

Dannevirke Community Board

Notice of Meeting

A meeting of the Dannevirke Community Board will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Monday 18 March 2024** commencing at **9:00am**.

Bryan Nicholson Chief Executive

Agenda

1. Welcome and Meeting Opening

2. Apologies

3. 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 5 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 Chairperson, members may ask questions of speakers during the period reserved for public forum. If permitted by the Chairperson, questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

4. Notification of Items Not on the Agenda

Major items not on the agenda may be dealt with at this meeting if so resolved by the Board 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 Board may be discussed if the chairperson explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at that meeting, but no resolution, decision or recommendation may be made in respect of that item except to refer it to a subsequent meeting.

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

6. Confirmation of Minutes

Recommendation

That the minutes of the Dannevirke Community Board meeting held on 19 February 2024 (as circulated) be confirmed as a true and accurate record of the meeting.

7. Tararua District Council Report

7.1 Tararua District Council minutes

Recommendation

That the report of the Tararua District Council meeting held 28 February 2024 be received.

8. Reports

8.1	Application for Funding - Dannevirke and Districts RSA Inc	19
8.2	Management Report	37
8.3	Capital Programme Update	81

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

- 10. Correspondence
- 10.1 Correspondence Recommendation That the correspondence listed be received: Letter of thanks from Tararua Riding for the Disabled

13. Discussion Items

Upcoming consultation on draft Long-term Plan

Anzac Day preparations

14. Chairperson's Remarks

5

13

100

- 15. Items not on the Agenda
- 16. Closure



Dannevirke Community Board

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 26 Gordon Street, Dannevirke on Monday 19 February 2024 commencing at 9:00am.

1. Present

Board Members: P F Walshe (Chairperson), T J Hynes (Deputy Chairperson), E J Christison, R T Wallace; and Crs E L Peeti-Webber and S M Wards

In Attendance

Her Worship the Mayor T H Collis Councillor N L Chase

Mrs A Small	-	Group Manager – Strategy and Community Wellbeing
Mrs A Dunn	-	Manager – Democracy Services

2. Apologies

There were no apologies.

3. Public Forum

3.1 **Public Forum - Adrian Corlett re Use of Park for Radio Controlled Vehicles**

Mr Adrian Corlett, of the Radio Truckers of NZ group, had arranged time to speak to the Board about the group's proposal to establish a radio-controlled vehicle track at the former BMX track in Dannevirke. Unfortunately Mr Corlett was unable to attend. The Board noted that the Council would be reviewing its reserves use, through development of Reserve Management Plans. These would be subject to public consultation, and would be appropriate for the Radio Truckers of NZ group to be involved in the public engagement and consultation.

4. Notification of Items Not on the Agenda

Board member Wallace – Cyclone Gabrielle

Board member Christison - Walkways

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

Board member Christison – Umutaoroa Domain update

6. Confirmation of Minutes

That the minutes of the Dannevirke Community Board meeting held on 18 December 2023 (as circulated) be confirmed as a true and accurate record of the meeting.

Hynes/Wallace

Carried

7. Tararua District Council Report

7.1 Tararua District Council Report

That the report from the Tararua District Council meeting held 20 December 2023 be received.

Christison/Peeti-Webber

That the report from the Tararua District Council meeting held 31 January 2024 be received.

Wallace/Wards

8. Reports

8.1 **Consultation on Draft Urban Growth Strategy**

The Dannevirke Community Board considered the report of the Manager – Democracy Services dated 7 February 2024 that provided information about the public consultation underway on the draft Urban Growth Strategy and sought Board members' assistance in obtaining feedback from the community.

Members discussed the information evening held on 15 February 2024 at the Dannevirke Library, and noted there had been a good level of public attendance and engagement. It was noted that three more community information events were scheduled throughout the District, and these were scheduled for the following dates:

Carried

Carried

Meeting of the Dannevirke Community Board - 18 March 2024

Tuesday 20 February 2024: Eketāhuna Library 5:00pm to 7:00pm

- Wednesday 21 February 2024: Pahiatua Service Centre 5:00pm to 7:00pm
- iSite Visitor Information centre, Woodville: Thursday 22 February 2024 5:00pm to 7:00pm

That the report from the Manager - Democracy Services dated 07 February 2024 concerning the Consultation on Draft Urban Growth Strategy be received.

Wallace/Peeti-Webber

8.2 Dannevirke Community Board - General Assistance Grants Scheme 2024

The Dannevirke Community Board considered the report of the Manager – Democracy Services dated 10 January 2024 that sought a decision from the Board to advertise the availability of its General Assistance Grants Scheme and invite applications for funding from the community.

That the report from the Manager - Democracy Services dated 10 January 2024 concerning the Dannevirke Community Board - General Assistance Grants Scheme 2024 be received.

That the Dannevirke Community Board advertises the availability of the General Assistance Grants Scheme for 2024 and invites applications for funding.

That the closing date for applications for funding be 25 March 2024.

Hynes/Wallace

Carried

Carried

8.3 Application for Funding

The Dannevirke Community Board considered the report of the Manager – Democracy Services dated 18 January 2024 that presented an application for funding from the Makotuku Progressive Association for consideration. The Board discussed whether to consider the application at this meeting, or to hold over for consideration with other grant applications received through the advertised funding round. The Board agreed to consider the application at this meeting.

That the report from the Manager - Democracy Services dated 18 January 2024 concerning the Application for Funding be received.

That the Dannevirke Community Board grant \$1,000.00 to the Makotuku Progressive Association towards the costs of upgrading the ladies' bathroom in the Makotuku Hall.

Wallace/Christison

8.4 **Roading decision making process**

The Dannevirke Community Board considered the report of the Manager -Democracy Services dated 31 January 2024 that provided information on the process for setting Council's roading programme and funding, in order to assist Board Members with responding to enquiries from the community. Board member Wallace sought clarification on the outcome of requests for traffic calming to be installed in Easton Street, Dannevirke. In response it was advised that as it was an operational matter, that the best course of action would be to make an appointment with the Group Manager – Infrastructure to discuss.

That the report from the Manager - Democracy Services dated 31 January 2024 concerning the Roading decision making process be received.

Walshe/Hynes

Carried

Carried

8.5 **Updated Code of Conduct for Elected Members**

The Dannevirke Community Board considered the report of the Democracy Support Officer dated 1 February 2024 that presented an updated Code of Conduct to the Board for consideration.

During discussion the Board felt it would be helpful to include a flow chart to illustrate the process for making a complaint under the Code of Conduct. Officers undertook to develop a flow chart for this purpose.

Members also felt it would be useful to have a workshop discussion about acceptable behaviour of elected members, perhaps as part of the Board's regular meeting with Her Worship the Mayor.

That the report from the Democracy Support Officer dated 01 February 2024 concerning the Updated Code of Conduct for Elected Members be received.

That the Dannevirke Community Board adopt the updated Code of Conduct for Elected Members, as amended by the Tararua District Council at its meeting held 31 January 2024.

Wallace/Peeti-Webber

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

9.1 Chamber of Commerce – Board member Hynes reported that the next After Fives event would be held at REAP on Tuesday 27 February at 5:15pm. There would be a presentation on the REAP activities. The April After Fives event would be held at Stitch me, at the May meeting would be a combined meeting held at Tui Brewery. The June meeting would be held at Tararua Vets.

- 9.2 **Community Vehicle Trust** Board member Hynes advised that the service had returned for the year in mid-January and had been exceptionally well patronised with an increase in passengers. This may need to the need to recruit additional drivers for the service.
- 9.3 **Dannevirke Brass Band** Board member Wallace noted the Band's meeting was scheduled for Tuesday 20 February. He spoke about the level of interest from young people in joining the band and learning brass instruments. He noted the band were preparing for Anzac Day.
- 9.4 **Dannevirke Information Centre** Board member Wallace noted the centre had made a change to their meeting time so that he could attend their meetings. The centre had asked him to report that they had not received an acknowledgement from the Community Vehicle Trust for their past service. He noted the membership numbers for the centre had been dwindling, and that they were looking for a new secretary and additional volunteers. He noted the Information Centre were concerned about the costs for running the centre, but had recently introduced a new service for the community where people could visit the centre to make arrangements for residential solid waste collection services.
- 9.5 Akitio Annual General Meeting of Ratepayers Association Councillor S M Wards noted that both herself and Chairperson Walshe attended the Annual General Meeting. The meeting included discussion of the water supply issues that were experienced in the Christmas / New Year period. She noted that work that had been undertaken behind the scenes, and that an in-depth report was included in the agenda for the 21 February meeting of the Infrastructure, Climate Change and Emergency Management Committee. She noted that the Ratepayers Association Committee had been re-elected and that the Ratepayers Association had sent out communications about the water supply issues experienced.
- 9.6 **A&P Association** Board member Christison noted he had not attended their meeting. However he did attend the show and felt there was a good turnout of business sites. He noted the new power supply to the grandstand that had been undergrounded to make it safer. Board member Hynes noted that there had been approximately 1000 paying people through the gates and commended the new A&P Show Committee for their work.
- 9.7 **Proposed Dannevirke Skatepark** Councillor E L Peeti-Webber speaking as a member of Dannevirke Multisport Complex Inc, noted the feedback received to keep the fountain, therefore the proposal was now to build the skatepark in the area and maintain the fountain. She spoke about the blessing that the Returned Services Association had given to the proposed site for the skatepark, noting the site was some distance from the cenotaph and would not impede services held there. The committee were now fundraising for the skatepark, and a Ball was being organised for the last Saturday in May as part of the fundraising. Applications were also being made to external funding providers.

10. **Correspondence**

10.1 **Correspondence**

That the correspondence listed be received.

Letter to NZTA – red surface treatment on Dannevirke pedestrian crossings. Wallace/Hynes Carried

11. Discussion Items

- 11.1 **Anzac Day Concert Planning**: Board member Wallace that he would not be available to organise the Anzac Day concert this year. The Board discussed the need for stage lighting and sound system to be available at the Town Hall, and whether the Council could invest in provision of those facilities. Members would need to consider whether there would be an Anzac Day concert organised for 2024.
- 11.2 **Dannevirke Christmas Lights**: Chairperson Walshe noted that some of the bulbs for the Christmas lights erected in High Street needed to be replaced before the lights were put up for Christmas 2024 season. The Board also discussed whether the Community Board could invest in purchasing Christmas flags that could be used to decorate High Street during Christmas time. Chairperson Walshe undertook to look into both of these matters.
- 11.3 Water saving incentives e.g. Water tanks and metering: Board member Wallace enquired as to whether the Council could incentivise residents to install water tanks that collect water from the house spouting, for example making these available for purchase from the Council at cost. He also questioned the water metering processes, where extraordinary users that were metered paid for a minimum of 40 cubic metres regardless of whether they used that amount of water.
- 11.4 **Signage for Heavy Vehicle Bypass in Dannevirke**: Board member Wallace questioned whether there could be signage, however it was noted that Dannevirke did not have a heavy vehicle bypass.
- 11.5 **Norsewood Water**: Board member Christison noted the public meeting being held in Norsewood to discuss the water quality, and advised that he would be attending.
- 11.6 **Fountain Upgrade**: Board member Christison advised that there were some interested parties in forming a group to restore the fountain at the Upper Domain. In discussion it was noted that the fountain would need to be made safe, and a system for recycling the water instead of it going to waste would be needed. The Board also noted the Scott Memorial Fountain could also need a system for recycling the water it used. There was also discussion about the rose gardens and an idea floated about seeking sponsorship to fund re-planting, however others felt that due to the shady site that roses would no longer flourish

so other plantings could be thought about.

- 11.7 **Dannevirke Water Update and Town Leaks**: Board member Christison acknowledged that water leaks he had reported in Dannevirke had been fixed. He expressed concern about water infrastructure failing, causing leaks. In discussion it was noted that one recent leak that had been reported was a spring, and not a result of failing water infrastructure.
- 11.8 Umutaoroa Domain Update: having declared a conflict of interest due to submitting a quote for this work, Board member Christison took no part in the discussion of this item. The Group Manager Strategy and Community Wellbeing provided an update, advising that the Council had agreed for the site to be remediated and made safe. The process was underway of reviewing the quotes received for the work. Once the tender had been let, the trees would be removed and the site made safe. The future of the hall / former school building would be consulted on through the Long-term Plan process. Once the successful tender had been finalised, the Umutaoroa Domain Community Committee would be informed of when they could expect that work to be done. The timeframe is for the trees to be removed first, the removal of the hall is a separate matter that would not be decided until consultation with the community through April/May had been finalised. The decision making on that would be at the end of June 2024.
- 11.9 Settlers' Memorial Site Lamason property Armstrong Road: Board member Christison asked whether the Dannevirke Community Board would be supporting the project on the Armstrong Road site, for example with the costs of traffic management. It was advised that the process was being worked through regarding the use of road reserve to establish the parking area. A meeting was organised for Thursday 22 February to discuss what is required by Alliance in terms of that site. The memorial site will be built on private land.

12. Chairperson's Remarks

The Chairperson noted that with regard to the Anzac concert, he would get back to everyone on that matter.

13. Items not on the Agenda

13.1 **Walkways** – Board member Christison advised that the works on the Victoria Avenue walkway were now complete. He proposed that more maintenance be undertaken on the walkways in the future.

Cyclone Gabrielle – Board member Wallace noted the anniversary of the Cyclone event. He offered assistance in any future events, and sought to be kept informed during events. In response Her Worship the Mayor noted that all Board members were sent the situation reports as they were released during the response stage, and advised that managing volunteers during a response can be

difficult, however assistance was drawn upon where appropriate. A suggestion was made that there may be farmers still needing a hand on their properties that may be happy to be contacted with offers of assistance.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 10:30am.

Chairperson



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 28 February 2024 commencing at 1:00pm.

1. Present

Her Worship the Mayor - Mrs T H Collis, Crs E L Peeti-Webber (Deputy Mayor), N L Chase, A K Franklin (via Teams), S M Gilmore, P A Johns, M F Long, K A Sutherland, S A Wallace and S M Wards

In Attendance

Mr B Nicholson	-	Chief Executive
Mr R Suppiah	-	Group Manager – Corporate and Regulatory
Mrs A Small	-	Group Manager – Strategy and Community Wellbeing
Mr H Featonby	-	Group Manager – Infrastructure
Mr P Wimsett	-	3-Waters Transition Manager
Mrs S Walshe	-	Finance Manager
Mrs B Fowler	-	Senior Financial Accountant
Mrs A Dunn	-	Manager – Democracy Services

2. Council Prayer

The Mayor opened the meeting with the Council Prayer.

3. Apologies

That the apology for lateness from Cr A K Franklin be approved.

Mayor Collis/Gilmore

4. Public Forum

There were no requests for public forum.

5. Notification of Items Not on the Agenda

Nil

TARARUA DISTRICT COUNCIL

Carried

Carried

Carried

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

Nil

7. Confirmation of Minutes

That the minutes of the Council meeting held on 31 January 2024 (as circulated) be confirmed as a true and accurate record of the meeting.

Crs Chase/Wards

8. Community Boards and Community Committees Reports

8.1 Eketahuna Community Board minutes

That the minutes of the Eketāhuna Community Board meeting held 12 February 2024 be received.

Crs Gilmore/Johns Carried

8.2 Explore Pahiatua Community Committee minutes

That the minutes of the Explore Pahiatua Community Committee meeting held 7 February 2024 be received.

Crs Johns/Gilmore Carried

8.3 Dannevirke Community Board minutes

That the minutes of the Dannevirke Community Board meeting held 19 February 2024 be received.

Crs Wards/Peeti-Webber Carried

8.4 **Positively Woodville Community Committee minutes**

That the minutes of the Positively Woodville Community Committee meeting held 13 February 2024 be received.

Crs Gilmore/Johns

9. Reports

9.1 Recommendation from Audit and Risk Committee re Adoption of Annual Report 2022-23

The Tararua District Council considered the recommendation from the Audit and Risk Committee's extraordinary meeting held 22 November 2023 seeking

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adoption of the draft Annual Report for the year ending 30 June 2023.

The Finance Manager advised that approval from Audit New Zealand had been received this morning to adopt the Annual Report for 2022-23. She tabled a copy of the letter of representation from Audit New Zealand and advised that a copy of this as well as the Audit opinion would be circulated to elected members.

That the Mayor and Chief Executive be delegated the authority to make any minor changes requested by Audit New Zealand and to sign the Statement of Compliance and Responsibility that is contained within the Annual Report for the year ending 30 June 2023; and

That the 2022/23 Annual Report be adopted in accordance with Section 98 of the Local Government Act 2002.

Mayor Collis/Wards

Carried

9.2 Requests for Information under the Local Government Official Information and Meetings Act 1987

The Tararua District Council considered the report of the Manager – Democracy Services dated 26 January 2024 that provided information on the requests for information received under the Local Government Official Information and Meetings Act 1987 over the preceding two months.

The Manager – Democracy Services highlighted the actions planned towards proactive release and publishing of Local Government Official Information, which would include publishing via Council's website the requests for information received, and the responses provided to those requests. It was noted that any personally identifying information would be redacted from requests and responses in compliance with the requirements of the Privacy Act 2020.

That the report from the Manager - Democracy Services dated 26 January 2024 concerning the Requests for Information under the Local Government Official Information and Meetings Act 1987 be received.

That the Council note the steps being taken towards proactive release and publishing of official information related to requests under the Local Government Official Information and Meetings Act 1987.

Mayor Collis/Gilmore

10. Correspondence

Nil

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Carried

11. Portfolio Reports

- 11.1 Akitio / Pongaroa Cr S M Wards spoke about the delivery of equipment to the one of the community hubs that had been established. She advised that she had travelled with members of the Civil Defence and Recovery teams, and spoke about the positive response received from the community, on the actions that took place following Cyclone Gabrielle. She noted that the community hub had been left well equipped to cope with any future events, and noted a generator would be provided in the future.
- 11.2 **Norsewood** Cr S A Wallace reported on the community meeting held at Norsewood to discuss water supply concerns, noting that the meeting was very informative with good communications. He expressed the feeling that the people that wanted value from that meeting received that, and thanked the team that was in attendance. A commitment to hold a follow up meeting in three months' time was noted by Her Worship the Mayor.
- 11.3 **Cyclone Recovery Stakeholder Group** Cr K A Sutherland advised that he attended the Cyclone Roading Recovery Stakeholder Group meeting, noting there was a full team present including a representative from Waka Kotahi. He noted that discussions were positive around funding for cyclone recovery, and for the National Land Transport Programme ahead. He advised that he felt that it was good to have Governance representation at the meeting. He noted that the Queen Street Dannevirke intersection had re-opened ahead of schedule, acknowledged the great work that the Tararua Alliance team were achieving.
- 11.4 **Ngāti Kahungunu Kapa Haka Regionals** Cr E L Peeti-Webber congratulated Ngāti Kahungunu ki Tāmaki-nui-a-Rua for the outstanding event, noting it was a huge event that brought many people to the area. She said that it was great to see some of Council's staff on stage as well. She commented that it was a great family event that included activities for children, and was very well organised.
- 11.5 **Woodville Horticultural Show** Cr S M Gilmore congratulated the Woodville Horticultural and Industrial Society for their very well organised event, noting that it was their 140th, and advised that the event was very well supported.
- 11.6 **New Zealand Fire Service** Cr E L Peeti-Webber spoke about the awards ceremony held to recognise the service of the community's volunteer members of the fire brigade, and her privilege to represent Her Worship the Mayor at the 60th year commemorations of Neville Jacobsen's service. She spoke about the trophy that had been created using floor boards from the old Dannevirke Fire Station. Following the ceremony there were other awards for service presented, and noted the many years of service by members of the volunteer fire brigade.
- 11.7 **Ngāti Kahungunu Kapa Haka Regionals** Cr N L Chase congratulated Ngāti Kahungunu ki Tāmaki-nui-a-Rua for putting on the event. She noted that 13 teams had competed, which allowed four teams to go through to Te Matatini. She said it was good to see how busy the town was, and spoke about the honour

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of having Paramount Chief Pa Ariki from Rarotonga attend the event. She then noted that 40th anniversary of Te Kōhanga Reo o Taniwaka 40th was today.

11.8 **Fuel Your Stoke event** – Cr S M Wards spoke about the Fuel Your Stoke event held in Pongaroa, a mutual event between the Rural Support Trust and the Council that was organised through Cyclone recovery funding. She advised the event was held in the Domain at Pongaroa and was very well attended. She thanked everyone involved in organising the event.

Councillor A K Franklin joined the meeting at 1:40pm.

11.9 **Meeting with Minister for Rural Communities** – Her Worship the Mayor provided an update on her meeting with Hon Mark Patterson, Minister for Rural Communities. She advised that they discussed the challenges being felt in rural communities, including regulations regarding Earthquake Prone Buildings, impacts of Forestry, limitations of connectivity, as well as the additional costs of traffic management for small towns located on State Highways. She advised that she had signalled to the Reserve Bank that the Tararua District would like its towns to be included in the cash trial. She formally acknowledged the workload upon Councillors, from so many meetings with large agendas of business to get through, and thanked everyone for the time committed to their role.

12. Mayoral Matters

Nil

13. Items not on the Agenda

Nil

14. Public Excluded Items of Business

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

Confirmation of Minutes of Public Excluded Session

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.

General subject matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Confirmation of Minutes of Public Excluded Session	To protect the privacy of natural persons	<section (1)(a)(i)<="" td=""></section>

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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.

Mayor Collis/Johns

Carried

The meeting went into public excluded session at 1:44pm, and resumed open session at 1:45pm.

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 1:45pm.

Mayor

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Report

Date	:	12 March 2024
То	:	Chairperson and Board Members Dannevirke Community Board
From	:	Allie Dunn Manager - Democracy Services
Subject	:	Application for Funding - Dannevirke and Districts RSA Inc
Item No	:	8.1

1. Recommendation

1.1 That the report from the Manager - Democracy Services dated 27 February 2024 concerning the Application for Funding - Dannevirke and Districts RSA Inc be received.

AND

1.2 That the Dannevirke Community Board grant \$..... to the Dannevirke and Districts RSA Inc towards the costs of holding the 2024 Anzac Day Community Breakfast.

OR

1.3 That the Dannevirke Community Board decline to make a grant to the Dannevirke and Districts RSA Inc towards the costs of holding the 2024 Anzac Day Community Breakfast.

2. Reason for the Report

2.1 To present an application for funding from the General Assistance Grants Fund, from the Dannevirke and Districts RSA Inc.

3. Background

3.1 The Community Board has a discretionary funding budget, from which the Board operates a General Assistance Grants Scheme.

- 3.2 Each February the Board advertises the availability of the scheme, inviting applications for funding. In 2023 the Dannevirke Community Board received fifteen applications for funding, approving a total of \$19,553.63 in grants.
- 3.3 In addition to the February/March funding round, applications for discretionary funds can be submitted all year round for projects and events, maintenance of a facility and to offset fixed operational costs.

4. Assessment of options

- 4.1 Funding for the General Assistance Grants Scheme is budgeted for through the Long-term Plan process, and is rate funded. As well as being used as a fund from which the Board makes community grants, this budget is also used for general costs in administering the Board's business. For example, costs such as purchase of a wreath for Anzac Day and administering the Wackrow Memorial Youth Awards.
- 4.2 The Dannevirke Community Board is currently advertising for applications for funding from its General Assistance Grants Fund. Applications close on 25 March 2024, and the Board will consider the applications received at its April 2024 meeting.
- 4.3 The application for funding from the Dannevirke and Districts RSA Inc was received prior to advertising the availability of the fund, and the Board agreed at its February meeting to consider this application separately to the funding round currently being advertised, due to the need to make a decision and communicate the outcome of the application to the Dannevirke and Districts RSA Inc in a timely manner, well prior to 25 April 2024.
- 4.4 Funding for the General Assistance Grants Scheme is budgeted for through the Long-Term Plan process, and is rate funded. As well as being used as a fund from which the Board makes community grants, this budget is also used for general costs in administering the Board's business. For example, costs such as purchase of a wreath for Anzac Day and administering the Wackrow Memorial Youth Awards.

	\$	\$
Closing balance 30 June 2023		\$15,236.21
Approved budget 2023-24		\$30,600.00
Opening balance 01 July 2023		\$45,836.21
Less expenditure to date	\$22,884.39	
		\$22,951.82
Less funding committed:		
17/04/2023: General Assistance Grants	\$2,500.00	
Scheme February 2023 funding round – Ngati		
Kahungungu ki Tamaki Nui a Rua – advertising		

4.5 Following is reconciliation of the General Assistance Grants Scheme account:

	\$	\$
regional kapa haka competition		
17/04/2023: General Assistance Grants	\$3,000.00	
Scheme February 2023 funding round – Ngati		
Kahungungu ki Tamaki Nui a Rua – Dannevirke		
Sports Centre hire		
19/2/2024: Makotuku Progressive Association	\$1,000.00	
Subtotal	\$6,500.00	
Balance remaining		\$16,451.82

1.

4.6 The Board is asked to consider the application made against the Board's funding criteria and agree on whether to accept or decline the application, and should the Board agree to support an application for funding, to agree on the level of funding to be granted.

5. Applications Received

5.1 **Application for Funding – Dannevirke and Districts RSA Inc**

- 5.1.1 An application for funding has been received from the Dannevirke and Districts RSA Inc seeking a contribution towards the costs of running the 2024 Anzac Day Community Breakfast.
- 5.1.2 The society are seeking a contribution of \$500.00.

6. Significance Assessment

6.1 The Council's Significance and Engagement Policy is not triggered by matters raised in this report.

7. Consultation

7.1 There are no community consultation requirements associated with matters addressed in this report.

8. Conclusion

8.1 The Board is asked to note the balance available in the discretionary funding budget and give consideration to whether to make a decision on the application before it at this meeting.

Attachments

1. Application for funding - General Assistance Grants Fund - Dannevirke and Districts RSA Inc



DANNEVIRKE COMMUNITY BOARD General Assistance Grants Scheme Application Form

1. Name of organisation:

Dampuirke a Districts RSQ Inc.

2. Contact Person: <u>Monique Ashford</u>. Phone No

Phone No. 03/ 660 435

- 5. Objectives of your organisation:

To remember and care for all those impacted by	
service for New Zealand by helping all service	
personnel and their families get the support they need	1

6. Is your organisation a legally constituted society or trust? Yes / No-

7. If your club/organisation is registered for GST, please supply your GST number:

NA.

8. Describe the project for which you are seeking financial assistance:

comm

9. Please detail complete cost of the project and attach written quotes where the project involves either labour and/or material costs.

	120 breakfasts @ \$16.00 each	\$ <u>/930.00</u>
	Total Cost:	\$ <u>/920.00</u>
10.	How much are you applying to this fund for?	\$ 500.00
11.	Please show where the remainder will come from:	\$
	Donotions - approximate RSG to pay the balance.	<u>-50-00</u> _ <u>320-00</u>

12. Have you received any funding from the Creative Communities Scheme or other Government Agency in the past three years? Yes / Ne-

Please give details: \$ ommunit. mzac mizar

13. Outline how your project will benefit the community:

and ac mm mille Services ino awarer he weltare Of the RSQ

14. Please add any further information you consider may assist your application:

15. Please enclose your latest Balance Sheet or Statement of Income and Expenditure that has been reviewed independently, and attach a deposit slip or verification from your bank regarding the details of your account for payment of any funding that may be granted:

apphone

16. I hereby declare the above information is correct and if our application is successful, agree to complete a certificate stating how the money has been spent:

Signed:

Date: 16 Februar

Designation: Secretary & Treasurer.

Check List (To Be Completed By The Applicant)

To ensure that this application is eligible for consideration the following must be provided:

- 1) All questions have been answered
- 2) Requests for funding do not exceed half of the project's total cost
- 3) Written quotes for labour and/or material costs are attached
- 4) Latest Balance Sheet or Statement of Income and Expenditure is enclosed that has been reviewed independently, and a bank deposit slip or verification from your bank of account details for payment of any funding granted is attached

(tick)

The Romevike Services a Citizens Club has agreed to keep the costs the same as last year.

			Deposit
		DATE	
	Dannevirke	NOTES	\$
σ	69 High Street, Dannevirke, NZ	COINS	\$
ew Zealand Limited		TOTAL CASH	\$
	PAID IN BY: (please print name)	CHEQUES AS REVERSE	\$
Westpac N		TRANSFER FROM ACCOUNT No.	\$
We	FOR DANNEVIRKE AND DISTRICT RETURNED SERVICES ASSOCIATION		

TOTAL	Ş

#030614**:** 0548265**00 # 50



NZAC Day breakfast

)annevirke Service & Citrizens Club <dannevegas@xtra.co.nz> o: Monique Ashford <DannevirkeRSA@gmail.com>

17 March 2023 at 12:19

Hi Monique

2024 Pdhax. Cost of ANZAC breakfast for 2023 will be as follows:

Bacon, Scrambled Eggs, Spaghetti, Hash Browns, Breakfast Sausages & Toast

\$16 per head.

President 16:2.2024

Regards

Jo.

Dannevirke & Districts Returned and Services Association Incorporated

2023 Performance Report

Contents

1. Entity information

2. Statement of Service Performance

3. Statement of Receipts and Payments

4. Statement of Resources & Commitments

Notes to the Performance Report
 Independent Review

Entity Information

Legal name of entity Dannevirke & Districts Returned and Services Association Incorporated.

Common name of entity Dannevirke (& Districts) RSA (Inc.)

Type of entity and legal basis (if any) Dannevirke & Districts Returned and Services Association Incorporated is an incorporated society registered under the Incorporated Societies Act 1908.

Registration number with DIA charities 227247

Dannevirke RSA Inc's purpose/mission Remember and care for all those impacted by service for New Zealand by helping all Service personnel and their families get the support they need.

Entity structure Dannevirke & Districts Returned and Services Association Incorporated ("the RSA") is an incorporated society focusing on supporting all Service personnel and their families. Our operations are governed by our constitution that aligns with and supports the requirements in the Incorporated Societies Act 1908.

The Dannevirke & Districts Returned and Services Association Incorporated is overseen by a nine member volunteer Executive Committee Board. The members select the Executive Committee which includes a President, a Vice President, and a Secretary & Treasurer. The Executive Committee also has a Local Support Officer and five other elected members.

The Executive Committee meet on a monthly basis.

Dannevirke & Districts Returned and Services Association Incorporated has a Patron, an honorary legal advisor, an honorary auditor, and an honorary Chaplain.

The Dannevirke & Districts Returned and Services Association Incorporated is structured in order to support its key strategic objectives as follows:

- Remembrance by observing Anzac Day, Armistice Day and other notable days
- · Support by assisting service personnel and their families to get the support they need
- Advocacy by assisting and keeping various government departments accountable

Main sources of the entity's cash and resources Dannevirke & Districts Returned and Services Association Incorporated's primary source of funding is through the following:

- Membership subscriptions
- · Grants, donations and fundraising

Main methods used by the entity to raise funds Dannevirke & Districts Returned and Services Association Incorporated has three primary means of fundraising. These include:

- Grant applications
- The sale of poppies on Poppy Day
- Social functions & Raffles
- Donations

Entity's reliance on volunteers and donated goods or services Dannevirke & Districts Returned and Services Association Incorporated would not exist without the help and support of a number of dedicated supporters who both volunteer and donate resources to the club.

Additional information

Postal address:P.O. Box 190, Dannevirke, 4942Email:DannevirkeRSA@gmail.com

Statement of Service Performance

Description of the entity's outcomes To promote the welfare of all those impacted by service for New Zealand by ensuring remembrance, support, and advocacy for both serving and retired service personnel and their dependents. Key welfare objectives and outcomes for Dannevirke & Districts Returned and Services Association Incorporated achieved during the year include:

	Actual this year	Actual last year
Helped people onto the Veterans Assistance Program	4	3
Helped veterans with medical issues	3	4
Helped supply memorial plaques for families	1	2
Helped families with funeral costs	1	1

Statement of Receipts and Payments

	Notes	Actual this year	Budget this year	Actual last year
		5	S	\$
Opening receipts	2			
Grants received		500		500
Fees, subscriptions and other revenue from members		4,585		2,970
Donations & other similar receipts		6,928		7,407
interest, dividends and other investment revenue		1,955		265
Other revenue				
Total operating receipts		13,968		11,142
Operating payments	3			
Payments related to public fundraising		3,420		3,248
Volunteer and employee related payments				
Payments related to providing goods or services		2,654		5,287
Grants and donations paid		3,266		575
Accumulated Depreciation		1,269		
Total operating payments		10,609		9,110
Net Operating surplus / (Deficit)		3,359		2,032
Capital receipts	2			
Receipts from the sale of resources		5,000		5,000
Receipts from borrowings				
Increase/(decrease) in bank accounts and cash		9,628		7,032
Depreciation		(1.969)		
Less Depreciation		(1,269)		
Net Increase/(decrease) in bank accounts and cash		8,359		
Bank accounts and cash at the end of the financial year		76,276		69,244
Represented by:				
General account		16,736		11,055
Welfare account		2,477		2,407
Term deposit account		56,994		55,24
Poppy Trust		9,697		7,57
Petty cash				
Total bank accounts and cash in the end of the financial yer	nr	85,904		76,27

This financial statement should be read in conjunction with the accompanying notes on pages 5-7.

This statement has been approved by the Executive Committee at an Annual General Meeting, for an on behalf of the Dannevicke & Districts Returned and Services Association Incorporated.

Date 03/9/23 Signature MGA. Name Richard Short Position Preseabent

Date 03-09-2023

Signature Most Brod. Name Monique Clotheord Position Secretory Treadurer.

Statement of Resources and Commitments

	This year	Tasi yeni
Schedule of resource Bank accounts and cash (from statement of receipts and payments)	85,904	76,276
Money held on behalf of others The Dannevirke & Districts Returned and Services Association Incorporated does not hold an	y money on behalf of oth	crs
Money owed to the entity Description	Amount	Amount
Membership fees due). ()	7311000111
	0	
Other resources		
Description and source of value	Cost	Cost
2 x Flag poles at Cenotaph	1.750	3,019
Mortgage owing to Dannevirke RSA	28,451	33,451
	3(1,2#1	36,470
Schedule of commitments	Thús year 3	Last year S
Money payable by the entity Description	Amount	Amount
	Nil	Nil
Other commitments Description	Amount	Amount
	NB	Nä
Schedule of information	This sear S	East year S
Grants or donations with conditions attached (where conditions not fully met at balance date	Amount	Amount
	Nil	Nd
Resources used as security for borrowings		
No resources have been pledged as security		

This financial statement should be read in conjunction with the accompanying notes on pages 5-7.

Notes to the Performance Report

1 Accounting policies

Basis of preparation Dannevirke & Districts Returned and Services Association Incorporated is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting – Cash (Not-For-Profit) as established by the External Reporting Board for registered charities and has elected to do so.

All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

Goods and Services Tax (GST) Dannevirke & Districts Returned and Services Association Incorporated is not registered for GST Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

2 Analysis of receipts

	This year S	Last year s
Fundmising Receipts		
Functions	360	1,410
Raffles	0	191
Anzae Day	1,467	525
Armistice Day	40	
Poppy Day	5.061	5,073
Total	6,928	7,199
Grants and donations		
Grants Received	500	500
	500	510
Total	500	300
Fees, subscriptions and other revenue from members		
Membership fees	3,090	2,970
Donations - members	1405	66
Sales to members	90	141
Total	4.585	3,177
Receipts from providing goods or services		
Total		
Interest, dividends and other investment revenue		
Interest invome	1955	266
Dividends		
Total	1955	266
Other revenue		
Reparations		
Total		0
Capital receipts		

Total

Notes to the Performance Report

3 Analysis of payments

	This year S	Last yea
Payments related to public fundraising	•	
Functions	426	1,369
Raffle Prizes	420	1,00
Anzae Day	2.141	1,190
Armistice Day	255	125
Poppy Day	598	549
Total	3,420	3,247
Volunteer and employee related payments Salarics and wages		
Gifts - volunteers		
Total		
Total Payments related to providing goods and services Administration costs	834 624	1,814 991
Total Payments related to providing goods and services Administration costs Direct costs relating to Service Delivery		
Total Payments related to providing goods and services Administration costs Direct costs relating to Service Delivery Total	624	991
Total Payments related to providing goods and services Administration costs Direct costs relating to Service Delivery Total Grants and donations paid	624	991
	624 1,458	991 2,805
Total Payments related to providing goods and services Administration costs Direct costs relating to Service Delivery Total Grants and donations paid Donations Total	624 1,458 3,266	991 2,805 575
Total Payments related to providing goods and services Administration costs Direct costs relating to Service Delivery Total Grants and donations paid Donations Total Other operating payments	624 1,458 3,266	991 2,805 575
Total Payments related to providing goods and services Administration costs Direct costs relating to Service Delivery Total Grants and donations paid Donations Total Other operating payments Capitation Fees	624 1,458 3,266 3,266	991 2,805 375 575
Total Payments related to providing goods and services Administration costs Direct costs relating to Service Delivery Total Grants and donations paid Donations	624 1,458 3,266 3,266 1,196	991 2,805 575 575 1,293

Total

4 Correction of errors Nil

5 Related party transactions

		This year S	This year S	Fast year S	Louis ys.
Description of related party	Description of the transaction (whether	Value of	Value of	Value of	Value 64
relationship	in cash or amount in kind)	transactions	transactions	transactions	transactions

6 Events after the reporting date

There were no events that have occurred after the reporting date that would have a material impact on the Performance Report. (Last Year Nil).

7 Additional notes None.

Independent Review of the performance report

I have reviewed the financial statements of the Dannevirke & Districts Returned and Services Association Incorporated. The review was limited to an analytical review and a small sample review of transactions, hence provide less assurance than an audit.

Based on my review of the accompanying financial statements nothing has come to my attention that causes me to believe that the financial statements do not give a substantially true and fair reflection of the financial position of the Dannevicke & Districts Returned and Services Association Incorporated

Date: 2.9.2023 Signature TRAS Supplatt



Report

Date	:	11 March 2024
То	:	Chairperson and Board Members Dannevirke Community Board
From	:	Sarah Ellis Democracy Support Officer
Subject	:	Management Report
Item No	:	8.2

1. Recommendation

1.1 That the report from the Democracy Support Officer dated 05 March 2024 concerning the Management Report be received.

2. Reason for the Report

2.1 This report provides an update to the Board on key activities and items of interest as reported to the meeting of the Strategy, Growth and Planning Committee meeting held 13 February 2024, the Infrastructure, Climate Change and Emergency Management Committee meeting held 21 February 2024, and the Community Development and Wellbeing Committee meeting held 6 March 2024.

3. Background

- 3.1 As part of the scope of functions and authority delegated by the Council to the Dannevirke Community Board, the Board has the responsibility for maintaining an oversight of the level of service concerning the facilities and activities provided within the Board's geographical area and make submissions to the Council on those levels of service, through the Annual Plan/Long-term Plan consultation process.
- 3.2 This report is provided to keep the Board informed on key activities and items of interest.

3.3 The scope of the update provided is districtwide, therefore contains information related to services and facilities outside of the wider Dannevirke Community Board area. Where it has been possible, information relating solely to the southern ward area has been removed from the following report.

4. District Strategy

- 4.1 Following the adoption of the District Strategy in 2023, extensive work is being undertaken to ensure effective implementation of the strategy across Council. The District Strategy proposes an ambitious outlook for the Tararua District for the ensuing 30-year period, therefore aligning all activities engaged in by Council to the strategy will support achievement of the specified goals.
- 4.2 As the District Strategy discusses the importance of measurement of performance and progress, a framework for monitoring and reporting is being developed that will ensure Council can effectively assess activities and performance over time. It is expected that this will support key decision making to be based on gaps in activity as well as success in meeting desired outcomes.
- 4.3 This work is being led by our Strategy and Corporate Planning Manager and is described in further detail in the 'District Strategy alignment to Council activities' report included with this agenda.

5. Draft Urban Growth Strategy

- 5.1 A tremendous amount of work went into the development of the Draft Urban Growth Strategy. Following the adoption for consultation purposes by Council on 20th December 2023, consultation took place with the public from 5 February 2024 until 5 March 2024, seeking feedback on the strategy and the re-zoning recommendations.
- 5.2 The strategy sought to establish clear, effective direction for the management of projected residential, commercial and industrial growth within the Tararua District over the next 30 years and was developed to help Council understand the district's growth requirements, outline the challenges faced with increased housing demand, and provide recommendations for how meet those demands efficiently and effectively.

6. Policy and Bylaw reviews

- 6.1 Work continues on the policy and bylaw review framework to support a systematic review schedule for Council policies and bylaws. The framework has been updated to reflect the new committee dates and any progress with the updating of the respective policies and bylaws set for review. These will be cycled through their respective committees at their scheduled meetings dates.
- 6.2 The Strategy, Growth and Planning Committee has a greater number of bylaws aligned than policies, and as the aligned few policies remain current, there are none that have required review by the committee to date.

- 6.3 Extensive work has gone into preparing the Alcohol, Cemeteries, Public Places, and Keeping of Animals, Cats, Poultry and Bees bylaws, which were the first tranche to be reviewed by the Strategy, Growth and Planning Committee.
- 6.4 Consultation with the community on the draft bylaws has been scheduled to take place from early May until early June 2024.

7. Tararua District Reserve Management Plan

- 7.1 Work is progressing with the draft Omnibus Reserve Management Plan (RMP) being developed for the Tararua District.
- 7.2 The Plan will be comprehensive and split into two chapters, capturing all the Tararua District Reserves administered by the Council. One chapter will provide general reserve policies and the second chapter will outline specific information and policies on individual reserves agreed upon.
- 7.3 The draft RMP is expected to be discussed with Council at the March 2024 meeting.

8. Transport

8.1 Management Overview

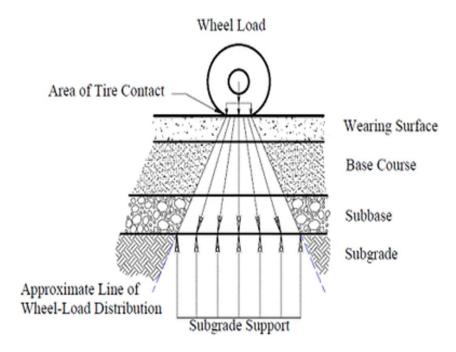
We have hit the ground running in 2024 with several keys projects and activities starting while continuing to progress with others. Key projects we have started are the 2x Dannevirke roundabout safety improvement/rehabilitations, utilising the school holiday period to minimise disruption to the community. The reseal programme is expected to be completed by the end of March. We continue to make great progress on the Route 52 project and the cyclone recovery. Now with the contractor panel in place to provide extra resource, the team are focused on keeping up the momentum to utilise the cyclone funding as much as practically possible. Maintenance activities continue to be carried out such as the pre-reseal repairs which are nearing completion to keep ahead of the reseal team. Now the pavement maintenance team can focus on the high priority pavement maintenance repairs across the network. The heavy vegetation programme is programmed to begin in February.

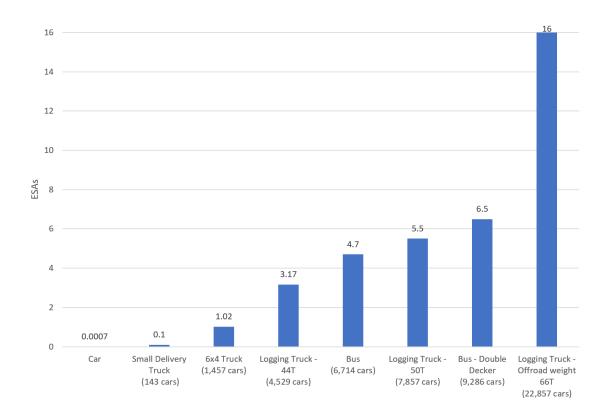
- 8.1.1 There has been a fatality recorded this month on the network and this is being reviewed for any remedial actions that may be required.
- 8.1.2 The workshop on the Infrastructure Strategy noted the requirement to focus on "Asset Preservation" and the following slide was discussed regarding the consumption of our pavement assets and included in our report as a discussion point on the changes in traffic on our network.
- 8.1.3 Safety and temporary traffic management has been a focus over the month with the safety of staff and road users an important aspect to be reiterated at the beginning of the year to ensure everyone is refreshed aware of its significance.

8.1.4 In conversations in previous meetings usage of the road network has been brought up a couple of times. The following explains the theory behind how roads are 'consumed' more by the heavier vehicles than the light ones.

As a vehicle travels over the road the loading of its weight gets transmitted into the different layers that make up the road. If any of the layers are substandard or have defects such as potholes that allow water in, then damage done by vehicles is exacerbated.

Research has defined a standard vehicle axle load and anything over that causes damage (8.2tons = 1 ESA). An ESA over 1 "consumes" the road structure with anything under 1 causing little to no damage.





Category	23-24 Budget \$	YTD Spend \$	Committed Forecast Spend	Unallocated / Unspent	Commentary
Transport - Maintenance	\$ 8,394,390.99	\$ 5,730,670.30	\$ 2,652,475.39	\$ 11,245.30	On target to spend road maintenance budget. We have reduced unsealed road metalling due to the weather and have forecasted for this to increase as we move into winter. However, unsealed road grading will continue. Road patch repairs such as stabilisation and dig out repairs are the priority in sealed pavement maintenance. 13,100m2 of patch repairs is forecasted over the next 3 months. These m2 quantities can based on the type of repair that is required.
Transport - Renewals	\$ 7,423,484.04	\$ 1,697,196.84	\$ 5,709,074.73	\$ 17,212.47	The Stairs Street roundabout has been completed. The Queen Street roundabout planned to start on the 7th February with a road closure in place for 4 weeks. Closure on the Queen Street roundabout is longer than Stairs Street due to extra pavement repair work required. The reseal programme started after the Christmas break with 25% of the programme completed in January. Reseal programme forecast completion is end of March.
Transport - R52	\$ 5,093,229.20	\$ 1,497,698.57	\$ 3,582,429.11	\$ 13,101.51	The Route 52 project is on track to achieve its 2023/24 objectives. The project has gained another \$2m to progress additional slope stabilisation works and safety improvements, which will be completed in the early months of the 24/25 FY.
Transport - Recovery	\$ 35,448,089.12	\$ 13,260,226.85	\$ 14,928,898.17	\$ 7,258,964.10	Multiple High Complexity Designs are coming online, which will see acceleration of expenditure in the remaining months of 2023/24 FY. We are starting to discuss with NZTA the possibility of extending the 100% FAR for initial response into the 2024/25 FY.

9. **3**-Waters

9.1 Water Management. Weekly meetings have occurred since December 2023 to review the supply and demand of water in each of the Tararua towns. It is very pleasing that Dannevirke has not had any water restrictions imposed this summer to date and Officers would like to thank the Dannevirke community for using water wisely. Increased demand in both Eketāhuna and Pahiatua have resulted in Level 1 restrictions, Woodville is presently at Level 2 due to increased demand and low river levels reducing available abstraction. Akitio remains on Level 5 restrictions and will do so until the end of the summer.

- 9.2 **Electronic Monitoring**. January saw the contract for the support of all Tararua's electronic plant monitoring systems transferring to Crossman Richards, the tender winner for the SCADA upgrade project. The operations team have been impressed by the level of service provided by the new supplier with an increase in data enabling better decisions to be made in a timelier manner.
- 9.3 **Dannevirke water supply intake**. Tatana Contracting have completed an extensive condition assessment of the Dannevirke intake gallery structure to the syphon no collapse or major root intrusions were identified, and the pipe work was found to be in generally good condition. The final report has been passed to Assets Management Team for review and recording in RAMM.
- 9.4 **Norsewood Water Treatment Plant.** The installation of a new plant has been delayed due to contractual changes. Consequently, this project has been listed on GETS Government Electronic Tender Service and closed on the 8 February 2024. It is expected that a contract will be signed in February and the work will be completed this financial year.
- 9.5 **Health and Safety**. Environmental health surveys have been undertaken at both Dannevirke and Pahiatua to identify the possible causes of the corrosion that is evident in both plants.
- 9.6 **Pongaroa Water Treatment Plant**. Preparation is underway to refurbish the Pongaroa intake filtration structure including refurbishment of the inlet diaphragm valve, media and nozzles. TDC is completing this on behalf of the rural society as they are not adequately resourced to undertake this work.

Operations - Wastewater

- 9.7 **Dannevirke WWTP PLC (Program Logic Controller) Replacement**. This project is nearing implementation stage power will be connected and functional testing completed in early February. This has been a particularly difficult project as no record of control logic mapping exists. Preventative maintenance has never been completed owing to the extremely poor condition of the MCB cabinets. The old PLC is 4th generation technology, is over 25 years old and has not been supported for at least 10 years.
- 9.8 **Project Delivery.** Commissioning of the new Dissolved Air Flotation (DAF)at the Dannevirke Wastewater Treatment Plant is almost complete, and the official opening of the new plant will occur shortly.

Asset Management

9.9 The development of a road map to manage inflow and infiltration (I&I) has commenced. A TDC I&I Management – Current Situation Report with recommendations is expected to be delivered this month by AssetLife who have been contracted to support the 3 Waters Team on developing a I&I strategy.

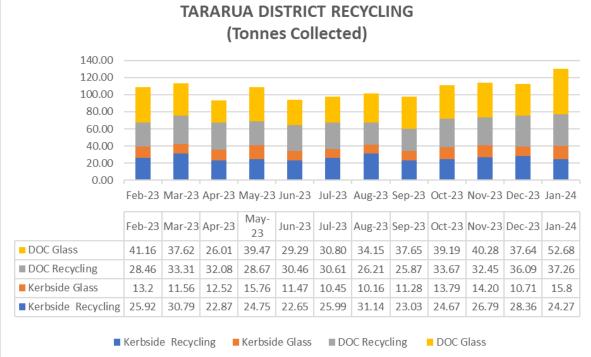
10. Solid Waste

10.1 **Operational Activities**

Budget/Activity					
Refuse Transfer Stations (RTS Sites)	 Transfer Stations continue to run smoothly, and on our way back to normal from extremely busy Christmas/New Year peak volumes. 				
	 Staff actively clearing stockpiles with outgoing loads of Green Waste, E-Waste, Gas Bottles, as well as brush cutting & spraying vegetation at all sites. 				
	 Health & Safety – Working with H&S Consultant to write our Traffic Management Plans, Risk Registers and Contractor Inductions. This is a work in progress, estimated completion date end of March. 				
	 Pahiatua RTS has had no further break ins since 23rd December, three separate offenders have now been charged. 				
	 Eketāhuna & Woodville RTS sites have had no activity during this period. 				
	 DECEMBER: Waste diverted from landfill 3,450kg Volume of contaminated recycling 1,580kg JANUARY: Waste diverted from landfill 4,500kg Volume of contaminated recycling 2,640kg 				
Recycle Drop-off Centres (DOC Sites)	 Woodville Recycle Centre is proving to be a challenge with illegal rubbish dumping. Staff have cleaned this site many times over December/January. Installation of new cameras should combat this. All other Recycle centres going well. 				
Kerbside Recycling Services					

10.2 **Operational Projects**

Project	Status	Estimated Cost	Expected Completion	Comments
Waste Management & Minimisation Plan Review				Draft WMMP being presented to adopt then ready for public



11. Facilities

11.1 **Parks and Reserves**

11.1.1 For the last three months the weather conditions have been ideal for grass growth, causing grass to grow out of control and our contractors are mowing every 10 days in attempts to keep up with this. We are currently working with some of our contractors to provide some plants for gardens around the district. Overall, our parks and reserves are looking better, and we are working closely with our contractors to continue achieving this.

11.2 Dannevirke Sport Centre

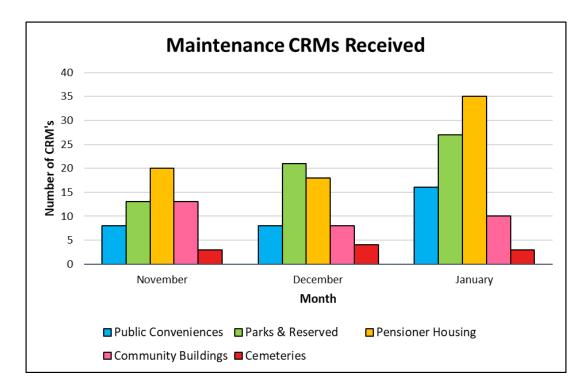
11.2.1 The new sleeves for the Tennis Courts have now been put in. The courts are now ready for line markings which will be completed in the next fortnight by plexi pave. New Tennis court nets arrive next week and by the beginning of March they will be used by the tennis club.

11.3 Maintenance CRMs

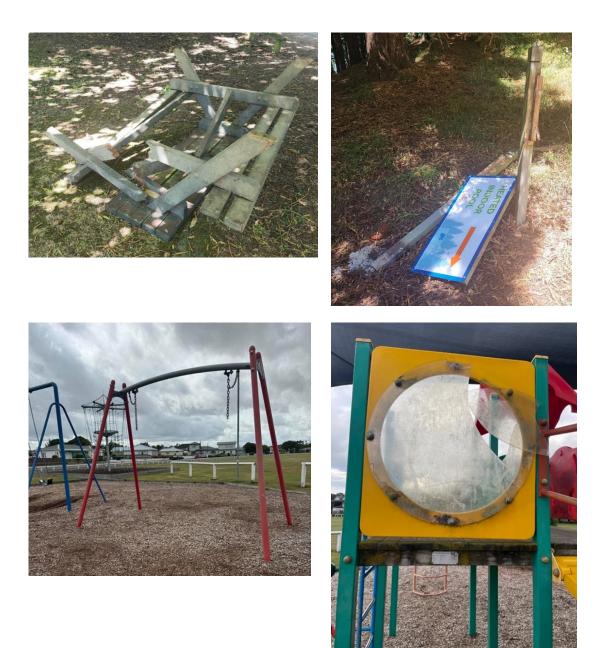
11.3.1 Below are the number of Maintenance CRMs received for Council facilities:

emeteries Total	' (Community	Pensioner	Parks &	Public	
-----------------	-----	-----------	-----------	---------	--------	--

	Conveniences	Reserved	Housing	Buildings		
November	8	13	20	13	3	57
December	8	21	18	8	4	59
January	16	27	35	10	3	91



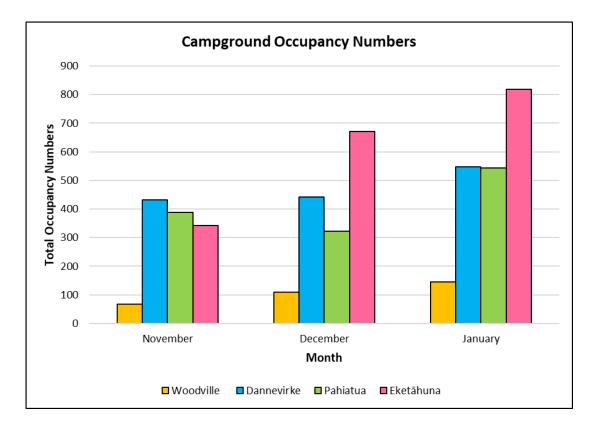
- 11.3.2 There is an increase in the number of CRMs received for January. The Facilities Team noticed a lot of maintenance complaints due to vandalism to our public conveniences and parks and reserves. Some of this is shown in the photos below. It is also worth noting that often multiple CRMs are received in relation to the same issue which causes the number of CRMs to look higher than the actual number of complaints.
- 11.3.3 The Facilities Team works hard to get these issues remediated as soon as practicable; delays to some repairs are due to supply chain restrains causing delivery of parts delays. 98.3% of customer requests for Public Convenience were responded to within 48 hours.



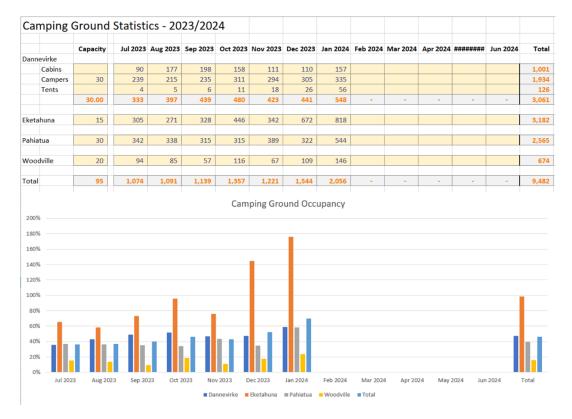
11.4 Campgrounds

11.4.1 Below are the occupancy numbers for the campgrounds across the district. These numbers reflect the period since the last report. The Facilities Team receives this information from each Campground Manager. This is a measure of the total number of people that stay in the campgrounds. Each figure equals 1 person for 1 night:

Campground	November	December	January
Dannevirke	432	441	548



- 11.4.2 There is an increase in the number of stays in January. Campground managers commented that this was a very busy month and believe that Kiwis are choosing to holiday in New Zealand.
- 11.4.3 The year-to-date campground occupancy numbers are as follows:



11.5 Playgrounds

11.5.1 A member of our staff is now registered as an Operational Inspector of Children's Playgrounds. This has enabled the inspection of playgrounds across the district to occur within Council and has highlighted some areas of concern, such as health and safety. The ability to inspect playgrounds by a member of the Facilities Team has allowed for issues to be identified and fixed efficiently. Playgrounds across the district, especially in Dannevirke, are being continuously vandalised leading to an increased number of repairs and part orders. Eketāhuna skate park is starting to show signs of wear and tear and we are having to start replacing parts as problems arise.

11.6 **Community Buildings**

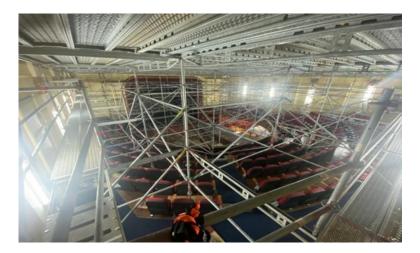
11.6.1 Another major project that has also been completed is the painting of the Dannevirke Town Hall internal roof and arches. This was completed on the 19th of February and scaffolding was taken down on the 21st. It looks great and is now ready to be booked. Photos of this work is shown below.

Before:



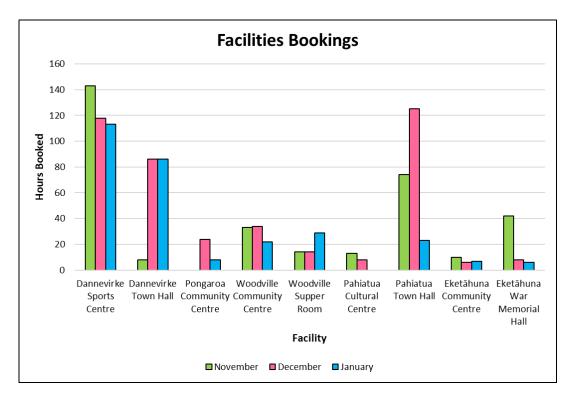
During:





11.6.2 Below are the total number of community facility bookings and hours:

Facility	November		December		January	
	Bookings	Hours	Bookings	Hours	Bookings	Hours
Dannevirke Sports Centre	44	143	28	118	35	113
Dannevirke Town Hall	2	8	2	86	2	86
Pongaroa Community Centre	-	-	3	24	1	8



11.7 Public Conveniences and Cleaning Services

11.7.1 PPCS carry out the district's cleaning. In January they reported that all public toilets, offices and libraries across were cleaned as per the daily schedule and issues were remedied. They noted that all halls were cleaned per schedule but recognised room for improvement. PPCS has experienced staff shortages which have impacted on service delivery, and they are in the process of recruiting more members. There were some reports of damage to public conveniences across the district and consumable theft. Routine maintenance event cleans were also carried out. These were scheduled cleans completed the same day after any event in a Community Hall.

11.8 Swimming Pools

Swimming Pool	Woodville	Pahiatua	Eketāhuna	Wai Splash, Dannevirke
November		Closed	Closed	3,961
December		Closed	Closed	3,046
January		2047 School Swim 450	611 (Opened 3 Jan)	

11.8.1 Below are the total Swimming Pool attendance records:

11.9 **Cemeteries**

11.9.1 The photo below shows the new berm that has been laid in the Mangatera Cemetery. This will provide a further 65 burial spaces.



11.9.2 Cemetery Enquiries Received:

The general nature of Cemetery enquiries is based around requests for information of plot ownership, plaque, and niche sizes for the columbarium walls, what spaces are available in certain areas/berms/walls near to loved ones, and enquiries into who is responsible for certain tasks within the cemeteries i.e., headstone maintenance. Below is the number of cemetery enquiries received:

	Enquiries (CRMs)	Enquiries (Inbox)	Ashes Interments	Burials
November	9	7	5	4
December	8	12	3	4
January	10	14	6	2

2.

11.10 Land

- 11.10.1 Each parcel of land requires an annual land inspection and a lease fee review. The tender process for each parcel takes over a month to complete. We currently have 25 land parcels with no lease agreements in place.
- 11.10.2 The current expired leases roll over on a month-by-month basis. These will be the priority for the first half of 2024 to ensure all agreements are on our new Deed of

Lease/License templates and out for tender in accordance with the Reserves Act 1977.

	Total Number of Council Leases/ Licences	Leases/ Licences Active	Expired	Advertised	In Progress	Signed off/ Completed for the month
November	88	67	9	0	11	1
December	88	67	9	0	11	1
January	88	68	8	0	11	1

11.10.3 Below is a breakdown of the leases/licences:

11.11 **Pensioner Housing**

11.11.1 We have upgraded two more pensioner housing units in the last few months due to the passing of one tenant and the flooding of another unit. The Facilities Team sent out Customer Service Satisfaction Surveys in January and the responses so far have been very positive. The results of this survey will be in the next report. Below are some photos of the upgrades:





11.11.2 Below is the current waiting list for those eligible for Pensioner Housing:

Town	Total Number of People	Meets Criteria	Out of District	Two Bedroom	Has Pets	Under 65
Dannevirke	6	6	1	2	1	

12. Community Development

12.1 **Community-led Development Plans (Community Plans)**

12.1.1 Norsewood Community Development Plan:

Initiate	Develop base	Gather ideas	Set priorities	Prepare draft document	Consult on Draft	Adopt and Present	Share Widely	Deliver Projects	Review and Refresh
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Norsewood Promotions Inc., with the support of Council staff, consulted with community on the Draft Norsewood Community Plan in October 2023. The community were impressed with the plan – both the contents and the concept – and there was a high level of positive feedback.

There has been a change of Chairperson at Norsewood Promotions and there is a need to familiarise the new Chair with the work to date and what comes next.

The next step for Norsewood Community Plan is to meet with the Norsewood Promotions Committee to familiarise the chair and review the feedback from community engagement. This information will be used to update the plan, fill in any gaps and make any final changes before adopting it as a final.

At current, key members of the committee are away and will be returning mid-late February 2024. Next steps will recommence at this time.

12.2 **Fundraising Support**

12.2.1 Community Fundraising Support – Statistics

Stats to date (1 July 2023 to	Stats to date (1 July 2023 to 20 February 2024)*			
Number of funding appointments to support groups with their fundraising planning / grant applications	63 39 -Dannevirke 20 - Woodville 1 - Norsewood 1 - Ormondville 2 - Pahiatua * Note: No funding appointments were available from 1 December 2023 - 22 January 2024 (due to Christmas/New Year shutdown and staff illness)			
Number of upcoming appointments scheduled for fundraising support	3 Note: A promotion of appointments is scheduled to go out in February			
applications submitted with council support- 7 Submitted - 2 Drafted2 Decl 3 Part		Of the Submitted: 2 Declined 3 Partially Funded (Total \$53,000) 2 Pending		
Total \$ amount applied for (does not include drafted applications)	\$211,000			
Number of community applications submitted without council support (following a fundraising training appointment)	New measurement – will be captured through the survey when it launches and receives responses (see next item)			

12.2.2 Community Fundraising Support – Survey

Community development staff have developed a survey for recipients of the fundraising support service. This will measure both the outputs of and satisfaction with the service. Responses will be used for the purpose of improving the service, and for council reporting and decision-making. The survey was sent to those who have had funding appointments in 2023/24 and is beginning to collect responses.

12.2.3 Community Fundraising Support – Newsletter

Community development staff are working on a digital newsletter that will focus on sharing funding and training opportunities to local community organisations and groups.

The newsletter will also share important announcements in the Community Fundraising Sector, as well as highlighting local examples of community change and community empowerment.

The first edition of newsletter is in development and is likely to launch in March 2024.



12.2.4 Council Funding Applications

Project	Amount	Fund	Status
Cyclone Gabrielle Recovery – Alternate Communications (Starlink)	\$8,196.00	Lottery Minister's Discretionary Fund	Granted (June 2023)
Waihi Falls Area Development (replacement toilets)	\$110,000.00	Tourism Infrastructure Fund	Confirmed in Principle (August 2023)
Cyclone Gabrielle Recovery – Social Recovery Event Programme	\$25,000	Lottery Minister's Discretionary Fund	Granted (October 2023)
DigitalSpaces / Cyclone Gabrielle Recovery – Mobile Community Hub	\$75,000	Lottery Minister's Discretionary Fund	Granted (October 2023)
Cyclone Gabrielle Recovery – Akitio Cell Tower Back-up Generator	\$44,000	Lottery Minister's Discretionary Fund	Granted (October 2023)
Cyclone Gabrielle Recovery – Mobile Generators for Community Hubs	\$30,600	Lottery Minister's Discretionary Fund	Granted (October 2023)

Project	Amount	Fund	Status
TOTAL 2023/24 FY	\$ 292,796.00		

12.3 Community leadership – 80th Anniversary of Polish Children's Arrival in Pahiatua

- 12.3.1 Community development staff have been extended a seat on the organising committee for the 80th Anniversary of the Polish Children's Arrival in Pahiatua.
- 12.3.2 The commemorations will span over two days in November 2024, with Masters Hall available for overnight accommodations. There will be many activities, displays and events organised for visiting guests and the local community. Local schools, businesses and community organisations will be invited to participate in this significant event. This event will also seek participation from the NZ Polish Association and the 1st Battalion of the Royal New Zealand Infantry Regiment (RNZIR).
- 12.3.3 Work is also underway on an upgrade of the Polish Memorial and separately, a special project that is hoped to be unveiled over the two-day commemorations. Community development staff are supporting with these projects as required and where appropriate.
- 12.3.4 More details will be shared as this continues to develop.

13. Economic Development

13.1 Support for existing business

Tararua District Quarterly Stats One-pager – the latest data release is available here at the link or by scanning the QR code:



https://www.tararuadc.govt.nz/services/ business-support/research-tools

13.2 Funding for future initiatives

13.2.1 Lindauer Trail

Revocation discussions – Napier Road: Discussions have commenced with the Waka Kotahi revocation team and TDC Transport Manager around the hand back process of the decommissioned local road of the state highway. These discussions may include the completion of the on-road walking and cycling path to a heartland ride level. More details to follow as conversations progress.

13.2.2 MSD labour funding

Conversations are continuing to take place with MSD Palmerston North office around Cyclone Gabrielle employment funding that has been set aside for the next two years. The fund is a collaborative approach by MSD with Wairarapa and Tararua Districts. IN February a conversation commenced with Tararua Alliance facilitated by the Economic Development team to investigate funding around an inhouse traffic management service to build better in district resilience in this area.

Additional separate conversations have been held with Te Ahu a Turanga: Manawatū Tararua Highway and Tararua Alliance around supporting the Tararua Alliance with their roading contractor discussions while this highly skilled team are within the region.

13.3 Business Relationships

13.3.1 Agritourism workshop

Following the very successful 16 November Agritourism event early-stage discussions have commenced around possible collaboration with Destination Wairarapa and the Central Hawkes Bay who have recently rolled out similar engagements with their agriculture communities. Discussions are considering the possibility of improving our Economic Development working relationships with Central Hawkes Bay and the Wairarapa with initial steps being in the agriculture/tourism spaces where residents and visitors pass through our districts to encourage them to stop, stay and spend.

13.3.2 Operational meeting Economic Development counterparts

The latest operational Economic Development leaders meeting was held in mid-December with an enlightening presentation from FoodHQ. Additional meetings with Victoria are being followed up on to take place in 2024 to expand on the new direction of the organisation and possible opportunities for our agricultural community.

13.3.3 Energy Efficiency and Conservation Authority (EECA): Regional Energy Transition Accelerator (RETA) Presentation

A gathering of Economic Development leads across the Manawatu-Whanganui region was held in early February called by Central Economic Development Agency (CEDA). The teams meeting delivered by EECA shared detail of the Regional Energy Transition Accelerator (RETA) programme. The programme is designed to develop and share an understanding of what is needed to decarbonise process heat. Seven programmes are already underway and EECA's new focus is now on our region. Consideration around attendees of business leaders to attend the first workshop(s) is set to be worked on with logistics around workshop locations to be discussed over the coming months.

13.3.4 Te Ahu a Turanga: Manawatū Tararua Highway: Shared Path Update

An early-stage design sharing meeting was held by Waka Kotahi around the latest thinking for the shared path bridge over the Manawatu River in mid-February. Originally planned to be a clip-on walkway to the original bridge this proposal was not able to progress. Images of the latest hoped-for design were shared at this discussion and an image of this structure is included below.

The latest Waka Kotahi thinking would see the shared path end to end not being completed until the end of 2025 and opening after the main road is commissioned.

Additional questions have been asked of the Waka Kotahi team around walker and river safety when crossing the existing road structure bridge to access the shared path while construction is taking place and answers to these questions are hoped for shortly. Additional sharing of this information to the wider community will be further developed by Waka Kotahi.



13.3.5 Te Āpiti Manawatu Gorge – Discover Centres

13.3.6 A feasibility study has been completed by a contractor for the Te Āpiti Gorge Governance Group to look at discovery centres east and west ends of the old gorge road. Exact locations and specifications would be looked to be developed in later work programmes should these areas gain momentum. The possibility of the Discovery Centres being discussed as part of LTP processes at Horizons, PNCC and TDC were broached. The preliminary discussions to socialise these areas further will be discussed with the Council Leadership team.

A working group may be developed locally to prioritise projects in the Te Āpiti Masterplan so they can be assessed for further development and external funding opportunities considered.

13.3.7 Business support for Tararua company

In mid-February an approach from a large local business was received which has seen significant erosion to the riverbank that it backs onto. The repair costs of this damage caused by Cyclone Gabrielle have been shared with the Economic Development lead and have been built into consideration documents by the Recovery Manager for discussion with the Minister who visited the district in late February.

14. DigitalSpaces

14.1Funding Statement

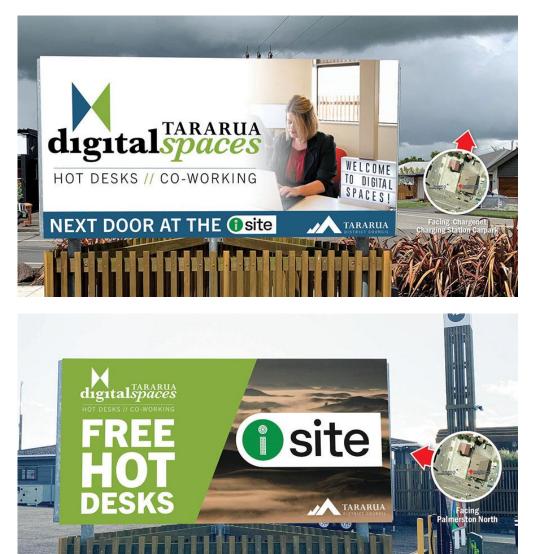
All development areas in this report for Tararua DigitalSpaces are funded through the Ministry for Business, Innovation and Employment's (MBIE) Provincial Growth Fund. This does not include the DigitalSpaces Trailer that is detailed in a separate report and is funded through partnerships with both MBIE and the Department of Internal Affairs.

14.2 Soft Relaunch

Through the latter part of 2023, Tararua DigitalSpaces has been joined by a new staff member Evan Morgan to cover Toni Chapman's secondment to the Recovery team. As part of the first assessments Evan has developed a soft relaunch of the service. In 2024 we have commenced the soft relaunch with:

- A brand update of the strapline to "Tararua DigitalSpaces Meet Others & Collaborate". This has helped better define the hub's purpose within the district it serves.
- A logo re-brand, incorporating the new name change has been completed.

• Two billboards promoting the service have been designed to reskin two of the sides of the triangle advertising board in the car park next to the isite building. These signs are angled to attract passing workers entering the district on SH3 from the Saddle Road and parking in the car park to recharge cars and looking for a workspace. As previously mentioned, all development areas for the Tararua DigitalSpaces are funded through the Ministry for Business, Innovation and Employment's (MBIE) Provincial Growth Fund, including the cost of the new signs.



• New marketing material has been developed with first distribution around the Woodville township completed.



- 14.3 Within the hub work room
 - KVM (Keyboard, Video, Mouse) switches have been installed so users can easily access the dual monitors from their personal laptops. Previously, users could only access the monitors when using the DigitalSpaces computers. Anyone with a personal laptop was unable to connect to the screens.
 - Desk mounted USB hubs have been installed to assist users with simple connection points.
 - An advertising programme on www.sharedspaces.co.nz has commenced with a trial to assess potential for growth.
 - Local photography is being installed to add colour to the space and workstations have been designated with names to simplify bookings of workstations when the need arises i.e. "Te Āpiti Work Station"
- 14.4 Programme of events
 - A 2024 programme of events has commenced with the launch of "An Introduction to Photoshop" lunch and learn online course. Initial registrations are looking very positive for this course. The course will be facilitated by Evan which will further strengthen the connection for attendees to the DigitalSpaces Activator.

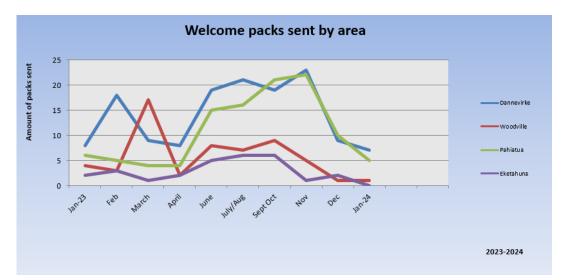
14.5 Looking to the future:

- A survey on what courses and economic development engagement local businesses would like to see for the coming year was released in February. The survey will be collaboratively circulated through the Dannevirke Chamber of Commerce, Pahiatua Business networks and sent to previous attendees of DigitalSpaces courses. It is anticipated that this survey will form one of the back bones of engagement with businesses that engage with the DigitalSpaces trailer in the future. Amendments to the content of the survey may be required to facilitate this use.
- The DigitalSpaces trailer build is progressing, and the activator is developing the design elements of the trailer. A full report on this was reported separately to Council.

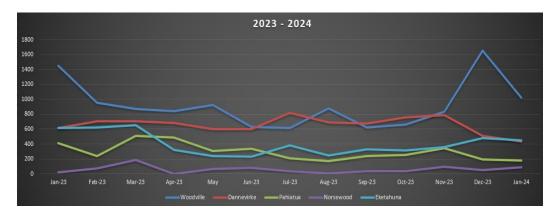
15. Tararua isite Visitor Information Centre (and Information Centres)

15.1 Welcome Packs

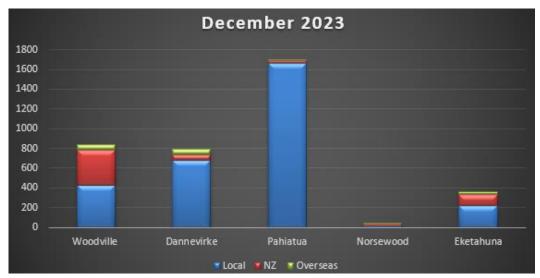
There were 72 Welcome Packs sent out from November 2023 to January 2024, with 14 being purchasers outside the district.

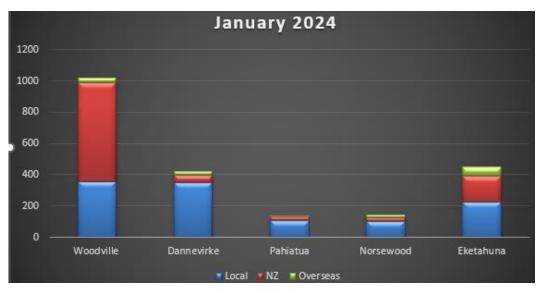


15.2 **Tararua i-SITE and Information Centre enquiries**









15.3 New Highway Walk

The Highway walk was a huge success, with over 1500 tickets sold and over \$45,000 raised for the Woodville Lions and Woodville School. Tickets were in hot demand and the isite was overrun with enquiries.

15.4 **Tourism operator evening**

A networking evening was hosted by Te Tahua o Rangitāne, there were about 30 in attendance. The venue had been changed from the Dannevirke Holiday Park to Rangitāne Office due to thunderstorms. It was a great opportunity for those present to interact and find out more about each other. There was suggestion of organised tours for operators to explore what the district has to offer, and this will be discussed this year. The next operator evening will be held before winter.

15.5 Creative Communities Expo 2024

A new event is planned for April 2024 in Woodville. This is an opportunity for those who have received grants from Tararua District Creative Community Fund to showcase their project whether it is pottery, drumming, crafts or even performances. This event is also open to the public and will also promote the next funding round that is open during April 2024.

16. Communications

16.1 **District Strategy – Thriving Together 2050**

The team has been heavily involved in the production of the District Strategy – Thriving Together 2050. The comm's team has designed this document and have written the introduction to it.

16.2 Long Term Plan 2024 - 2034

The team has been assisting with the development of the Long-Term plan by writing and designing the Consultation Document and liaising with other departments within council to obtain information in support of this work. We are also developing the Long-Term Plan Consultation Plan.

16.3 Draft Urban Growth Strategy

Webpage creation and online feedback form has been created in support of the Draft Urban Growth Strategy consultation. A media release was drafted and published in support of the Strategy.

In addition, the team has been busy responding to comments and enquiries about the Draft Urban Growth Strategy on the Council Facebook page.

16.4 Website

A lot of maintenance work is performed on the almost 500 pages of the Council website by the team. Website statistics show that the website remains an important source of Council information.

The Communications Team is now utilising the Pagefreezer website archive platform and can view and use the webpage, as it appeared on any given date since archiving began in November 2023. This is necessary in accordance with our responsibilities within the Public Records Act 2005.

TDC website statistics 15 November 2023 – 15 February 2024. There were 86,963* TDC website visitors. This is an increase from the normal two-month average of around 17,000 visitors.

Top Pages for TDC: Living here/community information and property rates.

Tararua.com website statistics 15 November 2023 – 15 February 2024. There were 40,013* visitors to the Tararua.com website. This is an increase from the normal two-month average of around 8,000 visitors.

Top Pages for Tararua.com: Events and accommodation.

*Note: The rapid rise in visitor numbers on both the TDC and Tararua.com websites can be directly attributed to our Pagefreezer website archive platform which looks in many times per day for archive purposes. Communications are working on a solution to filter out the Pagefreezer IP addresses from the visitor totals.

16.5 Facebook

1 Facebook Live: (Dannevirke Impounded Water Supply) on 29 November – Approx 40 online attendees. 11 reactions, 12 comments and 5 shares.

Pagefreezer social media archive: The comms team are using a Pagefreezer social media archive platform in order to meet our Public Records Act 2005 responsibilities. This allows us to recall any comment, edit, hide or deletion made on our Facebook page.

136 new followers (as compared to 99 new followers reported in the last management report - 15 September to 15 November 2023).

110 new posts (as compared to 125 posts last period but noting we had the Christmas holiday). Created many resulting in significant engagement. Where possible, the team continues to provide answers to comments and questions on Facebook.

44 private message conversations which were all responded to, many resulting in CRM's.

Highest performing post was the Walk the future Te Ahu a Turanga – Manawatū Tararua highway with 132 reactions, 11 comments and 11 shares.

16.6 Antenno

Users: 903

Reports: 110 – Top 3 report topics: Roads/footpaths, water supply and Recycling (Dumped Rubbish) – ***Vandalism is also trending regularly***.

Notifications: 67 – Top 3 notification topics: Roadworks, Water Supply (Outage) and road closures.

16.7 Media Releases, enquiries and mentions

24 Media Enquiries were responded to by the team including Stuff.nz, Hawkes Bay Today and the Bush Telegraph.

11 Media mentions concerning Council were identified on Brand 24 and BuzzSumo media monitoring platforms – top topic was Dannevirke's fluoridated water (Fluoride Free NZ youtube channel and NZ Herald).

16.8 Bush Telegraph

We have produced 8 Bush Telegraph pages over the reporting period.

16.9 Radio Adverts

Our Bush Telegraph page is now being produced every fortnight. To cover nonpublication weeks we have been utilising radio advertisement of 2 current topics per month which are advertised 40 times each on The Hits, Newstalk ZB and iHeart Radio (radio app with 5,500 subscribers). Using the app we get coverage on major radio stations such as Gold, Breeze, Hits Rock etc.

The 2 radio adverts in February have been Water Conservation and General Waste.

16.10 **Others**

- Created a Dannevirke Stanley Street Sign Boil Water Notice
- Published 8 new staff member Introduction.
- Published 3 Pānui Pulse newsletters.
- Published a 1-year anniversary Cyclone Gabrielle flipbook.
- Updates to 2 forms.
- Created a recycling one pager outlining new recycling changes.
- Created a new Mayors Task Force for Jobs certificate.

17. Regulatory – 1 July 2023 to 31 January 2024

17.1 Staffing

- 17.1.1 Due to filling a vacancy for a Senior Building Officer, Building Consent Processing is now provided mainly in house, with some consents and inspections processed by contractors.
- 17.1.2 We have filled a vacancy for an Animal Control Officer bringing the Animal Control team back to full strength with 3 Officers and one administrator.

17.2 Building Services

Building Consents

Table – Applications for Dwellings by Location

Location (Valuation Area)	Total 2019/20	Total 2020/21	Total 2021/22	Total 2022/23	From 1 July 2023
Dannevirke	27	43	19	16	6
Rural	15	25	14	12	4
Urban	12	18	5	4	2

Table – Building Consent and Inspection Statistics

Category		Total 2019/20	Total 2020/21	Total 2021/22	Total 2022/23	From 1 July 2023
No. of Received	Applications	401	479	386	351	138
No. of Processed	Applications	377	465	357	350	139
% Processed	d within Time	92.3%	73.5%	76%	93%	95%
Total Value		\$27.8M	\$38.7M	\$42.7M	\$46.5M	\$17M
No. of Requested	Inspections	1,137	1,608	1,517	1670	575
No. of Performed	Inspections	1,715	2,104	1,784	2,018	823

Table – Applications for Relocated Dwellings by Location

Location (Valuation Area) From	n 1 July 2023
--------------------------------	---------------

Location (Valuation Area)	From 1 July 2023
Dannevirke	3
Rural	3
Urban	0

Table - Building Packet and Lim Requests

	Total 2019/20	Total 2020/21	Total 2021/22	Total 2022/23	From 1 July 2023
Building Packets	151	295	353	138	128
LIMs	147	158	163	157	165

Earthquake Prone Buildings (EPB)

- 17.2.1 In total, 138 Properties have been sent EPB letters. To date, 26 of those properties are confirmed as not EPBs.
- 17.2.2 All properties identified as potentially earthquake prone, have had letters outlining the timeline for obtaining or providing an existing, engineering report, proving the strength integrity of the building meets minimum standards or better.
- 17.2.3 Priority building owners needed to provide Council an engineer's report by 1 February 2023 and non-priority building owners had until 1 July 2023, unless an extension was sought from council. Extensions can be provided for up to 12 months allowing time to obtain engineer reports. To date, 73 owners have been issued an extension.
- 17.2.4 Those owners who have not contacted council or sought an extension to obtain an engineering report, have had their buildings officially deemed earthquake prone and are required to display a notice issued by Council, in the window.

	Priority Building	Non-Priority	Total
Potentially EPB Letters Sent	103	35	138
Confirmed Not EPB	17	9	26
EPB Notices Issued	71	14	85
Extensions Granted	42	31	73

17.3 Animal Control

Annual Dog Registration

17.3.1 The new registration year has begun with invoices having been mailed in June. Out of a total of **6,652** (known) dogs in the Tararua District, **6525** are currently registered. This means **127** dogs are not registered (2%).

Dog Attacks

Table – Reported Dog Attacks by Type and Location from 1 July 2023

Location/Attacks on	Dogs	Poultry	Stock	Cat	People
Rural North Ward	2	1	4	1	
Road or No Property Address	6	2		2	
Urban North Ward	3			1	1

17.4 Environmental Health and Licensing from 1 July 2023

Food	Task	
New Registration	1 new food registration	
Food Verifications	18 food verifications - 1 unacceptable outcomes	
Registration Amendment	6 amendments	
Sight Inspection/Educational visits	17 visits	
Health Licences	Task	
Hairdresser	1 new registration	
Health Complaints, Investigations/Advice	6	
Offensive Trade	1 new registration	
Nuisance Order Letter	2	
Cleansing Order	0	
Site Inspection for Health Licenses	 27 Health License premises, 21 premises inspected, other 6 were offensive service providers that does not really require inspection. 10 Hairdresser 3 Barbershops 5 camping grounds 6 offensive trades 3 funeral directors 	

Alcohol Licences

- 17.4.1 No licensing applications have required a public hearing. There have been no appeals to the Alcohol Regulatory Licensing Authority.
- 17.4.2 The following alcohol licensing applications have been received to date:

Category	2020/21	2021/22	2022/23	From 1 July 2023
New Manager Cert	21	28	57	31
Renewal of Manager Cert	57	30	41	54
Special Licences	56	32	75	46
Temporary Authority	5	1	18	11
On/Off/Club New applications	2	2	12	10
On/Off/Club Renewal applications	26	16	23	18
Total Applications	167	109	226	170

Table – Alcohol Licensing Applications to date:

Illicit Dumping

Table – Reported Illicit Dumping by Location

Location	Total 2020/21	Total 2021/22	Total 2022/23	From 1 July 2023
Ind/Com Nth Ward	11	30	8	12
Non Rateable	20	7	20	2
Rural North Ward	3	10	6	3
Road or No Property Address	74	9	15	2
Urban North Ward	7	5	18	3

Other Complaints

	Total 2022/23	From 1 July 2023
Noise	635	272
Abandoned Vehicles	71	54

17.5 **District Planning**

Resource Consents

Table – Applications for Subdivision by Location

Location (Valuation Area)	Total 2019/20	Total 2021/22	Total 2021/22	Total 2022/23	From 1 July 2023
Dannevirke	44	55	70	70	30
Rural	34	42	51	47	19
Urban	10	13	19	23	11

Table – Resource Consent Statistics

Category	Total 2019/20	Total 2020/21	Total 2021/22	Total 2022/23	From 1 July 2023
No. of Applications Received	101	135	184	191	100
Subdivision	85	121	146	126	67
Land Use	16	14	14	26	20
Other	25	17	24	39	13
No. of Applications Processed	104	154	192	178	43
Subdivision	74	123	158	124	30
Land Use	20	15	7	21	7
Other	10	16	27	33	6
% Processed within Time	92.2%	98.7%	97.5%	100%	100%

18. Library

18.1 **Highlights for November and December**

- 18.1.1 In November, Libraries Tararua ran its annual satisfaction survey receiving 488 responses. Though this is a 22% drop over the previous survey response efforts were made to encourage participation through targeted emails, hardcopy surveys website links and QR codes, and advertising in the Bush Telegraph . Survey Monkey is being utilised to collate responses and provide statistical analysis of the results, with the report scheduled completion in January.
- 18.1.2 Library staff met with Tararua REAP to explore support for the Chatterbox programme, emphasising the importance of early communication with children.. This aligns with Libraries Tararua commitment to literacy, complementing the 'Born Learning' programme launched last year.
- 18.1.3 Library staff are investigating the potential for a Storywalk in the District. There are successful examples available to view in the Manawatū and Hastings Districts. Storywalks promote outdoor exercise and literacy, merging storytelling with walking tracks.
- 18.1.4 Libraries Tararua participated in the Dannevirke "Christmas in the Park" engaging with parents and caregivers to promote the importance of early literacy. The Pahiatua Community Librarian also promoted the 'Reading together' programme at a local pre-school.
- 18.1.5 The winners of the annual Children's Book Awards quiz, Woodville School, received their prize at their final school hui for the year.



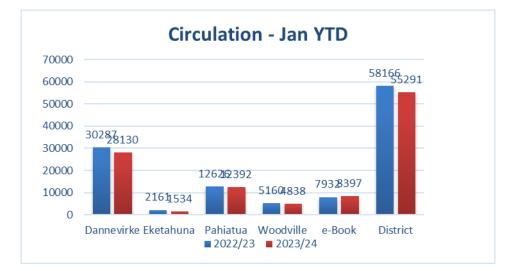
- 18.1.6 A craft table was available at each branch in the final week before Christmas for the making of decorations. The 'Elf on the Shelf' competition was held once again. Photos of the hilarious antics of Eke Elf were posted to our Facebook page to encourage our visitors to look out for him when they were next in their local branch. We also celebrated Hairy Maclary's 40th birthday.
- 18.1.7 STEAM into Reading our annual children's summer reading programme introduced a new app, Beanstack, to log reading and challenges, promoting continued engagement during the break.

18.1.8 All our in-Library programmes resumed in February 2024. In Woodville, the final Little Ears session saw 25 tamariki and their parents/caregivers attend.

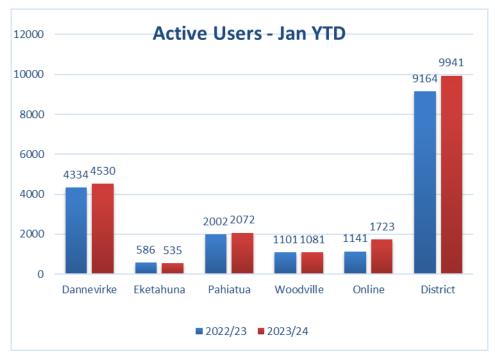
18.2 Planning

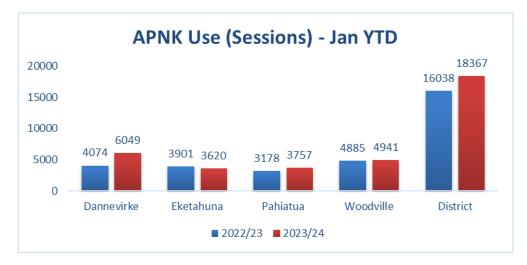
- 18.2.1 Next term will see the return of the popular Lego Robotics programme at Dannevirke Library.
- 18.2.2 The Marketing group will meet to plan the 2024 calendar of events including the in-Library programmes we run. This will be sent through to our Communications Team so they can plan the Council page and website updates to highlight our events.

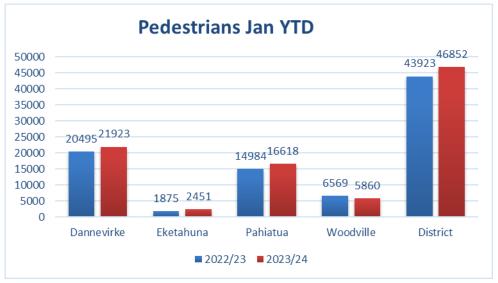
18.3 Statistics

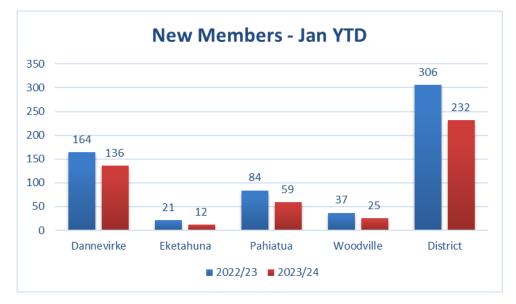


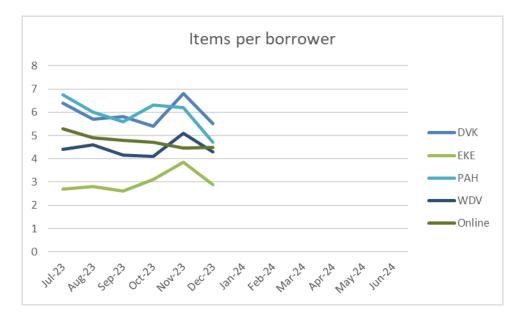
18.3.1 As at 31 Jan 2024

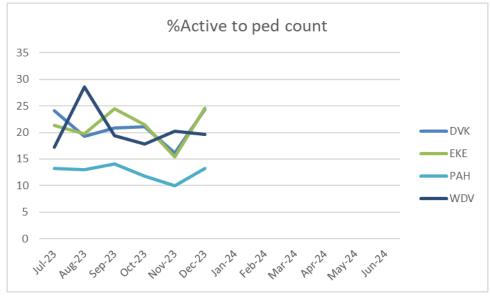












19. Customer Services

19.1 Statistics



Abandonded Calls	Average Talk Time (Seconds)	Abandonded Calls	Average Talk Time (Seconds)
25	120.26	20	104.83

19.2 **Customer Request Management (CRM) statistics**

In **November** a total of 743 CRMs were entered into the system compared with 664 in the same month last year. Afterhours received 342 calls, out of which 170 RFS were created. 57 Customers used the Antenno app to report an issue or to provide feedback.

November 2023	November 2022		
Top 5 Categories:		Top 5 Categories:	
Water Leak	44	Water Leak	29
Dog Enquiries – General Enquiry	28	Water Toby Damaged/Leaking/Needs Repair	25
Water Leak – Private Property	27	Dog Enquiries – General Enquiry	24

November 2023	November 2022		
Top 5 Categories:		Top 5 Categories:	
Dog Complaint – Wandering/Roaming	23	Noise - Bass/Stereo/Radio/Tv – 1st Call	
Noise - Bass/Stereo/Radio/Tv – 1st Call	22	Pensioner Housing – Minor Maintenance	

In **December** a total of 622 CRMs were entered into the system compared with 643 in the same month last year. Afterhours received 325 calls, out of which 127 RFS were created. 54 Customers used Antenno app to report an issue or to provide feedback.

December 2023	December 2022		
Top 5 Categories:		Top 5 Categories:	
Water Leak	38	Noise - Bass/Stereo/Radio/Tv – 1st Call	45
Noise - Bass/Stereo/Radio/Tv – 1st Call	26	Water Leak	45
Parks & Reserves Maintenance	21	Noise - Bass/Stereo/Radio/Tv – 2nd Call	35
Rural Surface Damaged, defect	19	Dog Enquiries – General Enquiry	25
Dog Enquiries – General Enquiry	18	Kerbside Recycling Collection	21

In **January** a total of 703 CRMs were entered into the system compared with 790 in the same month last year. Afterhours received 300 calls, out of which 144 RFS were created. 72 Customers used Antenno app to report an issue or to provide feedback.

January 2024		January 2023	
Top 5 Categories:		Top 5 Categories:	
Water Leak	53	Water Leak	51
Pensioner Housing – Minor	35	Rural Slip or Washout	33

January 2024	January 2023		
Top 5 Categories:		Top 5 Categories:	
Maintenance			
Kerbside Recycling Collection	29	Noise - Bass/Stereo/Radio/Tv – 1st Call	30
Parks & Reserves Maintenance	27	Water Toby Damaged/Leaking/Needs Repair	29
Water Toby Damaged/Leaking/Needs Repair	24	Dog Complaint – Wandering/Roaming	26

Attachments

Nil.



Report

Date	:	5 March 2024
То	:	Chairperson and Board Members Dannevirke Community Board
From	:	Allie Dunn Manager - Democracy Services
Subject	:	Capital Programme Update
Item No	:	10.3

1. Recommendation

1.1 That the report from the Manager - Democracy Services dated 05 March 2024 concerning the Capital Programme Update be received.

2. Reason for the Report

2.1 This report is to provide an update on the capital programme and key project statuses as reported to the Infrastructure, Climate Change and Emergency Management Committee on 21 February 2024, and the Community Development and Wellbeing Committee on 6 March 2024.

3. Capital Portfolio Report – Infrastructure

4.	Portfolio Health Status	Forecast	General Comment
	Green		The LTP review is ongoing with projects and programmes forecasting to ensure alignment with our objectives and resources. We have inserted all projects through the prioritisation matrix enabling better oversight, decision making and resource allocation. The portfolio in general is making good progress and is picking up momentum as we address the programmes and projects interdependencies

4. Portfol	io Health Status	Forecast	General Comment
			and relation to the LTP.
Schedule	Schedule Amber		The Dannevirke Impounded Supply projects, Route 52 and Wastewater Treatment plants are taking some corrective action and planning in order to progress. The associated projects financial year (FY) budgets has elevated the health status to Amber. However, it should be noted the remainder of the portfolio is in good health.
Budget	Amber		The budgets continue to be revisited and is a focus for TDC to better forecast large projects and programmes over FYs. In particular with the LTP being considered.
Risk	Green		Project risks are being mitigated effectively. We are working to capture these risks within all projects focusing primarily on the High Complexity projects.
Resourcing	Amber		Resource constraints across the portfolio are being reviewed from a portfolio level and considered against the LTP programmes and projects.

Legend

Status					
On track against baseline plan	Green	Corrective action required	Amber	Critical state - needs urgent attention	Red
Forecast	1			1	
Green - the forecast for the next period is that this area will remain in a positive status or will improve from current reported state.					
<i>Red</i> - the forecast for the next period is that this area will remain in a negative status or will deteriorate from current reported state.					
Amber - the forecast for the next	period is that	the current status may change.			

5. Capital Portfolio Report – Facilities, Regulatory, District Support, Promotion, Economic Development

6. Portfol	io Health Status	Forecast	General Comment
Gr	een		The portfolio of works does contain operational projects as well as capital. This is due to some of our key projects being of an operational nature. Following a review of the portfolio good progress has been made in establishing project momentum and informing the LTP.
Schedule	edule Green		Within the portfolio only a minor number of projects have some risk to schedules, primarily across the facilities portfolio, largely due to resourcing both internal and external. Some of the projects in planning require additional time and resources allocated in order to ensure direction and create required momentum.
Budget	get Green		Projects are tracking to their associated budgets and have no significant adjustments identified.
Risk	Green		Project risks are being mitigated effectively. We are working to capture these risks within all projects focusing primarily on the High Complexity projects.
Resourcing	Amber		Resource constraints continue to happen across the portfolio. This is being addressed and is forecasted to change by the next committee report.

Legend

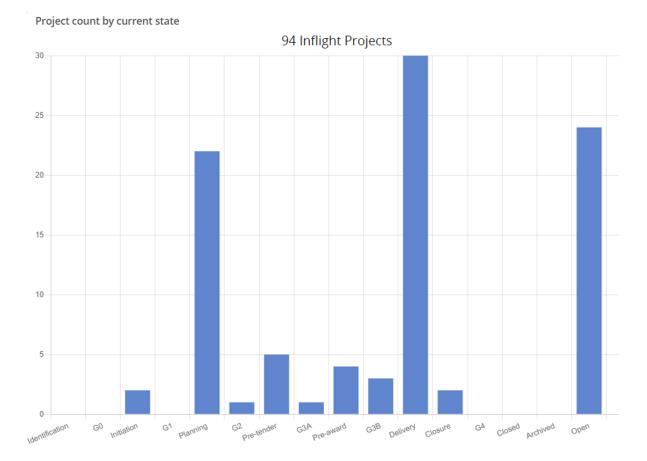
Status						
On track against baseline plan	Green	Corrective action required	Amber	Critical state - needs urgent attention	Red	
Forecast		I	1	1	,	
Green - the forecast for the next period is that this area will remain in a positive status or will improve from current reported state.						
<i>Red</i> - the forecast for the next pe	riod is that th	is area will remain in a negative	status or will	deteriorate from current reported state.	₽	

\Rightarrow

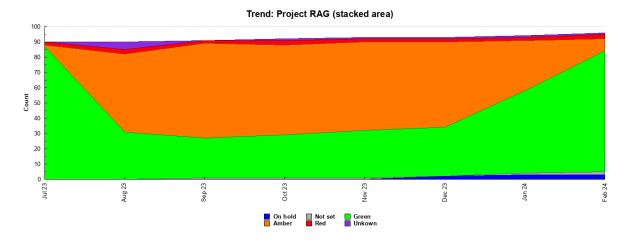
7. Project Count by Current State

Infrastructure

7.1 Our project management framework stipulates Gates for approval processes as depicted by G0, G1 etc. The Open section (on the right) is utilised for renewal projects or 'As Required'.

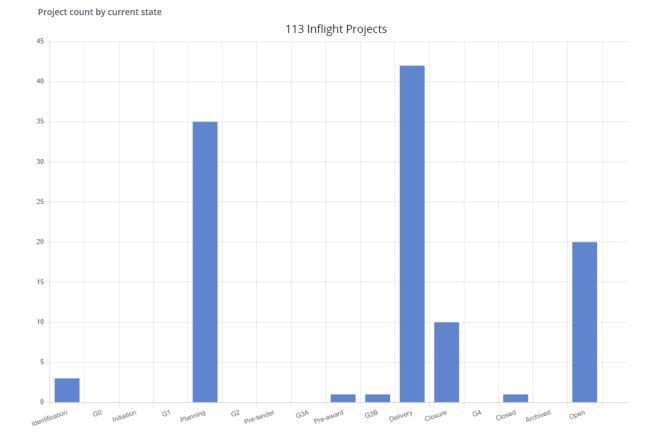


- 7.2 In order to ensure value for money a significant amount of time should be invested in the planning before these projects then move on to procurement. Time should then be afforded to ensure that our contracts are fit for purpose, agreeable and achievable with the resources we have available. It can be seen in the graph above that we are progressing the portfolio though the relevant stages and are ensuring greater oversight and insight of these works to stakeholders.
 - Capital Project status by overall Red, Amber, and Green Infrastructure
- 7.3 Note the change in projects following the review and carry forward adoption indicates that the portfolio is making positive momentum.



8. Project Count by Current State - Facilities, Regulatory, District Support, Promotion, Economic Development

8.1 Our project management framework stipulates Gates for approval processes as depicted by G0, G1 etc. The Open / Closed section (on the right) are currently being utilised for renewal projects.



8.2 In order to ensure value for money a significant amount of time should be invested in the planning before these projects then move on to procurement. Time should then be afforded to ensure that our contracts are fit for purpose, agreeable and achievable with the resources we have available. It can be seen in

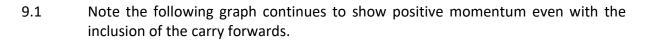
the graph above that we are progressing the portfolio though the relevant stages and are ensuring greater oversight and insight of these works to all stakeholders.

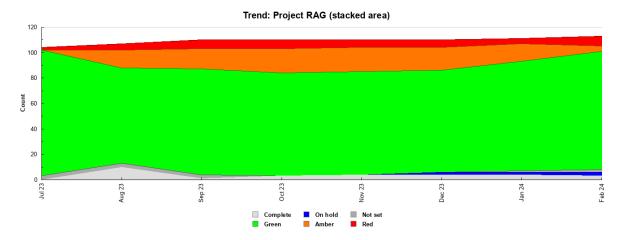
9. Project Updates

OFF TRACK	REVISED BUT	ON TRACK	ON TRACK	COMPL	ETED					
Project	Managed by		Comments		Status					
Carnegie	Mike Dunn	direction rec demolition c we have a He	king through a framework to quired to inform a consent fo of a heritage building. At this eritage assessment report be form the process.	r stage						
Waihi Falls Toilet	Eugene Priest	letter have b TIF have agro with Council \$26k - \$66k Supplier has	All pre-conditions in the TIF funding approval letter have been met to enable an agreement. TIF have agreed to fund \$110k of this project with Council contribution now re-forecasted at \$26k - \$66k (subject to scope adjustments). Supplier has received all applicable permits to allow construction of new toilets at Waihi Falls.							
Dannevirke Barraud Street	Jeff Glynn	Following Cc required at E significantly is being sche								
New Pahiatua Pool	Mike Dunn	Meeting with actions and f shortfall iden has been ext expires end eventuates v								
Existing Pahiatua Pool reseal	Mike Dunn		eted - handrails, ladders and d. The pool is now operation andards.							
Cemeteries extensions	Eugene Priest	designs for Cemeteries	strict Council reviewed the the Dannevirke and Mang to provide guidance arou hrough the 2024-2034 Lou	atainoka nd their						
MPI Emergency Hub Fund	Mitchell Guile	have been re work comple local contract should be co maintenance Civil defence a waver expl replacement provided is t	being completed. All goods s eccipted. Electricians and Bui ete. All through Sitesafe appr stors. Deliveries and installati implete (by 21 February) with e plans signed by hall commin e groups. Maintenance plans laining once signed the upker and ongoing costs of any equipation he responsibility of said group	ilding oved ions h ttees or include ep, juipment ip.						

OFF TRACK	REVISED BUT	ON TRACK	ON TRACK	COMPL	COMPLETED					
		with chainsa training will	has been completed. Inc providing said member with chainsaw and all relevant PPE. First aid training will be joint funded with reap through remaining budget.							
MPI NIWA Fund grant	Mitchell Guile	4 did not ma therefore we This equated Total funds of We received status to find	All approved payments made - 115. 4 did not make the extended deadline and therefore were unable to be paid their allocation. This equated to: \$18,211.18 Total funds distributed = \$981,788.82 We received 1 x enquiry regarding application status to find no record of their application. Overwhelmingly positive feedback.							
District town signage	Mark Allingham (New)	have compi gain better	r of this project has oc led the project docum situational awareness hich will enable mome	nentation to , and						

• Capital Project status by overall Red, Amber, and Green - Facilities, Regulatory, District Support, Promotion, Economic Development





Attachments

1. Huarahi Tuhono Weber to Wimbledon - Committee Report - January 24

- 2. Emergency Works Rakaiatai Bridge Committee Report January 2024
- 3<u>U</u>. Dannevirke Water Supply Fluoridation Plant Committee Report January 2024
- 4<u>U</u>. Norsewood WTP Upgrade Infrastructure Committee Report January 2024
- 5. SCADA_Telemetry Upgrade Infrastructure Committee Report January 2024
- 6. Dannevirke WWTP Upgrade Committee Report January 2024
- 7. Better Off Funding Building Iwi Capacity February 2024
- 8. Better Off Funding Digitisation of Council Records February 2024
- 9. Better Off Funding PARS February 2024
- 10. Better Off Funding Upgrading of Councils owned reserves February 2024
- 11. Better Off Funding Future Community Urban Design February 2024

Project name

Huarahi Tūhono – Weber to Wimbledon (Route 52 Upgrade)

Report date:	Start date:	Approved end date:	Projected end date:							
Jan 2024	Dec 2020	Nov 2024	Nov 2024							
Purpose:	 The PGF funded upgrade of 26km of Route 52 between Weber and the Central Hawkes Bay boundary. To engage talented workers in to support the economies recovery from Covid-19 									
Project team:	Senior Responsible Officer: Daniel Erard Project Lead: Andrew Desmond Project Manager: Jamie Hughes									
Key stakeholders:	Kanoa, Local Community,	lwi, TDC, Tararua Alliance								

Project budget												13	
Millions	4	5	6	7	8	9	10	11	12	13	14	15	16.6
Actual spend to date:													
Planned spend to date:													
Projected project budget:													16.6 M
Approved project budget:													16.6 M

Status update:			
	PREVIOUS STATUS	CURRENT STATUS	
Overall:			Following the recommencement of the larger scale works in Octobe good progress is being made by contractors onsite. November/Dec Emergency Works sites adjoining and in conjunction with Planned F focusing on project works undertaking final stages of bulk earthwor
Scope:			Project scope has been finalized. The current focus is to develop de Wimbledon & Weber.
Time:			The project end date been extended to November 2024 (previously 2024 winter period. It is to be expected, that Emergency Works repairs will extend beyo requirements and priorities within the wider Emergency Works Pro
Budget:			Project Budget including the additional variation has been allocated
Quality:			Ongoing Maintenance of site—With only a portion of the 26km lengareas not covered by the original project scope renewal areas deter ongoing maintenance will be required in the coming years, if the cu
Risks:			Central Hawkes Bay bridges have had their weight restrictions lifted increased loading (increased vehicle weights). Previous the CHB and of the network. With these restrictions lifted, there is an expectation work in the Weber/Wimbledon/Herbertville/Waione areas. This is a broader network strategy discussion, with additional fundin age/maintain the network with focus on heavy trafficked routes.
Health & Safety:			Nothing to report
Resources:			Contractors onsite—Alabaster Contracting (Drainage and Minor Wo Contracting (Emergency Works—Wimbledon Gorge) Traffic Safe Nz



8.3 Capital Programme Update Attachment 1 Huarahi Tuhono Weber to Wimbledon - Committee Report - January 24



per (following the Consented Winter shut-down period) cember has been continued to focus on addressing the Project Works. Throughout January resource has been orks and making strong process on laying pavement.

lesign for the Emergency Works sites between

ly June '24) to allow for reseal activities following the

ond the end of the Project completion date due design ogramme.

ed across the project, with the scope confirmed.

ngth having full renewals/realignments, we are noticing eriorate. As the project winds down further renewals on urrently logging truck volumes continue.

ed, therefore the adjoining Tararua Roads are subjected to nd Bridge A07 on Weber Rd restricted weights in this part on of increased deterioration of the wider roading net-

ling sort for the 2024/25–2027/28 NTLP period to man-

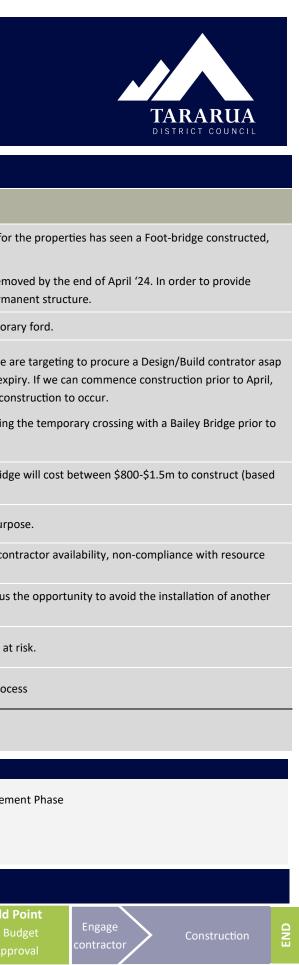
/orks), HES (3x crews—Earthworks and Pavement), BC z undertaking traffic management

Emergency Works—Rakaiatai Bridge

Report date:	Start date:		Appro	oved end date	e: P	rojected e	end date:		Status update:			
an 24	Feb 23		ТВС			BC				PREVIOUS STATUS	CURRENT STATUS	
	10025											The immediate initial response to establish a temporary crossing and basic ford (utilising the old deck panels) has been completed
urpose:	-	ide suitable during Cyclo		the properti elle.	ies affect	ed by the	loss of th	e	Overall:			Resource Consent conditions require the Temporary Ford to be r ongoing access, this project seeks to replace the bridge with a pe
									Scope:			Investigate and construct a suitable structure to replace the tem
roject team:	oject team: Senior Responsible Officer: Dan Erard Project Manager: Andrew Desmond y stakeholders: Waka Kotahi, NZTA, Affected landowners, Iwi, TDC, Tararua Alliance, Hori-											Given the consent conditions requiring the ford to be removed, with the view to start construction prior to the resource consent we will seek the extend the resource consent period to allow the If efficient procurement is not possible, we are considering replathe end of April.
ey stakenolaers:	waka Kotan	Recovery c		Replace ter					Budget:			Early Contractor Engagement estimates suggest a replacement b on 4 design options—refer Initial options report)
		ous structu	ure, Tem-	structure (subject to					Quality:			Due to scouring underneath the current ford is no longer fit for
roject budget		& Design							Risks:			Time Delays in procurement, risk of cost escalation (design TBC) consent conditions for the temporary structure.
		Investigation	on						Opportunities:			The selection of a suitable design and build contractor asap give temporary structure (Bailey Bridge) - Est. \$300k
									Health & Safety:			Access is severely compromised for the land owners placing the
housands		250	500	750	1000	1250	1500	2000	Resources:			4 contractors are currently going through a Request for Tender
ctual spend to date	2:								Comms:			None to report
lanned spend to da	ıte:								Next steps:			
Projected project budget:				TBC—Earl at ran		ctor enga 00k-\$1.5n						update their proposals provided during the Early Contractor Enga ng. Review and funding confirmation)
oproved project budget:									3. Develop contra		-	

0	Feb 2023	Investigation March – Nov 23	July – Nov 23	Funding Consultation Dec—Jan 23	Jan 2024	Feb 23	contractor Early March 2024	budget March 2024	A Apri	\ррі 1 20
TART	Cyclone Gabrielle	Temporary works & detailed Eng.	Early Contractor	Cost vs Benefit analysis & NZTA	NZTA support confirmed	Contractors to review concepts and confirm indicative estimates	select preferred	Detailed Design & developed of detailed	Но	Bu
	Stage									l

8.3 Capital Programme Update Attachment 2 Emergency Works Rakaiatai Bridge Committee Report January 2024



l 2024

TBC (subject to suitable design, budget

Dannevirke Water Supply Fluoridation Plant

Report date:	Start date:	Approved end date:	Projected end date:					
Jan 2024	Jul 2022	Jun 2024	Aug 2024					
Purpose:	To procure and install a co Fluoridation is required as							
Project team:	Senior Responsible Officer: Mike Dunn Project Manager: Eugene Priest							
Key stakeholders:	MOH, TDC, Public, & Cont	ractors						

	PREVIOUS STATUS	CURRENT STATUS	
Overall:			All agreements with MOH and supplier are in place with funding relea off-site with civil works being arranged for on-site preparation works
Scope:			Scope has been defined by Supplier regarding build of containerised u Changes have been made to scope to allow for bulk delivery and remo
Time:			MOH are happy with the added time due to design delays.
Budget:			MOH have accepted concept plant design and associated costs for the
Quality:			Quality laid out in specifications for plant build & commissioning.
Risks:			Land acquisition needs to be in place to allow for truck turning bay to Penalties for holding/delaying this project past the end date by contra an initial \$200,000 fine and a further \$10,000 per day if offence contir project due date is not met the funding is withdrawn becoming a TDC
Opportunities:			No new opportunities have arisen.
Health & Safety:			No new health and safety items to be reported.
Resources:			Appropriate resources are available and workloads are currently suffice

Project budget										
THOUSANDS	0	25	50	75	100	200	300	400	500	600
Actual spend to date:		25k								
Planned spend to date:		25k								
Projected project budget:										563k
Approved project budget:										563k

•	Delivery phase starts
---	-----------------------

- Off-site construction of unit starts
- Civil works to be carried out in accordance with availability in impound supply schedule

Project timeline:

START	Project Mandate Issu	Investigation & Business Case	Secure Fundin MOH (to be released			Current Stage Off-site construction begins	50% Plant works completion	Civil/ Electrical Works Completion	
	Jul 2022	Aug-Nov 2022	Nov-Jan 2023	May 2023	Dec 2023	Jan 2024	Mar 2024	Mar 2024	

8.3 Capital Programme Update Attachment 3 Dannevirke Water Supply Fluoridation Plant Committee Report January 2024

TARARUA DISTRICT COUNCIL

ased. Equipment is arriving for construction of plant

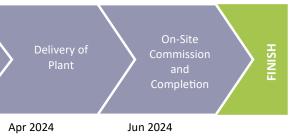
unit and completing site works to receive unit. ioval of IBC system.

e design.

be constructed.

avening section 116l of the Health Act could result in nues. Further, once past the projected end date, if the C funded requirement.

cient.



Project budget

Actual spend to date:

Planned spend to date:

Projected project budget:

Approved project budget:

THOUSANDS

Norsewood WTP Upgrade

Report date:	Start date:	Approved end date:	Projected end date:							
Jan 2024	Jul 2023	Jun 2024	Jun 2024							
Purpose:	To upgrade Norsewood w Assurance Rules (DWQAR) affecting the water colour adding redundancy to the 30,000l buffer tank.) and to the reduce the Ae and smell. Tararua Distric	sthetic values that are t Council will also be							
Project team:	Senior Responsible Officer: Roger Earp Project Manager: Eugene Priest									
Key stakeholders:	Taumata Arowai, TDC, No	prsewood Community, & C	Contractors							

0 25 50

11k

11k

75

100 125 150 175 200 250

250k

250k

Status update:

	PREVIOUS STATUS	CURRENT STATUS	
Overall:			Currently waiting for the GETS response period to finish on 8th Feb gone back to RFP due to TDC dissatisfaction with supplier guarantee
Scope:			Use available collated data to produce an engineered designed solu Filtration, Electrical, Plumbing & SCADA/Telemetry components wit water flow meters. Current well head to be serviced and storage tar training manuals, HAXOPS forms and commissioning documents to
Time:			Due for completion in 23/24 financial year
Budget:			Currently estimated at approx. \$250k. This is dependant on selected
Quality:			Will be part of QA in Supplier response & commissioning document
Risks:			All risks at this stage have been carefully attended to within the Ten that cost and time could over-run depending on the chosen solutior process.
Opportunities:			Ability to add redundancy to Norsewood WTP.
Health & Safety:			All health and safety policies for TDC are written into the procureme
Resources:			Available resources will be known after procurement process
Comms:			Comms team will be conducting a media release next week. Comms
Next steps:			

• Supplier responses evaluated and supplier selected

- Agreement negotiated and signed
- Delivery of solution starts



8.3 Capital Programme Update Attachment 4 Norsewood WTP Upgrade - Infrastructure Committee Report January 2024



ed suppliers solution

ntation provided

ender documentation. We do have the possibility still on. This will be carefully monitored as we go through the

nent process as mandatory for potential suppliers

ns plan still to be produced

Meeting of the Dannevirke Community Board – 18 March 2024

SCADA/Telemetry Upgrade (Phase I)

Report date:	Start date:	Approved end date:	Projected end date:							
Jan 2024	Mar 2023	Jun 2024	Jun 2024							
	This project has been initi for resource consent mo standards. This project w develop and rationalise software and dashboardii entire TDC treatment and and system Stocktake, Fr tion to achieve operationa	nitoring for compliance ill pull the different uppr SCADA and Telemetry fing that provides operation I network systems. Stage amework, Architecture a	with NZ drinking water ade funding together to ramework, architecture, onal visibility across the 1 is to determine asset nd system implementa-							
	Senior Responsible Officer: Roger Earp Project Manager: Eugene Priest									
	Project Engineer: Tom McAlevey Horizons, TDC, Public, & Contractors									
Key stakeholders:										

Project budget											
THOUSANDS	0	8	16	24	32	40	48	56	64	72	80
Actual spend to date:	0										
Planned spend to date:	0										
Projected project budget:											78.5k
Approved project budget:											78.5k

Status update:			
	PREVIOUS STATUS	CURRENT STATUS	
Overall:			Agreement has been signed by both parties and Phase I will be co
Scope:			Pre-determined scope to be followed in Tender process with deta
Time:			No extra extensions to time since previous month.
Budget:			Projects District Telemetry Wastewater, District Water Telemetry consolidated into one funding line for this project. (\$429,000)
Quality:			Quality laid out in NZ Standards & specifications.
Risks:			Delays in delivery could allow for risk of repeating system failures.
Opportunities:			No opportunities have arisen.
Health & Safety:			No health and safety items to be reported.
Resources:			Appropriate resources are available and workloads are currently s
Comms:			Due to interest in project we will be doing external and internal co
Next steps:			

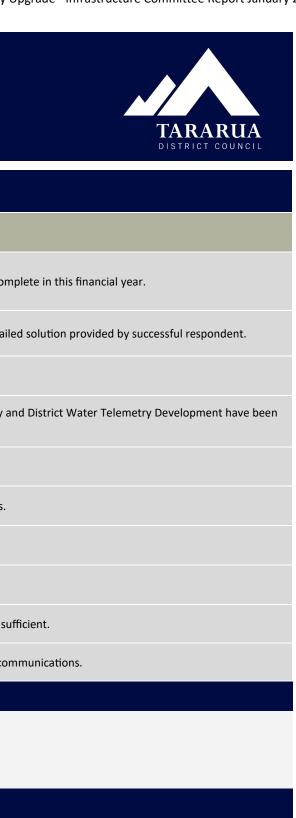
• Delivery of Phase 1 to start

٠ Site visits to commence to gather applicable data

1st Workshop to be conducted ٠



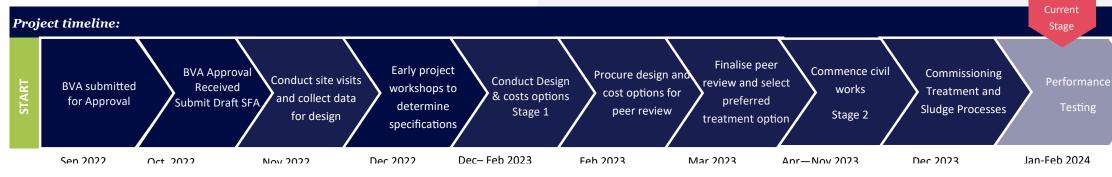
8.3 Capital Programme Update Attachment 5 SCADA_Telemetry Upgrade - Infrastructure Committee Report January 2024



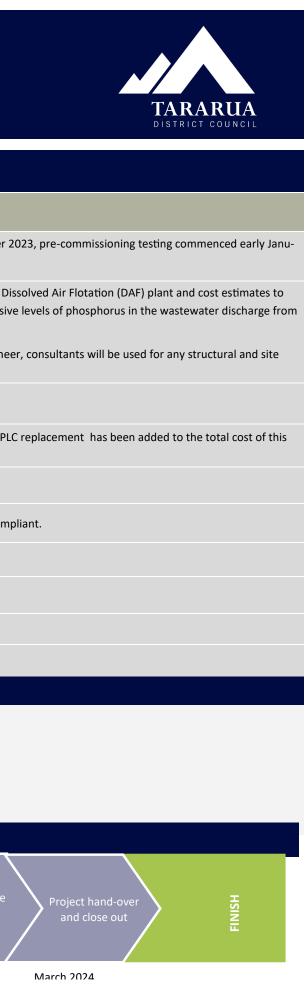
Project name

Dannevirke Wastewater Treatment Plant Upgrade

Report date:	Start date	:		Appro	ved enc	l date:	Pro	ojected e	nd date	::	Status update:						
Jan 2024	Sep 2022	2		Oct 20	023		Ma	ar 2024				PREVIOUS STATUS	CURRENT STATUS				
Purpose: The Dannevirke Wastewater Treatment Plant (WWTP) requires upgrades to address persistent resource consent condition non-compliance excessive levels of phosphorus in the wastewater discharged from the plant to river.				e	Overall:			Bulk chemical delivery and DAF start up was completed mid Decem ary 2024.									
		ospiror a		, musice		inserier B.					Scope:			Supplier will be engaged for the design, build and commissioning of address the resource consent condition non-compliance due to exce the plant. The work will be done in conjunction with a wastewater process eng Geotech support to inform cost estimates.			
Project team:	Senior Responsible Officer: Roger Earp Project Manager: Terry Lamb										Time:			This project is expected to be completed March 2024.			
	Suppliers: Enviroden NZ Ltd, The Wastewater Specialists								Budget:			There are 7 project variations to the project scope, \$187K for urgen project.					
						Quality:			Quality measures are being tracked by the Project Manager								
Key stakeholders:	TDC Staff, Regional Council,						Risks:			Failure to meet resource consent conditions. We are currently none							
											Opportunities:			Ability to increase plant throughput during high stormflows			
Project budget											Health & Safety:			No incidents to report			
THOUSANDS	100	200	400	600	800	1.2m	1.4m	1.6m	1.8m	2.1m	Resources:			The project is adequately resourced.			
Actual spend to day	te:							1.41m			Comms:			Monthly project reports are submitted to the comms team			
Planned spend to d	late:										Next steps:						
Projected project b	udget:								2.0m		1) Finial electrical terminations		ns	5) Handover QA Documentation			
Approved project b	oudget:									2.1m	 2) PLC functional testing 3) Performance testing 4) Compile Punch-List 						

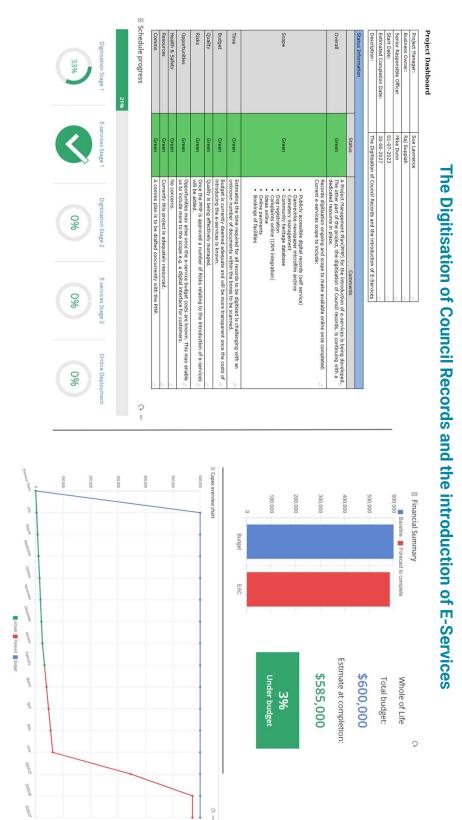


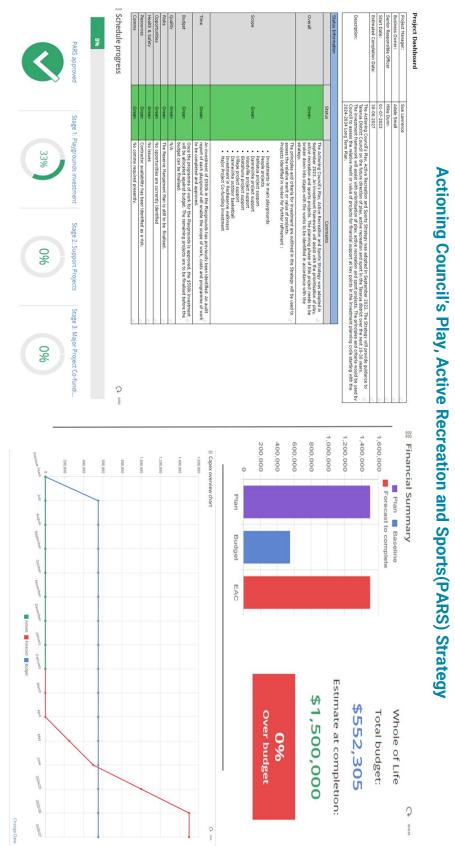
8.3 Capital Programme Update Attachment 6 Dannevirke WWTP Upgrade - Committee Report - January 2024



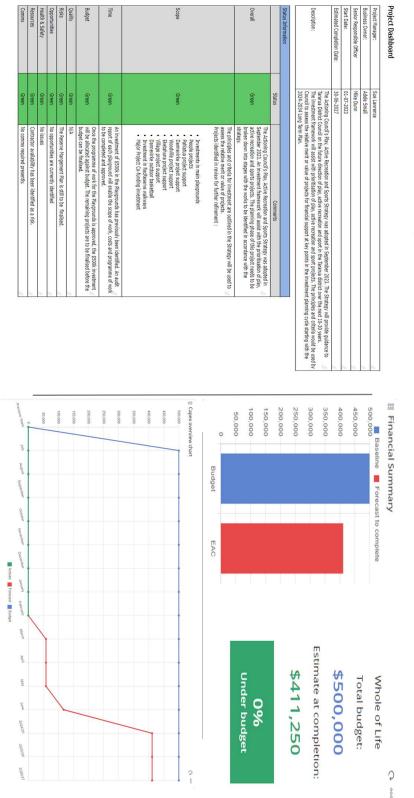
Meeting of the Dannevirke Community Board – 18 March 2024







8.3 Capital Programme Update Attachment 9 Better Off Funding - PARS February 2024



Upgrade of Council owned Reserves

Overal Project Dashboard Scope Schedule progress siness Owner: scription ated Completion Date Responsible Officer 75% Aimee Charmlei Adele Small Sue Lawrence 01-07-2023 30-06-2027 25% The Future Community Urban Design project encompasses the development of "Developing a Framework for Managing the Built Environment. In Urban Areas for Future communities" which is made up of Part A and Part The objective of Part A to develop a growth stratety for Fararua and to finom the District Part. These include legislation and policy, romovith trends and aspirations, and spatial or environmental constraints. The scope for Part B is to develop a competensive plan that identifies investment opportunities and priorities for the public spaces of our town centres. Status Green Green Green Greer Greer A risk that the overall timeline could run on has been mitigated with frequent and regular meetings. The final delivery phase is currently expected to be two months behind the projecture of \$152,178 is 23% at trad budget, \$700,000.
 Deliverables and timeframe at identified in the contracts.
 Bisis relating the development and adoption of the Draft Growth Urban Design have been closed.
 VIA
 VIA
 VIA
 Orgoing liasion with Comms team as required. The Draft Urban Growth Strategy was adopted as a draft on 20th December 2023. Over the last month from 5th February - 5th March the draft strategy has been available for public commont, with frequency seasons howed at each town centre . This frequency reselved will be assessed and the strategy will be annoted and finalised for adoption by Council in April. The recommendations will feed into the District Plan review. The scope A for the Urban Growth Strategy includes requirements to support the District Plan Review. Following on from the adoption of the Urban Growth Strategy work will commence on the scope B for the Urban Connectivity Strategy. relating the development and adoption of the Draft Growth Urban Design have closed. 0% **Future Community Urban Design** 0% < 000 # Financial Summary 700,000 200,000 300,000 400,000 500,000 600,000 100,000 E Capex 0 200,000 500,00 100,000 300,000 400.0 Forecast to complete Baseline Actual rview chart yelly Budget August Sadrambat OCHODES. EAC November Decentret Actuais 📕 Forecast 📕 Budget January February March Estimate at completion: \$700,000 PDril. \$700,000 Whole of Life Total budget: **Over budget** NUSY 0% lung 2024/25 2025/26 2 2026/27 Q 000 000

new gospeons team much Dear seranse of your Kino been able to 0 TR 1 20(ation of \$4000 we have add i tion arvicine to đ love you so much tax time (muunit ow this possible bring much Piders. Tints +0 01 chase a and need ow 2000 602 ararua Riding for the Disabled 6 MMM/ U From The Team

Without your continued support and generosity Tararua RDA group would not be able to continue to provide our life changing programme



Tararua New Zealand Riding for the Disable