



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 27 January 2021** commencing at **1.00pm**.

Bryan Nicholson
Chief Executive

Agenda

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

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

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

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

- 5. Notification of Items Not on the Agenda**

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

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

6. **Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business**
7. **Personal Matters**
8. **Confirmation of Minutes** **5**
Recommendation
That the minutes of the Council meeting held on 9 December 2020 (as circulated) be confirmed as a true and accurate record of the meeting.
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**
Recommendation
That the report of the Dannevirke Community Board meeting held on 7 December 2020 (as circulated) be received.
- 10.2 **Eketāhuna Community Board** **21**
Recommendation
That the report of the Eketāhuna Community Board meeting held on 14 December 2020 (as circulated) be received.
- 10.3 **Pahiatua On Track** **27**
Recommendation
That the report of the Pahiatua On Track meeting held on 2 December 2020 (as circulated) be received.
- 10.4 **Woodville Districts' Vision** **31**
Recommendation
That the report of the Woodville Districts' Vision meeting held on 1 December 2020 (as circulated) be received.

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 Staff Report

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12. 2021/2031 Long Term Plan

Recommendation

That the following timeline, key dates and meetings schedule be confirmed by Council for the purpose of undertaking and completing the 2021/2031 Long Term Plan process.

- 10 February at 1.00pm Council workshop
- 17 February at 1.00pm Council workshop
- 24 February at 9.00am Council workshop
- 30 March at 1.00pm Audit and Risk Committee
- 7 April at 1.00pm Extraordinary Council meeting to adopt draft Long Term Plan for consultation
- 12 April notify draft Long Term Plan and commence consultation for making submissions
- 12 May closing date for consultation to receive submissions
- 18 May Extraordinary Council meeting to hear submissions
- 19 May Reserve day to hear submissions if required
- 26 May at 1.00pm Council meeting to determine submissions
- 22 June at 1.00pm Audit and Risk Committee meeting
- 30 June at 1.00pm Council meeting to adopt Long Term Plan and set rates

13. Portfolio Reports

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

14. Mayoral Matters

15. Items Not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 5

16. Public Excluded Item of Business

Recommendation

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

Chief Executive's report (to be tabled)

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>Chief Executive's report</i>	<i>To protect the privacy of natural persons</i>	<i>Section (1)(a)(i)</i>

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

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

17. Closure



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 9 December 2020 commencing at 1.00pm.

1. Present

Her Worship the Mayor - Mrs T H Collis (attending remotely via Teams), 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 (until item 4.2.5).

In Attendance

Mr B Nicholson	- Chief Executive
Mr R Taylor	- Governance Manager
Mr R Suppiah	- Chief Financial Officer
Mr C Chapman	- Infrastructure Strategy Manager
Mr D Watson	- Group Manager Plant and Property
Mr P Wimsett	- Manager Strategy and District Development
Mr C Lunn	- Manager Regulatory Services
Mr C McKay	- Finance Manager
Mrs S Walshe	- Senior Financial Accountant
Ms T Love	- Senior Projects Manager
Mr D Geary	- Alliance Director
Ms J McKenzie	- Projects Manager
Ms D Perera	- Audit Director Audit New Zealand (for item 10.2)

- 1.1 The Deputy Mayor welcomed Leeroy Harris (a senior student leader from Tararua College with an interest in local government), Louise Powick (Pahiatua On Track Chairperson), Vicky Tomlinson (Woodville Districts' Vision Chairperson), Margaret Kouvelis and James Stewart (New Zealand Rural Games Trust) to the meeting.

2. Council Prayer

- 2.1 The Deputy Mayor opened the meeting with the Council Prayer.

3. Apologies

- 3.1 Nil

4. Public Forum

4.1 Season's Greetings

4.1.1 Santa Claus entered the meeting to wish Council and those in attendance a merry Christmas and happy New Year.

4.2 New Zealand Rural Games

4.2.1 Margaret Kouvelis and James Stewart spoke on the arrangements for the New Zealand Rural Games held at Palmerston North from 12 to 14 March 2021 in the Square.

4.2.2 This event is a premier celebration of rural sports, and provides a great family weekend of entertainment and lots of opportunities to participate in the fun-packed festival programme.

4.2.3 The event costs nearly \$1million to arrange, with Government contributing \$200,000 from its Domestic Events Fund, support from various sponsors, and a request to local government in the region for an amount of \$140,000. The proposed funding that Tararua District Council is being asked to provide is \$5,000 towards the total sum sought from councils in the region.

4.2.4 The New Zealand Rural Games bring rural and urban communities together, and are a platform to show what is being done on the land.

4.2.5 Country Calendar will be covering the event through six episodes on national television, and it is intended to look at opportunities to acknowledge the districts of the region to celebrate the rural sector and its contribution to their communities.

4.2.6 Cr S M Wards departed from the meeting at 1.20pm.

4.3 Events in Woodville

4.3.1 Vicky Tomlinson extended an invitation to attend the Woodville Christmas parade and coast to coast motorcycle ride held in Vogel Street starting at 11.30am on 12 December 2020.

4.3.2 A community barbecue will also be held on that day at 4.00pm to thank essential workers for their efforts and commitment to supporting the community during Covid-19 and the period of lockdown.

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 Cr E L Peeti-Webber declared a conflict of interest concerning item of business 10.3 regarding ratification (identification) of proposed priority thoroughfares for earthquake-prone buildings.

7. Personal Matters

- 7.1 The passing of Barry Gleeson (a former Dannevirke County Council staff member) is noted.

8. Confirmation of Minutes

- 8.1 *That the minutes of the Council meeting held on 25 November 2020 (as circulated) be confirmed as a true and accurate record of the meeting.*

Crs Sutherland/Franklin

Carried

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

9.1 CRM System (Item 10.2.4)

- 9.1.1 The CRM system has been reviewed with regard to clarifying and making it easy to understand its purpose as a way for residents to contact Council to report requests for service requiring attention and follow up.

9.2 Road Closure Requested Under the Tenth Schedule of the Local Government Act 1974 (Item 11.4)

- 9.2.1 Clarification is sought regarding the basis of the road closures for the Pahiatua Christmas parade and market day events held on 5 December 2020.

- 9.2.2 The application approved by Council is the closure of Main Street from Wakeman and Tui Street to Dawson and Edward Street for the period of 8.30am to 2.00pm. This enabled market day to be held from 9.00am to 2.00pm with the Christmas parade at 12noon.

- 9.2.3 It is disappointing that the road closures implemented resulted in businesses losing the ability to operate most of that day, with many of them already experiencing a financial impact while the town centre upgrade work is occurring.

- 9.2.4 There was an understanding this situation would not occur in terms of the arrangements made to enable these community events to be held without significantly disadvantaging businesses.

10. Reports

10.1 Audit and Risk Committee

10.1.1 *That the report of the Audit and Risk Committee meeting held on 17 November 2020 (as circulated) be received.*

Crs Hull/Johns

Carried

10.2 Adoption of the 2019/2020 Annual Report

10.2.1 The Audit Director Audit New Zealand advised an unmodified opinion on the audited information of Council's 2019/2020 Annual Report is issued, excluding the statement of service performance.

10.2.2 A qualified opinion is issued on the statement of service performance as a result of the limitation of scope with respect to the verification of the number of complaints for some services.

10.2.3 This relates to an interpretation on when to record CRM's as a complaint for the water and wastewater measures, being the mandatory water measures required by Department of Internal Affairs.

10.2.4 The Senior Financial Accountant acknowledged the work undertaken in completing the audit, with preparation of the summary document being progressed to make it publicly available within one month of adopting the Annual Report.

10.2.5 *That the report from the Senior Financial Accountant dated 2 December 2020 concerning adoption of the 2019/2020 Annual Report (as circulated) be received, and*

That Council adopt the 2019/2020 Annual Report in accordance with Section 98 of the Local Government Act 2002 subject to the correction of any typographical errors or changes which may be required.

Crs Johns/Hull

Carried

10.3 Ratification (Identification) of Proposed Priority Thoroughfares for Earthquake-prone Buildings

10.3.1 Cr E L Peeti-Webber previously declared a conflict of interest regarding this item of business, and abstained from discussion and voting on the motion concerning that matter.

10.3.2 *That the report from the Manager Regulatory Services dated 2 December 2020 concerning ratification (identification) of proposed priority thoroughfares for earthquake-prone buildings (as circulated) be received, and*

That Council formally ratify (identify) the proposed priority thoroughfares illustrated for Dannevirke, Woodville, Pahiatua and Eketāhuna as detailed in attachments Annex A, B, C and D of this report.

Crs Sutherland/Johns

Carried

10.3.3 Crs A K Franklin and S A Hull requested their dissenting votes be noted regarding the decision concerning this item of business.

10.4 **Climate Action Joint Committee**

10.4.1 *That the report from the Manager Strategy and District Development dated 2 December 2020 concerning the Climate Action Joint Committee (as circulated) be received, and*

That Council agree to the Joint Climate Action Committee Manawatū-Whanganui Region Agreement and Terms of Reference, and

That Council appoint a joint committee (with the Horizons Regional Council and other territorial authorities within the Manawatu - Whanganui region) to be called the Climate Action Joint Committee pursuant to clause 30(1)(b) of Schedule 7 of the Local Government Act 2002, and

That Council adopt the Terms of Reference for the Climate Action Joint Committee set out in the Joint Climate Action Committee Manawatū-Whanganui Region Agreement and Terms of Reference, and

That Council appoint Mayor T H Collis or a nominee to be determined at her discretion if she is not available as the representative on the Climate Action Joint Committee, and

That the above decision take effect when all other councils in the region confirm they have appointed the Climate Action Joint Committee.

Crs Hull/Treder

Carried

10.5 **Staff Report**

10.5.1 **Camping Ground Statistics**

10.5.1.1 It is noted that all of Council's camping ground facilities are being well supported and showing an increase of visitors to the district.

10.5.1.2 Staff are monitoring to ensure camping grounds do not experience an impact resulting from increased use of these facilities by permanent campers.

10.5.2 **Sale of Former Infracon Depot in Woodville**

10.5.2.1 The sale and purchase agreement with Ngāti Kahungunu ki Tamaki nui-a-Rua Trust to purchase this property becomes unconditional on 16 December 2020, with settlement on 1 April 2021 subject to financing.

10.5.2.2 The Manager Strategy and District Development is to follow up this matter, and as part of the terms of agreement lawyers CR Law are preparing suspensory loan documents relating to the basis of the conditions applied by Council regarding the sale price.

10.5.3 ***That the report from the Chief Executive dated 3 December 2020 concerning an update on key projects and items of interest to the Council (as circulated) be received.***

Crs Hull/Treder

Carried

11. Portfolio Reports

11.1 Nil

12. Mayoral Matters

12.1 Nil

13. Items Not on the Agenda

13.1 Nil

13.2 The meeting adjourned at 2.15pm and resumed at 2.20pm.

14. Public Excluded Item of Business

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

Chief Executive's report

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

<i>General subject matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under Section 48(1) for the passing of this resolution</i>
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This resolution is made in reliance on Section 48 (1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

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

Crs Hull/Treder

Carried

14.3 **That open meeting be resumed.**

Crs Hull/Isaacson

Carried

There being no further business the Deputy Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 3.28pm.

Mayor



Dannevirke Community Board

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 26 Gordon Street, Dannevirke on Monday 7 December 2020 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

Mrs T Collis - Her Worship the Mayor
Mr B Nicholson - Chief Executive
Mr R Taylor - Governance Manager

2. Apologies

2.1 Nil

3. Public Forum

3.1 Nil

4. Personal Matters

4.1 Nil

5. Notification of Items Not on the Agenda

5.1 The following matter is notified as an item of general business not on the agenda for discussion at today's meeting:

- Cole Street community walkway

6. Confirmation of Minutes

6.1 *That the minutes of the Dannevirke Community Board meeting held on 2 November 2020 (as circulated) be confirmed as a true and accurate record of the meeting.*

Macdonald/Hynes

Carried

7. Matters Arising from the Minutes

7.1 Christmas Trees Competition (Item 7.3)

7.1.1 The Christmas trees competition will be held at the Masonic Rawhiti Lodge in High Street from 14 to 24 December 2020, and is open between the hours of 10.00am to 2.00pm daily with twenty entries received at this time.

7.1.2 It will also open by arrangement for groups to view this festive attraction, and a roster of board members to assist in coordinating the opening of the venue has been prepared.

7.1.3 Cr E L Peeti-Webber has donated some prizes for the competition to acknowledge the best Christmas trees that receive the most votes from the public.

7.2 Dannevirke Mitre 10 Christmas Parade (Item 9.2.1)

7.2.1 The Dannevirke Mitre 10 Christmas parade arranged by Dannevirke Chamber of Commerce was held on 5 December 2020, with forty entries registered and thirty-six participating on the day.

7.2.2 A prizegiving ceremony will be held today at 5.15pm to announce the category winners judged the best floats, and board members are invited to attend this event held at the Saigon Restaurant and Bar.

7.2.3 A new sponsor will be required next year as the commitment from Mitre 10 to support this event has been completed, and Dannevirke Chamber of Commerce will be considering options as part of planning future arrangements.

7.3 Wheel Park Project (Item 7.2)

7.3.1 About forty people attended the meeting held on 9 November 2020 in the Scout Hall for the purpose of community consultation on the wheel park project.

7.3.2 It is intended that planning for the wheel park project be considered in conjunction with discussions regarding the development of a proposed Dannevirke multisport complex.

7.3.3 This will enable an understanding to be gained regarding the feasibility of establishing that facility to provide for future needs and requirements to develop such sporting and recreational areas in Dannevirke.

8. Tararua District Council Report

8.1 ***That the report of the Tararua District Council meeting held on 25 November 2020 (as circulated) be received.***

Spooner-Taylor/Macdonald

Carried

8.2 **Proposed Priority Thoroughfares for Earthquake-prone Buildings**

8.2.1 It is noted the Council after giving consideration to the submissions received agreed to the potential removal of the following sections of roads relating to proposed priority thoroughfares for Dannevirke:

- Barraud Street between High Street to Denmark Street
- Gordon Street western section
- Ward Street
- Allardice Street

8.2.2 The Council will ratify (identify) at its December meeting the basis of the priority thoroughfares with regard to earthquake-prone buildings and associated statutory requirements in respect of that matter.

8.3 **CRM System**

8.3.1 The CRM system to report requests for service has been reviewed on the website with regard to making it easy to contact Council through a report it graphic icon symbol provided for that purpose.

8.4 **Introduction to New Chief Executive**

8.4.1 Council's new Chief Executive Bryan Nicholson was introduced by the Mayor to board members, and he spoke on his background and looking forward to working in that role to deliver long-term strategies with a community focussed direction for the district's growth.

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

9.1 **Dannevirke Brass Band**

9.1.1 Board Member Spooner-Taylor reported Dannevirke Brass Band participated in the Dannevirke Christmas parade with support from nineteen out of town band's people travelling to attend and be part of that event.

9.1.2 Dannevirke Brass Band has a busy period playing at various community events leading up to Christmas.

9.2 **Tararua Emergency Management Committee**

9.2.1 Board Member Spooner-Taylor reported on the Tararua Emergency Management Committee meeting held on 12 November 2020, including reference to the following matters:

- Partnership with Ngāti Kahungunu ki Tamaki nui-a-Rua to support their first responder team.
- Focus on recovery projects, the possibility of Covid-19 resurgence and drought planning.
- Emphasis on engaging with the social sector and maintaining relationships

with key agencies for ongoing welfare response and building community resilience.

- Establishing safer communities and encouraging and supporting Rural Support Trust activities.

9.3 **Dannevirke Chamber of Commerce**

9.3.1 The Deputy Chairperson reported Dannevirke Chamber of Commerce held a very successful after five's meeting to visit Metalform and view the products they design and manufacture at their factory.

9.4 **Tararua Community Youth Services**

9.4.1 The Deputy Chairperson reported on various matters relating to Tararua Community Youth Services, including reference to the following:

- The three young women that tragically died in a fatal crash near Takapau were previously connected with Tararua Community Youth Services, which paid tribute as a mark of respect to honour and remember them.
- There have been 182 youth attend various programmes provided through Tararua Community Youth Services, with some people not in education, employment or training being supported into work.
- The Eastern Institute of Technology education and workforce development welding course was very successful, and a small motors and mechanics course is being planned.
- Tararua Community Youth Services shall be the venue for driver licences in Dannevirke.
- The KaiPai project is working with a number of agencies and organisations throughout the district to operate a food rescue service to get food out to whanau in need before it goes to the landfill.

9.5 **Dannevirke Information Centre**

9.5.1 Board Member Macdonald reported a part-time assistant has been employed to provide back up for the Dannevirke Information Centre Manager.

9.5.2 Dannevirke Information Centre have not requested a review of the charge for electricity and management of the digital electronic sign installed at the Dannevirke Town Hall, with an invoice for \$500 received in relation to the annual amount payable to them for providing this service.

9.6 **Dannevirke and District A and P Association**

9.6.1 Board Member Macdonald reported Dannevirke and District A and P Association held its Annual General Meeting on 19 November 2020, with Pamela Henricksen appointed as their new president and Brian Beale is vice president.

9.6.2 Planning is progressing for the arrangements of the annual A and P show held at the showgrounds on 5,6 and 7 February 2021.

10. Correspondence

10.1 *That the correspondence as listed be received.*

(a) *Pongaora Craft Group*

Re: Request for financial assistance operational grant

(b) *Dannevirke Athletic Club*

15 November 2020

*Re: Request for financial assistance to offset
Dannevirke Domain grounds hireage cost*

(c) *Dannevirke and District A and P Association*

19 November 2020

*Re: Request for financial assistance towards
A and P show costs*

(d) *Dannevirke Brass Band*

*Re: Request for financial assistance to offset
out of town band's people travel costs to
play at the Dannevirke Christmas parade*

Macdonald/Spooner-Taylor

Carried

10.2 *Pongaroa Craft Group*

10.2.1 *That the Board grant from its discretionary funds the sum of \$1,000 to Pongaroa Craft Group as assistance towards the costs of operating and maintaining their building and community activities in Pongaroa.*

Macdonald/Spooner-Taylor

Carried

10.3 *Dannevirke Athletic Club*

10.3.1 *That the Board grant from its discretionary funds the sum of \$171 to cover the cost of Dannevirke Athletic Club's Dannevirke Domain grounds hire charges for the 2020/21 season.*

Hynes/Macdonald

Carried

10.4 *Dannevirke and District A and P Association*

10.4.1 *That the Board grant from its discretionary funds the sum of \$500 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 5 to 7 February 2021 at the showgrounds.*

Hynes/Macdonald

Carried

10.5 **Dannevirke Brass Band**

10.5.1 ***That the Board grant from its discretionary funds the sum of \$600 to Dannevirke Brass Band for providing petrol vouchers to help offset the cost of out of town band's people travelling to play at the Dannevirke Christmas parade.***

Hynes/Walsh

Carried

11. 2021 Meeting Dates

11.1 The following are the dates of the Board's meetings scheduled to be held in 2021:

- 1 February
- 1 March
- 6 April (Tuesday due to Easter)
- 3 May
- 8 June (Tuesday due to Queen's Birthday)
- 5 July
- 2 August
- 6 September
- 4 October
- 1 November
- 6 December

12. Items Not on the Agenda

12.1 **Cole Street Community Walkway**

12.1.1 The Deputy Chairperson on behalf of Dannevirke Rotary Club Charitable Trust requested it be ascertained when their project can proceed to extend the community walkway down Cole Street.

12.1.2 This has been delayed due to a number of reasons preventing work from occurring, and they were previously advised their project could be undertaken late this summer as the Cole Street water main replacement was anticipated to be completed by the end of March.

12.1.3 They have now been informed the Cole Street community walkway extension will be further delayed by another year in terms of when replacement of the Cole Street water main is programmed, and this situation is causing the community group some uncertainty and concern in relation to being able to progress their project.

12.1.4 The Chief Executive agreed to seek clarification from the Infrastructure Strategy Manager regarding the background relating to this matter, and determine the timeline for the community walkway project to proceed.

13. Chairperson's Remarks

13.1 Dannevirke Market Day

13.1.1 The Chairperson proposed for consideration next year as part of planning the arrangements regarding Dannevirke market day to introduce the concept of a Dannevirke dollars day promotion.

13.2 Review of the Board's Year

13.2.1 The Chairperson reflected on the Board's year through reviewing its activities and achievements, including reference to the following matters:

- Installation of the digital electronic sign at the Dannevirke Town Hall.
- Impact of Covid-19 lockdown leading to the cancellation of the Anzac Day community concert.
- Weekly coffee mornings to connect with the community were held in July and were well received.
- Laying of a wreath at the clock tower on 15 March 2020 for the Dannevirke community remembrance time for victims of the Christchurch mosques terrorist attack which happened on that day last year.
- Ongoing delays with being able to progress the Cole Street community walkway extension.
- Allocation of nearly \$12,000 in funding to community groups from the Board's General Assistance Grants Scheme.
- The Wackrow Memorial Youth Award was held in August, with the guest speaker at the presentation being Suresh Patel and the winner was Clare Seatter.
- Dannevirke Spring Festival was arranged, but due to Covid-19 restrictions some events could not proceed as planned and were postponed or cancelled.
- Dannevirke market day held on the Friday prior to Labour Day weekend was very successful, with the weather being fine and attracting people to town.
- Dannevirke Christmas trees competition is held this month.

13.2.2 The Chairperson conveyed his thanks to board members for their work and contributions to making these projects happen, and acknowledged the assistance and support of the Deputy Mayor as the Board's Council appointed representative and the time given by the Mayor and Governance Manager in attending its meetings.

13.2.3 Thanks are extended to the Hawke's Bay Today Dannevirke News and Bush Telegraph reporters for covering the Board's meetings throughout the year, with best wishes extended to all those at the meeting for a merry Christmas and happy New Year.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 1.50pm.

Chairperson



Eketāhuna Community Board

Minutes of a meeting of the Eketāhuna Community Board held in the Eketāhuna War Memorial Hall, corner of Jones Street and State Highway 2, Eketāhuna on Monday 14 December 2020 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

Mrs T Collis - Her Worship the Mayor
Mr B Nicholson - Chief Executive
Mr R Taylor - Governance Manager

2. Apologies

2.1 Nil

3. Personal Matters

3.1 Dennis Dougherty is standing down from the position of Eketāhuna Rugby Club President, having given 17 years of service in that role and 47 years of being involved as a player, coach and committee member. He was also instrumental in bringing Super 15 Rugby to the district.

4. Notification of Items Not on the Agenda

4.1 Nil

5. Confirmation of Minutes

5.1 *That the minutes of the Eketāhuna Community Board meeting held on 9 November 2020 (as circulated) be confirmed as a true and accurate record of the meeting.*

Carew/Clifton

Carried

6. Matters Arising from the Minutes

6.1 Severe Weather Event (Item 6.1)

6.1.1 Another torrential deluge of rain occurred in Eketāhuna in late November, with the disabled parking ramp being widened so water could get through and away without building up and causing flooding in the town centre.

6.1.2 A cache of sandbags has been delivered to the back of the Chorus building for future use if required to enable short-term community led protection in such situations should they result in the potential for flooding to occur.

6.2 Town Centre CCTV Security Cameras Monitoring System (Item 6.4)

6.2.1 Eketāhuna Police Officer Jymahl Glassey is still working on possible options to be proposed for consideration to extend the scope of the existing security cameras monitoring system in Eketāhuna.

6.3 Eketāhuna Topographical Map (Item 6.5)

6.3.1 The preferred option is to consider relocating the Eketāhuna topographical map for public display in the Eketāhuna Community Centre.

6.3.2 Board Member Carew will submit a CRM requesting some minor maintenance is undertaken at the Eketāhuna Community Centre including replacement of the curtains that are very old and faded.

6.4 Armistice Day (Item 10)

6.4.1 A very successful Armistice Day service was held in Eketāhuna supported by New Zealand Army Tenth Transport Company and the Anzac Mounted Troopers.

6.4.2 The afternoon tea event held in the Nireaha Hall as part of the arrangement for Armistice Day events in the Eketāhuna community was well received, with the visit of the Anzac Mounted Troopers greatly appreciated and enjoyed.

6.4.3 A proposal is to be considered to place in the town centre some hitching posts made from railway sleepers with a commemorative plaque to honour the memory of the local men who served in the Eketāhuna Mounted Rifles.

6.5 Water Supply Levels Sign (Item 13.2)

6.5.1 Alternate day water restrictions have been applied district-wide to promote water conservation and use of this precious resource wisely and well.

6.5.2 This will assist to build resilience for the anticipated hot and dry period of summer which is predicted to occur, and help manage the status of water supply levels to lessen the impact when rivers are in low flow.

7. Tararua District Council Report

7.1 ***That the report of the Tararua District Council meeting held on 25 November 2020 (as circulated) be received.***

McGhie/Carew

Carried

7.2 **CRM System**

7.2.1 The CRM system to report requests for service has been reviewed on the website with regard to making it easy to contact Council through a report it graphic icon symbol provided for that purpose.

7.3 **Priority Thoroughfares for Earthquake-prone Buildings**

7.3.1 Council ratified (identified) at its December meeting the basis of the priority thoroughfares with regard to earthquake-prone buildings and associated statutory requirements in respect of that matter.

7.3.2 The area this applies to in Eketāhuna is Main Street (State Highway 2) between Church Street and Haswell Street.

7.4 **Council Debt**

7.4.1 The amount of Council debt is noted with regard to the approach being taken to manage and invest in the development of infrastructure and capacity to future-proof the district for growth.

7.5 **Pukaha Mount Bruce National Wildlife Centre**

7.5.1 Bob Francis has retired from the position of Pukaha Mount Bruce National Wildlife Centre Board Chair, and his service in this role from 2008 to 2020 is acknowledged.

7.5.2 He is replaced by two co-chairs that are highly experienced locals, being Georgina Morrison and Dr Claire Matthews of Pahiatua.

7.6 **Local Government New Zealand Zone 3 Meeting Hosted by Ruapehu District Council**

7.6.1 There was a presentation at this meeting with an emphasis on recycling and the need for New Zealand to do better than the current approach, particularly regarding the amount of food wastage that is occurring.

7.7 **Waireka Community Trust**

7.7.1 This organisation has operated for twelve years starting with funds of \$2.4million, donated \$1million to community projects in Woodville, Pahiatua and Eketāhuna, and as at 30 June 2020 held funds of \$4.8million.

7.7.2 Mayor Tracey Collis is the new Chairperson of the Waireka Community Trust, and Max Mayer is the representative for Eketāhuna.

7.8 **Te Ahu a Turanga Manawatu Tararua Highway**

7.8.1 The Chairperson and Cr R A Treder attended the Waka Kotahi New Zealand Transport Agency public information session in Pahiatua regarding an update on the Te Ahu a Turanga Manawatu Tararua Highway project.

7.8.2 On Friday of last week Transport Minister Michael Wood broke ground for the Te Ahu a Turanga Manawatu Tararua Highway project, and he was joined by Prime Minister Jacinda Ardern in Woodville to mark the occasion along with Mayor Tracey Collis, local Members of Parliament Tangi Utikere and Kieran McAnulty, iwi and community leaders.

7.9 **Introduction to New Chief Executive**

7.9.1 Council's new Chief Executive Bryan Nicholson introduced himself to board members, and spoke on his background and looking forward to working in that role to deliver long-term strategies with a community focused direction for the district's growth.

7.10 **Thanks and Appreciation**

7.10.1 The Mayor conveyed her thanks and appreciation to board members for their work throughout the year in connecting with the community.

7.10.2 The positive momentum and welcoming environment of Eketāhuna is acknowledged, and this was reflected in such events as the civic honour presentation to Margaret Parsons, Alf Rowden Humanitarian Award presentation to Rena Tyler, and the Anzac Mounted Troopers attendance at the Armistice Day service.

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

8.1 **Tararua Emergency Management Committee**

8.1.1 The Chairperson reported on the Tararua Emergency Management Committee meeting held in Dannevirke on 12 November 2020, including reference to the following matters:

- New Chief Executive Bryan Nicholson (who is an experienced controller) was introduced to committee members.
- Preparations are under way for summer, with fire and water restrictions applied early and investigations being undertaken to access a water tanker for the southern part of the district.
- Being prepared to respond if a resurgence of Covid-19 occurs necessitating the need for restrictions and support for the community.
- An update was given on the generator assessment by the Manawatu/Whanganui Lifelines Advisory Group. They now have a list of generators that are available for sale or hire across the district.
- The new Senior Sergeant for the district based in Dannevirke is Dave Fraser.
- The Board's Chairperson reported on the flooding of shops in Eketāhuna, and a substation being hit by lightning leaving people without power for a short time while generators were brought in to assist.

8.2 **Tararua District Road Safety Group**

8.2.1 The Deputy Chairperson reported on the Tararua District Road Safety Group meeting held in Dannevirke on 8 December 2020, including reference to the following matters:

- Waka Kotahi New Zealand Transport Agency were requested to provide an update on the Saddle Road maintenance programme and intentions for driver education initiatives.
- Physical works to upgrade Route 52 are to commence in January 2021.
- The Regional Road Safety Coordinator has undertaken an initiative on child restraints and ensuring they are correctly installed.
- There are new regulations regarding school zones, with Tararua Alliance planning for the next three year cycle of Waka Kotahi New Zealand Transport Agency funding to update and revise speed zones around schools.

9. Correspondence

9.1 *That the correspondence as listed be received.*

(a) Loreen and Kerry Cunningham

Re: Eketāhuna Camping Ground October report

(b) Eketāhuna Our Town Incorporated

Re: 8 October 2020 and 12 November 2020 committee meeting minutes and reports

Carew/Clifton

Carried

9.2 **Eketāhuna Camping Ground**

9.2.1 It is pleasing to note Eketāhuna Camping Ground has very good bookings for the Christmas/New Year period, with a lot of families coming back year after year because they like its atmosphere.

9.3 **Eketāhuna Our Town Incorporated**

9.3.1 Congratulations are conveyed to the Eketāhuna Information Centre on the production of their 2021 calendars that are selling well.

9.3.2 Applications have been made to the Lotteries Commission for next year's coordinators funding, more Flag Trax and flags, two traffic management plans and the lime track fitness stands.

9.3.3 The Eketāhuna Santa Cruise Christmas parade was a fantastic community event, and Carols by Candlelight held yesterday was well attended.

9.3.4 Colin Fraser-Davies is continuing to investigate proposals to develop walking and cycling areas in the district, and is testing the content of Council's rides and walks publication and providing feedback to the Economic Development and Communications Manager.

10. 2021 Meeting Dates

10.1 The following are the dates of the Board's meetings scheduled to be held in 2021:

- 15 February (third Monday due to Waitangi Day)
- 8 March
- 12 April
- 10 May
- 14 June
- 12 July
- 9 August
- 13 September
- 11 October
- 8 November
- 13 December

11. Items Not on the Agenda

11.1 Nil

12. Chairperson's Remarks

12.1 Community Activities and Events

12.1.1 The Chairperson spoke on some of the community activities and events he is involved and attended, including reference to the following:

- St John
- Eketāhuna School
- Civil Defence
- Eketāhuna Health Centre volunteers morning tea

12.2 Season's Greetings

12.2.1 The Chairperson extended his best wishes for a happy Christmas and safe New Year, and an enjoyable time with family and friends and opportunity to rest during the holiday period.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 11.25am.

Chairperson

PAHIATUA ON TRACK INCORPORATED

Minutes of the Pahiatua On Track Incorporated meeting held in the Pahiatua Service Centre Chamber, 136 Main Street, Pahiatua on Wednesday 2nd December 2020 commencing at 7.00pm.

1. Present

Committee Members: Louise Powick (Chair), Fiona Stokes (Secretary), Gerry Parker (Treasurer) and John Arends

Members of the Public: Cr Alison Franklin, Leeroy Harris, Karolyn Donald and Jeanne O'Brien

2. Apologies

2.1 Jared Brock, Rhys Punler, Mayor Tracey Collis and Chief Executive Bryan Nicholson

3. Notification of Items Not on the Agenda

3.1 Update on Chamber of Commerce

3.2 Coopting of a committee member - Leeroy Harris

That Leeroy Harris is coopted onto the Pahiatua On Track Community Committee.

Louise Powick / Fiona Stokes

Carried

3.3 Youth Centre sublease

3.4 Carnival Park

4. Discretionary Grants

4.1 Jeanne O'Brien spoke to the committee about the Tararua Community Youth Services Kaipai project, explaining the process of food collection and distribution. Jeanne explained the funding request for a freezer and fridge/freezer at the Pahiatua Youth Centre.

4.2 That Pahiatua On Track approve the funding of a fridge/freezer and freezer for the Kaipai project. These assets are to remain in Pahiatua.

Louise Powick / Fiona Stokes

Carried

5. Confirmation of Minutes

5.1 That the minutes of the Pahiatua On Track meeting held on 4th November 2020 (as circulated) be confirmed as a true and accurate record of the meeting.

Gerry Parker / Leeroy Harris

Carried

6. Matters Arising

- 6.1 Contact has been made with the Sedcole family, and what remains of the Sedcole flagpole is to be collected by them.
- 6.2 Fiona Stokes queried the Age on the Go Expo discretionary grant follow up. Cr Alison Franklin confirmed this grant was never paid and requested that Pahiatua On Track hold the application for funding until the event can be held in 2021.

7. Tararua District Council Report 25th November 2020

- 7.1 Report on the Council meeting from Cr Alison Franklin.
This highlighted the Tararua Housing Forum and the need for further work around emergency housing and transitional housing. Council are in full support of this and also the "Ready to Rent" programme.
- 7.2 A water conservation programme has been launched by Council and the committee gave feedback on signage placement for this purpose.
- 7.3 Cr Franklin spoke on the visit to the new Te Ahu a Turanga Manawatu Tararua Highway project highlighting the plantings, wetlands, iwi input into bridge design, storyboards, viewing platforms and the onsite office with education centre. Turning of the first sod is set for 11th December 2020.
- 7.4 Pahiatua On Track request that Council approach the New Zealand Transport Agency around issues with road maintenance and conditions on Makomako Road between Inglis Road to the Nikau Road turn off.
- 7.5 **That the report of the Tararua District Council meeting held on 25th November 2020 (as circulated) be received.**

John Arends / Gerry Parker

Carried

8. Correspondence Inwards

- Tararua District Council rates invoice
- NZME invoice - advertising for Explore Christmas
- Tim Sorensen - lime for Wheel Park
- Tui Brewery summer events brochure

Correspondence Outwards

Filing of annual accounts with the Companies Office.

That the inwards correspondence be received and the outwards correspondence is noted.

Fiona Stokes / Gerry Parker

Carried

9. Financial Report

9.1 That the financial report be received and the accounts approved for payment.

Gerry Parker / John Arends

Carried

9.2 Invoices to be Paid

Tararua District Council rates invoice - paid by direct debit

NZME - Explore Christmas advertising \$1035

Tim Sorensen - lime for Wheel Park \$195.50

Tararua Community Youth Services - Kaipai project - \$1980.87

Meeting fees

10. Tararua Housing Forum

10.1 Discussion around the Tararua Housing Forum outcomes and where to from here. Issues were raised around the non-existence of emergency housing and transitional housing in the Tararua district.

Cr Alison Franklin spoke to this subject in the Council report and indicated Council action on this matter.

11. Swimming Pool

11.1 Chemical contamination site testing follow up. Dr Dave Bull from Wellington has provided a professional opinion to satisfy Council on the level of chemical contamination of the pool site. At this stage there is no requirement for resource consent.

11.2 Design is now at 50%.

11.3 Chair Louise Powick is to meet with Raylene Treder and Karolyn Donald to discuss the staff roster for the swimming pool budget.

11.4 That Pahiatua On Track request that Projects Manager Jessi McKenzie provide support with preparation of the business case for the swimming pool.

Louise Powick / John Arends

Carried

12. Main Street Upgrade

12.1 Update from Chair Louise Powick on the Main Street upgrade.

12.2 There has been damage to three lights. Those responsible will be contributing to the costs of repairing this. Night security is to keep an eye on this area.

12.3 Still on track for a July 2021 finish.

- 12.4 The committee note that concerns have been raised by the community regarding slipperiness of the wooden slats when wet. Chair Louise Powick will take this back to the project team.

13. Harvard Slide

- 13.1 Jared Brock has made progress on this and plans will be emailed out to the committee before Christmas.

14. Explore Christmas

- 14.1 Fiona Stokes gave an update on Explore Christmas. Discussion has been held around expansion of support for Rotary and/or setting up a subcommittee to enable early planning for Explore Christmas next year.

15. Portfolio Reports

- 15.1 Nil

16. Items Not on the Agenda

16.1 Sublease of the Youth Centre

John Arends shared that Yellow Plane Art Gallery is looking for space for art classes. Jeanne O'Brien suggested that Hilary Gordon go into the Youth Centre and speak with Tira Matthews about the possibility of sharing space.

16.2 Chamber of Commerce

Discussions have been had with Economic Development and Communications Manager Mark Maxwell around the suggestion of repositioning the Chamber of Commerce as a portfolio under Pahiatua On Track. Mark has spoken to the Chamber and also to Council about a part-time administrative position to support local business networks. There is interest from Ingrid Bisset to return it to Pahiatua On Track and hold the portfolio.

16.3 Carnival Park

Karolyn Donald shared that a date has been set for meeting with the Department of Conservation to discuss ownership/control of the land. Karolyn has also been contacted by Pahiatua Rotary who have some left over fundraising money for Carnival Park. The suggestion has been to get a barbecue in memory of Bill Carthew.

The meeting closed at 9.05pm.

Chairperson - Louise Powick

MINUTES OF THE WOODVILLE DISTRICTS' VISION (WDV) MEETING

Held on Tuesday 1 December 2020 at 7.20pm in the Supper Room, The Stadium, Woodville

Note: Between 7.00am and 7.20am informal discussions/introductions took place as we had the new Chief Executive Bryan Nicholson in attendance.

PRESENT:

Vicky Tomlinson (Chair), Jane Hill (Secretary), Geoff Haglund (Treasurer), Rosie McMillan (Coordinator), Chris Archer, Barbara Boyden, Turia Brackenbury, Natalie Burt, Ian Daily, Jo Field, Kari Gray, Oliver Gray, Merril Hoare, Evan Natrass, Gaye Parkes, John Preston, Denise Quinney, Julie Smith, Malcolm Stuart, Paul Tayler and Carole Wilton

IN ATTENDANCE:

Mayor Tracey Collis, Councillor Peter Johns, Councillor Raylene Treder, Tararua District Council Chief Executive Bryan Nicholson

Tararua District Council's (TDC) new Chief Executive was welcomed and gave an introductory speech with brief question and answer session.

The Chair brought to the attention of the meeting the poster for the upcoming Christmas Parade, which will be put up around town in the coming days.

APOLOGIES:

B Hutton, S Ashton, R Winter, D Pretty, S Timmins, P Thornton, B Tomlinson, J Lovett, M Kortenhorst and B Parkes

V Tomlinson moved the apologies be accepted

M Hoare/Carried

The Chair noted that, although an invitation had been extended to the new Constable, Casey Boyce, she was not able to attend this meeting.

Conflicts of Interest were requested. There was none.

MINUTES:

The November meeting minutes were tabled. **V Tomlinson moved** the minutes be taken as read

C Archer/Carried

MATTERS ARISING Not on the Action List:

Nil

ACTION LIST: (attached)

Executive Report:

The Chair read the minutes of Executive Committee meeting held since the November general meeting (attached). **M Hoare moved** her report be accepted

C Archer/Carried

CORRESPONDENCE:

Outward:

- 12/11/20: Thank you letters to A Devonshire and D Pretty
- 12/11/20: Grant application approvals sent to Marae and Old Folks Association
- 15/11/20: Email exchange between R Winter and V Tomlinson re sandwich boards which highlighted the lack of conflict-of-interest declarations
- 27/11/20: Letters and certificates of thanks and appreciation for Mad Hatters Day 2020:
 - Salvation Army Store
 - Property Brokers
 - Fabric and Lace Store
 - YOU Hairdressing
 - Sarah Jones
 - Medicine Depot
 - Retro Collectables
 - YOU Hairdressing – Natalie Burt
 - Village Traders
 - Fab Flowerz

- K Jennings
 - Ormond Street Motel
 - Basically Bush
 - Long Black Café
 - Smoke and Wood Restaurant
 - Woodville Mart
 - Yummy Mummy Cheesecakes
 - Woodville Caltex
 - Tararua Alliance
- 29/11/20: Email to Chief Executive Bryan Nicholson re assets
– 29/11/20: Letter to Woodville Art + History re assets

Inward:

- 2/11/20: Letter from TDC – road closure request for 12 December Christmas Parade granted
– 2/11/20: Report to WDV from Woodville Railway Station Restoration Trust re grant
– 16/11/20: Email from Paul Tayler, WAW – congratulations re Mad Hatters Day
– 19/11/20: Grant application from RSA re Remembrance Art Project (\$3000)
– 25/11/20: Email from Val James, Old Folks Association confirming receipt of grant approval

J Hill moved the correspondence be accepted

I Daily/Carried

REPORTS:

Treasurer:

The Treasurer presented the financial report for November and **moved** one account be approved for payment: \$156 for rosettes

N Burt/Carried

V Tomlinson moved payment for Mad Hatters Day donations (Mike Peretini for poster design \$100; Dannevirke Brass Band \$100; Kapa Haka Group \$100)

J Smith/Carried

G Haglund moved that the financial report be accepted

C Archer/Carried

The Chair tabled the report from the Woodville Railway Station Restoration Trust re grant expenditure with financial breakdown and pictures (as per inwards correspondence).

Discretionary Grant Application:

Woodville RSA \$3000 – Remembrance art project between two local artists. The Chair asked for a breakdown of costs before discussing at the next Executive meeting.

Scanpower Christmas Lights Competition: Posters will be put up around Woodville advertising the competition with prize details. Bryan Nicholson was asked, and agreed, to be the judge. Application forms available from the i-Site. **V Tomlinson moved** WDV pay for an advertisement in the Bush Telegraph

C Archer/Carried

M Hoare suggested WDV write a letter of appreciation to Scanpower in the New Year, expressing gratitude for their contribution to enlivening the community.

M Hoare moved

V Tomlinson/Carried

Chair's Monthly Report

The Chair presented her November report (attached). **V Tomlinson moved** her report be accepted

C Archer/Carried

Council – Councillor Peter Johns (verbal update)

- TDC, in discussing its Long-Term Plan, agreed to be more community focused, albeit there is very little money for things other than infrastructure.
- A tour of the new Manawatu Tararua Highway route was inspected; Councillor Johns commented on the fantastic view from the highest point and suggested that alone is likely to draw people.
- Water restrictions start from 1 December (watering on alternate days) in order to prevent a total hosing ban this summer.

Mayor Collis gave her end-of-year speech, thanking the community for their work in promoting Woodville. (Mayor Collis left at 8.00pm.)

Recreation and Play Park Sub-Committee (RPPSC): (verbal report)

The sub-committee met on 13 November with locals and others. A lot of work is happening in the background, such as information gathering and document collation, so that a paper can be presented to Council in January. The sub-committee's aim is to make Woodville a destination not just a "drive-through". This incorporates the beautification of the main street and gardens and having the walkway. V Tomlinson stated that this project needs to be community-driven, not just WDV-driven.

T Brackenbury added that Woodville In Focus has invited certain people from Whanganui to share how they achieved their wheel park complex for a relatively small sum. An invitation has been extended to the Dannevirke sport/park group to attend this meeting, so that the information received can be available for all Tararua, not just Woodville. The meeting will be open to the public. This new knowledge will leave the committee very well prepared to present to TDC in the New Year.

Mad Hatter's Market Day:

V Tomlinson reported on behalf of the sub-committee that all records will be kept for sub-committees going forward. Positive feedback has been received from main street businesses as well as stallholders. V Tomlinson thanked M Stuart, K Gray and T Brackenbury for managing the children's games. **V Tomlinson moved** her report (attached) be accepted **C Archer/Carried**

N Burt acknowledged, on behalf of the sub-committee, V Tomlinson's extra work.

Garden Reports:

M Hoare gave an update on the main street, and T Brackenbury on the railway station gardens. **M Hoare moved** the reports be accepted **C Archer/Carried**

Swimming Pool:

T Brackenbury reported on behalf of the Swimming Pool Committee.

Tararua Health and Wellbeing Governance Group:

T Brackenbury reported on the forum. Three key areas have been identified for the district: the need for Government commitment to housing women; the need for more transitional accommodation; the need to address poverty in the district in terms of safe, clean, warm housing. A copy of the official action plan after the next Governance/Group meeting in February 2021. **T Brackenbury moved** her report be accepted **G Haglund/Carried**

R McMillan wanted it noted the work that T Brackenbury and M Stuart had done on the pool over the years.

Reporting Going Forward:

In light of some past reports missing from documents files, **V Tomlinson moved** that all reports be physically received or emailed from now on, preferably before or at each meeting, or within two days after at the latest **T Brackenbury/Carried**

Woodville Survey:

In WDV's Agreement for Delivery of Community Services with TDC, there is a requirement as a "measure of success" to achieve a rating. V Tomlinson requested WDV investigate conducting a survey to assess WDV's measure of success, with both residents and businesses. M Stuart suggested it be carried out in conjunction with Council and combined with an application for funding from Internal Affairs. As it is a contractual requirement, **V Tomlinson moved** a group be formed to manage the survey **J Preston/Carried**

Left-Over Sweets:

There are several "Chupa-Chups" lollies left over from Mad Hatters Day. **V Tomlinson moved** they be used at the Christmas Parade **J Preston/Carried**

The meeting closed at 8.45pm. **Next meeting: Tuesday 2 February 2021 at 7.00pm**

Signed:
Chair

Signed:
Secretary

Woodville Districts' Vision – ACTION LIST	As at: 1 December
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#	Date of Meeting	Action	Owner	Due Date	Status/Update
1	7/7/2020 3/11/20	Clarification is sought from Richard Taylor, Governance Manager regarding honorary payments .	V Tomlinson	TBA	Chair and Treasurer to follow up. Chair and Treasurer agreed to defer until constitution has been finalised.
3	7/7/2020 6/10/20 3/11/20	A working party be established so the Society can move forward and lay the groundwork for a new constitution and community committee that is dynamic and engages with the community.	M Hoare/V Tomlinson	Ongoing Ongoing	4/8: Discussion/decision on the constitution be held over to AGM. AGM: Chair of AGM advised that the 2018 constitution will be adhered to, after she took advice from CE of TDC and Governance Manager. 1/9: Working group to be reformed. The working group will follow the correct process going forward. V Tomlinson update: two meetings have been held; progressing well. New members invited. The new constitution will be circulated for discussion before holding a Special General Meeting to registering.
4	7/7/2020 6/10/20 3/11/20	Concept Tree Sculptures: A discussion was had with Woodville School regarding the housing of the concept trees.	V Tomlinson	4/8/2020 1/9/2020	One sculpture staying at I-Site. Second 'bubble' tree was sent to artist to get a quote for repair (S Ashton). Once quote received; Society to consider viability of public display. S Ashton to follow up on quote and report back at next meeting. S Ashton not at meeting. No Report. S Ashton reported that it has been repaired and is with the artist until a permanent location is decided. The Chair to contact the artist.

#	Date of Meeting	Action	Owner	Due Date	Status/Update
6	7/7/2020 6/10/20 3/11/20	150 Year Celebrations in 2025: Project Lead to be appointed at the AGM	V Tomlinson	4/9/2020	Did not take place. Invitation to members to form sub-committee. Names to be sent to Chair. Discuss further at next meeting. Chair requested interest again from Society, with the aim of having an initial meeting prior to Christmas
7	7/7/2020 6/10/20 3/11/20	Christmas Parade: N Burt noted her husband can help with traffic management, as he is qualified. Report back at next meeting.	N Burt	4/8/2020 4/9/2020	R Winter – Road closure plan going to Horizons and Council for approval and lodgement. N Burt – NZTA has given approval. Quote for hire of equipment to come. More manpower required. Waiting for TDC's October meeting for approval. Chair to meet with Railway Society and Lions to coordinate. TDC has approved the traffic management plan. V Tomlinson has meeting request with Lions; has met with Railway Society.
9	7/7/2020 6/10/20 3/11/20 1/12/20	Induction Pack for new members to cover historic items and ongoing projects.	V Tomlinson	Ongoing	Chair and Secretary to produce. A draft has been produced. To be edited before circulating to members for review On hold till some historic issues are resolved.
16	4/8/2020 6/10/20 3/11/20	Mayor to investigate whether Chorus boxes can be painted.	Mayer V Tomlinson		Noted in TDC meeting. It is not a Chorus box; it belongs to Scanpower. L Gray-Stuart to make enquiries. Permission has been granted to paint boxes, in consultation with Scanpower. Chair to contact Scanpower to get details.

#	Date of Meeting	Action	Owner	Due Date	Status/Update
	1/12/20			2021	Chair has spoken with Scanpower and they are happy for the box to be painted, in consultation with them. Chair suggested a competition with local school children. Matter to be further discussed in 2021.
18	4/9/2020 6/10/20 3/11/20	Street Speakers – discussions with Eric Bodell (Radio Woodville) and business owners required.	V Tomlinson	29/9/2020 Ongoing March 2021	Chair attended Radio Woodville meeting and discussed with members. Chair contacting business owners. Deferred to next meeting. Chair recommended deferring until next year as some business owners are not in favour and new business owners are coming in. V Tomlinson moved deferring to early 2021 Second: J Preston Carried
21	4/9/2020 6/10/20 3/11/20	Gym Equipment in Square requires maintenance. A Chapman to be approached for assistance.	V Tomlinson	6/10/2020 March 2021	No action yet. Ongoing discussions. V Tomlinson moved that the gym equipment be delegated to the Recreation and Play Park Sub-Committee Second: M Stuart Carried
24	6/10/20 3/11/20 1/12/20	Invitation to Colin Yonge and team to WDV meeting	V Tomlinson	4/12/20 Feb 21	Replied: suggested December's meeting. Waiting for response. Chair to meet with C Yonge. Report to come next meeting. Chair confirmed C Yonge will attend 2021 meeting as the feasibility study has just got underway (funded by Council).

CLOSED ACTIONS

#	Date of Meeting	Action	Owner	Due Date	Status/Update
2	7/7/2020 6/10/20	Seek clarification on tax law in relation to Incorporated Societies from IRD.	Chair	4/8/2020	Treasurer advised exemption from interest received but not from GST. Closed
5	7/7/2020 6/10/20 3/11/20 1/12/20	Mad Hatters Day: 15 th November 2020 Report back at next meeting.	R McMillan	4/8/2020 Ongoing	4/8: V Tomlinson provided a verbal update. Progressing Sub-committee going through emails and texts; advertising posters/boards soon to be erected around town. Progressing well. Stall requests still coming in. Chair has had discussion with business owners re shop window competition. Final report on agenda. Closed
8	7/7/2020 6/10/20 3/11/20	Welcome to Woodville – combine with Picnic in the Park 2021.	V Tomlinson	Ongoing	Deferred to next meeting. Discussed and agreed to separate event out from Picnic in park, as per minutes. Closed
10	7/7/2020 6/10/20	That an action list is established to track actions – to be attached to the mtg mins.	Secretary	1/9/2020	Done. Closed
11	7/7/2020 6/10/20 3/11/20	Thank You Afternoon Tea for Essential Workers	V Tomlinson	ASAP 4/8 1/9/2020	Event booked for 30 th August at Sports Stadium. Event moved due to being in COVID Alert Level 2. New date 20 th September. Postponed again. Working with volunteers to decide new date. Discussed and agreed to hold event on 12 th December, BBQ, as per minutes. Closed

#	Date of Meeting	Action	Owner	Due Date	Status/Update
12	7/7/2020 6/10/20	Skate Park: Presentation by WIFI to Society in October.	Chair/WIFI	6/10/2020	Presentation made. Now called "Recreation and Play Park" . Standing item on Agenda. Closed
13	4/8/2020 6/10/20	Correspondence: That RSA seek funding from the Domain Board, then re-apply to WDV for the shortfall.	Secretary	ASAP	No funding request has been received. Closed
14	4/8/2020 6/10/20	Suggestions to the contractor regarding planting in the main street.	Mayor	4/9/2020	Suggestions from public to contractors welcome. Closed
15	4/8/2020 6/10/20	Land by Railway Station: Councillor Johns to make some enquiries to see what can be done.	Councillor Johns	4/9/2020	Councillor Johns – KiwiRail are very particular re people on land due to H&S. T Brackenbury noted volunteer group conducting report for KiwiRail. Report back due at next meeting. T Brackenbury tabled her report. Support provided by WDV. Closed
17	4/8/2020 6/10/20	Society to write to Council's Economic Development and Communications Manager Mark Maxwell to propose a picture of railcar be included in future 'Love Local' Signs.	Secretary	4/9/2020	Email sent 12 th August i-Site has received railcar pictures. Closed
19	4/9/2020 6/10/20 3/11/20	Councillor Johns to ask Council about water tanks for residents' personal use, which can be purchased in bulk by TDC.	Councillor Johns	6/10/2020	Councillor Johns absent. Deferred to next meeting. Covered in Cnr Johns verbal report, as per minutes. Closed

#	Date of Meeting	Action	Owner	Due Date	Status/Update
20	4/9/2020 6/10/20	Woodville Camping Grounds – Councillor Johns to talk to the people responsible for arranging the cleaning of facilities.	Councillor Johns	6/10/2020	C Archer reported on progress. Closed
22	4/9/2020 6/10/20 3/11/20	Discretionary funding be reinstated.	V Tomlinson	6/10/2020	Need to wait until an accurate bank balance is determined. Deferred to next meeting. Discretionary Grants advertised Nov/Dec 2020. Closed
23	6/10/20 3/11/20	60 Year Celebrations of Motorcross	V Tomlinson		See minutes. Closed

MINUTES OF THE WOODVILLE DISTRICTS' VISION EXECUTIVE COMMITTEE
Held on Wednesday 18 November 2020 at 10.00am
10 Amelia Street, Woodville

PRESENT:

Vicky Tomlinson (Chair), Jane Hill (Secretary), Geoff Haglund (Treasurer) and Rosie McMillan (Coordinator)

APOLOGIES:

Nil

Historical Documents:

G Haglund reported on his document research regarding the Lindauer assets, which are no longer in the WDV records. G Haglund indicated that all details will be documented in his report.

Since WDV is the guardian of the town's assets the Executive committee discussed the matter and noted that the Chair will write to the Chief Executive of Tararua District Council seeking guidance. Once this information is obtained then the findings will be taken to a general meeting.

Mad Hatters Day:

A lot of positive feedback has been received on social media, with congratulations to the organising sub-committee.

Budget: actual amounts are being recorded as invoices are received. **V Tomlinson moved** that invoices from *Tranzit* and *Noteworthy* (drumming group) be paid **R McMillan/Carried**

Noteworthy (Manawataki) had such a positive response that the leader would like to hold a workshop in Woodville.

Letters of thanks, along with donations where appropriate, will go to the Dannevirke Brass Band, Radio Woodville, Mike Peretini, the Kapa Haka Group, and sponsors.

V Tomlinson moved a notice of acknowledgement be placed in the Bush Telegraph (cost of which is unknown at this time) **R McMillan/Carried**

Hard copies, as well as electronic records, of all documents relating to the running of Mad Hatters Day, along with invoices, will be kept for the use of future sub-committees.

V Tomlinson passed on monies (\$435) received from out-of-town stallholders to the Treasurer. Positive feedback was received from stallholders.

Armistice Day:

V Tomlinson moved that Gelinda Turton's invoice of \$50 for the Armistice Day wreath be paid **G Haglund/Carried**

Christmas Lights:

Pahiatua On Track has Christmas lights for sale, as they have decided that the costs associated with decorating their main street are prohibitive. The price is \$500 for 11 lights with frames (\$45 each frame as opposed to \$90 each). The Chair suggested the lights could also be used for a mid-winter light festival in the future as well as bosting WDV's lights stock. **V Tomlinson moved** WDV purchase the lights and frames from Pahiatua On Track **J Hill/Carried**

Christmas Parade:

V Tomlinson is to meet with Margaret Worboys to discuss organising the Christmas Parade, as it is something that might be better facilitated by a WDV sub-committee going forward. It may be more cost-effective combining the parade costs with the Christmas lights costs and an opportunity to add more Christmas experiences, etc., under one event.

Upcoming Child Cancer Fundraiser:

Local residents involved in this fundraiser asked for 30 of the specially made “Woodville” bags to use in their auction on 28th November. **R McMillan moved** WDV donate 30 bags to the fundraiser
G Haglund/Carried

Railway Gardens:

G Haglund noted that absolute clarity was required regarding the maintenance of the railway gardens. J Hill noted the previous minutes confirming thanks to the previous caretaker and the future support of the volunteers. The Executive Committee discussed the matter and noted that a possible amendment could be made to the November general meeting minutes or a note made in the December minutes.

It was discussed and agreed that a letter is sent to both parties, previous and future, to confirm the agreed arrangements, if required.

The meeting closed at 11:42am.

Woodville Districts' Vision Chairperson's Report Up to 1 December 2020

Meetings/information:

- Friday 6th Nov - Met with Colin Yonge re Walkway and the economic benefits.
- Sunday 8th Nov – Meeting re WDV Constitution.
- Tuesday 10th Nov – Attended the Recreational Trust AGM – Meet/Greet; followed up re \$10k donation.
- Wednesday 11th Nov – Led the Armistice Day Service in Fountaine Square. Well attended.
- Wednesday 11th Nov – Old Folks Meeting – Meet/Greet.
- Friday 13th Nov – Mad Hatters Prep Work; Bunting Up Main Street; Rec and Play Subcommittee Meeting.
- Sunday 15th Nov – Mad Hatters Market Day. As per report, was a great day for Woodville Community.
- Tuesday 17th Nov – Attended Te Ahu a Turanga: Manawatu Tararua Highway presentation at Woodville Marae.
- Tuesday 17th Nov – put up Christmas Lights with Scanpower (main street).
- Wednesday 18th Nov – Executive Meeting.
- Thursday 19th Nov – Meeting with Margaret Worboys re Christmas Parade.
- Thursday 19th Nov – Lunch with Ron Tekawa and Bill from the Yellow Plane Gallery re possible workshops in Woodville.
- Tuesday 24th Nov – Met with Claire Chapman/Ron Tekawa, Turia and Malcolm re REAP courses in Woodville.
- Wednesday 25th Nov – Attended the Tararua District Council monthly meeting.
- Thursday 26th Nov – 1-5pm attended the Tararua Housing Forum – hosted by The Tararua Health and Wellbeing Group.
- Thursday 26th Nov – 5-6pm attended the MidCentral DHB Annual Public Forum.
- Friday 27th Nov – Removed glass from 'tree' with Malcolm. Still awaiting to here from Council re other quotes for 'tree'.

Possible meetings Dec 2020 / Jan 2021:

- Sat 5th Dec – Attending Charter Parade, 1st Battalion, Royal NZ Infantry Regiment – invite from the Mayor.
- Fri 11th Dec – Attending District Tour with Mayor and Chief Executive or sod turning of new Highway at Hope Road.
- Sat 12th Dec – Christmas Parade and Community BBQ (including thank you for Essential Workers/volunteers during lockdown).
- Dec – Christmas Lights Competition.
- Jan – Council Meeting.

Mad Hatters Market Day 2020 – Sunday 15th November 2020

Report to Woodville Districts' Vision – 1st December 2020

The Mad Hatters Market Day this year took place on Sunday 15th November 2020. It was situated in Fountaine Square, up Ormond Street (between the square and Vogel Street) and Vogel Street. It was important to have stalls up the main road to ensure visitors travelled there for our businesses.

It was well attended by locals and visitors. We had approximately 325 people arrive on the train from Feilding and Palmerston North.

There were approximately between 60 and 70 stall holders, a mixture of locals and out of town stall holders. Only out of town stall holders were charged, as this was our way of supporting locals.

This year we brought back the powhiri to welcome the train passengers at the train station in Woodville. A big thanks to our local Kapa Haka Group.

We also brought back entertainment in the square – this was in the form of old-fashioned games for young ones and groups performing between 11.30am and 1.30pm.

A very big thanks to Malcolm, Turia, Oliver and Kari for making, bringing and running the games on the day.

A big thanks to the performers, Dannevirke Brass Band, Manawataki, led by Jennifer Moss (which went down very well with the crowd) and Stand Up and Sing Community Choir.

Finally, the day couldn't have happened without the sponsors and volunteers!

Big thanks to:

Woodville Four Square, Smoke and Wood, Tararua District Council, Tararua Alliance, Medicine Depot, You Hairdressing, Ormond Street Motels, Property Brokers, Yummy Mummy Cheesecakes, Mr Jennings, Basically Bush, Woodville Caltex, Sarah Jones, Village Traders, Long Black Café, New Central Hotel and Retro Collectables.

Jenny Lovett and Mayor Tracey Collis for being Ambassadors on the train and for judging our competitions:

Best Window Display (shops)

Best Dressed

Best Mad Hatters Hat

All our Ambassadors who travelled on the train, both ways, and supported the day throughout.

Finally, a big thanks to Natalie Burt, Rosie Karena, Missie Karena and Rosie McMillan, the organising committee.

Vicky Tomlinson

On behalf of the Organising Committee

WOODVILLE DISTRICTS VISION

Treasurer's report 30 November 2020

Discretionary Fund	Opening Balance			\$ 7,113.17
		<u>Income</u>	<u>Expenditure</u>	
13/11/2020 Old Folks Hall			400.00	
13/11/2020 Te Ahu A Turanga Marae			3,743.75	
		\$ -	\$ 4,143.75	
	Closing Balance			\$ 2,969.42

General Working A/c	Opening balance			\$ 37,051.17
		<u>Income</u>	<u>Expenditure</u>	
2/11/2020 JMJ Hill	Honorarium		150.00	
4/11/2020 D. Quinney	WDVL Wire Delivery - Nov**		100.00	
4/11/2020	Membership Fees	10.00		
10/11/2020 TDC	Mad Hatter Tote Bags	897.00		
13/11/2020 V. Tomlinson	Reimburse Community BBQ		140.00	
20/11/2020 H&A Print	Posters etc Xmas Parade		125.18	
20/11/2020 NZME	Advertising Disc Grants		81.63	
20/11/2020	Mad Hatters stalls	435.00		
27/11/2020 Gelinda Turton	Armistic Wreath		50.00	
30/11/2020 Noteworthy Productions	Mad Hatters - Drums		345.00	
30/11/2020 Transitz	Mad Hatters - Bus		460.00	
		\$ 1,342.00	\$ 1,451.81	
	Closing Balance			\$ 36,941.36

Committed funds				
ongoing Secretary	Honorarium		1,050.00	
1/01/2021 GST to IRD			5,666.12	
ongoing Delivery - Woodvile Wire			700.00	
				Total Comitted: \$ 7,416.12

Approved Projects (Balance)	Date Approved:		
Christmas Parade (6,500)	2/06/2020	6104.6	
Christmas Parade - Traffic Management (1,100)	6/10/2020	1100	
Community BBQ (2,000)	7/07/2020	1860	
Mad Hatters (1691.50)***	27/10/2020	290	
Armistice Day wreath (100)***	6/10/2020	50	
Website Development (1,200)	4/06/2019	1200	
	Total Approved:	\$ 10,604.60	

Expected Projects			
Christmas Parade - Personnel	Volunteers required (5)	1000	
Community Picnic	Est. based on 2019	2000	
ANZAC	Est. based on 2019	400	
Tree sculpture repairs	Verbal Discussion	11500	
Recreation and Play Park			
	Total Expected:	\$ 14,900.00	

Accounts to be approved for payment on 1/12/2020		
Quality Presental Rosettes - Xmas*		156.12

Total for Payment: \$ 156.12

TOTAL AMOUNTS Committed / Approved / Expected / Received: \$ 33,076.84

Potential Available General Funds 2020/21 \$ 3,864.52

Term Deposits	#005	Funds allocated to	Walkway	\$ 11,565.76
	#007	Funds allocated to	Walkway	\$ 9,624.77
	#008	Grant fr Meridian for	Walkway	\$ 5,740.44
	#011	Woodfest profit 2016	for 150 Year celebration	\$ 5,518.43
	#012	Reserved Funds from 2019/20		\$ 15,000.00
		Total funds in reserve		\$ 47,449.40

Notes:

* Items already have budget approval, these notices are for transparency

** Note that this is the publish date not the delivery date

*** These projects have closed

Woodville Districts' Vision – Conflicts of Interest Register

Name of Society Member	Description of interest	Has the Society been notified?	Date of disclosure	Steps taken by the society for dealing with the conflict	Society member action to address the conflict
Jane Hill	Co-founder of Woodville Wire	Yes	Exec Mtg 25/10/20	Disclosed at meeting, noted/recorded.	Jane will abstain from any votes related to Woodville Wire.
Geoff Haglund	Partner of D Quinney, person who gets paid for the delivery of the Woodville Wire	Yes	6/10/20		Geoff will abstain from any votes related to Woodville Wire.
Denise Quinney	Receives money from WDV, via the Woodville Wire Sub-Committee, for delivery of newsletter	Yes	6/10/20		
Natalie Burt	Partner of George who is coordinating the Traffic Management of Christmas Parade	Yes	6/10/20	Disclosed at meeting, noted/recorded.	Natalie will abstain from any votes when her husband is involved in that motion.

Report

Date : 20 January 2021
To : Mayor and Councillors
Tararua District Council
From : Bryan Nicholson
Chief Executive
Subject : **Staff Report**
Item No : **11.1**

1. Recommendation

- 1.1 *That the report from the Chief Executive dated 19 January 2021 concerning an update on key projects and items of interest to the Council (as circulated) be received.*

Reason for the Report

This report is to update Councillors on key projects and items of interest over the period from 1 December 2020 to 16 January 2021.

Tararua Alliance

Executive Summary

The lead up to the Christmas break was busy for the Alliance, with planning needed to enable as many staff as possible to take a break and recharge. The focus was rest, recharge and then reset on return to work. December was a month of finishing up sites to leave these safe for Christmas traffic and to plan for return to work on the 5th of January.

Plans were put in place to ensure the district network was monitored and CRM's managed during the holiday period. Several recently sealed sites had temporary speed restrictions in place to not only protect the pavement but to also reduce the occurrence of an accident due to driver behaviour. Unfortunately we had a fatal accident on Nikau adding to the Holiday road toll. The road was immediately inspected and it was determined following conversations with Police that the cause was driver error.

The ground breaking for Huarahi Tūhono took place and was well attended. This signalled the commencement of works for the Project.

Safety of staff in the field is as always at front of mind. Reminders about fatigue, heat stress and being sun smart being key messages. Another topic is dealing with the public. We have had a couple of local instances where members of the public have approached staff in the field and have become aggressive. Training is provided to staff in relation to de-escalating these situations but we need to be vigilant and look out for each other. Nationally in one incident a gun was pulled on a Downer NZ Traffic Management staff member. The use of on body cameras (OBC's) is being introduced nationally and we will see this technology being deployed here in the Tararua. Most of our fleet are fitted with dash cameras as well.

Re-assessment of COVID procedures is also underway in the case we need to move to lockdown again. Recent trends internationally suggest this may occur here. Supplies of PPE have been increased as a precaution.

The Alliance is pleased to be sponsoring the 60th Annual MX series at Woodville this year. Our focus is on the youth event and the promotion of civil construction career pathways for young people. We are providing support to build the main track and with sponsorship for the youth track races on the Saturday. This is one of the largest events in the district and will provide a fantastic platform to promote the TDC & Downer Alliance as well as a way to give back to the community. We expect a large attendance.

We will again be attending the A and P Show in February in Dannevirke. This will be a shared attendance with Horizons, TDC and the Alliance. Here the focus will be working together during an emergency response as well as an opportunity to promote the Alliance to the public.

With the effect of climate change becoming more prevalent there is a need to keep a watching brief on flooding hot spots. Of concern is the Eketahuna main street. We have a response plan in place for this in the event of a downpour to mitigate/reduce the impact on the properties on the main street. The cyclic maintenance has been increased as well as having a plan to respond to the area in the event of flooding. Discussions with property owners are underway as well as looking at a design to take the stormwater away safely from the main street. The risk is the shop's closure putting economic strain on the township.

A review of the Alliance roading programme to ensure we complete all scheduled works has been completed and the team is confident that we will complete our programme for the season.

Planning

The end of the calendar year held a major milestone for the Planning team with the Roding Asset Management Plan due. This final submission is the culmination of over a year of work to ensure our plan and the associated funding for the next 3 to 10 years is relevant and appropriate. Our funding partner Waka Kotahi requires the use of the Business Case Approach which is a structured approach that integrates best practice decision making, programme management and investment assurance tools.

This approach ensures all feasible approaches have been considered and ensures our funding request is justified. Our business case covers the funding required for the next 3

years in alignment with the National Land Transport Fund (NLTF) that all road controlling agencies are funded from.

With the fallout from COVID-19 and major capital projects cost over runs, it has been signalled that the NLTF is over-subscribed and as such there will be pressure to reduce funding the local authorities and so our funding request may need to be adjusted. The impacts of this are not fully understood at this time but we are working closely with our local Investment Advisor to ensure we understand what’s going on and when we have an indication of what the changes might be to our funding we will bring this outcome to Works Liaison and Council if necessary.

Also during December, we were able to submit a funding application to Waka Kotahi for Emergency Works funding for the weather event that occurred during November. This event has also highlighted the current financial pressure NZTA is experiencing from a level of service point of view.

The event caused approximately \$4.4m worth of damage to our network however we have been advised that we can now only apply for damage that is currently impacting the level of service. For example, for a section of road that has dropped away we can apply where it is a safety issue for the public but not where it’s not – we are expected to hold that problem until it becomes worse. The photo below shows damage within the wheel track of the road and so had been included in the funding application.



This example below shows storm related damage to the bank, however this does not currently create a safety related issue to the public. While it has now put the network at a heightened risk of failure it has not breached level of service and as such as per Waka Kotahi’s advice has not had funding applied for. Instead we have made it visible to the public with signage, cones and netting and we are closely and regularly monitoring it for any further deterioration, as we are with other defects in a similar situation.



Our business as usual work continues with our asset management and design engineering teams staying well ahead of the delivery teams' required lead in times. With this being the last financial year of the 3 year NLTF block there cannot be any carry forward to next financial year and at this stage we are tracking well to hit 100% by the end of June.

Delivery

Road Maintenance

The weather continued to be disruptive right up to Christmas. This has caused numerous challenges for our teams across the network including sealing of our pavement works in time for the Christmas break and achieving our weed spraying programme. Our spraying contractor has not been able to complete any urban spraying due to the high winds we have been getting which has caused numerous weeds to appear throughout the townships. A team worked through the Christmas break and into the New Year to try and get on top of this. The Alliance has also dispatched teams to remove and spray weeds by hand to assist.

Road Renewals

The Weber Road Rehab sites have also been completed and are looking fantastic. With these finished, the construction team now shift their focus to sites on Huarahi Tūhono - Route 52, North of Pongoroa before heading to Swinburn Street in Dannevirke where another Road renewal is required. Planning still continues for our Road Resealing Programme which is still scheduled to commence early in the New Year.



Weber Road Rehab Site (before)



Weber Road Rehab Site (after)

Pahiatua Upgrade

The Pahiatua teams continue to make great progress on the Pahiatua upgrade, with the Western footpath nearing completion. With Christmas just around the corner, the team shifted their focus to ensuring the site was tidy and safe for the Christmas break. This ensured the team could have a well-deserved break over Christmas with no disruptions.



Pahiatua Upgrade – Centre area nearing completion

Emergency Work

Following the November rain event, the team continue to undertake temporary fixes on the more complex sites to ensure they are safe for the travelling public until engineered designs are completed for a more resilient and permanent repair. A drive over of these sites was also completed with the NZTA representative and a funding application has been submitted.



Mangaroa Road Culvert, Flood damage repairs (before)



Mongoroa Road Culvert, Flood damage repairs (after)

3 Waters

Water

Prior to Christmas, our focus was to shut down and make safe the water renewals sites in both Burns and Swinburn Sts, Dannevirke. The water team had a skeleton crew work through the shutdown period to respond to leaks and any emergency works.



Photos above of the tie-in points to the existing water mains in Burns and Tennyson Streets. These photos are both prior to the pipe bedding being laid.

During the shutdown period, there were no major issues with only a few toby and lateral leaks requiring a response.

At time of writing this, we still have staff on annual leave. The week of 18/1/21 the water crew will commence in Robertshawe Crescent replacing the ring main in the bowl of the cul-de-sac. This ring main and the eight alkathene service laterals have been a source of ongoing leaks.

Stormwater Drainage

Davies Waste were engaged to clear a 350mm-concrete stormwater main in Mangahao Rd Pahiatua, the heavy mains cleaning was completed on the 3rd of December.

This work will help to mitigate the storm water ponding at the Mangahao Rd / State Hi-way 2 intersection previously experienced.



Photo above is Davies Waste high-pressure combi – unit jetting out the stormwater main.

Wastewater

We are busy installing a couple of manholes and access points for the up and coming 2020-2021 relining programme. The pipe liners are currently in transit, being shipped from Hamburg and have an ETA of 1/3/21 in Napier. Using this timeline and barring any delays, we have programmed to commence relining mid-March.

The photo to the right is an install of a wastewater manhole on George St / Huxley St intersection. This was a replacement of an existing asset at end of life.

The wastewater pump stations are due their annual clean out and wash down. This is will be completed early February.



Huarahi Tūhono – Route 52

Following the initial announcement of funding approval on the 19th August 2020, Tararua District Council and the Tararua Alliance have been actively planning for physical work to commence. A project team was formed within the Alliance to develop the project to allow physical works to commence on the signing of the Contract.

Planning to date has seen the project scope established from various sources (Business Case to Waka Kotahi, Out of Context Curve Study, Preliminary Bridge assessments) and refined based on the current condition of the road.

The site has been digitally surveyed via a Mobile Road Mapper mounted on vehicle, which provides us with details of the full pavement and will greatly assist in the development of full designs.

Structural Bridge testing commenced in December 2020. On completion, the information gained from these investigations will allow us to establish which bridges are capable of supporting High Productivity Motor Vehicles (HPMVs) and which ones require strengthening. Once the results of these assessments are gained, we can procure a Consultancy for the Bridge Design work.

The delay in finalising of the contract pushed the physical works start date from 7th Dec 2020 to the 7th January 2021 and as a result of wet weather in late November, a number of pavement defects got to the point where intervention was required to make the road safe.

This saw an earthworks/pavement crew establish and undertake some patch repairs before the Christmas/New Year holiday period. Most of these patches were in the Franklin Rd AWPT scheduled for start in January.

On the return from the holiday break, additional isolated small repairs have been identified, which either have deteriorated due to heavy rainfall in the days following New Year's Day, and/or on-going heavy traffic movements.

Works have now officially commenced the project, with the earthworks/pavement crew continuing with high-priority repairs.

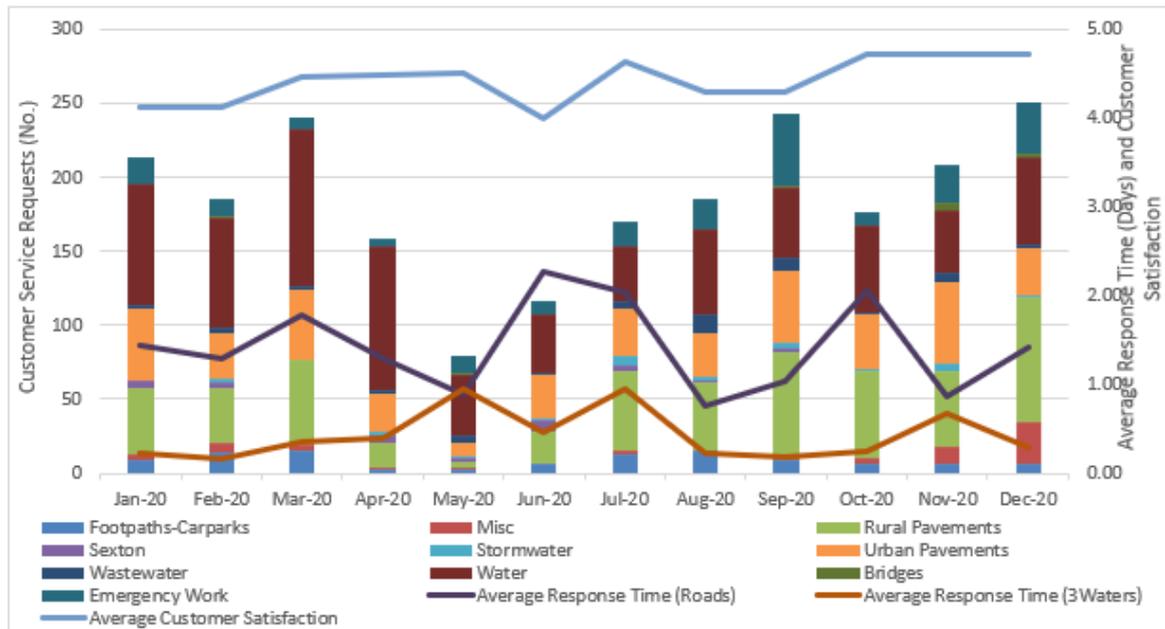


Performance

Performance Dashboard

KRA	Name	Frequency	Comments	
PEOPLE RESULTS	Alliance Team Safety	Monthly	Results for November were a staggering total number of SBOs reported this month 103 and 38 for December	✓
	Workplace Health	6 Monthly	Loss time injuries (LTI) 0 Medical treated injuries (MTI) 0 Environmental incidents 0 Near Miss Reported 1 1 near miss reported for December 2020	✓
CUSTOMER RESULTS	Timely Communications	Monthly	Monthly Response for November Roading being 98% and 3 Waters 94% and 94% for both 3 Waters and Roading Dec .	✓
	Effective Communication	Monthly	No Customer Surveys were completed November-December due to staff undertaking Financial Reporting and Claims December.	
	Minimise Operational Impacts	3 Monthly	A total of 10 Compliments were received for Nov-Dec 2020.	✓
SOCIETY RESULTS	Compliance with TMP	Monthly	<ul style="list-style-type: none"> TMP audits for December were of a high standard with 13 sites audited with two being external contractors working on the network, so far for January 10 sites have been audited with seven TA and three external sites, one TA had to have some minor adjustments to signage. Be-4-U-Dig applications received and processed for the period 1/12 – 22/12 were 55. 16 Corridor access applications were received with nine approved and seven cancelled during December. 	✓
	Zero Harm – Environment	Monthly	No environmental issues to report.	✓

Customer Management



Plant and Property

Executive Summary

District water is in a better position than at the same time last year. We have been lucky with spasmodic rainfall over the Xmas and New Year which has enabled the water treatment staff to supply the towns usage requirements direct from the source without supplementing from the impounded supply storage to date. This may change as the summer and hot weather continues.

Impounded water storage facilities in Dannevirke and Woodville are both full.

Compared to last year at the same time the Tamaki River in Dannevirke and the Mangapapa Stream have twice the flow as last year.

The Makakahi Stream in Eketahuna and the Mangatainoka River in Pahiatua are relatively similar.

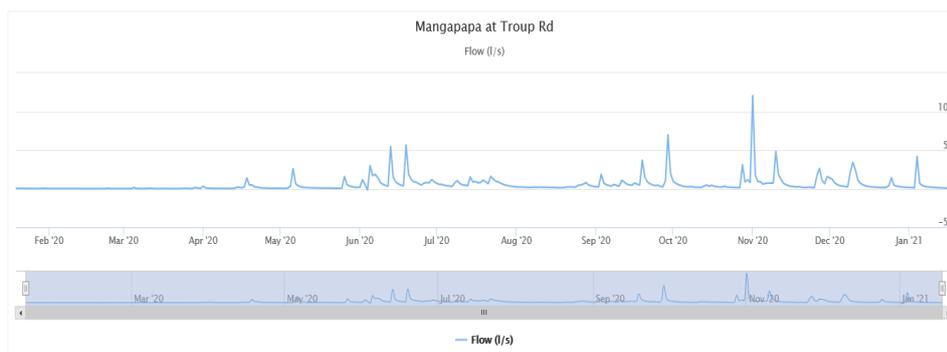
At the Manawatu Regional Solid Waste meeting discussion was around a strategic central location for investment in a new regional landfill and resource recovery facility. The vision is that this facility would provide a partnership opportunity for interested councils to pursue a joint venture model. This would provide the region with future security for waste disposal and the opportunity to generate operating profits that could be invested back into the community for waste reduction initiatives.

Key elements of proposed resource recovery centre have the potential to include:

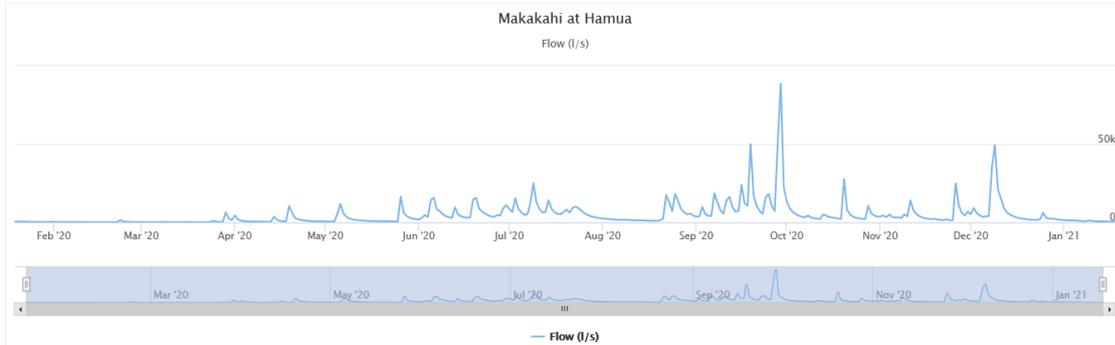
- Wood waste recovery and processing
- Gib board recovery and processing
- Organics and green waste processing to compost
- Scrap metal recovery
- Recycling commodity sorting and reprocessing facility
- Heat and Co2 production or adjacent horticulture
- Engineered Landfill for Residual Waste Stream

District Water River flows current and comparison to 12 months ago

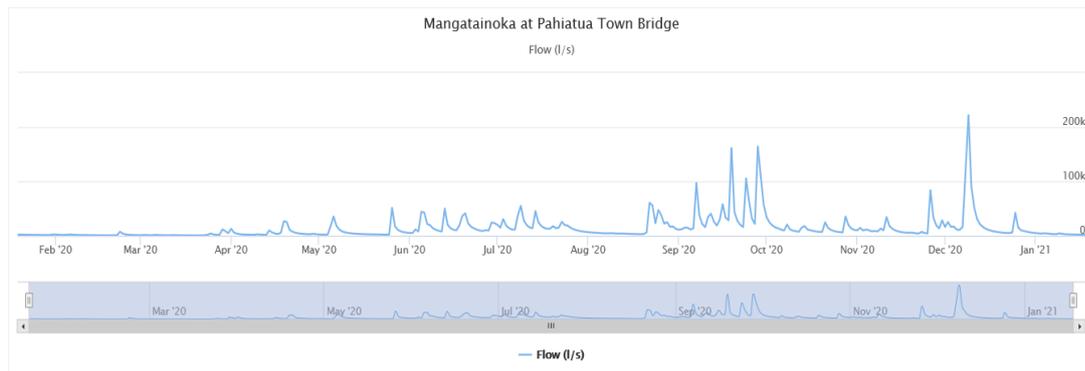
Mangapapa Stream flows last year 470 litres /sec -current 463 litres /sec



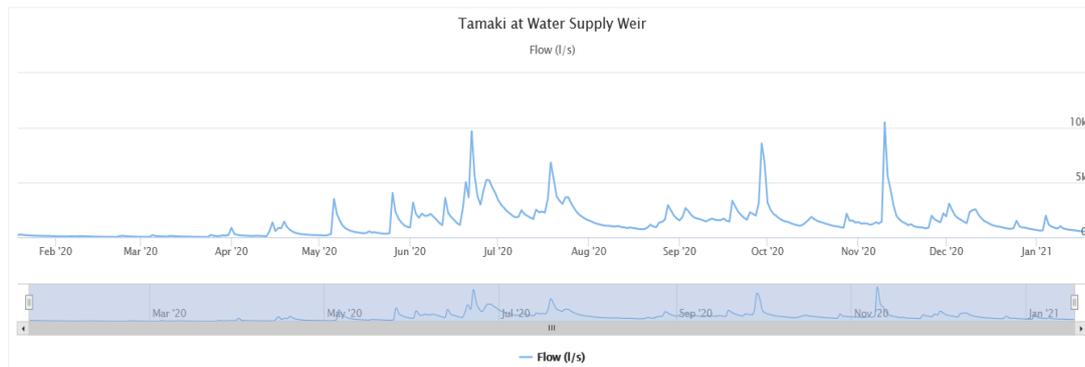
Makakahi Stream flows last year 29 litres /sec -current 74 litres /sec



Mangatainoka River flows last year 2033 litres /sec -current 1789 litres /sec



Tamaki River flows last year 214 litres /sec -current 554 litres /sec



Community Assets

Parks

With the grass and weed growth that has continued to grow extremely fast over the district, Council contractors have been very busy mowing and weeding gardens. The southern part of the district has been especially trying for the contractors with mowing being rained out on several occasions leading up to Xmas. Council has continued to receive positive verbal feedback on the way the towns are looking.

Property Projects

Several projects have been completed with a new berm installed at Ormondville Cemetery, new accessible toilets at the Dannevirke Camping Ground, the painting of Anzac Park toilets, Waterwheel Park toilets and Aften Court pensioner complex roofs. The Pahiatua Library has been painted internally and the Woodville Pollen St Toilets have also been painted internally and externally and the floors have been re-surfaced. Painting has also commenced at the Woodville Sports Stadium.



Fountaine Square Toilet – Before



After



Fountaine Square Re-Surfaced Floors



Pahiatua Library New Paint



New Accessible Toilet/Shower – Dannevirke Camping Ground



New Water Tank – Anzac Park



New Berm – Ormondville Cemetery



Aften Court – Before



After

Swimming Pools

Both the Woodville and Eketahuna swimming pools opened on 19 December and the Pahiatua Pool opened 29 December. The Pahiatua pools also had some bad cracks repaired, sealed and painted. It is hoped that with these repairs the pool will survive until the new pool is built and opened.

Pool numbers have been good. Woodville has seen 30 to 60 people a day with over 100 on hot weekends, Eketahuna has seen 30 -50 a day and Pahiatua has ranged from 45 and 253 a day.

Camping Grounds

All 4 campgrounds have been busy in the lead up to Christmas and over the holiday period with no issues reported.

December Numbers: -

- Dannevirke – 808
- Woodville – 49
- Pahiatua – 352
- Eketahuna – 518

Solid Waste

December was a busy time at the transfer stations throughout Tararua. The district's residents seemed to be having a big clean-up before the Christmas/New Year holidays especially in the last week before Christmas.

There were some issues with tidiness at the Dannevirke transfer station with rubbish and recycling piling up towards the end of the month. The contractor, Smart Environmental, had a few staffing problems - being short-staffed and new staff in training which added to the problem.

They managed to do a big tidy up of the Dannevirke site and also Pahiatua Recycling Centre during the holiday break and things are looking much improved at the moment.

Visy Glass in Auckland, who take all our glass recycling, were carrying out an upgrade of their biggest furnace for a month from the 16th December to 17th January so couldn't accept any clear glass during this time. The clear glass (aka flint) is the most recycled colour of glass in New Zealand so this would have been quite a concern for a few councils that send their glass to Visy.

TDC's storage bay in Dannevirke was about $\frac{3}{4}$ full so a contingency plan was put in place to find alternative storage somewhere or for it to be landfilled. Central Hawkes' Bay District Council (CHBDC) kindly offered some space in one of their concrete bunkers if required. Thankfully Visy, realising the inconvenience this would cause during the busy Christmas period, managed to find a solution and started accepting the clear glass again on 2nd January. A truck and trailer load was then organised and sent to Auckland on 6th January, alleviating our growing pile (see before & after photos).





Economic Development, Communications and District Marketing

Economic Development

Regional Relationships

Mark and Angela met with the new Economic Development lead at Central Hawke's Bay District Council, Jon Brough. We discussed the kaupapa of collaboration we'd begun with Jon's predecessor and others at CHBDC on several of our workstreams and learnt of Jon's background.

District Signage

Angela will be managing the town signage project, working with Council and Tararua Alliance staff, the designer and printer along with the community boards/committees/groups on how they can choose colours and images for their town signage.

Business Support

Angela facilitated a meeting for a group of women business owners with the aim of formalising their purpose and structure. She also worked with a sole trader, referred to us by WINZ, helping her to cost her products and services and develop a cashflow forecast. Angela met with two other entrepreneurs, discussing their new business ideas, and two other new business owners about their marketing ideas.

Community Development

Mark and Angela attended the Regional Community Development Forum in Foxton. The group were given a guided tour around Te Awahou Nieuwe Stroom Dutch and Kiwi cultural centre and the Riverloop Project & History of Riverloop. Both of these are the result of highly collaborative community projects.

Workshops

The Department of Internal Affairs (DIA) facilitated their governance training, attended by a range of people/organisations across the district.

Community

Food Secure Community Plan

Angela and Stephen Dunn attended an initial meeting of core organisations involved in the Food Secure Communities Plan (FSCP). While working with community groups during the Covid recovery period the FSCP funding was highlighted and Council identified as an appropriate neutral party to apply for and manage the funding. Angela will project manage the contract and activities with Steve.

Mayors Taskforce for Jobs (MTFJ)

To date we have supported seven NEETs/COVID displaced locals into full-time employment with a total of 40 support conversations being live over the closing month of 2020. Not all of these conversations will convert to full support from MTFJ but the collaborative system that is now in place with Work and Income, Tararua REAP, Iwi and TCYS is starting to prove fruitful for all.

Digital Spaces (Digital Hub)

An opening function attended by dignitaries took place in December with a significant amount of interest generated for the services to be offered at Digital Spaces. Digital Spaces is now officially open and Toni is planning the next 12 months training programme. Funding deadlines are being met in accordance with the agreement with PDU/MBIE.

Young Enterprise Scheme (YES)

Mark, Colin and Toni met with the YES co-ordinator at Digital Spaces to run through the process.

Lindauer Trail

The feasibility study is moving at pace and should conclude its first review by early February. Following feedback from these initial findings the outcome will be made available for consideration. KiwiRail have offered some initial guidance but additional conversations will need to take place with them once Tararua Alliance complete their part of the feasibility study. No details have been sighted from Waka Kotahi yet around applying for funding and the requirements for this.

Dannevirke Chamber of Commerce

Mitchell is investigating, designing and creating a website for the Dannevirke Chamber of Commerce.

Communications

Water Communications Strategy

The first rollout of water restriction signage has been erected in Dannevirke, Norsewood and Pongaroa.

The remaining towns of Woodville, Pahiatua and Eketāhuna have locations under consideration.

Website

Tararua.govt.nz website statistics

<i>Number of visitors for the month of November</i>	Top pages visited
6,082 -↑ 4%	<ol style="list-style-type: none">1. Cemeteries – Record Search2. Property & Rates3. Homepage

Tararua.com website statistics

<i>Number of visitors for the month of September</i>	Top pages visited
592 -↑ 19%	<ol style="list-style-type: none">1. Stay (Accommodation List)2. Home3. Events List (Woodville)

Events

Charter Parade

We are proud to be the first district to bestow this honour on our local battalion. The Charter parade is a tradition going back centuries that signifies the bond between the military and the people, where a military unit entrusted with the protection of a city is permitted to march through the streets with Drums beating, Colours flying, Bayonets fixed and Swords drawn.

Tararua District Council assisted the 1st Battalion's Royal New Zealand Infantry Regiment exercise their right to March down High Street, Dannevirke. It was a successful event that was followed with a gathering at Dannevirke's St Joseph's school and a BBQ lunch.

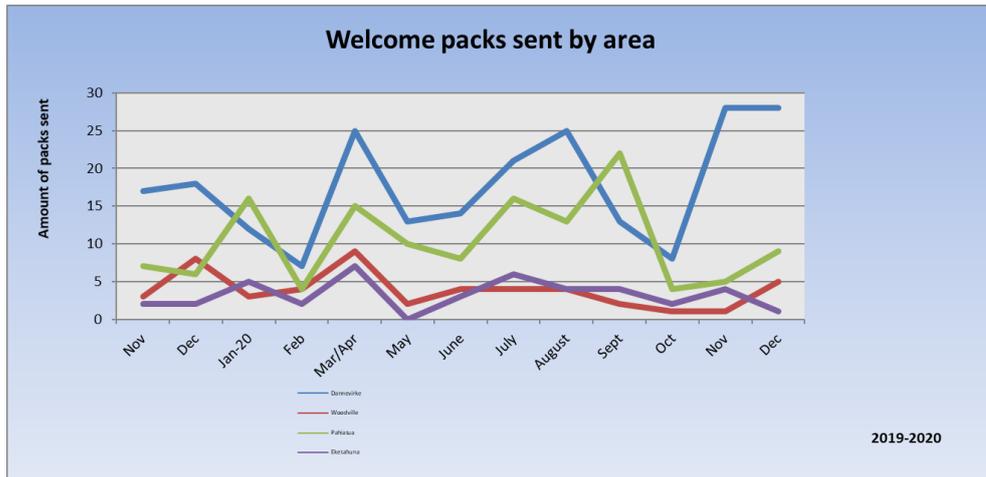


Tararua I-Site Report – Nov-Dec 2020

Welcome Packs - October 2020

November & December

Eighty welcome packs were sent out during November and December, 21 of which were sent to purchasers outside the Tararua District.



New Staff

Toni Chapman has been employed as the new Digital Spaces Activator and is also i-SITE support.

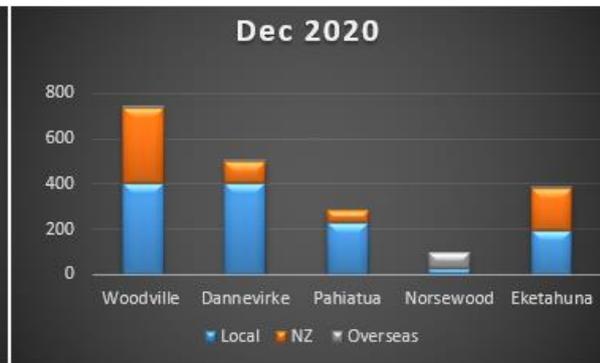
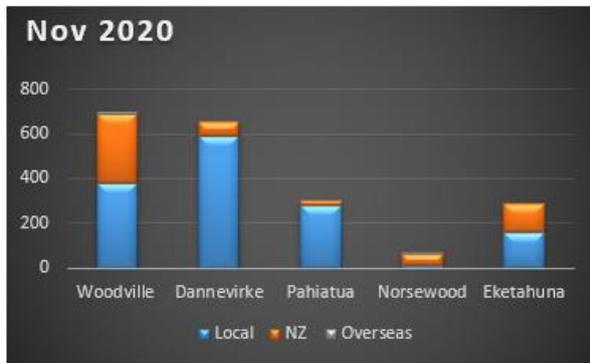
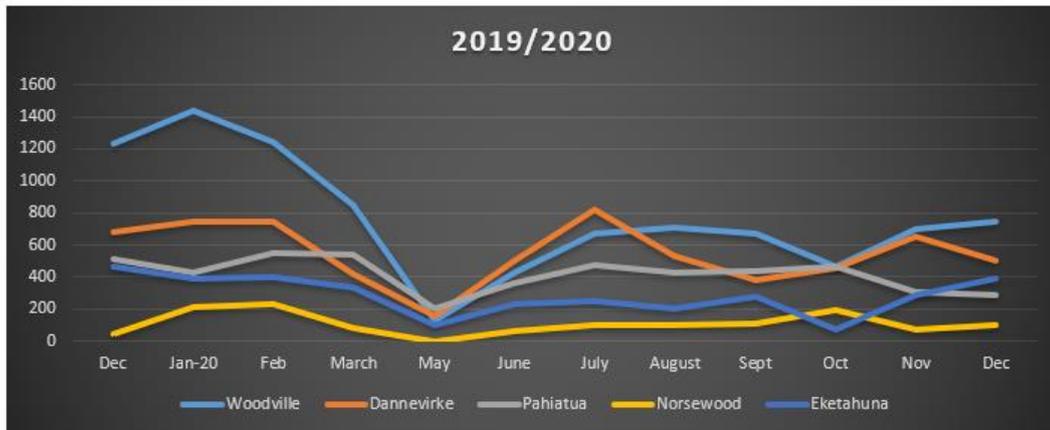
Belinda Selby has commenced in an on-call casual position. The i-SITE was open from 9:00am – 3:00pm on the ordinary work days over the Christmas period.

The Brackenbury Experience

Tourism operators got together for a Christmas function at one of Woodville's newest businesses 'The Brackenbury Experience'. Turia and Malcolm have converted the former Railway Hotel into a beautiful home and Bed & Breakfast for discerning travellers. They are also planning a Gallery space. Those who attended were awed by the wonderful Christmas display and the amazing meal that the hosts provided.



Tararua i-SITE and Information Centre statistics November - December 2020



Programmes and Projects Office

Project Updates

Work is underway to develop project concept documents as well as feasibility briefs for the capital programme Years 1-3. This will provide more certainty around accurate scope, budget requirements, timelines and resource.

Updates of key projects are noted below. It is expected that this list will increase as the project's office becomes more involved in initiation, planning and delivery of projects within the annual plan, long term plan and strategies.

Recreation Strategy

- Information gathering and development of the strategic framework is currently underway for the Recreation Strategy.
- Engagement with Sport Manawatu, the community and internal council staff is occurring to ensure the strategy is fit for purpose now and into the future.

Pahiatua Service Centre Earthquake Strengthening

- Pahiatua Resource consent has been issued and is approved.
- An amendment for the current Building consent has been submitted to change from 34% national building standard (NBS) to 50% NBS (The %NBS rating evaluates the performance of a building compared with a similar new building in terms of protecting life.) This was done due to the building being deemed a heritage site by Heritage New Zealand. The 50% NBS has been accepted in the building consent and resource consent.
- A request for proposal (RFP) done by Beca has yielded no results, it has been decided to conduct another RFP utilising internal resources in conjunction with the Dannevirke Service Centre project.
- The RFP will include Project Management and Construction monitoring and control of the construction work.
- Project documentation is being updated and plans are being put in place for staff relocation once construction begins.

Dannevirke Service Centre Earthquake Strengthening

- Detailed design is at 98% completion.
- Building Consent outcome in progress.
- The RFP for construction will be completed alongside the Pahiatua Service Centre Earthquake Strengthening project.

Solid Waste 17a Review

- An request for information (RFI) to collect information on options and services available to TDC will be completed in Q1 2021.
- The options will be taken to council and to the community via consultation.
- The RFI documents are being finalised.
- Solid waste education is being scoped with Tararua REAP and Iwi.

Online Services

- Demo's completed for a potential website platform and in the process of conducting options analysis.
- The options analysis will be presented for approval.
- The expected start of the design and migration is scheduled for Q1 2021.
- The online services phase will be completed as a phase 2 in Q3-4 2021.

The Future Without Cheques

- Working group of representatives across TDC and Westpac have identified impacts and areas requiring change.
- Options for changed service delivery are being investigated by the Westpac Bank and will be presented to TDC late January.
- Internal modifications being noted and Communications Strategy being developed.
- Final cheque release date to be confirmed – mid May.
- Final cheque accepted date to be confirmed.
- Website, internal publications etc to advise change of payment process will be in place from late February.

IOT (Internet of Things) Water meters

- The 100 urgent IOT meters have been completed and data collection for the summer period is proving valuable.
- This original project will be closed following the close out project phase.
- A new project is being created via the long-term plan to roll out additional meters.

Business Intelligence

- Having completed a stock take of the BI platform and who uses the portal for data capturing or collection it has become evident that the usage is lower than expected.
- We are in the information gathering stage to come up with a Business Intelligence strategy to inform where we see the continuous improvement of collection and usage of data within council.
- Service performance measures will be included in the scope of the BI scope.

3 Waters Reform

- The request for information (RFI) from DIA is in progress and is due for completion by the end of January 2021.
- Planning and Design has commenced for the three identified water treatment plant upgrade projects, with a request for quote (RFQ) for civil design also going out for tender.
- Next staff report will have the three water treatment plant upgrades as individual delivery items.

Pahiatua Swimming Pool

- Pahiatua On Track are preparing to write their business case to seek external funding for the Pahiatua Swimming Pool project.

Dannevirke Multisport

- The Dannevirke Multisport Committee were successful in securing funding included in the Long Term Plan to conduct a needs assessment and feasibility study for the Dannevirke Multisport Complex project.
- Jessi has been appointed as the project manager and is currently initiating the project. This project will be running in parallel with drafting the Recreation Strategy.

Pensioner Housing

- Contract for land purchase and development is currently under legal review.
- Project planning underway for construction and development of 6 new pensioner housing units.

Libraries

Executive Summary

The New Zealand Libraries Partnership Programme Secondment of a Library Assistant based at Dannevirke Library attracted a number of suitable candidates. A shortlist has been produced with interviews taking place on 19 January 2021. This is the position that will be focussed on Reading for Pleasure by providing support to the team for programmes based on the promotion of Reading.

The annual Customer Satisfaction Survey closed on 30 November 2020. Our target of 500 responses was reached, and exceeded, for the first time. The draft report has been written. Further analysis should be undertaken before presentation to Council. Our target was exceeded primarily due to an email campaign, with responses almost doubling overnight.

A meeting was held at Pahiatua Library with all parties involved in the Service Centre move to the Library whilst earthquake strengthening of the building is undertaken. A solution was agreed for accommodating the extra team members and for providing access to the Service Centre for our community.

The Pahiatua Library was cleared for its new coat of paint in record time. In total, eleven of Council's staff assisted the library team members to remove almost everything to the Town Hall. Wyn did a marvellous job of organising the logistics of the move. She also made sure to give staff a Health and Safety briefing to begin the day.

Eketahuna Library hosted a very successful series of class visits from the entire student body of Eketahuna School. It was so successful, they are planning to visit on a regular basis in 2021.

Dannevirke Library hosted a 'Thank-you, we appreciate having you' Christmas morning tea for our volunteers. This was our opportunity to thank them for their help and support over the past year. They are much appreciated and highly valued by the team.

Patrons were encouraged to take out extra material to tide them over the extended closure period. No items were due back before 11 January to ensure there were no penalties incurred. Patrons were able to return their items over the time as usual.

LIANZA (the Library Association of New Zealand Aotearoa) hosted its inaugural Zoom meeting of Children's and Young Person's Librarians at the beginning of the month. This is the first time it has been possible for all these librarians to meet and is a marvellous networking and information-sharing opportunity which will be held monthly in the coming year.

Planning

For Pahiatua Library the month of December was devoted to planning for the removal of the entire contents to the Town Hall and its subsequent return on 11 and 12 January 2021.

Final planning for the Steam into Reading Summer reading programme was completed as registrations began to come in. The Reading Programme is open to anyone of school age whether they hold a library card or not.

Planning for the 2021 Little Ears themes is underway. Planning is going ahead for YOLO (You Only Live Once) and the next holiday programme. The Outreach librarian is planning activities for our attendance at the MotoX event next month.

Delivery

Library Events & Programmes

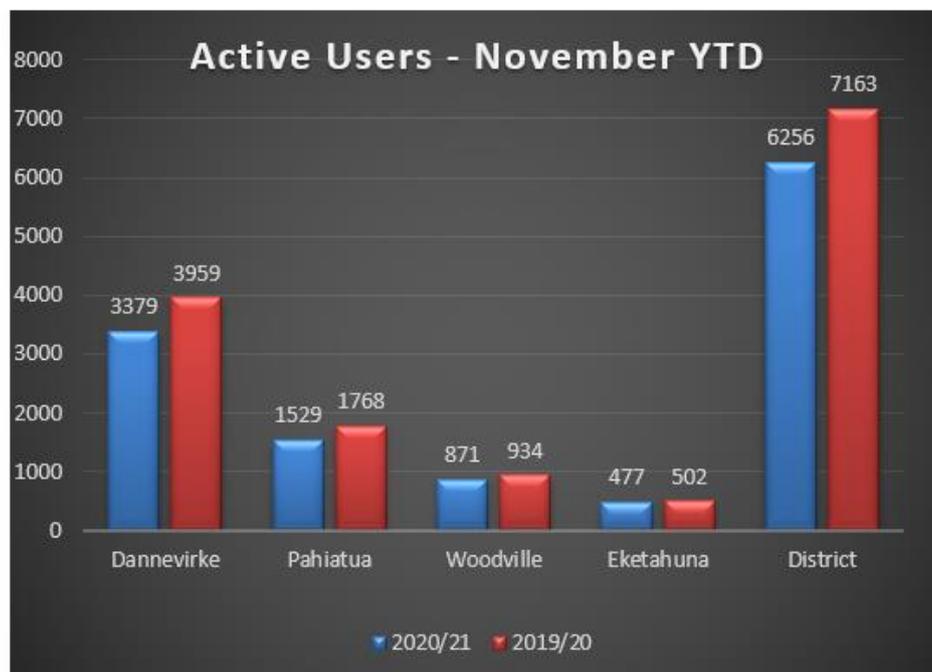
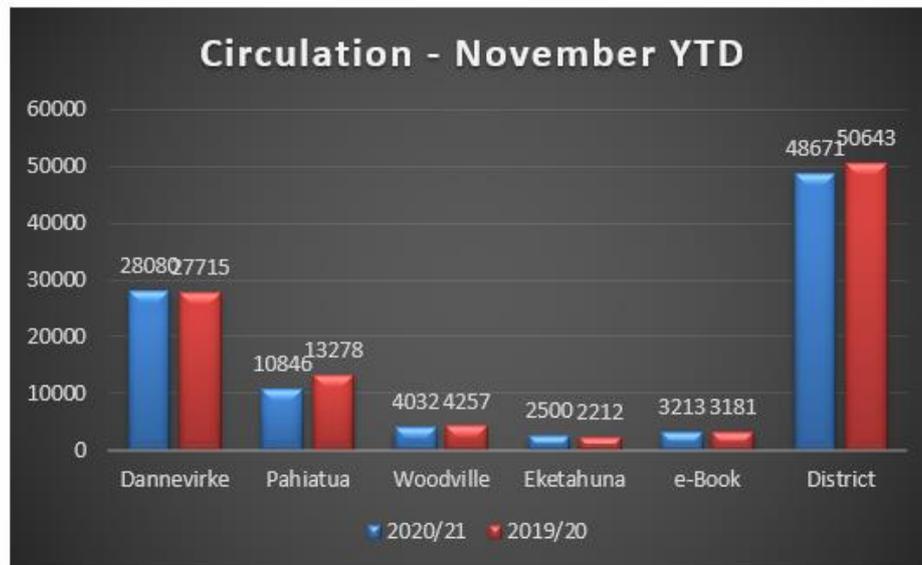
The Steam into Reading Summer reading programme has attracted a total of 169 participants this time. The week prior to Christmas included a session where each library conducted an experiment. Eketahuna made crystals, Dannevirke did binary code bracelets and downloading an app to make sure it worked, and 9 children participated in Pahiatua, all thoroughly enjoying their time.

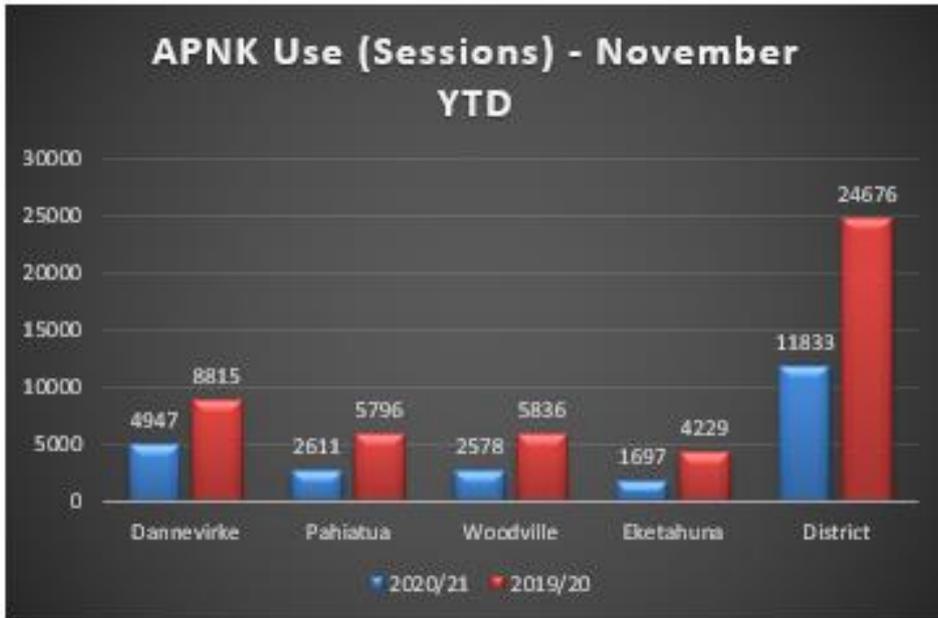


The programme also includes at-home activities which are being enjoyed also. Some families are bringing their results in to the branches or emailing photos of what they have achieved.

Final sessions of our programmes were held before taking a break over the summer holiday.

Statistics as at 30 November 2020





TARARUA DISTRICT COUNCIL

QUARTERLY UPDATE REPORT

01 Oct to 31 December 2020

INTRODUCTION

Sport Manawatū's role is to support the council achieve its aspiration of having a connected, vibrant, and thriving District, through the mediums of Play, Recreation and Sport. This update presents Sport Manawatū's achievements in the Tararua District during the quarterly report period. Outlined below are our agreed service outcomes:

1. **The Tararua District exceeds the national average for physical activity.**
2. **People have the skills to safely and confidently cycle and walk on our active transport network and system.**
3. **Everyone is encouraged to be active by playing and being active in sport and recreation facilities across our District.**
4. **Sports and community sport events create social opportunities and economic benefits.**

1. THE TARARUA DISTRICT EXCEEDS THE NATIONAL AVERAGE FOR PHYSICAL ACTIVITY

Deliver training, seminars, and programmes that impact on Active for Life outcomes

Young People

Sport Manawatū in partnership with Manawatū Cricket Association hosted the inaugural Leavers Cup in October, which is a tournament that aims to provide a transition link for schoolboys with clubs in their final years at school. Manawatū local cricket clubs were umpires for the tournament which allowed the clubs to create a relationship with the schools. The teams that took part were school teams that do not normally have teams in any of the Manawatū Cricket Premier Men's Competition. Tararua College (TC) was one of the four schools involved in this tournament.

The Secondary School advisor worked with the Sport Coordinators at TC and Dannevirke High School (DHS) to gather data for the 2020 NZ Secondary School Sport Census. The census will give us an idea on how Covid-19 has impacted the participation of students and teachers

involved in sport as either a player, coach, manager, or all of the above for 2020. This data is being collated from all schools across NZ and we will have access to it in the next few weeks. The Secondary School Advisor has also been gathering information from TC and DHS around the state of school sport within their schools. The bigger picture is to understand what secondary school sport looks like, and what we want it to look like going forward. Gathering this information from each school will help understand where they are at right now, where they would like to be, and how we help them get there. TC and DHS both see sport benefiting students' wellbeing, providing opportunities for all student abilities, and having more intra-school opportunities. This is something we will be working towards in 2021.

Sport Manawatū hosted the end of year sport coordinator function for all Sport Coordinators in Manawatu to come together and celebrate the end of an interesting year. This was held at Speights Ale House and had great attendance, with TC Sport Coordinator Bridget Bailey also attending.

The Tararua Recreation advisor (TRA) attended both TC and DHS sports awards, as well as presenting prizes to each High School for their top sports athletes that were announced at each main prizegiving event. It was a brilliant chance to see the showcase of talent and volunteers in our district for young people.

Sport Manawatū held a Womens and Girls week, which hosted a variety of events. The TRA took three Tararua College female athletes to a breakfast event which they thoroughly enjoyed. The parents were very grateful for this opportunity offered to their daughters.

Sport Manawatū supported Golf NZ / Manawatū /Wanganui Golf to deliver a coach development programme in the District. Ten coaches from Pahiatua and Eketahuna golf clubs attended theory and practical coach development sessions to support and develop their junior programmes.

Support local groups and help grow their ideas

Pahiatua Swimming Pool

Following on from our previous quarterly report, the TRA assisted the chair of Pahiatua On Track with preparation and presentation to TDC to obtain support from council for a covered pool. This was approved for inclusion in the Long Term Plan resulting in a great success. The council commented on how our presentation was of a high standard and was accompanied with detailed evidence.

Recreation Committee (Skate Park)

Work continues to support Dannevirke base stakeholders in the development a new recreation and play area at the Upper Domain. To date a survey to the community around their needs has been completed. Community consultation was held with the TRA and Sport Manawatu promoting the event and assisting to facilitate. It was a great turn out and went



extremely well considering the bad weather that day - lots of engagement and support for the project from all ages, high school and primary school age children attended and feedback also which was extremely useful as the project is being built for them. The Recreation Committee are working towards having a basketball court built but are awaiting to see council response to Dannevirke Multisport Hub Committee presentation to council and will look to meet in early 2021 to outline next steps.

Dannevirke Multisport Hub

The TRA has continued to work with the Dannevirke Multisport Hub committee (DMC), facilitating a meeting with council representatives including Jessi McKenzie, Peter Sinclair, Dave Watson, Raj Suppiah, and Chris Chapman. The outcome from this meeting resulted in a community workshop, where pre work was sent out to all clubs and groups from TRA to her Dannevirke database. Jessi and TRA then facilitated a workshop which showed a need and demand from the community for this facility. The TRA assisted DMC to present to council about the project they are wanting completed, they asked for TDC assistance as they keep coming up against roadblocks. From this presentation TDC have agreed to fund up to \$60k in the Long Term Plan to determine feasibility of the project. Further, they have agreed for 2 elected Council members (Erana & Raylene) and 1 council staff member (Jessi McKenzie) to be allocated to the Committee.



Woodville Recreation

The TRA along with Councillor Raylene Treder met with Woodville Districts' Vision Chairperson Vicky Tomlinson and Woodville in Focus members to discuss where they are at with Recreation and Play development for Woodville, and how the two groups can work together to ensure outcomes are met and developed for the community. Following on from the two groups they have decided to work together on the project. They have had two meetings which Raylene attended. They are looking to present to TDC early in 2021, in which the TRA will assist them with the presentation preparation.

Let's Move It

The 'Let's Move It,' physical activity for under 5's, have held four sessions from 25 November. This has been a project under development for some time. Rose (from REAP)

and TRA have been working together on funding however applications for equipment purchases have been declined. Dannevirke High school can no longer store gymnastic equipment, and this has provided an opportunity for Let's Move It to procure these items for sessions. (The rest of the equipment has been distributed to Bush Multisport Stadium (BMS) and Manawatu Gymnastic). The numbers have been between 12-30 for each session with sessions to commence again in Term 1 at the Knox Hall. We are pursuing funding options to help with hall hire cost, to ensure that all Under 5's can attend, and that cost will hopefully not become a barrier.



Ripper Tournament

Manawatū Rugby and the TRA worked together to host a Ripper Tournament on 2 December 2020 in Pahiatua. It was a great day with a lot of positive feedback from the players, volunteers, and teachers. The number of teams was lower than hoped with only nine teams participating. We are looking to host the event again in 2021 and are working with school staff to review the school calendar to ensure we have more teams participate in future.



BMS Code Fundraiser

Due to COVID-19 the sports codes at BMS lost fundraising opportunities and sponsorship. The Bush Multisport Park Facility Manager and the TRA proposed and assisted with a joint fundraiser. Senior Hockey, Netball, Football and Rugby were all involved. The committee sold tickets, provided band, supper, beverages to purchase and an auction from items donated from each code. Each code fundraised \$1300 each. The event had a tremendous amount of positive feedback and the codes will recreate in 2021.

Touch Hui

The TRA has been working with Riki Enosa and Eruera Rautahi to assist them with the organising of a Tararua Touch tournament for primary and secondary school students. It was hoped to run in Term 4; however, they were unable to find a date due to a full school calendar. They did however get Dannevirke to affiliate to NZ Touch and Pahiatua is looking to also.

School Calendar

TRA is working with the schools to create a school physical activity calendar. There are a variety of sport codes that would like to come into our region to develop their sport with our children but are struggling to find dates that work with the schools due to not enough notice being given to the schools. The TRA also wants to ensure that schools are having different groups go into the school throughout the whole year not just one term overloaded, in which the calendar should decrease.

Sector Conference

Sport Manawatū hosted the inaugural Play, Active Recreation and Sport (PARS) sector conference for the first-time hosted outside of Palmerston North with the event taking place at Manfield Park. Insights from stakeholders indicated that the following topics would be of interest:

- Sector overview
- Balance is Better
- Engaging Youth
- Sector Leadership
- Funding
- Wellness
- Future of Sport
- Facilities

The key themes for the conference included “Balance is Better” and “Thinking Differently”. A key TDC outcome from the conference was for the sector to build its capacity and capability whilst becoming more self-sustaining. We were fortunate to secure the support of Rodney Wong, Governance specialist to share his thoughts on Futures Thinking and Dr Johanna Wood to share her story of securing the FIFA Women’s World cup.

Sector Impact

Anecdotal feedback and survey monkey results feedback in general indicated the conference was well received and a desire to hold these on an annual basis. 97% of respondents were either satisfied or very satisfied with their experience & net promotor score of 50 is excellent in terms of the rating system.

“I have been to most of SM conferences over the last few years which have been really good, this year I was engaged all day. I really enjoyed it, and it was the best I’ve been too” (MW Golf)

Our target attendance for the conference was 100+ however we ended up with approximately 65 attendees (four TDC residents). There was a diverse range of people representing Sport, TA’s, School, Clubs, Tertiary, Cultural and Active Recreation providers. In reflection the project team felt there was some mitigating factors that may have had an influence on the number of attendees, including time of year, competing activities including summer sport, and a shortened workweek (Labour Day).

The community now has a broader understanding of what the Balance is Better (BiB) approach means, and the sector have indicated a willingness to collaborate to embrace the BiB principles. However, more work is needed in this area to get wider community understanding.

Engaging youth to present or be part of the panel provided some powerful and unfiltered feedback to the sector on how they can engage and keep youth involved in sport and active recreation.

“The youth panel hit us between the eyes telling us what we have got wrong” (conference participant)

Some highlights participants took away from the event:

“very strong consistent message throughout, but the two that stuck with me the most was the Rodney Wong presentation and the physical activity session”.

“Skateboard Bailey was very articulate, and the Rodney Wong session was different and challenging and a strong finish with president of NZ Football”.

“Interaction with different codes. Rodney Wong's presentation in understanding other people”.

Deliver Green Prescription, Active Families and Strength and Balance

Green Prescription - Getting the Manawatū Active!

The Green Prescription is a Ministry of Health and MidCentral District Health Board funded programme that aims to get more people physically active, and to help them to improve their health and wellbeing.

In the latest quarter:

- Thirty-four clients were referred to the Green Prescription programme.
- Two Pahiatua clients attended our Palmerston North group, and one will be joining that group in February – they are able to use the Health Shuttle to get there.
- Eleven clients registered into the Phone Support service. Two decided not to use their Scrip. We are in touch with 14 clients who are considering registering to join.
- The Active Team member visited the Tararua four-weekly, meeting clients by appointment, with the day, times, and meeting venue all flexible, to suit clients. During the Quarter we held two aqua sessions at WaiSplash – a third was cancelled as the pool became unavailable.
- In total, 22 clients participated in the Phone Support programme during the quarter:

We communicate the details of the Green Prescription service in quarterly reports delivered to all health professionals. At the same time, we offer visits to help health professionals understand the programme – this offer is not usually taken up by Tararua health professionals. Tararua referrals are almost exclusively now received electronically. A barrier for many participants is the expense of using a gym or pool. Discounts are arranged with AMP WaiSplash Community Pool, under their Medical Referral scheme, and with Activate gym. We also support clients who apply to WINZ for financial assistance.

Referrals came from:

- GP Practices
- MidCentral DHB specialists and physiotherapists
- And 10 referred themselves.

ACTIVE FAMILIES: Engaging Whānau most in need of physical activity, sport, and active recreation

The Green Prescription (GRX) Active Families is a community-based health programme shaped and delivered to support physical activity uptake in Tamariki and Rangatahi aged 4 – 17 years and their whānau/families. The programme provides support, guidance, and opportunities to create positive healthy lifestyles through regular physical activity and healthy eating. This is achieved through education, nutritional guidance, goal setting and on-going support in a culturally appropriate setting.

The Active Families programme in this quarter has continued to be delivered out of the Bush Multisport stadium in Pahiatua with the great facilities it provided for all types of activity. There are currently 14 participants and their families registered on the programme in the Tararua. This programme included weekly activity sessions with our families incorporating fitness games, Basketball, Boxing, a nutritional session, and many other activities. Families were able to take away some great ideas of fun fitness games they could play at home

together, as well as both portion plates to eat off and lunchbox flip charts for great ideas for healthy lunches.

With a new Advisor starting late in Term 4 home-led support was given to the families in the region by way of phone contact and emailed resources. Continued support and encouragement was offered for home-led activities.



A new Active Teens programme within Tararua College was delivered to two different groups of students: A Year 9 whānau class, and a group of students within the Student Support Centre. This was a great opportunity to increase the students' knowledge around health and wellbeing, and to explore different types of physical activity. The term included a variety of sessions ranging from tips about nutrition, to activities not typically included in a school setting such as frisbee, boxing, fitness games and home workouts. The Active Teens programme provided an opportunity to work with these students in smaller groups compared to a normal class size which has been of great benefit for them. Exercises and activities were adapted to suit individual participant needs, and there was time to work closely with them on certain skills. The small groups allowed us to create an environment that made everyone feel comfortable enough to give every activity a go, which helped to build confidence within the students. What initially was organised for a term programme was extended into term 4 because the students enjoyed and benefited from the sessions so much.

Community Group Strength and Balance

One of the ways Sport Manawatū is helping New Zealanders to live stronger for longer is by supporting the development of community group strength and balance exercise classes targeting those over the age of 65 years throughout the MidCentral Health region.

There are now 11 Strength and Balance classes (four providers) endorsed on the 'Live Longer for stronger' website across the Tararua District.

We continue to connect and engage with existing exercise providers throughout the Tararua District working with providers for community classes to be approved and available for elders in the area.

We are continuing to work closely with stakeholders, the MDHB Safe Mobility Council, and the falls prevention team to promote the programme and to improve alignment of health clinicians within the DHB.

We have updated the Community Strength and Balance booklet. The Strength and Balance coordinator is currently working with a stakeholder in Pahiatua to have her programme endorsed.

We have created a new way to refer patients/clients to the Community Strength & Balance programme. The goal is for this referral process to be as straight forward as possible and provide access to members of our community to the classes on offer.

The referral process can be found here:

<https://www.sportmanawatu.org.nz/active/strength-balance/csb-health-professionals-referral/>

Deliver activities that are complementary initiatives aimed at increasing community participation

Administer funding to support Play, Active Recreation and Sport Outcomes

Coordinate the Tū Manawa Active Aotearoa fund

Tū Manawa Active Aotearoa provides funding for programmes or projects delivering play, active recreation, and sport experiences for tamariki and rangatahi. It is particularly focused on groups where barriers cause them to be less active. The purpose of Tū Manawa Active Aotearoa is to provide quality experiences that are accessible, create a lifelong love of being active and meet the needs of tamariki and rangatahi. We have a particular focus on:

- Children and young people in higher deprivation communities
- Girls and young women (5-18) and disabled children and young people (5-18)
- Demand/Needs led programmes.
- Local Led Delivery based
- Significant leveraging opportunities through collaborative partnerships

The activation fund helps to cover programme or service delivery costs including:

- Programme or project delivery e.g., venue or equipment hire, transport.
- Equipment as part of the programme or service.
- Officials, where these are required for the delivery.
- Delivery staff wages e.g., activity leader, coordinator.

Sport Manawatū have a total allocation of \$720k to distribute regionally.

Active Aotearoa allocated funding			
Organisation	Project	Participants	Funding Granted
Surf Lifesaving	Play		\$2,500
Manawatū-Whanganui Golf	Country Club Youth Golf		\$7,200
Wai Splash Community Pool	Water Safety for schools		\$10,000
Total			\$19,700

The TRA has assisted several District organisations with applications including Tararua College and Dannevirke High school with a travel funding application. The travel applications are high priority for the TRA as our young people sports fees are higher than other schools due to distance from sports venues, due to the price of fees it leads to Tararua young people dropping out of some or all sports earlier.

Community Resilience Fund 2.0 Administration

After receiving similar feedback from most regional sport trusts Sport New Zealand decided to open the wallet and top up the fund. This enabled us to provide help to all eligible organisations that requested it.

In the end, Sport Manawatu allocated \$489,743.53 to organisations within our jurisdiction. 69% of this amount (\$338,193.47) went to organisations that lie within the borders of the PNCC, and the rest went to other organisations within the Tararua, Horowhenua and Manawatu districts.

Here is some of the feedback from the organisations that received support from the Community Resilience Fund:

“Thank you very much for the Resilience funding, it will go a long way to covering our club’s costs”.

Regards

Simon Curran, Dannevirke Sports Club

Sport New Zealand Tararua Rural Travel Fund (TRTF)

The Tararua Recreation Advisor administers the Tararua Rural Travel Fund on behalf of Council. The fund (totalling \$9.5k) via Sport NZ is open to rural sport clubs and schools with young people between the ages of 5 and 19 years of age, who require subsidies to assist with transport expenses to local sporting competitions. The fund will be promoted in Bush Telegraph and on Social Media in February 2021, which is two months prior to the funds end of April closure.

International Representative Fund

The TRA administers applications for the International Representatives Fund, which are then reported to Council. There have been no applications during this quarter.

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

Act as the 'shop front' for the community to better access sector opportunities

Maintain a website and social media presence (e.g., Facebook) that is up-to-date and informative.

Sport Manawatū provide information to our communities through a number of communication channels: website, Facebook, Instagram, and e-newsletter. The website continues to be a key avenue for providing information to users. This reporting period has seen over 6,000 users to the site. Some of our top pages are Our People, Events, and Green Prescription, followed closely by Find Your Sport. Alongside the website, we post regularly on Facebook, and we are working to increase our profile on Instagram. The Sport in the Tararua Facebook page has 659 followers and continues to grow monthly. We post a range of information from local clubs/organisations, to Sport NZ funding, to promoting local parks and reserves.

In addition, our overall reach has maintained for the Sport in the Tararua Facebook page during the quarter. Each post is reaching over 100 people who are obtaining significant information, and of course created further exposure to our local clubs. Any posts featuring funding information or opportunities has also been popular. Sport Tararua Facebook page is currently highlighting events for summer-based programmes. Information shared to promote any local athletes' achievement was well received.

Provide Leadership advice on plans and projects the enhance opportunities for communities to be active and enhance decision-making

Work with Council staff and stakeholders including presenting to Council's Play, Sport and Recreation committee on issues /projects impacting the sector or community.

Recreation Strategy

Sport Manawatū staff have been involved as a stakeholder in the development of a District Recreation Strategy led by Jessi McKenzie. The TRA co-presented to TDC to discuss the following four focus areas of the proposed strategy:

- Increase participation in sport and recreation,
- Provide quality facilities and environments for sport and recreation,
- Improve collaboration between Council and stakeholders, and
- Support sustainable recreational tourism within the Tararua District.

The initial scope of the work involves gathering insights to help inform the actions to develop.

Sport Manawatu met with the Recreation Strategy working group to discuss the potential of how Play could be integrated into this strategy. They will continue this work in the next quarter through a presentation to council, Pop-up plays to gather insights, and possible community Play Box situated at Bush Multisport.

Provide insights/research on local trends and issues impacting on Council's Places and Spaces

Regional Sport Facility Plan

Sport Manawatū continues to fulfil its responsibilities by demonstrating its value in delivering on the Regional Sport Facility Plan Implementation Plan that has been agreed by the Regional Steering Group.

Sport Manawatū is in a unique position to oversee a number of regional and sub-regional projects, share valuable learnings that are benefiting the sector long term, and crucially playing our part in making sure every Council dollar is invested wisely for maximum return in benefits to the community.

Sport Manawatū facilitated a meeting involving TDC and PNCC management to progress thinking regarding use of NZTA contribution to recreational facilities tied into the Te Ahu a Turanga shared pathway. A cycling facility is being considered as part of the Lindauer trail that will require funding into a feasibility assessment. Initial conversations relate to groups and projects who might benefit from the investment.

Provide insights /research on local trends and issues impacting on Council's Spaces and Places

Maintain databases of clubs and facilities to ensure they are current.

Sport Manawatū have been working on a new system that will improve the way we connect with and maintain relationships through a Customer Relationship Management tool. Sporty offer a Super CRM platform of which a number of sporting groups use. The process has

involved an integration of multiple spreadsheets with the intention of eliminating record database duplication. The current database has been very valuable to connect with our Sport and Recreation.

Clubs that we have engaged during 2020 period include:

Code/Club	Contact
Dannevirke Sports Club	Craig Boyden, Simon Curran, Nicolette Holdom, Gordon Kuggelijn, Naomi Castles
Aotea Sports Club	Lucresha Mason, Tina Todd
Bush Senior Rugby	Clint Worthington, Rebecca Brown
Bush Junior Netball	Holly Swanson
Tararua College	Bridget Bailey
Dannevirke High School	Miriam Pinfold, Mary Mitchell, Aron Noble
Tararua Squash Club	Chris Dryland
Dannevirke Netball	Philamena Beale
Wai Splash	Philamena Beale
Bush Senior Hockey	Natasha Bailey
Dannevirke Tigers	Naomi Chase
Dannevirke Tennis	Wendy Stratford
Dannevirke Basketball Association	Reiri Hinekura, Eru Ruatahi
Smallbore	Robbie and Ruth McNair
Dannevirke Athletics	Kelly Gillard
Touch	Riki Enosa

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

Run and promote cycle skills education programmes.

We have continued to promote cycle skills in schools across the region over the last period. We are in the process of reviewing our programme to ensure alignment to a New Zealand Transport Agency standard which was rolled out.

In addition, Sport Manawatū and Council 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).

- A Bike Ready programme was completed at Eketahuna school in November 2020.
 - This saw the whole school being involved from Year 1 – Year 8
 - The TRA found it extremely rewarding teaching children who could not cycle how to ride a bike.
 - A total of 50 students received BikeReady instruction.
- Bike ready programme has been scheduled for Pahiatua based Schools in Term 2, 2021.



Provide guidance to Council on cycling matters and initiate Safe Cycle Travel Routes

Conversations with Mark Maxwell to progress developments of establishing preferred Cycle routes within District centres continue with a meeting of council and Sport Manawatū staff to occur in late October. Progress on cycle related developments continue between PNCC and TDC with a request for a stakeholder meeting with the parties looking likely in November.

Cycle Skills Delivery

Sport Manawatū is working with council to investigate funding opportunities to support cycle skills delivery in the District. Funding previously received through an NZTA Road Safety fund managed by Horizons will cease 30 June 2021. Some of the avenues we are looking at include a direct approach to NZTA from TDC for funding to support the delivery of the BikeReady programme.

Walk and Wheels Week 2020

What a fantastic week to walk or ride to/from school! The inaugural event was held 2 November and was aimed at encouraging children to either walk, wheel or cycle to school over five consecutive days. The initiative designed as a follow up to our Cycle skills programme, which aims to get children active by riding to school while using the city's active transport network. Walk and Wheels week also provided children with an opportunity to become more independent (those walking or riding by themselves) and to strengthen parental relationships (those walking riding with their parents). One District school had registered for the initiative however did not participate due to the time of year and the busy school calendar.

3. EVERYONE IS ENCOURAGED TO BE ACTIVE BY PLAYING AND BEING ACTIVE IN SPORT AND RECREATION FACILITIES ACROSS OUR DISTRICT

Increase awareness of opportunities to be active in Council's sport and recreation facilities, parks, and reserves.

Provide advice to Council and sports facility proponents on the investment decision-making framework.

Support opportunities that contribute to the community accessing our Spaces and Places - *developing a Play Framework to assist the Council deliver on its aspiration of a connected, thriving rural community.*

In 2019, Sport Manawatū conducted a survey to identify the behaviours of children and beliefs of teachers involved with a play-based learning model. In addition, further Insights were gathered to help identify the importance of play as a cornerstone to be physically active for life. Discussions with Council and our Regional Sport Trust network has supported the development of a draft Play Framework. The framework looks at play for children and adults as a continuum, identifies focus areas including safe places, promotion, and advocacy. Most importantly, it encourages outcomes that require parents to give time, place, and permission for children to explore.

We agreed on an annual investment plan with Sport NZ and appointed Whitney LeCompte in September as a Play Systems Lead who will be responsible for Framework actions that deliver on regional play-based outcomes. We will be working with the Council and community on localised play initiatives including Pop-Up 'Places to Play' events that were being held in July 2020. Sport Manawatū along with Sport NZ will be presenting to elected officials in March 2021 to discuss ways how council could develop and integrate a Play based policy to support localised outcomes.

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

Deliver an annual participation event

Due to COVID the Mini Dinger was cancelled. It will take place in 2021.

Deliver the Tararua Seven-a-side Tournament

Preparation has started for the tournament with a proposed date pencilled for 4 August 2021. Volunteer students from Massey University have been secured to assist, as they were extremely useful in 2020 to ensure the event ran smoothly with no stress.

Deliver the Tararua Sports Awards

A dual celebration for both the 2019 and 2020 seasons will be held on 21 May 2021 at the Dannevirke Town Hall. The TRA is working with Mercedes (Business Hub) as part of our event planning. A suggestion was raised to incorporate a Sports and Cultural Awards as a way in which physical recreation could also be recognised i.e. Kapa Haka, dance, however it has been determined that the idea be considered at a later date.

Woodville Grand Prix Motocross Event

The TRA is using her relationships between council and motocross committee to develop additional activities alongside of the main event with the aspiration of supporting the largest Australasian Mx event continues to run in Tararua. The event will take place during the weekend of 30/31 January 2021 and will see round one of New Zealand National series take place. The TRA has helped develop two new mini classes (primary school age), Girls and Novice to ensure more locals will get to partake in NZ largest MX event. She has also assisted in obtaining more local businesses to be involved in the event and recruit World Class riders to our region. The TRA is responsible for co-ordinating the mini event and has been working closely with mini sponsors Tararua Alliance and exploring sponsorship opportunities relating to recreation projects in the District.



