



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 29 June 2016** commencing at **1.00 pm**.

Blair King
Chief Executive

Agenda

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

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

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

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

| | | |
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| 7. | Confirmation of Minutes | 5 |
| | <i>Recommendation</i> | |
| | <i>That the minutes of the Council meeting held on 25 May 2016 (as circulated) be confirmed as a true and accurate record of the meeting.</i> | |
| 8. | Any Matters Arising from the Minutes not otherwise dealt with in the Agenda | |
| 9. | Community Boards and Community Committees Reports | |
| 9.1 | Dannevirke Community Board | 17 |
| | <i>Recommendation</i> | |
| | <i>That the report of the Dannevirke Community Board meeting held on 7 June 2016 (as circulated) be received.</i> | |
| 9.2 | Eketahuna Community Board | 21 |
| | <i>Recommendation</i> | |
| | <i>That the report of the Eketahuna Community Board meeting held on 3 June 2016 (as circulated) be received.</i> | |
| 9.3 | Pahiatua on Track | 29 |
| | <i>Recommendation</i> | |
| | <i>That the report of the Pahiatua On Track meeting held on 1 June 2016 (as circulated) be received.</i> | |
| 9.4 | Woodville Districts' Vision | 35 |
| | <i>Recommendation</i> | |
| | <i>That the report of the Woodville Districts' Vision meeting held on 2 June 2016 (as circulated) be received.</i> | |
| | Note: Any of the Community Boards and Community Committees may send a representative to address the Council on any issues within the agenda or matters of interest to them. | |
| 10. | Reports | |
| 10.1 | Final Decisions Following Submissions on the Class 4 Gambling and Racing Board Venue Policy | 41 |
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| 10.3 | 2016/17 Annual Plan and Fees and Charges Schedule | 63 |
| 10.4 | Rates Resolution for the 2016/17 Year | 71 |

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| 10.9 | Road Closure Requested Under the Tenth Schedule of the Local Government Act 1974 | 123 |
| 10.10 | Grant Application of Rachel Cannon to the International Representatives Scheme | 139 |
| 10.11 | Staff Report | 149 |

11. Portfolio Reports

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

12. Mayoral Matters

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

14. Public Excluded Items of Business

Recommendation

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

Proposed lease of Woodville Domain Board land at Dodds Road, Woodville

Sale of three pensioner units at 21 Swinburn Street, Dannevirke

Woodville Impounded Water project

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

| <i>General subject matter to be considered</i> | <i>Reason for passing this resolution in relation to each matter</i> | <i>Ground(s) under Section 48 (1) for the passing of this resolution</i> |
|--|---|---|
| <i>Proposed lease of Woodville Domain Board land at Dodds Road, Woodville</i> | <i>To protect commercial activities</i> | <i>Section (1)(a)(i)</i> |
| <i>Sale of three pensioner units at 21 Swinburn Street, Dannevirke</i> | <i>To protect commercial activities</i> | <i>Section (1)(a)(i)</i> |
| <i>Woodville Impounded Water project</i> | <i>To protect commercial activities</i> | <i>Section (1)(a)(i)</i> |

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

- s7(2)(h) The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.***
- s7(2)(h) The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.***
- s7(2)(h) The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.***

15. Closure



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 25 May 2016 commencing at 1.00 pm.

1. Present

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

In Attendance

| | |
|-----------------|---|
| Mr B King | - Chief Executive |
| Mr R Taylor | - Governance Manager |
| Mr P Wimsett | - Manager Strategy and District Development |
| Mr R Suppiah | - Chief Financial Officer |
| Mrs K Dever-Tod | - Manager Assets Group |
| Mrs L Simpkin | - Economic Development and Communications Manager |

2. Council Prayer

2.1 The Mayor opened the meeting with the Council Prayer.

3. Apologies

3.1 Nil

4. Notification of Items Not on the Agenda

4.1 Nil

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

5.1 Nil

6. Personal Matters

6.1 The Council convey its congratulations to acknowledge the following achievements:

- Dot Kids, Pahiatua on winning the Jackson Enterprises Southern Tararua Business Awards Supreme Award.
- Mark and Jaime Arnold, Dannevirke on their success as the 2016 New Zealand Share Farmer of the Year at the Dairy Industry Awards held in Wellington.

- 6.2 Ethan Tuhua, the head boy at Tararua College, is enjoying his participation in this year's Tuia 2016 Mayoral/Rangatahi mentoring programme, and has undertaken two weekend visits to maraes. Gisborne is the next place that he will be visiting.

7. Confirmation of Minutes

- 7.1 *That the minutes of the Council meetings held on 27 April 2016 and 17 May 2016 (as circulated) be confirmed as a true and accurate record of these meetings.*

Crs Crispin/Collis

Carried

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

8.1 RSA Planting of Trees (Item 9.4.2)

- 8.1.1 The Woodville Domain Board support the proposal that the RSA plant trees at the Ferry Reserve as a memorial to the ninety men from the district that did not come back from the war.

8.2 Cell Tower (Item 10.7.7)

- 8.2.1 The need for a cell tower at the top of Oporae Range is acknowledged from a Rural Fire perspective as an issue requiring attention.

8.3 Tararua Cycleway Project Steering Group (Item 11.6)

- 8.3.1 It is clarified that Tararua Traverse is the correct title for this project.

9. Community Boards and Community Committees Reports

9.1 Dannevirke Community Board

- 9.1.1 *That the report of the Dannevirke Community Board meeting held on 2 May 2016 (as circulated) be received.*

Crs Roberts/Collis

Carried

9.2 Eketahuna Community Board

- 9.2.1 *That the report of the Eketahuna Community Board meeting held on 6 May 2016 (as circulated) be received.*

Crs Roberts/Collis

Carried

9.3 **Pahiatua On Track**

- 9.3.1 *That the report of the Pahiatua On Track meeting held on 4 May 2016 (as circulated) be received.*

Crs Roberts/Collis

Carried

9.3.2 **Pahiatua Water Supply Upgrade**

- 9.3.2.1 It is noted that the reference in the Pahiatua On Track meeting minutes under the Tararua District Council report heading concerning the Pahiatua water supply upgrade does not correctly express an understanding of this project.

- 9.3.2.2 The Council agreed to install 4.5 days of water storage capacity in the form of a 6,000m³ reservoir tank.

- 9.3.2.3 In storing water from the bore the Council can mostly avoid having to take and blend water sourced through the river. It is the river water that causes the taste.

9.4 **Woodville Districts' Vision**

- 9.4.1 *That the report of the Woodville Districts' Vision meeting held on 3 May 2016 (as circulated) be received.*

Crs Roberts/Collis

Carried

9.4.2 **Woodville Community Newsletter**

- 9.4.2.1 The value of continuing with the Woodville community newsletter is noted and acknowledged.

10. Reports

10.1 **Feedback on the Draft Annual Plan 2016/17**

- 10.1.1 *That the report from the Governance Manager dated 18 May 2016 concerning feedback on the Draft Annual Plan 2016/17 (as circulated) be received.*

Crs Crispin/Isaacson

Carried

- 10.1.2 *That the Council note an offer has been received to purchase the three pensioner units property located at 21 Swinburn Street, Dannevirke, being the newer flats in the area of the Hovding Court housing previously sold, and*

That the Manager Assets Group is authorised to follow up this offer and negotiate the possible sale of the property, and report to the Council with her recommendation for its consideration.

Crs Johns/Crispin

Carried

- 10.1.3 *That the Council note the feedback forwarded by way of comments and matters to the Draft Annual Plan, and*

That pursuant to Section 37 of the Dog Control Act 1996, the following dog control fees (including GST) be set for the year of 1 July 2016 to 30 June 2017:

Dog Registration (on or before 1 August)

| | |
|---|-----------------|
| <i>Dangerous dogs</i> | <i>\$123.00</i> |
| <i>Rural domestic dogs</i> | <i>\$36.00</i> |
| <i>Working dogs</i> | <i>\$30.00</i> |
| <i>Urban domestic dogs</i> | <i>\$82.00</i> |
| <i>Dogs (preferred dog status)</i> | <i>\$45.00</i> |
| <i>Preferred dog status property reinspection (moved to new property)</i> | <i>\$20.00</i> |

Dog Registration (after 1 August*)

Owners are required to register their dogs by 1 August of each year. Failing which, an additional penalty fee of 50% of the base fee will apply.

| | |
|------------------------------------|-----------------|
| <i>Dangerous dogs</i> | <i>\$184.50</i> |
| <i>Rural domestic dogs</i> | <i>\$54.00</i> |
| <i>Working dogs</i> | <i>\$45.00</i> |
| <i>Urban domestic dogs</i> | <i>\$123.00</i> |
| <i>Dogs (preferred dog status)</i> | <i>\$123.00</i> |

**Any new dog up to 3 months of age will be charged a pro rata of the base fee.*

**Any new dog from 3 months of age to 6 months of age will be charged the full base fee.*

And that the Council note the information from the Strategy and Policy Adviser on the reassessment of its options for pensioner housing, and

That acknowledging the updated information on Community Housing Providers not being able to access funding from Government for such housing in the Tararua district, and recognising the Council require its pensioner housing to be self-funding and sustainable, the previous decision is hereby amended as follows:

- The Council continue with the process of exiting from the pensioner housing service through inviting expressions of interest to purchase its properties.*
- It accepts as previously resolved that implementing this process directed to Registered Community Housing Providers is not an option available for social housing in the district.*
- A reputable social housing organisation/s is likely to meet the social and service outcomes sought by the Council should it decide to accept any such proposal/s, and proceed with exiting from this activity.*

- *The Council therefore revisit its original resolution to provide the ability to consider selling the pensioner housing to a reputable social housing organisation/s.*
- *In so doing it emphasises any such proposal/s submitted to the expressions of interest process must ensure the ongoing availability of access to pensioner housing within the district at the current level of service or better, and take into account the affordability of rental levels from a not for profit social perspective.*
- *The Council agree that the three units property in the area of the Hovding Court housing previously sold could be excluded from this process, thereby recognising its earlier decision relating to the offer received and pending the outcome of the negotiations for its possible sale.*

And that the Council invite Pahiatua On Track in liaison with the Bush Multisport Trust to consult their community on its recommendation for providing and maintaining a public swimming pool facility in Pahiatua, and

That this discussion include the information available in the feasibility report on the options assessed by Opus with regard to the existing pool and its replacement, and

That Pahiatua On Track be requested to report their recommendation to the Council for its consideration by early next year prior to the development of the 2017/18 Draft Annual Plan.

Crs Keltie/Hull

Carried

10.2 Planning Matters Determined Under Delegated Authority

- 10.2.1 *That the report from the Planning and Regulatory Manager dated 18 May 2016 concerning Planning matters determined under delegated authority (as circulated) be received and the Council note the approvals granted.*

Crs Isaacson/Collis

Carried

10.3 Road Closure Requested Under the Tenth Schedule of the Local Government Act 1974

- 10.3.1 *That the objection from Nickie Matthews to the closure of Blairgowrie Road for rally events be received, and*

That the Council note the concerns raised and agree to include Blairgowrie Road as part of the special conditions of application for motor sport events road closures, and

That this road shall be restricted for such future motor sport events use to every three years at the discretion of the Council.

Crs Johns/Collis

Carried

10.3.2 *That the report from the Alliance Manager dated 18 May 2016 concerning a road closure 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 resolve to close the following road for the purpose of allowing the Dannevirke Car Club to hold a rally sprint event.

Road name: Blairgowrie Road

Date of closure: Saturday 12 November 2016

Period of closure: 9.00 am to 5.00 pm

Conditions Applied to the Granting of this Road Closure

- 1. That the Tararua Alliance in conjunction with the organiser will assess shortly prior to this event the condition of the road involved to determine its suitability for this purpose.*
- 2. That if the Tararua Alliance identify the road as being in an unsuitable condition arising from this assessment then they have the discretion to request the organiser to withdraw the 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 road that was closed for this event to assess its condition.*
- 4. That the applicant is requested to include in their letter circulated to residents with property located on the road of the proposed closure the details of the Dannevirke Car Club's contact for the event organising committee.*
- 5. That the need for the event organiser to undertake follow up contact with the residents both prior to and after the road closure be emphasised to the applicant.*
- 6. That the applicant is requested to contact Nickie Matthews to follow up the concerns raised regarding damage caused to fencing through previous events, and unauthorised people entering their property to watch the rally.*
- 7. That the granting of this road closure is agreed for the proposed event relating to this application, and the Dannevirke Car Club is advised that in future the closure of Blairgowrie Road to use for motor sport events is restricted to every three years at the Council's discretion.*

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 Keltie/Collis

Carried

10.4 **Staff Report**

10.4.1 **Woodville Impounded Water Supply**

- 10.4.1.1 The bus trip for interested residents to visit the Woodville impounded water supply went very well, and staff are thanked for arranging this event.

10.4.2 **Elected Members Mileage Allowance**

- 10.4.2.1 The 30 kilometres threshold relating to the payment of the mileage allowance to elected members for visits to the Council or Community Board office is an issue that can disadvantage rural representation.

10.4.3 **Route 52**

- 10.4.3.1 The value of improvements to Route 52 is vital for residents in that area, along with progressing the business case to the New Zealand Transport Agency to determine the scope, timing and special funding options concerning this matter.

10.4.4 **Road Works Site Signage**

- 10.4.4.1 The importance of maintaining road works site signage to ensure it is relevant and does not become a hazard is emphasised.

10.4.5 **Eketahuna Town Centre Upgrade**

- 10.4.5.1 It is likely that the relocation of the Kiwi to the Chorus building site will occur later than previously programmed for the end of May.
- 10.4.5.2 The Eketahuna Community Board is welcome to be involved in planning the Bridge Street intersection stage once the budget is confirmed through the adoption of the Council's Annual Plan 2016/17.
- 10.4.5.3 Planting of all the town's gardens is likely to commence in June (rather than May as previously indicated).

10.4.6 **Urban Maintenance**

- 10.4.6.1 The sweeper truck cyclic programme with a focus on maintaining areas of increased leaf fall is commended.

10.4.7 **Woodville Water Supply**

- 10.4.7.1 The water tanker has been removed from Woodville township as the water quality is back to normal.
- 10.4.7.2 In future if this situation occurs again it is requested that residents be given advance notice of the intention to remove the tanker prior to this happening.

10.4.8 Tararua Aquatic Community Trust

10.4.8.1 The work that the Manager Strategy and District Development is undertaking as a member of the Tararua Aquatic Community Trust is acknowledged.

10.4.8.2 Several changes have been made to the operation of this swimming pool from a compliance perspective, and these improvements enhance health and safety relative to maintaining this community facility.

10.4.8.3 Pahiatua On Track may wish to consider inviting the Manager Strategy and District Development to brief them on compliance requirements relating to a community swimming pool with regard to their discussion concerning the Pahiatua facility.

10.4.9 Pahiatua Motorhome Friendly

10.4.9.1 Pahiatua will now be included in the official listings of Motorhome Friendly Towns, with a project required to amend the standard of the dump station.

10.4.10 Palmerston North Airport Advertising

10.4.10.1 The wall at the Palmerston North Airport with the Tararua Country advertising will not be available following the move from wall banner to digital display.

10.4.10.2 To replace the existing arrangement the Tararua Business Network has been offered the opportunity to accommodate that advertising in a digital format.

10.4.10.3 Palmerston North Airport has agreed to financially support this transition, and to promote Tararua on their website 'Fly Palmy' and maximise opportunities working with Jetstar's New Zealand Marketing Manager.

10.4.11 Creative Communities New Zealand

10.4.11.1 A good number of applications were received to the Creative Communities New Zealand fund, and Carole Wilton is thanked for her work to better promote the availability of this financial assistance.

10.4.12 Access way Between Wilson and Edward Streets, Pahiatua

10.4.12.1 The problem of illegal rubbish dumping in this location may need to be rectified through gating off the area if this situation persists to occur.

10.4.12.2 It appears that the culprits are local residents using the access way as a dump site, and knowing that the Council will clean it up.

10.4.13 FutureFERNs Programme

10.4.13.1 The Recreation Officer Sport Tararua is to be requested to consider the development of the FutureFERNs programme for Pahiatua.

- 10.4.14 ***That the report from the Chief Executive dated 18 May 2016 concerning an update on key projects and items of interest to the Council (as circulated) be received.***

Crs Fenemor/Johns

Carried

10.5 Financial Report for the Period Ended 31 March 2016

- 10.5.1 The Chief Financial Officer elaborated on the Council's financial position and performance as at 31 March 2016, and the variances to the revenue and expenditure budgets.
- 10.5.2 Overall the outcome is favourable, with progress made on undertaking the projects included as part of the capital expenditure budgets.
- 10.5.3 The Revenue Manager and the Finance and Revenue Administrator are thanked for their work to reduce the amount of outstanding overdue debts owing to the Council.
- 10.5.4 It is intended that a report will be presented to the Council recommending abandoned land sales relating to such properties where the rates have not been paid for many years.
- 10.5.5 ***That the report from the Chief Financial Officer dated 19 May 2016 concerning the financial report for the period ended 31 March 2016 (as circulated) be received and the content is noted, and***

That the Council note and approve the variations in paragraph 5.1 to the capital project budgets as outlined in this report.

Crs Isaacson/Hull

Carried

11. Portfolio Reports

11.1 Events

- 11.1.1 The following councillors spoke on events that they had attended:
- Cr Isaacson
Community Board Executive Committee Zone 3 meeting held in Whanganui
 - Cr Keltie
Road Controlling Authorities Forum meeting held in Wellington
 - Cr Hull
Opening of the new state of the art walk-in, free flight aviary at the Pukaha Mount Bruce National Wildlife Centre

Rural Health Alliance Aotearoa New Zealand Annual General Meeting held in Wellington

Jackson Enterprises Southern Tararua Business Awards presentation ceremony held in Pahiatua

Ngati Kahungunu Tamaki Nui a Rua iwi signing of their Treaty of Waitangi Crown settlement agreement in principle held in Dannevirke

11.2 Economic Development/Marketing

- 11.2.1 Cr Crispin acknowledged the good work being undertaken by the Tararua Business Network through their focus on initiatives to promote the economic development of the district.

11.3 Finance

- 11.3.1 Cr Crispin commended the direction and management of the Council's finances and the overall performance to ensure a sound and prudent position is maintained.

11.4 Tararua Traverse Cycleway Project Steering Group

- 11.4.1 Cr Johns reported that a draft trust deed is to be prepared to establish the structural entity to undertake this project.
- 11.4.2 The Council made a financial contribution towards the funding of \$10,000 required for this purpose.
- 11.4.3 A revised estimate of the project cost has been determined, and the amount is now four million dollars based on the proposed route being established to Putara.

12. Mayoral Matters

12.1 Economic Development/Marketing

- 12.1.1 The direction and focus of the Tararua Business Network is commended, and they will be promoting the district through their attendance at the forthcoming New Zealand National Fieldays held at the Mystery Creek Events Centre in Hamilton.

12.2 Tararua Traverse Cycleway Project Steering Group

- 12.2.1 Future requests to provide funding to support this project need to be considered at the time of developing the Long Term Plan budgets.

12.3 **Charter of Freedom**

12.3.1 The first event to be held under the New Zealand Army Charter of Freedom for the district is the horse parade in Dannevirke on 6 August 2016.

12.3.2 It is intended that the Charter of Freedom applies to the district, and the location of such future events arranged through it will rotate between Dannevirke and Pahiatua.

12.4 **Ngawapurua Railway Bridge**

12.4.1 Action is being taken to follow up the issue of major erosion around the pillars of the Ngawapurua railway bridge.

12.5 **Change of July Council Meeting Date**

12.5.1 *That due to the scheduled day of the July Council meeting being in close proximity to when the Local Government New Zealand conference is held the date of that meeting be changed to 3 August 2016 (one week later than usual).*

Crs Keltie/Roberts

Carried

13. **Items not on the Agenda**

13.1 Nil

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 2.16 pm.

Mayor



Dannevirke Community Board

Minutes of a meeting of the Dannevirke Community Board held in the Tararua Business Network Meeting Room, 40 Denmark Street, Dannevirke on Tuesday 7 June 2016 commencing at 3.00 pm.

1. Present

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

In Attendance

Mr R Taylor - Governance Manager
Representative from the Dannevirke St John Cadets for the public forum

2. Apologies

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

Delaney/Isaacson

Carried

3. Personal Matters

- 3.1 Nil

4. Notification of Items Not on the Agenda

- 4.1 Nil

5. Confirmation of Minutes

- 5.1 *That the minutes of the Dannevirke Community Board meeting held on 2 May 2016 (as circulated) be confirmed as a true and accurate record of the meeting.*

Macdonald/Isaacson

Carried

6. Matters Arising from the Minutes

- 6.1 Nil

7. Tararua District Council Report

- 7.1 ***That the report of the Tararua District Council meeting held on 25 May 2016 (as circulated) be received.***

Isaacson/Delaney

Carried

7.2 Dog Registration Fees

- 7.2.1 The dog registration fees structure is noted, with Board Member Delaney commending the Council on the reasonable amounts charged to fund this activity.

7.3 Pensioner Housing

- 7.3.1 The Council's decision to provide the ability to consider selling its pensioner housing to a reputable social housing organisation/s is noted.

8. Public Forum

8.1 Dannevirke St John Cadets

- 8.1.1 Glennis McDonald (Youth Leader of the Dannevirke St John Cadets) thanked the Board for its grant of \$329.20 (plus GST) from the General Assistance Grants Scheme to purchase overalls and first aid bags.

- 8.1.2 In acknowledging the financial support received from the Board Glennis McDonald outlined the work that the St John Cadets undertake in the community.

- 8.1.3 The Board's appreciation is conveyed to Glennis McDonald and the cadets for their commitment and dedication to providing this valued and essential community service.

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

9.1 Community Board Executive Committee Zone 3 Meeting

- 9.1.1 The way that Community Boards operate in the Tararua district compared to other areas is effective and empowering, and their good relationship established with the Council is appreciated.

9.2 First World War Commemorations Committee

- 9.2.1 ***That a budget of up to \$500.00 be provided from the Board's discretionary funds to cover incidental costs relating to arranging the First World War commemorative community parade held on 6 August 2016, and in order to feature the names of those individuals from the local community who served as members of the Wellington Mountain Rifles Regiment.***

Dresser/Macdonald

Carried

9.3 Covered Bus Stop Shelter Proposal

9.3.1 Board Member Delaney tabled three options for the design of the bus stop shelter, and these will be referred to the Dannevirke Rotary Club meeting tonight to determine which one to purchase and install on High Street.

9.3.2 The Dannevirke Rotary Club is to approach the Monty Fairbrother Charitable Trust to seek funding towards the costs of undertaking this project.

9.3.3 The expenses relating to installation of the bus stop shelter shall be funded by the Board, and the work arranged in liaison with the Alliance to ensure any compliance requirements are fulfilled.

9.4 Te Wananga o Tamaki Nui A Rua Incorporated

9.4.1 The Chairperson attended the Annual General Meeting of Te Wananga o Tamaki Nui A Rua Incorporated managed by Tamai and Claudia Nicholson.

9.4.2 This organisation provide support to families in the community and undertake various initiatives to promote cultural understanding and wellbeing, including operating a community garden.

9.5 Tararua District Road Safety Group

9.5.1 The Chairperson attended the Tararua District Road Safety Group meeting, and he made reference to the following matters:

- The Saddle Road upgrade work (budget \$8.4 million) will be complete by April/May 2017.
- The Regional Road Safety Coordinator continues to provide and implement a programme of community road safety education initiatives and projects.

10. Correspondence

10.1 *That the correspondence as listed be received.*

(a) **Dannevirke SPCA** **21 April 2016**
Re: Thanks for funding to support the Dannevirke/Norsewood cat de-sexing campaign 2015

(b) **Dannevirke SPCA** **2 May 2016**
Re: Request for funding to support the Dannevirke/Norsewood cat de-sexing campaign 2016

(c) **Dannevirke Volunteer Fire Brigade** **5 May 2016**
Re: Thanks for funding to support their project to build a new water tanker shed

(d) *Rangatira Croquet Club* 28 May 2016
Re: Thanks for funding to support the maintenance of their croquet lawns

(e) *Dannevirke and District Returned Services Association* 11 May 2016
Re: Thanks for the donation of the proceeds from the Anzac Day Community Concert

Delaney/Macdonald Carried

10.2 **Dannevirke SPCA**

10.2.1 *That the Dannevirke SPCA be granted the sum of up to \$2,500.00 from the Board's discretionary funds towards the costs of undertaking their Dannevirke/Norsewood cat de-sexing campaign 2016.*

Delaney/Macdonald Carried

11. Chairman's Remarks

11.1 Nil

12. Items not on the Agenda

12.1 Nil

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 4.00 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 June 2016 commencing at 10.05 am.

1. Present

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

In Attendance

Mr R Taylor - Governance Manager
Others as detailed for specific items of business

2. Apologies

2.1 Nil

3. Personal Matters

3.1 The Board note the graduation achievement of local student Anna Arends.

4. Notification of Items Not on the Agenda

4.1 The Chairperson advised that a letter from the Eketahuna Our Town Committee Chair would be received as a late item of correspondence for discussion at this meeting.

5. Confirmation of Minutes

5.1 *That the minutes of the Eketahuna Community Board meeting held on 6 May 2016 (as circulated) be confirmed as a true and accurate record of the meeting.*

Collis/Hull

Carried

6. Matters Arising from the Minutes

6.1 Nil

7. Tararua District Council Report

- 7.1 *That the report of the Tararua District Council meeting held on 25 May 2016 (as circulated) be received.*

Death/Shannon

Carried

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

8.1 Tararua Emergency Management Committee

- 8.1.1 The Chairperson reported on the Tararua Emergency Management Committee meeting held in Dannevirke on 12 May 2016, and this includes reference to the following matters:

- A national Civil Defence exercise is held on 31 August 2016, and the Council's Emergency Operations Centre is participating in that day.
- In future there will no longer be a difference between volunteer rural fire forces and the New Zealand Fire Service as they are to be replaced by one model named Fire and Emergency New Zealand.
- It will take three to five years to establish the new model, and when operational it shall consist of 12,000 volunteers and 3,500 paid staff.
- The Eketahuna Civil Defence Response Group's yearly meeting is held on 27 June 2016 at 6.00 pm in the Fire Station.

8.2 Tararua District Road Safety Group

- 8.2.1 The Chairperson reported on the Tararua District Road Safety Group meeting held in Dannevirke on 31 May 2016, and this includes reference to the following matters:

- There is major erosion around the pillars of the Ngawapurua Railway Bridge, and KiwiRail are using divers to investigate this situation.
- The Saddle Road upgrade work (budget \$8.4 million) will be complete by April/May 2017.
- The yellow strip accidental paint spillage on State Highway 2 is a \$100,000 insurance job, and the resultant danger in the Makomako to Mangamaire part is being considered as it is hazardous at night and when raining.
- The Ngaumutawa Road State Highway 2 roundabout projects have stalled, and this situation is creating truck waiting times in that vicinity (McAuleys Transport, 20 minutes and Fonterra tanker, 6 minutes). This matter is now in the hands of Wairarapa Member of Parliament Alastair Scott.

- The New Zealand Transport Agency representative Dan Tait did not attend the meeting.
- The checking of child restraints to ensure they are correctly operating was undertaken at Dannevirke in March (65 checked, 28 incorrect) and Pahiatua/Woodville in May (79 checked, 38 incorrect).
- The speed of vehicles on State Highway 2 in the Eketahuna to Pahiatua part is being monitored.

8.3 **Nireaha Reserve Board**

8.3.1 The Chairperson reported that there has been a change to the Secretary/Treasurer of the Nireaha Reserve Board.

8.4 **Pukaha Mount Bruce**

8.4.1 The Chairperson attended the opening of the new state of the art walk-in, free flight aviary at the Pukaha Mount Bruce National Wildlife Centre.

9. **Correspondence**

9.1 *That the correspondence as listed be received.*

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

*(b) Bridget Wellwood, Eketahuna Our Town Committee Chair 1 June 2016
Re: Request for funding to support the community newsletter*

Eagle/Hull

Carried

9.2 **Eketahuna Camping Ground**

9.2.1 Board Member Shannon is to liaise with the Eketahuna Camping Ground operators regarding expanding the information they provide through their monthly report.

9.2.2 In particular it would be of assistance to ascertain the split of international and local visitors staying at this facility, and the places they visit around Eketahuna during their stay.

9.3 **Eketahuna Our Town Committee**

9.3.1 *That in accordance with the Board's General Assistance Grants Scheme guidelines the request from the Eketahuna Our Town Committee for funding from this source not be accepted as it was received after the closing date to consider such applications.*

Eagle/Hull

Carried

- 9.3.2 *That the Board agree to sponsor for this year part financial assistance towards the costs of producing the community newsletter, thereby acknowledging its value to providing a vital means of communication to convey information to local residents, and*

That the sum of \$500.00 be granted from the Board's discretionary funds for this purpose.

Eagle/Collis

Carried

10. Recreation Officer Sport Tararua

- 10.1 The Recreation Officer Sport Tararua asked board members for their suggestions on ways that Sport Manawatu could support the elderly in Eketahuna to maintain health and wellbeing through physical activity.
- 10.2 To follow up this matter the Recreation Officer is requested to contact the Eketahuna Health Centre, and also to pursue progress with the group investigating the establishment of a community gym.
- 10.3 The Recreation Officer spoke on the preparation of a district brochure that will include information on recreational facilities available in the district that the ageing population can access.
- 10.4 Board members are invited to forward to the Recreation Officer details of such facilities in Eketahuna or a contact person to provide this information.

11. Eketahuna Skate Park Facility

- 11.1 Bridget Percy, Donna Olliver and Tony Lozell attended the meeting for this item of business.
- 11.2 Bridget Percy advised that the Eketahuna Youth Trust has secured funding of \$74,764 for the development of the skate park, and an application is made to the Eastern and Central Community Trust seeking \$50,000 for the project.
- 11.3 The intention is to commence the project in August through undertaking the work to develop the concrete pad, fence and path.
- 11.4 The Board request a plan of where the new skate park will be located on the existing playground site, and Bridget Percy shall contact the Manager Assets Group and ask for an aerial photo of the area with the lay out of the skate park superimposed to provide these details.
- 11.5 Tony Lozell will consider the type/materials/strength of the fencing to be erected to ensure it is satisfactory in fulfilling the Council's requirements, and can withstand the knocks it is going to get from skateboards.

- 11.6 The preference for situating the gate to the skate park is on Bridge Street at the bridge end corner of the skate park fence, with a childproof lock installed.
- 11.7 There is a need to move the entrance to the children's playground, and the Manager Assets Group and the Community Assets and Property Manager will be requested to clarify this matter and the relocation of the playground equipment involved.
- 11.8 The arrangements for the new concrete pad require clarification as part of implementing the project plan, and ensuring that it will withstand use by skateboarders and have some resistance to earthquakes.
- 11.9 Tony Lozell is to liaise with the supplier of the skate park equipment regarding this matter, and to confirm it meets the necessary Council requirements.
- 11.10 Once the project is finished to establish the skate park consideration shall be given to apply for further funding to provide lighting and CCTV later in the year.
- 11.11 The Board commend Bridget Percy and Donna Olliver for their commitment and many hours of time willingly given to achieving this project, and it thanks them and all those involved in making the skate park facility plan become a reality.

12. Eketahuna Town Centre Upgrade

- 12.1 Matters discussed concerning the Eketahuna town centre upgrade includes reference to the following:
- The Eketahuna Our Town Committee is proposing to establish a rainbow fence at the playground through sponsorship provided by Resene Paints.
 - The design is based on a graduated rainbow comprising nuance shades, and the Board congratulate the Eketahuna Our Town Committee on this project that is in keeping with the town centre upgrade.
 - The Eketahuna Our Town Committee shall be requested to liaise with the Community Assets and Property Manager regarding their intention to undertake this project.
 - A complaint from a business owner was received about the removal of car parks from outside the Tararua Autos building as a result of the upgrade.
 - There will be 1½ parking spaces no longer available in that location, and the Eketahuna Our Town Committee is happy to proceed with this aspect of the plan as previously discussed through the community consultation undertaken by the Board.
 - The Board agree not to change the upgrade plan at this late stage, and suggest there may be a possibility to paint line marking on part of the area near the recycling bins to provide a further place in town for parking.

- The lighting for the giant Kiwi has been selected, and work on preparing the Chorus building site is progressing toward the relocation of the Kiwi to this area.
- The type of plantings have been finalised, and the design of the seating is being considered.
- Options to enhance the appearance of the Chorus building porch are to be investigated.
- The funding application has been made to purchase an interactive board.
- Board Member Eagle agreed to assist with applying the treatment required for the appearance of the entrance signs.
- Board Member Shannon will follow up with the Chairperson obtaining some of the Totara timber available for community projects.
- Work has commenced on the War Memorial site, and the plan for this area is to be progressed and finalised by the Board.

13. Chairman's Remarks

13.1 Nil

14. Items not on the Agenda

14.1 Refer to the item set out in section 9.3 of these minutes.

15. Public Excluded Item of Business

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

Alf Rowden Humanitarian Award nominations

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

| <i>General subject matter to be considered</i> | <i>Reason for passing this resolution in relation to each matter</i> | <i>Ground(s) under Section 48(1) for the passing of this resolution</i> |
|---|---|--|
| <i>Alf Rowden Humanitarian Award nominations</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.

Shannon/Hull

Carried

15.3 *That open meeting be resumed.*

Eagle/Shannon

Carried

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 12.50 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 June 2016 commencing at 5.30pm.

1. Present

Committee Members: L Powick (Chair), Brett MacDougall (Deputy Chair), Michelle Rankin (Secretary), John Arends (Treasurer), J Brock, Gerry Parker, Nigel Shaw, Shirley Hull (Cr)

Members of the Public: Ann Marie Bengston, Tracey Collis, Stan Wolland, Karolyn Donald

2. Apologies

2.1 Z Keall

3. Notification of Items Not on the Agenda

3.1 Stan Wolland and Karolyn Donald addressed the committee regarding the restoration of Carnival Park pond and the issues they are currently facing to try to move forward. The Pahiatua On Track Committee gave their feedback and suggested that they work on a business plan so they can write back to Department of Conservation with their recommendations, and Pahiatua On Track will write a letter of support.

4. Personal Matters

4.1 Nil

5. Confirmation of Minutes

5.1 The Tararua District Council report reference to the second paragraph reading, 'support the river water intake' should read 'support the bore intake'.

5.2 **That the minutes of the Pahiatua On Track meeting held on 4th May 2016 (as circulated) be confirmed as a true and accurate record of the meeting.**

Nigel/Gerry

Carried

6. Matters Arising

6.1 Nil

7. Tararua District Council Report

The new reservoir has been ordered and the site work began on 16th May.

Pahiatua is now motorhome friendly, and a ceremony was held today in the Service Centre Chamber outlining what this means.

From the Creative Communities New Zealand Fund Pahiatua Repertory Society was granted \$1,106 and Tararua College \$400.

Submissions and letters to the Council regarding the Draft Annual Plan covered many subjects including requests for an extension to the smoke free environment policy for outdoor and public places, support for the wastewater treatment projects, reduce the general rate through more user pays, request to develop a strategy to improve poor quality rental housing and provide part funded insulation.

Rural Health Alliance New Zealand: The Council is a member of RHANZ. Last month I attended their Annual General Meeting and was part of a deputation to meet with over thirty Ministers in Parliament. The issues of concern outlined were connectivity, facilities, workforce retention, rural research and well health. All these are issues for Pahiataua.

- 7.1 **That the minutes of the Council meeting held on 25th May 2016 (as circulated) be received.**

Brett/Jared

Carried

- 7.2 Pahiataua On Track would like to thank the Council on agreeing to further community consultation regarding the swimming pool. Clarification on the use of the feasibility report prepared by Opus is requested as this has not been finalised or released as a public document.

- 7.3 In reference to the Pahiataua On Track minutes regarding the Council report second paragraph reading, 'support the river water intake' it should read 'support the bore intake'. Pahiataua On Track would like to point out this is a grammatical error rather than not having an understanding of the project.

8. Correspondence Inwards

- Letter from Pahiataua Girl Guides
- ☐ Discretionary grant application from Dannevirke SPCA
- ☐ Tararua District Council submission acknowledgment letter
- ☐ Letter of thanks from Dannevirke SPCA for the donation towards the cat de-sexing campaign in 2015

That the inwards correspondence be received.

Nigel/Brett

Carried

9. Financial Report John Arends

- 9.1 Accounts to be passed for payment:
Pahiataua Railcar Society \$517.50

That the financial report be adopted.

John/Gerry

Carried

10. Discretionary Grants

- 10.1 **That Pahiataua On Track approve the application made by Dannevirke SPCA, and that a donation of \$800.00 be granted towards the cat de-sexing campaign in Pahiataua.**

Brett/Nigel

Carried

11. Portfolio Reports

11.1 Bridge to the Brewery Walkway

Gerry Parker

Louise and I walked the proposed riverside track earlier in the month. We will confer to try to get this project off the ground.

I have been in contact with Terry Moyle regarding some additional photos from Main Street, and will go down to the museum this Sunday to look for old photos in the archives. I think the museum will play a major role (from the history point of view) in the upgrade of Main Street. The museum really needs to be represented on the upgrade of Main Street and perhaps Pahiatua On Track need to be represented in the museum.

11.2 Business and Retail Report

Brett MacDougall

I was unable to attend the breakfast in Dannevirke.

I must mention the boxing night organised by Francis Bryant. This showcased Pahiatua and the facilities it has to offer, with over 700 people at this and catering for over 500. It was a fantastic night, and well-done Jared on your win.

11.3 Southern Tararua Business Awards

Brett MacDougall

The business awards night was a success with a full house. Congratulations to the organisers. There is a debrief meeting on 2nd June in the Black Stump at 5.30pm. This will also be the Chamber of Commerce meeting.

11.4 Community Vehicle Trust

John Arends

Good progress is being achieved, with the initial trust board meeting held on 10th May. A 2006 Toyota Estima people mover has been secured. It has done 60,000 kilometres and cost approximately \$15,000 plus some sign writing costs.

A pool of fifteen volunteer drivers has been organised, with an initial timetable of 8.30am to 12.30pm five days per week (to be reassessed in three months).

Eric Smith will do the roster with the day-to-day bookings handled by the Information Centre.

Funding is virtually complete with \$25,000 secured in grants plus \$3,000 from local businesses per annum for three years promised in exchange for sign promotion on the vehicle.

A driver's induction day/introduction is being arranged around the middle of June so that the service can start from 1st July.

11.5 Harvard

John Arends

The slide has been removed and Biggie Smithers (the contractor) is looking at ways of improving it. Initially options of a stainless steel slide were pursued, but these have become unpopular due to heat on hot summer days.

At this stage it looks like it will be made of fibreglass, but with a better surface and a smoother longer slide. It is hoped that the slide will be back up and running by the end of June.

11.6 Roothing

Nigel Shaw

I have had some contact regarding the traffic management plans and am trying to continue this discussion. A lot of work was done by Don Selby to get the Pahiatua Anzac Day road closures in place, and I would like to minute the appreciation of Pahiatua On Track to acknowledge his efforts. It is essential to get traffic management plans in for approval well in advance of events.

I attended the Tararua District Road Safety Group meeting and was able to get a contact for discussing the family violence billboards at each end of town for relocation.

There will be an increase of activity in this programme, so the billboards are still required in communities. I will discuss the options for relocating them to a more suitable location, and suggestions are welcome.

The Government (and the New Zealand Transport Agency, Accident Compensation) are promoting new driver training programmes made predominantly for smartphones and targeted at new young drivers (they work on computers). Check out drive.govt.nz. The bus service that the Horizons Regional Council was surveying for a service from Pahiatua to Palmerston North is not going ahead due to lack of interest gathered from their survey.

Seat belt/child restraint checking operations were carried out at Pahiatua/Woodville in May. Seventy-nine were checked in this area with thirty-eight identified as incorrect. Free bolt installations are offered where a tether strap needs securing. Champion Autos Pahiatua is on board and installs the bolts at a nominal cost.

Mobility scooters are a hazard in Dannevirke it seems. Safety presentations have been shown to some and are planned to roll out further. If this is a problem in Pahiatua it is possible to try and get the Horizons Regional Council Road Safety Coordinator team to include the elderly groups from Pahiatua.

11.7 Wheel Park

Jared Brock

Work has begun today on the wheel park with Tom Smithers onsite for the next ten days. Work will progress over the next two months until completion.

11.8 Main Street Portfolio

Zelda Keall

Zelda and Louise met with Jill Woods from Rotary to discuss the hanging baskets. It was agreed that the winter/spring period would be the preferable season for these due to less watering required and a splash of colour in town when a lot of the trees have lost their leaves. Single colour baskets of pansies or violas have been recommended with the watering to be done by Rotary volunteers. Jill will get back to Pahiatua On Track regarding any funding required. It was communicated that with the upgrade to Main Street a change in design away from hanging baskets may be implemented.

Zelda and Louise met with Kevin Nicholson to discuss annual maintenance of trees in Main Street. Kevin will quote on the work required and forward to Colin Veale for approval.

Managh Electrical have been instructed to fix the broken Christmas lights after no joy with Flexilight.

11.9 Town Centre Upgrade

Communication with Terry Moyle who is currently producing an art deco book has revealed Pahiatua is New Zealand's most intact art deco town. This concept is exciting and one that will be pursued in the lead up to the upgrade of Main Street. Further discussions with Trudy to develop the logo are ongoing along with planning for the release of the town branding.

12. Items Not on the Agenda

12.1 Still Born Memorial

The Council are looking at putting in a memorial seat at the cemetery. Pahiatua On Track support this initiative.

12.2 Pahiatua Recycling Centre Hours

The suggested hours for opening at the recycling centre is a concern for some community members. However, the contract has just been signed with the current contractor for another year.

12.3 Public Excluded Item of Business

12.4 Pahiatua Marketing Strategy

That open meeting be resumed.

Louise/Michelle

Carried

The meeting closed at 7.50pm.

Chairperson

Minutes of a meeting of Woodville Districts' Vision held in the Woodville Sports Stadium Supper Room on Tuesday 7 June 2016 commencing at 7.00pm.

PRESENT

A Devonshire, S McLeod, K McIntyre, Cr P Johns, P McCool, G Murray, D Pretty, M Reuben, V James, R McMillan, J Hawes, J Clarke, J Kendrick, D Speer, B Nattrass, Laura and Jo from Dannevirke SPCA, M M Oulaghan (Secretary), R Winter (Chair)

APOLOGIES

B Hutton, M Taylor

PREVIOUS MEETING

That the minutes of the Woodville Districts' Vision meeting held on 3 May 2016 be accepted as a true and correct record of the meeting.

R Winter/ P Johns

Carried

MATTERS ARISING

- A Christmas decorations workshop is held on Saturday 25 June, and everyone is invited and welcome.
- The formal farewell for John van Tuyl is not occurring as John declined. A card of thanks and best wishes will be sent from Woodville Districts' Vision.

CORRESPONDENCE

Inwards: Nil

Outwards: Nil

REPORTS

Treasurer's Report (Tabled)

P McCool called for a special meeting to change the constitution. A small change is required to comply with legal requirements, i.e. change the wording from 'audited' to 'reviewed'.

That the Treasurer's report be accepted.

P McCool / M M Oulaghan

Carried

TDC Report - Cr P Johns

Fountain Square: With the big slide having to be removed due to health and safety obligations an alternative has been suggested. A photo of the new equipment was shown to the meeting with Cr Johns seeking agreement. Consensus is that this will be an exciting addition to the playground. Support to progress this proposal was given.

Camping Ground: P Johns, A Devonshire and G Murray have met with the Alliance regarding the requirements and the best plans for the site. The original plans were not acceptable due to access issues for big vehicles, e.g. not being able to turn around. The new plan involves five hard sites, driveway down the middle and the whole site drained. This work is occurring now.

Pensioner Flats: There is considerable discussion in Council as to what to do with the pensioner flats, not just in Woodville but across the district. The initial plan was to sell to an appropriate vendor, however it is believed that 'housing trusts' or similar who could be eligible to receive social housing payments (Central Government funding) are not interested in doing this.

Weber/Ormond/Ross Streets Flooding: Residents have approached authorities about fixing this, but nothing/very limited work has been done to resolve the concerns. Work is occurring to stop run off from the streets into properties but additional run off is also impacting, e.g. run off from building roofing etc. Cr Johns advised he would be scheduling a meeting with Council staff to progress a resolution.

Cats: Cr Johns requested that a cat bylaw be presented to Council, however what was presented was a discussion document. The draft bylaw will now be presented to the June Council meeting. It is proving to be more complex than initially proposed, however it is a start.

Laura and Jo from the Dannevirke SPCA were introduced to the meeting:

- The SPCA has a good working relationship with the Council and Community Boards and they look forward to continuing this.
- Masterton have a three cat bylaw, but are not enforcing it so the bylaw is not really achieving anything.
- Laura submitted an application for funding for cat de-sexing. This funding will assist the public to get their cats de-sexed for \$40 each for the next two weeks. This is a significant saving and is only enabled due to good support from the vets.
- It is acknowledged that the cat issue is stressful for many people.
- Many elderly people do not have support to assist with dealing with unwanted cats.
- The kitten season is when it is warm.
- This is a long-term plan, the more cats that are de-sexed now the less kittens in the future.
- The SPCA does not get involved in trapping feral cats. The Horizons Regional Council will lend traps.
- A high number of cats increase the prevalence of disease.
- Dannevirke SPCA covers the Tararua district. The cat programme, while successful, has been challenging. They are working closely with local vets.
- Cr Johns suggested that the Dannevirke SPCA should be called the 'Tararua' SPCA.

There was discussion on the \$1,000 set aside at the April meeting for supporting the cat issue as appropriate. As this money has not been spent a motion was put forward.

That the \$1,000 be used for Woodville residents who have cats but are financially not able to afford the \$40 cost for de-sexing.

P McCool / A Devonshire

Carried

That Woodville Districts' Vision applies to Pub Charity for funds of \$5,000 to assist the de-sexing and/or cat programme.

P Johns / J Hawes

Carried

D Speer is to be the Woodville Districts' Vision cat coordinator. The criteria for funding are a Woodville resident with a community services card, although there may be exceptions. This will be at the discretion of the coordinator.

Events and Promotion

- Lindauer
 - K McIntyre tabled the Artist in Residence report.
 - The Artist in Residence programme has now been wound up.
 - The aim is to do the art exhibition annually but the Artist in Residence will be every second year.
- Walk Way
 - There are challenges with the compliance costs. A meeting is scheduled with the Council early next month.
- WoodFest
 - A financial summary of the WoodFest is tabled.

FUNDING APPLICATIONS

There were no applications received prior to the meeting.

- The Dannevirke SPCA application was received during the meeting.

GENERAL BUSINESS

Woodville NZ Caring Together

D Speer advised that a webpage has been set up so people can ask for help without being judged etc. This is not a foodbank, but maybe a community pantry to support people/families with canned and non-perishable goods until the community garden commences. There is currently a foodbank run by the churches. D Speer is to liaise with R McMillan and others about what are being offered in the community and if additional support were required how this would look. If the community pantry is established the venue could be the supper room, it is very central, safe and people will not know why they are popping in and out. Cr Johns is to speak to Council staff (C Veale) regarding using the supper room for this purpose.

Community Garden

There are two water tanks available, one of which will be used for the rose gardens and the other for the community garden. A meeting to discuss the logistics and operational matters is still to occur.

School Community

The Chair wants to bring Woodville Districts' Vision and the School Board closer together to seek a practical closer relationship.

That R Winter writes to the School Board requesting the establishment of a closer relationship with Woodville Districts' Vision.

R Winter / A Devonshire

Carried

Signage

'Wood Ya' was copied from Kawerau. Please think about something unique that Woodville can be marketed for. Maybe think about some signage such as a welcome sign.

Woodville Water Works

The trip to view the water works was very successful, with many people sorry they couldn't attend due to short notice of the trip. However, disappointment was expressed at the maintenance of the dam, e.g. cows and damaged fencing. There is keen interest in having a repeat trip.

As there was no further business the meeting closed at 8.40pm.

AiR (Artist in Residence) Report 7th June 2016 WDV meeting report

Filip Trnka Woodville's 2016 Artist in Residence

It has been a busy time since Filip left us in March.

Firstly we have cleared out the house we had set up for him and handed back to owner. I have been in touch with the Pilsen Gallery and University to report on the programme and that we were pleased with the way Filip conducted himself and that he was a great ambassador for the University and the country.

Pilsen Gallery has made contact too, that their Lindauer exhibition has won the "Gloria Musaealis" award in their National Competition of Czech Museums 2015.

"Our gallery received the "ICOM Czech Prize", awarded by the Czech Committee of ICOM" (The International Council of Museums). Winning, out of 80 entries from 72 institutions.

The Pilsen Gallery contacted me about a delegation that was coming to visit them from the Pilsen University to find out how the AiR programme got started as they are very pleased with the way it has evolved on their part. This meeting took place and the faculty Dean being impressed with our programme also attended to find out the process.

This now has been followed up by Lenka from the public relations dept. of the University wishing for more details from us about the project and the District that looked after Filip while he was here. Her email below

Dear Mr. McIntyre,

My name is Lenka Kodytkova and together with Mr. Aubrecht I am in charge of public relations at the Ladislav Sutnar Faculty of Design and Art. I am working on an article for the university info portal and our faculty webpage about the stay of Filip Trnka in Woodville and I will appreciate your help in getting photographs from his stay and the final exhibition. Filip advised that two reporters from local newspapers might be helpful in this matter - Christine McKay (Dannevirke News) and Dave Murdoch (Bush Telegraph). I would also like to ask you for permission to use the photo of Filip standing in front of the studio which I've found online. I will appreciate any other photos documenting his stay, work and the exhibition. Together with the photos taken by Filip they will map his experience in New Zealand.

I have read your final report and I would like to thank you for making this project possible and giving our student such a wonderful opportunity. Filip says he enjoyed his stay very much and all the attention and help from the community helped him make the most of it. The prints he created in Woodville will be shown next week at the big school exhibition we hold at the end of each term.

I hope that this project will continue and look forward to further cooperation between our institutions.

With best regards from Pilsen,

Lenka Kodytkova

Filip has had an exhibition and talked to his class/art department, is required to make his semester final assignment on his NZ work' and as mentioned above is part of the 'schools big exhibition.'

Meantime back here we have had some direct and indirect spin-offs to Filip's visit;

1. Have established contact with the Dannevirke art group and planning is in place to have a District art exhibition in Woodville each autumn to complement their spring exhibition.
This giving local artists more chance of showing and selling their works.
2. Have acquired all the display panels and stands from the ex Eketahuna art exhibition group, these now will not be lost to the district, and will be available for use district wide.
3. Have formed a strong relationship with the Pacific Studio in Eketahuna.
4. We have made people outside of the district aware of goings on here through press and services that were needed to help with Filip's stay.
Specialist travel arrangements requirements sponsored Steve Lawson (Lower Hutt).
Housing sponsor Bevan and Pauline Cook (Porirua).
UCOL arts Dept. Kaye Davis PN
5. Czech TV visited and filming of Lindauer connection to Woodville.
6. Pilsen newspaper articles on Filip's travel to Woodville and his stay in the District.
7. Through Filip's visit to the Markirikiriri Marae and conversations at that time the school has been offered some help from Wellington Photograph Supplies Ltd. with their new digital photographic studies programme that is in its infancy at their school.
8. Made contact with the pupils of Woodville School while holding two art class lessons.
9. This project has made people of our District and Pilsen aware of each other's connection through Lindauer.
10. Ongoing contact with Pilsen Gallery and University with the wish of all parties to repeat the project again in 2018.
11. There doesn't appear to be any downside to this arrangement and it can only be good for the Tararua District as a whole.

Finance;

| | |
|---------------------------------|---------------------------|
| Air fare | 3,618.00 |
| Travel insurance | 250.00 |
| Farewell gift | 140.00 |
| Rental accommodation supplement | 1,000.00 |
| Rental expenses (stove) | 350.00 |
| Public welcome food | 100.00 |
| Advert | 65.00 |
| Totalling | <u>\$ 5,523.00</u> |



Report

Date : 22 June 2016

To : Mayor and Councillors
Tararua District Council

From : Malcolm Thomas
Strategy and Policy Adviser

Subject : **Final Decisions Following Submissions on the Class 4 Gambling and Racing Board Venue Policy**

Item No : **10.1**

1. Reason for Report

- 1.1 The Council is required by Section 102(5) of the Gambling Act 2003 and Section 65E(6) of the Racing Act 2003 to complete a review of its Venue Policy within three years of the previous review being completed. The current policy was adopted on 31st July 2013.
- 1.2 Council adopted a draft policy for consultation on 30th March, consulted between 11th April and 12th May, and heard submissions on 24th May. Final decisions on the Policy are now required, including considering points raised in the two submissions received.

2. Introduction

- 2.1 The Gambling Act 2003 requires Tararua District Council to have a policy on Class 4 venues (Gambling Venue Policy) for its district, and the Racing Act 2003 also requires the Council to have a policy on Board Venues (Board Venue Policy). This must be reviewed every three years.
- 2.2 Council's Board Venue Policy established under Section 65D of the Racing Act 2003 must specify whether or not new Board venues may be established in the district and, if so, where they may be located.

- 2.3 Class 4 gambling involves the use of an electronic gaming machine outside a casino. It may only be conducted by a corporate society and the net proceeds can only be used for authorised purposes. The Council is required to have a Class 4 venue policy which:
- Must specify whether or not Class 4 venues may be established in the district and if so, where they may be located; and
 - May specify any restrictions on the maximum number of machines that may be operated at a Class 4 venue.
- 2.4 A society must apply for the Council's consent before it:
- Establishes new gaming machine venues; or
 - Increases the number of machines that may be operated from existing venues.
- 2.5 The purpose of the Gambling Act 2003 is to:
- a) control the growth of gambling; and
 - b) prevent and minimise the harm caused by gambling, including problem gambling; and
 - c) authorise some gambling and prohibit the rest; and
 - d) facilitate responsible gambling; and
 - e) ensure the integrity and fairness of games; and
 - f) limit opportunities for crime or dishonesty associated with gambling; and
 - g) ensure that money from gambling benefits the community; and
 - h) facilitate community involvement in decisions about the provision of gambling.
- 2.6 The Tararua District Council Gambling and Racing Board Venue Policy covers Class 4 venues operated by societies and clubs, and also New Zealand Racing Board venues. All current licensed Class 4 venues that have not ceased operations for more than six months, do not require consent from the Council to continue their operations.

3. Issues

3.1 Number of Venues and Machines

- 3.1.1 The Council had permissive policies with no restrictions on the number of venues or the overall number of machines in 2004 and 2007. The policy then did not include a sinking lid target for machines. The 2010 review included a policy that aimed to reduce the number of Class 4 gambling machine numbers to under 100 via a continuous sinking lid policy. The review of the policy in 2013 confirmed this sinking lid policy. The draft policy proposed to continue with the current policy.
- 3.1.2 Since the adoption of the original policy in 2004, the number of Class 4 venues operating in the district has decreased from 15 to 11, and the number of Class 4 gambling machines has fallen from 127 to 118 (with a peak of 134 in 2012). The reduction in venues and machines has taken place by a process of natural attrition as venues cease operating over time.

3.1.3 The proportion of gaming machines in the Tararua district has decreased since 2013, after steadily increasing from 2004 to 2013. Relatively the Tararua share of these machines is much higher than it was in 2004 despite recent reductions in numbers. This reflects the extensive efforts by many communities around New Zealand to reduce the number of Class 4 gaming machines.

3.1.4 The proportion of gaming machines in the Tararua district is now declining after increasing from 2004 to 2013. Numbers of gaming machines have also reduced significantly across New Zealand (from 22,231 in 2004 to 16,393) reflecting the extensive efforts by many communities to reduce the number of gaming machines. The number of gaming machines in Tararua has not fallen by a similar proportion (it would be <100), leading to a higher share of the national total.

3.2 Peer Councils Policies

3.2.1 The trends around New Zealand are for councils to at least cap the number of gaming machines. Peer councils were researched in 2013 to see what their Class 4 Gambling Venue Policies were. Only one Council with a similar population, Central Otago District, had a permissive policy with no caps in place.

3.2.2 Looking at the results of the 2013 research, Tararua had a relatively high number of machines, and a high amount of gross proceeds per resident. Of the 13 councils assessed, only South Waikato had fewer residents per machine, and only Horowhenua and South Waikato had a higher amount of gross proceeds per resident. Clearly, there were more than sufficient gaming machines in Tararua. These numbers have not been updated as it is considered that relative differences have not changed.

3.3 Gambling Proceeds and Impacts

3.3.1 The Council must balance the benefits received by many community groups in the district through grants, versus the potential harm to residents as a result of gambling.

3.3.2 Gambling proceeds from Class 4 gaming machines in Tararua has been declining over the last decade, but closely matches the proportion of New Zealand population.

| Gross Gaming Machine Proceeds | \$ | % of NZ Proceeds |
|--------------------------------------|-----------|-------------------------|
| September Quarter 2015 | 790,771 | 0.37% |
| September Quarter 2012 | 860,939 | 0.4% |
| September Quarter 2007 | 1,033,433 | 0.42% |

- 3.3.3 While the proceeds will flow on to benefit many community groups in the district, it is probably having a significant detrimental impact on a number of lower income households. Declining proceeds will result in fewer grants available to local community groups and events.
- 3.3.4 There are only a very small number of residents using the problem gambling health support services. Research suggests that access to machines (number of venues) is more relevant to problem gambling than the number of machines.
- 3.3.5 There are small numbers of residents in Tararua receiving problem gambling support services. Numbers vary over time but there is no evidence of a growing problem (more than it has been since 2005). The percentage of problem gamblers seeking help in Tararua as a proportion of the national total is much lower than the population would suggest (0.06% in 2015).

| | Service User Data - Problem Gambling | |
|------------------|---|-----------------------|
| June Year | New Clients* | Total Clients# |
| 2015 | 4 | 8 |
| 2014 | 10 | 12 |
| 2013 | 4 | 5 |
| 2012 | 1 | 5 |
| 2011 | 8 | 11 |
| 2010 | 3 | 8 |
| 2009 | 4 | 8 |
| 2008 | 8 | 10 |
| 2007 | 7 | 8 |
| 2006 | 1 | 1 |
| 2005 | 1 | 1 |

* New Clients – The number of clients that have contacted an intervention service for the first time in the period for psychosocial support either by phone or face-to-face in this territorial authority

Total number clients assisted in this year in this territorial authority (includes new clients and clients who first contacted a service in a previous year)

3.4 Statutory Considerations – Review of Existing Policy

- 3.4.1 When reviewing a policy the Council must have regard to the social impact of gambling in the district.

3.4.2 In determining its policy on whether Class 4 venues may be established, where any venue may be located and any restrictions on the maximum number of gaming machines that may be operated at venues, the Council may have regard to any relevant matters, including:

- a) The characteristics of the district and parts of the district;
- b) The location of kindergartens, early childhood centres, places of worship and other community facilities;
- c) The number of gaming machines that should be permitted to operate at any venue of class of venue;
- d) The cumulative effects of additional opportunities for gambling in the district;
- e) How close any venue should be permitted to be to any other venue;
- f) What the primary activity at any venue should be.

3.4.3 **Is the Policy Justified?**

It is generally acknowledged that gambling is harmful to a section of the Tararua community and often those who participate are those who can least afford it. The contrary argument is that the activity assists with providing employment, including venue payments, is enjoyed by many (the large majority) and provides funding for community organisations.

The research carried out through the Ministry of Health on problem gambling indicates that a very small group of people suffer considerable harm from problem gambling. This proportion is assessed at between 0.3% and 0.7% of the population. Another 1% was assessed as being of moderate risk (may or may not lead to significant problems). Research indicates that problem gambling rates are not increasing, and may not be directly linked to the number of gaming machines. On-line access to gambling is also changing the way that people gamble.

Tararua district has a high, but declining, proportion of gaming machines relative to the New Zealand average. Since 2004, the total number of approved gaming machines in New Zealand has declined by over 26%.

Overall, the assessment is that the sinking lid policy is working in reducing the number of gaming machines. The current policy allows for a new venue only as a replacement for one that has closed, and only by the same society. However, there is increasing evidence that the amount of people being assessed as problem gamblers is not being reduced with further reductions in gaming machine numbers.

Changing the current policy should be approached with caution. Removing the current restrictions will result in more gaming machines in the district. Once in place it can take a number of years to reduce numbers again if harm from gambling increases. The Council needs to consider ongoing research and societal trends, as well as undertake further consultation with the community. The Council may wish to consider the continued use of a sinking cap as part of the next review of this policy.

3.5 Consideration of Submissions

3.5.1 Two submissions were received.

| Name of Organisation | Submission Number | Overview of Key Requested Actions | Officers Recommendation / Comments |
|--------------------------|-------------------|---|--|
| New Zealand Racing Board | 1 | <ul style="list-style-type: none"> Requests that the cap on machines should be lifted to the current number, and place a cap on current venue numbers (118 machines and 11 venues). Asks for a relocation policy be introduced that allows existing operators to relocate while keeping numbers the same. Notes the racing industry has a significant economic input into the local and regional economy. New Zealand has a low problem gambling rate, and numbers for Tararua district are low. Considerable new regulations have been introduced to reduce the harm caused by Class 4 gambling machines. There is considerable benefits to community organisations from the community grants generated by Class 4 gambling machines. Reducing Class 4 gaming machines is likely to result in more on-line gambling that has no controls or community benefits. | <ul style="list-style-type: none"> Legislation was passed in September 2013 that requires the Council to consider whether to introduce a relocation clause. The request is reasonable and allows operators to invest in new premises in another location without increasing machine or venue numbers. Accept that gaming machines and venues are in decline, as are community grants from gambling proceeds. Accept that problem gambling rates are steady. The Council should carefully consider lifting the cap on machine numbers to the current number as part of the next policy review. This could be done as part of the 2018 Long Term Plan process. |

| | | | |
|---------------------|---|---|---|
| Infinity Foundation | 2 | <ul style="list-style-type: none"> • Venues should be able to have more machine numbers (greater than 9). • Policy will result in less proceeds for distribution over time. | <ul style="list-style-type: none"> • The current statutory cap for new venues as set out in the Gambling Act 2003 is 9 machines. Council has no ability to change this, while for existing venues the sinking lid means they are also capped at current numbers. • The maximum number of gambling machines under original legislation was 18. |
|---------------------|---|---|---|

3.5.2 The Council must set the policy within the parameters of the Gambling Act 2003. New provisions relating to relocation policies were introduced in September 2013 as a result of a private members bill. The new clauses require all councils to consider whether or not to adopt a relocation policy during the review of the Gambling Policy (Section 102 of the Gambling Act 2003). A relocation policy, (Section 101(5) of the Gambling Act 2003), is a policy setting out if and when the Council will grant consent for a new venue to replace an existing venue within the district. The effects of a relocation policy are set out under Section 97A of the Gambling Act 2003.

3.5.3 The relocation policy will allow existing operators to relocate to a different location with the same number of machines (so this could be up to 18). They will still need to comply with the location and other conditions of the Gambling Policy (Sale and Supply of Alcohol Act 2012, District Plan provisions). The existing venue would lose its license and another operator would have to reapply for a new licence to operate at that location. The overall impact would be no increase to gaming machine numbers.

3.5.4 The intent of the relocation policy is to allow existing operators to invest in new or upgraded premises at a new location without being penalised. Currently they are locked into remaining at the current location.

3.5.5 Currently the overall policy objective is to reduce gaming machine numbers in order to limit gambling related harm to the community. The sinking lid target of 100 gaming machines is the main tool to achieve this, and has been successful over the last six years.

3.5.6 Current research is suggesting that reducing gaming machine numbers further (from the current 118) may not reduce the incidence of problem gambling. The Council should consult with the community on having a gaming machine target closer to the current numbers as part of the next policy review.

4. Consultation

- 4.1 The draft Class 4 Gambling and Racing Board Venue Policy was publicly consulted on. Existing operators, iwi and societies were notified by letter. The Council adopted the draft Gambling Policy on 30th March, and heard one of two submissions at a hearing on 24th May.

5. Recommendation

- 5.1 *That the report from the Strategy and Policy Adviser dated 22 June 2016 concerning Final Decisions Following Submissions on the Class 4 Gambling and Racing Board Venue Policy (as circulated) be received, and*
- 5.2 *That the submissions forwarded to the draft Class 4 Gambling and Racing Board Venue Policy review be noted, and*
- 5.3 *That the current sinking lid policy with a target for Class 4 gaming machine numbers of 100 be retained, and*
- 5.4 *That a relocation policy that allow existing operators to relocate their venues with the same number of gaming machines as in operation immediately prior to the relocation be introduced, and*
- 5.5 *That the Council adopt the Class 4 Gambling and Racing Board Venue Policy as set out in appendix 1 attached to this report.*

Attachments

1. Appendix 1 - Class 4 Gambling and Racing Board Venue Policy

Appendix 1 - Class 4 Gambling and Racing Board Venue Policy

1. Introduction

The Gambling Act 2003 requires Tararua District Council to have a policy on Class 4 venues (Gambling Venue Policy) for its district, and the Racing Act 2003 also requires the Council to have a policy on Board venues (Board Venue Policy).

Council had permissive policies with no restrictions on the number of venues or the overall number of machines in 2004 and 2007. The Policy then did not include a sinking lid target for machines. The 2010 review included a policy that aimed to reduce the number of Class 4 gambling machine numbers to under 100 via a continuous sinking lid policy. The review of the policy in 2013 and in 2016 confirmed this sinking lid policy.

Since the adoption of the original policy in 2004, the number of Class 4 venues operating in the district has decreased from 15 to 11, and the number of gaming machines has fallen from 127 to 118 (with a peak of 134). The reduction in venues and machines is taking place by a process of natural attrition as venues cease operating over time.

After reviewing the current policy, the Council remains committed to retaining the sinking lid policy on the number of Class 4 venues and gaming machines within the district. This reaffirms that the Council will not approve the establishment of any more venues or further gaming machines until achieving the target to reduce the number of machines to fall below 100. That objective acknowledges the social impact of gambling and the harm caused to its communities.

The Gambling Act 2003 also amended the Racing Act 2003. Council's Board Venue Policy established under Section 65D of the Racing Act 2003 must specify whether or not new Board venues may be established in the district and, if so, where they may be located.

The purpose of the Gambling Act 2003 is to:

- a) control the growth of gambling; and
- b) prevent and minimise the harm caused by gambling, including problem gambling; and
- c) authorise some gambling and prohibit the rest; and
- d) facilitate responsible gambling; and
- e) ensure the integrity and fairness of games; and
- f) limit opportunities for crime or dishonesty associated with gambling; and
- g) ensure that money from gambling benefits the community; and
- h) facilitate community involvement in decisions about the provision of gambling.

The Tararua District Council Gambling and Racing Board Venue Policy covers Class 4 venues operated by societies and clubs, and also New Zealand Racing Board venue.

All current licensed Class 4 venues that have not ceased operations for more than six months, do not require consent from the Council to continue their operations. Council has added a relocation policy in 2016 to allow existing operators to relocate with the same number of machines. The ability for Council to allow this was enacted in 2013.

Council has developed the Gambling and Racing Board Venue Policy with regard for the social impact of gambling within its district as required by the Gambling Act 2003, and the Racing Act 2003. Research by Ministry of Health and the Department of Internal Affairs shows that there is an adverse social impact to parts of the community caused by gambling. Tararua District has a high, but declining, proportion of gaming machines relative to the New Zealand average. Since 2004, the total number of approved gaming machines in New Zealand has declined by over 26%.

1.1 Class 4 Gambling

Class 4 gambling involves the use of an electronic gaming machine outside a casino. It may only be conducted by a corporate society and the net proceeds can only be used for authorised purposes.

Section 101(3) of the Gambling Act 2003 requires that the gambling venue policy:

- Must specify whether or not Class 4 venues may be established in the district and, if so, where they may be located
- May specify any restrictions on the maximum number of gambling machines that may be operated at a Class 4 venue.

A society must apply for Council's consent before it:

- Establishes new gaming machine venues; or
- Increases the number of machines that may be operated from existing venues.

1.2 New Zealand Racing Board (NZRB) Venues

The Racing Act 2003 also requires the Council to adopt a NZRB venue policy for the district. The policy must specify whether new NZRB venues may be established in the district and if so, where they may be located. This policy only applies to standalone venues and not other venues such as clubs and bars where TAB betting services are provided.

2. Objectives and Scope of the Policy

2.1 Objectives

The objectives of the policy are to:

- manage the number and location of venues and gaming machines within the district;
- to allow those who wish to participate in this form of gambling, to do so within the district and;
- to have regard to the social impact of gambling within the district.

2.2 Scope

This policy only applies to class 4 and NZRB venues within the Tararua District that require Council's consent to operate.

For class 4 venues, consent is required:

- if a corporate society wants to increase the number of gaming machines that it operates at a class 4 venue from the number currently licensed;
- if a corporate society wants to apply for a class 4 venue licence for a new venue that has not previously been licensed;
- if a corporate society wants to relocate their class 4 venue licence;
- if a corporate society wants to apply for a class 4 venue licence for a venue that has been previously licensed, but not within the last six months.

Council consent is not required where a class 4 venue;

- was licensed prior to 17 October 2001, and
- has not ceased operations for any period longer than six months, and
- does not increase the number of machines on the premises.

For NZRB venues, Council consent is required if a new NZRB venue is proposed.

3. Class 4 Venue Policy

This policy is adopted by the Tararua District Council in accordance with sections 101 and 102 of the Gambling Act 2003.

3.1 Description

The Tararua District Council adopts a sinking lid approach to the number of class 4 venues and gaming machines. Subject to the consent conditions below, it will not approve the establishment of any more venues or gaming machines in the district until the number of gaming machines falls below 100.

The sinking lid target refers to the number of Class 4 gaming machines that have been approved to operate.

3.2 Consent Conditions

The Council will not consent to an increase in the number of gaming machines in an existing Class 4 gambling venue.

The Council will consider granting a consent to the establishment of a new class 4 venue only where there is a corresponding disestablishment of an existing class 4 gambling venue within the district.

The following conditions must be met for a consent to be considered:

- The applicant corporate society is disestablishing an existing class 4 venue,
- The new class 4 venue will have no more than nine machines,
- The new class 4 venue will be located on premises licensed under the Sale and Supply of Alcohol Act 2012 (either an on-licence or a club licence), or be a NZRB venue,
- All new venues must comply with district plan provisions.
- No new Class 4 Gambling Venue or TAB (NZRB) Venue may be closer than 100 metres pedestrian distance of any school, early childhood centre, kindergarten or place of worship.

3.3 Venue Relocation Policy

A new venue consent will be issued by Council in the following circumstances:

- a) Where the venue is replacing an existing venue within the district; and
- b) Where the existing venue operator consents to the relocation; and
- c) Where the proposed new location meets all the other requirements of this Policy

In accordance with section 97A of the Gambling Act 2003, when consent is sought to relocate a venue under this relocation provision, the new venue may operate up to the same number of machines that was permitted to operate at the old venue immediately before the old venue licence is cancelled.

As set out in section 97A(2)(c) of the Gambling Act 2003, when the new venue is granted a new consent under this relocation policy, the old venue must be treated as if no class 4 venue licence had ever been held by any society for that venue. The old venue will therefore require a new consent from Council to continue to operate class 4 gambling machines and will be subject to all new consent requirements.

4. New Zealand Racing Board Policy

This policy is adopted by the Tararua District Council in accordance with sections 65D and 65E of the Racing Act 2003.

The Council will approve standalone NZRB venues established anywhere within the Tararua District, subject to the provisions of the Tararua District Plan and meeting application and fee requirements.

5. Administration

5.1 Applications

Applications for Council consent must be made on the approved form and must provide:

- name and contact details for the application;
- street address of the premises proposed for the venue;
- the names of management staff;
- evidence of police approval for the owners and the managers of the venue;
- a 12 month business plan or budget for the establishment, covering both gambling and other activities proposed for the venue;
- a site plan covering both gambling and other activities proposed for the venue, including details of each floor of the venue;
- details of liquor licence(s) applying to the premises, if required.

5.2 Fees

These will be set by the Council from time to time in the Long Term Plan and as specified in appropriate legislation and regulations, and shall include consideration of:

- the cost of processing the application, including any consultation and hearings involved;
- the cost of triennially reviewing the Class 4 gambling venue and NZRB venue policy;
- the cost of inspecting Class 4 gambling venues on a regular basis to ensure compliance with consent or licence conditions;
- a contribution towards the cost of triennial assessments of the economic and social impact of gambling in the district.

6. Commencement of Policy and Review

This policy was adopted on 29th June 2016.

The Council will complete a review of this policy within three years of its adoption.



Report

Date : 21 June 2016

To : Mayor and Councillors
Tararua District Council

From : Malcolm Thomas
Strategy and Policy Adviser

Subject : **Adoption of the Food Act 2014 Fees and Charges**

Item No : **10.2**

1. Reason for Report

- 1.1 The new Food Act 2014 (the Act) requires food premises to operate under a Food Control Plan or National Programme and has associated new fee setting requirements for food premises registration, verification and monitoring and compliance activities. Tararua District Council's (Council) functions in relation to the Act's Food Control Plans commenced on 1 March 2016.
- 1.2 The Act provides the Council with the ability to fix fees to recover the direct and indirect costs of the Council's functions under the Act. Prior to fixing fees under the Act, the Council is required to consult on the proposed fees using the special consultative procedure of the Local Government Act 2002.
- 1.3 The Council consulted on three options from 4 April to 9 May 2016, with the preferred option to set fixed fees to recover some (35%) of these costs in a similar proportion to the fees currently charged under the old legislation. Council is required to consider the submissions received and decide which option to proceed with. The 2016/17 Annual Plan that Council is adopting at this meeting has the preferred option fees included in the budgets.

2. Introduction

- 2.1 The Food Act 2014 (the Act) received royal assent in June 2014. Currently, the Council's fees for licensing and related activities for food service business are set in accordance with the requirements of the Food Hygiene Regulations 1974. The Council has to date set these fees annually by resolution, with the fees incorporated into the annual fees and charges document. The Food Act 2014 however requires that fees must be set using the special consultative procedure of the Local Government Act 2002.

- 2.2 The new Act requires food businesses to operate under a risk-based measure and has associated new fee setting requirements for food business registration, verification and monitoring and compliance activities.
- 2.3 Existing food premises operating under the Food Hygiene Regulations 1974 have a three year transitional period (March 2016 – March 2019) in which to move to Food Control Plans or National Programme, but new operations must operate under one of the risk-based measures from 1 March 2016. The Council has been proactive in assisting food operators to transfer to Food Control Plans under a voluntary implementation programme made available under the Food Act 1981. The Food Act 1981 will be repealed once the Food Act 2014 comes into full force on 1 March 2019.

3. Issues

3.1 Council's Functions under the Food Act 2014

- 3.1.1 The commencement provisions in the Act require the Council to be ready to perform the following functions under the Act from 1 March 2016:

- **Registration**
Receiving and processing of applications for registration of food businesses.
- **Verification**
Undertake verification activities for those premises operating under a Food Control Plan.
- **Compliance and monitoring activities**
Undertake compliance and monitoring activities across the district.

- 3.1.2 Section 205(1) of the Act enables the Council, by resolution, to fix fees to recover the direct and indirect costs of any registration, verification, compliance and monitoring functions performed under the Act after consulting using the special consultative procedure of the Local Government Act 2002.

- 3.1.3 Section 205(5)(c) of the Act requires that fixed fees must comply with any regulations made under Section 206 of the Act. To date no regulations have been made under this section of the Act that relate to the setting of fees by territorial authorities. The Council may have to review its fees in light of any future regulations.

3.2 Setting of Fees

- 3.2.1 The Council has decided to set fees to recover a portion of the direct and indirect costs of its functions performed under the Act.
- 3.2.2 Recovering costs in this manner recognises the benefit to the direct user of the service while also recognising the public benefit for the community in relation to the functions performed.

- 3.2.3 This aligns with the Council's Revenue and Financing Policy, which identifies that in funding regulatory services functions, the majority of funds should be sourced through fees with a minority funded through general rates. The Environmental Health part of Regulatory Services currently recovers 35% of costs from user charges.
- 3.2.4 The Council currently charges fees under the Food Hygiene Regulations 1974 to recover environmental health functions for food premises. Food premises subject to the requirements of the Act have up to three years to transition to the requirements of the Act. Until they transition to the new Act, such premises will be subject to the Council's current fees. Fees under the Act will eventually replace the Council's current fees under the Food Hygiene Regulations 1974 after the transitional period ends in 2019.
- 3.2.5 The Council has decided to set fees to recover some the costs of performing its functions from the 2016/17 year. This is to enable the Council to charge any new food premise or any food premise already operating under or wanting to transition over to the requirements of the Food Act 2014, from 1 July 2016.
- 3.2.6 The Council is required to take into account the criteria in Section 198(2) of the Act when fixing fees:
- (a) Equity,
 - (b) Efficiency,
 - (c) Justifiability, and
 - (d) Transparency

3.3 Method and Scale of Fees

- 3.3.1 The Council proposed the following fee structure to ensure the recovery of a proportion of the direct and indirect costs it incurs in performing this function. The new fees will come into effect on 1 July 2016. From the 2016/2017 year onwards, it is anticipated fees and charges for food business related activities under the Act will be included in the Council's fees and charges consultation process. These proposed fees are estimated to recover 35% of the direct and indirect costs. The balance of costs will be funded through general rates.

Proposed fees

| Function | Fees (inclusive of GST) | Timing of payment |
|---|--|--|
| Registration Application for registration of food control plan based upon a template or model issued by MPI or a business subject to a national programme | \$200 (includes up to 3 hours of processing time) \$140 per hour for every extra hour of process time | \$140 payable by the applicant on application for registration Any remainder payable within 20 working days of issue of invoice |

| | | |
|---|--|--|
| Renewal of Registration Application for renewal of registration | \$100 fixed fee (includes up to 2 hours of processing time) \$140 per hour for every extra hour of processing time | \$140 payable by the applicant on application for registration Any remainder payable within 20 working days of issue of invoice |
| Amendment to Registration Amendment to registered Food Control Plan based on a template or model issued by MPI or to registration of a business subject to a national programme | \$100 fixed fee (includes up to 1 hour of process of application) \$140 per hour for every extra hour of processing the application | \$140 payable by applicant on application Any remainder payable within 20 working days of issue of invoice |
| Verification Verification including site visits and compliance checks with Food Plans, and also covers any follow up verification site visits to check remedial actions/verification checks | \$245 fixed fee (includes up to 2 hours of verification activity) \$140 for every additional hour of verification activity | Payable within 20 days of issue of invoice |

| Function | Fees (inclusive of GST) | Timing of payment |
|---|--|--|
| Compliance and Monitoring <ul style="list-style-type: none"> Complaint driven investigation resulting in issue of improvement notice by Food Safety Officer Application for review of issue of improvement notice Monitoring of food safety and suitability | \$140 per hour \$140 per hour \$140 per hour | Payable within 20 days of issue of invoice |
| Premises Transitioning to Food Act 2014 | Food hygiene registration payment will be transferred to the Food Act registration on a pro rata basis | Payable by the applicant on application for registration |

4. Consultation

- 4.1 The Council is required to consult through a special consultative procedure as set out in the Local Government Act 2002, and it consulted on the following options:

4.1.1 Option 1

Fix fees to recover up to 35% of the full direct and indirect costs of the Council's functions under the Food Act 2014.

This was considered the most equitable option ensuring that funding for the Council's functions under the Act will be sourced primarily from the users or beneficiaries of those functions, but also to a lesser extent from rates and other general funding sources due to the public benefit of providing the service. This reflects the current policy and fee charges set under the old legislation.

4.1.2 Option 2

Fix fees to recover 70% of the direct and indirect costs of the Council's functions under the Food Act 2014.

The fixed fee for verification would need to be set at \$490, renewals at \$200, and a registration fee of \$400 introduced.

This option does not align with the Council's existing fee structures (contained in the Long Term Plan 2015/2025) for food functions under the Food Hygiene Regulations 1974 or the Council's Revenue and Financing Policy.

4.1.3 Option 3

Decide not to fix fees to recover the direct and indirect costs of the Council's functions under the Food Act 2014.

This option would mean that the full cost of the Council's functions under the Food Act 2014 would have to be recovered from rates or another funding source. This would add an estimated \$57,000 (0.27%) onto the general rates.

4.1.4 Consideration of Submissions

Twelve submissions were received as follows:

| No | Name of Person / Business | Option 1 | Option 2 | Option 3 | Comment |
|----|-----------------------------------|----------|----------|----------|---|
| 1 | Kelly / Tyle Red Sky Café | ✓ | | | Support option 1 because it is the least expensive |
| 2 | Ann Chon | | ✓ | | |
| 3 | Jacqueline Lowe, Pongaroa Café | | | ✓ | It is hard enough now running a small business with all the costs |
| 4 | Justin Leck, McDonalds | | | ✓ | |

| | | | | | |
|-------------|---|---|---|---|--|
| 5 | Anne Broadley, Subway Dannevirke | ✓ | | | |
| 6 | Teresa deVries, New Central Motor Inn | ✓ | | | |
| 7 | Philpot | ✓ | | | |
| 8 | Dany Sor | ✓ | | | |
| 9 | Robert Braddick, Eketahuna Golf Club | ✓ | | | Council are keeping the costs reasonable, and we believe that users should bear some of the costs rather than ratepayers bearing the full costs. As long as Council keeps their costs at a reasonable rate, they have our support. |
| 10 | Yan jun, Black Stump Café | ✓ | | | |
| 11 | Jiaxin Chen | ✓ | | | Good balance between shop and Council. |
| 12 | Ken Mui, Holiday Inn Chinese Takeaways | ✓ | | | |
| Total of 12 | | 9 | 1 | 2 | |

One person wished to be heard, but did not appear in person on the day of the hearing.

5. Recommendation

- 5.1 *That the report from the Strategy and Policy Adviser dated 21 June 2016 concerning the Adoption of the Food Act 2014 Fees and Charges (as circulated) be received, and*
- 5.2 *That the submissions forwarded on the proposed fees structure relating to the Food Act 2014 be noted, and*
- 5.3 *That the Council adopt option 1 to form the basis of the fees statement under the Food Act 2014 to come into effect on 1 July 2016, being as follows:*

| <i>Function</i> | <i>Fees (inclusive of GST)</i> | <i>Timing of payment</i> |
|---|---|---|
| <i>Registration Application for registration of Food Control Plan based upon a template or model issued by MPI or a business subject to a national programme</i> | <i>\$200 (includes up to 3 hours of processing time) \$140 per hour for every extra hour of process time</i> | <i>\$140 payable by the applicant on application for registration Any remainder payable within 20 working days of issue of invoice</i> |
| <i>Renewal of Registration Application for renewal of registration</i> | <i>\$100 fixed fee (includes up to 2 hours of processing time) \$140 per hour for every extra hour of processing time</i> | <i>\$140 payable by the applicant on application for registration Any remainder payable within 20 working days of issue of invoice</i> |
| <i>Amendment to Registration Amendment to registered Food Control Plan based on a template or model issued by MPI or to registration of a business subject to a national programme</i> | <i>\$100 fixed fee (includes up to 1 hour of process of application) \$140 per hour for every extra hour of processing the application</i> | <i>\$140 payable by applicant on application Any remainder payable within 20 working days of issue of invoice</i> |
| <i>Verification Verification including site visits and compliance checks with Food Plans, and also covers any follow up verification site visits to check remedial actions/ verification checks</i> | <i>\$245 fixed fee (includes up to 2 hours of verification activity) \$140 for every additional hour of verification activity</i> | <i>Payable within 20 days of issue of invoice</i> |



Report

Date : 21 June 2016
To : Mayor and Councillors
Tararua District Council
From : Raj Suppiah
Chief Financial Officer
Subject : **2016/17 Annual Plan and Fees and Charges Schedule**
Item No : **10.3**

1. Reason for the Report

- 1.1 To adopt the 2016/17 Annual Plan, which is year two of the 2015-25 Long Term Plan, before the commencement of the year to which it relates, which is 1 July 2016, as required by Section 95 of the Local Government Act 2002 (LGA).

2. Background

- 2.1 The Council adopted the Draft Annual Plan, along with the schedule of the proposed fees and charges on 30 March 2016.
- 2.2 This Annual Plan marks a departure from previous processes for adopting Annual Plans, reflecting changes to the Local Government Act in 2014. Without any significant changes to the Long Term Plan, the Council is no longer required to consult on this Annual Plan.
- 2.3 The Council made the Draft Annual Plan available for public comment and any feedback.
- 2.4 The Draft Annual Plan was distributed as follows:
- Copies available for reading/viewing at all of the Council's Service Centres and its Libraries throughout the district
 - Through the Council's website www.tararua.govt.nz
 - Each ratepayer received a Draft Annual Plan pamphlet along with a mock invoice setting out the proposed rates for their property

- 2.5 The Council received sixteen feedback/comments on the Draft Annual Plan. The Council in developing the Long Term Plan previously considered the majority of the issues raised.

3. Significance Assessment

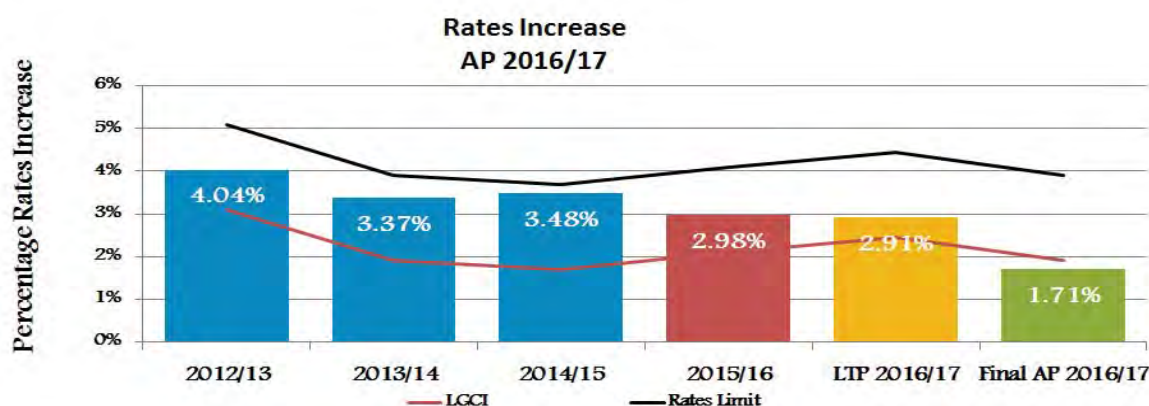
- 3.1 The Draft Annual Plan 2016/17 continues the priorities of efficient local infrastructure, public services and regulatory functions as consulted on through the Long Term Plan.
- 3.2 The proposed changes recommended are not considered significant in terms of the Council's Significance and Engagement Policy.

4. Highlights and Key Changes between the Annual Plan and Long Term Plan

- 4.1 The highlights and key changes from the Draft Annual Plan are as follows:

4.2 Rates Increase

- 4.2.1 The overall rates increase for 2016/17 is 1.71% compared to the 1.61% in the draft. This is significantly less than the 2.9% increase forecast in the Long Term Plan. This is consistent with the key outcomes in the Council's Financial Strategy – 'affordability' and "financial sustainability".



4.3 Rates Incidence

- 4.3.1 Refer to appendix 1 for the detailed rates in the dollar for each rate type. The significant changes from the Draft Annual Plan are :

- The Uniform Annual General Charge is increased from \$505.62 in the Draft Annual Plan to \$511.71 in the final Annual Plan mainly due to the depreciation expense; significant increase was noted for roading and footpath and decreases in the three water activities. Hence, the Uniform Annual General Charge was adjusted to maintain a balanced sector rates incidence that was similar to the Draft Annual Plan.

- Lower district roading rates due to the increase in New Zealand Transport Agency subsidies.
- Sector targeted rates –mainly due to the increase in footpath depreciation expense resulting from a significant increase in asset values.
- Decrease to district water and wastewater targeted rates due to the decrease in depreciation expense resulting from a significant decrease in asset values.

4.4 Uniform Annual General Charge and Rates by Sector

4.4.1 The Uniform Annual General Charge (UAGC) is set at 29.15% (28.96% in Draft Annual Plan) of total rates. The resulting draft rates by sector and the UAGC for the 2016/17 year are as follows:

MODEL - Consultation Final
Final Draft Annual 2016/17
UAGC at \$505.65
Rates cap is at 28.96%

| Draft AP 2016/17 | | | | |
|-----------------------|-------------------|-------------------|-----------------------------|----------------------------|
| Sector | Year 1 LTP | Rates by Sector | \$ change from current year | % Change from Current year |
| Rural | 12,854,059 | 12,967,054 | -112,995 | 0.88% |
| Urban | 9,184,121 | 9,404,342 | -220,221 | 2.40% |
| Industrial/Commercial | 1,550,083 | 1,612,127 | -62,044 | 4.00% |
| Windfarms | 181,532 | 168,845 | 12,687 | -6.99% |
| TOTAL RATES | 23,769,795 | 24,152,368 | -382,573 | 1.61% |

MODEL : Final
Final Annual Plan 2016/17
UAGC at \$511.71
Rates cap is at 29.15%

| Final AP 2016/17 | | | | |
|-----------------------|-------------------|-------------------|-----------------------------|----------------------------|
| Sector | Year 1 LTP | Rates by Sector | \$ change from current year | % Change from Current year |
| Rural | 12,854,059 | 12,977,959 | -123,900 | 0.96% |
| Urban | 9,184,121 | 9,419,824 | -235,703 | 2.57% |
| Industrial/Commercial | 1,550,083 | 1,608,743 | -58,660 | 3.78% |
| Windfarms | 181,532 | 168,948 | 12,584 | -6.93% |
| TOTAL RATES | 23,769,795 | 24,175,474 | -405,679 | 1.71% |

4.4.2 For the Industrial/Commercial sector, if you exclude one significant ratepayer (Fonterra Cooperative Group Ltd) the sector rates increase is 2.38%.

| Sector | Current Year | Draft | Final | |
|-------------------------------|--------------|--------------|--------------|----------------------|
| | % Increase | % Increase | % Increase | \$ Change from Draft |
| Rural | 2.02% | 0.88% | 0.97% | (11,087) |
| Urban | 3.01% | 2.40% | 2.62% | (20,608) |
| Industrial/Commercial | 3.42% | 2.85% | 2.36% | 8,467 |
| Overall rates increase | 2.98% | 1.61% | 1.71% | (23,228) |

| Sector | 2015/16 | 2016/17 | For both years | |
|-------------------------------|--------------|--------------|----------------|--------------|
| | % Increase | % Increase | Total | Average |
| Rural | 2.02% | 0.97% | 2.99% | 1.50% |
| Urban | 3.01% | 2.62% | 5.63% | 2.82% |
| Industrial/Commercial | 3.42% | 2.36% | 5.78% | 2.89% |
| Overall rates increase | 2.98% | 1.71% | 4.69% | 2.35% |

4.4.3 The main reasons for the rates increase from the Draft Annual Plan are health and safety and the Audit and Risk Committee additional costs.

4.5 Valuation of Infrastructure assets

4.5.1 The Council completed the valuation of its infrastructure assets and the valuation report is currently being peer reviewed by an independent valuation firm.

4.5.2 The summary of the valuation movements is detailed in the table below.

| Asset Class | 2015/16 (as at 1 July 2015) | | Movement | |
|--------------|------------------------------|------------------|------------------------------|----------------|
| | Depreciated replacement cost | Depreciation | Depreciated replacement cost | Depreciation |
| Roading | 746,938,933 | 6,921,352 | (7,529,746) | 177,352 |
| Footpath | 5,725,719 | 332,442 | 1,041,920 | 193,370 |
| Stormwater | 11,592,246 | 225,698 | (203,973) | (2,127) |
| Wastewater | 22,725,917 | 743,418 | 41,056 | (42,087) |
| Water | 42,432,984 | 985,578 | (1,180,787) | (43,011) |
| TOTAL | 829,415,801 | 9,208,490 | (7,831,531) | 283,497 |

4.5.3 The changes in valuation had an impact on the incidence of the depreciation expense. The overall impact on rates requirement was neutral as the increase in depreciation expense was offset by the increase in New Zealand Transport Agency subsidy which will increase from 62% (current year) to 65% in 2019/20. The funding for roading assets was increased to 65% for the following reasons:

- The Council is funding the replacements of assets with an average of 25 to 30 years
- Historical funding has been at 59%. However, the current funding rates are 62% and they will increase to 65%.
- Analysis of the depreciation reserve and the projected reserve balance (30 to 100 years) in the Long Term Plan revealed that the Council has adequate reserve funding.
- The process to improve the assets data, the improving confidence in our valuation and funding of depreciation is ongoing. The Long Term Plan 2018-28 will provide the opportunity to review progress and funding decisions.

4.5.4 However, the incidence of the depreciation expense has changed. Footpath has a significant increase while water and wastewater has a decrease. These changes have an impact on the rates incidence. This is one of the reasons to increase the Uniform Annual General Charge from \$505.62 in the Draft Annual Plan to \$511.71 in the final Annual Plan to balance the overall sector rates distribution.

5. Treasury and Risk Management Policy compliance

5.1.1 The borrowing limits are determined in the Treasury and Risk Management Policy.

5.1.2 The following table illustrates that the Council is operating well within the guidelines contained in the Treasury and Risk Management Policy.

| Benchmark | Quantified Maximum Limit | Planned Limit | Met? |
|--|-----------------------------|---------------|------|
| Rates affordability benchmark | | | |
| - Income | \$21,475,000 | \$ 21,022,000 | Yes |
| - Increases | 3.90% | 1.71% | Yes |
| Debt Affordability: | | | |
| Net Debt as a percentage of total revenue | <50% | -2% | Yes |
| Net interest as a percentage of total revenue | <7% | 0.73% | Yes |
| Net interest as a percentage of annual rates income (debt secured under debenture) | <10% | 1.20% | Yes |
| Liquidity (External, term debt + committed loan facilities + available liquid investments to existing external debt) | >110% | 245% | Yes |
| Balanced Budget Benchmark | >100% | 100.41% | Yes |
| Essential Services Benchmark | >100% | 118.69% | Yes |
| Debt Servicing Benchmark | <10% | 1.57% | Yes |

5.1.3 The projected debt level for the 2016/17 Annual Plan is \$11.8 million compared to \$14.3 million in the Long Term Plan. Total loans including internal loans are projected to be \$24.9 million compared to \$20.8 million currently. In the 2016/17 Annual Plan, we have planned to complete \$6.41 million of growth and level of service projects that will be funded from loans.

5.1.4 The Council's balance sheet can prudently sustain the level of debt.

6. Revenue and Financing Policy Compliance

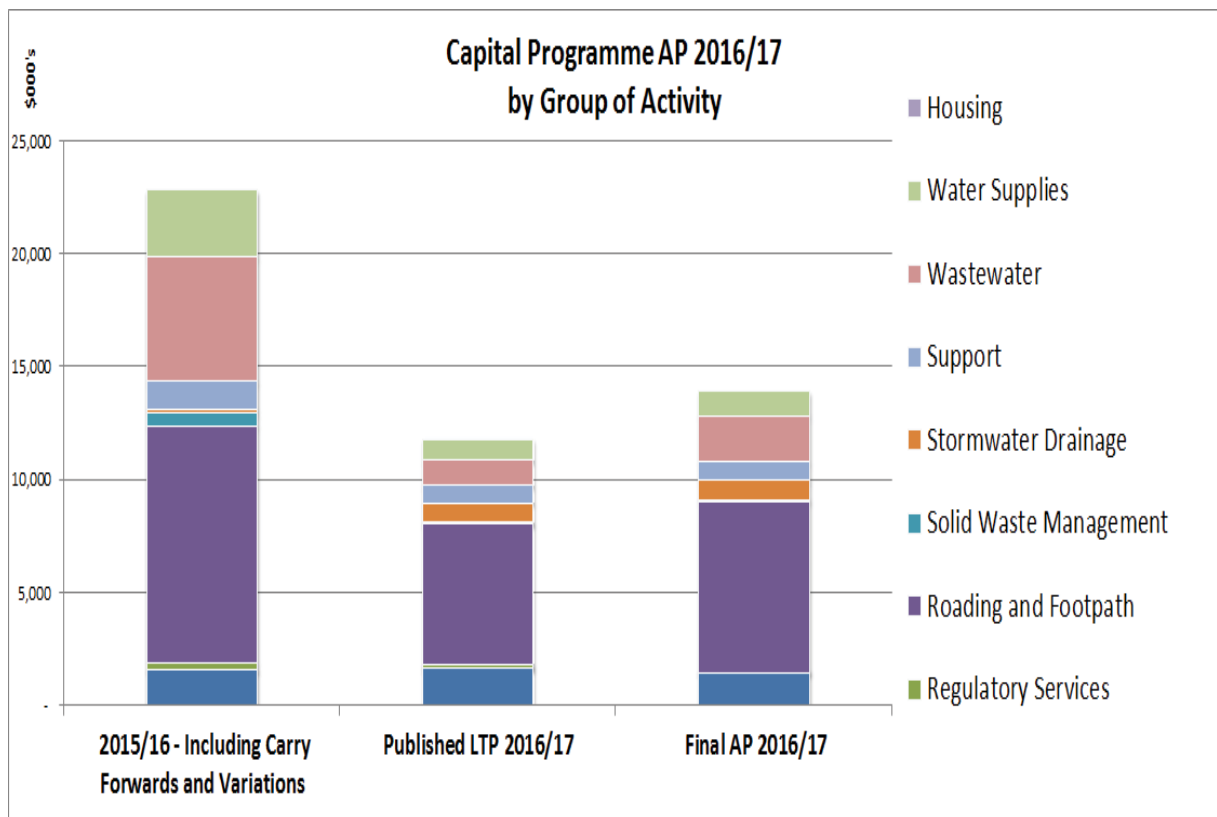
6.1.1 The Council has complied with the limits set in its Revenue and Financing Policy except for two activities:

| Activity/Funding | Rates | Grants and other revenue | Fees & Charges |
|-------------------|---|--------------------------|----------------|
| Roading | | | |
| As in Policy | 40-50% | 50-60% | 0-5% |
| As in Annual Plan | 39% | 59% | 1% |
| Reason(s) | Saddle Road project where subsidy is 100% | | |

| Activity/Funding | Rates | Grants and other revenue | Fees & Charges |
|----------------------------|--|--------------------------|----------------|
| Health & Safety | | | |
| As in Policy | 50-60% | 0% | 40-50% |
| As in Annual Plan | 49% | 1% | 50% |
| Reason(s) | Staff have projected higher revenue from building consent applications | | |

6.2 Capital Programme

- 6.2.1 The total capital works programme for 2016/17 is \$13.9 million compared to the \$11.8 million for year 2 of the Long Term Plan. This is largely the result of a \$1.45 million expansion of the Saddle Road project that is 100% funded by the New Zealand Transport Agency.
- 6.2.2 The balance of additional capital costs are from the deferred 2015/16 projects. There have been some reductions in estimated capital costs due to lower inflation impacts than originally forecast.



7. Key Projects

7.1 The Council has confirmed a number of key improvements to services that were proposed in the draft budgets. The following are the key projects in the final 2016/17 Annual Plan.

- Pongaroa township urban water upgrade - \$0.5 million
- Eketahuna wastewater treatment plant - \$0.8 million
- Manawatu/Hawke's Bay alternate route (Saddle Road) - \$1.45 million (100% New Zealand Transport Agency funded)
- Wastewater treatment plan membrane cassettes - \$0.5 million
- Stormwater management - \$0.8 million
- Earthquake prone buildings upgrade - \$0.38 million

8. Recommendation

8.1 *That the report from the Chief Financial Officer dated 21 June 2016 concerning the 2016/17 Annual Plan and Fees and Charges Schedule (as circulated) be received, and*

8.2 *That the 2016 /17 Annual Plan and the Fees and Charges Schedule be adopted.*

Attachments

Nil.



Report

Date : 21 June 2016
To : Mayor and Councillors
Tararua District Council
From : Eleanor Roberts
Revenue Manager
Subject : **Rates Resolution for the 2016/17 Year**
Item No : **10.4**

1. Reason for Report

This report places before the Council the necessary resolution to enable it to set the rates, due dates for payment and authorise the addition of penalties for the 2016/17 financial year.

2. Setting the Rates for the 2016/2017 Financial Year

That the Tararua District Council resolves to set the rates under Section 23 of the Local Government (Rating) Act 2002, the due dates for payment under Section 24 of the Local Government (Rating) Act 2002 and authorise the addition of penalties for unpaid rates under Section 57 of the Local Government (Rating) Act 2002 for the year commencing on 1 July 2016 and ending on 30 June 2017 as follows:

Please note:

- All references to sections are to sections of the Local Government (Rating) Act 2002.
- All amounts stated are GST inclusive.

2.1 General Rate

Pursuant to Sections 13(2)(a) and 14, a general rate in the dollar of \$0.00102541 of land value per rating unit in the district.

2.2 Uniform Annual General Charge

Pursuant to Section 15(1)(a), a uniform annual general charge as a fixed amount of \$511.70 per rating unit in the district.

2.3 Libraries and Swimming Pools

Pursuant to Sections 16(3)(a) and 16(4)(a), a targeted rate as a fixed amount of \$206.57 per rating unit in the district.

2.4 Specified Services Targeted Differential Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a rate in the dollar of land value for Rural and Urban properties, and capital value for Industrial/Commercial properties as follows:

| | |
|--|--------------|
| Rural properties | \$0.00008982 |
| Urban properties | \$0.00414517 |
| Industrial/Commercial properties Urban | \$0.00174082 |
| Industrial/Commercial properties Rural | \$0.00075665 |

2.5 Targeted Roothing Rate

Pursuant to Sections 16(3)(a) and 16(4)(a), a uniform rate in the dollar of \$0.00177911 on the land value per rating unit in the district.

2.6 Targeted Differential Uniform Roothing Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate, set on a differential basis as an amount per rating unit for the different categories of rateable land as follows:

| | |
|-----------------------|----------|
| Rural properties | \$280.49 |
| Urban properties | \$ 44.53 |
| Industrial/Commercial | \$ 95.55 |

2.7 Refuse and Recycling Targeted Differential Uniform Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate, set on a differential basis as an amount per rating unit for the different categories of land as follows:

| | |
|-----------------------|----------|
| Rural properties | \$ 48.39 |
| Urban properties | \$164.00 |
| Industrial/Commercial | \$228.13 |

2.8 Urban Water Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate set differently, as an amount of \$356.65 per separately used or inhabitable part of a rating unit which receives an ordinary supply of water from an urban water supply, and an amount of \$178.32 on every rating unit where an ordinary supply is available but is not connected, being a property situated within 100 metres from the water network and could be effectively connected to the water network, except for rateable properties on metered supply and the Pongaroa Water Supply.

2.9 Water by Meter Rates

Rating units on metered supply that are assessed rates under Sections 16(3)(b) and Sections 16(4)(b), 19(2)(a) and 19(2)(b) as follows:

All extraordinary users

- A targeted rate charged quarterly as an amount of \$89.16 per rating unit.
- Plus quantities in excess of 100 cubic metres supplied during each consecutive three month period to be charged at \$1.30 per m3.

All large industrial and intake line users

- A targeted rate charged quarterly as an amount of \$89.16 per rating unit.
- Plus quantities in excess of 100 cubic metres supplied during each consecutive three month period to be charged at \$0.65 per m3.

2.10 Pongaroa Water Supply

Pursuant to Section 19(2)(a), a targeted rate as an amount of \$95.06 per unit of water supplied from the Pongaroa Water Supply.

2.11 Urban Wastewater Rate (excluding educational establishments, multiple unit residential properties and properties charged trade waste fees)

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate, set on a differential basis for urban wastewater as follows:

- a) An amount of \$399.89 per separately used or inhabitable part of a rating unit connected to the wastewater system, and
- b) On every connected rating unit with 4 or more water closets/urinals, an amount of \$133.28 for each water closet or urinal excluding the first 3, and excluding any in addition to 12; and
- c) An amount of \$199.94 on every rating unit where wastewater is available but is not connected, being a property situated within 100 metres from the wastewater network and it could be effectively connected to the wastewater system.

Note: A rating unit used primarily as a residence for one household will be treated as having only one water closet/urinal.

2.12 Urban Wastewater Rate – educational establishments and multi unit residential properties

Pursuant to Sections 16(3)(b) and 16(4)(b), for educational establishments and multi unit residential properties a targeted uniform rate of \$399.89 on each water closet/urinal connected to the urban wastewater system.

Educational establishments are as defined under Schedule 1, Clause 6 of the Local Government (Rating) Act 2002.

2.13 Urban Stormwater Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted uniform rate of \$175.85 on every rating unit in the Tararua District stormwater drainage area as a fixed amount per rating unit.

2.14 Town Centre Special Development Loan Rate - Dannevirke

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate, set on a differential basis of a fixed amount of \$16.34 on every rating unit in the North Ward and a fixed amount of \$13.30 on every rating unit in the South Ward where a Lump Sum Contribution has not been elected under Part 4A comprising Sections 117A to 117N and Schedule 3A.

2.15 Town Centre Special Development Loan Rate - Woodville

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate set on a differential basis of \$10.11 on every rating unit in the North Ward and of \$12.53 on every rating unit in the South Ward.

2.16 Town Centre Special Development Loan Rate - Eketahuna

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate set on a differential basis of \$4.56 on every rating unit in the North Ward and of \$5.65 on every rating unit in the South Ward.

3. Due Date for Payment of Rates

Rates and charges for the year ending on 30 June 2017 will be assessed in four instalments, which will become due and payable on the following dates:

| | |
|--------------|------------------|
| Instalment 1 | 31 August 2016 |
| Instalment 2 | 30 November 2016 |
| Instalment 3 | 28 February 2017 |
| Instalment 4 | 31 May 2017 |

Charges for water by meter rates for the year ending on 30 June 2017 will be assessed in four instalments, which will become due and payable on the following dates:

| | |
|--------------|-----------------|
| Instalment 1 | 20 July 2016 |
| Instalment 2 | 20 October 2016 |
| Instalment 3 | 20 January 2017 |
| Instalment 4 | 20 April 2017 |

4. Penalties

That the Council resolves pursuant to Section 57(1) to authorise the following penalties to be added on unpaid rates:

For all rates other than water by meter rates

- a) A penalty under Section 58(1) (a) of 10 percent on so much of any instalment that has been assessed after 1 July 2016 and which is unpaid by due date for payment, to be applied on the day after the due date. (Instalment penalty)
- b) A penalty under Section 58(1)(b) of 10 percent on so much of any rates assessed before 1 July 2016 which remain unpaid on 8 July 2016. (Arrears penalty)
- c) A charge under Section 58(1)(c) of 10 percent on so much of any rates to which a penalty has been added under (b) above which remain unpaid on 8 January 2017. (Arrears penalty)

The scheduled dates to add the penalties to the unpaid rates are as at the following dates:

| | |
|------------------|----------------------|
| 8 July 2016 | (Arrears penalty) |
| 1 September 2016 | (Instalment penalty) |
| 1 December 2016 | (Instalment penalty) |
| 8 January 2017 | (Arrears penalty) |
| 1 March 2017 | (Instalment penalty) |
| 1 June 2017 | (Instalment penalty) |

For water by meter rates

- d) A charge under Section 58(1)(a) of 10 percent on so much of any water by meter rates if the rates remain unpaid a day after the due date.

The scheduled dates to add the penalties to the unpaid water by meter rates are as at the following dates:

| | |
|-----------------|----------------------|
| 21 July 2016 | (Instalment penalty) |
| 21 October 2016 | (Instalment penalty) |
| 21 January 2017 | (Instalment penalty) |
| 21 April 2017 | (Instalment penalty) |

5. Discount

Pursuant to Section 55 a 3% discount will be provided where a ratepayer makes full payment of the 2016/2017 rates on or before 31 August 2016.

6. Recommendation

6.1 *That the report from the Revenue Manager dated 29 June 2016 concerning the Rates Resolution for the 2016/17 Year (as circulated) be received, and*

That the Council, as proposed in this report, resolves to -

- 1) Set the rates for 2016/2017;*
- 2) Add rates penalties to unpaid rates on the dates specified in paragraph 4; and*
- 3) Provide a 3% discount where a ratepayer makes full payment of the 2016/17 rates on or before 31 August 2016.*

Attachments

Nil.



Report

Date : 2 June 2016
To : Mayor and Councillors
Tararua District Council
From : Craig Lunn
Planning and Regulatory Manager
Subject : **Administration of the Food Act 2014**
Item No : **10.5**

1. Purpose of the Report

- 1.1 To make an appointment of the Environmental Health Officer, Pennie Smith as a recognised person to undertake verifications under the Food Act 2014 for food businesses in the low risk categories.
- 1.2 These businesses include coffee carts, service stations, dairies and retailers of chilled and frozen foods.

2. Background

- 2.1 The Food Act enables suitably trained and experienced individuals to be appointed as verifiers for specific roles. These roles include deemed recognition to verify template Food Control Plans, and by application to verify national programmes.
- 2.2 Territorial authorities are required to apply for recognition to verify national programmes, as this sector is open to the contestable market.
- 2.3 Once appointed verification services may be offered to neighbouring territorial authorities who are not applying for recognition as an agency.
- 2.4 The Council received a briefing on this matter at its workshop held on 25 May 2016, and agreed that a report be presented to this meeting to consider making an appointment for this purpose.

3. Assessment of Options

3.1 When evaluating the options, consideration should be given to Council policies and objectives to supporting local businesses.

3.1.1 Appoint staff member as a verifier - This is the recommended option, as it will provide food businesses such as coffee carts, service stations and dairies with a cost effective service.

3.1.2 Encourage food businesses to contract a third party verifier - This is not the recommended option as the cost to businesses is likely to be as much as \$1500.00 bi-annually. The shortage of verifiers nationally means delays of up to six months.

4. Requirements to Appoint a Verifier

4.1 The Food Regulations 2015 require a recognised agency to have a quality management system in place. This requirement is to ensure that persons managed by the agency are meeting the legislative requirements as an appointed verifier.

4.2 In this case, it would take two months to complete the application process for recognition. This will ensure that the quality management system meets the requirements for recognition.

4.3 Appointment for recognition by the Ministry for Primary Industries to verify national programmes is issued for a period of three years.

4.4 The Council is issued recognition as an agency, and the verifier as the recognised person to undertake verifications of national programmes.

4.5 The appointed verifier must have suitable training, experience and character requirements. Council's Environmental Health Officer currently has a training programme in place that is scheduled for completion by the end of the 2016/2017 financial year.

5. Cost of Application and Assessment

5.1 The application and assessment cost to the Council for the first three years are estimated as follows:

- Application \$ 450.00
- Assessment \$ 1778.00

5.2 The estimated cost applies to the application and assessment of the quality management system for the agency, and the suitability of the verifier as a recognised person.

6. Significance Assessment

- 6.1 This matter is not considered to be significant with regard to the policy on significance and engagement, and the recommendation made in this report is within the Council's discretion to determine in providing a service relating to the administration of the Food Act 2014.

7. Conclusion

- 7.1 To provide the service as outlined above the following recommendation is made for the Council's consideration.

8. Recommendation

- 8.1 *That the report from the Planning and Regulatory Manager dated 2 June 2016 concerning the Administration of the Food Act 2014 (as circulated) be received, and*
- 8.2 *That the Council agree to be a recognised agency under the Food Act 2014, and to appoint its Environmental Health Officer, Pennie Smith as a recognised person to fulfil the role of acting as a verifier under that legislation for food businesses in the low risk categories.*

Advisory Notes

- *Low risk categories food businesses include coffee carts, service stations, dairies and retailers of chilled and frozen foods.*
- *The roles applicable to this appointment include deemed recognition to verify Food Control Plans, and by application to verify national programmes.*

Attachments

Nil.



Report

Date : 21 June 2016

To : Mayor and Councillors
Tararua District Council

From : Craig Lunn
Planning and Regulatory Manager

Subject : **Delegation of Authority to Manager Regulatory Services**

Item No : **10.6**

1. Reason for the Report

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

2. Background

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

3. Significance Assessment

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

4. Conclusion

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

5. Recommendation

- 5.1** *That the report from the Planning and Regulatory Manager dated 21 June 2016 concerning the Delegation of Authority to Manager Regulatory Services (as circulated) be received, and*
- 5.2** *That the Council approves the delegations detailed in the schedule attached to this report.*

Attachments

1. Building Act 2004 Delegations
2. Dog Control Act 1996 Delegations
3. Impounding Act 1955 Delegations
4. Resource Management Act 1991 Delegations

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

29 June 2016

DELEGATIONS TO COUNCIL OFFICERS

Chief Executive

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

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

Manager Regulatory Services

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

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

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

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

Team Leader Building Services

3. The Team Leader Building Services has delegated authority:

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

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

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

Building Officer

4. The Building Officer has delegated authority:

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

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

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

Environmental Health Officer

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

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

Enforcement Officers

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

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

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

29 June 2016

DELEGATIONS TO COMMITTEES

Tribunal and Hearings Committee

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

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

DELEGATIONS TO COUNCIL OFFICERS

Chief Executive

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

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

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

Manager Regulatory Services

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

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

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

Senior Animal Control Officer

4. The Senior Animal Control Officer has delegated authority:

- .1 To exercise the Council's functions, powers, and duties under the Dog Control Act 1996, and regulations made thereunder, in relation to:

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

Animal Control Officer

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

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

Regulatory Support Officer

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

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

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

Contracted Animal Control Officers

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

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

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

29 June 2016

DELEGATIONS TO COMMITTEES

Tribunal and Hearings Committee

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

DELEGATIONS TO COUNCIL OFFICERS

Chief Executive

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

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

Manager Regulatory Services

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

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

Senior Animal Control Officer

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

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

Animal Control Officer

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

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

Regulatory Support Officer

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

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

Contracted Animal Control Officers

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

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

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

29 June 2016

DELEGATIONS TO COMMITTEES

Tribunal and Hearings Committee

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

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

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

DELEGATIONS TO COMMISSIONERS

Powers of Hearing Commissioner

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

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

Assignment of Commissioners

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

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

Composition of Commissioner Panels

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

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

Miscellaneous Matters

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

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

DELEGATIONS TO COUNCIL OFFICERS

Chief Executive

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

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

Manager Regulatory Services

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

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

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

Manager Assets Group

10. The Manager Assets Group has delegated authority:

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

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

Planner

11. The Planner has delegated authority:

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

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

Environmental Health Officer

12. The Environmental Health Officer has delegated authority:

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

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

General Inspector

13. The General Inspector has delegated authority:

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

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

Senior Animal Control Officer

14. The Senior Animal Control Officer has delegated authority:

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

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

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

Animal Control Officer

15. The Animal Control Officer has delegated authority:

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

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

Contracted Noise Control Officers

16. Contracted Noise Control Officers have delegated authority:

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

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

Enforcement Officers

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

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



Report

Date : 22 June 2016
To : Mayor and Councillors
Tararua District Council
From : Craig Lunn
Planning and Regulatory Manager
Subject : **Planning Matters Determined Under Delegation**
Item No : **10.7**

1. Resource Management

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

2. Subdivision Applications

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

2.1 **201.2016.17.1 J. Garton – Ridge Road North, Pahiatua**

Consent to subdivide Lot 3 DP 490194 (CFR 707303) into three allotments

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

- The environmental effects of the proposal will be less than minor, subject to the recommended conditions of consent.
- Granting consent will be consistent with the relevant objectives, policies, and area characteristics of the Operative Tararua District Plan and the relevant provisions of the Part II of the Resource Management Act 1991.

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

2. That the existing easements marked “A” and “B” on the Subdivision Plan dated “May 2016” be duly reserved or granted.
3. That this consent will lapse if not given effect to within 5 years from the date of commencement, under Section 125 of the Resource Management Act 1991.

Advice Note:

- a. Pursuant to Section 357 of the Resource Management Act 1991, if you disagree with this decision or any of the conditions of consent, you may lodge an objection in writing to the Tararua District Council. The objection must be received within 15 working days receipt of this written decision.
- b. Please note that CFR 11530 is subject to Section 241 of the Resource Management Act to hold Lot 2 DP 302951 with Section 37 Block XVII Mangahao Survey District to provide frontage to a legal formed road. This amalgamation condition will be no longer required at the completion of this subdivision. However, a formal application to cancel the amalgamation condition may still be required. Please contact the Planning Officer for more information on 06 374 4080.

2.3 201.2016.20.1 Phillips Farm Ltd – Kumeti Road, Dannevirke

Consent to subdivide Section 74 SO 7993 (CFR HBM2/815) into two allotments

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

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

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

1. That the proposed subdivision shall proceed in general accordance with the application received by Council on 12 May 2016, including the subdivision scheme plan drawn by C G Bone dated “March 2016” and held on Council file 201.2016.20.1, except as required by the following conditions.
2. That proposed Lot 1 existing vehicle crossing be upgraded and sealed in accordance with standards within Section 5.3.3.2(e), Appendix 12 of the Operative District Plan. Please see advice note b.

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

Advice Note:

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

3. Subdivision plans approval

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

- | | | |
|-----|----------------------|--|
| 3.1 | 201.2013.95.1 | L. Barnes – Riverdale Road, Dannevirke |
| 3.2 | 201.2015.43.1 | R. Bevins – 3185 Weber Road, Dannevirke |
| 3.3 | 201.2016.11.1 | P. & J. Brown – West Road, Mangatainoka |

4. Land Use Applications

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

- | | | |
|-----|----------------------|--|
| 4.1 | 202.2016.16.1 | L. Pinfold & A. Te Ture – 10 Maine Street, Dannevirke |
|-----|----------------------|--|

Consent to operate a home based hair salon from an existing residential dwelling: The salon will operate five days per week from 9:00am to 5:00pm, serving up to 30 customers per week (no more than two customers at any one time).

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

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

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

1. The development shall proceed in general accordance with the plans and information submitted with the application on 21 April 2016, except where another condition of this consent must be complied with. This information is held on Council file 202.2016.16.1.
2. The consent holder shall be responsible for all operations related to the exercise of this resource consent, and must ensure employees and contractors are made aware of the conditions of this resource consent and ensure compliance with those conditions.
3. The consent holder shall ensure that noise from activities authorised by this consent does not exceed the following noise limits:
 - 7.00 am - 7.00 pm daily 55 dBLAeq(15 min)
 - 7.00 pm - 7.00 am daily 45 dBLAeq(15 min) and 75 dBLAFmaxAll noise shall be measured in accordance with NZ6801:2008 and assessed in accordance with NZS6802:2008.
4. If this consent is not given effect to within a period of 5 years from the date of its commencement it shall lapse under Section 125 of the Resource Management Act 1991.

Advice Note:

- a. Pursuant to Section 357 of the Resource Management Act 1991, if you disagree with this decision or any of the conditions of consent, you may lodge an objection in writing to the Tararua District Council. The objection must be received within 15 working days of receipt of this written decision.
- b. The consent holder is to advise customers to park on the road frontage of 10 Maine Street as per the site plan.
- c. Any change to the salon activities as proposed in this application including chair numbers, number of customers, staff, building proposals or operation hours please contact the Planning and Regulatory Department on 06 374 4080 for further information.

4.2 202.2016.18.1 Norsewood Heritage NZ – 75-79 Hovding Street, Norsewood

Consent to deposit up to 520m³ of fill material and associated earthworks to enable the formation of a 100 metre retaining wall adjacent to the Mangarangiora Tributary Stream.

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

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

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

1. The development shall proceed in general accordance with the plans and information submitted with the application on 26 April 2016, except where another condition of this consent must be complied with. This information is held on Council file 202.2016.18.1.
2. The consent holder shall be responsible for all operations related to the exercise of this resource consent, and must ensure employees and contractors are made aware of the conditions of this resource consent and ensure compliance with those conditions.
3. The consent Holder shall restrict all activities authorised by this consent at the subject site to 8:00am to 5:00pm, Monday to Saturday.
4. The consent holder shall ensure that noise from activities authorised by this consent does not exceed the following noise limits:
 - 7.00 am - 7.00 pm daily 55 dBLAeq(15 min)
 - 7.00 pm - 7.00 am daily 45 dBLAeq(15 min) and 75 dBLAFmax

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

5. The consent holder shall ensure that any dust generated through the exercise of this consent does not cause nuisance beyond the boundary of the site.
6. If any archaeological site, taonga or koiwi is discovered during the works authorised by this consent, the consent holder shall immediately cease work at the affected site. The consent holder shall notify Ngati Kahungunu Iwi Incorporated, Rangitane O Tamaki Nui a Rua, Heritage New Zealand, the Tararua District Council Planning and Regulatory Manager, and in the case of koiwi the Police, and shall not recommence works in the area of the discovery until the relevant Heritage New Zealand, Kahungunu Iwi Incorporated and Rangitane O Tamaki Nui a Rua approvals to damage, destroy or modify such sites have been obtained, and the Tararua District Council Planning and Regulatory Manager has given authorisation to recommence the activities. Please refer to advice note b. for additional comments.

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

Advice Notes:

- a. Pursuant to Section 357 of the Resource Management Act 1991, if you disagree with this decision or any of the conditions of consent, you may lodge an objection in writing to the Tararua District Council. The objection must be received within 15 working days of the receipt of this written decision.
- b. The Historic Places Act 1993 (HPA) provides for the identification, protection, preservation and conservation of the historic and cultural heritage of New Zealand. Under Section 2 of the HPA, an archaeological site is defined as a place associated with pre-1900 human activity where there may be evidence relating to the history of New Zealand. Section 10 directs that an authority is required from Heritage New Zealand if there is "reasonable cause" to suspect an archaeological site (recorded or unrecorded) may be modified, damaged or destroyed in the course of any activity. An authority is required for such work whether or not the land on which an archaeological site may be designated, or a resource or building consent has been granted, or the activity is permitted in a regional or district plan. Evidence of archaeological sites may include oven stones, charcoal, shells, ditches, banks, pits, terraces, stonewalls, building foundations, artefacts of Maori and European origin, or burials.

5. Recommendation

- 5.1 ***That the report from the Planning and Regulatory Manager dated 22 June 2016 concerning Planning Matters Determined Under Delegation (as circulated) be received and the Council note the approvals granted.***

Attachments

Nil.

Report

Date : 22 June 2016

To : Mayor and Councillors
Tararua District Council

From : Blair King
Chief Executive

Subject : **Sewerage Connection Request for the Te Kura Kaupapa**

Item No : **10.8**

1. Purpose

- 1.1 For the Council to consider a request from the Ministry of Education to connect the Kura on Makirikiri Road, into Council's wastewater system, that would involve building a new wastewater line from the Kura to the wastewater oxidation pond entry screen.

2. Background

- 2.1 The Kura has an on-site wastewater treatment plant, which the Ministry of Education wishes to replace with a direct connection into the Council's wastewater system. The Kura is outside of the Wastewater Drainage District, and hence there is no sewerage main on Makirikiri Road that would enable a connection via a piped lateral.
- 2.2 The Marae on the other side of Makirikiri Road has a private piped system between their foul sumps and the Dannevirke wastewater ponds. That pipe is inadequate to take the extra volume from the Kura.
- 2.3 A similar request arose in the previous term of Council relating to Adele Street Woodville, where a motel was converted into flats, with a corresponding increase in effluent loading. This household effluent discharge regularly overloaded the undersized disposal field, resulting in compliance visits from the Horizons Regional Council and Tararua District Council.
- 2.4 The owners of the flats approached the Council seeking approval to connect to the Woodville wastewater treatment system. The Council passed a resolution that required the owners of the flat to enter into an agreement similar to that of any other developer who wishes to extend our wastewater network. Such an agreement would require them to build the line to the Council's required standards, and vest it in the Council at their cost.

- 2.5 The properties connected would then be levied wastewater rates as per other properties connected to the Woodville system. The Council preferred that option to the alternative of having an encumbrance loaded against the property titles, allowing us to charge owners for any construction costs and maintenance required.

3. Discussion

- 3.1 Adding further connections to the Dannevirke wastewater treatment system is supported, where it helps to spread the operating cost over a wider pool of ratepayers. The issue is more how costs for building a new public wastewater pipeline are handled, along with ongoing maintenance of the pipe versus annual costs for disposal.

- 3.2 **Option 1** is the preferred solution where the Council would treat this as a capital development whereby a new wastewater pipe capable of handling these properties is laid in Makirikiri Road, that connects to the wastewater ponds. A screenshot from the Council's GIS system known as Intramaps show the current properties that could connect, which are all on individual on-site wastewater treatment systems.

If the Council wished to make it compulsory to connect, they could through consultation, expand the wastewater drainage district to include this road. Contributions would be via rates, set by the Council through the Annual Planning cycle.

- 3.3 **Option 2** would be to agree to the request from the Ministry of Education, and build a pipeline only capable of handling the Kura wastewater and that of the Marae. Under legislation, a public wastewater main is where two private connections get combined. This creates a challenge getting the Marae and the Kura to agree on cost contributions, yet is considered a better option for controlling maintenance and safety of the new pipeline down Makirikiri Road. Over time, the private connection between the Marae and the Wastewater ponds is expected to become more problematic due to low gradients, inconsistent loadings, and marginal self-flushing ability.

- 3.4 **Option 3** would be only for a new private line connecting the Kura to the wastewater ponds. This is not favoured as it creates two lines that the Council are responsible for ensuring it does not trench through, but are not shown on its public infrastructure maps. It also does not fit with the partnership approach the Council have sought with Iwi.

- 3.5 **Option 4** would be to decline the request, which is not recommended as the Kura has limited opportunity to dispose of its sewage by any other means, due to its land constraints.

4. Cost Implications

- 4.1 The Marae is currently paying \$461.75/2015-2016 year for rates and \$347.80 water rates, and remain responsible for their own maintenance of the private pipeline. The Kura, if they connected to a public main, would be required to pay \$3,998.90/year based on 10 pans for 2016/2017. They would then receive a School Wastewater Remission based on 88 Staff/pupil for 2016/17 of \$2,239.38 with the total wastewater charge of \$1,759.52.
- 4.2 Other properties connected to the Council main would pay annual charges. Residential and commercial properties with 1-3 pans/urinals pay \$388.89 per annum. For commercial properties with more than three pans, there is an additional charge per annum of \$133.28 for every pan/urinal between 4 and 12 – for example a business with 10 pans/urinals would pay \$388.89 + \$932.96 = \$1,321.85.
- 4.3 The only practicable option for a sewer pipe from the Kura to the wastewater plant is a pressure main. The cost to lay the new main would be met by the Ministry of Education as a condition of the Council agreeing to the new connection. If the Council were to extend the pipe beyond the Kura, to function as a public sewer main, the additional length of pipe would need to be funded, either by the Council or the Marae. The pipe would vest in Council, thus removing the need for the Council to grant the Ministry of Education an easement over the Council land.
- 4.4 The cost of laying the new sewer line is roughly estimated to be \$100K.

5. Impact on Other Projects

- 5.1 Staff have halted construction of the embankment walls in Wastewater Pond No 1 due to weather. It would be prudent to lay the new pipeline down Makirikiri Road and alongside the driveway into the Dannevirke wastewater site as part of the construction programme, and have this marked on the Council's as-builts. Combining this work would be the lowest cost option for creating a connection between the Kura and the wastewater pond entry screen, whichever of the three options the Council select.

6. Significance Assessment

- 6.1 If the Council wish to formally extend the wastewater district it should carry out a consultative process to ensure residents affected have the ability to submit views and have these considered.
- 6.2 The Council can use its discretion to approve a new wastewater line for the Kura and Marae only to connect to the wastewater pond entry screen, and this matter is not considered significant with regard to the policy on significance and engagement.

Recommendation

That the report from the Chief Executive dated 22 June 2016 concerning a Sewerage Connection Request for the Te Kura Kaupapa (as circulated) be received, and

That the Council authorise the Chief Executive to negotiate an agreement for providing a sewerage line and connections to the Kura and Marae in Makirikiri Road, and which is suitable for connection by other property owners on Makirikiri Road between State Highway 2 and the wastewater ponds, and

That the Council request staff to discuss this proposed line with these property owners as situated within the area detailed in option 1 to determine the likely uptake without formally extending the drainage district.

Attachments

1. Te Kura Correspondence



Te Kura Kaupapa Māori o Tamaki Nui A Rua

Makirikiri road
Dannevirke
Phone: 06 374 5858
Fax: 06 374 5127
E-mail: tari@tamakinuiarua.school.nz

Septic tank failure

4th December 2015

To Mr. Blair King
CEO of Tararua District Council

Dear Mr. King

Recently our septic system here at our Kura failed and we were close our Kura. We have a full analysis of our septic system and realized the problem is serious.

I am requesting on behalf of the Whānau/BOT of the Kura to install a pump to pump the waste water into the existing system of Makirikiri marae.

If this is not possible could the Council please advise of an alternative solution.

Ngā mihi

Nā Brian Paewai
Principal



17 December 2015

Mr Brian Paewai
Principal
Te Kura Kaupapa Maori O Tamaki Nui A Rua
Makirikiri Rd
Dannevirke

Dear Brian

Septic Tank Issues – Makirikiri Road, Dannevirke

I refer to your letter to Council dated the 4th of December and advise that the Tararua District Council have no issues with the school wanting to connect to the Makirikiri Marae existing system which reticulates to the wastewater oxidation ponds.

We need the following to proceed any further:

- 1) A letter from the Makirikiri Marae Committee with an agreement /easement for transferring wastewater to their sewerage system.
- 2) The school role numbers and schools toilet pan numbers. The Council's Finance Department need this to calculate the sewer charge that will be added to the rates.
- 3) There is an application fee and a capital contribution cost of \$767.50 payable to the Council. An application form for the new connection needs filling out & payment made prior to any work taking place.
- 4) The total cost of the connection from the school across the road to the Marae will be at the cost of the school.

I have enclosed the application form that needs to be completed by you and returned.

If you need any further assistance to achieve the outcome, please do not hesitate to contact me.

Yours sincerely

Dave Watson
Utilities Manager



19TH April 2016

Scanpower Limited 26/04/2016
Head Office
Oringi Business Park
Oringi Road
PO Box 157
Dannevirke 4942
New Zealand
T: 06 374 8039
F: 06 374 9592
E: enquiries@scanpower.co.nz
www.scanpower.co.nz

To CEO Blair King
Taranaki District Council

RE: Sewerage system at Te Kura Kaupapa Makirikiri Road

I have been asked by the Ministry of Education to improve the sewerage system at Te Kura in Makirikiri Road. At the moment they only have soak holes.

We are looking at putting in two pump stations, and pumping from one to the second and then if allowed pump down as per the plan to the sewerage ponds.

To do this we require Council permission to run a sewerage discharge pipe from the pump station down the right hand side of Makirikiri Road, under the road and down the drive to the main entry of the ponds.

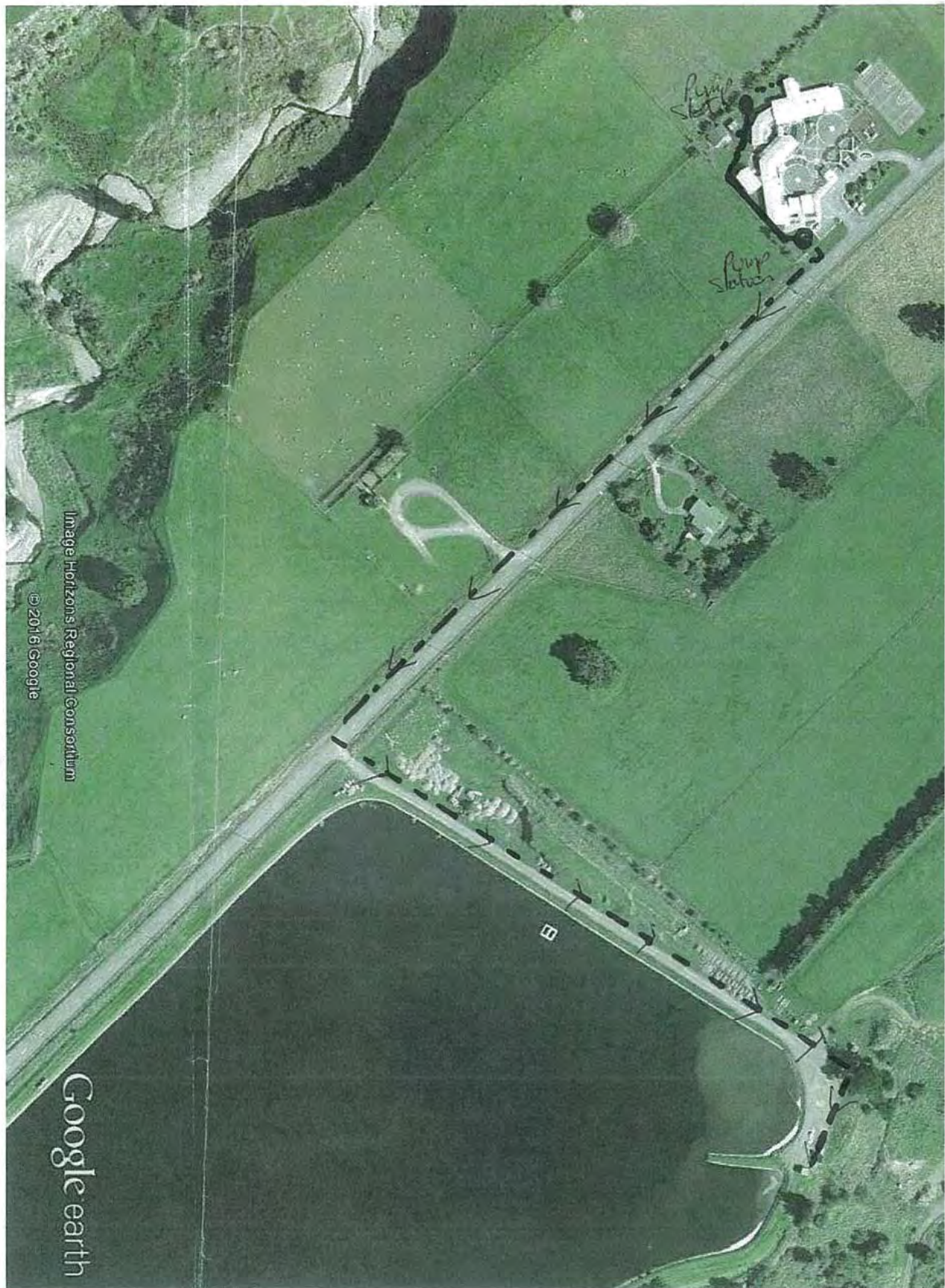
I have attached the proposed plan. You can contact me at Scanpower Plumbing, 374 6147 or 021 191 2673. Alternatively email sandys@scanpower.co.nz

Yours faithfully

A handwritten signature in blue ink, appearing to read 'G. Watts'.

Garry Watts

Scanpower Plumbing





Report

Date : 20 June 2016

To : Mayor and Councillors
Tararua District Council

From : Chris Edsall
Alliance Manager

Subject : **Road Closure Requested Under the Tenth Schedule of the Local Government Act 1974**

Item No : **10.9**

1. Reason for the Report

- 1.1 Tararua District Council (through the Mayor) has made application for a road closure for High Street, Dannevirke (State Highway 2) on Saturday 6 August 2016 (13 August if weather is unfavourable), in order to facilitate a military parade. This closure has been requested under the Tenth Schedule of the Local Government Act 1974.
- 1.2 In accordance with the Act, consultation with the Police has been undertaken. The Police have not indicated they have any concerns. No public objections have been received in response to advertising placed in the Bush Telegraph on Monday 16 May 2016.
- 1.3 As this road is a State Highway, the traffic management plan and details of the intended closure have been submitted to the New Zealand Transport Agency for approval, which has been granted.

2. Recommendation

That the report from the Alliance Manager dated 20 June 2016 concerning a road closure 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 resolve to close the following road for the purpose of allowing a military parade.

Road name: High Street, Dannevirke (State Highway 2)

Date of closure: Saturday 6 August 2016

Period of closure: 12.30pm to 1.30pm

Advisory Note

Saturday 13 August 2016 is the reserve date of the road closure for this event should the weather be unfavourable on the aforementioned day

Attachments

1. Road Closure Application, Including Traffic Management Plan



APPLICATION FOR TEMPORARY ROAD CLOSURE

To Engineering Services
Tararua District Council
P O Box 115
DANNEVIRKE 4942

Phone (06) 374-4080
Fax (06) 374-4137
E-Mail Info@TararuaDC.Govt.NZ
Website www.tararuaadc.govt.nz

Application made under Tenth Schedule of the
Local Government Act 1974

Date Received 15/4/16

Application Fee: \$100.00

Receipt No:

THE APPLICANT

All contact details must be in New Zealand

Name of
Applicant:
*e.g. Club or
Organisation*

Tararua District Council

Contact Person:

Roly Ellis

Mailing Address:

P O Box 115, Dannevirke 4942

Contact:

Daytime:

06 374 4080

Mobile:

After Hours:

Fax:

Email Address:

ATTACHMENTS

The following documents are attached to this application: *(tick all enclosed)*

- ☒ Map/s of locations where road closure is requested
- ☒ Traffic Management Plan (including safety plan and emergency access arrangements)
- ☐ Copies of relevant insurance documentation
- ☐ Details of steps you will take to inform local landowners/residents of your event and access provisions
- ☐ Details of how your application will benefit the Tararua District
- ☐ Other documentation in support of your application

(specify) _____

Please provide as much detail as you can about your proposed closure. Failure to supply adequate detail may result in your application being declined.

The information you have provided on this form is required so that your application for road closure can be processed under the Tenth Schedule of the Local Government Act 1974. The information will only be used for this purpose.

Under the Privacy Act 1993, you have the right to see and correct personal information the Council holds about you.

CONDITIONS OF APPLICATION

The following standard conditions are attached to this application for road closure:

- ☐ Applications must be received **not less than 16 weeks prior** to the date of the proposed closure. An application fee of \$100 applies.
- ☐ The applicant will be liable for the cost of advertising associated with this road closure application. Under the terms of the Local Government Act procedure, the closure must be advertised prior to its consideration by Council, in order to allow an opportunity for public objection. Council will arrange the appropriate advertising in its standard format, and the costs will be passed on to the applicant.
- ☐ Council will consult with the New Zealand Police as required under the terms of the Local Government Act.
- ☐ This application, and any public or Police objections, will be considered at an ordinary meeting of the Tararua District Council. The Tararua District Council reserves the right to decline any application for road closure at its discretion.
- ☐ Should this application for road closure be approved, the following standard conditions will apply:
 - 1) That the Council's Engineering Services Manager or (nominee) in conjunction with the event organiser assess within one week prior to this event, the condition of the roads involved and whether the pavement can cope with the event.
 - 2) That if the Engineering Services Manager (or nominee) identifies any road or roads as being unlikely to cater for the event without significant remedial work, then he has the discretion to request the organiser to withdraw such road/s from the route of this event.
 - 3) That within 48 hours after the event has been held, the Engineering Services Manager (or nominee) and event organiser shall jointly carry out a drive over of the roads that were closed for this event to assess their condition.
 - 4) That should the Council incur any additional maintenance costs as a consequence of this event being held, then these expenses shall be recovered from the rally organiser.
- ☐ Council further reserves the right to impose any other reasonable conditions in relation to a road closure as it deems appropriate.
- ☐ Successful applications will require a further advertisement to notify the public of the date and time of the road closure/s. This will again be arranged by Council on behalf of the applicant, and the actual cost passed on.

SPECIAL CONDITIONS OF APPLICATION – MOTOR SPORT EVENTS

The following additional special conditions attached to this application for road closure **apply to motor sport events** within the Tararua District:

- ☐ Applications must be received **not less than 26 weeks prior** to the date of the proposed closure for motor sport events. The application fee of \$100 still applies.
- ☐ This Council has excluded or restricted the frequency of use for future motor sport events on certain roads in our District.

The following roads are **excluded from use for motorsport events**:

- Puketoi Road
- Bartons Line
- Whenuahou Road
- Saunders Road
- Pori Road
- Haunui Road
- Bowen Road
- Central Mangaone Road
- Mangaone Valley Road
- Central East Road
- Tawataia Road
- Pukehoi Road
- Kopikopiko Road

The following road is restricted to use for motor sport events every three years at the discretion of this Council:

- Mangahei Road

- ☐ The Council will charge a bond of up to \$2,000.00 per event to the organisers that is refundable provided no damage is caused to the roads used. The Manager Engineering Services (or his nominee) has been authorised to use their discretion to determine the amount of the payment required for this purpose, taking into account the size of the event and the extent of the routes included in the application seeking the proposed road closures.
- ☐ **No motor sport road closures will be considered** over the months of July, August, September and October inclusive.
- ☐ Organisers of events are advised that a charge for the inspections by Engineering Services will be made to cover the hours and kilometres involved with processing applications, and overseeing the event.
- ☐ Event Organisers must outline the potential tangible benefits to the District as part of their application.
- ☐ All residents/property owners on roads being the subject of applications for closure must be contacted by the applicant to inform them of the proposed event, and to obtain their agreement if they are satisfied that the intended closure is approved. A survey schedule containing these details will form part of any road closure application presented to the Council for its consideration. Where any person contacted by the applicant indicates their opposition to the closure sought, the applicant shall inform them of their right to forward a written objection to the Council that it will consider prior to deciding whether to grant the application.

10.9 Road Closure Requested Under the Tenth Schedule of the Local Government Act 1974
Attachment 1 Road Closure Application, Including Traffic Management Plan

Print Date: 9/05/2016
Print Time: 3:19 PM



Scale: 1:3772
Original Sheet Size A4

Projection: NZGD2000 / New Zealand Transverse Mercator 2000
Bounds: 1863436.2436753, 5543977.05493066
1864131.8317871, 5544841.30070514

Digital map data sourced from Land Information New Zealand. CROWN COPYRIGHT RESERVED.
The information displayed in the GIS has been taken from Taranaki District Council's databases and maps.
It is made available in good faith but its accuracy or completeness is not guaranteed.
If the information is relied on in support of a resource consent it should be verified independently.

Parade Route
A = The Hub carpark
B = Denmark St

E7 Appendix G: Example of notification of road closure/lane closure of state highways/local authority road

| NOTIFICATION OF ROAD CLOSURE/LANE CLOSURE OF STATE HIGHWAYS/LOCAL AUTHORITY ROADS | | | |
|--|---|------------------------|--|
| RCA | NZTA/TDC | | Road/State highway SH 2/High street Dannevirke |
| Locality | From Allardice street to Station Street | | RP |
| Closed at | 12.30 - 13.30 am / pm | Date | 6/08/16 or 13/08/16 weather permitting |
| Reason (add Yes as appropriate) | | | |
| Snow | Drop out | Vehicle blockage/crash | Fatal crash |
| Ice | Wash out | Toxic spill | Planned closure Yes |
| Slip | Flooding | | |
| Other: Military march | | | |
| Estimated duration closure (add Yes as appropriate) | | | |
| <2 hours | 1 hour | <12 hours | |
| <6 hours | | >12 hours (see below) | |
| Closed by (add Yes as appropriate) | | | |
| Police | Fire Service | | |
| RCA | RCA | Other | RCA closure with assistance from Police |
| Alternative routes available and conditions that apply | | | |
| South traffic - Allardice, Demark streets, North traffic - Stairs, Queen, Guy, Allan, Guy, Ruahine streets | | | |
| Reporting officer: | | | |
| Jack Steed 027 742 6192 | | | |
| For closures >12 hours AND crashes/spills | | | |
| Open at | 13.30 am / pm | Date: | 6/08/16 or 13/08/16 |
| Remaining restrictions: | No / Yes (specify): | | |
| Work outstanding | No / Yes (specify): | | |
| Reporting officer: | Jack Steed | Lane km closed: | 350 meter (divided carriageways only) |
| Head Office use only: cc | | | |
| HCM | CE | File | |

| | | | | | |
|---|--|--|--|----------------------------------|------------------------|
| RCA consent (eg CAR/WAP) and/or RCA contract reference | | | | | |
| TRAFFIC MANAGEMENT PLAN (TMP) – FULL FORM | | | | | |
| <i>Use this form for complex activities. Refer to the NZ Transport Agency's Traffic control devices manual, part 8 Code of practice for temporary traffic management (CoPTTM), section E, appendix A for a guide on how to complete each field.</i> | | | | | |
| Organisations /TMP reference | TMP reference: 0622 | Contractor: Taranua District Council | Principal : Taranua District Council | | |
| | | | RCA: Taranua District Council NZTA | | |
| Location details | Road names and suburb | | House no./RPs (from and to) | Road level | Permanent speed |
| | High St Dannevirke SH2 (Miller St – Allardice St) | | RP 002-772/3.680 RP 002-772/3.000 | Level 1 | 50 |
| Traffic details (main route) | AADT | | Peak flows | | |
| Description of work activity | | | | | |
| <p>Military March</p> <ul style="list-style-type: none"> Leaving the hub car park on Allardice st. heading toward High St. Turn left into high St then upto Station St. Right into Station St around into Hall St to the Station. | | | | | |
| Planned work programme | | | | | |
| Start date | 6 August 2016 | Time | 12.30am | End date | 13 August 2016 |
| Time | | | | Time | 1.30pm |
| Consider significant stages, for example: | <ul style="list-style-type: none"> road closures detours No activity periods. <p>Parade estimated to take one hour.</p> | | | | |
| Alternative dates if activity delayed | Programmed for 6 August 2016. Alternative day 13 august 2016 | | | | |
| Road aspects affected (delete either Yes or No to show which aspects are affected) | | | | | |
| Pedestrians affected? | no | Property access affected? | no | Traffic lanes affected? | yes |
| Cyclists affected? | no | Restricted parking affected? | no | Delays or queuing likely? | no |
| Proposed traffic management methods | | | | | |

| | | | | |
|---|---|---|--|--|
| RCA consent (eg CAR/WAP) and/or RCA contract reference | | | | |
| Attended day/night | No TSL required | | | |
| Unattended day/night | No TSL required. No unattended site | | | |
| Positive traffic management measures | | | | |
| | | | | |
| Contingency plans | | | | |
| Generic contingencies for: <ul style="list-style-type: none"> major incidents incidents Pre planned detours. <i>Remove any options which do not apply to your job</i> | Major Incident A major incident is described as: <ul style="list-style-type: none"> Fatality or serious injury - real or potential Significant property damage, or Emergency services (police, fire, etc) require access or control of the site. | Actions The STMS must immediately conduct the following: <ul style="list-style-type: none"> stop all activity and traffic movement secure the site to prevent (further) injury or damage contact the appropriate emergency authorities render first aid if competent and able to do so notify the RCA representative and / or the engineer under the guidance of the officer in charge of the site, reduce effects of TTM on the road or remove the activity if safe to do so Re-establish TTM and traffic movements when advised by emergency authorities that it is safe to do so. | | |
| | Incident An incident is described as: <ul style="list-style-type: none"> excessive delays - real or potential minor or non-inquiry accident that has the potential to affect traffic flow Structural failure of the road. | Actions The STMS must immediately conduct the following: <ul style="list-style-type: none"> stop all activity and traffic movement if required secure the site to prevent the prospect of injury or further damage notify the RCA representative and / or the engineer STMS to implement a plan to safely remove TTM and to establish normal traffic flow if safe to do so Re-establish TTM and traffic movements when it is safe to do so and when traffic volumes have reduced. | | |
| | Note also the requirements for no interference at an accident scene: In the event of an accident involving serious harm the STMS must ensure that nothing, including TTM equipment, is removed or disturbed and any wreckage article or thing must not be disturbed or interfered with, except to: <ul style="list-style-type: none"> save a life of, prevent harm to or relieve the suffering of any person, or to maintain the access of the general public to an essential service or utility, or to prevent serious damage to or serious loss of property. | | | |

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Jack Steed


12/06/2016

| | | | | | | |
|---|--------------------|----------------------------|------------------|----------------------|--------------------|--|
| RCA consent (eg CAR/WAP) and/or RCA contract reference | | | | | | |
| Unattended (day and/or night) | No unattended site | | | | | |
| Method for recording daily site TTM activity (eg CoPTTM on-site record) | | | | | | |
| The CoPTTM site record will be used to record site TTM Activity | | | | | | |
| Site safety measures | | | | | | |
| The Minimum safety equipment to be provided is: <ul style="list-style-type: none"> • High Visibility vests | | | | | | |
| Other information | | | | | | |
| | | | | | | |
| Site specific layout diagrams | | | | | | |
| Number | Title | | | | | |
| TMDss1 Detour | | | | | | |
| Contact details | | | | | | |
| | Name | 24/7 contact number | CoPTTM ID | Qualification | Expiry date | |

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Jack Steed

[Signature]
11 May 2016

| | | | | | | |
|---|---------------------------------|-------------------------------|---|------------------------------------|---------------|-------------|
| RCA consent (eg CAR/WAP) and/or RCA contract reference | | | | | | |
| Others as required | | | | | | |
| TMP preparation | | | | | | |
| Preparation | Brendan M Boyer ph 027 4460 007 | 11/05/2016 |  | 48169 | STMS | 01/05/2017 |
| | Name (STMS qualified) | Date | Signature | ID no. | Qualification | Expiry date |
| This TMP meets CoPTTM requirements | | | | Number of diagrams attached | | 1 |
| TMP returned for correction (if required) | | | | | | |
| | Name | Date | Signature | ID no. | Qualification | Expiry date |
| Engineer/TMC to complete following section when approval or acceptance required | | | | | | |
| Approved by TMC/engineer (delete one) | | | | | | |
| | Name | Date | Signature | ID no. | Qualification | Expiry date |
| Acceptance by TMC (only required if TMP approved by engineer) | | | | | | |
| | Name | Date | Signature | ID no. | Qualification | Expiry date |
| Qualifier for engineer or TMC approval | | | | | | |
| Approval of this TMP authorises the use of any regulatory signs included in the TMP or attached traffic management diagrams. | | | | | | |
| This TMP is approved on the following basis: | | | | | | |
| <ol style="list-style-type: none"> 1. To the best of the approving engineer's/TMC's judgment this TMP conforms to the requirements of CoPTTM. 2. This plan is approved on the basis that the activity, the location and the road environment have been correctly represented by the applicant. Any inaccuracy in the portrayal of this information is the responsibility of the applicant. 3. The STMS for the activity is reminded that it is the STMS's duty to postpone, cancel or modify operations due to the adverse traffic, weather or other conditions that affect the safety of this site. | | | | | | |
| Notification to TMC prior to occupying worksite/Notification completed | | | | | | |
| Type of notification to TMC required | | Notification completed | Date | <input type="text"/> | | |
| | | | Time | <input type="text"/> | | |

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| | | | | | |
|--------------------------------------|--|--|--|--|--|
| TMP or generic plan reference | | | | | |
|--------------------------------------|--|--|--|--|--|

| | | | | | |
|---|--|--|--|--|---------------------|
| ON-SITE RECORD | | | | | Today's date |
| On-site record must be retained with TMP for 12 months. | | | | | |

| | | | | | |
|-------------------------|-----------------------|--------------------------|----------------|--|--|
| Location details | Road names(s): | House number/RPs: | Suburb: | | |
| | | | | | |

| Person in charge of TTM | | | | | |
|---|------|---------------|---------------------|-----------|------|
| STMS in charge of worksite | | | | | |
| | Name | TTM ID Number | Warrant expiry date | Signature | Time |
| | | | | | |
| Worksite handover accepted by replacement STMS | | | | | |
| | Name | ID Number | Warrant expiry date | Signature | Time |
| | | | | | |
| Tick to confirm briefing completed | | | | | |

| Delegation | | | | | |
|--|------|-----------|---------------------|-----------|------|
| Worksite control accepted by TC/STMS-NP | | | | | |
| | Name | ID Number | Warrant expiry date | Signature | Time |
| | | | | | |
| Tick to confirm briefing completed | | | | | |

| Temporary speed limit | | | | | |
|--|----------------------|-------|-------|------------|--------------------|
| Street/road name (RPs or street numbers): | TSL action | Date: | Time: | TSL speed: | Length of TSL (m): |
| From: To: | TSL installed | | | | |
| | TSL remains in place | | | | |
| | TSL removed | | | | |
| Street/road name (RPs or street numbers): | | | | | |
| From: To: | TSL installed | | | | |
| | TSL remains in place | | | | |
| | TSL removed | | | | |
| Street/road name (RPs or street numbers): | | | | | |
| From: To: | TSL installed | | | | |
| | TSL remains in place | | | | |
| | TSL removed | | | | |
| Street/road name (RPs or street numbers): | | | | | |
| From: To: | TSL installed | | | | |
| | TSL remains in place | | | | |
| | TSL removed | | | | |
| Street/road name (RPs or street numbers): | | | | | |
| From: To: | TSL installed | | | | |
| | TSL remains in place | | | | |
| | TSL removed | | | | |

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 CAPTAIN
 Jack Steed
 STMS 28407
 Tararua District Council

| | | | | | | | |
|---|------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------|
| TMP or generic plan reference | | | | | | | |
| Worksite monitoring | | | | | | | |
| Site to be monitored 2 hourly and inspection documented below. | | | | | | | |
| If worksite control delegated to a TC/STMS-NP the STMS must inspect the site once each day. | | | | | | | |
| Items to be inspected | TTM set-up | 2 hourly check | 2 hourly check | 2 hourly check | 2 hourly check | 2 hourly check | TTM removal |
| High-visibility garment worn by all? | | | | | | | |
| Signs positioned as per TMP? | | | | | | | |
| Conflicting signs covered? | | | | | | | |
| Correct delineation as per TMP? | | | | | | | |
| Lane widths appropriate? | | | | | | | |
| Appropriate positive TTM used? | | | | | | | |
| Footpath standards met? | | | | | | | |
| Cycle lane standards met? | | | | | | | |
| Traffic flows OK? | | | | | | | |
| Adequate property access? | | | | | | | |
| <i>Add others as required</i> | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Time inspection completed: | | | | | | | |
| Signature: | | | | | | | |
| Comments: | | | | | | | |
| Time | Adjustment made | | | | | | |
| | | | | | | | |
| | | | | | | | |
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Taranua District Council

C2.4 Level 1 worksite layout distances

| Permanent speed limit or RCA-designated operating speed (km/h) | | ≤50 | 60 | 70 | 80 | 90 | 100 | | |
|--|-------------------------------|-----------|------|-----|-----|------|------|-----|-----|
| Traffic signs | | | | | | | | | |
| A | Sign visibility distance (m) | 50 | 60 | 70 | 80 | 90 | 100 | | |
| B | Warning distance (m) | 50 or 30* | 80 | 105 | 120 | 135 | 150 | | |
| C | Sign spacing (m) | 25 or 15* | 40 | 50 | 60 | 70 | 75 | | |
| Safety zones | | | | | | | | | |
| D | Longitudinal (m) | 10 or 5* | 15 | 30 | 45 | 55 | 60 | | |
| E | Lateral (m) | 1 | 1 | 1 | 1 | 1 | 1 | | |
| Tapers | | | | | | | | | |
| G | Taper length (m) [#] | 30 | 50 | 70 | 80 | 90 | 100 | | |
| K | Distance between tapers (m) | 40 | 50 | 70 | 80 | 90 | 100 | | |
| Delineation devices | | | | | | | | | |
| Cone spacing in taper (m) | | 2.5 | 2.5 | 5 | 5 | 5 | 5 | | |
| Cone spacing: Working space (m) | | 5 | 5 | 10 | 10 | 10 | 10 | | |
| <p>* Larger minimum distances apply on all state highways and also on all multi-lane roads. The smaller minimum distances may be applied on other roads to accommodate road environment constraints.</p> <p># On non-state highways with speeds 50km/h or less, a 10m taper (with cones at 1m centres) may be used when there are road environment constraints (eg intersections and commercial accesses).</p> <p>On all roads where shoulder width is less than 2.5m and the activity does not affect the live lane, a 10m shoulder taper is permitted (with at least 5 cones at no greater than 2.5m centres).</p> <p>A taper of 30m (with cones at 2.5m centres) must be used where manual traffic control (stop/go), portable traffic signals or priority give way are employed.</p> | | | | | | | | | |
| Lane widths | | | | | | | | | |
| Speed (km/h) | | 30 | 40 | 50 | 60 | 70 | 80 | 90 | 100 |
| F | Lane width (m) | 2.75 | 2.75 | 3.0 | 3.0 | 3.25 | 3.25 | 3.5 | 3.5 |

Except for delineation device spacings, which are maximum values, the distances specified in the above tables are minimum values.

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STMS Number 28407
Taranaki District Council



Report

Date : 22 June 2016

To : Mayor and Councillors
Tararua District Council

From : Natarsha Nikora
Recreation Officer Sport Tararua

Subject : **Grant Application of Rachel Cannon to the International Representatives Scheme**

Item No : **10.10**

1. Reason for the Report

- 1.1** This report has been prepared for the Council's consideration of an application received from Rachel Cannon requesting funding from the International Representatives Scheme.

2. Background

- 2.1** The Council has funding available to support the district's elite athletes selected to represent New Zealand at international events.
- 2.2** Presently, the balance available in this account is \$1,150.00.
- 2.3** Funding awarded from this Scheme is based on the applicant's budget and the distance of travel to the international event.
- 2.4** Grants can be made up to a maximum amount of \$500.00 if competing within the Pacific/Oceania region and up to a maximum of \$800.00 if competing within the rest of the world. Discretion is available to alter this provision in exceptional circumstances.

3. Details of Application Received

- 3.1** An application has been received from Rachel Cannon who has been selected to represent New Zealand at the Under 17 World Mounted Games Championships in Ireland from 14 to 16 July 2016.

- 3.2** The Mounted Games involves over ten countries including Canada, USA, Wales, Australia, Switzerland and England.
- 3.3** Mounted Games is a fast paced, action packed discipline with riders displaying an incredible amount of fitness, training and skill. Riders must be athletic and strong with wonderful horsemanship skills and great hand to eye coordination. Ponies are required to be nimble, fast, strong, and brave and above all else be intelligent.
- 3.4** This is the second application Rachel has submitted to the International Representatives Scheme, noting that the first event she represented New Zealand at occurred earlier this financial year, and the event relating to this application is in the next financial year.
- 3.5** The application submitted by Rachel seeks to raise funds towards the costs she will incur travelling to the Under 17 World Mounted Games Championships. An estimated cost from her is \$15,597.00.

4. Significance Assessment

- 4.1** The proposed actions recommended to the Council are not considered significant in terms of the Council's policy on significance and engagement.

5. Conclusion

- 5.1** The request meets the criteria for eligibility set down in the guidelines for an application, acknowledging the above reference as set out in item 3.4 of this report.
- 5.2** In accordance with the Scheme's guidelines, the following recommendation is made for the Council's consideration.

6. Recommendation

- 6.1** *That the report from the Recreation Officer Sport Tararua dated 22 June 2016 concerning the Grant Application of Rachel Cannon to the International Representatives Scheme (as circulated) be received, and*
- 6.2** *That the Council approve the application made by Rachel Cannon selected to represent New Zealand at the Under 17 World Mounted Games Championships held in Ireland from 14 to 16 July 2016, and*
- 6.3** *That the sum of \$800.00 be granted from the International Representatives Scheme for this purpose.*

Attachments

1. Grant Application - Rachel Cannon

Rachel

- Page 3



GRANTS FOR INTERNATIONAL REPRESENTATIVES APPLICATION FORM

WHAT SPORT ARE YOU REPRESENTING NEW ZEALAND IN?

Mounted Games - horse riding

Date Travelling: 8.7.16 Date Application Complete: 15.6.16

The administrator must receive completed applications one month prior to travel. Applications received within a month of travel will not be eligible unless applying as a replacement applicant.

A replacement applicant is an applicant who has been selected for international representation at the last minute through exceptional circumstances.

ARE YOU APPLYING AS A REPLACEMENT APPLICANT?

☐

YES

☒

NO

If yes, please outline the exceptional circumstances surrounding your application:

- Page 4 -

(NZ Mounted Games Association)

1. Name of National Sporting Body: NZ MGA
- Contact person: Richard Egging
(President/Secretary/Other)
- Address: 421 Paratu Road
RD, Walton 3473
- Phone Number: 07 888 3622 (day)
- Phone Number: 07 888 3622 (night)

2. Name of International Representative: Rachel Cannon
- Residential Address: 51 Hopelands Rd
RD1, Woodville
- Phone Number: 06 376 5218 (day)
- Phone Number: 06 376 5218 (night)

3. The Event:

- (a) Description of the event: u17 World Mounted Games Championships.
- (b) Date of event: 14.7.16 - 16.7.16
- (c) Venue for event: Millstreet, County Cork, Ireland
- (d) State the importance of the event in the eyes of the individual:
I have represented NZ last year at the U17 worlds championships. It is a privilege to be representing NZ again at world level.
- (e) Please list other countries involved in this event:
Australia, Wales, USA, Canada, Ireland, France, England, Scotland, South Africa, Belgium, Italy, Denmark, Northern Ireland, Germany, Norway

- Page 5

4. Are there any other team members representing New Zealand at the same event that have been selected from within the Tararua District? If yes, please give details:

No

5. Have you received funding for this event from:

please see attached income/expense sheet.

| | Yes | No | Value |
|--|-------------------------------------|--------------------------|-------|
| National Organisations | <input checked="" type="checkbox"/> | <input type="checkbox"/> | \$230 |
| Sport New Zealand | <input type="checkbox"/> | <input type="checkbox"/> | |
| New Zealand Olympic and Commonwealth Games Association | <input type="checkbox"/> | <input type="checkbox"/> | |

Note: If you have been granted funding from the districts' community boards/community committees you are not eligible to receive financial assistance through this scheme

6. Other Sources of Funds

- (a) Other sources of funding applied for. State source and amount:

Please see attached income/expense sheet.

- (b) Other sources of funding received. State source and amount:

Please see attached income/expense sheet.

- (c) Will you seek other sources of funding if the application for a grant is unsuccessful?

Yes ☐ No ☒

- (d) Will you still attend the event if the application for a grant is unsuccessful?

Yes ☒ No ☐

- Page 6 -

7. HAVE YOU ATTACHED THE FOLLOWING APPROPRIATE INFORMATION?

IF THE FOLLOWING INFORMATION IS NOT INCLUDED, YOUR APPLICATION WILL NOT BE ELIGIBLE FOR FUNDING.

Check:

- ☒ (a) Confirmation from the national body of selection to represent New Zealand
- ☒ (b) A detailed **budget of income and expenses**, including:
- Subsidy from any source, including national organisations, Sport New Zealand, New Zealand Olympic and Commonwealth Games Association.
 - Other sources of funding received and/or applied for including community boards and community committees within the district.
- ☒ (c) A **sporting CV** of achievements to date specific to this application

8. If your application is successful, how will you give back to the Tararua community?

Last pony club season I helped
coach the pony club's games teams.
will continue to coach at pony
club level as this is where it
all starts from.

Any questions unanswered on this form will result in an incomplete application.

9. Information from this form is passed on to the media and Sport Tararua. Do you object to this information being used by these groups?

Yes

☐

No

☒

- Page 7

IT IS UNDERSTOOD THAT IF THE APPLICATION IS SUCCESSFUL

- The grant recipient will submit a written report to the Council on the benefits of their participation at the international event.
- Any press releases/articles that acknowledge the support of the Tararua District Council will be included in the report to the Council.
- Grant recipients may be required to make themselves available for media liaison.
- The grant recipient will promote the Tararua district to overseas competitors participating in their event.
- The international representative is to give back to the sport and the Tararua district in such ways as being a role model/mentor to visit schools or supporting coaching services/workshops. The applicant shall outline the details of their intentions regarding that matter within the information provided in this application.
- In the event of non-attendance, the grant will be repaid within 90 days.

Signed:

Rachel Cannon

Dated:

15.7.16

Return to:

**Natarsha Nikora
Sport Manawatu
Tararua Recreation Advisor
C/- PO Box 115
Dannevirke 4942**



New Zealand Mounted Games Association Inc.

President: Richard Egging, 421 Paratu Road, RD, Walton, 3475, 07 8883622
Secretary: Debbie Hope, 253 Twyford Road, RD 5, Hastings, 4175, 06 8799282
www.sportsground.co.nz/nzmga

29/9/15

Dear Rachel Cannon,

Congratulations, you have been selected by the selectors of NZMGA to represent New Zealand at the U17s World Team Championships to be held July, 2016 in Ireland

Your team manager will be in contact with you regarding training sessions, purchase of uniforms, travel arrangement, etc.

The Board is confident that you will be a credit to New Zealand, to NZMGA and to yourselves, both in your conduct and your sportsmanship.

Yours sincerely,

Richard Egging
President NZMGA

U17 World Mounted Games Championship: Cork, Ireland

8 -26 July, 2016

19.00 Days

| | | | |
|---|----------------|------------------|-----------------|
| Car/van hireage | \$ 150.00 pp | 2 | 300.00 |
| Flights | \$3,269.50 pp | 2 | 6539.00 |
| Accommodation | \$ 1,000.00 pp | 2 | 2000.00 |
| Food/Fuel | \$ 100.00 Day | 17 | 1700.00 |
| Rachel insurance | | | 298.00 |
| Entry fee (includes pony hireage) | | | 1500.00 |
| Uniforms | | | 400.00 |
| coaches expenses | | | 400.00 |
| teams gifts | | | 60.00 |
| Misc | | | 500.00 |
| training cost and travel within NZ (Dec - June) | | | 1900.00 |
| | | Sub Total | 15597.00 |
| Private Fundraising | | | -2300.00 |
| team fundraising share | | | -1000.00 |
| Flight grant share | | | -714.00 |
| NZMGA (share) | | | -230.00 |
| Pub Charity share - coaching | | | -262.50 |
| NZCT share- Coaching | | | -100.00 |
| Four Winds share - uniform | | | -62.50 |
| | | Sub Total | -4669.00 |
| Mum and Dad | | | 10928.00 |



RACHEL CANNON

Athlete resume

I have always enjoyed riding ponies, competing at shows, trekking, going to Pony Club, etc.



I am in my fourth season of doing NZ Mounted Games (NZMGA), having got interested in games through my local pony club.



Mounted Games is a fast paced, action packed discipline with riders and mounts displaying an incredible amount of fitness, training and skill. Riders must be



athletic and strong with wonderful horsemanship skills and great hand to eye coordination. Ponies are required to be nimble, fast, strong and brave but most of all must have a great brain!



- 2012 4th Zone Games (Lower North Island) with PC team
- 2012 7th North Island Teams Championship with PC team
- 2013 1st Zone Games (Lower North Island) with PC team
- 2014 1st Zone Games (Lower North Island) with PC team
- 2014 3rd Zones Games Pairs with Allysha Cannon
- 2014 3rd North Island Teams Championship with PC team
- 2014 8th HOY U17 Pairs with Allysha Cannon
- 2014 1st HB U14 Individuals
- 2015 6th HOY U17 Pairs with Allysha Cannon
- 2015 3rd HB Opens Individuals
- 2015 7th HOY U17 Teams
- 2015 7th U17 Teams World Championships, USA
- 2016 1st Zones Games Pairs with Allysha
- 2016 6th National PC Teams Championships
- 2016 7th NZ Individuals National Competition
- 2016 6th HOY U17 Teams





Report

Date : 22 June 2016
To : Mayor and Councillors
Tararua District Council
From : Blair King
Chief Executive
Subject : **Staff Report for June 2016 Council Meeting**
Item No : **10.11**

1. Reason for the Report

This report is to update Councillors on key projects and items of interest for the period from 18 May 2016 to 22 June 2016.

Key Points

2. 2016-17 Capital Programme and Significant Projects

On 22 and 23 June, project staff and the three elected members of Council's Audit and Risk Committee worked through project documents relating to 9 of the 16 key projects in 2016-17. The 16 that will be next year's project control sheet are:

- Earthquake prone building upgrade (Pahiatua Council Chamber) \$380k
- Stormwater Management (modelling then construction) \$800k
- Eketahuna Wastewater Treatment Plant \$810k
- Woodville Impounded Water Supply construction (\$2m including design and consenting)
- Pongaroa Wastewater Treatment \$159k
- Three year details forecast pipe renewal programme
- Authority replacement
- Long Term Plan 2018-28
- Dannevirke Wastewater Pond lining completion
- Renewal of Resource Consents for wastewater plants
- Woodville Library, Service Centre, i-SITE and public toilets \$274k
- Pongaroa Water Supply – MOH subsidised
- Pahiatua Pool concept and design utilising \$500K seed funding
- Reserve Management Plan deferred from 2015-16
- Pahiatua Mainstreet upgrade design
- Cabins or Toilets at Eketahuna Campground

3. Letter attached from Minister of Local Government

Following a meeting between the regional Mayors/Chair and CE's with the Minister of Local Government on 20 April, he has sent us the letter attached. This outlines his views on the proposed encouragement of regional CCO's for water, roading, services such as Building Consents and similar. Although the meeting was worthwhile, shortly after, we received what is known as a Draft Regional Snapshot prepared by the Department of Internal Affairs. This Snapshot appears to cherry-pick published metrics to create a picture supporting the need for regionalisation of services. Local Government New Zealand is talking to Department of Internal Affairs to ensure this messaging is accurate, and aligns with that of other Government agencies such as the NZ Transport Agency.

4. Health and Safety Update under 4 April Legislation

Nearly 90 representatives of contractors (small and large PCBU's – Person Conducting a Business or Undertaking), met with staff in two sessions on 16 June to discuss and coordinate our respective Workplace safety policies. Feedback was positive on the help this was to PCBU's (mainly smaller sole operators) to understand the requirements and update their documented controls to manage key risks.

No near misses or incidents have been reported in the month since the last report.

One of the key risks discussed was around workers attending sites one-up. We have arranged for locator beacons for those staff consistently doing this task, and also track key vehicles such as Building Officers, Regulatory Enforcement staff, and others as needed in the fleet with a GPS system known as E-Road.

5. Human Resources

We welcome Kudzai Mvere to the Strategy & District Development Team for a fixed term period of 12 months. Kudzai was selected from 18 applicants for the Land Information Assistant vacancy. Kudzai will also be assisting the Records & Information team on a part-time basis.

With Tamara Jones resigning in May 2016, advertising for two Records & Information Assistants commenced in May. The additional role is fixed term to cover Malia Hema who will commence parental leave in August 2016. We received 53 applications in total; nine interviews have taken place with the final outcome to be advised in the next report.

Revised position descriptions are coming in thick and fast as we prepare for the next round of annual reviews.

Activity Reports

Tararua Alliance

6. Executive Summary

The focus for May has been continuing and completing several projects before the end of the financial year. Work has continued on the Eketahuna Main Street upgrade, Saddle Road, car park construction and sealing for the assets group and several of the remaining emergency works reinstatement projects.

The maintenance teams are undertaking pre-reseal repairs for the 2016/17 reseal sites. This includes drainage work and pavement repairs. This work is a result of completing the additional 12 km of reseals this season. The team advanced the 12 km of reseals from the 2016/17 into this financial year as a result of the reduced bitumen costs. This has meant that the team has had to supplement next year's reseal programme with additional sites that require pre-reseal repairs before sealing. The key focus over the next few months is completing these repairs for resealing to take place in November 2017.

The Saddle Road project is now beginning to slow down for the winter months. The key achievement in May was the sealing of the lower section on site 5 of the Saddle Road. This means that all of the sealing has been completed before winter, which is a great result. The teams are now working on some of the non-weather related activities before disestablishing for the winter. Stringfellows will continue to maintain the Saddle Road over the winter months.

The teams have faced some challenging weather conditions during the Eketahuna Main Street Upgrade project. This has delayed several areas of the project and the teams are working hard to have this project completed by the end of the financial year. Work is nearing completion at the Chorus site and we are awaiting the placement of the rocks and finishing the fencing before the Kiwi is shifted into place. Work is also continuing on the War Memorial site. Due to the risk to quality and cost, the team have decided to postpone the Bridge Street Intersection work until next season due to the adverse weather conditions.

The construction crews have been working on several projects for the Assets Group. These include the Wai Splash Car Park, Pongaroa Car Park and the Woodville Camping Ground development. Once again, the work has been affected by the adverse weather and the teams are working hard to get these projects completed and sealed prior to winter.

Work is well underway on the reinstatement work on River Road, Route 52 and Castlehill Road all significantly affected in last year's flooding event. These sites are combinations of retaining walls, bench and fill operations, rock placement and guardrail works. These sites are all expected to be completed by the end of June.

Outside of the physical works, the key focus of the Alliance is finalising plans for next year's renewals projects. This includes both rehabilitations and reseals. The plan is to have all of the survey, design and pre-construction planning completed over the winter months so that the works crews can begin as soon as the weather permits. Key activities for next month will be developing the Target Cost Estimate for 2016/17 and aligning this to the Council and NZTA approved budgets.

One of the key successes over the past 11 months has been the Alliance Health & Safety record. We have had no significant incidents or accidents this financial year and the attitude towards zero harm has been very good. With the new Health & Safety legislation now coming into force the Alliance has undertaken several specifically designed workshops and presentations designed to educate and train the staff. We have rolled out the new Drug & Alcohol policy and Personal Protective Equipment (PPE) requirements in the last month and this has been well received.

7. Planning

The key focus of the Planning Team is on validating and finalising the 2016/2017 Forward Works Programme for Maintenance and Renewals. Several meetings have been held with the various teams and a Pavement Renewal Strategy guideline has been produced. This guideline states the responsibilities, and allocates staff to undertake specific tasks to complete our renewal programme. This has been aimed predominately at Pavement Rehabilitation but also includes the Reseal activities.

The Planning Team has met with Paul Murphy from NZTA to discuss options around repairing a small damaged section of rock wall on Coast Road, Akitio. This section is located approximately 100m from the rock wall repair that was undertaken last year. Several tomos have appeared with the swell undermining the old rock wall. Discussion has centred on making an application to place rock along the full 300m length, to give more security to the road edge, rather than isolated repairs. NZTA has indicated that we need to undertake a Business Case Study to apply for funding under the category of Preventative Maintenance.



The Alliance has also highlighted the pavement issues on Route 52 to NZTA. We have discussed developing a specific business case and strategy to apply for separate project funding to undertake pavement renewals on several sections of this road. Once completed, the business case will be submitted to both NZTA and TDC for discussion and review.

With the end of the financial year looming, the Alliance has been focussed on updating information for the renewal and development projects for pavement rehabilitation, reseals and minor improvements for capitalisation and valuation purposes. The Alliance is also looking at capitalising several of the flood damage sites as renewal projects.

Other key activities undertaken for May include:

- Developing a Three Waters test database that has been implemented in Assetic. This is read only until we do the final migration with financial data but serves as a useful lookup and attribute analysis tool.
- Three Waters Fuse requirements have been completed ready for implementation in September after the Assetic implementation has been completed.
- Capitalisation to end of April has been completed and training on SPNAM done to enable the Alliance Asset team to do the capitalisation in SPNAM for Roothing and Three Waters for the 2015/16 financial year.
- Data work has been updated in RAMM for surfacing as-builts and traffic count data, as well as treatment lengths to match the confirmed 2016/17 renewals programme.
- Continued focus on Fuse All Faults data and how this information aligns with the confirmed reseal sites.

Pavement Rehabilitation sites for 2016-17 have been identified and prioritised. These will now undergo pre-construction testing to determine the repair methodology. Once this is complete, the design teams will undertake survey and design on the sites in preparation for next construction season. Roads identified to date include:

| Road | Tentative RPs (m) |
|-------------------------|-------------------|
| Carlson St | 186 - 300 |
| Swinburn St | 230 - 583 |
| Waterloo St | 0 - 285 |
| Mangahao Rd | 0 - 730 |
| Pukemiku Rd | 10 - 130 |
| Tataramoa Rd | 2600 - 4050 |
| Maunga Rd | 2220 - 2370 |
| Ormondville – Te Uri Rd | 12630 - 13120 |
| Ormondville – Te Uri Rd | 13650 - 14310 |
| Weber Rd | 15000 - 15560 |

Delivery

8. General Maintenance

Work is programmed for the month of June around the district to complete sign maintenance installation, minor maintenance, and pavement and drainage repairs. High vegetation work is also programmed on the arterial routes throughout the district. The change in weather conditions has increased some activities, such as clearing of slips and trees, along with some dropout repairs that have occurred due to the saturation of the soils throughout the network. Dropouts and slumps on the R52-63 section between Weber and Wimbledon have resulted in necessary and urgent repairs (AC levelling) to make the pavement safe until permanent repairs can be undertaken.

9. Sealed Pavement Maintenance

The teams are working towards finalising the 2016/17 pre-reseal repair programmes for internal approval and commencement of physical work; the pavement crew have been working on car park renewal and maintenance projects for the Council Assets team. There are quite large quantities of pre-reseal repairs to be completed on the additional roads added to the reseal programme this year. This is a result of bringing the additional 12km of reseals forward into the 2015/16 season. This work will continue over the winter months.

10. Unsealed Pavement Maintenance

Maintenance metal is being applied to the unsealed roads in a planned approach via CRMs, feedback from Network Inspectors, patrolmen and the grader operators. Several roads programmed for the month of June are below:

| | |
|------------------|-----------------|
| Coast Road | Ngapaeruru Road |
| Speedy Road | Tautane Road |
| Rakautatahi Road | Range Road (A) |

The maintenance graders have a full programme of work ahead of them for June. Several roads programmed for the month of June include:

| | |
|----------------|------------------|
| Range Road | Swinburn Street |
| Manuhara Road | Tamaki East Road |
| Tawera Road | Surrydale Road |
| Waitahora Road | Towai Road |

11. Emergency Works

All the flood damage sites identified in the 2015/16 season are nearing completion. Work is underway on River Road, Route 52 93 section, and Castlehill Road. These sites are scheduled to be finished before the end of the financial year.

We have also identified three new flood damage sites on Waitahora Road, Coast Road (Akitio), and Kaitawa Road. Work is underway obtaining resource consents and applying for funding with NZTA to undertake permanent repairs on these sites.

12. Pavement Rehabilitation

The 2015/16 pavement rehabilitation programme has now been 100% completed on time, on budget and with no zero harm issues to report. The team is now finalising as-built records; these will be completed by the end of the current financial year.

The team will now shift their focus to the planning phase for the 2016/17 rehabilitation programme, with an emphasis on using our learnings from the current season and applying them to the next.

13. Pavement Reseals

The 2015/16 pavement reseals have been 100% completed on-time, under budget and with no zero harm issues to report; the team are now shifting their focus to the planning phase for the 2016/17 reseal programme.

14. Urban Maintenance/Construction

Street Sweeping is being undertaken on a cyclic basis and the focus has been on the heavy leaf fall areas throughout the urban network. General maintenance activities are completed as and when required, and the work teams are responding to CRMs.

The employment of our new urban maintenance general hand has shown significant improvement across our urban maintenance environment. This has benefited the Alliance with a reduction in CRMs received for litter.

15. Eketahuna Main Street Upgrade

The majority of the site work has been completed. The focus is now on completing the memorial hall work.

The team are waiting on suppliers of the new street lights, rubbish bins and the final signs and bollards. These will be installed as soon as they arrive from the suppliers.

The upgrade on Bridge Street has been postponed until September 2016, due to current weather patterns slowing down progress.

16. Wai Splash Car Park

Work has continued at the Wai Splash car park, however the work has been hindered by the adverse weather. Work completed in May includes:

- Installation of new plate crossing of the main entrance
- Removal of vegetation and secondary vehicle crossing to increase car park availability
- Completion of stabilising repairs to the main car park

Compaction testing has highlighted some soft areas that have required digging out. These were mainly in areas outside of the traffic lanes that were found to have insufficient pavement thickness. Once the dig outs are complete, the site will be ready for chip sealing, with the AC overlay to follow.



Wai Splash Plate Crossing & Entrance



Wai Splash Plate Pavement Stabilising

17. Saddle Road

Although work has been slowed by the inclement weather the teams have still managed to prepare and seal the section on site 5. This means that all pavement sections on the Saddle Road are sealed for the winter months.

Works during May focused on completing site No.5.

Site 5 works included;

- Preparing for sealing of lower portion of site 5
- Pouring of remaining kerb and channel
- Completing drainage details
- Completing landscaping and grassing
- Completing fencing



Planned works for June include;

- Winter maintenance across whole of Saddle Road
- Dis-establishment for winter

Stringfellow's will continue to work on several of the minor activities on site over the next month that are not reliant on good weather. Once these are complete the site will be dis-established for the winter months.

Survey & Design work will also continue over the winter months in anticipation for the pavement overlay sites for next season.



Site 5 - Lower-section Pre-seal

18. Water & Waste Water Reticulation

Work continues on reacting to CRMs. For May the teams responded to:

- Water Faults attended 43
- Wastewater 12

19. Completed Work Programme for May

- Cut in Dublin Street Watermain.
- Sewer Renewal - Princess Street - Dannevirke – All pipe laying has been completed, the seal reinstatement is programmed for the week of 20 June.
- Installation of the chamber to house the new screen at Woodville Wastewater Plant.

20. Forward Work Programme for June

- Cut in Tyndall Street watermain – we are having trouble isolating the watermain in and around the Tyndall / George Streets area and continue to look for valving to enable the cut in to proceed.
- London Street watermain renewal - the main line has been laid and we are currently working on the laterals
- Carlson Street - sewer renewal and two spot repairs identified by the CCTV as above.
- Cut out delaminating pipework at Woodville Water treatment plant.



Dublin St Watermain Cut-in



Wastewater Screen Chamber Installed at Woodville Wastewater Plant

21. CCTV Camera

The following streets' pipework were CCTV surveyed and rated during May:

| | |
|------------------|---|
| Gibson Street | Condition good |
| Windsor Street | Cracked |
| Tennyson Street | Holed top end |
| Claudius Street | Cracked |
| Barraud Street | Good (PVC) |
| Gertrude Street | Cracked |
| Manila Street | Good |
| Christian Street | Average |
| Carlson Street | South end, no top in pipe. We are renewing this section 15/6/16 |
| Otanga Street | Good |
| Ruahine Street | Good |

22. Infiltration Checks

| | |
|-----------------|--|
| Bengston Street | |
| Macara Street | |
| Olsen Street | |
| Newman Street | |
| Carter Street | |

23. Forward Planned CCTV Surveys

| | |
|-----------------|----------------------|
| Tennyson Street | |
| Claudius Street | |
| Barraud Street | (Denmark - Waterloo) |
| Allen Street | |
| Thyra Street | |
| Burns Street | |
| Gertrude Street | |

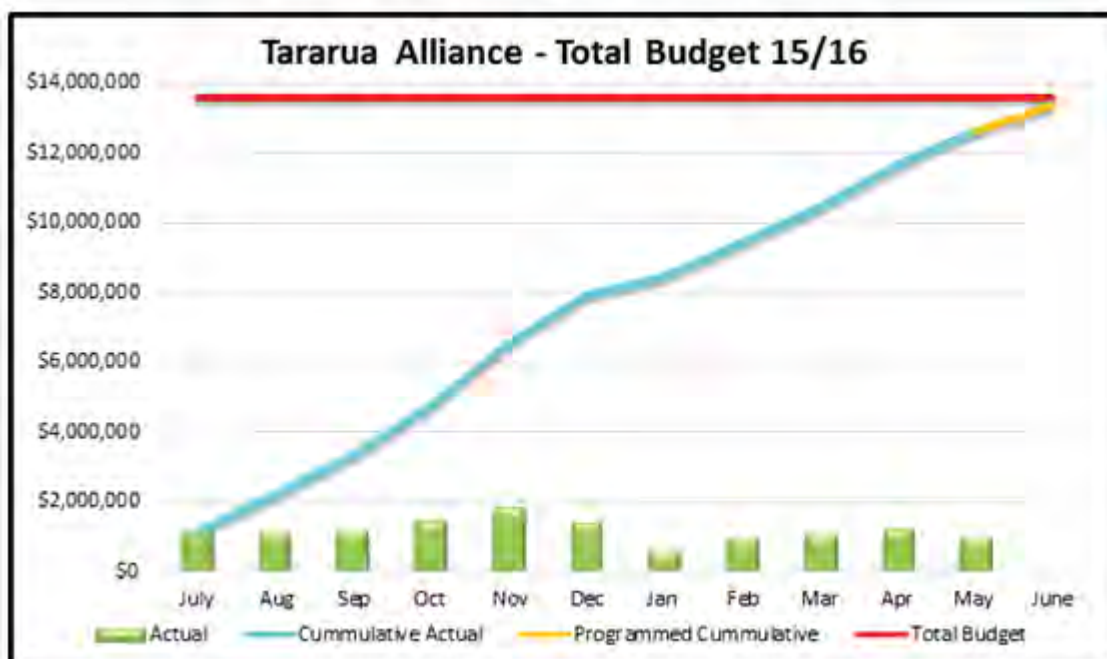
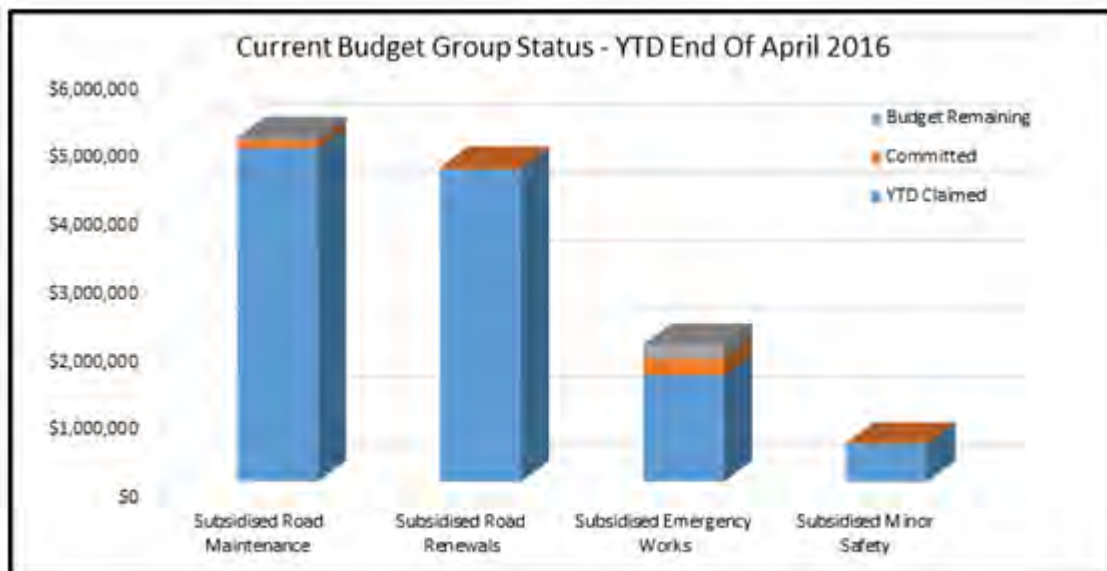
The water and wastewater teams have been working with TDC Assets department to develop and confirm the 2016-17 Forward Works Programme for the renewal projects. The teams have identified the high priority water and wastewater renewals, which have now been priced and will be programmed for next financial year.

There have been ongoing issues with the wastewater main running through the main street of Pahiatua. This has been cleared with a jetting unit, in conjunction with a vacuum tanker, to remove stones from the pipe. The section was then inspected using the CCTV unit. Garth identified that the pipeline is in poor condition, has root intrusion in many of its joints and also lateral cracking in places. We have now engaged PNCC to undertake some root cutting on this site. Once completed, we will camera the pipe again to ascertain condition and what course of action is to be undertaken.

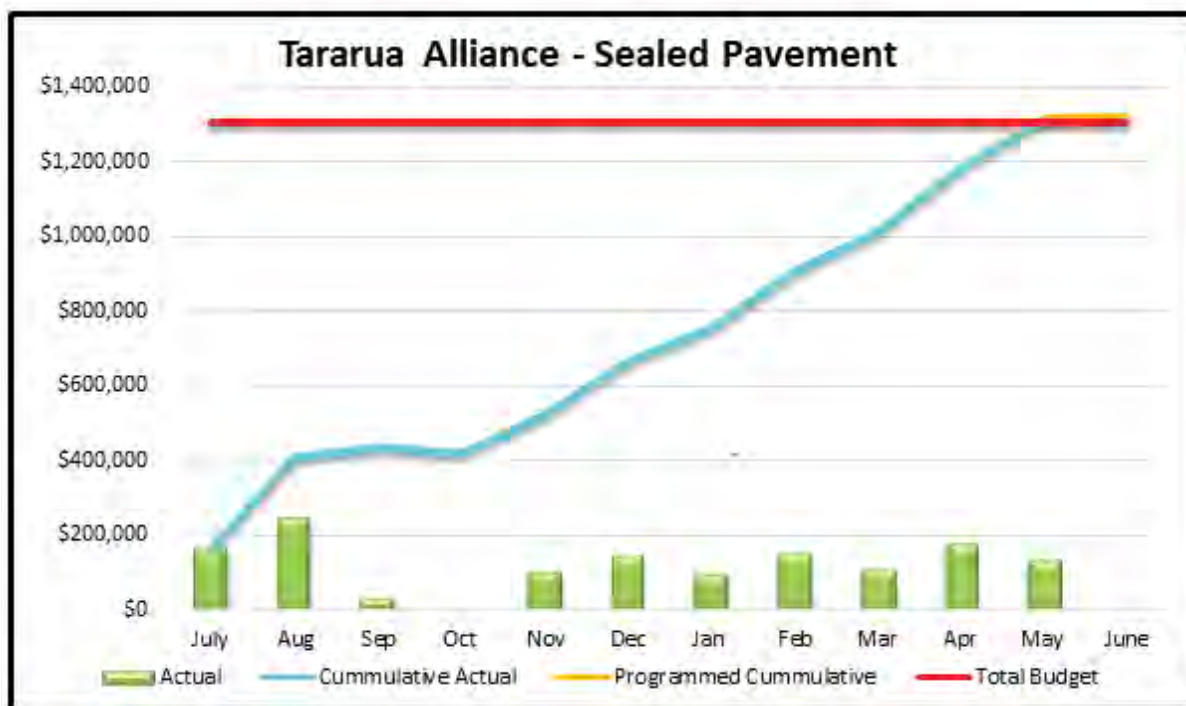
Performance

24. Financial Performance

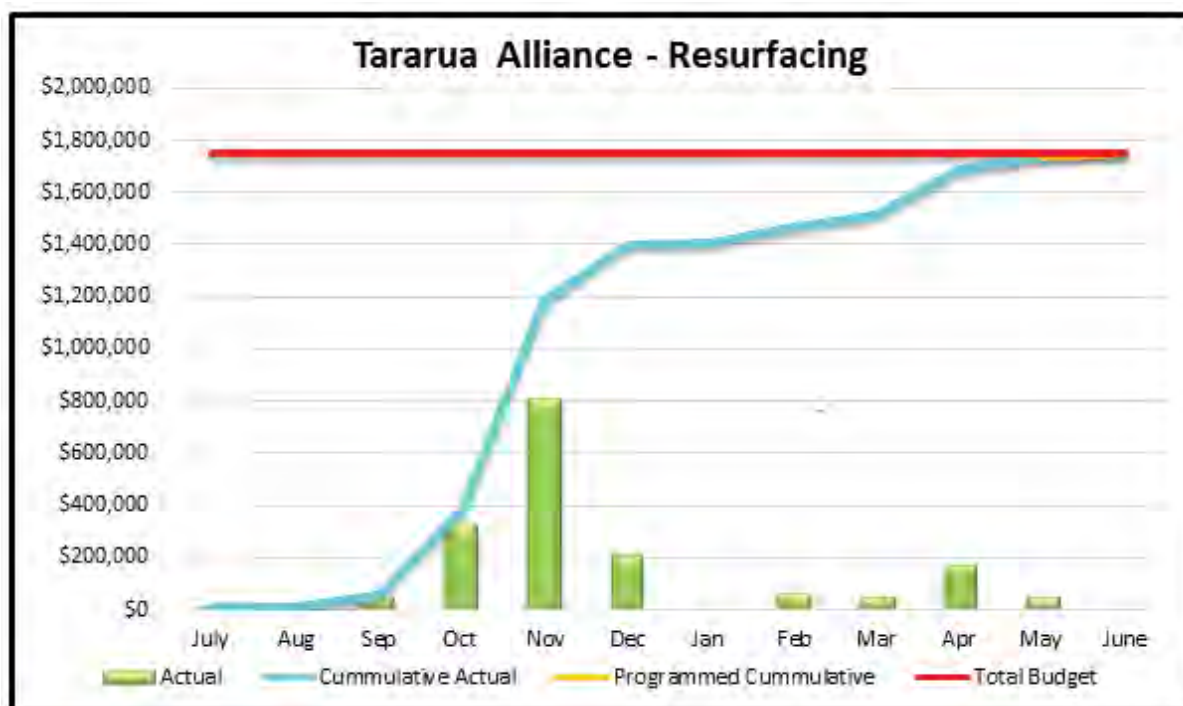
Financial reports for work completed May 2016:



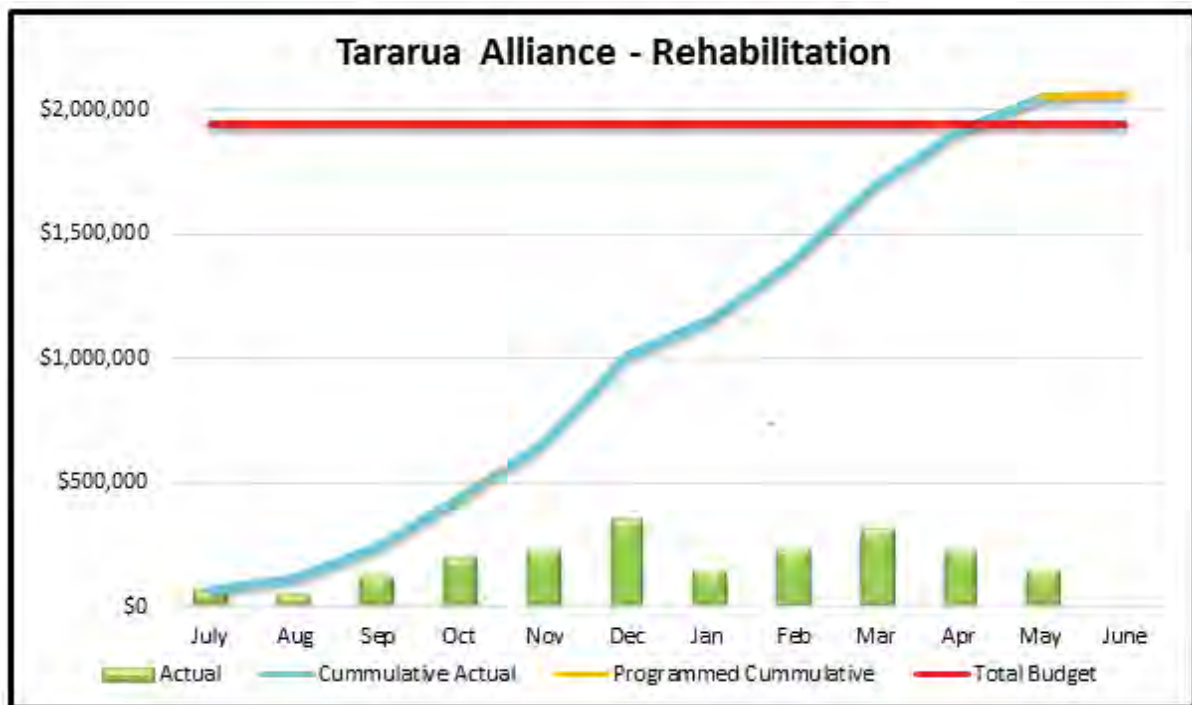
The Alliance budgets are on track for the 2015/2016 financial year.



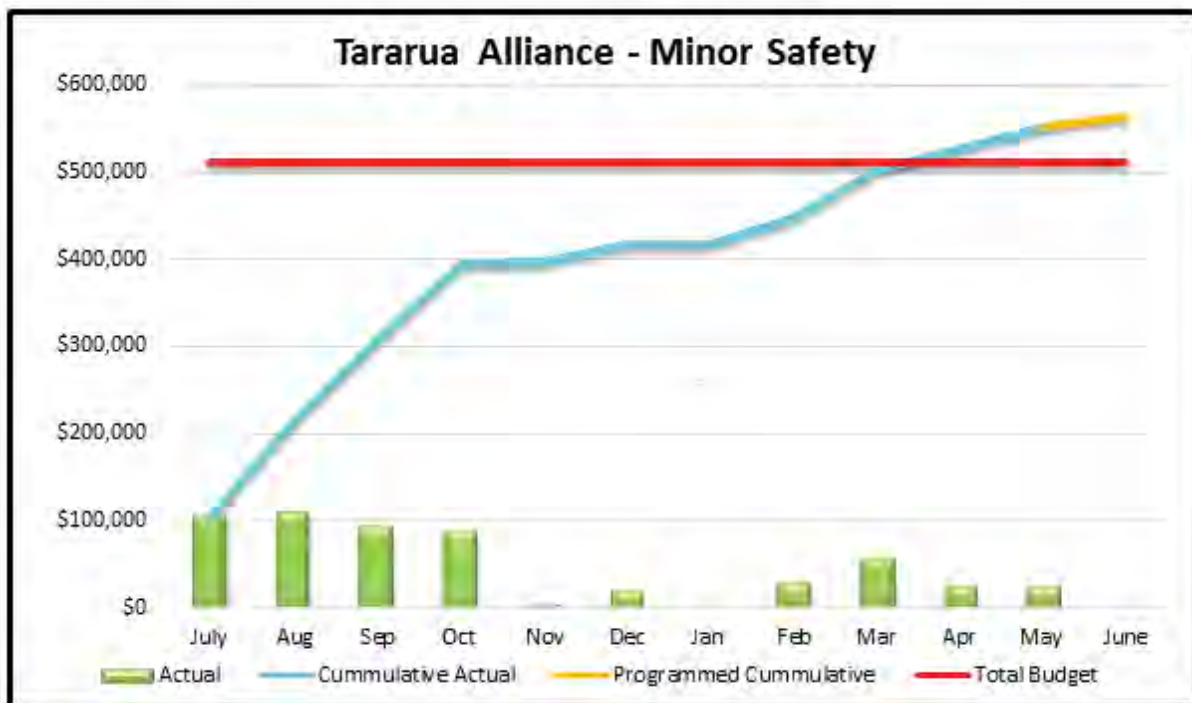
The sealed pavement budget is on track for the remaining few months of the financial year. Pavement repairs on Route 52 may result in a slight overspend, however any additional budget will be brought forward from next year's allocated budget.



The resealing projects are now complete. Underspend is a result of reduced costs in bitumen for the 2015/2016 season. An additional 12km of reseals were completed as a result of these savings.



The rehabilitation projects are now complete. Slight overspend has been offset by the surplus in the reseal budget.



Minor safety projects are now complete. Overspend has also been offset by reduction in renewals budgets.

25. Corridor Access Request Management System

The new corridor access system is in place and working well. Over the last month, it has highlighted that there are other contractors working on the network and they have been prompted to submit a traffic management plan to undertake their requested operation safely.

During the month of May, forty one Before U Dig applications were received and processed. During May, twelve traffic management plan applications were received; all of these were approved.

26. Customer Feedback

The CRM completion rate and feedback scores continue to trend well. Results in May have improved on the previous month to 4.36 out of 5.

27. Response Times








CRM response times are trending well. Results for May are tracking at 1.22 days to respond versus a target of five days.

28. Traffic Management

During the month of May, five sites were audited, with all being compliant. All sites had minor improvements needed, which were addressed during the time of the audit.

29. Performance Framework KRAs & KPIs

The Alliance Performance framework is being embedded into the Alliance, and the majority of the KRAs and KPIs are now being measured.

| | KRA | Name | Frequency | Comments | |
|---------|---------------------|------------------------------|-----------|---|---|
| RESULTS | 1. PEOPLE RESULTS | Alliance Team Safety | Monthly | 43 Sight behavioural observations (SBOs) undertaken in May. Goal = 52 per month |  |
| | | Workplace Health | 6 Monthly | Loss time injuries (LTI) 0 Medical treated injuries (MTI) 1 Environmental incidents 0 |  |
| | 2. CUSTOMER RESULTS | Timely Communications | Monthly | 97% of all CRMs received were completed on time for May. |  |
| | | Effective Communication | Monthly | Average feedback score was 4.36/5 for the month of May 2016. |  |
| | | Minimise Operational Impacts | 3 Monthly | Complaints received YTD. 0 Compliments received during May. 0 |  |
| | 3. SOCIETY RESULTS | Compliance with TMP | Monthly | Traffic Management Plan (TMP) compliance undertaken monthly with results published. |  |
| | | Zero Harm – Environment | Monthly | SBOs and audit results have all been to an acceptable high standard. Work to be carried out in getting more staff to undertake SBOs |  |

30. Key Performance Framework Results

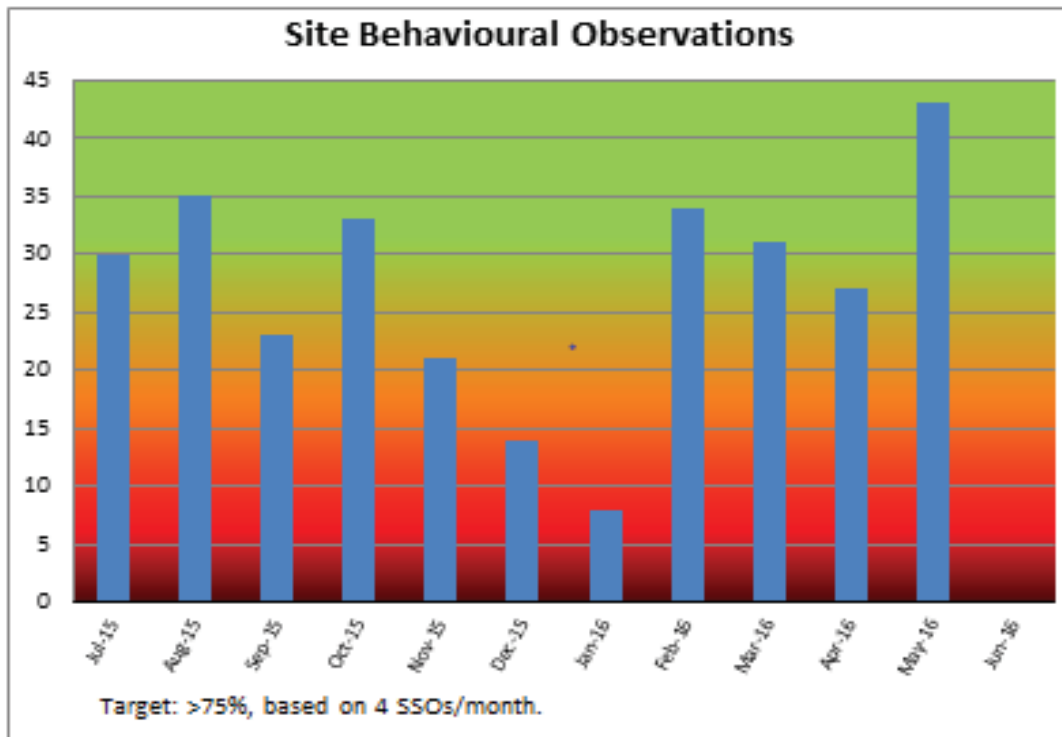
| KPI Description | Detail | Unit | May-16 | Jun-16 |
|-------------------------------------|--------------------------------|------|--------|--------|
| Alliance Team Safety | Medical Treated Injuries (MTI) | No. | 1 | |
| | Loss Time Injuries (LTI) | No. | | |
| | 1st Aid Treatments | No. | | |
| | Near Miss Reports | No. | | |
| | Site Observations | No. | 43 | |
| | | | | |
| KPI Description | Detail | Unit | May-16 | Jun-16 |
| TMP Compliance - Alliance Sites | Total Audit Score | No. | 115 | |
| | Dangerous Sites | No. | 1 | |
| | Sites scoring below 30 | No. | 3 | |
| | Total No. Sites Audited | No. | 4 | |
| | | | | |
| KPI Description | Detail | Unit | May-16 | Jun-16 |
| TMP Compliance - Non-Alliance Sites | Total Audit Score | No. | 5 | |
| | Dangerous Sites | No. | 0 | |
| | Sites scoring below 30 | No. | 1 | |
| | Total No. Sites Audited | No. | 1 | |
| Overall Standard | Total of All Sites Audited | | 5 | |
| | Total Non-Compliant Sites | | 1 | |

| KPI Description | Detail | Unit | May-16 | Jun-16 |
|-------------------------|----------------------------------|-------|--------|--------|
| Effective Communication | Total Number of Customer Surveys | No. | 27 | |
| | Overall Feedback Score | Index | 4.36 | |
| | No. Scoring Below 3 | No. | 0 | |

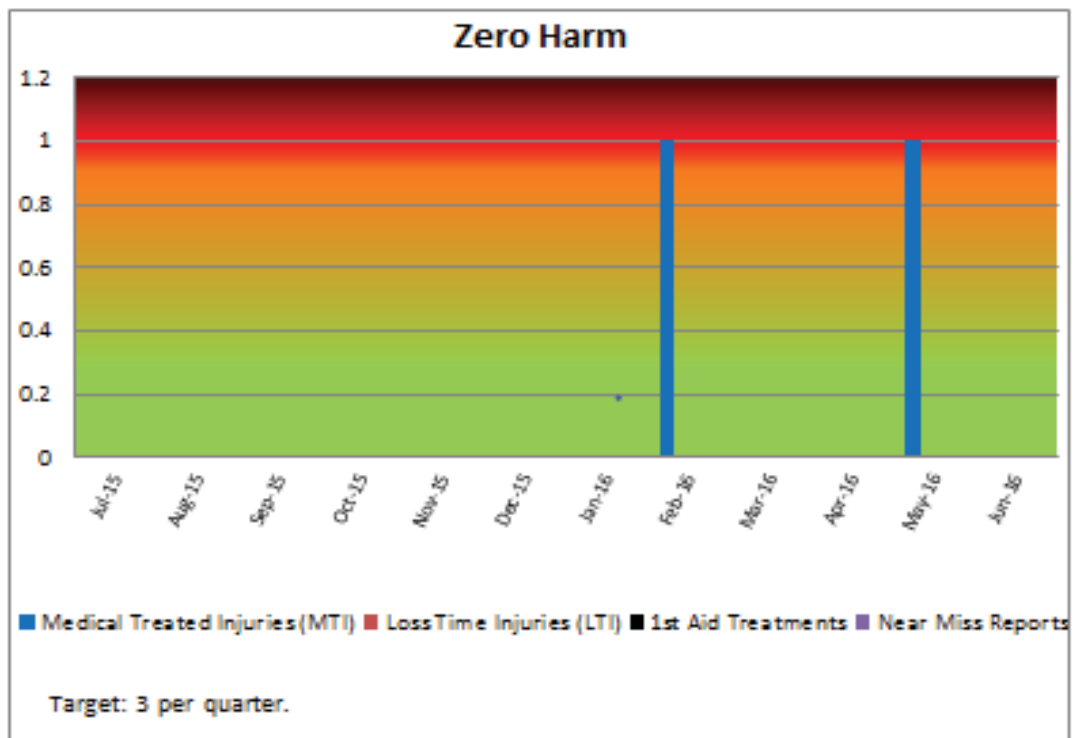
| KPI Description | Detail | Unit | May-16 | Jun-16 |
|--|---|------|--------|--------|
| Timely Communication Three Waters | Total Number of Three Waters CRM Received | No. | 45 | |
| | Average Completion Time | Days | 0.44 | |
| | Total Number of CRM open | No. | 0.00 | |
| | Number completed within target | No | 44 | |
| | % Target | % | 98% | |
| | %carried to following month | | 0% | |
| | % Completed on Time | % | 98% | |

| KPI Description | Detail | Unit | May-16 |
|------------------------------------|-------------------------------------|------|--------|
| Timely Communication Roding | Total Number of Roding CRM Received | No. | 220 |
| | Average Completion Time | Days | 1.22 |
| | Total Number of CRM open | No. | 1.00 |
| | Number completed within target | No | 214 |
| | % Target | % | 97% |
| | %carried to following month | | 3% |
| | % Completed on Time | % | 97% |

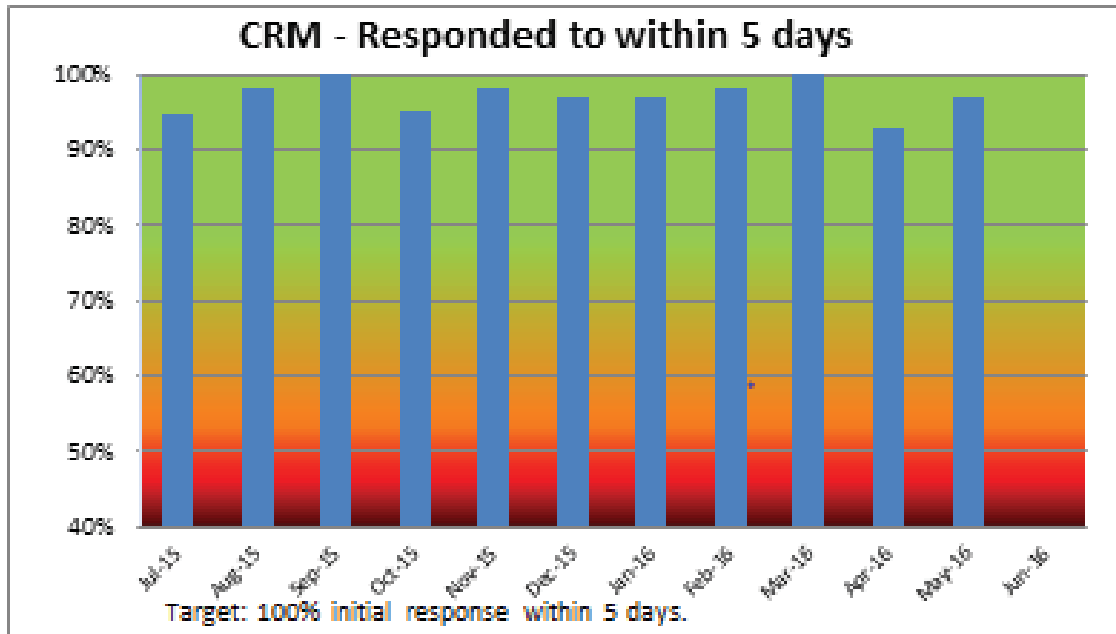
| KPI Description | Detail | Unit | May-16 |
|---|---|------|-----------------|
| True Cost of Service Delivery - TCE vs Actual | Cumulative YTD Measured Items TCE | \$ | \$7,085,339.56 |
| | Cumulative YTD Measured Items Actual | \$ | \$6,628,979.84 |
| | Cumulative YTD Measured Items TCE vs Actual | % | 6% |
| | Cumulative YTD TCE | \$ | \$12,649,049.79 |
| | Cumulative YTD Actual | \$ | \$12,356,594.38 |
| | Cumulative YTD vs Actual | % | 2% |
| | Cumulative CTD Measured Items TCE | \$ | \$7,085,339.56 |
| | Cumulative CTD Measured Items Actual | \$ | \$6,628,979.84 |
| | Cumulative CTD Measured Items Difference | \$ | -\$456,359.72 |
| | Cumulative CTD Measured Items TCE vs Actual | % | 6% |
| | Cumulative CTD TCE | \$ | \$12,649,049.79 |
| | Cumulative CTD Actual | \$ | \$12,356,594.38 |
| | Cumulative CTD Difference | \$ | -\$292,455.41 |
| | Cumulative CTD vs Actual | % | 2% |
| | | | |
| | | | |



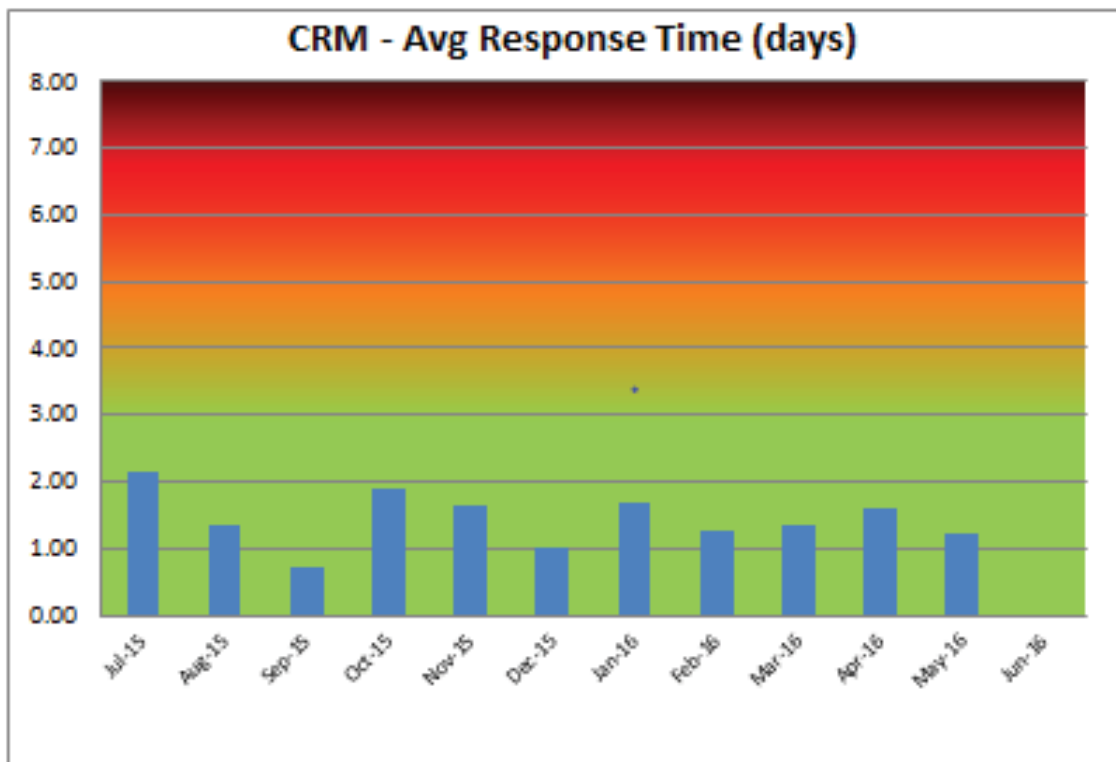
SBOs completed increased for the month of May to a more acceptable level.



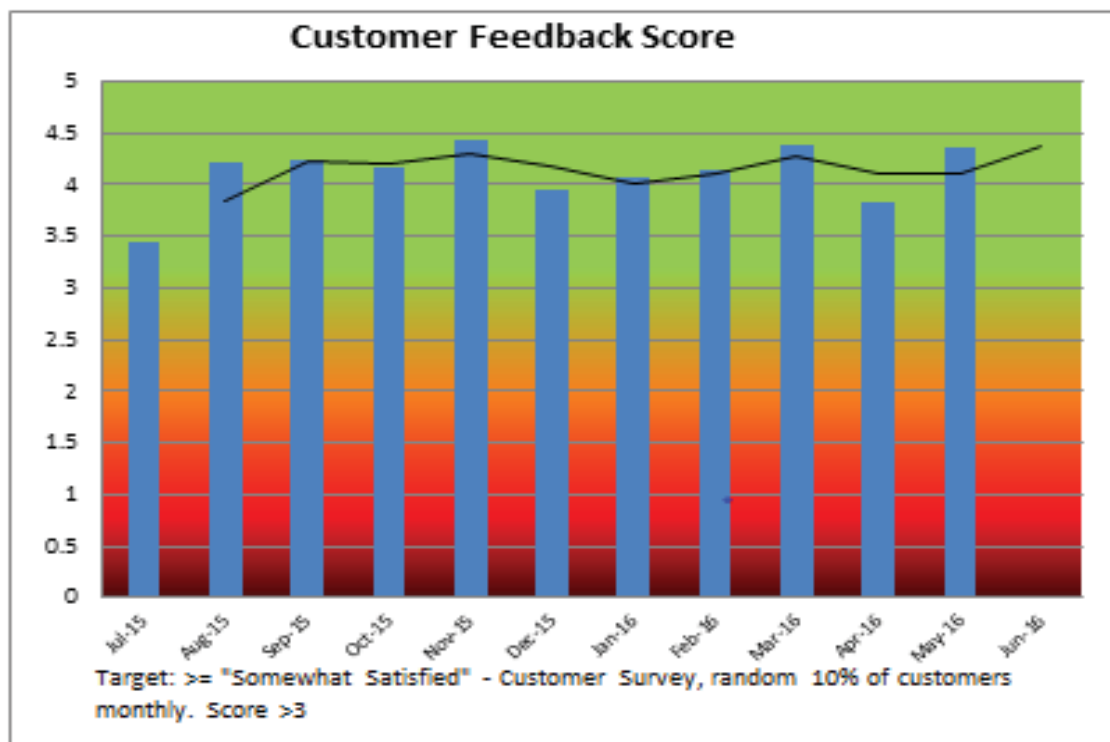
The Alliance had one medically treated injury for May. There was no lost time injury and the staff member was allocated light duties.



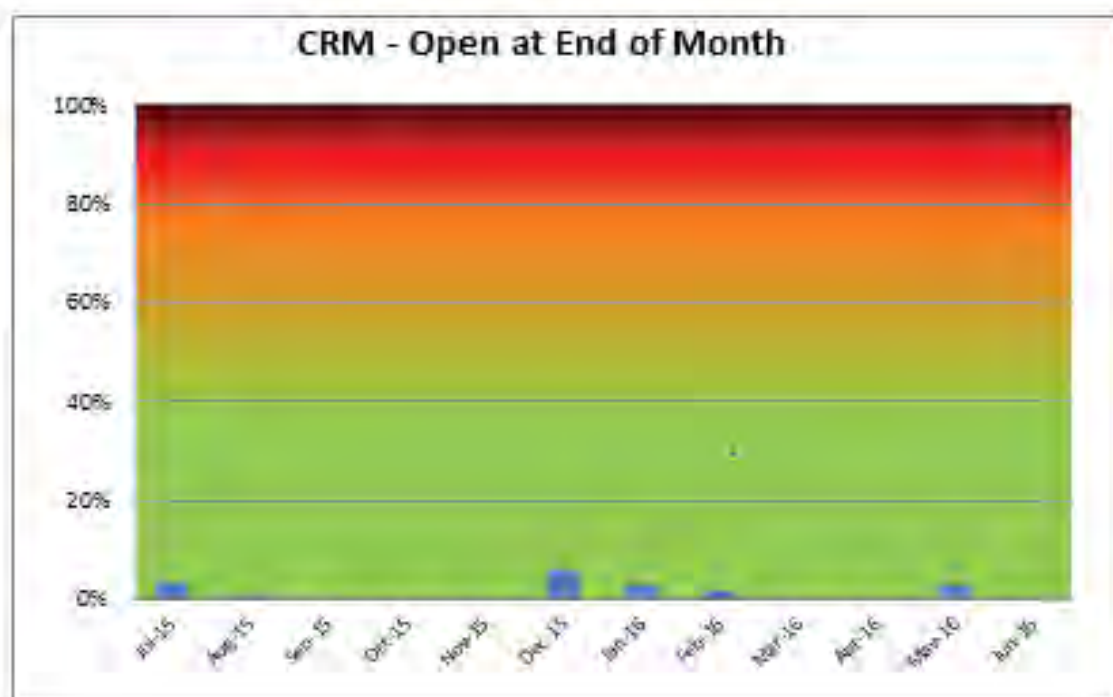
97% of all CRMs were responded to within the required time frame for the month of May.



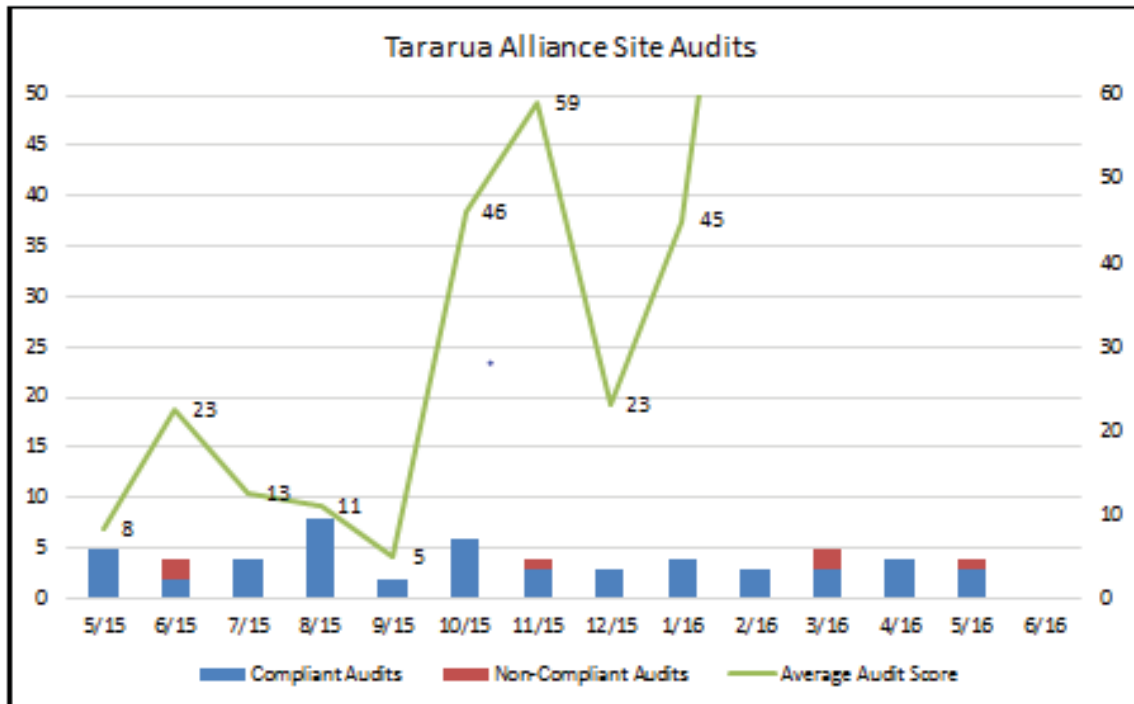
The completion time continues to trend well to stay within the five-day time frame.



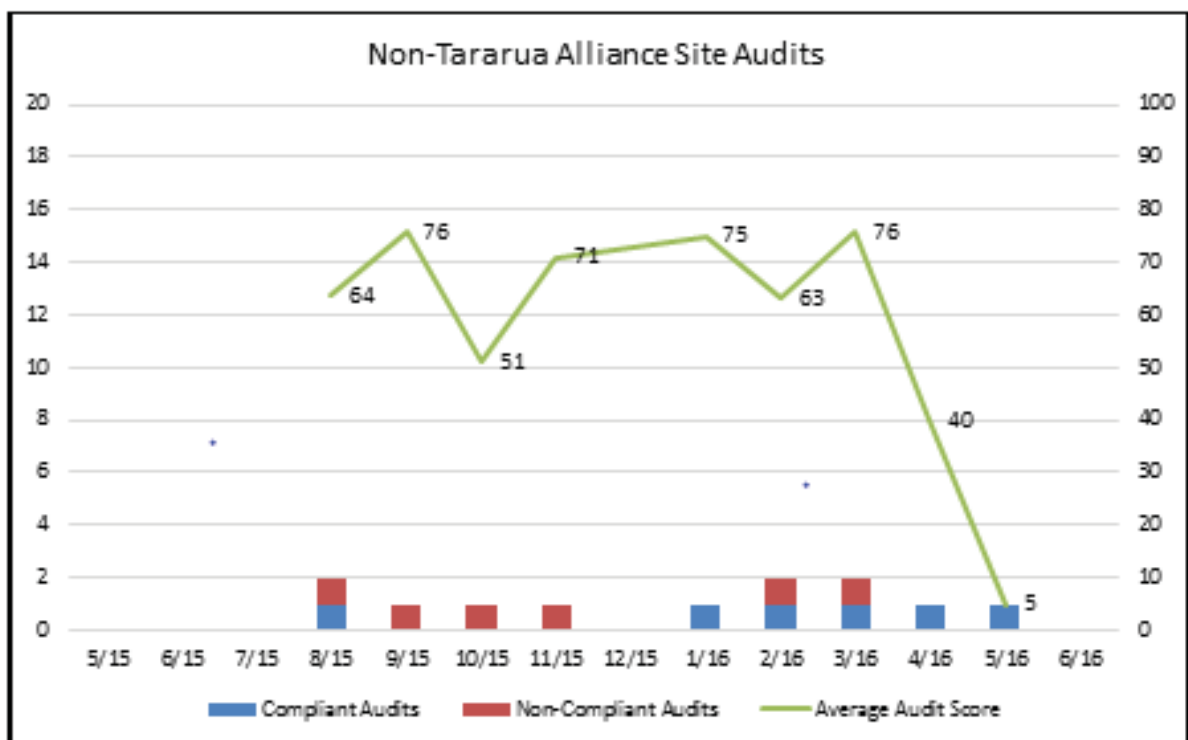
During May a 10% CRM survey was undertaken; from the results there has been an improvement in the communication back to the informant, which is pleasing to see.



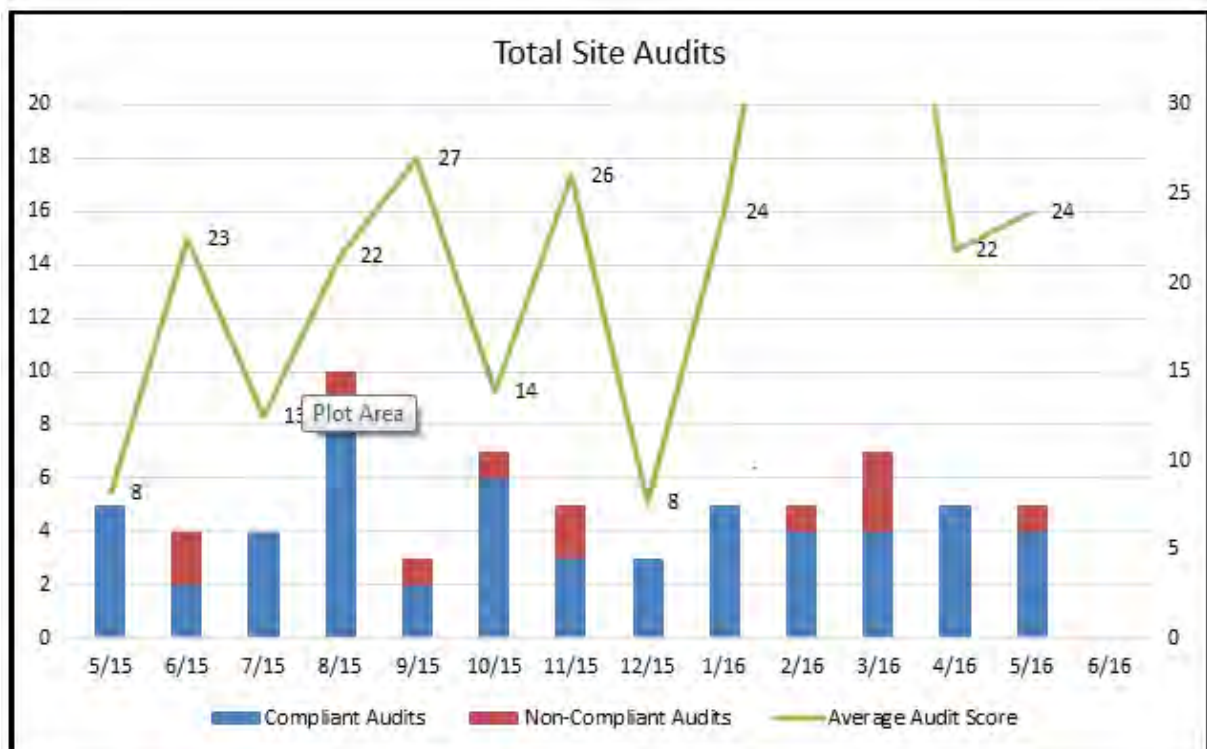
One CRM was not completed by month end in May.



Four Alliance sites were audited over the month of May, with one site being non-compliant; this site was made compliant the same day.



One non-Alliance site was audited during May; this site needed minor sign adjustments to meet a high standard. Further communication was had with the company Health and Safety representative, in which they carried out further inspections on this site.



Assets Group

31. Executive Summary

The focus for June has been on completing the 2015/2016 projects and preparing for new projects. The on-off weather has not helped, with a number of projects delayed by weather conditions, including relining of the Woodville wastewater pond, the excavation of the Pahiatua tank foundation, the division of the Dannevirke number one wastewater pond and the Woodville camping ground upgrade.

A highlight this month has been the issue of the consent for the Norsewood wastewater plant, which was issued on 17 June. This comes after weeks of work by Council and Horizons staff. The new consent is for a period of two years, which gives Council ample time to collect and analyse data from the new clarifier and tephra set-up to inform an application for a longer-term consent.

On 15 June Council staff and Councillor Collis attended a pre-hearing for the Pahiatua and Eketahuna wastewater consent applications. The facilitated session enabled Council and the submitters to discuss the issues between them in a 'without prejudice setting'. A good discussion took place and a possible pathway is forming between the parties to reach agreement on consent conditions. A second meeting will be held in August.

Work on dividing the Dannevirke wastewater pond into three ponds has now halted due to the weather. The wall formation has been hampered by the rain that has left the building material wet and difficult to compact to the level needed. A decision was made at the end of the second week in June to cease work to avoid cost escalation due to having to rework the material. The cost to complete is now being calculated based on a drone survey of the metal remaining in the pond and the development of the wall in better weather conditions. No date for restart has been decided at this time. Council has kept Horizons staff informed of the risks and mitigation measures in place to manage sewage inflow throughout the wetter months with one pond out of action.

Staff have been working with contractors to ensure that all suppliers and Council work sites meet the provisions of the Health and Safety legislation. This has involved reviewing contract provisions, ensuring we have copies of all suppliers Health and Safety documentation, as well as the ongoing assessment of work sites.

Solid Waste

32. Zero Waste Education

Council staff are in the process of negotiating a new contract with Zero Waste Education.

Utilities

Water Supplies

33. General

In general things have quieted down in the water area as demand drops off and river levels rise. Staff are now working on the winter maintenance programme. The health management plan for each scheme are also being updated.

34. Woodville

Woodville water is back to normal following severe algae problems in April/May that resulted in taste and odour issues.

35. Pahiatua

Work has commenced on site with this project. The ground has been cleared and the site levelled. Compaction for the foundation is complete. The location of the pipework has also been confirmed on site. The consultant is now awaiting receipt of the foundation designs from the tank company so that he can prepare and lodge the building consent application.

The next steps are to prepare documents and tender for the foundation construction. To date this project has slipped by two weeks largely due to the weather conditions on site. At this stage there is no impact on the forecast project completion date, which is largely determined by the tank delivery date.



36. Dannevirke Treatment Plant

Construction is well underway at this site. The building poles are up, a section of framing and cladding complete and the slab partially poured. A large job was the development of the sump which will house the two pumps.

One variation has occurred to date, with the discovery of a large section of concrete below one of the poles for the shed. This took two days to remove. Filtec is due on site on 27 June to begin installing the pumps, UV and associated pipe work.



Wastewater

37. MfE - Dannevirke

As reported to Council in May, the design of the number one pond required modification to ensure that the existing wall between Pond 1 and Pond 2 did not trigger the categorisation of the pond when complete, as a large dam under the provisions of the Building Act due to wall height and pond volume.

The modification is ensuring there are three standalone ponds, similar to how ponds three and four are separated. The two smaller ponds will be at a lower level than the main pond. Work commenced on the formation of the wall between these ponds using existing metal from within the pond, which was to be removed to deepen the pond.



The cost to complete is being calculated based on the metals remaining in the pond and the development of the wall in better weather conditions. No date for restart has been decided at this time. The contractor is continuing to work on developing the batters around the pond, completion of the septic tank receiving area and tidying up the site. It is estimated this will take two weeks.

Horizons have been advised of the situation and Council staff are comfortable that at this stage the risks associated with having the large pond out of the system for the wetter months can be managed. There is an expected increase in operating costs associated with the treatment of wastewater during this period. With colder weather the level of biological de-nitrification in the ponds falls and, combined with less contact time in the ponds, the level of nitrogen in the effluent reaching the filtration plant is expected to be higher than if Pond 1 was in operation.

38. MfE Projects – Woodville

The wet weather over the last month has played havoc with the relining project, with various delays due to either water surrounding or in the pond or high winds forecast. Viking was on site in the third week of June and completed three days work. It is forecast that they have another three or four days to go, if they can get a break of fine weather.

39. MfE Projects - Pahiatua

With the plant completed and fully operational, sampling is occurring twice a week to test the quality of treated effluent at each stage of the treatment process. This will enable us to build research to support the ongoing operation of the plant and our resource consent application. This data will also test the validity of using this treatment process at other plants.

Results to date are very promising.

Property

Housing for the Elderly

40. Occupancy

76 flats are presently occupied, there are currently 6 vacant flats, which are:

| | | |
|----------------------------|----------------|---------------|
| Aften Court, Dannevirke | 2 flats vacant | 34, 152 days |
| Ballarat Court, Dannevirke | 2 flats vacant | 204, 263 days |
| Elsinore Court, Dannevirke | 1 flat vacant | 30 days |
| Burns Street, Dannevirke | 1 flat vacant | 13 days |

Camping Grounds

41. Bookings

| | May 2016 | May 2015 | % Change |
|------------|----------|----------|--------------|
| Dannevirke | 274 | 285 | 4% drop |
| Pahiatua | 201 | 573 | 280% drop |
| Woodville | 133 | 53 | 60% increase |
| Eketahuna | 276 | 307 | 11% drop |

42. Woodville

The upgrade to the Woodville camping ground has progressed well, despite hold ups due to weather conditions. All the drainage has been laid, the power ducts are in place, and driveway and campervan hardstands have been formed. Work is currently underway on levelling the area between the existing community hall carpark and the grassed area, to enable it to be sealed. Fencing and boundary planting will then occur. Levelling and re-grassing of the site will be weather dependent, but if need be, the grassed area can be cordoned off shortly to enable campers to start to use the camping ground.

The project budget will not be fully expended at year-end, and the camping ground liaison group has been asked to prioritise options for the use of the remaining funds.



Parks and Reserves

43. Pahiatua Old Sale Yard Site

Work has commenced on the installation of the new skate park.

44. Mangatainoka Domain

One tender for the grazing of the Mangatainoka Domain was received. This tender has been sent to the Mangatainoka Domain Board for their consideration and recommendation to Council.

45. Woodville Domain Board

A report is on the agenda for the June meeting of Council regarding the renewal of a lease with the Woodville Clay Target Club Inc for Domain Board land on Dodd Road, Woodville. The report seeks Council direction on the level of rental payable.

46. Eketahuna Playground

The Alliance has now completed site drainage work. With the ground now being so wet it was agreed the laying of the matting will be held off until ground conditions are more suitable.



Cemeteries

47. Dannevirke

A row of trees between the present lawn area and the undeveloped block of land has recently been removed. This is to enable the development of the last two berms, which should provide an adequate number of plots for the next 2-3 years. Planning will commence early in 2016/2017 for contouring the slope between the existing cemetery and the cemetery extension, and the development of a carpark and pedestrian access to service the two areas.

48. **Woodville**

All planting at the Woodville Pinfold Road Cemetery has now been completed. The most recent planting is around the old single grave near the entrance and the planter boxes in front of the trellis in the still born area.



49. **Pahiatua**

The Pahiatua on Track Inc Committee have endorsed the concept plan for the stillborn area and work on site has commenced. The monument has been ordered and the fence is being erected. The ground work on the sealed area is due to start around 20 June 2016.

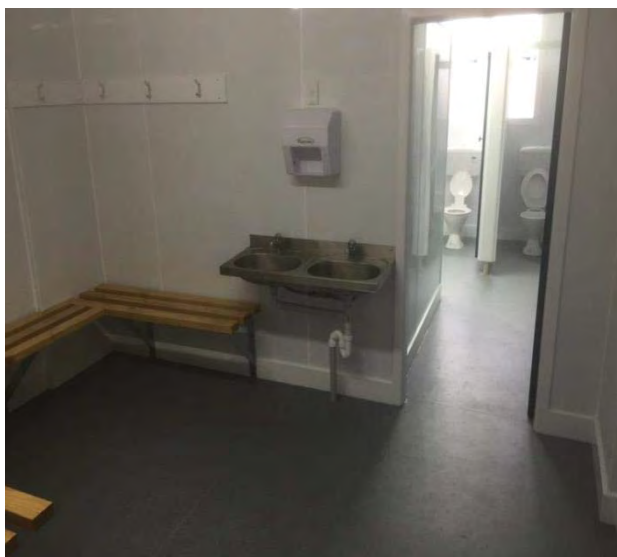
The hedge at the back of the cemetery has been trimmed and several trees have been removed. These will be replanted as soon as practicable.



Public Toilets

50. Dannevirke Sports Centre Toilet Upgrade

This project is now complete.



Community Buildings

51. Dannevirke Town Hall

Five of the wooden lighting bars located above the stage have been replaced with aluminium bars as part of health and safety awareness.

Strategy and District Development

52. Pahiatua Railcar Society

The Society has asked for Council involvement in support for their case to re-negotiate leased land sites through the district from KiwiRail. This follows KiwiRail's intention to standardise their leases across the country and to attempt to change lease values to those based on market. In some instances, these increases are unsustainable for a volunteer organisation. The Pahiatua Railcar Society note that they act to bring tourism to the District by way of special events. Their concern is that a number of sites are not economic and may need to be abandoned. There is therefore potential for abandoned buildings to become derelict while also having no place to house, restore and protect historical rail artefacts, engines and carriages.

53. Bluff Road

Legal advice has been received on options to remedy the illegal buildings on road reserve at 231 Bluff Road, Woodville. These options are to be presented for consideration by the owners, Mr and Mrs Brass.

54. Infracon Update

IRD has not yet processed the final small GST claim filed in April 2016. The final Liquidators report and automatic striking out process follows automatically once the GST refund is received.

55. Carnegie Centre

There is a proposal for the Carnegie Centre Incorporated Society to be wound up at the next AGM on 28 June 2016.

If the members agrees that the Society be wound up, assurance is being sought that Tararua Community Youth Services Inc. carry over the lease of the building until at least the expiry in June 2017.

Of further note is that the building has been assessed as being earthquake prone and this rating is very unlikely to change from any new regulation.

56. Tararua Aquatic Community Trust

Pool usage numbers over the past two months have been low. A number of reasons have been contributing to this: the start of winter, a period of school holidays with no swim school operating, carpark alterations and power outages. Power fluctuations in the line resulted in 10 flood lights blowing over a period of two weeks during late May. Six of these were repaired to achieve minimum interim lighting. It is hoped that completion of the carpark, improvements to pool cleaning, lighting and warm air to the shower rooms will attract people back over the coming months.

57. Software Upgrades

The Civica Authority annual software upgrade was unable to proceed due to software not achieving our minimum requirements – essentially the bank load process was not operational. A new attempt will take place at the next window of opportunity in October/November 2016.

The Records Manager software and Kotui (Library) are operating well and achieving expectations.

58. CCTV Systems

Council is now operating an expanded and networked CCTV system at the Dannevirke Administration Building. As with a number of other sites, the cameras are performing a blend of public (NZ Police accessible) CCTV and Council staff/asset protection.

59. Lease of Land

A telecommunications company has approached Council to lease 1.2 square metres of Council freehold land in Gordon Street, Dannevirke for installation of a cabinet “plinth”. This is capable of being placed next to the Vocus (formerly FX Networks) point of presence in an un-obtrusive location.

The lease requested is for a 10 year +10 year period. This area has been identified for (necessary) landscaping and some of the funds generated may be able to be reinvested into the area with support of the Community Board.

While some details remain confidential and subject to negotiation, Council has maintained a supportive party to developments in the telecommunications industry.

Economic Development and Communications

60. Regional Collaboration: Special Meeting

The group called a special meeting in order to develop an action plan and proposal to progress the “Growing Business Enabler” from the Manawatu/Whanganui Regional Growth Study (RGS).

The key being that we collaborate to achieve a region-wide effort that will make a step change in developing the capability of small-medium enterprises (SME’s) in the business sectors as identified in the RGS.

61. New Zealand Motor Caravan Association: Motorhome Friendly Towns

Tararua is recognised as embracing motorhome friendly opportunities and now another town, Pahiatua, has been added to the list of towns in Tararua that are Motorhome Friendly.

On 1 June, Pahiatua was officially recognised by the New Zealand Motorhome Caravan Association for its efforts to provide excellent facilities for motorhome travellers. This took place as a ceremony and formal presentation to Mayor Roly Ellis in the Pahiatua Council Chambers.

Pahiatua’s accreditation is a win-win, as it provides members of the motorhome network with confidence in the destination, and is likely to mean more visitors and longer stays.

Accreditation as a Motorhome Friendly Town recognises that Pahiatua provides a set of amenities and services that guarantee motorhome travellers a warm welcome and an enjoyable visit. Motorhome travellers may camp free, but they generally stay longer and make a significant economic contribution to our towns and have a flow on effect to our district.



62. Business Breakfast Workshop (19 May 2016)

A business breakfast workshop was held on 19 May 2016 at the Dannevirke Services and Citizens Club – the focus of the workshop was ‘Managing the Transitions of Youth into the Workforce’ and ‘Making Health and Safety in the Workplace work for you: debunking myths about the new Health and Safety regime’.

This was run by the Dannevirke and Pahiatua Chambers of Commerce, in association with the Tararua Youth Guarantee Community Partnership and the Tararua Business Network.

63. Top Places to Live Down Under

We have been fortunate to secure a two-page spread in the annual 36 page “Top Places to Live Down Under” supplement, focusing on regions of Australia and New Zealand that are looking to attract skilled migrants, yet less well known to those in the UK who may not have visited Australia or New Zealand before.

The audience reading this will be UK migrants looking to select the best area for them and their family’s new life. These will be migrant families with the right skills to help cover employment needs, local economic growth and future prosperity.

24,000 copies of the “Top Places to Live” will be printed; 20,000 bagged with Issue 132 of the Australia and New Zealand magazine on the news-stands (the only magazine about New Zealand in the UK, cover price £3.99, on sale 7 July). There will also be an additional print run in October for distribution at the ‘Down Under Live’ expos - the UK’s number one emigration event, which usually reaches 3000 average attendance.

Example issue of Australia and New Zealand magazine: <http://bit.ly/1O5rGP1>

More information about the Down Under Live expos: <http://www.downunderlive.co.uk>

64. GO! Project: Hazelnut Workshop (30 May)

We are very proud to be able to realise the next stage of work for Hazelnut Commercialisation, which is the result of a study; enabled by the Ministry for Primary Industries (MPI) Sustainable Farming Fund (SFF). This project has assembled a guide to growing hazelnuts commercially in New Zealand, adding to information on hazelnut pollination and nut quality provided by previous SFF projects.

We have been working with Murray Redpath, Chairman of Hazelnut Growers Association New Zealand (HGANZ), MPI, and Tree Crops Association of New Zealand to produce, and link landowners to commercial information that is accessed digitally.

Additionally, we have held a workshop in Dannevirke on 30 May 2016, with over 30 attendees. We were very pleased with the turnout and feedback received since.

65. GO! Project: Feijoa Fieldday & Workshop (11 June)

With Feijoa being the first grower-led group established as a result of the GO! Project, it is timely to provide an update on this group's progress.

Gerry Parker, a Pahiatua landowner, today has 750 Feijoa trees on his 3.3ha property, with a further 250 soon to arrive and that are ready for planting.

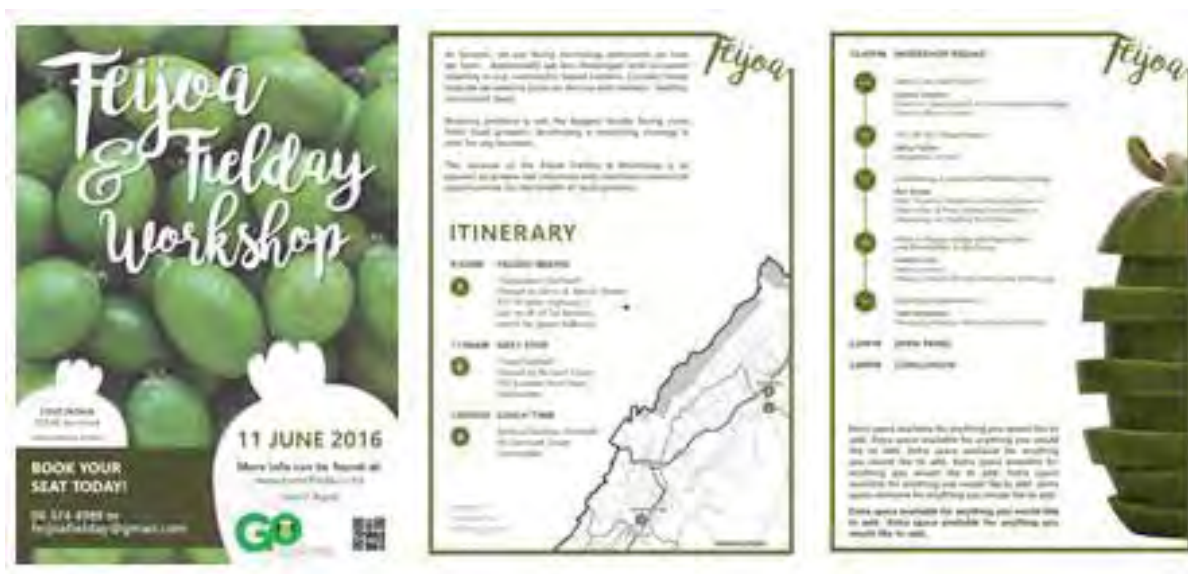
With the support of the Tararua Business Network, and the Tararua GO! Project, on Monday 11 July, Gerry and Dannevirke Feijoa grower, Richard Emery, will help host a Feijoa Fieldday and Workshop. The purpose of the event is to expand grower-led initiatives and maximise commercial opportunities for the benefit of local growers.

Visitors will have the opportunity to chat with Gerry as they are shown around his property, before visiting Richard's orchard. This will be followed by lunch at the Tararua Business Network in Dannevirke.

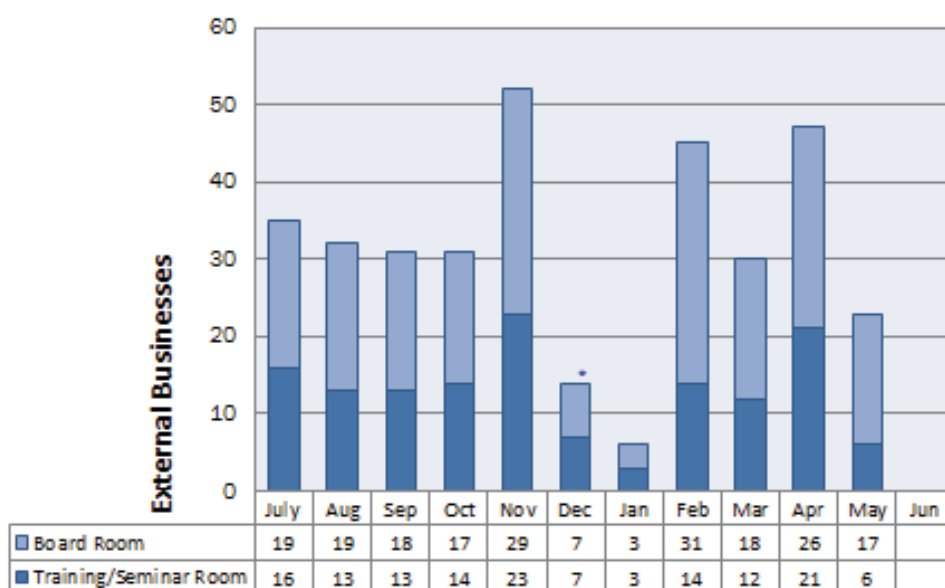
The afternoon workshop will include some notable guest speakers, including Ron Bailey, Past President of Avocado Growers Association of New Zealand, who will talk on establishing a 'Grower-Led Marketing Strategy'. Andrew West, Senior Lecturer Massey Institute of Food Science and Technology will discuss 'What is Massey Doing with Feijoa Now and Possibilities in the Future', followed by Todd Abrahams, Managing Director Pole to Pole Fresh Limited who will talk about 'Exporting Opportunities'.

For more information, go to:

<http://www.eventfinda.co.nz/2016/feijoa-fieldday-workshop/dannevirke>



66. Tararua Business Network - Use of Facilities (2015/16)

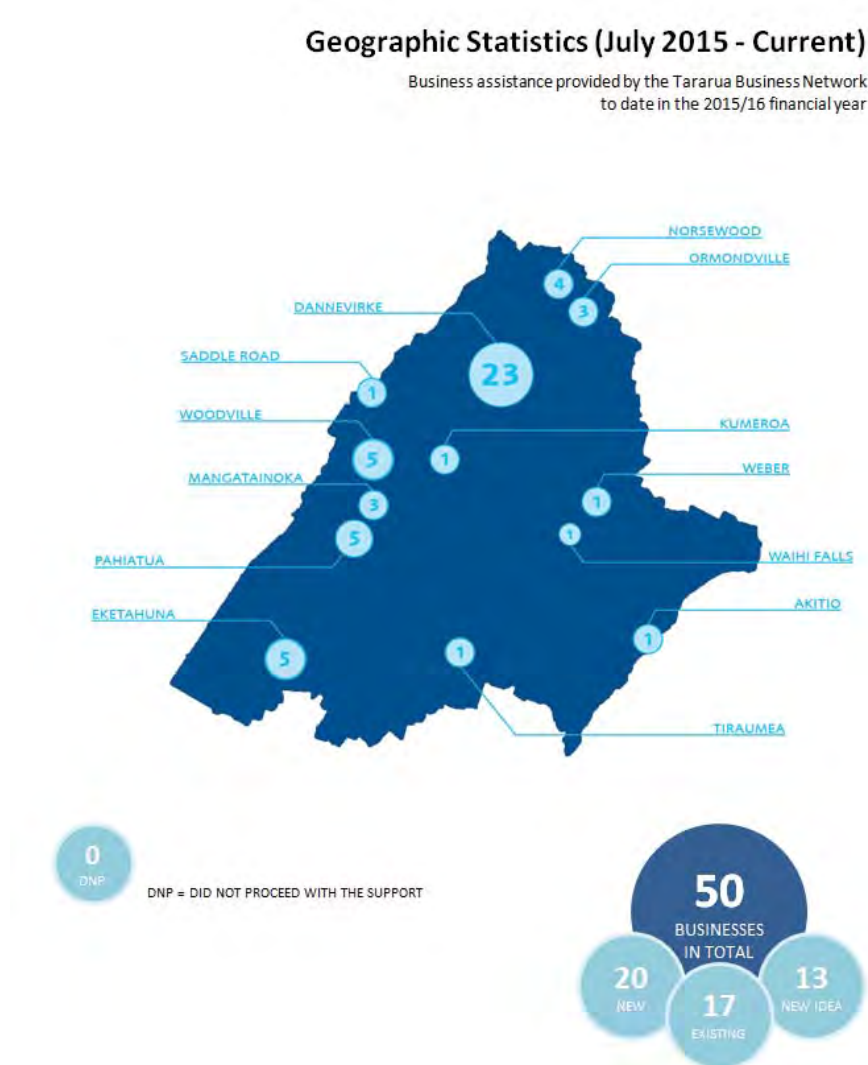


The Tararua Business Network Training/Seminar and Board Rooms continue to be utilised by the following organisations:

- Sport Manawatu
- Dannevirke Chamber of Commerce
- Vision Manawatu – Business Consultations
- Infometrics – Economic Statistics Training
- PGG Wrightson
- Local Business Meetings
- Regional Collaboration Meeting – Manawatu-Wanganui Region
- Budget Advice Services
- Business Assistance Meetings
- Community Projects x 3
- Manawatu Standard
- Workbridge - 5 daily sessions
- Food Control Session with district businesses
- Service IQ – Training Provider

This month, Workbridge have used our facility to offer their service to residents in our district. Workbridge are a specialist employment service that work with people with all types of disability, injury or illness. They recognise and strengthen ability rather than focusing on disability and this means the people they promote for a vacancy will have the necessary skills and attitudes for the job.

67. Business Support Services



- **New Business Support**

We have been approached for support by three new businesses this month, who were all linked to training through the IRD and marketing support. This also included providing an array of support to a rural client with a tourism idea, coordinating and hosting meetings for project planning in conjunction with our Regulatory Services Team, as well as connections to our national networks.

- **Existing Business Support**

Vision Manawatu continue to work with local businesses, through Business Mentors NZ and the NZTE capability voucher scheme. We are exploring a project with a local business, connecting local food producers to a new sales channel.

- **Incubation Room**

Alan Williams is now working from our Incubation Office and we have been working alongside him to develop a programme of support and development opportunities through our business partners at Vision Manawatu and BCC. Alan is in the formative stages of starting his software development business and is conducting market analysis of his ideas in our district, by being introduced to local business leaders.

- **Business Training**

The first 'Introduction to Business Seminar' delivered by the Inland Revenue Department (IRD) in Pahiatua was well attended. The IRD were delighted with the attendance and the facility. The next GST workshop in Pahiatua is on 22 June 2016 and bookings are going well.

68. Meeting: Regional Communication Network

We attended the regional communication meeting held at UCOL recently. These meetings are held to encourage regional communication teams to work together. The keynote speaker at this event was Manawatu Standard and the focus was on print linking to digital marketing.

69. Presentation: Palmerston North Boys High School

Every year we present to the Year 11 Geography Students from Palmerston North Boys High School in Woodville as part of their annual field trip. Angela Rule did our presentation to 60 students regarding the economic and social impact on the Tararua District when the Te Apiti Manawatu Gorge suffers road closures.

70. Talking Tararua Digital Newsletter

The May/June issue of Talking Tararua is now live and available to view online by visiting <http://talkingtararua.buzzit.co.nz> – this issue includes the following articles and stories:

- Continued Growth in Tararua is a "Positive Trend"
- Hazelnut: A Potentially Viable Land Use Alternative
- Eketahuna Town Upgrade Well Underway
- Keeping Safe When Camping'
- Council Snippets and Reminders
- Want to Grow Your Business?
- More Than Gumboots and Checkered Shirts
- Get Out and About

Want to subscribe? Go to: <http://talkingtararua.buzzit.co.nz/subscribe/>

71. Local Elections 2016

The communications team has been assisting the Electoral Officer with the implementation of the Local Government New Zealand (LGNZ) ten-month campaign Vote2016 (or #Vote16NZ) which aims to lift voter numbers above 50 per cent nationally for the first time since 1998.

The campaign also encourages citizens with strong leadership qualities and a passion for their community to consider standing as candidates themselves.

A communications schedule has been developed and we have begun disseminating information for both voters and candidates.

As at 16 June, the following communications have been published/released:

- *(Local Communication)* Final Representations for the 2016 Local Elections
- *(Local Communication)* A Candidates Guide to Local Authority Elections 2016
- *(Local Communication)* Tararua District Council Backs Vote2016 Campaign
- *(Local Communication)* Local Council Candidates Encouraged to Come Forward Early
- *(Shared Advert)* Get Involved in Local Government



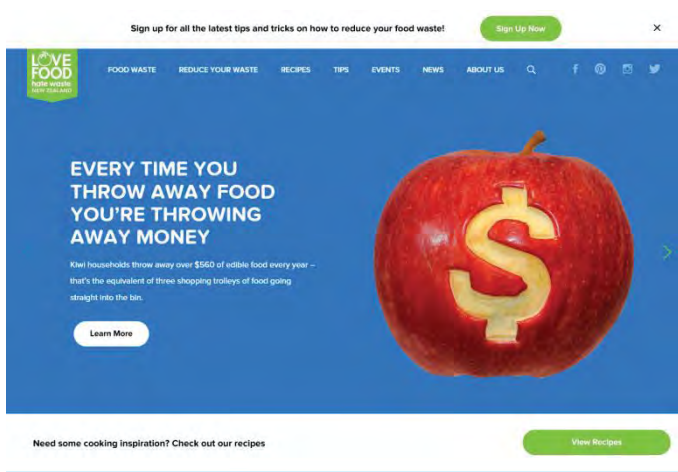
72. 'Love Food Hate Waste' Campaign

In New Zealand, WasteMINZ is delivering the Love Food Hate Waste campaign, in conjunction with 59 councils and community groups from around New Zealand. The three-year campaign launched on 1 June 2016 and the Love Food Hate Waste website went live on this date.

Love Food Hate Waste first began in Great Britain in 2007 and has been successful in reducing the amount of food that British households throw out. Tararua District Council is one of the participating Councils for this campaign and we have begun promotion of this.

The Love Food Hate Waste website has a wealth of information, including information about food waste and how to reduce your waste, recipes and tips, as well as news and events.

<http://lovefoodhatewaste.co.nz>



73. Trustpower Tararua District Community Awards

The search is on to unearth Tararua's hardworking voluntary groups with entries now open for the Trustpower Tararua District Community Awards.

Entries for the Trustpower Tararua District Community Awards opened on Monday 23 May. The Awards, which are run in partnership with Trustpower, are open to all voluntary groups and organisations working to make Tararua a better place to live.

Entry forms for the Trustpower Tararua District Community Awards are available from the Council offices or service centres or can be completed online at www.trustpower.co.nz/communityawards. Entry forms can also be received by calling Emily Beaton on 0800 87 11 11 extension 4310.

The awards cover five categories; Heritage and Environment, Health and Wellbeing, Arts and Culture, Sport and Leisure, and Educational and Child/Youth Development. Category winners receive \$500, runners-up receive \$250 and the Supreme Winner will take home \$1,500 and an all-expenses paid trip to the 2016 Trustpower National Community Awards. Last year's Trustpower Tararua District Community Awards Supreme Winner was Friends of the ANZAC Memorial Bridge Kaiparoro Inc.

Entries for the Trustpower Tararua District Community Awards close at 5:00pm on Friday 22 July.

74. Facebook Key Statistics



 **1,217**

people 'Like' our page
as at 31 May 2016

 **3**

people have 'Liked' our page
between 1 May – 31 May 2016



 **2800**

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

 **18**

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

 **586**

Average total organic reach
for the month of May 2016

 **126**

Average total organic reach
for the month of April 2016

*total means any activity on our page

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

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

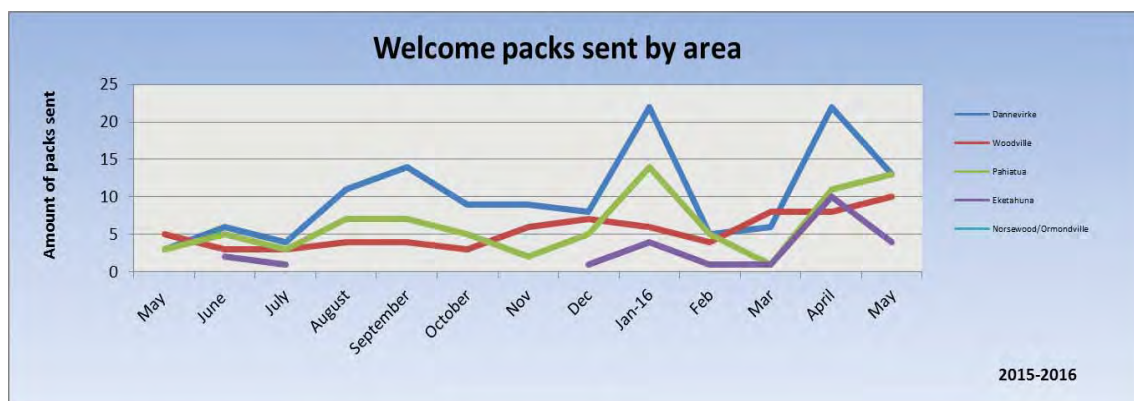
75. Community Assistance and Support Provided in May 2016:

| Independent, Community Group or Organisation | Event | Assistance Provided |
|--|---------------------|-------------------------------------|
| Mangatainoka School | Quiz Night | 4 Spot Prizes |
| Kay McKenzie | Cell Tower Petition | Assist to set-up an online petition |

Tararua i-SITE

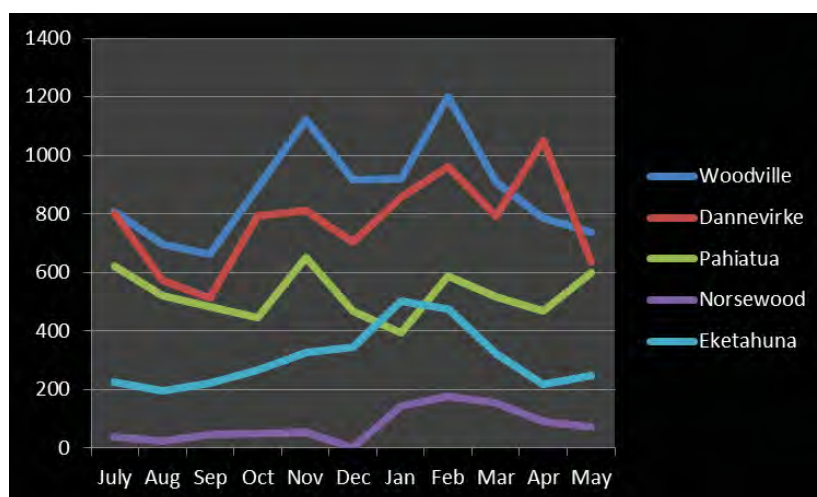
76. Welcome Packs

A total of 40 Welcome packs were sent in April, four of these were sent outside of the district.

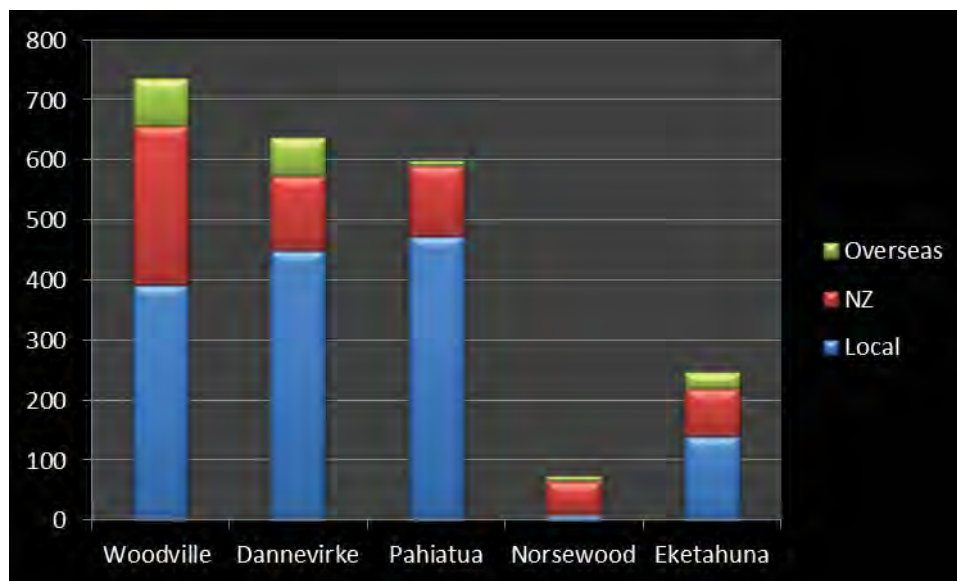


77. Enquiries

Enquiries to i-SITE and Information Centres



Pahiatua are seeing an increase of local visitors



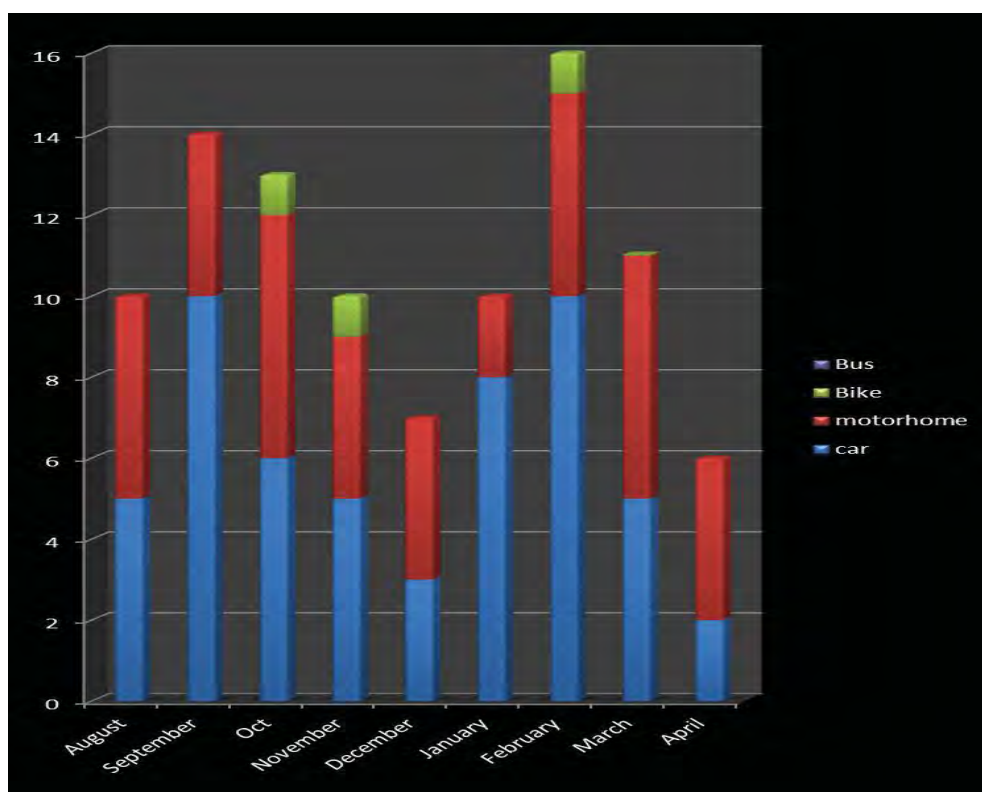
78. Staff Familiarisation Tour

Staff recently visited Pukaha Mt Bruce and were taken on a tour of the Kiwi House and the new Free Flight Aviary. A visit was also made to a new accommodation business at Putara Valley – Putara Base Camp, near the Tararua Ranges. Basic facilities, but an ideal location for a retreat, family union or a base for exploring the area's walks, fishing and hunting.

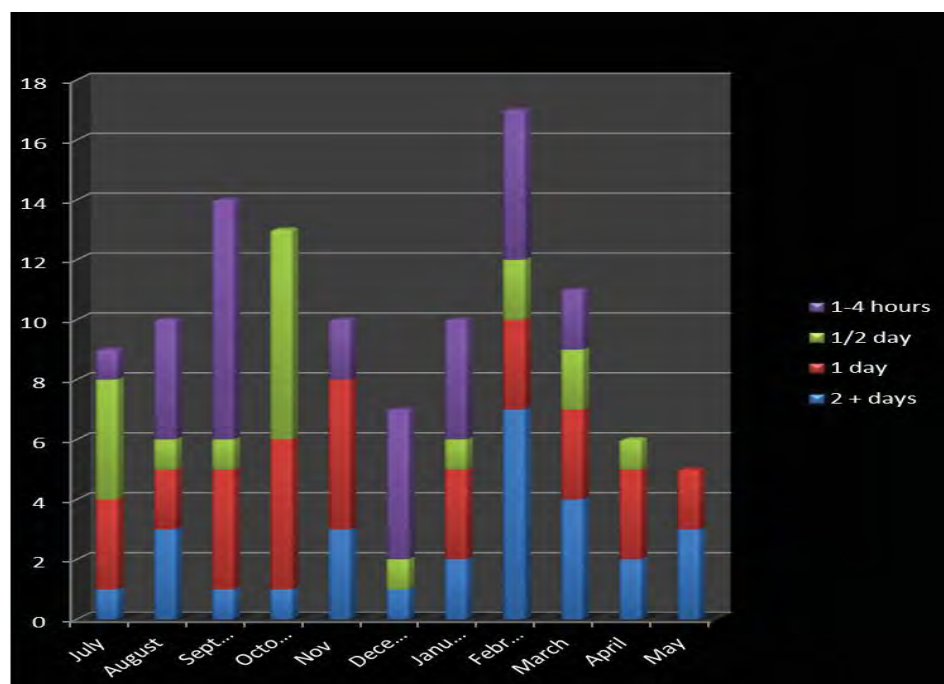


79. Customer Surveys

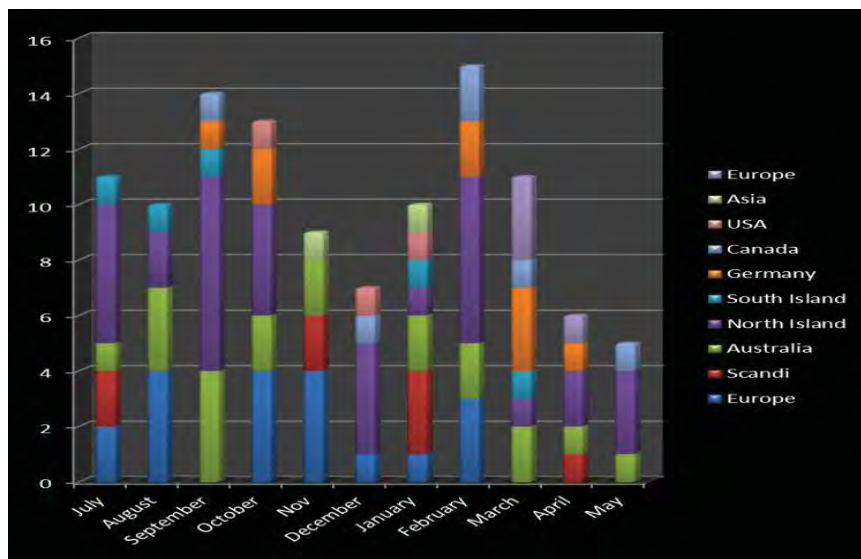
Method of travel



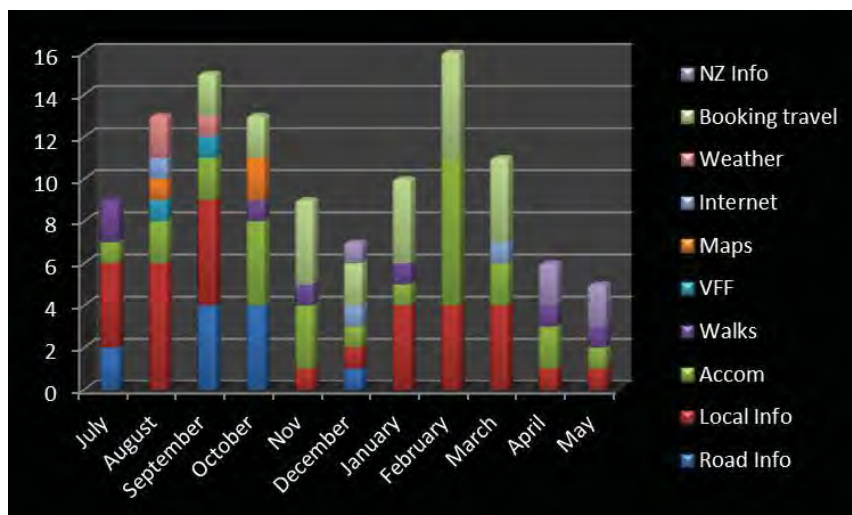
Length of stay in Taranaki



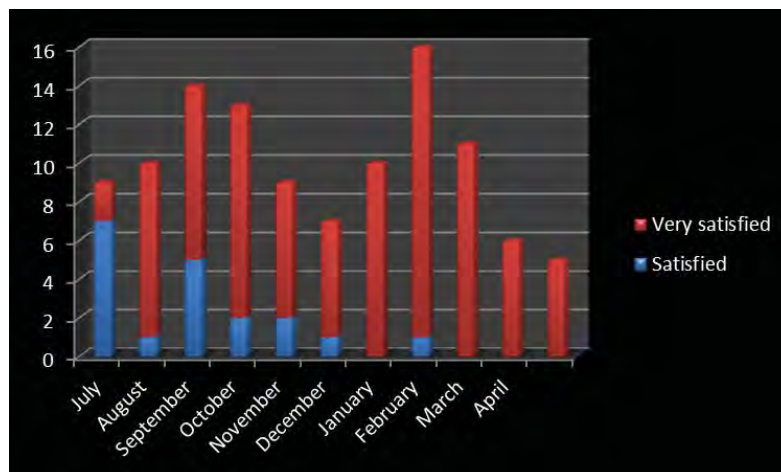
Origin



Type of enquiry



Visitor Satisfaction



80. Accommodation & Travel Sales– Tararua i-SITE

May 2015

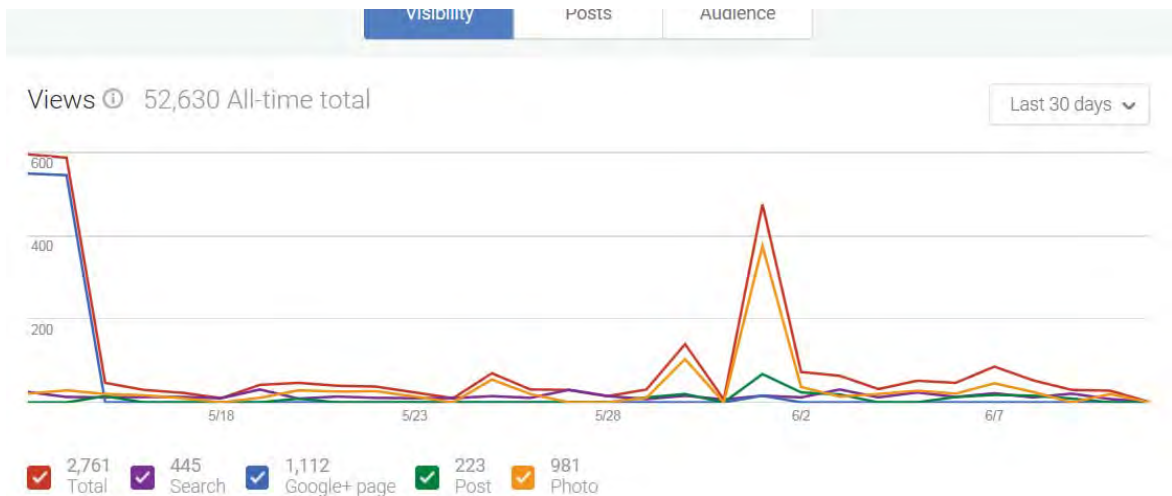
| Company | Tickets | Pax | Ticket value | Comm. | % Comm. | Comm per sale | Operator | Sale |
|----------------------------|-----------|------------|------------------|-----------------|-------------|---------------|------------------|------------------|
| Sale type: Agent all | | | | | | | | |
| Interislander | 5 | 5 | \$1721.00 | \$172.10 | 10.0% | \$34.42 | 1,548.90 | \$1721.00 |
| Intercity Coachlines | 30 | 30 | \$1253.00 | \$125.30 | 10.0% | \$4.18 | 1,127.70 | \$1253.00 |
| Woodville Lions Track & Tu | 16 | 66 | \$891.00 | \$0.00 | 0.0% | \$0.00 | 891.00 | \$891.00 |
| Blue Bridge | 2 | 2 | \$828.00 | \$82.80 | 10.0% | \$41.40 | 745.20 | \$828.00 |
| Digbys Of Woodville | 1 | 1 | \$120.00 | \$12.00 | 10.0% | \$12.00 | 108.00 | \$120.00 |
| Tranzscenic | 1 | 1 | \$119.00 | \$11.90 | 10.0% | \$11.90 | 107.10 | \$119.00 |
| Bookit Online Accommodat | 1 | 1 | \$105.00 | \$10.50 | 10.0% | \$10.50 | 94.50 | \$105.00 |
| Naked Bus | 5 | 5 | \$102.00 | \$10.20 | 10.0% | \$2.04 | 91.80 | \$102.00 |
| Tranzit Coachlines | 5 | 6 | \$84.00 | \$8.40 | 10.0% | \$1.68 | 75.60 | \$84.00 |
| Manukau Holiday Park | 1 | 1 | \$48.00 | \$4.80 | 10.0% | \$4.80 | 43.20 | \$48.00 |
| Ezy Rider Bikes | 1 | 1 | \$30.00 | \$3.00 | 10.0% | \$3.00 | 27.00 | \$30.00 |
| Subtotal | 68 | 119 | \$5301.00 | \$441.00 | 8.3% | 6.49 | \$4860.00 | \$5301.00 |
| Total | 68 | 119 | \$5301.00 | \$441.00 | 8.3% | 6.49 | 4,860.00 | \$5301.00 |

May 2016

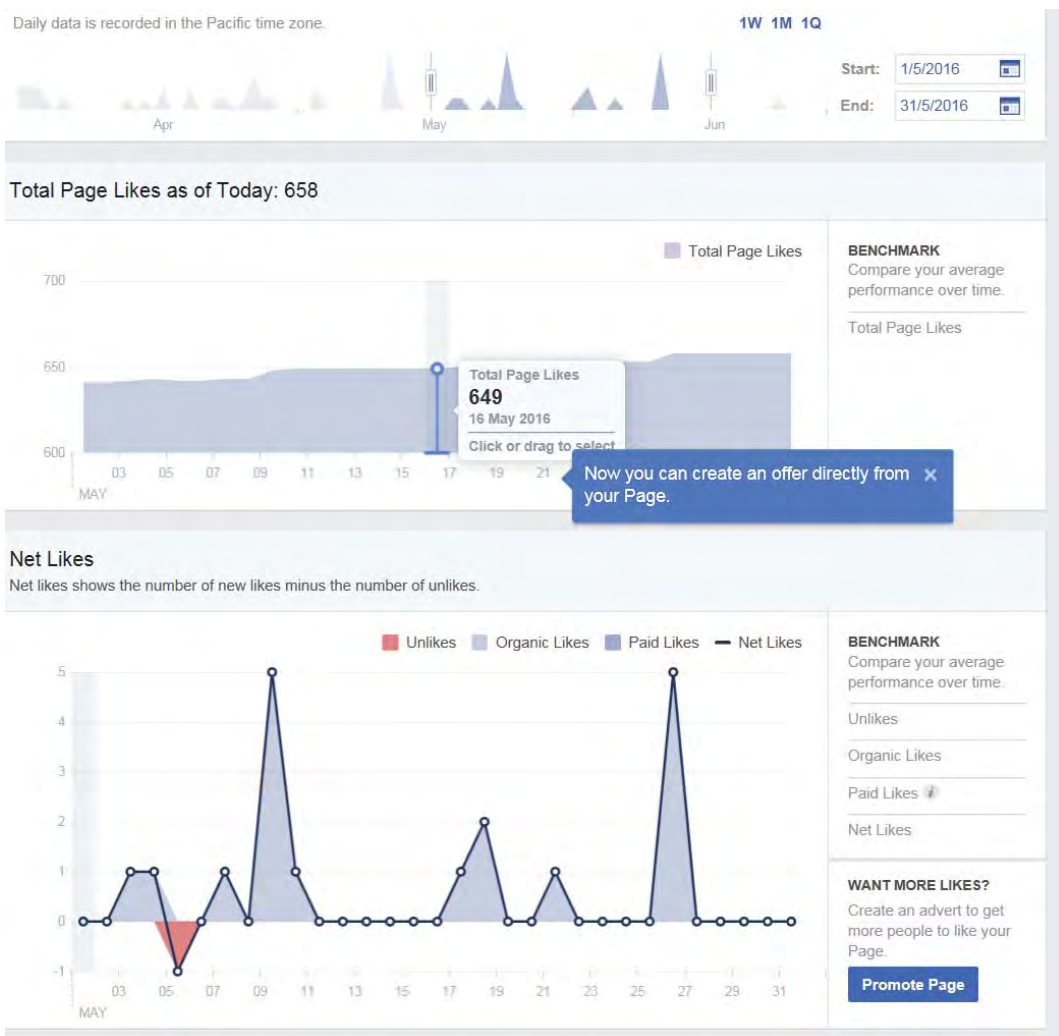
| Company | Tickets | Pax | Ticket value | Comm. | % Comm. | Comm per sale | Operator | Sale |
|--------------------------|-----------|-----------|------------------|-----------------|--------------|---------------|------------------|------------------|
| Sale type: Agent all | | | | | | | | |
| Interislander | 6 | 6 | \$1303.00 | \$130.30 | 10.0% | \$21.72 | 1,172.70 | \$1303.00 |
| Blue Bridge | 5 | 5 | \$1264.00 | \$126.40 | 10.0% | \$25.28 | 1,137.60 | \$1264.00 |
| Intercity Coachlines | 35 | 35 | \$1149.00 | \$114.90 | 10.0% | \$3.28 | 1,034.10 | \$1149.00 |
| Bookit Online Accommodat | 2 | 2 | \$132.00 | \$15.84 | 12.0% | \$7.92 | 116.16 | \$132.00 |
| Naked Bus | 5 | 5 | \$92.99 | \$9.30 | 10.0% | \$1.86 | 83.69 | \$92.99 |
| Tranzit Coachlines | 3 | 5 | \$70.00 | \$7.00 | 10.0% | \$2.33 | 63.00 | \$70.00 |
| Subtotal | 56 | 58 | \$4010.99 | \$403.74 | 10.1% | 7.21 | \$3607.25 | \$4010.99 |
| Total | 56 | 58 | \$4010.99 | \$403.74 | 10.1% | 7.21 | 3,607.25 | \$4010.99 |

81. Social Media

Google my Business - An increase of 5046 views over last month



82. Facebook



Regulatory and Planning

Alcohol Licensing

83. General Matters

The Inspector made a Compliance Check of the “Pahiatua Fight Night” on Saturday 28 May 2016. Overall the event was well run, with no issues. The security company that was engaged to police the event performed very well, especially in regards to making sure no alcohol left the venue. Two On licence premises were visited on the same night for compliance checks, and at the time of the inspection there were no issues found with the way they were operating. One premises came to the attention of the Police later in the night, with the Police making a follow up visit the following week.

Three premises were issued with a suspension notice for non-payment of Annual Fees. Two have since paid, with the other premises being suspended from selling alcohol until the fee is paid. The licensee does not seem to be concerned about this part of their business and it would appear that the licensee will let the On Licence expire later this year.

84. District Licensing Committee Activity

| Application Type | Applications Received | Applications Granted | Applications Refused |
|-------------------------------|-----------------------|----------------------|----------------------|
| Manager Certificate - New | 6 | 9 | 0 |
| Manager Certificate - Renewal | 4 | 8 | 0 |
| On Licence - New | 0 | 1 | 0 |
| On Licence - Renewal | 0 | 1 | 0 |
| Off Licence - New | 0 | 1 | 0 |
| Off Licence - Renewal | 0 | 1 | 0 |
| Club Licence - New | 0 | 0 | 0 |
| Club Licence - Renewal | 1 | 10 | 0 |
| Special Licence | 3 | 8 | 0 |
| Temporary Authority - On | 0 | 0 | 0 |
| Temporary Authority - Off | 1 | 1 | 0 |
| TOTAL | 15 | 31 | 0 |

85. Non Financial Performance Measures

| Performance Measures - Alcohol Licensing | | | | | |
|--|---|---|------------------------------|----------------|--------------------|
| Major Aspect | Level of Service | Performance Measure | 2014/15 Results | 2015/16 Target | Current Result |
| Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle | | | | | |
| Public Health | Protect Public Health by regulating the sale of alcohol | Percentage of licensed premises inspected annually for compliance | Achieved 100% Target 100% | 95% | 94.1% On Target |

Animal Control

86. General Matters

Information filtered through to Animal Control via Facebook regarding a rather serious attack on two dogs and a cat in the Wilson Street Area Pahiataua. A vet rang Animal Control to report the incidents but refused to give names citing the Privacy Act. A complaint was received several days later, and an investigation has been undertaken. The attack involved two roaming Pitbull Terriers, both of which were subsequently impounded. The dogs may be handed over for euthanising, if not Animal Control will consider a prosecution against the dog owner. There was no previous history noted of these dogs, but one was unregistered.

There have been several welfare issues that have been dealt with by Animal Control and the SPCA inspectors, one resulting in the dog being seized and the others warnings being given.

Known unregistered dogs are being addressed where time permits.

87. Legislation Comments

The Executive Committee of the New Zealand Institute of Animal Management recently met with the Associate Minister for Local Government, the Hon Louise Upston.

This meeting was to allow the Executive Committee to present to the Minister submissions on behalf of the Institute about failings that are occurring with certain sections of the Dog Control Act and the need for more consistent application of that Act.

A very important issue that was submitted in to the Minister was the absence of reported dog bites being notified to councils to follow up on, compared to what is reported to ACC. Information leads the Executive Committee to believe that 85% of dog bites/attacks being reported to ACC are not reported to councils.

The National Standards of Operation was the second matter raised and submitted, and this has long been a problem whereby councils have employed persons to act as warranted dog control officers with little or no adequate training. The Executive Committee strongly believes there is a need for a training school to be set up and consistent professional training to be delivered for those officers.

The auditing of councils in regards to their responsibilities for responsible dog ownership and enforcement of the acts in their communities was also discussed with the Minister. The Executive Committee believe checks and measures need to be put in place to ensure national consistency.

Amendments around various sections of the Dog Control Act were also listed and explained to the Minister, with a view that infringements should be available for owners of dogs that have attacked and rushed at persons, removing the wording of public place in sec 57A to include private property, de-sexing of all menacing classification dogs ,at present remains optional for a number of councils, de-sexing of menacing and dangerous that have been impounded and remove the 30 day requirement for de-sexing making it mandatory before release of those dogs.

The Executive Committee believe the rationale behind those submissions will assist in ensuring dog owners are made more accountable for the actions of their dogs as it is not acceptable for persons to own dogs that attack within the family home or wider communities.

National Education programme in schools was another very important feature of our submission and the Executive Committee is in favour of making dog safety awareness programmes compulsory in schools and being part of the national curriculum.

Arrangements need to be made with those councils that are not delivering this programme or are unable to deliver, as it is very important that this programme be delivered to our young children, especially given some of the attacks that have occurred recently, most in the home environments.

Overall the Executive Committee found the Minister to be genuinely interested and was immersed in what was being discussed with detailed questions being asked so that the Minister was well informed on operational matters and what the industry believed, should happen from here going forward.

88. Monthly Dog Pound Statistics

| Reason for Impounding | Number of Dogs | Year to Date |
|--|----------------|--------------|
| Roaming | 13 | 139 |
| Unregistered | 5 | 51 |
| Roaming and known to be unregistered | 2 | 45 |
| Rushing | 2 | 5 |
| Barking | 1 | 1 |
| Failure to comply with classification - Menacing | 0 | 1 |
| Failure to comply with classification -Dangerous | 0 | 0 |
| Failure to comply with Bylaw | 0 | 0 |
| Attacking - Person | 0 | 9 |
| Attacking – Stock | 0 | 5 |
| Attacking - Domestic Animal | 2 | 7 |
| Attacking - Protected Wildlife | 0 | 0 |
| Released to Council | 1 | 8 |
| Welfare | 2 | 7 |
| TOTAL | 28 | 278 |

| Resolution of Impounding | Number of Dogs | Year to Date |
|--------------------------|----------------|--------------|
| Returned to Owner | 15 | 146 |
| New Owner/Rehomed | 2 | 33 |
| Destroyed | 6 | 92 |
| TOTAL | 23 | 271 |

89. Registration Statistics

| Classification | Registered | Unregistered | Total |
|----------------------|-------------|--------------|-------------|
| Dangerous Dog | 4 | 1 | 5 |
| Rural Domestic Dog | 1840 | 51 | 1891 |
| Preferred Dog Status | 348 | 0 | 348 |
| Urban Domestic Dog | 956 | 84 | 1040 |
| Working Dog | 3441 | 118 | 3559 |
| TOTAL | 6589 | 254 | 6843 |

90. CRMs

| Classification | Ind/Com Nth Ward | Ind/Com Sth Ward | Non Rateable | Rural Nth Ward | Rural Sth Ward | Not Known | Urban Nth Ward | Urban Sth Ward | Monthly Total | Year to Date |
|--|------------------------|---------------------|-----------------|----------------------|----------------------|--------------|----------------------|----------------------|------------------|-----------------|
| Aggressive Dog | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 27 |
| Barking Dog - First Call - Record Only | 1 | 0 | 1 | 12 | 2 | 5 | 3 | 10 | 34 | 303 |
| Barking Dog - SECOND CALL / ATTENDANCE REQUIRED | 0 | 0 | 0 | 10 | 1 | 8 | 0 | 3 | 22 | 149 |
| Dead Dog | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| Dog Attack | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 2 | 50 |
| Dog Bylaw Breach | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 14 |
| Dog Other | 1 | 0 | 0 | 0 | 1 | 9 | 6 | 5 | 22 | 176 |
| Dog Welfare Concern | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 3 | 5 | 22 |
| Roaming/ Uncontrolled/ Secured Dog | 1 | 1 | 1 | 2 | 1 | 16 | 6 | 7 | 35 | 477 |
| Roaming Stock | 0 | 0 | 0 | 1 | 1 | 13 | 1 | 2 | 18 | 156 |
| Rushing Dog | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 1 | 3 | 19 |
| TOTAL | 3 | 1 | 2 | 25 | 7 | 55 | 18 | 32 | 143 | 1398 |

Comments on CRMS

We are still receiving large amounts of barking dog complaints from the Makotuku area, which are from repetitive unsubstantiated complainants and are not being responded to.

A noise abatement notice has been issued to one person in this area and is being monitored.

In the South Ward complaints of barking have been received and response has been unable to substantiate any barking problem.

One dog attack was reported by sound only and no complaints came forward. The area was patrolled no sightings of anything untoward.

The other is the Wilson Street incident that is currently under investigation.

91. Non Financial Performance Measures Year to Date

| Performance Measures – Animal Control | | | | | |
|--|--|---|------------------------------|---|--|
| Major Aspect | Level of Service | Performance Measure | 2014/15 Results | 2015/16 Target | Current Result |
| Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle | | | | | |
| Public Safety | Animal Control complaints and issues are resolved in a timely manner | Percentage of residents rate Dog Control as “Fairly Satisfactory” or “Very Satisfactory” in the Community Survey to be conducted in 2017, 2010 and 2023 | Achieved 76% Target 70% | Not Measured | N/A |
| | | Percentage of calls that involve dog attacks responded to within 2 hours | Achieved 100% Target 100% | 100% | 87.8% Needs Improvement NOTE 1 |
| | Promoting responsible animal ownership through public education | Educational publications and programmes are available to the community | New Measure | Minimum of 6 articles per year Minimum of 4 educational presentations per year | 4 On Track NOTE 2 Nil On Track NOTE 3 |

Note 1: A review was undertaken of the data used to report on dog attacks. Several minor errors were found and corrected. The current result has improved to reflect actual performance.

Council was operating without full coverage in the first quarter of the current financial year, due to staff resignations and recruitment. Reduced coverage had a short-term impact on service performance. Performance in relation to this indicator continues to improve.

Note 2: Two educational articles will be published in June. This performance measure is on track to be achieved by the end of the financial year.

Note 3: DogSmart presentations are provided on an ‘as requested’ basis. Two presentations have been provided to Eketahuna School in June. Good progress is being made in relation to this indicator.

92. Non Financial Performance Measures for Month

| CATEGORY | TOTAL | Responded to within 2 hours |
|------------|-------|-----------------------------|
| Dog Attack | 2 | 100% |

Building

93. General Matters

We had a record number of 50 consents issued for the month of May, all being issued within our 20-day regulatory timeframe. 16 consents were issued on the final day of May. One consent was for another new dwelling in Pahiatua. The team were down one building officer for a week, as Chris Wood took leave.

Also issued were 42 Code of Compliance Certificates.

We also had a nice compliment from Peter from Homebuild. Chris Wood had processed an amendment for him in a day. This enabled the builder to commence their work. Peter's compliment below:

"We deal with 5 Councils. The service we experience ranges from lacklustre to poor – except Tararua! I am very impressed with the promptness of service & the approach of the Building officers in TDC".

94. Short Course, Workshop or Conference Attendance

Chris and Sharon both attended the BOINZ conference in Christchurch. This was very valuable and a great way to meet others from different councils.

95. Monthly Building Consents Statistics

| Consent Time Frames | Month | Year to Date |
|---|----------------|--------------|
| Code Compliance Certificate issued | 42 | 285 |
| Consent Breakdown | | |
| 10 days or Less | 20 | 134 |
| 11 - 15 Days | 14 | 112 |
| 16 - 17 Days | 7 | 30 |
| 18 – 19 Days | 7 | 26 |
| 20 Days | 2 | 12 |
| >20 Days | 0 | 0 |
| TOTAL | 50 | 314 |
| Percentage processed within 20 day limit | 100% | 100% |
| Consent Values | | |
| Total Value | \$1,624,901.00 | \$1,8838,062 |
| Average Value | \$32,498.02 | \$59,993.71 |

| Inspection Results Report – | Month | Year to date |
|-----------------------------|------------|--------------|
| No of passed inspections | 140 | 1145 |
| No of failed inspection | 28 | 176 |
| TOTAL | 168 | 1321 |

96. Non Financial Performance Measures Year to Date

| Performance Measures – Building | | | | | |
|--|--|---|---------------------------------|----------------|-------------------|
| Major Aspect | Level of Service | Performance Measure | 2014/15 Results | 2015/16 Target | Current Result |
| Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle | | | | | |
| Public Safety | Ensure that the district's built environment is safe and healthy | All swimming pool and/or spa fencing inspected once every 5 years | New Measure | 100% | 57% On Target |
| Customer Services | Building safe communities through cost effective and streamlined processes | Consents issued within statutory timeframes | Not Achieved 98% Target 100% | 100% | 100% On Target |

97. Swimming Pool Inspections

| | Inspected | Passed | Failed | Removed* |
|------------|-----------|--------|--------|----------|
| July | 42 | 36 | 2 | 4 |
| August | 29 | 10 | 4 | 15 |
| September | 42 | 22 | 8 | 12 |
| October | 31 | 15 | 4 | 12 |
| November | 6 | 4 | 0 | 2 |
| December | 1 | 1 | 0 | 0 |
| January | 0 | 0 | 0 | 0 |
| February | 0 | 0 | 0 | 0 |
| March | 0 | 0 | 0 | 0 |
| April | 3 | 3 | 0 | 0 |
| May | 0 | 0 | 0 | 0 |
| June | | | | |
| TOTAL /269 | 154 | 91 | 18 | 45 |

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

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

General Inspection

98. Illegal Dumping Collection

| | Tonnage | Transfer Station Cost (\$) |
|---------------------|-------------|----------------------------|
| July | 1.300 | 155.05 |
| August | 0.870 | 173.14 |
| September | 0.980 | 107.56 |
| October | 0.390 | 57.03 |
| November | 0.920 | 124.60 |
| December | 0.170 | 26.70 |
| January | 0.240 | 41.94 |
| February | 0.560 | 42.76 |
| March | 0.450 | 77.86 |
| April | 0.150 | 26.05 |
| May | 0.840 | 109.87 |
| June | | |
| Year to Date | 6.87 | 942.56 |

99. CRMs

| | Ind/Com Nth Ward | Ind/Com Sth Ward | Non Rateable | Rural Nth Ward | Rural Sth Ward | Not known | Urban Nth Ward | Urban Sth Ward | Monthly Total | Year to Date |
|--|------------------------|------------------------|-----------------|----------------------|----------------------|--------------|----------------------|----------------------|------------------|-----------------|
| Abandoned Vehicle | 2 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 4 | 24 |
| Fire Hazards | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23 |
| Illicit Dumping | 0 | 1 | 0 | 0 | 0 | 10 | 1 | 3 | 15 | 112 |
| Noise - Stereo/ Drums/ Party - First Call - Record Only | 0 | 0 | 0 | 0 | 0 | 5 | 5 | 7 | 17 | 214 |
| Noise - Stereo/ Drums/ Party - SECOND CALL / ATTENDANCE REQUIRED | 1 | 0 | 0 | 2 | 2 | 5 | 10 | 13 | 33 | 236 |
| Noise Other - First Call - Record Only | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 2 | 12 |
| Noise Other - SECOND CALL / ATTENDANCE REQUIRED | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| Overhanging Trees or Projections from Private Property | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 5 | 8 | 21 |
| Stock Crossings | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 7 |
| TOTAL | 3 | 1 | 0 | 2 | 2 | 24 | 20 | 28 | 80 | 727 |

Comments on CRMs

Stock Crossings: one complaint this month, Pinfold and Oxford Roads Woodville. Pictures were taken at the time and have been kept on file. Letters were sent to the owner of the farm that uses these crossings in January and there has been some improvement. These are also on file.

Illegal Dumping: In May 2015 we recorded 1.220 Tonne of waste taken into the Transfer Station by our Inspector, for the same period this year we recorded 0.840 tonne.

Wasps: With the weather being cooler we have received less complaints about wasps. Our inspector is now qualified to use Vespex, which is a poison that is put in bait stations and the wasps take it back to their nest. This will be used in our parks and general public areas to control the problem starting when the weather warms up again.

100. Non Financial Performance Measures Year to Date

| Performance Measures – General Inspection | | | | | |
|--|---|--|-----------------|----------------|----------------|
| Major Aspect | Level of Service | Performance Measure | 2014/15 Results | 2015/16 Target | Current Result |
| Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle | | | | | |
| Liveable Communities | Excessive noise complaints will be attended to by council to minimise disturbance to others | Percentage of noise complaints responded to within an hour | New Measure | 95% | 96.8% Achieved |
| Attractive Communities | Control excessive rubbish dumping, overhanging vegetation and fire hazards through monitoring and enforcement | Percentage of complaints responded to within 48 hours | New Measure | 90% | 100% Achieved |

101. Non Financial Performance Measures for Month

| CATEGORY | TOTAL | Responded to within 1 hour |
|--|-------|----------------------------|
| Noise - Stereo/ Drums/ Party - SECOND CALL / ATTENDANCE REQUIRED | 33 | 100% |

Health

102. General Matters

A workshop for invited food businesses was held at the Tararua Business Network to assist those required to transition to the Food Act 2014 within the first year, the workshop was well attended by the businesses invited.

The purpose of the workshop was to complete the compulsory templates for the food control plan and get businesses familiar with the document. Unfortunately, no applications were received at the time of the workshop, however feedback was positive. Another workshop is being planned for later in the year.

103. Legislation Changes or Legislation Comments

The Food Act 1981 has been repealed (01 March 2016) and replaced by the Food Act 2014. The Food Hygiene Regulations 1979 will remain in use until the end of the transitional period.

104. Non-Compliance issues and or Breaches of the Act

No non-compliances have been reported on or actioned for the month of May 2016.

105. CRMs

| November | Ind/Com Nth Ward | Ind/Com Nth Ward | Non Rateable | Rural Nth Ward | Rural Sth Ward | Unknown | Urban Nth Ward | Urban Sth Ward | Monthly Total | Year to Date |
|-------------------------------------|------------------------|------------------------|-----------------|----------------------|----------------------|---------|----------------------|----------------------|------------------|-----------------|
| Dead Animal/s - Private Property | 0 | 0 | 0 | 0 | 0 | 1 | 1 | | 2 | 10 |
| Hazards Environmental Spill | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Health Complaint Miscellaneous | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19 |
| Industrial Noise Complaint | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| Offensive Odour | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| Poultry Noise | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 9 |
| Rodent Infestation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 |
| Smoke Nuisance | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 38 |
| Total | 0 | 0 | 0 | 0 | 2 | 1 | 1 | 0 | 4 | 98 |

106. Non Financial Performance Measures

| Performance Measures – Health | | | | | |
|--|---|--|-----------------|----------------|----------------------|
| Major Aspect | Level of Service | Performance Measure | 2014/15 Results | 2015/16 Target | Current Result |
| Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle | | | | | |
| Public Safety | Protect public health by regulating the sale of food, funeral parlours, offensive trades, hairdressing salons and camping grounds | Percentage of registered premises inspected for compliance | New Measure | 90% | 81% On Target |

| | Month | Year to Date | Total |
|------------------------------|-------|--------------|-------|
| High Risk Food Inspections | 11 | 114 | 125 |
| Low Risk Food Inspections | 5 | 19 | 24 |
| Food Control Plan Audits | 5 | 14 | 25 |
| New Business Enquiry | 1 | 17 | 19 |
| New Food Business Registered | n/c | 6 | 6 |
| Business Closed | n/c | 5 | 5 |

Planning

107. Audit

On Friday 13 May 2016, the Ministry for the Environment (MfE) engaged 4Sight Consulting to undertake an independent audit of council responses to the 2014/2015 National Monitoring System (NMS). Seven councils were randomly selected to participate in the audit, and Tararua District Council was one of the councils selected.

The purpose of the audit was to ensure data integrity and accuracy in NMS reporting, provide greater insights into council monitoring practices, and identify opportunities for improvements both in terms of council monitoring and the NMS. Overall, the result from the audit of data and reporting information was positive, with minor inconsistencies found. A full copy of the Audit report for 2014/15 NMS Responses is available at Council.

108. National Monitoring for 2015/16

Correspondence received from MfE informed Councils that the NMS reporting is due on the 29 July 2016. The NMS information requirements for 2015/16 are similar in scope to the information collected for 2014/15. However, a few changes and improvements have been made to the data requirements and the associated guidance.

109. Pre-application meetings

The Planning Officer has undertaken five pre-application meetings regarding land-use, subdivision and outline plan applications in the past month. Pre-application meetings are helping the applicant have a clear understanding of what is required within their application and to avoid it being returned.

110. Legislation Changes or Legislation Comments

Potential legislative changes in the near future include those from the Resource Legislation Amendment Bill 2015. This bill was introduced in November 2015, first reading in December 2015 and submissions on the select committee process closed in March 2016. The bill represents the second phase of the Government's resource management reform programme and comprises about 40 individual proposals aimed at delivering substantive changes to the RMA. These include such changes as stronger national direction, managing natural hazards like earthquakes as a matter of national importance, changing the programme of national policy statements, national environmental standards, and national guidance to get better environmental results at less cost. The bill also includes provisions that will require councils to use standard planning templates. No further changes to implement through Council at this stage.

111. Non-Compliance issues and or Breaches of the Act

No non-compliances/ breaches of Act to report.

112. Monthly Resource Consents Statistics

| Application Type | Applications Received | Applications Granted | Applications Refused |
|---------------------------|-----------------------|----------------------|----------------------|
| Subdivision Consents | 3 | 2 | 0 |
| Land Use Consents | 3 | 2 | 0 |
| TOTAL | 6 | 4 | 0 |
| YEAR TO DATE TOTAL | 24 | 24 | 0 |

113. Financial Performance Measures Year to Date

| Performance Measures – Planning/ Resource Management | | | | | |
|--|--|--|------------------------------|-------------|---------------------------------------|
| Major Aspect | Level of Service | Performance Measure | 2013/14 Results | 2015 Target | Current Result |
| Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle | | | | | |
| Resource Management | Advice to customer is of good quality (fit for purpose) | Survey of customer rate advice was helpful | New Measure | 85% Agree | 83% Agree Needs Improvement |
| | Resource consents are administered effectively and efficiently | Percentage of resource consents processed within the statutory time frame. • Non-notified 20 working days • Notified 70 working days • Notified and Limited Notified not requiring a hearing -50 working days | Achieved 100% Target 100% | 100% | 97.56% Needs Improvement NOTE 1 |
| | Council responds effectively to complaints about non-compliances | Non-compliances are resolved within 3 months of customer complaint. | Achieved 100% | 100% | 100% |

Note 1: 40 resource consent applications processed to a decision were decided within the statutory timeframe. One resource consent application took an additional 16 working days.

Emergency Management

114. Fire Season

Fire danger is LOW. And no major issues re wild fires.



115. Incident Reports

| NRFA Classification Type | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Total |
|---|----------|----------|----------|----------|----------|----------|-----------|-----------|----------|----------|----------|----------|-----------|
| Power Lines | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 2 |
| Vehicle - Car, Truck etc. | 1 | 0 | 3 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 8 |
| Farm/Forest Machinery | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Camp fires/bonfires/rubbish fires | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 2 | 4 | 0 | 10 |
| Smokers | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Land clearing escaped - Open Fire Season | 0 | 0 | 1 | 2 | 4 | 1 | 1 | 4 | 3 | 0 | 3 | 0 | 19 |
| Land clearing escaped - Restricted/ Prohibited Fire Season (no Fire Permit) | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 1 | 0 | 0 | 0 | 0 | 3 |
| Structural - House/Shed | 3 | 1 | 1 | 1 | 1 | 0 | 1 | 2 | 0 | 1 | 0 | 1 | 12 |
| Pyrotechnics Fireworks | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| False Alarm | 0 | 0 | 0 | 2 | 0 | 2 | 4 | 4 | 4 | 0 | 2 | 4 | 22 |
| Medical Assist | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 |
| Motor Vehicle Accident | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Miscellaneous | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 3 |
| Total | 7 | 1 | 5 | 8 | 7 | 4 | 10 | 13 | 8 | 5 | 9 | 5 | 82 |

116. Meetings

Paddy attended a Rural Fire Aircraft Standards meeting at Masterton on 19 May 2016. This involved a presentation on the new Aircraft at Wildfires Standard by NRFA and how it will affect operators and rural fire authorities.

117. Equipment

All appliances have passed their post fire season certificate of fitness.

118. Training

Council received a subsidy of \$22,000 from the National Rural Fire Authority as its share of funding from the Government ACE funding scheme. The refund was for training provided and based on the number of credits assessed by Paddy over the 2015/2016 year.

Civil Defence



119. Incidents

Nil

120. Meetings

Paddy attended an East Coast LAB meeting in Napier on 16 June 2016. East Coast LAB is one of three groups consisting of scientists and CDEM professionals from Japan, America and New Zealand studying the effects of “slow slip events” on plate boundaries. The study created after the shallow slow slip event that caused the 2011 Tohoku earthquake and tsunami in Japan. The study will be carried out along the east coast of the North Island and will include the plate boundary along the Kermadec and Hikurangi Trenches. The Manawatu-Wanganui Group requested Paddy to attend this meeting as it will affect Tararua in the long term. Some great information about the plate movement, particularly around Porangahau and Eketahuna, was gained from the meeting. Scientists from Massey University, Victoria University, NIWA, GNS and other organisations were present. More information about East Coast LAB can be found at this site www.eastcoastlab.org.nz.

Paddy met with the Principal of South School to begin the process of gaining permission from the Board to use the school for our Dannevirke South CD Centre. The school is probably the most earthquake proof building in Dannevirke with over a million dollars spent on strengthening. The meeting was very positive and Paddy has a further meeting on 22 June 2016 to confirm details.

Paddy attended the Norsewood Community CD meeting on 26 May 2016.

Paddy attended a meeting with Totara College CD Centre personnel to discuss the Dannevirke CD Centre Plan and training on 15 June 2016.

121. Civil Defence Plans/Standard Operating Procedures/Manuals

The draft Pahiatua Community CD Response Group Plan has been sent to Paddy for perusal and printing.

The Norsewood Community CD Response Group Plan has been updated and sent to Paddy for perusal and printing.

A Tararua Civil Defence Centre Guide is underway based on a recent guide produced by the Wellington Regional Emergency Management Office. This guide will accompany the new TDC Welfare Plan when completed.

122. Seminars/Workshops/Courses/Forums/Training

We have just completed a series of two-hour EMIS specialist training courses over two days using EMIS North Island trainer Meghan Gallen. The courses involved EOC Operations, Planning and Intelligence, Logistics and Welfare. There was good staff participation and input and some great local development of EMIS and various procedures occurred. It was great to see volunteers from the Norsewood and Totara College CD Centres complete the Welfare Registration training.

Paddy attended the CDEM Conference in Wellington. The theme for the conference this year was “Community Resilience”. One of the points that kept cropping up was the need to empower the community and this confirms that Tararua District Council is definitely on the right track with its Community CD Response Group programme. There was also a lot of discussion about rebranding Civil Defence. It would appear that this will probably happen over the next couple of years. The conference was one of the best to date with a lot of interaction between the new Director, Minister and the attendees.

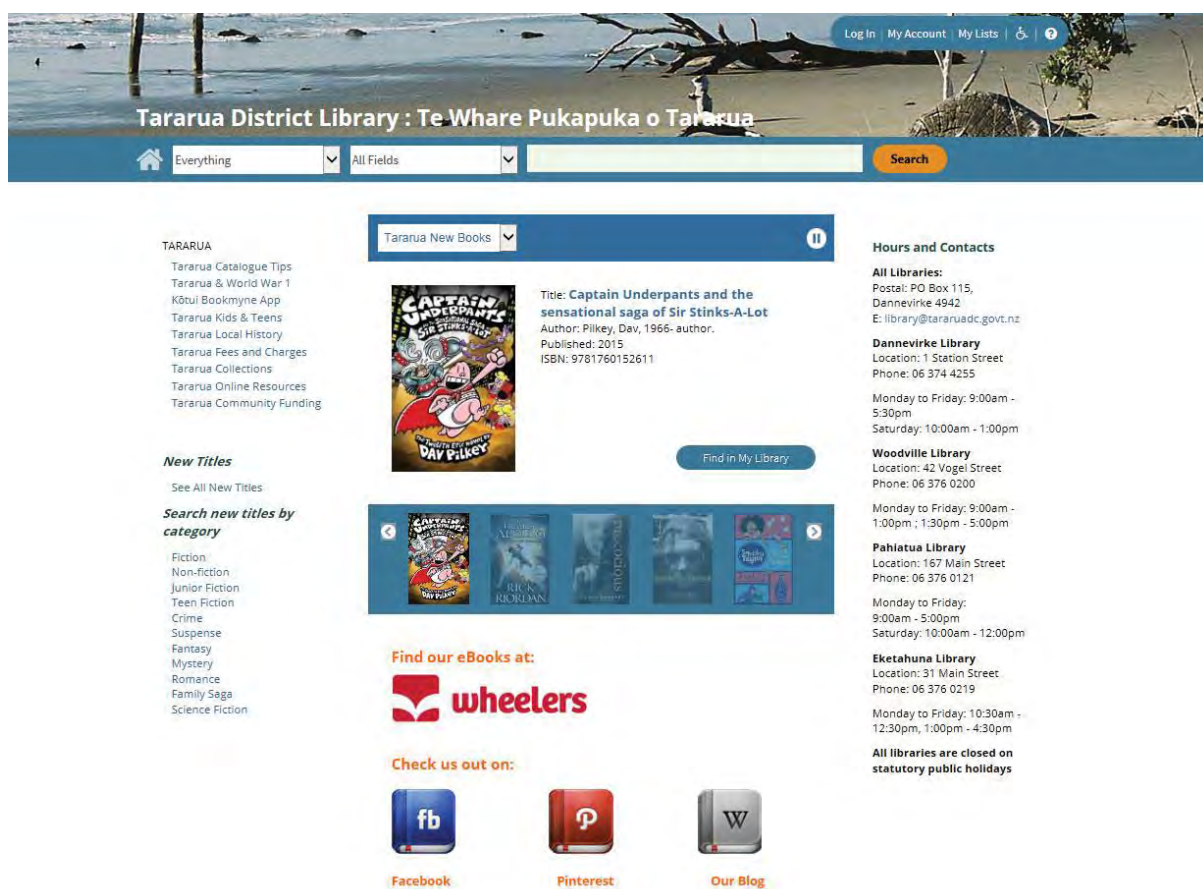
Library

123. Pahiatua Library – Alterations

Assets have organised a supplier to re-carpet the Library. This is planned to be done at the end of June or early July. The library will close on a Friday, Saturday and Monday whilst this is completed. The old carpet will be donated to the Marae in Pahiatua.

124. Replacement Library Management System

Kotui was implemented during May. The library was closed for two days prior to the GoLive on 12 May. Thanks to the pre-work done by Library staff and Kotui, the system replacement went very smoothly. All staff have been trained in the use of the new system and appear to be managing it well. There has been positive and negative feedback received from the public. The negative has been around the printed date due slips. Positive feedback has been received regarding the fresh new look of the library webpages and the ability for parents to link their cards with that of their children. The online app “Bookmyne” is also proving very popular.



There will be refresher training for all staff during July.

125. Children's Holiday Programmes

Tararua REAP held an event for pre-schoolers in the Dannevirke region. Kahurangi Maori Dance Company's Matariki performance was enjoyed by 120 children and their parents and caregivers. Our thanks to Tararua REAP for organising this programme.



The Eastern and Central Community Trust funded Winter Warmers programme starts in June. Preparations are underway organising this:

- Dannevirke – have twenty-five classes at Huia Range, South, Ruahine, Weber and St Joseph's schools enrolled as well as thirty-five children enrolled directly through the library. Registrations and promotion of the programme continues. Staff have checked incentives, prepared Hell Pizza Wheel Vouchers and arrange prize books for the Dannevirke children. During June they will be selecting, issuing and delivering books to those schools with classes enrolled. Booklets will be delivered to the schools and individuals will collect theirs directly from the library.
- Pahiatua – have been gathering resources to decorate their library for the programme. During June they will be selecting and delivering books for Makuri, Ballance, Mangatainoka, St Anthony's and Hillcrest schools.
- Woodville – have sent out information to Papatawa, Kumeroa-Hopelands, and Woodville schools, and they have also had some individuals registered. They have promoted the programme to customers during the month.
- Eketahuna – Seventy children at the Eketahuna School have enrolled. Eketahuna is not offering individual registrations this year.

Wheeler's Books and Ross Miller Books have both donated books for the Tararua Programme for our weekly prize draw at each branch.

The programme begins at the end of June when all branches will start to receive book reviews from the participating children. It runs for six weeks including during the Term Two holidays.

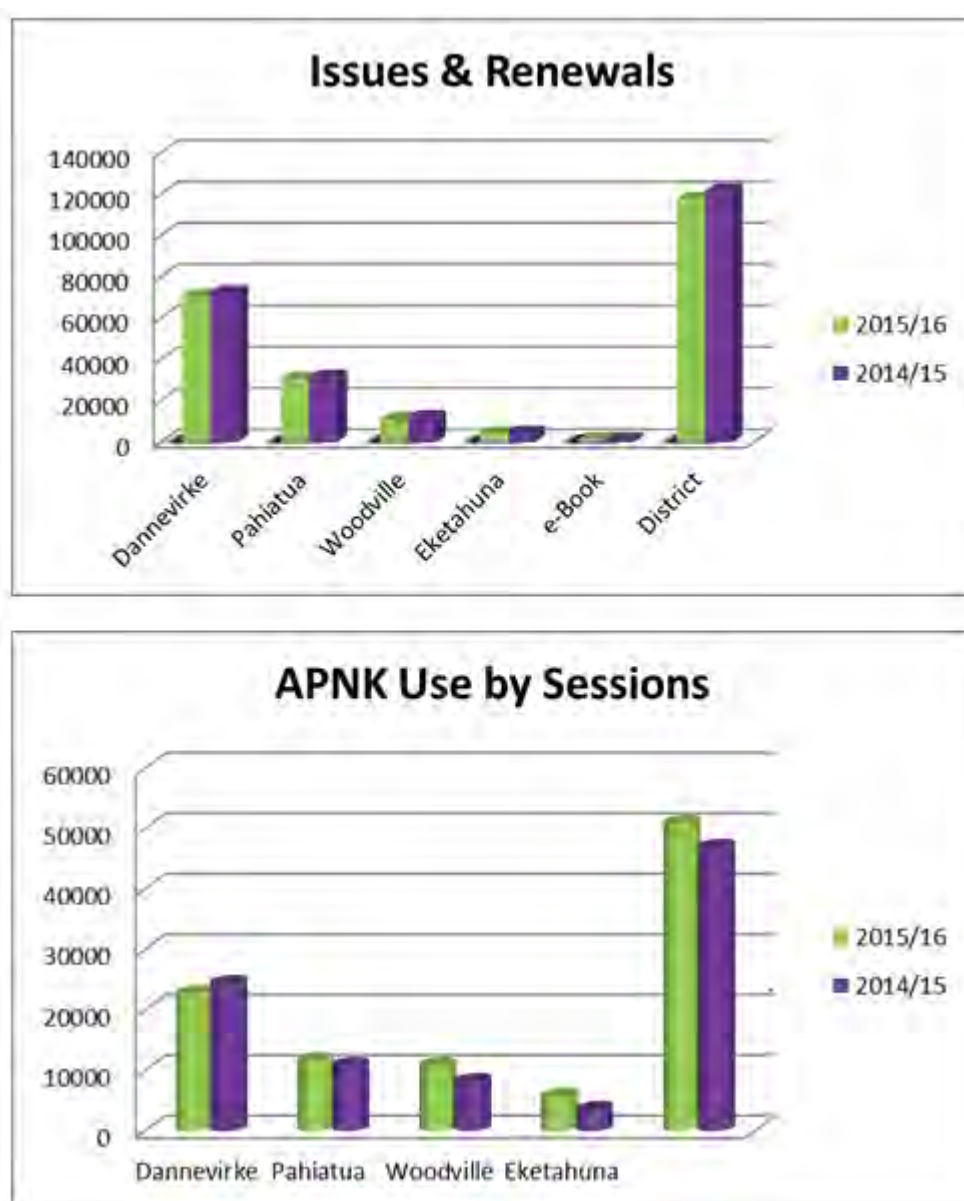
126. Stepping Up Computer Classes

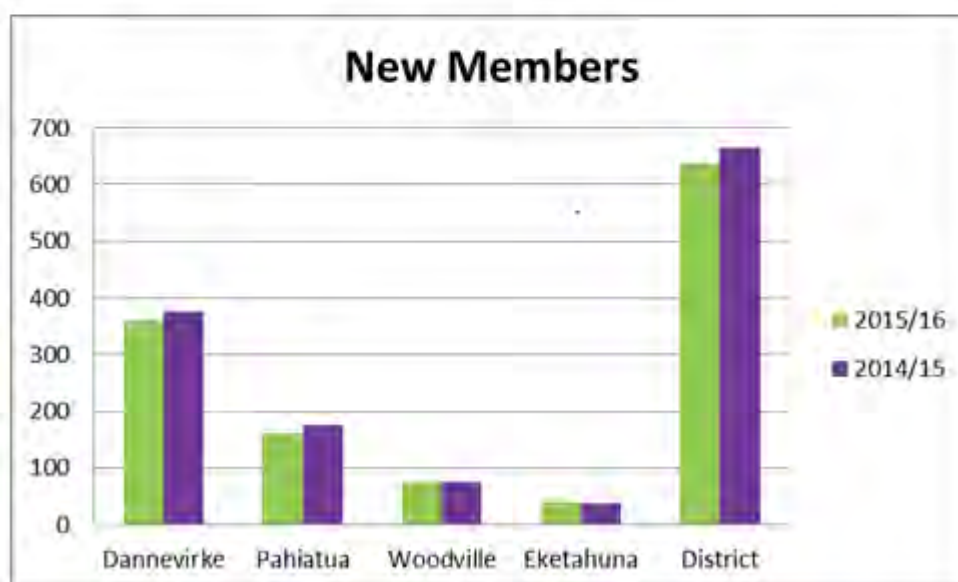
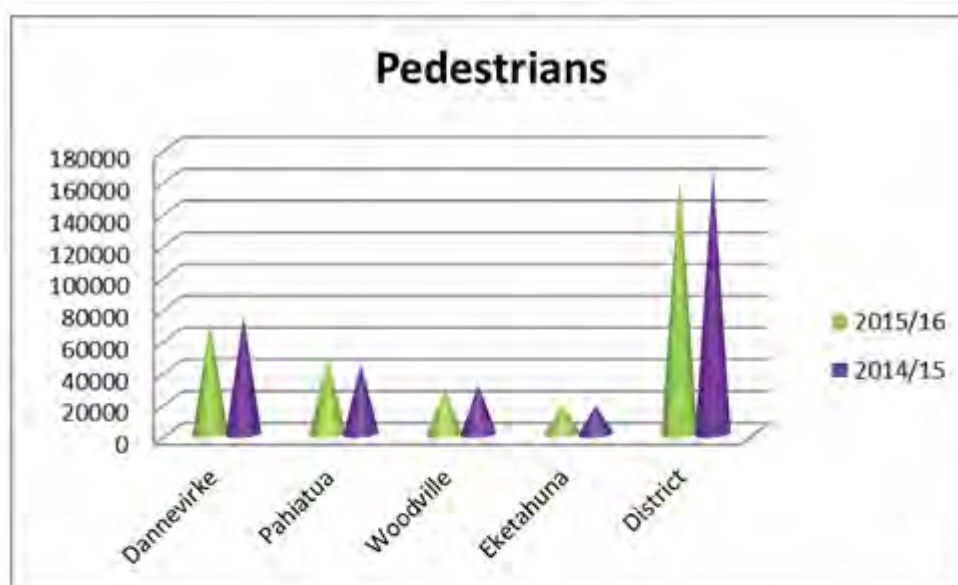
The second Stepping Up class at Eketahuna branch has continued throughout May. Pahiatua Library is holding three classes on a Monday and Tuesday. All three classes are full and the participants are giving positive feedback.

127. Cover at Eketahuna

Woodville staff have continued to provide cover at Eketahuna during May.

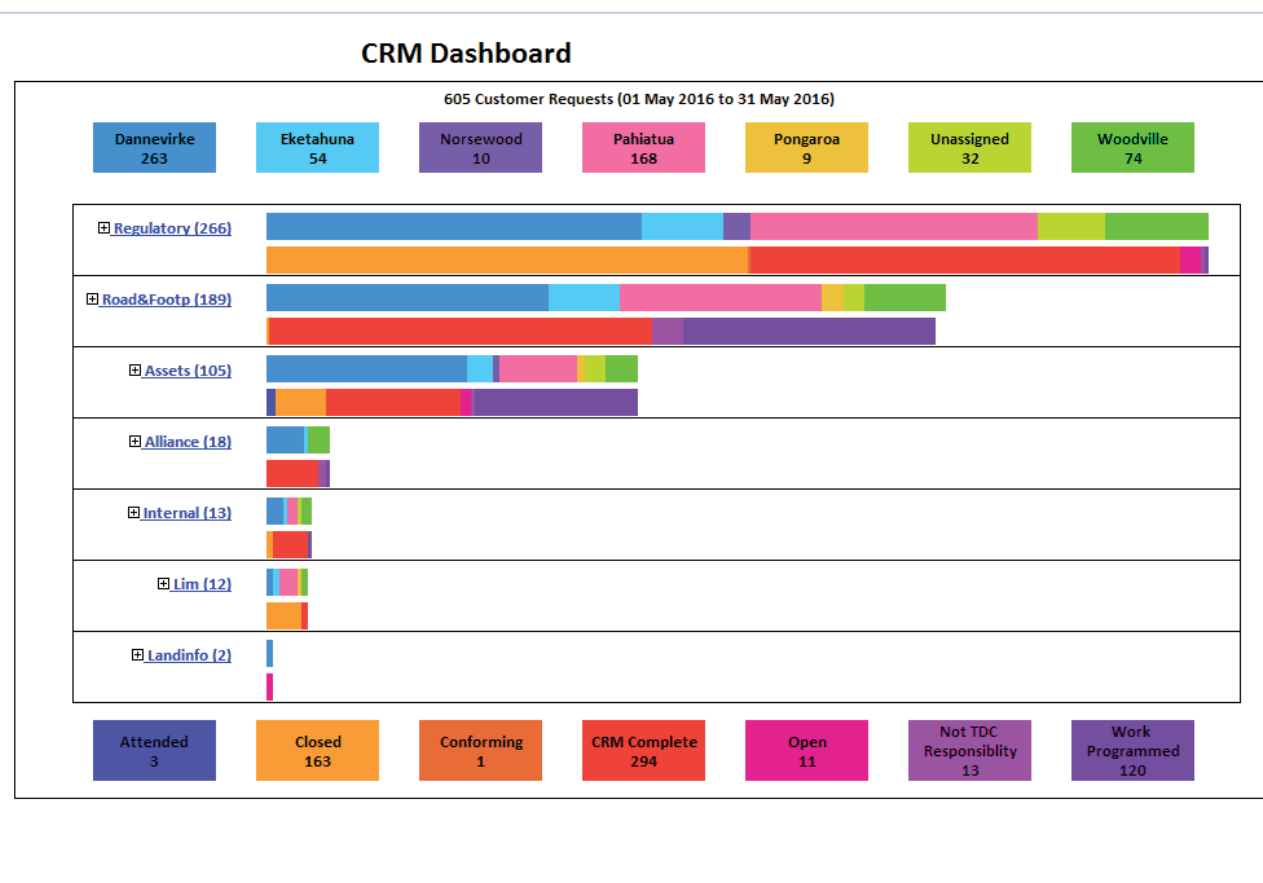
128. Statistics – as at 31 May 2016





Customer Services

129. Customer Requests – 1 May to 31 May 2016



130. Tararua District

- The Primary School Sports Advisor distributed E-newsletters to promote professional development opportunities for teachers and upcoming sporting opportunities.
- Regional Community Sport Advisor and Tararua Recreation Advisor met with Bush Junior Hockey to discuss potential KiwiSport applications. The surge in growth has prompted the need for additional equipment to provide a quality experience for participants. The club has expanded from 92 in 2014 to 302 in 2016. The competition is attracting schools from the northern end of the district i.e. Dannevirke South, Weber and Ruahine. St Joseph's Dannevirke is looking to join the 2017 season.

The organisation is currently having serious issues with sideline behaviour and misconduct by coaches of children's teams. Sport Manawatu is now assisting in resolving these issues by improving the capability of umbrella organisations.

- The Secondary School Sports Advisor held the term two Sport Coordinator Meeting. The nine Sports Coordinators that attended discussed tournament preparation and shared anecdotal stories as they started to build toward a community where information sharing is strengthened. Jane Phillips-Bell from Dannevirke High School was present.
- The Secondary School Sports Advisor met with the Central Football Operations Manager for the Manawatu wider region, Donald Piper. The issues and opportunities in the secondary school football space were discussed at length.
- The Secondary School Sports Advisor held the term two Principals Group Meeting where Central Football came to discuss and receive advice around the opportunities in the secondary school football space, which have now been put into action. The group also tasked the Secondary Schools Sports Advisor with updating the Terms of References and creating a work plan for the rest of the year.
- The Secondary School Sports Advisor assisted Manawatu College host the Manawatu Inter-Secondary School Cross Country where 280 students competed on a new course. Tararua College and Dannevirke High School both competed in the event.
- Regional Workforce Development Advisor is working with the Tararua Recreation Advisor to hold two volunteer functions in Pahiatua and Dannevirke recognising 60 volunteers to be held in July.

- Regional Workforce Development Advisor created the 'Volunteer Vacancies' page on the Sport Manawatu website, providing a platform for schools and clubs to advertise their vacancies, and showcasing the opportunities available across the region to new and current volunteers on one centralised site.
- The Regional Workforce Development Advisor attended a Child Matters Child Protection Workshop to gain knowledge to assist organisations who require support with the writing and implementation of their child protection policy.
- The Regional Workforce Development Advisor recognised the Sport Maker of the Month for May.
- Consultation with local age care community groups has been a focus for the Tararua Recreation Advisor this month. Attendance at these forums has given an improved understanding of the sectors needs in relation to physical activity.

The majority of members are aware of the available activities but have found cost to be a contributing barrier towards participation. An expression to develop an information brochure detailing these activities was given; Sport Manawatu will look into the development of this brochure.

- The Tararua Recreation Advisor is providing administration support to the Ruahine Ramblerz Marching Team. The support includes promotion, event programme development and social media upskilling. The club will host a Regional Leisure Marching Display Day in Dannevirke. The event held in December expects to attract up to 300 people to the district.
- Active Teens at Dannevirke High School is tracking well with five participants taking part in the weekly activities provided by Sport Manawatu staff and local community groups. The students recently participated in a cycle session. A major highlight for one of the participants was cycling up hills unassisted. This was great motivation for her and her peers. The group also attended Habit HQ fitness centre for an Ankorr training session.
- The Tararua Recreation Advisor recently advocated to the Strengthening Families Forum for the referral of clients to Sport Manawatu. We would like to provide clients with sport and recreation opportunities and see this as an ideal pathway to support families on their journey to improve their overall wellbeing.
- The Tararua Recreation Advisor is providing administration support to local basketball enthusiast, Eruera Rautahi to establish a social basketball tournament for adults. The support includes promotion, registrations, draws, and venue. The Dannevirke Basketball Association has agreed to support the competition and has offered Eruera a position on their committee. The need for this competition arose after Eruera coordinated an informal basketball gathering at the Dannevirke Sports Centre attracting up to 40 people each week for 6 weeks.

- Sport Manawatu is currently working with Bush Multisport Trust to develop a sideline behaviour code of conduct policy. The policy will be presented to the Trust and once adopted will be presented to the user groups at a public meeting. It is expected that all affiliated codes and organisations will adhere to the policy.
- Sport Manawatu provided the CACTUS programme with 29 drink bottles, one for each participant. The Tararua Recreation Advisor has been invited as a guest speaker to present on sport and recreation opportunities in the district. In collaboration with Habit HQ gym owner, Ailsa Castles, who will also provide a physical activity circuit as part of their graduation, “the Longest Day”, at the end of the month.
- The Tararua Recreation Advisor has organised for Central Netball and Netball Manawatu to support Bush Junior Netball with the development of a FutureFERNs programme.
- The Dannevirke Multisport Complex Society has contracted Opus to manage the multisport complex feasibility study.
- Registrations for the Regional Sports Conference have opened and final preparations are underway. The exciting programme includes presentations and workshops which cover topical issues across three broad themes – Sustainability, Coaching, and Team Management.
- Senior Events Advisor met with Arena Client Liaison, Ashleigh Gardner to view Arena 2 as a potential venue move for the Central Energy Trust Manawatu Sports Awards. Arena 2 would be preferable due to the larger size and, in particular, the large corridor area leading into the venue that would give better flow during attendee arrival, and allow attendees more opportunity to mingle with others in the sporting community.
- Senior Events Advisor met with Arena Client Liaison, Ashleigh Gardner to look at potential venues for the Grassroots Sports Awards, exploring Steelfort function room and Barber Hall. She met with booking staff at the Palmerston North Convention Centre on 15 June before making a recommendation for the Grassroots Sports Awards venue and date.
- Sport Manawatu events, comms, and community sport staff are working with the Massey University Sport and Rugby Institute to deliver the 2016 Top Four National 1st XV Championships, to be held in September.

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

- The Tararua Primary School Seven-a-side is being held on Wednesday 15 June at Bush Multisport Park . Sport Manawatu staff and staff from three regional sport organisations, namely, Netball Manawatu, Hockey Manawatu, and Manawatu Rugby Union are on board to support the tournament.
- Regional Sports Conference – 24 June.

Recommendation

That the report from the Chief Executive dated 22 June 2016 concerning an update on key projects and items of interest to the Council (as circulated) be received.

Attachments

Letter from Minister of Local Government, Hon Peseta Sam Lotu-Liga regarding Better Local Services Reforms



Office of Hon Peseta Sam Lotu-Iiga

MP for Maungakiekie

Minister of Local Government

Minister for Pacific Peoples

Minister for Ethnic Communities

Associate Minister of Health

Mr Blair King
Tararua District Council
PO Box 115
Dannevirke 4942



16 JUN 2016

Dear Mr King,

Thank you for attending the meeting on 20 April 2016 at the Copthorne Hotel, Palmerston North regarding my Better Local Services reforms. I enjoyed meeting with you all and found it informative.

The meetings I have held around the country have been a great opportunity for me, not only to discuss the reform proposals, but also to hear from local government leaders about the issues facing their local communities. This letter is a chance for me to respond in more depth to points raised at the meeting on the Better Local Services reforms. I will pass on your concerns regarding tourism and resulting infrastructure costs to the Minister of Tourism, and regarding the new Health and Safety at Work Act 2016 to the Minister for Workplace Relations and Safety.

I would like to reiterate a few points from the meeting. There was some interest at the meeting about the proposed new powers of the Local Government Commission. These include the ability for the Commission to include shared service arrangements, such as council-controlled organisations (CCOs) and joint committees, as part of a reorganisation plan. However, these new discretionary powers come with appropriate checks and balances including: statutory guidance about how a reorganisation process is initiated, undertaken and implemented; and stronger Ministerial and Government oversight.

Incentives for councils, both financial and non-financial, were a common topic raised during these meetings. While this reform package does not include any financial incentives it does include some non-financial ones. For example, allowing councils to lead reorganisation proposals themselves is an incentive for councils to initiate change proposals. The savings Watercare Services Ltd has made for Auckland ratepayers, Wellington Water for Porirua ratepayers, and the projected savings to Waikato ratepayers for the Waikato Water proposal all suggest that there are financial savings to be made without the need for Crown subsidies to incentivise change.

I am still interested in any specific proposals you may have for incentivising councils to share services where it makes sense and delivers cost-effective services for residents and businesses. It is important to ensure that local government organisations are operating as efficiently and effectively as possible and I am open to considering the role of incentives in helping that to happen.

Highlighted at the meeting were the many shared services arrangements already in place in the region. I commend you on this. I hope that in any future discussions about working together you will find the benefit of these reforms which provide you with a broader range of options to consider. These reforms are primarily about enabling you, in consultation with your communities, to find solutions that fit your local context.

A valid point was raised about the need to proceed with some caution when assessing different options for your councils and communities. The example used was a developer having to deal with three or four CCOs. I would suggest that when thinking about establishing a new shared service arrangement, be it a CCO or a joint committee, that a system-wide lens is taken when considering the costs and benefits. Under the reforms there would also be the option to approach the Commission with suggestions or to request an investigation into better ways to organise those functions.

I was also asked at the meeting how I will measure the success of the reforms. Success of the reforms will be measured by looking at specific service delivery and infrastructure arrangements that result from the new enabling legislative framework, and assessing whether these arrangements are more efficient and/or effective than current arrangements for the same services. I expect to see councils taking up the opportunity to lead reorganisation discussions with their communities for the first time.

A point was raised about the current coordination across central government on local government matters. Ministers are working together across portfolios to coordinate government activity on big issues, including regional economic development and infrastructure.

I found the discussion about council debt informative. I agree that there is a need to improve the conversation with communities about council debt, in particular the fact that in some instances intergenerational debt is useful and important.

The Kaipara situation was raised as a point of concern. I consider that the Kaipara situation was more a result of poor governance and management rather than just bad debt. Since Kaipara, we have introduced the 30 year infrastructure strategies to help councils plan better for major infrastructure costs. In addition, these new reforms will provide tools for better asset management. These include new forms of council-controlled organisations for water and transport services that will also be required to produce 30 year infrastructure strategies and are likely to address capability issues and encourage the sharing of expertise and resources.

The reform proposals will require changes to the Local Government Act 2002. The parliamentary select committee process will provide you with an opportunity to make submissions on the proposals. This process is expected to run from June to August 2016 and I encourage you to make your views known formally through that process,

You can contact the Local Government Directorate at the Department of Internal Affairs with any further queries or feedback on the reform package or process at betterlocalservices@dia.govt.nz.

Thank you again for sharing your thoughts and issues with me.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Hon Peseta Sam Lotu-liga'.

Hon Peseta Sam Lotu-liga
Minister of Local Government

CC: to all other attendees of this meeting.