



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 156 High Street, Dannevirke on **Wednesday 29 April 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.

| | | |
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| 6. | Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business | |
| 7. | Confirmation of Minutes | 5 |
| | <i>Recommendation</i> | |
| | <i>That the minutes of the Council meeting held on 25 March 2026 (as circulated) be confirmed as a true and accurate record of the meeting.</i> | |
| 8. | Minutes Action List | |
| 8.1 | Decision Action Items | 43 |
| | <i>That the report providing an update on decision action items be noted.</i> | |
| 9. | Community Boards and Community Committees Reports | |
| 9.1 | Minutes - Dannevirke Community Board | 19 |
| | <i>Recommendation</i> | |
| | <i>That the minutes of the Dannevirke Community Board meeting held 20 April 2026 be received.</i> | |
| 9.2 | Minutes - Positively Woodville Community Committee | 32 |
| | <i>That the minutes of the Positively Woodville Community Committee meeting held 07 April 2026 be received.</i> | |
| 9.3 | Minutes - Explore Pahiatua Community Committee | 36 |
| | <i>That the minutes of the Explore Pahiatua Community Committee meeting held 01 April 2026 be received.</i> | |
| | Note: Any of the Community Boards and Community Committees may send a representative to address the Council on any issues within the agenda or matters of interest to them. | |
| 10. | Reports | |
| 10.1 | Recommendation from Committee re 2026 Audit Fee Proposal - Audit New Zealand | 53 |
| 10.2 | Recommendation from Committee re Audit New Zealand Letter for Debenture Trust Deed Engagement and Audit Plan | 63 |

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| 10.3 | Dannevirke Domain Deer Park | 81 |
| 10.4 | Proposed Dog Registration Fees for the 2026/2027 financial year. | 91 |
| 10.5 | Requests for Information under the Local Government Official Information and Meetings Act 1987 | 95 |

11. Portfolio Reports

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

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| 11.1. | Horizons Regional Council Passenger Transport Committee meeting held 17 March 2026 | 105 |
| 11.2 | Portfolio Report - Communications and Engagement | 111 |
| 11.3 | Portfolio Report - Youth | 113 |
| 11.4. | Portfolio Report - Marae, Kōhanga Reo and Kura | 117 |

12. Mayoral Matters

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| 12.1 | Mayoral Update - April 2026 | 121 |
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13. Items not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 4

14. Public Excluded Items of Business

Recommendation

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

Confirmation of Minutes

Water Services Organisation - Wairarapa Tararua Water Limited - Changes to Draft Constitution and Shareholders' Agreement

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

| <i>General subject matter to be considered</i> | <i>Reason for passing this resolution in relation to each matter</i> | <i>Ground(s) under Section 48 (1) for the passing of this resolution</i> |
|---|---|---|
| <i>Confirmation of Minutes</i> | <i>To protect the privacy of natural persons</i> | <i><Section (1)(a)(i)</i> |
| <i>Water Services Organisation - Wairarapa Tararua Water Limited - Changes to Draft Constitution and Shareholders' Agreement</i> | <i>To protect legal privilege</i> | <i><Section (1)(a)(i)</i> |

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

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

15. Closure



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 156 High Street, Dannevirke on Wednesday 25 March 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

- Ms K Meerman - Programme Director – Wairarapa+Tararua Local Water Done Well

- Mr C Haines - Chief Executive
- Mrs K Tani - Group Manager – Strategy and Information
- Ms S Lowe - Group Manager – People, Capability and Customer Experience
- Mr H Featonby - Group Manager - Operations
- Ms T McDonald - Chief Financial Officer
- Ms J Smith - General Counsel
- Mr P Wimsett - Chief Advisor
- Mr K van der Oord - Communications Team Manager
- Ms K Stevens - Communications Engagement and Social Media Lead
- Mr M Dunn - Operations Delivery Manager
- Mr E Priest - Project Management Office Team Leader
- Mrs S Walshe - Finance Manager
- Mrs B Fowler - Senior Financial Accountant
- Ms D Burnett - Customer Engagement Manager
- Mrs S Fountaine - Community Engagement Advisor
- 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

There were no requests for public forum.

5. Notification of Items Not on the Agenda

Nil

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

Councillor Johns – Contestable Fund re Woodville Lions Club, Woodville Village Hall and Woodville Arts and History

Councillor Corlett – Contestable Fund re Eketahuna Radio Society

Councillor Wards – Contestable Fund re Dannevirke Sports Club, Dannevirke A&P Society

Councillor Te Waaka – Contestable Fund re Te Kete Hauora o Rangitāne

Councillor Naylor – Contestable Fund re Woodville Lions, Woodville Village Hall

Councillor Wallace – Contestable Fund re RSA and Dannevirke Bowling Club

Mayor Gilmore – Contestable Fund re Dannevirke A&P Society, REAP and Woodville Lions

7. Confirmation of Minutes

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.

Crs Corlett/Peeti-Webber

Carried

8. Community Boards and Community Committees Reports

8.1 Minutes - Dannevirke Community Board

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

Crs Wallace/Amboy

Carried

8.2 Minutes - Eketāhuna Community Board

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

Crs Corlett/Johns

Carried

8.3 Minutes - Positively Woodville Community Committee

With regard to the general business item in the February minutes regarding the deterioration of the Flagtrax flags, it was asked whether the expected life of the flags was known. In response it was noted that the flags organised by the Dannevirke Community Board were rotated so each set were only flying for a few months at a time. This would extend their lifetime.

It was noted that Cr Kennedy's name had been incorrectly listed as Elizabeth Naylor in the March meeting minutes. It was asked that Positively Woodville's representative raise this at the next meeting for correction.

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

Crs Johns/Naylor

Carried

8.4 Minutes - Explore Pahiatua Community Committee

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

Crs Te Waaka/Naylor

Carried

9. Change to Order of Business

9.1 It was noted that the item "Local Water Done Well – Transition Programme Update" would be taken as the next item of business.

9.2 Local Water Done Well - Transition Programme Update

The Tararua District Council considered the report of the Chief Advisor dated 18 March 2026 that provided an update on the Wairarapa+Tararua water establishment and transition programme.

Katherine Meerman, Programme Director – Wairarapa+Tararua Local Water Done Well was in attendance, and spoke about progress with the Local Water Done Well programme. She noted that she would be attending meetings of the Tararua District Council on a bi-monthly basis to ensure members were kept informed.

She noted the first stage was the legal establishment, to establish the company

with a Board, and second phase would be the operational transition from April to June 2027.

She spoke about the priorities of the first phase, which was nearing its end. Priorities had included establishing the permanent governance structure, noting the Mayor and Deputy Mayor were Tararua District Council's representatives on the Stakeholders Forum. She noted they were in the final stages of recruiting the Board of Directors for the Company.

In response to a question about the appointment of iwi representatives to the Stakeholders Forum, it was noted that this was an iwi process for selection of representatives, with the Stakeholders Forum made up of a representative from each Council and each settlement entity. The Tararua District Council's role would be to work with our local iwi leadership to ensure both iwi in our District were properly informed and consulted.

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

Crs Naylor/Wards

Carried

10. Minutes Action List

10.1 Decision Action Items

It was asked that for items noted as "not started" that some additional information be provided to advise an expected timeline for the matter.

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

Crs Johns/Wallace

Carried

11. Reports

11.1 Six Month Performance Report - Period Ending 31 December 2025

The Tararua District Council considered the report of the Senior Finance Business Partner dated 10 March 2026 that presented the performance report for the six months ending 31 December 2025 and provide an indication of the year-end result.

With regard to the capital expenditure report, an update was provided on the figures since the report was written, noting that the Project Management Office predicted 75-80% budget spend with notable multi-year projects being carried forward as going through procurement or tender phase. In response to a concern raised about not meeting 100% of budget spend, it was advised that some major projects had taken longer than anticipated through the planning and delivery phase, and also the impact of the hold and review of the Universal Water Meters project on the forecast spend. The previous year's delivery was over 90%. It was

further noted that capital works were not rate funded.

With regard to a question about the impact of increased fuel prices, it was noted this report was for the period up to 31 December 2026, and any impact would not likely be seen until the year end report. Assurance was provided that any large variances would be reported to the Council.

In discussion of the Treasury Performance Report, it was noted that the Treasury Adviser would be providing a report to the April meeting of the Risk and Assurance Committee. It was noted that a correction needed to be made for reporting the net debt position in the graph on page 71 of the agenda.

In the Self-funded Activities report, the improvement in the overdrawn reserve since the first quarter report was noted.

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.

Crs Wallace/Corlett

Carried

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

The Tararua District Council considered the report of the Finance and Revenue Manager dated 14 March 2026 that sought endorsement of the 2026/2027 Annual Plan and its proposed fees and charges for year 3 of the 2024/2034 Long Term Plan. The report also confirmed there were no material or significant changes from year 3 of the Long Term Plan and no public consultation was therefore required.

A resolution was also sought to utilise the general-purpose reserve to offset the rates smoothing repayment required for the roading activity.

Councillor Te Waaka left the meeting at 10:49am and returned at 10:51am.

The Mayor noted the importance of consultation for the proposed Long Term Plan 2027-37. He noted that the annual budget for the 2026-27 financial year would be this Council delivering on year 3 of the Long Term Plan 2024-34 without significant variance, but in a more affordable way. He noted the significant amount of work that was undertaken to reduce the proposed increase to a lower level.

Following endorsement by the Council the next steps were to work with the Communications Team to publish the proposed Annual Plan and Fees and Charges through Council's website for community feedback, with feedback to be focussed on early engagement on the Long Term Plan. There would be some minor changes made for translations and to change it from Annual Plan to Annual Budget. The final version of the Annual Budget and Fees and Charges would be

brought to the May 2026 Tararua District Council meeting for formal adoption. It was noted that although the Annual Budget would not be audited, there would be an audit of the proposed rating resolution resulting from the adoption of the Annual Plan.

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.

That Council endorses the 2026/2027 Annual Plan and its proposed fees and charges.

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.

That Council resolves to use \$750,000 from the general purpose reserve to offset the “catch-up” of depreciation costs for the roading activity.

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.

Mayor Gilmore/Johns

Carried

The meeting adjourned at 11:17am and resumed at 11:34am.

11.3 Adoption of Significance and Engagement Policy

The Tararua District Council considered the report of the General Counsel dated 9 March 2026 that presented the Significance and Engagement Policy to Council for adoption following its review and discussion at the Long-Term Plan Workshop on 18 February 2026.

The report also recommended a further review of the Significance and Engagement Policy be completed in 2027 outside of the Long-Term Plan cycle to ensure compliance and alignment with any new legislative requirements.

That the report from the General Counsel dated 09 March 2026 concerning the Adoption of Significance and Engagement Policy be received.

That Council notes the Significance and Engagement Policy has been reviewed and no changes are proposed.

That the Significance and Engagement Policy be adopted.

That the Chief Executive be delegated authority to approve any final edits to the Significance and Engagement Policy before publication.

That a further review of the Significance and Engagement Policy is completed in

2027 following the introduction of pending legislative reform.

Crs Wards/Johns

Carried

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

The Tararua District Council considered the report of the General Counsel dated 12 March 2026 that sought 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, to seek approval of proposed amendments to Council's Statutory Delegations Register to enable exercise of the proposed delegations, and to seek ratification of decisions taken to date at the Stakeholders' Forum.

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.

That the Tararua District 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.

That the Tararua District 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.

That the Tararua District Council notes that these delegated responsibilities and powers:

Were approved by the Tararua District Council on 24 September 2025 while approving the Wairarapa Tararua Water Draft Constitution and Shareholders' Agreement.

Are required, under the Shareholders' Agreement, to be specifically delegated by the Tararua District Council to its appointed Stakeholders' Forum member and its alternate.

That the Tararua District Council amends Part 2 of the Tararua District Council's Delegations Policy to add information included in Attachment 2 to this report.

That the Tararua District 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:

The decision to appoint a chair to the Stakeholders' Forum.

Decisions regarding the appointment of directors to Wairarapa Tararua Water Limited.

That following the Tararua District 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.

That the Tararua District Council notes this paper and the Council's decision will be shared with the Stakeholders' Forum.

Crs Corlett/Naylor

Carried

11.5 **Approval of the Draft Strategic Framework for Public Feedback**

The Tararua District Council considered the report of the Group Manager – Strategy and Information dated 12 March 2026 that presented the draft strategic framework for the Long Term Plan for approval.

It was also recommended that feedback be sought from the community on the draft framework as part of its early engagement on the Long Term Plan.

It was noted this document would provide direction for officers in undertaking their roles.

A suggested change was to show the Council's values as overarching all of the strategic priorities.

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.

That Council approves its draft strategic framework for the Long-term Plan 2027 -37 with a minor amendment to separate out the values with delegation given to the Mayor for final approval to be included in the early engagement process for the Long-term Plan.

Mayor Gilmore/Te Waaka

Carried

11.6 **Early Engagement Plan for the 2027-2037 Long Term Plan**

The Tararua District Council considered the report of the Communications Team Manager dated 18 March 2026 that sought endorsement of the proposed Early Engagement Plan for the 2027-37 Long Term Plan.

The valuable contribution that the Council Portfolio holders made through

discussions of the proposed plan was highlighted.

It was noted that where the plan refers to elected members, the wider view needed to be taken to include community board and community committee members.

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.

That the Early Engagement Plan is endorsed for implementation, with minor amendments to be authorised by the Chief Executive.

Crs Naylor/Corlett

Carried

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

The Tararua District Council considered the report of the Community Engagement Officer dated 11 March 2026 that presented the outcome of the assessment and decisions of the Districtwide Contestable Fund applications Round 2 2025-26.

Having declared conflicts of interest, the Mayor and Councillors Corlett, Johns, Naylor, Te Waaka and Wards took no part in the discussion and did not vote.

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.

That the following District-wide contestable fund round 2 2025/2026 applicants be received and accepted.

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

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

Crs Peeti-Webber/Amboy

Carried

11.8 Triennial Agreement 2025-28

The Tararua District Council considered the report of the Manager – Democracy Services dated 2 March 2026 that presented the Triennial Agreement for

endorsement.

It was noted that although originally scheduled to be adopted by Council prior to the 1 March 2026 statutory deadline, following consideration by the Mayoral Forum on 16 February 2026, that timeline was impacted by the Civil Defence Emergency on 15 and 16 February 2026.

The Mayoral Forum subsequently considered the draft Triennial Agreement on 2 March 2026, and endorsed approving the agreement as is, with minor changes to update names and triennium dates. All signatory Councils have been asked to sign the Triennial Agreement by 1 April 2026.

A review by the Mayoral Forum has been set for May 2026, with final approval in June 2026. The agreement contains review provisions, which require that any changes proposed through the review would be brought back to the signatory Councils for adoption.

The Mayor noted the opportunity to use the Triennial Agreement as a vehicle for discussions on shared services, however this would be written into the agreement once the Government direction was confirmed.

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

That the Tararua District Council:

- ***notes that all the signatory councils have been asked to sign the new Triennial Agreement;***
- ***endorses the Triennial Agreement attached at Attachment 1;***
- ***agrees to review the agreement annually in regard to its effectiveness;***
- ***supports the establishment of a Manawatū-Whanganui Mayoral Forum and confirms the Mayor of Tararua District as its formal representative on that Forum;***
- ***agrees to adopt the Manawatū-Whanganui Mayoral Forum's Terms of Reference;***
- ***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;***
- ***agrees to adopt the Climate Action Joint Committee's Terms of Reference;***
- ***appoints the Mayor of Tararua District as the Tararua District Council's representative on the Climate Action Joint Committee.***

Crs Wallace/Naylor

Carried

11.9

Appointment of Directors to Council Organisations and Council Controlled Organisations Policy

The Tararua District Council considered the report of the Manager – Democracy Services dated 2 March 2026 that presented a draft Appointment of Directors to Council Organisations and Council Controlled Organisations policy for adoption.

In 2003 the Tararua District Council adopted a policy for the appointment of directors to Council Organisations. However, this policy did not cover the appointment and remuneration of directors Council-Controlled Organisations, Council-Controlled Trading Organisations or the remuneration of directors of Council Organisations. An updated policy was proposed for adoption that had been developed to align with legislative requirements and governance best practice. It was noted that the new Wairarapa-Tararua water company would be legally established by 1 July 2026, and that this company will be deemed to be a Council-Controlled Organisation under section 6(1AAB) of the Local Government Act 2002. The adoption of a policy for appointment of directors to a Council-Controlled Organisation was required prior to appointing directors to the company.

It was asked that the wording in section 9 referring to Trustee be reviewed.

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.

That the Appointment of Directors to Council Organisations and Council Controlled Organisations Policy be adopted.

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.

Crs Corlett/Johns

Carried

11.10

Complaints Policy

The Tararua District Council considered the report of the Customer Engagement Manager dated 4 March 2026 that sought adoption of the revised Complaints Policy. It was noted that the proposed policy had been discussed at the Community Connections Committee and proposed amendments incorporated into the final version for adoption.

That the report from the Customer Engagement Manager dated 04 March 2026 concerning the Complaints Policy be received.

That the Council adopt the Complaints Policy, as set out in attachment 1 "Tararua District Council - Complaints Policy - 2026".

Crs Amboy/Peeti-Webber

Carried

11.11 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 that provided an update on requests for information received under the Local Government Official Information and Meetings Act 1987.

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.

Crs Corlett/Naylor

Carried

12. Portfolio Reports

12.1 Portfolio Report - Rural

That the report from the Deputy Mayor dated 19 March 2026 concerning the Portfolio Report - Rural be received.

Crs Johns/Wallace

Carried

12.2 Portfolio Report – Norsewood

Councillor Wallace spoke about his attendance at the 50 Year service commendation for two volunteer firefighters in the Norsewood Fire Brigade, recognising the service of Ian (Tug) O’Brien and Roger Montgomery.

13. Mayoral Matters

13.1 Mayoral Update - March 2026

That the report from the Mayor dated 18 March 2026 concerning the Mayoral Update - March 2026 be received.

Mayor Gilmore/Wards

Carried

14. Items not on the Agenda

Nil

15. 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 Award Criteria Information

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.

| 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 |
|--|--|---|
| Civic Honour Nomination for Community Service | To protect the privacy of natural persons | <Section (1)(a)(i) |
| Civic Honour Award Criteria Information | 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)(a) The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.**

Crs Corlett/Wards

Carried

The meeting went into public excluded session at 12:29pm and resumed open session at 1:06pm.

There being no further business the Mayor thanked those present for their attendance and contributions, and the meeting closed with karakia whakamutunga at 1:07pm.



Dannevirke Community Board

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 156 High Street, Dannevirke on Monday 20 April 2026 commencing at 9:00 am.

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

Mayor S Gilmore

| | | |
|---------------|---|------------------------------|
| Mr C Haines | – | Chief Executive |
| Mrs F Chase | – | Facilities Manager |
| Mrs A Dunn | – | Manager – Democracy Services |
| Mrs S Anthony | – | Democracy Support Officer |

2. Apologies

There were no apologies.

3. Public Forum

Nil

4. Notification of Items Not on the Agenda

4.1 Use of QR codes at local cemeteries.

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

Chairperson Nicola Phillips - Dannevirke Bowling Club, Dannevirke CACTUS (Combined Adolescent Challenge Training Unit & Support)

Board member Ron Wallace - Dannevirke Bowling Club, Dannevirke Returned & Services Association, Friends of the Dannevirke Domain

Board member Terry Hynes - Dannevirke Community Vehicle Trust, Friends of Dannevirke Domain

Board member Ernie Christison - Dannevirke and Districts A& P Association, Friends of Dannevirke Domain

Councillor Alison Amboy - Dannevirke Regent Cinema

6. Confirmation of Minutes

That the minutes of the Dannevirke Community Board meeting held on 24 February 2026 (as circulated) be confirmed as a true and accurate record of the meeting.

Hynes/Wallace

Carried

7. Tararua District Council Report

7.1 Report from Tararua District Council

That the report from the Tararua District Council meetings held 25 February 2026 and 25 March 2025 be received.

Christison/Wallace

Carried

8. Reports

8.1 Discretionary Grant Fund Applications 2026

The Dannevirke Community Board considered the report from the Democracy Support Officer dated 09 March 2026 that presented applications for funding from the General Assistance Grants Scheme for consideration and decision.

It was noted that 15 applications were received for Round 2 of the General Assistance Grants Scheme and the total amount applied for exceeded the funds available for this round.

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

conflict of interest:

Chairperson Nicola Phillips - Dannevirke Bowling Club, Dannevirke CACTUS
(Combined Adolescent Challenge Training Unit & Support)

Board member Ron Wallace - Dannevirke Bowling Club, Dannevirke Returned &
Services Association, Friends of the Dannevirke Domain

Board member Terry Hynes - Dannevirke Community Vehicle Trust, Friends of
Dannevirke Domain

Board member Ernie Christison - Dannevirke and Districts A& P Association,
Friends of Dannevirke Domain

Councillor Alison Amboy - Dannevirke Regent Cinema

It was noted that Dannevirke Returned and Services Association had received
funding from the Contestable Funds for the costs of ANZAC Dawn Parade
breakfast for veterans' members and guests.

The board agreed that the application from Dannevirke Regent Cinema be
declined with the recommendation that a quote be sought from a local signwriter
and that an application be submitted to the next funding round.

The Board has a balance of \$3583.00 remaining for this funding round, The total
of funding allocated is \$3844.66 exceeding the available funds for the round
Board member Christison agreed to donate the shortfall of remaining funds of
\$261.66 to Dannevirke CACTUS.

Recommendation

***That the report from the Democracy Support Officer dated 09 March 2026
concerning the Discretionary Grant Fund Applications 2026 be received.***

Hynes/Amboy ***Carried***

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

***Dannevirke Bowling Club, \$200.00 towards the costs of replanting weather
suitable ground cover on both bowling greens.***

Hynes/Amboy ***Carried***

Dannevirke Community Vehicle Trust, \$325.00 towards the operational costs.

Phillips/Wallace ***Carried***

***Menzshed Dannevirke, \$200.00 towards the costs of equipment for projects
provided for the community.***

Phillips/Christison **Carried**

Tararua Aquatic Community Trust, \$300.00 towards the costs of pool rules signs and community foam bodyboard mats.

Hynes/Christison **Carried**

Te Marae o Kaitoki, \$250.00 towards the purchase of signage and tablecloths.

Christison/Hynes **Carried**

Dannevirke and Districts A&P Association - Beef Section, \$117.66 towards reimbursement for the purchase of replacement hoses.

Phillips/Hynes **Carried**

Friends of Dannevirke Domain, \$200.00 towards costs of signwriting for signs used while volunteers are working in the Domain garden.

Phillips/Amboy **Carried**

Dannevirke JAB Rugby, \$500.00 towards upgrading sporting equipment.

Wallace/Phillips **Carried**

Dannevirke Combined Indoor Bowling Clubs, \$102.00 towards cost of hiring of the Sports Centre for the Bowls Tournament IHC Fundraiser.

Wallace/Phillips **Carried**

Dannevirke Highland Pipe Band, \$300.00 towards the purchase of uniforms.

Christison/Phillips **Carried**

Herbertville Hall and Community Incorporated, \$300.00 towards the costs of replacing kitchen ovens and installing rangehoods.

Wallace/Hynes **Carried**

Dannevirke CACTUS (Combined Adolescent Challenge Training Unit & Support), \$750.00 towards purchase of uniforms for 30 CACTUS students.

Christison/Amboy **Carried**

Tararua REAP, \$300.00 towards rangitahi-led community mural with professional tutor - consultation, design and implementation.

Hynes/Amboy **Carried**

And

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

Dannevirke Returned and Services Association towards the costs of ANZAC Dawn Parade breakfast for veterans' members and guests.

Dannevirke Regent Cinema towards costs of vinyl designs for pillars and logo above the door at the cinema.

Christison/Hynes

Carried

8.2 **Management Report**

The Dannevirke Community Board considered the report of the Democracy Support Officer dated 03 March 2026 that provided an update on key activities and items of interest as reported to the Community Connection Committee meeting held 18 February 2026 and the Infrastructure and Projects Committee meeting held 15 April 2026.

A concern was raised about raw water storage options, with costs estimated to exceed \$50 million. It was noted that this is being closely monitored. The establishment of the water entity (Council Controlled Organisation - CCO) will introduce greater expertise, oversight, and efficiency, with safe drinking water and affordability being key priorities for the CCO Board. Council will continue to manage this in the interim, with the expectation that the new entity will take a strong interest in the project. Alternatives being explored include enhanced treatment for higher turbidity, and treated water storage for resilience. The new entity may identify further options through its broader experience and expertise.

Vehicle crossings remain an ongoing issue, with concerns raised about the high cost of maintenance for property owners. A suggestion was made to consider subsidising a service to assist ratepayers, noting the continued expense and the hazard posed to elderly mobility scooter users. It was advised that Council is actively considering this matter through workshops, with options being sought. The issue forms part of the Long Term Plan (LTP), and any significant decisions may require public consultation. Board members were reminded of their opportunity to contribute to LTP development through community submissions.

While footpaths continue to rate low in community satisfaction, it was noted that Council is not responsible for all factors contributing to this dissatisfaction.

Concerns were raised about whether all CRMs receive a response. It was advised that Council has KPIs for response times and a process in place, and people are encouraged to follow up if no response is received. This is an operational matter, and the Chief Executive has advised that he needs to be informed where delivery is not meeting expectations so improvements can be made. It was noted that

Antenno responses differ from other CRM channels, and work is underway to address this. It was agreed that all CRMs should receive at least an acknowledgement. Resourcing and technical challenges have caused delays, but these are being worked through. Examples of inconsistent outcomes were noted, including a complaint CRM with no response after one month, and differing response times to walkway issues. This inconsistency contributes to public frustration and perceptions that the CRM system is unreliable.

Concerns were raised about recycling contamination, as contaminated loads are being sent to landfill, and the removal of recycling bins—specifically whether households have the opportunity to have bins reinstated. It was advised that the Solid Waste team have a strict process in place due to the high cost incurred if a full bin sent to Auckland Depot is rejected. Repeated household contamination results in bin removal, however, it is unclear whether bins are returned after removal. An action was agreed for the next meeting to clarify whether household recycling bins can be reinstated following confiscation due to repeated contamination.

It was noted that the final stage of emergency recovery works at Riverdale Road is yet to be completed. Clarification was sought regarding the anticipated timeframe for completion, noting that Council is currently awaiting design outputs from an external consultant. An action was requested for further detail on this to be included in the next Management Report.

A concern regarding Top Grass Road was raised as this continues to present issues following Cyclone Gabrielle, with outstanding repair works still required. It was requested that the remaining repair works on Top Grass Road be included in the Management Report. It was advised that emergency works are being progressed in coordination with NZTA, with detailed timelines in place.

That the report from the Democracy Support Officer dated 03 March 2026 concerning the Management Report be received.

Christison/Hynes

Carried

8.3 Dannevirke Deer Park

The Dannevirke Community Board considered the report of the Facilities Manager dated 19 March 2026 that informed and sought endorsement to decommission the Dannevirke Deer Park.

A question was raised about the plans for the deer park if decommissioned and it was advised that there is currently no long-term plan for the former deer park area at the Lower Domain beyond essential tidy-up works. The site is a valued green space, but there is a significant amount of tree and general maintenance work required. Future use of the area will be guided by community input. All options for a replacement deer park manager were investigated however have

been unsuccessful. The level of ongoing maintenance required was identified as a key challenge. The Lower Domain remains an important asset for both the community and visitors, and ensuring it is maintained to a safe standard is a priority. Council is also exploring alternative ways to support maintenance, including partnerships and volunteer involvement, noting successful models such as the aviary being maintained by the local bird club.

Community pre-engagement has commenced to understand priorities and identify where Council may consider additional investment. With budgets constrained and rates capping applied, any increased funding would require corresponding reductions elsewhere. Community feedback will be essential in guiding these decisions, and difficult trade-offs are anticipated.

Clean-up works will be staged over time to manage affordability, with focus applied to certain areas at a time. The Board wished to formally thank the previous manager for his significant contribution and hard work.

Decisions regarding the future of the deer will require Council approval and will be considered at their next meeting. In the interim, an unsafe platform at the Lower Domain has been identified, and it was suggested that the gates be closed to mitigate risk.

That the report from the Facilities Manager dated 19 March 2026 concerning the Dannevirke Deer Park be received.

Amboy/Christison

Carried

That the Dannevirke Community Board endorse the proposal to decommission the Dannevirke Deer Park

Christison/Wallace

Carried

Mayor Scott Gilmore and Chief Executive Corin Haines left the meeting at 9:46am.

8.4 Dannevirke Community Board Flags for Flagtrax System

The Dannevirke Community Board considered the report of the Democracy Support Officer that outlined the proposed next steps for purchasing a set of flags for the Flagtrax system installed on street poles along High Street Dannevirke.

That the report from the Democracy Support Officer dated 24 March 2026 concerning the Dannevirke Community Board Flags for Flagtrax System be received.

Wallace/Christison

That the Dannevirke Community Board proceed with purchasing a set of flags for the Flagtrax System on High Street Dannevirke.

Hynes/Amboy

Carried

8.5 **Annual Plan 2026-28 and Early Engagement on Long Term Plan**

The Dannevirke Community Board considered the report of the Manager - Democracy Services dated 08 April 2026 that informed the Board that the Council resolved not to consult on the 2026-27 Annual Plan and encourages the community to provide feedback in the upcoming early engagement for the 2027-37 Long Term Plan.

It was advised that the early engagement starts today and the Communications Team will be issuing resources to support Board members with the public engagement after today's meeting.

That the report from the Manager - Democracy Services dated 08 April 2026 concerning the Annual Plan 2026-28 and Early Engagement on Long Term Plan be received.

That the Dannevirke Community Board notes that the Tararua District Council resolved not to consult on the 2026-27 Annual Plan and encourages the community to provide feedback in the upcoming early engagement for the 2027-37 Long Term Plan.

Amboy/Hynes

Carried

8.6 **Portfolio Programme Project Report**

The Dannevirke Community Board considered the report of the Democracy Support Officer dated 13 April 2026 that provided an update on the key portfolios, programmes and project statuses reported at the Infrastructure and Projects Committee meeting held 15 April 2026.

A question was raised regarding the location of the proposed additional reservoir for the Dannevirke Impound Supply – Treated Reservoir. It was requested that further information be provided at the next meeting, and, if possible, that a presentation also be included.

That the report from the Democracy Support Officer dated 13 April 2026 concerning the Portfolio Programme Project Report be received.

Wallace/Amboy

Carried

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

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

Amboy/Phillips

Carried

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

Road Safety Committee Meeting - the committee discussed stock crossings, 6 yearly bridge inspections which are underway, NZTA and the Police provided updates, the Chair advised she had raised the concern regarding the unused bus stop which has been raised previously by the Board and it was advised that Tararua Alliance will investigate this further.

Emergency Management Committee - The Committee meeting was held following a recent weather event. Discussion focused on how the response was managed, what worked well, and opportunities for improvement. Members provided an overview of activities and experiences across the district.

Dannevirke Multisport Complex - No meeting was held during the previous month; however, a meeting is scheduled to take place this week. It was advised that results from liquefaction testing of the basketball court are still awaited, and work is ongoing to finalise covenants for the skate park.

Dannevirke Chamber of Commerce - Two successful "After 5" events were recently held, with the first hosted by St Vincent de Paul and the second at Activate Gym. Both events were informative. The next meeting is scheduled for tomorrow evening at the Dannevirke Regent Cinema.

The Chamber has also launched a new Service Spotlight campaign to showcase and promote Dannevirke businesses. This month's featured business is Dannevirke Dart Panel and Paint. In addition, the latest monthly newsletter has been distributed, providing updates to the community on local businesses and Chamber activities.

Dannevirke and Districts A&P Association - next meeting tomorrow night, no meeting last month, annual show went well, new caretaker doing great - its looking great and more utilised, a lot of interest from other outside groups to utilise the space.

Dannevirke Brass Band - The Band is fully prepared and ready to support upcoming ANZAC Day services across the district.

Dannevirke Pipe Band - The Pipe Band has confirmed all preparations are complete and they are ready to participate in ANZAC Day commemorations.

Friends of Dannevirke Domain - The rose garden at the Dannevirke Domain is in excellent condition and ANZAC Day ready. The Friends of the Dannevirke Domain continue to do a fantastic job maintaining the garden, which is looking great and well cared for.

Dannevirke Community Vehicle Trust - service continues to get great support from community. Over last financial year ending in march it has seen an increase in excess of 200 trips for the year, in fuel crisis the Trust is appreciative of 2 fleet

vehicles - 1 hybrid and fully EV vehicle (on loan from Scan power)for this service,

Tararua REAP - It was advised that their AGM coming up.

Tararua Community Youth Services - The service continues to operate effectively and remains the only dedicated youth development provider for young people aged 15 and over in the Tararua District. A notable recent highlight was the presentation of a social impact report, which demonstrated the significant value of investment in youth services. As an organisation heavily reliant on external funding, the report highlighted that for every dollar invested in our youth, approximately \$11.65 of value is generated for the youth community.

Dannevirke Christmas in the Park - A meeting is scheduled for next Tuesday 5.00 pm at Merrylees Tavern, with expressions of interest sought for a Board member to support the event.

Dannevirke RSA - The Dannevirke RSA reported a successful Poppy Day appeal held on Friday and expressed appreciation for Council's support. All preparations are in place, and the RSA is ready for ANZAC Day commemorations.

10. Correspondence

10.1 Correspondence

That the correspondence as listed be received:

Email from Mayor Scott Gilmore in response to outstanding actions for the Dannevirke Community Board.

Amboy/Christison

Carried

11. Discussion Items

Liaison Representative - Tararua Aquatic Community Trust - The Board was approached to nominate a liaison representative for the Tararua Aquatic Community Trust. Board member Ron Wallace has expressed his willingness to take on this role.

That the Dannevirke Community Board appoints Board Member Ron Wallace as a liaison representative for Tararua Aquatic Community Trust.

Hynes/Christison

Carried

Earthquake Prone Buildings - it was noted that a full report was attached to the agenda regarding this item. Numerous members of the public and business owners have a keen interest in the proposed changes. The associated action should remain open for continued monitoring.

Market Day - Following discussions with Tracey Friend from the Dannevirke Chamber of Commerce, it was agreed to align a Market Day with the Christmas

Parade. This proposal has the support of the Board, as well as Hamish from Dannevirke Pharmacy, who has confirmed sponsorship of the Christmas Parade for the next three years.

The Chamber of Commerce is supportive of the initiative, and the regular Dannevirke Market Day group has also been consulted and is keen to participate. The Chair will prepare a promotional poster and commence marketing.

An action was identified to investigate the process for hosting the market along High Street and Ward Street, including the requirements and costs associated with road closures and traffic management, which were noted as a potential constraint.

The option of linking the Market Day with Christmas in the Park was also discussed. The Chair will attend the next Christmas in the Park meeting to explore this further and gather additional information.

Easton Fountain Project – The project is still underway, with water usage remaining a key concern. A 100 mm pipe was previously installed, which generated significant pressure but resulted in excessive water consumption. Options for recycling water have been explored; however, substantial water loss occurs during adverse weather conditions, particularly in strong winds. As an alternative, a waterless fountain is also being considered, using lighting effects instead, which would be especially effective at night.

Dannevirke Promotions and Development – it was noted that it is an issue for Community Boards to raise external fundraising. At the informal meeting, it was discussed that Dannevirke Promotions should be retained; however, it is now too late to reinstate it as an incorporated society. Consideration is being given to establishing a new incorporated society to act as an umbrella organisation for other groups, supporting coordinated fundraising efforts. This will be explored further with the Chair, a new incorporated society could also assist in addressing the Board's funding shortfall. Having the appropriate structure in place is essential to effectively access funding opportunities.

Dannevirke Community Board Facebook Page – The Facebook page is now live, with its first post published on Friday, and is managed by the Chair. The page is intended solely as an information channel to keep the community informed about events and activities in Dannevirke. Commenting on posts is disabled.

Redfern Street Old Clubrooms – A Board member was approached by a ratepayer who noted that, following the removal of surrounding trees, the clubrooms are now more visible and appear to be in a very derelict condition. Questions were raised about Council's position and whether any action can be taken. It was advised that the site is privately owned, and responsibility rests with the property owner. Council has limited ability to intervene unless there are breaches of the District Plan, and it has no jurisdiction to enter the property. Any concerns must therefore be directed to the private owners.

Footpaths – Anderson Street / Waterloo Street – Two CRM’s were submitted regarding the corners of Anderson and Waterloo Streets near the sports centre. There are no kerb ramps at this intersection, and reports have been received of elderly pedestrians tripping and falling. The area is also inaccessible for mobility scooters, despite ramps being installed at other nearby corners. There has been no response to CRM’s to date, which is disappointing given the safety hazard. An action was requested seeking a response from Council.

Rates Direct Debit Error – It was advised that regular reports are provided to Council’s Risk and Assurance Committee. Information from these meetings, including livestream recordings, is available on the Council’s website. Board members are encouraged to follow these meetings to stay informed and up to date.

Tamaki River Road (Dangerously Smooth Seal) – A CRM was lodged regarding the condition of Tamaki River Road; however, no response or action has been received. For the past 12 months, the road surface has been excessively smooth, creating hazardous driving conditions. Sections along Top Grass Road are also reported to be dangerously smooth. A request was made for this matter to be added as an action item to obtain a formal response from Council.

Riverdale Road damage - this topic was covered in item 8.2 - Management Report.

Top Grass Road dropout - this topic was covered in item 8.2 - Management Report. The dropout is located near Umataoroa Domain.

Town Hall Viking Sign – A CRM has been received recommending the removal of the Viking sign. Since the Town Hall has been repainted and now presents very well, it was suggested that the Viking sign be removed or relocated. It was advised that the digital sign is planned to be taken down; however, the electrician is currently unwell and unable to carry out the work, so this will need to be rescheduled. All Board members support the removal of the Viking sign from the Town Hall.

12. Chairperson’s Remarks

Nil

13. Items not on the Agenda

Use of QR Codes at Local Cemeteries – It was advised that the QR codes link to an online survey, enabling the collection of live survey feedback. While it was noted that the Facilities Manager would respond to this query directly, it was recommended that submitting a query CRM would be the most appropriate way

to formally seek further information.

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

**Meeting held 7 April 2026, 7pm
Woodville Sports Stadium Supper Room**

1. Present:

R McMillan, V Tomlinson, J Dittmer, R Compton, A Sowry, J Kopa, K Stevens

2. Visitors:

Nil

3. Apologies:

B Tomlinson, C Wilton, M Carroll, S Gilmore

4. Conflicts of Interest:

Nil

5. Minutes of previous meeting:

Correction – add Jade Dittmer to the Christmas Committee in the previous minutes.

That the minutes are confirmed as a true and accurate record.

R Compton / J Dittmer

Carried

6. Matters Arising from the minutes:

- Offer of support from non-member

7. Correspondence:

Inward:

- Woodville School re Stadium Hire

Outward:

- J-Stone Skate Parks re Skate Park Project

That the inwards correspondence be accepted and the outward approved.

V Tomlinson / R McMillan

Carried

8. Reports

- Finance – V Tomlinson**

That the Financial Report be accepted and accounts paid.

V McMillan / R Compton

Carried

ii. TDC Report – K Stevens

Report for April 2026 from Tararua District Council.

- Long Term Plan 2027-2037: Council will soon be engaging with the community about the next 10 years for Tararua – the conversation will open on 20 April and close 31 May. Council is starting conversations for the 2027-2037 plan earlier and has a new interactive engagement tool that they are excited to share with the community.
- Residents Survey: The survey runs from 1 to 31 May. It's a yearly check to see how happy people are with Council services, and anyone can take part.

iii. Chairperson report – J Jopa

Work continues on existing projects.

iv. Funding Officer Update – K Stevens

Pub Charity application submitted. Further applications to be submitted and resolutions are sought for the following.

That Positively Woodville applies to Pub Charity for a grant for the construction of a new skate park in Woodville.

K Stevens / V Tomlinson

Carried

That Positively Woodville applies to Lion Foundation for a grant for the construction of a new skate park in Woodville.

K Stevens / V Tomlinson

Carried

That Positively Woodville applies to Eastern and Central Community Trust for a grant for the construction of a new skate park in Woodville.

K Stevens / V Tomlinson

Carried

That Positively Woodville applies to Aotearoa Gaming Trust for a grant for the construction of a new skate park in Woodville.

K Stevens / V Tomlinson

Carried

That Positively Woodville applies to Department of Internal Affairs for a grant for the construction of a new skate park in Woodville.

K Stevens / V Tomlinson

Carried

v. Skate Park Subcommittee – K Stevens

Master Plan for the construction design is now complete. This has been sent to WSP Palmerston North to begin preparing the resource consent. This will include a noise assessment.

A Funding application has been submitted to Pub Charity. Further applications are planned as detailed above.

9. General Business

Christmas Parade:

Committee agreed that a meeting will be held and advertised to the community. Date for meeting set as Tuesday 21 April 2026 at 7pm.

Mad Hatters Day:

Jenny Lovett has advised that she has been unable to reach the individual who previously volunteered to take over the event management. This may mean that a committee is required to deliver this event in the future. Chairperson will provide an update at the next meeting.

Legal:

The committee continues to receive correspondence from a local individual. The individual is seeking legal counsel. It was agreed that if any legal action is pursued, a meeting of the Executive Committee will be held to determine next steps, and that any further updates are to be provided through monthly committee meetings.

ANZAC Day:

Contact will be made with RSA regarding possible support to purchase ANZAC flags for flagtrax.

Find Our Friends Audit:

Some of the “friends” in Fountaine Square have been damaged, or are missing, and need replacing. A review is needed.

Action: J Kopa and R Compton to assess how many replacements are required.

Offer of Support: Local member of the community, Esther Hutton, has offered support with running the social media and with funding applications. An outstanding project for the Funding Officer is obtaining funding for repairing the Flagtrax system outside the Caltex, and it would be great to accept the offer of assistance for that project.

Action: K Stevens to speak with Esther.

Meeting closed at 7.40

Next Meeting – 5 May 2026

Signed: _____

Date: _____

Chairperson



Minutes of the Explore Pahiataua Incorporated Society meeting held at the Tararua District Council Service Centre, 136 Main Street, Pahiataua on 1 April 2026 at 7pm

PLEASE NOTE THESE ARE DRAFT MINUTES WHICH HAVE NOT BEEN CIRCULATED & NOTED AS A TRUE & CORRECT RECORD UNTIL THE FOLLOWING MEETING.

1. Present

- 1.1. Committee Members: Raylene Treder (Chair), Georgina Morrison (Secretary), Ingrid de Graaf, Bex Brown, James Devoe (Treasurer), Anaissa Mandal
- 1.2. Tararua District Council Representatives: Cr Elisabeth Kennedy
- 1.3. Public attendees: Alistair MacDougall

2. Apologies

- 2.1 Mayor Scott Gilmore.

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 Note to add Cr Chris Corlett as attending in February – apologies!

That the minutes of the Explore Pahiataua meeting held on Wednesday, 4 March 2026 (as circulated) be confirmed as a true and accurate record of the meeting.

Carried

6. Matters Arising

- 6.1 Note Stage Costs agreed via email as per appendix.
- 6.2 Pavers update: Council have confirmed the placement is acceptable however they have requested confirmation of the number of pavers and information around health and safety.
- 6.3 Pahiataua Information Centre Grant Request. As per Committee's email discussion, this grant is not viewed as a core function. The Committee prefers to fund one-off events and voluntary groups who aren't funded by Council.

Actions:

- Georgina to add a disclaimer around the minutes having not been reviewed or passed at the time they are passed on to Council.
- Georgina to notify Pahiataua Information Centre
- James to add the Pavers to the tagged funds

7. Correspondence

Inwards

- i. Traffic Management NZ: Increase in fees
- ii. Judy Gleeson / Rebus: Request for a speaker
- iii. Michael Shin / Pahiataua Pharmacy: Buy-a-Block \$250 Gold Block
- iv. Melody Lawrence: Thanks to Anaissa for finding new Custodian for Pahiataua Cultural Centre
- v. TDC
 1. Request for Mesh Fencing around the Dog Park from Kayla Snowden
 2. Signage design for the rules on the Dog Park Pahiataua.
- vi. Grant Requests
 1. Nil
- vii. Invoices
 1. Nil

Outwards

- i. Georgina Morrison – Request for Pahiataua Information Centre to share Civil Defence notice information

7.1 Items Arising – The increased Traffic Management charges were discussed and agreed to accept.

7.2 Dog Park Mesh request: The Committee discussed that mesh is costly, there will be increased maintenance for mesh as it would be dangerous if it breaks and it makes it much trickier to mow. The Committee decided not to progress this further.

Action: Georgina to notify Kayla Snowden of the outcome of the request for mesh wiring.

That the inwards be received and outwards noted.

Carried

8. Council Report – Cr Kennedy

- Annual Plan/Budget: The projected rates increase was just over 11% but the team has worked hard to get it to 4.83%. This is in line with the council's value of Affordability. This will mean that there won't be anything new/flashy, with a focus on core services and interest and depreciation costs.
- The next focus is on the LTP – where council members will be having big conversations with the community, how services should be provided – in line with affordability. Council has adopted the early engagement plan – ensuring that we are a future focused district where our priorities are
- In regards to Local Water Done Well – progress has been made with the Wairarapa Councils/CCO. Mayor Scott has been on the panel for recruiting the board members. Furthermore, the Letter of Expectation for the new entity has been approved and this will focus on the delivery of water services.
- Contestable fund; The allocation for the successful applications has been completed.

9. Financial Report

9.1 Current status

| Balance of Accounts: | | | Remainder Funding: | |
|----------------------|----------------|--------------|--------------------|--------------|
| Main Account | Business Group | Term Deposit | Grant Funding | Tagged funds |
| \$60,694.78 | \$1,392.95 | \$137,619.55 | \$3,119.75 | \$73,179.33 |

9.2 Invoices to be approved for payment on 20th:

| | |
|-----------------------|-----------------|
| Bush Multisport | \$23.00 |
| Bush Telegraph Advert | \$538.84 |
| Total Due | \$561.84 |

9.3 Tagged funds

| | |
|---|--------------------|
| Harvard Playground | \$20,000.00 |
| Carnival Park (originally \$9,289.33 but reduced by invoices/charges; reflects \$2,708.33 received for weed management share) | \$3,212.16 |
| Bush Telegraph Advertising | \$3,653.96 |
| Community Garden remaining infrastructure works | \$1,055.51 |
| Lawnmowing for Polish memorial (until Nov 2026) | \$1,680.00 |
| Discretionary funding (originally \$7,507 but reduced by allocations) | \$3,119.75 |
| Meeting fees/7 members yearly 2026 | \$12,150.00 |
| Civil Defence Group-funds for generator plug for Bush Multisports Park | \$15,000.00 |
| Explore Christmas | \$10,000.00 |
| Dog Park maintenance | \$1,915.00 |
| Bush aquatic trust (Paid FEB 2026) \$10,000 | \$0 |
| Business Group of \$1,500. (JAN 2026) | \$1,392.95 |
| Total | \$73,179.33 |

Our term deposit has earned \$2,000 over 6 months. The committee intends to invite youth to a whiteboard session to create a youth strategy to fund and will invite a variety of students from the district to contribute. Raylene circulated documentation from a regional youth meeting for inspiration.

Action: James to contact Fontayne regarding invoicing Council.

Decision: The Committee agreed to re-invest the term deposit for 3 months at the current rate.
Carried

That the financial report for the preceding month be received and that identified invoices are approved for payment.
Carried

10. Grant Application

10.1 None received.

11. Portfolio Reports

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

- The PDBG/Explore Pahiataua Civil Defence workshop held on the 6th March, and hosted by Georgina Morrison, was very well attended thanks to Georgina personally inviting certain businesses to attend. It was an excellent session and a great starting point for further Civil Defence meetings. Great to bring so many heads together who have the ability to make a real difference in an emergency scenario and the business community is an important part of this.
- No April events organised yet, need to get onto this.
- General information and support was requested by a gentleman mentoring a young man hoping to start up a barber shop in Pahiataua – a detailed email was sent in response but from a personal perspective as the PDBG hasn't been posed a question like this before! May need to look into some sort of checklist for further enquiries of a similar nature.

Explore Pahiataua Marketing (Ingrid de Graaf & Anaissa)

- Bush Telegraph – March issue dedicated to Civil Defence – “Don't Be A Fool, Be Prepared” Community Readiness Day on 1st April
- April Bush Telegraph – available – for Carnival Park?
- Georgina updated the website with the Civil Defence info- formatting on landing page- links and added an extra tab page just for “community readiness”
- Facebook – shared Community Garden burger night, posted regarding Community Emergency Readiness Day, posted reminder regarding Community Emergency Readiness Day and shared event.
- Tried to boost post regarding Community Emergency Readiness Day but AI stepped in and distorted the message using text from the website.

Cycleway project (Ingrid de Graaf)

- I have been unable to reach Fontayne Chase – I am unsure what her current status is at work or for how long, or whether there is anyone else I can speak with in her absence?
- I am also having trouble connecting with Gerry Parker – I have tried to organise a time to speak with him but not much luck and don't want to bother him.
- I have started a proposed plan for the project (and which I hope to finish over Easter). Once complete, I would like the plan to be reviewed by a select few but not sure who yet? Don Cameron? A few committee members?

Action: Ingrid to bring a plan back to the Committee for review.

Road Safety Committee (Raylene Treder)

- Ingrid – I attended the meeting (online) on behalf of Raylene on the 9th March. A very well run meeting by Mayor Gilmore. However, dates for further meetings were meant to be set straight away but I haven't heard what these dates are nor seen any notes from the meeting? Possibly this has gone to someone else?
- Mayor Gilmore had requested that I address the Alliance as to whether they would feel there is any benefit from Explore Pahiataua (or any community committee) purchasing their own STMS equipment but after consideration of this after our last meeting, I personally did not feel this is the right avenue to pursue. The most expensive part of a road closure is labour, not equipment (amongst other reasons).
- Prior to the meeting, Marie Kissick forwarded me details of where she “had got to” at previous meetings with the desired new pedestrian crossing but I would like to discuss this further at our meeting. For this reason, I did not raise it at the Road Safety meeting.

- A personal request for consideration by the committee and potentially to be raised at the next Road Safety Committee meeting is that the intersection of Mangahao Road and State Highway 2 needs a Stop sign not a Give Way Sign. I would also like to discuss this at the meeting.

The Committee agreed; we still want a crossing outside the old Millsbro site, that moving the Mangahao Road crossing up towards the Main Road a block may reduce kids crossing at the Mangahao Rd/Main Street, and that a Stop Sign at that intersection would also help.

Action: Ingrid to speak to David Jackson about a recommendation to move the Mangahao Road crossing.

Swimming Pool (Raylene Treder)

- Possibility of starting the carpark very soon, this will enable access to the site for contractors. Final design and pricing to be provided within the next four weeks. TDC is discussing the commercial contract negotiation for build with the preferred contractor to establish a date contractually.

Harvard Playground Upgrade (James Devoe)

- Currently working closely with Jenny from Park Supplies to develop some concepts, and we are in the process of having the new designs drawn up so they can be properly reviewed. Once the designs are ready, we will present them to the committee for feedback and approval.
- The council has requested an expected completion timeframe, as parts of the playground have been identified as non-compliant. Specifically, this relates to the monorail (which is worn out) and the swinging seats (where the frame has entrapment areas), as this is the area we are looking at replacing the play equipment. At this stage, we are aiming to have the project completed by the end of June, subject to committee approval and final design confirmation.

Stage (James Devoe)

- James has been setting up the stage the last two weekends including for a funeral and at Tui HQ.

Civil Defence (Georgina Morrison)

- As per above reports we have been advertising the 'Don't be a fool, be prepared' day. Great to see some committee members, businesses and schools get on board and hopefully it gains momentum. The current tally for filling out the forms is 8 businesses and 26 individuals. Will be drawing winners for coffee vouchers and the morning tea shout. I've been thinking of the second prep date (I want two a year so it's active in our minds) and currently thinking of the start of spring so we can, 'Spring into Preparation Mode' or something equally as cheesy.
- Great to have a permanent tab on the website now for Civil Defence advice - thanks Anaissa
- Spent some time with Michael, Co-owner of Pahiataua Pharmacy, to understand their needs in an emergency and discuss implications of potential scenarios. Looking at creating an opt-in vulnerable person list and Michael is happy to hold this. This is for residents who, for a variety of reasons (health, lack of local support, mobility etc) would like to be checked on in an emergency. The pharmacy is a trusted place for these people so an ideal situation. All privacy requirements will be met.
- Met with Pete Sinclair and Sarah Fountaine to teach Tararua College how to use their emergency radio and learn myself. We then shifted the Emergency Radio to Bush Multisport Stadium so it's more accessible. Bush Multisport have joined the Wednesday check-in. I have since moved the rest of the contents of the Civil Defence cupboard to the stadium as well, the contents will need to be reviewed.
- Raylene/Bexx have been investigating the generator potential and have found out a plug is required. McDougalls is providing a quote for this. He's also said the current generator will only run lights. The marae has tested theirs and it is a similar story. It's good to start the

- conversation but ideally we'll find a solution that enables us to use cooking facilities etc.
- Met with Raylene/Bexx/Tim Sorenson to discuss Civil Defence planning. Looking at items we'd like to purchase including fridge magnets that get distributed to locals with readiness info.
 - Have been asked to speak at Rebus
 - Want to find a day to spend with generator suppliers/owners (Bissets, Mitre 10, maybe others like Power Co, Jacksons) to make a plan for priority use in an emergency.

Action: Cr Kennedy to ask Council about prioritising asset location - request to move the generator to Bush Multisport.

Youth Portfolio (Raylene)

- Unfortunately I was unable to attend the Tararua Youth Network Hui this month, Sport Manawatū have collated data from the surveys that our rangatahi have completed. Actions to be completed from the hui:
- Sport Manawatū and TDC councillors to connect and book hui in with all secondary schools and alternative education spaces to go through survey data and create bespoke pieces of work following school leaders advice.
- Sport Manawatū to pop a thank you out to rangatahi
- Sport Manawatū to look at how they can support communications/access to club information
- Keshaan to look at the possibility of organizing a Ki-o-Rahi game for rangatahi during the holidays as part of a "pop-up" youth space. Sport Manawatū can support if needed.
- Kelly to send out next invite. Meetings will be held monthly in the interim and will eventually move to bi-monthly as things progress. The next hui will be held in Pahiataua.

Explore Christmas (Bex)

- In recess Bexx still to do handover with Ingrid

Not Received: Community Garden, Carnival Park

12. TDC & Explore Service Agreement

Georgina has continued to follow up with Sarah Fountaine. Potential discussion points:

- Communication protocol between Council and Explore including Council staff working with local Pahiataua Community Groups
- Supporting Voluntary Organisations as well as Businesses
- Honouring Te Tiriti and mana whenua

13. Pahiataua Park Slide – Alistair MacDougall (QSM)

Mr MacDougall spoke to the Committee about his desire to support the replacement of the slide in Harvard Park. Mr MacDougall had initially contacted the Council and was sent to speak to the Explore Chair, Raylene, despite the park being a Council asset. Previously, the Council had removed the slide due to Health & Safety concerns and complaints from the public. Raylene apologised that the Council had incorrectly referred Alistair to Explore Pahiataua as this is not a decision that the Committee can make and informed Mr MacDougall of the correct person to speak to at Council.

Next meeting date: 7.00pm 6th May 2026 at Tararua District Council Service Centre, 136 Main Street, Pahiataua.

Meeting closed at 8.26pm.

Raylene Treder (Chair): _____

Appendix One: Stage Costs

- MOU with Bush Multisports states - 30% to Bush Multisports / 70% to Explore Pahiataua
- Set up in the Bush Multisports stadium:
 - \$200.00 Schools/Community Group Hire
 - \$300.00 Private Hire
 - \$500.00 Corporate Hire
- Set up off site:
 - \$200.00 + 6 hours labour @\$35.00 per hour Schools/Community Groups
 - \$300.00 + 6 hours labour @\$35.00 per hour Private Hire
 - \$500.00 + 6 hours labour @\$35.00 per hour Corporate HireSet up off site also incurs a \$1.17 per kilometre travel fee.

James and (any other) will be compensated by a voucher for his hours when we pay meeting fees 6 monthly and Harri will be paid out of the 30% Bush Multisports receives.

Explore Pahiataua will provide the stage FREE for Explore Christmas and Children's Day and will cover the costs for labour for these events.

Outside these scenarios, costs will be discussed between Raylene, James and Bexx.

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 | <p><i>That the Council pursue the disposal of the following assets:</i></p> <p>39 Gregg Street, Dannevirke 39 Ransom Street Reserve, Dannevirke DVK Rural Bus Depot, Dannevirke Land at 16 Bengston Street, Eketāhuna</p> <p><i>That, prior to disposal, the Council inform occupiers of each property under consideration for disposal.</i></p> <p><i>That the Council initiate engagement with iwi regarding the disposal of identified assets.</i></p> <p><i>That the Council engage with the public regarding the disposal of identified assets.</i></p> | | | GM - Operations | In progress | Progress to be reported in future public excluded action list |
| 30-07-2025 | Pukaha Loan Interest | <p><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></p> | 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 | <p><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.</i></p> | Report to Council | April 2026 | Mayor / Chief Executive | Complete | Refer public excluded report on agenda |

| Meeting Date | Topic | Decision | Action | Due Date | Assigned to | Status | Progress Notes |
|--------------|---|--|---|-----------|---------------|---|---------------------------------------|
| | Shareholders' Agreement | <i>That the Tararua District Council request that the Chief Executive report back to Council on any changes made under this delegation</i> | | | | <div style="display: flex; justify-content: space-between; font-size: small;"> Complete In progress On hold Overdue Not started </div> | |
| 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 | June 2026 | GM Operations | In Progress | Application approved 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 | Unknown | GM Operations | Not started | Awaiting finalisation of legislation and enactment of Bill. |
| 17-12-2025 | MWLAASS services | Request to invite representatives of the Manawatu-Whanganui Local Authorities Shared Services Ltd (MWLAASS) visit Council in the future to explain the services undertaken through the MWLAASS | Arrange visit by MWLAASS representatives | | Chief Advisor | In Progress | Invitation made to attend 29 April Council meeting awaiting response |
| 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 | Complete | Link to Council website highlighted at |

| Meeting Date | Topic | Decision | Action | Due Date | Assigned to | Status | Progress Notes |
|--------------|------------------------------|--|----------------------------------|------------|-----------------|---|--|
| | | | | | | <div style="display: flex; justify-content: space-between; font-size: 0.8em; font-weight: normal;"> Complete In progress On hold Overdue Not started </div> | |
| 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 | June 2026 | GM – Operations | In Progress | Noted. Will be included in next committee management report. |
| 11-02-2026 | Driveway Crossings | Request from Infrastructure Projects Committee for a report on options for driveway crossings | Report to committee | April 2026 | GM – Operations | Complete | An update was included in committee management report. |
| 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 | In Progress | Update Report will be included in next committee in Projects report however waiting on legislation for final decision point. |

| Meeting Date | Topic | Decision | Action | Due Date | Assigned to | Status | Progress Notes |
|--------------|--|--|---|---------------|---|--|--|
| 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 | 15 April 2026 | GM – People, Capability and Customer Engagement | Complete In progress On hold Overdue 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 | May 2026 | GM – People, Capability and Customer Engagement | In progress | Prepared to present at next committee meeting |
| 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 | GM – Operations | In progress | Noted. Will be included in next committee management report. |
| 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 | Complete | |

| 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 | Unknown | 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 that 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 | In Progress | |
| 25-03-2026 | 2026/2027 Proposed Annual Plan and Proposed Fees & Charges | Provide final Annual Budget and Fees and Charges to the 27 May 2026 Council meeting for formal adoption. | Report to Council | May 2026 | Chief Financial Officer | In Progress | Updated Annual Budget and Fees and Charges will be reported to Council for adoption following a period of community engagement |
| 25-03-2026 | Significance and Engagement Policy | Further review of the Significance and Engagement Policy to be completed in 2027 following the introduction of pending legislative reform. | Report to Council | 2027 | General Counsel | Not started | Awaiting enactment of pending legislative reform |

| Meeting Date | Topic | Decision | Action | Due Date | Assigned to | Status | Progress Notes |
|--------------|---|--|---|------------|------------------------------|--|---|
| 25-03-2026 | Delegations for Tararua District Council Representatives on the Wairarapa Tararua Limited Stakeholders' Forum | That the Tararua District Council amends Part 2 of the Tararua District Council's Delegations Policy to add information included in Attachment 2 to this report. | Update Delegations Policy to reflect delegated authority | 27-03-2026 | Manager – Democracy Services | Complete In progress On hold Overdue Not started | Policy updated |
| 25-03-2026 | Triennial Agreement | That the report from the Manager Democracy Services dated 22 January 2026 concerning the Triennial Agreement 2025-28 be received. That the Tararua District Council: <ul style="list-style-type: none"> notes that all the signatory councils have been asked to sign the new Triennial Agreement; endorses the Triennial Agreement attached at Attachment 1; agrees to review the agreement annually in regard to its effectiveness; supports the establishment of a Manawatu-Whanganui Mayoral Forum and confirms the Mayor of Tararua District as its formal representative on that Forum; agrees to adopt the Manawatu-Whanganui Mayoral Forum's Terms of Reference; appoints a Joint Committee (with the Region's Territorial Authorities) to be called the Climate Action | Advise Horizons Regional Council of resolution Signed and dated signatory page to be sent to Horizons Regional Council | 27-03-2026 | Manager – Democracy Services | Complete | Resolution and signatory page sent to Horizons Regional Council |

| Meeting Date | Topic | Decision | Action | Due Date | Assigned to | Status | Progress Notes |
|--------------|---|---|--|------------|------------------------------|--|--|
| | | <p><i>Joint Committee, pursuant to clause 30(1)(b) of Schedule 7 of the Local Government Act 2002;</i></p> <ul style="list-style-type: none"> <i>agrees to adopt the Climate Action Joint Committee's Terms of Reference;</i> <i>appoints the Mayor of Tararua District as the Tararua District Council's representative on the Climate Action Joint Committee.</i> | | | | <p>Complete In progress On hold Overdue Not started</p> | |
| 25/03/2026 | Triennial Agreement | A review by the Mayoral Forum has been set for May 2026, with final approval in June 2026. The agreement contains review provisions, which require that any changes proposed through the review would be brought back to the signatory Councils for adoption. | Report to Council | June 2026 | Manager – Democracy Services | Not started | Awaiting review by Mayoral Forum in May 2026 |
| 25-03-2026 | Appointment of Directors to Council Organisations and Council Controlled Organisations Policy | <p><i>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.</i></p> <p><i>That the Appointment of Directors to Council Organisations and Council Controlled Organisations Policy be adopted.</i></p> <p><i>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.</i></p> | Update Policy with wording correction requested by the Council for final approval by Chief Executive | 17-04-2026 | Manager – Democracy Services | Complete | Updated Policy approved by Chief Executive and published on website. |
| 25-03-2026 | Complaints Policy | <i>That the report from the Customer Engagement Manager dated 04 March 2026 concerning the Complaints Policy be received.</i> | Complaints Policy to be published on Council | 31-03-2026 | Customer Engagement Manager | Complete | Policy published on Council |

| Meeting Date | Topic | Decision | Action | Due Date | Assigned to | Status | Progress Notes |
|--------------|---------------------------------|---|----------------------|----------|-----------------------------|---|--|
| | | | | | | <div style="display: flex; justify-content: space-between; font-size: 8px;"> Complete In progress On hold Overdue Not started </div> | |
| | | <i>That the Council adopt the Complaints Policy, as set out in attachment 1 "Tararua District Council - Complaints Policy - 2026".</i> | website and intranet | | | Complete | website and intranet |
| 15-04-2026 | Lindauer Walkway | Request from Infrastructure and Projects Committee to provide committee members with a copy of the estimated cost of the bridge for the Lindauer walkway. | | | GM Operations | Not started | |
| 21-04-2026 | Financial Delegations | Request from Risk and Assurance Committee for financial delegations to be reviewed by Chief Executive in conjunction with Chair of Risk and Assurance Committee and brought to May Council meeting for adoption | Report to Council | May 2026 | Chief Executive | In progress | |
| 21-04-2026 | Treasury Risk Management Policy | Recommendation from Risk and Assurance Committee that the Council adopt amended Treasury Risk Management Policy | Report to Council | May 2026 | Manager- Democracy Services | In progress | Policy to be brought to Council for adoption following completion of requested changes |



Report

Date : 23 April 2026

To : Mayor and Councillors
Tararua District Council

From : Allie Dunn
Manager - Democracy Services

Subject : **Recommendation from Committee re 2026 Audit Fee Proposal - Audit New Zealand**

Item No : **10.1**

1. Recommendation

- 1.1 *That the report from the Manager - Democracy Services dated 22 April 2026 concerning the Recommendation from Committee re 2026 Audit Fee Proposal - Audit New Zealand be received.*
- 1.2 *That the Tararua District Council authorise the Mayor to sign the 2026 Audit Fee Proposal from Audit New Zealand on behalf of the Tararua District Council.*

2. Reason for the Report

- 2.1 To present a recommendation from the Risk and Assurance Committee meeting held 21 April 2026 seeking authorisation for the Mayor to sign the 2026 Audit Fee Proposal from Audit New Zealand on behalf of the Council.
- 2.2 At that meeting the Committee noted that the proposal was for one year rather than three years, due to the current uncertainty in the sector. The meeting noted a correction required in the proposal as it referred to being for the next three audits when it related to one audit.
- 2.3 An updated copy of the letter is attached for approval by the Council.

Attachments

1 [↓](#). Tararua DC Audit Proposal Letter 2026



AUDIT NEW ZEALAND
Mana Arotake Aotearoa

Level 2, 100 Molesworth Street
Thorndon
PO Box 99, Wellington 6140

22 April 2026

Scott Gilmore
Mayor
Tararua District Council
PO Box 115
Dannevirke 4942

Ref: EN/LCA/03-0022 / P242
Copy: Director Auditor Appointments
Office of the Auditor-General
PO Box 3928
Wellington 6140

Dear Scott Gilmore

Proposal to conduct the audit of Tararua District Council on behalf of the Auditor-General for the 2026, 2027 and 2028 financial years

1 Introduction

The Auditor-General proposes to appoint me to carry out the audit of your organisation for the next three years. As required by the Office of the Auditor-General (OAG), I set out below information relating to the audit for the three financial years ending 30 June 2026, 2027, and 2028. The purpose of this proposal is to provide information on:

- the statutory basis for the audit and how audit fees are set;
- the entities covered by this proposal;
- key members of the audit team;
- the hours we plan to spend on the audit and reasons for any change in hours;
- our proposed fees for the audit for the financial year ending 30 June 2026 and reasons for any change. ***Given the ongoing changes in the sector, we will agree the fees for the financial years ending 30 June 2027 and 30 June 2028 at a future date;***
- assumptions relating to the proposed audit fees, including what we expect of your organisation;
- what the OAG Audit Standards and Quality Support (ASQS) fee provides;
- certification required by the Auditor-General; and
- our commitment to conduct the audit in accordance with the Auditor-General's Auditing Standards.

2 Statutory basis for the audit and how audit fees are set

The audit of your organisation is carried out under Section 15 of the Public Audit Act 2001, which states that “the Auditor-General must from time to time audit the financial statements, accounts, and other information that a public entity is required to have audited”.

Fees for audits of public entities are set by the Auditor-General under section 42 of the Public Audit Act 2001. The Auditor-General has asked auditors to ensure that the audit hours included in their proposals reflect the time that is required to complete a quality public sector audit efficiently, and that the fees proposed are reasonable.

Your Risk and Assurance Committee and I have the opportunity to reach agreement first and recommend those fees for approval. The Auditor-General, with assistance from the OAG, will set audit fees directly only if we fail to reach agreement.

There is much that the Council can itself do to ensure the efficiency and effectiveness of the audit. This includes being well prepared for audit, having good systems and controls, and ensuring staff are available to assist the auditors as they carry out their audit work.

Our proposed audit fees are set out in this letter and include an estimate of the reasonable cost of disbursements (including travel and accommodation where necessary).

Entities covered by this proposal

This proposal covers the audits of Tararua District Council.

A separate Engagement Letter and audit fee proposal will be provided for the Debenture Trust and Deed audit.

3 Key members of the audit team

| | |
|-------------------|-----------------|
| Appointed Auditor | Fiona Elkington |
| Audit Manager | Bilal Ahmad |

In accordance with normal professional practice, the key members of the audit team named in this proposal are subject to change. For example, a change made to comply with the Auditor-General’s independence requirements.

4 Estimated audit hours

We have prepared a one-year fee budget with the budgeted fees for the two outer years of this proposal to be prepared and negotiated with you following completion of the 2026 audit.

We estimate that the following hours will be required to carry out the audits (compared to budgeted and actual data from the previous financial year):

| Audit team member | 2025 budget | 2025 actual * | 2026 |
|--------------------------|-------------|---------------|-------------|
| Appointed Auditor | 100 | 113 | 90 |
| Audit Manager | 141 | 181 | 150 |
| Audit Staff | 667 | 928 | 780 |
| Other Specialists | 43 | 28 | 6 |
| Total audit hours | 951 | 1,250 | 1026 |

***Note** – actual hours have been adjusted to eliminate any hours that were due to auditor inefficiencies. The actual hours that remain are the reasonable hours that were attributable to the audit in that year.

Actual audit hours for 2025 exceeded budget due to:

- increased audit effort arising from revised auditing standards (AS 1) and sector-specific developments such as Local Water Done Well, which necessitated additional technical discussions, disclosures, and emphasis of matter considerations;
- additional audit input and time required in relation such as revaluation reconciliations, funding impact disclosures, payroll and classification disclosures, and rates matters; and
- base team hours required to complete a quality audit being higher than the current budgeted hours.

We note that the council's performance has continued to improve and we will continue to liaise with council management to make further improvements/efficiencies over the 2026 audit.

The increase in audit hours reflects the team mix and hours required to complete a quality audit and has taken into consideration reduction in audit effort for introduction of the new audit standards and expected improvements/efficiencies in the audit process for 2026.

4.1 Reasons for changes in audit hours

The major reasons for the changes in hours for your organisation's audit are:

| Reasons for increased or decreased audit hours compared to previous period <i>budgeted</i> hours: | 2026 |
|---|-----------|
| Increase in audit team hours reflects the additional time and team mix to complete a quality audit. | 75 |
| Total increase in audit hours | 75 |

5 Proposed audit fees

Our proposed fees for the next year audit (compared to budgeted and actual data from the previous financial year) is:

| Structure of audit fees | 2025 budget fees | 2025 actual fees charged (*) | 2026 |
|---|------------------|------------------------------|----------------|
| | \$ | \$ | \$ |
| Net audit fee (excluding OAG ASQS charge and disbursements) | 227,693 | 227,693 | 234,756 |
| OAG ASQS charge | 19,752 | 19,752 | 21,300 |
| Total audit fee (excluding disbursements) | 247,445 | 247,445 | 256,056 |
| Estimated disbursements | 13,000 | 8,588 | 10,000 |
| Total billable audit fees including ASQS and disbursements | 260,445 | 256,033 | 266,056 |
| GST | 39,067 | 38,405 | 39,908 |
| Total (including GST) | 299,512 | 294,438 | 305,964 |

* **Note** – 2025 actual audit fees charged were \$256,033, compared to our 2025 audit costs of \$295,758 (after eliminating costs that were due to auditor inefficiencies). We have shown in table 5 and the paragraph below that table where the additional audit effort was required, and any expected effect on the audit hours required in future years.

The audit fees allow for the audit team to carry out specific tasks identified in the OAG Sector Brief and for the OAG Audit Standards and Quality Support charge. We have also estimated the reasonable cost of disbursements (including travel and accommodation where necessary). Disbursement costs are indicative only and will be charged on an actual and reasonable basis.

As part of your 2026 audit, we are expecting to undertake additional work in relation to Local Water Done Well. This work is not included in the above fee. At the conclusion of our audit, we will discuss any recovery of the reasonable costs for this work with you.

5.1 Reasons for changes in audit fees

In table 5.1 we showed the factors that have resulted in a change of audit hours. The cost impacts of those changes are shown in the table below.

| Reasons for increased or decreased audit fees compared to previous period <i>budgeted fees.</i> | 2026 |
|---|--------------|
| Actual and predicted staff salary cost movements and changes in team mix | 7,063 |
| OAG Audit Standards and Quality Support charge | 1,548 |
| Total increase (decrease) in audit fees | 8,611 |

6 Assumptions relating to our audit fee

You are responsible for the production of your financial statements and anything else that must be audited. Our proposed audit fees are based on the assumption that:

- you will provide to us, in accordance with the agreed timetable, the complete information required by us to conduct the audit;
- your staff will provide us with an appropriate level of assistance;
- your Council's Annual Report and financial statements (including Statements of Service Performance) will be subject to appropriate levels of quality review by you before being submitted to us for audit;
- your Council's financial statements will include all relevant disclosures;
- we will review **up to two** sets of draft Annual Reports, **one** printer's proof copy of the Annual Report, and one copy of the electronic version of the Annual Report (for publication on your website). In the past we had to review more than 2 sets of draft Annual Reports;
- there are no significant changes to the structure and/or scale of operations of the entities covered by this proposal (other than as already advised to us);
- there are no significant changes to the accounting standards or the financial reporting framework that require additional work (other than as specified in tables 5.1 and 6.1);
- there are no significant changes to auditing standards that require additional work other than items specifically identified in the tables above; and
- there are no significant changes to the agreed audit arrangements that change the scope of, timing of, or disbursements related to, this audit.

Our fee specifically excludes the following:

- Costs associated with the impact of changes resulting from the Government's Local Water Done Well programme.

If the scope and/or amount of work changes significantly, we will discuss the issues and any implications for our audit costs and your audit fees with you and the OAG at the time.

7 What the OAG ASQS fees provides

Parliament has indicated that it expects the cost of annual audits under the Public Audit Act (including an OAG ASQS fees) to be funded by public entities.

The OAG ASQS fees partially fund a range of work that supports auditors and entities, including:

- development and maintenance of auditing standards;
- technical support for auditors on specific accounting and auditing issues;
- ongoing auditor training on specific public sector issues;
- preparation of sector briefs to ensure a consistent approach to annual audits;
- development and maintenance of strategic audit plans; and
- carrying out quality assurance reviews of all auditors, and their audits and staff on a regular (generally, three-year) cycle.

Appointed Auditors are required to return the OAG ASQS fees portion of the total audit fee, to the OAG.

8 Certifications required by the Auditor-General

We certify that:

- the undertakings, methodology, and quality control procedures that we have declared to the OAG continue to apply;
- our professional indemnity insurance policy covers this engagement; and
- the audit will be conducted in accordance with the terms and conditions of engagement set out in the audit engagement agreement and schedules.

9 Conclusion

As the Appointed Auditor, I am committed to providing you and the Auditor-General with the highest level of professional service. I intend to work with you, the OAG, and the Auditor-General in a partnership environment to resolve any issues that may arise.

If you require any further information, please do not hesitate to contact me.

Please counter-sign this letter (below) to confirm that you, and the governing body of your organisation, agree with its contents. This letter will then form the basis for a



Report

Date : 22 April 2026

To : Mayor and Councillors
Tararua District Council

From : Allie Dunn
Manager - Democracy Services

Subject : **Recommendation from Committee re Audit New Zealand Letter for Debenture Trust Deed Engagement and Audit Plan**

Item No : **10.2**

1. Recommendation

- 1.1 *That the report from the Manager - Democracy Services dated 22 April 2026 concerning the Recommendation from Committee re Audit New Zealand Letter for Debenture Trust Deed Engagement and Audit Plan be received.*
- 1.2 *That the Tararua District Council authorise the Mayor to sign the Audit Engagement Letter on behalf of the Tararua District Council.*

2. Reason for the Report

- 2.1 To present a recommendation from the Risk and Assurance Committee meeting held 21 April 2026 seeking authorisation for the Mayor to sign the Audit New Zealand Letter for Debenture Trust Deed Engagement and Audit Plan on behalf of the Council.
- 2.2 At that meeting the Committee noted that the engagement covered a three year period from June 2026 to June 2028.

Attachments

1 [↓](#). Attachment to report D26/10963 (Title: Audit Engagement Letter)



AUDIT NEW ZEALAND
Mana Arotake Aotearoa

25 February 2026

Level 2, 100 Molesworth Street
Thorndon
PO Box 99, Wellington 6140

Scott Gilmore
Mayor
Tararua District Council
P O Box 115
Dannevirke 4942

Dear Scott

Audit Engagement Letter

This audit engagement letter is sent to you on behalf of the Auditor-General who is the auditor of all “public entities”, including the Tararua District Council (the Council), under section 14 of the Public Audit Act 2001 (the Act). The Auditor-General has appointed me, Fiona Elkington, using the staff and resources of Audit New Zealand, under sections 32 and 33 of the Act, to carry out the annual audits of the Council’s financial statements and performance information. We will be carrying out these annual audits on the Auditor-General’s behalf, for the years ending 30 June 2026 to 30 June 2028.

This letter outlines:

- the terms of the audit engagement and the nature, and limitations, of the annual audit; and
- the respective responsibilities of the governing body (the council) and me, as the Appointed Auditor, for the financial statements and performance information.

The objectives of the annual audit are:

- to provide an independent opinion on the Council’s financial statements and performance information; and
- to report on other matters that come to our attention as part of the annual audit (typically those matters will relate to issues of financial management and accountability).

We will carry out the audit in accordance with the Auditor-General’s Auditing Standards, which incorporate the Professional and Ethical Standards, the International Standards on Auditing (New Zealand), and New Zealand Auditing Standard 1 (Revised): The Audit of Service Performance Information issued by the New Zealand Auditing and Assurance Standards Board (collectively the Auditing Standards). The Auditing Standards require that we comply with ethical requirements, and

plan and perform the annual audit to obtain reasonable assurance about whether the Council's financial statements and performance information are free from material misstatement. The Auditing Standards also require that we remain alert to issues of concern to the Auditor-General. Such issues tend to relate to matters of financial management and accountability.

The council's responsibilities

Our audit will be carried out on the basis that the council, as the governing body, acknowledges that it has responsibility for:

- preparing the financial statements and performance information in accordance with any applicable legal requirements and financial reporting standards;
- preparing and reporting the information required by the Local Government (Financial Reporting and Prudence) Regulations 2014 (the Regulations) and Schedule 10 of the Local Government Act 2002;
- having such internal control as determined necessary to enable the preparation of financial statements and performance information that are free from material misstatement, whether due to fraud or error; and
- providing us with:
 - access to all information relevant to preparing the financial statements and performance information such as records, documentation, and other information;
 - all other information, in addition to the financial statements and performance information, to be included in the annual report;
 - additional information that we may request from the Council for the purpose of the audit;
 - unrestricted access to council members and employees that we consider necessary; and
 - written confirmation concerning representations made to us in connection with the audit.

In addition, the council is responsible for:

- the preparation of the summary financial statements and summary performance information;
- making the audited summary financial statements and summary performance information readily available to the intended users of that information; and
- including our audit report on the summary financial statements and summary performance information in any document that contains that information and that indicates that we have reported on that information.

The council's responsibilities extend to all resources, activities, and entities under its control. We expect that the council will ensure:

- the resources, activities, and entities under its control have been operating effectively and efficiently;
- it has complied with its statutory obligations including laws, regulations, and contractual requirements;
- it has carried out its decisions and actions with due regard to minimising waste;
- it has met Parliament's and the public's expectations of appropriate standards of behaviour in the public sector in that it has carried out its decisions and actions with due regard to probity; and
- its decisions and actions have been taken with due regard to financial prudence.

We expect the council and/or the individuals within the Council with delegated authority, to immediately inform us of any suspected fraud, where there is a reasonable basis that suspected fraud has occurred – regardless of the amount involved. Suspected fraud also includes instances of bribery and/or corruption.

The council has certain responsibilities relating to the preparation of the Council's financial statements and performance information and in respect of financial management and accountability matters. These specific responsibilities are set out in Appendix 1. Appendix 1 also contains some additional responsibilities relating to the health and safety of audit staff. We expect members of the council to be familiar with those responsibilities and, where necessary, have obtained advice about them.

The council should have documented policies and procedures to support its responsibilities. It should also regularly monitor performance against its objectives.

Our responsibilities

Carrying out the audit

We are responsible for forming an independent opinion on whether the financial statements of the Council:

- present fairly, in all material respects:
 - its financial position; and
 - the results of its operations and cash flows for the financial year; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards.

We are also responsible for forming an independent opinion on whether the performance information of Council:

- provides an appropriate and meaningful basis to enable readers to assess the actual service provision for each group of activities; determined in accordance with generally accepted accounting practice in New Zealand;
- fairly presents, in all material respects, the actual levels of service for each group of activities, including:
 - the levels of service achieved compared with the intended levels of service and whether any intended changes to levels of service were achieved; and
 - the reasons for any significant variation between the levels of service achieved and the intended levels of service; and
- complies with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards.

In addition to the above we are also responsible for forming an independent opinion whether:

- the statement comparing actual capital expenditure to budgeted capital expenditure for each group of activities of Council, has been prepared, in all material respects, in accordance with clause 24 of Schedule 10 to the Act;
- the funding impact statement for each group of activities of Council, has been prepared, in all material respects, in accordance with clause 26 of Schedule 10 to the Act; and
- the funding impact statement of Council, has been prepared, in all material respects, in accordance with clause 30 of Schedule 10 to the Act.

We are also required to report on whether the Council has:

- complied with the information disclosure requirements of Part 3 of Schedule 10 to the Act; and
- included complete and accurate disclosures about its performance against benchmarks required by Part 2 of the Regulations.

An audit involves obtaining evidence about the amounts and disclosures in the financial statements and performance information. How we obtain this information depends on our judgement, including our assessment of the risks of material misstatement of the Council's financial statements and performance information, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies and the reasonableness of accounting estimates, as well as evaluating the overall presentation of the Council's financial statements and performance information.

We do not examine every transaction, nor do we guarantee complete accuracy of the Council's financial statements and performance information. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with the Auditing Standards.

During the audit, we obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal controls. However, we will communicate to you in writing about any significant deficiencies in internal control relevant to the audit of the financial statements and performance information that we identify during the audit.

During the audit, the audit team will:

- be alert for issues of effectiveness and efficiency – in particular, how the council and the Council have carried out their activities;
- consider laws and regulations relevant to the audit;
- be alert for issues of waste – in particular, whether the council obtained and applied the resources of the Council in an economical manner, and whether any resources are being wasted;
- be alert for issues of a lack of probity – in particular, whether the council and the Council have met Parliament's and the public's expectations of appropriate standards of behaviour in the public sector; and
- be alert for issues of a lack of financial prudence.

Our independence

It is essential that the audit team and Audit New Zealand remain both economically and attitudinally independent of Council; including being independent of management personnel and members of the council. This involves being, and appearing to be, free of any interest that might be regarded, whatever its actual effect, as being incompatible with the objectivity of the audit team and the Audit New Zealand.

To protect our independence, specific limitations are placed on us in accepting engagements with the council other than the annual audit. We may accept certain types of other engagements, subject to the requirements of the Auditing Standards. Any other engagements must be the subject of a separate written arrangement between the Council and me or Audit New Zealand.

Reporting

We will issue an independent audit report that will be attached to the Council's financial statements and performance information. This report contains our opinion on the fair presentation of the financial statements and performance information and whether they comply with the applicable

reporting requirements. The audit report may also include comment on other financial management and accountability matters that we consider may be of interest to the addressee of the audit report.

In addition, we will issue an audit report that will be attached to the summary financial statements and summary performance information. This audit report will include our opinion about whether:

- the summary of the annual report represents, fairly and consistently, the information regarding the major matters dealt with in the annual report; and
- the summary statements comply with PBE FRS-43: Summary Financial Statements.

We will also issue a report that will be sent to the council. This report communicates any matters that come to our attention during the audit that, in our opinion, are relevant to the council. Typically, those matters will relate to issues of financial management and accountability. We may also provide other reports to Council from time to time. We will inform the council of any other reports we have issued.

Please note that the Auditor-General may publicly report matters that are identified in the annual audit, in keeping with section 21 of the Public Audit Act 2001.

Next steps

Please acknowledge receipt of this letter and the terms of the audit engagement by signing the letter in the space provided and returning a copy to me. The terms will remain effective until a new Audit Engagement Letter is issued.

If you have any questions about the audit generally, or have any concerns about the quality of the audit, you should contact me as soon as possible. If after contacting me you still have concerns, you should contact the Director of Auditor Appointments at the Office of the Auditor-General on (04) 917 1500.

If you require any further information, or wish to discuss the terms of the audit engagement further before replying, please do not hesitate to contact me.

Yours sincerely



Fiona Elkington
Appointed Auditor
On behalf of the Auditor-General

I acknowledge the terms of this engagement and that I have the required authority on behalf of the council.

Signature: _____ Date: _____
Name: Scott Gilmore
Title: Mayor

Appendix 1: Respective specific responsibilities of the council (as the governing body) and the Appointed Auditor

| Responsibilities of the council | Responsibility of the Appointed Auditor |
|---|--|
| Responsibilities for the financial statements and performance information | |
| <p>You are required by legislation to prepare financial statements and performance information in accordance with legal requirements and financial reporting standards. You are also responsible for preparing and reporting the information required by the Local Government (Financial Reporting and Prudence) Regulations 2014 (the Regulations) and Schedule 10 of the Local Government Act 2002.</p> <p>You must also ensure that any accompanying information in the annual report is consistent with that reported in the audited financial statements and performance information.</p> <p>You are required by legislation to prepare the financial statements and performance information and provide that information to us before the statutory reporting deadline. It is normal practice for you to set your own timetable to comply with statutory reporting deadlines. To meet the reporting deadlines, we are dependent on receiving the financial statements and performance information ready for audit and in enough time to enable the audit to be completed. "Ready for audit" means that the financial statements and performance information have been prepared in accordance with legal requirements and financial reporting standards, and are supported by proper accounting records and complete evidential documentation.</p> | <p>We are responsible for carrying out an annual audit, on behalf of the Auditor-General. We are responsible for forming an independent opinion on whether the Council's financial statements:</p> <ul style="list-style-type: none"> • present fairly, in all material respects: <ul style="list-style-type: none"> ○ the financial position; and ○ the results of the operations and cash flows for the financial year; and • comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards. <p>We are also responsible for forming an independent opinion on whether the performance information:</p> <ul style="list-style-type: none"> • provides an appropriate and meaningful basis to enable readers to assess the actual service provision for each group of activities; determined in accordance with generally accepted accounting practice in New Zealand; • fairly presents, in all material respects, the actual levels of service for each group of activities, including: <ul style="list-style-type: none"> ○ the levels of service achieved compared with the intended levels of service and whether any intended changes to levels of service were achieved; and ○ the reasons for any significant variation between the levels of service achieved and the intended levels of service; and • complies with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards. |

| Responsibilities of the council | Responsibility of the Appointed Auditor |
|---------------------------------|--|
| | <p>In addition to the above we are also responsible for forming an independent opinion whether:</p> <ul style="list-style-type: none"> • the statement comparing actual capital expenditure to budgeted capital expenditure for each group of activities of the Council, has been prepared, in all material respects, in accordance with clause 24 of Schedule 10 to the Act; • the funding impact statement for each group of activities of the Council, has been prepared, in all material respects, in accordance with clause 26 of Schedule 10 to the Act; and • the funding impact statement of the Council, has been prepared, in all material respects, in accordance with clause 30 of Schedule 10 to the Act. <p>We are also required to report on whether the Council has:</p> <ul style="list-style-type: none"> • complied with the information disclosure requirements of Part 3 of Schedule 10 to the Act; and • included complete and accurate disclosures about its performance against benchmarks required by Part 2 of the Regulations. <p>We will also read the other information accompanying the financial statements and performance information and consider whether there are material inconsistencies with the audited financial statements and performance information.</p> <p>Materiality is one of the main factors affecting our judgement on the areas to be tested and on the timing, nature, and extent of the tests and procedures performed during the audit. In planning and performing the annual audit, we aim to obtain reasonable assurance that the financial statements and performance information do not have material misstatements caused by either fraud or error. Material misstatements are differences or omissions of amounts and disclosures that, in our judgement, are likely to influence the audit report addressee's overall understanding of the financial statements and performance information.</p> |

| Responsibilities of the council | Responsibility of the Appointed Auditor |
|---------------------------------|--|
| | <p>If we find material misstatements that are not corrected, they will be referred to in the audit opinion. The Auditor-General's preference is for you to correct any material misstatements and avoid the need for them to be referred to in the audit opinion.</p> <p>An audit also involves evaluating:</p> <ul style="list-style-type: none"> • the appropriateness of accounting policies used and whether they have been consistently applied; • the reasonableness of the significant accounting estimates and judgements made by those charged with governance; • the appropriateness of the content and measures in any performance information; • the adequacy of the disclosures in the financial statements and performance information; and • the overall presentation of the financial statements and performance information. <p>We will ask you for written confirmation of representations made about the financial statements and performance information. In particular, we will seek confirmation that:</p> <ul style="list-style-type: none"> • the adoption of the going concern basis of accounting is appropriate; • all material transactions have been recorded and are reflected in the financial statements and performance information; • all instances of non-compliance or suspected non-compliance with laws and regulations have been disclosed to us; and • uncorrected misstatements noted during the audit are immaterial to the financial statements and performance information. <p>Any representation made does not in any way reduce our responsibility to perform appropriate audit procedures and enquiries.</p> |

| Responsibilities of the council | Responsibility of the Appointed Auditor |
|--|--|
| | <p>We will ensure that the annual audit is completed by the reporting deadline or, if that is not practicable because of the non-receipt or condition of the financial statements and performance information, or for some other reason beyond our control, as soon as possible after that.</p> <p>The work papers that we produce in carrying out the audit are the property of the Auditor-General. Work papers are confidential to the Auditor-General and subject to the disclosure provisions in section 30 of the Public Audit Act 2001.</p> |
| Responsibilities for the accounting records | |
| <p>You are responsible for maintaining accounting and other records that:</p> <ul style="list-style-type: none"> • correctly record and explain the transactions of the Council; • enable you to monitor the resources, activities, and entities under your control; • enable the Council's financial position to be determined with reasonable accuracy at any time; • enable you to prepare financial statements and performance information that comply with legislation (and that allow the financial statements and performance information to be readily and properly audited); and • are in keeping with the requirements of the Commissioner of Inland Revenue. | <p>We will perform sufficient tests to obtain reasonable assurance as to whether the underlying records are reliable and adequate as a basis for preparing the financial statements and performance information.</p> <p>If, in our opinion, the records are not reliable or accurate enough to enable the preparation of the financial statements and performance information and the necessary evidence cannot be obtained by other means, we will need to consider the effect on the audit opinion.</p> |
| Responsibilities for accounting and internal control systems | |
| <p>You are responsible for establishing and maintaining accounting and internal control systems (appropriate to the size of the Council), supported by written policies and procedures, designed to provide reasonable assurance as to the integrity and reliability of financial and performance information reporting.</p> | <p>The annual audit is not designed to identify all significant weaknesses in your accounting and internal control systems. We will review the accounting and internal control systems only to the extent required to express an opinion on the financial statements and performance information.</p> |

| Responsibilities of the council | Responsibility of the Appointed Auditor |
|---|---|
| | <p>We will report to you separately, on any significant weaknesses in the accounting and internal control systems that come to our notice and that we consider may be relevant to you. Any such report will provide constructive recommendations to assist you to address those weaknesses.</p> |
| Responsibilities for preventing and detecting fraud and error | |
| <p>The responsibility for the prevention and detection of fraud and error rests with you, through the implementation and continued operation of adequate internal control systems (appropriate to the size of the Council) supported by written policies and procedures.</p> <p>We expect you to formally address the matter of fraud, and formulate an appropriate policy on how to minimise it and (if it occurs) how it will be dealt with. Fraud also includes bribery and corruption.</p> <p>We expect you to consider reporting all instances of actual, suspected, or alleged fraud to the appropriate law enforcement agency, which will decide whether proceedings for a criminal offence should be instituted. We expect you to immediately inform us of any suspected fraud where you, and/or any individuals within the Council with delegated authority have a reasonable basis that suspected fraud has occurred – regardless of the amount involved.</p> | <p>We design our audit to obtain reasonable, but not absolute, assurance of detecting fraud or error that would have a material effect on the financial statements and performance information. We will review the accounting and internal control systems only to the extent required for them to express an opinion on the financial statements and performance information, but we will:</p> <ul style="list-style-type: none"> • obtain an understanding of internal control and assess its ability for preventing and detecting material fraud and error; and • report to you any significant weaknesses in internal control that come to our notice. <p>We are required to immediately advise the Office of the Auditor-General of all instances of actual, suspected, or alleged fraud.</p> <p>As part of the audit, you will be asked for written confirmation that you have disclosed all known instances of actual, suspected, or alleged fraud to us.</p> <p>If we become aware of the possible existence of fraud, whether through applying audit procedures, advice from you, or management, or by any other means, we will communicate this to you with the expectation that you will consider whether it is appropriate to report the fraud to the appropriate law enforcement agency. In the event that you do not report the fraud to the appropriate law enforcement agency, the Auditor-General will consider doing so, if it is appropriate for the purposes of protecting the interests of the public.</p> |

| Responsibilities of the council | Responsibility of the Appointed Auditor |
|--|--|
| Responsibilities for compliance with laws and regulations | |
| <p>You are responsible for ensuring that the Council has systems, policies, and procedures (appropriate to the size of the Council) to ensure that all applicable legislative, regulatory, and contractual requirements that apply to the activities and functions of the Council are complied with. Such systems, policies, and procedures should be documented.</p> | <p>We will obtain an understanding of the systems, policies, and procedures put in place for the purpose of ensuring compliance with those legislative and regulatory requirements that are relevant to the audit. Our consideration of specific laws and regulations will depend on a number of factors, including:</p> <ul style="list-style-type: none"> • the relevance of the law or regulation to the audit; • our assessment of the risk of non-compliance; and • the impact of non-compliance for the addressee of the audit report. <p>The way in which we will report instances of non-compliance that come to our attention will depend on considerations of materiality or significance. We will report to you and to the Auditor-General all material and significant instances of non-compliance.</p> <p>We will also report to you any significant weaknesses that we observe in internal control systems, policies, and procedures for monitoring compliance with laws and regulations.</p> |
| Responsibilities to establish and maintain appropriate standards of conduct and personal integrity | |
| <p>You should at all times take all practicable steps to ensure that your members and employees maintain high standards of conduct and personal integrity. You should document your expected standards of conduct and personal integrity in a “Code of Conduct” and, where applicable, support the “Code of Conduct” with policies and procedures.</p> <p>The expected standards of conduct and personal integrity should be determined by reference to accepted “Codes of Conduct” that apply to the public sector.</p> | <p>We will have regard to whether you maintain high standards of conduct and personal integrity – particularly in matters relating to financial management and accountability. Specifically, we will be alert for significant instances where members and employees of the Council may not have acted in accordance with the standards of conduct and personal integrity expected of them.</p> <p>The way in which we will report instances that come to our attention will depend on significance. We will report to you and to the Auditor-General all significant departures from expected standards of conduct and personal integrity that come to our attention during the audit.</p> |

| Responsibilities of the council | Responsibility of the Appointed Auditor |
|---|---|
| | <p>The Auditor-General, on receiving a report from us, may, at his discretion and with consideration of its significance, decide to conduct a performance audit of, or an inquiry into, the matters raised. The performance audit or inquiry will be subject to specific terms of reference, in consultation with you. Alternatively, the Auditor-General may decide to publicly report the matter without carrying out a performance audit or inquiry.</p> |
| Responsibilities for conflicts of interest and related parties | |
| <p>You should have policies and procedures to ensure that your members and employees carry out their duties free from bias.</p> <p>You should maintain a full and complete record of related parties and their interests. It is your responsibility to record and disclose related-party transactions in the financial statements and performance information in accordance with generally accepted accounting practice.</p> | <p>To help determine whether your members and employees have carried out their duties free from bias, we will review information provided by you that identifies related parties, and will be alert for other material related-party transactions. Depending on the circumstances, we may enquire whether you have complied with any statutory requirements for conflicts of interest and whether these transactions have been properly recorded and disclosed in the financial statements and performance information.</p> |
| Responsibilities for publishing the audited financial statements on a website | |
| <p>You are responsible for the electronic presentation of the financial statements and performance information on the Council’s website. This includes ensuring that there are enough security and controls over information on the website to maintain the integrity of the data presented.</p> <p>If the audit report is reproduced in any medium, you should present the complete financial statements, including notes, accounting policies, and any other accountability statements.</p> | <p>Examining the controls over the electronic presentation of audited financial statements and performance information, and the associated audit report, on your website is beyond the scope of the annual audit.</p> |
| Responsibilities under the Health and Safety at Work Act 2015 | |
| <p>We expect you to work with us to ensure the health and safety of our audit staff.</p> <p>You must ensure, so far as is reasonably practicable, the health and safety of our audit staff while they are on your premises, or</p> | <p>The Auditor-General and Audit New Zealand take seriously their responsibility to provide a safe working environment for audit staff. Under the Health and Safety at Work Act 2015, as a person conducting a business or undertaking (PCBU), we will make arrangements with you to keep our audit staff safe</p> |

| Responsibilities of the council | Responsibility of the Appointed Auditor |
|--|---|
| <p>otherwise engaging with you on their audit work. We expect you to provide a safe and healthy work environment, which includes, but is not limited to, providing:</p> <ul style="list-style-type: none"> • information, training instruction, and supervision to protect them from work related health and safety risks, including inductions on workplace emergency evacuation procedures; • suitably designed workstations that support and maintain an ergonomically correct body posture, including adequate lighting and ventilation; • adequate welfare facilities, such as appropriate bathroom and washing amenities, suitable drinking water, and rest facilities; • appropriately labelled and equipped first-aid kits; • personal protective equipment (PPE) when all other control measures can't adequately eliminate or minimise risks to a worker's health and safety; and • protection from offence conduct such as aggressive slurs and/or behaviours, physical assaults or threats, intimidation, ridicule or mockery, insults, or put-downs. <p>We expect you to work with us to resolve any health and safety concerns related to our audit staff.</p> | <p>while they are working at your premises or otherwise engaging with you on their audit work.</p> <p>We will obtain an understanding of health and safety systems, policies, and procedures put in place for the purpose of ensuring compliance with legislative and regulatory requirements.</p> <p>We will take reasonable care of our own health and safety, and we will take reasonable care that what we do or do not do does not adversely affect the health and safety of other people.</p> <p>We will co-operate with the workplace health and safety policies and procedures of the Council and comply with any reasonable instructions given.</p> <p>We will monitor the health and safety of our audit staff (in particular, to ensure you are providing the things listed under your responsibilities to ensure a safe and healthy work environment for our audit staff when they are on your premises), and we may advise someone at your premises (such as a Chief Financial Officer and/or a health and safety representative) if we have a health and safety concern related to our audit staff. We will work with you to resolve any health and safety concerns related to our audit staff.</p> |



Report

Date : 23 April 2026
To : Mayor and Councillors
Tararua District Council
From : Fontayne Chase
Facilities Manager
Subject : **Dannevirke Domain Deer Park**
Item No : **10.3**

Recommendation

- 1.1 *That the report from the Facilities Manager dated 19 March 2026 concerning the Dannevirke Domain Deer Park be received.*
- 1.2 *That the Tararua District Council provide direction to the Facilities Manager how to proceed with management of the Dannevirke Deer Park or;*
- 1.3 *That the Tararua District Council approves to decommission the Deer Park and;*
- 1.4 *That the Tararua District Council approves the decommissioning process indicated in section 5 – Decommission Process*

2. Reason for the Report

- 2.1 This report is to inform and seek direction from Council to decommission the Dannevirke Deer Park.

3. Background

- 3.1 The Deer Park is located in the Lower Domain, Dannevirke, for the enjoyment of the community and visitors to the park.
- 3.2 It was established in 1969 when the Council set aside the area as a deer park in terms of Section 49 (1) (a) of the Reserves and Domains Act 1953 with approval from the Commissioner of Crown Lands.

- 3.3 The Dark house – Deer shed, was added to the facility in 1990 and built by the Ruahine Work Trust.
- 3.4 The land parcel occupied by the deer park is classified Recreation Reserve.
- 3.5 The Dannevirke Deer Park has a registered National Animal Identification and Tracing number (NAIT). The NAIT is New Zealand’s system for tracking cattle and deer. The system is essential for biosecurity, disease control, and food safety enabling traceability of animal movements.
- 3.6 Stock numbers were reduced in 2021 from nine animals to five. Four Hinds and 1 trophy stag have been in resident up until 2025 season when the birth of four fawns occurred on site.
- 3.7 The deer park occupies a land size of approximately 1.84 hectares consisting of the following assets: approximately 615m perimeter fencing (including gates), additional internal fencing, gates, 6 troughs, 1x Dark House and 1 x Fixed Shelter and numerous large trees.
- 3.8 The deer have been cared for by a casual contractor on a part time basis since October 2018, who is now looking to retire.
- 3.9 The activity is managed under the Parks and Reserves budget and has the following legislative requirement:
- Reserve Act 1977
 - Animal Welfare Act 1999
 - Biosecurity Act
 - Biosecurity – National Bovine Tuberculosis Pest Management Plan Order 1998
 - National Animal Identification and Tracing Act 2012
- 3.10 No upgrades are recorded for the deer park in the past 5 years.

4. Reason for Decommissioning

- 4.1 **Animal Welfare:** Deer are sentient animals capable of experiencing emotions, perceptions, and sensations that are meaningful to them. Their welfare is not only an ethical obligation but a legal one, requiring a high standard of care as outlined in the Code of Welfare for Deer.
- 4.1.1 The primary responsibility for ensuring this welfare lies with the owner and every person in charge of the animals (PICA). Under the Animal Welfare Act, this includes legal accountability for employers, company directors, and officers — not just those directly handling the animals.

4.1.2 Effective care demands:

- Expertise in animal husbandry
- Empathy and respect for animal behaviour and needs
- Skill in observation and handling
- Compliance with legal standards, including:
 - Mandatory tagging of all deer by 180 days of age or before movement off-farm
 - Permanent identification through the NAIT (National Animal Identification and Tracing) system

Failure to meet these standards can result in legal consequences and reputational risk.

4.2 **Physical Environment:** The area set aside for the deer park is in Fair condition however, investment in the near future is required to meet pastoral and water quality standards and fencing improvements.

4.3 Condition Assessment:

4.3.1 Projected replaced cost of 3m x 1000m deer fencing will require \$240,000 investment spread across a 5 year renewal program. Below is the project investment level required for the next LTP.

| Asset Description: | Condition | Life expectancy | Renewal Cost estimates | Renewal Cost estimate | Renewal Cost estimate | Renewal Cost estimate | Renewal Cost estimate |
|---|-------------|-----------------|------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | | | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
| Boundary fence 615m | Fair - Poor | 6 years | \$70,000 | \$80,000 | \$30,000 | | |
| Internal fencing | Good | 6 years | | | | \$20,000 | \$25,000 |
| Perimeter gates | Good | 10 years | \$5,000-\$8,000 | \$5,000-\$8,000 | | | |
| Internal gates | Good | 10 years | | | | \$7,000 - \$9,000 | \$7,000 - \$9,000 |
| Water troughs x 6 | Good | 15 years | | | | | \$5,000 |
| Buildings 1 Dark House Built by the Ruahine Work Trust 1990 | Average | 10 years | | | | \$2,000 | |
| Building 2 Shelter | Average | 5 years | | | \$3,000 | | |

| | | | | | | | |
|-------------------|-------------|--|---------------------------------|-------------------------------|-----------------|-------------------------------|---------------------------------|
| Drainage | Poor | | | \$5,000 | \$10,000 | | |
| Signage | Good | | | | | | |
| NAIT Compliance | Current | | | | | | |
| Tree Assets | Fair - Poor | | \$30,000 | | \$10,000 | | \$2,500 |
| Total Cost | | | \$105,000- \$108,000 | \$90,000- \$93,000 | \$53,000 | \$29,000- \$31,000 | \$39,5000- \$44,5000 |

4.4 **Economic Factors:** the contractor has reported fence post showing signs of deterioration at ground level indicating the need to prioritise the replacement of the perimeter fencing.

4.4.1 Council records inform the stock value as at 30 June 2025 is \$3,175.

4.4.2 The Deer Park does not generate regular revenue and is 100% rates funded.

4.4.3 Tree work is required to protect the perimeter fencing. Recent storms have caused damage to a large tree within the deer enclosure and larges branches to damage a perimeter fence to the paddock occupied by the deer.

4.5 **Husbandry Practices:** effective animal welfare demands expertise in husbandry. Failure to meet compliance standards can result in legal consequences. In late 2024, an incident occurred within the enclosure resulting in the stag attacking and killing a fawn.

4.6 **Health and Safety:** The contractor has expressed concerns after sighting adults lifting children up to the fencing to attempt petting the animals and disregarding signage to observe caution.

4.6.1 The contractor is a 'lone' worker who hand feeds the animals for taming but never enters the enclosure.

4.6.2 The PICA must possess sufficient competency to safely manage deer in accordance with the Animal Welfare Act 1999, the Code of Welfare and NAIT obligations, including the ability to identify and respond to animal behavioural risks (e.g. stags, fawning) and implementing a robust lone worker safety control.

5. Decommission Process

5.1 **Planning and Compliance:** Develop a simple project plan covering NAIT requirements, animal disposal/sale arrangements, health and safety controls, and communication with affected stakeholders. This ensures the process remains legally compliant and avoids cost escalations.

5.2 **Removal or Rehoming of Deer:** prioritise the safe sale, transfer, or humane disposal of all deer on site. Once animals are removed, all ongoing animal related operational, welfare, and compliance costs cease.

5.3 **Decommission Infrastructure:** retire the deer specific assets in a staged, cost-effective way. Eliminate hazards. Remove or make redundant structures on where

they interfere with future recreational use. Retain any elements that are safe and functional as general purpose assets.

- 5.4 **Site Rehabilitation:** Adopt a low cost scalable approach by removing hazardous trees/branches that threaten public safety. Allow the area to revert to passive green space with minimal landscape intervention. Future efforts should be made to restore the reserve to its natural state, such as soil remediation and replanting native vegetation. This is best determined after consultation with the community.
- 5.5 **Continued Monitoring:** Regular monitoring of the site should be conducted to ensure that the rehabilitation efforts are successful.
- 5.6 **Standard Reserve Maintenance:** integrate into standard parks and reserve maintenance.
- 5.7 **Sustainable Development:** Reinstating the land as open green space maintains public access, improves safety and avoids future capital reinvestment demands. Future use of the site should prioritise sustainability to prevent issues from arising.

6. Impact on the Community

- 6.1 **Economic Impact:** The decommissioning of the Deer Park will lead to the job loss of the casual contractor. However, the casual contractor has expressed their agreement with the decommissioning of the Deer Park.
 - 6.1.1 **Community Impact:** The decision affects a small number of residents who value the deer park as a local feature. However, visitation levels are low, and community reliance on the facility is limited. The activity does not provide an essential or widely used service and therefore does not have a high level of district-wide impact.
 - 6.1.2 **Dannevirke Community Board:** officers engaged the support of board members for potential options to sustain the deer park after the retirement of the current contractor, but no viable solution was able to be met.

7. Significance Assessment

- 7.1 In accordance with Council's Significance and Engagement Policy and the decision-making provisions under the Local Government Act 2002 (LGA), the proposal to decommission the Dannevirke Deer Park has been assessed to determine the degree of significance associated with the decision.
 - 7.1.1 **Effect on Levels of Service**

Decommissioning the deer park does not alter the level of service of a core Council activity. Deer husbandry and zoological displays are not identified as significant activities under Council's Long Term Plan (LTP). No amendments to an LTP level of service statement are triggered.

7.1.2 **Reversibility of the Decision**

If decommissioned, the land will remain in Council ownership as Recreation Reserve and reinstated as open green space. Future Councils could reinstate an animal display only through substantial new investment, new approvals, and compliance infrastructure. While reversible, reinstatement would require future funding decisions.

7.1.3 **Financial Thresholds**

The proposal avoids new capital expenditure. The decision instead reduces ongoing operational and compliance costs. It does not trigger the thresholds within the Significance and Engagement Policy relating to major financial commitments or new rating impacts.

7.1.4 **Policy Alignment and Strategic Direction**

The activity is not a strategic asset, nor does the proposal require changes to an underlying policy or strategic document. The decision aligns with the LGA requirement to ensure activities are financially sustainable and proportionate to community wellbeing outcomes.

7.1.5 **Public Interest**

There is community interest due to the park's long history, but this interest is not assessed as district-wide or substantial. Engagement may be appropriate, but a Special Consultative Procedure is not required, as the proposal does not meet the criteria for significance under section 97 of the LGA, nor does it materially alter the level of service of a significant activity.

8. Options

8.1 Option 1: Sell the deer with a land lease/license to occupy the Deer Park

8.2 Option 2: Sell / Dispose of animals and lease the deer park land.

8.3 Option 3: Dispose/Sell deer and decommission the deer park and reinstate as green space for recreation.

9. Assessment of Options

9.1 Option 1 – This option is unlikely to be feasible due to limited market demand, ongoing Council risk exposure, and substantial upfront upgrade costs.

9.2 Option 2 – Feasible if there is a suitable lessee and if Council accepts ongoing land management responsibilities. Operational burden is reduced but not eliminated.

9.3 Option 3 – the most sustainable, lowest risk and most cost-effective option for Council. It aligns with core functions, reduces long-term financial burden, and restores the land for wider public use.

| Option 1: Advantages | Option 1: Disadvantages |
|---|---|
| Retain the deer as a local attraction without requiring Council to provide day-to-day animal care. | Finding a willing and suitable qualified lessee is highly uncertain. The scale of the facility, specialist requirements, and ongoing compliance obligation may deter potential operators. |
| Reduce operational responsibilities for Council while potentially generating modest lease revenue. | Council would continue to carry residual legal and reputational risk, as the landowner, regarding animal welfare, NAIT compliance, biosecurity issues, and public safety. |
| | Capital investment would still be required to meet minimum standards before any lease arrangement could be offered. |
| | The activity remains outside Council's core functions, and retaining the deer park maintains a non-essential asset that will continue to require oversight and monitoring. |
| Option 2: Advantages | Option 2: Disadvantages |
| Removes Council's legal responsibilities for animal welfare, NAIT, and biosecurity compliance. | The current site infrastructure is designed specifically for deer and may not suit other uses without modification |
| Allows Council to derive revenue through leasing the land for compatible activities, with lower operational complexity | Boundary fencing, water supply and tree management still a major reinvestment to ensure safe leasable condition. |
| Eliminates the 0.5 FTE operational requirement associated with managing animals on site. | Council continues to hold long-term responsibility for the asset, including safety, tree risk, and general maintenance of the reserve land. |
| Options 3: Advantage | Option 3: Disadvantages |
| Fully removes Council's compliance obligations of -animal welfare, NAIT, and biosecurity | Loss of long standing community feature |
| Eliminates the need to recruit a new specialist caretaker (0.5 FTE) and deploys existing resources to absorb the additional operational maintenance costs for green | |

| | |
|---|--|
| space. Avoids significant and ongoing capital investment required to maintain fencing, water supply, and pasture to animal-care standards. | |
| Reinforces Council’s focus on core services, aligning with the LGA purpose. | |
| Returns the land to broad recreational use, improving safety, accessibility and public amenity. Simplifying long-term management to standard park maintenance levels. | |

10. Consultation

- 10.1 Engagement with the current contractor, support staff, and past volunteers, have provided the insights to support the recommendation to decommission the deer park.
- 10.2 At the Dannevirke Community Board meeting held on 20th April 2026 the Board provided their endorsement to support the recommendation to decommission the Dannevirke Deer Park.

11. Conclusion

- 11.1 The Dannevirke Deer Park has been sustained for the past five years through the commitment and specialist knowledge of the current contractor, who has acted as the primary caretaker of the animals during this time. Their forthcoming retirement creates a significant operational gap that cannot be easily or affordably filled.
- 11.2 Maintaining legal compliance under the Animal Welfare Act, NAIT requirements, and associated biosecurity and husbandry standards now requires a level of expertise and time commitment equivalent to approximately 0.5 FTE, in addition to regular operating costs. Recruiting or developing staff with this level of specialist capability represents both a financial and organisational challenge for Council.
- 11.3 In addition to operational resourcing pressures, the facility requires substantial capital investment to meet fencing, water supply, pasture, and safety standards. Condition assessments identify the need for major renewal of boundary fencing, tree management, and associated infrastructure to ensure the environment remains safe for both animals and the public. These upgrades carry significant cost and would require ongoing reinvestment to ensure continued compliance.

- 11.4 Deer parks and zoological displays are not a core function of territorial authorities under the Local Government Act. The activity does not contribute directly to Council's core purpose of delivering essential services or supporting well-being in a manner proportionate to cost. The park generates no revenue and is fully rate-funded.
- 11.5 Decommissioning the Dannevirke Deer Park is considered the most sensible and sustainable course of action.

Attachments

Nil.



Report

Date : 22 April 2026

To : Mayor and Councillors
Tararua District Council

From : James Single
Regulatory Services Manager

Subject : **Proposed Dog Registration Fees for the 2026/2027 financial year.**

Item No : **10.4**

1. Recommendation

1.1 *That the report from the Regulatory Services Manager dated 20 March 2026 concerning the Proposed Dog Registration Fees for the 2026/2027 financial year. be received.*

1.2 *That pursuant to Section 37 of the Dog Control Act 1996, the following dog registration fees (including GST) for the year 1 July 2026 to 30 June 2027 be adopted:*

Animal Control Advice

Application and compliance advice *No charge*

Dog Registration

Urban Domestic Dog

Fee if paid on or before 1 August *\$164.00*

Late fee if paid after 1 August *\$246.00*

Urban Domestic Dog (Desexed)

Fee if paid on or before 1 August *\$128.00*

Late fee if paid after 1 August *\$192.00*

Preferred Owner Dog (Entire) Also includes current members of Dogs New Zealand (formerly NZ Kennel Club).

Fee if paid on or before 1 August *\$88.00*

Late fee if paid after 1 August *\$132.00*

Preferred Owner Dog (Desexed) Also includes current members of Dogs New Zealand (formerly NZ Kennel Club).

Fee if paid on or before 1 August *\$ 76.00*

Late fee if paid after 1 August *\$114.00*

** Preferred owner status may be revoked if paid after 1 August. If revoked, the applicable dog registration fee will apply.*

Over 65's Canine Companion (available to Over 65's that do not qualify for Preferred Owner).

Fee if paid on or before 1 August *\$94.00*

Late fee if paid after 1 August *\$141.00*

Rural Domestic Dog

Fee if paid on or before 1 August *\$88.00*

Late fee if paid after 1 August *\$132.00*

Dogs NZ Rural Domestic Dog, (Current members of Dogs New Zealand, (formerly NZ Kennel Club).

Fee if paid on or before 1 August *\$62.00*

Late fee if paid after 1 August *\$93.00*

**may be revoked if paid after 1 August. If revoked, the applicable dog*

registration fee will apply.

Working Dog

(First 5 Dogs full fee then additional dogs are registered at tag fee only)

Fee if paid on or before 1 August \$66.00

Late fee if paid after 1 August \$99.00

Dangerous Dog - as classified under the Dog Control Act 1996

Fee if paid on or before 1 August Base fee plus 50%

Late fee if paid after 1 August Additional 50% fee

Disability assist dog with organisation certificate No charge

Any new dog that is less than three months old after 1 August in any calendar year will be charged a pro rata of the dog registration for that year.

- 1.3 *All other fees and charges relating to Animal Control will be presented later this year for adoption, included in the Tararua District Council Fees and Charges schedule.*

Executive Summary

Legislation requires Council to set its fees and charges for dog control, by resolution, and to advertise the fees at least one month prior to implementation.

In prescribing fees under the Dog Control Act, the territorial authority must have regard to the relative costs of the registration, control of dogs and such other matters as the territorial authority considers relevant.

The Dog Control activity budget is determined as per the Tararua District Council Dog Control Policy. It combines several factors i.e. the numbers of dogs in our district and differing registration categories. It consists of fees received from dog owners, (approximately 80 percent of the budget), combined with a rates contribution of 20 percent, to recognise the public benefit of the activity.

This year, most fees have been adjusted (approximately) by the inflationary increase of 2.6 percent.

The purpose of this report is to seek approval and adoption of the proposed dog registration fees for the 2026/2027 financial year.

2. Background

- 2.1 Section 37 of the Dog Control Act 1996 requires Council to set its dog control fees by resolution and publicly notify them in a district newspaper at least once during the month preceding the start of every registration year.
- 2.2 To enable compliance with this requirement a recommendation is made for this purpose.
- 2.3 Dogs must be registered by 1 July to be compliant with the Act. Adopting the registration fees now allows time for dog owners to register their dogs by the due date.
- 2.4 This year most of the fees have been adjusted by the inflationary increase of 2.6 percent, (some fees rounded up or down to make processing of funds easier for administration purposes). The lowest increase was to the 'Over 65s Canine Companion' category at .5 percent (from \$93.50 to \$94) and the highest increase was to the 'Preferred Owners' category at 3.5 percent (from \$85 to \$88).

3. Significance Assessment

- 3.1 The setting of dog registration fees is a requirement under section 37 of the Dog Control Act 1996 so does not require public consultation. It does not fall under the requirements of Council's Significance and Engagement Policy.

4. Conclusion

- 4.1 The adoption of the dog registration fees prior to the adoption of the full council fees and charges document, allows time to prepare invoices, so dog owners can have their dogs registered by 1 July, as legally required.
- 4.2 It also allows time for the advertising of the set fees at least a one month prior to the commencement of the registration year, as legally required.

Attachments

Nil.



Report

Date : 22 April 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 : **10.5**

1. Recommendation

1.1 *That the report from the Manager - Democracy Services dated 14 April 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 |
|------------|------------|--------|------------------------|---|
| 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 Aotearoa | Property Data |
| 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 |

| Received | Responded | # Days | Requester | Subject |
|------------|------------|--------|-----------------------|--|
| 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 |
| 3/03/2026 | 19/03/2026 | 12 | Individual | Communication re Noise Complaints |
| 5/03/2026 | 5/03/2026 | 0 | Taxpayers Union | Spending on consultancy firms for the purpose of consultation with Maori |
| 9/03/2026 | 23/03/2026 | 10 | Individual | Total Debt and Interest Expenses for 2025 Financial year |
| 10/03/2026 | 11/03/2026 | 1 | Tararua Community Law | Complaints made about specified address |
| 11/03/2026 | 10/04/2026 | 20 | Individual | Property Information - Pahiatua Cultural Centre (Old Court House) |
| 16/03/2026 | 9/04/2026 | 16 | Positively Woodville | McLean/Vogel Street Woodville Intersection |
| 16/03/2026 | 23/03/2026 | 5 | Innes Dean lawyers | Property information for 90 and 92 Huxley Street Pahiatua |
| 17/03/2026 | 19/03/2026 | 2 | Clampett Trust | Code of Conduct Complaints |
| 19/03/2026 | 17/04/2026 | 19 | Ngāti Kahungunu | Iwi Representation across Council Governance and Advisory |
| 24/03/2026 | 04/04/2026 | 7 | Clampett Trust | Code of Conduct Complaints |
| 7/04/2026 | 8/04/2026 | 1 | Individual | Client decision making policies, criteria, guidance, and related records - |

| Received | Responded | # Days | Requester | Subject |
|------------|------------|--------|----------------------|--|
| | | | | January 2019 to present |
| 9/04/2026 | 9/04/2026 | 0 | Positively Woodville | Correspondence with Individual relating to Woodville Districts Vision and Positively Woodville |
| 10/04/2026 | 10/04/2026 | 0 | Dorrington Poole | Information re Roadside Structure erected by Scanpower |
| 14/04/2026 | 15/04/2026 | 1 | Individual | Costs associated with Pukaha Mt Bruce paid by Council in last twelve months |
| 16/04/2026 | 16/04/2026 | 0 | Individual | Copy of Noise Complaints Made for Specified Address since 2024 |

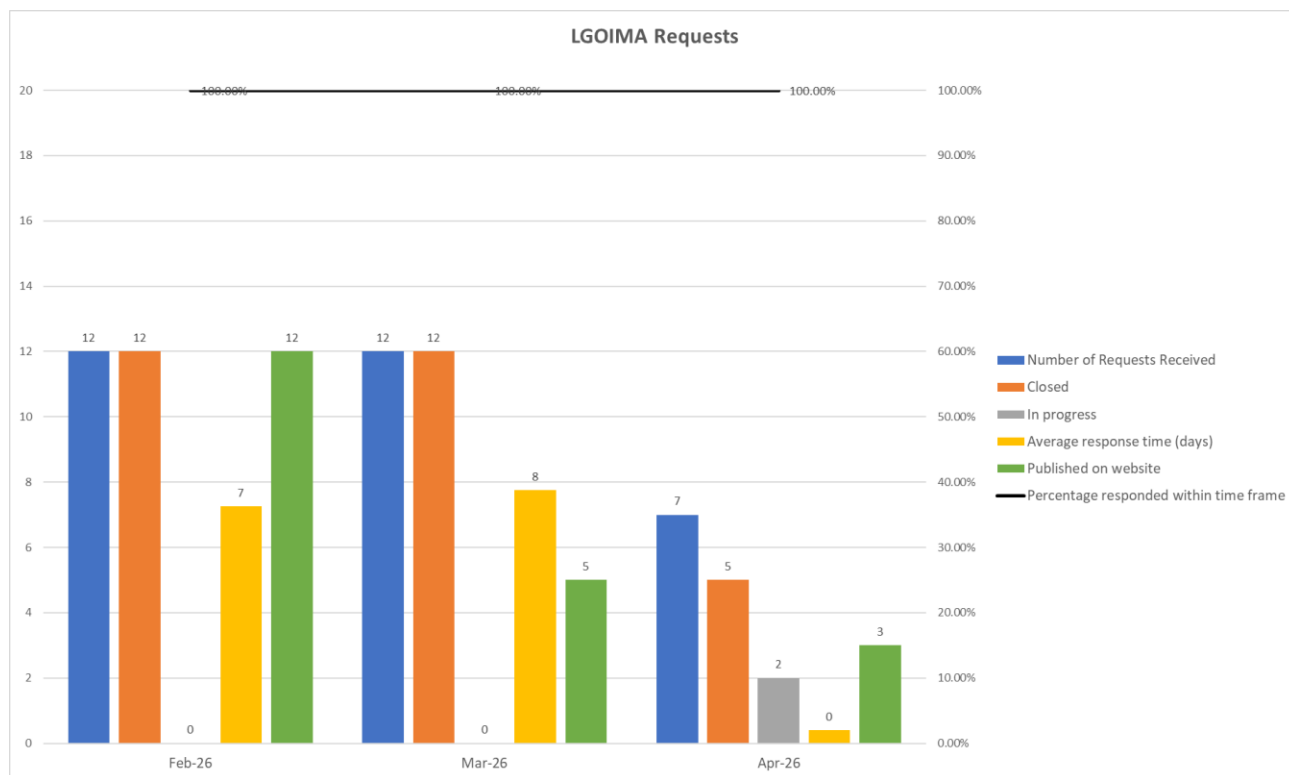
Requests pending response

There are currently two open requests pending response.

| Received | Responded | # Days | Requester | Subject |
|------------|-----------|--------|----------------------|--|
| 10/04/2026 | | | Positively Woodville | Correspondence with Individual relating to Woodville Districts Vision and Positively Woodville |
| 14/04/2026 | | | Individual | Availability of Graduate Roles within Council |

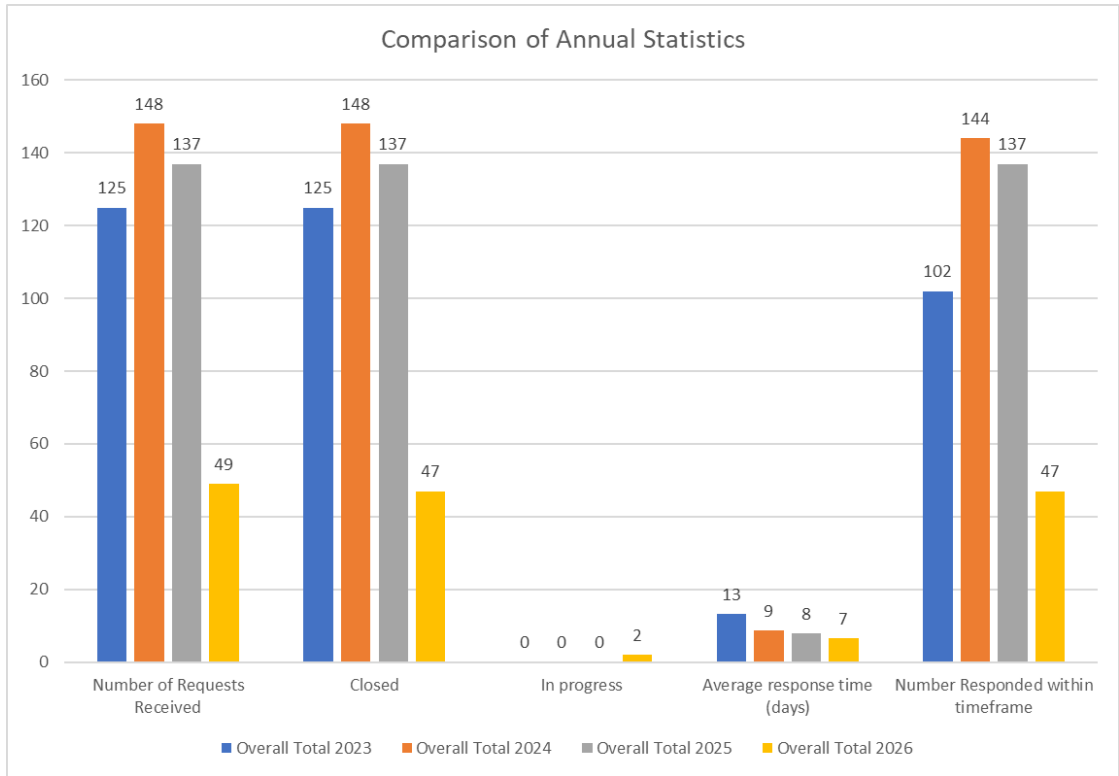
Status of Requests Received and Timelines for Response

The following graph provides a snapshot of the status of requests received and timelines for response, for the period covered by this report.



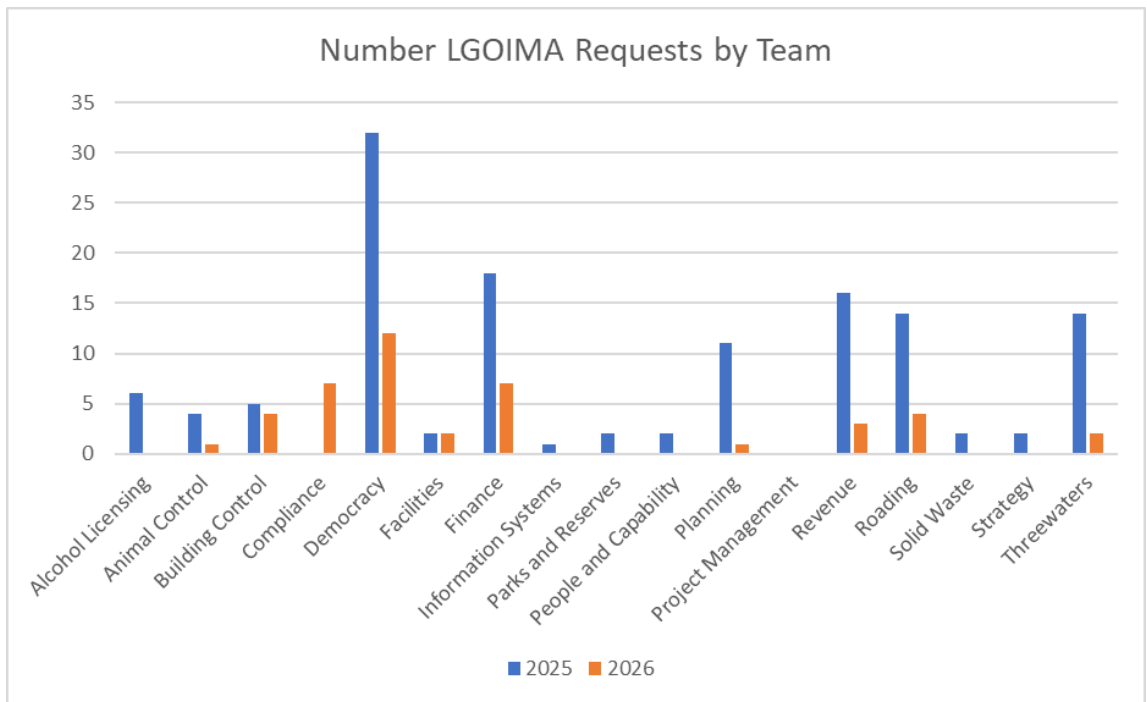
Statistics for Calendar Years 2023 to 2025 and Comparative Data for 2026 to date

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:



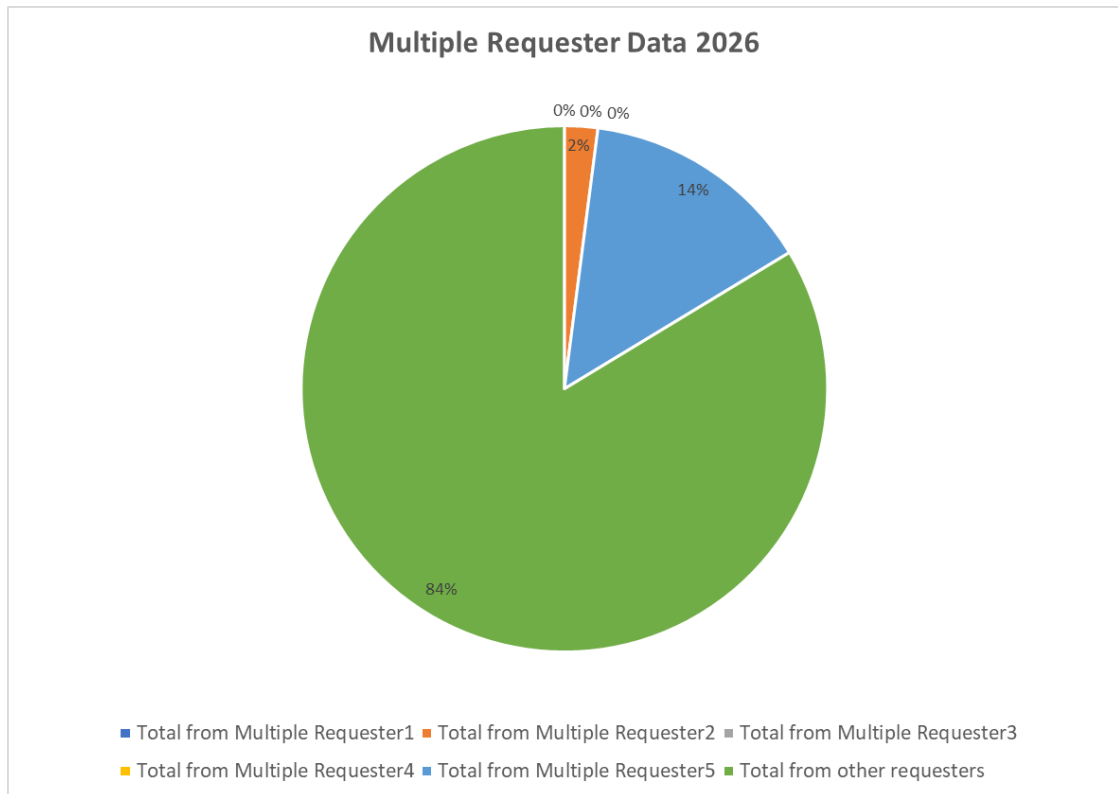
Proactive Release and Publishing of Local Government Official Information

- 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 15% 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.

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 February 2026 to 22 April 2026.

Attachments

Nil.



Report

Date : 17 April 2026

To : Mayor and Councillors
Tararua District Council

From : Peter Naylor
Councillor

Subject : **Horizons Regional Council Passenger Transport Committee meeting held 17 March 2026**

Item No : **17**

1. Recommendation

1.1 ***That the report from the Councillor dated 17 April 2026 concerning the Horizons Regional Council Passenger Transport Committee meeting held 17 March 2026 be received.***

At the meeting there was several public submissions but none relating to Tararua district.

There was only one item that directly impacted Tararua district and that was the proposed work for the coming financial year (FY) on Regional Transport Connections. Horizons Regional Council (HRC) made a decision in December that it wouldn't be included in the FY26/27 Annual plan and it would be paused.

While there is no reference to Tararua, I was interested in Total Mobility Scheme so following the Regional Transport Connections I have included my thoughts on the Total Mobility Scheme.

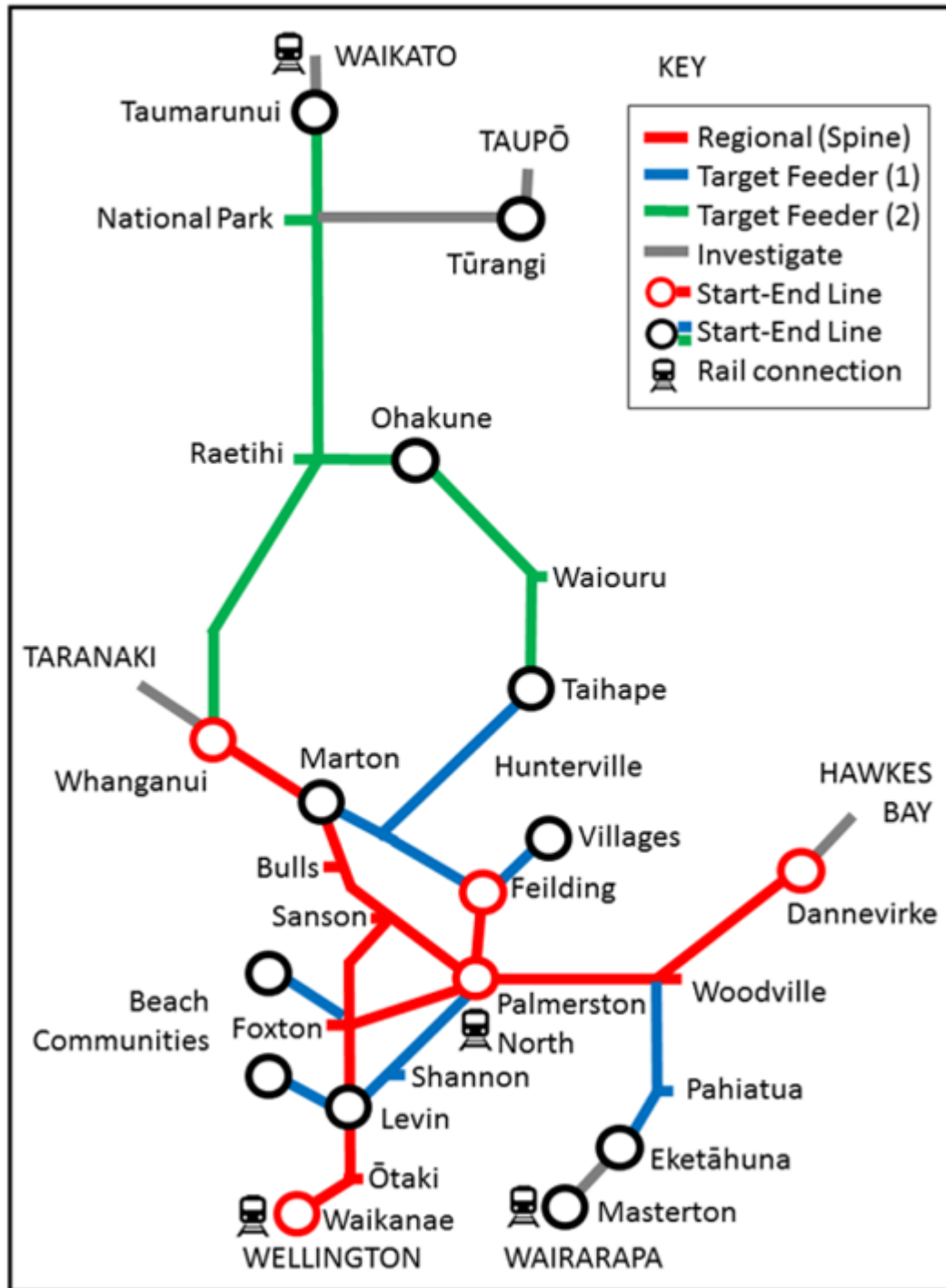
There was no planned increase for the current shuttle service supported by HRC or any talk of reducing this.

Regional Transport Connections.

Below is the relevant section of the Regional Transport Connections report with a summary of the discussion following.

13. Regional public transport services

- 13.1. LTP proposed to support improved regional transport connections through the provision of a regional public transport network. This investment would be expected to provide a new connecting service for the Tararua district, plus improved connections across the region including Whanganui, Marton, Levin, with many linking through Palmerston North and south into the Wellington region.
- 13.2. Work was undertaken throughout 2023 and 2024 to inform the regional network. A diagram of what a potential regional network could look like in the Horizons region was reported to the Passenger Transport Committee in March 2024 as follows.



- 13.3. Funding was allocated through the LTP 2024 for improved regional services. The largest part of this budget was due to commence during the 2026/27 financial year.
- 13.4. Horizons Council, at its December 2025 meeting, signalled its intention for the 2026-27 Annual Plan to have a total rates increase between 4.6-4.9%. This was a reduction compared to the Year 3 LTP 2024 rates increase of approximately 9%.
- 13.5. Council signalled that as part of this, there would be a delay to proposed new regional public transport services. Officers have not been progressing investigations relating to these regional services because of this decision.

- 13.6. Note that no NZTA co-funding was received for these new regional public transport services for the 2024-27 period.

Discussion on this part of the report

There was solid robust discussion on this part of the report as it was pointed out that this has been on the agenda for a long time. The fact that it isn't currently in this years HRC Annual plan means that it would be deferred to another time. There was a concern expressed that as HRC are now preparing a new LTP that this may not make it on to the plan effectively killing it for the next 3 years at least and possibly longer depending on the future of Regional Councils.

Total Mobility Scheme

- 11.10. The Total Mobility scheme provides subsidised taxi transport for people with long-term disabilities or mobility issues. The scheme is offered nationwide but can only be provided where there is a taxi or small passenger service available and able to meet the compulsory requirements set out by NZTA.
- 11.11. The purpose of the scheme is to provide financial assistance, to enable people with disabilities or mobility issues to access appropriate transport to meet their daily needs and enhance their community participation, in the same way non-disabled people do. The Total Page 17 Passenger Transport Committee functions, membership and key work programme Item 6 Passenger Transport Committee 17 March 2026 Mobility scheme is intended to complement the provision of public transport services, which are expected to be accessible as possible to meet different mobility needs.
- 11.12. The following table is from the RPTP and lists all of the small passenger services currently contracted to carry total mobility clients.

| Area Total Mobility service is based | Company name | Wheelchair accessible |
|--------------------------------------|-------------------------------------|-----------------------|
| Palmerston North | Cosy Car | No |
| | Driving Miss Daisy | Yes |
| | Freedom Companion Services | No |
| | Harleon Limited | Yes |
| | Manawatu Combined Taxis | No |
| | Taxis Palmerston North | Yes |
| Palmerston North and Feilding | Taxis Gold and Black | Yes |
| Feilding | Feilding Taxis | No |
| Whanganui | Driving Miss Daisy | Yes |
| | River City Taxis | Yes |
| Levin | Driving Miss Daisy | Yes |
| | Levin Taxis | Yes |
| | Taxis Direct | No |
| Dannevirke | No Total Mobility Service Available | |
| Marton | No Total Mobility Service Available | |
| Taumarunui | No Total Mobility Service Available | |

Discussion

It was discussed that the NZTA subsidy rate may drop from 75% to 65% of the taxi fare. The regional Council currently subsidises an additional 20% up to a maximum of \$20 per ride possibly reducing to \$18. This means that theoretically someone in Dannevirke could use the service, but at a fare of say \$150, if NZTA paid 75% that would be \$ 107.50 plus \$20 from HRC so the user would still need to pay \$22.50, however if the subsidies dropped then the then the fare would be \$37.50 to the user.

I would need to check but I assume that if we were to make this service available then HRC would want to rate TDC ratepayers something to recover their costs.

Attachments

Nil.



Report

Date : 23 April 2026
To : Mayor and Councillors
Tararua District Council
From : Peter Naylor
Councillor
Subject : **Portfolio Report - Communications and Engagement**
Item No : **18**

1. Recommendation

- 1.1 *That the report from the Councillor dated 21 April 2026 concerning the Portfolio Report - Communications and Engagement be received.*

I had the opportunity to meet with Karsten and Kimberley of the Council's Communications Team on Friday 17 April to discuss the following in no particular order.

Consultation

Discussion around how we can keep engagement going after the Budget Challenge and Long Term Plan (LTP) consultation. If we want to build trust in the Council we need to be getting engagement with the community not just providing information. We need to be innovative in how we achieve this.

The Budget Challenge

After the Budget Challenge we need to complete a retrospective review of the success and results. This is very much a first step and we need to look at areas we can improve. Also the possibility of monetising this or offering it as a shared service to other Councils.

Community Education

There is already a plan in place to inform the community of their roles and responsibilities. On the agenda already was dog ownership, particularly around the number of dogs required

and permits needed. Also, responsibilities for foliage and plants on or over boundaries. I suggested that we should include vehicle entrance ways as well.

Ongoing meetings

We plan to have monthly meetings, and these will happen mid-month after 4pm so that Cr Amboy can also join the meetings. Dates and times to be confirmed.

Attachments

Nil.



Report

Date : 22 April 2026
To : Mayor and Councillors
Tararua District Council
From : Keshaan Te Waaka
Councillor
Subject : **Portfolio Report - Youth**
Item No : **19**

1. Recommendation

- 1.1 *That the report from the Councillor dated 22 April 2026 concerning the Portfolio Report - Youth be received.*

Over the past month, Cr Amboy and I have had an incredibly busy and productive period. I have visited three kura in the South, while Cr Amboy has been coordinating upcoming visits to schools in the North over the coming weeks. We have pencilled in numerous visits in the new term.

At the end of last month, Cr Amboy and I attended the Tararua Community Services Youth Network hui. We really value these hui, as they are the only regular opportunity for those working with and for rangatahi to come together in one space each month.

Recently, Sport Tararua, in collaboration with the TCS Youth Networking Group, conducted a district-wide survey with schools and rangatahi across the rohe, receiving over 200 responses. Cr Amboy and I contributed four council-specific questions. The results highlighted a clear need for council to better engage with young people. Many respondents indicated they only have a partial understanding of Council's role, with some not understanding it at all. There was also a strong sentiment that rangatahi do not feel seen by Council. These insights have given Cr Amboy and I a clear understanding of current youth perceptions, and we are committed to improving this.

We also had a valuable introductory hui with Jill Topia from the Regional Public Service, alongside representatives from Te Puni Kōkiri. This provided useful insight into their mahi and highlighted opportunities for us to work together to better support rangatahi.

There have been some incredible celebrations of rangatahi across the district. The Tararua Sports Awards showcased a wealth of emerging sporting talent. Tararua College's Cactus Prizegiving, followed by their Longest Day, was another highlight. Cr Amboy and I also visited the Rangatahi Atawhai group, run by Te Kete Hauora o Rangitāne, during their "Dreams and Aspirations" session. This eight-week programme supports rangatahi development, and in week seven, participants prepared and served kai for their whānau using the skills they had gained. They are guided by Te Ao Māori, and manaakitanga, aroha, and mana were strongly felt during the lunch. I was fortunate to attend part of this inspiring experience.

Just before the Easter break, I visited Te Kura Kaupapa Māori o Tamaki Nui A Rua to receive four letters from Year 9 and 10 students. These letters addressed issues currently affecting rangatahi in our district and were both innovative and solution-focused. Our young people are thinking big and are ready to contribute. I am currently working with Mayor Scott to prepare formal responses, which we look forward to presenting to the students this term.

Cr Amboy met with Chelsea Cain, who works for Te Tihi o Ruahine as a Taiaronui. In her role, she supports communities across Manawatū, Horowhenua, and Tararua, helping people understand democracy, particularly by providing education around the general election. Chelsea is planning to deliver a series of modules in our district in May.



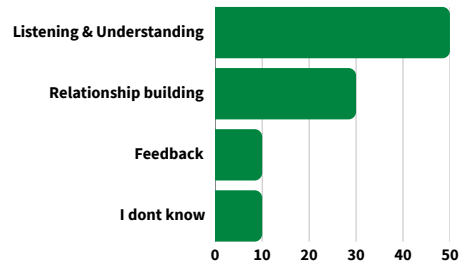
Attachments

1. [Council specific data TDC](#)

COUNCIL SPECIFIC DATA

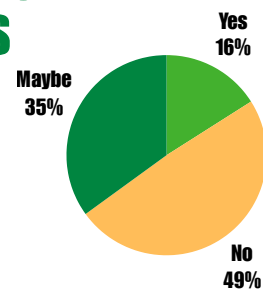
HOW CAN LEADERS SUPPORT AND LISTEN TO YOUNG PEOPLE

- Young people want leaders who genuinely listen, understand them, and take their ideas seriously.
- Young people value leaders who talk with them, interact, and build real connections.
- Young people want simple ways to share their thoughts, like surveys or communication channels.
- Some young people weren't sure what leaders should do to support them.



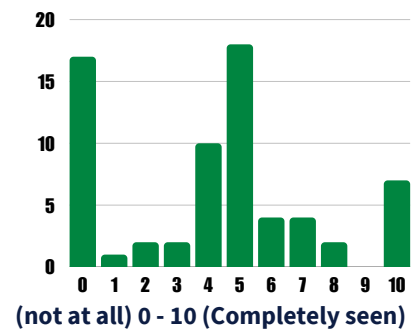
WOULD YOU BE INTERESTED IN HAVING A SAY AND PARTICIPATING IN COUNCIL DISCUSSIONS

- Most young people are either unsure or not interested in participating in council discussions, but a meaningful minority are open to being involved.



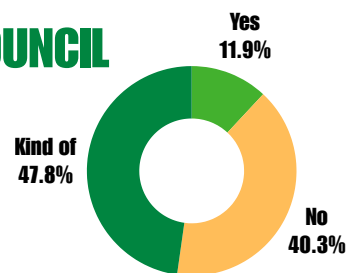
DO YOU FEEL SEEN BY COUNCIL

- Most young people don't feel fully seen or acknowledged by the council. At the same time, a smaller but clear group do feel well recognised, showing that the experience is uneven and there is room to build stronger trust.



DO YOU UNDERSTAND THE ROLE OF COUNCIL

- Most young people have only a partial grasp of the council's role, and many feel they don't understand it at all. A smaller group do feel informed, suggesting that understanding is uneven across the group.





Report

Date : 22 April 2026
To : Mayor and Councillors
Tararua District Council
From : Keshaan Te Waaka
Councillor
Subject : **Portfolio Report - Marae, Kōhanga Reo and Kura**
Item No : **20**

1. Recommendation

- 1.1 ***That the report from the Councillor dated 22 April 2026 concerning the Portfolio Report - Marae, Kōhanga Reo and Kura be received.***

At the end of last month, Rangitāne o Tamaki Nui a Rua hosted a dawn karakia to bless the whenua on which their new papakāinga will be established. This important housing initiative has been named Te Pokohiwi o Tauarohaki. Aaron Karena, General Manager of Economic Development for Rangitāne Tū Mai Rā, shared: “This land was returned to Rangitāne as part of our Treaty Settlement, and we are pleased to now use it to provide homes for our whānau, while also creating employment and wider benefits for our local community.”

On April 10, Cr Peeti-Webber and I attended the Ngāti Kahungunu Korowaitanga, a full-day celebration recognising the graduation of 95 Kōhanga Reo teachers. The kaupapa was held at Pahiatua Marae and was nothing short of amazing. I would like to acknowledge Te Kōhanga Reo o Te Kapua o Te Rangī, along with Pahiatua Marae, Ngāti Hāmua, and Te Kapua o Te Rangī hapū, for hosting such a memorable event and for honouring our incredible graduates and future leaders.

Cr Peeti-Webber and I have also had wānanga with two marae so far, Kaitoki and Rākautāhahi. These hui have been incredibly insightful and have highlighted the unique aspirations and challenges of each hapū and marae community. Both shared their dreams, the hardships they face, and offered thoughtful direction on how council can better support them. We have three more wānanga scheduled in the coming weeks and look forward to connecting with the remaining marae once dates are confirmed.

I also attended the Rangitāne Tangata Rau Kapa Haka Regional Competition in Palmerston North. Tamaki Nui a Rua was represented by two non-competitive groups, Te Riu o Tāmaki and Te Ringa Kaha Whanake, while many members of our community also performed within the three competitive groups. It was inspiring to see the strength and talent within our rohe. I am always proud of how our small community continues to excel in Te Ao Haka (the haka world).

Pictures from Korowaitanga in Pahiatua:



Picture from Te Pokohiwi o Tauarohaki (Rangitāne Papakainga) blessing:



Attachments

Nil.



Report

Date : 22 April 2026
To : Mayor and Councillors
Tararua District Council
From : Scott Gilmore
Mayor
Subject : **Mayoral Update - April 2026**
Item No : **21**

1. Recommendation

- 1.1 *That the report from the Mayor dated 21 April 2026 concerning the Mayoral Update - April 2026 be received.*

It has been another full month across the Tararua District, with a strong mix of community events, regional engagement, and key pieces of work progressing. A consistent theme throughout has been the strength of our communities, the contribution of our volunteers, and the commitment of organisations working together to deliver positive outcomes for the district.

50 Year Service

It was a privilege for Cr Steve Wallace and I to celebrate 50 years of service to the Norsewood Volunteer Fire Brigade for not one, but two firefighters, Roger Montgomery and Ian O'Brien.

Fifty years of service is a huge accomplishment, and one only achieved by a very small number of firefighters. To celebrate a combined century of service with their family, friends and colleagues was something very special.

Across the Tararua District, we are incredibly fortunate to have volunteers who give their time, their skills, and their courage in service to others, but in small, tight knit communities, that service feels even more personal. They are not just turning out to help strangers, they are turning out to help friends, family, and people they know.



Nobody carries service like this alone, so it was great to see their families acknowledged for the sacrifices they've made too. We are incredibly grateful for their leadership, their service and the example they've set for others to follow.

Tararua College CACTUS Longest Day

Tararua College CACTUS is an eight-week programme that pushes young people both physically and mentally, with early morning sessions building resilience, discipline and teamwork.



Their final challenge was appropriately called 'The Longest Day'. Up at 4am, completing the Gorge Walk, Hall Block Road walk, PT sessions, then marching and jogging through Pahiatua and finishing by pulling a Fonterra milk tanker into the College to be welcomed by their school, families and community. A special way to finish.

Completing CACTUS is a real achievement. It asks a lot, and it teaches a lot, including that life isn't always easy, but they can do much more than they realise.

It was great to help with breakfast, and later watch them arrive back at the College, and then attend their graduation dinner with Cr Keshaan Te Waaka, where I was privileged to present the awards, including the Top Student award to Harri Brown.

A big thank you to the instructors, volunteers, Police, Defence Force, Fire Service, teachers and families who make it all possible. Congratulations to all the graduates.

Tararua Sports Awards

What a great night celebrating sporting success in the Tararua District at our Sports Awards.

Huge credit to every nominee, and congratulations to all the winners. A special congratulations to Brodie Bennett, our 2026 Supreme Winner, to Bex Mahoney on being inducted as a Legend of Sport, and Jarna Mihaere for winning Sports Person of the Year.



We were also lucky to have an inspiring talk from Dr Stu Curran, sharing his journey in rugby refereeing.

A big thank you to Sport Tararua and Sport Manawatū for organising such a great event, and to Gareth from More FM Manawatū for keeping the night lively.

Zone 3 Meeting

Crs Johns and Wallace, Chief Executive Corin and I attended the Zone 3 meeting in Stratford.

These are always a good opportunity to learn from other councils and build relationships, which will be important as we navigate the reform ahead.

We also received updates from local National Party MPs, the Department of Internal Affairs, Ministry of Social Development, NZ Transport Agency and Local Government New Zealand on current priorities and work.

St John Station Opening, Pahiatua

Saturday saw the opening of the new St John ambulance station in Pahiatua.



This has been a long time coming and it's a real credit to St John and the community. A lot of people have worked hard over many years to make it happen, with strong local support every step of the way.

A special thanks to David Lea and the fundraising committee for the leadership they've shown throughout the fundraising effort.

Most importantly, this is about supporting the St John team who do such an important job for our community. They now have a modern, fit for purpose base to work from, and that's something we can all be proud of.

Relay for Life

It was great to be in Palmerston North for the Relay for Life closing ceremony. A really great event with a strong sense of community.

It brings people together to celebrate, remember, and support those affected by cancer. Most of us are touched by it in some way, so events like this really matter.



Relay for Life is one of the Cancer Society's biggest fundraisers, and the money raised goes toward supporting people and families, as well as funding research and prevention work.

It was good to see a number of Tararua District organisations and schools taking part. A real credit to our communities. Well done to everyone involved.

Waiti Waters Launch

Alongside Cr Chris, I was delighted to attend the official launch of our new water entity, Waiti Waters, with Waiti representing the Matariki star associated with freshwater and the importance of freshwater for supporting life and wellbeing.

At the launch, the new board members were announced, led by Adrienne Young-Cooper as the inaugural chair, with board members Clive Rundle, Jo Hayes, Maria Robertson and Sir Paul Collins.

I was privileged to be on the interview panel for these board members and was impressed with the calibre we've been able to secure. The board brings extensive experience in infrastructure, public sector and water industry governance, commercial and financial capability, along with strong connections to the region and its communities.

The Waiti Waters Board will now work alongside councils over the next 15 months to establish the new organisation and transition council water services, ahead of operations beginning on 1 July 2027. This transition is set out in the Water Services Delivery Plans submitted to government last year.

Cyclone Vaianu Response

We were fortunate not to be significantly impacted by Cyclone Vaianu, but the team were well prepared, with the Emergency Operations Centre stood up and a full team monitoring the situation.

There was a lot of activity both internally and externally that I was involved with, including Incident Management Team meetings, Joint Standing Committee meetings with regional

mayors and chief executives, and two national briefings with all mayors, chairs, Minister Mitchell and NEMA staff.

I continue to be impressed with our teams in situations like these. Their professionalism and skill give confidence that we are well prepared for an event that impacts us more significantly.

WONCA World Health Conference

I attended day one of the WONCA World Health Conference in Wellington, which was a good opportunity to learn more about challenges and innovations, hear from policy makers, and broaden my understanding so I can play an effective advocacy role in this area.

It was also great to catch up with Te Kahu Hauora and Ngāti Kahungunu ki Tāmaki-nui-a-Rua, who were well represented at the conference. Congratulations to Tania Chamberlain, who received the Wahine Toa Award in recognition of her outstanding commitment to health.

Long Term Plan Early Engagement

Early engagement on the next Long Term Plan has now been launched, providing an opportunity to gather community input earlier in the decision making process.

A key part of this approach is the Tararua Budget Challenge, an interactive tool developed in house by council staff, designed to clearly show the trade offs involved in allocating funding across core services.

This reflects a conscious effort to do things differently and make the process more accessible, encouraging broader participation through more engaging and user friendly methods.

This work highlights the initiative, creativity, and commitment of staff, who have taken a fresh approach to how engagement is delivered. Their ability to develop practical, easy to use tools and present complex information in a clear and engaging way has been a significant achievement, and it is appropriate to recognise that effort.

With increasing cost pressures and competing service demands, early community input will play an important role in helping to inform priorities and support elected members in making well informed decisions.

Eketāhuna Community Engagement

It was great to call into the Eketāhuna Community Board meet and greet for new residents.

These events always have a good turnout of both recent and long-standing community members, and it's great to hear from local groups and clubs about what's on offer in the town.

Council was well represented by local councillor Chris, Chief Executive Corin, and myself. I was glad to have the opportunity to talk about Long Term Plan early engagement and Civil Defence.

Thanks to everyone involved in organising this event, and most importantly, to all the volunteers who do so much in our towns for others.

Stakeholder Meetings

Since our last meeting I've met with:

The Commanding Officer Lt Col Caleb Berry and RSM W01 Glenn Savage of the 1st Battalion, where we discussed our district's relationship with the Battalion and our upcoming Charter Parade.

The new Police Area Commander, Inspector Matenga Gray and Area Prevention Manager Inspector Phillip Ward, where we discussed policing in the district.

Attachments

Nil.