



Dannevirke Community Board

Notice of Meeting

A meeting of the Dannevirke Community Board will be held in the Council Chamber, 156 High Street, Dannevirke on **Monday 16 June 2025** commencing at **9:00 am**.

Bryan Nicholson
Chief Executive

Agenda

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

A period of up to 30 minutes shall be set aside for a public forum. Each speaker during the public forum section of a meeting may speak for up to 5 minutes.

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

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

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

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

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

5.	Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business	
6.	Confirmation of Minutes	5
	<i>Recommendation</i>	
	<i>That the minutes of the Dannevirke Community Board meeting held on 19 May 2025 (as circulated) be confirmed as a true and accurate record of the meeting.</i>	
7.	Tararua District Council Report	
7.1	Report from the Tararua District Council	14
	<i>Recommended</i>	
	<i>That the report from the Tararua District Council extraordinary meetings held 21 May 2025, 4 June 2025 and 11 June 2025 , and the meeting held 28 May 2025 be received.</i>	
8.	Reports	
8.1	Draft Urban Enhancement Strategy	41
8.2	Application for Funding	45
8.3	Flagtrax System for Street Poles on High Street Dannevirke	59
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8.5	Election Campaigning - Protocols for Current Elected Members	85
9.	Reports from Board Representatives Appointed to Organisations and Assigned Responsibilities	
10.	Correspondence	
10.1	Correspondence	90

Recommendation

That the correspondence as listed be received:

Letter of thanks from Dannevirke Community Board to KiwiRail

Acknowledgement Letter – Road Name Change Proposal – Waikopiro Road

11. Discussion Items

Wackrow Memorial Youth Award

Spring Festival

Current TDC Consultations

Speed Indicator Sign for Smith Street Dannevirke

12. Chairperson's Remarks

13. Items not on the Agenda

14. Closure



Dannevirke Community Board

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 156 High Street, Dannevirke on Monday 19 May 2025 commencing at 9:00 am.

1. Present

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

In Attendance

Her Worship the Mayor Mrs T H Collis
Cr K A Sutherland

Mrs K Tani	–	Group Manager – Strategy and Information
Mr B Nicholson	–	Chief Executive
Mr P Wimsett	–	Chief Advisor
Mr H Featonby	–	Group Manager - Operations
Mrs S Anthony	–	Democracy Support Officer

2. Apologies

There were no apologies.

3. Public Forum

3.1 Public Forum – Sport Tararua

Raylene Treder from Sport Tararua introduced herself to the Board as the newly appointed Tararua Community Connector covering maternity leave. She spoke of how Sport Tararua is a branch of Sport Manawatu focussed on play and recreational sport and her role involves organising sports awards and events. She offered an invitation to the Board to contact her if there were any local sport clubs requiring support or if they were aware any new sporting initiatives. Raelene advised that they are currently looking into a new initiative to offer secondary school sevens, there is currently a primary school sevens team going and they are looking to offer this to secondary school students in the Tararua,

particularly schools with less than 400 children where less sporting opportunity is available to the students.

When asked by the Board if Sport Tararua experienced any funding issues with regard to supporting local sports teams, Raylene advise that Te Manawa funds are available to support local groups in our region and this currently provides sufficient funding.

4. Presentation

4.1 Presentation – Solar Farms

Matiu Taurau, Chief Executive Officer of Tū Mai Rā Energy, Lorraine Stephenson Board of Trustees member for Rangitāne o Tamaki nui-ā-Rua Charitable Trust, and Aaron Karena, Chairperson for Te Tahua o Rangitāne were in attendance and presented on the proposal for the Solar Farm at Dannevirke Wastewater Treatment Plant. Matiu spoke about the relationship of Iwi working alongside the Tararua District Council and the benefits back to the Council and ratepayers with the proposal, with Rangitāne as the project owners. Rangitāne received funding from the Ministry of Business Innovation and Employment to install a solar system and to distribute the benefits from the system to targeted households in Dannevirke; it was a proposal submitted to the Māori housing renewal energy fund, and was successful as it was an iwi company working with the council, working together to offer benefits to the community and the council.

Tū Mai Rā Energy would be responsible for construction of the solar system and will oversee installation, commissioning and operation of the system. The power generated will be used to power the wastewater plant and excess power would be sold back to the grid. Proceeds from power purchased by TDC and from sale of excess power will be collected and stored by Rangitāne and distributed to targeted low income households.

Matiu advised that the solar farm is proposed to be made up of 872 solar panels on Pond 4 at the Dannevirke Wastewater Treatment Plant and will produce approximately 536 kilowatts per day. The business case offers the opportunity to lock in power prices for 10 years and up to 20 years if desired. The site for the proposal offers optimal use of land and is located next to a main power supply, this is currently a low voltage network and Tu Mai Ra are working with Scanpower to use excess power to boost the network and will install a battery for greater resilience in the event of a power failure. Matiu emphasised that the solar farm would not sit over any wastewater treatment ponds, this will sit over an untreated storm water catchment pond and will cover 40 percent of the pond.

The installation is anticipated to take 2-3 months, with no digging involved and by using floating modules it would be quick to install and was of no risk to pond liners; inverters would also need to be installed.

Matiu spoke about how a resource consent had been submitted and how approval had been gained from both Iwi (Rangitāne and Ngati Kahungunu). Landscape, engineering, floating solar experts, and Wai Waste were among the

multiple reputable experts that have been consulted with to ensure this is a well-informed proposal, as well as consultation with the staff at the only other over water site in NZ (Rosedale, Auckland). The panels are in stock in NZ and the floating modules are currently located near the site, ensuring readiness once resource consent is issued.

It was asked how maintenance would be managed and Matiu responded that a local crew of electricians had been engaged with to contract to assist with the maintenance and it was proposed to build a workforce of Rangitane members for cleaning of the solar panels.

A question was raised about the panels covering the pond affecting the aerobics of the pond and how the pond would be dredged to remove sludge if required. It was advised that UV light is reduced by 10% through the panel and the panels will cover 40% of the pond. The panels have no backing and an extra 20% generation is gained from the back of the panel. It was reassured that the pond is not a treatment pond and the aerobic effect is negligible, stormwater ponds are not often dredged and would only be required if solids reached over 30% in the pond. The pond was relined approximately 8 years ago and was surveyed approximately 3 years ago identifying close to 10cm of biological solids present, the solids are able to be reduced biologically in the future if required. It was noted that there is no current need to re-survey the pond considering the low level of solids present at the last survey.

A concern was raised regarding the available space for access around the ponds, it was responded that there are two areas, one on the northeast side and another on the northwest side, that cannot fit a vehicle past, however they can be accessed at the back if an accessway is installed to allow vehicles to access. Approximately 70 -80 percent of the area is accessible, the remaining 20% would need to be mowed on foot.

It was asked what were the overall benefits to ratepayers regarding costs and risks for the project, including difference between over-water or on land systems, and it was responded that the Council are not required to meet the outlay costs of the floating solar array which is 30-40 percent of the cost of the project, all this work has already been completed, the Council will see the benefits of saving 10-15 percent in the first year and the savings will go up from there due to comparison against market rising energy prices. Almost all liability passes back to Rangitane to ensure the farm is operating correctly, there will be immediate power savings from day one. The system will be insured. Solar panels will be tilted to 5 degrees to increase safety due to strong winds in the area. It was noted that there is no history of project failures for over-water solar farms as this is a fairly new concept, risk is considered low for this project due to the nature of the body of water they will be installed upon allowing for greater resilience, for example the Auckland plant is higher risk due to the amount of water and the amount of movement/waves.

It was asked what the criteria is for the identification of low income households and it was responded that this is a challenging process and as part of the Māori led projects agreement it is targeted around disadvantaged Māori, housing, and

health issues, this is led by the Runanga and is not cross cultural. There are benefits to all ratepayers with the cost savings from generated power.

Lorraine finished the presentation by stating that she had discussed with David Veale from Wai Waste Environmental Consultants that the success of this project would be great for the Tararua District. We have the opportunity to be leaders in this space with the innovation for this project. Any further opportunities are being sought for renewable energy. It was also noted that Rangitāne had recently purchased neighbouring land to the site which is very special to the iwi.

5. Notification of Items Not on the Agenda

5.1 Clarification regarding Stanley Street signs

5.2 Railway verge

5.3 Progress on the Railway land fencing

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

There were no conflicts of interest.

7. Confirmation of Minutes

That the minutes of the Dannevirke Community Board meeting held on 22 April 2025 (as circulated) be confirmed as a true and accurate record of the meeting.

Christison/Peeti-Webber

Carried

8. Tararua District Council Report

8.1 Report from Tararua District Council

That the report from the Tararua District Council meeting held 30 April 2025 be received.

Hynes/Wallace

Carried

8.2

That the report from the Tararua District Council extraordinary meeting held 7 May 2025 be received.

Christison/Wallace

Carried

9. Reports

9.1 Consultation on Tararua District Reserves Management Plan and

Supporting Information

The Dannevirke Community Board considered the report from the Democracy Support Officer dated 13 May 2025, that provided information to the Board on the draft Tararua District Reserve Management Plan (RMP).

A concern was raised as to whether TDC were actively seeking to dispose of land and it was responded that the RMP was not about land disposal, the RMP is in consultation at the moment, after the consultation period the final report will come before council.

It was noted that there are two Domains of interest to the Board within the RMP. It was advised that the Council had taken over Umutaoroa Reserve and the Group Manager – Strategy and Information would come back to the Board regarding a date of takeover of this Domain as requested by the Board. The Board were encouraged to enter a submission with any questions or concerns so this can be responded to through the consultation process. It was stated that this is now out for consultation for public engagement and feedback, no public meetings would be held by the Council, however it is a responsibility of the Board to meet with the community and local groups to seek feedback.

That the report from the Democracy Support Officer dated 13 May 2025 concerning the Consultation on Tararua District Reserves Management Plan and Supporting Information be received.

Hynes/Wallace

Carried

9.2 Infrastructure Management Report

The Dannevirke Community Board considered the report from the Democracy Support Officer dated 13 May 2025 that provided an update on key activities and items of interest over the period 12 April to 10 May 2025 as will be reported to the Infrastructure, Climate Change and Emergency Management Committee on 21 May 2025.

A question was raised as to when the Otanga bridge would be completed and it was responded that the aim was to have this completed by the end of the financial year.

The Board sought to know the results of the recent Apōpō Awards where TDC was a contestant and it was advised that the Apōpō Asset Management Conference was a great success and TDC won the Community Award as well as the Grand Prize for the Route 52 project which celebrated the successful collaboration of community and contractors, and the spread of funds across the project. The road is much more resilient and the work was completed despite the challenges faced by Cyclone Gabrielle. There will be a welcoming ceremony for the taonga/award held on Wednesday 21 May 2025. The Board congratulated the teams involved and noted how great the road looked.

That the report from the Group Manager - Infrastructure dated 13 May 2025 concerning the Infrastructure Management Report be received.

Christison/Walshe

Carried

9.3 Portfolio Programme Project Report

The Dannevirke Community Board considered the report of the Three Waters Manager dated 13 May 2025 that provided an update on the key portfolios, programmes and project statuses as will be reported to the Infrastructure, Climate Change and Emergency Management Committee on 21 May 2025.

That the report from the Three Waters Manager dated 13 May 2025 concerning the Portfolio Programme Project Report be received.

Peeti-Webber/Wallace

Carried

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

- 10.1 **Chamber of Commerce** – it was noted that the recent breakfast meeting held 30 April 2025 was a success and guest speaker, Steve Carle – owner of the Bush Telegraph newspaper spoke about where the Bush Telegraph is at financially and practically, and what he is hoping to achieve in the future. Upcoming events are on 27 May 2025 at Dannevirke Radio Station for the After Fives; on 28 May 2025 the Minister of Commerce and Consumer Affairs Scott Simpson will be in Dannevirke on a consultation round; and on 24 June 2025 there will be an After Fives event held at the Council Chambers titled Myth Busters.
- 10.2 **Community Vehicle Trust** – the Trust recently celebrated their 10th anniversary of service, there is an ongoing need of the people in the district for transport and the business is progressing exceptionally well.
- 10.3 **Ormondville Viaduct** – this project is progressing well with successful liaison with the Council.
- 10.4 **Lamason Memorial Trust** - the design is almost complete and they are now working towards funding for this project and consulting with the project management team over the next couple of weeks to progress this further.
- 10.5 **Brass Band** – the band had a successful ANZAC service with a great turnout; the band was well received by the community at the events they performed at.
- 10.6 **Dannevirke Multisport Trust** – Cr Peeti-Webber issued a handout of the proposed plan. She read out the feedback received including design considerations, park flow and layout, factoring different types of bikes and skateboards. It was raised to not isolate the cenotaph, consider space for enhancements for family gatherings, seating, lighting (this will be dim lighting for safety not night use), vibrant designs, and high quality materials to be used. An arborist has been consulted with to consider removal of dead trees. Garden beds will be designed so water runoff from the skate ramps will be directed to the

garden beds for watering. It was noted that the basketball court could not be located near the skate park due to the large manholes from an old paddling pool. A meeting is to be held Tuesday 20 May 2025 with the skate park designers so a more in depth presentation can be given at the next meeting. The intention is to complete the basketball court first and within the next 6 months to ensure the funding is kept and utilised.

It was suggested that a visit to the site be arranged with cones marking out the areas for these developments to create a better picture for the Board to visualise. A fun day is set to be arranged once the plan is better established and this would provide a good opportunity to mark out the areas with cones and for the Board to have discussions and receive feedback from the community.

- 10.7 **A&P Society** – the next meeting is due to be held Tuesday 21 May 2025. It was noted that the Community Garden had some matters to raise due to the garden growing faster than anticipated.

11. Correspondence

Road name change proposal – Waikopiro Road – the Board were advised by the Group Manager – Operations to submit a CRM with regard to this request, there is a lot involved in the process and a CRM will ensure the initial assessment is completed for validity of the request.

That the correspondence regarding the road name change proposal be received.

Wallace/Christison

Carried

12. Discussion Items

- 12.1 **High Street tree trimming** – a concern was raised following concern from residents regarding the ongoing mess and cost of maintaining the trees and whether the trees should be replaced. It was advised that Tararua Alliance maintain and trim the trees once a year to keep costs down, which currently cost \$10,000 - 12,000 per year including traffic management.
- 12.2 **Spring Festival** – the Board agreed to meet outside of the Board meeting to discuss this further.
- 12.3 **Market Day** – the Board agreed to meet outside of the Board meeting to discuss further, the Market Day is scheduled to occur during the election period so the Board would need to pre-plan to contribute before the event.
- 12.4 **Wackrow Awards** – Board members advised they were aware of outstanding nominations that were to be submitted from various groups and individuals and agreed to follow up on these with nominations closing at the end of May. Currently only one nomination has been received.
- 12.5 **Easton Street** – the council have been working with the resident very closely, a process is in place with the Regulatory Team and positive progress has been

made. A process is also ready to be actioned if progress halts.

- 12.6 **Derelict Halls** – a concern was raised regarding the old rugby club rooms on Redfern Street as they are in a severe state of disrepair. It was advised that this currently sits with the TDC Rates team regarding a rates issue and a further process will then follow regarding this building and land.

- 12.7 **Road name change proposal – Waikopiro Road** – this matter was discussed as correspondence.

13. **Chairperson's Remarks**

An application has been made to the TDC Contestable Funds regarding the Flagtrax system; successful applicants will be announced at the Council meeting held on 28 May 2025.

14. **Items not on the Agenda**

- 14.1 **Clarification regarding Stanley Street signs and verge** – it was advised that three of the signs are owned by Wai Splash, Gallery of History and Fantasy Cave, all other Community signs are administered by the Council. Anyone wishing to put up a sign or advertise a community project must go to Council and complete the necessary forms and book a spot for placement, progress for this is then decided by Council. The Menz Shed store and install the signs, and update or repair vandalised signs if required.
- 14.2 **Railway verge** – the Board noted that KiwiRail have done a great job of tidying up the verge next to the railway line and it was asked if this could be maintained by spraying to keep it tidy. It was advised that this is a KiwiRail concern and it was recommended that the Board contact KiwiRail to put in a request to increase their level of service in this area; it was noted that the fencing is out of the Council remit as well.
- 14.3 **Progress on the Railway land fencing** – it was noted that KiwiRail had made the requested repairs to the temporary fencing. The Board were concerned about other areas of the fencing that is damaged and requested another letter is sent to KiwiRail seeking an update on when the permanent fencing and other damaged areas will be repaired.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 10.24am.

Chairperson



Minutes of an Extraordinary Meeting of the Tararua District Council held in the Council Chamber, 156 High Street, Dannevirke on Wednesday 21 May 2025 commencing at 10:15am.

1. Present

Her Worship the Mayor - Mrs T H Collis, Crs E L Peeti-Webber (Deputy Mayor), 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
Mrs K Tani	- Group Manager – Strategy and Information
Mr H Featonby	- Group Manager - Operations
Mr P Wimsett	- Chief Advisor (via Teams)
Mr M Dunn	- Three Waters Manager (via Teams)
Mrs S Walshe	- Finance Manager
Mrs B Fowler	- Senior Financial Accountant
Mrs A Dunn	- Manager – Democracy Services

2. Apologies

That the apologies from Councillor S M Wards for lateness be accepted, and leave of absence approved, noting that Councillor Wards was absent on Council business, attending a meeting on behalf of the Council.

3. Reports

3.1 Hearing of Submissions on draft Annual Plan Consultation

Submission 041 – Colleen Cotter: spoke to her submission, highlighting the unsealed Ridge Road Central and the number of submissions they had made in favour of sealing the busiest part of Ridge Road Central. She spoke about the traffic volumes on that road, with 16 residents on their section of road, and 5 others coming to work on farms on the road. She spoke about the traffic travelling to the airstrip, and stock trucks using that road. She expressed concern about the potholes on the road. She noted there were some limestone surfaces, and rough and stoney parts. In summer there was a nuisance with the dust

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created. Despite planting trees on the westerly side of their property, they experienced a significant amount of dust on their roof affecting their water supply and spoke about the health issues from the dust that they are experiencing. She believed it would be more efficient and practical to seal the most used part of their road, to 480 Ridge Road central.

Questions for clarification were asked regarding whether the potholes had been reported, and in response it was advised that these had, but not yet fixed. Her Worship the Mayor committed to providing a copy of a report that was done regarding the dust levels and provide that to the submitter, however noted the dust levels did not reach NZTA requirements for funding for sealing, which meant any sealing works would need to be 100% funded from rates. A further note was made regarding a previous discussion related to residents contributing towards the cost of sealing the road, however this did not eventuate.

Submission 036 – Philip Cotter: expressed concern about rumours he had heard that the Pahiatua town hall and library building could be sold and the library co-located to the Pahiatua service centre. He spoke about the value from the services provided by the library, including having a Justice of the Peace regularly on site, the children's area, and noted he did not think this could fit in the existing service centre. He spoke about the warm and welcoming atmosphere and the use by different groups in the community. He said he saw the library as a wonderful asset to the town. He asked who made the cost cutting suggestions, and when would a rumour be a thing to be taken seriously, when did decisions become binding, was this before or after consultation. With regard to any proposal to sell the town hall, he believed it was a strong building and spoke about its previous use prior to and since becoming the town hall. He noted that events were tending to be held at other venues, and wondered what the reasons for this were, for example whether it was the kitchen, or cost to hire. He felt that nothing should be changed.

Clarification was provided that the community had indicated a need to reduce costs and look at duplication of services. There needed to be an understanding of utilisation levels, and if utilisation was not high, he was asked whether he would be supportive if council could provide a cost effective solution to co-locate services together if we could make it functional. He responded that they prefer the library to be on the main street, and would prefer the service centre to move to the library if change was to be made, as the library has good parking, and was sunny and airy. Would not like it moved to the back of the service centre.

Submission 039 – Susan Lyford: spoke to her submission, noting her support for the increase in funding for the footpaths, noting there was a lot of moss and lichen growing on footpaths. She raised an alternative solution of spraying the footpaths outside churches and schools for safety reasons if not able to afford doing all footpaths. With regard to the proposal for the Wai Splash car park, she noted the property had a house on it and wondered whether Wai Splash would be charged maintenance costs for the car park. With regard to the draft annual plan, she proposed that UAGC be made on each separately used and inhabited

part of a property. With regard to roading, and the reduction of funding from NZTA, she noted the reliance on NZTA for funding. Overall debt, she commented that at end of proposed budget Council would be \$102 million in debt and financing charges would be \$3.5 million. She noted her rates went up 9.4% and highlighted the problem with affordability of ongoing increases. She spoke about the increased costs for solid waste activity and questioned the proposed spend on a Pahiatua weighbridge, and what would happen if the Council did not receive the expected funding from the waste minimisation fund for that project. She also questioned the impact of Local Water Done Well on stormwater debt, and noted the Pahiatua wastewater plant was prioritised over the Eketāhuna plant. With regard to sundry debts of \$2 million, she asked how much was being put aside for bad debts. She questioned the funding of \$11,000 for districtwide signs, asked whether this was needed due to the last lot of signs not meeting regulations. She noted that inflation had not been added to the Pahiatua Pool and approved of that. She expressed concern about the increasing number of staff earning over \$100,000 and felt it was not sustainable to have so many staff on high wages. She sought assurance that for rates there were now suitable practices in place that income measured up against billing and checks on any variations. With regard to the fees and charges, she questioned the renting out of sewing machines by the libraries, and felt the focus should be on just books and dvds. She spoke about the debt servicing costs of loans being close to \$3.5 million and questioned whether the proposed accelerated debt repayment of 2% was going to clear any of the loans. She spoke about the under investment in infrastructure over previous years, however noted that when Council was trying to reduce rates previous solutions had been to defer depreciation, reduce maintenance and renewals, and she was concerned about the impact of that on the future of the assets. She asked that the Council look at its income and try to allocate this without taking on debt.

In response to a question about Council's reliance on the NZTA's Financial Assistance Rate (FAR) to pay for roading and suggested alternatives, she proposed that for footpaths the Council just did the minimum necessary to address safety issues, and for roads potentially allow some to go back to being metal roads, especially if they were only servicing a few properties. Also, fixing potholes to prevent further deterioration, and being more conservative in budgeting.

Submission 045 – Craig Ellmers: spoke about two main items, the footpath network and the Wai Splash carpark. With regards to funding for footpath maintenance, he felt there was insufficient information for him to either support the proposal or not support the proposal. He asked whether there was an updated footpath asset report that he could review, and what was the desired standard for the footpath network in the urban centre compared to the rest of town. With regard to UAGC for separately used or inhabited dwellings on one site, he asked whether Council proposed to look at that. He spoke about the loan made to Pukaha Mt Bruce, that had an interest free period associated with it and felt this was a lost opportunity to capitalise on investment. He spoke about the proposal for the Wai Splash carpark, and felt there needed to be a sinking lid on expenditure and a cost benefit analysis undertaken for any expenditure. He felt

there was another opportunity for extending their carpark using the land next to the existing carpark, where the old coronation baths used to be. He expressed concerned about the likely cost of purchasing property which he estimated to be in the ballpark of \$1 million and installing a carpark and that no costs for this project had been included in the consultation document. He asked whether this would be an investment with a return expected.

Councillor S M Wards joined the meeting at 11:09am.

In response to questions seeking clarification of his estimation for the cost of the proposed Wai Splash carpark, he advised that his estimate included the cost of buying the property, removing the house, making safe the service connections, compliance costs. Clarification was provided that the loan to Pukaha Mt Bruce had initially had an interest free period, but was now interest bearing and information on this could be included in the response to the submission. With regard to the Wai Splash item this was noted as a feedback item in the consultation document, and more information would be coming through.

Submission 003 – Stephanie Duff: spoke about their car park proposal and noted all of the feedback provided. She advised there had been conversation about grass area, however their intention was to use that area for future development. If they were to use that area as a carpark this would leave them no room for future expansion, and would not mitigate the health and safety issue that exists with the blind corner. She spoke about how the car park was regularly overloaded, and because of the age of patrons being mainly children and elderly, they wanted to make it easy for them to attend. With regard to the upkeep of the carpark, she noted that they already maintained the current carpark, and were happy to continue this work on the expanded carpark. Additionally they had been in contact with the Department of Corrections and had been provided with workers to assist with maintenance.

She noted that the house was not currently occupied, and was not fit for occupation in its current state so removing the house would not be exacerbating the housing shortage in the district.

She expressed concerned that putting off solving the health and safety issue of the blind corner in the car park would make it more expensive in the future. She noted the current owners wished to sell the property, and did not believe the costs would be at the level mentioned by the previous submitter, and outlined their expectation of the likely costs, noting that the benefits to the community would outweigh the costs. She noted the car park serves a wider community than the swimming pool patrons.

Submission 034 – John Robertson: spoke noting that the figures quoted by Stephanie Duff for the costs for expanding the car park were more realistic than those quoted by previous speaker. He advised that they need to respond to the property owner as soon as possible, who had been very patient. He noted that it would be possible to make the building tenable in the short term to assist with

costs, allowing them to knock down the back fence to improve safety as a short term measure. They were keen to work with Council to keep the cost as low as possible to achieve a good outcome. He spoke about the new highway Te Ahu a Turanga opening soon, and people he talked to in the Manawatu who currently visit attractions in Dannevirke such as the Regent Theatre and a local restaurant with very good reviews, felt that numbers of visitors would improve with the opening of the road, and provide increased visitors to the swimming pool. He felt that the community had inherited a problem with too many previous councils not keeping up with funding maintenance in preference to keeping rate rises low and not even keeping up with inflation.

In response to questions relating to clarification over the short term solution for addressing the health and safety issue of the corner in the car park, what information was provided to those people signing the petition, Mr Robertson advised that their volunteers could help physically with removing the fencing, and one of their trustees had looked at the house and it was possible to make the house tenable in the short term to assist with costs, and then in future have the house removed. With regard to information provided to signatories to the petition, he advised that they were able to answer questions that were asked, and most people already knew about it, with some having already made a submission.

In conclusion he noted that because they were volunteer run, they were one of the cheapest swimming pools in the country for running costs, with the pool running very effectively at a low cost. The opportunity for improving the safety of their car park had not been included in the Trust's ten year plan due to the property not being available for sale in the past.

Submission 035 – Dannevirke Community Board: Chairperson Pat Walshe and Deputy Chairperson Terry Hynes spoke about the condition of footpaths, and asked that letters be sent to owners of driveway crossings in poor repair to ask for these to be repaired, noting the danger poorly maintained driveway crossings posed to mobility scooter users. With regard to the trees in High Street, Dannevirke they asked that consideration be given to replacing these with a different type of tree that did not lose its leaves in the winter.

With regard to the proposed car park at Wai Splash, the Board would like to see that due diligence was undertaken to ensure it would be a viable proposition, and they were concerned about the cost of development of the site into the carpark. They wanted to be confident that ratepayers would not be facing increased rates due to the purchase of the property. With regard to council buying land for investment, they were supportive of this only if it was financially viable and of benefit to ratepayers of the district.

That the report from the Manager - Democracy Services dated 09 May 2025 concerning the Hearing of Submissions on draft Annual Plan Consultation be received.

That the Tararua District Council provide direction to officers on matters to be considered at the extraordinary meeting of Council scheduled for 4 June 2025 as follows:

Charging of UAGC on land that has multiple dwellings, and information on UAGC percentage

Potential purchase of property for car park that will be Council owned as will be used by others, options for using the grass area at Wai Splash for a car park compared to purchasing the proposed property

Options for funding of footpaths, what the cost of spraying footpaths for lichen would be, and information on driveway crossings

Town signs – what was the funding being used for, and whether there was a need for new signs for Dannevirke.

Any further reductions and savings that could be made

Pensioners feedback on new proposed rents for pensioner housing

Water charges for industrial and commercial users – any unintended impacts from proposed charges and whether those discussions had been held

The spread of rates increase and impact on sectors including lifestyle properties

Pahiatua library – earthquake proofing, and maintenance costs and insurance.

Sealing of Ridge Road Central – clarification of costs

Crs Wallace/Johns

Carried

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 12:02pm.

Mayor



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 156 High Street, Dannevirke on Wednesday 28 May 2025 commencing at 9:30 am.

1. Present

Her Worship the Mayor - Mrs T H Collis, Crs E L Peeti-Webber (Deputy Mayor), 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
Mrs K Tani	- Group Manager – Strategy and Information
Ms S Lowe	- Group Manager – People, Capability and Customer Experience
Mr H Featonby	- Group Manager - Operations
Ms J Smith	- Legal Counsel and Procurement Manager (via Teams)
Mr P Wimsett	- Chief Advisor
Mr J Single	- Regulatory Services Manager
Mrs S Walshe	- Finance Manager
Mrs B Fowler	- Senior Financial Accountant
Ms E Roberts	- Revenue Manager
Ms A Charmley	- Planning Services Manager
Mrs S Fountaine	- Community Engagement Officer
Mrs A Dunn	- Manager – Democracy Services

2. Council Prayer

The Mayor opened the meeting with the Council Prayer.

3. Apologies

There were no apologies.

4. Petition

4.1 Petition Against Closure of Dannevirke Information Centre

Alison Amboy presented her petition against the closure of the Dannevirke

TARARUA DISTRICT COUNCIL

Information Centre, with 463 signatures. The statement of petition was: *"The Dannevirke Information Centre is an important service that supports and provides many services in the Dannevirke. It is a vital resource for those in our area who may not be as comfortable with digital technology, offering them a space where they can access the knowledge and services they need. The Dannevirke Information Centre acts as a crucial hub for promoting local businesses and tourism. This centre provides the visibility they need and fosters economic growth, bringing more opportunities and jobs to our community. Closing this centre would mean a significant loss of resources and support. Not only would it impact individuals who rely on its services, but it would also diminish our community's capacity to support local commerce and tourism. Join me in calling for action to save the Dannevirke Information Centre. Please sign this petition to show your support and help secure a vibrant future for our community."*

In speaking to the petition she noted her concerns that there was no information in the Long Term Plan regarding the planned closure of the information centre, that the decision to close the information centre was not publicly communicated and the community were not able to have their say on this decision, gave an example of a decision taken by the Council to provide an interest free loan to an organisation in the southern part of the district and her opinion that this funding should have been directed to the information centre instead, and that the Council was not seeking to keep the employee of the information centre. She asked that the Council reconsider the decision to close the information centre or re-open consultation on this matter.

That the petition be received.

Crs Peeti-Webber/Gilmore

Carried

5. Public Forum

5.1 Public Forum – Pahiatua Menz Shed

Brian Dent, of Pahiatua Menz Shed spoke about the number of Menz Sheds in New Zealand, which were about 187 and outlined their purpose as a social centre for retired men, where they share skills and give back to the community. He spoke about how at their shed they have carpenters, engineers, electricians, many skills. As a group they have become involved with many organisations within Pahiatua. Their need is for a permanent home. So far, they have been going for five years and have had three homes. The owners of their current premises were not willing to enter into a lease arrangement with them, and has come to Council to seek use of a council building for their activity. They have 13 members at the moment. He felt there were a number of buildings in Pahiatua that Council owned, and would appreciate support from Council for providing premises for them. In response to questions about any particular buildings he was interested in, he noted there was a building at the recycling centre that they were interested in using. It was advised the building at the recycling centre was not available, however there were a number of empty buildings in Pahiatua that

were not Council owned that could be potential premises. It was also suggested that publicity through the local newspaper could be useful in finding premises.

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 30 April 2025 (as circulated) be confirmed as a true and accurate record of the meetings.

Crs Wallace/Chase

Carried

That the minutes of the Extraordinary Council meeting held on 7 May 2025 (as circulated) be confirmed as a true and accurate record of the meetings.

Crs Johns/Wards

Carried

That the minutes of Extraordinary Council meeting held on 21 May 2025 (as circulated) be confirmed as a true and accurate record of the meetings.

Crs Johns/Peeti-Webber

Carried

9. Community Boards and Community Committees Reports

9.1 Minutes - Explore Pahiatua Community Committee

That the minutes of the Explore Pahiatua Community Committee meeting held 07 May 2025 be received.

Crs Gilmore/Long

Carried

9.2 Minutes - Positively Woodville Community Committee

That the minutes of the Positively Woodville Community Committee meeting held 6 May 2025 be received.

Crs Gilmore/Long

Carried

9.3 **Minutes - Eketahuna Community Board**

That the minutes of the Eketāhuna Community Board meeting held 12 May 2025 be received.

Crs Gilmore/Long

Carried

9.4 **Minutes - Dannevirke Community Board**

That the minutes of the Dannevirke Community Board meeting held 19 May 2025 be received.

Crs Gilmore/Long

Carried

10. Reports

10.1 **Proposed Alternate Electricity for Dannevirke Wastewater Operation - Rangitāne o Tamaki nui-a-Rua Charitable Trust Solar System**

The Tararua District Council considered the report of the Chief Advisor dated 16 May 2025 that sought to obtain from Council to finalise a right to occupy and electricity supply contract for a floating solar array on Pond 4 of the Dannevirke Wastewater pond at 122 Makirikiri Road, Dannevirke.

Lorraine Stephenson, Rangitāne o Tamaki nui-a-Rua, and Matiu Taurau and Anthony Pearse of Tu Mai Ra Energy, were in attendance to answer questions about the proposal.

The Chief Advisor spoke about the service level improvements expected, the cost savings, and impact of improving resilience for the wastewater treatment plant.

In response to questions, clarification was provided that the Council would receive power from the floating array, there would be no additional cost to Council for the connection, and that the Council would pay for power used at the discounted rate. Assurance was sought around insurance for any damage that may be caused by the array, for example should it break free during a storm and damage the pond liner, and it was noted that the Runanga had insurance to cover such matters.

Mr Matiu Taurau, Chief Executive of Tu Mai Ra Energy, gave a presentation that provided background on the project and outlined the business case for the project.

Councillor Long left the meeting at 10:40am and returned at 10:43am

The Chief Executive noted that the proposed agreement would be brought before Council to ensure there was comfort with the agreement being entered into.

That the report from the Chief Advisor dated 16 May 2025 concerning the

Proposed Alternate Electricity for Dannevirke Wastewater Operation - Rangitāne o Tamaki nui-a-Rua Charitable Trust Solar System be received.

That Council authorise the Chief Executive to proceed to enter the necessary agreements with Rangitāne o Tamaki nui-a-Rua Charitable Trust for the supply of electricity and in turn for Council to provide a right to occupy the land on which Pond 4 and some adjacent land for the purpose of constructing, generating, transmitting and storing electricity by way of a floating solar array The Solar System”.

Crs Sutherland/Johns

Carried

Cr M Long recorded his vote against the motion.

The meeting adjourned at 11:38am and resumed at 11:58am.

10.2 Deliberation on matters raised through Local Water Done Well Consultation

The Tararua District Council considered the report of the Chief Advisor dated 07 May 2025 that presented the results of the public consultation on the Local Water Done Well proposal, and sought discussion on each of the matters raised through the consultation, and sought a decision on the future of Water Services delivery for adoption by Council at its June 2025 meeting.

The Chief Advisor noted that the Council was at the point of needing to determine whether the Tararua District Council would stand alone, or would enter into the Council-controlled organisation model with the Wairarapa Councils. He noted the three Wairarapa Councils had agreed to proceed with the Council-controlled organisation model, with some caveats and ideas that would be included in the decision-making report that would be brought before Council at its meeting scheduled for 11 June 2025.

He spoke about:

- Benefits
- Ring fencing for pricing to prevent cross subsidisation
- Controls from organisations such as the Local Government Funding Agency, Commerce Commission and Taumata Arowai
- Development contributions
- Statement of expectations
- Then shareholder input to the strategy

He noted that work was currently underway on the key documents for this, and highlighted that none of this was voluntary, it was required via an Act of

Parliament.

He further noted the Government's indications that additional regulation would be coming for three waters, and the opportunity to reduce costs by working with other councils.

Clarification was sought on the percentage of debt that can be transferred to the new entity. In response it was noted that the Department of Internal Affairs had identified two models in their report to the Council last year, which would be based on what Wai+T model looked like. The Chief Advisor explained the internal borrowing component, which would be what each council brings as net equity per connection for the services. In response to whether shareholding in the entity would be proportional and if so, whether that impact Council's voice within the entity, it was noted that the way that Councils influence the Council-controlled organisation would be through the Letter of Expectation. The Statement of Intent would then come back from the Council-controlled organisation to the Councils.

In response to a questions about whether it would it be possible for the Tararua District Council to complete an enhanced status quo plan as well to enable the community to see what it would look like as a comparison, it was noted that the problem would be in developing all of the other material that is required in the Act. The Chief Executive noted that the decision required by the Council needed to be based on the merit of information currently before Council, and that matters of concerns being raised were matters for consideration at the negotiating table. He highlighted the significant changes that would be required should Council decide to set up a single-council entity, and the additional costs that would apply to comply with the new regulations when they were introduced. It was advised that should a member Council not continue with the Council-controlled organisation model, then officers would come back to the Council with additional options at that point.

That the report from the Chief Advisor dated 07 May 2025 concerning the Deliberation on matters raised through Local Water Done Well Consultation be received.

That the late submission received on 7 May 2025 from S Hammond be accepted.

That responses to matters raised through submissions be made as set out in Section 5 of the report of the Chief Advisor dated 7 May 2025.

That Option 1, the Joint Wairarapa Tararua Council Controlled Organisation option, be submitted to Council for adoption on 11 June 2025 for the delivery of Water Services in the Tararua District.

Mayor Collis/Wards

Carried

Cr M Long recorded his vote against the motion.

The meeting adjourned at 1:49pm and resumed at 2:17pm.

10.3 **Contestable Fund Round 2**

The Tararua District Council considered the report of the Group Manager – Strategy and Community Wellbeing dated 17 April 2025 that presented the assessment and funding recommendations for the contestable funds applications. The following declarations of interest were made, with Councillors not participating in the debate or decision-making on applications where they had a conflict of interest:

Mayor Collis: Friends of the Dannevirke Domain

Councillor Peeti-Webber: Dannevirke Community Board

Councillor Johns: Woodville Bowling Club, Woodville Art Society

Councillor Wards: Dannevirke Sports Club

Councillor Gilmore: Tararua REAP

The report briefly outlined the evaluation process, including criteria used to assess applications and the collaborative scoring approach undertaken by key stakeholders.

With regard to the funding criteria, it was noted that there was a need to provide more clarity to guide applicants.

During consideration of the funding applications, the Council agreed to consider a number of these separately where members disagreed with the officers' recommended funding.

With regard to applications received from individuals for support for competing in international events as a representative, the Council noted the previous parameters of the International Representatives Fund, which set a funding limit dependent on whether the event was being held in Australasia or further afield. The Council proposed setting these amounts by resolution for clarity.

That the following amounts apply to requests for funding for International Representatives:

Domestic travel - \$500 per competitor

Australia travel - \$1,000 per competitor

International travel - \$1,500 per competitor

Crs Peeti-Webber/Chase

Carried

That Lucas Knight be granted \$1,500 from the Contestable Fund.

Crs Peeti-Webber/Chase ***Carried***

That Ruahine Ramblerz be granted \$1,578.50 from the Contestable Fund.

Crs Wallace/Chase ***Carried***

That Cape Turnagain Golf Club be granted \$1,000 from the Contestable Fund.

Crs Peeti-Webber/Chase ***Carried***

That the Ruahine Māori Wardens 1997 be granted \$2,000 from the Contestable Fund.

Crs Chase/Collis ***Carried***

That Te Ahu a Turanga Marae be granted \$500 from the Contestable Fund towards the Matariki event.

Crs Gilmore/Johns ***Carried***

That Woodville Art and History Inc be granted \$1,500 from the Contestable Fund.

Crs Gilmore/Franklin ***Carried***

That the Dannevirke Community Board be granted \$5,000 from the Contestable Fund.

Crs Wallace/Gilmore ***Carried***

That the Dannevirke Sports Club Inc be granted \$2,000 from the Contestable Fund.

Crs Wallace/Sutherland ***Carried***

That the Eketāhuna Golf Club Inc be granted \$1,920.50 from the Contestable Fund.

Crs Gilmore/Peeti-Webber ***Carried***

That the report from the Group Manager - Strategy and Community Wellbeing dated 17 April 2025 concerning the Contestable Fund Round 2 be received.

That the application for Te Tahua o Rangitane Limited, is not awarded the pre-allocated \$10,000.

That allocation of final amounts, to the total of \$50,000 be determined as follows:

Applicant	Amount Requested	Amount Recommended	Amount Allocated
<i>Te Tahua o Rangitane Limited</i>	<i>\$20,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>
<i>Pahiatua Bowling Club</i>	<i>\$4,284.70</i>	<i>\$1,500.00</i>	<i>\$1,500.00</i>
<i>Mr Aidan Lyons</i>	<i>\$3,744.52</i>	<i>\$3,500.00</i>	<i>\$3,500.00</i>
<i>Friends of Mangatainoka-Pahiatua Cemetery</i>	<i>\$9,462.00</i>	<i>\$2,000.00</i>	<i>\$2,000.00</i>
<i>Ruahine Ramblerz</i>	<i>\$1,578.50</i>	<i>\$0.00</i>	<i>\$1,578.50</i>
<i>Dannevirke Bowling Club (inc)</i>	<i>\$6,458.84</i>	<i>\$0.00</i>	<i>\$0.00</i>
<i>Eketahuna Golf Club Incorporated</i>	<i>\$8,000.00</i>	<i>\$0.00</i>	<i>\$1,941.50</i>
<i>Te Rehunga Public Hall Society</i>	<i>\$26,222.00</i>	<i>\$0.00</i>	<i>\$0.00</i>
<i>Ngati Kahungunu ki Tamaki-nui-a-Rua</i>	<i>\$16,800.00</i>	<i>\$0.00</i>	<i>\$4,500.00</i>
<i>Dannevirke Gallery of History</i>	<i>\$6,974.00</i>	<i>\$2,115.00</i>	<i>\$2,115.00</i>
<i>Makirikiri Marae Komiti</i>	<i>\$6,300.00</i>	<i>\$2,000.00</i>	<i>\$2,000.00</i>
<i>Friends of the Dannevirke Domain</i>	<i>\$22,042.29</i>	<i>\$10,940.00</i>	<i>\$10,940.00</i>
<i>Ruahine School Parents for Kids</i>	<i>\$9,669.97</i>	<i>\$5,000.00</i>	<i>\$1,500.00</i>
<i>Pahiatua Junior Football Club</i>	<i>\$2,835.00</i>	<i>\$2,835.00</i>	<i>\$2,835.00</i>
<i>Dannevirke Community Board</i>	<i>\$24,408.00</i>	<i>\$2,500.00</i>	<i>\$5,000.00</i>
<i>Cape Turnagain Golf Club</i>	<i>\$1,000.00</i>	<i>\$0.00</i>	<i>\$1,000.00</i>
<i>Lucas Knight</i>	<i>\$15,000.00</i>	<i>\$10,000.00</i>	<i>\$1,500.00</i>
<i>Tararua REAP</i>	<i>\$1,880.00</i>	<i>\$410.00</i>	<i>\$410.00</i>
<i>A L Clarke Shearing Ltd</i>	<i>\$9,500.00</i>	<i>\$0.00</i>	<i>\$0.00</i>
<i>Ormondville Hall & Domain Board</i>	<i>\$21,000.00</i>	<i>\$4,000.00</i>	<i>\$4,000.00</i>
<i>Woodville Bowling Club</i>	<i>\$2,200.00</i>	<i>\$0.00</i>	<i>\$0.00</i>
<i>Woodville Art & History, Inc.</i>	<i>\$3,210.00</i>	<i>\$0.00</i>	<i>\$1,500.00</i>
<i>Dannevirke Community Garden</i>	<i>\$6,000.00</i>	<i>\$2,000.00</i>	<i>\$2,000.00</i>
<i>Dannevirke Regent Cinema Inc</i>	<i>\$5,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>
<i>Dannevirke Sports Club Incorporated</i>	<i>\$5,000.00</i>	<i>\$0.00</i>	<i>\$2,000.00</i>
<i>Ormondville Rail Preservation Group Inc</i>	<i>\$18,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>
<i>Weber Community Committee</i>	<i>\$700.00</i>	<i>\$700.00</i>	<i>\$700.00</i>
<i>Ruahine Maori Wardens 1997</i>	<i>\$7,000.00</i>	<i>\$0.00</i>	<i>\$2,000.00</i>
<i>Te Ahu A Turanga Marae</i>	<i>\$2,564.12</i>	<i>\$500.00</i>	<i>\$500.00</i>
<i>Lumina Solar</i>	<i>\$13,218.35</i>	<i>\$0.00</i>	<i>\$0.00</i>
<i>Jamie Monaghan</i>	<i>\$4,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>

	Total	\$285,052.29	\$50,000.00	
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That eligibility criteria be reviewed and agreed upon for future rounds.

That Council adopt different assessment process for future rounds, as outlined in Option 1 - A panel comprising the Mayor, Tamaki Nui-A-Rua Māori Ward Councillor, Southern Ward Councillor, and Northern Ward Councillor collaboratively reviews and scores applications, with their determinations being final.

Crs Peeti-Webber/Gilmore

Carried

The meeting adjourned at 3:53pm and resumed at 3:54pm.

It was noted that items related to the Finance Management Report and Third Quarter Report on results would be left lying on the table and brought back to the table at the next extraordinary meeting of Council.

10.4 Urban Enhancement Strategy

The Tararua District Council considered the report of the Group Manager – Strategy and Community Wellbeing dated 13 May 2025 that provided the final draft of the Urban Enhancement Strategy and sought to proceed to engage with the public for feedback on the strategy from 2 June 2025 to 27 June 2025. Clarification was sought on the purpose of engagement on the strategy, noting the amount of consultation and engagement being put out to the community, and it was advised that the outcomes and benefits for the community after it has been adopted would be a long term strategy, and it was noted this was funded through the better off funding.

It was noted that feedback from the community was needed for Council to adopt a strategy, and advice provided on how the strategy would fit in with the District Plan Review and the value it would bring to the towns in the district.

That the report from the Group Manager - Strategy and Community Wellbeing dated 13 May 2025 concerning the Urban Enhancement Strategy be received.

That Council agrees to notify the public of the Urban Enhancement Strategy for the purpose of seeking feedback on the strategy.

Crs Johns/Wallace

Carried

Councillors Franklin and Gilmore recorded their votes against the motion.

10.5 Regulatory Services Report 1 February 2025 to 30 April 2025

The Tararua District Council considered the report of the Regulatory Services Manager dated 15 May 2025 that provided an update of the statistical

information provided by Regulatory Services for information purposes only. It was noted that a software glitch had removed the figures from one table within the report. The figures missing were noted as being for abandoned vehicles, 31 and noise complaints, 300.

That the report from the Regulatory Services Manager dated 15 May 2025 concerning the Regulatory Services Report 1 February 2025 to 30 April 2025 be received.

Crs Wards/Wallace

Carried

10.6 **Chief Executive Recruitment – Timeline and Process**

The Tararua District Council considered the report of the Group Manager – People, Capability and Customer Experience dated 20 May 2025 that sought Council's endorsement of the proposed recruitment timeline guide and process for the appointment of a new Chief Executive, ensuring alignment with the 2025 local government election cycle.

An explanation was sought on how the appointment of an Interim Chief Executive, would work.

That the report from the Group Manager - People, Capability and Customer Experience dated 20 May 2025 concerning the Chief Executive Recruitment – Timeline and Process be received.

That the proposed recruitment timeline and process be endorsed, including approval to initiate the Request for Proposal (RFP) process for recruitment agency services, and confirmation that the evaluation of proposals will take place at a Council meeting scheduled following the close of the RFP period.

Crs Sutherland/Johns

Carried

10.7 **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 19 May 2025 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 19 May 2025 concerning the Requests for Information under the Local Government Official Information and Meetings Act 1987 be received.

Crs Johns/Long

Carried

11. **Correspondence**

Nil

12. Portfolio Reports

- 12.1 Councillor S M Wards spoke about her recent attendance as Council's representative at the Rural Health Conference, now called Hauora Tai Whenua. She noted there were 540 delegates across a range of sectors, with relevant presentations from Hon Matt Doocey, Associate Minister of Health and Clayton Irving who reminded attendees of health outcomes for vulnerable communities, the definition of which now included the rural communities. She spoke about the changes in health over the years from the point of technology and gave the example of point of care testing, which improved access for rural communities. She reflected on the potential for local government to have influence, speaking about the opportunities coming up, and the importance of membership to Hauora Tai Whenua.

It was suggested that a letter go out to other Councils encouraging them to become members of Hauora Tai Whenua.

13. Mayoral Matters

Nil

14. Items not on the Agenda

Nil

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 4:48pm.

Mayor



Minutes of an Extraordinary Meeting of the Tararua District Council held in the Council Chamber, 156 High Street, Dannevirke on Wednesday 4 June 2025 commencing at 9:30 am.

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 (via Teams), S M Gilmore, P A Johns, K A Sutherland, S A Wallace and S M Wards

In Attendance

Mr B Nicholson	- Chief Executive
Mrs K Tani	- Group Manager – Strategy and Information
Mrs S Walshe	- Finance Manager
Mrs B Fowler	- Senior Financial Accountant
Ms E Roberts	- Revenue Manager
Mr K van der Oord	- Communications Team Manager
Mrs A Dunn	- Manager – Democracy Services

2. Apologies

There were no apologies.

3. Reports

3.1 Deliberations on Matters Raised through Submissions on the Annual Plan 2025-26

The Tararua District Council considered the report of the Finance Manager dated 26 May 2025 that provided information on matters for consideration during deliberations on the submissions received through the consultation process.

- 3.1.1 Footpaths in the Tararua District:** the Council discussed the options outlined, with clarification being sought on how the option for setting up a capital project would be funded. It was explained that this would be funded from the depreciation reserve, which was a change from the methodology formerly used due to footpaths previously attracting subsidies from NZ Transport Agency Waka

Kotahi.

During discussion it was noted that the option consulted on for increasing rates by \$150,000 for footpath maintenance related to the next two financial years. It was asked whether the new option proposed for a capital project could be set at \$150,000 for the 2025-26 financial year to fund additional maintenance for that year, and that further discussion be undertaken in the 2026-27 Annual Plan, enabling Council an opportunity to have a look at a wider footpath strategy.

That the Tararua District Council include a new Capital project for footpath maintenance of \$150,000 for the 2025-26 financial year to allow some renewal work to be carried out, noting that this will not increase rates.

Crs Gilmore/Wallace

Carried

Cr S M Wards recorded her vote against the motion

- 3.1.2 **Waisplash Carpark Proposal:** during discussion it was noted that the proposed recommendation delegated authority to the Chief Executive to enter into negotiations for the purchase of the property at 33 York Street. Clarification was sought about the process for development of the proposed carpark. In response it was noted that a report would need to be provided to the Council in the future regarding the development of the car park, which would include estimated costs. The project for development of the car park would need to be included in the Council's next Long Term Plan.

In response to a request for an outline of the expected timeframe, the Chief Executive advised that he would be making contact with the owners, and once due diligence had been undertaken, a report would be brought back to Council over the next month, depending on progress.

That the Tararua District Council delegate authority to the Chief Executive to negotiate the purchase of property at 33 York Street, and enter into a sale and purchase agreement for the property subject to confirmation by Council at a later meeting.

Crs Johns/Wallace

Carried

The meeting adjourned at 10:13am and resumed at 10:14am.

- 3.1.3 **Dannevirke Information Centre:** during discussion an update was sought on progress for bringing the functions of the Dannevirke Information Centre into the Council. In response it was noted that a list of the tasks undertaken had been provided to the Council, and these tasks had been factored into the recent integration of services work. It was noted that the level of service to the community would be increasing due to the longer opening hours of the Council's service centre. The comments made through submissions about the need for increased signage to direct customers to the Council service centre were

highlighted.

That the Council note the comments made through the submissions regarding the decision by the Dannevirke Information Centre Incorporated Society to cease trading.

Crs Johns/Sutherland

Carried

The meeting adjourned at 10:29am and resumed at 10:47am

- 3.1.4 **Charging of Uniform Annual General Charge on land that has multiple dwellings, information on Uniform Annual General Charge percentage, and spread of rates increase and impact on sectors including lifestyle properties:** during discussion clarification was sought about the considerations given to the Uniform Annual General Charge during the 2024-34 Long Term Plan process, and clarification of the figures provided. In response it was advised that the figures provided were based on the most recent Quotable Value dataset available to Council. To make changes to how rates were charged on land that had multiple dwellings, it was advised that a rating review would need to be undertaken and changes made to the Revenue and Financing Policy. This would require a significant amount of work, and during the development of the next Long Term Plan would be the appropriate timing. There would need to be a direction from Council to officers to provide advice to the Council to enable decision-making by Council on whether to undertake this review for the next Long Term Plan. Included in that advice could be a review of previous advice provided for past Long Term Plans. With regard to guidance on the percentage of the UAGC for this Annual Plan, it was advised that until the Local Water Done Well work had been completed it would not be an appropriate time to look at that. For the next Long Term Plan a more in-depth look could be taken on the application of the UAGC and consideration of fairness elements.

That further work be undertaken and brought back to Council for a further understanding of developing a revenue and financing policy for the next Long Term Plan.

Mayor Collis/Gilmore

Carried

That the Council undertake a review of the UAGC as part of the next Long Term Plan including a deep dive to understand implications.

Mayor Collis/Gilmore

Carried

- 3.1.5 **Town Signage:** it was noted that this item in the draft Annual Plan related to replacement of signage for Council's facilities, not to signage of town names at the entries to the district's towns. During discussion it was noted that some towns had welcome signage for their town that had been created by community groups.

3.1.6 **Sealing of Roads:** during discussion it was noted that a report had been provided to Council previously regarding the NZ Transport Agency requirements for sealing of rural roads, and that this could be made available to submitters on this topic.

3.1.7 **Local Water Done Well:** it was noted that the establishment costs for the proposed Council-controlled organisation had not yet been included into the draft Annual Plan, however when included would be cost-neutralised so there would be no rating impact.

3.1.8 **Remaining resolutions regarding Deliberations on Submissions on the Annual Plan 2025-26**

That the report from the Finance Manager dated 26 May 2025 concerning the Deliberations on Matters Raised through Submissions on the Annual Plan 2025-26 be received.

That the Tararua District Council note the matters raised through submissions on the draft Annual Plan 2025-26.

That the request to bring forward budget into the 2025-26 Annual Plan for the projects outlined in Section 8 of this report be approved, noting that there is no material impact on rates requirements.

That the Tararua District Council notes that further information will be provided to the extraordinary meeting of Council being held 11 June 2025 regarding any costs to be included in the Annual Plan regarding loan funding for establishment of the Council-Controlled Organisation for Water Services.

That the Tararua District Council note the feedback received from other submitters.

Crs Johns/Sutherland

Carried

3.2 **Finance and Performance - Management Report**

The Tararua District Council considered the report of the Finance Manager dated 17 May 2025 that provided an update on matters relating to financial and service performance.

That the report from the Finance Manager dated 17 May 2025 concerning the Finance and Performance - Management Report (as circulated) be received and the contents noted.

Crs Wallace/Chase

Carried

3.3 **Third Quarter Performance Report - Period Ending 31 March 2025**

The Tararua District Council considered the report of the Finance Manager dated 17 May 2025 that provided the performance report for the nine months to 31

March 2025 and provided an indication of the year end results.

With regard to the capital projects deferred, it was noted that the Akitio Toilets project had been deferred due to funding from the Tourism Infrastructure Fund not being available. It was noted this was an important project and that there was potentially another tourism fund that may be possible to approach for funding for this project.

With regard to the Treasury report, it was asked that information be provided to show the achieved interest rate against the unhedged rate to show whether prefunding was beneficial to the Council.

It was also asked that clarification be provided on the number of debtors on agreement and number of debtors referred to Debt Management Central (DMC).

That the report from the Senior Financial Accountant dated 09 May 2025 concerning the Third Quarter Performance Report - Period Ending 31 March 2025 be received.

Crs Gilmore/Johns

Carried

4. Closure

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 12:42pm.

Mayor



Minutes of an Extraordinary Meeting of the Tararua District Council held in the Council Chamber, 156 High Street, Dannevirke on Wednesday 11 June 2025 commencing at 9:30 am.

1. Present

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

In Attendance

Mr B Nicholson - Chief Executive
Mrs K Tani - Group Manager – Strategy and Information
Mr H Featonby - Group Manager - Operations
Ms J Smith - Legal Counsel and Procurement Manager
Mr K van der Oord - Communications Team Manager
Mrs S Walshe - Finance Manager
Mrs B Fowler - Senior Financial Accountant
Mrs A Dunn - Manager – Democracy Services

2. Welcome and Meeting Opening

The meeting opened with karakia.

3. Apologies

That the apologies from Cr S M Gilmore be received and leave of absence granted for the meeting.

Mayor Collis/Wards

Carried

4. Reports

4.1 Local Water Done Well - The Future of Water Services for Tararua District

The Tararua District Council considered the report of the Chief Advisor dated 24 May 2025 that concluded the consultation process on Local Water Done Well. The report recommended the preferred option, to form a joint water services organisation with the Wairarapa District Councils of Masterton, Carterton and

South Wairarapa. The report also sought delegation for the Chief Executive to progress negotiations with the three Wairarapa Councils.

The Chief Executive spoke to the report, noting that the Chief Executives of the four Councils had been working on a document to discuss with the four Councils, setting out decisions needing to be made.

In response to a question about recommendation 1.4 whether there would be sufficient time for officers to develop alternative options if any Councils exit from the group, the Chief Executive noted that Council needed to go through this process as it is, however he was confident that if there was a need to pivot officers would be ready.

The Chief Executive noted that officers had reached out to the Department of Internal Affairs for guidance on some of the more contentious points of negotiation between the Councils.

That the report from the Chief Advisor dated 24 May 2025 concerning the Local Water Done Well - The Future of Water Services for Tararua District be received.

That Tararua District Council proceeds with the proposed joint water services model by establishing a joint council-controlled organisation (joint-CCO) with the district councils of Masterton, Carterton and South Wairarapa, and Tararua as participating councils, the "Wairarapa – Tararua Model".

That the Chief Executive be delegated authority to enter into a Commitment Agreement with the participating councils and commence developing the Water Services Delivery Plan and to negotiate the key principles, terms and conditions of a Joint Wairarapa-Tararua Council controlled Organisation with Masterton, Carterton and Wairarapa District Councils and report this back to a future meeting of the Tararua District Council.

That the Tararua District Council note that should any of the Wairarapa Councils subsequently decide to exit from the proposed Joint Wairarapa-Tararua Council Controlled Organisation, then a report outlining next steps would be brought to the Council for consideration at that time.

Crs Johns/Sutherland

Carried

A division was called:

Voting for the motion: Her Worship the Mayor and Councillors Johns, Chase, Franklin, Peeti-Webber, Sutherland, Wards

Voting against the motion: Cr Long

Abstaining: Cr Wallace

5. Closure

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 9:59am.

Mayor



Report

Date : 11 June 2025

To : Chairperson and Board Members
Dannevirke Community Board

From : Simone Anthony
Democracy Support Officer

Subject : **Draft Urban Enhancement Strategy**

Item No : **8.1**

1. Recommendation

- 1.1 *That the report from the Democracy Support Officer dated 05 June 2025 concerning the Draft Urban Enhancement Strategy be received.*

2. Reason for the Report

- 2.1 To provide information to the Dannevirke Community Board on the Draft Urban Enhancement Strategy.

3. Background

- 3.1 Tararua District Council has completed the Tararua Growth Strategy which looks at the projected growth within our region and identifies key focus areas for the future. The Growth Strategy has been developed to help us understand our growth requirements, outline the challenges faced with increased housing demand, and provide recommendations for how we can meet these demands efficiently and effectively. Recommendations were developed for each town; Dannevirke, Eketāhuna, Norsewood, Pahiatua, and Woodville; consultation with community, and public submissions have been undertaken on this strategy.
- 3.2 One of the key outcomes from the growth strategy identified the desire to deliver on our aspirational growth, requiring investment in our towns, principally in terms of amenity and urban design. To achieve this, the Urban Enhancement Strategy

was prepared, a comprehensive plan that identifies investment opportunities and priorities for the public spaces of our towns.

3.3 At its meeting held on 28 May 2025, the Council agreed to notify the public of the Draft Urban Enhancement Strategy for the purpose of seeking feedback on the strategy.

3.4 The period for public feedback will run from 2 June 2025 to 27 June 2025.

4. Discussion and Considerations

4.1 The responsibilities of the Dannevirke Community Board, as delegated to it by the Tararua District Council, include:

1. Facilitate consultation with local residents and community groups on local issues and local aspects of district issues, including input into the District Plan, Long Term Plan and Annual Plan.
2. Make submissions or provide feedback on local issues and local aspects of district issues included in the District Plan, Long Term Plan and Annual Plan.
3. In respect of the Long-Term Plan and Annual Plan (where appropriate) to:
 - (a) Prepare a submission to the budgetary process of Council for expenditure within the community and methods of funding.
 - (b) Identify and make recommendations on priorities for local projects and community issues.

4.2 This report is provided to assist the Dannevirke Community Board with meeting its responsibilities.

5. Description

5.1 The strategy explores medium to long term visions for the future of our towns, using strategic plans and guidelines focused on provision of public amenities, the creation of designed public spaces, and beautification. This plan is intended to be used for future development within our town centres by developers, community, and council to ensure future development and enhancements are undertaken cohesively across the town.

6. Consultation

6.1 A series of drop-in sessions were held to seek public input into the proposed strategy. The final draft strategy is now at the stage of finalisation, with the next step being public consultation before seeking council adoption.

7. Conclusion

- 7.1 The Urban Enhancement Strategy represents a significant step forward in realising the aspirations outlined in the Tararua Growth Strategy. It provides a clear, cohesive vision for the future development of our towns, focusing on enhancing public spaces, improving amenities, and fostering a sense of place and pride within our communities.
- 7.2 With the final draft now complete, the upcoming public consultation phase from 2nd June to 27th June 2025 is a vital opportunity to ensure the strategy reflects the values and needs of our residents. Feedback gathered during this period will help shape the final version of the strategy before it is presented for council adoption, ensuring that future urban development is both community-driven and strategically aligned.
- 7.3 The Community Board is asked to assist with engagement with the community, ensuring that members of their community are aware of the consultation and encourage people to provide their feedback.
- 7.4 Consultation documents are available to view on the Tararua District Council website's Consultations section, and copies will be brought to the Board's meeting for members to share within the community.
- 7.5 The Dannevirke Community Board is also encouraged to make a submission.

Attachments

Nil.



Report

Date : 10 June 2025
To : Chairperson and Board Members
Dannevirke Community Board
From : Allie Dunn
Manager - Democracy Services
Subject : **Application for Funding**
Item No : **8.2**

1. Recommendation

- 1.1 *That the report from the Manager - Democracy Services dated 10 June 2025 concerning the Application for Funding be received.*

AND EITHER:

- 1.2 *That the Dannevirke Community Board grant \$..... from its General Assistance Fund to the Dannevirke South School 125th Reunion Committee towards the cost of venue hire for their event.*

OR

- 1.3 *That the Dannevirke Community Board decline to make a grant to the Dannevirke South School 125th Reunion Committee.*

2. Reason for the Report

- 2.1 To present to the Board an application for funding from the General Assistance Grants Scheme, for consideration and decision.

3. Background

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

- 3.2 Due to a reduction in funding, the Board has been considering how to prioritise the use of its available budget.
- 3.3 A decision to continue with the General Assistance Grants Scheme has not yet been finalised.
- 3.4 As part of its Long-Term Plan decision-making, that included reducing the amount of discretionary funding provided to the Community Boards and Committees, the Council established a Contestable Grant Fund.
- 3.5 This fund has two funding rounds per year, of \$50,000 each round. The Contestable Fund is open for applications from community organisations, and a full report on the Fund and Eligibility Criteria was provided to the Dannevirke Community Board's 16 December 2024 meeting.
- 3.6 The first funding round for the new financial year will open on 1 August 2025.

4. Discussion and Considerations

- 4.1 Funding for the General Assistance Grants Scheme is budgeted for through the Long-Term Plan process, and is rate funded. As well as being used as a fund from which the Board can make discretionary grants, this budget is also used for general costs in administering the Board's business. For example, costs such as purchase of a wreath for Anzac Day, administering the Wackrow Memorial Youth Awards, and running the Spring Festival and Market Day.
- 4.2 As of 1 July each year, any funds remaining in an operational fund from the previous financial year are zeroed off. There can only be carry forward of unspent funds from one financial year to another for approved capital projects, not for operational spend.
- 4.3 Previously the Board had followed a process with its discretionary grants which saw commitments made to fund projects which crossed into the future financial year. What this has meant in practice is that when grants are paid in the following financial year period, e.g. after 30 June, the payment must come from the new financial year's allocation. The Board is encouraged to introduce a new process for the coming financial year, similar to that being implemented by the Eketāhuna Community Board. That Board will be allocated one-third of its discretionary fund to be available for grant applications, with the remaining two-thirds being used by the Board for its own events and costs. The Board have agreed to have one funding round per year, with applications called for in the first part of the financial year. A paper will be brought to the July meeting of the Dannevirke Community Board seeking implementation of a similar scheme.
- 4.4 Following is the reconciliation of the Board's budget (note amounts are GST exclusive):

Approved budget 2024-25		\$19,598.00
Less Payments 2024-25 financial year to date:	\$8,201.00	
Commitment towards Flagtrax system	\$10,000.00	
Balance remaining		\$1,397.00

- 4.5 The Board has committed \$10,000 from its budget to go towards the purchase of Flagtrax system for installation on a portion of street poles in Dannevirke's High Street.
- 4.6 This leaves an available balance of \$1,397.00 from which the Board can consider making a grant allocation. The Board may also wish to consider allocating additional funding from this budget towards the purchase of the flagtrax system.
- 4.7 Note that the costs for holding the 2025 Wackrow Memorial Youth Awards will be funded from the Board's 2025-26 discretionary budget, as the costs will fall in the July – August period.

5. Applications Received

5.1 Application for Funding – Dannevirke South School 125th Reunion Committee

- 5.1.1 An application for funding has been received from the Dannevirke South School 125th Reunion Committee, seeking funding towards costs of venue hire for their event.
- 5.1.2 Venue hire cost is shown as \$1,579.80 in the budget for the reunion (refer attached application documents). Funding of up to \$1,237.00 has been sought by the committee.
- 5.1.3 Although the event has been held, it is important to note that the application was made prior to the event and it was intended to be included in the Board's May 2025 agenda for consideration. However due to an oversight, it was unintentionally omitted from inclusion.

6. Conclusion

- 6.1 The Board has \$1,397.00 available in its discretionary fund from which it could consider making a grant towards the costs of the Dannevirke South School 125th reunion.
- 6.2 The application was received prior to the event, therefore should not be considered as a retrospective application, rather it should be considered as if the event had not yet been held.

Attachments

- 1 [↓](#). Application for funding towards Dannevirke South School Reunion_Redacted



DANNEVIRKE COMMUNITY BOARD
General Assistance Grants Scheme
Application Form

1. Name of organisation:
Dannevirke South School 125th Reunion
Committee
2. Contact Person:
Caroline Gyde Phone No. [REDACTED]
3. Postal and Email Address
P.O. Box 77
southschool125reunion@dannevirke south.
school.nz
4. Number of members in your organisation: _____
5. Objectives of your organisation:
To plan & organise a 125th Reunion
for Dannevirke South School
6. Is your organisation a legally constituted society or trust? Yes / No
Sub group of a school - non profit making
7. If your club/organisation is registered for GST, please supply your GST number:
N/A

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

We are organising ^{125th} ~~Duke~~ South Schools reunion to bring people together to celebrate a 125 years. We would like financial assistance to go toward venue hire at the A&P sports centre & Produce Hall plus the Hub.

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

See separate sheet

Total Cost: \$

10. How much are you applying to this fund for? \$1237.00

11. Please show where the remainder will come from: See budget sheet.

BOT - 1500.00

Admissions to Events

Alcohol sales

Lions

Sponsorship

1000.00

12. Have you received any funding from the Creative Communities Scheme or other Government Agency in the past three years? Yes (No)

Please give details:

\$

13. Outline how your project will benefit the community:

Making social connections, bringing people together, giving a sense of belonging. Preserves local culture & heritage. With extra people in town it supports local businesses. Encourages community spirit - helps people connect with their roots & with old friends. Promotes social & emotional well-being, reuniting people fostering joy & nostalgia.

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

Many people are travelling long distances. We appreciate money is scarce hence we have tried to keep costs down, as much as possible.
Thank you for considering this application

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

We do not have a balance sheet as we have been set up to temporarily exist for the Reunion

Acc. Name: Dannevirke South School

Particulars - 125

Acc. Number: 03-0698-0496473-04

Reference - 125 Reun. non

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

Signed: Collyde

Date: 29/4/25

Designation: Chairperson 125 Reunion Committee

Check List (To Be Completed By The Applicant)

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

1) All questions have been answered

(tick)



2) Requests for funding do not exceed half of the project's total cost



3) Written quotes for labour and/or material costs are attached



4) Latest Balance Sheet or Statement of Income and Expenditure is enclosed that has been reviewed independently, and a bank deposit slip or verification from your bank of account details for payment of any funding granted is attached



		Dannevirke South School 125th Reunion Budget	
Income		Total	
Registrations		7620.00	
Mix and Mingle		6570.00	
Bus Tour		260.00	
Golf Tournament		360.00	
High Tea		2220.00	
Formal Dinner		13500.00	
Sale of merchandise		0	
Lions Grant		1000.00	
Sponsorship		3950.00	
BOT Budget		1500.00	
Total income		36980.00	
Expenses			
Signs printed		0.00	
Sound		575.00	
Registrations	Includes magazine and photographer	6800.00	
Mix and Mingle		5187.00	
Bus Tour		245.53	
Golf Tournament		240.00	
High Tea		1138.60	
Formal Dinner		16670.80	
Merchandise		437.74	
Donation to Security		500.00	
Gifts for MC etc		200.00	
Venues		1579.80	
Total expenses		33574.47	
Income less expenses		\$3,405.53	
	BOT	1500.00	
	Lions Grant	1000.00	
		\$905.53	

Dannevirke District Agricultural & Pastoral Association
DANNEVIRKE 4930

Email: dannevirkeap@gmail.com

To: Caroline Gyde
caroline@tararuareap.co.nz



GST No: 10-654-653

Quote

Date	Description	Total	Balance
11.11.24	Hire of A&P Home Industries Hall for 29 th May – 1 st June 2025 @ \$158.70 per day – 4 Days This quote is valid for 30 Days.	\$634.80	\$634.80
		Total	\$634.80

Thank you for supporting the Dannevirke A & P

Chans

DANNEVIRKE SPORTS CLUB INC.

P O BOX 229, DANNEVIRKE, 4942



ERNIE MASSIE HALL HIREAGE

Form to be completed and emailed to office@forhomes.co.nz

Name of Hiree: Jenny Humphreys

Organisation: Dannevirke South School 125th Reunion Committee

Address of Hiree: c/- DSS Stairs St, Dannevirke

Email:

Phone:

Date hall required: May 29th 2025 → June 1st 2025

Date booking made: _____

Payment for the hireage of the Ernie Massie hall to be paid to:

Dannevirke Sports Club Incorporated 03 0614 0566383 00

If you require an invoice please let us know

\$400 Hireage paid: \$400.00

The \$100 non-refundable deposit must be paid at the time of booking to secure your booking.

\$200 bond paid: \$200.00

The bond is refundable upon hall being left in a clean, tidy condition and keys returned.

Any charges not covered by the bond will be on-charged to the Hiree.

Signed [Signature] Date 5/12/24

Account number for bond to be refunded to: _____

9/12/24



QUOTE

Caroline Gyde

Date	4 Feb 2025	Dannevirke Christian Fellowship
Expiry	6 Mar 2025	P O Box 116 Dannevirke 4930 (06) 374 6209
Quote Number	QU-0053	GST Registered Number 30-005-813
Reference	South School annevirsary	Bank Account Details: ANZ 01-0611-0005951-00
GST Number	30-005-813	

Description	Quantity	Unit Price	Discount	Amount NZD
Building Hire - Auditorium & Kit/Cafe on Saturday 31st May 2025	1.00	680.00	135.00	545.00
Subtotal (includes a discount of 135.00)				545.00
TOTAL GST 15%				81.75
TOTAL NZD				626.75

Terms

This quote includes a multi room discount of \$135.
It is the responsibility of the hiring person/s to clean all rooms used after the booking.
Including but not limited to
Packing away any extra seating or setting up original seating if moved for function.
Vacuuming, sweeping and/or moping floors of rooms used including high traffic spaces such as bathrooms, hall and foyer if needed.



DANNEVIRKE COMMUNITY BOARD
GENERAL ASSISTANCE GRANTS SCHEME

GUIDELINES FOR APPLICANTS

1. Assistance will only be available for locally recognised organisations whose principal functions and/or activities are of a community or charitable nature.
2. Financial assistance will only be available for a specific project or projects, or for the maintenance of a facility.
3. Only one grant per organisation will be available in any financial year.
4. Funding will **not** be available for the following:
 - * subsidise subscriptions or rents
 - * wages and salaries
 - * reduce debt load i.e. debts already incurred
 - * schools and early childhood educational facilities
5. No assistance is to exceed half of project or maintenance costs.
6. Applications will not be considered unless accompanied by a balance sheet or statement of income and expenditure for the current financial year that has been reviewed independently.
7. Applications must be made on the form available.
8. Applications will be considered on merit.
9. The Community Board reserves the right to adjust the guidelines for any specific application.
10. Late applications will not be considered or carried forward.
11. Written quotes **must** be provided from suppliers to support any application seeking financial assistance for a project that involves either labour and/or material costs.
12. All funds granted from this Scheme must be uplifted within twelve months of the date of the approval being advised. After this time the offer of funding shall lapse unless the Board gives its consent to a request from the applicant to carry forward for a specified period the amount allocated.

13. In the event a grant recipient is unable to use the funds for the purpose agreed, the grant recipient is to advise in writing of the reason for not being able to utilise the funds for the purpose granted and return the funds to the Council for crediting to the Community Board's grants fund. The recipient could then apply for funding from the Board for a different purpose.



Report

Date : 11 June 2025

To : Chairperson and Board Members
Dannevirke Community Board

From : Allie Dunn
Manager - Democracy Services

Subject : **Flagtrax System for Street Poles on High Street Dannevirke**

Item No : **8.3**

1. Recommendation

- 1.1 *That the report from the Manager - Democracy Services dated 10 June 2025 concerning the Flagtrax System for Street Poles on High Street Dannevirke be received.*
- 1.2 *That the Dannevirke Community Board note with appreciation the funding received from the Contestable Grant Fund and note that an order for the Flagtrax system will be progressed with the supplier.*

2. Reason for the Report

- 2.1 To summarise the progress to date and next steps for the project to install a Flagtrax system on street poles in Dannevirke's High Street, to be used for flying flags to commemorate community events, and dates of significance.

3. Background

- 3.1 With the rising costs for installation of the Christmas lights in High Street Dannevirke each year, and the associated traffic management costs, the Board agreed in December 2024 to investigate the Flagtrax system used by many Councils around the country for displaying commemorative flags.
- 3.2 In March 2025 the Board agreed to apply to the Districtwide Contestable Fund for funding towards the installation of the system.

4. Discussion

- 4.1 At its meeting held 28 May 2025, the Council agreed to allocate \$5,000 of funding from the Contestable Grants fund to the Dannevirke for purchase of Flagtrax system for installation on street poles in High Street, Dannevirke.
- 4.2 In addition to this funding, the Board has set aside \$10,000 of its discretionary funding towards this project.
- 4.3 The Board has \$15,000 to spend on purchasing the Flagtrax system for installation in Dannevirke's High Street.
- 4.4 Note that this funding must be committed prior to 30 June 2025, via a purchase order for ordering the system.

5. Next steps

- 5.1 The Board needs to provide its Democracy Services support staff with information to enable the creation of the purchase order, which will then allow the Board to contact the supplier of the system and place its order.
- 5.2 Once a purchase order has been created, the Board will be able to contact the supplier and make arrangements with the supplier for the purchase and installation of the system.

Attachments

Nil.



Report

Date : 30 May 2025
To : Chairperson and Board Members
Dannevirke Community Board
From : Simone Anthony
Democracy Support Officer
Subject : **Management Report**
Item No : **8.4**

1. Recommendation

- 1.1 *That the report from the Democracy Support Officer dated 30 May 2025 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 Community Development and Wellbeing Committee held 4 June 2025.

3. Background

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

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

4. Facilities

4.1

Strategic Priority	Connected Communities	
Status Report	Community Facilities	
	Reporting period	April – May 2025
	Activity Group Manager	Kawtar Tani
	Presented By	Fontayne Chase

Activity status Red: Roadblocks present Orange: Potential risks Green: on track	Overall	Staffing	H&S	Levels of service	Budget
Cemeteries (N= 23)					
Community Buildings (N= 37)					
Parks and Reserves (N= 94)					
Pensioner Housing (N= 85)					
Public Conveniences (N= 21)					
Swimming Pools (N= 3)					
Camping Grounds (N=4)					
Commercial Property & Aerodrome					

Activity progress in reporting period
<p>Cemeteries:</p> <ul style="list-style-type: none"> Digitalisation of Cemetery mapping - Better-off Funded Project - IT are currently working through all interment entries in the cemeteries database to standardise the location details to ensure it will align with the mapping. Once the data has been corrected, the database will be adjusted to ensure all entries going forward are standardised and less prone to human error. This mitigates the risk of future mapping errors. Cemeteries management – Staff are proactively refining the maintenance mapping of

cemeteries to boost efficiency, enhance the development and execution of maintenance plans/contracts, and ensure economical service delivery.

- Decorated plots – Staff are currently working through the list of interred in the database to extract details of funeral director and next of kin. Once these details have been recorded, we will reach out to the Funeral Directors to ask for assistance in approaching the topic with Families. We will be asking the Funeral Director and grounds contractors to assist with this in future to keep the grounds clear of decorations going forward.

Community Buildings:

- Investigations are currently underway to identify optimal strategies for enhancing our booking system that will effectively promote each facility and availability providing online access for users to self manage bookings.
- Civic Centre emergency exit signage is scheduled for completion 30 June to meet building compliance obligations.
- Dannevirke Sports Pavilion roof rescrew rescheduled for completion mid May.
- Dannevirke Sports Stadium ridge cap and gutter renewals scheduled for completion mid to late May.
- Electrical Supply Authority, Blue Current have reported meter board upgrades required prior to Smart meters being installed. Cost yet to be determined.

Parks and Reserves:

- Ongoing condition assessment of playground equipment.
- As we prepare for the winter sports season all sports fields have been treated.
- JAB junior rugby has relocated from Coronation Park to Dannevirke Rugby Park a private facility.
- Resources required to establish a Tree Register
- Pest eradication carried out in Anzac Park Norsewood
- Engagements with Puketoi Catchment who are delivering the EnviroSchools program at Pongaroa School. Minor improvement to the Pongaroa Reserve track.

Pensioner Housing:

- 100% occupancy as at 28th April. With 2 Contributions Units vacated and added back to the main pool, changing the rent generated from \$100 per week to \$305.
- Vacancy during the reporting period

1 Bedroom Unit	14 days vacant	Lost Revenue \$380
2 Bedroom Contribution Unit	27 days vacant (deceased estate)	Lost Revenue \$386
2 Bedroom Contribution Unit	2 days vacant	Lost Revenue \$28.50

- Tenancy inspections are underway. Inspections include wellbeing checks, with a strong focus on prioritising maintenance to maintain compliance with Healthy Homes regulations.
- Inspections are scheduled for completion on 10 June.
- Current waiting list across the district is 23 local and 5 out of town.
- No new housing applications were received during this reporting period.

Campgrounds:

- QR Codes responses from Anzac and Matthew Park showing high level of satisfaction from users

Priorities in upcoming reporting period

Cemeteries:

- Cemeteries stakeholder quarterly survey
- Tree maintenance at Mangatera Cemetery Old War Section

Pensioner Housing:

- Elsinore, Dannevirke: Installation of a new water main, replacing all original PVC.
- Aften Court, Dannevirke: Two new soak pits are being installed to meet building regulations.

Playground Equipment:

- Community Project - Schick Basketball hoop for Dannevirke at Upper Domain, foundation prep.

Community facilities:

- Meter board upgrades required at various facilities including Exceloo on High St, 3 Community Halls and Campground

Rationalisation:

- Disposal plans in draft.

Key risks

Pensioner Housing:

- Non-compliance with Tenancy Services: Due to the new Bond Lodgement process established by MBIE, the Council needs to invest in a new Property Management system to facilitate the payment of Tenancy Bonds. A solution will be incorporated in the new Property Management system.

Health and Safety

- Cemeteries: damage caused by trees and H&S concerns around decorated plots

- Recommendation received from Blue Current smart metering service to investigate upgrade of Dannevirke Town Hall meter board. Inspection identified old and brittle wiring.
- Parks and Reserves: Pests Control & Pest Plants Management is ongoing.
- River protections work required to mitigate erosion of bank bordering the Dannevirke Holiday Park near campground manager's house. HRC have advised this section of the river is not rated for bank protection work. Solution being investigated, sight monitored.
- Asbestos meter board requiring upgrade at Elsinore.

Key performance indicators

Cemeteries:

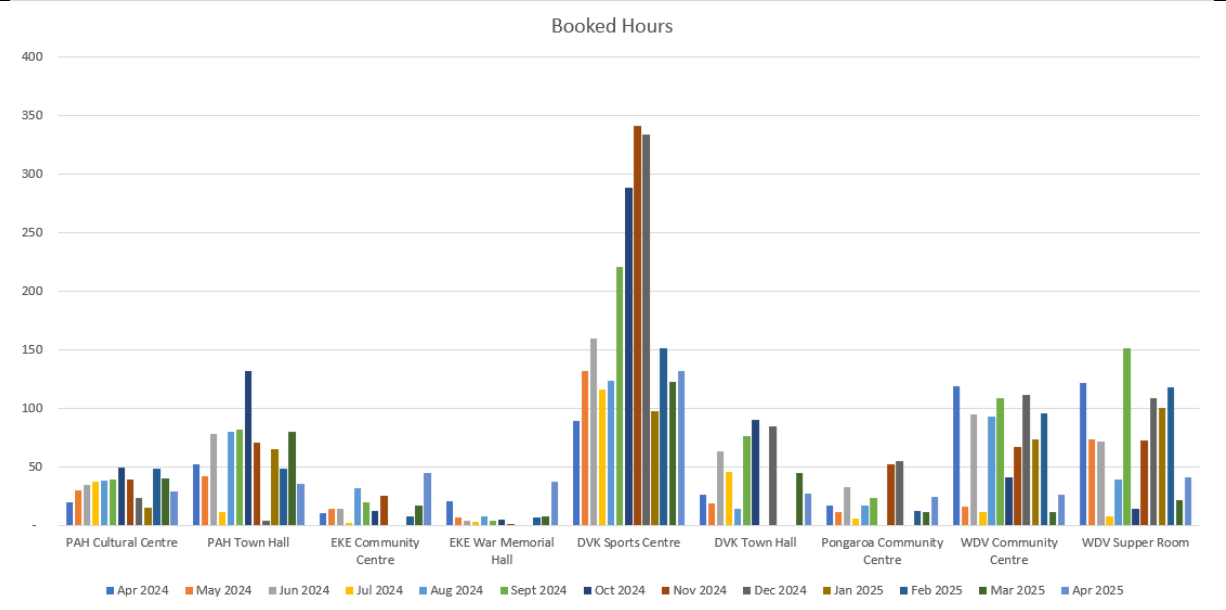
- Burials April: 5
- Burials May: 0
- Ashes Interments April: 10
- Ashes Interments May: 3

Facility booking hours:

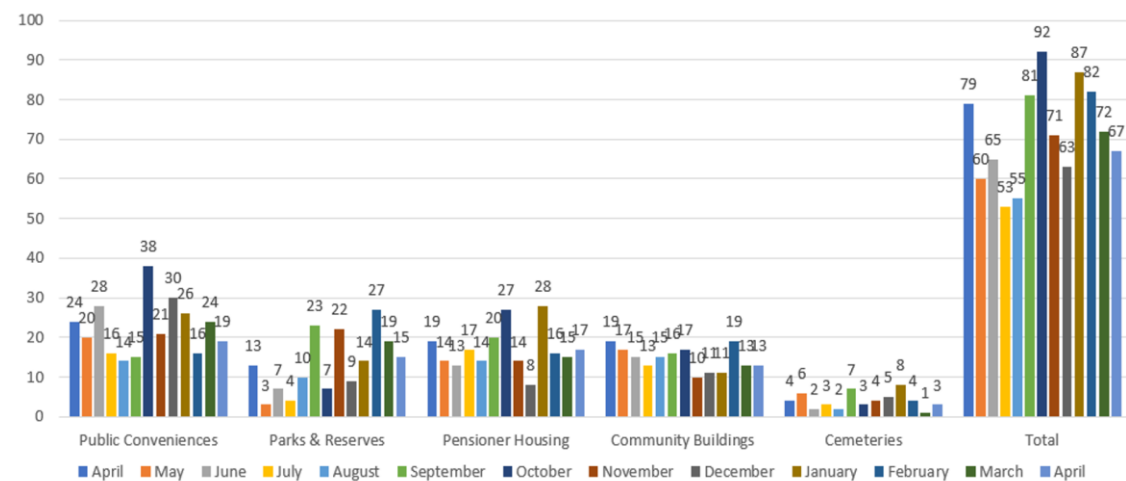
- **Community Buildings** bookings compared to same period last year
March: 28.24% increase and 6 cancellations recorded
April: 20% increase and 7 cancellations recorded
- **Sports grounds:** bookings compared to same period last year
March: 47.31% increase
April: 31.63% decrease. No JAB rugby bookings this club has relocated to Rugby Park

Trends

Facility Bookings

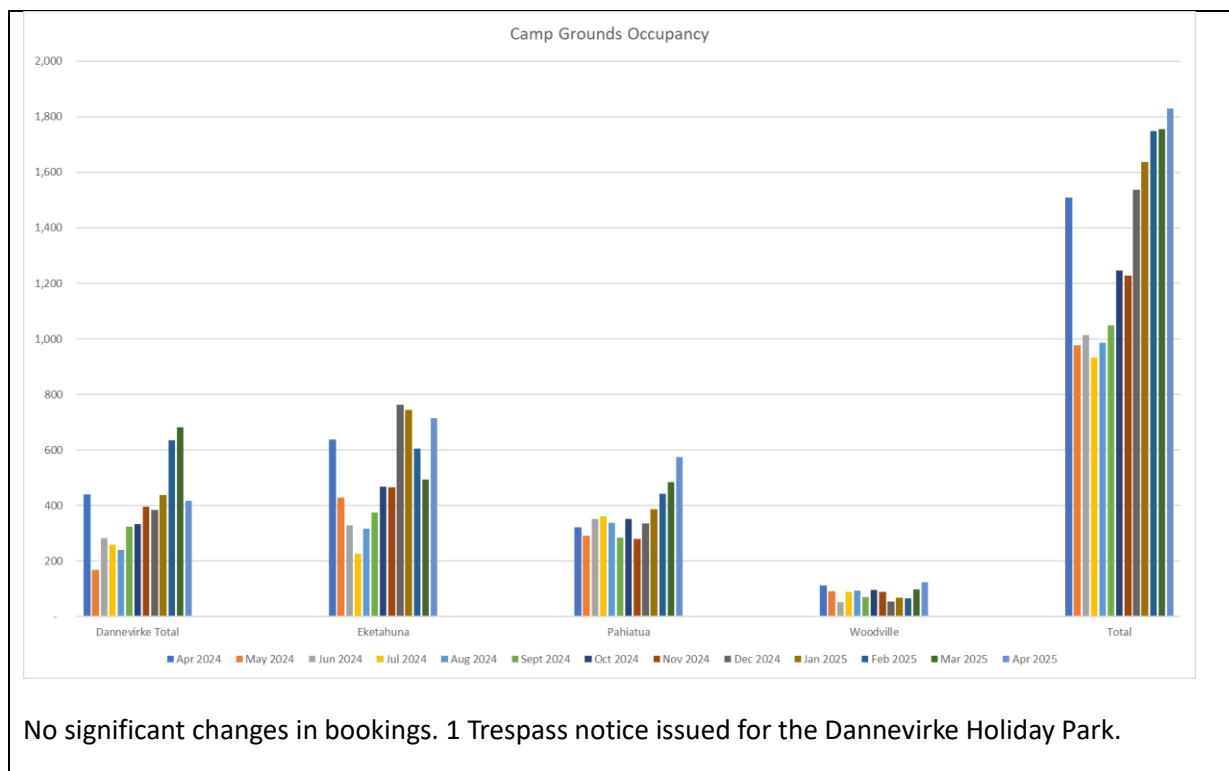


Maintenance CRMs received



No significant changes in CRM counts, slight reduction in April 2025 vs March 2025 and lower than 2024 also.

Campgrounds



S17 a Review Update	
Swimming Pools	
Stage One:	
SLA requirements reviewed – Outdoor Pools <ul style="list-style-type: none"> Action: Service Level Agreements reviewed amended to include additional support from Council to ensure compliance. 	Completed
TDC to introduce an operations check/audit to ensure service remains compliant. <ul style="list-style-type: none"> Action: Pool Safe audit scheduled for December. TDC to complete preseason audit mirroring PoolSafe audit. 	Completed
TDC to connect with Wimbledon Memorial Baths Committee to discuss land use expectations. <ul style="list-style-type: none"> Action: TDC asset Next Steps: Develop condition assessment and asset plan 	In progress
TDC to propose a less restrictive approach to securing Depreciation Reserve funds for critical assets. <ul style="list-style-type: none"> Action: TACT to complete Condition Assessment of their facility producing an Asset Plan Asset Plan will provide Council with the foresight required to schedule critical asset renewals and work with TACT to maintain 	Scheduled for 25 th June.

Asset Register.	
<p>TDC to complete the recording of the outdoor pools assets in the RAMM system.</p> <ul style="list-style-type: none"> Action: New Asset Register produced with costings and life expectancy. Next Steps: Data to be loaded into RAMM. In conjunction with pool operators asset renewal plan to be developed for 2026 - 2028 	In Progress
<p>TDC to seek asset cost estimates and asset condition assessments to populate the Asset Management Planning function in RAMM</p> <ul style="list-style-type: none"> Condition assessment report completed with a draft AMP. Additional feedback from pool operators required to finalise the AMP. 	Completed
Stage Two:	
<p>TDC to formally confirm the land use arrangement with the Wimbledon Memorial Baths Committee.</p> <ul style="list-style-type: none"> Outcome: TDC Asset 	Complete
<p>Improve the measure of success of the facilities to be measurable of the SLA performance</p> <ul style="list-style-type: none"> Action: Monthly reporting templates utilised to capture admission data from 24/25 season to compare with the 25/26 season. Regular EHO visits are scheduled for preseason and monthly during operation. Next step: Develop Business plan in conjunction with pool operators. 	In progress
<p>TDC to work with TACT to develop the facility Asset Management Planning</p> <ul style="list-style-type: none"> Action: proposal submitted to TACT in March to have an independent assessor complete condition assessment. TACT accepted proposal in May. Assessment date to be confirmed. 	In progress
<p>TDC to seek asset cost estimates and asset condition assessment to populate the Asset Management Planning function in RAMM for WaiSplash</p> <ul style="list-style-type: none"> Action: In conjunction with TACT, TDC has arranged for the Condition Assessment to be completed by Amotto Consultants. The report will provide an Asset Register with estimated costing to contribute to the Asset Management Plan Next Steps: TDC will support the administration of the Asset Register for WaiSplash and assist with development of maintenance planning. 	Scheduled
<p>TDC and current outdoor pool operators agree to a year extension to the SLA term 30 June 2026.</p> <ul style="list-style-type: none"> Action: Verbal agreement provided. Contract variations completed for signing by operators 	In progress

Stage Three:

TDC to monitor the SLA performance measures, supporting the operators to achieve them where appropriate. (All Pools)	Monitoring
<ul style="list-style-type: none"> Action: TDC has engaged PoolSafe to support with compliance. Variation contract now includes an Accountability Schedule for transparency. 	
TDC to maintain and monitor the asset management actions and work with the operators for any asset works as required (All Pools)	Ongoing
TDC confirms or not the suitability of continuing aquatic service delivery under Option 1	Complete
TDC confirm or not the suitability of Option 2	Complete

Camping Grounds - Short Term

Ensure TDC Omnibus Reserve Management Plan allows for camping activity on each of these sites	Complete
Reassess three sites against the Camping Ground Regulations 1985	
<ul style="list-style-type: none"> Compliant camping ground plan/sites marked and labelled 	Completed
<ul style="list-style-type: none"> Non self-contained site within required proximity of ablutions Action: assessment completed. Non urgent amendments to be made at later date. I.e. Consider relocating Cabin at DHP or alternative solution	Completed
<ul style="list-style-type: none"> Occupancy data is accurately collected and reported as per the regulations Action: The team are investigating an online AIO package.	Monitoring
Develop a policy on the maximum duration of stay and a stand-down period at all TDC owned camping grounds. Ensure all operators are required to comply <ul style="list-style-type: none"> Action: regulations applied. 	Not started
Develop a more comprehensive financial data collection/reporting system to account for operational and renewal expenditure	With Procurement
Work with all operators to encourage the development of online bookings and credit card pre-payment/security facilities in alignment with their accommodation inventory. <ul style="list-style-type: none"> Action: investigations are ongoing to determine the most appropriate platform to implement for this activity. The team is considering a platform that will also support online bookings for bookable spaces. 	With Procurement

Work with all operators to improve websites and online presences.	Initiated
<ul style="list-style-type: none"> Action: Online platform will address this recommendation in due course. 	
<ul style="list-style-type: none"> Improve campground websites 	Initiated
<ul style="list-style-type: none"> Update TDC own website 	Initiated
Dannevirke Holiday Park	
<ul style="list-style-type: none"> Renew contract for a further 14 months with recommended variations 	
<ul style="list-style-type: none"> Relocate the non-compliant basic A-Frame cabin 	Not started

Each campground operator is agreeable to extending existing contracts. Variation schedules in development.

5. Libraries

5.1

Strategic Priority	Connected Communities	
Status Report	Libraries Tararua	
	Reporting period	March to April 2025
	Activity Group Manager	Sandy Lowe
	Presented By	Brenda Graves

Activity status					
Red: Roadblocks present Orange: Potential risks Green: on track	Overall	Staffing	H&S	Levels of service	Budget
Libraries					

Activity progress in reporting period
<ul style="list-style-type: none"> External signage for Dannevirke Library quoted and accepted. District Librarian and Community Librarian represented Libraries Tararua at Bush Children's Day in Pahiatua. First outing for branded gazebo. 197 goody bags distributed. Little Ears promoted School holiday programme with Easter and Anzac as theme run at all branches. 132 children participated

- Volunteer Central quarterly clinics were held at Dannevirke and Pahiatua Libraries.

Priorities in upcoming reporting period

- National Simultaneous Storytime 21 May for all branches.

Key risks

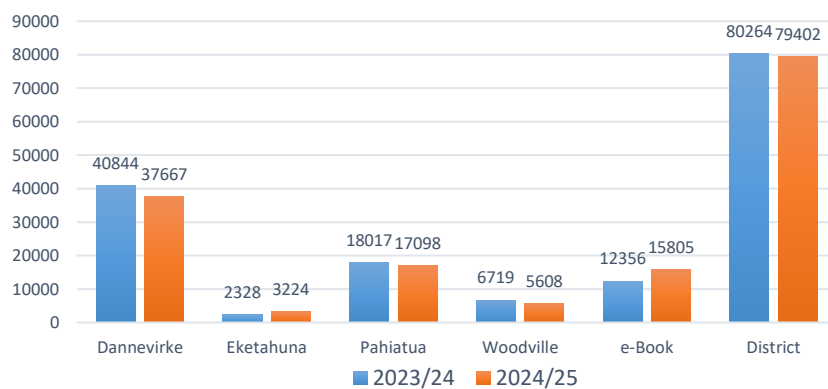
None to report

Health and Safety

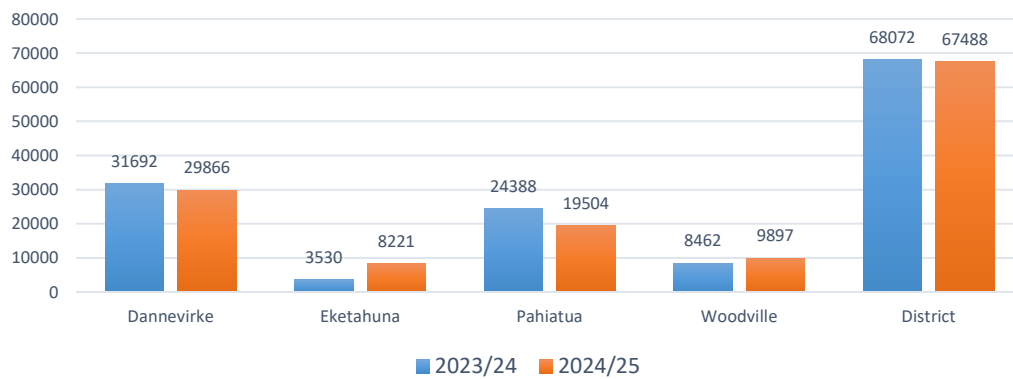
None to report

Key performance indicators

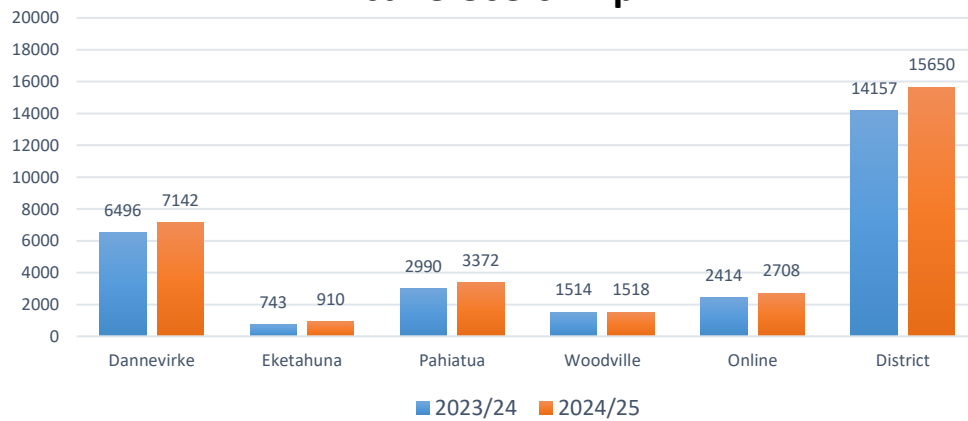
Circulation - Apr YTD



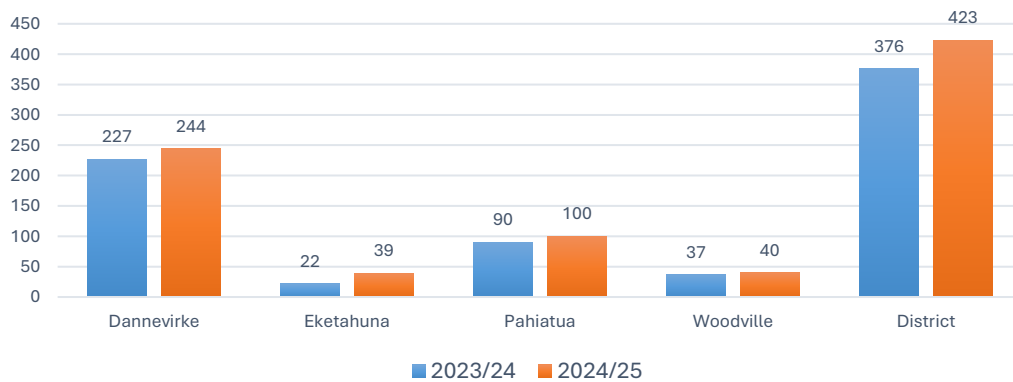
Pedestrians Apr YTD



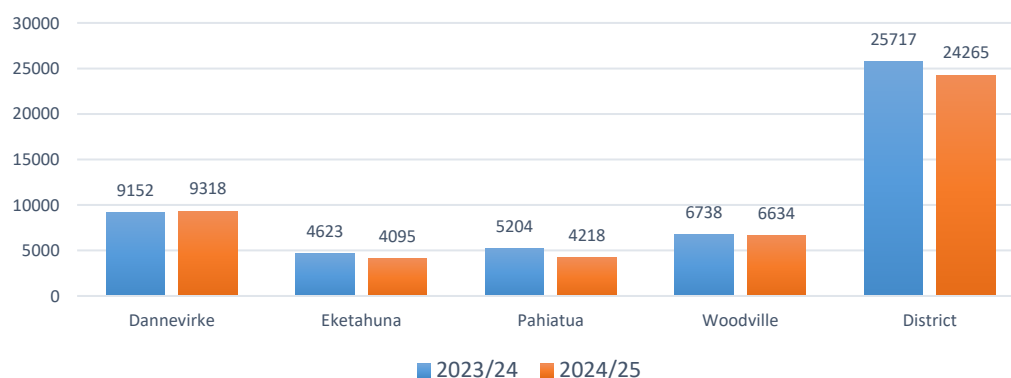
Active Users - Apr YTD



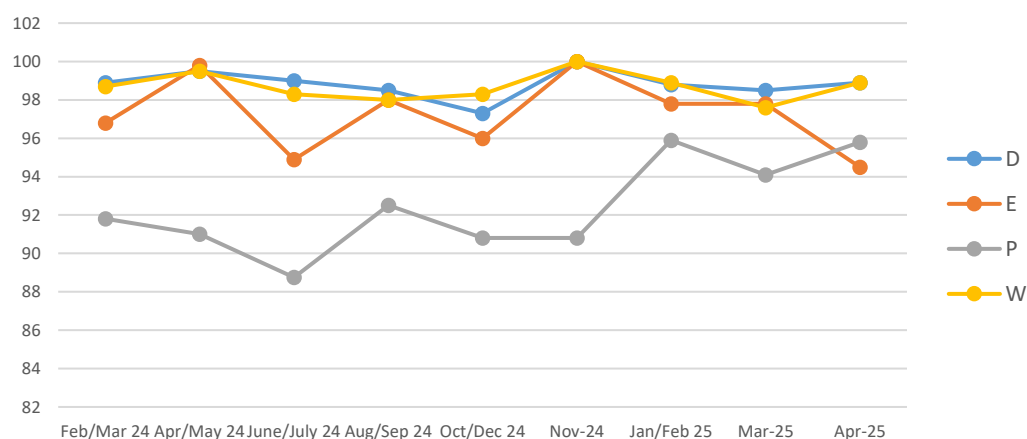
New Members - Apr YTD



APNK Use (Sessions) - Apr YTD



% opening hours



Trends

None to report

Attachments

1. [Communications Management Report](#)
2. [Customer Services Report March to April 2025](#)

Strategic Priority	Interactive Council	
Status Report	Communications	
	Reporting period	15 Feb – 15 Apr 2025
	Activity Group Manager	Kawtar Tani
	Presented By	Karsten van der Oord

Activity status Red: Roadblocks present Orange: Potential risks Green: on track	Overall	Staffing	H&S	Levels of service	Budget
Communications Activities					

Activity progress in reporting period
<p>Consultations / Engagement</p> <p>The following public engagement activities were conducted/are ongoing:</p> <ul style="list-style-type: none"> • Local Water Done Well • Proposed District Plan • Freedom Camping Bylaw • Road Naming Policy • Annual Plan 2025/26 • Reserve Management Plan
<p>Campaigns</p> <p>The following campaigns were conducted, with comprehensive coverage in the Bush Telegraph, the TDC Facebook Page, the TDC website and local radio:</p> <ul style="list-style-type: none"> • Water conservation (including community signage) • Quarterly rates reminder • Creative Communities • Grant Guru (funding opportunities) • Contestable Fund • Woodville 150th anniversary events • Waste-Ed (promotion) • Anzac Day promotion of events • Anzac Day support to district wide RSA's • Top tips for exploring the Tararua District over Easter

<ul style="list-style-type: none"> • Preferred Dog Ownership • Te ahu a Turanga – Manawatū-Tararua Highway communications planning
Projects <ul style="list-style-type: none"> • Land Stability • Universal Water Meters • Norsewood Water Treatment Plant Upgrade • Digital Spaces Equipment • Boil Water Notice Process review
TDC Website <p>The main work on the www.tararua.govt.nz website were:</p> <ul style="list-style-type: none"> • Updating of the “How much water is our town using” page • Creation of a new Citizenship page • Creation of a new Complaints & Compliments page • Creation of a Land Stability & Roading Resilience page • Creation of 3 Waters Main Renewals page • Updating the Alcohol Licensing page • Updating existing project pages • Updating forms and brochures • Consultation pages
Priorities in upcoming reporting period
<ul style="list-style-type: none"> • Local Elections planning and deliverables, (incl. Pre-election report) • Annual Plan 2025/26 consultation and wrap up • Reserves Management Plan consultation and wrap up • Communications survey • Universal water meters preparation and planning, and other project planning • Urban enhancement preparation and planning

Key risks
<ul style="list-style-type: none"> • Workload: Concurrent consultation and the absence of one team member for a period, currently on light duties/reduced hours, have increased the workload for the remaining team members. • Managing community information effectively remains a challenge. Our Communications Team is often required to follow formal processes for approvals

and ensure accuracy before publishing, which can be time-consuming. However, in the meantime, misinformation or unverified information quickly spread through the community grapevines, gaining momentum and sometimes leading to confusion within the community.

Health and Safety

None identified.

Key performance indicators

An increase in Council digital platform traffic

- **Facebook Followers:** 6,664 (previous reporting period 6,561 - up 103)
- **TDC website visitors:** 17,800 (previous reporting period 15,482 – up 2,318)

An increase in the number of submissions/feedback forms received:

- LTP 2024/34 Submissions: 502
- LTP 2021/31 Submissions: 70
- AP 2025/26 Submissions: 45
- AP 2023/24 Submissions: 136
- Super Consultation 2022 Round 2 Submissions: 48
- Super Consultation 2022 Round 1 Submissions: 173

An increase in the number of Annual Communication Survey respondents

- 2025 Communications Survey open 19 May – 20 June 2025 – no numbers available
- 2024 Communications Survey: 149 respondents

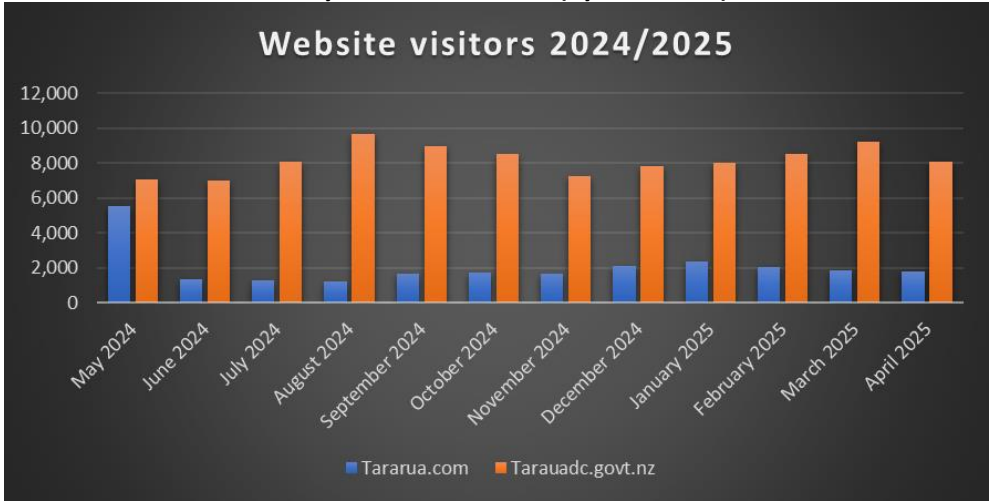
Trends

Overall, Graffiti and vandalism still feature heavily on Antenno reports to Council, and Election-related comments are beginning to increase on our Council's Facebook page and website

Trend statistics

Websites:

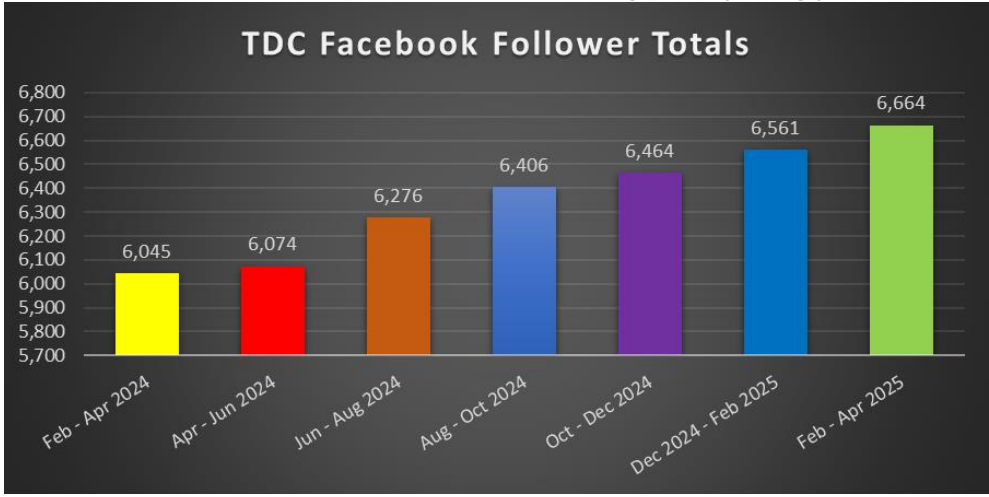
Chart 1: Total monthly number of visitors (by IP address) to our websites



Social Media (Facebook):

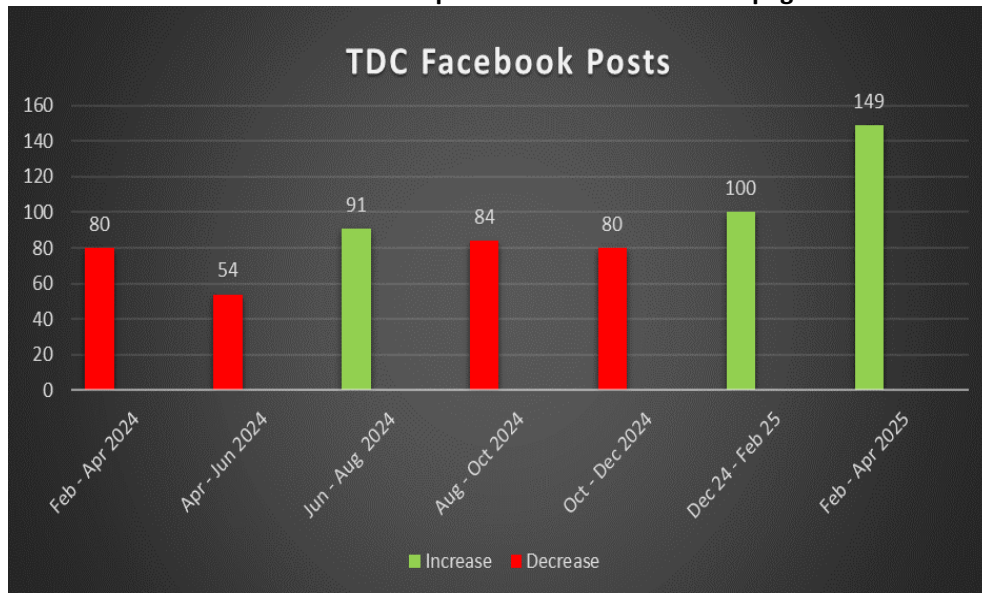
Overview: Activity remains high on our Facebook page with 123 new followers taking us to 6,664 followers (up 103) – see chart 2

Chart 2: Total of TDC Facebook followers throughout reporting periods



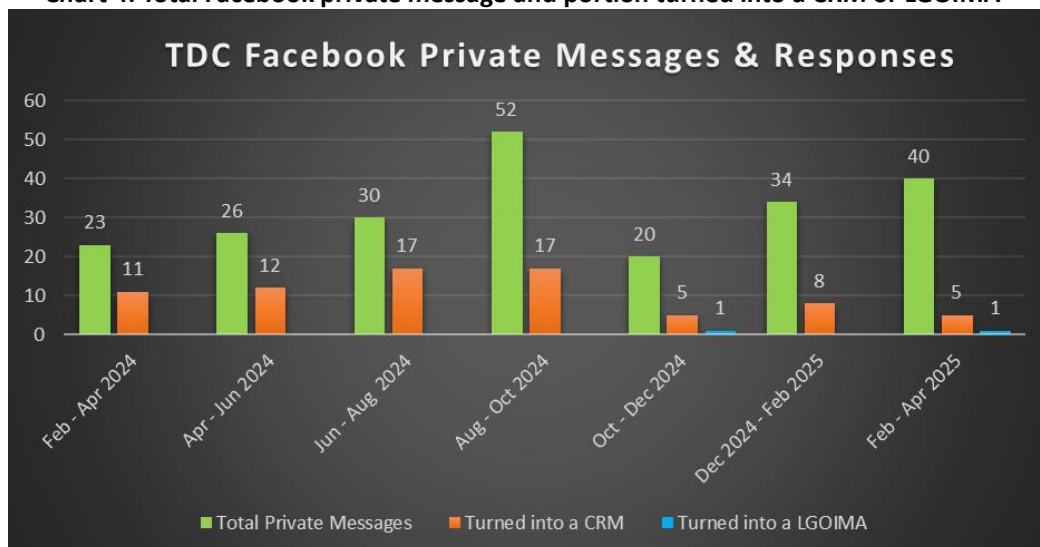
- 149 posts (up 49) – see chart 3

Chart 3: Total of TDC posts on the TDC Facebook page



- 40 private messages (all responded to)* – see chart 4
- 5 private messages classed as a CRM – see chart 4
- 1 private message classed as a LGOIMA – see chart 4

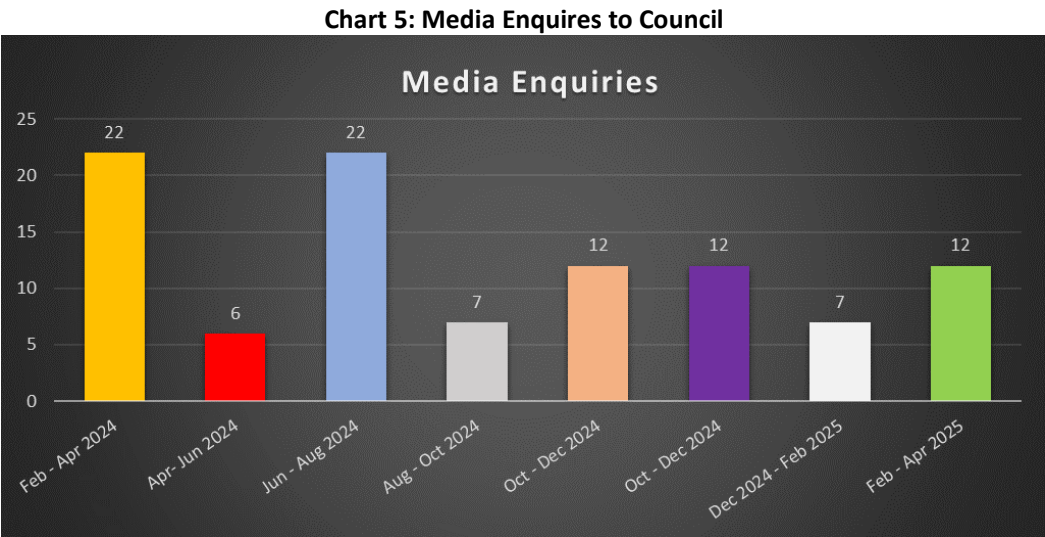
Chart 4: Total Facebook private message and portion turned into a CRM or LGOIMA*



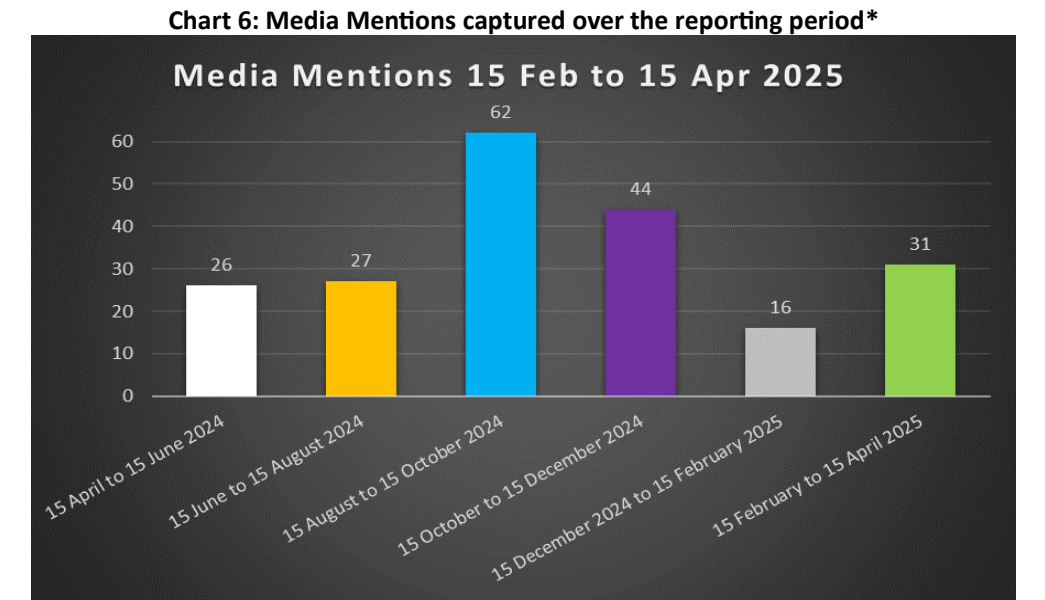
**A single private message often turns into multiple questions or responses*

Media Statistics

12 Media enquiries: Consisting of multiple questions were responded to by the team, including RNZ, Stuff, Hawke’s Bay Today and the Bush Telegraph – see chart 5.

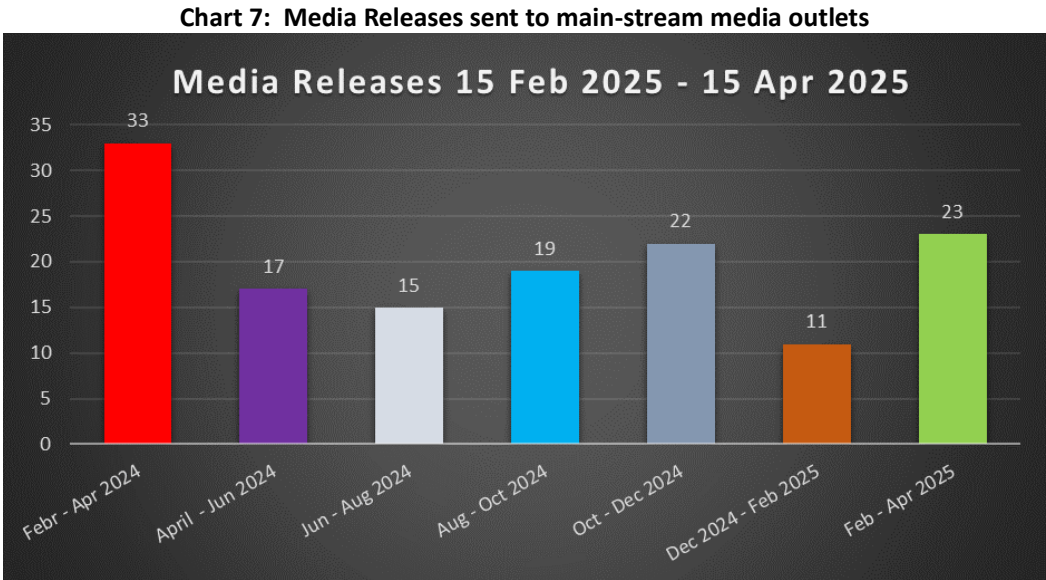


31 Media Mentions: Main-stream media and blogs concerning Tararua District Council – see chart 6.



**all sent to elected members, ELT and relevant staff*

23 Media Releases: See Chart 7



Strategic Priority	Interactive Council	
Status Report	Customer Services	
	Reporting period	01 March 2025 – 30 April 2025
	Activity Group Manager	Sandy Lowe
	Presented By	Zara Brighthouse

Activity status					
Red: Roadblocks present Orange: Potential risks Green: on track	Overall	Staffing	H&S	Levels of service	Budget
Customer Services					

Activity progress in reporting period
<ul style="list-style-type: none"> Continued support to the Revenue Team Preparation underway for: <ul style="list-style-type: none"> Rates Rebate processing Receiving 4th Rates Instalment Upcoming Dog Registration Period Transfer of Information Centre Services
Priorities in upcoming reporting period
<ul style="list-style-type: none"> Integration of Services Project - Telecommunications and Contact Centre Solution Strengthening the Customer Services capability and capacity to enhance support to wider Council Services
Key risks
None to report
Health and Safety
None to report

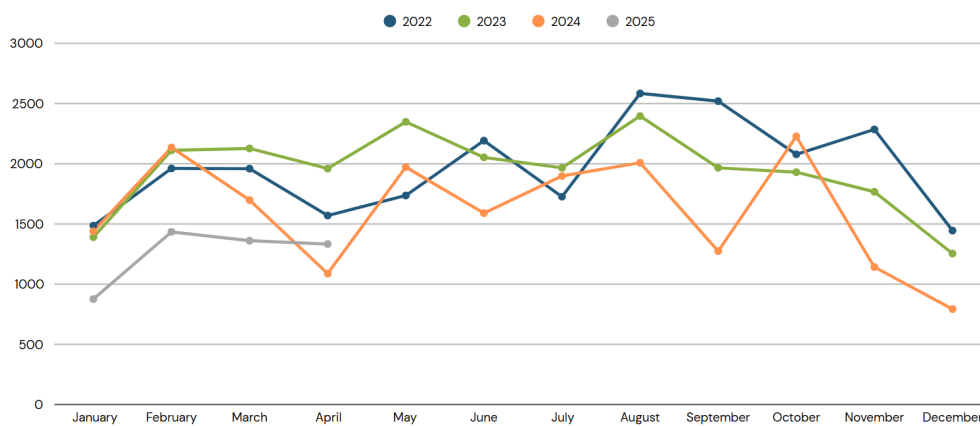
Key performance indicators

Service Centre Opening Hour %

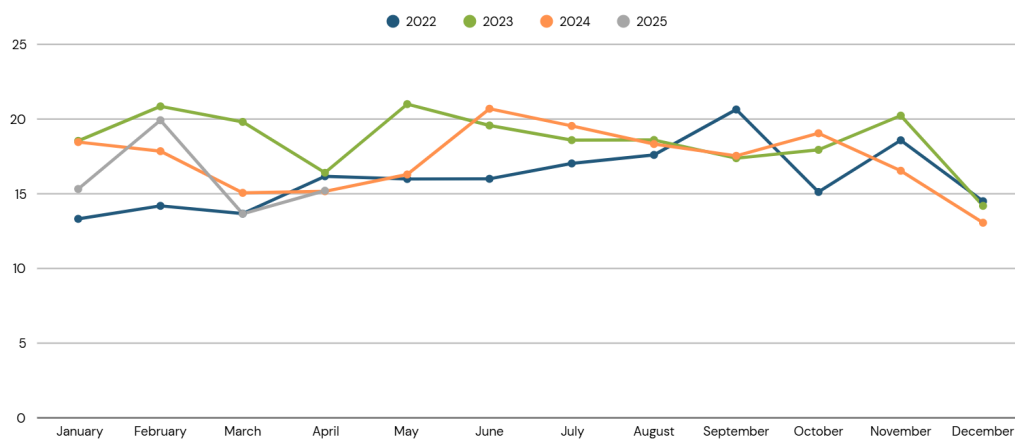


Call Statistics

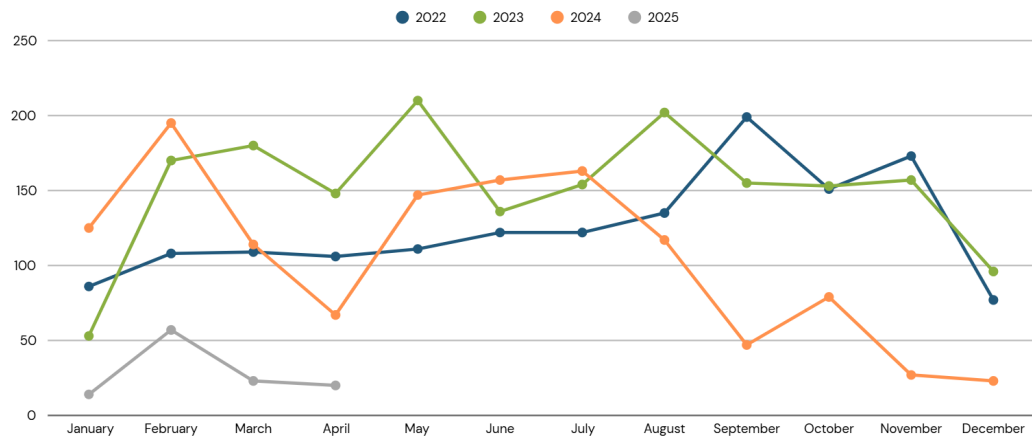
Total Calls Received



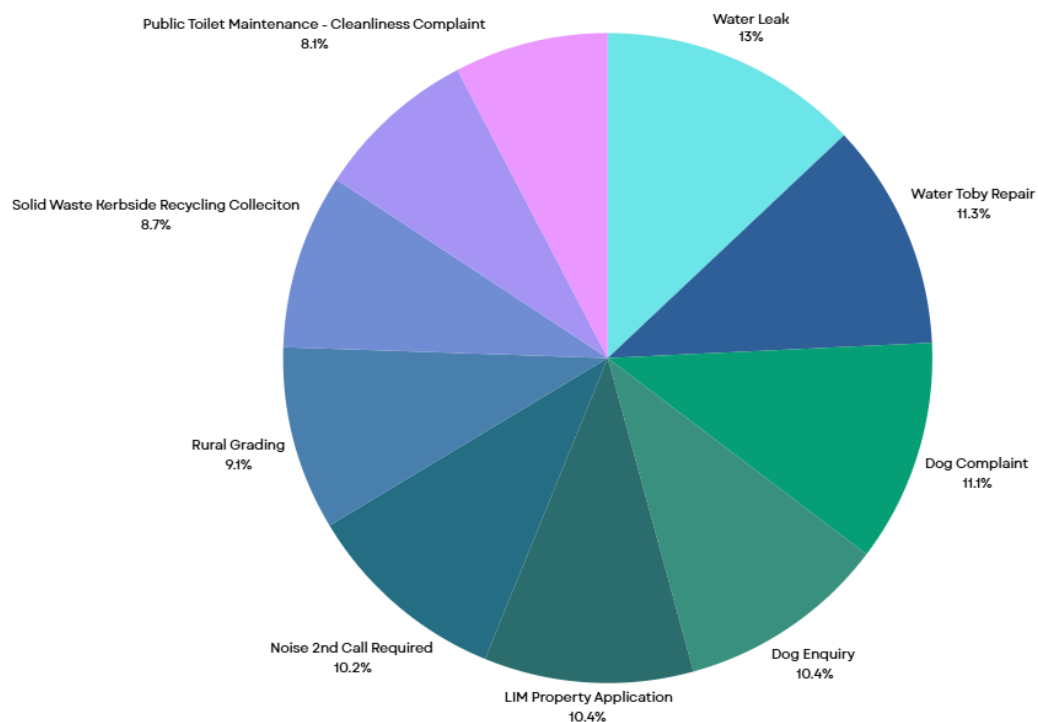
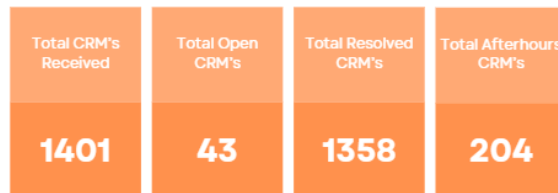
Average Wait Time (Seconds)



Abandoned Calls



CRM Statistics



Trends
None to report



Report

Date : 30 May 2025

To : Chairperson and Board Members
Dannevirke Community Board

From : Allie Dunn
Manager - Democracy Services

Subject : **Election Campaigning - Protocols for Current Elected Members**

Item No : **8.5**

1. Recommendation

- 1.1 *That the report from the Manager - Democracy Services dated 30 May 2025 concerning the Election Campaigning - Protocols for Current Elected Members be received.*

2. Reason for the Report

- 2.1 To provide information for the Board on protocols for elected members seeking re-election.

3. Background

- 3.1 The local body elections will be held on 11 October 2025.
- 3.2 The period leading up to an election is a time of high interest from members of the public, media and candidates for the election, and there will added scrutiny on current elected members that decide to seek-re-election.
- 3.3 There are protocols that exist to provide guidance to assist current elected members to balance their dual role as an elected member and as a candidate seeking election, and these are outlined in this report.
- 3.4 The “pre-election period” referred to in guidance refers to the three month period leading up to election day, that is from 11 July 2025 to 11 October 2025. However note that the protocols outlined in this report are applicable at all times.

4. Considerations

4.1 The following is a summary of the protocols that are discussed in more detail in this report:

- If you are standing for re-election, you must clearly and transparently differentiate between activities conducted as an incumbent elected member (e.g. business as usual activities) and activities conducted while campaigning for re-election.
- Resources owned by the Council and made available to you should only be used for Council purposes. The use of Council resources for election purposes is unacceptable. This includes Council-owned computers, mobile phones, social media channels, email addresses, publications, logo and branding, Council-taken photos.
- There can be no campaigning or electioneering in Council Chambers, in Council, Committee or Community Board meetings, or on Council premises (except for those venues available for public hire).
- Council-run social media accounts are considered Council resources and must remain politically neutral.

4.2 Continuation of Council Business

The normal business of Council continues during the pre-election period. Incumbents seeking re-election must balance and differentiate between these two roles.

Leading up to the election, the Mayor and Councillors continue to have the right and responsibility to govern and to make decisions. For Community Board members, they continue to have the responsibilities for their role of representation and advocacy and undertaking the roles delegated to them by the Council.

However, all elected members need to be mindful of the increased level of media and public scrutiny during this period and make a clear and transparent distinction between your activities as an elected member and your activities as a candidate.

4.3 Use of Council Resources

A local authority must not promote, nor be perceived to promote, the re-election prospects of a sitting member. The use of Council resources for re-election is unacceptable.

Council would be directly promoting an incumbent's re-election prospects if it allowed incumbent elected members to use Council resources explicitly for campaign purposes. This includes all Council communications facilities (such as

Council branding, stationery and postage, social media channels and communication devices).

To remove any perception that the Council is helping incumbents to promote their re-election prospects over other candidates, it is usual practice to restrict Council communications during the pre-election period to ensure regular columns in local media are limited to what is strictly necessary to communicate current Council business. Comments or quotations from the Mayor or Chairpersons may continue to be used in media releases setting out the Council's position on an issue (for example where a decision has been made at a Council or committee meeting) with officers commenting on or issuing media releases if necessary.

Your contact information currently published on the Council's website will still be available so your constituents can continue to contact you about Council business. However, for elected members that have a Council-supplied email address or mobile phone, these cannot be used for electioneering purposes. If you are contacted by someone on either of these channels, you must reply from your personal email address or your personal mobile phone. Care needs to be taken by councillors that claim the allowances for mobile phone or telephone/toll charges that any election/campaign related use is not being subsidised by the Council-paid allowance.

4.4 Social Media

Council's social media channels are Council resources and must remain politically neutral during the election. Elected members seeking re-election must not comment on, share or otherwise use Council social media channels for electioneering.

Council's social media channels will remain neutral at all times. Council will promote elections and the importance of voting, but will not associate these posts with any candidates.

For the period leading up to the election:

- Council's social media channels cannot be used for electioneering by candidates or members of the public – these channels will be constantly monitored and strictly enforced
- Any post – positive or negative – made by any individual specifically relating to their own or someone else's nomination, intention to run for Council, or election campaign, will be removed
- Council's social media channels will remain neutral. Council will promote elections and the importance of voting but will not associate these posts with any candidates
- Council's social media channels will unlike / unfollow all candidate social media channels

- Candidates must not link their own social media channels (if they are used for campaigning purposes) to the Council's social media channels.
- Remember that candidate social media channels must contain the appropriate authorisation – under section 113-115 of the Local Electoral Act 2001 all election advertising, using any media, including social media, must identify the person under whose authority they have been produced. This means each advertising item such as posters, adverts, signs, billboards, flyers, vehicle signage, websites, Facebook pages must include a statement saying that it is authorised by the candidate or agent e.g. "authorised by Jo Citizen, 20 Main Street, Tinseltown." This authorisation must be clearly visible on any campaigning material including signs and billboards. It must be included on every item of campaigning material.
- Council's social media posts and campaigning – how does it work?
 - No posting on Council pages / accounts
 - No comments / replies on Council pages
 - No mentions with a tag (e.g. @TararuaDistrictCouncil)
 - No picture tagging
 - No rating or reviewing Council pages or posts
 - YES – you can take a Council post and send to your audience with comments.
- Note it is illegal to post a photo of your completed voting paper on Facebook.

4.5 Availability of Information

Elected members will have access to the information they need to discharge their roles as incumbents and their Council contact information will still be publicly available. However, Council officers will not provide assistance with electioneering activities.

You will continue to be supported in your role as an incumbent elected member. However, information requests should be clearly related to Council business and not for re-election purposes.

Information requests for election purposes are welcome. However, these need to be made via the official channels for making requests for official information and will be responded to in accordance with the Local Government Official Information and Meetings Act 1987. The Tararua District Council is committed to promoting openness and transparency in its dealings, and makes a large amount of information available through our website.

However, if you cannot find the information you want, please contact us by:

- Phoning our Customer Service Team: 06 374 4080 (north) or 06 376 0110 (south)

- Asking in person at our Customer Service Centres
- Emailing: info@tararua.govt.nz
- Posting your request to: Manager - Democracy Services, Tararua District Council, PO Box 115, Dannevirke 4942

Where the Council supplies information that is not already in the public domain to a candidate, the Council will consider the broader interest in this information alongside the requirement that Council resources are not used to give an electoral advantage to any candidate, and at its discretion will make this information available to all other candidates.

5. Conclusion

- 5.1 The purpose of this report is to provide guidance to any elected member contemplating seeking re-election, to ensure you are informed about the need to keep your business as usual role as an elected representative, separate from your additional role as a candidate seeking re-election.
- 5.2 For any elected member seeking re-election, it is the individual's responsibility to ensure that your behaviour falls within these guidelines.
- 5.3 If you are unsure as to whether a particular action or request is in breach of these protocols, you are encouraged to seek advice from the Electoral Officer (Warwick Lampp of electionz.com) or Deputy Electoral Officer (Allie Dunn, Tararua District Council via elections@tararua.govt.nz)

Attachments

Nil.



27 May 2025

KiwiRail
PO Box 593
Wellington 6140
contactus@kiwirail.co.nz

Dear Sir/Madam,

Fencing on Railway Land

The Dannevirke Community Board would like to acknowledge your prompt attention and thank you for repairing the permanent fencing on railway land on the corner of Gordon Street and Hall Street Dannevirke.

Yours sincerely,



Patrick Walshe
Chairperson

Dannevirke Community Board



23 May 2025

Dave Chadwick
Moastone
Ormondville Te Uri Road
RD7
Dannevirke

Dear Dave,

Road name change proposal

We acknowledge receipt of your letter regarding the road name change proposal. This has been presented to the Dannevirke Community Board on 19 May 2025 and it was advised to begin the process by lodging this as a Customer Request in our system, which has been actioned 23 May 2025.

Yours sincerely

Simone Anthony
Democracy Support Officer

Tararua District Council · Dannevirke · Woodville · Pahiatua · Eketahuna

PO Box 115 26 Gordon Street Dannevirke 4942 Tararua Tel: 06 374 4080 Fax: 06 374 4137 email: info@tararua.govt.nz