



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 29 January 2020** commencing at **1.00pm**.

Blair King
Chief Executive

Agenda

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

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

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

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

5. Notification of Items Not on the Agenda

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

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

6.	Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business	
7.	Personal Matters	
8.	Confirmation of Minutes	5
	<i>Recommendation</i>	
	<i>That the minutes of the Council meeting held on 11 December 2019 (as circulated) be confirmed as a true and accurate record of the meeting.</i>	
9.	Any Matters Arising from the Minutes not otherwise dealt with in the Agenda	
10.	Community Boards and Community Committees Reports	
10.1	Dannevirke Community Board	13
	<i>Recommendation</i>	
	<i>That the report of the Dannevirke Community Board meeting held on 2 December 2019 (as circulated) be received.</i>	
10.2	Eketahuna Community Board	21
	<i>Recommendation</i>	
	<i>That the report of the Eketahuna Community Board meeting held on 9 December 2019 (as circulated) be received.</i>	
10.3	Woodville Districts' Vision	26
	<i>Recommendation</i>	
	<i>That the report of the Woodville Districts' Vision meeting held on 3 December 2019 (as circulated) be received.</i>	
10.4	Pahiatua On Track	29
	<i>Recommendation</i>	
	<i>That the report of the Pahiatua On Track meeting held on 4 December 2019 (as circulated) be received.</i>	

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

11.	Reports	
11.1	Woodville In Focus Incorporated Proposed Sport and Recreation Hub Project	33
11.2	Triennial Agreement for the Manawatu-Whanganui Region	41
11.3	Policy on Elected Members Allowances and the Recovery of Expenses	57
11.4	Road Closures Requested Under the Tenth Schedule of the Local Government Act 1974	67
11.5	Road Closure Requested Under the Tenth Schedule of the Local Government Act 1974	79
11.6	Staff Report	87
12.	Portfolio Reports	
	Councillors assigned the responsibility to undertake the portfolio for a specific activity can report back on any of these matters.	
13.	Mayoral Matters	
14.	Items Not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 5	
15.	Closure	



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 11 December 2019 commencing at 1.00pm.

1. Present

Her Worship the Mayor - Mrs T H Collis, Crs E L Peeti-Webber (Deputy Mayor), A K Franklin, S A Hull, C J Isaacson, P A Johns, K A Sutherland, R A Treder and S M Wards.

In Attendance

Mr B King	- Chief Executive
Mr R Taylor	- Governance Manager
Mr M Maxwell	- Economic Development and Communications Manager
Ms A Yonge	- Programme and Projects Manager
Mr C Lunn	- Manager Regulatory Services
Mr D Watson	- Group Manager Plant and Property
Mr D LeMar	- Financial Accountant
Mr P Wimsett	- Manager Strategy and District Development
Mr M Thomas	- Strategy and Policy Adviser
Mr R Suppiah	- Chief Financial Officer
Mr C McKay	- Finance Manager
Mr M Alben	- Projects Manager
Mr H Featonby	- Alliance Asset Manager
Mr S Lee	- Filtar Alliance Manager (for item 15.2)

2. Council Prayer

- 2.1 The Mayor opened the meeting with the Council Prayer.
- 2.2 Following the Council Prayer a moment of silence was observed for the people that tragically died when Whakaari/White Island volcano erupted.

3. Apologies

- 3.1 Nil

4. Public Forum

4.1 Season's Greetings

- 4.1.1 Santa Claus entered the meeting to wish Council a Merry Christmas, and convey thanks and appreciation for its commitment and work in the best interests of the district.

5. Notification of Items Not on the Agenda

- 5.1 Nil

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

- 6.1 Nil

7. Personal Matters

- 7.1 Council note and acknowledge the following:

- Rebecca Mahoney on being nominated for New Zealand Rugby Referee of the Year Award
- Clayton Locke (Deputy Rural Fire Chief for Wairarapa and Tararua) on being part of the New Zealand contingent deployed to Australia to fight bushfires
- Moira Paewai on being appointed to Pukaha Mount Bruce Board

8. Confirmation of Minutes

- 8.1 *That the minutes of the Council meeting held on 27 November 2019 (as circulated) be confirmed as a true and accurate record of the meeting.*

Crs Franklin/Hull

Carried

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

9.1 Delegations of Functions to Community Boards (Item 10.1.21)

- 9.1.1 Clarification is provided regarding the way Council specifies the functions delegated to Community Boards and the roles and responsibilities of Community Committees.
- 9.1.2 Both Dannevirke and Eketahuna Community Boards are subject to the provisions of the Local Government Act and Council specifies the functions delegated to them.

- 9.1.3 Woodville Districts' Vision and Pahiatua On Track Community Committees are incorporated societies that operate under an agreement with Council specifying their roles and responsibilities for the provision and delivery of services in those areas.

10. Reports

10.1 Councillors Remuneration Following the 2019 Election

- 10.1.1 *That the report from the Governance Manager dated 4 December 2019 concerning Councillors remuneration following the 2019 election (as circulated) be received, and*

That Council propose for the Remuneration Authority's approval the below recommendations for the remuneration of Councillors following the 2019 election, thereby acknowledging the new structure adopted for committees involves all Councillors as members, their associated roles and appointments held in representing the district on various external committees, Community Boards and Community Committees and liaising with rural communities:

- *Deputy Mayor \$49,094 per annum*
- *Councillor \$37,750 per annum*

And that a further report be presented to consider amending Council's allowances and expenses policy to include the option of paying a childcare allowance as a contribution towards an elected members expenses incurred for childcare while the member is engaged on local authority business.

Crs Johns/Isaacson

Carried

10.2 Staff Report

10.2.1 Woodville Water Treatment Plant

- 10.2.1.1 The leak detection firm engaged to review Woodville's urban reticulation network has at this time identified two significant leaks on McLean Street and Woodlands Road.
- 10.2.1.2 Thanks are conveyed to the team of staff who worked around the clock to ensure Woodville residents had drinking water during the recent critical water shortage.
- 10.2.1.3 Thanks are also conveyed to Norsewood, Dannevirke and Otane Fire Brigades for use of their water tankers and Fonterra for a truck and trailer to supply sufficient treated water from Dannevirke supply to enable Woodville water treatment plant backwash to be completed.
- 10.2.1.4 The need for all residents to conserve water is emphasised to ensure supplies remain resilient over the forecast hot summer ahead.

- 10.2.1.5 Council expects to implement alternate day hosing restrictions district-wide in the near future.
- 10.2.1.6 The need to complete the further review of the Water Supply Bylaw in 2020 is emphasised, particularly regarding options to deal with extraordinary connections and moving to restricted flows through capping the supply of water available for their use.
- 10.2.2 **Residential Growth Study Initial Results**
- 10.2.2.1 Work has been done to determine where infill residential development can occur within the district, and capacity of wastewater infrastructure and the potable water supply network to cater for future growth requirements.
- 10.2.2.2 Rezoning of areas for residential development requires a District Plan change process to occur, including the completion of providing justification and analysis information to support such changes proposed for consideration.
- 10.2.3 **Liquefaction-prone Ground**
- 10.2.3.1 Council is required to assess building consent plans and specifications to ensure the proposed work will comply with the building code regarding structural performance.
- 10.2.3.2 Ministry of Business, Innovation and Employment has extended nationally the standard to define good ground and how buildings should be stable, not degrade and withstand physical conditions to protect lives and other property.
- 10.2.3.3 As a result of that change Council will need to map liquefaction-prone areas of the district by 28 November 2021.
- 10.2.4 **Proposed National Policy Statement for Indigenous Biodiversity**
- 10.2.4.1 Ministry for the Environment has started consultation on the proposed National Policy Statement for Indigenous Biodiversity, and this matter will be mentioned to the district's iwi at the Mayor and Chief Executive's regular meeting with their representatives.
- 10.2.5 **District-wide RSA Cemetery Inspections**
- 10.2.5.1 A representative from Veterans Affairs visited the district's service cemeteries, and was very impressed with their standard ranking them within the top 10% in the country.
- 10.2.5.2 This acknowledgement is a tribute to the Community Assets and Property Manager Colin Veale who retires today from that position after giving twenty-four years of service to Council, and as recognition of his work and commitment to the district a tree was planted at Dannevirke Domain.

10.2.6 Toilets

10.2.6.1 It is noted that recent upgrades have been undertaken to Norsewood RSA Memorial Hall and Pahiatua Bush Multisport complex toilets.

10.2.6.2 In undertaking such projects the design of these public facilities is a consideration to ensure they are easily accessible and user friendly.

10.2.7 Old Man's Beard Research

10.2.7.1 A PHD student from Massey University who is studying the biology and control of old man's beard is going to conduct a research trial at the Hopelands Reserve in Kumeroa.

10.2.8 Welcome Packs

10.2.8.1 The welcome packs sent out by Tararua i-SITE Visitor Information Centre to new residents are appreciated, and will be reviewed next year to make them more relevant to each community.

10.2.9 Regional Sport Facilities Plan

10.2.9.1 Council is still to consider committing to the Regional Sport Facilities Plan and contributing funding towards its implementation.

10.2.10 *That the report from the Chief Executive dated 4 December 2019 concerning an update on key projects and items of interest to the Council (as circulated) be received.*

Crs Sutherland/Franklin

Carried

11. 2020/2021 Draft Annual Plan

11.1 *That Council confirm the following dates for workshop briefing sessions to be held to discuss the 2020/2021 Draft Annual Plan:*

29 January 2020 at 9.00am (half day)

25 February 2020 at 9.00am (full day)

26 February 2020 at 9.00am (half day)

17 March 2020 prior to Audit and Risk Committee meeting at 1.00pm

25 March 2020 at 9.00am (half day if required)

27 May 2020 at 9.00am (half day if required)

24 June 2020 at 9.00am (half day)

Mayor Collis/Cr Johns

Carried

12. Portfolio Reports

12.1 Events and Meetings

12.1.1 The Mayor and Councillors reported on the following official events and meetings they had attended:

- | | |
|-----------------------------------|---|
| Cr Peeti-Webber
(Deputy Mayor) | <ul style="list-style-type: none">• Regional Transport Committee and Regional Emergency Management Committee meetings (also attended by the Mayor)• Dannevirke High School prize-giving (also attended by the Mayor) |
| Cr Sutherland | <ul style="list-style-type: none">• Forestry portfolio meeting (also attended by the Mayor and Cr Johns) |
| Cr Isaacson | <ul style="list-style-type: none">• Pukaha Mount Bruce National Wildlife Centre function to thank its supporters |
| Cr Hull | <ul style="list-style-type: none">• Pahiatua Main Street upgrade meeting• Bush Multisport Trust function |
| Mayor and Councillors | <ul style="list-style-type: none">• Local Government New Zealand Zone 3 meeting in Palmerston North• Three waters reforms presentation in Fielding |

12.2 Akitio/Pongaroa

12.2.1 Cr Wards is initiating contacts in Akitio/Pongaroa as Council's appointed liaison representative with those rural communities.

13. Mayoral Matters

13.1 Te Apiti-Manawatu Gorge Book Launch

13.1.1 Te Apiti-Manawatu Gorge book launch will be held on 13 December 2019 at the Central Library in Palmerston North and the next day in Woodville's Fountaine Square to coincide with the town's Christmas parade and market.

14. Items Not on the Agenda

14.1 Nil

14.2 The meeting adjourned at 2.30pm, and resumed at 2.35pm.

15. Public Excluded Items of Business

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

- *Residential land options and the Council's role for a comprehensive housing development*

- *Pahiatua water treatment plant project update*
- *Metered water charges write-off request*

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>Residential land options and the Council's role for a comprehensive housing development</i>	<i>To protect commercial and industrial negotiations</i>	<i>Section (1)(a)(i)</i>
<i>Pahiatua water treatment plant project update</i>	<i>To protect the commercial position of a third party</i>	<i>Section (1)(a)(i)</i>
<i>Metered water charges write-off request</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)(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)(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.*
- s7(2)(a) The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.*

And that Stephen Lee, Filtar Alliance Manager is permitted to remain at this meeting after the public has been excluded because of his knowledge of the Pahiatua water treatment plant project.

Crs Sutherland/Wards

Carried

15.5 ***That open meeting be resumed.***

Crs Johns/Hull

Carried

15.6 ***That the following decisions taken with the public excluded be confirmed in open meeting:***

Item 15.2 - Pahiatua Water Treatment Plant Project Update

That the revised budget of \$5,530,232 and project timeframe of August 2020 for water delivery be approved.

Item 15.4 - Metered Water Charges Write-off Request

That Council agree to remit calculated charges amounting to \$316.48 relating to invoices for water charges incurred as the result of leaks in the property's water pipelines.

Crs Johns/Wards

Carried

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 3.10pm.

Mayor



Dannevirke Community Board

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 26 Gordon Street, Dannevirke on Monday 2 December 2019 commencing at 1.00pm.

1. Present

Board Members P F Walshe (Chairperson), T J Hynes (Deputy Chairperson), W R Macdonald, K P Spooner-Taylor and Cr E L Peeti-Webber (Council appointed Community Board member).

In Attendance

Mr R Taylor - Governance Manager
Speaker in the public forum

2. Apologies

2.1 Nil

3. Declaration Required of Council Appointed Community Board Member

3.1 Council appointed Community Board member Cr E L Peeti-Webber made and attested her board member's declaration pursuant to Schedule 7 Clause 14 of the Local Government Act 2002. The Chairperson witnessed the making and attesting of the declaration.

4. Public Forum

4.1 Dannevirke Market Day

4.1.1 Suresh Patel speaking as a business owner and Dannevirke Chamber of Commerce committee member congratulated all board members from the previous term on being re-elected, and commended the Board on a job well done in arranging Dannevirke market day.

4.1.2 Mr Patel acknowledged this was a well-run event held at the right time of the year to coincide with Labour Day weekend and Hawke's Bay anniversary, thereby encouraging travellers to stop in town.

- 4.1.3 For future market days Mr Patel indicated Dannevirke Chamber of Commerce could help with promoting and marketing the event, and getting businesses to participate in greater numbers.
- 4.1.4 The possibility of the Board considering a theme for Dannevirke market day is suggested, and ensuring planning for the event provides plenty of lead-in time through advance notice to attract more stallholders.
- 4.1.5 The Board agree it will continue with arranging Dannevirke market day, and the experience from this year was a good learning curve to build on for future events.

5. Personal Matters

- 5.1 The Board's thanks are conveyed to John Phillips and the owner of the 123 plus shop for providing use of their vacant buildings in High Street on Dannevirke market day.

6. Notification of Items Not on the Agenda

- 6.1 Nil

7. Confirmation of Minutes

- 7.1 *That the minutes of the Dannevirke Community Board meeting held on 11 November 2019 (as circulated) be confirmed as a true and accurate record of the meeting.*

Hynes/Macdonald

Carried

8. Matters Arising from the Minutes

- 8.1 Nil

9. Tararua District Council Report

- 9.1 *That the report of the Tararua District Council meeting held on 27 November 2019 (as tabled) be received.*

Spooner-Taylor/Macdonald

Carried

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

10.1 Dannevirke Information Centre

- 10.1.1 Board Member Macdonald reported Dannevirke Information Centre is facing increasing costs and needs more funding to assist offset expenditure to operate the running of this facility.

- 10.1.2 The position of part-time assistant to provide back up for the Dannevirke Information Centre Manager is still vacant.
- 10.2 **Dannevirke and District A and P Association**
- 10.2.1 Board Member Macdonald reported Dannevirke and District A and P Association is progressing arrangements for its annual show held from 31 January to 2 February 2020.
- 10.3 **Dannevirke Brass Band**
- 10.3.1 Board Member Spooner-Taylor reported Dannevirke Brass Band held its Annual General Meeting, and is getting ready for their busy period playing at various events leading up to Christmas.
- 10.3.2 Dannevirke Brass Band shall be playing at the Dannevirke Christmas parade held on 7 December 2019, and will be supported by some out of town band members travelling to assist them at this event.
- 10.4 **Tararua Community Youth Services**
- 10.4.1 Board Member Hynes reported Tararua Community Youth Services is arranging holiday programmes in December and January that enable youth to participate in various activities.
- 10.4.2 Tararua Community Youth Services were delighted to receive the donation of a people mover vehicle for its use that previously was provided to Dannevirke St John by the Monty Fairbrother Trust.
- 10.5 **Dannevirke Chamber of Commerce**
- 10.5.1 Board Member Hynes reported Dannevirke Chamber of Commerce held after five's meetings at Bernie Walsh Aluminium and Glass Limited and Lammermoor Bed and Breakfast.
- 10.5.2 Float entries are still being received for this year's Mitre 10 Dannevirke Christmas parade held on 7 December 2019 at 12noon in High Street.
- 10.6 **White Ribbon Week Opening**
- 10.6.1 Board Member Hynes attended the event for the opening of White Ribbon Week held in Dannevirke.
- 10.7 **Digital Sign Installed on the Dannevirke Town Hall**
- 10.7.1 Board Member Hynes circulated a draft memorandum of understanding with Dannevirke Information Centre Incorporated for the management of the digital sign installed on the Dannevirke Town Hall.
- 10.7.2 The digital sign project funded by the Board provides a way of communication to promote community events and happenings in the district, e.g. shows in the Dannevirke Town Hall and Fountain Theatre, A and P show, Christmas parade and other activities. The sign is not to be used for commercial purposes, i.e. advertising businesses or their promotions.

- 10.7.3 The Dannevirke Information Centre Manager is responsible for updating and managing the information displayed on the sign, and the Board shall cover the costs of its maintenance and any software upgrades.
- 10.7.4 The sign operates daily between the hours of 6.00am and 11.00pm, or at any such other times agreed by the Board in consultation with Dannevirke Information Centre. This provides flexibility regarding the ability to change the signs operating hours where this is considered it may be required.
- 10.7.5 The Board will pay Dannevirke Information Centre Incorporated the sum of \$500 per annum plus GST to cover the costs of power and administration.
- 10.7.6 Payment will be made annually in advance commencing from 1 December 2019 on receiving an invoice from Dannevirke Information Centre Incorporated.
- 10.7.7 ***That the draft memorandum of understanding between the Board and Dannevirke Information Centre Incorporated for managing the digital sign installed on the Dannevirke Town Hall be ratified, and***
That the Board's Chairperson is authorised to sign this document on behalf of the Board in conjunction with a representative of Dannevirke Information Centre Incorporated.

Hynes/Macdonald

Carried

10.8 Tararua Alliance Expo

- 10.8.1 The Board convey its appreciation for the opportunity to attend the Tararua Alliance expo held as part of the elected members induction, and thank the Alliance Delivery Manager and his team for arranging this very interesting and informative event.

10.9 Dannevirke Spring Festival

- 10.9.1 Board Member Macdonald reported this year's Dannevirke Spring Festival went well, and thanks are conveyed to Dannevirke News and Bush Telegraph reporters for assisting to promote and inform the community about the programme of events arranged.

10.10 Community Walkway

- 10.10.1 Board Member Hynes reported Ernie Christison Contracting is undertaking the project to extend the community walkway down Cole Street, and it is anticipated work will commence next week.

11. Correspondence

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

***a) Dannevirke Community Patrol
Re: Thanks for annual funding grant***

12 September 2019

- | | |
|--|--------------------------|
| b) Dannevirke Lions Club Project Committee
Re: Tipapakuku Road lookout site | 24 September 2019 |
| c) Dannevirke Athletic Club
Re: Request for financial assistance to offset
Dannevirke Domain hire charges | 11 November 2019 |
| d) Dannevirke St John
Re: Request for financial assistance towards
costs of cadets educational development trip | 12 November 2019 |
| e) Dannevirke Brass Band
Re: Request for financial assistance to offset
band members travel costs | 19 November 2019 |
| f) Dannevirke and District A and P Association
Re: Request for financial assistance towards
A and P show costs | 22 November 2019 |

Hynes/Spooner-Taylor

Carried

11.2 Dannevirke Lions Club Project Committee

- 11.2.1** Board Member Hynes outlined the proposed Dannevirke Lions Club project to tidy up and enhance the lookout site on Tipapakuku Road to make this area a local destination for walkers, cyclists and motorists to enjoy the view looking across the town's geographical features with the Ruahine Range in the background.

11.3 Dannevirke Athletic Club

- 11.3.1** *That the Board grant from its discretionary funds the sum of \$171 to cover the cost of Dannevirke Athletic Club's Dannevirke Domain hire charges for the 2019/20 season.*

Macdonald/Hynes

Carried

11.4 Dannevirke St John

- 11.4.1** *That the Board grant from its discretionary funds the sum of \$1000 to Dannevirke St John as assistance towards the costs of their cadets educational development trip to Wellington Zoo and Owlcatraz held in mid-March 2020 to learn important life skills and assist with passing badge work.*

Walshe/Spooner-Taylor

Carried

11.5 **Dannevirke Brass Band**

11.5.1 *That the Board grant from its discretionary funds the sum of \$500 to Dannevirke Brass Band for providing petrol vouchers to help offset the costs of out of town band members travelling to play at the Dannevirke Christmas parade.*

Hynes/Macdonald

Carried

11.6 **Dannevirke and District A and P Association**

11.6.1 *That the Board grant from its discretionary funds the sum of \$1,800 to Dannevirke and District A and P Association as assistance towards the cost of first aid expenses relating to arranging the annual show held from 31 January to 2 February 2020 at the showgrounds.*

Macdonald/Spooner-Taylor

Carried

12. Chairperson's Remarks

12.1 **Assigned Responsibilities**

12.1.1 The following assigned responsibilities are agreed to fulfil the roles specified for the Board's term of office:

- Anzac Day community concert - Board Member Macdonald
- Anzac Day/Armistice Day wreath - Chairperson/Deputy Chairperson or their nominee
- Dannevirke market day - Chairperson and Board Member Spooner-Taylor
- Wackrow Memorial Youth Award - All board members
- Dannevirke Spring Festival - Board Member Macdonald

12.2 **Liaison with Rural Communities**

12.2.1 The Board note the appointment of Council's representatives to liaise with rural communities, and welcomes the opportunity to join them when they attend meetings with those residents and their groups in the Board's area.

13. Items Not on the Agenda

13.1 Nil

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 2.15pm.

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 Monday 9 December 2019 commencing at 10.00am.

1. Present

Board Members C C Death (Chairperson), S C McGhie (Deputy Chairperson), T M Carew, D F Clifton and Cr R A Treder (Council appointed Community Board member).

In Attendance

Mr R Taylor - Governance Manager

2. Apologies

2.1 Nil

3. Personal Matters

3.1 The passing of Fiona Elton is noted (a resident who helped establish Eketahuna youth group and community garden).

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 15 November 2019 (as circulated) be confirmed as a true and accurate record of the meeting.*

Treder/McGhie

Carried

6. Matters Arising from the Minutes

6.1 Nil

7. Tararua District Council Report

- 7.1 *That the report of the Tararua District Council meeting held on 27 November 2019 (as circulated) be received.*

Clifton/Treder

Carried

7.2 Local Community Groups Liaison Representatives

- 7.2.1 The Board will consider dates early next year to visit Alfredton and Tiraumea rural communities to liaise with residents in these areas.
- 7.2.2 The Chairperson will follow up this matter for discussion at the Board's next meeting, and the Eketahuna School principal is to be contacted.

7.3 Eketahuna Multisport Turf Upgrade

- 7.3.1 A good day was held at the courts on Alfredton Road to celebrate the upgrade of Eketahuna multisport turf.

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

8.1 Tararua Emergency Management Committee

- 8.1.1 The Chairperson reported on the Tararua Emergency Management Committee meeting held on 14 November 2019, including reference to the following matters:
- Nigel Hall from Fire and Emergency New Zealand spoke about setting up local advisory committees.
 - Victim Support need more people volunteering from the community to assist them with undertaking their role.
 - October weather events were discussed.
 - Eketahuna Civil Defence Response Group Welfare Plan is to be updated.
 - The District Resilience Manager, Chairperson and Board Member Clifton will be meeting the Eketahuna School principal to discuss their Emergency Management Plan, with a drill proposed to be arranged in term two next year.

8.2 Newman Reserve Board

- 8.2.1 Board Member Carew reported on the Newman Reserve Board Annual General Meeting held on 3 December 2019, including reference to the following matters:
- Eight people attended the meeting.
 - Support was made available to various community organisations.
 - Arrangements for maintaining the closed cemetery are being clarified.
 - Boundaries for the areas leased and planted in pine trees are being confirmed.

8.3 Eketahuna Our Town Committee

8.3.1 Board Member Carew reported on the Eketahuna Our Town Committee meeting held on 14 November 2019, including reference to the following matters:

- The lime track project is progressing, and the Lottery Grants Board has been contacted regarding applying to them for funding towards the costs involved.
- The Santa Cruise Christmas parade was very successful and well attended.
- The new flag trax system has been installed, with Christmas flags purchased to decorate the town centre.

8.3.2 The CCTV security cameras monitoring system funded by Eketahuna Our Town Committee could be enhanced through upgrading the equipment, and Board Member Carew is requested to follow up this matter for their consideration at a future meeting.

8.4 Tararua Alliance Expo

8.4.1 The Chairperson, Deputy Chairperson and Cr Treder attended the Tararua Alliance expo held at Oringi Business Park, and appreciated the opportunity to be informed about the district's roading, three waters community infrastructure, Pahiatua town centre upgrade, survey design and bridging, and managing the performance of these services they maintain and develop.

9. Correspondence

9.1 *That the correspondence as listed be received.*

(a) Loreen and Kerry Cunningham

Re: Eketahuna Camping Ground October report

Carew/McGhie

Carried

9.2 Eketahuna Camping Ground

9.2.1 The Chairperson is considering arranging New Zealand Army Tenth Transport Company to undertake a future project at the Eketahuna Camping Ground, with options for that work to be determined.

10. Connecting With the Community

10.1 The Board agree it will arrange a forum where residents can talk to board members on issues and matters of concern.

10.2 It is proposed this forum be held as follows:

- Lazy Graze Café - 1 March 2020 from 12noon to 1.00pm
- Addiction Café - 12 March 2020 from 5.30 to 6.30pm

10.3 Details of the forum arrangements will be included in the February community newsletter.

11. Abandoned/Derelict Vehicles

- 11.1 An item will be included in the community newsletter encouraging residents to take pride in the appearance of their community.
- 11.2 Abandoned/derelict vehicles detract from the image of the community, and property owners with such environmental eyesores are urged to rectify the situation through arranging for them to be crushed and removed.
- 11.3 Residents are able to report concerns regarding abandoned/derelict vehicles through making a service request, and this will be followed up by staff through the powers available to Council to deal with that issue.

12. Chairperson's Remarks

12.1 Events

- 12.1.1 The Chairperson spoke on the following events he had attended or are forthcoming:
- Santa Cruise Christmas parade
 - Carols by candlelight
 - Christmas tree in Main Street by the Kiwi
 - Pukaha Mount Bruce National Wildlife Centre function to thank its supporters

12.2 Invitations to Speak at Future Board Meetings

- 12.2.1 The following invitations are to be conveyed to speak at future Board meetings:
- Manager Strategy and District Development Peter Wimsett to provide an update on progressing installing an electric vehicle charging station in Eketahuna - 10 February 2020 meeting
 - Alliance Maintenance Supervisor Geoff Stantiall to speak on the roading programme for Eketahuna - 9 March 2020 meeting

12.3 Season's Greetings

- 12.3.1 The Chairperson extended his best wishes for a merry Christmas and enjoyable time with family over the festive season, and a happy and safe New Year.

13. Items Not on the Agenda

- 13.1 Nil

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 11.35am.

Chairperson

Minutes of the Woodville Districts' Vision meeting held in the Woodville Sports Stadium Supper Room on Tuesday 3 December 2019 commencing at 7.00pm.

PRESENT

Seona Ashton (Chair), Jane Hill (Secretary), Robin Winter (Treasurer), Brenda Barnes, Sharon Brass, Alec Devonshire, Bruce Hutton, Councillor Peter Johns, Rosita Karena, Gerard Murray, David Pretty and Rosalie Wainwright

APOLOGIES

Bruce Hutton and Kevin McIntyre

That the apologies be accepted.

P Johns/A Devonshire

Carried

MINUTES

That the November special meeting minutes be taken as read.

S Ashton/S Brass

Carried

That the November special meeting minutes be accepted as a true and accurate record.

S Brass/A Devonshire

Carried

That the November meeting minutes be taken as read.

G Murray/S Ashton

Carried

That the November meeting minutes be accepted as a true and accurate record.

S Brass/S Ashton

Carried

MATTERS ARISING

Rose Gardens: Woodville Districts' Vision has spoken to Peter Sinclair (Tararua District Council) who agreed that Council is responsible for all garden maintenance in Woodville. Woodville Districts' Vision is to write a letter of request.

CORRESPONDENCE

Outwards

The Secretary requested at the Council/Tararua Alliance Expo the Alliance provide park benches as part of the Alliance community works programme. Matt Erard asked that a letter of request go to their management team. Email sent 19/11/19 notifying the management team of Woodville Districts' Vision next meeting to discuss such request.

Inwards

26/11/19 email from Matt Erard, Tararua Alliance notifying Woodville Districts' Vision that the request to the management team had been discussed and agreed in principle.

2/12/19 email from Turia Brackenbury on behalf of Councillors Alison Franklin and Sharon Wards regarding an application for funds to support Age on the Go Tararua Expo 2020. R Winter has given an application form to Alison Franklin. All Community Boards/Community Committees in the district will be asked to contribute.

REPORTS

Treasurer

The Treasurer, R Winter presented the financial statements for November.

That the financial statements for November be accepted.

R Winter/B Barnes

Carried

That any accounts that come in over December and January be passed for payment.

S Ashton/J Hill

Carried

Council Report Councillor Peter Johns

The new Woodville Districts' Vision rules/constitution were noted at the recent Council meeting.

Water Issue: A hosing ban has been put in place as there is a problem with the Woodville water treatment plant due to its inability to keep up with demand. Councillor Peter Johns is liaising with Council regarding information about possible solutions. He will pass on results to Woodville Districts' Vision Chair.

Digital Sign

Another person is required to manage input. J Hill agreed to receive training from S Ashton for this. Also, someone at the I-site needs to be trained. The Chair thanked the IT Department of Council for their technical support.

Christmas Lights/Decorations

A Devonshire advised that all Christmas lights/decorations will be installed by the end of the week.

That a letter of thanks be sent from Woodville Districts' Vision to Scanpower for their free assistance with the Christmas lights.

A Devonshire/P Johns

Carried

The Chair gave a vote of thanks, supported by the meeting, to A Devonshire for his work in this regard.

J Hill brought in candle decorations passed on from the Salvation Army shop (who had been holding them from last year). R Winter and D Pretty are to add them to the decorations made by Joy Kopa.

Christmas Parade

This event is going to plan.

Mad Hatters Day

This was a successful day with positive feedback from train passengers. Thank you letters with donations will be sent to Radio Woodville, Dannevirke Brass Band and Dannevirke Pipe Band.

That a vote of thanks be conveyed to S Brass for her work on this event.

A Devonshire/S Ashton

Carried

Picnic in the Park

This event will be held on Sunday 23 February 2020, and Radio Woodville will do the music. S Ashton suggested a different format for the music than last year's. The local Girl Guides will help, possibly with food. Lions Club will help with games (Woodville Districts' Vision is to write a letter of request).

Request to Tararua Alliance

It was agreed that Woodville Districts' Vision would write an email of request for two bench seats concreted in the ground and sited by the playground. The Secretary is to liaise with the Alliance management team regarding details.

General Business

- An application is to come from the Bowls Club for help with their water rates.
- A Devonshire asked whether Woodville Districts' Vision can research subsidised transport for Woodville seniors/the infirm who are no longer able to drive or who don't have a car. He has contacted Horizons Regional Council which subsidises other areas, but was told there is no demand. Councillor Peter Johns explained that public passenger transport subsidies are rated services and Tararua district does not pay for subsidised public passenger transport. A Devonshire then suggested free transport on existing bus services be sought. S Ashton suggested Grey Power might be a group to get this rolling and then come back to Woodville Districts' Vision.

The meeting closed at 8.50pm.

Date of next meeting: Tuesday 4 February 2020 at 7.00pm

PAHIATUA ON TRACK INCORPORATED

Minutes of the Pahiatua On Track Incorporated meeting held in the Pahiatua Service Centre Chamber, 136 Main Street, Pahiatua on Wednesday 4th December 2019 commencing at 7.00pm.

1. Present

Committee Members: Louise Powick (Chair), Michelle Rankin (Secretary), Gerry Parker (Treasurer), Rhys Punler, Fiona Stokes, Cr Alison Franklin and Jared Brock

Members of the Public

Ann-Marie Bengston and Mrs Faye O'Reilly

2. Apologies

2.1 John Arends and Owen Garton

3. Notification of Items Not on the Agenda

3.1 Nil

4. Conflicts of Interest

4.1 Nil

5. Personal Matters

5.1 Nil

6. Confirmation of Minutes

6.1 That the minutes of the Pahiatua On Track meeting held on 6th November 2019 (as circulated) be confirmed as a true and accurate record of the meeting.

Louise/Fiona

Carried

7. Matters Arising

7.1 The Black Stump account has been adjusted to \$4860.

7.2 Christmas lights have been put up in Main Street and are looking good. Cr Alison Franklin will follow up with Council on fixing the power source light plug which is not working.

7.3 Louise has spoken to Jeanne O'Brien of Tararua Community Youth Services. They will find out in March if they have secured funding and a contract. Jeanne will get back in touch with Louise next year. Louise has asked for a master key to be cut.

8. Tararua District Council Report

8.1 That the report of the Tararua District Council meeting held on 27th November 2019 (as circulated) be received.

Jared/Gerry

Carried

9. Correspondence Inwards

- Mitre 10 account
- Regent Upstairs Cinema account for school patrol movie treat
- Sedco invoice for cherry picker
- MenzShed email

9.1 That the correspondence be received.

Michelle/Fiona

Carried

10. Financial Report Gerry Parker

10.1	C and M Transport	\$966.00
	Sedco	\$280.00
	NZME (Explore Christmas)	\$517.00
	Regent Upstairs Cinema	\$462.00
	Mitre 10 Polish footprint	\$32.31
	Warehouse Stationery	\$26.49

10.2 That the financial report be received and the accounts passed for payment.

Gerry/Jared

Carried

11. Discretionary Grants

11.1 Nil

12. Main Street Upgrade

12.1 It has been decided to go with the design from Stuart, and modifications have been made to the original design to make it certify.

13. Explore Christmas

13.1 Advertising has gone out to the community. Christmas in the square is on Saturday 7th December. Chamber of Commerce has gone ahead with the Christmas window competition. Prize money of \$500 donated by Pahiatua On Track is to be spent with a local business. Please notify it with your choice of business and the invoice will be paid directly. The cup is to be picked up from Bisset Honda and given to Shirley.

14. Betacraft Sign on Main Street

14.1 It is Council's responsibility to monitor any signs that have been put up on Main Street by a member of the public, especially if they haven't had consent. Cr Alison Franklin will ask Council about the Post Office sign that has been put up on Main Street.

15. Harvard Slide

15.1 Louise has made contact with John. Pahiatua On Track has decided to close the current slide and build a safer option. Jared will ask Brett MacDougall to board off the entrance to the slide. A sign will be made saying due to public feedback this slide is temporarily closed while a solution is being manufactured.

16. Tararua District Visitor and Walk - Cycle Strategy and Action Plan

- 16.1 Louise circulated the Tararua District Visitor and Walk - Cycle Strategy and Action Plan email. The conclusion from this report is the Bridge to the Brewery project is second on the list. Louise has suggested Pahiatua On Track put in a submission to the Long Term Plan pushing for this project to go ahead. To be able to push this with momentum Pahiatua On Track need the backing from Council.

17. Portfolio Reports

- 17.1 Nil

18. Items Not on the Agenda

- 18.1 Nil

The meeting closed at 8.32pm.

Chairperson - Louise Powick



Report

Date : 22 January 2020

To : Mayor and Councillors
Tararua District Council

From : Malcolm Thomas
Strategy and Policy Adviser

Subject : **Woodville In Focus Incorporated Proposed Sport and Recreation Hub Project**

Item No : **11.1**

1. Reason for the Report

To inform Council of any legal process and policy issues related to a development situated on the Woodville Recreation Reserve Grounds, and provide options for the Council in relation to this proposal.

2. Introduction

At the Council workshop of 11th December 2019 a presentation was made by Woodville in Focus Incorporated (WiFi) on a proposed Sport and Recreation Hub at the Woodville Recreation Reserve Grounds. This proposal grew from an initial idea to develop a skate park in Woodville.

Council was asked to support the initiative. This would allow WiFi to seek external funding to carry out further extensive community consultation and develop detailed plans for the proposed Sport and Recreation Hub.

3. Background

WiFi was tasked by Woodville Districts' Vision to explore the building of a skate park in Woodville. This has included a community survey as well as work involving local organisations and Sport Manawatu. As a result of this work the proposed project has expanded to include a number of facilities that would form a Sport and Recreation Hub.

This facility is proposed to be situated on the Woodville Recreation Reserve Grounds. At this stage the Sport and Recreation Hub would include the following activities:

- Skateboard Park
- Tennis courts (2)
- Basketball court
- Cricket nets
- Traffic Park
- Water Park
- New carpark fronting Vogel Street (State Highway 2)
- Petanque
- Toilets (added to the existing and renovated Woodville Recreation Trust buildings - the old rugby clubrooms)
- Barbecues and chess
- Pedestrian boardwalk access from Normanby Street (over open drain).

Some of these facilities are for the future, with the Traffic Park, courts and Skateboard Park the heart of the Hub.

WiFi proposed they would seek external funding from grant agencies and the new road consortium (for the new Te Ahu a Turanga- Manawatū Tararua Highway). Funding is required to undertake detailed community consultation, and to develop detailed design plans. Funding is also required for construction of the facilities.

4. Legal Considerations – the Land

The land identified is known as the Woodville Recreation Reserve Grounds, and there is a general understanding that this land is designated for recreation purposes. If the land is designated under the Reserves Act 1977 then Council is bound by a number of legal processes in order to develop the land or for any change in use.

From Council records the status of this land is actually quite different from most recreation land in the district. The land (2.13 Ha) is owned by the Council and was an endowment 'in aid of Borough funds' in 1896. The land the pool is on would have been part of this endowment and is now on a separate section of 1,518 m².



Most of Council sports fields are owned by the Crown (from late 19th century), designated Recreation Reserves and vested in Council. These are all subject to the Reserves Act 1977 processes. This includes a requirement to prepare Reserve Management Plans (RMPs - that set out the intended use and development plans), and a complex consultation process to prepare/review RMPs. Council has not prepared RMPs for the majority of its recreation reserves (an exception is the Dannevirke Domain).

While this land appears to be fee simple and not designated, the community sees it as if it is. Council rates on the basis that it is reserve land (no rates) and the rates record states Recreation Grounds and Baths. There is also a possibility that Council records are not accurate and that a designation exists, or the endowment came with specific limitations. A request has been made to Archives Central to search for any records regarding the land history.

This situation is not unique, other councils have dealt with the same legal status. Their experience suggest Council should treat the land as if it is designated Recreation Reserve; at least in terms of the consultation process.

This process involves a detailed proposal followed by submissions and cross-submissions, hearings, and then a Council decision. Normally the Department of Conservation would be involved as their input and approval is required (as the owner) as there is no RMP.

The proposal also requests Council approval to sell the existing tennis courts on Vogel Street to help fund the Sport and Recreation Hub development. This land is also fee simple owned by Council. This used to be a community tennis club that ceased to operate, and the assets transferred to Council in 2000.

Land	Address	Status and Owner	Area (Ha)	Value (RV)
Woodville Recreation Grounds	26 Vogel Street	Council – Fee Simple	2.1296	-
Tennis Courts	33 Vogel Street	Council – Fee Simple	0.1518	\$33,000 LV \$53,000 CV

5. Woodville Recreation Trust

Council has an existing agreement with Woodville Recreation Trust regarding the use and development of the existing old rugby clubrooms. This agreement includes the use of the buildings and development of the surrounding reserve areas.

The proposal includes adding new toilets to this building. Clearly the WiFi proposal would need to gain the support of Woodville Recreation Trust and align with its development plans.

6. Sports field Use

The grounds are currently only used for organised sports on a very irregular basis, but the occasional use occurs as an overflow ground by rugby clubs. Council would need to consider the future need for sports grounds in Woodville.

Woodville is seeing population growth, and demand for sports fields in general is likely to increase. Currently the only other sports fields are on the edge of town (the 'Hockey' grounds). These were also a bequest and are now used partly for soccer.

7. Funding of Facilities

Council has no proposed budgets to maintain and renew additional facilities. If there is an expectation that Council would fund the ongoing maintenance and renewal of facilities, then additional budgets would be required in the 2021 -2031 Long Term Plan. The costs of resealing extensive areas of asphalt are significant. Developing these facilities initially would be very significant.

8. Options

Council is faced with several issues before approval to WiFi to proceed should be given. These can be summarised as:

1. The status of the land and community support to change the use,
2. The lack of a Reserve Management Plan,
3. The need for a detailed business case to identify development costs and ongoing funding required,
4. Another organisation that has existing Council agreement for part of the land,
5. Future demand for sport facilities, and the lack of a needs assessment.

While legally Council may be able to proceed immediately with development (if it wished to) this is likely to result in community opposition to change.

Developing a Reserve Management Plan equivalent type plan with community input that mirrors the Reserves Act 1977 process would ensure Council acted in the spirit of the accepted use of the land. This could include the other reserve lands in Woodville and the existing tennis courts. In effect Council could develop a Woodville Reserve Management Plan that included a needs assessment for future use of the available land. An issue with this is the current lack of resource for Council to lead this process. Council staff also see a need to prepare/review a Recreation Strategy for the district followed by the development of Reserve Management Plans for all reserve land in the district. This would require additional resources and at least a year, and is not currently included in the draft 2020/2021 budgets.

If Council supports the WiFi proposal without considering the above issues there is a risk that:

- Council might need to purchase more land in the future for sports fields,
- Significant maintenance and renewal costs could fall on Council,
- Local community organisations have competing views on the use of the land.

The WiFi proposal seeks Council support so that extensive consultation can take place. This can be undertaken in a manner that works with Council to consider the longer term issues, and in a form that mirrors the Reserves Act 1977 requirements.

9. Significance Assessment

This matter has the potential to be significant depending on the decision of Council in relation to WiFi's proposal, and as outlined may trigger the need for consultation in respect of the process to progress the proposed project presented for consideration.

10. Conclusion

As detailed in this report there are a number of considerations Council need to take into account relative to any future plans for a development of the type proposed, and the associated issues involved. The following recommendations are made having regard to these matters.

11. Recommendation

11.1 *That the report from the Strategy and Policy Adviser dated 22 January 2020 concerning the Woodville In Focus Incorporated proposed Sport and Recreation Hub project at Woodville Recreation Reserve Grounds (as circulated) be received, and*

11.2 *That Council support Woodville In Focus Incorporated undertaking further investigation to progress their concept to develop a Sport and Recreation Hub on the Woodville Recreation Reserve Grounds, noting further information is necessary before a decision can be made on this matter, and*

11.3 *That with regard to the level of detail required to plan for this project and the long-term needs for future recreational facilities development in the district Woodville In Focus Incorporated be advised to progress their proposal the following information is required:*

- An assessment is carried out on the future demand for community recreation land, including consultation and input from the sporting clubs and Woodville Districts' Vision as the Community Committee recognised by Council to assist in the facilitation of such dialogue in Woodville.*
- A business case is prepared that details the costs of development, the funding sources and future maintenance and renewal costs.*
- The agreement of Woodville Recreation Trust is obtained on the proposed use of the Woodville Recreation Reserve Grounds that surround the old rugby clubrooms occupied by them as situated on this land.*
- Council would need to consider the development of a Reserves Management Plan that follows the provisions of the Reserves Act 1977, and*

That Council note the development of a Reserve Management Plan to use the Woodville Recreation Reserve Grounds land as proposed for the location of a Sport and Recreation Hub is not a project currently included in existing works programmes, and any such work should also include all other reserves land in Woodville and the existing tennis court, and

That the project proposed to work jointly with Woodville In Focus Incorporated in conjunction with Woodville Districts' Vision is best considered through the 2021/2031 Long Term Plan process, and they be asked to make further background information available as outlined above to assist Council to consider their proposal and planning for the future needs in developing recreational facilities within the district.

Attachments

Nil.

Report

Date : 22 January 2020

To : Mayor and Councillors
Tararua District Council

From : Richard Taylor
Governance Manager

Subject : **Triennial Agreement for the Manawatu-Whanganui Region**

Item No : **11.2**

1. Reason for the Report

- 1.1 The Horizons Regional Council's Triennial Agreement between the local authorities of the region is presented to Council for its acceptance.
- 1.2 Council is required along with all other councils in the Manawatu-Whanganui Region to sign this document that applies for the duration of this term of office (unless otherwise subsequently amended by joint agreement).

2. Background

- 2.1 Section 15 of the Local Government Act 2002 requires all local authorities within the Manawatu-Whanganui Region to enter into an agreement to establish the protocols for communication and coordination between the local authorities.
- 2.2 That agreement is effective from 1 March 2020 until it either is amended by the agreement of all parties, or is renewed following the 2022 local authority elections and before 1 March 2023.
- 2.3 The draft document is attached to this report, and follows the format of previous Triennial Agreements with the following changes noted from the 2016 copy signed by Council:
 - Clause C Regional Co-operation is updated in part 2 to provide details in this triennium regarding intended areas of regional focus, being:

1. Climate change response - Councils have signed a Memorandum of Understanding (which is attached to the Triennial Agreement) and are developing a region wide action plan;

2. Sustainable regional growth and prosperity (e.g. through Accelerate25), collaboration between councils and across economic development agencies;

3. Three waters policy and services with the initial focus on drinking water.

- Clause G Consultation in Relation to Resource Management Policy and Plans has been updated with a minor change to reflect the intent of the requirement in Schedule 1 Clause 3A(1) of the Resource Management Act 1991.

- Appendix Two Collaboration and Co-operation for Regional Economic Development has been updated to include the works proposed for this triennium, being to work collaboratively to implement the opportunities identified in the Manawatu-Whanganui Economic Action Plan under Accelerate25, and may include:

1. Providing feedback on implementation from the Regional Chiefs to the Accelerate25 Lead Team.

2. Engaging both governance and staff in supporting implementation of actions arising from the Regional Economic Action Plan.

3. Working with iwi, business leaders and economic development agencies to aid implementation of the Regional Economic Action Plan.

4. Progressing actions from the Regional Economic Action Plan.

- 2.4 These changes reflect the current situation with regional cooperation and requirements of the Resource Management Act in relation to regional policy and plans.

3. Significance Assessment

- 3.1 The matter of endorsing the Triennial Agreement is not considered to be significant with regard to the Council's policy on significance and engagement.

- 3.2 It involves making a decision on a statutory document to provide the basis that the region's councils will work together in good faith for the good governance of their communities and the region, and to provide guidance to their representatives on how this will be achieved.

4. Consultation

- 4.1 The acceptance of the draft document requires each council's Mayor within the region to sign the Triennial Agreement.
- 4.2 As such, it has been circulated to each of the respective councils involved for their approval.

5. Conclusion

- 5.1 It is recommended that Council accept the draft Triennial Agreement as circulated with this report and authorise the Mayor to sign this document on its behalf.

6. Recommendation

- 6.1 *That the report from the Governance Manager dated 22 January 2020 concerning the Triennial Agreement for the Manawatu-Whanganui Region (as circulated) be received, and*
- 6.2 *That the Mayor is authorised to sign this document on the Council's behalf to confirm its acceptance of the draft Triennial Agreement dated March 2020.*

Attachments

- 1 [!\[\]\(00454fbbe8db418db0de5eebfa916a08_img.jpg\)](#). Draft Triennial Agreement



DRAFT Triennial Agreement for the Manawatū-Whanganui Region

March 2020

MANAWATŪ-WHANGANUI REGION

TRIENNIAL AGREEMENT

PURPOSE

This Triennial Agreement (Agreement) is established under section 15 of the Local Government Act 2002 (LGA) (but also has relationships with sections 14 and 16). The purpose of this Agreement is to give effect to the principles of local government through the establishment of protocols for communication and coordination between the local authorities of the Manawātū-Whanganui Region. The Agreement gives particular effect to the promotion of desired community and local authority outcomes and objectives in such a way as to achieve sustainable development and promote the interests of the Region's communities. The Agreement also establishes the process for consultation on proposals for new Regional Council activities.

The Agreement is effective from 1 March 2020 until such time as the Agreement is either amended by the agreement of all parties or is renewed following the 2022 local authority elections and before 1 March 2023.

PARTIES

The signatories to this agreement are:

Principal Signatories:

(those local authorities whose boundaries are completely or primarily encompassed within the Manawātū-Whanganui Region and who primarily identify with that Region).

1. *Horizons Regional Council (Manawātū-Whanganui Regional Council)*
2. *Horowhenua District Council*
3. *Manawatu District Council*
4. *Palmerston North City Council*
5. *Rangitikei District Council*
6. *Ruapehu District Council*
7. *Tararua District Council*
8. *Whanganui District Council*

Non-primary Signatories:

(those local authorities whose boundaries bisect the Manawātū-Whanganui Region but whose principal identification is with another Region).

1. *Taupo District Council*
2. *Waitomo District Council*
3. *Stratford District Council*

This Triennial Agreement is binding on all local authorities of the Manawātū-Whanganui Region. It is recognised that for Non-primary Signatories, the degree of involvement in the actions required under "B. Communication and Coordination" and "D. Form" will be in proportion to the degree to which these parties are affected by decisions, issues, proposals or other matters, as determined by the Non-primary Signatories.

AGREEMENT

A. General

Signatories to this Agreement agree to work together in good faith for the good governance of their localities and the Region.

Signatories to this Agreement recognise that:

- The communities within the Region are diverse and encompass a range of desired outcomes and objectives.
- Collaboration and cooperation between local authorities of the Region can more effectively promote social, economic, and cultural interests of communities in the Region, and maintenance and enhancement of the Region's environment.
- Collaboration and cooperation between local authorities of the Region can bring efficiencies in terms of planning, administration costs and consideration of decision-making and consultation requirements, increases available resources and promotes cooperative approaches in taking strategic judgements about the allocation of resources.
- Although collaboration and cooperation are outcomes that should be strived for, each local authority has the legislative mandate to govern their own area as appropriate.
- Collaboration and cooperation between local authorities of the Region can more effectively grow the region's economy for the benefit of its communities.

B. Communication and Coordination

Signatories to this agreement will:

1. Hold a meeting of Mayors, regional Chairperson and their Chief Executive Officers every six months to review the performance of the Agreement as outlined under section D(1) of this Agreement;
2. Work together to develop a common process for promoting or achieving priorities and community outcomes, and making efficient use of resources, in accordance with section 14(e) LGA;
3. Develop joint approaches as required.
4. Provide for early notification (through the appropriate council or officer forum) of, and participation in, decisions that may affect other local authorities in the Region in accordance with the requirements of sections 77-89 LGA (decision-making and consultation). This will include distribution of draft documentation of major policy discussions and the development of consultation policies;
5. Apply a 'no surprises' policy whereby early notice will be given over disagreements between local authorities concerning policy or programmes before critical public announcements are made;
6. Use existing structures to pursue greater collaboration within the Region (refer to Appendix One);
7. Consider joint community consultation for issues affecting more than one authority.

8. Provide opportunities for other local authorities, whether party to this agreement or not, to work jointly on the development of strategies and plans for the achievement of identified outcomes and priorities.
9. Work together to achieve regional economic growth and development (refer to Appendix Two).

C. Regional Co-operation

1. The parties note that there is value, in the appropriate circumstances, in working together to take a regional approach to issues and opportunities of mutual benefit.
2. In this triennium the parties note that areas of regional focus include:
 - i. Climate change response – Councils have signed an MoU (attached) and are developing a region wide action plan;
 - ii. Sustainable regional growth and prosperity (eg. through Accelerate25, collaboration between councils and across EDAs;
 - iii. Three waters policy and services with the initial focus on drinking water.
3. Other areas of regional focus may arise during the triennium and will be considered by mutual agreement including any matters relevant to section 15(2)(c) LGA.
4. The parties are committed to ongoing and open discussions about how they best work together to develop opportunities that are regionally as well as locally significant.

D. Proposals for New Regional Council Activities

1. New Activities

New activities for Horizons Regional Council may be proposed either by the Regional Council itself or by one or more constituent territorial authorities when they see an opportunity for the Regional Council to pick up new activities. The process for consultation on proposals for such activities shall be as follows:

- a. The affected parties agree to discuss the issues involved at one or more of the existing forums, and to provide early drafts of proposals to affected councils for early comment in accordance with the requirements of sections 77-89 LGA (decision-making and consultation).
- b. The Regional Council will inform all territorial authorities within the Region of:
 - the nature of the activity proposed to be undertaken;
 - the scope of the proposal (including size, districts covered and why); and
 - the reasons for the proposal.
- c. Territorial authorities will be given a reasonable period of time, but no less than 40 working days, to respond to any such proposal. The Regional Council agrees to fully consider any submissions and representations on the proposal made by territorial authorities within the Region.

- d. Final decisions (including considerations leading to the specific decision) will be communicated to the next available Regional Chiefs' meeting.

2. Significant New Activities proposed by Horizons Regional Council

If the Regional Council or a Regional Council controlled organisation proposes to undertake a significant new activity, and these activities are already undertaken or proposed to be undertaken by one or more territorial authorities within the Region, section 16 of the LGA will apply.

However, in the spirit of this agreement, the parties agree to an expanded consultation and communication process. The parties agree to discuss the issues involved at one or more of the existing forums, and to provide early drafts of proposals to affected councils for early comment in accordance with the requirements of sections 77-89 LGA (decision-making and consultation).

The parties also agree that prior to implementing the formal provisions of section 16 (2 and 3):

- a. The Regional Council will inform all territorial authorities within the Region of:
 - the nature of the activity proposed to be undertaken;
 - the scope of the proposal (including size, districts covered, and why); and
 - the reasons for the proposal.
- b. Territorial authorities will be given a reasonable period of time, but no less than 40 working days, to respond to any such proposal. The Regional Council agrees to fully consider any submissions and representations on the proposal made by territorial authorities within the Region.

Should the mediation processes outlined in section 16(4) be initiated, the parties agree to the following process. If no agreement on a mediator is forthcoming a mediator will be appointed by the president of the Manawatu District Law Society. If mediation is unsuccessful, any of the local authorities affected may ask the Minister of Local Government to make a binding decision on the proposal. The cost of mediation will be met equally by the parties that have agreed to the mediation.

E. Form

Consultation in relation to this agreement will take one or more of the following forms:

1. A meeting of Mayors, regional Chairperson and their Chief Executive Officers will occur at least once every six months to review the performance of the agreement and discuss outstanding issues. This meeting will occur as part of the regular Regional Chiefs' meetings and minutes of the review discussions will be distributed to each council within the Region. This does not preclude meetings being coordinated by councils on request. All public communications from these meetings shall be approved by all participants prior to their release.

2. Existing regional and sub-regional forums, such as Regional Chiefs' meeting.
3. Meetings between councils and meetings between staff as necessary to achieve communication and coordination on issues identified in the Agreement.
4. An annual report (July to June) provided to all interested local authority members within the Region at the Regional Chiefs' meeting scheduled during or about September each year.

F. Agreement to Review

The parties agree to review the terms of this Agreement within 40 working days of a request by one of the parties being made in writing to the local authority with delegated responsibility to service the Agreement. Such a request will be accompanied by a Statement of Proposal including outcomes sought and reasons for the proposal, and engage all affected parties in consultation.

G. Consultation in Relation to Resource Management Act 1991 (RMA) Policy and Plans

The following consultation process will apply to the preparation of a new, or change, variation, or review of an existing, Regional Policy Statement, regional plan or district plan by a local authority in the Region:

1. The Regional Council will seek the input of territorial authorities, and vice-versa, for the preparation or review of the Regional Policy Statement, or regional or district plan.
2. For the Regional Policy Statement or a regional plan, the Regional Council will make the draft version available to all territorial authorities in the Region for discussion and development.
3. The parties to this agreement acknowledge their obligation to act in accordance with the principles of consultation set out in Section 82 LGA.

H. Resolving Disagreement

In the event of a disagreement over the actions taken to give effect to this agreement that cannot be successfully resolved by affected parties, the parties agree to refer the issue of disagreement to mediation.

I. Servicing

Signatories agree that responsibility for servicing this agreement shall be carried out by Horizons Regional Council. Servicing involves:

- Providing those secretarial services required; and
- Acting as a media and communications contact (including the provision of information to the public on request) in relation to matters covered in the Agreement on a case by case basis and in a format agreed by affected parties.

J. Statutory Requirements

This document is deemed to duly constitute fulfilment of section 14e, 15 and 16 of the LGA, and Schedule 1 Clause 3A(1) of the RMA.

Section 15 of the LGA requires that:

1. Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement containing protocols for communication and coordination among them during the period until the next triennial general election of members.
2. Each agreement must include a statement of the process for consultation on proposals for new Regional Council activities.
3. After the date specified in subsection (1), but before the next triennial general election of members, all local authorities within each region may meet and agree to amendments to the protocols.
4. An agreement remains in force until replaced by another agreement.

In addition, other sections of the Act also require collaboration:

Section 14(e)

1. A local authority should collaborate and cooperate with other local authorities and bodies as it considers appropriate to promote or achieve its priorities and desired outcomes, and make efficient use of resources.

Section 16 – (summarised)

1. If a Regional Council, or a Regional Council-controlled organisation, proposes to undertake a significant new activity, the Regional Council must advise all the territorial authorities within its Region and the Minister of Local Government of the proposal, include it in the draft Long Term Plan, and go through mediation if agreement is not reached.

Schedule 1 Clause 3A(1) of the RMA requires that:

A triennial agreement entered into under section 15(1) of the LGA must include an agreement on the consultation process to be used by the affected local authorities in the course of—

- (a) preparing a proposed policy statement or a variation to a proposed policy statement; and
- (b) preparing a change to a policy statement; and
- (c) reviewing a policy statement.

AUTHORITY

This Agreement is signed by the following on behalf of their respective authorities.

Council	Signature
Horizons Regional Council	Rachel Keedwell Chairperson Date: _____
Horowhenua District Council	Bernie Wanden Mayor Date: _____
Manawatu District Council	Helen Worboys Mayor Date: _____
Palmerston North City Council	Grant Smith Mayor Date: _____
Rangitikei District Council	Andy Watson Mayor Date: _____
Ruapehu District Council	Don Cameron Mayor Date: _____
Stratford District Council	Neil Volzke Mayor Date: _____
Tararua District Council	Tracey Collis Mayor Date: _____
Taupo District Council	David Trewavas Mayor Date: _____
Waitomo District Council	Brian Hanna Mayor Date: _____
Whanganui District Council	Hamish McDouall Mayor Date: _____

APPENDIX ONE

Existing structures that promote communication and collaboration include, but are not limited to:

Forum	Members	Comments
Regional Chiefs	<i>Horizons RC Horowhenua DC Manawatu DC Palmerston North CC Rangitikei DC Ruapehu DC Taranaki DC Whanganui DC</i>	
SOLGM – Society of Local Government Managers		
LGNZ Zone and sector meetings		
LAPRN Local Authorities Public Relations Network	Public Relations/ Communications practitioners from Manawātū-Whanganui Region	
	Planners from local authorities in Manawātū-Whanganui Region	COGS meetings coordinate with Regional Chiefs meeting dates.
	Meeting of revenue and rating managers from Manawātū-Whanganui Region	
	Meeting of electoral officers from Councils in this Region	
IPWEA (Institute of Public Works Engineering Australasia)		http://www.ipwea.asn.au/
Civil Defence and Emergency Management Group		
ALGIM – Association of Local Government Information Management		Mission is to provide leadership to Local Government in Information Management and Information Processes. http://www.algim.org.nz/
MW LASS Ltd – Manawātū-Whanganui Local Authority Shared Services Limited	<i>Horizons RC Horowhenua DC Manawatu DC Rangitikei DC Ruapehu DC</i>	

Forum	Members	Comments
	<i>Tararua DC</i> <i>Whanganui DC</i>	
Manawatu District and Palmerston North City Joint Strategic Planning Committee	<i>Manawatu DC</i> <i>Palmerston North CC</i>	

APPENDIX TWO

Collaboration and Co-operation for Regional Economic Development

The purpose of this Appendix is to describe how the district, city and regional councils (the Councils) in the Horizons (Manawātū-Whanganui) region will work together to achieve economic growth and development.

This Appendix is a demonstration of the Councils' shared vision which is

To work collaboratively to grow the region's economy for the benefit of its communities.

The agreement

Notwithstanding the requirements of Sections 16 and 77-89 of the LGA, the parties agree:

- To use the Regional Chiefs Forum as a mechanism to formally discuss any issue relating to Economic Development.
- To work collaboratively to enhance opportunities for growth and development in the region.
- That the principle of a regional approach benefits all parties.
- To communicate openly about opportunities for growth whilst respecting commercial confidentiality.
- To make economic growth and development a priority and a standing item at their regular meetings, termed 'Meetings of the Regional Chiefs'.
- To review proposed works on an annual basis. Additional items may be added to this Appendix at any stage with the agreement of all parties.

Works proposed this triennium

In this triennium the parties will work collaboratively to implement the opportunities identified in the Manawātū-Whanganui Economic Action Plan under Accelerate25.

The work may include:

- Providing feedback on implementation from the Regional Chiefs to the Accelerate25 Lead Team.
- Engaging both governance and staff in supporting implementation of actions arising from the Regional Economic Action Plan.
- Working with iwi, business leaders and economic development agencies to aid implementation of the Regional Economic Action Plan.
- Progressing actions from the Regional Economic Action Plan.

Memorandum of Understanding

Working together to adapt to climate change

Our councils recognise the urgent need to address the challenge presented by climate change. We acknowledge that action is needed now to avoid its worst effects and achieve a just transition to a resilient, sustainable future. It is a matter of great significance to the communities our councils serve.

We believe local government has an important role to play in helping communities in the region adapt to a changing climate. We see this as the most significant area of work for local government. We also have a role in helping to mitigate climate change by making our contribution to reducing the causes of climate change.

The purpose of this MoU is to enshrine a collaborative approach across the Horizons region with a focus on how we work to adapt to a changing climate

As a group of Councils working on climate change we undertake to:

- collaborate across our organisations on action to build organisational, community and regional resilience in the face of a changing climate;
- collaborate across our organisations to take action to mitigate the effects of climate change;
- Collaborate and communicate within our organisations and our communities, openly sharing how our community can transition to a sustainable future and a significantly lower contribution to the causes of climate change;
- Place priority on developing strategies to address climate change;
- communicate openly, sharing what we know about likely effects and response options;
- engage and involve our communities in decisions that affect them;
- give effect to our engagement responsibilities with iwi and hapū in our areas of responsibility and arrangements detailed in Treaty of Waitangi Settlements;
- report regularly on work going on to address climate change adaptation and mitigation across the region;
- support each other with skills and knowledge from our respective organisations;
- work collectively as a region to engage with central Government.

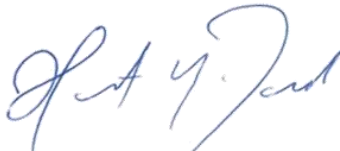
Our councils are signatories to the Local Government Declaration on Climate Change. The forthcoming Triennial Agreement is an opportunity to consider further cooperation in response to climate change. We will seek agreement from our respective Councils to include the content of this MoU in the next triennial agreement.

Signed on 3/9/19 by

Mayor of Ruapehu District Council



Mayor of Whanganui District Council



Mayor of Rangitikei District Council



Mayor of Manawatu District Council



Mayor of Palmerston North City Council



Mayor of Tararua District Council



Mayor of Horowhenua District Council



Chair of Horizons Regional Council



Report

Date : 22 January 2020

To : Mayor and Councillors
Tararua District Council

From : Richard Taylor
Governance Manager

Subject : **Policy on Elected Members Allowances and the Recovery of Expenses**

Item No : **11.3**

1. Reason for the Report

- 1.1 To consider amending Council's policy on elected members allowances and the recovery of expenses to include the option of paying a childcare allowance when a member is engaged on local authority business.

2. Background

- 2.1 The Remuneration Authority is responsible for determining the remuneration of all local authority elected members within New Zealand.
- 2.2 At the Council's previous meeting a report was received on Councillors remuneration following the 2019 election, with recommendations agreed in terms of the proposed allocation of the remuneration pool.
- 2.3 Those details have been sent to the Remuneration Authority for consideration to be included in its amending determination, with the anticipated timeline to complete that process being by late February/early March 2020.
- 2.4 Council also resolved that a further report be presented to consider amending its allowances and expenses policy to include the option of paying a childcare allowance as a contribution towards an elected members expenses incurred for childcare while the member is engaged on local authority business.
- 2.5 This report has been prepared in response to that decision through presenting such a proposal that takes into account the provisions determined by the Remuneration Authority for the payment of a childcare allowance.

3. Remuneration Authority Direction on the Payment of a Childcare Allowance

3.1 The Remuneration Authority Local Government Members (2019/20) Determination 2019 includes provisions regarding the payment of a childcare allowance, and these are as follows.

3.2 A local authority may pay a childcare allowance in accordance with the below clauses to a local government elected member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.

3.3 A member is eligible to be paid a childcare allowance in respect of childcare provided for a child only if:

(a) the member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and

(b) the child is aged under 14 years of age; and

(c) the childcare is provided by a person who is not a family member and does not ordinarily reside with the member; and

(d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.

3.4 A local authority must not pay childcare allowances to a member that total more than \$6,000 per annum per child.

3.5 In this regulation, a family member of the local government elected member means:

(a) a spouse, civil union partner, or de facto partner;

(b) a relative, that is, another person connected with the member within 2 degrees of a relationship, whether by blood relationship or by adoption.

3.6 The above direction provided by the Remuneration Authority has been used as the basis of the amendment to Council's policy on elected members allowances and the recovery of expenses through providing the option for the payment of a childcare allowance.

4. Significance Assessment

4.1 Council has the discretion to make the decision concerning the matter that is the subject of this report which is not considered to be significant with regard to the significance and engagement policy.

- 4.2 Any decision concerning that matter must not be inconsistent with the direction provided by the Remuneration Authority in its determination relating to the payment of allowances to elected members.

5. Conclusion

- 5.1 The attached draft amended elected members allowances and recovery of expenses policy is presented for the Council's consideration, and it has the discretion to decide whether to approve that policy either by including or excluding the option of a childcare allowance.

6. Recommendation

- 6.1 *That the report from the Governance Manager dated 22 January 2020 concerning the Policy on Elected Members Allowances and the Recovery of Expenses (as circulated) be received, and*
- 6.2 *That the draft policy attached to this report which amends the existing policy to include the option of paying an allowance to a Councillor towards childcare expenses incurred while the member is engaged on local authority business be approved (subject to any changes it may require), and*
- 6.3 *That the basis of this provision is in accordance with the direction provided by the Remuneration Authority as detailed in its gazetted determination for the payment of local government elected members remuneration and allowances.*

Attachments

- 1  Policy Elected Members Allowances

Policy on Elected Members Allowances and the Recovery of Expenses

Effective from 22 October 2019

Introduction

This policy sets out rules on the claiming of expenses by elected members and the resources that will be available to them during their term of office.

The contact person for queries is Richard Taylor, Governance Manager, email richard.taylor@tararua.govt.nz, phone 06 374 4080.

Documentation of Policies

The contents of this policy forms the basis of the document, and it includes details of the procedures established for the payment of such allowances and expenses.

It applies to the elected members of the Tararua District Council, Dannevirke Community Board and the Eketahuna Community Board.

Authentication of Expense Reimbursements and Allowances

From time to time elected members incur expenses on the Council's/Community Board's behalf, which need to be reimbursed. This reimbursement and the use of supplied resources apply only to elected members personally, and only while they are acting in their official capacity.

Costs for expenses must have a justifiable business purpose, be moderate and conservative having regard to the circumstances, and be appropriate in all respects. Transparency is achieved through disclosure in the Annual Report setting out the remuneration and value of other non-financial benefits received by, or payable to the Mayor, Councillors and Community Board members. This information is subject to scrutiny by Audit New Zealand.

The process for reimbursement of claims includes the following principles:

- Any expenses to be reimbursed must be on an actual and reasonable basis and in line with Council policy
- Expense claims are approved by the Governance Manager, and full original receipts are required
- Expense reimbursements will be made via the creditors payment system

In the case of one-off expenditure such as travel to conferences, the process and prior approvals required are detailed in this policy.

In the case of vehicle mileage, travel time, communications and childcare allowances all limits set in this document do not exceed those provided in the Remuneration Authority's Determination.

Council's internal audit work programme includes sampling expense claims and allowances paid to elected members and staff.

All expenditure that falls under this policy is approved on the condition that it can be met within relevant budget provisions.

Attendance at conferences/seminars/training programmes by elected members is fully paid by the Council, and its purpose must contribute to their development, knowledge and abilities to carry out the responsibilities and workloads relating to their positions of office.

Definitions

"Actual" means as evidenced by the original receipt attached to the claim form.

"Reasonable" means that it is within the amount specified by this policy or as deemed reasonable by the Mayor/Board Chairperson and/or Chief Executive.

"Council/Community Board business" includes: formal council and community board meetings, committee meetings, workshops, portfolio and appointed roles, conferences, seminars, statutory hearings, training courses, tours, site visits, meetings with staff, meetings with organisations and community groups, meetings with members of the public. It does not include events where the primary focus is on social activity.

"Remuneration Authority" is an independent body established by the Remuneration Authority Act 1977, with responsibilities under the Local Government Act 2002 to determine remuneration and allowance rules for local authority members.

Allowances and Expenses of Elected Members

Mayor

The Mayor will be provided with a vehicle that will also be available for his/her private use. A deduction will be made from his/her salary as determined by the Remuneration Authority relative to the value of the personal benefit received, and the Mayor cannot claim for vehicle mileage.

A mobile phone is made available for the Mayor's use, with full payment of the rental and associated call charges paid by the Council.

The Mayor holds a credit card to pay directly any expenses incurred while carrying out Council business. Full receipts and details of all such expenditure are verified by the Mayor and accounted for through the Chief Executive's office, with segregation of duties to approve the Mayor's credit card expenses being through the Audit and Risk Committee Chairperson who is an external appointee.

Vehicle Mileage Allowance - Councillors and Community Board Members

All elected members (except the Mayor) are entitled to claim a vehicle mileage allowance in the form of a per kilometre rate to offset the cost of running the member's own vehicle in the following circumstances:

1. When travelling in the course of any business of the Council/Community Board relative to the elected members position, and as generally detailed within the definitions section of this policy;
2. When travelling on Council/Community Board business in order that the member may make himself or herself more familiar with the business of the Council/Community Board;
3. All such travel must be made by the most direct route reasonable in the circumstances;
4. Mileage will be paid at the maximum rate per kilometre as set out in the current Remuneration Authority Determination;
5. The maximum vehicle mileage allowance payable to any elected member in a financial year shall be determined in accordance with the guidelines of the Remuneration Authority;

Such travel involves travelling within the district, the region and outside of the district on official business in other towns and cities;

6. This includes the threshold distances travelled by an elected member in a financial year relative to payment of the amount per kilometre of eligible travel able to be claimed by way of a vehicle mileage allowance;
7. All such claims from elected members for the payment of vehicle mileage allowances shall be submitted in writing to the Chief Executive's nominated officer for processing in accordance with this policy.

Travel Time Allowance - Councillors and Community Board Members

1. All elected members (except the Mayor who is recognised as being a full time member) are entitled to claim a travel time allowance for travel by the member to and from the member's residence in undertaking their duties and responsibilities;

2. Such travel must be carried out by the quickest form of transport reasonable in the circumstances;
3. The threshold applicable to this allowance is when the travel time for that day exceeds one hour, and this shall be payable in accordance with the guidelines of the Remuneration Authority;
4. The allowance per hours of travel time shall be set at an amount of \$37.50 per hour;
5. All such claims from elected members for the payment of travel time allowances shall be submitted in writing to the Chief Executive's nominated officer for processing in accordance with this policy and the Remuneration Authority Local Government Members Determination.

Communications Equipment - Mayor and Councillors

1. The Mayor and Councillors will be provided with a tablet computer;
2. Full support is provided for the Council's business, and the Council shall pay all of the associated costs;
3. All Councillors that provide their own mobile phone for use on Council business will receive an annual allowance of \$150;
4. In addition to the payment detailed in clause 3 above, all Councillors will also be provided with an annual allowance of \$400 towards Council generated calls, text and data received through their mobile phone.

Childcare Allowance - Councillors

1. Councillors may be paid a childcare allowance as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business;
2. A member is eligible to be paid a childcare allowance in respect of childcare provided for a child only if:
 - (a) the member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and
 - (b) the child is aged under 14 years of age; and
 - (c) the childcare is provided by a person who is not a family member of the Council member and does not ordinarily reside with the member, and

(d) the member provides evidence to the Council of the amount paid for childcare in the form of a copy of invoices for the costs incurred;

3. Subject to fulfilling the above criteria payment of this allowance will be made to fully reimburse eligible costs incurred by the member for childcare, with the maximum allowances in any financial year able to be received to total no more than \$6,000 per annum, per child;
4. In this policy, family member of the Council member means:
 - (a) a spouse, civil union partner, or de facto partner;
 - (b) a relative, that is, another person connected with the member within two degrees of a relationship, whether by blood relationship or by adoption.

Expenses - Mayor, Councillors and Community Board Members

1. An elected member may be reimbursed for expenses incurred so long as the reimbursement is in line with Council policy and on an actual and reasonable basis;
2. The general types of expenses that may be paid or reimbursed to elected members include accommodation, food, travel and parking fees;
3. Such costs may be claimed by an elected member if they are required to travel long distances (in excess of 100kms) to a meeting or event and it is not practicable to return home on the same day. This applies particularly if meetings are being held at the same venue on consecutive days;
4. As the Council has negotiated corporate rates with accommodation providers in various towns and cities such accommodation requirements will generally be arranged through the Chief Executive's office by the staff member nominated for this purpose;
5. Costs such as laundry, alcohol or mini-bar, newspapers etc. will not be refunded;
6. Elected members who choose to make their own arrangements or stay privately will be reimbursed for receipted actual expenses, provided such costs do not exceed those that would have been incurred through accommodation providers referred to in clause 4 above;
7. All air travel bookings shall be made through the Chief Executive's office by the staff member nominated for this purpose, and will be by economy class except where exceptional circumstances arise;

8. The Council shall extend to the partners of the Council's and Community Board's accredited representatives at the New Zealand Local Government Conference and the Community Boards National Conference an invitation to this event, and the associated costs shall be paid by the Council;
9. Any claims for expenses of the nature as outlined in this policy shall be submitted in writing by the elected member to the Chief Executive's nominated officer for processing and approval by the Chief Executive or their nominee, and must include a receipt from the supplier of the service setting out the details and the amount of the actual costs incurred;
10. From time to time the Mayor, Councillors and Community Board members may have unforeseen costs arise for general items related to community events. Such expenditure will be reimbursed on an actual and reasonable basis, and claims must be submitted in writing for approval through the Chief Executive's office. These items should be appropriate to the occasion and the expenditure should be moderate and conservative and able to be funded within available budgets provided to cover such costs.

Report

Date : 22 January 2020

To : Mayor and Councillors
Tararua District Council

From : Hamish Featonby
Asset Manager

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

Item No : **11.4**

1. Reason for the Report

- 1.1 Dannevirke Car Club has made application for road closures on Saturday 22 February 2020. 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. Police have indicated they have no concerns. No public objections have been received in response to advertising placed in the Bush Telegraph on Monday 9 December 2019.

2. Recommendation

That the report from the Alliance Asset Manager dated 22 January 2020 concerning a road closures application under the Tenth Schedule of the Local Government Act 1974 (as circulated) be received, and

That pursuant to Section 342 (1) (b) and the Tenth Schedule of the Local Government Act 1974, Council closes the following roads for the purpose of allowing Dannevirke Car Club to hold a motorsport event.

Road name: Pahaheke Road

Date of closure: Saturday 22 February 2020

Period of closure: 9.00am to 5.00pm

Road name: Waituna Road

Date of closure: Saturday 22 February 2020

Period of closure: 9.00am to 5.00pm

Conditions Applied to the Granting of these Road Closures

- 2.1 That 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.***
- 2.2 That if Tararua Alliance identify any road or roads as being in an unsuitable condition arising from this assessment then they have the discretion to request the organiser to withdraw such road from the route of this event.***
- 2.3 That shortly after the event has been held 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 Council incur any additional maintenance costs as a consequence of the event then those expenses shall be recovered from the event organiser.

Attachments

- 1  Application for Temporary Road Closure - Dannevirke Car Club



APPLICATION FOR TEMPORARY ROAD CLOSURE

To Tararua Alliance
P O Box 7
DANNEVIRKE 4942

Phone (06) 374-5431
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: \$150.00

Receipt No:

THE APPLICANT

All contact details must be in New Zealand

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

DANNEVIRKE CAR CLUB

Contact Person:

ANDREW BROOKS

Mailing Address:

P.O Box 74 DANNEVIRKE

Contact:

Daytime:

027 357 6233

Mobile:

027 357 6233

After Hours:

Fax:

Email Address:

dannevirkecarclub@gmail.com



(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) - TO BE CREATED ✓
- ☒ Copies of relevant insurance documentation
- ☒ Details of steps you will take to inform local landowners/residents of your event and access provisions
- ☒ Details of how your application will benefit the Tararua District
- ☐ Other documentation in support of your application

(specify) _____

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

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

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

CONDITIONS OF APPLICATION

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

- ☐ Applications must be received **not less than 16 weeks prior** to the date of the proposed closure. An application fee of \$100 applies.
- ☐ The applicant will be liable for the cost of advertising associated with this road closure application. Under the terms of the Local Government Act procedure, the closure must be advertised prior to its consideration by Council, in order to allow an opportunity for public objection. Council will arrange the appropriate advertising in its standard format, and the costs will be passed on to the applicant.
- ☐ Council will consult with the New Zealand Police as required under the terms of the Local Government Act.
- ☐ This application, and any public or Police objections, will be considered at an ordinary meeting of the Tararua District Council. The Tararua District Council reserves the right to decline any application for road closure at its discretion.
- ☐ Should this application for road closure be approved, the following standard conditions will apply:
 - 1) That the Council's Alliance Manager or (nominee) in conjunction with the event organiser will 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 Alliance 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 Alliance 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 roads are restricted to use for motor sport events every three years at the discretion of this Council:

- Mangahei Road
- Blairgowrie 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 Alliance Manager (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 Tararua Alliance may 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.



16 November 2019

Dear Resident,

Our purpose for calling is to inform you of the proposed temporary closure of your road. The reason being is our club is planning to run a Gravel Sprint on Pahaheke & Waituna Road on **Saturday 22 February 2020**. The road closure is for the hours of 9am and 5pm, however if the day goes well we could be finished and open the road again by 3.30pm

Drivers will be racing against the clock on the road, where we will have radio contact with marshals at the intersections and with the start and finish lines. Safety personnel will be on the start line and the event will be controlled by the Clerk of the Course on the day.

The organisers will deliver to you another letter approximately one week prior to the event, as a reminder, containing the exact time of the road closure, and an emergency contact phone number if any resident has an emergency, in which case the event will be stopped immediately and the necessary action taken.

As the event will be permitted by Motorsport New Zealand Inc. a public liability insurance of \$10,000.000 will apply.

Thank you,

Daniel Feck

Dannevirke Car Club Organising Committee

021374268

Dannevirke Car Club

Tararua District Council

Tararua Alliance: (06) 374-5431

E-Mail: info@tararudc.govt.nz

P.O. Box 7

DANNEVIRKE 4942

Website: www.tararudc.govt.nz



Dear Resident,

**Re: Proposal to close Pahaheke & Waituna Rd for a motorsport event
Saturday February 22, 2020.**

Dannevirke Car Club Inc. propose to close Tararua Rd on Saturday February 22, 2020.
The event will only be run between the permitted road closure times.

To support our application for road closure, show we have been in contact and supplied you with all necessary information, we would appreciate it if you complete your details on the page below. Also please note down any suggestions you might have to help make the event benefit the community (eg BBQ or fundraiser rides in the cars etc).

Resident / Landowner	Contact Details	Signature
ARNOLD BROWN	021 208 7821	
NEIL + STEFF CRESSWELL	06 376 7909.	<i>Steff Cresswell</i>
Andrea + Rod Easton	06 9271513	<i>R Easton</i>
SHARON EAMES	06 3766445	<i>Sharon Eames</i>
Marnie + John Hopkins	06 376 6163	<i>M Hopkins</i>
Raywene Searle	06 3766611	<i>RS</i>
DANIEL BIRD	027 8440193.	
QUINN D.	06 376 6489	<i>Quinn D.</i>

11.4 Road Closures Requested Under the Tenth Schedule of the Local Government Act 1974
Attachment 1 Application for Temporary Road Closure - Dannevirke Car Club





**Re: Proposal to close Pahaheke Waituna Rd for motorsport event
February 22nd 2020.**

Landowner/Resident contact

- Contact has been made with the residents and landowners affected by our application for road closure. Please find attached sheet they were asked to initial to show we had been in contact. Some landowners were only able to be contacted by phone/mail.
- A sign will be erected at the ends of the road very soon with details of the proposed road closure.
- A letter will be delivered to all residents and landowners the week before the event to remind them of the upcoming event, and will contain contact details for the person who will be able to help with any questions or requests leading up to, during, or after the event.

Benefits to the Tararua District

- Attract out of district visitors to the Tararua
 - Competitors, crew and helpers regularly come from as far as Wellington and Auckland.
 - Event spans whole day so those involved will need to make use of local businesses – accommodation, food, etc.
 - Opportunity for TDC to target tourism advertising.
- Round 1 and prize giving of "The Engine Room Sprint Series" is held in Tararua district.
- Fundraising opportunity for a local group to supply on-site catering.
- Dannevirke Car Club keeps active and gives local motorsport enthusiasts a safe, appropriately organised event to participate in.



Vero Liability Insurance Limited
Level 32 ANZ Centre
23-29 Albert Street
Private Bag 92055
Auckland
New Zealand
Telephone 09 306 0350
Facsimile 09 306 0351

INSURANCE CERTIFICATE		
	Client ID	Agent No
Public & Products Liability	43826	8000063

We, the Insurers, Vero Liability Insurance Limited confirm that Public & Products Liability insurance has been effected on the following basis:

POLICY NUMBER	HO-LPL-6003042		
THE INSURED	Motorsport New Zealand Inc and Member Clubs in respect of Permitted Events Only		
BUSINESS DESCRIPTION	Administration, Governance and Regulation of Motor Sport in New Zealand		
POLICY PERIOD	From	31 December 2018	at 4.00pm
	To	31 December 2019	at 4.00pm
LIMIT OF INDEMNITY	\$ 10,000,000	any one Occurrence and for any one Period of Insurance in respect of Products Hazard	
EXCESS	\$ 3,500	per Occurrence	
POLICY WORDING	VL POL PL-082017		

Signed for and on behalf of Vero Liability Insurance Limited

Authorised Officer

JCS



20 December 2018

Report

Date : 22 January 2020

To : Mayor and Councillors
Tararua District Council

From : Hamish Featonby
Asset Manager

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

Item No : **11.5**

1. Reason for the Report

- 1.1 Bush Cycle Tour has made application for a road closure of Kohinui Road on Saturday 14 March 2020. This closure has been requested under the Tenth Schedule of the Local Government Act 1974.
- 1.2 In accordance with the Act, consultation with the Police has been undertaken. Police have indicated they have no concerns. No public objections have been received in response to advertising placed in the Bush Telegraph on Monday 9 December 2019.

2. Recommendation

That the report from the Alliance Asset Manager dated 22 January 2020 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, Council closes the following road for the purpose of allowing Bush Cycle Tour to hold a cycle sports event.

Road name: Kohinui Road

Date of closure: Saturday 14 March 2020

Period of closure: 9.00am to 2.00pm

Conditions Applied to the Granting of this Road Closure

- 2.1 *That Tararua Alliance in conjunction with the organiser will assess shortly prior to this event the condition of the road involved to determine its suitability for this purpose.*

- 2.2** *That if Tararua Alliance identify the road as being in an unsuitable condition arising from this assessment then they have the discretion to request the organiser to withdraw the road from the route of this event.*
- 2.3** *That shortly after the event has been held Tararua Alliance shall carry out a drive over of the road that was closed for this event to assess its condition.*

Advisory Note

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

Attachments

- 1  Application for Temporary Road Closure - The Bush Cycle Tour



APPLICATION FOR TEMPORARY ROAD CLOSURE

To Tararua Alliance
P O Box 7
DANNEVIRKE 4942

Phone (06) 374-5431
E-Mail info@tararua.govt.nz
Website www.tararua.govt.nz

Application made under Tenth Schedule of the
Local Government Act 1974

Date Received

Application Fee: ~~\$100.00~~ 150.00

Receipt No:

THE APPLICANT

All contact details must be in New Zealand

Name of
Applicant:
e.g. Club or
Organisation

THE BUSH CYCLE TOUR

Contact Person:

Kevin Laskey

Mailing Address:

Laskey's auto 191 Main Street Pahiatua.

Contact:

Daytime: 06 376-7502

Mobile: 021-803-238

After Hours: As above.

Fax:

Email Address:

laskeyauto@xtra.co.nz

(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)
- ☐ 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) The Bush Cycle Tour is run as an annual event. All the proceeds (less expenses) are donated back to the Pahiatua and bush communities.

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.

We complete a mail drop to every letter box within the race circuit notifying them of the upcoming event. This is completed a week before the cycle tour. This is so farmers can plan stock movements and the use of the roads.

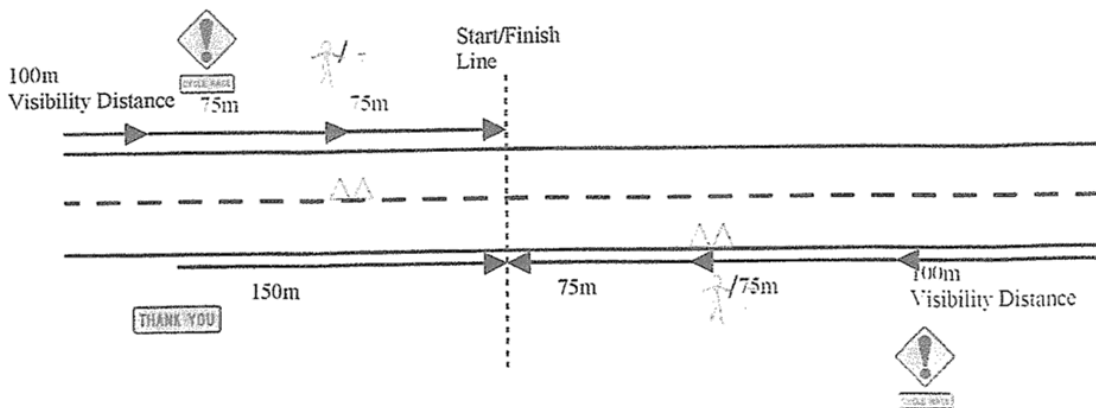
Many thanks,
Bush Cycle Group Committee.

Bush Tour
100km, 50km and 15km Rides
1. Kohinui Road Start/Finish Area

RCA = TDC

- Marshals to stand where clearly visible to traffic
- All Finish Line Marshals are to wear High Visibility Vests
- Riders will be required to obey all road rules
- Riders will be neutralised to the start (riders will not be stopped for more than one minute)

Equipment Required
2 x TW2.13 Advance Warning "Cycle Race"
1 x TW 17 Thank You
6 x 900 mm High cone
* High Visibility vests for all finish line marshals and officials



100 km, 50 km, and 15km rides
2. Intersection Middle Road / Kohinui Road

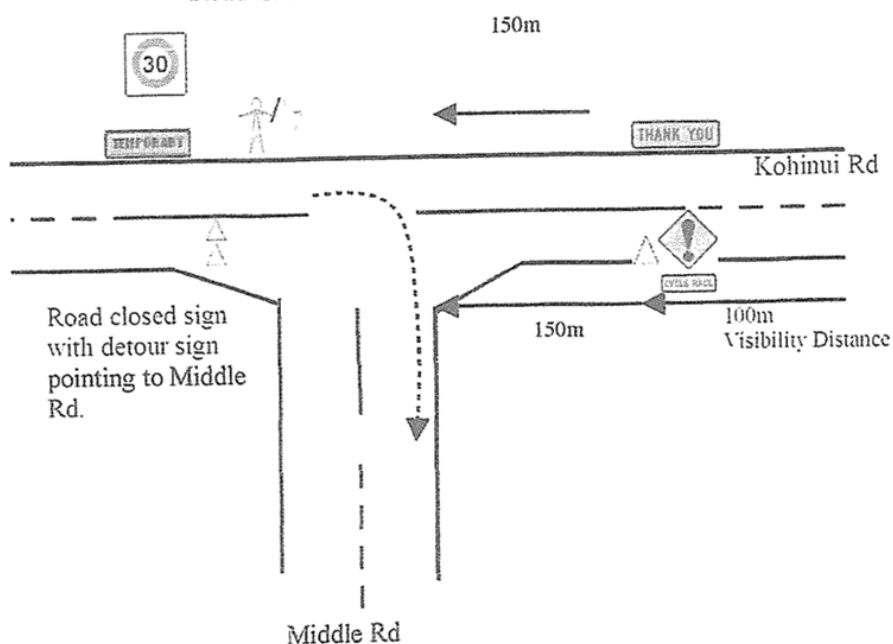
RCA = TDC

- Riders will have to obey the road rules
- Marshal will be present merely to show the fun ride participants which way to go
- Marshal to stand where clearly visible to all traffic

Equipment:

- 1 x TW2.13 Advance Warning "Cycle Race"
- 1 x TW17 Thank You
- 1 x 900 mm High Cone
- 1 x High Visibility Vest
- 1 x 30 speed limit sign
- 1 x 100 speed limit sign

Road Closure after the start of all rides (after 10.00am until 2.00pm)



The 30 sign will have a 100 sign backing onto it.



Report

Date : 22 January 2020
To : Mayor and Councillors
Tararua District Council
From : Blair King
Chief Executive
Subject : **Staff Report**
Item No : **11.6**

Reason for the Report

This report is to update Councillors on key projects and items of interest over the period from 13 December 2019 to 22 January 2020.

Key Points

Initial Earthquake Assessments of further Council owned structures

Our structural engineering specialists (BECA) have assessed the next tranche of key Council buildings using the latest Earthquake Prone Assessment Methodology. A building with an earthquake rating less than 34%NBS fulfils one of the requirements for the Territorial Authority to consider a building as an Earthquake-Prone building (EPB) in terms of the Building Act 2004.

To recap, strengthening works on both the Dannevirke Townhall, and the Dannevirke Grandstand means these surpass the 34% New Building Standard that is the threshold for being considered Earthquake Prone. The Pahiatua Chambers and the Dannevirke Council Chambers, whilst Earthquake Prone, have programmes in place for remedial strengthening. The Carnegie Centre does not have a programme in place for strengthening due to the expected \$1m plus cost to remediate and refurbish. Based on the IEP method, the following scores are present for the buildings:

Building Name	% New Building Standard	Construction type
Akito War Memorial	55%NBS	Assumed to be lightweight timber frame construction with a lightweight roof
Barraud St Public Toilets	30%NBS	Concrete walls with a heavy clay tile pitched roof
Dannevirke Sports Centre	30%NBS	Cantilever concrete blockwork walls (assumed reinforced and partially reinforced) in both the transverse and longitudinal direction. There are also steel portal frames in the transverse direction
Eketahuna War Memorial	90%NBS	Building had a major reconstruction in 1975 which included removal of original unreinforced masonry walls and replacement with timber framed walls
Norsewood War Memorial	55%NBS	Assumed to be light weight timber framed walls with a light weight pitched roof

Beca did not identify any Severe Structural Weaknesses (SSWs) were identified in our assessment.

The Alliance

Executive Summary

The lead up to Christmas always see a focus on wrapping up as many loose ends as possible to start the new year fresh. This was very true of the delivery teams who were able to ensure the road network would be left in a suitable state for the shutdown period. The weather was fairly favourable during the break so thankfully the on call staff had a relatively quiet time. With the team all back on deck the physical works are back in full swing with reseals and rehabilitation works on target to meet their programmes on time and planning and design processes well underway to ensure they stay ahead of the physical works delivery team.

Our annual re-induction day will be held mid-January. This day gives us a chance to take time out of business as usual to refresh the teams' focus back onto health and safety. The work performed by the Tararua Alliance is by nature remote, risky and at times dangerous. Taking the time to remind the teams of the importance of looking after themselves and each other helps us achieve our primary goal of ensuring everyone gets home safe every day.

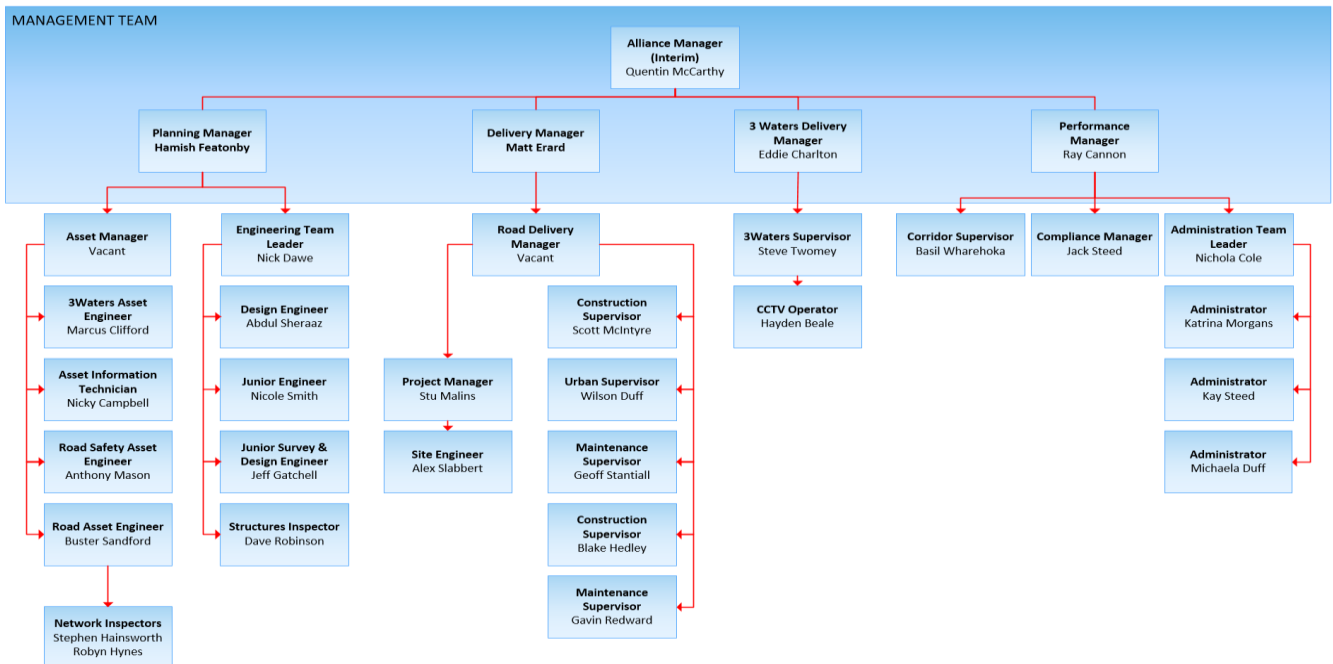
During December a restructure of the Tararua Alliance was performed. With no fulltime Alliance manager in sight just yet the restructure refines the scope of the management team to provide clearer lines of reporting and some direction for the management of the Alliance. We will be recruiting for the newly vacant roles early in January with a hope to backfill as soon as possible to ensure this busy year gets off to the right start.

We have had the final results from the NZTA Technical Audit come through. The audit covers Network Condition and Management, Activity Management Planning, Data Quality and Road Safety. It is a very prescriptive audit that is performed every 7 – 10 years on every road controlling authority in New Zealand. The results were generally positive with some improvements required in a couple of reporting and data areas however feedback from the audit team was very encouraging. Comments from our local NZTA Representative were that his impression was that we are intervening just at the right time – so we're investing in the network in the right place at the right time and in the right way.

The last of more than 10 audits for the year was the Tararua Alliance Performance Audit in December. There were some interesting recommendations for improvements in a few areas which will be implemented before the next audit but the scoring overall was very good with 100% of the KRA/KPI conditions achieved which is a great result for such a busy year.

ORGANISATION STRUCTURE

January 2019



Planning

With the recent restructure within the Alliance, the Planning team are now working as one combined team of Asset Management and Design. This will help with ensuring a consolidated approach to the planning functions within the Alliance. This has left a role to backfill in the Asset Management team and with the Asset Engineer moving back to Auckland in March a recruitment drive is underway to bolster that team back up to full strength.

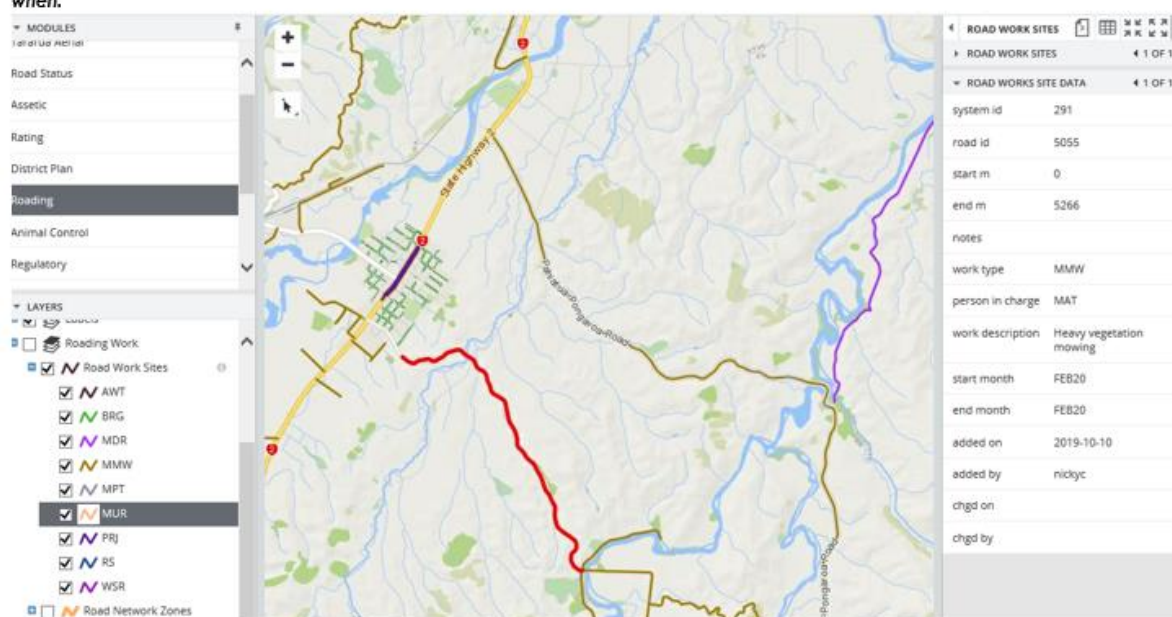
With the two short working months, the focus for the Asset team has been on business as usual and final touches on the pavement rehabilitation programme for the 2020/21 financial year. This is due to be delivered early which will enable the flow on design processes enough time to be performed on time. The Design team have continued to make progress with the large number of upcoming projects that require engineering design performed for emergency works repairs, minor safety improvements, seal extensions, carparks.

During December our asset engineering team attended the Downer Asset Engineers workshop in Christchurch. This workshop is a 6 monthly opportunity to work with the wider Downer Asset Management team to upskill, share knowledge and remain current within the industry. The focus this time was preparation for the upcoming round of Roding Activity Management Plans (AMP) with the primary outcome being the formation of a working group amongst the Asset Engineers within Alliance contracts to work together on AMPs – sharing content and methodologies for explaining the processes involved in managing the Roding networks.

A high level project plan has been put together for the Long Term Plan to begin to allocate time to undertake what will be a big task for council this year. The plan at this stage is that by utilising additional resources outside Tararua such as the Downer Asset Management team and the Downer Bid & GIS teams we will be able to achieve this programme on time.

Lastly, a project the team has been working on to share our current work plans a bit broader has come to fruition. We now have the ability to share a map within Intramaps of where our planned works will be. This aim is that we update this once a month and is available for anyone with Intramaps access to be able to query what's happening on the network. The layer sits under Roding – Roding Work – Road Work Sites.

In this screen grab of the Work Site layer we can see the Pahiatua CBD upgrade, a purple line showing some drainage work coming up on Millers Rd in January and Heavy Vegetation clearing in February (green lines). By clicking on a site it'll give details on what, where and when.



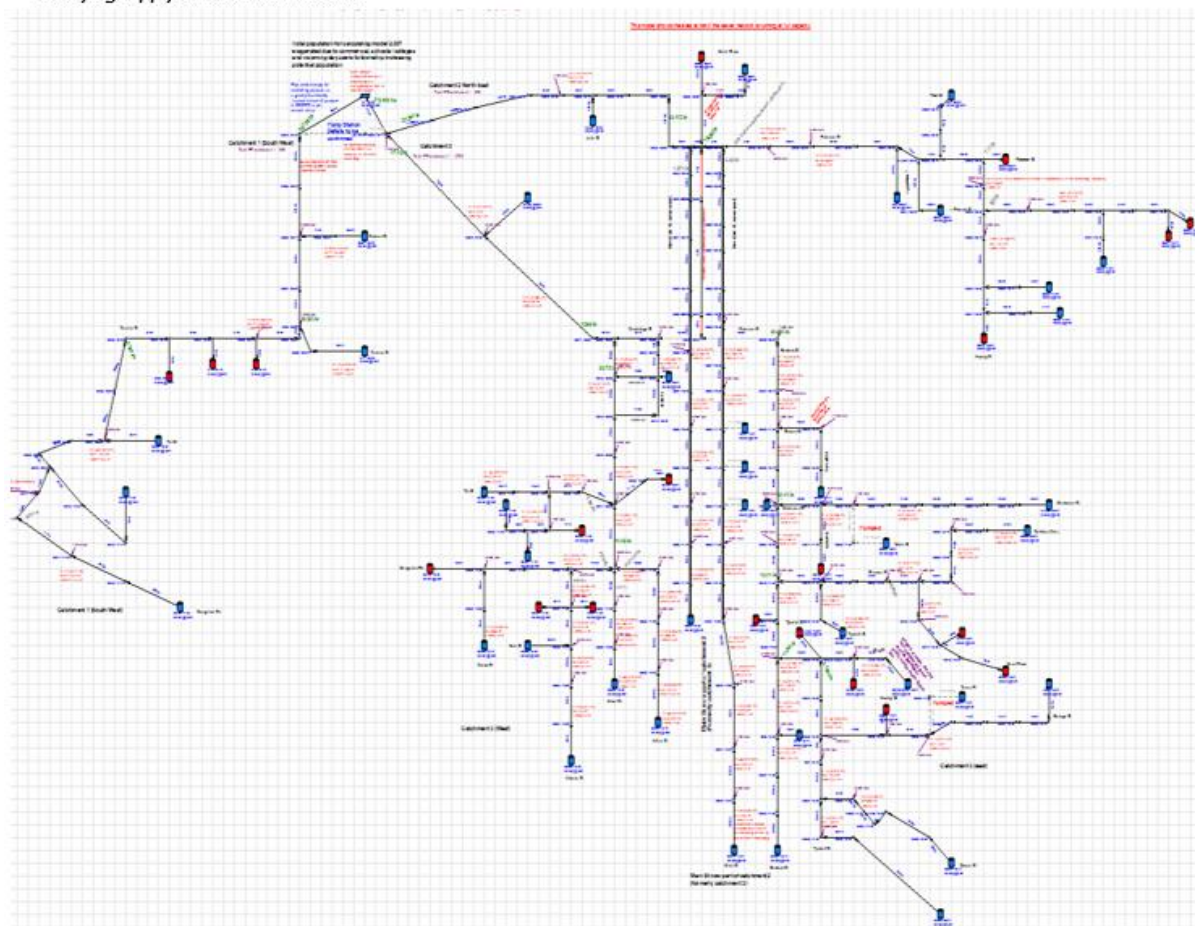
Residential Growth Study – Pahiatua Initial Results

The Pahiatua Wastewater reticulation model has been completed (as per the diagram below). As expected, it is quite a lot more complex than Woodville however initial results are relatively positive for this network. The model shows that there is capacity in the current network to anticipate growth, particularly around the area of the hospital even with a substantial factor for Infiltration and Inflow (I&I) included. The model reflects the town with the Main Street upgrades already in place.

One caveat to the results is that some areas are vulnerable if there was prolonged heavy wet weather, however that would have to be extreme for flooding caused by overloaded sewers. The red tanks in the diagram below represent an area that could become vulnerable in the future and are already known as wet, low lying areas.

Data from the sewer treatment plant shows a huge peak in flows during wet weather so the assumption at this stage is that I&I is a problem to a similar extent to Woodville. During the summer months we will use one of the Raven Eye data loggers to confirm that expectation by observing how the flows within the network change based on weather conditions.

The snapshot of the model below is a schematic representation of the Wastewater network in Pahiātua. Once these models are all set up and calibrated they can be used for years to come to analysis different scenarios or highlight potential issues before they arise by modifying supply and demand factors.



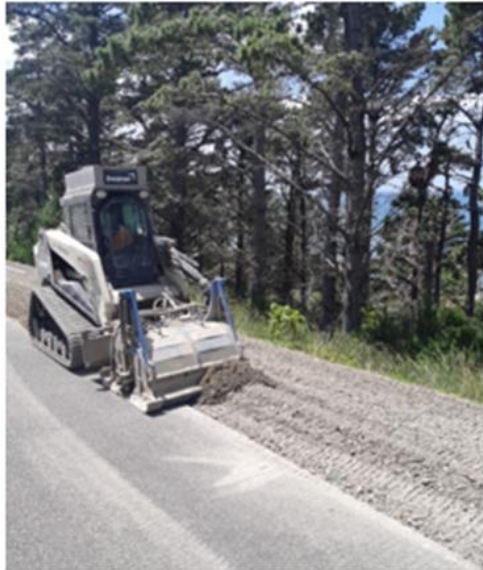
Delivery

Roading

With Christmas fast approaching our Renewals team made great progress across numerous sites. Both River Road and the Weber Road pavement rehabilitation sites were finished and all sealed up prior to the break. Drainage works has also commenced in preparation for pavement strengthening work through the Weber township with the Pavement works scheduled to start after Christmas.

The reseal programme has also commenced in the Northern part of the district in Zones 1 & 2. The Tararua based reseal team undertook 43,000m² of our 310,000m² programme which is a great achievement prior to Christmas.

Other than some of the heavy winds we usually receive at this time of the year causing trees and debris to fall on the road, our Maintenance and Cyclic teams have made the most of the good weather which has allowed them to get on top of their Cyclic programmes including, pothole repairs, sign maintenance and pre-reseal repairs ahead of our reseal team.



Pre-reseal repairs – Coast road



Sealing – River Road Rehab site

Emergency works remains a big focus for our Construction team. They have repaired a dropout on Route 52, 93 section which included a rock wall consisting of 1,600 tonnes of rock as erosion / scour protection. A large “retreat” has also commenced on Mangahei Road which include moving 2,000m³ of dirt in order to shift the road away from a dropout. Work is also nearing completion on Route 52, 63 section which involved removing a failed Crib wall which was retaining a large slip from the road. The failed Crib wall was encroaching into the left hand lane posing a risk to road users which meant urgent action was required. Before and after photos below.



Pahiatua Main St Upgrade

Leading into December crews worked towards completing the install of the Sewer and Water mains along Stage 2 (Centre St to Wakeman). This was achieved and allows us to complete the remaining connection work in the first few weeks of January. This will see the Sewer and Water complete for the northern end of the project.

Additional resource was applied to the project throughout December to work on reinstating and surfacing of trench lines continue with the preparation of footpaths.

In the last few days leading into Christmas we received confirmation that Chorus now wish to install ducting throughout the project in conjunction with the separate Power and Telco contract. This decision has delayed the surfacing of the Footpaths from Paterson to Edward St as the length now needs to be retrenched. On the positive side, with the decision being made prior to the surfacing of the footpath it allows the work to occur without the need to cut into the new footpath surface.



Work onsite recommenced on the 6th of January following the Christmas/New Year break. The crews are working towards works in Stage 3 where the majority of the commercial activity occurs. Works within this area are scheduled to commence following Wellington Anniversary weekend.

3 Waters

Water Renewals

Our focus over the next 4 – 6 weeks will be to complete, test and disinfect the new 300mm trunk main in Wakeman St - Pahiatua. This will then be connected to the watermain currently being installed within the CBD upgrade project. A full reading of all water meters across the district was completed early December.

Wastewater

The Arthur St sewer renewal in Pahiatua is 70% complete. We are now in the process of gaining NZTA approval to construct the final 40m long section within Mangahao Rd, which is now under NZTA control with the Gorge closure. This work also includes the replacement of the wastewater manhole at the intersection of Mangahao Rd and Arthur st's.

Davies Waste Solutions are currently relining two sewer lines and a Stormwater main in Woodville. This stormwater main has been prioritised due to its criticality and is being relined rather than opencut because of access issues within private property's. Once the relining work is completed, Davies will be continuing with the CCTV of the larger sewer pipes and trunkmains in Dannevirke, Woodville and Pahaitua.

We have seen an increase in service connection requests across the district, the below photos are of a couple of new connections being installed in Pahiatua and Woodville.

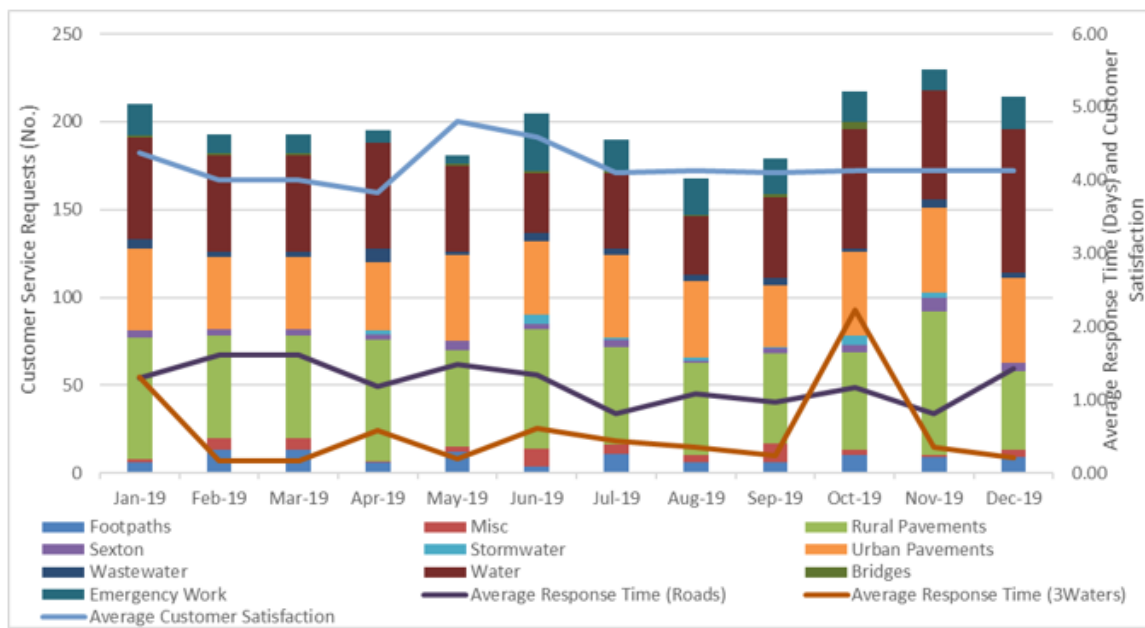


Performance

Performance Dashboard

KRA	Name	Frequency	Comments	
PEOPLE RESULTS	Alliance Team Safety	Monthly	A total of 103 Safe Behaviour Observations (SBO) were reported for work completed November-December 2019	✓
	Workplace Health	6 Monthly	Loss time injuries (LTI) 0 Medical treated injuries (MTI) 0 Environmental incidents 0 Near Miss Reported 1	✓
CUSTOMER RESULTS	Timely Communications	Monthly	Another good result of 99% of customer requests for 3Waters and 98% Roading were responded to within 3 days during November-December 2019	✓
	Effective Communication	Monthly	Due to staffing shortages we had no Customer Feedback Surveys undertaken November-December 2019	
	Minimise Operational Impacts	3 Monthly	7 compliments were received during November and no complaints were received	✓
SOCIETY RESULTS	Compliance with TMP	Monthly	No Reports received this Month	
	Zero Harm – Environment	Monthly	No environmental issues to report	✓

Customer Management



Plant and Property

Executive Summary

Council's lawyers Buddle Finlay have finalised the Pahiatua rebuttal evidence and Eketāhuna evidence-in-chief from our consultants for the Eketahuna and Pahiatua Wastewater Resource Consents process and were due to be filed with the Environment Court on 18 December 2019.

District Water restrictions were imposed prior to Xmas. Akitio and Norsewood are on total hosing ban and Eketahuna, Pahiatua, Woodville and Dannevirke are on alternate days hosing restrictions.

Woodville water supply recovered prior to Xmas with some good work by our treatment plant staff and leak repairs from the Alliance team. Treated water storage levels in the reservoirs have recuperated and have been maintaining close to 90% storage level overnight continuously. The Impounded water supply level is sitting just over 6 metres. The support from the Woodville residents with water conservation and the phone calls we received for any leaks that appeared was a great assistance to Council.

Property

Asbestos Removal

The asbestos removal at the Dannevirke Town Hall, the Boiler at the Dannevirke Camping ground and the shed at Carnival Park has now been completed.

Cemeteries

Mangatera Cemetery

A new concrete nib has now been completed in the ashes area.



Waihi Falls

The contractor starts work on the walkway the first week in February

Swimming Pools

The swimming pools in Eketahuna, Pahiatua and Woodville have been well utilised when the weather has been favourable and hot.

District Water

With the welcomed rain in the last week the river levels throughout the Tararua have been replenished with the forecast of hotter weather to come. Staff will be continuing monitoring river levels and water usage closely.

Woodville

The water supply to the Woodville residents was put under immense pressure with the levels of treated water unable to keep up with the demand and the level of water in the reservoir too low to let the treatment staff initiate the filter backwashing process. The current backwashing process is from two pumps which are situated inside the treated water reservoirs. Because of the low water level in the dual reservoir the water needed to be above the concrete barrier in the centre to activate both pumps for backwashing to then be able to produce treated water for the township. We transported water from Dannevirke to assist with this operation. Peripheral Valves on the reticulation network were then closed or partially closed to restrict flows to the extraordinary users in the rural part of the reticulation area.

Detection Services were then contracted at short notice to complete a leak survey of the Woodville pipe network. This was completed in 3 days with an extended team to find any leaks on the network in a hurry. 8 - Council, 5 - residential and 2 - extraordinary leaks were found. The total leaks accumulated to 3.5 - 4 litres /sec which in reality was 1/3 of the normal daily production and on top of that the increased usage from the extraordinary users, staff were struggling to produce water to match the quantity needed for the town residents without refilling the reservoirs.

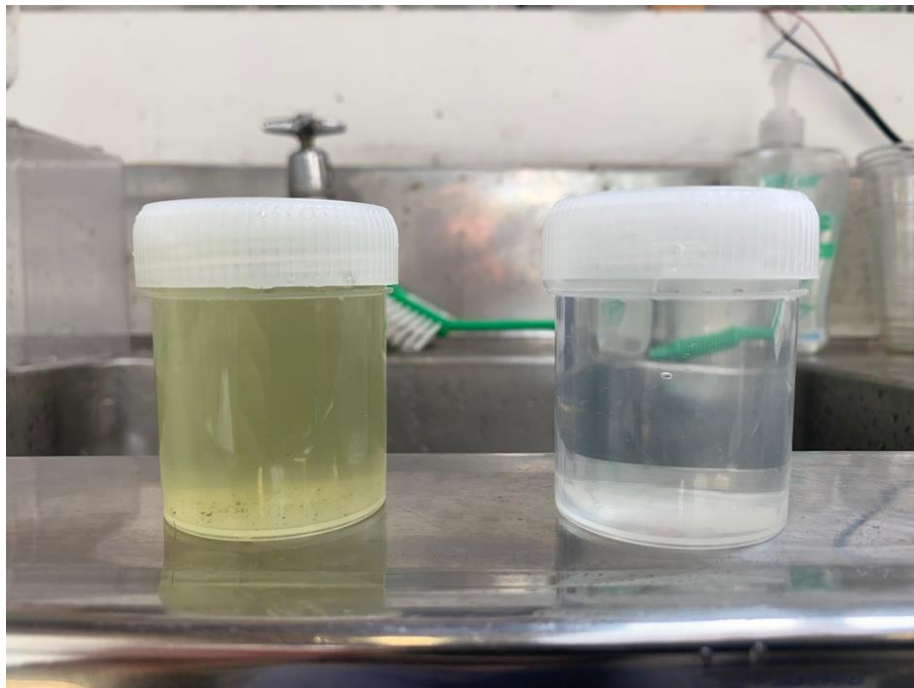
Staff met with Filtec process engineers and discussed how we could enhance and optimise the existing plant and also what future options needed to be considered for increased flow production of treated water to meet demand or increased population. Potential options may be to add an additional clarifier, a flocculation process and maybe an increase in filter capacity. We are ready to start trialling a change in where we start the coagulation process. We are moving it upstream of the clarifier down by the impounded supply. This idea the process is a longer period in the mixing zone prior to the clarifier which will possibly eliminate flock carryover into the filters causing blinding. This in turn will lessen the amount of backwashing. We are also installing concrete tanks, pipework etc which will be used to store raw water from the stream or impounded supply to feed the tanks for use in the

backwashing process and eliminate the pumping of treated water from the reservoirs for this procedure.

Wastewater

Pahiatua

The pilot dissolved air flotation plant at the wastewater treatment plant is still producing very good results. The problem we have now is the large increase in sludge removal from the system. This is good news in the treatment process but adds another process we have to streamline. At present we are setting up extra tank storage to accumulate sludge prior to transportation to Dannevirke waste wastewater treatment plant.



Solid Waste

Dannevirke Transfer Station

Staff have been having ongoing discussions with our contractor Smart Environmental. Prior to and over the Xmas period the piles of recycling that had been stockpiled, windblown rubbish and the amount of refuse in the pit was unacceptable. The contractor has been having several issues with staff shortages, machinery breaking down, problems at their recycling disposal centres in Fielding & Thames where the recycling is transported and clearing the backlog of refuse to Central Hawke's Bay landfill.

These problems are not isolated to just Tararua, Central Hawke's Bay are having similar issues with the same contractor.

We are working with Smart Environmental's Area Manager on a solution short term and a better long term outcome for Council moving forward.

Economic Development, Communications and District Marketing

Economic Development

Regional Collaboration Meeting

Angela attended this meeting in Levin. This is a great way to keep up with economic development projects across the Horizons Region and build collaborative relationships.

Provincial Growth Fund Projects

Mark, Colin and Angela met with Catriona McKay to discuss the projects Colin is managing and writing applications for.

The final report for the Alternative Land Use Project came through just before Christmas and planning began for the workshop in which the consultants will present their findings. The workshop will be part of AgriFood Week, on Monday 16 March 2020.

Solid Waste

Mark and Angela met with Central Hawke's Bay District Council staff involved in solid waste and community engagement to begin a conversation about how the two councils and community groups can work collaboratively on recycling/upcycling programmes.

Business Support

One client requested a conversation about the potential for a farm based accommodation and walks venture.

Builders Seminar

This was organised and hosted by the building team. Angela spoke about the Tararua Business Network team functions and the business support provided. Carl Baker from Central Economic Development Agency also presented on the Regional Business Partners Network.

Tourism Network Meeting

This was held at Masters Hall. Kathy and Andy talked about their journey from early struggles in the conference and accommodation business to the huge success they're enjoying now. We were treated to their wonderful Christmas displays.

Community

Lindauer Art trail - shared path: Work has commenced with the Lindauer Group to investigate the potential of a shared path on the outskirts of Woodville. Initial meetings have taken place with the group and early discussions with KiwiRail have commenced where the shared path has the potential of being on their land.

Mark has been working with the Fantasy Cave and the various Norsewood groups to help advance their plans.

Communication

Pahiatua Town Centre Upgrade

Stage 1 of underground works is essentially complete, with the only task outstanding being the footpath sealing. There have been delays with Chorus in regards to their fibre duct future proofing and this affects our progress with regards to the asphalt reinstatement of the footpaths, the idea is to hold off with the asphalt until they have gone through, so as not to have to rip it up and do it again.

Stage 2 was due to commence in January 2020, however, our teams worked hard during 2019 and were able to complete the Stage 2 sewer main installation early, putting us ahead of schedule for the Stage 2 underground works. Since returning to work in 2020, we have officially commenced Stage 2 with a major focus on the water main installations.

We expect that we will begin Stage 3 underground works in late-January.

Pongaroa Water Treatment Plant

A letter was sent to urban Pongaroa residents connected to the town water supply in December 2019. The letter provided an update on the Treatment Plant and future storage, encouraged water conservation and management, discussed separation of roof water and drinking-water and advised of the recent review and adoption of the Council's Water Bylaw.

Pahiatua Water Treatment Plant

A media release was distributed on Monday 16 December 2019 to update our communities on the progress of the Pahiatua Water Treatment Plant project.

Events

2020 International Woodville New Zealand MX Grand Prix (Woodville Motocross)

Ongoing support is being provided to the Woodville Grand Prix, District signage has been designed, produced and placed around main traffic routes to promote the event.

After an investigation of possible promotion methods, Mitchell implemented a Facebook campaign to promote the event page gaining 1,700 responses. This campaign finished on

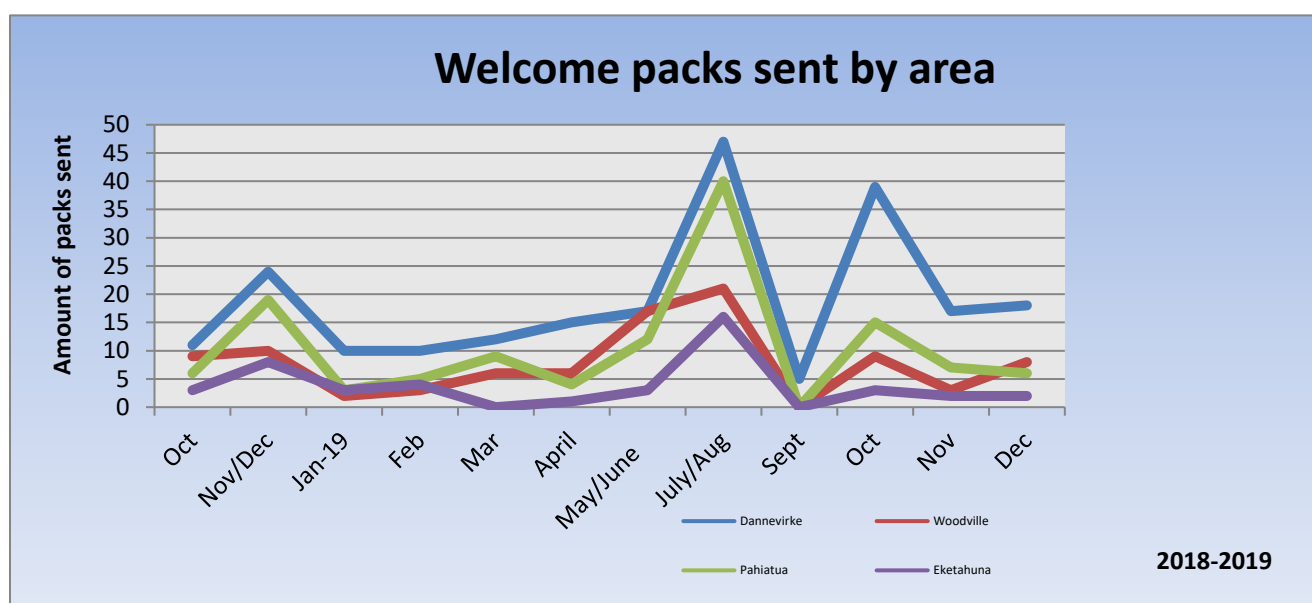
13 January 2020 and was found to be highly effective. Coinciding with the Ad, Mitchell also actively managed the event pages engaging the event responders.

Negotiations with Spark have also concluded and eftpos has been made available on site for the first time in 59 years.

TARARUA I-SITE REPORT –November – December 2019

Welcome Packs

November to December 2019. There were 62 packs sent out, 23 of these were sent to purchasers outside the Tararua District.



Staff

Shanise will go on Maternity Leave from 27 January 2020. Loni Peretini has been employed for a fixed term of 12 months. Turia Brackenbury has been employed fixed term for 5 months.

Inaugural Tararua Golf Open

There have been 12 registrations.

New Highway Walk

The i-SITE have assisted by selling tickets of which 598 were sold, also providing photocopying of Health and Safety forms.

Tourism Business Meetings

The November meeting was at Dannevirke Fantasy Cave, those who attended had a tour of the Cave and heard a little about their plans for a new building.

A Christmas meeting was also held at Masters Hall in Pahiatua, just before they opened their wonderful Christmas Display to the public, so much work has gone into this collection.

The next meeting will be held in February at Middleton Model Railway.

The meetings are well attended with everyone introducing themselves and their business as well as getting an update from Mark Maxwell on marketing projects.

Regulatory

Building Services

Quality Management System

Council is a Building Consent Authority (BCA). Regulations require BCAs are accredited and have a system that supports quality and continuous improvement in their management and operation. This includes consenting and inspecting building work and issuing code compliance certificates.

Every two years, Council applies to renew its accreditation. This involves an assessment of Council's quality management system by International Accreditation New Zealand (IANZ). Council was assessed in November 2019.

The assessment report found there were no 'serious' non-compliances and that Council's accreditation could continue, subject to clearing the 'general' non-compliances that were found. This will involve additional training, audits, and procedure updates.

An action plan was prepared and has been formally accepted by IANZ. Council is on track to clear all non-compliances by the due date (6 April 2020) and renew its accreditation.

In relation to good practice and performance, the assessment report found the Council were receptive to improvements and were actively implementing their Quality System.

Building Consents

The table below is a comparative summary of building consent statistics, from July to December:

Building Consents	2017/18	2018/19	2019/20
No. of Applications Received	151	176	193
No. of Inspections Requested	546	500	574
No. of Applications Processed	149	202	194
% Processed within Statutory Timeframes	97.3%	70.3%	93.3%
No. of Inspections Performed	831	721	904
Total Value of Applications Processed	\$9,164,418.00	\$9,865,267.00	\$12,123,400.00

Animal Control

Public Education and Information

No articles were published in December.

Annual Dog Re-registration

Annual dog re-registration was due on 1 August. Follow up activities by the animal control team have resulted in an additional 47 dogs being registered since the last report to Council.

119 known dogs remain unregistered (1.7%), out of 6,649 dogs. Owners of these dogs can expect to receive a \$300 infringement notice for failing to register their dogs.

Dog Attacks

The following table is a comparative summary of dog attack (people and animals) statistics, from July to December:

Dog Attacks	2017/18	2018/19	2019/20
Ind/Com Nth Ward	0	0	0
Ind/Com Sth Ward	1	0	0
Non Rateable	0	0	0
Rural North Ward	1	4	1
Rural South Ward	1	2	6
Road or No Property Address	5	5	5
Urban North Ward	7	9	8
Urban South Ward	8	5	9
Total	23	25	29

The increase in reported attacks in the rural southern ward is due to multiple complaints for a single incident.

Environmental Health and Licensing

Alcohol Licensing

No licensing applications have required a public hearing. There have been no appeals to the Alcohol Regulatory and Licensing Authority.

Environmental Health

Environmental Health staff have audited six Food Control Plans under the Food Act 2014. No premises required annual inspections under the health regulations.

The Ministry for Primary Industries (MPI) provided the Minister with a briefing paper on a review of Council's responsibility under the Food Act to verify (audit) certain food businesses operating with a template food control plan (safety plan). The Minister must decide whether to retain the provision, amend, or repeal it. Council is waiting for a decision.

Illicit Dumping

The following table is a comparative summary of illicit dumping statistics, from July to December:

Illicit Dumping	2017/18	2018/19	2019/20
Ind/Com Nth Ward	0	1	12
Ind/Com Sth Ward	3	0	4
Non Rateable	6	2	5
Rural North Ward	8	2	3
Rural South Ward	6	3	2
Road or No Property Address	64	52	57
Urban North Ward	3	3	4
Urban South Ward	6	3	3
Total	96	66	90

Council has requested illicit dumping statistics be provided by community, rather than ward. Work has begun on scoping what changes are required to Council's computer systems to provide this information.

6 infringement notices have been issued for illicit dumping from July to December. The total value of the notices is \$2,200.00

District Planning

Te Ahu a Turanga: Manawatū Tararua Highway

Council is awaiting the outcome of mediation between the New Zealand Transport Agency and appellants to the notice of requirement for the new state highway designation.

Turitea Wind Farm

Mercury's Construction Traffic Management Plan (CTMP) is being reviewed for technical compliance by Mike Skelton of Stantec. Mike is waiting for Mercury to clarify some minor items before the CTMP can be accepted.

Resource Consents

The planning team is continuing to receive a significant number of general and site specific enquiries for developing and subdividing properties around the district.

The following table is a comparative summary of resource consent statistics, from July to December:

Resource Consents	2017/18	2018/19	2019/20
No. of Applications Received	26	37	50
No. of Applications Processed	27	39	45
% Processed within Statutory Timeframes	96.3%	97.4%	97.8%

Strategy and District Development

Government Policy Announcements

There are a number of Government policy matters underway. A number of these were announced just prior to Christmas with little time for consultation, with some already closed by the time this can be reported to Council, which is less than ideal.

Policy Matters	Government Consultation Closing Date
Fire and Emergency New Zealand Funding	22-Jan-20
Trade for All Advisory Board	28-Jan-20
1 Land Fill Levy Changes	3-Feb-20
2 Urban Development Bill	14-Feb-20
3 The Productivity Commission Technological Change	17-Feb-20
4 Emissions Trading Scheme	28-Feb-20
5 Taumata Arowai - The Water Services Regulator Bill	4-Mar-20
6 Infrastructure Funding and Financing Bill	5-Mar-20
7 National Policy Statement for Indigenous Biodiversity	14-Mar-20

Background to the first three February policy matters are as follows. The March policy matters will be presented in February:

1 Land Fill Levy Changes

Government consultation is underway on proposed landfill levy changes.

The government is seeking feedback on proposals to increase the levy for municipal landfills;

- apply the levy to all types of landfill except cleanfills and farm dumps; and
- apply the levy at different rates for different landfill types, to reflect different environmental and social costs of disposal and different opportunities for recovery of different materials.

A recent presentation was made by Sierra Energy of California USA on a gasification plant (blast furnace) for elimination of solid waste. The funds generated from the waste levy, may in the future be used to invest in this type of technology, enabling even the mining of

existing closed landfills for their raw materials and metals, including the elimination of residual contamination and production of greenhouse gases over time, such as methane.

2 Urban Development Bill : “Kāinga Ora”

This bill follows on from the Kāinga Ora–Homes and Communities bill, which disestablished Housing New Zealand and set up a Crown entity in the same name.

The overarching aim of this bill is to provide Kāinga Ora with powers to improve the social and economic performance of New Zealand’s urban areas through complex development projects.

Projects, called specified development projects (SDPs) are intended to improve urban development outcomes through a mix of housing types, transport connections, employment and business opportunities, infrastructure, community facilities, and green spaces.

Kāinga Ora would have the ability to undertake these projects by itself, or partner with iwi, local government or the private sector.

3 The Productivity Commission Technological Change

In the third draft report, “[Training New Zealand’s Workforce](#)”, the Commission looks at how work-related education and training can support a more dynamic labour market.

In the context of the Government’s current reforms of the vocational education and training system, the Commission finds that more system flexibility is needed to meet the education and training needs of people in the workforce and for those soon to join it.

Specific recommendations focus on widening access to work-based education and training, reducing barriers to providing credentials that help labour-market dynamism, and making it easier to move money around the tertiary education system in response to demand.

Tararua Aquatic Community Trust (TACT)

The TACT annual report to 30 June 2019 has been completed indicating that the Trust has been holding its financial position on improved turnover of \$572,000 (\$476,000 in 2018).

The Trust made an operating loss of \$32,000 (\$44,000 in 2018), but after adding back depreciation and deducting capital grants, this was reduced to a loss of \$5,456 (\$371 surplus 2018). Council has boosted funding for 2019/20 by \$40,000 that will allow for minimum wage movements and place the Trust in a positive operating position for the first time in many years. The Audit Opinion, as expected, was qualified for operating income with no audit options available to assess the public’s uncontrolled entry to the facility. The Trust is investigating options to upgrade the building and its point of sale system.

The Trust has had a major year of improvement to its delivery of services and increased revenue from fees, and external grants towards its operating costs. This including nearly a 10% increase in ‘at-the-gate’ revenue, but also funding from the Infinity Foundation towards

payroll costs. Council significantly increased its funding in recognition of cost increases, including the ongoing effects of increases to the minimum wage. The replacement and maintenance of plant boosted the resilience of the operation. A new Aquatics Manager was in control of the operation for the year and there was a great deal of effort put into improving the presentation of the operation. A kind donation of a water fountain was welcomed by the Trust during the year.

Climate Change

Climate Change Risk Assessment

The Ministry for the Environment is progressing work on Aotearoa New Zealand's first National Climate Change Risk Assessment. Tararua District Council is involved in distilling the over 500 risks identified of the effects of climate change down to a number that can be understood and easily communicated.

This work does not extend to consideration of two types of associated risks: transition (e.g. resistance to change) or cascading risk (e.g. social disruption reducing woman rights resulting in increased births etc.). Transitional risk is further broken into adaptation risks (prepare) and mitigation risks (prevent).

A significant cascading risk can be those that we do not immediately think of - such as bacteria, viruses and fungi adapting to their new environments and becoming more dangerous to us, our livestock and our crops. There are several examples of this already occurring - in Kazakhstan antelope and a foot fungi in humans ([Candida auris](#)). We are also experiencing higher commodity prices for livestock in NZ, as Asia tries to manage the outbreak of a pig virus. These types of events may become more likely and more extreme with climate either a contributing or direct factor.

Climate Models continue to be Catastrophic

A recent assessment by the Canadian Centre for Climate Modelling and Analysis has modelled cascading risks for the first time. Modelling has previously struggled to reflect all the climate dynamics, such as temperatures at different strata in the atmosphere, even though the models are generally consistent with observations. However, new models are constantly improving their real world measurements and the paleo ancient record.

The new results indicate an 8 degree Celsius increase by 2100, rather than the current "business as usual" based forecast of a 3.8 C increase. This has not yet been reported in the mass media. The release of methane and CO2 from the Arctic is the major input not included in current UN modelling due to insufficient scientific data (There is a wide variation of what might happen). There is also uncertainty of timing – of when a "blue ocean summer event" in the Arctic Ocean will occur. A blue ocean event reduces the white reflective ice and instead becomes like a blue "solar panel", accelerating the release of frozen methane hydrate below the shallow areas of the Ocean, unfreezing permafrost and warming the general region.

An informal meeting with UN Climate Secretariat negotiator, Livia Hollins, added to the context of the recent COP25 meeting in Spain where negotiations failed to achieve the necessary commitments from large nations to avoid catastrophe.

The Australian fires provide a salient lesson as to what to expect at the initial stages of climate change. However, it is important to realise that this is just the start of the changes that can be expected. A recent report that the Amazon forest is bordering on collapse, from being a rainforest to a savannah. This will impact on planetary oxygen supply as well as remove a current carbon sink as it becomes a net contributor to carbon emissions.

What is certain is that significant change is coming, be it our civilisation changing its course or the eventual extinction of most higher lifeforms, as indicated by MIT research and previously reported to Council.

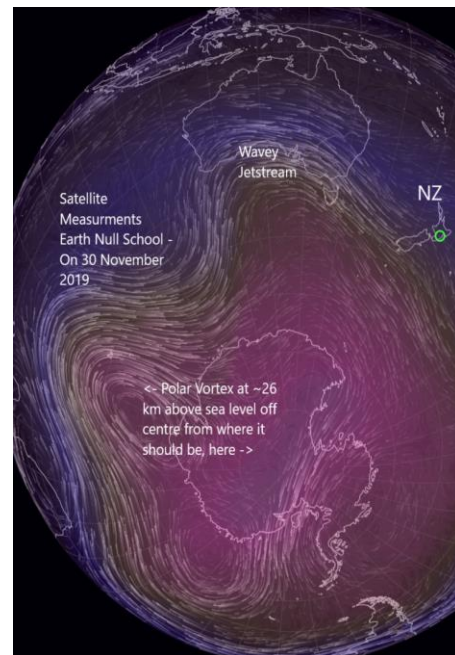
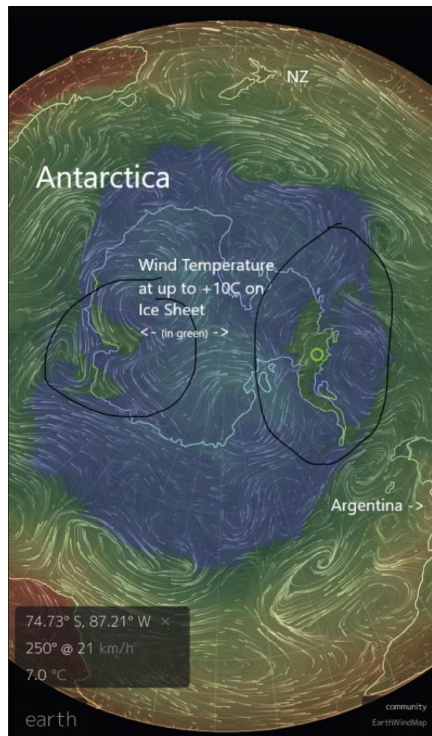
Unusual Weather Patterns

Temperatures in the Antarctic appear to have been continually elevated since November with many parts of the continent being exposed daily to above zero degree Celsius/melting winds. This has likely been the cause of the disrupted southern polar vortex shown below on the right, resulting in shifting weather patterns across the Southern Hemisphere and possible interaction with the Indian Ocean - thought to be the cause of the Australian extreme heatwave, including Penrith in Sydney achieving the highest temperature in the World on 5 January of 47.3C.

The left hand map on the following page shows unusually warmer winds buffeting parts of Antarctica in the past week. Blue areas in left hand map is cold and green to orange is warmer (above zero degrees Celsius); Purple shown in the right hand map is very cold temperatures in the mid-stratosphere. But it is the position of the polar vortex shown on the right hand map that is the main concern, as it is thought to shift if the temperatures at lower land levels become uneven.

The left hand map shows unusually warmer winds buffeting parts of Antarctica in the past week. Blue areas in left hand map is cold and green to orange is warmer (above zero degrees Celsius); Purple in the right hand is very cold in the stratosphere, but it is the position of the polar vortex shown on the right hand map that is the main concern, as it is thought to shift if the temperatures at lower land levels become uneven.

The result in the Tararua had unusually higher temperatures in November, along with dry weather and the need to move to impose water restrictions much earlier than in the past. Since then the wave action has moved and brought cool air directly from Antarctica north, as it appears to warm.



Wind at 7C entering Antarctica partially from Australia following its heatwave:



Commercial Property

Tudor Road

The Tararua Alliance continue to operate out of the Tudor Road site. This site has been fenced, gated and services connected as an operational base for the Pahiatua Town Centre upgrade. Additional security CCTV cameras have been installed at the site. It has been recommended by Southgate Valuations that the steel structure be removed should Council, at the end of the project, determine to re-market the site for sale.

Woodville ex Infracon Building and Yard

Ngati Kahungunu are in receipt of our offer to sell them the McLean Street and Atkinson Street properties. They are presently waiting for their Provincial Growth Fund application to be considered by Government, which includes use of the land.

Woodville NZ Post Lease

A lease has been entered into with NZ Post for part of the building and secure yard attached to the *i*-SITE public toilets and carpark off Vogel and Grey Streets, Woodville. They intend to base their courier service and local postal deliveries from the site (but no retail services are planned). They moved into the premises on 6 January 2020.

Community Support

Seventy low profile LED Street Lights are being installed as part of the Pahiatua Town Centre upgrade. These will provide a different lighting experience to the current under verandah lights.

The old lights were gifted to Council by PowerCo when Central Power was sold and became a community support activity cost. The current lights are attached to the privately owned under verandahs.

To fund the project for a new lighting system, a \$160,000 grant has been confirmed from Central Energy Trust with the remainder of funding coming from the under verandah lighting depreciation reserve of \$62,700. The project is being supported by PowerCo and the undergrounding is being incorporated into the Electric Vehicle and telecommunications project work.

Programmes and Projects Office

Project updates

Despite the Christmas break, work has continued on many of the projects across the team. Work has continued across the organisation on scoping for the annual plan, assessing the overall capital works programme forecast. Additional work has also taken place on refining the project management methodology, with further sessions planned to shape this up in more detail.

Marco's work on the section 17A review of the council's solid waste services has revealed that a further update to the current waste minimisation plan would be required and an audit on our waste and recycling needs to be conducted. This has led to discussions with a potential contractor to ensure that this audit is done along with the investigations on options available to improve the current solid waste landscape. We will be starting community consultation in the near future with the hope of gauging community expectations and to discuss the options available at this stage.

He has also continued work on the Business Intelligence tool, which has proven to be adding value to Council services and the way we manage our services to the community based on current and past data. We strive to continuously improve the management of our services, using data to steer key business decisions.

We have recently procured the Services of SHE Software to deliver a 'Contractor Management system' which will allow a greater response to services and the management of contractors to ensure that only pre-approved contractors who have passed the Council's qualification process are allowed to deliver their services.

To ensure that infrastructure is sound and keeping up with the levels of demand and supply, we are actively looking at new and better ways to do things using the technology available. We are in the process of piloting the use of IOT devices in Woodville which could assist in early leak detection and identifying faulty water meters faster than before to allow us to act early and avoid any lasting or bigger issues. The pilot started just before the shutdown in December 2019 and has proved to be extremely valuable as we have already identified leaks that we were able to fix and have identified water meters that needed to be replaced. If successful, we will be looking at piloting the IOT devices for uses in different sectors of the community.

Jessi McKenzie is continuing to assist with the Dannevirke Rail Hub project, which has recently secured a supplier to conduct the investigation and determine the commercial viability of proposed hub. Jessi is also continuing to support the Long Term Plan project, which is progressing into the workshop stages and correlating with annual plan process. She is also continuing to support the section 17A review of Parks and Reserves, which enables TDC to make a more informed decision around governance, funding and delivery of services. Jessi is also assisting with the Pahiatua Swimming Pool project, working with Sport Manawatu, Sport NZ and others.

Tom has started working with the community in Woodville to assess options for resurfacing the tree sculpture, to ensure that this will last well into the future. He has also undertaken further work to refine operations on the raw water intake and storage in Woodville, along with continuing work in Eketahuna on plumbing in and filling the relocated Kliptank.

Pahiatua Water Treatment Plant



On site 16 January 2020



Steel reinforced concrete wall panels for the building are nearing completion offsite

Construction has continued on the Pahiatua Water Treatment Plant both on and offsite. The drainage work is nearly completed onsite, with the foundation work also drawing to a close. The offsite fabrication of the steel reinforced concrete wall panels has also been progressing, though the sheer amount of steel required has made this a challenging process. Once completed, these will be moved onto site to allow the building to be erected.

Work is also continuing at the Auckland Filtec factory in preparation for the water processing equipment installation, with procurement and fabrication occurring during the civil build process. A factory test of the plant equipment and SCADA control screens is planned early this year to provide additional assurance prior to the equipment installation.



Work continues at the Auckland Filtec factory to preassemble water processing equipment

Sport Manawatu Report 1 October to 31 December 2019

Tararua outcome areas:

1. The Tararua District exceeds the national average for Physical Activity, particularly in Schools.
2. People have the skills to safely and confidently cycle on our roads, shared paths, and cycleways.
3. Sport and Recreation facilities (Spaces and Places) across the District meet community requirements.
4. Sports and community sport events create social opportunities and economic benefits.

1. THE TARARUA DISTRICT EXCEEDS THE NATIONAL AVERAGE FOR PHYSICAL ACTIVITY, PARTICULARLY IN SCHOOLS

- The Tararua Recreation Advisor and BMS Facility Manager attended a pickleball introductory session in October at the Massey Recreation Centre hosted by Pickleball NZ. The sport originated in the US and has recently featured as a TV news story, with a focus on it as a senior sport. This has generated local interest in Pahiatua and Woodville. Bush Multisport Park looks to be first out of the gate with a KiwiSport application (mentioned further in funding).
- Throughout school term three and four the Tararua Recreation Advisor (TRA) has supported the Whanau Fit Programme on Monday nights along with Andre Hetariki. This is a Dannevirke based group who are currently working through a Racketlon module (variety of racket sports, mentioned further in Active Community Advisor content). This programme is showcasing a variety of different Tararua clubs to the course participants and continues to be well supported by Dannevirke Squash, Dannevirke Badminton and Dannevirke Tennis Clubs.
- November the TRA has begun a local business volunteer voucher project. This to date is local café/coffee providers supplying sponsorship of 4 x \$5 vouchers to instantly thank our hard-working local sport volunteers. It is hoped that this project maybe useable throughout the District if businesses in other Tararua towns will come on board. The pilot has been organised with: - The Fondest Love, Tonic Coffee and The Black Stump, of

Pahiatua. Recipients to date have been from Eketahuna, Alfredton, Pahiatua and Woodville. The recipients have been pleasantly surprised to be acknowledged and pleased to see sport being supported by local businesses.

- Woodville in Focus Inc –attended recent meeting held by the group and they are a recruiting phase to have other volunteers for their future committee project teams. It is great to see the group in a positive phase and achieving funding to add basketball hoops to reengage the local community to utilise the old tennis courts now as a shared space. This is a safe location for the community youth to recreate.
- Following the resignation of Kelly Christensen in October, Sport Manawatu have appointed Deanne Parkes as the new Tararua Recreation Advisor. Deanne resides in Ballance with her husband and three children. Deanne and her family have been heavily involved within the sports scene at both local and national levels. She joins the team having taught Sport and Exercise at EIT in the Hawke’s Bay, while the family are involved with Motocross. We look forward to Deanne starting with us in January and spending the early stage of her induction meeting with her community. In conclusion, we farewell Kelly who has made a significant contribution to the sector in the Tararua. We wish her and her family the very best with her new role within Council.
- We are continuing to gather insights into the role of physical activity in the District and support the Council’s aspirations of exceeding the national average for physical activity. The Tararua Recreation Advisor has been compiling a Sport and Recreation database of active sports clubs and groups delivering activities across the District. Our role is to identify community groups most in need of being active and support an improved quality of life through sport and active recreation.

Tararua Funding Opportunities

Support and administer Tararua Rural Travel Fund and Tararua International Representatives Fund. Explore and promote KiwiSport funding for Tararua clubs and schools.

- KiwiSport funding application for Bush Multisport Trust’s “Pick up a Racket” project was approved \$5,000 in the latest funding round. This project is centred around establishing more racket sports for primary school age at the facility. Bush Multisport Park has no ‘active’ tennis club and it is planned to provide tennis, badminton and pickleball rackets with generic nets, along with coaching to engage more juniors with these sports. Future plans are to be investigated to utilise the same equipment for our more senior members of the community are supported by the TRA and BMS Facility Manager. This project if successful it could be activated in other areas of the Tararua.

Sport Manawatu Programmes/Workshops in the Tararua

Deliver Green Prescription, Active Families and Strength and Balance programmes.

Ensure staff are available to assist the community to meet their play, sport and active recreation needs.

Green Prescription:

The Green Prescription team continues to provide our Phone Support Service in the Tararua. We provide:

- Fortnightly visits to meet with individual clients throughout the district. These meetings are wherever suits the client: Bush Multisport Stadium, Pahiatua gym, Wai Splash Community Pool, Activate Gym, parks, or in the home or workplace.
- Monthly information mailouts about activities available, getting organised, nutrition, home exercises, and managing health.
- Regular phone calls, emails and texts to help clients with information, advice, and encouragement

Referrals in the quarter October to December 2019:

- Eleven referrals:
- Three from the THG group
- Two from P.N. practices
- Four by the lovely MCDHB Physio at Dannevirke Community Hospital – well worth a visit to that referrer
- Two Self referrals
- Five registered onto Phone Support

TARARUA 5-WEEK PROGRAMME WITH NGA ORANGA O TE RA

It was a successful team-up with Nga Oranga o te Ra (the Rangitāne Community Mental Health group) for a 5-week programme. During the 5-week programme participant numbers varied from four to seven, although ten people registered. Three of the participants registered will be continuing their Green Prescription on Phone Support. During the programme activities were: Home exercises including resistance bands; walking – this was a walk including talks on how to make walking interesting and get the most out of it; Aqua Play at WaiSplash; Activate gym circuits – this was the most popular so we went back for a second session!

Also, during the programme each week an educational topic was covered, and resources handed out. Topics covered were: How to organise lifestyle; improvements; eating healthy; self-managing different health issues.

All participants received information about facilities and opportunities for activities in the Tararua, with a discount card to use at the pools and gym.

Active Families:

The Active Families programme in Tararua has continued to be delivered in Pahiatua at the Bush Multisport Stadium as it provides the ideal facilities for being physically active despite the weather.

We have received the following referrals over the last quarter:

- Seven new referrals with a mixture of self-referrals, GP referrals and practice nurse referrals
- Four referrals from Dannevirke, three referrals from Pahiatua, and one from Eketahuna
- Four of these referrals have engaged in the Active Teens programme here in Palmerston North, one has joined our Active Families programme based in Pahiatua, one referral has joined the Sport Manawatu Whanau Fit programme

The programme this quarter has included weekly sessions involving relevant summer sports taster sessions (Volleyball and T-Ball) to encourage participation outside of the programme. As well as a BoxFit session, backyard games, and fun fitness games families can easily play at home with not a lot of equipment. An end of year full review will be conducted of the Tararua Active Families programme to determine the most effective action plan heading into the next quarter.

Active Communities Advisor (ACA)

Earlier in the year the Whanau Fit Programme (WFP) was redesigned to better effect lifestyle changes in the target population in the Mid Central region, including the Tararua region. We extended the WFP from 1 Module of 10 weeks focussed on Triathlon disciplines, to 3 Modules of 10 weeks, each covering Sport (SP), Martial Arts and Fitness Industry (MA & FI), and Triathlon (TRI). (An Outdoor Recreation Module (OR) we developed was unsuccessful in securing funding but may still be added on during the next financial year).

The radical changes mentioned above were done with the intention to expose participants to more forms of activity, and in keeping with Sport Manawātū's move away from direct delivery, by working with regional and local organisations already doing these things. Thereby the programme can support and profile those organisations and clubs simultaneously. During term 3 2019, participants of the Whanau Fit Programme took part in activities delivered by the following local persons or organisations:

- Activate Gym – Step Class (led by Erana Peeti-Webber)
- Bush Multisport Park – Circuit Class (led by Tim Sorensen)
- Tararua Kyokushin Karate Club – Karate (led by Bob Fryer)
- Bam's Boxing Gym – Boxing (led by Adam 'Bonesy' Jones)
- Dannevirke Taekwondo Club – Taekwondo (led by Jock Henderson)
- Begin Where You Are Yoga – Yoga (led by Emma Elliot)
- WaiSplash – Aquacise (led by Api Churchouse)

- Stronghold Grappling Academy – Brazilian Jiu Jitsu (led by Jaron Vince)
- Te Kete Hauora - Mau rākau (led by Wharemake Paewai)

Following on from the FI & MA Module, term 4 continued with the Sport Module based on the four common racquet sports that combined make up Racketlon – Badminton, Squash, Table Tennis, and Tennis. However, the focus in the Tararua region was narrowed down to Dannevirke, as all registered participants live in or around that area. Partnerships for delivery were formed with:

- Dannevirke Badminton Club (Hilary Hirst)
- Dannevirke Tennis Club (Albert Saunders)
- Dannevirke Squash Club (Erana Peeti-Webber/Albert Saunders)

The ACA liaised with all the above clubs who were very willing to open their doors, and provide equipment, coaching and training according to their respective capacity. Coaching was provided for badminton, table tennis and tennis by external governing bodies or professionals within the wider region:

- Badminton Manawatū – Josh Curry
- Table Tennis Manawatū – Matt Ball
- Victor Romero (professional tennis coach)

During this period, those partnerships helped identify areas where support is needed, to better benefit the community. We have begun looking at various ways Sport Manawatū could help address these issues, whether it's equipment, coaching, support for volunteers, or potential collaboration where clubs work together to fulfil a larger community need, and improve their own current situation surrounding membership rates, and long-term sustainability.

Community Group Strength and Balance:

- There are now 10 Strength and Balance classes endorsed on the 'Live Stronger for Longer' website across the Tararua District.
- We continue to connect and engage with existing exercise providers throughout the Tararua District.
- We have created a 'Use it or lose it booklet' which provides a list of all approved classes in the District. Booklets have been placed in both the Dannevirke and Pahiatua public libraries.
- Sport Manawatu is working closely with the 'Falls Prevention Team' which comprises the Strength and Balance coordinator, In-home Coordinator and Fracture Liaison nurse and the regions Safe Mobility Council to identify ways to connect clients to health services.

- The group have also developed a quick reference flowchart for health professionals, which provides information on the different programmes and pathways to the services available.
- Promoting the programme as part of the Healthy Aging Discovery workshops and Super Senior Expos.

Sport Manawatu Workshops – Coach Capability Advisor:

- WICKED coaching Programme – 2 sessions delivered – Introduction session and building your coaching capability session – 22 female coaches registered for the programme from across the region.
- Three Coach Volunteer workshops were scheduled at Bush Park during the quarter. They included:
 - Planning programme session
 - Team building/Culture
 - K tape strapping

2. PEOPLE HAVE THE SKILLS TO SAFELY AND CONFIDENTLY CYCLE ON OUR ROADS, SHARED PATHS, AND CYCLEWAYS.

Sport Manawatū have continued to progress actions within this outcome area relating to becoming an NZTA BikeReady National Cycle Skills region. The NZTA BikeReady programme centres on quality standards and measures which includes spending more instructional time with individual participants. The programme includes an increase in funding that will greatly assist with building local capacity (developing more quality Cycle Skills Instructors and getting more children riding a bike).

In October, the TRA supported the Active Transport Advisor with the Sport Manawatu School Cycle Skills programme at Huia Range School, Dannevirke and in November Roslyn School, Palmerston North. The additional programmes assisted the Tararua Recreation Advisor qualify as a national Skills Active Cycle skills instructor.

Alterations to the School Cycle Skills programme see a concentration on quality of delivery and experience for the end participant rather than quantity completing the sessions. This has meant an increase the length of delivery at a school due to reduced instructor/student ratios.

Sport Manawatū will focus on Year 5 and 6 students believing they have the required maturity and mental acumen to benefit from the programme. We have also gained valuable insights through School pre-programme surveys to support this rationale. We have begun to identify programme benchmarks in addition to developing a case study to assess students, teachers and parents' attitudes and behaviours to cycling. Sport Manawatu in partnership with the Council will monitor progress as part of a long-term study to address the decline of children riding a bike. The Schools we are partnering with in this annual period include:

- Huia Range ***Yr7/8 students 62 students completed the Grade 1 (on court skills) and 54 of those went on to complete the Grade 2 (on road) training. We chose Yr7/8 students to ensure continuity for 2020 programme.***
- 2020 Schools ***Huia Range Yr5/6/7 also to ensure no gaps in the programme.***

A full analysis from the survey findings will be presented in our annual report due in August 2020.

3. SPORT AND RECREATION FACILITIES (SPACES AND PLACES) ACROSS THE DISTRICT MEET COMMUNITY REQUIREMENTS.

Bush Multisport Facility Manager:

- Kelly Wylie and Raylene met with Iain Anderson Tararua college Principal to discuss setting up an “Angel Fund” which would subsidise College student’s sport subscriptions. Tararua College currently have an Educational Trust we asked if this could be made into a Sports and Educational Trust. Iain will talk to the committee to see what their thoughts are of this idea. If accepted changes would need to be made to their constitution. Funding would be applied for and donations for the community would kindly be received.
- Bush Multisport have set a Bush Sports Bank which is a community sports bank, which you can donate sports gear or come and grab what you need no questions asked.
- Grandstand toilet upgrade completed at the start of November, looks wonderful.
- Due to popular demand the Trust purchased another basketball hoop, with a netball hoop attached which has been placed at the end of the half court.
- Congratulations must go to the Bush and Eketahuna Rugby Club’s for organising a fundraiser for Jeff Ebbett who has been diagnosed with terminal cancer. Jeff has played rugby for both clubs. The day start off with a friendly rugby match against Bush and Eketahuna. With Eketahuna securing the win. Raffles and auctions were held with a meal and drinks upstairs in the lounge bar. Approx. \$30,000 was raised. Tremendous effort!!
- Bush Primary Schools annual maths competition organised by Mangatainoka School was held in the upstairs lounge on 20 September. 70 children participated, lots of supporters attended.
- WIFI installed in upstairs lounge to give the room better connectivity.
- \$40K received from Eastern and Central Community and Trust House for a 14m x 7m storage shed to be attached to the stadium with internal and external access to store equipment.

- Bush Multisports Trust Xmas Function will be held on 17 December, Life Membership Certificates will be awarded to Julie Jackson, Angela Leatherby, Kelly Parker and Sam Ellingham.
- The Board wish to acknowledge Colin Veale's contribution, dedication and support he has given to the BMST since inception in 2004, he has been amazing, and we truly appreciated his support and wish him well in his retirement.
- Sport NZ and Sport Manawatu facilitated a workshop with representatives from the Council and Pahiatua on Track regarding a process to complete the needs assessment for the proposed community pool. Sport Manawatu through its Insights Analyst will be assisting the group to capture community feedback. A timeline has been agreed on when the tasks will be completed.

4. SPORTS AND COMMUNITY SPORT EVENTS CREATE SOCIAL OPPORTUNITIES AND ECONOMIC BENEFITS.

No events held in the Tararua District for the quarterly reporting period.

1. Recommendation

- 1.1 ***That the report from the Chief Executive dated 22 January 2020 concerning an update on key projects and items of interest to the Council (as circulated) be received.***

Attachments

Nil.