

From: [Allie Dunn](#)
To: [REDACTED]
Subject: Response to Request for Official Information – St David's Church; 7 Coronation Street, Norsewood
Date: Friday, 17 July 2026 9:23:00 am
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
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[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[LGOIMA 7 Coronation Street Norsewood.pdf](#)

Kia ora

I am writing in response to your official information request dated 8 July 2026 regarding the former St David's Church in Norsewood.

The Council holds a limited amount of information within the scope of your request relating to building consent matters. Specifically, the Council has identified two documents relating to exempt building work undertaken during the period requested. Copies of these documents are enclosed.

Certain personal information contained within the documents has been withheld under section 7(2)(a) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) to protect the privacy of natural persons. In making this decision, Council has also had regard to its obligations under the Privacy Act 2020.

In relation to your request for copies of resource consent applications and decisions for this property, Council can confirm that it does not hold any resource consent documentation for the site during the period specified in your request.

Council has also undertaken reasonable searches for information relating to the heritage status of the site, including any correspondence from Heritage New Zealand Pouhere Taonga. We have found one document that matches your search criteria, a copy of which is attached. This document outlines a technical information update from Heritage New Zealand relating to the listing of the former St David's Church in Norsewood.

You have the right to seek an investigation and review of this response by the Ombudsman. Information about how to make a complaint is available on the Ombudsman's website at <https://www.ombudsman.parliament.nz> or by calling 0800 802 602.

Ngā mihi



Allie Dunn | Manager Democracy Services | Deputy Electoral Officer

Democracy Services | Tararua District Council

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 Allie.Dunn@Tararua.govt.nz

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-  www.tararua.govt.nz
-  www.facebook.com/tararuaadc
-  www.instagram.com/tararuaDistrictCouncil
-  www.linkedin.com/company/tararua-district-council

This email and any attachments are intended for the above named recipient only and may be confidential.

If you have received it in error, please take no action based on it, copy it, or show it to anyone.

Please return to the sender and delete your copy. Thank you.

From: Simone Anthony

Sent: Thursday, 9 July 2026 10:58 am

To: [REDACTED]

Subject: RE: Request for Official Information – St David's Church; 7 Coronation Street, Norsewood

Kia ora [REDACTED]

This email is to acknowledge receipt of your request for information, regarding St David's Church, 7 Coronation Street, Norsewood records relating to the renovation and restoration works undertaken during approximately 2022–2024.

We will endeavour to respond to your request as soon as possible and in any event no later than 6 August 2026, being 20 working days after the day your request was received. If we are unable to respond to your request by then, we will notify you of an extension of that timeframe.

As part of our commitment to openness and accountability, we are now proactively publishing copies of requests for information and the responses provided to these requests, on our website. In doing so, we will ensure we comply with the provisions of the Privacy Act 2020 and redact any personal / identifying information from any response published.

If you have any questions about this, please don't hesitate to get in contact with me. Ngā mihi,



Simone Anthony | Democracy Support Officer
Democracy Services | Tararua District Council

 | Mobile: +64 27 3125641

 Simone.Anthony@Tararua.govt.nz

 26 Gordon Street, Dannevirke 4930, PO Box 115

 www.tararua.govt.nz

 www.facebook.com/tararuadc

From: [REDACTED]

Sent: Wednesday, 8 July 2026 9:42 pm

To: Info - Tararua District Council <Info@TararuaDC.Govt.NZ>

Subject: Request for Official Information – St David's Church; 7 Coronation Street, Norsewood

EXTERNAL EMAIL ALERT: Caution advised. This message is from an external sender. Verify the sender's identity and use caution with attachments and links.

Kia ora,

I am writing to request information relating to St David's Church, at 7 Coronation Street, Norsewood, under the Local Government Official Information and Meetings Act 1987.

I am seeking copies of any records held by the Council relating to the renovation and restoration works undertaken during approximately 2022–2024, including:

Any resource consent applications and decisions.

Any building consent applications and associated documentation that can be released.

Architectural plans or drawings submitted as part of the applications.

Heritage assessments or conservation reports.

Planner's reports and recommendations.

Any correspondence or comments from Heritage New Zealand Pouhere Taonga that form part of the Council's file.

Any conditions of consent or other approvals relating to repainting, repairs, restoration, or alterations to the church.

Any other reports or documents that explain the basis on which the works were approved.

If any part of my request is too broad, I would appreciate your assistance in refining it

rather than declining the request.

If some documents are withheld under the Act, I would appreciate receiving the remaining documents with only the necessary information redacted, together with the reason for any withholding.

Please provide the information electronically by email where possible.

Thank you for your assistance. I look forward to your response.

Kind regards,

A solid black rectangular box used to redact the signature of the sender.

Application for exemption of building work

In accordance with Schedule 1 (2), Building Act 2004



Please read this first

This form will be scanned by electronic equipment. It is important that you:

- use a blue or black pen to complete this form; and
- print clearly.

A processing fee of \$270 will be invoiced upon receiving this application.

The Council will notify you in writing of the decision based on this application within 10 working days.

Property details (Please print in CAPITALS)

7	Coronation Street, Norsewood		
Street/Rapid number	Street/Road name		
Legal description:	Lot number	Section	Town Section 5
	DP	Block	Block V Norsewood
Valuation number	/ .		

Owner details (Please print in CAPITALS)

Title: ☐ Mr ☐ Mrs ☐ Miss ☐ Ms

[REDACTED]

7 Coronation Street

Postal address

Norsewood

Town

Postcode

[REDACTED]

Landline phone number

0 -

Mobile phone number

[REDACTED]

Email

Office use only

Date received / / 2 0

NAR .

Applicant details *(Please print in CAPITALS)*Title: ☐ Mr ☐ Mrs ☐ Miss ☐ Ms

Insulmax Insulation Manawatu Limited

Name of applicant



Town

Postcode



Landline phone number

0

Mobile phone number



@insulmax.co.nz

Email

Reason for exemption

Write a detailed explanation of why you consider that your building work is exempt from requiring a building consent.

(Refer Building Act 2004, Schedule 1 (2))

Codemark Certificate CM70028

Attachments☐ Attach plans and specifications of your building work.**Signature**

Signature of applicant

22 / 05 / 2023
Date

Existing Building Assessment (EBA)



This assessment is only to be carried out by an Insulmax® licensed property assessor to assess whether the building is suitable to be installed with Insulmax® blown mineral fibre insulation in terms of NZ Building Code and S112 of the NZ Building act and should NOT be regarded as a building survey.

Name of Owners:		PRIOR TO INSTALLATION of Insulmax® the following work is required:
Address:	7 Coronation Street, , Norsewood 4974	No work required
Lot / DP Number:	Town Section 5 Block V Norsewood	PRIOR TO THE ISSUING of the Insulmax® Certificate of Completion the following work is required:
BCA / TA:	Tararua	No work required
Proof of Ownership:	Certificate of Title	

By signing below the owner agrees to the following:

- A Owner agrees to undertake all work identified above
- B All electrical wiring in the walls proposed to be installed with Insulmax® is TPS or work required is to upgrade to TPS before commencement of the Insulmax® installation
- C The owner is not aware of any internal or external leaks
- D Smoke detectors are present and functional within 3m of all sleeping areas or work required is that owner will install smoke detectors
- E The Insulmax® representative has explained the results of the assessment and the owner accepts those findings and authorises the Insulmax® representative to act as their agent in respect to obtaining all necessary consents and related correspondence with the Building Consent Authority.

Owners Signature:

Owners Name:

Licensed Building Assessor Signature:

Licensed Building Assessor Name:

Existing Building Information

Property Site:	Sloping Section, Semi-Exposed, Urban
Approx. Year of Construction:	1890
Number of Stories:	1
Roof & Eaves:	Hip Gable, Corrugated Steel, Modest eaves
Foundation & Floor:	Piles, Suspended Floor Timber
Framing:	Likely Rimu
Joinery:	Timber, Appears to be installed correctly
Lining:	Sarked
Building Paper:	Detected (but unable to guarantee extent or condition)
Exterior Cladding:	Timber

Install Information

Cladding Type:	Timber
Installed Via:	Cladding
Installation:	Framing timber and accessible cavities are located by various means including infra red detection and a 16mm installation hole is made to access each cavity. The installation hole can be made in the exterior cladding (with the exception of palisade weather board, corrugated steel or EIFS claddings) or in the interior lining. The Insulmax® installation machinery is calibrated for the construction type and each cavity is filled with Insulmax® water resistant blown mineral fibre.

Finishing of Cladding

Timber / Cement Board:	Holes filled with Turbo house filler, sand flush and holes sealed with exterior paint system.
Painted rendered plaster / masonry:	Holes filled with sand / cement mortar and holes sealed with exterior paint system
Unsealed masonry:	Holes filled with sand / cement mortar and exterior cladding sealed with appropriate Surfapore masonry surface sealer for concrete or clay based substrates. Clay brick http://www.pacificnanotech.co.nz/catalog/surfapore-range/surfapore-r Concrete block/brick http://www.pacificnanotech.co.nz/catalog/surfapore/surfapore-c

Assessment of the Existing Building

in relation to S112 to determine that the installation of Insulmax® insulation will not reduce compliance of the existing building with respect to the following code clauses:

Structure B1.3.1

Do linings and claddings appear to have been fixed correctly and are suitable to withstand the slight pressure that they will experience during the installation process?

- ☒ **Yes** ☐ **No** - *Do not install Insulmax® in the affected wall area or mark on site plan and include in work prior to the installation Insulmax® - "Additional lining fixings are required prior to the installation of Insulmax®"*

Prevention of Fire Occurring C2.2

Is a through wall flu located in the area proposed to be insulated ?

- ☒ **No** ☐ **Yes** - *Mark on site plan and DO NOT install in cavity containing a through wall flu or alternatively obtain written confirmation from flu installer that insulation may be installed around through wall flu*

Electricity G9.3.1

After removing a plug point on an exterior wall, wiring is observed to be TPS ?

- ☒ **Yes** ☐ **No** - *Indicate in work required prior to the installation of Insulmax® that wiring requires upgrading to TPS in walls proposed to be insulated with Insulmax®*

Energy Efficiency H1.3.1

Is Insulmax® insulation able to be installed so increasing the thermal resistance of the wall structure and limiting uncontrolled airflow?

- ☒ **Yes** ☐ **No** - *Indicate on site plan areas of wall that are not able to be insulated with Insulmax®*

External Moisture E2.3.3 E2.3.5

Paint finish of exterior cladding appears to be in an well maintained condition?	☐ No	☒ Yes
Exterior cladding appears to have deterioration to a level that may allow water ingress?	☐ Yes	☒ No
Joinery appears to be in good condition and not allowing water ingress?	☐ No	☒ Yes
Flashings are present and appear to be installed correctly?	☐ No	☒ Yes
All existing penetrations are sealed?	☐ No	☒ Yes
Join between different cladding types sealed?	☐ No	☒ Yes
Gutters and down pipes are present and appear to be functioning correctly?	☐ No	☒ Yes
Is water able to pool against exterior wall e.g. raised sealed deck?	☐ Yes	☒ No
Walls are free to air e.g no raised border bounded by exterior wall?	☐ No	☒ Yes
Masonry clad home underfloor vents are present and clear? ☒ Not Applicable	☐ No	☐ Yes
Window / masonry vertical joints are sealed? ☒ Not Applicable	☐ No	☐ Yes



Itemise maintenance in work required section that is either required prior to the installation of Insulmax® for major maintenance areas or prior to the application of CCC for minor maintenance e.g itemised major maintenance may be - "prevent water from pooling against wall by removing deck from south wall as marked on site plan before the installation of Insulmax®"

Soffits appear to be sound with no water staining or bubbling paint which may indicate gutters or roof leaking into surfeits and possibly walls?	☐ No	☒ Yes
Areas of lining / cladding appear to be damp / soft / discoloured / mouldy or rotten suggesting the accumulation of water?	☐ Yes	☒ No
Underfloor space is excessively damp? ☐ Not able to inspect	☐ Yes	☒ No



Do not install Insulmax® until further investigations have been made to confirm that enclosed spaces have not accumulated moisture to a level that may cause fungal growth or the degradation of building elements i.e framing moisture levels must be below 18% and the source of the water ingress identified and remedied. Excessive underfloor moisture may be due to leaking "in wall" pipes, ground water or gutters leaking water in the wall soffit and wall cavity the case of masonry veneer construction. Work required would be to repair leaking pipes before the installation of Insulmax® or check soffits for water staining or other signs of water ingress. Results of the investigation to be noted in "work required prior to the installation of Insulmax®"

Photos of Each Elevation Proposed to be Insulated

North Elevation



South Elevation





Declaration

Assessment of the Existing Building

Based on this assessment of the existing building I am satisfied that the property is suitable for the installation of Insulmax® retrofit wall insulation

In relation to S112, the ability of the existing building to comply with the applicable building code clauses including durability B2.3.1 (to the extent of the other clauses) will not be reduced by the installation of Insulmax® blown fibre existing wall insulation on the following provisions :

- Work itemised to be completed prior to the installation of Insulmax® is completed
- Insulmax® is installed according to the Insulmax® Installation Manual
- Reparation of exterior cladding is completed according to the Insulmax® Installation Manual
- Work itemised to be completed before the application of CCC / issue of Insulmax® certificate of completion is completed

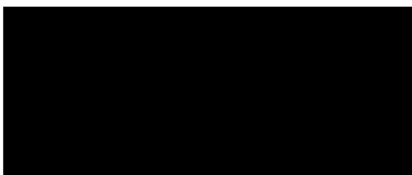


Signed 
Insulmax® NZ Ltd. Certified Property Assessor
22 May 2023

Declaration

Conformity to CodeMark Certification

I declare that I am an Insulmax® license holder and that all conditions of the attached CodeMark Certificate number CM 70028 have been met and will continue to be met during this installation of Insulmax® retrofit wall insulation.



Insulmax® Regional License Holder
22 May 2023





INSULMAX® SITE PLAN CONSENT

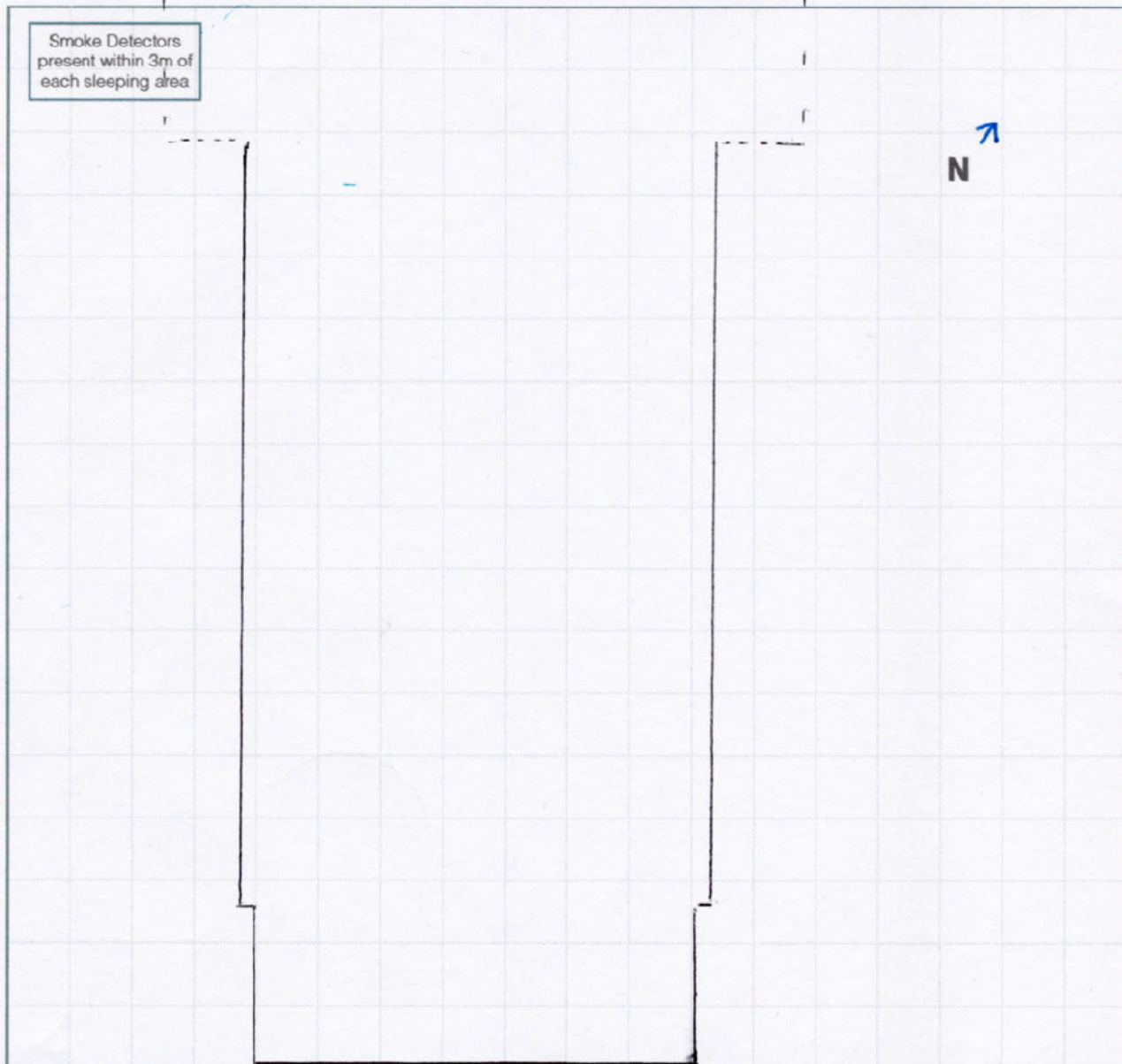
Wall Insulation System

Address 7 Coronation Street Norsewood

- Record maintenance / work items required prior to installation or CCC / Insulmax® Completion Certificate
- Record location of moisture readings if suspected leak from defect or visual sign of moisture ingress
- Record position of through wall flus
- **ALL EXTERNAL WALLS PROPOSED TO BE INSULATED UNLESS OTHERWISE INDICATED**

- KEY - Walls indicated as ----- are NOT proposed to be insulated

Scale 1m = 1 square





RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD
Search Copy




R.W. Muir
Registrar-General
of Land

Identifier **HB68/187**
Land Registration District **Hawkes Bay**
Date Issued 09 January 1890

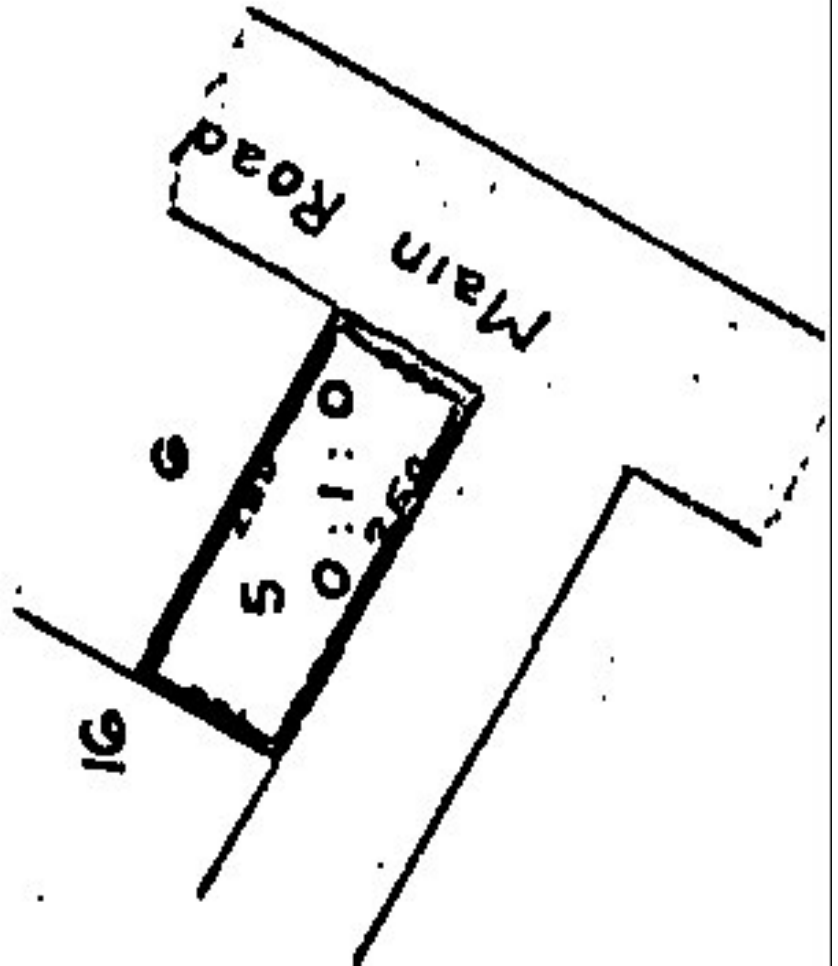
Estate Fee Simple
Area 1012 square metres more or less
Legal Description Town Section 5 Block V Norsewood
Registered Owners
[REDACTED]

Interests

Identifier

HB68/187

Block V Village of Norsewood





PRODUCT CERTIFICATE



BUREAU
VERITAS

INSULMAX® Retrofit Wall Insulation Method

This is to certify that

Complies with the New Zealand Building Code (NZBC):

When installed in accordance with the conditions and limitations of this certificate, the INSULMAX® insulation will comply with:

- B1 Structure – B1.3.1, B1.3.2, B1.3.3 (a), B2 Durability – B2.3.1 (a), F2 Hazardous Building Material – F2.3.1.

The building work will comply with:

- E2 External Moisture – E2.3.2.

When installed in accordance with the conditions of this certificate, the INSULMAX® insulation will contribute to compliance with:

- C3 Fire Affecting Areas Beyond the Fire Source – C3.7 (a), H1 Energy Efficiency – H1.3.1 (a), (b), H1.3.2E.

The existing building will continue to comply with the following Building Code Clauses to at least the extent as before the installation of INSULMAX® insulation;

- B1 Structure – B1.3.1,
- C2 Prevention of Fire Occurring – C2.2,
- E2 External Moisture – E2.3.2, E2.3.5,
- G9 Electricity – G9.3.1,
- H1 Energy Efficiency – H1.3.1.

Subject to the following conditions and limitations:

1. All aspects of the INSULMAX® Retrofit Wall Insulation method must be carried out or supervised by a person certified by Insulmax NZ Limited.
2. The INSULMAX® License Holder must provide a signed declaration (to be provided to the BCA as part of an application for building consent or Schedule 1 s2 exemption), that all conditions of the CodeMark certificate have been met.
3. The INSULMAX® existing building assessment report must be signed by a person who has been certified by Insulmax New Zealand Limited (to be provided to the BCA as part of an application for building consent or Schedule 1 s2 exemption).
4. The agreement of the Building Owner to complete the "Work Required" identified on the INSULMAX® existing building assessment report must be obtained and provided to the BCA as part of an application for building consent or Schedule 1 s2 exemption.

Product description

The INSULMAX® Retrofit Wall Insulation Method is a controlled design method for creating plans and specifications for a building consent to install INSULMAX® in the walls of existing buildings. INSULMAX® insulation is a soft, white blown mineral insulation material that achieves an R value of 2.5 - 2.8/100mm.

The controlled design method includes a prescribed method for assessing the existing building and identifying any work that must be done prior to the installation of INSULMAX® insulation, in order for the requirements of s112 of the Building Act 2004 to be met. The report that is produced as a result of this evaluation must be provided to the BCA as part of the building consent application. The INSULMAX® Retrofit Wall Insulation Method also provides a declaration on completion of the work that the "Work Required" identified on the INSULMAX® existing building assessment report has been undertaken and the building work has been completed in accordance with the building consent. For clarity, certification covers the controlled design method and the INSULMAX® Insulation building material.

The INSULMAX® Retrofit Wall Insulation Method may also be used to support an application for exemption from building consent under Schedule 1 s2 of the Building Act 2004.

Product purpose or use

This certificate covers the retrofitting of INSULMAX® wall insulation in all existing buildings subject to the completion of the Insulmax Existing Building Assessment.

Certificate holder

Insulmax N.Z Ltd
43 Tunnel Beach Rd.
Blackhead RD1
Dunedin 9076
Ph: 03 487 8606
www.insulmax.co.nz

CodeMark Product Certification Body

Bureau Veritas Australia Pty Ltd
3/435 Williamstown Road,
Port Melbourne VIC, 3207
Ph: 1800 855 190
www.bureauveritas.com.au

Product Certification Manager

For and on behalf of

Bureau Veritas Australia Pty Ltd

13 June 2019

Date of issue

CM70028

Certificate Number



MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HĪKINA WHAKATUTUKI

This certificate is issued by an independent certification body accredited by JAS-ANZ, the product certification body appointed by the Chief Executive of the Ministry of Business, Innovation and Employment under the Building Act 2004. The Ministry does not in any way warrant, guarantee, or represent that the building method or product the subject of this certificate conforms with the New Zealand Building Code, nor accept any liability arising out of the use of the building method or product. The Ministry disclaims to the extent permitted by law, all liability (including negligence) for claims of losses, expenses, and costs arising as a result of the use of the building method(s) or product(s) referred to in this certificate. The certificate holder must maintain compliance with the conditions set out in section 15 of the Building (Product Certification) Regulations 2008. This certificate may only be reproduced in its entirety. It is advised to check that this certificate is currently valid and not withdrawn or suspended by referring to the Register of Product Certificates on the Building Performance website <http://www.building.govt.nz>.



Certificate of Compliance



is hereby granted to:

7 CORONATION STREET, NORSEWOOD

Address of installation

For insulation being compliant under RTA regulations and adhering to NZS4246:2016 standards as set by the New Zealand Government at the time of installation and/or assessment of this property

R-Value (m² K/W)

Thickness (mm)

Ceiling Insulation:

N/A

Underfloor Insulation:

100mm

R1.8 POLYESTER

GVB:

Smoke Alarms:

24/02/2023

Certified by

Date:

List Number	Name	Location	Type	Original Legal Description	Technical changes to the List	
7224	St David's Church	Coronation Street, NORSEWOOD	Historic Place Category 2	Sec 5 Blk 5 Norsewood village, Blk V Takapau SD	Change name: Change address: Change legal description: Clarify extent:	St David's Church (Former) 7 Coronation Street and Eriksen Street, NORSEWOOD Tn Sec 5 Blk V Norsewood (RT HB68/187), Hawkes Bay Land District Extent includes the land described as Tn Sec 5 Blk V Norsewood (RT HB68/187), Hawkes Bay Land District, and the building known as St David's Church (Former) thereon.

Tauranga City Council

List Number	Name	Location	Type	Original Legal Description	Technical changes to the List	
795	Woodhill	167 Grange Road, TAURANGA	Historic Place Category 2	None given.	Change address: Add legal description:	167 Grange Road, Otūmoetai, TAURANGA Lot 1 DPS 8309 (RT SA6C/723), South Auckland Land District.

Thames-Coromandel District Council

List Number	Name	Location	Type	Original Legal Description	Technical changes to the List	
4629	Four Oaks	Rings Road, COROMANDEL	Historic Place Category 2	None given.	Change address: Add legal description: Clarify extent:	1699 Rings Road, COROMANDEL Lot 1 DPS 9180 (RT SA5A/895), South Auckland Land District Extent includes the land described as Lot 1 DPS 9180 (RT SA5A/895), South Auckland Land District, and the building known as Four Oaks thereon.