

## **Notice of Meeting**

A meeting of the Tararua District Council will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 28 June 2023** commencing at **9:30am**.

Bryan Nicholson
Chief Executive

## **Agenda**

- 1. Welcome and Meeting Opening
- 2. Council Prayer
- 3. Apologies
- 4. Public Forum

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

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

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

## 5. Notification of Items Not on the Agenda

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

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

6.	Items of Business	
7.	Confirmation of Minutes	5
	Recommendation	
	That the minutes of the Council meeting held on 31 May 2023 (as circulated) be confirmed as a true and accurate record of the meeting.	•
8.	<b>Community Boards and Community Committees Reports</b>	
8.1	Minutes - Explore Pahiatua Community Committee 7 June 2023	16
	That the minutes of the Explore Pahiatua Community Committee meeting held 7 June 2023 be received	1
8.2	Minutes - Eketahuna Community Board 12 June 2023	22
	Recommendation:	
	That the minutes of the Eketahuna Community Board meeting held 12 June 2023 be received.	•
8.3	Minutes - Dannevirke Community Board 19 June 2023	27
	Recommendation:	
	That the minutes of the Dannevirke Community Board meeting held 19 June 2023 be received.	•
	Note: Any of the Community Boards and Community Committees may send a representative to address the Council on any issues within the agenda or matters of interest to them.	
9.	Reports	
9.1	Adoption of Annual Plan 2023-24 and Schedule of Fees and Charges	35
9.2	Rates Resolution for the 2023-24 Financial Year	51
9.3	Final Adoption of Annual Report 2021-22	59

9.4

**Cyclone Gabrielle Recovery Update - June 2023** 

63

9.5	Risk Committee	103
9.6	Long Term Plan Update	115
9.7	Remits to Local Government New Zealand Annual General Meeting 2023	117

## 10. Portfolio Reports

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

## 11. Mayoral Matters

## 11.1 Mayor and Councillors Report

**157** 

# 12. Items not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 4

#### 13. Public Excluded Items of Business

#### Recommendation

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

Minutes - Eketahuna Community Board 12 June 2023 - public excluded meeting

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
Minutes - Eketahuna Community Board 12 June 2023 - public excluded meeting	Section 7(2)(a) - to protect the privacy of natural persons, including that of deceased natural persons.	<section (1)(a)(i)<="" td=""></section>

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.

## 14. Closure



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 31 May 2023 commencing at 9:30am.

#### 1. Present

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

## In Attendance

Mayor A Watson - Rangitīkei District Council

Mr B Nicholson - Chief Executive

Mr R Suppiah - Group Manager - Corporate

Mrs A Small - Group Manager – Strategy and Community Wellbeing

Mr C Chapman - Group Manager - InfrastructureMr D Watson - Manager - Special Projects

Mrs J McKenzie - Manager - Facilities

Mr M Dunn - Manager – Programmes and Projects

Mrs S Walshe - Team Leader Financial Services
Mr R Earp - Acting Three-Waters Manager

Mr D Cameron - Recovery Manager

Ms S James - Strategic Advisor Recovery
Mrs A Dunn - Manager - Democracy Services

## 2. Council Prayer

The Mayor opened the meeting with the Council Prayer.

## 3. Apologies

That the apologies from Councillors A K Franklin and S A Wallace be accepted and leave of absence granted for the meeting.

Crs Sutherland/Chase

**Carried** 

#### 4. Public Forum

There were no requests for public forum.

#### 5. Presentations

## 5.1 Presentation - Rangitīkei District Council

Mayor Andy Watson of the Rangitīkei District Council attended the Council meeting to present a donation of \$20,000 from the Rangitīkei District Council. The donation was to aid Council in the Cyclone Gabrielle recovery. He spoke about how the Rangitīkei District Council had been through similar experiences in the past, and their Council felt it was important that the local government family supported each other in such times. He spoke about the personnel that their Council had deployed to assist a number of affected Councils, including the Tararua District Council.

In accepting the donation, Her Worship the Mayor spoke about the similarities of the Rangitīkei and Tararua Districts, both with rural identities, a large roading network, and much in common. She noted the sacrifice that the people of the Rangitīkei District had made in giving this donation when we need it most, and how the hardship was starting to hurt within the Tararua District communities and economy. On behalf of the district she thanked Mayor Watson and the people of the Rangitīkei District and that we would never forget their generosity. Her Worship the Mayor would like to attend a future meeting of the Rangitīkei District Council to personally pass on the Tararua District Council's thanks.

## 10.7 Cyclone Gabrielle Recovery Update - May 2023

The Strategic Advisor Recovery, Sandra James, introduced Don Cameron, the Recovery Manager who would be reporting to the Council in the future to provide updates on the recovery progress.

She noted that the 100 day recovery plan was nearly complete. A detailed impact assessment was being prepared and would give a good picture of what had been experienced on farms. It was noted that a detailed update was provided to the last Infrastructure, Climate Change and Emergency Management Committee meeting on the impact on the built environment. It was noted that access to health services was an issue, and mental health issues being experienced. Requests for assistance were being made through the Rural Support Trust, and a "Mates in Trade" event scheduled for 14 June 2023. An update was provided on grants made through the Mayoral relief fund, and it was noted that funding applications had been lodged with the Government for external funding to support recovery. Her Worship the Mayor was working with the Minster for Emergency Management to ensure that the impact on the Tararua District was being recognised.

The Recovery Manager, Don Cameron noted that the district was only part way through recovery for farmers. He spoke about the preparations being undertaken by the Rural Support Trust to provide support to help people get through. They were working to ensure the Government recognises that this would be ongoing

and that appropriate funding was in place, as without funding action could not be undertaken. He spoke about the discussions to be held with Horizons Regional Council about installing more river monitoring equipment higher in the catchment to provide earlier warnings. He spoke about the research project being undertaken by Massey University on resilience, retreat, recovery focused on Akitio. In response to a question about security arrangements for generators at cell towers, the team undertook to come back with an answer to that question. In response to a question about assistance being provided to red stickered and yellow stickered properties, it was noted that the Building team were working closely with households. The actions needed were in the hands of the home owners, but Council was in regular contact to ensure there were no barriers to accessing assistance, for example through the Mayoral Relief Fund.

That the report from the Strategic Advisor Recovery dated 08 May 2023 concerning the Cyclone Gabrielle Recovery Update - May 2023 be received.

Crs Long/Gilmore Carried

5. Notification of Items Not on the Agenda

Nil

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 26 April 2023 (as circulated) be confirmed as a true and accurate record of the meeting.

Crs Johns/Chase Carried

- 9. Community Boards and Community Committees Reports
- 9.1 Minutes Explore Pahiatua

That the minutes of the Explore Pahiatua Community Committee meetings held 5 April 2023 and 3 May 2023 be received.

Crs Peeti-Webber/Gilmore

Carried

9.2 Minutes - Eketahuna Community Board

That the minutes of the Eketāhuna Community Board meeting held 8 May 2023 be received.

## 9.3 Minutes - Dannevirke Community Board

That the minutes of the Dannevirke Community Board meeting held 15 May 2023 be received.

Crs Peeti-Webber/Wards

Carried

## 10. Reports

## 10.1 Tararua Mayoral Relief Fund - Formal Acknowledgement to Horowhenua and Rangitīkei Districts for donated funds

The Council considered the report of the Chief Executive dated 18 May 2023 that formally expressed the Council's heartfelt gratitude and appreciation to the Horowhenua and Rangtīkei Districts for their generous donations to the Tararua Mayoral Relief Fund, and highlighted their generous donations to the community.

That the report from the Chief Executive dated 18 May 2023 titled Tararua Mayoral Relief Fund - Formal Acknowledgement to Horowhenua and Rangitīkei Districts for donated funds be received.

That a heartfelt thank you is given to Horowhenua and Rangitīkei Districts on behalf of the Tararua District.

That the Mayor and Councillors on behalf of the Tararua District attend council meetings at Horowhenua and Rangitīkei and personally thank each council and provide a gift of thanks.

Crs Johns/Chase Carried

## 10.2 Recommendation from Committee - Establishment of Submissions Assessment Panel

The Council considered the report of the Manager – Democracy Services dated 9 May 2023 that presented a recommendation from the Strategy, Growth and Planning Committee meeting held 2 May 2023 for Council consideration and approval.

That the report from the Manager Democracy Services dated 09 May 2023 concerning the Recommendation from Committee - Establishment of Submissions Assessment Panel be received.

That the Council establishes a Submissions Assessment Panel as a subordinate decision-making body of Council, as set out in the Terms of Reference appended to the report of the Manager – Democracy Services dated 9 May 2023.

That the Council delegates authority to the Submissions Assessment Panel (as a

subordinate decision-making body) for evaluating the forward programme of Regional and National Policy consultations, and legislative amendment, and determining which matters the Council will either make a submission to, support another body's submission, or decline to make a submission.

That the Council delegates authority to the Submissions Assessment Panel to consider and approve submissions on Regional or National policy consultations, and legislative amendment, for submitting either under signature of the Mayor, or under signature of the Chief Executive.

That completed submissions be included in the next scheduled Council meeting agenda for receipt and noting by the Council.

Crs Gilmore/Wards Carried

## 10.3 Recommendation from Committee - Adoption of Annual Report 2021-22

The Council considered the report of the Team Leader Financial Services dated 22 May 2023 that presented a recommendation from the Audit and Risk Committee meeting held 17 May 2023 for Council consideration and approval.

It was noted that changes were made to the Annual Report since presentation to the Audit and Risk Committee relating to the prior period adjustment and the valuation of assets.

That the report from the Team Leader Financial Services dated 22 May 2023 concerning the Recommendation from Committee - Adoption of Annual Report 2021-22 be received.

That the Mayor and Chief Executive be delegated 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 2022; and

That the 2021/2022 Annual Report be adopted in accordance with Section 98 of the Local Government Act 2002.

Crs Wards/Johns Carried

## 10.4 Requests for Funding - International Representatives Fund

The Council considered the report of the Manager – Democracy Services dated 1 May 2023 that presented two requests for funding under the Tararua International Representative Fund to Council for consideration and decision.

That the report from the Manager Democracy Services dated 01 May 2023 concerning the Requests for Funding - International Representatives Fund be

received.

That the Council makes a grant of \$800.00 from the Tararua International Representatives Fund to Jamie Davidson towards the costs of his attendance at the 2023 Special Olympics World Games in Berlin in June 2023.

That the Council makes a grant of \$800.00 from the Tararua International Representatives Fund to Sophie Hunter towards the costs of her attendance at the 2023 World Dance Championships in Phoenix Arizona in July-August 2023.

Mayor Collis/Cr Peeti-Webber

Carried

## 10.5 **Dannevirke Impounded Supply Update**

The Council considered the report of the Acting 3-Waters Manager dated 25 May 2023 that provided an update regarding the Dannevirke Impounded Supply and subsequent actions recommended to mitigate the risk of failure and to enable the safe and reliable supply of water to Dannevirke. The report also outlined options for progressing the repair of the dam including some cost estimates.

Dewi Knappstein, Geotechnical and Water Resources Engineer from Tonkin and Taylor, joined the meeting via Teams, to answer questions from the Council. Her Worship the Mayor noted the importance of discussions with the extraordinary users of the supply to ensure they understood the future direction being proposed. It was also noted that a further public meeting to information the community was required, however this would be held after the repairs were complete. It was noted that a news release would be provided this week to provide an update to the community, and also once the repairs were complete to ensure the community were aware of the outcome. A report to present the options for de-risking would be brought to a future Council meeting.

That the report from the Acting 3-Waters Manager dated 25 May 2023 concerning the Dannevirke Impounded Supply Update be received.

Crs Wards/Peeti-Webber

**Carried** 

The meeting adjourned at 11:15am and resumed at 11:25am.

## 10.6 Revocation and Replacement of Resolution re Better Off Funding

The Council considered the report of the Chief Executive dated 01 May 2023 that sought revocation of the resolution made by Council on 31 August 2022 regarding the Government's Better Off Funding Support package, and sought making of an amended resolution in its place.

That the report from the Chief Executive dated 01 May 2023 concerning the Revocation and Replacement of Resolution re Better Off Funding be received.

That the Tararua District Council rescinds the following motion made 31 August

2022:

"That Council approve the application for the following projects for the Three Waters Better Off Grant Fund application totalling \$3,800,000:

Building iwi capacity - \$500,000

Future community urban design - \$600,000

Better understanding of urban water assets - \$600,000

Actioning Council's Play, Active Recreation and Sports (PARS) Strategy - \$1,500,000

Developing community gardens - \$500,000

Note - \$100,000 is yet to be allocated

And that Council approve the following projects as conceptual back-up projects to be further developed if any of the five selected projects above cannot proceed for any reason.

- 1. Community hubs feasibility and design
- 2. Digitisation
- 3. Mobile infrastructure"

AND

That the Tararua District Council makes the following motion in its place:

"That the Tararua District Council approve the application for the following projects for the Three Waters Better Off Grant Fund application totalling \$3,800,000:

Building iwi capacity - \$500,000

Future community urban design - \$700,000

Actioning Council's Play, Active Recreation and Sports (PARS) Strategy - \$1,500,000

**Upgrade of Council Owned Reserves - \$500,000** 

Digitisation & E-Services - \$600,000"

Crs Gilmore/Wards

**Carried** 

10.8 Dannevirke Community Board - Commemorative Tree Planting

The Council considered the report of the Manager – Facilities dated 09 May 2023 that sought approval to plant a Kōwhai tree in Hall Street Reserve to commemorate the Coronation of King Charles III, and also sought approval to bury the new time capsule in Hall Street Reserve.

That the report from the Manager Facilities dated 09 May 2023 concerning the Dannevirke Community Board - Commemorative Tree Planting be received.

That Council approve the planting of a Kōwhai tree in Hall Street Reserve, Lot 8 DP 998 – Reserve, 2 Gordon Street, Dannevirke to commemorate the coronation of King Charles III.

That Council approve the burial of the new Time Capsule in Hall Street Reserve, Lot 8 DP 998 – Reserve, 2 Gordon Street, Dannevirke.

Crs Sutherland/Collis

Carried

## 10.9 Change to Committee Terms of Reference

The Council considered the report of the Manager – Democracy Services dated 5 May 2023 that sought an amendment to the Terms of Reference for both the Strategy, Growth and Planning Committee and the Community Development and Wellbeing Committee to change the regularity of the meetings from monthly to bi-monthly. It was noted that the meetings would be held on alternate months, with the Community Development and Wellbeing Committee meeting in June, and the Strategy Growth and Planning Committee meeting in July, and then bi-monthly from thereon.

That the report from the Manager Democracy Services dated 05 May 2023 concerning the Change to Committee Terms of Reference be received.

That the Terms of Reference for the Strategy, Growth and Planning Committee and the Community Development and Wellbeing Committee be amended to reflect the meeting frequency as being bi-monthly.

Crs Gilmore/Wards

**Carried** 

## 10.10 Update to Delegations of Authority

The Council considered the report of the Manager – Democracy Services dated 24 May 2023 that sought an update to the Council's Statutory Delegations Register to amend delegated authority for responsibilities, duties and powers under the Resource Management Act 1991. An update was also sought to the Council's Delegations Policy adopted in May 2022, to reflect the change in responsibilities and membership of the Executive Leadership Team.

That the report from the Manager Democracy Services dated 24 May 2023 concerning the Update to Delegations of Authority be received.

That the Council approves the following amendments to delegations of authority, and authorises the updating of the Statutory Delegations Register accordingly:

Resource Management Act 1991

Insert the following summary of function / power delegated:

Power to appoint Hearing Panel - Team Leader Planning Services

33,34,34A - Power to appoint Hearing Commissioner – Team Leader Planning Services

That the Council approves the update of Section 15 of the Delegations Policy to update the delegated role from "Group Manager – Operations" to "Group Manager – Corporate".

Crs Sutherland/Chase

Carried

## 10.11 Local Government New Zealand Conference and Annual General Meeting 2023

The Council considered the report of the Manager – Democracy Services dated 23 May 2023 that sought discussion of attendance for the 2023 Local Government New Zealand conference, and appointment of the presiding and alternate delegates to vote on behalf of the Tararua District Council at the Annual General Meeting of Local Government New Zealand.

That the report from the Manager Democracy Services dated 23 May 2023 concerning the Local Government New Zealand Conference and Annual General Meeting 2023 be received.

That Her Worship the Mayor – Mrs T H Collis, and Councillors Gilmore and Chase be registered to attend the 2023 Local Government New Zealand Conference.

That the Council, being a member of Local Government New Zealand, appoint Her Worship the Mayor - Mrs T H Collis as the presiding delegate to vote on its behalf at the 2023 Annual General Meeting of Local Government New Zealand.

That Councillor Gilmore and Councillor Chase be appointed as the alternate delegates to vote on the Council's behalf in the absence of the presiding delegate.

Crs Collis/Johns Carried

## 11. Portfolio Reports

Councillor Scott Gilmore spoke about the Kings Coronation event held in Woodville and congratulated Woodville for putting on a brilliant day and thanked

Jenny Lovett for organisation and work that made that happen. It was noted that Her Worship the Mayor would write a formal letter of thanks to Positively Woodville.

Her Worship the Mayor acknowledged the Legend of Okatia book recently published.

## 12. Mayoral Matters

## 12.1 Mayor and Councillors Report - May 2023

Her Worship the Mayor spoke about the purpose of the Mayor and Councillors report as being mainly to capture some of events that sit outside of the formal decision making process. There would be further work on its format and content, noting that the attendance lists were useful. These could possibly be formatted into a graph.

The Council discussed Te Apiti Governance group report, and the need to promote the Tararua part of the Manawatū Gorge, noting that two-thirds of the Manawatū Gorge sat within the Tararua District. There were discussions underway regarding a discovery centre being located at the Eastern end of the Manawatū Gorge.

That the Mayor and Councillors Report be received.

Crs Johns/Peeti-Webber

Carried

## 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:

Process for Appointment of Independent Chairperson - Audit and Risk Committee

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
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Process for	To protect the privacy of	<section (1)(a)(i)<="" th=""></section>
Appointment of	natural persons	
Independent		
Chairperson - Audit and		
Risk Committee		

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

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

Crs Johns/Sutherland

Carried

Cr N L Chase left the meeting at 11:47am.

The meeting went into public excluded session at 11:47am and resumed open session at 12:04pm.

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 12:04pm.

Mayor	



Minutes of the Explore Pahiatua Incorporated Society meeting held at The Bush Community Centre 98 Main Street, Pahiatua on Wednesday 7th June 2023 7pm.

#### 1. Present

1.1 Committee Members: Louise Powick (Chairperson), Raylene Treder (Secretary), Marie Kissick (Treasurer), Ali Romanos, Karolyn Donald, Ingrid De Graff and Rhys Punler

Tararua District Council Representative: No representative.

Staff from Tararua District Council - Colin Yonge - Team Leader Community and Economic Development and Kimberly Stevens - Community Development

Members of the public: Nil

#### 2. Apologies

Cr Alison Franklin

#### 3. Colin Yonge and Kimberly Stevens – Community Plan

3.1 Louise Powick welcomed Colin Yonge and Kimberley Stevens to the Explore Pahiatua meeting.

Colin Yonge and Kimberley Stevens talked to the committee about the Pahiatua community developing a community plan. The Tararua District Council has been working with Norsewood developing one for their community. Norsewood has been the pilot. Tararua District Council would like all towns to produce their own plan, the plan is to be owned by the community not the Tararua District Council and is adaptable and flexible. The plan once developed will be presented to the Council and help inform decision making for the ten-year plan. Kimberley talked about the stages of the plan to get it to a finalized state. Explore Pahiatua have projects that have been consulted on in the community and are at the stage to have a written plan. The Explore Pahiatua committee agreed unanimously to write a plan for Pahiatua, with the history, key aspects, what's important to our community and a plan in place of what the community would like to see in the town. Kimberley Stevens to send a template to the committee to start filling in and once completed forwarded to Kimberley for beautification.

#### 4. Conflicts of Interest

No conflicts declared.

- 5. Notification of Items not on the agenda
- 5.1 Paul Lea Face book post
- 6. Confirmation of Minutes

## 6.1 That the minutes of the Explore Pahiatua meeting held 3<sup>rd</sup> May 2023 (as circulated) be confirmed as a true and accurate record of the meeting.

#### Maire Kissick/Rhys Punler

Carried

#### 7. Matters Arising

#### 7.1 Explore Christmas

Cr Alison Franklin and Graeme Franklin are happy to take a leading role in organising Explore Christmas. Cr Alison Franklin has met with Dan Snedden who is also keen to be involved.

Louise Powick to co-ordinate a meeting with Cr Alison and Graeme Franklin to provide them with direction and documentation from the 2022 Explore Christmas event.

#### 7.2 Defibrillator

Defibrillator has arrived, but the case for the defibrillator isn't arriving until August. The defibrillator will be located on the outside wall of the public toilets (approval granted from Council). Once the cabinet arrives it will be installed, signage has been ordered and this will be located beside the defibrillator. The secretary will be responsible for checking each month before the committee meeting.

#### 7.3 Bush Aquatic Trust sign

Sign to be located in the New World carpark, Louise Powick is working with the designer to finalise this.

#### 7.4 Harvard Plane

No entries have been received to date for the design of a photo opportunity.

Louise Powick to send a letter to the Tararua District Council for the handing over of the Harvard Plane asset.

Discussion held over the face book posts on the Pahiatua and Districts pics old and new page. Recently there have been a lot of negative posts relating to the Harvard Plane and defamation of a poster Explore Pahiatua had posted for a competition. Ali Romanos to send Paul Lea an email explaining who the committee members are and what roles they undertake.

#### 7.5 Help n hand signage

Signs have been completed and are to be hung next week on the building.

#### 7.6 Minutes from Tararua District Council meetings

Explore Pahiatua no longer receive the monthly minutes from Tararua District Council meetings. The Explore Pahiatua committee request an email copy to be sent each month.

#### 8. Tararua District Council Report

- 8.1 Monthly report received from Cr Alison Franklin.
- 8.2 Tararua District Council PARS Strategy Final draft to be presented by the facilities manager. The Tararua District Council Play, Active Recreation and Sport Strategy will provide a recommended implementation plan to be considered during the Long-Term Plan process and alongside the Better Off Funding.

Update on Pahiatua Hillcrest School site and Dannevirke Hillcrest School site. Rangitane iwi (through Tū Mai Rā Investments working with Te Tahua o Rangitāne) are proceeding to the next step in developing housing on the settlement properties in Dannevirke (Hillcrest school), Matamau (another old school) and Pahiatua (another Hillcrest school). Together these sites have the potential for 100 new houses. The focus is on Whare for Whānau – Better Housing for Tararua. Tū Mai Rā Investments is about to apply for funding through the MHUD (Housing and Urban Development) He Taupae fund. The funding will be for all professional services to get the projects through to subdivision / building consent stages. The civil works and house construction will be subject to the findings of this first stage. The Pahiatua site is the subject of an already approved IAF funding to upgrade infrastructure downstream of the site that will enable the development. The council is currently tendering for professional services for this. The strategy at this stage is to focus on rental housing with a variety of house types and sizes – but all meeting today's high standards for housing. A letter of intent and support was provided by TMRI for the Council application for the IAF funding in 2021/22. Council has been working in collaboration with TMRI on that project as well. The application will be for up to \$750,000 so is substantial. MHUD is very supportive of it and is wanting to see the application ASAP. Final approval will all be done within 6 weeks so it's a fast-track path.

Regent Cinema Update - A meeting was held at the Regent Cinema on 28th May to discuss "where to from here" following the interim closure of the Cinema. Approximately 40 people turned up to the Meeting which has chaired initially by Derrick Sims and then taken over by the newly elected Chairman of the new Committee, Nick Perry.

No formal decisions were made at this meeting apart from the election of officers of the Committee, Chair, Secretary and Treasurer. A second meeting date was set for the new Committee to get together and start planning for the future.

#### 9. Correspondence

- 9.1 Email received from Nigel Brewin answering questions from the Annual Plan meeting held at the May meeting.
- 9.2 Tararua District Council Annual Plan Submission emailed to Council from Explore Pahiatua.
- 9.3 Email received from Kimberley Stevens and Colin Yonge requesting that they both attend the June Explore Pahiatua meeting to discuss a Community Plan.

#### 9.4 Bush Multisports discretionary grant letter sent.

That the inwards correspondence be received, and outwards be endorsed.

### Louise Powick/Ali Romanos

Carried

## 10. Financial Report

#### 10.1 Invoices to pay (20<sup>th</sup> June 2023):

KJ's Mitre 10 \$369.65 NZME \$488.75 Freedom Signs \$673.56

Mike James \$4,948.45 Connection of water tanks – To be reimbursed.

Tree removal \$2,500.00 – Carnival Park

TDC Rates \$423.36 Rates increasing to \$591.00

St John's \$3,916.27 Defibrillator

Louise Powick to help Marie Kissick pay the meeting fees for the last six months.

## 9.2 Tagged Funds

Swimming Pool Project \$30,000.00

Explore Pahiatua-Signage \$20,000.00 Reduced from \$30K

 Harvard Plane
 \$20,000.00

 Dog Park
 \$22,000.00

 Carnival
 \$985

The Explore Pahiatua Committee is to reduce the amount of funds tagged for wayfinding signage from \$30K to \$20K.

#### 9.3 That the financial report is received, and accounts approved for payment.

Louise Powick Carried

#### 10.0 Committee Membership

Discussion held about succession planning and roles of the committee. Louise Powick to write job descriptions for each role of the committee, with the intention of lightening the load of the Chairperson's responsibilities. An article and face book post to be written to inform the community of the upcoming AGM and the projects currently being undertaken.

#### 11.0 Portfolio Reports

#### 11.1 Pahiatua Business Group

- Meet the New Bush Tele Editor" and MCI event postponed due to Ingrid de Graaf being unavailable.
- Both events had extremely low response and there is a need to get out and about to promote events in person to try and attract better numbers.
- Toni Chapman at Digital Spaces has been in contacted about collaborating on a Business FUNdamentals workshop.
- Further event ideas are still in progress but need to clear backlog of postponed events first.
- PDBG member fees need to be re-invoiced at the end of June for the coming year.

#### 11.2 Explore Pahiatua Marketing

- Facebook posts, sharing other events happening in the district.
- Bush Telegraph ½ page for June to promote the community garden.
- Started compiling the business directory for the Explore Pahiatua website.

#### 11.3 Youth Centre

- JTD Building now intends to start the work for the new roof and internal guttering on 20 lune.
- In view of the delay, Explore Pahiatua will provide storage for the Youth Centre while the work is being undertaken. Ali Romanos explored getting a shipping container on site, the container would have had to come from Masterton or Palmerston North, and indicative cost would be \$600 per week plus moving costs. Going with the cheaper option to hire a storage unit in Pahiatua for \$50 per week. Ali Romanos will help move the Youth centre items to and from the storage space.

#### 11.4 Carnival Park

- Tree work was completed late May and it looks amazing.
- DOC have still not responded officially regarding the chainsaw competency but that will
  come eventually. Short staffing and priorities for DOC post Cyclone Gabrielle have meant it
  has been on the back burner.
- Carnival Park Board have declined to pay for the work completed, Explore Pahiatua agreed to pay if declined.
- Carnival Park Board have agreed in principle to commit to an annual amount for the length of the weed management plan (8 years). The exact amount is to be decided at the Carnival Park AGM in late July.
- Peter Russell is due back in July / August.

#### 11.5 **Community Garden**

- Marie Connolly-Kerapa has joined the Pahiatua Community Garden committee. Marie has taken up the responsibility for front flower and herb bed. Marie is keen to run courses on herbs and balms in conjunction with Wairarapa REAP
- Winter vegetables are being harvested by community. Mitre 10 continues to donate seedlings.
- Funding secured from Food Secure Communities Implementation fund (DIA) for rainwater collection, noticeboard and signage.
- Pahiatua School Enviro Group are helping in the garden with their first session being Friday 19<sup>th</sup> May first working session.

#### 11.6 Swimming Pool

- A meeting was held with Bryan Nicholson to discuss the Council process regarding the Long Term Plan
- Local funding contributions from The Trust Tararua, Bush Charitable Trust and Bush Rugby Park Trust have been confirmed.
- Buy A Block campaign at \$9,500. No uptake on Cull Cow scheme to date.
- Project manager required to support the Bush Aquatic Trust as per the MOU with TDC.

#### 11.7 Rotary Dog Park

- Bang it Fencing has the contract to build the surrounding fence at the dog park.
   Farmlands and Turtons have agreed to provide the gates and fencing timber at cost. David Swansson has ordered all the materials needed and will be starting in a couple of months.
- Ben Luders, Cr Alison Franklin and Raylene Treder met with Leanne Warr Bush Telegraph
  for a photo at Rotary Park to go with the article that will be placed in the paper keeping the
  community updated.
- Ben Luders met with the Tararua District Animal Control team to update the team of the progress. They have provided Ben with contacts for agility equipment. Ben will design a plan showing this equipment in the park.

#### 11.8 Road Safety Committee

Rhys Punler attended the Road safety meeting and talked about the condition of the Main Road in Pahiatua. This included the road markings and the condition of the road surface.

Rhys Punler to raise at the next meeting a concern of the Explore Pahiatua Committee about the lack of progress being made to have a pedestrian crossing outside Mills Bros in Pahiatua for the safety of Pahiatua children. This was first raised in 2021 at the time of the Main Street upgrade.

## 11.9 Explore Christmas

Discussed in matters arising.

#### 12.0 General Business

None

Meeting Closed at 9.40pm
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Chairperson			



## **Eketāhuna Community Board**

Minutes of a meeting of the Eketāhuna Community Board held in the Eketāhuna War Memorial Hall, corner of Jones Street and State Highway 2, Eketāhuna on Monday 12 June 2023 commencing at 10.00am.

#### 1. Present

Board Members: S C McGhie (Chairperson), T M Carew, E E Chase, and Crs S M Gilmore and M F Long

#### In Attendance

Mrs A Small - Group Manager – Strategy and Community Wellbeing

Mr T McAlevey - Water and Wastewater Operations Manager

Mrs A Dunn – Manager – Democracy Services

## 2. Apologies

That the apology from Board Member Larissa Barclay be approved and leave of absence granted for the meeting.

Chase/Gilmore Carried

## 3. Public Forum

There were no requests to speak in public forum.

## 4. Declarations of interest

Board Member Terry Carew – Public excluded item Nominations for Alf Rowden Humanitarian Award

Board Member Everlyne Chase – Public excluded item Nominations for Alf Rowden Humanitarian Award

## 5. Notification of Items Not on the Agenda

Nil

TARARUA DISTRICT COUNCIL

#### 6. Confirmation of Minutes

That the minutes of the Eketāhuna Community Board meeting held on 8 May 2023 (as circulated) be confirmed as a true and accurate record of the meeting.

Long/Chase Carried

## 7. Reports

#### 7.1 Consideration of Applications to the General Assistance Grants Fund 2023

The Community Board considered the report of the Manager – Democracy Services dated 30 May 2023 that presented applications for funding from the General Assistance Grants Fund for consideration by the Board. It was noted that Council officers would be discussing options with the Golf Club for accessing external funding to put in water tanks to supply water for irrigation.

That the report from the Manager Democracy Services dated 30 May 2023 concerning the Consideration of Applications to the General Assistance Grants Fund 2023 be received.

That the Eketāhuna Community Board make the following grant from its General Assistance Grants Fund:

Eketāhuna Golf Club, \$1,000.00 towards the cost of the Golf Club's water rates noting that the Board encourages the Golf Club to install water tanks to supply water for irrigation, and advises that future applications for funding to offset the cost of water rate charges would not be considered.

Carew/Chase Carried

That the Eketāhuna Community Board make the following grant from its General Assistance Grants Fund:

Eketāhuna Lawn Tennis Club, \$400.21 towards the insurance costs for the Eketāhuna Multisport Turf and Pavilion.

Long/Gilmore Carried

That the Eketāhuna Community Board make the following grant from its General Assistance Grants Fund:

Eketāhuna and Districts Early Settlers Museum, \$989.00 towards the cost of establishing a Community Forest Garden.

Gilmore/Long Carried

## 7.2 Management Update Report

The Community Board considered the report of the Manager – Democracy Services dated 30 May 2023 that provided an update to the Board on key activities and items of interest as reported to the meeting of the Infrastructure, Climate Change and Emergency management Committee meeting on 17 May 2023, and to the meeting of the Community Development and Wellbeing Committee on 6 June 2023. The Board discussed the condition of the headstones in the old section of the RSA cemetery, however noted that maintenance of headstones was the responsibility of the families. Repairs could be considered as a community initiative, for example through the New Zealand Remembrance Army.

That the report from the Manager Democracy Services dated 30 May 2023 concerning the Management Update Report be received.

Carew/Long Carried

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

**Eketāhuna Our Town** – Board Member Carew reported on the recent meeting of the committee, and projects being undertaken. These included lights that had been donated for the town, the project for designing an Eketāhuna flag, discussions regarding proposed windfarm and potential for installing a cycle and walking track.

Road Safety Meeting – Chairperson McGhie reported on attendance at the recent Road Safety Meeting held in Dannevirke. He noted that the road to zero funding from central government had mostly been expended, funding had been provided from Waka Kotahi towards roading damage from Cyclone Gabrielle, as well as additional engineering assistance. He spoke about a portable speed sign to be installed on Alfredton Road. Clarification was sought as to whether the sign was owned by the Council or Waka Kotahi.

#### 9. Correspondence

Nil

## 10. Discussion Items

**Eketāhuna Water Supply** – Council's Water and Wastewater Operations Manager provided an account of the cause of the recent water supply interruptions that had been experienced in Eketāhuna, and steps being taken to prevent similar occurrences in the future. The importance of having prompt and effective communications was stressed, and the Water and Wastewater Operations Manager undertook to keep Board members informed of progress with changes being made. It was asked that the matter be included in the agenda for the next

Eketāhuna Community Board meeting for a progress update.

**Skating Rink Community Survey Update** – to be put on agenda for next meeting.

## 11. Chairperson's Remarks

Chairperson McGhie noted congratulations for Anna Christenson, who was awarded a Gold Star for 25 years' service with the Volunteer Fire Brigade.

Congratulations were also noted for the Braddick family, who were competing in the Shearing Championships being held in Scotland.

## 12. Items not on the Agenda

Nil

Board Members Terry Carew and Everlyne Chase, having declared an interest in the public excluded item of business, left the meeting at 10:55am

#### 13. Public Excluded Items of Business

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

Nominations for Alf Rowden Humanitarian Award

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
Nominations for Alf Rowden Humanitarian Award	To protect the privacy of natural persons	<section (1)(a)(i)<="" td=""></section>

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.

Gilmore/Long Carried

The meeting went into public excluded session at 10:55am and resumed open session at 11:02am.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 11:02am.

Chairperson



## **Dannevirke Community Board**

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 26 Gordon Street, Dannevirke on Monday 19 June 2023 commencing at 9.00am.

#### 1. Present

Board Members: P F Walshe (Chairperson), T J Hynes (Deputy Chairperson), E J Christison, R T Wallace; and Cr S M Wards (attending remotely).

#### In Attendance

Her Worship the Mayor T H Collis

Mrs A Small - Group Manager – Strategy and Community Wellbeing

Mrs J McKenzie - Manager – Facilities

Mr M Erard - Manager - Tararua Alliance

Mr A Desmond - Contract Manager – Tararua Alliance

Mrs A Dunn – Manager – Democracy Services (attending remotely)

#### 2. Apologies

That the apology from Cr E Peeti-Webber be approved and leave of absence granted for the meeting.

Christison/Wallace Carried

## 3. Public Forum – Chris Southgate

Mr Chris Southgate, Chairperson of the Dannevirke Community Walkway Committee, spoke about the recent completion of the Dannevirke Community Walkway. He noted the project had commenced in 2014, and was a joint project of Dannevirke Rotary, the Lions Club of Dannevirke, and the Dannevirke Community Board with generous funding from the Monty Fairbrother Trust, Eastern and Central Community Trust, Pub Charities, the Tri Club as well as both Dannevirke Rotary Club and the Lions Club of Dannevirke. He thanked the Dannevirke Community Board for their involvement in the project, noting especially Board Member Christison who had worked on the project at no charge to start with, and recently on contract, and Board Member Hynes for bringing the project to fruition over the years. He spoke about the impact of increasing

TARARUA DISTRICT COUNCIL

regulations on the ability for volunteers to work on Council assets. In closing he noted the undertaking by the Council to maintain the walkway once completed.

Chairperson Walshe noted the high use that the community was making of the walkway and thanked Board Members Christison and Hynes for their work on the walkway over the years.

## 4. Notification of Items Not on the Agenda

Board Member Hynes – Spring Festival

#### 5. Confirmation of Minutes

That the minutes of the Dannevirke Community Board meeting held on 15 May 2023 (as circulated) be confirmed as a true and accurate record of the meeting.

Hynes/Walshe Carried

#### 6. Tararua District Council Report

## 6.1 Tararua District Council Report

That the minutes of the Tararua District Council meeting held 31 May 2023 be received.

Wallace/Christison Carried

## 7. Reports

## 7.1 Application - General Assistance Grants Fund - Norsewood Pioneer Museum

The Dannevirke Community Board considered the report of the Manager – Democracy Services dated 12 June 2023 that presented an application for funding from the Norsewood Pioneer Museum for consideration.

That the report from the Manager Democracy Services dated 12 June 2023 concerning the Application - General Assistance Grants Fund - Norsewood Pioneer Museum be received.

That the Dannevirke Community Board makes a grant of \$1,000.00 to Norsewood Pioneer Museum as a contribution towards the costs of installing security cameras.

Hynes/Christison Carried

#### 7.2 Wackrow Memorial Youth Award 2023

Page 2

The Dannevirke Community Board considered the report of the Manager – Democracy Services dated 12 June 2023 that sought consideration of the timeframe and arrangements for the annual Wackrow Memorial Youth Award for 2023. In discussion the Board noted that Deputy Chairperson Terry Hynes would take the lead on this project.

That the report from the Manager Democracy Services dated 12 June 2023 concerning the Wackrow Memorial Youth Award 2023 be received.

That the Dannevirke Community Board call for nominations for the Wackrow Memorial Youth Award for 2023 with nominations opening 1 July 2023 and closing 31 July 2023.

That the Dannevirke Community Board consider the membership of the Judging Panel and a Guest Speaker for the Awards ceremony for decision at the next meeting of the Board.

That the Wackrow Memorial Youth Award ceremony be held in late August 2023, with the date and venue to be determined by the Dannevirke Community Board.

Christison/Wallace

Carried

## 7.3 Management Report

The Dannevirke Community Board considered the report of the Manager – Democracy Services dated 12 June 2023 that provided an update to the Board on key activities and items of interest as reported to the meeting of the Infrastructure, Climate Change and Emergency Management Committee on 17 May 2023, and to the meeting of the Community Development and Wellbeing Committee on 6 June 2023

That the report from the Manager Democracy Services dated 12 June 2023 concerning the Management Report be received.

Wallace/Walshe Carried

## 7.4 Update on the Tararua District Recovery Programme - Cyclone Gabrielle

The Dannevirke Community Board considered the report of the Manager – Democracy Services dated 13 June 2023 that provided a progress report on the Tararua District Cyclone Gabrielle Recovery Programme. The Manager – Tararua Alliance, and the Contract Manager – Tararua Alliance, spoke to this report. They outlined the funding received from Waka Kotahi of \$10 million, that was provided to deal with the initial response to the damage caused to the roading network by Cyclone Gabrielle, including making sites safe and commencing engineering work. The spoke about the additional funding of \$26 million that had been applied for to deal with the remainder of the initial response. They spoke about the number of drop outs that had been caused on the roading network by the nine storm

Meeting of the Dannevirke Community Board - 19 June 2023

Page 3

events experienced over the past year, and the scale of work that was being worked through. They spoke about the work being done to advocate for more funding from Waka Kotahi, and noted that twenty contractors were working on the roading network currently. Mayor Tracey Collis spoke about the conversations she had been having with the Minister to advocate for funding in light of the district's deprivation level and inability of the district to fund the scale of work required.

With regard to Otanga Road, the Manager – Tararua Alliance spoke about the history of the damaged culvert, its under-capacity for the stream it was in, and changes to central government regulations that now meant that it was required to be double its current size. He outlined the resource consent requirements that now applied and that a report had been commissioned from engineers on options for repair for the culvert. He spoke about the geotechnical testing and engineering required to restore the level of service for the culvert. The road was closed to traffic in the meantime, however people had been removing the barriers and accessing the closed road with four-wheel drive vehicles. The options were to open the road with risk of the culvert collapsing or to close the road until a decision could be made on the way forward for repair and reopening. It was noted this would be determined by the level of funding provided by Waka Kotahi.

A concern raised about the additional cost to users to bypass the road was noted.

In response to a concern raised about the status of the drop out on Riverdale Road in Dannevirke, the Contracts Manager – Tararua Alliance undertook to report back to the Board on that matter.

In response to a question about the status of the maintenance of the Victoria Avenue / Queen Street Roundabout in Dannevirke, it was noted that although originally programmed for completion in March 2023, the works were delayed due to Cyclone Gabrielle and were now programmed for completion in November / December 2023.

It was noted that consultation on speed management zones around schools would be undertaken, for completion by June 2024, and the Board's assistance in promoting the consultation and encouraging people to give their feedback would be appreciated.

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

A document was tabled by Board Member Christison, the document's status was strictly private and confidential, therefore omitted from the meetings records.

**Dannevirke Community Trust** – Board Member Hynes noted that a new hybrid vehicle for the community had been ordered.

**Chamber of Commerce** – Board Member Hynes reported on the recent After

Fives event held for members at the Black Stump, the guest speakers they had at the event, and the programme of events for the rest of the year. He noted the Chamber's AGM was scheduled for 21 August 2023. He noted the planning that was underway for the 2023 Christmas Parade on 2 December 2023. He circulated copies of a poster "Pride in our Town" that was proposed to be distributed on behalf of the Dannevirke Community Board and the Dannevirke Chamber of Commerce to businesses in the Dannevirke Town Centre to encourage them to keep their shop frontages clean and tidy.

In response to a question regarding the budget and responsibility for cleaning of the town centre, it was asked that the Manager – Tararua Alliance provide a report to the next meeting of the Board on the level of service being provided for cleaning of the Dannevirke Town Centre.

**Customer Request Management System** – Board Members Wallace and Christison expressed concern about the number of CRMs they had lodged, but did not receive responses to. It was noted that a report on CRMs received each month was circulated to the Mayor and Councillors, and it was suggested that this report also be sent to the Dannevirke Community Board members.

That members of the Dannevirke Community Board be included in the monthly Customer Request Management report distribution list.

Wallace/Christison Carried

**Dannevirke Brass Band** – Board Member Wallace reported that the Brass Band had not held a meeting in the past two months. He spoke about the maintenance of the Brass Band building that was the responsibility of the Council, and noted that a bannister on the stairway to the building required replacing. He asked that this be addressed.

**Dannevirke Information Centre** – Board Member Wallace noted that the Information Centre was pleased to have a photocopier provided by the Council.

Road Safety Committee meeting held May 2023 - Chairperson Walshe reported on the recent meeting of the Road Safety Committee, advising that the Tararua Alliance reported to the committee that 2,900 faults had been identified in the roading network from Cyclone Gabrielle. The committee received a report on the number of road crashes in the district since 2018, and discussed provision of zebra crossings. He noted the speed reductions work being undertaken. The committee also received a report from Horizons Regional Council on an exercise undertaken to check child restraints in vehicles and the concern that 71% of child restraints were not fitted correctly. He reported that the location of the two vehicle speed signs in the district was discussed, noting that four requests had been received for using the signs. It was advised that the location of the vehicle speed signs was rotated on a three monthly basis, with one of the signs being agreed to be located in Alfredton Road, Eketāhuna, in the next rotation. The other sign was located Millers Road, Dannevirke. Rawhiti Street in Dannevirke was on the list for a sign to be located in a later rotation. It was noted that Event Signs had been made available for use at Coronation Park when events were held there, and that these were located with the flags. It was noted that the request

for speed management in Easton Street Dannevirke had been discussed, and a speed limit reduction and installation of traffic calming for that road was being proposed. Board Member Hynes asked that a speed limited reduction be considered for Adelaide Road, due to the location of the walkway on that road.

That an additional vehicle speed sign be purchased for use on Dannevirke roads.

Wallace/Christison Carried

Mayor Tracey Collis left the meeting at 10:16am.

#### 9. Correspondence

There was no correspondence for consideration.

#### 10. Discussion Items

**Time Capsule** – Chairperson Walshe noted the plaque for the new time capsule had been received.

**Footpaths** – Board member Wallace noted the concerns raised with him regarding footpath maintenance, however most appeared to relate to vehicle entrance crossings. The Chairperson asked that members note the location of footpaths when concerns were raised with them so that they could look at the location to see the matter being reported.

Staff turnover – Board member Wallace sought information on the level of staff turnover and any reasons identified. Councillor Wards noted that the Council regularly had time with the Chief Executive to discuss matters such as this. She noted the internal programmes in place at Council to support staff. Chairperson Walshe asked whether the photographs of staff on the Council website could be updated to show more than the Executive Leadership team. The Group Manager – Strategy and Community Wellbeing undertook to report back to the Board on what could be provided in the way of communicating information about the people that work at Council and their roles.

#### 11. Chairman's Remarks

**Submission to Annual Plan consultation** – Chairperson Walshe reported on the attendance by himself and Board Members Hynes and Wallace at the recently held hearing of submissions to the Annual Plan process.

## 12. Items not on the Agenda

**Spring Festival** – Chairperson Walshe noted that a list of events was being prepared and asked that members advise of any events they were of aware of

Page 6

Meeting of the Dannevirke Community Board – 19 June 2023

that could be included.

**Proceeds from Anzac Day Concert 2023** – it was noted that a profit of \$97.00 was made from the Anzac Day Concert and members discussed donating this to the Dannevirke RSA for distribution.

That the \$97.00 profit from the Anzac Day Concert 2023 be donated to the Dannevirke RSA for distribution.

Wallace/Hynes Carried

**Phil Lamason Memorial** – Board member Hynes gave an update on progress, noting that a geotechnical report of the site had been completed, fundraising was underway and a design being drafted. He noted that the aim was to have the memorial in place by Anzac Day 2025.

There being no further business the Chairperson thanked those present for their attendance
and contributions, and declared the meeting closed at 10:27am.

Chairperson	



## Report

Date : 23 June 2023

To : Mayor and Councillors

Tararua District Council

From : Raj Suppiah

Group Manager - Corporate

Subject : Adoption of Annual Plan 2023-24 and Schedule of Fees and

Charges

Item No : 11.1

#### 1. Recommendation

- 1.1 That the report from the Group Manager Corporate dated 15 June 2023 concerning the Adoption of Annual Plan 2023-24 and Schedule of Fees and Charges be received.
- 1.2 That in accordance with Section 100 of the Local Government Act 2002, the Tararua District Council adopts an unbalanced budget for Annual Plan 2023-24; considering achieving and maintaining level of service provision, maintenance of assets and facilities and the equitable allocation of funding the provision and maintenance of assets and facilities, when setting the unbalanced budget.
- 1.3 That in accordance with Section 95 of the Local Government Act 2002, the Tararua District Council adopts the Annual Plan 2023-24 and the Schedule of Fees and Charges for the 2023-24 financial year.
- 1.4 That the Chief Executive be authorised to approve any final edits required to the Annual Plan required to finalise the documents.

## 2. Reason for the Report

2.1 To adopt the Annual Plan 2023/24, being year three of the 2021/31 Long Term Plan and the Schedule of Fees and Charges required by Section 95 of the Local Government Act 2002.

2.2 To confirm the final average rates increase for the 2023/24 year of 13.17%.

## 3. Background

- 3.1 Council must prepare an Annual Plan for each financial year as required by Section 95 of the Local Government Act 2002.
- 3.2 The Annual Plan is defined by Sections 95(5) and (6) of the Local Government Act 2002 and requires that Council present an account of significant changes from the Long Term Plan for the year in which the Annual Plan is being developed and include all relevant financial and funding impact statements for the year in which the Annual Plan is being prepared. The Act also states that clear reference needs to be made to the relevant parts of the Long Term Plan.
- 3.3 Council held a series of workshops from November 2022 to April 2023 to determine the service levels, capital programme, fees and charges, activity expenditure and rates requirement for the Consultation Document and Supporting Information for the Annual Plan 2023/24.

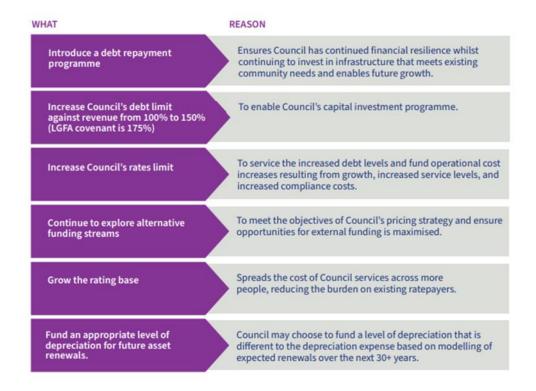
## 4. Consultation with the Community

- 4.1 Council had proposed an average rates increase of 13.18% which is higher than that proposed in the Long-term Plan. This increase is driven by increases to our interest payments on our debt, high inflation which is pushing up the price of goods and services, disruptions in the supply chain, and the ongoing increase in compliance and regulations that Local Government must keep up with.
- 4.2 Council prepared a Consultation Document and supporting information to consult with the community as the rates increase proposed is significantly higher than the rates limits set in the Financial Strategy.
- During the consultation period, the Council provided a range of opportunities for people to have their say. These included community meetings, online feedback forms, publication of feedback forms in the Bush Telegraph newspaper, and feedback forms distributed with the consultation document.
- 4.4 The following is a summary of the engagement events attended by the Council:
  - 1 May Pongaroa Way to Go
  - 3 May Ngati Kahungunu
  - 3 May Explore Pahiatua
  - 8 May Dannevirke Residents and Ratepayers
  - 15 May Positively Woodville
  - 16 May Annual Plan Facebook Live

- 18 May Eketāhuna Community
- 4.5 Council adopted the Consultation and Supporting Information for the Annual Plan 2023/24, being year three of the 2021/31 Long-term Plan on 26<sup>th</sup> April 2023.
- 4.6 The formal consultation period on the draft Annual Plan 2023-24 then took place from 27 April 2023 to 19 May 2023.
- 4.7 A total of 136 formal submissions were received.
- 4.8 Of the 136 submissions, 18 submitters asked to present their views to Council in person at the Finance and Performance Committee on 7<sup>th</sup> June 2023. One submitter made arrangements to present their views during the public forum time at the Community Development and Wellbeing Committee meeting on 6 June 2023, one submitter was no longer available to attend the 7 June 2023 hearing so withdrew their request to speak, ten submitters presented their views in person at the hearing and two submitters that booked time at the hearing did not attend. There were some submitters that indicated they wished to speak at the hearing but did not respond to messages to arrange a time for them.

#### 5. Financial Strategy Key Issues

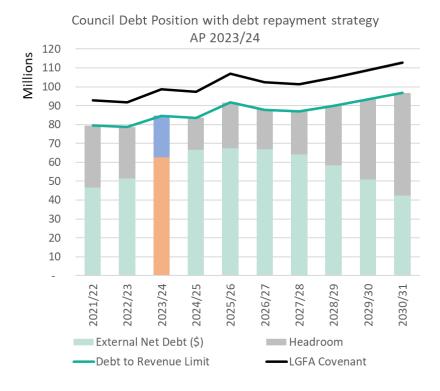
5.1 The 2021/31 Financial Strategy highlighted the issues facing the Council and its response to these issues over the course of the Long Term Plan (LTP) are as follows:



5.2 **Introduce a debt repayment programme** – in the LTP, Council had indicated that it will include in its rates limits 2% accelerated debt repayment.

- 5.2.1 External debt repayment is provided from depreciation reserve funding (used to fund the replacement of long-term assets). Council's infrastructure is ageing, and planned renewals are increasing, meaning that there is no longer sufficient surplus cash to repay external debt.
- 5.2.2 In this Annual Plan, Council is planning to continue a high level of capital investment in infrastructure and community facilities.
- 5.2.3 However, with the proposed rates increase significantly higher than that signalled in the LTP, this meant Council had to find options to reduce the proposed rates to 13.18% for the Annual Plan.
- 5.2.4 One of the options taken is to reduce the accelerated debt repayment from 2% to 1% with the intention to catch up in the following years of the LTP. The following graphs (LTP followed by the Annual Plan) show the impact of this decision as forecast in the LTP and in the Annual Plan.

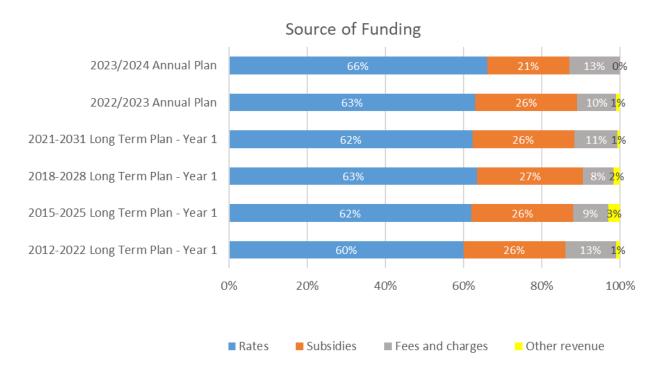




#### 5.3 Increase Council's debt limit - already in place

- 5.4 Increase Council's rates limit at the final rates increase of 13.17% the rates increase is significantly higher than the LTP resulting from rising operating costs through inflation and regulatory compliance requirements and Council's priorities in this Annual Plan namely compliance, renewing ageing assets, infrastructure investment in response to growth and building resilience.
- 5.5 **Continue to explore alternative funding streams** Since 2012, funding from rates has increased from 60% to 63%. Council has put a greater focus on alternative funding sources in the LTP to reduce the financial burden on ratepayers.
- 5.5.1 After a period that resulted in funding from fees and charges dropping from 13% in 2012 to 9% of total revenue, Council adopted a pricing strategy in 2015. This provided a framework for decision making when setting fees and charges.
- 5.5.2 Fees and charges for activities that provide a benefit to a direct user have been increased in this Annual Plan to reflect the cost of providing the service. The key changes are:
  - Refuse disposal to continue full cost recovery accounting for the increase in carbon and waste levies and rising disposal costs - \$713,000
  - Trade waste increased by \$20,000
  - Increased regulatory services fees, mainly Building Services, to reflect both increased demand for services and increased costs to deliver the levels of service - \$197,000

5.5.3 The table below highlights the effect of these changes on the mix of Council's funding sources excluding one off 100% subsidy projects:



5.5.4 Council has secured a number of one-off funding streams to support the delivery of infrastructure and other services. This includes:

Description	Amount	Years
Infrastructure Acceleration Fund funding for the 3 Waters development of Hillcrest	\$880,000	2023/24
Affordable Water Reform transition funding	\$399,000	2023/24
Better Off Funding across a range of projects	\$3,800,000	2023/24 & 2024/25
Waka Kotahi funding for Woodville footpaths	\$2,000,000	2023/24

Affordability – Council worked through the impact of rate increases and the affordability to our community especially those on fixed incomes. The reduction of funded depreciation is due to Council recognising the impact a 16.72% rate rise would have on the community.

- 5.6.1 Council will continue to promote and support rate payers to apply for the Rates Rebate plus discussions about the ability to pay via direct debit to smooth out payments.
- 5.7 **Grow the rating base** Council continues to see modest growth in its rating base of an estimated 155 new assessments as of May 2023 (compared to the forecast of 70 for year three in the LTP).
- 5.8 Fund an appropriate level of depreciation for future asset renewals Council has reduced the level of funding of depreciation based on the affordability of the rates increase. To ensure that this does not impact future generations, Council is committed to adding this to rates for the next 10 years to fund the reduction.

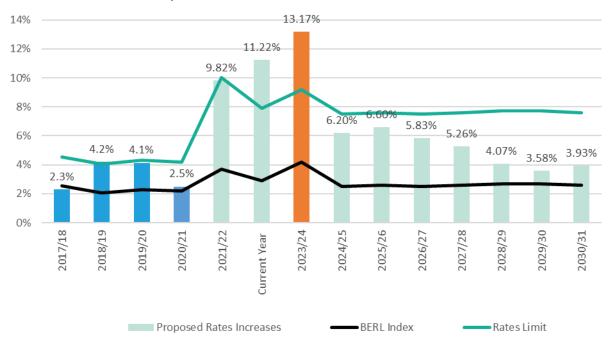
Activities	Reduction in Funding
Transportation	\$400,000
Community Buildings	\$451,142
3 Waters	\$554,319
Total	\$1,405,461

#### 6. Key changes between the Annual Plan and the Long Term Plan

#### 6.1 Rates Increase

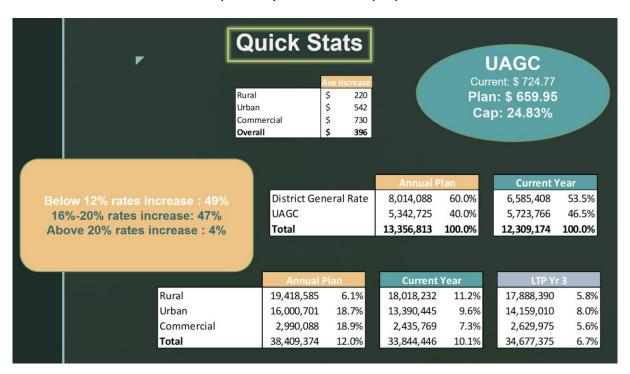
The overall the rates increase for 2023/24 Annual Plan is 13.17%. The planned rates increases are higher than the 6.7% increase forecast for Year 3 of Long Term Plan and exceeds the rates limit of 7.5% set in the Financial Strategy and the current year's limit of BERL +3% + 2% of 9.7%.

#### Proposed Rates Increase



#### 6.2 Rates Distribution

6.2.1 Management has prepared a rates analysis to show the comparison between the impact of the rates increase on the different sectors between the current year and the Annual Plan. This shows the impacts of the increases in the activities of Water and Wastewater that primarily effects urban properties.



6.2.2 The comparison of the rates distribution compared to the current year shows the variation across the sectors and ranges of rates increases.

#### **Annual Plan Rates Changes Graphs**

#### Sector Rate Distribution (pages 86 & 87 of the Annual Plan)

The rates requirement for the sectors in the first three years of the Long Term Plan compared to the 2023/24 Annual Plan is as follows:

		,	Annual Plan 2022/23
Sector	Rates by sector	\$ change from prior year	% change from prior year
Rural	18,018,232	2,276,432	12.63%
Urban	13,390,445	1,291,852	9.65%
Industrial/Commercial	2,435,769	144,997	5.95%
Total rates requirement	33,844,446	3,713,281	10.97%

Annual Plan 2023/24		Long Term Plan Year 3 - 2023/24		
\$ change from % change from prior year prior year	Rates by sector	% change from prior year	\$ change from prior year	Rates by sector
1,400,353 7.77%	19,418,585	5.82%	983,144	17,888,390
2,610,256 19.49%	16,000,701	8.04%	1,054,033	14,159,010
554,319 22.76%	2,990,088	5.6%	139,400	2,629,975

38,409,374

4,564,928

The difference between the 13.49% above and the over rates increase of 13.17% is due to the reduction in the estimated metered water rates expected for 2023/24 compared with 2022/23. As metered water rates is not part of the sector rates, the percentage change is different.

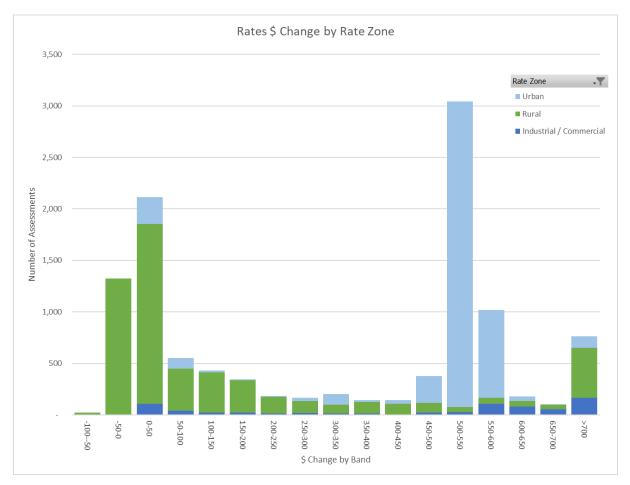
6.7%

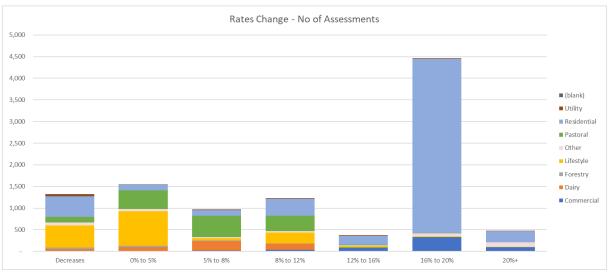
6.2.3 The following bar graphs are for the 2023/24 Annual Plan.

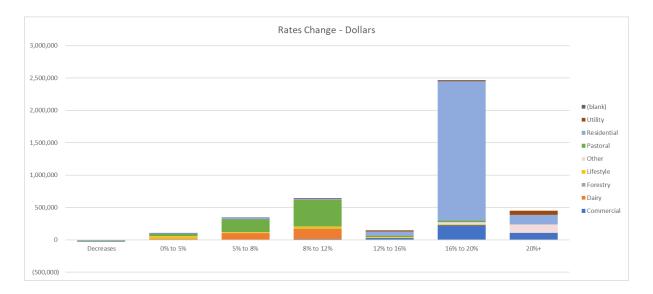
2,176,577

34,677,375

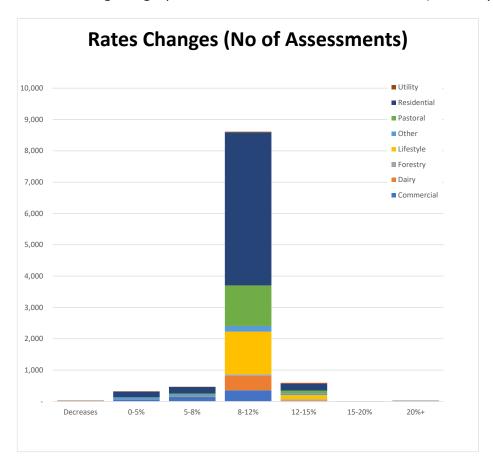
13.49%

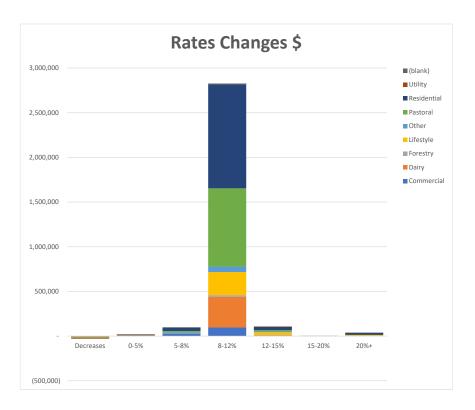






6.2.4 The following bar graphs are for the 2022/23 Annual Plan (current year).





#### 6.3 **Debt repayment**

6.3.1 As noted in paras 5.2 above.

#### 6.4 **Capital Programme**

6.4.1 Total capital expenditure is \$27.1M compared to \$22.1 M in Year 3 of the LTP. Below is the summary of the capital projects by Group of Activities

	Annual Plan 2023/24 \$000s	Long Term Plan 2023/24 \$000s	Variance \$000s
Summary of Capital Projects by Group of Activities			
Building Communities & Leadership	77	74	3
Community & Recreation Facilities	2,643	2,428	215
District	1,214	1,277	(63)
District Promotion & Economic Development	124	380	(256)
Regulatory Services	78	34	44
Roading & Footpaths	51	8,412	(8,361)
Solid Waste Management	1,041	187	854
Stormwater Drainage	9,937	372	9,565
Wastewater	9,294	5,620	3,674
Water Supplies	2,505	3,364	(859)
Total	26,963	22,148	4,815

#### 6.5 **Operational Expenditure**

This has increased by \$6.0m from Year 3 in the LTP and by \$6.8m from the current year (2022/23). This increase is driven by high inflation which is pushing up the price of goods and services, disruptions in the supply chain, and the ongoing increase in compliance and regulations that Local Government must keep up with. The largest increases are across Solid Waste, Wastewater and Water.

Group of Activities	Current Year \$000s	2023/24 \$000s	Variance \$000s
Solid Waste	2,714	4,316	1,602
Water	2193	3,147	954
Wastewater	2053	2,839	786

#### 6.7 **Personnel cost**

6.8 Personnel cost has increased by \$544K compared to current year. The increase is due to anticipated market movements.

# 7. Key changes between the proposed Annual Plan and Annual Plan for Adoption

- 7.1 The fees and charges for Refuse Disposal have been reviewed and reduced based on feedback from the community and commercial users. Additional savings were also identified in Solid Waste. This had an overall impact of increasing the rates requirement by \$252k.
- 7.2 An error of \$345k was identified where the revenue for Solid Waste Refuse Disposal was included in the budgets at the GST inclusive value rather than GST exclusive.
- 7.3 Following an additional review of the Capital Expenditure, a number of capital projects were deferred to the Long Term Plan for review of both timing and requirements. The overall capital expenditure programme reduced by \$8.3m primarily in Water, Wastewater and Community Buildings. This, along with the other changes, resulted in a reduction of Finance costs of \$139K.
- 7.4 Other minor operational changes, including the inclusion of the Eketāhuna Library and Service Centre Detailed Seismic Assessment for \$39k and capitalisation of staff salaries increasing by \$32k, that were identified following the budget completion for the consultation document.
- 7.5 The above changes required an additional \$370k to be added to the unfunding of depreciation to bring the rates increase to 13.17%

#### 8. Financial Strategy Limits and Revenue and Financing Compliance

#### 8.1 Financial Prudence Benchmarks

The table below displays Council's planned limit as per the Annual Plan 2023/24 against its Quantified Maximum limits set in the Financial Strategy.

	Quantified		
Benchmark	Maximum Limit	Planned Limit	Met
Rates affordability benchmark			
- Increases	9.20%	13.17%	No
Debt Affordability:			
Net Debt as a percentage of total revenue	<150	100%	Yes
Net interest as a percentage of total revenue	<7%	4.2%	Yes
Net interest as a percentage of annual rates			
income (debt secured under debenture)	<10%	7.1%	Yes
Liquidity (External term debt + committed			
Ioan facilities + available liquid investments			
to existing external debt)	>110%	121.9%	Yes
Balanced Budget Benchmark	>100%	98%	No
Essential Services Benchmark	>100%	169%	Yes
Debt Servicing Benchmark	<10%	4.27%	Yes

- 8.3 The rates increase of 13.17% exceeds the maximum limit of 9.2%.
- 8.4 Council complies with all debt limits set in the Financial Strategy. The debt limit with the least headroom is liquidity. However, this was expected in the Financial Strategy. If an unplanned event were to occur (such as a major earthquake) Council has options to increase its liquidity either through a larger standby loan facility, or re-prioritising planned projects if required.
- 8.5 Council has also set lower benchmark limits than LGFA (Local Government Funding Agency) covenants. The LGFA limit for net debt as a percentage of total revenue is <170% compared to Council's limit of <150%. This allows for future headroom and also ensures the cost of debt is maintained at an affordable level to ratepayers.
- 8.6 See the discussion on the Balanced Budget benchmark in section 10.

#### 9. Revenue and Financing Policy

9.1 Council has set funding limits by way of the Revenue and Financing Policy in the 2021/31 Long Term Plan. Where Council does not comply with these limits, it must formally approve those that fall outside the policy limits. Those not complying are highlighted in the table below:

		Rates	Rates	Rates	Reason
		Revenue %	Minimum	Maximum	
			Funding	Funding	
Building Communities & Leadership	Local Government Reform	-26%	0%	0%	3 Water Reform funding to cover staff wages
Building Communities & Leadership	Representation	91%	100%	100%	Better Off Funding
Community & Recreation Facilities	Cemeteries	65%	50%	60%	Bringing fees for internments to actual costs.
Community & Recreation Facilities	Parks & Reserves	62%	85%	95%	Better Off Funding
Regulatory Services	Animal Control	27%	15%	25%	Reduction in expected infringement revenue
Regulatory Services	Resource Management	39%	70%	80%	District Plan Review being loan funded over 10 years
Roading & Footpaths	Footpaths	26%	30%	40%	Transport Choices Funding for Woodville Footpaths
Stormwater Drainage	Stormwater Drainage	50%	100%	100%	Infrastructure Acceleration Fund funding for Hillcrest
Water Supplies	Water Supplies	94%	70%	80%	Water metered rates now a rate not Fees and Charges

#### 9.2 The reasons and required action are noted in the table below.

Activity	Reason
Cemeteries	The internment fees have been bought into line with the costs. Along with this the costs of service delivery have increased.
	Action Required: This will require Council to revisit the Revenue and Financing Policy limits in the 2024/34 LTP.
Animal Control	The infringement fees have been reduced to show actual expected income.
	Action Required: This will require Council to revisit the Revenue and Financing Policy limits in the 2024/34 LTP.

#### 10. Balanced Budget Requirement

- 10.1 Section 100(2) of the LGA allows for Council to set projected operating revenue at a different level from operating expenses if the local authority resolves that it is financially prudent to do so.
- 10.2 Council is required to take into account achieving and maintaining level of service provision, maintenance of assets and facilities and the equitable allocation of funding the provision and maintenance of assets and facilities, when setting an unbalanced budget.
- 10.3 The unbalanced budget for 2023/24 is primarily due to increasing the unfunding of depreciation as signalled in the Consultation Document based on the affordability

of a rates increase of 16.72%. Council has proposed that the additional unfunding of depreciation be recovered over the following 10 years to ensure that the requirement to pay for the depreciation is not transferred to future generations.

#### 11. Significance Assessment

- 11.1 The proposed changes recommended triggered the Council's Significance and Engagement Policy under the criteria: "The degree to which the issue / decision has a new financial impact on Council or the rating levels of its communities"
- 11.2 Council consulted with the community on the proposed rates increase detailing the underlying drivers as per Section 4 of this report.

#### 12. Conclusion

12.1 The Annual Plan including the Fees and Charges Schedule for the Annual Plan 2023/24 are recommended to the Council for adoption.

#### **Attachments**

Nil.



## **Report**

Date : 23 June 2023

To : Mayor and Councillors

Tararua District Council

From : Eleanor Roberts

Revenue Manager

Subject : Rates Resolution for the 2023-24 Financial Year

Item No : **11.2** 

#### 1. Recommendations

- 1.1 That the report from the Revenue Manager dated 15 June 2023 concerning the Rates Resolution for the 2023-24 Financial Year be received.
- 1.2 That the resolution to set the rates for the 2023/24 year as detailed below be adopted.
- 1.3 Setting the Rates for the 2023/24 Financial Year

That the Tararua District Council resolves to set the rates under Section 23 of the Local Government (Rating) Act 2002, the due dates for payment under Section 24 of the Local Government (Rating) Act 2002 and authorise the addition of penalties for unpaid rates under Section 57 of the Local Government (Rating) Act 2002 for the year commencing on 1 July 2023 and ending on 30 June 2024 as follows:

#### Please note:

- All references to sections are to sections of the Local Government (Rating)
   Act 2002.
- All amounts stated are GST inclusive.
- 1.4 General Rate
- 1.4.1 Pursuant to Sections 13(2)(a) and 14, a general rate in the dollar of \$0.00201434 of land value per rating unit in the district.
- 1.5 Uniform Annual General Charge

Pursuant to Section 15(1)(a), a uniform annual general charge as a fixed amount of \$659.95 per rating unit in the district.

1.6 Libraries and Swimming Pools

Pursuant to Sections 16(3)(a) and 16(4)(a), a targeted rate as a fixed amount of \$307.07 per rating unit in the district.

1.7 Specified Services Targeted Differential Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a rate in the dollar of land value for Rural and Urban properties, and capital value for Industrial/Commercial properties as follows:

Rural properties Nil
Urban properties \$0.00050202
Industrial/Commercial properties Rural \$0.00136782

Industrial/Commercial properties Urban \$0.00199766

#### 1.8 **District-wide Roading Rate**

Pursuant to Sections 16(3)(a) and 16(4)(a), a uniform rate in the dollar of \$0.00116599 on the land value per rating unit in the district.

#### 1.9 Targeted Differential Uniform Roading Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate, set on a differential basis as an amount per rating unit for the different categories of rateable land as follows:

Rural properties	\$269.62
Urban properties	<i>\$ 42.58</i>
Industrial/Commercial	\$ 93.58

#### 1.10 Recycling Targeted Differential Uniform Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate, set on a differential basis as an amount per rating unit for the different categories of land as follows:

Rural properties	<i>\$58.44</i>
Urban properties	\$196.94
Industrial/Commercial	\$280.01

#### 1.11 Kerbside Recycling Targeted Differential Uniform Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate, for the different categories of land as follows:

Rural properties Nil

Urban properties – an amount of \$70.14 per separately used or inhabitable part of a rating unit for urban properties receiving the kerbside collection service.

Industrial/Commercial properties – an amount of \$70.14 per separately used or inhabitable part of a rating unit for Industrial/Commercial properties receiving the kerbside collection service.

#### 1.12 Urban Water Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate set differently as follows:

- An amount of \$700.00 per separately used or inhabitable parts of a rating unit which receives an ordinary supply of water from an urban water supply.
- An amount of \$350.00 on every rating unit where an ordinary supply is available but is not connected, being a property situated within 100

metres from the water system and could be effectively connected to the water system, except for rateable properties on metered supply and the Pongaroa Water Supply.

#### 1.13 Water Metered Rate

Rating units on metered supply that are assessed rates under Sections 16(3)(b) and Sections 16(4)(b), 19(2)(a) and 19(2)(b) as follows:

#### All extraordinary users

- A targeted rate charged quarterly as an amount of \$195.00 per rating unit.
- Plus quantities in excess of 80 cubic metres supplied during each consecutive three month period to be charged at \$3.50 per m3.

All large industrial and intake line users

- A targeted rate charged quarterly as an amount of \$195.00 per rating unit.
- Plus quantities in excess of 80 cubic metres supplied during each consecutive three month period to be charged at \$1.80 per m3.

#### 1.14 Pongaroa Water Rate

Pursuant to Section 19(2)(a), a targeted rate as an amount of \$129.87 per unit of water supplied from the Pongaroa Water Supply.

1.15 Urban Wastewater Rate (excluding educational establishments, multiple unit residential properties and properties charged trade waste fees)

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate, set on a differential basis for urban wastewater as follows:

An amount of \$888.39 per separately used or inhabitable parts of a rating unit connected to the wastewater system, and

On every connected rating unit with 4 or more water closets/urinals, an amount of \$296.10 for each water closet or urinal excluding the first 3, and excluding any in addition to 12; and

An amount of \$444.19 on every rating unit where wastewater is available but is not connected, being a property situated within 100 metres from the wastewater system and it could be effectively connected to the wastewater system.

Note: A rating unit used primarily as a residence for one household will be treated as having only one water closet/urinal.

1.16 Urban Wastewater Rate - educational establishments and multi-unit residential properties

Pursuant to Sections 16(3)(b) and 16(4)(b), for educational establishments and multi-unit residential properties a targeted uniform rate of \$888.39 on each water closet/urinal connected to the urban wastewater system.

Educational establishments are as defined under Schedule 1, Clause 6 of the Local Government (Rating) Act 2002.

#### 1.17 Stormwater Rate

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted uniform rate of \$154.71 on every rating unit in the Tararua District stormwater drainage area as a fixed amount per rating unit.

#### 1.18 Town Centre Refurbishment Rate - Dannevirke

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate, set on a differential basis of a fixed amount of \$7.73 on every rating unit in the North Ward and a fixed amount of \$6.29 on every rating unit in the South Ward where a Lump Sum Contribution has not been elected under Part 4A comprising Sections 117A to 117N and Schedule 3A.

#### 1.19 Town Centre Refurbishment Rate - Woodville

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate set on a differential basis of \$8.18 on every rating unit in the North Ward and of \$10.14 on every rating unit in the South Ward.

#### 1.20 Town Centre Refurbishment Rate - Eketahuna

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate set on a differential basis of \$6.67 on every rating unit in the North Ward and of \$8.27 on every rating unit in the South Ward.

#### 1.21 Town Centre Refurbishment Rate - Pahiatua

Pursuant to Sections 16(3)(b) and 16(4)(b), a targeted rate set on a differential basis of \$44.40 on every rating unit in the North Ward and of \$55.04 on every rating unit in the South Ward.

#### 1.22 **Due Date for Payment of Rates**

Rates and charges for the year ending on 30 June 2024 will be assessed in four instalments, which will become due and payable on the following dates:

Instalment	Due date	Instalment period
Instalment 1	31 August 2023	1 July 2023 to 30 September 2023
Instalment 2	30 November 2023	1 October 2023 to 31 December 2023
Instalment 3	29 February 2024	1 January 2024 to 31 March 2024
Instalment 4	31 May 2024	1 April 2024 to 30 June 2024

Charges for water metered rates for the year ending on 30 June 2024 will be assessed in four instalments, which will become due and payable on the following dates:

Instalment	Meters Read	Due date
Instalment 1	1 September 2023	20 October 2023
Instalment 2	1 December 2023	20 January 2024
Instalment 3	1 March 2024	20 April 2024
Instalment 4	1 June 2024	20 July 2024

#### 1.23 **Penalties**

That Council resolves pursuant to Section 57 and Section 58 to authorise the following penalties to be added on unpaid rates:

For all rates other than water metered rates:

a) A penalty under Section 58(1)(a) of 10 percent on so much of any instalment that has been assessed after 1 July 2023 and which is unpaid by due date for payment, to be applied on the day after the due date (Instalment penalty).

The scheduled dates to add the penalties to the unpaid rates are as at the following dates:

Instalment Due Date	Rates Penalty Date
31 August 2023	1 September 2023
30 November 2023	1 December 2023
29 February 2024	1 March 2024
31 May 2024	1 June 2024

- b) A penalty under Section 58(1)(b) of 10 percent on so much of any rates assessed before 1 July 2023 which remain unpaid on 10 July 2023 (Arrears penalty).
- c) A penalty under Section 58(1)(c) of 10 percent on so much of any rates to which a penalty has been added under (b) above which remain unpaid on 10 January 2024 (Arrears penalty)

For water metered rates

d) A penalty under Section 58(1)(a) of 10 percent on so much of any water

metered rates if the rates remain unpaid a day after the due date.

The scheduled dates to add the penalties to the unpaid water metered rates are as at the following dates:

Instalment Due Date	Water Metered Penalty Date
20 October 2023	21 October 2023
20 January 2024	21 January 2024
20 April 2024	21 April 2024
20 July 2024	21 July 2024

1.

#### 2. Reason for the Report

2.1 This report places before Council the necessary resolution to enable it to set the rates, due dates for payment and authorise the addition of penalties for the 2023/24 financial year.

#### 3. Background

3.1 Following the adoption of the Annual Plan for the 2023/24 period, Council is now required to adopt the rates resolution for the 2023/24 financial year to fund Council activities for the year.

#### 4. Discussion

- 4.1 The setting of the 2023/24 rates is consistent with the Revenue and Financing Policy adopted as part of the 2021/31 Long Term Plan, and the Funding Impact Statement adopted in the 2023/24 Annual Plan.
- 4.2 The adoption of the rates resolution will enable Council to fund the activities as set out in the adopted 2023/24 Annual Plan.

#### 5. Statutory Requirements

- 5.1 Under the Local Government (Rating) Act 2002, Council must set rates and due dates for payment of rates for any particular year by passing a resolution of Council.
- This papers sets out the resolutions necessary to enable Council to set the rates under Section 23 of the Local Government (Rating) Act 2002, the due dates for

payment under Section 24 of the Local Government (Rating) Act 2002 and authorise the addition of penalties for unpaid rates under Section 57 of the Local Government (Rating) Act 2002 for the year commencing on 1 July 2023 and ending on 30 June 2024.

#### 6. Conclusion

The Tararua District Council is required to set rates and due dates for any particular year by passing a resolution once it has adopted the Annual Plan. Adopting the recommendations outlined in this report will fulfil these requirements and meet Council's statutory obligations.

#### **Attachments**

Nil.



## Report

Date : 23 June 2023

To : Mayor and Councillors

Tararua District Council

From : Sarah Walshe

Finance Manager

Subject : Final Adoption of Annual Report 2021-22

Item No : 11.3

#### 1. Recommendation

- 1.1 That the report from the Finance Manager dated 21 June 2023 concerning the Final Adoption of Annual Report 2021-22 be received.
- 1.2 That the 2021/2022 Annual Report be adopted in accordance with Section 98 of the Local Government Act 2002.

#### 2. Reason for the Report

2.1 To present the final Annual Report 2021-22 to Council for adoption under section 98 of the Local Government Act 2002.

#### 3. Background

- 3.1 Each year the Council is required to report against its key performance indicators, financial projections and projects set in the Annual Plan and the Long Term Plan.
- 3.2 The Annual Report for the year ending 30 June 2022 compares actual performance against year two of the 2021-2031 Long Term Plan.
- 3.3 The Annual Report is required to be adopted within four months of the end of the financial year to which it relates. However, this year, as with the 2021 year, the Government extended the statutory deadline to 31 December 2022, recognising the challenges faced by local authorities. In addition to that, there was also the added challenges for our auditors with an auditor shortage and consequential

effects of Covid-19 including lockdowns which consequently meant that Council was not able to meet this timeframe and was in breach for the 2020/2021 annual report adoption. An extension to the timeframe for adoption was subsequently agreed to.

#### 4. Discussion and Options Considered

- 4.1 At its meeting held 17 May 2023, the Audit and Risk Committee considered the audited 2021/2022 Annual Report and received the Audit Opinion from Audit New Zealand.
- 4.2 At this meeting, Audit New Zealand, presented their unmodified Audit Opinion on behalf of the Auditor-General on the Annual Report to 30 June 2022. In doing so, Audit New Zealand noted that Audit were going through some final checks, ready for Council to adopt the Annual Report on 31 May 2023.
- 4.3 The Audit and Risk Committee recommended that the Council delegate authority to the Mayor and Chief Executive to make any minor changes as requested by Audit New Zealand and to sign the Statement of Compliance and Responsibility that will be published within the Annual Report for the year ending 30 June 2022. The Audit and Risk Committee further recommended that the Annual Report for the year ended 30 June 2022 be adopted in accordance with section 98 of the Local Government Act 2002.
- The Council considered the recommendation from the Audit and Risk Committee at its 31 May 2023 meeting, and resolved to adopt the Annual Report 2021-22 under Section 98 of the Local Government Act 2002. It was noted at that meeting that changes were made to the Annual Report since presentation to the Audit and Risk Committee relating to the prior period adjustment and the valuation of assets.
- 4.5 Although the Council adopted its Annual Report for the year 2021-22, Council's Auditors were still working through their final checks. The Council had delegated authority to the Mayor and Chief Executive to make any minor changes as requested by Audit New Zealand following adoption, however Audit New Zealand has asked that the Council re-adopt its Annual Report 2021-22 now that the final changes have been made. This will ensure the adoption date is after the audit process completion date.
- 4.6 The Summary Annual Report for the 2021-22 year is also now available, and is presented for Council's information. The Summary Annual Report is not required to be adopted by Council, however the summary must "represent, fairly and consistently, the information regarding the major matters dealt with in the annual report."

#### 5. Statutory Requirements

5.1 Section 98 of the Local Government Act 2002 sets out the requirements for preparing and adopting the Annual Report.

- 5.2 The statutory timeframe for the adoption of the Annual Report was extended out to 31 December 2022 for the financial year ending 30 June 2022.
- 5.3 The usual statutory time frame for completing and adopting the Annual Report (including the Audit opinion) by resolution of Council, is within four months after the end of the financial year to which it relates.

#### 6. Conclusion

- The draft Annual Report has been reviewed by both the Audit and Risk Committee at its 17 May 2023 meeting and Council at its 31 May 2023 meeting.
- 6.2 The Annual Report has been externally audited by Audit New Zealand on behalf of the Auditor General, against the statutory requirements of the Local Government Act 2002. The Annual Report is a key accountability document to the community.
- 6.3 Although having adopted the 2021-22 Annual Report at its meeting held 31 May 2023, due to the Audit review process of the infrastructure valuation taking longer than expected, the Council is asked to adopt the final 2021-22 Annual Report and the Summary of the Annual Report now that both have been cleared through the audit process.
- The final Annual Report 2021-22, including final changes recommended by Audit New Zealand, is attached for Council receipt and adoption.
- 6.5 The Summary Annual Report 2021-22 is presented for information.
- Once adopted, the Annual Report 2021-22 and the Summary Annual Report 2021-22 will be made publicly available within one month of the adoption date in accordance with Section 98(4)(b) of the Local Government Act 2002.

#### **Attachments**

Nil.



## Report

Date : 23 June 2023

To : Mayor and Councillors

Tararua District Council

From : Don Cameron

Recovery Manager

Subject : Cyclone Gabrielle Recovery Update - June 2023

Item No : **11.4** 

#### 1. Recommendation

1.1 That the report from the Recovery Manager dated 23 June 2023 concerning the Cyclone Gabrielle Recovery Update - June 2023 be received.

## **Executive Summary**

- 1.2 The Tararua District Cyclone Gabrielle Recovery Programme continues to progress recovery tasks outlined in the 100-Day plan. Weekly updates aligned to goals in the 100-day plan are provided.
- 1.3 Key progress this month includes:
  - 4 Cyclone relief whanau and school events (for children/youth and their families have been held throughout the district in conjunction with Tararua REAP and Sport Manawatū.
  - Ongoing support for those whose homes were red or yellow stickered
  - \$64,148 has been distributed through the Mayoral Relief Fund to 41 applicants.
  - River and drainage repair works continuing
  - Emergency road and bridge repairs continue

- Significant assessment, planning and design for the large number of identified road faults, using the developed prioritisation matrix
- Resilience work is underway with the power/telecommunications network throughout the Tararua District. Funding has been secured through DIA for 12 Starlink units.
- 58 requests for farmer support have been received, 40 of which have asked for some form of assistance with clean-up. Since Cyclone Gabrielle we have used 50 volunteers, and by the end of May more than 39 working bees have been organised across the Tararua District; and 44 farms have been supplied with emergency fencing materials donated to Rural Support Trust for urgent repairs. Approximately 1192 volunteer hours. Enhanced Task Force Green has been set up and ready to work on farms.
- 20 on farm visits have been completed by Horizons Regional Council since mid-February to support land management post Cyclone
- Ongoing information and support for mental health and wellbeing is being distributed.
- Funding has been secured to continue the services of the Eketahuna Health Centre mental health unit.
- 1.3.1 A detailed impact assessment survey has been returned that was circulated widely to understand the impacts on farmers, businesses, and individuals in the Tararua District to inform medium to longer term Recovery plans. A copy of the Assessment is included in the appendix of this report.

#### 2. Reason for the Report

2.1 This report provides an update on the Tararua District Cyclone Gabrielle Recovery Programme.

#### 3. Update on Tararua District Cyclone Gabrielle Recovery Programme

- 3.1 Tararua District Cyclone Gabrielle Recovery Programme 100-Day Plans Strategic Plan and Action Plan
- 3.1.1 The Recovery Team are continuing to work on recovery issues, goals, and recovery actions for the first 100 days of recovery for each of the five key recovery workstreams Social, Built, Natural, Economic and Rural.
- 3.1.2 At the conclusion of the first 100 Days (mid-July), a medium/long term Recovery plan will be developed with Iwi, Community, and stakeholders to develop the medium to longer term Recovery plan to meet the ongoing recovery needs for the district.

#### 3.2 **Built Recovery Update**

- 3.2.1 Two properties remain red stickered, and 13 remain yellow stickered. All properties have been sent letters from the Building Team outlining next steps. Fortnightly wellbeing calls are made to offer assistance and support.
- 3.2.2 Power/Telecommunications all systems working. Work on resilience is being investigated including:
  - Quotes have been circulated for a generator for the Akitio cell tower. A MOU for the operation and maintenance of the generator is also being prepared.
  - A generator has been installed at Mt Butters
  - A Permanent generator will be installed in 2024 at Ahiweka by ScanPower
  - Norsewood cell tower has been vandalised, repair does not achieve the same coverage as previously. The repairs have been carried .out but coverage has been compromised. Connect Tararua are in discussions with Spark.
  - CDEM EMO Peter Sinclair has worked with Owahanga Station to establish emergency communication channels. This has been completed.
  - The office block at Oringi has installed a generator.
  - Funding has been sourced from DIA for 12 StarLink units. One at each of the 4 main towns, with the others to be distributed as required.
  - Investigation is still underway to identify feasibility of radio networks including development of Standard Operating procedures for use
- 3.2.3 Road and Bridge repair Tararua Alliance report to the Infrastructure, Climate Change and Emergency Management Committee outlined in detail the work underway for the Cyclone Gabrielle Road network programme of work including needs assessment, initial response, planned recovery phase and repair prioritisation.

#### 3.3 National Recovery Update

- 3.3.1 **Damaged waterways** Aerial reconnaissance flight on Tuesday 20<sup>th</sup> July to identify hot spots/areas of concern in rivers completed.
- 3.3.2 Urgent works programme underway and planned to be completed by 30<sup>th</sup> June (subject to timing due to trout spawning).
- 3.3.3 **Erosion** Approximately 20 on farm visits made within the Tararua District since mid-February. Likely to be a funding shortfall to carry out the work needed. A strong demand for poplar and willow poles in the wider Tararua district, including farms badly affected by the cyclone. About halfway through the delivery of poles.

- Planned Afforestation programmes are continuing with a surprising low level of cancellations.
- 3.3.4 **Biodiversity** Plant and animal pest control programmes initial assessments completed. Work programme will be impacted through lack of on farm access.
- 3.3.5 **Environmental monitoring** Environmental monitoring network damage repaired, some temporary.
- 3.3.6 Monitoring sites on the eastern coastal network have been upgraded, with some new sites added. Water level sites running at Akitio (2), Wainui (2), Waihi and Owahanga. TDC staff notified. Discussion with Horizons around other monitoring sites to provide earlier warning on river levels.

#### 3.4 **Social Recovery Update**

- 3.4.1 Cyclone relief whanau and school events (for children/youth and their families have been held throughout the district in conjunction with Tararua REAP and Sport Manawatu. They were scheduled as follows: -
  - Weber, 19<sup>th</sup> May
  - Pongaroa (Makuri also attended) 25<sup>th</sup> May
  - Norsewood, 9th June
  - Kumeroa, 2nd June
- 3.4.2 Tararua REAP will be offering budgeting services to impacted communities through funding received through for Cyclone Recovery
- 3.4.3 Working with coastal communities on resilience initiatives, in conjunction with Civil Defence Emergency Management
- 3.4.4 Rongotea Lions, with local Lions have supported the Herbertville Community Garden to be re-established

#### 3.5 **Rural Recovery Update**

- 3.5.1 On farm clean up team set up and will be co-ordinated by Simon Hales. Clean up work is ongoing. 39 requests for support have been received, 26 of which have asked for some form of assistance with clean-up. Since Cyclone Gabrielle we have used 50 volunteers, and by mid-May more than 30 working bees have been organised across the Tararua District; and 33 farms have been supplied with emergency fencing materials donated to Rural Support Trust for urgent repairs.
- 3.5.2 Provision of information and support for mental health and wellbeing.

#### 3.6 **Economic Recovery Update**

- 3.6.1 Ministry of Business Innovation and Employment (MBIE) Business Support Funding (\$355,000) has been fully allocated. No further funding is available at this stage.
- 3.6.2 Collecting and analysing recent national statistics of changing district consumer patterns. Nothing significant to report at this time. Monitoring will be ongoing over the next twelve months.
- 3.6.3 Q & A information sheets are being provided back to the communities capturing the questions and answers from the meetings. These are also available on the Tararua District Council Recovery website.
- 3.6.4 The Recovery Team will be working through the list of issues raised and incorporating them into work programmes and ongoing communication, if applicable.
- 3.6.5 The Impact survey has been completed with 201 respondents. (See the following Appendix)

#### 3.7 Mayoral Relief Fund

3.7.1 As of Thursday 25 May 2023:

Ī	Applications	Pending further	Declined	Total approved	Total allocated
	received	information			
Ī	64	11	12	41	\$64,148.49

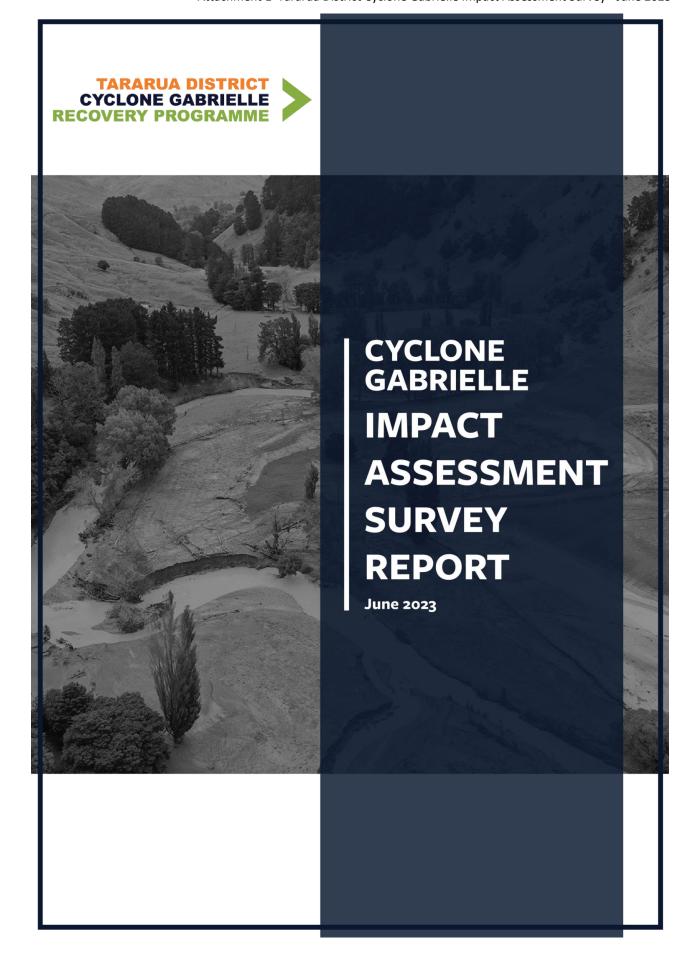
3.8 Application to Department of Internal Affairs for support for the Tararua District Cyclone Gabrielle Recovery Programme

- 3.8.1 A proposal has been sent to Government that provides an overview of the impacts of Cyclone Gabrielle on the Tararua District Council (TDC) and the financial challenges that the Tararua District Council and the community are facing.
- 3.8.2 Initial estimates suggest that the cost of recovery for Tararua District will fall between \$80 \$120 million, but more work is necessary to provide an accurate estimate of the cost impact.
- 3.8.3 The cost of supporting the recovery structure for the next 12 months is estimated to be around \$1,111,880. Financial assistance of \$833,910 has been sought from the Government, which will constitute 75% of the funding shortfall. The Tararua District Council total investment in recovery and response is \$620,264.

#### **Attachments**

2.

1. Tararua District Cyclone Gabrielle Impact Assessment Survey - June 2023



#### **Table of Contents**

Executive Summary	
Objectives and Approach	
The objectives for this work	
The approach taken	
Survey Results	
Map of responses by area	
Farmer/Grower/Lifestyle Block Owner Responses Summary	5
Farm Impact Summary	g
Business Impact Summary	
Wellbeing Impact Summary	

## **Executive Summary**

Thank you to everyone who filled in the Tararua District Cyclone Gabrielle Recovery Programme Impact Assessment Survey. We appreciate the time you took to help us understand the impact on you, your family, and your property.

The Tararua District Cyclone Gabrielle Recovery Programme distributed an Impact Assessment Survey via SurveyMonkey, which was circulated to the community on the 18<sup>th</sup> of May 2023, and closed on the 9<sup>th</sup> of June 2023. The survey was advertised on the Tararua District Council website and Facebook pages, in the Bush Telegraph, via posters and flyers, and sent to stakeholders and community groups to distribute.

The reason for this survey was to understand the impacts throughout the district from Cyclone Gabrielle, and what our biggest needs are. The results from this survey will help us to plan recovery support going forward.

The results are evidence that the impacts and needs throughout the Tararua District are significant. We wanted to hear from a wide range of people so we could capture as much information as possible. To do this, we collected information from the following groups:

- Farmer/grower/lifestyle block owner
- Business owner/manager
- Resident of Tararua/other

It is clear that farmers/growers/lifestyle block owners throughout the district have been heavily impacted. Major damage includes slips, silt, and debris, fencing damage, culvert and bridge damage, farm track damage and stock loss and animal health issues.

Approximately \$7,806,400 total of farm damage has been reported by 66 respondents. This figure is likely to be higher as some farmers are yet to estimate the monetary value of damage on farm.

Some businesses in the area have been hit hard by Cyclone Gabrielle, also with a lot of medium-long term risks being assessed as loss of production and income. Some businesses and farms are experiencing local workforce employee shortages, with a handful willing to employ local unskilled apprentices or youth.

It is evident that mental health and wellbeing have taken a hit since the cyclone, with stress being reported as a major concern amongst those impacted. This is in part due to property/farm damage, financial issues, and lack of insurance, overworking and longer travel routes due to road closures.

Short and medium term needs included financial assistance, practical help, and business support and advice. Longer term focus areas included roading and bridge repairs, river management, climate change resilience and continuity of telecommunications.

People also had the chance to tell us what they appreciated about the Tararua community during response and recovery from Cyclone Gabrielle.

Page | 1

# **Objectives and Approach**

## The objectives for this work

To understand the impacts throughout the district from Cyclone Gabrielle, and what our biggest needs are. The results from this survey will also help us to plan for recovery support going forward.

## The approach taken

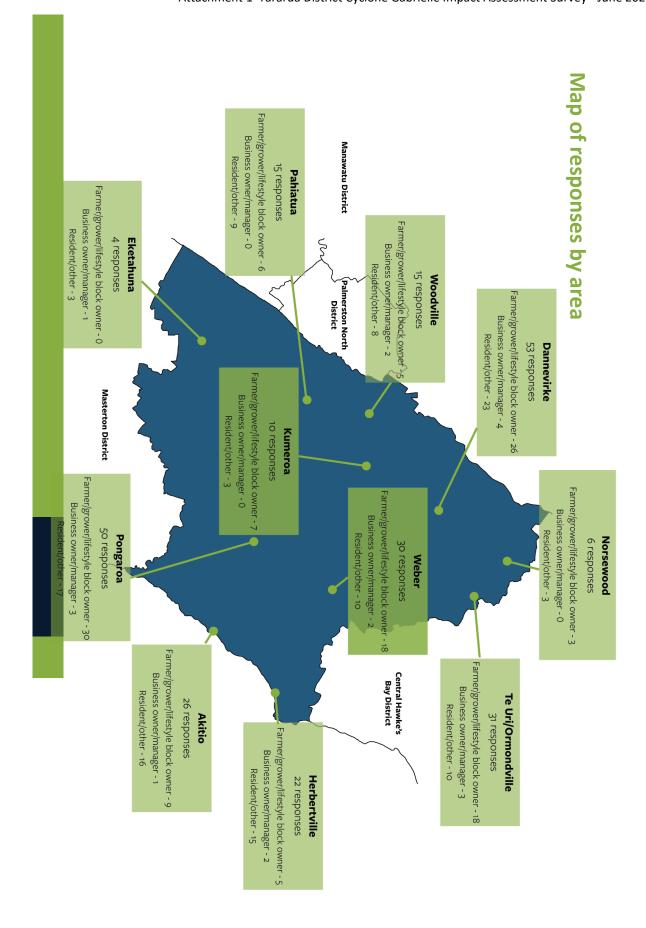
An online survey was sent out to the community, opening on 18<sup>th</sup> May 2023, and closing 9<sup>th</sup> June 2023.

The survey included questions about farming, business and mental health and wellbeing.

201 responses were captured, with the majority of those being from farmers / growers / lifestyle block owners.

Page | 2

### **Survey Results** The Impact Assessment Survey received 201 responses. Over half of these people are from Dannevirke and Pongaroa. The majority of respondents are rural based, with majority of them being a farmer/grower or lifestyle block owner. Q1. Which of these towns (or nearby) best describes where you have had the most impact relating to Q2. Do you live in an urban or Cyclone Gabrielle? rural area? Te Uri/Ormondville 15.42% Urban Do not live here Pongaroa 24.88% 3.48% Weber Eketāhuna Rural Norsewood 75.12% Pahiatua 7.46% Woodville 7.46% Kumeroa Q3. Which of the following best describes your situation (as it relates to impacts from Cyclone Gabrielle)? Farmer/Grower/ Lifestyle Block Owner Manager (not farming) ŤŤŤŤŤŤŤ



# Farmer/Grower/Lifestyle Block Owner Responses Summary

We asked those who were farmers/growers/lifestyle block owners to answer the following questions. 77 people completed these questions.

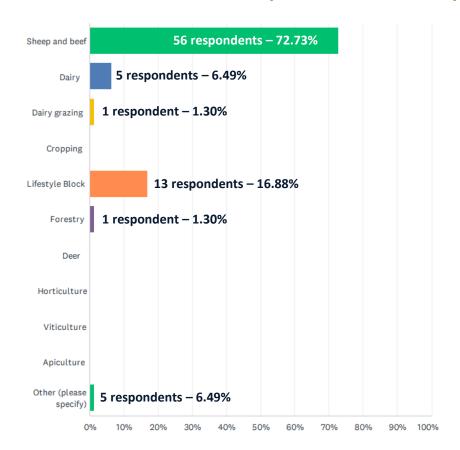
There were a variety of farm sizes and types included in the answers to these questions.

- 30 of the 77 respondents have farms sized 100-500 hectares, and 26 farms are 500+ hectares.
- The majority of the farms are sheep and beef, followed by lifestyle blocks and dairy farms.
- A lot of the farms also have other activities undertaken on their farm, including forestry, dairy grazing, and cropping.
- The majority of the respondents own their farms, with a handful of leaseholders and managers also responding.

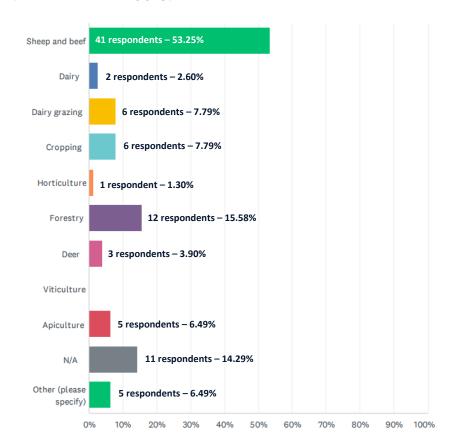
### Q4. What is the total size of your farm? Please state in hectares.

0-5 hectares	8 farms
5-100 hectares	13 farms
100-500 hectares	30 farms
500+ hectares	26 farms

### Q5. Please select the main activity that is undertaken on your farm:



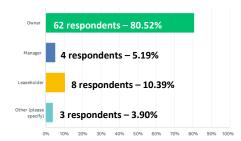
# Q6. What *other* types of activity are undertaken on your farm? (Select all that apply):



The 'Other' activities specified were:

- Permaculture and small groups of animals
- Hampshire sheep stud
- Vegetable and fruit growing for family
- Cattle stud
- Agricultural contractor

### Q7. What best describes the nature of your role on the farm?



The 'Other' activities specified were:

- Farm hand
- Owner of one block, share farmer on other
- Part owner

### **Farm Impact Summary**

These questions were asked to understand the impacts on farm from Cyclone Gabrielle. Across all farm types, the most common impacts felt were:

- · fencing damage
- slipping
- infrastructure damage
- · silt and debris

66 respondents said they have had some type of farm damage, with an estimated \$7,806,400 of damage reported. This figure is likely to be a lot higher as a lot of farmers are yet to estimate a monetary value of damage.

#### Slipping:

- 91% of respondents reported some slipping on farm. This was spread around the district, with the majority of respondents being from Pongaroa, Dannevirke, Weber and Ormondville/Te Uri.
- 45% of respondents had some slipping, but the percentage of land affected was less than 10%.
- 34% of respondents reported 10-20% of land affected, and 11.68% of respondents reported 20% or more of their land affected by slipping. The majority of farms affected by the more severe slipping are in the Akitio/Pongaroa area.

#### Fencing:

- 65 respondents had some conventional wire fencing damage. Approximately 106,657m of fencing damage was reported.
- At an estimated cost of \$25K per km, this is a total cost of \$2.66M. Based on the 65 respondents who reported conventional fencing damage, this represents an average cost per farm of \$41K.
- This seems to be widely in the Pongaroa and Weber areas, with most other areas in Tararua also reporting some damage.
- 46 respondents also reported some electric fencing damage.

#### Farm infrastructure:

- 54 respondents reported damage on their farm tracks, with approximately 78,890 total metres being reported. Other comments also stated that a lot or all their farm tracks have been damaged, but no figure was provided.
- 53 respondents reported culverts or bridges damaged on their farm. Approximately 257 bridges/culverts were reported damaged. This was spread throughout the district, with a lot being in the Akitio/Pongaroa area.

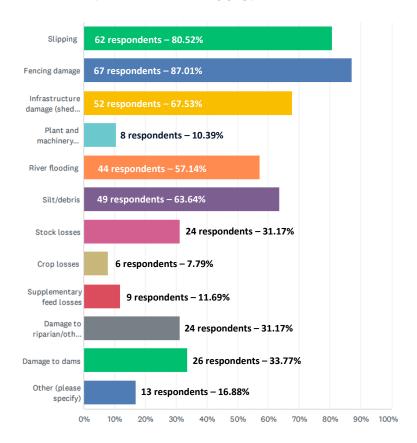
#### Stock

- 38 respondents reported loss of stock due to Cyclone Gabrielle. Approximately 1,969 were reported across the 38 farms.
- 32% of the 77 respondents also reported some animal health issues due to the cyclone. These
  include foot problems, wool rot, fly strike and parasites. (Please see question 21 for further
  detail).

### Other issues reported

- Some cropping and trees have been lost due to Cyclone Gabrielle damage, with approximately
   1445 hectares of forestry damage across 22 farms
- A lot of farmers have reported difficulties with stock movements, on and off farm
- It is reported that there is a lack of funding to lifestyle block owners
- Some on farm damage is not covered by insurance
- Road closures are still affected accessibility
- Mental health and burnout is a major concern amongst a lot of farmers

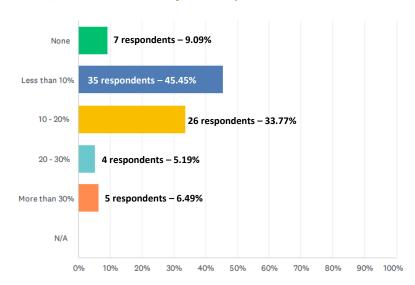
# Q8. What have been the impacts to your farm from Cyclone Gabrielle? (Select all that apply)



The 'Other' damage specified included:

- Damage to riverbanks
- Tools, water pump, personal belongings, partial house and veggie garden damage
- Lost main water line
- Damage to vehicle
- Loss of flood gate structures
- Fallen and uprooted trees

# Q9. Approximately what percentage of your land has been impacted by slips? (Please include the slip scar/face and the resultant debris/sediment over pasture)



### Q10. Approximately how many hectares of pasture/land was lost from streambank erosion?

0-1 hectares	11 farms
1-5 hectares	16 farms
5-10 hectares	5 farms
10+ hectares	9 farms

# Q11. Approximately how many metres of conventional wire fencing has been damaged/lost on your property?

- Approximately 106,657 total metres of conventional fencing damaged / lost
- At an estimated cost of \$25K per km, this is a total cost of \$2.66M
- Based on 65 respondents who reported conventional fencing damage, this represents an average cost per farm of \$41K

## Q12. Approximately how many metres of electric fencing has been damaged/lost on your property?

• Approximately 55,594 total metres of electric fencing damaged / lost

# Q13. Approximately how many metres of farm tracks have you had damaged as a result of Cyclone Gabrielle?

Approximately **78,890** total metres of farm tracks damaged across **54 farms** (other comments stating all tracks or a lot of tracks damaged, but no figure provided).

# Q14. Approximately how many culverts and bridges will you need to replace as a result of Cyclone Gabrielle?

Approximately 257 culverts / bridges requiring replacement across 53 farms.

### Q15. Approximately how many stock have you lost from Cyclone Gabrielle?

Approximately 1,969 stock lost across 38 farms.

# Q16. Approximately how many hectares of cropping have you lost to Cyclone Gabrielle?

Approximately 126.2 hectares of cropping lost across 10 farms.

# Q17. Approximately how many hectares of regrassing/pasture renewal are needed from Cyclone Gabrielle?

Approximately **634.7 hectares** of regrassing / pasture renewal needed across **36 farms.** 

# Q18. Approximately how many metres of riparian planting have you lost from Cyclone Gabrielle?

Approx 4,390 metres of riparian planting lost across 19 farms.

# Q19. Approximately how many hectares of trees planted for erosion control have you lost from Cyclone Gabrielle?

Approximately 205.7 hectares of trees planted for erosion control lost across 28 farms.

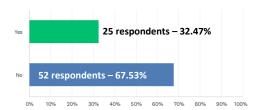
# Q20. Approximately how many hectares of forestry have been damaged/lost?

Approximately 144.9 hectares of forestry damage across 22 farms.

- 0-1ha 4 farms
- 1-5ha 11 farms
- 5-10ha 2 farms
- 10+ ha 5 farms

0-1 hectares	4 farms
1-5 hectares	11 farms
5-10 hectares	2 farms
10+ hectares	5 farms

## Q21. Are you experiencing or expecting any animal health issues as a result of Cyclone Gabrielle?



The animal health issues specified were:

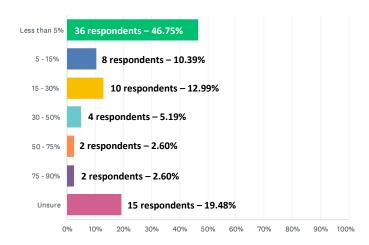
- Lamb survival and weight loss in lambs
- Foot problems
- Wool rot
- Fly strike
- Animal cluster death
- Parasites
- Mastitis
- Salmonella
- Worms
- Stressed cows and slipped pregnancies
- Lame cows
- Bogged sheep
- Viral pneumonia

# Q22. If you are able to put an approximate \$ figure on the impacts sustained to your farm by Cyclone Gabrielle, please state this below:

Approximately \$7,806,400 total damage reported by 66 respondents. This figure will be higher, as a lot of farmers are yet to estimate a monetary value of damage, or have estimated some things but not others.

0-\$5K	8 farms
\$5-50K	28 farms
\$50-250K	24 farms
\$250K+	6 farms

# Q23. Insurance cover - please provide an estimate of the percentage of total damage you've suffered which would be covered by your insurance?



# Q24. Please briefly describe any other impacts that you have experienced from the Cyclone that have not already been captured in this survey

Answers to this question included:

- Major problems with access with stock around farm
- Difficulties with stock movements
- Riverbed moving towards property
- Paddocks set aside for hay are ruined
- Staff burnout
- Mental health and stress, panic attacks, exhaustion
- Ongoing fencing repairs has taken farmers away from other essential farm work
- Road closures effecting accessibility, school bus travel and getting to and from school and work
- Unable to hire machinery or fencers for farm clean-up
- Lack of funding available to lifestyle blocks
- Communication issues phone, internet, power
- Loss of native regeneration area
- Blocked novaflow pipes
- Loss of production due to trade lambs and young cattle not doing well through the cyclone
- Inflation meaning everything is more expensive to fix
- Loss of water pipes, water pump and systems damaged
- Emotional impact on farmers/workers and their families
- · Reduced grazing due to wet and damaged land
- Financial stress
- Worries when bad weather hits

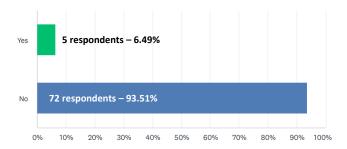
### **Q25.** Are you experiencing local workforce employee shortages?

Approximately **25 respondents** stated they are experiencing local workforce employee shortages.

### Q26. What is your present appetite to employ local unskilled apprentices or youth?

Approximately **9 respondents** stated that they would be happy to employ local unskilled apprentices or youth.

### Q27. Are you looking to employ migrant workers?



# Q28. Would you like to talk to anyone from the below organisations regarding your situation?

- 32 of 77 Farmer/Grower/Lifestyle respondents are seeking support
- The most sought after supporting being 12 people wanting to connect with the Rural Support Trust
- 50 did not want / need any further support

### **Business Impact Summary**

We asked those who are business owners/managers to answer the following questions. 15 people completed these questions.

A lot of the impacts and risks for these businesses are around loss of production and cash flow. It is still too wet for some of these businesses to work, and accessibility has had a play in the loss of production.

All respondents mentioned that their business is still viable given the present impacts they are facing, but many are still facing issues like longer travel times, loss of income and reduce in hours.

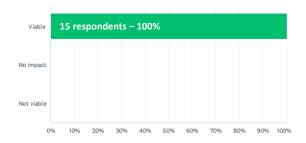
# Q29. Please briefly describe any impacts facing your business that you have experienced following Cyclone Gabrielle?

- Too wet to work
- The road we are working on was closed for a week. Too wet to work and couldn't get trucks up to the port in Napier because of road closures and congestion. Huge impact on production
- Lost business due to not being able to get to certain locations, because bridges were out of action
- Lost about \$15,000 in revenue due to loss of customers travelling over the period that the Napier Taupo Road was closed. This included tour busses that would normally stop off to eat at the café three times a week
- Withdrawal of funds
- Collate and purchase fixed assets
- Very limited number of sites available for visiting guests
- Hospitality business had no damage but due to road closures, staff were unable to get to work and we had fewer clientele, locals, workers, and visitors to the area
- Income down
- Loss of production due to flood damage, cash flow issues
- Reduced campground ability to accommodate travellers
- Still rebuilding a major stream crossing, many fence repairs, loss of land from slips
- 90% reduction in sales in January/February. 60% reduction in sales March/April/May.
   Employee made redundant due to lack of sales. Damaged roads restricting truck movements. Selling assets due to lack of cashflow

### Q30. What are the medium-long term risks for your business following Cyclone Gabrielle?

- Financial loss after loss of production
- Risk of more flooding and access damage would halt main sources of income
- Capital chain is running tight
- Loss of income
- Damaged roads and travellers choosing other destinations
- Fragile roading and land could further interrupt supply of raw materials required for production
- Unable to accommodate casual visitors to campground who with to use tents due to damaged sites
- If sales do not recover, there is a risk of close of business

# Q31. What is the future viability of your business given the present impacts you are facing?



#### Reasons why included:

- · More work when dried out
- Back to normal production
- Bridges have been repaired, so able to deliver to those areas again
- Corporate strategy
- Income should improve once sites recover, and business is reopen to the public
- A successful and well support business
- No stock losses and 90% of paddocks now viable
- Reduced costs and sold assets to get cash in to survive next season

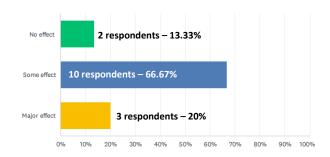
### Q32. Are you experiencing local workforce employee shortages?

2 respondents stated they are currently experiencing local workforce employee shortages.

### Q33. What is your present appetite to employ local unskilled apprentices or youth?

4 respondents stated that they have an appetite to employ local unskilled apprentices or youth.

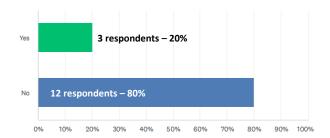
# Q34. What impact has Cyclone Gabrielle/Natural disasters had on you and your employees ability to meet present costs of living?



The comments to this question included:

- Loss of income
- Food, fruit and vege prices increased
- Talent shortage
- Loss of income means less cash to make repairs and improvements
- Longer travel to work
- Reduce in hours
- Low sales and cash flow
- Had to make employee redundant
- Unable to perform maintenance on equipment to ensure money is available to last through winter

### Q35. Are you looking to employ migrant workers?



If yes, why?

• Shortage of human resources

### Q36. What barriers are you facing, if any?

- Talent shortage
- Financial income of customers, spending only on necessary needs
- Continual weather patterns are making it hard to repair/recover
- Lack of cash flow due to poor sales compared to previous years

### Q37. What can we help you with?

- 53.33% Would like help from appropriate organisation
- 33.33% Business support and information
- 26.67% Tax relief information

### **Wellbeing Impact Summary**

We asked all respondents the questions below. 120 people completed these questions.

#### Mental health and wellbeing:

Mental health, stress and burnout seems to be playing a big factor throughout the district since Cyclone Gabrielle. On a scale of 1-10 (1 being not all, 10 being significantly) the average answer was 4.3 for how the impacts of the cyclone have affected people's wellbeing.

A lot of this seems to be due to financial stress and burnout.

#### **Funding and Insurance:**

48% of respondents have accessed funding for impacts caused by Cyclone Gabrielle. In terms what people need, 23% of people stated that they need financial assistance now, with another 33% stating that they will need financial assistance in the longer term.

33% of respondents stated that they had to make an insurance claim due to Cyclone Gabrielle, with some reporting that they have had difficulties with the process due to long wait times and some things not being covered by insurance.

#### What we should be focusing on:

We asked people what they need right now. After financial assistance, 18% of people responded that they need practical help e.g. to repair damage. Other needs included business support, advice or mentoring, counselling or advice on coping with stress and worry and improved road access.

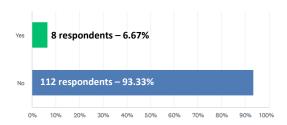
The main long term needs included financial assistance, practical help e.g. to repair damage, road repairs and clearing of debris from waterways.

When asked what people think the Tararua District Cyclone Gabrielle Recovery Programme should be focusing on, 81% responded with roading and bridge repair and resilience. This was followed closely by continuity of telecommunications and power, and river and debris management.

# Q38. On a scale of 1 - 10 (1 being not at all, 10 being significantly), how have the impacts from the cyclone affected your wellbeing?

The average for this question was 4.3.

# Q39. Have you been hindered from recovering from the effects of the Cyclone due to a disability?



#### Comments:

- Due to injury
- Balance problems
- Shingles
- Aging body finding it hard to do physical work
- Mental illness

# Q40. To what extent was your home/property (not farm) directly impacted by the floods and other damage?

This question was asked on a scale from 1-10 (one being not impacted at all, 10 being impacted significantly. The average for this question was 2.1.

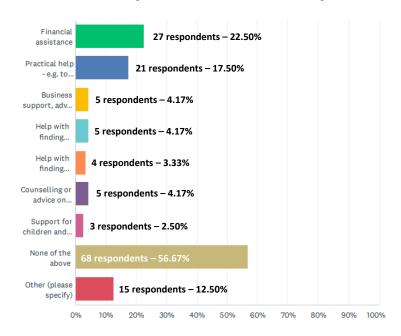
# Q41. Have you accessed grants from government or other organisations for the impacts from the cyclone?



The funding listed included:

- MPI
- MSD
- Tararua Mayoral Relief Fund
- DIA
- Ngāti Kahungunu ki Tāmaki nui-a-Rua
- Natural disaster subsidy
- MBIE
- Westpac bank
- Farmlands grant

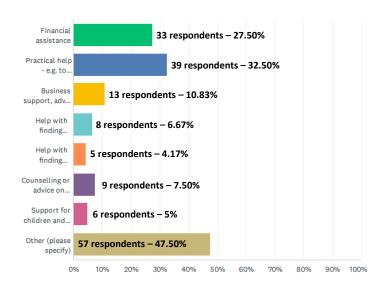
### Q42. In terms of your situation, what do you need right now?



### Other needs specified included:

- Roads being fixed, improved road access
- Access to funding to repair farm tracks and fencing
- School bus access
- · Logs blocking rivers cleared
- Metal to replace driveways
- Resources, fencing gear

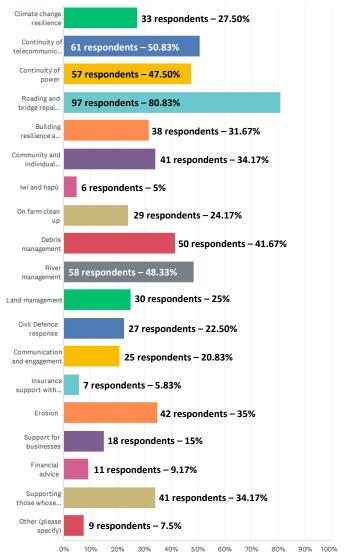
# Q43. To help us plan longer term recovery support, what do you think you will need in the slightly longer term, i.e. in around six months' time?



Other longer-term needs specified included:

- Erosion control advice
- Fix ongoing water issues
- Road repairs/improved road access
- Clearing debris from surrounding streams to avoid future flooding
- · Assistance with consenting
- Diggers and fencers
- A break from the farm it isn't easy to find someone to mind the farm while owners are on holiday
- Costs to repair/replace fences
- Topsoil
- Drains being cleared to prevent water spilling over onto farmland
- Tax/accounting advice
- More community support days

Q44. Thinking specifically about the impacts on where you live in the Tararua District, what do you think are the most important things we should be focusing on? Please choose as many as you like



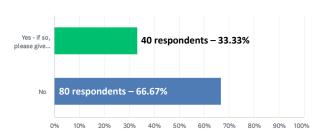
Other things to be focused on included:

- Water restrictions
- Halting the continued planting of pine trees
- Older bridges need to be fixed

## Q45. If you'd like to tell us in more detail about the answers you gave above, please continue here

- Resilience
- Financial help
- River slash/debris
- Brainstorm/idea sessions with farmers and landowners, roading crews and contractors – get a register of machines in the area (bulldozers, tractors, trucks), so when another weather event hits, these can be utilised
- More cell towers
- Should be using funds for medical care, hospitals, education and conserving natural resources

# Q46. Have you had to place an insurance claim relating to the effects of the cyclone either for your home, business, or farm?



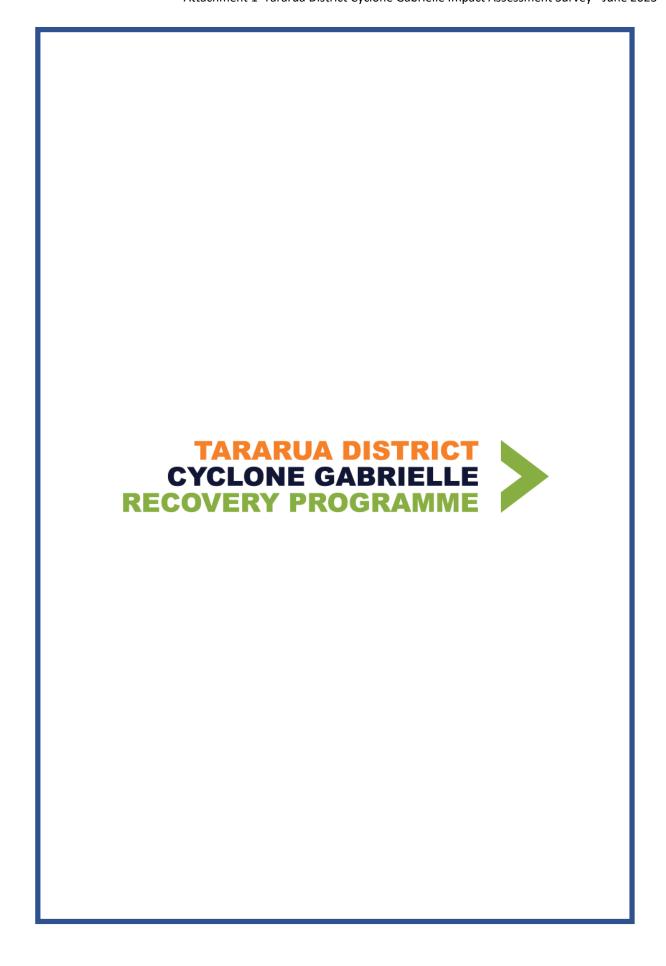
## Q47. If you answered yes to the question above - Have you had any difficulties with your insurance claims experience? Please tell us here

- Still ongoing/in progress
- Delays in getting an assessor onto property
- Lack of communication from insurance companies
- Quick and easy settlements
- Claim actioned quickly with no problems
- Lack of cover on farm
- Contents and vehicle insurance paid out quickly house insurance taking some time

Q48. Despite the trauma, shock and damage of Cyclone Gabrielle, Tararua District people did and are still doing an incredible job of supporting each other. Did something happen during Cyclone Gabrielle and/or its aftermath that makes you particularly proud of your community, and would you like to tell us about it?

Some of the answers provided to this question were:

- The food supplied to the coastal areas was awesome, and the Council responded well to the roading
- The bringing together of the community after the Cyclone. It has been an opportunity for this to develop
- Townie friends came out to help fence. And a stranger (but no longer a stranger) came and gave us bulldozer work that gave us access to half the farm
- The community pulling together to help each other and check in on each other
- Awesome local business lent us a pump and refused payment, and a neighbouring farmer helped us out with their tractor
- All of our heavy machinery operators/tractor drivers/farmers who were out and about helping anywhere they could
- Very proud of all community support and Scanpower and TreeSmart for getting power restored
- A group of volunteers came the day the nearby bridge was able to be driven on by 4x4 and brough food and offered their help
- Neighbours checked up on each other. Local people helped me when my car got flooded and I needed a place to stay
- Small communities working together, supporting each other and creating a plan for the future
- Our local community assisted with fencing debris removal and re-fencing





### Report

Date : 23 June 2023

To : Mayor and Councillors

Tararua District Council

From : Sandy Lowe

Group Manager - People and Capability

Subject: Procurement Process for Independent Chairperson Audit and

**Risk Committee** 

Item No : 11.5

#### 1. Recommendation

- 1.1 That the report from the Group Manager People and Capability dated 22 June 2023 concerning the Procurement Process for Independent Chairperson Audit and Risk Committee be received, and
- 1.2 That any feedback relating to the procurement process is received for inclusion in the process, and
- 1.3 That the council make resolution to proceed with the procurement process as agreed.

### 2. Reason for the Report

2.1 To report on the procurement process for appointing an Independent Chairperson for the Audit and Risk Committee.

### 3. Background

3.1 At its meeting held 31 May 2023, the Council considered a report in public excluded session setting out options for consideration by the Council for either extending the tenure of the current Independent Chairperson of the Committee, or going to market to seek expressions of interest from suitably qualified candidates for the role of Independent Chairperson.

3.2 At that meeting, the Council resolved to go to market to seek expressions of interest from suitably qualified candidates, and asked that a report be provided to the next meeting of Council regarding the procurement process.

#### 4. Procurement Timeline

4.1 The below timeline has been drafted for your review and feedback.

Timeframe	Process
31 July 2023	Advertise for expressions of interest
18 August 2023	Closure of expressions of interest
21 -25 August 2023	Panel to select appropriate candidates for interview based on Skills Matrix/person specification
28 -31 August 2023	Interview process
4 – 8 September 2023	Preferred applicant selected
11 – 27 September 2023	Contract negotiation and agreement completed
From 1 November 2023	Handover and onboarding process through Democracy Services

### 5. Advertising for Expressions of Interest

- 5.1 A draft advertisement for expressions of interest for this role is attached to this report for your review and feedback. The following channels are recommended for advertising;
- 5.1.1 Institute of Directors
- 5.1.2 Risk NZ
- 5.1.3 Governance NZ
- 5.1.4 Tararua District Council LinkedIn
- 5.1.5 Our public website (public notices section)
- 5.2 A drafted application form for this role is attached to this report for your review and feedback.

### 6. Person specification

- 6.1 A drafted person specification for this role is attached to this report for your review and feedback. The person specification outlines the experience, skills and abilities that are relevant to the role. The Office of the Auditor General recommends having the right mix of skills and experience on the audit and risk committee to give oversight of the matters sought of the committee.
- 6.2 Specifically; <u>Principles that help an audit committee add value Office of the Auditor-General New Zealand (oag.parliament.nz)</u>

The better the skills and experience of audit committee members, the better the committee can add value. Collectively, people appointed to serve on audit committees need to have expertise, such as:

- · finance and accounting, including financial reporting;
- · broad governance, assurance, and risk management disciplines;
- understanding of internal controls and assurance frameworks, including understanding of the roles of internal and external audit;
- · knowledge of the sector or industry in which the public entity operates; and
- other attributes as specifically relevant to the entity (for example, legal or information technology experience).

A variety of perspectives is needed in an audit committee to ensure ideas are fully debated and the group is aware of its strengths and weaknesses in various aspects of governance. Diversity of membership is a way of achieving a variety of perspectives. This means an audit committee needs a mix of experience levels, skill-sets, background experiences, and thinking styles. This can be achieved through demographic diversity, such as gender, ethnicity, education types, career and community experiences, and academic disciplines.

#### 7. Skills matrix

7.1 A drafted skills matrix for this role is attached to this report for your review and feedback. This will assist the panel by providing a comparison of skills outlined in the application form across all applicants in relation to the person specification.

#### 8. Procurement Panel

- The procurement panel will be tasked with evaluating the expressions of interest, conducting interviews, and selecting a preferred candidate.
- The panel will review the interview questions and evaluation guide following the close of expressions of interest.
- 8.3 Members of the panel will be required to declare any perceived or actual conflict of interest with any applicant, to ensure appropriate management plans are developed and in place.
- 8.4 The panel shall consist of the four committee chairpersons and one member of management who holds adequate contractual/financial delegation.

### 9. Contract negotiation

9.1 A short form agreement for consultant engagement (attached template) will be completed with the successful applicant. Fees and payment will be negotiated at this point.

### 10. Handover and Onboarding

10.1 A handover and onboarding process will be developed and reported to Council at either the September or October meeting prior to the contract start date of 1 November 2023.

#### **Attachments**

- 1. Draft Advertisement for Expressions of Interest ARC Chairperson June 2023
- 2. Draft Person Specification ARC Chairperson June 2023
- 31. Draft Skills Matrix ARC Chairperson Applicant Assessment blank
- 41. Template Short Form of Agreement for Engagement with Contractors September 2022



Advertisement for Expressions of Interest

#### Audit and Risk Committee - Independent Chairperson

Tararua District Council is seeking expressions of interest from suitably experienced candidates to be Chairperson of its Audit and Risk Committee.

This role will work with elected members to fulfil the purpose of the Audit and Risk committee and governance duties in relation to risk management, internal controls and financial reports, as detailed in the committee terms of reference.

The purpose of the Audit and Risk Committee is to assist the Council to discharge its responsibilities to exercise due care, diligence and skills in relation to the oversight of:

- 1. The robustness of the internal control framework and financial management practices
- 2. The integrity and appropriateness of internal and external reporting and accountability arrangements
- 3. The robustness of risk management systems, processes and practices
- 4. Monitoring sector best practice and guidance in relation to audit and risk matters

The person specification outlining the required skills, abilities and experience for an Independent Chairperson is attached. Your application should include an outline the skills, abilities and experience you have relating to the person specification.

This paid appointment is for an initial 3-year period commencing in November 2023 with four quarterly meetings per year, and agenda setting meetings one month prior to each quarterly meeting. There is also the expectation to attend relevant workshops (not more than three per calendar year) and a bi-monthly one hour CE briefing, as a minimum.

Questions on the role of the Audit and Risk Committee and its membership should be directed to the Council's Senior Responsible Officer, Group Manager – People & Capability, Sandy Lowe via email <a href="mailto:sandy.lowe@tararuadc.govt.nz">mailto:sandy.lowe@tararuadc.govt.nz</a>

Expressions of interest in this role should be made by 5.00pm Friday 18 August 2023 using the attached self-assessment and sent via email to the Human Resources Team, <a href="mailto:hr@tararuadc.govt.nz">hr@tararuadc.govt.nz</a>



#### **Person Specification**

#### Audit and Risk Committee - Independent Chairperson

The Independent Chairperson to the Audit and Risk Committee should have the following experience:

- Broad governance experience
- Familiarity with risk management disciplines (identification, assessment and management)
- Understanding of internal control and assurance frameworks
- · Understanding of the roles of internal and external audit
- · Familiarity with financial reporting and analysis from a risk perspective

It would be beneficial for the chairperson to have experience or understanding of the Local Government Act 2002 (LGA) and Local Government Official Information and Meetings Act 1987 (LGOIMA)

#### **Skills and Abilities**

The Independent Chairperson is appointed on the basis that they can contribute strengths to the skills, knowledge and experience required to achieve the purpose of the Audit and Risk Committee.

It is desirable that the Independent Member possesses the following skills and abilities:

- Experience of audit and risk governance processes
- Functional knowledge in areas such as governance including planning, reporting and oversight, business operations, and health and safety
- A working knowledge of Audit Committee practices and risk management frameworks
- Consciousness of risk and the ability to identify and direct management to manage likely risks including ensuring that appropriate risk strategies are in place, which takes into account the risk appetite of Council
- Intellectual curiosity (inquiring, challenging and testing assumptions)
- A capacity to form independent judgements and a willingness to constructively challenge/question management practices and information
- Ability to focus on the vision, strategic objectives and priorities when supporting or making decisions
- A professional and ethical approach to the conduct of their duties and the capacity to devote the necessary time and effort to the responsibilities as an Independent Member of the Audit and Risk Committee
- In addition, an Independent Chair should possess leadership qualities and the ability to
  promote effective working relationships and to ensure meeting protocols in accordance with
  the Local Government Information and Meetings Act (LGOIMA) are adhered to.
- An ability to recognise, acknowledge and manage potential conflicts of interest as a
  consequence of their expertise and experience, between the independent member's duties
  to the committee and his or her other personal or work interests (or the duties and interests
  of others).

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	person - Applicant Assessment ently identified to 5 where skills/attributes	have been superbly r	eferenced			
	EOI Applicant					
	Location					
Experience	Audit and risk governance					
Experience	Local Government					
	Directorships					
	Qualifications					
Technical skills/background						
recimical skinsy background	Audit					
	Legal					
	Internal controls/compliance					
	Finance					
	Health and Safety					
	Business operations					
	Management					
	Professional registration (IoD, etc)					
Governance Competencies	Director medium organisation (1099					
	employees)					
	Director large organisation (100+					
	employees)					
	Financial literacy					
	Strategic thinking/planning from a					
	governance perspective					
	Subtotal					
	Audit and Risk Committee Experience					
	Committee Chair Experience (any)					
Notes/Comments						
,						
Any potential conflicts of int	erest					
		_1	_1	1	1	1

SHORT FORM AGREEMENT FOR CONS	SULTANT ENGAGEMENT				
BETWEEN: (CLIENT)					
And: (consultant)					
Collectively referred to herein as the "Parties" and individually	as a "Party"				
PROJECT: LOCATION	:				
SCOPE & NATURE OF THE SERVICES:					
PROGRAMME FOR THE SERVICES:					
FEES & TIMING OF PAYMENTS:					
INFORMATION OR SERVICES TO BE PROVIDED BY THE CLIENT:					

The Client engages the Consultant to provide the Services described above and the Consultant agrees to perform the Services for the remuneration provided above. Both Parties agree to be bound by the provision of the Short Form Model Conditions of Engagement (overleaf), including clauses 2, 11 and 12 and any variations noted below. Once signed, this agreement, together with the conditions overleaf and any attachments, will replace all or any oral agreement previously reached between the Parties.

VARIATIONS TO THE SHORT FORM MODEL CONDITIONS OF ENGAGEMENT (OVERLEAF):

- 21.a The Client and Consultant each agree not to use or disclose the other Party's Confidential Information to any person or organisation other than:
  - to the extent that use or disclosure is necessary for the purposes of providing or using the Services;

  - ii) if the other Party gives prior written approval to the use or disclosure; iii) if the use or disclosure is required by law including under the Official Information Act 1982, Local Government Official Information and Meetings Act 1987 or any other regulation, rule or policy that is binding on that Party; or
  - iv) if the information has already become public, other than through a breach of the obligation of confidentiality by one of the Parties.
- Each Party will ensure that its Personnel:
  - are aware of the confidentiality obligations in this Short Form Agreement; and
  - do not use or disclose any of the other Party's Confidential Information except as allowed by this Short Form Agreement.
- - put in place and maintain adequate security measures to safeguard the other Party's Confidential Information from unauthorised access or use by third parties;
  - notify the other Party if it becomes aware of any suspected or actual unauthorised use, copying or disclosure of the other Party's Confidential Information; and
  - comply with any reasonable direction of the other Party in relation to any suspected or actual breach of the obligations in this Short Form Agreement.
- For the purpose of this clause 5, Confidential Information is information, including data and personal information, that: d.
  - is by its nature confidential;
  - is marked by either Party as 'confidential', 'in confidence', 'restricted' or 'commercial in confidence'; is provided by either Party or a third party 'in confidence'; or

  - iv) either Party knows or ought to know is confidential.
- [This clause is optional] Publicity, and reputation and [third party] relationships: The Consultant acknowledges that its activities may affect the goodwill and reputation of the Council, as well as Council's relationships with stakeholders and accordingly:
  - Disrepute: The Consultant must not do anything which brings, or would be likely to bring, the Council into disrepute;
  - Public communication: Other than as expressly provided for elsewhere in the Contract, the Consultant shall not make, be involved in or permit any public communications (including statements, interviews, media coverage) concerning this Contract, the Services or the Council without the Council's prior written consent; and
  - iii) Notice: The Consultant shall immediately alert the Council to any potential media or publicity issues it becomes aware of;
  - Relationships: The Consultant must not do anything which damages, or would be likely to damage, relationships which







Page 1

# 11.5 Procurement Process for Independent Chairperson Audit and Risk Committee Attachment 4 Template - Short Form of Agreement for Engagement with Contractors - September 2022

Council noias with key stakeholaers.

#### 22. [This clause is optional, in or out – is the contractor/consultant accessing TDC computers or systems]

This Agreement shall be read in conjunction with the Client's ICT Acceptable Use Policy.

- 23. The Consultant must try to ensure that conflicts of interest do not arise, and notify the Client immediately in writing if it is thought that a conflict of interest may arise or has arisen. Where a conflict of interest is identified and the Client has given informed consent, the Consultant must establish structures and practices which:
  - ensure that the conflict is avoided in practice; or
  - if avoidance is not practicable, ensure that the effects of conflict are minimised.

In either situation, the Consultant must inform the Client of the structures and practices that have been established.

24. No amendment to this Agreement shall be effective unless it is in writing and signed by both Parties.

CLIENT AUTHORISED SIGNATORY (IES):	Consultants Authorised Signatory (ies):	
PRINT NAME:	PRINT NAME:	
DATE:	DATE:	







Page 2

#### SHORT FORM MODEL CONDITIONS OF ENGAGEMENT

- 1. The Consultant shall perform the Services as described and in the attached documents.
- 2. The Client and the Consultant agree that where all or any of, the Services are acquired for the purposes of a business the provisions of the Consumer Guarantees Act 1993 are excluded in relation to those Services. However, nothing in this Agreement shall restrict, negate, modify or limit any of the Client's rights under the Consumer Guarantees Act 1993 where the Services acquired are of a kind ordinarily acquired for personal, domestic or household use or consumption and the Client is not acquiring the Services for the purpose of a business.
- 3. In providing the Services the Consultant must use the degree of skill, care and diligence reasonably expected of a professional consultant providing services similar to the Services.
- 4. The Client shall provide to the Consultant, free of cost, as soon as practicable following any request for information, all information in the Client's power to obtain which may relate to the Services. The Consultant shall not, without the Client's prior consent, use information provided by the Client for purposes unrelated to the Services. In providing the information to the Consultant, the Client shall ensure compliance with the Copyright Act 1994 and shall identify any proprietary rights that any other person may have in any information provided.
- As soon as either Party becomes aware of anything that will materially affect the scope or timing of the Services, the Party must notify the
  other Party in writing and where the Consultant considers a direction from the Client or any other circumstance is a variation the Consultant
  shall notify the Client accordingly.
- 6. The Client may order variations to the Services in writing or may request the Consultant to submit proposals for variations to the Services.
- 7. The Client shall pay the Consultant for the Services the fees and expenses at the times and in the manner set out in the attached documents. Where this Agreement has been entered by an agent (or a person purporting to act as agent) on behalf of the Client, the agent and Client shall be jointly and severally liable for payment of all fees and expenses due to the Consultant under this Agreement.
- 8. All amounts payable by the Client shall be due on the 20th of the month following the month of issue of each GST Invoice or at such other timing as stated elsewhere in this Agreement. If the Client fails to make the payment that is due and payable and that default continues for 14 days, the Consultant may provide written notice to the Client specifying the default and requiring payment within 7 days from the date of the notice. Unless payment has been made by the Client in full, the Consultant may suspend performance of the Services any time after expiration of the notice period. The Consultant must promptly lift the suspension after the Client has made the payment. Regardless of whether or not the Consultant suspends the performance of the Services in accordance with this clause, the Consultant may charge interest on overdue amounts from the date payment falls due to the date of payment at the rate of the Consultant's overdraft rate plus 2% and in addition the costs of any actions taken by the Consultant to recover the debt.
- 9. Where the nature of the Services is such that it is covered by the Construction Contracts Act 2002 (CCA) and the Consultant has issued a payment claim in accordance with the CCA, the provisions of the CCA shall apply. In all other cases, if the Client, acting reasonably, disputes an invoice, or part of an invoice, the Client must promptly give the reasons for withholding the disputed amount and pay any undisputed amount in accordance with clause 8.
- 10. Where Services are carried out on a time charge basis, the Consultant may purchase such incidental goods and/or Services as are reasonably required for the Consultant to perform the Services. The cost of obtaining such incidental goods and/or Services shall be payable by the Client. The Consultant shall maintain records which clearly identify time and expenses incurred.
- 11. Where the Consultant breaches this Agreement, the Consultant is liable to the Client for reasonably foreseeable claims, damages, liabilities, losses or expenses caused directly by the breach. The Consultant shall not be liable to the Client under this Agreement for the Client's indirect, consequential or special loss, or loss of profit, however arising, whether under contract, in tort or otherwise.
- 12. The maximum aggregate amount payable, whether in contract, tort or otherwise, in relation to claims, damages, liabilities, losses or expenses, shall be five times the fee (exclusive of GST and disbursements) with a minimum of \$100,000 and a maximum limit of \$NZ500,000.
- 13. Without limiting any defences a Party may have under the Limitation Act 2010, neither Party shall be considered liable for any loss or damage resulting from any occurrence unless a claim is formally made on a Party within six years from completion of the Services.
- 14. The Consultant shall take out and maintain for the duration of the Services a policy of Professional Indemnity insurance for the amount of liability under clause 12. The Consultant undertakes to use all reasonable endeavours to maintain a similar policy of insurance for six years after the completion of the Services.
- 15. If either Party is found liable to the other (whether in contract, tort or otherwise), and the claiming Party and/or a Third Party has contributed to the loss or damage, the liable Party shall only be liable to the proportional extent of its own contribution.
- 16. Intellectual property prepared or created by the Consultant in carrying out the Services, and provided to the Client as a deliverable, ("New Intellectual Property") shall be jointly owned by the Client and the Consultant. The Client and Consultant hereby grant to the other an unrestricted royalty-free license in perpetuity to copy or use New Intellectual Property. The Clients' rights in relation to this New Intellectual Property are conditional upon the Client having paid all amounts due and owing to the Consultant in accordance with clauses 7 and 8. Intellectual property owned by a Party prior to the commencement of this Agreement (Pre-existing Intellectual Property) and intellectual property created by a Party independently of this Agreement remains the property of that Party. The Consultant accepts no liability for the use of New Intellectual Property or Pre-existing Intellectual Property other than to the extent reasonably required for the intended purposes.
- 17. The Consultant has not and will not assume any duty imposed on the Client pursuant to the Health and Safety at Work Act 2015 ("the Act") in connection with the Agreement.
- 18. The Client may suspend all or part of the Services by notice to the Consultant who shall immediately make arrangements to stop the Services and minimise further expenditure. The Client and the Consultant may (in the event the other Party is in material default that has not been remedied within 14 days of receiving the other Party's notice of breach) either suspend or terminate the Agreement by notice to the other Party. If the suspension has not been lifted after two months the Consultant has the right to terminate the Agreement and claim reasonable costs as a result of the suspension. Suspension or termination shall not prejudice or affect the accrued rights or claims and liabilities of the Parties.
- 19. The Parties shall attempt in good faith to settle any dispute themselves but failing that by mediation.
- 20. This Agreement is governed by the New Zealand law, the New Zealand courts have jurisdiction in respect of this Agreement, and all amounts are payable in New Zealand dollars.







Page 3



# Report

Date : 23 June 2023

To : Mayor and Councillors

Tararua District Council

From : Angela Rule

Policy and Planning Advisor

Subject : Long Term Plan Update

Item No : **11.6** 

### 1. Recommendation

1.1 That the report from the Policy and Planning Advisor dated 20 June 2023 concerning the Long Term Plan Update be received.

# 2. Reason for the Report

2.1 To provide an update of the progress through the Long Term Plan process to date.

# 3. Workshops

Including the workshop held on 20 June 2023, 8 workshops have been held covering the following topics:

- Vision, mission, outcomes, objectives.
- Environment Scan
- Levels of Service (current LTP activities and performance explained.
- Engagement topics and plan
- Revenue and Finance Policy
- One community group has presented their major project

# 4. Decisions

4.1 See the attached strategic structure.

# 5. What's Next?

- 5.1 Finalise engagement plan and conduct engagement
- 5.2 Introduce and discuss corporate assumptions.
- 5.3 Introduce and discuss Asset Management Policy
- 5.4 Introduce and discuss Treasury Risk Management Policy
- 5.5 Introduce and discuss Financial Strategy
- 5.6 Introduce, discuss and finalise projects decision matrix.
- 5.7 Introduce and discuss Infrastructure Strategy
- 5.8 Introduce and discuss Transport Asset Management Plan
- 5.9 Introduce and discuss Insurance Strategy
- 5.10 Introduce and discuss Significance and Engagement Policy

# **Attachments**

Nil.



# **Report**

Date : 23 June 2023

To : Mayor and Councillors

Tararua District Council

From : Allie Dunn

Manager Democracy Services

Subject : Remits to Local Government New Zealand Annual General

Meeting 2023

Item No : **11.7** 

### 1. Recommendation

- 1.1 That the report from the Manager Democracy Services dated 16 June 2023 concerning the Remits to Local Government New Zealand Annual General Meeting 2023 be received.
- 1.2 That the Council:
- 1.2.1 Supports / Does not support the remit on Allocation of Risk and Liability in the Building Sector
- 1.2.2 Supports / Does not support the remit on Rates Rebate
- 1.2.3 Supports / Does not support the remit on Roading / Transport Maintenance Funding
- 1.2.4 Supports / Does not support the remit on Local Election Accessibility
- 1.2.5 Supports / Does not support the remit on Ability for Co-Chairs at Formal Meetings
- 1.2.6 Supports / Does not support the remit on Parking Infringement Penalties
- 1.2.7 Supports / Does not support the remit on Rural and Regional Public Transport
- 1.2.8 Supports / Does not support the remit on Establishing Resolution Service
- 1.2.9 Supports / Does not support the remit on Earthquake Prone Buildings
- 1.2.10 Supports / Does not support the remit on KiwiSaver Contributions for Elected Members
- 1.2.11 Supports / Does not support the remit on Audit New Zealand Fees

# 2. Reason for the Report

2.1 To determine Council's position on the Local Government New Zealand Annual General Meeting 2023 remits, to provide guidance to the Council's presiding delegate.

# 3. Background

- In July 2023 in Christchurch, Local Government New Zealand will hold their Annual General Meeting (AGM). As part of the AGM, the meeting will consider eleven remits. Tararua District Council will be required to cast a vote in support, or not, for each remit. The vote is cast by the Council's presiding delegate and the number of votes for each Council is somewhat proportional to size.
- 3.2 At its May 2023 meeting, the Tararua District Council appointed Her Worship the Mayor as its presiding delegate at the AGM, with Councillors Naioma Chase and Scott Gilmore appointed as alternate delegates.

This report seeks to establish the formal position of Council on each remit to guide the Council's presiding delegate at the AGM in exercising their vote.

# 4. Discussion and Options Considered

4.1 A summary of the remits is presented in the following table, and full copy appended to this report:

• No.	•	Remit Summary
• 1	•	Allocation of Risk and Liability in the Building Sector  That LGNZ:  Engage directly with the Minister for Building and Construction to advocate for a change to the current joint and several liability framework, including examination of the MBIE policy position statement Risk, Liability and Insurance in the Building Sector.  Make the case for alternatives and changes to joint and several liability through updating policy advice and engaging with industry groups.  Proposed by: Queenstown-Lakes District Council Supported by: LGNZ Metro Sector
• 2	•	Rates Rebate  That LGNZ advocate to Central Government to: Raise the income threshold for rates rebate eligibility to enable more low and fixed income property owners access to the rebate  Adjust the rebate amount in line with inflation and the cost of living Investigate options to make rates rebates more accessible for residents by implementing an income data sharing process similar to that of Horowhenua District Council and Levin MSD office. This will enable Councils to obtain benefit income on behalf of the ratepayer and make it easier to apply for the rates rebate Investigate options for data sharing between Councils, Internal Affairs and Ministry of Social Development to proactively identify households that qualify for a rates rebate rather than waiting for people to apply.  Proposed by: Horowhenua District Council Supported by: LGNZ Zone Three
• 3	•	Roading / Transport Maintenance Funding  That LGNZ:

# No. • Remit Summary Publicly lobby all political parties to increase Crown funding for state highway and local road maintenance budgets. • Consider and pursue other avenues including the Office of the Auditor General to seek resolution of the issues facing the country in relation to the systemic rundown of our national roading infrastructure. Proposed by: New Plymouth District Council Supported by: Kāpiti Coast District Council, Whanganui District Council, Palmerston North City Council, Grey District Council, Waipā District Council, Matamata-Piako District Council, Rotorua Lakes Council, Thames-Coromandel District Council, Masterton District Council, Whakātane District Council, Far North District Council, South Taranaki District Council, Rangitīkei District Council, Tasman District Council, Wairoa District Council, Waimakariri District Council, South Waikato District Council, Kaikōura District Council, Waikato District Council, Hamilton City Council, Mackenzie District Council, Central Hawke's Bay District Council 4 Local election accessibility That LGNZ ensure Local Government Elections are fully accessible by advocating to central government to make local government candidates eligible for the Election Access Fund. Proposed by: Whangārei District Council Supported by: LGNZ Zone 1 5 Ability for co-chairs at formal meetings That LGNZ explores and promotes options that enable councils to make greater use of co-chair arrangements for standing committees, joint committees and sub committees. Proposed by: Northland Regional Council Supported by: LGNZ Zone 1 6 Parking infringement penalties That LGNZ advocate to central government to enable councils to determine penalties for parking infringements. Proposed by: Whangārei District Council Supported by: LGNZ Zone 1 7 **Rural and Regional Public Transport** That LGNZ: Acknowledges the Government stated support for a major uplift in all urban bus networks nationwide under New Zealand's first emission reduction plan.

•	No.	Remit Summary
		<ul> <li>Calls on the Government and opposition parties to commit to increasing investment in public transport for rural and regional communities to support access to essential services and amenities, vibrant rural communities and just transition to a low emission transport system.</li> </ul>
		<ul> <li>Proposed by: Waikato Regional Council</li> <li>Supported by: Zone 2 Meeting May 2023. Remit discussed and received unanimous support.</li> </ul>
•	8	Establishing Resolution Service
		<ul> <li>That LGNZ:</li> <li>Investigates the creation of an LGNZ independent, national process to handle complaints or concerns, ensuring fairness, protection, and accountability in local government.</li> <li>Works with the Local Government Commission4 to implement findings from its September 2021 Report – Local Government Codes of Conduct</li> </ul>
		<ul> <li>Proposed by: Hutt City Council &amp; YEM</li> <li>Supported by: Invercargill City Council, Far North District Council, Hauraki District Council, Central Otago District Council, Hutt City Council, Selwyn District Council, Porirua City Council</li> </ul>
•	9	Earthquake Prone Buildings
		• That LGNZ investigate and report to members on ways to help councils and communities that are struggling with the time frames in the Earthquake Prone Building (EPB) sections of the Building Act and council policies pertaining to Priority Thoroughfares.
		<ul> <li>Proposed by: Manawatū District Council</li> <li>Supported by: LGNZ Zone 3</li> </ul>
•	10	KiwiSaver Contributions for Elected Members
		• That LGNZ ask the Government to amend the law to enable councils to make contributions to an elected members' KiwiSaver scheme.
		<ul> <li>Proposed by: Hamilton City Council &amp; promoted by CBEC</li> <li>Supported by: Queenstown Lakes District Council, Palmerston North City Council, New Plymouth District Council, Kāpiti Coast District Council. Far North District Council</li> </ul>
•	11	Audit New Zealand Fees
		That LGNZ calls on central government to take action to reduce council audit fees by:

# No. • Remit Summary• revisiting the s

- revisiting the scope and requirements of reporting and auditing on councils
- conducting a review on the practice of audit in councils and work on best practice guidance to streamline this process
- This review should examine whether the reporting and audit requirements of councils are consistent with the level of reporting and audit that is required of other public entities.
- Proposed by: Whanganui District Council
- Supported by: New Plymouth District Council, Horizons Regional Council, Palmerston North City Council, Stratford District Council, Selwyn District Council

4.2 For each remit the Council has the option of supporting or not supporting the remit. The presiding delegate has been appointed by Council to vote on behalf of the Tararua District Council, and the guidance provided by Council will assist them in exercising their vote at the AGM.

# 5. Community Engagement

**5.1** There are no community engagement requirements associated with this report.

# 6. Financial Implications

**6.1** There are no direct financial implications related to this report.

# 7. Statutory Requirements

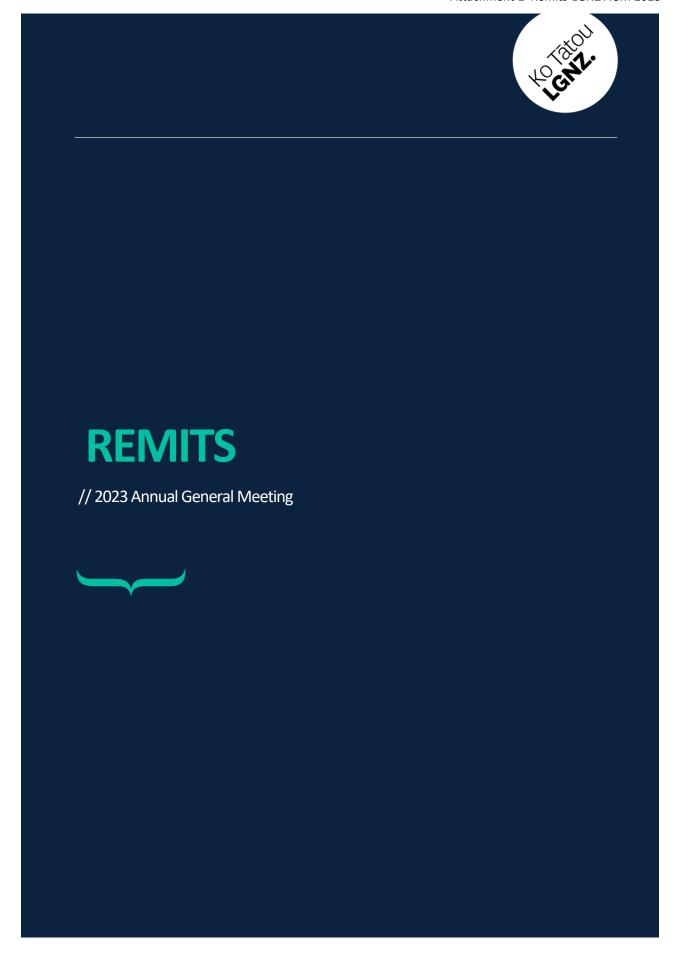
**7.1** There are no statutory requirements related to this report.

### 8. Conclusion

**8.1** The Tararua District Council needs to decide if it supports, or does not support, each of the eleven remits. This will provide direction to the presiding delegate as guidance for exercising the power to vote on behalf of the Council.

#### **Attachments**

1₫. Remits-LGNZ AGM 2023



Attachment 1 Remits-LGNZ AGM 2023
Please note that this document is not the full set of papers for this year's AGM. It just includes the
remits going forward to the AGM so members can decide how they will vote on them. The full set of
AGM papers will be shared no later than 10 working days before the AGM.
2

11.7 Remits to Local Government New Zealand Annual General Meeting 2023

# Allocation of risk and liability in the building sector

Remit: That LGNZ:

- Engage directly with the Minister for Building and Construction to advocate for a change to the current joint and several liability framework, including examination of the MBIE policy position statement Risk, Liability and Insurance in the Building Sector.
- Make the case for alternatives and changes to joint and several liability through updating
  policy advice and engaging with industry groups.

**Proposed by:** Queenstown-Lakes District Council

Supported by: LGNZ Metro Sector

# Why is this remit important?

This remit is important because the current joint and several liability approach to building defects sees councils/Building Consent Authorities (BCAs) often being the only party left to compensate homeowners, known as the 'last party standing'.

Ratepayers are therefore bearing a disproportionate burden, affecting the ability of councils throughout Aotearoa New Zealand to carry out core services. Councils are having to borrow money to pay for significant claims to cover the failures of other parties because they are the last party standing, reducing their ability to invest in other council services (e.g. infrastructure, community services etc). There is a presumption in the current system that ratepayers are able to bear these costs that is not tenable.

# **Background and Context**

### What has caused this issue?

When there are claims by property owners relating to weather tightness and other building defects, the existing joint and several liability rule places the risk of insolvency or lack of insurance of one party onto other parties. This arbitrarily increases the liability of remaining parties (defendants) above their proportionate responsibility.

It is Queenstown Lakes District Council's (QLDC) position that requiring ratepayers to pay compensation where defendants are missing is unjust. QLDC is not unsympathetic to the need for losses to be recovered, but risk management is a shared responsibility. It is important that all participants in the system have clear accountabilities and not be able to escape their share of responsibility by ceasing to operate or liquidating.

Weather tightness and other building defect claims are a national problem.

The joint and several liability system has significant impacts including:

 Rates increases. The settlement of large defective building claims has led to higher borrowing and interest costs for QLDC. The annual cost of the borrowing required to fund the settlements made in the past two years is \$5.3M and the increase in interest costs for

- 2. 2023-24 is \$4.4M, which has a rates effect of 4.03% for the year. The legal and financial challenges facing councils from these claims are ongoing and more costs can be anticipated in the future; it is not an issue that is diminishing.
- Reduced ability to invest in community development. The subsequent effects of funding legal claims through the joint and several liability system include a loss in borrowing capacity, that could result in the reduction of investment in community assets such as parks, libraries, performing arts and recreation facilities.
- 4. A more cautious and demanding building consent function. The risk of being left liable has a negative impact on BCA performance and also creates higher compliance costs for the building sector. It also reduces willingness to consider non-standard solutions which potentially have a higher chance of failure. This negatively affects market performance and innovation that is vital in an era of climate adaptation.

#### **Proposed changes**

It is recommended that the liability framework should change to one of proportionate liability. This would reflect the roles and responsibilities of the parties involved and encourage those best placed to manage the risk (building practitioners) to actively manage it. This should be accompanied by a system of compulsory home warranty guarantee (that is effective) and/or insurance products. The homeowner interest would then be protected and there would no longer be an impediment to moving to proportional liability.

In the alternative, if the joint and several approach to liability remains, it is recommended that there should be a cap on BCA liability. A limit of 20% would be proportionate to the supervisory role BCAs perform under the Building Act 2004 and current apportionments underpinned by meaningful warranties and insurance (with a government underwrite if necessary) for residential properties and significant alterations.

#### What QLDC has already done to address this issue and bring about the proposed change

Alongside a vigorous defense of claims, QLDC is also advocating for a change to the process to address the inequitable outcomes of the current system for rate payers. It is doing this by advocating to central government, partnering with LGNZ in drafting submissions and discussion via the Metro Sector Mayors forum.

MBIE are currently reviewing the building consent process. They have refused to consider or address the impacts of the current liability settings. LGNZ (and QLDC reps in particular) have lobbied to broaden this scope, and the wider industry also seems sympathetic. It is time to escalate the issue with central government beyond officials.

## How does this remit relate to LGNZ's current work programme?

LGNZ is engaged in the MBIE Review of the Building Consent System through submissions and participation on the Sector Reference Group but does not have a broader advocacy work programme of its own beyond this. And to date, LGNZ's advocacy to political leaders on the issue has been minimal.

Adopting this remit will give LGNZ a stronger and more specific mandate to progress this issue, particularly at the political level, which may assist with achieving greater traction given MBIE officials

have taken the position that the joint and several liability regime is outside the scope of building consent sector reform programmes.

# How will the proposing council help LGNZ to make progress on this remit?

This is an acute issue for QLDC, but it affects any council that has a BCA function. QLDC is committed to advocating for a change to the current regime, and continuing to work alongside LGNZ, providing policy and strategy support and expertise where needed.

# Is the remit relevant to local government as a whole?

Yes. This remit is about the BCA function of councils, which includes all unitary and territorial authorities.

# Is the remit of a major policy nature?

Yes. This remit deals with joint and several liability within the building sector.

#### **Rates Rebate**

Remit: That LGNZ advocate to Central Government to:

- Raise the income threshold for rates rebate eligibility to enable more low and fixed income property owners access to the rebate
- Adjust the rebate amount in line with inflation and the cost of living
- Investigate options to make rates rebates more accessible for residents by implementing an
  income data sharing process similar to that of Horowhenua District Council and Levin MSD
  office. This will enable Councils to obtain benefit income on behalf of the ratepayer and make
  it easier to apply for the rates rebate
- Investigate options for data sharing between Councils, Internal Affairs and Ministry of Social Development to proactively identify households that qualify for a rates rebate rather than waiting for people to apply.

**Proposed by:** Horowhenua District Council

Supported by: LGNZ Zone Three

## Why is this remit important?

Rates rebates are an important mechanism to assist low- and fixed-income ratepayers to pay their annual rates. In this cost of living crisis we are experiencing, more low and fixed income people are experiencing poverty and extreme hard times.

To support and assist all eligible ratepayers, the process should not be onerous, it should be streamlined, accessible and able to be carried out in a way where applicants' dignity is upheld.

## **Background and Context**

Available from the Department of Internal Affairs, a rates rebate is a partial rebate for eligible, low-income ratepayers who pay rates on their home to a Council.

The Rates Rebates Scheme provides a rebate for eligible applicants who need to apply each year and:

- Provide the total household income, before tax;
- Complete the rates rebate application form;
- If applicable, complete the retirement village or company-share declaration form; and
- Return their application to the relevant Council by 30 June each year.

To apply for the rebate, applicants must be:

- Living in their own home on 1 July of the current rating year
- Listed as the ratepayer in the Council's Rating Information Database (RID).

Looking to streamline the application process for a rates rebate, in 2022, Horowhenua District Council worked with the Levin Ministry of Social Development (MSD) office to implement a 'Rates Rebate MSD Wavier Form'. This form was designed to provide Council with customer income details to assist with the rates rebate application process. Once the form was signed by the property owner, it was lodged with MSD who then confirmed income details with Council. This removed the need for the applicant to travel to the MSD, as well Council, to provide proof of income, which can be a burden to the process and it made the process smarter and less time consuming.

As this is currently a process unique to the Horowhenua District Council and Levin MSD, it is proposed that this process and any income/data sharing initiatives be implemented into the application process country-wide.

It is also proposed that enhancements to data sharing between Councils, the Department of Internal Affairs and MSD be investigated with the aim of streamlining the process and ensuring that those who are eligible, receive the rebate, through using available incomes and rates information.

Further, it is proposed that the threshold for eligibility is lowered to enable more low- and fixed-income property owners access to the rebate. With high inflation and household costs rising over the past two years, more households are struggling including those on low and fixed incomes. An increase in the eligibility for a rates rebate, by lowering the income threshold would assist those who are potentially most vulnerable in our community.

# How does this remit relate to LGNZ's current work programme?

This remit is aimed at advancing a similar remit passed at the 2020 AGM:

"That LGNZ works with the Government to lift the level of rates rebates available for low- and fixedincome property owners – with yearly increases taking into account the cost for inputs into local government services."

LGNZ is still to make substantial progress on the 2020 remit.

# How will the proposing council help LGNZ to make progress on this remit?

A member of the Horowhenua District Council Executive Leadership Team and members of the Finance Team with rates rebates expertise are open to working with LGNZ to progress this work for the benefit of New Zealand's low-income ratepayers.

### Is the remit relevant to local government as a whole?

Yes.

# Is the remit of a major policy nature?

Yes: rates rebates are an important mechanism to assist low- and fixed-income ratepayers to pay their annual rates. Due to the cost-of-living crisis, more low- and fixed-income ratepayers are experiencing financial difficulty.

# **Roading/Transport Maintenance Funding**

#### Remit: That LGNZ:

- Publicly lobby all political parties to increase Crown funding for state highway and local road maintenance budgets.
- Consider and pursue other avenues including the Office of the Auditor General to seek
  resolution of the issues facing the country in relation to the systemic rundown of our national
  roading infrastructure.

Proposed by: New Plymouth District Council

Supported by: Kāpiti Coast District Council, Whanganui District Council, Palmerston North

City Council, Grey District Council, Waipā District Council, Matamata-Piako District Council, Rotorua Lakes Council, Thames-Coromandel District Council, Masterton District Council, Whakātane District Council, Far North District Council, South Taranaki District Council, Rangitīkei District Council, Tasman District Council, Wairoa District Council, Waimakariri District Council, South Waikato District Council, Kaikōura District Council, Waikato District Council, Hamilton City Council, Mackenzie District Council, Central Hawke's Bay

**District Council** 

# Why is this remit important?

The current state of national highways is unacceptable. Sufficient increase in funding is required to achieve a national average for remaining seal life of no less than 3.6 years (pre-2010 levels) across the state highway network. This needs to be done within the next 10 years, in partnership with councils, and with corresponding asset health improvements on local roads, to ensure the safety of all New Zealanders. Other avenues to seek resolution from include the Auditor-General, relevant Ministers and the Transport and Infrastructure Select Committee.

### **Background and Context**

Waka Kotahi's maintenance and renewal programme has clearly been insufficient to maintain asset health measured via the average remaining seal life. There are numerous media reports about the issues being faced across New Zealand.

Graph 1 (attached in Appendix #) shows the average remaining seal life of state highways by region. This information was obtained under the Official Information Act 1982 from Waka Kotahi. It shows the significant decline in the average seal life of state highways. Nationally, the average remaining life in 2010 was 3.6 years. In 2018 this declined to around 1.8 years and remains steady. However, at a regional level there are large discrepancies.

In 2010 every region had an average remaining life of between 2.9 and 4.4 years (a range of 1.5 years difference). By 2023 the range was from -0.6 to 3.3 years (a range of 3.9 years) with four regions having a seal age of less than one year, including Hawke's Bay which recorded its seventh year with an average of less than zero.

The issue nationally is predominantly with chipseal roads rather than asphalt mix, with some exceptions. In 2023, across chipseal roads, five regions have an average remaining life of less than one year, with Hawke's Bay's roads again below zero. Within asphalt roads, Southland set an unfortunate record with an average remaining life of -2.5 years. Graph 2 (attached) shows the average remaining life of different surface types by region today.

Last year LGNZ commissioned Infometrics to undertake a report into trends in road transport funding<sup>1</sup>. That report noted that funding for roads per kilometre travelled only increased by 0.8% p/a in the five years to 2021, whilst construction costs increased 1.1% p/a in the same five years. That report ended its analysis in 2021. With considerable cost inflation over the past two years and decreased land transport revenue due to Covid, it is almost certain that the funding gap has grown even further. Inflation for Heavy and Civil Engineering Construction peaked at 15.1% pa in the September 2022 quarter<sup>2</sup>.

That increased funding gap to roads is likely to result in even further pressure on state highway maintenance and lifespans. The national stabilisation of the average remaining life of state highways may falter in the coming years, seeing further downward movement. Such a decrease will see more parts of the state highway network fail.

This year the Government is developing its next Government Policy Statement on Land Transport (the GPS). The GPS sets the funding buckets for Waka Kotahi. Influencing the development of the next GPS is one key way in which to ensure regional state highways do not continue to deteriorate. The Land Transport Management Act specifically states the Minister must regard the views of LGNZ. This remit therefore proposes a position for LGNZ.

## How does this remit relate to LGNZ's current work programme?

Following the commissioning of the Infometrics report, there is further work to be done to ensure New Zealand's roading infrastructure reaches an acceptable quality level. LGNZ need to have input into the development of the next GPS and undertake a much wider advocacy role by:

- Seeking further investigations from the Auditor-General on state highway maintenance and asset management practices. This will build on the 2020 investigation into the Network Outcomes Contracts<sup>3</sup> which highlighted poor performance measures for network performance.
- Meeting with relevant Ministers (including Transport, Infrastructure and Finance) on issues with the funding, renewals and asset management of state highways, to highlight the outlined issues.
- Meeting with the Transport and Infrastructure Select Committee and its members at appropriate times to highlight these issues, such as during the annual review of Waka Kotahi.

Progressing this remit would form part of LGNZ's existing, broader advocacy work on transport.

<sup>&</sup>lt;sup>1</sup> https://www.lgnz.co.nz/assets/PDFs/Analysing-trends-in-road-transport-funding-November-2022.pdf?vid=3

https://www.stats.govt.nz/information-releases/business-price-indexes-december-2022-quarter/

<sup>&</sup>lt;sup>3</sup> https://oag.parliament.nz/2020/nzta-contracts

# How will the proposing council help LGNZ to make progress on this remit?

New Plymouth District Council would be available in an advocacy/committee member capacity to provide input and feedback as LGNZ undertake the tasks outlined in this remit.

# Is the remit relevant to local government as a whole?

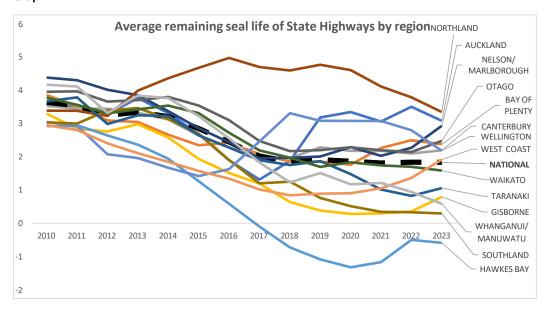
Yes. This remit is about addressing the rundown of our national roading infrastructure and increasing the funding available for the network as a whole. The 23 councils that supported it represent five out of six LGNZ zones, showing it's an issue across local government.

# Is the remit of a major policy nature?

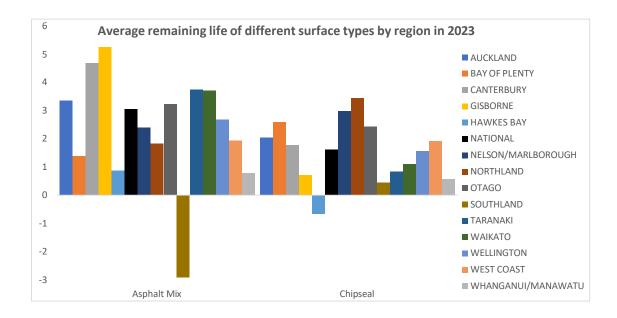
Yes. This remit deals with national funding and a large, system-wide issue that affects the safety of our roads for all New Zealanders.

# **Supporting Document**

Graph 1



Graph 2



# Local election accessibility

**Remit:** That LGNZ ensure Local Government Elections are fully accessible by advocating to central government to make local government candidates eligible for the Election Access Fund.

Proposed by: Whangārei District Council

Supported by: LGNZ Zone 1

### Why is this remit important?

This remit aims to ensure Local Government Elections are fully accessible to disabled people who decide to stand as a candidate.

This requires action as disabled people make up 25% of New Zealand's population, which makes it the largest minority group. Yet there is almost no representation of people with disabilities in both central and local government.

# **Background and Context**

Local government elections have been inaccessible to candidates with disabilities.

The Election Access Fund (the Fund) currently operates for disabled people who are standing for parliament in the general elections. At present, the Fund does not extend to disabled people standing for local elections.

The disability community tend to have lower disposable incomes than the rest of the population. This makes access to council positions extremely difficult. It is a non-accessible environment, and the general cost of campaigning and other council-associated expenses are prohibitive.

The Fund can be used to pay for disability related costs during selection or campaigning, such as, accessible transport to events or meetings, or New Zealand Sign Language Interpreters.

At the time of the establishment of the Fund, while there was extensive consultation with disability organisations, the disability community expressed deep disappointment that the fund was limited to general elections. The rationale for the exclusion is unclear.

There is no good reason for such exclusion, and it diminishes the principle of enabling disabled people to stand for political roles and undermines New Zealand's commitment to Article 29 of the United Nations' Convention on the Rights of Persons with Disabilities.

We know that representation is critical for creating change for any group of people. As the largest minority in New Zealand and in the world, disabled people lack political representation, which leads to poor outcomes.

Having a voice in local government provides a different lens on various issues and has the potential to make a significant difference to disabled people and the wider community.

Whangarei District Council feel that this remit is an obvious extension of a provision that is already in place at central government level.

# How does this remit relate to LGNZ's current work programme?

LGNZ's vision is to create the most active and inclusive local democracy in the world. Therefore this proposed remit fits squarely in the space of ensuring inclusive participation in local government. Progressing this work could form part of the work LGNZ is already doing to promote greater diversity, equity and inclusion in local government.

# How will the proposing council help LGNZ to make progress on this remit?

Whangārei District Council will support the implementation of the remit to ensure that local accessibility issues are addressed, to enable inclusivity throughout the local government election cycle.

Is the remit relevant to local government as a whole?

Yes.

Is the remit of a major policy nature?

Yes.

# **Supporting Document**



# **LGNZ Remit – Election Access Fund for Local Elections**

**Submission:** The Disability Advisory Group request that Whangarei District Council (alongside other Northland councils) supports and submits a remit to LGNZ for the Election Access Fund to be extended to local body elections.

Disabled people make up 25% of New Zealand's population, which makes it the largest minority group. Yet there is almost no representation in both central and local government.

It is important that people with lived experience of disability receive the support they need to run in both general and local body elections. Disabled people have a different lens to many issues and lack representation.

There is no reason why this access fund should not be applicable to local government elections. New Zealand ratified the United Nation Convention on the Rights of Persons with Disability (UNCRPD), in 2008. Article 29 of the Convention is Participation in political and public life. The fund is a direct response to that Article.

**Background**: The Election Access Fund currently operates for disabled people who are standing for parliament in the general elections. At present, this fund excludes disabled people standing for local elections.

"The purpose of the Fund is to reduce cost barriers faced by disabled people by covering disability-related costs which non-disabled candidates do not face. The Fund covers both seeking selection to be a candidate, and campaigning as a candidate. The Fund will enable the Commission to pay for additional costs that candidates incur because of their disability when organising and preparing to stand for Parliamentary elections.

The Fund does not cover local body elections."

Retrieved from the Electoral Commission website: elections.nz

The disability community tend to have lower disposable incomes than the rest of the population. This makes access to council positions extremely difficult. It is a non-accessible environment, and the general cost of campaigning and other council-associated expenses are prohibitive.

The Fund can be used to pay for disability related costs during selection or campaigning. For example, accessible transport to events or meetings, or New Zealand Sign Language Interpreters.

16

At the time of the establishment of the fund, while there was extensive consultation with disability organisations, the disability community expressed deep disappointment that the fund was limited to general elections. The rationale for the exclusion is unclear.

There is no good reason for such exclusion, and it diminishes the principle of enabling disabled people to stand for political roles and undermines NZ's commitment to Article 29 of the UNCRPD.

We know that representation is critical for creating change for any group of people. As the largest minority in NZ and in the world, disabled people lack political representation, which leads to poor outcomes. Northland elected members should also note that their region has the second highest rate of disability at 29% according to the 2013 Disability Stats (which is being conducted again this year).

Having a voice in local government provides a different lens on various issues and has the potential to make a significant difference to disabled people and the wider community.

# Ability for co-chairs at formal meetings

**Remit:** That LGNZ explores and promotes options that enable councils to make greater use of cochair arrangements for standing committees, joint committees and sub committees.

Proposed by: Northland Regional Council

**Supported by:** LGNZ Zone 1

# Why is this remit important?

There is currently a lack of clarity around what arrangements councils can adopt to enable co-chairs for standing committees, joint committees and sub-committees. This is despite growing emphasis on increasing diversity in our governing arrangements, including by the Future for Local Government Review. Enabling councils to easily appoint co-chairs is one way to increase diversity and inclusion by providing opportunities for under-represented groups, including Māori, to take a more active role in local governance. More clarity is needed for councils on how to adopt effective co-chairing arrangements.

# **Background and Context**

The Northland Regional Council (NRC), like many councils in New Zealand, has been continually looking at the different ways it can work effectively with its Te Tiriti o Waitangi partners. To deliver on that commitment it has established a number of joint committees and working parties, for example a Joint Climate Change Adaptation Committee. This committee was established in 2021 by the four Northland councils to ensure an effective, efficient, and equitable response to the impacts of climate change. The joint committee has 50/50 membership with each council appointing an elected member and an iwi/hapu representative. It believes that this committee would benefit from a co-chairing arrangement.

There is currently a lack of clarity around whether joint committees, standing committees and sub-committees can have co-chairs. Making it easier for councils to adopt co-chair arrangements would help to increase diversity and inclusion in local government decision-making.

Co-chair arrangements can also be a helpful way of building knowledge and skills amongst new elected members who may have little experience of local government – especially representatives from sectors of communities who are often under-represented, such as youth and migrant communities. Working alongside existing chairs can help to de-mystify council processes and support councils and communities to develop a more diverse and inclusive group of future leaders.

This remit would give LGNZ scope to explore current barriers to co-chair arrangements, find ways to overcome those barriers, and undertake work to support councils to make greater use of co-chair arrangements, for example providing guidance and/or sharing best practice examples.

# How does this remit relate to LGNZ's current work programme?

The particular issue the remit raises is not currently part of LGNZ's work programme. However, it aligns with two of LGNZ's goals: that more people value and participate in local government, and stronger Te Tiriti-based partnerships between local government and Māori. The remit also aligns with LGNZ's focus on increasing diversity and inclusion in local government, and the Future for Local Government Review's focus on increasing participation in local government. This remit proposes taking action that would enhance that existing work.

# How will the proposing council help LGNZ to make progress on this remit?

NRC would be advocates, alongside LGNZ, for any necessary changes in legislation required to provide the ability for Co-Chairs on council standing committees, joint committees and sub committees.

# Is the remit relevant to local government as a whole?

Yes

# Is the remit of a major policy nature?

Yes: the remit provides an option for increasing diverse and inclusive participation in council decision-making processes. This would also help to ensure local governance practice reflects the content and spirit of Te Tiriti o Waitangi.

# Parking infringement penalties

**Remit:** That LGNZ advocate to central government to enable councils to determine penalties for parking infringements.

Proposed by: Whangārei District Council

**Supported by:** LGNZ Zone 1

# Why is this remit important?

Currently penalties for parking infringements are set by legislation and are not appropriate for the cost of resourcing the infringements, nor set at a level that is appropriate for the infringement.

### **Background and Context**

Currently the Land Transport (Offences and Penalties) Regulations 1999, Schedule 1B Part 1 sets the amount for parking infringements and the Transport (Towage fees) Notice 20204 sets the towage fees.

Whangarei District Council is currently charging the allowable amounts under this legislation but is unable to recover actual public land towing costs from the vehicle owner.

This remit advocates for penalties to be able to be set at a local level so that they are appropriate to the costs, with particular focus on:

- ensuring that clearway towing fees allow councils to recover full costs associated with towing on clear ways, and
- allowing councils to consider increases to infringement fees for misuse of disability parking spaces.

# How does this remit relate to LGNZ's current work programme?

LGNZ is not currently working on this particular issue. However, this remit aligns with LGNZ's priority to campaign for greater local decision-making and localism, in that it advocates for councils setting parking infringement penalties at a local level that resonate with the local community - to ensure rate payers are not subsidising these activities and that those misusing services are contributing appropriately.

# How will the proposing council help LGNZ to make progress on this remit?

Whangārei District Council will support any proposed changes to the legislation that will allow for parking infringements to be set at a local level, and will also provide support if the preferred approach is to update legislation to ensure parking infringements are in line with current resourcing costs for these infringements.

# Is the remit relevant to local government as a whole?

Yes. This remit calls for legislative change to the Land Transport (Offences and Penalties) Regulations 1999 to allow all councils to determine penalties for parking infringements and towage fees appropriate to their local area.

# Is the remit of a major policy nature?

In part. This remit is calling for legislative change, but it is a relatively narrow request and we need to test members' level of interest further.

# Rural and regional public transport

#### Remit: That LGNZ:

- Acknowledges the Government stated support for a major uplift in all urban bus networks nationwide under New Zealand's first emission reduction plan.
- Calls on the Government and opposition parties to commit to increasing investment in public transport for rural and regional communities to support access to essential services and amenities, vibrant rural communities and just transition to a low emission transport system.

Proposed by: Waikato Regional Council

Supported by: Zone 2 Meeting May 2023. Remit discussed and received unanimous

support.

# Why is this remit important?

Improving public transport is both an opportunity to reduce transport emissions and support a just transition to a low emission economy by providing a cheap alternative to increasing costs of owning and running a conventionally fuelled car.

A lack of explicit support for rural and regional public transport services means these communities will be exposed to the wider suite of policy shifts supporting a transition to a low emission transport system, without any meaningful alternative transport options.

Many of New Zealand's rural and regional communities have high proportions of people on low and fixed incomes and for whom the financial or practical barriers to owning an electric vehicle will be too great.

Sustainable funding for these rural and regional public transport solutions will be important to provide rural and regional communities the confidence that they will not be left behind as New Zealand transitions to a low emission transport system.

## **Background and Context**

The Government's emission reduction plan (2022) and subsequent policy and transport funding opportunities including Climate Emission Reduction Fund opportunities, are targeted at optimising investment in terms of carbon emission reductions.

Meanwhile several policies that were specifically intended to support a just transition have been recently abandoned and investment signals for rural and regional public transport have been muted.

Investing in rural and regional public transport is a strategic and sustainable way to improve the quality of life and economic opportunities for people living outside urban areas. Rural and regional public transport can provide multiple benefits, such as:

- Access for people on fixed incomes: Many rural residents, especially the elderly,
  disabled, and low-income groups, do not have access to private vehicles or cannot afford
  to use them frequently. Public transport can offer them a more affordable and reliable
  way to access essential services, such as health care, education, shopping, and social
  activities. Public transport can also reduce their isolation and enhance their well-being.
- A just transition to a low carbon transport system: Public transport can help reduce
  greenhouse gas emissions and air pollution by shifting people away from using private
  cars. Public transport can also support the development of renewable energy sources,
  such as biofuels, solar, geothermal, and wind power, by providing the infrastructure and
  demand for them. Public transport can also contribute to climate change adaptation by
  improving the resilience of rural communities to extreme weather events and natural
  disasters.
- Support for local economies: Public transport can link people with essential services
  such as healthcare. Public transport can also be an important force in supporting local
  economies by connecting residents (especially non-drivers) with local businesses and job
  opportunities. Public transport can also attract tourists and visitors to rural areas,
  creating more income and employment opportunities.

It is important to note public transport does not just mean a 30-seater bus. Public transport authorities like the Waikato Regional Council are becoming increasingly innovative with the services they provide and support – be they community transport services or on-demand mini-bus services, the solutions being increasingly tailored to needs of local communities.

#### How does this remit relate to LGNZ's current work programme?

Transport affordability and accessibility is already a part of LGNZ's policy and advocacy work programme, but there's no current work to gain cross-party support for better public transport for rural and regional communities. Work to progress this remit could be integrated into LGNZ's broader transport advocacy work programme.

# How will the proposing council help LGNZ to make progress on this remit?

Waikato Regional Council did not specifically outline how it might work with LGNZ on progressing this remit in its application form but noted:

Many public transport authorities such as the Waikato Regional Council are already providing some rural and regional public transport services in the form of Total Mobility (subsidised taxi fares), support for community transport service providers, and some more traditional bus-based public transport.

These have been highly valued by those communities, providing many people with affordable access to essential services and amenities.

Demand for these services is growing, however the ability to afford the council or National Land Transport Fund shares is increasingly constrained.

#### Is the remit relevant to local government as a whole?

Yes. This remit is most relevant to rural and regional councils but aims to reduce New Zealand's transport emissions overall. Improved regional public transport will also benefit provincial and metropolitan councils.

#### Is the remit of a major policy nature?

Yes. This remit is dealing with public transport investment and a just transition to a low carbon transport system.

### // 08

#### **Establishing resolution service**

#### Remit: That LGNZ:

• Investigates the creation of an LGNZ independent, national process to handle complaints or concerns, ensuring fairness, protection, and accountability in local government.

 Works with the Local Government Commission<sup>4</sup> to implement findings from its September 2021 Report – Local Government Codes of Conduct<sup>5</sup>

Proposed by: Hutt City Council & YEM

Supported by: Invercargill City Council, Far North District Council, Hauraki District Council,

Central Otago District Council, Hutt City Council, Selwyn District Council,

Porirua District Council

#### Why is this remit important?

This remit is critically important as it addresses the pressing issue of a lack of a proportionate, flexible, responsive, and independent process/service for handling complaints and concerns in councils and escalating issues within local government.

#### **Background and Context**

The proposing and support councils and the Young Elected Members' Committee acknowledge that issues arise across local government that require a range of interventions – from education, mentoring, support, facilitation, mediation, inquiry, investigation, or review.

The absence of a national, standardised and independent process that triages complaints and concerns provides the right intervention for the issue, and managing escalation for complaints within local government has led to the pressing need for action. Currently, councils oversee their own problems on an ad-hoc basis, leaving many complaints unanswered and individuals hesitant to come forward. This lack of a clear and impartial process undermines transparency, accountability, and public trust in local government. It also fails to provide legal protection for complainants and increases the risk of defamation. The Code of Conduct inquiry is often very expensive and results in sanctions (if approved by a majority of Councillors in some cases) in what can only be called the "wet bus ticket".

The intense scrutiny placed on local body governance by the community emphasises the need for regular external support to drive positive change. Without such support, unresolved issues can

<sup>&</sup>lt;sup>4</sup> Referred to as LCG for the balance of this remit

<sup>&</sup>lt;sup>5</sup> Local Government Codes of Conduct/ Ngā tikanga whanonga Kāwanatanga ā-Rohe, Report to the Minister of Local Government, September 2021, Wellington report found here.

ultimately lead to the involvement of the DIA and the appointment of a commissioner, representing a worst-case scenario.

Relevant legislation, policy, or practice has not adequately addressed this issue, resulting in gaps and inconsistencies in handling complaints. Code of Conduct process enables the issue to be escalated to the Chief Executive. Informal conduct complaints are to be escalated to the Mayor, however if the Mayor is part of the problem this doesn't provide for a safe environment.

If a councillor is to escalate to a Code of Conduct complaint, often this results in a very public fight which also generally results in a public apology that doesn't really resolve anything.

It appears that where there is no national process or independent forum in which to take these issues, issues have been left to escalate or fester leading to governance breakdowns.

The absence of legal protection for complainants further exacerbates the problem, discouraging individuals from raising legitimate concerns.

We acknowledge that the process of investigation opens local government up to media scrutiny and often fails to protect the complainants coming forward. While this is keenly felt by the communities in which it is occurring, it also does a disservice to local democracy and local government generally.

Given the degree of intense community scrutiny on local body governance, regular and external support is often necessary to shift the dial.

Many terms of reference used to investigate complaints often fail to address the core issues comprehensively. Consequently, the necessary outcomes required to restore confidence in councils or individuals are not adequately addressed, resulting in slow progress and ongoing dissatisfaction.

By establishing a comprehensive framework that includes a complaints/issues/support/mediation forum and a tiered escalation process, this remit aims to promote fairness, protect complainants, restore public confidence, strengthen local democracy, and ensure timely and effective issue resolution as well as being cost effective for councils.

Taking action is crucial to uphold good governance, address grievances, and maintain the integrity of local government institutions.

#### How does this remit relate to LGNZ's current work programme?

While there have been some conversations about the need for a national service for addressing complaints about member conduct (including with central government), and LGNZ does provide support to councils, including on an "as requested" basis and by providing a model Code of Conduct at the start of each triennium, work to develop a national, independent process/service is not one of LGNZ's current work priorities.

Work on this remit would align with LGNZ's vision of New Zealand being the most active and inclusive local democracy in the world, and LGNZ's goal that more people value and participate in local government.

## How will the proposing council help LGNZ to make progress on this remit?

The proposing and supporting councils and Young Elected Members' Committee have all expressed a willingness to support LGNZ with work to progress this remit, including sharing relevant experience and assisting with engaging with Ministers, officials and the Local Government Commission.

#### Is the remit relevant to local government as a whole?

Yes.

#### Is the remit of a major policy nature?

Yes: At some stage, virtually all councils will have faced the issue of member misconduct. The tools currently available for dealing with such issues are widely seen as inadequate. There is a need for a proportionate, flexible, responsive, and independent process/service for handling complaints and concerns in councils and an approach that is consistent across all councils.

## // 09

#### Earthquake prone buildings

**Remit:** That LGNZ investigate and report to members on ways to help councils and communities that are struggling with the time frames in the Earthquake Prone Building (EPB) sections of the Building Act and council policies pertaining to Priority Thoroughfares.

Proposed by: Manawatū District Council

**Supported by:** LGNZ Zone 3

#### Why is this remit important?

Timeframes to strengthen or demolish earthquake prone buildings (EPBs) range from 50 years in low earthquake risk zones in New Zealand to 7.5 years in high-risk zones where councils have implemented Priority Thoroughfares. As the clock has been ticking for a while, that 7.5 years is already down to less than 5 years. These building owners have been issued notices under the Building Act to strengthen or demolish by a certain date.

While some strengthening has, and is taking place, it is clear that many EPBs will not be strengthened or redeveloped within the required short timeframes. These communities face the prospect of vacant sites, and worse still, abandoned buildings.

In many cases these EPBs have stood through many earthquakes for 70 - 140 years and they have considerable heritage value, but not necessarily with any real heritage protection, and they add positively to the character and aesthetic quality of towns and cities.

EPB owners have major concerns about what will happen in March 2028 when their 7.5 years is up, and other dates in other communities. In many cases they either can't afford to strengthen in the timeframe, or it is not currently financially viable to do so in the current commercial real estate marketplace. There are many cases where the property value is Land Value only, or Land Value less the cost of demolition. The buildings currently provide no added value to the value of the land.

This remit aims to address the timeframes of Priority Thoroughfares in particular, which were imposed as policy by councils, and which triggered the issuing of Building Act notices to strengthen or demolish by a certain date. The issuing of these notices seems to be more difficult to change than amending Priority Thoroughfare policies.

Manawatū District Council is concerned that town and city centres may be destroyed by legislative and policy decisions, rather than by an actual earthquake.

#### **Background and Context**

Some towns and cities with low commercial rents and low commercial property values are struggling with the financial viability and affordability of either earthquake strengthening or redeveloping within the short timeframes. These towns and cities have lower pedestrian counts, and therefore earthquakes are of lower risk to human life than in larger cities with higher rents and values, and where both strengthening and redeveloping is more viable.

The legislation gave no criteria in terms of pedestrian or traffic count for Priority Thoroughfares. It was left for councils to decide, and some councils implemented Priority Thoroughfares and some with similar town centres did not. Communities have building owners who are prepared to make progress with strengthening if a longer timeframe existed but are not prepared to commence strengthening knowing that they can't complete all of the work required within the short timeframe required. This is an unforeseen consequence of the short timeframes of the legislation and Priority Thoroughfare policies. Instead of the buildings becoming safer over time, the short timeframe has meant that no safety improvements are taking place in many cases.

An example of this is a prominent two-storey Hotel in Feilding, being a reasonably large Edwardian building built using unreinforced masonry, as are many of Feilding's EPBs. This is a most attractive building voted by the Manawatū community to be their favourite Feilding town centre building. The rent is circa \$70,000 P/A, and the cost to strengthen is circa \$2,000,000 with likely another \$2,000,000 required for renovation. The current use and rental doesn't justify the investment within 5 years. Another use or uses will be required to justify the investment and this will likely happen in the future, but such changes take time.

This remit hopes that compromise solutions, that remove the risk to human life in a timely manner, but in affordable and viable ways will be explored, such as extending the timeframe for strengthening lower-risk parts of buildings. The proposing council recognises that a range of options may be appropriate – including legislative and policy options – and so is keen that these are looked at.

Manawatū District Council has done a lot to help get EPBs strengthened. It has organised subsidised engineering reports through Heritage Equip, held seminars, sought advice, found a strengthening company that offers a fixed price package deal at a good price and without the need for occupants to vacate the building. Along with a few other councils Manawatū District Council has achieved a change in the regulations that lifted the financial threshold for relatively minor work before the full provisions of the Building Act are triggered. It has advocated to MPs from all political parties.

#### How does this remit relate to LGNZ's current work programme?

LGNZ is not currently actively working on this issue but has done work around EPB legislative and policy settings in the past. LGNZ has access to political parties, central government officials and other national stakeholder organisations that could help local government to make progress on this issue.

## How will the proposing council help LGNZ to make progress on this remit?

Several members of Manawatū District Council will assist in any way possible (including participating in working groups, providing case studies and practical examples and experience when engaging with political parties) and will continue with their own efforts and share any useful information.

#### Is the remit relevant to local government as a whole?

The problem of EPBs affects many councils and communities throughout New Zealand, and particularly those in high- and medium-risk earthquake zones. With less than five years to go for some councils, there is an urgent need to find a compromise solution.

Is the remit of a major policy nature?

Yes

## // 10

#### KiwiSaver contributions for elected members

**Remit:** That LGNZ ask the Government to amend the law to enable councils to make contributions to an elected members' KiwiSaver scheme.

Proposed by: Hamilton City Council & promoted by CBEC

Supported by: Queenstown Lakes District Council, Palmerston North City Council, New

Plymouth District Council, Kāpiti Coast District Council. Far North District

Council

#### Why is this remit important?

Currently, elected members are treated as independent contractors, with no entitlement to employer KiwiSaver contributions, or KiwiSaver deductions. This could be viewed as a disadvantage and a barrier to people standing for election, as the loss in KiwiSaver employer contributions can be in the tens of thousands by the time someone retires from public politics. This leaves elected members without employer contribution support for their retirements, which is provided to most other New Zealanders.

#### **Background and Context**

Currently, elected members are considered independent contractors, rather than employees of Council. As such, they are expected to set aside their own KiwiSaver contributions and do not receive any employer contribution.

Members of Parliament became eligible for KiwiSaver, but local government elected members are not. The Remuneration Authority Report on Members of Parliament Remuneration (July 2021) states 'MPs elected after 1992 are entitled to a superannuation subsidy contribution. The scheme can be KiwiSaver or registered retirement savings...'

Hamilton City Council is advocating for changes to the Employment Relations Act 2002 to allow KiwiSaver deductions to be taken from elected members' remuneration, and for employer contributions to be allocated.

The topic of elected member remuneration has been addressed in the draft report *He mata whāriki, he matawhanui,* prepared as part of the Review into the Future for Local Government, resulting in the key recommendations 17 and 18 as set out below:

- 17 That central and local government, in conjunction with the Remuneration Authority, review the criteria for setting elected member remuneration to recognise the increasing complexity of the role and enable a more diverse range of people to consider standing for election.
- 18 That local government develops a mandatory professional development and support programme for elected members; and local and central government develop a

shared executive professional development and secondment programme to achieve greater integration across the two sectors.

Hamilton City Council strongly believe that as a sector we should continue to advocate for changes to remuneration (such as those outlined above) to ensure local governance roles remain attractive.

#### How does this remit relate to LGNZ's current work programme?

This proposed remit aligns with LGNZ's strategy and policy priorities, including its vision that New Zealand is the most active and inclusive local democracy in the world, and its goal that more people value and participate in local government.

While the issue of KiwiSaver deductions and employer contributions has been highlighted in various submissions LGNZ has made in the past, there has been no official communication to the Minister of Local Government about the implications of elected members not being eligible for KiwiSaver deductions or employer contributions from councils.

## How will the proposing council help LGNZ to make progress on this remit?

Hamilton City Council will continue to advocate for these changes.

#### Is the remit relevant to local government as a whole?

Yes.

#### Is the remit of a major policy nature?

Yes: remuneration is a critical factor that citizens consider when deciding to stand or not for election.

# // 11 Audit NZ Fees

Remit: That LGNZ calls on central government to take action to reduce council audit fees by:

revisiting the scope and requirements of reporting and auditing on councils

• conducting a review on the practice of audit in councils and work on best practice guidance to streamline this process

This review should examine whether the reporting and audit requirements of councils are consistent with the level of reporting and audit that is required of other public entities.

Proposed by: Whanganui District Council

Supported by: New Plymouth District Council, Horizons Regional Council, Palmerston North

City Council, Stratford District Council, Selwyn District Council

#### Why is this remit important?

While reporting and audit requirements are important for transparency and accountability, the scope of them are constantly inflating as council work programmes and rates intakes increase over time. These costs are then passed back to the ratepayer during a cost-of-living crisis and with food and housing insecurity steadily increasing. The scale and content of reporting and auditing needs to be reviewed to ensure that they are being conducted efficiently, relate to information that is relevant to the community and to council fulfilling its statutory duties, and is not overly onerous on under-resourced councils.

#### **Background and Context**

Local authorities have significant reporting requirements under the Local Government Act 2002 (LGA). These include annual reports, which review financial and service performance for the preceding financial year, and Council-Controlled Organisation (CCO) reports, and audits of Long-Term Plans and Long-Term Plan amendments. In the interests of transparency and accuracy, these reports are required to be audited under the LGA.

The Auditor General is the auditor of all public entities and they determine who will audit specific organisations. Council audits are conducted by Audit New Zealand. We understand that some councils' CCOs have permission to seek other audit providers, but for the vast majority of councils Audit New Zealand is the only allowable provider.

Councils are legally required to conduct an audit but do not have the ability to choose between multiple organisations to conduct it, which prevents competition on cost. Further, there are barriers to the timing and efficiency of the annual audit due to only being able to use one provider. While Whanganui District Council (Council) agrees that the audit is a critical function that provides assurance on information contained within our reports, it questions whether the financial and staffing costs of audits are now exceeding the benefit provided to our communities.

Reporting and auditing are a key part of local democracy. Reporting is a necessary factor for transparency and accountability both to central government and to the communities that councils

serve. Audits ensure that the information being reported is full, accurate, and meets all its requirements under legislation.

Whanganui District Council is also aware of the technical difficulty of conducting audits. Even when conducted by organisations with extensive experience, auditing council financial reports involves working through a significant amount of financial information and highly technical analysis and close familiarity with the accounting standards financial reports are held to.

The amount of work needed to complete an audit also increases over time in line with the amount and complexity of information going into council reports. Councils have increasing expenditure and increasing workloads over time, both internally as a result of work undertaken on behalf of their communities, and externally as outside pressures such as economic conditions, legislation and pressing issues like housing require more direct local investment and management.

#### How does this remit relate to LGNZ's current work programme?

This is an issue for the entire sector, with many councils expressing concern over the extent of fees required for obligatory audits of our reporting. It aligns with responsiveness to the needs of local government by taking action on a mandatory cost that local government bodies have no control over.

Advocacy on this issue aligns with LGNZ's commitment to localism and championing local voice on issues that are having significant impact at the local level.

LGNZ is aware of members' concerns about audit fees and has been having a number of conversations with Audit New Zealand, the Minister and central government officials. However, this remit would add further weight to the importance of the issue.

# How will the proposing council help LGNZ to make progress on this remit?

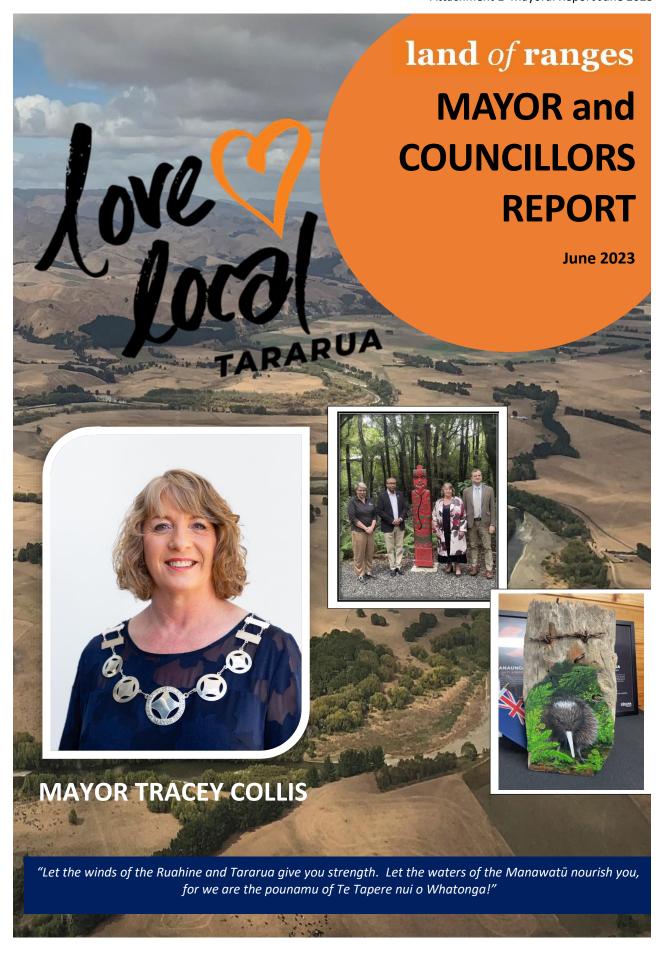
Whanganui District Council will submit on consultations run by either central government or LGNZ.

#### Is the remit relevant to local government as a whole?

Yes: all councils are currently required to pay audit fees.

Is the remit of a major policy nature?

Yes.



# Mayor's Report

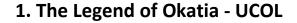
## Mayor Tracey Collis

## June 2023

#### **Table of Contents**

1.	The Legend of Okatia - UCOL	3
2.	Pūkaha Kiwi Naming Ceremony	4
3.	MTFJ visit to Motorcycle HQ Pahiatua	5
4.	Kings Coronation Tree Planting Dannevirke and Time Capsule	6
5.	Anna Christensen Gold Star Presentation	7
6.	Events Attended by the Mayor	8
	Councillors Portfolio Reports	

land of ranges





It was great to see the legend of Okatia brought to life at the book launch held at UCOL in Palmerston North which was proudly attended by Mayor Tracey, Councillor Scott Gilmore and Peter Johns.

The Legend of Okatia tells the story of a mighty totara tree that stood in a pure natural land upon the Puketoi Ranges.

This was no ordinary totara tree, for within its bark lived the mighty spirit Okatia. After years in the Puketoi Ranges, Okatia became restless, uprooted himself and found a new home. He had heard of the sea and longed to see it, he decimated all that stood in his path, leaving a colossal channel in his wake.

Nothing could stop his might, his size, or his sheer power.

One day he came upon a mountain range nestled high beneath the clouds.

This mountain matched him in enormity and splendour.

Okatia attempted to pass, but the mountain was strong and it resisted each blow of the mighty totara.

After many attempts it seemed Okatia's journey had ended. The water built up behind him. The water pushed Okatia against the mountain and for many years he remained there.

Mighty and resilient, his will matched that of the mountain. Eventually, Okatia cut through the rock and created the gorge.

The Tararua and Ruahine Mountain ranges became separated.

Te Apiti, the Manawatū Gorge was born.

Life flourished the newly created Manawatū River.

Okatia was brought to life in music with the world premiere at the Regent Theatre in Palmerston North to a full house. The waiata Okatia was composed by Dr Manahi Paewai.

We look forward to this music being shared locally in the future.



### 2. Pūkaha Kiwi Naming Ceremony





A truly generous and beautiful gift from Rangitāne o Tamaki nui-ā-Rua and Rangitāne o Wairarapa in gifting the naming of a very special kiwi Pōrana at Pūkaha Mt Bruce on Friday 26th May which was also Polish Mother's Day.

Our special relationship started in 1944 with the arrival of 733 displaced children and 105 carers as they fled Poland and a war with Russia. New Zealand opened our country and our hearts to the people of Poland in their time of need. With no home to return to, the NZ Government gave the children permanent residency. They became loyal citizens and have made a great contribution to our country. Their camp in Pahiatua was known as 'Little Poland' and a white marble monument was built at the site along with an historical noticeboard on SH 2.

There is a deep relationship between our countries, celebrating 50 years of diplomatic relations this year. There is also a strong relationship between Pahiatua and the Polish and this was reflected with the most precious gift of all - the naming of Pōrana meaning Poland. A nephew of Manukura, he also has a white strip across his forehead.

Pōrana will live at Pūkaha Mt Bruce in the Kiwi House where people can visit and learn more about Pōrana and the Polish Children of Pahiatua, our histories and connection. Ela Rombel shared the wonderful news of the PolArt exhibition being held in Wellington and how their logo was chosen when they heard about Pōrana.

Thanks to the board, staff and volunteers at Pūkaha Mt Bruce who do an amazing job caring for our native wildlife and ngāhere (forest).

Rongo te mauri - feel life's essence.

land of ranges





Motorcycle HQ is a longstanding Pahiatua based business that sells motorbikes to customers all over the Tararua district and beyond. They are proud of their excellent relations with their customers, and of their passion for motorbikes. They have a dedicated team of mechanics providing top-quality workmanship, including 17-year-old apprentice Lachlan McKay. He is one of the 56 young people in Tararua who has been supported by the Mayors Taskforce for Jobs (MTFJ) this financial year.

According to Simon and Carolyn Windelborn, the business owners; "It's always a gamble taking on a new employee. Lachlan used to be green as, but he was prepared to put the effort in. In the past 8 months he has absolutely blossomed. It's all clicking. His service turnaround time has reduced significantly, and he has just managed to sort out a complex electrical problem by himself."

Lachlan has a few more years to go to finish his apprenticeship and 'still heaps to learn'. However, he also acknowledges that his work has improved a lot since he started his work at Motorcycle HQ; 'I have recently managed to do a full engine rebuild.' Like everybody else at Motorcycle HQ he has a passion for motorbikes and loves to work on his Husqvarna TC250 in his free time.

"It is key to have good tools to do the job", says Simon. "But good tools are expensive, and the upfront costs can be a lot for young people and businesses too, who often have to put up the money first to buy the tools, after which they are gradually paid back by the employees. Support to cover these costs really helps."

According to Tararua District Mayor Tracey: "There is nothing more satisfying than helping people with employment and becoming a more confident person. Since starting in mid- 2020 until now, the Mayors Taskforce for Jobs programme has supported 210 young people with employment. This is a huge success which could not have been achieved without all the local businesses that have employed local people."

The Mayors Taskforce for Jobs is a nationwide network of New Zealand's Rural Mayors, all striving to reduce youth unemployment in their districts. The Mayors Taskforce for Jobs programme connects employers with young people seeking employment, provides pastoral care where needed, identifies training needs and requirements for available roles, and then helps to fill the need.

In the Tararua District the Mayors Taskforce for Jobs Programme has been able to match young people with jobs right across the local employment spectrum, including construction, engineering, mechanics, plumbing, fencing, electrical, hairdressing, retail, farming, and conservation.

For more information about the Mayors Taskforce for Jobs people can email: <a href="mailto:mtfj@tararuadc.govt.nz">mtfj@tararuadc.govt.nz</a>

land of ranges

# 4. Kings Coronation Tree Planting Dannevirke and Time Capsule





To mark the Coronation of King Charles III each district was allocated a plaque to place at the site of a tree planting. In the Tararua District this was done in Woodville last month.

Tararua District was lucky in that we actually had two plaques, so, to mark the Kings Birthday, a Kōwhai Tree was planted at the green area on Hall Street, in Dannevirke today and a new time capsule was buried nearby.

Deputy Mayor Erana Peeti-Webber welcomed everyone to the event and Mayor Tracey Collis spoke on the occasion.

Pat Walshe, from the Dannevirke Community Board, unveiled the plaque as Harvey Sattrup played the bagpipes much to the delight of everyone there.

Local children, and Girl Guides, Marlee and Indie Cantwell, who were present, had written a story about life during the COVID-19 Pandemic that had been included in the time capsule. Both girls were invited to assist the Mayor in planting the Kōwhai tree and were then presented some King Charles III memorabilia.

Once the tree was planted, Ron Wallace and Terry Hynes from the Dannevirke Community Board opened up the site of the old time capsule and then placed the original 1997 time capsule back in the hole as well as placing the new time capsule in alongside it.

Both time capsules will be unearthed again in 2047 so make a date in your diary.

We were fortunate to have received a further two plaques and will be able to plant a tree in Eketāhuna and Pahiatua also.



#### 5. Anna Christensen Gold Star Presentation





Anna Christensen's outstanding service was recognised with the presentation of a gold star, in recognition of 25 years of serviced to Fire and Emergency NZ

Anna has served the Eketāhuna Fire Brigade since she was 20 years old.

Her attendance at trainings has been outstanding. She is an incredibly valued member in Eketāhuna and is a super hero.in her care for patients at accidents. It was pleasing to see her family join her in this prestigious recognition as only the 16<sup>th</sup> woman to receive this honour.

Anna is also a past winner of the Alf Rowden Memorial Shield for her service to the Eketāhuna Community.

land of ranges



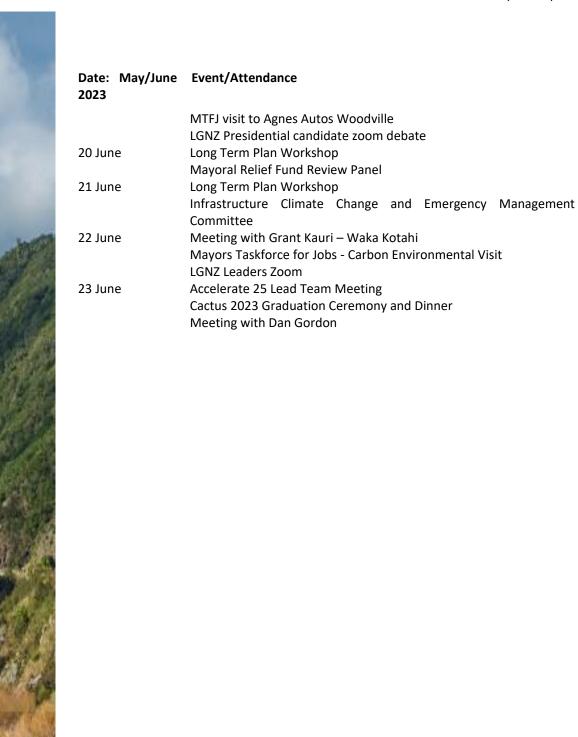
**Mayor: Tracey Collis** 

#### **Committee and Portfolio Representations:**

- Chief Executive's Performance Committee: Chair
- Audit and Risk Committee: Deputy Chair
- Regional Transport Committee
- Civil Defence Emergency Management Group
- Climate Action Joint Committee
- Manawatū-Whanganui Regional Disaster Relief Fund Trust
- Manawatū River Leaders Accord
- Manawatū Gorge Te Apiti Governance Group
- Makuri Community Liaison
- Citizenship Ceremonies
- Civic Honours
- Mayor's Taskforce for Jobs

Date: May/June 2023	Event/Attendance
23 May	The Legend of Okatia - UCOL
26 May	Pūkaha Kiwi Naming Ceremony
1 June	Regional Community Arts Exhibition - Square Edge
2 June	MTFJ Extraordinary Core Group Meeting
	MTFJ visit to New World Pahiatua
5 June	King Coronation Tree Planting and Time Capsule
6 June	<b>Emergency Management Joint Standing Committee Meeting</b>
	Regional Transport Committee
	Mayoral Forum
	Mayoral Relief Fund Applications Panel
7 June	Finance and Performance Committee
8 June	Chorus Interview
	LGNZ Leaders Zoom
9 June	Reserve Bank Meeting
	Resource Management Act Reforms Meeting
10 June	Anna Christensen Gold Star Presentation
12 June	Eketahuna Community Board
14 June	Finance and Performance Committee
	Long Term Workshop
15 June	Meeting with Linda Stewart Waka Kotahi
	Visit to Dannevirke Impounded Supply
16 June	Cyclone Gabrielle Roading Tour
19 June	Dannevirke Community Board





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### 7. Councillors Portfolio Reports

**Deputy Mayor: Erana Peeti-Webber** 

Attendance at all committee meetings as per Councillor's schedule

#### **Committee and Portfolio Representations:**

Iwi Governance Committee: Chair

• Chief Executive's Performance Committee: Deputy Chair

Dannevirke Community Board

Date: June 2023	Event/Attendance
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5 June King Coronation Tree Planting and Time Capsule
 6 June Community Development and Wellbeing
 7 June Finance & Performance Committee
 14 June Finance & Performance Committee
 Long Term Plan Workshop

20 June Long Term Plan Workshop

#### **Councillor Naioma Chase**

Attendance at all committee meetings as per Councillor's schedule

#### **Committee and Portfolio Representations:**

- Iwi Governance Committee: Deputy Chair
- Marae, Hapu, Kura and Kohanga Liaison

#### Date: June 2023 Event/Attendance

6 June Community Development and Wellbeing 7 June Finance & Performance Committee 14 June Finance & Performance Committee

Long Term Plan Workshop Long Term Plan Workshop Long Term Plan Workshop

Infrastructure Climate Change & Emergency Management

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20 June

21 June

#### **Councillor Kerry Sutherland**

Attendance at all committee meetings as per Councillor's schedule

#### **Committee and Portfolio Representations:**

- Infrastructure, Climate Change and Emergency Management Committee: Chair
- Weber / Herbertville Community Liaison

Date: June 2023	Event/Attendance
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6 June Community Development and Wellbeing
7 June Finance & Performance Committee
14 June Finance & Performance Committee

Long Term Plan Workshop

20 June Long Term Plan Workshop 21 June Long Term Plan Workshop

Infrastructure Climate Change & Emergency Management

#### **Sharon Wards**

Attendance at all committee meetings as per Councillor's schedule

#### **Committee and Portfolio Representations:**

- Strategy, Growth and Planning Committee: Chair
- Akitio/Pongaroa Community Liaison
- Manawatū River Leaders Accord

Date: June 2023	Event/	Attend	lance
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6 June Community Development and Wellbeing
7 June Finance & Performance Committee
14 June Finance & Performance Committee
Long Term Plan Workshop
19 June Dannevirke Community Board
20 June Long Term Plan Workshop
21 June Long Term Plan Workshop

Infrastructure Climate Change & Emergency Management





Attendance at all committee meetings as per Councillor's schedule

#### **Committee and Portfolio Representations:**

- Community Development and Wellbeing Committee: Chair
- Tararua Health and Wellbeing Governance Group
- Connect Tararua
- Horizons Passenger Transport Committee
- Explore Pahiatua Meetings

Date: June 2023	Event/Attendance
6 June	Community Development and Wellbeing
	Mayoral Relief Fund Applications Panel
7 June	Finance & Performance Committee
14 June	Finance & Performance Committee
	Long Term Plan Workshop
20 June	Long Term Plan Workshop
21 June	Long Term Plan Workshop
	Infrastructure Climate Change & Emergency Management
22 June	Connect Tararua
23 June	Meeting with Dan Gordon
	Meeting with Tiramea Road residents re flooding
	Cactus Final Dinner – Tararua College

#### **Councillor Steve Wallace**

Attendance at all committee meetings as per Councillor's schedule

#### **Committee and Portfolio Representations:**

- Infrastructure, Climate Change and Emergency Management Committee: Deputy Chair
- Norsewood / Ormondville / Makotuku Community Liaison

Date: June 2023	Event/Attendance
6 June	Community Development and Wellbeing
7 June	Finance & Performance Committee
14 June	Finance & Performance Committee
	Long Term Plan Workshop
20 June	Long Term Plan Workshop
21 June	Long Term Plan Workshop
	Infrastructure Climate Change & Emergency Management
23 June	Meeting with Dan Gordon



#### **Councillor Peter Johns**

Attendance at all committee meetings as per Councillor's schedule

#### **Committee and Portfolio Representations:**

- Forestry Committee Meetings: Chair
- Strategy, Growth and Planning Committee: Deputy Chair
- Positively Woodville Meetings
- Tararua River Management Scheme Governance Group
- Manawatū Gorge Te Apiti Governance Group

Date: June 2023	Event/Attendance
6 June	Community Development and Wellbeing
7 June	Finance & Performance Committee
14 June	Finance & Performance Committee
	Long Term Plan Workshop
20 June	Long Term Plan Workshop
21 June	Long Term Plan Workshop
	Infrastructure Climate Change & Emergency Management

#### **Councillor Scott Gilmore**

Attendance at all committee meetings as per Councillor's schedule

#### **Committee and Portfolio Representations:**

- Community Development and Wellbeing Committee: Deputy Chair
- Eketāhuna Community Board
- Positively Woodville Meetings

Date: June 2023	Event/Attendance
6 June	Community Development and Wellbeing
7 June	Finance & Performance Committee
12 June	Eketāhuna Community Board
14 June	Finance & Performance Committee
	Long Term Plan Workshop
20 June	Long Term Plan Workshop
21 June	Long Term Plan Workshop
	Infrastructure Climate Change & Emergency Management
23 June	Meeting with Dan Gordon



#### **Councillor Michael Long**

21 June

Attendance at all committee meetings as per Councillor's schedule

#### **Committee and Portfolio Representations:**

- Finance and Performance Committee: Deputy Chair
- Eketāhuna Community Board

Date: June 2023 Event	/Attendance
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6 June	Community Development and Wellbeing
7 June	Finance & Performance Committee
2 June	Eketāhuna Community Board
14 June	Finance & Performance Committee
	Long Term Plan Workshop
20 June	Long Term Plan Workshop

Long Term Plan Workshop

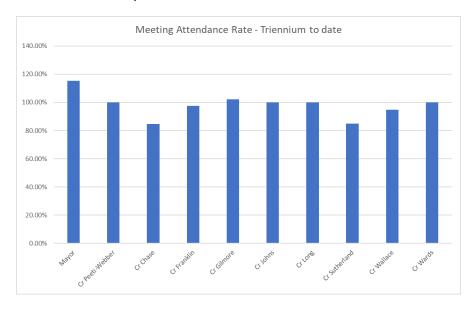
Infrastructure Climate Change & Emergency Management

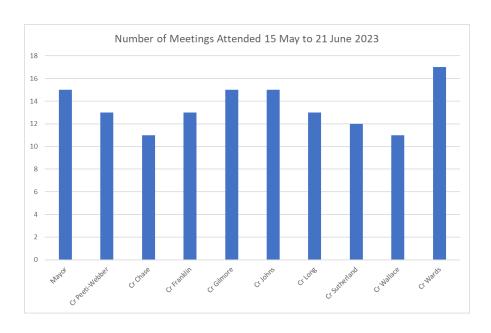
23 June Meeting with Dan Gordon



# 8. Meeting Attendance Statistics – Council, Committee, Community Board, Workshop Briefings

These statistics track the attendance by the Mayor and Councillors at scheduled meetings of the Council, its committees, the Community Boards and workshop briefings. The figures show attendance for meetings each member was scheduled to attend, I e as a member of that committee, as well as additional meetings such as Community Boards, that the member was not required to attend.





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