



## Notice of Meeting

A meeting of the Community Development and Wellbeing Committee will be held in the Pahiatua Council Chamber, 136 Main Street, Pahiatua on **Wednesday 8 May 2024** commencing at **1:00pm**.

Bryan Nicholson  
Chief Executive

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## Agenda

- 1. Welcome and Meeting Opening**
- 2. Apologies**
- 3. Public Forum**

A period of up to 30 minutes shall be set aside for a public forum. Each speaker during the public forum section of a meeting may speak for up to 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 Chairperson, members may ask questions of speakers during the period reserved for public forum. If permitted by the Chairperson, questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

- 4. Presentations**
- 4.1 Presentation - Tararua Community Services**

*Kelly Wylie, Manager of Tararua Community Services, will be in attendance to speak about their organisation.*

*Tararua Community Services organisation provides social work, counselling, community connectors, group programmes, whanau/parent support work and community events and activities.*

## **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 Committee 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 Committee may be discussed if the chairperson explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at that meeting, but no resolution, decision or recommendation may be made in respect of that item except to refer it to a subsequent meeting.

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

## **7. Confirmation of Minutes**

**3**

### *Recommendation*

*That the minutes of the Committee meeting held on 6 March 2024 (as circulated) be confirmed as a true and accurate record of the meeting.*

## **8. Reports**

### **8.1 Sport Tararua Quarterly report to 31 March 2024**

**10**

#### *Recommendation*

*That the Quarterly Partnership report from Sport Tararua for the quarter ending 31 March 2024 be received.*

### **8.2 Management Report**

**25**

### **8.3 Capital Programme Report**

**65**

## **9. Items not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 5**

## **10. Closure**



Minutes of a meeting of the Community Development and Wellbeing Committee held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 6 March 2024 commencing at 1:00pm.

## 1. Present

Her Worship the Mayor - Mrs T H Collis, N L Chase, A K Franklin, S M Gilmore, P A Johns, M F Long, K A Sutherland, S A Wallace and S M Wards

### In Attendance

Mr B Nicholson	- Chief Executive
Mr R Suppiah	- Group Manager – Corporate and Regulatory
Mrs A Small	- Group Manager – Strategy and Community Wellbeing
Ms S Lowe	- Group Manager – People, Capability and Customer Experience
Mr H Featonby	- Group Manager - Infrastructure
Ms G Nock	- Strategy and Corporate Planning Manager
Mrs S Te Huki	- Cultural Competency Lead
Ms F Chase	- Facilities Manager
Ms H Wilson-Munday	- Tararua Community Connector – Sport Tararua
Mr K van der Oord	- Communications Team Manager
Mr N Shaw	- Facilities Assets Supervisor
Mr M Dunn	- Manager – Programmes and Projects
Mrs S Walshe	- Finance Manager
Mrs V Christison	- IT Projects
Mrs A Dunn	- Manager – Democracy Services
Ms S Ellis	- Democracy Support Officer

## 2. Welcome and Meeting Opening

The Chairperson opened the meeting and welcomed attendees.

## 3. Apologies

***That the apology from Councillor E L Peeti-Webber, and the apology for the early departure of Councillor K A Sutherland, be accepted and leave of absence granted for the meeting.***

## **4. Public Forum**

### **4.1 Wind Farm Proposal for Makomako – Pahiatua region**

Sarah Gibbs was in attendance and gave a presentation regarding renewable resources and their use, namely in reference to a proposed wind farm placement affecting her and her community. In her presentation, she spoke about the impact the proposed site had on the wellbeing of both herself as well as her community, citing concerns including noise, placement, and turbine size, and spoke about the division and controversy between community opinions surrounding the proposal - noting an approximate 80% against it - and sustainability effects in regards to the resilience and longevity of the wider Pahiatua community.

She emphasised concerns surrounding the actions of offshore companies in utilising renewable resources without respect to communities, and sought cooperation between the Council, iwi, and ratepayers to lobby for changes to central government legislation regarding how renewable resources are developed by private offshore companies on local land.

## **5. Presentations**

### **5.1 Presentation - Te Whatu Ora**

Sally Darragh and Nichola Flemming of Te Whatu Ora were in attendance to provide a presentation on the benefits of fluoridation, and to call attention to existing strategies for improving oral health within the district. They presented a short video discussing the comparative level of tooth decay with and without fluoridation, with tooth decay 40% less likely in areas with fluoridated water, and emphasised research in regards to its safety. They gave an overview of current ongoing strategies to reduce childhood tooth decay, including the Oral Health Promotion Initiative, which involved the distribution of dental products to families in need, the dispatch of mobile dental units, and emphasised outreach to Kohanga reo/Pasifika early childhood centres in promoting oral health.

They outlined statistics for nationwide oral hygiene regarding the proportion of adults and children who brushed their teeth twice daily, and underlined that financially deprived neighbourhoods were less likely to brush twice per day. They noted that age groups 25-44 were more likely to have unmet dental needs due to high dental costs as opposed to older age groups. They outlined the number of children per week referred for tooth extraction, and the number of children nationwide that had undergone appointments involving decayed, missing, or filled teeth.

They discussed improvements to current systems, including the identification of adolescents who have not had a dentist appointment, and improved crosstalk

between regions in regards to dental health records post the dissolution of District Health Boards.

## 5.2 **Presentation - Polish Children's Camp 80 Reunion**

Gilda McKnight, Chairperson of the Chair of the Reunion Committee, could not be in attendance so a brief summary was given by the Chairperson in regards to the 80<sup>th</sup> anniversary reunion. She spoke of the legacy of the Polish children's camp members and their descendants, and their continued relationship with Pahiatua, as well as her satisfaction with how their stories are included in the curriculum of St Anthony's school and Pahiatua primary school. She spoke about how the Pahiatua Museum and Polish community in Pahiatua was working closely with the Polish ambassador and the Wellington Polish Association to plan a two day reunion event. She provided the proposed details of the event, wherein the reunion goers would stay at Masters Hall, across from the Marae, where the first day of the event would take place. The programme's first day would involve a movie, school choir, a journey by railcar from Palmerston North to Pahiatua to be greeted by the military upon arrival, and the second day would focus on the centre gardens with the 1<sup>st</sup> battalion present, and Polish dancers will be arriving. She stated that the event is planned for November, and that a fundraising plan would be put in place.

## 6. **Notification of Items Not on the Agenda**

Nil

## 7. **Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business**

Nil

## 8. **Confirmation of Minutes**

*That the minutes of the Council meeting held on 5 December 2023 (as circulated) be confirmed as a true and accurate record of the meeting.*

*Wallace/Johns*

*Carried*

## 9. **Reports**

### 9.1 **Health Locality Progress**

The Community Development and Wellbeing Committee were provided with a report from the Group Manager - Strategy & Community Wellbeing providing an update on progress made regarding localities, including the establishment of the

Tararua Takiwā Alliance. However, as a result of the recent dissolution of the Māori Health Authority, and work on localities by Health NZ being paused pending legislation, the report was not able to be considered by the committee.

## 9.2 **Sport Tararua Quarterly Report - October to December 2023**

The Community Development and Wellbeing Committee considered the report of the Tararua Community Connector, that presented the quarterly report from Sport Tararua for the period ending December 2023.

***That the quarterly report from Sport Tararua for the period October to December 2023 be received.***

***Chase/Johns***

***Carried***

## 9.3 **Management Report**

The Community Development and Wellbeing Committee considered the report of the Group Manager - Strategy & Community Wellbeing dated 15 January 2024 that provided an update on key activities and items of interest over the period November 2023 to February 2024, or since the last provided report. It was noted that officers were working on providing data in a format that would allow better provision for reporting, and allow for synergy across the Council data which would then enable Council to track trends across all data. It was also noted that work was underway in the Customer Request Management system to prevent multiple reports of the same issue being reported separately, which was skewing the data provided.

It was asked for an update to be provided on support provided by Council in the economic development space, especially in response to economic hardships being experienced by businesses in the community.

***That the report from the Group Manager - Strategy & Community Wellbeing dated 15 January 2024 concerning the Management Report be received.***

***Gilmore/Long***

***Carried***

## 9.4 **Council Long Standing and Annual Community Support Grants Analysis**

The Community Development and Wellbeing Committee considered the report of the Team Leader Economic & Community Development dated 09 February 2024, that raised awareness of the long standing and annual programme of community support grants in place, noted inconsistencies in processes, and requested refreshed guidance in regards to future support. In discussion, it was asked that information be provided on the total amounts provided to each group

contractually per annum, including information on any contractual obligations for the longstanding grants.

*Councillor K A Sutherland left the meeting at 2:42pm.*

***That the report from the Team Leader Economic & Community Development dated 09 February 2024 concerning the Council long standing and annual community support grants analysis be received.***

***Gilmore/Wallace***

***Carried***

***That a report be provided on the long-standing and annual programme of community support grants presently in place, inconsistencies of processes and offer guidance around future commitments.***

***Gilmore/Chase***

***Carried***

#### 9.5 **Community Funding Database - Product Review**

The Community Development and Wellbeing Committee considered the report of the Economic and Community Development Advisor dated 15 February 2024, which highlighted the increased fundraising needs of both the council and the community, and considered alternative software options. Four were assessed – Grant Guru, Strategic Grants, Funding HQ, and the previously used Generosity NZ – based on product capabilities, cost, and user feedback. Grant Guru was presented as the preferred choice to move forward with.

***That the report from the Economic and Community Development Advisor dated 15 February 2024 concerning the Community Funding Database - Product Review be received.***

***That the Community Development and Wellbeing Committee note the decision to discontinue Council's current subscription to Generosity NZ (pending any exit notice period) and purchase an annual subscription of Grant Guru.***

***Johns/Long***

***Carried***

#### 9.6 **DigitalSpaces Trailer - update report**

The Community Development and Wellbeing Committee considered the report of the Economic & Community Development Advisor dated 07 February 2024, which provided an update on the DigitalSpaces trailer build progress, as well as background on the services it would provide. It was recommended to consider

the long term issues and costs to Council (>2 years) surrounding the trailer's operation, regardless of whether funding is external.

***That the report from the Economic & Community Development Advisor dated 07 February 2024 concerning the DigitalSpaces Trailer - update report be received.***

***Wallace/Gilmore***

***Carried***

#### 9.7 **Communications Survey**

The Community Development and Wellbeing Committee considered the report of the Communications Team Manager dated 21 February 2024, which provided an update on the results of the recent Communications survey.

*Councillor S M Gilmore left the meeting at 3:36pm.*

*Councillor S M Gilmore returned to the meeting at 3:38pm.*

*Councillor S M Wards left the meeting at 3:41pm.*

*Councillor S M Wards returned to the meeting at 3:42pm.*

*Her Worship the Mayor left the meeting at 3:44pm.*

Comments were given on the sample size and confidence intervals being statistically insignificant, but indicative of communication issues between council and community, and that outreach issues with further surveys could be resolved through diversification of communication channels.

***That the report from the Communications Team Manager dated 21 February 2024 concerning the Communications Survey be received.***

***Wallace/Gilmore***

***Carried***

*Councillor S A Wallace left the meeting at 3:56pm.*

#### 9.8 **Capital Programme Report**

The Community Development and Wellbeing Committee considered the report of the Manager - Programmes & Projects dated 26 February 2024, which provided an update on the capital programme and key project statuses. It was asked to include an update on the next agenda in regards to the installation of district town signage.

***That the report from the Manager - Programmes & Projects dated 26 February 2024 concerning the Capital Programme Report be received.***

***Wards/Long***

***Carried***



9.9 **National Policy Statement for Highly Productive Land 2022 - Horizons Mapping Decision**

The Community Development and Wellbeing Committee considered the report of the Team Leader Planning Services dated 28 February 2024, which requested approval on the Manawatū-Whanganui Regional Council's NPS-HPL mapping recommendation.

***That the report from the Team Leader Planning Services dated 28 February 2024 concerning the National Policy Statement for Highly Productive Land 2022 - Horizons Mapping Decision be received.***

***That Council approves mapping Option 3(a) for NPS HPL as recommended by Manawatū-Whanganui Regional Council and does not require additional Land Use Class (LUC) mapping to be carried out for our District.***

*Gilmore/Johns*

*Carried*

10. **Items not on the Agenda**

Nil

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 4:14pm.

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Chairperson



everyone active.  
kia mātātoa tātou.

## Quarterly Partnership Report

Tararua District Council

01<sup>st</sup> January to 31<sup>st</sup> March 2024



[www.sportmanawatu.org.nz](http://www.sportmanawatu.org.nz)

## Introduction

Sport Tararua's role is to support the council to achieve its aspiration of having a connected, vibrant, and thriving District, through the mediums of Play, Recreation, and Sport. This update presents Sport Tararua's achievements across the Tararua District during the quarterly reporting period.

To provide context and clarity, Sport Tararua has a cohort of staff who are subject matter experts across a variety of areas. These include Green Prescription, Coaching, Creating Safe Sporting Environments, Healthy Active Learning, Active Recreation, Active Transport, Strength, and Balance, and Play. These experts work across and within our MidCentral rohe.

Our team gather insights and data, as well as listening to the voice of the community to understand their needs, aspirations, and challenges. This information helps us to determine how we best respond to these needs in a way will work for our community. We work collectively and collaboratively with iwi, community groups, sports partners, health, and many others to further extend the support available across the city. In essence, Council's investment can leverage a wider team of support for the community in a range of activities and areas.

### Key areas we are wanting to address in the Tararua include:

- Barriers whānau experience which are exacerbated for our rural and remote communities.
- Building equitable support for and increasing women and girl's promotion and participation in sport and recreation. Data clearly demonstrates this as an area of priority.
- Creating safe and supportive environments for Tamariki and Rangatahi to play sport. This includes addressing sideline behaviour issues that are impacting on rangatahi youth wanting to participate and remain in sport (there is a noticeable drop-off in participation in competitive sport).

- Addressing low participation rates among Tamariki and Rangatahi which has been exacerbated by conflicting family priorities, financial limitations, and inadequate resourcing.
- Supporting Māori participation, leadership, and capability building in physical activity, play, active recreation, and sport through He Oranga Poutama investment.
- The need to support sport and recreation providers (paid and unpaid workforce) to offer quality, inclusive experiences for participants and members (Coaching and Volunteers).
- Acknowledge that Tamariki and their whānau are not experiencing the same variety of quality play experiences those of past generations experienced. This has been caused by societal shifts and expectations which limit time, space, and permission in ways that support tamariki development.

**Outlined below are our agreed service outcomes for July 2023 to June 2024:**

1. The Tararua District exceeds the national average for physical activity, with a particular focus on low participation groups.
2. The community understands and values Play.
3. Everyone is encouraged to be active by playing and being active in sport and recreation facilities across the district.
4. Active recreation and community events create social opportunities and contribute to Hauora.

**1. THE TARARUA DISTRICT EXCEEDS THE NATIONAL AVERAGE FOR PHYSICAL ACTIVITY, WITH A PARTICULAR FOCUS ON LOW PARTICIPATION GROUPS.**

This area focuses on getting the district active using play, active recreation, and sport. Sport Tararua's role is to support local groups, using insights to assist decisions on facility developments that grow membership and participation opportunities and empower our community to be active for life. We know that people are generally healthier and happier when they are physically active and that being active contributes to all aspects of hauora.

**Support the capacity, capability, and sustainability of play, sport, and active recreation clubs, community, and codes.**

**Dannevirke Coach Development Day**

As a result of transport issues impacting Dannevirke College students availability for the Student Coaching Workshop, our staff are working to deliver a localised student and community coaching session. Working alongside schools we will deliver this before 31 July 2024.

**Tararua 7's**

Planning for the 2024 Tararua 7's is underway with the event scheduled for August 2024. Additional information will be provided in Quarter 4.

**Basketball development**

Staff have attended Wednesday afterschool primary school basketball and officiated some of the games. This has identified a need to develop officials for Basketball. Sport Tararua will engage with local provider to understand how we can best support.

**Woodville Community Day**

The Woodville Community Day (a collaboration between our organisation and Woodville School) Engagement with Woodville School and the wider community is underway and aims to maximise community engagement and identify partners that can offer services as part of the day.

**Deliver district-level initiatives which are driven by community demand, with a focus on impact. This may be pitched at but not limited to coaches, parents, and volunteer development/ support.**

**Student Coach/Officials Program**

This program is an extension to the 2023 program and will be delivered in April 2024. Planning is underway and all Secondary Schools have been approached to register students that will be coaching or officiating in school sport this year. The program will be coordinated by Sport Manawatu and delivered by the various RSO Coach and Official development staff. Learnings from last year have been applied to ensure that the students receive ongoing support and development throughout the season. The effectiveness of the delivery requires a large number of students, so the program delivery day is centralised in Palmerston North and offered to all secondary schools across the full Manawatu Region. A report on the outcomes and impacts of the 2024 delivery will be in next quarter's report. 5 Officials and 1 coach from Tararua College are registered for the event.

**Sport Tararua guide quality active recreation and sporting activities which target inactive or low participation groups i.e. child, youth, and adults**

**RSD targeted support in secondary schools with a focus on co-design with Rangatahi**

With the start of Term 1, secondary schools across the Tararua District were busy with the end of the summer sport calendar. For Sport Tararua this culminated in the 2024 Manawatu Inter Secondary School Athletics held on Friday, March 8 at the Massey Community Athletics Track in Palmerston North. This year marked the first time this event was held on a weekday.

The reason for shifting from a weekend to a weekday was to address the significantly declining participation rate of student athletes across the region. 2023's event saw approximately 380 students compete throughout the day on Saturday. Consensus from the Central Districts Principals group was that a change in the day of competition was necessary to increase participation and ensure the event's viability.

In order to increase participation of student athletes, certain barriers needed to be addressed. One barrier facing secondary schools from TDC was a substantial increase in transportation costs. To address this need, travel subsidies were offered to both Dannevirke High School and Tararua College. As a result of the shift in competition day and travel subsidies both DHS and TC saw an increase in the number of student athletes competing in this year's event, 16 from Dannevirke High School and 32 from Tararua College.

Feedback about the day from both schools was very positive. Dannevirke High School reported, "We wanted to take a moment to express our deepest gratitude for your support in helping our students participate in MISSA. Thank you for putting on a great event to allow our students to showcase their talents and gain invaluable experience watching and competing with their counterparts from other Manawatu Schools. We are incredibly grateful for your ongoing support and commitment to our students. Thank you for providing opportunities for our students to learn, compete and succeed".

Overall, there was an increase in participation of approximately 25%, 500 student athletes, competing in MISSA'24. As we look to the future it is envisaged that this participation rate can be sustained through ongoing professional development of secondary school staff to provide quality, school-based athletics opportunities for

students across the region, especially in the Tararua District.

**Work with Rangitāneki Tamakinuia Rua and Ngāti Kahungunu ki Tamakinuia Rua on programmes designed to encourage whānau to be more active**

The Tararua Community Connector has engaged in a series of hui with representatives from both Ngāti Kahungunu ki Tamaki Nui A Rua and Rangitāne o Tamaki nui ā rua iwi to further discuss ways in which Sport Tararua can help and assist iwi and Māori led initiatives in the Tararua District. To date support and guidance has focussed on funding for upcoming opportunities.

Sport Tararua supported the Ngāti Kahungunu Kapahaka regionals with Play Trailer and event set up support. Planning support is still ongoing for the Wero a Marae event scheduled to take place in November.

**Deliver, or support through allocation of funding grants, to increase physical activity levels for particular individuals, whānau/families or communities, or areas, within the district.**

**Documented evidence of programme uptake and programme impacts.**

**Distribute a minimum \$82k annually and document evidence of the application of funds and benefits to recipients.**

### **Tū Manawa Active Aotearoa Funding Tararua District**

Tū Manawa Active Aotearoa provides funding for programmes or projects delivering play, active recreation, and sport experiences for Tamariki and Rangatahi. It is particularly focused on groups where barriers cause them to be less active.

The purpose of the Tū Manawa Active Aotearoa Fund is to provide quality experiences that are accessible, create a lifelong love of being active and meet the needs of tamariki and Rangatahi.

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

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

Grant recipients with programmes benefiting the Tararua Community during this quarter included:

<b>Organisation</b>	<b>Amount</b>
Tararua College	\$1,739.13
Dannevirke High School	\$7,920
Manawatu Badminton	\$39,685
Manawatu Paraplegic and Physically Disabled Association (ParaFed)	\$25,000
Empowerment and Potential	\$6,750
<b>Total</b>	<b>\$81,094</b>

**2. THE COMMUNITY UNDERSTANDS AND VALUES THE BENEFITS OF PLAY**

This activity area examines our activities that encourage our community to use of spaces including local parks and reserves for play. We highlight community activations that promote access to safe, affordable, and healthy ways to experience and appreciate nature and our great outdoors.

However as mentioned earlier Tamariki and their whānau are not experiencing the same variety of quality play experiences those of past generations experienced. This has been caused by societal shifts and expectations which limit time, space and permission in ways that support tamariki development. This has led to a new generation

of tamariki who are less active, have less resilience, and are not connecting with others and their environment like we used to do as children. To help respond to these issues, we need to be the voice for our children and be a key play advocate to promote and educate about the role of adults as key enablers for tamariki to play!

**Identify and build relationships with Play organisations utilizing the Tu Manawa fund.**

**Collaborative Pop-Up Events**

In March, Sport Tararua actively organised to the Children's Day events held in both Dannevirke and Pahiatua. The Tākaro Trailer, pop-up play opportunity tailored specifically for tamariki (children) in the region. This initiative not only emphasised the importance of physical activity and recreation but also fostered a sense of community engagement and well-being among the younger members of our community.

Feedback from staff has noted the need to refresh and replenish the trailer equipment. Staff will work groups to achieve this.

**Partner with clubs, organisations, and the community to promote and encourage use of the Districts Play trailer.**

**Partner with clubs, committee organisations, and the community to address barriers and improve access to Play-based activities.**

Sport Tararua along with the Central Play Cluster, facilitated an Activating Community Spaces through Play hui in March designed to bring together and support council staff working within the community wellbeing space. With guest speakers presenting on low cost and community collaborative activations, participants then got a chance to work together on identified spaces to identify activations and take-home learnings for their own spaces.

We have continued to share information and collaboration opportunities back to appropriate

staff to support ongoing work in this space. Our next stages of support Play Streets and the development of a Tararua Play Network will support the implementation of this learning.

The Sport Manawatū play on the way stencils have continued to be utilized in schools across the district over the last few months. The stencils have allowed tamariki to create their own ways to play and take ownership of play within their school.

Photo's below are taken with students from Ballance School.



**EVERYONE IS ENCOURAGED TO BE ACTIVE BY PLAYING AND BEING ACTIVE IN SPORT AND RECREATION FACILITIES ACROSS THE DISTRICT**

**Provide regional leadership for the development, rationalisation and/or optimisation of Sports and Recreation Facilities.**

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

He Rā Ki Tua, which TDC are continually involved in as working group members, is in its final draft and ready for endorsement by CE's, Mayors and Council Committee's. Current the Sport Tararua CE is work with TDC to progress this.

Carl Johnstone will be starting with Sport Tararua on 13 May and replaces the role that Brad Cassidy vacated in March 2024. Carl comes with a wealth of experience as the Community Facilities and Assets Manager, Manawatū District Council. These transferrable skills will support the continued development of He Rā Ki Tua alongside our CE.

#### 4. ACTIVE RECREATION AND COMMUNITY EVENTS CREATE SOCIAL OPPORTUNITIES AND CONTRIBUTE TO HAUORA

This outcome area examines how Sport Tararua works successfully with district communities to attract, host, and retain strategically important sporting events which contribute to the district's economy, culture, and wellbeing.

**Sports and community sport events create social and participation opportunities as well as economic benefits.**

**Retain existing sporting and active recreation events.**

**Monitor the social benefits of other community-based events supported by Sport Tararua.**

##### Green Prescription

The Green Prescription is a Te Whatu Ora Te Pae Hauora o Ruahine o Tararua MidCentral funded programme that aims to get more people physically active and help them improve their health and well-being.

- Twelve clients were referred to the Green Prescription program.
- Twelve clients registered for the Phone Support service.
- Twenty-Four clients self-referred to the Green Prescription program.
- One client engaged with our Palmerston North class sessions.

Due to increased demand our Phone Support Coordinator is now making a fortnightly visit to the Tararua district, with plans being formulated to increase the type of service offered in the area.

Currently we meet clients by appointment, with flexible days, times, and venues.

- All current clients and graduates who are keen to continue with aqua or gym sessions are invited to join us for aqua sessions at WaiSplash, or gym sessions at Activate Gym. Both of these options are proving to be popular with clients.

We continue to offer regular home exercise sessions at Activate gym, knowledge of gym equipment and safe training practices.

- General, simple home limbering exercises
- Resistance bands.
- Strength & Balance circuit.
- Teaching safe etiquette and practices in a gym setting.
- Increasing client's knowledge around how to use gym equipment safely.

This has been beneficial to some of our clients and a number of them have since become members of Activate Gym.

A barrier for many participants is the expense of using a gym or pool. We assist in several ways:

- When we visit the pool and meet clients there for aqua sessions, GRx covers the cost of pool entry.
- For other times, they have discounted entry, arranged with AMP WaiSplash Community Pool and Activate Gym, under their Medical Referral schemes.
- Activate gym kindly allows us to meet clients there for an introductory visit without charge, and we take those opportunities to introduce clients to the Activate team and encourage further visits.
- Activate gym is not charging us for the use of their activity room for the newly introduced fortnightly exercise sessions. Activate provides a discounted clip card arrangement for GRx clients, and we keep one of those clip cards at the gym to enable new clients to try it out.
- We provide a support letter to clients who apply to WINZ for financial assistance with any of these activity costs.

**Equitable spread of support across the north and south of the district Deliver and/or support two Participation Events (North and South)**

##### The 2024 Tararua Sports Awards

On Friday 22 March, the Tararua community came together at Tararua College to honour remarkable sporting achievements at the Tararua Sports Awards. After a hiatus enforced by the challenges of



the pandemic, this long-awaited in-person event brought forth a renewed sense of celebration and recognition.

Organised by Sport Tararua, the event received unwavering support from the Tararua District Council and local businesses, underscoring the profound impact and value that sports bring to the region.

"The Tararua Sports Awards embody the spirit of our community, recognising the dedication, talent, and perseverance of our athletes and contributors," Mayor Tracey Collis delivered the opening speech, expressing her deep-seated passion for sports and recreation within the Tararua District community.

The evening was filled with anticipation and excitement as the deserving winners were announced:

Scanpower Junior Sportsman of the Year: Brodie Bennett (Squash)



MCI & Associates Junior Sportswoman of the Year: Caley McNair (Smallbore Rifle Shooting)



Bush Telegraph Administrator/Volunteer of the Year: Esther Hutton (Football)



Sport Tararua Official of the Year: Ken Metekingi (Netball)



Property Brokers Team of the Year: DHS Smallbore Rifle Shooting



Ngāti Kahungunu ki Tāmaki Nui a Rua Coach of the Year: Adam Jones & Tony Mansill (Boxing) and Angus Hutton (Football)



Visique Optometrists Sportsperson of the Year: Jamie Davidson (Athletics).



Sport Tararua Community Active Recreation and Play Award: Ngāti Kahungunu ki Tāmaki nui-ā-Rua



Each winner epitomises the dedication and spirit of sportsmanship that enriches the Tararua community.

The awards night also saw three people inducted into the Tararua Legends of Sport:

- Suresh Patel QSM for his service to sport in the Tararua.
- Former Tararua Sportsperson of the year Award, Megan Hull for her commitment and dedication to high performance sport.
- Ken Metekingi for his service to netball as an umpire.

Tararua District Council Grassroots Club of the Year: Dannevirke Tigers Rugby League Club



Media coverage of the Tararua Sports Awards was promoted by the Bush Telegraph and Sport Tararua with some good online engagement for the Finalist and Winner posts.

Feedback on the event was provided by the Award attendees, Mayor Tracey Collis and key community

members. A robust event debrief session by Sport Tararua was held to evaluate and reflect. On reflection, the scale and level of the event did require specialised event management assistance alongside staff engagement and clarity on roles and responsibilities. Learning and reflections will be incorporated into next year's event, and we look forward to working collaboratively with Tararua District Council to deliver an elevated event in 2025. That said, the event did provide the opportunity for the community to celebrate the enduring passion and commitment to excellence within the Tararua sporting landscape which builds community connection and pride in representing the region.

## BUSH MULTISPORT TRUST

### Activity update

The stadium insulation project has been completed, with the new ceiling looking great and giving longevity to the space.



Staff support the delivery of the St Anthony's School, Minor Sports Day. The senior students did a great job of organising and running the event for over 200 junior school students.



Staff hosted the Childrens Day on the 3rd of March. At Bush Multi-Sport. Bad weather meant events had to be moved indoors, but that didn't stop the community with well over 900 people enjoying the event celebrations.



Bush Senior Rugby have three teams this season, Senior B's Team, a Colts Team and a Women's Team (trainings on Tuesday and Wednesday)

Football have been training on a Sunday afternoon. Now the season is getting closer they are moving their training night to a Tuesday. Staff will be speaking to the team regarding the expectation of their behaviour and alcohol rules for the season. Their team will be playing in Division 3

Bush Netball have had their trials and have five teams playing in the Manawatu Netball competition for 2024. Their trainings have begun on Tuesday and Wednesday nights.

Eketahuna Netball will affiliate again for the 2024 season. They will be having their training in the stadium on a Thursday night.

Bush Hockey have three teams entered the competition. A Women's team in Division 2- and two-Men's teams, one in Division 3 and Division 4. Trainings have started.

New Signage for two new sponsors has been put up in the stadium. Massive thanks to Pahiatua New World and Tararua Refrigeration Services for their sponsorship.



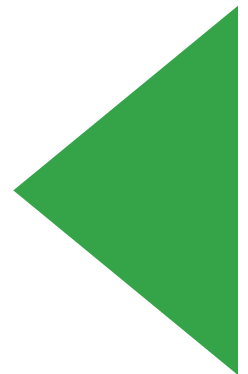
## Young People – Healthy Active Learning (HAL)

### Term 1 & 2 Activities

In working with staff across our 8 schools in the region, several professional development opportunities and activities were delivered to meet the needs of teachers in alignment with the school's activities for the term. These included:

- Swimming training and skills development was provided to help build teacher capability and to work towards the Bush and Dannevirke Schools Swimming Days. Our staff recommended the need to provide more 'fun have-a-go' opportunities to engage a wider range of students.
  - Implementation of the playground stencil within schools. Started at Ballance School, term 2 will see us work with Mangatainoka School. The purpose of this was to enhance physical activity during recess time through providing an engaging and unique interactive activity to engage students who were usually seen as inactive.
  - Met with the Dannevirke and Bush Schools Principal cluster group to gather insights and gain support to host a HPE workshop in term 2. From the insights, the preferred time to run the workshop would be after school. The principals felt we would have higher attendance at this time and with the difficulty finding subs during the day, this would alleviate this problem by having it after school. We gathered insights on what they would like to include in the workshops.
  - The Sport Manawatū HAL team will offer additional training to Tararua school when other HPE workshops are delivered in Horowhenua, Palmerston North and Manawatū.
  - Staff are more confident delivering a range of games to increase fundamental skills. Have seen a growth in Tākaro Māori (Māori games) supported by Iwi and Healthy Active Learning. We will offer support on HPE units for invasion games and cross country. Once again need to provide more 'fun have-a-go' opportunities to engage a wider range of students in cross-
- country activities.
- Working with Troy Tawhai-Kaihapai Toiora Māori in Tararua region on a Tu Manawa application to purchase ki o rahi sets for 15 schools in the Tararua. This will support the work Troy is doing in these schools. This is in progress.
  - We are exploring Pickleball and Volleyball offerings in schools in Tararua based on teacher and student feedback. Volleyball currently provide services in Secondary Schools so engagement in Primary Schools could help with the transition of participants from the primary space into the high school space.
  - After running the PALS (Physical Activity Leaders) workshop term 4, 2023, we are now working with PALS teams in some of the schools. We have planned for the groups to run 2 lunchtime physical activities per term. For this to be sustainable, we need to have a staff member working with this leadership group.











## Report

Date : 2 May 2024  
To : Chairperson and Committee Members  
Community Development and Wellbeing Committee  
From : Allie Dunn  
Manager - Democracy Services  
Subject : **Management Report**  
Item No : **8.2**

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### 1. Recommendation

1.1 *That the report from the Manager - Democracy Services dated 30 April 2024 concerning the Management Report be received.*

### 2. Reason for the Report

2.1 This report is to update the Community, Wellbeing and Development Committee on key activities and items of interest over the period of March and April 2024.

### 3. Facilities

#### 3.1 Parks and Reserves

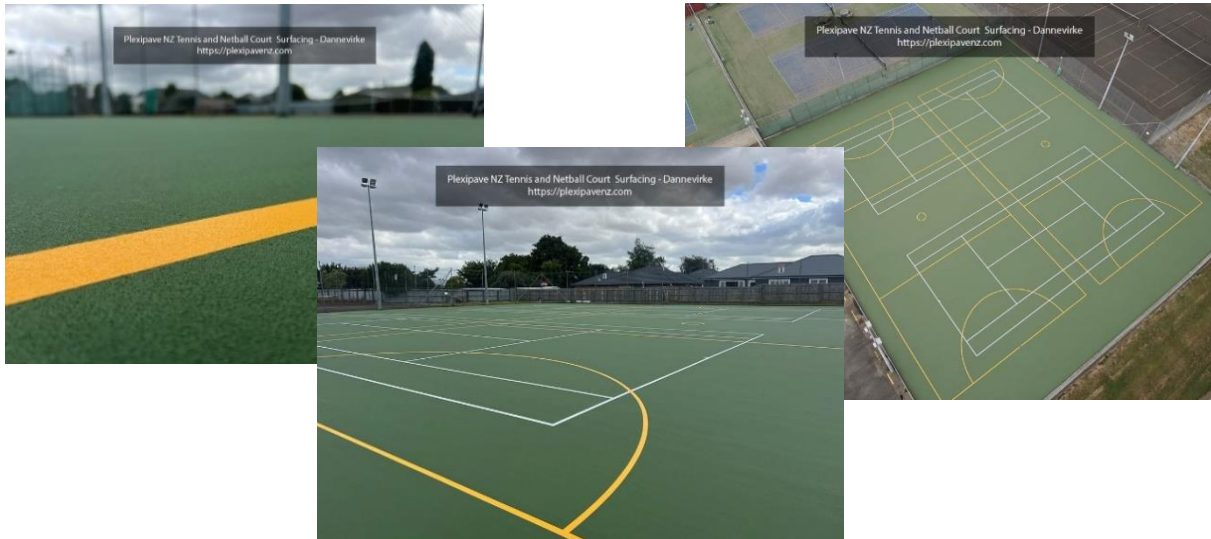
3.1.1 As we transition into cooler weather in April, the growth rates of grass have begun to decline. The diminishing sunlight and increasing rainfall present several challenges, prompting contractors to adjust their mowing frequencies accordingly. In areas where the ground is excessively wet, contractors have relied on increased line trimming to compensate for the unsuitable conditions for mowing.

3.1.2 Contractors have consistently met good standards in our monthly audits, particularly in tasks related to work in parks, reserves, and cemeteries. Their commitment to safety, quality, and efficiency has been evident through their work, proactive hazard management, and strong teamwork.

#### 3.2 Dannevirke Sport Centre

3.2.1 The number 1 & 2 Netball courts upgrade of Plexipave surfaces, was completed in early March and returned to the community in time for the Business House Netball competition finals.

3.2.2 There is a community interest in pickleball emerging, a sport currently facilitated through existing indoor badminton and outdoor tennis clubs. Community members have expressed interest in developing the back courts to facilitate pickleball alongside netball and tennis. They are keen to work collaboratively with existing court users to enhance the facilities to accommodate pickleball.



3.2.3 Sports Centre Booking rates are expected to increase in the coming months with the start of school winter sports:

### TDC FACILITY BOOKINGS

Booking Date: 1/07/2022 to 30/04/2024

**Calendar (Type)**

Facility

Shop

Financial Year	2022/2023		2023/2024		Total	
	Bookings	Hours	Bookings	Hours	Bookings	Hours
01 - JUL	57	139.00	76	217.75	133	356.75
02 - AUG	55	98.50	75	345.00	130	443.50
03 - SEP	57	484.50	77	557.50	134	1,042.00
04 - OCT	60	133.50	55	403.75	115	537.25
05 - NOV	62	112.00	47	241.50	109	353.50
06 - DEC	33	60.50	31	635.00	64	695.50
07 - JAN	47	217.00	35	271.00	82	488.00
08 - FEB	50	366.00	46	363.50	96	729.50
09 - MAR	38	273.00	39	98.50	77	371.50
10 - APR	35	108.25	37	87.25	72	195.50
11 - MAY	69	187.00			69	187.00
12 - JUN	68	155.25			68	155.25
<b>Total</b>	<b>631</b>	<b>2,334.50</b>	<b>518</b>	<b>3,220.75</b>	<b>1149</b>	<b>5,555.25</b>

**30/04/2024 5:17:16 a.m.**

Data Last Updated

**Booking Location**

Dannevirke

Eketahuna

Pahiatua

Woodville

**Calendar (Name)**

Select all

Dannevirke Coronation Park

Dannevirke Domain

Dannevirke Sport Centre(Boxing Room)

Dannevirke Sport Centre(Kitchen)

Dannevirke Sport Centre(Main Hall)

Dannevirke Sport Centre(Supper Room)

Woodville Rugby Park

Financial Period (Month)	2022/2023 (Hours)	2023/2024 (Hours)
01 - JUL	139	218
02 - AUG	99	345
03 - SEP	485	558
04 - OCT	134	404
05 - NOV	112	242
06 - DEC	61	635
07 - JAN	217	271
08 - FEB	366	364
09 - MAR	273	99
10 - APR	108	87
11 - MAY	187	
12 - JUN	155	

### 3.3 Dannevirke Coronation Park

Page 26

Meeting of Community Development and Wellbeing Committee – 8 May 2024

- 3.3.1 The Dannevirke Tigers Rugby League Club recently hosted their annual club day on April 7, welcoming all teams from the Manawatu Junior League competition. Participants traveled from Palmerston North, Feilding, Foxton, Levin, and Masterton to join in this vibrant community event. The turnout was remarkable, with large crowds bringing an infectious enthusiasm that truly energized the day.
- 3.3.2 From this event the facilities team has identified the need to address renewals, increase waste management solutions and improve access to drinking water to better accommodate users at our sports grounds.
- 3.3.3 JAB Rugby season is due to kick off early May with teams coming together next week to prepare for the season ahead. JAB have reported an increase in the ripper rugby enrolments this season which is encouraging but more community support is needed to strengthen the growth of the sport in this community.
- 3.3.4 Minor vandalism was reported during this reporting period with chain gates cut and removed and padlock removed from toilet gates.
- 3.3.5 Coronation Park Bookings - comparison with previous financial year:

### TDC FACILITY BOOKINGS

Booking Date

1/07/2022 30/04/2024

Calendar (Type)

Facility

Financial Year	2022/2023		2023/2024		Total	
Financial Period	Bookings	Hours	Bookings	Hours	Bookings	Hours
01 - JUL	13	23.00	25	74.50	38	97.50
02 - AUG	12	20.00	19	58.00	31	78.00
03 - SEP	8	17.00	9	26.00	17	43.00
04 - OCT	14	34.00	11	29.50	25	63.50
05 - NOV	4	8.00	4	10.00	8	18.00
06 - DEC	3	5.50	2	5.00	5	10.50
07 - JAN	1	9.00			1	9.00
08 - FEB	4	8.00	6	8.50	10	16.50
09 - MAR	5	10.00	6	20.00	11	30.00
10 - APR	6	56.00	7	36.00	13	92.00
11 - MAY	22	61.00			22	61.00
12 - JUN	17	50.50			17	50.50
Total	109	302.00	89	267.50	198	569.50

30/04/2024 5:17:16 a.m.

Data Last Updated

Calendar (Name)

Select all

Dannevirke Coronation Park

Dannevirke Domain

Dannevirke Sport Centre(Boxing Room)

Dannevirke Sport Centre(Kitchen)

Dannevirke Sport Centre(Main Hall)

Dannevirke Sport Centre(Supper Room)

Booking Location

Dannevirke

HOURS

BOOKINGS

Financial Period (Month)	2022/2023 (Hours)	2023/2024 (Hours)
01 - JUL	23	75
02 - AUG	20	58
03 - SEP	17	26
04 - OCT	34	30
05 - NOV	8	10
06 - DEC	6	5
07 - JAN	9	
08 - FEB	8	9
09 - MAR	10	20
10 - APR	56	36
11 - MAY	61	
12 - JUN	51	

**3.4 Woodville Hockey Park**

- 3.4.1 Community project initiative is being led by the Woodville Association Football Club, in the development of WHP to extend the current playing fields. The club is experiencing growth and requires the use of Woodville Recreation Grounds to host the overflow games.
- 3.4.2 WHP MOU expires in 2025, making this the ideal time to explore these opportunities and identify funding sources available to the WAFC for the project.

Meeting of Community Development and Wellbeing Committee – 8 May 2024 Page 27

**3.5 Ferry Reserve**

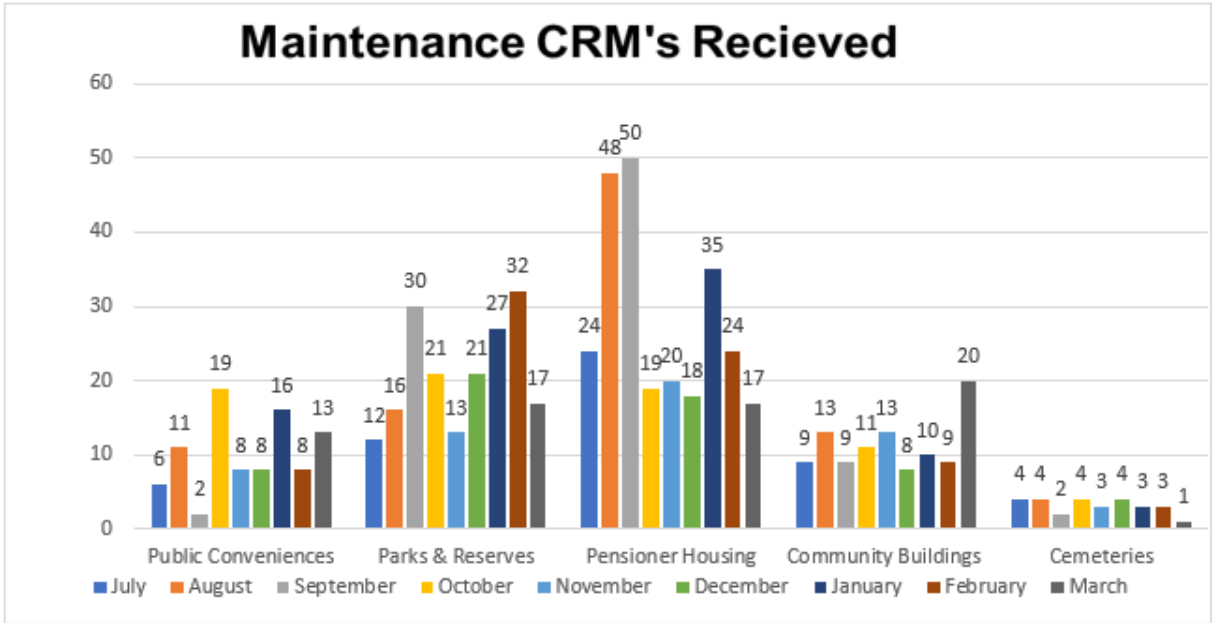
3.5.1 NZ Defence Force plan to utilise our reserve to carry out ops training in May. Public communication will be administered by NZDF and promoted via TDC network.

3.5.2 DOC plan to carry out pest control on reserve lands boundary and Ballance Reserve. Woodville Domain Board has been notified, and DOC will administer required pest control public safety measures as per standard practice.

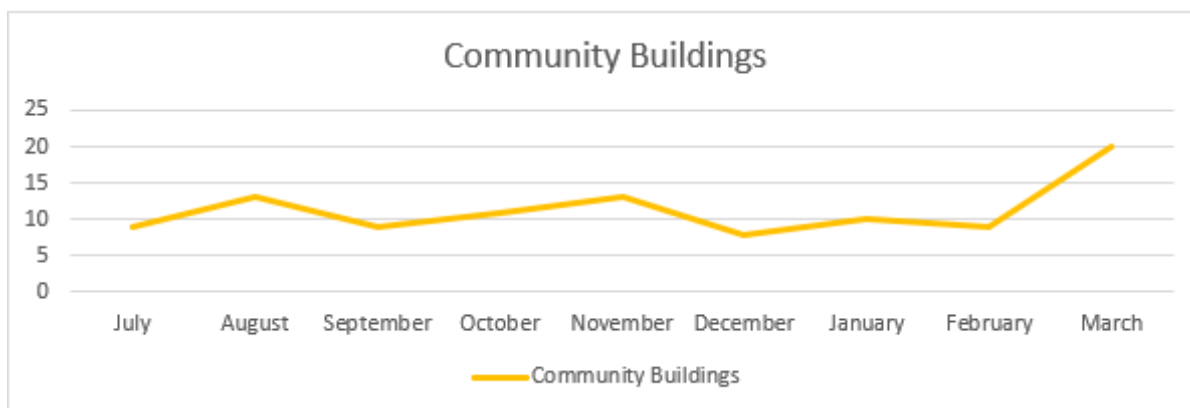
**3.6 Maintenance CRM's**

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

2023/2024	Public Conveniences	Parks & Reserves	Pensioner Housing	Community Buildings	Cemeteries	Total
July	6	12	24	9	4	55
August	11	16	48	13	4	92
September	2	30	50	9	2	93
October	19	21	19	11	4	74
November	8	13	20	13	3	57
December	8	21	18	8	4	59
January	16	27	35	10	3	91
February	8	32	24	9	3	76
March	13	17	17	20	1	68



3.6.2 There has been an increase in the number of maintenance CRMs for Feb/Mar for Community Buildings and Public Conveniences.



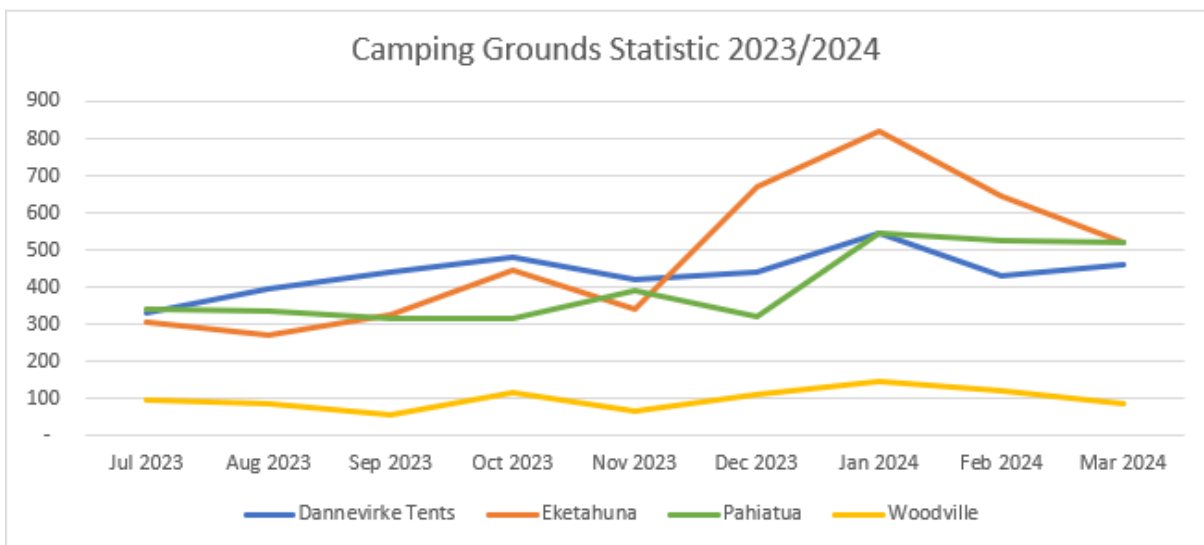
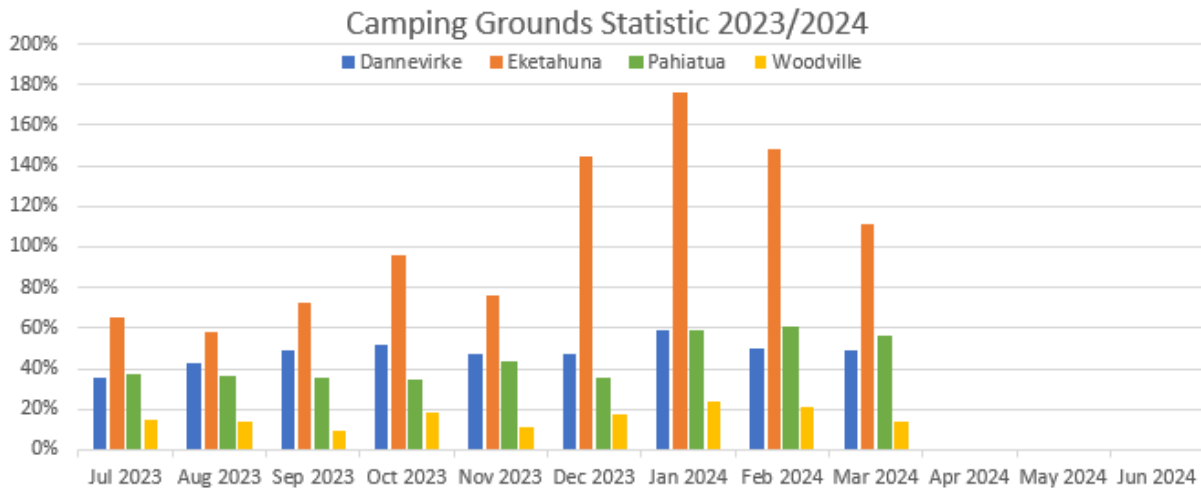
3.6.3 98.3% of customer requests for Public Convenience were responded to within 48 hours. The Facilities Team attended to multiple vandalism reports at public conveniences, notably at the Dannevirke Domain and High Street Exeloos.

### 3.7 Campgrounds

3.7.1 Campground occupancy rates across the district are reported to the Facilities Team by each Campground Manager. Data captured reflects the number of visitors per night.

Camping Ground Statistics - 2023/2024

	Capacity	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Total
Dannevirke														
Cabins		90	177	198	158	111	110	157	101	113				1,215
Campers	30	239	215	235	311	294	305	335	298	309				2,541
Tents		4	5	6	11	18	26	56	33	38				197
	30.00	333	397	439	480	423	441	548	432	460	-	-	-	3,953
Eketahuna	15	305	271	328	446	342	672	818	643	519				4,344
Pahiatua	30	342	338	315	315	389	322	544	528	520				3,613
Woodville	20	94	85	57	116	67	109	146	122	88				884
<b>Total</b>	<b>95</b>	<b>1,074</b>	<b>1,091</b>	<b>1,139</b>	<b>1,357</b>	<b>1,221</b>	<b>1,544</b>	<b>2,056</b>	<b>1,725</b>	<b>1,587</b>	-	-	-	<b>12,794</b>



3.7.2 Eketāhuna Camp Ground: The numbers of visitors remained good through February and as expected started to slowly decline in March. Campground managers were informed, overall they continue to be busy particularly with bookings over the long weekends (Easter and ANZAC) predominately by caravan club visitors with a new client 'All Points Camping Club' booked to stay over ANZAC weekend.

3.7.3 Dannevirke Holiday Park: are experiencing an increase in the number of requests each week from individuals facing homelessness or are transient needing long term stays (which they decline and refer onto appropriate services).

### 3.8 Playgrounds

3.8.1 Across the district condition assessments of our playgrounds have recorded minor – more than minor maintenance needs and unplanned renewals due to structural deterioration and safety hazards. Immediate action is taken to ensure the safety and functionality of the playgrounds. While we are doing our best to upkeep them with the resources available, rising costs and budget constraints over consecutive years have made it challenging to address the extensive repairs required.

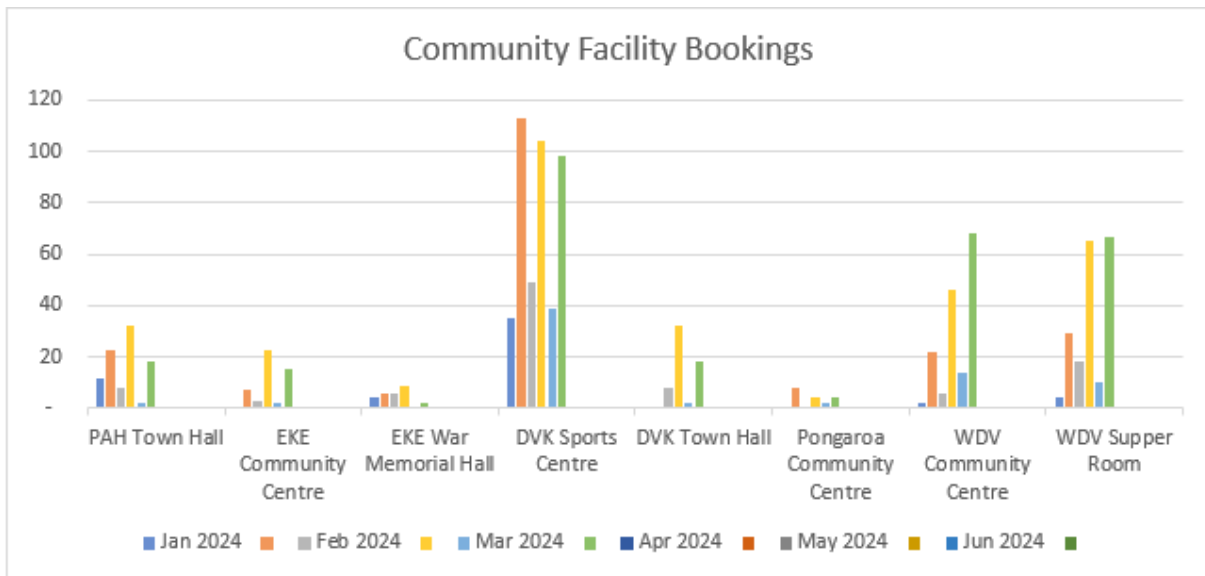
3.8.2 Vandalism and theft continue to pose challenges for the team to maintain levels of service at the Dannevirke Domain after theft of playground equipment and damage to the under 5s playground.

3.8.3 \$3500 replacement of nest swing:



### 3.9 Community Buildings

3.9.1 Below are the total number of hours per month each Community Building Facility has been utilised:



3.9.2 Dannevirke Sport Centre data spike in February reflects the overnight booking for Ngāti Kahungunu Kapa Haka Regionals. Pahiatua Town Hall is experiencing an increase in regular bookings from community groups as well as private functions.

BOOKINGS	Jan 2024		Feb 2024		Mar 2024	
	Bookings	Hours	Bookings	Hours	Bookings	Hours
<b>PAHIATUA</b>						
Centennial Stadium	-	-	-	-	-	-
PAH Cultural Centre	Closed until 1st Feb		4	4	4	4
PAH Town Hall	12	23	8	32	2	18
<b>EKETAHUNA</b>						
EKE Community Centre	1	7	3	22.5	2	15.5
EKE War Memorial Hall	4	6	6	8.5	1	2
<b>DANNEVIRKE</b>						
DVK Sports Centre	35	113	49	104	39	98.5
DVK Town Hall	-	-	8	32	2	18
Meeting Room	-	-	-	-	-	-
Pongaroa Community Centre	1	8	1	4	2	4
<b>WOODVILLE</b>						
WDV Community Centre	2	22	6	46	14	68
WDV Supper Room	4	29	18	65	10	67
	59	208	103	318	76	295

### 3.10 Public Conveniences and Cleaning Services

3.10.1 Reports of vandalism and theft of consumables in public conveniences throughout the district are received by cleaning contractors - PPCS. In response, PPCS have increased routine maintenance and cleaning sessions after events, replacing damaged toilet paper dispensers with stainless steel dispensers. Community Halls are promptly restored to their original state following any gatherings or events.

### 3.11 Swimming Pools

3.11.1 Eketāhuna Baths Management Committee Pool manager has reported another successful season, with good utilisation throughout. The pool season opened in late January due to water shortages and closed in March. Planning has already started for the necessary repairs and maintenance in preparation for next season.

3.11.2 Pahiatua Swimming Baths Committee management reported on the continued level of service to local primary schools via supporting the school curriculum with swim lessons. Unfortunately, despite recent efforts to upgrade the pool prior to the 2023/24 season, a substantial leak still exists due to almost half the pool's water leaking out in the week following shut down. Further work will be done to try to better understand where the leak is occurring.

3.11.3 Woodville Recreation and Play (WRAP) management have reported another good season despite the challenging weather in February. It was hoped the pool would remain open until Easter, but due to the weather it was not to be. Children under 16 years swim for free at Woodville thanks to Positively Woodville donations. Likewise, support from Whariti Swim Club enabled 75 children to sign up for free swimming lessons. Planning for repairs, maintenance and improvement projects over the coming months is now underway. Further funding is being sought for



several projects including the installation of solar electric panels (primarily used for heating).

3.11.4 Tararua Aquatic Community Trust (the Trust) ‘Wai Splash’ reported that its Variable Speed Drive (VSD) reached its end-of-life after 18 years and has now been replaced. The VSD is a critical component of the complex as its two core functions are to heat the ambient air coming into the complex and to heat the pool water.

3.11.5 Wai Splash will host their annual Triathlon in April, reporting over 60 participants of various ages and abilities.

3.11.6 Below are the total Swimming Pool attendance records:

Swimming Pool	Woodville	Pahiatua	Eketāhuna	Wai Splash, Dannevirke
<b>January</b>	1529	2047 (School Swim includes approx. 450/day)	611 (Opened 3 Jan)	2670
<b>February</b>	948	8577 (School Swim includes approx. 450/day)	455	6412
<b>March</b>	396	1068	0*	6506

\* Closed early March. Numbers not provided.

### 3.12 Cemeteries

3.12.1 Audit Visits to RSA Cemeteries by Bronze Plaques NZ were conducted on 17<sup>th</sup> March, with standards met at all RSA Cemeteries. Minor considerations were suggested to enhance preparations for ANZAC day this year which the team has included in the ANZAC preparation plan for future years.

3.12.2 Specific issues were addressed at Norsewood RSA Cemetery regarding the size and replacement of boundary hedging with fencing to reduce maintenance cost. Norsewood RSA plan to source funding support from Veterans Affairs NZ and will complete proposed works.

3.12.3 Investigations are under way into the Official Full/Closed Status of Kaitawa, Newman, Weber, Herbertville and Eketāhuna Settlers cemeteries. A LGOIMA was received regarding the Old Gorge cemetery status which has sparked the need to find whether these cemeteries have been through the official closure procedure.

### 3.12.4 Cemetery Enquiries Received:

The last three-month period has shown an increase in requests to change data entry errors in our database. Some requests come from families and others from genealogists. The requests are broadly regarding historic entries in the older cemeteries.

	<b>Enquiries (CRMs)</b>	<b>Enquiries (Inbox)</b>	<b>Ashes Interments</b>	<b>Burials</b>
<b>February</b>	10	17	4	2
<b>March</b>	15	9	9	5
<b>April</b> (current to 19 <sup>th</sup> )	<b>3</b>	<b>12</b>	<b>6</b>	<b>3</b>

### 3.13 Land

- 3.13.1 Council received notice of Termination for the Deed of License of Mangatainoka Domain as at January 1st. The land was advertised for tender from 12<sup>th</sup> February, for one month, pursuant to the Reserves Act. The successful tender has now taken over this License for a term of 5 years.
- 3.13.2 Mangatainoka Cemetery Reserve Deed of Lease is due to Expire next month, and the new term will be aligned to expire at the same time as the Domain. This lease will include a clause to allow for the pending cemetery extension.
- 3.13.3 Council has received notice of Termination for Ormondville Domain Deed of License, with 3 months' notice, as at 28<sup>th</sup> March.
- 3.13.4 The Licensee for Kohinui Domain exercised a Right of Renewal, for a further 5 years on March 1<sup>st</sup>.
- 3.13.5 One private hangar site lease for the Dannevirke Aerodrome has been resigned for a further 5-year term as at March 12<sup>th</sup>.
- 3.13.6 Two Commercial Deed of Lease documents are in the review stages for TACT at Wai Splash and Cello/Starink at Woodville Domain.
- 3.13.7 The Eketāhuna Health Centre Deed of Lease is in the process of being drawn up. The Health centre trust are operating on a month by month basis in accordance with the Holding Over clause in the previous deed.

### 3.14 Pensioner Housing

3.14.1 Customer Service Satisfaction Surveys were issued to tenants in January. 82 tenants surveyed; 48 responses were received. Survey outcomes showed 96% Tenant satisfaction with the landlord service received from council.

3.14.2 Pensioner Housing at Full occupancy.

3.14.3 Below is the current waiting list for Pensioner Housing:

Town	Total Number of People	Meets Criteria	Out of District	Two Bedroom	Has Pets	Under 65
Dannevirke	7	6	1	1	1	1
Woodville	8	8				
Pahiatua	7	5	1			2
Eketāhuna	0					

## 4. Community Development

### 4.1 Community-led Development Plans (Community Plans)

4.1.1 Norsewood Community Development Plan:

Initiate	Develop base	Gather ideas	Set priorities	Prepare draft document	Consult on Draft	Adopt and Present	Share Widely	Deliver Projects	Review and Refresh
----------	--------------	--------------	----------------	------------------------	------------------	-------------------	--------------	------------------	--------------------

Norsewood Community Plan has experienced delays due to changes of Chairperson for the Norsewood Promotions community committee.

Progress on the plan has recommenced with the appointment of Jamie Hughes as the Chair. Community development staff met with Jamie and representatives of the committee to re-engage the Community Plan. During the discussion, staff and community reviewed the feedback from previous community engagement and identified information gaps that need to be filled before the document can be finalised.

Additionally, it was identified at a community meeting held in Norsewood that some people have not yet had the opportunity to engage with the development of the plan.

Separate to the community plan activity, Council has committed to hold a community meeting in Norsewood in May to discuss council projects and consultations.

This gathering will provide an opportunity to enable participation and engagement in the community plan process for anyone in the community who has not yet had the opportunity. This is being organised by the Mayor’s Office and the community development team have been invited to present the process, and the Norsewood Promotions committee will present the Plan as it currently stands.

After this, the Committee will be working to finalised and adopt the document. Current timeline is for the Plan to be adopted and printed in July.

4.1.2 Eketāhuna Community Development Plan:

Initiate	Develop base	Gather ideas	Set priorities	Prepare draft document	Consult on Draft	Adopt and Present	Share Widely	Deliver Projects	Review and Refresh
----------	--------------	--------------	----------------	------------------------	------------------	-------------------	--------------	------------------	--------------------

The community have workshopped the first few sections of the plan, including generating some ideas. The community are currently working on completing background on the projects that are in progress so the ideas can be included in the plan or put forward during the Gather Ideas phase.

Community development staff have requested a Community Plan as an agenda item at the next Eketāhuna Community Board meeting on Monday 13 May, and an update on progress will be provided in the next Management Report to the Community Development and Wellbeing Committee.

4.1.3 Pahiatua Community Development Plan:

Initiate	Develop base	Gather ideas	Set priorities	Prepare draft document	Consult on Draft	Adopt and Present	Share Widely	Deliver Projects	Review and Refresh
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*Paused*

At its committee meeting on 7 February 2024, Explore Pahiatua resolved to await the 2023 Census findings due to be released on 29 May 2024 and, to add two additional personalised pages to their plan:

- Profiles of four people in the community.
- An image and description of our Explore Pahiatua committee members.

The committee will then look to finalise the document, pending potential updates to projects that have continued to progress in the meantime. Once the document has been finalised, the community will present to the Community Development and Wellbeing Committee. Current timeline is for the plan to be printed in June and adopted in July.

4.1.4 Woodville Community Development Plan:

Initiate	Develop base	Gather ideas	Set priorities	Prepare draft document	Consult on Draft	Adopt and Present	Share Widely	Deliver Projects	Review and Refresh
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Community Development Staff have been supporting Positively Woodville through the community plan process. Woodville is moving through the process at pace. The working group have developed a base of ideas – both projects and events – that were presented at a Community Planning Day on Saturday 27 April.

A count was not kept, but an estimate of about 20 people came through the doors on the Planning Day. They were given the opportunity to vote for the projects they most wanted to see happen, as well as a space to give feedback, share new ideas, or volunteer to get involved with projects.

One attendee commented that they were impressed by the variety of ideas and the level of organisation put into the day, however, they felt it was clear that the number of people through the doors was not representative of the number of people in Woodville. It was suggested that a letterbox drop take place to let people know what’s going on and give them the opportunity to vote using either ballots, or something similar such as a QR code to an online form. Positively Woodville have taken this suggestion on board and a mailer is in development.

It's important to gather a reasonable quantity of community feedback on the ideas, as this will demonstrate to the committee where the priorities of the community lie when it comes to the next phases of the journey – i.e., setting priorities and preparing a draft document to be consulted on.



Woodville Community Planning Day: Held on Saturday 27 April in the Sports Stadium Supper Room.



## 4.2 Fundraising Support

### 4.2.1 Community Fundraising Support – Statistics:

<b>Stats to date (1 July 2023 to 29 April 2024)*</b>		
Number of funding appointments to support groups with their fundraising planning / grant applications	78 <i>47 - Dannevirke            27 - Woodville            1 - Eketāhuna            1 - Norsewood            1 - Ormondville            1 – Pahiatua</i>  <i>* Note: No funding appointments were available from 1 December 2023 - 22 January 2024 (due to Christmas/New Year shutdown and staff illness)</i>	
Number of upcoming appointments scheduled for fundraising support	10 <i>6 - Woodville            3 - Dannevirke            1 - Pahiatua</i>	
Number of community applications submitted with council support	15 supported: - 13 Submitted - 2 Drafted	Of the Submitted: 5 Approved 2 Declined 4 Partially Funded 2 Pending
Total amount applied for (does not include drafted applications)	\$261,707	
Total amount granted for applications approved or partially funded	\$110,207	
Number of community applications submitted without council support (following a fundraising training appointment)	<i>New measurement – will be captured through the survey once enough data has been collected (low number of survey responses to date)</i>	

### 4.2.2 Community Fundraising Support – Survey

There have been 4 responses to the survey to date. The reason for a low response rate is likely due to the time between receiving support and receiving the survey.

This is unlikely to continue to be an issue as recipients of support will complete the survey during time of support.

#### 4.2.3 Community Fundraising Support – Newsletter

Introducing the Tararua District Community Development Newsletter - a digital newsletter dedicated to supporting and inspiring the remarkable individuals and groups driving positive change within our community.

The Community Development Team at the Council is launching this newsletter to provide practical support and information for those involved in community projects, services, and events.

Council’s Community Development service aims to support our communities to achieve their desired outcomes. The purpose of the newsletter is to support communities with key information and opportunities that will help to achieve local goals. It will feature important announcements, funding opportunities, and details on upcoming training events. Additionally, it will highlight community stories and examples of community-led development.

Aimed at local community champions, volunteers, and passionate people – the newsletter hopes to provide engaging content, as well as opportunities to contribute content and provide feedback for future editions.

To read the first issue, go to:

<https://www.flipsnack.com/7DEA6688B7A/1-april-2024-community-development-newsletter/full-view.html>

#### 4.2.4 Council Funding Applications

Project	Amount	Fund	Status
Cyclone Gabrielle Recovery – Alternate Communications (Starlink)	\$8,196.00	Lottery Minister’s Discretionary Fund	Granted (June 2023)
Waihi Falls Area Development (replacement toilets)	\$110,000.00	Tourism Infrastructure Fund	Granted (August 2023)



Cyclone Gabrielle Recovery – Social Recovery Event Programme	\$25,000	Lottery Minister’s Discretionary Fund	Granted (October 2023)
DigitalSpaces / Cyclone Gabrielle Recovery – Mobile Community Hub	\$75,000 \$90,000	Lottery Minister’s Discretionary Fund MBIE Contract Variation	Granted (October 2023) Granted (October 2023)
Cyclone Gabrielle Recovery – Akitio Cell Tower Back-up Generator	\$44,000	Lottery Minister’s Discretionary Fund	Granted (October 2023)
Cyclone Gabrielle Recovery – Mobile Generators for Community Hubs	\$30,600	Lottery Minister’s Discretionary Fund	Granted (October 2023)
Community Hubs Needs Assessment – Disability Ramps for Herbertville and Weber Community Halls	\$16,707	Eastern and Central Community Trust – Grassroots Fund	Granted (April 2024)
<b>TOTAL 2023/24 FY</b>	<b>\$399,503.00</b>		

### 4.3 Community Connection

#### 4.3.1 Woodville 150 Sesquicentennial Celebrations

The township of Woodville is planning a celebration of 150 years since the formation of the town. From 1 January 2025 to 1 January 2026, events will be hosted under the Woodville 150 Years banner by a variety of groups, clubs and organisations from Woodville and surrounding areas.

Community development staff are attending the meetings of the organising committee to identify areas where council can support this event. Currently, the following support is underway or being explored:

- Fundraising support for Positively Woodville to apply for an external grant to fund the installation of a FlagTrax system that will enable easy installation of community promotion flags on streetlights.
- Communications support of a Council Photographer for “Milestone Moments” throughout the year of events, and sponsorship of a ¼ page on council’s page in the Bush Telegraph.

#### 4.3.2 80<sup>th</sup> Anniversary of the Polish Children’s Arrival in Pahiatua

The township of Pahiatua is planning a commemoration of 80 years since the Polish Children arrived in Pahiatua in 1944 as refugees of war. In November 2024, there will be a community-wide event programme that spans over 2-days and includes participation from local businesses, schools and community clubs, groups, and organisations.

Additionally, the community will be celebrating “3 May Constitution Day” on Thursday 2 May 2024. Constitution Day is a Polish national and public holiday that takes place on 3 May. The holiday celebrates the declaration of the Constitution of 3 May 1791 - the first modern constitution in Europe.

- 2 May: Pahiatua Celebrates “3 May Constitution Day”
- November 2024: Two-day celebration of the 80<sup>th</sup> Anniversary

Community development staff are attending the meetings of the organising committee to identify areas where council can support this event. Currently, the following support is underway or being explored:

- Connection to council’s Facilities Team regarding plans for a sculpture to be erected.
- Fundraising support\* for the proposed sculpture.
- Fundraising support\* for the Pahiatua Marae to enable marae participation and involvement in the events.
- Communications support of a Council Photographer for “Milestone Moments” throughout the event, design support for posters and event programmes, sponsorship of a ¼ page on council’s page in the Bush Telegraph.

*\* i.e. support to seek and apply for external grant funding*

## **5. Economic Development**

### **5.1 Support for existing business**

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



<https://www.tararudc.govt.nz/services/business-support/research-tools>

### **5.2 Funding for future initiatives**

#### **5.2.1 Regional Events Promotions Fund**

Details of the new MBIE Regional Events Promotions Fund have been shared with Viking Festival and International Woodville NZ MXGP promoters for their consideration:

<https://www.mbie.govt.nz/immigration-and-tourism/tourism/tourism-funding/regional-events-promotion-fund/>

#### **5.2.2 MSD labour funding**

Following the successful conversations brokered by the Economic Development team with MSD Palmerston North office and Tararua Alliance around Cyclone Gabrielle employment funding, funding agreements are being finalised for support funding of “train the trainer” for existing staff. A first for MSD, this will enable identified existing staff to be upskilled so they are then in a position to lead a team of new MSD clients.

### **5.3 Business Relationships**

#### **5.3.1 Tourism relationships**

In addition to the agritourism event held at the end of 2023, relationship meetings with Destination Wairarapa, CHB and Hawkes Bay Tourism have commenced. Work has commenced to strengthen the visibility of Tararua on the Classic New Zealand Wine Trail. Visitors who travel the trail from Hawkes Bay to Marlborough travel through Tararua District but have no specific points of interest identified for them to consider stopping at.

We will look to bring Tararua attractions alive more in presentations that our neighbouring RTOs deliver to international tourism buyers and on electronic material. These adjustments and prioritising of them being actioned, may not take place until post 1 July 2024 when our neighbours have more certainty around budgets.

In a few weeks the Economic Development team will be spending 15 minutes with a group of international buyers as they travel the Classic New Zealand wine trail as a post TRENZ tour.

Works around additional developments in Agritourism are progressing with our neighbouring districts, with additional engagement events in Tararua being proposed by local and national providers.

#### 5.3.2 Operational meeting Economic Development counterparts

A number of informal meetings have taken place to understand better how we may be able to work more collaboratively with CEDA and CHB. Unfortunately, the latest Accelerate25 meeting was cancelled and we await a date for the rescheduled meeting.

#### 5.3.3 Energy Efficiency and Conservation Authority (EECA)

Regional Energy Transition Accelerator (RETA) Presentation at Te Manawa took place 5 April. It was well attended by representatives across the Manawatu Region. The presentation was an introductory session of a work programme that will be taking place over the next seven to nine months for the Horizons region. This work stream will complete the North Island study and the overall work programme of RETA between the North and South Islands, eventually creating a National picture. [Regional Energy Transition Accelerator | EECA](#)

#### 5.3.4 Manawatu Chamber

In March collaboration sessions took place with Manawatu Chamber to live stream some of their BA5 sessions to our businesses that are members of the Pahiatua Districts Business Group, Dannevirke Chamber, or users of DigitalSpaces. The first two sessions were on Unconscious Bias and AI Revolutionising Business Productivity. The sessions were well received, and we are continuing to look at ways we may be able to strengthen these relationships for the benefit of the Tararua Business community.

### 5.4 DigitalSpaces trailer

The build of the trailer is going well, with significant momentum. It is anticipated that in mid-May we will be in a position to launch the trailer at a multi-Chamber event in Pahiatua. Plans with the Mayor are being worked through to invite Minister Hon Mark Mitchell to the event to formally launch the trailer. Should the invitation be accepted, the Mayor's office will consider invitations to elected members and Kanoa staff in the Manawatu.



The “first fix” trailer above was driven for the first time in early April to relocate it for additional works. Images below are a 3D artist’s impression of how it is expected to look.





## 5.5 New business

- 5.5.1 An exciting new business, "Rattle Ya Dags," will be launching soon from Dannevirke. It offers a viable use for a waste product that supports an avenue of diversification for farmers. The economic development team have been giving support through initial business meetings, through providing the DigitalSpaces wrap around for their website development, and through opening connections with other businesses that will be able to support its growth through collaboration, website development, and physical sales.

## 5.6 Existing businesses and groups

One on one meetings have recently taken place with Scanpower, Tararua REAP, and Pahiatua Business Group, and additional meetings are scheduled with Metalform, Iwi, and Dannevirke Chamber. All meetings are proving to be very fruitful as we plan for the new economic development plan fully activating from 1 July 2024.

Work outputs from these meetings have highlighted the need to develop a business resilience keynote speakers event to support our retailers and farmers as they work through tougher trading times and prepare for the future. This event may take place as soon as June.

In addition to one-on-one meetings we have been meeting retailers in Pahiatua, Woodville, and Dannevirke, with Eketāhuna and Norsewood conversations to take place soon. These informal chats have helped us reposition DigitalSpaces in the marketplace and seen the team solving simple digital and training need solutions. Businesses that identified a wish to access the IT equipment are being followed up with so the opportunity is not missed for them to take their businesses more online.

## **5.7 RBP clinic**

After a long gap and numerous staff changes, we welcomed the new RBP team into the district on 17 April. The RBP team, alongside the economic development team, based themselves at the DigitalSpaces facility in Woodville to meet with in-district businesses. A few attended, and we developed a plan for the next steps with the RBP team regarding one-on-one meetings with businesses, as well as training and attendance at the mid-May multi Chamber event.

## **5.8 Te Ahu a Turanga: Manawatū Tararua Highway shared path update**

Shared path discussions and meetings took place with the Waka Kotahi team around the Hampson Street extension to the Woodville swimming pool. Waka Kotahi will be commencing engagement with the local community and construction will need to commence shortly to work within the funding window of works completed by 30 June 2024. The Economic Development team are working collaboratively with Hamish Featonby on this important link to Woodville from the Te Ahu a Turanga: Manawatū Tararua Highway. The extension is 100% funded by Waka Kotahi, which is saving the district significant funding that was set aside in the previous Long Term Plan.

Community groups are actively looking at funding opportunities via the Recreational Path Fund that is connected to the Te Ahu a Turanga: Manawatū Tararua Highway:

<https://www.nzta.govt.nz/projects/te-ahu-a-turanga/publications>

## **5.9 Te Āpiti – Manawatū Gorge – Project Group**

A number of walkway projects connected to Te Āpiti – Manawatū Gorge are gathering momentum in Ashhurst and Woodville. As requested by the Te Āpiti – Manawatū Gorge Governance Group, a project group has commenced to help foster sharing of information between involved parties (Councils, voluntary groups, Iwi and Government Departments) to make sure all funding avenues are considered. An opportunity exists for Tararua to play a leading role in the chairing of this group, and this is being discussed with Mayor Tracey. The minutes from this group will be shared with the Te Āpiti – Manawatū Gorge Governance Group.

## **5.10 Events**

### **5.10.1 Rural Games**

The Economic and Community Development team attended the Rural Games 9-10 March 2024. The event was well attended by patrons from across the region. Booth registration was late due to reasons outside of our control; however, our stand impact on the day was on par with previous years.

To support improved engagement levels with event attendees and reduce the amount of staff weekend work it is proposed that attendance in 2025 would be over a Friday and Saturday only. This approach would:

- improve reach to our regional high schools via a MTFJ team presence on the Friday.
- Utilise the DigitalSpaces trailer as our stand space to create an interactive zone.
- Utilise the “big screen” on the trailer to promote Tararua District
- Consider student discussion zones with Tararua competitors, and discussions with fencing and other associations. Increase leveraging opportunities from the event and driving new MTFJ conversations.

#### 5.10.2 Tararua Sheep and Beef Farmer of the Year Awards

This event was yet again a sell out in 2024. With the Mayor and Councillors support on the night, Tararua District Council was very visible around its engagement with the rural community.

#### 5.10.3 Auckland Covi Motorhome Show

The economic development team attend the Auckland Covi Motorhome Show in March 2024. A successful attendance (details in the isite management report), though it was noted that patron numbers felt a little down compared with previous years. Attendance at this event may not be a priority in 2025 with alternative options being considered closer to home.

By taking the DigitalSpaces trailer to these types of events in the future, attendance costs will be significantly reduced as an external site will be the only requirement.

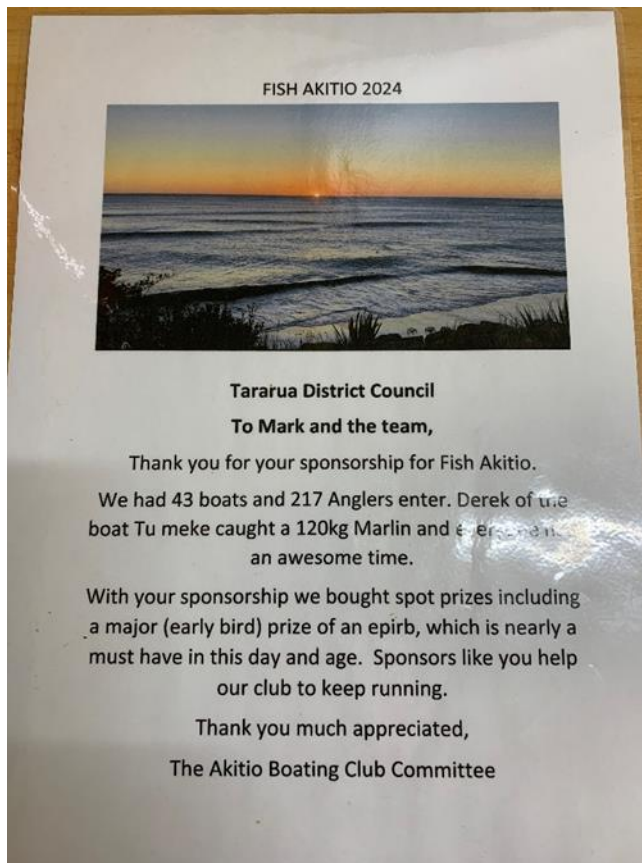
#### 5.10.4 Major event financial sponsorship snapshot

As requested in the last Community Development and Wellbeing committee meeting, a breakdown of 2022/23 and 2023/24 in district event sponsorship costs has been included. A reduction in Council contributions has been achieved this year through some events not seeking support, negotiation of reductions in sponsorship amounts or removal of previous year contractor costs. New events have been supported this financial year. We await the outcome of the Long Term Plan before entering into new sponsorship negotiations with event providers.



Sponsorship	2022/23	2023/24	Additional comments
NZMCA Golf Competition	\$1,000.00	\$1,000.00	
International Woodville NZ MXGP contractor costs	\$11,187.91	N/A	
International Woodville NZ MXGP sponsorship event category	\$2,500.00	\$2,500.00	
NZ Rural Games	\$5,000.00	\$4,500.00	(Reduced for 23/24 year due to reduced print visibility)
Tararua Sheep and Beef of the year awards	\$2,500.00	\$2,500.00	
Dannevirke Ross Shield	\$5,000.00	\$0.00	
Akitio Boating Club – Fishing Comp	\$500.00	\$0.00	(Funds carried forward from 2022/23 due to Cyclone Gabrielle cancellation)
Jazz in the Park	\$5,217.39	\$0.00	(Council met with the promoter but no event eventuated this summer)
Mad Hatters	N/A	\$996.00	
Norsewood 150th – Marquee	N/A	\$455.65	
Pukaha Mt Bruce - Community Day	\$0.00	\$500.00	
Sport Manawatu - Tararua Sports Awards	\$0.00	\$500.00	
<b>Total</b>	<b>\$32,905.30</b>	<b>\$12,951.65</b>	

## 5.11 Thanks for event support:



## 6. DigitalSpaces

### 6.1 Activity Funding Statement

All development areas in this report for DigitalSpaces are funded through the MBIE/PGF funds, excepting the DigitalSpaces trailer which is funded through a partnership with MBIE/PGF and DIA.

### 6.2 Business events

Evan Morgan, Digital Hub Activator, delivered an Introduction to Photoshop course in February. The course was successful with positive feedback received. A video of the course along with course material has been made available to the attendees.

As outlined in the Economic Development update above, DigitalSpaces developed marketing material for the digital offering of Manawatu Chamber events to our business community. The two online courses covered Unconscious Bias - Let's Talk About it & Ai Revolutionising Business Productivity.

In addition to these two online courses, we also collaborated with Tararua REAP on the delivery of two in person excel courses in April.

#### 6.2.1 Data capture and service marketing

- DigitalSpaces is now using Mailchimp to help launch events & course information in addition to the DigitalSpaces Facebook communications. 171 businesses now receive information via this new platform.
- Supporting the increased awareness of the service, a DigitalSpaces brochure has been distributed to businesses in Woodville, Pahiatua and Dannevirke. Through these conversations a database of the regions businesses that captures latest business needs is being updated.



### 6.3 Within the hub work room

- In the last quarter we welcomed eight new clients to DigitalSpaces. The clients have been tertiary students, new businesses and well-established people all needing a collaborative place to work. There have been 8 x new clients making use of DigitalSpaces in the last quarter. The new users have come from word-of-mouth recommendations and off the back of the marketing to businesses across the district.
- Local photography has been used to help identify the DigitalSpaces workstations for booking purposes.



#### **6.4 Next quarter**

The DigitalSpaces Activator Evan Morgan will continue to promote the service via email campaigns, social media and in person visits.

- Upcoming courses are being confirmed with providers.
- Distribution of promotional material to Norsewood & Eketāhuna businesses will be finalised.
- The DigitalSpaces trailer build will be completed, and marketing of the service finalised so the community can start to learn about the opportunities that the trailer will bring. Promotion of the service will commence in conjunction with the Ministers formal launch of the trailer.

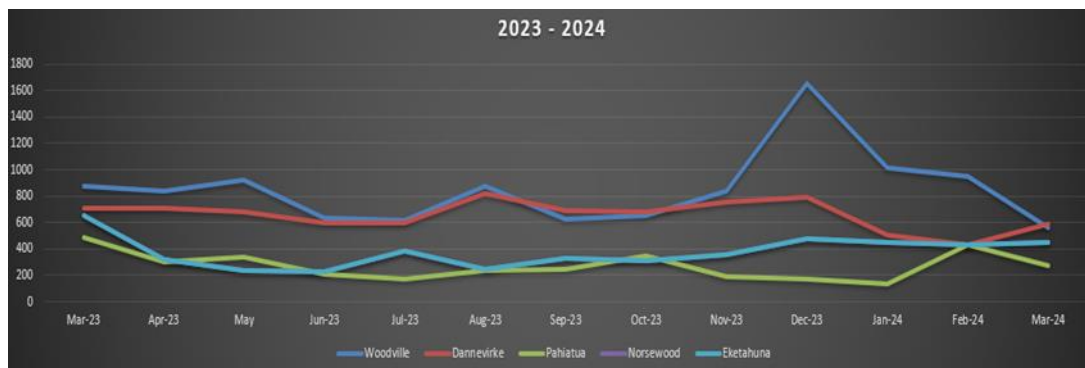
### **7. TARARUA I-SITE REPORT – February – March 2024**

#### **7.1 Welcome Packs**

- 7.1.1 There were 32 Welcome Packs sent during February and March 2024 with 15 being purchasers outside the district.



**7.2 Tararua isite and Information Centre enquiries:**



**7.3 Covi Motorhome Show Auckland – March 2024**

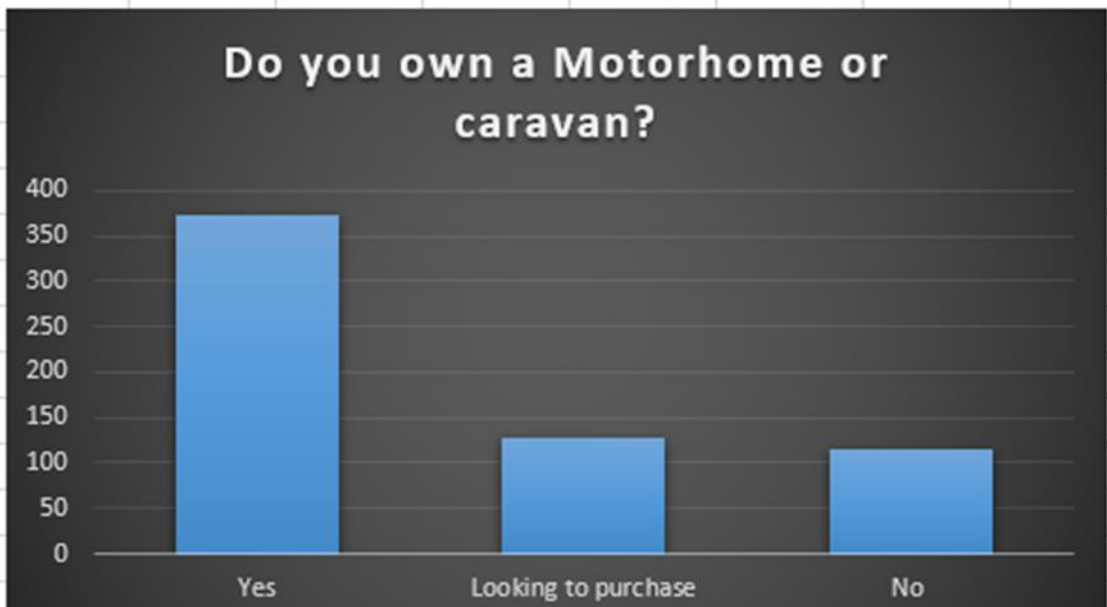
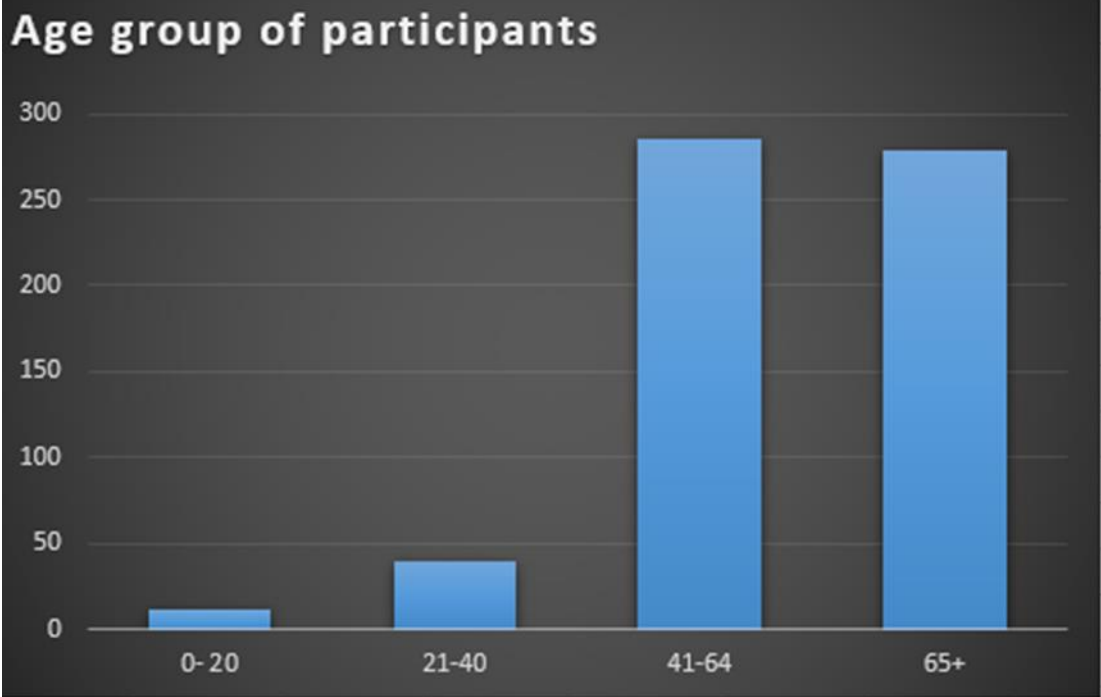
7.3.1 The Economic Development team attended the Covi Motorhome show in March 2024, continuing the districts drive to attract more NZMCA members to stop, spend and stay in the district. Following the attendance and conversations at the show, we have already met up with domestic visitors from Auckland in the

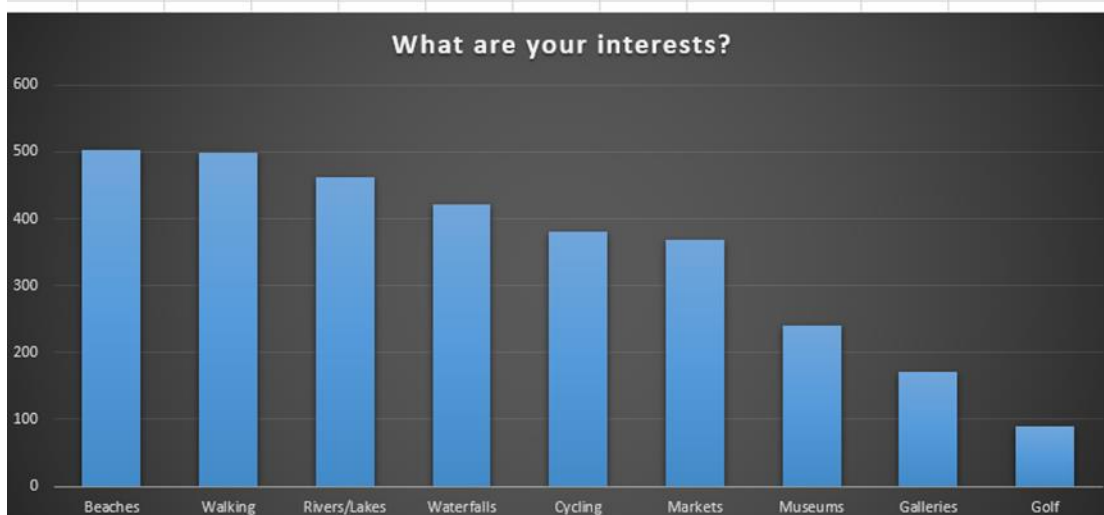
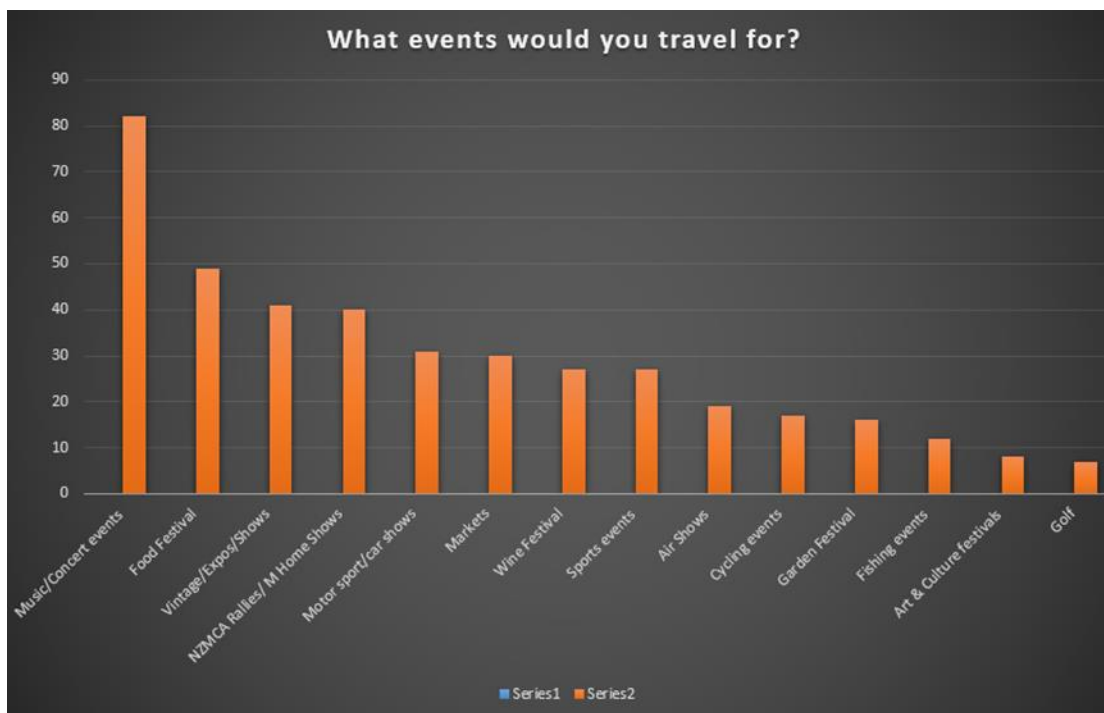
Woodville isite who visited the stand at Covi. Exhibiting at Covi and other NZMCA shows delivers against the district's tourism aspirations:

- Motor caravan visitors contribute significantly to the tourism industry by spending money on accommodations, dining, attractions, and local products.
- Their expenditure directly boosts the local economy and supports businesses such as campgrounds, restaurants, and souvenir shops.
- Motorcaravan visitors frequent local businesses, including grocery stores, gas stations, and restaurants.
- Their spending contributes to the livelihood of these establishments and encourages economic growth in the region.
- They often stay longer in an area compared to traditional tourists.
- Longer stays mean more opportunities for local spending, exploration, and engagement with the community.
- These visitors explore off-the-beaten-path locations, promoting regional diversity.
- Lesser-known towns and attractions benefit from increased visibility and foot traffic.

7.3.2 There were 615 responses to our survey with 385 of those requesting to receive the monthly Events Calendar.

7.3.3 Questionnaire data from the Covi Motorhome show 2024:





## 8. Library

### 8.1 Events and Programmes

8.1.1 The STEAM into Reading holiday programme ended on January 26 2024, with 52% of participants completing the full programme. ‘Elf on the shelf’ and ‘Guess the number of pompoms in the jar’ winners were drawn. “Love your Library’ Day was celebrated on February 14 with ‘mystery’ books available to read and review. Those taking part received chocolate for their efforts.

8.1.2 Over the month of February Dannevirke, Eketāhuna, and Woodville branches hosted after- hours community consultation on the Urban Growth Strategy.



- 8.1.3 Two Librarians attended the Pahiatua Children’s Day in March. There were 108 entries in the prize draw, below pictured is one lucky winner.



- 8.1.4 Our annual Easter Egg hunt went well with over 125 children participating and earning chocolate egg rewards.

## 8.2 Branch Operations

- 8.2.1 We experienced minimal disruption to our service over the last three months particularly given the vacancy in the team.
- 8.2.2 Dannevirke Library experienced 98.9% normal opening hours.
- 8.2.3 Eketāhuna Library and Service Centre experienced 96.8% normal opening hours.
- 8.2.4 Pahiatua Library experienced 91.8% normal opening hours.
- 8.2.5 Woodville Library experienced 98.7% normal opening hours.

## 8.3 Community Engagement

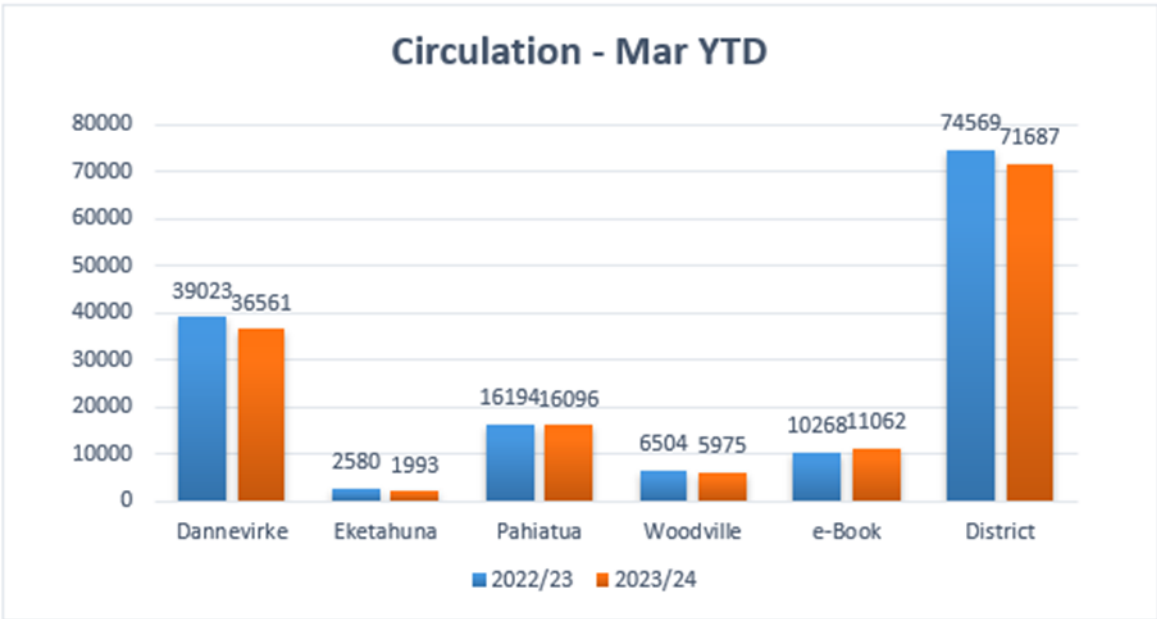
- 8.3.1 83 pupils from Pahiatua School visited the Pahiatua Library on 23 February 2024. The visit included an introduction and orientation, followed by a storytelling session.
- 8.3.2 Volunteer Central engaged with interested members of the public at Dannevirke Library in March. They provided advice on connecting with volunteers and available volunteer positions in local organisations.

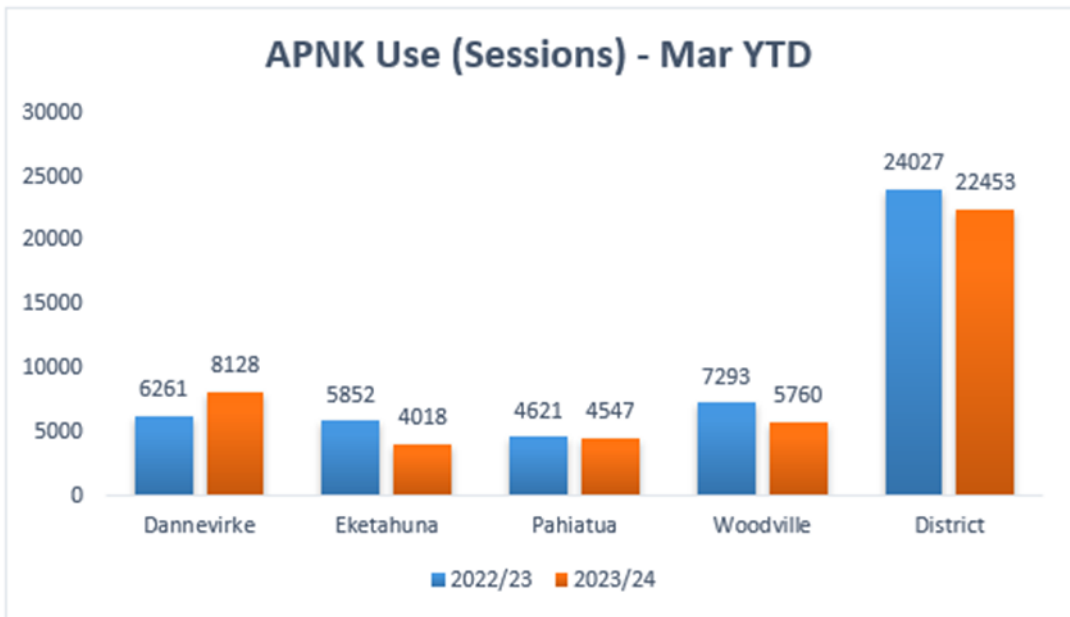
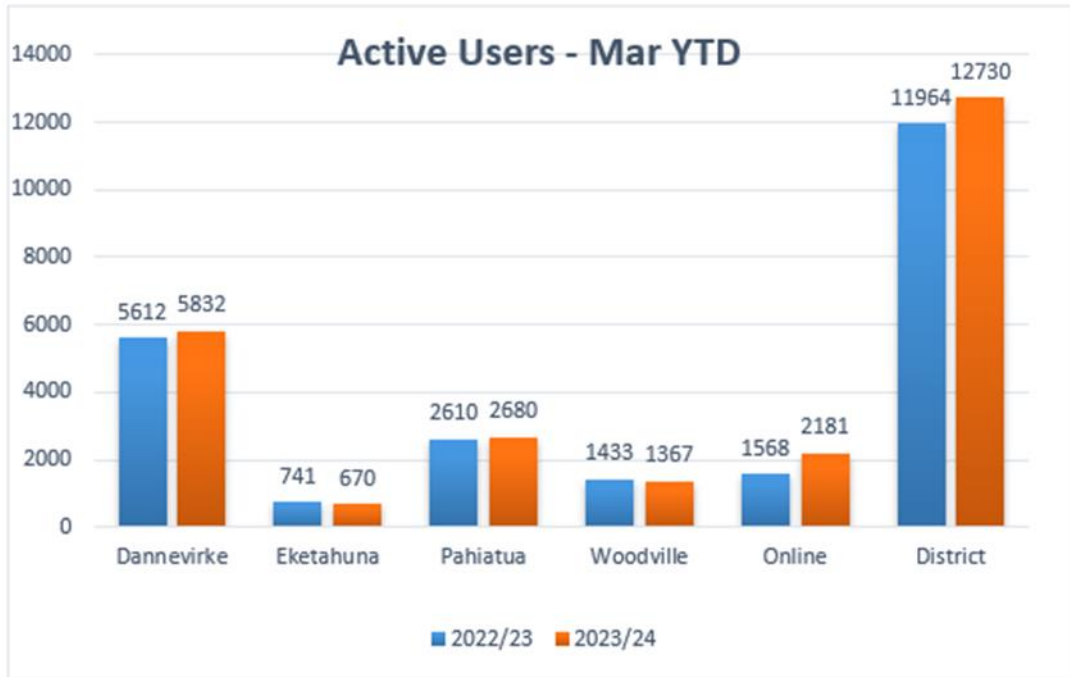
**8.4 Planning**

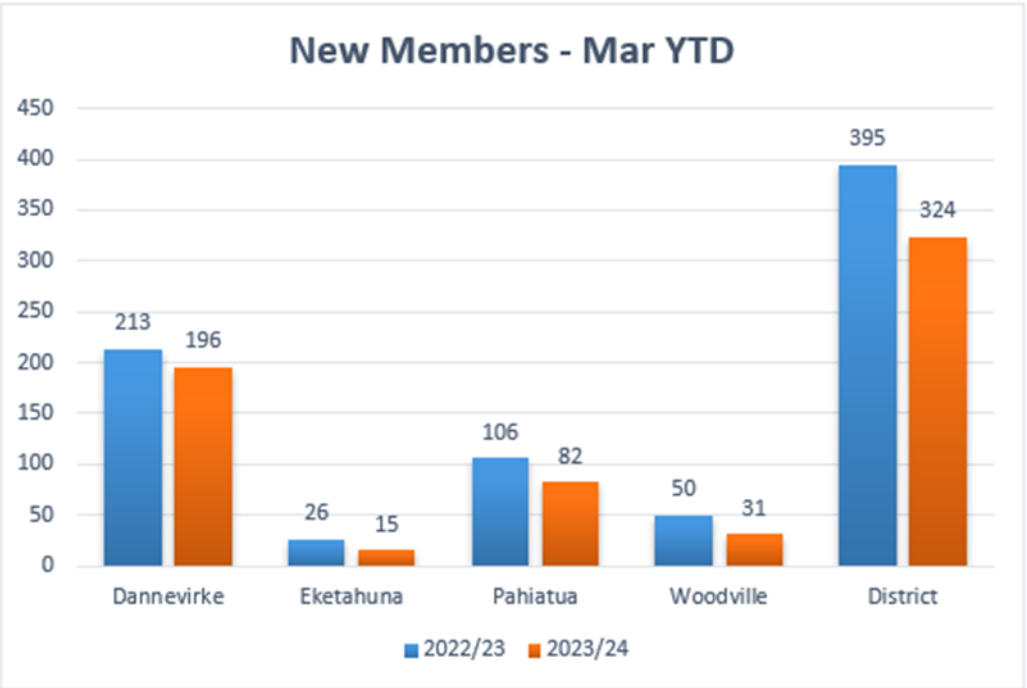
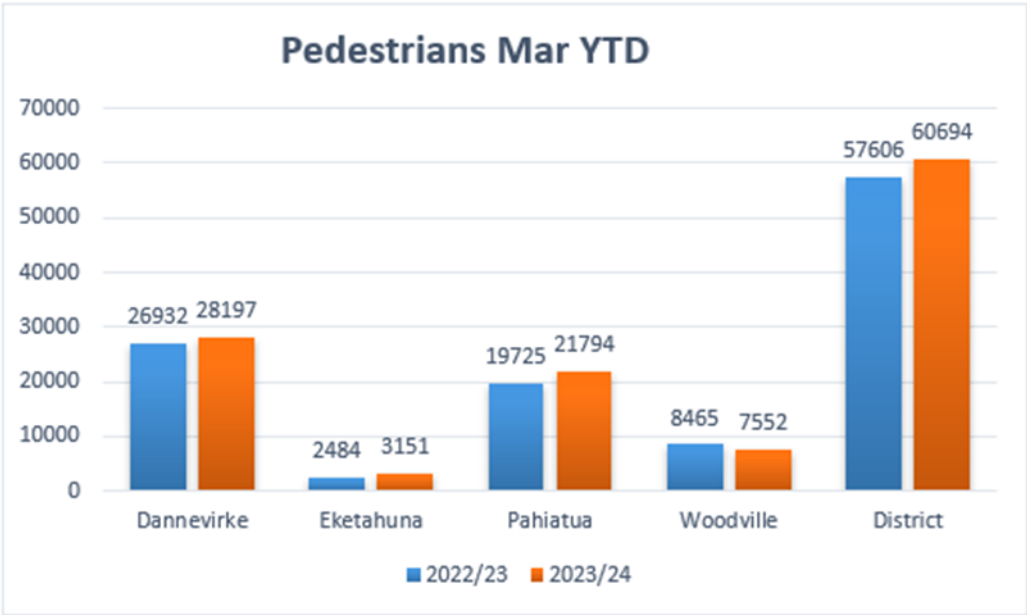
- 8.4.1 The term one holiday programme will be a QR Code quest. Children will scan QR codes around the library that link to a word scramble. Participants will unscramble letters from to earn rewards.
- 8.4.2 We will be undertaking a stocktake of the entire physical collection to ensure database integrity and to replace any items.
- 8.4.3 Tararua's first Storywalk® at Eketāhuna, featuring "Manukura: the white kiwi," is in progress, having received permission from the publisher, author, and illustrator. We will now gather quotes to enable review and application to funders.
- 8.4.4 Online resources and APNK Services were promoted in March through Facebook and in-house promotional material. April's focus will be on the Housebound Delivery Service.

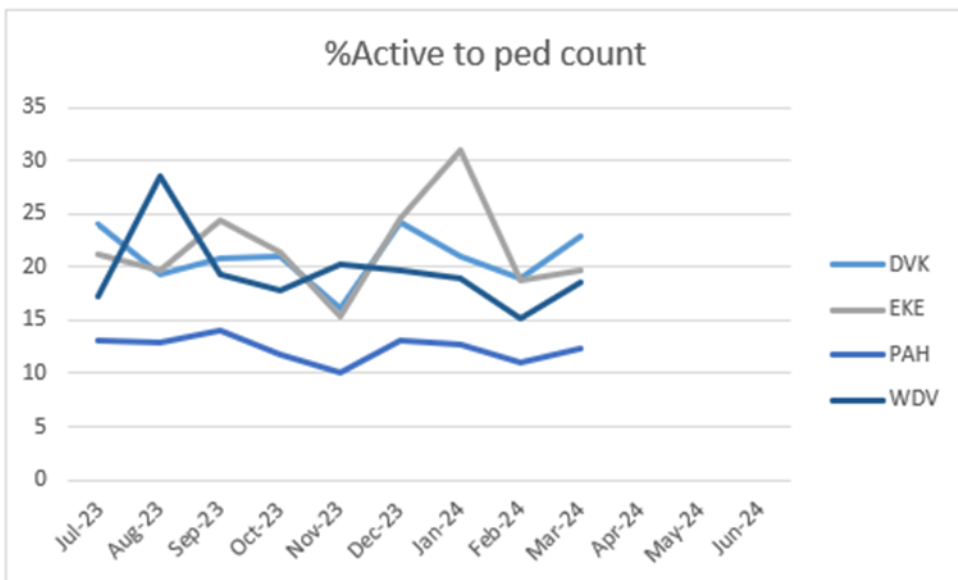
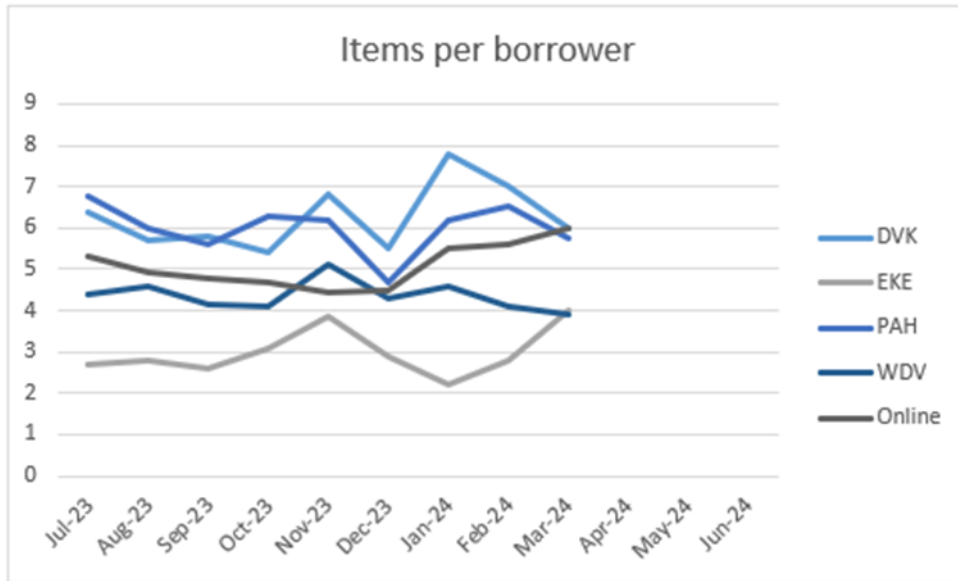
**8.5 Statistics**

8.5.1 As at 31 March 2024:









## 9. Customer Services

### 9.1 Call Statistics:

#### February 2024

#### February 2023

Total Calls	Average Wait Time (Seconds)	Total Calls	Average Wait Time (Seconds)
2032	18.50	2111	21.61
Abandoned Calls	Average Talk Time (Seconds)	Abandoned Calls	Average Talk Time (Seconds)
92	116.30	65	115.54

#### March 2024

#### March 2023

Total Calls <b>1698</b>	Average Wait Time (Seconds) <b>15.60</b>	Total Calls <b>2127</b>	Average Wait Time (Seconds) <b>20.57</b>
Abandoned Calls <b>35</b>	Average Talk Time (Seconds) <b>121.61</b>	Abandoned Calls <b>72</b>	Average Talk Time (Seconds) <b>103.57</b>

## 9.2 Customer Request Management (CRM) statistics

9.2.1 In February a total of 692 CRMs were entered into the system compared with 765 in the same month last year. Afterhours received 226 calls, out of which 108 RFS were created. 46 Customers used the Antenno app to report an issue or to provide feedback.

February 2024		February 2023	
Top 5 Categories:		Top 5 Categories:	
Parks & Reserves Maintenance	32	Rural Slip or Washout	97
Noise - Bass/Stereo/Radio/Tv – 1st Call	31	Rural Surface Damaged, defect	25
Dog Compliant – Attendance Required	29	Dog Complaint - Wandering/Roaming	24
Water Leak	27	Rural Fallen Tree	24
Water Toby Damaged/Leaking/Needs Repair	26	Water Leak	24

9.2.2 In March a total of 651 CRMs were entered into the system compared with 850 in the same month last year. Afterhours received 216 calls, out of which 105 RFS were created. 40 Customers used Antenno app to report an issue or to provide feedback.

March 2024		March 2023	
Top 5 Categories:		Top 5 Categories:	
Noise - Bass/Stereo/Radio/Tv – 1st Call	38	Water Leak	36
Water Leak	26	Dog Enquiries – General Enquiry	34
Water Toby Damaged/Leaking/Needs Repair	21	Water Quality Issue - Taste	33
Dog Enquiries – General Enquiry	20	Dog Complaint – Wandering/Roaming	31

March 2024	March 2023
Top 5 Categories:	Top 5 Categories:
Stock Complaint - Wandering 19	Noise - Bass/Stereo/Radio/Tv – 1st Call 25

### 9.3 Customer Feedback

9.3.1 First contact resolution refers to the ability of a customer service representative to address and resolve a customer's issue or inquiry during their initial contact. Essentially, it means resolving the customer's problem or answering their question without the need for the customer to follow up or contact council again regarding the same issue.

This is not currently measured, however we are investigating implementation of a live customer feedback system that would enable this. Anecdotally, the Customer Experience Manager outlined that the opportunity for first contact resolution differs from site to site and can also be dependent on topic as some council services are far more technical than others. We look forward to being able to provide you with the first customer resolution statistics at some time in the future.

### Attachments

Nil.







# Report

Date : 2 May 2024  
 To : Chairperson and Committee Members  
 Community Development and Wellbeing Committee  
 From : Mike Dunn  
 Manager - Programmes & Projects  
 Subject : **Capital Programme Report**  
 Item No : **8.3**

## 1. Recommendation





1.1 *That the report from the Manager - Programmes & Projects dated 23 April 2024 concerning the Capital Programme Report be received.*







## 2. Reason for the Report

2.1 This report is to update the Community Development and Wellbeing Committee on the capital programme and key project statuses.







## 3. Capital Portfolio Report

3.1 This report focuses on the facilities, regulatory, district support, promotion, and economic development.

Portfolio Health Status		Forecast	General Comment
	 Green		The portfolio of works does contain operational projects as well as capital. This is due to some of our key projects being of an operational nature. Key efforts are the maintenance of momentum with new staff joining the facilities team and the exit of the group manager.
<b>Schedule</b>	 Green		Within the portfolio only a minor number of projects have some risk to schedules, primarily across the facilities portfolio, largely due to resourcing both

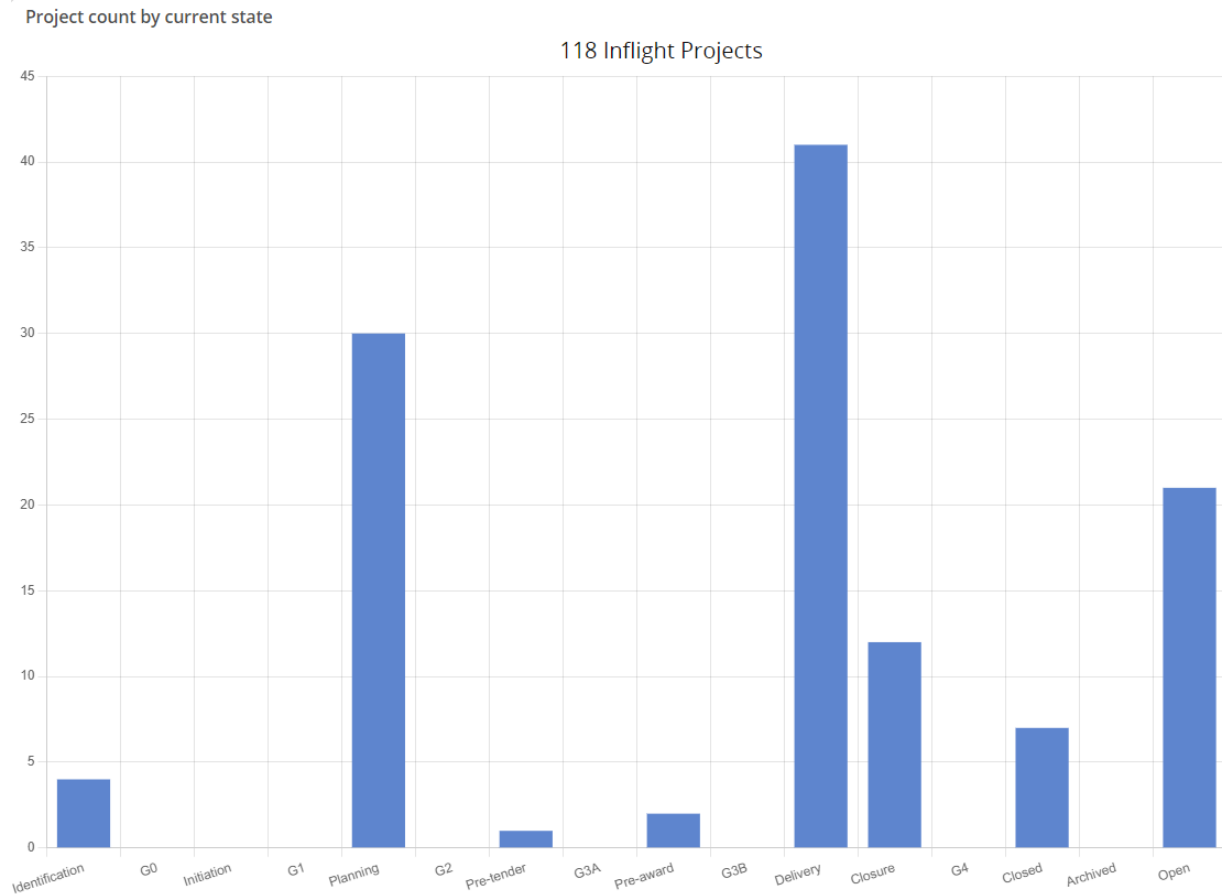
			internal and external. Some of the projects in planning require additional time and resources allocated in order to ensure direction and create required momentum.
<b>Budget</b>	 Green		Projects are tracking to their associated budgets and have no significant adjustments identified.
<b>Risk</b>	 Green		<p>Project risks are being mitigated effectively. We have made significant progress into capturing our project risks with the onboarding of new staff and our Assistant Project Manager Chantelle assisting the work.</p> <p>Initiatives in the space are set to assist the reporting to the Audit and Risk Committee for flagged high risk and issue items as well as trend reports within these portfolio updates.</p>
<b>Resourcing</b>	 Green		Resourcing this portfolio is underway with handovers occurring to ensure effective delivery.

**Legend**

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

## 4. Capital Projects by Status

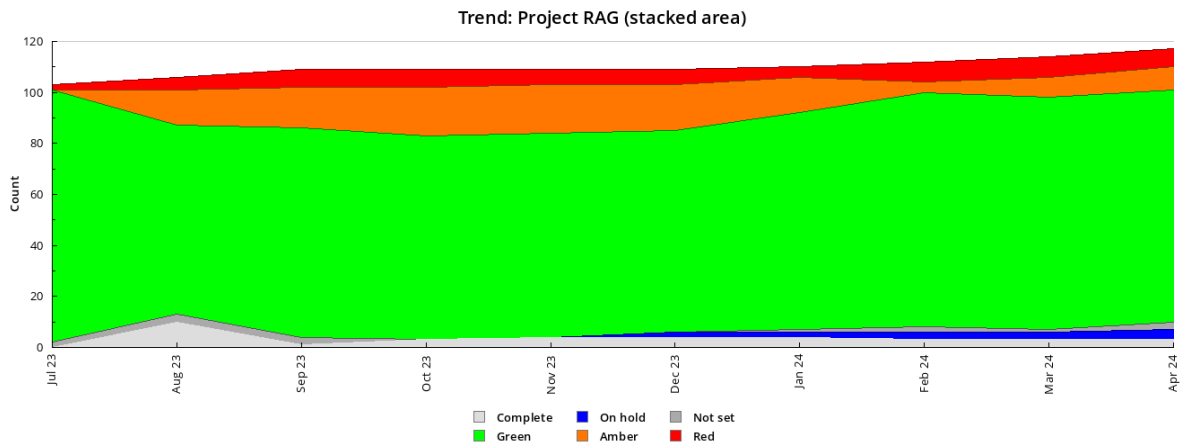
4.1 Our project management framework stipulates Gates for approval processes as depicted by G0, G1 etc. The Open section (on the right) are currently being utilised for renewal projects.



4.2 We are working on ensuring the above graph can depict a trend report of projects life cycle for these reports to deliver greater oversight. This should be reflected in the next committee reports.

## 5. Capital Project status by overall Red, Amber, and Green

5.1 Note the following graph continues to show positive momentum even with the inclusion of the carry forwards.



## 6. Project Update



Project	Managed by	Comments	Status
Carnegie	Mike Dunn	The heritage assessment is in draft and we are currently reviewing and providing comments in order to finalise the report. Once final, we will attach this report to a future project update. Additionally, this project is undertaking a handover to Sue Lawrence.	
Waihi Falls Toilet	Eugene Priest	Following approval from Council, the necessary agreements have been signed with TIF. The Supplier has received all applicable permits to allow construction of new toilets at Waihi Falls. We are currently finalising the construction agreements with the Supplier now.	
Dannevirke Barraud Street	Robert Hood (New)	Following Council discussion regarding work required at Barraud Street Toilets the project was significantly reduced in budget requirement and is being scheduled for minor refurbishment.  The Facilities Projects Officer Robert Hood is receiving a hand over of this work from Jeff Glynn for delivery.	
New Pahiatua Pool	Mike Dunn	Meeting with Bush Aquatic Trust to discuss actions and funding requirements. Funding shortfall identified and building consent timeline has been extended once. The building consent expires end of this calendar year and if this eventuates, we will need to be reapply in full.	

Project	Managed by	Comments	Status
Existing Pahiatua Pool reseal	Mike Dunn	Work completed - handrails, ladders and holes were patched. The pool is now operational and meets NZ standards.	
Cemeteries extensions	Eugene Priest	Tararua District Council reviewed the layout designs for the Dannevirke and Mangatainoka Cemeteries to provide guidance around their extension through the 2024-2034 Long Term Plan.	
MPI Emergency Hub Fund	Mitchell Guile	Final report being completed. Generators have now arrived. They are being wired in over the period 15 - 27 April. Plumbing completed for Makuri. Plumbing is unable to start at Herbertville until new roof is completed (Separate workstream to this fund). Disability ramp co funded by ECCT. \$16,707.00 - Work completed at Weber, remaining. On farm first aid training is co funded by REAP. Starts on May 21 - 25.	
MPI NIWA Fund grant	Mitchell Guile	All approved payments made - 117. Total funds distributed = \$ 994,346.97 Administration Costs= \$ 5,653.03 Total Expenditure= \$1,000,000  Overwhelmingly positive feedback. Final report completed and attached.	
District town signage	TBC	A hand over of this project had occurred to Mark Allingham, with his exit we are working through resourcing this work and will be able to provide an update at the next committee meeting.	

## Attachments

1. [Better Off Funding Building Capacity with Iwi](#)
2. [Better Off Funding Future Community Urban Design](#)
3. [Better Off Funding Digitisation and EServices](#)
4. [Better Off Funding PARS](#)
5. [MPI-NIWE Critical Work Fund - Final Milestone Report](#)

## Building Capacity with Iwi

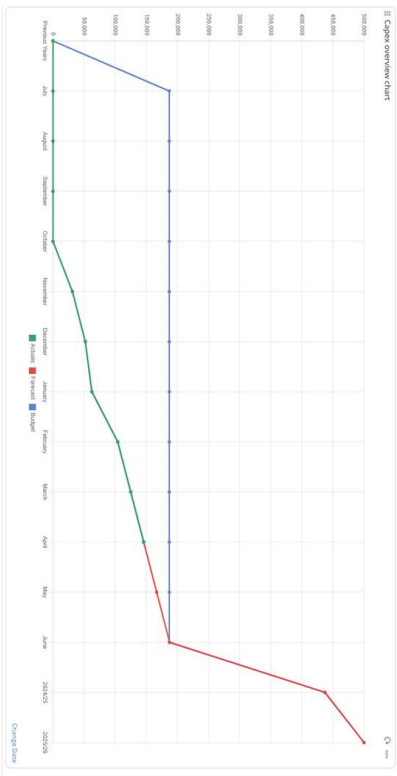
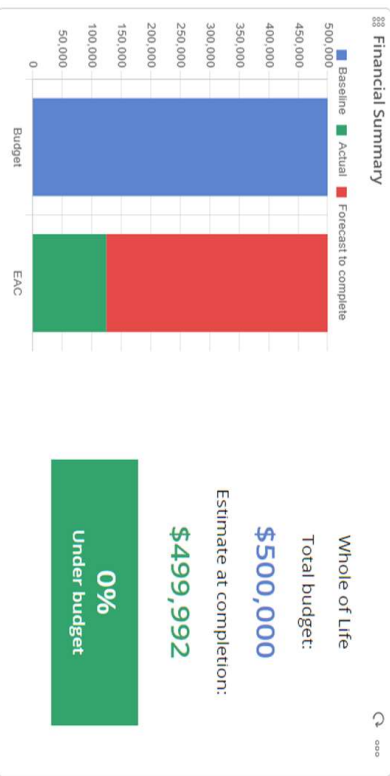
### Project Dashboard

Project Manager:	Sue Lawrence
Business Owner:	Bryan Nicholson
Senior Responsible Officer:	Mike Dunn
Start Date:	01-07-2023
Estimated Completion Date:	30-09-2025
Description:	We have two Iwi partners in the district - Ngāi Kahungunu ki Tairāhaki-nui-a-Rua and Rangitāne o Tamaki-nui-a-Rua. Both Iwi have considerable resourcing constraints that have been exacerbated by the current economic climate. We are working with both Iwi to identify ways in which we can support other that the best use of by Cofore, Gabrielle to support the workloads this funding is to support funding of resources to assist with their resourcing challenges.

Status Information	Status	Comments
Overall	Green	<p>Regular meetings and reporting are in place. Both Iwi have been involved in a range of TDC activities including emergency management training. One Iwi staff member joined Iwi is now available for use. The portal provides an insight to TDC's wide range of projects on any of TDC's projects. The PMO is looking forward to feedback on the new portal.</p> <p>The following breakdown is the functions that the funding will support:</p> <ul style="list-style-type: none"> <li>Facilitating and support the ongoing relationship with Tararua District Council to introduce new and improved systems</li> <li>Manage the relationship with Council</li> <li>To build and maintain a strong relationship with Council consenting teams</li> <li>To support the implementation of an improved consenting and charging framework</li> <li>Coordinate site visits especially those of cultural significance during consenting</li> <li>Coordinate cultural activities associated with consenting</li> <li>Engage with Council in environmental matters that require Iwi input</li> </ul> <p>Agreements are in place and the requirements outlined are being met.</p> <p>The budget is fully allocated with 50% of the funding for each Iwi.</p>
Time	Green	
Budget	Green	
Quality	Green	
Risks	Green	
Opportunities	Green	
Health & Safety	Green	
Resources	Green	
Comms	Green	

Key Performance Indicators (KPIs) for the project:

- Key Performance Indicators: 25%
- Money savings and support received: 25%
- Money resources spent and cost: 25%

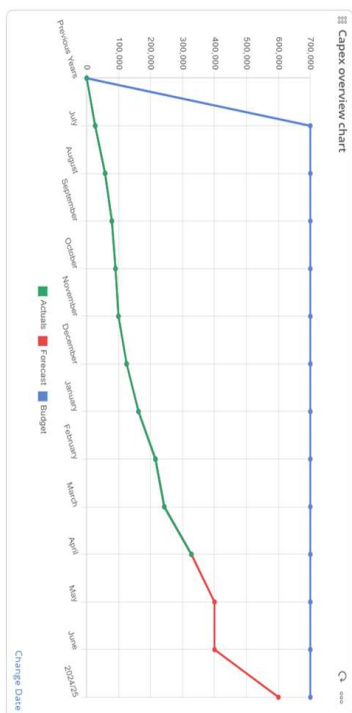
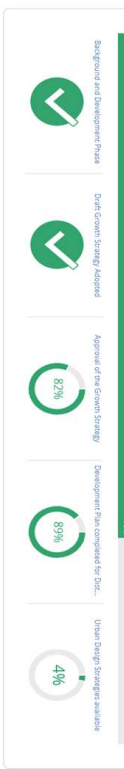


## Future Community Urban Design

### Project Dashboard

Project Manager:	Aimee Chamley
Business Owner:	Raj Sushlah
Senior Responsible Officer:	Sue Lawrence
Start Date:	01-07-2023
Estimated completion date:	31-12-2024
Description:	The Future Community Urban Design project encompasses 'Developing a Framework for Managing the Built Environment in Urban Areas for Future Communities' which is made up of Part A and Part B. The objective of Part A is to develop a growth strategy for the Tararua and to inform the District Plan review process, including developing Spatial Plans and a planning framework to manage investments and development within the District. Part B is to develop a comprehensive plan that identifies investment opportunities and priorities for the public areas of the District's towns.

Status Information	Status	Comments
Overall	Green	A workshop will be held with Council on the 24 April to go through the feedback received from the draft growth strategy and discuss the changes made. A draft Development Plan outlining policies for the District Plan Review is expected by the end of April. The scope of the project is being reviewed and the final scope and budget. Connectivity has begun with draft of analysis and first concepts will be prepared by late April
Scope	Green	Part A requirements for completion include finalising the Growth Strategy and Development Policy for the District Plan Review. To achieve the objective Part B To deliver a comprehensive plan that identifies investment opportunities priorities for the public spaces of our town centres - the scope has been varied to include an Urban Connectivity Strategy to focus on walking and cycling within towns in the Tararua.
Time	Green	The project schedule and milestones have been adjusted to reflect the updated new timeline approved by ELT
Budget	Green	Current expenditure is \$242,833 or 35% of total budget of \$700,000. The forecast expenditure for the project expenditure is \$600,150.
Quality	Green	Deliverables and timeframes are monitored.
Risks	Green	
Opportunities	Green	N/A
Health & Safety	Green	N/A
Resources	Green	Expert resources have been engaged to undertake the project.
Comms	Green	Ongoing liaison with Comms team as required.









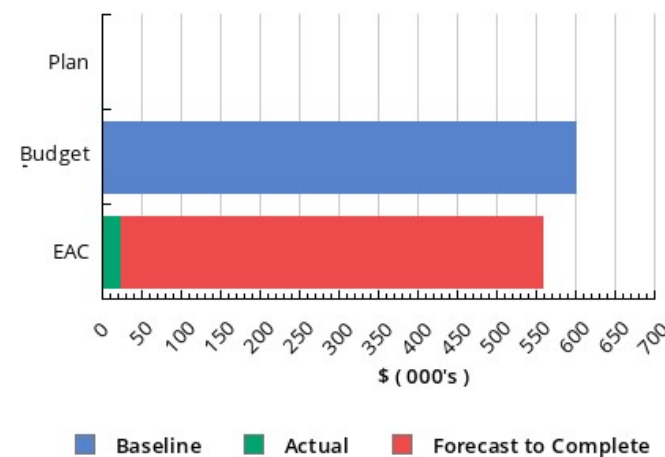
Project name

# Digitisation of Council Records and the introduction of E-Services

Report date:	Start date:	Approved end date:	Projected end date:
Apr-24	Jul-23	Jun-27	Jun-27

<b>Purpose:</b>	The Digitisation of Council Property Records and the introduction of E-Services.
<b>Project team:</b>	Senior Responsible Officer: Mike Dunn Project Manager: Sue Lawrence
<b>Key stakeholders:</b>	

## Project budget:



Whole of Life  
Approved budget:  
**\$600,000**  
Actuals:  
**\$24,500**

**96% Under budget**

## Status update:

	PREVIOUS STATUS	CURRENT STATUS	
<b>Overall:</b>	G	G	Completing the digitisation of property records is a priority to enable the rollout of an e-service offering publicly accessible records before the project's conclusion. While unable to quantify, it is agreed that progress is slow with additional resources needed. This will require a revisit of the budget with additional funding allocated to digitisation of property records. A summary of how other Local Councils have approach the digitised is being finalised The preliminary overview of the e-services is almost completed.
<b>Scope:</b>	G	G	The digitisation of Council's property documents is continuing. A preliminary overview of e-services has been undertaken:  Publicly accessible digital property records (self service) Dannevirke newspaper microfilm archive Cemetery management Community heritage database Dog registration Complaints online (CRM integration) Ideas online Online payments Bookings of facilities Financial reporting tool
<b>Time:</b>	G	G	Estimating the time required for all records to be digitised continues to be challenging with an unknown number of documents within the boxes to be scanned.
<b>Budget:</b>	G	G	With additional resources needed to complete the digitisation the property files, the budget spend allocated to digitisation will have to be revisited.
<b>Quality:</b>	G	G	An internal audit of scanned documents is being undertaken.
<b>Risks:</b>	A	A	An issue has been raised as the completion of the digitisation of the property records is essential to enable the delivery of the e-service, before the project concludes.
<b>Opportunities:</b>	G	G	Opportunities may arise once the budget costs are known.
<b>Health &amp; Safety:</b>	G	G	No concerns.
<b>Resources:</b>	G	G	Given the specific quantity of documents that need to be scanned within a designated timeframe, options to be evaluated are an increase in the number of resources which includes equipment and people employed internally or utilising external resources.
<b>Comms:</b>	G	G	A comms plan will be drafted concurrently with the PMP.

## Next steps:

Additional resourcing to complete Digitisation of Council's Property records approved.  
Preliminary scoping of proposed e-services and estimated of implementation cost completed.  
Project Budget readjusted to accommodate extra Digitisation resourcing.  
The E-services to be introduced are prioritised.

## Project timeline:

START	Digitisation of Property records	E Services Preliminary overview	Digitisation plan for completion approved	E services scoped ready to approach market	Online Deployment	FINISH
	Jun-23	May-24	Jul-24	Jul-24	Jun-26	



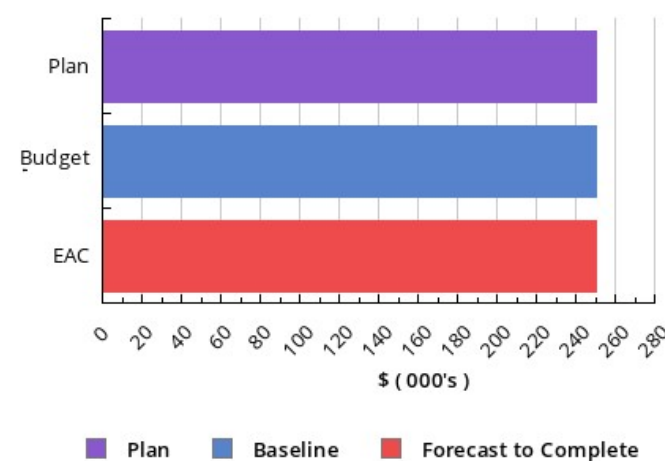
# Actioning Council's Play, Active Recreation and Sports (PARS) Strategy

Report date:	Start date:	Approved end date:	Projected end date:
Apr-24	Jul-23	Jun-27	Jun-25

<b>Purpose:</b>	The Actioning Council's Play, Active Recreation and Sports Strategy was adopted in September 2023. The Strategy provide guidance to the Tararua District Council on the future direction of play, active recreation and sport in the Tararua district over the next 10-30 years. The investment framework will assist with prioritisation of play, active recreation and sport projects. The principles and criteria would be used by Council to assess the relative merit or value of projects for financial support at key points in the investment planning cycle starting with the 2024-2034 Long Term Plan.
<b>Project team:</b>	<b>Senior Responsible Officer:</b> Mike Dunn <b>Project Manager:</b> Sue Lawrence
<b>Key stakeholders:</b>	Community Members of all ages Schools Iwi Clubs Trusts Sports Manawatu Volunteer Groups

Status update:			
	PREVIOUS STATUS	CURRENT STATUS	
<b>Overall:</b>	G	G	In the meeting held 27 March 2024 the Tararua District Council approved the recommendation to redirect \$1.25million of the \$1.5million budget into the Local Water Done Well Programme. Of the remaining \$250,000 the sum of \$50,000 will be allocated to the Dannevirke Multisport Complex Incorporated Proposed Dannevirke Skate Park Project and the remaining \$200,000 will support actioning of PARS. The PARS project portfolio will be rescoped to fit the revised budget and achieve the Strategy's vision "to get Every Body Active in Tararua District".
<b>Scope:</b>	G	G	With a decreased in budget the scope of projects will be scaled back, re-evaluated and prioritised using the principles and criteria for investment outlined in the Strategy.
<b>Time:</b>	G	G	The time line will be adjusted once the projects are approved, is likely the time frame will be less due thhowever its smaller number of projects and budget available.
<b>Budget:</b>	G	G	Of the \$250,000 budget, \$50,000 will be allocated to the Dannevirke Multisport Complex Incorporated for the proposed skate park, this leaves \$200,000 available for other play, active recreation and sports projects.
<b>Quality:</b>	G	G	Quality standards will continue to be maintained.
<b>Risks:</b>	G	G	The risks previously outlined remain unchanged.
<b>Opportunities:</b>	G	G	There is an opportunity to reassess priorities, explore new ideas and approach projects with a fresh perspective.
<b>Health &amp; Safety:</b>	G	G	N/A
<b>Resources:</b>	G	G	Contractor availability has been identified as a risk.
<b>Comms:</b>	G	G	A Communications Plan will be put in place when required.

## Project budget:



Whole of Life  
Approved budget:  
**\$250,000**  
Actuals:  
**\$0**  
**100% Under budget**

Next steps:	
Rescope of Projects	
Use Strategy's investment process to prioritise projects	
Select projects for delivery	
Projects approved	
Undertake Project Planning	
Execution of Projects	



## Monthly Report

Date : 21 March 2024  
To : Ministry of Primary Industries  
From : Tararua District Council  
Subject : **Final Report – NIWE Critical Work Fund**

### Final Report Structure:

#### Project Summary;

The purpose of this project is to help alleviate financial stress from our farmers (and other primary industries) who have been affected by Cyclone Gabrielle. This fund will be used to cover uninsured critical work which has been completed or will be completed in the coming before end of contract.

The intended outcomes of this project are:

- Improved rural wellbeing – rural communities are financially and mentally stretched. This should help alleviate pressure.
- Improve rural resilience – rebuilding it back better than before.
- Improve health and safety.
- Improve animal Welfare.

Executed – 12 September

End Date – February 2023

#### Milestone progress:

<i>Stage</i>	<i>Timeline</i>	<i>Status</i>
<i>Contract Signed - Signed contract sent through at begging of project</i>	<i>12 September 2023</i>	<i>Complete</i>
<i>Evaluation Criteria and Application Process approved</i>	<i>12 September 2023</i>	<i>Complete</i>
<i>Applications Open</i>	<i>12 September 2023</i>	<i>Complete</i>
<i>Applications Close</i>	<i>6 October 2023</i>	<i>Complete</i>
<i>Applications Triaged and evaluated</i>	<i>13 October 2023</i>	<i>Complete</i>

<i>Additional Information Requested</i>	<i>14 Oct – Nov 6 2023</i>	<i>Complete</i>
<i>Weighting Completed</i>	<i>Nov 6 2023</i>	<i>Complete</i>
<i>Funding Allocations decided</i>	<i>Nov 11 2023</i>	<i>Complete</i>
<i>Funding allocations communicated</i>	<i>Nov 12 2023</i>	<i>Complete</i>
<i>Funding for work completed - Disseminated</i>	<i>Nov 30 2023</i>	<i>Complete</i>
<i>Funding for work to be completed - Disseminated</i>	<i>Feb 12, 2023</i>	<i>Complete</i>
<i>Final Report</i>	<i>March 20, 2024</i>	<i>Complete</i>

### **Summary of activities completed**

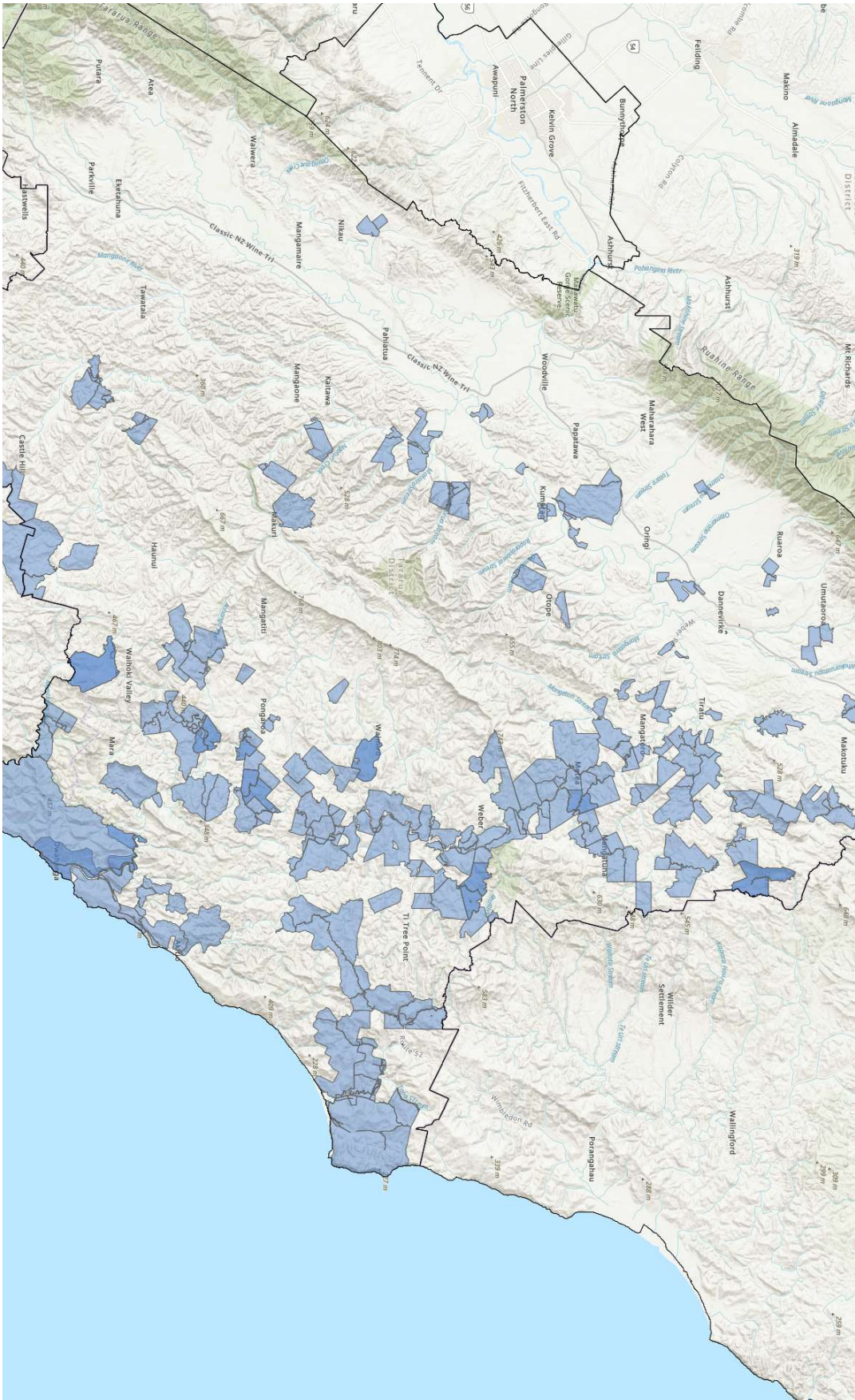
117 applicants provided enough information for their application to be approved. 3 applicants who were pre-approved under the requirement they provided additional information were unable to provide the additional information and therefore were declined.

### **10 Applications Denied**

- 2 applications denied due to same owner.
- 4 applications denied due to not meeting criteria.
- 1 application denied due to applicant withdrawing application.
- 3 applications denied due to not providing additional requirements.

***The total expenditure for the fund was \$1,000,000. A full breakdown of payments can be found in appendix 1.***

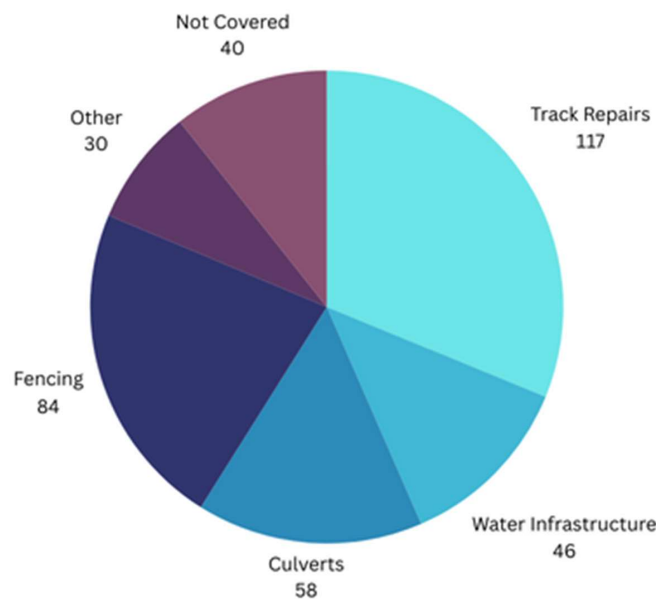
**Map of Tararua on Track Applicants**



As seen above the applicants for the Tararua on Track fund were split across the district. There is a direct correlation between the applicants pictured above and the path of Cyclone Gabrielle as can be seen when comparing the above to the [Social Wellbeing Agency's Cyclone Gabrielle Impact Map](#).

### Type of work completed.

Applications for the Tararua on track fund covered track repairs, water infrastructure, culverts, and boundary fencing. With majority of applications applying for multiple workstreams.



### Post completion information

#### Process for approval:

All applicants were provided with a delegation from the fund as outlined in the previous milestone report.

From here we requested additional information to prove the work was underway/completed. Examples of the additional information can be found below:

We accepted the following as proof of application status:

- Invoices
- Images of work completed
- Images of work being completed

Once this additional information was received, verified, and filed the funding was then released to the applicants.

**Examples:**

Images of work being completed:









## Key Feedback:

The key theme of feedback received was an overall appreciation for receiving funds and a message that this will not cover all the repairs costs associated with Cyclone Gabrielle.

Below is some of the feedback received.

<p>"Thank you very much for you work on processing this claim and passing on this information. I really appreciate it",</p>
<p>"Thank you Mitchell</p> <p>This is welcome help to tick off another couple repair jobs."</p>
<p>"Thank you so much for this. It is very much appreciated"</p>
<p>"It was good to talk to you on the phone recently and we are stoked to receive this money".</p>
<p>"Good afternoon,</p> <p>Firstly I want to say how grateful my husband and I for this funding to help us get things back up and running properly on the farm. It really does help in more ways than one.</p>
<p>"Hi Mitchell</p> <p>Thank you for this grant it is very much appreciated, as you will be aware it is pretty tough in the Sheep and Beef sector with our commodity prices dropping to a 6 year low, a El Niño drought looming and still trying to rebuild from Gabrielle.</p>
<p>"[We] are delighted that our application for Cyclone assistance has been approved.</p> <p>We are very grateful for the financial help towards fixing our tracks.</p>
<p>"Thank you very much to you and your team. The allocated money is very much appreciated at these difficult times".</p> <p>Thank you all very much for your support, we are incredibly grateful for everything since Cyclone Gabrielle.</p> <p>Please accept our apologies for not responding sooner – as we are sincerely grateful for this! My husband [] had a bad quad bike accident on the farm at Labour Weekend. He got home from hospital yesterday (and unfortunately with Covid). So I am relatively tapped at the moment with his recovery needs which will be ongoing for some time. I am hands on with our farming business, and with heading into weaning, please forgive me for been a little 'all over the show' at the moment 😊. (We have great support here on farm to deal with [my husband], I just don't want to drop the ball on anything). Getting guidance for our situation and the funding, to best reconcile use would be sincerely appreciated.</p>

“The \$2,847 from the on-track fund is greatly appreciated and although will not cover anywhere near all the fencing labour It will certainly be of huge benefit.”

**Any major risks or issues:**

We see no risks or issues remaining from this fund. However, we believe it is important to highlight the continued financial and mental strain on our farmers not only due to Cyclone Gabrielle but also the current agricultural market (price of lamb etc), rising living costs, changes in legislation and continuing extreme weather (upcoming drought like conditions).

**Project Resourcing**

The following people are involved as part of the Project:

Name	Job Title	Role in Project
Mitchell Guile	Recovery Project Coordinator	Project Coordinator Evaluation Board
Don Cameron	Recovery Manager	Evaluation Board
Lee Ransom	MPI	Evaluation Board
Simon Hales	Rural Delegate	Advisor
Nick Clarke	MPI	Assessor

**Project Risks:**

Risk	Mitigation	Responsible
Fraudulent claims get through causing reputational damage to the project	Robust evaluation process	Evaluation board and MPI assessors
Funding allocation potential delays	Project coordinator to directly liaise with finance and to ensure robust data entry in applications to ensure smooth funding payments in accordance with the application process.	Project Coordinator

### **Acknowledgements:**

We would like to confirm that TDC and all associated with this project will be carrying out any work while complying with all applicable laws.

Please let me know if you require any further elaboration or details within the report.