



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 156 High Street, Dannevirke on **Wednesday 24 September 2025** commencing at **9:30am**.

Malcolm Alexander
Chief Executive

Agenda

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

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

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

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

5. Notification of Items Not on the Agenda

Major items not on the agenda may be dealt with at this meeting if so resolved by the Council 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 Council may be discussed if the chairperson explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at that meeting, but no resolution, decision or recommendation may be made in respect of that item except to refer it to a subsequent meeting.

6.	Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business	
7.	Confirmation of Minutes	5
	<i>Recommendation</i>	
	<i>That the minutes of the Council meeting held on 27 August 2025 (as circulated) be confirmed as a true and accurate record of the meeting.</i>	
8.	Community Boards and Community Committees Reports	
8.1	Minutes - Positively Woodville Community Committee	15
	<i>Recommended</i>	
	<i>That the minutes of the Positively Woodville Community Committee meeting held 5 August 2025, and the meeting held 2 September 2025 be received.</i>	
8.2	Minutes - Explore Pahiatua Community Committee	22
	<i>Recommended</i>	
	<i>That the minutes of the Explore Pahiatua Community Committee meeting held 03 September 2025 be received.</i>	
8.3	Minutes - Eketahuna Community Board	29
	<i>Recommended</i>	
	<i>That the minutes of the Eketāhuna Community Board meeting held 08 September 2025 be received.</i>	
8.4	Minutes - Dannevirke Community Board	37
	<i>Recommendation</i>	
	<i>That the minutes of the Dannevirke Community Board meeting held 15 September 2025 be received.</i>	
	Note: Any of the Community Boards and Community Committees may send a representative to address the Council on any issues within the agenda or matters of interest to them.	
9.	Reports	
9.1	Water Services Organisation - Wairarapa Tararua Water Draft Constitution and Shareholders' Agreement	47

9.2	Woodville Skatepark Business Case and Site Approval	121
9.3	Capital Expenditure Report - Carry Forwards 2024/25	155
9.4	2024/2025 Transportation Budget Carry Forward Request	165
9.5	Tararua District Council Omnibus Reserve Management Plan - Final Draft	169
9.6	Better Off Funding Timeline	175
9.7	Notification of District-wide Contestable fund Round 1 2025/2026 outcome.	305
9.8	Road Closure Requested Under the Tenth Schedule Local Government Act 1974	317
9.9	Road Closure Requested Under the Tenth Schedule of the Local Government Act 1974	339
9.10	Requests for Information under the Local Government Official Information and Meetings Act 1987	347

10. Correspondence

11. Portfolio Reports

Councillors assigned the responsibility to undertake the portfolio for a specific activity can report back on any of these matters.

12. Mayoral Matters

13. Items not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 4

14. Public Excluded Items of Business

Recommendation

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

Land Purchase - Dannevirke Additional Treated Water Reservoir

Land Purchase - 33 York Street, Dannevirke

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>Land Purchase - 33 York Street, Dannevirke</i>	<i>To protect commercial and industrial negotiations</i>	<i><Section (1)(a)(i)</i>
<i>Land Purchase - Dannevirke Additional Treated Water Reservoir</i>	<i>To protect commercial and industrial negotiations</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)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).***
- s7(2)(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).***

15. Closure



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><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



MEETING MINUTES

Meeting held 5th August at 7pm
Woodville Sports Stadium Supper room

1. Present:

M Carroll, S Gilmour, P Johns, A Hapuku, P Cocks, A Sowry

Visitors: K King, C Wylde, C Johns, C Corlett, Tony (Okie Dokie Traffic Management)

Apologies:

J Kopa, C Wilton, R MacMillan, B & V Tomlinson, B Hutton, K Stevens

That the apologies be accepted

A Hapuku/M Carroll

Carried

2. Correspondence:

Tararua Community Funding sessions July 2025 – Invitation
E Bike Charging – Anthony Behrens
Insurance Renewal – Rothbury

Amendment to minutes re Garden Club – Mary McAvoy
Invoices – Village Hall Hireage for Meet the Candidates
Water Metering Programme – Pricilla O’Neale
Lock it In Woodville – TDC re Wdv Tennis Court fence

Lottery Community Fund
Email advising of pending complaint

Xmas Parade – Willsum Food Ltd re mechanical bull exhibition
Bruce Hutton re confirmation of flag raising
TC, Belinda Crosswell re overdue account for hall hire
District Plan Review

Sara Fountaine, (Community Engagement Officer) TDC –
Community Plan

3. Conflicts of Interest: Nil

4. Minutes of Previous meeting

That minutes of previous meeting be approved

M Carroll/P Cocks

Matters Arising from Minutes

Amendment to Minutes re Garden Club

Letter from Carol Johns read re garden maintenance

It was noted that garden work was to have been upgraded before the next meeting.

Discussion pointed out that the council needs to be contacted as there is an existing contract with a maintenance crew to do that work.
Facilities Manager needs to be contacted.

Cemetery Gate – A response from TDC facilities are aware if the missing gate at the cemetery and it is to be replaced.

5. Financials

The financial report was presented by the Treasurer.

Invoice was presented for payment from Hutton Services for the Worldwide Sign \$50

That the Financial Report be accepted and accounts paid.

MCarroll/A Sowry

Carried

6. General Business:

A Sowry made a request to the Committee that the money ringfenced for Flight Day be reallocated to assisting the Papatawa Hall.
Decided to holdover discussion to next meeting.

Meet the Candidates Meeting:

Scheduled for 12th August

Due to the large number of candidates, (20) it was suggested that ensure everyone has a chance to speak that this be split over two nights.

Contact Village Hall to book in 19th August

Urgency required with this to notify candidates.

Moved that meetings be held as follows

12th August – Councillors

19th August – Mayoral, Maori Ward and Horizons

A Hapuku/M Carroll

Carried

Xmas Parade Traffic Management

Tony from Okie Dokey Traffic Management introduced himself to the meeting re using their TMP.

PW requested that he contact us with a quote.

Approx \$6500 Inc GST which would be 6 controllers and us supplying some volunteers to cut down costs.

Mad Hatters Day

J Kendrick has asked whether the signs have been put up.

Strips on old signs to be replaced with new dates.

Requested that this be done promptly and installed.

Suggested to be located where 150yr signage is

Flowers

Moved that flowers be ordered for our Chairperson J Kopa who had recently had a stay in hospital

P Johns/A Hapuku

Carried

Meeting closed at 7.40

2

Positively Woodville Incorporated
positivelywoodville@gmail.com

Next Meeting – 2 September 2025

Signed:

Chairperson

Date:

MEETING MINUTES

Meeting held 2nd September at 7pm
Woodville Sports Stadium Supper room

1. Present:

M Carroll, J Kopa, R Compton, B Tomlinson, C Archer, A Sowry, P Johns, B Hutton, K Stevens, R MacMillan, A Hapuku, V Tomlinson (late arrival)

Visitors: C & M Corlett, P O'Neal-Searancke (TDC), S Fountaine (TDC Community engagement Officer)

Apologies:

S Gilmour, C Wilton, C Archer, K King (new member), S Bonser

That the apologies be accepted

P Johns/B Hutton

Carried

2. Correspondence:

Sara Fountaine TDC Community Plan

Raylene Treder – Monthly update

Bruce Hutton – Time for Xmas Flag Funding

That correspondence be accepted

B Hutton/P Johns

Carried

Bruce Hutton – Sunflower competition (Tabled & read at meeting)

3. Conflicts of Interest: Nil

4. Minutes of Previous meeting

That minutes of previous meeting be approved

P Johns/A Sowry

Matters Arising from Minutes

Request for updated report regarding Te Apiti Discovery Centre.

P Johns spoke on behalf suggesting that Mavis Mullins has been involved in the Pukaha refinancing and thus the Te Apiti project has been on the back burner

5. Visitor Sara Fountaine was asked to present the Woodville Community Plan to the meeting
The Plan was presented to the meeting

Moved that the plan be received and that a strategy meeting is held in September to finalise The Community Plan and present it for approval at the October meeting

P Johns/B Hutton

6. Visitor Priscilla O'Neal-Searancke from TDC was asked to speak in response to questions regarding the proposed water metering plan.

Information regarding is available on the TDC website and Priscilla will send a link to Positively Woodville for us to make available via our facebook page.

Sunflower Competition

J Kopa read out B Huttons letter re the Competition.

In line with our theme for the main street flower baskets and flags the proposal was that we have a sunflower growing competition.

Moved that PW approve \$250 to purchase seeds and these will be available at Rinitawa for a koha.

B Hutton/P Johns

Carried

7. Flagtrax

Some damage has been done to the track on a pole outside the Bowling Club.

Quote has been obtained for repair - \$750 + installation

K Stevens suggested we apply to Pub Charity for the cost of repairs.

Kimberley offered to take over the application

Moved to apply to Pub Charity for quoted amount for broken flag trax repair

K Stevens/B Tomlinson

Suggested that we salvage old one and have for spare parts.

Noted that should this damage be ongoing due to the camber of the road we consider not having a flag on the affected pole.

8. Fundraising Applications

It was suggested that at the upcoming AGM we appoint a funding officer to manage our funding applications.

Until then K Stevens will take on the role and it to be formalized at the AGM

9. Financials

a) The financial report was presented by the Treasurer Representative B Tomlinson

Moved that the Financial Report be accepted and accounts (including any additional account presented on the night of the meeting) be paid.

B Tomlinson/A Hapuku

Carried

b) An application has been received from NZ Police for a funding grant to provide ice-blocks etc for the Woodville School Crossing Patrol.

Moved to grant a set amount of \$200.

B Tomlinson/P Johns

Carried

c) The report for the 150th Concert expenditure will be presented at the October meeting.

d) A request to be made to Paula McCool for an update regarding the 150yr book

e) The treasurer received a letter of thanks from the Woodville Dojo for PW assistance with handling of the monies of their grant funding.

10. Council report presented by P Johns

It was passed in Council that TDC will join with the Wairarapa Council to form CCO to handle waste water and potable water.

Council have appointed LGNZ to employ a new CEO.
Currently Malcolm Alexander is standing in until 1 March 2026

11. Skatepark Update from K Stevens

On 24 September a presentation will be made to TDC including a Business case, update re Resource Consents and letters of support from School and local residents
The park will require land use consent due to the amount of earthworks require.
Consultation to be had with J-Stone Skate Parks for consent application requirements
\$350k has been secured so far.

Proposed that we approach Community Facilities Fund for last of funding.

12. Chair report

- a) October is AGM time so any nominations for officers need to be filled out 2 weeks prior to the AGM
- b) Mad Hatters – 2nd November 2025
Jenny has asked for confirmation of numbers for helpers on the day.
A volunteer has been organised who will dress as the Mad Hatter for photos with the public.

Motion that Positively Woodville purchase of a plant to send to Jenny following the death of her mother

J Kopa/B Hutton

Carried

- c) Xmas Parade 2025
Last month we had a representative from Okey Dokey Traffic Management who supplied a tentative quote of approx. \$6.5k but now due to changes in TM rules this has been revoked as the costs will rise considerably.

Question raised as to whether the Parade needs to on Vogel Street?

A Xmas Day Event Group was formed to look at possibilities:
J Kopa, R MacMillan, K Stevens, P Johns, A Hapuku

- d) Fountaine Square Insect/Gecko search:
10x metal Geckos, 10 x dragonflies/butterflies and 10x fairy houses have been purchased. These will be installed throughout Fountaine Square.
Kimberley to design a search map for children to use
Volunteers required on Friday the 5th at 9am for installation. (Please bring ladders and drills etc).
- e) Positive responses have been made regarding the baskets and it would appear they have stood up to the recent high winds.
- f) Suggested that we purchase a native tree to be planted at Fountaine Square in celebration of our 150 Year celebrations.

Motion to plant a native tree with a plaque in Fountaine Square to commemorate 150yrs

J Kopa/A Hapuku

Carried

- 13.** A Sowry asked if the monies originally ringfenced for the show day could be reallocated to the Papatawa Hall for installation of a trophy cabinet for the trophies from the now closed Papatawa School.

Bruce Hutton advised that Rinitawa Gallery may have a suitable cabinet.

Moved that those monies be moved into the Xmas Fund.

V Tomlinson/B Tomlinson

Carried

Meeting closed at 8.45

Next Meeting – AGM followed by General Meeting - October 7 2025

Signed:

Chairperson

Date:



Minutes of the Explore Pahiataua Incorporated Society meeting held at the Tararua District Council Service Centre, 136 Main Street, Pahiataua on 3 September 2025 at 7pm

1. Present

- 1.1. Committee Members: Ali Romanos (Chair), Raylene Treder (Deputy Chair), Georgina Morrison (Secretary), Marie Kissick (Treasurer), Ingrid de Graaf, Anaissa Mandal, James Devoe, Sanam Asalmani,
- 1.2. Tararua District Council Representatives: Cr Alison Franklin.
- 1.3. Public attendees: Debbie Stewart (Arohanui Hospice), Kody Hodder

2. Apologies

- 2.1. Marie Kissick for lateness (joined the meeting at 7:15pm) & Cr Scott Gilmore

3. Conflicts of Interest

- 3.1. James Devoe: Stage storage & freight.

4. Notification of Items not on the agenda / General Business

- 4.1. Pahiataua Footprint Stones
- 4.2. Security cameras
- 4.3. Sanam resignation from committee

5. Confirmation of Minutes

That the minutes of the Explore Pahiataua meeting held Wednesday, 6 August 2025 (as circulated) be confirmed as a true and accurate record of the meeting.

Carried

6. Matters Arising

- 6.1 Ali noted the quote for the entrance to the Dog Park. It was agreed a budget of \$2,000 would be tagged for ongoing maintenance. The issue regarding the entrance was raised and Raylene Treder has contacted the informant, who is satisfied with the actions being taken.

7. Correspondence

Inwards

- i. TDC
 - 1. Hayley Pocock - Concern from member of the public re Dog Park entrance
- ii. Mike Butterick - Drop-in session dates
- iii. Raylene Treder - Tararua Sports News
- iv. AON Insurance - Confirming removal of Youth Centre from Policy
- v. Buy A Block for Swimming Pool
 - Platinum Block \$500
 - Alaistair, Jane & Laura Fletch

Outwards

- i. From Ali Romanos to Debbie Stewart re attending EPCC Meeting
- ii. From Ali Romanos to TDC re Pahiata Dog Park

That the inwards be received and outwards noted.

Carried

8. Council Report - Cr Alison Franklin

- Councillor activities slower during Local Body elections.
- Local Water Done Well plan submitted today with WaiT Wairarapa.
- Recruitment is starting for a new CE.

9. Financial Report (Marie Kissick & James Devoe)

9.1 Current status

The balance of the main account is \$250,843.92

The balance of the Business Group account is \$493.04.

9.2 Invoices to be approved for payment on 20 September:

	Payee	Description	Amount
1.	Mitre 10	Community Garden	\$288.63
2.	Bush Telegraph	Advertising	\$538.84
3.	Explore Christmas	Soft play Elf Land	\$150.00
		TOTAL	\$977.47

9.3 Invoices since last meeting for retrospective approval:

Remainder of Stage purchase	\$9627.16
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9.4 As a reminder, the following amounts are tagged funds:

Project	Amount
Project	Amount
1. Harvard Playground	\$20,000.00
2. Carnival Park (originally \$9,289.33 but reduced by \$1,736.25 for Jan invoice, \$985 for seedlings, \$1,471.25 ABC invoice June, \$1,000 tree removal June '24, \$3,593 Weed Mngt June '25.) Reflects \$2,708.33 received from Carnival Park 26.6.25 for their share of weed mngt for FY25.	\$3,212.16
3. Bush Telegraph Advertising for FY26 (less payments to date)	\$6,466.08
4. Community garden operating costs for year ended June 2025	\$ 74.71
5. Lawnmowing for Polish memorial (until Nov 2025)	\$400.00
6. Discretionary funding for FY26	\$7,769.75
7. Civil Defence Group – funds for generator plug for Bush Multisports Park	\$15,000.00
8. Remainder of Stage purchase	\$9,627.16
9. Explore Christmas	\$10,000.00
	TOTAL \$72,549.86

The Committee resolved that Marie Kissick will open a new term deposit to hold the proceeds of the Youth Centre Sale.

Carried

That the financial report from Marie Kissick (Treasurer) for the preceding month be received and identified invoices approved for payment.

Carried

10. Audit

10.1. Our usual auditor, Audit Plus, does not have capacity for EPCC this year. Explore's Service Agreement and Constitution don't require an audit and the costs around \$2,500. While it was noted that audits can raise process improvements, it was agreed that is not necessary for an audit every year.

10.2. **Action:** Marie to forward correspondence to the Committee email.

11. Farming for Hospice - Debbie Stewart

11.1. Debbie is part of the Arohanui Fundraising Team; the hospice has a large coverage area from coast to coast, with in-house residents as well as in-home care. The Farming Programme has been around for 30 years; however, it is relatively unknown. Debbie noted that any funds raised locally stays with

the local hospice. While the main scheme is for farmers to volunteer to graze animals for free and take them through to sale, there are other ways farmers can support such as donating sheep or cull cows. Farmers can also donate seeds or other products. There are local volunteer coordinators that work with small groups of farmers.

- 11.2. Debbie's request for Explore is that we spread the word and distribute pamphlets.

12. Meet the Candidates

- 12.1. We have 11 Southern Ward candidates, five Mayoral candidates; two Tararua-Horizons representatives, and two Tamaki-nui-ā-rua Māori ward candidates

MC: Ali & Time-keeper: James. Committee to assist from 6pm at Bush Community Church.

The Community can request questions related to each of the categories. The tool Slido will be used with Committee Members to take written questions from those who cannot use Slido.

Action: Marie will arrange supper from New World.

13. Cameras in Pahiatua

- 13.1. Raylene has been approached by Peter Wimsett regarding the lack of security cameras in Pahiatua especially when compared to our surrounding towns.

- 13.2. **Action:** Raylene to further action this with Peter.

14. Pahiatua Footprint Stones.

- 14.1. During the 'Heart of the Bush' campaign, hand and footprints of famous people were created and laid in Main Street. When the town design was revamped it was decided they didn't fit with the theme and would stay in the possession of Bush Multisport until a more appropriate location could be found. Fontayne (TDC) said they could be moved to a different urban block which the Committee agreed would be a good solution.

15. Portfolio Reports

15.1. Pahiatua Districts Business Group (PDBG) (Ingrid de Graaf)

- BA5 at Beale Trucking was a resounding success. One of the best ever turnouts for a PDBG event. Regan & Toyah were excellent hosts with a very inspiring story.
- Next offering is an online workshop with Jodine McIntyre of Social Smarty on the use of AI in small business marketing. Thursday, 18 September from 10.30am - 12pm. \$15 per person, 50% of cost subsidised by the PDBG.

15.2. Explore Pahiatua Marketing (Ingrid de Graaf & Anaissa)

- August Bush Telegraph - "Meet The Candidates" advert.
- September Bush Telegraph - space to be used for the Community Garden?
- Facebook: Share PDBG BA5 with Beale Trucking event, Post regarding Meet The Candidates, Event created for Meet The Candidates

15.3 Explore Christmas (Ingrid de Graaf)

- The committee meet on Monday, 18th August. We officially welcomed Sanam! All aspects of the event are being locked in and things are progressing nicely. Next meeting is Monday, 15th September.
- We require a copy of the new insurance policy noting the public liability insurance to send to TDC and TMNZ.
- Theme for the year is big, traditional, romantic, Christmas!
- Event to follow exact same format and layout as last year.

15.4. Community Garden (Emma Elliott)

- Community Garden working bees continue 1st and 3rd Saturdays 9.30am - 11.30am with cuppa after. Great bunch of volunteers as always
- Pruning workshop went well. Ingrid's offer of secateurs as a prize will be parked until the next opportunity
- Garden volunteers have completed seedlings space on end of garden shed. Koha of \$60 for Menz Shed is appropriate and in budget. I will email Marie to understand correct process.
- Expense claim for Awapuni seedlings \$23.96 from New World Pahiata and \$100 fruit tress from Edible Garden will be also be forwarded to Marie for payment.
- No date as yet for mural renewal
- Community Garden Birthday BBQ planned for Saturday 13 December (4 years since we began the revitalisation)

15.5. Swimming Pool (Raylene Treder)

- The building consent has been lodged with Council
- Going through what the RFP looks like and the timeframe, RFP to be issued on the 25th August to the 3 contractors and have their prices back in a month. Then valuation of their responses will take place. Once one is picked then we negotiate the contract (NZS 3910).
- Construction to start this hopefully this construction season (Oct/Nov).
- Bush Charitable Trust has donated an extra \$50,000 on top of the \$100,000 that they had donated.
- Buy a Block donations are still being received.

15.6. Road Safety Committee (Marie Kissick)

- TDC Road Safety meeting to be held on 10 September 2025. Marie to provide a further update following meeting.

15.7. Civil Defence (Georgina Morrison)

- Met with Everlyne and Glenys De Castro at the Marae to further the conversation around CD prep
- Have drafted [preparation event](#) and [CD operations plan](#) and out for feedback from group I've been working with.

15.8. Harvard Playground Upgrade (James Devoe)

- Fontayne: Playground Inspection on September 8th so advises delaying any action until report received in October.

15.9. Cycleway project (Ali Romanos)

- Ryan McNicol was due to start the job on 20 August, but this has been pushed this back to a 10 September start-date.

Action: Sanam to send through draft health and safety plan.

15.10. Carnival Park (Karolyn Donald)

- No report received.

15.11. Stage

- The stage has arrived on Friday, x2 massive pallets sitting at my work at the moment, will need to have a discussion on where it is going to be stored etc, they are massive things to cart around and definitely needs a big trailer or a truck to move it to location.
- The stage can be stored at Abecca and requires a forklift to remove it / truck to move it.
- It needs to be set up to understand the process around this - ideally in November.
- It was noted when the stage arrived in the country it needed freight to Pahiatua. James was able to arrange transport through his workplace Abecca after seeking approval from Ali.

16. Sanam resignation

- 16.1. Sanam informed the Committee she wished to resign from the committee. This was accepted and Ali thanked Sanam for her assistance. Sanam's final task will be to send through the health and safety plan for the blackberry removal work.

Next meeting date: AGM: 7pm on 1 October 2025 at Tararua District Council Service Centre, 136 Main Street, Pahiatua. October committee meeting to follow directly afterwards.

Meeting closed at 9.02pm.

Ali Romanos (Chair): _____

Annexures

Bank Statement

Explore Pahiata (Incorporated)

For the period 1 September 2025 to 3 September 2025

Cheque Account

DATE	DESCRIPTION	DATE IMPORTED INTO XERO	REFERENCE	RECONCILED	SOURCE	AMOUNT	BALANCE
Opening Balance							
1 Sept 2025						-	250,783.92
Statement Lines							
1 Sept 2025	DAVIES MRS J P & MR	1 Sept 2025	NATIVE TREES EXPCH DAVIES EXPCH	No	Bank Feed	20.00	250,803.92
1 Sept 2025	Allen B M	1 Sept 2025	WoodvillSoap EXPCH B Allen 7777 EXPCH	No	Bank Feed	20.00	250,823.92
2 Sept 2025	UDY BM	2 Sept 2025	darling d bridgette bridgette	No	Bank Feed	20.00	250,843.92
Closing Balance							
3 Sept 2025						-	250,843.92

Cheque Account Reconciliation Summary

Explore Pahiata (Incorporated)

As at 3 September 2025

Cheque Account

DATE	DESCRIPTION	REFERENCE	AMOUNT
Totals Summary			
3 Sept 2025	Balance in Xero		260,128.47
	Plus outstanding payments		-
	Less outstanding receipts		-
	Plus unreconciled statement lines		(9,284.55)
3 Sept 2025	Statement balance (calculated)		250,843.92
2 Sept 2025	Imported statement balance		250,843.92
3 Sept 2025	Calculated balance out by		-
Balance in Xero			
3 Sept 2025			260,128.47
Plus Unreconciled Statement Lines			
20 Aug 2025	Tararua District Cou	TDC inv124814 Road Closure inv124814	(159.00)
22 Aug 2025	Mitre 10 New	Mire 10 July stateme July stateme	(56.54)
28 Aug 2025	Edwards Sound	Stage	(9,627.17)
29 Aug 2025	GROSS CR INTEREST	\$498.16 EXEMPT	498.16
1 Sept 2025	DAVIES MRS J P & MR	NATIVE TREES EXPCH DAVIES EXPCH	20.00
1 Sept 2025	Allen B M	WoodvillSoap EXPCH B Allen 7777 EXPCH	20.00
2 Sept 2025	UDY BM	darling d bridgette bridgette	20.00
Total Unreconciled Statement Lines			(9,284.55)
Statement Balances			
3 Sept 2025	Statement balance (calculated)		250,843.92
2 Sept 2025	Imported statement balance		250,843.92
3 Sept 2025	Calculated balance out by		-



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 8 September 2025 commencing at 10:00 am.

1. Present

Board Members: S C McGhie (Chairperson), T M Carew (via Teams), E E Chase

In Attendance

Her Worship the Mayor Mrs T H Collis
Cr S M Gilmore

Mr M Alexander	–	Interim Chief Executive
Mrs A Dunn	–	Manager – Democracy Services
Mrs S Anthony	–	Democracy Support Officer

2. Apologies

That the apologies from Councillor M F Long and Board Member L J Barclay be accepted, and leave of absence granted from the meeting.

Chase/Carew

Carried

3. Public Forum

Warren Chase attended the meeting and conveyed apologies on behalf of Interim Manager – Pūkaha National Wildlife Centre, Rhys Watkins who had hoped to attend. He distributed a handout and presented an update on the proposed Church Street Eketāhuna Restoration Plan. Warren shared his conservation background, highlighting his involvement with Pūkaha National Wildlife Centre since 2021, alongside colleagues Jim Flack and Heather Grady. Together they have been delivering a Level 4 conservation course for Pūkaha, UCOL, and the Department of Conservation.

The restoration proposal focuses on the whenua located at 9 Church Street, Eketāhuna, owned by the Anglican Church. The vision is to restore the area's native flora and fauna and implement pest management. However, support is

needed to progress the initiative.

Warren noted that enrolment numbers for the Level 4 course were low and have not met provider expectations. As part of the project, Level 3 students from the local colleges (Years 12 and 13) were tasked with developing the proposal, which envisions a restoration corridor extending from the Cliff Walk to the Campground, aligning with similar efforts in Pahiatua.

4. Notification of Items Not on the Agenda

Picnic table removed from park beside Eketāhuna Memorial Hall.

Question from Board Member L J Barclay re: Water Amalgamation

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

Nil

6. Confirmation of Minutes

That the minutes of the Eketāhuna Community Board meeting held on 11 August 2025 (as circulated) be confirmed as a true and accurate record of the meeting, with a correction of the minutes item 12.1 to note the Eketāhuna Social Services as Hamua-Ora Heartlands.

Carew/Chase

Carried

7. Tararua District Council Report

7.1 Report from Tararua District Council

That the report from the Tararua District Council extraordinary meeting held 20 August 2025 and the meeting held 27 August 2025 and be received.

Chase/Carew

Carried

8. Reports

8.1 Management Report

The Eketāhuna Community Board considered the report of the Democracy Support Officer dated 19 August 2025 that provided an update on key activities and items of interest over the period 9 July to 9 August 2025. as reported to the Infrastructure, Climate Change and Emergency Management Committee meeting held 20 August 2025 .

A concern was raised with regard to item 4.2 as the Board has raised the Priest

Road/Nireaha Road intersection safety issue on a number of occasions and is disappointed with the response noted. It was asked if suggestions could be made for options to address the safety issue and what the costs may be. It was advised that there have been near misses at the intersection and it was reminded that CRM's need to be submitted.

The Board requested that a letter be sent to Council Officers, asking that the safety concerns at the Priest Road/Nireaha Road intersection be further investigated. The Board seeks a range of safety improvement options, including associated costs, to be provided—regardless of current budget limitations—so that alternative solutions can be considered to address the issue effectively.

That the Eketāhuna Community Board send a letter to Council Officers requesting the safety concerns at the Priest Road/Nireaha Road intersection be further investigated and improved safety solutions provided with associated costs.

Chase/Carew

Carried

It was noted under item 4.3 that the Board was encouraged to contact Horizons Regional Council regarding repair work on the Mangatainoka River near 110 Mangatainoka Valley Road. A local resident had reported to the Board that, on at least three occasions in recent years, Horizons had undertaken riverbank repairs that were considered by the Board to be substandard, with the work subsequently being washed out during flood events. This has led to concerns about ongoing erosion undermining the adjacent road and the perception that ratepayers' money is being wasted on ineffective repairs.

The Board agreed that more substantial and lasting work is needed in this area and requested that a letter be sent to Horizons to formally raise these concerns and advocate for more robust solutions. The Board expressed the importance of challenging the position taken by Tararua District Council and Horizons Regional Council that the issue is outside their responsibility. It was recommended that, following a response from Horizons, the matter be flagged by the Board for Horizons consideration in the next Horizons Annual Plan to ensure it is formally addressed.

That the Eketāhuna Community Board send a letter to Horizons Regional Council requesting further investigation and action for a suitable long term solution to river repair work on Mangatainoka River near 110 Mangatainoka Valley Road.

Carew/Chase

Carried

The Board Chairperson conducted a site visit to Pori Road, Alfredton; the road is currently graded twice a year; however, he believed the grading is performed at an incorrect angle, resulting in poor water runoff management. He also believed the water table is not being properly addressed, causing water to flow across the road surface and leading to ongoing damage. Local residents have access to a custom-designed grader blade that is specifically suited to the road's needs, and

the Board recommends that roading teams liaise with the Board to arrange access to this equipment, ensuring future grading is carried out at the correct angle to effectively manage water runoff. It was noted that Customer Request Management (CRM) entries have previously been submitted in an effort to resolve this issue.

It was reminded that the Eketāhuna Community Board wish to be notified of events being held in the community such as the opening of the Eketāhuna Wetlands, and in response to a question raised it was advised that local Iwi and the Eketāhuna Golf Club were among those invited to attend the Wetlands event.

That the report from the Democracy Support Officer dated 19 August 2025 concerning the Management Report be received.

Chase/Carew

Carried

8.2 Portfolio Programme Project Report

The Eketāhuna Community Board considered the report of the Democracy Support Officer dated 19 August 2025 that provided an update on key portfolios, programmes and project statuses as reported to the Infrastructure, Climate Change and Emergency Management Committee meeting held 20 August 2025.

That the report from the Democracy Support Officer dated 19 August 2025 concerning the Portfolio Programme Project Report be received.

Carew/Chase

Carried

8.3 Discretionary Grant Fund Applications 2025

The Eketāhuna Community Board considered the report of the Manager – Democracy Services dated 25 August 2025 that presented the applications for funding from the General Assistance Grants Scheme for consideration and decision.

During the discussion, it was acknowledged and agreed by the Board that the School Road Patrol should receive the full amount requested. The Eketāhuna Health Centre and Eketāhuna Early Settlers Museum were both recognised as valuable assets to the community, with their initiatives aligning closely with the purpose of community funding. In contrast, the Eketāhuna Golf Club, as a private organisation with access to alternative funding sources, was considered a lower priority in this context, and has been well supported by the Board in the past. It was agreed Eketāhuna Golf Club would not receive funding. It was therefore decided that the remaining funds would be split between the Eketāhuna Health Centre and the Eketāhuna Early Settlers Museum.

Board member E E Chase declared interest in the Eketāhuna Early Settlers Museum and took no part in the discussion and did not vote.

That the report from the Manager - Democracy Services dated 25 August 2025 concerning the Discretionary Grant Fund Applications 2025 be received.

That the Eketāhuna Community Board makes the following grants from its General Assistance Grants Fund:

NZ Police, \$135.00 towards the costs of providing a treat for the school patrol volunteers.

Eketāhuna Health Centre – Te Whare Ora o Eketāhuna, \$432.50 towards the cost of maintaining the health centre grounds.

Eketāhuna Early Settlers Museum, \$432.50 towards the cost of conservation supplies for preserving museum treasures.

And

That the application for funding from Eketāhuna Golf Club for \$3400.00 towards the cost of replacing worn and damaged flooring be declined.

McGhie/Carew

Carried

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

Nil

11. Correspondence

11.1 Correspondence

The Board expressed disappointment with the response received from NZTA. It was suggested that the electronic billboard available on Te Ahu Turanga could be used to alert road users to the current speed limit. The Board recommended gathering data on existing signage—specifically, the number of signs, their locations, and the speed limits displayed—to present a more informed case to NZTA.

It was agreed by the Board that a formal letter of response would be sent to NZTA. Concerns were raised about the high number of speeding tickets being issued, despite the assumption that drivers should be aware of the speed limit. The Board felt it was unfair to penalise road users when signage is limited or unclear. It was suggested that feedback could be sought from NZ Police and Woodville residents to support the case for improved signage and fair enforcement.

That the Eketāhuna Community Board send a letter of response to NZTA to further suggest additional speed signs or utilisation of the electronic billboard

for speed signage due to the high volume of speeding tickets being issued.

And

That the correspondence as listed be received.

☐ **Letter to NZTA – Speed limit signs on Te Ahu a Turanga**

☐ **Letter from NZTA in response to Speed limit signs on Te Ahu a Turanga**

McGhie/Chase

Carried

11.2 Minutes - Eketāhuna Radio Station 26 June 2025

That the minutes of the Eketāhuna Radio Station meeting held 26 June 2025 be received.

Carew/Chase

Carried

12. Valedictory Address

Board Member T M Carew expressed that he felt it was not right to stand for re-election while he is travelling overseas. He expressed appreciation for his time on the Board, noting that he had gained valuable experience and enjoyed the opportunity to contribute. He said he was looking forward to returning to New Zealand and reconnecting with the Eketāhuna Our Town Committee. He acknowledged the challenges the incoming Board will face, particularly in light of the ongoing changes related to Three Waters, and emphasised the importance of strengthening communication. He concluded by wishing all candidates well in the upcoming election.

Board Member E E Chase expressed her gratitude to the Board, acknowledging the support and learning she received during her term. She shared that although she was born into a political environment, her time on the Board offered many new learning experiences, and she was proud of the contributions she made to the community. She thanked the Councillors for the valuable learning and expressed appreciation to the Board for their patience and support throughout her term. She affirmed her ongoing commitment to being a strong and active voice within the local community.

Her Worship the Mayor and the Chair extended their sincere thanks to both Board Members for their time and contributions. They acknowledged that both individuals have consistently demonstrated a strong commitment to the best interests of the community. Board Member Carew was commended for remaining engaged with both the Board and the community while travelling overseas. Board Member Chase was recognised for her efforts in maintaining a positive and valuable connection between the Board, Pūkaha, the community, and the local campground.

13. Discussion Items

Refuse Centre Steps - Note of Thanks

Following the previous Board meeting, it was noted with appreciation that the steps providing access to the Refuse Centre bin had been secured and covered to enhance safety. The Board acknowledged local resident Russell for his excellent work in addressing the safety concern and expressed thanks for his contribution to the community.

14. Chairperson's Remarks

The Chair extended heartfelt thanks to the retiring Board members, acknowledging their valuable contributions and their ongoing strong community connections and involvement.

16. Items not on the Agenda

Question submitted by Board Member Barclay – Water Amalgamation

Board Member Barclay submitted a question regarding the financial implications for Council in light of the possibility that some residents may choose to install their own water supply systems and disconnect from the main network.

It was advised that while this is technically feasible, several factors must be considered, including compliance with health regulations and the nature of existing contractual obligations. Even if a property disconnects, the presence of network infrastructure—such as pipes running past the property—still incurs maintenance costs which remain a community responsibility. Urban residents with their own water supply will avoid variable water usage charges, however, establishing a private water supply requires significant investment in storage capacity, tanks, pumps, and associated electricity costs. Additionally, it was noted that undeveloped land within the town is subject to charges, including those related to wastewater and stormwater services.

Picnic Table Outside Eketāhuna Memorial Hall

It was noted that the picnic table located outside the Eketāhuna Memorial Hall was removed by Council approximately three months ago due to health and safety concerns. The Board expressed disappointment at not being informed during this process and requested that regular updates be provided moving forward. The table had been well used by both residents and visitors, and its absence has been noticed by the community. It was advised that a replacement is currently underway, and the Chief Executive will follow up with Council Officers regarding progress.

The Board reiterated the importance of being notified about events and changes occurring in the area so they can keep the local community informed.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 10:55am.

Chairperson



Dannevirke Community Board

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 156 High Street, Dannevirke on Monday 15 September 2025 commencing at 9:00 am.

1. Present

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

In Attendance

Her Worship the Mayor Mrs T H Collis

Mr M Alexander	–	Interim Chief Executive
Mrs K Tani	–	Group Manager – Strategy and Information
Mr H Featonby	–	Group Manager – Operations
Mr A Desmond	–	Tararua Alliance Network Manager
Mrs S Fountaine	–	Community Engagement Officer
Mrs A Dunn	–	Manager – Democracy Services
Mrs S Anthony	–	Democracy Support Officer

2. Apologies

There were no apologies.

3. Public Forum

Stuart Wright - Christmas in the Park

Stuart Wright was present to advise the Board that a volunteer group has been established to begin planning for the proposed Christmas in the Park event, scheduled for 6 December 2025, following the Dannevirke Christmas Parade. The event will run from 2:00pm to 8:30pm at the Dannevirke Showgrounds.

Proposed activities for the event include:

- Carol singing by the Viking Choir at 7:30pm (noting Carols by Candlelight will not be included this year),
- Christmas Parade floats head to the Showgrounds directly after the parade
- Youth fancy dress parade will be held at 2pm.

TARARUA DISTRICT COUNCIL

- Santa's arrival by helicopter at approximately 5:30pm.
- A karaoke activity, a 'Name that Tune' competition and 'It's in the Boot' competition with sponsored prizes.

Sponsorship is being sought; the group would appreciate any funding support, donation of prizes, or traffic management advice from the Board.

Market Day Stallholders fees are to be donated to the Grandparents Raising Grandkids initiative. Gates will be manned by Junior Cricket as a fundraiser for Summer Camp.

4. Notification of Items Not on the Agenda

Proposed speed limit changes near Te Kura Kaupapa Māori O Tamaki Nui A Rua

Smith Street speed sign not operational

New rates – targeted rates explanation

Condition of footpaths

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

Board member Terry Hynes - Lamason Trust and Friends of the Domain

Chairperson Pat Walshe - NZ Police - School Patrol

Board member Ron Wallace - Dannevirke Bowling Club

6. Confirmation of Minutes

That the minutes of the Dannevirke Community Board meeting held on 18 August 2025 (as circulated) be confirmed as a true and accurate record of the meeting.

Hynes/Christison

Carried

7. Tararua District Council Report

7.1 Report from Tararua District Council

In response to a question, it was clarified that the previous Interim Chief Executive Peter Wimsett signed off the Local Water Done Well Water Services Delivery Plan, he had been involved through the entire project. And that the \$250,000.00 funding received from Department of Internal Affairs (DIA) was allocated towards the local director for the Local Water Done Well Wairarapa Tararua.

An overview of the Water Services Delivery Plan and process was provided. It was

noted that, subject to Department of Internal Affairs (DIA) approval, Section 22 of the Preliminary Arrangements Act will be triggered, requiring implementation of the approved plan from 1 July 2026.

Key points addressed:

- The CCO and its Board is set to be established by 1 July 2026
- Operational and governance control, along with asset transfers, will occur between July 2026 and July 2027.
- The Council Controlled Organisation (CCO) will determine rates and revenue adequacy, with a focus on maintaining infrastructure, managing growth, and avoiding underfunding.
- Metering will support demand management, network maintenance, and asset planning.
- Rates will increase over time, reflecting historic underinvestment and national trends, though some districts are better positioned due to prior investment.
- Affordability concerns were acknowledged.
- The CCO must meet legal and health standards, including for smaller communities.
- Properties not connected to water services but with infrastructure passing by will incur fixed asset charges, though they will not pay variable usage costs. Reconnection remains available.

That the report from the Tararua District Council extraordinary meeting held 20 August 2025 and the meeting held 27 August 2025 and be received.

Wallace/Peeti-Webber

Carried

8. Reports

8.1 Management Report

The Dannevirke Community Board considered the report of the Democracy Support Officer dated 25 August 2025 that provided an update on key activities and items of interest over the period 9 July to 9 August 2025 as reported at the Infrastructure, Climate Change and Emergency Management Committee meeting held 20 August 2025, and included additional information updates related to requests received since that meeting.

It was noted that the consultation on School Speed Signs is open until 18 September 2025, and that all feedback received to date has been positive. Board

members were encouraged to make a submission.

A concern was raised regarding the removal of pine trees at the Otanga Road work site. It was advised that only the vulnerable trees had been removed, there is now improved visibility, and that full tree removal was avoided due to the risk of accelerating land movement in the area.

It was advised that Tararua Alliance are currently developing a reseal work programme for the district. There is a holding period until NZTA funding has been received, with the Saddle Road stated as being in good condition and the Pahiatua Track and Balance Road repair work is being managed. The Memorandum of Understanding is very close to being finalised with NZTA.

A query was raised regarding Council liability for vehicle damage caused by striking a large pothole. It was advised that if the pothole had not been reported or identified by Council, liability is unlikely to be accepted. Customer Request Management (CRM) reports are targeted for response within 24 hours, to ensure timely attention to such issues.

It was advised that Tararua Alliance is currently trialling various methodologies for pothole prevention, including resilience testing conducted at their own yard. Additional contributing factors to pothole formation include drainage issues, damaged culverts, and water tabling. The time and workforce required for repairs is assessed on a case-by-case basis, with crews often completing repairs while en route to other tasks. It was reiterated that pothole repairs are a temporary solution to deeper underlying issues. All work is tracked through the network and reported, with Tararua Alliance committed to achieving positive outcomes. Roading projects are prioritised, with the aim of carrying out treatments at the optimum seasonal time. Reseal work begins in October and follows an annual cycle, subject to the severity of road damage. It was also noted that roading crews are contracted based on skillset, and there are no additional travel costs for crews from outside the district as they are covering a locality with multiple jobs across the districts.

That the report from the Democracy Support Officer dated 25 August 2025 concerning the Management Report be received.

Walshe/Peeti-Webber

Carried

Board Member E Christison recorded his vote against the motion

8.2 Portfolio Programme Project Report

The Dannevirke Community Board consider the report of the Democracy Support Officer dated 25 August 2025 that provided an update on the key portfolios, programmes and project statuses as reported to the Infrastructure, Climate Change and Emergency Management Committee on 20 August 2025.

It was noted that the team are actively working on compiling a comprehensive

report for Council regarding the Carnegie Centre. There have been some changes since previous assessments were undertaken and it has been a complicated process to obtain the information required for the report.

It was clarified that cemetery contracts are included within the overall maintenance work programme. When required, contractor services are procured through a formal process. This forms part of the broader strategic approach to cemetery maintenance.

That the report from the Democracy Support Officer dated 25 August 2025 concerning the Portfolio Programme Project Report be received.

Wallace/Hynes

Carried

8.3 Ormondville Te Uri Road Renaming

The Dannevirke Community Board considered the report of the Democracy Support Officer dated 25 August 2025 that provided an update on the process for the request to change the name of Ormondville Te Uri Road Dannevirke.

That the report from the Democracy Support Officer dated 25 August 2025 concerning the Ormondville Te Uri Road Renaming be received.

Wallace/Hynes

Carried

8.4 Energy Efficiency and Conservation Authority Solar Project

The Dannevirke Community Board considered the report of the Community Engagement Officer dated 02 September 2025 that provided information about the funding opportunity through Energy Efficiency and Conservation Authority (EECA) Community Renewable Energy Fund (CREF) programme

Clarification was sought regarding whether additional sites beyond the three listed could be considered for funding. It was advised that six sites were included in the submission, and the final three funding recipients will be confirmed by the Energy Efficiency and Conservation Authority (EECA).

That the report from the Community Engagement Officer dated 02 September 2025 concerning the Energy Efficiency and Conservation Authority Solar Project be received.

Christison/Peeti-Webber

Carried

8.5 Discretionary Grant Fund Applications 2025

The Dannevirke Community Board considered the report of the Manager-Democracy Services dated 04 September 2025 that presented the applications for funding from the General Assistance Grants Scheme for consideration and

decision.

The Chairperson, having declared an interest in the application for funding from the NZ Police – School Patrol , took no part in the discussion of that item and did not vote.

The following declarations of interest were made, with Board members not participating in the debate or decision-making on applications where they had a conflict of interest:

Board member Terry Hynes - Lamason Trust and Friends of the Domain

Board member Ron Wallace - Dannevirke Bowling Club

That the report from the Manager - Democracy Services dated 04 September 2025 concerning the Discretionary Grant Fund Applications 2025 be received.

Hynes/Peeti-Webber ***Carried***

That the Dannevirke Community Board makes the following grants from its General Assistance Grants Fund:

Dannevirke Bowling Club, \$700.00 towards the costs of painting the mens' amenities block at the Bowling Club.

Walshe/Christison ***Carried***

NZ Police, \$615.00 towards the costs of providing a treat for the school patrol volunteers.

Christison/Hynes ***Carried***

Friends of Dannevirke Domain, \$375.00 towards the costs of revitalisation of the "Long Garden" at the Dannevirke Domain.

Walshe/Wallace ***Carried***

Phil Lamson Heritage Centre Trust (Inc), \$400.00 towards the costs of constructing the Lamson-Buchenwald Memorial in Dannevirke Domain.

Walshe/Christison ***Carried***

Dannevirke Community Patrol, \$500.00 towards the operational costs of the patrol.

Christison/Hynes ***Carried***

Dannevirke Combined Indoor Bowling Club, \$102.00 towards the costs of hall hire for an indoor bowling tournament to raise funds for IHC.

Christison/Walshe

Carried

Dannevirke Athletics Club, \$225.00 towards the costs of ground hire at the Dannevirke Domain.

Chrsitison/Wallace

Carried

And,

That the Dannevirke Community Board declines the following grants from its General Assistance Grants Fund:

Tararua Aquatic Community Trust, towards the costs of purchasing two professional-grade pace clocks.

Wallace/Christison

Carried

Dannevirke Fantasy Cave Charitable Trust Inc, towards the costs of re-establishing a pop-up Christmas Cave for children and families to visit Father Christmas.

Walshe/Christison

Carried

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

- 9.1 **Dannevirke Chamber of Commerce** – a recent event held at Mitre 10 was well attended. The group is currently promoting a Business of the Month initiative, where selected businesses receive promotional support for a month. The Annual General Meeting (AGM) was also held, with one new committee member joining the team.
- 9.2 **Dannevirke Community Vehicle Trust** – all is going well.
- 9.3 **Phil Lamason Memorial Trust** – progress is tracking well following the recent promotional event, with funds gradually coming in. It was also noted that Metalform has been contracted to order the required materials.
- 9.4 **Dannevirke Brass Band** – the legal review of the historic agreement involving the Dannevirke Brass Band is still ongoing. No update has been provided following their recent Annual General Meeting (AGM).
- 9.5 **Dannevirke Skate Park** – The committee is currently preparing for the upcoming Fight Night fundraising event. An engineer's report has been received, and designs are nearing completion. Engagement has also taken place with Probus members and a representative from Friends of the Domain.
- 9.6 **Dannevirke and Districts A&P Association** – A working bee was recently held by the committee, with crutching and docking tasks completed. The committee also met with the volunteers to discuss collaboration for the upcoming Christmas in

the Park event.

- 9.7 **Road Safety Committee** – It was reported that there were 5 fatal crashes this year between February and May 2025 resulting in prosecution. One accident on Te Ahu Turanga on the Manawatu side. The Bus Stop outside the old post office, - NZTA now aware, and will look into changing to carparks.

Following discussion on the reassignment of the bus stop, it was advised that engagement with NZTA should be considered to also explore suitable options for truck unloading zones. It was also noted that any changes would need to align with the District Plan.

Easton Street and Miller Street have been identified for rehabilitation, with efforts made to align the timing with a planned sewer upgrade, although this has since been delayed. The area remains flagged for rehabilitation or resurfacing, and engagement with local businesses will be undertaken to determine the most suitable solutions. Speed bumps and speed limit adjustments have been recommended as part of the proposed improvements. Regulatory Services are underway with a process to improve and manage access in this area.

The option to reduce the speed limit on Adelaide Road was discussed, noting that the area is frequently used by walkers and has been raised as a concern previously. Speed recommendations are based on traffic calculations, and Tararua Alliance is currently reviewing road and speed zone management in light of government changes introduced in 2020, which were later reversed. It was noted that school speed zone changes are mandatory, and any further adjustments will be consulted on with the newly elected Council, as part of a district-wide approach.

It was noted that the Smith Street speed sign is awaiting repairs, which involve a technical component. The team is currently working to confirm a timeframe for the repair and will update the Board once this is available.

10. Correspondence

Nil

11. Valedictory Address

Chairperson Pat Walshe delivered a heartfelt address, expressing pride, gratitude, and honour in serving the Board. He acknowledged the challenges faced and progress made, and thanked fellow Board members and Council staff for their support and shared commitment to the community.

Board members and Her Worship the Mayor responded with appreciation for Pat's leadership, dedication, and advocacy over the years. Highlights included:

- His role in numerous community projects, including the FlagTrax project

and Spring Festival.

- His presence in remote communities such as Akitio, Herbertville, and Wimbledon.
- His hands-on involvement during Cyclone Gabrielle and other key events.
- His efforts in community communication through Dannevirke Radio.
- Memorable moments such as the Christmas Festival, Ross Shield, and the King's Coronation.

Pat was presented with a gift and a book on the Te Apiti Manawatū Gorge in recognition of his service. The Board expressed sincere thanks for his outstanding contribution and wished him well.

12. Discussion Items

Flagtrax – It was noted that Scanpower is scheduled to install the new FlagTrax system next week. Once installation is complete, Board members were invited to assist with raising the Spring Festival flags, which have been generously sponsored by True Honey Co.

13. Chairperson's Remarks

Nil

14. Items not on the Agenda

14.1 Proposed speed limit changes near Te Kura Kaupapa Māori o Tamaki Nui A Rua

A written submission from Te Kura Kaupapa Māori o Tamaki Nui A Rua was presented to the board for consideration, the Board agreed to enter a submission to the proposed speed limit changes consultation which involves the Kura..

That the Dannevirke Community Board enter a submission to the Proposed Speed Limit Changes – Makirikiri and Te Rehunga South Roads Consultation

Wallace/Christison

Carried

14.2 Smith Street speed sign not operational

This was discussed in item 9.7.

14.3 New rates – targeted rates explanation

A concern was raised regarding the perceived unfairness of the commercial

recycling and roading rates. The Group Manager – Strategy and Information will will connect the Board with the appropriate Council team for further discussion.

14.4 Condition of footpaths

The Board joined the Rangitāne Scooter Club for a recent outing, which highlighted concerns about footpath conditions and health and safety risks. Funding for footpath maintenance was significantly reduced. Repairs are restricted to skim coating only; there are no funds for permanent fixes. NZTA funding covers footpaths but excludes culverts and driveways. Due to budget constraints, repairs are prioritised based on immediate safety risks. A workshop will be held with the new Council to develop a strategy for addressing footpath components including drains and driveways within the connected footpath network.

14.5 Town Hall Sign Removal Discussion

- The board confirmed a previous decision to turn off and remove the sign and the project remains with the Board.
- The sign is currently non-operational, unsupported by the vendor, and cannot be connected to Council systems. Removal is necessary and will need to be disconnected.
- Due to health and safety requirements, appropriate personnel and equipment are needed to undertake removal of the sign.
- The Group Manager – Strategy and Information will coordinate with relevant teams to ensure the Board are connected and informed regarding safe removal of the signs in line with health and safety guidelines.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 10:38am.

Chairperson



Report

Date : 19 September 2025

To : Mayor and Councillors
Tararua District Council

From : Peter Wimsett
Chief Advisor

Subject : **Water Services Organisation - Wairarapa Tararua Water Draft Constitution and Shareholders' Agreement**

Item No : **9.1**

1. Recommendation

- 1.1 *That the report from the Chief Advisor dated 18 September 2025 concerning the Water Services Organisation - Wairarapa Tararua Water Draft Constitution and Shareholders' Agreement be received.*
- 1.2 *That the Tararua District Council approve the attached draft Constitution and Shareholders' Agreement for the Wairarapa Tararua Water Services Organisation.*
- 1.3 *That the Tararua District Council note, as the next step in the transition to the Water Services Organisation, the new Council once inducted, will be required to appoint representative(s) to the Stakeholder Forum from October/November 2025.*
- 1.4 *That the Tararua District Council delegate to the Chief Executive and the Council's appointed member of the Stakeholders' Forum to agree any required final, non-material changes to the Constitution and Shareholders' Agreement.*
- 1.5 *That the Tararua District Council request that the Chief Executive report back to Council on any changes made under this delegation.*

2. Executive Summary

- 2.1** Councils have previously adopted Water Services Delivery Plans (WSDPs) on 20 August 2025 confirming their commitment to the establishment of a regional water services organisation. These plans have been submitted to the Department of Internal Affairs (DIA) on 29 August 2025 and are currently being assessed by the DIA assessment panel.
- 2.2** Upon approval by the Secretary of Local Government (at DIA), Section 22 of Local Government (Water Services Preliminary Arrangements) Act 2024 requires that each council must give effect to the proposals or undertakings relating to the future delivery of water services that are specified, in the water services delivery plan submitted.
- 2.3** The establishment of the water services organisation is now proceeding in two major stages – legal establishment will be achieved by 1 July 2026, and the company will be operational, providing water services to the community by 1 July 2027.
- 2.4** The first step in the legal establishment of the water services organisation is to finalise the company's governing documentation – the company Constitution and Shareholders' Agreement. The substance of these documents has been previously agreed by the Councils and iwi and the attached documents have been drafted in accordance with these previous agreements.

3. Reason for the Report

- 3.1** This paper seeks the Council's approval of the principal governing documents Constitution and Shareholders' Agreement for Wairarapa Tararua Water Limited (the working name for the regional Water Services Organisation).

4. Discussion

- 4.1** In March and April 2025, the Council consulted with the community on options for the future of water services delivery in the district. The Council consulted on two options – the establishment of a Wairarapa Tararua Water Services Organisation (WSO) or the option to retain a "status quo" delivery model.
- 4.2** Community feedback strongly supported the Wairarapa Tararua model, with 65% of submitters indicating a preference for this option. Based on this feedback, Council resolved on 11 June 2025 to proceed with establishing a Wairarapa Tararua WSO, working with Masterton, Carterton and South Wairarapa District Councils.
- 4.3** Following the completion of consultation, the four Councils and two Iwi worked together to prepare WSDPs and agree key terms relating to the governance and commercial arrangements for the new entity. These WSDPs and a Commitment Agreement were adopted by the Council on 20 August 2025 and submitted to DIA on 29 August 2025.

- 4.4** The WSDPs set out the high-level implementation and transition plan for the entity and this is summarised in Table 1 below. Council have previously agreed that the water services organisation will be legally established by 1 July 2026 and operational by 1 July 2027.

Table 1: Water Services Organisation establishment and transition plan

Programme stage	Key deliverables and milestones	Estimated timing
Stage 1: Legal establishment The purpose of this stage is to complete the legal incorporation of the company and get the company's governance structures in place	• WSDP approved by DIA • Complete Constitution and Shareholders' Agreement • Appoint Stakeholders' Forum • Complete initial Director recruitment • Complete legal incorporation • Plan operational transition	• Nov 2025 • Oct 2025 • Nov 2025 • Mar 2026 • Mar 2026 • Dec 2025
Stage 2: Operational transition The purpose of this stage is to set up all the necessary operational requirements for the company and complete the transfer of services, assets, debt and all other water-related operations from the four Councils to the company	• Statement of Expectations prepared, and Water Services Strategy finalised • Complete remaining Director recruitment, and CEO and leadership team recruitment • Finalise Transfer Agreements for each Council (assets, debt, services) • Complete Council staff change process and transfer • Development of systems requirements, insurance arrangements, treasury and funding agreements in place with LGFA • Transfer assets, contracts, responsibilities, services following Board confirmation of readiness for go live.	• Sept 2026 • Mid/late 2026 • Dec 2026 • Dec 2026 • Dec 2026 • June 2027

5. Analysis

- 5.1** The first step in the establishment and transition plan is to finalise the company's governing documentation – the Wairarapa Tararua Water Constitution and the Wairarapa Tararua Water Shareholders' Agreement. The substance of these documents has already been agreed between the four councils and Iwi and has

been included in the Water Services Delivery Plans and Commitment Agreement submitted to DIA in August 2025.

- 5.2** The Constitution of the company is a document that legally establishes the entity, sets out the objectives of the company at a high-level, and sets the rules of company governance.
- 5.3** The Shareholders' Agreement sets out the details of how the relationship will work between the company shareholders and between the shareholders and the company. It also establishes the Stakeholders Forum, which is the representative forum of the shareholders and iwi representatives that provides the mechanism by which both exercise their powers in respect of the company.
- 5.4** Both documents need to be developed and in place to complete the legal establishment of the company and enable the transition to progress to its next steps.
- 5.5** The Constitution is attached as Appendix 2 and the Shareholders' Agreement as Appendix 3. These documents have been prepared by Bell Gully, the legal advisers to the water services establishment programme.
- 5.6** The documents have been drafted based on DIA legal templates, as per the previous direction of the Councils, with adjustments made to reflect the terms sheet previously agreed by councils and Iwi.
- 5.7** The documents have been reviewed for Tararua District Council by Buddle Findlay to ensure they appropriately reflect the interests of TDC in its shareholder capacity. Buddle Findlay provided a number of suggested changes which have been addressed and discussed between Bell Gully and Buddle Findlay.
- 5.8** Table 2 below summarises where the details of the terms sheet previously agreed by councils and Iwi are included in the documents. The terms sheet is attached as Appendix 1.

Table 2: Document reference clauses

Constitution	
Key Matters & Clause	
Cost-to-service (non-harmonised) pricing	Clause 2.2
Shareholder role in Water Services Strategy and Annual Budget	Clause 3.2
Dividends	Clause 8
Size and composition of the WSO Board	Clause 12.2
Board member term and reappointment	Clause 12.6
Board skills requirements	Clause 12.5 Schedule 3
Shareholders' Agreement	
Share allocation	Schedule 1 Clause 2.2, 7.2
Board member term and reappointment	Schedule 1
Establishment of the Stakeholders' Forum	Schedule 1 & 4 Clause 6.1
Size and composition of the Stakeholders' Forum	Schedule 1 Clause 6.2
Iwi participation in the Stakeholders' Forum	Clause 6.2, 6.3
Decision making framework	Clause 5.1, 6.5, 6.6, 7.3 & 12.3 Schedule 3 & 4
Shareholder entry & exit	Clause 8 Schedule 5 & 6
Pricing principles	Clause 10 Schedule 7
Dividends	Clause 11

6. Context: Final legislation of reform now completed

6.1 The Department of Internal Affairs advised that on 26 August 2025 two Acts comprising the final water services legislation, received Royal Assent with effect from the next day, marking the passage into law of policy decisions around the enduring settings for water services delivery in New Zealand. These Acts were:

- Local Government (Water Services) Act 2025
- Local Government (Water Services) (Repeals and Amendments) Act 2025

The major changes are summarised below:

6.2 Local Government (Water Services) Act 2025

6.3 The Local Government (Water Services) Act sets out territorial authorities' responsibilities for providing water services; the different methods for structuring provision arrangements; and requirements to ensure more public transparency of water services delivery. All territorial authorities – and any regional councils and council-controlled organisations (including Watercare) – that provide water services have become “water service providers” and are now subject to the provisions in this Act.

6.4 Water service providers – whether water organisations or in-house council business units – are required to:

- act in accordance with statutory objectives and financial principles, including being transparent about revenue and funding, expenses, and dividends (if any) in the case of water organisations
- ‘ringfence’ revenue, meaning all revenue and funding received for water services must be spent on providing those services
- put a greater focus on providing visibility about costs, investment needs and performance through water services strategies and water services annual reports.

6.5 The Act also includes protections against privatisation, assurance to the public that water service providers can only be owned by locally elected bodies (territorial authorities and/or trustees in consumer trusts).

6.6 Local Government (Water Services) (Repeals and Amendments) Act 2025

Amendments were made following consideration of submissions to the select committee and via an Amendment Paper tabled during later stages of the legislative process.

Some key provisions introduced include:

- From the day the Act comes into force, water service providers must give 30 working days' notice for permission to access land for new infrastructure work, and the landowner must give consent and may require conditions; access for subsequent work, including inspection and maintenance, requires shorter notice and landowners can only require conditions – not withhold permission.
- Territorial authorities must conduct their first assessment of their communities' access to drinking water services by 1 July 2026 (an obligation that has been relocated from the Local Government Act 2002 (LGA02)).
- Water service providers must adopt a stormwater risk management plan within three years of enactment.
- Territorial authorities that have not transferred responsibilities for water supply and wastewater services to a water organisation must submit a water services delivery plan every five years – starting in September 2030.
- Transitional arrangements relating to territorial authority long-term plans under the LGA02, which enable these plans to be amended, as necessary, to implement

a decision to transfer responsibilities for providing water services to a water organisation through a transfer agreement without the need to consult on the amendments or have them audited.

6.7 Bylaws Transition

Officers have sought legal advice regarding the effect of the bylaw transition provisions in the Local Government (Water Service) Act 2025, “LG(WS)A 2025”.

As a result, Council’s water related bylaws will be reviewed as required by section 263 of the LG(WS)A 2025 by the deadline of 27 August 2027 to ensure consistency with the requirements set out in the LG(WS)A 2025.

The bylaws will be reviewed jointly by the Wairarapa and Tararua councils to ensure that they are aligned across the multi-council Water Services Organisation.

Officers will bring a report to Council outlining the transition review requirements and timeframes as part of the bylaw review programme.

6.8 Amendments to existing legislation

The following changes were also made through the Local Government (Water Services Repeals and Amendments) Act 2025:

6.8.1 Economic regulation

The Commerce Commission (Commission) will be responsible for the new economic regulation regime. This regime will promote efficient, quality water services, and give the public confidence that revenue collected through rates or water services charges will be spent on the level of water infrastructure needed.

A consumer protection regime will enable the Commission to collect and analyse information relating to how consumers are being treated. If issues arise, the Act provides a range of tools to strengthen consumer protections.

One of the key tools the Commission will use is information disclosure. The Commission will require regulated water service providers to publish information about the performance of their water supply and wastewater services and will set the rules on what key performance information they will need to publicly share (information disclosure requirements).

The Commission is required to set initial requirements within six months of the Act coming into force and will consult with councils in the near future on its draft information disclosure requirements.

6.8.2 Water services regulation

The Water Services Authority – Taumata Arowai (the Authority) will continue to regulate drinking water suppliers; however, amendments to the Water Services Act mean it will implement a compliance approach that is more transparent, pragmatic and focuses on addressing the biggest risks to public health. The Authority also has a key role in overseeing environmental performance of drinking water, wastewater, and stormwater networks, such as through setting standards and public reporting on network performance.

Additional measures enabled by the new legislation seek to make infrastructure investment and maintenance more consistent and efficient, saving network operators time and cost.

These measures include:

- New Zealand’s first nationally consistent wastewater environmental performance standards;
- National Engineering Design Standards (NEDS) – performance-based requirements and national codes of practice for water infrastructure;
- infrastructure design solutions, which will provide blueprints for wastewater and stormwater infrastructure for councils to use to support faster consenting processes.

The Commerce Commission and the Authority will now contact officers directly to work through the details of their respective regulatory requirements.

6.9 Final Notes

A series of DIA factsheets covering key areas of the legislation are now being updated to reflect the changes made during the legislative process, and new guidance is being prepared. <https://www.dia.govt.nz/Water-Services-Policy-Future-Delivery-System>

7. Options Considered

A summary of the options considered is included in the table below.

Option		Advantages	Disadvantages
1	Approve the attached Constitution and Shareholders’ Agreement	Aligns with the decisions Council has made to date Is consistent with the timeframes and commitments the Council has made to DIA in its WSDP to establish the Water Services Organisation Documents give effect to agreements reached between	No known disadvantages

		Councils and iwi	
2	Do not approve the attached Constitution and Shareholders' Agreement	No known advantages	Does not align with the decisions Council has made to date Does not deliver on the timeframes and commitments the Council made to DIA in the WSDP Does not meet agreements reached with other Councils and iwi

- 7.1** It is noted that Shareholders have rights, obligations and processes, including powers to vary and amend its key governing documents, subject to their voting rights.

8. Recommended Option

Option 1 is recommended. Approving the governing documents enables the establishment of the Water Services Organisation to continue on its planned timeframes and ensures Council meets the commitments made in its WSDP.

9. Summary of Other Considerations

9.1 Strategic, Policy and Legislative Implications

The attached documents are consistent with the WSDP adopted by the Council on 20 August 2025 and the guidance and documentation provided by DIA in relation to Water Services Organisation governing documents.

9.2 Legal and risk

The attached documents have been drafted by Bell Gully and peer reviewed by Russell McVeagh and Buddle Findlay. The drafting is consistent with the guidance provided by DIA for water organisations governing documents and with legislative requirements.

The timeliness of completion of these documents will enable progress to be made on the project to establish a Water Services Organisation prior to Christmas. There is otherwise a project risk that timeframes will become constrained in the new calendar year.

10. Significance, Engagement and Consultation

- 10.1** Council's three waters network are strategic assets under the Significance and Engagement Policy. Council has consulted with the community on the future

service delivery model in line with provisions in the Local Government (Water Services Preliminary Arrangements) Act 2024 and the Local Government Act 2002.

- 10.2** The decisions sought in this report do not require further consultation with the community and are the implementation of decisions previously taken by the Council following previous consultation.

11. Financial Considerations

- 11.1** There are no specific financial implications of the decisions in this paper.

12. Implications for Māori

- 12.1** Water and environmental wellbeing are key priorities for mana whenua and the wider Māori community. The key terms of these documents have been previously agreed between Councils and iwi and the documents have been drafted to be consistent with those agreements.

13. Communications/Engagement Plan

- 13.1** No further community consultation or engagement is required to make the decisions in this paper.
- 13.2** Public communications will be made at major milestones in the transition, with the next milestone expected to be the acceptance of the WSDP by DIA.

14. Environmental/Climate Change Impact and Considerations

There is no climate change impacts as a result of the decisions sought in this report.

15. Next Steps

- 15.1** All four Councils are considering these documents at meetings on 24 September and 8 October.
- 15.2** The Secretary of Local Government at the Department of Internal Affairs is currently assessing the compliance of the Joint (multi-council) Water Services Delivery Plans of Wairarapa + Tararua.

The Secretary may:

- Seek further clarification to assist it to undertake the assessment.
- If the Secretary is not satisfied that the plan complies with Act requirements, the Secretary may either require amendments and resubmission by a specified date or decline to accept the plan.
- Under Section 22 of the Local Government (Water Services Preliminary Arrangements) Act 2024, there is an implementation obligation: Upon

receiving clearance, the territorial authority is legally required to give effect to the water services delivery plan.

In circumstances where a water services delivery plan is not accepted or given effect to, the Minister has statutory powers to intervene through:

- Crown Facilitator Appointment (Sections 25-27): The Minister may appoint a Crown facilitator to assist with plan development and compliance.
- Crown Water Services Specialist Appointment (Sections 28-31): The Minister may appoint a Crown water services specialist with decision-making and directive powers over water services arrangements

15.3 However, otherwise, there are no further Council decisions likely required until after the local body elections.

15.4 In the new triennium (October/November), there will be a period of induction for the new councils on the Water Reform.

15.5 Councils and iwi will thereafter appoint their nominated representative to the Stakeholders' Forum, and the Stakeholders' Forum will begin the process to appoint company Directors.

Attachments

1 [!\[\]\(642aa997563f9a325b310230bb5078b7_img.jpg\)](#). Wairarapa Tararua Water Shareholders Agreement - Draft for Council Approval on 24 September 2025

2 [!\[\]\(2b376d1a92330ab09dad2665d2f89bf5_img.jpg\)](#). Wairarapa Tararua Water Constitution - Draft for Council Approval on 24 September 2025

Council approval version

Shareholders' Agreement relating to Wairarapa Tararua Water Limited

PARTIES

Carterton District Council

Masterton District Council

South Wairarapa District Council

Tararua District Council

Each a Council and together the Councils

Wairarapa Tararua Water Limited

Company

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2025

PARTIES

Carterton District Council
Masterton District Council
South Wairarapa District Council
Tararua District Council
(Each a “**Council**” and together the “**Councils**”)

Wairarapa Tararua Water Limited
 (“**Company**”)

BACKGROUND

- A. The Councils are the Shareholders in the Company. The parties have entered into this agreement to record how the Shareholders will manage their shareholdings in the Company and their respective relationships with each other.
- B. The Company is party to this agreement to record certain obligations owed to it by, and owed by it to, the Shareholders.
- C. The terms and conditions of this agreement are set out in Schedule 1 (Agreement Details) and Schedule 2 (Terms and Conditions) and Schedules 3 to 8.

SIGNATURES

SIGNED for and on behalf of

CARTERTON DISTRICT COUNCIL by:

Signature of Authorised Signatory

Name of Authorised Signatory

Date

Signature of Authorised Signatory

Name of Authorised Signatory

Date

MASTERTON DISTRICT COUNCIL by:

Signature of Authorised Signatory

Name of Authorised Signatory

Date

Signature of Authorised Signatory

Name of Authorised Signatory

Date

SOUTH WAIRARAPA DISTRICT COUNCIL by:

Signature of Authorised Signatory

Name of Authorised Signatory

Date

Signature of Authorised Signatory

Name of Authorised Signatory

Date

TARARUA DISTRICT COUNCIL by:

Signature of Authorised Signatory

Name of Authorised Signatory

Date

Signature of Authorised Signatory

Name of Authorised Signatory

Date

WAIRARAPA TARARUA WATER LIMITED
by:

Signature of Authorised Signatory

Signature of Authorised Signatory

Name of Authorised Signatory

Name of Authorised Signatory

Date

Date

3

SCHEDULE 1

AGREEMENT DETAILS

Initial share issue and shareholding <i>(Clause 2.2, Schedule 2)</i>	Total Shares to be issued on incorporation: [●] Initial Shareholders: <table> <tr> <th>Shareholder</th><th>Number of Shares</th></tr> <tr> <td>Carterton District Council</td><td>[●]</td></tr> <tr> <td>Masterton District Council</td><td>[●]</td></tr> <tr> <td>South Wairarapa District Council</td><td>[●]</td></tr> <tr> <td>Tararua District Council</td><td>[●]</td></tr> </table> [Drafting Note: Shareholdings to be determined based on connections.]	Shareholder	Number of Shares	Carterton District Council	[●]	Masterton District Council	[●]	South Wairarapa District Council	[●]	Tararua District Council	[●]				
Shareholder	Number of Shares														
Carterton District Council	[●]														
Masterton District Council	[●]														
South Wairarapa District Council	[●]														
Tararua District Council	[●]														
Price payable for each share issued <i>(Clause 2.3, Schedule 2)</i>	The transfer of the assets and assumption of liabilities under the relevant transfer agreement to be entered into by each Shareholder														
Name of Company <i>(Clause 2.4, Schedule 2)</i>	Wairarapa Tararua Water Limited														
Registered office and address for service of Company <i>(Clause 2.4, Schedule 2)</i>	19 Kitchener Street, Martinborough, Martinborough, 5711, New Zealand														
Initial Directors and term of appointment <i>(Clause 4.2, Schedule 2)</i>	Initial Directors and their term of appointment: <table> <tr> <th>Directors</th><th>Term</th></tr> <tr> <td>[Name]</td><td>[insert months/years]</td></tr> <tr> <td>[Name]</td><td></td></tr> <tr> <td>[Name]</td><td></td></tr> <tr> <td>[Name]</td><td></td></tr> <tr> <td>[Name]</td><td></td></tr> <tr> <td>[Name]</td><td></td></tr> </table>	Directors	Term	[Name]	[insert months/years]	[Name]		[Name]		[Name]		[Name]		[Name]	
Directors	Term														
[Name]	[insert months/years]														
[Name]															
[Name]															
[Name]															
[Name]															
[Name]															
Other matters to be included in the	As set out in Schedule 8.														

Statement of Expectations <i>(Clause 12.2(c), Schedule 2)</i>		
Interest rate payable on payment default <i>(Clause 16.3(a), Schedule 2)</i>	For any day, interest calculated at the Bill Rate for that day plus a margin of 4 percentage points, where the Bill Rate means the average rate per annum (expressed as a percentage) as quoted on Reuters page BKBM (or any successor page displaying substantially the same information) under the heading FRA for bank accepted bills having a term of 90 days as fixed at 10:45am on the first business day following the due date.	
Address for notices <i>(clause 19.1, Schedule 2)</i>	Carterton District Council	Masterton District Council
	[insert physical and postal address details of Council] Email: [insert details] Attention: [insert details]	[insert physical and postal address details of Council] Email: [insert details] Attention: [insert details]
	South Wairarapa District Council	Tararua District Council
	[insert physical and postal address details of Council] Email: [insert details] Attention: [insert details]	[insert physical and postal address details of Trust] Email: [insert details] Attention: [insert details]
	Wairarapa Tararua Water Limited	
	[insert physical and postal address details of Company] Email: [insert details] Attention: [insert details]	
Stakeholders' Forum membership	Total number of members of the Stakeholders' Forum: 6 Initial members of the Stakeholders' Forum:	

(Schedule 4)

- [X], appointed by Carterton District Council
- [X], appointed by Masterton District Council;
- [X], appointed by South Wairarapa District Council;
- [X], appointed by Tararua District Council;
- [X], appointed by Rangitāne; and
- [X], appointed by Ngāti Kahungunu.

Alternates of the Stakeholders' Forum:

- [X], appointed by Carterton District Council
- [X], appointed by Masterton District Council;
- [X], appointed by South Wairarapa District Council;
- [X], appointed by Tararua District Council;
- [X], appointed by Rangitāne; and
- [X], appointed by Ngāti Kahungunu.

SCHEDULE 2

TERMS AND CONDITIONS

AGREEMENT

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions: In this agreement the following definitions apply:

"Alternate" means in relation to a Shareholder, an alternate to that Shareholder's appointed Stakeholders' Forum Member to observe, participate and vote at meetings of the Stakeholders' Forum (as applicable, in accordance with Schedule 4 of this agreement).

"Board" means the board of Directors of the Company.

"Business" means the business and activities set out in clause 2.2 of the Constitution.

"Business Day" means a day (other than a Saturday, a Sunday or a public holiday) on which registered banks are open for business in Carterton, Masterton, South Wairarapa and Tararua, New Zealand.

"Companies Act" means the Companies Act 1993.

"Confidential Information" means all information of a confidential nature (which, where the confidentiality of the information is not expressly stated, shall be determined by the recipient, acting reasonably) obtained by one party from the other party under or in connection with this agreement, including, in relation to the Company, trade secrets, proprietary information and confidential information belonging to the Company that are not generally known to the public, including information concerning business plans, financial statements and other information provided pursuant to this agreement, operating practices and methods, expansion plans, strategic plans, marketing plans, contracts, customer lists or other business documents which the Company treats as confidential, and any other information in respect of which the Company is bound by an obligation of confidence owed to a third party, but does not include the provisions of this agreement.

"Constitution" means the constitution of the Company as filed with the New Zealand Companies Office on the incorporation of the Company, as amended or replaced from time to time.

"Director" means a director of the Company.

"Event of Default" in respect of a Shareholder, means where a Shareholder breaches or fails to observe any of the obligations under this agreement and:

- (a) if that breach or failure is capable of remedy, does not remedy that breach or failure within 20 Business Days of notice from any other Shareholder specifying the breach or failure and requiring remedy; or
- (b) if that breach or failure is material in the context of the obligations of that Shareholder under this agreement and that breach or failure is not capable of remedy.

"Incorporation Date" means the date on which the Company is incorporated as determined by the date recorded by the New Zealand Companies Office.

"Independent Director" has the meaning given to it in the Constitution.

"Iwi" means each of Rangitāne and Ngāti Kahungunu.

"LGA" means the Local Government Act 2002.

"LGFA" means the New Zealand Local Government Funding Agency Limited.

"LG(WS) Act" means the Local Government (Water Services) Act 2025.

"Local Authority" has the meaning given to it in the LGA.

"Material" means material in the context of the Business and assets of the Company as a whole.

"Ngāti Kahungunu" means the hapu of Ngāti Kahungunu ki Wairarapa Tamaki nui a Rua as represented by Ngāti Kahungunu ki Wairarapa Tāmaki nui-a-Rua Settlement Trust.

"Ordinary Resolution" means a resolution that is approved by a simple majority of the votes of those Shareholders entitled to vote and voting on the question.

"Rangitāne" means the hapu of Rangitāne o Wairarapa and Tamaki nui-a-Rua as represented by Rangitāne tu mai ra Trust.

"Reserved Matters" means matters of the nature listed in Schedule 3.

"Security Interest" includes a mortgage, debenture, charge, lien, pledge, assignment or deposit by way of security, bill of sale, lease, hypothecation, hire purchase, credit sale, agreement for sale on deferred terms, option, right of pre-emption, caveat, claim, covenant, interest or power in or over an interest in an asset and any agreement or commitment to give or create any such security interest or preferential ranking to a creditor including set off.

"Service Area" has the meaning set out in the LG(WS) Act.

"Shares" means shares in the Company on issue from time to time.

"Shareholder" means a shareholder in the Company and includes any person who subsequently becomes a shareholder. Where Shares are held by persons jointly, those persons are considered one Shareholder for the purpose of this agreement.

"Special Resolution" means a resolution that is approved by a majority of 75% of the votes of those Shareholders entitled to vote and voting on the question.

"Stakeholders' Forum" means the forum of Shareholder and Iwi representatives formed pursuant to clause 6.1.

"Stakeholders' Forum Member" means a member of the Stakeholders' Forum.

"Statement of Expectations" has the meaning given to it in the LG(WS) Act.

"Terms of Reference" means the terms of reference of the Stakeholders' Forum in the form set out in Schedule 4 as amended from time to time.

"Transfer Agreement" has the meaning set out in the LG(WS) Act.

"Water Service Connection" means a physical connection to the wastewater network and the drinking water network provided by, or on behalf of, the Company, with a connection to the network in respect of both wastewater and drinking water for a single user being deemed to be a single connection.

"Water Services" has the meaning set out in the LG(WS) Act, which shall be the water services in respect of which responsibility is transferred to the Company in accordance with the respective Transfer Agreements between the Company and each Shareholder.

"Water Services Strategy" has the meaning set out in the LG(WS) Act.

1.2 **Interpretation:** In this agreement, unless the context otherwise requires:

- (a) headings are for convenience only and do not affect interpretation;
- (b) the singular includes the plural and vice versa, and a gender includes other genders;
- (c) another grammatical form of a defined word or expression has a corresponding meaning;
- (d) words in this agreement have the same meaning as in the Companies Act unless inconsistent with the context;
- (e) a reference to a party, person or entity includes:
 - (i) an individual, firm, company, trust, partnership, joint venture, association, corporation, body corporate, estate, state, government or any agency thereof, municipal or local authority and any other entity, whether incorporated or not (in each case whether or not having a separate legal personality); and
 - (ii) an employee, agent, successor, permitted assign, executor, administrator and other representative of such party, person, entity;
- (f) a reference to dollars or \$ is to New Zealand currency and excludes every tax and duty;
- (g) a reference to a clause or schedule is to a clause or schedule of this agreement;
- (h) a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re enactments or replacements of any of them;
- (i) references to the word 'include' or 'including' are to be construed without limitation;

- (j) references to any form of law is to New Zealand law, including as amended or re-enacted;
- (k) a reference to a document or instrument includes the document or instrument as novated, altered, supplemented or replaced from time to time;
- (l) "written" and "in writing" include any means of reproducing words, figures or symbols in a tangible and visible form;
- (m) any obligation falling due for performance on or by a day other than a Business Day shall be performed on or by the Business Day immediately following that day; and
- (n) an obligation not to do something includes an obligation not to allow or cause that thing to be done.

1.3 **Subsidiaries of the Company:** If at any time the Company has a subsidiary (as defined in the Companies Act) or subsidiaries, clauses 3.1, 5.1 and 6.1 shall be read so as to relate to the group of companies consisting of the Company and its subsidiaries, rather than to the Company alone.

2. ESTABLISHMENT OF COMPANY AND STAKEHOLDERS' FORUM

2.1 **Incorporation:** The Shareholders shall immediately after signing this agreement take all steps necessary (including signing documents) to:

- (a) incorporate the Company as a New Zealand registered company including by:
 - (i) granting any necessary authorisations, approvals and delegations;
 - (ii) procuring the execution of director consent forms by the Initial Directors;
 - (iii) preparing, or procuring that an authorised person prepare, a share register for the Company; and
 - (iv) completing, or procuring that an authorised person complete, all necessary Companies Office filings;
- (b) procure that the Company enter into and execute this agreement; and
- (c) establish the Stakeholders' Forum in accordance with clause 6.1.

2.2 **Shares:** The Company shall immediately upon incorporation have the number of shares set out in Schedule 1 which, on issue, will be held by the Shareholders set out in Schedule 1. These shareholdings represent the Shareholders' best estimate of the number of Water Service Connections as at 1 July 2027.

2.3 **Payment for Shares:** As set out in Schedule 1, no cash amount shall be payable by each Shareholder in respect of each Share held by that Shareholder.

2.4 **Name and registered office:** The name of the Company shall be as set out in Schedule 1 and the initial registered office and address for service of the Company shall be as set out in Schedule 1.

3. PURPOSE OF COMPANY

- 3.1 **Purpose:** It is the intention of the Shareholders and the Stakeholders' Forum that the Company is to carry on the Business.
- 3.2 **Initial business set up:** The Shareholders and the Company will develop and agree the terms of the Transfer Agreements, including incorporating the debt transfer principles set out in Schedule 5 to the Commitment Agreement between Shareholders dated 25 August 2025, promptly after execution of this agreement and must enter into the Transfer Agreements no later than [September 2026] (or such other date as the parties may agree). Once entered, the Shareholders and the Company must each comply with the terms and conditions of the relevant Transfer Agreement.

4. BOARD AND DIRECTORS

- 4.1 **Board:**
- (a) The Company will have a number of Directors that complies with the Constitution.
 - (b) The Directors will be appointed and removed in accordance with the Constitution.
 - (c) All Directors will be Independent Directors. A Director who ceases to be an Independent Director must be promptly replaced by another person who is an Independent Director in accordance with this agreement.
- 4.2 **Initial Directors:** The Directors named in Schedule 1 are deemed to have been nominated by the Stakeholders' Forum to be the Directors from incorporation of the Company, and are deemed to have been appointed for a term commencing from the Incorporation Date and continuing for the period stated in Schedule 1 unless the Director otherwise ceases to be a Director in accordance with the Constitution or the Companies Act.
- 4.3 **Performance evaluation:** The Board will undertake a self-evaluation of its performance on an annual basis, in line with accepted good governance principles and practices and any reasonable written requests of the Stakeholders' Forum, and the results will be reported directly to the Stakeholders' Forum.

5. SHAREHOLDERS' RIGHTS AND OBLIGATIONS

- 5.1 **Voting and Shareholder Reserved Matters:**
- (a) Subject to clause 5.1(b) and any resolution that is required by the Companies Act or the Constitution to be passed as a Special Resolution or by any other voting threshold, all resolutions of meetings of the Shareholders may be passed by Ordinary Resolution.
 - (b) The Company will not enter into any transaction or matter which is a Shareholder Reserved Matter unless the entry into that transaction or matter is approved in writing in accordance with the threshold for the relevant Shareholder Reserved Matter specified in Schedule 3.
- 5.2 **Duty to comply with Constitution:** Each Shareholder shall comply with the Constitution.

- 5.3 **Compliance with laws:** The Shareholders will each ensure they comply with their, and the Company complies with its, obligations under the LGA, Local Government (Water Services Preliminary Arrangements) Act 2024, the LG(WS) Act, the Water Services Act 2021, the Companies Act and all other applicable laws.
- 5.4 **Spirit of collaborative working:** The Shareholders and the Company must at all times act in a spirit of co-operation and collaborative working, endeavouring to act together to allow for the effective communication of the Shareholders' intentions or requirements to the Company and of the Company's intentions or requirements, as applicable.
- 5.5 **No surprises:** The Shareholders shall use best endeavours to act under the principle of "no surprises", both with the Company and with each other in relation to their respective interests. The Company shall use best endeavours to act under the principle of "no surprises" with each of the Shareholders in relation to their respective interests.

6. **STAKEHOLDERS' FORUM**

6.1 **Establishment and Terms of Reference:**

- (a) The Shareholders will establish, maintain and operate a Stakeholders' Forum in accordance with the Terms of Reference to provide overarching governance of the Company, including:
- (i) in relation to the appointment of Directors to the Board of the Company;
 - (ii) to assist the Shareholders to fulfil their obligations under this agreement;
 - (iii) to provide opportunities for collaboration with Iwi;
 - (iv) where the Company has any obligation to consult with the Shareholders under the LG(WS) Act or other applicable law, to allow the Company to meet such obligation by consulting with the Stakeholders' Forum; and
 - (v) where the Company has Treaty settlement obligations (including under the Rangitāne Tū Mai Rā (Wairarapa Tamaki nui-ā-Rua) Claims Settlement Act 2017, the Ngāti Kahungunu ki Wairarapa Tāmaki nui-ā-Rua Claims Settlement Act 2022 and the Te Rohe o Rongokako Joint Redress Act 2022), to allow the Company to meet such obligations by consulting with the Stakeholders' Forum.
- (b) The Stakeholders' Forum will be deemed to have been established on the date of this agreement, at which time:
- (i) the Terms of Reference are on the terms attached at Schedule 4 to this agreement; and
 - (ii) the initial Stakeholders' Forum Members and Alternates are as set out in Schedule 1.

6.2 **Stakeholders' Forum Members:**

- (a) The Stakeholders' Forum will be made up of:

- (i) one Stakeholders' Forum Member appointed by each Shareholder; and
 - (ii) one Stakeholders' Forum Member appointed by each of Rangitāne and Ngāti Kahungunu.
- (b) Each Stakeholders' Forum Member (and/or their Alternate) appointed by a Shareholder may be (but is not required to be) an elected member of a Council.
- (c) Each Shareholder and Iwi must ensure that it has appointed a Stakeholders' Forum Member and an Alternate at all times. If a Shareholder or Iwi fails to comply with this requirement, then the Chief Executive (or equivalent) of the relevant Shareholder or Iwi (as applicable) will be deemed to be the Stakeholders' Forum Member appointed by that Shareholder or Iwi until such time as a new Stakeholders' Forum Member is appointed by that Shareholder or Iwi (as applicable).
- (d) Each Iwi who appoints a Stakeholders' Forum Member, and that Stakeholders' Forum Member, must enter into confidentiality arrangements substantially similar to those set out in clause 18 of this agreement.

6.3 Replacing a Stakeholders' Forum Member:

- (a) Each Shareholder's appointed Stakeholders' Forum Member and/or Alternate may be replaced from time to time by that Shareholder providing written notice to the Stakeholders' Forum and the other Shareholders.
- (b) Each Iwi appointed Stakeholders' Forum Member and/or Alternate may be replaced from time to time by the relevant Iwi (and not any other person) providing written notice to the Stakeholders' Forum and the Shareholders.

6.4 Terms of Reference:

- (a) The Shareholders may amend the Terms of Reference by the written agreement of all Shareholders, provided the Shareholders have first consulted with Iwi.
- (b) The:
 - (i) operation of the Stakeholders' Forum will be governed by the Terms of Reference (as amended from time to time); and
 - (ii) Shareholders must procure that their appointed Stakeholders' Forum Member (and their Alternate) comply at all times with the Terms of Reference.

6.5 Delegations to a Stakeholders' Forum Member: Each Shareholder agrees to delegate to its appointed Stakeholders' Forum Member, and their Alternate, those responsibilities and powers set out in the Appendix to the Terms of Reference and those in clause 6.6.

6.6 Authority of Stakeholders' Forum Member: Subject to the delegations under clause 6.5 above, the Shareholders agree that any right, power, discretion or action for a Shareholder under this agreement (including casting a vote on any Shareholder resolution, signing any notice, resolution, consent or approval and approving any Shareholder Reserved Matter)

may be exercised by the Stakeholders' Forum Member appointed by that Shareholder (or their Alternate).

- 6.7 **Iwi representation:** The parties acknowledge and agree that clauses 6.2(a)(ii), 6.2(d), 6.3(b) and parts of Schedule 4 contain benefits in favour of Rangitāne and Ngāti Kahungunu and shall be enforceable by those Iwi in accordance with Part 2, Subpart 1 of the Contract and Commercial Law Act 2017. Nothing in this clause 6.7 prevents the Shareholders from amending this agreement, including any of clauses 6.2(a)(ii), 6.2(d), 6.3(b) and Schedule 4, without the consent of each Iwi provided where any change is proposed to Iwi rights of participation in the Stakeholders' Forum the Shareholders:

- (a) proactively seek ways to enhance Iwi participation;
- (b) consult with Iwi in good faith on the proposed change;
- (c) engage with Iwi as to the effects of the proposed change; and
- (d) seek to mitigate the adverse effects of the proposed change, if any.

6.8 **Breach:**

- (a) Each Stakeholders' Forum Member (and their Alternate) must comply with all applicable requirements of the Terms of Reference.
- (b) In the event of Material breach by a Stakeholders' Forum Member (or their Alternate), as determined by a majority of the other Stakeholders' Forum Members, of the Terms of Reference or the rules that may be adopted by the Stakeholders' Forum from time to time to regulate its own procedures, the other Stakeholders' Forum Members may suspend the voting and other rights of participation of that Stakeholders' Forum Member for such time as they consider necessary to resolve the breach or otherwise appropriate in the circumstances.
- (c) If:
 - (i) the suspended Stakeholders' Forum Member fully remedies the relevant breach to the reasonable satisfaction of all other Stakeholders' Forum Members (such satisfaction to be evidenced in writing); or
 - (ii) the other Stakeholders' Forum Members agree (acting reasonably),the suspension shall automatically end and all rights, privileges, and entitlements of the suspended Stakeholders' Forum Member under this agreement shall be reinstated with effect from the date on which such written confirmation is given.

7. **ISSUING ADDITIONAL SHARES**

- 7.1 **Share issue:** Additional shares in the Company may be issued:

- (a) with the written approval of all Shareholders;
- (b) to an existing Shareholder in accordance with the process set out in clause 7.2; or
- (c) to a third party in accordance with the process set out in clause 8.2.

- 7.2 **Periodic adjustment to Shares:** The Shareholders agree that their intention is for each Shareholder's shareholding in the Company as a proportion of total Shares to be equivalent to the number of Water Service Connections in the Shareholder's Service Area as a proportion of total Water Service Connections in the Service Areas for all Shareholders. To maintain this equivalency over time:
- (a) within four weeks after 1 July of each third anniversary of the date of this agreement, the Board must calculate the number of Water Service Connections in each Shareholder's Service Area as a proportion of total Water Service Connections in the Service Areas for all Shareholders as at that 1 July;
 - (b) promptly after the calculations referred to at clause 7.2(a) have been completed, the Board must notify the Shareholders and the Stakeholders' Forum of the resulting proportions of each Shareholder and the details of the Board's proposed action under clause 7.2(c);
 - (c) at least 10 business days after notifying the Shareholders and the Stakeholders' Forum under clause 7.2(b) (the **Notification Period**), but promptly thereafter, the Board and the Shareholders must take all steps necessary to issue and/or acquire and cancel Shares in the Company in such number and in respect of such Shareholders as is required to ensure that, immediately following such issuance and/or cancellation, each Shareholder's shareholding in the Company as a proportion of total Shares is equivalent to the proportion calculated in respect of that Shareholder under clause 7.2(a). For the avoidance of doubt, shares must not be issued, acquired or cancelled under this clause 7.2 prior to the conclusion of the Notification Period without the agreement of all Shareholders; and
 - (d) all shares acquired or issued under this clause 7.2 as part of any periodic adjustment to shareholdings shall be acquired or issued for nil consideration.
- 7.3 **Adjustment to Shares for capital events:** An adjustment to the respective holdings of Shares may be initiated at any time by the Board, and will be initiated by the Board prior to any increase in capital from Shareholders or distribution to Shareholders, in each case in accordance with the methodology as set out in clause 7.2, provided that the Board will select a date that the adjustment should be undertaken as at.
- 7.4 **Disputes:** Any dispute as to the operation of, and calculations under, clause 7.2 or 7.3 will be resolved in accordance with clause 17, provided that if the Board receives a notice of dispute pursuant to clause 17.1 within five business days after notice has been given under clause 7.2(b), the Board will not proceed to take any action under clause 7.2(c) until the dispute has been resolved under clause 17, following which the Board may take such action or make such adjustments as it deems reasonably necessary to give effect to any change in shareholdings, including in respect of transactions that may have occurred prior to the resolution of the dispute but on a basis consistent with the determined outcome of the dispute.
8. **SHAREHOLDER ENTRY AND EXIT**
- 8.1 **No sale:** No Shareholder shall directly or indirectly sell, transfer, or dispose of the legal or beneficial ownership of, or the control of, any of its Shares otherwise than in compliance with this clause 8, the Constitution and the LG(WS) Act.

8.2 **New Shareholders:** A Local Authority who is not an existing Shareholder may be admitted as an additional Shareholder in accordance with the process and requirements of Schedule 5.

8.3 **Shareholder exit:** A Shareholder who wishes to exit from its shareholding in the Company may do so in accordance with the process and requirements of Schedule 6.

9. LOANS AND GUARANTEES BY SHAREHOLDERS

9.1 **Loans and guarantees:** No Shareholder will be required to make any loans to the Company or guarantee the obligations of the Company, to any creditor or other party except with the express prior agreement of such Shareholder or as set out in clause 9.2 below.

9.2 **Establishment funding:** The Shareholders agree that it is intended that the Company will, in advance of the Company receiving revenue from the Business, borrow from Shareholders for the purpose of meeting the reasonable establishment and operating costs of the Company (**Establishment Loans**). To this end, it is agreed that:

- (a) the Company may, in one or more requests in writing given prior to the date on which it receives its first revenue following the closing under the Transfer Agreement, request the advance by each Shareholder of up to, in aggregate with all other sums advanced by that Shareholder under this clause 9.2, the sum of \$[●];
- (b) that request for advance must be made to each Shareholder at the same time and for the same amount;
- (c) the Shareholders must advance the funds requested to the Company under the Establishment Loan within five Business Days of receipt of the request;
- (d) the Establishment Loan will be unsecured, interest free and repayable upon the earlier of:
 - (i) 30 June 2028;
 - (ii) the date on which the Company is eligible to borrow from LGFA and remain in compliance with all LGFA funding requirements and covenants; and
 - (iii) the date elected by the Company; and
- (e) the Shareholders will do all things reasonably required in connection with the Establishment Loans, including capitalising the Establishment Loans, to the extent necessary for the Company to be able to borrow from LGFA.

9.3 **LGFA:** The Shareholders agree that it is intended that the Company will borrow from LGFA. In accordance with LGFA foundation policies, the Company (as a CCO) must have financial support from its shareholders. To this end, it is agreed that each Shareholder will:

- (a) support the Company in taking all steps necessary for it to:
 - (i) be approved by LGFA as a borrower; and

- (ii) accede to LGFA's Multi Issuer Deed and Notes Subscription Agreement (or similar); and
 - (b) either:
 - (i) enter into, in a timely manner, a deed of guarantee (or such other documentation as required by LGFA) for the Company's debt liabilities to LGFA; or
 - (ii) commit to provide uncalled capital,based on the following principles:
 - (iii) no Shareholder will ultimately be required to guarantee, or pay, more than that Shareholder's Agreed Proportionate Amount; and
 - (iv) the guarantee/amount of any uncalled capital will be reviewed periodically to ensure it reflects the above principle.
- 9.4 The **"Agreed Proportionate Amount"** for a Shareholder will be set out or determined in accordance with the Transfer Agreement for that Shareholder, and will be agreed with all Shareholders.
- 10. SETTING WATER CHARGES AND OTHER REVENUE RECOVERY**
- 10.1 The Board will make all decisions in relation to the setting of water charges and other revenue recovery.
- 10.2 Each decision of the Board regarding water charges will be made:
- (a) in compliance with clause 2.2 of the Constitution (unless that clause is amended in accordance with clause 10.3); and
 - (b) having regard to the pricing principles set out in Schedule 7.
- 10.3 Notwithstanding clauses 10.1 and 10.2:
- (a) if the Shareholders agree otherwise as a Reserved Matter, the Board may adopt harmonisation of pricing between any Service Areas despite the provisions of clause 2.2 of the Constitution; and
 - (b) promptly after the ninth anniversary of the date of this agreement the Shareholders will, with the input of the Board, review whether clause 2.2 of the Constitution should be amended to change the way charges are set for water users away from reflecting the costs to serve those water users. Any change will only take effect if the Shareholders agree as a Reserved Matter.
- 10.4 The Board may, within six weeks of 1 July 2030, 1 July 2033 and 1 July 2036, put forward a business case to Shareholders proposing to adopt a harmonisation pricing strategy for consideration by Shareholders under clause 10.3(a) above. The business case will consider, among other things, the following factors:

- (a) whether there is sufficient reliable information available about future investment requirements to provide reliable and transparent estimates of costs to ratepayers;
- (b) the impact of any proposed changes on each Shareholder's ratepaying population (including distributional impacts within and between Council districts);
- (c) other benefits and costs of the new proposed approach relative to current approach (e.g., impact on operating costs/efficiencies for the entity); and
- (d) whether other compensatory measures could be put in place to manage any significant impact (if any) on subsets of ratepayers.

Nothing in any such proposal or in this clause 10.4 obliges any Shareholder to agree to any such proposal.

11. DISTRIBUTIONS

- 11.1 The Board may authorise dividends and other distributions (as those terms are defined in the Companies Act) only in accordance with a dividend policy adopted by the Shareholders in accordance with this clause 11.
- 11.2 Each Shareholder acknowledges and agrees that:
 - (a) the initial dividend policy of the Company will be to re-invest all profits of the Company into the Business and, accordingly, the Company does not intend to pay dividends to Shareholders; and
 - (b) it is the Shareholders' intention that the initial dividend policy will be maintained for at least nine years from the Incorporation Date.
- 11.3 The Shareholders may agree by a unanimous resolution of Shareholders to the Company adopting an updated dividend policy from time to time. Unless otherwise agreed by that unanimous resolution of Shareholders, the payment of any dividend (including if made under an updated dividend policy) will be:
 - (a) subject to the Company being able to:
 - (i) comply with its then current business plan;
 - (ii) comply with its obligations to any third party;
 - (iii) comply with its legal obligations, including under the LG(WS) Act (including the obligation not to not pay a dividend amount that could compromise the Company's ability to act in accordance with the financial principle that it must ensure that the revenue and funding it applies to providing Water Services is sufficient to sustain the Company's long-term investment in its Water Services while meeting all regulatory requirements);
 - (iv) meet the solvency test set out in the Companies Act; and
 - (v) maintain prudential capital reserves,

(as determined in each case by the Board);

- (b) made on a pro-rata basis, in proportion to the Shares then held by each Shareholder.

12. STATEMENT OF EXPECTATIONS

12.1 **Preparation:** The Stakeholders' Forum will be responsible for preparing the Statement of Expectations in accordance with the LG(WS) Act, within the time periods required by the LG(WS) Act.

12.2 **Process:** Unless the Shareholders otherwise agree, or an alternative process is provided for in the LG(WS) Act (in which case that alternative process will be followed):

- (a) The Stakeholders' Forum will meet eight months before the date on which the Company is required to prepare a Water Services Strategy under the LG(WS) Act, to discuss and agree to the process for preparing the next Statement of Expectations. That process must comply with the requirements of the LG(WS) Act including in respect of liaising with the Company.
- (b) The Stakeholders' Forum Members will procure that one or more Shareholders publish the process agreed in accordance with clause 12.2(a) on their website in accordance with the LG(WS) Act.
- (c) The Stakeholders' Forum Members will then work collectively to prepare a draft Statement of Expectations in accordance with the process agreed under clause 12.2(a) and the requirements of this agreement and the LG(WS) Act.
- (d) In addition to the requirements specified in the LG(WS) Act, the Statement of Expectations shall also include the matters set out in Schedule 8. However, for clarity, section 228(3) of the LG(WS) Act applies.
- (e) The Shareholders must approve and adopt (as a Shareholder Reserved Matter) the draft Statement of Expectations prepared in accordance with clause 12.2(c), subject to any amendments they consider necessary, at least six months prior to the date on which the Company is required to prepare a Water Services Strategy under the LG(WS) Act.

Promptly after the Statement of Expectations has been approved and adopted in accordance with clause 12.2(e), the Statement of Expectations will be circulated to the Chairperson of the Board, the Chief Executive of the Company and the Stakeholders' Forum.

12.3 **Compliance:** The Shareholders, the Stakeholders' Forum and the Board will ensure that the business of the Company is conducted in accordance with its Statement of Expectations.

13. SECURITY INTERESTS, AMALGAMATION

13.1 **No Security Interest:** A Shareholder must not grant a Security Interest over any of its Shares.

13.2 **Amalgamation of Local Authorities:** In the event of an amalgamation or any other change in the governance structure of a Shareholder, the Shareholders will meet and discuss the

effect of the amalgamation on the shareholding structure of the Company and will exercise their voting rights to ensure that the shareholding percentages for the Shares remain reasonable as agreed by all Shareholders.

14. TERM AND TERMINATION

14.1 **Term:** This agreement commences on the date signed by all parties and continues until the first date on which:

- (a) only one Shareholder owns all Shares;
- (b) none of the Shareholders hold Shares; or
- (c) the date on which the Company is removed from the Companies Register.

15. CONSEQUENCES OF TERMINATION

15.1 **Effect of termination:** Any termination of this agreement with respect to a Shareholder does not affect any accrued rights that Shareholder may have against the other parties to this agreement or which the other parties to this agreement may have against it.

15.2 **Survival:** Termination of this agreement will not affect the rights and obligations of the Shareholders set out in clauses 1, 15, 17, 18, 19 and 20 which are intended to survive the termination of this agreement.

16. SUSPENSION OF RIGHTS

16.1 **Consequences:** If an Event of Default occurs in respect of a Shareholder (the "**Defaulting Shareholder**") the Non-Defaulting Shareholders may, while that Event of Default continues, by notice in writing to the Defaulting Shareholder require that the Defaulting Shareholder is suspended as follows:

- (a) all rights of the Defaulting Shareholder under this agreement (including the right to vote on a Reserved Matter and to participate in the Stakeholders' Forum) and all rights attaching to the Defaulting Shareholder's Shares ("**Default Shares**") (including voting) are suspended and the Default Shares are not to be counted for the purpose of determining a quorum for a Shareholders' meeting; and
- (b) all Director appointment rights of the Defaulting Shareholder are suspended,
with any period of suspension only lasting for such time as:
- (c) in the case of a breach or failure is capable of remedy, the Event of Default is continuing; and
- (d) in the case of a breach or failure that is not capable of remedy, the consequences of the Event of Default have been mitigated to the fullest extent practicable and (without imposing on any Shareholder an obligation to offer compensation) the Company and Shareholders have been compensated for the consequences of the Event of Default to the reasonable satisfaction of each shareholder.

16.2 **Non-Defaulting Shareholder:** For the purposes of clause 16.1:

- (a) "Non-Defaulting Shareholders" means all Shareholders which are not the Defaulting Shareholder, other than any such Shareholder which is a Related Party of the Defaulting Shareholder; and
- (b) any notice which may be given by the Non-Defaulting Shareholders may be given by a Shareholder or Shareholders which holds or hold more than half of the Shares held by all Non-Defaulting Shareholders.

16.3 **Default interest:** If either party does not pay any amount payable under this agreement on the due date for payment ("**Due Date**") that party shall pay to the other party interest (both before and after judgment) on that amount. That interest:

- (a) shall be paid at the rate set out in Schedule 1;
- (b) shall be paid by instalments at intervals of 10 Business Days from the Due Date; and
- (c) shall be calculated on a daily basis from and including the Due Date until the unpaid amount is paid in full.

The right of a party to require payment of interest under this clause does not limit any other right or remedy of that party.

16.4 **Other remedies:** Clauses 16.1 and 16.3 are without prejudice to any other right, power or remedy under this agreement, at law, or otherwise, that any Shareholder has in respect of a default by any other Shareholder.

17. DISPUTE RESOLUTION

17.1 **Notice in writing:** If a party claims that a dispute has arisen, that party must give written notice to the other parties. The written notice must specify the nature of the dispute.

17.2 **Negotiation:**

- (a) On receipt of a notice delivered in accordance with clause 17.1 and before any party may refer a dispute to mediation, the representatives must, in good faith and acting reasonably, do their best to resolve the dispute quickly and efficiently through negotiation.
- (b) If any representative considers that the dispute is not being resolved in a timely manner, such representative may serve written notice on the other parties' representatives to escalate the dispute to the Chief Executives or equivalent (where the representatives are not the Chief Executive or equivalent) of the applicable Shareholders for resolution.
- (c) If the dispute has not been resolved within 20 Business Days (or within such other period as agreed by the parties) of the date of the notice referred to in clause 17.2, any party may submit the dispute to mediation.

17.3 **Mediation:**

- (a) If the parties do not resolve the dispute by negotiation, the parties must, in good faith and acting reasonably, do their best to resolve the dispute by participating in mediation with an independent mediator.
- (b) If the parties do not agree on a mediator, then the mediator will be appointed by the New Zealand Dispute Resolution Centre.
- (c) The parties must mediate the dispute in accordance with principles agreed between them or, if no agreement can be reached, the New Zealand Dispute Resolution Centre Mediation Rules.
- (d) Unless the parties agree otherwise, the mediator's fee and any other costs of the mediation itself (such as for venue hire or refreshments) will be shared equally between the parties, but the parties will each pay their own costs of preparing for and participating in the mediation (such as for travel and legal representation).

17.4 **Arbitration**

- (a) If the dispute has not been resolved within 40 Business Days (or within such other period as agreed by the parties) of the dispute being referred to mediation, any party (the "**Initiating Party**") may refer such dispute to binding arbitration by issuing a written notice ("**Arbitration Notice**") to the other Party or Parties (together with the Initiating Party, the "**Disputing Parties**") for final resolution in accordance with the provisions of this clause 17.4 and in accordance with the provisions of the Rules of Arbitration of the New Zealand Dispute Resolution Centre, as amended or modified from time to time ("**NZDRC Rules**").
- (b) The arbitral panel shall consist of one arbitrator. The arbitrator will be appointed by the agreement of the Disputing Parties or, failing agreement within 10 Business Days of the date of the Arbitration Notice, in accordance with the NZDRC Rules.
- (c) The seat of arbitration shall be Wellington, New Zealand and the arbitration shall be conducted in the English language.
- (d) The award of the arbitration shall be in writing and must include reasons for the decision.
- (e) The award of the arbitration shall be final and binding on the parties. No party may appeal to the High Court under Clause 5 of Schedule 2 of the Arbitration Act 1996 on any question of law arising out of an award.
- (f) The award shall allocate or apportion the costs of the arbitration as the arbitrator deems fair.
- (g) Neither the existence of any dispute nor the fact that any arbitration is pending hereunder shall relieve any of the parties of their respective obligations under this agreement.

- 17.5 **Implementation of agreement:** The parties must do whatever is reasonably necessary to put into effect any negotiated or mediated agreement, arbitral award or other resolution. This includes exercising voting rights and other powers as required.

- 17.6 **Rights and obligations during a dispute:** During a dispute, each party must continue to perform its obligations under this agreement.
- 17.7 **Interlocutory relief and right to terminate:** This clause does not restrict or limit the right of a party to obtain interlocutory relief, or to immediately terminate this agreement where this agreement provides such a right.

18. CONFIDENTIAL INFORMATION AND PUBLIC ANNOUNCEMENTS

- 18.1 **Confidentiality:** Each party must keep confidential the Confidential Information, and must not disclose or permit the disclosure of such Confidential Information to any other person. If a party becomes aware of a breach of this obligation, that party will immediately notify the other parties.
- 18.2 **Further permitted use and disclosure:** This agreement does not prohibit the disclosure of Confidential Information by a party in the following circumstances:
- (a) the other parties have consented to the disclosure of the relevant Confidential Information;
 - (b) the disclosure is specifically contemplated and permitted by this agreement;
 - (c) the disclosure of Confidential Information is to an employee, subcontractor, agent or representative who needs it for the purposes of this agreement;
 - (d) the disclosure is to a professional adviser in order for it to provide advice in relation to matters arising under or in connection with this agreement;
 - (e) the disclosure is required by a court or governmental or administrative authority; or
 - (f) the disclosure is required by applicable law or regulation, including under the Local Government Official Information and Meetings Act 1987.
- 18.3 **Public announcements and media releases:** Each Shareholder agrees that it will not make any public announcements or issue media releases in connection with, or on behalf of, the other Shareholders or the Company in relation to the Company or Water Services, except with the written consent of the other Shareholders. Nothing in this provision shall prohibit or restrict a Shareholder from making a public announcements or media releases in connection with the Shareholder's own involvement with, or policies in relation to, the Company.

19. NOTICES

- 19.1 **Giving notices:** Any notice or communication given to a party under this agreement is only given if it is in writing and sent in one of the following ways:
- (a) Delivered or posted to that party at its address and marked for the attention of the relevant department or officer (if any) set out in Schedule 1.
 - (b) Emailed to that party at its email address and marked for the attention of the representative set out in Schedule 1.

- 19.2 **Change of details:** If a party gives the other party three Business Days' notice of a change of its postal address or email address, any notice or communication is only given by that other party if it is delivered, posted or emailed to the latest postal address or email address.
- 19.3 **Time notice is given:** Any notice or communication is to be treated as given at the following time:
- (a) If it is delivered, when it is left at the relevant address.
 - (b) If it is sent by post, five Business Days after it is posted.
 - (c) If it is sent by email, when it is received in readable form addressed in the manner specified above.

However, if any notice or communication is given, on a day that is not a Business Day or after 5pm on a Business Day, in the place of the party to whom it is sent it is to be treated as having been given at the beginning of the next Business Day.

20. GENERAL

- 20.1 **No partnership, joint venture:** Nothing in this agreement shall create or evidence any partnership, joint venture, agency, trust or employer/employee relationship between any of the Shareholders, and a Shareholder may not make, or allow to be made, any representation that any such relationship exists between any of the Shareholders. A Shareholder shall not have authority to act for, or to incur any obligation on behalf of, any other Shareholder, except as expressly provided for in this agreement.
- 20.2 **No privity:** Other than as expressly provided for in this agreement, this agreement is not intended to confer a benefit on any person or class of persons who is not a party to it.
- 20.3 **Board action:** Wherever this agreement requires the Board to do anything, each Shareholder shall take all steps available to it to ensure that the Director or Directors appointed by that Shareholder takes all necessary steps to do that thing.
- 20.4 **Counterparts:** This agreement is deemed to be signed by a Shareholder if that Shareholder has signed or attached that Shareholder's signatures to any of the following formats of this agreement:
- (a) an original; or
 - (b) a photocopy; or
 - (c) an electronic copy;

and if every Shareholder has signed or attached that Shareholder's signatures to any such format and delivered it in any such format to the other Shareholders, the executed formats shall together constitute a binding agreement between the Shareholders.

- 20.5 **Entire agreement:** This agreement contains everything the parties have agreed in relation to the subject matter it deals with. No party can rely on an earlier written agreement or anything said or done by or on behalf of another party before this agreement was executed.

- 20.6 **Severance:** If any provision of this agreement is, or becomes unenforceable, illegal or invalid for any reason it shall be deemed to be severed from this agreement without affecting the validity of the remainder of this agreement and shall not affect the enforceability, legality, validity or application of any other provision of this agreement.
- 20.7 **Further assurance:** Each Shareholder shall make all applications, execute all documents and do or procure all other acts and things reasonably required to implement and to carry out its obligations under, and the intention of, this agreement.
- 20.8 **Variation:** No variation of this agreement will be of any force or effect unless it is in writing and signed by the parties to this agreement.
- 20.9 **Assignments and transfer:** A party must not assign or transfer any of its rights or obligations under this agreement without the prior written consent of each of the other parties.
- 20.10 **Costs:** Except as otherwise set out in this agreement, each party must pay its own costs and expenses, including legal costs and expenses, in relation to preparing, negotiating, executing and completing this agreement and any document related to this agreement.
- 20.11 **Inconsistency with Constitution:** If there is any inconsistency between this agreement and the Constitution then the parties agree to abide by this agreement and to do everything required to change the Constitution so that it is consistent with this agreement.
- 20.12 **Waivers:**
- (a) A waiver of any right, power or remedy under this agreement must be in writing signed by the Council granting it. A waiver only affects the particular right, obligation or breach for which it is given. It is not an implied waiver of any other right, obligation or breach or an implied waiver of that right, obligation or breach on any other occasion.
 - (b) The fact that a party fails to do, or delays in doing, something the party is entitled to do under this agreement does not amount to a waiver.
- 20.13 **Governing law:** This agreement is governed by the laws of New Zealand.

SCHEDULE 3
MATTERS REQUIRING SHAREHOLDER APPROVAL

Matter or transaction	Approval threshold
<i>Statement of Expectations</i>	
A decision to approve and adopt the draft Statement of Expectations pursuant to clause 12.2(e).	More than half the number of Shareholders (i.e., as at the date this agreement was first entered into, approved by at least 3 out of 4 Shareholders)
<i>Material transactions</i>	
"Major transactions" as that term is defined in the Companies Act.	Special Resolution
"Major transactions", being any transaction to acquire, sell, lease (whether as lessor or lessee), exchange or otherwise (except by way of charge) dispose of assets where the transaction involves an aggregate value (including over the term of the contract, if applicable) above \$100,000,000 ¹ .	Special Resolution
<i>Changes to structure</i>	
Any alteration to, or revocation of, the Constitution.	Special Resolution
Any issue of Shares, securities that are convertible into or exchangeable for Shares, or options to acquire Shares.	All of the Shareholders
Any alteration of rights, privileges or conditions attaching to the Shares.	All of the Shareholders
Any arrangement, dissolution, reorganisation, liquidation, merger or amalgamation of the Company.	All of the Shareholders
Any transfer by the Company of Shares held by the Company or any purchase or other acquisition by the Company of its own Shares.	All of the Shareholders
Any cancellation, buy-back or reduction of Shares, securities that are convertible into or exchangeable for Shares, or options to acquire Shares.	All of the Shareholders
The giving of any financial assistance for the purpose of, or in connection with, the purchase of Shares.	All of the Shareholders
Making a Material change in the nature of the Company's business or engaging in business activities other than the Business.	All of the Shareholders
Starting or settling any legal or arbitration proceedings, except in the ordinary course of business.	All of the Shareholders
Any decision for the ceasing operations, liquidation, winding-up, dissolution, restructuring or assignment to its creditors or any similar transaction of the Company.	75% of the number of Shareholders

¹ Subject to indexing from June 2025 in accordance with changes to the Producers Price Index (All Industries) (as published by Statistics New Zealand) – SQU900000 June 2025 = 1483.

Any decision to admit a new Shareholder, as set out in clause 8.2 of this agreement.	All of the Shareholders
Any decision to approve the exit of an existing Shareholder, as set out in clause 8.3 of this agreement.	All of the Shareholders, other than the exiting Shareholder
Pricing	
Any amendments or replacements to the pricing principles set out in Schedule 7 to this agreement or to clause 2.2 of the Constitution during the period of nine years commencing from 1 July 2027.	All of the Shareholders
Any amendments or replacements to the pricing principles set out in Schedule 7 to this agreement or to clause 2.2 of the Constitution during the period following 1 July 2036.	Special Resolution

SCHEDULE 4

FORM OF STAKEHOLDERS' FORUM TERMS OF REFERENCE

Stakeholders' Forum

Purpose

The Stakeholders' Forum ("**Stakeholders' Forum**") is established to:

- provide governance oversight of the Company which provides Water Services in the Service Area set out in Schedule 1; and
- provide a forum for the representatives of the Company's shareholders ("**Shareholders**") and Iwi to meet, discuss and co-ordinate on relevant issues and, through their representatives, exercise their powers in respect of the Company.

Status

The Stakeholders' Forum is a representative forum of the Shareholders and Iwi representatives. For clarity, it is not a "joint committee" for the purposes of the LGA.

Definitions

In these Terms of Reference:

"**Full Forum Matter**" means a matter set out in this Schedule 4 that is identified with an asterisk (*).

"**Council Forum Matter**" means a matter set out in this Schedule 4 that is not identified with an asterisk (*).

Specific responsibilities

The Stakeholders' Forum's responsibilities are:

Governance oversight responsibilities

Governance oversight of the Company, including by:

- receiving and considering the half-yearly and annual reports of the Company;
- receiving and considering such other information from the Company as the Stakeholders' Forum may request on behalf of the Shareholders and/or receive from time to time;
- undertaking performance and other monitoring of the Company;
- considering and providing recommendations to the Shareholders on proposals from the Company;
- providing co-ordinated feedback, and recommendations as needed, on any matters requested by the Company or any Shareholder;

- providing recommendations to the Shareholders regarding the relevant network infrastructure owned by each Shareholder and/or the Company;
- providing recommendations to the Shareholders regarding water conservation;
- preparing the three yearly Statement of Expectations in accordance with the process and other requirements of the Shareholders' Agreement and the LG(WS) Act;*
- seeking and interviewing candidates for the Company's board as needed;*
- monitoring the performance of the board of the Company;* and
- providing recommendations to the Shareholders regarding changes to these terms of reference, the Shareholders' Agreement and the Constitution.

Stakeholders' Forum decision making responsibilities

Considering and making decisions on the following:

- approving the three yearly Statement of Expectations in accordance with the process and other requirements of the Shareholders' Agreement and the LG(WS) Act;
- approving director appointments and/or removals;* and
- approving the remuneration of directors of the Company*.

Shareholders' responsibilities

To the extent that each Shareholder delegates its relevant powers to the Stakeholders' Forum Member it appoints, the Stakeholders' Forum will provide a forum for the Shareholders to meet and exercise their powers in relation to the Company.

Chairperson

The Chairperson and Deputy Chairperson will be elected by the Stakeholders' Forum once all Stakeholders' Forum Members have been appointed.

Quorum

A quorum for meetings of the Stakeholders' Forum will be met:

- where the agenda includes consideration of a Full Forum Matter– if a majority of Stakeholders' Forum Members (or Alternates, other than Alternates attending as an observer) are present; and
- where the agenda includes consideration of a Council Forum Matter– if a majority of those Stakeholders' Forum Members (or Alternates, other than Alternates attending as an observer) appointed by Shareholders are present.

Where the Stakeholders' Forum is providing a forum for the Shareholders to meet and exercise their powers in relation to the Company, the requirements of the Constitution and this agreement will prevail.

Alternates

Each Stakeholders' Forum Member must have an Alternate appointed by the relevant Shareholder or Iwi. The Alternate may attend as an observer without rights of participation or voting at all meetings of the Stakeholders' Forum. In the event that the primary Stakeholders' Forum Member is unable to attend any meeting of the Stakeholders' Forum, the Alternate may attend that meeting with full rights of participation and may exercise the vote of its primary Stakeholders' Forum Member.

Decision-making

The Stakeholders' Forum will strive to make all decisions by consensus.

In the event that a consensus on a particular matter before the Stakeholders' Forum is not able to be reached, each Stakeholders' Forum Member has a deliberative vote.

A vote of the Stakeholders' Forum is passed if a majority (i.e., more than 50%) of the votes cast are in favour of the matter. In the situation where there is an equality of votes cast on a matter, the Chairperson does not have a casting vote and therefore the matter subject to the vote is defeated and the status quo is preserved.

Iwi representatives

In relation to any decisions of the Stakeholders' Forum, notwithstanding anything to the contrary, Iwi representatives will only have voting rights at meetings of a Stakeholders' Forum in respect of Full Forum Matters.

Policies

The Stakeholders' Forum will develop and agree:

- (a) a process to manage actual, potential and perceived conflicts of interest of Stakeholders' Forum Members and Alternates, Shareholders and Iwi;
- (b) a code of conduct for all Stakeholders' Forum Members and Alternates;
- (c) confidentiality protocols and disclosure policies;
- (d) standing orders relating to the operation of Stakeholders' Forum meetings; and
- (e) such other policies as the Stakeholders' Forum determines.

Remuneration

Each Shareholder and Iwi appointor will be responsible for the payment of remuneration (if any) to its representative on the Stakeholders' Forum and for any costs associated with that person's membership of the Stakeholders' Forum. To ensure consistency, where remuneration is to be paid to a representative on the Stakeholders' Forum, the amount of such remuneration must be agreed by the Stakeholders' Forum.

Administration

Reports to be considered by the Stakeholders' Forum may be submitted by any of the Shareholders or the Company.

Procedures

Unless otherwise specified in this agreement, the Rules for Shareholder Meetings set out in clauses 1 – 6 (inclusive) and clause 10 of Schedule 1 of the Constitution will apply to the procedures of the Stakeholders' Forum as if the relevant references were to the Stakeholders' Forum and its members and Alternates.

Appendix to Schedule 4

Common delegations

Governance oversight responsibilities

- Each Shareholder will delegate to the Stakeholders' Forum the responsibilities and powers necessary to participate in and carry out the Stakeholders' Forum governance oversight responsibilities.

Shareholders' responsibilities

- Each Shareholder will delegate to its appointed Stakeholders' Forum Member and, in accordance with these terms of reference, that person's Alternate, all responsibilities and powers in relation to the agreement of:
 - when Shareholder meetings, or resolutions in lieu of Shareholder meetings, are required (without prejudice to Shareholder and Board rights to call meetings under the Constitution); and
 - the appointment, removal and remuneration of directors.

SCHEDULE 5

SHAREHOLDER ENTRY PRINCIPLES

Process for admission as new Shareholder

A territorial authority (as defined in the LG(WS)Act who is not an existing Shareholder (**Proposed Shareholder**) may be admitted as an additional Shareholder (**Admission**) in accordance with the following process:

- (a) a Proposed Shareholder must submit a proposal to the Board setting out the Proposed Shareholders' credentials and the rationale for its proposed shareholding (a **Proposal**);
- (b) following receipt of a Proposal, the Board will assess the merits of the Proposal, consider the implications of it for the Company, its then current Water Services Strategy under the LG(WS) Act and make a recommendation to the Stakeholders' Forum as to whether or not the Shareholders should approve the Admission and any suggested terms and conditions of Admission (a **Recommendation**);
- (c) following receipt of a Recommendation:
 - (i) the Stakeholders' Forum will consider the Proposal and the Shareholders will determine if the Recommendation should proceed to be consulted on as a change proposal in accordance with the requirements of the LG(WS)Act;
 - (ii) the Shareholders must comply with any required consultation in respect of the change proposal under the LG(WS)Act;
 - (iii) following completion of the change proposal requirements under the LG(WS)Act, the Shareholders may, at their discretion, approve the Admission as a Reserved Matter. The Proposed Shareholder will not be admitted if the Shareholders consider that its Admission would be likely to:
 - (aa) materially worsen the Company's financial position or forecast financial position; or
 - (bb) result in the Company failing to meet its regulatory obligations to be financially sustainable; and
- (d) the parties must comply with all applicable legislative requirements.

Terms of admission of new Shareholder

Unless otherwise agreed by all Shareholders in writing, if the Shareholders approve the Admission of a new Shareholder under paragraph (c):

- (a) the Proposed Shareholder's shareholding in the Company as a proportion of total Shares will be equivalent to the number of Water Service Connections in the Proposed Shareholder's Service Area as a proportion of total Water Service Connections in the Service Area following Admission. The Shareholders may agree to adjust the number of Shares through a process consistent with clause 7.1 shortly before or at Admission, to ensure proportionality between all Shareholders immediately following Admission;

- (b) on or shortly after Admission, the Proposed Shareholder will be required to transfer its relevant assets to the Company pursuant to a Transfer Agreement, with the terms of such transfer to be no more favourable to the Proposed Shareholder than the terms of transfer applying to the initial Shareholders under the Transfer Agreement and otherwise on terms that the Board is satisfied are fair and reasonable in the circumstances;
- (c) prior to (but conditional on) Admission, the parties will negotiate, agree and implement any changes to this agreement and the Constitution that may be necessary or desirable as a result of Admission, including to:
 - (i) maintain the intended balance of rights powers and liabilities of Shareholders and Stakeholders' Forum Members; and
 - (ii) ensure appropriate iwi participation for the expanded Service Area,with each party to bear its own costs and expenses of negotiating, agreeing and implementing any changes, including legal costs and expenses; and
- (d) prior to (and with effect on and from) Admission, the Proposed Shareholder must accede to this agreement (as it may be amended in accordance with paragraph (c));
- (e) the Admission will be given effect by the issue of new Shares to the Proposed Shareholder, with the existing Shareholders to take all steps necessary to issue those Shares, with at least one year's lead time between the approval of Admission under paragraph (c) and the giving effect to of the Admission under this paragraph (i) (or such other period as the Parties may agree with the Proposed Shareholder); and
- (f) promptly after the approval of Admission under paragraph (c), the Board and Stakeholders' Forum will develop and agree a transition plan which sets out the process and timeframes for giving effect to Admission, including the steps set out above.

SCHEDULE 6

SHAREHOLDER EXIT PRINCIPLES

Process for Exit

A Shareholder who wishes to exit from its shareholding in the Company (**Exit**) (**Exiting Shareholder**) may do so in accordance with the following process:

- (a) the Exiting Shareholder must submit a notice to the Board and the Stakeholders' Forum stating its intention to Exit (**Exit Notice**);
- (b) following receipt of an Exit Notice:
 - (i) the Stakeholders' Forum will consider the Proposal and the Shareholders will determine if the Exit should proceed to be consulted on as a change proposal in accordance with the requirements of the LG(WS)Act;
 - (ii) the Shareholders must comply with any required consultation in respect of the change proposal under the LG(WS)Act; and
 - (iii) following completion of the change proposal requirements under the LG(WS)Act, the Board and the Stakeholders' Forum will work collaboratively to develop a detailed exit plan (**Exit Plan**) setting out a proposed process and timeline for Exit, including to address the treatment of assets and joint assets, consideration, stranded assets and liabilities and transactions costs, and reflecting the Terms of Exit set out below;
- (c) a finalised Exit Plan will be presented to the Stakeholders' Forum who will consider the Exit Plan and the Shareholders may, at their discretion, approve the Exit as a Reserved Matter. The Exit will not be approved if the Shareholders consider that the Exit would be likely to:
 - (i) materially worsen the Company's financial position or forecast financial position; or
 - (ii) result in the Company failing to meet its regulatory obligations to be financially sustainable; and
- (d) the parties must comply with all applicable legislative requirements, including in respect of consultation.

Terms of Exit

Unless otherwise agreed by all Shareholders in writing, if the Shareholders approve the Exit under paragraph (c):

- (e) the Exiting Shareholder will be entitled to transfer its relevant assets out of the Company for an agreed price;
- (f) prior to (but conditional on) Exit, the parties will negotiate, agree and implement any changes to this agreement and the Constitution that may be necessary or desirable as a result of the Exit, including to:

- (i) maintain the intended balance of rights powers and liabilities of Shareholders and Stakeholders' Forum Members; and
- (ii) ensure appropriate iwi participation for the reduced Service Area,
with each party to bear its own costs and expenses of negotiating, agreeing and implementing any changes, including legal costs and expenses; and
- (g) with effect on and from Exit, the Exiting Shareholder will be released from its obligations under this agreement (except in respect of any breaches up to the date of Exit); and
- (h) the Exit will be given effect by the transfer of the Exiting Shareholder's Shares to the remaining Shareholders or by the Company acquiring and cancelling the Exiting Shareholder's Share, with the remaining Shareholders to take all steps necessary to give effect to this step, with at least three year's lead time between the giving of an Exit Notice under paragraph (a) and the giving effect to of the Exit under this paragraph (h).

SCHEDULE 7

PRICING PRINCIPLES

- Transparency between pricing and investment requirements.
- Engagement with communities in setting or changing pricing in a material manner.
- Managing/smoothing the transition impact of any changes to pricing.
- Balancing affordability for customers with investment and financial sustainability requirements.
- Consideration of distributional impacts of pricing decisions.
- Pricing to be on a cost-to-serve basis.

SCHEDULE 8

STATEMENT OF EXPECTATIONS

The parties agree that the Statement of Expectations must include the content required under the LG(WS) Act. As at the date of this agreement, that is:

- (a) the outcomes that the Shareholders expect the Company to achieve by providing Water Services;
- (b) requirements relating to the Shareholders' resource management planning and land use planning that are relevant to the Service Area;
- (c) a requirement that the Company must act in accordance with any relevant statutory obligation that applies to a Shareholder that is a territorial authority; and
- (d) the information that the Company must include in its half-yearly report.

A statement of expectations may contain a matter that applies to all or a specified part of:

- (a) the Water Services provided by the Company (for example, a matter that applies only to wastewater); and/or
- (b) the Service Area (for example, a matter that applies only to a Shareholder's Service Area rather than all Service Areas).

The parties agree that the Statement of Expectations may also include one or more of the following:

- (a) how the Shareholders require the Company to conduct its relationships with:
 - (i) the Shareholders;
 - (ii) the Shareholders' communities or any specified stakeholders within those communities;
 - (iii) hapū, iwi, and other Māori organisations; and
 - (iv) consumers in the Service Area;
- (b) performance indicators and measures that the Shareholders may use to monitor the Company
- (c) expectations relating to the strategic priorities to be included in the Water Services Strategy;
- (d) a requirement that the Company must act in accordance with an obligation that a Shareholder that is a territorial authority may have with a third party (including with hapū, iwi, or other Māori organisations) under a contract or other agreement;
- (e) a requirement that the water organisation undertake a specified obligation on behalf of a Shareholder that is a territorial authority;
- (f) a requirement to undertake community or consumer engagement, and the contents of that engagement;

- (g) expectations in relation to collaborating with the Shareholders and other parties when providing Water Services; and
- (h) a requirement that part or all of the Water Services Strategy must be independently reviewed or audited.

Council approval version

Constitution of Wairarapa Tararua Water Limited

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1. DEFINITIONS AND INTERPRETATION

1.1 In this Constitution, unless the context otherwise requires:

"Board" means Directors who number not less than the required quorum, acting together as a board of Directors.

"Board Skills Requirements" means the skills set out in Schedule 3, as may be amended from time to time in accordance with clause 12.5(c).

"Business Day" means a day (other than a Saturday, a Sunday or a public holiday) on which registered banks are open for business in Carterton, Masterton, South Wairarapa and Tararua, New Zealand.

"Chair" means the chair of the Board appointed in accordance with clause 12.8.

"Companies Act" means the Companies Act 1993.

"Company" means Wairarapa Tararua Water Limited.

"Constitution" means this constitution of the Company (including the Schedules) and all amendments to it from time to time.

"Director" means a person appointed as a director of the Company in accordance with this Constitution.

"Financial Year" has the meaning set out in the LG(WS) Act.

"Independent Director" means a person who, in the determination of the Stakeholders' Forum, is free from any association that could materially interfere with the exercise of their independent judgement as a director of the Company, including that the person:

- (a) is not an elected member of any Shareholder;
- (b) is not employed, and has not previously been employed, in an executive capacity by any Shareholder unless there has been a period of at least two years between ceasing such employment and serving on the board;
- (c) is not employed, and has not previously been employed, in an executive capacity by the Company unless there has been a period of at least two years between ceasing such employment and serving on the board;
- (d) does not currently have (and has not within the last two years had) a material business or contractual relationship (for example, supplier or customer) with a Shareholder or the Company; and
- (e) does not have close family ties or personal relationships (including close social or business connections) with anyone in paragraphs (a) to (d) above.

"LGA" means the Local Government Act 2002.

"LG(WS) Act" means the Local Government (Water Services) Act 2025.

"Local Authority" has the meaning set out in the LGA.

"Reserved Matters" has the meaning given to it in the Shareholders' Agreement.

"Service Area" has the meaning set out in the LG(WS) Act.

"Shares" means the shares in the Company on issue from time to time.

"Shareholder" means any person for the time being registered in the Company's share register as the holder of one or more Shares in the Company.

"Shareholders' Agreement" means the shareholders' agreement relating to the Company between the Company and the Shareholders (as amended from time to time).

"Special Resolution" means a resolution that is approved by a majority of 75% of the votes of those Shareholders entitled to vote and voting on the question.

"Stakeholders' Forum" has the meaning set out in the Shareholders' Agreement.

"Statement of Expectations" has the meaning given to it in the LG(WS) Act.

"Subsidiary" has the meaning set out in the Companies Act.

"Water Organisation" has the meaning set out in the LG(WS) Act.

"Water Services" has the meaning set out in the LG(WS) Act, which shall be the water services in respect of which responsibility is transferred by the Shareholders to the Company in accordance with the Transfer Agreement between each Shareholder and the Company.

"Water Services Annual Budget" has the meaning set out in the LG(WS) Act.

"Water Services Annual Report" has the meaning set out in the LG(WS) Act.

"Water Services Half-yearly Report" means the report referred to in section 248 of the LG(WS) Act.

"Water Services Strategy" has the meaning set out in the LG(WS) Act.

1.2 **Interpretation:** In this Constitution, the following rules of interpretation apply, unless the context requires otherwise:

- (a) headings are for convenience only and do not affect interpretation;
- (b) the singular includes the plural and vice versa, and a gender includes other genders;
- (c) another grammatical form of a defined word or expression has a corresponding meaning;
- (d) words in this Constitution have the same meaning as in the Companies Act unless inconsistent with the context;

- (e) a reference to a party, person or entity includes:
 - (i) an individual, firm, company, trust, partnership, joint venture, association, corporation, body corporate, estate, state, government or any agency thereof, municipal or local authority and any other entity, whether incorporated or not (in each case whether or not having a separate legal personality); and
 - (ii) an employee, agent, successor, permitted assign, executor, administrator and other representative of such party, person, entity;
- (f) a reference to dollars or \$ is to New Zealand currency and excludes every tax and duty;
- (g) a reference to a clause or schedule is to a clause or schedule of this Constitution;
- (h) a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- (i) references to the word 'include' or 'including' are to be construed without limitation;
- (j) references to any form of law is to New Zealand law, including as amended or re-enacted;
- (k) a reference to a document or instrument includes the document or instrument as novated, altered, supplemented or replaced from time to time;
- (l) "written" and "in writing" include any means of reproducing words, figures or symbols in a tangible and visible form;
- (m) any obligation falling due for performance on or by a day other than a Business Day shall be performed on or by the Business Day immediately following that day; and
- (n) an obligation not to do something includes an obligation not to allow or cause that thing to be done.

1.3 If there is any conflict:

- (a) between a provision of this Constitution and the provisions of the Shareholders' Agreement, the terms of the Shareholders' Agreement will prevail (other than to the extent prohibited by the Companies Act) and the Shareholders must pass such resolutions as may be necessary to amend the provisions of this Constitution to make it consistent with the Shareholders' Agreement;
- (b) between a provision in this Constitution and a mandatory provision in the Companies Act, the LG(WS) Act or the LGA, then the mandatory provision in the Companies Act, the LG(WS) Act or the LGA will prevail; and
- (c) between:
 - (i) a provision in this Constitution and a provision in the Companies Act which is expressly permitted to be altered by this Constitution; or

- (ii) a word or expression defined or explained in the Companies Act and a word or expression defined or explained in this Constitution,

then the provision, word or expression in this Constitution will prevail.

2. CAPACITY AND OBJECTIVES

- 2.1 As at the date of its incorporation, the Company is a Water Organisation.
- 2.2 The Company must not carry on any business other than the provision of Water Services and activities that are related to, or necessary for, the provision of Water Services. Such business must be carried on in order to:
 - (a) meet the objectives set out in section 17 of the LG(WS) Act for the Service Area;
 - (b) maximise the cost efficiency of providing the Water Services; and
 - (c) except where otherwise permitted by the Shareholders' Agreement, apply appropriate price differentials in setting charges for water users within a Service Area or in different Service Areas, so that those charges reflect the corresponding costs to serve those water users.
- 2.3 Subject to the Shareholders' Agreement, this Constitution, the Companies Act, the LG(WS) Act, the LGA and the Statement of Expectations, the Company has full capacity, rights, powers and privileges to carry on or undertake any business or activity, do any act, or enter into any transaction.

3. WATER ORGANISATION REQUIREMENTS

- 3.1 The Company must comply with:
 - (a) its obligations under the LGA and LG(WS) Act, including preparing, adopting and publishing its Water Services Strategy, Water Services Annual Budget and Water Services Half-yearly Report;
 - (b) the obligation in the LG(WS) Act to act in a manner that is consistent with Treaty settlement obligations (including the Rangitāne Tū Mai Rā (Wairarapa Tamaki nui-ā-Rua) Claims Settlement Act 2017, the Ngāti Kahungunu ki Wairarapa Tāmaki nui-ā-Rua Claims Settlement Act 2022 and the Te Rohe o Rongokako Joint Redress Act 2022); and
 - (c) the applicable parts of the Local Government Official Information and Meetings Act 1987.
- 3.2 In preparing the Company's Water Services Strategy and Water Services Annual Budget, the Stakeholders' Forum will be able to provide comments on each of the draft strategy and draft budget, but will not have the power to require changes or approve the final strategy or final budget.
- 3.3 In accordance with the LGA, the auditor for the Company shall be the Auditor-General.

4. SHARES

4.1 **Initial shares:** The Shares on issue at the date of adoption of this Constitution are ordinary shares. Subject to the Shareholders' Agreement and the rights of Shares which confer special rights, each Share confers on the holder the right to:

- (a) one vote on a poll at a meeting of the Shareholders on any resolution, including any resolution to:
 - (i) appoint or remove a Director or auditor; or
 - (ii) adopt a constitution; or
 - (iii) alter the Company's constitution; or
 - (iv) approve a major transaction; or
 - (v) approve an amalgamation of the Company under section 221 of the Companies Act; or
 - (vi) put the Company into liquidation;
- (b) an equal share in dividends authorised by the Board; and
- (c) an equal share in the distribution of the surplus assets of the Company.

4.2 **Issue of Shares:** Subject to this Constitution, the Shareholders' Agreement and the LG(W.S) Act, the Board may:

- (a) issue Shares at any time, to any person listed in clause 7.4 or any other person permitted to hold Shares in accordance with the LG(W.S) Act and in such numbers as it thinks fit;
- (b) issue Shares in different classes which have different rights;
- (c) issue Shares which are redeemable (as defined in section 68 of the Companies Act); and
- (d) divide existing Shares into different classes which have different rights,

provided that no Shares may be issued unless the issue is first approved by written resolution of all Shareholders.

5. CALLS ON SHARES

5.1 **Board may make calls:** Subject to the Shareholders' Agreement, the Board may make calls on any Shareholder in respect of any money unpaid on their Shares, and not previously made payable at a fixed time, by prior written notice to the relevant Shareholder specifying the time and date for payment (such time and date to be no earlier than 10 Business Days after the notice is given to the relevant Shareholder). The relevant Shareholder must comply with the terms of any call made by the Board. A call may be payable by instalments. The Board may revoke or postpone a call.

- 5.2 **Interest and expenses:** A person who fails to pay a call on the due date must pay:
- (a) interest on that money from the day payment was due to the day of actual payment at a rate fixed by the Board; and
 - (b) all expenses which the Company has incurred or may incur because of non-payment,

provided that the Board may waive payment of all or part of that interest or those expenses.

- 5.3 **Joint Shareholders:** Joint Shareholders are jointly and severally liable to pay all calls in respect of Shares registered in their names.

6. LIEN OVER SHARES

- 6.1 **Existence and subject matter of lien:** If a Shareholder fails to pay any call on the due date, the Board may at any time by written notice to the Shareholder require payment of the unpaid amount together with any amount payable under clause 5.2. Such notice must specify a further date (not earlier than 10 Business Days from the date of the notice) by which payment is required to be made, and must state that if such payment is not made on or before the specified date, clause 6.2 will apply.

- 6.2 **Company has first lien:**

- (a) The Company has a first lien over:
 - (i) each Share and the proceeds of sale of the Share; and
 - (ii) all distributions made in respect of the Share,for:
 - (iii) all unpaid calls owing in respect of the Shares and any amount payable under clause 5.2; and
 - (iv) sale expenses owing to the Company in respect of the Shares.
- (b) The registration of any transfer of a Share will not operate as a waiver of any lien the Company may have on that Share, unless notice to the contrary is given by the Company to the transferee.

7. TRANSFER OF SHARES

- 7.1 **Right to transfer:** Subject to any restrictions set out in this clause 7, the LGA, the LG(WS) Act and the Shareholders' Agreement, a Share may be transferred by entry of the name of the transferee in the share register for the Company following receipt by the Company of a validly signed form of transfer.
- 7.2 **Prior approval required:** No Shareholder may sell, assign, transfer or dispose of, directly or indirectly, the legal or beneficial ownership of any of its Shares except in accordance with the provisions of this clause 7 and unless such sale, assignment, transfer or disposal:

- (a) has first been approved in writing by all Shareholders; or
- (b) is a permitted transfer in accordance with clause 7.4.

7.3 **No delay:** The Board may not exercise any powers conferred by this Constitution to refuse or delay the registration of any sale, assignment, transfer or disposal of Shares completed in accordance with clause 7.2.

7.4 **Permitted transfers:** Subject to the LG(WS) Act, the restrictions in this clause 7 do not apply to the transfer of Shares by a Local Authority to:

- (a) any successor Local Authority to that Local Authority; or
- (b) a consumer trust established for the purpose of providing water services to the public.

7.5 **Board may refuse to register:** The Board may refuse or delay the registration of any transfer of a Share to any person if:

- (a) the transfer would result in a breach of law, this Constitution or the Shareholders' Agreement;
- (b) any money payable on that Share is due for payment and has not been paid;
- (c) the Shares are not fully paid and the Board is not satisfied in its sole discretion with the ability of the transferee to pay any call that may be made in the future (whether or not contemplated at that time);
- (d) the Company has an unsatisfied lien on that Share or the proceeds of sale of that Share;
- (e) the transferee is a person without legal capacity to contract or the transfer has not been properly executed;
- (f) the transfer is not accompanied by proof (reasonably required by the Directors) of the right of the transferor to make the transfer;
- (g) the Directors acting in good faith determine that registration of the transfer would not be in the best interests of the Company; or
- (h) the transfer document is not in the usual or common form or otherwise in the form prescribed by the Board from time to time (if any),

provided that the Board must at all times comply with section 84 of the Companies Act.

8. DISTRIBUTIONS

8.1 **Distributions:** The Board, if satisfied on reasonable grounds that the Company will, immediately after the Distribution, satisfy the solvency test under section 4 of the Companies Act, may, subject to the Companies Act, the Shareholders' Agreement and the LG(WS) Act, authorise Distributions by the Company at times, and of amounts, and in such form, as it thinks fit and may do everything which is necessary or expedient to give effect to any such Distribution.

9. COMPANY ACQUIRING ITS OWN SHARES

- 9.1 **Company may acquire its own Shares:** The Company may purchase or otherwise acquire its own Shares only if it has first been authorised to do so by Special Resolution or any higher threshold specified in the Shareholders' Agreement in which case the Shares purchased or otherwise acquired shall be deemed to be cancelled immediately on acquisition.

10. SHAREHOLDER MEETINGS

- 10.1 **Annual meeting:** The Board must hold an annual Shareholders' meeting in accordance with section 120 of the Companies Act unless in the case of any annual meeting, everything required to be done at that meeting (whether by way of resolution or otherwise) is done by written resolution in accordance with section 122 of the Companies Act.
- 10.2 **Special meetings:** A special Shareholders' meeting:
- (a) may be called at any time by the Board; and
 - (b) must be called by the Board on the written request of the Stakeholders' Forum.
- 10.3 **Proceedings at Shareholders' meetings:** The provisions of Schedule 1 to the Companies Act as modified by this Constitution, including the rules set out in Schedule 1 to this Constitution, govern proceedings at Shareholders' meetings.

11. REPORTING REQUIREMENTS

- 11.1 The Board must prepare the reports required by the Stakeholders' Forum by notice in writing to the Company (such notice must comply with the requirements in section 249(4) of the LG(WS) Act), in accordance with the requirements specified in that notice.
- 11.2 Within eight months of the start of each Financial Year of the Company, the Board must prepare and adopt a Water Services Half-yearly Report in accordance with the LG(WS) Act, which must include information required to be included by the Statement of Expectations.
- 11.3 Within three months of the end of each Financial Year of the Company, the Board must prepare, adopt and deliver to the Shareholders, and publish in accordance with the LG(WS) Act, its Water Services Annual Report for that Financial Year, which must be consistent with Treaty settlement obligations (including obligations under the Rangitāne Tū Mai Rā (Wairarapa Tāmaki nui-ā-Rua) Claims Settlement Act 2017, the Ngāti Kahungunu ki Wairarapa Tāmaki nui-ā-Rua Claims Settlement Act 2022 and the Te Rohe o Rongokako Joint Redress Act 2022) and include the information required to be included by:
- (a) the Statement of Expectations;
 - (b) the Companies Act; and
 - (c) sections 245 to 248 of the LG(WS) Act.

12. DIRECTORS

- 12.1 **Independent Directors:** All Directors will be Independent Directors. A Director who ceases to be an Independent Director must be replaced promptly in accordance with the Shareholders' Agreement by another person who is an Independent Director.
- 12.2 **Number of Directors:** On and from 1 July 2027, the minimum number of Directors will be five and the maximum number of Directors will be seven. Before that date, the minimum number of Directors will be two and the maximum number of Directors will be seven.
- 12.3 **Appointment and removal by Stakeholders' Forum:**
- (a) Subject to clause 12.1, the Stakeholders' Forum will appoint up to the number of Directors set out in clause 12.2, by notice in writing to the Company. Directors may be removed and replaced by the Stakeholders' Forum in the same way. The Stakeholders' Forum will ensure that there is always at least the minimum number of Directors required by clause 12.2.
 - (b) The Shareholders and the Company shall promptly take such steps as may be necessary to effect the appointment, replacement or removal of any individual (including if a Director fails to vacate office when required to do so) in accordance with this clause 12.3 if applicable, including, in the case of the Shareholders, by exercising their voting rights in the relevant Shareholders' meeting (or by way of written resolution).
- 12.4 **Insufficient number of Directors:** The Directors may act notwithstanding any vacancy in their body, but if and so long as the number of Directors holding office is less than the minimum number fixed by clause 12.2, the continuing Directors may act only for the purposes of calling a meeting of the Shareholders to appoint Directors.
- 12.5 **Skills of Directors:**
- (a) A person may only be appointed to be a Director if the person has, in the opinion of the Stakeholders' Forum, the skills, knowledge, or experience to:
 - (i) guide the Company, given the nature and scope of its activities; and
 - (ii) contribute to the achievement of the objectives of the Company.
 - (b) The Stakeholders' Forum must, prior to exercising its right to select and appoint or reappoint a Director, have reasonable regard to the extent to which any candidate for appointment:
 - (i) satisfies some or all of the Board Skills Requirements; and
 - (ii) will contribute the Board, collectively, having an appropriate mix and depth of the Board Skills Requirements.
 - (c) The Stakeholders' Forum may, by unanimous agreement, from time to time amend the Board Skills Requirements or adopt a formal skills matrix which specifies additional criteria, weightings or other factors which must be considered or complied with in selecting and appointing or reappointing a Director. Any such

skills matrix is subject to the terms of this Constitution and the Shareholders' Agreement (unless otherwise agreed).

12.6 Term of Appointment:

- (a) No person may be appointed as a Director for a term of more than three consecutive years ("**Term**").
- (b) A Director may be reappointed at the expiry of his or her Term of appointment, provided that no Director may be appointed for more than three Terms unless otherwise approved by the Stakeholders' Forum in what the Stakeholders' Forum determines to be exceptional circumstances.

12.7 Vacation of office: A Director vacates office if that Director:

- (a) resigns by written notice of resignation to the Company. The notice is to be effective when it is received at that address or at a later time specified in the notice;
- (b) is removed from office in accordance with clause 12.3;
- (c) holds office as a Director for a period of longer than three years since the date of their last appointment or re-appointment;
- (d) becomes disqualified from being a Director pursuant to section 151 of the Companies Act; or
- (e) dies.

12.8 Appointment of Chair:

- (a) The Board must appoint a Chair by majority vote of the Board.
- (b) The Chair will hold office until:
 - (i) they cease to be a Director of the Company; or
 - (ii) a new Chair is appointed by the Board.

12.9 Powers of the Board:

- (a) Subject to clause 12.9(b) and any restrictions in the Companies Act, the LG(W)S Act, the Shareholders' Agreement and this Constitution, the business and affairs of the Company must be managed by or under the direction or supervision of the Board.
- (b) The Board has, and may exercise, all the powers necessary for managing, directing and supervising the management of the business and affairs of the Company except to the extent that this Constitution, the Shareholders' Agreement, the Companies Act or the LG(W)S Act expressly requires those powers to be exercised by the Shareholders or any other person.

12.10 Shareholder Reserved Matters: Notwithstanding clause 12.9(b), but subject to any restrictions in the LG(W)S Act, the Board must not, and must not cause the Company to

enter into any transaction or matter that is a Reserved Matter, unless first approved in writing by the Shareholders in accordance with the Shareholders' Agreement.

- 12.11 **Solvency test:** The Board must not cause the Company to borrow or raise any money, or enter into or incur any guarantee or other liability of any nature, if the effect of doing so would be that the Company will not satisfy the solvency test (as that term is defined in the Companies Act).
- 12.12 **Proceedings of the Board:** The provisions of Schedule 3 to the Companies Act as modified by this Constitution, including the rules set out in Schedule 2 to this Constitution, govern proceedings at meetings of Directors.
- 12.13 **Directors' duties:** In addition to the duties set out in the Companies Act, the Directors must assist the Company to meet the objectives set out in clause 2.2 and any other requirements set out in the Statement of Expectations or the LG(WS) Act.
- 12.14 **Directors to act in good faith:** A Director, when exercising powers or performing duties, must act in a manner which that Director believes to be in the best interests of the Company (notwithstanding that it may not be in the best interests of any particular Shareholder).
- 12.15 **Indemnity and insurance of Directors and employees:** The Company may indemnify and directly or indirectly effect insurance for any director or employee of the Company or a related company to the maximum extent permitted by section 162 of the Companies Act. For the purposes of this clause 12.15, "director" includes any former director, "employee" includes any former employee and "Company" includes any related company.
- 12.16 **Disqualification of Directors:** A person will be disqualified from holding the office of Director if he or she:
- (a) is or becomes disqualified from being a Director under any provision of the Companies Act or the LG(WS) Act; or
 - (b) dies; or
 - (c) becomes a protected person under the Protection of Personal and Property Rights Act 1988; or
 - (d) is an undischarged bankrupt.
- 12.17 **Remuneration of Directors:**
- (a) The Stakeholders' Forum shall determine the total sum available to the Board each year to make reasonable market-based remuneration payments in accordance with clause 12.17(b).
 - (b) The Board may not authorise any form of remuneration to be paid to a Director without Board approval and unless such payment is made and authorised in accordance with the provisions of the Companies Act and with the approval of the Stakeholders' Forum.
 - (c) The Board may authorise the reimbursement by the Company of reasonable travelling, hotel and other expenses incurred by Directors in attending Board meetings, Shareholder meetings or in relation to any other affairs of the Company.

12.18 **Other offices with company held by Director:** Subject to clause 12.1, any Director may:

- (a) Act by himself or herself or by the Director's firm in a professional capacity for the Company, and the Director or the Director's firm will be entitled to remuneration for professional services as if the Director were not a Director. Nothing in this clause 12.18 authorises a Director or the Director's firm to act as auditor of the company.
- (b) Hold any other office or place of profit in the Company (other than the office of auditor) in conjunction with the Director's office of Director for such period and on such terms (as to remuneration and otherwise) as the Board may determine, subject to the necessary reporting disclosures and avoidance of conflicts of interest.

12.19 **Alternate Directors:**

- (a) Each Director will have the power from time to time by written notice to the Company to appoint any person who is already a Director to act as an alternate Director in his or her place. An alternate Director cannot be appointed for more than one Director at any given time. The following provisions will apply to an alternate Director:
 - (i) the alternate Director will not be entitled to any remuneration in his or her capacity as alternate Director in addition to that of the Director in whose place he or she acts, but will have the same rights as a Director to be reimbursed under clause 12.17(c);
 - (ii) unless otherwise provided by the terms of the appointment, the alternate Director:
 - (aa) has the same rights, powers and privileges (including the power to sign resolutions of Directors and the power to sign documents on behalf of the Company, but excluding the power to appoint an alternate Director under this clause 12.19); and
 - (bb) must discharge all of the duties and obligations of the Director in whose place he or she acts.
- (b) An alternate Director will cease to be an alternate Director:
 - (i) if the Director who appointed the alternate Director ceases to be a Director or revokes the appointment;
 - (ii) on the occurrence of any event relating to the alternate Director which, if the alternate Director were a Director, would disqualify the alternate Director from being a Director; or
 - (iii) if a majority of the other Directors resolve to revoke the alternate Director's appointment.

13. INTERESTS OF DIRECTORS

- 13.1 **Disclosure of interests:** A Director must disclose particulars of any interest in a transaction or proposed transaction of the Company in accordance with section 140 of the Companies Act.
- 13.2 **Interested Directors may act:** A Director who is interested in a transaction entered into, or to be entered into, by the Company must not do any of the following:
- (a) sign a document relating to that transaction on behalf of the Company; or
 - (b) do any other thing in their capacity as a Director in relation to that transaction,
- provided that a Director may vote, sign documents and otherwise do any other thing in their capacity as a Director with regard to any matter relating to the following:
- (c) any payment or other benefit of the kind referred to in section 161 of the Companies Act in respect of that Director in accordance with clause 12.17;
 - (d) the entry into an indemnity or insurance arrangement in respect of that Director in their capacity as a director of the Company in accordance with clause 12.15; or
 - (e) transactions in which a Director is interested solely in their capacity as a director of a Subsidiary of the Company.
- 13.3 **Interests register review:** The Board shall review the interests register at the beginning of every Board meeting.
- 13.4 **No prohibition re quorum:** No prohibition under this clause 13 will prevent the attendance of a Director at a Board meeting from counting for quorum purposes.

14. NOTICES

- 14.1 **Service:** Notices may be served by the Company upon any Director or Shareholder, either by personal delivery, by electronic means or by posting it in a prepaid envelope or package addressed to the recipient at his or her last known address (or, in the case of a company, its registered office). A notice may be given by the Company to joint Shareholders by giving the notice to the joint Shareholder named first in the Share Register in respect of the Share, or to such other person as the joint Shareholders may in writing direct.
- 14.2 **Time of service:** Notices are deemed served at the following times:
- (a) when given personally, on delivery;
 - (b) when sent by post or document exchange, five Business Days after (but exclusive of) posting; and
 - (c) when sent by email, at the time of transmission, if (in the event receipt is disputed) the sender produces a printed copy of the email which evidences that the email was sent to the email address of the recipient.

Any notice which has been served on a Saturday, Sunday or public holiday is deemed to be served on the first Business Day after that day.

15. LIQUIDATION

- 15.1 If the Company is liquidated, the liquidator may, with the approval of the Shareholders by Special Resolution and any other approval required by the Companies Act or the LG(W)S Act, but subject to the requirements of the Shareholders' Agreement (as notified by any Shareholder to the liquidator) and, if applicable, the rights or restrictions attached to the different classes of shares issued by the Company:
- (a) distribute to the Shareholders in kind the whole or any part of the assets of the Company; and
 - (b) vest the whole or any part of any such assets in trustees upon such trusts for the benefit of the persons so entitled as the liquidator thinks fit, but so that the Shareholders are not compelled to accept any Shares or other securities on which there is any liability.

16. METHODS OF CONTRACTING

- 16.1 A deed which is to be entered into by the Company may be signed on behalf of the Company by:
- (a) two or more Directors;
 - (b) a Director, and any person authorised by the Board, whose signatures must be witnessed; or
 - (c) one or more attorneys appointed by the Company.
- 16.2 Subject to clause 16.1, an obligation or contract which is required by law to be in writing, and any other written obligation or contract which is to be entered into by the Company, may be signed on behalf of the Company by two people acting under the express or implied authority of the Company.
- 16.3 Subject to clause 16.1, any other obligation or contract may be entered into on behalf of the Company in writing or orally by two people acting under the express or implied authority of the Company.

17. AMENDMENTS

- 17.1 The Shareholders may, by Special Resolution, alter or revoke this Constitution in accordance with the requirements of the Companies Act. Any alterations or replacements may be proposed by the Board to the Shareholders.

SCHEDULE 1

Rules for Shareholder Meetings

1. CHAIR

- 1.1 If the Chair is present at the meeting, he or she must chair the meeting.
- 1.2 If there is no Chair or if the Chair is not present at the meeting within 15 minutes of the start time, the Directors present may elect a chair for that meeting, failing which, the Shareholders (or their representatives) present may elect a chair for that meeting.

2. NOTICE OF MEETINGS

- 2.1 The provisions of clause 2 of Schedule 1 of the Companies Act apply.

3. METHODS OF HOLDING MEETINGS

- 3.1 The provisions of clause 3 of Schedule 1 of the Companies Act apply.

4. QUORUM

- 4.1 No business may be transacted at a Shareholder meeting if a quorum is not present.
- 4.2 A quorum for a Shareholder meeting is present if a majority of Shareholders (based on the number of Shares held) or their proxies:
 - (a) is present; or
 - (a) has completed postal votes (where permitted).
- 4.3 If a quorum is not present within the 30 minutes after the start time for the meeting:
 - (a) if the meeting is called under section 121(b) of the Companies Act, the meeting is dissolved;
 - (b) for any other meeting, the meeting is adjourned to:
 - (i) the same day in the following week at the same time and place, or
 - (ii) to another date, time and place to be fixed by the Directors.

5. ADJOURNMENTS

- 5.1 The Chair:

- (a) may adjourn the meeting from time to time and from place to place, but no business can be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place; and
- (b) must adjourn the meeting as above if directed to do so by the meeting.

6. VOTING

- 6.1 The provisions of clause 5 of Schedule 1 of the Companies Act apply.

7. PROXIES AND POSTAL VOTES

- 7.1 The provisions of clause 6 and clause 7 of Schedule 1 of the Companies Act apply.

8. MINUTES

- 8.1 The Board must ensure that minutes are kept of all proceedings at Shareholder meetings.
- 8.2 Minutes which have been signed correct by the Chair of the meeting are prima facie evidence of the proceedings.

9. SHAREHOLDER PROPOSALS

- 9.1 The Shareholders may give written notice to the Board of a matter the Shareholder proposes to raise for discussion or resolution at the next Shareholder meeting. The provisions of clause 9 of Schedule 1 of the Companies Act apply to any notice given under this rule 9.1.
- 9.2 The Chair of a Shareholder meeting will allow a reasonable opportunity for the Shareholders to question, discuss or comment on the management of the Company.

10. OTHER PROCEEDINGS

- 10.1 Except as provided in this Schedule 1, and subject to this Constitution, a Shareholder meeting may regulate its own procedure.

SCHEDULE 2

Rules for Board Proceedings

1. NOTICE OF MEETING

- 1.1 A Director or, if requested by a Director to do so, an employee of the Company, may convene a meeting of the Board by giving notice in accordance with this rule 1.
- 1.2 At least five Business Days' notice of a meeting of the Board must be given to every Director. The notice must include the date, time and place of the meeting and the matters to be discussed.
- 1.3 An irregularity in the notice of the meeting is waived if all Directors attend the meeting without protest as to the irregularity or if all Directors entitled to receive notice of the meeting agree to the waiver.
- 1.4 Notice of a meeting may be given by any means, including by telephone or email. Notice given by a letter addressed to a Director at his or her last known residential address in New Zealand will be deemed to have been given on the next Business Day after the letter is posted.

2. METHOD OF HOLDING MEETINGS

- 2.1 The Board may meet in person or by any technological means that allow participating Directors to be in communication with other participating Directors in a manner that is relatively contemporaneous. Where Directors are not all in attendance in one place but are holding a meeting through such a system of communication:
 - (a) the participating Directors will be taken to be assembled together at a meeting and present at that meeting (including for the purposes of quorum requirements);
 - (a) the meeting will be taken to be held at the place agreed to by the participating Directors so long as at least one participating Director is physically present at that place; and
 - (b) all proceedings at meetings conducted in such a manner will be valid and effective as if conducted at a meeting at which all of them were physically present.

3. QUORUM

- 3.1 At any meeting of Directors:
 - (a) a quorum will only be present if at least a majority of Directors are present; and
 - (b) any resolution, unless otherwise specified in this Constitution or the Shareholders' Agreement, will be passed if a majority of the votes cast on it are in favour of it.

- 3.2 If a quorum is not present within 30 minutes of the time appointed for the commencement of the Board meeting, the Board meeting must be adjourned to the same day in the following week at the same time and place, or to such other date, time and place as the Chair may appoint, and if at the adjourned meeting a quorum is not present within one hour after the time appointed for the commencement of the meeting, the Directors present (regardless of the person who appointed them) will constitute a quorum. No business may be transacted at a meeting of Directors if a quorum is not present.

4. VOTING

- 4.1 Every Director has one vote.
- 4.2 The Chair does not have a casting vote.
- 4.3 Subject to clause 12.10, a resolution of the Board is passed if it is agreed to by all Directors present without dissent or if a majority of the votes cast on it are in favour of it.
- 4.4 A Director who abstains from voting is not presumed to have voted in favour of the relevant resolution of the Board.

5. MINUTES

- 5.1 The Board must ensure minutes are kept of all proceedings at meetings of the Board.

6. RESOLUTIONS

- 6.1 A resolution in writing, signed or assented to by all Directors then entitled to receive notice of a Board meeting, is as valid and effective as if it had been passed at a meeting of the Board duly convened and held.
- 6.2 A resolution may consist of several documents (including facsimile or other similar means of communication) in like form each signed or assented to by one or more Directors.
- 6.3 A copy of all resolutions must be entered in the minute book of Board proceedings.

7. NO NOTICE TO DIRECTORS OUTSIDE NEW ZEALAND

- 7.1 It is not necessary to give notice of a meeting of the Board to any Director temporarily absent from New Zealand.

8. OTHER PROCEEDINGS

- 8.1 Except as provided in this Schedule 2 and this Constitution, the Board may regulate its own procedure.

SCHEDULE 3

Skills Requirements

The skills and experience which the Stakeholders' Forum will have regard to in exercising their rights to select and appoint or reappoint a Director are as follows:

- 1) For Directors and the Chair of the Company prior to 1 July 2027, knowledge and experience in the formation of new entities and establishment of business processes and systems.
- 2) Governance and senior leadership experience.
- 3) Experience in utilities and infrastructure industries, preferably water.
- 4) Commercial and financial expertise, including Director(s) with relevant qualifications to chair an Audit and Risk Committee.
- 5) Understanding of the relevant public accountability, legislative and regulatory context.
- 6) Asset management experience.
- 7) Commitment to partnership and upholding the Treaty of Waitangi, tikanga and te ao Māori.
- 8) Knowledge and experience in te ao Māori and te taiao Māori and Treaty of Waitangi principles and implementation.
- 9) Understanding and commitment to the four communities the organisation serves.
- 10) Commitment to strong stakeholder engagement with the four Shareholders.



Report

Date : 12 September 2025

To : Mayor and Councillors
Tararua District Council

From : Allie Dunn
Manager - Democracy Services

Subject : **Woodville Skatepark Business Case and Site Approval**

Item No : **9.2**

1. Recommendation

- 1.1 *That the report from the Manager - Democracy Services dated 13 August 2025 concerning the Woodville Skatepark Business Case and Site Approval be received.*
- 1.2 *That the Tararua District Council notes its previous approval in principle for use of the land next to the Woodville Sports Stadium in Ross Street, Woodville for the location of the proposed Woodville Skatepark, and*

EITHER

- 1.3 *That the Tararua District Council receives the business case submitted by Positively Woodville Community Committee Inc for the Woodville Skate Park and gives approval for the project to proceed at that location.*

OR

- 1.4 *That the Tararua District Council receives the business case submitted by Positively Woodville Community Committee Inc for the Woodville Skate Park however does not give approval for the project to proceed.*

2. Reason for the Report

- 2.1 To present Positively Woodville's business case for the Woodville Skate Park Project for consideration by the Tararua District Council.

3. Background

- 3.1 The Community Committee in Woodville has been working on a proposal for a skate park in Woodville for a number of years.
- 3.2 In 2022 the Council approved in principle the use of a specified parcel of land for a skate park facility, and supported the committee in undertaking further investigation to progress their concept to develop the facility, and requested provision of a business case to be prepared and presented to the Council.
- 3.3 Following that approval in principle, the committee has been completing its full business case incorporating material needed to support final Council decisions. In September 2025 the committee sought a funding commitment decision from the Council to help underpin their construction fundraising activities.
- 3.4 The community committee have now completed preparing their business case for presentation to Council for consideration.

4. Discussion and Considerations

- 4.1 The Woodville Skate Park project aims to create a new recreational facility tailored to the needs of the town's young people. In a low-decile area with limited resources, the community committee says the Skate Park will provide a much-needed space for tamariki and rangatahi to gather safely, engage in physical activity, know they are valued, and develop a stronger sense of community. Their goal is to create an enduring and appealing facility that serves locals and is also an attraction for the use of visitors.
- 4.2 Positively Woodville advised that Woodville's town committee, in its various forms, has had a decade-long focus on tourism and visitor experiences. While these efforts have been successful, they said it is crucial to invest in projects that have direct benefits for their residents. The Skate Park will address the very limited range of youth-oriented facilities in the town, promoting physical health, social interaction, and vibrant community life.
- 4.3 In January 2020, the group Woodville In Focus Inc, later known as Woodville Recreation and Play Inc, brought a proposal to Council for a proposed sport and recreation hub project. The Council gave their support for the Community Committee, in liaison with Woodville In Focus Incorporated, to undertake further investigation to progress the concept noting further information was necessary before a decision could be made on this matter.
- 4.4 After undertaking further work on the proposal, the Community Committee brought the proposal back to Council for approval of use of land for the park. Upon receiving approval from the Council in September 2022 for use of land for the park, the committee worked on developing their business case and making funding applications to regional and national funding bodies.

- 4.5 In order to support their funding application to the Lottery Community Facilities Fund in January 2025, as a critical potential funding source, in September 2024 the committee sought funding from Council of one third of the total project cost.
- 4.6 The Council confirmed a financial contribution of \$150,000 from the Tararua General Purposes Woodville Gifted Land CT HB P2/147 special fund reserve of the Tararua District Council, and \$50,000 from the Tararua District Council Recreation Fund, a total of \$200,000.
- 4.7 The previous resolutions of the Council regarding the proposed development of a skatepark facility in Woodville are:

29 January 2020 resolution:

“That the report from the Strategy and Policy Adviser dated 22 January 2020 concerning the Woodville In Focus Incorporated proposed Sport and Recreation Hub project at Woodville Recreation Reserve Grounds (as circulated) be received, and

That Council support Woodville Districts’ Vision in liaison with Woodville In Focus Incorporated undertaking further investigation to progress the concept to develop a Sport and Recreation Hub on the Woodville Recreation Reserve Grounds, noting further information is necessary before a decision can be made on this matter, and

That with regard to the level of detail required to plan for this project and the long-term needs for future recreational facilities development in the district Woodville Districts’ Vision and Woodville In Focus Incorporated be advised to progress that proposal the following information is required:

- An assessment is carried out on the future demand for community recreation land, including consultation and input from the sporting clubs and Woodville Districts’ Vision as the Community Committee recognised by Council to assist in the facilitation of such dialogue in Woodville.*
- A business case is prepared that details the costs of development, the funding sources and future maintenance and renewal costs.*
- The agreement of Woodville Recreation Trust is obtained on the proposed use of the Woodville Recreation Reserve Grounds that surround the old rugby clubrooms occupied by them as situated on this land.*
- Council would need to consider the development of a Reserves Management Plan that follows the provisions of the Reserves Act 1977, and*

That Council note the development of a Reserves Management Plan to use the Woodville Recreation Reserve Grounds land as proposed for the location of a Sport and Recreation Hub is not a project currently included in existing works programmes, and any such work should also include all other reserves land in Woodville and the existing tennis courts, and

That the project proposed to work jointly with Woodville Districts' Vision in conjunction with Woodville In Focus Incorporated is best considered through the 2021/2031 Long Term Plan process, and they be asked to make further background information available as outlined above to assist Council to consider their proposal and planning for the future needs in developing recreational facilities within the district."

28 September 2022 resolution:

"That the report from the Manager Facilities dated 21 September 2022 concerning the Woodville Community Committee proposed Woodville Skate Park project (as circulated) be received, and

That Council approve in principle the use of lots 1 and 2 DP 64 comprising 1175 metres squared more or less for a skate park facility in Woodville, and

That Council support Woodville Community Committee undertaking further investigation to progress their concept to develop a skate park facility, noting further information is necessary before a decision can be made on this matter, and

That with regard to progressing Woodville Community Committee's proposal the following information is required:

- 1. A business case is prepared that details the costs of development, the funding sources, future maintenance and renewal costs, alignment with Crime Prevention Through Environmental Design Principles, and identifies the proposed management, ownership and governance structure for the Woodville Skate Park.*
- 2. Submission and if required application be made to Planning and Building to ensure the activity is permitted and resource and/or building consent requirements are met.*
- 3. Provide written support from the Woodville community, local iwi, sport and recreation clubs and residents adjacent to lots 1 and 2 for the proposed project to establish the Woodville Skate Park facility."*

25 September 2024 resolution:

"That the report from the Manager - Democracy Services dated 03 September 2024 concerning the Request for funding from Positively Woodville Community Committee be received.

That the Tararua District Council approves the request from Positively Woodville Inc for funding of \$150,000 from the Tararua General Purposes Woodville Gifted Land CT HB P2/147 special fund reserve fund, and \$50,000 from the Tararua District Community Recreation fund towards the costs associated with constructing a skatepark in Woodville."

5. Conclusion

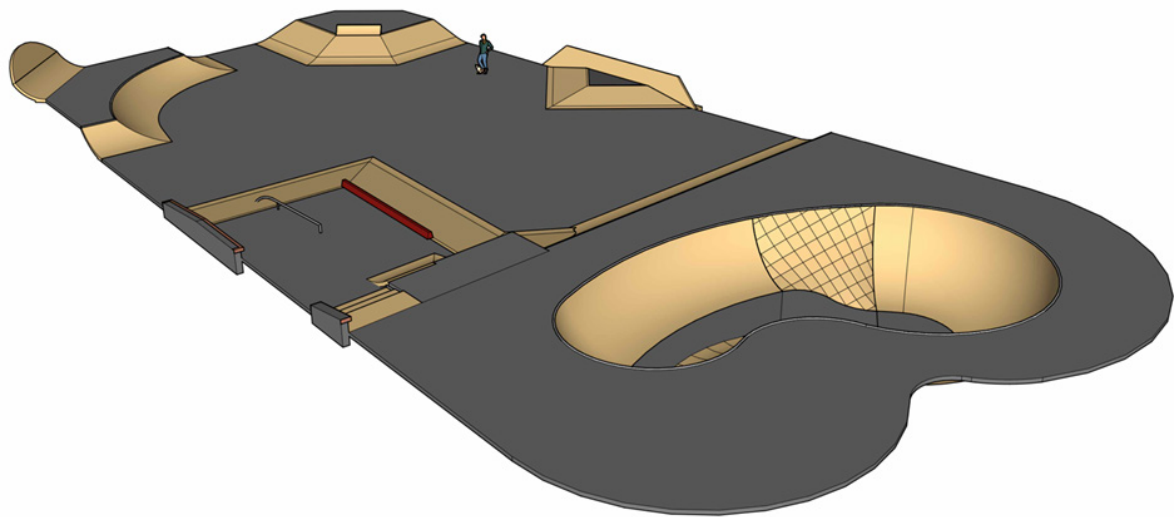
- 5.1 The detailed planning phase is now complete and the detailed business case from Positively Woodville is presented to Council for consideration.

Attachments

- 1 [!\[\]\(0551a83d441798e532995956b603f604_img.jpg\) Final Draft - Business Case - Skate Park - Positively Woodville - September 2025](#)



BUSINESS CASE: WOODVILLE SKATE PARK



Prepared by	Woodville Skate Park Team
Prepared for	Tararua District Council
Date	September 2025
Version	1.0
Status	Final

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EXECUTIVE SUMMARY

This business case seeks formal approval from Tararua District Council for the construction of the Woodville Skate Park at the preferred site, 60 Ross Street, Woodville (next to the Sports Stadium).

Once approved, the Woodville Skate Park Team would be able to proceed with the project without requiring any further approvals from Council, provided the next steps outlined in this document are completed.

The Woodville Skate Park Team (the Team) is a sub-committee of the Positively Woodville Community Committee*. The Team has been formed to deliver on a long-standing request from the community for a skate park in the town.

** Formerly known as the Woodville Community Committee, and before that, Woodville Districts Vision.*

The final design was developed after significant consultation with the community (see 'Project History' for more detail). The construction phase of the project has a total budget of \$500,000, of which \$301,000 has already been secured with a confirmed strategy for the final amount (see 'Project Funding' for more detail).

A second phase of funding will be needed to complete landscaping and artwork.



With a clear plan, significant community support, and the majority of funding already secured, the project is ready to proceed.

Approval of this business case will allow the Team to begin construction, bringing to life a long-standing community aspiration and creating a safe, engaging, and well-loved facility for local rangatahi.

This project represents a lasting investment in the social and recreational life of Woodville, supported by both Council and the wider community.

BACKGROUND

Community Background

Woodville is a small town in the heart of the Tararua District, situated at the crossroads of main routes between Hawkes Bay, Manawatū, and Wairarapa. Originally known in the 1870s as “The Junction,” the town began to take shape with the sale of its first town lots in 1875. This year, Woodville celebrates 150 years of growth, resilience, and community spirit.

Today, Woodville continues to be a major thoroughfare in the district. The town has experienced a major boost in traffic and visitors since the opening of the Te Ahu a Turanga Manawatū Tararua Highway on 11 June 2025.

Woodville is experiencing steady population growth, increasing from 1,401 residents in 2013 to 1,548 in 2018, with 2023 Census estimates suggesting approximately 1,660 residents (Stats NZ Aotearoa Data Explorer). According to 2023 Census estimates, 315 of Woodville’s 1,660 residents (18.98%) are aged between 5 and 19 years.

Woodville is the heart of a number of surrounding rural communities, including Papatawa, Kumeroa, and Hopelands. The town acts as a hub for local residents, providing services, amenities, a marae, and a range of events and activities that support daily life in the district.

Woodville Primary School is located close to the centre of town. In the wider district are Balance, Kumeroa, and Mangatainoka Primary Schools. Tararua College in Pahiatua is the main secondary school for Woodville children.

The town also has a vibrant mix of local businesses, reflecting its unique character and connection to the surrounding bush: high-performing cafés, an experienced florist,

a long-standing fabric store, op shops that give back, a locally owned Four Square, a community-minded Caltex station, an internationally recognised tattoo artist, and the Basically Bush possum fur factory, bringing luxury to Woodville since 1998 (just to name a few). Many of these business owners actively support community projects and events, making Woodville a welcoming and connected place for both residents and visitors.

Project History

In 2019, a community committee known as Woodville in Focus (now Woodville Recreation and Play, WRAP) undertook a survey of local people to see what services and facilities they wanted to see in the town. WRAP took a proposal to Tararua District Council in January 2020 to seek support for the development of a community skate park. Tararua District Council offered in-principle support for the proposal, but requested further planning and design work be undertaken before full approval could be made.

Due to the COVID-19 pandemic and pressures on the committee’s members, WRAP was unable to continue to advocate for the project. In October 2021, the Woodville Community Committee took on leadership of the project and established the Team to progress development of the skate park. This same Team continues under Positively Woodville.

Using the previous WRAP survey’s results, the Team undertook a new survey in late 2021 to better understand young people’s specific needs around the skate park. The second survey’s results allowed the Team to approach suitable potential designers and request a concept plan and quote for the skate park.

Following discussions with Tararua District Council in late 2024, the Team launched a new survey in early 2025 to obtain community feedback on the preferred location. We also sought feedback on 'any other ideas' for the skate park area. Those survey results are included in this report.

Positively Woodville

Project History in a Timeline View

2019: WRAP Survey (Community Needs)

January 2020: WRAP Presentation to Council

March 2020: COVID-19 Lockdowns

October 2021: Project Handover to Woodville Community Committee

2021: Woodville Community Committee Survey (Skate Park Design)

2021: Procurement of Design/Construction Company

2023: Disestablishment of Woodville Community Committee

February 2023: Establishment of Positively Woodville

February 2025: Positively Woodville Survey (Preferred Site Location)

September 2025: Presentation and Update to Tararua District Council

Community Committee

Positively Woodville was formed in early 2023 after the disestablishment of the Woodville Community Committee (previously known as Woodville Districts Vision).

Positively Woodville is a voluntary community group funded annually by the Tararua District Council under an 'Agreement for Delivery of Community Services'.

These funds cover a number of annual community events, aimed at both community building and promotion, and community funding that smaller or topic-based groups can apply for.

As an incorporated society, Positively Woodville is able to apply for funding from a range of sources to assist with specific projects and events.



THE PROPOSAL

The overall goal of the project is to deliver multigenerational recreational infrastructure – an enduring, appealing facility that everyone in the community can enjoy. A well-placed skate park can provide a space for young people to develop skills and stay active, while also offering a gathering space where parents, caregivers and like-minded community members can come together and connect.

The target beneficiary of this project is the town's young people, who tend to lack facilities tailored to their interests and needs. With approximately 19% of Woodville's population aged 5-19, that is a fifth of the community that is not being catered for.

Physical activity is clearly supported by the Ministry of Health.

In its 'childhood obesity plan' the Ministry highlights the importance of healthy activity in childhood. A skate park provides many different options for young people to be active and provide a place for positive and safe social interaction with their peers.

In addition, the skate park offers a chance to get young people more engaged in the community. The Team has learnt, from the town's own experiences and evidence from national and international projects and studies, that the best approach is to get young people involved with hands-on activities. During the design phase, the local children were extremely enthusiastic. We know that we can further embed community ownership through further design discussions regarding what types of planting and artwork is selected for the beautification of the site, and the implementation of this through painting/planting working bees.

As noted in the Sport New Zealand 'Skate Guidelines for Local Government' - we want to ensure we have a 'robust and fit-for-purpose skate facilities for people, young and old'.

Given the length of time this project has been on the cards, the Team is now working on progressing the work as promptly as possible, while making plenty of space for people to have meaningful input. With Woodville celebrating 150 years since the town's establishment, it is the prime time to 'kick this project up a gear' so the community can see tangible actions.



EVIDENCE OF NEED

Woodville is a small town, and as with any small town has challenges in the range of recreation services and facilities it can offer to its residents. This is particularly true for facilities aimed at children and young people. Currently, the nearest skate park facility is in Pahiatua, 20km away. An insurmountable distance for young people wanting to catch up with their friends and enjoy skating and cycling.

Woodville is, using Ministry of Education gradings, a decile two town with a median total personal income of \$29,100 (based on the 2023 Census estimates).

According to the Play, Active Recreation and Sport Strategy produced by Tararua District Council, Woodville has the **highest** deprivation score within the Tararua District.

The Strategy also identified based on regional participation data and sector trends that the "future state of play and active recreation in the Tararua District" was **most likely** to be scooter / skateboard / trick biking.

An extract from the Tararua District Council PARS Strategy:

Fostering social connectedness through playing together via play, active recreation and sport activities is increasing in importance in maintaining healthy communities and residents, especially in our virtual/ digital screen focused age.

The Skate Park is also a project identified within the *draft Woodville Community-Led Development Plan* for the period 2026-2028, due to be adopted at the September AGM meeting, and aligns with the communities identified high-level aspirations.

Community plans are a structured community-led development planning process that is strongly supported by the Tararua District Council, including being a key performance indicator of the Community Development Service.



STRATEGIC ALIGNMENT

The Tararua District Council (TDC) has developed a Play, Active Recreation and Sport Strategy that focuses on enhancing and increasing participation in play, active recreation and sport to improve the Hauora/Wellbeing of people living within the Tararua District.

The Strategy's purpose is to guide TDC on the future direction of play, recreation and sport in the district over the next 10-30 years and to meet the changing demands and needs that are already impacting current provision.

The strategy investment framework is intended to be used by Council to assess the relative merit or value of projects for financial support at key points in the investment planning cycle starting with the 2024-2034 Long Term Plan.

That Long Term Plan states that population growth will result in increasing demand for development of reserves to accommodate walkways, cycleways, and most importantly, Skate Parks.

It is Positively Woodville's position that developing a new Skate Park for the Woodville Community aligns perfectly with the goals of TDC's Play Active Recreation and Sport Strategy and 2024-2034 Long Term Plan.

The Foreword within Sport New Zealand's 'Skate Guidelines for Local Government' 2024 nicely summarises their view, which fully align with our goal for a more active community:

Data from our Active NZ survey (and other evidence) has indicated an increased interest and engagement in skateboarding across Aotearoa. Together with growing demand from councils for more support on bringing skate facilities to their communities, it was an obvious choice when considering where to invest energy and resources.

We know that Councils play a key leadership role in providing facilities and opportunities for young people, and the wider community, to participate in play, active recreation and sport, and they were key stakeholders throughout this project. Creating new spaces and new thinking to support people to be active is a core function of council's parks, sport and recreation teams. Sport NZ wants to continue to support people by developing relevant tools and resources to assist with informed decision making.

As Sport NZ moves into its new strategic period, 2024-2028, we recognise the financial and operational constraints that councils are operating within. We hope this work can positively contribute to development of more robust and fit-for-purpose skate facilities for people, young and old.



Alignment with local/regional plans and guidelines

Tararua District Council



Sport Manawatu



Community



PROPOSED SITES

Discussions with TDC Staff in 2024 revealed that there were two possible sites for the proposed Woodville Skate Park:

Site A being next door to the Woodville Sports Stadium, 62 Ross Street, Woodville. This is vacant land on the southern side of the stadium across from Fountaine Square, which is the site of the town's playground. The land has clear Tararua District Council title. **Site B** being the Woodville Recreations Grounds, Vogel Street, behind the Woodville Swimming Pools.

Positively Woodville conducted a community survey in February 2025 to confirm the communities preference for the location.

The survey confirmed that the community wishes to see the park constructed at **Site A**.

A summary of the survey results are included as an appendix to this document.

Site A: Ross Street

The Sports Stadium is used by a wide range of community and sporting groups. The location is only 50m from the town's main street, an area of high foot traffic, and highly visible – making the site both convenient and safe.

Right next to Fountaine Square, this option enhances the existing recreation area at the heart of the town and gives young people another activity choice alongside sporting events in the Stadium or general play in the Square. This location also offers plenty of parking and easy access to the nearby public toilet facilities.

The site is currently fenced and has two plastic water tanks located on it. There is ample space at the rear of the Sports Stadium for the water tanks to be relocated, rendering the site fully vacant for construction of the skate park.

This site is adjacent to the exterior wall of the Stadium - this could be ideal for murals to make the space fun and inviting.



Communities preference

Site B: Recreation Grounds

The second site is at the Woodville Recreations Grounds, Vogel Street, Woodville. During earlier conversations, the site was originally ruled out by Tararua District Council. During discussions with staff in 2024, further work was done to investigate the feasibility of this site and staff have now identified this as a potential alternate location.

The piece of land to be utilised would be situated behind the Woodville Swimming Pool and would not intrude on the football/athletics field.

Being located next door to the Woodville Swimming Pool, it could build on a 'destination' spot for young people from the town and across the district.



Alternate option (not preferred)



PROPOSED DESIGN

The figures on Page 15 show the proposed design for the skate park's main structure. It was developed based on children and young people's feedback and drawing on designer Jason Stone's significant expertise in developing community recreational facilities.

J-Stone Skate Park Ltd was selected as design partner after discussions with different potential designers. Jason has over 20 years' experience designing high-quality skate parks for clients that include Auckland Council, Waikato District Council, Bay of Plenty Regional Council, and Waipa District Council. Jason won the NZ Reserves Association's Merit Award in 2016, and demonstrated a significant understanding of community needs, as well as physical design expertise.

The design Jason has developed caters for a range of skater expertise and ensures that children and young people can flow around the park without having to cut across specific skate features – helping to make the park as safe as possible for the use of all ages and abilities.

The goal is to future-proof the project by continuing to draw on expert design input, along with active community consultation.

The project aims to be as environmentally sustainable as possible and would be constructed with high-quality reinforced concrete, offering low ongoing maintenance costs and supporting a long, high-quality operational life.

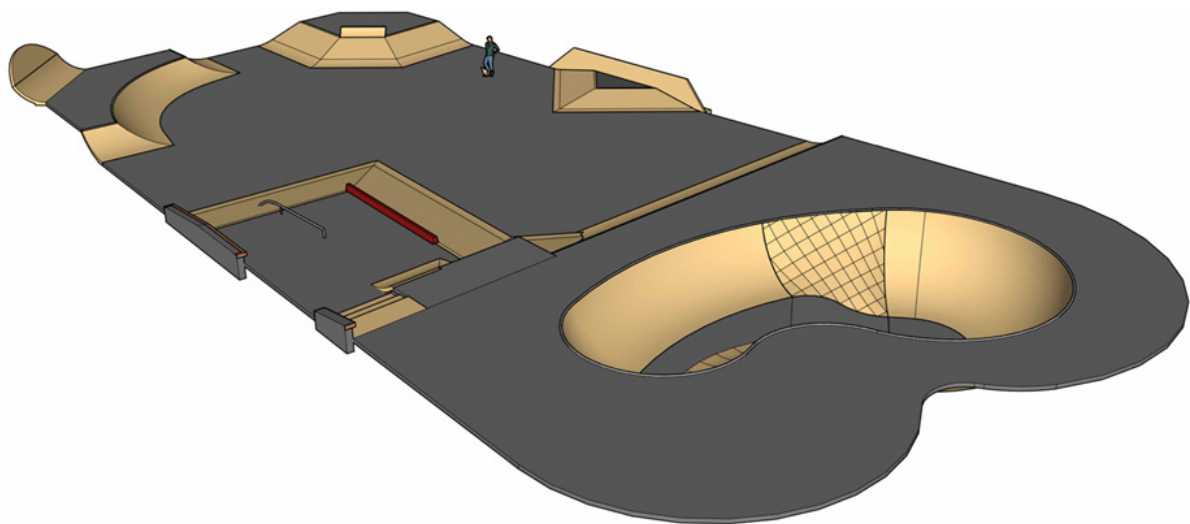
Land Use Consent will be required for this project.

The Team has consulted with TDC's Planning Team and has confirmed that the earthwork volumes will trigger land use consent requirements under Rule 5.1.5.3 of the Operative District Plan.

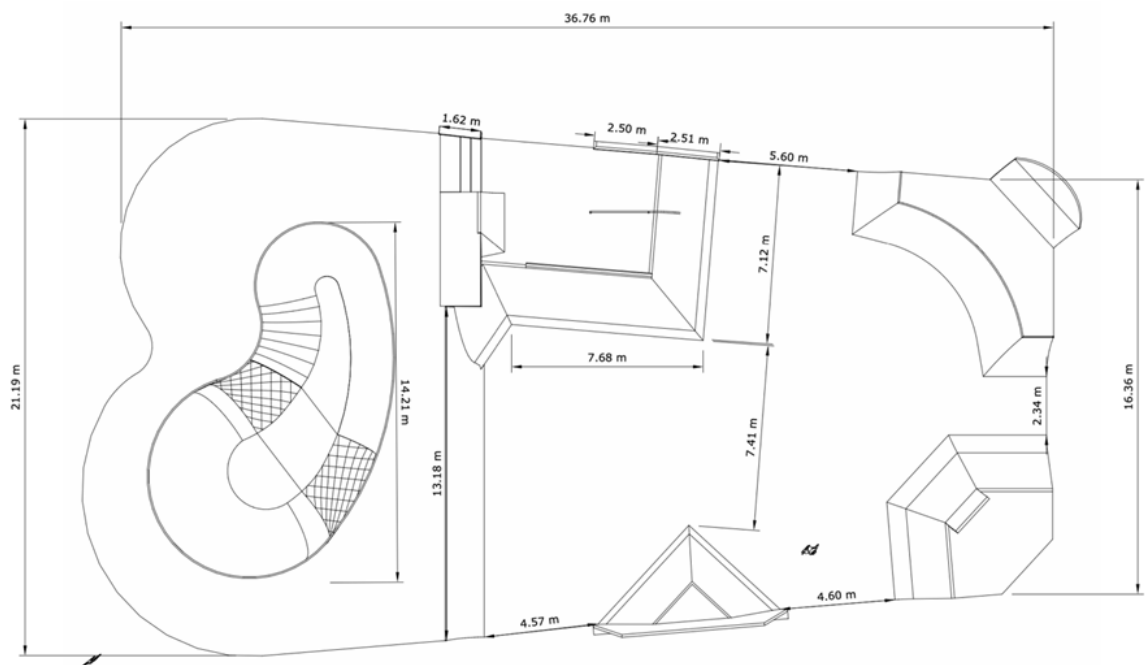
An application is promptly being prepared.



Proposed Design



Actual Dimensions



PROJECT COSTS & FUNDS

The project will be delivered in phases:

- 👉 Phase 1 – Design and Construction (\$450,000 - \$500,000)
- 👉 Phase 2 – Beautification (\$30,000, or less)
- 👉 Phase 3 – On-going Maintenance and Renewals (\$500 annually)

Construction will be delivered by **J Stone Skate Parks Ltd**, who have quoted a total project cost range of \$450,000 - 500,000, drawing on extensive experience with skate park construction throughout New Zealand.

A copy of the quote can be provided on request.

The majority of funding has been secured:

For Phase 1, the Project Team has the responsibility of fund raising the full project amount. The Team has secured \$301,000 of the \$500,000. This includes:

- 🤝 **\$6,000**
Positively Woodville
- 🤝 **\$20,000**
Bush Charitable Trust
- 🤝 **\$50,000**
Taranua District Council - Recreation Grant
- 🤝 **\$150,000**
Taranua District Council - Special Funded Reserve: Taranua General Purpose (Woodville Gifted Land)
- 🤝 **\$25,000**
Waka Kotahi NZ Transport Agency - Te Ahu a Turanga Recreational Path Fund
- 🤝 **\$50,000**
Waireka Community Trust
(to be released when full project funding is secured, pending an additional application to confirm the project is ready to proceed)



We have a strategy to secure the remainder:

The final amount of funding for **Phase 1** will be sought through a funding application to the Department of Internal Affairs Community Facilities Grant, closing on 12 November 2025 (with decisions due in February 2026).

The Grant provides funding for community facilities over \$50,000, providing that the applicant can provide:

- 👉 a detailed project budget;
- 👉 at least two letters of support from community organisations that will use the facility when it is finished;
- 👉 proof the organisation has secured a third of the total cost of the project as partnership funding (33.3%); and
- 👉 proof of land ownership or permission to build the facility from the owner of the land (if the facility is a fixed structure).

For **Phase 2**, further funding will be sought to ensure the most appropriate artwork and plants are secured to fully complete the site. The Team will commence this phase after construction has been completed on the Skate Park and this will allow for community working bees. We will also work with council staff to ensure health and safety requirements are being met at working bees and that any planned planting / artwork aligns with any of council's urban strategies.

The Team is proposing to apply to the Lion Foundation for the full amount required for Phase 2 (which is yet to be determined but likely to be less than \$30,000).

For **Phase 3**, it is proposed that \$500 per annum of PW funds is set aside within a maintenance fund. For detail on estimated ongoing maintenance costs, please refer to the *next section*.



OWNERSHIP & MANAGEMENT

Land access

Both proposed sites are Council-owned land. It is proposed that, subject to any necessary consenting and approval processes, Tararua District Council provides enduring access to the land without cost.

Asset ownership

It is proposed that the park facilities would be reflected as needed on the land's title and effectively be a Council asset.

Estimated ongoing maintenance costs

Discussion with Pahiatua Bush Multisport Trust, which operates the Pahiatua skate park facility, has highlighted that the community will very likely support and help with maintenance of the proposed Woodville skate park.

They shared that since their park was opened in 2016, they have not yet had to do **any** costed maintenance. To date, the required maintenance required has been limited to occasional cleaning/sweeping of the site; often achieved through community working bees. This, along with the facility's heavy duty concrete construction, assure us that ongoing costs are minimal.

The Trust also shared their experiences with graffiti and vandalism - a total of three instances of graffiti; the first two times were cleaned by community volunteers. The third was **after** the installation of CCTV cameras in the area and offenders cleaned it. There has been no graffiti since the third incident.

It is estimated annual maintenance costs would be for rubbish collection and occasional spot cleaning and be approximately \$500 per annum. A rubbish bin will need to be installed at the area and added to the rubbish collection route, though it is worth noting there is a bin across the road that may already be on the circuit

If the Council supports project, it is proposed that a Memorandum of Understanding (MOU) is agreed between the Council and Positively Woodville covering each party's responsibilities for skate park maintenance. The MOU between the Council and Bush Multisport Trust for the Sales Yard Wheel Park could act as a model for this.

The Team would need to work with Council to ensure the skate park is appropriately reflected in the council's long-term planning and accountability documents, including depreciation.



NEXT STEPS & TIMELINE

As mentioned in the Executive Summary, the Project Team is requesting formal approval to proceed with the project, providing the next steps outlined in this document are completed.

Next Steps

- ➔ Obtain land use consent (application being prepared)
- ➔ Obtain remainder of funds required through application to the Lottery Community Facilities Grant
- ➔ Notify the community of construction

Project History

2019: WRAP Survey (Community Needs)

January 2020: WRAP Presentation to Council

March 2020: COVID-19 Lockdowns

October 2021: Project Handover to Woodville Community Committee

2021: Woodville Community Committee Survey (Skate Park Design)

2021: Procurement of Design/Construction Company

2023: Disestablishment of Woodville Community Committee

February 2023: Establishment of Positively Woodville

February 2025: Positively Woodville Survey (Preferred Site Location)

Expected Timeline for Next Steps

October-November 2025

Complete any actions required to obtain Land Use Consent

12 November 2025

Lottery Community Facilities Grant Closing Date

18 February 2026

Lottery Community Facilities Grant Decision Date

March – July 2026

Tentative construction dates

July 2026

Commissioning and Public Opening

Alternate timeline (if Lottery funding application is declined):

February - March 2026:

Apply to Lion Foundation, Eastern and Central Community Trust and Pub Charity for the remainder of funding (all funds are either always open or operate on monthly rounds).

March - April 2026:

Outcomes of Funding Decisions

May 2026

Reaffirm construction dates

TBC

Construction period and commissioning.

CONCLUSION

The Woodville Skate Park is a community-driven project that is ready to move from planning to action. With strong support from local residents, funding partnerships in place, and a clear design that reflects the needs of our young people, this project is positioned to deliver immediate and lasting value.

By approving this business case, and the proposals within, Council will unlock a facility that offers children and young people a safe, engaging space to be active and connected, while also creating a multigenerational recreational asset for the whole community.

This is more than a skate park — it is an investment in Woodville's future, a tangible outcome of 150 years of community resilience, and a lasting contribution to the wellbeing of Tararua rangatahi.



SUPPORTING DOCUMENTS & APPENDICIES

Letters of support:

-  Sport Manawatu
-  Woodville Girl Guides
-  Woodville Kids Club
-  Woodville Primary School
-  Te Ahu a Turanga Marae (requested)
-  Woodville Police Station (requested)

Website links:

-  J-Stone Skate Parks - Designs, Builds, & Restorations:
<https://www.jstoneskateparks.co.nz/>

Page Extracts from the Draft Woodville Community-Led Development Plan 2026-2028:

-  Page 13: Community Priorities
-  Page 16: Woodville Skate Park (Project Overview)

Surveys:

-  Positively Woodville - Site Preference (conducted February 2025)
-  *Please note, Positively Woodville does not have access to surveys conducted by previous groups and committees.*



APPENDIX 1:

Letter of Support Woodville Guides Club

Woodville Guide Club
Pippins, Brownies, Guides & Rangers
c/- 61 McLean Street
Woodville

24 February 2025

To Whom it may concern

Woodville Skate Park

We, at the Woodville Guide Club, are in full support of the proposed Woodville Skate Park, as outlined by the Skate Park Project Team, under Positively Woodville Community Committee.

At the moment Woodville lacks facilities for our young people. Often our club has to leave Woodville and use facilities in surrounding towns. It would be great for the girls to be able to have this park in their own town so they didn't need to travel.

As an organisation, we fully encourage our girls to be active as much as possible not only during club time, but in their day-to-day lives. We see this skate park assisting with this goal. It will also give them an opportunity to become more confident on their scooters and skates.

Once the park is built and open, we are planning on having regular sessions there, especially in the summer months, as it will be an enjoyable, social and safe space to use.

Ngā mihi nui



Rachel Ireland
Unit Team Leader
Woodville Guide Club

Woodville Guide Club Members:

Molly Jamee Aria Kama Amber
Tarina Erie mila Jaga Crystal Ayla
Taylor Elsa GEORGE Ellen
Jamee Kim Layla Alice Lili Courtney

APPENDIX 2: Letter of Support Woodville Kids Club

Woodville Kids Sports Clubs and Activities
(After School)
amhapuku@hotmail.com
Woodville

25 February 2025

To Whom it May Concern

Woodville Skate Park Project

Our afterschool clubs have been running since 2020 in Woodville, providing local tamariki with sports and activities not offered through school. They provide a social, safe, active and fun environment for all.

Establishing these activities was a quick fix for a long-term issue – the lack of facilities in Woodville for tamariki and rangatahi. This is one of the main reasons why this club fully supports the Woodville Skate Park Project.

A Skate Park in Woodville would ensure young ones can enjoy themselves through a raft of activities (Skating, using their scooters, skateboarding etc) while not having to travel and keeping safe. One of our main aims is to ensure young ones are active, instead of sitting on their devices all the time. This park would help with keeping them active while socialising with their friends and/or family.

We look forward to the skate park being finally built!

Ngā mihi nui



Ann-Marie Hapuku
Coordinator
Woodville Kids Sports Clubs and Activities

APPENDIX 3: Letter of Support Sport Manawatū



13th February 2025

To Whom It May Concern,

As the Tararua Community Connector for the Tararua District, I am pleased to offer my full support for the Positively Woodville Skate Park Project. This initiative will provide a much-needed recreational space for the youth of Woodville, offering a safe and engaging environment for play and outdoor activities.

Currently, Woodville lacks adequate recreational and play areas, particularly for children and teenagers aged 0–18. There is no designated space where families and young people can safely enjoy skateboarding, scootering, biking, and other activities. This project will address that gap by creating a dedicated area that promotes active recreation, benefiting the community both physically and socially.

Encouraging daily active recreation is essential for our health and well-being. The Skate Park will serve as an accessible space that fosters outdoor play, social interaction, and physical fitness.

This facility is long overdue and has been strongly advocated for by the town's youth for several years. I wholeheartedly support this funding application and urge you to give it your serious consideration.

Yours sincerely,

A handwritten signature in black ink that reads 'Raylene Treder'.

Raylene Treder
Tararua Community Connector – Sport Manawatu
Sport Tararua is a branch of Sport Manawatu
57 Huxley Street
Pahiatua
027 379 0612

APPENDIX 4: Letter of Support Woodville Primary School



Letter of Support: Woodville Community Skate Park

Kia ora koutou,

I am writing this letter in strong support of the proposed skate park for the Woodville community. I believe a public skate park would be an invaluable asset, providing significant benefits for our local youth and whānau, especially given the socio-economic challenges in our township.

Beyond the obvious physical benefits, a skate park builds crucial life skills. Young people learn **perseverance** as they practice and master new tricks, which boosts **self-esteem** and **confidence**. The skate park will help to bring together people of different ages, genders, and backgrounds. This can be particularly impactful in a low socio-economic area, providing a constructive outlet and a sense of belonging that can help steer youth away from negative behaviors and potential crime.

A well-designed and maintained skate park serves as a community hub, attracting not just skaters but also spectators and whānau. It provides a free, accessible recreational space that can be enjoyed by everyone. By repurposing underused land, a skate park can revitalize a community space and serve as a source of local pride. It can also create a positive ripple effect by drawing visitors from nearby areas, which may lead to economic benefits for local businesses.

Investing in a skate park is an investment in our community's future. It shows our youth that they are valued and that their well-being is a priority. This is more than just a recreational facility; it's a foundation for building a healthier, more connected, and more resilient Woodville.

Thank you for your consideration.

Ngā mihi,

Wes Va'ai-Wells
Tumuaki | Principal
Woodville School

APPENDIX 5: Extracts from Woodville Community Plan

Community Priorities

Through community consultation, the Woodville community has identified priority areas for development:



High-quality amenities

We're committed to creating a welcoming and supportive environment. By enhancing our facilities and services, we aim to attract new residents and visitors who will enjoy everything our community has to offer.



Build our identity and tell our story

We embrace our history and culture to create a vibrant community identity. By celebrating our past and sharing our stories, we build pride and connection for generations to come.



Thriving business community

Our community supports local businesses and takes pride in our main street. We invest time and effort into beautifying the area and hosting events that benefit everyone.



Strong community connections

We believe in the power of connection. By building relationships and supporting each other, we create a vibrant community where everyone can thrive together.



Skate Park

Description

- ▶ The purpose of the project is to create an enduring and appealing skate park in Woodville, providing a safe and engaging recreational space for children and young people.
- ▶ This will be achieved by designing and constructing a well-thought-out facility tailored to skaters of all abilities, involving young people in the planning process, and leveraging community and expert input to ensure a sustainable and high-quality build.

Stakeholders

Who is responsible (leading):

- ▶ Positively Woodville

Who is supporting:

- ▶ Taranua District Council
- ▶ J-Stone Skate Parks
- ▶ Pahiatua Bush Multisport Trust (advisory role)

Who needs to be consulted:

- ▶ Positively Woodville – via committee meetings
- ▶ Woodville Recreation and Play (WRAP)
- ▶ Woodville Kids Sports Clubs and Activities

Who must be kept informed:

- ▶ Woodville residents – via community updates and social media
- ▶ Taranua District Council – via Community Plan reviews and long-term planning processes

* Waireka Community Trust funding is contingent on all project funding being secured and evidence provided that project is ready to proceed.

Timeline

- ▶ 2024: Fundraising
- ▶ Early-2025: Commission Detailed Design from J-Stone Skate Parks; submit to Council for site location approval; and submit final application for remainder of required project funding.
- ▶ Late-2025: Receive decision on final application for project funding and pending successful funding application, construction starts.

Success Indicators

- ▶ Skate Park construction completed
- ▶ Active use of the facility by children and young people
- ▶ Positive community feedback on the facility
- ▶ Low ongoing maintenance costs due to high-quality construction

Anticipated Costs

- ▶ Total project cost: \$450,000–500,000
- ▶ Estimated annual maintenance: \$500

Funding

- ▶ **Total funding secured = \$301,000**
Positively Woodville (\$6,000)
Waka Kotahi Recreational Path Fund (\$25,000)
Taranua District Council (\$200,000)
Bush Charitable Trust (\$20,000)
Waireka Community Trust (\$50,000*)
- ▶ **External funding to be sought**
Application to Department of Internal Affairs Lottery Community Facilities Fund opening in January 2025.

APPENDIX 6: Survey Results

Community Site Preference

Survey Question:
Which site would
you prefer?

Online survey

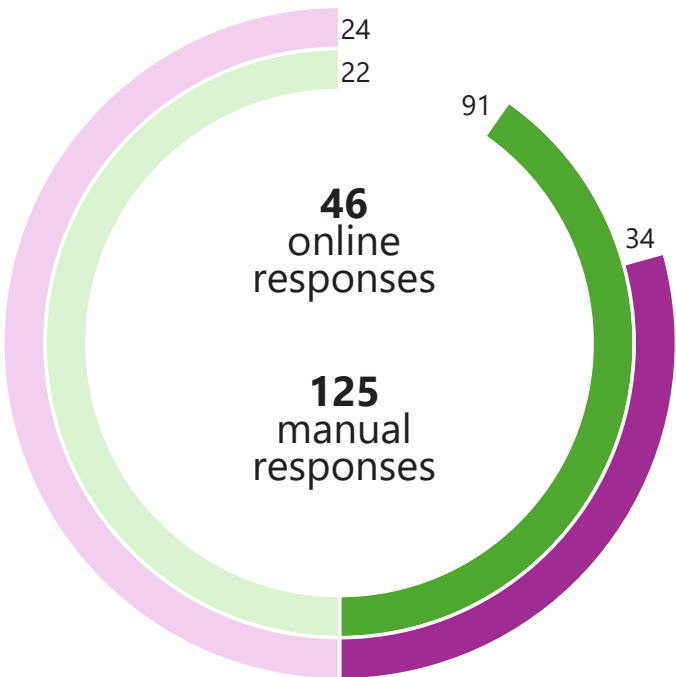
Ross Street

Recreation Grounds

Manual survey

Ross Street

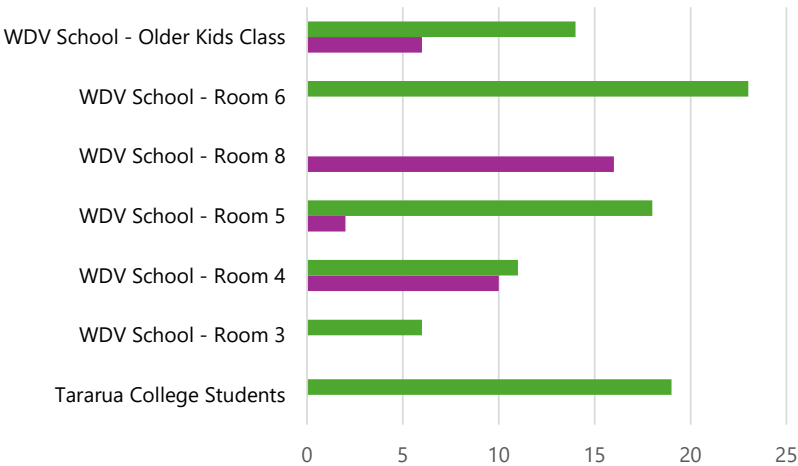
Recreation Grounds



Classroom Consultation:
Which site would
you prefer?

Ross Street

Recreation Grounds





Report

Date : 17 September 2025

To : Mayor and Councillors
Tararua District Council

From : Mike Dunn
Three Waters Manager

Subject : **Capital Expenditure Report - Carry Forwards 2024/25**

Item No : **9.3**

1. Recommendation

- 1.1 *That the report from the Three Waters Manager dated 08 September 2025 concerning the Capital Expenditure Report - Carry Forwards 2024/25 be received.*
- 1.2 *That the Council approves the carry forwards as outlined in section 4.1 of the report of the Manager – 3 Waters dated 8 September 2024 for addition into the 2025-26 year's capital budget.*

2. Executive Summary

On 27 August 2025, we reported that we have completed 83% of our capital works programme, with \$46.4m delivered of the \$55.8m budget, a net underspend of \$9.4m.

We have now completed some further adjustments for audit purposes including final allocation of overhead and accrual of final invoices to 30 June 2025.

The draft Annual Report has a \$47.0m expenditure against \$56.9m budget (unchanged at 83% completion). Of the budgeted unspent amount, \$3.8m is for the Pahiatua pool and \$4.8m for the Dannevirke water supply.

We have now completed the review of recommended budget to carry forward. These items are not included in the 2025/26 Annual Plan and total \$13.8 million. They have previously been approved and/or consulted on by Council. However, funding for costs have been provisioned in the 2025/26 Annual Plan. Of the carry-forward amount roading exceeded budget by \$5.7m and \$1.8m of projects have been completed and funding is not required to be carry-forward.

The carry forwards projects and amounts are noted in detail in this report. A number of these are under construction/ acquisition, contracted or being tendered and may have significant impact on the current year's work programme.

We are pleased that all major projects remain on track, despite challenges from Cyclone Gabrielle Recovery and resourcing constraints.

3. Reason for the Report

- 3.1 To identify and seek approval for carry forwards of unspent budgets to the 2025/26 financial year.

4. Discussion

- 4.1 Through a strong year 1 of delivery, we have ensured that our carry forwards are limited to those projects that are committed and/or under contract. Noting the timing adjustments regarding transportation in the end of year performance report the requested carry forward totals \$13.762 million. While this is a large carry forward, two key points should be noted that this is primarily due to the included budgeted figures for the new Pahiatua Pool (external funding) and the Dannevirke impound supply program of works.
- 4.2 Carry forwards were submitted and monitored throughout the year by our Projects Coordinator and tracked in our Project, Programme and Portfolio Management meetings to ensure alignment with the Long-Term Plan (LTP). These were tracked against intended outcomes, confirming that projects are being delivered as planned. During the Annual Plan process a full review of resourcing was conducted to ensure delivery. Subsequently, as part of the Annual Report review process, all submissions were compiled, reviewed, and assessed to confirm that they were either contractually committed or actively progressing. Collaborative reviews with the Executive and Finance teams ensured that all approvals and denials were appropriately considered. As a result, all carry forwards have been accurately forecasted and following the finalisation of the previous financial year's budgets, the required carry overs have now been formally submitted.
- 4.3 As evidenced in this report, a focused and coordinated approach to delivering the LTP has been applied across all portfolios. Over the past year, we've seen strong momentum build across key projects, even in the face of ongoing changes related to the Three Waters reform, Cyclone Recovery efforts, and operational resourcing constraints. Despite these challenges, all major projects remain on track for delivery. We continue to operate with transparency and purpose, ensuring our work remains aligned with the strategic goals and long-term benefits set out in the LTP.

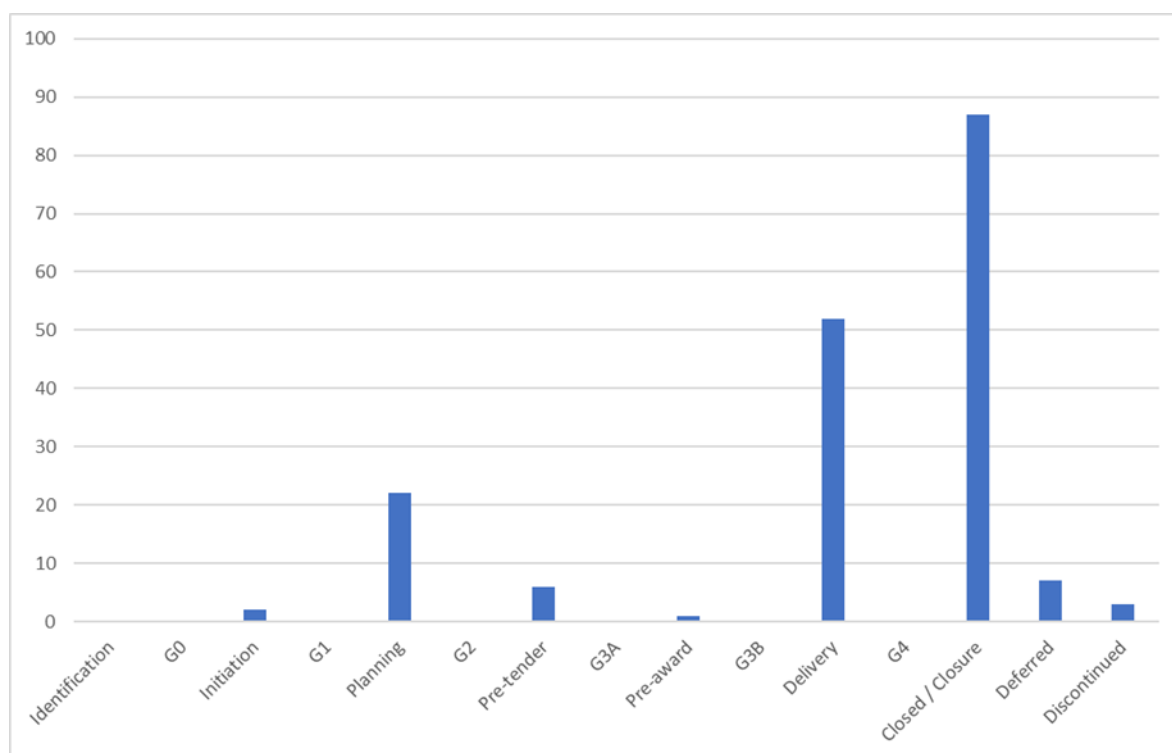
5. Background

- 5.1 Over the past year, our small team has maintained a strong focus on delivering the LTP Year 1, despite navigating a range of competing priorities that introduced operational complexities and resourcing challenges. Key initiatives such as Cyclone Recovery efforts, the Three Waters CCO, and other major programmes have added to this complexity. In particular, the Dannevirke Impounded Supply has presented significant challenges, requiring us to adapt both our planned deliverables and strategic direction as reported throughout the previous financial year.
- 5.2 This year officers were able to complete \$46,969,089 representing a completion rate of 82.53% this compares to a completion rate of 75.20% of the 2023/2024 capital programme. Council is focused on continuing this trend of increased completion rates year on year.
- 5.3 Within the capital expenditure budget for 2024/2025 two large multiyear projects are still in delivery as had been intended when setting the LTP, these two projects make up \$8,717,517 of the carry forward total of \$13.762 million. The first is the new Pahiatua Pool, this project was budgeted over two years with the first year the Bush Aquatic Community Trust portion of the project to be vested back into Council and the second year being Council's portion of the project of \$2,500,000. This project was set up so that Council would commit its portion of the funding on the satisfaction that Bush Aquatic Community Trust had secured the remainder of the funds required for this project. This was to ensure Council's portion of this build did not exceed the commitment made within the LTP. This project is currently in the procurement phase.
- 5.4 Second large project that was budgeted was the Dannevirke Impounded Supply. This budget was also a two-year programme where Council had budgeted for the purchase of land, funding for a new bore, pretreatment, raw water storage and a new treated water reservoir tank. This project was handed over to the PMO to manage in October 2024 and moving forward, with the exception of the bore, all of these projects were underway at year end with the purchase of land completed July 2025. The original budget allowed for a full rebuild, was later determined as unfeasible under current conditions, as a long-term repair and resilience measures became a more desirable approach. Due to further development and analysis the budget remained significantly underspent while appropriate due diligence was performed on the engineering solutions. Under the PMO management and with the Impounded Supply leak stabilising, officers have proposed utilising this budget to ensure resiliency measures are in place for this asset by construction of a clarifier which will enable Council to treat water at a higher turbidity level and reducing the reliance on the impound supply during high rain events. This is currently out to market for procurement. This option gives us the ability to continue monitoring the impound and better posture ourselves for future options considering the raw water storage. Having majority of this budget in year 1 of the LTP allowed Council the ability to react quickly if required with the uncertainty at

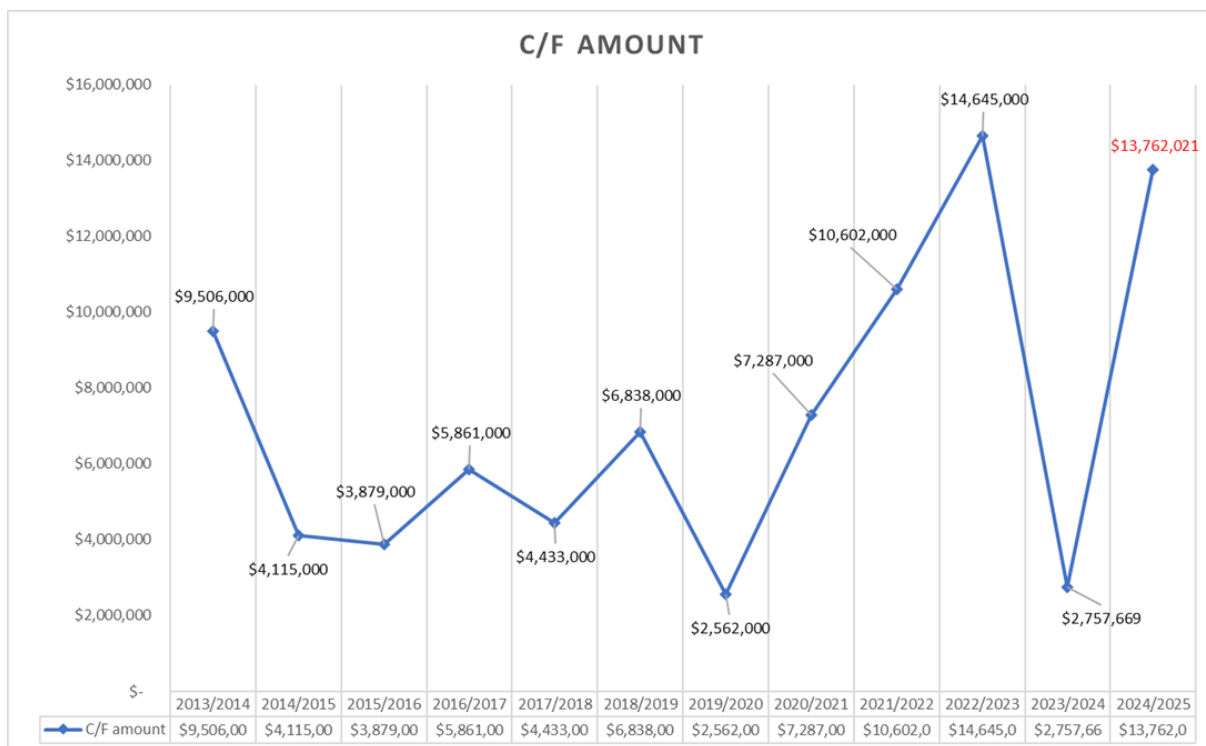
the time with the Impounded Supply, with the stabilisation of the leak Council has the ability to ensure it is spending the budget in areas that will build the most resilience to our network.

5.5 We continue to apply a disciplined and adaptive project management approach, which is supporting the successful delivery of what is a complex and ambitious programme. While some projects have experienced underspends, these have primarily been due to design complexities, project interdependencies, and constrained resources all of which the team has actively managed throughout the year.

5.6 As represented in the chart below, from a total of 180 projects for the 2024/25 financial year, 87 projects were completed / in closure and 52 are in delivery. 31 projects are in planning i.e. assessment of options, designs, development of delivery plans and procurement.



5.7 The total amount proposed to be carried forward into the 2025/26 financial year from the 2024/25 budgets is \$13,762,021. While this represents another high carry forward, a significant portion totalling \$8.718 million is due to external funding allocated at the adoption of the LTP for the Pahiatua Pool and the Dannevirke Impounded Supply Programme. It is important to note that we have prioritised and resourced our portfolio accordingly and are currently engaging with the market on these projects moving them along our project management lifecycle.



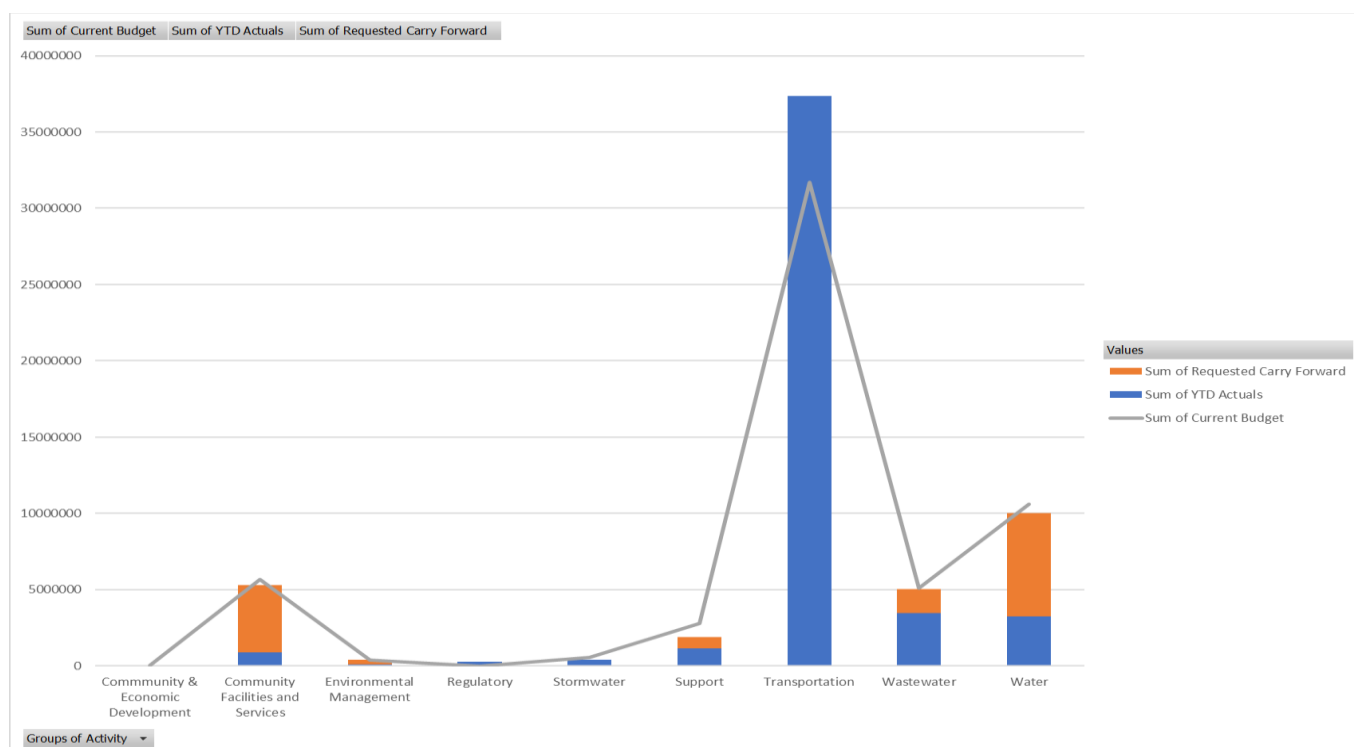
6. Projects Proposed for Carry Forward

6.1 The following table highlights (in green) the proposed carry forwards sought for approval:

9.1 Water Services Organisation - Wairarapa Tararua Water Draft Constitution and Shareholders' Agreement
Attachment 2 Wairarapa Tararua Water Constitution - Draft for Council Approval on 24 September 2025

	Sum of Current Budget	Sum of YTD Actuals	Requested Carry Forwards	Comment
Community Facilities and Services	\$ 5,678,401	\$ 884,498	\$ 4,407,886	
Admin Buildings Renewal	\$ 14,392	\$ -		
Akitio Esplanade Toilet	\$ 112,970	\$ -		
Animal Control Renewal	\$ -	\$ 3,370		
Barraud St Toilet Renewal	\$ 5,500	\$ 5,181		
Camping Grounds	\$ 6,256	\$ 6,164		
Camping Grounds Renewal	\$ 5,800	\$ 5,727		
Cemeteries	\$ 189,845	\$ 77,613	\$ 106,249	Project completed August
Community Buildings	\$ 251,320	\$ 49,674	\$ 187,335	Projects completed July
				Carnegie schedule reviewed as per Annual Plan. Consultants and Contractors engaged for consents and engineering report for options. To be received September
Community Buildings Renewal	\$ 391,128	\$ 104,021	\$ 87,500	Project completed August
Dannevirke Camping Grounds Hardstand	\$ 15,420	\$ 14,219		
Dannevirke Sports Centre	\$ 9,000	\$ 11,591		
Eketahuna Community	\$ 3,500	\$ 2,934		
Eketahuna Grandstand	\$ 40,000	\$ 26,658		
Libraries	\$ 151,606	\$ 155,036		
Libraries Renewal	\$ 2,054	\$ -		
Pahiatua Carnival Park	\$ 92,430	\$ 71,102	\$ 21,328	Ablution block construction complete September
Pahiatua Pool	\$ 4,011,108	\$ 127,480	\$ 3,883,628	External funding. Pahiatua Pool engaged with market contractors to negotiate contract and construction
Parks & Reserves	\$ 70,170	\$ 13,233		
Parks & Reserves Renewal	\$ 15,420	\$ 3,913	\$ 5,000	Project completed August
Pensioner Housing	\$ 85,324	\$ 84,863		
Playground Equipment Renewal	\$ 114,108	\$ 41,697	\$ 80,845	Woodville playground completed August
Public Conveniences Renewal	\$ 68,876	\$ 9,883	\$ 36,000	Projects completed August
Swimming Pools Renewal	\$ 8,224	\$ -		
Waihi Falls Toilet	\$ 13,950	\$ 70,140		
Environmental Management	\$ 382,056	\$ 126,389	\$ 301,528	
Emergency Management	\$ -	\$ 30,904		
Solid Waste	\$ 354,300	\$ 81,718	\$ 301,528	External funding. Recycling bays in construction September
Solid Waste Renewal	\$ 27,756	\$ 13,767		
Regulatory	\$ -	\$ 292,384		
Compliance Schedule	\$ -	\$ 10,836		
Building Compliance	\$ -	\$ 281,548		
Stormwater	\$ 585,346	\$ 392,631		
Stormwater	\$ 257,000	\$ 392,631		
Stormwater Renewal	\$ 328,346	\$ 0		
Support	\$ 2,771,718	\$ 1,140,213	\$ 747,059	
Admin Buildings	\$ -	\$ 34,221		
Admin Buildings Renewal	\$ 102,800	\$ 200,952		
BOF - Digitisation of Council Records and intro of E-services	\$ 205,400	\$ -		
District Promotion & Development	\$ 22,594	\$ -	\$ 64,654	EV ducting engaged with contractors. September options for installation to be reviewed
Information Services	\$ 1,238,307	\$ 412,917	\$ 645,405	Scada server upgrades 80% complete August
				Intranet upgrade 90% complete August
				Network switches committed as progressing through contract negotiations
Information Services Renewal	\$ 41,080	\$ 17,569		
Support	\$ 11,297	\$ 2,109		
Support Renewal	\$ 893,490	\$ 155,425		
Vehicles	\$ 256,750	\$ 317,022	\$ 37,000	Project completed July
Transportation	\$ 31,702,419	\$ 37,379,310		
Footpaths	\$ 266,667	\$ 45,001		
Roading	\$ 29,497,992	\$ 36,547,069		
Roading Renewal	\$ 1,937,760	\$ 877,242		
Wastewater	\$ 5,124,551	\$ 3,484,997	\$ 1,538,484	
Eketahuna Wetland	\$ 337,119	\$ 343,225	\$ 4,412	Project completed July
Infiltration and Inflow Programme	\$ 592,000	\$ 295,644	\$ 72,000	Contract value remaining for I&I investigation and manhole remediations
Pahiatua WwTP Upgrade	\$ 589,000	\$ 120,681	\$ 468,319	Build contract awarded following Annual Plan approvals
Pahiatua Wastewater Programme	\$ 579,792	\$ 159,354	\$ 420,439	Build contract alongside WwTP upgrade as programmed
SCADA	\$ 215,880	\$ 87,985	\$ 127,895	Scada upgrades underway as prioritised sites. 5 contracts in place for delivery of multiyear programme
Wastewater	\$ 893,108	\$ 825,909	\$ 210,112	Network designs contracted for surveys, concept designs and developed designs.
				Security systems installation scheduled in coordination with Water Security systems.
Wastewater Fencing	\$ 77,100	\$ 4,217	\$ 72,883	Project completed August
Wastewater Renewal	\$ 1,755,228	\$ 1,647,982	\$ 77,100	Wastewater consent renewals. Contracts engaged and reports being finalised September
Woodville Wetland	\$ 85,324	\$ -	\$ 85,324	Contracted for Developed design. Currently in delivery
Water	\$ 10,625,727	\$ 3,239,916	\$ 6,767,066	
Backflow Strategy and Devices	\$ 154,200	\$ 15,588	\$ 138,612	Backflow Strategy underway.
				Backflow devices required as part of the universal water metering project to be delivered concurrently.
				Historic works required to be addressed current delivery being reforecast.
Dannevirke Impounded Supply Programme	\$ 5,037,200	\$ 203,311	\$ 4,833,889	Sampling, Requirements, Geotech and Hydraulic modelling (in draft) investigations finalised August
				Pretreatment currently out to market September
				Submersible Pumps scheduled for December
				Dannevirke Treated Reservoir lead contractor negotiations for Design and Build
Dannevirke Intake Pipeline	\$ 114,770	\$ -	\$ 114,770	Work contracted for October due to parts on order
Leakage Programme	\$ 154,200	\$ 80,677	\$ 73,523	Initial detection completed August. Investigation into site points of interest and sampling
Pahiatua Membrane Renewals and Modifications	\$ 339,240	\$ 41,703	\$ 297,537	Modifications to storage completed. Final installation of chemical lines scheduled.
SCADA	\$ 215,880	\$ 134,545	\$ 81,336	Membrane autopsy report completed August.
				Scada upgrades underway as prioritised sites. 5 contracts in place for delivery of multiyear programme
Water Generator Programme	\$ 298,120	\$ 59,366	\$ 238,754	Delivered and installed awaiting electrical tie in.
Water Supplies	\$ 2,178,876	\$ 894,937	\$ 868,102	Network designs contracted for surveys, concept designs and developed designs.
				Dannevirke Alternate Source Infrastructure - investigations completed.
				Delivery aligned to Dannevirke Water permit and Dannevirke Impounded Supply Water Programme.
				Water Security Systems installation by site underway as at September.
Water Supplies Renewal	\$ 2,009,881	\$ 1,721,342	\$ 85,630	Consents renewals under contract and underway
				Akitio treated storage tank installation. Delivered August. Connections scheduled.
Woodville Reservoirs	\$ 123,360	\$ 88,449	\$ 34,911	Market engaged as programme with Dannevirke Reservoir works.
Community & Economic Development	\$ 42,060	\$ 28,752		
Digi Trailer	\$ -	\$ 28,752		
District Promotion & Development	\$ 42,060	\$ -		
Grand Total	\$ 56,912,278	\$ 46,969,090	\$ 13,762,021	

6.2 The following chart highlights the carry forwards requested against actuals spent noting the total budget. Graphically showing our progress of the long-term plan year 1 projects and programmes, we have gotten underway and/or delivered. Some noted committed carry forwards that are either already in delivery or have been completed within the first quarter are the Scada server renewals, Pahiatua Carnival Park ablution block, Eketahuna Wetlands and a wide programme of scheduled works in the Community Facilities works.



6.3 The impact of these carry forwards is an increase in total capital budget of works for the FY 25/26 from \$46.785 million to \$60.547 million. It is worthwhile noting here that the Year 2 budget comprises key projects and programmes including \$12 million for ongoing Cyclone Gabrielle Recovery, and as re-forecasted in the Annual Plan the Scada programme, Wastewater programmes for Pahiatua, Eketahuna and Woodville as well as the Dannevirke Impounded Supply Programme. Additionally, the external funding for both the Pahiatua pool and the Solid Waste projects. The reporting and delivery of year 2 has already begun and the carry forwards requested have been maintained for delivery in order to continue alongside our programmed works.

6.4 The risks associated should carry forwards be delayed or declined means we will require immediate direction on all current and planned projects. These have been consulted on through the LTP and APs, promised to our community and consistently

reported through our established project governance framework and regular programme reporting. There is a significant risk to the organisation if this course is taken including breaches of contractual obligations, which will need to be formally consolidated and addressed. This would necessitate halting all in-train major multiyear delivery initiatives some of which have already been completed in line with year-end commitments. The implications of inaction at this stage are significant and will impact operational continuity, delivery, compliance and stakeholder confidence.

7. Funding Breakdown

7.1 The Capital works projects require funding from different sources. The financial breakdown and funding types are as follows:

Funding Type	Sum of Requested Carry Forward	Percent
External	\$ 4,185,156	30.41%
Loan	\$ 8,012,494	58.22%
Renewal	\$ 1,527,371	11.10%
Sale Proceeds	\$ 37,000	0.27%
Grand Total	\$ 13,762,021	100.00%

7.2 To further explain, the projects requiring carry forward are funded through four distinct mechanisms:

7.2.1 Externally funded projects

7.2.1.. Externally funded projects are dependent on the external funding being received, in this case, the majority is relating to the new Pahiatua Pool project. Depreciation of these types of capital spends are within the rates calculation after the year of project completion.

7.2.1.. Rates Impact: Nil

7.2.2 Loan funded projects

7.2.2.. Loan funded projects have not had the external borrowings drawn down for these projects yet. Council updated majority of these projects in the 2025/2026 Annual Plan (particularly the Dannevirke Impound Supply being \$4,833,889 of this total) to reflect how they were progressing at the time of the adoption of the Annual Plan and it is confirmed this depreciation cost was deferred into the 2027 plan.

7.2.2.. Rates Impact: Nil

7.2.3 Renewals funded projects

7.2.3.. Renewal funded projects are funded by the depreciation reserve Council holds for each activity. Council doesn't rate for these renewals rather it rates for

depreciation and the depreciation that is rated for, is put into the depreciation reserves.

7.2.3.. Rates Impact: Nil

7.2.4 Sale Proceeds

7.2.4.. Funded projects, this purchase relates to the purchase of a new vehicle and is to be funded by the motor vehicle sale proceeds Council received in the 2024/2025 financial year of \$122,494.

7.2.4.. Rates Impact: Nil

7.3 Overall Summary

7.3.1 The carry forward of capital expenditure projects into 2026 will have minimal impact on ratepayers:

7.3.1.. Total rates impact: 0.50% increase in total rates bill

7.3.1.. Average cost per ratepayer: Approximately \$17.50

7.3.1.. Primary cost driver: Interest on borrowings only

7.3.2 The majority of carried forward projects have no immediate rates impact, as they are funded through external sources, existing reserves, or sale proceeds. Council will continue to adjust loan balances during the annual plan process to ensure accurate budgeting for these projects.

8. Conclusion

8.1 While \$13.762 million is a significant carry forward amount, these are strategic projects with long-term benefits, and our commitment to the delivery of the LTP remains firm. Despite the limitations of a small team, we have taken a focused and structured approach to planning, ensuring resources are used effectively and that project momentum is maintained.

Attachments

Nil.



Report

Date : 19 September 2025

To : Mayor and Councillors
Tararua District Council

From : Sarah Walshe
Finance Manager

Subject : **2024/2025 Transportation Budget Carry Forward Request**

Item No : **9.4**

1. Recommendation

- 1.1 *That the report from the Finance Manager dated 15 September 2025 concerning the 2024/2025 Transportation Budget Carry Forward Request (as circulated) be received and the contents noted.*

2. Reason for the Report

- 2.1 As signalled in the 12 month performance report to Council on the 27th August 2025 this report is to request a carry forward for deferred spending of the transportation budgets as at 30 June 2025.

3. Background

- 3.1 Council rates for the transportation budget are aligned with the Roding three-year National Land Transport Programme (NLTP).
- 3.2 Every three years, Council is required to submit a funding application to Waka Kotahi NZ Transport Agency, referred to as Council's NLTP bid. This submission encompasses Council's proposed programme of works and asset management plans for the roading network over a three-year cycle.
- 3.3 The full three-year programme and Council's portion of co-funding are rated for over the first three years of the LTP, which was published august 2024

- 3.4 In the 2025/2026 Annual Plan, Council has adjusted its roading budgets to align with the funding approved by Waka Kotahi NZ Transport Agency. These amendments were reflected within its financial system, so as to align to the LTP in year three and onwards.

4. Proposed Carry Forward

- 4.1 Both Council and NZTA Waka Kotahi developed priorities separately between the initial Council submission and the programme approval. TDC focussed on the completion of Route 52 and Cyclone Gabrielle works which were 97.5-100% externally funded.
- 4.2 When confirmation from NZTA priority spends was received, it required Council to prioritise pothole prevention work and other additional approvals by NZTA.
- 4.3 These factors resulted in Council not fully spending its operational and capital transportation budgets. Council had rated for these in the 2024/2025 financial year. This ratepayer funds are proposed to be deferred into the 2025/2026 year, with the works being completed within this financial year.
- 4.4 As the NLTP programme is rated over a three-year period, officers seek a resolution to transfer the unspent funding from the 2024/2025 year relating to both operational and capital budgets to the roading reserve, thereby making these budgets available for use in the 2025/2026 financial year (year 2 of the NLTP).
- 4.5 Below is the detail of the confirmed work in progress projects in the NLTP budget, and amounts rated over each financial year:

Roading Opex - Subsidised	Sub	NLTP included in LTP	FINAL NLTP Budget	Budgets Year 1 2024/2025	Budgets Year 2 2025/2026	Proposed Budgets Year 3 2026/2027	2024/2025 Carry Forward Requested
Drainage Routine Maintenance	73%	5,600,254	3,999,964	1,866,751	1,309,322	823,891	673,930
Environmental Maintenance	73%	3,599,807	3,898,277	1,199,936	1,276,036	1,422,305	- 76,164
Level Crossing Warning Devices	73%	107,726	103,952	35,909	34,027	34,016	9,454
Network & Asset Management	73%	2,917,421	2,605,408	972,474	852,837	780,097	234,166
Sealed Pavement Maintenance	73%	9,157,916	8,999,918	3,052,639	2,945,973	3,001,306	313,227
Structures Maintenance	73%	1,601,102	1,736,939	533,701	568,558	634,680	36,137
Traffic Services Maintenance	73%	1,268,504	1,368,808	422,835	448,057	497,916	- 90,479
Unsealed Pavement Maintenance	73%	2,294,232	2,306,899	764,744	755,125	787,030	- 124,950
Unsealed Rd Metalling	73%	1,517,011	1,599,986	505,670	523,729	570,586	505,670
Emergency Reinstatement	73%	1,074,207	1,157,959	358,069	379,039	420,851	147,315
TOTAL Roading Operating Budgets		29,138,180	27,778,110	9,712,727	9,092,703	8,972,680	1,628,305

		NLTP included	FINAL NLTP	Budgets	Budgets	Proposed	2024/2025
Roading Capex - Subsidised	Subs	in LTP	Budget	Year 1	Year 2	Budgets	Carry
				2024/2025	2025/2026	Year 3	Forward
						2026/2027	Requested
Drainage Renewals	73%	3,582,671	1,999,983	1,194,224	654,661	151,098	620,034
Pavement Rehabilitation	73%	7,562,646	8,806,806	2,520,882	2,882,761	3,403,163	431,320
Sealed Rd Resurfacing	73%	13,230,296	15,148,459	4,410,099	4,958,596	5,779,764	- 165,721
Traffic Services Renewal	73%	852,678	723,725	284,226	236,899	202,600	- 19,103
Unsealed Rd Metalling Heavy Metal Over	73%	1,517,011	1,599,986	505,670	523,729	570,586	- 275,519
Minor Improvements	73%	600,000	3,540,126	200,000	2,000,000	1,340,126	200,000
Bridge Renewals	73%	904,529	829,871	301,510	301,510	226,851	- 252,756
Structures Component Replacements	73%	1,199,026	1,100,061	399,675	330,221	370,165	399,675
TOTAL Rooding Capital Budgets		29,448,857	33,749,017	9,816,286	11,888,377	12,044,354	937,929

5. Conclusion

- 5.1 Overall proposing to carry forward an operational transport budget of \$1,628,305 (of which Council has rated \$439,642 in 2024/2025 financial year), and a capital budget of \$937,929 (Council's portion of this funding being \$253,241 funded by way of the current depreciation reserve).

Attachments

Nil.



Report

Date : 19 September 2025

To : Mayor and Councillors
Tararua District Council

From : Fontayne Chase
Facilities Manager

Subject : **Tararua District Council Omnibus Reserve Management Plan - Final Draft**

Item No : **9.5**

1. Recommendation

- 1.1 *That the report from the Facilities Manager dated 28 August 2025 concerning the Tararua District Council Omnibus Reserve Management Plan - Final Draft be received.*
- 1.2 *That the Tararua District Omnibus Reserve Management Plan be approved for adoption by Council*
- 1.3 *That the Council delegate to the General Manager – Operations the authority to approve any minor amendments to the Reserve Management Plan prior to publication.*

2. Reason for the Report

- 2.1 To seek approval from the Council to adopt the draft Tararua District Omnibus Reserve Management Plan.

3. Background

- 3.1 The Council manages parks, reserves and open spaces 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.

3.3 The Tararua District Omnibus Reserve Management Plan was prepared following the process in section 41 of the Reserve Act. This included:

- the first round of public consultation was held in September 2023
- the second round of public consultation was held in May – June 2025
- a submissions hearing held on 9 July 2025
- engagement with iwi and key stakeholders throughout the development of the plan

3.4 The Scope of the Plan is shown below:

In Scope	Out of scope
• Most land held under the Reserves Act 1977 • Land used for parks or recreation held under the Local Government Act 2002	• 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 plan once adopted will:

3.5.1 Replace existing reserve management plans for Dannevirke Domain and Ākitio Reserve,

3.5.2 Provide a policy framework to manage use, protection and development of parks and reserves across the Tararua District,

3.5.3 Ensure council complies with the requirements of the Reserve Act to have a reserve management plan for most types of reserves held under the Act.

3.6 Timeline for the development of the Reserve Management Plan

The timeline below gives an overview of key decisions and actions in developing the plan

July 2023	The Facilities Manager met with Domain Board representatives to discuss the Reserves Management Plan , followed by a survey completed by 13 boards	Engagement with mana whenua throughout the development of the plan
Aug 2023	Council approval to publicly notify the intention to prepare a reserve management plan under section 41 of the RA	
31 Aug-25 Sept 2023	First round of public consultation (intention to prepare a reserve management plan) Public notice also appearing in The Bush Telegraph on 4th, 11th and 25th of September 2023	

Nov/Dec 2023	Review of feedback from 19 individuals. Reserve specific feedback was largely operational in nature.	
Jan 2024-March 2025	Drafting the reserves management plan	
April/May 2025	Public notification of the draft plan opened (second round of consultation) 14 April and closed 20 June 2025	
9 July 2025	Extraordinary Meeting of Council sitting for the purpose of hearing submissions on the draft plan	
30 July 2025	Deliberations of feedback and submissions heard relating to the draft plan	

4. Communication

- 4.1 The hearing for the draft Plan was held as part of an Extraordinary Meeting of Council specifically held for the purpose of hearing submissions. This was conducted on 9 July 2025. The hearings panel comprised all Councillors and was chaired by Mayor Tracey Collis.
- 4.2 The hearing was informed by 12 written submissions with five verbal submissions presented at the hearing. An analysis of the submissions and staff recommended amendments to the draft Plan was prepared for the hearings panel (see Attachment 1).

5. Submission Themes

- 5.1 Public submissions on the Tararua District Reserve Management Plan raised a range of issues. Overall, submitters supported the plan's intent but emphasised the need for earlier engagement and greater recognition of volunteer groups and Domain Boards. A summary of submission points are included in Attachment 1.
- 5.2 Many submission points related to operational matters; safety and maintenance were recurring issues, with reports of unsafe tracks, buildings, and walkways and calls for more bins.
- 5.3 Submitters urged the Council to improve upkeep and support volunteer caretakers.
- 5.4 The Mana Whenua Partnership policy drew mixed views. Community groups felt excluded despite long-standing contributions and existing Māori representation, calling for more inclusive planning.
- 5.5 Heritage protection was a priority, with calls to equally value European settler and Māori history and prevent further loss of historic structures.
- 5.6 Environmental feedback included support for the tree policy and climate goals, but concerns over lack of specificity relating to weed and pest control.

- 5.7 Water management was seen as well-handled by current systems, with suggestions to integrate iwi and public participation. Submitters also sought clarity on occupation agreements and grazing licenses.
- 5.8 Naming of reserves prompted strong opposition with emphasis on preserving existing names and consulting local communities on naming and renaming proposals.

6. Deliberations Summary

- 6.1 Officers prepared a submission summary, including a staff response and recommendations for changes based on submission points, to assist deliberations (refer to Attachment 1).
- 6.2 During its 30 July 2025 meeting, Council reviewed public feedback on the draft Reserve Management Plan and considered staff responses to submission points (see Attachment 2, page 4 - 6 for a record of deliberations).
- 6.3 During deliberations, Council reaffirmed its commitment to community engagement, noting that the draft plan already includes multiple clauses requiring consultation. To reinforce this, Council supported strengthening and incorporating staff recommendation 21, inserting a new section titled “Domain Boards, Volunteers, and Community Partnerships” into Section 2: Strategic Goals and Issues proposed by officers in the submission summary and staff responses.
- 6.4 The statutory obligation to involve iwi in the Plan’s development was emphasised, and a proposal to include community groups alongside iwi in the wording was declined due to iwi’s higher legal status under the Treaty of Waitangi and relevant legislation.
- 6.5 The Plan’s framework for renaming reserves was confirmed, with a clear requirement for community consultation on any proposals to name or rename reserves.

7. Recommended Changes to the Plan

- 7.1 At the conclusion of the deliberation meeting the following resolution was passed: *That the Officer recommendations in the Tararua District Reserve Management Plan – Officer Responses to Submissions for amendments to the draft Tararua District Reserves Management Plan (RMP) be applied to the final version of the RMP for adoption by Council at its August 2025 meeting with Page 6 Meeting of Tararua District Council – 30 July 2025 consideration given to strengthening recommendation 21 re communication, naming of reserves and the wording regarding iwi and community.*
- 7.2 Attachment 3 tracks the recommended changes to the notified draft plan, as agreed by the hearings panel.

8. Approving the Final Plan

- 8.1 As the administering body of reserves and under the Minister of Conservation's delegation from June 2013, Council can approve or not approve the reserve management plan.
- 8.2 However, not approving the Plan carries significant risks, including non-compliance with section 40 of the Reserves Act 1977 which requires a management plan to be in place for each reserve. It also could undermine public engagement efforts to date, potentially damaging the public's trust and Council's reputation.
- 8.3 Staff recommend Council approve changes and adopt the Plan as shown in the Attachment 3. This includes all amendments agreed upon during deliberations, as outlined above.
- 8.4 Staff recommend that any further minor amendments to the Plan prior to publishing be delegated to the General Manager Operations.

9. Next Steps

- 9.1 The next step following approval will be to publish the Final Plan on the Tararua District Council website. Printed copies will be made available in local libraries and the Council offices.

Attachments

Nil.



Report

Date : 16 September 2025

To : Mayor and Councillors
Tararua District Council

From : Kawtar Tani
Group Manager - Strategy and Information

Subject : **Better Off Funding Timeline**

Item No : **9.6**

1. Recommendations

- 1.1 *That the report from the Group Manager - Strategy and Information dated 09 September 2025 concerning the Better Off Funding Timeline be received.*
- 1.2 *That the Tararua District Council's Urban Enhancement Strategy be adopted, with an effective date of 1 October 2025.*
- 1.3 *That the Group Manager Strategy and Information be delegated authority to make editorial and typographical amendments to the Urban Enhancement Strategy prior to publishing.*

2. Reason for the Report

- 2.1 To provide additional information on the timeline of the Better Off Funding fund, in relation to the adoption of the Urban Enhancement Strategy.
- 2.2 The report for Adoption of the Urban Enhancement Strategy 2025-2050 is attached. This report was presented to Council on 27 August 2025.

3. Rationale for Adopting the Strategy

- 3.1 Tararua District Council Urban Growth Strategy 2023-2053 outlines the urban and industrial growth across our four main town centres and rural villages for the medium to long term, over the next 30 years. This growth has been illustrated in spatial plans for our main town centres. The spatial plans have factored in restrictions on land and growth such as topography, natural hazard and land use class mapping in line with infrastructure planning and in the context of the

planning framework. The urban enhancement strategy is a by-product of the growth strategy that deals with the aspiration, long-term response to urban growth in our public spaces. This strategy may be used by these community groups to assist them with future funding applications for enhancement of our public spaces in our growing town centres. This is a tool to be used alongside the Community Led Development Plans.

- 3.2 The urban enhancement strategy will play a vital role in reinforcing our town's unique identities and heritage into the future. This strategy incorporates NZ Urban Design Protocol and Te Aranga Design principles which will help shape our town centres to reflect our diverse cultural landscape into the future. The urban enhancement strategy highlights the opportunities for the enhancement of our public spaces – how we can make them great places that we are proud of and want to spend time in. It offers a powerful tool to celebrate the character and history of the community, enhancing civic pride and creating memorable places that support tourism and local engagement. By embedding local values into the built environment, TDC can strengthen the emotional connection residents have with their towns.
- 3.3 Economically, Urban Enhancement can be a catalyst for revitalisation. Attractive, functional town centres draw investment, boost foot traffic, and support local businesses. Well-designed spaces increase property values and make more efficient use of land, contributing to long-term financial sustainability for us and for our communities alike.
- 3.4 Community engagement is also strengthened through Urban Enhancement. It provides a platform for meaningful participation, allowing our community to shape their environment and future. This inclusive approach builds trust, fosters collaboration across departments, and supports stronger partnerships with iwi, stakeholders, and regional agencies.
- 3.5 An Urban Enhancement Strategy enables strategic, long-term growth. It aligns with district and regional planning frameworks, ensures new development complements the town's scale and infrastructure capacity, and helps secure funding by demonstrating a clear, integrated vision. For Council, it's a practical and visionary tool that supports both day-to-day operations and long-term aspirations.

4. Timeline

- 4.1 The timeline below outlines dates associated with the Better Off Funding decision-making.
- 4.2 The agreement for the Urban Enhancement Strategy (previously called Urban Design Strategy) was signed by the Chief Executive on 03 July 2023, prior to Council's resolution to direct Better Off Support grant funding to other projects.

Date	Event
14 June 2022	Better Off Funding workshops
02 Dec 2022	Letter from DIA Approval of Five Projects: 1. Building Iwi capacity 2. Future Community Urban Design 3. Better Understanding of Urban Water Assets 4. Executing TDC Play and Recreation Strategy (PARS) 5. Developing Community Gardens and Associated Activity
16 Jan 2023	Media Release – Mayoral Column about the approved projects, specifically talking about urban design project Media Release from Tararua District Council 16 January 2023 Mayoral Column Tēnā koutou katoa - Greetings to you all Our communities were at the heart of how Council and other community leaders allocated the Better Off Funding package which have now been approved by the Department of Internal Affairs. This funding is for the investment in the future for local government and the wellbeing of communities and is designed to allow councils to start or fast-track projects that may not otherwise have gotten off the ground. In the Tararua District this includes, building iwi capacity, future community urban design, better understanding of urban water assets, executing council's play and recreation strategy and developing community gardens. These projects have to be completed by June 2025 and both elected members and council's executive leadership team will be allocated projects to provide oversight and to get them up and running. The future community urban design project will see our council working with communities to develop consensus on strategies, with focused design workshops, driven by the community and supported by urban design professionals. The process allows the local community to drive a strategic design process while drawing on private and public sector expertise over a period of two to three days to identify and resolve urban design issues. By attending council and committee meetings, community board and community committees and council's audit and risk meetings, which are all open to the public, residents can gain valuable insights and understanding into how our council operates. The dates and times of these meetings are regularly advertised on this page in the Bush Telegraph, council's facebook page - www.facebook.com/TararuaDC - and the news section of our website - www.tararuadc.govt.nz. ENDS
27 Jan 2023	BOF agreement signed by the CE and the Mayor
31 May 2023	Council resolution: Revocation and Replacement of Resolution re Better off Funding <i>That the report from the Chief Executive dated 01 May 2023 concerning the Revocation and Replacement of Resolution re Better Off Funding be received.</i> <i>That the Tararua District Council rescinds the following motion made 31 August</i>

Date	Event
	2022: <i>“That Council approve the application for the following projects for the Three Waters Better Off Grant Fund application totalling \$3,800,000:</i> <i>Building iwi capacity - \$500,000</i> <i>Future community urban design - \$600,000</i> <i>Better understanding of urban water assets - \$600,000</i> <i>Actioning Council’s Play, Active Recreation and Sports (PARS) Strategy - \$1,500,000</i> <i>Developing community gardens - \$500,000</i> <i>Note - \$100,000 is yet to be allocated</i> <i>And that Council approve the following projects as conceptual back-up projects to be further developed if any of the five selected projects above cannot proceed for any reason.</i> <i>1. Community hubs feasibility and design</i> <i>2. Digitisation</i> <i>3. Mobile infrastructure”</i> <i>AND</i> <i>That the Tararua District Council makes the following motion in its place:</i> <i>“That the Tararua District Council approve the application for the following projects for the Three Waters Better Off Grant Fund application totalling \$3,800,000:</i> <i>Building iwi capacity - \$500,000</i> <i>Future community urban design - \$700,000</i> <i>Actioning Council’s Play, Active Recreation and Sports (PARS) Strategy - \$1,500,000</i> <i>Upgrade of Council Owned Reserves - \$500,000</i> <i>Digitisation & E-Services - \$600,000”</i>
03 Jul	Signed Modular Agreement Urban Design Agreement – Signed by the CE

Date	Event
2023	
27 Mar 2024	Council resolution - Redirection of Three Waters Better Off Funding Support Grant Funding <i>“That the report from the Group Manager - Strategy & Community Wellbeing dated 19 March 2024 concerning the Redirection of Three Waters Better Off Support Grant Funding be received.</i> <i>That the Tararua District Council notes that the following approved projects under the Three Waters Better Off Grant Fund are currently unspent:</i> <i>• Actioning Council’s Play, Active Recreation and Sports (PARS) Strategy - \$1,500,000</i> <i>• Upgrade of Council Owned Reserves - \$500,000</i> <i>That the Tararua District Council approve the application for a portion of the unspent Better Off Funding projects to be redirected to support the transition to Local Water Done Well, with the balance remaining allocated to a previously approved Better Off Grant Fund project as follows:</i> <i>• Local Water Done Well projects - \$1,750,000</i> <i>• Actioning Council’s Play, Active Recreation and Sports (PARS) Strategy - \$250,000”</i>

Attachments

1. [Tararua District Council Report Adoption of Urban Enhancement Strategy 2025-2050 27 August 2025](#)
2. [TDC_Urban Enhancement Strategy-Final](#)



Report

Date : 22 August 2025

To : Mayor and Councillors
Tararua District Council

From : Kawtar Tani
Group Manager - Strategy and Information

Subject : **Adoption of Urban Enhancement Strategy 2025-2050**

Item No : **11.9**

1. Recommendations

- 1.1 *That the report from the Group Manager - Strategy and Information dated 18 August 2025 concerning the Adoption of Urban Enhancement Strategy 2025-2050 be received.*
- 1.2 *That the Tararua District Council's Urban Enhancement Strategy be adopted, with an effective date of 15 September 2025.*
- 1.3 *That the Group Manager Strategy and Information be delegated authority to make editorial and typographical amendments to the Urban Enhancement Strategy prior to publishing.*

2. Reason for the Report

- 2.1 To seek adoption of the Urban Enhancement Strategy 2025-2050, following completion of the public engagement and consideration of matters raised through submissions.

3. Background

- 3.1 **Initiation:** Tararua District Council partnered with [Wayfinder Landscape Planning & Strategy](#) to develop an Urban Enhancement Strategy—a shared vision to enhance public spaces and create thriving, welcoming town centres. The Urban Enhancement Strategy builds on the foundation set by the Urban Growth Strategy and this initiative is made possible through [Better Off Funding](#).
- 3.2 **Initial public workshops:** Series of workshops run across the district in December 2024 to create the first draft of the strategy.

- 3.3 **Adoption for engagement:** At its meeting held on 28 May 2025 the Council adopted the proposed Urban Enhancement Strategy for public engagement.
- 3.4 **Public Engagement:** The public were invited to submit their feedback on the strategy from 30 May to 27 June 2025.
- 3.5 **Submissions:** Four submissions were received and were considered. Changes made to the draft strategy as outlined below.

4. Changes to Draft

- 4.1 The following table provides a summary of the amendments made to the draft Urban Enhancement Strategy following consideration of public submissions.

Summary of Submissions	Amendments made
Replace the introduction of Eketahuna on pages 92 and 93 with the introduction in the Eketahuna Community plan.	Updated introduction from community plan and referenced that it is extracted from the draft plan.
Do not like the plan for SH2 on western side...dangerous	No changes made. Any change to the roading alignment in Pahiatua would require much more extensive study with NZTA, which would include detailed safety audits. However, the idea of including the option as a vision is to plant the seed about investigating options.
Please put those dangerous vacant buildings to the top of your list.	Added in earthquake prone buildings according to latest data.
Road safety challenges not reflected.	Page 75 - reference to clock tower. Page 78 - updated text on map. Page 81 - no change as images included are about inspiration. Page 82 - change to describe banner mounts better.

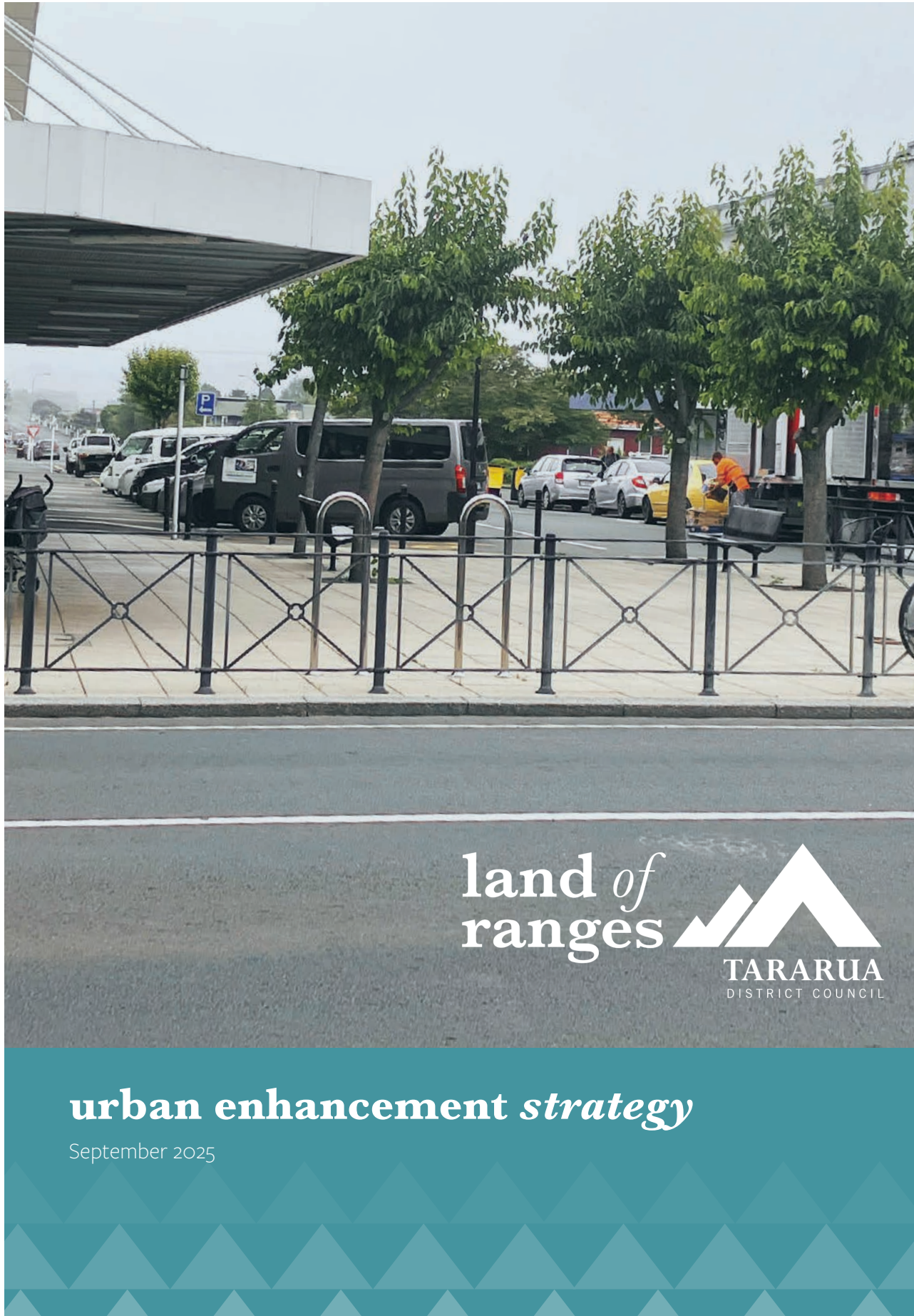
Attachments

1. Urban Enhancement Strategy 2025-2050

Report on Adoption of Urban Enhancement Strategy 2025-2050

Page 2

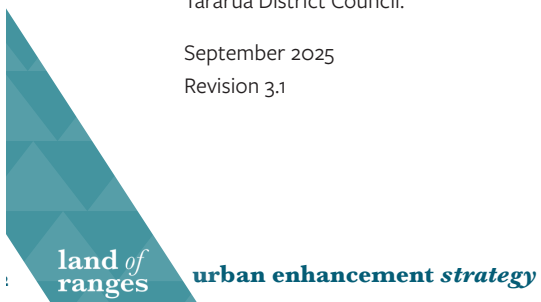
27 August 2025



Tararua District Council
Urban Enhancement Strategy
September 2025

This document has been
developed by Wayfinder
Landscape Planning &
Strategy Ltd on behalf of
Tararua District Council.

September 2025
Revision 3.1



TARARUA

D I S T R I C T

Tamaki-nui-a-Rua

Rangitāne-o-Tamaki-nui-a-Rua and Ngāti Kahungunu Tāmaki-nui-a-Rua, who represent their many hapū with their own whenua and awa tributaries, have both signed deeds of settlement with the New Zealand Government and have partnership agreements with Tararua District Council. These memoranda of partnership recognise the relationship and responsibility of Council to support iwi aspirations and hopes for the future of their whānau. While the Council has obligations to all Māori, it has a further responsibility to act in good faith and in a manner of mutual respect with its iwi partners. This includes acknowledging and respecting iwi priorities, their traditions, particularly ancestral land, water, sites, wāhi tapu, valued flora and fauna as well as other taonga.

To give effect to the relationships, all necessary information must be shared for iwi and Māori to make informed contributions to Council decision-making. This will not only allow for open and transparent engagement, but the foundation to build enduring trust and opportunity, for Council to iwi and iwi to Council.

Together with Council, Rangitāne-o-Tamaki-nui-a-Rua and Ngāti Kahungunu Tāmaki-nui-a-Rua share a vision for a prosperous and healthy district that supports its people and their cultural values. These are the principles of kotahitanga and kaitiakitanga, where sustainability, care for the environment and appropriate management of natural and physical resources is achieved through working together.



land of
ranges

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SECTION 1

INTRODUCTION

A stylized graphic of a mountain range at the bottom of the page. It features several white mountain peaks of varying heights against a teal background. The peaks are composed of geometric shapes, including triangles and trapezoids. In the bottom right corner, the text "land of ranges" is written in a white, serif font.

land of
ranges



land of
ranges

INTRODUCTION

Tararua District is growing!

In response to this growth, in 2024 Council developed the Urban Growth Strategy. It sets the vision we have for growth, where we think it will occur, and provides recommendations for how Council can be ready. It's a key document that feeds into the consideration of our proposed new District Plan and our Long Term Plans.

One of the recommendations of the Growth Strategy was to consider how we should invest in the amenity and urban design of our towns to make them attractive places to be. This *Urban Enhancement Strategy* is the first step in considering such outcomes.

The focus is not just on what Council can do, but how the whole community might come together to enrich the places in which we work and live. The opportunities identified in this Strategy will require detailing and costing, and not all of them can be (or should be) funded by Council. It will be up to our communities to embrace the concepts outlined in this document, and work together to achieve them.

We look forward to working with the community to enrich our identity and enhance the liveability of our towns and villages.

***Mā te whenua, mā te
waiora tātou e ora ai hei
hapori ngangahau hei
hapori honohono hoki.***

***We are thriving, together.
Vibrant, connected
communities where
our land and waters are
nurtured and our people
flourish.***

Vision for the Tararua District, TDC

OVERVIEW

An urban enhancement strategy helps to influence and guide future urban development. It aims to support quality future development within our urban areas, attracting visitors, consumers, businesses, investors and residents, who all contribute to the overall vibrancy of the town and district.

Urban design is about both process and outcomes. About involving people and communities, iwi and all the diverse professionals and sectors that create the fabric of our urban areas. About creating places that we want to use and that work well, and that celebrate the natural environment, our built and cultural heritage, and strengthen both local and national identity. About promoting development that fits in with the street and the community.

This Urban Enhancement Strategy highlights the opportunities for the enhancement of our public spaces - how we can make them great places that we are proud of and want to spend time in.

But it can also be used for future development within our towns by developers, community, and council to ensure future development and enhancements are undertaken cohesively across the town. The Strategy can also provide a foundation for funding applications for individual projects or initiatives that align with the strategy.

It is intended that this document and supporting maps/resources are considered and interpreted in the context of other Council documents, guidelines, and plans that influence the urban environment.

The Urban Enhancement Strategy is not a blueprint and does not provide a definitive set of outcomes. Rather, the focus is on investigating what the current values are that people attribute to each place - what is it about these places that people are attracted to, why do they live or visit there.

With this knowledge, we can then consider what opportunities exist to expand or grow these values. How can we reinforce or enrich people's connection to such places, how can we develop identity?

This Strategy begins this process. It builds on feedback from the community through various engagement processes and begins to suggest some key directions. However its success will depend wholly on the communities within each place it investigates. It will be up to those communities to embrace the ideas and directions suggested, to come together to support their development.

“Urban Design – the design of the buildings, places, spaces and networks that make up our towns and cities, and the ways people use them.”

Ministry of Environment NZ, Value of Urban Design





THIS DOCUMENT

This document is designed to sit alongside our Growth Strategy, Urban Design Framework and our various other statutory documents (such as the District Plan). It provides an aspirational strategy for how we might collectively enhance our towns and villages.

The initial section of the document provides background information, including providing an overview of the community engagement that was undertaken to inform this strategy, and an introduction to national guidance on the enhancement of urban areas.

The document then focuses on Tararua by identifying the key pillars that will inform opportunities. These include factors such as identity and place - those things that make our towns and villages unique and enjoyable.

The last sections of the document then focus on each of the towns and villages. For each a brief history is provided and an examination of the key attributes of the town centres. A photo-board is also included that provides both existing and aspirational images that have guided the development of opportunities.

Under each of the five pillars, potential urban enhancement opportunities are identified. These have been developed to be unique to each town, although there are similarities across the district. These opportunities are then captured on a map and in imagery that demonstrates how they might be realised.

IMAGE: MILLA BOWIE

9

ENGAGEMENT

ENGAGEMENT PLAN

We identified early on that one of the key values in the development of the Urban Design Strategy was to include the people who will use the urban spaces in which this strategy will influence.

Initially, community board meetings were attended by a representative of the project team to introduce the committees and boards to the strategy at a high level. The meetings attended were in Norsewood, Dannevirke, Woodville, Pahiatua and Eketāhuna.

The community boards/committees were given the chance to provide initial thoughts on the project, including discussions around what methods of consultation would be best suited to the community as the project progresses.

Following these meetings, we ran three public engagement sessions to invite our community to contribute what they think will make our towns and villages great.

As this strategy was developed, it was shared with our elected representatives for their comment, and refined by various members of the council team.

ENGAGEMENT SESSIONS

Each session was run as a public drop-in session for the community to come along, learn about the strategy, and provide opinions on the future of their town by answering the following questions:

3. What do you value most about (town name) urban centre?

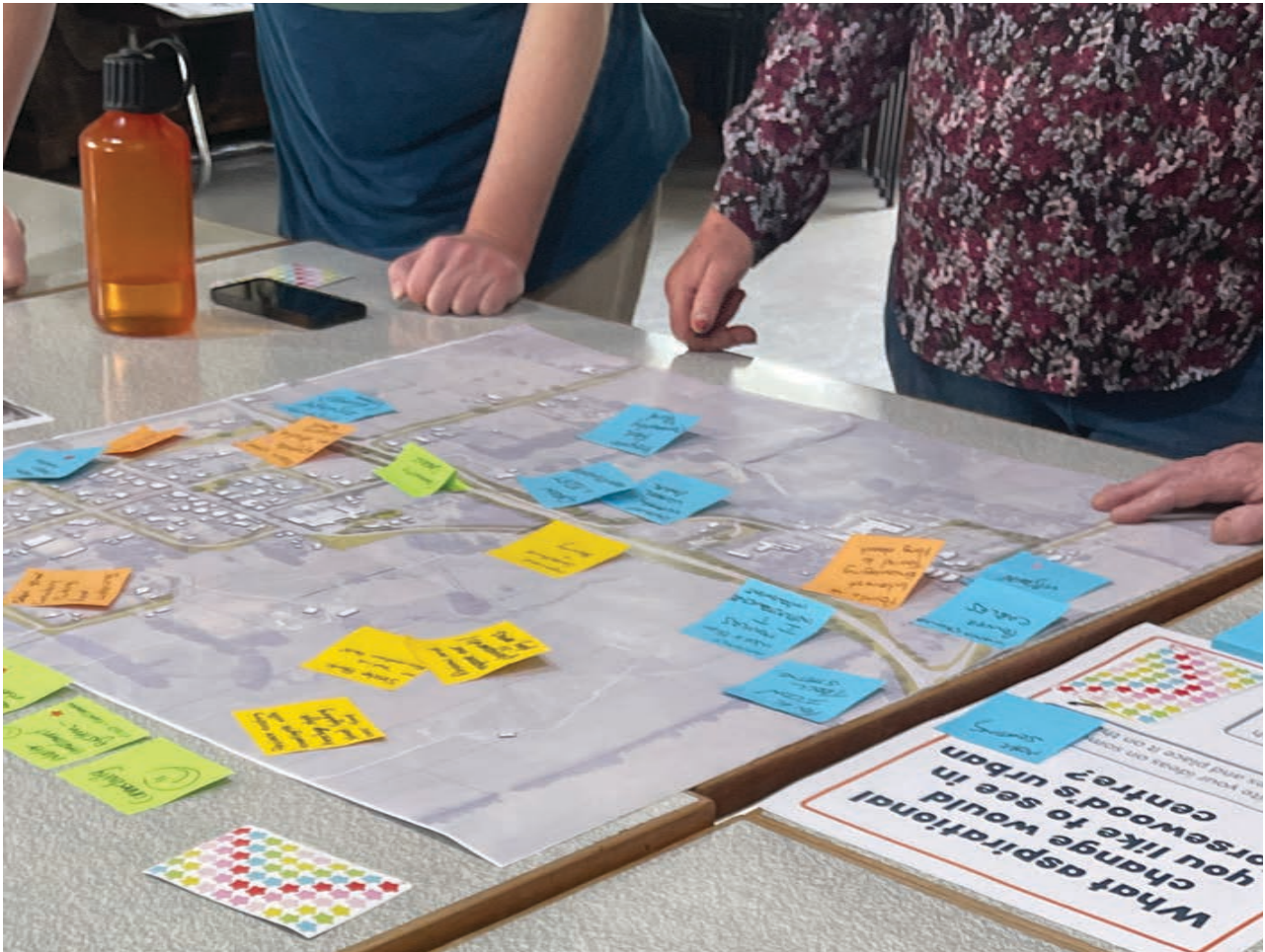
2. What aspirational change would you like to see in (town name) urban centre?

3. As an individual, community group, business, etc. How could you be involved to achieve desired change in (town name) urban centre?

Each question was answered by writing comments on post it notes and placed on the question or on a map of the town's urban centre. If individuals agreed with a comment that had already been added people were encouraged to add a sticker to reinforce support for this.

At all 3 sessions people naturally gravitated towards the map format and spent most of their time discussing opportunities for the town. Not all comments were related to urban design outcomes (for example, fibre connections) but all comments were recorded.





COMMUNITY PLANS

In addition to the engagement sessions, Council is in the process of supporting local communities in the Tararua District to develop Community-Led Development (“CLD”) Plans, that detail the community’s key aspirations, and the desired projects that will deliver outcomes for these aspirations. Plans also share a brief history, demographics, and key assets of the community.

The development of the CLD Plans is lead by each community. It is recognised that it can take a long time for CLD Plans to become an embedded practice and these plans may take various twists and turns as part of the journey. This is to be expected.

CLD is a widely supported practice, 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.

As of March 2025, the Norsewood and Pahiatua Community Plans have been finalised, with Woodville and Eketāhuna still in development phases with community.

It is considered that the CLD Plans, community priorities and outcomes are intrinsically linked to some of the outcomes identified in this document.

Tararua District Council has identified the following Community Outcomes:



Social well-being outcome:

To enable our people to achieve the goals that are important to them.



Economic well-being outcome:

A vibrant economy that enables a range of opportunities for our people.



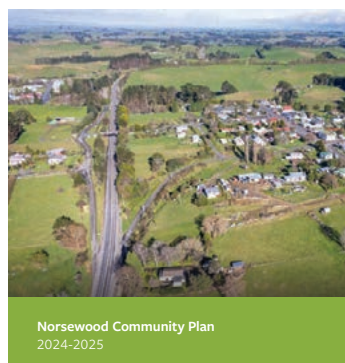
Cultural well-being outcome:

Our people respect the beliefs, values, histories, and languages of our communities.



Environmental well-being outcome:

Our natural environment is healthy, resilient and cared for.



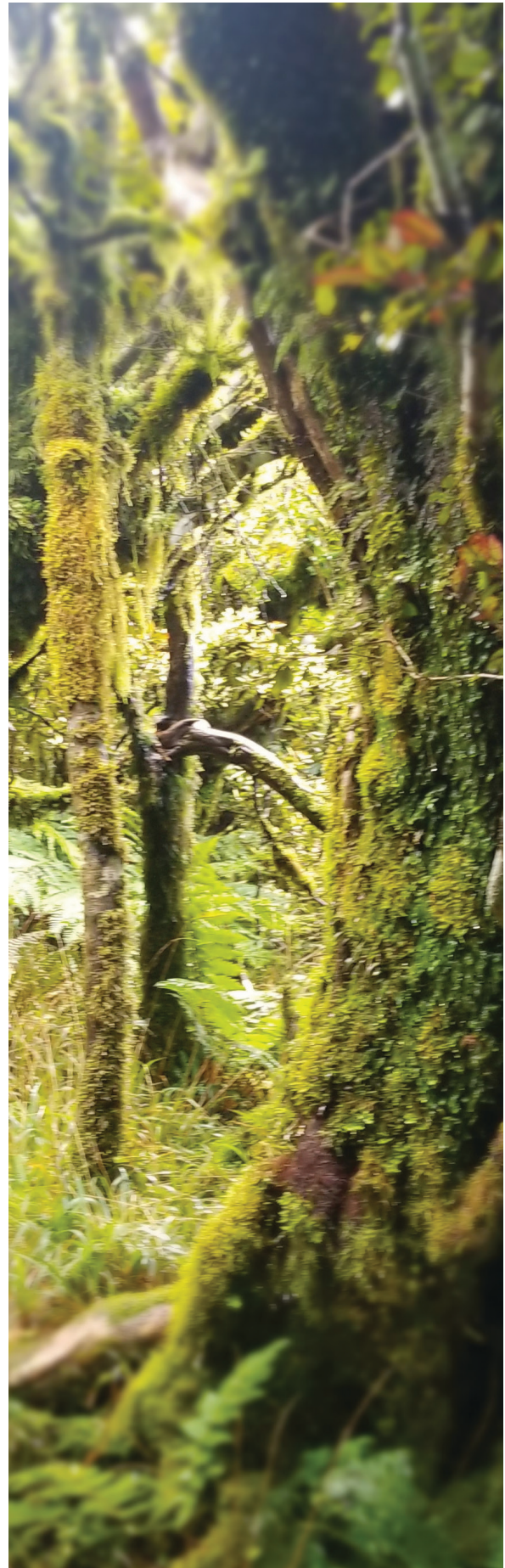
CULTURAL DESIGN

TE ARANGA DESIGN PRINCIPLES

Te Aranga Design Principles are a set of guidelines developed by Māori design professionals in response to New Zealand's Urban Design Protocol in 2005. These principles aim to ensure mana whenua (tribal authority) presence and participation in urban design projects, emphasizing Māori cultural values such as rangatiratanga (self-determination), kaitiakitanga (guardianship), and whanaungatanga (relationships). The seven principles are:

- ▲ **MANA:** Recognises and respects the status of iwi (tribes) and hapū (sub-tribes) as mana whenua, establishing a foundation for their values to influence the design process.
- ▲ **WHAKAPAPA:** Celebrates ancestral connections, enhancing a sense of place by incorporating Māori names and narratives into design elements.
- ▲ **TAIAO:** Focuses on protecting, restoring, and enhancing the natural environment, emphasizing the Māori worldview of humans as part of the natural world.
- ▲ **MAURI TU:** Ensures the health and vitality of the environment are maintained and enhanced, considering the life force of natural elements in design.
- ▲ **MAHI TOI:** Incorporates creative expressions of iwi and hapū narratives, reflecting cultural identity through art and design.
- ▲ **TOHU:** Acknowledges significant sites and cultural landmarks, reinforcing identity and connection to the land.
- ▲ **AHI KĀ:** Recognises the enduring presence and valued role of iwi and hapū within their ancestral lands, ensuring their continued engagement in the design process.

IMAGE: NICHOLAS GREEN



NZ URBAN DESIGN PROTOCOL

The New Zealand Urban Design Protocol (“NZUDP”) provides a platform to make Aotearoa New Zealand towns and cities more successful. It is not compulsory legislation or policy, but is a formal undertaking by a variety of signatories to support quality urban design outcomes. Tararua District Council is not currently a signatory, but the Council recognises the advice and recommendations that the protocol sets out.

Quality urban design is important because people’s lives are connected through common built environments. People live and work in buildings, use streets, public spaces, transport systems and other forms of urban infrastructure. Quality urban design creates places that work and places that people use and value.

Quality urban design values and protects the cultural identity of New Zealand towns and cities, reinforcing their distinctive identity and value. Alongside recognising Māori traditions and values, successful urban design and development also reflects all people who have made Aotearoa New Zealand their home. It fosters pride, engagement and stimulates creativity and opportunity. These are values that are shared by Rangitāne-o-Tamaki-nui-a-Rua and Ngāti Kahungunu Tāmaki-nui-a-Rua.

This Strategy considers the principles contained within the NZUDP. In particular, it recognises the seven essential design qualities that create urban design. These are outlined on the adjacent column:

- ▲ **CONTEXT:** Buildings, places and spaces are not isolated elements but part of a whole town. Urban environments are part of a constantly evolving relationship between people, land culture and the wider environment.
- ▲ **CHARACTER:** Towns have a distinctive character and culture that is dynamic and evolving. Buildings and spaces have the opportunity to be unique, appropriate to their location, whilst complementing their historic identity.
- ▲ **CHOICE:** People are diverse and seek choice within the urban form of towns. This includes choice of densities, building types, transport options and activities. Choice is complemented by flexibility.
- ▲ **CONNECTIONS:** Quality urban design recognises how all networks - streets, railways, walking and cycling routes, services, infrastructure and communication networks - connect and support healthy neighbourhoods.
- ▲ **CREATIVITY:** Creativity adds richness and diversity, turning functionality into memorability. Creative urban design supports a dynamic urban cultural life and fosters strong urban identities.
- ▲ **CUSTODIANSHIP:** Stewardship of towns includes the concept of kaitiakitanga, creating safe, environmentally sustainable and responsive urban environments.
- ▲ **COLLABORATION:** Towns are designed and grow incrementally as people make decisions on individual projects. Quality urban design requires good communication and engagement.



OTHER GUIDELINES

Tararua is not the first council to develop a strategy such as this - across Aotearoa New Zealand there are many examples of urban enhancement and liveability strategies, each tailored to their specific context and requirements. However, they provide a good reference for the types of opportunities we are seeking in our district.

A selection of particularly useful guidelines include:

- ▲ **CREATING GREAT STREETS:** An online publication by the New Zealand Transport Agency Waka Kotahi, this suite of materials provides a framework for developing well-functioning urban environments. In particular it includes the New Zealand Healthy Streets Design Check Tool which helps to identify issues and opportunities within our streets.
- ▲ **AUCKLAND DESIGN MANUAL:** Although focussed on urban enhancement of a big city, this manual provides a wealth of information in regard to wellbeing, health and safety. It includes methodologies for undertaking public realm design, especially those frequented by pedestrians.
- ▲ **TĀONE ORA URBAN DESIGN GUIDELINES:** Kāinga Ora's design guidelines have a focus on residential connection to urban places, with particular reference to Māori cultural design processes. They set out methodologies for identifying issues and opportunities that make our urban places desirable to live in.
- ▲ **CPTED:** The Ministry of Justice has developed national guidelines for Crime Prevention Through Environmental Design (CPTED). These include a focus on seven qualities of safer places.

<https://www.nzta.govt.nz/about-us/about-nz-transport-agency-waka-kotahi/environmental-and-social-responsibility/urban-street-guide/>

<https://www.aucklanddesignmanual.co.nz/>

<https://kaingaora.govt.nz/assets/Publications/Design-Guidelines/Taone-Ora-Urban-Design-Guidelines.pdf>

<https://www.justice.govt.nz/assets/cpted-part-1.pdf>



SECTION 2

STRATEGIES



land of
ranges

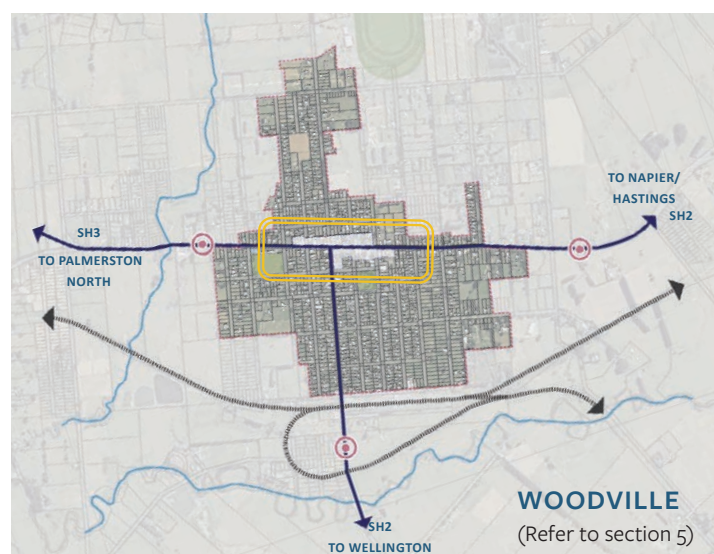
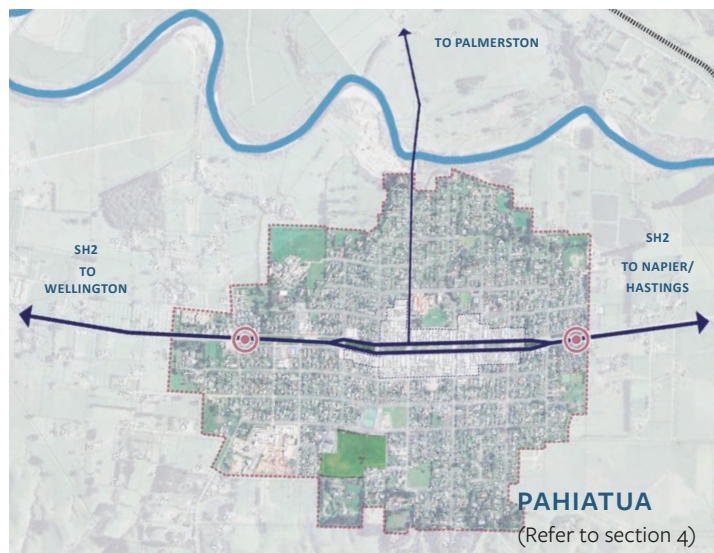
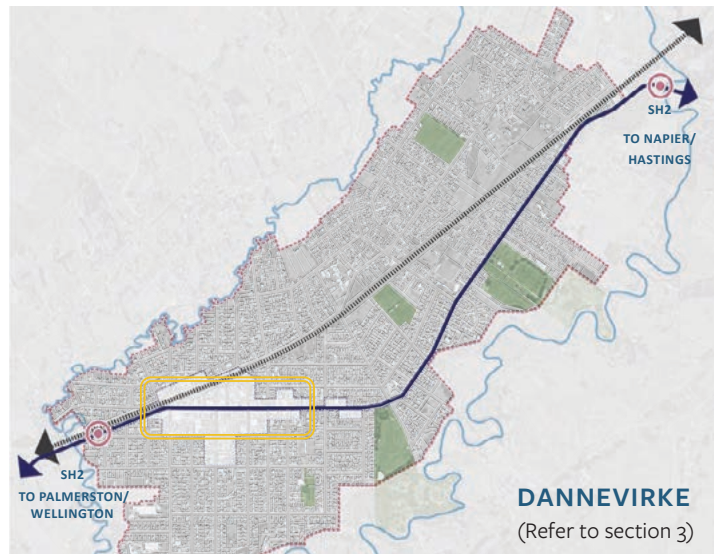
FOCUS AREAS

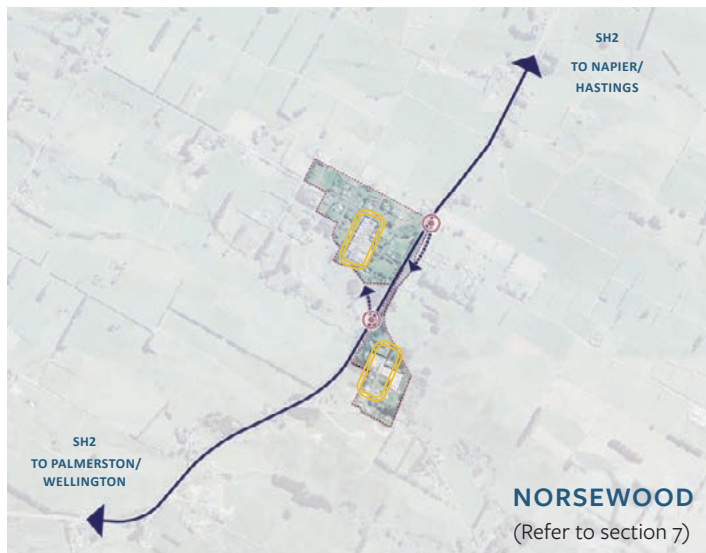
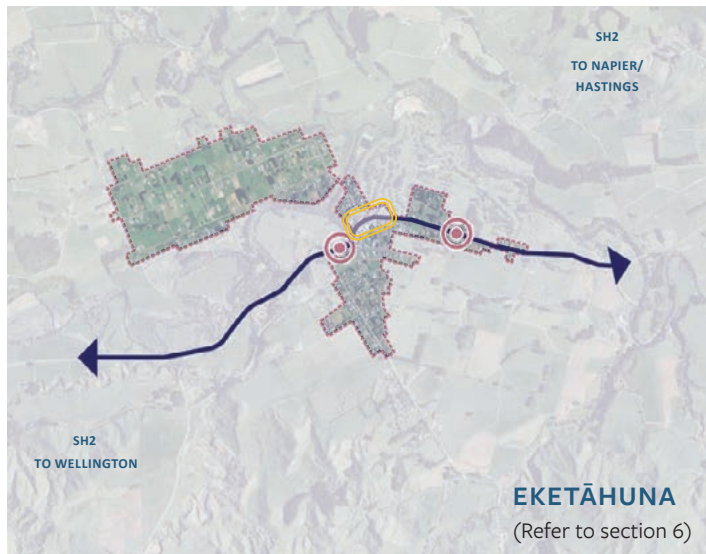
OVERVIEW

The Urban Enhancement Strategy has an overarching district-wide focus, ensuring there is a cohesive approach across urban spaces within the Tararua District. However the intent of the strategy is to focus on the urban centres of each town.

We spent time thinking about the identity and character of each town in isolation, and then how it contributes to the wider identity of the district as a whole. Many of the identified opportunities for each town are similar, but can be executed in different ways that are appropriate for each location.

There was no specific order or hierarchy to our process, and we often reconsidered ideas in one town when we had explored opportunities in another. However, for the purposes of consistency, throughout this document we refer to each of the towns in population order: Dannevirke, Pahiatua, Woodville, Eketāhuna and then Norsewood.







ASPIRATIONS

Throughout the consultation process there was a clear desire to strengthen each town's identity, reflecting on each of the town's history, and reinforcing gateways between different communities.

Along with this is the desire to create welcoming spaces for travellers that encourage people to stop and spend time in the towns, visit local businesses and spend time in quality public spaces. However this is also aimed at locals, improving spaces for lunch spots, events, and recreational opportunities.

The future opportunities and potential responsibilities for earthquake prone buildings is a concern across the district, and was focused on heavily at both Woodville and Dannevirke sessions. Both included discussions around the importance of 'saving' specific historic buildings, juxtaposed with open space and urban design opportunities if some buildings were removed.

All three towns recognised that to achieve desired change there was a shared responsibility including local businesses, council, community and volunteer groups (existing, and opportunities for new), community boards/committees, and developers. It was also considered that there was a desire for mana whenua and Pākehā to come together to reinforce cultural values, involve collaborative processes, and achieve high quality outcomes.

DANNEVIRKE

- ▲ Strengthen town's identity and character, including gateway to Hawke's Bay (art deco).
- ▲ Create a destination town, celebrates history, provides amenities.
- ▲ Opportunities for recreational enhancements and safety at the domain.
- ▲ Community gardens and orchards (planned for showgrounds).
- ▲ Consider accessibility (streets, play, recreation)
- ▲ Refurbish and secure the future of buildings (hall and cinema).
- ▲ Sufficient and safe parking.
- ▲ Public arts and cultural centre, and public arts including murals, sculptures, installations, etc. opportunity for arts and cultural trail.
- ▲ Removal of trees, and/or better tree planting. Improve street planting.
- ▲ Utilise rooftops with urban beehives, gardens, solar, rain harvesting.
- ▲ Increase green spaces and improve existing green spaces
- ▲ Potential town square, and event spaces (farmers market, music events, seasonal events).
- ▲ Road safety, speed limits, pedestrian crossings, raised table crossings, etc.
- ▲ Pedestrian connections from Main St through to the next block.
- ▲ Improved walkability and cycle connections.
- ▲ Create a strategy for earthquake prone buildings.
- ▲ Inner town living opportunities (mixed use developments).
- ▲ Cycle and walking tours, arts and history tours.
- ▲ Maintaining public spaces and amenities (rubbish, furniture, etc.).

PAHIATUA

- ▲ Strengthen town's identity and character.
- ▲ Celebrate the towns history.
- ▲ Promote sustainability within our town.
- ▲ Focus on community, people, and social outcomes.
- ▲ Creating an environment in which new businesses are welcomed to Pahiatua to support the economic growth and vibrancy of our town.
- ▲ Provide opportunities to attract new residents and visitors.
- ▲ Any street upgrades to align with the most recent Main Street upgrades.
- ▲ Opportunities for wider recreational enhancements such as cycle connectivity.
- ▲ Safety improvements around street crossings.
- ▲ Vibrant streets and public spaces.
- ▲ Encourage retail and food outlets within the Central Business blocks.
- ▲ Improvements and repairs to the Harvard Playground.
- ▲ Community gardens.
- ▲ Support high occupation of retail/commercial spaces.
- ▲ Consider accessibility (streets, play, recreation).
- ▲ Sufficient and safe parking.

WOODVILLE

- ▲ Identity focus around Woodville being a 'gateway' town between Tararua and Manawatu.
- ▲ Walkability, compact town centre and easy to walk along the main st. Walkways, enhanced connections, cycling.
- ▲ Community, people, 'this is home'.
- ▲ High quality urban spaces with better seating and table options, gardens and shade, eating spaces.
- ▲ Recreational opportunities and facilities (skate, dog park, community pool upgrade, tennis courts, basketball).
- ▲ Facilities and services that encourage people travelling through Woodville to stop (24/7 toilets, hospitality options, fuel, seating and tables for eating, information boards, etc.).
- ▲ Urban street upgrades – seating, lighting, planting, information boards. consistent across town, and strategies that can allow for town promotion and 'beautification'.
- ▲ Community spaces are important for events, opportunities for farmers market with public amenities near by (toilets, etc.).
- ▲ Main street road safety, including safer pedestrian crossings, traffic speeds, parking, trucks turning at the intersection with Vogel St and Mclean St (State Highways).
- ▲ Parking around school, restrict berm parking on side roads, drop off and pick up focus. Improved pedestrian crossing.
- ▲ Improved security, CCTV, surveillance, lighting.
- ▲ Opportunities to extend shops (commercial/retail) along side streets.
- ▲ Overland flow paths and surface flooding areas - opportunities to explore ecological and recreational opportunities, wetlands.
- ▲ High quality developments, town centre retirement living.
- ▲ Refresh murals and celebrate local culture and arts.
- ▲ Pākeha and Māori coming together.

EKETAHUNA

- ▲ Vibrancy and character.
- ▲ Safety and usability.
- ▲ Connectivity.
- ▲ Buildings.
- ▲ Planting and nature.
- ▲ Community involvement.
- ▲ Encourage travellers to stop.

NORSEWOOD

- ▲ Norwegian culture, and preservation of its history/town's history.
- ▲ Town identity, focal entrance icons (trolls), highway signage.
- ▲ Points of interest encouraging tourists to 'hang about'.
- ▲ Heritage trail.
- ▲ Create a welcoming, attractive space, that encourages people to visit.
- ▲ Centre street upgrades with urban furniture, street lights.
- ▲ Maintenance of gardens and council assets.
- ▲ Improved roads and parking for public facilities (cemetery, main st, etc.).
- ▲ Recreational opportunities at Mathews Park.
- ▲ Opportunities to develop Water Wheel Park, and review and improve playground/play areas including potential skate park.
- ▲ Improved surveillance and safety.
- ▲ Connectivity (infrastructure/fibre).



KEY PILLARS

Following the initial phases of engagement, it was clear that at a high level the strategic approaches were similar across each town. This is encouraging - we are all one district and in that sense, one community.

However, each of our towns and villages has their own unique identities - the physical aspects of them that make them what they are and distinguishes them from each other. Our strategies for each town need to explore what we can do to together to enhance these values, to make our towns and villages even better places to be.

Achieving this requires a weaving together of the various Te Aranga Design Principles, the well-documented “7-C’s” of Urban Design Enhancement, and the overall wellbeing objectives of Council. The page opposite shows how we have woven these together into five distinct pillars, with the following pages setting out what each of these mean.

At the core is mana and our community. The key to achieving the strategies is collaboration - everyone working together to achieve a common vision and outcome for our collective wellbeing.

TE ARANGA	URBAN DESIGN PROTOCOL
▲ MANA	▲ CONTEXT
▲ WHAKAPAPA	▲ CHARACTER
▲ TAIAO	▲ CHOICE
▲ MAURI TU	▲ CONNECTIONS
▲ MAHI TOI	▲ CREATIVITY
▲ TOHU	▲ CUSTODIANSHIP
▲ AHI KĀ	▲ COLLABORATION





IDENTITY

- ▲ Mahi Toi
- ▲ Creativity
- ▲ Sense of Place
- ▲ Uniqueness
- ▲ Personality
- ▲ Distinctness

Identity builds on our intertwined Māori and European history, and explores what makes the town or village different from others. Embracing identity brings people together, allowing them to celebrate what is special to them about the place in which they live.

Identity can cross many scales - and the opportunities for exploring what makes each town or village unique needs to also be in the context of what brings each of them together across the district, and the country.

Key opportunities for enhancing identity in our towns and villages include:

- ▲ The use of branding, colours, logos
- ▲ Uniformity in details and materiality (such as street furniture or paving materials)
- ▲ Expression
- ▲ Architectural style



MOVEMENT

- ▲ Ahi Kā
- ▲ Activity
- ▲ Life
- ▲ People
- ▲ Dynamic
- ▲ Engaging

Movement instills a sense of life, of people being within and occupying a place. People are attracted to movement, and often move towards it.

Movement does not need to only be about people. The presence of vehicles and animals both create a sense of occupation. Additionally, wind through trees, flags flapping, or even digital media can create a sense of movement.

Key opportunities for enhancing movement in our towns and villages include:

- ▲ Making places great for people to be in
- ▲ Using flags, banners, bunting
- ▲ Using lighting, digital media
- ▲ Introducing vegetation and habitat
- ▲ Having festivals, events, and activities
- ▲ Temporary installations of art, food, furniture



ENVIRONMENT

- ▲ Mauri
- ▲ Custodianship
- ▲ Taiao
- ▲ Healthy
- ▲ Vitality
- ▲ Landscape

Environment is the whole world around us, and in this Strategy it speaks to how our towns and villages connect with the natural environment and the landscape in which they are located.

This includes the promotion of planting (which provides a range of benefits beyond natural ecosystems), ideally designed to enhance identity, but also the consideration of viewshafts and/or the use of natural materials where appropriate.

Key opportunities for enhancing environment in our towns and villages include:

- ▲ Vegetation
- ▲ Introducing height and movement
- ▲ Creating natural habitat
- ▲ Using natural materials
- ▲ Natural stormwater mechanisms





CONNECTION



- ▲ Tohu
- ▲ Network
- ▲ Relationships
- ▲ Visibility
- ▲ Choice
- ▲ Conversation

Connection is how the activities and people within our towns and villages connect with each other. This can be through physical connection, such as barrier-free footpaths, or through visibility and openness (for example, across a street). It also includes how people enter and exit a space.

Good connections results from spaces that people can easily find their way through, how they get from one place to another. It may involve wayfinding, but in the first instance should be about instinct.

Key opportunities for enhancing connections in our towns and villages include:

- ▲ Sightlines
- ▲ Removing barriers
- ▲ Wayfinding, signage and gateways
- ▲ Multimodal transport opportunities

PLACE



- ▲ Whakapapa
- ▲ Character
- ▲ Context
- ▲ Home
- ▲ Liveability
- ▲ Safety

Place defines what makes our towns and villages desirable, liveable and safe. It's about ensuring that places are where people want to be, where they want to experience, and where they want to connect with each other.

A well designed place is somewhere people feel inherently comfortable, like their own home. With this comes a sense of ownership and respect.

Key opportunities for enhancing place in our towns and villages include:

- ▲ Focus on great spaces
- ▲ Quality urban furniture
- ▲ Clean, graffiti and rubbish free
- ▲ Connected to whanau, history, experiences
- ▲ Safe and secure



SECTION 3

DANNEVIRKE



land of
ranges

DANNEVIRKE CONTEXT

HISTORY

Before European settlers arrived, the area around Dannevirke was inhabited primarily by Rangitāne iwi. Māori lived and traveled through the region, utilising its natural resources for food and materials. However, European settlers began arriving in the mid-19th century, and the landscape began to change dramatically.

The town of Dannevirke was officially established in the late 1800s, founded by Danish and Norwegian immigrants. These settlers were part of the New Zealand Company's attempt to bring European colonists to the country, specifically targeting Scandinavians due to their farming knowledge and work ethic. The town was named after the Danish "Dannevirke," which refers to a series of defensive walls in Denmark built during the Viking Age. This naming reflected the settlers' pride in their Scandinavian heritage.

In the late 1800s and early 1900s, Dannevirke grew as a rural service town. Its location along the main route between Wellington and the northern regions of the North Island made it an important stop for travelers, and it became a hub for the surrounding farming community. Much of the town's

development centered around agriculture, particularly sheep farming and the timber industry. These industries remained central to the town's economy throughout the 20th century.

The arrival of the railway in the 1890s was a significant development for Dannevirke, as it allowed for easier transportation of goods like timber and agricultural products to other parts of New Zealand. The town became a central point in the growing network of railways in the region. With the advent of the motor car, the town also saw the development of better road networks, linking Dannevirke more effectively to other key towns in the area.

Dannevirke maintains a strong Scandinavian heritage, which is still reflected in the town's architecture, local events, and even street names. The Dannevirke community celebrates its roots through various cultural events, including the Danish and Norwegian-themed festivals. One of the most significant features of this heritage is the Dannevirke Viking Settlement Memorial and the Norwegian and Danish Settlers Memorial in the town, which highlight the contributions of the early settlers.



TODAY

Today, Dannevirke is a small but vibrant town, serving as a rural service center for the surrounding farming community. The town has diversified its economy to include various industries, but agriculture and forestry remain central.

Dannevirke maintains its Scandinavian heritage, reflected in its architecture, street names, and cultural events. The Art Deco influence evident within the distinct architectural forms adds a 1930's twist, reflecting the period when Dannevirke's town center was transformed with Art Deco architecture. The character of the town is a mix of history that has embraced change, reinvention, and continues to looking forward and adapt.

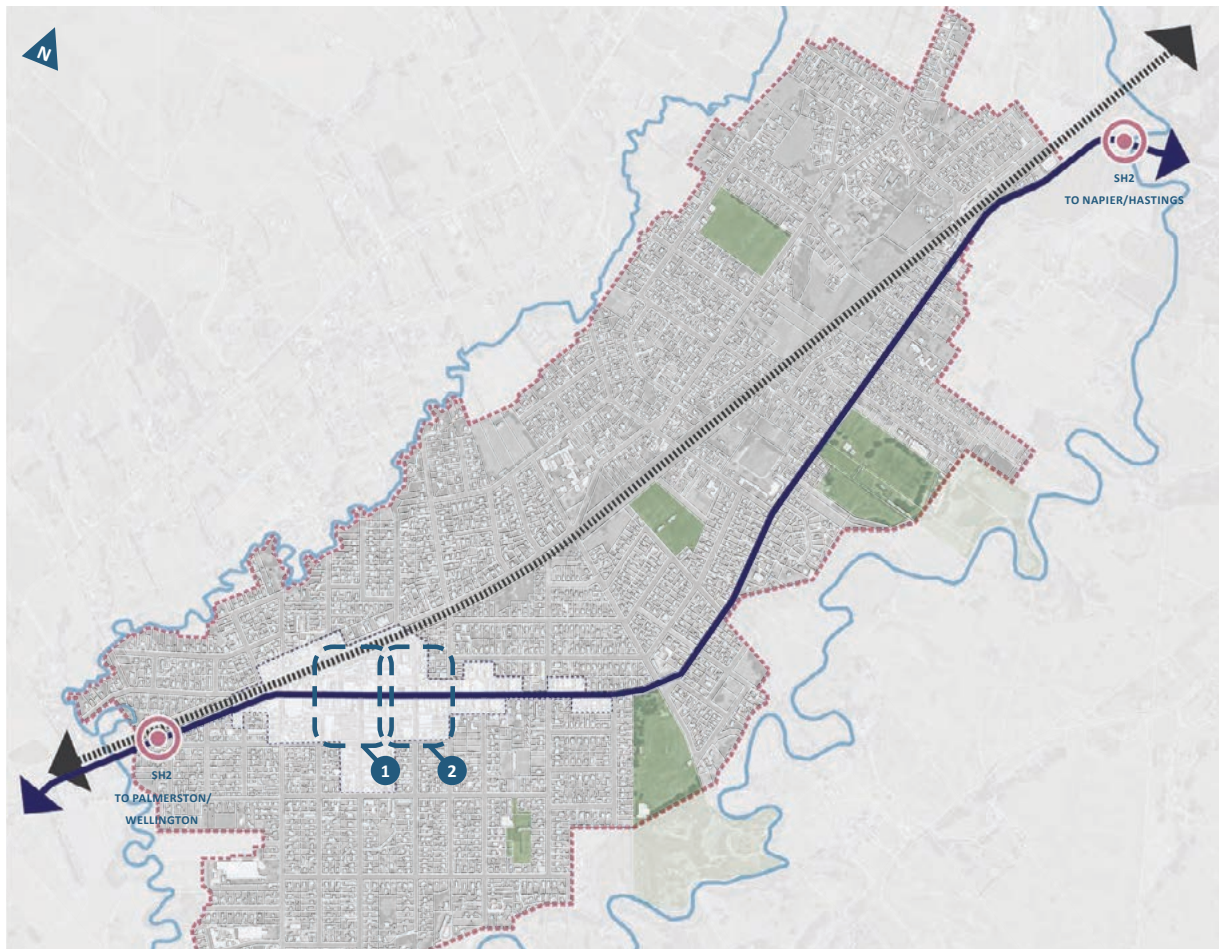
Dannevirke is located on the Palmerston North-Hastings Road (State Highway 2), making it well-connected to other parts of the North Island. While Dannevirke is a small town, it attracts visitors thanks to its historical significance, rural charm, and proximity to outdoor activities. Dannevirke offers a range of modern amenities, including cafes, restaurants, a public library, and sporting facilities.

Agriculture remains the backbone of Dannevirke's economy, with the surrounding farms focused on sheep, dairy, and crop farming. Additionally, the timber industry and forestry have played an essential role, taking advantage of the region's natural resources. While the town's economy is predominantly based on these sectors, Dannevirke has also seen small growth in other industries, including retail, services, and tourism.



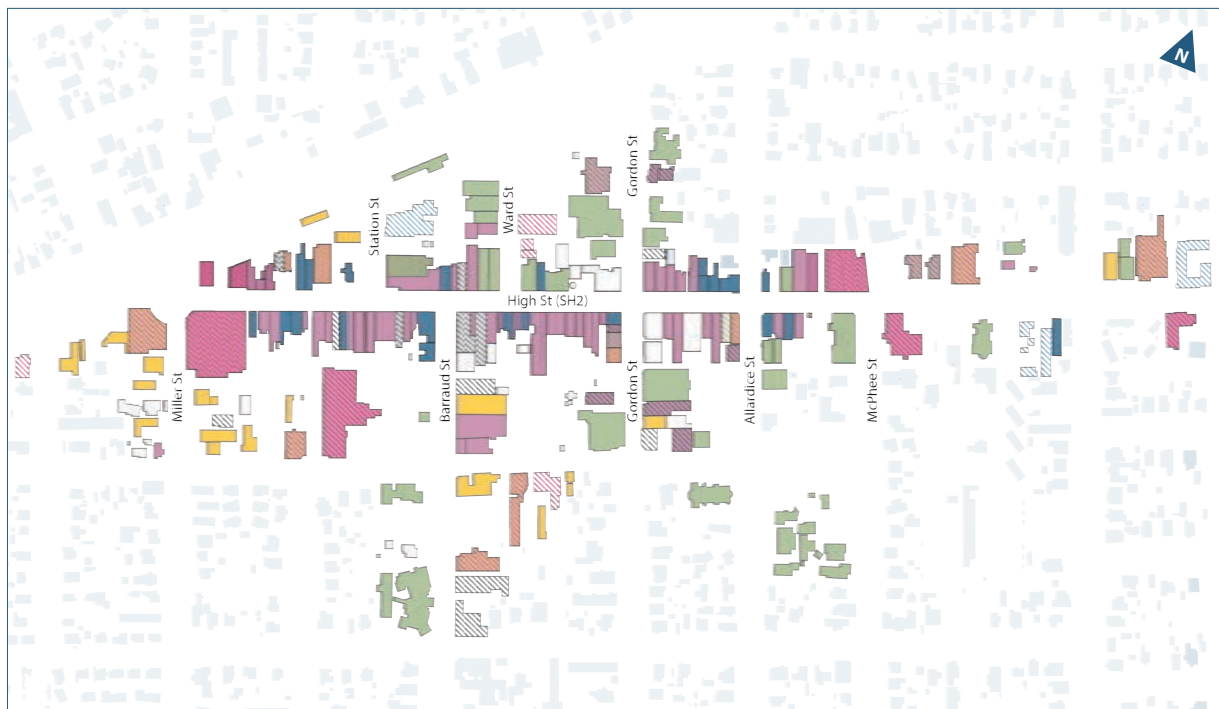
EXISTING MAPS

CONTEXT MAP



1 2 Areas identified as Urban Centre for
Urban Centres Enhancement Strategy

BUILDING OCCUPATION MAP



- Retail premise
- Office premise
- Large format retail
- Commercial agricultural / support
- Industrial
- Food / Restaurant
- Municipal / Bank / Community
- Accomodation Motel /Hotel
- Health - Gym / Dentist / Physio etc.

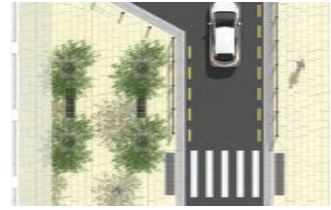
WARD & BARRAUD STREETS



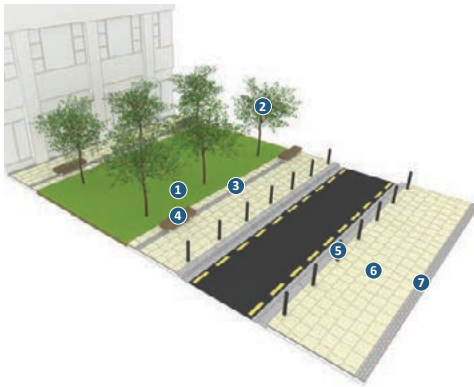
A EXISTING BARRAUD STREET



- 1 Street trees
- 2 Kerb precast units
- 3 Metal slatted seating
- 4 Balustrade barrier to road edge
- 5 Large light coloured concrete pavers
- 6 Tactile units for pedestrian crossing



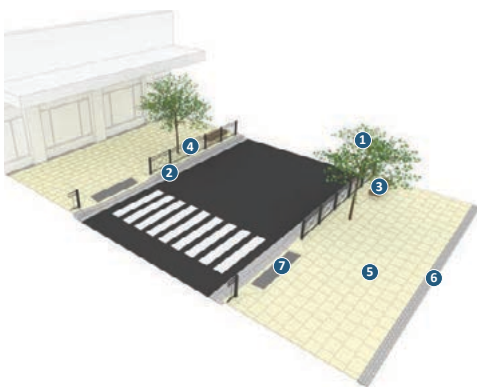
B EXISTING WARD STREET



- 1 Sunken lawn
- 2 Street trees clipped to shape
- 3 Small pavers containing furniture strip
- 4 Solid timber seating
- 5 Black bollards as barrier to road
- 6 Large light coloured concrete pavers
- 7 Small pavers as detail to building threshold



C EXISTING STREETSCAPE



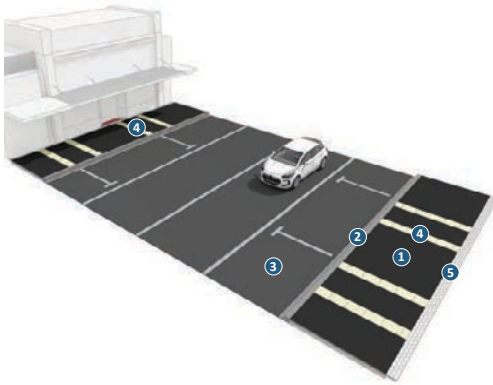
- 1 Street trees
- 2 Kerb precast units
- 3 Solid timber seating
- 4 Balustrade barrier to road edge
- 5 Large light coloured concrete pavers
- 6 Small pavers as detail to building threshold
- 7 Tactiles for pedestrian crossing



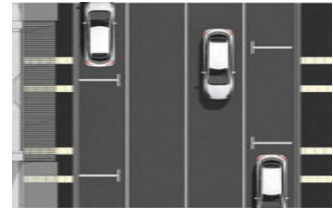
GORDON & ALLARDICE STREETS



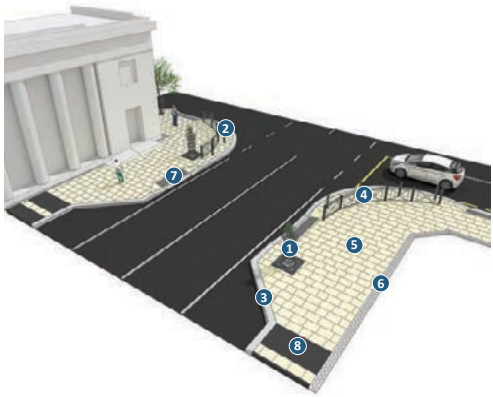
D EXISTING STREETScape



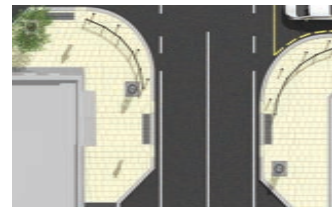
- 1 Asphalt pedestrian pavement
- 2 Concrete kerbs
- 3 Car parking
- 4 Light coloured concrete paving strips
- 5 Small pavers as detail to building threshold



E EXISTING INTERSECTION



- 1 Street trees with tree guards
- 2 Bollards
- 3 Concrete kerbs
- 4 Balustrade barrier to road edge
- 5 Large light coloured concrete pavers
- 6 Small pavers as detail to building threshold
- 7 Tactile units for pedestrian crossing
- 8 Asphalt pedestrian pavement



	Residential
	Mixed-use
	School
	Lawn
	Planting
	Tree planting
	Parking
	Concrete
	Asphalt
	Coloured Concrete Pavers
	Earthquake prone buildings

PICTURE BOARD

A selection of images that inspire the identity of Dannevirke.





POTENTIAL OPPORTUNITIES



IDENTITY

Dannevirke's streets were upgraded several years ago, and while it gave the town some refreshment, it retains a dark and somewhat tired look. In addition, the nordic theming doesn't align with the community aspirations for identity. There's no need (or budget) to replace the urban furniture, but there are opportunities for introducing new features that enhance the town with colour and vibrancy.

Key opportunities for ingraining the identity of Dannevirke include:

- ▲ Develop a brand or logo for the town that has a bright, refreshed appeal and connects with some of the Art Deco and Victorian styled buildings.
- ▲ Develop window stickers and/or posters for shops and public buildings to use to show their connection to the town.
- ▲ Remove the existing shields and nordic references and replace with artistic patterns reflecting the new brand identity.
- ▲ Refresh and repaint buildings in the town centre in a variety of pastel colours, reflective of many of the Art Deco buildings within the main street, or use more heritage colours for the iconic Elizabethan and Victorian buildings.
- ▲ Clean up and remove advertising signage and develop new signage rules that provides greater consistency, whilst allowing businesses to advertise and be seen.
- ▲ Review public artworks and installations, particularly murals (such as on The Warehouse) and refresh in alignment with the new branding and colours.



MOVEMENT

The town has a lot of vehicle movement and reasonable pedestrian activity. However the footpaths, particularly under the shop canopies, are dark. The trees are relatively static and there is limited ability to hang banners or celebratory items.

Key opportunities for enhancing movement in Dannevirke include:

- ▲ Use angled poles from buildings to create opportunities for banners, and/or consider how bunting or banners could be hung across the main street.
- ▲ Used closed shops for vibrant artworks that depict movement and interest.
- ▲ Consider the use of digital screens that show lifestyle content, or adaptive coloured lighting to highlight building features.
- ▲ Install daytime lighting under the shop canopies to help lighten the footpath environment.
- ▲ Utilise spaces left by removed earthquake prone buildings to create mini-nature reserves that bring movement, light and wildlife into the town centre without impacting other design outcomes.
- ▲ Develop green corridors that are visible from the Main Street that create a sense of depth to the town centre.





ENVIRONMENT

It's been challenging to establish a good tree network along Dannevirke High Street due to the high-vehicle movements. However, the current trees are pollarded quite low, and lack height to create a strong natural canopy. Additionally, planting at ground level is relatively limited.

Key opportunities for improving environmental values within the village include:

- ▲ Develop a unified planting palette for use in public (and potentially private) gardens and traffic islands, utilising exotic trees and native low ground covers that provide natural colour and brightness.
- ▲ Replace street trees with those that naturally grow tall and slender, allowing them to reach a strong height above the shop canopies.
- ▲ Install more ground level planting beds in locations that are not used by pedestrians.
- ▲ Install raised planter beds against the existing railings to help soften the hard spaces and lessen the harsh nature of the barriers.
- ▲ Reduce widths of side streets to create green pocket parks.
- ▲ Indicate key species to reflect a Nordic landscape:
 - ▲ Tulip trees (fastigiata - slimline variant)
 - ▲ Hebe (ground covers)
 - ▲ Libertia (NZ Iris)
 - ▲ Muehlenbeckia





CONNECTION

The key challenge for Dannevirke is maintaining active pedestrian linkages across the busy main street. Moving the highway has been considered, but this is a long-term strategy that is currently not feasible. However, we have considered a possibility in this strategy of creating a *Heavy Vehicle Bypass*, noting that this will require significant consultation and road upgrades.

Irrespective of the outcome of a bypass, creating greater sightlines across the road, even if crossing locations are more limited, will help bring the two sides together.

Key opportunities for connecting Dannevirke include:

- ▲ Create greater opportunities for people to access the car parking areas to the rear of the main street through creation of broad laneways with good visual connections (potentially as earthquake prone buildings are removed).
- ▲ Through enabling rear parking, reduce parking in the main street and widen footpaths in more places to allow more space for people to dine outdoors.
- ▲ Reduce side street widths in places (still promoting access to the rear) to provide green pocket parks.
- ▲ Produce guidelines for retailers to promote better use of the pavement space, reducing clutter and opening sightlines.



PLACE

As identified, the existing urban design of the town has a somewhat dark, hard character. There is little that can be done to change this physically, but there are opportunities for introducing historical narratives that draw attention and interest.

Key opportunities for enhancing place in Dannevirke include:

- ▲ Lift random pavers and replace with unique feature tiles, building narratives, providing pocket-size artworks, poetry or puzzles.
- ▲ Enable the rear laneways for people by encouraging buildings to have rear-doors, introducing lighting (including overhead festoons), sitting spaces and trees/ planting.
- ▲ Refresh and add history signs, including a focus on Māori narratives.
- ▲ Consider new street artworks and temporary artwork displays.
- ▲ Find opportunities for pop-up businesses and food trucks to integrate within the town centre, including within laneways or on temporary parking areas.
- ▲ Create temporary, moveable decks with planter boxes that can be used for temporary cafes or art displays.



OPPORTUNITIES:

- ▲ Create pocket parks in spaces left by demolished earthquake prone buildings
- ▲ Leave facades where possible to create interest and retain history
- ▲ Install temporary artworks on unused buildings
- ▲ Extend planting into the main street, adding artwork or signage
- ▲ Create sightlines to parking at rear of town





EXISTING SIDE ROADS:

- ▲ Limited planting - trees only
- ▲ Physical barriers/fencing
- ▲ Dominant road



OPPORTUNITIES:

- ▲ Narrow side roads to slow vehicles (also consider one way systems)
- ▲ Remove physical barriers
- ▲ Introduce ground level planting



EXISTING MAIN ROAD CROSSINGS:

- ▲ Fencing used as barriers
- ▲ Large spaces of paving not utilised by people
- ▲ Tree protectors dominate vegetation



OPPORTUNITIES:

- ▲ Raised planters behind barriers introduce planting
- ▲ Taller trees protected by raised planters, provide shade
- ▲ Trees limbed to provide pedestrian-vehicle visibility
- ▲ Pedestrian crossing reinforces connectivity, provides safety



EXISTING POCKET PARK:

- ▲ Trees dominated by hard materials
- ▲ Over-use of fencing



OPPORTUNITIES:

- ▲ Remove tree guards
- ▲ Install and extend ground level planting
- ▲ Soften seating
- ▲ Remove fencing



urban enhancement strategy



EXISTING MAIN ROAD CROSSINGS:

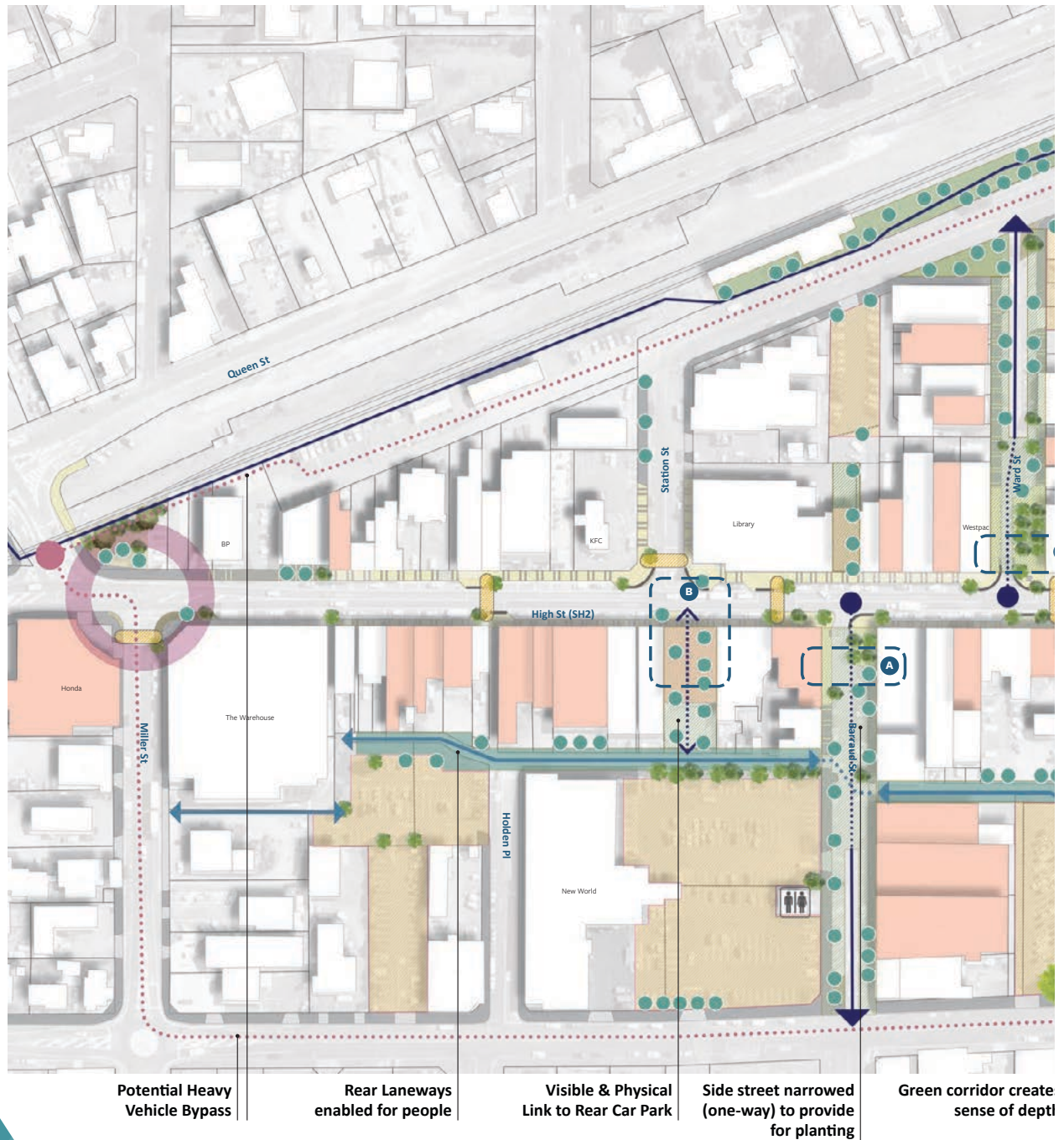
- ▲ Cold, bare space
- ▲ Dominated by advertising



OPPORTUNITIES:

- ▲ Create opportunities for people
- ▲ Planter boxes provide separation from road

DANNEVIRKE STRATEGY MAP







SECTION 4

PAHIATUA



land of
ranges

PAHIATUA CONTEXT

HISTORY

The area around Pahiātua was originally occupied by Rangitāne iwi, and later Ngāti Kahungunu also had connection to the region. The name “Pahiātua” is often translated as “place of gods” or “resting place of the gods,” though interpretations vary. The region was rich with seasonal hunting and food gathering due to its forested landscape and proximity to rivers.

Following the arrival of Europeans the town of Pahiātua was founded in 1881 within the densely forested area known as Forty Mile Bush. Initially a timber town, but once the bush was cleared it became a crucial service centre for dairy and sheep farming utilising the fertile lands of the surrounding region.

In the neighbouring settlement of Mangatainoka the Tui brewery was established in 1889 by Henry Wagstaff, drawn by the pure waters of the Mangatainoka River.

The railway reached Mangamutu in the 1890s, boosting the

economic development within the area. Pahiātua’s Main Street was originally planned to accommodate a railway line running down the center. However, the railway was routed through Mangamutu instead, leaving the central strip wide and creating the distinctive median we know today.

Mangamutu, just across the river from Pahiātua is home to Fonterra’s Pahiātua dairy plant, the origins of the dairy factory trace back to the establishment of the Tui Co-operative Dairy Company.

A notable event in Pahiātua’s history was the arrival of 733 Polish child refugees in 1944 during World War 2. The children were orphans or displaced due to the Soviet invasion of Poland, and were brought to New Zealand as part of a humanitarian efforts. Many of those children or their descendants remained in New Zealand. A monument commemorating the Polish children’s arrival stands in Pahiātua today.



TODAY

Today, Pahiatua remains a small, rural community with a population of around 2,500. The town centre continues to serve as an agricultural service center and heart of the community. The town continues to carry a distinct New Zealand service town character.

The rural surroundings, Tararua Ranges and the nearby Mangatainoka River provide a scenic backdrop to the town and offer nearby recreational opportunities including biking, walking, and trout fishing. Within the towns settlements are extensive recreational facilities including the Bush Multisport Park, that continues to be the main destination for sporting activities and events in the Tararua District.

Pahiatua town centre boasts a variety of local shops, cafes, and boutiques along Main Street, providing a charming small-town experience.

The distinctive central median, remaining from the originally planned railway that never eventuated is occupied by spaces for pedestrians, mature trees and planting, toilet facilities, and a children's playground. In the playground is the iconic World War II Harvard aircraft replica that replaced the original aircraft in 2015.

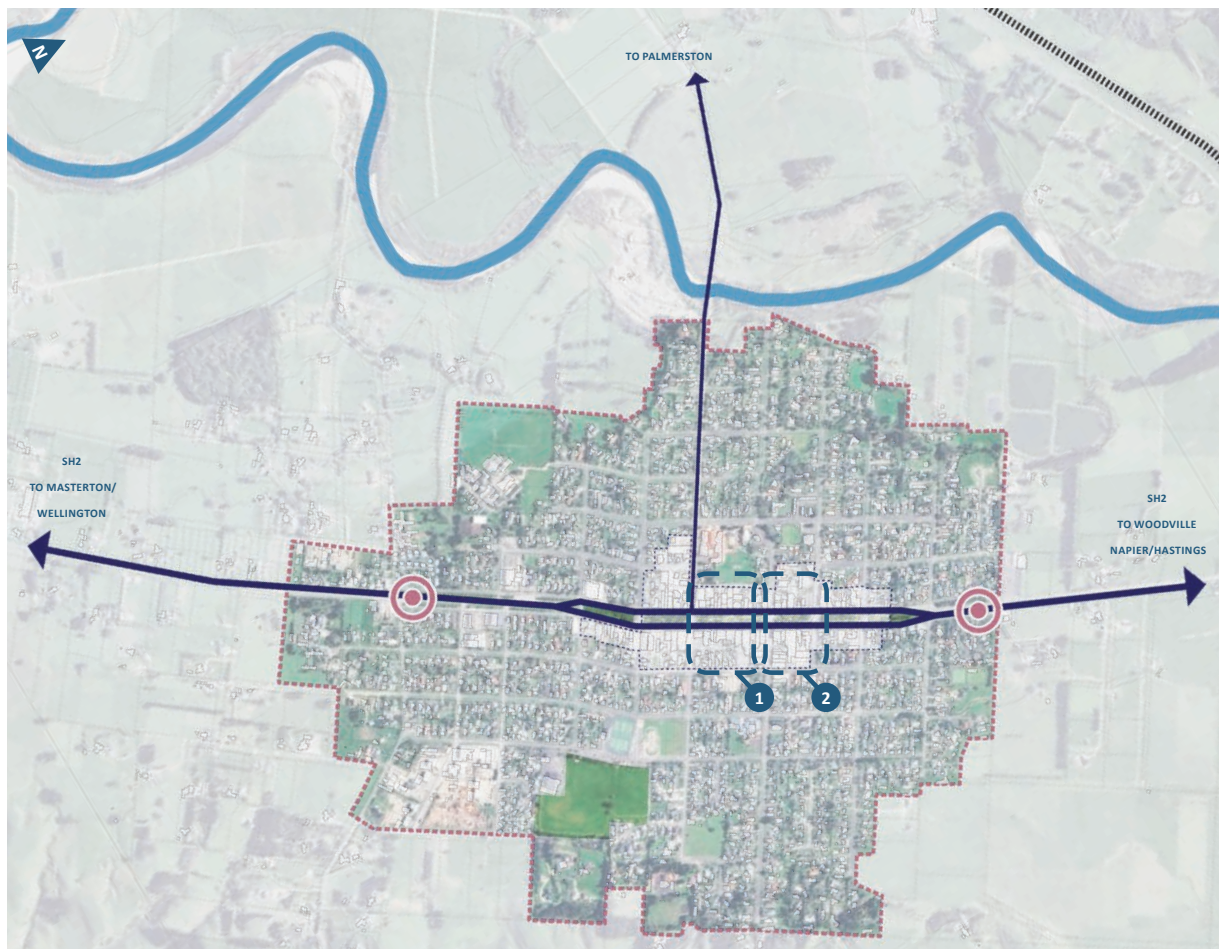
In 2020 the town centre revisualisation was undertaken as part of infrastructure upgrades. A large section of Main Street and the median island was upgraded with plantings among the existing trees, biofilter gardens, urban furniture, lighting, and pathways connecting spaces for public events and gatherings.



55

EXISTING MAPS

CONTEXT MAP



- 1 2 Areas identified as Urban Centre
for Urban Design Strategy

BUILDING OCCUPATION MAP



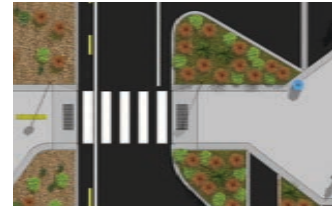
MAIN STREET



A MAIN ST UPGRADED



- 1 Planting central reserve
- 2 Concrete kerb
- 3 Timber boardwalk
- 4 Timber seating
- 5 Asphalt pavement
- 6 Planting



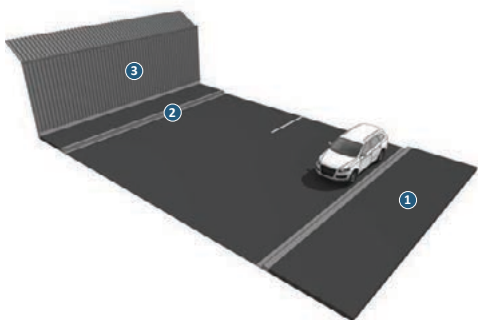
B MAIN ST CROSSING



- 1 Tactile & Directional units for pedestrian crossing
- 2 Native Planting
- 3 Exotic Planting
- 4 Concrete pavement threshold



C WAKEMAN STREET



- 1 Asphalt pavement
- 2 Concrete kerb
- 3 Solid building facade



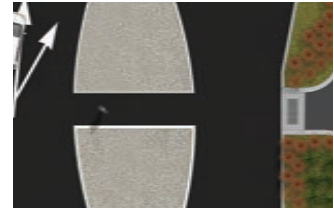
MAIN STREET



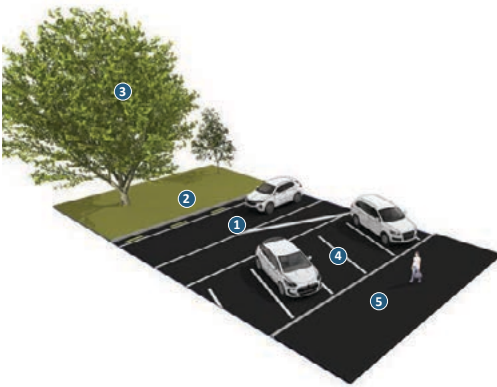
D RESERVE ISLAND CROSSING



- 1 Asphalt pedestrian pavement
- 2 Native planting
- 3 Concrete tactile to crossing
- 4 Loose gravel infill
- 5 Exotic high maintenance planting



E MAIN STREET



- 1 State Highway
- 2 Lawn
- 3 Arboretum style trees
- 4 Angle parking
- 5 Asphalt pavement



	Residential
	Mixed-use
	School
	Lawn
	Planting
	Tree planting
	Parking
	Concrete
	Asphalt
	Earthquake prone buildings

PICTURE BOARD

A selection of images that inspire the identity of Pahiatua





POTENTIAL OPPORTUNITIES

IDENTITY



The wide central median through the centre of town, dividing north and south bound carriageways contributes to this being one of the widest main streets in New Zealand. This also lends itself to the distinct character of the street, with wide open spanse of road and parking along with the green median scattered with mature trees.

The Main Street urban upgrades have also contributed to a new modernised character and identity for the town, which lends a design form for any future works within the main shopping areas.

Key opportunities for further reinforcing the identity of Pahiatua include:

- ▲ Develop a brand or logo for the town that has a bright, refreshed appeal and connects with icon forms that people associate with the town.
- ▲ Develop window stickers and/or posters for shops and public buildings to use to show their connection to the town.
- ▲ Clean up and remove advertising signage and develop new signage rules that provides greater consistency, whilst allowing businesses to advertise and be seen.
- ▲ Review public artworks and installations, and refresh in alignment with the new branding and colours.
- ▲ Repaint the main retail shops in bright, warming colours.

MOVEMENT



Key opportunities for enhancing movement Pahiatua include:

- ▲ Relocation of the State Highway to the western side of the median as a two way arterial route for through traffic, allowing for the eastern side to be more pedestrian focussed with slower moving vehicles.
- ▲ Promote activity within the central median, creating spaces that can be occupied by people for different activities and events.
- ▲ Encourage pedestrian flow between shops, the street, and the central median.
- ▲ Enhance and develop the median as a green corridor with different heights of trees and under planting, allowing for views across the main street .
- ▲ Opportunities for art and installations within the median and footpaths, building facades, etc.
- ▲ Integrating lighting, building on the recent lighting upgrades and incorporating overhead festoon lights in key public spaces.
- ▲ Create wider footpaths, particularly outside hospitality and retail shopping areas where tables, chairs, and umbrellas can be placed out on the street.





ENVIRONMENT

The central median contains an arboretum style selection of mature established trees offering a green corridor through the length of the Main Street. The new upgrades have established lower level native planting integrated beneath the existing mature trees reinforcing this green network.

Key opportunities for improving environmental values within Pahiataua include:

- ▲ Enhance and strengthen the median as a green corridor and space that people can occupy and enjoy for gathering, resting, walking between shops, etc.
- ▲ Incorporate sustainable urban drainage in any future street upgrades including raingardens and bio-filtration infrastructure.
- ▲ Build on and compliment the existing planting palette used within the urban upgrades and existing trees, particularly low level planting beneath existing trees.
- ▲ Indicative plants to reflect the towns existing plant palette:
 - ▲ Arboretum style specimen trees.
 - ▲ Muehlenbeckia.
 - ▲ ground covers and grasses.
 - ▲ raingarden planting.





CONNECTION

Currently State Highway 2 runs through the town forming Main Street, a key link between Wellington region and Hawke's Bay. The generous width and median of Main Street offers great opportunities to provide direct through traffic routes separate to local vehicle activities and pedestrian focused spaces.

Key opportunities for connecting Pahiatua include:

- ▲ Relocation of the State Highway to the western side of the median as a two way arterial route for through traffic, allowing for the eastern side to be developed for local traffic and those visiting the shopping area.
- ▲ Allow for parallel parking along the eastern side to encourage pedestrians to occupy the reserve without needing to cross the road.
- ▲ Establish safe pedestrian crossings connecting across Main Street, particularly on the eastern side where pedestrian movement is promoted.
- ▲ Consider traffic calming options on the eastern side including narrowing of road, and raised crossings.
- ▲ Allow for safe vehicle connections between the western and eastern roads.
- ▲ Retain sight lines between the eastern and western sides of the Main Street between trees, or by crown lifting existing tree canopies.
- ▲ Incorporate Wayfinding into the street network and key connections from the median and other public spaces through signage or directions on pathways.

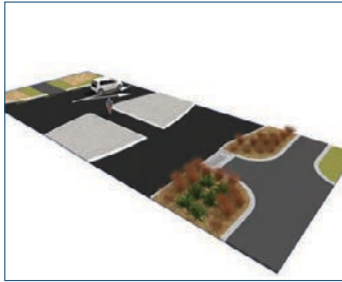


PLACE

Pahiatua's Main Street includes a range of retail and commercial offerings. While both are essential to service the towns community and wider agricultural services there is a divide between the two activities and how people interact with these shops.

- ▲ Encourage larger agricultural and rural services and commercial activities to the western side of Main Street, supported by the main through road and parking directly outside shops.
- ▲ Continue urban upgrades to include full median from the playground at the north end through to the south end.
- ▲ Develop shopping zone on the eastern side with a focus on pedestrians and spaces for people to occupy informally, or for gatherings, or events including pockets of open spaces, versatile platforms/seating, and lighting.
- ▲ Continuation of the street upgrades with quality urban furniture.
- ▲ Consider new street art and installations and communities involvement.
- ▲ Incorporate signage capturing history of Pahiatua, including cultural connection to place and narratives.





EXISTING RESERVE CROSSINGS:

- ▲ Wide crossing
- ▲ Dominant road



OPPORTUNITIES:

- ▲ State Highway moved to the western side of the median.
- ▲ Central crossing narrowed and given a higher pedestrian focus.
- ▲ Introduce ground level planting.



EXISTING MAIN ROAD:

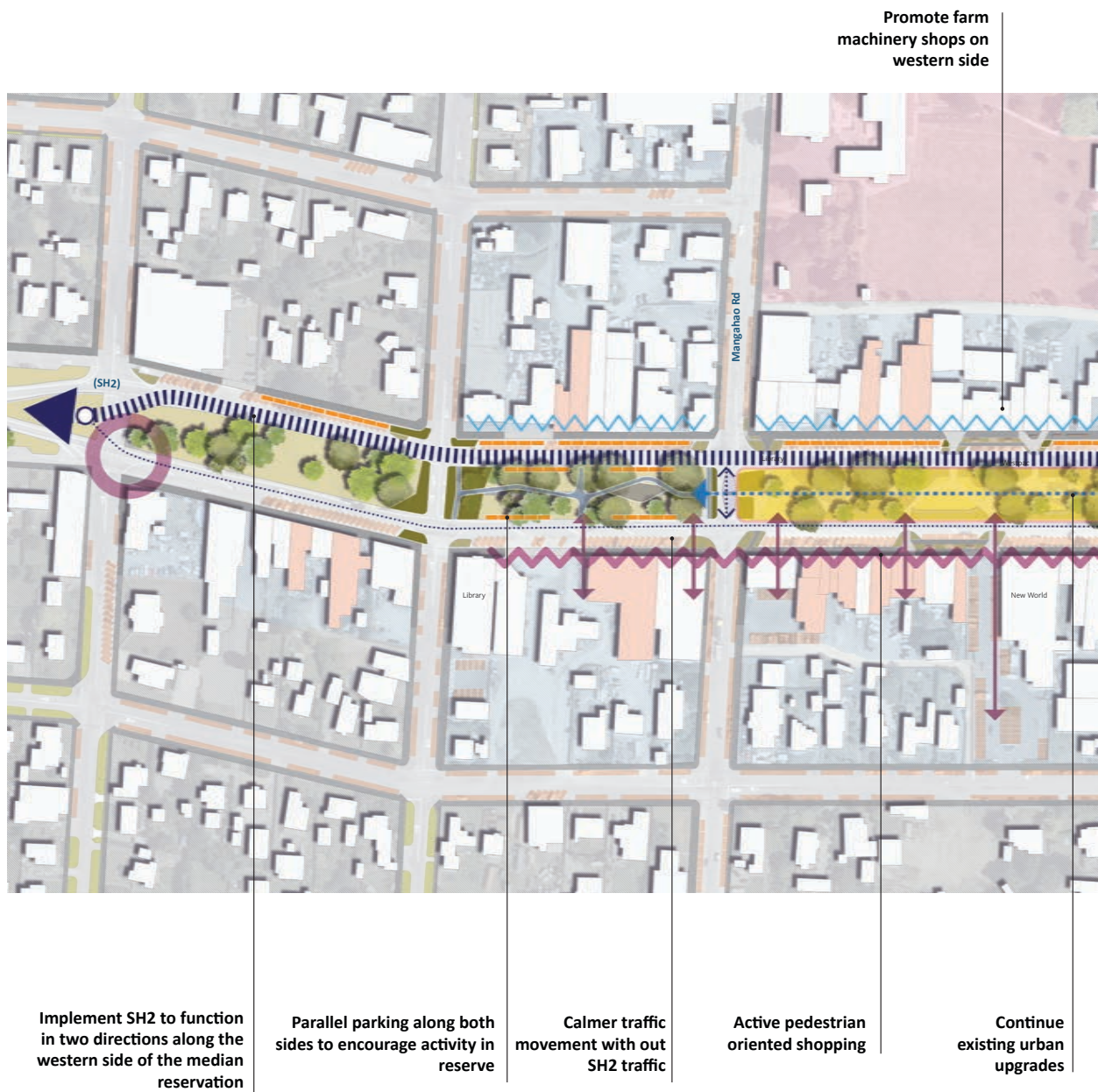
- ▲ Wide roadway, State Highway
- ▲ Limited planting (angled, one side only)

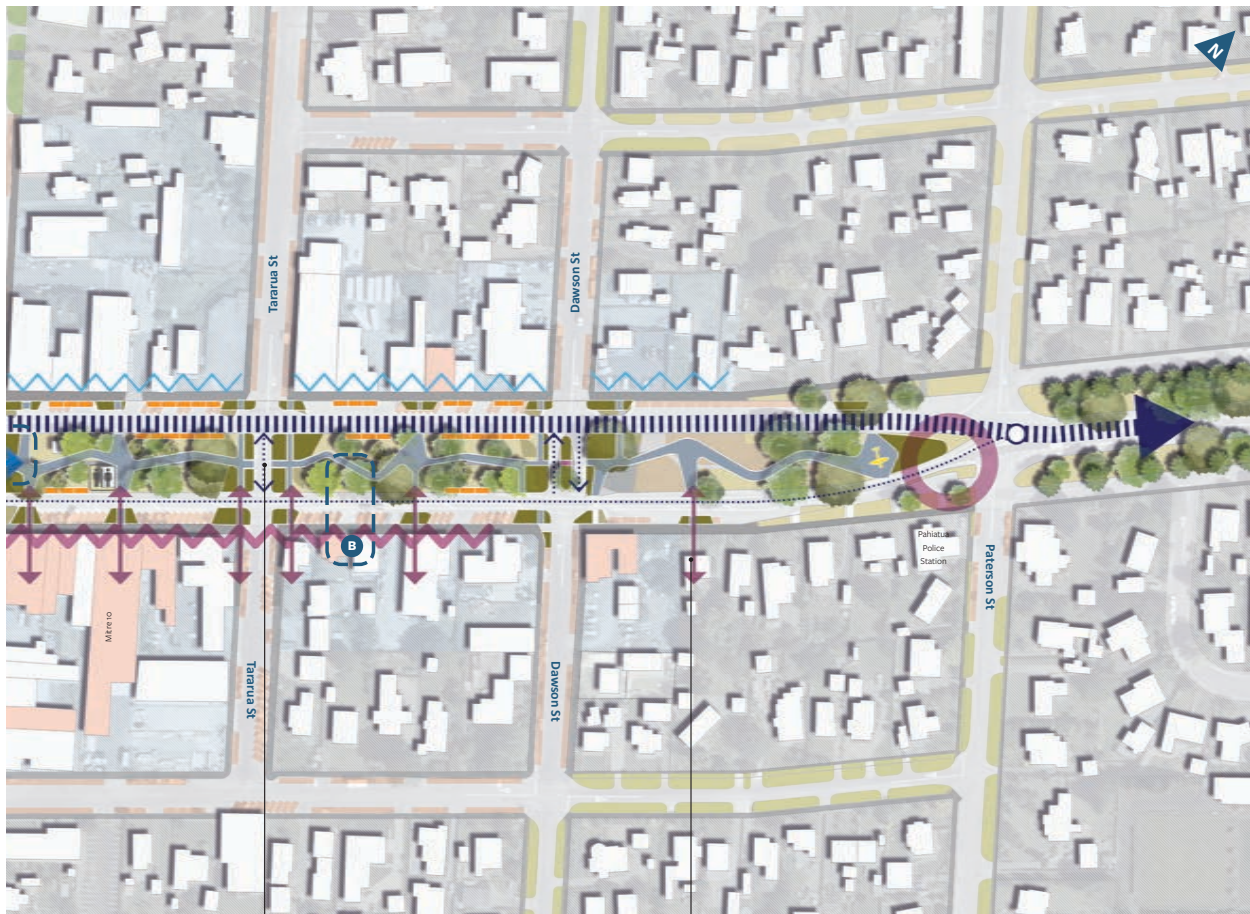


OPPORTUNITIES:

- ▲ State Highway moved to western side so eastern side becomes more locally focussed.
- ▲ Narrow road to slow vehicles.
- ▲ Continue the existing urban upgrades programme.
- ▲ Parking on central reserve to encourage pedestrian activity in the median.

PAHIATUA STRATEGY MAP





Narrow traffic cut
through for easier

Regular crossings into
reserve

- SH2 two directions
- Local traffic, slow speed environment
- Extension of existing upgrade projects
- Carparking
- Planting
- Pathways
- Upgraded urban area
- Active shop fronts
- Earthquake prone buildings
- Existing green spaces
- CBD Gateway



SECTION 5

WOODVILLE

WOODVILLE CONTEXT

HISTORY

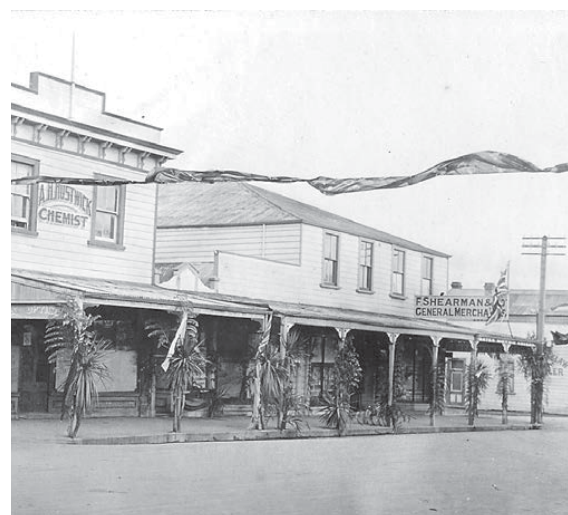
Pre-arrival of European settlers, the area now known as Woodville was inhabited by Māori. The region was part of the traditional territory (rohe) of the Rangitāne iwi, who had a presence in the wider Manawatū area. Māori used the land for hunting, fishing, and farming, and the river provided a key connection through the Manawatū gorge.

European settlers began arriving in the mid-19th century, attracted by the fertile lands and proximity to the Manawatū River. In 1855, the New Zealand Company purchased land from Māori, and the area started to see the development of European-style farming.

Woodville's first major settlement was established by the Wellington-Manawatū Railway Company in the 1880s. The town developed as a service center for the surrounding farmland, with the construction of the railway line being pivotal. The railway allowed for the transportation of farm goods to larger cities like Wellington and Palmerston North, boosting the town's economy.

By the late 19th century, Woodville had grown into a thriving town. It was officially established as a town in 1879. The development of essential infrastructure such as schools, churches, and community halls strengthened the town's sense of identity and community.

The settlement's development was heavily influenced by agriculture, particularly dairy farming, which remains a key industry in the area today. The fertile soil of the region made it ideal for farming, and over time, the town became an important hub for both agriculture and forestry.



TODAY

Today, Woodville is a small but vibrant rural town with a population of around 1,700 people. It serves as a service centre for the surrounding agricultural region, with dairy farming, sheep farming, and forestry being significant contributors to the local economy. Council aspirations are for the town to grow to 3,000 people by 2053.

The town retains its historic charm, with quaint streets, and buildings reflecting its early European settlement, including old shops, and railway buildings.

Nestled near the foot of the Tararua Ranges and proximity to the Manawatū Gorge, a popular natural landmark, Woodville has a direct connection to the rugged, natural beauty of its surroundings. Additionally, in the 21st century extensive wind farms have been established along the Tararua Ranges, these are visible from the town and have become a part of the wider landscape in which Woodville is located.

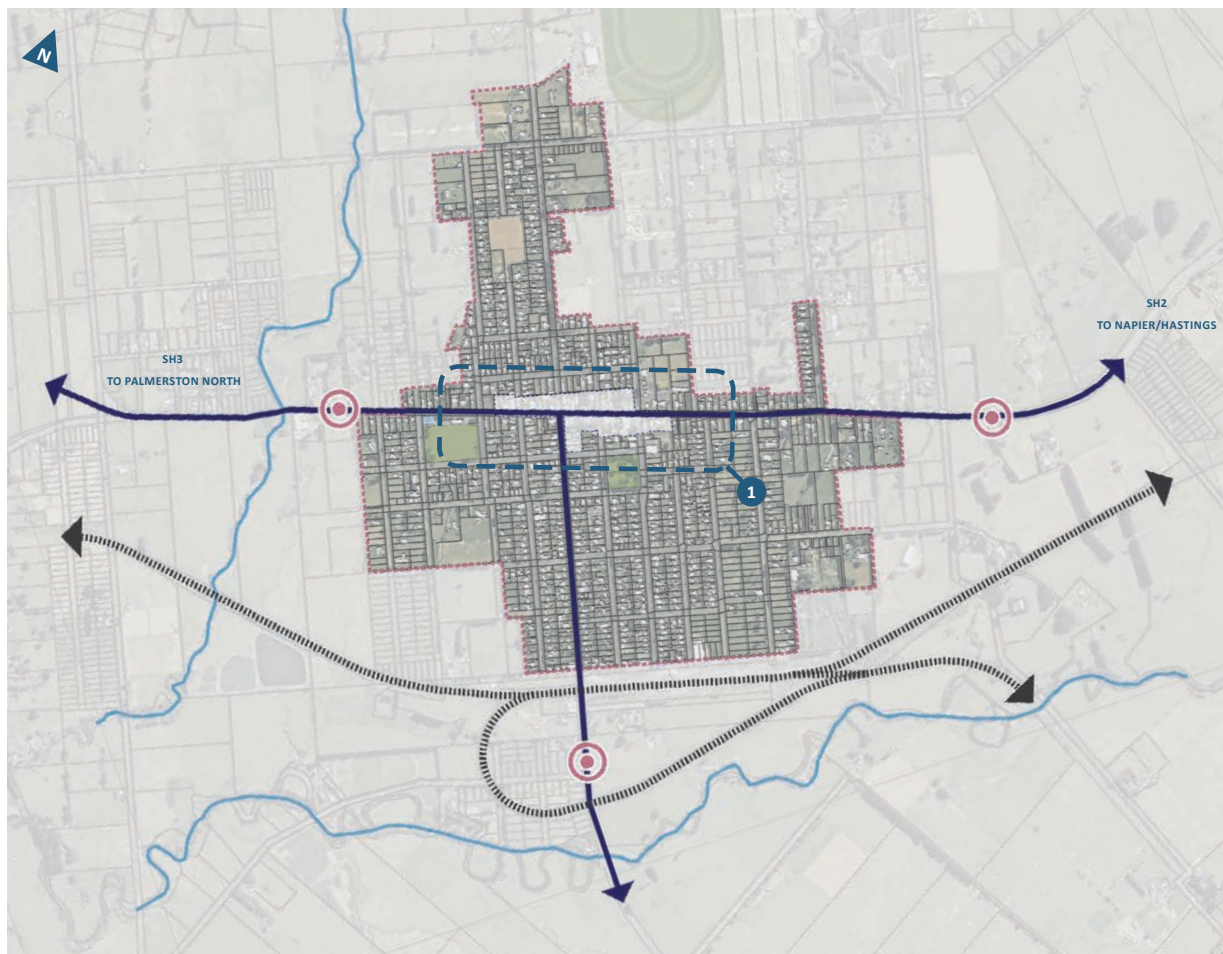
Within the heart of Woodville's township is the junction of State Highway 2 and 3 providing a key rest stop on the routes between Palmerston North or Wairarapa and Napier, making it a convenient stop for travelers. Many cafes and amenities offer options for those wanting to grab a bite, or a drink on their travels, welcoming visitors with a friendly smile and an invitation to slow down and enjoy the simple pleasures the town.

Throughout the year Woodville hosts a variety of events and local activities centered around agricultural shows, festivals, and other community gatherings. The town's history, particularly reflecting on European settlement, the railway system, and agricultural locality continues to be evident in the character of Woodville today.



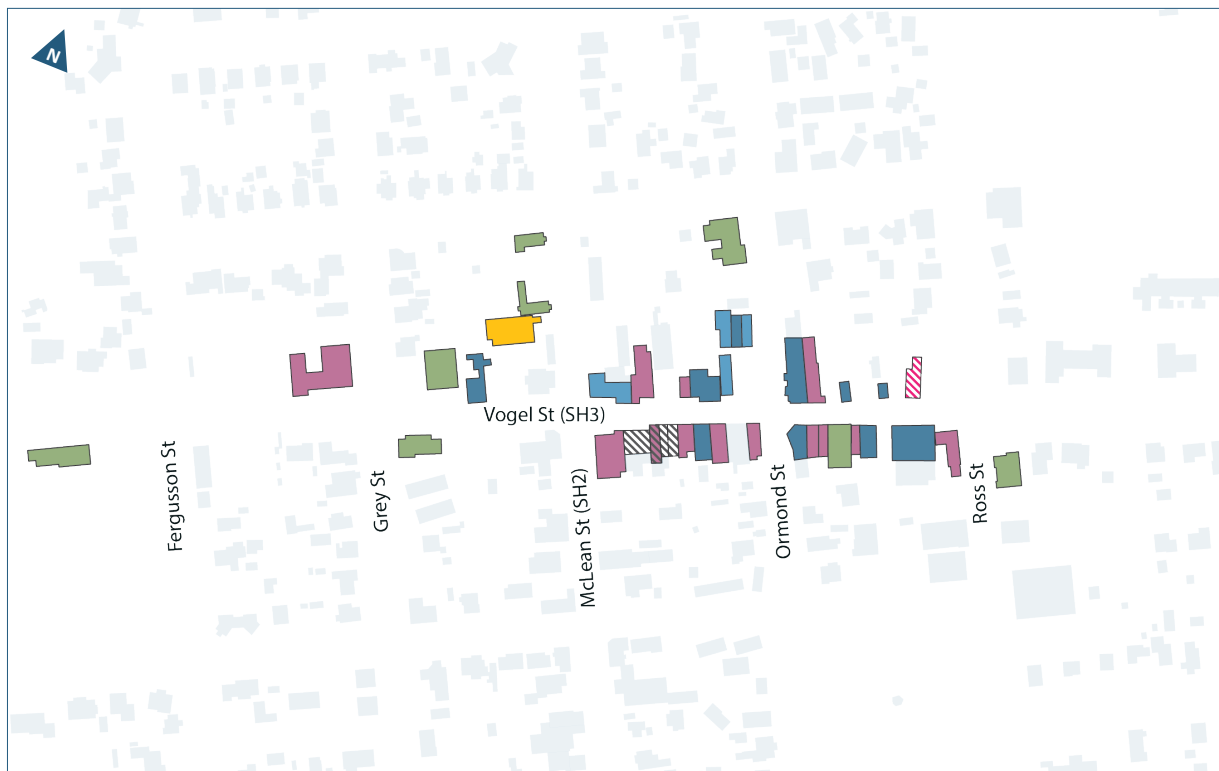
EXISTING MAPS

CONTEXT MAP



- 1 Area identified as Urban Centre
for Urban Design Strategy

BUILDING OCCUPATION MAP



- Retail premise
- Office premise
- Large format retail
- Commercial agricultural / support
- Industrial
- Food / Restaurant
- Municipal / Bank / Community
- Accommodation Motel / Hotel
- Health - Gym / Dentist / Physio etc.

1 WOODVILLE TOWN CENTRE





PICTURE BOARD

A selection of images that inspire the identity of Woodville.





POTENTIAL OPPORTUNITIES

IDENTITY



Woodville is located at the junction of two highways, and as such has become a recognisable break stop for people journeying, featuring a relatively high proportion of cafes and food shops. This is also reinforced by its walkability and village feel - despite the two sides of the main street being separated by a busy highway.

The town also has a strong connection to both the Tararua and Ruahine Ranges, and is located at the heart of what was once the 70-mile bush, near the eastern entrance to the Manawatū Gorge. Historically there has been a connection to the wind farms, but more recently locals have been seeking a new identity for the town.

Key opportunities for ingraining the identity of Woodville include:

- ▲ Develop a brand or logo for the town that connects it with the natural landscape of the Ranges, 70-mile bush and Manawatū Gorge.
- ▲ Develop window stickers and/or posters for shops and public buildings to use to show their connection to the town.
- ▲ Enhance the planting using predominantly native species to create a new, nature-focussed identity.
- ▲ Refresh and repaint buildings in the town centre using a small palette of bright colours that contrast well with dark trees and planting.
- ▲ Clean up and remove advertising signage and develop new signage rules that provides greater consistency, whilst allowing businesses to advertise and be seen.

MOVEMENT



The town has a lot of vehicle movement and reasonable pedestrian activity. Unlike Dannevirke, the shop canopies do not darken the pavements, and there is often good visibility into the shops and cafes themselves.

Key opportunities for enhancing movement in Woodville include:

- ▲ Create a series of “standard” Woodville banners that can be rotated throughout the year (mounted on existing and new mounts on light poles).
- ▲ Encourage cafes to utilise the pavement, including closing car parking spaces to allow them to extend seating into the street.
- ▲ Enrich the planting to provide movement of vegetation.
- ▲ Consider the installation of visible water features that reinforce the connection with nature and the Manawatū Gorge.
- ▲ A *Heavy Vehicle Bypass* already exists between the north and south, but an additional bypass could be considered north to west to reduce heavy vehicle movements in the town centre - however this would required additional consultation and road upgrades.





ENVIRONMENT

As already identified, a key strategic opportunity for Woodville is to enrich planting. Several traffic islands within the town already hint towards this outcome, but they lack a unified strategy, and there are few street trees.

To refresh the identity of Woodville, utilising planting that is reflective of wider natural landscape, especially that of the widely-recognised Manawātū Gorge and the 70-mile bush has the opportunity to create a truly unique rural town.

Key opportunities for improving environmental values within the village include:

- ▲ Develop a unified planting palette for use in public (and potentially private) gardens and traffic islands that provides a rich and dominating native vegetation framework to the town.
- ▲ Use clusters of street trees (rather than standard avenues) to reinforce a natural planting arrangement.
- ▲ Install more ground level planting beds, especially around cafe spaces.
- ▲ Introduce interpretative signs that tell narratives of the 70-mile bush.
- ▲ Indicate key species to reflect a Nordic landscape:
 - ▲ Podocarp trees (including beech, blue totara)
 - ▲ Chionochloa flavicans (native toe toe)
 - ▲ Red coprosma
 - ▲ Dense copses of lancewood, ti kouka
 - ▲ And a mix of similar native species, closely planted





CONNECTION

Similar to Dannevirke, a key challenge for Woodville is maintaining active pedestrian linkages across the busy main street - however the community are very keen to retain the highway through the town centre. Therefore, other methods of connection are needed.

Interestingly, there are only two formalised pedestrian crossings, so potentially an additional could be considered. Interestingly, the more commonly used public toilets are located some way back from the main street (in Fontaine Square) with no direct pedestrian linkage to Vogel Street.

Key opportunities for connecting Woodville include:

- ▲ Consider additional pedestrian crossing near to the centre of the town.
- ▲ Enhance the EV charging opportunities, and expand the public toilets on the Vogel Street to encourage visitors to the town centre.
- ▲ Create key gateways to signify the centre of town.
- ▲ If the recreation ground is developed for retail (in accordance with Council Urban Growth Strategy), extend urban design treatment of footpaths to ensure it connects with the town centre.



PLACE

Sadly, a number of buildings in Woodville are earthquake prone and are likely to need demolition in the future. As such, there is potential for the town to become fragmented with undeveloped sites. However, these could also be used as temporary (or even semi-permanent) spaces for enhancing the environmental strategies.

Key opportunities for enhancing place in Woodville include:

- ▲ Undertaking native planting on undeveloped or unoccupied sites - potentially considering species that can be used for Rongoa (Māori medicine) or foraging.
- ▲ Create a new urban furniture suite based on wood and natural materials.
- ▲ Use timber post and rail fences and timber bollards to contribute to the identity whilst providing safety outcomes.
- ▲ Consider new street artworks and temporary artwork displays.



OPPORTUNITIES:

- ▲ Create places to eat that reinforce a connection to nature
- ▲ Use pedestrian crossings to enrich native planting and enhance connections
- ▲ Use post and rail fencing for safety, and chunky timber seats to reinforce nature identity



EXISTING SH2/SH3 JUNCTION:

- ▲ Earthquake prone building
- ▲ Simple bollards
- ▲ Dominance of hard surfaces

OPPORTUNITIES:

- ▲ Remove building
- ▲ Install native planting area
- ▲ Replace bollards with post/rail fencing

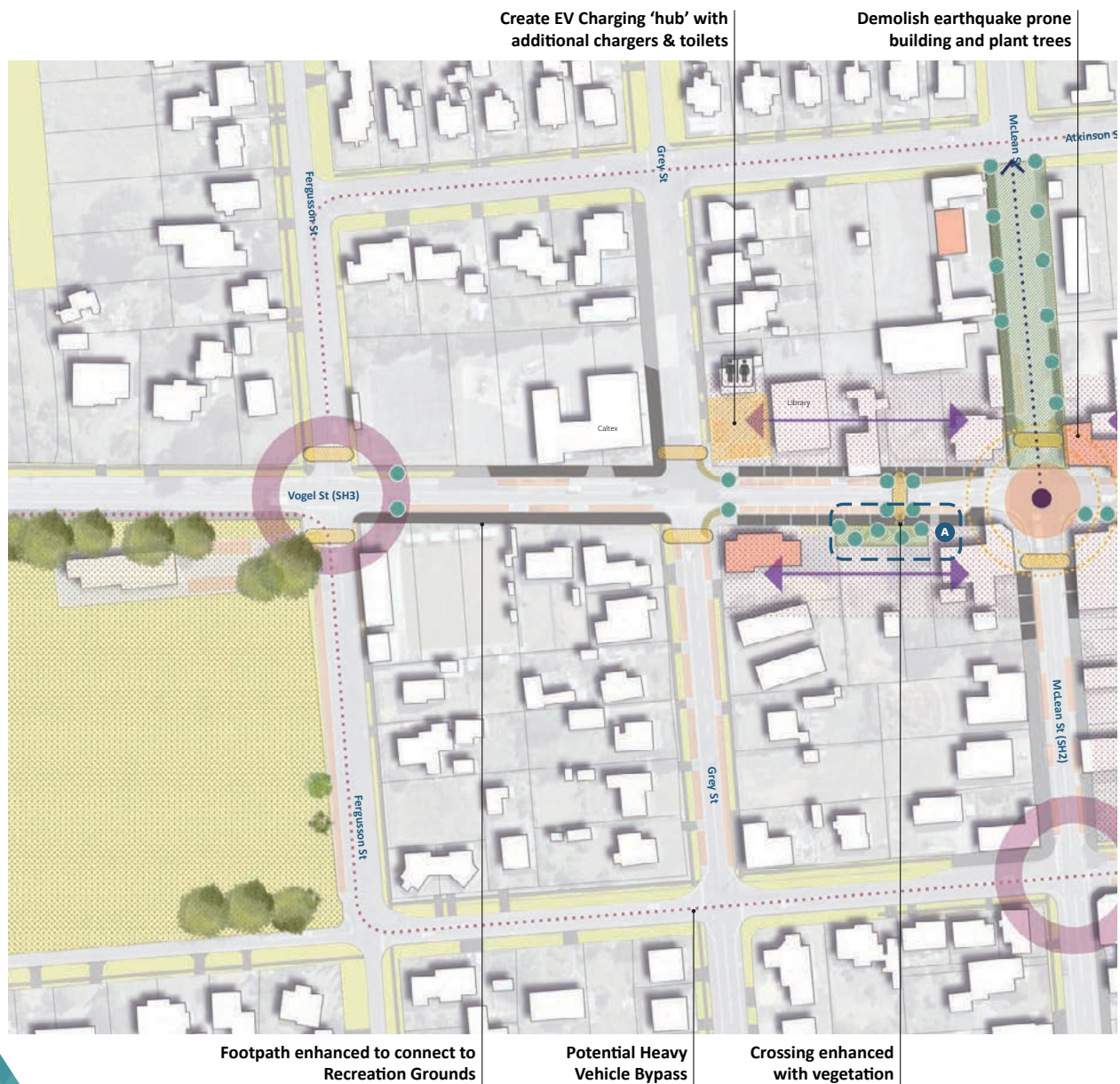


OPPORTUNITIES:

- ▲ Earthquake prone building removed
- ▲ Planting installed to create pocket-park
- ▲ Natural water feature installed



WOODVILLE STRATEGY MAP







SECTION 6

EKETĀHUNA

land of
ranges



EKETĀHUNA CONTEX'

HISTORY AND TODAY

Eketāhuna is a small Kiwi town with a diverse community that works hard to maintain its image, situated centrally between Hawkes Bay and Wellington. It is an ideal place for visitors to stop, with the Community needing to stay in touch and promote itself both within New Zealand and internationally to continue to be viable in the future.

‘Eke’ means to lift up on or come up on, and ‘tāhuna’ is a sandbank. One interpretation is that the site was the furthest south that canoes could travel on the Makakahi River.

Eketāhuna is situated on the banks of the Makakahi River. The town occupies river flats and terraces on a wide but undulating and hilly valley floor. To the west the land rises to the Tararua Range and to the east to the Puketoi Range.

In the late 1870’s and early 1880’s an association organised by G. M. Park, of Masterton, took up small holdings centred on Parkville (about 1½ miles south-west).

Sited towards the southern end of the heavily forested Forty Mile Bush, which extended northwards beyond Woodville, Eketāhuna was originally named Mellemskov (heart of the forest) by the Scandinavian settlers who were transported by wagon from Wellington via “Rimutaka Hill” to Masterton and there housed temporarily. They founded the town in 1872. These government-assisted migrants were contracted to fell the bush and build roads. As the land was cleared, dairying and sheep farming developed. The town became a borough in 1907.

The Eketāhuna Road Board was established in 1886 through the instrumentality of Mr. Anderson, who was the original chairman of that body. The jurisdiction of the Board extended throughout the Eketāhuna district, and many miles of formed roads were under its control.

Travelling artist Christopher Aubrey made many paintings of Eketāhuna in 1892. The town was a convenient overnight stop between Masterton and Pahiatua. Guests could stay at either the Temperance Hotel (where no alcohol was served) or the Club Hotel.

Soon after 1893 small communities were established around Nireaha, Newman (2 miles north), and Hukanui (7 miles north). Farming in the district developed with the comparatively rapid clearance of the forest. The railway, which began from Wellington in 1874 extended to Eketāhuna on 8 April 1889.

The Eketāhuna Express was the only paper published in the district. It was established in August, 1894, and was published twice a week.

The Cliff Walk is a historic and scenic trail that begins at Bridge Street and winds along the cliff above the Makakahi River. This leisurely 30-minute walk leads to the Eketāhuna Campground and offers beautiful views of the river and surrounding landscape. The trail is well-fenced and suitable for families, making it a popular spot for both locals and visitors.

Presently, Eketāhuna stands as a proud testament to its vibrant history, extending an open invitation for all to join in and contribute to its continuing story.

Extracted from Eketāhuna Draft Community Plan



EXISTING MAPS

CONTEXT MAP



A TOWNCENTRE CROSSING



Existing Elements

- 1 Planting
- 2 Exposes aggregate pavement
- 3 Painted concrete kerbs
- 4 Corten Seat
- 5 Litter bin, clad timber recycled paling
- 6 Crossing tactile



1 TOWNCENTRE



B SH2 TOWNCENTRE



Existing Elements

- 1 Asphalt pavement
- 2 Central grass reserve

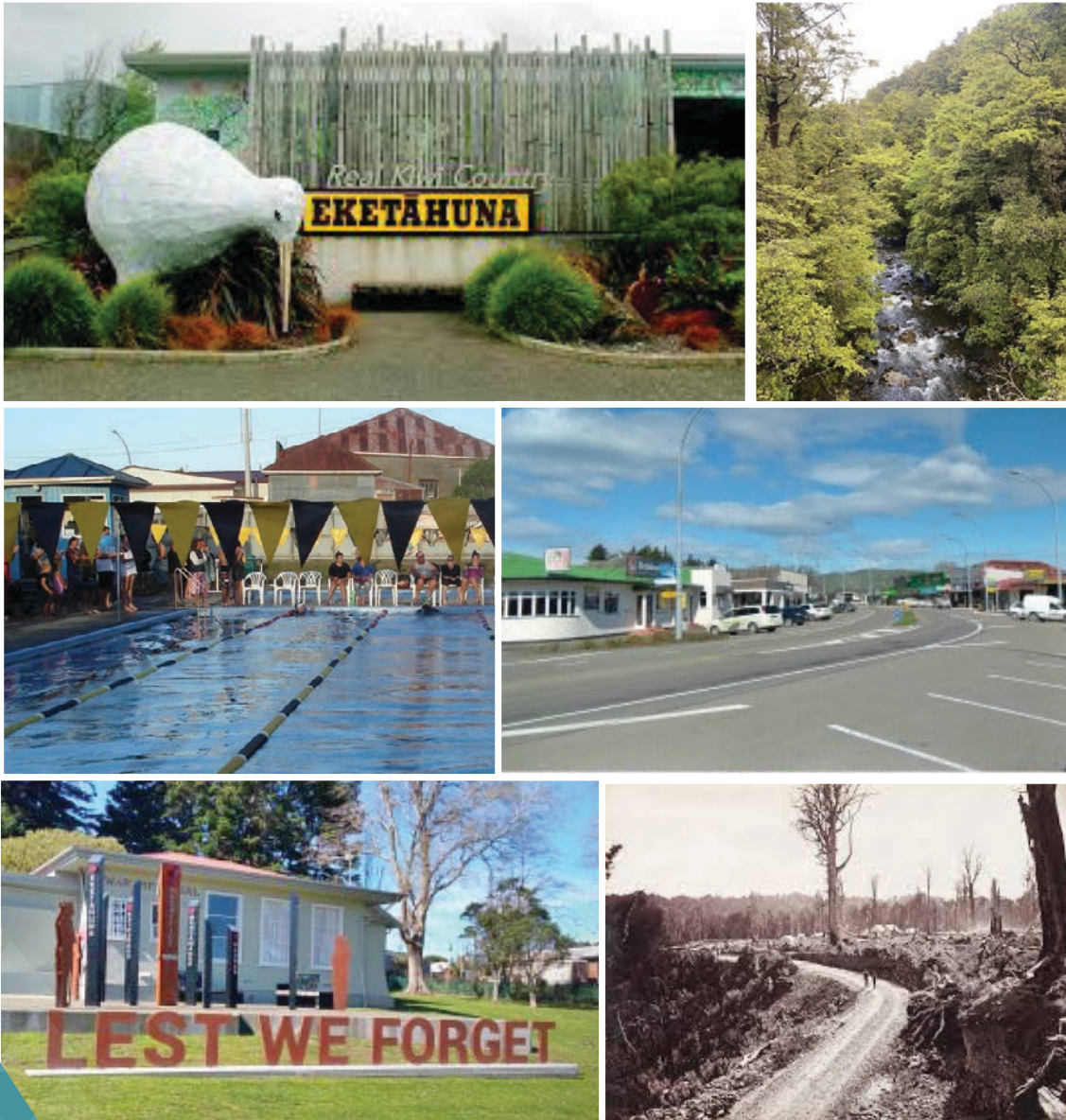
OCCUPATION



- Retail
- Industrial
- Food / Restaurant / Entertainment
- Community
- Commercial agricultural / support
- Unoccupied

PICTURE BOARD

A selection of images that inspire the identity of Eketāhuna.





POTENTIAL OPPORTUNITIES

IDENTITY



Eketāhuna has established itself as a symbolic icon for kiwi, with its close proximity to the Mount Herbert Conservation Centre. The popular strapline 'Real Kiwi Country' remains a strong part of the identity of the town, strengthening its connection not only to the bird, but also to the way of life of rural New Zealanders.

Key opportunities for enhancing identity in Eketāhuna include:

- ▲ Enhance the existing yellow and black kiwi branding.
- ▲ Develop window stickers and/or posters for shops and public buildings to use to show their connection to the town.
- ▲ Reinststate the yellow and black bunting, and use the same bright colouring on the banner poles.
- ▲ Enhance the planting using predominantly native species to further reinforce the connection with nature.
- ▲ Expand the artworks and sculptures in the town beyond just the kiwi to focus on the wider countryside.
- ▲ Consider developing a materials theme, such as corten steel, that can be used for feature work across the town and in sculptures.
- ▲ Create a colour palette for buildings that is focussed on bright primary colours (especially yellow), and undertake painting of dark coloured or run-down buildings.

CONNECTION



One of the key challenges with creating a connected Eketāhuna is the width of the main street, and the separation of the eastern side with the western side (due to the Mākāhiki River). These are difficult to resolve physically, and so will need to be worked around.

- ▲ Install a second pedestrian crossing near the public toilets that encourages visitors to walk a circuit of town, or alternatively...
- ▲ ...consider moving the public toilets altogether, bringing them closer into the centre of town, and ensuring there is plenty of parking.
- ▲ Utilise a common planting theme and colour theme across the whole town so that it feels connected.



PLACE

Eketāhuna already has a number of great spaces that can be used by people, and many of the cafe's already occupy the footpaths. This activity is encouraged and should continue. In addition, the other opportunities identified, particularly planting, will help create a more people-friendly environment that encourages through-travellers to stop.



ENVIRONMENT

The town centre is predominantly a wide asphalted space with a few pockets of successful native planting where previous upgrades have taken place, yet a key element of the identity is the connection to kiwi and the surrounding native bush.

Key opportunities for improving environmental values within Eketāhuna include:

- ▲ Widen the planting beds, and create new ones, and plant with a bold mix of native species.
- ▲ Install tall street trees throughout the main street, ensuring they are limbed up to allow visibility.
- ▲ Introduce interpretative signs that tell kiwi narratives and great farming stories.
- ▲ Indicate key species to reflect a kiwi landscape:
 - ▲ Podocarp trees (including beech, blue totara)
 - ▲ Ferns
 - ▲ Muehlenbeckia & Libertia
 - ▲ Dense copses of lancewood, ti kouka
 - ▲ Hebe
 - ▲ A mix of similar native species, closely planted





MOVEMENT

Being a State Highway, there is a relatively high level of vehicle traffic through the town centre, however the wide street and open visibility means that it remains reasonably safe for pedestrians to cross, even not at the crossing.

However, there could be improvements to the parking to allow greater visibility into the shops, and retaining the opportunity for shops to use the street as part of their retail space.

Key opportunities for enhancing movement in Eketāhuna include:

- ▲ Develop a theme of murals across the town, celebrating the identities of local people (famous or not) and using painting techniques that capture people undertaking activities or moving.
- ▲ Encourage occupation of sidewalks pushing-out level cafe occupation into the street.
- ▲ Install bunting or banners that move in the wind.
- ▲ Install planting that has movement and interest.





EXISTING:

- ▲ Angled car parking
- ▲ Wide roads
- ▲ Limited planting
- ▲ Steep pavement



OPPORTUNITIES:

- ▲ Vehicle parking re-orientated to allow footpath to widen.
- ▲ People given seating opportunities close to the street.

EKETĀHUNA STRATEGY MAP



Additional crossing
Close to toilets

EV Charger within town

Street tree planting



-  Pedestrian crossings
-  Existing green space
-  New planting
-  Trees
-  Gateway with Artworks
-  Viewshafts and Sightlines
-  Earthquake prone (and unknown status) buildings



SECTION 7

NORSEWOOD



land of
ranges



CONTEXT

HISTORY

Rangitāne-o-Tamaki-nui-a-Rua and Ngāti Kahungunu Tāmaki-nui-a-Rua have occupied this area for many years. The surrounding landscape remains significant, particularly the connection with the Ruahine Ranges and the many waterways around Norsewood.

The village as it is seen today was established in the 1870's by a group of Scandinavian settlers, predominantly from Norway, Sweden, and Denmark. They chose to name the town Norsewood as a nod to their Scandinavian heritage.

The government was actively encouraging European settlers to develop the country's land. The land around Norsewood was challenging, the dense forests of seventy mile bush, harsh winters, and an unfamiliar climate. Despite the challenges, eventually the land was cleared and farms were established.

Norsewood initially served as a logging outpost aimed at clearing the forest to facilitate the construction of a railway line and to support agricultural development in the region. The introduction of sawmills and other industries helped the town's economy grow, and it became known for its timber and farming. The village was officially surveyed in 1874, and in 1881, Norsewood was connected to the rest of the country by the railway line, which boosted its accessibility and allowed for better trade and communication.

TODAY

Today, Norsewood is a quiet rural community. While it retains a deep connection to its Scandinavian past, the village has modernized over the years. The main industries are still farming and agriculture, but Norsewood is also known for its picturesque setting and as a stop over for travelers exploring the wider Tararua and Hawke's Bay area.

The Scandinavian influence is still evident, thanks to the early residents who were keen to preserve their cultural traditions, and how this has been carried through to modern day with names, the museum, architectural references, and events and celebrations focused on the Scandinavian heritage.

Norsewood is separated by State Highway 2 into the upper and lower sections. Upper Norsewood is the main area of settlement with the school and shops located along Coronation St.

The street scape is characterised by the wide main street lined with a footpath either side, angled car parking and scattering of exotic specimen trees within the road corridor. Key features are the building facades reflecting the towns heritage.

There are few visible connections to the Māori cultural landscape values or history.



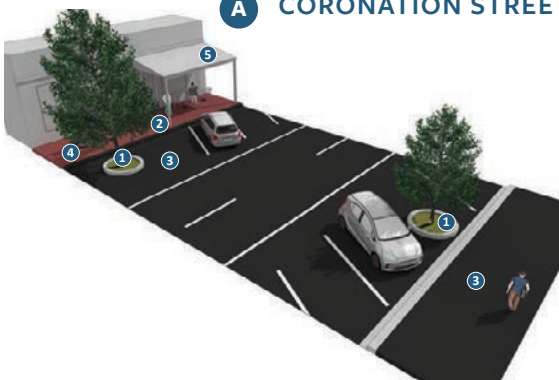
107

EXISTING MAPS

CONTEXT MAP



A CORONATION STREET



Existing Elements

1. Street tree planting between parking spaces
2. Red concrete paver's
3. Asphalt pavement
4. Street furniture
5. Adhoc Canopies



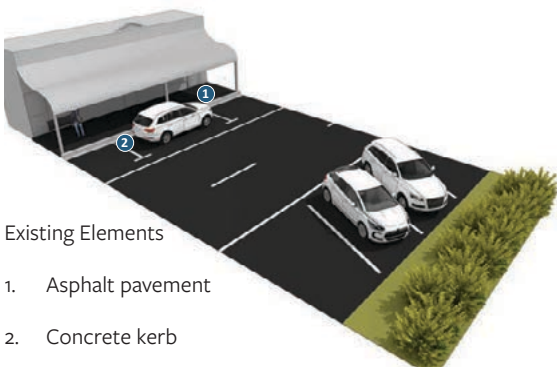
1 TOWNCENTRE - UPPER



2 TOWNCENTRE - LOWER



B HOVDING STREET



Existing Elements

1. Asphalt pavement
2. Concrete kerb

OCCUPATION

- Retail
- Industrial
- Food / Restaurant / Entertainment
- Community

- Residential
- Mixed-use
- School
- Lawn
- Planting
- Tree planting
- Parking
- Concrete
- Asphalt
- Earthquake prone building

PICTURE BOARD

A selection of images that inspire the identity of Norsewood, and its historical connection to Scandinavia.





POTENTIAL OPPORTUNITIES

IDENTITY



The Norsewood community indicated their strong desire to retain and connect with their Scandanavian past. This strong history, reflected in the village and street names is also evident in the annual activities that take place and the pride the community have in their museum and public art.

The key opportunities identified for enhancing the identity of Norsewood include:

- ▲ Develop a brand or logo for the town that references nordic symbologies in balance with Māori narratives.
- ▲ Develop window stickers for shops and public buildings to use to show their connection to Norsewood.
- ▲ Develop a “Norsewood Flag” based on the colours and patterns of Scandanavia together with Māori narratives.
- ▲ For commercial and public building upgrades, consider how these can be designed to blend both Scandanavian and New Zealand architecture.
- ▲ Repaint buildings in the town centre in a variety of bright colours, reflective of Scandanavian architecture.
- ▲ Develop a street furniture and materials palette and design based on the historical timber trades.
- ▲ Enhance and extend public art to reflect the history.

MOVEMENT



As well as being an attraction of the village, its quiet nature means there is relatively low movement of people and vehicles. Therefore it's necessary to think of other ways to enhance visibility of movement and human interactions.

Key opportunities for improving activity within the village include:

- ▲ Use more angled flag posts adorned with the Norsewood Flag to enhance movement.
- ▲ Install hooks across the street to allow for bunting to be installed for events and gatherings.
- ▲ Strengthen connections between shop entrances through sightlines and road patterning, potentially re-distributing parking spaces to give greater visual presence to door openings.
- ▲ Consider how to create more open views into the school so that the activity in the school adds life to the village.
- ▲ Re-distribute and upgrade public seating in places that are pleasant to sit but that promote interaction between pedestrians and people in vehicles.
- ▲ Bring more trees into the village centre that create movement in the wind and bring birds.





ENVIRONMENT

Asphalt and concrete are prominent surfaces within the village centres, despite its location in a wide, rural landscape. The visible presence of vegetation is also diminished by the use of deciduous trees in the road corridors, and the setting back of other vegetation deep into properties.

Key opportunities for improving environmental values within the village include:

- ▲ Develop a unified planting palette for use in public (and potentially private) gardens and traffic islands, utilising exotic trees and native low ground covers that provide a mix of Scandinavian and New Zealand planting styles.
- ▲ Extend planting further into the street and use more regular patterning to visually enhance amenity.
- ▲ Use feature rocks as a way to reference the prominent geology of Scandinavian landscapes and the Ruahine Ranges.
- ▲ Retain viewshafts to the wider landscape.
- ▲ Indicate key species:
 - ▲ White birch
 - ▲ Ferns
 - ▲ Grasses
 - ▲ Thyme



CONNECTION



As a village, pedestrian movement through is relatively uninhibited. However, a key issue is the distinct separation between upper and lower Norsewood and its physical separation from the SH2 corridor.

Key opportunities for improving connectivity within the village include:

- Strengthening viewshafts and pedestrian connectivity between the shops, museum and the village green on Thor Street.
- Introducing educational wayfinding and interpretative signage that guides visitors through the town, including visibly connected symbols.
- Graphically enhance the existing maps, referencing the branding, to help people find their way around.
- Enhance the entrance signage on SH2 to reflect the bright colouring and brand associated with the village identity, and include references to the shops, cafe and museum, perhaps including the village flag.
- Create gateway features that entice visitors.
- Provide bicycle stands and consider bike lanes on the entry roads from SH2.
- Install EV chargers on the main street.

PLACE



The village currently feels a little stark and dominated by vehicles. Additionally, while there is a strong online presence of the great Norsewood festivals, there is little physical reference to these in the village. However there is a strong sense of safety, a feeling you can easily leave your vehicle unlocked.

Key opportunities for enhancing place outcomes include:

- Widen the key footpaths to allow for outdoor tables by the cafes and for shop displays to spill outside.
- Strengthen sightlines across the street, removing barriers such as fences and introducing more permeable delineators (such as planter boxes).
- Enlarge the existing community notices board and relocate it to a more visible location.
- Consider opportunities for installing photo frames that can be updated with photos or posters of village events.
- Enhance the interpretative signs using the Norsewood branding, including photos of people undertaking activities and possibly audible narratives (push-button).



EXISTING:

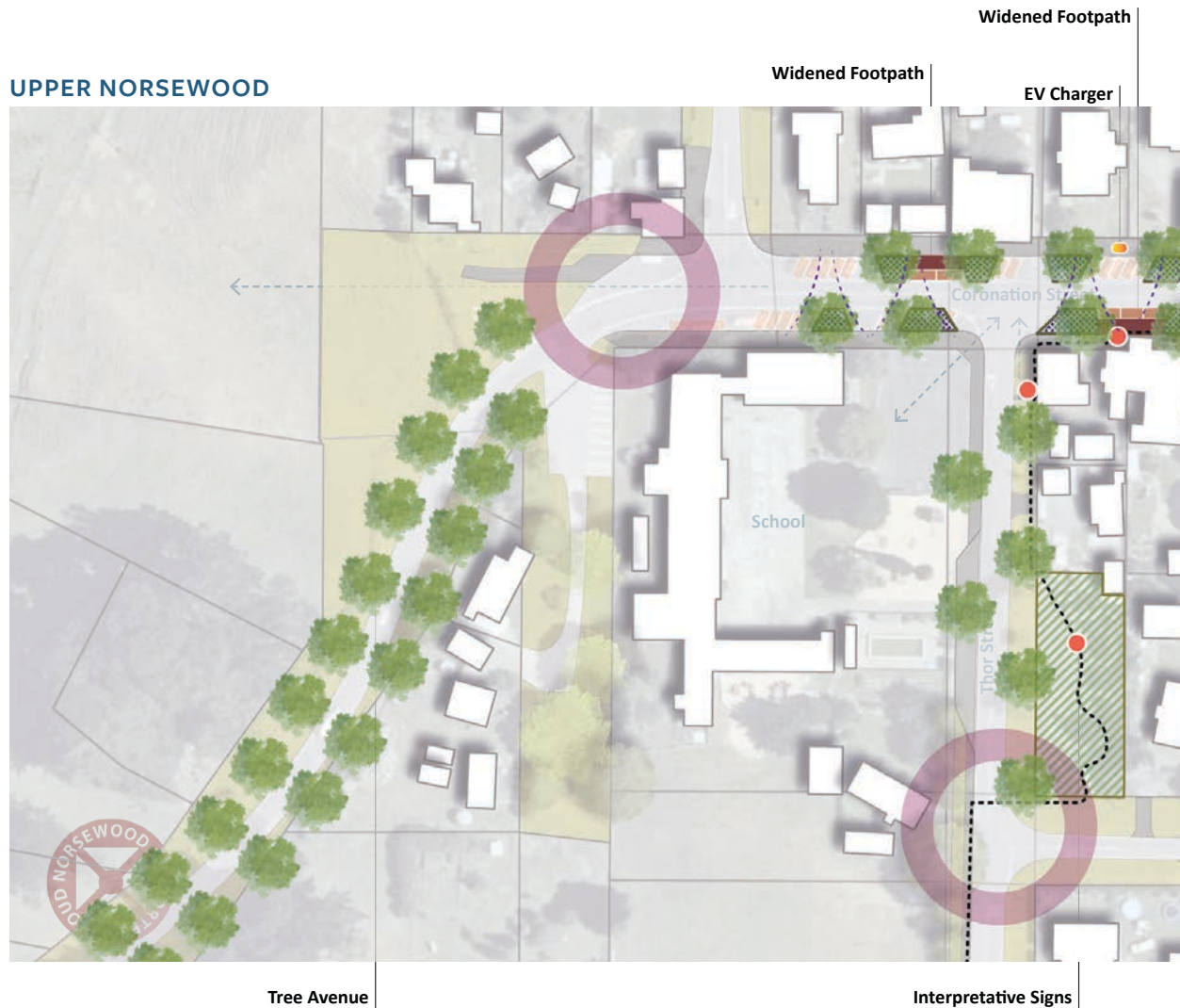
- ▲ Angled car parking
- ▲ Narrow footpath
- ▲ Single trees in planter boxes

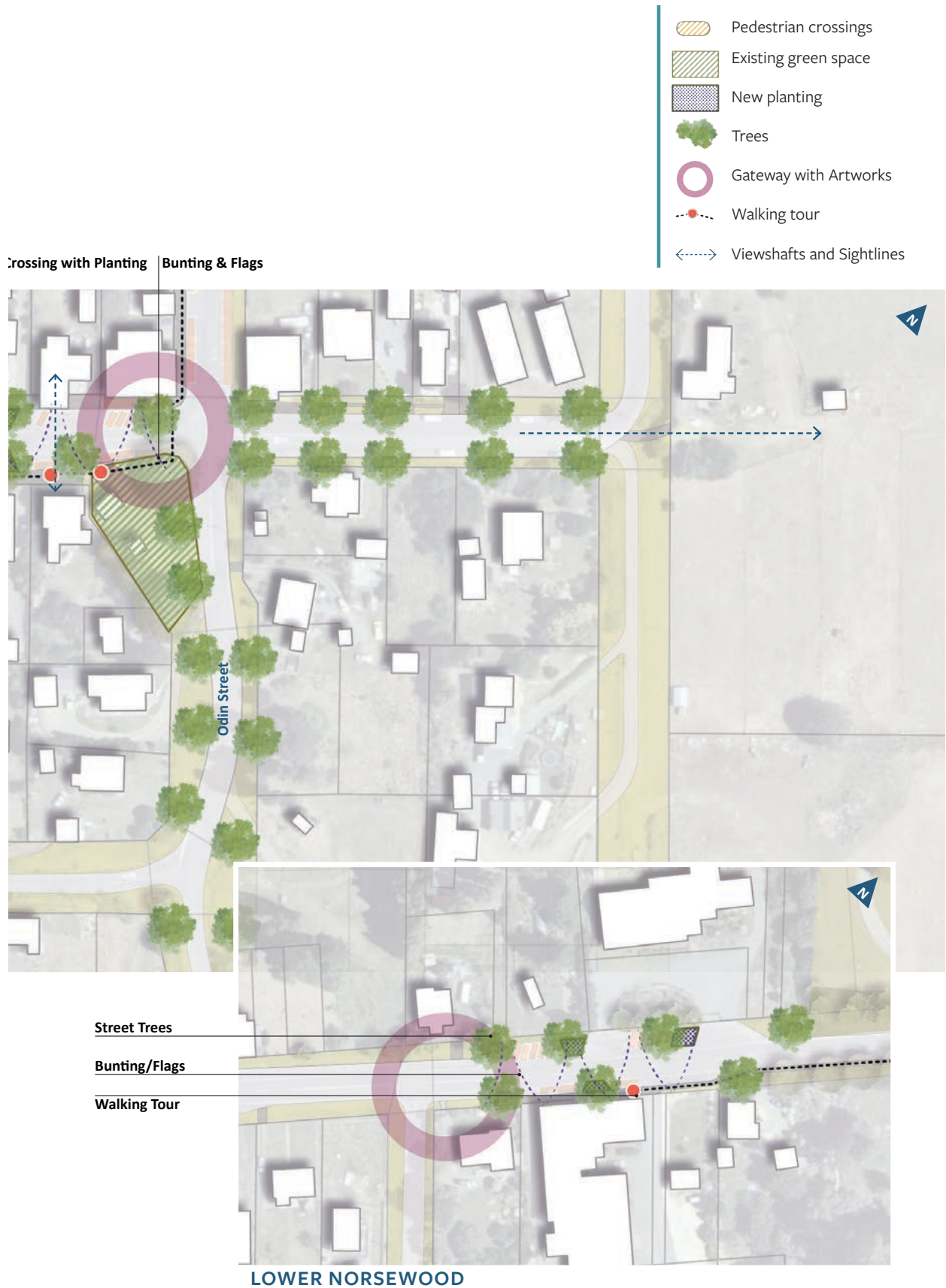


OPPORTUNITIES:

- ▲ Vehicle parking re-orientated to allow footpath to widen.
- ▲ Planter boxes bring nature close to people, but allow access around them.
- ▲ Tree planter extended and enhanced with additional planting.
- ▲ Building painted bright colour reflecting Scandinavian architecture.
- ▲ Angled flags to create movement.
- ▲ Window sticker to reinforce love and connection to Norsewood.
- ▲ People given seating opportunities close to the street.

NORSEWOOD STRATEGY MAP







SECTION 8

NEXT STEPS

LOOKING FORWARD

SUMMARY OF RECOMMENDATIONS

This document has provided ideas and recommendations for potential upgrades, summarised as follows:

- ▲ **DANNEVIRKE:** Position the town away from its more traditional viking history and promote a bright identity through colour, light and vegetation. Demolish some earthquake prone buildings and use the spaces to create links to rear parking areas, opening visibility and creating depth to the town.
- ▲ **PAHIATUA:** Relocate the State Highway to the western side of the central median, and then on the eastern side develop a local shopping precinct with slower traffic, parking and good connectivity. Continue the landscape upgrading.
- ▲ **WOODVILLE:** Enhance the town with layers of native vegetation, linking to the historical 70-mile bush and as part of the gateway to the iconic Manawatū Gorge. Use spaces left by earthquake-prone buildings to create parks for resting and eating, and develop a larger EV and rest-break centre.
- ▲ **EKETĀHUNA:** Enhance the town with vegetation, particularly tall trees. Begin a mural campaign that focusses on painting local people undertaking various activities, and continue the theme of bright colours.
- ▲ **NORSEWOOD:** Build and grow its existing strong identity and connection to Norse history, reflecting this in colours, flags and branding to be used across the village. Enhance vegetation, develop wayfinding narratives and gateways.

WHERE NEXT

The strategies and ideas outlined are only the beginning. Further ideas will no doubt develop through the community coming together, and possibly some of the ideas in this strategy will be ruled out as not right. Ultimately, this document is designed to inspire support and provide a framework for thinking about how to get started.

Some of the ideas can be delivered as Council initiatives, and others can be done by the community, potentially without Council input. The outcomes that have been identified are based on preliminary investigations and ideas only, and they will need refinement through a consultative process.

A successful outcome of this strategy will be the coming together of communities to discuss the opportunities and identify which of them can be advanced. This will likely require fundraising activities, and it is recommended that this document is used to provide support to funding applications.

It's worth noting that some projects may require Council approvals, or upgrades to Council infrastructure (such as seating or traffic islands). The appropriate mechanism for achieving these outcomes is through the Long Term Plan process, which is open to public submissions and discussion.

In addition, achieving the greatest success will come through individual property owners contributing to the visions on their own buildings or land. This may include upgrades, painting or planting, as well as signalling and supporting community-wide initiatives.

The page opposite proposes a flowpath for how to deliver on the opportunities identified in this strategy.



1

URBAN ENHANCEMENT STRATEGY

This document contains all the background and context information supporting the Urban Enhancement Strategy. It is intended to provide a vision which inspires Council and communities and a set of opportunities which can be realised.

2

COMMUNITY ENGAGEMENT

On the back of this Strategy, and as part of the Community Plan process, the next step is for communities to come together with Council and agree what opportunities that have been identified could be delivered, as well as exploring other ideas that are engaging and promote liveable places.

3

IDENTIFY AND DETAIL PROJECT

Groups within the community are encouraged to identify a project (or projects) that they are keen to see delivered, and then spend time determining what exactly it might look like. This may include preparing brief written overviews, or providing simple plans that show locations or specific outcomes.

4

FUNDING

With the project parameters identified, it's possible to begin fundraising. This might include more traditional routes (such as community events), or through more formalised channels (such as organisations that support charitable outcomes). This document will be an important part of fundraising, as it outlines the vision and overall outcomes sought, as well as presenting a unified approach across both Council and community.

5

APPROVALS

Before a project can be delivered on the ground, it will be important to check that it doesn't need any resource consents or building consents or other approvals like corridor access requests, noting if on the main roads these could involve Waka Kotahi. This can be easily checked with Council, and if it is identified that the project aligns with this strategy, it is likely that fast-track and discounted processes may be possible.

6

INSTALLATION & CELEBRATION

With funding and approvals secured, there should be nothing stopping the project being installed! Gather as many of the community as possible to support the installation, ensuring good communication of timing and outcomes, and don't forget to celebrate its completion!

7

MAINTENANCE

Good projects consider how the outcomes will be maintained in perpetuity, so be sure to think about this during the detailing and have a plan in place. It may be that the project is temporary, so will need removing, or it may need safety inspections, cleaning or weeding. Make sure you have a good team of people who are willing to keep involved with the project long after it is completed.





Report

Date : 16 September 2025

To : Mayor and Councillors
Tararua District Council

From : Sarah Fountaine
Community Engagement Officer

Subject : **Notification of District-wide Contestable fund Round 1 2025/2026 outcome.**

Item No : **9.7**

1. Recommendation

- 1.1 *That the report from the Community Engagement Officer dated 10 September 2025 concerning the Notification of District-wide Contestable fund Round 1 2025/2026 outcome. be received.*
- 1.2 That the following District-wide contestable fund round 1 2025/2026 applicants be received and accepted.

Applicant	Amount Requested	Amount Allocated
Te Tahua o Rangitāne Limited	\$10,000	\$5,000
Miss Melissa Reiri	\$4,200	\$500
Dannevirke Ross Shield	\$5,000	\$1,000
Nayna Patel	\$750	\$750
Pahiatua and Districts Museum Inc. Society	\$1,699	\$970
Miss Jodie Kent	\$12,000	\$1,500
Pongaroa The Way To Go	\$7,301.41	\$1,500
Miss Hannah Donald	\$2,000	\$1,500

Pahiatua Trout Fishing Carnival	\$1,500	\$1,000
Mr Brian Hales	\$2,650	\$2,650
The Phil Lamason Heritage Centre (Inc)	\$15,000	\$10,000
Te Kete Hauora o Rangitāne- Pēpi Ora Rōpu	\$6,000	\$3,000
Dannevirke Highland Pipe Band	\$5,000	\$4,250
Akitio Boating Club	\$3,600	\$1,275
Tararua Young Farmers Club	\$1,800	\$500
Dannevirke Fantasy Cave Charitable Trust Inc.	\$6,000	\$1,043
Dannevirke Basketball	\$13,839	\$3,500
The Dannevirke District Agricultural and Pastoral Association	\$4,688	\$2,000
TOTAL FUND ALLOCATED Round 1		\$41,938

Executive Summary

This report outlines the outcome of the District-wide contestable fund recipients finalised at the panel meeting held on 10 September 2025. The fund aims to support initiatives that benefit the community, with applications assessed based on the fund assessment criteria to ensure alignment with community needs and funding priorities.

Total amount of funding available for the District-wide Contestable fund round 1 2025/2026 \$46,000, The panel has retained a small portion of funding (\$4,062.00) to allow for consideration of any urgent applications that may arise.

A total of 36 submissions were received, requesting a combined total of \$253,009.36

2. Reason for the Report

- 2.1 The purpose of this report is to present the outcome of the assessment and decisions of District-wide Contestable fund applications round 1 2025/2026.
- 2.2 The assessment process was conducted by the panel, consisting of Mayor, Māori Ward Councillor, South Ward Councillor, North Ward Councillor, and supported by the Community Engagement Officer.

2.2.1 Table 1. Outcome Successful applicants.

Applicant	Amount Requested	Amount Allocated	Notes / Conflict of Interest
Te Tahua o Rangitāne Limited	\$10,000	\$5,000	Contribution towards the feasibility study for the Te Apiti Discovery Centre. Mayor declared conflict of interest and recused from deliberations and decision-making.
Miss Melissa Reiri	\$4,200	\$500	Contribution towards kapa haka uniforms.
Dannevirke Ross Shield	\$5,000	\$1,000	Travel and Representation fund allocated.
Diwali celebration	\$750	\$750	Funding towards Diwali celebration. Mayor Declared Conflict of interest and recused from deliberations and decision-making.
Pahiatua and Districts Museum Inc. Society	\$1,699	\$970	Contribution towards the museum alarm system.
Miss Jodie Kent	\$12,000	\$1,500	Travel and Representation fund allocated. North Ward Councillor Declared Conflict of interest and recused from deliberations and decision-making.
Pongaroa The Way to Go	\$7,301.41	\$1,500	Contribution towards the establishment of Pā Harakeke.
Miss Hannah Donald	\$2,000	\$1,500	Travel and Representation fund allocated.
Pahiatua Trout Fishing Carnival	\$1,500	\$1,000	Contribution towards the Trout fishing Carnival.
Mr Brian Hales	\$2,650	\$2,650	Funding towards ANZAC service and restoring the 100-year-old memorial.
The Phil Lamason Heritage Centre (Inc)	\$15,000	\$10,000	Contribution towards the construction of Lamason-Buchenwald Memorial.
Te Kete Hauora o Rangitāne-Pēpi Ora Rōpu	\$6,000	\$3,000	Contribution towards Pēpi Ora Rōpu, Māori Ward Councillor Declared Conflict of interest and recused from deliberations and decision-making.
Dannevirke Highland Pipe Band	\$5,000	\$4,250.00	Contribution towards the replacement of drums.
Akitio Boating Club	\$3,600	\$1,275	Contribution towards Kids Summer Fishing Club, teaching children water safety, and conservation.
Tararua Young Farmers Club	\$1,800	\$500	Contribution towards Kane Brisco/Farm Fit event.
Dannevirke Fantasy Cave Charitable Trust Inc.	\$6,000	\$1,043	Contribution towards facility hire for the annual fantasy cave.
Dannevirke Basketball	\$13,839	\$3500	Contribution towards facility hire for the junior basketball programme.
The Dannevirke District Agricultural and Pastoral Association	\$4,688	\$2,000	Contribution towards wood chopping competition at the annual A&P show.

2.2.2 Table 2. Outcome of Unsuccessful applicants.

Applicant	Amount Requested	Panel Decision Notes
Miss Brianna Ryan	\$2,000	The submission did not contain the necessary level of detail to enable informed consideration of the proposal.
The Royal New Zealand Society for the Prevention of Cruelty to Animals	\$2,500	Lower alignment with assessment criteria and funding priorities.
Pahiatua and District Help-N-Hand	\$20,000	Due to significant pressure on available funding and lower alignment with the assessment criteria, suggest reapplying in future rounds.
Woodville Bowling Club	\$1,395	The panel concluded that other funding avenues are more appropriate for this proposal.
Manawatu Multiple Sclerosis Society Incorporated	\$10,000	The funds eligibility criteria excludes public services under central government responsibility. (Primary health care)
Friends of Mangatainoka-Pahiatua Cemetery	\$8,515	The applicant received support in both Round 1 and Round 2 2024/2025. Priority has been given to new applicants.
Manawatu Horowhenua and Tararua Diabetes Trust	\$750	The funds eligibility criteria excludes public services under central government responsibility. (Primary health care)
Dannevirke Volunteer Fire Brigade Inc	\$20,000	The funds eligibility criteria excludes public services under central government responsibility. (FENZ)
Tararua Aquatic Community Trust	\$3,033	The applicant received support in Round 1 2024/2025. Priority has been given to new applicants.
Pahiatua Golf Club Inc.	\$3,500	The panel concluded that other funding avenues are more appropriate for this proposal.
Eketahuna Radio Society	\$5,220.72	Lower alignment with assessment criteria and funding priorities.
Akitio Voluntary Rural Fire Force	\$10,584.49	The funds eligibility criteria excludes public services under central government responsibility. (FENZ)
Les Chevaliers - Across the Ages	\$10,000	The applicant received support in Round 1 2024/2025. Priority has been given to new applicants.
Te Whare Ora o Eketahuna - Eketahuna Health Centre Incorporated	\$8,500	The funds eligibility criteria excludes public services under central government responsibility. (Primary health care)
Friends of the Dannevirke Domain	\$29,478.30	The applicant received support in Round 2 2024/2025. Priority has been given to new applicants. Mayor Declared Conflict of interest and recused from deliberations and decision-making.
Positively Woodville Incorporated	\$3,815.44	Lower alignment with assessment criteria and funding priorities

Applicant	Amount Requested	Panel Decision Notes
Stephanie Alaina Sims - Pahiatua Seed Library Seeds and Supplies	\$890	Due to significant pressure on available funding and lower alignment with the assessment criteria, suggest reapplying in future rounds.
Mr Derrick Sims - Tararua Cinematheque	\$9,800	Lower alignment with assessment criteria and funding priorities.

Attachments

1. [Assessment Criteria District wide Contestable Fund - July 2025](#)



ASSESSMENT CRITERIA: DISTRICT-WIDE CONTESTABLE FUND

VERSION 4
LAST UPDATED: JULY 2025



District-wide Contestable Fund Assessment Criteria

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Introduction

The Tararua District Council is committed to supporting the long-term growth and development of our community. The District-wide Contestable Fund, amounting to \$100,000 annually, will support requests that contribute to a connected and thriving district.

This document outlines the assessment criteria and application process for the Fund. We encourage all eligible groups and individuals to apply and help shape a vibrant and sustainable future for our district.

Eligibility Criteria

APPLICANTS

To be eligible for funding, applicants must:

- Operate within the Tararua District;
- Demonstrate a clear benefit to the community or district; and
- Have no outstanding accountability reports for previous funding received from the Council.

EXPENSES

The District-wide Contestable Fund will fund a wide range of costs integral to project or service delivery including salaries, training and development, administration, and office expenses, rent and utilities, promotion and materials and small capital items. However, it will not fund:

- Activities promoting religious, ministry, or political purposes
- Debt repayment
- Legal and medical expenses
- Public services under central government responsibility (e.g, education, primary health care)
- Alcohol purchases
- Retrospective costs (unless required as a grant condition)
- Large physical works needing consents or permits
- Services outside the district

URGENT FUNDING APPLICATIONS

Council recognises that some projects, particularly those involving international representation or time-sensitive opportunities, may require immediate support.

If you have an urgent request outside of the funding rounds, your application can be considered at the next council meeting, please ensure your application is submitted two (2) weeks prior to the council meeting. You can view upcoming Council meeting dates on the council website:

<https://www.tararua.govt.nz/your-council/governance/public-notice-of-meetings>

To be eligible for urgent consideration, applications must:

- Demonstrate a critical need for funding to ensure the project proceeds within the next four-six weeks.
- Clearly explain why the project/event cannot go ahead without immediate financial assistance.

Assessment Criteria

Applications will be assessed based on the following criteria:

Community Benefit	The request benefits a large portion of the community and aligns with <u>community needs</u> .
Feasibility of Request	The request is clear and achievable, the applicant has capacity to deliver, and the request outcomes are sustainable.
Financial Viability	The budget is accurate and complete, the request demonstrates financial need, and it is cost-effective.
Innovation and Creativity	The request is original and creative, offering new solutions.

Funding Priorities / Community Needs

The following funding priorities will be used in the assessment process to determine how a request aligns with local community needs.

Thriving district	The request will contribute to the well-being of the community, ensuring people are thriving, happy, safe, and well.
Local culture and traditions	The request is likely to honour local customs, traditions, and values, reflecting our commitment to cultural respect and collaboration.
Improving environment	The request will contribute to improving the natural environment while supporting the production of a diverse range of primary industry food and products.
Improving facilities and infrastructure	The request is likely to improve community facilities and infrastructure, meeting the needs of future generations and supporting long-term prosperity.
Enhanced community wellbeing	The request will contribute to enhancing community well-being through capacity, innovation, and adaptability, promoting balanced and sustainable growth.
Collaborative effort	The request is likely to improve collaborative efforts, leveraging collective strength to address challenges and seize opportunities, making great things happen.

Travel and Representation Fund Allocations

The District-wide Contestable Fund includes standard allocations for travel and representation to ensure consistent support across the district. These include:

- Domestic travel: \$800

- Australasian travel: \$1,000
- International travel: \$1,500
- Clubs selected for national competition: \$1,000

Final amounts may vary depending on the specific application and the availability of funds.

Application Process

Submission	How to Apply:	Applications must be submitted to the Tararua District Council via the SmartyGrants portal.
	Deadline:	There are two funding rounds per financial year. All funding timelines are published on Tararua District Council's Community Funding page.
	Urgent Applications:	There is a pathway for urgent applications outside of the funding rounds. Applicant must be able to demonstrate a clear need. Urgent applications will follow the Review and Decision process.
Review and Decision	Processing	The Grants team will collate submissions and prepare applications for consideration by the Panel.
	Panel Review	The Panel, consisting of Mayor, Māori Ward, Southern Ward, Northern Ward, and the Grants team, will assess each submitted application against the eligibility criteria.
	Panel Decision Consideration	The Panel will consider all eligible applications, making the final decisions on funding allocations.
Notifications and Payments	Council Notification:	The Grants team will prepare a notification item to the next Council meeting.
	Applicant Notification	Applicants will receive formal notification regarding the outcome of their application within one week of the Council meeting.
	Publications	Successful applicants will be published by Tararua District Council.
	Payment	Payments to successful applicants will be processed following the meeting decision date.
Other	Questions and enquiry	For any questions, please contact the Community Engagement Officer by calling 06 374 4080 or 06 376 0110 or emailing grants@tararuadc.govt.nz .

Formal Process for the Panel Meeting for Funding Application considerations:

Pre-Meeting Preparations	Panel Selection	Select and confirm The Panel, consisting of Mayor, Māori Ward, Southern Ward, Northern Ward, and the Grants team, will assess each submitted application against the eligibility criteria.
	Application Distribution	Distribute application materials to panellists at least one week prior to the meeting. Provide evaluation criteria and scoring guidelines.
	Urgent Applications:	There is a pathway for urgent applications outside of the funding rounds. Applicant must be able to demonstrate a clear need. Urgent applications will follow the Review and Decision process.
Meeting Structure	Opening and Orientation	Review of meeting agenda, objectives, evaluation criteria, and decision-making protocols. Reminder of confidentiality, conflict of interest.
	Conflict of Interest Review	Any panellist with a declared conflict of interest and will refrain from the relevant applicant discussion.
	Application Review and Discussion <i>For each application:</i>	Panel Discussion Open discussion among panellists. Community engagement officer ensures all voices are heard and recorded.
	Applicant scoring evaluation	Identify how each applicant scored against the funding criteria.
	Funding Recommendations	Final recommendations are made by consensus or majority vote.
Post-Meeting Actions	Documentation	The Grants team will prepare a notification item to the next Council meeting.
	Notification	Applicants will receive formal notification regarding the outcome of their application within one week of the Council meeting.

Accountability & Compliance

Reporting Requirements	Successful applicants must submit an activity report within 12 months of receiving the grant, or upon activity completion, whichever comes first.
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	The report must detail the outcomes achieved by the activity and provide evidence of how the funds were used, including receipts, invoices, and any other relevant financial documentation.
Monitoring and Evaluation	Periodic progress updates may be requested by the Council to track progress. Additionally, the Council reserves the right to conduct site visits to verify the progress and impact of the activity.
Compliance	Applicants must ensure all activities and expenditures comply with the guidelines set out in the grant agreement, including maintaining accurate records of all activities and expenditures for audit/reporting purposes.
Consequences of Non-Compliance	Failure to submit the required reports or misuse of funds may result in the requirement to repay the grant. Non-compliance may affect eligibility for future funding from the Council.

Conflicts of Interest

Organisations affiliated in some way to elected members or Council staff can still be considered for grant funding. However, organisations in this category should declare any potential conflict of interest (or perception of a conflict of interest) in their application to ensure any necessary steps can be taken to mitigate this.

Elected members or Council staff involved in funding decisions are also required to declare any potential conflicts of interest (or perception of a conflict of interest) so an assessment can be made of whether their involvement in any assessment or decision-making related to these applications needs to be modified, restricted, or removed.

Contact Information

For any questions or assistance with the application process, please contact:

Community Engagement Officer
grants@tararua.govt.nz
 06 374 4080 or 06 376 0110



Report

Date : 15 September 2025

To : Mayor and Councillors
Tararua District Council

From : Michelle Davis
Alliance Administrator

Subject : **Road Closure Requested Under the Tenth Schedule Local Government Act 1974**

Item No : **9.8**

1. Reason for the Report

- 1.1 The Ultimate Rally Group has made application for road closures on Sunday 19 October 2025. These closures have been requested under the Tenth Schedule of the Local Government Act 1974.
- 1.2 In accordance with the Act, consultation with the Police has been undertaken. The Police have indicated they have no concerns. No public objections have been received in response to advertising placed in the Bush Telegraph on 11 August 2025.

2. Recommendation

That the report from the Alliance Manager dated 11 September 2025 concerning a road closures application under the Tenth Schedule of the Local Government Act 1974 (as circulated) be received, and

That pursuant to Section 342 (1)(b) and the Tenth Schedule of the Local Government Act 1974, the Council resolves to close the following roads for the purpose of allowing The Ultimate Rally Group to hold the Targa Rally event:

Road name: Tourere Road

Date of closure: Sunday 19 October 2025

Period of closure: 10:20am to 3:15pm

Road name: Ormondville Te-Uri Road

Date of closure: Sunday 19 October 2025

Period of closure: 10:20am to 3:15pm

Road name: Mangahei Road

Date of closure: Sunday 19 October 2025

Period of closure: 10:20am to 3:15pm

Road name: Route 52-0044

Date of closure: Sunday 19 October 2025

Period of closure: 10:20am to 3:15pm

Road name: Wimbledon Road

Date of closure: Sunday 19 October 2025

Period of closure: 10:20am to 3:15pm

Conditions Applied to the Granting of these Road Closures

- 2.1 That the Tararua Alliance in conjunction with the organiser will assess shortly prior to this event the condition of the roads involved to determine their suitability for this purpose.***
- 2.2 That if the Tararua Alliance identifies any road or roads as being in an unsuitable condition arising from this assessment, then they have the discretion to request the organiser to withdraw such road from the route of this event.***
- 2.3 That shortly after the event has been held, the Tararua Alliance shall carry out a drive over of the roads that were closed for this event to assess their condition.***

Advisory Note

That should the Council incur any additional maintenance costs as a consequence of the event, then those expenses shall be recovered from the event organiser.

Attachments

- 1↓. Temporary Road Closure - Ultimate Rally Group - Tourere Road, Ormondville Te-Uri Road, ~ 0044, Wimbledon Road_Redacted***



Application for temporary road closure

Made under the Tenth Schedule of the Local Government Act 1974

Please read this first

This form will be scanned by electronic equipment. It is important that you:

- use a blue or black pen to complete this form; and
- print clearly.

Applicant details (Please print in CAPITALS)

All contact details must be in New Zealand.

T h e U l t i m a t e R a l l y G r o u p

Name of applicant (e.g. club or organisation)

K e i t h W i l l i a m s

Contact person

P O B o x 4 9 9

Postal address

D r u r y

Town

2 2 4 7

Postcode

o -

Daytime phone number

Mobile phone number

o -

After hours phone number

o f f i c e @ u r g . c o . n z

Email

Attachments

The following documents are attached to this application: *(tick all enclosed)*

- ☐ Map/s of locations where road closure is requested
- ☐ Traffic Management Plan (including safety plan and emergency access arrangements)
- ☐ Copies of relevant insurance documentation
- ☐ Details of steps you will take to inform local landowners/residents of your event and access provisions
- ☐ Details of how your application will benefit the Tararua District
- ☐ Other documentation in support of your application

(please specify)

Please refer to the attached. TMP, Insurance, Safety Plan, letters to residents will be forward once recived/done

Please provide as much detail as you can about your proposed closure. Failure to supply adequate detail may result in your application being declined.

The information you have provided on this form is required so that your application for road closure can be processed under the Tenth Schedule of the Local Government Act 1974. The information will only be used for this purpose.

Under the Privacy Act 1993, you have the right to see and correct personal information the Council holds about you.

Please note - an application fee will apply. Please refer to the current fees and charges.

Office use only

NAR

Receipt

Date

Conditions of application

The following standard conditions are attached to this application for road closure:

- Applications must be received **not less than 16 weeks prior** to the date of the proposed closure. An application fee will apply. Please refer to the current fees and charges.
- The applicant will be liable for the cost of advertising associated with this road closure application. Under the terms of the Local Government Act procedure, the closure must be advertised prior to its consideration by Council, in order to allow an opportunity for public objection. Council will arrange the appropriate advertising in its standard format, and the costs will be passed on to the applicant.
- Council will consult with the New Zealand Police as required under the terms of the Local Government Act.
- This application, and any public or Police objections, will be considered at an ordinary meeting of the Tararua District Council. The Tararua District Council reserves the right to decline any application for road closure at its discretion.
- Should this application for road closure be approved, the following standard conditions will apply:
 1. That the Council's Alliance Manager or (nominee) in conjunction with the event organiser will assess within one week prior to this event, the condition of the roads involved and whether the pavement can cope with the event.
 2. That if the Alliance Manager (or nominee) identifies any road or roads as being unlikely to cater for the event without significant remedial work, then he has the discretion to request the organiser to withdraw such road/s from the route of this event.
 3. That within 48 hours after the event has been held, the Alliance Manager (or nominee) and event organiser shall jointly carry out a drive over of the roads that were closed for this event to assess their condition.
 4. That should the Council incur any additional maintenance costs as a consequence of this event being held, then these expenses shall be recovered from the rally organiser.
- Council further reserves the right to impose any other reasonable conditions in relation to a road closure as it deems appropriate.
- Successful applications will require a further advertisement to notify the public of the date and time of the road closure/s. This will again be arranged by Council on behalf of the applicant, and the actual cost passed on.

Special conditions of application - motor sport events

The following *additional special conditions* attached to this application for road closure *apply to motor sport events* within the Tararua District:

- Applications must be received **not less than 26 weeks prior** to the date of the proposed closure for motor sport events. The application fee will still apply. Please refer to the current fees and charges.

- This Council has excluded or restricted the frequency of use for future motor sport events on certain roads in our District.

The following roads are excluded from use for motorsport events:

- Puketoi Road
- Bartons Line
- Whenuahou Road
- Saunders Road
- Pori Road
- Haunui Road
- Bowen Road
- Central Mangaone Road
- Mangaone Valley Road
- Central East Road
- Tawataia Road
- Pukehoi Road
- Kopikopiko Road

The following roads are restricted to use for motor sport events every three years at the discretion of this Council:

- Mangahei Road
- Blairgowrie Road

- The Council will charge a bond of up to \$2,000.00 per event to the organisers that is refundable provided no damage is caused to the roads used. The Alliance Manager (or his nominee) has been authorised to use their discretion to determine the amount of the payment required for this purpose, taking into account the size of the event and the extent of the routes included in the application seeking the proposed road closures.
- **No motor sport road closures will be considered** over the months of July, August, September and October inclusive.
- Organisers of events are advised that a charge for the inspections by Tararua Alliance may be made to cover the hours and kilometres involved with processing applications, and overseeing the event.
- Event Organisers **must** outline the potential tangible benefits to the District as part of their application.
- All residents/property owners on roads being the subject of applications for closure must be contacted by the applicant to inform them of the proposed event, and to obtain their agreement if they are satisfied that the intended closure is approved. A survey schedule containing these details will form part of any road closure application presented to the Council for its consideration. Where any person contacted by the applicant indicates their opposition to the closure sought, the applicant shall inform them of their right to forward a written objection to the Council that it will consider prior to deciding whether to grant the application.

V1 (19/05/2025)

Stage Name:	SS35 & SS36 – ROUTE 52 - PORANGAHAU
	40:20am 1:10pm – 2:50pm 5:15pm Sunday 19 th October 2025
RCA:	Tararua District Council Central Hawkes Bay District Council
Start:	Start: On Route 52 at the intersection with Weber Road.
	Past Millstream Road (no exit)
	Past Tahuokaretu Road
	Past Esdaile Road
	Past Franklin Road
	Past Angora Road (no exit)
	Past Shed Road (no exit)
	Past Herbertville Road (no exit)
	Past Birch Road East
	Right onto Wimbleton Road
	Past Willis Road (no exit)
	Past Wall Road (no exit)
	Left onto Porangahau Road
	Past Mangaorapa Road
	Past Wilder Road (no exit)
	Past Old Hill Road
Finish:	On Porangahau Road 100mtrs from the intersection with Blackhead Road.



Stage Name:	SS33 – ORMONDVILLE
	10:20am – 2:50pm Sunday 19th October 2025
RCA:	Central Hawkes Bay District Council Taranua District Council
Start:	Start: On Ngahape Road at house number 454.
	Past Braeview Road
	Right onto Tourere Road
	Past Ahiweka Road (no exit)
	Left onto Ormondville – Te Uri Road
	Past Maunga Road
	Right onto Mangahei Road
	Past Ngapaeruru Road
	Past Tuturewa Road
	Past Okarae Road (no exit)
Finish:	On Mangahei Road 300m from the intersection with Weber Road.



21 April 2025

Tararua District Council
PO Box 115
Dannevirke 4942
Atten Rik Morris



PO Box 499, Drury, Auckland 2247
Tel: 09 298 8322
Mb: 021 476384
E-mail: office@urg.co.nz

Dear Rik

REF: Application for Road Closures for the Targa NZ: – 15-19 October 2025.

The Ultimate Rally Group proposes the attached road closures under the Tenth Schedule, Paragraph 11(e) of the Local Government Act 1974 066.

Although the Council may close roads under the Tenth Schedule without calling for objections, we would like the opportunity for public comment to remain in place. This system has worked well over many years, and we feel that the good relationship The Ultimate Rally Group has established with the residents of the district could suffer if that right was withdrawn.

The Ultimate Rally Group's initial consultation will inform residents of the proposed time and date of the road closure application. We prefer to start this as soon as possible.

The Ultimate Rally Group's wishes to be advised of any comments regarding the closure that Council may receive from residents or businesses, in order to re-consult with them to achieve a mutually satisfactory agreement.

Upon the Council approving the Closure Applications, Road Closure Signage will be erected on the proposed roads no sooner than 21 days prior to the event date to advise users of the impending closure. Any new comments will be handled by The Ultimate Rally Group with Council being advised of the outcome.

A reminder letter will be dropped to residents on the affected roads reminding them of the closure 7 - 21 days before the Targa event. This final letter will detail Emergency Procedures should an emergency situation arise. **An emergency 0800 number** will be published enabling residents to contact the organisers during the road closure in the event of an emergency. The competition can then be stopped so that appropriate procedures can take place. Medical staff are located at the start of each 'stage' on the closed road and are there to render assistance if required. The letter will also advise The Ultimate Rally Group's commitment to repair any property damage that may occur.

In addition, written correspondence will be made to all transport operators, dairy companies, rural delivery, utilities, schools, bus operators and associated organization's that could be affected by the closure, including Police, Fire Service and St John. Every effort is made to enable local schools / community groups to benefit from our event by initiating them to hold fundraising activities.

With this in mind could we suggest the following timetable:

- ❖ Ultimate Rally Group visits residents as soon as possible.
- ❖ "Proposal Public Notice" to be published no later than 60 days before event.
- ❖ Comments to be received within 14 days.
- ❖ The council's decision finalised no later than 44 days before the event.
- ❖ Advise Ultimate Rally Group of the decisions no later than 30 days before the event.
- ❖ The "Road Closure" public notice is published no less than 14 days before the event.
- ❖ The Ultimate Rally Group to carry out resident mail drop advice and erect "Notice of Event" signs 7-21 days before event.

The Targa New Zealand Motoring Event takes the form of a timed trial event, with cars leaving at one-minute intervals. Each car is timed from start to finish. The closed roads will be under the control of experienced officials at the start and finish venues. All side roads will be taped and marshaled to

ensure all vehicles and or spectators remain off the closed stage. Only Tarmac roads are used with all competing vehicles road legal (ie: rally tyres are not permitted).

The following safety measures for the event include:

- ❖ All area emergency services, and their communication centres are informed of the Event.
- ❖ Full radio communications between start and finish points including medics, police and Rally Base.
- ❖ Advanced Paramedics and/or a MIV type vehicle will be located at the start of each 'stage' along with additional MIV vehicles in a roaming capacity.
- ❖ All closed roads will be cleared for safety purposes by official vehicles equipped with flashing lights and/or a siren before the 'stage' can commence.
- ❖ Closed roads re-open behind the official stage Safety Clearance Vehicle "SWEEP" vehicle who immediately follow the last competing vehicle.

Advertising Criteria:

- ❖ **Only local papers** are to be used. We have found that on rural roads these papers have the best coverage.
- ❖ If the cost of advertising exceeds \$500, collectively written confirmation must be sort from The Ultimate Rally Group
- ❖ We ask that each advertisement be kept to the minimum size possible (200mm by 2 columns) by the elimination of repetition, and use of abbreviation. This size we have found to be adequate for communicating up to 6 Road Stage Closure Applications. Smaller Closure Applications generally only require 1 column width.
- ❖ The Ultimate Rally Group can supply examples of past event advertisements if required.

Please confirm receipt of this application.

Thank you for your assistance and we look forward to your reply.

Kind Regards,



Keith Williams
Event Coordinator
The Ultimate Rally Group
Tel: [REDACTED]
Mb: [REDACTED]



Stage Name: Omondville. Page: 114 Date: 27/6/2025.

[illegible]



Resident Consultation

The Ultimate Rally Group

Stage Name: Cambridgeville

Page: 214

Date: 27/6/2025

Targa NZ
PO Box 499, Drury, Auckland 2247
P: +64 9 299 8322 F: +64 9 298 8266
W: www.urg.co.nz E: info@urg.co.nz

I can that an Ultimate Rally Group representative has visited and advised me of their intention to temporarily close road/s noted in the 'Proposed Road' column for their upcoming event. I understand this information is to be used for the purpose of the event organisation.

Rt	Number (Rapid#)	Name (Resident)	Phone	Email	Signature	Office Use	1-5
Thompson Rd	461	Garage Closed - left door					
	535	Not home - back door					
	672	Not home - left door					
	872	Not home - under door					
	881	Not home - back door & window shutters					
	922	[Redacted]					
	1140	Gate Closed - left box					
Town Rd	37	Vacant.					
	47	Pale Snobun - cup - left box					
	221	Gate Closed - left box					
	302	Not home - left box					
	304	[Redacted]					
	305	Not home - back door					
	465	Gate Closed - left box					
	566	Gate Closed - left box					
	672	Not home - back door					
	711	Not home - back door					
	839	Not home - back door					



Resident Consultation
The Ultimate Rally Group

Stage Name: Dunedin

Page: 314

Date: _____

Targa NZ
PO Box 499, Dunedin, Auckland 2247
P: +64 9 299 8322 F: +64 9 298 8266
W: www.urg.co.nz E: info@urg.co.nz

I can that an Ultimate Rally Group representative has visited and advised me of their intention to temporarily close road/s noted in the 'Proposed Road Closure' document for their upcoming event. I understand this information is to be used for the purpose of the event organisation.

R#	Number (Rapid#)	Name (Resident)	Phone	Email	Signature	Office Use	1-5
Tourere Rd	205	Not home - East Door					
Ormondville Te Uri Rd	202	Gate closed - Letterbox					
	849	Not home - Back door					
	909	Gate closed - Letterbox					
	961	Not home - Back Door					
	1150	Not home - Back Door					
	1159	Not home - Back Door					
	1274	Not home - Back Door					
	1385	Not home - Back Door					
	1437	Not home - Back Door					
Manapouri Rd	1416	Not home - Back Door					
	1468	Gate closed - Letterbox					
	1436	Gate closed - Letterbox					
	1327	Not home - Back Door					
	1177	Not home - Back Door					
	911	Not home - Back Door					
	821	Not home - Back Door					



Date: 27/6/2025



SS 34+36
Resident Consultation

The Ultimate Rally Group

Stage Name: Route 52 - Pongahau

Page: 1/6

Date: 28/6/2025

Targa NZ
PO Box 499, Drury, Auckland 2247
P: +64 9 299 8322 E: +64 9 298 8266
W: www.urg.co.nz E: info@urg.co.nz

The Ultimate Rally Group representative has delivered a Resident Letter outlining how the 2025 Targa NZ Motorsport Event will operate to the following properties.

Road	Number (Rapid#)
Mt Maunganui Rd	98
Waiwaka Rd	38
Esplanade Rd	56 (Pukekohe Station), 121, 289
Franklin Rd	212, (No houses) easy only
Angere Rd	No houses
Shed Rd	No houses
Lebanon Rd	170, 292, 384, 458, 768
Farham Rd	401, 401A
Seaview Rd	[Redacted] (easy) left 60 letters for Distributions
Tautene Rd	25, 119 (394x7)
Harbottle Rd	Harbottle Camp Group - 30 letters to District
Bird Rd	No houses - racing only
Wills Rd	Letterbox at intersection (easy only)
Half Rd	1030 at intersection
Pongahau Rd	General Store - Putting letters in letterboxes & sign on my door.
	The Pukekohe Pub - letter for distribution
	Left of Police Station
	Tree Station & Police board



SS 35 + 36

F: +64 9 298 8266
E: info@urg.co.nz

Stage Name:

Apde 52-1acmphon

Page: 616

Date:

28/6/2025

The Ultimate Rally Group representative has delivered a Resident Letter outlining how the 2025 Targa NZ Motorsport Event will operate to the following properties.

[illegible]



Resident Consultation

The Ultimate Rally Group

Stage Name: Route 57. Paungahoe.

Page: 216

Date: _____

Targa NZ
PO Box 499, Drury, Auckland 2247
P: +64 9 299 8322 F: +64 9 298 8266
W: www.targa.co.nz E: info@targa.co.nz

I can that an Ultimate Rally Group representative has visited and advised me of their intention to temporarily close road/s noted in the 'Proposed Road Closure' document for their upcoming event. I understand this information is to be used for the purpose of the event organisation.

Rt	Number (Road)	Name (Resident)	Message	Area	Signature	Office Use	1's
Route 57	6202	gate closed - left box			<i>[Signature]</i>		
	4185						
	8133	Not home - Back door					
	8083	NO Answer - Back door					
	8090	Gate Closed, Left box					
	7790				<i>[Signature]</i>		
	7764				<i>[Signature]</i>		
	7750				<i>[Signature]</i>		
	7715				<i>[Signature]</i>		
	7612				<i>[Signature]</i>		
	7422	Gate Closed. Bell in Gate.					
	7328	Langley, One limited. 212 function to Havelock.					
	6990						
	6724				<i>[Signature]</i>		
	6655				<i>[Signature]</i>		
	6631						
	6509	Not home - Gate door.					
	6472	Not home - Left box					



Resident Consultation

The Ultimate Rally Group

Stage Name: Route 52 - Rongakou.

Page: 3.16

Date: 28/6/2025

Targa NZ
PO Box 499, Drury, Auckland 2247
P: +64 9 299 8332 F: +64 9 298 8266
W: www.urg.co.nz E: info@urg.co.nz

I can that an Ultimate Rally Group representative has visited and advised me of their intention to temporarily close road/s noted in the 'Proposed Road' document for their upcoming event. I understand this information is to be used for the purpose of the event organisation.

Rt	Number (Road #)	Name (Resident)	Phone	Email	Signature	Office Use	1-5
Route 52.	63584	[Redacted]	[Redacted]	[Redacted]	[Signature]		
	6340	Gate 'Closed' - [Redacted]	[Redacted]	[Redacted]	[Redacted]		
	6333.	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
	6227	Gate 'Closed' - [Redacted]	[Redacted]	[Redacted]	[Redacted]		
	6176	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
	2154	Vacant. cut off - [Redacted]	[Redacted]	[Redacted]	[Redacted]		
	6028	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
	1442	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
	1375.	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
	1205	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
	1137	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
(* Gate Car Availability)	663	gate closed - [Redacted]	[Redacted]	[Redacted]	[Redacted]		
	746	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
	732	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
	726	Gate Closed - [Redacted]	[Redacted]	[Redacted]	[Redacted]		
	662	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
	608	[Redacted]	[Redacted]	[Redacted]	[Redacted]		
	576	[Redacted]	[Redacted]	[Redacted]	[Redacted]		



Resident Consultation

The Ultimate Rally Group

Stage Name: Road Sealing

Page: 416

Date: 28/6/2025

Targa NZ
PO Box 499, Duvy, Auckland 2247
P: +64 9 299 8322 F: +64 9 298 8266
W: www.targa.co.nz E: info@targa.co.nz

I can that an Ultimate Rally Group representative has visited and advised me of their intention to temporarily close road/s noted in the 'Proposed Road Closure' document for their upcoming event. I understand this information is to be used for the purpose of the event organisation.

R	Number (Road #)	Name (Resident)	Phone	Email	Signature	Office Use	T5
Wimbleton Rd	541	[Redacted]			Melgare		
	510	Not here - left up road.					
	470	Gate Closed. Left box					
	378	[Redacted]			K.O. C.		
	332	[Redacted]			[Redacted]		
	317	Not here - back door					
	307	Not here - back door					
	174	[Redacted]			[Redacted]		
Pamphun Rd	1388	Not here - back door			[Redacted]		
	1368	Not here - back door					
	1340	[Redacted]					
	1300	[Redacted]			[Redacted]		
	1178	Not here - back door			[Redacted]		
	3949	Not here - back door					
	3925	Gate Closed - left box					
	3674	Gate Closed - left box					
	3505	Ward. - Elderly moved.					
	3503	[Redacted]			[Redacted]		



Stage Name: UE 52-6 Off region

Page: 516

Date: 28/6/2025

Targa NZ
PO Box 499, Drury, Auckland 2247
P: +64 9 299 8322 F: +64 9 298 8266
W: www.urg.co.nz E: info@urg.co.nz

I can that an Ultimate Rally Group representative has visited and advised me of their intention to temporarily close road/s noted in the 'Proposed Road Closure' document for their upcoming event. I understand this information is to be used for the purpose of the event organisation.

Member (Road #)	Name (Resident)	Phone	Email	Signature	Office Use
3501	[REDACTED]				
3477	Baby (closed) - left box				
3475	Cat closed - left box.				
3157	Not home - back open				

Michelle Davis

From: Rik Morris <Rik.Morris@Taranuadc.govt.nz>
Sent: Thursday, 11 September 2025 11:20 am
To: Ashleigh Lowe
Cc: Michelle Davis; Andrew Desmond; Hamish Featonby
Subject: Application for Temporary Road Closure - Targa Rally 19/10/25
Attachments: 06082025151255-0001.pdf

[External Email] This email was sent from outside the organisation – be cautious, particularly with links and attachments.

Hi Ashleigh

Thank you for your email and for the application for the temporary road closure for the Targa Rally on 19 October 2025.

This email serves as confirmation that the road closure has been approved by me as the delegated officer in accordance with Section 342 and Schedule 10 of the Local Government Act 1974.

Regards,



Rik Morris | Corridor Manager
Taranua Alliance | Taranua District Council

Phone: +64 6 3745341
Rik.Morris@Taranuadc.govt.nz
9 Oringi Road, Dannevirke 4972, PO Box 115
www.taranuadc.govt.nz
www.facebook.com/taranuadc

From: Ashleigh Lowe <Ashleigh.Lowe@tararuaalliance.co.nz>
Sent: Thursday, 11 September 2025 11:13 am
To: Rik Morris <Rik.Morris@downer.co.nz>
Subject: FW: Letter

Ashleigh Lowe
Administrator
New Zealand



E | Ashleigh.Lowe@tararuaalliance.co.nz

9 Oringi Road
Dannevirke 4972



Report

Date : 12 September 2025

To : Mayor and Councillors
Tararua District Council

From : Michelle Davis
Alliance Administrator

Subject : **Road Closure Requested Under the Tenth Schedule of the Local Government Act 1974**

Item No : **9.9**

1. Reason for the Report

- 1.1 Explore Pahiatua Incorporated has made application for road closures on Saturday 6 December 2025. These closures have been requested under the Tenth Schedule of the Local Government Act 1974.
- 1.2 In accordance with the Act, consultation with the Police has been undertaken. The Police have indicated they have no concerns. No public objections have been received in response to advertising placed in the Bush Telegraph on Monday 18 August 2025.

2. Recommendation

That the report from the Alliance Manager dated 11 September 2025 concerning a road closures application under the Tenth Schedule of the Local Government Act 1974 (as circulated) be received, and

That pursuant to Section 342 (1)(b) and the Tenth Schedule of the Local Government Act 1974, the Council resolves to close the following roads for the purpose of allowing the Explore Pahiatua Incorporated to hold the Christmas Parade event:

Road name: Main Street

Date of closure: Saturday 6 December 2025

Period of closure: 3:45pm to 4:45pm

Road name: Churchill Street

Date of closure: Saturday 6 December 2025

Period of closure: 3:15pm to 4pm

Conditions Applied to the Granting of these Road Closures

- 2.1 That the Tararua Alliance in conjunction with the organiser will assess shortly prior to this event the condition of the roads involved to determine their suitability for this purpose.***
- 2.2 That if the Tararua Alliance identifies any road or roads as being in an unsuitable condition arising from this assessment, then they have the discretion to request the organiser to withdraw such road from the route of this event.***
- 2.3 That shortly after the event has been held, the Tararua Alliance shall carry out a drive over of the roads that were closed for this event to assess their condition.***

Advisory Note

That should the Council incur any additional maintenance costs as a consequence of the event, then those expenses shall be recovered from the event organiser.

Attachments

- 1. [!\[\]\(7a8011739ec4e250e2f89a547d75fb0a_img.jpg\)](#) Temporary Road Closure - Explore Pahiatua Incorporated - Main Street and Churchill ~ Saturday 6 December 2025_Redacted

Made under the Tenth Schedule of the Local Government Act 1974

- use a blue or black pen to complete this form; and
- print clearly.

Email

Please note - an application fee of \$150 applies.

Date / /

Requested road closure details

[illegible]

(Attach a seperate sheet if required)

Conditions of application

The following standard conditions are attached to this application for road closure:

- Applications must be received **not less than 16 weeks prior** to the date of the proposed closure. An application fee of \$150 applies.
- The applicant will be liable for the cost of advertising associated with this road closure application. Under the terms of the Local Government Act procedure, the closure must be advertised prior to its consideration by Council, in order to allow an opportunity for public objection. Council will arrange the appropriate advertising in its standard format, and the costs will be passed on to the applicant.
- Council will consult with the New Zealand Police as required under the terms of the Local Government Act.
- This application, and any public or Police objections, will be considered at an ordinary meeting of the Tararua District Council. The Tararua District Council reserves the right to decline any application for road closure at its discretion.
- Should this application for road closure be approved, the following standard conditions will apply:
 1. That the Council's Alliance Manager or (nominee) in conjunction with the event organiser will assess within one week prior to this event, the condition of the roads involved and whether the pavement can cope with the event.
 2. That if the Alliance Manager (or nominee) identifies any road or roads as being unlikely to cater for the event without significant remedial work, then he has the discretion to request the organiser to withdraw such road/s from the route of this event.
 3. That within 48 hours after the event has been held, the Alliance Manager (or nominee) and event organiser shall jointly carry out a drive over of the roads that were closed for this event to assess their condition.
 4. That should the Council incur any additional maintenance costs as a consequence of this event being held, then these expenses shall be recovered from the rally organiser.
- Council further reserves the right to impose any other reasonable conditions in relation to a road closure as it deems appropriate.
- Successful applications will require a further advertisement to notify the public of the date and time of the road closure/s. This will again be arranged by Council on behalf of the applicant, and the actual cost passed on.

Special conditions of application - motor sport events

The following *additional special conditions* attached to this application for road closure *apply to motor sport events* within the Tararua District:

- Applications must be received **not less than 26 weeks prior** to the date of the proposed closure for motor sport events. The application fee of \$150 still applies.
- This Council has excluded or restricted the frequency of use for future motor sport events on certain roads in our District.

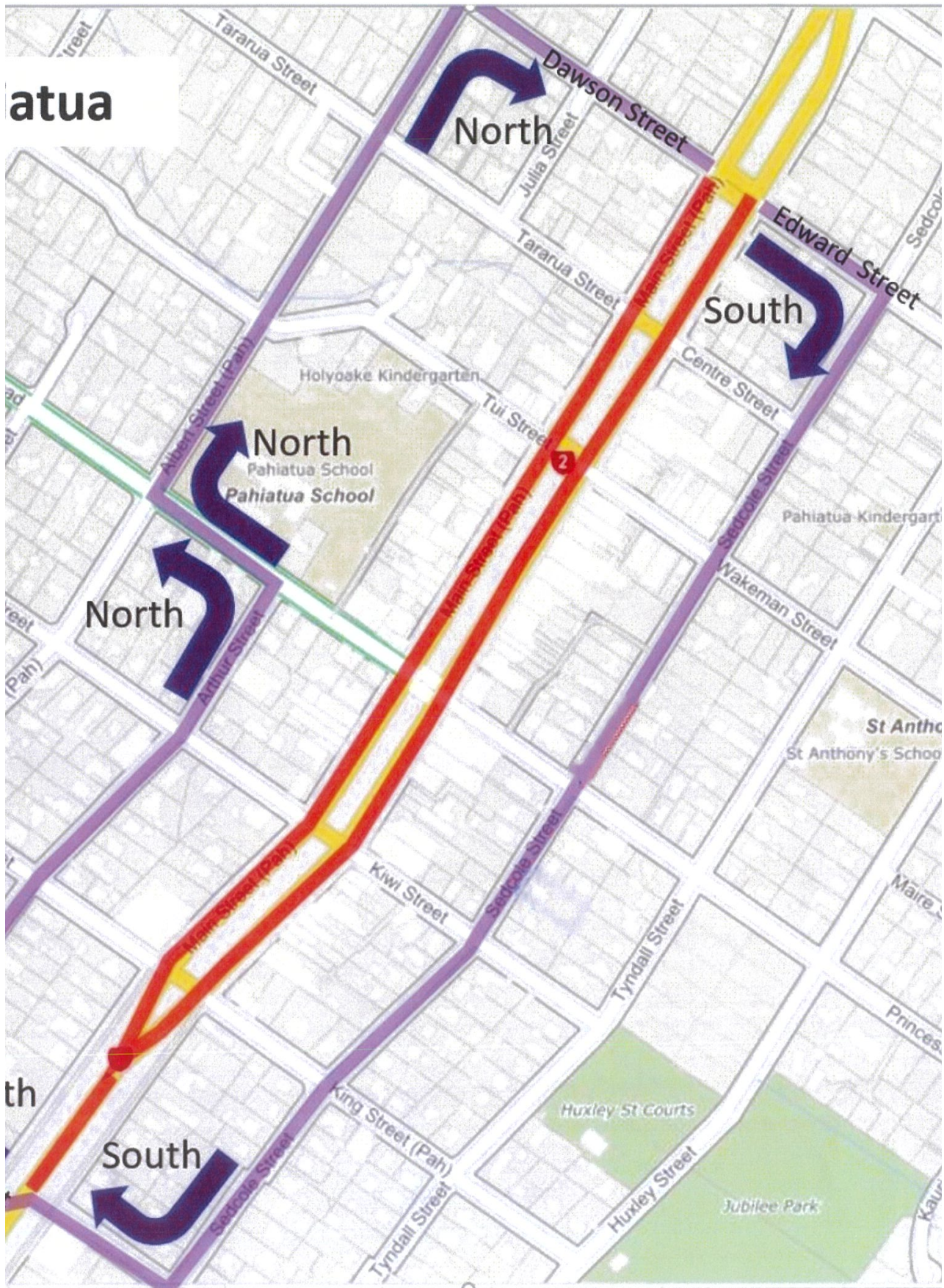
The following roads are excluded from use for motorsport events:

- Puketoi Road
- Bartons Line
- Whenuahou Road
- Saunders Road
- Pori Road
- Haunui Road
- Bowen Road
- Central Mangaone Road
- Mangaone Valley Road
- Central East Road
- Tawataia Road
- Pukehoi Road
- Kopikopiko Road

The following roads are restricted to use for motor sport events every three years at the discretion of this Council:

- Mangahei Road
- Blairgowrie Road

- The Council will charge a bond of up to \$2,000.00 per event to the organisers that is refundable provided no damage is caused to the roads used. The Alliance Manager (or his nominee) has been authorised to use their discretion to determine the amount of the payment required for this purpose, taking into account the size of the event and the extent of the routes included in the application seeking the proposed road closures.
- **No motor sport road closures will be considered** over the months of July, August, September and October inclusive.
- Organisers of events are advised that a charge for the inspections by Tararua Alliance may be made to cover the hours and kilometres involved with processing applications, and overseeing the event.
- Event Organisers **must** outline the potential tangible benefits to the District as part of their application.
- All residents/property owners on roads being the subject of applications for closure must be contacted by the applicant to inform them of the proposed event, and to obtain their agreement if they are satisfied that the intended closure is approved. A survey schedule containing these details will form part of any road closure application presented to the Council for its consideration. Where any person contacted by the applicant indicates their opposition to the closure sought, the applicant shall inform them of their right to forward a written objection to the Council that it will consider prior to deciding whether to grant the application.



Michelle Davis

From: Rik Morris <Rik.Morris@Tararua.govt.nz>
Sent: Thursday, 11 September 2025 2:49 pm
To: Ashleigh Lowe
Cc: Michelle Davis; Andrew Desmond; Hamish Featonby
Subject: Application for Temporary Road Closure - Explore Christmas, Pahiatua - 06.12.2025
Attachments: 13082025131939-0001.pdf

[External Email] This email was sent from outside the organisation – be cautious, particularly with links and attachments.

Hi Ashleigh

Thank you for your email and for the application for the temporary road closure for the Explore Pahiatua Incorporated Christmas Parade on 6 December 2025.

This email serves as confirmation that the road closure has been approved by me as the delegated officer in accordance with Section 342 and Schedule 10 of the Local Government Act 1974.

Regards,



Rik Morris | Corridor Manager
Tararua Alliance | Tararua District Council

Phone: +64 6 3745341
Rik.Morris@Tararua.govt.nz
9 Oringi Road, Dannevirke 4972, PO Box 115
www.tararua.govt.nz
www.facebook.com/tararua

From: Ashleigh Lowe <Ashleigh.Lowe@tararuaalliance.co.nz>
Sent: Wednesday, 13 August 2025 1:30 pm
To: Ingrid <pdhg@explorepahiatua.co.nz>; Michelle Davis <Michelle.Davis@downer.co.nz>
Cc: Rik Morris <Rik.Morris@downer.co.nz>
Subject: RE: Application for Temporary Road Closure - Explore Christmas, Pahiatua - 06.12.2025

Hi Ingrid,

This is an email to acknowledge receipt of your application. Please see attached Letter and Invoice.

Kind Regards,

Ashleigh Lowe
Administrator
Transport & Infrastructure





Report

Date : 18 September 2025

To : Mayor and Councillors
Tararua District Council

From : Allie Dunn
Manager - Democracy Services

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

Item No : **9.10**

1. Recommendation

- 1.1 *That the report from the Manager - Democracy Services dated 11 September 2025 concerning the Requests for Information under the Local Government Official Information and Meetings Act 1987 be received.*

2. Reason for the Report

- 2.1 To provide information on the requests for information received under the Local Government Official Information and Meetings Act 1987.

3. Background

- 3.1 The Local Government Official Information and Meetings Act 1987 makes provision for public access to Council information.
- 3.2 The Act also details requirements for how Council must deal with any requests for access to information that it holds.
- 3.3 Each month a report is provided to Council on the requests received. This report details a list of requests received over the preceding month to date, timelines associated with the requests, and the subject matter of the requests.

4. Discussion

- 4.1 Following are tables that detail requests that were received from the start of the preceding two months up to the date of completing the report. Under the Privacy Act 2020, details and information relating to individuals have been withheld.

Resolved Requests

Received	Responded	# Days	Requester	Subject
1/07/2025	8/07/2025	5	Individual	Information on water and wastewater management options that require a consent
1/07/2025	2/07/2025	1	ACT Caucus Support Centre	EV Bus Cost on Road
2/07/2025	8/07/2025	4	Individual	Powers Delegated to Community Committees
9/07/2025	23/07/2025	10	Individual	Legal obligations for minimum and maximum distance for Councils point of supply
11/07/2025	23/07/2025	8	Individual	Request for property tender documents for 10813 Route 32 Pongaroa 4991
12/07/2025	5/08/2025	16	Individual	Rates by Zone Overview
14/07/2025	5/08/2025	16	Individual	Construction Projects Data request
16/07/2025	8/08/2025	17	Individual	Pukaha Loan Mt Bruce
6/08/2025	8/08/2025	2	Individual	Information Reports re Dannevirke Impound Supply
8/08/2025	8/08/2025	0	Individual	Recording of Election Candidates Meeting on 16 August 2025 in Dannevirke Town Hall

Received	Responded	# Days	Requester	Subject
8/08/2025	12/08/2025	2	Individual	Rates Invoice Justification and Related Documents
20/08/2025	27/08/2025	5	Office of Teanau Tuiono, Green List MP	Number of Road Cones Removed Resulting from submissions to the Road Cone Digital Hotline
23/08/2025	2/09/2025	6	Individual	Maintenance costs for Ridge Road Central Pahiatua over 10 year period
25/08/2025	26/08/2025	1	Green Party	Alcohol Licencing
26/08/2025	18/09/2025	17	Individual	Installation of Backflow Prevention on Taradale Line
27/08/2025	28/08/2025	1	Green Party	Alcohol licensing - applications for new off licences
1/09/2025	1/09/2025	0	Mahea NZ Ltd	Sites and Areas of Significance to Maori - for Ministry for the Environment
3/09/2025	4/09/2025	1	Ministry of Business, Innovation and Employment	Pukāha National Wildlife Park - consultation on disclosure of information
16/09/2025	17/09/2025	1	Individual	Copy of Candidate Information Handbook
17/09/2025	17/09/2025	0	Individual	Dates that Memoranda of Partnerships were Signed with Iwi

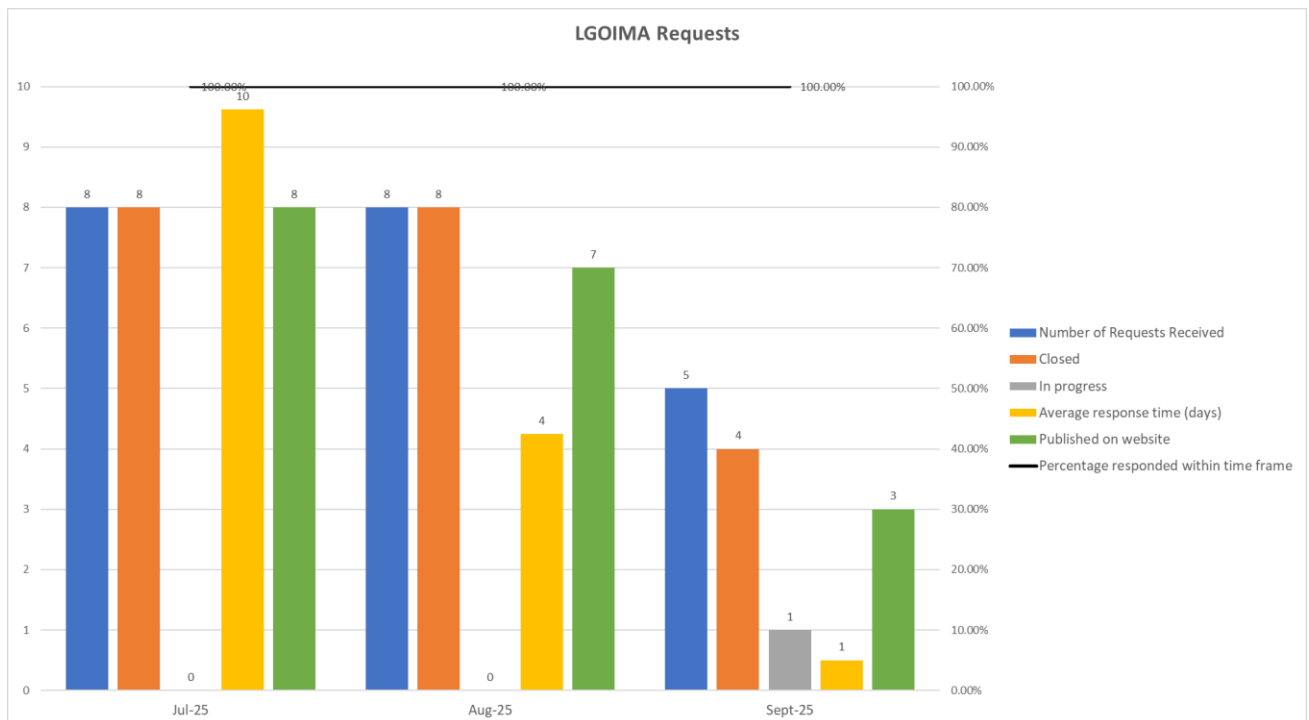
Requests pending response

There is currently one open request pending response.

Received	Responded	# Days	Requester	Subject
2/09/2025			Individual	Maintenance costs for Ridge Road Central Pahiatua over 5 year period

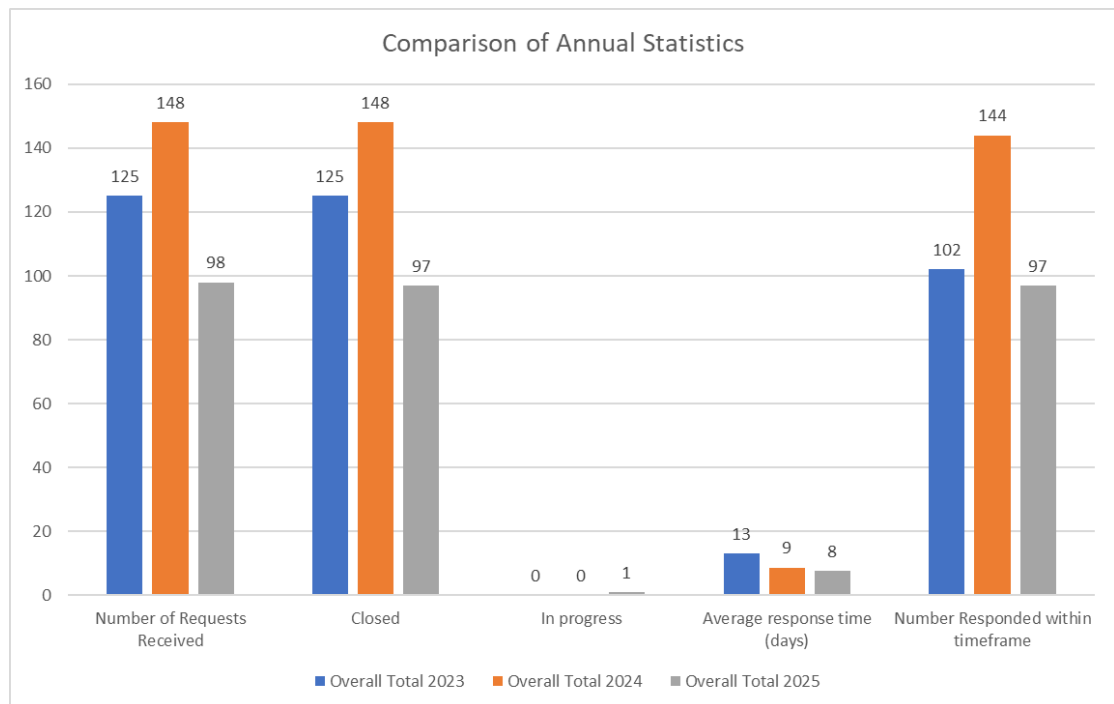
Status of Requests Received and Timelines for Response

The following graph provides a snapshot of the status of requests received and timelines for response, for the period covered by this report.



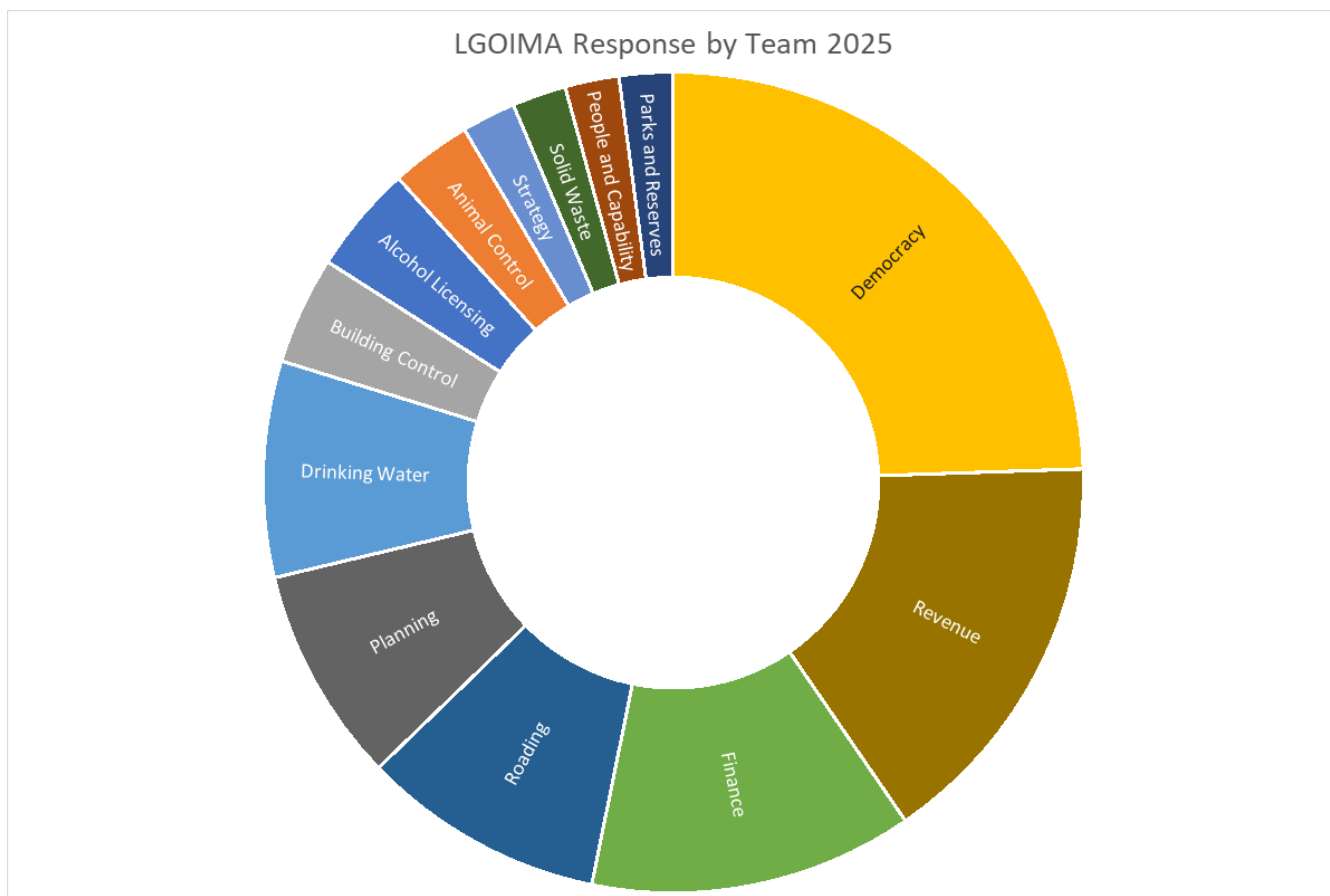
Statistics for Calendar Years 2023 and 2024 Comparative Data for 2025 to date

- 4.2 The following graph provides statistics relating to the requests for information processed during the year 1 January to date, compared against statistics for the previous two calendar years.



Assignment of LGOIMA Requests by Team

- 4.3 Each request for information is reviewed on receipt, and then assigned to the relevant team in Council to provide the information requested.
- 4.4 The following chart shows the spread of LGOIMA requests by the Activity the request relates to for the 2025 calendar year to date:



Proactive Release and Publishing of Local Government Official Information

- 4.5 Proactive publishing of official information is an opportunity for Council to increase the transparency and accountability of its operations. The Office of the Ombudsman strongly encourages Councils to engage in effective proactive release of official information, and proactive release is in line with the purpose of the Local Government Official Information and Meetings Act 1987, which requires that information shall be made available unless there is good reason to withhold it.
- 4.6 Many of the requests for information responded to by Council could have an element of public interest, which means it would be appropriate to publish the information via Council's website when the information is released. For example, where there is a level of interest in the information, such as numerous requests for similar or related information. Also, whether public interest considerations such as transparency and accountability would be served by publication of the information.
- 4.7 Processes for proactively releasing information include the redaction of any personally identifying information from the request prior to publication.
- 4.8 The template used for acknowledging receipt of LGOIMA requests includes advice for the requester that their request and the response would be published on Council's website, and that any personal identifying information would be

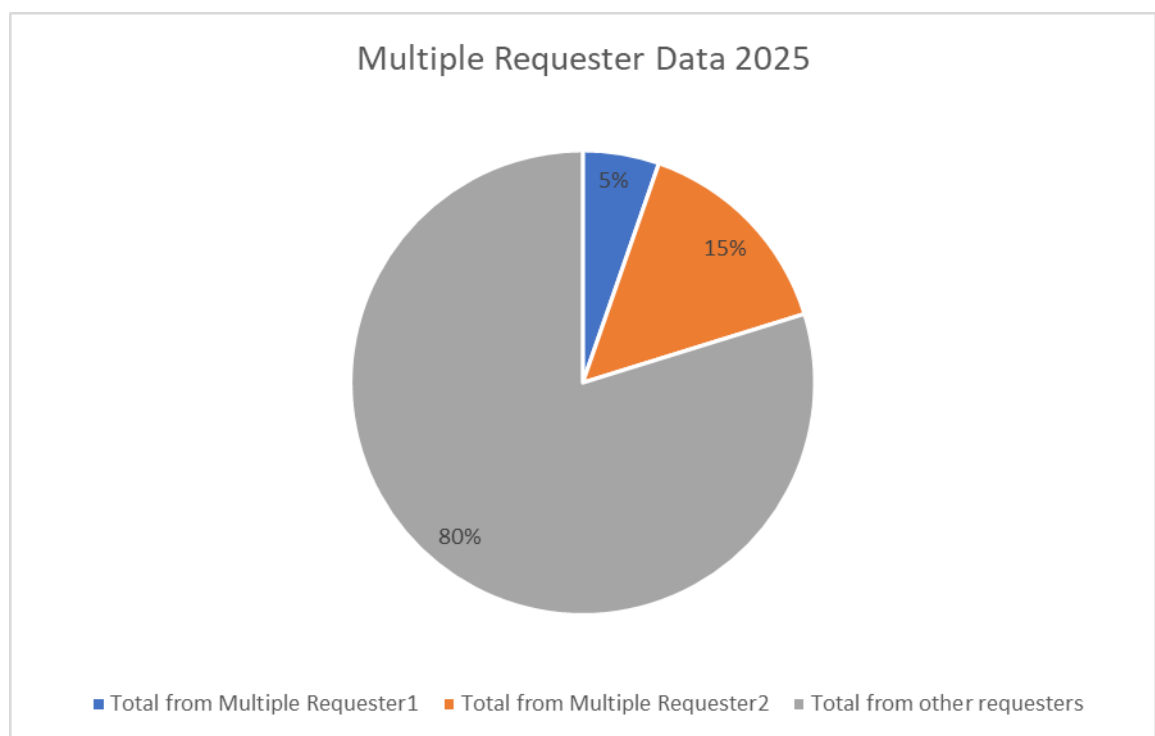
redacted from both the request and the response to ensure compliance with the Privacy Act 2020.

- 4.9 The proactive release of LGOIMA requests started from 1 July 2024. The information released can be viewed on Council's website, from the following page:

<https://www.tararua.govt.nz/publications/information-requests-proactive-release>

Multiple Requests from Individual

- 4.10 In 2024 we started receiving multiple requests from one individual, which saw a rise in the amount of officer time that needed to be diverted from their day-to-day responsibilities, to providing answers to the questions being asked.
- 4.11 Over 2024, one individual was responsible for 22.45% of the total number of requests for information processed in 2024 (33 out of 147 requests for 2024).
- 4.12 For 2025, we have another individual making multiple requests for information from the Council. To date this individual has been responsible for 15% of the total number of requests for information this year.



- 4.13 The Office of the Ombudsman provides guidance on dealing with multiple requests for information from a single person, allowing officers to consider aggregating multiple requests, and dealing with these as if they were a single request for information. The guidance also includes processes for charging for the provision of the information being requested, in order to recoup a portion of the costs incurred by the Council in providing the information being sought.

- 4.14 Due to the number of requests being received from the new multiple requester, we will initiate this process should the requester continue making multiple requests.

5. Statutory Requirements

- 5.1 The statutory requirements associated with access to local authority information, and the procedures for dealing with requests received for information held by local authorities, is set out in Parts 1, 2, 3, 4, 5 and 6 of the Local Government Official Information and Meetings Act 1987.

- 5.2 There are also requirements within the Privacy Act 2020 and the Information Privacy Principles within that Act to comply with.

- 5.3 As part of the requirements for providing access to local authority information, the Act sets out timeframes for:

- Making a decision on whether to grant a request and communicate that decision;
- Making the requested information available, which can be at a later date, after the decision to grant has been made;
- Transferring all or part of a request to another agency;
- Extending timeframes for both transferring a request, and making a decision and communicating it.

- 5.4 The Office of the Ombudsman also publishes a Guide to assist local authorities in recognising and responding to requests for information. The processes outlined in this Guide are followed by officers in responding to requests.

6. Conclusion

- 6.1 This report presents data relating to requests for information under the Local Government Official Information and Meetings Act 1987 that have been received from 1 July 2025 to 18 September 2025.

Attachments

Nil.