



## **Dannevirke Community Board**

### **Notice of Meeting**

A meeting of the Dannevirke Community Board will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Monday 7 March 2022** commencing at **1.00pm**.

Bryan Nicholson  
Chief Executive

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### **Agenda**

**1. Present**

**2. Apologies**

**3. Public Forum**

A period of up to 30 minutes shall be set aside for a public forum. Each speaker during the public forum section of a meeting may speak for up to 5 minutes.

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

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

**4. Personal Matters**

**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 Board and the chairperson explains at the meeting at a time when it is open to the public the reason why the item was not listed on the agenda and the reason why discussion of the item cannot be delayed until a subsequent meeting.

Minor matters not on the agenda relating to the general business of the Board may be discussed if the chairperson explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at that meeting, but no resolution, decision or recommendation may be made in respect of that item except to refer it to a subsequent meeting.

**6. Confirmation of Minutes 5**

***Recommendation***

***That the minutes of the Dannevirke Community Board meeting held on 8 February 2022 (as circulated) be confirmed as a true and accurate record of the meeting.***

**7. Matters Arising from the Minutes**

**8. Tararua District Council Report 11**

***Recommendation***

***That the minutes of the Council meeting held on 23 February 2022 (as circulated) be received.***

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

**10. Correspondence 18**

***Recommendation***

***That the correspondence as listed be received.***

- a) ***Dannevirke Theatre Company***  
***Re: Request for financial assistance to offset the cost of hiring Dannevirke Town Hall for the Addams Family production***
- b) ***Alzheimers Society Manawatu*** ***25 February 2022***  
***Re: Request to extend time for uplifting the funding grant for the memory walk community event***

**11. Anzac Day Community Concert**

Determine the Board's intentions for the arrangements regarding this year's event.

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





## **Dannevirke Community Board**

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 26 Gordon Street, Dannevirke on Tuesday 8 February 2022 commencing at 1.00pm.

### **1. Present**

Board Members P F Walshe (Chairperson), T J Hynes (Deputy Chairperson), W R Macdonald, K P Spooner-Taylor and Cr E L Peeti-Webber (Council appointed Community Board member).

#### **In Attendance**

Mr K Sutherland - Councillor  
Mr R Taylor - Manager - Democracy Services

Speakers in the public forum as outlined

### **2. Apologies**

2.1 Nil

### **3. Public Forum**

#### **3.1 Dannevirke Residents and Ratepayers Association**

3.1.1 John Schrader and Craig Ellmers raised 17 questions regarding Laws Road water reservoir and 10 questions on the water pipeline through to the freezing works, and spoke about the formation of the Dannevirke Residents and Ratepayers Association and concerns raised at their inaugural meeting where the Dannevirke water supply was discussed.

3.1.2 John Schrader provided a written copy of these questions, and they will be considered as a request for information responded to by staff in accordance with the Local Government Official Information and Meetings Act 1987.

### **4. Personal Matters**

4.1 Nil

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

5.1 The following matters are notified as items of general business not on the agenda for discussion at today's meeting:

- E-waste recycling
- Online community survey
- Mangatera Cemetery
- Anzac Park

## **6. Confirmation of Minutes**

6.1 *That the minutes of the Dannevirke Community Board meeting held on 6 December 2021 (as circulated) be confirmed as a true and accurate record of the meeting.*

*Hynes/Macdonald*

*Carried*

## **7. Matters Arising from the Minutes**

7.1 **Christmas Trees Competition** (Item 7.1)

7.1.1 The Christmas trees competition was successful with the number of trees slightly down from last year, and \$365 was received through donations for admission. This is the second year the event has been held, and it is proposed in future years the Board continue to support these arrangements as part of the community festivities arranged for Christmas.

7.1.2 The sponsorship from Radio Dannevirke (\$250) and For Homes/For Farms (\$390) to offset the cost of hiring Masonic Rawhiti Lodge in High Street is acknowledged.

7.1.3 *That the Board use the funds received through donations of \$365 from the Christmas trees competition to purchase New World vouchers to be made available in unforeseen tragic circumstances in the community.*

*Spooner-Taylor/Peeti-Webber*

*Carried*

7.2 **Cole Street Community Walkway** (Item 7.2)

7.2.1 The Cole Street community walkway project committee hope to commence work in mid-March, and have raised a further \$15,000 to cover additional costs involved.

7.3 **Dannevirke Community Patrol** (Item 10.4)

7.3.1 Dannevirke Community Patrol has been invited to provide further information on its initiative for signage at businesses with defibrillators on their premises.

## **8. Tararua District Council Report**

- 8.1 *That the minutes of the Council meetings held on 8 December 2021 and 26 January 2022 (as circulated) be received.*

*Spooner-Taylor/Macdonald*

*Carried*

### **8.2 Water Supply and Demand Update**

- 8.2.1 An update was given on the Dannevirke water supply and restrictions applied for water demand management as a result of river levels being at low flows, noting the rainfall received has assisted to improve that situation.
- 8.2.2 Actions taken to manage demand for water supply were outlined to support providing resilience to impounded supply storage available capacity.

### **8.3 Earthquake-prone Buildings**

- 8.3.1 The process for identifying earthquake-prone buildings and contacting owners of these properties regarding the actions required was outlined.
- 8.3.2 The approach taken by Council in implementing its decision to demolish the Carnegie former library building was explained taking into account its heritage status.

### **8.4 Akitio Well liners**

- 8.4.1 Investigation and planning is currently underway to progress the Akitio well liners project, and construction is planned this financial year dependent on availability of contractors and supplies.

## **9. Reports**

### **9.1 Dannevirke Community Board General Assistance Grants Scheme**

- 9.1.1 *That the report from the Manager-Democracy Services dated 31 January 2022 concerning Dannevirke Community Board General Assistance Grants Scheme (as circulated) be received, and*

*That applications be invited for funding from Dannevirke Community Board's 2021/2022 General Assistance Grants Scheme, and*

*That the closing date for applications be Friday 11 March 2022 at 5.00pm.*

*Hynes/Macdonald*

*Carried*

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

### **10.1 Dannevirke Chamber of Commerce**

10.1.1 Deputy Chairperson Board Member Terry Hynes reported Dannevirke Chamber of Commerce has resumed after five's meetings subject to compliance with Covid-19 restrictions for public gatherings.

10.1.2 The next after five's meeting will be held on 23 February 2022 at Dart Panel and Paint.

10.1.3 Dannevirke Chamber of Commerce discussed the impact of the Covid-19 pandemic on businesses and their ability to source supply chains in a market that has limited capacity regarding the availability of some items.

### **10.2 Tararua Community Youth Services**

10.2.1 Deputy Chairperson Board Member Terry Hynes reported 84 people attended the breakaway holiday programme and 22 people participated in the Akitio Beach survivor programme arranged by Tararua Community Youth Services.

10.2.2 Driver licence services continue to operate well, and are exceeding contractual requirements for providing this service to the community.

### **10.3 Dannevirke Information Centre**

10.3.1 Board Member Ross Macdonald reported a part-time assistant is working at the Dannevirke Information Centre to provide back up support for the manager of this service.

### **10.4 Dannevirke and District A and P Association**

10.4.1 Board Member Ross Macdonald reported Dannevirke and District A and P Association decided to cancel this year's show that was to occur this month.

## **11. Correspondence**

11.1 *That the correspondence as listed be received.*

*a) Dannevirke Host Lions Club 8 December 2021  
Re: Thanks for supporting annual book sale fundraising community event*

*b) Norsewood Pioneer Museum 13 December 2021  
Re: Thanks for grant to undertake building alterations*

*c) Central and Southern Hawke's Bay Show Jumping  
Re: Thanks for supporting show jumping event*



**d) Dannevirke and Districts Returned Services Association**

**Re: Request for assistance to support Anzac Day post-dawn service breakfast**

**Peeti-Webber/Hynes**

**Carried**

**11.2 Dannevirke and Districts Returned Services Association**

- 11.2.1 That the Board grant Dannevirke and Districts Returned Services Association the sum of \$500 from its discretionary funds as a donation to offset the cost of providing up to 100 people with a meal at the Anzac Day post-dawn service breakfast.**

**Peeti-Webber/Hynes**

**Carried**

**12. Chairperson's Remarks**

**12.1 Water Tanks**

- 12.1.1** The Board's preferred locations to install two 30,000 litre water tanks filled by Fonterra with untreated water available for community use are land opposite H J Phillips in Queen Street and Council land at the Dannevirke Sports Centre.

**13. Items Not on the Agenda**

**13.1 E-waste Recycling**

- 13.1.1** Deputy Chairperson Board Member Terry Hynes proposed for future consideration the community recycling service be extended to include accepting e-waste as part of the collection facilities available through Council.

**13.2 Online Community Survey**

- 13.2.1** Clarification will be provided to Deputy Chairperson Board Member Terry Hynes regarding the arrangements for residents invited to respond to Council's online community survey relating to its services and performance.

**13.3 Mangatera Cemetery**

- 13.3.1** Board Member Kim Spooner-Taylor expressed concern at the lack of top soil and grass seed used at the Mangatera Cemetery resulting in its appearance being disrespectful and distressing for families visiting loved ones.
- 13.3.2** This matter will be followed up as a service request through the CRM system for response to Board Member Spooner-Taylor.

13.4        **Anzac Park**

- 13.4.1      Deputy Chairperson Board Member Terry Hynes emphasised the importance of Council maintaining a toilet facility at Anzac Park in Norsewood for people to use when visiting and camping at this scenic reserve.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 2.30pm.

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Chairperson



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 23 February 2022 commencing at 1.00pm.

**1. Present**

Her Worship the Mayor - Mrs T H Collis, Crs E L Peeti-Webber (Deputy Mayor), A K Franklin, S A Hull, C J Isaacson, P A Johns, K A Sutherland, R A Treder and S M Wards.

**In Attendance**

Mr B Nicholson	- Chief Executive
Mr R Taylor	- Manager - Democracy Services
Mr R Suppiah	- Group Manager - Corporate
Mr M Maxwell	- Group Manager - Economic and Community Development
Mr C Chapman	- Group Manager - Infrastructure
Ms T Love	- Group Manager - Operations
Mrs S Walshe	- Team Leader Financial Services
Mr A Gosney	- Project Management Office Lead
Ms B Smith	- Finance Manager
Ms E Roberts	- Revenue Manager

**2. Council Prayer**

2.1 Mayor Tracey Collis opened the meeting with a Council Prayer.

**3. Apologies**

3.1 Nil

**4. Public Forum**

4.1 Nil

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

5.1 Nil

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

6.1 Nil

**7. Personal Matters**

- 7.1 Council's condolences are conveyed to Cr Carole Isaacson on the passing of her father.

**8. Confirmation of Minutes**

- 8.1 *That the minutes of the Council meeting held on 26 January 2022 (as circulated) be confirmed as a true and accurate record of the meeting.*

*Crs Peeti-Webber/Franklin*

*Carried*

**9. Any Matters Arising from the Minutes not otherwise dealt with in the Agenda**

- 9.1 Nil

**10. Community Boards and Community Committees Reports**

**10.1 Explore Pahiatua**

- 10.1.1 *That the report of the Explore Pahiatua meeting held on 2 February 2022 (as circulated) be received.*

*Crs Peeti-Webber/Franklin*

*Carried*

**10.2 Woodville Districts' Vision**

- 10.2.1 *That the report of the Woodville Districts' Vision meeting held on 1 February 2022 (as circulated) be received.*

*Crs Peeti-Webber/Franklin*

*Carried*

**10.3 Dannevirke Community Board**

- 10.3.1 *That the report of the Dannevirke Community Board meeting held on 8 February 2022 (as circulated) be received.*

*Crs Peeti-Webber/Franklin*

*Carried*

**10.4 Eketahuna Community Board**

- 10.4.1 *That the report of the Eketāhuna Community Board meeting held on 14 February 2022 (as circulated) be received.*

*Crs Peeti-Webber/Franklin*

*Carried*

## **11. Reports**

### **11.1 Audit and Risk Committee**

- 11.1.1 *That the report of the Audit and Risk Committee meeting held on 15 February 2022 (as circulated) be received.*

*Crs Johns/Isaacson*

*Carried*

### **11.2 Adoption of the 2020/2021 Annual Report and Annual Report Summary**

- 11.2.1 *That the report from the Team Leader Financial Services dated 16 February 2022 concerning the adoption of the 2020/2021 Annual Report and Annual Report Summary (as circulated) be received, and*

*That as recommended by the Audit and Risk Committee, Council adopt the 2020/2021 Annual Report in accordance with Section 98 of the Local Government Act 2002 subject to the correction of any typographical errors or changes which may be required.*

*Crs Johns/Hull*

*Carried*

### **11.3 Capital Expenditure Budget Carry Forwards from the 2020/2021 Financial Year**

- 11.3.1 *That the report from the Project Management Office Lead dated 16 February 2022 concerning capital expenditure budget carry forwards from the 2020/2021 financial year (as circulated) be received, and*

*That the carry forwards outlined in section 4.1 of this report be approved for addition into this year's capital budget.*

*Crs Sutherland/Franklin*

*Carried*

### **11.4 Six Months Performance for the Period Ending 31 December 2021**

- 11.4.1 Team Leader Financial Services Sarah Walshe elaborated on Council's financial position and operating performance as at the midway point of this financial year, and variances to the revenue and expenditure budgets.

- 11.4.2 Council met 67% of its service performance measures compared to 77% last year. The second of the community surveys is currently underway, with results due back at the end of the month to be included in the third quarter report.

- 11.4.3 Project Management Office Lead Adam Gosney outlined progress with the capital works programme that Council spent \$10.2million of its \$30.5million budget for this financial year. Of the 224 individual projects identified within the Annual Plan there have been 45 projects completed. Most of the remaining projects sit within the delivery and planning stages.

- 11.4.4 Revenue Manager Eleanor Roberts spoke on work undertaken to manage rates debtors in arrears. As at 1 July 2021 there were 2,089 rating units in arrears, with 1,848 clearing the amount owed at 31 December 2021 leaving 241 with an arrears balance.
- 11.4.5 The total collected and approved write-off from 1 July to 31 December 2021 was \$628,323.
- 11.4.6 Group Manager - Corporate Raj Suppiah outlined the work finance staff continue to undertake with Council's treasury advisor to develop and implement strategies to manage interest rates risk and optimise funding in accordance with financial strategies.
- 11.4.7 Based on the current Long Term Plan debt profile Council complies with policy limits on interest rates risk management, and generally with financial prudence debt limits.
- 11.4.8 Team Leader Financial Services Sarah Walshe referred to the self-funded activities results for forestry (reserve balance of \$719,000) and pensioner housing (reserve balance of \$562,000) as at 31 December 2021.
- 11.4.9 ***That the report from the Team Leader Financial Services dated 16 February 2022 concerning Council's six months performance for the period ending 31 December 2021 (as circulated) be received and the contents are noted.***

***Crs Wards/Sutherland***

***Carried***

## 11.5 **Staff Report**

### 11.5.1 **Weather Events**

11.5.1.1 Thanks are conveyed to the teams involved in responding to the very wet weather events this month within the district, particularly over Waitangi Day weekend and 12 and 13 February.

11.5.1.2 This resulted in temporary surface flooding, slips and fallen trees on the district's roads, increased turbidity of river sources for water supply networks, and disrupted business as usual activities and projects currently under construction.

### 11.5.2 **Water Supply and Demand Update**

11.5.2.1 Rainfall and water conservation by residents has assisted to bring some temporary relief to the water supply situation, but restrictions will remain in place to support providing resilience to the impounded supply storage available capacity levels for the months ahead when dry weather is anticipated.

### 11.5.3 **Dog Attacks**

11.5.3.1 Group Manager - Operations Tina Love is reviewing the basis of information presented in the staff report regarding reported dog attacks to consider options to include details relating to type and location.

**11.5.4 Illicit Dumping**

- 11.5.4.1 Group Manager - Operations Tina Love is to follow up details of illicit dumping as it appears this is increasing to identify if there are particular places it is frequently occurring in the district.

**11.5.5 Super Consultation**

- 11.5.5.1 The first round of Super Consultation ends this month, with topics included being District Strategy, Water Supply Bylaw pre-consultation, Water Tanks and Play, Active Recreation and Sport Strategy.
- 11.5.5.2 Expo events occurred across the district to promote the consultation and provide an opportunity for the public to gather information, and be involved in this process to assist Council in considering the direction to take regarding these matters.
- 11.5.6 ***That the report from the Chief Executive dated 16 February 2022 concerning an update on key projects and items of interest to the Council (as circulated) be received.***

*Crs Johns/Hull*

*Carried*

**12. Portfolio Reports**

- 12.1 Nil

**13. Mayoral Matters**

**13.1 Mayor and Councillors Report**

- 13.1.1 A copy of the Mayor and Councillors February report is tabled, and the information set out in that document is circulated as an attachment to the agenda relating to these minutes.
- 13.1.2 Matters included in the Mayor and Councillors report are as follows:
- 2022 Super Consultation
  - Water
  - Communities 4 Local Democracy
  - White Ribbon campaign on violence prevention
  - Forestry in light of the Emissions Trading Scheme and land use change
  - Addams Family Dannevirke Theatre Company production
  - Covid-19
  - Love local lunches on scheduled Council meeting days

- Events attended by the Mayor
- Councillors portfolio reports

**13.2 Tararua District Civic Honour**

**13.2.1** *That the resolution passed as a public excluded item of business at the Council meeting held on 27 October 2021 to award Wayne Churchouse a Tararua district civic honour to acknowledge his service to the community be confirmed in open meeting.*

*Mayor Collis/Cr Wards*

*Carried*

**14. Items Not on the Agenda**

**14.1** Nil

**15. Public Excluded Item of Business**

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

- *Chief Executive's performance appraisal review report*

*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>Chief Executive's performance appraisal review report</i>	<i>To protect the privacy of natural persons</i>	<i>Section (1)(a)(i)</i>

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

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

*Mayor Collis/Cr Isaacson*

*Carried*



15.3 ***That open meeting be resumed.***

***Mayor Collis/Cr Sutherland***

***Carried***

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 3.05pm.

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Mayor



Dannevirke Theatre Company Inc.  
2 Ward St, Dannevirke  
New Zealand, 4930

Mayor Tracey Collis  
Taranaki District Council  
PO Box 115,  
Dannevirke, 4942

Kia Ora Tracey,

As you are well and truly aware, New Zealand has now entered the red level on the Governments implemented Traffic Light System. This has meant that when our current production of "The Addams Family: A New Musical" opens to the public in February, we will only be able to seat 100 audience members per show. Because of this, we have made the decision to apply to our show rights holders for permission to stage and extra 3 shows across the 4th and 5th of March 2022.

This will also mean that our hire age of the Dannevirke Town Hall will need to be extended to cover this period as well. I understand that you have assisted us greatly with our current charges in hiring this venue, and we are extremely grateful for this.

Would it be at all possible for you to assist us again in covering these new additional charges? These community and volunteer driven performances are a costly undertaking. It would be a huge weight off our shoulders if we knew this expense was covered once again by your support.

Thank you again for all of the support you have given us so far. I look forward to hearing from you soon.

Elijah Graham  
Secretary  
Dannevirke Theatre Company Inc.

**DANNEVIRKETHEATRECOMPANY@GMAIL.COM**

**From:** Chloe Wilson <projects@alz-man.org.nz>  
**Sent:** Friday, February 25, 2022 11:35 AM  
**To:** Richard Taylor  
**Subject:** HPE CM: Alzheimers Manawatu: Request for Extension of Funding

**Record Number:** E22/1209

Hey Richard,

I've taken over from Kate here at Alzheimers Manawatu and she had left here a letter from you about a grant we received for our Memory Walk in 2020. Tracy Lynn had requested an extension to this on the 27<sup>th</sup> January as the Memory Walk was postponed until September 2021. Due to another lockdown, this was once again postponed and was due to go ahead early March. I contacted Ross MacDonald who advised he would let the board know and that it would be fine as it was within this financial year. Well, here we are again with Omicron circling! We have decided to once again (and hopefully for the LAST time) postpone this until September 2022. Is it possible to gain another extension for this grant? I do understand if we need to return the money and reapply as it's now been 2 years of delays.

Any help would be much appreciated.

Thanks,  
Chloe

Chloe Wilson  
Grants & Project Manager



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**A dementia friendly New Zealand**  
Aotearoa, he aro nui ki te hunga mate wareware

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