



Eketāhuna Community Board

Notice of Meeting

A meeting of the Eketāhuna Community Board will be held in the Eketāhuna War Memorial Hall, corner of Jones Street and State Highway 2, Eketāhuna on **Monday 9 June 2025** commencing at **10:00 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 Eketāhuna Community Board meeting held on 12 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	10
	<i>Recommended</i>	
	<i>That the report from the Tararua District Council extraordinary meeting held 21 May 2025, and the meeting held 28 May 2025 be received.</i>	
8.	Reports	
8.1	Draft Urban Enhancement Strategy	29
8.2	Consultation on Tararua District Reserves Management Plan and Supporting Information	33
8.3	Consultation on Draft Freedom Camping Bylaw 2025	39
8.4	Management Report	45
8.5	Portfolio Programme Project Report	87
8.6	Eketāhuna Community Plan	105
8.7	Election Campaigning - Protocols for Current Elected Members	113
9.	Reports from Board Representatives Appointed to Organisations and Assigned Responsibilities	
10.	Correspondence	
11.	Public Excluded Items of Business	
	<i>Recommendation</i>	
	<i>That the public be excluded from the following parts of the proceedings of this meeting, namely:</i>	

Confirmation of Minutes

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

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

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

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

- 12. Chairperson's Remarks**
- 13. Items not on the Agenda**
- 14. Closure**



Eketāhuna Community Board

Minutes of a meeting of the Eketāhuna Community Board held in the Eketāhuna War Memorial Hall, corner of Jones Street and State Highway 2, Eketāhuna on Monday 12 May 2025 commencing at 10:00 am.

1. Present

Board Members: S C McGhie (Chairperson), L J Barclay, E E Chase, and Cr M F Long

In Attendance

Mrs K Tani	-	Group Manager – Strategy and Community Wellbeing (via Teams)
Mrs S Fountaine	-	Community Engagement Officer
Mrs A Dunn	-	Manager – Democracy Services
Mrs S Anthony	-	Democracy Support Officer

2. Apologies

That the apologies from Member T M Carew be approved and leave of absence granted for the meeting.

Barclay/Chase

Carried

3. Public Forum

Nil

4. Presentation

4.1 Presentation – Sport Tararua

Raylene Treder of Sport Tararua expressed that she wished to introduce herself to the Board as the newly appointed Tararua Community Connector covering maternity leave, and gave an overview of her responsibilities within the role noting her involvement in local sports awards and supporting local sports clubs.

She offered an invitation to the Board to contact her if there were any new initiatives for local community sports, and she would be willing to offer support. Sport Manawatu have links to many different services which can be leveraged on. She advised that Sport Manawatu goes into schools with the Healthy Active Learning programme and is scheduled to be at Eketāhuna School in the very near future.

5. Notification of Items Not on the Agenda

Apology from Mike Long regarding ANZAC Day

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

Nil

7. Confirmation of Minutes

That the minutes of the Eketāhuna Community Board meeting held on 14 April 2025 (as circulated) be confirmed as a true and accurate record of the meeting.

Chase/Long

Carried

8. Introduction of new Community Engagement Officer

Sarah Fountaine, the newly appointed Community Engagement Officer – Strategy and Community Wellbeing for the Tararua District Council, introduced herself to the Board and gave a brief overview of her responsibilities stating that she is currently transitioning into the role from her previous Council role. The Board requested further information on the development of the Eketāhuna Community Plan that had been worked on by Sarah's predecessor. The Board advised that the community had provided feedback which needed to be added into the Community Plan draft before completion. It was requested that the Community Engagement Officer locate the community feedback and present it at the next Board meeting for further discussion.

9. Tararua District Council Report

9.1 Report from Tararua District Council

The Board was urged to make a submission on the Tararua District Council Draft Annual Plan 2025 and the final date for submission is 15 May 2025.

That the report from the Tararua District Council extraordinary meeting held 9 April 2025, and the meeting held 30 April 2025 be received.

10. Reports

10.1 Portfolio Programme Project Report

The Eketāhuna Community Board considered the report from the Manager – Democracy Services dated 5 May 2025 that provided an update on the capital programme and key project statuses as reported to the Infrastructure, Climate Change and Emergency Management Committee on 16 April 2025.

Further clarification was sought regarding page 40 of the agenda regarding Urban Design where it was stated that Eketāhuna had opted out and would be contacted regarding further engagement. The Board advised they were not aware of opting out and requested further information on the urban design strategy be presented at the next meeting.

That the report from the Manager - Democracy Services dated 05 May 2025 concerning the Portfolio Programme Project Report be received.

*Long/Chase**Carried*

10.2 Management Report

The Eketāhuna Community Board considered the report from the Democracy Support Officer dated 7 May 2025 that provided an update to the Board on key activities and items of interest from the Infrastructure, Climate Change and Emergency Management Committee over the period 8 March 2025 to 4 April 2025.

Further clarification was sought regarding the contamination of recycling bins and what this meant specifically. It was advised that the contamination may occur from unclean recycling items, no removal of lids from the bottles, and other waste being disposed of in the bins, this has consequences during the processing of the recycled items.

That the report from the Democracy Support Officer dated 07 May 2025 concerning the Management Report be received.

*Barclay/Long**Carried*

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

Nil

12. Correspondence

12.1 Eketahuna Our Town AGM Minutes March 2025

It was advised that funding had been received for the playground sails.

There was a suggestion from the Board to include the Eketāhuna Radio Station minutes in future Eketāhuna Community Board agendas and also forward on to Eketāhuna Our Town.

13. Public Excluded Items of Business

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

Nominations for Alf Rowden Humanitarian Award

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

<i>General subject matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
<i>Nominations for Alf Rowden Humanitarian Award</i>	<i>To protect the privacy of natural persons</i>	<i><Section (1)(a)(i)</i>

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

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

Long/Barclay

Carried

The meeting went into public excluded session at 10:30am and resumed open session at 10:43am.

14. Chairperson's Remarks

Nil

15. Items not on the Agenda

Not discussed.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 10:43am.

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

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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



Report

Date : 4 June 2025

To : Chairperson and Board Members
Eketahuna 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 12 May 2025 concerning the Draft Urban Enhancement Strategy be received.*

2. Reason for the Report

- 2.1 To provide information to the Eketāhuna 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 Eketāhuna 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 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 will be brought to the Board's meeting for members to share within the community.
- 7.5 The Community Board is also encouraged to make a submission.

Attachments

Nil.



Report

Date : 4 June 2025

To : Chairperson and Board Members
Eketahuna Community Board

From : Simone Anthony
Democracy Support Officer

Subject : **Consultation on Tararua District Reserves Management Plan and Supporting Information**

Item No : **8.2**

1. Recommendation

That the report from the Democracy Support Officer dated 04 June 2025 concerning the Consultation on Tararua District Reserves Management Plan and Supporting Information be received.

2. Reason for the Report

2.1 To provide information to the Board on the consultation on the draft Tararua District Reserve Management Plan.

3. Background

3.1 The Council manages parks, reserves and other open space held under the Reserves Act 1977 and Local Government Act 2002.

3.2 The Reserves Act 1977 (the RA) requires reserve management plans be developed for most types of reserves administered by the Council. Dannevirke Domain and Akitio Reserve are currently the only reserves with existing reserve management plans.

3.3 The draft Tararua District Reserve Management Plan (draft RMP) was prepared following the process in section 41 of the Reserves Act. This included the first round of consultation in September/October 2023 and consultation with Iwi and key stakeholders.

- 3.4 83 parks and reserves are covered by the draft RMP. The scope of the draft plan is shown below:

In Scope	Out of scope
<ul style="list-style-type: none"> • Most land held under the Reserves Act 1977 • Land used for parks or recreation held under the Local Government Act 2002 	<ul style="list-style-type: none"> • Crown owned land for which there is no management agreement, and the council does not wish to advocate for such agreement e.g. marginal strips. • Local purpose (cemetery) reserves • Land subject to treaty settlement

- 3.5 The final RMP once adopted will:

- replace existing reserve management plans for Dannevirke Domain and Akitio Reserve,
- provide a policy framework to manage use, protection and development of parks and reserves across the District,
- ensure council complies with the requirements of the RA to have a reserve management plan for most types of reserves held under the Act.

- 3.6 Staff have engaged with representatives from both Rangitāne and Ngāti Kahungunu multiple times to discuss the content and process for the development of the draft RMP. Iwi provided feedback on various aspects of the plan which has helped develop the draft.

- 3.7 Key areas of feedback and input from Iwi related to:

- Scope of the plan,
- Mana whenua partnerships and Te Ao Māori in reserve management,
- Cultural appropriateness and proposals on reserves,
- Cultural heritage and accidental discovery protocols,
- Water,
- Biodiversity and native species,
- Signage and interpretation.
- Ashes, Whenua and Pito.

3.8 The consultation period runs from 14 April 2025 to 20 June 2025.

4. Discussion and Considerations

4.1 The responsibilities of the 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 Tararua District Reserves Management Plan.
2. Make submissions or provide feedback on local issues and local aspects of district issues included in the Tararua District Reserves Management Plan.
3. In respect of the Tararua District Reserves Management 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 Community Board with meeting its responsibilities.

5. Engagement with Domain Boards

5.1 Domain Board representatives met with the Facilities Manager in July 2023 to discuss the Reserves Management Plan.

5.2 A survey was then sent to the Domain Boards to inform the drafting of the management plan, which 13 Domain Boards completed. Feedback largely consisted of operational matters. Key themes of the feedback included:

- Value of reserves/domains,
- Plant pest management,
- Vandalism,
- Desire for improved maintenance,
- Desire for more promotion of their reserves.

6. Public Consultation

- 6.1 Notification of public consultation on the intention to prepare the reserve management plan was undertaken between September and October 2023.
- 6.2 Information about the consultation went live on the Tararua District Council's (the Council) website on 31 August 2023, with a public notice also appearing in The Bush Telegraph on 4th, 11th and 25th of September 2023.
- 6.3 The consultation was also advertised via Facebook and the news section on the Council's website and sent to key stakeholders such as clubs and sports groups directly. The closing date for feedback was 8 October 2023.
- 6.4 Feedback was received from 19 individuals. Reserve specific feedback was largely operational in nature and related to the following five reserves:
- Umutaoroa Reserve,
 - Mangatoro Reserve,
 - Ferry Reserve,
 - Haumua Hall,
 - Pahiatua Scenic Reserve.
- 6.5 Overall, the main themes from public feedback were:
- Improved recreational opportunities
 - Biodiversity, ecology and conservation
 - Significance of culture and heritage
 - Responsible Freedom Camping
 - Cultural and community connection
 - Financial transparency and maintenance accountability
 - Protection of access points
 - Environmental and safety issue
 - Maintenance improvements
 - Infrastructure and safety concerns
 - Protection and enhancement of natural spaces.

7. Conclusion

- 7.1 Consultation and engagement with the community started on 14 April 2025; with the closing date for feedback from the community being 20 June 2025, being open for two months in accordance with the RA.
- 7.2 It is anticipated that the hearings will be held in June or early July 2025, with the council considering recommendations on submissions and approving the final plan in August/September 2025.
- 7.3 Consultation documents will be brought to the Board's meeting for members to share within the community. The Board is encouraged to view the Tararua District Council Website's Consultation page to access Appendix 5 – Reserve Park Maps and also to access the Frequently Asked Questions.
- 7.4 The Community Board is also encouraged to make a submission.

Attachments

Nil.



Report

Date : 4 June 2025

To : Chairperson and Board Members
Eketahuna Community Board

From : Simone Anthony
Democracy Support Officer

Subject : **Consultation on Draft Freedom Camping Bylaw 2025**

Item No : **8.3**

1. Recommendation

- 1.1 *That the report from the Democracy Support Officer dated 04 June 2025 concerning the Consultation on Draft Freedom Camping Bylaw 2025 be received.*

2. Reason for the Report

- 2.1 To provide information to the Board on the consultation on the draft Freedom Camping Bylaw 2025.

3. Background

- 3.1 Council has received funding from the Ministry of Business, Innovation and Employment (MBIE) to develop a Freedom Camping Bylaw, and for signage after the bylaw has been adopted. The deadline for adoption is August 2025.
- 3.2 A bylaw enables Council to effectively enforce rules addressing the negative impacts of freedom camping in the Tararua District.
- 3.3 All domains in Tararua District, except Ormondville Domain, are under the management and control of Council. The Council encourages voluntary community support through domain and reserve committees that operate autonomously to maintain such facilities on its behalf. A local elected board administers Ormondville Domain on the Council's behalf

4. Discussion and Considerations

- 4.1 The responsibilities of the 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 Tararua District Reserves Management Plan.
 2. Make submissions or provide feedback on local issues and local aspects of district issues included in the Tararua District Reserves Management Plan.
 3. In respect of the Tararua District Reserves Management 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 Community Board with meeting its responsibilities.

5. Correction

- 5.1 In the report to the Council on 26 March 2025 officers advised that any site not named in a schedule to the bylaw (stating restrictions on specific areas) would be prohibited sites for freedom camping. This does not meet the requirements of the Freedom Camping Act and will not be actioned.
- 5.2 Section 12 of the Freedom Camping Act 2011 states that bylaws must not absolutely prohibit freedom camping.
- 5.3 See section 7 below for specific information about proposed prohibited areas.

6. S11 of the Freedom Camping Act

- 6.1 This section requires Council to be satisfied that a bylaw is the most appropriate and proportionate way of addressing the perceived problem.

The draft Freedom Camping Bylaw is an appropriate and proportionate way to address freedom camping in the Tararua District in order to:

- a) Protect local authority areas;
- b) Protect the safety of people who may visit local authority areas;
- c) Protect access to local authority areas.

- 6.2 Also, that the bylaw is not inconsistent with the New Zealand Bill of Rights Act 1990.

The NZBORA sets out specific rights and freedoms which are protected by legislation. The NZBORA states that the rights and freedoms covered by the Act, *may be subject only to such reasonable limits prescribed by law as can be demonstrably justified in a free and democratic society.*

The draft bylaw is designed to regulate activities in public places only as far as necessary to ensure the area is protected, the health and safety of people who may visit the area are protected, and to protect access to the area. This bylaw does not unreasonably interfere with any of the rights in the New Zealand Bill of Rights Act 1990.

7. Relationship of this bylaw with other Tararua District Council Bylaws

- 7.1 Council's Traffic and Road Use Bylaw (to be adopted on 30 April) covers stopping, standing and parking, and heavy vehicles. These will apply to freedom camping vehicles.

- 7.2 Council's Public Places Bylaw covers the following matters in public places:

- Nuisance
- Obstruction, disturbance or interference of access;
- Recklessness with may be intimidating, objectionable, dangerous, injurious to any person.
- Damage
- Contravention of Council conditions regulating the use of that place.
- Discharging or leaving effluent, waste, offensive or dangerous substances.
- Wondering animals.
- Operating or driving a vehicle on a beach, sand dunes or wetland area.
- Beach access.
- Litter.
- Scattering ashes.
- Lighting fires.

8. Key Matters in the Freedom Camping Bylaw

- 8.1 **Prohibition of self-contained freedom camping**

- 8.1.1 Section 10 (1) of the Freedom Camping Act 2011 states that freedom camping in a tent or other temporary structure or in a self-contained vehicle is permitted in any local authority area unless it is restricted or prohibited in that area. Refer to schedules.
- 8.1.2 Section 10 (2) of the Freedom Camping Act 2011 states that freedom camping using a motor vehicle that is not self-contained is permitted in a local authority area only if it is permitted in that area. Refer to Schedule 2.
- 8.1.3 Section 10 (3) allows for the restriction or prohibition of freedom camping:
- in a bylaw made under s11 (*which this bylaw is*); or
 - in the case of a self-contained motor vehicle, by the limit placed on the maximum number of people for which the vehicle is certified; or
 - under any other legislation.
- 8.1.4 The proposed prohibition to freedom camping in 50kmph speed zones (National Speed Limit Register NSLR) encompasses residential, commercial and industrial zones and therefore the general public's ability to access homes, goods and services, in accordance with the Freedom Camping Act s11 (2) (a) (iii) and to do so safely in accordance with the Freedom Camping Act s11 (2) (a) (ii).
- 8.1.5 The proposed prohibition to freedom camping in cemeteries and playgrounds is consistent with the Freedom Camping Act s11 (2) (a) (iii) in protecting access those areas by users of those areas.

8.2 **Restricted Areas**

- 8.2.1 The proposed restrictions to specific areas, named in Schedule 2 of the draft bylaw, are designed in accordance with the Freedom Camping Act s11 (2) (a) and considering the information provided by engagement survey respondents.

9. **Consultation**

- 9.1 Consultation is required by s11B (3) of the Freedom Camping Act and Council's Significance and Engagement Policy.
- 9.2 Council fulfils the requirements of s82 and 83 of the Act by doing the following:
- Publishing a public notice relating to consultation on the draft bylaws, including information on where to access the statement of proposal and how to provide feedback;
 - Make copies of the draft bylaw, the statement of proposal and submission forms available on Council's website, at Council's service centres and libraries for the duration of the consultation period;
 - Provide those interested with an opportunity to present their views to the Council in person at a Hearing.

- And all other requirements of those sections.

9.3 The consultation period is from Monday 19 May to Friday 20 June 2025

10. Conclusion

10.1 This report relates to the new draft Freedom Camping Bylaw. This bylaw was developed in order to regulate activities pertaining to freedom camping in Tararua District.

10.2 The proposed consultation period is from Monday 19 May until Friday 20 June 2025, and the hearing of submissions will be held 9 July 2025.

10.3 Consultation documents will be brought to the Board meeting for members to share within the community.

10.4 The Community Board is also encouraged to make a submission.

Attachments

Nil.



Report

Date : 4 June 2025

To : Chairperson and Board Members
Eketahuna 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 from the Infrastructure, Climate Change and Emergency Management Committee meeting held 21 May 2025 with information covering the period 12 April to 10 May 2025, and from the Community Development and Wellbeing Committee meeting held 4 June 2025.

3. Background

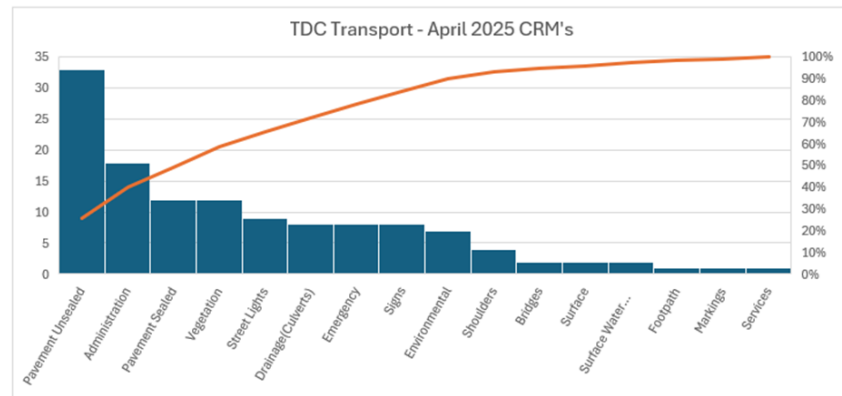
- 3.1 As part of the scope of functions and authority delegated by the Council to the Eketāhuna Community Board, the Board has the responsibility for maintaining an oversight of the level of service concerning the facilities and activities provided within the Board's geographical area and make submissions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

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

4. Transport

4.1 Transport Operational Delivery Management Overview

Customer Requests

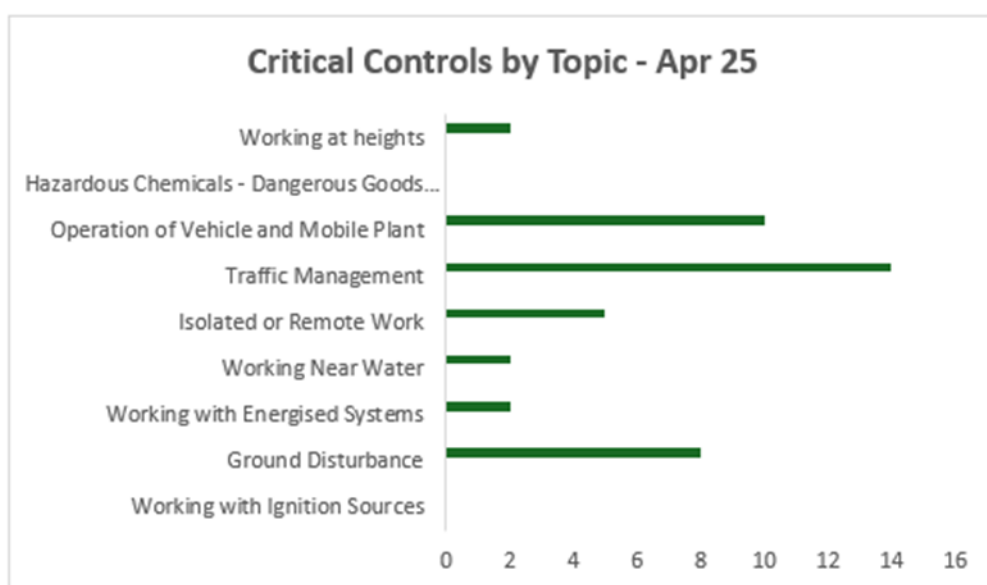
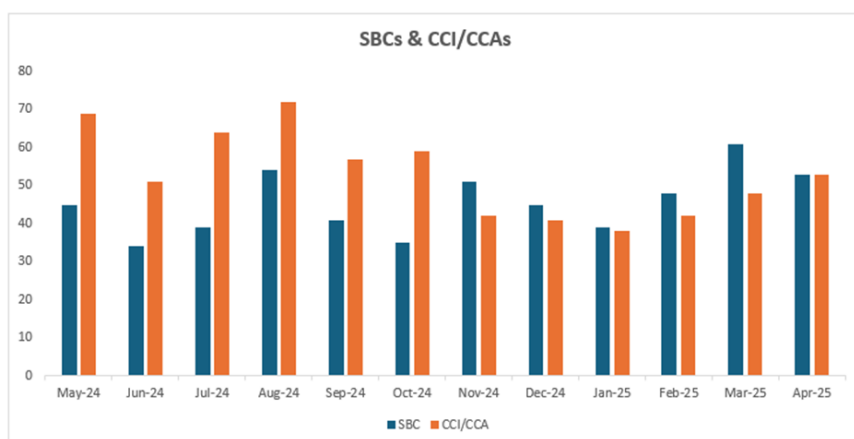


128 CRMs were received for the month of April with 35 resolved. 25 of CRMs required no action.

Tararua Alliance Zero Harm Performance Summary

Item	April 2025	FYTD
Total Incidents Reported	2	23
Near Misses	0	2
HiPo/Serious Harm	0	1
TRIFR	0	-
Recordable Injuries	0	0
Cardinal Rule Breaches	0	1
Incidents Involving a Critical Risk	0	19
Working Hours	36481	428071

The Alliance continues its positive trend relating to zero harm. There were two incidents reported in April which were minor plant damage. Near miss reporting is an area for improvement. Although there has been improvements in near miss reporting from January to March, there has been no near misses reported in April.



In April, the Tararua Alliance achieved 100% of the target safety behaviour conversations (SBCs) and Critical Control Inspection/Audit (CCI/CCAs). The focus of the month's inspections and audits were mobile plant movement, traffic management and ground disturbance.

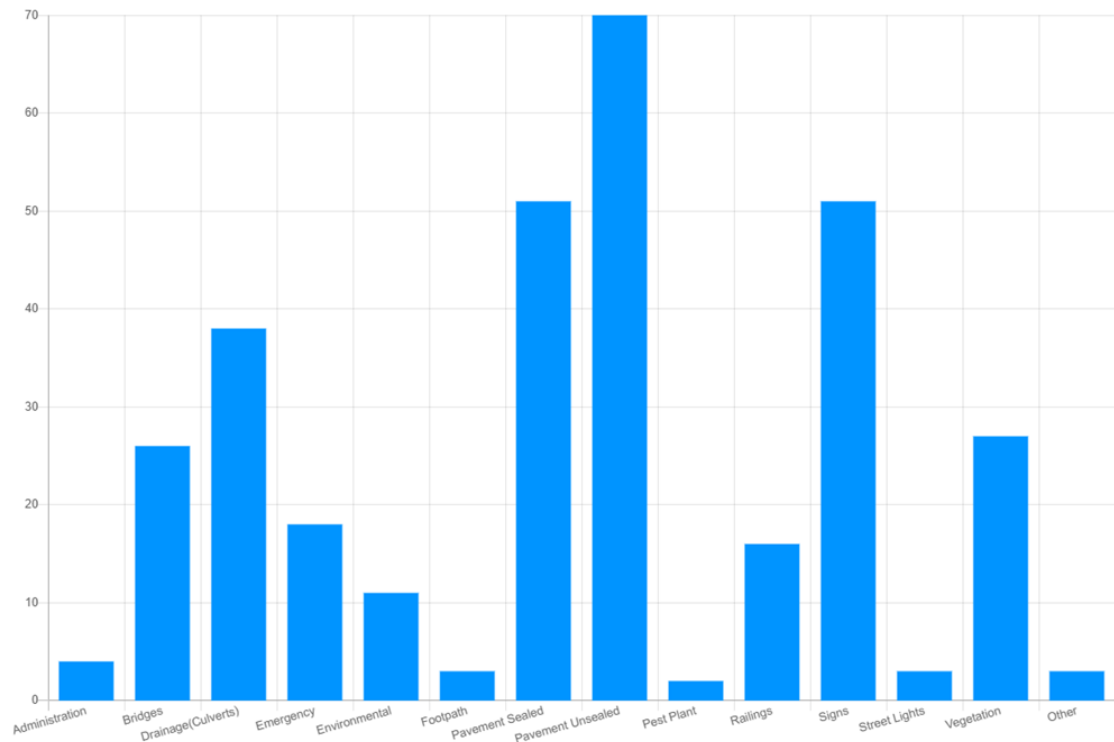
4.2 **Maintenance Overview**

Maintenance Delivery Overview

As we approach winter, we are planning on undertaking intervention works by programming culvert inlet and outlet clearing followed by jet blasting through the Southern end of route 52 from the boundary toward Pongaroa and Pa Valley through to Mangaone Valley roads. We currently have 41 identified culverts that need attention on these roads.

We are actively managing the network where we are seeing spikes in sealed and unsealed potholes, which is common for this time of the year. There has been some recent training rolled out to try and reduce the frequency of repetitive visits

to the same pothole for multiple repairs, though investing a little more to gain a better overall result and long term saving.



Routine Maintenance

- 38 Culverts cleared
- 79 potholes
- 348 cubic meters maintenance metal
- 108km of grading

4.3 Renewals Overview

Reseal Delivery

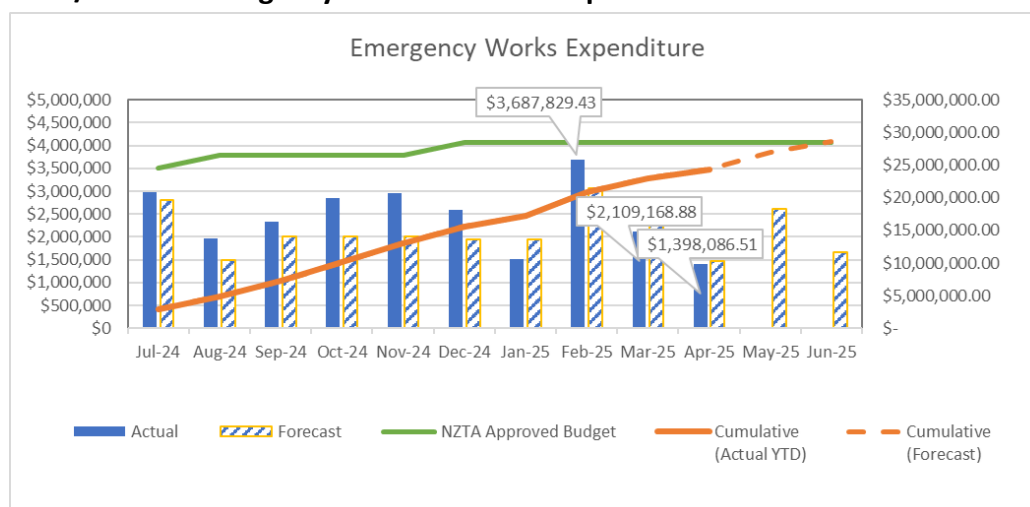
The 2024/25 reseal programme has now been completed with the team completing 420,000m² (65km) of re-seals in the 24-25 Financial year.

Rehabilitation Planning

We are currently ratifying next season's Rehabs. Onsite validation of historical and current faults are being assessed for severity and validation for rehabilitation and renewal. Once this is complete, the sites will be driven over with NZTA on the 20th and 21st May for inspection once approved we can start the design

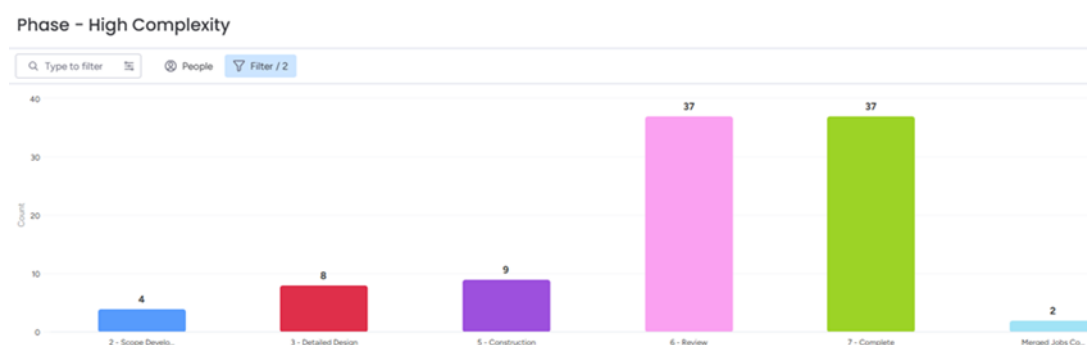
4.4 Emergency Works Recovery

2024/25 FY – Emergency Works Forecast Expenditure



Total Approved Emergency Works Funding (2024/25) (NZTA Work Category 141)	\$28,423,502
2024/25 Spend to Date (end of April 2025)	\$24,365,708
Expenditure in April	\$1,398,086

Current High Complexity work phase for 2024-2025 programme



Progress since March 2025 is depicted below (snapshot taken 9th May 2025). There were no jobs in approval startup during the month of April.

Phase	March number	April number	Change
Scope development	10	4	-6
Detailed design	7	8	1

Phase	March number	April number	Change
Approval/startup	0	0	0
Construction	6	9	3
Review	49	37	-12
Complete	25	39	14
On hold	5	5	0

5. 3-Waters

5.1 Wastewater

Wastewater Treatment Programme Upgrades

Key upgrade projects are discussed within the project sheets.

Trade Waste

The Trade Waste Bylaw is now adopted. We are now working through the review of fees and charges and are organising a delivery approach.

Further work is being undertaken to ensure that our mechanism for charging is robust and considerate of our ongoing operations. Once we have established a proposal we will bring this back for discussion with council.

Proposed new Wastewater Standards

Proposed Wastewater Standards would affect the WwTPs in the Tararua district.

<https://korero.taumataarowai.govt.nz/regulatory/wastewater-standards/>

TDC is required to provide Horizons Regional Council with an update outlining the proposed upgrades. As the Wastewater Specialists have already completed comprehensive reviews of our wastewater systems and have played a key role in shaping our current upgrade programme, we have now received a proposal from them that outlines the following.

Under the current “effects based” consenting under the Resource Management Act (1991), consent conditions are heavily influenced by the measured effects of each individual discharge on the environment, and the length of consents would be determined by Regional Councils, up to the maximum of 35 years. However, Taumata Awowai has published a discussion document on Proposed Wastewater Environmental Standards (“proposed standards”) which, if adopted, would simplify wastewater treatment plant consenting by:

- Stipulating the required discharge quality based on the method of treated effluent discharge (to river, ocean or to land) and the degree of dilution

available (“Low”, “Moderate”, or “High” for discharges to flowing freshwater).

- Guaranteeing a 35-year duration for resource consents relating to municipal WwTPs.

The consultation period for feedback on these proposed standards closed on 24th April 2025. The Taumata Arowai website currently indicates that the final standards will be implemented in August 2025, however, given delays in the process to date, the extensive feedback that Taumata Arowai has received on the proposed standards, and the complexity of the issue, we consider delays to this timeframe are likely.

5.2 **Consenting and Compliance**

All Water Safety Plans for our Water Supplies have been reviewed and are being finalised. We aim to have this finalised by the end of the 16th May.

We received from Horizons:

- Abatement Notice 1495 to undertake flow meter verifications at the water abstractions that relate to the Eketāhuna Municipal Water Treatment Plant.
- This Abatement notice relates to the installation and verification of flow monitors. We have discussed with Horizons our schedule for installation and are working through these, Eketahuna is scheduled.

Water Permits

The Section 92 information for the Eketahuna (expired 2019) water permits were submitted.

Following conversations with our iwi partners and the 3 Waters Strategic Advisory group we have submitted with the timeframe of 10 years which is line with current expectations and with historic consent timeframes.

5.3 **Administration**

Working through the team requirements has been challenging and addressing team resourcing has been key to establishing and maintaining ongoing complex operations.

The results are as below:

- Water Treatment Trainee – Working through candidates for the role
- Water Treatment Operator – Recruitment through our Tararua Alliance is identified as our best course of action to extend our recruitment internationally as we have struggled to fill the role locally and nationally.

- 3 Waters Field Technician (Sampler) – applications closed and being shortlisted.
- Information Technician – Role hired through the Better Off Funding and has started with the team
- Trade waste and Backflow Officer role position description is drafted and being reviewed. Was originally identified as part of the Better Off Funding.

Unfortunately for the 3 Waters Team, our Water Treatment Team Leader will be taking some well-earned extended leave. While we fully support this much-deserved break, it does mean our already small team will be temporarily reduced to just one Water Treatment Operator for the entire district.

To ensure continuity of service and maintain our commitment to safe, compliant operations, we have developed a mitigation plan. Our Operations Manager will step in to provide direct support, and we will also be drawing on the skills and experience of two members from our Wastewater Treatment team who have prior exposure to Water Treatment Plant operations.

During this period, we will need to adopt an even higher position of operational readiness to ensure we can respond effectively to any issues that arise. However, to manage workload and risk appropriately, we must also make some strategic adjustments. Specifically:

- Major Water Treatment plant upgrades and project handovers will be paused or delayed, as adequate technical oversight and planning capacity will not be available.
- Non-critical tasks or activities requiring substantial input from the Team Leader will be reviewed and deferred where necessary.
- We will focus resources on maintaining core compliance and service delivery, ensuring public and environmental health are not compromised.

We appreciate your understanding and support during this time and will provide regular updates on any significant changes or developments through our Executive Leadership Team and/or ICCEM as time permits.

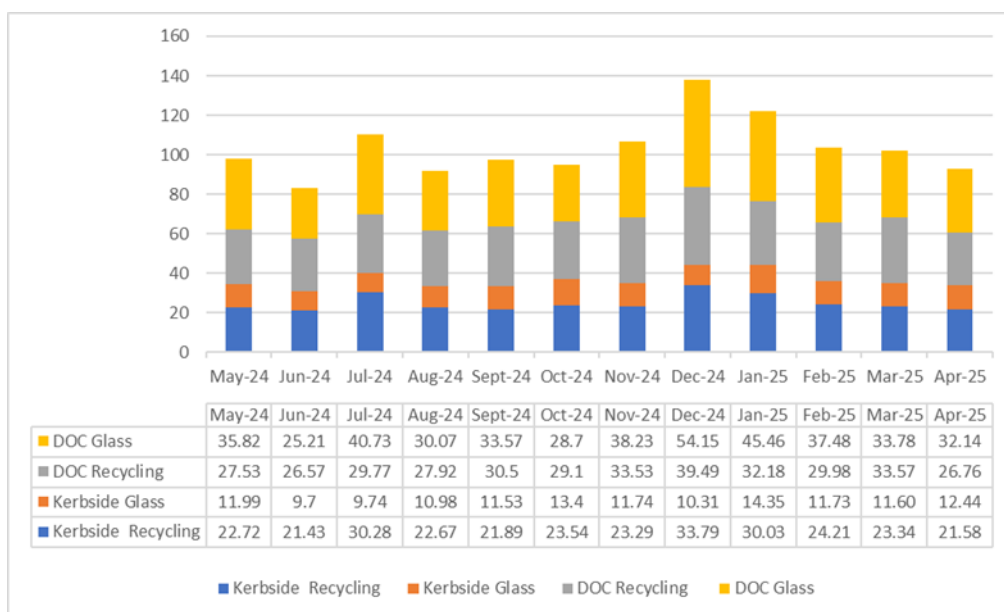
6. Solid Waste

6.1 Operational Activities

Budget/Activity	
2. Refuse Transfer Stations 3. (RTS Sites)	5. Waste-Ed with Kate – Please see attached report as mentioned at the March ICCEM. Our short educational videos are still to come.

Budget/Activity	
	April 2025: Waste diverted from landfill 2.51 Tonne Contaminated recycling to Landfill 3.82 Tonne
Recycle Drop-off Centres (DOC Sites)	7. We have noticed a reduction in illegal dumping at the Town Drop off 8. Bins, although contamination within these bins does continues to be 9. an issue. 10.
12. Kerbside Recycling 13. Services	15. Kerbside collections are going well, we are in the process of changing 16. our bin auditing strategy, as we still have contaminated bins within 17. the loads that we have not yet located. 18.

6.2 Waste Minimisation



7. Facilities Management

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	Overall	Staffing	H&S	Levels of service	Budget
Orange: Potential risks					
Green: on track					
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. <p>Property:</p> <ul style="list-style-type: none"> Right of Renewal to be exercised on the Marchant Street Land Lease. <p>Community Buildings:</p>

- Eketāhuna Grandstand staircase replacement installed. Paintwork scheduled to be finished in May
- 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.
- 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.
- Resources required to establish a Tree Register

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 with Eketahuna, Pahiatua and Woodville completed. 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.

Priorities in upcoming reporting period

Cemeteries:

- Cemeteries stakeholder quarterly survey

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
- Parks and Reserves: Pests Control & Pest Plants Management is ongoing.

Key performance indicators

Cemeteries:

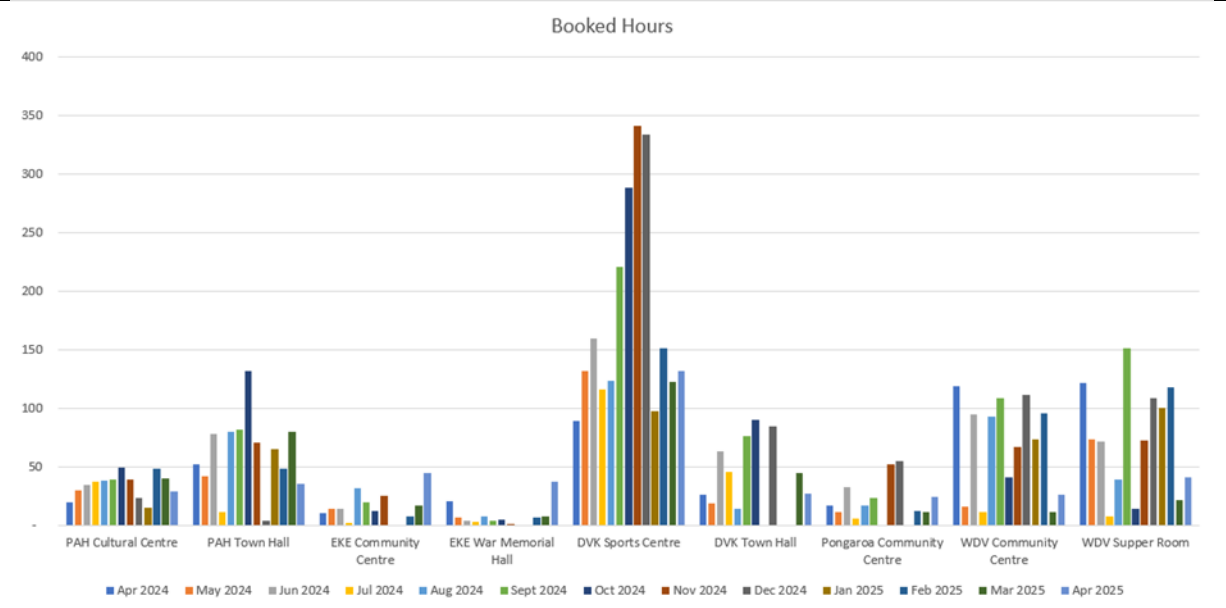
- Burials April: 5
- Burials May: 0
- Ashes Interments April: 10
- Ashes Interments May: 3

Facility booking hours:

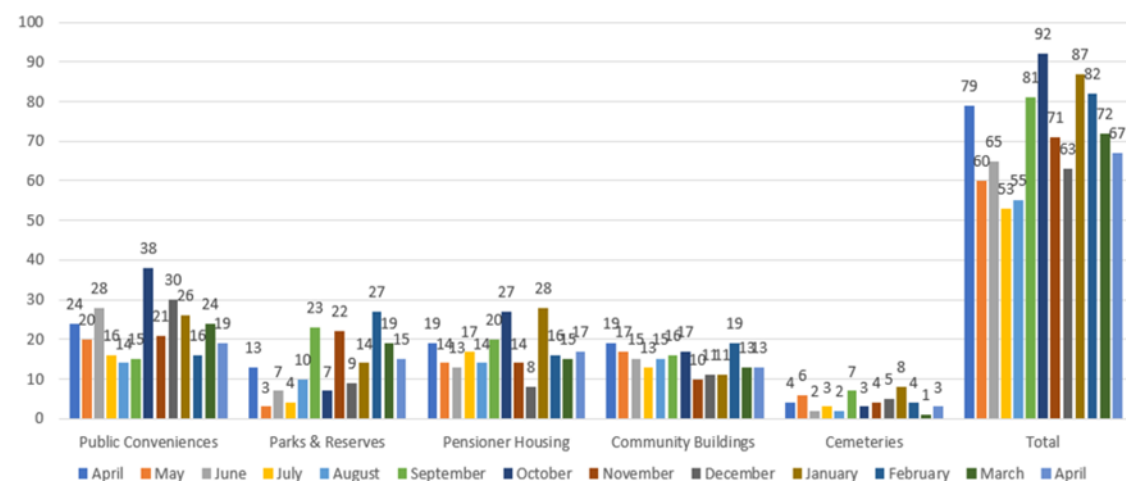
- **Community Buildings** bookings compared to same period last year
March: 28.24% increase and 6 cancellations recorded
April: 20% increase and 7 cancellations recorded
- **Sports grounds:** bookings compared to same period last year
March: 47.31% increase
April: 31.63% decrease.

Trends

Facility Bookings

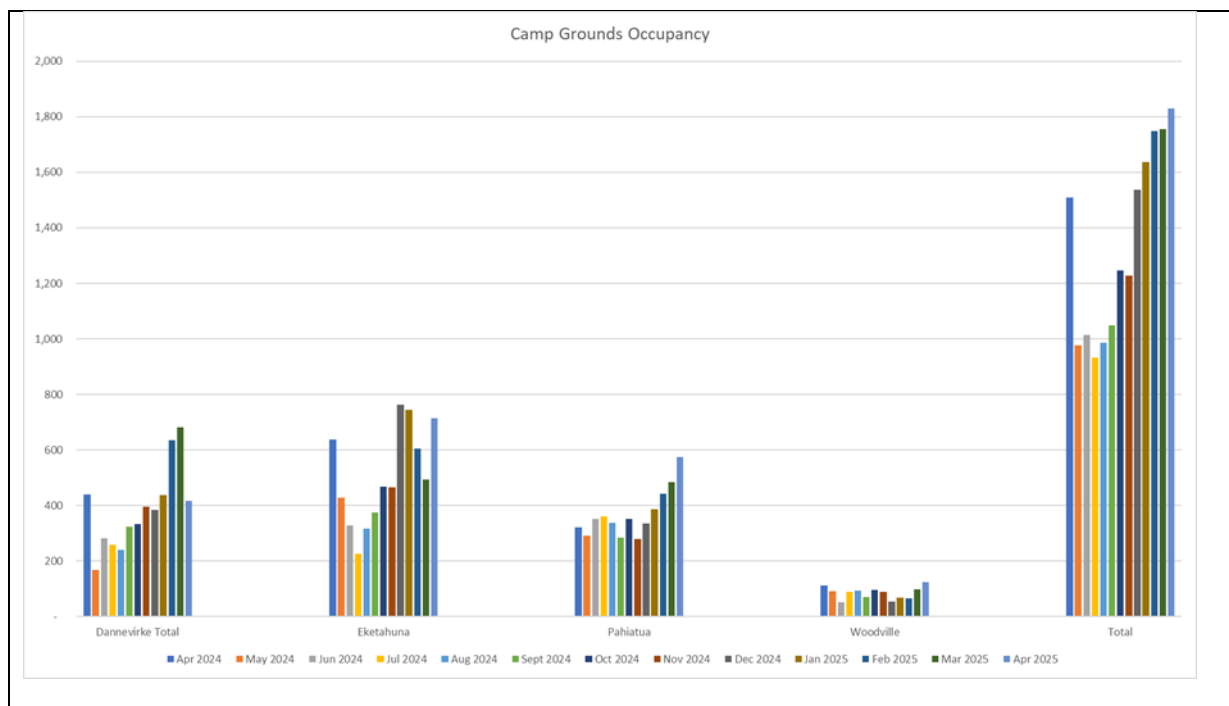


Maintenance CRMs received



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 propose a less restrictive approach to securing Depreciation Reserve funds for critical assets.	Scheduled for 25 th June.
TDC to complete the recording of the outdoor pools assets in the RAMM system. <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
TDC to seek asset cost estimates and asset condition assessments to populate the Asset Management Planning function in RAMM <ul style="list-style-type: none"> Condition assessment report completed with a draft AMP. Additional feedback from pool operators required to finalise the 	Completed

AMP.	
Stage Two:	
<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 initiate discussion with BAT regarding the motivation to manage the new facility and Eketahuna Pools.</p> <ul style="list-style-type: none"> Action: Nil. Project brief already indicated no desire to manage the new facility. 	Complete
<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:	
<p>TDC to monitor the SLA performance measures, supporting the operators to achieve them where appropriate. (All Pools)</p> <ul style="list-style-type: none"> Action: TDC has engaged PoolSafe to support with compliance. Variation contract now includes an Accountability Schedule for transparency. 	Monitoring
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
<p>Conduct an updated asset data collection and valuation across all sites</p> <ul style="list-style-type: none"> Eketahuna Motor Camp, Infrastructure TDC owned, operational 	Completed

assets contractor owned assets.	
Reassess three sites (excluding Woodville) 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. <ul style="list-style-type: none"> Action: Online platform will address this recommendation in due course. 	Initiated
<ul style="list-style-type: none"> Improve campground websites 	Initiated
<ul style="list-style-type: none"> Update TDC own website 	Initiated
Eketahuna Motor Camp	
<ul style="list-style-type: none"> TDC to work with the current operators to enter into a new licence agreement where maximum stays are enforced and daily occupancy and full financial information disclosed 	Developing
<ul style="list-style-type: none"> Agree an initial term of 14 months with negotiated renewal 	
Each campground operator is agreeable to extending existing contracts. Variation schedules in development.	

8. Libraries

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					

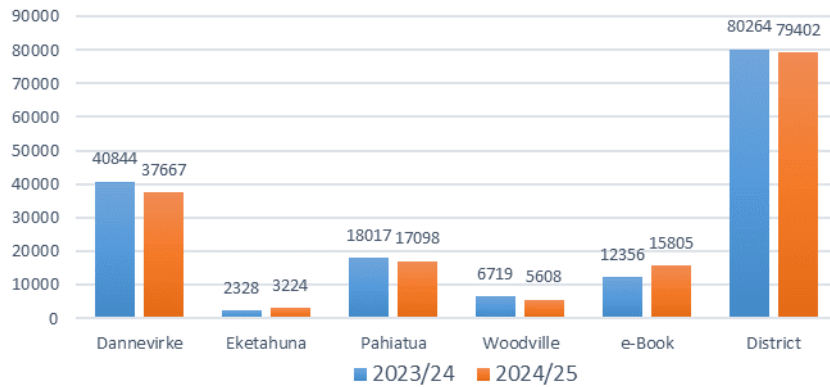
Activity progress in reporting period
<ul style="list-style-type: none"> District Librarian and Community Librarian represented Libraries Tararua at Bush Children's Day in Pahiatua. First outing for branded gazebo. 197 goody bags distributed. Little Ears promoted School holiday programme with Easter and Anzac as theme run at all branches. 132 children participated 21 children from St Anthony's School visited Pahiatua Library. Alfredton School visited Eketahuna Library. Volunteer Central quarterly clinics were held at Dannevirke and Pahiatua Libraries.
Priorities in upcoming reporting period
<ul style="list-style-type: none"> National Simultaneous Storytime 21 May for all branches.

Key risks
None to report

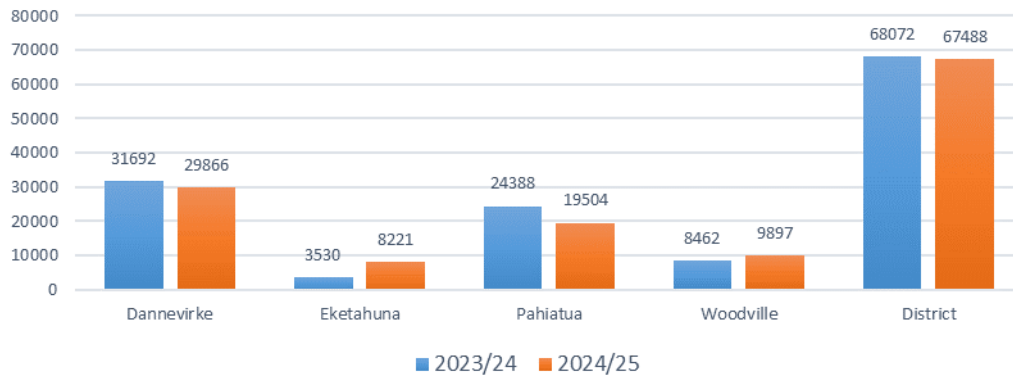
Health and Safety
None to report

Key performance indicators

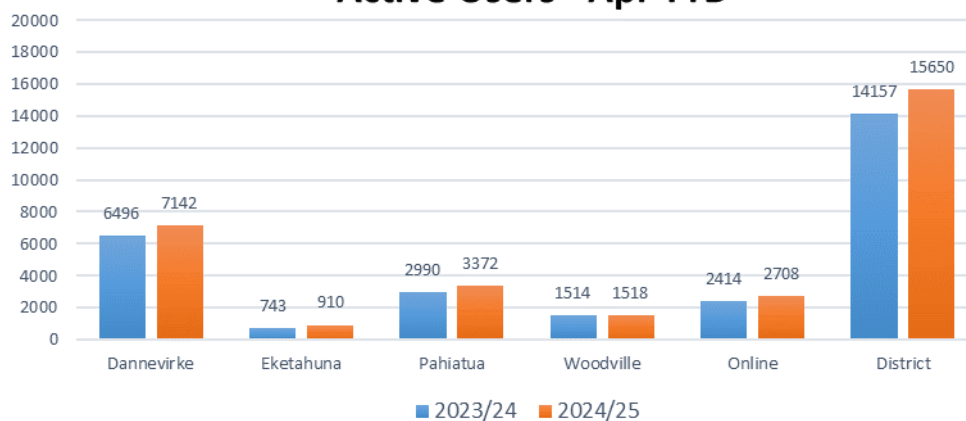
Circulation - Apr YTD



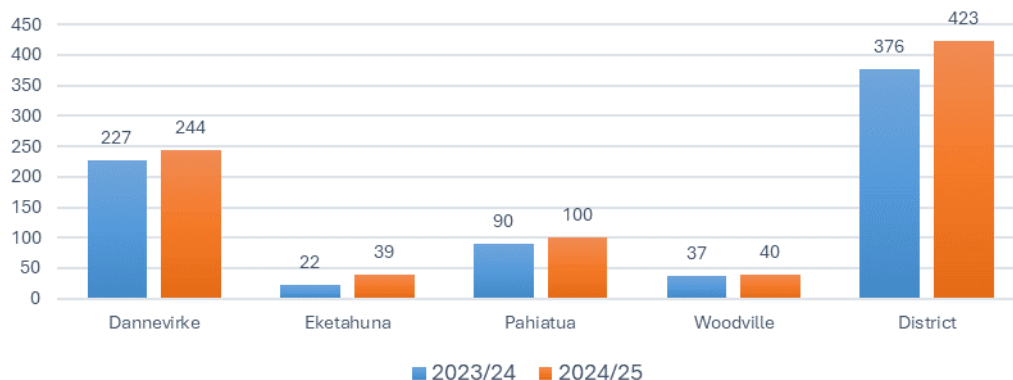
Pedestrians Apr YTD



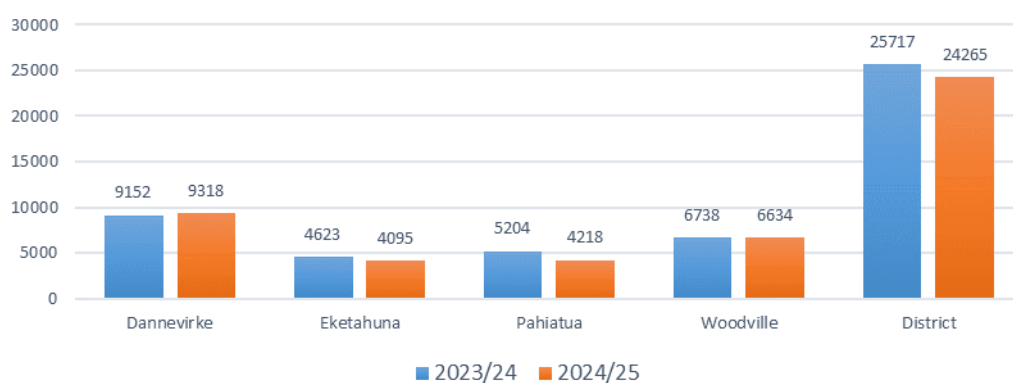
Active Users - Apr YTD



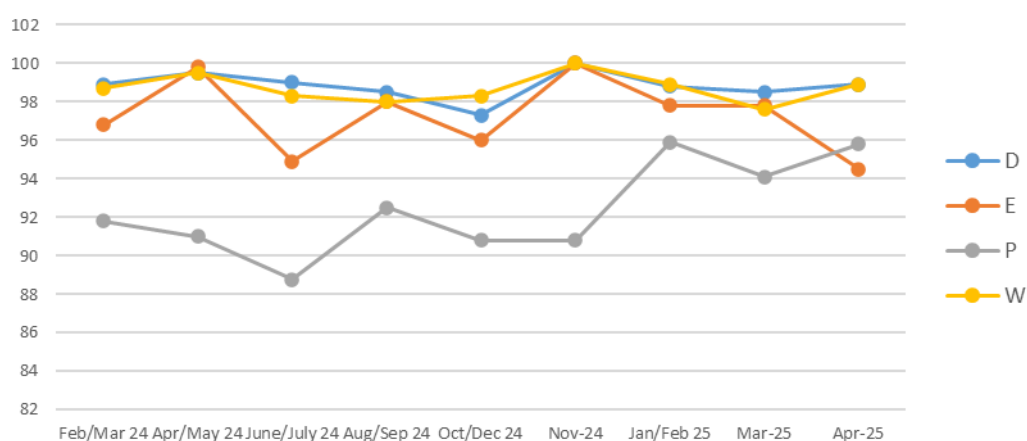
New Members - Apr YTD



APNK Use (Sessions) - Apr YTD



% opening hours



Trends

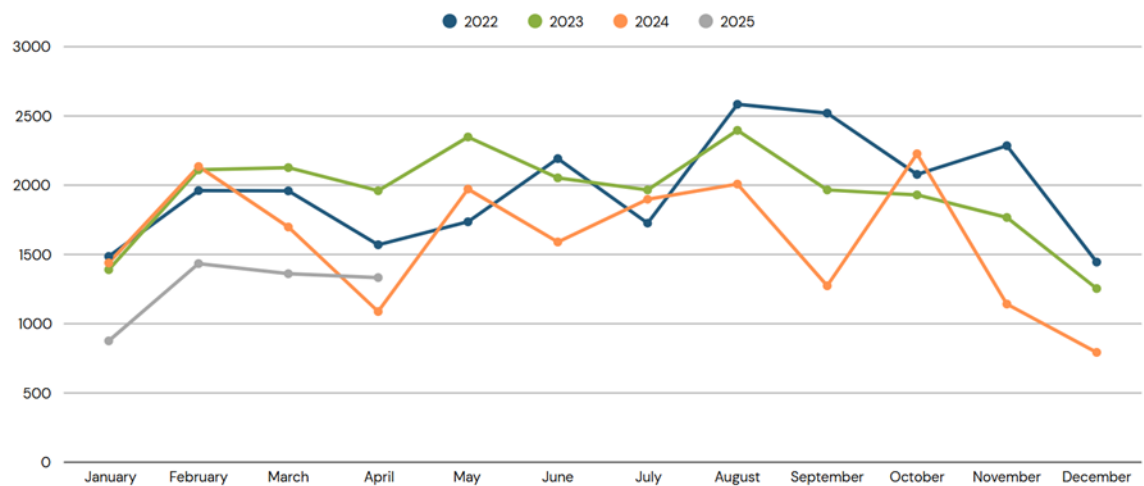
None to report

9. Customer Services

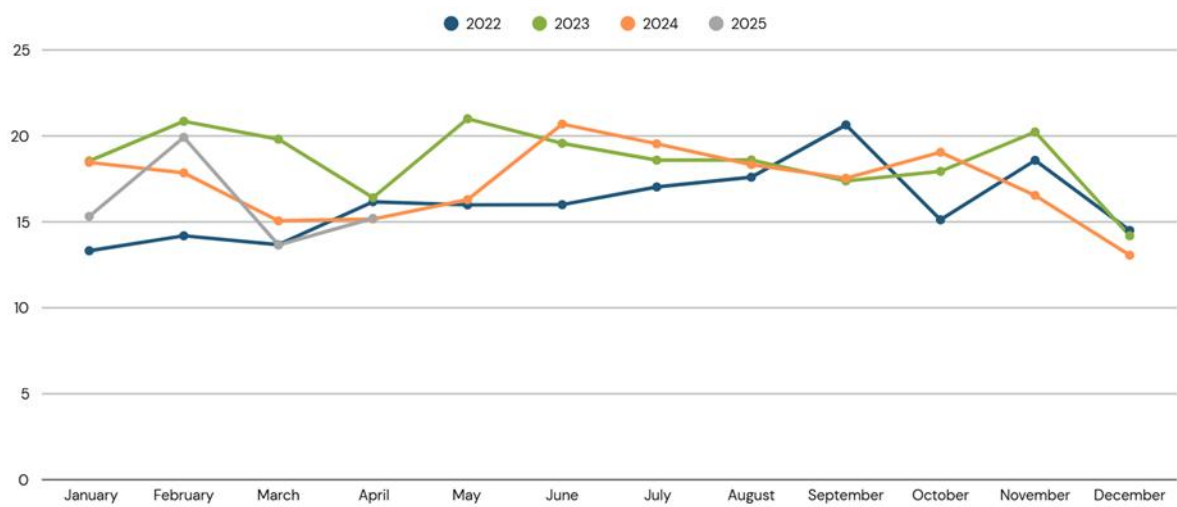
Strategic Priority	Interactive Council	
Status Report	Customer Services	
	Reporting period	01 March 2025 – 30 April 2025
	Activity Group Manager	Sandy Lowe
	Presented By	Zara Brighthouse

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

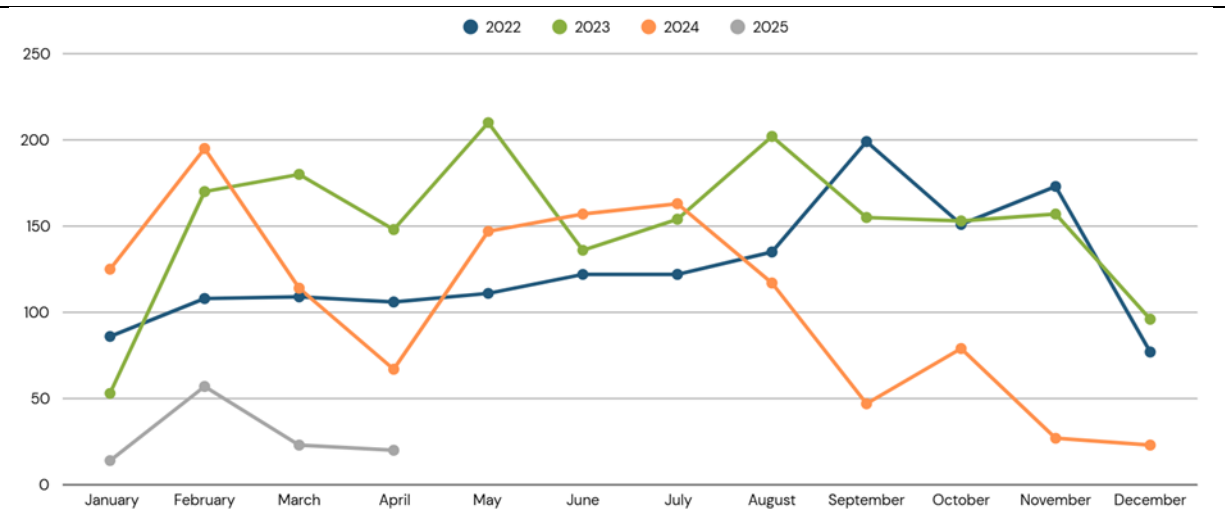
Activity progress in reporting period
<ul style="list-style-type: none"> Continued support to the Revenue Team Preparation underway for: <ul style="list-style-type: none"> Rates Rebate processing Receiving 4th Rates Instalment Upcoming Dog Registration Period Transfer of Information Centre Services
Priorities 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
Call Statistics Total Calls Received



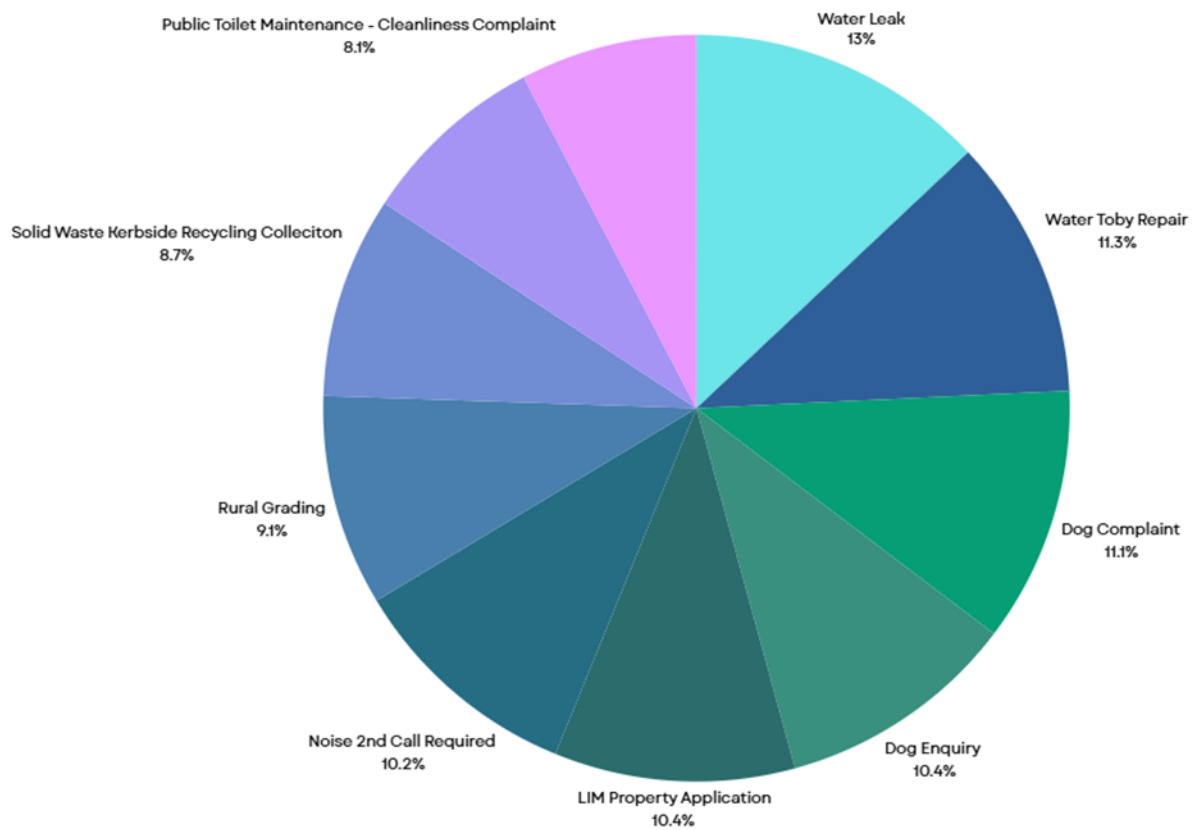
Average Wait Time (Seconds)



Abandoned Calls



CRM Statistics



Trends
None to report

Attachments

1. [Tararua Waste Education Impact Report April 2025](#)
2. [Communications Management Report](#)

Waste Education Week

Impact Report - April 2025

**Waste-Ed with Kate &
Tararua District Council**

Waste-Ed with Kate

Kate Fenwick, Brody Gilroy & Acacia Davis-Pio

kate@wastedkate.co.nz

brody@wastedkate.co.nz

acacia@wastedkate.co.nz

The logo for 'Waste-Ed with Kate' is displayed within a horizontal bar. The bar has a dark green top section and a blue bottom section. The text 'WASTE-ED' is in white, bold, uppercase letters on the blue background. To its right, the words 'with Kate' are written in a white, cursive script, also on the blue background.

WASTE-ED with Kate

Waste Education Week - Summary

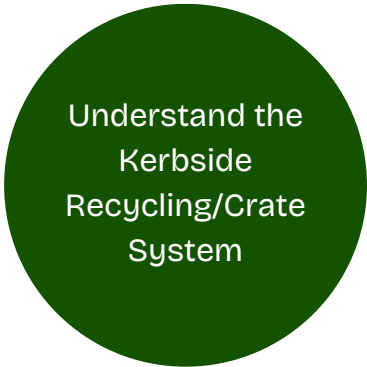
In **April 2025**, Kate Fenwick and her team from 'Waste-Ed with Kate' set out for the Tararua District Council (TDC) area to educate the general public on why and how to reduce household waste, while also taking the time to explain the Kerbside Collection system in support of the council's current system.

The TDC was successful in educating some of the public on these topics. Throughout this report, general information is outlined as well as some highlights and learnings from the work completed.


OBJECTIVES

Although there were not quantifiable targets to meet with this project, there were some objectives that the Rollout wanted to achieve, including:

Helping the general public to:



Understand the
Kerbside
Recycling/Crate
System




Encourage the
reduction of
waste going to
landfill in the
region.

This was achieved by:



INFORMING IN
PUBLIC
LOCATIONS



PROVIDING
FREE ACCESS
TO RELEVANT
INFORMATION



HAVING OPEN
DISCUSSIONS



WASTE-ED *with Kate*

General Information

15



Sessions Completed

Community	Supermarkets	Schools
Dannevirke Town Hall (3)		
Woodville Sports Stadium (2)	Woodville Four Square	Dannevirke High School (F School Assembly)
Pahiatua Town Hall (2)	Dannevirke New World	Tararua College (All Year 1: Enviro Students)
Eketahuna Community Hall (1)	Pahiatua New World	Huia Range School (All Yea & 8)
Norsewood War Memorial Hall (1)		

680+



Engagements

Engagements with people in the community are difficult to quantify compared to other data. What we have recorded is the approximate number of attendees across all sessions in the free and ticketed events, supermarket visits, and school presentations.

See General Findings for further information.



Types of Community Activities

Information Stalls



Presentations



WASTE-ED with Kate

Discussion

The Waste Education Week in TDC was successful in educating attendees on the correct way of using their Kerbside recycling bins and why we need to change our waste behaviours. Waste Expert, Kate Fenwick and the “Waste-Ed with Kate” team visited a total of 11 venues to run educational sessions for the public. With over 680+ people having attended one of these sessions, the rollout has been successful in reaching a diverse group within the community.

It was important to provide opportunities for members of the public to ask questions, voice concerns, and engage in open discussions about how the system would work in their households.

Demographics reached were majority:



Highlights from the Week

- **Community Engagement on the Rise:** Positive feedback from locals who did attend the sessions.
- **Social Media Momentum:** We were able to use some down time to get some important content filmed for future knowledge sharing.
- **Internal Council Wins:** The Mayor attended Our Dannevirke session and encouraged all community board members to come along and learn to further understand the recycling process and waste minimisation.
- **Reaching Diverse Groups:** This week, we connected with a wider range of community members, including school students—helping plant the seed of waste awareness early.

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Learnings

Attendance & Engagement Insights

Offering events for free doesn't necessarily guarantee attendance. In fact, we've found that even low-cost ticketing has been only moderately successful in encouraging people to register or show up. This suggests that cost alone isn't the primary driver—value and relevance matter more.

Targeted Outreach Opportunities

To boost attendance and engagement, we recommend targeting specific community groups who are likely to benefit from and appreciate Waste-Ed workshops.

Suggested groups include:

- Local Community Groups
- Grey Power Dannevirke
- Tararua REAP
- RSA branches

Suggestions for Future Workshops

- Introduce modest pricing: Consider charging a still a small fee but slightly more than \$5—e.g. \$10 per ticket, with optional \$40 resource packs. A small investment often leads to a higher commitment, increasing the likelihood that registrants will actually attend.
- Focus on universally relevant topics: Kick off with the Food Waste Workshop. Since food is a universal need, this topic appeals to all demographics. Food waste is often a powerful entry point for people beginning their waste minimisation journey.
- Incentive-based engagement: Consider developing a system where ratepayers who have had their bins confiscated can earn them back by completing the Waste-Ed Online Course. This encourages positive behavioural change while promoting educational resources.



Dannevirke High School - Kids volunteering for a **Great Waste Race Activity**.

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EVENT FEEDBACK

Session Numbers

Waste-Ed educated in the following venues in the Tararua Region:

- Dannevirke Town Hall (2)
- Woodville Sports Stadium (2)
- Pahiatua Town Hall (2)
- Eketahuna Community Hall (1)
- Norsewood War Memorial Hall (1)

Overall Attendees

58

Tickets Sold

42

34 - Dannevirke
3 - Woodville
5 - Pahiatua

Surveys Returned

37

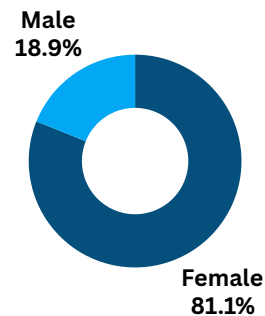
Demographics

Age

Of those who filled out the feedback form, majority fall into the age group of **50-60 years old**.

Gender Identity

Majority of attendees also identify as Female, **81.1%**



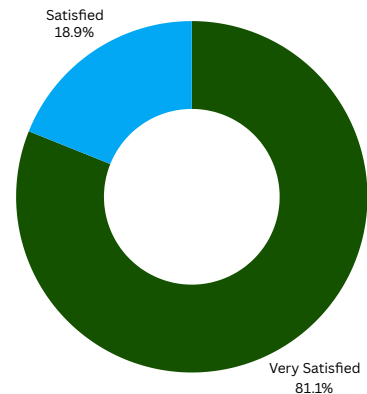
Feedback

“ Felt empowered and invigorated again to pick up my journey and carry on now. ”

WASTE-ED with *Kate*

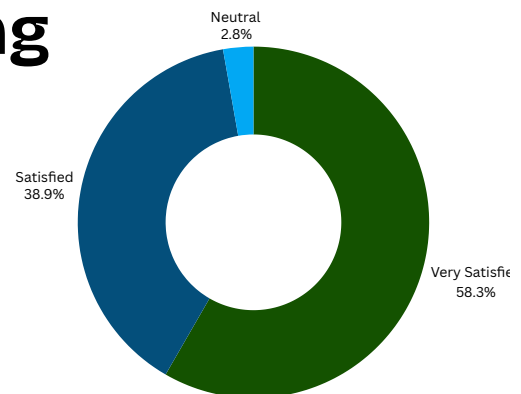
Attendee Rating of Workshop

The workshop was well received, with **81.1%** of survey responders being Very Satisfied with the overall presentation.



Incentive Pack Rating

58.3% of survey responders were Very Satisfied with the incentive packs they received.



One thing you will change?

When survey respondents were asked "Choose an action that you're going to commit to after attending", the **top 3 answers were:**

Recycle Better, 62.2%

Avoid Single-use products, 40.5%

Reusable Coffee Cup, 35.1%

Information Relevance

When survey respondents were asked "What was the most relevant information you?", the **top 3 answers were:**

Landfill Facts, 72.9%

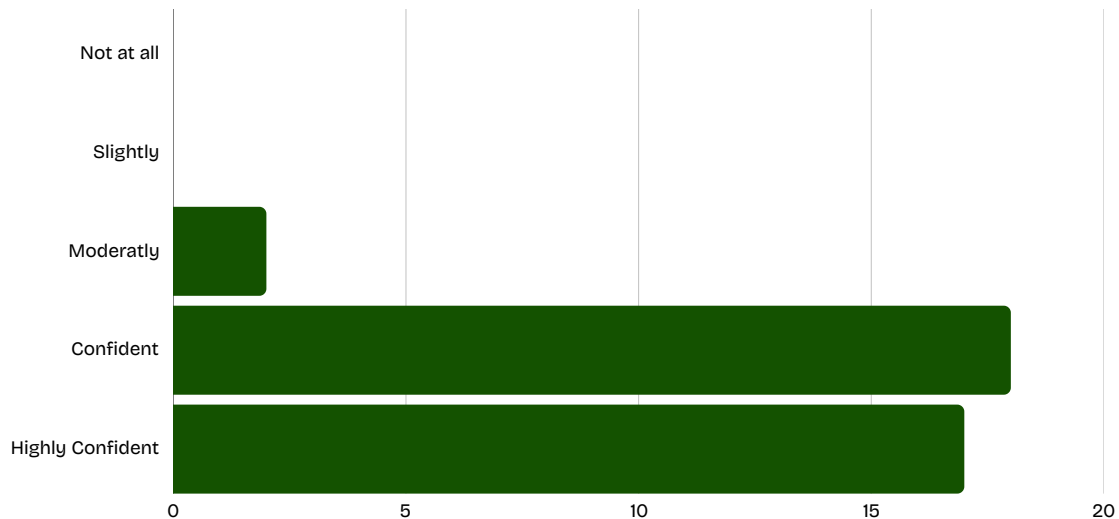
Recycling, 64.9%

Biodegradable/Compostable, 35.1%

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Waste Minimisation Confidence

When attendees were asked “On a scale of 1 to 5, how confident are you about minimising your waste after attending this workshop?” the following results were recorded:



Of the **37** attendees who completed the feedback form, **45.9%** expressed that they highly confident in their ability to minimise waste following the workshop. This figure is significant as it indicates that the course was encouraging for participants.

Feedback



Awesome - Great presentation. Useful information.
Very inspiring.



Thank you for the talk and love your no b*****t
taking attitude.



Waste-Ed is the answer. More of this kind of
education. Schools are part of the solution too, kids
will improve the waste debate.



WASTE-ED with *Kate*

SCHOOL FEEDBACK

Session Numbers

Waste-Ed educated in following three schools throughout the Tararua Region:

- Dannevirke High School
- Tararua College
- Huia Range School

520

Students Educated

From Year 7 to 13 (11-18 years old)

18

Teachers/Staff Educated

14 from Dannevirke High, 2 from Tararua College & 2 Huia Range School

7

Teacher Surveys Returned

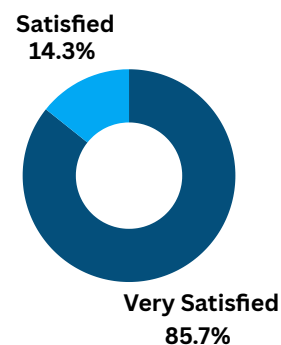
6 from Dannevirke High & 1 from Tararua College

Results

All schools were sent a feedback form to provide us with feedback on what they had learnt during the session and the results are as follows:

Presentation Satisfaction

The presentation was well received, with 81.1% of survey responders being Very Satisfied with the overall presentation.



Information Relevance

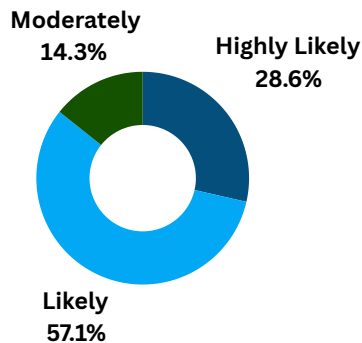
Of the 7 staff responses, **100%** said that the information provided was very relevant to their students.



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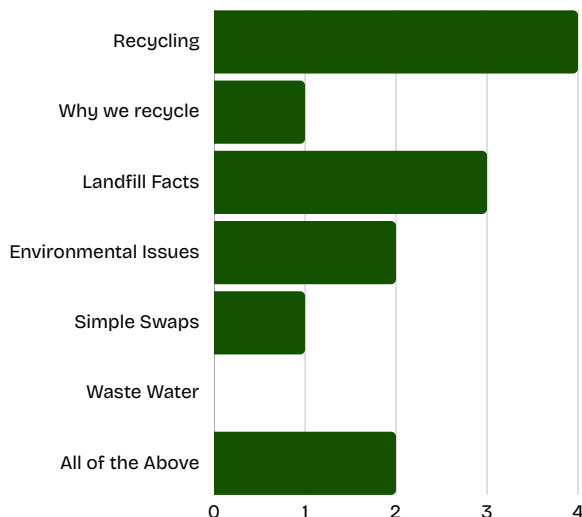
Knowledge Sharing

All staff were asked, "How likely do you think the students will be to take information home to their whānau?", the results were as follows:



Takeaway Messages

All staff were asked, "What information did you find was the most relevant?", and the results were as follows:



Teacher Comments

"It was awesome! Perhaps finishing with another student activity could lift the presentation to new heights (what you can flush maybe) :)."

“

"Thank you for your time and expertise. Our students and staff all learnt something from the presentation."

”

"Thank you once again for the fantastic workshop yesterday— it was a real privilege to have you in our school. The students thoroughly enjoyed the session, and it sparked some great discussions. Blake was excited to get the straw. I've completed the survey this morning.

I'm particularly interested in having similar workshops in the future, especially the one Acacia mentioned around female hygiene and safety. I believe it would be incredibly valuable for both our female students."

“

WASTE-ED with Kate

THE WEEK IN PHOTOS



WASTE-ED with Kate

Conclusion

Tararua District Council and Waste-Ed with Kate's Waste Education Week brought significant benefits to the community and provided some valuable insights into recycling in the region. Each session played an important role in educating the public not only on the kerbside system but also on practical ways to minimise waste.

The sessions successfully engaged a wide range of age groups—from young children as young as 11 through to adults aged 65 and over—helping them feel more confident and informed about recycling, how the system works, and what happens to our waste. While a variety of activities were run throughout the week, each was carefully tailored to suit the needs and interests of different groups present in the sessions

Overall, the Waste Education Week ran smoothly, sparked meaningful engagement, and achieved its key goals. We at Waste-Ed with Kate are excited to continue working alongside Tararua District Council to support waste reduction efforts into the future.

CONTACT US

If you have any queries or need more information regarding this report please contact Acacia from Waste-Ed with Kate, details below:

Acacia Gilroy

Waste-Ed with Kate

Phone: 022 328 9247

Email: acacia@wastedkate.co.nz

Website: www.wastedkate.com

The logo for 'Waste-Ed with Kate' is displayed on a dark blue background. 'WASTE-ED' is in a bold, white, sans-serif font, while 'with Kate' is in a smaller, white, cursive script font.

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

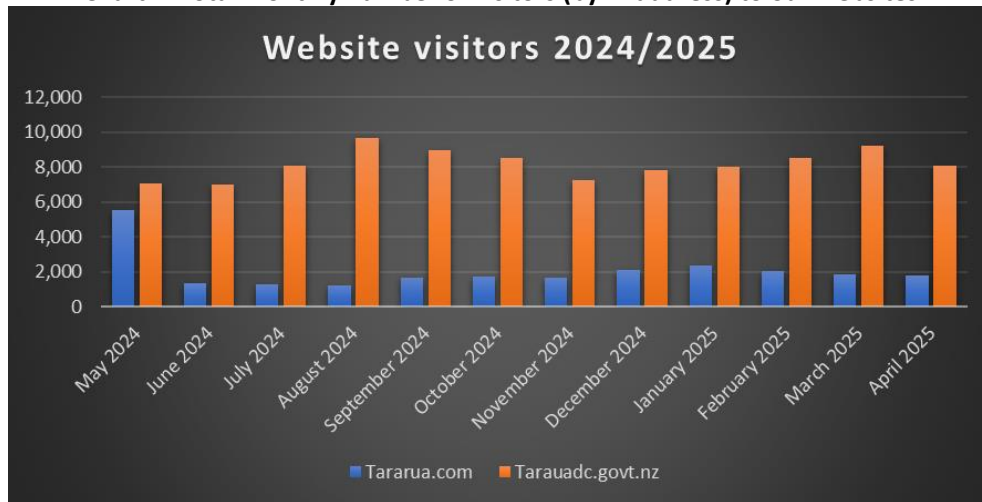
Trends

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:

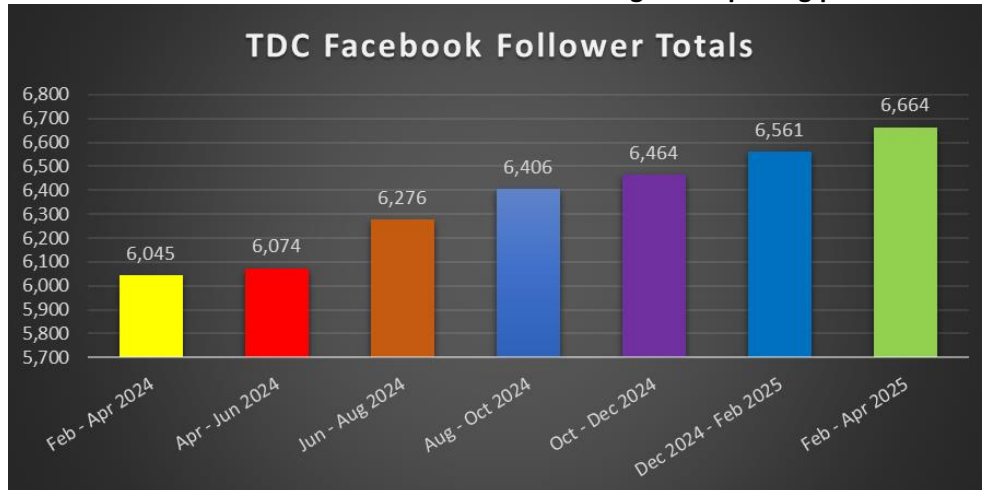
Chart 1: Total monthly number of visitors (by IP address) to our websites



Social Media (Facebook):

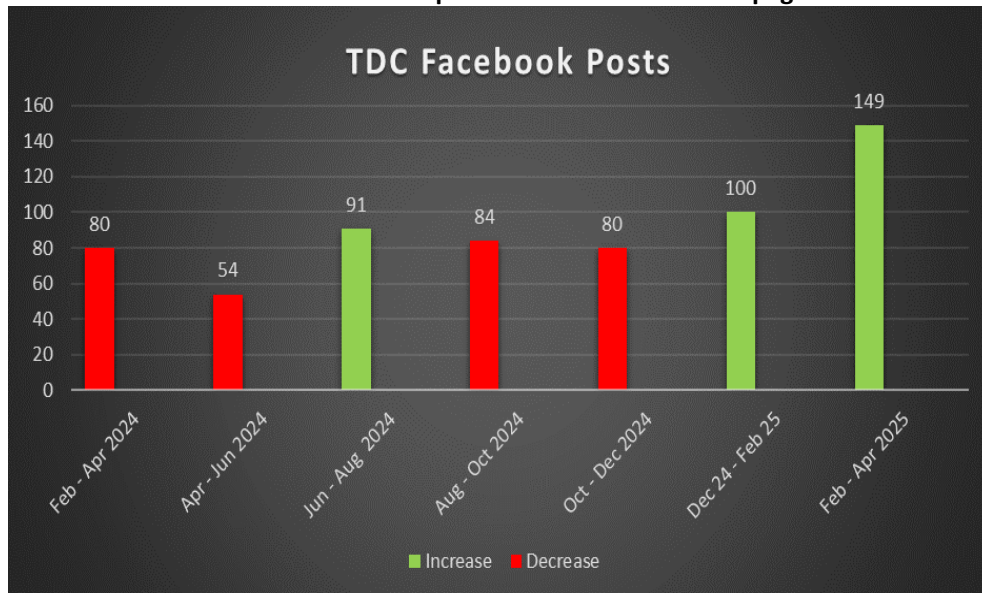
Overview: Activity remains high on our Facebook page with 123 new followers taking us to 6,664 followers (up 103) – see chart 2

Chart 2: Total of TDC Facebook followers throughout reporting periods



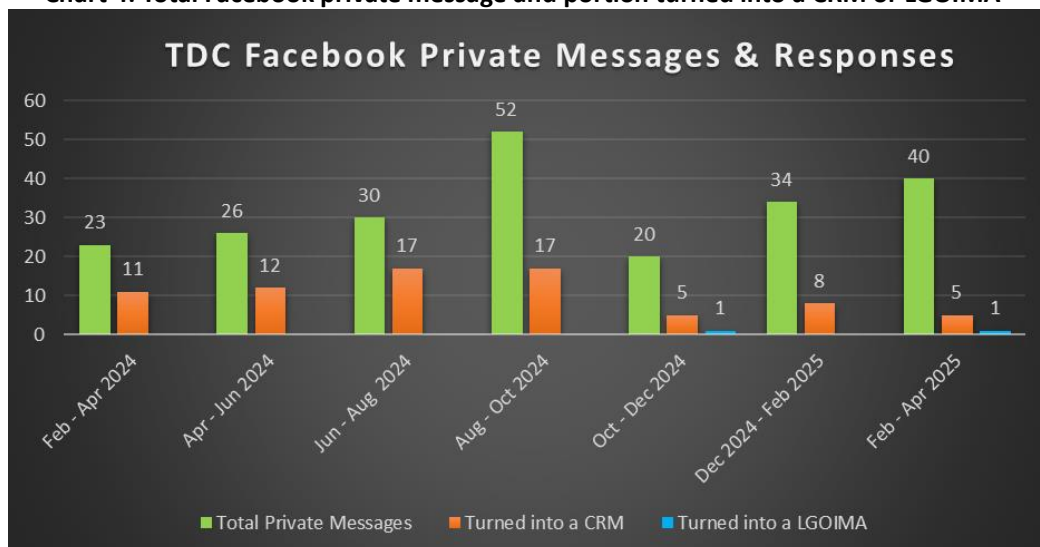
- 149 posts (up 49) – see chart 3

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*

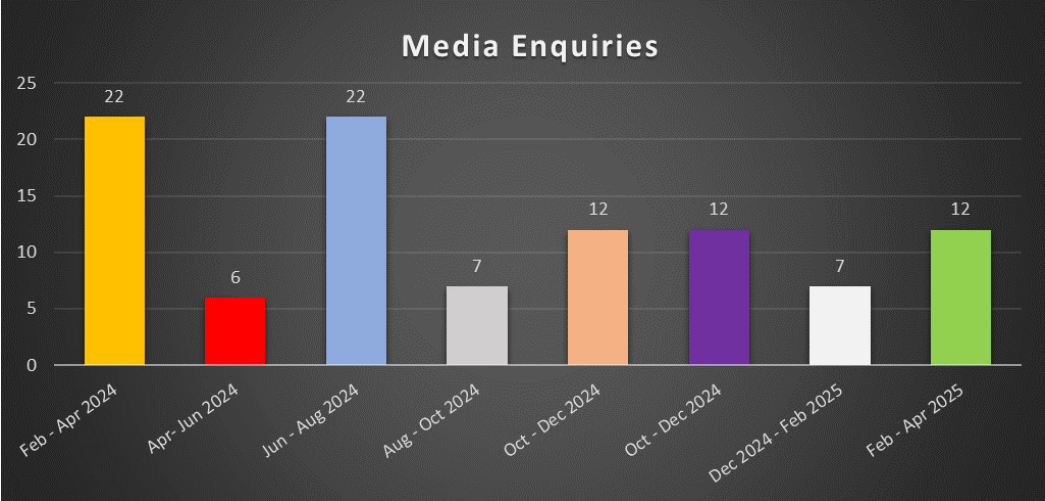


**A single private message often turns into multiple questions or responses*

Media Statistics

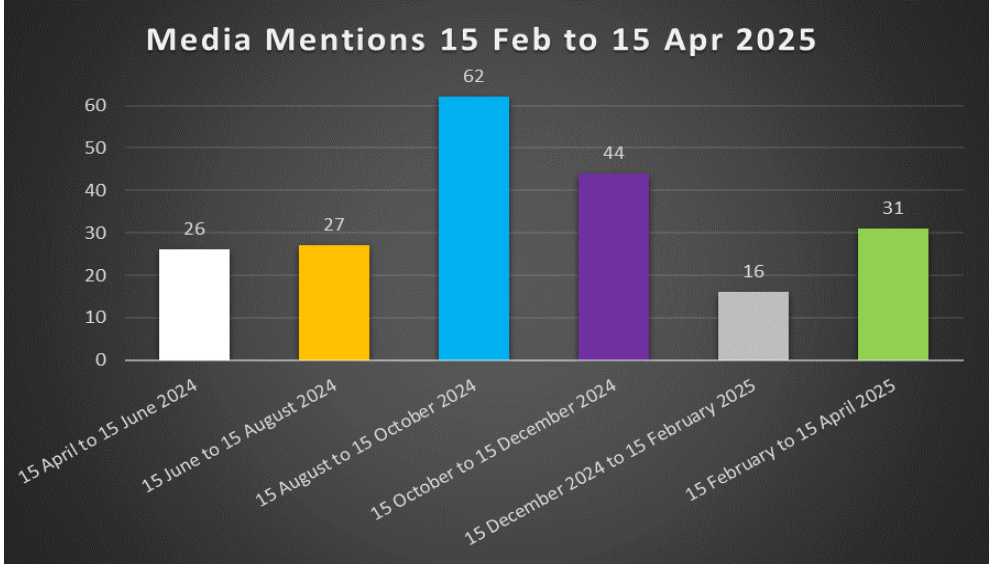
12 Media enquiries: Consisting of multiple questions were responded to by the team, including RNZ, Stuff, Hawke’s Bay Today and the Bush Telegraph – see chart 5.

Chart 5: Media Enquires to Council



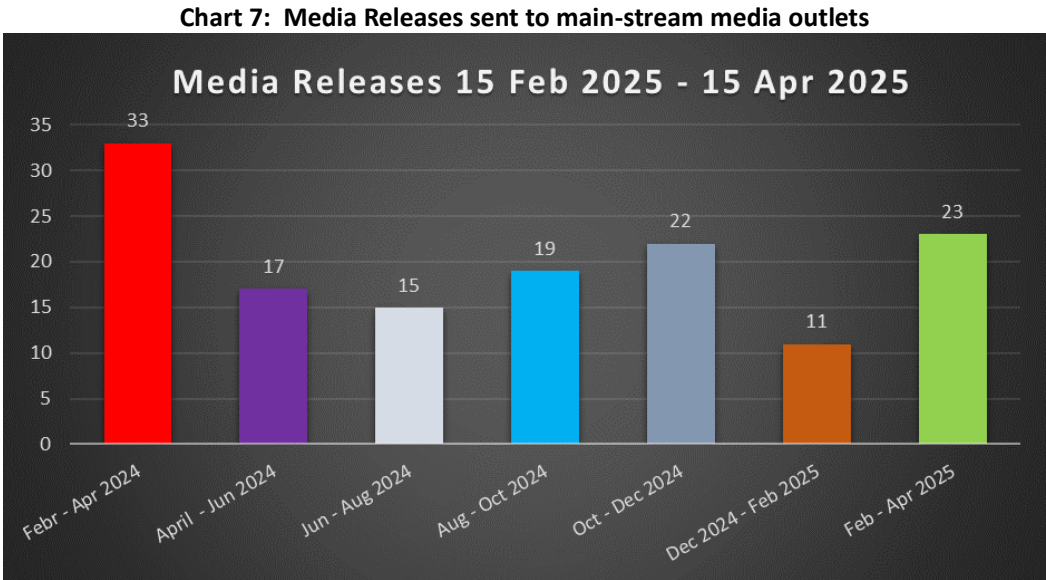
31 Media Mentions: Main-stream media and blogs concerning Tararua District Council – see chart 6.

Chart 6: Media Mentions captured over the reporting period*



*all sent to elected members, ELT and relevant staff

23 Media Releases: See Chart 7



Report

Date : 23 May 2025

To : Chairperson and Board Members
Eketahuna Community Board

From : Simone Anthony
Democracy Support Officer

Subject : **Portfolio Programme Project Report**

Item No : **8.5**

1. Recommendation





- 1.1 *That the report from the Democracy Support Officer dated 15 May 2025 concerning the Portfolio Programme Project Report be received.*







2. Reason for the Report

- 2.1 This report is to provide and update on the key portfolios, programmes and project statuses as reported to the Infrastructure, Climate Change and Emergency Management Committee on 21 May 2025.







3. Capital Portfolio Report

- 3.1 This report has a new focus to bring in all the projects and programmes into one report and will require some additional adjustments.

Portfolio Health Status		Forecast	General Comment
	 Green		Overall, we are closing out key projects and ensuring that our committed projects are well scheduled. Maintenance of momentum is critical and design phases are well underway across the portfolio.
Schedule	 Green		The weather continues to affect project delivery timeframes. Resourcing constraints continue to affect scheduled delivery times across the portfolio.

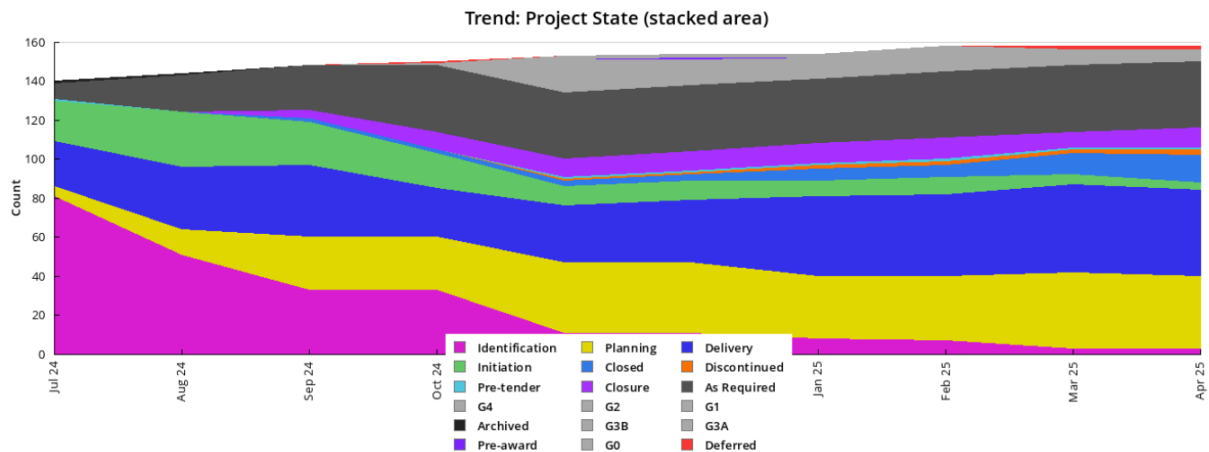
Portfolio Health Status		Forecast	General Comment
Budget	 Green		Budget risks are primarily concerning the Dannevirke Impounded Supply works, and Pahiatua Stormwater. As we get closer to the end of the financial year submissions for carry forwards are now being received from management to better align ourselves with committed projects and year 2 projects and programmes.
Risk	 Green		Project risks to note are the ongoing concern with the Dannevirke Impounded supply, Wastewater programmes and maintain delivery on Woodville Water upgrades. All of these are currently being effectively mitigated.
Resourcing	 Amber		Resourcing constraints are still a challenge as we continue to navigate our projects alongside our operational requirements. We are still navigating some resource limitations, continuity issues, specialised skills and contractor availability.

Legend

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

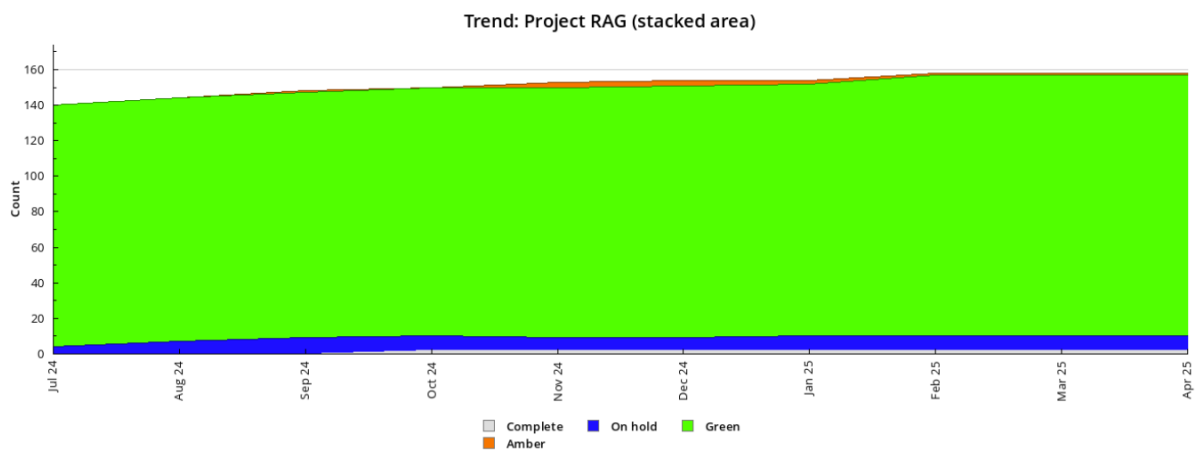
4. Capital Projects by State

- 4.1 Our project management framework stipulates Gates for approval processes as depicted by G0, G1 etc. Monitoring the overall inflight project states is crucial as this enables greater oversight and ensures transparency and accountability throughout the project's lifecycle.



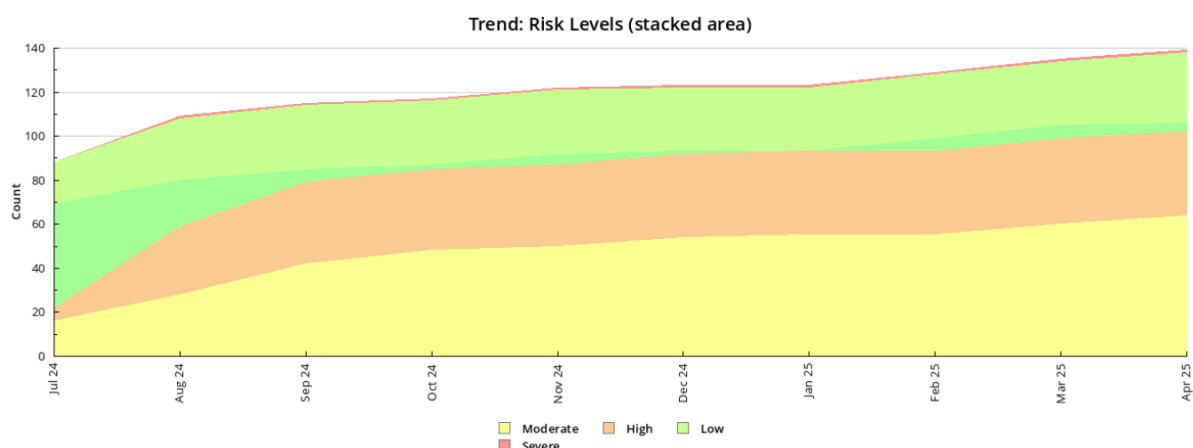
5. Capital Project by Status

- 5.1 By tracking the above project status indicators over time, stakeholders can identify emerging patterns, assess the portfolio, and proactively address potential issues. A consistent green status indicates progress according to plan, while amber signals caution, suggesting potential risks or delays that require attention. Red status indicates critical issues that demand immediate action to mitigate negative impacts. Regular review of RAG status trends enables leaders to make data-driven decisions, allocate resources strategically and optimise project outcomes.



6. Portfolio – Projects Risk levels

- 6.1 The below graph displays our efforts to start compiling project risks into our project management software to better mitigate, manage and report on our risk registers at a portfolio level.



7. Project Updates

Complete	On Hold	On Track	Revised but on track	Off Track
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Infrastructure

Project	Managed by	Comments	Status
Land Stabilisation Project	Mitchell Guile	Progressing well while ensuring H&S requirements are met. Physical works starting in June. Comms and photos to be sourced.	On Track

Facilities and Corporate

Project	Managed by	Comments	Status
MPI Emergency Hub Fund	Mitchell Guile	Community Hub Project has been completed. Final report submitted on 29 June.	Complete
IOT Door Counters	Chantelle Smit	All sensors are now installed and configured. Data from the libraries and service centres are now being collected in real time.	On Track
Mobile Regulatory Solution	Chantelle Smit	After testing, review and consideration the team have decided to not proceed with the Actus app. The app has limitations that were unknown prior to implementation. Users are unable to perform all the necessary actions they would typically do in the office which was the primary objective. The app does not deliver the expected value. Another option is current being trailed and is under review.	Revised but on track

Attachments

- 1 [!\[\]\(db65418066cbb7075518ec2356d3a383_img.jpg\)](#). 3 Waters Enhancement Project Committee Report May 2025
- 2 [!\[\]\(9c7b257882bd6515ffbf5b1424eb33d3_img.jpg\)](#). Eketahuna WWTP Upgrade Committee Report May 2025
- 3 [!\[\]\(09c6da1109a0575ded6f216c2a7bbb0d_img.jpg\)](#). District Universal Water Metering Committee Report May 2025
- 4 [!\[\]\(301eb4cb9718cd9662eb6f2fe138efc1_img.jpg\)](#). Telemetry and SCADA Upgrade Committee Report May 2025
- 5 [!\[\]\(8bb8e7f3fa3e7fc2aedd54f1cb2f9859_img.jpg\)](#). Wastewater I & I Committee Report May 2025
- 6 [!\[\]\(e4cda6510d237a98147c25eb3c5da457_img.jpg\)](#). Land Stabilisation Committee Report May 2025
- 7 [!\[\]\(b4ee851d8812fc4910ae7a7af4ce6463_img.jpg\)](#). Digitisation and E Services Committee Report May 2025
- 8 [!\[\]\(9a1fb84ff12eae960a6757a78993eef1_img.jpg\)](#). Building Iwi Capacity Committee Report May 2025
- 9 [!\[\]\(71289a77856bee33fd3890fe70696712_img.jpg\)](#). Future Community Urban Design Committee Report May 2025

Project name

3 Waters Infrastructure Enhancement Project

Report date:	Start date:	Approved end date:	Projected end date:
May-25	Jul-24	Jun-27	Jun-26
Purpose:	To invest in improving water infrastructure and support the establishment of new water services delivery plans and or structures. This will ensure the council meets its legislative responsibilities, complies with consent conditions for providing safe drinking water, disposes of wastewater appropriately, and administers Trade Waste requirements effectively.		
Project team:	Sponsor: Mike Dunn Project Manager: Sue Lawrence		
Key stakeholders:	Horizons Regional Council Department of Internal Affairs Iwi Public TDC Staff Contractors Crown Infrastructure Partners		

Project budget:

Plan

Budget

EAC

0

200

400

600

800

1,000

1,200

1,400

1,600

1,800

2,000

2,200

\$ (000's)

Plan

Baseline

Actual

Forecast to Complete

Whole of Life

Approved budget:

\$1,950,000

Actuals:

\$174,389

Estimate at completion:

\$1,948,618

0% Under budget

Status update:			
	PREVIOUS STATUS	CURRENT STATUS	
Overall:	G	G	Project Status of Deliverables/Outputs: The Asset Information Technician commenced in the role in mid-April. Three of the four planned positions are now filled. The recommendation, following testing of two pre-treatment options for the Dannevirke Impound Supply, is that coagulation, flocculation, and clarification will be the most effective method for improving water quality. The Universal Water Metering Implementation Plan which will outline the options for meters, data systems, water charging, and estimated programme costs will be submitted to ICCM in June. A workshop for the Backflow Prevention Strategy and Policy with elected members is scheduled for May 2025, with a draft policy to be completed by the end of the month. Consultation will be held in July and August, with the final policy ready to be approved in September 2025. The Water Service Delivery Plan is being assessed to ensure the next phase does not duplicate the regional plan or previous reports. The project to collect water and wastewater treatment plant asset information is progressing as planned. The new Trade Waste bylaw was adopted at the 30 April Council Meeting. The fees and charges are currently being reviewed in conjunction with the overall charging structure The sludge removal from the Pahiatua plant was completed on schedule. The final landfill tonnage is expected to be higher than originally estimated, due to wetter sludge from recent rainfall and t he inclusion of the disposal of the outer materials that held the sludge. The project schedule, plans, and outputs are finalised and a change request will be submitted to record the adjustments.
Scope:	G	G	The scope of work includes: • The development of a Water Services Delivery Plan • Demand Management Strategy • Quality data collected • Monitoring equipment installed • Information verified across network • Ensure TDC meets drinking water allocation consent conditions • Support consent applications • Coordinate response to any consent breaches • Completion and implementation of a Trade Waste strategy •Waste Water Strategy • Engage additional resources to enhance water management, regulatory adherence, and operational resilience within the district.
Time:	G	G	Project end date is June 2026.
Budget:	G	G	Forecasted across the various milestones.
Quality:	G	G	Quality is to be closely monitored during the delivery of milestones by both Project Manager and 3 Waters Manager.
Risks:	G	G	Risks include difficulty in sourcing qualified consultants, budget constraints, hiring challenges and insufficient capacity within the 3 Waters Team.
Health & Safety:	G	G	N/A
Resources:	G	G	Specialist consultants will be engaged to meet deliverables.
Comms:	G	G	Comms plan is to be developed as required.
Next steps:			
The schedule outlining the delivery of project plans and outputs are finalised.			

Project timeline:

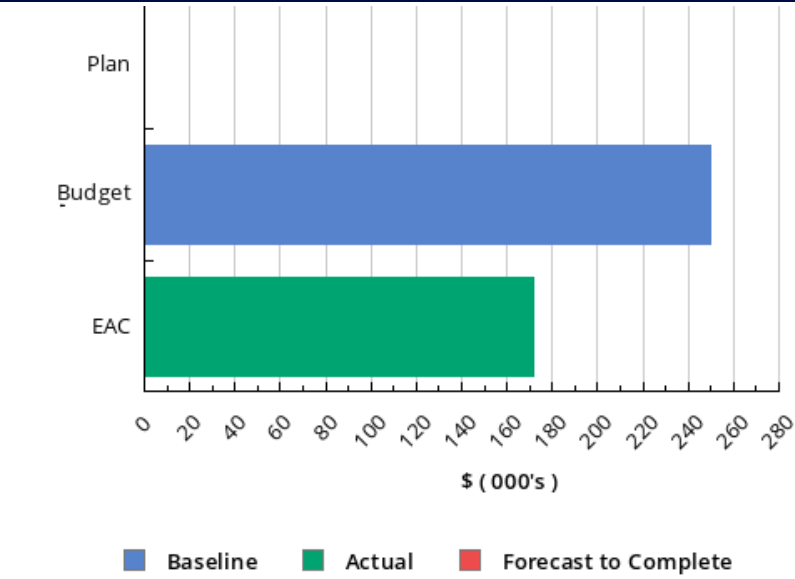
START	BOF project funding approved	Demand Management Plan and Water Conservation Plan	Resilience and Options for Dannevirke Impound Supply	Sludge Disposal Strategy completed	Backflow and Trade Waste Strategy	Water Services Delivery Plan	P&ID & Asset Data Capture	FINISH
	Aug-24	Oct-24	May-25	Jun-25	Jul-25	Aug-25	Sep-25	

Project name



Eketahuna Wastewater Treatment Plant Upgrade

Report date:	Start date:	Approved end date:	Projected end date:	Status update:			
May-25	Jul-24	Jun-26	Sep-27		PREVIOUS STATUS	CURRENT STATUS	
Purpose:	<p>The purpose of this project is threefold:</p> <ol style="list-style-type: none">1. To ensure all treated wastewater indirectly discharged from the plant to the Makakahi River complies with current and future resource consent conditions.2. To reduce Eketāhuna Inflow & Infiltration (I & I) to allow for a fit for purpose WwTP to reduce cost and prevent unconsented discharges.3. To ensure collaborative approach with Iwi and Horizons to produce outcomes that align with district and regional wastewater treatment strategies.						
Project team:	<p>Sponsor: Mike Dunn Project Manager: Eugene Priest</p>						
Key stakeholders:	<p>Horizons Regional Council Elected Members Ngāti Kahungunu & Rangitāne Rate payers/general public Landowners ELT/PMO Compliance Manager</p>						
Project budget:				Overall:	G	G	<p>Horizons have indicated that TDC will need to apply for a variation to the consent condition to put a hold on building the vertical wetland, iwi have given TDC support with this decision, so TDC have engaged an external consultant to prepare the consent variation. It was agreed to have early contractor engagement to assist in the pipeline design to ensure constructability. Discharge specific Environment & Sediment Control Plan (ESCP) is to be drafted and signed off before construction by Horizons, TDC & Iwi. The ESCP has been signed off and Pipeline construction is due for completion 14th May with pump commissioning before 30th May. Easement Survey for Right of Way, Boundary and Pipeline is being completed Pipeline to wetland. This will convey water via a floating pump on Pond 2 to completed wetland to ensure plant life is maintained. The intention is to change the current discharge point so that it is after the wetland.</p> <p>I & I remediation works. This is a separate standalone project but as it directly impacts the size and scope of Eketāhuna WwTP it will be considered and reported as part of this project to ensure continuity of works.</p> <p>Reports have been reviewed by external consultant and TDC are to meet with investigating vendor to discuss.</p> <p>Temporary supply to newly constructed wetland is expected to commence late May early June.</p>
				Scope:	G	G	<p>All scope will detailed in all separate agreements and will be workshopped to account for possible variables</p>
				Time:	G	A	<p>This programme of works is intended to work towards the 2028 consenting periods and account for current consent conditions</p> <p>Construction has unfortunately extended into winter period without permit application. Horizons are aware and TDC have been transparent and are working with HRC to follow all advice by them for completion in May.</p>
				Budget:	G	G	<p>Pipeline - From Wetland Budget I & I - From Infiltration Strategy & Implementation Budget Temp Pumping Solution - From Eketahuna WwTP Upgrade Budget</p> <p>Budgets will be closely monitored to ensure overspend does not occur. Change management procedures will be adhered to and stakeholders notified if significant changes are likely</p>
				Quality:	G	G	<p>Will be outlined in any separate agreements and to be covered by any NZ Standards that apply</p>
				Risks:	G	A	<p>Risk workshops to be held to identify risks and provide mitigation. Risk workshops will support scoping documentation</p> <p>Construction extending into wet weather period without permit. Horizons have been notified and are assisting TDC with completion</p>
				Opportunities:	G	G	<p>By following the approach provided TDC will be able to drastically reduce the cost of the WwTP upgrade.</p>
				Health & Safety:	G	G	<p>All contractors to adhere to NZ & TDC standards</p>
				Resources:	G	G	<p>Currently all resources are available</p>
				Comms:	G	G	<p>Comms plan to be drafted</p>
				Next steps:			
				<p>Pipeline Construction Temp pumping option installed Temp Flow to Wetland</p>			



Current Financial Year
Approved budget:
\$250,000
Actuals:
\$171,767
Estimate at completion:
\$171,767

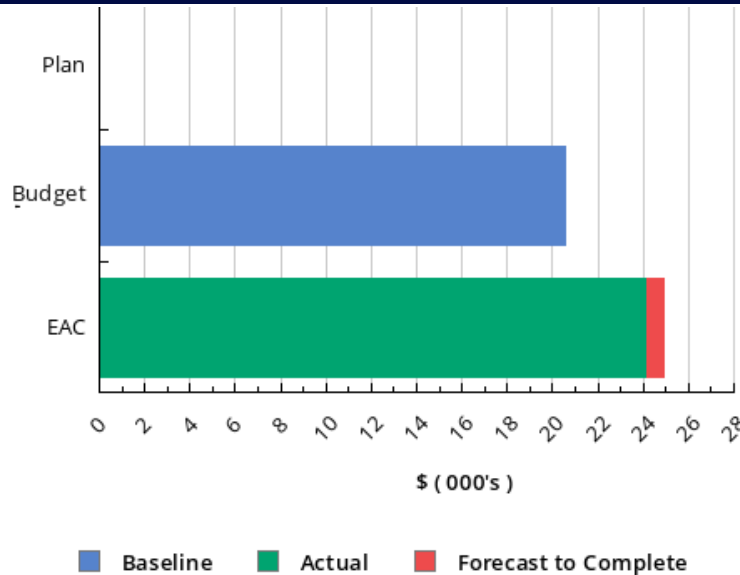
**31%
Under budget**

Project timeline:										
START	I & I Investigation Procurement	I & I Investigation Starts	Pipeline Detailed Design Received	I & I Investigation Complete	I & I Investigation Report	Pipeline Works Start	Pipeline Works Complete	Temporary Flow to Wetland Commences	Discharge Analysis Period	FINISH

Project name

District Water Network Universal Metering



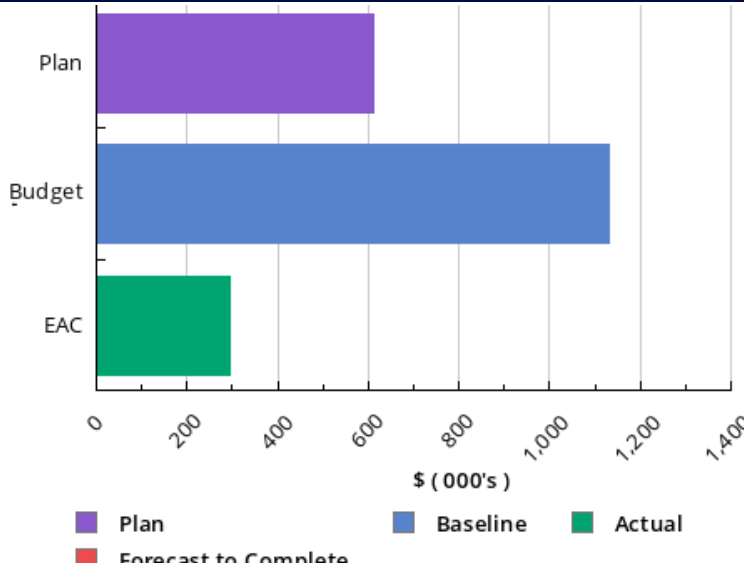
Report date:	Start date:	Approved end date:	Projected end date:	Status update:					
May-25	Jul-24	Jun-26	-		PREVIOUS STATUS	CURRENT STATUS			
Purpose:	Supply and install a universal water metering system to provide data to assist in the districts water management program.			Overall:	G	G	25/9/24 Rationale have been working on this. 31/01/2025 First workshop undertaken 3/02/25 to discuss the next steps. 25/02/25 Working through business case and gathering information that will be required to support the documentation package to be submitting to the council in May. Looking to issue an RFI to suppliers to source water meters and engage specialist services to complete a water charge analysis, Data collection systems and platforms. 26/03/25 PM and Consultants still in the process of gathering data and information to be included in the document package to the elected members team. Workshop is being undertaken to define the produce and system requirements this week which will feed into the RFI and further assist in budget requirements. 30/04/2025 Business Case Workshop undertaken today. Have added this business case to ELT and ICCM agenda to be present at May meetings. 06/05/2025 Business Case presented to management team. Changes have been highlighted, these changes will affect the project schedule and the Business case will need to be updated. This has resulted in a delay in submitting this document to ELT and Council in June. RFI for product and system information closes on 14th May. Will set up meeting with Alliance team to start resourcing discussions. will need to bring forward funding streams as the project timeframe accelerates.		
Project team:	Sponsor: Mike Dunn Project Manager: Priscilla O'Neale-Searancke								
Key stakeholders:	Horizons Regional Council Taranua Community TDC Alliance Contractor - TBC Consultants								
Project budget:									
							Whole of Life Approved budget: \$20,560 Actuals: \$24,165 Estimate at completion: \$24,915 21% Over budget		
Scope:							G	G	PM and Consultant work to define scope of works and provide a document package to elected members. 27/03/25 Continuing to define the scope of work and gather information and data.
Time:							G	G	Project team are working towards providing the document package with options to the elected members in May for discussion. 27/03/25 the business case is slowly coming together and we should be able to make the end line in May.
Budget:							A	A	Once we have defined the scope of works etc we will be able to better project the program budget.27/03/25 Further investigation has identified a budget risk due to the scope of works required and the challenges with aging infrastructure. 08/05/2025 we are current over budget as the consultancy and investigate costs has been realised.
Risks:							A	A	Public buy in to the work being undertaken. Cost to undertake the works due to unforeseen additions to the scope due to existing infrastructure. 26/03/25 As we progress through defining the scope of work for this program we are seeing a cost projection that exceeds the current located budget. Once we have a better understanding of these cost implications a budget forecast can be better managed by staging the round out. 08/05/2025 Project staging has been accelerated; this could impact public buy in.
Opportunities:							G	G	There are opportunities to align aged infrastructure replacement as we progress through the installation phase. 27/03/25 we continue to look at possibly aligning other project works alongside this work with may help mitigate some of the project cost.
Health & Safety:							G	G	PM to ensure that the contractor work teams are adhering to all health and safety requirements.
Resources:							G	G	27/03/25 Currently we have sufficient resources to undertake the work required.
Comms:							G	G	Comms plan has been supplied to the Comms team for review. 26/03/25 The Comms team have issued a short overview of the program to the public within the water done well update. Further communications will go out as the program progresses.
Next steps:									
Present Business case to ELT and ICCM. Work with Alliance team of resourcing. review RFI results and discuss product procurement.									

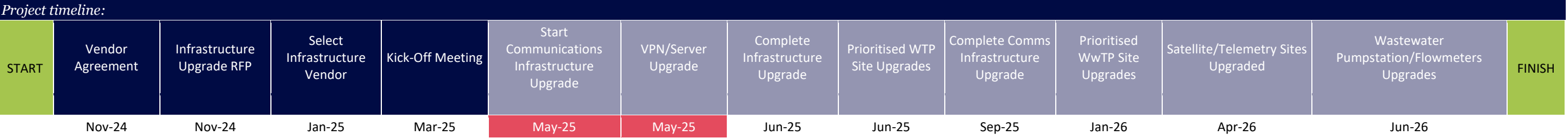


Project name

Telemetry and SCADA Upgrade Phase 2



Report date:	Start date:	Approved end date:	Projected end date:	Status update:					
May-25	Jul-24	Jun-26	Jun-26		PREVIOUS STATUS	CURRENT STATUS			
Purpose:	This project has been initiated to align and comply with new requirements for resource consent monitoring for compliance with NZ water standards. This project will pull the different upgrade funding together to develop and rationalise SCADA and Telemetry framework, architecture, software and dashboarding that provides operational visibility across the entire TDC treatment and network systems. Phase 1 is to determine asset and system Stocktake, Framework, Architecture and system implementation to achieve operational visibility across the network. Phase II is the implementation and delivery of agreed recommendations provided by the investigation and report of the Phase I vendor.								
	Project team: Sponsor: Mike Dunn Project Manager: Eugene Priest								
	Key stakeholders: Horizons Regional Council TDC 3-Waters Team TDC IS Team Tararua Alliance								
Project budget:									
				<div>Whole of Life</div> <div>Approved budget:</div> <div>\$1,131,020</div> <div>Actuals:</div> <div>\$296,486</div> <div>Estimate at completion:</div> <div>\$296,486</div> <div>74% Under budget</div>					
Overall:				G	G	Agreements have been negotiated and signed by both parties for the main Scada upgrade, P&ID & asset data collection, & Radio Package portions of this project. TDC are still negotiating some minor points with the VPN/Server installation vendor. These negotiations on exact scope will take place to reduce initial Capex & Opex costs so that they are more in-line with TDC requirements. A portion of Better Off Funding (BOF) has been allocated to this project to facilitate the necessary work in capturing Asset information, P&ID, plant functional descriptions & asset valuations. This work has started with a site visit to several Water & Wastewater Treatment Plants on 31/01. This project has many complexities that will include up to 4 vendors all operating in a collaborative environment to achieve the best outcome for TDC. Project Kick-Off meeting held 10th March. VPN/Server vendor negotiation ongoing as OPEX costs with licensing costs are a concern.			
				Scope:		G	G	Pre-determined scope to be followed in Tender process with detailed solution provided by successful respondent. IS added scope of separate servers to add cyber security resilience	
				Time:		G	G	Long Term Plan budget has allowed for up to 3 years to deliver this project. It has many complexities that are outlined in the Risk Register	
				Budget:		A	G	Up to \$1.2m has been allocated in the LTP years 1-3. Recommended upgrades exceed current LTP budget. Prioritisation of works will need to be carried out to ensure project stays within LTP budgets. BOF has been allocated to cover asset data collection.	
				Quality:		G	G	To follow best practice and all NZ Standards that are applicable.	
				Risks:		A	G	Risk and prioritisation workshop has been held on 11/7 for Phase II of project Extra cost for physical separation of main servers Licensing costs for Microsoft have come back higher than expected. There is potential that these inflate OPEX costs to a point where VPN/Server upgrade is not viable. These costs have been confirmed and TDC are happy to proceed with project as it outlined.	
				Opportunities:		G	G	Increased cyber security and redundancy due to possible physical server separation	
				Health & Safety:		G	G	No health and safety items to be reported	
				Resources:		G	G	Appropriate resources are available and workloads are currently sufficient.	
				Comms:		G	G	Due to interest in project we will be doing external and internal communications.	
Next steps: Complete negotiation of all agreements with vendors Start Upgrade at Dvk server Start Comms upgrade									



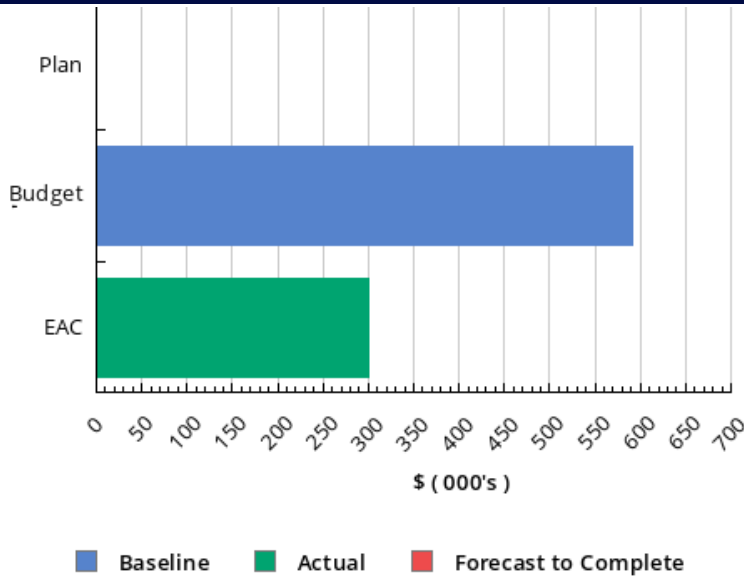
Project name

District Wastewater Infiltration and Inflow Strategy Implementation



Report date:	Start date:	Approved end date:	Projected end date:
May-25	Jul-24	Dec-25	Jun-25
Purpose:	To explore, quantify and remediate the districts known Inflow and Infiltration (I & I) issues through a phased programme of investigations, council and public consultations, and targeted remediation works.		
Project team:	Sponsor: Marcus Clifford Project Manager: Eugene Priest		
Key stakeholders:	TDC - 3 Waters Tararua Alliance Horizons Regional Council Ngāti Kahungunu ki Tāmaki nui-a-Rua Rangitāne o Tamaki nui-a-Rua		

Project budget:



Current Financial Year
Approved budget:
\$592,000
Actuals:
\$300,063
Estimate at completion:
\$300,063

49%
Under budget

Status update:			
	PREVIOUS STATUS	CURRENT STATUS	
Overall:	G	A	Received reports have been discussed with vendor with investigation shortfalls to be looked at regarding data gaps & unexpected lack of lateral faults. Secondary smoke testing to be carried out with discounts for underperformed flow monitors. Tararua Alliance will utilise CCTV assets to Bridge St catchment to investigate infiltration contribution of <10%. This will then be programmed for repair as soon as is practicable. Vendor will supply an interim proposal to repair med-major manhole chambers fixes highlighted in inspections report. It is believed that the benefits of these repairs could be reasonable in relation to overall I&I. Vendor is currently carrying out minor repairs up to the agreed amount in the Contract within the highest priority catchment as laid out in report. Communication with the Eketahuna community and their associated community groups will be paramount during both the investigation and the rehabilitation phases.
Scope:	G	G	A targeted investigation into the towns wastewater network utilising technology such as UAV, cameras and Smoke testing coupled with any previous I & I investigation data that TDC can make available. Utilising the data gathered in 1. to design and cost remediation works, and supply a programme of works to target the main areas of concern to be able to realise a greater than 50% reduction in I & I. Delivering the works programme as prioritised by TDC to best suit, or assist, in delivering infrastructure upgrades for growth or consenting purposes.
Time:	A	A	Delays in receiving reports and conducting smoke testing. Smoke testing redo will add some time but will ensure confidence in vendors initial results.
Budget:	G	G	Waiting for chamber repair proposal so TDC can programme remediation. Cost for investigation is confirmed at \$197k. Some extra services if required might need to be employed and have been outlined in the Modular Agreement with the vendor
Quality:	A	G	This will be covered off in procurement process and any agreements between TDC and selected vendor. All NZ standards to be adhered to. Concerns that some aspects of the investigation have not followed best practice guidelines as laid out in WNZ I & I Controls Manual. Items to be discussed with vendor to remedy.
Risks:	G	G	This project poses many risks, through vendor selection, carrying out investigation and remediation, and the public facing private network issues that will arise due to investigation findings. This will require a substantive risk workshop to involve many facets of TDC and community to be able to solve what could potentially be a large net saving to TDC and community.
Opportunities:	G	G	1. Reducing treatment plant upgrade capacities to fit reduced I & I flows. 2. Creating extra capacity in current network to allow for planned district growth. 3. Reducing the need to have to construct larger infrastructure to meet growth expectations.
Health & Safety:	G	G	All TDC requirements to be adhered to by any Vendor/Contractor and their associated sub-contractors
Resources:	G	G	Current resource requirements are low but will need to be increased in due course
Comms:	G	G	Comms plan completed and reviewed. Comms has been pushed out to the community advising them of the upcoming and ongoing works.

Next steps:

Plan and execute minor manhole chamber repairs
Receive med-major manhole chamber repair proposal
Complete follow-up smoke testing
Plan comms and information sessions for private connection issues.

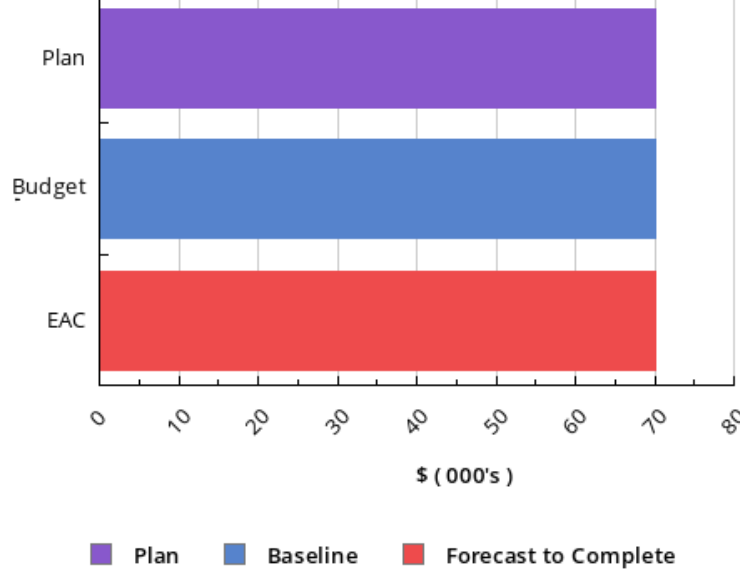
Project timeline:

START	Procurement (RFP)	Agreement Negotiated & Signed	Contract Delivery Starts	Flow Monitoring & Investigations	Investigation Findings Released	Remediation Options Considered	Selected Option to be Implemented	Implementation Complete	FINISH
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Project name

Land Stabilisation Project



Report date:	Start date:	Approved end date:	Projected end date:	Status update:			
May-25	Jul-24	-	-		PREVIOUS STATUS	CURRENT STATUS	
Purpose:	To support cyclone-affected farmers and regional roading resilience by leveraging funding and collaboration from government, lwi, and social initiatives. It identifies upslope and downslope slip risks on private land near the road network and implements long term solutions to reduce the risk of recurring (Planting and drainage).			Overall:	G	G	Tender evaluation period has closed and preferred supplier selected. Contract has been awarded. Contract negotiations in works.
							Project Manager with TDC H&S to discuss/approve supplier H&S documentation.
							Funding confirmed for Civil Works from NZTA targeted funding application.
Project team:	Sponsor: None Project Manager: Mitchell Guile						Lee met with MSD to confirm process for worker selection.
Key stakeholders:	RST Elected Members Cyclone Affected Farmers TDC Staff Horizons MSD TBC Tararua Alliance MPI						Draft workplan set.
							Next Steps: Contract signing. Contractor onboarding. MSD worker selection process in conjunction with supplier
Project budget:				Scope:	G	G	- Initial case study & future workplan - 0 cost works for council and affected farms - Building resilience on private land with known slips across our roading network using SLUI funding - Engagement with communities regarding land stabilisation work - Land specific stabilisation design - Engaging partner agencies for co-funding opportunities - Civil works aligned with current NZTA workstream funding - Native planting in line with Horizons SLUI funding
				Time:	G	G	Yr 1 program of work concludes in September 2025
				Budget:	G	G	Upto \$72,000 funding from MSD - Planting costs. Project costs for remaining years are yet to be established.
				Quality:	G	G	Quality to be assessed by Horizons regional council as per SLUI funds guidelines.
				Risks:	G	G	Risk assessment completed.
				Opportunities:	G	G	Through co funding can provide a 0 cost project to affected farms which builds resilience and prevents future slips
				Health & Safety:	G	G	Supplier holds SiteSafe Prequal
				Resources:	G	G	Collaborative workgroup between Horizons, Tararua Alliance, TDC, RST.
				Comms:	G	G	Communications Plan drafted
Next steps:							

Project timeline:													
START	Concept	Case Study Development	Case Study Execution	Case Study Completed	Project Plan for Programme of Work	Procurement Process Commences	Programme of Work Confirmed	Contract Negotiations	Year 1 Programme Work Begins	Year 1 Programme Work Concludes	Year 1 Programme Review	Year 2 Programme Planning	FINISH
	Feb-24	Apr-24	Aug-24	Sep-24	Nov-24	Mar-25	Mar-25	Apr-25	Jul-25	Sep-25	Oct-25	Nov-25	

Project name



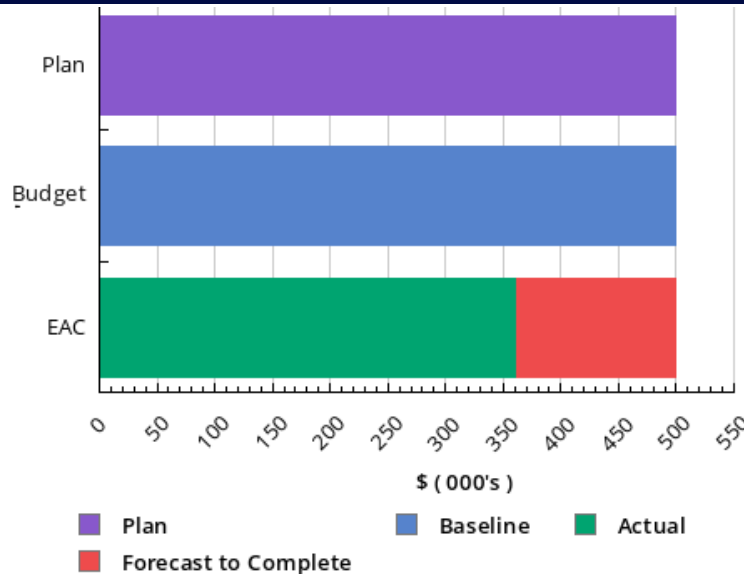
Digitisation of Council Records and the introduction of E-Services

Report date:	Start date:	Approved end date:	Projected end date:	Status update:			
May-25	Jul-23	Jun-27	Jun-27		PREVIOUS STATUS	CURRENT STATUS	
Purpose:	The Digitisation of Council Property Records and the introduction of E-Services.			Overall:	G	G	As of the end of April, the contractor formally wound up their involvement in the project. One file type—representing approximately 70% of the total production—has been uploaded into Content Manager (CM), with the corresponding hardcopy files boxed and transported to Woodville for storage. Approximately 15% of the remaining digital files still require internal quality assurance, error correction, and upload by the project team. This unplanned workload will result in a delay to the project’s completion and may lead to a budget overrun. While the exact timeframe remains uncertain, the plan is to complete the work over the next 12 weeks. An additional \$4,794 was paid to the contractor to process a greater volume of records than initially planned. As part of the assessment for the Property Files Online e-Service, we are evaluating two solution options and working to confirm the scope of records that may be made publicly accessible, ensuring alignment with functional, legal, and security requirements. Under the Priority 2 e-Services Programme, the enhancement of the cemeteries page is progressing well and remains on track for completion by June 2025. The first stage of digital mapping is complete, and current efforts are focused on photographing headstones and collecting associated data for upload.
Project team:	Sponsor: Mike Dunn Project Manager: Sue Lawrence						
Key stakeholders:	IS Consultants/Vendors/Developers Procurement Specialists TDC Staff						
Project budget:							
				<div>Whole of Life</div> <div>Approved budget:</div> <div>\$600,000</div> <div>Actuals:</div> <div>\$137,924</div> <div>Estimate at completion:</div> <div>\$600,000</div> <div>0% Under budget</div>			
				Scope:	G	G	The project's priorities are : Priority 1 • Digitisation • Publicly accessible digital property records. Priority 2 • Cemetery management (GIS mapping, then inhouse) • Community Heritage. Database • Dog Registration • Bookings of facilities • Online payments. The criteria for prioritising the E-services are; customer demand, current or similar service available online, regulatory expectations, customer-facing and costs of delivery.
				Time:	G	G	The digitisation project, originally scheduled for completion in early April, is now expected to be completed within the next 12 weeks but is dependent on the project teams availability. There are currently no other projects dependent on its completion. The overall project will conclude by 30 June 2027.
				Budget:	G	G	An additional \$4,794 was paid to the contractor to process a greater volume of records than originally planned. While budget is available, it is unclear whether it will fully cover the unplanned internal workload, and overall project costs may increase. This will continue to be monitored. The digitisation and Property Files e-Service is funded under the Priority 1 budget of \$395,000, with a further \$205,000 allocated under Priority 2 e-Services.
				Quality:	G	G	The internal resource assigned to manage and conduct quality control audits, including tracking files for the digitisation project is available part time
				Risks:	G	G	The digitisation project and e-services carry their own risks and require individual risk assessment and treatment.
				Opportunities:	G	G	With a fixed budget of \$205,000 for Priority 2 e-services, the number of e-services introduced will depend on their costs and prioritisation.
				Health & Safety:	G	G	As per TDC's Health and Safety
				Resources:	G	G	The introduction of e-services is reliant on the availability of TDC's IT staff.
				Comms:	G	G	A comms plan will be completed as required.
Next steps:							
Planning phase for publicly accessible digital property records finalised. Digitisation of Property files complete. Prioritising and subsequently scoping the Priority 2 E-services.							
Project timeline:							
START	Digitisation of Property records underway			E-Services Preliminary overview completed.			Rescoping of Project
	Procurement process commences			Contractor for Digitisation Services engaged			Digitisation of Property files commences
	Planning Phase for Priority 1 E-service completed			Cemeteries E-service complete			Digitisation of Property Records complete
	Scoping the Priority 2 E-services						FINISH

Project name

Building Iwi Capacity



Report date:	Start date:	Approved end date:	Projected end date:	Status update:			
May-25	Jul-23	Sep-25	Sep-25		PREVIOUS STATUS	CURRENT STATUS	
Purpose:	The purpose is to build iwi capacity to foster meaningful collaboration, ensuring that Māori perspectives are integrated into council activities and community projects, leading to improved outcomes.			Overall:	G	G	Regular meetings and monthly reporting continue to strengthen communication and collaboration between Iwi and TDC. At this stage, there are no projects planned beyond business-as-usual (BAU) activities for the remaining five months of the contract. However, we are actively engaging with Iwi to determine if there is interest in pursuing any additional initiatives during this period.
Project team:	Sponsor: Mike Dunn Project Manager: Sue Lawrence			Scope:	G	G	The following breakdown is the functions that the funding will support:
Key stakeholders:	Ngāti Kahungunu o Tamaki-nui-ā-Rua Rangitāne o Tamaki-nui-ā-Rua Horizons Regional Council TDC Staff						Facilitating and support the ongoing relationship with Tararua District Council to introduce new and improved systems Assess and triage all Council Resource Management Act Consents To build and maintain a strong relationship with Council consenting teams To support the implementation of an improved consenting and charging framework Coordinate site visits especially those of cultural significance during consenting processes Co-ordinate cultural activities associated with consenting Engage with Council in environmental matters that require Iwi input
Project budget:				Time:	G	G	Agreements are in place and the reporting requirements outlined are being met.
 <div>Whole of Life Approved budget: \$500,000 Actuals: \$361,976 Estimate at completion: \$500,000 0% Under budget</div>				Budget:	G	G	The budget is fully allocated with 50% of the funding for each iwi.
				Quality:	G	G	N/A
				Risks:	G	G	N/A
				Opportunities:	G	G	N/A
				Health & Safety:	G	G	No issues.
				Resources:	G	G	Both Iwi have engaged FTE as per the contract.
				Comms:	G	G	To work with the Communications team as required
				Next steps:			
				Continue to work together to further strengthen Iwi capacity and collaboration.			

Project timeline:				
START	Agreement signed	Monthly meetings and reporting in place	Iwi capacity established to partner with council on various projects	FINISH
	Sep-23	Sep-25	Sep-25	

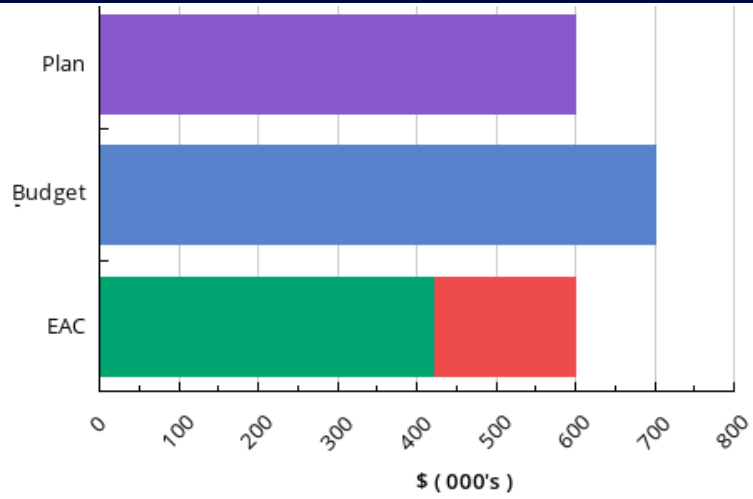
Project name

Future Community Urban Design



Report date:	Start date:	Approved end date:	Projected end date:
May-25	Jul-23	Oct-24	Jul-25

Purpose:	The purpose of the Future Community Urban Design project is to "Developing a Framework for Managing the Built Environment in Urban Areas for Future communities"
Project team:	Sponsor: Mike Dunn Project Manager: Sue Lawrence
Key stakeholders:	Community Boards Iwi Community members Horizons Regional Council Waka Kotahi Council members Developers Utility Providers Kainga Ora TDC Staff

Project budget:			
	Whole of Life Approved budget: \$700,000 Actuals: \$423,271 Estimate at completion: \$601,000		
	14% Under budget		

Status update:			
	PREVIOUS STATUS	CURRENT STATUS	
Overall:	G	G	The Urban Design Strategy has been renamed the Urban Centres Enhancement Strategy. The strategy will now include Pahiatua and Eketāhuna, reflecting a district-wide approach. Existing information from past consultations in Pahiatua and Eketāhuna will be used to inform their inclusion in the strategy. The draft strategy is expected to be ready for feedback from Elected Members in mid-May, with plans for public consultation to be approved at the Council meeting in late May. ePlan is still on track to be available in July.
Scope:	G	G	Part A Urban Growth Strategy and the Development Policy to inform the District Plan Review are complete For Part B the deliverable is the Urban Centres Enhancement Strategy (previously referred to as the Urban Design Strategy Urban Design Strategy ,Town and Village Centre Upgrade and Urban Connectivity Strategies).
Time:	G	G	The Urban Centres Enhancement Strategy, originally planned for completion in June, has been extended by 4–5 weeks. However, this will not affect the overall project timeline, with the ePlan scheduled to be available for use in July 2025.
Budget:	G	G	Current expenditure is \$423,271, which is 56% of the total budget of \$700,000. Incorporating information for Eketahuna and Pahiatua is an unbudgeted but will not alter the previous forecasted project spend of \$601,000, 14% under budget.
Quality:	G	G	Deliverables and timeframes are being monitored.
Risks:	G	G	There is no change to the Risks.
Opportunities:	G	G	N/A
Health & Safety:	G	G	N/A
Resources:	G	G	Expert resources have been engaged to undertake this project.
Comms:	G	G	Ongoing liaison with Comms team as required.
Next steps:			
Draft of Urban Centres Enhancement Strategy approved for public feedback. Urban Centres Enhancement Strategy adopted.			
Adopted Draft District Plan is available on Eplan			

Project timeline:									
START	Background and Development Phase	Draft Growth Strategy adopted	Approval of Growth Strategy	Community Engagement for Urban Design Strategy	Development Policy completed for District Plan Review	Feedback on Draft Report finalised	Urban Design Strategy adopted	ePlan for District Plan released	FINISH
	Jun-23	Dec-23	May-24	Dec-24	Feb-25	May-25	Jun-25	Jul-25	



Report

Date : 4 June 2025

To : Chairperson and Board Members
Eketahuna Community Board

From : Sarah Fountaine
Community Engagement Officer

Subject : **Eketāhuna Community Plan**

Item No : **8.6**

1. Recommendation

- 1.1 *That the report from the Community Engagement Officer dated 03 June 2025 concerning the Eketāhuna Community Plan be received.*

AND EITHER

- 1.2 *That the Eketāhuna Community Board agrees on a date to meet and discuss the Updated Plan, assign project leads where required, reaffirm next steps and select method of community engagement moving forward.*

OR:

- 1.3 *That the Eketāhuna Community Board determines that it currently does not have capacity to move forward with a community plan and wishes to temporarily halt the process until after the local elections or such time that suits.*

2. Reason for the Report

- 2.1 To provide members of the Board with an update on the Eketāhuna Community Plan.

3. Background

- 3.1 Tararua District Council has a Community Development activity that aims to support community to achieve their desired outcomes.
- 3.2 To achieve this, Council is working alongside town and village representative groups to develop a Community-Led Development Plans - or "Community Plan" - that details the community's key aspirations, and the projects that will deliver outcomes for these aspirations.
- 3.3 Community-Led Development is a widely supported practise, particularly among philanthropic (charitable) trusts and agencies. It demonstrates community collaboration and can assist in attracting funding for the various projects developed as part of the Plan.

4. Journey to Date

4.1 November Workshop -

Community Development Staff met with members of the Eketāhuna Community Board, Eketāhuna Our Town Steering Committee, and Elected Portfolio Holders on 27 November 2023 to workshop the first few sections of the base document that will be used to consult and engage with the community.

This workshop included conversation on proposed community priorities, identification of active projects, acknowledgement of recently completed projects and discussion on other projects that might be included in the plan – i.e., projects that have previously been consulted on and new projects that have been put forward by the community.

Outcomes of the meeting were:

- Representatives of various projects to complete the background information on the projects that are to be included in the plan or put forward for community during the idea gathering phase.
- Community Development Staff to draft the document in preparation for next phase of the development of the plan.

Community development staff requested Community Plan as an agenda item at the next Eketāhuna Community Board meeting on Monday 13 May 2024.

4.2 May Board Meeting -

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

Following the 13 May meeting, Community development staff provided the Board with an updated copy of the plan and a comprehensive summary of the next steps.

The Board were tasked with carrying out the next steps – i.e. reviewing the document and providing information and detail to Council staff – with a discussion item programmed for the August meeting of the Board.

4.3 Community engagement -

4.4 December 2024 – February 2025 Survey conducted for Eketāhuna Our Town to identify/gather detail on any active/future projects that have been missed.

Attachments

1 [!\[\]\(9a21e67d93507b80e681d021de829590_img.jpg\)](#). Survey Results (Summary) - Eketāhuna Community Plan - December 2024

2 [!\[\]\(262b02db68c96837beb2778d0ab7fc35_img.jpg\)](#). Example of Community Plan Questionnaire - circulated to members at Eketahuna Community Board meeting 12 August 2024

Responses Overview Closed

Responses

6



Average Time

09:45



Duration

160 Days



1. Your name

6

Responses

Latest Responses

"Clive Bickerstaff"

"Laura White"

"Horowai"

...

2. Your best contact (phone or email)

6

Responses

Latest Responses

"Bickerstaffclive@gmail.com"

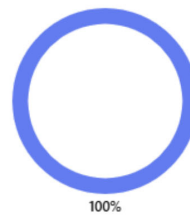
"laura.alice.white@gmail.com"

"021333247"

...

3. Do you live in or around Eketāhuna?

● Yes 6
● No 0

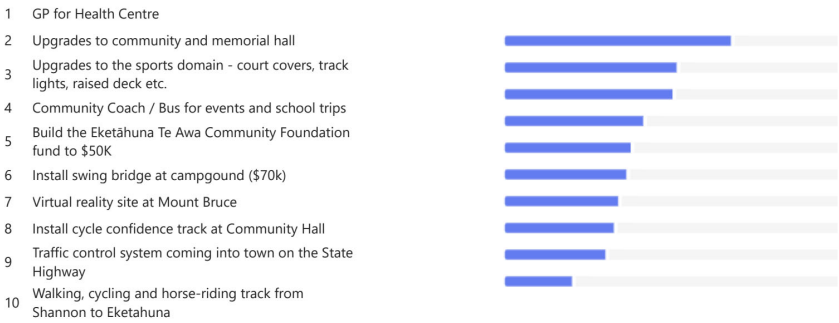


4. Please rank these in the order you believe will have the greatest impact on our community:

- 1 Enhancing Town Pride Through a Vibrant Main Street
- 2 Community Hub
- 3 Opportunities for Youth
- 4 Town Centre to Mount Bruce Cycleway
- 5 New Dog Park Development
- 6 Community Skate Rink



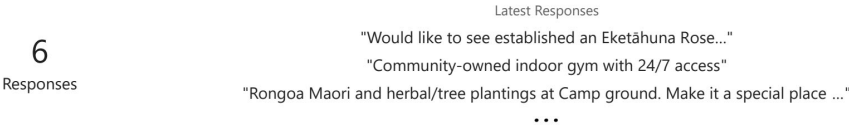
5. Future projects



6. In the Community Plan, we have carried out a stock-take of the community assets we have in Eketāhuna. Are we missing anything? What other assets do we have that should be highlighted?



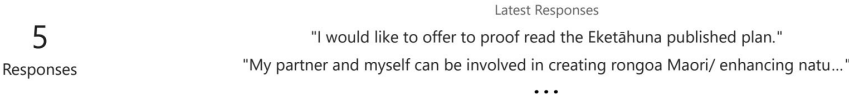
7. Do you have an idea for a new project or event?



8. How open are you to getting involved in projects?



9. Additional comments about volunteering



WHAT'S HAPPENING

Positively Woodville Community Committee is working on the development of a "Community-led Development Plan" or "Community Plan" that will detail what the community is working on or working towards over the coming years.

Please note, this is **not** the same as the Council's Long Term Plan that is also open for consultation at the moment. This is a separate activity that is led by the Woodville community.

WHAT'S HAPPENED SO FAR

At our recent "Coffee, Cookies and Conversation" Day

Positively Woodville presented a range of proposed projects and events for community feedback.

We also asked which community projects by other groups we should support.

Now we want to give the wider community a chance to have a say in how we prioritise these ideas.

On the day many other suggestions were put forward by members of the public and we will now look at how we can help progress those ideas.

LET'S TALK ABOUT IT

If you'd like to discuss one of the projects or events with us and learn more about what it is and how you can be involved, please provide your name and contact details.

Name _____

Contact phone _____

Contact email _____

WHAT'S MISSING?

Have you got a great project or event you want to get off the ground? Tell us about it, we may be able to help.

WE NEED VOLUNTEERS

Has one of our projects piqued your interest?
Get involved

Do you know someone who is keen to help?
Introduce them to us

WITHOUT VOLUNTEERS, WE ARE JUST A GROUP OF PEOPLE THAT MEETS ONCE A MONTH AND TALKS ABOUT DOING THINGS...

NEW MEMBERS WELCOME

If you are interested in learning about the benefits of being a member, please feel free to come to one of our meetings. Positively Woodville Community Committee meets on the first Tuesday of every month at the Woodville Sports Stadium Suppoer Room.

WOODVILLE COMMUNITY PLAN YOUR TOWN YOUR PLAN YOUR IDEAS



Have your say and help us to develop
the Woodville Community Plan

Vote for the projects and events that
you want to see Woodville achieve and
learn about how you can get involved.

Positively
WOODVILLE
Community Committee

HOW TO HAVE YOUR SAY:

We want to hear from you - please read the instructions below and then select the projects or events that you most wish to see happen in Woodville. Your votes will help the committee to understand what is most important to the community right now.

INSTRUCTIONS:

Firstly, if you want to know more about any of the projects or events you can:

Check out our Facebook page:

→ www.facebook.com/positivelywoodville

Browse a printed copy available at:

→ Woodville Library
→ Tararua isite

Then, select the items that you want us to focus on now. Once you have made your selections, please return this form to one of the following feedback boxes:

→ Tararua isite
→ Woodville Four Square
→ Woodville Library

Extra forms are available wherever we have feedback collection box. You can also give your feedback online by scanning the QR code.

PROJECTS:

See the **INSTRUCTIONS** for where you can find more detail on all of the projects and events.

- ☐ Youth-focussed Projects
- ☐ Skate Park
- ☐ Water Park
- ☐ Youth Centre/Training Hub
- ☐ Update play equipment in Fountains Square (e.g. wheelchair swing)
- ☐ Main Street Flowers
- ☐ Dog Park
- ☐ Business Properties Paint Palette
- ☐ Mural Make-over
- ☐ Boundary Beauty
- ☐ Stylish Street Lamps
- ☐ Community Garden(s)
- ☐ FlagTrax System for Event Flags
- ☐ New Tourist Attraction
- ☐ Whariti Peak Luge Track
- ☐ Adventure Park (zip-lining etc)
- ☐ Treasure Trails
- ☐ Community Art Installation: Post Your Story
- ☐ Tararua Taonga
- ☐ Event Signage
- ☐ Quirky Themed Signage

EVENTS:

- ☐ Mad Hatters Day - expand on current
- ☐ Manawatu Gorge Farewell and Tribute
- ☐ Community Movie Nights
- ☐ Wacky Races
- ☐ Music Festival
- ☐ Wearing Our Waste - Competition and Fashion Show

PROJECTS BEING DELIVERED BY OTHER GROUPS IN WOODVILLE:

- ☐ 150 Year Celebration Sub-Committee: Celebrating 150 Years of Woodville
- ☐ 150 Year Celebration Sub-Committee: Upgrade Main Street gardens
- ☐ Woodville Lions Club: Return of the Tree Sculpture
- ☐ Woodville Recreation and Play (WRAP): Solar Heating the Woodville Pool
- ☐ A whisper we heard but haven't confirmed: Revival of Woodville Little Theatre

GIVE YOUR FEEDBACK ONLINE:**LEARN MORE ABOUT THE OPTIONS:**



Report

Date : 4 June 2025

To : Chairperson and Board Members
Eketahuna Community Board

From : Allie Dunn
Manager - Democracy Services

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

Item No : **8.7**

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 be 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.