



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 156 High Street, Dannevirke on Wednesday 27 August 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, and S A Wallace

### In Attendance

Mr C French	- Relier
Mr P Wimsett	- Interim Chief Executive
Mrs K Tani	- Group Manager – Strategy and Information
Ms T McDonald	- Chief Financial Officer
Mr M Dunn	- Three Waters Manager
Mr J Single	- Regulatory Services Manager
Mrs A Charmley	- Planning Services Manager
Mrs S Walshe	- Finance Manager
Mrs B Fowler	- Senior Financial Accountant
Ms E Roberts	- Revenue Manager
Ms A Rule	- Policy and Planning Advisor
Mrs A Dunn	- Manager – Democracy Services

## 2. Council Prayer

The Mayor opened the meeting with the Council Prayer.

## 3. Apologies

***That the apologies from Councillors K A Sutherland and S M Wards, and apology from Councillor Chase for lateness, be approved and leave of absence granted for the meeting.***

***Crs Gilmore/Johns***

***Carried***

**4. Public Forum**

There were no requests for public forum.

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

Nil

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

Nil

**7. Confirmation of Minutes**

*That the minutes of the Council meeting held on 30 July 2025 (as circulated) and Extraordinary Council meeting held on 20 August 2025 (as circulated) be confirmed as true and accurate records of the meetings.*

*Crs Peeti-Webber/Johns*

*Carried*

**8. Community Boards and Community Committees Reports**

**8.1 Minutes - Explore Pahiatua Community Committee**

*That the minutes of the Explore Pahiatua Community Committee meeting held 06 August 2025 be received.*

*Crs Gilmore/Franklin*

*Carried*

**8.2 Minutes - Eketahuna Community Board**

*That the minutes of the Eketāhuna Community Board meeting held 11 August 2025 be received.*

*Crs Gilmore/Franklin*

*Carried*

**8.3 Minutes - Dannevirke Community Board**

*That the minutes of the Dannevirke Community Board meeting held 18 August 2025 be received.*

*Crs Gilmore/Franklin*

*Carried*

## **9. Reports**

### **9.1 12 Month Performance Report - Period Ending 30 June 2025**

The Tararua District Council considered the report of the Senior Financial Accountant dated 14 August 2025 that presented the twelve month performance report for the period ending 30 June 2025, and an indication of the year end result.

The Three Waters Manager spoke to the capital expenditure report, highlighting the carry forwards from the past financial year. He spoke about the projects that had moved into the delivery phase and the projects that had been completed during the year. Clarification was provided that the digitisation part of the digitisation and e-services project had been completed, and the e-services project would be the next phase of that project to provide e-services to the community. With regards to the expected timeline for delivery of e-services project, it was noted that project progress reports would be provided to Council.

The Senior Financial Accountant spoke to the operating performance report, highlighting the favourable result of \$43.7 million compared to budget of \$35.6 million, which included external subsidies. She spoke about the unfavourable variance result due to change in interest costs. In response to a question, she noted the offset from deposits that mitigated the cost of external borrowings.

It was asked that with regard to expenditure from trust funds, it was asked whether additional explanation within the report could be provided to explain how this was recognised through the accounts.

An explanation was provided on some of the waste management transport costs. It was noted that Council was receiving \$58 per tonne for its recycled cardboard, where in the past no revenue had been received.

Clarification was provided on the \$84,000 Laws Road diversion cost. It was advised that NZTA Waka Kotahi had agreed to pay for the damage resulting from the diversion. The funding they provided has gone towards fixing the damage and preparation for a full reseal within the coming construction season.

With regard to the impact of rising insurance costs, it was noted that a report was scheduled to be brought to the Audit and Risk Committee to consider setting an insurance strategy.

*The meeting adjourned at 10:48am and resumed at 11:01am. Councillor N L Chase joined the meeting at 11:01am.*

The Finance Manager spoke to the service performance results. It was noted for the next financial year there would be changes in the way the survey questions would be asked, including real-time feedback.

The Revenue Manager spoke to the debtors report. It was noted in figure 12 that the rebates referred to in the movements for 2024-25 referred to rates remissions.

With regard to irregular payments noted in the report, it was asked whether there was any further information about the reasons for these. It was advised that these mostly related to automatic payments where adjustments needed to be made by the ratepayer. It was asked whether further information could be provided to help Council understand any drivers for these.

With regard to the remaining ratepayers affected by the direct debit error, who had not yet signed an agreement for rates postponement, it was noted that these would be transferred to Debt Management Central to manage going forward.

The Senior Financial Accountant spoke about the self-funding activities, and noted that sale proceeds from Birch North forest had been received. In response to a question on the timing for paying down debt from the proceeds, it was advised that a paper would be brought to the September Council meeting to outline the policy position and seek a further resolution to enable Council to apply the debt as per the resolution of Council.

***That the report from the Senior Financial Accountant dated 05 August 2025 concerning the 12 Month Performance Report - Period Ending 30 June 2025 be received.***

***Crs Peeti-Webber/Wallace***

***Carried***

## 9.2

### **Draft Annual Report for the Year Ended 30 June 2025**

The Tararua District Council considered the report of the Senior Financial Accountant dated 14 August 2025 that presented the draft Annual Report for the year ended 30 June 2025, and provided an outline of the process required to adopt the Annual Report.

The Senior Financial Accountant spoke to the draft Annual Report, noting that the layout of the report had been designed to be similar to the Annual Plan.

She advised that the reports on non-financial performance from activities included the customer satisfaction survey. She noted the inclusion of infographics to help with communicating key results, and reported that 62% of targets had been met, compared to 61% in the previous year.

The Council acknowledged the achievement of officers for delivering the Annual Report this early, as this had been the earliest delivery in the Council's history.

***That the report from the Senior Financial Accountant dated 14 August 2025 concerning the Draft Annual Report for the Year Ended 30 June 2025 be received.***

***That the Tararua District Council receive the draft Annual Report for the year ended 30 June 2025.***

***That the Mayor and Chief Executive be delegated authority to make any minor changes requested by Audit New Zealand and to sign the Statement of Compliance and Responsibility that is contained within the Annual Report for the year ended 30 June 2025.***

***Crs Wallace/Long***

***Carried***

### 9.3 **Finance and Performance Management Report**

The Tararua District Council considered the report of the Finance Manager dated 15 August 2025 that provided an update on matters relating to financial and service performance.

With regard to external funding, officers highlighted the expected revenue of \$2 million in September. With regard to borrowing headroom, the Finance Manager noted the graphs that show that the Council was managing its borrowings in a prudent way.

With regard to the increase in the number of rating units, it was noted that some of the properties were not rated for general rates, but could be targeted for water, and wastewater charges as set out in the schedule to the Local Government (Rating) Act 2002 (e.g. educational facilities).

With regard to the Government's back to basics reporting, a copy of the key metrics published by the Department of Internal Affairs was included in the report. An explanation was provided of what the metrics meant, noting that for a small Council the results showed this Council was doing well.

With regard to universal water meters, it was noted this was not a revenue generating activity. The aim of the project was to allocate the costs of water supply more fairly to the users. It was noted that the debt incurred would be transferred to the new water entity. The project also would assist the Council in identifying water leaks from individual properties. It was asked that information be provided on how water meters could offset operational expenditure, for example reduction in water use corresponding with reduced cost of water treatment. In response to a question about the expected lifetime of the assets, it was noted that water meters would degrade over time, but would generally be expected to last about twenty years. It was asked whether some of the key findings from other Councils that installed water meters could be shared publicly, for example the operational efficiencies and savings experienced.

With regard to the Plan Stop Policy, it was noted that a report would be brought to the September Council meeting.

With regard to Fuel Costs, Council noted the recent community interest in this which led to the inclusion of this information in the agenda. It was highlighted

that the fuel costs included fuel that had been purchased to run generators, and in 2023/24 there had been an increase in fuel costs as a result of fuel required to run generators for areas of the district that had been impacted by Cyclone Gabrielle. It was suggested that this information be included in the mythbusters information that the Communications Team had developed.

***That the report from the Finance Manager dated 15 August 2025 concerning the Finance and Performance Management Report be received.***

***Crs Johns/Chase***

***Carried***

*The meeting adjourned at 12:26pm and resumed at 1:00pm*

#### **9.4 Amendment to 2025-2026 Fees and Charges**

The Tararua District Council considered the report of the Finance Manager dated 15 August 2025 that sought amendment to Council's fees and charges. It was noted that a change in the way that the supplier charges for each consent through the GoGet system from a flat fee to a scaled fee depending on value of building consent needed to be reflected in Council's fees and charges. There was also a new food business levy that the Council is required to charge to all food businesses registered under the Food Act 2014 and pass on to the Ministry for Primary Industries.

***That the report from the Finance Manager dated 15 August 2025 concerning the Amendment to 2025-2026 Fees and Charges be received.***

***That the Council amends the Fees and Charges adopted on 25 June 2025 as follows:***

***Building Control – amend GoGet Administration Fee to read:***

***GoGet Administration Fee – per consent application – actual cost***

***Food Licences – add:***

***Food Business Levy - \$66.13 (GST inclusive)***

***Crs Johns/Long***

***Carried***

#### **9.5 2024/2025 Annual Report of the Tararua District Licensing Committee**

The Tararua District Council considered the report of the Regulatory Services Manager dated 29 July 2025 that provided for information the annual report on the administration of alcohol licensing for the period 1 July 2024 to 30 June 2025.

***That the report from the Regulatory Services Manager dated 29 July 2025 concerning the 2024/2025 Annual Report of the Tararua District Licensing***

***Committee be received.***

***Crs Johns/Franklin***

***Carried***

**9.6 Council Enforcement Policy (3 year review)**

The Tararua District Council considered the report of the Regulatory Services Manager dated 4 August 2025 that advised the Council of the recent review of the Enforcement Policy.

***That the report from the Regulatory Services Manager dated 04 August 2025 concerning the Council Enforcement Policy (3 year review) be received.***

***Crs Wallace/Long***

***Carried***

**9.7 Adoption of Freedom Camping Bylaw 2025**

The Tararua District Council considered the report of the Policy and Planning Advisor dated 6 August 2025 that sought adoption of the Freedom Camping Bylaw 2025, following completion of the public consultation and decision-making on matters raised through submissions.

***That the report from the Policy and Planning Advisor dated 06 August 2025 concerning the Adoption of Freedom Camping Bylaw 2025 be received.***

***That the Tararua District Council's Freedom Camping Bylaw 2025 be adopted, with an effective date of 15 September 2025.***

***That the Chief Executive be delegated authority to make editorial and typographical amendments to the Freedom Camping Bylaw 2025 prior to publishing.***

***Crs Johns/Peeti-Webber***

***Carried***

**9.8 Water Supply Bylaw and Backflow Prevention Policy**

The Tararua District Council considered the report of the Policy and Planning Advisor dated 24 June 2025 that provided information on the progress of the Water Supply Bylaw review and the development of the new Backflow Prevention Policy. Mr Chris French, of Relier, joined the meeting on Teams to answer questions regarding the report. He spoke about provisions in the Water Services Bill relating to the development of Water Supply Bylaws. He noted the bylaw was in draft as it was awaiting enactment of the Bill and legal advice, so that should the Council need to proceed with its Bylaw it would be in a good position to do so.

***That the report from the Policy and Planning Advisor dated 24 June 2025 concerning the Water Supply Bylaw and Backflow Prevention Policy be received.***

**9.9 Adoption of Urban Enhancement Strategy 2025-2050**

The Tararua District Council considered the report of the Group Manager – Strategy and Information dated 18 August 2025 that sought adoption of the Urban Enhancement Strategy 2025-2050, following completion of the public engagement and consideration of matters raised through submissions. It was noted that the document was a long term vision which was intended to help inform future growth.

With regard to the projected population for Woodville of 4,000 it was asked that this be amended as this was felt to be too aspirational. There was also a typographical error noted on page 295 that needed correction.

During discussion concerns were raised about the generic nature of the document, that many of the placemaking items cited were already happening, and there was concern the document would not be used. There were also concerns about improvements built to date that had removed car parks, and obstructed traffic flow.

It was asked that clarification be provided about the funding of this project through the better off funding, and that this matter be left lying on the table for consideration at Council's next meeting.

***That the report from the Group Manager - Strategy and Information dated 18 August 2025 concerning the Adoption of Urban Enhancement Strategy 2025-2050 lie on the table for consideration at the next meeting of Council on 24 September 2025.***

*Crs Gilmore/Long**Carried**Cr P A Johns recorded his vote against the motion***9.10 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 7 August 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 07 August 2025 concerning the Requests for Information under the Local Government Official Information and Meetings Act 1987 be received.***

*Crs Wallace/Gilmore**Carried*



## **10. Correspondence**

### **10.1 Letter re Invitation to Lindauer Commemoration**

The Mayor spoke about the invitation sent for attendance at the event to commemorate artist Gottfried Lindauer, noting that they were looking at having people from the Czech republic attend the event as well as the Ambassador.

## **11. Portfolio Reports**

Nil

## **12. Mayoral Matters**

Nil

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

Nil

## **14. Public Excluded Items of Business**

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

### *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 commercial and industrial negotiations</i>	<i>&lt;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)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).***

***Crs Peeti-Webber/Wallace***

***Carried***

*The meeting went into public excluded session at 1:38pm and resumed open session at 1:39pm.*

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 1:40pm.

---

Mayor