



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 156 High Street, Dannevirke on **Wednesday 25 March 2026** commencing at **9:30am**.

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

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

Recommendation

That the minutes of the Council meeting held on 25 February 2026 (as circulated) be confirmed as a true and accurate record of the meeting.

8. Minutes Action List

8.1 Decision Action Items 49

That the report providing an update on decision action items be noted.

9. Community Boards and Community Committees Reports

9.1 Minutes - Dannevirke Community Board 17

Recommendation

That the minutes of the Dannevirke Community Board meeting held 24 February 2026 be received.

9.2 Minutes - Eketāhuna Community Board 25

Recommendation

That the minutes of the Eketāhuna Community Board meeting held 23 February 2026 be received.

9.3 Minutes - Positively Woodville Community Committee 31

That the minutes of the Positively Woodville Community Committee meetings held 02 December 2025, 03 February 2026 and 03 March 2026 be received.

9.4 Minutes - Explore Pahiatua Community Committee 42

That the minutes of the Explore Pahiatua Community Committee meeting held 04 March 2026 be received.

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.

10. Reports

10.1	Six Month Performance Report - Period Ending 31 December 2025	55
10.2	Endorsement of 2026/2027 Proposed Annual Plan and Proposed Fees & Charges	91
10.3	Adoption of Significance and Engagement Policy	109
10.4	Local Water Done Well - Transition Programme Update	133
10.5	Delegations for Tararua District Council Representatives on the Wairarapa Tararua Limited Stakeholders' Forum	139
10.6	Approval of the Draft Strategic Framework for Public Feedback	153
10.7	Early Engagement Plan for the 2027-2037 Long Term Plan	159
10.8	Notification of District-Wide Contestable fund Round 2 2025/2026	175
10.9	Triennial Agreement 2025-28	181
10.10	Appointment of Directors to Council Organisations and Council Controlled Organisations Policy	201
10.11	Complaints Policy	221
10.12	Requests for Information under the Local Government Official Information and Meetings Act 1987	231
11.	Portfolio Reports	
	Councillors assigned the responsibility to undertake the portfolio for a specific activity can report back on any of these matters.	
11.1	Portfolio Report - Rural	241
12.	Mayoral Matters	
12.1	Mayoral Update - March 2026	245
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	
	<i>That the public be excluded from the following parts of the proceedings of this meeting, namely:</i>	
	<i>Confirmation of Minutes</i>	
	<i>Civic Honour Award Criteria Information</i>	

Civic Honour Nomination for Community Service

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

<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>Civic Honour Nomination for Community Service</i>	<i>To protect the privacy of natural persons</i>	<i><Section (1)(a)(i)</i>
<i>Civic Honour Award Criteria Information</i>	<i>To protect the privacy of natural persons</i>	<i><Section (1)(a)(i)</i>
<i>Confirmation of Minutes</i>	<i>To protect the privacy of natural persons</i>	<i><Section (1)(a)(i)</i>

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

15. Closure



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 156 High Street, Dannevirke on Wednesday 25 February 2026 commencing at 9:30am.

1. Present

Mayor – Mr S M Gilmore, Crs S M Wards (Deputy Mayor), A J Amboy, C L Corlett, P A Johns, E F Kennedy, P M Naylor, E L Peeti-Webber, K E R Te Waaka, and S A Wallace

In Attendance

- Mrs N Phillips - Chairperson Dannevirke Community Board
- Mr T Hynes - Deputy Chairperson Dannevirke Community Board

- Mr M Alexander - Interim Chief Executive
- Mrs K Tani - Group Manager – Strategy and Information
- Mr H Featonby - Group Manager - Operations
- Ms T McDonald - Chief Financial Officer
- Ms J Smith - General Counsel
- Mrs S Walshe - Finance Manager
- Ms S Lawrence - Project Manager
- Mrs A Dunn - Manager – Democracy Services

2. Council Prayer

Councillor Keshaan Te Waaka commenced the meeting with a karakia timatanga (opening prayer)

3. Apologies

There were no apologies.

4. Public Forum

4.1 Public Forum - Angus Maniapoto

Mr Maniapoto, accompanied by Mr Thomas Scott, spoke about his concerns with the painting contract for the Dannevirke Town Hall, where the scaffolding

contractor selected was not a local business. He spoke about his concerns that using businesses from outside of the district would mean a large sum of ratepayers money leaving the district rather than contributing to local economic development. Mr Scott also spoke about his concerns with the contract for scaffolding not going to a local business and asked for clarification of what policies the Council had to look after local businesses in its contracting. He also spoke of a solution for local businesses to strengthen relationships with each other, and advocated for Council to play a leading role in that to support local businesses and contractors.

The Mayor noted that contracts sometimes were let as a master contract. The contract for the Dannevirke Town Hall was a painting contract, with the successful tenderer to provide all associated services for that work. With regards to Council being more involved with all the separate levels in a contract, that could come at a cost for example rates affordability. He noted that any decisions the Council had to make had to take affordability into account. He advised that Council's Procurement Policy had a value first weighting, and within that it looks towards local. In summary he noted that there were learnings that could be taken and had to make sure everyone had a fair go at getting work and getting best value for ratepayers. He thanked Mr Maniapoto and Mr Scott for speaking at the meeting.

5. Notification of Items Not on the Agenda

5.1 Late item of business – Ormondville Viaduct Viewing Area- Licence to Occupy

The following item of late business was notified for consideration:

Ormondville Viaduct Viewing Area- Licence to Occupy

The purpose of the item is to seek approval for issuing a licence to occupy for a section of paper road in Ormondville for the purpose of establishing a viaduct viewing area.

The reason the item was not included on the agenda for the meeting was due to operational assessments not being completed prior to this agenda being published.

The consideration of the item cannot be delayed until a later meeting due to the need for timely approval from Council to enable construction to be completed over the next few weeks.

That the item "Ormondville Viaduct Viewing Area- Licence to Occupy" be accepted as a late item of business.

Mayor Gilmore/ Cr Wards

Carrie

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

Cr E L Peeti-Webber – DMCI Application for Funding

7. Confirmation of Minutes

That the minutes of the Council meeting held on 17 December 2025 (as circulated) be confirmed as a true and accurate record of the meeting.

Crs Corlett/Wallace

Carried

8. Community Boards and Community Committees Reports

8.1 Minutes - Dannevirke Community Board

That the minutes of the Dannevirke Community Board meeting held 15 December 2025 be received.

Crs Amboy/Johns

Carried

8.2 Minutes - Explore Pahiatua Community Committee

It was noted that Councillors Corlett and Naylor were in attendance at the February meeting, however were not recorded in the minutes as being present.

That the minutes of the Explore Pahiatua Community Committee meeting held 3 December 2025, and meeting held 4 February 2026 be received.

Crs Kennedy/Corlett

Carried

9. Minutes Action List

9.1 Decision Action Items

During discussion of this item, an update was provided on the Water Services Organisation advising that the company was likely to be incorporated towards the end of March or early April, at which point the directors would be appointed. The meeting noted that Mayor Scott Gilmore was Tararua District Council's representative on the stakeholders group and was involved in that process.

Clarification was also sought on progress with the Plan Stop application. It was advised that this matter was awaiting decision by the Minister.

Clarification was also sought on the definition of "TBA" which had been noted as the due date for items added to the list from the committee meetings held in the past two weeks.

That the report providing an update on decision action items be noted.

Crs Corlett/Peeti-Webber

Carried

10. Reports

10.1 Request for funding by Dannevirke Multisport Complex

Having declared a conflict of interest, Councillor Peeti-Webber left the meeting at 9:54am.

Lina Castles and Sam Jones, of Dannevirke Multisports Complex gave a presentation outlining their project vision, shared the skate park virtual design, and spoke about the fundraising they had undertaken. They noted that they were keeping the momentum for fundraising going. They outlined the design programme and timeline, and noted the estimated cost was \$460,000. They noted that the basketball court was ready to go, just awaiting receipt of the Geotech report. The next steps were to complete final skatepark design and construction pricing, and then would begin the basketball court earthworks. The community impact would be to have a safe and social recreation space, youth engagement and wellbeing, enhanced use of the upper Domain, and long term benefit for Dannevirke. They spoke about a recent meeting held at the upper Domain with the Friends of the Domain group to show the plans and footprint of the skatepark. They thanked the Council for continued support of their project.

In response to a question about where the remaining funding would come from, it was advised that applications were being made to the Lotteries Foundation and Eastern and Central Community Trust.

That the report from the Manager - Democracy Services dated 13 February 2026 concerning the Request for funding by Dannevirke Multisport Complex be received.

That the Tararua District Council approves the request from Dannevirke Multisport Complex for funding towards the costs associated with constructing a skatepark at the Upper Domain in Dannevirke, and grants the remainder of the balance of the fund, including accrued interest, towards this project.

Crs Wallace/Johns

Carried

Councillor Peeti-Webber returned to the meeting at 10:24am.

10.2 Adoption of the Environmental Scan as Supporting Information for the Long Term Plan 2027- 37

The Tararua District Council considered the report of the Group Manager – Strategy and Information dated 16 February 2026 that presented the Environmental Scan for adoption as supporting information for the Long Term Plan 2027-37 (LTP) and consultation document under section 93G of the Local

Government Act 2002. It was noted that the environmental scan is an input to the forecasting assumptions, which is what is used to plan for the Long Term Plan.

That the report from the Group Manager - Strategy and Information dated 16 February 2026 concerning the Adoption of the Environmental Scan as Supporting Information for the Long Term Plan 2027- 37 be received.

That Council adopts the Environmental Scan as supporting information for the consultation document and the Long Term Plan 2027 – 37.

Crs Johns/Wards

Carried

10.3 **Appointment of the Chief Executive**

The Tararua District Council considered the report of the Mayor dated 2 February 2026 that sought passing of the formal resolution of appointment for the new Chief Executive, in accordance with section 42 of the Local Government Act 2002.

That the report from the Mayor dated 02 February 2026 concerning the Appointment of the Chief Executive be received.

That the Tararua District Council appoints Mr Corin Haines as its Chief Executive effective 1 March 2026, noting the appointment is for a period of up to five years.

Mayor Gilmore/Cr Corlett

Carried

The meeting adjourned at 10:38am and resumed at 10:51am.

10.4 **Submission on Simplifying Local Government**

The Tararua District Council considered the report of the Manager – Democracy Services dated 19 February 2026 that presented the Council’s submission on Simplifying Local Government proposal, that was submitted to the Department of Internal Affairs by the deadline of 20 February 2026.

That the report from the Manager - Democracy Services dated 19 February 2026 concerning the Submission on Simplifying Local Government be received.

That the Tararua District Council submission on Simplifying Local Government that was lodged with the Department of Internal Affairs be noted.

Crs Naylor/Wallace

Carried

10.5 **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 30 January 2025 that provided information on requests for

information received under the Local Government Official Information and Meetings Act 1987. The Council noted the multiple requests for information being received from one organisation, and suggested that a record be kept of the time and cost of responding to these requests.

That the report from the Manager - Democracy Services dated 30 January 2026 concerning the Requests for Information under the Local Government Official Information and Meetings Act 1987 be received.

Crs Peeti-Webber/Corlett

Carried

11. Portfolio Reports

11.1. Portfolio Report - Youth

It was noted that since submitting their report, Councillors Amboy and Te Waaka had sent letters of introduction out to schools. Their kōrero was targeted at high school aged students, but included years 7 and 8 as well.

That the report from the Councillor dated 19 February 2026 concerning the Portfolio Report - Youth be received.

Crs Te Waaka/Amboy

Carried

11.2. Portfolio Report - Marae, Kōhanga Reo, and Kura Kaupapa Māori

Councillor Te Waaka noted that she attended the Kōhanga Reo whanau day on Saturday.

That the report from the Councillor dated 20 February 2026 concerning the Portfolio Report - Marae, Kōhanga Reo, and Kura Kaupapa Māori be received.

Crs Te Waaka/Peeti-Webber

Carried

The meeting adjourned at 11:06am and resumed at 11:11am.

12. Presentation - Department of Internal Affairs

Rebecca Maplesden, Partnership Director of Department of Internal Affairs, was in attendance and gave a presentation outlining the key thematics of Local Government reform. She talked about the case for change and outlined the Government's preferred option for change.

The Chief Executive noted in Tararua District Council's submission on Simplifying Local Government that there needed to be care taken about the lens being used to frame the arguments, as one person's barrier was another person's local democracy. The presentation talked about "barriers" to reorganisation. He noted that these should be looked at as hurdles, to ensure the affected communities were able to have their say. He gave an example of the proposal for

reorganisation of the Hawkes Bay Councils, which was stopped due to the community voting against the proposal.

The presentation continued, outlining the steps being taken.

Step 1 – unify regional governance through combined territories board to replace the separately elected regional councillors.

Councillor Naylor commented about the voting powers for the new combined territories board, noting the functions of regional councils was to do with land rather than services to people so this needed to be taken into account through voting rights.

Step 2 – enable locally-led reorganisations through the combined territories boards preparing a regional reorganisation plan on to more efficiently and cost-effectively deliver local infrastructure, public services and regulatory functions by all councils within the region.

The Mayor noted that our communities were concerned about having choices and sought clarification as it seemed the direction that Government wanted councils to go in was amalgamation rather than shared services. In response it was clarified that options were from Council Controlled Organisations, shared services and could include amalgamation and that would play out through conversations with the community on what works best for your community.

It was noted the Regional Reorganisation Plan on how to more efficiently and cost-effectively deliver local infrastructure, public services and regulatory functions would need to be consulted on and delivered within two years.

The Chief Executive noted that one of points in the Tararua District Council submission related to the Minister of Local Government being the decision maker regarding the Regional Reorganisation Plan. If the plan did not have unanimous support of all member Councils, there was concern the Minister's decision could be overriding community choice. He asked whether that was a sound base for durable policy making. In response it was noted that this would need to be considered in the next steps in decision making.

Clarification was also sought about whether the Minister would have to take the recommendation from the majority of the members of the Combined Territories Board.

Ms Maplesden spoke about the rapid review of regional council roles and functions which would inform the Regional Reorganisation Proposals. The Mayor expressed concern of the Combined Territories Board having not only the capacity, but also the knowledge to be serving in the governance arm of a regional Council. He asked whether there would be flexibility for allowing the current regional Council to serve out its term, which would allow the members of the Combined Territories Board the time to develop plans and engagement with their respective communities. He noted that being a Mayor was a full time job.

Undertaking the Combined Territories Board on top of that and effectively being a regional councillor could be challenging. He asked how committed the Government were to removing that layer in the short term.

In response Ms Maplesden noted the level of feedback on those concerns and advise they were considering how they could mitigate these.

Mayor Gilmore proposed that one option he would like considered is leaving the regional councillors in place, noting they were democratically elected, and this would leave the Mayors to get on with the Regional Reorganisation Plan.

Ms Maplesden outlined the following points to note:

- engagement document seeking public feedback on the proposals;

- all existing Treaty settlement arrangements relating to regional councils remain unchanged;

- regional council funding to be used to put together the Regional Reorganisation Plans as there would be no separate Government funding accompanying the proposals; and

- Councils would need to determine the arrangements that best meet the needs of their regions.

Councillor Naylor questioned from what budget the Regional Councils would find the funding for the Regional Reorganisation Plans from, as it wouldn't be in their Long Term Plans or Annual Plans.

The next steps and timeline for Simplifying Local Government were outlined, noting legislation was expected to be passed mid 2027 with implementation and transition being undertaken in 2029.

It was noted that the Local Government election in 2028 would potentially change some members of the Combined Territories Board.

A concern was also raised that the Simplifying Local Government would be a dilution of democracy, focusing too much on the cost of democracy at the expense of democracy.

The next part of the presentation was about Rates Capping, noting the targeted consultation closed a few weeks ago. An outline of the model was provided, noting there would be a transition period between 2026 and 2029. The next steps were for Cabinet to consider the feedback received from the consultation and relevant legislation brought to the House this year.

With regards to Resource Management reform, the key system changes and direction of the Planning Bill and Natural Environments Bill were outlined.

An outline of the reform timetable was provided.

The Mayor thanked Ms Maplesden for taking the time to attend the Council meeting noting it was sincerely appreciated.

Councillor Te Waaka left the meeting at 11:58am and returned at 12:00pm.

13. Items not on the Agenda

13.1 Late item of business – Ormondville Viaduct Viewing Area- Licence to Occupy

The Tararua District Council considered the report of the Group Manager – Operations dated 24 February 2026 that sought approval in principle for a site-specific exception to Council’s standard approach to managing unformed legal roads, enabling a modest community-led viewing area at Ormondville.

That the report from the Group Manager - Operations dated 24 February 2026 concerning the Approval of Community Viewing Area on Unformed Legal Road – Ormondville Viaduct be received.

That the Tararua District Council approve in principle the establishment of a community-led viewing area on part of the unformed legal road adjacent to the Ormondville Viaduct, with implementation subject to the matters outlined in Section 4 of the report and formalised through a Licence to Occupy.

Crs Johns/Wallace

Carried

14. Portfolio Reports - Continued

14.1. Portfolio Report – Te Apiti Governance Group

Councillor Johns spoke about meeting of the Te Apiti Governance Group held recently at Horizons Regional Council. He advised that he had moved a motion for the Woodville Domain Board to become a member of Te Apiti Governance Group, due to a significant portion of the area Te Apiti Governance Group encompasses being under the management of the Woodville Domain Board for the past 150 years. This motion was passed unanimously.

15. Mayoral Update

In addition to the written update provided, the Mayor spoke about the successful visit by the Polish Deputy Prime Minister on Friday, accompanied by the Polish Ambassador and delegation. He noted that a written update will be provided to the next meeting and thanked everyone involved in the visit.

Councillor Corlett commented on the Mayor’s report on the Emergency event and

thanked everyone involved in responding to the event. He noted that the Tararua District had been flagged as an orange alert level, and believed that in a situation where there could be risk to life for example from falling trees, that the alert level should be set at red.

That the report from the Mayor dated 19 February 2026 concerning the Mayoral Update be received.

Mayor Gilmore/Cr Wards

Carried

16. Farewell to Interim Chief Executive

Mayor Gilmore noted that this was the last Council meeting of Interim Chief Executive, Malcolm Alexander. He formally thanked Mr Alexander for his huge service to the Tararua District and the invaluable advice provided. He acknowledged that Malcolm has had the interesting time of a joining a council at the end of one council and the beginning of the next council and has supported the council through a number of challenging situations.

He presented Mr Alexander with a plaque commemorating his time with the Council

Councillors expressed their thanks for his service and sound advice provided, noting he had helped grow Council's knowledge especially with regards to working with central Government.

Mr Alexander thanked everyone for their kind words, noting they meant a lot to him. He said it had been a privilege to work with the Tararua District Council and he had enjoyed it immensely. He acknowledged the staff and executive leadership team, and wished everyone and the district all the best for the future.

17. Public Excluded Items of Business

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

Confirmation of Minutes

Civic Honour Nomination for Community Service

Land and Community Building Disposal Plan (Review of Council-owned Buildings)

Delegation of Authority to Sign Agreement for Purchase of Land and Property - 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.

General subject matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Delegation of Authority to Sign Agreement for Purchase of Land and Property - 33 York Street, Dannevirke	To protect commercial and industrial negotiations	<Section (1)(a)(i)
Land and Community Building Disposal Plan (Review of Council-owned Buildings)	To protect commercial and industrial negotiations	<Section (1)(a)(i)
Civic Honour Nomination for Community Service	To protect the privacy of natural persons	<Section (1)(a)(i)
Confirmation of Minutes	To protect the privacy of natural persons	<Section (1)(a)(i)

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

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

Crs Corlett/Wallace

Carried

The meeting went into public excluded session at 12:22pm and resumed open business at 2:21pm.

There being no further business the Mayor thanked those present for their attendance and contributions, and the meeting closed at 2:21pm.



Dannevirke Community Board

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 156 High Street, Dannevirke on Tuesday 24 February 2026 commencing at 9:00am.

1. Present

Board Members: N M Phillips (Chairperson), T J Hynes (Deputy Chairperson), E J Christison, R T Wallace and Cr A J Amboy

In Attendance

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

2. Apologies

An apology for absence from Mayor Scott Gilmore was noted.

3. Public Forum

Nil

4. Notification of Items Not on the Agenda

Flood prevention

Town Creek

Levels of service we can expect - parks and reserves

Unfinished Flood Damage from 3 years ago

Potholes on metal and sealed roads

Overhanging and dangerous trees in the district

Roadside vegetation

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 Dannevirke Community Board meeting held on 16 February 2026 (as circulated) be confirmed as a true and accurate record of the meeting.

Hynes/Amboy

Carried

7. Tararua District Council Report

7.1 Report from Tararua District Council

A query was raised regarding the Reserves valuation and when the information will become public. It was noted that this has not yet been determined, however the matter is scheduled to go before Council in the near future.

A further question was asked about whether the number of abandoned vehicles reported includes those located on Easton Street and New Street, which have been present for an extended period. It was advised that identifying this level of detail would require highly granular reporting, and it was questioned whether this would be an appropriate use of officers' time.

That the report from the Tararua District Council meeting held 17 December 2025 be received.

Christison/Wallace

Carried

8. Reports

8.1 Appointments and Allocation of Portfolios

The Dannevirke Community Board considered the report of the Manager - Democracy Services dated 22 January 2026 that enabled discussion by the Board of allocation of responsibilities or portfolios and to make any appointments agreed to by the Board.

The Chair proposed adding two additional portfolios: one for the Dannevirke Community Vehicle Trust, originally established by the Dannevirke Community Board, and another to establish an Iwi Liaison representative. It was agreed that Deputy Chair Terry Hynes would be appointed to both portfolios.

That the report from the Manager Democracy Services dated 22 January 2026 concerning the Appointments and Allocation of Portfolios be received.

That the Dannevirke Community Board makes appointments of Board representatives as follows:

That Chairperson Nicola Phillips be appointed as the Dannevirke Community Board's representative on the Road Safety Group.

That Chairperson Nicola Phillips be appointed as the Dannevirke Community Board's representative on the Emergency Management Committee (Welfare Response).

That Chairperson Nicola Phillips be appointed as the Dannevirke Community Board's representative on the Civic Honours selection panel

That the Dannevirke Community Board makes the following appointments of liaison representatives to community organisations:

<i>Organisation:</i>	<i>Liaison Representative:</i>
<i>Dannevirke Brass Band</i>	<i>Ron Wallace</i>
<i>Dannevirke Pipe Band</i>	<i>Ron Wallace</i>
<i>Dannevirke Chamber of Commerce</i>	<i>Cr Alison Amboy</i>
<i>Tararua Community Youth Service</i>	<i>Cr Alison Amboy / Terry Hynes</i>
<i>Dannevirke and District A and P Association</i>	<i>Ernie Christison</i>
<i>Dannevirke Returned Services Association</i>	<i>Ron Wallace</i>
<i>Dannevirke Host Lions</i>	<i>Terry Hynes</i>
<i>Dannevirke Multisport Complex</i>	<i>Nicola Phillips</i>
<i>Tararua REAP</i>	<i>Terry Hynes</i>
<i>Friends of the Dannevirke Domain</i>	<i>Ron Wallace</i>
<i>Iwi Liaison</i>	<i>Terry Hynes</i>
<i>Dannevirke Community Vehicle Trust</i>	<i>Terry Hynes</i>

Amboy/Hynes ***Carried***

8.2 Dannevirke Community Board Budget Update

The Dannevirke Community Board considered the report of the Manager - Democracy Services dated 09 February 2026 that provided an update of the status of the Board's discretionary budget.

A correction was noted under item 4.3, as the same date had been recorded for both the opening and closing of the funding round. The funding round will open on 2 March 2026 and close on 2 April 2026.

That the report from the Manager - Democracy Services dated 09 February 2026 concerning the Dannevirke Community Board Budget Update be received.

That the Dannevirke Community Board notes the budget availability to hold a second grants round prior to 30 June 2026.

That the Dannevirke Community Board advertises the availability of the General Assistance Grants scheme for 2026 and invites applications for funding.

That the closing date for applications be 2 April 2026.

Hynes/Christison

Carried

8.3 **Wackrow Memorial Youth Award 2026**

The Dannevirke Community Board considered the report of the Democracy Support Officer dated 22 January 2026 that sought discussion and agreement on the timeframe and arrangements for the annual Wackrow Memorial Youth Award for 2026.

A question was raised about how the Board could better engage with rangatahi and encourage their participation in leadership opportunities beyond the Wackrow Youth Award. It was noted that this topic will be included for discussion at the next informal Board meeting. It was recommended that the 2025 timeframes be followed again, as they worked very well.

That the report from the Democracy Support Officer dated 22 January 2026 concerning the Wackrow Memorial Youth Award 2026 be received.

That the Dannevirke Community Board call for nominations for the Wackrow Memorial Youth Award for 2025 with nominations opening 30 March 2026 and closing 29 May 2026.

That the Dannevirke Community Board consider the membership of the Judging Panel and a Guest Speaker for the Awards ceremony for decision at the next meeting of the Board.

That the Wackrow Memorial Youth Award ceremony be held in August or early September 2026, with the date and venue to be determined by the Dannevirke Community Board.

Wallace/Amboy

Carried

8.4 **Management Report**

The Dannevirke Community Board considered the report of the Democracy Support Officer dated 09 February 2026 that provided an update on key activities and items of interest over the period 5 September 2025 to 28 January 2026 as reported at the Infrastructure & Projects Committee meeting held 11 February 2026.

That the report from the Democracy Support Officer dated 09 February 2026 concerning the Management Report be received.

Phillips/Amboy

Carried

8.5 **Portfolio Programme Project Report**

The Dannevirke Community Board considered the report of the Democracy Support Officer dated 04 February 2026 that provided an update on the key portfolios, programmes and project statuses reported at the Infrastructure & Projects Committee meeting held on 11 February 2026.

A request was made for an update on legislative developments that may affect the Carnegie Building and other heritage buildings in the CBD, noting strong public interest in this issue. It was advised that this work is still underway at the Central Government level, and some impact is anticipated. The Chief Executive will continue to monitor progress and report back to the Board once the legislation is finalised and the requirements are clear.

An update was provided on the 3 Waters transition, including the establishment of the CCO and progress on appointing its Board of Directors, with appointments well underway. As a shareholder, Tararua District Council will be required to provide an accurate asset list, ensure the transfer of debt, and manage staffing matters to meet good employer obligations throughout the transition—this includes formally identifying roles that are fully or partially focused on waters services.

That the report from the Democracy Support Officer dated 04 February 2026 concerning the Portfolio Programme Project Report be received.

Wallace/Hynes

Carried

8.6 **Decision Action Items for Dannevirke Community Board**

It was noted that the workmanship and repairs to the town signs on Stanley Street may currently be undertaken by volunteers rather than Council staff.

Members also observed that some actions were not reflected in the management report or portfolio updates, and that the recent Community Connections

Committee meeting did not address some outstanding matters. Board members asked what realistic timeframes could be expected for progress. It was advised that while this is a reasonable question, any responses must be considered within approved budgets, and some Board requests may not align with current funding priorities. The NZTA funding round is about to commence, but funding levels are not expected to increase.

The action list remains an effective tool to ensure the Board's concerns are tracked, and it was agreed that more detailed updates and progress notes should be provided. The Chief Executive will take this feedback back to the team.

It was advised that the Easton Fountain project at the Upper Domain is now underway, with members exploring options to refurbish the fountain. Visible progress is expected over the coming months.

A request was made for an update on the mowing schedule. It was explained that mowing is managed within existing contracts, and confidentiality considerations apply. Providing the full schedule would also require a level of detail that is considered too granular. The Board was encouraged instead to focus on contract levels of service—identifying where these are not being met and what remediation actions are in place.

That the report providing an update on decision action items be noted.

Hynes/Wallace

Carried

8.7 **Submission on Simplifying Local Government proposal**

It was noted that, due to the change in the Dannevirke Community Board meeting date, the Board's submission was lodged on 19 February to ensure it was received before the closing deadline.

In addition to this, and in line with recent Government changes, an update on rates capping was requested. It was advised that the Government has confirmed this policy will proceed, including establishing the methodology for setting the cap, and that 3 Waters capital investment will be excluded from the calculation.

That the report of the Democracy Support Officer dated 9 February 2026 be received.

That the Dannevirke Community Board submission on the Simplifying Local Government proposal that was lodged with the Department of Internal Affairs on 19 February 2026 be noted.

Wallace/Christison

Carried

9. Correspondence

9.1 Friends of the Domain

It was reported that an informal meeting had been held with the Friends of the Domain, who expressed a positive response to the proposed skatepark. It was also noted that the Memory Garden will be replaced, and the group will engage with the Lamason Trust and Dannevirke Multisport Complex to work together.

That the correspondence as listed be received.

- ☐ ***Friends of the Domain Report – August 2025***
- ☐ ***Friends of the Domain Report – January 2026***

Christison/Wallace

Carried

10. Chairperson's Remarks

On behalf of the Dannevirke Community Board and the wider community, sincere thanks were expressed for the way recent weather events were managed. While we were fortunate not to experience the full severity of the forecasted conditions, the timely decision-making and availability of daylight hours enabled residents to prepare appropriately. Well done to everyone involved in keeping the Tararua community safe.

11. Items not on the Agenda

It was noted that Board member Christison sought further information on :

- Flood prevention
- Town Creek
- Levels of service we can expect - parks and reserves
- Unfinished Flood Damage from 3 years ago
- Potholes on metal and sealed roads
- Overhanging and dangerous trees in the district
- Roadside vegetation

It was noted that several matters had been addressed in the decision and action items report for this meeting. A Board member reiterated his primary concern regarding future red-alert weather events, specifically the risks posed by roadside trees on rural roads. He emphasised the seriousness of the issue, noting instances where stock trucks have been forced to cross into the opposite lane to avoid overhanging branches. CRMs have been submitted. He also undertook a drive-around with iwi health representatives and assisted crews, including the Tararua Alliance, with clearing tree debris.

Clarification was sought on the arborist engaged for tree-related work, and it was confirmed that this engagement applies only to parks and reserves.

Board members were reminded that funding is limited and staff must prioritise work accordingly. There are not large teams available to respond to the continuous stream of tasks, and CRMs remain the best mechanism for logging concerns. Staff are doing the best they can with the resources available.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 10:03am.



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 23 February 2026 commencing at 9:30am.

1. Present

Board Members: S C McGhie (Chairperson), L J Barclay (Deputy Chairperson), M A Corlett, D J Smith and Cr C L Corlett

In Attendance

Mayor S M Gilmore
Mr M Butterick – MP for Wairarapa

Mr M Alexander – Chief Executive
Mrs A Dunn – Manager – Democracy Services
Mrs S Fountaine – Community Engagement Officer (via Teams)

2. Apologies

That the apologies for lateness from Board Member Barclay be accepted.

C Corlett/M Corlett

Carried

3. Public Forum - Eketahuna Our Town

Terry Carew and Clive Bickerstaff, from Eketāhuna Our Town Inc, spoke to the Board about ideas collected from the community for the Eketāhuna Community Plan. They showed the poster that recorded all the ideas from people attending the Eketāhuna Market and spoke about the process they'd undertaken to categorise that information, focusing on cost and connection for the community to rank the ideas. They noted their next meeting on 5 March 2026 will have Council's Facilities Manager in attendance and invited Eketāhuna Community Board members to also attend that session.

They then talked about their proposal for a basketball half court, which they would like to put in the area being the Council building, where the community

recycling bins were currently located. They proposed relocating the recycling bins from their current location to an area by the entrance to the Eketāhuna Transfer Station.

Board Member L J Barclay joined the meeting at 9:37am.

Their second proposal was to establish a youth hub for the community, and using the Community Centre for this on four weekdays and two weekends per month. They would like to have the use of the Community Centre at no charge. They noted they were also talking to Wairarapa REAP, Tararua REAP, the Tararua Youth Services and ECCT to seek funding for equipment for the youth hub.

In discussion of this proposal, it was noted that there were consequences of allowing use of a facility at no charge, as the cost of maintaining the facility had to come from somewhere. The funding for community facilities comes from both fees and charges and rates. With proposed rates capping in the future, the funding for maintaining facilities would need to come from fees and charges. There could also be equity issues with other users being required to pay for use of the facility while another group had use at no charge. It was noted that the Council's Contestable Fund was currently open for applications and Eketāhuna Our Town was encouraged to make an application to that fund.

The Board agreed to invite Mr Carew to attend their next informal discussion session to discuss these proposals in more detail.

4. Presentation - Mike Butterick MP

Mr Mike Butterick, MP for Wairarapa was in attendance to speak to the Board regarding their recent approach to him expressing concern about the high cost of compliance with traffic management requirements for community events.

Mr Butterick advised that he has been pursuing this for some time, and noted that it was a challenge across many communities. He advised that he was working on a solution, although he was not able to provide detail at this stage. He observed that the community events had mostly been run in the same way each year for a number of years, therefore the traffic management plans would be easily repeatable.

In discussion the MPs interest in this matter was noted. Mayor Gilmore offered the assistance of the Tararua District Council, for example as a case study.

It was also suggested that with the Government's proposal for rates capping, there should be consideration of a quid pro quo to reduce regulatory impost as much as possible.

5. Notification of Items Not on the Agenda

Chairperson McGhie - Potholes

6. Declarations of Interest

Nil

7. Confirmation of Minutes

That the minutes of the Eketāhuna Community Board meeting held on 1 December 2025 (as circulated) be confirmed as a true and accurate record of the meeting.

C Corlett/M Corlett

Carried

8. Tararua District Council Report

8.1 Report from Tararua District Council

The Eketāhuna Community Board considered the report from the Tararua District Council meeting held 17 December 2026.

That the report from the Tararua District Council meeting held 17 December 2025 be received.

Barclay/M Corlett

Carried

9. Reports

9.1 Appointments and Allocation of Portfolios

The Eketāhuna Community Board considered the report of the Manager – Democracy Services dated 18 February 2026 that proposed allocating portfolios and making appointments to Council groups.

That the report from the Manager Democracy Services dated 18 February 2026 concerning the Appointments and Allocation of Portfolios be received.

That the Eketāhuna Community Board makes appointments of Board representatives as follows:

That the Eketāhuna Community Board makes appointments of Board representatives as follows:

That Chairperson Steen McGhie be appointed as the Eketāhuna Community Board's representative on the Road Safety Group.

That Deputy Chairperson Larissa Barclay be appointed as the Eketāhuna

Community Board's representative on the Emergency Management Committee(Welfare Response).

That the Eketāhuna Community Board makes the following appointments of liaison representatives to community organisations:

Organisation:	Liaison Representative:
Nireaha Reserve Board	Steen McGhie
Hamua Hall and Domain Board	Larissa Barclay
Newman Reserve Board	Mel Corlett
Eketāhuna Our Town Committee	David Smith

That the Eketāhuna Community Board assigns the following portfolio responsibilities:

Portfolio:	Assigned responsibility:
Community Newsletter writing	Steen McGhie
Urban community facilities, camping ground and cemeteries	Larissa Barclay
Sports grounds, swimming pool and playground	Chris Corlett

Barclay/M Corlett **Carried**

9.2 **Nominations for Alf Rowden Humanitarian Award 2026**

The Eketāhuna Community Board considered the report of the Democracy Support Officer dated 22 January 2026 seeking to initiate the process for calling of nominations for the Alf Rowden Humanitarian Award for 2026.

That the report from the Democracy Support Officer dated 22 January 2026 concerning the Nominations for Alf Rowden Humanitarian Award 2026 be received.

That the Eketāhuna Community Board advertise in the community newsletter that nominations open for the Alf Rowden Humanitarian Award on 2 March 2026, with nominations to close on 10 April 2026.

Barclay/Smith **Carried**

9.3 **Management Report**

The Eketāhuna Community Board considered the report of the Democracy Support Officer dated 09 February 2026 that provided an update on key activities and items of interest over the period 5 September 2025 to 8 January 2026 as reported to the Infrastructure and Projects Committee meeting held 11 February 2026.

That the report from the Democracy Support Officer dated 09 February 2026 concerning the Management Report be received.

M Corlett/Barclay

Carried

9.4 **Portfolio Programme Project Report**

The Eketahuna Community Board considered the report from the Democracy Support Officer dated 04 February 2026 that provided an update to the Board on the key portfolios, programmes and project statuses reported at the Infrastructure and Projects Committee meeting held 11 February 2026.

That the report from the Democracy Support Officer dated 04 February 2026 concerning the Portfolio Programme Project Report be received.

Smith/C Corlett

Carried

10. **Correspondence**

10.1 **Correspondence**

That the correspondence as listed be received.

☐ ***Letter to Mike Butterick MP from Eketāhuna Community Board regarding Traffic Management Costs***

☐ ***Letter of response from Mike Butterick MP - Traffic Management Costs***

Smith/M Corlett

Carried

11. **Discussion Items**

11.1 **New Residents Meeting** – the Board noted that previous meetings for new residents had been very well attended, and were a good way for new residents to find out what services and community groups were available in Eketāhuna. It was agreed that Deputy Chairperson Barclay would book a date for this meeting to be held in April, and the Eketāhuna Club would be used as the venue.

Anzac Day – it was noted that Terry Carew from the RSA had contacted Ten Transport, who usually provided support for the service. With regards to Council representatives at local services, Mayor Gilmore noted that he would be in

attendance at the Anzac Bridge service, and the representative for the service at the Memorial Hall would likely be Cr Corlett.

12. Eketahuna Our Town Minutes

That the report from the Eketāhuna Our Town Committee be received.

Smith/Barclay

Carried

13. Chairperson's Remarks

The Chairperson noted the success of Eketāhuna Shearer Hemi Braddick coming second in the try out for the New Zealand worlds team for shearing.

14. Items not on the Agenda

Potholes – the Chairperson advised of a CRM he submitted regarding potholes on South Road Number 2, and noted that although markings had been put around the holes, the repairs had not yet been undertaken. He sought an update on progress with this work.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 10:35am.

MEETING MINUTES

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

1. Present:

A Sowry, P Johns, J Kopa, M Carroll, B Swensson, D Henman, S Gilmore, V Tomlinson, R MacMillan, K Stevens, J Lovett, P Taylor, P Naylor, A Hapuku

Visitors: Angela and Andrew, Manawatu Traffic Solutions

Apologies:

C Wilson, K Kokori, B Tominson, C Wylds, J Naylor

That the apologies be accepted

V Tomlinson/B Swensson

Carried

2. Jenny Lovett reported on the Mad Hatters Day

Highly successful and gaining momentum each year
Everything ran smoothly with no reported problems
Under budget

Unfortunately, this was Jenny's last Mad Hatter. Tony Shannon has shown an interested in stepping up for next years event with Jenny being a mentor beside him.

3. Manawatu Traffic Solutions – This traffic management company has stepped up for Woodville to enable us to have a Xmas Parade down the Main Street on the 13th December. Points bought up are as follows:

Possible location change for next year

Plan early in 2026 for funding and planning.

Possibly petition government re costs for small communities to run events

The staff of Manawatu Traffic Solutions have volunteered their time for free to run the TMP. The TMP plan has been supplied for free along with the necessary signage being donated.

On behalf of Positively Woodville and the Community Chairperson J Kopa reiterated our thanks to Andrew and his staff for stepping in to save our 2025 Xmas Parade.

4. Correspondence:

Inwards

Tony Shannon re Mad Hatter organizing
Wdv Medicine Dept – Xmas Business Display
V McMillan – Ripped flags
Bruce Hutton – Wdv Retrospect 150th Anniversary Exhibition
Interested parties for Xmas in Park
NZTA – Roadworks notification
Andrew Traffic Management for Parade
Pirie Consultants – Christmas Traffic Management
Hayden Bodell, Woodville fire service re Xmas Parade
Murray Contractors – Mad Hatters bin invoice
Invoice – Woodville Kids Club Stadium Hire

Outwards -

Members – Xmas Flag survey
Tony Shannon re Mad Hatters organisation

1

Positively Woodville Incorporated
positivelywoodville@gmail.com

That correspondence be accepted

P Taylor/K Stevens

Carried

5. Conflicts of Interest: Nil

6. Minutes of Previous meeting

That minutes of previous meeting be approved

P Johns/K Stevens

Carried

7. Matters Arising from Minutes

8. Financials

The financial report was presented by Treasurer V. Tomlinson
Discretionary fund has been topped up
\$32k approx. for 2026 year

Moved that the Financial Report be accepted and accounts be paid

V Tomlinson, K Stevens

Carried

9. TDC Report presented by Councillor P Naylor

1. New council is settling in well. Good group that are working collaboratively
2. Updates from central government, including RMA update, Regional Councils and Rates Capping
3. One more meeting this year
4. Strategy planning begins late January
5. Committee structure is set
6. Council to apply for exemption to the district plan

10. Funding Officer Update

In January we will be looking to make a funding plan to map out upcoming projects, events, and any other funding needs for the next 12-18 months.

- **FlagTrax Funding Application**

Have been unable to make any progress on this due to other commitments. Will look to address in the New Year.

- **Skate Park Funding Application**

Met with Department of Internal Affairs (DIA) regarding the November 2025 funding round. Unfortunately, without an approved Resource Consent, PW is not eligible to apply this round. The next round is February 2026. Will endeavour to have consent by then.

Other Reports

- **Find Our Friends Sign**

Paul Taylor took this project on with the support of a local designer. The sign is soon to be installed and will encourage people to take part in the Fountaine Square Scavenger Hunt. Sign will acknowledge the donation of the Tararua isite.

- **Skate Park Project**

Following the meeting with DIA, we will no longer be constructing in February 2026. It is still our hope to construct in 2026. Next steps: Obtain resource consent, final funding application, construction.

- **Christmas Flags**

Flags design sent to printers and flags will be installed by xmas. The supplier, Flagmakers, wished us a Merry Christmas and waived the set-up fees for the varied designs. Our thanks to Flagmakers.

- **Christmas in the Park**

All but one action complete – still needing volunteers for obstacle course and popcorn machine.

- **Community Plan**

Sarah from TDC is updating the census data and then the document will be sent to print. Will have for our February meeting.

A thank you to P Taylor for taking over the Friends in the Park organising.

A sign in Fountaine Square has been organised on the back of the toilet block and the side of the road. These will be in place before the Parade and the Market.

One fairy has been involuntarily relocated and will be replaced.

A maintenance check over "Friends" will be completed from time to time.

Moved for approval of \$1199.33 for the signage and installation

P Taylor/V Tomlinson

Carried

- **Xmas Market**

Kimberley has asked for volunteers to be responsible for:

Popcorn and candyfloss

Obstacle course

Lollipop servers (Unicorn and fairy)

11. Chairperson report

- **Time Capsule** – To be addressed in 2026 following end of 150 Yrs

- **Calendar** – Joy presented an idea for a calendar for members to put in dates of interest

Tree Planting – Update re a commemorative tree in Fountaine Square for our 150yrs. After advice this will be completed during the winter months and placement approval will be identified by the Council

Xmas Street Garlands – Volunteers requested for assistance after 5pm one night to install

12. General Business

Flags – Has been noted that some of the flags are damaged and it would appear that they are probably are only good 12month life. The high winds we had lately had taken a toll on the existing flags. Suggested that we contact supplier to ask if anything more heavy duty. The Xmas flags will be ordered ASAP and paid for as supplier will not supply until paid for.

Local Xmas parades – Joy asked for volunteers to man the Positively Woodville Float at the Dannevirke and Pahiatua parades.
Signage to be added to float saying thank you to Manawatu Traffic Solutions.
For our own Parade a request for volunteers and stewards on the day.

Consideration of Amendment to Constitution – Suggested that we consider allowing additional membership for non-Woodville residents for those that have worked long for the Community but are no longer residing in the district.

Social Media – A Sowry asked that posted photos be given recognition on social media by way of likes and comments.

Woodville Fly In – 1st of January is the Woodville Fly In, this event is recognised as the first one of the year internationally. All welcome to watch from the road with possibly 50 aircraft attending, weather permitting. No entry is allowed without a plane!

2026 Planning - Discussion was held regarding PW giving ourselves a longer lead time with planning events. Also the difficulty in these times of finding people to volunteer their time for free.

13. Meeting closed at 8.00pm

Next Meeting – February 3rd 2026

Signed:

Chairperson

Date:

MEETING MINUTES

**Meeting held 3 February 2026 at 7pm
Woodville Sports Stadium Supper room**

1. Present:

M Carroll, P Taylor, J Kopa, P Taylor, P. Naylor, K Stevens, A Hapuku, P Johns, V Tomlinson, R MacMillan, R. Compton

Visitors – C Wolland, A Nepe

Apologies:

S Gilmore, A Sowry, C Wilton K King, B Hutton, B Tomlinson

That the apologies be accepted

C Archer/ V Tomlinson

Carried

2. Correspondence:

Inwards: NZTA – Main St road closures
Arena party hire re 13th December Xmas Market
Square Space subscription renewal
Nelson Harper Conduit Road – traffic concerns*

**J Kopa will take these concerns to next Roothing Safety meeting*

Outwards: Finding Friends Certificates

That correspondence be accepted

V Tomlinson/A Hapuku

Carried

3. Conflicts of Interest: A Hapuku re Woodville Kids Club Funding application

4. Minutes of Previous meeting

That minutes of previous meeting be approved

K Stevens/ C Archer

Carried

Matters Arising from Minutes

Walking Track Fund - The Lindauer Walking Track Fund has \$6068.68 allocated
The Art & History committee are to take over this project. It was moved that the funds being held for this project be transferred to the Art & History Committee.

V Tomlinson / R MacMillan

Carried

A funding application was received for the Woodville Kids Club of \$2000
This would include a table tennis table and possibly a second tennis net. Suggested perhaps investigate that there is another net available with Andrew Bolton.

Moved a thank you to Ann Marie for her initiative to getting in and setting up activities for the local children.

V Tomlinson / P Johns

Carried

Moved to acknowledge our sponsors and in turn call for sponsors and volunteers for future events. (Bush Telegraph - Evening Standard and Facebook).

V Tomlinson / A Hapuku

Carried

At this time Chairperson J Kopa invited visitor Annette Nepe to speak to the meeting. Annette spoke to the members regarding the **Vulnerable and Living Alone Well Being Checks Group Woodville and** presented a Mission Statement.

Mission statement

Goals of this group is to support person/persons to prevent further precious human lives dying alone undiscovered in their homes here Woodville being undignified way of death .

Values and Objectives

All human lives matters and this group is for Woodville Community locals residents and also our small rural communities connected to Woodville in providing support in well being check ups working towards breaking down isolation and disconnection ,ultimately starting the process for each individual in reconnecting with their family ,friends and community, bringing a community together that cares about the people living here our Woodville community.

This group will be run by volunteers and myself, being police vetted first. This group has made connection with Social services and local police that support our purpose.

This group will meet monthly .No fees we are not going to be a trust incorporated society.

Vision is that it becomes all of Tararua District having Well being checks too for the Vulnerable and Living Alone Well being checks with our wider neighboring towns.

Annette outlined that there are two other groups in the community providing well-being meetings. She was requesting assistance from the community to help find these vulnerable people and assist them.

A monetary contribution was not requested at this time, although there may be overheads with petrol etc in the future.

Every situation is different so set up plans per person would be on a one-on-one basis. Checks may be just by text rather than face to face or a drive by of a residence to check all as should be.

Chairperson J Kopa suggested informational cards or flyers which could be given to people that are known to be vulnerable and who may need help.

It was noted that there is a Strengthen Families Network out of Tararua Reap for referral for welfare concerns.

The chair thanked Annette for her presentation.

5. Financials

The financial report was presented by Treasurer V. Tomlinson
Treasurer V Tomlinson noted that \$3558 of ring-fenced funds have not been used and should these be put back in the general fund?
Decided to ring fence \$1,000 for commemorative tree later in the year.

Moved that the balance to be moved to 2026 Mad Hatters fund
V Tomlinson / R MacMillan

Carried

6. Councillor P Naylor Report

Report for Positively Woodville.
January 2026
Submission was made for the exemption for the district plan.

Tararua Alliance induction mid-January.

- 1) Excellent day giving greater understanding of Water and Roading
- 2) Also heard about the success of the Alliance and the probable savings

Strategic Planning days last week.

- 1) Held at Woodville COU – Bowling Club
- 2) New CE attended plus all EM and ELT
- 3) Key themes and vision identified and being finalised.

Full agenda in February

7. Funding Officer Update

Funding Officer Kimberley Stevens gave a quick update on the Skatepark project and advised that there were multiple funding applications underway for the project.

8. Chairperson report

Signage:

150yr signs - Volunteers requested to remove the 150th signage.

Vicky and Joy will remove signs.

Sunflower signage – We will eventually have 4 signs throughout the area

Feedback on those already in place has been very positive.

We had sponsorship via Turtons for the posts required for a sign at the highway end of town.

Moved that a sheet of ply is purchased for the blank event signage board at the Recreation Grounds.

J Kopa/C Archer

Carried

Suggested that we post on facebook site and website that all the new signs have been created from recycled material.

Also advertise/promote “Friends in the Park” and invite people to get involved either by way of membership or volunteering.

Community Plan – Reported that the plan has been completed and is at the printers. It will be available at next month’s meeting.

Calendar – this is completed and available ready for use. Possible look at a calendar design during the year for 2027

Jigsaw – Suggested maybe a jigsaw for 2027

9. General Business

Intersection at bank – Is a targeted safety meeting request required for the Bank Corner intersection. Caution was suggested due to the possibility that a bypass could be suggested which would be detrimental to the main business area.

Flag trax

- Suggested a koha to Angus Hutton for swapping over flags. \$50 every time he is asked to complete this task.
- Suggested that we remove the flag trax opposite Caltex completely as it is likely that it will continue to be damaged.
- Proposed that we develop different flags for different events. Such as Matariki/Waitangi/Purple Poppy Day/ ANZAC day. Develop a 4-week schedule for flags and seek sponsorship. (Cost of 20 flags is approx \$4k)
- The existing ones are becoming faded and ripped quite badly. Reduce to every second trax on poles. Question the quality of the fabric for longevity.
- Noted that the flag outside the library for the 150yrs is upside down.

2026 events – At the next meeting we look at ringfencing money for Mad Hatters, Xmas Parade/Market Day and event Traffic Management

Setup subcommittee for Xmas Parade/market. Subcommittee can then convene and discuss whether to use Vogel St or the side streets.

Application for Membership received:

A letter received on the morning of the meeting was tabled and read to the members. Included in the letter was \$5 for membership. Due to previous issues with this person and the unpleasant nature of the aforementioned letter, it was agreed that this application be put to a vote. As per the conditions of membership outlined in the approved constitution of Positively Woodville the application was declined.

A letter advising the applicant of this decision to be sent.

Meeting closed at 8.45 pm

Next Meeting – 3 March 2026

Signed:

Chairperson

Date:

MEETING MINUTES

**Meeting held 3 March 2026, 7pm
Woodville Sports Stadium Supper room**

1. **Present:** C Wilton, J Kopa, M Carroll, P Johns, A Sowry, R Compton, R McMillan, V Tomlinson, P Naylor, S Gilmore, J Dittmer
2. **Visitors –** Sarah Fountaine, Community Engagement Officer TDC, Elizabeth Naylor
3. **Apologies:** K Stevens, P Tayler, B Tomlinson
P Johns/V Tomlinson *Carried*
4. **Conflicts of Interest:** Nil
5. **Minutes of previous meeting:**
That the minutes are confirmed as a true and accurate record.
P Johns/R Compton *Carried*
6. **Matters Arising from the minutes:**
 - Community Plan – Now completed - Sarah Fountaine to present
 - 150yr sign removal
7. **Sarah Fountaine presented the now completed “Woodville Community Plan 2025-2027” to the meeting.**
 - Positive response from meeting applauding the professionalism of the documentation.
 - 80 copies have been printed at this stage.
 - Suggested that one could be added to the ‘Welcome to Woodville’ packs but funding would need to be achieved to print extra copies needed. Alternate suggestion that a flyer be included with a QR code that would take you to the digital version on the website.

The meeting passed a motion of thanks for Kimberley Stevens for her hard work in putting together the document.

8. Correspondence:

Inward: Kay Marshall – Funding application request
Westpac
Sarah Fountaine – Notice re Webinar: Traffic Management

Outward: Kay Marshall – Fundng Application

That the inwards correspondence be accepted and the outward approved
C Wilton/V Tomlinson ***Carried***

9. Finance

***That the Financial Report be accepted and accounts paid.
V Tomlinson / C Wilton***

Carried

10. TDC Report – Cr P Naylor:

Report for March 2026 from Tararua District Council.
Presented by Peter Naylor

- Long term planning started with briefings and workshops.
- Submission to Local Government on Simplifying Government outlining suggested improvements in a positive manner
- Debrief from Malcolm Alexander (outgoing Interim CE)
 - Comments that we have a very cohesive council and ELT
 - Lots of changes coming so this will be the most challenging Triennium in a long time
- Welcome to new CE Corin was held on Monday 2 March, lead by Rangitane.

11. Chairperson report

Signs as discussed earlier are a work in progress and Joy requested volunteers to assist.

As Kimberley Stevens is the one responsible for funding applications on behalf of the committee a motion is required acknowledging she is acting on behalf of the committee.

Motion that:

Kimberley Stevens be recognised as the official committee representative for funding applications.

V Tomlinson/P Johns

Carried

General Business

Funding:

Madhatters Day - There is currently leftover funds from last year's event of \$2379. It is important that the committee ringfence funds for the 2026 event.

Moved that:

The remaining total of \$2379 be topped up to \$9,000 in preparation for the 2026 event.

C Wilton/V Tomlinson

Carried

Xmas Parade/Market Day

Moved that \$15k be ringfenced initially for the Parade and Market Day and this amount be revised later in the year once the subcommittee has set the budget.

V Tomlinson/R Compton

Carried

Discussion was held re the current zero charge for a stall space. Subcommittee will look at charging stall holders if they wish to extend beyond the single stall space. Also suggested that food stalls may no longer be free. These discussions to be held by the subcommittee that will oversee this event. Volunteers for this are Chair Joy Kopa, C Wilton, R Compton, and V Tomlinson as “consultant”.

ANZAC Day

V Tomlinson has procured the assistance of the Girl Guides to prepare and served the morning tea on ANZAC Day. They are fund raising for their jamboree.

Moved that a donation be given to the Woodville Girl Guides to the sum of \$300 in return for their provision of the ANZAC morning tea.

V Tomlinson/ C Wilton

Carried

Moved that a wreath for ANZAC Day be purchased with ring fenced funds of \$150

V Tomlinson/ C Wilton

Carried

Tararua District Traffic Management

Mayor Scott Gilmore has put forward that the Council are in discussions with the Alliance that may lead to some assistance with future Traffic Management as it is not just our community affected by the costs.

Variety Concert

V Tomlinson is in the process of organising a Variety Concert on the 27th June. This will be held at the Anglican Church as the acoustics within lend itself to good sound. This Concert will be for acting singing and dancing.

Jigsaw Puzzle Day – 28th March - J Kopa is holding a Speed Jigsaw Puzzle competition day and if anyone would like to come along and help and get some insight into how this is now an international sport then feel free to let her know.

Meeting closed at 7.40

Next Meeting – 7 April 2026

Signed:

Chairperson

Date:



Minutes of the Explore Pahiataua Incorporated Society meeting held at the Tararua District Council Service Centre, 136 Main Street, Pahiataua on 4 March 2026 at 7pm

1. Present

- 1.1. Committee Members: Raylene Treder (Chair), Georgina Morrison (Secretary), Ingrid de Graaf, Bex Brown
- 1.2. Tararua District Council Representatives: Cr Elisabeth Kennedy, Mayor Scott Gilmore, Cr Keshaan Te Waaka, Cr Peter Naylor
- 1.3. Public attendees: Nil

2. Apologies

- 2.1 James Devoe (Treasurer), Anaissa Mandal

3. Conflicts of Interest

- 3.1 Nil

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

- 4.1 Nil

5. Confirmation of Minutes

- 5.1 Noted that Chris Corlett & Peter Naylor were in attendance

That the minutes of the Explore Pahiataua meeting held on Wednesday, 5 February 2026 (as circulated) be confirmed as a true and accurate record of the meeting.

Carried

6. Matters Arising

- 6.1 Raylene requested that all Committee Members fill in the COI tab and where there are no conflicts to note this.
- 6.2 Raylene has spoken to Karolyn re Treasure Carnival Park reporting. She noted her disappointment at not receiving funding for the pine removal. As a consequence of the pines remaining, the natives grown from the marae being transplanted are no longer viable. It was noted Karolyn has also been busy recently and no longer lives in the area.
- 6.3 Pavers update: Action: Raylene to forward an email to Mayor Gilmore regarding next steps.
- 6.4. The Polish Minister's visit went ahead. There a last minute request for support to clean the memorial area and empty the rubbish bins - thanks to Bex and Raylene for their support. Mayor Gilmore noted the Committee's ongoing generosity for lawn mowing and supporting the group.

Action: Add Emma and Karolyn to the meeting documents list.

7. Correspondence

Inwards

- i. IRD: GST Return
- ii. Aon: Insurance Policy Schedule
- iii. Jared Gardner: Application for Project Crimson Tree Fund (below)
- iv. TDC
 1. Consent Processing Times: Timing delays
 2. Severe Weather Updates
 3. Event Traffic Management Webinar
 4. Request re Pool construction timing
 5. Request for Explore Grant Application form for Martha Field
- v. Grant Requests
 1. Pahiataua Shears
- vi. Invoices
 1. Trophy Specialists: \$84.00
 2. Bush Aquatic Trust \$10,000
- vii. Report from Jess McNicol – Children’s day –see below

Outwards

- i. Georgina Morrison – Jess McNicol: Confirming grant of \$1,500.00

7.1 Items Arising – Congrats to Ingrid, Jess McNicol and the team for Children’s day, the layout was great with excellent attendance.

That the inwards be received and outwards noted.

Carried

8. Council Report – Cr Kennedy

- The new CE Colin Haynes has started and is being welcomed by Council and Iwi.
- Council has made submissions on the Environment Planning Bill and Simplifying Local Government.
- The Council is starting workshops on the Long Term Plan which are livestreamed and recorded.
- Mayor Gilmore noted there will be some upcoming discussion on the Contestable Fund process. Council is considering delegating the decision making to the Community Boards. Explore would receive the same proportion of funding. It was noted the funds are heavily oversubscribed.

9. Financial Report

9.1 Current status

- The balance of the main account is \$ 64,351.47
- The balance of the Business Group account is \$0.00
- The balance of the Term Deposit is \$137,213.15
- Remainder of 2026 FY Grant funding:4619.75

9.2 Invoices to be approved for payment & 9.3 Invoices since last meeting for retrospective approval:

10. Grant Application

10.1 It was noted that between meetings, Committee made an email decision to a \$1,500 grant for The Pahiataua Shears. The Committee discussed that the livestream showed 36 people watching live just after lunch and 67 people during the Open Final. It was agreed that Georgina would request further insights from Shedtalk via The Pahiataua Shears Committee and ask for an evaluation.

Action: Georgina to seek evaluation from The Pahiataua Shears around usage and add these to a document tab in the Meeting Documents.

Action: Georgina to record the grants process and check where the form is made available.

10.2 The Committee considered a grant application from Pahiataua Information Centre that arrived on the day of the meeting and was circulated at the meeting. As several members were away it was agreed to continue discussion over email.

11. Portfolio Reports

Pahiataua Districts Business Group (PDBG) (Ingrid de Graaf)

- Please can the agreed \$1500 be transferred to the PDBG account - or will it remain in the main account?
- Civil Defence lunch workshop to be held this Friday, 6 March - registrations are now starting to flow in
- Need to plan next event - "Side Hustles" - local examples, speakers etc
- Need to put my thinking cap on about other future events - always welcome ideas!

Explore Pahiataua Marketing (Ingrid de Graaf & Anaissa)

- February Bush Telegraph advert - Children's Day
- March Bush Telegraph advert - up for grabs - any ideas?
- Facebook Shares & Posts - TDC Contestable Fund, TDC Harvard Park temporary closure, Children's Day, PDBG Civil Defence Workshop

Cycleway project (Ingrid de Graaf)

- Planning to throw my focus into the Cycleway project now Explore Christmas and Children's Day are completed for another year
- After speaking with Louise Powick, she encouraged me to find a contact person within TDC so currently trying to catch up with Fontayne Chase but she is on annual leave this week
- Still need to catch up with Gerry Parker - tried calling him today 04.03.26 but no answer, left a message

Road Safety Committee (Raylene Treder)

- Ingrid booked in to attend online meeting on 09.03.26 on Raylene's behalf

Swimming Pool (Raylene Treder)

- Still working through design changes to get the consent variation to TDC by 7 April.
- Mike Dunn (TDC) is targeting a May start date with HMC ready to start.
- Mike Dunn (TDC) has not heard from ECCT, but Peter Wimsett has spoken to the new chairperson who seemed happy with the project status.
- A communication plan will be discussed with the new CE
- The TDC meetings with BATwill now be a week before the BAT meeting.

- The monthly report presented to Council in the project report will now be sent to BAT

Harvard Playground Upgrade (James Devoe)

- Working with park supplies to get another quote.

Stage (James Devoe)

- The Committee noted we need to discuss hireage fees. This will move to an email discussion given some Committee members are away.

Civil Defence (Georgina Morrison)

- Attended TDC Emergency Management Welfare Group Meeting
- Civil Defence Business Focused Lunch 6th March upcoming
- Planning for April 1st - Don't be a Fool, be prepared

Community Garden (Emma Elliot)

- Emma has been busy supporting Help N Hand and moving but will be back with the garden from this weekend. All Explore Committee members are welcome to attend a BBQ evening this Friday night.

Explore Christmas (Bex)

- To meet with Ingrid in the coming month to do handover

Carnival Park (Karolyn)

- As per earlier discussion.

12. Social Meeting - The Committee agree to move this event to Midwinter party.

Action: Georgina to add to the May agenda for the Committee to allocate a date.

13. TDC & Explore Service Agreement

Georgina has been following up with Sarah Fountaine and is awaiting a reply.

15. Event Traffic Management (Cr Corlett)

Chris raised the issue of the financial burden of Traffic Management on communities. The cost of a TMP is large and could be reduced by a qualified person. Chris is trying to understand the system and interested options to reduce the financial costs such as the Community Board's purchasing equipment collaboratively or investigation supporting a local to become a qualified in this area.

Action: Ingrid to request this be discussed at the upcoming Road Safety Committee

Next meeting date: 7.00pm 1st April 2026 at Tararua District Council Service Centre, 136 Main Street, Pahiataua.

Meeting closed at 8.09pm.

Raylene Treder (Chair): -----

(CAMERA SIGN)

Actions

- Committee Members to fill in Conflict of Interest Tab in Meeting documents
- Action:** Add Emma and Karolyn to the meeting documents list.
- Action:** James to add the Pavers into the tagged funds.
- Action:** Georgina to seek evaluation from The Pahiataua Shears around usage and add these to a document tab in the Meeting Documents.
- Action:** Georgina to record the grants process and check where the form is made available.
- Action:** Georgina to add to the May agenda for the Committee to allocate a date.
- Action:** Ingrid to request this be discussed at the upcoming Road Safety Committee
-

Decision Action Items from Minutes

Meeting Date	Topic	Decision	Action	Due Date	Assigned to	Status	Progress Notes
25-06-2025	Disposal Plans for Rationalisation of Land and Buildings	<i>That the Council pursue the disposal of the following assets: 39 Gregg Street, Dannevirke 39 Ransom Street Reserve, Dannevirke DVK Rural Bus Depot, Dannevirke Land at 16 Bengston Street, Eketāhuna That, prior to disposal, the Council inform occupiers of each property under consideration for disposal. That the Council initiate engagement with iwi regarding the disposal of identified assets. That the Council engage with the public regarding the disposal of identified assets.</i>			GM - Operations	In progress Complete In progress On hold Overdue Not started	Refer public excluded report to Council's 25 February 2026 meeting.
30-07-2025	Pukaha Loan Interest	<i>That the Chief Executive be directed to provide a report to Council on the options available to recover the interest of the loan through the contestable fund</i>	To be considered through Annual Plan process	June 2026	Chief Advisor	In progress	
25-09-2025	Water Services Organisation - Wairarapa Tararua Water Draft Constitution and	<i>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. That the Tararua District Council request that the Chief Executive report back to Council on any changes made under this delegation</i>	Report to Council	March 2026	Mayor / Chief Executive	In progress	Will be reported once the Company Office documentation is ready for

Meeting Date	Topic	Decision	Action	Due Date	Assigned to	Status	Progress Notes
	Shareholders' Agreement					<p>Complete</p> <p>In progress</p> <p>On hold</p> <p>Overdue</p> <p>Not started</p>	legally forming the company
26-11-2025	Tararua District Plan Review: Plan Stop	<p><i>That the report from the Planning Manager dated 12 November 2025 concerning the Tararua District Plan Review: Plan Stop be received.</i></p> <p><i>That Council notes that the Resource Management (Consenting and Other System Changes) Amendment Act 2025 has:</i></p> <ul style="list-style-type: none"> <i>Suspended the requirement under section 79(1)-(4) of the Resource Management Act 1991 (the RMA) to review the District Plan every 10 years, until 31 December 2027.</i> <i>Prohibited Council from notifying any plan change to the District Plan until 31 December 2027, except where an exemption applies.</i> <p><i>That Council notes the Government's intent to avoid council resources being used on work that will not be compatible with the intended new resource management system.</i></p> <p><i>That Council notes the Government's intent for councils to begin implementing the new resource management system from mid-2027.</i></p> <p><i>That Council suspends its review of the District Plan, which was commenced under section 79 of the RMA.</i></p>	Outcome to be reported to District Growth Committee	Unknown	GM Operations	In Progress	Application lodged and awaiting decision by the Minister.

Meeting Date	Topic	Decision	Action	Due Date	Assigned to	Status	Progress Notes
		<p><i>That Council adopts Option three to prepare and submit two separate Plan Stop exemption applications to the Minister for Approval:</i></p> <ul style="list-style-type: none"> <i>Plan Change One: To provide for rezoning of residential and industrial land across the four main town centres of Tararua District, including Dannevirke, Woodville, Pahiatua and Eketāhuna.</i> <i>Plan Change Two: To provide for designation plan change for our requiring authorities, including Tararua District as a local authority.</i> 				<p>Complete In progress On hold Overdue Not started</p>	
17-12-2025	Earthquake Prone Buildings Legislation	It was asked that an information session be held for the community once the Government's changes to the earthquake-prone buildings legislation is finalised.	Arrange community information session		GM Operations	Not started	Awaiting finalisation of legislation and enactment of Bill.
17-12-2025	MW/LASS services	Request to invite representatives of the Manawatu-Whanganui Local Authorities Shared Services Ltd (MW/LASS) visit Council in the future to explain the services undertaken through the MW/LASS	Arrange visit by MW/LASS representatives		Chief Advisor	Not started	
11-02-2026	Disposal of Chemicals	Request from Infrastructure Projects Committee for information to be provided to the committee on requirements for disposal of chemicals such as brake fluid at the transfer station.	Provide information to committee	April 2026 meeting	GM Operations	Not started	
11-02-2026	Solid Waste	Request from Infrastructure Projects Committee for comparative data from former years to be included in solid waste table in management report	Provide information to committee	April 2026 meeting	GM Operations	Not started	

Meeting Date	Topic	Decision	Action	Due Date	Assigned to	Status	Progress Notes
						<div style="display: flex; justify-content: space-between; font-size: 0.8em;"> Complete In progress On hold Overdue </div> Not started	
11-02-2026	Driveway Crossings	Request from Infrastructure Projects Committee for a report to Council on options for driveway crossings	Report to Council		GM Operations	Not started	
11-02-2026	Carnegie Building Dannevirke	Request from Infrastructure Projects Committee for an update report on the Carnegie Building in Dannevirke	Report to committee		GM Operations	Not started	
11-02-2026	Integration of Services at Woodville	Request from Infrastructure Projects Committee for an update report on the Integration of Services project at Woodville	Report to Committee		GM Operations	Not started	
18-02-2026	Complaints Register Report	Request from Community Connections Committee for a high level report to be regularly provided to the committee from the complaints register, including information such as number of complaints received, categories, and trends.	Report to committee		GM People, Capability and Customer Engagement	Not started	
18-02-2026	Mowing Contract	Request from Community Connections Committee for a high level report to the next few meetings of the committee on contract audit outcomes	Report to committee	May 2026 meeting	GM Operations	Underway	
25-02-2026	Ormondville Viaduct Viewing Area-Licence to Occupy	<i>That the Tararua District Council approve in principle the establishment of a community-led viewing area on part of the unformed legal road adjacent to the Ormondville Viaduct, with implementation subject to the matters outlined in Section 4 of the report and formalised through a Licence to Occupy.</i>	Formalisation of a Licence to Occupy subject to the matters outlined in section 4 of report		GM Operations		

Meeting Date	Topic	Decision	Action	Due Date	Assigned to	Status	Progress Notes
04-03-2026	Impact of Emergency Management Bill	Request from Performance and Monitoring Committee to review the impact on Council procedures following the enactment of the Emergency Management Bill.	Report to committee		GM – People, Capability and Customer Service	Not started	Awaiting enactment by Parliament of the Emergency Management Bill
04-03-2026	Pensioner Housing	Request from Performance and Monitoring Committee for a breakdown of overheads and staff costs associated with Pensioner Housing activity be provided to a Long Term Plan workshop. Also to include a comparison of costs to a similarly-sized portfolio of another Council.	Report to LTP workshop		GM – Operations		



Report

Date : 19 March 2026

To : Mayor and Councillors
Tararua District Council

From : Beth Fowler
Senior Finance Business Partner

Subject : **Six Month Performance Report - Period Ending 31 December 2025**

Item No : **10.1**

1. Recommendation

- 1.1 *That the report from the Senior Finance Business Partner dated 10 March 2026 concerning the Six Month Performance Report - Period Ending 31 December 2025 be received.*

Executive Summary

2. Reason for the Report
3. Background

Detailed Report

4. Capital Expenditure Report
5. Dashboard High-level Analysis – Operating Performance
6. Explanation of Significant Operating Variances
7. Treasury Report
8. Debtors Report
9. Self-funded Activities Reports
 - 9.1 Forestry
 - 9.2 Pensioner Housing

2. Reason for the Report

2.1 The reason for this report is:

- For Council to receive and comment on the performance report for the six months ending 31 December 2025.
- To provide an indication of the year-end result.

3. Background

3.1 This report is for the first six months of the 2025/26 financial year which covers the period 1 July 2025 to 31 December 2025.

3.2 The structure and content of this report is consistent with other quarterly performance reports. The purpose is to inform the Council of the financial performance and indicate expected year-end results.

4. Capital Expenditure Report

4.1 Summary

As of 31 January 2026, Council has spent \$16.986 million of its \$62.993 million annual budget.

It is worth noting how the current budget has been compiled.

- The current budget was set at \$49.2 million
- Carry forwards requested totalled \$13.8 million
- Large capital budgets that are worth noting here:
 - New Pahiatua Pool \$3.9 million (externally funded)
 - Dannevirke Impound Security of Supply \$5.9 million
 - Pahiatua Wastewater Treatment Plant Upgrade \$3.9 million
 - District Water Mains Renewal \$2.4 million

155 projects, with 47 of those are budgets set aside for renewal purposes and are projects “as required” and have been grouped accordingly. To ensure consistency of reporting metrics, projects of this nature will remain with this status so as not to confuse the reports moving forward, for example, completed project status change back to planning, etc.

Notable multi-year projects include:

- Dannevirke Impounded Supply

- Scada
- Eketahuna and Pahiatua wastewater programmes

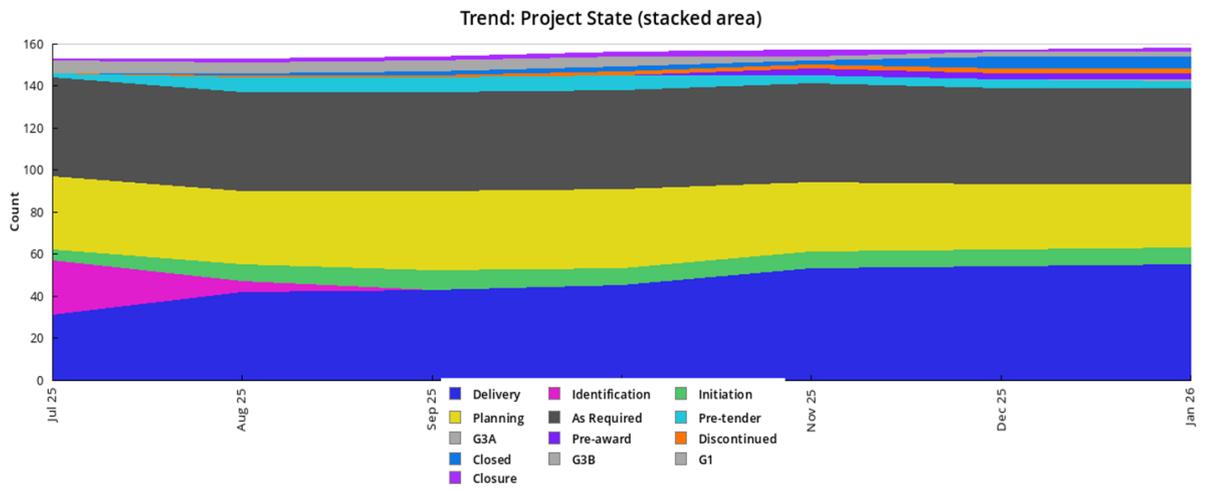


Figure 1

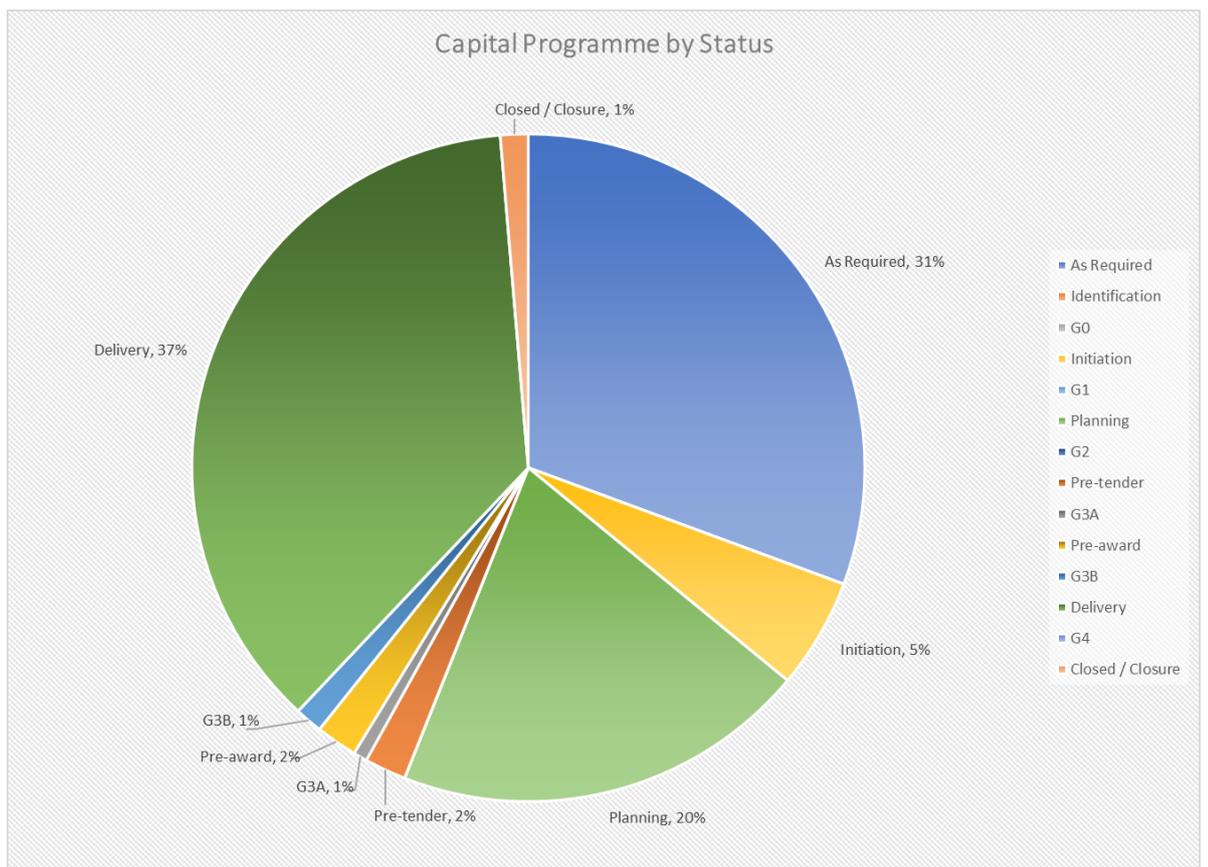


Figure 2

4.2 Completed and/or in Closure – 4 Projects

In closure means that the project is finalising their close outs, for example, minor adjustments, hand overs and finalising invoices. High value / interest projects completed include:

- Eketāhuna Wastewater Wetland
- Pahiatua Wastewater Aerators
- Eketāhuna I & I Investigation
- Mangatera Cemetery Development

4.3 In Delivery – 45 Projects

Noted projects in delivery include:

- Dannevirke Impounded Supply programme
- Infiltration and Inflow Strategy Implementation
- Pahiatua wastewater programme
- Eketāhuna wastewater programme
- Telemetry / SCADA upgrades
- 3 Waters Infrastructure Enhancement Programme
- Alternative water source investigations
- Pahiatua Water Membrane Renewals and Modifications
- District Water Security services
- District and Reserves Playground equipment
- District Wastewater Ponds perimeter fencing
- District Recycling Bays

4.4 In Planning and Procurement – 39 Projects

Planning status includes design works, approach, resourcing and procurement.

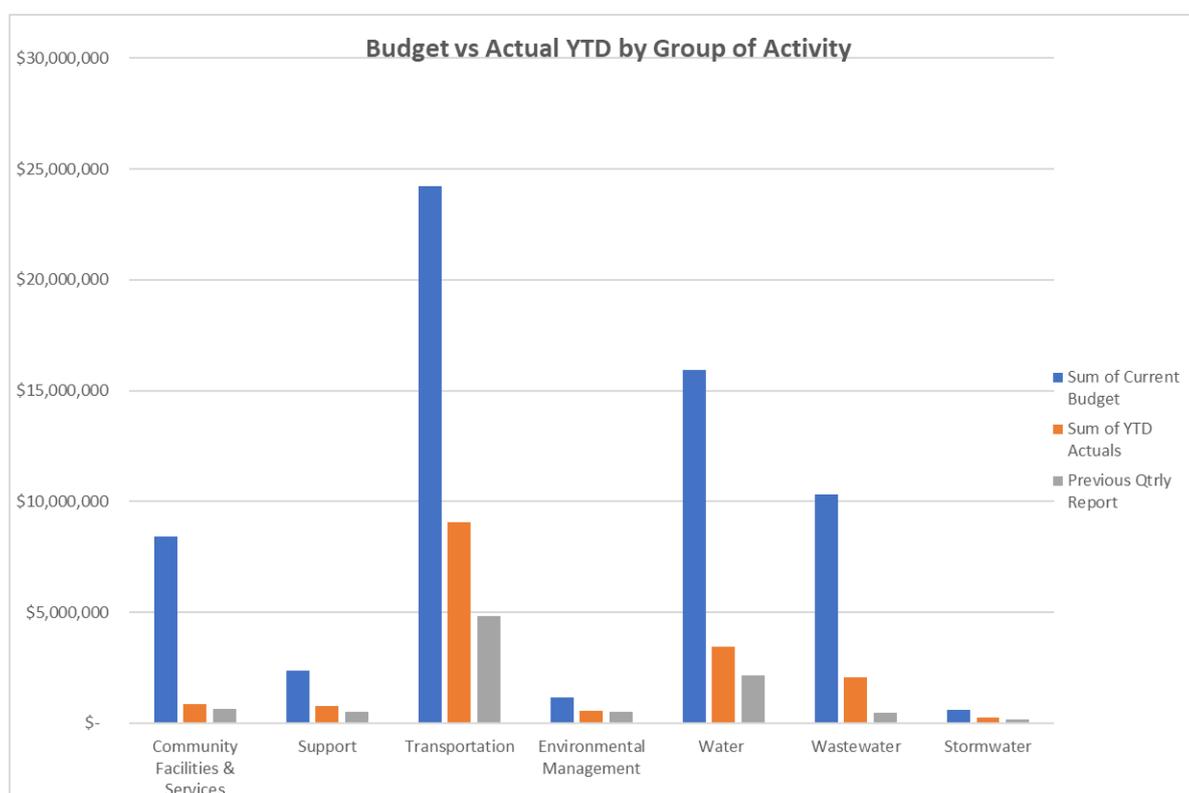
There are a number of large programmes of works with multiple interdependencies. High value programmes and projects to note are:

- New Pahiatua Pool
- Pahiatua Recycling Centre Development
- District Backflow Strategy and Devices

- District Water Network Development Extensions
- Carnegie Hall
- Woodville Wastewater Programme
- District Access Road Renewals
- Dannevirke Wastewater Network Development

4.5 In Initiation through Identification – 8 Projects

Note: The transition of projects into the planning phase has shown a marked improvement compared to Q1 in previous years, with all initiatives successfully advancing to the next stage. This progress can be attributed to the continued maturation of the PMO (Project Management Office) framework, better forecasting and enhanced inter-departmental collaboration within TDC (Tararua District Council) resulting in better alignment of resources and priorities.



Groups of Activity	Sum of Current Budget	Sum of YTD Actuals	Previous Quarterly Report
Community Facilities & Services	\$ 8,425,461	\$ 835,551	\$ 628,076
Support	\$ 2,369,959	\$ 788,164	\$ 506,784
Transportation	\$ 24,214,391	\$ 9,047,777	\$ 4,813,094
Environmental Management	\$ 1,163,667	\$ 555,781	\$ 506,365
Water	\$ 15,921,858	\$ 3,432,465	\$ 2,168,452
Wastewater	\$ 10,303,110	\$ 2,062,639	\$ 457,719
Stormwater	\$ 595,206	\$ 264,379	\$ 167,333
Total	\$ 62,993,652	\$ 16,986,756	\$ 9,247,823.00

Figure 3

4.6 The *Budget vs Actual YTD by Group of Activity* graph (Figure 3) provides a visual representation of how the budget has been allocated and spent across different activity groups. Quarter 2 for this financial year shows less than originally programmed results with overall spending at 27% of the portfolio budget. This can be attributed to the Christmas break and some major projects taking longer than anticipated in the planning and delivery phase, with some significant wet weather also affecting the work programme in Pahiatua. Also affecting the forecast spend is the hold and review placed on the Universal Water Meters project.

- Dannevirke Impound Supply – Pre-treatment – Extended tender / negotiating period for technical clarifications
- Dannevirke Impound Supply-Reservoir – Extended tender period and complications with land purchase / covenant removal
- Pahiatua Wetland & Treatment plant upgrade – Wet weather delays
- Pahiatua Pool – Extended planning due to design clarifications

All four of these major projects are now moving forward at a pace conducive to their complexity, with the Dannevirke Impound Supply projects and Pahiatua Pool are scheduled for delivery start and account for 16% of the 2025/26 budget.

Key highlights from the graph include major projects such as the Dannevirke impound supply, the District Wastewater programmes, and the swimming pool budgets. These projects contribute significantly to the overall budget.

Key highlight areas:

- **Transportation:** This group is managing a large budget, and despite recent storm challenges, they're resourced effectively, maintaining efficiency and transparency while delivering a large portfolio of projects. Work during January through to March 2026 is closing the gap.
- **Water and Wastewater:** These programs have benefitted from a series of working group workshops, which have helped streamline operations. High-value projects the District SCADA upgrade, Dannevirke Impound Supply, and wastewater projects in Eketāhuna, Woodville, and Pahiatua. This working group has been aligned with the Tararua Alliance and re-established at a quarterly interval to provide better and increased stakeholder availability
- **Better Off Funding Programme:** the Dannevirke Skate Park design phase is complete and this funding to Dannevirke Multisport Complex Inc. has been fully claimed. The Digitisation of Council Records and Introduction of eServices project will commence the Payble implementation phase in March, enabling ratepayers to manage and pay rates digitally. Due to the Government's Plan Stop Policy, the ePlan is no longer in scope for the Future Community Urban Design project and its timeline has been extended while the Urban Growth Strategy rezoning proposal awaits

Government approval. Work on the Three Waters Infrastructure Enhancement project continues as planned.

4.7 Over this reporting period, the PMO has been managing several complex issues linked to our major projects, particularly ensuring that the outcomes Council expects are fully aligned with what will be delivered. At the same time, the team has worked through an office relocation and the recent departure of a Project Manager, requiring other team members to step in so that progress across all projects continues without interruption.

To ensure that the PMO is to deliver the substantial portfolio of high value projects programmed it is important that we have the personnel to do this. Currently all PMO staff have stepped into the gap left by a leaving staff member and continue to deliver meaningful change for TDC. The PMO and wider 3 Waters team have the requisite experience to ensure that these projects meet expectation through detailed planning and delivery through time specific milestones, and transparent and collaborative partnerships with our vendors.

4.8 As we continue to revise and strengthen our PMO framework the office is also preparing for the Local Water Done Well CCO implementation. This significant change will effectively create a dual streamed PMO with separate TDC and CCO focussed teams. The TDC would invariably concentrate on facilities, corporate and IS etc, with the waters team aligning with the CCO. It is worth noting that this change still has major assumptions tied to it with separate support lines needed to ensure staff confidence within the TDC sphere.

4.9 Aligning with our Annual Plan forecasting, which is currently being finalised, the PMO currently predicts a 75-80% budget spend for this financial year. Notable committed projects stated for this year but will carry forward, are progressing through the procurement phase and are in contract negotiation, detail design, evaluation, or entering tender phases. These projects include:

- Pahiatua Pool
- Dannevirke Impound Supply
- District Water Network Extensions
- District Backflow Prevention
- Pahiatua Wastewater Treatment Plant Upgrade
- Pahiatua Weighbridge
- Pahiatua Treatment Plant Rising Main Renewal
- Woodville Reservoirs Renewal

5. Dashboard High-level Analysis – Operating Performance

Executive Summary (Dashboard)

2026 2nd Quarter Performance Report

Operating Performance

Summary Operating Performance (000s)	2024/2025	2025/2026	2025/2026	Variance	Trend from previous quarter
	YTD Actual	YTD Actual	YTD Budget		
Operating Revenue	\$ 47,388	\$ 35,508	\$ 34,286	● 1,222	↑
Operating Costs	\$ 24,044	\$ 22,667	\$ 23,319	● 652	↑
Operating Result	\$ 23,343	\$ 12,841	\$ 10,967	● 1,874	↑

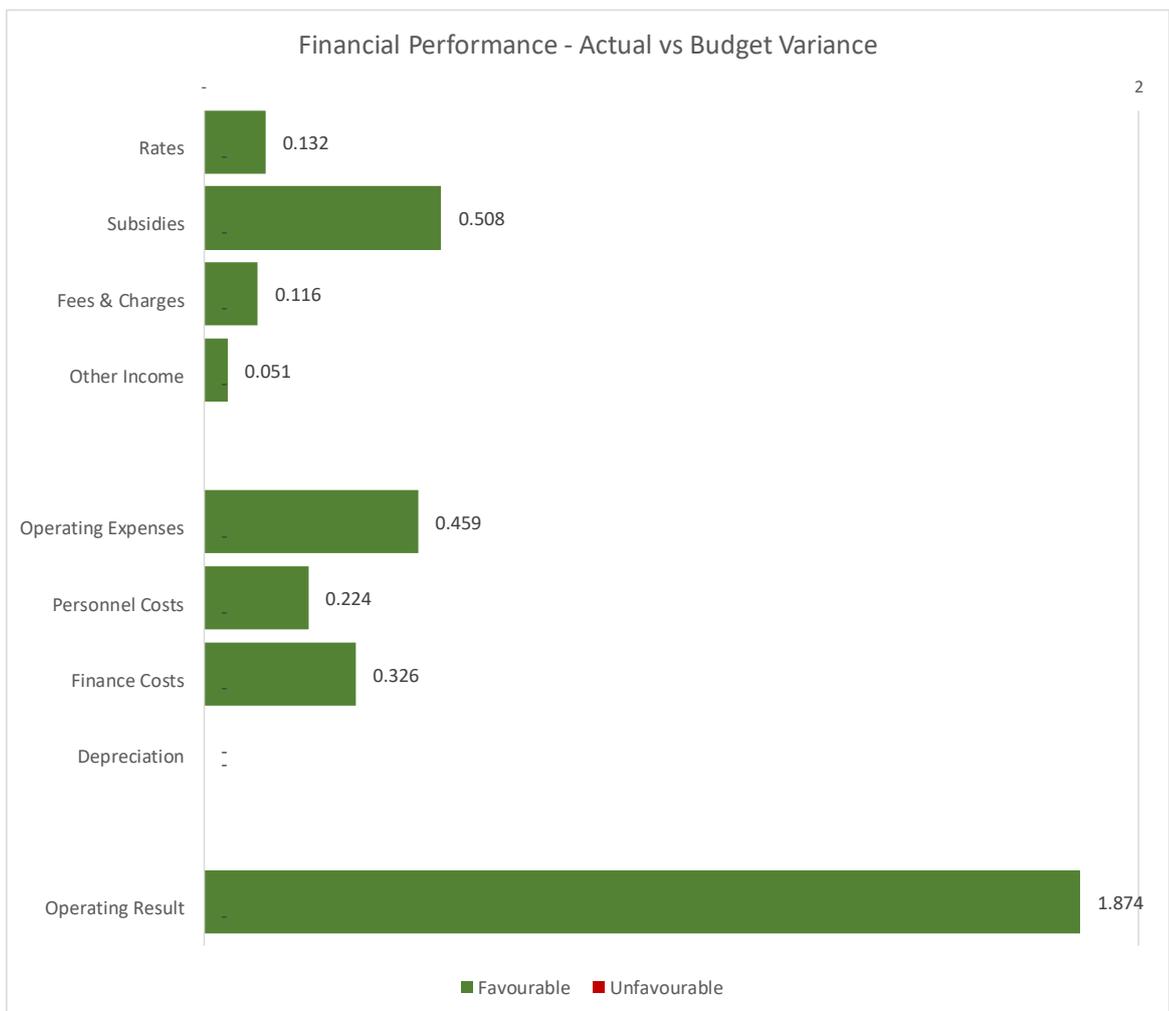


Figure 4

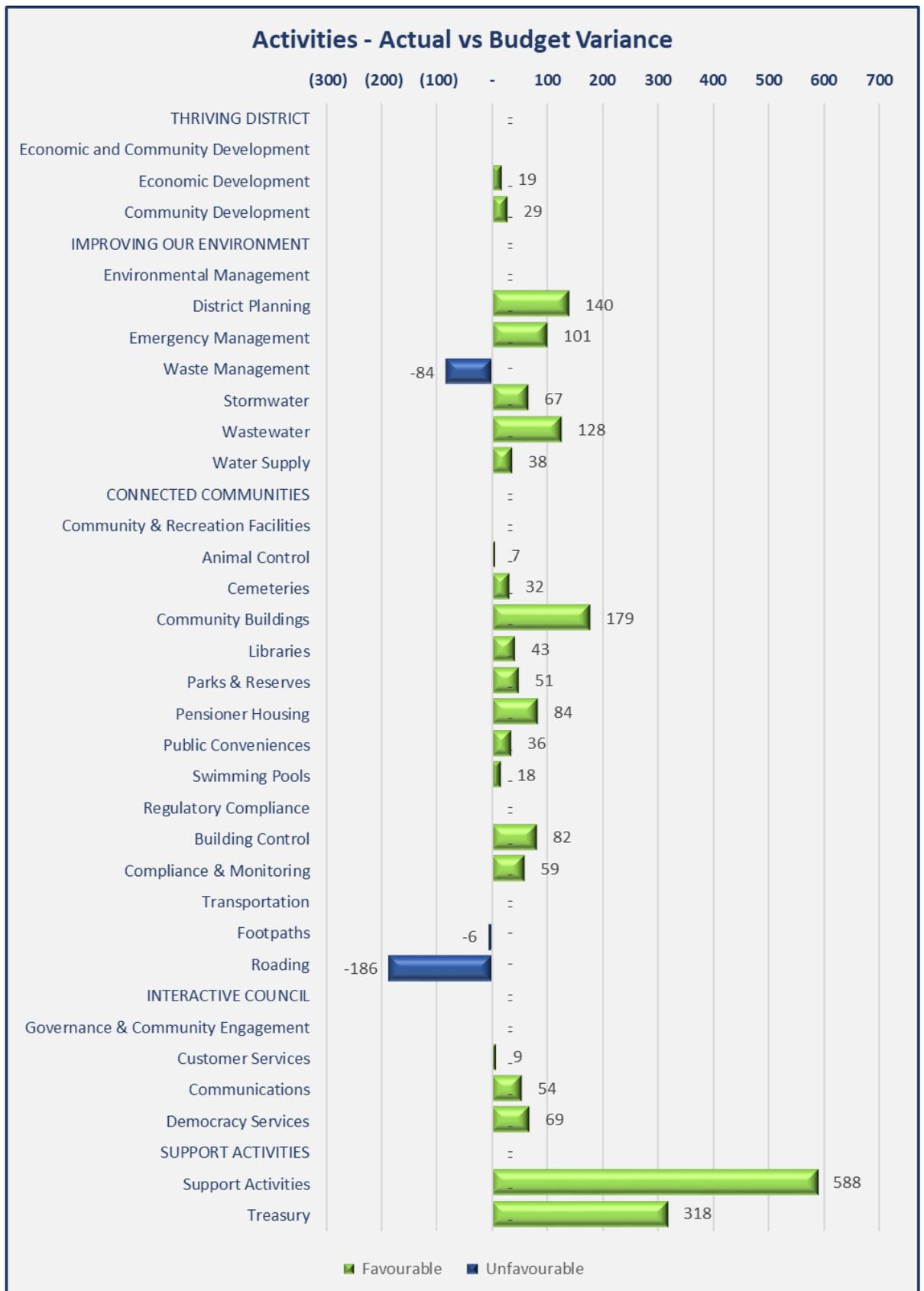


Figure 5

- 5.1 For the six months ended 31 December 2025, Council recorded an operating surplus of \$12.841 million, which is \$1.874 million favourable to budget. The result reflects higher operating revenue and lower operating expenditure than planned (as shown in the *Financial Performance – Actual vs Budget Variance* graph on the Operating Performance dashboard in *Figure 5*). Most variances are timing-related and are expected to reduce in the second half of the year as delayed work programmes progress.
- 5.2 Operating revenue was \$1.222 million more than budget. This includes \$508,000 from subsidy income recognised earlier than planned due to the timing of external funding receipts, or not originally budgeted:
- \$90,000 Ministry for the Environment (Waste Disposal Levy)
 - \$217,000 Better Off Funding (Three Waters Infrastructure Enhancement)
 - \$220,000 Mayors Taskforce for Jobs (MTFJ)
- 5.3 Operating costs were \$652,000 under budget, reflecting savings across operating expenses, personnel costs, and finance costs. Further detail on these variances, by activity group, is provided in section 6, *Explanation of Significant Operating Variances*.
- 5.4 Operating expenses are the day-to-day costs of delivering Council services. For the first half of the year, these costs were \$459,000 under budget, mainly due to lower-than-planned spending to date on contracted services and insurance.
- 5.4.1 Contracted services costs within the three waters activity were \$564,000 under budget, with expenditure expected to align with the budget as planned work progresses in the second half.
- 5.4.2 Insurance costs were \$600,000 under budget for the first half of the year, largely due to budget phasing, with the remaining expenditure to occur in the second half of the year. It is also appropriate to signal that a favourable variance is expected for the full year. This relates predominantly to material damage cover, where the most recent renewal cycle benefited from a more favourable insurance market than anticipated. As a result, total insurance expenditure for the year is currently forecast to be \$137,000 lower than budget.
- 5.4.3 These favourable operating expense variances were partially offset by contract costs, which were \$472,000 more than budget. This was primarily driven by \$258,000 of unbudgeted expenditure associated with externally funded programmes, along with the budget phasing of \$145,000 in election-related costs.
- 5.4.4 Maintenance costs across all activities were also more than budget by \$201,000. This was largely driven by a timing difference of \$165,00 in unplanned maintenance expenditure across the parks and reserves, and water and wastewater activities for the first half of the year.

- 5.5 Personnel costs are the salaries and wages for Council employees. For the first half of the year, these costs were \$224,000 below budget due to vacancies across several roles, including the Chief Executive position. These savings were partly offset by the cost of an interim Chief Executive, reflected in higher consultant fees. Some positions have now been filled, and recruitment is underway for the remaining roles. If these roles continue to remain vacant for part of the year, this variance is expected to remain favourable at year end.
- 5.6 Finance costs are the interest and other charges Council pays on loans and financial instruments, such as interest rate swaps. For the first half of the year, net finance costs were \$326,000 below budget, largely due to the timing and level of borrowing and favourable interest rate conditions. A detailed breakdown of net finance costs is provided in section 6 under the Treasury activity.
- 5.7 The favourable year-to-date position is expected to come right in the second half of the year as costs begin to align with planned expenditure.
- 5.8 Based on current results, the full-year result is tracking ahead of budget.

6. Explanation of Significant Operating Variances

	Revenue (\$000)						Variance %	Expenditure (\$000)						Variance %	Overall Result (\$000)		Net (\$000)		
	Budget	Actual	Variance	Prev result	Year end	Budget		Actual	Variance	Prev result	Year end	Net Variance	Report Item #		Budget	Actual	Variance %		
THRIVING DISTRICT																			
Economic and Community Development																			
Economic Development	444	446	3	↑	✓	1%	116	100	16	↑	✓	14%	19		328	347	6%		
Community Development	292	505	213	→	✓	73%	271	456	(185)	↑	✓	-68%	29	1	21	49	138%		
IMPROVING OUR ENVIRONMENT																			
Environmental Management																			
District Planning	546	652	106	↑	✓	19%	490	456	34	↑	✓	7%	140	2	56	196	252%		
Emergency Management	160	421	261	→	✓	163%	55	216	(160)	↓	✓	-289%	101	3	105	205	96%		
Waste Management	2,051	1,906	(144)	↓	✗	-7%	1,479	1,419	60	↑	✓	4%	(84)	4	571	487	-15%		
Stormwater																			
Stormwater	506	506	0	→	✓	0%	197	130	67	↑	✓	34%	67	5	309	376	22%		
Wastewater	2,903	2,977	73	↑	✓	3%	1,316	1,262	54	↑	✓	4%	128		1,587	1,714	8%		
Water Supply	3,376	3,378	2	→	✓	0%	1,561	1,525	36	↑	✓	2%	38		1,815	1,853	2%		
CONNECTED COMMUNITIES																			
Community & Recreation Facilities																			
Animal Control	586	586	0	↑	✓	0%	307	301	7	↑	✓	2%	7		279	286	2%		
Cemeteries	321	313	(9)	↓	✓	-3%	243	202	41	↑	✓	17%	32	6	78	111	41%		
Community Buildings	792	784	(8)	↓	✓	-1%	458	271	187	↑	✓	41%	179	7	334	513	53%		
Libraries	923	931	9	→	✓	1%	394	359	34	↑	✓	9%	43		529	572	8%		
Parks & Reserves	1,424	1,392	(32)	↓	✓	-2%	932	849	83	↑	✓	9%	51	8	492	543	10%		
Pensioner Housing	412	440	28	↑	✓	7%	402	345	56	↑	✓	14%	84		10	94	815%		
Public Conveniences	246	246	0	→	✓	0%	182	146	36	↑	✓	20%	36	9	65	100	55%		
Swimming Pools	542	542	(0)	→	✓	0%	387	369	18	↑	✓	5%	18	10	155	173	12%		
Regulatory Compliance																			
Building Control	1,002	1,052	50	↑	✓	5%	516	484	32	↑	✓	6%	82	11	486	568	17%		
Compliance & Monitoring	351	366	16	↑	✓	4%	275	232	44	↑	✓	16%	59	12	75	135	79%		
Transportation																			
Footpaths	364	358	(6)	↑	✓	-2%	104	105	(1)	↓	✓	-1%	(6)		260	254	-2%		
Roading	13,688	13,728	40	↑	✓	0%	5,351	5,577	(226)	↑	✓	-4%	(186)	13	8,338	8,152	-2%		
INTERACTIVE COUNCIL																			
Governance & Community Engagement																			
Customer Services	564	564	0	→	✓	0%	311	301	9	↑	✓	3%	9		253	263	4%		
Communications	258	258	0	→	✓	0%	259	204	54	↑	✓	21%	54	14	(1)	54	-8505%		
Democracy Services	1,011	1,073	63	↑	✓	6%	849	843	6	↑	✓	1%	69	15	161	231	43%		
Support Activities																			
Support Activities	609	827	218	↓	✓	36%	5,220	4,851	370	↑	✓	7%	588	16	(4,611)	(4,023)	-13%		
Treasury	916	1,255	338	↑	✓	37%	1,645	1,664	(20)	↑	✓	-1%	318	17	(728)	(410)	-44%		
Total Year to Date	34,286	35,508	1,222				23,319	22,667	652				1,874		10,967	12,841			

Figure 6

Legend for Variance Report (Figure 5)

Key for Prev Result

Worse	
Similar	
Better	

Key for Year End

Unfavourable	
To watch	
Favourable	
Much better than budget	

Variance Categories (Figure 5):

- Variances equal to or less than 5% of what was budgeted at year-end are considered on target
- Variance greater than 5% but less than 10% of what was budgeted at year-end are considered minor
- Variance equal to or greater than 10% of what was budgeted at year-end are considered significant, and are explained in the report
- Where variances are higher than \$100,000, they are also explained in the report

Report item # (refer activity dashboard)	Activity	Explanation	On Track for Year End	Reflected in 2026/27 Annual Plan
1	Community Development	<p>Net favourable variance of \$29,000.</p> <p>Revenue was higher than budget by \$213,000 due to additional funding of \$220,000 received from the MTFJ, which supports local employment initiatives. Of this, \$155,000 was spent on associated programme costs. The MTFJ funding is provided in two tranches, released as Council achieves agreed outcomes, reflecting confidence in our ability to deliver.</p> <p>On the expenditure side, the variance is mainly due to unbudgeted programme and employee related costs associated with the MTFJ funding.</p>		

Report item # (refer activity dashboard)	Activity	Explanation	On Track for Year End	Reflected in 2026/27 Annual Plan
2	District Planning	<p>Net favourable variance of \$140,000.</p> <p>This is due to \$112,000 in unbudgeted resource consent cost recovery revenue, which is not budgeted due to its variable nature.</p> <p>Consent volumes for the six months to 31 December were consistent with the prior year:</p> <p>2026: 11 land use and 50 subdivision consents</p> <p>2025: 7 land use and 45 subdivision consents</p> <p>Officers expect to be under the full-year budget for this activity and will look to put forward a resolution to carry forward unspent funds from the 2025/26 financial year into the 2026/27 financial year.</p>	✓	✓
3	Emergency Management	<p>Net favourable variance of \$101,000.</p> <p>Revenue exceeded budget by \$261,000 due to external funding received:</p> <ul style="list-style-type: none"> • Ministry of Social Development (MSD): <ul style="list-style-type: none"> ➤ Social Sector Recovery Plan \$107,000 ➤ Land Stabilisation Project \$55,000 (with associated expenditure reflected in unbudgeted contract costs) • Department of the Prime Minister and Cabinet (DPMC): \$95,000 of unspent Regional Recovery Structure Grant funding was carried forward from the prior year, of which \$83,000 was subsequently repaid in the first quarter (reflected in expenditure through unbudgeted contract costs). <p>The remaining unfavourable expenditure variance relates to fully funded contract costs.</p>	✓	N/A
4	Waste Management	<p>Net unfavourable variance of \$84,000.</p> <p>Revenue was \$144,000 below budget due to lower-than-expected dumping fee income/activity across the district, particularly at the Dannevirke transfer station. Outbound tonnage is slightly higher than inbound volumes, largely because rainfall increases the weight of waste by the time it is transported to CHB.</p>	✗	✓

Report item # (refer activity dashboard)	Activity	Explanation	On Track for Year End	Reflected in 2026/27 Annual Plan
		<p>Waste volumes for the six months to 31 December:</p> <p>Refuse to CHB landfill: 1363.00 tonnes (2025: 1347.24 tonnes)</p> <p>Kerbside recycling collected: 145.97 tonnes (2025: 155.46 tonnes)</p>		
5	Stormwater	<p>Net favourable variance of \$67,000.</p> <p>Expenditure is tracking under budget due to delayed contract drain maintenance work. This is a timing variance only, and costs are expected to align with budget as work progresses. Work carried out between January and March 2026 is already reducing this variance.</p>	✓	✓
6	Cemeteries	<p>Net favourable variance of \$32,000.</p> <p>Operational costs budgeted for the first half of the year have not yet been spent. These funds are expected to be used for tree works and maintenance in the second half.</p>	✓	✓
7	Community Buildings	<p>Net favourable variance of \$179,000.</p> <p>The planned painting maintenance for the Dannevirke Town Hall had not yet commenced. This is a timing variance only, as the weather-dependent work is scheduled to begin in the third quarter.</p>	✓	✓
8	Parks & Reserves	<p>Net favourable variance of \$51,000.</p> <p>Revenue was \$32,000 below budget, mostly due to a credit note issued. Further detail is provided in the Forestry section of the self-funded activities report.</p> <p>The unfavourable revenue variance was fully offset by savings in contract costs, employee-related costs, and other operational costs, such as cleaning, consultants, and insurance, across the activity.</p> <p>This is a timing variance, and expenditure is expected to align with budget in the second half of the year.</p>	✓	✓
9	Public Conveniences	<p>Net favourable variance of \$36,000.</p> <p>This is from underspent operational costs. This is a timing variance, and expenditure is expected to align with budget in the second half of the year.</p>	✓	✓
10	Swimming Pools	<p>Net favourable variance of \$18,000.</p> <p>This favourable variance is driven by lower-than-budgeted</p>	✓	✓

Report item # (refer activity dashboard)	Activity	Explanation	On Track for Year End	Reflected in 2026/27 Annual Plan
		<p>expenditure across this activity, including:</p> <ul style="list-style-type: none"> • Energy costs: \$6,000 under budget due to timing, with 85% of annual costs budgeted in the first half of the year (full year budget \$8,000) • Insurance premiums: \$15,000 under due to budget phasing • Management fees: \$17,000 under budget due to timing noting this is expected to be over budget at year end (full year budget \$519,000) • Maintenance costs: \$12,000 under due to budgeted maintenance costs for the first half of the year not yet incurred • Other minor operational savings <p>These savings were partly offset by an unbudgeted \$36,000 compressor replacement for the Tararua Aquatic Community Trust (TACT), which was funded from depreciation reserves.</p>		
11	Building Control	<p>Net favourable variance of \$82,000.</p> <p>This is mainly from \$58,000 in employee related savings, partly offset by higher costs associated with increased consent processing and inspection.</p>	✓	✓
12	Compliance & Monitoring	<p>Net favourable variance of \$59,000.</p> <p>This is primarily due to employee related savings across all three business units: environmental health, liquor licensing, and noise control.</p>	✓	✓
13	Transportation - Roading	<p>Net unfavourable variance of \$186,000.</p> <p>This variance reflects a minor timing issue that is expected to align with budget by year-end.</p>	✓	N/A
14	Communications	<p>Net favourable variance of \$54,000.</p> <p>Primarily due to lower employee-related costs and reduced advertising and promotion activity during a period of limited consultations.</p>	✓	✓
15	Democracy Services	<p>Net favourable variance of \$69,000.</p> <p>This is due to Better Off Funding received for Building Capacity</p>	✓	N/A

Report item # (refer activity dashboard)	Activity	Explanation	On Track for Year End	Reflected in 2026/27 Annual Plan
		with lwi.		
16	Support Activities	<p>Net favourable variance of \$588,000.</p> <p>This is driven by higher revenue and savings across operational and employee related costs.</p> <p>Penalty revenue exceeded budget by \$190,000, contributing significantly to the revenue variance.</p> <p>Operational savings include:</p> <ul style="list-style-type: none"> • Insurance premiums: \$120,000 under budget, due to budget phasing • Personnel costs: \$180,000 under budget due to vacancies • Consultancy costs: Personnel savings were partly offset by higher consultant fees for the interim Chief Executive • Other minor variances across the activity 	✓	✓
17	Treasury	<p>Net favourable variance of \$318,000.</p> <p>Finance revenue was \$355,000 above budget due to:</p> <ul style="list-style-type: none"> • Prefunding of debt: Investments made ahead of borrowing needs generated returns, • Interest on cash reserves: Higher cash balances earned more interest, • Interest rate swaps: Strategic use of swaps led to savings, and <p>These gains were partly offset by higher finance expenses, with interest costs \$30,000 more than budgeted, reduced slightly by \$10,000 in lower consultant fees.</p>	✓	✓

7. Treasury Report

Executive Summary (Dashboard)

2026 2nd Quarter Performance Report

Treasury Performance

Summary Treasury Performance (000s)	2025/2026 YTD Actual	2025/2026 YTD Budget	Variance	Trend from previous quarter
Net Finance Costs	\$ 1,251	\$ 1,576	● 326	↑
Total External Debt	\$ 80,000	\$ 89,791	● 9,791	↑
Net Debt Position	\$ 58,994	\$ 91,365	● 32,371	↑

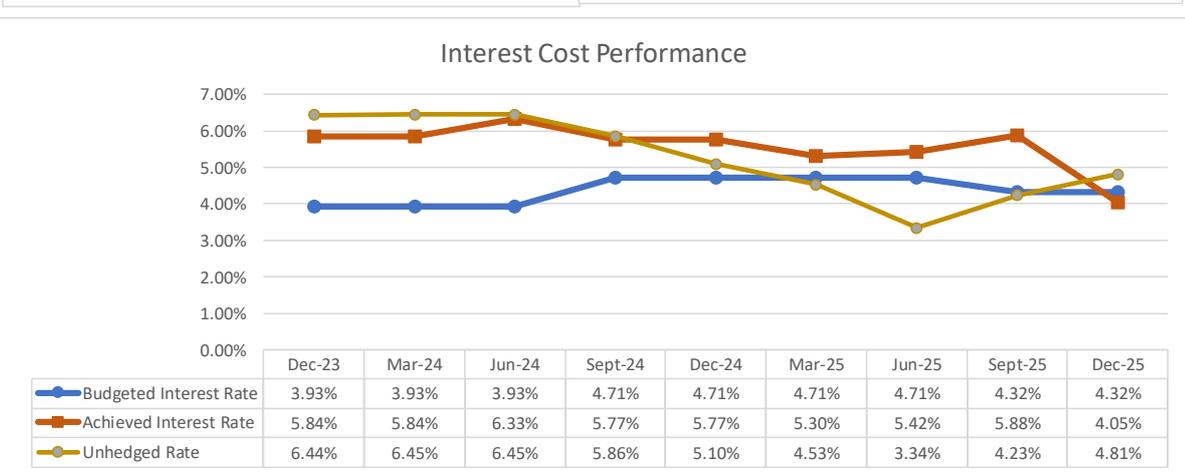
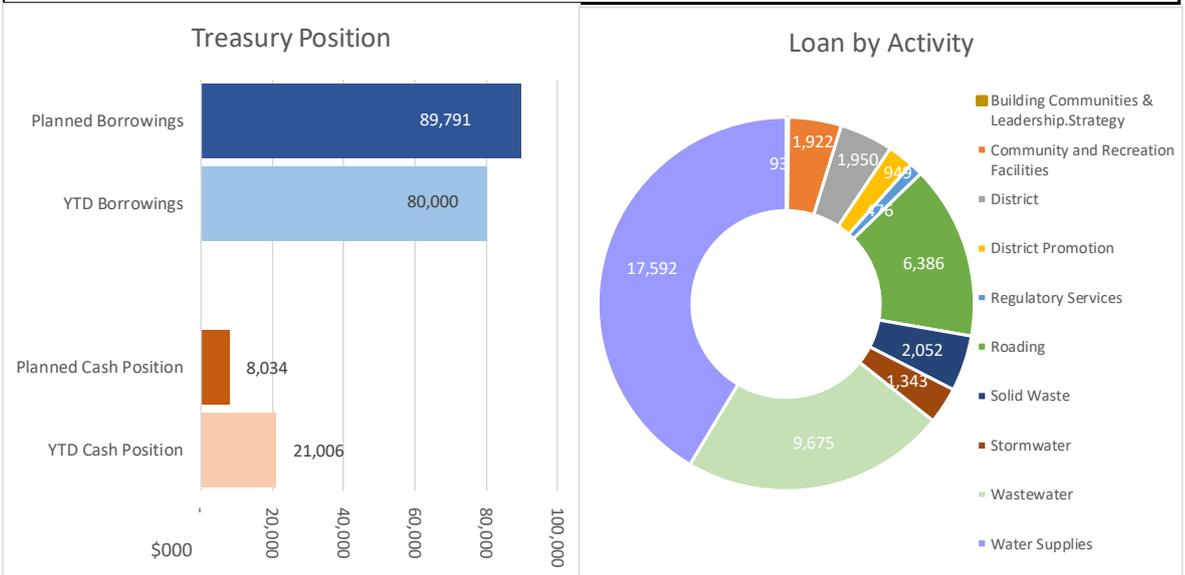


Figure 7

- 7.1 Council’s Finance team continues to work with its treasury advisor to put strategies in place that manage interest rate risks and make sure borrowing and funding are handled in line with Council’s financial policies.
- 7.2 The main focus is on managing interest rates and funding risks. This is done by forecasting future debt levels and using hedging strategies to reduce the impact of interest rates changes.
- 7.3 Current External Debt Position

All external borrowings are held with the Local Government Funding Agency (LGFA). Council’s debt profile at 31 December reflects both drawdowns made to support the capital programme and the prefunding of \$8 million of debt maturing in April 2026 (*Figure 8*). Prefunded debt continues to be held on investment until required, contributing to favourable interest revenue.

	Balance 1 October 2025	Drawn	Repaid	Balance 31 December 2025
Core debt	\$72,000,000			\$72,000,000
Prefunding	\$8,000,000			\$8,000,000
Short-term debt (commercial paper & MOCL facility)	\$0			\$0
Total debt	\$80,000,000	\$0	\$0	\$80,000,000

Figure 8

7.4 Current Financing Costs

Net finance costs were \$326,000 below budget for the first half of the year. This favourable result occurred because Council’s average interest rate on borrowing was lower than expected. The budget assumed an interest rate of 4.32%, whereas the actual rate for the period was 4.05%.

Council’s hedging strategy contributed to this favourable outcome. Hedging reduces exposure to sudden increases in market interest rates and provides stability in financing costs. To illustrate this, if Council had remained unhedged and instead paid the prevailing market rate of 4.81%, finance costs would have been higher. Based on year-to-date borrowing of \$80,000 (*Figure 7*), this would have resulted in approximately \$608 of additional interest expense. While the dollar impact is insignificant, it demonstrates how hedging provides cost certainty and protection against rising interest rates.

7.5 Impact of Interest Rate Swaps

Interest rate swaps help Council manage interest rate risk by converting part of Council’s floating-rate debt into fixed-rate debt. This provides greater certainty over future interest costs.

When market interest rates fall below the fixed rates Council has locked in through its swaps, the swaps can generate a favourable impact on net finance costs because the effective interest rate paid on the overall debt portfolio is lower

than anticipated. Conversely, when market rates rise, swaps protect Council from paying higher interest on its floating-rate borrowings.

For the first half of the year, favourable swap positions — combined with the timing and level of borrowing — contributed to net finance costs being lower than budgeted.

7.6 Cash Flow Management and Liquidity

At 31 December, Council's cash balance was \$21.006 million, which is \$12.972 million higher than planned. This primary driver of this variance is the \$8 million of prefunded debt currently held on investment until the debt matures in April 2026.

The remaining variance reflects timing differences between actual and budgeted cash flows. Cash movements such as rates receipts, capital expenditure, and external funding do not occur evenly throughout the year, resulting in temporary fluctuations in cash balances.

Council continues to maintain strong liquidity and ensures that funding is available to meet both operational and capital commitment as they arise.

7.7 Treasury Policy Non-Compliance

Officers note that current funding and interest rate policy limits may temporarily be exceeded as a result of Local Water Done Well-related changes to Council's debt forecasts. These changes are primarily driven by the proposed transfer of water-related debt to the new Water Services Council Controlled Organisation (WS-CCO) on 1 July 2027, which may result in a greater proportion of debt falling within the 0–3 year maturity bucket, where that debt was previously forecast to be repaid.

The specific debt transfer mechanism has not yet been agreed between the parties. In determining the appropriate mechanism, consideration will be given to matters including changes to Council's long term debt forecasts, the composition of Council and water related fixed and floating rate debt, and the ongoing management of Council's funding and interest rate risk exposures.

While, under normal circumstances, Council would maintain compliance through actions such as prefunding borrowings for future repayments or extending the term profile of the existing debt portfolio, the appropriateness of these actions is currently constrained by uncertainty around the timing, quantum, and structure of the proposed water related debt transfer.

7.8 Borrowing Headroom

7.8.1 Borrowing headroom is Council's ability to externally borrow funds (up to the maximum limit imposed in Council's Financial Strategy which can be found in the published Long-term Plans).

7.8.2 Within the financial strategy Council sets what the self-imposed borrowing limits are to be for the Long-Term Plan. These are reported against annually in Council’s published Annual Reports and are reviewed as part of the Long-term Planning cycle every three years.

7.8.3 These self-imposed limits are guided by the LGFA (Local Government Funding Agency) debt covenants. Council’s borrowing limits were updated as part of the 2024/2034 Long Term Plan, and LGFA limits are as follows:

Councils Maximum Limits 2024/2034 Long Term Plan	Current Limits
Net Debt as a Percentage of Revenue	< 175%
Net Interest on External Borrowings as a Percentage of Total Revenue	< 10%
Net Interest on External Borrowings as a Percentage of Annual Rates Income	< 15%
<i>Liquidity (External term debt + committed loan facilities + available liquid investments to existing external debt)</i>	> 110%

Figure 9

7.8.4 The following three graphs track Council’s performance against these limits. Council is compliant with all of these limits at 31 December 2025.

Note: The annual rate income has been fully billed; however, fees and charges and grant revenue reflect only six months of the financial year. As a result, the position at December 2025 is close to the limit.

The interest rate volatility is due to rolling debt investments.

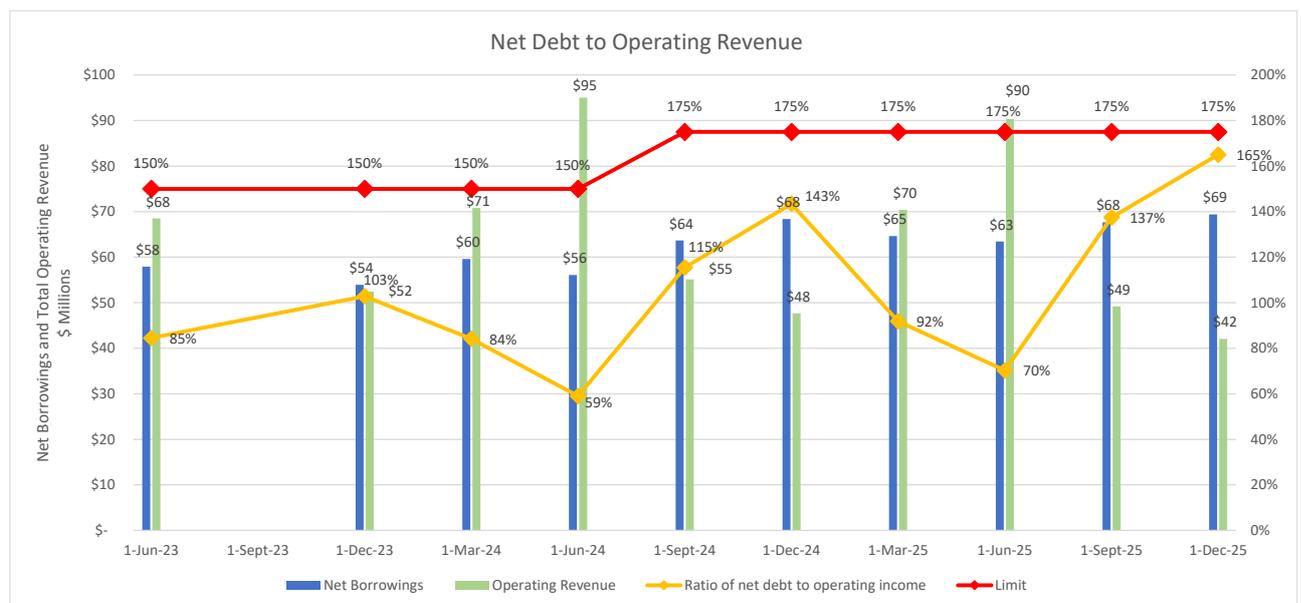


Figure 10

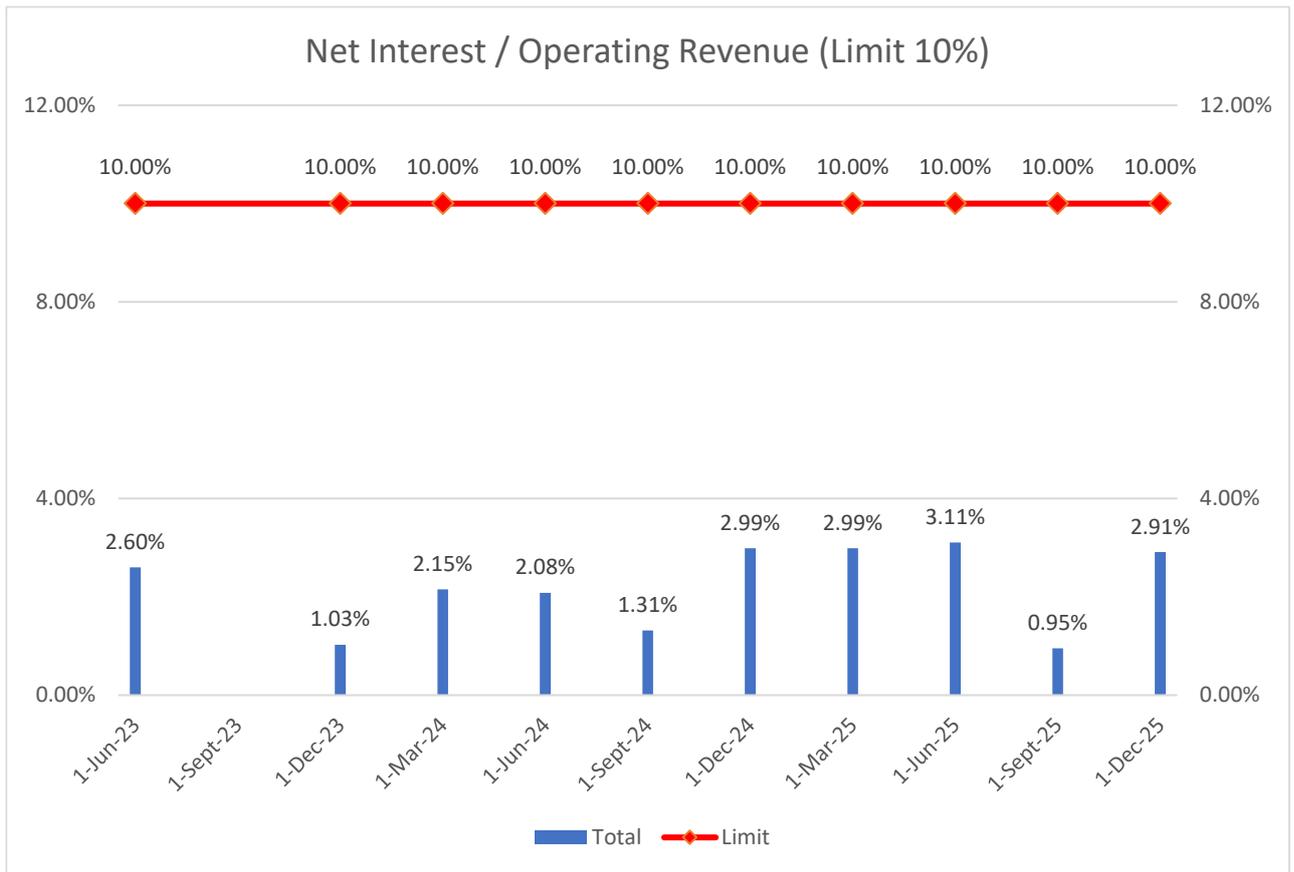


Figure 11

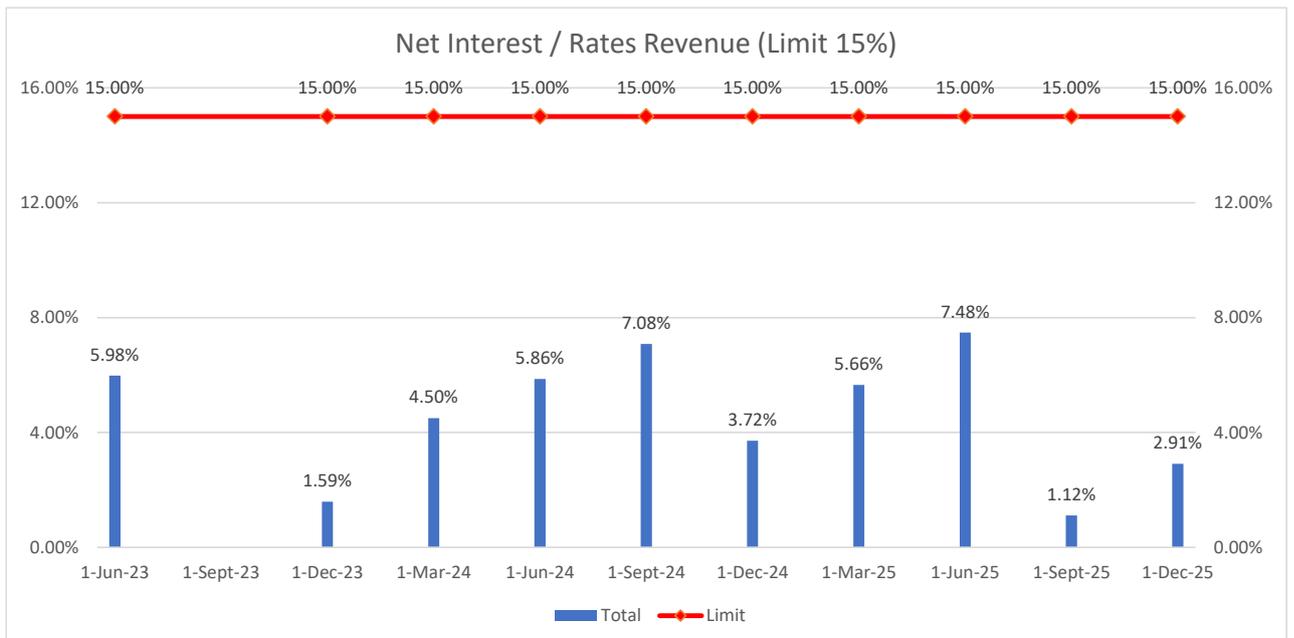


Figure 12

8. Debtors Report

8.1 Ongoing work continues to focus on the management of TDC’s overdue debt, including the timely issuing of overdue reminder letters, active monitoring of debt collection activity, and the prompt escalation of overdue accounts to the debt collection agency.

8.2 **The status of Rates debt in arrears is shown below, 31 December 2025:**

There has been a 20% decline in rates debt in arrears from the quarter ended September 2025 to December 2025. \$521,427 alongside a reduction of 247 ratepayers with arrears.

A further 30% of the current period instalments has been paid in full.

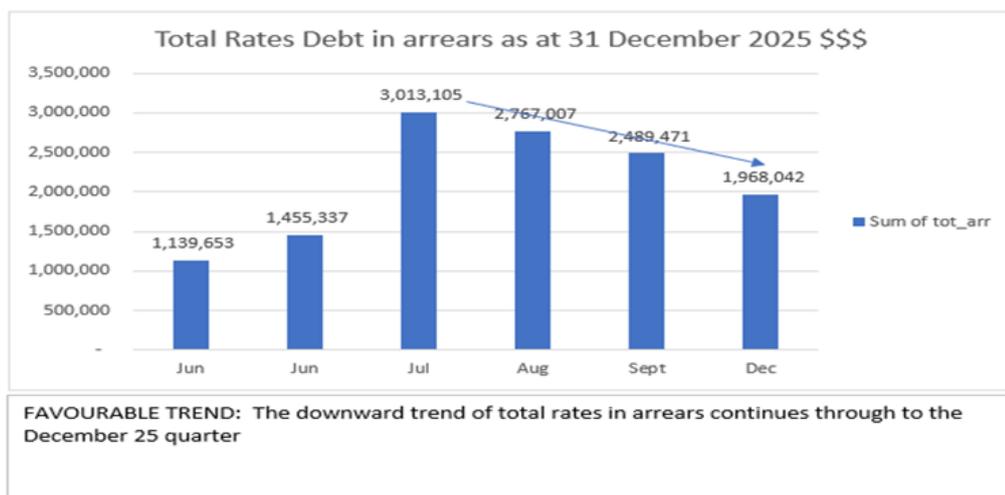


Figure 13

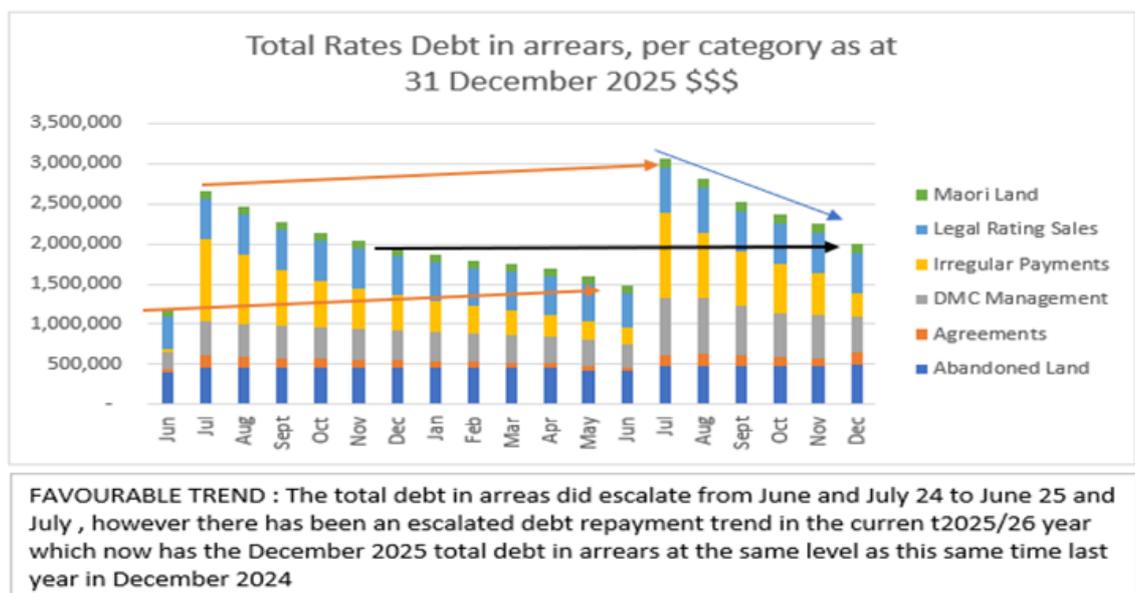


Figure 14

Arrears as at 30 September 2025

	Total Arrears	no. of rate payers	Average per rate payer
<\$0	\$ (36,242.44)	22	\$ (1,647.38)
\$1 - \$10	\$ 36.03	8	\$ 4.50
\$10 - \$99	\$ 2,551.80	39	\$ 65.43
\$100 - \$499	\$ 17,588.99	64	\$ 274.83
\$500 - \$999	\$ 44,171.79	59	\$ 748.67
\$1000 - \$4999	\$ 534,260.90	216	\$ 2,473.43
\$5000 - \$24999	\$ 855,835.63	85	\$ 10,068.65
\$25000+	\$ 1,071,267.03	17	\$ 63,015.71
	\$ 2,489,469.73	510	

Arrears as at 31 December 2025

	Total Arrears	no. of rate payers	Average per rate payer
<\$0	\$ (35,918.73)	22	\$ (1,632.67)
\$1 - \$10	\$ 19.26	6	\$ 3.21
\$10 - \$99	\$ 470.76	7	\$ 67.25
\$100 - \$499	\$ 5,125.06	20	\$ 256.25
\$500 - \$999	\$ 18,998.93	26	\$ 730.73
\$1000 - \$4999	\$ 265,544.36	101	\$ 2,629.15
\$5000 - \$24999	\$ 672,428.07	65	\$ 10,345.05
\$25000+	\$ 1,041,374.03	16	\$ 65,085.88
	\$ 1,968,041.74	263	

Figure 15

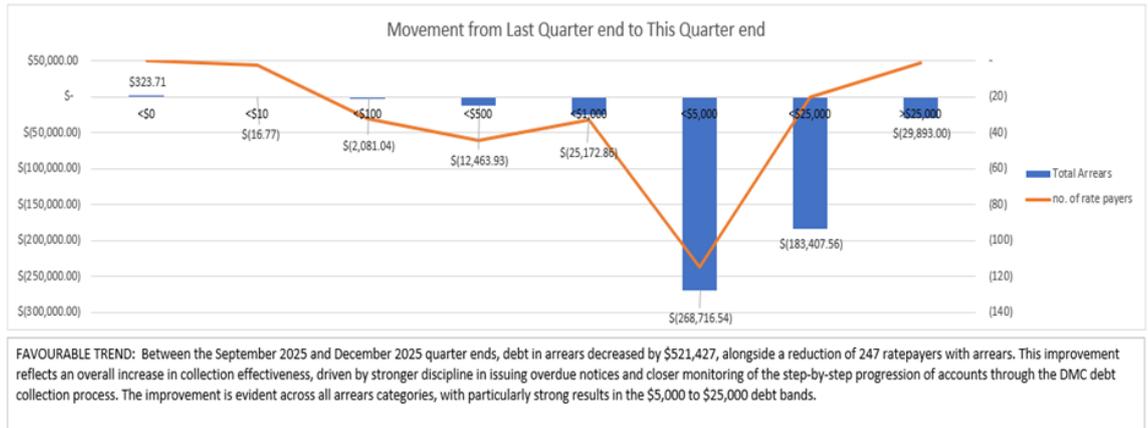


Figure 16

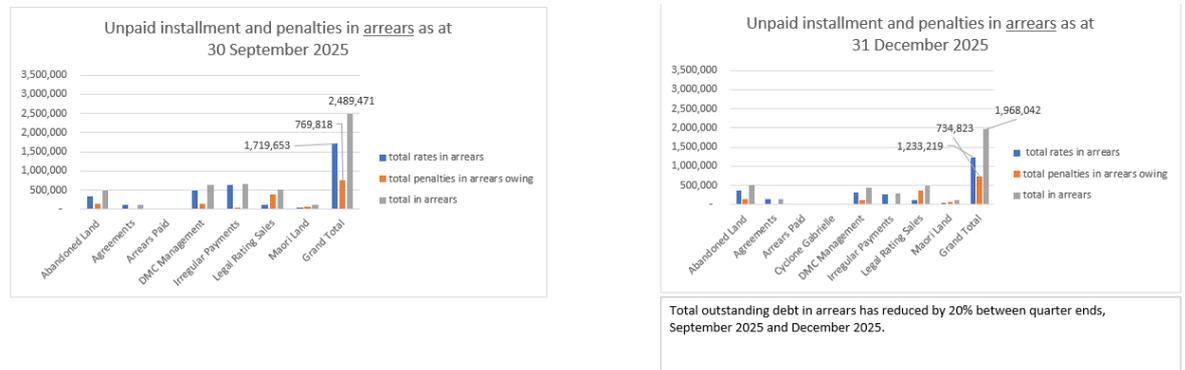


Figure 17

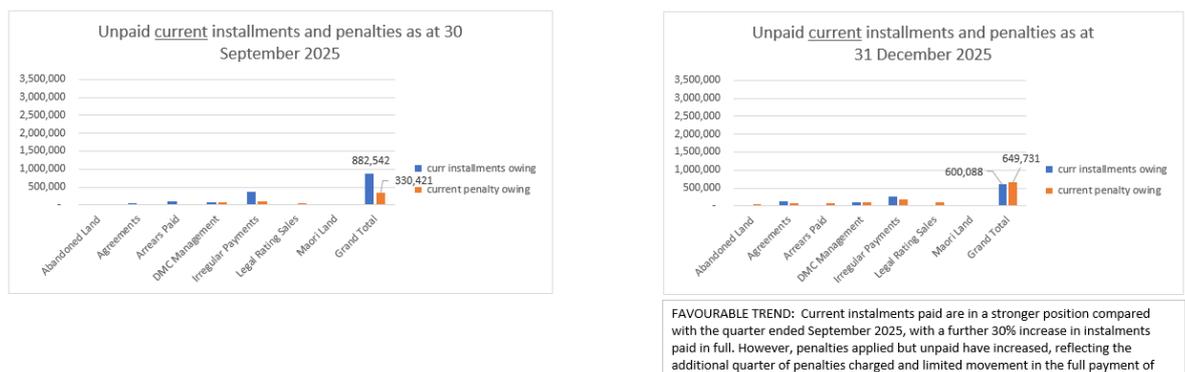


Figure 18

8.3 Accounts Receivable Debtors 31 December 2025

Accounts receivable debt in arrears has continued its downward trend from quarter end September 2025 to December 2025. Total 90+ days debt in arrears has decreased by a further 25%.

Abandoned land has had two property sales in the last quarter which met council’s reserve and all properties are being actively progressed through the sale process by TDC with the debt collection agency.

8.4 The status of Account Receivable debtors is shown below, 31 December 2025:

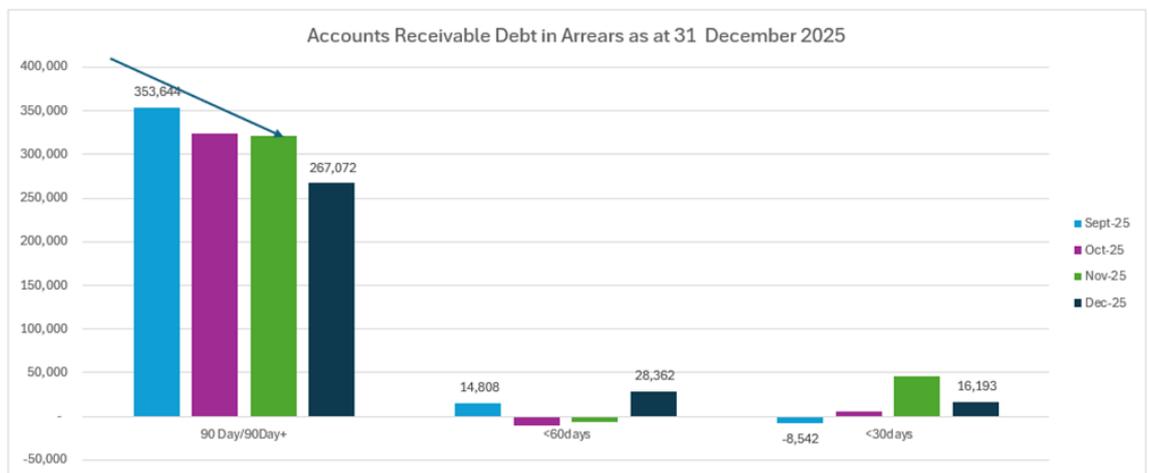


Figure 19



Figure 20

8.5 The status of DMC debt under management is shown below, 31 December 2025:

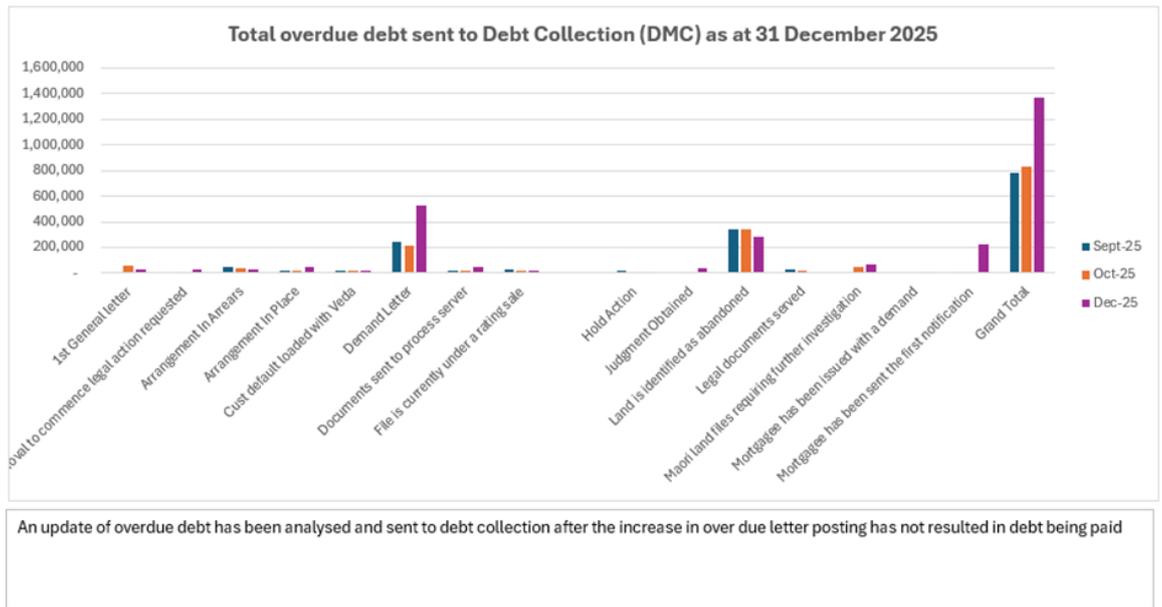


Figure 21

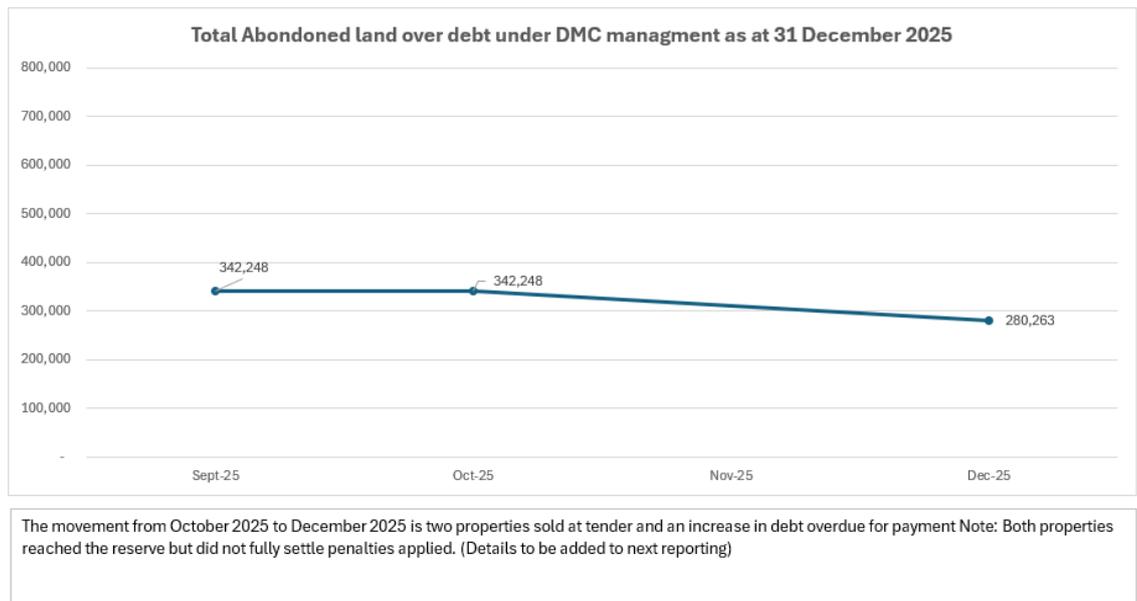


Figure 22

9. Self-funded Activities Report

9.1 Forestry – Summary for the Six Months Ended 31 December 2025

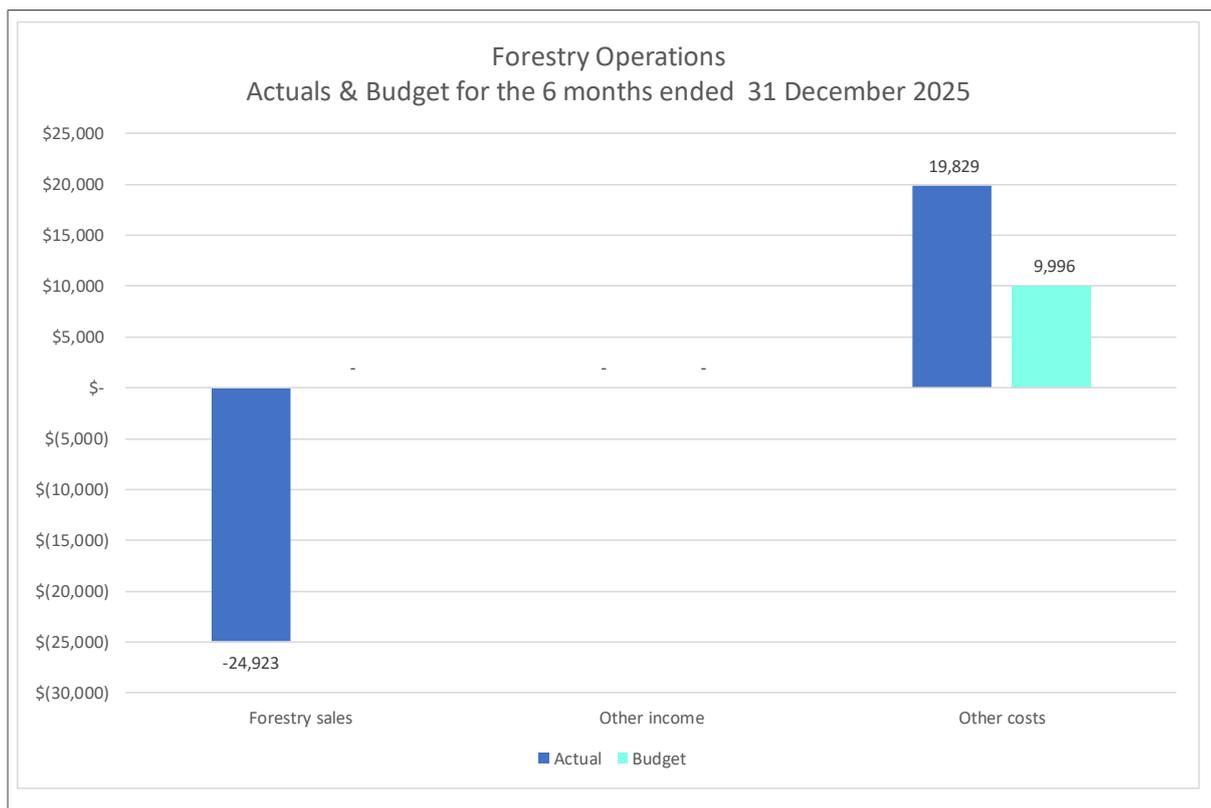


Figure 23

- 9.1.1 For the six months ended 31 December, Council’s forestry activity recorded a deficit of \$44,000.
- 9.1.2 An unfavourable revenue variance of \$25,000 reflects the write-off of a log royalty invoice previously recorded for the Birch North Forest. The amount became unrecoverable following settlement of the forest sale in December 2024.
- 9.1.3 Operating expenditure for the period was \$19,000, exceeding the \$10,000 budget. The variance is primarily due to \$7,000 in unbudgeted costs for a valuation report of Council’s remaining forest blocks, and the early payment of annual rates in the first quarter, which resulted in a further \$7,000 overspend and will remain slight over budget at year end. These costs were partially offset by \$4,000 in savings on insurance premiums due to budget phasing.
- 9.1.4 Forestry remains a self-funded activity, supported by a reserve balance of \$358,097 as at 31 December. This reserve provides for future operational requirements without reliance on ratepayer funding.
- 9.2 Pensioner Housing – Summary for the Six Months Ended 31 December 2025

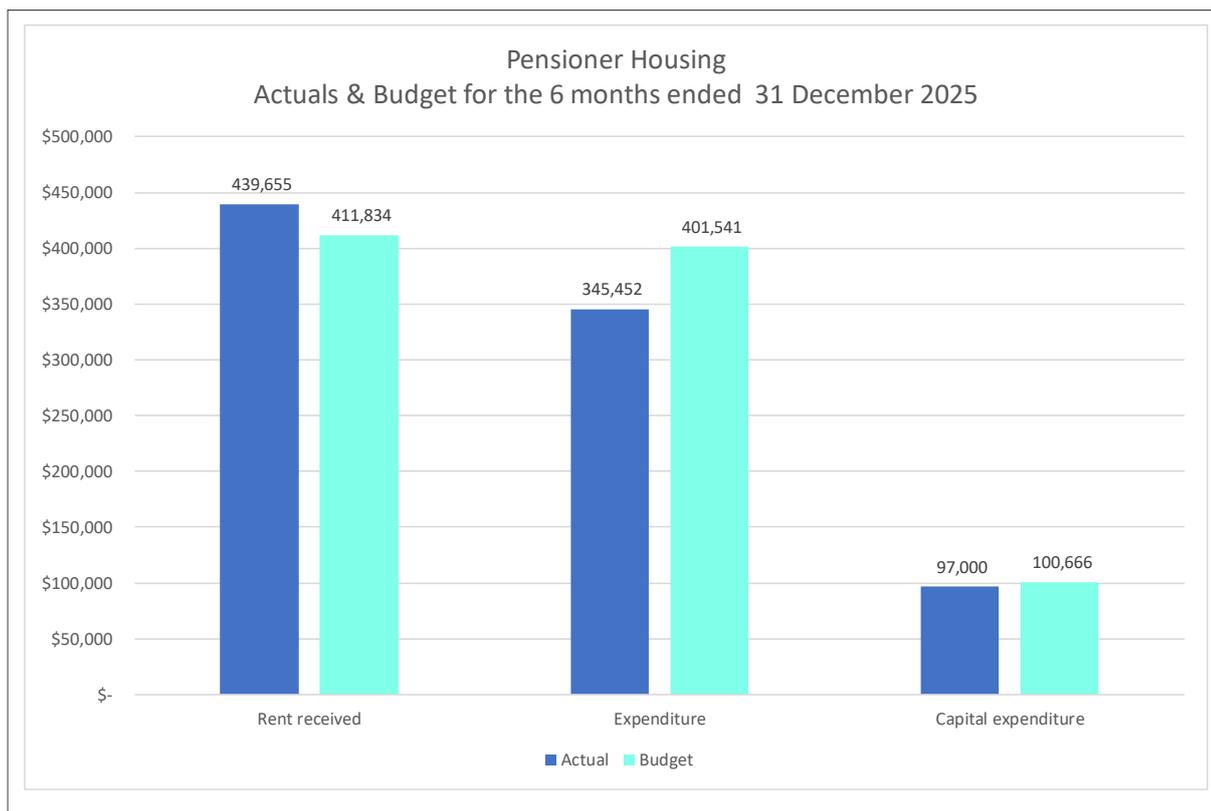


Figure 24

9.2.1 Operating Performance

For the six months ended 31 December, pensioner housing recorded an operating surplus of \$94,000, compared to a budgeted surplus of \$10,000.

As shown in *Figure 24*, rental income was \$28,000 higher than budget, largely due to annual rent increases coming into effect earlier in budget forecasts, during the first half of the year.

Operating expenditure totalled \$345,000, which was below the budget of \$402,000. This favourable variance was primarily driven by maintenance costs budgeted for the first half of the year that were not yet incurred (\$29,000 under budget), along with lower insurance premiums (\$80,000 under budget due to the budget phasing). These savings were partially offset by annual rates being \$58,000 higher than budget due to where the final distribution for rates fell.

9.2.2 Capital Expenditure

Capital spending for the first half of the year was \$97,000, compared to a budget of \$101,000. This includes refurbishment work undertaken at one of the Elsinore Court flats.

9.2.3 Pensioner Housing Reserve

Pensioner housing is a self-funded activity. As at 31 December, the reserve improved as per forecast from the overdrawn \$293,430 at the end of the first quarter, to \$208,187.

Officers provided the Performance and Monitoring Committee with a detailed review of the pensioner housing activity. The purpose of this was to update the Committee on the performance and management of Council's pensioner housing portfolio, noting that the reserve had previously held a significantly overdrawn balance.

Key Points

- The report outlines the current status of Council's pensioner housing, including occupancy, demand, and operational matters.
- Ongoing maintenance and asset management activities are discussed, with a focus on ensuring the units remain safe, fit for purpose, and appropriate for tenant needs.
- Financial performance is monitored against budget, with any material variances explained. The pensioner housing reserve is forecast to move from a slightly overdrawn position to a small positive balance.
- The report highlights relevant risks and pressures facing the portfolio, including affordability, ageing assets, and longer-term sustainability considerations.

Overall Assessment

- Pensioner housing continues to be actively managed in line with Council policy and service objectives.
- No immediate decisions are required, with the report provided for monitoring and oversight purposes.

Next Steps

- Continued monitoring of demand, costs, asset condition, and reserve balances.
- Any significant issues or proposed changes will be reported to Council through future reporting or policy processes.

Attachments

1 [↓](#). PwC Q2 Economic Update



Tararua District Council

To	Peter Wimsett, Tracy McDonald, Beth Fowler and Sarah Walshe
From	Raj Verma
Date	11 March 2026
Subject	Economic Update

Economic and financial market update summary

Interest rate update

Over recent months, the domestic interest rate landscape has experienced notable repricing, with short-end swap rates rising sharply through late 2025 before easing modestly into early 2026. These movements reflected a combination of shifting market expectations around the Reserve Bank of New Zealand's (RBNZ) policy outlook, stronger-than-expected domestic economic data, and developments in global bond markets.

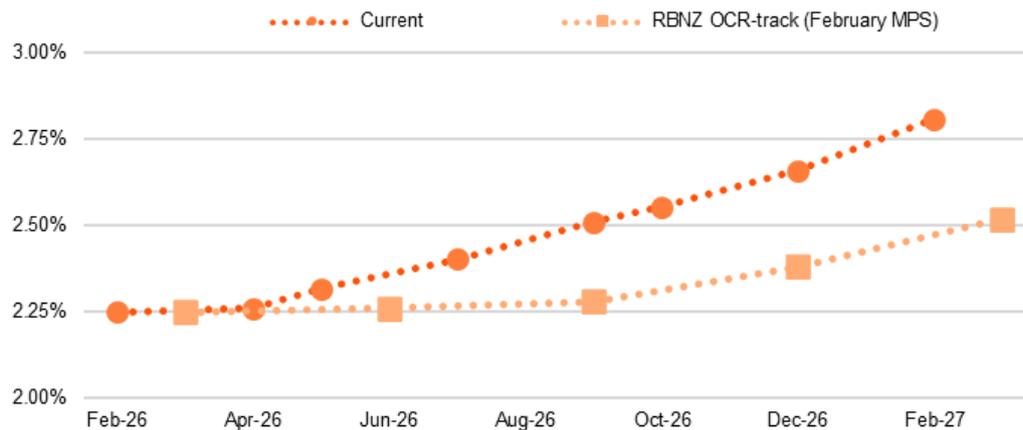
Following the RBNZ's November 2025 Monetary Policy Statement (MPS), the Monetary Policy Committee reduced the Official Cash Rate (OCR) by 25 basis points to 2.25%. While the rate cut itself was widely expected, accompanying guidance suggested the easing cycle was nearing completion. The updated OCR track indicated a largely flat policy profile through 2026, followed by a gradual increase toward the Bank's estimated neutral level of around 3%. Markets interpreted this as a relatively hawkish signal and began repricing the expected path for interest rates higher over the medium term. This shift in expectations resulted in a substantial repricing across the short end of the swap curve through late 2025. One-to-three-year swap rates moved materially higher as markets reassessed the likelihood and timing of future OCR increases.

Entering 2026, several domestic data releases reinforced the perception that economic conditions were stabilising. GDP growth in the September 2025 quarter surprised to the upside at 1.1% quarter-on-quarter, while business sentiment indicators strengthened and manufacturing activity remained in expansionary territory. These developments supported the view that spare capacity in the economy may be absorbed sooner than previously anticipated, contributing to a higher inflation outlook and reinforcing the market's reassessment of the policy path.

Inflation data also delivered an upside surprise. Headline CPI increased to 3.1% in the December 2025 quarter, slightly above both market expectations and the RBNZ's earlier forecasts. The increase reflected higher tradables inflation alongside persistently elevated non-tradables inflation, suggesting domestic cost pressures remain relatively sticky despite earlier signs of economic weakness. The stronger inflation outcome contributed to additional upward pressure on short-dated swap rates and brought forward market expectations for potential OCR increases later in 2026.

More recently, however, the short end of the curve has eased modestly. The December quarter labour market release showed the unemployment rate rising to 5.4%, slightly above both market expectations and the RBNZ's prior projections. While employment growth surprised to the upside, the increase in unemployment and signs of easing wage pressures were sufficient to see markets pare back some of the more aggressive tightening expectations that had developed earlier in the year. Market pricing currently implies around a 25-basis-point OCR increase by late 2026.

RBNZ forward guidance and market implied pricing



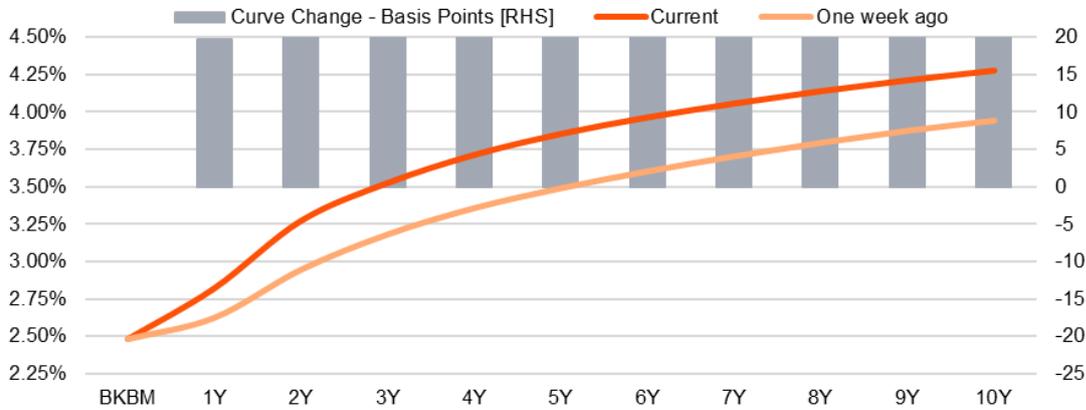
Source: Bloomberg, PwC

The long end of the New Zealand interest rate swap curve has also moved over this period, though changes have largely been driven by developments in global bond markets rather than domestic factors. Initially, US Treasury yields rose following stronger US labour market data, prompting markets to reassess the extent of monetary policy easing expected from the Federal Reserve. These movements transmitted through to New Zealand's longer-dated interest rates via the usual offshore linkage.

Subsequently, softer-than-expected US inflation data reinforced the disinflation narrative and supported demand for longer-dated bonds. This contributed to a decline in global yields, with New Zealand's seven- to ten-year swap rates following lower as global term rates retreated. The net result was a modest flattening of the domestic yield curve, as the decline in longer-term rates outpaced the easing observed at the short end.

Overall, while movements in the short end of the curve continue to reflect evolving expectations for the RBNZ's policy outlook, longer-dated interest rates remain primarily influenced by offshore developments. Changes in global growth expectations, inflation dynamics, and the outlook for US monetary policy therefore remain key drivers of movements in New Zealand's long-end interest rates.

New Zealand interest rate swap curve comparison



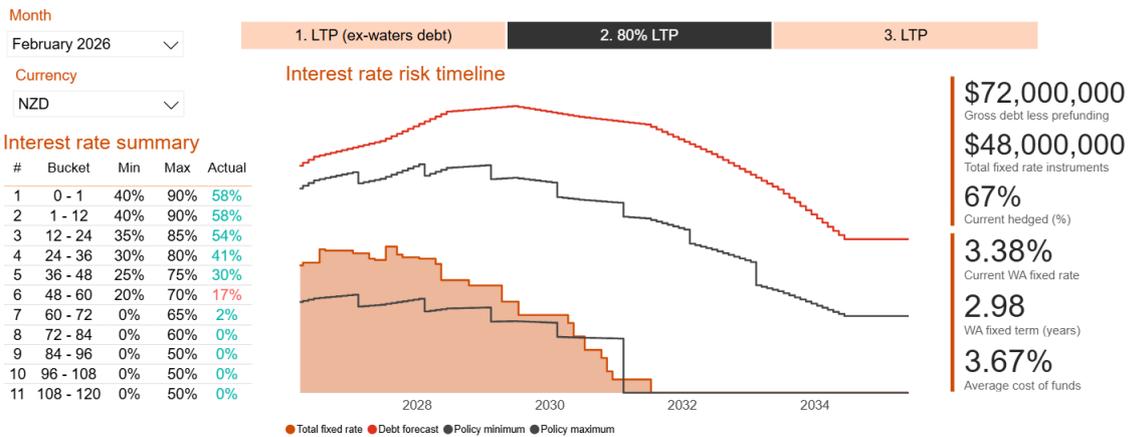
Source: Bloomberg, PwC

Interest rate risk management

Tararua District Council (Council) is compliant to interest rate Policy parameters as at 28 February 2026. The interest rate risk profile is as follows:

Interest rate risk position

Tararua District Council



Council is currently non-compliant with Policy parameters under the 80% LTP forecast in year 5. Given recent volatility in interest rates, Council could undertake some new hedging to capture some of the benefit of recent moves lower in swap rates. Council must be cognisant of forecasted debt levels post the waters reform before executing any new hedging strategy.

As such, we recommend management seek approval to remain outside of its interest rate policy limits where non-compliance is driven by Local Water Done Well related changes to Council's debt forecasts. Council's debt forecasts are impacted by the proposed 1 July 2027 water-debt transfer amount to the new Water CCO. The specific details around the debt transfer mechanism are yet to be agreed between the parties. In determining the debt transfer mechanism consideration will be given to such matters as, the changes in Council's long-term debt forecasts, the Council and water-related fixed and floating rate debt amount and composition along with the ongoing management of Council's funding and interest rate risk position and exposures.

Cost of funds: sensitivity analysis

Based on current market rates and Council's hedging profile, the projected cost of funds for FY26 is expected to be 3.85%. Based on Council's base-case debt forecast (80% LTP 24/34), this equals an interest cost amount of \$3,298,664 in FY26. See Appendix 1 for further details.

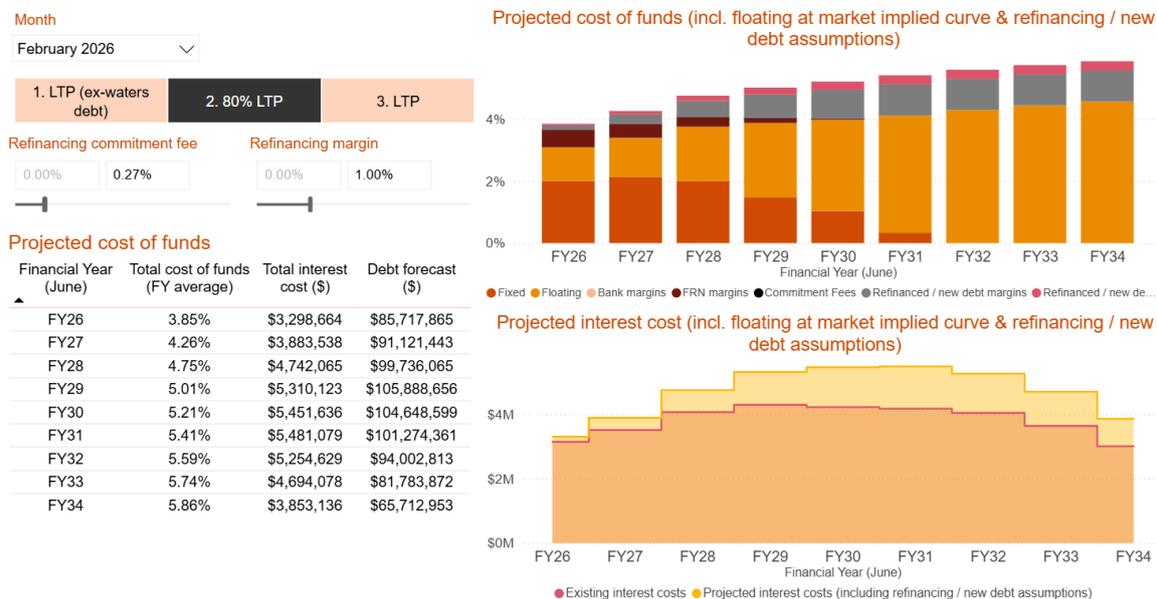
Summary

Council is non-compliant to interest rate Policy requirements as at 28 February 2026. We recommend management seek approval to remain outside of its interest rate policy limits where non-compliance is driven by Local Water Done Well related changes to Council's debt forecasts.

Appendix - Cost of funds: sensitivity analysis

Projected gross cost of funds analysis, per FY

Tararua District Council



Disclaimer

This memo is subject to the engagement letter dated 29 May 2020 and the following restrictions. It is a memo addressed to you, Tararua District Council.

This memo should not be reproduced or supplied to any other party without first obtaining our (PwC New Zealand) written consent. We accept no responsibility for any reliance that may be placed on our memo should it be used for any purpose other than that set out below and in any event we will accept no liability to any party other than you in respect of its contents.

In the course of our work we have not verified any of the information provided to us by you, nor have we carried out anything in the nature of an audit. Accordingly, we express no opinion on the reliability, accuracy or completeness of the information provided to us and upon which we have relied.

The statements and opinions contained in this memo are based on data obtained from the financial markets and are so contained in good faith and in the belief that such statements, opinions and data are not false or misleading. In preparing this memo, we have relied upon information which we believe to be reliable and accurate. We reserve the right (but will be under no obligation) to review our assessment and if we consider it necessary, to revise our opinion in the light of any information existing at the date of this memo which becomes known to us after that date. This memo must be read in its entirety. Individual sections of this memo could be misleading if considered in isolation from each other.



Report

Date : 19 March 2026

To : Mayor and Councillors
Tararua District Council

From : Sarah Walshe
Finance and Revenue Manager

Subject : **Endorsement of 2026/2027 Proposed Annual Plan and Proposed Fees & Charges**

Item No : **10.2**

1. Recommendation

- 1.1 *That the report from the Finance and Revenue Manager dated 14 March 2026 concerning the Endorsement of 2026/2027 Proposed Annual Plan and Proposed Fees & Charges be received.*
- 1.2 *That Council endorses the 2026/2027 Annual Plan and its proposed fees and charges.*
- 1.3 *That Council resolves to go with option 1 in further reducing the average rates increase by reducing the accelerated debt repayment from 2% of rates to 1.5% of rates.*
- 1.4 *That Council resolves to use \$750,000 from the general purpose reserve to offset the “catch-up” of depreciation costs for the roading activity.*
- 1.5 *That Council resolves not to consult on the 2026/2027 Annual Plan and encourages the Community to provide feedback in the upcoming early engagement for the 2027/2037 Long Term Plan.*

2. Reason for the Report

- 2.1 To seek endorsement from Council of the 2026/2027 Annual Plan and its proposed fees and charges for year 3 of the 2024/2034 Long Term Plan.
- 2.2 To confirm there are no material or significant changes from year 3 of the Long Term Plan and no public consultation is required.

2.3 To seek a resolution to utilise the general-purpose reserve to offset the rates smoothing repayment required for the roading activity.

2.4 To provide an update and overview of the 2026/2027 Annual Plan.

3. Background

3.1 Under section 95 of the Local Government Act 2002 Councils must prepare an Annual Plan for each financial year. Council is required to adopt an Annual Plan and set rates by 30 June 2026, as well as adopt any fees and charges that are set for that financial year.

3.2 Within each Annual Plan Council must present an account of variances from the Long Term Plan for each year in which the Annual Plan is being developed.

3.3 Council is required to consult on the Annual Plan when there are significant or material changes from what was set out in the Long-Term Plan. If there are no such differences, formal consultation is not required. This is because Council's services and finances remain consistent with the Long-Term Plan on which the community has already been consulted.

3.4 In this report officers present the proposed budget for the Annual Plan 2026/2027 and proposed fees and charges for 2026/2027.

3.5 A range of factors have shaped the approach to this year's Annual Plan. As always, Council has kept affordability front and centre — making sure Council services remain accessible for its communities, whether funded through rates or user charges, while balancing this with Council's long-term goal of maintaining a sustainable, responsible budget. Many households are feeling the pressure of rising living costs, and this remains a key consideration in Council's decision-making. At the same time, Council is preparing for the wider changes coming from central government's reform programme, including the introduction of rates capping, which reinforces the need to think differently, act responsibly, and plan carefully for the years ahead.

3.6 Council held a public workshop in December 2025 where it discussed the service levels, activity expenditure and rates requirement for the proposed Draft Annual Plan 2026/2027.

3.7 The 2024/2034 Long Term Plan had a budgeted rates increase for 2026/2027 (year 3) of 11.84%. Following initial review of internal operational budgets, officers had reduced the rates increase to 9.07%. Standard financial levers were then applied and a recommendation was put forward to utilise the general-purpose reserve to reduce the rates smoothing repayment required from year 1 of the 2024/2034 Long Term Plan which brought the average rates increase down to 5.36%. Officers presented this to Council in a public workshop in December 2025.

Following this workshop officers were instructed to look to reduce this further and present two options for consideration. One option discussed was to marginally

reduce the accelerated debt repayment and the other option was to further reduce depreciation funding for future forecasted years in the three water activities. Both these options recalculated the final proposed average rates increase down to 4.83%.

The 2026/2027 rates increase is primarily driven by interest costs, depreciation costs, and a reduction in the comparative net operational budgets in the prior year's 2025/2026 Annual Plan. Further reduction is due to the use of a general reserve and revision of the debt repayment plan from 2% to 1.5%.

Note: Operational costs for the new Pahiatua Pool were deferred from Year 2 to Year 3 due to external funding not being secured. Accordingly, the proposed 2026/2027 Annual Plan provides for six months of operational funding, assuming the facility will operate for half of the financial year, with external funding still pending.

4. Significance Assessment

4.1 The Draft Annual Plan 2026/2027 continues the strategic priorities of efficient local infrastructure, public services and regulatory functions as consulted on through the Long Term Plan 2024-2034.

4.2 The proposed changes from year 3 of the 2024/2034 Long Term Plan do not result in any changes to levels of service.

4.3 The main financial 'levers' that have been utilised to reduce the average rates increases are as follows:

- Partial funding of depreciation for the three waters activities similar to last year. This aligns with the Government's *Local Water Done Well* framework, which enables asset renewals to be funded through debt rather than rates-funded depreciation;
- Partial un-funding of the community building activity, supported by a healthy depreciation reserve and ongoing land and building rationalisation project;
- Inclusion of operational funding for the new Pahiatua Swimming Pool for only six months of the 2026/2027 financial year (as external funding is still pending);
- A recommendation to utilise the general purpose (Infracon sale proceeds) reserve to reduce the rates smoothing repayment required for the roading activity from year 1 of the 2024/2034 Long Term Plan;
- Revision of the debt repayment plan from 2% to 1.5%.

4.4 The proposed changes are not considered significant when assessed in accordance with the Council's Significance and Engagement Policy, and the financial levers

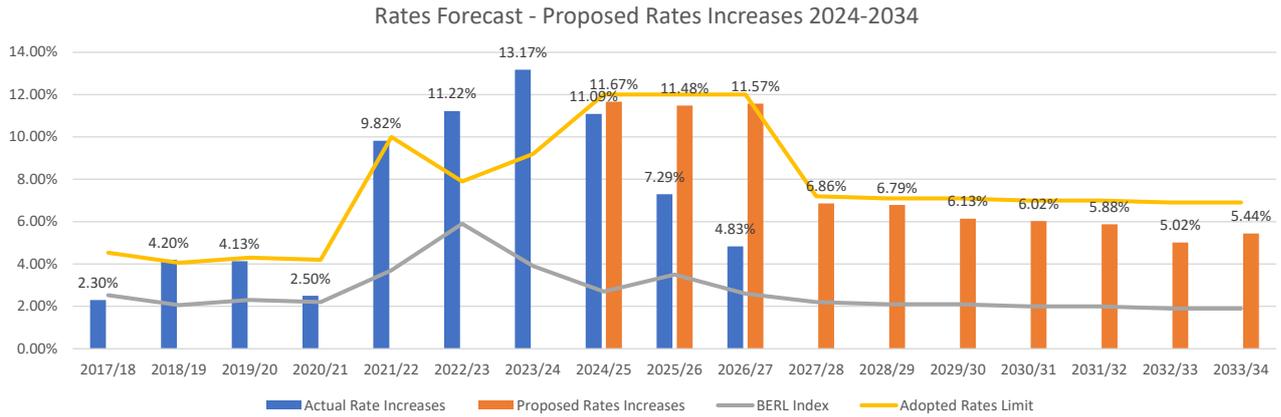
utilised are consistent with and contemplated by Council's Financial Strategy for 2024/2034.

5. Consultation with the Community

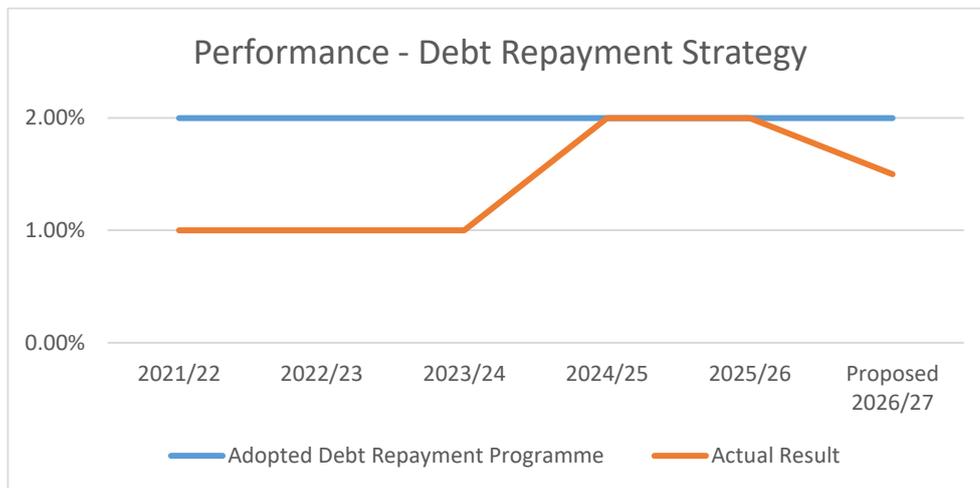
- 5.1 Section 95 of the Local Government Act 2002 contains provisions for when consultation is required prior to adoption of an Annual Plan. In this section it states that Consultation is required when the Annual Plan includes significant or material differences from what was set out in the Long Term Plan.
- 5.2 Officers have completed a significance assessment set out above. Officers have also assessed the materiality of the changes from the Long Term Plan and do not consider the threshold for materiality, has been met. Minor amendments have been made to the timing and costs of individual projects, which are outlined in the relevant activity sections of this Plan.
- 5.3 As a result, officer advice is that Council is not required to undertake formal consultation on this Annual Plan before adopting it, as it implements the Long Term Plan without significant or material changes.
- 5.4 Even if a formal submission or hearings process is not run, the community is still encouraged to share any ideas or feedback about Council services and policies. Any suggestions that involve changes to service levels or policy settings, will be considered as part of the early engagement and development of the upcoming Long Term Plan, which presents a real opportunity for the community to have its voice heard.
- 5.5 Alongside the early engagement for the 2027/2037 Long Term Plan a mock rates notice will be provided to all ratepayers. This will be sent alongside the fourth rates instalment scheduled for 1 May 2026.

6. Financial Strategy 2026/2027 Annual Plan review to 2024/2034 LTP

- 6.1 The 2024/2034 Financial Strategy set Council's planned approach to financial management over the next 10 years. As part of this strategy, Council identified five strategies it would follow, to enable the financial management required for the Long Term Plan. Response to how these strategies are being followed in year 3 of the Long Term Plan are as follows:
- 6.1.1 **Rates Limit:** Council agreed to increase the rates limits to a level that would allow Council to service the increased debt levels, fund the operational cost increase resulting from investment in infrastructure and growth projects and increase cost to meet service levels. Rates limit for year 2 was set at <12%, with a proposed increase of 11.84%, the proposed rates increase for this annual plan is 4.83%.

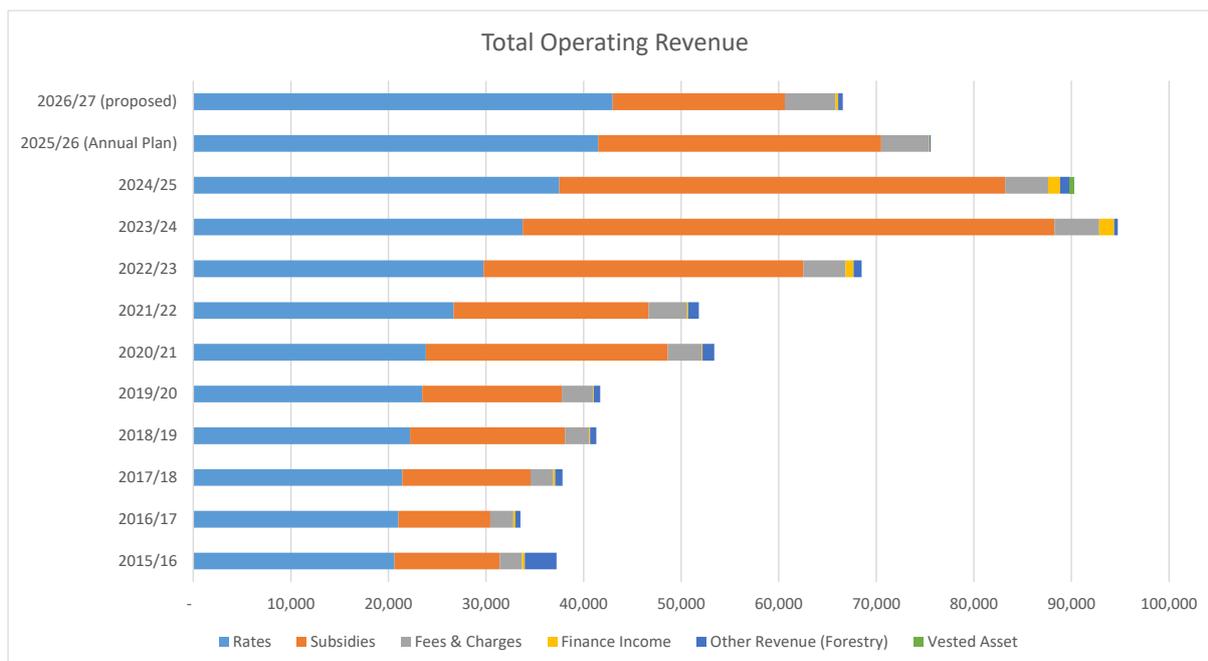


6.1.2 Dedicated Debt Repayment: Council agreed to continue with the dedicated debt repayment programme that was implemented in the 2021/2031 Long Term Plan, with a revision from 2% to 1.5% for the 2026/2027 Annual Plan.



6.1.3 Borrowing Limits: Council agreed to increase Council’s borrowing limits within the Long Term Plan, for the proposed 2026/2027 Annual Plan Council is within these limits.

6.1.4 Revenue Sources: Council agreed to continue its strategy of finding alternative sources of revenue to maximise external funding where possible. The table below shows the mix of Council’s funding sources:



6.1.5 **Balanced Budget:** Council agreed that it would meet the s100 Local Government Act (LGA) balanced budget requirement. In this annual plan Council has meet this requirement of being >100% at 100.17%.

7. Key changes between the Draft Annual Plan and the Long-Term Plan

7.1 Rates Distribution

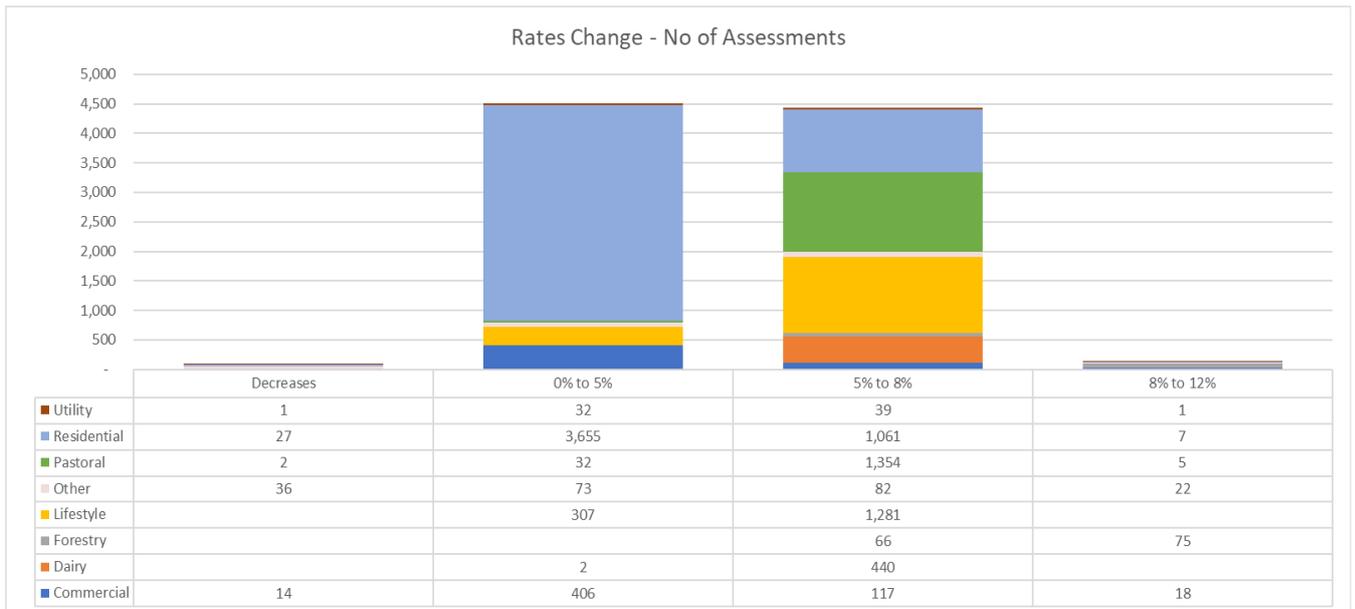
7.1.1 In the December 2025 workshop officers were asked to go away and come up with two options to reduce the proposed average rates increase further.

One option discussed was to marginally reduce the accelerated debt repayment and the other option was to further reduce depreciation funding for future forecasted years in the three water activities.

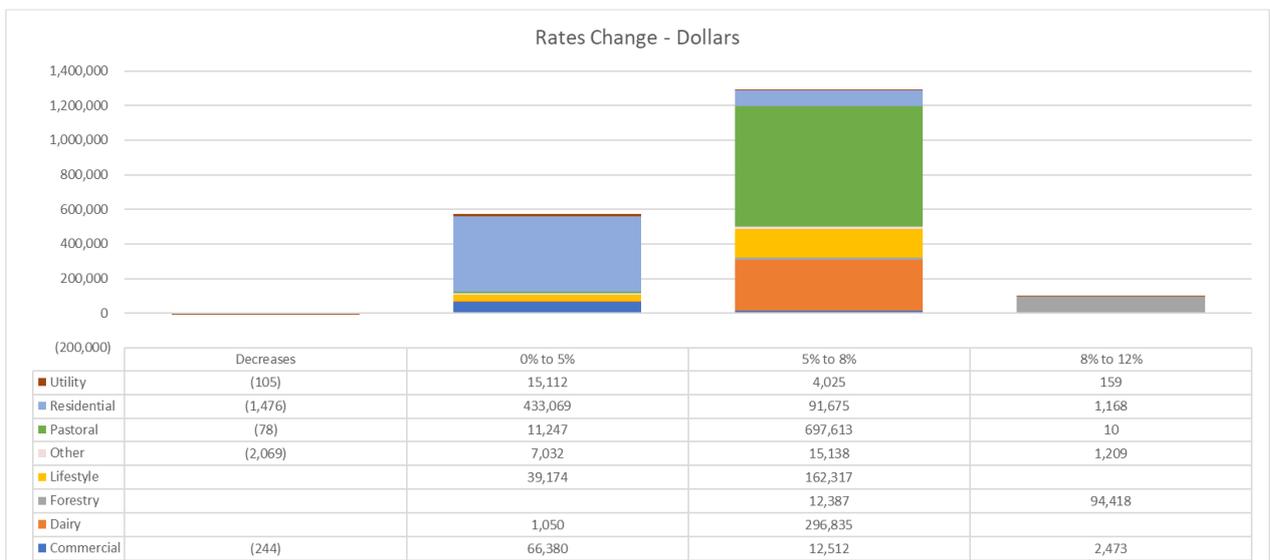
Below is the rates distribution for each option showing the rate change distribution as a percentage and in dollars.

7.1.2 Option 1 – reduced accelerated debt repayment to 1.5%

Rates change distribution in %

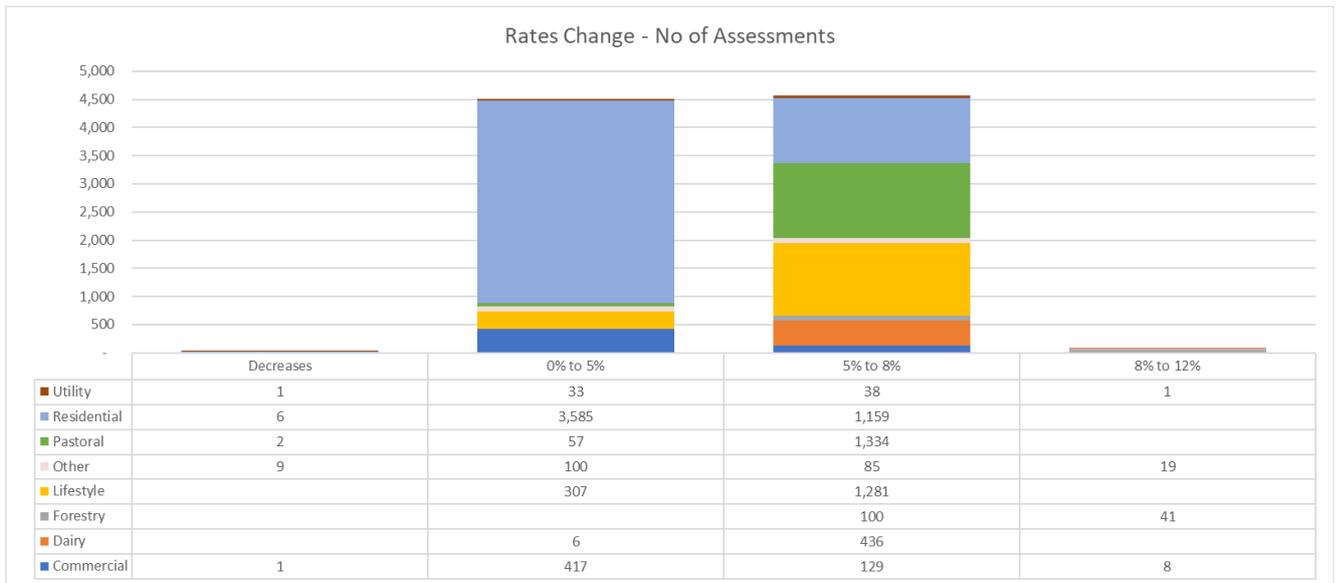


Rates change distribution in dollars

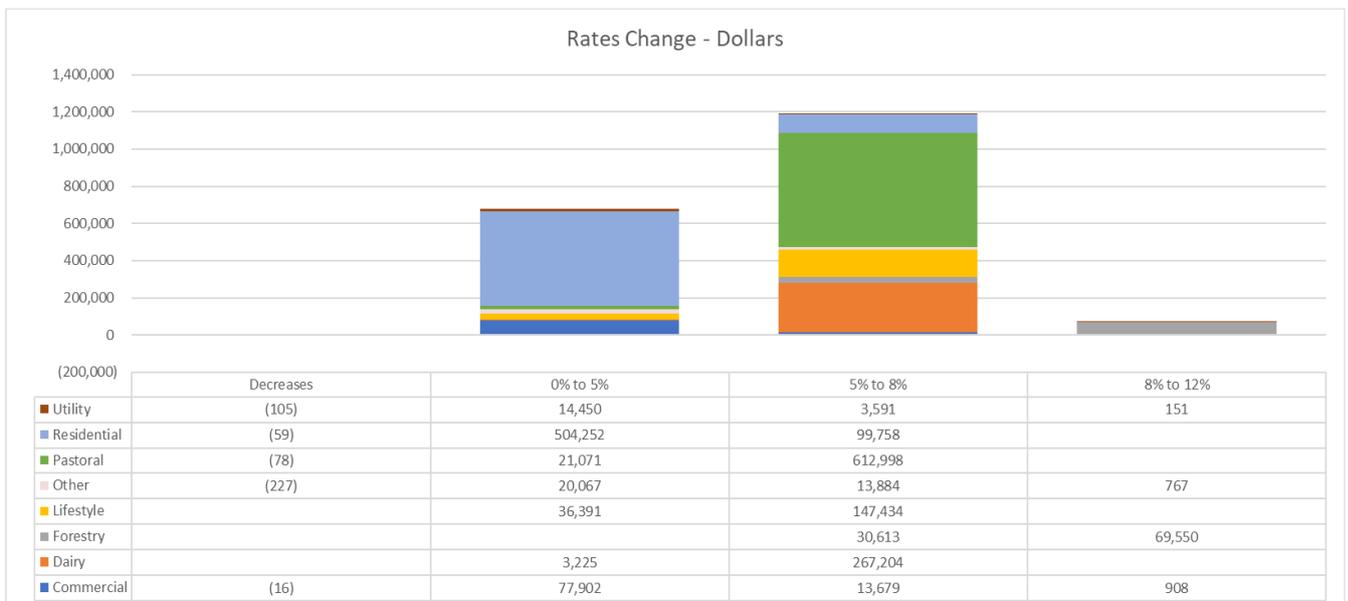


7.1.3 Option 2 – reduced depreciation funding in the three waters activities

Rates change distribution in %

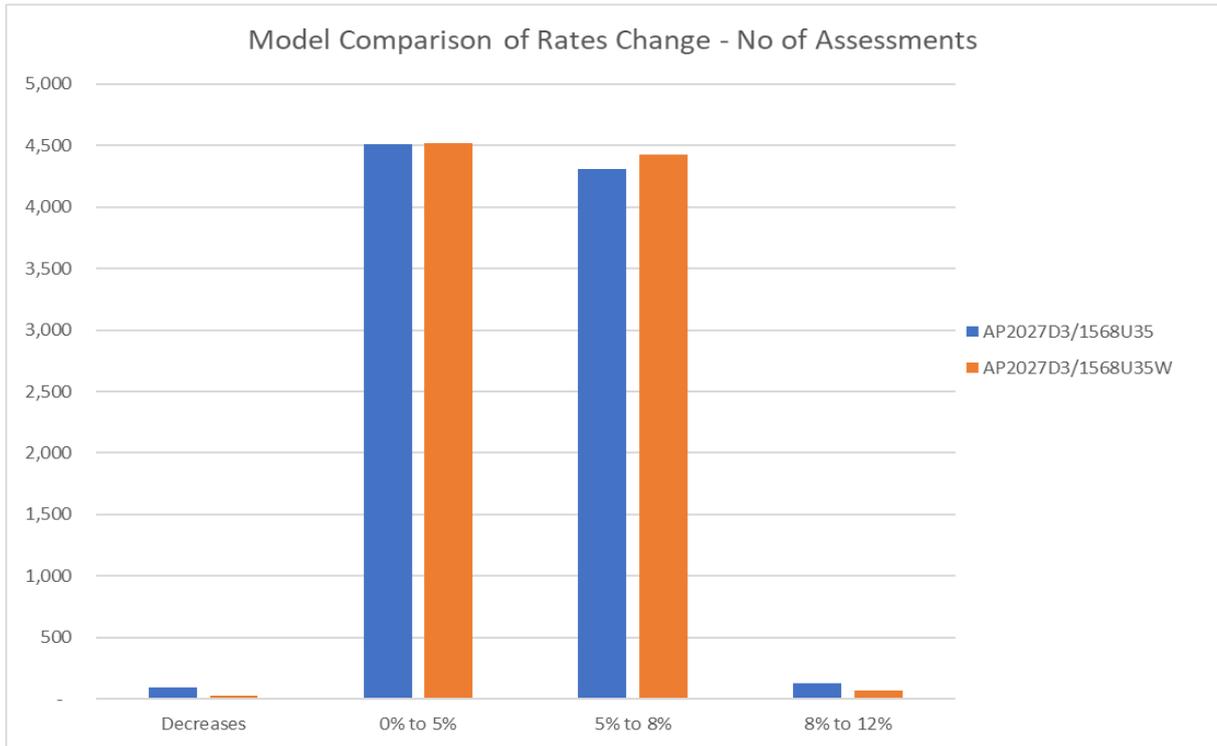


Rates change distribution in dollars

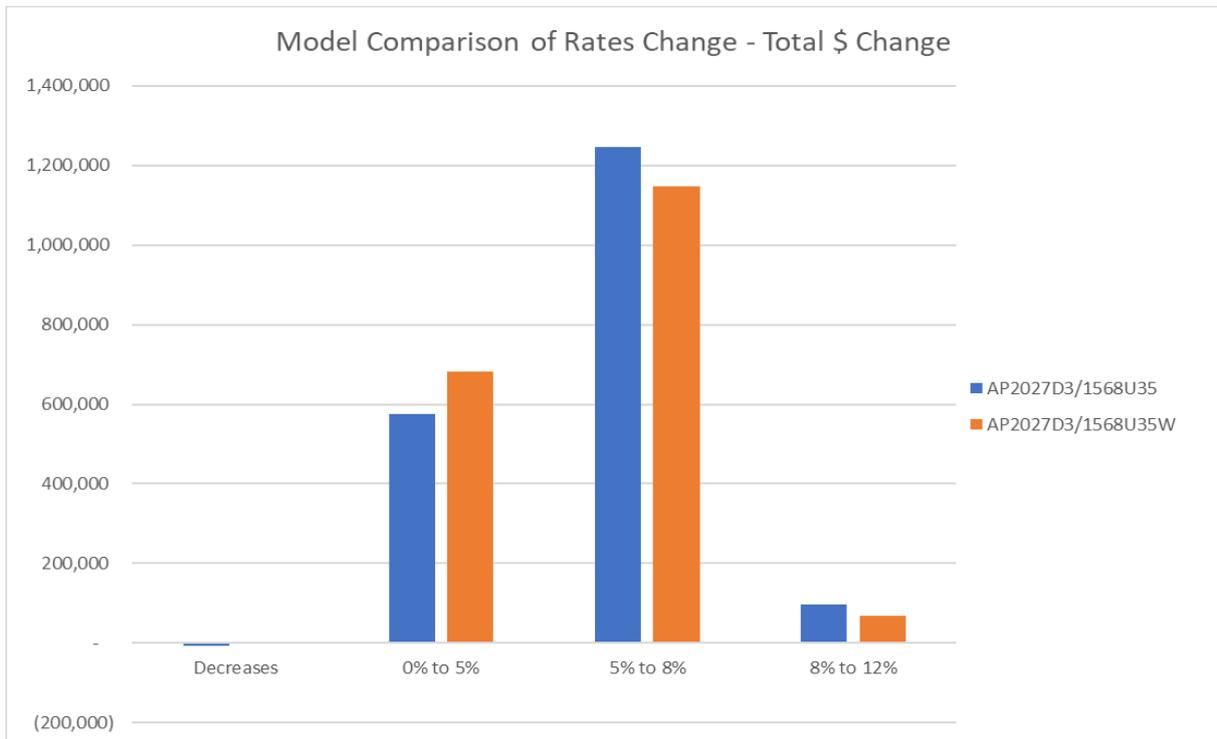


7.1.4 The below graphs show these two options side by side with blue being option 1 (reduction in accelerated debt repayment) and orange option 2 (reduced depreciation funding in three waters).

Rates change distribution in %



Rates change distribution in dollars



7.1.5 The graphs show that Option 1 produces the fewest outliers (particularly in the 0-5% range) and significantly tightens the rates distribution. Of the two options considered, officers recommend Option 1; the reduced accelerated debt repayment, as it provides the best overall average rate increase for the community. This option has been taken in the proposed Annual Plan

7.1.6 Officers have prepared a rates analysis to show the comparison between the impact of the rates increase on the different sectors between the current year and the proposed annual plan.

The table below shows an average percentage change of 4.7%, rather than the proposed average increase of 4.83%. This variance is due to the final process of the more detailed rating model software assessing each individual property based on the attributes recorded in the rating database at the time the model is run.

Changes such as property amalgamation, subdivisions, or newly connected services can affect individual assessments. The model recalculates the 2025/2026 rates using current property attributes and compares them with the rates payable in 2026/2027, which is reflected in the table.

	2027 Proposed	2026 Current	% Change	Ave \$ Change
Rural	24,113,093	22,762,579	5.9%	\$ 242
Urban	20,742,484	20,069,268	3.4%	\$ 133
Commercial	3,250,464	3,129,662	3.9%	\$ 167
Total	48,106,042	45,961,510	4.7%	\$ 165

7.2 Debt Repayment

7.2.1 As noted in paragraph 6.1.2 above

7.3 Capital Programme

7.3.1 Total capital expenditure is \$37 million compared to \$42 million in Year 3 of the Long Term Plan. Below is the summary of the capital projects by Group of Activities.

	LTP Year 3 2026/2027 \$000's	Annual Plan 2026/2027 \$000's	Variance \$000's
Summary of Capital Projects by Group of Activities			
Community & Economic Development	-	-	-
Community Facilities & Services	1,739	922	(817)
District	2,042	1,997	(46)
Environmental Management	333	358	25
Governance & Community Engagement	-	-	-
Regulatory Compliance	-	-	-
Stormwater	1,402	1,402	-
Wastewater	7,840	6,666	(1,068)
Water	8,153	12,454	4,301
Transportation	22,209	14,291	(7,918)
TOTAL	41,980	37,169	(4,706)

7.3.2 As can be seen in the table above the main activities for the reduction in budgets proposed compared to year 3 are Community Facilities & Services, Wastewater,

Water and Transportation. All changes are detailed in each activity section of the proposed annual plan under the variances to long term plan sections. The main items that have changed are as follows:

7.3.3 Community Facilities

- Carnegie Re-Design and Re-Development project budget has been deferred as the project is expected to be reassessed as part of the upcoming Long Term Plan.

7.3.4 Wastewater

- Deferral of wastewater treatment plant upgrades as a result of change in wastewater standards.
- Bringing forward of the Dannevirke wastewater treatment plant works predominantly the sewer siphon works from future years of the Long Term Plan.

7.3.5 Water

- Bringing forward of works required to the Pahiatua water main as a result of network failings occurring, this project has been brought forward from future years as well as intended to support future growth identified in the growth strategy.

All wastewater and water changes remain in line with the delivery of the Water Service Delivery Plan.

7.3.6 Transportation

- Budget previously included for Cyclone Gabrielle is no longer required (\$10.3 million), inclusion of budgets requested to NZTA for minor safety projects (resilience works) and adjustment to reduce the NZTA subsidised projects, as a result of funding confirmation not being received in time for the adoption of the 2024/2034 Long Term Plan.

7.4 Grants and Subsidies

7.4.1 Grants and subsidies revenue has decreased from year 3 of the Long Term Plan by \$8.1m in this annual plan. This comprises mainly a reduction in subsidy to be received from Cyclone Gabrielle Recovery project (\$10m) in the roading activity as a result in the decrease in this project's requirements after the completion of works scheduled in 2025/2026.

7.5 Operational Costs

7.5.1 This has decreased by \$527,000 from Year 3 in the Long Term Plan and by \$587,000 from the current year (2025/2026). This decrease has been driven by savings in unutilised contract costs, reduced costs directly resulting from reduced

estimated revenue ie waste management activity costs associated with disposing of less tonnage than had previously been budgeted.

7.6 **Funding of Depreciation Costs**

7.6.1 Depreciation costs have increased from year 3 budgets by \$598,000, and increased from current year budgets by \$2,391,000. This increase is made up of two items, an increase in depreciation costs – these are calculated as part of annual revaluations of Council’s infrastructure assets. This helps determine the correct level of depreciation required to rate to ensure reserve balances are maintained at an appropriate level to allow for assets to be renewed when they reach the end of their useful life. In the 2024/2025 financial year, a significant amount of capitalisation occurred in the roading activity which has been the prime driver for the increase in depreciation costs required in this 2026/2027 annual plan.

8. The second driver of the increase is the catch-up of depreciation unfunded in Year 1 of the Long Term Plan. Council has deferred some of this catch-up for Community Buildings, Stormwater, Wastewater, and Water activities. In light of the land rationalisation project, Council has funded depreciation at a level sufficient to deliver the planned renewal programme, avoiding the accumulation of reserves for assets that may not be retained.

8.1 **Personnel cost**

8.1.1 Personnel cost have increased by \$16,000 from year 3 budgets and from the previous year by \$244,000. The increase is due to anticipated market movements and change in staff resources.

8.2 **Finance cost**

8.2.1 Finance cost has decreased by \$423,000 from year 3 budgets and increased by \$884,000 compared to current year. The decrease compared to year 3 budgets is a result of actual debt held at the time of preparing the proposed annual plan. The increase from the current year is a result of increased borrowings and increase in interest rates from 4.20% to 4.00%.

8.3 **Utilisation of the General Purpose Reserve**

8.3.1 Council has a General Purpose Reserve, which was established to finance specific projects at Council’s discretion. The reserve is funded from the following sources:

- Proceeds from the sale or disposal of assets where a particular function is discontinued;
- Property sales;
- Insurance proceeds where buildings or property are damaged and not reinstated;
- Forestry proceeds not otherwise required for the ongoing operations and maintenance of the forest;

- Residual balances of existing reserves that have outlived their original purpose.

8.3.2 Included in the General Purpose Reserve balance held at 30 June 2025, totalling \$2.173 million, are funds received from the sale of Infracon. The Infracon sale component of this balance totals \$734,484.73.

8.3.3 In Year 3 of the Long Term Plan, Council was required to make a “catch-up” contribution to roading depreciation of \$950,000, resulting from rates smoothing applied in Year 1 of the Long Term Plan. This catch-up depreciation requirement equated to a rates increase of 2.38%, before any other changes.

8.3.4 Officers recommend that Council resolve to utilise \$750,000 from the General Purpose Reserve, fully exhausting the funds separately held from the sale of Infracon to offset the roading depreciation “catch-up” requirement.

9. Financial Strategy Limits and Revenue and Financing Compliance

9.1 Financial Prudence Benchmarks

9.1.1 The table below displays Council’s planned limit as per the Annual Plan 2026/2027 against its Quantified Maximum limits set in the Financial Strategy.

	Quantified Maximum Limit	Planned Limit	Met
Rates affordability benchmark			
Increases in accordance with financial strategy	12%	356%	
Actual Increases	11.84%	4.83%	
Debt Affordability			
Net Debt as a percentage of total revenue	175%	143.25%	
Net interest as a percentage of total revenue	10%	5.76%	
Net interest as a percentage of annual rates income (debt secured under debenture)	15%	8.95%	
Liquidity (External term debt + committed loan facilities + available liquid investments to existing external debt)	> 110%	124.76%	
Balanced Budget Benchmark	> 100%	100.17%	
Essential Services Benchmark	> 100%	222%	
Debt Servicing Benchmark	< 10%	6.34%	

9.1.2 Council complies with the rates limits set in the Financial Strategy.

9.1.3 Council complies with all of the debt limits set in the Financial Strategy. The debt limit with the least headroom is liquidity. However, this was expected in the Financial Strategy. If an unplanned event occurred (such as a major earthquake) Council has options to increase its liquidity either through a larger standby loan facility, or re-prioritising planned projects if required.

9.2 See the discussion on the Balanced Budget benchmark in section 11.

10. Revenue and Financing Policy

10.1 Council has set funding limits by way of the Revenue and Financing Policy in the 2024/2034 Long Term Plan. Where Council does not comply with these limits, it must formally approve those that fall outside the policy limits. Below is the table of all activities and their compliance within Council's Revenue and Financing Policy limits:

Revenue & Financing Policy

	Policy Maximum	Actual
Thriving District		
Community & Economic Development		
Community Development	100.0%	72.6%
Economic Development	100.0%	99.5%
Improving Our Environment		
Environmental Management		
District Planning	70.0%	69.6%
Emergency Management	100.0%	100.0%
Waste Management	88.3%	60.2%
Recycling	100.0%	100.0%
Refuse	0.0%	0.0%
Transfer Station	80.0%	32.1%
Stormwater	100.0%	99.8%
Wastewater	100.0%	96.2%
Water Supplies	100.0%	81.3%
Connected Communities		
Community Facilities & Services		
Animal Management	15.0%	17.1%
Cemeteries	75.0%	74.8%
Community Buildings	95.0%	94.3%
Libraries	100.0%	99.1%
Parks & Reserves	95.0%	78.7%
Pensioner Housing	0.0%	0.0%
Public Conveniences	100.0%	100.0%
Swimming Pools	100.0%	86.5%
Regulatory Compliance		
Building Compliance	55.0%	56.5%
Compliance & Monitoring	90.0%	84.0%
Transportation		
Footpaths	72.9%	77.3%
Footpaths	25.0%	37.3%
Town Centre Refurbishments	100.0%	100.0%
Roading	35.0%	31.3%
Interactive Council		
Governance & Community Engagement		
Communications	100.0%	100.0%
Customer Services	100.0%	100.0%
Democracy	100.0%	100.0%
District & Treasury		
District & Treasury	100.0%	84.2%

Note: Total revenue includes capital subsidies

10.2 Three activities are not currently compliant with the funding splits as follows:

- Animal Management – similar to the previous year, officers have worked hard to bring this activity to within an 80 / 20 split which is in line with other Councils. To bring this activity into an 85 / 15 split would mean Council would need to increase its fees and charges by \$16,000. We are not recommending any change at this time. We will continue to monitor the activity’s performance over the next twelve months.
- Building Compliance – Although this activity is currently bordering on non-compliance, the fee structure operates on a cost-recovery/user-pays basis. Given the unpredictable nature of this activity, and a history of over-budgeting revenue, officers have taken a prudent approach to the number of consents included in the revenue budget. There is potential for additional revenue to be generated throughout the financial year that will likely bring this activity into compliance. To be within policy limits, a further \$27,000 in fees and charges would need to be generated.
- Footpaths – as signalled in the Long Term Plan, short term depreciation funding is increased in anticipation of future growth and cost escalation. The reserves will increase by an additional \$2m by year 10 of this Long Term Plan.

11. Balanced Budget Requirement

11.1 Section 100(2) of the LGA allows for Council to set projected operating revenue at a different level from operating expenses if the local authority resolves that it is financially prudent to do so.

11.2 Council is required to take into account achieving and maintaining level of service provision, maintenance of assets and facilities and the equitable allocation of funding the provision and maintenance of assets and facilities, when setting an unbalanced budget.

11.3 Council has met the balanced budget requirement.

12. Fees and Charges

12.1 All fees and charges where applicable to do so have had an inflationary adjustment applied of 2.6%. This inflationary adjustment is the Local Government Cost Indexes.

12.1.1 Where an adjustment has not been made:

- Water volumetric charges above the minimum quarterly charge have historically increased in line with operational costs. Due to a slight reduction in operational costs in this Annual Plan, no increase is proposed for 2026/2027.

- Pensioner housing portfolio as discussed in the Performance and Monitoring Committee.
- 12.2 For all fees which had a larger increase than inflation this has been a result of work completed to ensure cost recovery/user pays basis.
13. A small number of new fees have been introduced, most of which align with statutory fees prescribed under legislation. New fees have also been introduced for; cleaning of Council facilities where cleaning is required outside contracted cleaning arrangements or following booked events; and other minor fees. Any new fee is identified in the current fee column as a new fee.
14. All proposed changes to fees and charges have been assessed by officers as non-material and not significant enough to warrant public consultation.

15. Conclusion

- 15.1 The proposed Annual Plan 2026/2027 has been prepared in accordance with the Local Government Act 2002 and gives effect to Year 3 of the 2024/2034 Long Term Plan. The Plan does not introduce any significant or material changes to service levels and remains consistent with the strategic direction previously consulted on with the community.
- 15.2 Officers have focused on affordability and financial prudence, resulting in a proposed average rates increase of 4.83%, materially lower than forecast in the Long Term Plan. Council remains compliant with its Financial Strategy limits, Revenue and Financing Policy, and the balanced budget requirements of the Act.
- 15.3 As the Annual Plan implements the Long Term Plan without significant or material variation, formal public consultation is not required.

Attachments

Nil.



Report

Date : 18 March 2026
To : Mayor and Councillors
Tararua District Council
From : Jessica Smith
General Counsel
Subject : **Adoption of Significance and Engagement Policy**
Item No : **10.3**

1. Recommendation

- 1.1 *That the report from the General Counsel dated 09 March 2026 concerning the Adoption of Significance and Engagement Policy be received.*
- 1.2 *That Council notes the Significance and Engagement Policy has been reviewed and no changes are proposed.*
- 1.3 *That the Significance and Engagement Policy be adopted.*
- 1.4 *That the Chief Executive be delegated authority to approve any final edits to the Significance and Engagement Policy before publication.*
- 1.5 *That a further review of the Significance and Engagement Policy is completed in 2027 following the introduction of pending legislative reform.*

Executive Summary

Council is required to adopt a Significance and Engagement Policy to set out those matters, issues and decisions that are considered significant and how and when it will engage with its community before significant decisions are made.

Council's current policy was adopted in 2024 as part of the Long-Term Plan 2024-2034, following a review. The policy states it is required to be reviewed at least every three years.

Officers completed a further review of the policy ahead of the Long-Term Plan 2027-2037 early engagement process and presented the findings of that review to Council as part of the Long-Term Plan Workshop on 18 February 2026. At the Workshop, officers sought direction from Council as to whether the policy remained fit for purpose or whether changes were required. Based on the direction received from Council at the Workshop, the 2024 policy is presented for adoption with no proposed changes to its content or form.

2. Reason for the Report

- 2.1 To present the Significance and Engagement Policy to Council for adoption following its review and discussion at the Long-Term Plan Workshop on 18 February 2026.
- 2.2 To recommend a further review of the Significance and Engagement Policy is completed in 2027 outside of the Long-Term Plan cycle to ensure compliance and alignment with any new legislative requirements.

3. Background

- 3.1 Under section 76AA of the Local Government Act 2002, Council is required to adopt a Significance and Engagement Policy to set out the degree of significance attached to particular issues, proposals, assets, decisions and activities, and to provide clarity about how and when communities can expect to be engaged about different issues, assets or other matters, including the extent of any public engagement expected before a particular decision is made, and the form or type of engagement required.
- 3.2 It is good practice to review these policies regularly to ensure they are fit for purpose and reflect their communities and practices. Council's existing policy states that it will be reviewed at a minimum of every three years, during the first six months of the new triennium, or as required by any legislative changes or other reason.
- 3.3 Council generally reviews this policy as part of its Long-Term Plan process, in the first year of the triennium following local government elections. This allows decisions on engagement through the Long-Term Plan process to be assessed against Council's most recent Significance and Engagement Policy.
- 3.4 The existing policy was adopted in 2024, following a review as part of the Long-Term Plan 2024-2034. The review did not propose any changes to Council's Strategic Assets, or how Council engages, but proposed the addition of a decision tree in the policy, and a statement about Council's commitment to engagement with Iwi and Māori. As a result of the review these changes were made following engagement with the community through the Draft Long-Term Plan.
- 3.5 As required, officers again reviewed the policy internally in January 2026.
- 3.6 At the Long-Term Plan Workshop on 18 February 2026, officers presented the findings of their review of the policy.

- 3.7 Direction was sought in that workshop as to whether the existing policy required updating now, or whether Council would be better placed to review the Significance and Engagement Policy in 12 to 18 months, once the pending reform legislation had been introduced and Council's water assets transferred to the Wairarapa Tararua Water Company. A management recommendation was made that the existing policy be adopted unchanged ahead of the Long-Term Plan process.
- 3.8 It is recommended that the Significance and Engagement Policy is adopted in its current form. Minor edits will be required to update the Policy dates and review schedule, and it is recommended that authority is delegated to the Chief Executive to approve these minor edits.

4. Description

- 4.1 The legislative requirement to adopt a Significance and Engagement Policy is found in the Local Government Act 2002 at section 76AA.
- 4.2 Each triennium Council reviews its Significance and Engagement Policy. If changes are proposed, engagement with the community is required before those changes are made.
- 4.3 Last triennium, Council reviewed its Significance and Engagement Policy and proposed some targeted changes after engaging across the organisation. These changes were then adopted following engagement with the community through the draft Long-Term Plan process.
- 4.4 An internal review was completed in January 2026, with the specific lens of whether any changes were required to Council's engagement processes, Council's strategic assets, and to assess compliance and alignment with any changing legislative requirements.
- 4.5 Following the review, a Long-Term Plan Workshop was held on 18 February 2026, at which the Significance and Engagement Policy was presented with management's assessment of the outcomes of the policy review. No changes were recommended by management. Elected members did not require any specific changes to the policy.
- 4.6 Local government reforms were discussed, including current government proposals for rates capping, Simplifying Local Government, and the Local Government (System Improvements) Bill. Also discussed was the pending transfer of Council's three waters assets to Wairarapa Tararua Water Limited as part of Local Water Done Well.
- 4.7 A management recommendation was made that the policy be adopted as is for another year, with a review focussed on legislative compliance and alignment undertaken once the remainder of the Local Government reform legislation had taken shape.

4.8 Additionally, it was noted that the transfer of assets to Wairarapa Tararua Water Limited would occur by 1 July 2027, at which time Council may need to review the “Strategic Assets” section of the Significance and Engagement Policy, which currently lists Council’s Drinking Water, Stormwater and Wastewater networks each as strategic assets. This review could be undertaken following Long Term Plan level of service and priority discussions.

5. Significance Assessment

5.1 As no changes are proposed to Council’s Significance and Engagement Policy following the required review, this decision is not considered significant when assessed against the criteria of the policy and can be made without engagement with the community.

6. Options

6.1 Council has the following options available to it:

6.1.1 Adopt the policy and schedule a further review in one year;

6.1.2 Choose not to adopt the policy and recommend changes to be made;

7. Assessment of Options

7.1 Following review of the policy, and the discussion and direction provided by Council at the Long-Term Plan Workshop on 18 February 2026, it is recommended that the Council readopt the Significance and Engagement Policy without changes. It is also recommended that a review is scheduled to ensure the policy remains compliant and fit for purpose in a year’s time once the local government reform legislation has taken its final form.

7.2 There is a risk that further changes will be required whichever approach is taken, once assets are transferred to the Council-Controlled Wairarapa Tararua Water Limited, and local government reform takes shape.

8. Consultation

8.1 No consultation or engagement is required for this decision as no changes are proposed to the existing policy, which has previously been engaged on with the community.

9. Conclusion

9.1 It is recommended that the Council adopts the Significance and Engagement Policy unchanged and completes a review of the policy outside of the Long-Term Plan cycle. This will allow Council to continue to assess early engagement items against the current policy and avoids the requirement to engage on the policy itself until real change is proposed.

Attachments

1 [↓](#). Attachment - Significance-and-Engagement-Policy-2024



Significance and Engagement Policy

**He Kaupapa Here Hiranga,
Whai Waahitanga**





CONTENTS

5	Significance and Engagement Policy
6	Part A
6	Purpose
6	Context
7	Determining Significance
8	Strategic Assets
9	When Council May Not Consult or Engage
9	Policy Review
10	Part B
10	Procedures and Guidelines
14	Appendix 1
	Community Engagement Toolbox and Principles
16	Appendix 2
	Definitions
18	Appendix 3
	Process for determining when to engage





Significance and Engagement Policy

Council is empowered to consider and make decisions on a wide range of matters on behalf of our communities. Whether these decisions are considered significant, depends in part on how they will impact our communities.

This policy sets out those decisions and activities which Council and its communities consider to be significant and how our communities can expect to be engaged with and to participate in Council's decision making.



Part A

Purpose

1. To provide guidance for Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions and activities.
2. To provide clarity about how and when communities can expect to be engaged in decisions made by Council.
3. To inform Council from the beginning of a decision making process about the extent of any public engagement that is expected before a particular decision is made, and the form and type of engagement required.
4. To enable Council to operate in a way that meets the needs of local communities, sector good practice and the intent of the Local Government Act 2002.

Context

5. Under section 76AA of the Local Government Act 2002, councils are required to develop a Significance and Engagement Policy to consider and plan for how they will engage with their communities on significant matters.
6. A Significance and Engagement Policy is the tool that Council uses to let its communities know:
 - what decisions or matters the Council and the community consider particularly important,
 - how the Council will go about assessing the significance of matters, and
 - how and when the community can expect to be consulted on both significant and other matters.



Determining Significance

7. The range of issues requiring decisions by Council is very wide, and Council's ability to consider individual views on every decision, is frequently very limited. Council will use the table below to consider how many of the specific thresholds are met, as to whether the potential decision requires a higher level of specific community engagement.
8. In determining the degree of significance of any issues, proposals, assets, decisions, or activities, Council will assess and consider the following criteria and measures:

Criteria	Measure
The degree to which the issue/decision affects the district	Has a substantial tangible impact on the whole District based on changes to services levels or the manner in which revenue is to be obtained.
The degree to which the issue / decision affects the level of service of a significant activity	A significant multi-year change in the levels of service at an activity level.
The degree to which the issue/decision results in a failure to adhere to legislation.	All overarching legislative requirements are considered when evaluating the issue/decision
The impact on the ability of future Councils to reverse the decision, where financial or legislative agreements permit	Future Councils will be committed to long-term (>5 year) contract costs (>5% of Council operational costs), without the ability to periodically consider viable alternatives.
The degree to which the issue / decision has a new financial impact on Council or the rating levels of its communities	Impact on rates is not within the Financial Strategy limit (BERL plus or minus 2% in one year).
The degree to which a decision or action would require a change in an underlying strategic policy	The decision represents a new strategic direction for Council.
The level of district interest in the decision	A decision or proposal on a matter where the majority of a community expresses considerable interest or the community is deeply divided.

9. The degree of importance attached to each criterion and measure will be considered on the merits of each decision. If an issue meets two or more of the above criteria, the matter is more likely to be considered significant, requiring a higher level of community engagement.



Strategic Assets

10. For the purpose of this Policy, the Council considers its network and other large assets as completely single assets because it is the asset class as a whole that delivers the service.
11. Listed below are the assets that Council considers to be strategic. Council needs to retain these assets to maintain its capacity to achieve or promote outcomes that it determines to be important to the well-being of the community.
 - The roading network.
 - Wastewater reticulation and treatment network.
 - Water supply reticulation and treatment network.
 - Pensioner housing.
 - Storm water collection and disposal network.
 - The total of the land designated as reserves under the Reserves Act 1977.
12. Decisions on transferring the ownership or control of strategic assets require the use of the Special Consultative Procedure under the Local Government Act 2002 and are not covered by this Policy.
13. The Council would not necessarily undertake specific engagement for decisions that relate to changes to a part of a strategic asset, unless that part would have a tangible and significant effect on the level of service being sought and provided to the community.
14. In emergency situations physical alterations to strategic assets may be required without formal consultation to:
 - prevent an immediate hazardous situation arising; or
 - repair an asset to ensure public health and safety.



When Council May Not Consult or Engage

15. The size and scale of any decision includes the longer-term consequences, not just the immediate impacts. Some decisions made by Council are bound by other legislation or processes that can restrict the ability of Council to select a flexible process with the community.
 - Procurement and tendering processes in accordance with agreed Council Policies.
 - Compliance with standards set by National Policy Statements.
 - Any decisions that are made by delegation/ sub-delegation to officer, except where
16. There are times when Council will not normally consult with the community because the issue is routine, operational or because there is an emergency. The Council will not engage on:
 - the Council specifically requires separate consultation.
 - Any matter where the costs of consultation outweigh the expected benefits of any consultation process or procedure.
 - An issue where Council already has a good understanding of the views of the persons, community or communities likely to be affected by or interested in the matter.
 - A matter that Council has specifically consulted on in the last 24 months where there has been no material change to the issue over this period.
 - Emergency management activities, during a state of emergency.
 - Decisions that have to be made urgently where it is not reasonably practicable to consult.
 - Decisions to act where it is necessary to comply with the law.
 - Decisions that are confidential or commercially sensitive as prescribed under the Local Government Official Information and Meetings Act 1987.
 - Organisational decisions (such as staff changes and operational matters) that have been delegated to the Chief Executive or staff to deliver in accordance with Council policies. This includes decisions with regard to delivery of regulatory and enforcement activities as required by legislation or existing Council policy.

Policy Review

17. This policy will be reviewed at a minimum of every three years during the first six months of the new triennium, or as required by any legislative changes or other reason.
18. Changes to this policy do not have to be made through the Special Consultative Procedure and can be made by Council resolution.



Part B

Procedures and Guidelines

When Considering Significance

1. In considering the degree of significance of every issue requiring a decision, Council will be guided by the following:
 - The potential effect on delivering Council's vision and strategic goals.
 - The potential impact on the current and future well-being of the Tararua district.
 - Whether the proposal or decision will affect a large portion of the community.
 - How the decision aligns with historical Council decisions.
 - The impact on Te Ao Māori me ona Tikanga (Māori world views, values and customary practises).
 - The level of community interest in the decision and whether community views on the issue are already known.
 - The impact on the scale and cost of services delivered by the Council.
2. On every issue requiring a decision, Council will consider the degree of significance and the corresponding level of engagement (unless a special consultative procedure is required by legislation) including how and when communities can expect to engage.
3. In general, the more significant an issue, the greater the need for community engagement.

4. Council will make available background information on the options available relative to the issue, including previous reports and background documents that are not confidential. The level of information and the assessment of options will reflect the significance of the decision, the interest and involvement of the community and Sections 76-79 of the Local Government Act 2002.
5. Significance and engagement will be considered in the early stages of a proposal before decision making occurs and, if necessary, reconsidered as the proposal develops.
6. Differing levels of engagement may be required during the varying phases of decision-making on an issue, and for different stakeholders.
7. Memoranda of Partnership, Memoranda of Understanding or any other similar high-level agreements will be considered as a starting point when engaging with Māori and the community in general.

Engagement with Iwi and Māori

8. Māori have a unique relationship with councils through the Treaty of Waitangi (Te Tiriti ō Waitangi) and supporting legislation. This relationship is reflected in the principles and requirements of the Local Government Act 2002 to ensure participation by Māori in local authority decision-making processes.





9. Council has duties, obligations and commitments to Māori and our iwi partners. In the Tararua District, our relationships with our iwi partners are informed by Treaty settlement legislation and our Memoranda of Partnership.
10. These commitments guide our decision-making including on matters of significance, and our engagement approach.
11. To meet our duties, obligations and commitments, Council will:
- Protect Māori rights and interests within the Tararua District;
 - Give effect to Te Tiriti principles;
 - Enable Māori and iwi participation in Council's significant decision-making processes;
 - Recognise Māori values and perspectives;
 - Contribute to building capacity for Māori to participate in decision-making;
 - Work in partnership with iwi to give effect to Treaty settlement legislation and any provisions that result from this.
12. In addition to meeting our statutory requirements, we aspire to give effect to the principles of meaningful partnership in working with Māori and iwi, as they are best placed to express and advocate for their aspirations, interests and values. Council has developed the Iwi and Māori Participation in Council Decision Making Policy, which ensures uniformity across the Council in actioning specific principles and requirements that facilitate participation by iwi and Māori in Council decision making.
- (Appendix 1) as a guide for engagement planning. This will provide a consistent but flexible process to guide Council on how and when communities can be engaged in decision making.
15. Council will choose the form of consultation that best suits the community affected and the decision being made. While this will vary between specific issues, assets, or other matters, Council has a preference for:
- Direct communication with the most affected parties;
 - The use of digital media including websites, social media and e-mail based surveys;
 - Background information through local newspapers;
 - Written and oral submissions;
 - Inclusive planning sessions open to the public;
 - Formal public meetings only if requested by affected communities or required by legislation.
16. Council will select the exact method that it considers appropriate after considering criteria or circumstances such as:
- who is affected by, interested in, or likely to have a view on the issue, , who else might be affected by the issue or is likely to submit;
 - the significance of the matter, both to Council and to those who are or may be interested in or affected by the issue;
 - the community's preferences for engagement;
 - what information already exists on community views on the proposal or decision and the circumstances in which that information was gathered (for example when was the information gathered, what changes in circumstances have there been since that time).
17. Council will cater for sign language and Te Reo Māori interaction but will require reasonable advance notice (at least one week) in order to organise a translator and forum convenient to all parties.
18. Council will normally respond to written/oral submissions in formal hearing processes. In other processes involving large numbers of resident input, the Council response will be more general themes-based feedback through local newspapers, local newsletters, Council's social media or the Council website.
13. When any issue is determined as having a high degree of significance:
- The issue will be considered by Council.
 - The report to Council will include an assessment of the degree of significance of the issue, how Council has given effect to the Policy on Iwi and Māori Participation in Council Decision-Making and a recommendation on the engagement proposed.
14. Council will apply the principles of consultation (section 82 of the Local Government Act 2002) and consider the options stated in the Community Engagement Toolbox

When and How to Engage



The following table provides an example of the different levels of engagement that might be considered appropriate, the types of tools associated with each level and the timing generally associated with these types of decisions/levels of engagement. The following table is not a definitive list of available engagement techniques. Other techniques may also be used in addition to those listed below.

Level	Council decides	Council seeks opinions
What does it involve	One-way communication providing balanced and objective information to assist understanding about something that is going to happen or has happened.	Two-way communications designed to obtain public feedback about ideas on rationale, alternatives and proposals to inform decision making.
Types of issues that we might use this for	Water restrictions Procurement of goods and services Maintenance and renewals of existing Council assets Restricted fire season	Dog Control Policy Playground equipment design Combined service centre / libraries Local Alcohol Policy Gambling Policy Speed Limits Bylaw Footpath priority list Dannevirke wastewater treatment Dannevirke impounded water supply
Tools Council might use	Websites Information flyer Public notices Council Reports Council Social Media	Formal submissions and hearings, focus groups, surveys
When the community can expect to be involved	Council would generally advise the community once a decision is made	Council would advise the community once a draft decision is made and would generally provide the community with up to 4 weeks to participate and respond



Discussion and Involvement	Partnership	Residents Decide
Participatory process designed to help identify issues and views to ensure that concerns and aspirations are understood and considered prior to decision-making.	Working together to develop understanding of all issues and interests to work out alternatives and identify preferred solutions.	The final decision making is in the hands of the public.
<p>Rates Review</p> <p>Reserve Management Plan</p> <p>Mainstreet upgrades</p> <p>Swimming pool upgrades</p> <p>Coastal erosion</p> <p>Earthquake prone public buildings</p> <p>Long Term Plans and Annual Plans</p>	<p>Manawatū River Leaders Accord</p> <p>Community Response plans under Civil Defence and Emergency Management</p> <p>Issues of importance to Iwi or Māori</p>	Election voting systems (MMP, STV or first past the post)
<p>Workshops</p> <p>Focus groups</p> <p>Citizens Panel</p> <p>Community Boards and Committees</p>	<p>External working groups (involving community experts)</p> <p>Community Boards and Committees</p>	<p>Binding referendum</p> <p>Local body elections</p>
Council would generally provide the community with a greater lead in time to allow them time to be involved in the process.	Council would generally involve the community and iwi at the start to scope the issue, again after information has been collected and again when options are being considered.	Council would generally provide the community with a greater lead in time to allow them time to be involved in the process, e.g., typically a month or more.



Appendix 1

Community Engagement Toolbox and Principles

Decision Making

Community engagement is part of a good decision-making process. The extent of engagement required is relative to the significance of the decision being made.

It is important to identify how results will be used and who the decision makers are before beginning an engagement process. This will help to set community expectations at the beginning of the process.

In developing engagement plans for each issue requiring a decision, the following things should be considered:

- Engagement objectives - the feedback that is sought from communities;
- Timeframe and completion date;
- Communities to be engaged with;
- Engagement tools and techniques to be used;
- Resources needed to complete the engagement;
- Communication planning needed;
- Basis of assessment and feedback to the communities involved.

For most routine decisions, the Council already has a good understanding of the views of the community. This is supported by the local knowledge of the elected members, regular customer surveys and service requests. In these cases, it may not be cost effective or timely for Council to carry out consultation or engagement. In other cases, Council has already consulted and prepared plans and strategies that guide the future provision of assets and changes to levels of service. These plans include Asset Management Plans and Reserve Management Plans.

Cost Benefit Analysis

Community engagement occurs across a spectrum at differing levels. As you move from providing information to full community engagement, Council must balance the benefits of community input against the time and cost of achieving this.

Council does not always have control over decision making timeframes, and the costs must be in proportion to the issue being addressed.

However, Council recognises that the costs of poor decisions can be very high over time.

Engagement Tools and Techniques

Over the time of decision making, Council may use a variety of engagement tools and techniques on any issue or proposal based on a range of other factors, including history and public awareness of the issue, stakeholder involvement, and timing related to other events and budgets. Council will also take into consideration that the community can feel “over consulted”. Each situation will be assessed on a case-by-case basis.

Council will have regard to -

- the extent to which the current views and preferences of persons who will or may be affected by, or have an interest in, the decision or matter are known; and
- the nature and significance of the decision or matter, including its likely impact from the perspective of the persons who will or may be affected by, or have an interest in, the decision or matter; and



- the provisions of Part 1 of the Local Government Official Information and Meetings Act 1987 (which, among other things, sets out the circumstances in which there is good reason for withholding local authority information); and
- the costs and benefits of any consultation process or procedure.

Which Tool(s) to Use and When?

There are a range of situations where engagement is necessary or desirable and a wide selection of approaches to choose from for any given situation. Each situation, therefore, needs to be assessed according to both the issue and the phase of decision making and the individual circumstances it presents.

It will not always be appropriate or practicable to conduct processes at the participatory end of the consultation continuum. Many minor issues will not warrant a participatory approach and constraints of time and money will limit what is possible on some occasions.

It should also be remembered that even in situations where there is plenty of opportunity to gain community input, it may not be possible to have significant control over what is done with the results. There are a number of government legislative and regional council policies that can influence, or in some cases limit, the options for Council decisions.

Information Requirements when Consulting with the Community

There are some legal minimum requirements for Council that are set out in the Local Government Act 2002 (Section 82a(2)). This includes the following specific issues requiring decisions:

- Adopting or amendment to the annual plan if required under Section 95 of the Local Government Act 2002;
- Transferring responsibilities to another local authority under Section 17 of the Local Government Act 2002;
- Establishing or becoming a shareholder in a council-controlled organisation;

- Adopting or amending a revenue and financing policy, development contributions policy, financial contributions policy, rates remission policy, rates postponement policy, or a policy on the remission or postponement of rates on Māori freehold land.

For such consultation, Council will develop information fulfilling the requirements of Section 82a of the Local Government Act 2002, and will make this available to the public, allow written submissions for a period of up to four weeks, and will consider all submissions prior to making decisions.

The local authority must, for the purposes of Section 82 (1)(a) and (c), make the following publicly available:

- (a) the proposal and the reasons for the proposal; and
- (b) an analysis of the reasonably practicable options, including the proposal, identified under section 77(1); and
- (c) if a plan or policy or similar document is proposed to be adopted, a draft of the proposed plan, policy, or other document; and
- (d) if a plan or policy or similar document is proposed to be amended, details of the proposed changes to the plan, policy, or other document.



Appendix 2

Definitions

Legal purpose of this Policy (Local Government Act 2002, Section 76AA) The purpose of a significance and engagement policy is:

- a) to enable the local authority and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and
- b) activities; and
- c) to provide clarity about how and when communities can expect to be engaged in decisions about different issues, assets, or other matters; and
- d) to inform the local authority from the beginning of a decision-making process about –
 - (i) the extent of any public engagement that is expected before a particular decision is made; and
 - (ii) the form or type of engagement required.

Community A group of people living in the same place or having a particular characteristic in common. Includes interested parties, affected people and key stakeholders. Specifically this would be:

- An urban area (Dannevirke, Woodville, Pahiatua and Eketāhuna)
- Rural townships combined (such as Norsewood, Pongaroa, Mangatainoka)
- Rural residents
- Businesses

Decisions Refers to all the decisions made by or on behalf of Council including those made by officers under delegation. Decisions include deliberations on any issue, proposal or other matter. Management decisions made by officers under approved delegations will generally not be deemed significant.

Engagement Process of seeking information from the community to inform and assist decision making. There is a continuum of community involvement.

Special Consultative Procedure (SCP) A defined and mandated form of consultation that must be used for:

- adoption/amendment to the Long Term Plan (including significant alterations to levels of service, financial strategy or the rating system);
- adoption or amendment to a significant bylaw;
- transfer of ownership of a significant strategic asset (such as pensioner housing);
- changes to some policies that are specified under other legislation, such as a Local Alcohol Policy, the Waste Management and Minimisation Plan or a class 4 venue policy under the Gambling Act 2003;
- adoption of an Annual Plan (where a material change from the Long Term Plan is proposed).

The SCP includes a formal proposal, at least one month for submissions, and a formal hearing.



Significance Significance, in relation to any issue, proposal, decision, or other matter that concerns or is before a local authority, means the degree of importance of the issue, proposal, decision, or matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for –

- the district or region
- any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter
- the capacity of the local authority to perform its role, and the financial and other costs of doing so

Significant Significant, in relation to any issue, proposal, decision, or other matter, means that the issue, proposal, decision, or other matter has a high degree of significance.

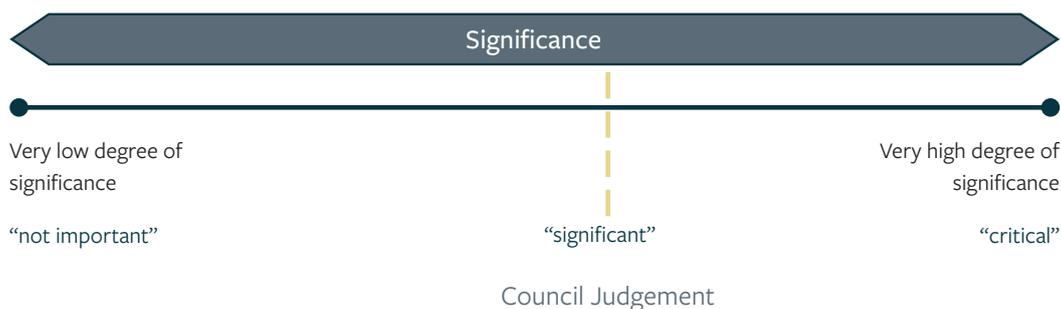
The relationship between Significance and Significant is shown in the diagram below.

Strategic asset (Section 5 Local Government Act 2002) Strategic asset, in relation to the assets held by a local authority, means an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority’s capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community.

Section 5 of the Local Government Act requires the following to be listed in this Policy:

- any asset or group of assets listed in accordance with section 76AA(3) by the local authority; and
- any land or building owned by the local authority and required to maintain the local authority’s capacity to provide affordable housing as part of its social policy; and
- any equity securities held by the local authority in—
 - a port company within the meaning of the Port Companies Act 1988
 - an airport company within the meaning of the Airport Authorities Act 1966

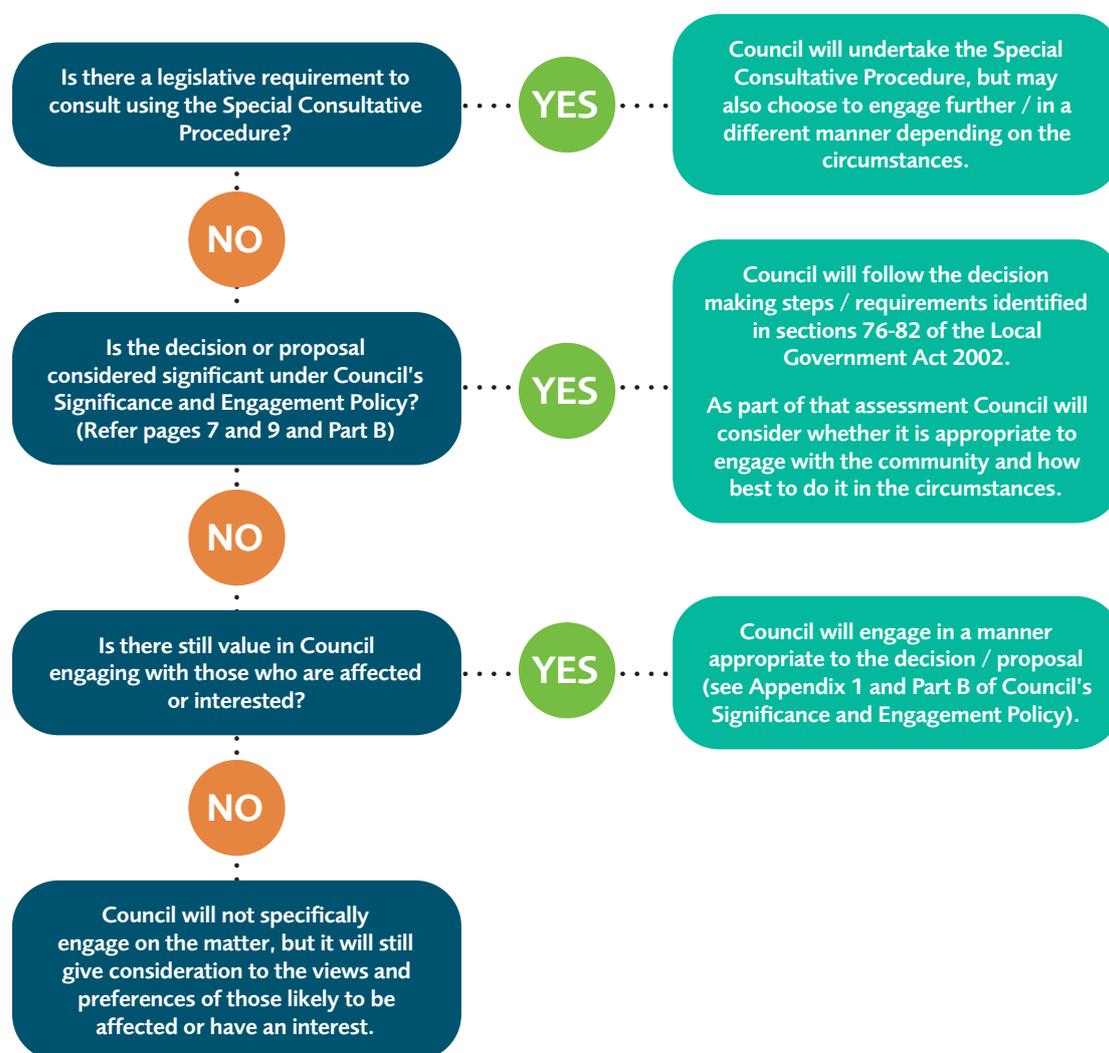
Strategic aspirations Any high level, direction setting goal or document that councils aim to deliver.





Appendix 3

Process for determining whether to engage





Report

Date : 19 March 2026
To : Mayor and Councillors
Tararua District Council
From : Peter Wimsett
Chief Advisor
Subject : **Local Water Done Well - Transition Programme Update**
Item No : **10.4**

1. Recommendation

- 1.1 *That the report from the Chief Advisor dated 18 March 2026 concerning the Local Water Done Well - Transition Programme Update be received.*

Executive Summary

Attached is the first of a regular series of updates for the Council on the Wairarapa Tararua water establishment and transition programme. The Council will receive an update on the programme quarterly through 2026. Katherine Meerman, Programme Director, Wairarapa Tararua Water will present this report.

The establishment programme is proceeding in two major stages, with the first stage (legal establishment) well advanced and on track to be completed by the end of March 2026. This report provides an update on activity in each of the programme's six workstreams.

2. Reason for the Report

- 2.1 This report is an information update for the Council on the Wairarapa Tararua water establishment and transition programme.
- 2.2 This report is for information purposes.

Attachments

1. [Local Water Done Well - Transition Programme Update - March 2026](#)

Author: Katherine Meerman, Programme Director, Local Water Done Well

Authoriser: Peter Wimsett, Chief Strategic Advisor, Tararua District Council

PURPOSE

This report is an information update for the Council on the Wairarapa Tararua water establishment and transition programme.

EXECUTIVE SUMMARY

- This is the first of a regular series of updates for the Council on the Wairarapa Tararua water establishment and transition programme. The Council will receive an update on the programme quarterly through 2026.
- The establishment programme is proceeding in two major stages, with the first stage (legal establishment) well advanced and on track to be completed by the end of March 2026.
- This report provides an update on activity in each of the programme's six workstreams.

RECOMMENDATIONS

This report is for information purposes.

BACKGROUND

Following the Government's approval of the four Councils' Water Service Deliver Plans (WSDPs) in October last year, the transition programme for Wairarapa Tararua water was established and an update on the work underway was last provided to the Council as part of Council induction.

We are now setting up regular updates for each Council over the course of the programme to ensure all elected members are kept up to date with progress. The Council will receive an update on the programme on a quarterly basis until programme completion in June 2027. We will also provide further updates at major programme milestones (e.g., the appointment of Board members).

There are two major stages to the establishment of the new company:

- **Stage 1 – legal establishment (September 2025 to March 2026):** This stage of the programme is focused on the establishment of company governance structures, preparation for Board member arrival and company incorporation. It will be complete in March 2026.
- **Stage 2 – operational transition (April 2026 to June 2027):** This stage of the programme is focused on detailed design and set up of the new organisation and transition of Council services, assets, debt, staff and operations prior to go live. It will be complete by 30 June 2027.

The Programme has been set up in six key workstreams to support delivery:

- Governance, regulatory and partnerships
- Organisation, people and change
- Finance and commercial
- Digital and systems
- Service delivery and operations
- Communications and customer.

DISCUSSION

Stage 1 delivery progress

Delivery of Stage 1 of the programme is on track and will be completed by the end of March 2026.

The programme reached a major milestone prior to Christmas with the appointment of all members to the Stakeholders’ Forum and the convening of the Forum for its first meeting. The Forum is a key part of the governance structure for the new water organisation and will fulfil a critical role as the committee responsible for the oversight of company performance. Table 1 below sets out the membership of the Forum.

The Forum has recently finalised its preferred Board members and Chair, and candidates are now going through final due diligence, with appointments on track to be finalised by the end of March.

Table 1: Stakeholder Forum membership

Masterton	<ul style="list-style-type: none"> • Craig Bowyer (Chair) • Gary Caffell (Alternate)
Carterton	<ul style="list-style-type: none"> • Brian Deller • Rachel Round (Alternate)
South Wairarapa	<ul style="list-style-type: none"> • Fran Wilde • Rob Taylor (Alternate)
Tararua	<ul style="list-style-type: none"> • Scott Gilmore • Sharon Wards (Alternate)
Rangitāne	<ul style="list-style-type: none"> • Tipene Chrisp • Lorraine Stephenson (Alternate)
Ngāti Kahungunu	<ul style="list-style-type: none"> • Robin Potangaroa • Ray Hall (Alternate)

Programme workstream updates

Following is a summary of key progress updates in each workstream as at the end of February 2026.

Governance, Regulatory and Partnerships

- Stakeholder Forum member appointments have been completed by the four Councils and both iwi and the Forum has been stood up. The Forum held its first meeting on 19 December where it elected its chair and determined the shortlist of candidates for Board interviews.
- The Board appointment process is coming to completion, with five appointments currently being finalised. Across the group they bring the necessary skills for high-quality governance of the water organisation as well as good regional presence.
- Planning for company incorporation, and the Board's onboarding and induction is beginning and will remain a key focus over the remainder of the quarter.
- Following completion of the Board recruitment process, the Forum's focus will move to the development of the Statement of Expectations.

Organisation, People and Change

- Development of initial advice for the incoming Board on the company's organisational strategy and operating model is underway. These topics will form key parts of the induction programme for the Board who will need to make early decisions in these areas to keep the transition on track.

Finance and Commercial

- Development of initial advice for the Board on the company's financial strategy, revenue and pricing modelling and transition, and debt transfer is underway. These topics will form key parts of the induction programme for the Board who will need to make early decisions in these areas to keep the transition on track.

Digital and Systems

- The Programme Steering Group has taken a decision on a preferred approach to the digital transition which will be tested with the incoming Board prior to moving to implementation. The preferred approach combines some of reuse of existing Council systems, reconfiguration of new instances of existing Council systems, and going to market for new systems in some cases.

Operations, Service Delivery and Risk

- This workstream is working closely with the organisational workstream to develop advice on service delivery models for the incoming Board.
- The workstream is also beginning substantive documentation and due diligence work on Councils' contracts, resource consents, assets, asset management approaches, capital programme, and operational processes and activities as the first step in the eventual development of the Councils' Transfer Agreements.

Communications

- Communications plans for each Council have been developed covering regular internal and external communications activities.

APPENDICES

Nil



Report

Date : 20 March 2026

To : Mayor and Councillors
Tararua District Council

From : Jessica Smith
General Counsel

Subject : **Delegations for Tararua District Council Representatives on the
Wairarapa Tararua Limited Stakeholders' Forum**

Item No : **10.5**

1. Recommendation

- 1.1 *That the report from the General Counsel dated 12 March 2026 concerning the Delegations for Tararua District Council Representatives on the Wairarapa Tararua Limited Stakeholders' Forum be received.*
- 1.2 *That Council notes that on 26 November 2025 it appointed Mayor Scott Gilmore as primary representative and Deputy Mayor Sharon Wards as alternate to the office of the Council's representative on the Wairarapa Tararua Water Limited Stakeholders' Forum.*
- 1.3 *That Council Delegates the responsibilities and powers to the person for the time being holding the office of the Council's primary representative and alternate on the Wairarapa Tararua Limited Stakeholders' Forum, as listed in Table(s) 1 and 2 in Attachment 1 of this report.*
- 1.4 *That Council notes that these delegated responsibilities and powers:*
 - 1.4.1 *Were approved by Council on 24 September 2025 while approving the Wairarapa Tararua Water Draft Constitution and Shareholders' Agreement.*
 - 1.4.2 *Are required, under the Shareholders' Agreement, to be specifically delegated by the Council to its appointed Stakeholders' Forum member and its alternate.*
- 1.5 *That Council amends Part 2 of the Tararua District Council's Delegations Policy to add information included in Attachment 2 to this report.*
- 1.6 *That Council ratifies decisions taken by its primary representative or alternate to date in the Stakeholders' Forum as set in 1.6.1 and 1.6.2 below. These are consistent and within responsibilities intended for their roles, as set out in the Shareholders' Agreements, specifically:*
 - 1.6.1 *The decision to appoint a chair to the Stakeholders' Forum.*
 - 1.6.2 *Decisions regarding the appointment of directors to Wairarapa Tararua Water Limited.*
- 1.7 *That following Council's delegation to the primary representative and alternate, Council notes that decisions in the Stakeholders' Forum will be taken by its representative in respect of the powers and responsibilities set out in Table 1 at Appendix 1, with the relevant limitations set out in Table 2 at Appendix 1.*
- 1.8 *That Council notes this paper and the Council's decision will be shared with the Stakeholders' Forum.*

Executive Summary

The Council has appointed Mayor Scott Gilmore as the primary representative and Deputy Mayor Sharon Wards as the alternate to the office of the Council's representative on the Wairarapa Tararua Water Limited Stakeholders' Forum by resolution on 26 November 2026.

This report seeks the Council's approval of the delegation of certain responsibilities and powers of the primary representative and alternate in relation to their representative roles with the Stakeholders' Forum. This is consistent with the Shareholders' Agreement adopted on 24 September 2025, prior to the new Council being elected and formed.

It also seeks the Council's ratification of decisions taken to date in the Stakeholders' Forum, to appoint a chair of the Stakeholders' Forum and regarding the appointment of directors to Wairarapa Tararua Water Limited.

Following Council's delegation of the responsibilities and powers in Appendix 1 to the primary representative and alternate, further ratification of decisions taken at the Stakeholders' Forum on Council's behalf will not be required.

2. Reason for the Report

- 2.1 To note the appointment of Mayor Scott Gilmore and Deputy Mayor Sharon Wards to the office of the Council's representative on the Wairarapa Tararua Water Limited Stakeholders' Forum.
- 2.2 To seek delegation of certain powers and responsibilities under the Shareholders' Agreement to the holders of the office of the Council's representative on the Stakeholders' Forum.
- 2.3 To seek approval of proposed amendments to Council's Statutory Delegations Register to enable exercise of the proposed delegations.
- 2.4 To seek Council's ratification of decisions taken to date at the Stakeholders' Forum.

3. Background

- 3.1 Decisions have been taken in successive Council meetings from 24 September 2025 which put in place guard rails around the decision-making responsibilities of the four Shareholder councils' representatives on the Stakeholders' Forum as outlined below:
 - 3.1.1 The Constitution and the Shareholders' Agreement for Wairarapa Tararua Water Limited were agreed by the Council on 24 September 2025, and at the same time by the other three shareholding councils. In broad terms, these documents:
 - 3.1.1.. Established the Stakeholders' Forum as the basis for coordinating shareholder activity providing overarching governance of the Company, and for the four councils to exercise their shareholding responsibilities and powers.

- 3.1.1.. Determined the size and makeup of the Stakeholders’ Forum, being six members in total – one member from each of the four shareholding councils and one each from Rangitāne and Ngāti Kahungunu.
- 3.1.2 The Stakeholders’ Forum is a representative forum of the Shareholders and Iwi representatives. It is not a “joint committee” as defined in the Local Government Act 2002.
- 3.1.3 Each shareholder is required to delegate to its appointed Stakeholders’ Forum representatives all the responsibilities and powers listed in Tables 1 and 2 in Attachment 1 of this Report, under the Appendix to Schedule 4 and clause 6.6 of the Shareholders’ Agreement.
- 3.1.4 The Shareholders’ Agreement allows that:
 - 3.1.4.. The alternate may attend as an observer without rights of participation or voting at all meetings of the Stakeholders’ Forum.
 - 3.1.4.. If the Council’s 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.

3.2 **Council’s Delegations Policy**

- 3.2.1 Part 2 of the Council’s Delegations Policy allows for the Council to delegate to a member of the governing body of the Council any of its responsibilities, duties or powers other than those referred to in section 7.1.1 of the policy.
- 3.2.2 The Delegations Policy will need to be amended to explicitly include clauses relevant to the delegation of responsibilities and powers to elected members representing the Council on the Stakeholders’ Forum. The proposed amendment is attached as attachment 2.

4. **Description**

- 4.1 The responsibilities and powers to be delegated by the Council to its primary representative and alternate holding the office of the Council’s representative on the Wairarapa Tararua Water Limited Stakeholders’ Forum are:
 - 4.1.1 Established in the Shareholders’ Agreement for Wairarapa Tararua Water Limited.
 - 4.1.2 Listed in Tables 1 and 2 of Appendix 1.
- 4.2 The Council is required by the Shareholders’ Agreement to delegate those responsibilities and powers to its appointed primary representative and alternate.
- 4.3 For completeness, Table 2 contains a list of matters that require the Council’s delegate/ alternate to seek written approval from the Council before exercising any of the delegations given to them in relation to such matters.

4.4 Proposed amendments to Part 2 of Council’s Delegations Policy

4.4.1 The Council’s Delegations Policy does not explicitly include clauses relevant to the delegation of responsibilities and powers to elected members representing the Council on forums such as the Stakeholders’ Forum.

4.4.2 For this reason, Attachment 2 contains a proposed amendment to Part 2 of the Delegations Policy to support the Council’s decision to delegate specified responsibilities and powers to its appointed primary representative and alternate holding the office of the Council’s representative on the Stakeholders’ Forum.

4.5 Considerations

4.5.1 The recommendations in this report are consistent with the Constitution and Shareholders’ Agreement for Wairarapa Tararua Water Limited adopted by the Council on 24 September 2025.

4.5.2 There are no specific financial implications associated with the decisions in this report.

4.5.3 Water and environmental wellbeing are key priorities for Iwi and the wider Māori community. Ngāti Kahungunu and Rangitāne have previously agreed with the four councils the terms of the Constitution and Shareholders’ Agreement for Wairarapa Tararua Water Limited.

4.5.4 There are no impacts on climate change resulting from the decisions in this report.

5. Significance Assessment

5.1 The Council’s three waters networks (drinking water, stormwater and wastewater) are strategic assets under Council’s Significance and Engagement Policy. Council has previously consulted with the community with respect to the water service delivery model, in line with provisions in the Local Government (Water Services Preliminary Arrangements) Act 2024, and the Local Government Act 2002.

5.2 The decisions sought in this report do not require further consultation with the community as they implement decisions previously taken by the Council.

6. Consultation

6.1 Council previously undertook consultation with the community on the water services delivery model, prior to resolving to enter the joint water services entity Wairarapa Tararua Water Limited, in line with the requirements of the Local Government (Water Services Preliminary Arrangements) Act 2024 and the Local Government Act 2002.

6.2 The decisions in this report do not require further consultation as they implement decisions previously taken by Council.

7. Conclusion

- 7.1 Council has appointed Mayor Scott Gilmore and Deputy Mayor Sharon Wards to the office of the Council's representative on the Wairarapa Tararua Water Limited Stakeholders' Forum. Following that appointment it is appropriate for Council to delegate authority to its representatives the powers and responsibilities contained in the Shareholders' Agreement to enable decisions to be made at the Stakeholders' Forum on Council's behalf.
- 7.2 It is also appropriate to ratify decisions taken to date in that forum.
- 7.3 Following the Council's agreement to delegate responsibilities and powers to its primary representative and alternate on the Stakeholders' Forum, and ratification of previous decisions, this paper and the Council's decision will be shared with the Stakeholders' Forum.

Attachments

1. [Appendix 1 - Delegations for TDC representatives on Stakeholders' Forum - Matters delegated and limitations and controls on those delegations](#)
2. [Attachment 2 - Delegations for TDC representatives on Stakeholders' Forum - Proposed amendment to Council Delegation Policy](#)

Appendix 1: Matters delegated and limitations and controls on those delegations

Table 1: Matters delegated to the Council's Delegate/Alternate to the Stakeholders' Forum

<p>Clause 6.5 of Schedule 2 to the Shareholders' Agreement states that 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 (in Schedule 4 to the Shareholders' Agreement) and those in clause 6.6, as detailed below:</p>	
<p>Governance oversight responsibilities:</p>	<p>All responsibilities and powers necessary to participate in and carry out the Stakeholders' Forum governance oversight responsibilities including:</p> <ul style="list-style-type: none"> Receiving and considering the half-yearly and annual reports of Wairarapa Tararua Water Limited ("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 coordinated 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 <i>Shareholders' Agreement</i> and the <i>Local Government (Water Services) Act 2025</i>. Seeking and interviewing candidates for the Company's Board, as needed. Monitoring the performance of the Board of the Company.

10.5 Delegations for Tararua District Council Representatives on the Wairarapa Tararua Limited Stakeholders' Forum
 Attachment 1 Appendix 1 - Delegations for TDC representatives on Stakeholders' Forum - Matters delegated and limitations and controls on those delegations

	<ul style="list-style-type: none"> • Providing recommendations to the Shareholders regarding changes to the Terms of Reference, the Shareholders' Agreement, and the <i>Constitution</i>.
<p>All Shareholders' responsibilities and powers in relation to:</p>	<p>All responsibilities and powers in relation to the agreement of:</p> <ul style="list-style-type: none"> • 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. <ul style="list-style-type: none"> • Approving the three-yearly Statement of Expectations in accordance with the process and other requirements of the Shareholders' Agreement and the Local Government (Water Services) Act 2025
<p>Clause 6.6 of Schedule 2 to the Shareholders' Agreement</p>	
<p>Authority of Stakeholders' Forum member:</p>	<p>Any right, power, discretion or action for a Shareholder under the Shareholders' Agreement (including casting a vote on any Shareholder resolution, signing any notice, resolution, consent or approval, and approving any Shareholder Reserved Matter).</p>

10.5 Delegations for Tararua District Council Representatives on the Wairarapa Tararua Limited Stakeholders' Forum
 Attachment 1 Appendix 1 - Delegations for TDC representatives on Stakeholders' Forum - Matters delegated and
 limitations and controls on those delegations

Table 2: Matters requiring the Council's Delegate/Alternate on the Stakeholders' Forum to seek the approval of Council in writing before exercising any of the delegations given to them

Matter or transaction	
1	A decision to approve and adopt the draft Statement of Expectations, pursuant to clause 12.2(e) of Schedule 2 of the Shareholders' Agreement.
2	"Major transactions", as that term is defined in the Companies Act 1993.
3	"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) about \$100,000,000. 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.
4	Any alteration to, or revocation of, the <i>Constitution</i> .
5	Any issue of Shares, securities that are convertible into or exchangeable for Shares, or options to acquire Shares.
6	Any alteration of rights, privileges or conditions attaching to the Shares.
7	Any arrangement, dissolution, reorganisation, liquidation, merger or amalgamation of the Company.
8	Any transfer by the Company of Shares held by the Company or any purchase or other acquisition by the Company of its own Shares.
9	Any cancellation, buy-back or reduction of Shares, securities that are convertible into or exchangeable for Shares, or options to acquire Shares.
10	The giving of any financial assistance for the purpose of, or in connection with, the purchase of Shares.
11	Making a material change in the nature of the Company's business or engaging in business activities other than the Business.
12	Starting or settling any legal or arbitration proceedings, except in the ordinary course of business.

10.5 Delegations for Tararua District Council Representatives on the Wairarapa Tararua Limited Stakeholders' Forum
 Attachment 1 Appendix 1 - Delegations for TDC representatives on Stakeholders' Forum - Matters delegated and
 limitations and controls on those delegations

13	Any decision for the ceasing operations, liquidation, winding-up, dissolution, restructuring or assignment to its creditors or any similar transaction of the Company.
14	Any decision to admit a new Shareholder, as set out in clause 8.2 of the Shareholders' Agreement.
15	Any decision to approve the exit of an existing Shareholder, as set out in clause 8.3 of the Shareholders' Agreement.
16	Any amendments or replacements to the pricing principles as 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.
17	Any amendments or replacements to the pricing principles as set out in Schedule 7 to this agreement or to clause 2.2 of the Constitution during the period following 1 July 2036.
18	Any matters that the Council considers to be of significance under its Significance and Engagement Policy

For the avoidance of doubt, notwithstanding anything to the contrary, the Council is not delegating to the delegate/alternate any matters that the Local Government Act 2002 (as amended, substituted, or replaced from time to time) says the Council cannot delegate, including, but not limited to, under clause 32 of Schedule 7.

Attachment 2: Proposed amendment to Part 2 of the Tararua District Council's Delegations Policy

Notwithstanding anything in this Part 2 of the Tararua District Council's Delegations Policy in connection with delegating responsibilities and powers from the Council (acting in its capacity as shareholder of Wairarapa Tararua Water Limited) to the persons holding the office of the Council's representatives on the Wairarapa Tararua Water Limited's Stakeholders' Forum:

1. It is noted that elected members (a primary representative and an alternate) can be appointed by the Council to the Wairarapa Tararua Water Limited's Stakeholder's Forum.
2. The Stakeholders' Forum is a representative forum of the Shareholders and Iwi representatives. It is not a "joint committee" as defined in the Local Government Act 2002 (LGA).
3. The alternate may attend as an observer without rights of participation or voting at all meetings of the Stakeholders' Forum. If the Council's primary delegate to the Stakeholders' Forum 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 as its primary Stakeholders' Forum member.
4. The Terms of Reference for the Stakeholder Forum are contained in Schedule 4 to the Shareholders' Agreement for Wairarapa Tararua Water Limited.

5. Schedules 2 and 4 to the Shareholders' Agreement, together, provide for the matters that are to be delegated to the appointed primary representative and alternate as:

<p>Clause 6.5 of Schedule 2 to the Shareholders' Agreement states that 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 (in Schedule 4 of the Shareholders' Agreement) and those in clause 6.6, as detailed below:</p>	
<p>Governance oversight responsibilities:</p>	<p>All responsibilities and powers necessary to participate in and carry out the Stakeholders' Forum governance oversight responsibilities including:</p>
	<ul style="list-style-type: none"> Receiving and considering the half-yearly and annual reports of Wairarapa Tararua Water Limited ("the Company").
	<ul style="list-style-type: none"> 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.
	<ul style="list-style-type: none"> Undertaking performance and other monitoring of the Company.
	<ul style="list-style-type: none"> Considering and providing recommendations to the Shareholders on proposals from the Company.
	<ul style="list-style-type: none"> Providing coordinated feedback, and recommendations as needed, on any matters requested by the Company or any Shareholder.
	<ul style="list-style-type: none"> Providing recommendations to the Shareholders regarding the relevant network infrastructure owned by each Shareholder and/or the Company.
	<ul style="list-style-type: none"> Providing recommendations to the Shareholders regarding water conservation.
	<ul style="list-style-type: none"> Preparing the three-yearly Statement of Expectations in accordance with the process and other requirements of the <i>Shareholders' Agreement</i> and the <i>Local Government (Water Services) Act 2025</i>.
	<ul style="list-style-type: none"> Seeking and interviewing candidates for the Company's Board, as needed.
	<ul style="list-style-type: none"> Monitoring the performance of the Board of the Company.
	<ul style="list-style-type: none"> Providing recommendations to the Shareholders regarding changes to the <i>Terms of Reference</i>, the <i>Shareholders' Agreement</i>, and the <i>Constitution</i>.
<p>All Shareholders' responsibilities and powers in relation to:</p>	<p>All responsibilities and powers in relation to the agreement of:</p> <ul style="list-style-type: none"> 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). The appointment, removal, and remuneration of directors.

	<ul style="list-style-type: none"> • Approving the three-yearly Statement of Expectations in accordance with the process and other requirements of the <i>Shareholders' Agreement</i> and the <i>Local Government (Water Services) Act 2025</i>.
<p>Clause 6.6 of Schedule 2 to the <i>Shareholders' Agreement</i></p>	
<p>Authority of Stakeholders' Forum member:</p>	<p>Any right, power, discretion or action for a Shareholder under the Shareholders' Agreement (including casting a vote on any Shareholder resolution, signing any notice, resolution, consent or approval, and approving any Shareholder Reserved Matter (as defined in the Shareholders' Agreement) may be exercised by the Stakeholders' Forum member appointed by that Shareholder (or their alternate).</p> <p>There are certain matters that require the Council's written approval before the delegate/alternate can exercise the delegations given to them in respect of these matters. These are set out in Table 2 of Attachment 1 of the Delegations Report dated 18 February 2026.</p>



Report

Date : 13 March 2026
To : Mayor and Councillors
Tararua District Council
From : Kawtar Tani
Group Manager - Strategy and Information
Subject : **Approval of the Draft Strategic Framework for Public Feedback**
Item No : **10.6**

1. Recommendation

- 1.1 *That the report from the Group Manager - Strategy and Information dated 12 March 2026 concerning the Approval of the Draft Strategic Framework for Public Feedback be received.*
- 1.2 *That Council approves its draft strategic framework for the Long-term Plan 2027 -37 to be included in the early engagement process for the Long-term Plan.*

Executive Summary

Council has drafted a strategic framework that will guide its decision-making during the Long-term Plan 2027 – 37 (LTP).

The framework proposes a vision, strategic priorities (or pillars), and community outcomes.

It was developed after two strategic direction setting workshop held in early 2026. The draft framework is being presented today for Council approval as a draft for public feedback.

2. Reason for the Report

- 2.1 The Purpose of this report is to present the draft strategic framework for the LTP for Council's approval.
- 2.2 It is also recommended that Council seek feedback from the community on the draft framework as part of its early engagement on the LTP.

3. Background

3.1 At its strategy planning session on 29 and 30 January 2026, Council discussed a range of matters, including:

- What elected members heard from the community during the election process,
- Council's values,
- Council's existing strategies and key planning documents,
- Goals and aspirations for the next 3, 10, 30 years,
- Key priorities.

3.2 Following the strategic planning session, staff drafted a one-page strategic framework based on the ideas and priorities raised over the two days.

3.3 This draft was discussed by Council at a workshop on 18 February 2026. Subsequent work was carried out by elected members to ensure that the wording of the draft framework accurately reflects their combined vision, priorities, values and community outcomes for the district for the LTP.

4. Description

4.1 The draft framework below is presented for approval as a draft for public feedback:

Vision			
‘A future-focused district, backed by a trusted, ‘can-do’ council’			
Strategic Priorities/Pillars			
Affordability / Efficiencies <i>We will deliver high quality, affordable, and efficient services by staying focused on what matters most.</i> Related value: WHANAUNGATANGA	Reputation / Identity <i>We will strengthen trust through integrity, accountability, and meaningful engagement with our people and partners.</i> Related value: PONO	Resilience / Growth <i>We will drive decisive, future focused development that positions Tararua as a strong, resilient, and forward ready district.</i> Related value: WHANAKE	
Community Outcomes			
Affordable, efficient core services that deliver clear value <i>Our district receives reliable core services that are affordable, well-maintained, and delivered efficiently. We will keep rates and charges as low as we can.</i>	Trusted leadership and meaningful community voice <i>Our communities trust Council to lead with integrity, listen early, explain decisions clearly, and reflect local voices.</i>	A resilient, future-ready district that adapts to change <i>Our district is resilient and prepared for change. We support our communities to adapt and thrive over time.</i>	A prosperous district with opportunities for people and business <i>Our district is an attractive, well-connected place to live, work, and invest. Growth is supported in ways that protect affordability, character, and long-term wellbeing.</i>

5. Significance Assessment

5.1 The decision to approve the draft framework and to seek public feedback is not significant, however, as the foundation for all Council’s planning and decision-making for the LTP, the priorities and community outcomes set out in the framework have the potential to trigger the following criteria in Council’s Significance and Engagement Policy:

- The degree to which the issue/decision affects the district,
- The degree to which the issue/decision affects the level of service of a significant activity,

- The degree to which the issue/decision has a new financial impact on Council or the rating levels of its communities,
- The degree to which the issue/decision would require a change in an underlying strategic policy,
- The level of district interest in the decision.

6. Options

6.1 Council has a range of options in relation to its draft strategic framework:

- 6.1.1 Adopt the framework (as drafted or with amendments) as the basis for planning and decision making for the LTP, or
- 6.1.2 Approve the framework as a draft (as presented or with amendments) for public feedback as part of the early engagement for the LTP (recommended), or
- 6.1.3 Approve the framework as a draft (as presented or with amendments) and include it as a consultation issue in the formal LTP consultation process (the special consultative procedure – the “SCP”) in 2027.

7. Assessment of Options

7.1 There are advantages and disadvantages to each of the options, as summarised below:

	Advantages	Disadvantages
6.1.1	Provides certainty for the planning processes currently underway by staff.	Does not allow for community feedback on the vision, priorities, and community outcomes of Council. Less inclusive and transparent.
6.1.2 (Recommended)	Includes community in strategic direction setting process. Transparent. Promotes community buy-in.	Early planning processes must be based on a draft rather than a final framework. (Impact is minor if framework is finalised by the middle of the 2026 calendar year).
6.1.3	Allows for community feedback on strategic direction (but doesn't include them in the process). Transparent.	Extended draft period increases uncertainty to the planning process. Any substantive post-SCP changes could require changes to the LTP content too late to allow for timely adoption, resulting in non-compliance with the statutory deadline of 30 June 2027.

8. Consultation

8.1 See the engagement and consultation options in sections 6 and 7 of this report.

9. Conclusion

9.1 Council's draft strategic framework, containing its proposed vision, priorities, and community outcomes is presented for approval.

9.2 It is management's recommendation that Council seeks public feedback on its draft framework as part of the early engagement process for the LTP.

Attachments

Nil.



Report

Date : 19 March 2026
To : Mayor and Councillors
Tararua District Council
From : Karsten van der Oord
Communications Team Manager
Subject : **Early Engagement Plan for the 2027-2037 Long Term Plan**
Item No : **10.7**

1. Recommendation

- 1.1 *That the report from the Communications Team Manager dated 18 March 2026 concerning the Early Engagement Plan for the 2027-2037 Long Term Plan be received.*
- 1.2 *That the Early Engagement Plan is endorsed for implementation.*

Executive Summary

Early engagement for the 2027–2037 Long Term Plan will run from **20 April to 31 May 2026** and is designed to involve the community at the beginning of the decision-making process.

Local government is facing significant change, alongside increasing cost pressures and community expectations. Council cannot continue to deliver all services at current levels without impacting affordability. As a result, the Long Term Plan will require clear prioritisation and trade-offs.

This phase of engagement focuses on helping the community understand these trade-offs and contribute to decisions about what Council should prioritise, reduce, or stop. The engagement approach is centred on a clear message: **when everything matters, what matters most?**

A key tool supporting this approach is the **Investment Challenge**, which allows residents to explore funding trade-offs and indicate their preferences across Council services. This is

supported by targeted communications, community outreach, and stakeholder engagement to ensure a broad range of views are captured.

Feedback gathered during this period will directly inform the development of options for consultation later in the Long Term Plan process. It will also help shape Council's understanding of community priorities, risk appetite, and willingness to pay.

This approach represents a shift from traditional consultation by involving the community earlier, providing clearer information about constraints, and enabling more meaningful input into the choices ahead.

2. Reason for the Report

- 2.1 To update elected members on the refinement of the Early Engagement Plan.
- 2.2 To share a summary of the feedback received through the Focus Portfolio Group meetings.
- 2.3 To seek endorsement of the Early Engagement Plan.

3. Refinement of the Early Engagement Plan

- 3.1 Refinement has involved collaborative development of core and supplementary key messages, deeper assessment of who the stakeholders are and how we might reach them and checking the balance and accessibility of proposed feedback methods.

4. Summary of Feedback from Portfolio Holders

4.1 Rural Portfolio

The LTP Communications and Engagement Working Group met with these portfolio holders on Monday 16 March. The most critical considerations in this portfolio are:

- acknowledging the views of rural people around rates and creating a clearer understanding of the services that rural ratepayers and residents receive; and
- working collaboratively with Horizons Regional Council to identify and understand rural concerns relating to local and regional government (while also being cognisant of the impacts of Central Government decisions and initiatives); and
- identifying and understanding where rural people most need support from council to advocate regionally or nationally.

4.2 Marae, Kura Kaupapa and Kohanga Reo Portfolio

The LTP Communications and Engagement Working Group met with these portfolio holders on Tuesday 17 March. The most critical considerations in this portfolio are:

- avoiding too much focus on the financial information, and leaning more into messaging that is focussed on future and sustainable practises; and
- creating an understanding of why this [LTP] is important to the everyday person through connecting the discussion to how we look after our environment and our future generations of people; and
- avoiding “boxing people in or out” with the language we choose to use.

4.3 Youth Portfolio

The LTP Communications and Engagement Working Group met with these portfolio holders on Tuesday 17 March. The most critical considerations in this portfolio are:

- ensuring rangatahi have a genuine voice and addressing the historic lack of youth focus in consultation; and
- establishing strong foundations for ongoing youth engagement - both youth in and out of school; and
- leveraging the real, tangible outcomes that meaningful youth involvement can deliver; and
- recognising the need to move beyond traditional approaches by using engaging content and relevant channels.

4.4 Communications/Consultation Portfolio

The LTP Communications and Engagement Working Group met with these portfolio holders on Tuesday 17 March. The most critical considerations in this portfolio are:

- maintaining momentum between engagement and consultation; and
- compelling communities to opt in and contribute through simple, approachable content that cuts through complexity;
- using interactive, low-barrier tools to build trust and participation; and
- closing the loop with strong feedback, myth-busting, and clear “Council 101” context to support understanding.

Attachments

- 1 [↓](#). Final Draft Early Engagement Plan



Early Engagement Plan

Name of Campaign or project	LTP Early Engagement (Pre-Engagement)
Key Contact Person	Mayor Scott Gilmore
Duration of consultation/engagement	20 April – 31 May 2026
Key Comms Advisor	Karsten van der Oord, Kimberley Stevens, Sarah Fountaine

Is this consultation subject to the Special Consultative Procedure as outlined by section 83 of the Local Government Act 2002?

Yes No

Unless this plan is required under the Special Consultative Process, please refer to it as community engagement.

1. Consultation/Engagement Objectives

- What are the specific objectives of the community consultation?

The LTP pre-engagement results in:

- High understanding and engagement resulting in quality feedback from residents
- A clear pathway for public participation in local democratic planning
- Enhanced reputation for Council as trust is rebuilt
- Community feedback is strongly reflected in the LTP consultation document
- Receive feedback from all identified stakeholder groups



2. Key Messages

Key Messages: Core messages you want to convey.

Tagline

The tagline will anchor the campaign and provide a simple, memorable entry point into the conversation

Early engagement - open period

When everything matters, what matters most?

Early engagement - feedback loop

When everything matters, you told us what matters most.

Now we're working through how to deliver the change we need at a price we can all live with, and we'll be back soon to talk through the hard choices ahead.

Key Messages

We will use these across almost everything that we do.

More of this = less of that. Every choice comes with a trade-off, so we need to focus on what matters most. Council is focused on three key areas to guide decisions and manage change - Affordability and Efficiency; Reputation and Trust; and Resilience and Growth.

Help decide where the next Council dollar goes. Take on the Investment Challenge and help us to make choices about what Council does, and doesn't do, over the next 10 years.

Tomorrow is built from today's choices. Together, we will shape the Tararua that our mokopuna inherit - from the cost of rates and the state of rural roads to the variety of parks, tracks, and places we all use.

Join the conversation from 20 April to 31 May 2026. Get involved through our website or socials, come along to an event, or keep an eye on the Bush Telegraph.

Supplementary Messages

We will use these in specific communications – like reel videos, media releases and interviews, and other content types where it feels appropriate.

Change is coming -

Big changes are coming to local government, so we must focus on what matters most, make careful choices, and work together with our community to shape the future of our district.

Opportunity is here -

The changes around us create opportunities to look at things with fresh eyes and find better ways for Council to serve our community.

A can-do district -

We are a practical, can-do district, and our council aims to reflect that same spirit. When challenges arise, we will look for different ways of doing things together and focus on achieving the best outcomes for our communities.

Our people united today = our future is strengthened for tomorrow -

By working together now, we build a district that is stronger, more connected, and better prepared for whatever comes next.

3. Stakeholder Analysis

Stakeholder	How we will reach them	Who will reach them
<ul style="list-style-type: none"> Ratepayers Residents Service users 	All methods listed under “Consultation and Engagement Methods”.	<ul style="list-style-type: none"> Mayor and Elected Members (EMs) CE ELT All Council Focus Group and Committee members Communications and Community Engagement Team
<ul style="list-style-type: none"> Mayor Elected Members 	Meetings, workshops, emails	<ul style="list-style-type: none"> GM Communications and Community Engagement Team
<ul style="list-style-type: none"> Frontline staff (CS/Libs) General Staff Alliance 	In person meetings, emails, regular catchups, Pānui Pulse, Loki intranet, All Staff emails	<ul style="list-style-type: none"> CE ELT members Infrastructure Committee chair (Alliance). Wider Leadership Team Communications and Community Engagement Team
<ul style="list-style-type: none"> Iwi partners (delivery of engagement) <ul style="list-style-type: none"> Inc Society / Charitable Trust 	In person meetings, emails, regular catch ups, tagging in social media posts	<ul style="list-style-type: none"> Communications and Community Engagement Team
<ul style="list-style-type: none"> Marae (incl. committees) Kohanga reo (incl. committees) Hapu 	In person meetings, regular catch ups, emails, newsletters, events (e.g. cultural fest, inter-marae sports competition), funny/short social media reels (shared through marae and kura socials).	<ul style="list-style-type: none"> Council Focus Group - Marae, Kura Kaupapa and Kohanga Reo (including email list with comms oversight) Communications and Community Engagement Team
<ul style="list-style-type: none"> LTP contractor, LTP project team 	Emails, LTP Project Team Meetings	<ul style="list-style-type: none"> Mayor CE ELT Staff
<ul style="list-style-type: none"> Community boards Community committees 	Emails, meetings	<ul style="list-style-type: none"> Mayor CE EMs ELT
<ul style="list-style-type: none"> Horizons Regional Council 3 Waters partners districts Manawatū Whanganui councils Other councils Taituara, LGNZ 	Targeted emails, through current activity meetings	<ul style="list-style-type: none"> Mayor CE ELT Wairarapa-Tararua Waters Workstream heads
<ul style="list-style-type: none"> Rural Groups (RST, Beef and Lamb, Federated Farmers, DairyNZ etc) Young Farmers Assn Catchment collectives Civil Defence Groups Tararua Reap Sport Tararua Emergency services Supply partners and contractors (and subcontractors?) Information centres 	Meetings, attending relevant events, targeted emails, leverage on existing newsletters.	<ul style="list-style-type: none"> Mayor EMs Council Focus Group - Rural Council Focus Group - Youth Communications and Community Engagement Team Council Managers Targeted Engagement
<ul style="list-style-type: none"> Domain boards Coastal groups Schools – Preschool, Primary and Secondary schools Community groups and clubs – e.g., Lions, Probus, SuperGrans, Age Concern, Greypower, RSA, 	Meetings, attending relevant events, targeted emails, leverage on existing newsletters.	<ul style="list-style-type: none"> Mayor EMs Council Focus Group - Rural Council Focus Group - Youth Council Focus Group – Communications and Consultations Communications and Community Engagement Team

Women's Institute (and so many more...) <ul style="list-style-type: none"> External Funders Businesses and Business Networking Groups (Chambers, Business Groups, Toastmasters) Ethnic communities Neurodiverse communities 		<ul style="list-style-type: none"> Targeted Engagement
Central Gov; MBIE, MFE, MIA	Meetings, targeted emails	<ul style="list-style-type: none"> Mayor CE
Media – Newspaper, leveraging off existing Newsletters, local radio	Meetings, calls, targeted emails, Leverage on existing newsletters.	<ul style="list-style-type: none"> Mayor EMs Communications and Community Engagement Team
Youth <ul style="list-style-type: none"> Schools – Preschool, Primary and Secondary schools Other education providers School Holiday Programmes (and the groups that run them) CACTUS Programme Young Mums Club/Group – Pepi Ora Tararua Community Services – Rangatahi Networking Group Sports Clubs and youth participating in sport (and parents supporting) Marae programmes – e.g. rangatahi excluded from school learning through the marae 	Social media (especially reels that jump on viral trends), in-person/public speaking, leverage on existing newsletters and surveys, interactive tools and ideas e.g., a physical challenge.	<ul style="list-style-type: none"> Council Focus Group - Youth Communications and Community Engagement Team

4. Consultation/Engagement Feedback Methods

To make it easier for people to share their views, Council will use a mix of engagement methods to reach residents where they already are online, in print, and through face-to-face conversations.

***NEW* Investment Challenge:** A key feature of this approach is a new investment challenge, designed to help people explore priorities and *trade-offs in a simple, interactive way*. This tool will be used alongside more traditional engagement methods to gather broad and meaningful feedback from across the district.

These are the methods that will be used to engage the community and gather feedback:

Channel Type	Available Feedback Methods
Digital & Online	<ul style="list-style-type: none"> Online feedback form + investment challenge (resulting in community investment summary) Facebook Live Q&A Antenno Reporting Feature – Feedback and ideas option (receiving, not sending) iPads at events to make a submission Social Media comments (we will do a thematic summary and everyone that comments will be encouraged to use the feedback form)
Print	<ul style="list-style-type: none"> Council investment challenge + feedback form Bush Telegraph Newspaper
In-person / Verbal	<ul style="list-style-type: none"> Workshops or drop-in sessions (evening / afterhours) Physical version of Council investment challenge / Static display

	<ul style="list-style-type: none"> • Community Meetings • Focus groups (for key stakeholders) • Presence at community events (to be determined)
Extra-ordinary / Other	<ul style="list-style-type: none"> • Big blank walls in Council Service Centres and possibly some community facilities, inviting to write down their answers to 3 main questions which link up with Strategic Pillars: Examples of these questions could be*: <ul style="list-style-type: none"> ○ Reputation: What creates trust for you? What should Council do to build and keep community trust? ○ Growth, resilience: When you think about growth and resilience, what should Council focus on first? ○ Affordability: If Council had to make savings, where should we be most careful? <p><i>* The team would recommend working with the Mayor and EMs on these, to align them with the new Strategic Pillars, identified at the Strategic Hui.</i></p>

FINAL DRAFT



5. Deliverables

An outline of the engagement and consultation deliverables, including who is responsible for preparing them and who will support their implementation. This section is structured around four engagement channels, online, print, in-person, and other supporting activities.

DIGITAL & ONLINE	
Deliverable(s)	Who is responsible
Website: <ul style="list-style-type: none"> Council investment challenge + feedback form LTP pre-engagement pages Timeline Sliding banner for homepage 	Communications and Community Engagement Team
Socials: (FB, Instagram, LinkedIn, YouTube) <ul style="list-style-type: none"> Reels of Events, Reels of Workshops + Clips of Workshops Promotion of investment challenge + feedback form Mayor, EMs – Reels and socials support (Sharing posts) Posts Promotion of LTP newsletter Facebook live 	Communications and Community Engagement Team, Mayor, EMs; Council Focus Group members, Committee Chairs and members.
Geotargeting: <ul style="list-style-type: none"> MREC targeted to phones in the district TVNZ add on Click - targeted to phones in the district Commercial Radio stations targeted to people in our district 	Communications and Community Engagement Team
Partner channels: <ul style="list-style-type: none"> LTP engagement content is shared on partner channels 	Mayor, Council Focus Group members
Local radio: <ul style="list-style-type: none"> Interviews with Mayor, EMs, CE, ELT Broadcasting radio adverts 	EMs; Council Focus Group members, Committee Chairs and members.
Antenno <ul style="list-style-type: none"> To use to notify <u>and</u> submit feedback 	Communications and Community Engagement Team, Customer Services
Audiobook / Audio Summary <ul style="list-style-type: none"> For formal consultation, make our Consultation Document more accessible by turning it into an audiobook using voices from council (I'm Kimberley from Woodville, and I'll be reading Chapter 1: <i>Item for Consultation Goes Here</i>). Consider how the "voices from council" can be used in the early engagement period 	Communications and Community Engagement Team, supported by staff, CE, ELT, Mayor and EMs where needed

PRINT	
Deliverable(s)	Who is responsible
<p>Bush Telegraph, promotion of Pre-Engagement feedback and Council investment challenge through:</p> <ul style="list-style-type: none"> • Weekly updates • Frontpage adverts • Special cover features • Double page spread <p>Newsletters, promotion of Pre-Engagement feedback and Council investment challenge through:</p> <ul style="list-style-type: none"> • Community newsletters (Tararua Reap, etc) • School newsletters • Business newsletters 	Communications and Community Engagement Team
<p>Printed copies, feedback and Council investment challenge available in:</p> <ul style="list-style-type: none"> • Council Service Centres and Libraries • Information Centres • Community Events that are attended by EMs and Staff • And other relevant purposes 	Communications and Community Engagement Team
<p>Other printed matter, including</p> <ul style="list-style-type: none"> • Posters to distribute and display • Short summary of Pre-engagement • Articles in Regional Newspapers 	Communications and Community Engagement Team

FINAL DRAFT



IN PERSON + VERBAL	
Deliverable(s)	Who is responsible
Calendar of Events during Pre-Engagement Period <ul style="list-style-type: none"> • With Stakeholder grouping • With proposal who could attend • Grouped according to Focus Group 	Communications and Community Engagement Team, ELT, Mayor, EMs
Big blank walls , inviting to write down their answers to 3 main questions (see above Section 4) which link up with Strategic Pillars in: <ul style="list-style-type: none"> • Council Service Centres • Staff room • Iwi offices? • Possibly some community facilities 	Communications and Community Engagement Team, Customer services, Libraries
Council investment challenge , physical version of / Static display: <ul style="list-style-type: none"> • In Council Service Centres • For events (see Section) 	Communications and Community Engagement Team
Interviews with the media , have meetings with reporters of local and regional media (and interviews with high school media students)	Communications and Community Engagement Team, Mayor's office

EXTRA-ORDINARY / OTHER	
Deliverable(s)	Who is responsible
Develop LTP "brand" and guidelines <ul style="list-style-type: none"> • Look and feel is defined • Brand examples are developed 	Mayor, EMs, Communications and Community Engagement Team
LTP champions , <ul style="list-style-type: none"> • Internal competition with EMs and staff who can get the most Pre-Engagement Forms filled in and submitted (being mindful of Quality vs Quantity). 	Communications and Community Engagement Team, EMs and Staff.
LTP voices, or Audiobook/Audio Summary , how can we use the voices of the suggested Audiobook for the consultation phase during the Pre-Engagement period?	Communications and Community Engagement Team, EMs and relevant staff.
Engagement Kit for Elected Members <ul style="list-style-type: none"> • FAQ re LTP • Feedback Forms • Key Messages • Info Cards (like the report it card, but with a QR code to engagement mechanisms) • Other information as directed by Mayor 	Communications and Community Engagement Team, Mayor



6. Consultation Timeline

COMPLETE	CURRENT PHASE	NEXT PHASE	UPCOMING
TIMELINE			
Date	Action	Who	
19 Feb – 25 Feb	Develop a Draft Early Engagement Plan (EEP) and Begin Drafting an “LTP Brand”	Communications and Community Engagement Teams, Mayor, CE/ELT and Focus Groups (for input on focus areas).	
4 March	Workshop: Early Engagement	Staff and Elected Members	
5 March – 24 March	Refine EEP and LTP Brand	Communications and Community Engagement Teams	
26 March	Council meeting – endorsement of plan and brand	Council	
26 March – 20 April	Preparation of Materials and Events	Communications and Community Engagement Teams	
20 April – 31 May 2026	<i>Recommended Engagement Period</i>	<i>All-Of-Council</i>	

7. Consultation Events during the Pre-Engagement Period

- Hosted by Council**
 We will host a series of events across the district for early engagement conversations. These will be attended by elected members and staff.
- Externally Hosted**
 We will identify and coordinate council attendance (staff and/or elected members) at local events.



8. Risk Management

Measurement against current risk appetite:

Council currently has a low risk appetite for community and iwi relationships. This reflects a preference for minimal exposure to reputational, relational, cultural and legal risk in how we engage.

For the Long Term Plan early engagement programme, this means:

- Engagement must be genuine, not symbolic.
- Messaging must be clear, transparent and consistent.
- Iwi and key stakeholders must be approached early and appropriately.
- Known areas of contention must be anticipated and prepared for.
- Staff and elected members must be aligned on key messages before engagement begins.
- Feedback processes must be visible and credible so participants can see how their input is used.

A low risk appetite does not mean avoiding difficult conversations. It means managing them deliberately, respectfully and transparently.

RISK MANAGEMENT AND MITIGATION					
Risk	Effect	Impact	Likelihood	Rating	Mitigation
Message misinterpretation	Audiences act on the wrong information, leading to confusion or mistakes	Low	Probable	Low Risk	Use plain language, avoid jargon, test messages with a sample audience, provide visuals/examples
Misinformation spreading	False narratives gain traction, undermining trust in the organisation	Medium	Probable	High Risk	Monitor channels, respond quickly with correct information, keep FAQs updated
Low engagement/participation	Stakeholders feel excluded, consultation results are unrepresentative	Medium	Possible	Moderate Risk	Use multiple channels, schedule reminders, tailor messaging to audience groups
Timing issues (too early/too late)	Audiences miss opportunities to act, or information loses relevance	Medium	Possible	Moderate Risk	Align messaging with project milestones, set clear timelines, allow buffer time
Inconsistent messaging	Confusion and reduced credibility when people hear conflicting information	Medium	Unlikely	Moderate Risk	Develop key message sheets, brief spokespeople, establish one source of truth (e.g. website)
Jargon/technical language	Messages don't land with the public, reducing understanding and buy-in	Medium	Probable	High Risk	Translate technical terms, use infographics, provide short summaries

Information overload	Key points are missed, leading to disengagement	Medium	Possible	Moderate Risk	Prioritise main messages, stagger releases, keep updates concise
Negative public perception/backlash, including on social media	Distracts from the main message, reduces constructive engagement, damaged reputation, loss of trust, increased resistance from the public	Medium	Possible	Moderate Risk	Test the tone before release, be transparent, regular updates where needed, monitor the public sentiment, have moderation guidelines, prepare FAQs, respond calmly
Failure to identify and engage with key stakeholders	Causing misinformation, community dissatisfaction and council reputational damage	Medium	Possible	Moderate Risk	Work with the project manager/subject matter expert to identify key stakeholders, provide clear, accurate, timely and transparent communications
Leaks or premature release	Confusion if the public reacts before information is final, reputational damage	High	Rare	Low Risk	Ensure the approval process is up to date, control access to content, brief internal staff before external release
Technical failures (web/email/social media)	Audiences can't access information, damaging credibility	High	Rare	Low Risk	Pre-test platforms, have backup channels, monitor in real-time

FINAL DRAFT





Report

Date : 17 March 2026

To : Mayor and Councillors
Tararua District Council

From : Sarah Fountaine
Community Engagement Officer

Subject : **Notification of District-Wide Contestable fund Round 2 2025/2026**

Item No : **10.8**

1. Recommendation

- 1.1 *That the report from the Community Engagement Officer dated 11 March 2026 concerning the Notification of District-Wide Contestable fund Round 2 2025/2026 be received.*
- 1.2 **That the following District-wide contestable fund round 2 2025/2026 applicants be received and accepted.**

Applicant	Amount Requested	Amount Allocated
Eketahuna Rugby Football Club Incorporated	\$7,755	\$4,500
The Dannevirke and Districts Agricultural and Pastoral Association Inc.	\$7,000	\$5,000
Ruahine Ramblerz Leisure Marching Team	\$1,579	\$1,579
Woodville Art and History, Inc	\$9,100	\$4,500
DANNEVIRKE COMMUNITY PATROL	\$2,000	\$2,000
Friends of Mangatainoka-Pahiatua Cemetery	\$1,000	\$1,000

Ti Tree Point Playgroup Incorporated	\$3,429	\$2,000
Pahiatua Bowling Club Inc	\$372	\$372
Hamua Hall Board	\$1,116	\$1,116
Mr Brodie Bennett	\$1,500	\$750
Te Kete Hauora o Rangitāne	\$4,300	\$2,500
Dannevirke Gallery of History INC	\$3,798	\$1,000
Dannevirke & Districts RSA	\$600	\$600
Norsewood Promotions Inc.	\$500	\$500
The Village Hall Society	\$3,500	\$1,500
Eketahuna Radio Society	\$5,220.72	\$2,420
Dannevirke Bowling Club	\$5,500	\$1,000
Tararua REAP (Rural Education Activities Programme)	\$9,750	\$3,000
Te Tahua o Rangitane Limited	\$10,000	\$3,000
Herbertville Hall and Community Incorporated	\$6,500	\$4,500
East Coast Rural Support Trust	\$5,000	\$1,300
Bush Junior Hockey Club (Incorporated)	\$500	\$500
Dannevirke Sports Club Incorporated No.551959	\$5,000	\$3,000
Woodville Lions Club	\$10,000	\$4,000
TOTAL FUND ALLOCATED Round 2		\$51,637

Executive Summary

This report outlines the outcome of the District-Wide Contestable fund recipients finalised at the panel meeting held on 13 March 2026. 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 2 2025/2026 \$53,667, The panel has retained a small portion of funding (\$2,030.00) to allow for consideration of any urgent applications that may arise.

A total of 42 submissions were received, requesting a combined total of \$257,830.49

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 2 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.

2.3 Table 1. Outcome Successful applicants.

Applicant	Amount Requested	Amount Allocated	Notes / Conflict of Interest
Eketahuna Rugby Football Club Incorporated	\$7,755	\$4,500	Partial funding towards Kitchen appliances.
The Dannevirke and Districts Agricultural and Pastoral Association Inc.	\$7,000	\$5,000	Partial funding towards stage 1 Power upgrade to bandstand/food court area. Mayor Declared Conflict of interest and recused from deliberations and decision making.
Ruahine Ramblerz Leisure Marching Team	\$1,579	\$1,579	Funding for Ruahine Ramblerz Practices and Display Day 26/27
Woodville Art and History, Inc	\$9,100	\$4,500	Contribution towards the Gottfried Lindauer 100th celebration of Passing
DANNEVIRKE COMMUNITY PATROL	\$2,000	\$2,000	Funding for operating - Patrol Vehicle.
Friends of Mangatainoka-Pahiatua Cemetery	\$1,000	\$1,000	Full funding for the stillborn burial area
Ti Tree Point Playgroup Incorporated	\$3,429	\$2,000	Contribution towards the removal of the deer shed and blackberry
Pahiatua Bowling Club Inc	\$372	\$372	Funding towards the purchase of bowling jack.
Hamua Hall Board	\$1,116	\$1,116	Funding towards External maintenance and ongoing upkeep.
Mr Brodie Bennett	\$1,500	\$750	Travel and Representation funding.
Te Kete Hauora o Rangitāne	\$4,300	\$2,500	Contribution towards Te Kete Hauora o Rangitāne Covered Trailer. Māori Ward Councillor Declared Conflict of interest and recused from deliberations and decision-making.

Dannevirke Gallery of History INC	\$3,798	\$1,000	Contribution towards a new computer to run the new software.
Dannevirke & Districts RSA	\$600	\$600	Funding towards ANZAC Day Breakfast 25 April 2026
Norsewood Promotions Inc.	\$500	\$500	Funding towards Norsewood's Norway Day.
The Village Hall Society	\$3,500	\$1,500	Contribution towards the roof fixings replacement
Eketahuna Radio Society	\$5,220.72	\$2,420	Contribution towards Emergency Management Support Infrastructure. South Ward Councillor Declared Conflict of interest and recused from deliberations and decision-making.
Dannevirke Bowling Club	\$5,500	\$1,000	Contribution towards Property Maintenance.
Tararua REAP (Rural Education Activities Programme)	\$9,750	\$3,000	Contribution towards Tararua Enterprise Festival Mayor declared conflict of interest and recused from deliberations and decision making.
Te Tahua o Rangitane Limited	\$10,000	\$3,000	Contribution towards Digital Innovation & Business Start-Up Expo 2026
Herbertville Hall and Community Incorporated	\$6,500	\$4,500	Contribution towards Kitchen Oven and Rangehood Upgrade
East Coast Rural Support Trust	\$5,000	\$1,300	Contribution towards Tararua Rural Support Trust Ladies Lunch
Bush Junior Hockey Club (Incorporated)	\$500	\$500	Funding for Bush Junior Hockey Clinic
Dannevirke Sports Club Incorporated No.551959	\$5,000	\$3,000	Contribution towards Sporting Codes Playing Expenses - Ground Hireage
Woodville Lions Club	\$10,000	\$4,000	Contribution towards Mayor declared conflict of interest and recused from deliberations and decision making.

2.4 Table 2. Outcome of Unsuccessful applicants.

Applicant	Amount Requested	Panel Decision Notes
Mr Aidan Lyons	\$2,697	Due to the shed being erected on private land. The fund will not cover: Individual benefit.
Mana Whakatika Mana Whakarauora Consultancy Limited (MWMW Consultancy)	\$9,499.27	Due to significant pressure on available funding and lower alignment with the assessment criteria, suggest using Tararua District Council Digital spaces equipment for the event.
Te Kōhanga Reo o Taniwaka Inc.	\$25,000	Due to significant pressure on available funding and a large amount requested, suggest reapplying in future rounds once majority of

		funding has been secured.
Dannevirke Theatre Company Inc	\$8,000	Due to significant pressure on available funding and lower alignment with the assessment criteria, suggest reapplying in future rounds.
The Tararua Aquatic Community Trust	\$943	Due to Tararua District Council already supporting Tararua Aquatics Community Trust in other avenues and significant pressure on available funding.
Manawatu Alternatives to Violence Incorporated	\$10,400	The funds eligibility criteria excludes public services under central government responsibility (primary health care).
Pahiatua Railcar Society Inc	\$15,000	Due to significant pressure on available funding and a large amount requested, suggest reapplying in future rounds once majority of funding has been secured.
Kaitoki Marae Committee	\$3,000	Falls under core council responsibility to add road signs. CRM entered on behalf of applicant.
Tararua Midwives	\$5,006	The funds eligibility criteria excludes public services under central government responsibility (primary health care).
Alzheimers Manawatu	\$32,015.50	The fund eligibility criteria excludes public services under central government responsibility (primary health care).
Puketoi Young Farmers	\$5,175	Lower alignment with assessment criteria and funding priorities.
Puketoi to the Pacific Catchment Collective	\$10,000	The funds eligibility criteria excludes public services under central government responsibility (FENZ).
Friends of the Dannevirke Domain	\$4,500	The applicant received a large grant in Round 2 2024/2025. Priority has been given to new applicants.
Life Education Trust Wairarapa, Tararua and CHB	\$4,000	The fund will not cover: Public services under central government responsibility (e.g. education, primary health care) MOE
CAPE TURNAGAIN GOLF CLUB INCORPORATED	\$5,000	The applicant received a large grant in Round 2 2024/2025. Priority has been given to new applicants.
Alfredton School Board	\$5,845	The fund will not cover: Public services under central government responsibility (e.g. education, primary health care) MOE
Mr Justin Benefield	\$1,730	The fund will not cover: Private business benefit
Dannevirke Community Garden	\$5,000	Due to significant pressure on available funding and lower alignment with the assessment criteria, suggest reapplying in future rounds.

Attachments

Nil.



Report

Date : 5 March 2026
To : Mayor and Councillors
Tararua District Council
From : Allie Dunn
Manager Democracy Services
Subject : **Triennial Agreement 2025-28**
Item No : **10.9**

1. Recommendation

1.1 *That the report from the Manager Democracy Services dated 22 January 2026 concerning the Triennial Agreement 2025-28 be received.*

1.2 *That the Tararua District Council:*

- a. notes that all the signatory councils have been asked to sign the new Triennial Agreement;*
- b. endorses the Triennial Agreement attached at Attachment 1;*
- c. agrees to review the agreement annually in regard to its effectiveness;*
- d. supports the establishment of a Manawatū-Whanganui Mayoral Forum and confirms the Mayor of Tararua District as its formal representative on that Forum;*
- e. agrees to adopt the Manawatū-Whanganui Mayoral Forum's Terms of Reference;*
- f. appoints a Joint Committee (with the Region's Territorial Authorities) to be called the Climate Action Joint Committee, pursuant to clause 30(1)(b) of Schedule 7 of the Local Government Act 2002;*
- g. agrees to adopt the Climate Action Joint Committee's Terms of Reference;*
- h. appoints the Mayor of Tararua District as the Tararua District Council's representative on the Climate Action Joint Committee.*

2. Reason for the Report

2.1 The purpose of this item is to present the Triennial Agreement for endorsement.

3. Background

3.1 The Local Government Act 2002 defines the role of local authorities and places strong emphasis on building good relationships with key stakeholders and collaboration with other local authorities. To this end the Local Government Act 2002 requires that all local authorities in the region enter into a Triennial Agreement amongst themselves at the beginning of the triennium. The agreement needs to set out how the local authorities will work together for the good governance of their districts, cities and region by acting cooperatively and collaboratively.

3.2 The Triennial Agreement must be adopted by 1 March in the year following the local Council elections.

3.3 The drafting and circulation of the Triennial Agreement to the region's Councils is coordinated by the Horizons Regional Council.

4. Significance Assessment

4.1 The Council's Significance and Engagement Policy is not triggered by matters raised in this report.

5. Discussion and Considerations

5.1 The adoption of a triennial agreement between all Councils within a region is a requirement of the Local Government Act 2002.

5.2 Following on from the 2025 elections the triennial agreement was updated as necessary e.g. triennial dates, any Mayor name changes and some formatting.

5.3 The draft agreement was included in the Horizons region mayoral forum agenda for general discussion, as well as the role, chairing and resourcing of the mayoral forum. However, in light of the reform announcements, other topics of priority meant the triennial agreement discussion did not take place.

5.4 To ensure that the timelines and requirements for the signing of the agreement were met, the triennial agreement was circulated to signatory Councils as it was (other than the changes mentioned above) for Councils to sign, noting that agreement can be amended with agreement at any time during the triennial.

5.5 The agreement had been on the agenda for discussion at the Horizons region Mayoral Forum meeting scheduled for 16 February, however this meeting was postponed due to the Civil Defence activation in response to the extreme weather emergency. The discussion was postponed to the 2 March 2026 meeting, where the agreement was approved for signing.

5.6 The mechanisms primarily used to implement the agreement are proposed to continue. These being a number of Joint Committees and groups that support regional coordination and governance oversight. The Terms of Reference for the Joint Committees are included in the Appendices to the Triennial Agreement for Council's agreement.

5.7 The Mayor is the Tararua District Council's representative on the Manawatū-Whanganui Mayoral Forum, along with the Mayors of the other Councils within the Manawatū-Whanganui Region and the Chairperson of the Horizons Regional Council.

5.8 Each Council within the Manawatū-Whanganui Region is asked to appoint one of its members as its representative on the Climate Action Joint Committee.

6. Statutory Requirements

- 6.1 Sections 14(1)(e), 15 and 16 of the Local Government Act 2002 set out requirements relating to collaboration processes, with specific requirements for the adoption of a triennial agreement set out in Section 15 of the Act.
- 6.2 Section 15 of the Local Government Act 2002 states that not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement containing protocols for communication and coordination among them during the period until the next triennial general election of members. However, due to the Civil Defence activation in response to the extreme weather event in mid February, the progression of the agreement was delayed.
- 6.3 Each agreement must include a statement of the process for consultation on proposals for new regional council activities, and processes and protocols through which all the local authorities within the region can participate in identifying, delivering and funding facilities and services of significance to more than one district.
- 6.4 Schedule 1 Clause 3A(1) of the Resource Management Act 1991 also sets out requirements for the triennial agreement entered into under Section 15(1) of the Local Government Act 2002 to include an agreement on the consultation process to be used by the affected local authorities in the course of:
- Preparing a proposed policy statement or a variation to a proposed policy state;
 - Preparing a change to a policy statement; and
 - Reviewing a policy statement
- 6.5 The statutory requirements for establishing Joint Committees are set out in the Local Government Act 2002, under Schedule 7, Clauses 30 and 30A.

7. Consultation

- 7.1 There are no community consultation requirements associated with this matter. The Horizons Regional Council undertakes the coordination of seeking feedback on the proposed draft from the region's Councils prior to a final version of the Triennial Agreement being provided to the region's Councils for formal adoption.

8. Conclusion

- 8.1 The proposed triennial agreement was discussed by the region's Mayors on 2 March 2026 where it was approved for signing.
- 8.2 Should there be any proposal to amend the wording of the Triennial Agreement, the review process set out within the agreement would apply.

- 8.3 As part of the development of the triennial agreement, the re-establishment of Joint Committees and groups to support regional coordination and governance oversight is proposed. The Terms of Reference for the Joint Committees are included in the Appendices to the Triennial Agreement as required under Schedule 7, Clause 30A of the Local Government Act 2002 for Council's agreement.

Attachments

1. [FINAL 2025-2028 Triennial Agreement As At 24 October 2025](#)

TRIENNIAL AGREEMENT
Manawatū-Whanganui REGION
2025 -2028

Contents

Purpose	4
Parties	4
Working Together	4
Governance	5
Recognition of Resolutions by Joint Committee	6
Servicing and Support	6
Significant New Activities	6
Significant Facilities and Services	6
Consultation in Relation to Resource Management Act 1991 (RMA) Policy & Plans	7
Other Agreements	7
Resolving Disagreement	7
Agreement to Review	7
Statutory Requirements	8
Authority	8
Signing Page	9
Appendix One - Manawatū-Whanganui Mayoral Forum Terms of Reference	10
Statement of Purpose	10
Objectives	10
Principles	10
Powers	10
Membership	11
Election of Chair	11
Meetings	11
Quorum	11
Decision Making	11
Remuneration and Expenses	11
Standing Orders	11
Secretariat	11
Variations to this Agreement	12
Appendix Two – Climate Action Joint Committee Manawatū-Whanganui Terms of Reference	13
Statement of Purpose	13
Objectives	13
Powers	13
Decision making	14
Council decisions on the Joint Committee’s recommendations	14

Membership..... 14
Election of Co-Chairs..... 14
Remuneration and Expenses..... 14
Standing Orders..... 14
Meeting Quorum 14
Meeting Schedule..... 15
Duration..... 15
Variations to this Agreement..... 15

Purpose

The signatories are committed to working together to promote the social, economic, environmental, and cultural wellbeing of their communities—in accordance with principles of sustainable management for current and future generations, and of the Treaty of Waitangi.

The purpose of this Triennial Agreement (the Agreement) is to ensure appropriate communication, coordination and collaboration between local authorities within the Manawatū-Whanganui Region.

This Agreement is established under section 15 of the Local Government Act 2002 (LGA). It is effective until such time as it is either amended by the agreement of all parties or is renewed following the 2028 local authority elections (and no later than 1 March 2029).

Parties

The signatories to this agreement comprise *principal signatories* (those local authorities whose boundaries are completely or primarily encompassed within the Manawatū-Whanganui Region and who primarily identify with that region) and *non-primary signatories* (those local authorities whose boundaries bisect the Manawatū-Whanganui Region but whose principal identification is with another region).

Principal Signatories:

- Manawatū-Whanganui Regional Council (Horizons)
- Horowhenua District Council
- Manawatū District Council
- Palmerston North City Council
- Rangitīkei District Council
- Ruapehu District Council
- Tararua District Council
- Whanganui District Council

Non-primary Signatories:

- Stratford District Council
- Taupō District Council
- Waitomo District Council

This Agreement is binding on all local authorities of the Manawatū-Whanganui Region. It is recognised that non-primary signatories retain discretion over the extent of their involvement, in proportion to the extent to which issues and decisions under consideration affect them.

Working Together

This Agreement focuses on responding to issues and opportunities facing our communities and local environment. The parties agree to work together in good faith for the good governance and sustainable development of their local areas and the region as a whole.

Signatories to this Agreement recognise that obligations to the Treaty of Waitangi, and to provide opportunities for Māori to contribute to local decision-making, extend to regional cooperation and joint decision-making. Central Government, too, has overlapping but distinct priority areas. The parties will seek to collaborate on matters of shared interest.

The wellbeing of our communities and health of our environment are best served by local authorities working together. We face increasingly complex governance issues, many of which cannot be resolved by any one organisation acting alone. Cooperation is necessary to tackle challenges such as:

- Delivering better social outcomes for communities, through affordable housing, well-functioning urban environments, infrastructure, and transport links;
- Improving the resilience of our environment and communities to the effects of climate change;
- Improving the health of our ecosystems and waterways;
- Supporting the development of a vibrant, sustainable regional economy.

The parties value and will maintain open communication, collaboration and trust, applying a 'no surprises' policy by ensuring other parties receive early notification of significant proposals that may affect them and their communities, and of divergent views on proposed decisions before critical public announcements are made.

Collaboration and cooperation between local authorities can yield administrative efficiencies, allowing for better use of available resources and more effective community participation. The parties undertake to work together toward common priorities and community outcomes, and making efficient use of resources, in accordance with LGA s14(1)(e).

While collaboration and cooperation are desirable, the region's communities and landscapes are diverse, and each local authority has the legislative mandate to govern its own area as appropriate.

Governance

The primary mechanism to implement this Agreement is the Manawatū-Whanganui Mayoral Forum (the Mayoral Forum), comprised of the region's Mayors and the Chair of Horizons Regional Council. The Forum will meet quarterly and operate in accordance with its agreed terms of reference, which are attached at Appendix One.

The Manawatū-Whanganui Mayoral Forum will:

- Provide governance oversight of our response to regionally significant challenges;
- Promote understanding and alignment of effort across councils, with central government, and with tangata whenua;
- Advocate for the interests of the region, its councils and communities.

The Mayoral Forum will be supported by the Manawatū-Whanganui Chief Executives Forum.

The Chief Executives Forum will:

- Identify and escalate to the Mayoral Forum strategic issues and opportunities for collaboration;
- Report to the Mayoral Forum on the delivery of its agreed actions, work programmes or collaborative projects.

Other groups will support regional coordination:

- The Climate Action Joint Committee is to continue. Terms of Reference are attached at Appendix Two.

- Regional Transport Committee is to continue, as required by s105(2) of the Land Transport Management Act 2003.
- For the avoidance of doubt, Manawatū-Whanganui Civil Defence and Emergency Management Group will continue, as required by s12 of the Civil Defence Emergency Management Act 2002.
- The Accelerate 35 (A35) Lead Team will continue to progress regional economic development.
- The Regional Leadership Group, convened by the Ministry for Social Development, will bring together senior officials from central and local government, tangata whenua, and other community groups with a focus on social wellbeing, health, and education.

These arrangements complement other mechanisms for inter-council collaboration, such as Local Government New Zealand, Taituarā, the Association of Local Government Information Management, the Institute of Public Works Engineering Australasia, the Local Authorities Public Relations Network, and the Manawatū-Whanganui Local Area Shared Services CCO (MWLASS).

Recognition of Resolutions by Joint Committee

Within the parameters set through legislation – and acknowledging each local authority’s mandate to govern in its own area – the parties agree to:

- Have particular regard to resolutions made by joint committees in developing policies, determining priorities, and allocating resource;
- Progress to the fullest possible extent actions identified through joint planning and decision-making arrangements.

Servicing and Support

Horizons will host a permanent secretariat to support the Manawatū-Whanganui Mayoral Forum. The secretariat will be funded jointly by participating councils.

Significant New Activities

When a party is considering a major policy initiative or proposal that may have implications for other parties, and unless such disclosure is inconsistent with the Local Government Official Information and Meetings Act 1987 or commercial confidences precludes such disclosure, they will give early notification to the affected parties and share the information with the Mayoral Forum and the Chief Executives Forum.

Horizons Regional Council will provide early advice to the Chief Executives Forum and the Mayoral Forum of any significant new regional council activity, in addition to other requirements specified in LGA s16.

Significant Facilities and Services

The Mayoral Forum and Chief Executives Forum may from time to time explore options for identifying, delivering and funding facilities and services of significance to more than one district. Any Party to this Agreement may raise these issues for consideration.

Consultation in Relation to Resource Management Act 1991 (RMA) Policy & Plans

The following consultation process will apply to the preparation of a new, or change, variation, or review of an existing, regional policy statement, regional plan or district plan by a local authority in the Region:

- The Regional Council will seek the input of territorial authorities, and vice-versa, for the preparation or review of the regional policy statement, or regional or district plan.
- For the regional policy statement or a regional plan, the Regional Council will make the draft version available to all territorial authorities in the Region for discussion and development.
- The parties to this Agreement acknowledge their obligation to act in accordance with the principles of consultation set out in LGA s82.

In addition, the parties agree to cooperate in implementing national policy statements, to ensure alignment of regional and district policies and plans, as well as efficiency of process. The parties undertake to report, through Chief Executives, to the Mayoral Forum on opportunities to share information, jointly commission advice, or otherwise pool effort in order to give effect to national direction within appropriate timeframes and in a practicable way.

Other Agreements

This Agreement does not prevent the Parties from entering into other agreements among themselves or outside the Manawatū-Whanganui region. Any other such agreement should not, however, be contrary to this Agreement.

Resolving Disagreement

All parties to this Agreement are committed to working strenuously, in good faith, to resolve any disagreements that may arise in relation to its application. Where a party has a significant disagreement with the position of the others, all parties will make every effort to accommodate, acknowledge or at least fairly represent the dissenting view.

In the event of a disagreement over the actions taken to give effect to this Agreement that cannot be successfully resolved by affected parties, the parties agree to refer the issue of disagreement to mediation. Should agreement on a mediator not be possible, a mediator will be appointed by the president of the Manawatū Branch of the Law Society. If mediation is unsuccessful, any of the local authorities affected may ask the Minister of Local Government to make a binding decision on the proposal. The cost of mediation will be met equally by the parties that have agreed to the mediation.

Agreement to Review

This Agreement remains in force until local authorities ratify a new agreement.

Any party may request an amendment to this Agreement by writing to the Chair of the Mayoral Forum at least two weeks before a regular quarterly meeting of the Forum. The Mayoral Forum will review the Agreement no later than the final meeting before triennial local body elections and recommend any changes to the incoming councils.

Any agreed amendment will be referred to each local authority for ratification. No amendment to this Agreement has effect until signed by all parties.

Statutory Requirements

This document is deemed to duly constitute fulfilment of section 14(1)(e), 15 and 16 of the LGA, and Schedule 1 Clause 3A(1) of the RMA.

Authority

This Agreement is signed by the following on behalf of their respective authorities.

Signing Page

This Agreement is signed by the following on behalf of their respective authorities.

Council	Role / Name	Signature	Date
Horizons Regional Council	Nikki Riley Chairperson		
Horowhenua District Council	Bernie Wanden Mayor		
Manawatu District Council	Michael Ford Mayor		
Palmerston North City Council	Grant Smith Mayor		
Rangitikei District Council	Andy Watson Mayor		
Ruapehu District Council	Weston Kirton Mayor		
Stratford District Council	Neil Volzke Mayor		
Tararua District Council	Scott Gilmore Mayor		
Taupō District Council	John Funnell Mayor		
Waitomo District Council	John Robertson Mayor		
Whanganui District Council	Andrew Tripe Mayor		

Appendix One - Manawatū-Whanganui Mayoral Forum Terms of Reference

Statement of Purpose

The purpose of the Manawatū-Whanganui Mayoral Forum is to support effective leadership on shared priorities and matters of importance to the region's communities.

Objectives

The Manawatū-Whanganui Mayoral Forum has the following objectives:

- To enable Manawatū-Whanganui councils to work more collaboratively in response to regionally significant challenges and opportunities;
- To provide a forum for engagement between councils, central government, tangata whenua, and other leaders in the region;
- To explore, with iwi and hapū, how governance relationships might be further progressed in future;
- To provide a collective voice to advocate for and raise the profile of these issues and opportunities;
- To increase the effectiveness of local government in meeting the needs of Manawatū-Whanganui communities;
- To develop and implement programmes (including joint plans where appropriate), which are responsive to the needs and expectations of the community; and
- To prepare for institutional changes, such as joint planning arrangements, and oversee preliminary work to inform joint strategies and plans.

Principles

In pursuit of these objectives the Manawatū-Whanganui Mayoral Forum will observe the following principles:

- Establish and maintain close liaison with other local government networks to ensure as far as possible the pursuit of common objectives and the minimisation of duplication;
- Establish and maintain close liaison with Ministers of the Crown and local Members of Parliament;
- Recognise that obligations to the Treaty of Waitangi, and opportunities for Māori to contribute to local decision-making, extend to regional cooperation and joint decision-making;
- Work towards shared positions on issues of mutual concern, formalising these through letters of support, submissions and/or public statements as appropriate;
- Exercise its functions with due regard to the tangata whenua and cultural diversity of the community;
- Establish processes for reporting back to its respective councils and communities.

Powers

The Manawatū-Whanganui Mayoral Forum shall have the power to:

- Make submissions and undertake advocacy to external organisations on matters germane to the Committee's objectives;
- Engage with key agencies and neighbouring regions on matters relating to the Committee's objectives;
- Recommend to the parties actions that materially contribute to attainment of the Committee's objectives.

Membership

Membership shall be open to the eight councils wholly or primarily within the Manawatū-Whanganui Region (Horowhenua District Council, Manawatū District Council, Palmerston North City Council, Rangitīkei District Council, Ruapehu District Council, Tararua District Council, Whanganui District Council, Manawatū-Whanganui Regional Council (Horizons)).

Each member council shall be represented by its Mayor (or Chair in the case of the Regional Council) and supported by its Chief Executive. On occasions where the Mayor or Chair cannot attend, a council may be represented by its Deputy Mayor or Chair.

The Mayoral Forum will have the power to co-opt other members on a permanent and/or issues basis.

Election of Chair

The Manawatū-Whanganui Mayoral Forum shall select a Chair and Deputy Chair at the first meeting immediately following the Triennial Elections. These appointments may be reviewed after a period of 18 months.

The Chair selected will preside at all meetings of the Mayoral Forum.

The Mayoral Forum may appoint spokespersons from its membership for issues being considered, in which case each member council agrees to refer all requests for information and documents to the duly appointed spokespersons.

Meetings

Meetings will be held quarterly at Regional House in Palmerston North, unless otherwise advised.

Special meetings may be called at the request of members.

The secretariat will prepare an agenda for Mayoral Forum meetings in consultation with the Chair and the Chief Executives Forum.

Agendas for meetings will be issued and minutes will be taken and circulated.

Quorum

The quorum will consist of four members (half the number of members including vacancies).

Meetings may be held in person or by other means (such as audiovisual link) as the Committee agrees and where permissible under New Zealand law and the standing orders of the parties.

Decision Making

The practice of the Forum will be to determine issues before it by consensus.

If the consensus is to determine issues by voting, the determination shall be determined by a majority of votes of members attending the meeting.

Remuneration and Expenses

Each party shall be responsible for remunerating its representative on the Committee.

Standing Orders

The Committee shall apply the standing orders of Manawatū-Whanganui Regional Council.

Secretariat

The Manawatū-Whanganui Mayoral Forum will appoint Manawatū-Whanganui Regional Council to carry out the secretariat function on such terms and conditions as it shall decide for the discharge of duties, including the taking of minutes and the keeping of any books and accounts and attending to any other business of the forum.

Variations to this Agreement

Amendments to this agreement may be required from time to time. Changes will be approved by the parties, on the recommendation of the Mayoral Forum.

Appendix Two – Climate Action Joint Committee Manawatū-Whanganui Terms of Reference

Statement of Purpose

The purpose of the Climate Action Joint Committee (CAJC) is to support a coordinated response to climate change across the Councils and communities of the Manawatū-Whanganui Region. It is established in accordance with Section 7, clauses 30 and 30A of the Local Government Act 2002.

Objectives

The Climate Action Joint Committee's operating objectives are to:

- Collaborate on action to build organisational, community, and regional resilience in the face of climate change;
- Make use of available environmental, social, cultural and economic research, skills and capabilities to leverage opportunities and mitigate the impacts of climate change;
- Develop a climate action plan, including recommended actions for councils to contribute to mitigation of greenhouse gas emissions and to support community resilience to the effects of climate change;
- Work collectively as a region to engage with central government, including any actions to deliver on responsibilities under the National Adaptation Plan and Emissions Reduction Plan, and to support a Just Transition for our region;
- Promote consistent and effective leadership, advocacy, communication and engagement on climate change issues to enable individual and collaborative action;
- Champion the integration of partner strategies, programmes, and plans and encourage partnerships with iwi and others in central and local government, health, education, youth, NGOs and business;
- Oversee implementation of agreed joint projects;
- Share climate change evidence and guidance to inform Council work programmes and support explicit consideration of climate change impacts in decisions; and
- Monitor and report annually on implementation of the joint action plan.

Powers

The Climate Action Joint Committee does not have the power to legally bind any Council to any act or decision, unless that act or decision has been agreed to by decision of that council.

Within that context, the parties agree to:

- Have particular regard to the recommendations of the Committee in developing policies, determining priorities, and allocating resource;
- Progress, to the fullest possible extent, actions identified through joint planning and decision-making arrangements.

The Climate Action Joint Committee shall have the power to:

- Receive regular monitoring reports and presentations on the matters relevant to the Committee's objectives;
- Develop, adopt, and progress a joint climate action plan;
- Make submissions and undertake advocacy to external organisations on matters germane to the Committee's objectives;
- Engage with key agencies and neighbouring regions on matters relating to the Committee's objectives;
- Recommend to the parties actions that materially contribute to attainment of the Committee's objectives;
- Receive any grant or subsidy;

- Receive financial contributions from member authorities, as may be mutually determined and acceptable to individual local authorities; and
- Determine and make payments from its funds for any or all of the purposes of its objects.

Decision making

The practice of the forum will be to determine issues before it by consensus.

If the consensus is to determine issues by voting, the determination shall be determined by a majority of votes of members attending the meeting.

Council decisions on the Joint Committee's recommendations

Where a Council makes specific decisions on the Climate Action Joint Committee's recommendations, these will be reported to the Joint Committee by its delegate. Where the decision is materially different from the Joint Committee's recommendation the report will set out the reasons for that decision.

Membership

The Committee consists of the following members:

- The Mayor/Chair or designated delegate of each local authority within the Manawatū-Whanganui Region (total 8 members); and
- Up to eight non-Councillor members, to represent the views of Tangata Whenua. These appointments will be made by Horizons (HRC) on the recommendation of iwi leaders, taking into consideration their skills, attributes or knowledge that will assist the work of the Committee.

This Committee may invite advisors to attend relevant portions of the Committee's business.

Election of Co-Chairs

The committee will elect Co-Chairs by the system described in clause 25(4) Schedule 7 of the Local Government Act 2002.

The governance group will have two Co-Chairs:

- A Councillor member of the group; and
- A Tangata Whenua member of the group.

Each Co-Chair shall preside on an alternate basis. If a Co-Chair is absent from a meeting at which they are scheduled to be the presiding member, the other Co-Chair shall preside at the meeting.

Remuneration and Expenses

Each party shall be responsible for remunerating its representative on the Committee.

Tangata Whenua members shall be eligible for compensation for joint committee activity including travel and attendance at meetings.

Standing Orders

The Committee shall apply the standing orders of Manawatū-Whanganui Regional Council.

Meeting Quorum

The quorum will consist of:

- Half of the members present (in-person or on-line) if the number of members (including vacancies) is an even number; or
- A majority of members present (in-person or on-line) if the number of members (including vacancies) is an odd number.

Non-elected positions to which no appointment has been made are not considered to be vacancies for the purposes of forming a quorum.

Meetings may be held in person or by other means (such as audio visual link) as the Committee agrees where permissible under New Zealand law and the standing orders of the parties.

Meeting Schedule

The Committee will sit at least twice each year.

Special meetings may be called at the request of members.

Agendas for meetings will be issued and minutes will be taken and circulated.

Approved minutes and approved final reports and papers will be made available via Horizons' website.

Duration

In accordance with clause 30(7) of Schedule 7 of the Local Government Act 2002, the Climate Action Joint Committee is not to be discharged following each triennial local government election.

Variations to this Agreement

Amendments to this agreement may be required from time to time. Changes will be approved by the parties, on the recommendation of the Climate Action Joint Committee.



Report

Date : 19 March 2026

To : Mayor and Councillors
Tararua District Council

From : Allie Dunn
Manager - Democracy Services

Subject : **Appointment of Directors to Council Organisations and Council Controlled Organisations Policy**

Item No : **10.10**

1. Recommendation

- 1.1 *That the report from the Manager - Democracy Services dated 02 March 2026 concerning the Appointment of Directors to Council Organisations and Council Controlled Organisations Policy be received.*
- 1.2 *That the Appointment of Directors to Council Organisations and Council Controlled Organisations Policy be adopted.*
- 1.3 *That the Chief Executive be delegated authority to approve any final edits to the Appointment of Directors to Council Organisations and Council-Controlled Organisations Policy, before publication.*

2. Reason for the Report

- 2.1 To present a draft Appointment of Directors to Council Organisations and Council Controlled Organisations policy for adoption.

3. Background

- 3.1 Under Part 1 of the Local Government Act 2002, Councils have governance responsibilities for three categories of organisations: Council Organisations (COs), Council Controlled Organisations (CCOs), and Council-Controlled Trading

Organisations (CCTOs). These responsibilities include the appointment and remuneration of directors and trustees.

- 3.2 Section 57 of the Local Government Act 2002 requires councils to adopt a policy that sets out an objective and transparent process for identifying the skills, knowledge, and experience required of directors or trustees, and for making decisions on their appointment and remuneration.
- 3.3 In meeting these obligations, Council must also consider whether knowledge of tikanga Māori is relevant to the governance of a Council-Controlled Organisation, reflecting its statutory responsibilities under Te Tiriti o Waitangi.
- 3.4 The Tararua District Council adopted a policy on the appointment of directors to Council Organisations in June 2003. A copy of the policy is appended to this report. It is proposed that this policy is replaced by a policy that covers appointment and remuneration of directors to Council Organisations, Council-Controlled Organisations and Council-Controlled Trading Organisations.
- 3.5 The proposed Appointment of Directors and Remuneration Policy ensures alignment with legislative requirements, the Institute of Directors' governance best practice principles, and Council's commitment to strengthening community wellbeing through effective governance of its organisations.

4. Discussion and Options Considered

- 4.1 The Local Government Act 2002 requires Councils to adopt a policy on the appointment of directors to Council Organisations (COs) and Council-Controlled Organisations (CCOs), including Council-Controlled Trading Organisations (CCTOs).
- 4.2 While Tararua District Council has had a policy on appointment of directors to Council Organisations since 2003, the policy requires review to ensure alignment with legislative requirements, governance best practice, and to include a process for appointment of directors to Council-Controlled Organisations and Council-Controlled Trading Organisations as well.
- 4.3 The proposed policy includes transparent and objective processes for appointment and remuneration of directors.
- 4.4 The new Wairarapa-Tararua water company will be legally established by 1 July 2026 and this company will be owned by the Tararua, Masterton, Carterton and South-Wairarapa councils. The company will be deemed to be a Council-Controlled Organisation under section 6(1AAB) of the Local Government Act 2002.
- 4.5 Council needs to adopt a policy for the appointment of directors to a Council-Controlled Organisation prior to appointing directors to the company.
- 4.6 It is proposed that the Council gives delegation to the Chief Executive to approve any final edits to the Appointment of Directors to Council Organisations and Council-Controlled Organisations Policy, before publication. This will enable the

Chief Executive to make any final editorial changes for clarity, accuracy, or formatting, avoiding unnecessary delays in implementation.

5. Significance and Engagement Policy

5.1 Adoption of the Policy on Appointment of Directors to Council Organisations has been assessed under Council's Significance and Engagement Policy, and as the proposal to adopt this Policy does not meet the criteria for significance, the requirement to consult or engage is not triggered. While the policy guides important governance processes, it is a legislative compliance and governance matter, and its direct impact is limited to organisations as defined under Section 6 of the Local Government Act 2002. Adoption of the policy does not trigger a Special Consultative Procedure under section 83 of the Local Government Act 2002. This falls within the type of decisions where Council will not normally consult, and accordingly no public engagement is required. Council has had regard to the decision-making provisions of sections 76-82 of the Local Government Act 2002.

6. Statutory Requirements

6.1 Section 57 of the Local Government Act 2002 requires all councils to adopt a policy on the appointment of directors to Council Organisations, Council-Controlled Organisations, and Council-Controlled Trading Organisations. This policy fulfils this statutory requirement.

7. Next steps

7.1 Following adoption of Appointment of Directors to Council Organisations and Council Controlled Organisations Policy, any amendments requested by Council will be made and then the finalised policy will be published on Council's website.

7.2 The revised framework will be applied in future director and trustee appointment and remuneration processes.

7.3 The policy will be subject to regular review to ensure currency with best practice and any legislative amendments.

8. Conclusion

8.1 The Appointment of Directors to Council Organisations and Council Controlled Organisations Policy is a legislative requirement and must be in place prior to a council appointing directors to a Council Organisation or Council Controlled Organisation.

8.2 Staff have reviewed Council's existing policy from 2003 against legislative compliance requirements and in the context that Council will shortly be a joint owner of the Wairarapa Tararua Water company, which will be deemed a Council Controlled Organisation. Having previously never required a policy which included

Council Controlled Organisations, it is appropriate now to adopt the draft policy which includes appointment of directors to both types of entity.

Attachments

1. [Policy - Appointment and Remuneration of Directors of Council Organisations - June 2003](#)
2. [Appointment of Directors to Council Organisations and Council-Controlled Organisations Policy](#)



Policy: Appointment & Remuneration of Directors of Council Organisations

Policy Owner: Peter Wimsett

Policy Expert: [Click here to enter text.](#)

Policy Administrator: [Click here to enter text.](#)

Policy Created: Wednesday, 11 June 2003

Review Frequency: Choose an item.

Electronic Version: D17/8245

Council Adopted: Wednesday, 25 June 2003

Signed by Chief Executive _____ **Date** _____

Review History

Next Review: _____ Review Completed: _____
Reviewed By: _____ Highlighted / Tracked / No Changes
Highlighted or tracked changes to be attached.

Next Review: _____ Review Completed: _____
Reviewed By: _____ Highlighted / Tracked / No Changes
Highlighted or tracked changes to be attached.

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info@tararua.govt.nz



Policy: Appointment & Remuneration of Directors of Council Organisations

Introduction

The Tararua District Council either owns or has an interest in a number of council organisations (Cos).

A council organisation is defined in the Local Government Act 2002 as –

- (a) a company –
 - i) In which equity securities carrying voting rights at a meeting of the shareholders of the company are –
 - a) Held by one or more local authorities; or
 - b) Controlled, directly or indirectly, by one or more local authorities; or
 - ii) In which one or more local authorities have the right, directly or indirectly, to appoint one or more of the directors (however described) of the organisation; or
- (b) An organisation in respect of which one or more local authorities have, whether or not jointly with other local authorities or person –
 - i) Control, directly or indirectly, of one or more of the votes at any meeting of the members or controlling body of the organisation; or
 - ii) The right, directly or indirectly, to appoint one or more of the trustees, directors, or managers (however described) of the organisation.

The Local Government Act 2002 requires that the council may appoint a person to a directorship of council organisations only if the council considers the person has the skills, knowledge and experience to:

- Guide the organisation given the nature and scope of its activities
- Contribute to the achievement of the objectives of the organisation

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The council is required to adopt a policy setting out an objective and transparent process for identifying and considering the skills required of a CO director, and appointing the directors of COs.

In this context, the definition of a Director includes a Trustee, or other position of control or management of a company.

Skills, knowledge and experience

The council considers that any person that it appoints to be a director of a CO should, as a minimum, have the following skills:

- Intellectual ability
- An understanding of governance issues
- Either business experience or other experience that is relevant to the activities of the organisation (or both)
- Sound judgement
- The ability to work as a member of a team
- An understanding of the wider issues of a publicly-accountable shareholder

Appointment process

When vacancies arise in any CO, except those that are subsidiaries of TDC Holdings Limited (TDCHL), the council will follow the following process for appointing directors.

The council will decide in open council whether to advertise a particular vacancy or make an appointment without advertisement. When making this decision the council will consider:

- The costs of any advertising and process
- The availability of qualified candidates
- The urgency of the appointment (eg a CO that is without a quorum cannot hold meetings)

When vacancies arise in CO's that are subsidiaries of TDCHL, the directors of TDCHL will be responsible for the appointment, having regard to the appropriate sections of the Act.

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Appointment by advertisement

Where the council decides to advertise a vacancy, it will form an ad hoc committee to consider applications and make a recommendation to the council. The Mayor, or a councillor nominated by the Mayor, will chair the committee.

A shortlist of candidates will be prepared.

The shortlisted candidates will be interviewed by the ad hoc committee and the committee will report to council on each of the shortlisted candidates. The committee may make a recommendation if it wishes to do so.

The Council will make a decision in committee (thus protecting the privacy of natural persons). Public announcement of the appointment will be made as soon as practicable after the council has made its decision.

Where the Council decides to appoint a Councillor to fill a vacancy, the process of advertising the vacancy will be made by ordinary resolution of Council.

Appointment without advertisement

Where the council decides to not to advertise a particular vacancy it will consider the appointment at its next scheduled meeting in-committee (thus protecting the privacy of natural persons).

Exclusion from discussions and from voting

An elected member who is under consideration to fill a particular vacancy may not take part in the discussion or vote on that appointment.

Conflicts of interest

Tararua District Council expects that directors of council organisations will avoid situations where their actions could give rise to a conflict of interest.

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Where the organisation is a CCTO, the Council requires directors to follow the provisions of the New Zealand Institute of Directors' Code of Ethics. All directors are appointed 'at the pleasure of the council' and may be dismissed for breaches of this code.

It is Council policy not to appoint elected representative or staff to Council Controlled Trading organisations.

Remuneration

Remuneration of directors of council organisation is a matter of public interest.

In the case of TDC Holdings Limited, Council will set directors' remuneration by resolution at the annual general meeting of the holding company.

In the case of subsidiaries of TDC Holdings Limited, the directors of the holding company will set directors' remuneration by resolution at an annual general meeting.

In considering an appropriate level of remuneration the following factors will be considered:

- The need to attract and retain appropriately qualified people to be directors of the CO
- The levels and movement of salaries in comparable organisations (the council will retain professional advice on salary levels and movements)
- The purpose of the CO
- The past performance of the CO
- Whether the CO is operating as a trading undertaking
- The financial situation of the CO.

In cases where the council cannot exercise direct control, such as in an organisation where it is one stakeholder among many, it will conduct its own monitoring of the above factors.

Her Worship/Cr Swenson

Carried

Date: 25 June 2003

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Appointment of Directors to Council Organisations and Council-Controlled Organisations

Contents

1. Purpose	2
2. Policy Context	2
3. Scope.....	3
4. Skills	3
5. Eligibility for Appointment.....	4
6. Determining Appointment Process.....	4
6.1. General Process.....	4
6.2. Reappointments.....	4
6.3. New appointments.....	4
7. Implementing Recruitment and Selection	5
Appointment by advertisement	5
Appointment panel	5
Electoral College.....	Error! Bookmark not defined.
8. Pre-Appointment Checks	5
9. Removal of Trustees.....	5
10. Appointment of Chair	6
11. Remuneration	6
12. Schedule A - TDC COs and CCOs under this policy	7
13. Schedule B - TDC COs and CCOs Trustee recruitment and Remuneration review frequency .	Error! Bookmark not defined.
14. Document Record.....	0

<p style="text-align: center; font-weight: bold; font-size: 1.2em;">PONO</p> <p style="text-align: center; font-size: 0.8em;">Integrity through transparency, trust and accountability</p> <p style="text-align: center; font-size: 0.8em;">Integrity through standing up for what's right</p> <p style="text-align: center; font-size: 0.8em;">Integrity through respect for our communities, environment and cultures</p> <div style="text-align: center; font-size: 2em; margin-top: 20px;">  </div>	<p style="text-align: center; font-weight: bold; font-size: 1.2em;">WHANAUNGATANGA</p> <p style="text-align: center; font-size: 0.8em;">One team who unites behind a shared vision</p> <p style="text-align: center; font-size: 0.8em;">One team who is respectful and considerate to all</p> <p style="text-align: center; font-size: 0.8em;">One team who encourages each other to succeed and excel</p> <div style="text-align: center; font-size: 2em; margin-top: 20px;">  </div>	<p style="text-align: center; font-weight: bold; font-size: 1.2em;">WHANAKE</p> <p style="text-align: center; font-size: 0.8em;">We will continue to evolve, adapting to our ever-changing environment</p> <p style="text-align: center; font-size: 0.8em;">We will continue to evolve, steering our waka in the right direction</p> <p style="text-align: center; font-size: 0.8em;">We will continue to evolve, leading our communities into a better future</p> <div style="text-align: center; font-size: 2em; margin-top: 20px;">  </div>
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1. Purpose

- 1.1. Under Part 1 of the Local Government Act 2002 (LGA), local authorities have governance responsibilities for two types of organisations:
 - (a) Council Organisations (COs) – where one or more local authorities control one or more voting rights, or have the right to appoint one or more directors.
 - (b) Council-Controlled organisations (CCOs) – where one or more local authorities control 50% or more of the voting rights, or have the right to appoint 50% or more of the directors.
- 1.2. For the purpose of this policy, the terms “director” or “trustee” refer collectively to any individual appointed to the governing body of a CO or CCO, including those referred to as Board members, or office holders, regardless of their specific title.
- 1.3. This policy sets out Tararua District Council’s approach to the appointment, removal, and remuneration of directors and trustees to its COs and CCOs. It is designed to ensure appointments are made in accordance with legislative requirements, good governance practice, and the Council’s strategic objectives. A full list of the organisations covered by this policy and its application is provided in Schedule 1.

2. Policy Context

- 2.1. Section 57 of the LGA requires local authorities to adopt a policy that sets out an objective and transparent process for:
 - Identifying and considering the skills, knowledge, and experience required of directors or trustees of a CO or CCO; and
 - Appointment and remuneration of those directors and trustees.
- 2.2. Under section 57(2) of the LGA, a person may be appointed to a CO or CCO Board only if the Council considers that they have the skills, knowledge, and experience necessary to guide the organisation, given its nature and scope, and to contribute to the achievement of its objectives.
- 2.3. Section 57(3) further requires the Council, when identifying the skills, knowledge, and experience required for a CCO appointment, to consider whether knowledge of tikanga Māori is relevant to the governance of that organisation.
- 2.4. The specific skills and attributes sought by the Council are set out in section 4 of this policy.
- 2.5. This policy also reflects Council’s broader commitment to principles of good governance, drawing on the Institute of Directors’ Four Pillars of Governance Best Practice for New Zealand Directors.
- 2.6. The Boards’ own governance policies should also reflect and align with these principles.



3. Scope

This policy applies to the COs and CCOs as detailed in the Schedule to this policy.

4. Skills

- 4.1. Tararua District Council values and supports the benefits that diversity of thought, experience and skills bring to our CO and CCO Boards. We recognise that increasing diversity and fostering inclusive Board culture is an essential element in supporting high performing Boards, driving long-term success and delivering better outcomes for the communities of the Tararua district.
- 4.2. Council considers that any person it appoints to be a director of a CO or CCO should have the following attributes:
 - (a) A sound understanding of governance principles and responsibilities;
 - (b) validated business experience or other experience that is relevant to the activities of the organisation;
 - (c) sound judgment including risk assessment and contingency management;
 - (d) a high standard of personal integrity;
 - (e) an understanding and commitment to Council's obligation to Te Tiriti o Waitangi;
 - (f) the ability to work as a member of a governance team; and
 - (g) commitment to the wider public interest.
- 4.3. When considering appointments, Council will assess the existing skills matrix of the Board to identify any gaps or areas requiring strengthening, ensuring that appointments complement current capabilities and align with Council and the organisation's future needs. A skills matrix typically includes:
 - Governance experience;
 - Strategy acuity;
 - Financial management;
 - Legal expertise;
 - Competence in Te Tiriti o Waitangi obligations and application;
 - Risk management;
 - Health, safety and compliance;
 - Digital capability;
 - Communication and marketing; and
 - Specialist knowledge.

5. Eligibility for Appointment

5.1. The Council has a responsibility to monitor the performance of its COs and CCOs. Accordingly:

Elected Members of the Council should not be appointed to the Boards of COs or CCOs unless there is need to meet a statutory requirement. Any such appointment must be supported by a Council resolution detailing the rationale.

Council Officers are not eligible for appointment unless the nature of the appointment specifically requires it. Any such appointment must be supported by a Council resolution detailing the rationale, for example, the Local Government Funding Agency requires Board members to be officers of a local authority.

Board Independence is expected. Appointed Board members must not be employees of the organisation. If a Board member is temporarily engaged to fill a staff vacancy, they must stand down from the Board while doing so. Permanent employment by the organisation requires the employee to resign their position before starting their permanent role.

6. Determining Appointment Process

6.1. General Process

- (a) When a vacancy arises, Council will advertise the vacancy unless it decides to reappoint an existing Board member and that must be approved at the Council meeting as described below.
- (b) Council will determine how to fill the vacancy at a meeting held in public-excluded session (to protect the privacy of natural persons). At that meeting, Council will decide whether to:
 - Reappoint an existing Board member;
 - Advertise the vacancy; or
 - Leave the vacancy unfilled (where appropriate).

6.2. Reappointments

In the case of a reappointment, Council will consider the individual's availability, the recommendation of the Board Chair, their contribution to the organisation's purpose, alignment with required skills, and any term limits set in the founding document.

Note: it is the expectation that the Board Chair would have first discussed the reappointment of an existing Board member with the Board, and referred to the skills matrix, before making a recommendation to Council.

6.3. New appointments

For new appointments, Council will take into account the recommendation from the recruitment committee or panel, the cost of advertising and recruitment, the availability of qualified candidates, and the urgency of filling the vacancy. In particular, Council notes that an organisation, CO or CCO without a quorum of directors is unable to make binding decisions.

7. Implementing Recruitment and Selection

Appointment by advertisement

- 7.1. When a vacancy is advertised, Council will ensure the process aligns with the skills required and available budget. Advertising may include:
- (a) Local media;
 - (b) Council and third-party websites;
 - (c) Social media; and
 - (d) Professional networks (e.g. Institute of Directors, Appoint Better Boards, LinkedIn, Seek, Trade Me Jobs).
- 7.2. Applications will be reviewed by an Appointment Panel.

Appointment panel

- 7.3. The Appointment Panel will be chaired by the Mayor (or a councillor nominated by the Mayor) and include two to four representatives, which may include councillors, trustees, council officers, and other relevant stakeholders. The current Chair or a Board member, may be invited to form part of the Appointment Panel.
- 7.4. The panel is confirmed by the Mayor and the relevant council officer responsible for the CO or CCO. After shortlisting, the panel will conduct interviews, carry out reference checks, and make a recommendation to Council. The final decision on appointments rests with Council and must be made by formal resolution.

8. Pre-Appointment Checks

- 8.1. Candidates must consent to a police check, provide two referees, and declare any relevant interests. Where a potential conflict of interest is identified, the Appointment Panel must be satisfied that it can be managed appropriately.
- 8.2. Appointments are confirmed by Council resolution in a public-excluded meeting, with a public announcement made as soon as practicable after the Council meeting if the Council approves the appointment.

9. Removal of Trustees

- 9.1. Council appointed trustees hold office at the pleasure of the Council and may be removed at any time by Council resolution.
- 9.2. Grounds for removal include:
- (a) Regular absence from Board meetings without justification.
 - (b) Lack of confidence of either the Board or the Council.

- (c) Breach of ethical standards. The Council requires directors to follow the current provisions of the New Zealand Institute of Directors Code of Ethics (<http://www.iod.org.nz/>).
 - (d) Acting against the best interests of the organisation.
 - (e) Breaching the confidence of the Board (e.g. speaking publicly on Board matters without authorisation).
 - (f) Failing to uphold collective responsibility.
 - (g) Disqualification under section 151(2) of the Companies Act 1993.
- 9.3. Concerns should be addressed by the Board in the first instance. The Board may then recommend removal to Council. No compensation will be paid to removed members.

10. Appointment of Chair

- 10.1. Where required, Council will appoint the Chair from among the existing Board members.
- 10.2. Council may request a recommendation from the Board.
- 10.3. Appointments are made by Council resolution, typically for a term of up to three years.
- 10.4. Where the Chair is unable to fulfil their responsibilities effectively, Council retains the authority to review and, if necessary, address the Chair's position in accordance with the organisation's founding document, constitution, or charter.
- 10.5. Chairs of COs and CCOs with significant assets are expected to identify and mentor potential successors to support effective leadership transitions.

11. Remuneration

- 11.1. Council will determine whether directors or trustees are to be remunerated. As remuneration is a matter of public interest, it will be guided by the following factors:
 - (a) The need to attract and retain appropriately qualified individuals;
 - (b) the skills, expertise, and specialisation required;
 - (c) remuneration levels and trends in comparable organisations (Council will obtain independent advice at least every three years for roles remunerated over \$3,000 p.a. to ensure remuneration is proportionate and financially responsible);
 - (d) the size and scale of the organisation (e.g. turnover, assets, staffing);
 - (e) the complexity of operations and decisions required;
 - (f) the level of accountability and reputational risk; and
 - (g) Council's affordability and whether the organisation operates on a charitable basis.



12. Schedule A – Tararua District Council COs and CCOs under this policy

12.1. Council Organisations

12.2. Council-Controlled Organisations

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13. Document Record

Change	Made By	Date	Version



Dannevirke Service Centre
26 Gordon Street, Dannevirke
PO Box 115, Dannevirke 4942
Monday - Friday
8:00am - 5:00pm
Phone: 06 374 4080 (24 hours)
Email: info@tararua.govt.nz

Pahiatua Service Centre
136 Main Street, Pahiatua
Monday - Friday
8:00am - 4:30pm
Phone: 06 376 0110 (24 hours)
Email: info@tararua.govt.nz

Eketāhuna Service Centre & Library
31 Main Street, Eketāhuna
Monday - Friday
10:30am - 12:30pm & 1:00pm - 4:30pm
Phone: 06 376 0110 (24 hours)
Email: info@tararua.govt.nz

Woodville Service Centre, Library & site
45 Vogel Street, Woodville
Monday - Friday
9:00am - 5:00pm
Phone: 06 376 0200 (24 hours)
Email: info@tararua.govt.nz



Report

Date : 17 March 2026
To : Mayor and Councillors
Tararua District Council
From : Dana Burnett
Customer Engagement Manager
Subject : **Complaints Policy**
Item No : **10.11**

1. Recommendation

- 1.1 *That the report from the Customer Engagement Manager dated 04 March 2026 concerning the Complaints Policy be received.*
- 1.2 *That the Council adopt the Complaints Policy, as set out in attachment 1 "Tararua District Council - Complaints Policy - 2026".*

Executive Summary

The Complaints Policy provides a clear, consistent framework for how formal complaints are made, received, assessed, and responded to by Tararua District Council. The reviewed policy is designed to ensure transparency, accountability, and fairness in the way complaints are handled, while providing an accessible and efficient process for resolution. The policy also seeks to promote a culture of continuous improvement within the Council by addressing feedback constructively and acting upon valid concerns.

The revised Complaints Policy will support Council to maintain service standards, respond consistently to community concerns, and strengthen organisational learning through structured feedback.

Implementation of the policy will be supported through existing customer engagement processes, staff guidance, and Executive Leadership Team oversight.

The revised policy was presented to the Community Connections Committee in February, where feedback was received and the policy was endorsed.

2. Reason for the Report

2.1 To seek Council adoption of the revised Complaints Policy.

3. Background

3.1 As part of Council's wider policy review programme, the Complaints Policy has been comprehensively revised.

3.2 The review has focused on improving clarity, consistency, and accessibility, while ensuring the policy aligns with relevant legislation and Council's organisational values.

3.3 Key changes arising from the review include:

3.3.1 Clarified scope, confirming the policy applies to complaints about Council employees and contractors, and clearly identifying matters that sit outside scope, including elected members and issues subject to alternative statutory processes.

3.3.2 Requirement for complaints to be made in writing (where possible), using respectful and constructive language, to support fair assessment, consistency, and appropriate record-keeping. Council Officers can also submit a complaint in writing on behalf of a Customer.

3.3.3 Defined timeframes for acknowledging complaints and providing responses.

3.3.4 Clear escalation pathways if a complainant is not satisfied with a response.

3.4 To support organisational oversight and continuous improvement, a central complaints and compliments register has been established. This register is managed by the Customer Engagement Manager and reported to the Executive Leadership Team on a monthly basis to provide visibility of themes, response timeframes, and actions taken. Summary complaints data will also be reported to the Community Connections Committee through the Customer Engagement Manager's regular report.

3.5 The policy was presented to the Community Connections Committee in February where feedback was received and the policy was endorsed.

3.5.1 The Committee requested one minor amendment, which has been incorporated, to allow complaints to be received verbally and recorded in writing by a Council officer.

3.5.2 Subsequently, we also received feedback from a Committee member regarding the language used on page 3 'requesting language to be respectful', we have since updated this to be a requirement rather than a request.

3.6 A clear and consistently applied complaints framework is an important organisational control that supports public trust, transparency, and fair decision-making.

Attachments

1 [↓](#). Tararua District Council - Complaints Policy - 2026



Complaints Policy



Contents

1. Purpose	2
2. Outcomes	2
3. Scope	2
4. Principles	2
5. The Complaints Process	3
6. Related Internal Policies, Processes and Documents	3
7. References	4
8. Policy Review	4
9. Document Record	0

<p style="text-align: center;">PONO</p> <p style="text-align: center;">Integrity through transparency, trust and accountability</p> <p style="text-align: center;">Integrity through standing up for what's right</p> <p style="text-align: center;">Integrity through respect for our communities, environment and cultures</p> <div style="text-align: center;">  </div>	<p style="text-align: center;">WHANAUNGATANGA</p> <p style="text-align: center;">One team who unites behind a shared vision</p> <p style="text-align: center;">One team who is respectful and considerate to all</p> <p style="text-align: center;">One team who encourages each other to succeed and excel</p> <div style="text-align: center;">  </div>	<p style="text-align: center;">WHANAKE</p> <p style="text-align: center;">We will continue to evolve, adapting to our ever-changing environment</p> <p style="text-align: center;">We will continue to evolve, steering our waka in the right direction</p> <p style="text-align: center;">We will continue to evolve, leading our communities into a better future</p> <div style="text-align: center;">  </div>
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1. Purpose

The purpose of this policy is to provide the public and employees with a reference for making and handling a formal complaint made regarding:

- an employee of the Tararua District Council (Council) acting contrary to their duties as an employee.
- Council delivering services, enforcement or projects contrary to its bylaws, regulations, policies, legislative requirements or standards.

2. Outcomes

- Council achieves its strategic and organisational objectives and organisational values.
- Information is available about a complaints process to customers and staff.
- We have a clear process with links to related policies.

3. Scope

4.1 In Scope

- Situations when the complainant believes an employee (permanent/casual/temporary) or contractors of Council has or is acting contrary to their duties as an employee.
- Situations when the complainant believes Council is acting contrary to its legislative requirements, standards, regulations, bylaws, or policies.

4.2 Out of Scope

- Enquiries.
- Day to day service matters including faults that can be directed through Council's CRM system, customer service, Antenno or website.
- Complaints about elected members.
- Complaints about members of the public, community groups or businesses.
- Official information requests.
- Disputes under the Building Act 2004.
- A dispute where there is an alternate disputes resolution process under legislation.
- Internal employment concerns.
- Complaints made on social media posts.
- Complaints about the libraries collection.

4. Principles

- Council welcomes feedback from residents, ratepayers and visitors.
- Council will provide information on its website and service centres, about how a complaint may be made, both in the scope of this policy and for other types of complaints.
- Council will take complaints seriously.
- Council will address complaints with respect, impartiality and fairness.
- Council will communicate with complainants in a timely and respectful manner.
- Council will respect the privacy of parties involved in a complaint.
- Council will handle complaints lawfully and in alignment with our values.

Complaints Policy Policy Sponsor: GM People and Capability and Customer Services	Effective From: Review frequency: 3 yearly	Page 2 of 5
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5. The Complaints Process

- Where possible complaints should be made in writing by the complainant and the preference is via Council's online form, but it can also be emailed or handed in at a service centre. The Customer Service team can provide support if necessary to submit verbal complaints in writing by completing the online form on behalf of a complainant.
- All complaints must use respectful and constructive language within their communication.
- Please complete all the questions in the online form (even if you're emailing or handwriting your complaint). This gives us the information we need to direct your complaint to the right Council Officer and to take the correct steps to assess the situation.
- All complaints will be acknowledged in writing (via email or standard mail) within 10 working days of receipt of the complaint.
- Your complaint will be addressed by the appropriate Council Officer. Once your complaint has been reviewed, a manager will write to you outlining:
 - The steps we've taken to assess the matter.
 - Any findings or decisions made.
 - Actions we've taken (or will take) to resolve the issue.

Please note: Each complaint is unique. How we handle it depends on the specific circumstances, the nature of the issue, and any relevant laws or regulations we must follow. This means outcomes may vary from case to case.

- Complaints made under specific legislation will be handled according to the requirements of that legislation. When this situation is identified, complainants will be advised of the appropriate procedure and requirements.
- If the complainant is not satisfied with the response to a complaint, they may refer the matter directly to the Chief Executive for review.
- If the complainant remains unsatisfied with the response received and the Chief Executive's review, they may write to Ombudsman New Zealand for an independent review.
- If a complainant is affected by a decision of Council, they may also apply to the High Court for a Judicial Review of the decision. More information about this process can be found on the Ministry of Justice website.
- If a complainant persists unreasonably with a complaint that Council believes is settled, at any stage from initial response to an Ombudsman's ruling, Council's Unreasonable Customer Behaviour Policy will be followed.

6. Related Internal Policies, Processes and Documents

Code of Conduct – Employees
Conflicts of Interest Policy
Disciplinary Policy
Enforcement Policy
Fraud, Corruption and Dishonesty Policy
Health and Safety Policy
Privacy Policy
Security Policy
Unreasonable Customer Behaviour Policy
[Rules of Engagement for Council's Social Media](#)

Complaints Policy	Effective From:	Page 3 of 5
Policy Sponsor: GM People and Capability and Customer Services	Review frequency: 3 yearly	



7. References

New Zealand Government, Consumer Rights and Complaints
Local Government Act 2002
Employment Relations Act 2000
Privacy Act 2020
Health and Safety at Work Act 2015
Local Government Official Information and Meetings Act 1987

8. Policy Review

This policy will be reviewed 3 yearly or whenever related policies or legislation affect content. This policy remains valid and in force irrespective of whether the review date has passed.

DRAFT

Complaints Policy	Effective From:	Page 4 of 5
Policy Sponsor: GM People and Capability and Customer Services	Review frequency: 3 yearly	

9. Document Record

Change	Made By	Date	Version
Full review	Policy project team	December 2025	2
ELT Review	ELT	January 2026	
Ability to have verbal reports supported by Customer Service	Community Connections Committee	February 2026	





TARARUA
DISTRICT COUNCIL

Dannevirke Service Centre
26 Gordon Street, Dannevirke
PO Box 115, Dannevirke 4942
Monday - Friday
8:00am - 5:00pm
Phone: 06 374 4080 (24 hours)
Email: info@tararua.govt.nz

Pahiatua Service Centre
136 Main Street, Pahiatua
Monday - Friday
8:00am - 4:30pm
Phone: 06 376 0110 (24 hours)
Email: info@tararua.govt.nz

Eketāhuna Service Centre & Library
31 Main Street, Eketāhuna
Monday - Friday
10:30am - 12:30pm & 1:00pm - 4:30pm
Phone: 06 376 0110 (24 hours)
Email: info@tararua.govt.nz

Woodville Service Centre, Library & isite
45 Vogel Street, Woodville
Monday - Friday
9:00am - 5:00pm
Phone: 06 376 0200 (24 hours)
Email: info@tararua.govt.nz



Report

Date : 19 March 2026

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 : **10.12**

1. Recommendation

- 1.1 *That the report from the Manager - Democracy Services dated 05 March 2026 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
1/01/2026	9/02/2026	18	Individual	Annual environment report and construction design for wetland treatment system
8/01/2026	15/01/2026	3	NZ Police	House Plan for Specified Address
19/01/2026	23/01/2026	3	Individual	Information on the Contestable Fund and Recovery of Pukaha Loan Interest
20/01/2026	13/02/2026	17	Growater	Tender Documents Dannevirke Intake Flow Meter
21/01/2026	19/02/2026	20	Individual	Information relating to the requester
21/01/2026	17/02/2026	18	Federated Farmers	Rates Information
21/01/2026	17/02/2026	18	Taxpayers Union	Ratepayers Report 2026 part 1
21/01/2026	17/02/2026	18	Taxpayers Union	Ratepayers Report 2026 part 2
21/01/2026	17/02/2026	18	Taxpayers Union	Ratepayers Report 2026 part 3
23/01/2026	23/02/2026	20	Tararua Community Law	Complaints made about specified address
26/01/2026	27/01/2026	1	Individual	Signage on Herbertville Beach

Received	Responded	# Days	Requester	Subject
26/01/2026	17/02/2026	15	My Native Forest	Support for protection of native forest on private land
26/01/2026	2/02/2026	5	Taxpayers Union	Council Art Portfolio and Expenditure
27/01/2026	27/01/2026	0	Individual	List of carriageways in Tararua District
28/01/2026	29/01/2026	1	Stuff	Unpaid rates, Cost of Recovery Council disputes
29/01/2026	19/02/2026	14	Stuff	Clarified request re unpaid rates, Cost of Recovery Council disputes
29/01/2026	30/01/2026	1	Individual	Comprehensive Parking Infringement Statistics, Revenue, Court Outcomes, and Enforcement Costs (2000–2025)
30/01/2026	13/02/2026	9	Individual	Further question about Pukaha Loan
3/02/2026	26/02/2026	16	Individual	Noise Control Complaints re Buckeridge Wood Chipping Plant in Miller Street
5/02/2026	3/03/2026	17	Individual	Speed Limit Signs on Herbertville Beach
10/02/2026	13/02/2026	3	Individual	Contact Details for Staff Engagement Proposal
12/02/2026	12/02/2026	0	Individual	Permitted Areas for Election Billboards
13/02/2026	17/02/2026	2	Taxpayers Union	Payments on behalf of Mana Whenua
19/02/2026	3/03/2026	8	Common Ground	Property Data

Received	Responded	# Days	Requester	Subject
			Aotearoa	
19/02/2026	5/03/2026	10	Individual	Lawn Mowing Contract in Eketāhuna
20/02/2026	9/03/2026	11	Individual	Costs for road widening Maharahara Road
20/02/2026	26/02/2026	4	Stuff	Determination 2023/031 and CCC Reversal
23/02/2026	5/03/2026	8	Taxpayers Union	Payments for iwi Māori consultation
23/02/2026	26/02/2026	3	Individual	Tararua Traverse Project Information
24/02/2026	3/03/2026	5	Stuff	Total Annual Spend on BeforeUDig Service
2/03/2026	3/03/2026	1	Individual	Property information - 29 Main Street Eketāhuna ID 29460
3/03/2026	3/03/2026	0	Individual	Correspondence on state of property - 29 Main Street Eketāhuna ID 29460
5/03/2026	5/03/2026	0	Taxpayers Union	Spending on consultancy firms for the purpose of consultation with Maori
10/03/2026	11/03/2026	1	Tararua Community Law	Complaints made about specified address

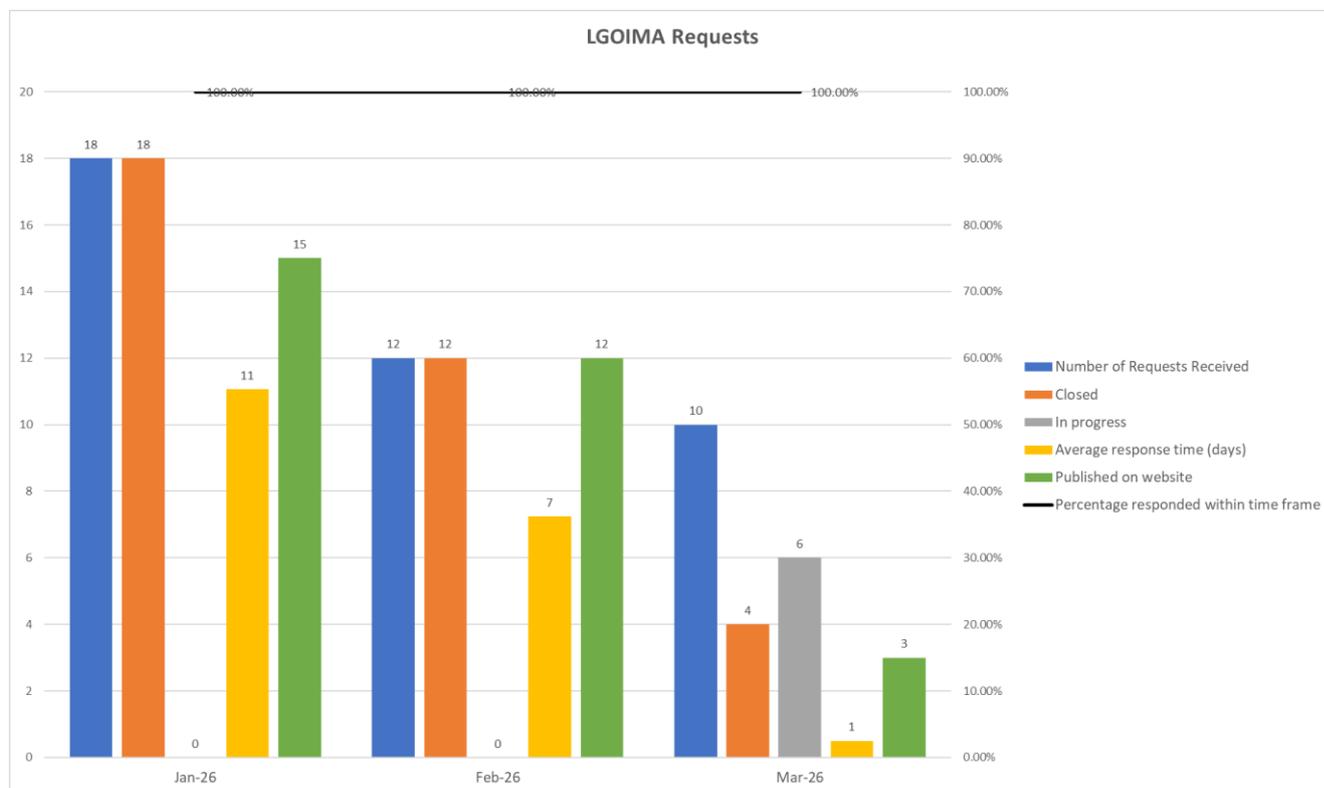
Requests pending response

There are currently six open requests pending response.

Received	Responded	# Days	Requester	Subject
3/03/2026			Individual	Communication re Noise Complaints
9/03/2026			Individual	Total Debt and Interest Expenses for 2025 Financial year
11/03/2026			Individual	Property Information - Pahiatua Cultural Centre (Old Court House)
16/03/2026			Positively Woodville	McLean/Vogel Street Woodville Intersection
16/03/2026			Innes Dean lawyers	Property information for 90 and 92 Huxley Street Pahiatua
17/03/2026			Clampett Trust	Code of Conduct Complaints

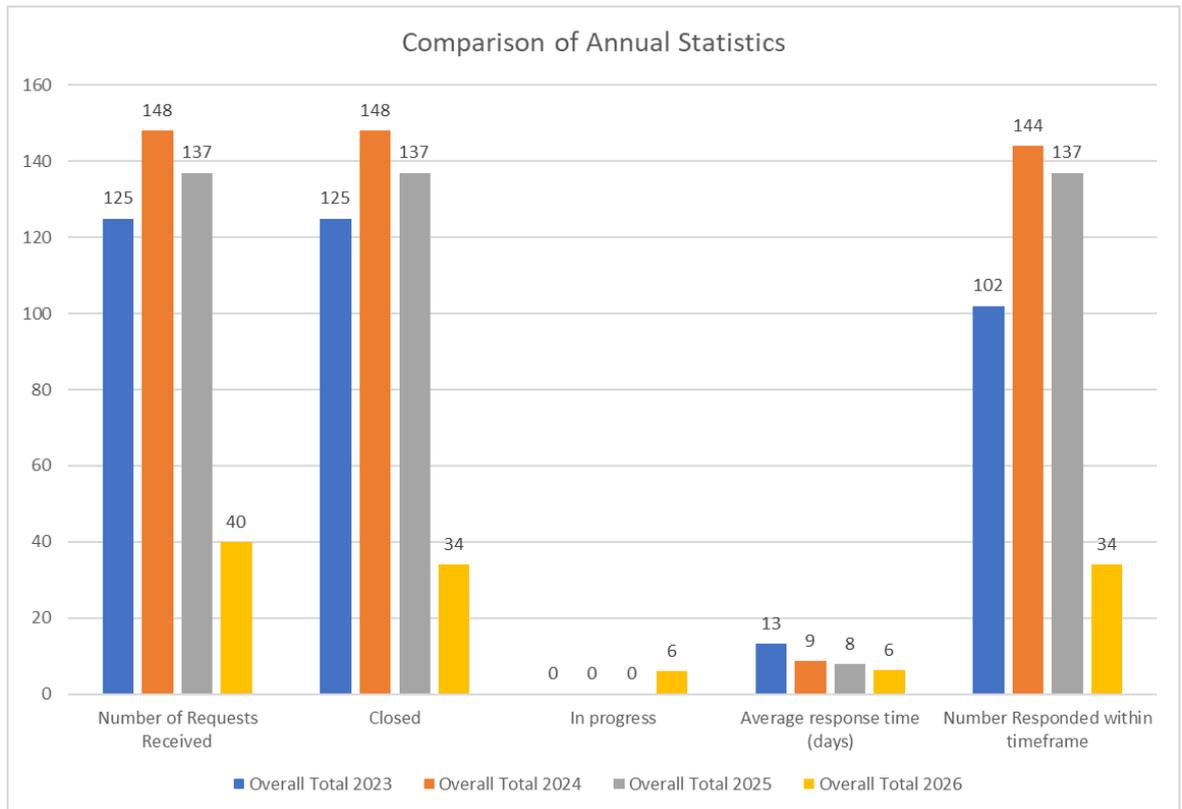
Status of Requests Received and Timelines for Response

The following graph provides a snapshot of the status of requests received and timelines for response, for the period covered by this report.



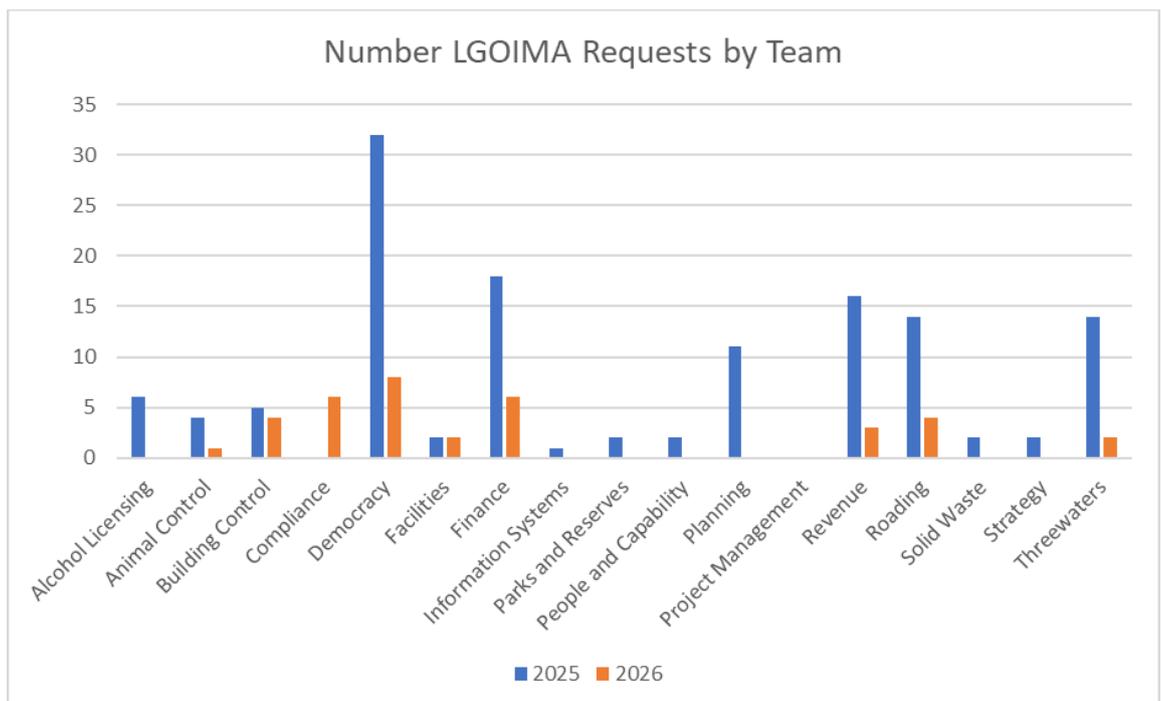
Statistics for Calendar Years 2023 to 2025 and Comparative Data for 2026 to date

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 three 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:



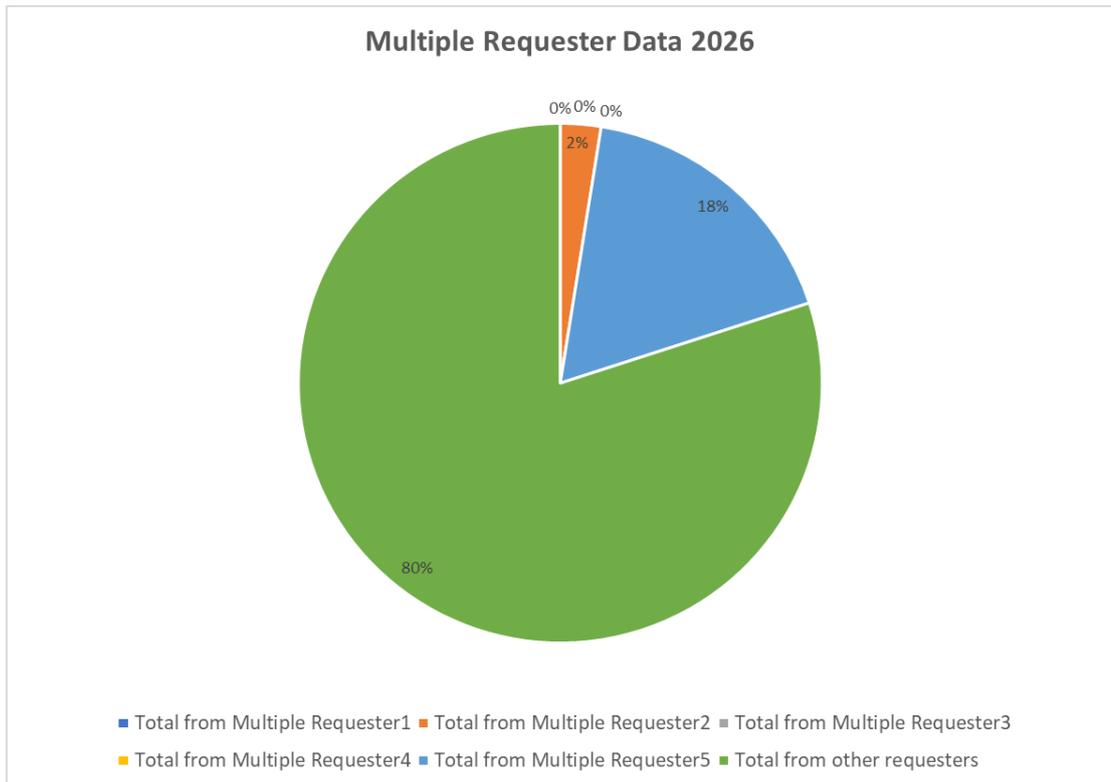
Proactive Release and Publishing of Local Government Official Information

- 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 had another individual making multiple requests for information from the Council. Requests received from that individual were 17% of the total number of requests for information that year.
- 4.13 This year, we started the year with a number of requests from the Taxpayers' Union. To date their requests have formed 22% of our total requests received. In speaking to one of their agents to clarify a recent requests, they were asked to

consider the impact on smaller local authorities of the volume of requests they were making. We will continue to monitor this.



4.14 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.

4.15 Due to the number of requests continuing from the new multiple requester, we are now advising the requester that there will be a charge for provision of information for any requests that involve more than one hour of officer time to respond to.

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 January 2026 to 19 March 2026.

Attachments

Nil.



Report

Date : 19 March 2026
To : Mayor and Councillors
Tararua District Council
From : Sharon Wards
Deputy Mayor
Subject : **Portfolio Report - Rural**
Item No : **11**

1. Recommendation

- 1.1 *That the report from the Deputy Mayor dated 19 March 2026 concerning the Portfolio Report - Rural be received.*

Prepared for Tararua District Council meeting, 25 March 2026

The first few months of 2026 have been busy ones for our rural communities, highlighted by events and celebrations of “everything rural”.

Country coming to town describes the Dannevirke A&P show which was held in the first weekend of February. Sheep shearing, cattle and sheep entries, sideshows, industrial displays and dog competitions featured alongside the traditional and very competitive horse jumping and dressage events. Attended by Mayor Scott, Cr Chris Corlett, Cr Elisabeth Kennedy (and children!) and Deputy Mayor Sharon Wards we took it as an opportunity to introduce our new CE, Corin Haines, to a few of the locals. Another great show which the organising committee can be very proud of.



Fish Akitio might not sound too rural but this is an annual event hosted by the rural community of Akitio which draws in tourists (including a lot of farmers) to a 3-4 day event. Over 200 registrations were received for this competition which is based on shore and/or out on the ocean. Weather wasn't too kind this year so only one day out on the water was achieved but what a day it was! Such occasions are certainly a time where our rural communities can demonstrate the value in "getting off farm", sharing good times with your neighbours and marketing Akitio as one of Tararua's best kept secrets.



Celebrating the success of our farming community was showcased at the Tararua Farming in Excellence awards on 26th February. Nominations were sought across a wide range of categories and the finalists all displayed the level of excellence in skills and commitment to rural life in Tararua. Categories included rural professionals, women in agriculture, industry champions and the best in farming. The Tui Brewery was humming on the night and it is clear that the rural sector is in a great state given the wisdom and experience that was present that night.



Another celebration of “everything rural” was attended by Mayor Scott and Deputy Mayor Sharon Wards – NZ Rural Games awards. This gala event was hosted on the evening prior to the full weekend of rural games based in Palmerston North. At least one of the nominees was a local shearer and highlights the depth of experience across our sector, particularly our younger people.

At time of reporting it has just been announced that a local Weber farmer, Edwin Laver, has won the East Coast Young Farmers regional final along with another place being won by another Tararua farmer. Competition will no doubt be fierce in New Plymouth at the finals in July.

The grass is growing, the dairy payout is looking good although the uncertainty of the economic impact on our farming sector from the middle east conflict is front of mind. Parts of our communities are still in clean up mode from weather events earlier this year so mindful of those ongoing impacts as not quite “business as usual” yet.

Council is now considering the next annual plan and setting of rates. The impact on all our ratepayers is a key consideration and affordability for our rural community is a priority.

Sharon Wards, Chris Corlett, Elisabeth Kennedy

Attachments

Nil.



Report

Date : 19 March 2026
To : Mayor and Councillors
Tararua District Council
From : Scott Gilmore
Mayor
Subject : **Mayoral Update - March 2026**
Item No : **12**

1. Recommendation

- 1.1 *That the report from the Mayor dated 18 March 2026 concerning the Mayoral Update - March 2026 be received.*

March has been a busy and productive month, with a mix of local events, regional discussions, and a special international visit to the Tararua District.

It's been a good reminder of the range of work involved in the role, from engaging in national conversations about the future of local government, to getting out into our communities and supporting the people and organisations that make this district what it is.

Alongside this, Council has been focused on its core work programme, including council and committee meetings, workshops, and progressing our Annual Budget, with a strong emphasis on affordability and getting value for our communities.

We were also pleased to welcome our new Chief Executive, Corin Haines, into the role. He has made a strong start and is already bringing a positive and proactive approach to the organisation.

Deputy Prime Minister of Poland Visit



It was an honour and a privilege to welcome the Deputy Prime Minister of Poland, Krzysztof Gawkowski, Ambassador Patryk Błaszczak, and their delegation to our district.

We are proud of our special relationship with Poland, which began in 1944 when 733 Polish children and their 105 caregivers, escaping the horrors of war, were offered refuge and warmly welcomed to Pahiatua.

The links formed through those children have continued to grow over the decades, and this visit further strengthened that relationship.

Our esteemed guests visited Pūkaha National Wildlife Centre, where they were formally welcomed and experienced our incredible wildlife, including getting up close to kiwi. They also visited the Pahiatua Museum, which preserves and shares the story of the Polish Children, and were welcomed to Pahiatua Marae, where the wharekai once served as the gymnasium at the Polish Children's Camp.

Thank you to everyone involved in showcasing our district so well.

I would also like to thank our then Chief Executive Malcolm Alexander, Cr Chris Corlett and Cr Keshaan Te Waaka for helping host our guests, and a special thank you to LaVonne from my office for her expert coordination.

It was an incredible day of cultural exchange and friendship between the Tararua District and Poland.

All of Local Government and Rural and Provincial Meetings

Immediately following our last Council meeting, I travelled to Wellington to attend the LGNZ All of Local Government and Rural and Provincial meetings, along with then Chief Executive Malcolm Alexander and incoming Chief Executive Corin Haines.

The refreshed LGNZ priorities were presented and discussed, and overall, they appear to be a positive step forward.

Much of the programme focused on government reforms and emergency management.

A highlight was hearing from Dr Oliver Hartwich, Executive Director of the New Zealand Initiative, who spoke on localism versus scale, and Ross Copland, Chief Executive of Southern Infrastructure, who presented on the politics of scale. Both speakers shared the strong view that bigger is not always better.

I was also pleased to have the opportunity to speak on stage about our district's perspective on reforms, particularly the need for greater efficiency and shared services, while also expressing my scepticism about forced amalgamation.

Mayoral Forum

The Mayoral Forum met on 2 March, where Mayor Bernie Wanden was re-elected as Chair of the Forum.

We received a presentation from the Insurance Council of New Zealand on natural hazard risk, resilience, and maintaining access to insurance, along with an update from the Department of Internal Affairs, which was similar to the update presented at our previous Council meeting.

We also discussed the Triennial Agreement and agreed to proceed with the draft included in this agenda, with the intention of updating it as government reforms and expectations become clearer. A report is included in this agenda that discusses this in more detail.

Gold Star Award – Nigel Carter



It was a real privilege, along with Deputy Mayor Sharon Wards, to attend the Gold Star ceremony for Pahiatua Volunteer Fire Brigade firefighter Nigel Carter.

Firefighters are awarded a Gold Star after 25 years of service. It is a milestone that only around four percent of volunteers reach, which highlights the level of commitment required.

We are incredibly grateful to Nigel for everything he has contributed, and continues to contribute, to our community. Volunteer firefighters do far more than respond to fires. They are often first responders to medical emergencies and traffic accidents, and they also play an important role in Civil Defence.

Service like this is never given alone, so it was great to see Annie and Nigel's wider family acknowledged for the support and sacrifices they have also made over the years.

Congratulations Nigel and thank you to you and all of our volunteer firefighters for the work you do for our communities.

The Annual Lindauer Art Exhibition



The Annual Lindauer Art Exhibition is now open at Rinitawa Art and History, and I was pleased to attend along with Cr Peter Johns.

We have some incredibly talented artists in our district, and this exhibition is a wonderful showcase for many of them.

The volunteers at Rinitawa work incredibly hard to provide this space for our community.

I was also delighted to purchase a fantastic piece by Tim Hewitt and was very proud to be his first sale at his very first exhibition. I certainly hope it won't be his last.

It was also great to hear Mel Reiri speak about her artwork and the inspiration behind it.

The exhibition runs until 6 April and is well worth a visit.

Woodville Horticultural and Industrial Society Annual Show



Congratulations to the Woodville Horticultural and Industrial Society for another excellent Annual Show.

This well-run and strongly supported event has been taking place since 1884, and this year was, unsurprisingly, just as successful as ever.

Well done to all the winners and to everyone who took part, and a special congratulations to the children who entered. There were some fantastic creativity and impressive growing skills on display.

Ruahine Kennel Association Championship Show

It was a pleasure to attend the Ruahine Kennel Association Championship Show in Dannevirke.

The show included many local entrants as well as competitors who had travelled from across the country, along with international judges. There were some incredible dogs competing, and it was a huge honour to help present the Best in Show awards.

Congratulations to the committee for organising such an excellent event.

Local Water Done Well

I have been working through the interview process for board positions, and we have had some outstanding candidates.

I was privileged to be part of the interview panel and believe we will appoint a strong board that will consider the needs of all communities within the CCO area.

Further information on progress is included in a separate report.

Attachments

Nil.