



## **Eketāhuna Community Board**

### **Notice of Meeting**

A meeting of the Eketāhuna Community Board will be held in the Eketāhuna War Memorial Hall, corner of Jones Street and State Highway 2, Eketāhuna on **Monday 8 July 2024** commencing at **10:00am**.

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 5 minutes.

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

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

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

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

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

- 5. Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business**
- 6. Confirmation of Minutes 3**  
*Recommendation*  
*That the minutes of the Eketāhuna Community Board meeting held on 10 June 2024 (as circulated) be confirmed as a true and accurate record of the meeting.*
- 7. Tararua District Council Report**
- 7.1 Report from Tararua District Council 7**  
*Recommended*  
*That the report from the Tararua District Council meeting held 26 June 2024 be received.*
- 8. Reports**
- 8.1 Management Report 17**
- 8.2 Attendance at Community Board Conference 2024 61**
- 9. Reports from Board Representatives Appointed to Organisations and Assigned Responsibilities**
- 10. Discussion Items**  
Community Plan
- 11. Chairperson's Remarks**
- 12. Items not on the Agenda**
- 13. Closure**



## Eketāhuna Community Board

Minutes of a meeting of the Eketāhuna Community Board held in the Eketāhuna War Memorial Hall, corner of Jones Street and State Highway 2, Eketāhuna on Monday 10 June 2024 commencing at 10:00am.

### 1. Present

Board Members: S C McGhie (Chairperson), L J Barclay, and Crs S M Gilmore and M F Long

#### In Attendance

Mrs F Chase – Facilities Manager  
Mrs A Dunn – Manager – Democracy Services  
Ms S Ellis – Democracy Support Officer

### 2. Apologies

*That the apologies from Board Member Chase and Board Member Carew be accepted and leave of absence granted from the meeting.*

*Long/Barclay*

*Carried*

### 3. Public Forum

There were no requests for Public Forum.

### 4. Notification of Items Not on the Agenda

A report seeking discussion and consideration of registering a member to attend the Community Board conference being held in Wellington in August 2024 was circulated.

*That the Late item regarding Board Member attendance at the Community Board conference be accepted.*

*Barclay/Gilmore*

*Carried*

## 5. Declarations of Conflicts of Interest

No conflicts of interest were declared.

## 6. Confirmation of Minutes

*That the minutes of the Eketāhuna Community Board meeting held on 13 May 2024 (as circulated) be confirmed as a true and accurate record of the meeting.*

*Barclay/Long*

*Carried*

## 7. Tararua District Council Report

### 7.1 Report from Tararua District Council

*That the report from the Tararua District Council meeting held 29 May 2024 be received.*

*Barclay/Gilmore*

*Carried*

## 8. Reports

### 8.1 Management Report

The Eketāhuna Community Board considered the report of the Manager – Democracy Services dated 4 June 2024 that provided an update to the Board on key activities and items of interest as reported to the meeting of the Infrastructure, Climate Change and Emergency Management Committee held 15 May 2024.

*That the report from the Democracy Support Officer dated 04 June 2024 concerning the Management Report be received.*

*Barclay/Long*

*Carried*

### 8.2 Capital Portfolio Report

The Eketāhuna Community Board considered the report of the Manager - Democracy Services dated 05 June 2024 provide an update on the capital programme and key project statuses as reported to the Infrastructure, Climate Change and Emergency Management Committee on 15 May 2024, and the Community Development and Wellbeing Committee on 8 May 2024.

Chairperson McGhie questioned whether the one page report mentioned in the report regarding the Eketāhuna wastewater treatment plant would be provided to the Board. It was responded that it would be included in the Management Report to the Board's next meeting after its presentation to the Infrastructure, Climate Change and Emergency Management Committee.

*That the report from the Manager - Democracy Services dated 05 June 2024 concerning the Capital Portfolio Report be received.*

*Barclay/Long*

*Carried*

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

**Civil Defence/First Aid Course** – The attendance of Board Member Barclay was noted. Chairperson McGhie could not attend due to scheduling conflicts.

**10. Correspondence**

**10.1 Correspondence**

Further information was requested regarding the proposed dog park and the intent to potentially use Rugby park for this purpose. It was responded that, as the project was an undertaking by Eketāhuna Our Town Committee, it was best to request an update from them directly.

*That the correspondence as listed be received:*

☐ **Minutes – Eketāhuna Our Town meeting 11 April 2024**

*Long/Barclay*

*Carried*

**11. Discussion Items**

**11.1 Progress Update – new flagpole at War Memorial Hall:** The Facilities Manager reported to the Board regarding the installation of a flagpole, which would be completed in conjunction with Council, Eketāhuna Our Town and the Returned Services Association.

**11.2 Eketāhuna Multi-use Courts:** the Board discussed the future of the multi-use courts owned by the Eketāhuna Tennis Club, noting that the Tennis Club would be closing due to decreasing member counts. The ownership of the courts would need to pass to another community group. It was noted that the Council owned the land, however the tennis club owned the multi-use turf, the pavilion and the picnic table. The Council could provide a booking system, and would put up QR codes and signs encouraging people to report their usage of the courts. The Chairperson advised that he would include information about the future of the multi-use courts in the community newsletter.

## **12. Chairperson's Remarks**

- 12.1 Chairperson McGhie informed the board of his intent to speak to the Board's submission at the Hearing of the Long Term Plan on 11 June 2024.

## **13. Items not on the Agenda**

- 13.1 **Community Board Conference attendance** – It was queried as to whether any Board members would be interested in attending the conference. It was responded that no currently present Board members were free within the timeframe, but the item could be tabled for the next Community Board meeting to ascertain the interest of any absent Board members.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 10:26am.

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Chairperson



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

## 1. Present

Her Worship the Mayor - Mrs T H Collis, Crs E L Peeti-Webber (Deputy Mayor, via Teams), 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 C Death  
Mr P Driver  
Mr R Taylor

Mr B Nicholson - Chief Executive  
Mr R Suppiah - Group Manager – Corporate and Regulatory  
Mr D Watson - Manager – Special Projects  
Mr P Wimsett - 3-Waters Transition Manager  
Mr N Brewin - Internal Communications and Compliance Lead  
Mr K van der Oord - Communications Team Manager  
Mr J Single - Regulatory Services Manager  
Mrs S Walshe - Finance Manager  
Mr S Dunn - Risk & Assurance Advisor  
Mr P Sinclair - Emergency Management Officer  
Mrs A Dunn - Manager – Democracy Services  
Ms S Ellis - Democracy Support Officer

## 2. Council Prayer

The Mayor opened the meeting with a prayer gifted by Hosanna Baptist Church.

## 3. Apologies

There were no apologies.

#### **4. Public Forum**

##### **4.1 Public Forum - Fluoride Free Tararua**

Gordon Kuggeleijn and Bill Morgan were in attendance to each address Council regarding fluoridation of the Dannevirke Water Supply.

Gordon Kuggeleijn spoke as a Dannevirke resident and ratepayer, and stressed that local communities had been given little say regarding the implementation of the directive to fluoridate by the Director General of Health. He stated that the directive had been the prerogative of solely the Director General of Health, and that the directive was therefore undemocratic. He questioned what the Director General of Health missed given the repudiation of fluoridation in Europe.

He spoke to the growing mistrust in the government in relation to the health system, noting that vaping had initially been supported, but the increasing prevalence of youth use and addiction now constituted a prominent health concern.

He stated that he trusted Council to make the correct decision regarding fluoride without external financial influence, and that he would be contacting MPs. He emphasised the duty of care of government under the Bill of Rights, and stressed that implementation of fluoride constituted forced medication. He admitted that Councillors were in a bad place, given the expectation to uphold the Bill of Rights while simultaneously having signed a contract to implement fluoridation - with failure to do so incurring a significant fine.

He suggested erecting a tank of fluoridated water in town for drinking water use only, leaving the water supply itself fluoride-free.

He questioned what effect fluoridation would have on the nearby downstream aquatic life, and queried whether Horizons should consider implementing consents for the plant. He asked whether any studies existed regarding this. He also questioned the integrity of the plant and the water reticulation? System post an adverse event such as an earthquake, and whether that would cause any effect on the surrounding environment or service of water to Dannevirke residents.

Her Worship the Mayor clarified that Parliament gave the authority to implement fluoridation to the Director General of Health, and therefore its execution could be considered a democratic process. She also notified that the High Court had yet to rule on whether fluoridation was ethical under the Bill of Rights.

*Councillor N L Chase joined the meeting at 1:07pm.*

- 4.2 Bill Morgans spoke to Council, stating that only two funded studies existed documenting the effects of fluoridation, and that in both the benefits were negligible. He reiterated that fluoridation was non-existent in Europe. He drew attention to a Canadian dentist whose opinions on fluoride had changed as a



result of fluoride research. He cited studies in the US wherein fluoride was indicated to cause mental impairment, and in particular autism. He noted that the EPA (US Environmental Protection Authority) was in the process of being sued over lack of investigation into fluoride toxicity before its implementation, and that it was under a complete ban in Hawaii. Likewise, in India, China, and Senegal, the naturally occurring fluoride within the soil was filtered out before ground water was used. He stated that 350 New Zealand doctors and dentists were opposed to fluoride, and that further education of health professionals and authorities on fluoride was needed in New Zealand; notably in reference to a letter sent to Council by the current Director General of Health in further support of the directive. He emphasised that the directive needed to be rescinded and pushed back upon.

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

- 5.1 Her Worship the Mayor advised of a late item of business that had arisen subsequent to a decision made at the 19 June 2024 Finance and Performance Committee meeting. She advised that the item as not listed on the agenda for this meeting, due to timing of arranging for the paper to be ready for inclusion in the agenda for this meeting.

She advised that consideration of the item of business could not be delayed to the July Council meeting, as consequences of agreeing to the recommendation proposed today would need to be incorporated into the rating resolution being brought before Council at its next meeting.

***That the item "Redirection of Three Waters Better Off Support Grant Funding" be accepted as a late item of business.***

*Crs Collis/Johns*

*Carried*

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

Nil

## **7. Confirmation of Minutes**

***That the minutes of the Council meeting held on 29 May 2024 (as circulated) be confirmed as a true and accurate record of the meeting, with a correction to the minutes of public forum to note the apology had not been made in person.***

*Crs Sutherland/Johns*

*Carried*

## 8. Presentations

### 8.1 Presentation - Recognition of Service to Civil Defence

Her Worship the Mayor presented Charlie Death with an award in recognition of his service and contribution to Civil Defence Emergency Management within the Tararua, and in particular within Eketāhuna. She acknowledged his previous Tararua Civic Award, and acknowledged the contributions of Rena and the effects of his service on his family.

She discussed Charlie's service to Eketāhuna and the instalment of Civil Defence systems and processes, which were recognised by the Civil Defence minister and lauded nationally. His large network spanning all 11 communities within Eketāhuna was remarked upon, which afforded him the ability to quickly respond to any adverse events affecting anywhere within the area. Through his network and Civil Defence system, his contribution to the Cyclone Gabrielle response was acknowledged, as well as his response to the 2014 Eketāhuna earthquake.

Paddy Driver, former Civil Defence Officer at Tararua District Council, spoke to the award, providing further history on the set up of the current Civil Defence group and system, and to their effectivity post the 2014 quake - notably how he was able to give an immediate update on the status of Eketāhuna when an inquiry by the minister was made. He noted that the group included several individuals trained in emergency response, including police, fire service personnel, and current and former nurses.

Richard Taylor, former Governance Manager at Tararua District Council, also spoke to the award, regarding his history with Charlie as a member of the Community Board, and commended his expansive Civil Defence network. He commended their Civil Defence plan, recognising its nationally renowned status, and also commended the quick response to the 2014 earthquake. Further commendations were given from the Wairarapa Member of Parliament, the Hon Mike Butterick via a video message, and in a letter from the Hon Kieran McNulty Member of Parliament and former Minister of Civil Defence and Local Government.

Lastly, Charlie gave his thanks, in particular commending his wife Rena and the members of the Eketāhuna Civil Defence group, and spoke briefly regarding its history and his recollection of their response to the 2014 earthquake.

## 9. Community Boards and Community Committees Reports

### 9.1 Minutes - Eketāhuna Community Board

***That the minutes of the Eketāhuna Community Board meeting held 13 May 2024 be received.***

***Crs Gilmore/Long***

***Carried***

9.2 **Minutes - Positively Woodville Community Committee**

*That the minutes of the Positively Woodville Community Committee meeting held 7 May 2024 be received.*

*Crs Johns/Gilmore*

*Carried*

9.3 **Minutes - Explore Pahiatua Community Committee**

*That the minutes of the Explore Pahiatua Community Committee meeting held 1 May 2024 be received.*

*Crs Franklin/Gilmore*

*Carried*

9.4 **Minutes - Dannevirke Community Board 17 June 2024**

*That the minutes of the Dannevirke Community Board meetings held 15 April 2024 and 20 May 2024 be received.*

*Crs Wards/Collis*

*Carried*

**10. Reports**

10.1 **Adoption of Tararua District Council's Dangerous, Affected and Insanitary Buildings Policy 2024.**

The Tararua District Council considered the report of the Regulatory Services Manager dated 10 June 2024 that sought approval to adopt the proposed Tararua District Council Dangerous, Affected and Insanitary Buildings Policy 2024.

In response to a question about whether the Fred West building in Eketāhuna could be classified as a dangerous building, it was clarified that the criteria to classify a building as dangerous under the regulations was very strict, and that as the previously hazardous verandah area had since been repaired, the building could not be classified as dangerous.

*That the report from the Regulatory Services Manager dated 10 June 2024 concerning the Adoption of Tararua District Council's Dangerous, Affected and Insanitary Buildings Policy 2024. be received.*

*That the Council approves the adoption of the proposed Tararua District Council Dangerous, Affected and Insanitary Buildings Policy 2024*

*That the Chief Executive notify the Dangerous, Affected and Insanitary Buildings Policy 2024 as adopted to take effect from 1 July 2024.*

*Crs Wallace/Long*

*Carried*

10.2 **Adoption of Treasury Risk Management Policy**

The Tararua District Council considered the report of the Finance Manager dated 21 June 2024, that presented the Treasury Risk Management Policy to Council for adoption.

***That the report from the Finance Manager dated 21 June 2024 concerning the Adoption of Treasury Risk Management Policy be received.***

***That the Tararua District Council adopts the Treasury Risk Management Policy dated June 2024 for inclusion in the Long Term Plan 2024-34.***

***Crs Gilmore/Wards***

***Carried***

10.3 **Resolution for Delegated Authority to continue to be in effect until the 2024–2034 Long-term plan is adopted**

The Tararua District Council considered the report of the Group Manager - Corporate & Regulatory Services dated 19 June 2024 that sought Council's resolution to ensure that the appropriate and necessary delegations were in place and would continue to be in effect until the 2024–2034 Long Term Plan adoption (scheduled for 31 July 2024), given the resolution by Council on 10 April 2024 to use the option set out in clause 46 of Schedule 1AA of the Local Government Act 2002 to extend the deadline for adopting its 2024-2034 Long Term Plan.

***That the report from the Group Manager - Corporate & Regulatory Services dated 19 June 2024 concerning the Resolution for Delegated Authority to continue to be in effect until the 2024–2034 Long-term plan is adopted be received.***

***That further to its decision of 10 April 2024, to extend the date by which it would adopt the 2024-2034 Long Term Plan to not later than 30 September 2024, resolves that the following continue in effect until the 2024-2034 Long Term Plan is adopted:***

- ***any delegations made to give effect to the 2021–2031 Long Term Plan;***
- ***the 2023-2024 Annual Plan;***
- ***the policy on development contributions or financial contributions;***
- ***any fees and charges set for the 2023/24 financial year that when set were expected to expire or be replaced by 30 June 2024, and that have not already been set for the 2024/25 financial year; and***
- ***resolve that the Chief Executive is delegated authority to incur expenses and commit liabilities during the period 1 July 2024 to 31 July 2024 in accordance with the Council's 2021–2031 Long Term Plan and 2023-2024 Annual Plan.***

***Crs Sutherland/Johns***

***Carried***

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

The Tararua District Council considered the report of the Manager - Democracy Services dated 18 June 2024 that provided information on the requests for information received under the Local Government Official Information and Meetings Act 1987.

***That the report from the Manager - Democracy Services dated 18 June 2024 concerning the Requests for Information under the Local Government Official Information and Meetings Act 1987 be received.***

*Crs Wallace/Gilmore*

*Carried*

10.5 **Report from Local Government New Zealand - March to June 2024**

The Tararua District Council considered the report of the Mayor dated 13 June 2024 that presented the updated report from Local Government New Zealand for the period March to June 2024. Several toolkits within the report had been noted to have been used by Council.

It was asked whether the Community Boards' satisfaction survey could be viewed, and it was recommended that the item be included as a Discussion item on the Dannevirke Community Board agenda. A note was made to request the survey results when the report was released.

***That the report from the Mayor dated 13 June 2024 concerning the Report from Local Government New Zealand - March to June 2024 be received.***

*Crs Johns/Chase*

*Carried*

**11. Portfolio Reports**

11.1 **Horizons Passenger Transport Committee:** Cr A Franklin reported her absence at this month's meeting, due to a scheduling conflict with the Audit and Risk Committee. She stated that no items on the agenda were pertinent to Tararua. She noted that there was significant focus on the incorporation of electric buses into several Palmerston North lines. She commented on statistics noting a passenger increase of 23,390 across the network, and that despite the confirmed statistics there existed uncertainty with the data regarding the number of individuals early in the data collection process who may not initially have been charged for using the service. It was stated that this would be reviewed, and though figures were promising now, further data would need to be collected.

11.2 **Connect Tararua:** Cr A Franklin stated that a Connect Tararua meeting would take place to discuss rural black spots, and in particular an area on the highway lacking coverage. Cost effective alternate ways to extend coverage without the need for towers would be discussed.

11.3 **Pongaroa Way to Go:** Cr S Wards reported that discussions surrounding the disbanding of the group had been closed after new members had joined post attending the recent AGM. The community group would continue through next year.

11.4 **Norsewood Community meeting:** Cr S Wallace reported that he would be attending the community meeting to discuss water supply in Norsewood that was scheduled for 27 June 2024, along with the Chief Advisor.

Her Worship the Mayor also discussed her intent to attend the school Matariki celebrations and shared meal.

11.5 **Infrastructure Symposium:** Cr K Sutherland commented on his attendance at a recent infrastructure symposium alongside Her Worship the Mayor and Cr S Wallace. He noted that more information on this would be provided at the next Infrastructure, Climate Change and Emergency Management Committee meeting. He noted that an interesting point was raised by the president of Australian LGNZ surrounding elected member safety and security.

## 12. Mayoral Matters

12.1 **Reserve Bank Cash Trials:** Her Worship the Mayor noted the Council's application to be part of the Reserve Bank's cash trials, which had been approved for Woodville and Eketāhuna. She noted disappointment that Dannevirke and Pahiatua would not be included in the trials, with the reason given that those towns were serviced by Kiwibank. However Kiwibank did not offer the full suite of services, including distributing change.

12.2 **Recognition of Service:** Her Worship the Mayor formally acknowledged the contributions of Ann Broughton in Pongaroa for 50 years of service to the Tararua District Council.

## 13. Items not on the Agenda

### 13.1 Redirection of Better off Support Grant Funding to Three Waters

The Tararua District Council considered the report of the Chief Executive dated 26 June 2024, that was accepted as a late item of business. The report sought redirection for agreed projects from the Better Off Support Package, to support the transition to Local Water Done Well, and required revocation of a resolution made at the Council meeting held 27 March 2024, and the making of a new resolution in its place.

Cr E Peeti-Webber declared a conflict of interest regarding the Dannevirke Multisport Community Trust.

***That the report from the Chief Executive dated 26 June 2024 concerning the***

**Redirection of Three Waters Better Off Support Grant Funding be received.**

**1.1 That the Tararua District Council notes that the following approved project under the Three Waters Better Off Grant Fund are currently unspent:**

- **Actioning Council's Play, Active Recreation and Sports (PARS) Strategy - \$250,000.**

**1.2 That the Tararua District Council approve the application for the unspent Better Off Funding of \$200,000 be redirected to support the transition to Local Water Done Well.**

- **Local Water Done Well projects - \$200,000.**
- **Actioning Council's Play, Active Recreation and Sports (PARS) Strategy - \$50,000**

*Crs Gilmore/Johns*

*Carried*

**14. Public Excluded Items of Business**

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

***Confirmation of Minutes***

***Civic Honour Nomination For Community Service***

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

<b><i>General subject matter to be considered</i></b>	<b><i>Reason for passing this resolution in relation to each matter</i></b>	<b><i>Ground(s) under section 48(1) for the passing of this resolution</i></b>
<b><i>Confirmation of minutes</i></b>	<b><i>To protect commercial and industrial negotiations</i></b>	<b><i>&lt;Section (1)(a)(i)</i></b>
<b><i>Civic Honour Nomination For Community Service</i></b>	<b><i>To protect privacy of natural persons including that of deceased natural persons</i></b>	<b><i>As above</i></b>

***This resolution is made in reliance on Section 48 (1) (a) of the Local Government***

***Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:***

***s7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).***

***S7(2)(a) To protect the privacy of natural persons, including that of deceased natural persons.***

***Crs Chase/Franklin***

***Carried***

The meeting went into public excluded session at 2:13pm and resumed open meeting at 2:19 pm.

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 2:20pm

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Mayor





## Report

Date : 3 July 2024

To : Chairperson and Board Members  
Eketahuna Community Board

From : Kawtar Tani  
Group Manager - Strategy and Community Wellbeing

Subject : **Management Report**

Item No : **8.1**

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### **1. Recommendation**

- 1.1** *That the report from the Group Manager - Strategy and Community Wellbeing dated 24 June 2024 concerning the Management Report be received.*

### **2. Reason for the Report**

- 2.1** This report provides an update to the Board on key activities and items of interest as reported to the meeting of the Infrastructure, Climate Change and Emergency Management Committee held 19 June 2024, and Community Development and Wellbeing Committee meeting held 3 July 2024.

### **3. Background**

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

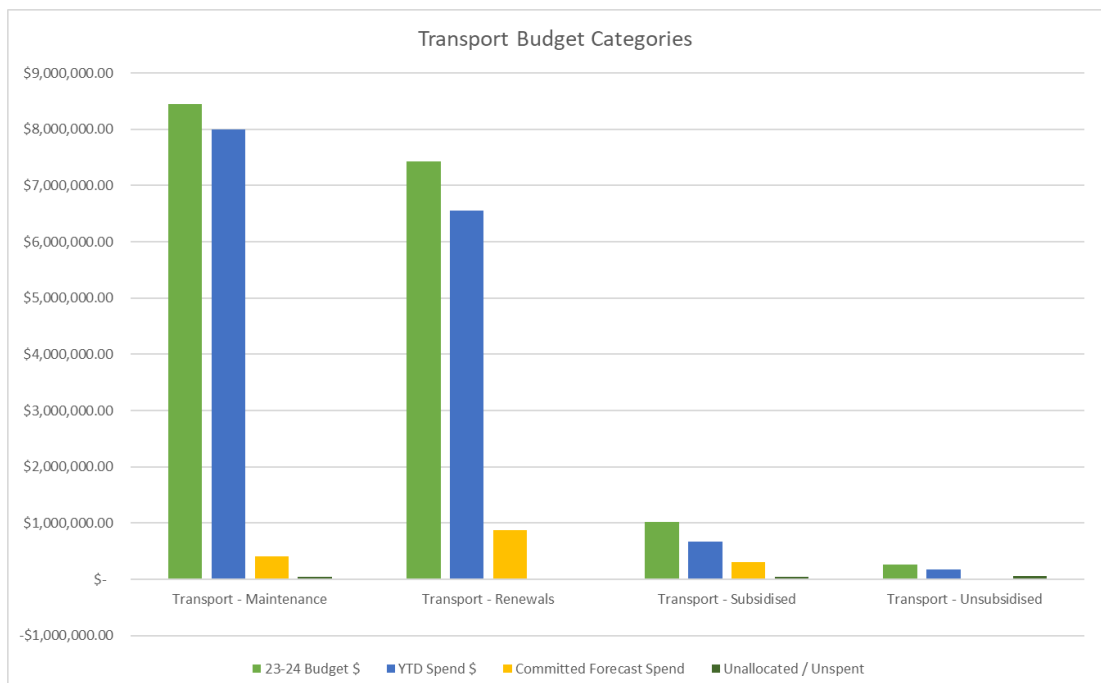
area. Where it has been possible, information relating solely to the northern ward area has been removed from the following report.

## 4. Transport

4.1 Now that we are into winter, majority of the transport activities have reduced with this resource continuing to assist with Cyclone Recovery and the Route 52 Project. The Alliance drainage teams continue to undertake culvert replacements across the district which will continue to the end of June. The urban sumps were cleaned in May and the Alliance urban teams continue to focus on keeping the kerb and channels clear with the leaf fall. Due to mechanical issues, the road sweeper was not operating which hasn't helped, however the sweeper is now back operating. The second round of the rural sealed network mowing has been completed and the heavy vegetation trimming is continuing through to the end of June. The Alliance have also increased the metalling on the unsealed network in May and June in preparation for the wet winter months.

With the indicative budgets for the year, the Alliance are making progress building the draft 3 year forward works programme for renewal activities such as reseals, road rehabilitation, structures component replacements and drainage renewals. Once the allocated budgets are confirmed for the 2024-27 National Land Transport Programme (NLTP), the Alliance will be able to confirm the 2024/25 renewal programme.

### 4.2 Transport Budget Categories



#### 4.2.1 Transport Maintenance

The remaining pavement maintenance budget will be unallocated to programmed activities to ensure we can repair any urgent work that may be identified between

now and the end of the financial year. Maintenance grading is continuing as per the annual programme. Unsealed road metalling has increased in preparation for the wet winter months. The 750 sumps in the urban network were cleaned/emptied to ensure there is good capacity for the wet winter months. The second round of mowing in the rural sealed network was completed in May.

#### 4.2.2 Transport Renewals

Drainage teams continue to undertake culvert replacements. Heavy metal overlay work is being undertaken in conjunction with the maintenance metalling. The focus now is to confirm the 3 year forward works programme for the 2024/27 National Land Transport Programme.

#### 4.2.3 Transport - Subsidised

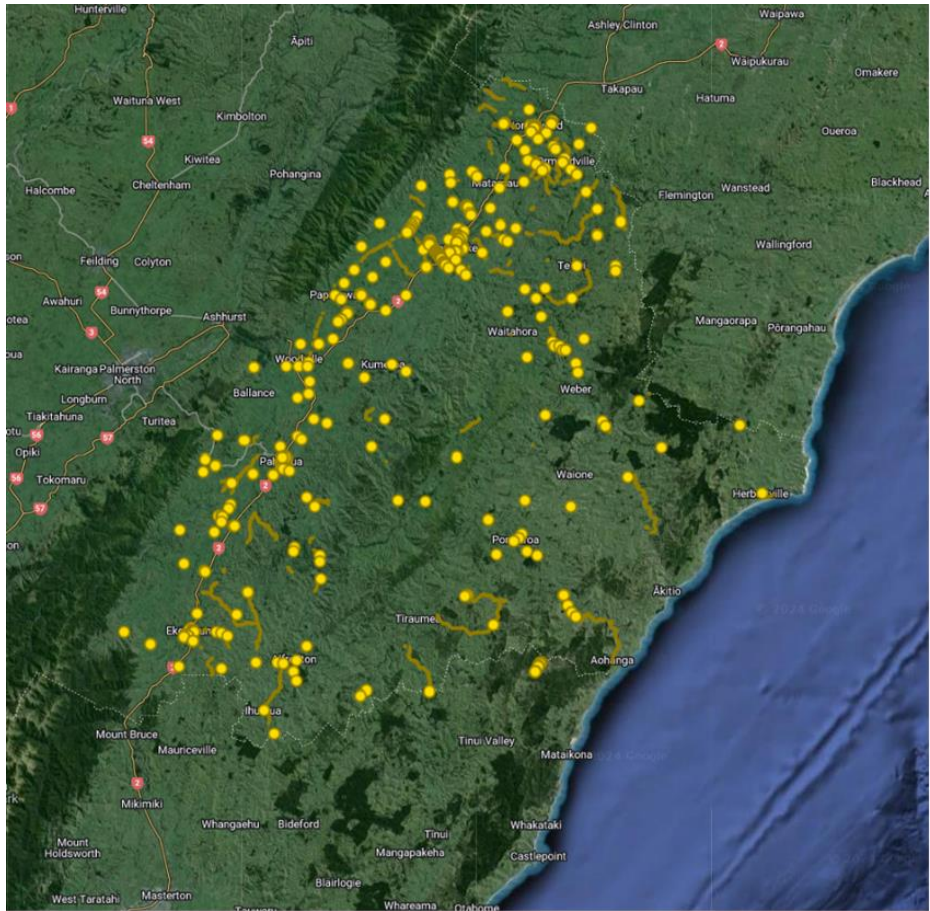
Non-compliant guardrail remediation is still being undertaken around the network which is programmed to be completed by end of June. The Alliance is waiting for NZTA to approve the school speed zones application.

#### 4.2.4 Transport Unsubsidised

This budget will only be required for any urgent work that may be identified between now and the end of the financial year regarding any roadside verge maintenance.

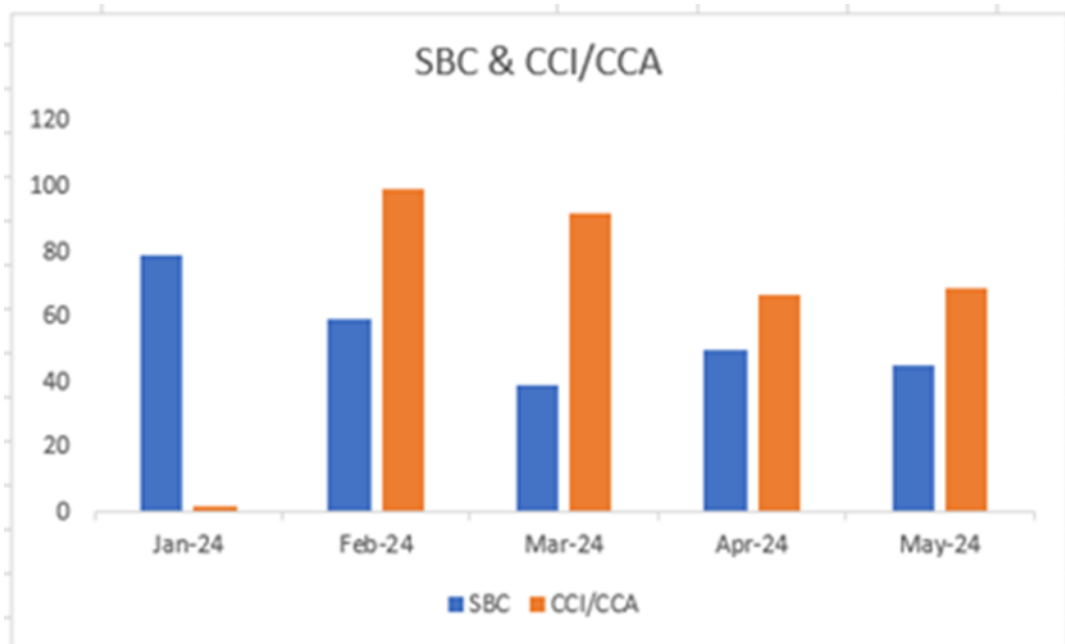
### 4.3 Completed Dispatches across the District

Below is an image of completed dispatches in the month of May to give reference to the focus areas in the district.



#### 4.4 Alliance Zero Harm Audits

The Alliance key focus areas are driving, traffic management and environmental compliance.



SBC – Site Behaviour Conversation  
 CCI – Critical Control Inspection  
 CCA – Critical Control Audit

## **5. 3-Waters**

### **5.1 Strategic Planning and Three Waters Advisory Group**

An exploratory workshop was held on the 28 May 2024 with participation from both Iwi, Horizons Regional Council (HRC), District Council representatives (both elected and officers) and a technical advisor. Currently, the Investment Logic Mapping (ILM) to inform the strategic objectives is being finalised and a draft Terms of Reference has been completed for consideration by the stakeholders. These inputs will be presented to the next meeting of the Three Waters Advisory Group in late June for discussion and approval.

### **5.2 Universal Water Metering Update**

Rationale have commenced a project plan for the proposed universal water metering programme which is approximately 60% complete, with a draft due for TDC review by mid-July, and completion of the final plan scheduled for delivery by the end of July. The plan has been broken down into four workstreams, as follows:

- a communications and engagement workstream
- a technical workstream
- a financing and volumetric charging workstream
- a procurement and resource development workstream

Risks and opportunities from previous water meter installation programmes in New Plymouth and Kapiti have been used to inform the planning for each workstream. A phased approach is being adopted, with the four work streams integrated into a single programme aligned with budget allocation.

### **5.3 Recruitment**

Progress to date:

- Asset Technician (Better off Funding) – someone has been appointed and they commenced on the 17 June 24.
- Water and Wastewater Operations Manager – an offer has been made.
- Utilities Engineer – interviews commenced week 10 June 24.

Recruitment has yet to commence for three further roles utilising the Better off Funding:

- Trade Waste Officer
- Drinking Water Compliance Technician

- Water / Wastewater Operator

## 6. Solid Waste

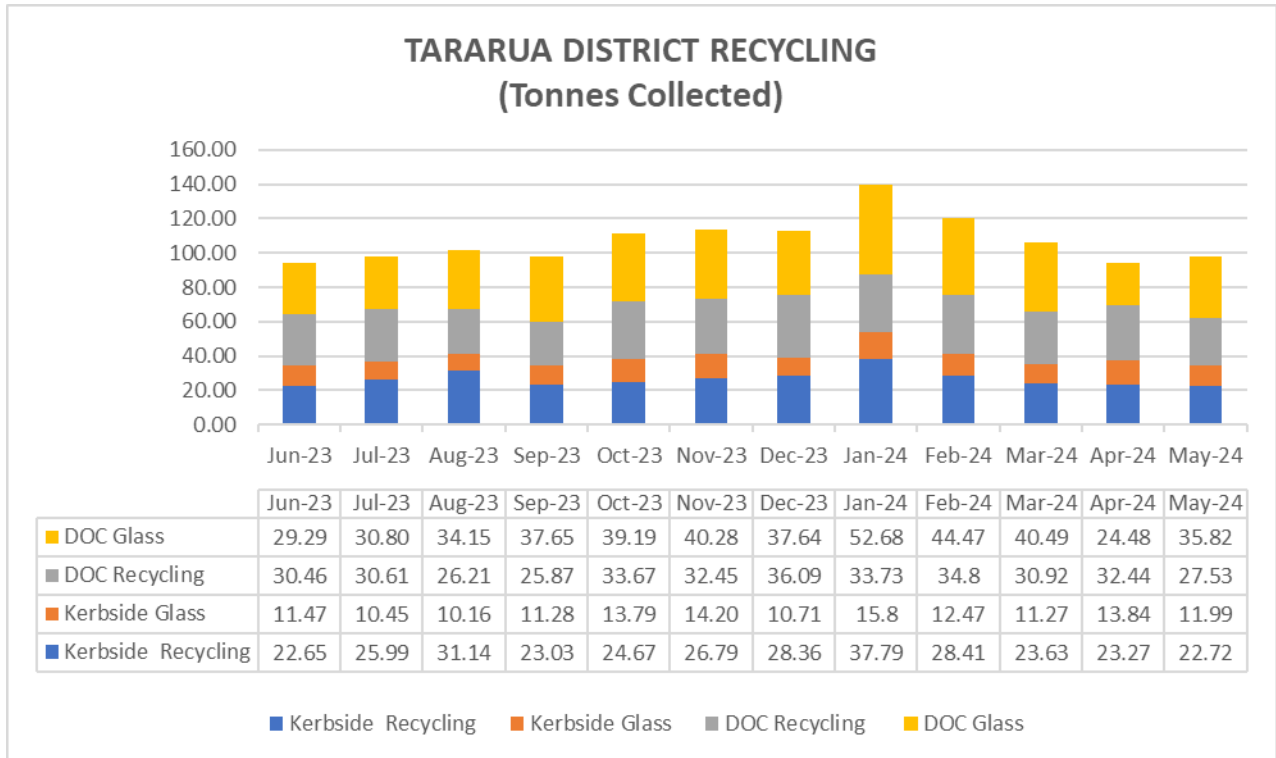
### 6.1 Operational Activities

Budget/Activity	
<ul style="list-style-type: none"> <li>• Refuse Transfer Stations (RTS Sites)</li> </ul>	<ul style="list-style-type: none"> <li>- Transfer Stations continue to operate smoothly. No disruptions, but a little juggling of staff has been required with the recent Covid wave.</li> <li>- Our contractor for kerbside recycling &amp; town drop-off bin servicing has allocated Tararua a new Contract Manager, with previous experience in Council Contract Management/Level of Service Delivery (most recently for Hastings District Council).</li> <li>- In recent weeks Composting NZ serviced all TDCs Transfer Stations, they mulch our green waste and remove it from site for Composting. Also, Bay Press &amp; Schmidt Scrap Metal serviced all Transfer Stations, baling and removing the Scrap Metal from each site. We now receive the rebate payable on steel tonnage.</li> <li>- Health &amp; Safety – Traffic Management Plan, Risk Register and Contractor Induction Documents and the review completed. We are about to commence site inductions of all contractors and account customers.</li> <li>- <b>MAY:</b> Waste diverted from landfill 2.71 Tonne Contaminated recycling to Landfill 1.90 Tonne</li> </ul>
Recycle Drop-off Centres (DOC Sites)	<ul style="list-style-type: none"> <li>- Town recycling bins are going well, experiencing very little, to no illegal dumping in recent weeks.</li> </ul>
Kerbside Recycling Services	<ul style="list-style-type: none"> <li>- Services continue with no reported issues or complaints.</li> <li>- Our new contract manager has shared their experienced kerbside bin auditor from Hastings, commencing field training of Tararua staff during last week's recycling service. Providing them with knowledge and consistency of the kerbside auditing.</li> </ul>

### 6.2 Operational Projects

Project	Status	Estimated Cost	Expected Completion	Comments
Waste Management & Minimisation Plan Review			Sept 24	Draft WMMP Adopted – Consultation to Commence July with

**6.3 Waste Minimisation**



**7. Facilities**

**7.1 Parks and Reserves**

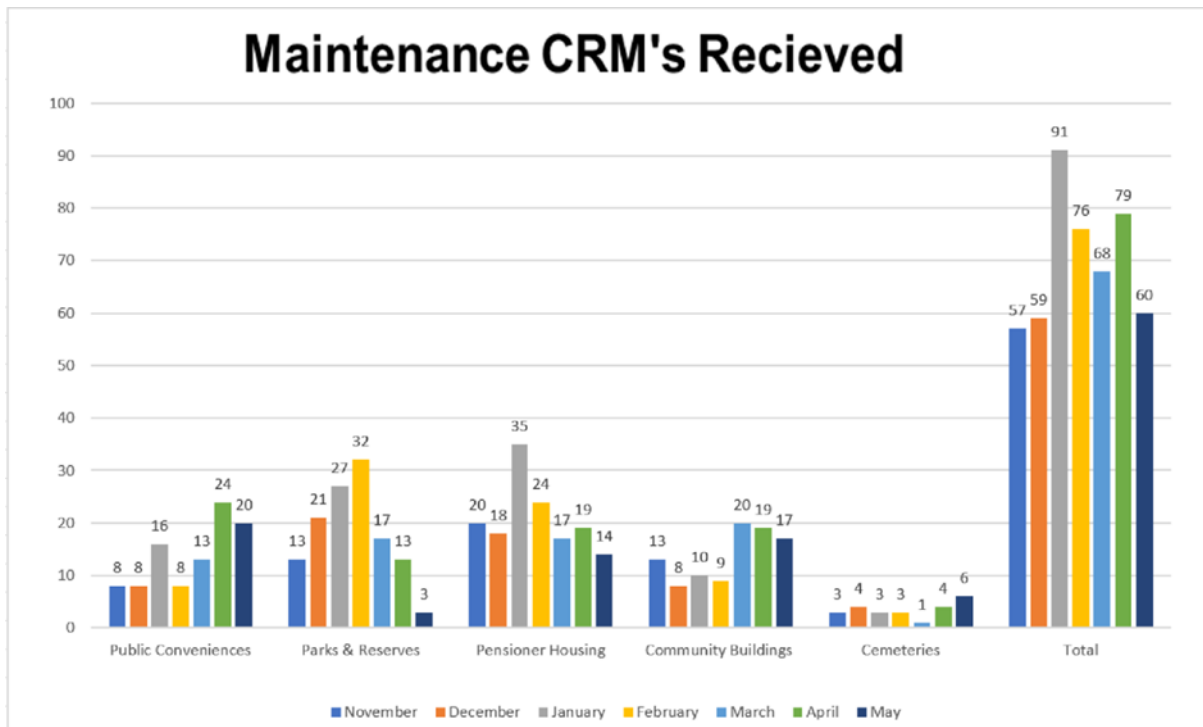
7.1.1 Entering the months of winter, the cooling temperatures continue to impact the growth rates of grass, leading to a decline in vegetation development. The diminishing hours of sunlight coupled with increased rainfall are posing unique challenges for contractors, thereby necessitating adjustments in their mowing schedules. In regions where the ground remains excessively moist, contractors are increasingly resorting to track maintenance, gardens, and asset repairs to counter the unsuitable mowing conditions. During our latest round of audits, contractors have consistently showcased exceptional performance, especially in tasks associated with the upkeep of parks, gardens, management of reserves, and maintenance of cemeteries. Their dedication to safety, quality of work, and efficiencies are evident in their proactive management of hazards and teamwork.

**7.2 Maintenance CRMs**

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



	Public Conveniences	Parks & Reserves	Pensioner Housing	Community Buildings	Cemeteries	Total
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
April	24	13	19	19	4	79
May	20	3	14	17	6	60



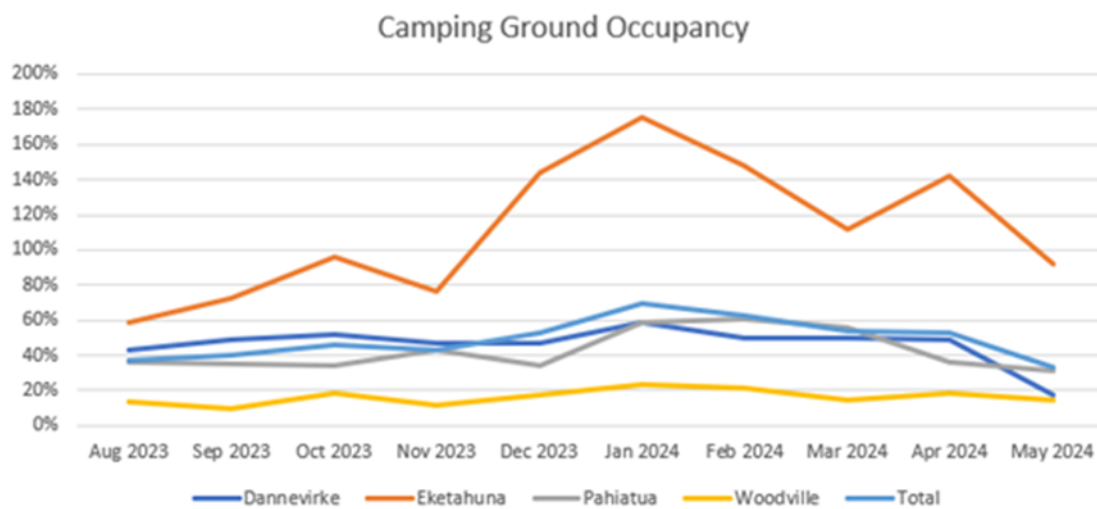
7.2.2 There has been an ongoing large number of maintenance CRM's again for April/May for Community Buildings and Public Conveniences.

7.2.3 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.

### 7.3 Campgrounds

7.3.1 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	125	98		1,438
Campers	30	239	215	235	311	294	305	335	298	309	298	24		2,863
Tents		4	5	6	11	18	26	56	33	38	16	45		258
	30.00	333	397	439	480	423	441	548	432	460	439	167	-	4,559
Eketahuna	15	305	271	328	446	342	672	818	643	519	638	429		5,411
Pahiatua	30	342	338	315	315	389	322	544	528	520	322	290		4,225
Woodville	20	94	85	57	116	67	109	146	122	88	111	90		1,085
Total	95	1,074	1,091	1,139	1,357	1,221	1,544	2,056	1,725	1,587	1,510	976	-	15,280



### 7.3.2 Eketāhuna Campground

7.3.3 As expected, visitor numbers gradually declined throughout April and May. Kerry and Loreen (campground managers) reported that the ‘All Points Camping Club’ said they enjoyed their first visit. They spent time visiting the local shops and the Pūkaha National Wildlife Centre. The planned installation of eight new hardstand power-points (total now of 24) has been completed providing significant additional caravan and motorhome capacity. Contractors have trimmed back of some encroaching trees on the edges of the grounds. Around the old swing bridge site by the river near the campground, Corrections community workers cleaned up overgrown vegetation (weeds and long grass) which will make the area more attractive to visitors.

### 7.4 Other campgrounds:

7.4.1 The other campgrounds all reported a general slowing down of visits as the seasons move into winter.

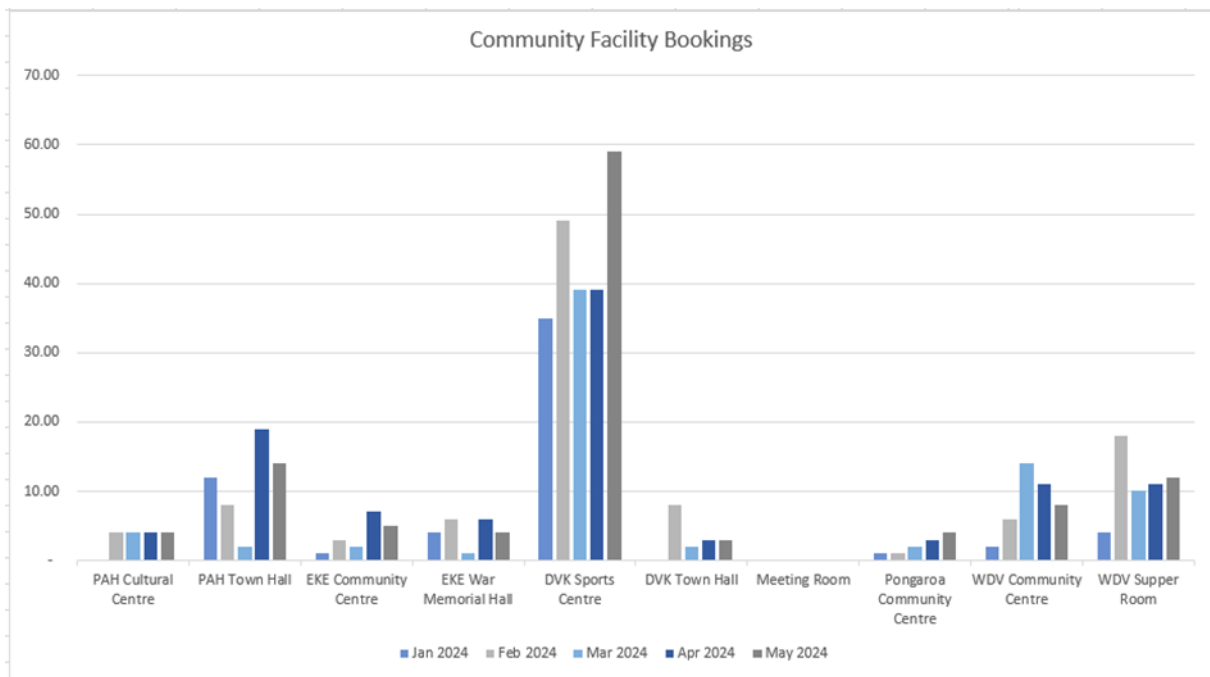
### 7.5 Playgrounds

7.5.1 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.

## 7.6 Community Buildings

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



Community Facilities Audit Report 2023/2024										
	Jan 2024		Feb 2024		Mar 2024		Apr 2024		May 2024	
	Bookings	Hours	Bookings	Hours	Bookings	Hours	Bookings	Hours	Bookings	Hours
<b>PAHIATUA</b>										
PAH Cultural Centre	Closed until 1st Feb		4	4	4	4	4	4	4	4
PAH Town Hall	12	23	8	32	2	18	19	164	14	68
<b>EKETAHUNA</b>										
EKE Community Centre	1	7	3	22.5	2	15.5	7	138	5	15
EKE War Memorial Hall	4	6	6	8.5	1	2	6	21	4	7
<b>DANNEVIRKE</b>										
DVK Sports Centre	35	113	49	104	39	98.5	39	89	59	132
DVK Town Hall	-	-	8	32	2	18	3	176	3	77
Meeting Room	-	-	-	-	-	-	-	-	-	-
Pongaroa Community Centre	1	8	1	4	2	4	3	17	4	11
<b>WOODVILLE</b>										
WDV Community Centre	2	22	6	46	14	68	11	119	8	16
WDV Supper Room	4	29	18	65	10	67	11	122	12	73
	59	208	103	318	76	295	103	849	113	402

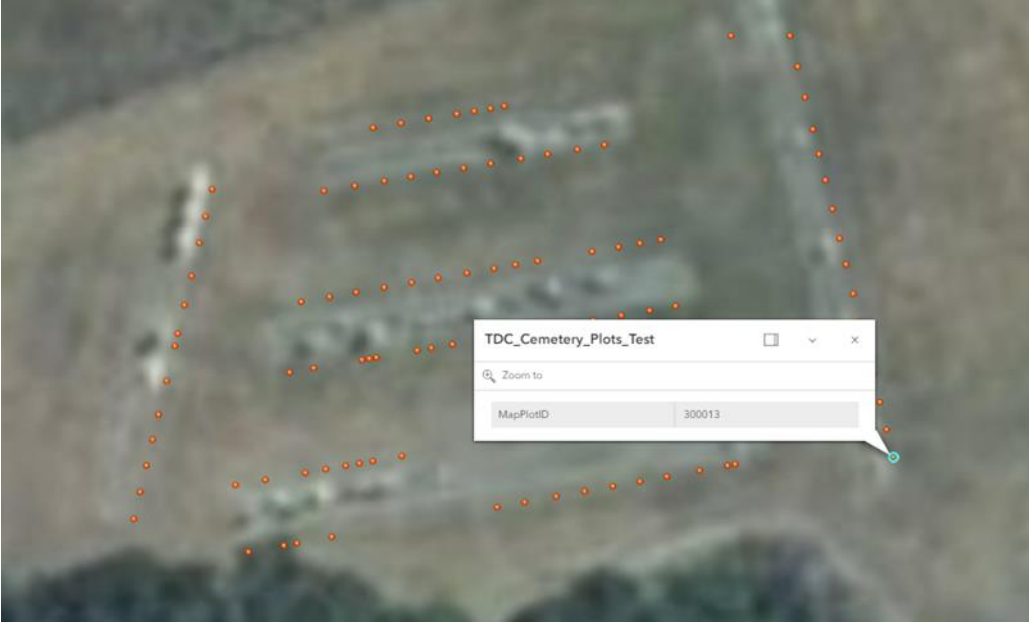
**7.7 Swimming Pools**

7.7.1 Assessment of swimming pools will be starting soon to get them ready for the swimming season.

**7.8 Cemeteries**

7.8.1 Last month the IT team launched the new custom-made Cemeteries Database. This is where all current and historical records for the district are maintained and made available for the TDC website search. This has created a vast improvement in the security of our records as well as a major improvement to the consistency of the website search, which in turn, reduces the amount of enquiries received by customer services and the Cemeteries and Property Officer. This new database also increases the capability for data/stats collection.

7.8.2 The IT team have this week completed a Pilot Cemetery Mapping for Matamau cemetery. This cemetery took two hours to map out the 100 plots. This Pilot Map has given us the intel on what the near future, district wide, cemetery mapping project will require for outside resources. See below picture for reference. (GIS photography yet to be incorporated).



7.8.3 After the Veterans Affairs audit visits in the first quarter, there was commentary from our local RSA clubs and members of the public around why the Mangatera and Mangatainoka RSA sections missed out on the new Granite RSA signs. After raising this with Veterans Affairs, they have approved funding and begun works to install a granite sign at both Mangatera and Mangatainoka services cemeteries.



7.8.4 Cemetery Enquiries Received: The last three-month period has shown an increase in CRMs and complaints about headstone damage within the cemeteries. Most of these have been vehicle related incidents. The Facilities team will be actively looking for solutions to prevent further damages.

	<b>Enquiries (CRMs)</b>	<b>Enquiries (Inbox)</b>	<b>Ashes Interments</b>	<b>Burials</b>
<b>April</b>	12	16	4	3
<b>May</b>	9	21	3	4
<b>June</b>	9	4	6	4

## 7.9 Land

7.9.1 Newman Domain Lease expires on 1 July 2024. This has been advertised for tender, closing 5<sup>th</sup> July. Working with the Newman Domain Board to process the new Lease document and advertisements. The rates have been incorporated into this lease for the Lessee to pay, at the request of the Newman Domain Board.

7.9.2 Mangatainoka Cemetery reserve was tendered last month, successful tender was the previous Lessee. The rates have been incorporated into this lease for Lessee to pay.

7.9.3 Horizons have stated that they wish to relinquish the Weber block of the Willow nursery lease but maintain the Lower Domain lease. They are currently working to

return the Weber block to its former, grazable state. A new Deed will be drawn up to reflect these changes.

**7.10 Pensioner Housing**

7.10.1 Annual rental inspections have been completed for 2024. There were some urgent maintenances that needed to be carried out straight away. Considering the ages of some of the units, most of them are in good condition. We will have to seriously look at upgrading the kitchens / bathrooms in some of these units within the next 12 months.

7.10.2 Pensioner Housing is nearly at full occupancy. We have a flat in Woodville that is currently having maintenance worked on it – it should be tenanted in the next two weeks.

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
Eketāhuna	1	1				

**8. Community Development**

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

8.1.1 Eketāhuna Community 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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The Community Plan was discussed by the Board at its meeting on Monday 13 May. It was noted that Community Development Staff had not received any further correspondence from the Board since the initial workshop in 2023. The Board requested an updated version of the plan and the next steps to be sent through.

Following the 13 May meeting, Community development staff have provided the Board with an updated copy of the plan and a comprehensive summary of the next steps. While engagement from the Board has not yet been forthcoming, we are committed to supporting the process and collaborating on solutions.

To facilitate this, a meeting between staff and the Chair is being organised. This meeting aims to clarify the next steps, address any concerns, and empower the Chair to effectively drive progress at the upcoming Board meeting on 8 July. We are optimistic that this collaborative approach will re-align efforts and reinvigorate the Board’s enthusiasm for a community-led development plan for Eketāhuna.

## 8.2 Fundraising Support

### 8.2.1 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	<p>110</p> <p><i>Note: The following statistics are the locations where the meetings were held and do not necessarily reflect the area of operation of the groups seen.</i></p> <p>59 -Dannevirke            46 - Woodville            1 - Eketāhuna            1 - Norsewood            1 - Ormondville            2 – Pahiatua</p>		
Number of upcoming appointments scheduled for fundraising support	0 – staff member will be on leave from 1 July to 5 July and has no scheduled appointments at this time		
Number of community applications submitted <u>with</u> council support	<table border="0"> <tr> <td>16 supported: - 14 Submitted - 2 Drafted</td> <td>Of the Submitted: 6 Approved 2 Declined 4 Partially Funded 2 Pending</td> </tr> </table>	16 supported: - 14 Submitted - 2 Drafted	Of the Submitted: 6 Approved 2 Declined 4 Partially Funded 2 Pending
16 supported: - 14 Submitted - 2 Drafted	Of the Submitted: 6 Approved 2 Declined 4 Partially Funded 2 Pending		
Total amount applied for (does not include drafted applications)	\$286,707		
Total amount granted for applications approved or partially funded	\$131,207		
Number of community applications submitted <u>without</u> council support (following a fundraising training appointment)	<p>5</p> <ul style="list-style-type: none"> <li>- 1 received full funding</li> <li>- 2 received partial funding</li> <li>- 1 was declined</li> <li>- 1 had not been notified of decision at time of completing survey</li> </ul>		
<p><i>Note: No funding appointments were available from 1 December 2023 - 22 January 2024 (due to Christmas/New Year shutdown and staff illness)</i></p>			

## 8.2.2 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	Lottery Minister’s Discretionary Fund	Granted (October 2023)
Cyclone Gabrielle Recovery – Akitio Cell Tower Back-up Generator	\$44,000	Lottery Minister’s Discretionary Fund	Granted (October 2023)
Cyclone Gabrielle Recovery – Mobile Generators for Community Hubs	\$30,600	Lottery Minister’s Discretionary Fund	Granted (October 2023)
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>\$309,503.00</b>		

## 8.3 Community Connection

8.3.1 Staff continue to attend the meetings as required and where appropriate of organising committees of the following community events. The aim of attending is to identify areas where council can support the community to achieve their desired outcomes:

- Woodville 150 Sesquicentennial Celebrations
- 80<sup>th</sup> Anniversary of the Polish Children’s Arrival in Pahiatua

## 8.4 Community Leadership

Staff attended a workshop in Palmerston North, organised by the Palmerston North City Council Community Development Team in collaboration with Community Governance Aotearoa.

The workshop provided valuable insights into nationally-endorsed advice on effective governance practices for community groups and organisations – also



known as, the Good Governance Code. The knowledge gained from this workshop will be instrumental in supporting our Community Boards, Community Committees and other community organisations, ensuring that we as staff have a good understanding of best practices in governance.

To learn more about the Good Governance Code, please visit:

**8.5** <https://communitygovernance.org.nz/board-resources/good-governance-code/>

## **9. Economic Development**

### **9.1 Support for existing business**

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

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



### **9.2 Funding for future initiatives**

#### **9.2.1 Regional Infrastructure Fund**

The expectation is that by mid-July criteria details for the Regional Infrastructure Fund (RIF) will be announced by Ministers. The new fund will be managed by Kānoa – Regional Economic Development & Investment Unit and high-level expectations around the funds having a resilience infrastructure direction are anticipated. Internal conversations have commenced around this information to help the district prepare for the final fund announcements.

#### **9.2.2 DIA/ECCT collaborative update**

The Council Economic and Community Development Team held a hui with funding lead representatives of Department of Internal Affairs and Eastern and Central Community Trust (ECCT) in late May. Discussion covered off recent community plan developments highlighted earlier in the management report, the council's partnership with GrantGuru and changes in ECCT funding around how council projects could apply. This information has been shared with relevant departments.

### **9.3 Business Relationships**

#### **9.3.1 Tourism relationships**

In May, the Economic and Community Development Lead met with seven international tourism buyers following the TRENZ\* event on their post-event famil at TUI Brewery to discuss the attractions, the district and key tourism opportunities to stop, stay and spend along the Classic New Zealand Wine Trail that travels North/South through the district.

Very constructive conversations took place around future visitation to the district with buyers from the UK, America, Canada, Holland and Australia.

*\* TRENZ is the biggest tourism trade event on New Zealand's calendar and provides significant opportunity for the industry to showcase their products and services to high-quality international and New Zealand Buyers and influential international and New Zealand travel trade and tourism Media. The focus of the event is relationships and experiences, with numerous opportunities to do business, network, and showcase/experience products firsthand.*

#### **9.4 Operational meeting Economic Development counterparts**

##### **9.4.1 Urban upgrades and urban connectivity**

The Economic and Community Development Team have recently connected with this work stream and shared new information to assist the preparation of works being completed by the urban upgrades and urban connectivity contracts being engaged by Aimee Charmley and the planning team. Draft documentation around community plans and scope documentation around new and existing cycle and walkways through the district have helped latest thinking. The cycle and walkway information was developed during proceeding works linked to the districts Destination Management plan (Visitor and Walk-Cycle Strategy and Action Plan).

##### **9.4.2 DigitalSpaces trailer**

The launch comms plan has been developed through collaboration of the Economic and Communications teams. The plan is being socialised for comment in the preparation for the launch of the DigitalSpaces trailer with the Minister later this year. Exact launch dates are being worked on with the Mayor's office.

Latest external image of the trailer:



#### 9.4.3 Regional Business Partners (RBP) Clinic

The latest RBP clinic took place on 25 June in Dannevirke. Full details of the event will be reported at the next committee meeting as this report was written in advance of the clinic taking place.

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

The latest community liaison meeting was held at the Waka Kotahi site office in Ashhurst on 18 June. Discussion was held around the latest developments on the highway project, the shared path, and next steps for the shared path Manawatū River crossing. This meeting was supported by a short visual drive of parts of the Te Ahu a Turanga: Manawatū Tararua Highway.

#### 9.4.5 Te Āpiti – Manawatū Gorge – Project Group

The latest Te Āpiti – Manawatū Gorge project group meeting took place 20 May with significant discussion taking place around the projects in the master plan and the direction of the group. This is the second meeting of the newly formed group. Through the collaborative works that are being planned with Waka Kotahi around

the extension plans of the shared path from Hampson Street to the Woodville Pool, the Lindauer Trail is presently the most advanced project detailed in the Te Āpiti – Manawatū Gorge Master Plan.

The Te Āpiti – Manawatū Gorge Governance Group met on the 14 June to discuss the outputs from the project group meeting and discuss next steps around the financial year ahead.

## **9.5 Events**

### **9.5.1 Multi Chamber event at TUI Brewery**

On the 15 May 120 business owners came together from Manawatu, Wairarapa and Tararua Districts for a multi chamber event. This is the second consecutive year the Council has helped bring this event together and the connections are proving very rewarding for the attendees.

### **9.5.2 Agritourism**

A new event took place in the agritourism diversification space on 16 May. The event was well attended by farmers from the north of the district and Central Hawkes Bay. The event was not in partnership with the Council as it was a commercial venture but the lead of Economic and Community Development spoke throughout the event and shared insights from previous tourism experience to support the conversation.

## **10. DigitalSpaces**

### **10.1 Activity Funding Statement**

All development initiatives detailed in this report for DigitalSpaces are funded through the Ministry for Business, Innovation and Employment's Provincial Growth Fund - with the exception of the DigitalSpaces trailer, which is financed through a partnership between Ministry for Business, Innovation and Employment (Provincial Growth Fund) and Department of Internal Affairs.

### **10.2 Business Events**

As detailed earlier in the Economic Development report Tararua District Council partnered on business event at TUI Brewery. A promotional journey video for the DigitalSpaces trailer build to date was developed and shared at the TUI Brewery. The film generated some interested around wishing to be connected to the finished trailer when it is fully launched.



DigitalSpaces partnered on the BA5 event around Business Resilience on 19 June developing all the marketing material. With the Economic Development team supporting the securing of the speaker and collaborating on the on the night delivery. It was a cross district initiative.

A successful Facebook Live event featuring the mayor and councillors was conducted using DigitalSpaces cameras and the newly purchased for businesses ATEM live switcher, resulting in a high-quality broadcast.



### 10.3 Data Capture and Service Marketing

- A Mailchimp sign-up form has been developed to encourage businesses to engage with DigitalSpaces whether that be through events, equipment, or workspaces.
- Currently, 172 businesses are receiving information via Mailchimp.
- Posts continue to be published on the DigitalSpaces Facebook page and shared on The Tararua District Council and community Facebook pages.
- To further increase awareness of the services available, pamphlets have been distributed in Eketāhuna to encourage business engagement.

### 10.4 Within the Hub Work Room

- In the last quarter, we welcomed nine new clients to DigitalSpaces. The clients included students, new businesses, established professionals, and community groups. New clients primarily came through word-of-mouth recommendations and promotional material.

- The workstations saw several updates, another KVM switch was installed making all three computers multifunctional, instructions were developed, necessary cables were installed, and new Wi-Fi connection signs were placed near each workstation.



- A Blackmagic ATEM Mini Pro ISO was purchased for facilitating live stream events.

## 10.5 Next Quarter

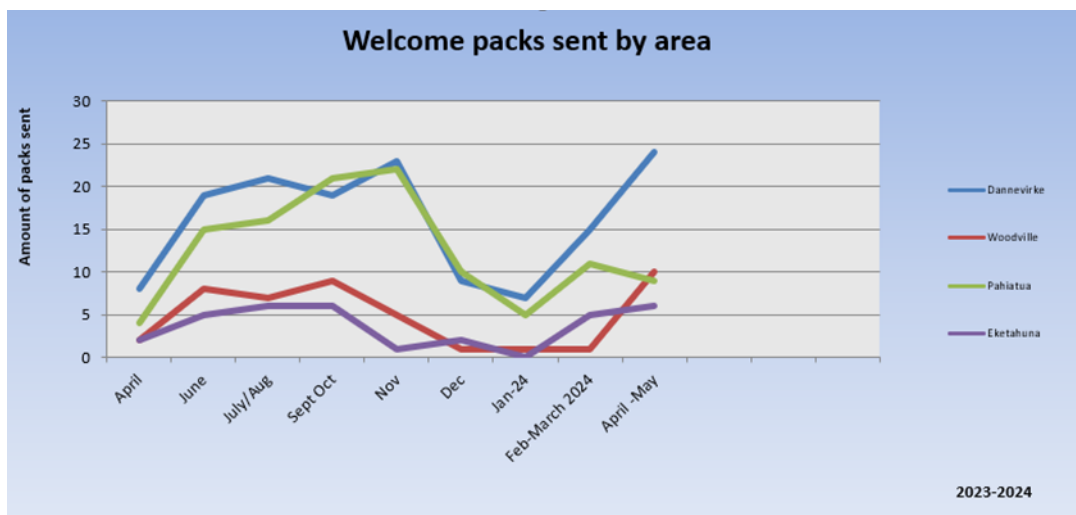
The DigitalSpaces Activator will continue to promote the service with a focus on researching new events for the remainder of the calendar year.

- An Introduction to Canva course has been confirmed for late July.
- New promotional material will be distributed to businesses in Dannevirke.
- The DigitalSpaces trailer launch collateral connected to the communications launch plan will be developed.

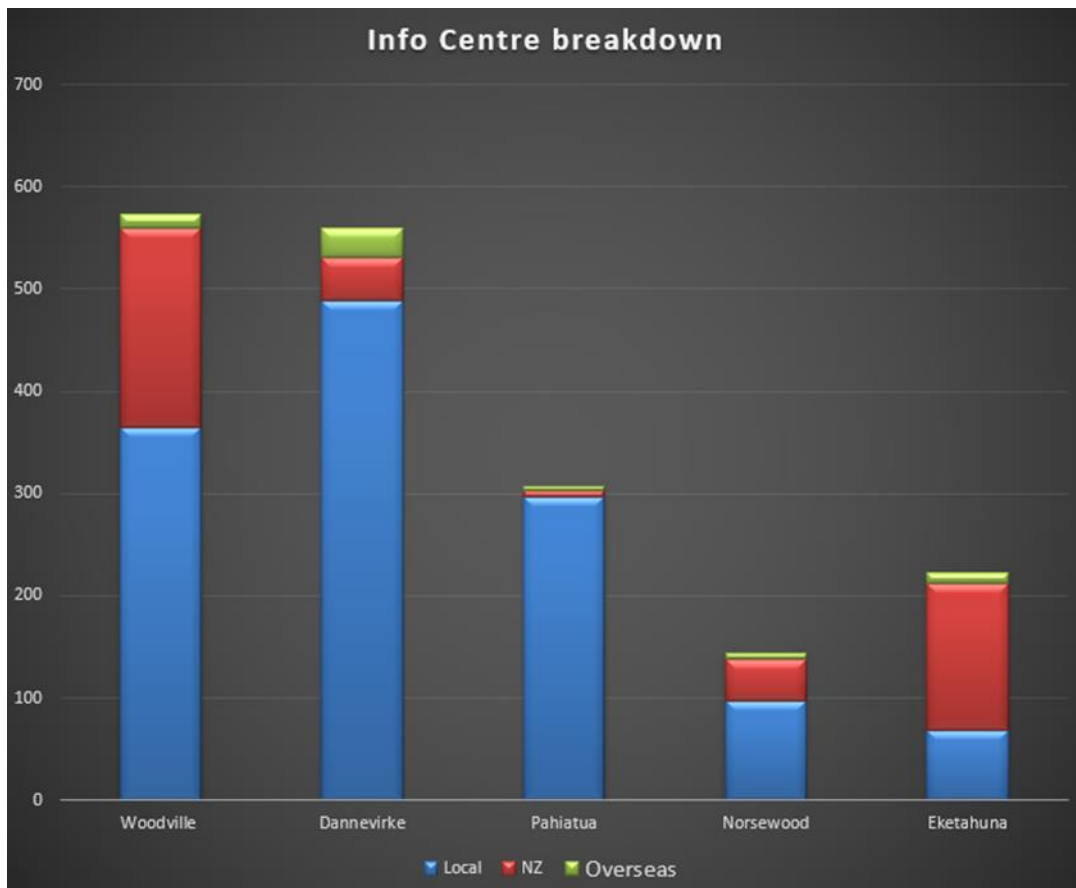
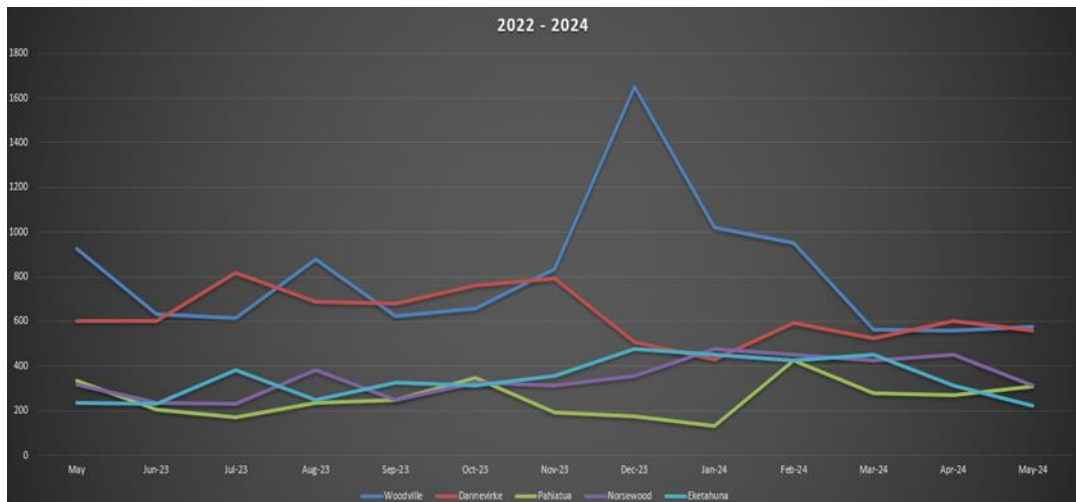
## 11. TARARUA I-SITE REPORT – February – March 2024

### 11.1 Welcome Packs

There were 49 Welcome Packs sent during April and May 2024, with 10 being purchasers outside the district.



## 11.2 Tararua isite and Information Centre enquiries



## 11.3 Creative Communities Showcase

This was held during April and gave funding recipients the opportunity to showcase what they had achieved with their projects that had been funded by Tararua Creative Communities. The committee were also able to promote the upcoming funding round at the event.



#### 11.4 Grant allocations to the Creative Communities April funding round

A total of \$19,537 was allocated at the April funding round.

APPLICANT	PROJECT	AMOUNT
Woodville Old Folks Assn	To compile a Woodville Poetry book to celebrate 150 years	\$1500.00
Dannevirke Fantasy Cave	Pop Up Christmas Cave	\$1000.00
Sandra Duncan	Painting and Clay Sculpture workshop in Pahiatua	\$1500.00
Lisa Galloway	Line Dancing Social	\$350.00
Hinetewhiurangi Kani	Painting Wānanga	\$343.40
David Selfe	NZ Airforce Band Concert	\$1500.00
Tararua REAP	School Kapa Haka Festival	\$2000.00
Mathew Nisbet	Ceramics workshop	\$1500.00
Dannevirke Theatre	Productions of "Annie"	\$2500.00



Wairarapa REAP	Tararua region landscape backdrop	\$1970.00
Dannevirke South School	South School Soiree	\$1874.00
Dannevirke Highland Band	Drum tutoring costs	\$1500.00
Woodville Art & History	Matariki Art Exhibition	\$2000.00

## 11.5 Mail Chimp

With the help from Evan from DigitalSpaces, the isite is now set up to deliver targeted event calendars to people who have signed up from the Motorhome Show to receive the monthly events calendar.

We can design templates that resonate with motorhome travellers, showcasing destinations, tips, and offers relevant to their interests.

Mailchimp provides detailed analytics and reports on our email campaigns. We can track metrics like open rates, click-through rates, conversion rates, etc., to understand what content works best for motorhome travellers. This data allows us to optimize future campaigns for better results.

## 12. Communications

### 12.1 Long-Term Plan 2024/34 Consultation

The communications team has had a very busy period, primarily focused on the Long Term Plan (LTP). The team was responsible for writing and designing the LTP consultation document, coordinating with nearly every team across the Council to complete it. The document went through 32 drafts before being finalised on May 1st.

In addition to completing the Consultation Document, the team worked on preparing the website for online consultation. This involved ensuring all online consultation forms were ready, providing background information, and making all LTP-related documents available online.

Parallel tasks included creating LTP marketing campaign materials such as website and Facebook banners, Facebook tiles, and print materials like consultation forms for public events. However, due to tight deadlines the team had limited time to prepare a comprehensive Consultation and Marketing Plan. Consequently, many marketing materials were produced during, and not before, the consultation period.

In line with findings from the communications survey, the team also experimented with new marketing methods such as geo-targeting through TVNZ and Stuff news online.

TVNZ promoted LTP submissions using 'Ads on Pause,' displaying LTP consultation adverts whenever someone in the district paused their TVNZ stream (see image 1). This was a first for TVNZ in the district and required the communications team to provide all postal codes. Unfortunately, the TVNZ system took time to recognise all the postal codes, leaving only about 10 days of LTP consultation. The goal was 33,500 impressions, but only 4,556 were achieved. To compensate, the remaining 'Ads on Pause' impressions were used to promote dog registration. Although the exact impact on LTP submissions in Tararua is unclear, the team received significant positive feedback.

**Image 1. TDC Staff member's smart TV showing our LTP Ad on pause**



Geo-targeting was also used for Stuff/NZ news, targeting phone users in the district with LTP consultation adverts. This resulted in over 52,000 impressions and 89 clicks through to the LTP submissions webpage.

During the consultation period, the communications team developed seven short videos, four full-page Bush Telegraph adverts, and two radio adverts aired on local stations Central FM, ZB Newstalk, and The Hits.

Some statistics for the Long Term Plan consultation period can be found in table 1 below:

**Table 1 – LTP Statistics from 1 May to 31 May 2024**

<b>Platform</b>	<b>Totals</b>	<b>Notes</b>
Facebook	<p>Total LTP reach: <b>27,000</b> users</p> <p>Total LTP specific posts: <b>24</b></p> <p>Top LTP Reach: <b>4,100</b> users</p> <p>Top LTP post engagement: <b>1,066</b></p> <p>Facebook Live views: <b>1,761</b></p>	<p>44% of monthly total posts</p> <p>Post on LTP submissions</p> <p>Proposed rates changes</p>
Website	<p>Views of LTP pages: <b>1,122</b></p> <p>Supporting Documents: <b>12</b></p> <p>Supporting pages: <b>7</b></p> <p>Total downloads of LTP document: <b>260</b></p> <p>CRM LTP enquiries: <b>1</b></p>	
Bush Telegraph	<p>Council Page: <b>2</b></p> <p>Full page articles: <b>4</b></p>	<p>Normal page</p> <p>6 May: Have your Say and venues</p> <p>13 May: Proposed Rates Changes</p> <p>20 May: Economic &amp; Community Development Options and Differential Rooding Rates</p> <p>27 May: Pahiatua Swimming Pool, Non-Contiguous Rates, NLTA and Town Centre Refurbishment</p>
FM Radio	<p>Central FM: <b>50</b> x 30 second adverts</p> <p>Newstalk ZB</p> <p>The Hits</p> <p>Radio Dannevirke</p> <p>Radio Woodville</p>	<p>Including prime breakfast time</p> <p>Broadcast totals for the remainder of the radio stations is undetermined at this time.</p>

Platform	Totals	Notes
	Radio Eketāhuna iHeart	
TVNZ	Ads on Pause: <b>4,666</b>	The goal was 33,500 impressions but this is new technology and TVNZ did not realise the goal they agreed upon actually outstripped their present capacity to deliver. This technology works by creating adverts on smart TV's based on post code locations.
Stuff	Geo Targeting: <b>52,239</b> Clicks to the TDC website from the campaign: 89	The goal was 50,000 impressions but actually realised 52,239 impressions. This took place from 22 May to 30 May on Stuff Digital Platforms linked to our TDC website
Antenno	Notifications of venues: <b>3</b>	
Submissions	Total: <b>503</b>	
Postal	Mock Rates: <b>1</b>	We designed and wrote the LTP information that accompanied the mock rates

## 12.2 Websites

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

The Communications Team, among other pages, updated the Animal Control page, Building pages (Forms and Brochure), Growth Strategy, District Review, Roads and Transport, Projects (IAF project, EQ strengthening and WTP upgrades) plus numerous other page updates. We also updated the dog registration fees and charges table and dog registration document.

The Communications Team continues to use the Pagefreezer website archive platform and can view and use both websites, as they appeared on any given date since archiving began in December 2023. This is necessary in accordance with our responsibilities within the Public Records Act 2005.

The team have responded to a plethora of feedback comments and enquires on the [www.tararua.govt.nz](http://www.tararua.govt.nz) website.

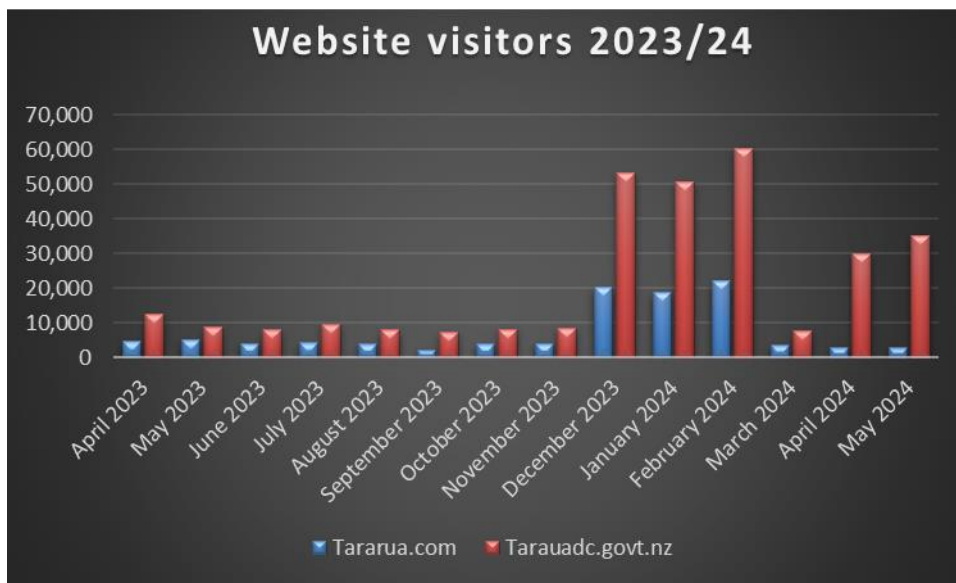
TDC website statistics 15 April – 15 June 2024. There were 7,064\* TDC website visitors – see chart 1.

Top Pages for TDC: Current road status/Living here (Libraries) and rates searches.

Tararua.com website statistics 15 April – 15 June 2024. There were 5,547\* visitors to the Tararua.com website – see chart 1.

Top Pages for Tararua.com: Events and accommodation.

**Chart 1: Total number of visitors (by IP address) to our websites**



\*Note: In the bar chart, above, the December 23 – February 24 period was Pagefreezer (archive) IP addresses visiting the websites multiple times daily. As of 28 February 2024, our Pagefreezer IP addresses were filtered from our analytics platform and visitor numbers on both websites went back within the expected number ranges. In April and May some new IP addresses have been active causing the second obvious spike. Please note, the months depicted on the chart above are calendar months so June 2024 is not included.

### 12.3 Intranet (LOKI)

In Tools & Resources the Communications Team updated the Building departments forms – migrating a number of them from the no longer supported “Go Shift” website to the new “Simpli” website. This document migration included all the various application forms and their associated guides. This task was also replicated on the TDC website.

The Communications Team contributed to the first LOKI replacement workshop hosted by the Projects Management Office on 12 June.

**12.4 Facebook**

On 27 May the Communication Team facilitated a Facebook Live in support of the Long Term Plan 2024/34 consultation. A multi-camera and multi-media approach was used for the first time, resulting in an extremely polished Facebook live session. A number of practice sessions and different locations were trialled in order to work out the best format for when going live. In total, 1,761 people viewed the Facebook Live session.

The Communications Team created and began the execution of the Dog Registration Social Media Campaign with our *“Paws, hold, unleash”* rugby theme – see image 2:

**Image 2: The Communications Team dog registration theme**



The Communications Team also created new “Meet the Mayor & Councillors Events and Social Media Plan, see image 3:

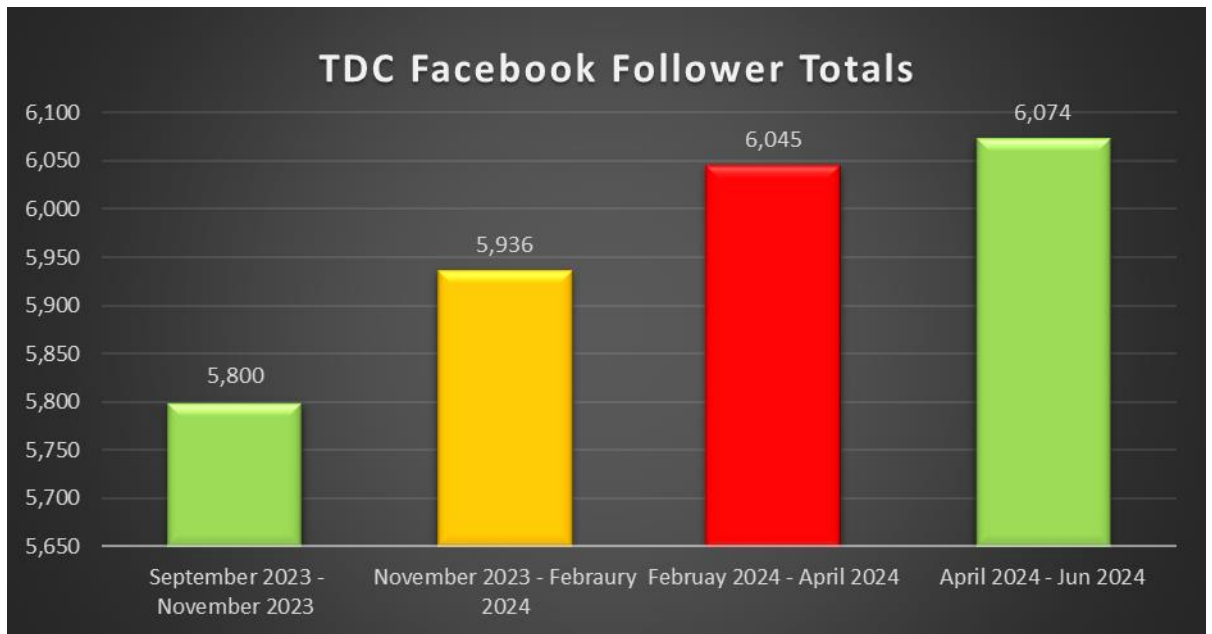
**Image 3: The Communications Team “Meet the Mayor and Councillors” tile**



Pagefreezer Facebook archive: The comms team are using the Pagefreezer social media archive platform to meet our Public Records Act 2005 responsibilities. This allows us to recall any post, comment, edit, hide or deletion made on our Facebook page by ourselves or by members of the community. A recent accidental Facebook post deletion was successfully recovered in full from our Facebook archive.

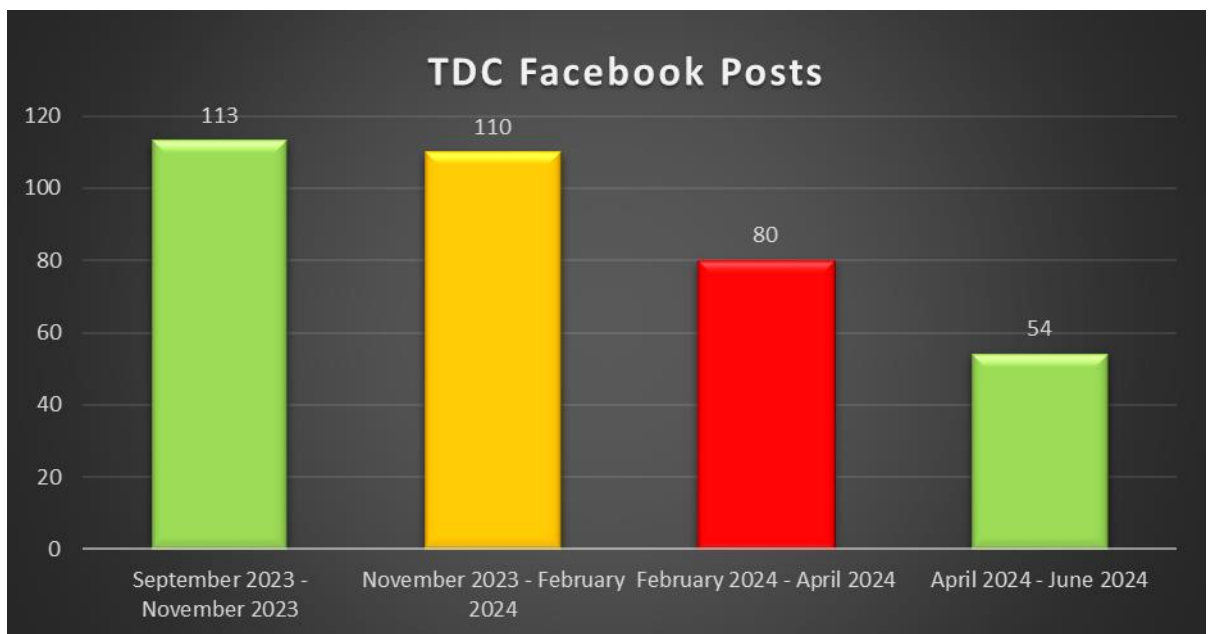
29 new followers (Total 6,074 followers). Down 80 (109 new followers) from management report - 15 April to 15 May – see chart 2, below for recent data:

**Chart 2: Total of TDC Facebook followers throughout reporting periods**



54 new posts (as compared to 80 in the previous report). Many posts resulted in significant engagement. Where possible, the team continues to provide answers to comments and questions on Facebook – see chart below 3 for data:

**Chart 3: Facebook posts made over the reporting period (44% were LTP related)**



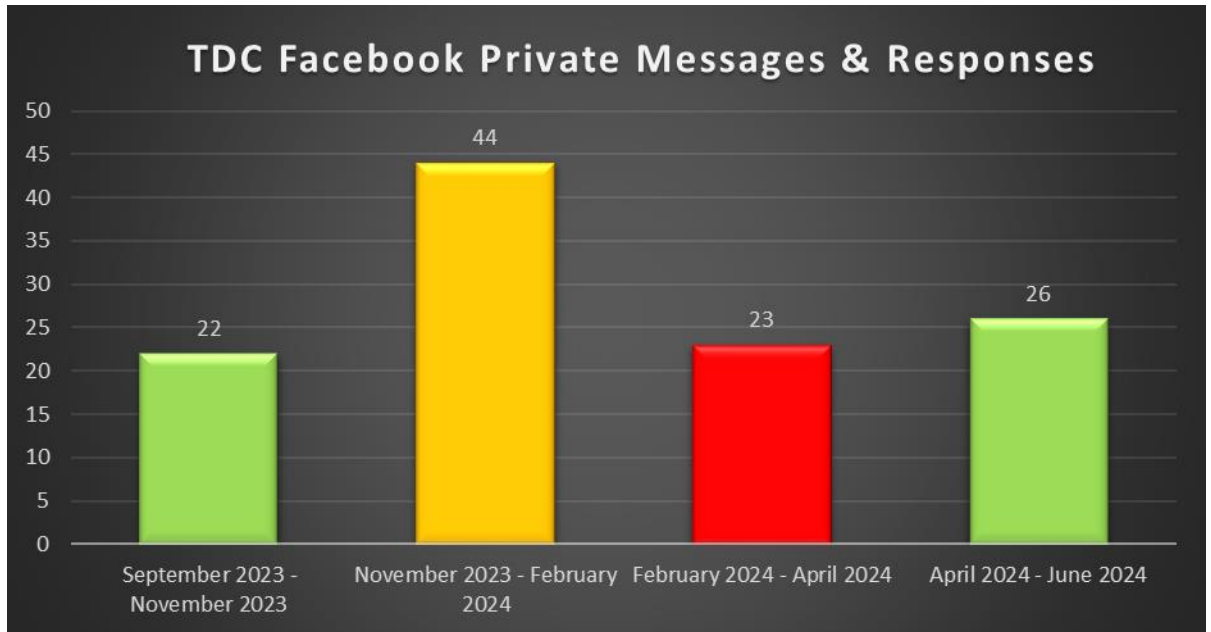
Highest performing posts were:

- The Mayors Favourite Winner of the 2023 Photography Competition of 31 May 2024 reactions, 29 comments and 8 shares
- Poland's Flag Day with 44 reactions, 7 comments and 8 shares



26 private message conversations (Messenger) which were all responded to, many resulting in CRM's – see chart 4 for data:

**Chart 4: Total of private messages received via the TDC Facebook page**



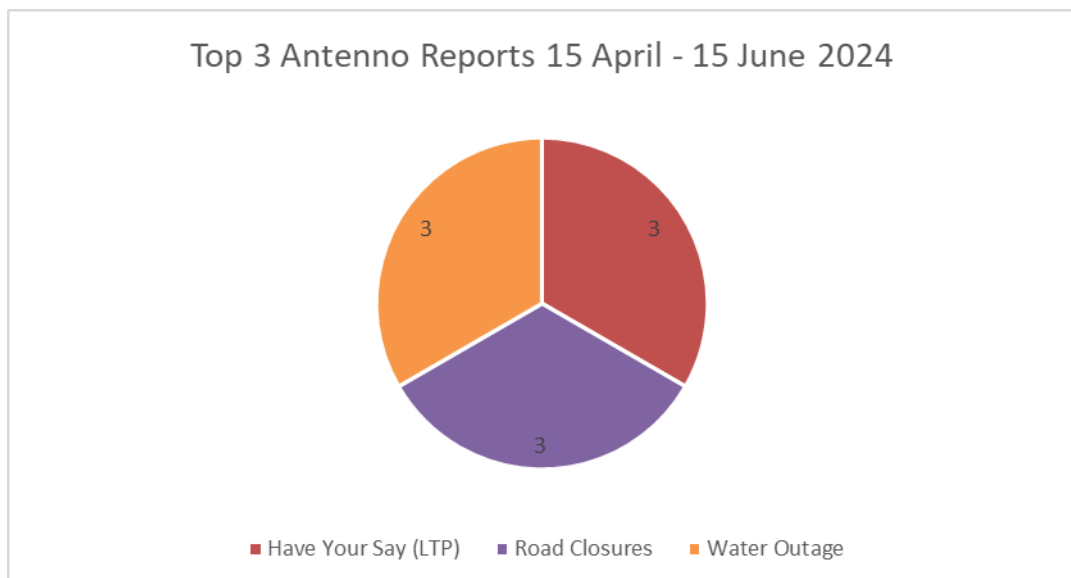
**12.5 Antenno**

Users: 907 (down 37)

Antenno **Notifications**: 54 (down 31 from previous report) – Top 3 notification topics: Have your say (Long Term Plan) Road Closures and Water Outage – see chart 5.

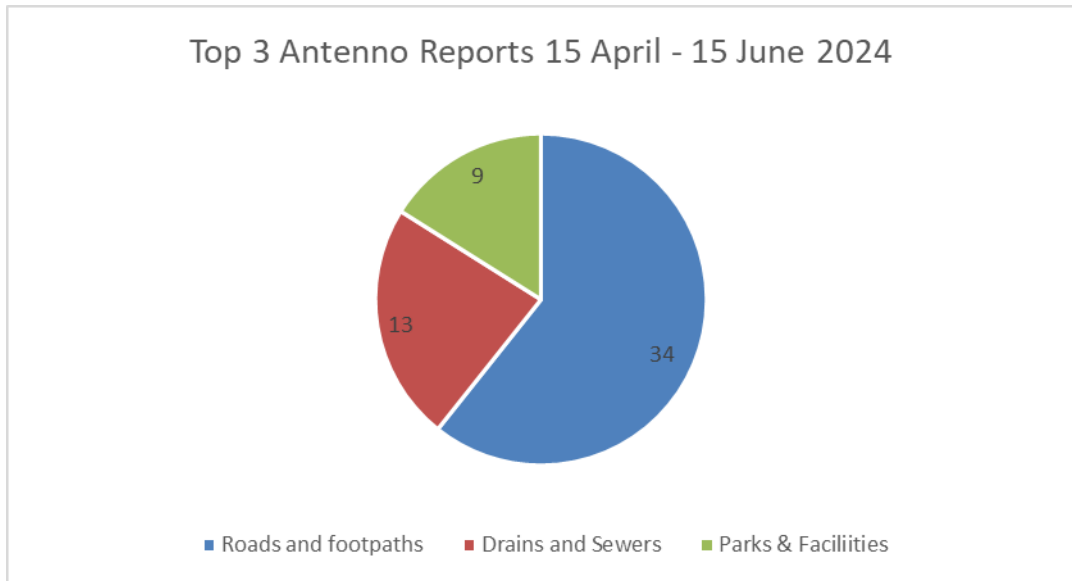
*\*Top 3 Antenno notification data (above) does not show scheduled recycling reminders (33)*

**Chart 5: Top 3 Antenno notifications from council**



Antenno **Reports:** 85 (down 3) – Top 3 report topics: Roads/Footpaths/Cycleways, drains/sewers and Parks & Community Facilities – see chart 6.

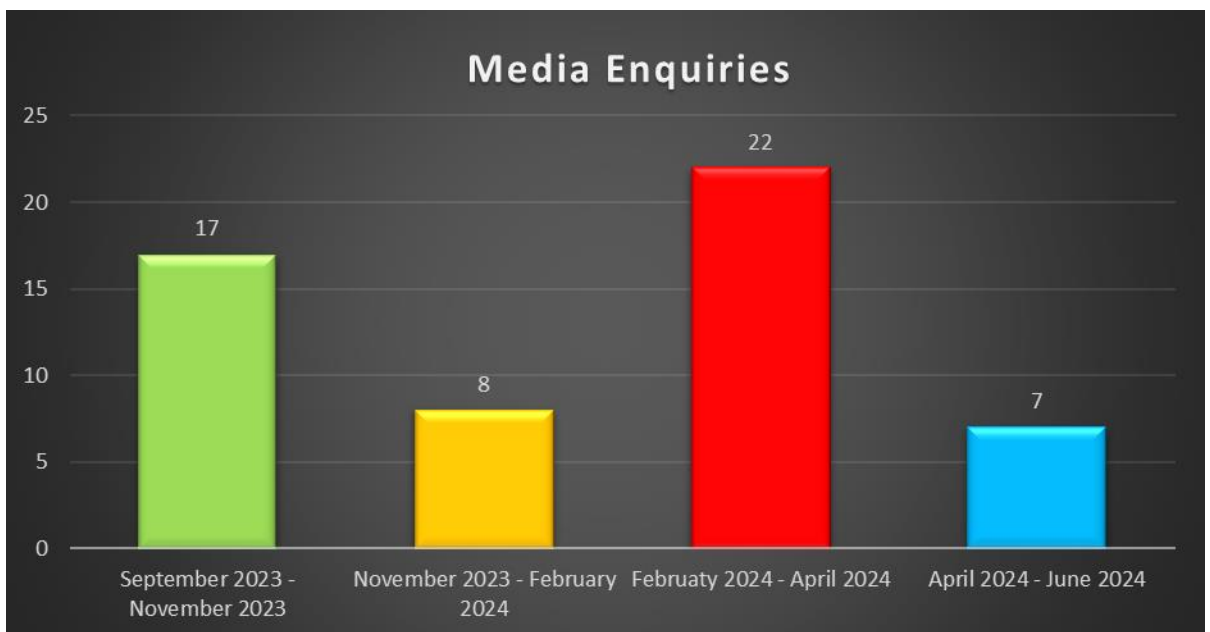
**Chart 6: Top 3 Antenno report topics to council**



## 12.6 Media Enquiries, Mentions & Releases

**7 Media** Enquiries were responded to by the team including Stuff.nz, Hawkes Bay Today and the Bush Telegraph. There were no top enquiry topics, each of the 7 enquiries were standalone enquiry topics – see chart 7.

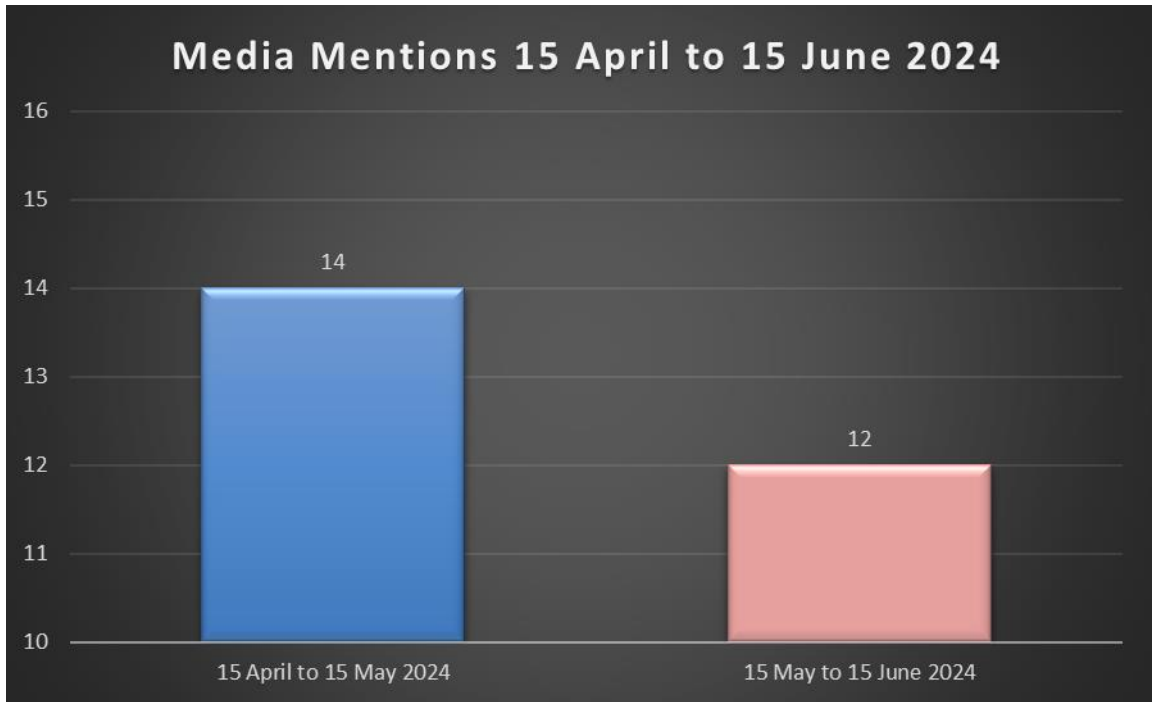
**Chart 7: Total numbers of media enquiries to TDC**



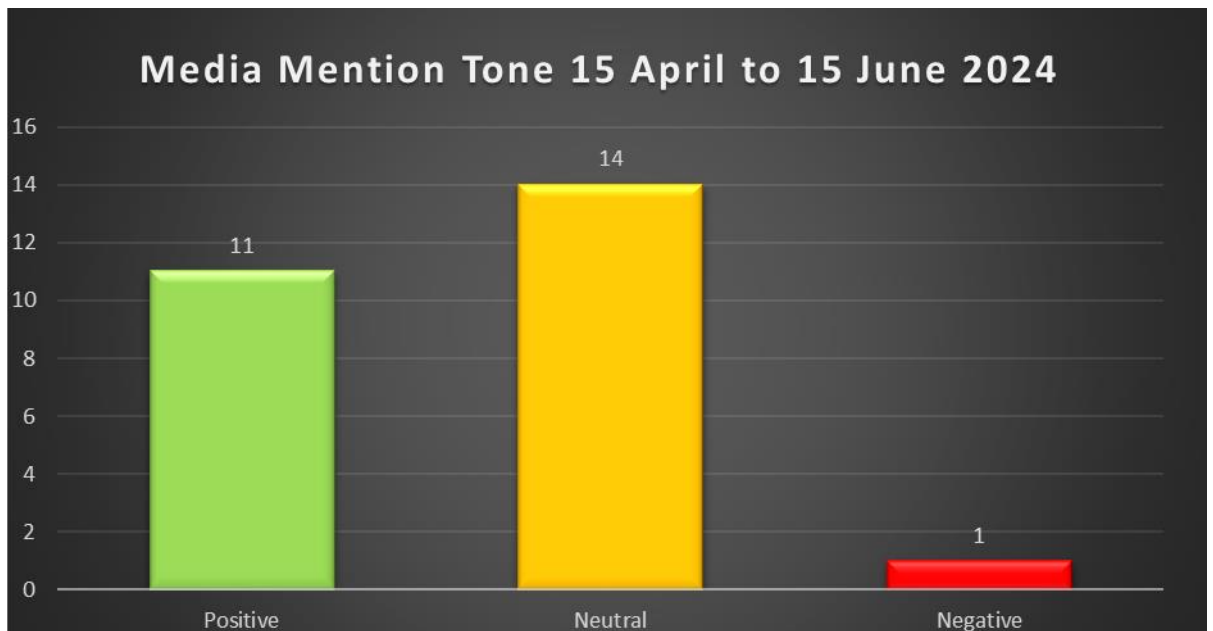
26 Media mentions concerning Council were identified on our media monitoring platforms – the top topic centred on TDC rates rises. All Media mentions links,

whether of a positive, neutral or negative tone, were passed to the Mayor, Councillors and ELT for their awareness – see charts 8 and 9:

**Chart 8: Number of media mentions for the reporting period**

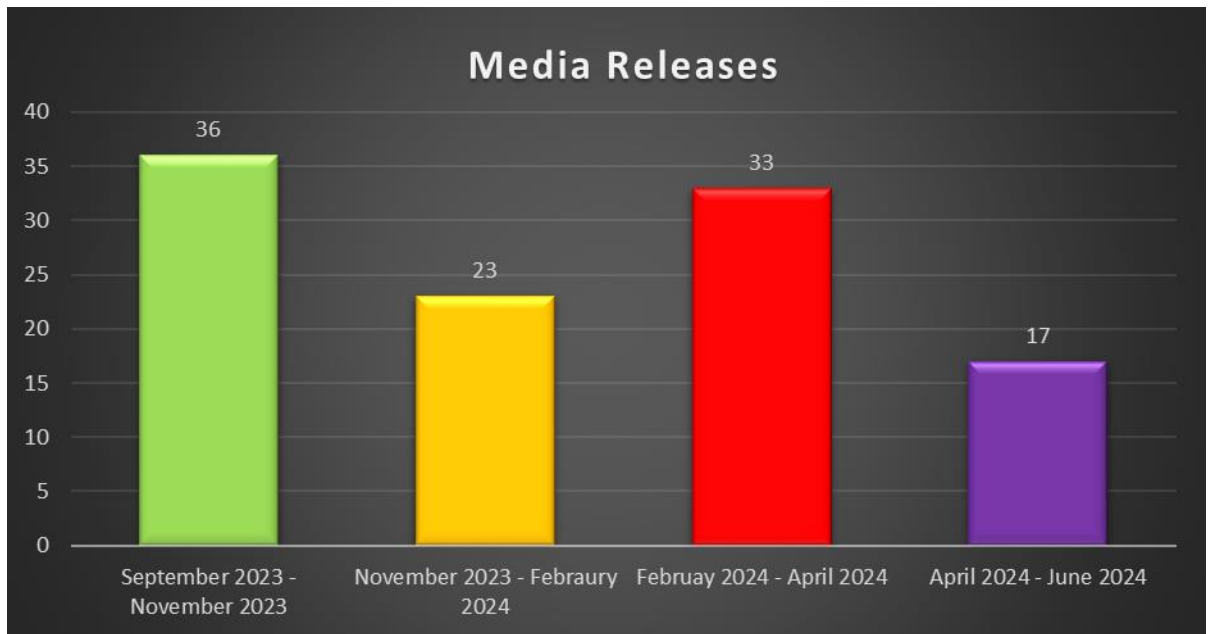


**Chart 9: Breakdown of positive, neutral and negative tone of media mentions**



17 media releases were sent out to mainstream print, radio and tv media outlets. Examples of media releases have included Recovery, LTP submissions, dog registration the Pongaroa, Dannevirke fluoridation and Norsewood water treatment plant upgrade – see chart 10 for data:

**Chart 10: Number of media releases sent over the reporting period**



**12.7 Bush Telegraph**

We have produced 4 Council Bush Telegraph pages, 2 Recovery pages and 4 Long Term Plan specific full-page articles over the reporting period that covered all consultation topics, venues and means of making submissions.

**12.8 Radio Adverts**

Our Bush Telegraph page continues being produced every fortnight. We have been utilising radio advertisement of 3 current topics per month which are advertised 40 times each on The Hits, Newstalk ZB and iHeart Radio (radio app with 5,500 subscribers). Using the app we get coverage on major radio stations such as Newstalk ZB, Breeze, and Hits etc. Our current adverts have been the Long Term Plan 2024/34, General Waste and Preferred Dog Ownership, Long Term Plan 2024/34 and Grant Guru.

**12.9 Others**

12.9.1 Published 3 new staff member Introductions.

12.9.2 Produced a TDC document on days the New Zealand flag should be flown and flag protocol. This will assist the mayor, elected members and customer services with key dates and the correct protocols to follow on the dates and occasions flags must be flown – see image 4:

**Image 4: The cover of the TDC Flag Flying and Protocol document**



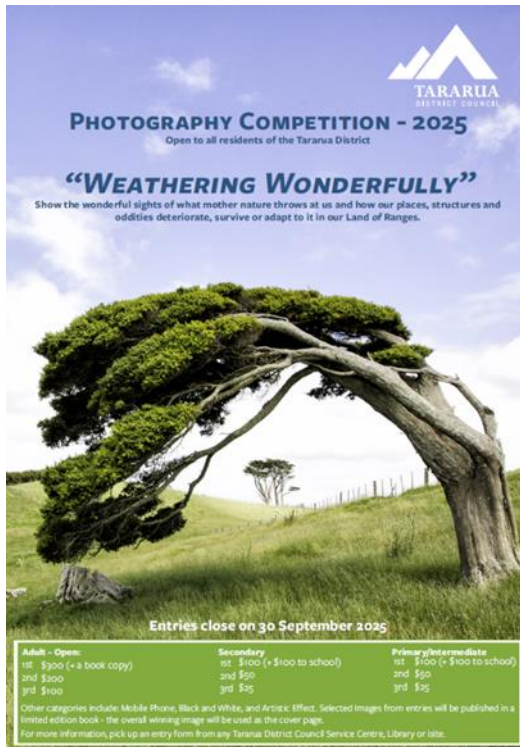
- 12.9.3 Drafted and published 2 Pānui Pulse newsletter (edition 29 and 30).
- 12.9.4 Drafting and designing a new look Pānui Pulse for edition 31.
- 12.9.5 The Communications Team continued with the running of the 2023 TDC photography competition and oversaw the exhibition of the entries in the Rinitawa Galleries in Woodville 1 May to 3 June – see image 5. The Communications Team oversaw the awards ceremony of 24 May. Work now continues on the production of the 2023 TDC photograph book launch.

**Image 5: Photography competition exhibition promotional poster**



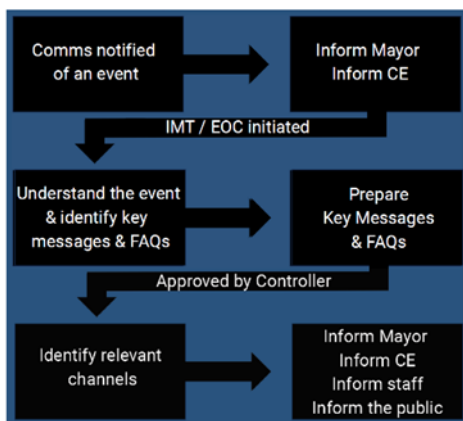
- 12.9.6 Preparation for the 2025 TDC photograph competition, themed “Weathering Wonderfully” has commenced with the creation of a dedicated Content Manager container and the creation of a number of competition documents, including the competition poster – see image 6:

**Image 6: The 2025 TDC Photography Competition poster**



12.9.7 We have updated our “Initial Emergency Communications” document in TEAMS to include local radio frequencies and webpages for listening to local radio online during emergencies. These updates have further aligned our documents and processes to post Cyclone Gabrielle debrief lessons learnt.

**Initial Emergency Communications  
(and key messages)**



12.9.8 Preparation and presentation of last 15 months of recovery actions to Council on 29 May 2024.

- 12.9.9 Assisted with communications advice on the Tararua Alliance, Horizons and TDC Land Stability Case Study project.
- 12.9.10 Assisted with communications advice on the proposed Recovery Tararua Economic Data project.
- 12.9.11 Assisted with reports and draft Recovery Plan foreword and writing.
- 12.9.12 Attended and recorded minutes for the fortnightly Recovery meetings.
- 12.9.13 Prepared and distributed the April Recovery Stakeholder Newsletter.

## **13. Library**

### **13.1 Programmes and events**

- 13.1.1 The School Holiday Programme featured a digital scavenger hunt. 76 children went in the draw for the prizes awarded at each branch.
- 13.1.2 89 children took part in the National Simultaneous Storytime on 22 May this year. It is the first time we have had a class from Eketāhuna School. We are thrilled to have them on board.
- 13.1.3 The Annual Trivia quiz returns. The theme is “Tropical”. The trophy has been returned and we’re awaiting teams of 4 to register.
- 13.1.4 Chill Out & Read. 108 from 3 schools in Pah already. 259 from 5 schools in Dannevirke. Three classrooms at Eke.

### **13.2 Branch operations**

- 13.2.1 We have filled the vacancy at Eketāhuna Library & Service Centre with two capable team members job-sharing the role. This adds resilience to the team overall. They have been welcomed by the community.
- 13.2.2 Eketāhuna Library now has a JP service desk every Friday morning. The Wairarapa Community Law Centre have moved to the Eketāhuna Health Centre as it has a private room for their use. The community continues to meet the Mayor and Councillors every first Monday of the month.
- 13.2.3 We received a resignation from one of our Customer Services Librarians effective from mid-April. Other Library team members are filling this gap on Mondays and Pahiatua Library continues to close for lunch two days a week while we relook at the resourcing requirements of the team.
- 13.2.4 We experienced minimal disruption to our service over the last two months particularly given the vacancy and staff leave.
  - Eketāhuna Library and Service Centre experienced 99.8% normal opening hours.

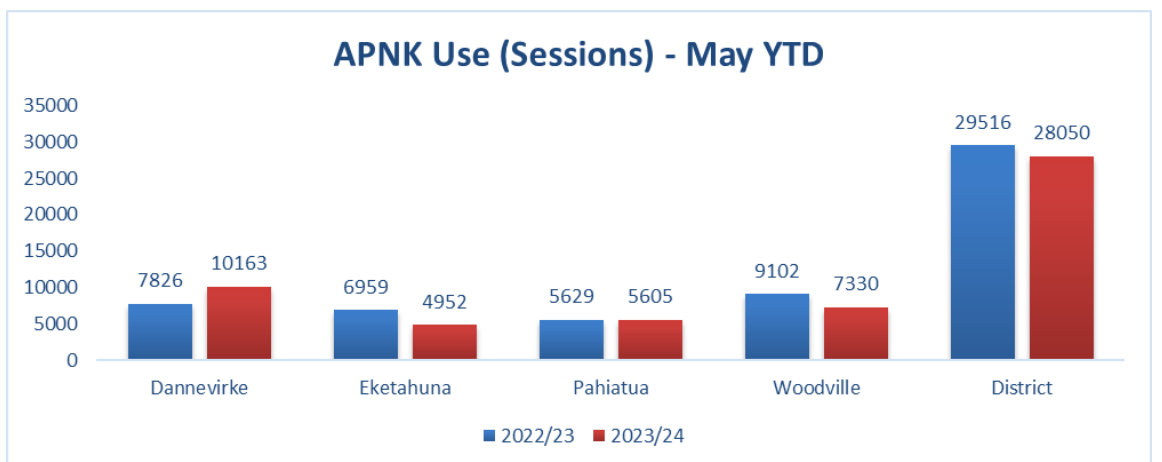
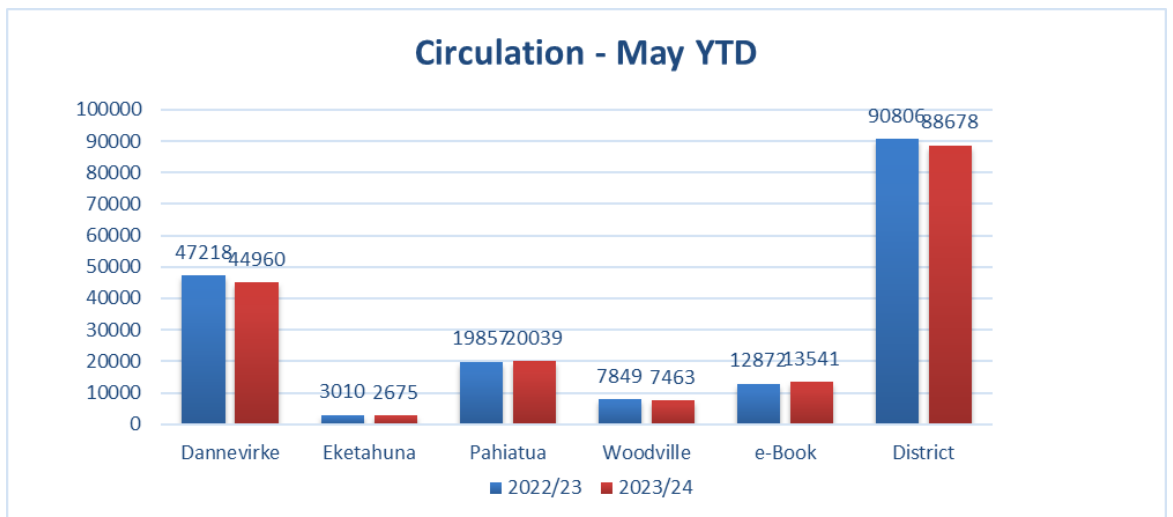
### 13.3 Statistics

As at 31 May 2024:

**Active members** - The active members statistic that has been previously reported represented an annual cumulation of a monthly statistic. This allowed active members to be counted up to twelve times in the overall statistic which we acknowledge is not particularly helpful. Overall, 18.4% of the memberships were active.

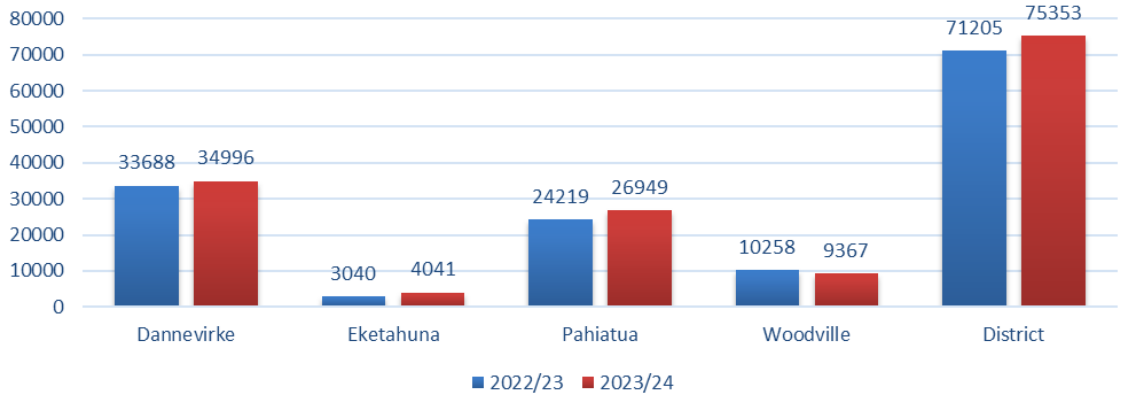
#### 13.3.1 Broken down by site as follow:

- 17.6% of Dannevirke members
- 18.6% of Eketāhuna members
- 20% of Pahiatua members
- 18.7% of Woodville members

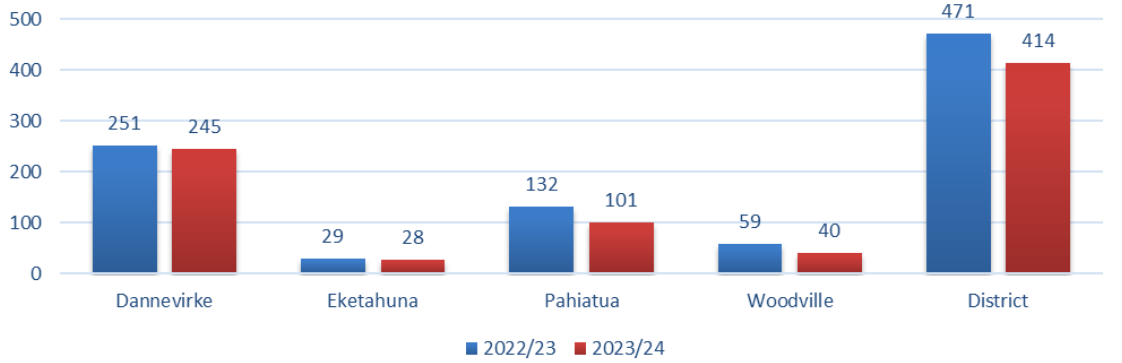




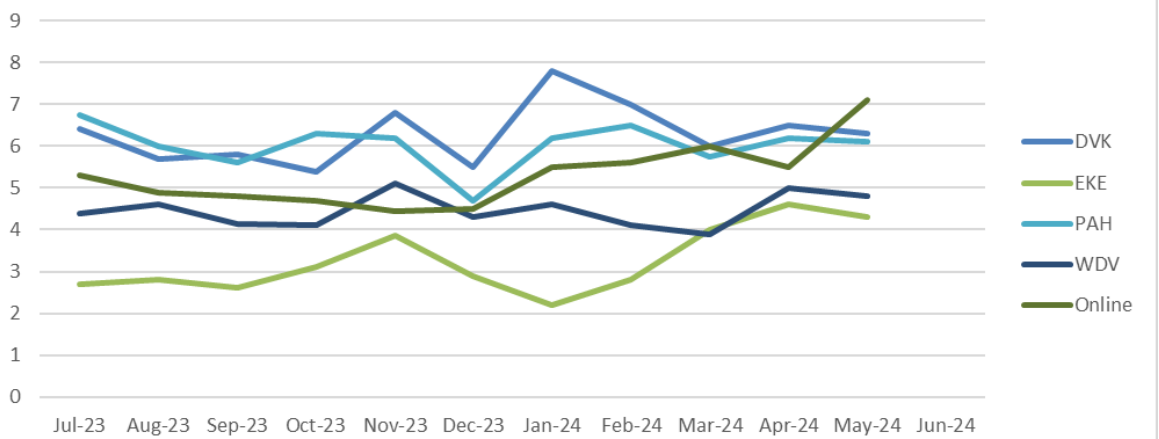
### Pedestrians May YTD

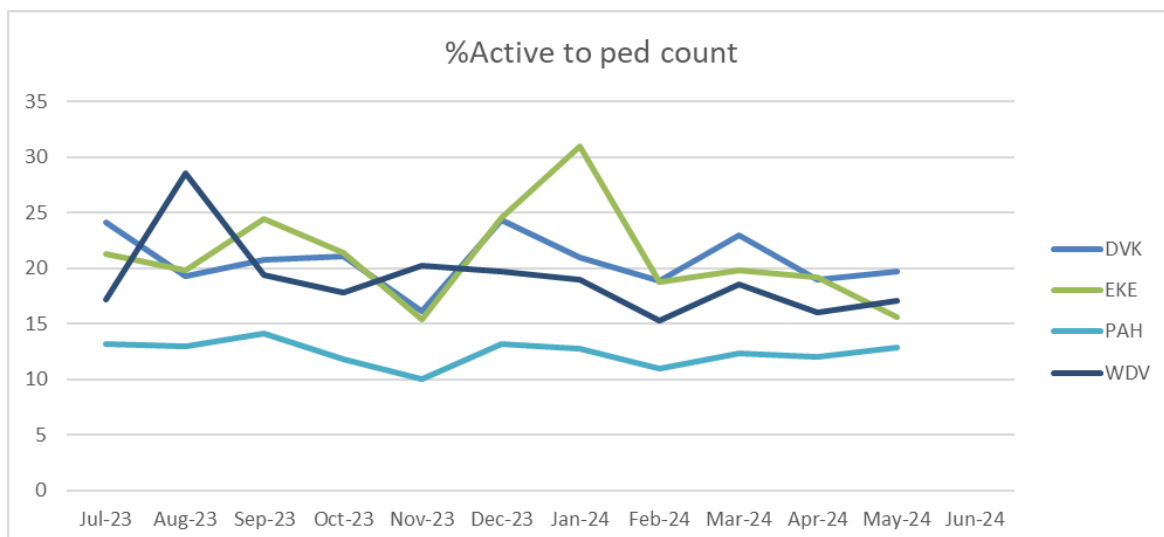


### New Members - May YTD



### Items per borrower





## 14. Customer Services

### 14.1 Call Statistics:

April 2024		April 2023	
Total Calls	1048	Total Calls	1878
Average Wait Time (Seconds)	15.57	Average Wait Time (Seconds)	16.94
Abandoned Calls	27	Abandoned Calls	66
Average Talk Time (Seconds)	117.59	Average Talk Time (Seconds)	109.16

May 2024		May 2023	
Total Calls	1880	Total Calls	2242
Average Wait Time (Seconds)	16.87	Average Wait Time (Seconds)	21.99
Abandoned Calls	55	Abandoned Calls	104
Average Talk Time (Seconds)	120.87	Average Talk Time (Seconds)	111.60

### 14.2 Customer Request Management (CRM) Statistics

In **April** a total of **649** CRMs were entered into the system compared with **708** in the same month last year.

April 2024		April 2023	
Water Leak	34	Dog Enquiries	38
Dog Enquiries	30	Noise - Bass/Stereo/Radio/Tv – 1st Call	38
Noise – Bass/Stereo/Radio/TV – 1 <sup>st</sup> Call	25	Water Leak	25
Pensioner Housing	23	Rural Street Signs	21
Dog Complaint	22	Urban Street Lighting	21

In **May** a total of **572** CRM's were entered into the system compared with **809** in the same month last year.

May 2024		May 2023	
LIM Property Application	23	Noise – Base/Stereo/Radio/TV – 1 <sup>st</sup> Call	51
Dog Complaint	21	Dog Enquiries	38
Dog Enquiries	21	Pensioner Housing	34
Water Toby Damaged/Leaking/Needs Repair	20	Rural Potholes	29
Public Toilets Maintenance/Cleanliness	19	Nuisance Complaint	24

### Attachments

Nil.





## Report

Date : 3 July 2024

To : Chairperson and Board Members  
Eketahuna Community Board

From : Allie Dunn  
Manager - Democracy Services

Subject : **Attendance at Community Board Conference 2024**

Item No : **8.2**

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### **1. Recommendation**

- 1.1 *That the report from the Manager - Democracy Services dated 11 June 2024 concerning the Attendance at Community Board Conference 2024 be received.*
- 1.2 ***EITHER***
- 1.3 *That the Eketāhuna Community Board register ..... to attend the 2024 Community Boards Conference being held in Wellington, and that the registration be for the full two day pass / a one day pass.*
- 1.4 ***OR***
- 1.5 *That the Eketāhuna Community Board decline to register a representative for the 2024 Community Boards Conference being held in Wellington.*

### **2. Reason for the Report**

- 2.1 To inform the Community Board about the 2024 Community Board conference being held in Wellington in August 2024, and consider whether a representative be registered to attend on behalf of the Eketāhuna Community Board.

### **3. Background**

- 3.1 The annual Community Board conference is held as part of the Local Government New Zealand Conference, attended by Mayors and Councillors.

- 3.2 This year the Community Board conference will be held from 21 – 23 August 2024, at Tākina Wellington Convention and Exhibition centre in Wellington.
- 3.3 The main programme for the conference is held over two days, however representatives can choose to register to attend for one day.

#### **4. Discussion and consideration of options**

- 4.1 Following is an excerpt from the programme for the conference:

##### **Session one | 9.00AM | Thursday 22 August**

###### **Bringing localism to life**

Bringing localism to life isn't just about what central government can do to enable more decision-making and action at the local level. It also requires us to think about what local government can do with what it already has — and how it can champion and action the change they want to see on the ground. In this session we'll explore tangible ways councils can work with their communities to bring localism to life. We'll hear from community and business leaders about how councils can shape and deliver strong and effective outcomes, now and in the future.

##### **Session two | 12.00PM | Thursday 22 August**

###### **Resilience as an elected member**

Being a community leader demands strength and resilience, yet navigating the role of a community board member comes with its own set of challenges. In this session, you'll gain insights from experienced leaders who'll offer practical advice on maintaining your wellbeing so you're equipped with the tools and techniques you need to look after yourself and deliver for your community. We'll explore ways to work in partnership with others to deliver more than you could hope to by going it alone.

##### **Session three | 3.00PM | Thursday 22 August**

###### **Tackling climate change with grassroots solutions**

The effects of climate change hit closest to home, posing ongoing challenges for councils and communities alike. In this session, we'll delve into the proactive efforts of councils collaborating with community organisations to tackle and minimise these impacts. Discover how community boards can engage effectively with their communities to ensure active participation in decision-making concerning climate change adaptation. We'll also address the emotional strain involved in responding to climate change, providing strategies for careful management while striving for positive action.

## Session four | 9.00AM | Friday 23 August

### Localism in action — working with communities to build resilience

Our communities are grappling with pressing challenges from dwindling food security, more frequent and intense weather events and ensuring fair access to different transportation modes while seeking ways to cut down on our carbon footprint. In this session, we'll spotlight tangible strategies for community boards and councils to team up with local organisations and residents. Together, we'll foster grassroots initiatives that not only improve environmental outcomes but also bolster community resilience from the ground up.

## Session five | 12.00PM | Friday 23 August

### Building strong connections with communities and relationships with councils

Being able to build and maintain strong relationships is key to the success of any community board — and that includes the connection between councils and communities. In this session we'll explore ways to strengthen effective working relationships with councils, and how you can be strong and active voice for the communities you serve. We'll also explore ways to effectively influence and communicate, including how best to demonstrate the value of community boards' mahi to key partners and stakeholders.

- 4.2 The registration costs for the conference depend on which events will be attended. These are:

Early bird package (if registered prior to 12 July) – 2 day pass: \$895 plus GST

Day pass (one day pass) \$595 plus GST

Simpson Grierson Welcome Reception \$120 plus GST

Community Boards Dinner and Awards night \$240 plus GST

The early bird package includes access to the Simpson Grierson welcome reception and the Community Board events and dinner.

The Day pass only includes access to one day of sessions and activities, but not the welcome reception or community board dinner.

Any accommodation and travel costs would be in addition to the above.

## 5. Conclusion

- 5.1 The Community Boards conference offers an opportunity to connect with other community board members from around New Zealand, share ideas for enhancing connections between communities and councils, hear from a lineup of local leaders, and participate in workshops showcasing successful community initiatives.

- 5.2 With the conference this year being held in Wellington, it is an opportunity to attend without the additional travel expense of flights to other cities.
- 5.3 The Board is asked to consider whether it wishes to register a representative to attend the 2024 Community Boards Conference, and if so, whether the registration will be for the full early bird package or for a one day pass.

### **Attachments**

Nil.