



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 28 October 2015** 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**
7. **Confirmation of Minutes**

5

Recommendation

That the minutes of the Council meeting held on 30 September 2015 (as circulated) be confirmed as a true and accurate record of the meeting.

8.	Any Matters Arising from the Minutes not otherwise dealt with in the Agenda	
9.	Community Boards and Community Committees Reports	
9.1	Dannevirke Community Board	19
	Recommendation	
	<i>That the report of the Dannevirke Community Board meeting held on 5 October 2015 (as circulated) be received.</i>	
9.2	Eketahuna Community Board	25
	Recommendation	
	<i>That the report of the Eketahuna Community Board meeting held on 2 October 2015 (as circulated) be received.</i>	
9.3	Pahiatua On Track	31
	Recommendation	
	<i>That the reports of the Pahiatua On Track meetings held on 30 September 2015 (as circulated) be received.</i>	
9.4	Woodville Districts' Vision	37
	Recommendation	
	<i>That the report of the Woodville Districts' Vision meeting held on 6 October 2015 (as circulated) be received.</i>	
	Note: Any of the Community Boards and Community Committees may send a representative to address the Council on any issues within the agenda or matters of interest to them.	
10.	Reports	
10.1	Adoption of the 2014/15 Annual Report	43
	Clint Ramoo from Audit New Zealand will attend the meeting for this item of business	
10.2	Grant Application of Rachel Cannon to the International Representatives Scheme	49
10.3	Review of Representation Arrangements	61
10.4	Road Closures Requested Under the Tenth Schedule of the Local Government Act 1974	67

10.5	Eketahuna Town Centre Upgrade	159
	Recommendation	
	<i>That the report of the Eketahuna Town Centre Upgrade Project Team meeting held on 15 October 2015 (as circulated) be received.</i>	
10.6	Request to Waive Resource Consent Fees	163
10.7	Planning Matters Determined Under Delegated Authority	165
10.8	Liquor Licensing Matters Determined Under Delegated Authority	173
10.9	Staff Report	177
11.	Portfolio Reports	
	Councillors assigned the responsibility to undertake the portfolio for a specific activity can report back on any of these matters.	
12.	Mayoral Matters	
13.	Items not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 4	
14.	Closure	



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 30 September 2015 commencing at 1.02 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 and D A Roberts.

In Attendance

- | | | |
|-----------------|---|--|
| Mr B King | - | Chief Executive |
| Mr R Taylor | - | Governance Manager |
| Mr R Suppiah | - | Chief Financial Officer and Acting Regulatory Manager |
| Mrs K Dever-Tod | - | Manager Assets Group |
| Mrs L Simpkin | - | Economic Development and Communications Manager
(until item 15) |
| Mr C Edsall | - | Alliance Manager (until item 11.10) |

- 1.1 The Mayor welcomed Alastair Scott (the Wairarapa Electorate Member of Parliament), who was attending the meeting as an observer.

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 A very good event was held to present Cynthia Cass with a Tararua District Civic Honour to acknowledge her service to the community.

6.2 Cr Roberts conveyed his thanks for the flowers and kind thoughts extended from the Council on the passing of his mother.

7. Review of Representation Arrangements for the 2016 Local Authority Elections

7.1 The Council proceeded to hear the following submitter speak in support of their written submission on the review of representation arrangements for the 2016 local authority elections.

Daimien Reynolds and Kristy McGregor for Tararua Federated Farmers

- Acknowledges the value of strong rural representation for the district.
- Supports the proposed representation arrangements for the Tararua district, including the retention of the current two ward system, because of the need to have representation for distinct communities of interest.
- This allows the Tararua District Council to continue to represent and respond to the needs of its rural communities that contribute to the social and economic fabric of the district.

8. Confirmation of Minutes

8.1 *That the minutes of the Council meeting held on 26 August 2015 (as circulated) be confirmed as a true and accurate record of the meeting.*

Crs Roberts/Collis

Carried

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

9.1 **Visit by the Mayor of Bieleski** (Item 9.4.2)

9.1.1 It was noted that the Mayor visiting Woodville is from Valasske Klobouky, and not Bieleski as previously stated.

9.2 **International Representatives Scheme Review** (Item 10.4.1)

9.2.1 The first bullet point of item 10.4.1 requires a correction to the wording to read once every financial year, not very financial year as detailed in the minutes.

9.3 **Ownership of Trees on the Mill Hill Woodlot** (Item 14.2)

- 9.3.1 The lawyer acting for Mrs D Walkley has been requested to provide clarification concerning the claim made regarding the ownership of the trees on the Mill Hill woodlot.

10. Community Boards and Community Committees Reports

10.1 Dannevirke Community Board

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

Crs Keltie/Collis

Carried

- 10.1.2 It was noted that Cr Isaacson was not present at the Dannevirke Community Board's September meeting due to an unforeseen event.

10.2 Eketahuna Community Board

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

Crs Keltie/Collis

Carried

10.2.2 Eketahuna Public Conveniences Upgrade

- 10.2.2.1 The volume of noise resulting from the broadcasting of Radio Eketahuna in the Eketahuna public conveniences is being monitored following concerns expressed regarding this matter.

10.3 Pahiatua On Track

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

Crs Keltie/Collis

Carried

10.4 Woodville Districts' Vision

- 10.4.1 *That the reports of the Woodville Districts' Vision meetings held on 1 September 2015 (as circulated) be received.*

Crs Keltie/Collis

Carried

10.4.2 Christmas Decorations

- 10.4.2.1 It was noted that the cost of \$4,200 to install the Christmas decorations in Woodville is a consideration regarding the options available to Woodville Districts' Vision for replacing the existing lights and flags.

11. Reports

11.1 Review of the Tararua District Council Rural Fire Authority Rural Fire Plan

11.1.1 *That the report from the District Resilience Manager dated 23 September 2015 concerning the review of the Tararua District Council Rural Fire Authority Rural Fire Plan (as circulated) be received, and*

That the Council adopts the 2015-2017 Rural Fire Plan as reviewed and updated with amendments and statutory requirements.

Crs Fenemor/Keltie

Carried

11.2 Sale of the Hovding Court Flats Council Property

11.2.1 *That the report from the Manager Assets Group dated 23 September 2015 concerning the sale of the Hovding Court Flats Council property (as circulated) be received, and*

That the Council resolves to sell the ten older housing units at Hovding Court, including the land on which they sit, subject to consent for subdivision being issued, and

That the Council notes that subject to obtaining the subdivision consent, the property will be offered for sale by tender on the open market during the month of October 2015, and

That the Manager Assets Group be delegated authority to sell the property described in this report for no less than the current capital value.

Crs Hull/Roberts

Carried

11.3 Advancing the Long Term Plan Decisions Regarding Pensioner Housing

11.3.1 *That the report from the Manager Assets Group dated 21 September 2015 concerning advancing the Long Term Plan decisions regarding pensioner housing (as circulated) be received, and*

That the Council notes it has met its legislative requirements with respect to Section 17a of the Local Government Act 2002, and

That the Council invites expressions of interest from Registered Community Housing Providers, including organisations currently in the process of registration, to purchase its pensioner housing units, and

That the Council notes that following the expressions of interest process the Council will then seek formal proposals from those parties shortlisted, and

That the community facilities portfolio holders be authorised to work with Council officers to determine the criteria for the evaluation of proposals.

Crs Roberts/Isaacson

Carried

11.4 **Amendment of the Triennial Agreement for the Manawatu-Wanganui Region**

11.4.1 *That the report from the Governance Manager dated 23 September 2015 concerning the amendment of the Triennial Agreement for the Manawatu-Wanganui Region (as circulated) be received, and*

That the Council supports the proposal to amend the Triennial Agreement to include Regional Economic Development as a new activity, and the Mayor is authorised to sign the revised document on its behalf.

Crs Collis/Crispin

Carried

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

11.5.1 *That the report from the Alliance Manager dated 17 September 2015 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 resolves to close the following roads for the purpose of allowing Club Targa Incorporated to hold the Targa Rally event.

Road name: Pahiatua-Mangahao Road

Date of closure: Saturday 31 October 2015

Period of closure: 3.25pm to 7.25pm

Road name: Makomako Road

Date of closure: Saturday 31 October 2015

Period of closure: 3.25pm to 7.25pm

Road name: Pahiatua-Aokautere Road (Pahiatua Track)

Date of closure: Saturday 31 October 2015

Period of closure: 3.25pm to 7.25pm

Conditions Applied to the Granting of these Road Closures

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

Advisory Note

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

Crs Keltie/Collis

Carried

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

11.6.1 *That the report from the Alliance Manager dated 23 September 2015 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 resolves to close the following roads for the purpose of allowing the Pahiatua Lions and Rotary Clubs to hold the Pahiatua Trolley Derby event.

Road name: Tiraumea Road
Date of closure: Saturday 3 October 2015
Period of closure: 12.00pm to 3.00pm

Road name: Kaitawa Road
Date of closure: Saturday 3 October 2015
Period of closure: 12.00pm to 3.00pm

Conditions Applied to the Granting of these Road Closures

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

Advisory Note

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

Crs Collis/Fenemor

Carried

11.7 Akitio Sea Wall

- 11.7.1 *That the report from the Chief Executive dated 23 September 2015 concerning the Akitio Sea Wall (as circulated) be received, and***

That this item of business be left to lie on the table to provide the opportunity for the matter to be discussed with the Horizons Regional Council at a workshop briefing session held on 25 November 2015.

Crs Fenemor/Crispin

Carried

11.8 Review of the Council's Procurement Strategy and Guidelines

- 11.8.1 *That the report from the Chief Financial Officer dated 23 September 2015 concerning the review of the Council's Procurement Strategy and Guidelines (as circulated) be received, and***

That the changes as proposed in paragraph 3 of this report and detailed in the appendix regarding the amended Procurement Strategy and Guidelines be approved.

Crs Fenemor/Isaacson

Carried

- 11.8.2** The Chief Financial Officer was requested to review the wording of paragraph 1.3.1 on page 20 of the Procurement Guidelines relating to external contractors.

11.9 Draft 2014/15 Summary Annual Report

- 11.9.1 *That the report from the Chief Financial Officer dated 23 September 2015 concerning the Draft 2014/15 Summary Annual Report (as circulated) be received, and***

That the Council approves the Draft 2014/15 Summary Annual Report, subject to any changes arising from the quality review, for providing to Audit New Zealand to undertake their audit of the Report.

Crs Hull/Fenemor

Carried

11.10 Liquor Licensing Matters Determined Under Delegated Authority

- 11.10.1 *That the report from the Liquor Licensing Officer dated 23 September 2015 concerning Liquor Licensing matters determined under delegated authority (as circulated) be received and the contents are noted.***

Crs Keltie/Hull

Carried

11.11 Planning Matters Determined Under Delegated Authority

11.11.1 *That the report from the Planning Manager dated 23 September 2015 concerning Planning matters determined under delegated authority (as circulated) be received and the contents are noted.*

Crs Keltie/Hull

Carried

11.11.2 Variation to Consent Conditions

11.11.2.1 The variation granted to change the consent conditions for the expansion of the Pahiatua Fonterra factory was noted, with Cr Hull requesting further information from the Planning Manager to provide an understanding of the alterations to the approved site layout.

11.12 Staff Report

11.12.1 Pahiatua Track

11.12.1.1 The Chief Executive was requested to follow up with the Alliance the deterioration of the Pahiatua Track surface.

11.12.2 Pahiatua Recycling Centre

11.12.2.1 It is pleasing to note the progress made with the new Pahiatua Recycling Centre building that is anticipated to be completed by 23 October 2015.

11.12.3 Auckland Home Show

11.12.3.1 The Economic Development and Communications Manager and her team were thanked for arranging the Council site at the Auckland Home Show.

11.12.3.2 This was a very successful event, and worthwhile opportunity to promote the district as an excellent place to relocate, visit and invest.

11.12.3.3 The Council's site was very busy, with 1,500 packets of promotional items given out over the five days of the Home Show.

11.12.3.4 There were 38 people/couples/families that provided their email address, and they requested further information be sent to them as a follow-up to the details received at the Home Show.

11.12.4 General Inspection

11.12.4.1 Emphasis continues to be placed on investigating illegal dumping, and where the culprits can be identified they are issued with an infringement notice and charged the cost to remove and dispose of the rubbish.

11.12.5 *That the report from the Chief Executive dated 23 September 2015 concerning an update on key projects and items of interest to the Council (as circulated) be received.*

Crs Collis/Keltie

Carried

12. Portfolio Reports

12.1 Community Relations

- 12.1.1 Cr Isaacson attended the Kapa Haka Festival held in the Dannevirke Town Hall and the Adult Learners Award presentation of certificates.
- 12.1.2 Cr Hull reported on Jackson Engineering celebrating the occasion of their business in Pahiatua operating for 25 years.

12.2 Forestry

- 12.2.1 Cr Fenemor reported that the prices for logs exported to China had increased, but the amount received through the domestic market has dropped.
- 12.2.2 The Kaiparoro forest has been inspected to assess the scope to get logs out of this area.

12.3 Water

- 12.3.1 Cr Collis reported that she had undertaken a visit to look at water projects planned in the south of the district.

12.4 Economic Development

- 12.4.1 Cr Collis attended a presentation at the Horizons Regional Council in Palmerston North regarding the Regional Growth Strategy.

12.5 Manawatu-Wanganui Regional Disaster Relief Fund Trust

- 12.5.1 Cr Hull attended a meeting of the Manawatu-Wanganui Regional Disaster Relief Fund Trust that granted further funding to assist the areas recovering from the flooding event.

12.6 Civil Defence

- 12.6.1 Cr Hull and the District Resilience Manager have spoken with residents of Pahiatua to discuss and develop the strengthening of emergency management resilience within the community.

13. Mayoral Matters

13.1 Events

- 13.1.1 The Mayor spoke on the following events:
 - The Council site at the Auckland Home Show was a great success, and consideration will be given to attending this event again next year.
 - The Kapa Haka Festival held in the Dannevirke Town Hall was an enjoyable event.

- The Trustpower Tararua District Community Awards function held in the Pahiatua Town Hall was well received and attended by volunteers from throughout the district.
- The high level Chinese trade and investment delegation visit to Palmerston North hosted by the eight councils of the Manawatu-Wanganui Region was a start to the Regional Growth Strategy.

14. Items not on the Agenda

14.1 Nil

15. Public Excluded Items of Business

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

Saddle Road upgrade

Proposed land swap to legalise a cemetery encroachment

Offer to the Council to purchase land adjoining the Queen Street Recycling Centre site

Offer to purchase the Thyra Street Depot

Chief Executive's Performance Appraisal Committee report

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>Saddle Road upgrade</i>	<i>To protect commercial activities</i>	<i>Section (1)(a)(i)</i>
<i>Proposed land swap to legalise a cemetery encroachment</i>	<i>To protect commercial and industrial negotiations</i>	<i>Section (1)(a)(i)</i>
<i>Offer to the Council to purchase land adjoining the Queen Street Recycling Centre site</i>	<i>To protect commercial and industrial negotiations</i>	<i>Section (1)(a)(i)</i>

<i>Offer to purchase the Thyra Street Depot</i>	<i>To protect commercial activities</i>	<i>Section (1)(a)(i)</i>
<i>Chief Executive's Performance Appraisal Committee report</i>	<i>To protect the privacy of natural persons</i>	<i>Section (1)(a)(i)</i>

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

- s7(2)(h) The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.*
- s7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).*
- s7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).*
- 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)(a) The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.*

Crs Fenemor/Collis

Carried

15.2 Saddle Road Upgrade

- 15.2.1 *That the report from the Chief Executive dated 23 September 2015 concerning the Saddle Road upgrade (as circulated) be received, and*

That in order to achieve the project completion dates for the 100% New Zealand Transport Agency funded Saddle Road route upgrade, as well as project continuity, the Council authorises the Tararua Alliance and the Council's Chief Executive to negotiate a variation with the existing contractor Stringfellows, to be delivered under the engineering management of the Tararua Alliance.

Crs Keltie/Fenemor

Carried

- 15.2.2 The meeting adjourned for afternoon tea at 3.00 pm, and resumed at 3.15 pm.

- 15.3 **Proposed Land Swap to Legalise a Cemetery Encroachment**
- 15.3.1 *That the report from the Chief Executive dated 23 September 2015 concerning a proposed land swap to legalise a cemetery encroachment (as circulated) be received, and*
- That the Council accepts the Office of Treaty Settlements offer to remedy an encroachment by a cemetery on the corner of State Highway 2 and Mangaoronga Road which will involve a similar sized area of unformed road being stopped and exchanged for the encroachment, and*
- That the Manager Assets Group be authorised to sign and execute on the Council's behalf the required agreements with the Office of Treaty Settlements.*
- Crs Collis/Crispin* *Carried*
- 15.4 **Offer to the Council to Purchase Land Adjoining the Queen Street Recycling Centre Site**
- 15.4.1 *That the report from the Manager Assets Group dated 23 September 2015 concerning an offer to the Council to purchase land adjoining the Queen Street Recycling Centre site (as circulated) be received, and*
- That the Council declines the offer for the reasons as outlined in this report, being that the Council has decided to sell its surplus land in the vicinity and it does not require additional land within the same location, and*
- That the Council offers to advise any potential purchasers of the Council land that the adjoining property may also be for sale.*
- Crs Hull/Fenemor* *Carried*
- 15.5 **Offer to Purchase the Thyra Street Depot**
- 15.5.1 *That the report from the Manager Assets Group dated 23 September 2015 concerning an offer to purchase the Thyra Street Depot (as circulated) be received, and*
- That the Chief Executive is authorised to enter into a sale and purchase agreement with the purchaser on behalf of the Council, subject to the general terms and conditions outlined in the purchaser's letter of offer.*
- Crs Roberts/Hull* *Carried*
- 15.6 **Chief Executive's Performance Appraisal Committee Report**
- 15.6.1 *That the report of the Chief Executive's Performance Appraisal Committee meeting held on 22 September 2015 (as circulated) be received and the contents are noted, including the agreement to retain unchanged the existing basis of the Chief Executive's remuneration package for the first year of the five-year term of appointment, and*

That the Council adopts the Chief Executive's Performance Agreement draft objectives for the period of the 2015/2016 financial year.

Crs Keltie/Fenemor

Carried

15.7 ***That open meeting be resumed.***

Crs Keltie/Fenemor

Carried

15.8 ***That the decisions taken with the public excluded be confirmed in open meeting.***

Crs Keltie/Fenemor

Carried

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

Mayor



Dannevirke Community Board

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 26 Gordon Street, Dannevirke on Monday 5 October 2015 commencing at 3.00 pm.

1. Present

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

In Attendance

Mr R Taylor – Governance Manager

2. Apologies

2.1 Nil

3. Public Forum

3.1 Nil

4. Personal Matters

4.1 Board Member Christison advised of his resignation from the Dannevirke Lions Club with effect from last week, and therefore he no longer has any conflict of interest concerning matters associated with this organisation.

5. Notification of Items Not on the Agenda

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

- Fencing at the Dannevirke Railway Station
- Cleanliness of the Dannevirke central business district
- Community Board Executive Committee Community Board Chairs Workshop

6. Confirmation of Minutes

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

Macdonald/Delaney

Carried

7. Matters Arising from the Minutes

- 7.1 Nil

8. Tararua District Council Report

- 8.1 *That the report of the Tararua District Council meeting held on 30 September 2015 (as circulated) be received.*

Christison/Delaney

Carried

8.2 Advancing the Long Term Plan Decisions Regarding Pensioner Housing

- 8.2.1 It is suggested that when the Council considers proposals to sell the pensioner housing it should retain a part interest to ensure the properties cannot be on-sold to a profit making commercial entity.

8.3 Auckland Home Show

- 8.3.1 The Council is commended on attending the Auckland Home Show (and such other similar events) as a good initiative to promote the district as an excellent place to relocate, visit and invest.

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

9.1 Dannevirke Information Centre

- 9.1.1 The Deputy Chairperson reported that the Dannevirke Information Centre Annual General Meeting was held on 28 September 2015, with there being no changes to the members of its management committee.
- 9.1.2 The Dannevirke Information Centre is in a sound financial position, and it negotiated with the Dannevirke Community Vehicle Trust to undertake the role of its call centre and contact for booking this community transport service.

9.2 **Tararua Community Youth Services**

9.2.1 The Deputy Chairperson reported that he chaired the Tararua Community Youth Services Annual General Meeting for the election of officers held on 30 September 2015, with a new chair and management committee members being appointed.

9.2.2 Tararua Community Youth Services is in a good financial position to deliver its programmes throughout the district to support and empower young people to develop their potential.

9.3 **Dannevirke Chamber of Commerce**

9.3.1 Board Member Christison reported that he had assisted the Dannevirke Chamber of Commerce to arrange its road closures application and traffic management plan for this year's Dannevirke Christmas Parade.

9.4 **Cycle/Walkway – Smith/Cole Streets and Adelaide Road**

9.4.1 Board Member Christison reported that the lime is being crushed and stockpiled for undertaking the next stage of this project, with the intention to complete the work prior to Christmas.

9.4.2 An official opening of the cycle/walkway will now be held early next year when the entire project is finished.

9.5 **First World War Commemorations Committee**

9.5.1 Board Member Delaney reported that the launch of Rob Macdonald's First World War research publication will be held on 3 November 2015 at 7.00 pm in the Dannevirke Library.

9.6 **Covered Bus Stop Shelters**

9.6.1 Board Member Delaney reported that the two ex-Palmerston North City Council bus stop shelters are expected to be delivered soon to Goldpine Dannevirke, and when they arrive will be installed over the benches adjacent to the bus stops on High Street.

9.7 **Trustpower Tararua District Community Awards 2015**

9.7.1 It was noted that the following projects supported by the Board were successful at the 2015 Trustpower Tararua District Community Awards:

- Dannevirke Community Vehicle Trust - Health and Wellbeing Category winner.
- Dannevirke cycle/walkway - Sport and Leisure Category runner-up.

10. Correspondence

10.1 *That the correspondence as listed be received.*

- | | | |
|------------|--|---------------------------------|
| (a) | <i>Dannevirke Community Patrol
Re: Acknowledgement of the Board's
annual funding grant</i> | <i>14 September 2015</i> |
| (b) | <i>Hawke's Bay Area Pony Club
Re: Request for funding to support the New
Zealand Pony Club Dressage Championships</i> | <i>21 September 2015</i> |
| (c) | <i>Daphne Miller
Re: Request for funding to support the monthly
Country Carnival Market</i> | <i>21 September 2015</i> |

Delaney/Macdonald

Carried

10.2 **Hawke's Bay Area Pony Club**

10.2.1 *That the Hawke's Bay Area Pony Club be granted the sum of \$250.00 from the Board's discretionary funds towards the cost of decorating the dressage arena for the New Zealand Pony Club Dressage Championships held at the Dannevirke A and P Showgrounds on 19 and 20 January 2016.*

Isaacson/Macdonald

Carried

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

10.3 **Country Carnival Market**

10.3.1 *That the request from Daphne Miller for funding to support the monthly Country Carnival Market be left to lie on the table as further information is required to assist the Board to consider this matter, and*

That the Board asks Daphne Miller to provide a financial statement and budget detailing the income and expenses attributable to organising this community event.

Christison/Macdonald

Carried

11. Chairman's Remarks

11.1 Nil

12. Items not on the Agenda

12.1 Fencing at the Dannevirke Railway Station

- 12.1.1 It is requested that KiwiRail be contacted to express concern at the poor condition of the Dannevirke Railway Station fencing on Grey, Hall and Queen Streets, and urging them to undertake the necessary work to rectify this matter.

12.2 Cleanliness of the Dannevirke Central Business District

- 12.2.1 The Dannevirke Chamber of Commerce and the Board's chairmen are jointly to review the guidelines for businesses in the Dannevirke central business district to take responsibility for regularly maintaining the paving outside their premises following it being cleaned.
- 12.2.2 It is intended that a visit will then be made to discuss this matter with shops and business owners to encourage their commitment to keeping the appearance of this area clean and tidy.

12.3 Community Board Executive Committee Community Board Chairs Workshop

- 12.3.1 The Chairperson will attend the Community Board Executive Committee Community Board Chairs Workshop held on 14 November 2015 from 10.00 am to 4.00 pm in the Taupo Events Centre.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 3.55 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 2 October 2015 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

2. Apologies

2.1 Nil

3. Personal Matters

3.1 The Board conveys its congratulations to the Eketahuna Our Town Committee on decorating the town's giant kiwi in the All Blacks colours for the 2015 Rugby World Cup.

4. Notification of Items Not on the Agenda

4.1 Nil

5. Confirmation of Minutes

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

Hull/Collis

Carried

6. Matters Arising from the Minutes

6.1 Tararua Cycleway Project Proposal (Item 7.2)

- 6.1.1 The Mayor and Cr Collis will be attending a meeting of the Tararua cycleway project steering group held on 19 October 2015.

6.2 Eketahuna Community Civil Defence Response Group (Item 7.6)

- 6.2.1 Six members of the Eketahuna Community Civil Defence Response Group will take part in the bus trip to Wellington held on 4 November 2015 to visit the National Crisis Management Centre known as the Beehive Bunker.

6.3 Bee Aware Month (Item 9.3)

- 6.3.1 Two packets of wildflower seeds have been received, and they will be spread in the Eketahuna Camping Ground and within the vicinity of the town sign at the entrance approach nearby the Eketahuna War Memorial Hall.

6.4 Brent Dickson Concerns Relating to Eketahuna Contractors Not Having the Opportunity to Quote for Council Work (Item 9.4)

- 6.4.1 The Manager Assets Group is proposing to advertise for contractors to register their interest as Council contractors.
- 6.4.2 The Council will then hold their information on file, and it shall send out documents when work is tendered. If they are interested in submitting a price to provide that service, and are a suitable contractor able to demonstrate the necessary attributes, then these contractors can supply pricing.

6.5 Community Newsletter Items

- 6.5.1 It was agreed that Cr Collis will raise with the Eketahuna Our Town Committee the possibility of changing the closing date for including items in the community newsletter.
- 6.5.2 Ideally the cut off time should be aligned to coincide following the monthly Board meeting, particularly given the need to regularly update residents with current details concerning the Eketahuna town centre upgrade project.

6.6 Eketahuna Public Conveniences Upgrade (Item 9.5)

- 6.6.1 There was a problem with the pooling of water on the floor surface of the upgraded Eketahuna public conveniences, but it appears that the situation has improved to resolve that matter.
- 6.6.2 The broadcasting of Radio Eketahuna in the public conveniences is being monitored following concerns expressed regarding the noise volume.

6.7 Opening of the Eketahuna Inn (Item 9.6)

6.7.1 The Mayor and the Chairperson attended the opening of the Eketahuna Inn held on 21 September 2015.

7. Tararua District Council Report

7.1 ***That the report of the Tararua District Council meeting held on 30 September 2015 (as tabled) be received.***

Collis/Shannon

Carried

7.2 Cr Collis gave a verbal report to elaborate on various Council matters and items from its September meeting.

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

8.1 Hukanui Reserve Board

8.1.1 Cr Collis reported that the Hukanui Reserve Board appointed a new chairperson at its Annual General Meeting held on 27 September 2015 in the Hukanui Hall.

9. Correspondence

9.1 *That the correspondence as listed be received.*

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

(b) Biddy Fraser-Davies **8, 14 and 25 September 2015**
Re: Pop-up Cheese Seminar/Fest in Eketahuna

Shannon/Hull

Carried

9.2 Pop-up Cheese Seminar/Fest in Eketahuna

9.2.1 *That the Board pay from its discretionary funds the cost of hiring the Eketahuna Community Centre as the venue for the Pop-up Cheese Seminar/Fest organised by Biddy Fraser-Davies, and*

That the Board conveys its best wishes to Biddy Fraser-Davies for every success with the arrangements for this event held on 9 October 2015.

Shannon/Hull

Carried

10. Old Fred West Building

- 10.1 The Board is concerned about the poor condition of the old Fred West building as water is leaking from the verandah on the northern side across the footpath in the town centre.
- 10.2 This situation is unacceptable, and it will be reported for follow up by the Council to request that the property owner is required to undertake the necessary work to rectify this matter.

11. 2015 Trustpower Tararua District Community Awards

- 11.1 The Board conveys its congratulations to acknowledge the success of the following Eketahuna voluntary organisations at the 2015 Trustpower Tararua District Community Awards:
- Friends of the Anzac Bridge Kaiparoro Incorporated - Supreme Award winner.
 - Eketahuna Swimming Pool Committee - Sport and Leisure Category winner.

12. Eketahuna Town Centre Upgrade

- 12.1 The Chairperson commended board members on the presentation of the proposed Eketahuna town centre upgrade concepts plan to the Council's workshop briefing session, and also acknowledged the contribution of Warren Davidson (the former councillor appointed to the Eketahuna Community Board) for his role in the process to develop the preferred designs.
- 12.2 The Deputy Chairperson spoke on the potential to provide novelty design toilet paper at the Eketahuna public conveniences as a unique promotion to build on these facilities theme as part of the town centre upgrade concepts.
- 12.3 The possibility of retrieving a fallen log from the river is to be followed up by the Chairperson if it is suitable to use in making the canoe for the town centre.
- 12.4 The Board looks forward to the Council pricing the upgrade based on the concepts presented as the proposed project, and proceeding to implement that plan to deliver the new design of the Eketahuna town centre.

13. Chairman's Remarks

13.1 Woodville Lions Track and Tunnel Gorge Walk

- 13.1.1 The Chairperson noted that the Woodville Lions Club had donated \$8,000 from the Manawatu Gorge track and tunnel walk to support the Arohanui Hospice in Palmerston North, and he acknowledged this fantastic outcome.

14. Items not on the Agenda

14.1 Nil

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 12.10 pm.

Chairperson

PAHIATUA ON TRACK INCORPORATED

Minutes of the Pahiatua On Track Incorporated Annual General Meeting held in the Pahiatua Service Centre Chamber, 136 Main Street, Pahiatua on Wednesday 30 September 2015 commencing at 5.30pm.

1 Present

- 1.1 Committee Members: L Powick (Chairperson), Brett MacDougall (Deputy Chairperson), Michelle Rankin (Secretary), John Arends (Treasurer), Gerry Parker), Zelda Keall, Jared Brock

Members of the Public: Ann Marie Bengston, Nigel Shaw

2. Apologies

- 2.1 Katrina Windelborn, Shirley Hull (Councillor)

3. Confirmation of the Last Annual General Meeting Minutes

- 3.1 **That the minutes of the Pahiatua On Track Annual General Meeting held on 1st October 2014 be confirmed as a true and accurate record of the meeting.**

Michelle/John

Carried

4. Matters Arising

- 4.1 Nil

5. Chairperson's Report

- 5.1 Read by Louise Powick as attached.

That the Chairperson's report as read by Louise Powick be accepted.

Louise/Zelda

Carried

6. Reports from Umbrella Organisations

- 6.1 **Pahiatua Swimming Pool** – Financial statements attached.

- 6.2 **Carnival Park** – Report from Karolyn Donald read by L Powick with financial statements attached.

- 6.3 **Pahiatua Information Centre** - Financial report read by L Powick with financial statements attached.

- 6.4 **That the umbrella organisations' reports be accepted.**

Louise/Gerry

Carried

7. Financial Report

7.1 Report given by John Arends along with the audit of the financial statements for the year ended 30 June 2015.

7.2 **That the financial statements and auditor's report be accepted.**

John/Jared

Carried

7.3 **That Cotton Kelly be the auditor of the Pahiatua On Track financial accounts for next year.**

John/Michelle

Carried

8. Executive Committee

8.1 Louise Powick – Chairperson
John Arends – Treasurer

9. Election of General Committee

Gerry Parker
Jared Brock
Zelda Keall
Brett MacDougall
Nigel Shaw
Michelle Rankin

That the above persons be appointed to the general committee.

Louise/John

Carried

10. Election of Officers

10.1 **That Brett MacDougall be appointed to the position of Deputy Chairperson.**

Louise/John

Carried

10.2 **That Michelle Rankin be appointed to the position of Secretary.**

Louise/Zelda

Carried

11. General Business

11.1 A reminder that membership of the society is due.

The meeting was closed at 6.02pm.

PAHIATUA ON TRACK INCORPORATED

Minutes of the Pahiata On Track Incorporated meeting held in the Pahiata Service Centre Chamber, 136 Main Street, Pahiata on Wednesday 30 September 2015 commencing at 6.02pm.

1. Present

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

Members of the Public: Ann Marie Bengston, Trudy Ashford - Hobson

2. Apologies

- 2.1 Katrina Windelborn, Shirley Hull (Councillor)

3. Notification of Items Not on the Agenda

Polish Reunion
Pahiata commuter bus service

4. Tag4 Consulting

Trudy spoke to committee members about her consulting business and ideas on helping out with the branding and the Main Street upgrade. The committee will have a strategy meeting with Trudy to develop a strategic plan and decide whether to proceed. The committee are very impressed with her ideas.

5. Confirmation of Minutes

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

Zelda/Michelle

Carried

6. Matters Arising

- 6.1 The hanging baskets have all been planted and will be hung up in Main Street by Rotary.
- 6.2 The committee has decided not to proceed with the Bee Aware project.
- 6.3 The presentation of the community service award to Bruce Lea will be held on Monday 19th October at 5.30pm, and supper will be provided.

7. Correspondence In

- Waireka Community Trust - Grant application decline letter for the edible walkway
- Waireka Community Trust - Grant application approval of \$25,000 for the Wheel Park project
- Bush Schools Principals Association grant application
- Grant application from Rachel Cannon
- Grant application from the Pahiatua Repertory Society

That the inwards correspondence be received.

Gerry/ Brett

Carried

8. Financial Report

Report given by John

8.1 Accounts to be passed for payment:

Horizons - Rates	\$178.03
Sirocco - Harvard	\$15,000
Christmas lights	\$3875.50

That the financial report be adopted.

John/Michelle

Carried

9. Discretionary Grants

9.1 That the committee declines the application made by Rachel Cannon, and agrees to exclude all international sport representative applications from the Pahiatua On Track discretionary grant fund, and

That these applicants apply for funding through the Tararua District Council International Representatives Scheme.

Louise/Zelda

Carried

9.2 That Pahiatua On Track approves the application made by the Bush Schools Principals Association, and that the sum of \$500.00 be granted.

Louise/Gerry

Carried

9.3 That the Pahiatua On Track committee requests clarification on the financial information given on the Pahiatua Repertory Society application, with Louise to phone Dave Chisholm and report back to the committee.

Louise/Michelle

Carried

10. Portfolio Reports

10.1 Harvard Plane

The plane is being removed on Friday and the new plane will be installed soon after. Brett and John are to work together on details for the opening of the new Harvard plane.

10.2 Sport

The committee have been applying for grants. A donation of \$250.00 was made from Jacob Bennett, and a letter of thanks will be sent to him.

10.3 Keep New Zealand Beautiful Week

There was another successful campaign this year. Having the skip bin located at RD 1 worked really well, and the support RD 1 gave during this week is appreciated.

10.4 Christmas Lights

The eight additional lights have arrived. All of the Main Street Christmas lights will be going up in November.

11. Items Not on the Agenda

11.1 Palmerston North Commuter Bus Service

Pahiatua On Track have been asked again if Pahiatua would be interested in setting up this service. The committee were unsure whether there would be sufficient demand for this, and thought that Horizons could advertise that a bus service leaves from Woodville to accommodate the early morning commuters who have employment in Palmerston North.

11.2 Polish Reunion

A small number of people involved with the 70th Polish Reunion are very keen to come back to Pahiatua this year. Louise will follow up to seek further details regarding a Polish exhibition to be set up here in Pahiatua.

The meeting was closed at 7.50pm.

Chairperson

WOODVILLE DISTRICTS' VISION

Minutes of a meeting of Woodville Districts' Vision held in the Village Hall on Tuesday 6 October 2015 commencing at 7.00pm.

PRESENT

B Hutton, G Murray, S McLeod, P Johns, P McCool, K McIntyre, Cr T Collis, R Winter, M Oulaghan, D Pretty, A Devonshire, M Reuben, Ray Cannon (Taratua Alliance), Wayne Wallace (Horizons), John Barrow (Horizons)

APOLOGIES

M Souden, J Coombe

MINUTES OF THE PREVIOUS MEETING

That the minutes of the meeting held on 1 September 2015 be accepted as a true and correct record of the meeting.

R Winter/B Hutton

Carried

MATTERS ARISING

Trip Advisor – This is not yet completed.

Jude Coombe represented WDV at the Woodville football year-end event.

INVITED GUESTS

Wayne Wallace and Cr John Barrow from Horizons spoke to the meeting on proposed transport plans. Horizons have confirmed their support and Palmerston North City Council have also expressed an interest in the plans.

Community Vehicle Trust

- Two to three years ago Wayne spoke to WDV with regard to a community vehicle trust that was operating in Canterbury and had been successfully implemented in Dannevirke. The transport can be for any reason, the cost to the passenger is that of the trip, and it is non-profit. Learning from the process in Dannevirke the community must take ownership of the trust.
- The community trust is set up for people who do not have access to vehicles or who have lost mobility.
- Community Car – The community raises money for providing the car. Horizons can give an annual grant to assist with the cost.
- Boundaries are up to the trust. Dannevirke do have a trust.
- Bob Dresser may help with setting it up.

Commuter Transport through to Palmerston North

- The service will target commuters.
- A survey is proposed to ascertain interest to include Pahiatua, Dannevirke and Woodville. It will go into local newspapers, the Council's website and a letterbox drop.
- Rose Coachlines provide a school bus service from Dannevirke through to Palmerston North each school day; it is predominantly a school service, however, they do take adults.
- Currently there is no subsidised bus travel on public transport.

Pedestrian Crossings

Sue McLeod introduced Ray Cannon, Planning Manager for the Tararua Alliance to speak to the meeting on the pedestrian crossings placement.

- Stormwater and water line at the kea crossing has been replaced and relocated 20 metres towards town.
- The school is no longer using the kea crossing.
- This has been raised with the New Zealand Transport Agency who responded with a letter advising they will not be doing any more work on the kea crossing.
- The crossing outside Café 88 requires a car park to be removed on the Dannevirke side to ensure safety.
- Mark Taylor proposed that the crossing be moved to the corner of Vogel and Ross Streets (outside what is currently Alias Grace).
- If the community wants the crossing moved and the kea crossing removed then the Council need to be advised.
- Do we need the crossings? Yes – for the elderly and those with mobility issues.
- There are other alternatives, e.g. digital signage; however, this is expensive.
- The next Road Safety Group meeting is held in November. Sue McLeod will continue to ensure progress is made on this matter.
- Sue McLeod thanked Ray Cannon and Mark Taylor for their work on this process to date.

CORRESPONDENCE

Inwards: V James re branding

Outwards: MaxTarr re invoice

That the correspondence be accepted.

M Oulaghan / P Johns

Carried

REPORTS

Treasurer's Report

- A reminder to those yet to become financial members, subscriptions are now due.
- Paid 50% of the picnic tables cost for Fountaine Square, and will pay the balance upon receipt of the tables.
- SPCA - \$500 paid from the discretionary grant fund.
- Treasurer's report tabled

That the Treasurer's report be accepted and the accounts as listed be paid.

P McCool / K McIntyre

Carried

Cr T Collis – Council Report

Cr Collis spoke to her tabled report attached as appendix 1. Topics referred to included:

- New stage 3 Saddle Road route upgrade funding of \$3.7m.
- The Council by-election closes on 28 October.
- Manholes are to be installed on the sewer network.
- Replanting of bare patches in the town centre gardens as part of the renovation programme across the district has begun.
- The future development of Fountaine Square consultation process has begun.
- Budget Waste is now selling rubbish bags in Woodville.
- Whales have developed in the number 2 pond.
- CCTV
- Removal of contamination from Council owned sites in Woodville (ex Infracon).
- Rural Broadband initiative
- Raewyn Murray was farewelled from the library.
- Woodville Civil Defence Response Group has held two meetings and the next is on 22 October.

Events and Promotion

- Christmas Parade
 - The cost of lights and flags is prohibitive. Flags are not fit for purpose.
 - Recommendation from the Executive meeting that the existing lights and flags are not utilised this year and that alternative options be explored, e.g.
 1. Artificial lit trees to be displayed in shop windows. Owned by WDV but power supplied by the business.
 2. Large Christmas tree in the New Central car park - This could be a potential risk of fire.

- After discussion, it was also suggested that a letter go to the Council seeking their assistance in putting up and taking down the flags for the Christmas season. The choice of flags would be Council's – might do Christmas with a generic Council flag at other times.
- There is potential for the Council to support all towns in the district.
- It also needs to be raised in the Annual Plan.

That funding of \$6.2k be approved (as per the Christmas parade expenses tabled).

B Hutton / K McIntyre

Carried

- Woodfest

Application tabled for funding of \$2k to meet the costs of the woodchoppers, which is one of the main attractions.

That the funding application be approved.

R Winter / B Hutton

Carried

- Lindauer Studio

- The selection of candidates is progressing.
- It is reiterated that this would bring people into town, that there would be a high level of media attention/advertising (positive) for Woodville with economic benefit to the town.
- Lindauer is Woodville's – He lived here, painted here and is buried here. Woodville is the town of excellence in all matters 'Lindauer'.
- Need to continue to raise awareness nationally.

GENERAL BUSINESS

- Plans for the toilet – Drawings are good but they still need pricing.
- Play Centre application was received seeking funding for painting the building. Total cost is approximately \$12k, and seeking funding of \$2.2k. Recommendation of the Executive that this be declined with the suggestion of approaching alternative sources, e.g. Woodville Lions and/or Pub Charity.
- Alcohol Ban in the Woodville Town Area – It was discussed applying a 24/7 ban within the 50km area. This would require a consultation process before going to the Council and becoming a bylaw.

There being no further business the meeting was closed at 9.10pm.

Cr T Collis Report

- Following meetings involving the Mayors of Manawatu, Palmerston North and Tararua Councils, the New Zealand Transport Agency and the Minister of Transport it has been advised a new Stage 3 Saddle Road route upgrade funding of \$3.7m was approved.
- By-election - Voting opens on 6 October and closes on 28 October at noon. Provisional results will be available on the day and the official declaration on 2 November.
- The Alliance has a number of manholes to install on the sewer network in Woodville. These manholes are to break up the distance between current manholes into shorter sections. This will enable Interflo to reline the mains and help address some of the current infiltration problems.
- The Alliance is currently tracking at less than two days to investigate, report, programme and communicate back to the initiator of the CRM. The CRM system worked on Grey Street footpath. The CRM that I lodged on behalf of a resident and when I checked tonight all the areas have been marked.
- The parks and reserves garden renovation programme has begun, albeit that they have battled an unseasonably cold and stormy October. The first job is a large garden replant in the Upper Domain, replanting bare patches in the Woodville town centre gardens and a district wide turf weed spraying programme.
- A public consultation process regarding the future development of Fountaine Square in Woodville has commenced with a workshop with pupils of Woodville School to gauge their views on what the Square should look like. The intention is to consult with key stakeholders and the public, and from there to develop a master plan for the Square. In the absence of such a plan, it is very easy for the Square to develop piecemeal, and to not meet the needs of the public overall.
- Budget Waste is now selling rubbish bags in Woodville. The bags are cheaper than Council stickers, and it is hoped that as people realise this there will be a gradual transition to the Council moving out of the kerbside collection. Contractors will continue to pick up both Council stickered bags and Budget Waste bags until the contract ends in 2017.
- The number 2 pond in Woodville that was relined has developed several whales from the gases underneath the pond not being able to disperse. This pond is being emptied at present for the Viking relining team to assess and rectify this issue. I have visited the site as well as all sites in the south of the district.
- Woodville Flats – All of the flats in the Centennial and Ruahine complexes have been filled.
- Woodville Campground - A meeting will be held with Kathy Dever-Tod, Peter Johns, Gerard Murray, Alex Devonshire and myself.
- Work is nearing completion on generic documents, including a memorandum of understanding on access for the NZ Police to Crime Prevention of CCTV systems. The NZ Police are now giving formal notice of the first stage of the CCTV system for Woodville. Six notices have been put in shop windows.

- Infracon (In Liquidation) – The Council owned sites vacated by Infracon have been identified, and some tidying up was carried out at the Woodville depot but further issues have been identified. To comply with environmental standards the Council has contracted an experienced and qualified company to test and oversee the removal of any contamination.
- Bluff Road - Clarity is required over land ownership around Bluff Road public access to the Manawatu River. A survey of the area around the Bluff Road - Manawatu access point has been arranged with approval from the adjacent land owner. Land Information NZ has been advised and the work is planned for completion by the beginning of October 2015
- Rural Broadband Initiative 2 - The initial MBIE list of Tararua towns to potentially receive RBI2 funding now includes Pahiatua and Woodville. This is preliminary and does not mean the town will be guaranteed funding, but it is very promising. A very big thank you to Peter Wimsett for the hard work he has done regarding this matter.
- Economic Development - TDC attended the Auckland Home Show and had a standout site. They displayed properties for sale from around the Tararua district, gave out 1500 promotional items, and held 160 full conversations with interested people and 38 people left their email address and requested further information. Mayor Roly Ellis attended and worked exceptionally hard alongside the staff.
- If you are at the Palmerston North airport have a look at the promotional billboard 7.2m x 2.2 high for Tararua promoting Waihi Falls and the choice of activities in the district.
- I-Site Regional Meeting - Funders Conference - I will be attending this in Wellington with Lianne Simpkin. The focus of the conference is to ensure councils gain a better understanding of ownership and funding, history and current structure, why have I-Sites, current challenges and solutions, and benefits to the local community.
- The Economic Impact Analysis of the I-Site network report states that across the regions the average income returned to households for every \$1 provided in public funding is \$5.20, while the average GDP return generated by the I-Sites equates to \$8.70 per \$1 of public funds invested.
- Raewyn Murray was farewelled from the library.
- Woodville Civil Defence Response Group has held two meetings and the next is on 22 October.
- Projects and Key Contracts
 - A new internal control system has been created where all projects in the district are listed and progress is documented. This will be updated regularly and will give councillors greater detail on all projects in the district.
 - Woodville's projects are:
 - Woodville impounded supply
 - Woodville library
 - Civil Defence Plan
- Christmas decorations were discussed at the Council meeting.



Report

Date : 20 October 2015
To : Mayor and Councillors
Tararua District Council
From : Raj Suppiah
Chief Financial Officer
Subject : **Adoption of the 2014/15 Annual Report**
Item No : **10.1**

1. Reason for the Report

- 1.1 The reason for this report is to present for the Council to adopt the 2014/15 Annual Report in accordance with Section 98 of the Local Government Act 2002.

2. Background

- 2.1 The Annual Report aims to achieve the following:
- To compare the actual activities and the actual performance of the local authority in the year with the intended activities and the intended level of performance as set out in respect of the year in the long-term plan and the annual plan; and
 - To promote the local authority's accountability to the community for the decisions made throughout the year by the local authority.
- 2.2 Each Annual Report must be completed and adopted by resolution within four months after the end of the financial year to which it relates.
- 2.3 The information contained in the Annual Report must include an auditor's report on the matters required by Section 99 of the Local Government Act 2002.

3. Significance Assessment

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

4. Significant Changes to the Pre- audit Draft Submitted in August 2015

4.1 Transitional changes due to new public accounting standards

- 4.1.1 Due to the introduction of the new public accounting standards (International Public Sector Accounting Standards for Public Benefit Entity – PBE IPSAS), the Council had to make the following significant changes to the current and prior year's financials:

- Council rates remissions, penalties, and discount are to be recorded as a reduction/ (addition for penalties) against rates revenue as this is essentially foregone revenue and consistent with the tax expenditures guidance of PBE IPSAS 23. These changes were reclassification only and had no impact on the bottom line;
- Disclose receivables and payables split between exchange and non-exchange;
- Include additional disclosure note and the note to describe the adjustments to prior year financial statements i.e. Note 38 – Adjustments to the Comparative Year Financial Statements.

4.2 Revenue Variances

- 4.2.1 The Council had eliminated internal rates revenue from the presented financial statements. These are the rates paid by the Council for its own land. This had an impact on both rates revenue and expenses.
- 4.2.2 As indicated in para 4.1.1 above rates remissions, penalties, and discount were recorded as a reduction/ (addition for penalties) against rates revenue.
- 4.2.3 We budgeted for \$2 million subsidy from the NZ Transport Agency for the Saddle Road upgrade. However, we were only able to recognise \$1.5 million, as part of the upgrade related to sections of road belonging to the Manawatu District Council and Palmerston North City Council.
- 4.2.4 The forestry revenue is now recognised as gross, and it is not netted against expenses. This had an impact on disclosures for forestry revenue, expenses, revaluation gains and recognition of inventory at year-end.

4.3 Expenses Variances

4.3.1 The Council had eliminated internal rates revenue from the presented financial statements. These are the rates paid by the Council for its own land. This adjustment had an impact on both rates revenue and expenses disclosures.

4.3.2 Landfill provisions both for the Pongaroa and Eketahuna landfills were increased. The cash outflows for landfill post-closure costs are expected to occur over the next 40 years. The long-term nature of the liability means that there are inherent uncertainties in estimating costs that will be incurred. The provisions have been estimated taking into account known future technology.

For the 2014/15 year, the Council has increased the estimates for the landfill closure of both Eketahuna and Pongaroa to \$390,000 (2013/14: \$240,000). This is due to increased cost and meeting higher consent conditions for land closure and aftercare.

4.4 Statement of Financial Position Variances

4.4.1 Recognition of a forestry inventory (logs sitting on the wharf and not yet sold) and carbon credits as intangible assets.

4.5 Equity Variances

4.5.1 Variances in accumulated funds are mainly due to finalising the transfers between special funded reserves and changes in year-end position in the comprehensive revenue and expense statement.

5. Subsidiary Audits

Infracon Limited (in Liquidation)

5.1 For the year ended 30 June 2015, and 2014 comparative, the Council has not consolidated the financial statements of Infracon Limited (in liquidation), as the company was placed into liquidation on 25 August 2014 and has not prepared any audited financial statements.

5.2 For the 2014/15 financial year, the Council was not able to obtain complete financial information from the company prior to liquidation, for the period 1 July 2014 to 24 August 2014, to prepare the consolidated financial statements. The Council and Audit New Zealand assessed that the unaudited financial transactions for the period 1 July 2014 to 24 August 2014 were significant for consolidation. Hence, similar to the 2013/14 consolidated financial statements, the Council's 2014/15 consolidated financial statements is not compliant with the requirements of the Local Government Act 2002 and NZ GAAP, as the Council has not prepared consolidated financial statements.

- 5.3 However, the Council's financial statements (the parents) have been prepared in accordance with NZ GAAP. They comply with PBE IPSAS, and other applicable financial reporting standards, as appropriate for public benefit entities.
- 5.4 The six monthly progress report from the liquidator for the period ending 24 August 2015 indicated that there are still outstanding creditors' claims, a small amount of residual stock to be sold and unpaid receivables to finalise before the liquidation is completed. The report showed that the liquidator's anticipate making a distribution to the shareholders. However, no distributions can be made until all creditor claims have been determined and paid. The Council will receive 66% of any cash balance remaining on finalisation of the liquidation.
- 5.5 The Council is only able to quantify reliably the shareholder distribution once the liquidation is complete given the complexity of some of the claims and the potential further cost that will be incurred by the liquidator resolving the claims. A disclosure to this effect is included in Note 34 – Contingent Asset and Liabilities.

Tararua Aquatic Community Trust

- 5.6 The audited financial results for the Tararua Aquatic Community Trust are included in the "Governance over Council Controlled Organisations" section of the Annual Report. The Council has not met the definition of Control in PBA IPSAS 6 and therefore has not consolidated the Tararua Aquatic Community Trust in its financial statements.

6. Capital Expenditure Budgets Carry Forwards

- 6.1 For the financial year 2014/15, the Council had budgeted a total of \$22.9 million for capital expenditure. During the year as part of the planning process for the 2015-25 Long Term Plan \$4.7 million was carried forward.
- 6.2 The total spent for the year was \$13.6 million. The details for the capital expenditure are in the "Capital Expenditure Report" in pages 46 to 66 of the Annual Report. The growth, level of service and renewal expenditure:

Summary of Capital Projects

	Carry forward Budget to June 2014 \$000s	Budget 2014/15 \$000s	Authorised Revision \$000s	Total Annual Budget \$000s	Year to June 2015 \$000s	Total Budget Remaining/ (Overspent) \$000s	Carried Forward \$000s
Growth	80	14	(86)	8	2	6	7
Level of Service	6,980	4,663	(4,088)	7,556	6,223	1,333	1,086
Renewals	2,440	8,718	(497)	10,661	7,338	3,323	3,059
Grand Total	9,500	13,395	(4,671)	18,224	13,563	4,661	4,131

7. Recommendation

- 7.1** *That the report from the Chief Financial Officer dated 20 October 2015 concerning the Adoption of the 2014/15 Annual Report (as circulated) be received, and*
- 7.2** *That the Council confirms and approves the carry over of \$4,131,000 for capital budgets to be spent in the 2015/16 financial year, and*
- 7.3** *That the Council resolves not to prepare a consolidated Annual Report due to the Infracon audited accounts not being available due to their liquidation, and acknowledging that this action will result in the Council receiving an adverse audit opinion from Audit New Zealand, and*
- 7.4** *That the audited Annual Report for the year ended 30 June 2015 be adopted subject to the correction of any typographical errors.*

Attachments

Nil.



Report

Date : 21 October 2015

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 : **10.2**

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 \$3,750.00.
- 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 the Application Received

- 3.1 An application has been received from Rachel Cannon who has been selected to represent New Zealand at the International Mounted Games U17 World Team Championships in Ocala, Florida, USA from 23 to 29 November 2015.

- 3.2 The Mounted Games involves seven countries including New Zealand, 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 be intelligent.
- 3.4 The application submitted by Miss Cannon seeks to raise funds towards the costs she will incur travelling to the International Mounted Games. The estimated total from her is \$13,312.00.

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.
- 5.2 In accordance with the Scheme's guidelines, the following recommendation is made for the Council's consideration.

Recommendation

That the report from the Recreation Officer Sport Tararua dated 21 October 2015 concerning the Grant Application of Rachel Cannon to the International Representatives Scheme (as circulated) be received, and

That the Council approves the application made by Rachel Cannon for assistance towards her costs to represent New Zealand at the International Mounted Games Under 17 World Team Championships held in Ocala, Florida, United States of America from 23 to 29 November 2015, and

That the sum of \$800.00 be granted from the International Representatives Scheme for this purpose.

Attachments

1. International Representatives Scheme - Rachel Cannon



GRANTS FOR INTERNATIONAL REPRESENTATIVES APPLICATION FORM

WHAT SPORT ARE YOU REPRESENTING NEW ZEALAND IN?

Mounted Games (horse riding)

Date Travelling:

Nov 19th ^{Thurs 2015} ~~(Fri)~~

Date Application Complete:

Sept 18th 2015

Completed applications must be received by the Administrator one month prior to travel. Applications received within a month of travel will not be eligible unless you are 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 -

1. **Name of National Sporting Body:** New Zealand Mounted Games Association Inc.
Contact person: Richard Egging.
(President/Secretary/Other)
Address: 421 Paratu Road, RD,
Walton 3475, Waikato.
E-mail: louis.egging@gmail.com
Phone Number: 07 8883622 (Home)
Phone Number: 021 828 276 (Mobile)
2. **Name of International Representative:** Rachel Cannon
Residential Address: 51 Hopelands Rd, RD1
Woodville 4997
E-mail: srcannon@extra.co.nz
Phone Number: 06 376-5218 (Home)
Phone Number: 027 230 6328 (Mobile)
4. **The Event:**
- (a) **Description of the event:** International Mounted Games Association Under 17 World Team Championships.
- (b) **Date of event:** 23 Nov - 29th Nov 2015
- (c) **Venue for event:** H.I.T.S Showgrounds, Ocala, Florida
USA.
- (d) **State the importance of the event in the eyes of the individual:**
Horse riding is a passion of mine
and to compete as a team at
this level is a dream come
true!
- (e) **Please list other countries involved in this event:**
USA, Canada, Wales, Australia,
NZ, Switzerland, England.

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

NO

6. Have you received funding for this event from:

	Yes	No	Value
National Sports Organisations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
SPARC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
New Zealand Olympic and Commonwealth Games Association	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

7. Other Sources of Funds

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

Please see attached costing sheet - shows costs as well as funds received.

At this stage not applying for any funds from other sources.

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

See attached costing / income sheet, please

- (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 -

8. 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 sports organisations, SPARC, New Zealand Olympic and Commonwealth Games Association.
 - Other sources of funding received and/or applied for.
- ☒ (c) A **sporting CV** of achievements of to date, specific to this application.

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

I am a Tararua person, having lived in Tararua all my life, attending a primary school and secondary school in Tararua. I am hoping my representing NZ will encourage other young Tararua people to excel in their chosen activity.

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

10. 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 which acknowledge the support of 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 role model visits to schools or coaching services/workshops. This will be discussed with the recipient when notification is received that their grant is successful.
- In the event of non-attendance the grant will be repaid within 90 days.

Signed:

Rachel Cannon

Dated:

17/9/15.

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

Walton, 6/4/1015

Dear Rachel Cannon,

Congratulations, you have been selected by the selectors of NZMGA to represent New Zealand at the Mounted Games Under 17 World Team Championship to be held 23th-29th of November, 2015 in Ocala, Florida, USA..

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: Florida, USA

19 Nov to 6 Dec 2015

18.00 Days

Car/van hireage	\$ 150.00 pp		300.00
Flights	\$2,356.00 pp	2	4712.00
Accommodation	\$ 1,000.00 pp	2	2000.00
Food/Fuel	\$ 100.00 Day	17	1700.00
Rachel insurance			300.00
Entry fee (includes pony hireage)			1100.00
Uniforms			500.00
coaches expenses			800.00
teams gifts			60.00
USA Visa	\$ 20.00 pp	2	40.00
Misc			500.00
Training costs and travel within NZ (Aug-Nov)			1300.00
	Sub Total		13312.00
Private Fundraising			-2100.00
team fundraising share			-500.00
Flight grant share			-1274.00
NZMGA (share)			-230.00
	Sub Total		-4104.00
Mum and Dad			9208.00

51 Hopelands Road,
RD1,
Woodville

06 376 5218

17th September 2015

Dear Natarsha,

SPONSORSHIP: Rachel CANNON

Over the past 12 years, I have been following my passion for riding ponies, starting when I was about 4 years old. Three years ago I took up the riding discipline of mounted games (MGA), first at Pony Club level and now at NZMGA level (for the past two seasons), competing at Horse Of The Year (HOY) 2014 and 2015, finishing 6th in the Pairs with my sister, Allysha, this year.

Mounted Games is a fast paced, action packed discipline with riders and mounts displaying an incredible amount of fitness, training and skills

At HOY 2015, trials were held for the U17's selection for the World's Teams Championship, Florida, USA, for November this year. The selectors watched us compete and at another time, rode each other's ponies to show we could ride unfamiliar ponies, as we have ponies supplied at World's for us.

From this selection, I was named in the team of 6 (5 compete, the 6th rider is the travelling reserve). From the start of August, through to the end of October, for nearly all of the weekends, I will be travelling either to Hawkes Bay, Turangi or Hamilton for training and competitions before we leave for USA – a huge cost and time to mum and dad.

I am writing this to ask for financial support from Tararua District Council. Thank you for considering my application.

I am happy to come along after World's to talk about my experience.

Regards



Rachel Cannon

RACHEL CANNON

Athlete resume



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



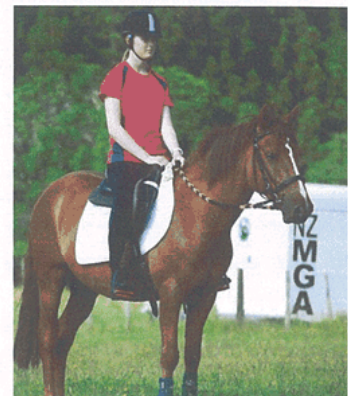
I am in my third season of doing NZ Mounted Games (NZMGA), having got interested in games through my local pony club.



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



Report

Date : 20 October 2015
To : Mayor and Councillors
Tararua District Council
From : Richard Taylor
Governance Manager
Subject : **Review of Representation Arrangements**
Item No : **10.3**

1. Reason for the Report

- 1.1 The Council's initial representation arrangements proposal for the 2016 local authority elections has been open to consultation, with one submission received through that process.
- 1.2 To progress the representation review this report considers the matters raised in that submission and determining the final representation arrangements proposal.

2. Background

- 2.1 At the Council's meeting held on 29 July 2015 it was resolved that the initial proposal concerning the district's representation arrangements for the 2016 local authority elections be based on retaining the status quo as follows:

Council

Two wards (North and South) with four members each and a Mayor elected at large

Community Boards

Two community boards (Dannevirke and Eketahuna) each with four elected members and one Council appointed member

- 2.2 In determining this proposal, the Council noted and acknowledged that the existing system provides a fair system of representation for the Tararua district.
- 2.3 The population ratios for each ward fall within the range of the +/-10% rule of the Local Electoral Act 2001.

- 2.4 This proposal was publicly notified in the Bush Telegraph on Monday 10 August 2015, and submissions were invited closing on Tuesday 22 September 2015 at 12noon.
- 2.5 One submission was received in response to the initial proposal, and the Council heard that submission (from Tararua Federated Farmers) at its meeting held on 30 September 2015.
- 2.6 The Council is required to consider this submission prior to determining its final representation arrangements proposal.
- 2.7 A copy of the submission was previously circulated to the Council within the September meeting agenda.

3. Matters Raised in the Submission

- 3.1 The submission received from Tararua Federated Farmers was in favour of the Council's initial proposal, and the matters raised made reference to the following:
- The value of strong rural representation for the district is acknowledged.
 - The proposed representation arrangements for the Tararua district, including the retention of the current two ward system, are supported because of the need to have representation for distinct communities of interest.
 - This allows the Tararua District Council to continue to represent and respond to the needs of its rural communities that contribute to the social and economic fabric of the district.
- 3.2 The submission endorses the Council's initial representation arrangements proposal, and it agrees that the basis provides recognition of the following:
- Communities of interest
 - Effective representation of communities of interest
 - Fair representation of electors
- 3.3 As such, the submission conveys acceptance of the initial proposal, and it does not seek any specific changes to the district's existing representation arrangements.
- 3.4 Therefore, following the completion of the consultation process, the issues noted have a clear relationship to support confirming the initial proposal as the final proposal for the reasons previously identified by the Council.
- 3.5 Public notice is required of the final proposal, including stating the matters considered in determining any amendments and the rejection of submissions.

4. Assessment of Options

- 4.1 Given that the submission received supports the Council's intentions, no changes are required to the initial representation proposal.
- 4.2 The submission should therefore be accepted, and the initial proposal is confirmed as the Council is satisfied that these arrangements provide for the fair and effective representation of the district's communities of interest and its electors.
- 4.3 No reasons appear to exist to amend the initial proposal as the community has not raised any issues or requested specific changes be considered.

5. What Happens Next

- 5.1 Once the Council has determined its final representation arrangements proposal this will be notified in the Bush Telegraph on Monday 2 November 2015.
- 5.2 The ability to appeal the Council's decision is available to the submitter (Taranua Federated Farmers), and any such appeal must relate to the matters raised in their submission.
- 5.3 If the Council's final proposal differs from the original proposal then any person may lodge an objection stating the matters that they oppose.
- 5.4 Appeals and objections must be forwarded in writing, and close on Thursday 3 December 2015 at 12noon.
- 5.5 Any appeals or objections made against the final proposal will be referred to the Local Government Commission for determination.

6. Significance Assessment

- 6.1 The matter of considering the representation arrangements for the district is significant, and it involves public consultation with the community.
- 6.2 This review is undertaken in accordance with the statutory requirements of the Local Electoral Act 2001, and takes into account the relevant sections of the Local Government Act 2002.

7. Conclusion

- 7.1 The Council's initial proposal for the district's representation arrangements concerning the 2016 local authority elections has been the subject of consultation, with no changes requested to the existing basis.

- 7.2 The one submission received favours the continuation of the status quo, and supports the confirmation of the initial proposal to provide for the effective representation of communities of interest and the fair representation of electors.
- 7.3 Acknowledging this outcome, the following recommendation is made for the Council's consideration.

Recommendation

That the report from the Governance Manager dated 20 October 2015 concerning the Review of Representation Arrangements (as circulated) be received, and

That the Council notes the outcome of the consultation on the initial representation arrangements proposal for the district resulted in no changes being requested to the existing basis, with the one submission forwarded favouring the continuation of the status quo, and

That the Council, having considered this submission and the matters required in undertaking the review of the representation arrangements for the district, adopts its initial proposal as the final proposal set out hereunder:

That for the 2016 local authority elections of the Tararua District Council and the district's two community boards the existing arrangements be retained as follows:

Council Representation

- *Two wards (North and South) with four members each and a Mayor elected at large*
- *The two wards reflect the following identified communities of interest:*

North Tararua Ward

Dannevirke and the surrounding rural areas, including Norsewood, Ormondville, Weber, Herbertville, Pongaroa and Akitio

South Tararua Ward

Woodville, Pahiatua, Eketahuna and the surrounding rural areas, including Mangatainoka, Makuri, Tiraumea and Alfredton

The population that each member will represent is as follows:

Ward	(2014 estimate) Population	Members	Population Per Member
North Tararua	9,550	4	2,388
South Tararua	<u>7,820</u>	<u>4</u>	<u>1,955</u>
	17,370	8	2,171

These population ratios fall within the range of 2,171 (1,954 to 2,388) in respect of the +/- 10% rule of the Local Electoral Act 2001.

The Council considers that this ward arrangement for its representation based on the above is appropriate for the following reasons:

- *That the two ward, eight councillors system provides a fair system of representation for the Tararua district.*
- *That the communities of interest in the context of the Tararua district are effectively represented through the existing ward boundaries, and take into account the distinct outlying rural areas that are isolated.*
- *That the ward boundaries coincide with boundaries of mesh blocks and community boundaries so far as is practicable.*
- *That any alterations to change ward boundaries have not been requested by the community through submissions to the initial proposal, thereby indicating general satisfaction with the basis of these arrangements.*

Community Board Representation

- *Two community boards (Dannevirke and Eketahuna) each with four elected members and one Council appointed member*
- *The two community boards reflect the following identified communities of interest, and will not be subdivided for electoral purposes:*

Dannevirke Community Board

Dannevirke and the surrounding rural areas, including Norsewood, Ormondville, Weber, Herbertville, Pongaroa and Akitio

Eketahuna Community Board

Eketahuna and the surrounding rural areas, including Tiraumea, Alfredton, Hamua, Hukanui, Nireaha, Rongomai, Putara, Rongokako, Kaiparoro and Newman

Attachments

Nil.



Report

Date : 21 October 2015

To : Mayor and Councillors
Tararua District Council

From : Chris Edsall
Alliance Manager

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

Item No : **10.4**

1. Reason for the Report

- 1.1 The Dannevirke Chamber of Commerce, Woodville Districts' Vision, Pahiatua On Track and the Eketahuna Our Town Committee have made applications for road closures on various dates in November and December as set out below, in order to hold annual their annual community Christmas parades, and the Pahiatua Christmas festival event. These closures have 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 28 September 2015.
- 1.3 The various groups have asked that the Council's public liability insurance cover these events, as has been done in the past.
- 1.4 The traffic management plans for the events are being reviewed by the Alliance.
- 1.5 The applications and traffic management plans relating to State Highways have been provided to the New Zealand Transport Agency for review and approval, and there is no reason to expect such approval will be withheld.

2. Recommendation

That the report from the Alliance Manager dated 21 October 2015 concerning road closures applications 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 resolves to close the following roads for the purpose of allowing the Dannevirke Chamber of Commerce, Woodville Districts' Vision, Pahiatua On Track and the Eketahuna Our Town Committee to hold community Christmas events as follows.

Dannevirke Christmas Parade

Road name: Stanley Street, from London Street to Miller Street (State Highway 2)

Road name: High Street, from Miller Street to Swinburn Street (State Highway 2)

Date of closure Saturday 5 December 2015

Period of closure: 12.00pm to 1.30pm

Woodville Christmas Parade

Road name: Vogel Street, from Fergusson Street to Ross Street (State Highways 2 and 3)

Road name: Fergusson Street, from Vogel Street to Pollen Street

Road name: Grey Street, from Pollen Street to Atkinson Street

Road name: McLean Street, from Vogel Street to Atkinson Street

Road name: Ormond Street, from Pollen Street to Atkinson Street

Date of closure: Saturday 12 December 2015

Period of closure: 11.30am to 1.00pm

Road name: Ormond Street, from Vogel Street to Bowen Street

Road name: Pollen Street, from McLean Street to Ross Street

Road name: Bowen Street, from McLean Street to Ross Street

Date of closure: Saturday 12 December 2015

Period of closure: 7.00am to 2.00pm

Pahiatua Christmas Parade

Road name: Main Street, from Dawson and Edward Streets to Churchill and George Streets respectively (State Highway 2)

Date of closure: Saturday 5 December 2015

Period of closure: 11.30am to 1.00pm

Pahiatua Christmas Festival

Road name: Main Street, from Wakeman and Tui Streets to Princess Street and Mangahao Road respectively (State Highway 2)

Date of closure: Sunday 13 December 2015

Period of closure: 1.00pm to 4.00pm

Eketahuna Christmas Parade

Road name: Main Street, from Bengston Street to Church Street (State Highway 2)

Date of closure: Saturday 28 November 2015

Period of closure: 11.00am to 1.00pm

Attachments

1. Dannevirke Christmas Parade Application
2. Dannevirke Christmas Parade TMP
3. Woodville Christmas Parade Application, State Highways
4. Woodville Christmas Parade Application, Non-State Highway
5. Woodville Christmas Parade TMP
6. Pahiatua Christmas Parade Application
7. Pahiatua Christmas Parade TMP
8. Pahiatua Christmas Festival Application
9. Pahiatua Christmas Festival TMP
10. Eketahuna Christmas Parade Application
11. Eketahuna Christmas Parade TMP



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.tararuaDC.govt.nz

Application made under Tenth Schedule of the
Local Government Act 1974

Date Received 16/09/15

Application Fee: \$100.00

Receipt No: To Invoice

THE APPLICANT

All contact details must be in New Zealand

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

Dannevirke

Chamber of Commerce

Contact Person:

Ernie Christison

Mailing Address:

P.O. Box 238, Dannevirke.

Contact:

Daytime:

Mobile:

027 4428099

After Hours:

Fax:

Email Address:

DETAILS OF REQUESTED CLOSURE(S)	
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[illegible]

(Attach a separate sheet if required)

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) *Horizon Hobbin to arrange*
- ☐ 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 *Letters Sent to the New Zealand Transport Agency, Dannevirke Police, Dannevirke St John Ambulance, Automobile Association, and Duke Community Board.*
- ☐ Other documentation in support of your application (specify) _____

The Christmas parade is an annual community event free of charge to bring people to town and recognise the occasion of Christmas and its associated festivities.

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

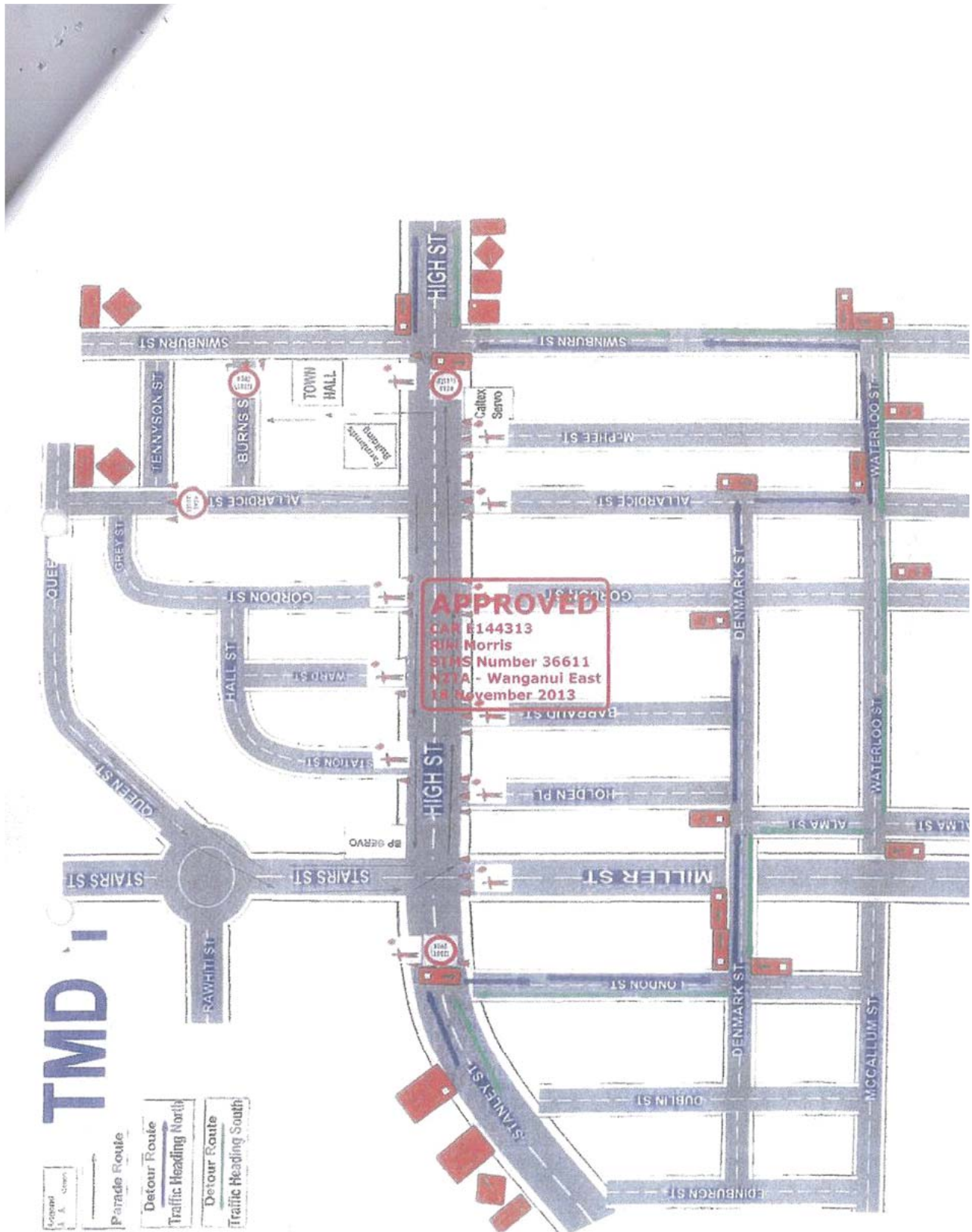
The information you have provided on this form is required so that your application for road closure can be processed under the Tenth Schedule of the Local Government Act 1974. The information will only be used for this purpose.

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.



Chamber of Commerce 16/9/15

ERNIE CHRISTISON
CONTRACTING
P.O. BOX 345
DANNEVIRKE

[Handwritten signature]

Dannevirke Christmas Parade

The Dannevirke Community Board (supported by the Dannevirke Lions Club) invites residents to come and enjoy the Dannevirke Christmas Parade on Saturday 5 December 2014 commencing at 12noon. Parade participants are to assemble at 11.15am in Queen Street adjacent to Prenters Ready Mix Concrete and the rail yards.

This year's theme is "cartoons", and there will be acknowledgement for entries to the following:

- Champion Theme Float
- Champion Christmas Float
- Champion Children's Float
- Overall Champion of Champions Float

Entry to the event is free of charge, and registration forms are available at the Dannevirke Information Centre. Entries close at noon on Friday 5 December 2014.

Dannevirke Christmas Parade

Saturday ~~10~~ December ~~2014~~ at 12noon

SH

2015

Registration Form

All entrants to the parade must register for the event through completing this form, and note the arrangements as outlined below:

- Read the attached information sheet.
- The Dannevirke Information Centre will receive all registrations that close at 12noon on Friday ~~5~~ December 2015.
- Complete all of the details on this form, then read and sign the agreement at the bottom.
- The theme for this year's parade is "cartoons."

Name of Entrant _____

Contact Person _____

Phone No _____ Home _____ Mobile _____

Our general theme will be _____

Approximate length of entry _____

Specify whether you will have your own music: Yes No (Circle as appropriate)

As a requirement of entry to the parade, you accept the following conditions:

- You will not have a Santa on your entry, as there is to be only one Santa in the parade.
- You will not throw sweets, other giveaways or water from your float at any time.
- You will ensure the safety of all people who are part of your float, with provision for safety, rails/handgrips, sunscreen etc. where necessary.
- You will have the utmost regard to road and public safety in the construction and operation of your float.
- You acknowledge that the organisers, sponsors and marshals are not liable for any injury or damage caused to or by parade participants.
- You will be at the assembly point in Queen Street by 11.15am for the marshalling of entries.

Signed _____

Dated _____

Dannevirke Christmas Parade

General Background

Thank you for entering the Dannevirke Christmas parade. This annual community event is organised by the Dannevirke Community Board with support from the Dannevirke Lions Club.

The entry form details this year's parade theme, and the Board encourages all entrants to use their imagination in reflecting this theme to help make the parade a vibrant and interesting event.

There will be acknowledgement for entries to the following:

- Champion Theme Float
- Champion Christmas Float
- Champion Children's Float
- Overall Champion of Champion's Float

Information for Entrants

Registration Number

All entries receive a registration number that will aid the judges in the identification of entrants. This number indicates your placement in the parade, as issued when you arrive at the marshalling area. You need to have space on both sides of your float for this purpose to place a sheet of A4 size.

On the Day

All entrants are required to report to the marshals in Queen Street by no later than 11.15am. There will be a checkpoint south of the Services and Citizens Club to provide your registration number and give instructions on where to assemble. Please securely attach your registration number to your float prior to the parade.

Parade Route

At 12noon the parade proceeds across the railway crossing and heads north down High Street to Farmlands. Marshalls will direct you through Farmlands car park to Burns Street, left onto Burns Street then up into Allardice Street.

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:	Contractor: Dannevirke Christmas Parade	Principal : Tararua Alliance/Chamber of Commerce		
			RCA: NZTA/TDC		
Location details and road characteristics	Road names and suburb		House no./RPs (from and to)	Road level	Permanent speed
	SH2 cross roads formed by SH2 Queen St & High St Dannevirke		772/2.818 to 772/3.680	LV1	50
Traffic details (main route)	AADT		Peak flows		
Description of work activity					
5th December 2015 Christmas parade The operation of the road closure of SH 2 through Dannevirke will start with TTM setup start 11.00am Road Closure from 12.00pm Parade start 12.30pm Road reopens 1.30pm TTM pack down 1.30pm					
Planned work programme					
Start date		05/12/2015	Time	11.00am	End date
					05/12/2015
Time				Time	1.30pm
Consider significant stages, for example:					
<ul style="list-style-type: none"> road closures detours No activity periods. 		yes yes Not required			
Alternative dates if activity delayed		Not required			
Road aspects affected (delete either Yes or No to show which aspects are affected)					

RCA consent (eg CAR/WAP) and/or RCA contract reference					
Pedestrians affected?	Yes No	Property access affected?	Yes No	Traffic lanes affected?	Yes No
Cyclists affected?	Yes No	Restricted parking affected?	Yes No	Delays or queuing likely?	Yes No
Proposed traffic management methods					
Installation <i>(includes parking of plant and materials storage)</i>	<p>On single direction carriageways signs must be deployed on the left side of the Road first, and then on the right hand side of the road, if required.</p> <p>On bi directional carriageways, signs should be erected by travelling around the Road network in a clockwise direction taking in each side road as they are passed. In this way all turns in and out will be to the left which is easier and safer:</p> <p>A: The first sign erected must be the advance warning sign.</p> <p>B: Remaining signs are placed in order from the advance warning sign until the Works end sign is reached. The vehicle then makes a loop on a single direction carriageway or simply turns around on a bidirectional carriageway to make the Next run. This process is continued until the sign network is complete.</p> <p>C: Tapers and delineation devices must only be placed once all signs have been installed.</p> <p>D: Before any construction equipment or materials are brought onto the worksite a drive through check of the worksite must be made in all directions including all side roads.</p> <p>This check must confirm that the worksite is:</p> <ol style="list-style-type: none"> 1) safe 2) to the minimum standard shown in the TMP and that: 3) the restriction to traffic flow is reasonable 4) the signs and delineation devices give clear messages to road users, and 5) the signs and delineation devices are securely erected and will remain in their correct position under the 6) Expected traffic volumes and weather conditions. 				
Attended (day)	<p>[SITE PERSONNEL] Site personnel must wear high visibility garments that are TTM compliant. Follow instructions given by the charge STMS or TC. Comply with the requirements of the traffic rules and the official New Zealand road code.</p> <p>[VEHICLES] Work vehicles must not travel, stop or park against the flow of traffic outside the working space or within the associated safety zones. Work vehicles must have at least one vehicle mounted flashing beacon that is visible to road users from all Directions at all times. Vehicle mounted flashing beacons must be switched on prior to work vehicle entering or Leaving a work space and must be switched off once the vehicle has left the workspace.</p> <p>[IDENTIFICATION] Onsite TC or STMS must have with them their NZTA warrant card or suitable documentation as evidence of Qualification. The STMS must ensure that they are readily identifiable onsite by wearing the florescent STMS Garment. When the STMS is not onsite the delegated TC must wear a florescent orange high visibility garment.</p> <p>[STMS] On-Site STMS throughout the works is to ensure that the area of road within the worksite has been left free from any debris and to liaise with the contractor to ensure this happens.</p> <p>[TMD] – As Attached</p>				

RCA consent (eg CAR/WAP) and/or RCA contract reference	
Attended (night)	Not required

RCA consent (eg CAR/WAP) and/or RCA contract reference	
<p>Unattended (day)</p> <p>Unattended (night)</p>	<p>According to the Health and Safety in Employment Regulation 1995, regulation 25: Every employer must take all practicable steps to ensure, where any excavation is:</p> <p>(a) readily accessible to any person; and</p> <p>(b) likely to collect or retain water of such a depth as to constitute a danger to any person, that</p> <p>(c) any such excavation is covered or fenced, when no employee is in the immediate vicinity to prevent access to it by any person; and</p> <p>(d) Any such excavation created in the course of the work is covered, fenced or filled at the completion of the work.</p> <p>Any excavation capable of holding water must be protected in terms of the Health and Safety in Employment Regulation 1995, regulation 25 (Excavations of Hazardous Depth).</p> <p>Excavations greater than 1.5m deep must comply with regulation 24: Excavations with a face more than 1.5m high.</p> <p>Further information may be found in the Approved code of practice for safety in excavations and shafts for foundations (1995) published by the Ministry of Business, Innovation and Employment (Labour).</p> <p>Any excavation left unattended must either be: fully enclosed by a safety fence plated, or backfilled. In that order of preference, to prevent pedestrians and cyclists from falling into them.</p> <p>Barricades, cones, plastic mesh netting not supported by a solid frame and hurdles are not sufficient to adequately protect road users from excavations.</p> <p>As part of preparing the worksite to be left unattended, also consider the following actions: reduce the size of the worksite as much as possible if TSLs have been installed, consider whether these are still required or whether the TSL should be changed (remember that changes to the TSL must be approved) sweep any loose material from the sealed road surface check that all signs are ballasted and positioned correctly)</p> <p>Safety fences as per NZTA COPTTM Section B/6</p> <p>Parking of vehicles, plant and materials.</p> <p>No vehicles, plant or materials are to be left at an unattended site in any of the safety zones including the taper, nor should these items be placed on curves or any similar place where they may be struck by an out-of-control vehicle. C14.1.4.2 Sites with permanent speed limit under 65km/h</p> <p>For unattended worksites on roads with a permanent posted speed limit of 65km/hr less than 65km/h which require levels LV, level 1 or level 2 TTM the following applies to the parking of plant: where possible (reasonably practicable) all plant must be parked at least 5m outside the edge line and on the same side of the road as the working space,</p> <p>where this is not possible plant may be parked in what is normally a parking area subject to the following conditions:</p> <p>the plant must be registered for on road use the plant must be parked on the same side of the road as the working space plant must not be parked on a central median</p> <p>the location where the plant is to be parked must have at least clear sight distance (ie 3 x the posted speed limit in metres) visibility for approaching road users a shoulder closure with advance warning signs,</p> <p>TSL if required by site conditions, a cone taper with an RD6R (RG-34) sign at the head of the taper, cones along the site and parked plant and lateral and longitudinal safety zones must be installed around the parked plant the plant should if possible be parked under street lighting</p> <p>the parking of plant in such situations should be subject to the RCA approval via a signed TMP.C14.1.4.3</p> <p>Sites with permanent speed limit over 65km/h</p> <p>All plant must be parked at least 5m outside the edge line and on the same side of the road as the working space.</p>

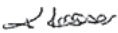
RCA consent (eg CAR/WAP) and/or RCA contract reference				
Detour route	Not required			
	Does detour route go into another RCA's roading network? Yes No <i>still awaiting</i> If Yes, has confirmation of acceptance been requested from that RCA? Yes No <i>still awaiting</i> Note: Confirmation of acceptance from affected RCA must be submitted prior to occupying the site.			
Removal	The removal of TTM measures must be in the reverse order of establishment, i.e. reverse order for removal as per (c), (b), (a). As per NZTA COPTTM Section C/11			
Proposed TSLs (see TSL decision matrix for guidance)				
	TSL details as required Approval of Temporary Speed Limits (TSL) are in terms of Section 5 of Land Transport Rule: Setting of Speed Limits 2003, Rule 54001 <i>(List speed, length and location)</i>	Times <i>(From and to)</i>	Dates <i>(Start and finish)</i>	Diagram ref. no.s <i>(Layout drawings or traffic management diagrams)</i>
Attended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)	Not required	Not required	
Unattended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)	Not required	Not required	
Positive traffic management measures				
Level 1 TTM A) Site will be set up as per the TMP requirements. B) Temporary Warning signage to be installed as per TMP C) Delineated tapers ensuring coned safety zones distances are as per COPTTM. If these are not possible for any reason they must be marked on the TMP by the STMS. D) Any amendments to the TMP must be noted on the TMP, and on the On-Site monitoring form.				
Contingency plans				

RCA consent (eg CAR/WAP) and/or RCA contract reference		
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.
	Detour If because of the on-site activity it will not be possible to remove or reduce the effects of TTM once it is established a detour route must be designed. This is likely for: <ul style="list-style-type: none"> excessive delays when using an alternating flow design for TTM redirecting one direction of flow and / or Total road closure and redirection of traffic until such time that traffic volumes reduce and tailbacks have been cleared. The risks in the type of work being undertaken, the risks inherent in the detour, the probable duration of closure and availability and suitability of detour routes need to be considered. The detour and route must be designed including: <ul style="list-style-type: none"> pre- approval from the RCA's whose roads will be used or affected by the detour route Ensure that TTM equipment for the detour - signs etc are on site and pre-installed. 	Actions When it is necessary to implement the pre-planned detour the STMS must immediately undertake the following: <ul style="list-style-type: none"> Notify the RCA and / or the engineer when the detour is to be established Drive through the detour in both directions to check that it is stable and safe Remove the detour as soon as it practicable and safe to do so and the traffic volumes have reduced and tailbacks have cleared Notify the RCA and / or the engineer when the detour has been disestablished and normal traffic flows have resumed.

RCA consent (eg CAR/WAP) and/or RCA contract reference			
	<p>Note also the requirements for no interference at an accident scene:</p> <p>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:</p> <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. 		
Other contingencies to be identified by the applicant (i.e. steel plates to quickly cover excavations)	<p>In the event of adverse weather conditions Works will be postponed and continued on the next fine day.</p> <p>MTC Stop/Go if delays exceed 5 minutes then works will stop and be made safe, lanes opened up until the traffic have cleared out, then works will start again. If delays of 5 minutes or more are a common occurrence then another style of traffic management (IF Possible) may be installed that may help to reduce delays, this will be decided on a number of factors, but not limited to. Road Constraints, Widths of live lanes that are achieved and maintained. If all else fails then Works will stop until a satisfactory outcome for all is achieved.</p> <p>Emergency Traffic will have PRIORITY ACCESS AT ALL TIMES, Works will cease until the emergency vehicle has passed through site, then Works will recommence.</p> <p>Any incidents onsite that involve Emergency Services will have the FULL assistance from the STMS/TC onsite to manage alter or re-establish site to accommodate Emergency Services.</p> <p>At the end of the incident a full debriefing will be held with all affected parties concerned as to what happened, how it happened and how it could be stopped from happening again, e.g. Change of procedures for job at hand.</p> <p>Site will be made safe then dis-established, and reinstalled to incorporate the extended length</p>		
Authorisations			
Parking restriction(s) alteration authority	Will controlled street parking be affected?	Yes No	Has approval been granted? N/A
Authorisation to work at permanent traffic signal sites	Will portable traffic signals be used or permanent traffic signals be changed?	Yes No	Has approval been granted? N/A
Road closure authorisation(s)	Will full carriageway closure continue for more than 5 minutes (or other RCA stipulated time)?	Yes No	Has approval been granted? N/A
Bus stop relocation(s) – closure(s)	Will bus stop(s) be obstructed by the activity?	Yes No	Has approval been granted? N/A
Authorisation to use portable traffic signals	Make, model and description/number	N/A	
	NZTA compliant?	Yes No (delete either Yes or No)	
EED			
Is an EED applicable?	Yes No (delete either Yes or No)	EED attached?	Yes
Delay calculations/trial plan to determine potential extent of delays			

RCA consent (eg CAR/WAP) and/or RCA contract reference	
Not required	
Public notification plan	
Not required	
Public notification plan attached?	N/A
On-site monitoring plan	
Attended (day and/or night)	<p>This site will be attended during the day whilst works are in progress.</p> <p>Site monitored on a 2 hourly basis</p> <p>As per NZTA COPTTM Section A5.8.3</p>
Unattended (day and/or night)	<p>The STMS must limit the number of unattended worksites they are responsible for subject to their ability to satisfactorily perform all their duties to the required standards at all times. The STMS must be within 60 minutes travel time of each worksite.</p> <p>The layout of the unattended worksite must be covered in the approved TMP. Unattended worksites must be:</p> <ul style="list-style-type: none"> • Safe • secure, and • stable. <p>All equipment and materials must be positioned well clear of the live lanes and adequate protection for road users must be maintained at all times refer to subsection C14.1.4 Parking and storage of vehicles, plant and materials. Where pathways exist and there is insufficient lighting to highlight the approach to any hazards on the path, then amber flashing warning lamps must be installed.</p> <p>STMS will be obligated to do a site check each 24 hours of the site being unattended, these checks must be noted on the onsite monitoring form.</p>
Method for recording daily site TTM activity (eg CoPTTM on-site record)	
The CoPTTM site record will be used to record site TTM Activity	

RCA consent (eg CAR/WAP) and/or RCA contract reference					
Site safety measures					
<p>The Minimum safety equipment to be provided is:</p> <p>Safety Footwear (steel toe capped)</p> <p>High Visibility vests</p> <p>Hearing protection</p> <p>First Aid kit</p> <p>Site-specific health & safety, traffic, environmental and quality plans available on site for all contract staff at all times</p> <p>Safety garments as per NZTA COPTTM Section B/3</p> <p>Cones as per NZTA COPTTM Section B/2</p> <p>Signs as per NZTA COPTTM Section B/1</p> <p>All work group members/visitors to be briefed by the STMS on site hazards & have read/signed the Toolbox/Hazard document.</p> <p style="padding-left: 40px;">All work group members/visitors to be wearing high visibility clothing to COPTTM standards.</p> <p style="padding-left: 40px;">All work will be carried out in accordance with the company's health and safety plan.</p>					
Other information					
Not required					
Site specific layout diagrams					
Number	Title				
TMD 1	Site overview				
TMD 14	Mobile operation				
Contact details					
	Name	24/7 contact number	CoPTTM ID	Qualificatio n	Expiry date

RCA consent (eg CAR/WAP) and/or RCA contract reference						
Principal	Tararua DC Richard Taylor	06 3744080	Governance Manager			
TMC	Rik Morris (for NZTA) Jack Steed (for Tararua DC)	06 357 1026				
Engineers' representative						
Contractor	Tararua DC Richard Taylor	06 3744080	Governance Manager			
STMS	Horizon Signs TTM Ltd					
	Daniel Browne	0274460084	43280	STMS	22/4/2017	
	Steve Balchin	0274460095	25601	STMS	22/9/2015	
	Vaughan Kumara	0274460009	60495	STMS	10/11/2017	
	Aaron Naea	0275195603	70181	STMS	21/11/2015	
	Nigel Burkin	0274468059	75040	STMS	10/11/2017	
	Brendan Boyer	0274460007	48169	STMS	01/05/2017	
TC						
Others as required						
TMP preparation						
Preparation	Kathy Retter	16/09/15		13102	STMST	23/11/15
	Name (STMS qualified)	Date	Signature	ID no.	Qualification	Expiry date
This TMP meets CoPTM requirements				Number of diagrams attached		
TMP returned for correction (if required)						
	Name	Date	Signature	ID no.	Qualification	Expiry date

RCA consent (eg CAR/WAP) and/or RCA contract reference						
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						
<p>Approval of this TMP authorises the use of any regulatory signs included in the TMP or attached traffic management diagrams.</p> <p>This TMP is approved on the following basis:</p> <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"/> <input type="text"/>		

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					
	<i>Name</i>	<i>TTM ID Number</i>	<i>Warrant expiry date</i>	<i>Signature</i>	<i>Time</i>
Worksite handover accepted by replacement STMS					
	<i>Name</i>	<i>ID Number</i>	<i>Warrant expiry date</i>	<i>Signature</i>	<i>Time</i>
	Tick to confirm briefing completed				

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

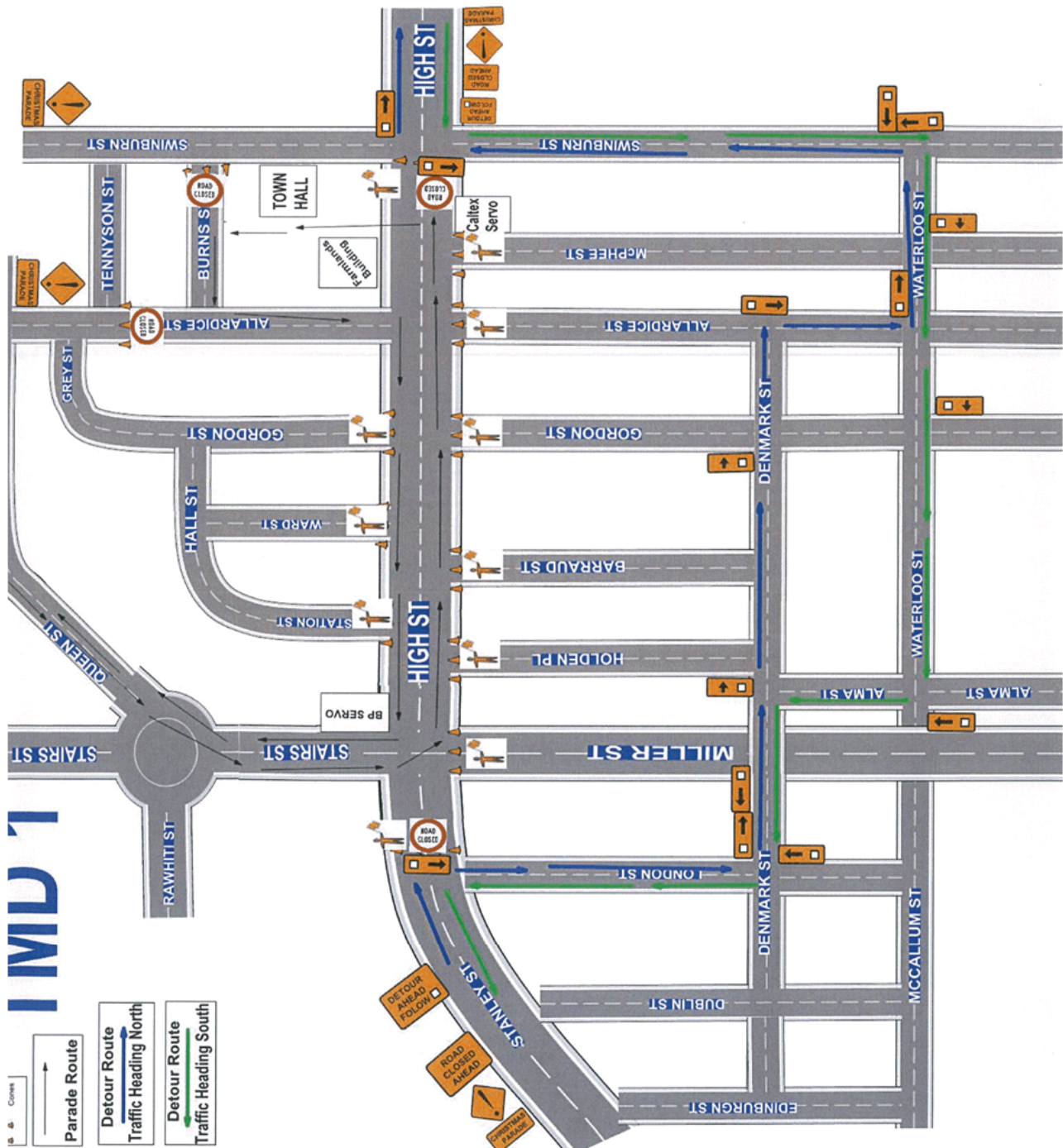
Temporary speed limit					
Street/road name (RPs or street numbers):	TSL action	Date:	Time:	TSL speed:	Length of TSL (m):
From: To:	TSL installed				
	TSL remains in place				
	TSL removed				
Street/road name (RPs or street numbers):	TSL action	Date:	Time:	TSL speed:	Length of TSL (m):
From: To:	TSL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

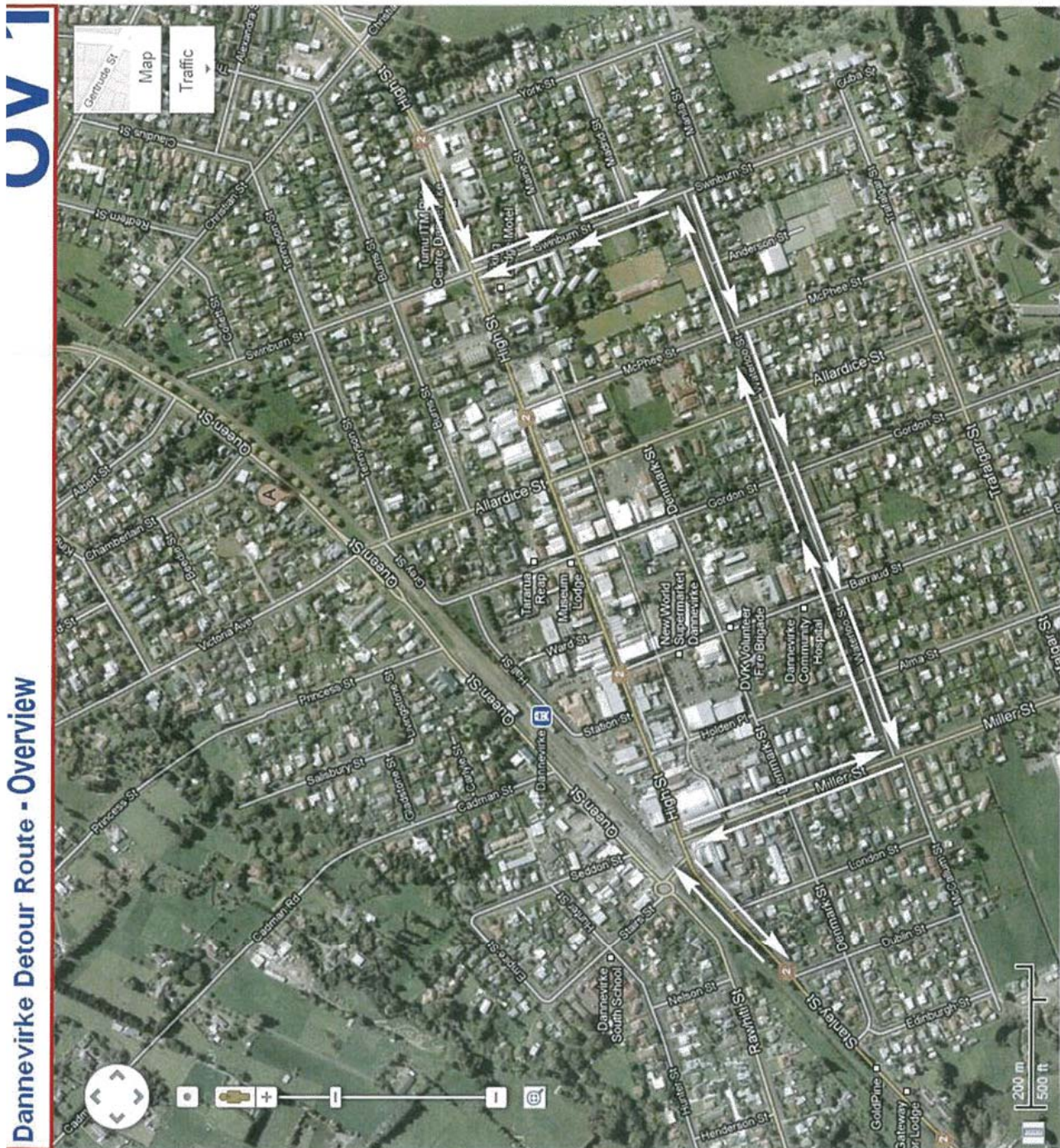
TMP or generic plan reference							
Worksite monitoring							
Site to be monitored 2 hourly and inspection documented below.							
If worksite control delegated to a TC/STMS-NP the STMS must inspect the site once each day.							
Items to be inspected	TTM set-up	2 hourly check	2 hourly check	2 hourly 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?							
Add others as required							
Time inspection completed:							
Signature:							
Comments:							
Time	Adjustment made						

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		
* 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.									
# 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). 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). 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.									
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.





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	Taranaki DC		Road/State highway
Locality	High St Dannevirke		RP
Closed at	12:00 -am/ pm	Date	5th Dec 2015
Reason (add Yes as appropriate)			
Snow	Drop out	Vehicle blockage/crash	Fatal crash
Ice	Wash out	Toxic spill	Planned closure
Slip	Flooding		
Other:	Christmas Parade		
Estimated duration closure (add Yes as appropriate)			
<2 hours	<12 hours		
<6 hours	>12 hours (see below)		
Closed by (add Yes as appropriate)			
Police	Fire Service		
RCA	Other	Horizon Signs TM LTD	
Alternative route/s available and conditions that apply			
Yes			
Reporting officer			
Kathy Rether (Horizon Signs TM LTD)			
For closures >12 hours AND crashes/spills			
Open at	1-30 -am/ pm	Date	5th Dec 2015
Remaining restrictions:	No / Yes (specify):		
Work outstanding:	No / Yes (specify):		
Reporting officer:	Lane km closed: (divided carriageways only)		
Head Office use only: cc			
HCM	CE	File	

Mobile Operation

TMD 14

Requirements for TTM setup/pack down.



Sign to be on the rear of vehicle installing TTM equipment

Flashing beacon to be on throughout the TTM setup/pack down



In the event that your TTM vehicle has an arrowboard then the RD6L/R will not be required

Please note that section; C11 of Copttm recommends the minimum requirement as follows

- 1) Signs to be deployed on the left hand side of the road first, then on the right hand side if required.
- 2) The first sign erected must be the advance warning sign.
- 3) Signage needs to be removed from the TTM vehicle from the off traffic side.
- 4) Site removal needs to be in the reverse order of establishment.



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.tararua.govt.nz

Application made under Tenth Schedule of the
Local Government Act 1974

Date Received

Application Fee: \$100.00

Receipt No:

THE APPLICANT

All contact details must be in New Zealand

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

WOODVILLE DISTRICT VISION (TARARUA DISTRICT COUNCIL)

Contact Person:

BRUCE HUTTON

Mailing Address:

PO BOX 49 WOODVILLE

Contact:

Daytime: 063764862

Mobile:

0272 484665

After Hours: 063764862

Fax:

Email Address:

(Attach a separate sheet if required)

ATTACHMENTS

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

- 11
(2)
- ☒ 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)

(1) Refer Tararua District Council
(2) Notification in 'Bush Telegraph'

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.





APPLICATION FOR TEMPORARY ROAD CLOSURE

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Applicant:
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WOODVILLE DISTRICT VISION (TARARUA DISTRICT COUNCIL)

Contact Person:

BRUCE HUTTON

Mailing Address:

Contact:

Daytime: 063764862

Mobile: 0272484665

After Hours: 063764862

Fax:

Email Address:

DETAILS OF REQUESTED CLOSURE(S)

Date/s of Closure/s:	12TH DECEMBER 2015.			
Road Name	Start Point:	End Point:	Affected Intersection/s	Time of Closure
ORMOND STREET	VOGEL STREET	BOWEN STREET	VOGEL ST.	7.00am - 2.00pm
			POLLER ST	
			BOWEN ST	7.00am - 2.00pm
POLLER STREET	M'LEAN STREET	ROSS STREET	M'LEAN ST	7.00am - 2.00pm
			ORMOND ST	7.00am - 2.00pm
			ROSS ST.	7.00am - 2.00pm
BOWEN STREET	M'LEAN STREET	ROSS STREET	M'LEAN ST	7.00am - 2.00pm
			ORMOND ST	7.00am - 2.00pm
			ROSS ST	7.00am - 2.00pm

(Attach a separate sheet if required)

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- (1) ☐ Copies of relevant insurance documentation
- (2) ☐ 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
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(specify)

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RCA consent (eg CARWAP) and/or RCA contract reference					
TRAFFIC MANAGEMENT PLAN (TMP) – FULL FORM					
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.					
Organisations /TMP reference	TMP reference:	Contractor: PAMATUA RAILCAR SOCIETY INC.	Principal (Client): Woodville District Vision TARARUA DISTRICT COUNCIL		
			RCA: NZ TRANSPORT AUTHORITY		
Location details and road characteristics	Road names and suburb		House no./RPs (from and to)	Road level	Permanent speed
	STATE HIGHWAY 2		788/13.75 and 802/10.25	1	50
	STATE HIGHWAY 3		491/9.10	1	50
Traffic details (main route)		AADT 5320 and 4266 6782	Peak flows Not Known to applicant		
Description of work activity					
Annual Christmas Parade					
Planned work programme					
Start date	12th December 2015	Time	11:30 AM	End date	12th December 2015
				Time	1:00pm
Consider significant stages, for example: • road closures • detours • no activity periods.	Road closure See attached Traffic Management Plan.				
Alternative dates if activity delayed	None.				
Road aspects affected (delete either Yes or No to show which aspects are affected)					
Pedestrians affected?	Yes No	Property access affected?	Yes No	Traffic lanes affected?	Yes No
Cyclists affected?	Yes No	Restricted parking affected?	Yes No	Delays or queuing likely?	Yes No

RCA consent (eg CARWAP) and/or RCA contract reference	
Proposed traffic management methods	
Installation (includes parking of plant and materials storage)	Signs (with Trailer from Manawatu Events Equipment Trust) will be placed near their locations one hour prior to the event and erected by two teams of traffic controllers (East and West) 15 minutes prior to the start.
Attended (day)	<u>YES</u>
Attended (night)	<u>N/A</u>
Unattended (day)	<u>No</u>
Unattended (night)	<u>N/A</u>
Detour route	<p><u>See attached Traffic Management Plan.</u></p> <p>Does detour route go into another RCA's roading network? Yes no (delete either Yes or No) If Yes, has confirmation of acceptance been requested from that RCA? Yes no (delete either Yes or No) Note: Confirmation of acceptance from affected RCA must be submitted prior to occupying the site. <u>RCA is the Principal.</u></p>
Removal	<u>Immediately after the event is completed</u>

RCA consent (eg CAR/WAP) and/or RCA contract reference				
Proposed TSLs (see TSL decision matrix for guidance)				
	TSL details as required Approval of Temporary Speed Limits (TSL) are in terms of Section 5 of Land Transport Rule: Setting of Speed Limits 2003, Rule 54001 (List speed, length and location)	Times (From and to)	Dates (Start and finish)	Diagram ref. no.s (Layout drawings or traffic management diagrams)
Attended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)			<u>Not</u> <u>Required</u>
Unattended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)			<u>Not</u> <u>Required</u>
Positive traffic management measures				
<u>See Attached Traffic Management Plan.</u>				
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. 		

RCA consent (eg CAR/WAP) and/or RCA contract reference		
	<p>Incident</p> <p>An incident is described as:</p> <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. 	<p>Actions</p> <p>The STMS must immediately conduct the following:</p> <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.
	<p>Detour</p> <p>If because of the on-site activity it will not be possible to remove or reduce the effects of TTM once it is established a detour route must be designed. This is likely for:</p> <ul style="list-style-type: none"> • excessive delays when using an alternating flow design for TTM • redirecting one direction of flow and / or • total road closure and redirection of traffic until such time that traffic volumes reduce and tailbacks have been cleared. <p>The risks in the type of work being undertaken, the risks inherent in the detour, the probable duration of closure and availability and suitability of detour routes need to be considered.</p> <p>The detour and route must be designed including:</p> <ul style="list-style-type: none"> • pre- approval from the RCA's whose roads will be used or affected by the detour route • ensure that TTM equipment for the detour - signs etc are on site and pre-installed. 	<p>Actions</p> <p>When it is necessary to implement the pre-planned detour the STMS must immediately undertake the following:</p> <ul style="list-style-type: none"> • Notify the RCA and / or the engineer when the detour is to be established • Drive through the detour in both directions to check that it is stable and safe • Remove the detour as soon as it practicable and safe to do so and the traffic volumes have reduced and tailbacks have cleared • Notify the RCA and / or the engineer when the detour has been disestablished and normal traffic flows have resumed.
	<p>Note also the requirements for no interference at an accident scene:</p> <p>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:</p> <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. 	
<p>Other contingencies to be identified by the applicant (i.e. steel plates to quickly cover excavations)</p>	<p style="text-align: center;"><u>None</u> <u>Identified</u></p>	

RCA consent (eg CAR/WAP) and/or RCA contract reference			
Authorisations			
Parking restriction(s) alteration authority	Will controlled street parking be affected?	Yes No	Has approval been granted? Yes No
Authorisation to work at permanent traffic signal sites	Will portable traffic signals be used or permanent traffic signals be changed?	Yes No	Has approval been granted? Yes No
Road closure authorisation(s)	Will full carriageway closure continue for more than 5 minutes (or other RCA stipulated time)?	Yes No	Has approval been granted? Yes No
Bus stop relocation(s) – closure(s)	Will bus stop(s) be obstructed by the activity?	Yes No	Has approval been granted? Yes No
Authorisation to use portable traffic signals	Make, model and description/number	<u>Not Applicable</u>	
	NZTA compliant?	Yes No	(delete either Yes or No)
EED			
Is an EED applicable?	Yes No (delete either Yes or No)	EED attached?	Yes No
Delay calculations/trial plan to determine potential extent of delays			
<u>NONE</u>			
Public notification plan			
<u>TARARUA DISTRICT COUNCIL</u>			
Public notification plan attached?	Yes No (delete either Yes or No)		
On-site monitoring plan			
Attended (day and/or night)	<u>Yes Day</u>		
Unattended (day and/or night)	<u>No</u>		

RCA consent (eg CAR/WAP) and/or RCA contract reference	
Method for recording daily site TTM activity (eg CoPTTM on-site record)	
<u>Short Term Event</u> <u>1.5 hours</u>	
Site safety measures	
<u>Traffic Controllers will be on site</u> <u>during the entire event</u>	
Other information	
Site specific layout diagrams	
Number	Title
	Refer Attached TMP

RCA consent (eg CAR/WAP) and/or RCA contract reference						
Contact details						
	Name	24/7 contact number	CoPTTM ID	Qualification	Expiry date	
Principal	Woodville District Vision TARARUA DISTRICT COUNCIL	063144080				
TMC						
Engineers' representative	None					
Contractor	PANHATUA RAILCAR SOCIETY INC.					
STMS	GRAEME L. PARKER	027 376 8881	15143	STMS		
TC	T.D. SELBY	027 438 8472	28413	STMS		
Others as required						
TMP preparation						
Preparation	G.L. PARKER	18-9-15	[Signature]	15143	STMS	
	Name (STMS qualified)	Date	Signature	ID no.	Qualification	Expiry date
This TMP meets CoPTTM requirements			Number of diagrams attached			
TMP returned for correction (if required)						
	Name	Date	Signature	ID no.	Qualification	Expiry date

Revalidated

*

RCA consent (eg CARWAP) and/or RCA contract reference						
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						
<p>Approval of this TMP authorises the use of any regulatory signs included in the TMP or attached traffic management diagrams.</p> <p>This TMP is approved on the following basis:</p> <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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All contact details must be in New Zealand

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PAHIATUA ON TRACK (TARARUA DISTRICT COUNCIL)

Contact Person:

DANIEL MOORE

Mailing Address:

P.O. Box 64 PAHIATUA 4941

Contact:

Daytime:

Mobile:

0274432019

After Hours: 0274432019

Fax:

Email Address:

<info@pnfw.co.nz>

DETAILS OF REQUESTED CLOSURE(S)

[illegible]

(Attach a separate sheet if required)

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

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(specify)

(1) REFER TARARUA DISTRICT COUNCIL

(2) NOTIFICATION IN BUSH TELEGRAPH

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.

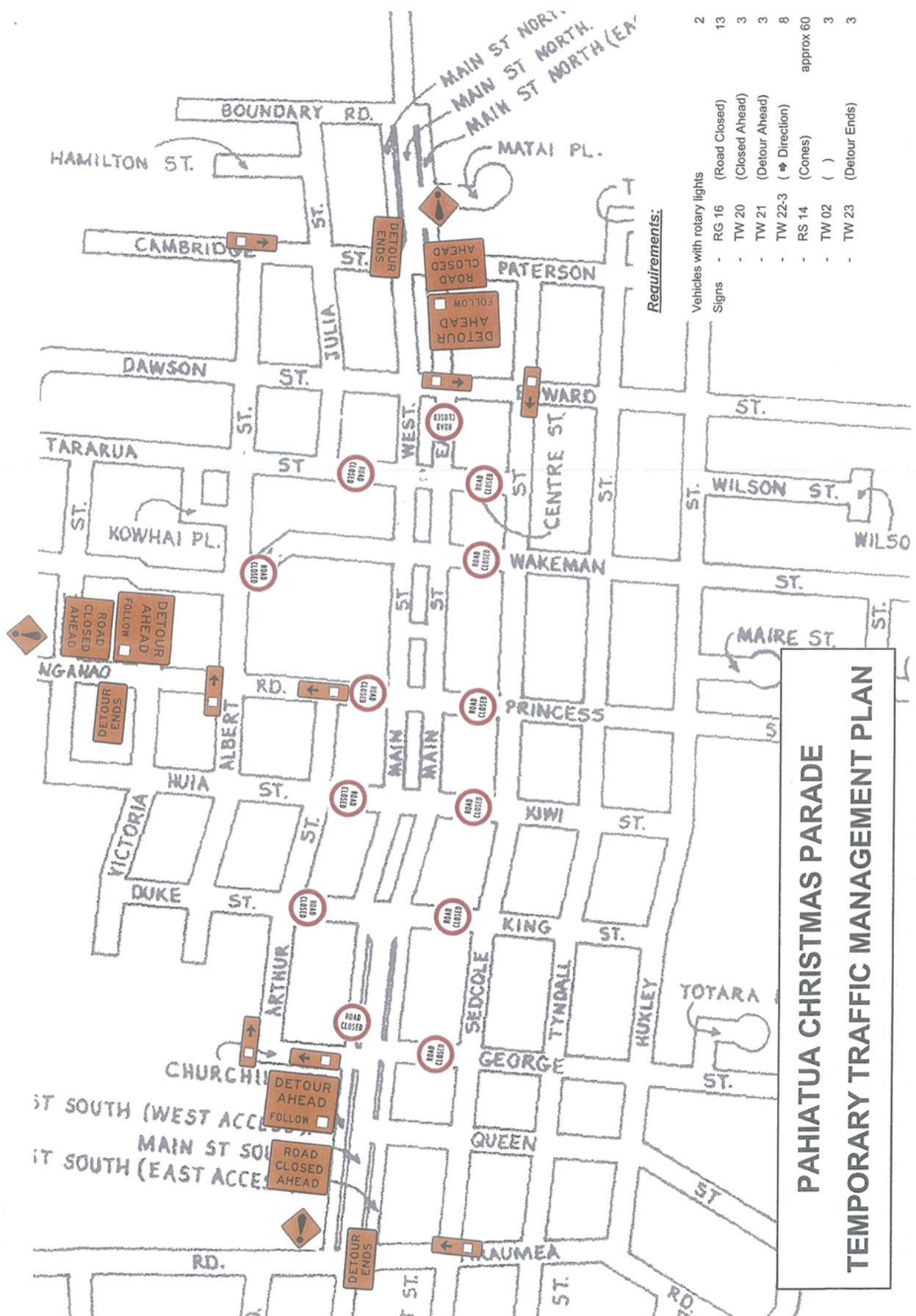
The following roads are **excluded from use for motorsport events**:

- 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.



RCA consent (eg CARWAP) and/or RCA contract reference							
TRAFFIC MANAGEMENT PLAN (TMP) – FULL FORM							
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.							
Organisations /TMP reference	TMP reference:	Contractor: <u>PAHIATUA RAILCAR SOCIETY INC</u>		Principal (Client): <u>PAHIATUA ON TRACK TARARUA DISTRICT COUNCIL.</u>			
				RCA: <u>NZ TRANSPORT AUTHORITY</u>			
Location details and road characteristics	Road names and suburb		House no./RPs (from and to)	Road level	Permanent speed		
	<u>STATE HIGHWAY 2</u>		<u>RP 808/8.74 to RP 808/9.73</u>	<u>1</u>	<u>50</u>		
Traffic details (main route)	AADT <u>4398 (2010)</u>		Peak flows <u>UNKNOWN</u>				
Description of work activity							
<u>Annual Christmas Parade</u>							
Planned work programme							
Start date		<u>5th December 2015</u>	Time	<u>11:30 am</u>	End date	<u>5th December 2015</u>	Time
							<u>1:00 pm.</u>
Consider significant stages, for example:		<ul style="list-style-type: none"> • road closures • detours • no activity periods. 					
		<u>Road closure</u> <u>See Attached Traffic Management Plan</u>					
Alternative dates if activity delayed		<u>None</u>					
Road aspects affected (delete either Yes or No to show which aspects are affected)							
Pedestrians affected?	Yes No	Property access affected?	Yes No	Traffic lanes affected?	Yes No		
Cyclists affected?	Yes No	Restricted parking affected?	Yes No	Delays or queuing likely?	Yes No		

RCA consent (eg CARWAP) and/or RCA contract reference	
Proposed traffic management methods	
Installation (includes parking of plant and materials storage)	Signs (with trailer from Manawatu Events Equipment Trust) will be placed near their locations one hour prior to the event and erected by two teams of traffic controllers (east and west) 15 minutes prior to start.
Attended (day)	<u>Yes.</u>
Attended (night)	<u>N/A.</u>
Unattended (day)	<u>No</u>
Unattended (night)	<u>N/A.</u>
Detour route	<p><u>See attached Traffic Management Plan.</u></p> <p>Does detour route go into another RCA's roading network? Yes Yes (delete either Yes or No) If Yes, has confirmation of acceptance been requested from that RCA? Yes Yes (delete either Yes or No) Note: Confirmation of acceptance from affected RCA must be submitted prior to occupying the site. <u>RCA. is the Principal</u></p>
Removal	<u>Immediately following the event. ✓</u>

RCA consent (eg GAR/WAP) and/or RCA contract reference				
Proposed TSLs (see TSL decision matrix for guidance)				
	TSL details as required Approval of Temporary Speed Limits (TSL) are in terms of Section 5 of Land Transport Rule: Setting of Speed Limits 2003, Rule 54001 (List speed, length and location)	Times (From and to)	Dates (Start and finish)	Diagram ref. no.s (Layout drawings or traffic management diagrams)
Attended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)			<u>Not</u> <u>Required</u>
Unattended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)			<u>NOT</u> <u>Required</u>
Positive traffic management measures				
<u>See attached Traffic Management Plan.</u>				
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. 		

RCA consent (eg CAR/WAP) and/or RCA contract reference		
	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.
	Detour If because of the on-site activity it will not be possible to remove or reduce the effects of TTM once it is established a detour route must be designed. This is likely for: <ul style="list-style-type: none"> • excessive delays when using an alternating flow design for TTM • redirecting one direction of flow and / or • total road closure and redirection of traffic until such time that traffic volumes reduce and tailbacks have been cleared. The risks in the type of work being undertaken, the risks inherent in the detour, the probable duration of closure and availability and suitability of detour routes need to be considered. The detour and route must be designed including: <ul style="list-style-type: none"> • pre- approval from the RCA's whose roads will be used or affected by the detour route • ensure that TTM equipment for the detour - signs etc are on site and pre-installed. 	Actions When it is necessary to implement the pre-planned detour the STMS must immediately undertake the following: <ul style="list-style-type: none"> • Notify the RCA and / or the engineer when the detour is to be established • Drive through the detour in both directions to check that it is stable and safe • Remove the detour as soon as it practicable and safe to do so and the traffic volumes have reduced and tailbacks have cleared • Notify the RCA and / or the engineer when the detour has been disestablished and normal traffic flows have resumed.
	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. 	
Other contingencies to be identified by the applicant (i.e. steel plates to quickly cover excavations)	<p style="text-align: center;"><u>None</u> <u>I identified</u></p>	

RCA consent (eg CAR/WAP) and/or RCA contract reference			
Authorisations			
Parking restriction(s) alteration authority	Will controlled street parking be affected?	Yes No	Has approval been granted? Yes No
Authorisation to work at permanent traffic signal sites	Will portable traffic signals be used or permanent traffic signals be changed?	Yes No	Has approval been granted? Yes No
Road closure authorisation(s)	Will full carriageway closure continue for more than 5 minutes (or other RCA stipulated time)?	Yes No	Has approval been granted? Yes No
Bus stop relocation(s) – closure(s)	Will bus stop(s) be obstructed by the activity?	Yes No	Has approval been granted? Yes No
Authorisation to use portable traffic signals	Make, model and description/number	NOT APPLICABLE	
	NZTA compliant?	Yes No (delete either Yes or No)	
EED			
Is an EED applicable?	Yes No (delete either Yes or No)	EED attached?	Yes No
Delay calculations/trial plan to determine potential extent of delays			
NONE			
Public notification plan			
TARARUA DISTRICT COUNCIL			
Public notification plan attached?		Yes No (delete either Yes or No)	
On-site monitoring plan			
Attended (day and/or night)	Yes Day		
Unattended (day and/or night)	No		

RCA consent (eg CAR/WAP) and/or RCA contract reference	
Method for recording daily site TTM activity (eg CoPTTM on-site record)	
<p style="text-align: center;"><u>Short Term Event (1.5 hours)</u></p>	
Site safety measures	
<p style="text-align: center;"><u>Traffic controllers will be on site for entire event</u></p>	
Other information	
Site specific layout diagrams	
Number	Title
	<u>Refer attached TMP</u>

RCA consent (eg CAR/WAP) and/or RCA contract reference						
Contact details						
	Name	24/7 contact number	CoPTTM ID	Qualification	Expiry date	
Principal	<u>Pahiatua on Track Tararua District Council</u>	<u>063744080</u>				
TMC						
Engineers' representative	<u>None</u>					
Contractor	<u>Pahiatua Railcor Society</u>					
STMS	<u>GRAEME L. PARKER</u>	<u>027 376 8881</u>	<u>10743</u>	<u>STMS</u>		
TC	<u>T. D. SELBY</u>	<u>027 438 8472</u>	<u>28413</u>	<u>STMS</u>		
Others as required						
TMP preparation						
Preparation	<u>G. L. PARKER</u>	<u>18-9-15</u>	<u>[Signature]</u>	<u>15143</u>	<u>STMS</u>	
	Name (STMS qualified)	Date	Signature	ID no.	Qualification	Expiry date
This TMP meets CoPTTM requirements				Number of diagrams attached		
TMP returned for correction (if required)						
	Name	Date	Signature	ID no.	Qualification	Expiry date

Refresher *

*

RCA consent (eg CAR/WAP) and/or RCA contract reference						
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						
<p>Approval of this TMP authorises the use of any regulatory signs included in the TMP or attached traffic management diagrams.</p> <p>This TMP is approved on the following basis:</p> <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"/>		



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.tararuadc.govt.nz

Application made under Tenth Schedule of the
Local Government Act 1974

Date Received

Application Fee: \$100.00

Receipt No:

THE APPLICANT

All contact details must be in New Zealand

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

PAHIATUA XMAS FESTIVAL (TARARUA DISTRICT COUNCIL)

Contact Person:

JASON GRIGGS

Mailing Address:

Contact:

Daytime:

Mobile:

0272076463

After Hours: 0272076463

Fax:

Email Address:

DETAILS OF REQUESTED CLOSURE(S)	
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(Attach a separate sheet if required)

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)
- (1) ☐ Copies of relevant insurance documentation
- (2) ☐ 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)

(1) REFER TARARUA DISTRICT COUNCIL

(2) NOTIFICATION "BUSH TELEGRAPH"

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

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- ☐ Should this application for road closure be approved, the following standard conditions will apply:
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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.
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- ☐ 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.



RCA consent (eg CAR/WAP) and/or RCA contract reference							
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Organisations /TMP reference	TMP reference:	Contractor: <u>Pahiataua Railcar Society Inc</u>		Principal (Client): <u>Pahiataua ON Tracks TARANAKI DISTRICT COUNCIL</u>			
				RCA: <u>NZ TRANSPORT AUTHORITY</u>			
Location details and road characteristics	Road names and suburb			House no./RPs (from and to)	Road level	Permanent speed	
	<u>STATE HIGHWAY 2</u>			<u>RP. 808/8.90 to 808/9.20</u>	<u>1</u>	<u>50</u>	
Traffic details (main route)	AADT <u>4398 (2010)</u>			Peak flows <u>NOT KNOWN</u>			
Description of work activity							
<u>CHRISTMAS FESTIVAL</u>							
Planned work programme							
Start date		<u>13-12-15</u>		Time	<u>1.00pm</u>	End date	<u>13-12-15</u>
				Time	<u>4.00pm</u>		
Consider significant stages, for example:		Road closure of State Highway 2 with traffic detours via Wakemans St. Sedcole St. and Princess St to the east for south traffic and Mangahao Rd, Albert St and Tui St or Cambridge St to the West for North traffic.					
Alternative dates if activity delayed		None.					
Road aspects affected (delete either Yes or No to show which aspects are affected)							
Pedestrians affected?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Property access affected?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Traffic lanes affected?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Cyclists affected?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Restricted parking affected?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Delays or queuing likely?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		


RCA consent (eg CARWAP) and/or RCA contract reference	
Proposed traffic management methods	
Installation (includes parking of plant and materials storage)	Signs (with trailer from Manawatu Events Equipment Trust) will be placed near their locations one hour prior to the event and erected by two teams of traffic controllers (east and west) 15 minutes prior to start.
Attended (day)	No but inspected two hourly.
Attended (night)	<u>N/A - Daytime event.</u>
Unattended (day)	See above
Unattended (night)	<u>N/A - Daytime event</u>
Detour route	Road closure of State Highway 2 with traffic detours via Wakeman St, Sedcole St and Princess St to the east for South Traffic and Mangahao Rd, Albert St and Tui St. or Cambridge St to the West for north traffic. Does detour route go into another RCA's roading network? Yes No (delete either Yes or No) If Yes, has confirmation of acceptance been requested from that RCA? Yes No (delete either Yes or No) Note: Confirmation of acceptance from affected RCA must be submitted prior to occupying the site.
Removal	All signage will be removed immediately after the event concludes and the area is safely cleared of participants.

RCA consent (eg CAR/WAP) and/or RCA contract reference				
Proposed TSLs (see TSL decision matrix for guidance)				
	TSL details as required Approval of Temporary Speed Limits (TSL) are in terms of Section 5 of Land Transport Rule: Setting of Speed Limits 2003, Rule 54001 (List speed, length and location)	Times (From and to)	Dates (Start and finish)	Diagram ref. no.s (Layout drawings or traffic management diagrams)
Attended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)			Not Required
Unattended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)			Not Required
Positive traffic management measures				
<p style="text-align: center;">Refer to attached plan</p>				
Contingency plans				
Generic contingencies for: <ul style="list-style-type: none"> major incidents incidents pre planned detours. <p>Remove any options which do not apply to your job</p>	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. 		

RCA consent (eg CAR/WAP) and/or RCA contract reference		
	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.
	Detour If because of the on-site activity it will not be possible to remove or reduce the effects of TTM once it is established a detour route must be designed. This is likely for: <ul style="list-style-type: none"> • excessive delays when using an alternating flow design for TTM • redirecting one direction of flow and / or • total road closure and redirection of traffic until such time that traffic volumes reduce and tailbacks have been cleared. The risks in the type of work being undertaken, the risks inherent in the detour, the probable duration of closure and availability and suitability of detour routes need to be considered. The detour and route must be designed including: <ul style="list-style-type: none"> • pre- approval from the RCA's whose roads will be used or affected by the detour route • ensure that TTM equipment for the detour - signs etc are on site and pre-installed. 	Actions When it is necessary to implement the pre-planned detour the STMS must immediately undertake the following: <ul style="list-style-type: none"> • Notify the RCA and / or the engineer when the detour is to be established • Drive through the detour in both directions to check that it is stable and safe • Remove the detour as soon as it practicable and safe to do so and the traffic volumes have reduced and tailbacks have cleared • Notify the RCA and / or the engineer when the detour has been disestablished and normal traffic flows have resumed.
	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. 	
Other contingencies to be identified by the applicant <i>(i.e. steel plates to quickly cover excavations)</i>	<p style="text-align: center;">None identified</p>	

RCA consent (eg CARWAP) and/or RCA contract reference			
Authorisations			
Parking restriction(s) alteration authority	Will controlled street parking be affected?	Yes <input checked="" type="checkbox"/> No	Has approval been granted? Yes <input checked="" type="checkbox"/> No
Authorisation to work at permanent traffic signal sites	Will portable traffic signals be used or permanent traffic signals be changed?	Yes <input checked="" type="checkbox"/> No	Has approval been granted? Yes <input checked="" type="checkbox"/> No
Road closure authorisation(s)	Will full carriageway closure continue for more than 5 minutes (or other RCA stipulated time)?	Yes <input checked="" type="checkbox"/> No	Has approval been granted? Yes <input checked="" type="checkbox"/> No
Bus stop relocation(s) – closure(s)	Will bus stop(s) be obstructed by the activity?	Yes <input checked="" type="checkbox"/> No	Has approval been granted? Yes <input checked="" type="checkbox"/> No
Authorisation to use portable traffic signals	Make, model and description/number	Not Applicable.	
	NZTA compliant?	Yes No (delete either Yes or No)	N/A.
EED			
Is an EED applicable?	Yes No (delete either Yes or No)	EED attached?	Yes <input checked="" type="checkbox"/> No.
Delay calculations/trial plan to determine potential extent of delays			
No delays expected.			
Public notification plan			
TARARUA DISTRICT COUNCIL			
Public notification plan attached?		Yes <input checked="" type="checkbox"/> No (delete either Yes or No)	
On-site monitoring plan			
Attended (day and/or night)	Two Hourly inspections		
Unattended (day and/or night)	No		

RCA consent (eg CAR/WAP) and/or RCA contract reference	
Method for recording daily site TTM activity (eg CoPTTM on-site record)	
<u>Not Required - Short duration event</u>	
Site safety measures	
<u>Two hourly inspection</u>	
Other information	
Site specific layout diagrams	
Number	Title
	<u>Refer Attached</u>

RCA consent (eg CAR/WAP) and/or RCA contract reference						
Contact details						
	Name	24/7 contact number	CoPTTM ID	Qualification	Expiry date	
Principal	TARARUA DISTRICT COUNCIL	063744030				
TMC						
Engineers' representative	NOT REQUIRED					
Contractor	PAHIATUA RAILCAR SOCIETY INC					
STMS	GRAEME L. PARKER	027 376 8881	15143	S.T.M.S.		
TC	T.O. SELBY	027 438 8472	28143	S.T.M.S.		
Others as required						
TMP preparation						
Preparation	G.L. PARKER	18-9-15		15143	S.T.M.S.	
	Name (STMS qualified)	Date	Signature	ID no.	Qualification	Expiry date
This TMP meets CoPTTM requirements				Number of diagrams attached		
TMP returned for correction (if required)						
	Name	Date	Signature	ID no.	Qualification	Expiry date

Revalidation

*

RCA consent (eg CARWAP) and/or RCA contract reference						
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						
<p>Approval of this TMP authorises the use of any regulatory signs included in the TMP or attached traffic management diagrams.</p> <p>This TMP is approved on the following basis:</p> <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"/>		



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.tararuadc.govt.nz

Application made under Tenth Schedule of the
Local Government Act 1974

Date Received

Application Fee: \$100.00

Receipt No:

THE APPLICANT

All contact details must be in New Zealand

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

EKETAHUNA OUR TOWN (TARARUA DISTRICT COUNCIL)

Contact Person:

MRS EMMA ELLIOTT

Mailing Address:

Contact:

Daytime: 06375 8009

Mobile:

After Hours: 06375 8009

Fax:

Email Address:

(Attach a separate sheet if required)

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)
- (1) ☐ Copies of relevant insurance documentation
- (2) ☐ 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)

(1) REFER TARARUA DISTRICT COUNCIL

(2) NOTIFICATION IN BUSH TELEGRAPH

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

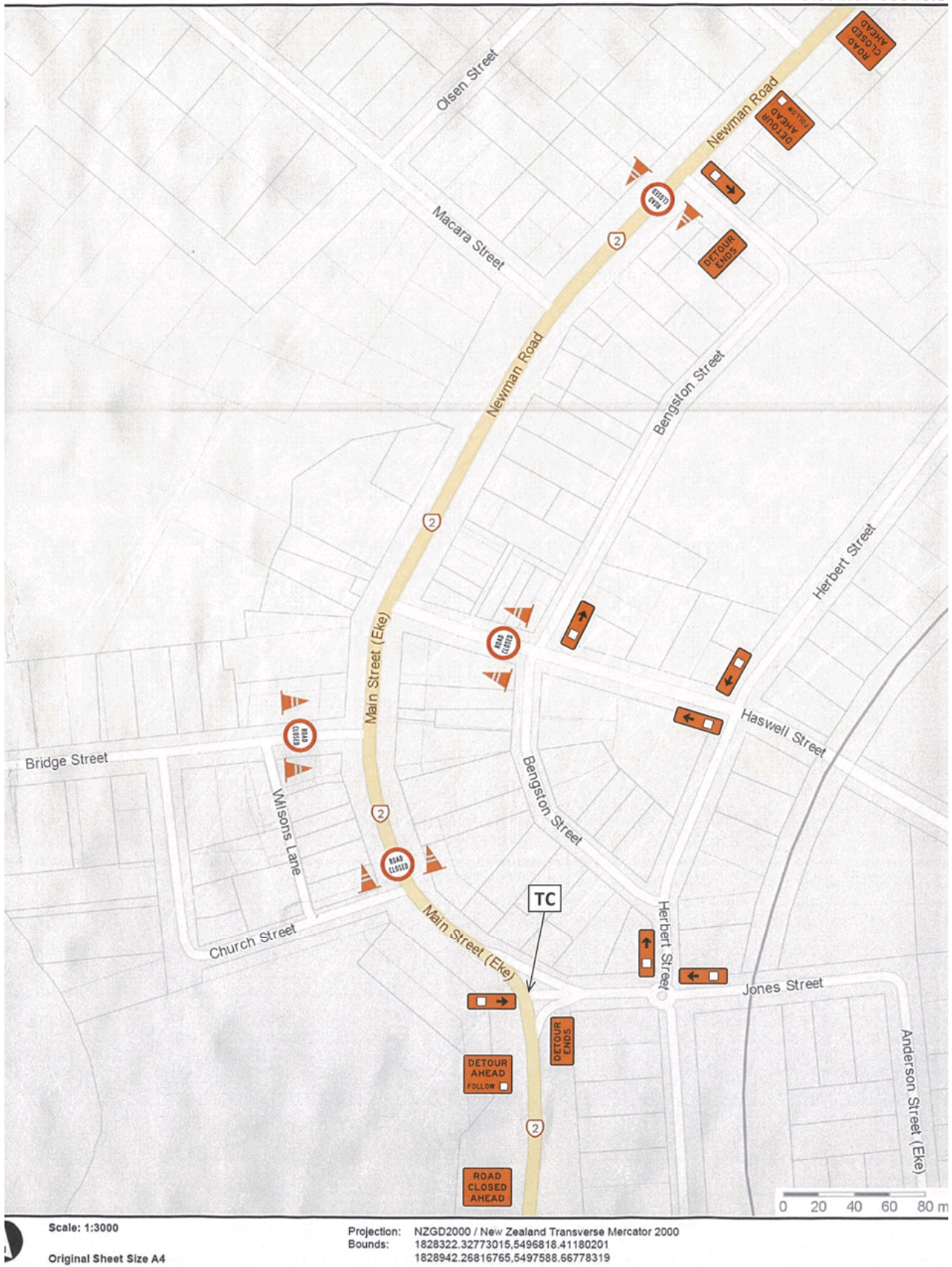
The following road is restricted to use for motor sport events every three years at the discretion of this Council:

- 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.

Eketahuna - Main Street

Print Date: 16/09/2015
Print Time: 3:10 PM



RCA consent (eg CAR/WAP) and/or RCA contract reference					
TRAFFIC MANAGEMENT PLAN (TMP) – FULL FORM					
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.					
Organisations /TMP reference	TMP reference:	Contractor: <u>PAHIATUA RAILCAR SOCIETY INC.</u>	Principal (Client): <u>Eketahuna CO-OP TOWN TARARUA DISTRICT COUNCIL.</u> RCA: <u>TARARUA DISTRICT COUNCIL.</u>		
Location details and road characteristics	Road names and suburb		House no./RPs (from and to)	Road level	Permanent speed
	<u>STATE HIGHWAY 2</u>		<u>842/1104 to 842/1144</u>	<u>1</u>	<u>50.</u>
Traffic details (main route)	AADT <u>3840</u>		Peak flows <u>UNKNOWN</u>		
Description of work activity					
<u>ANNUAL CHRISTMAS PARADE</u>					
Planned work programme					
Start date	<u>28-11-15.</u>	Time	<u>11.00 am</u>	End date	<u>28-11-15</u>
		Time			<u>1.00 pm</u>
Consider significant stages, for example:	<ul style="list-style-type: none"> road closures detours no activity periods. 				
	<u>ROAD CLOSURE</u> <u>SEE ATTACHED TRAFFIC MANAGEMENT PLAN.</u>				
Alternative dates if activity delayed	<u>None.</u>				
Road aspects affected (delete either Yes or No to show which aspects are affected)					
Pedestrians affected?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Property access affected?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Traffic lanes affected?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Cyclists affected?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Restricted parking affected?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Delays or queuing likely?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RCA consent (eg CAR/WAP) and/or RCA contract reference		
Proposed traffic management methods		
Installation (includes parking of plant and materials storage)	Signs (with trailer from Manawatu Events Equipment Trust) will be placed near their locations one hour prior to the event and erected 15 minutes prior to the start.	
Attended (day)	<u>Yes</u>	
Attended (night)	<u>N/A</u>	
Unattended (day)	<u>No</u>	
Unattended (night)	<u>N/A</u>	
Detour route	Refer to attached Traffic Management Plan.	
	Does detour route go into another RCA's roading network? Yes No (delete either Yes or No) If Yes, has confirmation of acceptance been requested from that RCA? Yes No (delete either Yes or No) Note: Confirmation of acceptance from affected RCA must be submitted prior to occupying the site. <u>RCA is the Principal</u>	
Removal	<u>Immediately following the event</u>	

RCA consent (eg CARMAP) and/or RCA contract reference				
Proposed TSLs (see TSL decision matrix for guidance)				
	TSL details as required Approval of Temporary Speed Limits (TSL) are in terms of Section 5 of Land Transport Rule: Setting of Speed Limits 2003; Rule 54001 (List speed, length and location)	Times (From and to)	Dates (Start and finish)	Diagram ref. no.s (Layout drawings or traffic management diagrams)
Attended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)			<u>Not</u> <u>Required</u>
Unattended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)			<u>Not</u> <u>Required</u>
Positive traffic management measures				
<p style="text-align: center;"><u>See Attached Traffic Management Plan.</u></p>				
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. 		

RCA consent (eg CARMAP) and/or RCA contract reference		
	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.
	Detour If because of the on-site activity it will not be possible to remove or reduce the effects of TTM once it is established a detour route must be designed. This is likely for: <ul style="list-style-type: none"> • excessive delays when using an alternating flow design for TTM • redirecting one direction of flow and / or • total road closure and redirection of traffic until such time that traffic volumes reduce and tailbacks have been cleared. The risks in the type of work being undertaken, the risks inherent in the detour, the probable duration of closure and availability and suitability of detour routes need to be considered. The detour and route must be designed including: <ul style="list-style-type: none"> • pre- approval from the RCA's whose roads will be used or affected by the detour route • ensure that TTM equipment for the detour - signs etc are on site and pre-installed. 	Actions When it is necessary to implement the pre-planned detour the STMS must immediately undertake the following: <ul style="list-style-type: none"> • Notify the RCA and / or the engineer when the detour is to be established • Drive through the detour in both directions to check that it is stable and safe • Remove the detour as soon as it practicable and safe to do so and the traffic volumes have reduced and tailbacks have cleared • Notify the RCA and / or the engineer when the detour has been disestablished and normal traffic flows have resumed.
	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. 	
Other contingencies to be identified by the applicant (i.e. steel plates to quickly cover excavations)	<p style="text-align: center;">None Identified</p>	

RCA consent (eg CARWAP) and/or RCA contract reference			
Authorisations			
Parking restriction(s) alteration authority	Will controlled street parking be affected?	Yes No	Has approval been granted? Yes No
Authorisation to work at permanent traffic signal sites	Will portable traffic signals be used or permanent traffic signals be changed?	Yes No	Has approval been granted? Yes No
Road closure authorisation(s)	Will full carriageway closure continue for more than 5 minutes (or other RCA stipulated time)?	Yes No	Has approval been granted? Yes No
Bus stop relocation(s) – closure(s)	Will bus stop(s) be obstructed by the activity?	Yes No	Has approval been granted? Yes No
Authorisation to use portable traffic signals	Make, model and description/number	N/A.	
	NZTA compliant?	Yes No (delete either Yes or No)	N/A.
EED			
Is an EED applicable?	Yes No (delete either Yes or No)	EED attached?	Yes No.
Delay calculations/trial plan to determine potential extent of delays			
NONE.			
Public notification plan			
TARARUA DISTRICT COUNCIL.			
Public notification plan attached?	Yes No (delete either Yes or No)		
On-site monitoring plan			
Attended (day and/or night)	Day		
Unattended (day and/or night)	No		

RCA consent (eg CARWAP) and/or RCA contract reference	
Method for recording daily site TTM activity (eg CoPTTM on-site record)	
<p style="text-align: center;"><u>Short Term Event</u> <u>1.5 hours.</u></p>	
Site safety measures	
<p style="text-align: center;"><u>Traffic Controllers will be on site</u> <u>during the entire event</u></p>	
Other information	
Site specific layout diagrams	
Number	Title
	REFER ATTACHED PLAN

RCA consent (eg CARWAP) and/or RCA contract reference						
Contact details						
	Name	24/7 contact number	CoPTTM ID	Qualification	Expiry date	
Principal	Eketahuna OVS TOWN Taranaki District Council.					
TMC						
Engineers' representative	None					
Contractor	Pahiatua Railcar Society INC.					
STMS	GRAEME L PARKER	027 376 8881	15143	STMS		
TC	TD SOLBY	027 438 8412	28413	STMS		
Others as required						
TMP preparation						
Preparation	G.L. PARKER	18-9-15		15143	STMS	
	Name (STMS qualified)	Date	Signature	ID no.	Qualification	Expiry date
This TMP meets CoPTTM requirements				Number of diagrams attached /		
TMP returned for correction (if required)						
	Name	Date	Signature	ID no.	Qualification	Expiry date

Revaluation
2011-12

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RCA consent (eg CARMAP) and/or RCA contract reference						
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						
<p>Approval of this TMP authorises the use of any regulatory signs included in the TMP or attached traffic management diagrams.</p> <p>This TMP is approved on the following basis:</p> <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"/>			

Eketahuna Town Centre Upgrade

Meeting: 1
Date: 15 October 2015
Time: 10.30am
Venue: Council Chambers, Pahiatua Service Centre
Attendees: Kathy Dever-Tod, Councillor Tracey Collis, Sharon Shannon, Josh Webster, Hamish Featonby, Ray Cannon, Grant Stevenson, Chris Edsall (via Video link)
Apologies: Dan Gerrard
Visitors:

Item		Responsibility
1.	Apologies Apology accepted from Dan Gerrard.	
2.	Agenda Everyone was introduced. Kathy outlined that the purpose of today's meeting was to ensure that everyone understood the purpose and structure of the group, and to initiate the planning phase of the project	
3.	Minutes of last meeting Being the first meeting there were no previous minutes	
4.	Action Log Being the first meeting there was no existing action log to review	
5.	Project Structure Council and the Eketahuna Community Board are the project sponsors, represented by Councillor Tracy Collis and Sharon Shannon respectively. It will be the responsibility of these two project team members to ensure that their group's interests are represented during project meetings and to communicate matters arising from the meetings to their group. All requests from the project team for decisions/input from the stakeholders will be made through their representatives, to ensure that communication lines are clear. The representatives are welcome to share project meeting minutes with their groups. The project manager is Dan Gerrard Kathy Dever-Tod represents Council's interests as owner of underground infrastructure and property. Kathy will also negotiate the licence to occupy with Chorus Ray Cannon will manage the project budget in conjunction with Dan Gerrard. Josh, Hamish, Ray and Grant will be the primary resource for design, planning and managing the delivery of the physical project.	

	Action 1: Kathy to ensure that a copy of these minutes, outlining the project structure, are provided before the next meeting of Council and the Community Board, to ensure all parties are aware of the project structure	Kathy D-T
6.	<p>Community Board projects</p> <p>There was a brief discussion on the role of the Community Board with respect to projects contained within the plan, noting that the Board mentioned, during their presentation to the Councillor workshop, about seeking a suitable log for the canoe, for example.</p> <p>It was good to establish what the Community Board could do and what the project team would do. Kathy suggested that negotiating with property owners about work on their properties was more appropriate for the Community Board members than the project team members, who do not personally know the owners, for example. The Community Board could perhaps organise the murals.</p> <p>Sharon asked for clarity as to whether any Community Board managed projects would be funded out the project budget. They could be If this was what was wanted noting however that the Community Board can also access funds that Council can not.</p> <p>Action 2: Establish what parts of the overall concept the Community Board would be willing to work on outside of the project team and bring this back to the next project meeting</p>	Sharon
7.	<p>Project Timeline</p> <p>Discussion was held on the project timeline. It was noted that in order to establish the timeline, the group needed the Eketahuna Community Board needed to establish which components of Dave Charnley's overall concept would occur and in what order. In order to do this, a cost for each component is needed to assess the fit with budget.</p> <p>The team then discussed what components were the highest priority to enter the design and preliminary costing phase now.</p> <ol style="list-style-type: none"> 1. Relocate the Kiwi. This is the cornerstone project and it needs to be right. The idea is to achieve a drawcard to the kiwi and across the road through the location of the kiwi, and the surrounding landscaping and the garden extensions. Need to ensure that the pavers and gardens are mirrored on both sides of the road. <p>There is quite a bit of levelling involved. In order to do things properly, need to do the paving etc first then move the Kiwi.</p> <p>There was some discussion on what to do with the old site once the kiwi moves. This can be discussed further at a later date.</p> <ol style="list-style-type: none"> 2. Town Entrances. This is primarily the new kiwi signs, noting that the entrance at the Northern end also has gardens around the sign. Will also need a fence to hide the LPG tanks. Whose is this land? Is it Public land or the Trust Land? 	

	<p>Action 3: Establish who owns the land and if it is Council Road reserve</p> <p>Southern entrance – is this on Council road reserve?</p> <p>There was discussion on the regulatory requirements regarding signs. If 1.2m x 2.4m or less, do not need a building consent. But may need a resource consent.</p> <p>Action 4: Consult with NZTA regarding their interest in the proposed signs</p> <ol style="list-style-type: none"> 3. Exterior of toilets. This includes both the signage and the paving outside 4. Council Service Centre – removal of gardens and change of pavement. 5. Cart – NZTA raised their concerns re the cart. Should look at doing this side of road at same time as service centre corner to match it in <p>Discussion was had about what to do next and who would design which components</p> <p>Action 5: Josh to visit site with Tracey and Sharon after meeting to familiarise himself and prepare for survey</p> <p>Action 6: Meet with Dave to establish what was needed to turn concepts into designs for the components listed above</p> <p>Action 7: Allocate design work for each component between Dave and the Tararua Alliance depending who was best placed to complete the design most cost effectively</p> <p>It was agreed that the timeline was entirely dependent on the indicative costings, as the Community Board could not state its preference for project order, until these were available.</p> <p>The next meeting of the project team will be on or about the 20th November. The design team will have only one month to complete design and rough order of costs. The indicative costings would be finalised at this meeting and then they would be available for the 4th December meeting of the Eketahuna Community Board.</p> <p>Action 7: Note the urgency of preparing rough order costs before the December meeting of the Community Board, in order to utilise the 2015/2016 construction season</p>	<p>Ray Cannon</p> <p>Ray Cannon</p> <p>Josh, Tracey and Sharon</p> <p>Ray and Josh</p> <p>Ray</p> <p>All</p>
8.	<p>Next Meeting</p> <p>On or about the 20th November</p> <p>Action 8: Determine date and time of next meeting</p>	<p>Dan Gerrard</p>

Meeting closed 11.30am

Report

Date : 20 October 2015

To : Mayor and Councillors
Tararua District Council

From : Craig Lunn
Planning Manager

Subject : **Request to Waive Resource Consent Fees**

Item No : **10.6**

1. Reason for the Report

Norsewood Heritage Limited has requested the Council to consider waiving the resource consent application and associated fees for a retaining wall.

2. Background

- 2.1 Norsewood Heritage Limited proposes to build an 80-metre long retaining wall behind the Kiwi Sock Company site located at 79 Hovding Street, Norsewood. The purpose of the retaining wall is to demarcate an adjoining ecology area, which is being developed as the “WopWops Wetland”.

The WopWops Wetland is open to the public as an historic, artistic, ecological and educational activity. The retaining wall will landscape the park, which is being set up to encourage eco-tourists to Norsewood. The KuiKui Charitable Trust runs the park and has an educational emphasis on the endangered longfin eel and the One Plan objective to clean up waterways.

The proposed retaining wall involves the deposit of up to 500m³ of metal. Resource consent is required because the volume of fill proposed exceeds the permitted environmental standard (100m³) in the District Plan. The application fee is \$660.00. If the application is notified and/or requires a hearing then associated fees will be incurred.

3. Benefits of Agreeing to the Request

- 3.1 The proposal will contribute to a prosperous economy, great lifestyle and sustainable environment. Those outcomes are goals that the Council has set to achieve in the Long Term Plan for 2015-2025. Waiving the resource consent application and associated fees is consistent with achieving the Council's objectives.

4. Significance Assessment

- 4.1 The decision recommended in this report is not considered significant in terms of the Council's policy on significance and engagement, and is a matter determined at the discretion of the Council.

5. Recommendation

- 5.1 *That the report from the Planning Manager dated 20 October 2015 concerning a Request to Waive Resource Consent Fees (as circulated) be received, and*
- 5.2 *That the Council waives the resource consent application and associated fees for Norsewood Heritage Limited to build a proposed retaining wall located at 79 Hovding Street, Norsewood, thereby acknowledging the historic, artistic, ecological, and educational benefits of the project it is associated with.*

Attachments

Nil.



Report

Date : 22 October 2015
To : Mayor and Councillors
Tararua District Council
From : Craig Lunn
Planning Manager
Subject : **Planning Matters Determined Under Delegated Authority**
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 **201.2015.34.1** **D. & R. Jenkins - 229 Pahiatua-Mangahao Road, Pahiatua**

Consent to subdivide Section 2 Survey Office Plan 462958 (CFR 665484) 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 3 August 2015, 14 August 2015 and 28 August 2015 including the subdivision plan drawn by Kevin O'Connor & Associates Limited dated "30/06/2015" reference "Job No. 215091" and held on Council file 201-2015-34-1, except as required by the following conditions.
2. That Lot 2 hereon and Mangatainoka 2BH2E2 (residue CFR 665484) be held in one Certificate Freehold Register. See LINZ reference: 1311281
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 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. On the development of Lot 2, please contact the Area Supervisor at Tararua Alliance (06 374 5341) regarding vehicle crossing construction standards.

2.2 201.2015.37.1 Tararua District Council – Cnr Swinburn & High Street, Dannevirke

Consent to subdivide Part Lot 1 DP 8379 (CFR HBC3/1329) and Lot 1 DP 12619 (CFR HBE3/19) 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 8 September 2015, including the subdivision plans drawn by C G Bone dated "28/8/2015", and held on Council file 201.2015.37.1, except as required by the following conditions.
2. That this consent will lapse if not given effect to within 5 years from the date of commencement, under Section 125 of the Resource Management Act 1991.

Advice Notes:

- a. Pursuant to Section 357 of the Resource Management Act 1991, if you disagree with this decision or any of the conditions of consent, you may lodge an objection in writing to the Tararua District Council. The objection must be received within 15 working days of the receipt of this written decision.
- b. Parcels of land subject to this subdivision have been identified to have had an activity described on the Hazardous Activity and Industries List undertaken on it. In the event the use of the land is to change, Resource Consent may be required under the Resource Management (National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health) Regulations 2011. Please contact the Planning Department on (06) 374 4080 for more information.

3. Land Use Applications

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

3.1 202.2015.30.1 Higgins Contractors Ltd – 124 Tamaki River Road, Dannevirke

Consent to extract up to 20,000m³ of metal from the site over a 10-month period for use at the State Highway 2 realignment works at Otamaraho. The proposed works will operate between 7am to 6pm, Monday to Saturday. Extraction will involve stripping and stockpiling topsoil, excavating metals from the land and loading onto trucks for transport off-site. Rehabilitation will involve contouring, distributing topsoil and grassing.

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 22 July 2015 and further information received on 7 August 2015 and 7 September 2015, except where another condition of this consent must be complied with. This information is held on Council file 202.2015.30.1.
2. The consent holder shall be responsible for all operations related to the exercise of this resource consent, and must ensure employees and contractors are made aware of the conditions of this resource consent and ensure compliance with those conditions.
3. The consent holder shall ensure that noise from activities authorised by this consent does not exceed the following noise limits:
 - 7.00 am - 7.00 pm daily 55 dBLAeq(15 min)
 - 7.00 pm - 7.00 am daily 45 dBLAeq(15 min) and 75 dBLAFmax

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

4. The consent holder shall ensure that any dust generated through the exercise of this consent does not cause nuisance beyond the boundary of the site.
5. Prior to the commencement of works, the consent holder shall form the existing vehicle crossing as per the application and requirements of the Area Supervisor at Tararua Alliance. Please refer to advice note b. for additional comments.
6. Within 10 working days of completion of the works, the consent holder shall provide in writing to the Tararua District Council Planning Manager outlining that the rehabilitation works have been undertaken in accordance with the application reference 202.2015.30.1.
7. If any archaeological site, taonga or koiwi is discovered during the works authorised by this consent, the consent holder shall immediately cease work at the affected site. The consent holder shall notify Ngati Kahungunu Iwi Incorporated and Rangitane o Tamaki Nui a Rua, Heritage New Zealand, the Tararua District Council Planning Manager, and in the case of koiwi, the Police, and shall not recommence works in the area of the discovery until the relevant Heritage New Zealand and Kahungunu Iwi Incorporated and Rangitane o Tamaki Nui a Rua approvals to damage, destroy or modify such sites have been obtained and the Tararua District Council Planning Manager has given authorisation to recommence the activities. Please refer to advice note d. for additional comments.
8. 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. Prior to the commencement of works, please contact the Area Supervisor at Tararua Alliance (06 374 5341) regarding your vehicle crossing construction requirements.
- c. Prior to the commencement of works, please contact the Performance Manager at Tararua Alliance (06 374 5341) regarding your Traffic Management Plan. Traffic movements may not commence until the Traffic Management Plan has been approved.
- d. 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.

3.2 **202.2015.36.1** **Davis Property Developments Ltd – 17 Burns Street, Dannevirke**

Consent to cover an existing 36m² deck with timber frame and clear light roof that will exceed the permitted standard for projections over outdoor living courts.

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 13 August 2015, except where another condition of this consent must be complied with. This information is held on Council file 202.2015.36.1.
2. 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.

4. Variation to Consent Conditions

Pursuant to Section 127 of the Resource Management Act 1991, the following consent conditions have been changed:

4.1 202.2011.59.2 Genesis Energy Ltd – Castle Hill Wind Farm, Southern Tararua and Northern Masterton.

Consent to vary conditions 69 and 74 of schedule one of land use resource consent 202.2011.59.1 for the Castle Hill Wind Farm (CHWF). The variation requires Pre-Construction Lizard Surveys and Cultural Health Monitoring Plan documentation be provided at least 18 months prior to the commencement of construction. The original conditions required this documentation be provided at least one year following commencement of consent.

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

- The variation will have less than minor actual or potential adverse effects on the environment; and
- The variation is consistent with the relevant objectives and policies.
- The variation is consistent with the purpose and principles of the Resource Management Act 1991.

Pursuant to Section 127 of the Resource Management Act 1991, consent was granted to replace conditions 69 and 74 with the following conditions:

Condition 69: The survey methodologies and reporting mechanisms for the Pre-construction Lizard Surveys shall be submitted to the regional councils for approval at least 18 months prior to the commencement of any construction. Construction activities must not commence until written certification has been obtained.

Condition 74: The consent holder shall submit a Cultural Health Monitoring Plan (CHMP) to all councils for approval at least 18 months prior to any construction commencing, or within such longer time as may be approved by the [relevant Councils]. Cultural health monitoring shall be undertaken in accordance with the approved CHMP.

The CHMP shall be developed following consultation with Kahungunu ki Tamaki Nui a Rua, Ngati Kahungunu ki Wairarapa, Rangitāne o Tamaki nui a Rua and Rangitāne o Wairarapa and shall include, but not be limited to, the following considerations:

- Plan purpose and objectives;
- Roles, responsibilities and contact details of key personnel involved in the implementation of the management plan;
- Details of works areas within catchments to be monitored and rationale for selecting chosen monitoring locations;
- The cultural health indicators that are to be monitored;
- Details of monitoring locations, including plans clearly illustrating these;
- The monitoring techniques and methods to be used;
- Data collection, recording and reporting procedures;
- The duration and frequency of monitoring;
- The term of the plan and review procedures.

The CHMP shall be based on the document titled “Cultural Health Index for Streams and Waterways, 2006”, prepared for the Ministry for the Environment by Gail Tipa and Laurel Teirney.

A suitably qualified and experienced person shall undertake monitoring.

Notwithstanding the duration and frequency to be defined above, baseline monitoring of the identified cultural health indicators as specified in the approved CHMP shall commence at least 12 months prior to construction commencing.

Monitoring locations shall include as a minimum the Te Hoe Stream, Tiraumea River, Taueru River and Whareama River.

5. Notices of Requirement

Pursuant to Section 181 of the Resource Management Act 1991, the following alterations to existing designations have been determined:

5.1 209.2015.14.1 Powerco Limited – Pongaroa Substation, Route 52, Pongaroa

Agreement to the notice of requirement by Powerco Limited to alter the dimensions of the existing Pongaroa Substation designation. The designated area was increased by 597m². The alteration was made to enable the following improvement works:

- Altering the boundary to match the recent proposed subdivision boundary
- Installing a new 5MVA transformer 3.5metre in height and grey unpainted steel
- Installing a new portacom switchroom (6.0m(l) x 3.6m(w)x3.4m(h)) housing a 4 x 11kV switchboard
- Installing a new oil containment 300mm bund around the transformer
- Remove the existing transformer and old pole mounted reclosers during construction
- Installation of associated cabling and earthing grid
- Concrete pad and foundations
- Erection of stock proof fencing on the site boundary and new 2.4 metre security fence erected 1 metre within the boundary
- New vehicle crossing on the southern side of the site

6. Recommendation

6.1 *That the report from the Planning Manager dated 22 October 2015 concerning Planning Matters Determined Under Delegated Authority (as circulated) be received and the contents are noted.*

Attachments

Nil.

Report

Date : 22 October 2015

To : Mayor and Councillors
Tararua District Council

From : Clayton Locke
Liquor Licensing Officer

Subject : **Liquor Licensing Matters Determined Under Delegated Authority**

Item No : **10.8**

1. Reason for the Report

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

2. Renewal of Manager's Certificates

- 2.1 Under Section 224 of the Sale and Supply of Alcohol Act 2012, the following have made application for the renewal of their Manager's Certificate.
- 2.2 Reports have been obtained from the Police and the Liquor Licensing Inspector, neither of whom have raised any matters in opposition to the application.
- 2.3 In such a situation, Section 228 requires the Agency to renew the certificates on the conditions presently attached to them for a further period of three years.
- 2.4 The following renewal applications have been made, no objections have been received nor have any matters in opposition to the renewals been raised in the reports filed.

Managers Certificate - Renewal of Manager Certificate

License / Cert No	Premises	Applicant	Issue Date	Expiry Date
401.2014.00005134.001	Club Hotel	Ms P Edwards	14 Sep 2015	11 Aug 2018

3. Renewal of On, Off and Club Licences

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

No New Manager Applications have been received

4. New Certificates

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

Managers Certificate - New Manager Certificate

License / Cert No	Premises	Applicant	Issue Date	Expiry Date
401.2015.00005159.001	Makuri Country Club	Mr J W Blathwayt	14 Sep 2015	14 Sep 2015
401.2015.00005160.001	Makuri Country Club	Mr A C Poulton	14 Sep 2015	14 Sep 2016
401.2015.00005161.001	Bottle 'O - Pahiatua	Ms J Riki	14 Sep 2015	14 Sep 2016
401.2015.00005162.001	Lindauer Cafe and Restaurant	Mr D Harding	14 Sep 2015	14 Sep 2016
401.2015.00005152.001	Mangatera Hotel	Mr J P Molloy	14 Sep 2015	14 Sep 2016
401.2015.00005158.001	Pongaroa Hotel	Ms A M Hill	14 Sep 2015	14 Sep 2016

5. New On, Off and Club Licences

- 5.1 Section 100 of the Sale and Supply of Alcohol Act 2012 provides that a person, company, chartered club, or such like as provided for under the Act may apply to the District Licensing Agency for the issue of an On, Off or Club licence.
- 5.2 The Act requires the applicant to publicly notify the application twice.
- 5.3 Reports on the application are obtained from the following:
- Police, Licensing Inspector and MidCentral Health
 - New Zealand Fire Service (all applications that trigger the required level for reporting)

5.4 If no objections are filed, and no report filed raises any matter in opposition to the application, the District Licensing Agency is to issue the licence for a period of one year with conditions attached to it.

5.5 The following renewal applications have been made, no objections have been received nor have any matters in opposition to the application been raised in the reports filed.

On Licence - New On Licence				
License / Cert No	Premises	Applicant	Issue Date	Expiry Date
400.2015.00005437.001	Red Chillies	Nepnz Ltd	15 Sep 2015	15 Sep 2016

6. Special Licences

6.1 Under Section 22 of the Sale and Supply of Alcohol Act 2012, the following have made application for Special Licences for the occasions detailed.

6.2 Reports have been obtained from the Police and the Liquor Licensing Inspector, neither of whom have raised any matters in opposition to the application.

6.3 In considering each application, the Licensing Agency must have regard to the following matters:

- The nature of the particular occasion
- The suitability of the applicant
- The days on which and the hours during which the applicant proposes to sell liquor
- The steps proposed to be taken to ensure that prohibited persons are not served
- The applicant's proposals relating to the sale and supply of non-alcoholic refreshments and food
- The reports from the Police and the Liquor Licensing Inspector

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

Special Licence - Special Licence				
License / Cert No	Premises	Applicant	Issue Date	Expiry Date
400.2015.00005455.001	Dannevirke Town Hall	Sport Manawatu	16 Sep 2015	16 Oct 2015
400.2015.00005457.001	Tararua Club	Tararua Club Inc	16 Sep 2015	17 Oct 2015
400.2015.00005456.001	Dannevirke Tennis Club	Dannevirke Tennis Club	16 Sep 2015	17 Dec 2015

- 6.5 Under Section 22 of the Sale and Supply of Alcohol Act 2012, the applications for Special Licences are approved subject to the following conditions:
- At all times when liquor is available for sale, a reasonable range of non-alcoholic refreshments and food is to be available for consumption on the premises at all times while liquor is being sold.

7. Temporary Authority

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

No Temporary Authority Applications have been received

8. Recommendation

- 8.1 *That the report from the Liquor Licensing Officer dated 22 October 2015 concerning Liquor Licensing Matters Determined Under Delegated Authority (as circulated) be received and the contents are noted.*

Attachments

Nil.



Report

Date : 22 October 2015
To : Mayor and Councillors
Tararua District Council
From : Blair King
Chief Executive
Subject : **Staff Report to October Council Meeting**
Item No : **10.9**

1. Reason for the Report

This report is to update Councillors on key projects and items of interest for the period from 23 September 2015 to 21 October 2015.

Key Points

2. Woodville Impounded Supply

We have engaged Opus Consultants to use a drone fitted with LIDAR capable surveying equipment to gain the topographical data upstream and downstream of the current impounded supply. This will be our first use of such a drone for surveying, and the cost is marginally below that of ground-based, but has an advantage of including video. Depending on the success, we are likely to consider this drone for other survey work across the Assets team.

This work is needed to confirm the scope of the detailed design required for building consent purposes.

3. Project Delivery Control Systems

Following Councillor feedback when this spreadsheet was tabled in the September workshop, staff are separating the budget column into “forecast cost to complete” (for the overall project or stage as relevant), and budget. This spreadsheet will be the key plank supporting Council’s Audit and Risk internal control system.

4. Building Control Officers obtain Diplomas

All three Building Officers successfully passed their National Diplomas in Building Surveying this month. These diplomas are one of the requirements imposed on councils under amendments to the Building Act, and required attendance at block courses plus evidence of on-the-job learning. The Building Team Leader scored excellent in the accreditation test, which highlights the calibre of staff Council has.

5. Woodville i-SITE and Library Upgrade

Specialist Earthquake Engineering firm – Beca, are progressing the detailed design that uses the concept plans developed in conjunction with the Woodville Upgrade Residents Group. Heather Taylor and Peter Wimsett met with the engineer involved in mid-October to clarify space and layout requirements. There is still an intention to have a 24-hour toilet accessible from the bus-stop side of the building as part of this building development. Once Beca has completed their detailed costings, this will be reported back to Council for consideration, likely to be the December meeting.

6. Earthquake Prone Legislation

I attended the first day of a two-day invitee only workshop with LGNZ and MBIE (Ministry of Building Employment and Innovation) to refine the scope of the proposed Building Act amendments on Earthquake Prone buildings. Significant progress has been made through this and previous workshops to better align costs for Earthquake Prone identification and remediation, with expected benefits. For example, previously it was councils that were expected to analyse all potential buildings, now that cost obligation is on the building owners. Similarly, experience with timber buildings resilience means less of these are included in the scope of the proposed amendments.

The new Act is unlikely to come into force until early 2017.

Activity Reports

Tararua Alliance

7. Executive Summary

The focus in September has been continuing the work associated with the emergency event in late June and moving into the early rehabilitation sites within the district. The majority of the emergency clean-up work is complete and work is underway on the larger project work.

This season's re-seal sites have been confirmed and the sealing chip has been stockpiled. The reseal crews are programmed to start in late October on the network. Being able to undertake the reseal sites early this year is a direct result of focussing on the pre-reseal repairs last season and the Alliance has now achieved a year in advance on the reseal programme. Work will also begin on the pre-reseal repairs for 2016/2017 over the next few months. This enables the right work to be completed at the right time of the year, improving quality and reducing potential rework costs.

With the improved weather, work is now ramping up again on the Saddle Road project. Funding has been approved by the NZ Transport Agency for a second set of sites estimated at approximately \$3.4m and this will form stage 2 of the overall project. The team is currently reviewing the design and estimates for this work.

The planning team has been busy finalising testing and designs for this year's rehabilitation projects and aligning these to the Tararua District Council and NZ Transport Agency's approved budgets. The majority of the rehabilitation programme has been confirmed and designs have been completed.

The tracking of the Target Cost versus Actual Costs is now underway. There have been some teething issues with coding but this is expected to improve over the coming months. The Target Cost versus Actual Cost will become the primary tool that the Alliance uses to measure financial achievements and success.

The Performance Framework is now fully integrated into the Tararua Alliance and the team is measuring all inputs and outputs within the Alliance and reporting upon results. The focus is on improved planning and integrated asset management.

Safety continues to be a focus and the team has very good processes and procedures in place. This has been a highlight in the Alliance and the team have created a real Zero Harm culture in the field.

8. Planning

Work has continued with completing check sheets to evaluate Target Cost Estimates versus Actual Expenditure. This tool has been developed to monitor monthly expenditure against predicted expenditure, as well as monitoring individual unit item estimates to determine actual productivities and efficiencies of the physical work crews.

Preparation has also continued with developing schedules for the pavement rehabilitation sites for the 2015/2016 season. Three sites have already been handed over to the Delivery team to undertake construction.

A workshop held by NZ Transport Agency was attended by the Planning team to discuss preparation for the One Network Road Classification (ONRC). Topics discussed at the workshop included:

- Discussion on service level performance measures
- Future reporting procedures
- Council and community awareness of the ONRC

There is still uncertainty amongst local authorities around setting Performance/Service Levels for each Road Category. Further workshops are being planned over the next 12 months and the team is also attending the Business Case approach workshop in mid-October so that the Alliance can start progressing towards this new requirement. Basically, the Business Case approach will be used for future funding justification.

Additionally discussed was Council and community awareness to the implementation of ONRC. As the process is further identified, the Alliance will undertake workshops with Councillors to advise them of the process and how best we can involve the community in any changes to levels of service and funding.

The Alliance is currently undertaking a footpath and kerb and channel all faults inspection to evaluate the condition of these assets. This data will form the basis of the forward work programme for these assets over the next 10 years. The Alliance will also undertake another inspection on these assets in 12 months time to compare changes in condition and trend analysis.

The Hawkeye survey has been delayed and is now programmed to begin in November. This will not affect the planning of works, as our forward works programme is already in place for 2016/17. The information derived from this survey will however formulate the basis for the following year's forward works programmes.

8.1 2014/2015 Pavement Rehabilitation Sites

2014/15 Sites to Complete

Road	Chainage	% complete
Valley Rd	6326 – 6851	80%

8.2 2015/2016 Pavement Rehabilitation Sites

2015/16 Priority Sites

Road	Chainage	% complete
Route 52 - 052-109	3788 - 4376	
Route 52 - 052-109	8297 - 8525	15%
Ormondville – Te Uri Road	11323 - 11653	
Pahiatua – Pongaroa Road	36864 - 37782	
Tourere Road	2633 - 2853	
Weber Road	28173 - 28500	
Pahiatua Track Road	2265 - 2534	

Work has now commenced on this season's pavement rehabilitation sites with crews working on Valley Road and Route 52. The stabilising crews are booked in for November to undertake the stabilised sites for this year's rehabilitation projects.

9. Delivery

9.1 General Maintenance

Work has continued with 19 new signs and poles being upgraded, repaired or replaced, and 100 roadside marker pegs have been installed across the network. This is part of our general ongoing maintenance programme, along with sight rails that are being repaired and replaced as required.

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

Programmed routine drainage work and high shoulder removal has been undertaken on the following road:

- Mangahei Road

9.2 Sealed Pavement Maintenance

The 2015/16 pre-reseal repairs have been identified and programmed for completion. Our crews have completed 95% of these repairs, and all drainage repairs have been completed for the season. Drainage work on the 2016/2017 pre-reseal repairs has commenced, and pavement repairs will start as soon as the remainder of the 2015/2016 repairs are completed.

9.3 Unsealed Pavement Maintenance

Work has continued with grading and maintenance metalling throughout the district. The Alliance is beginning to see the benefits of the grading system and process now reducing the frequencies on parts of the network. Some of the roads completed in September included the following:

- | | |
|----------------------|-------------------|
| • Makairo Track Road | • Manuhara Road |
| • Tawera Road | • Buckland Road |
| • Tamaki East Road | • Coppermine Road |
| • Swinburn Street | • Johnson Road |

9.4 Rural Mowing

Alliance sub-contractor (Hopkins Mowing) has started on the annual mowing programme for 2015/2016. They have commenced work in the Norsewood area and will work from there around the network. All work is programmed and managed through a weekly update with the area supervisors.

9.5 Emergency Works

Due to heavy rain in September, we have identified numerous sites across the district that have been affected by slips, dropouts, heavy scour, loss of metal on unsealed roads, and blocked culverts that require drainage reinstatement. All work is being identified and programmed. The majority of the operations work done throughout the last month has been repairing flood damage sites.

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

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

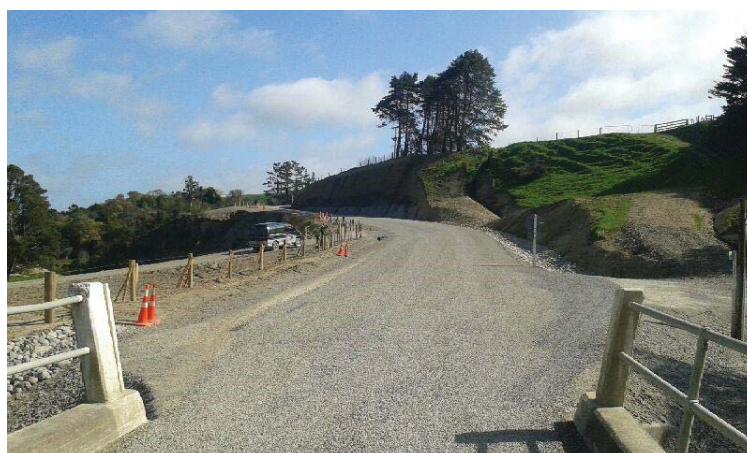
- Kopikopiko Road
- Tararua Road
- Range Road
- Route 52, 121 section
- Rimu Road
- Pahiatua Pongoroa Road
- Route 52, 93 section
- Ormondville Te Uri Road
- Tuturewa Road
- River Road



River Road - dropout caused in the September rain event



Huia Road - heavy scour caused by blocked culvert, water running across the road.



Castlehill Road realignment, sealing completion.

9.6 Urban Construction / Maintenance

The Alliance has been continuing regular clearance of litter bins in Dannevirke as well as routine cleaning of all main streets. Where possible, mechanical street cleaners are being used to both clean kerb and channel as well as regular sump cleaning. The litter bins in Woodville, Pahiatua and Eketahuna are being emptied by our subcontractors, Brees Property Maintenance and Wilson's Garden Services.

Urban crews have completed pre-reseal areas, lifting fire hydrants and manholes. Work continues on reinstatement work as required for the assets team. Footpath and road repairs have been undertaken on the corner of McLean and Station Streets.

The installation of new LED lighting in Dannevirke is progressing down the main street.

New kerb and channel has been poured outside the recycling centre in Pahiatua.

Work has commenced on the 2016/2017 pre-reseal repairs, and is programmed to remove the flagpole in the centre island on the main street in Pahiatua.



McLean Street Corner Upgrade



LED Light Installation

9.7 Pavement Rehabilitations

Physical work earthworks, drainage and pavement have commenced on the 2015/16 rehab sites. All work has been scheduled and programmed and the first three sites are due for completion by 20 November 2015.

Drainage crews have started work on Route 052-109 (8297 – 8525) and are currently working on a shoulder bench and fill activity.

The 150mm overlay on Valley Rd (6236 – 6851) is nearing completion. All the aggregate has been laid. The site is scheduled for sealing on Thursday 15 October.

Handover meetings (planning stage to construction) for Pahiatua – Pongaroa Road took place on Tuesday 13th October, with physical works planned to commence by the end of the week.

Pavement investigation is continuing for the Pahiatua Track site. Test pit samples are currently in the lab being tested first for grading then, depending on the results, they will be tested for potential stabilising. Benkelman beam testing is also complete. The results indicate that the existing pavement is performing well.

For the remaining priority sites, these are in the final stages of design and should be complete by the end of the month.



Route 052-109 bench and fill



Route 052-109 sight benching

Valley Road (6326 – 6851)



Valley Road overlay



Valley Road overlay

9.8 Saddle Road Upgrade – October 2015

The recent good weather has allowed work on the Saddle Rd Upgrade project to progress well.

Both of the new cantilevered timber retaining walls have been completed at the bottom of the hill on the Ashhurst side (Site 7). Due to the better soil foundation conditions and the design height on reaching 1.8m, we did not need to use tie back anchors. This saved a significant amount of cost as well as reducing the installation time by more than half. The pavement crew is now on site, and have been digging out the old pavement at each end of the new alignment so that the new pavement will match into the existing levels.



Stringfellow's also have another team working on Site 3, near Cook Road. Earthworks are progressing well, and shoulders are being prepared for widening. The old pavement is also being undercut to match the new design level. We have been working closely with Chorus, Scanpower and Meridian, who are all taking advantage of the construction by relocating underground services in conjunction with the project.



9.9 Assets & Utility Design

Wilson Lane Eketahuna

Sealing has been completed.

Manhole installs – Eketahuna

All programmed manholes for the relining team have been completed, with the inclusion of an extra manhole installed on SH2. This was due to a bend and dropped section being unsuitable for relining. Dave Watson is considering whether one more manhole needs replacing on Newman Road, and any extra haunching repairs.

Woodville Manhole Relining Programme

The Alliance has commenced the Woodville manhole installation, with 3 manholes in McLean St being installed on the week of the 28th September.

Pahiatua Recycling Centre

All drainage and watermain works have been completed. Due to the amount of ground water present on site, extra sub soil drainage will be laid.



Sewer & S/W service heading into building



Watermain and hydrant on road reserve

Crewe St, Pahiatua - Watermain Link

The Alliance has completed the new 100mm diameter watermain approximately 155 m long, linking the existing watermains in both Tararua and Tui Streets. This also includes the installation of a new fire hydrant half way along Crewe St. The main has been both pressure tested and disinfected. We are programming to connect and liven this main up on the week of the 5th October.



*Crewe St - watermain trench excavated
c/w sand bedding*



Pipe laid ready to be covered

London, Dublin and Denmark Streets all have wastewater and water renewals programmed. These renewals will be programmed around the water treatment upgrade works at the Dannevirke plant. Extent of works currently being determined.

10. Performance

10.1 Traffic Management Plans & Carriageway Access Requests

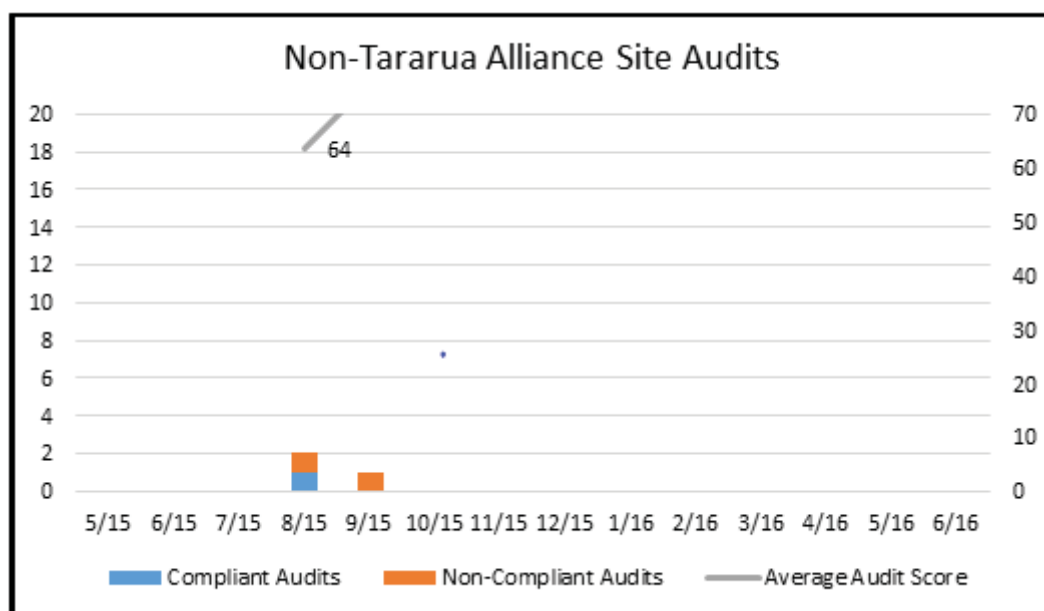
Minimal Traffic Management Audits were undertaken in September, however the results have been encouraging with all sites compliant.

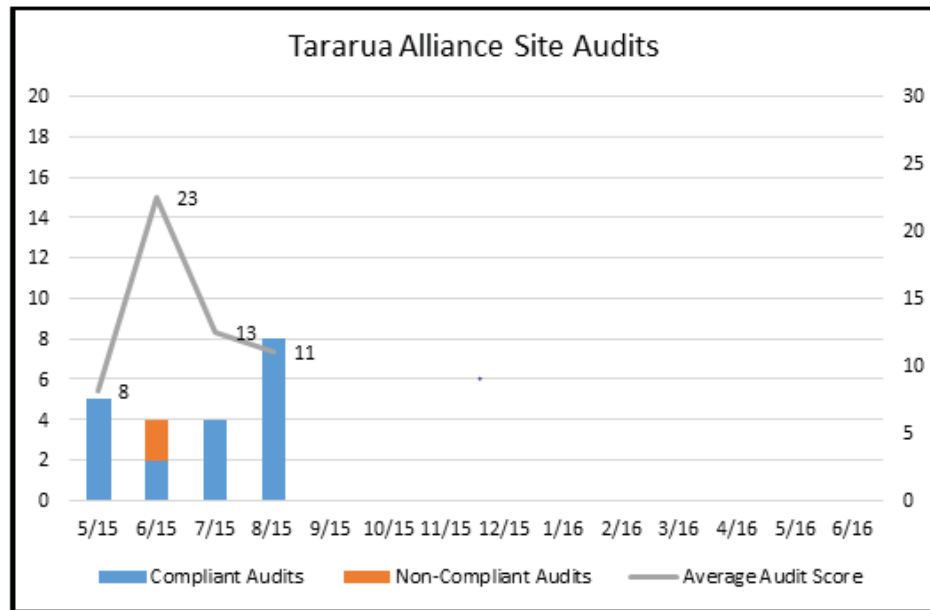
The Performance Manager also audited several other sites managed by other contractors with one site non-compliant.

Twenty traffic management plan applications were received and approved over the month of September.

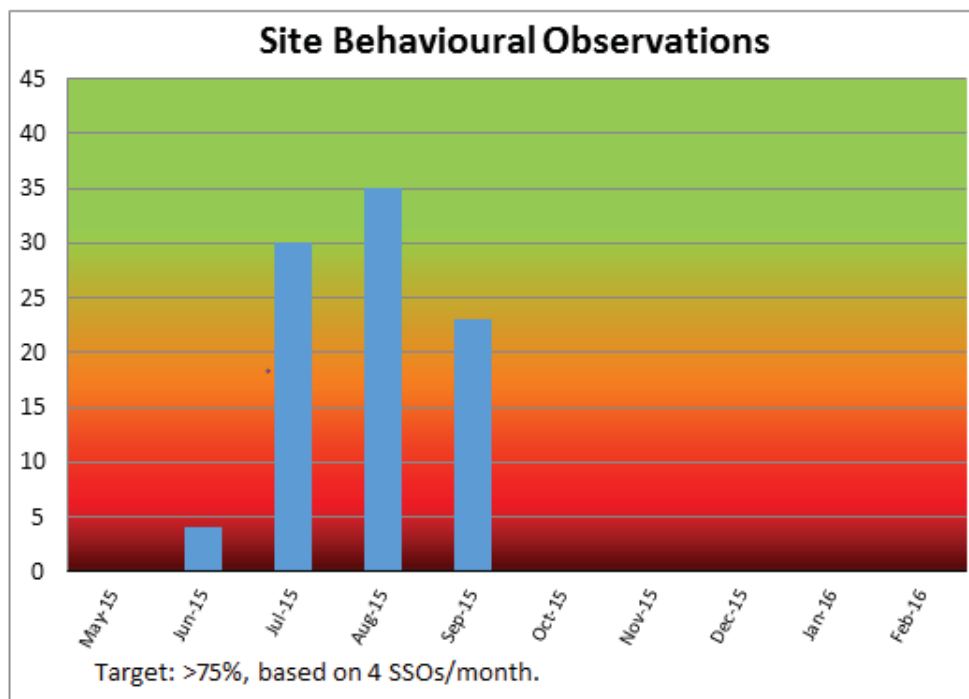
Twenty two carriageway access request applications were received and approved during the month.

The Alliance has initiated a Service Authority meeting to discuss Forward Works Programmes with utility providers. There was an excellent turnout with 23 contractors attending from a wide range of contractors to utility asset owners. Discussed at this meeting was the Alliance Forward Works Programme from the Alliance planning team, and the NZTA reseal programme. Also on the agenda was the proposed local CAR conditions, which we are working through implementing with all service providers.



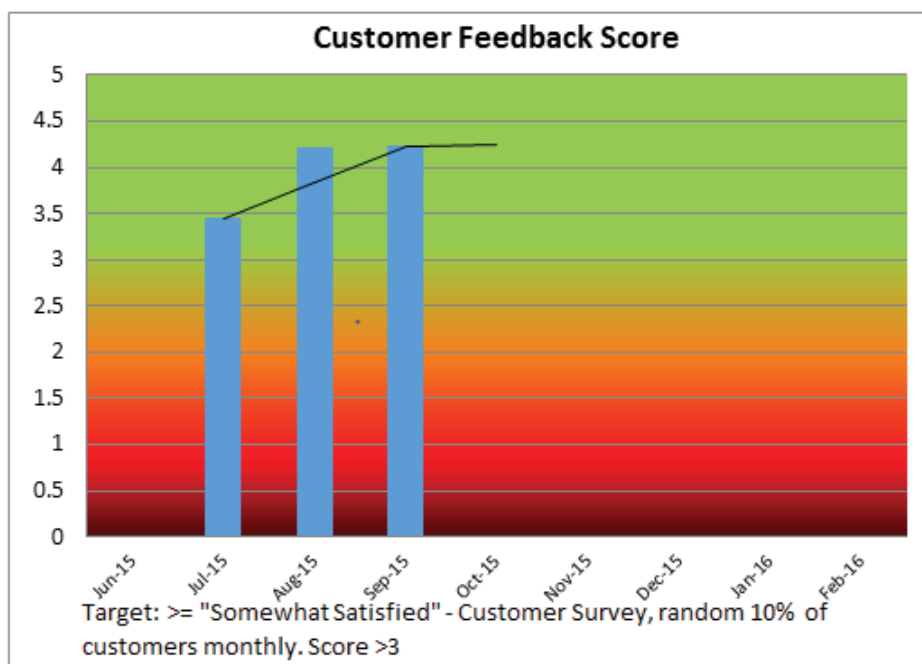


Formal traffic management audits are being undertaken to measure the standard of traffic management within the Tararua District. This will be ongoing to lift the compliance level with only one non-Alliance site not complying this month.

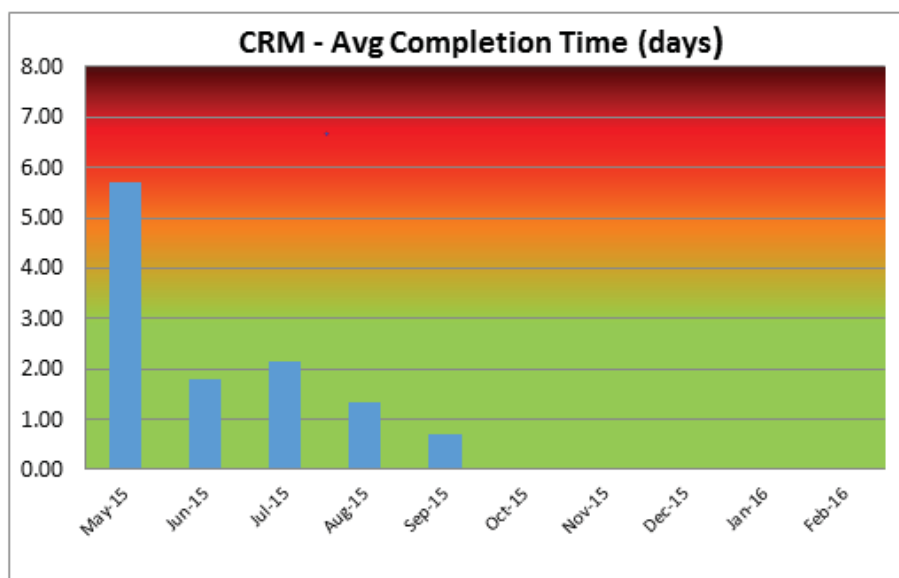


Safety behaviour observations are carried out throughout the Tararua District on Alliance work sites. Audits will continue on these work sites, focusing on improving health and safety, with the new legislation coming in to effect early next year.

10.2 Customer Feedback Surveys

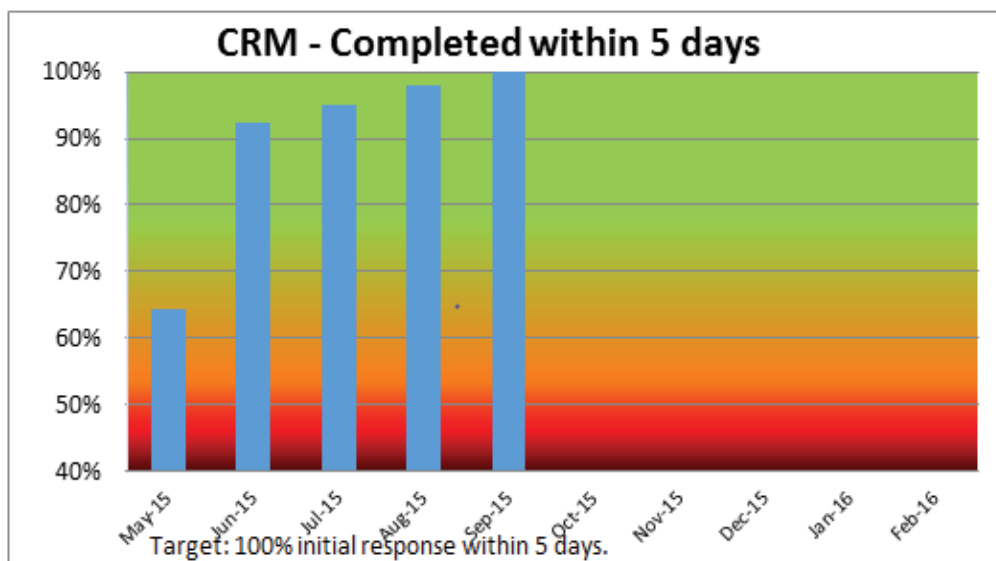


Over the last month the Alliance has undertaken a minimum of 10% customer satisfaction survey's. The results from this show there has been an improvement in the response, satisfaction and communications to CRMs from the Alliance.



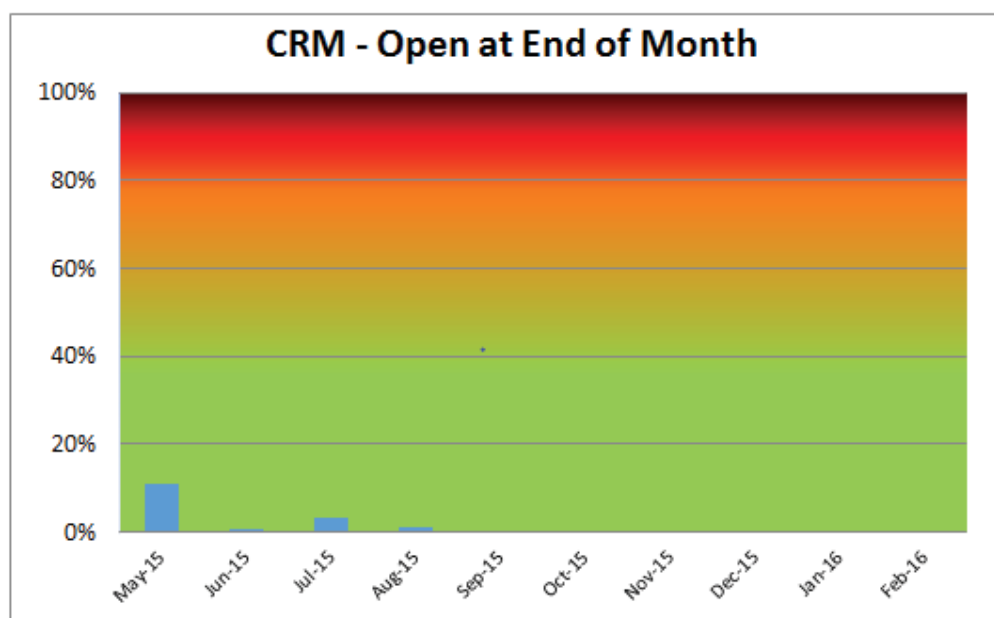
Tararua Alliance has completed 100% of the CRMs within the five days to meet the KPIs.

Out of the total received, 96 were roading-related, 3 were stormwater related, and one water related.



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

CRM completion times are continually being monitored on a weekly basis to improve and meet the target completion time of five days. Over the last few months there has been a strong focus to meet the KPIs in this area.



The Alliance is continually monitoring the open CRMs to meet the goal of having in excess of 95% of all CRMs closed by the end of each month.

Assets Group

11. Executive Summary

The capital works programme is progressing. The Dannevirke water treatment upgrade project remains in the planning phase, the Dannevirke public toilets are in the consenting phase, the Pahiatua Town Hall toilet upgrade is nearing completion and the Pahiatua wastewater plant has been commissioned.

The number one pond in Dannevirke has been drained and the sludge removal commenced. The remaining ponds and the treatment plant are satisfying the town's sewage needs without any issues at this time. The treatment for the whales that have appeared in the liner in the Woodville pond is not going to be straight forward and will involve unbudgeted expenditure on behalf of Council. The reason for this is that the ground water level underneath the pond is forcing the methane gas up, which is causing these whales to appear above the water and therefore not allowing the gas to disperse out of the vents on the outer edge of the pond lining. Any impact on the overall capital budget will be reported to Council in November but it is estimated that the cost of fixing the problem is about \$50,000.

The relining of the Eketahuna waste water pipes has been completed. The Tararua Alliance is continuing in the town with pipe replacements.

The Pahiatua recycling centre rebuild project is nearing completion. A major determinant of the completion date will now be the weather as the inside work is largely complete, but the car parking and hardstand areas still need to be laid. Council officers are progressing the preparation of consent to subdivide the balance of the land to enable sale in the future.

The unseasonably cold and stormy October has caused delays with the parks and reserves garden renovation programme. The large garden replant in the Upper Domain was completed, however the weed spraying has been delayed. Replanting of the bare patches in the Woodville Town Centre gardens is due to commence next week, assuming all the plants arrive on time.

The consultation process regarding the future development of Fountaine Square is continuing with a very informative meeting being held on 15 October with four key stakeholder groups. The location of the new barbecue was agreed with these stakeholders, as it does not impact on other plans for the site. It is intended that the Lions will install this barbecue, on behalf of Woodville Districts' Vision by Christmas, assuming that the power source and the ongoing cleaning and maintenance considerations are agreed upon.

The two portable cabins at the Dannevirke Camping Ground are in place and have already had some rental nights. The Lions Club recently provided the labour to install a covered deck off the utilities block. This is a real asset to the site. A meeting was held with members of Woodville Districts' Vision regarding the development of the camping ground. It has been agreed that the focus should be on providing better drainage across the site and all weather campervan sites, each with their own power supply and water tap. The next step is to develop a topographical map of the site to determine the existing variation in levels.

12. Solid Waste

12.1 Pahiatua Recycling Centre

The building of the new Pahiatua Recycling Centre is progressing steadily, although the wet days have held up progress with concreting. The building itself is almost complete with final touches such as painting etc. and the installation of the permanent power supply to be completed in the next few days.

The work remaining to be completed is outside of the building, so this is all weather reliant. The concrete pad in front of the building to house the glass bins has been poured with Greatbatch Construction now working on laying the concrete for the load out area. The Alliance have extended kerb and channel up the street and are currently working on the carpark internal kerbing. Higgins are scheduled to start the construction of the carpark on Monday 19 October. This should take 5-6 days weather permitting.



13. Utilities

13.1. Water

Dannevirke Treatment Plant

The UV disinfection units have been ordered. Filtec's engineers are having a site visit on Wednesday the 21st of October to clarify the pump capacity ratios.

Pahiatua

We are waiting for the Pahiatua reservoir prices from several suppliers.

Pongaroa

The town bulk meters have been fitted to give us a good indication of usage of the properties within the township.

Akitio

We are having a meeting this week with Hugh Ramsden of Moanoroa Station on Akitio water upgrade.

13.2 Wastewater

Woodville

Downers have completed 75% of the new manholes being installed in McLean, Fergusson, Gladstone and Grant Streets.

Eketahuna

The relining work has been completed. Downers are to replace 236 metres of sewer main and a new manhole in Alfredton Road, 49 metres to be replaced in Herbert Street and a new manhole in Newman Road.

Pongaroa

After the earthquake at Pongaroa last week, we are putting the CCTV camera down some of the sewer mains to ascertain any damage caused or any alignment problems. Also, we are checking manholes for any damage.

MfE Projects - Pahiatua

The plant is now fully functional and we are continuing with the testing regime. A new aerator to be installed on the pond.

MfE Projects – Woodville

We met on site and discussed the whales in the pond with Viking and it looks like the ground water underneath the pond is causing the problem. We may have to install two or three drains leading to a manhole at the lowest point of the pond to be able to pump out the excess water.

MfE - Dannevirke

There are two new aerators to be installed on the No.2 pond.

The No.1 pond has drained and the initial outlook seems to be promising as to sludge accumulation in the pond. The sludge seems to be a lot denser, and will dry a lot quicker than the previous ponds. There is a lot of metal beds through the pond that have no sludge deposits.



Infiltration

All re-inspections through Woodville and Pahiatua have been done with a reasonable number of properties now complying. There are 10 properties in Woodville and five in Pahiatua that are yet to rectify the illegal connections and these will be passed on to the Regulatory Services Department to follow up and enforce a Notice to Fix if necessary.

13.3. Stormwater

Woodville - Vogel Street

Utilities and Alliance staff met on site to discuss the issue around the stormwater from shops in Vogel Street. A letter to the property owners will be going out this week to advise that Council is going to do a survey on what options are best suited to remedy any infiltration and drainage problems.

14. Property

14.1 Housing for the Elderly

Occupancy

83 flats are presently occupied, there are currently 10 vacant flats, which are:

Ballarat Court, Dannevirke	2 flat vacant	19, 107 days
Hovding Court, Dannevirke	4 flats vacant	71, 107, 437, 574 days
Elsinore Court, Dannevirke	2 flats vacant	348, 304 days (left vacant in case Hovding Court tenants need to relocate)
Bengston St, Eketahuna	1 flat vacant	186 days

Hovding Court

The three modern flats at Hovding are tenanted. The four vacant flats at Hovding Court are in the old complex. The vacant flats at Ballarat and Elsinore Courts remain untenanted at this time, in case they are needed to relocate any tenants from the old Hovding Court flats, once the result of the public tender process is known.

The property and 10 older units have been put on the market. The tenders close with the Solicitor on the 22nd of October 2015. There has been good interest shown to date.

14.2 Administration Buildings

The Alliance has now moved out of the old Engineering Building in Woodville.

14.3 Community Buildings

Pahiatua Library

Work is continuing on the toilet refurbishment and the library alterations. The old radiator heaters have been removed and air conditioning units will be installed.



14.4 Camping Grounds

Bookings for the district camping grounds in September 2015 were:

Dannevirke	159
Pahiatua	245
Woodville	19
Eketahuna	282

Dannevirke

The local Lions Club are erecting decking outside the kitchen.

The two hired cabins have been installed and are working well.



14.5 Parks and Reserves

Dannevirke Judo Hall

The Judo club are to vacate the building by 18 October 2015.

14.6 Cemeteries

Settlers, Dannevirke

The newly sown area has responded well to the recent rain.



14.7 Public Toilets

Dannevirke Domain

The successful tenderer is still waiting for engineering plans of the foundations for the pre-fabricated walls.

14.8 Grounds Maintenance Contracts

Grass growth has taken off and the contractors are flat out trying to keep up. Staff will continue to monitor the situation.

Strategy and District Development

15. Infracon (In Liquidation) Limited

The liquidators second report on the liquidation of Infracon was issued on 28 September and is publicly available on the Companies Office website.

Some key items reported are:

- The Company's sale of business and assets for \$7.35m
- All creditors including unsecured had been fully paid including any interest
- This included payments of \$5.48m in redundancies
- No performance bonds were required to be paid out
- There remains in excess of \$1m in cash, subject to any final unsecured claims, realisation of further assets/stock sales, collection of debtors and completion of retention periods.
- An "in specie" distribution to shareholders may be used to complete the distribution of the remaining (minor) assets and liabilities, along with any cash. Shareholders ownership is 66% Tararua District Council and 34% Central Hawkes Bay District Council.
- Council will be shortly able to consider options for the receipt of any distributions. As they represent realisation of investments, any funds received should not be used for operational expenses.

16. Ex-Infracon Site Reviews

Pattle Delamore Partners have commenced site reviews for potential contamination at the Tahoraiti Metal Pit, and the former Infracon Woodville Depot. This is precautionary work and is being conducted on the basis of the former land use in respect of hazardous materials that may have been held on these sites. The review of the Dannevirke Depot is not required as it is now subject to a sale and purchase agreement to be used for a similar purpose.

17. Tararua Aquatic Community Trust

The Trust has leased an area of the Wai Splash building to the Dannevirke Toy Library and the Toy Library has now moved on-site from the Carnegie building.

Updated "AMP Viking Wai Splash" signage has been completed in Dannevirke using sponsorship funding from AMP. One further large lettered painted sign facing toward the cricket pitch is still to be completed.

18. ICMA Conference

Peter Wimsett attended the International Local Government ICMA Conference and was one of three presenters on Rural Broadband. Highlighted were the achievements in New Zealand with residential and rural rollout. The focus of the presentation was on private sector partnerships which helped define the Government's approach to jointly funding its rollout of broadband. In particular, Tararua's experience with the private sector in its:

- Inter-town fibre backhaul project
- Town Centre duct networks
- Land for telecommunication "Point of Presence"
- Buildings for Wifi nodes and wireless equipment
- CCTV system and ultrafast to buildings
- Facilitation of the school, health and library connections – pre Rural Broadband Initiatives. Use of old Council pipes to sub-duct
- Free Wifi hotspots throughout towns and at hospitals
- Gigabit ready library networks and free internet
- Joint work on a Data Centre

The future objectives "wish list" in New Zealand were noted as:

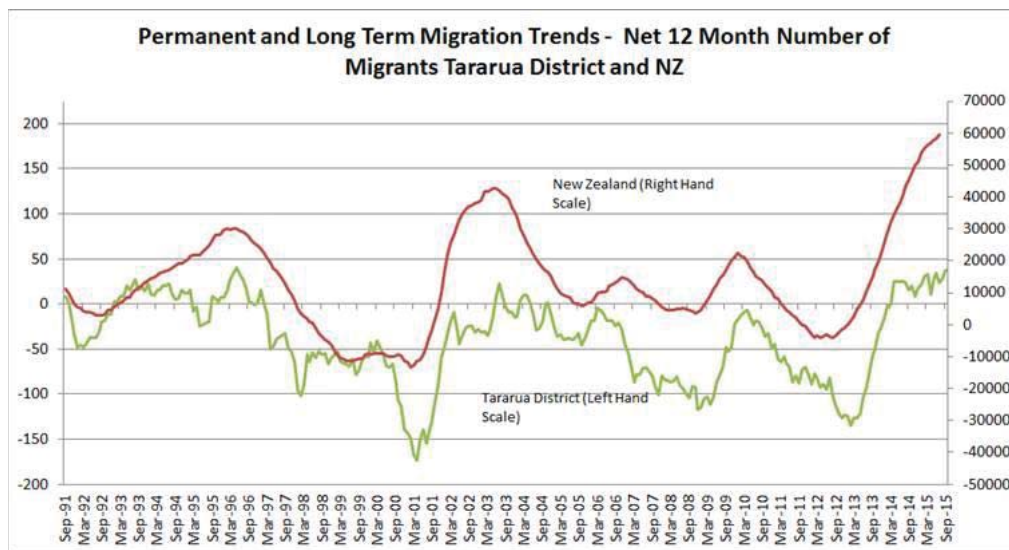
- Completion of the NZ fibre roll out
- Good quality wireless to the rural locations
- "What you get/no sharing" - Unlimited data, amazing minimum speeds with Committed Information Rates
- Backhaul - High capacity with redundancy: multi-route, multi-provider to multiple sites
- Support for Software as a Service
- Potential for councils to share services and sites at 10gbps

It was a privilege to be asked to present at such a prestigious event and New Zealand has leaped in its international standing for fast internet as a result of the Government work.

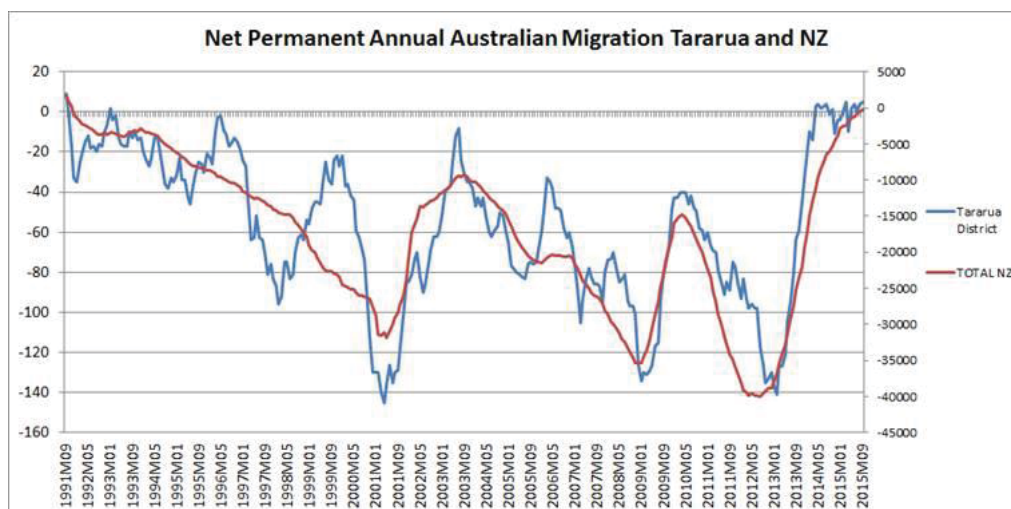
19. Migration Trends

It was another good result for migration to Tararua for September. Tararua normally loses people in spring but there was a net gain of +4 people. That is now the second highest positive annual total ever recorded (Data starts 1990), and only 2 people off the record (1996).

Nationally, numbers leaving are dropping and numbers arriving are slowly increasing. So New Zealand has made huge gains. New Zealand is about to go net positive for the year to/from Australia. Tararua has already done this (+5) and Tararua is closely following the national trends.

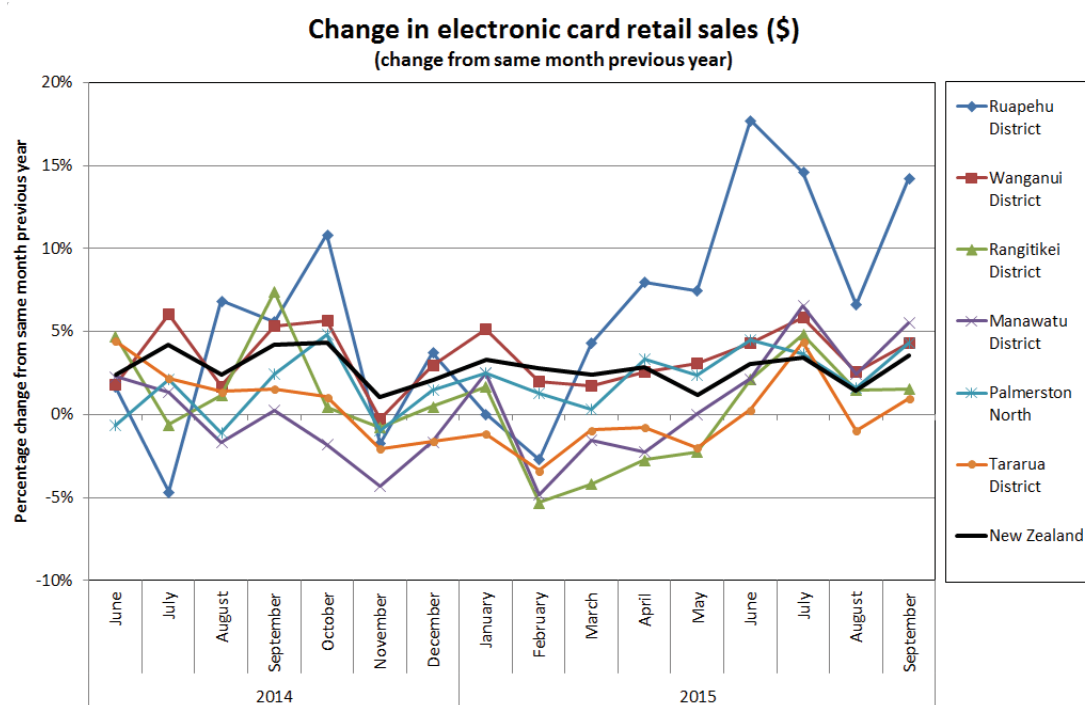


Tararua numbers remain small. Tararua had a net loss of 552 people between the last two census. Since then (2.5 years), Tararua has recovered +46.



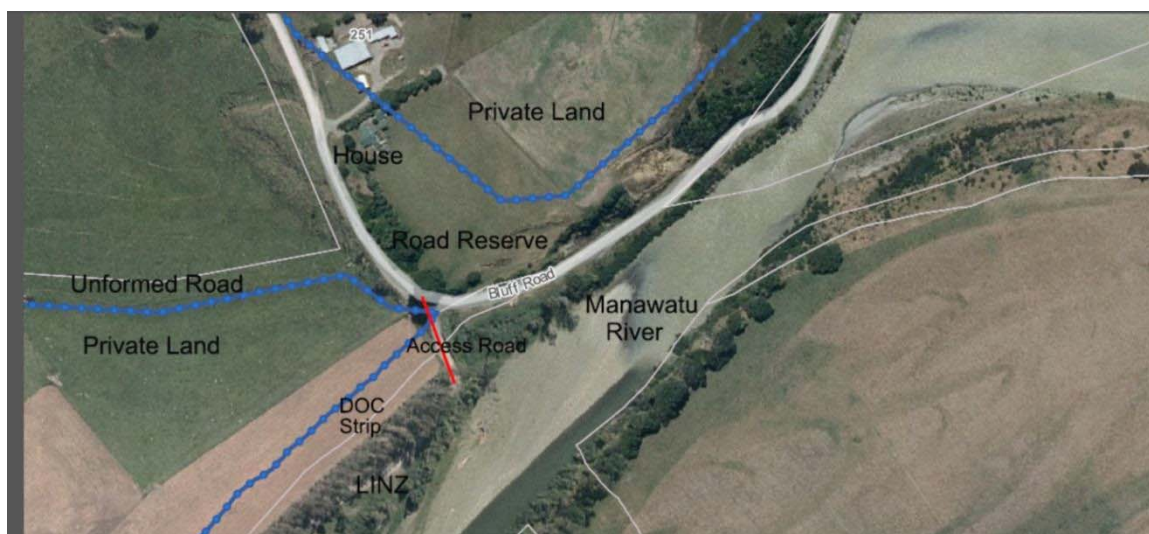
20. Paymark Data

Following the falls in dairy prices, there has been contraction in spending. However there are now signs of some recovery as we head towards the Christmas period.



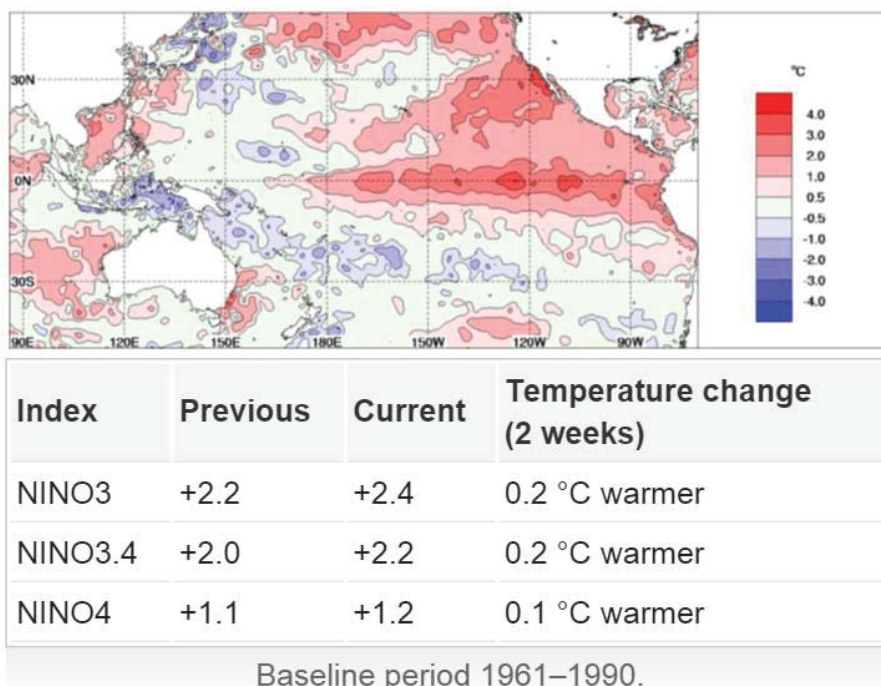
21. Bluff Road Public Access to the Manawatu River

The survey of the area around the Bluff Road – Manawatu River access point has been completed. There are now options to consider regarding the potential for land swap to achieve public access to the Manawatu River and to potentially address the problem of structures that the survey has confirmed as being sited on road reserve. This is now going to be discussed with the land owners, Mr P G Brass & MCI Trustees 2013 Ltd.



22. El Nino Weather Pattern Now Locked In

The drought now underway in Papua New Guinea is yet another indicator that we have an entrenched El Nino weather pattern.



A couple of further anomalies to note are large areas of warm water also in the Indian Ocean and a cold patch below Greenland (possibly freshwater ice melt) that may affect the UK and Western Europe. The West Coast of the United States is bracing for flooding from January onwards.

- NIWA Notes theFollowing Seasonal Climate Outlook for October - December 2015 for the East Coast - Gisborne, Hawke’s Bay, Wairarapa.

Probabilities are assigned in three categories: above average, near average, and below average.

- *Temperatures are equally likely to be average (40% chance) or below average (40% chance).*
- *Rainfall totals are about equally likely to in the near normal (40% chance) or below normal (45% chance) ranges.*
- *Soil moisture levels are about equally likely to be in the near normal (40% chance) or below normal (35% chance) ranges.*
- *River flows are most likely to be in the near normal range (45% chance).*

On our Council web site we continue to make reference to weather forecast links for regular El Nino updates that can be found on these links:

NOAA (USA): <http://www.cpc.ncep.noaa.gov/products/precip/CWlink/MJO/enso.shtml>
 NIWA (NZ): <https://www.niwa.co.nz/climate/sco>
 Bureau of Meteorology (Australia): <http://www.bom.gov.au/climate/enso/>

Economic Development, Marketing and Communications

23. Marketing

23.1 Post Show Marketing and Response: Auckland Home Show

We have sent electronic relocation packs to the 38 families requesting information. These included promotional DVD's, introduction letters and individual responses to particular requests i.e. information on local tavern, information on tours, and information on a particular commercial property.

In response to requests, we have programmed to send regular information from local real estate companies regarding residential and commercial properties on the market.

23.2 Mystery Creek

We are delighted to be working with a family who have placed their property in Auckland on the market. They are looking to invest in a local business and real estate.

The momentum is building and we need to maximise both our exposure and the opportunities inherent in participating at these events.

We have booked the following sites for 2016:

- Motorhome Caravan & Outdoor Supershow - Auckland (11-13 March 2016)
- Central District Field Days (17-19 March 2016)
- Auckland Home Show (September 2016)

We will also apply for inclusion in the 2016 Mystery Creek Field Days event.

23.3 Eastern Bridge

We are working with Eastern Bridge to translate some of our messages and market these to the Chinese community. We have chosen some key information to translate as a foundation document and then we will evaluate the response and benefit of this service.

Example

Population: 17,350 (2014)

Land area: 4360 平方公里

人均占地面积：25.5平方公里

Eastern Bridge has provided a one-page Chinese language guide, which may be of interest to some of you. If you would like the pdf to print, please contact Lianne.

Chinese (a taste)

English	Phonetic	Pin-ying	Character
A few common words and phrases which will help you navigate China	The phonetic version is how Kiwis can pronounce the word	Pin-ying is the Chinese official Romanized version of their words. Please note many Chinese cannot read an address or message written in Pin-ying.	
Hello (respectful)	Nin how	Nín hǎo	您好
Hello	Knee how	Nǐ hǎo	你好
How are you? (often a rhetorical question)	Knee how mar	Nǐ hǎo ma?	你好吗?
I am fine	War han how	Wǒ hěn hǎo	我很好
How are you? (A greeting literally meaning 'Have you eaten?')	Cher farn le mar	chīfànle mā?	吃饭了吗?
Thank you (respectful)	Shear shear nin	Xièxiè Nín	谢谢您
Thank you	Shear shear	Xièxiè	谢谢
I am <u>Simon</u>	War sher <u>Simon</u>	Wǒ shì Simon	我是 Simon
It is nice to meet you	Han gao-shing ren-sheer knee	Hěn gāoxīng rènshi Nǐ	很高兴认识你
I am a New Zealander	War sher shin-she-lan ren	Wǒ shì xīnxīlán rén	我是新西兰人
Tax invoice	Far peao	fāpiào	发票
Where is (the) *****	***** zai narr lee	***** Zài nǎlǐ?	***** 在哪里?
Bathroom	She show jen	Xǐshǒu jian	洗手间
Hotel	Joe deian	Jiǔdiàn	酒店
Mr. Jiang	Jiang shen shang	Jiāng xiānshēng	Jiāng 先生
Pub	Joe bar	Jiǔbā	酒吧
There are also a few helpful characters			
The following are a selection of characters which may help you during your time in China. While it isn't critical they will come in handy if you are visiting the 2 nd or 3 rd tier cities.			
男	Male	Comment: It is still common for toilets to be identifiable only in Chinese characters. To avoid an embarrassing mistake it is a good idea to remember these characters	
女	Female		
外国人	Foreign people	Still many government buildings have separate areas for locals and foreigners. To avoid longer than usual waits try to pick the right line.	
中国人	Chinese people		
华人	Chinese people		
公安	Police	Usually accompanied by a car with flashing lights, still helpful to know as there are many official looking people / cars to be confused with police.	
元	RMB (Chinese currency)	The Chinese version of the \$	



Eastern Bridge
www.easternbridge.co.nz

23.4 Regional Collaboration Meeting

We attended the Regional Collaboration Meeting held at Vision Manawatu on 16 September. Key topics covered:

Manawatu/Whanganui Regional Growth Study (RGS)

- Nic advised that the Joint Action Group (JAG) had been convened and included iwi and business representatives. Applications for a Project Director had been received and the JAG was currently considering these and had shortlisted the applicants. Shanon has been helping Nic with administrative functions, and he advised that we all need to be thinking of suitable people to put forward for specific project groups to action the projects in the RGS. The project teams need to include people with specialist knowledge of the particular project, and who have a will to drive the actions forward.
- All agreed to assist as appropriate, and to make the most of the opportunities as they arise.

Regional Updates

- **Rangitikei**
 - District promotional work and events strategy being done.
 - Digital enablement plans being developed.
- **Tararua**
 - Event strategy between the group could be coordinated to get better value. Room for councils to collaborate on attending field days and shows. Tararua believes its effort has value, and it measures the benefits of visits.
 - Support for people who want to relocate is important, and this needs good planning.
 - The Tararua Business Hub is going very well, with increasing business enquiries.
- **Whanganui**
 - Working on a proposal for a Regional Research Institute (RRI) in the Age Care and Health areas. Whanganui would welcome any help from the broader region.
 - Looking at innovation ecosystems as an idea.
 - Port redevelopment and planning is high on the list of projects. River silt build up is an issue.
 - NBR feature generated great comment and follow-up action is being planned.

- **Horowhenua**
 - Levin town centre upgrade project is a priority.
 - Currently reviewing the council's property holdings.
 - The RONS expressway from Wellington to Levin will have a positive impact on the area, and this is being monitored.
 - Doing work with secondary school integration to business.
- **Vision Manawatu**
 - International Education strategy is being finalised.
 - Alan updated the group on Mark Hargreaves' health situation.
 - The Big Week programme for March 2016 around the Central Districts Field Days is gathering momentum, and will have many coordinated events.
 - 'Sort It' jobs and careers expo is on again for May 2016.
 - Vision Manawatu has tendered for the Regional Business Partners Network (RBPN) contract. Thanks to all for the letters of support.
 - Currently busy preparing the 2014/15 Annual Report.
- **Palmerston North City Council Peter Crawford**
 - Peter updated the group on the city's intake of refugees.
 - The city is reviewing its events strategy.
 - Also reviewing the economic development strategy.
 - Current economic data is positive, even though the dairy payout has dented national business confidence.

24. Business : Potential

24.1 Developing New Business Potential

The Tararua Business Hub is changing its name to Tararua Business Network. Signage and all communication connections are being updated to reflect the name change during the week of Monday 19 October. There has been confusion with the Tararua Business Hub and the Dannevirke Christian Fellowship, The Hub in Dannevirke and this needed to be rectified.

24.2 Incubation Office

To provide a dedicated support to fledgling/start-up businesses in our district, the Tararua Business Hub has a fully equipped office available for new businesses. The office is available free of charge to district residents for 3 months; or 6 months for international businesses moving to our district. The office provides a professional base for businesses to establish themselves in their first few months, and gives them the opportunity to tap into the full range of support services to give their business the best possible start.

The Council team helps to nurture and grow these businesses, linking them to external support and training, as well as our local network. The businesses have the full use of the facility, which includes the use of the Training/Seminar Room and the Board Room. Once their tenure is complete, if space is available they can rent a desk in the main office.

From the outset, the Incubation Office has been in demand. Firstly, Paul Randall of Head Above the Crowd Consulting, followed by Renee Floyd of Tosh Graphic Design, and our current occupant is Steve van der Splinter 'thebusinesscoach'. Steve initially approached us to offer his assistance as he has a wealth of commercial expertise, and as a result, he is currently voluntarily mentoring three businesses in our district, as well as establishing his new venture. Both Paul Randall and Renee Floyd are now renting desks in the main office.

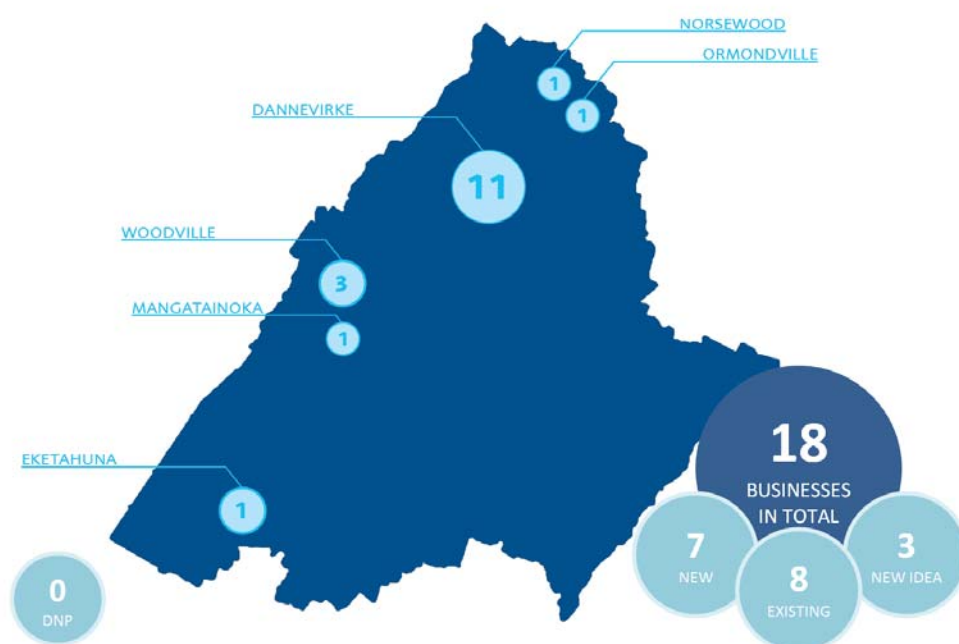
24.3 Business Support

We have had a range of residents approaching us for support this month. This includes three people with new ideas for providing consultancy in the agri-business sector: two new commercial property owners, and a relatively new business that is developing their brand and market in the lower North Island.

24.4 Geographic Statistics

Geographic Statistics (July 2015 - Current)

Business assistance provided by the Tararua Business Hub to date in the 2015/16 financial year



24.5 Growing Existing Business Potential

Ongoing support has been provided for two established businesses, helping one to navigate the range of Council services and regulation, and for another assisting with recruitment and marketing.

24.6 Business Mentors

We are continuing to work with Vision Manawatu to develop a network of business mentors who reside in our district, thereby making their support more readily available.

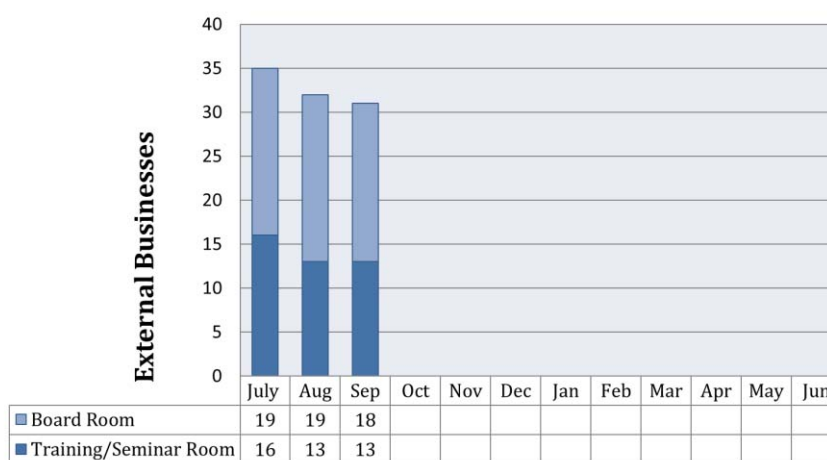
24.7 Training Opportunities

Based on feedback and attendance of workshops held in the Training/Seminar Room, we are currently reviewing the training provided by the DMG group from Palmerston North. The IRD workshops and BCC consultations continue to be well attended and plans are being formulated for 2016.

24.8 Sprout Agritech

Our relationship with BCC continues to generate incredible opportunities for entrepreneurs and agritech start-ups in our district. Applications have recently closed for a new initiative to arise from BCC, "Sprout" - every year Sprout will identify the best 8-10 agritech startups in New Zealand. Over 20 weeks the startups and entrepreneurs will receive funding, alongside world class mentorship and training from leaders in technology, research and business growth. Companies will receive unparalleled access to the New Zealand and global farming network to validate and grow their businesses. At the end of the programme, startups will pitch to a hand-picked group of investors, corporate partners and potential customers to support the continuation of the rapid progress achieved through the Sprout Programme.

Use of Facilities (2015/16)

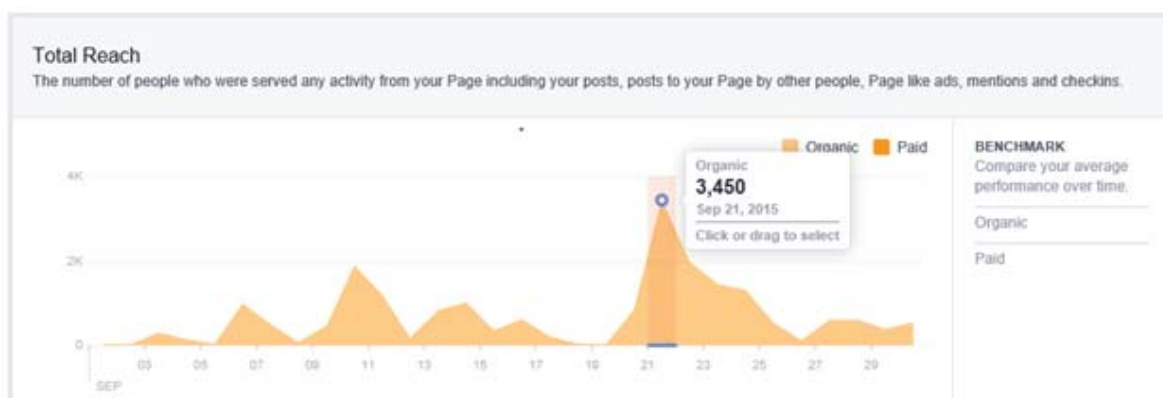


25. Communication

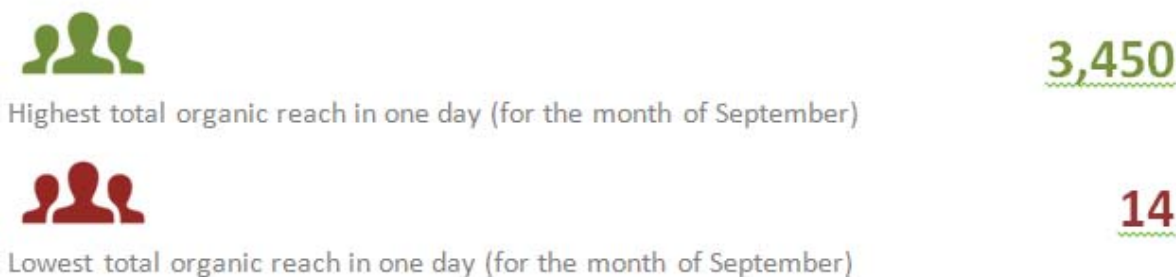
25.1 Facebook Key Statistics



What does this mean?



What does this mean?





Average total organic reach (for the month of September)

681



Average total organic reach (for the month of August)

210

* **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)

25.2 Community Assistance

We have provided the following community assistance throughout the month of September:

<i>Independent, Community Group or Organisation</i>	<i>Event</i>	<i>Assistance Provided</i>
Tararua District Libraries	Quiz Week	Provided 4x Prizes
HET - Vintage Car Club	AGM Weekend	Provided 50x Goodie Bags
Dannevirke Ross Shield Team	Ross Shield Tournament	Provided 22x Prizes
Tararua District Council	Citizenship Ceremony	Provided Gifts
Pahiatua Help n Hand	Pahiatua Adult Learners Week	Provided Bags
Sport Manawatu	Sport Awards	Provided Bags
Tararua District Council	Citizenship Ceremony	Provided Children's Gifts
Cwmglynn Farm / Eketahuna Our Town	Eketahuna Pop-up Cheese Fest	Design of poster
Rangitane Mental Health	Mental Health Awareness Week	Provided gifts for goodie bags
Red Hat Society	Red Hat Society Super Royal	Design and sponsorship of Community Signboard

25.3 Tararua Country Website (www.tararua.com)

Work is underway for the Tararua Country (www.tararua.com) website redesign – we are pleased with the current direction of this and will report back when designs have been finalised.

25.4 ShakeOut 2015

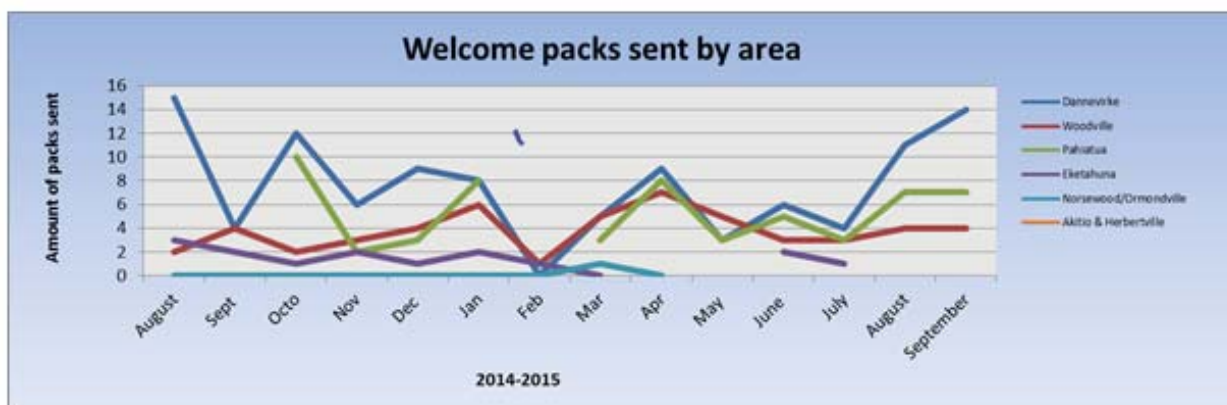
Well done and thank you to all the staff who participated in this year's ShakeOut. At this stage, ShakeOut organisers have advised a total of 1.353 million registrations of participation from throughout the country, and they are expecting this number to grow before the registration cut-off date. We currently have a total of 2,692 registrations in the Tararua District; you can see a breakdown of participants below.

TARARUA DISTRICT PARTICIPANT TOTALS	
This chart shows 2015 ShakeOut participation totals by category. Click on a category name to view participants that have agreed to be listed.	
These totals are current as of 15/10/2015 11:56 PM NZST.	
Category	Participants
Total:	2,692
Individuals/Families	26
Pre-schools	272
Schools	2,162
Youth Organisations	0
Tertiary Education	0
Iwi	0
Government Agencies	143
Local Authorities	64
Emergency Services	0
Businesses	19
Health and Disability Sector	5
Non-Government Organisations	1
Volunteer/Service Clubs	0
Animal Shelter/Service Providers	0
Agriculture/Livestock	0
Science/Engineering Organisations	0
Media Organisations	0
Community Groups	0
Other	0

26. Tararua i-SITE

26.1 Welcome Packs

25 welcome packs were sent out in September, 21 within the district and four outside Tararua.



26.2 Training – Pahiatua Information Centre Staff

Continuing training on the 100% Pure NZ modules with one other staff member coming to the i-SITE for training.

26.3 Staffing

After 7 years at the i-SITE, Linda Hirst has resigned. Linda is going to do some travelling around NZ and visit her son in Australia. A morning tea for Linda will be held on 22 October at the i-SITE. With Linda's resignation, the i-SITE will return to having two permanent part time staff, each doing 23 hours per fortnight. The positions have now been advertised with a closing date of 21 October 2015.

26.4 i-SITE National Conference

Presentations Tourism New Zealand

- Visitor expenditure up 28%, holiday arrivals up 10%
- Building a stronger branded i-SITE partnership with leverage 100% PURE NZ identity to refresh i-SITE brand and enable visitors to make the connection between i-SITE AND 100% Pure NZ
- Exclusive 100% Pure NZ merchandise to i-SITE's

Tourism Industry Association

- 1500 members
- Aspirational goal of \$41 billion total tourism turnover by year 2025
- 12 regional summits held
- Safer drivers campaign

NZ Cycle Trail

- 23 Great rides – 2500km (mostly) off road riding
- Expanding network of connecting Heartland rides
- NZ Transport agency \$100 million Urban Cycleway fund
- Some great events being held throughout NZ such as ‘Retro Fun Ride’ ‘Go by Bike’ Days, Festival of Cycling, ‘Cycling with mates’

Customer Radar (Customer feedback pilot programme)

Presentation was given on how the system is working and what the expectations are, what businesses can gain from their customers’ feedback. The pilot programme will continue in selected i-SITEs, decisions will be made within 12 months to roll out to other i-SITEs.

Service IQ – Maori Tourism

Offer two certificates to staff. NZ Certificate in Tourism – Visitor Experience with Maori Tourism modules and National Certificate in Tourism Maori. Maori product not well known around NZ apart from Rotorua.

DiSC Staff Profiling

This presentation was about discovering your DiSC style, understanding others and identifying how DiSC can be used to understand the people you work with.

I-SITE NZ Strategy to 2016

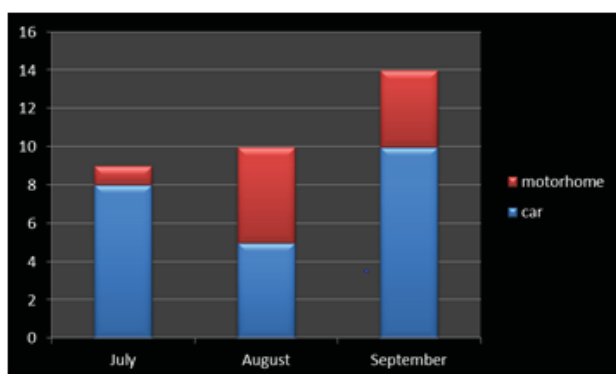
Paul Yeo gave a presentation on progress to date and the outlook for 2015/2016 (this is available in more detail from the i-SITE).

VISION // To be a world leading official information and booking network, delivered on the ground and virtually by driving value through outstanding visitor experience.			
KEY THEMES //			
Target for value	Productivity for profit	Member connectivity	Insight
Grow our profile through partnership brand marketing: <ul style="list-style-type: none">> Refine the i-SITE brand> Leverage Tourism NZ for brand marketing> Increase brand awareness domestically> Immerse i-SITEs in digital promotion and information provision> Increase provision of free Wifi throughout network	Boost network productivity: <ul style="list-style-type: none">> Re-focus network training> Improve booking and information systems> Foster more productive networking> Develop and share best practice resources> Grow margin and new revenue streams	Adequately resource i-SITE NZ and review rules to empower members: <ul style="list-style-type: none">> Strong staffing resource in Tourism NZ> Membership fees inflation indexed> Revise membership criteria to reduce compliance costs> Encourage regional integration> Strengthen partnerships with DOC, Quismark and Maori product	Increase i-SITE business intelligence and demonstrate value to our stakeholders: <ul style="list-style-type: none">> Invest in more robust monitors of i-SITE economic impacts> Plan and deliver a local government and industry advocacy programme> Engage industry support for sustainable commission booking models
MISSION // To operate i-SITE NZ as an innovative business which delivers value to member i-SITEs.			
GOAL // The i-SITE network becomes more viable by: <ul style="list-style-type: none">> Helping more international and domestic customers> Distributing more product for the industry> Containing or reducing the local government investment required to underwrite the network.			

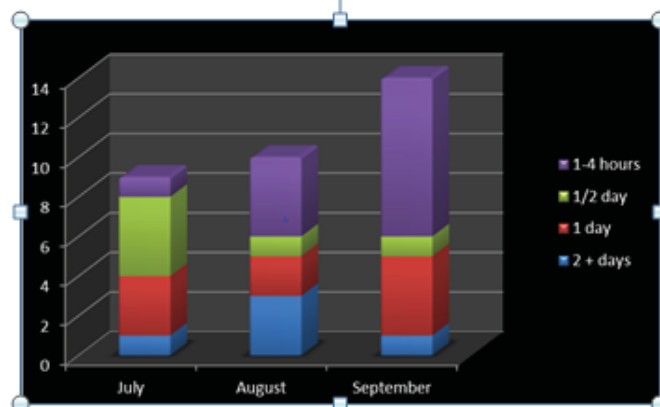
26.5 Customer Surveys

September – 14 surveys completed

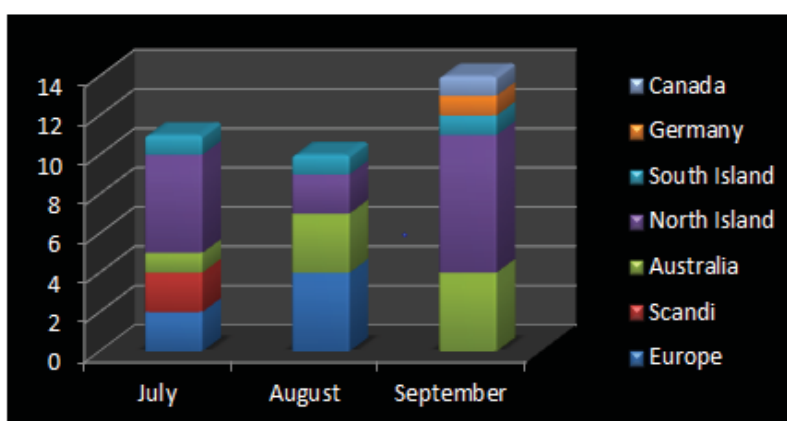
Method of travel



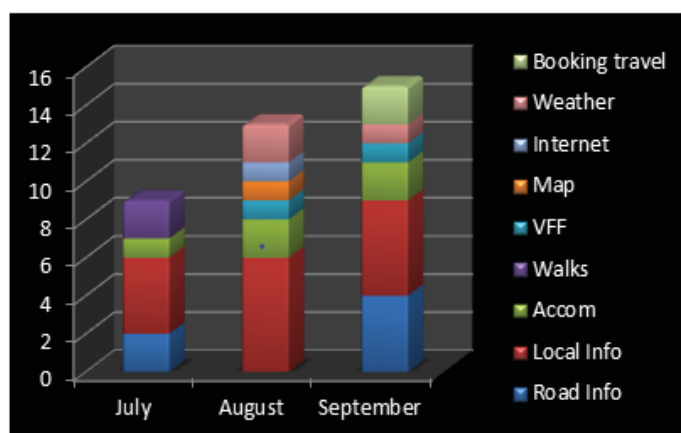
Length of stay in Taranaki



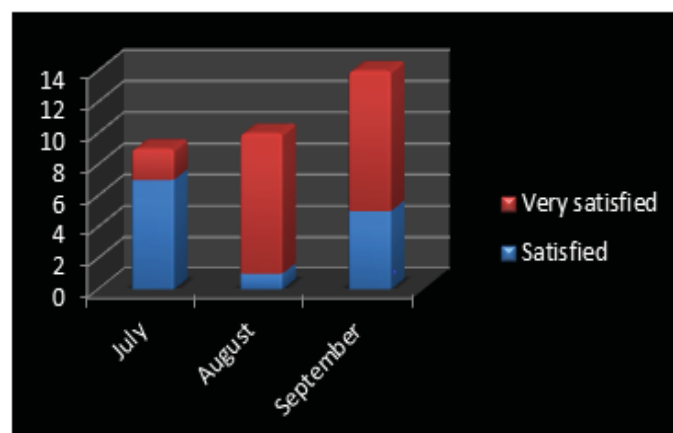
Origin



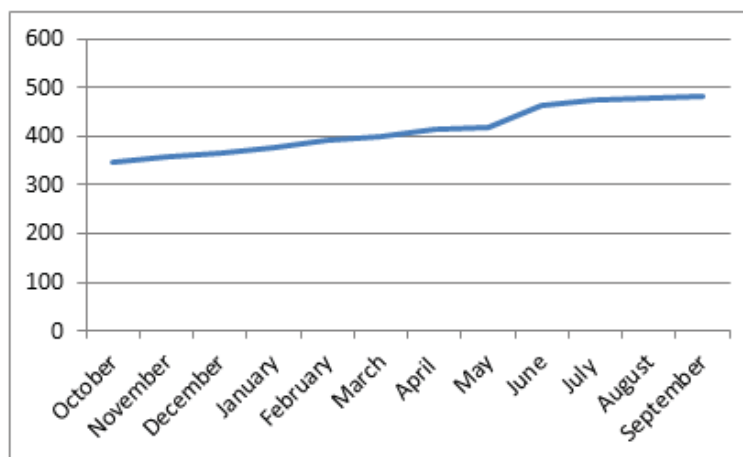
Type of enquiry



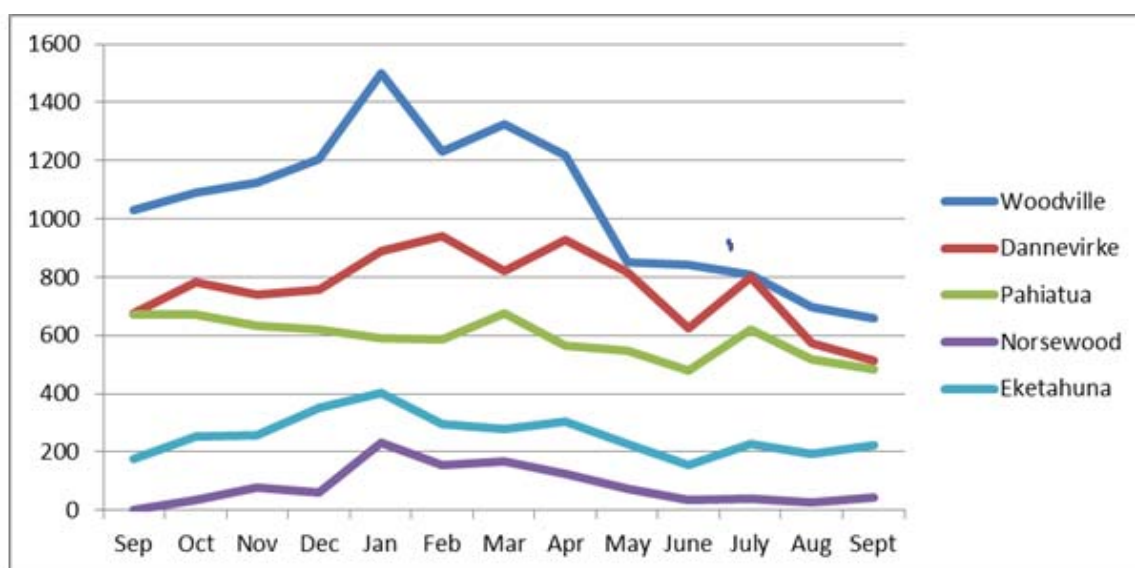
Visitor Satisfaction



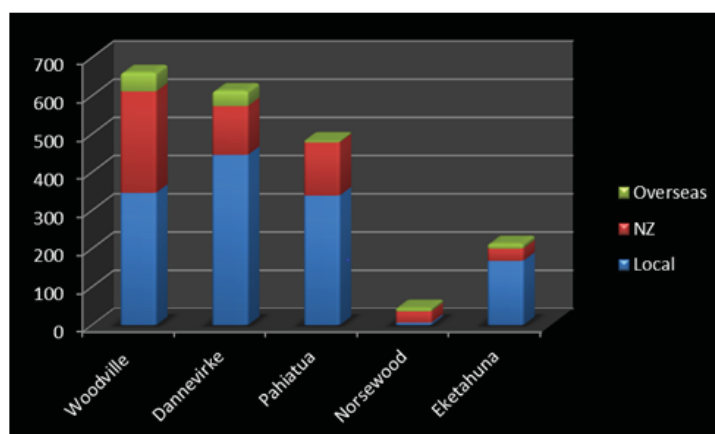
26.6 Facebook



26.7 Tararua Information Centres Statistics



	September 2015	September 2014
Local	1,304	1,617
NZ	594	676
Overseas	116	282



September was quiet although numbers have increased from August with the better weather.

Planning

27. Environmental Reporting Act 2015 (ERA)

The Government has recently passed the Environmental Reporting Act 2015 (ERA). The ERA provides legislative power for the Ministry for the Environment and Statistics New Zealand to report on the state of New Zealand's environment.

The ERA requires regular reports to be published on New Zealand's environment. The Government Statistician and Secretary for the Environment will jointly produce two types of reports:

- a. Domain reports on air, atmosphere and climate, land, fresh water and marine. One domain report will be produced every six months.
- b. Synthesis reports that analyse trends across all the domains. One synthesis report will be produced every three years.

Topics to be reported in the domain and synthesis reports will be prescribed by regulation. This requires consultation with local authorities and other groups. Regulation consultation is expected in the near future.

A fresh water domain report will be produced in mid-2016, followed by a marine domain report in October 2016. Domain reports will then follow a six-monthly April/October release schedule.

28. Environment Aotearoa 2015

The Government will release a pilot synthesis report titled "Environment Aotearoa 2015" on 21 October. As the report was developed prior to the passing of the ERA legislation, the topics were decided by government officials. The topics expected to be included in the report include: river quality, native plants and animals, ocean acidity, and impacts on human health. Topics for future synthesis reports will be set by regulations.

Regulatory

29. Alcohol Licensing

29.1 General Matters

The District Licensing Committee (DLC) has had two notifications from licensees for intent to be open for trade for the Rugby World Cup games.

29.2 Short Course, Workshop or Conference Attendance

The Inspector attended the annual New Zealand Liquor Licensing Inspectors Conference at the beginning of September. The conference was held over two and a half days. The Police and representatives of the Medical Officer of Health from the various District Health Boards also attend.

Attended the project management workshop (DOSAC technique) held in Council.

Key Learnings

A former Liquor Licensing Authority Chair, District Court Judge and current Queenstown DLC Commissioner - Bill Unwin, presented a shortened version of a workshop titled "Hearings protocol for Inspectors". The topics included: What's my role, The Hearing process, ARLA and DLCs, Order of hearings, Opening Submissions, Evidence in Chief, Exhibits, Introducing research, Cross examination and re-examination, Evidence, admissibility, Relevance, Facts in Issue, Exclusionary rules, Hearsay, Briefs of Evidence and Submissions, what's the difference, and How to weigh an application. Having a former Chair of the Authority present a clear and practical workshop would have to be the best training received to date. Murray Clearwater, a former Police Prosecutor, former Licensing Inspector and current commissioner for several DLCs presented "A Commissioner's thoughts on section 105 of the Act". Mr Clearwater broke down the subsections of 105 and explained what he would expect to see from an Inspector in their report. Tips were also given for investigation techniques to gain the information required and further reporting skills. Mr Clearwater offers day workshops for both DLCs and Licensee/mangers. Our DLC is very keen to attend. The Licensing Inspector is making arrangements to hold both workshops in the region and will invite other surrounding DLCs to attend.

29.3 Legislation Changes or Legislation Comments

Nil

29.4 Non-Compliance Issues and or Breaches of the Act

The Inspector was informed of a potential breach of section 234, 235 and 236 of the Act. These sections relate to unlicensed premises selling alcohol and allowing premises to be used as a place of resort. The information was publicly available on a community-trading page of Facebook. The event advertised was charging an entry fee and offering "the first glass of wine on the house". This led the Inspector and Police to believe that any person would reasonably be led to believe that alcohol would be available for purchase during the event.

Action Taken

The Inspector and Police visited the person in question and presented the Facebook page post as evidence. The person was informed of the requirements of the Act and the potential penalties that could be imposed by the District Court if the event was held.

Resolution

The event was cancelled immediately and the person was educated on the requirements of the Act. This is a good example of collaboration between the agencies as required by the Act.

29.5 District Licensing Committee Activity

Application Type	Applications Received	Applications Granted	Applications Refused
Manager Certificate - New	1	7	2
Manager Certificate - Renewal		2	
On Licence - New		2	
On Licence - Renewal		1	
Off Licence - New		1	
Off Licence - Renewal			
Club Licence - New			
Club Licence - Renewal			
Special Licence	3	6	
Temporary Authority - On			
Temporary Authority - Off			
TOTAL	4	19	2

The two managers applications were refused on the grounds that the applicants were not currently employed in the industry. The full decision documents are available on the Council website.

29.6 Non Financial Performance Measures

Performance Measures - Alcohol Licensing					
Major Aspect	Level of Service	Performance Measure	2013/14 Results	2015 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
Public Health	Protect Public Health by regulating the sale of alcohol	Percentage of licensed premises inspected annually for compliance	Achieved 100% Target 100%	95%	28% On Target

30. Animal Control

30.1 General Matters

Nisan Stephens started his role as an Animal Control Officer.

30.2 Short Course, Workshop or Conference Attendance

Nil

30.3 Legislation Changes or Legislation Comments, including Bylaws

Nil

30.4 Monthly Dog Pound Statistics

Reason for Impounding	Number of Dogs	Year to Date
Roaming	16	47
Unregistered	4	8
Roaming and known to be unregistered	2	12
Rushing		
Barking		
Failure to comply with classification - Menacing		
Failure to comply with classification - Dangerous		
Failure to comply with Bylaw		
Attacking - Person	1	2
Attacking – Stock	2	3
Attacking - Domestic Animal		
Attacking - Protected Wildlife		
Released to Council		
Welfare		
TOTAL	25	73

Resolution of Impounding	Number of Dogs	Year to Date
Returned to Owner	8	28
New Owner/Rehomed	1	5
Destroyed	10	35
TOTAL	19	68

30.5 Registration Statistics

Classification	Registered	Unregistered	Total
Dangerous Dog	5	2	7
Preferred Dog Status	349	0	349
Rural Domestic Dog	1775	91	1866
Urban Domestic Dog	803	146	949
Working Dog	3397	151	3548
TOTAL	6329	390	6719 (91.4%)

30.6 CRMs

	Ind/Com Nth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Not Known	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Aggressive Dog				1	1		1	3	9
Barking Dog - First Call - Record Only	1		5	4	7	7	7	21	71
Barking Dog - SECOND CALL / ATTENDANCE REQUIRED			4	1	3	1		9	32
Dead Dog									1
Dog Attack		1	2	1	3	3	1	11	20
Dog Bylaw Breach							1	1	5
Dog Other			1			1	1	3	13
Dog Welfare Concern				1		2		3	4
Roaming/ Uncontrolled/ Secured Dog	2		1	4	15	13	4	42	149
Roaming Stock			1	2	17		2	22	42
Rushing Dog							2	2	4
TOTAL	3	1	14	14	46	22	17	117	350

Comments on CRMs

Barking dogs – 11 of the 21 first calls relate to three properties at Makotuku, five relate to a property in the Ormondville township. Three of the nine second calls relate to Makotuku, with no barking heard, two relate to Ormondville, with no barking heard. Council staff have reported that the person reporting the Ormondville barking has been very aggressive on the phone and has been disconnected a number of times due to bad language used towards staff.

Dog attacks – The three dogs involved in attacks were released to Council and subsequently destroyed by the ACOs, with no further action required by Council

30.7 Non Financial Performance Measures

Performance Measures – Animal Control					
Major Aspect	Level of Service	Performance Measure	2013/14 Results	2015 Target	Current Result
Community Outcome(s): 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%	88% 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	Nil NOTE 2 Nil NOTE 3

Note 1: This was due to the availability of an ACO during the July/August period. On most days we only had one Officer available, hence response times have exceeded.

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

Note 3: We will be working with Elayne Hand, who is a dog trainer and behaviourist, to implement the “DogSmart Educational programme for schools, in conjunction with the “ZeroBites Dog Training” developed by Christchurch City Council.

31. Building

31.1 General Matters

We have been extremely busy with LIMs and building packet requests for properties. This may be a reflection of the current low interest rates.

These requests can be extremely time consuming though it is a good opportunity to electronically capture the building packets and have up-to-date information in the database. We still have a vast amount of building packets that are yet to be scanned and captured. Eventually the LIMs and building packet requests will be a lot easier to process when all the scanning has all been completed. It is estimated that the scanning will take about two years to complete.

Bill Irvine from Arbitration New Zealand has assessed the Building Officers for the National Diploma in Building Control Surveying (Small Buildings). All three Building Officers have received their assessment decisions and have met the requirements of the Diploma. They will be issued with the Diploma certificate in due course. The assessor commented *"The team have done very well. This is an effort that required the equivalent of 2500 hours of study and they have achieved it on the job alongside their usual duties. A commendable effort for which they deserve the recognition of the Council."*

The diplomas are a requirement of regulation 18 of the Building Act 1991.

The Building Accreditation will commence in November.

Fonterra has still not had a Code Compliance Certificate in regards to the dry store and treatment plant; these being the two major projects at Fonterra.

We have received an application for seismic strengthening of the Tui Tower at Mangatainoka and this is currently being processed.

The Building Officers have been dealing with a large amount of queries in regards to commercial property seismic strengthening.

31.2 Short Course, Workshop or Conference Attendance

Attended the project management workshop (DOSAC technique) held in Council.

Key Learnings

As the course used the example of the Building Consenting process as the focus project, the attendance by the majority of the building team was of great benefit. We have a solid base to start from in order to implement improvements across the whole process, which will have positive benefits on reducing processing times and improving the overall experience for both external customers and internal interdepartmental communications.

There are also plans in place to use the DOSAC model for upcoming projects including implementing the TRAPEZE electronic scanning project as well as online application of building consents.

A scrum board has also been set up in the office to track the processing times of both building consents and final inspections. The initial signs show that this is having positive effects on the overall timeframes of both of these processes.

31.3 Monthly Building Consents Statistics

Consent Processing Time Frames	Month	Year to Date
Total days	347	964
Average of Days Taken (/31)	11.6	10.2
Consent Breakdown		
10 days or Less	4	26
11 - 15 Days	5	16
16 - 17 Days	3	3
18 – 19 Days	8	2
20 Days	3	7
>20 Days	0	1
TOTAL	23	78
Percentage processed within 20 day limit	100%	98.72%
Consent Values		
Total Value	\$1,549,770	\$3,122,651.00
Average Value	\$67,381.30	\$40,033.99

31.4 Non Financial Performance Measures

Performance Measures – Building					
Major Aspect	Level of Service	Performance Measure	2013/14 Results	2015 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
Public Safety	Ensure that the district's built environment is safe and healthy	All swimming pool and/or spa fencing inspected once every 5 years	New Measure	100%	42% 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

31.5 Swimming Pool Inspections

	Inspected	Passed	Failed	Removed
July	42	36	2	4
August	29	10	4	15
September	42	22	8	12
October				
November				
December				
January				
February				
March				
April				
May				
June				
TOTAL /269	113	68	14	31

32. General Inspection

32.1 General Matters

The Pahiatua Recycling area has been an area that has required a lot of attention, with residents leaving recycling and general rubbish sitting on the ground. Children were also identified climbing on the glass recycling bin and locating alcohol bottles with left-overs still in them and drinking the remains. These bottles and others were being smashed against the rear of the Town Hall. The Pahiatua Police Youth Aid Officer was informed and was asked if the area could be monitored to reduce the offending. The Youth Aid Officer had an idea of who the offenders might be and will take appropriate steps to reduce the offending.

32.2 Short Course, Workshop or Conference Attendance

Attended the project management workshop (DOSAC technique) held in Council.

Key Learnings

To manage daily tasks and to assess the importance of future projects using the project management tools taught.

32.3 Illegal Dumping Collection

	Tonnage	Transfer Station Cost (\$)
July	1.300	155.05
August	.870	173.14
September	.980	107.56
November		
December		
January		
February		
March		
April		
May		
June		
Year to Date	3.15	\$435.75

32.4 CRMs

	Ind/Com Nth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Not known	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Abandoned Vehicle					1			1	3
Animal Carcass									1
Illicit Dumping					10	1		11	46
Noise - Stereo/ Drums/ Party - First Call - Record Only			2	1	16	8	2	29	62
Noise - Stereo/ Drums/ Party - SECOND CALL / ATTENDANCE REQUIRED			1	1	11	13	3	29	58
Noise Other - First Call - Record Only									1
Noise Other - SECOND CALL / ATTENDANCE REQUIRED					1			1	2
Overhanging Trees or Projections from Private Property						1	1	2	6
Stock Crossings									1
TOTAL			3	2	39	23	6	73	180

Comments on CRMs



Rubbish dumped at the rail bridge on Range Road, Woodville, no identifying information found



Rubbish Dumped on Ridge Road North, Pahiatua – some of the 14 bags collected along 200 metres of the road. A person has been identified and invoiced for the collection and disposal.

32.5 Non Financial Performance Measures

Performance Measures – General Inspection					
Major Aspect	Level of Service	Performance Measure	2013/14 Results	2015 Target	Current Result
Community Outcome(s): 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%	100% On Target
Attractive Communities	Control excessive rubbish dumping, overhanging vegetation and fire hazards through monitoring and enforcement	Percentage of complaints responded to within 48 hours	New Measure	90%	100% On Target

33. Health

33.1 General Matters

Have been working with the organiser and food stall applicants of the Tararua Town and Country Market regarding their proposals for the event.

33.2 Short Course, Workshop or Conference Attendance

Attended the project management workshop (DOSAC technique) held in Council.

Key Learnings

To manage daily tasks with the use of project management tools.

33.3 Legislation Changes or Legislation Comments

Food Act 2014

Guidance for the setting of Fees and Charges under the Food Act 2014 has been received from the Ministry for Primary Industries. Points to note are the requirements for undertaking special consultation for the setting of fees, and the strong recommendation for setting fees based on cost recovery from the food premises audited.

33.4 Non-Compliance Issues and/or Breaches of the Act

One complaint received regarding the keeping of bees in urban areas. The owner has been asked to submit a plan to Council on how they are going to reduce the nuisance issue.

33.5 CRMs

	Ind/Com Nth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Not known	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Animal Carcass					1	1		2	3
Dead Stock									2
Hazards Environmental Spill									1
Health Complaint Miscellaneous					1		1	2	2
Poultry Noise									2
Rodent Infestation									1
Smoke Nuisance				1	2	1	1	5	5
TOTAL				1	5	2	2	10	15

33.6 Non Financial Performance Measures

Performance Measures – Health					
Major Aspect	Level of Service	Performance Measure	2013/14 Results	2015 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
Public Safety	Protect public health by regulating the sale of food, funeral parlours, offensive trades, hairdressing salons and camping grounds	Percentage of registered premises inspected for compliance	New Measure	90%	18% On Target

33.7 Premises Inspection

	September	Year to Date
High Risk Food Inspections	7	23
Low Risk Food Inspections	4	4
New Business Enquiry	2	5
New Food Business Registered	2	2
Business Closed	2	3

Emergency Management

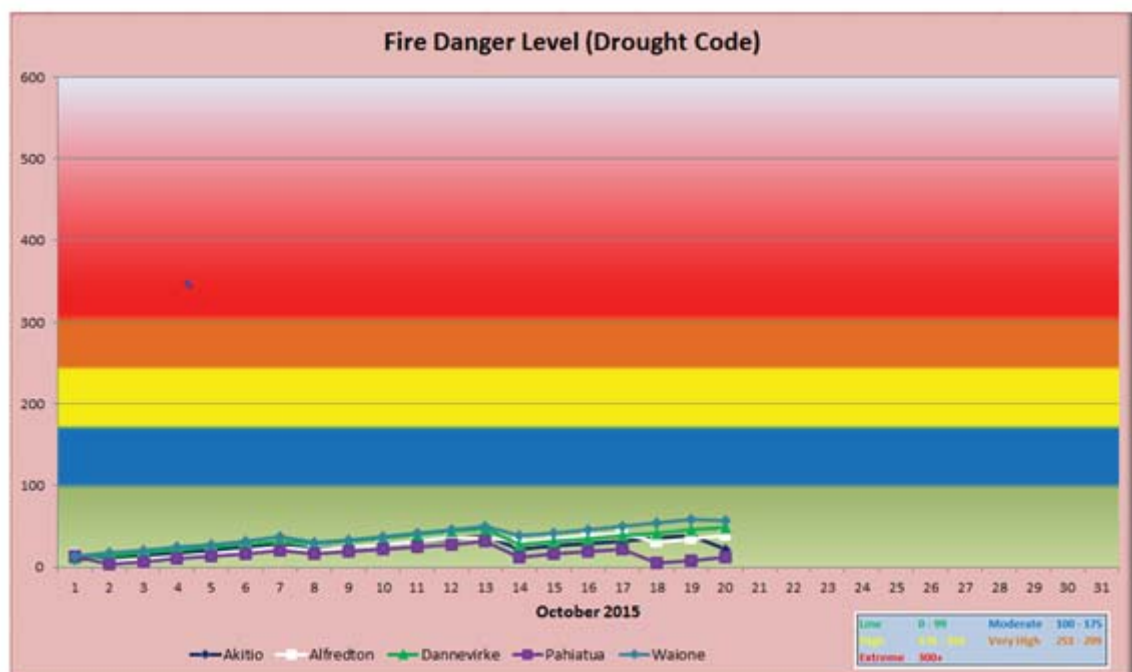
34. Rural Fire

34.1 Fire Season



The El Nino is happening as predicted i.e. periods of westerly to north-westerly winds with alternating south west changes bringing heavy rain. It is predicted that we will continue to get wet south westerlies up to the end of December then it will dry out fairly quickly leading to drought conditions.

The graph below shows the readings from our 5 rural all weather stations and the current fire danger level within the District. This information is monitored by the PRFO during the season and the graph updated daily.



34.2 Tiraumea Rural Fire Force

We have just received a pager repeater for the Tiraumea Volunteer Rural Fire Force. This was donated to us from the NZ Fire Service and will be installed early in November 2015. Once installed, pagers will be issued to the Tiraumea volunteers.

34.3 Rural Fire Plan

Completed and passed by Council and the National Rural Fire Authority. It is now with Business Development awaiting printing and should be ready for distribution by the end of the month.

34.4 Incident Reports

<i>NRFA Classification Type</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Total</i>
Power Lines	1	0	0										1
Vehicle - Car, Truck etc.	0	0	0	1									1
Farm/Forest Machinery	0	0	0										0
Camp fires/bonfires/rubbish fires	1	1	0	2									4
Smokers	0	0	0	1									1
Land clearing escaped - Open Fire Season	0	0	0	2									2
Land clearing escaped - Restricted/ Prohibited Fire Season (no Fire Permit)	0	0	0										0
Structural - House/Shed	4	0	3	2									9
Pyrotechnics Fireworks	0	0	0										0
False Alarm	4	6	2	2									14
Medical Assist	1	0	0										1
Motor Vehicle Accident	0	1	0										1
Miscellaneous	0	0	1	1									2
Total	11	8	6	11									36

34.5 Rural Fire Meetings

Paddy attended the Manawatu-Wanganui Regional Rural Fire Committee meeting at Palmerston North on 23 September 2015.

34.6 Herbertville Dam

A 5,000 litre dam has been purchased for the Herbertville Rural Fire tanker. This means that all Urban Fire and Rural Fire service tankers within the District now have a 5,000 litre portable dam on board. It enables the tanker to drop its load into the dam for immediate use and return for another load while the dam is in use.

35. Civil Defence



35.1 Civil Defence Plan

Plan is about one third completed and a draft should be ready for Management approval prior to going to Council by the end of November.

35.2 Meetings

Paddy attended the Group Emergency Management Officers Meeting in Palmerston North on 14 October 2015

35.3 Floodex 2015

Council conducted a Civil Defence exercise called Floodex 2015 on 22 September 2015. The main aim of the exercise was to test our telephone system under pressure and to use the new Emergency Management Information System (EMIS) in an Emergency Operations Centre (EOC). It involved 10 members of the public ringing in to council with injects which were based on the 2004 floods. A call was made to council every 2 minutes for two hours. It was pleasing to see that all calls were answered promptly and recorded in EMIS. It is also noteworthy that the call takers were also taking business as usual calls at the same time. Feed back forms from those who made the calls all praised the excellent customer service of the call takers.

Once the calls were in EMIS various positions in the EOC processed the calls under instruction with the help of our EMIS regional instructor. Situation reports and Action plans were formulated. The exercise was so successful that other Councils within the Manawatu-Wanganui CDEM Group have copied our example. Well done to all who participated.

As flooding tends to repeat itself within the District, using real information was of great value to staff. It makes them more familiar with those areas and issues they are likely to face.

This exercise is a precursor to an exercise to be held at an undisclosed date in November 2015 and will involve a serious earthquake situation. It will test Council's readiness as only the Emergency Management Officer and exercise referees will know the date and it will involve full activation of the EOC.

35.4 Weber Repeater Link

A project to replace the Weber repeater link has been completed this month by Downer Technical Solutions Ltd. It involved a complete rebuild of the Weber link, replacing the old repeaters at Te Awaputahi and Mt Butters, and replacement of some aerials. The new system simplifies the network for users, is more reliable and should last over 10 years. One of the old repeaters is still in reasonable condition and is held in the Rural Fire store as a back-up should any others fail.

Library

36. General

September started with a bang at the library with the running of the Annual Trivia Quiz on 8 September. There were 23 teams entered from the Eketahuna, Woodville and Dannevirke branches. There was one entry from Pahiatua, but they chose to pull their team rather than travel to Woodville to compete there. Winners this year was the MCI & Associates team, 3 Assets and a Liability with 69 points, followed closely by the Woodville Bookworms with 68 points. A close run competition with the winner only being decided in the last round.

September we also helped to celebrate Adult Learners Week. The northern adult learning providers ran information kiosks in the Dannevirke Library, and the outstanding Adult Learners Awards night was again held on the Wednesday evening. This was attended by approximately forty people and was a wonderful celebration of those individuals who have taken up the challenge to embark on training.

Bee Aware month was celebrated with some sweet displays at the library branches. Paul Dandy (Benz Bees) and a representative from Kintail Honey spoke at the Eketahuna and Dannevirke branches about beekeeping and the importance of bees.

The renovations at Pahiatua Library got underway during the month. This will give customers access to the Town Hall toilets, something the community has been wanting for some time. We are also having some other modifications made to the building that will improve the layout for customers.

Woodville Library have changed their layout (thanks to the mobile shelving) to make better use of the floor space – the end result has been positively received by customers.



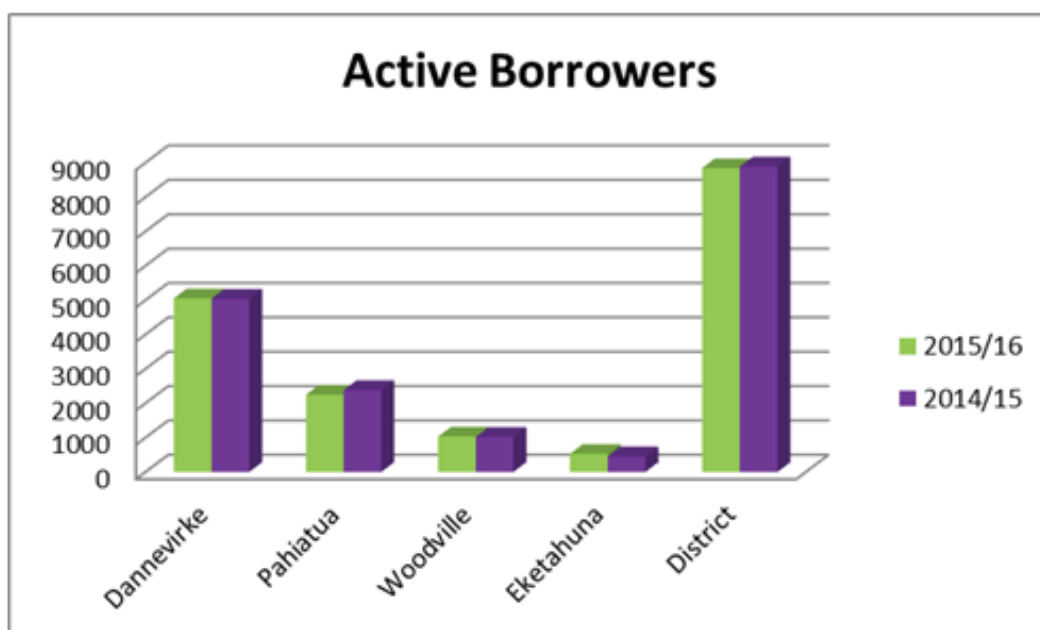
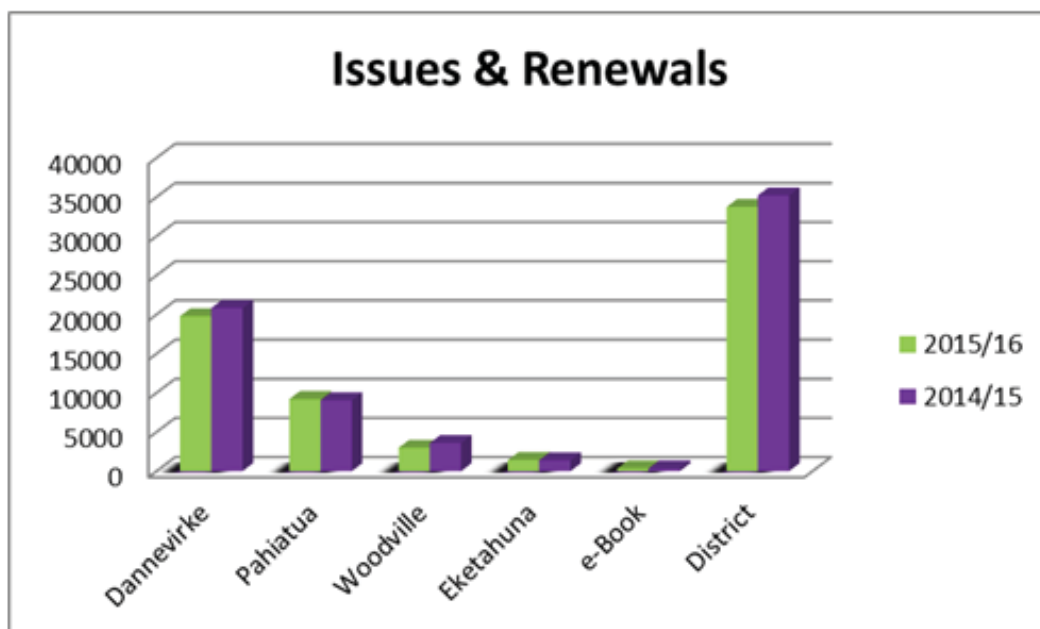
Wairarapa and Tararua REAP and the Tararua District Library will be working in partnership to run the Stepping Up programme. The programme is for anyone with basic computer skills wishing to develop skills relevant to their work and life. The objective of the programme is to access further learning and enhance job opportunities. The REAP's will be providing the tutor for the courses and any laptops required. The library will provide the venue, the network (APNK) and the hardware (APNK PC's). Our first course will be held at the Eketahuna branch starting on the 20th October.

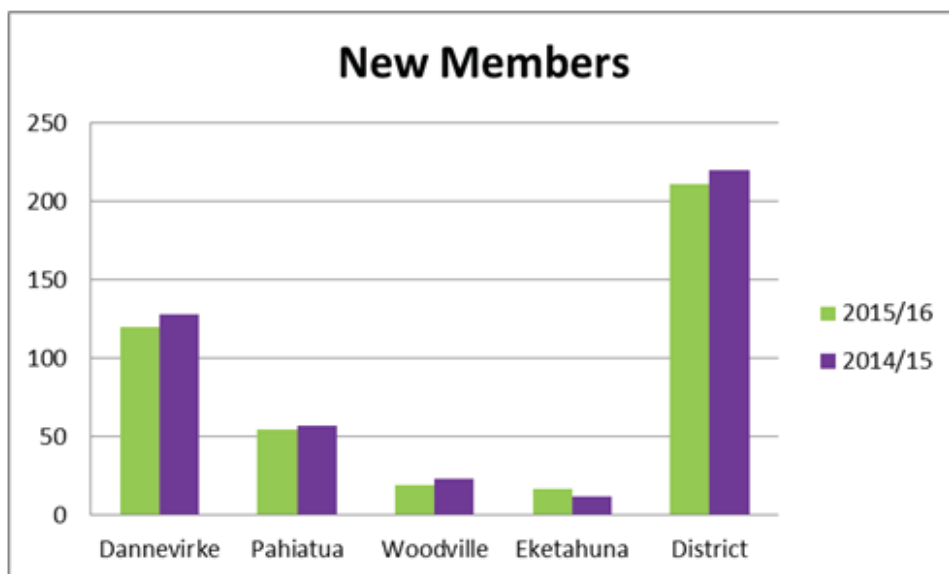
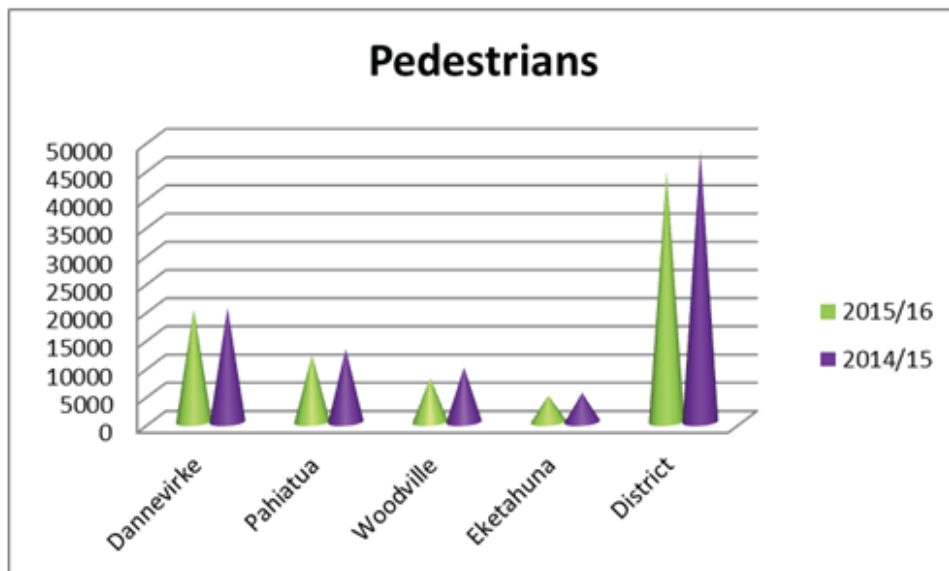
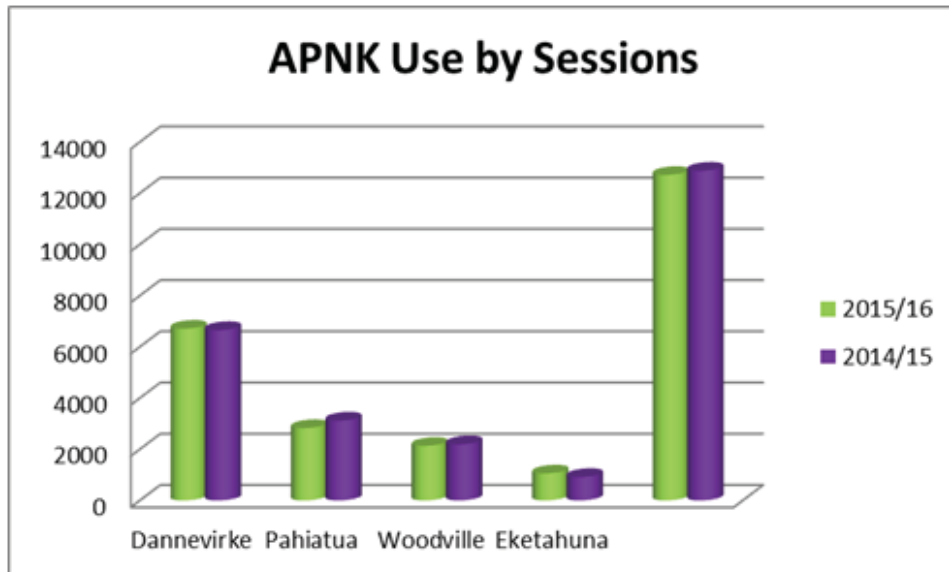
37. Children's Services

The term holidays saw the library focus on numeracy with the Wairarapa REAP funded Maths is Fun programme being held at all four library branches. 135 children enrolled to take part in the programme from Year 1 to Year 8. The completion figures for all the branches has not yet been recorded, however Dannevirke and Pahiatua saw 86 of their 95 children complete the programme.



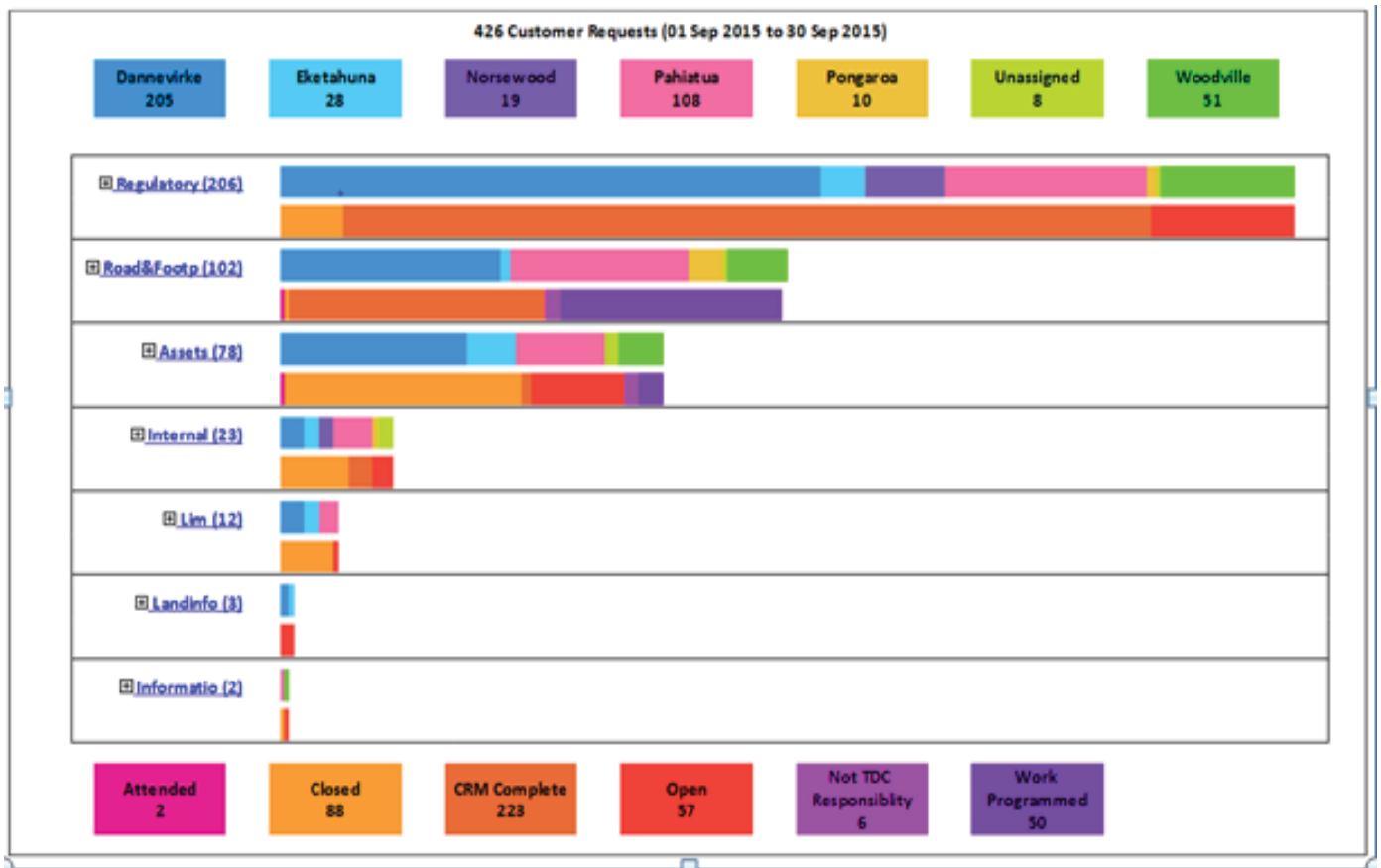
38. Statistics – as at 30 September 2015





Customer Services

39. CRM Dashboard – 30 September 2015



Sport and Recreation



40. General

- Sustainability work has continued with **Dannevirke Athletics**. Job descriptions for committee members have been created, suggested changes to the constitution have taken place, an annual plan has been created, and a proposal has been produced in order to entice people to join the committee. Further support will continue.
- The fifth **Secondary Schools Principals meeting** was held on Tuesday 22 September. David de Villiers from Dannevirke High School was in attendance. The topics discussed at this meeting were: Growing Coaches and Grassroots Coaching courses, Secondary School Sports Awards, and the new Secondary School Sports Advisor.
- The second annual **Pahiatua Indoor Football** competition finished on September 4 2015. 16 teams competed over 11 weeks in 4-a-side social football with competitors between 15 years of age to 65 years.
- The **2015 Sport Manawatu Grassroots Sports Awards** were held at the Manawatu Golf Club on 18 September 2015. This event recognises the dedication of our hard working sport volunteers and sport organisations throughout the region. We received a total of 38 sport organisation nominations (up from 26 nominations in 2014), 266 volunteer nominations (down from 370 in 2014), and sent approximately 1,500 volunteer thank you cards.
- The **Sport Manawatu Coach Connect Facebook page** has been launched. The aim is to get local coaches discussing coaching, sharing Best Practice coaching information, and building a coaching community. The page now has 145 people following it and the articles posted have reached more than 4,000 people in September.
- Regional Coach Development Advisor has been working with Sport NZ on developing a **survey for Coaches** in the region to find out what their needs are.
- **The Tararua Alliance Sport Awards judging committee** met on Thursday 24 September to finalise category winners. Announcement of the winners will take place at the event scheduled Friday 16 October at the Dannevirke Town Hall.
- Planning is underway for the **2016 Whanau Tri Training programme** and event. Sport Manawatu will continue to work collaboratively **with Rangitane o Tamaki nui a Rua** on the project and have recruited Erana Peeti-Webber from Activate Gym as the Tararua Whanau Tri programme coach.

- Two Weber School teachers and the Principal of Ballance School were among a group that attended a full-day SportStart workshop at Vautier Park, Palmerston North on Tuesday 15th September. The workshop provided Sport Manawatu staff with an opportunity to upskill teachers on the SportStart philosophy and game delivery techniques.
- Regional Capability Development Advisor and Tararua Recreation Advisor met with Tararua College Sports Coordinator, Dannevirke Sports Club, and Dannevirke Tennis Club to share information about the Sport NZ Club Warrant of Fitness, Grassroots Coaching Course, Tararua Alliance Sport Awards, and local funding opportunities.
- The Tararua Arts Council met on Monday 21 September to assess four applications for the Creative Communities fund. Funds available for this round were \$11,185 with a total amount of \$7,910 sought. The successful applicants were:
 - Dannevirke and Districts A & P Association, receiving \$850 towards advertising costs of the Photography and Home Industries section of the 2016 105th Annual Show.
 - Tararua Learning Incorporated, receiving \$500 towards a Photographic exhibition of weaving projects.
 - Pahiatua Repertory Society, receiving \$4,500 towards “The Addams family” theatre production.

41. 2015 Tararua Alliance Sport Awards

New Zealand touch representative Rachel Stephenson claimed the Supreme Sport Award at the 2015 Tararua Alliance Sport Awards on 16 October. Rachel was the vice-captain of the New Zealand Touch Blacks Mixed team that were silver medallists at the 2015 Touch World Cup in Australia. Rachel’s previous achievements have seen her competing at three world cups, receiving 48 caps for the New Zealand Touch Blacks.

The other big winners on the night were:

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

Almost 200 guests were present to celebrate the very best in Tararua sporting excellence and hear NZ Heavyweight Champion Joseph Parker share his achievements as a professional boxer.

The awards have been run for the last 16 years by Sport Manawatu and were held at the Dannevirke Town Hall.

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

- Active Teens and Active Families programmes commencing Dannevirke in term one, 2016. Sport Manawatu will be partnering with Dannevirke High delivering the programmes to participants utilising school facilities.

43. Recommendation

That the report from the Chief Executive dated 22 October 2015 concerning an update on key projects and items of interest to the Council (as circulated) be received.

Attachments

Nil.