



ORDINARY MEETING of Council AGENDA

Time: 3:00 pm
Date: Wednesday, 3 April 2024
Venue: Waiata House, 27 Lincoln Road,
Masterton

MEMBERSHIP

Mayor Gary Caffell (Chairperson)

Councillor Bex Johnson
Councillor Craig Bowyer
Councillor Brent Goodwin
Councillor David Holmes

Councillor Tom Hullena
Councillor Stella Lennox
Councillor Tim Nelson
Councillor Marama Tuuta

Values

1. **Public interest:** members will serve the best interests of the people within the Masterton district and discharge their duties conscientiously, to the best of their ability.
2. **Public trust:** members, in order to foster community confidence and trust in their Council, will work together constructively and uphold the values of honesty, integrity, accountability and transparency.
3. **Ethical behaviour:** members will not place themselves in situations where their honesty and integrity may be questioned, will not behave improperly and will avoid the appearance of any such behaviour.
4. **Objectivity:** members will make decisions on merit; including appointments, awarding contracts, and recommending individuals for rewards or benefits.
5. **Respect for others:** will treat people, including other members, with respect and courtesy, regardless of their ethnicity, age, religion, gender, sexual orientation, or disability. Members will respect the impartiality and integrity of Council staff.
6. **Duty to uphold the law:** members will comply with all legislative requirements applying to their role, abide by this Code, and act in accordance with the trust placed in them by the public.
7. **Equitable contribution:** members will take all reasonable steps to ensure they fulfil the duties and responsibilities of office, including attending meetings and workshops, preparing for meetings, attending civic events, and participating in relevant training seminars.
8. **Leadership:** members will actively promote and support these principles and ensure they are reflected in the way in which MDC operates, including a regular review and assessment of MDC's collective performance.

These values complement, and work in conjunction with, the principles of section 14 of the LGA 2002; the governance principles of section 39 of the LGA 2002; and our MDC governance principles:

Whakamana Tangata	Respecting the mandate of each member, and ensuring the integrity of the committee as a whole by acknowledging the principle of collective responsibility and decision-making.
Manaakitanga	Recognising and embracing the mana of others.
Rangatiratanga	Demonstrating effective leadership with integrity, humility, honesty and transparency.
Whanaungatanga	Building and sustaining effective and efficient relationships.
Kotahitanga	Working collectively.

Order Of Business

1	Conflicts of Interest	5
2	Apologies	5
3	Public Forum	5
4	Items not on the Agenda	5
5	Confirmation of Council Minutes	5
	See items 7.1 and 7.2 below	
6	Committee Reports	5
	See items 7.3 and 7.4 below	
7	Reports for Decision	6
7.1	Confirmation of Minutes - Council 14 February 2024	6
7.2	Confirmation of Minutes - Council 6 March 2024.....	15
7.3	Confirmation of Committee Minutes - Audit and Risk 21 February 2024.....	27
7.4	Confirmation of Committee Minutes - Infrastructure and Services 6 March 2024.....	39
7.5	Adoption of Key Policies Associated with the 2024-2034 Long-Term Plan	45
7.6	Key Long Term Plan Documentation - Adoption for Consultation	137
7.7	Local Water Done Well	326
7.8	Further Amendment to Meeting Schedule for 2024	337
7.9	Update to the Elected Member Allowances and Expense Reimbursement Policy 2022-2025	339
7.10	Establishment of the Masterton District Council Disability Advisory Group	350
7.11	Review of the Wairarapa Consolidated Bylaw 2019	360
7.12	Masterton District Council Delegations Register	365
7.13	Marae Development Fund Assessment Group.....	417
8	Reports for Information	423
8.1	Chief Executive's Report.....	423
8.2	Meeting Reports from Councillors	434
8.3	Mayor's Report.....	435
9	Public Excluded	459
9.1	Confirmation of Public Excluded Minutes - Council 14 February 2024.....	459
9.2	Confirmation of Committee Public Excluded Minutes - Audit and Risk 21 February 2024	459

The Chairperson will open the meeting with the karakia

Karakia timatanga

Kia tau ngā manaakitanga a te mea ngaro
ki runga ki tēnā, ki tēnā o tātou

Kia mahea te hua mākihikihi

kia toi te kupu, toi te mana, toi te aroha, toi te Reo
Māori

kia tūturu, ka whakamaua kia tīna! Tīna!

Hui e, Tāiki e!

Let the strength and life force of our
ancestors

Be with each and everyone of us

Freeing our path from obstruction

So that our words spiritual, power, love and
language are upheld

Permanently fixed established and
understood

Forward together

At the appropriate time, the following karakia will be read to close the meeting

Karakia whakamutunga

Kua mutu ā mātou mahi

Our work has finished

Mō tēnei wā

For the time being

Manaakitia mai mātou katoa

Protect us all

Ō mātou hoa

Our friends

Ō mātou whānau

Our family

Āio ki te Aorangi

Peace to the universe

1 CONFLICTS OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

2 APOLOGIES

The Chair invites notice from members of:

- leave of absence for future meetings of Masterton District Council
- apologies, including apologies for lateness and early departure from the meeting where leave of absence has not previously been granted.

3 PUBLIC FORUM

4 ITEMS NOT ON THE AGENDA

The Chairperson will give notice of items not on the agenda as follows:

Matters requiring urgent attention as determined by resolution of the Council

- The reason why the item is not on the agenda; and
- The reason why discussion of the item cannot be delayed until a subsequent meeting.

Minor matters relating to the general business of Council

No resolution, decision or recommendation may be made in respect of the item except to refer it to a subsequent meeting of Masterton District Council for further discussion.

5 CONFIRMATION OF COUNCIL MINUTES

See items 7.1 and 7.2 below

6 COMMITTEE REPORTS

See items 7.3 and 7.4 below

7 REPORTS FOR DECISION

7.1 CONFIRMATION OF MINUTES - COUNCIL 14 FEBRUARY 2024

File Number:

Author: Harriet Kennedy, Governance Team Leader

Authoriser: Kym Fell, Chief Executive

RECOMMENDATION

That the Minutes of the Council Meeting held on 14 February 2024 be received and confirmed as an accurate record of that meeting

ATTACHMENTS

1. Minutes of the Council Meeting held 14 February 2024 [↓](#) 



MINUTES

**Ordinary Council Meeting
Wednesday, 14 February 2024**

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum	3
4	Items not on the Agenda	3
5	Confirmation of Council Minutes	3
5.1	Minutes of Council Meeting held on 13 December 2023	3
6	Committee Reports	4
6.1	Report of the Infrastructure and Services Committee meeting 31 January 2024	4
7	Reports for Decision	4
7.1	Amendment to Meeting Schedule for 2024	4
7.2	Wellington Region Waste Management and Minimisation Plan 2023-2029 Adoption.....	5
7.3	Adoption of the Wairarapa Class 4 Gambling and Standalone TAB Venues Statement of Proposal and Draft Policy	5
8	Reports for Information	7
8.1	Chief Executive's Report.....	7
8.2	Meeting Reports from Councillors	7
8.3	Mayor's Report.....	7
9	Public Excluded	8
9.1	Public Excluded Minutes of Council Meeting held on 13 December 2023	8

**MINUTES OF MASTERTON DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON
ON WEDNESDAY, 14 FEBRUARY 2024 AT 3:00 PM**

PRESENT: Mayor G Caffell (Chair), Councillors B Johnson, C Bowyer, B Goodwin, D Holmes, T Hullena, S Lennox, T Nelson and M Tuuta

IN ATTENDANCE: Chief Executive, General Manager Finance, General Manager Community, General Manager Corporate, Interim Manager Assets and Infrastructure, Pou Ahurea Māori, Strategic Planning Manager, Zero Waste Advisor, Policy Advisor, and Governance Team Leader.

1 CONFLICTS OF INTEREST

Councillor Johnson declared an interest in relation to Item 7.3 *Adoption of the Wairarapa Class 4 Gambling and Standalone TAB Venues Statement of Proposal and Draft Policy* as she was a director on the Trust House Board.

2 APOLOGIES

There were no apologies.

3 PUBLIC FORUM

John Healy, Chief Executive, Wairarapa Building Society, spoke to Council about the Wairarapa Building Society and their work in the community through the WBS Charitable Trust.

4 ITEMS NOT ON THE AGENDA

There were no late items

5 CONFIRMATION OF COUNCIL MINUTES

0.0 MINUTES OF COUNCIL MEETING HELD ON 13 DECEMBER 2023

RESOLUTION 2024/1

Moved by Councillor C Bowyer
Seconded by Councillor S Lennox

That the Minutes of Council Meeting held on 13 December 2023 be received and confirmed as an accurate record of that meeting

.CARRIED

6 COMMITTEE REPORTS

6.1 REPORT OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD ON 31 JANUARY 2024

RESOLUTION 2024/2

Moved by Mayor G Caffell
Seconded by Councillor B Johnson

THE COMMITTEE RECOMMENDS:

That Council confirms the report of the Infrastructure and Services Committee meeting held on 31 January 2024 including the following resolutions

- Community Facilities and Activities Infrastructure and Services Update
That the Infrastructure and Services Committee receives the update from the Community Facilities and Activities team on key projects and a summary of progress since the last report.
- Regulatory Services Infrastructure and Services Update
That the Infrastructure and Services Committee receives the update from the Building Control Services, Consents and Planning and Environmental Services teams.
- Assets and Operations Infrastructure and Services Update
That the Infrastructure and Services Committee receives the update from Assets and Operations on key infrastructure projects and areas of project focus.

CARRIED

7 REPORTS FOR DECISION

7.1 AMENDMENT TO MEETING SCHEDULE FOR 2024

This report seeking Council approval of amendments to the schedule of Council and Committee meetings for 2024 was taken as read.

RESOLUTION 2024/3

Moved by Councillor C Bowyer
Seconded by Councillor T Hullena

That Council approves two amendments to the 2024 Schedule of Meetings: to move the 28 February 2024 Council Meeting to 6 March 2024 and to move the 27 March 2024 Council Meeting to 3 April 2024.

CARRIED

7.2 WELLINGTON REGION WASTE MANAGEMENT AND MINIMISATION PLAN 2023-2029 ADOPTION

The report requesting Council adopt the 2023-29 Wellington Region Waste Management and Minimisation Plan (WMMP) was presented by the Zero Waste Advisor who noted that the Policy had been adopted by the seven other councils.

Councillor Hullena, as Council's representative on the Wellington Region Waste Management and Minimisation Joint Committee, noted that the process to develop the Plan had been thorough and advised that he fully supported the Plan as it was increasingly important that the waste being produced was reduced and managed. There was a need to do better on all fronts and the Plan was a step in the right direction. Staff and elected members would work together to come up with the implementation plan which would have tangible actions to make progress on.

RESOLUTION 2024/4

Moved by Councillor T Hullena
Seconded by Councillor D Holmes

That Council

1. **Notes** that, as required under the Waste Minimisation Act 2008, all councils are required to review and update their Waste Management and Minimisation Plans to receive ongoing waste levy funding from the Ministry for the Environment to conduct waste minimisation projects and activities.
2. **Notes** that the Wellington Waste Management and Minimisation Joint Committee has undertaken the special consultative procedure for the finalised 2023-2029 Wellington Region Waste Management and Minimisation Plan as previously agreed by the Council.
3. **Notes** that the Wellington Waste Management and Minimisation Joint Committee have recommended that all eight territorial authorities in the Wellington Region adopt the finalised 2023-2029 Wellington WMMP, included as Attachment 1.
4. **Agrees** to revoke the existing 2017-2023 Wellington Region WMMP.
5. **Agrees** to undertake a mid-term report of the WMMP in 2026.
6. **Agrees** to develop a Wairarapa Joint Implementation Plan by mid-2024.
7. **Adopts** the Wellington Region Waste Minimisation and Minimisation Plan 2023-2029.

CARRIED

7.3 ADOPTION OF THE WAIRARAPA CLASS 4 GAMBLING AND STANDALONE TAB VENUES STATEMENT OF PROPOSAL AND DRAFT POLICY

The report seeking Council's adoption of the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy Statement of Proposal and draft Policy for consultation was presented by the Policy Advisor who noted that the paper was a report back on the approach for progressing the review following the direction from Council at the end of 2023 for a more restrictive approach.

Members noted that the statement of proposal would go out for consultation and the public could

make submissions on it.

RESOLUTION 2024/5

Moved by Councillor B Goodwin
Seconded by Councillor T Nelson

That Council:

1. **notes** that a joint review of the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy (the Policy) is underway;
2. **notes** that the Wairarapa Policy Working Group considered options for progressing the review and recommended that the Wairarapa District Councils adopt a joint policy for consultation with a regional variation for Masterton in relation to venue relocation.
3. **agrees** to make amendments to the draft Policy:
 - (a) to state that Class 4 Gambling Venues cannot relocate in Masterton District under any circumstances.
 - (b) to state that Class 4 Gambling Venues cannot relocate to Carterton and South Wairarapa District's most deprived areas (those on the New Zealand Deprivation Index of decile 9 or 10) if the proposed location is outside of a main town centre;
 - (c) to state that no new standalone TAB venues may be established in the Wairarapa;
 - (d) to clearly state that no additional electronic gaming machines will be granted consent, in any Class 4 venue in the Wairarapa (amendment for clarification purposes); and
 - (e) to reflect legislative or other changes since the last review, and to improve the flow and readability.
4. **adopts** the Statement of Proposal and draft Policy for consultation with the community, using the Special Consultative Procedure (Attachments One and Two).
5. **notes** that consultation with the community is proposed to take place between 21 February and 22 March 2024, subject to adoption by the three Wairarapa District Councils.
6. **delegates** authority to the Chief Executive to approve minor edits that do not change the intent of the content, prior to publication of the Statement of Proposal and draft Policy for consultation.
7. **notes** that the Wairarapa Policy Working Group will hear submissions and undertake deliberations ahead of making final recommendations to Council in May 2024

CARRIED

Due to her declared conflict of interest, Councillor Johnson did not take part in the discussion or voting on the matter.

8 REPORTS FOR INFORMATION

8.1 CHIEF EXECUTIVE'S REPORT

The Chief Executive presented his report providing Council with an update on Council operations (as at 5 February 2024).

RESOLUTION 2024/6

Moved by Councillor B Johnson
Seconded by Councillor S Lennox

That Council receives the Chief Executive's Report as at 5 February 2024.

CARRIED

8.2 MEETING REPORTS FROM COUNCILLORS

Councillors are appointed to a number of external groups and organisations as representatives of Masterton District Council. This agenda item allows Councillors to report back on meetings attended in that capacity.

Councillor Tuuta reported back, with photos, on the Climate Advisory Group meetings she had attended held at the Shady Mellow (which was a place for youth to come to) and at the Douglas Park EnviroSchool; the Te Āwhina AGM attended on behalf of Councillor Lennox; and the Māori Sports Awards attended on behalf of the Mayor.

8.3 MAYOR'S REPORT

The Mayor provided a verbal report:

- commending the Chief Executive and staff on the way the changes to the senior management team had been handled.
- The Whanau Day had been hugely successful. The events had been the best he'd ever seen. The East Side Festival and Summer Hummer were coming up.
- He had attended a Mayor's Task Force for Jobs meeting and noted that there had been a number of placements in the Masterton area.
- An informal meeting had taken place with Trust Lands Trust and Trust House which had been very productive.
- There were a number of major projects in train which would make Masterton a great place to be.
- He noted that Council had gone through a difficult Long Term Plan process. The rates increase wouldn't be that palatable, but overall he thought that Council was in a good space.

9 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2024/7

Moved by Councillor B Johnson
Seconded by Councillor D Holmes

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<p>9.1 - Public Excluded Minutes of Council Meeting held on 13 December 2023</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

CARRIED

The Meeting moved into public excluded at 3.44pm

The Meeting moved out of public excluded at 3.45pm

The Meeting closed at 3.45pm

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 3 April 2024.

.....
CHAIRPERSON

7.2 CONFIRMATION OF MINUTES - COUNCIL 6 MARCH 2024

File Number:

Author: Harriet Kennedy, Governance Team Leader

Authoriser: Kym Fell, Chief Executive

RECOMMENDATION

That the Minutes of the Council Meeting held on 6 March 2024 be received and confirmed as an accurate record of that meeting

ATTACHMENTS

1. Minutes of the Council Meeting held on 6 March 2024 [↓](#) 



MINUTES

**Ordinary Council Meeting
Wednesday, 6 March 2024**

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum	3
4	Items not on the Agenda	3
5	Confirmation of Council Minutes	3
	There were no Council minutes for confirmation.	
6	Committee Reports	3
	There were no Committee reports.	
7	Reports for Decision	4
7.1	Amendments to the Wairarapa Consolidated Bylaw 2019, Part 10: Traffic Bylaw Schedules	4
7.2	2024-34 Long Term Plan Community Outcomes	4
7.3	2024-2034 Long Term Plan Activity Groups	5
7.4	2024-2034 Long Term Plan Performance Measure Framework.....	5
7.5	Masterton Town Centre Improvements Consultation Options for the 2024- 2034 Long Term Plan	6
7.6	Civic Facility Consultation Options for the 2024-2034 Long Term Plan	6
7.7	Key Long Term Plan Documentation - Approval for Audit Review	8
8	Reports for Information	11
	There were no reports for information.	
9	Public Excluded	11
	No items were considered with the public excluded	

**MINUTES OF MASTERTON DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON
ON WEDNESDAY, 6 MARCH 2024 AT 10:00 AM**

PRESENT: Mayor G Caffell (Chair), Councillors C Bowyer, B Goodwin, D Holmes, T Hullena, S Lennox and T Nelson (to 11.15am)

IN ATTENDANCE: Iwi Representative Jo Hayes, Chief Executive, General Manager Finance, General Manager Strategy and Development, General Manager Community, General Manager Corporate, General Manager Assets and Infrastructure, Pou Ahurea Māori, Strategic Planning Manager, Management Accountant, Economic Development Lead and Governance Team Leader.

1 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2 APOLOGIES

RESOLUTION 2024/10

Moved by Mayor G Caffell
Seconded by Councillor C Bowyer

That apologies from Councillor Bex Johnson and Councillor Marama Tuuta be received and accepted.

CARRIED

3 PUBLIC FORUM

There was no public forum.

4 ITEMS NOT ON THE AGENDA

There were no late items.

5 CONFIRMATION OF COUNCIL MINUTES

There were no Council minutes for confirmation.

6 COMMITTEE REPORTS

There were no Committee reports.

7 REPORTS FOR DECISION

7.1 AMENDMENTS TO THE WAIRARAPA CONSOLIDATED BYLAW 2019, PART 10: TRAFFIC BYLAW SCHEDULES

The report seeking Council adoption of amendments to the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules was presented by the Senior Policy Advisor.

In response to a question about surveying local residents it was advised that there hadn't been any survey but that the housing was further down the street and the loading zone would only be operating during working hours from Monday to Friday.

RESOLUTION 2024/11

Moved by Councillor T Hullena
Seconded by Councillor C Bowyer

That Council:

1. **Notes** that Council has received a request from the owner of Bryans Furniture for an area alongside the store on Railway Crescent to be designated as a loading zone;
2. **Agrees** to amend the Wairarapa Consolidated Bylaw 2019, Part 10: Traffic Bylaw Schedules by adding the loading zone area on Railway Crescent outside Bryans Furniture to Schedule 2J: Loading Zone;
3. **Notes** that the bylaw amendment will be notified via the Council website and on social media.

CARRIED

7.2 2024-34 LONG TERM PLAN COMMUNITY OUTCOMES

The report seeking Council adoption of the Community Outcomes for the 2024-34 Long Term Plan (LTP) was presented by the Strategic Planning Manager who noted that the community outcomes were aspirational and reflected what Council wanted to achieve for the community.

RESOLUTION 2024/12

Moved by Councillor S Lennox
Seconded by Councillor C Bowyer

That Council

1. **reconfirms** the five existing community outcomes, as listed below, for the 2024-34 Long Term Plan:
 - An Engaged and Empowered Community
 - Pride in our Identity and Heritage
 - A Sustainable and Healthy Environment
 - A Thriving and Resilient Economy

- Efficient, Safe and Effective Infrastructure
2. **notes** that Council will define these outcomes through the consultation process, taking community feedback into consideration.

CARRIED

7.3 2024-2034 LONG TERM PLAN ACTIVITY GROUPS

The report seeking Council adoption of the Activity Groups for the 2024-34 Long Term Plan as outlined in Attachment 1 was presented by the Strategic Planning Manager.

RESOLUTION 2024/13

Moved by Councillor D Holmes
Seconded by Councillor T Hullena

That Council **adopts** the proposed Activity Groups for the 2024-34 Long Term Plan as outlined in Attachment 1.

CARRIED

7.4 2024-2034 LONG TERM PLAN PERFORMANCE MEASURE FRAMEWORK

The report seeking Council approval of proposed changes to Council's Performance Measure Framework for the 2024-2034 Long Term Plan, outlined in Attachment 1 to the report, was presented by the Strategic Planning Manager.

The Wastewater Performance Measures were discussed and a request was made for a new measure for the volume going into Homebush expressed as litres per day per capita, and also for a measure for wet weather overflows on the wastewater system in addition to the dry weather overflows, because if the system couldn't withstand rain then there was a problem. The General Manager Strategy and Development advised that the proposed measures needed to be meaningful – including them as proposed would simply be a statement of the current state or not the complete picture. The purpose of the performance measures is to be able to improve Council's service from the current state and there would need to be targets and associated workstreams set around that. What was causing all the issues was still unknown and staff were working through that process now. More robust data was needed to enable Council to say that we are reducing infiltration or the output this much over this many years. The work hadn't been done to be able to include all that information to provide to Audit NZ and then take to consultation. Staff would do the work and report those numbers informally to the Audit and Risk or Infrastructure and Services Committees to enable Council to have the confidence that the data was telling us something about our services that could be included in the next Long Term Plan.

An amendment was proposed to include those two additional measures in the Performance Measures document.

RESOLUTION 2024/14

Moved by Councillor C Bowyer
Seconded by Councillor D Holmes

That Council **approves** the proposed changes to Council's performance measure framework for

the 2024-34 Long Term Plan as outlined in Attachment 1.

CARRIED

AMENDMENT

Moved by Councillor B Goodwin
Seconded by Councillor T Nelson

That we include with Wastewater a measure of the number of wet weather overflows and the expression of the volume going through to Homebush as litres per capita per day.

LOST

7.5 MASTERTON TOWN CENTRE IMPROVEMENTS CONSULTATION OPTIONS FOR THE 2024-2034 LONG TERM PLAN

The report confirming the options, and Council's preferred option, for improvements to the Masterton town centre, to consult with the community for the 2024 – 34 Long Term Plan (LTP) was presented by the Project Delivery and Assets Manager.

RESOLUTION 2024/15

Moved by Councillor T Hullena
Seconded by Councillor S Lennox

That Council

1. **Notes** that costs to deliver the project included in the 2021-31 LTP have escalated significantly.
2. **Approves** the following options for consultation as part of the 2024-34 LTP process;
 - Option 1 - Do the minimum and only replace critical infrastructure in Phases 1 and 2 of Queen Street
 - Option 2 - Complete the redevelopment in Phases 1 and 2 of Queen Street (as outlined in this report) but defer the remaining programme of work under the Masterton Revamp project.
3. **Agrees** that Council's preferred option is **Option 1** - Do the minimum and only replace critical infrastructure in Phases 1 and 2 of Queen Street.

CARRIED

7.6 CIVIC FACILITY CONSULTATION OPTIONS FOR THE 2024-2034 LONG TERM PLAN

The report seeking Council's approval to adopt the recommended options to proceed through to LTP consultation was presented by the Project Delivery and Assets Manager and the Project Manager.

The Project Manager gave a verbal update on the quotes for demolition, noting that they were desktop quotes based on a detailed scope of work that had been provided to the companies who had been approached. The estimates ranged from \$2.9m to \$1.1m and excluded contingency. It was noted that lowest quote didn't include a lot of the items in the detailed scope of works

provided.

In relation to another estimate of \$200,000 for demolition that had previously been raised with Council, staff advised that site fencing and traffic management estimates alone amounted to \$30,000 and \$50,000 respectively and that the removal of contaminated soil and material which included a tank and asbestos had been estimated at over \$600,000.

Council discussed the alternative Option 2 – the refurbishment of the municipal building – and staff's recommendation not to include it for consultation. Staff reiterated that the option wasn't recommended as it wasn't a viable option. It didn't meet the requirements to fit all of Council's functions and would mean an additional site would need to be retained, and the risks and uncertainties relating to the refurbishment of the existing building meant that a confident estimate of time and cost was not possible, which was needed in order for it to be included as a reasonably practicable option and as a fair comparator to the other two options.

A change to the staff recommendation in the report was proposed to add the option that included the refurbishment of the municipal building (Option 2) as another alternative to the preferred option, to provide the community with the opportunity to have their say on that particular option.

RESOLUTION 2024/16

Moved by Councillor S Lennox
Seconded by Councillor T Nelson

That Council:

1. For the Town Hall and Municipal Buildings:

- a) **Approve** as the PREFERRED option for Consultation Option 3: Demolish the Town Hall and Municipal Building, build new Town Hall and expand Waiata House (retaining the façade).
- b) **Approve** the ALTERNATIVE options for consultation: Option 1: Demolish the Town Hall and Municipal Buildings (including the façade), retain Waiata House and Queen Street premises; and Option 2: Demolish the Town Hall, build new Town Hall and refurbish the Municipal Building,
- c) **Note** retaining the façade is possible with both Options 2 and 3. The estimated cost to retain the façade is \$1,628,224. This is included within the estimated costs of both options.

2. For the Library and Archives:

- a) **Approve** as the PREFERRED option for consultation Option 3: Upgrade and expand the library only.
- b) **Approve** the ALTERNATIVE options for consultation Option 1: Undertake essential repairs and maintenance and Option 2: Upgrade and expand the library *and* archives.
- c) **Note** the risks associated with delaying construction of the Archive building.
- d) **Note** due to the limited information available for each option at this early stage, the QS estimates are largely based on assumptions and benchmarked rates. Once an option is selected and the design matures, the costs will change as we know more and the risk profile changes.

CARRIED

7.7 KEY LONG TERM PLAN DOCUMENTATION - APPROVAL FOR AUDIT REVIEW

T The Report seeking Council approval of the following for the 2024-2034 Long-Term Plan (LTP):

- key content to be included in the draft Consultation Document content (Attachment 1)
- draft Financial Strategy (Attachment 2)
- draft Infrastructure Strategy (Attachment 3), and
- draft Significant Assumptions (Attachment 4)

was presented by the General Manager Strategy & Development and the General Manager Finance.

The General Manager Finance provided the following context around the budget development process and explanation of the drivers for the proposed rates increase in 2024/25:

- The financial forecasts in the Long Term Plan came from a budget and financial model which included the costs and revenues of the organisation, the assets Council uses to deliver services and the change in value of those assets in terms of revaluations and depreciation, borrowing/debt to renew or build new assets and the cost of that debt. The model includes a complete financial picture that helps to show the organisation can manage its finances and is sustainable over the long, medium and short term. The revenue is enough to pay for the service levels agreed on and the costs of the services being delivered are reasonable and based on reasonable assumptions. Council wasn't underbudgeting or underestimating costs.
- There was a significant capital programme in the first five years of the Plan. Of the \$43m capital programme in Year 1, \$27m is renewing assets - resealing roads, rebuilding road pavements, relining sewer pipes or putting new in, water pipes, upgrading or replacing pipes in the stormwater assets - the majority of the renewals budget is maintaining or renewing infrastructure.
- The major capital projects loan funded in the plan are the library extension, the town hall civic building, the water trunk main renewal and the raw water storage. The raw water storage is one of the first things to be done in the Plan.
- There is an increase in debt over the first five years of the Plan, from 46% to 131% but this stays within the 150% limit shown in the Financial Strategy.
- The Plan, the Financial Strategy and Financial Model deliver a balanced budget where the revenue covers the operating costs. Council's revenue is 60% from rates with the other 40% coming from NZTA subsidies, government subsidies for some of the resilience work Council is doing, and user charges on regulatory services like swimming pool inspections and transfer station charges. If revenue didn't cover costs then Council wouldn't be running a balanced budget. Borrowing from reserves to cover operating costs isn't running a balanced budget and is unsustainable.
- The rates increase from the current year is 10.6% after the benefit of growth in the rating base. The Council sets a rates increase limit in the Financial Strategy of the Local Government Cost Increase (which measures inflation for councils) plus 4.5%. The limit for the next year (8.4%) is exceeded in the first year. The increase is driven by a number of cost pressures: the increase in roading budget to deliver the level of service Council wants to achieve; the cost of servicing the debt taken on to fund the unbudgeted cyclone recovery

work; Council's direction to prioritise water and wastewater infrastructure has put more money into that area; inflation means that the cost of doing all the work Council does in repairing and renewing assets has increased; the cost of insurance is increasing; decisions made in the Revenue and Financing Policy Review, for example to increase the proportion of the cost of animal services met by ratepayers to 30%, increases rates; and reducing the amount of borrowing from reserves for rates smoothing has also resulted in an increase.

- The 10.6% increase in year 1 is an average across the whole district but there are differences between individual property types. The urban property average is 9.3% while the rural property average is 14.8%, this difference reflects the increased expenditure on roading and the change in allocation of that roading cost in the Revenue and Financing Policy from 69% to 70% for rural properties.

(Councillor Nelson left the meeting at 11.15am)

- How much a person's rates increase is made up of three factors: policy changes in the Revenue and Financing Policy which was consulted on at the end of 2023; increases in the budget; and, individual property valuation changes.
- The issues outlined in the consultation document have been costed so that people can provide feedback based on the financial impact of each.

In relation to a proposal to lower the rates rise limit in the Financial Strategy staff advised that, apart from Year 1, the projects in the LTP could be delivered within that limit but if the limit was lowered Council would have a policy that didn't allow delivery of the projects in the Plan.

The Mayor noted that this was the most challenging local government environment he had encountered and that while Masterton might have one of the lowest rate increases in the lower North Island that was no cause for celebration. He acknowledged that Councillors came onto Council to try to make things easier for people and it was hurtful when members were abused when they were trying to make the best decisions for the Community. Councillors had worked hard to get to where it had landed.

RESOLUTION 2024/17

Moved by Mayor G Caffell

Seconded by Councillor C Bowyer

That Council

1. approves for Audit New Zealand review:
 - a) key content for the 2024-34 Long Term Plan Consultation Document (Attachment 1);
 - b) the draft Financial Strategy, as supporting information for the 2024-34 Long Term Plan (Attachment 2);
 - c) the draft Infrastructure Strategy, as supporting information for the 2024-34 Long Term Plan (Attachment 3);
 - d) the draft significant assumptions as part of the supporting information for the 2024-34 Long Term Plan (Attachment 4);
2. notes the Town Hall/Library and Town Centre preferred and alternative options for consultation are to be confirmed through Reports 7.5 and 7.6 on this agenda.
3. approves the preferred and alternative options for the remaining key consultation issues as

follows:

a) Changes to Council Funding for Community Groups and Organisations

Preferred: Most Council funding for community groups and organisations will be contestable annually. The total allocation for general contestable funding will be \$354,000, which is an increase in general contestable funding but 5% less overall than equivalent funding provision in 2023/24.

Alternative: Maintain existing Council funding arrangements. The total allocation for contestable funding would be the same reduced total pool, but three-year funding could be locked in for some organisations.

b) Reducing Wairarapa Economic Development Strategy Funding

Preferred: Reduce funding for the Wairarapa Economic Development Strategy by 20% compared to 2023/24, saving \$20,000 per annum.

Alternative: Maintain funding for the Wairarapa Economic Development Strategy at the 2023/24 level, noting that with inflation this may not 'buy' as much.

c) Regional Walking and Cycling Facilitation

Preferred: Cease funding for the regional Walking and Cycling facilitation, saving \$35,000 per annum.

Alternative: Continue funding for the regional Walking and Cycling facilitation.

d) Positive Ageing Facilitation

Preferred: Cease funding for the regional Positive Ageing Strategy facilitation saving \$40,500 per annum.

Alternative: Continue funding for the regional Positive Ageing Strategy facilitation.

e) Welcoming Communities Facilitation

Preferred: Seek further external funding for the Welcoming Communities facilitation when current funding expires in 2025/26. If external funding cannot be secured, the facilitation would cease.

Alternative: Allow funding from rates for the Welcoming Communities facilitation to continue when the external funding expires in 2025.

f) Climate Activation Facilitation and Community-Led Climate Initiatives Fund

Preferred: Increase the Community-Led Climate Initiatives Fund rather than funding Climate Activation facilitation beyond April 2026 when the external funding expires.

Alternative 1: Include provision in the plan to allow for Climate Activation facilitation to continue beyond April 2026 when the external funding expires and do not change funding for the Community-Led Climate Initiatives Fund.

Alternative 2: Include provision in the plan to allow for the Climate Activation facilitation to continue beyond April 2026 when the external funding expires AND increase funding for the Community-Led Climate Initiatives Fund to \$100K.

4. delegates authority to the Chief Executive to finalise the draft Consultation Document based on content included in Attachment 1; and to make compliance changes to Attachments 1-4 in

response to the review undertaken by Audit New Zealand.

5. Note that the draft budgets associated with the decisions included in this report signal an average rates increase of 10.6% (after growth in the rating base) in Year1 and that will translate to averages of 9.3% increase for urban properties and 14.8% on rural properties

.CARRIED

8 REPORTS FOR INFORMATION

There were no reports for information.

9 PUBLIC EXCLUDED

No items were considered with the public excluded

The Meeting closed at 11.36am.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 3 April 2024.

.....
CHAIRPERSON

7.3 CONFIRMATION OF COMMITTEE MINUTES - AUDIT AND RISK 21 FEBRUARY 2024

File Number:

Author: Harriet Kennedy, Governance Team Leader

Authoriser: Kym Fell, Chief Executive

Members: Philip Jones (Chair), Mayor Gary Caffell, Councillor Craig Bowyer, Councillor Brent Goodwin, Councillor David Holmes, Councillor Tom Hullena, Councillor Bex Johnson, Councillor Stella Lennox, Councillor Tim Nelson, Councillor Marama Tuuta and iwi representative Jo Hayes

THE COMMITTEE RECOMMENDS

That Council confirms the report of the Audit and Risk Committee meeting held on 21 February 2024 including the following resolutions:

- Health and Safety Quarterly Report and Health & Safety Policy

That the Audit and Risk Committee

1. *notes the content and receives the Health and Safety Report for the quarter: (1 Oct 2023 to 31 December 2023).*
2. *notes a review of the Health and Safety Policy has been completed and the revised Policy was approved by the Strategic Leadership Team on 26 October 2023; and*
3. *recommends that Council endorses the updated MDC (Masterton District Council) Workplace Health and Safety and Staff Wellbeing Policy included as Attachment 1.*

- Destination Wairarapa Quarterly Report (1 October 2023 to 31 December 2023)

That the Audit and Risk Committee receives the second quarter report (1 October 2023 – 31 December 2023) from Destination Wairarapa.

- Service Provision Report: Aratoi Regional Trust and Nuku Ora

That the Audit and Risk Committee receives the Service Provision Report Aratoi Regional Trust and Nuku Ora, covering the summary of key result indicators for the quarter 1 July – 31 December 2023 and key initiatives for the six months 1 July – 31 December 2023.

- Non-Financial Report Quarter 2 2023-2024

That the Audit and Risk Committee receives the Quarter 2 non-financial performance report for the 2023/24 financial year.

- Key Policies Monitored by the Audit and Risk Committee

That the Audit and Risk Committee:

1. *notes that the following policies are monitored by the Audit and Risk Committee:*
 - *Asset Management Policy*
 - *Fraud, Dishonesty and Corruption Control Policy*
 - *Workplace Health and Safety and Staff Wellbeing Policy*
 - *Procurement Policy*

- *Revenue and Financing Policy*
 - *Risk Management Policy*
 - *Significance and Engagement Policy*
 - *Sensitive Expenditure Policy, and*
 - *Treasury Management Policy.*
2. *notes the status update for each of these policies in this Report.*
- *2024-34 Long-Term Plan Update*
That the Audit and Risk Committee
 1. *Receives the 2024-34 Long-Term Plan update report.*
 2. *Notes the risks identified in this report.*
 - *Audit Report for the Year Ended 30 June 2023*
*That the Audit and Risk Committee **receives** the Auditor's Report to the Council on the audit of Masterton District Council for the year ended 30 June 2023.*
 - *Six Months to Date Financial Report 2023/2024*
That the Audit and Risk Committee receives the 6 months to date financial report and commentary.
 - *Better Off Funding Update*
That Council receives the Better Off Funding Update report.

ATTACHMENTS

1. **Minutes of the Audit and Risk Committee meeting held 21 February 2024** [↓](#) 



MINUTES

Audit and Risk Committee Meeting Wednesday, 21 February 2024

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum	3
4	Items not on the Agenda	3
5	Reports for Decision	3
5.1	Health and Safety Quarterly Report and Health & Safety Policy	3
6	Reports for Information	4
6.1	Minutes of the Previous Meeting held on 15 November 2023	4
6.2	Destination Wairarapa Quarterly Report (1 October 2023 to 31 December 2023).....	4
6.3	Service Provision Report: Aratoi Regional Trust and Nuku Ora	5
6.4	Non-Financial Report Quarter 2 2023-2024	5
6.5	Key Policies Monitored by the Audit and Risk Committee	6
6.6	2024-34 Long-Term Plan Update	6
6.7	Audit Report for the Year Ended 30 June 2023	7
6.8	Six Months to Date Financial Report 2023/2024	7
6.9	Better Off Funding Update	7
7	Public Excluded	8
7.1	Minutes of the Audit and Risk Committee Meeting held with the public excluded on 15 November 2023	8
7.2	Wairarapa Recovery Risk Report	9
7.3	ELT Risk Discussion	9

**MINUTES OF MASTERTON DISTRICT COUNCIL
AUDIT AND RISK COMMITTEE MEETING
HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON
ON WEDNESDAY, 21 FEBRUARY 2024 AT 1:00 PM**

PRESENT: Philip Jones (Chair), Mayor Gary Caffell, Councillors B Johnson, C Bowyer, B Goodwin, D Holmes, S Lennox, T Nelson and M Tuuta and Iwi Representative Jo Hayes

IN ATTENDANCE: Chief Executive, General Manager Finance, General Manager Community, General Manager Corporate, Interim General Manager Infrastructure and Assets, Pou Ahurea Māori, Strategy and Policy Manager, Health and Safety Advisor, Building Control Services Manager Economic Development Advisor, Policy Advisor and Governance Team Leader.

1 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2 APOLOGIES

COMMITTEE RESOLUTION 2024/1

Moved by Councillor C Bowyer
Seconded by Councillor D Holmes

That apologies from Councillor Tom Hullena for non-attendance and from Councillor Johnson for lateness, be received and accepted.

CARRIED

3 PUBLIC FORUM

There was no public forum

4 ITEMS NOT ON THE AGENDA

There were no late items.

Items 6.2 and 6.3 were taken first due to the attendance of the General Manager Destination Wairarapa and the Director Aratoi.

Item 6.3 was deferred to 2.00pm when Nuku ora were available to available to present

Item 6.7 was taken before Item 6.6 due to the attendance of Council's Auditor on Teams

5 REPORTS FOR DECISION

5.1 HEALTH AND SAFETY QUARTERLY REPORT AND HEALTH & SAFETY POLICY

Under the Health and Safety at Work Act 2015, all elected members are deemed 'officers' and

must exercise a duty of due diligence in relation to health and safety. The quarterly report provides information to assist elected members to carry out that role. The report also asked Council to endorse the updated Masterton District Council Workplace Health and Safety and Staff Wellbeing Policy and was presented by the General Manager Corporate and the Health and Safety Advisor.

In relation to the next quarterly report on contractor management, the Chair asked for a summary of the number of visits done and the number of compliant and non-compliant contractors.

COMMITTEE RESOLUTION 2024/2

Moved by Councillor S Lennox
Seconded by Councillor C Bowyer

That the Audit and Risk Committee

1. notes the content and receives the Health and Safety Report for the quarter: (1 Oct 2023 to 31 December 2023).
2. notes a review of the Health and Safety Policy has been completed and the revised Policy was approved by the Strategic Leadership Team on 26 October 2023; and
3. recommends that Council endorses the updated MDC (Masterton District Council) Workplace Health and Safety and Staff Wellbeing Policy included as Attachment 1.

CARRIED

6 REPORTS FOR INFORMATION

6.1 MINUTES OF THE PREVIOUS MEETING HELD ON 15 NOVEMBER 2023

For the Audit and Risk Committee to receive the minutes of the previous meeting held 15 November 2023.

COMMITTEE RESOLUTION 2024/3

Moved by Councillor D Holmes
Seconded by Councillor C Bowyer

That the Audit and Risk Committee receives the minutes of the previous meeting held 15 November 2023.

CARRIED

6.2 DESTINATION WAIRARAPA QUARTERLY REPORT (1 OCTOBER 2023 TO 31 DECEMBER 2023)

The report providing the Audit and Risk Committee with the second quarter (1 October 2023 – 31 December 2023) progress report on key deliverables for Destination Wairarapa was presented by the General Manager, Destination Wairarapa who noted that the report related to the last quarter and that she was expecting the next quarter to be more positive as there was a lot on, although people were more conscious of their spending at the moment.

(Councillor Johnson joined the meeting at 1.06pm)

The deliverable to increase the number of visitors which had not been not achieved was discussed and a request made for an overview of the last couple of years of the data where the peaks and lows were and why. The General Manager advised that she would report back.

COMMITTEE RESOLUTION 2024/4

Moved by Councillor M Tuuta

Seconded by Councillor S Lennox

That the Audit and Risk Committee receives the second quarter report (1 October 2023 – 31 December 2023) from Destination Wairarapa.

CARRIED

6.3 SERVICE PROVISION REPORT: ARATOI REGIONAL TRUST AND NUKU ORA

The report providing the Audit and Risk Committee with the quarterly report against key result indicators for Aratoi Regional Trust, and the six-month key initiatives for Nuku Ora was introduced by the General Manager Community.

The Director, Aratoi was in attendance to present the report.

The agenda item was held over until 2.00pm, when Nuku Ora were available to present.

The meeting adjourned at 1.55pm and reconvened at 2.00pm.

All members were present when the meeting reconvened.

Nuku Ora presented their report.

Michelle Hayward, General Manager Partnerships, presented the Nuku Ora report. She was accompanied by Andrea Jackson, Programme Advisor – Wairarapa, Antonia Thompson, Neighbourhood Manager Wairarapa, Lily Joiner – Partnership Advisor Spaces and Places, and Marcus Sherwood – General Manager Delivery

A request was made for Nuku Ora to provide reporting that was more specific to Masterton.

COMMITTEE RESOLUTION 2024/5

Moved by Councillor C Bowyer

Seconded by Councillor B Goodwin

That the Audit and Risk Committee receives the Service Provision Report Aratoi Regional Trust and Nuku Ora, covering the summary of key result indicators for the quarter 1 July – 31 December 2023 and key initiatives for the six months 1 July – 31 December 2023.

CARRIED

6.4 NON-FINANCIAL REPORT QUARTER 2 2023-2024

The report advising the Audit and Risk Committee of performance against non-financial measures year to date, for the the period from 1 July 2023 to 31 December 2023 was presented by the Strategic Planning Manager.

In relation to swimming pool inspections, a request was made for property owners to be advised when an inspection was going to take place and what the cost would be.

COMMITTEE RESOLUTION 2024/6

Moved by Councillor D Holmes
Seconded by Councillor B Johnson

That the Audit and Risk Committee receives the Quarter 2 non-financial performance report for the 2023/24 financial year.

CARRIED

6.5 KEY POLICIES MONITORED BY THE AUDIT AND RISK COMMITTEE

The report providing an update on policies monitored by the Audit and Risk Committee was presented by the Policy Advisor.

It was noted that the Fraud Dishonesty and Corruption Control Policy and the Sensitive Expenditure Policy would come to the May Audit and Risk Committee meeting.

COMMITTEE RESOLUTION 2024/7

Moved by Philip Jones
Seconded by Councillor S Lennox

That the Audit and Risk Committee:

1. **notes** that the following policies are monitored by the Audit and Risk Committee:
 - Asset Management Policy
 - Fraud, Dishonesty and Corruption Control Policy
 - Workplace Health and Safety and Staff Wellbeing Policy
 - Procurement Policy
 - Revenue and Financing Policy
 - Risk Management Policy
 - Significance and Engagement Policy
 - Sensitive Expenditure Policy, and
 - Treasury Management Policy.
2. **notes** the status update for each of these policies in this Report.

CARRIED

6.6 2024-34 LONG-TERM PLAN UPDATE

The report providing the Audit and Risk Committee with an update on progress with the development of the 2024-34 Long Term Plan was presented by the Strategic Planning Manager.

COMMITTEE RESOLUTION 2024/8

Moved by Councillor B Goodwin
Seconded by Councillor S Lennox

That the Audit and Risk Committee

1. Receives the 2024-34 Long-Term Plan update report.
2. Notes the risks identified in this report.

CARRIED

6.7 AUDIT REPORT FOR THE YEAR ENDED 30 JUNE 2023

The report providing the Committee with the auditor's report on the recently completed audit of the Annual Report for the year ended 30 June 2023 was presented by the General Manager Finance.

Council's Auditor was in attendance via Teams to answer any questions.

COMMITTEE RESOLUTION 2024/9

Moved by Councillor B Johnson
Seconded by Councillor M Tuuta

That the Audit and Risk Committee **receives** the Auditor's Report to the Council on the audit of Masterton District Council for the year ended 30 June 2023.

CARRIED

6.8 SIX MONTHS TO DATE FINANCIAL REPORT 2023/2024

The report providing the Audit & Risk Committee with financial reporting for the six months to 31 December 2023 was presented by the General Manager Finance.

COMMITTEE RESOLUTION 2024/10

Moved by Councillor D Holmes
Seconded by Councillor B Johnson

That the Audit and Risk Committee receives the 6 months to date financial report and commentary.

CARRIED

6.9 BETTER OFF FUNDING UPDATE

The report providing Council with an update on progress with Better Off Funding projects was presented by the Strategic Planning Manager.

COMMITTEE RESOLUTION 2024/11

Moved by Councillor M Tuuta
Seconded by Councillor C Bowyer

That Council receives the Better Off Funding Update report.

CARRIED

7 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2024/12

Moved by Councillor D Holmes

Seconded by Councillor B Johnson

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<p>7.1 - Minutes of the Audit and Risk Committee Meeting held with the public excluded on 15 November 2023</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	<p>interest</p> <p>s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public</p> <p>s7(2)(e) - the withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	
7.2 - Wairarapa Recovery Risk Report	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
7.3 - ELT Risk Discussion	<p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7



AUDIT AND RISK COMMITTEE MEETING MINUTES
21 FEBRUARY 2024

	otherwise to damage the public interest	
--	---	--

CARRIED

The Meeting moved into public excluded at 3.00pm

The Meeting moved out of public excluded at 4.02pm

The Meeting closed at 4.02pm

The minutes of this meeting were confirmed at the Council meeting held on 3 April 2024.

.....
MAYOR

7.4 CONFIRMATION OF COMMITTEE MINUTES - INFRASTRUCTURE AND SERVICES 6 MARCH 2024

File Number:

Author: Harriet Kennedy, Governance Team Leader

Authoriser: Kym Fell, Chief Executive

Members: Councillor David Holmes (Chair), Mayor Gary Caffell, Councillor Craig Bowyer, Councillor Brent Goodwin, Councillor Bex Johnson, Councillor Tom Hullena, Councillor Stella Lennox, Councillor Tim Nelson, Councillor Marama Tuuta and iwi representative Jo Hayes

THE COMMITTEE RECOMMENDS

That Council confirms the report of the Infrastructure and Services Committee meeting held on 6 March 2024 including the following resolutions:

- Assets and Operations Infrastructure and Services Update
That the Infrastructure and Services Committee receives the update from Assets and Operations on key infrastructure projects and areas of project focus.
- Community Facilities and Activities Infrastructure and Services Update
That the Infrastructure and Services Committee receives the update from the Community Facilities and Activities team on key projects and a summary of progress since the last report.
- Regulatory Services Infrastructure and Services Update
That the Infrastructure and Services Committee receives the update from the Building Control Services, Consents and Planning and Environmental Services teams.

ATTACHMENTS

1. Minutes of the Infrastructure and Services Committee meeting held 6 March 2024  



MINUTES

Infrastructure and Services Committee Meeting Wednesday, 6 March 2024

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum	3
4	Items not on the Agenda	3
5	Reports for Information	3
5.1	Assets and Operations Infrastructure and Services Update	3
5.2	Community Facilities and Activities Infrastructure and Services Update	4
5.3	Regulatory Services Infrastructure and Services Update	5

MINUTES OF MASTERTON DISTRICT COUNCIL
INFRASTRUCTURE AND SERVICES COMMITTEE MEETING
HELD AT THE WAIATA HOUSE, LINCOLN ROAD, MASTERTON
ON WEDNESDAY, 6 MARCH 2024 AT 3:00 PM

PRESENT: David Holmes (Chair), Councillors C Bowyer, B Goodwin, T Hullena, S Lennox and T Nelson And Mayor Gary Caffell And Iwi Representative Jo Hayes.

IN ATTENDANCE: Chief Executive, General Manager – Community, General Manager – Infrastructure and Assets, General Manager – Strategy and Development, General Manager – Finance, Chief Advisor, Pou Ahurea Māori, Project Delivery and Assets Manager, Roading Services Manager, Building Control Services Manager, Environmental Services Manager, Technology Services Manager, Building Services Officer, Project Manager, Community Development Team Leader and Governance Advisor.

1 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2 APOLOGIES

COMMITTEE RESOLUTION 2024/5

Moved by Mayor G Caffell
Seconded by Councillor S Lennox

That the apologies received from Councillors B Johnson and M Tuuta be accepted.

CARRIED

3 PUBLIC FORUM

There was no public forum.

4 ITEMS NOT ON THE AGENDA

There were no late items.

5 REPORTS FOR INFORMATION

5.1 ASSETS AND OPERATIONS INFRASTRUCTURE AND SERVICES UPDATE

The report providing the Infrastructure and Services Committee with an update from Assets and Operations on key infrastructure projects and areas of project focus was taken as read.

The Project Delivery and Assets Manager noted that this was his last report, with the General Manager – Infrastructure and Assets starting at Council.

Matters discussed included:

- Cockburn Street independent review – a meeting will be held on 8 March with GHD. If a problem arises with future properties they will be assessed to see what can be done.
- Water meters – a meeting with the contractors and Council staff will be held on 8 March to discuss progress and what is needed to meet the timeframes. Council supplies a water meter to the supply on the boundary. If multiple properties share the one supply they will need an agreement to share costs. Council is developing a policy around that, which will come to Council.
- It is anticipated that the work on the animal shelter will be complete by the end of the year.
- Cyclone Hale funding was approved and work is tracking to budget.
- Cyclone Gabrielle funding has now been approved.
- If the Library extension doesn't go ahead, and a pre-fab unit is moved to become the youth hub, it won't interrupt the Fab Lab as it won't be the Make a Space unit that is moved.
- The Archive lease is being redrafted, with 2 further 3 year extensions to the lease being added.
- The treated water storage tank in Lansdowne will increase the volume of storage in the area, but will not improve the water pressure over the wider area. There have been discussions about increasing the size of the Upper Plain tank.
- The Project Delivery and Assets Manager was thanked for the work he undertook as Interim General Manager - Assets and Infrastructure.

COMMITTEE RESOLUTION 2024/6

Moved by Councillor C Bowyer

Seconded by Councillor S Lennox

That the Infrastructure and Services Committee receives the update from Assets and Operations on key infrastructure projects and areas of project focus.

CARRIED

5.2 COMMUNITY FACILITIES AND ACTIVITIES INFRASTRUCTURE AND SERVICES UPDATE

The report providing the Infrastructure and Services Committee with an update from Community Facilities and Activities on key projects and summary of progress since the last report, including highlights and any new issues was taken as read.

Matters discussed included:

- Youth Hub – \$30,000 funding from Trust House has been confirmed. Officers will now be working with members of the community, bringing them back together to confirm conversations and pricing before Christmas, then look to take the project forward.
- Coronation Hall leasing to a preferred business – a meeting is to be held to progress further discussions.
- Council is looking at improvements at Mawley Park and are continuing to work to get the best return from the park. A Section 17A review will be undertaken in the future.

COMMITTEE RESOLUTION 2024/7

Moved by Councillor T Hullena

Seconded by Mayor G Caffell

That the Infrastructure and Services Committee receives the update from the Community Facilities

Page 4

and Activities team on key projects and a summary of progress since the last report.

CARRIED

5.3 REGULATORY SERVICES INFRASTRUCTURE AND SERVICES UPDATE

The report providing the Infrastructure and Services Committee with an update from the Building Control team, the Consents and Planning team and the Environmental Services team was taken as read.

Matters discussed included:

- All building consents are followed up at the 12 month mark, and Officers work with people to extend the consent if required.

COMMITTEE RESOLUTION 2024/8

Moved by Councillor S Lennox
Seconded by Councillor T Nelson

That the Infrastructure and Services Committee receives the update from the Building Control Services, Consents and Planning and Environmental Services teams.

CARRIED

The Meeting closed at 3.26pm.

The minutes of this meeting were confirmed at the Council meeting held on 3 April 2024.

.....
CHAIRPERSON

7.5 ADOPTION OF KEY POLICIES ASSOCIATED WITH THE 2024-2034 LONG-TERM PLAN

File Number:

Author: David Paris, General Manager Finance
Karen Yates, General Manager Strategy and Development

Authoriser: Kym Fell, Chief Executive

PURPOSE

This report seeks Council adoption of key financial policies as supporting information to the 2024-34 Long-Term Plan. It also seeks Council adoption of a draft Rates Remission and Postponement on Māori Freehold Land Policy (Attachment 6) and Statement of Proposal (Attachment 7) for consultation with the community.

RECOMMENDATIONS

That Council:

1. **adopts** the following policies:
 - (a) Revenue and Financing Policy and s101(3) Analysis (Attachments 1 and 2)
 - (b) Development and Financial Contributions Policy (Attachment 3)
 - (c) Rates Remission Policy (Attachment 4)
 - (d) Rates Postponement Policy (Attachment 5).
2. **adopts** the draft Rates Remission and Postponement on Māori Freehold Land Policy (Attachment 6) and Statement of Proposal (Attachment 7) for consultation alongside the 2024-34 Long Term Plan from 5 April to 5 May 2024.

CONTEXT

Council must adopt key funding and financial policies under s102 of the Local Government Act 2002 (LGA). These include:

- revenue and financing policy
- liability and management policy
- investment policy
- development or financial contributions policy; and
- remission and postponement of rates on Māori freehold land policy.

Councils are also empowered to adopt a rates remission policy and rates postponement policy.

This report seeks Council's adoption of these policies, which will act as supporting information to the 2024-34 Long-Term Plan (LTP).

Council's Treasury Management Policy (incorporating the liability and management, and investment policies) was adopted by Council on 28 June 2023 following a recommendation from

the Audit and Risk Committee meeting held on 24 May 2023. This policy also forms part of the LTP supporting information.

With the exception of the Treasury Management Policy, Council must review these policies using a consultation process that meets the requirements of s82 of the LGA.

ANALYSIS AND ADVICE

Revenue and Financing Policy

The Revenue and Financing Policy provides details on how Council funds operational and capital expenditure. This policy contributes to providing predictability and certainty about sources and levels of funding. Sources of funding include rates, fees and charges, borrowing and external funding sources such as Waka Kotahi subsidies.

The Revenue and Financing Policy sets out the:

- funding tools available to us e.g. rates or user fees and charges;
- factors we consider when deciding which tool to use; and
- decisions we have made on how to fund each of our activities.

This includes outlining which sectors of our community contribute to paying for the various activities and services that Council provides, with a view to achieving the fairest funding mix for the community as a whole.

The Revenue and Financing Policy review has been undertaken in alignment with the two-step process required by the LGA as outlined below.

Review process

The first step, in accordance with s101(3)(a) of the LGA, is to consider each of the following in relation to each of the Council's activities:

1. the community outcomes to which the activity primarily contributes;
2. the distribution of benefits between the community as a whole, any identifiable part of the community, and individuals;
3. the period in or over which those benefits are expected to occur;
4. the extent to which the actions or inaction of particular individuals, or a group contribute to the need to undertake the activity; and
5. the costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.

The second step, in accordance with s101(3)(b) of the LGA, requires the Council to consider the overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental, and cultural wellbeing of the community.

Attachment 2 provides a record of how the requirements of s101(3) were met.

Consultation on proposed changes to the Revenue and Financing Policy took place from 20 October to 20 November 2023 and a hearing was held on 29 November 2023. The consultation process met the requirements of s82 of the LGA.

At the deliberations meeting on 13 December 2023, Council resolved to confirm the following changes to the Revenue and Financing Policy:

- i. maximise user fees wherever feasible and appropriate;
- ii. change the funding split for animal control services from 85 per cent user / 15 per cent community to 70 per cent user / 30 per cent community;
- iii. change the allocation basis for community development activities from Capital Value to a Targeted Uniform Charge;
- iv. change the funding split of the subsidised roading programme from 31 per cent urban / 69 per cent rural to 30 per cent urban / 70 per cent rural;
- v. change the allocation basis for urban water supply and wastewater from 25 percent Targeted Uniform Charge / 75 per cent Capital Value to 30 per cent Targeted Uniform Charge / 70 per cent Capital Value.
- vi. change the urban/rural allocations that are based on the population split from 77.5 per cent urban / 22.5 per cent rural to 79 per cent urban / 21 per cent rural.
- vii. that the storm damage road repair funding split be 70 per cent rural / 30 per cent urban to align with the subsidised roading funding split.

A revised policy incorporating the above amendments is provided as Attachment 1. The Policy also includes a summary of the impact of the policy and rating valuation changes (refer Schedule 5 of the Policy).

Other considerations as part of the review included retaining the 2.0 differential for non-residential urban properties and the current rating structure for high value urban residential properties. The Consultation Document also signalled that Council is investigating concerns regarding the impact of logging trucks on rural roads and whether it is appropriate to address this through the rating system. This work has been programmed for Year 1 of the LTP (2024/25).

Development and Financial Contributions Policy

The Development and Financial Contributions Policy defines the circumstances where the Council will charge developers and subdividers financial contributions, via the Wairarapa Combined District Plan.

The financial contributions provisions in that Plan have been reviewed as part of the review of the whole document. The review found that the current contributions are no longer sufficient to meet the costs of growth and development in the district. Changes are therefore proposed to the way contributions are calculated. Revised wording has also been proposed to provide clarity and increased certainty.

Due to the uncertainty of the timing and extent of the changes proposed for Financial Contributions provisions in the proposed Wairarapa Combined District Plan, both current and proposed provisions are included in the policy with the changes highlighted. These key changes are summarised below.

Financial Contributions under the proposed WCDP (key changes from operative WCDP)

- Reserve Contributions:
 - Land Use activities 1% of the value of each residential unit (up from 0.25% under the operative WCDP)
- Transport Contributions:

- Urban 3% of Land Value of each new lot (up from 2% under the operative WCDP)
- In the rural zone, a maximum of \$20,000 plus GST applies per new lot for the Roading and Reserves contribution combined (up from \$7,500 plus GST under the operative WCDP). This would be subject to an annual review using the BERL Local Government Cost Index.

New Land Use activities transport contribution to be 1% of the value of each additional residential unit or value of residential unit equivalent for non-residential activities.

- **Infrastructure Contributions**

- Infrastructure contributions to urban services network to be calculated on a Buy-In approach, with the contribution to be reviewed as part of each LTP and Annual Plan. For 2024/25, after adoption of the Proposed WCDP, the urban network infrastructure contribution amount is \$14,255 (plus GST) per residential unit equivalent. This is after applying a discount factor of 35%. There is also a discount regime applied to smaller units.
- Under the operative WCDP, infrastructure contributions for connections to urban infrastructure services are \$5,000 (plus GST) per lot/residential equivalent unit, made up of \$2,000 for new water supply connections and \$3,000 for new sewerage connections

The changes to financial contributions that relate to the proposed WCDP would be applicable from the date the Proposed WCDP becomes operative. Should there be changes to the contributions during the finalisation of the WCDP, the policy would be reviewed again once the WCDP review is complete.

The financial contributions that relate to the proposed WCDP have been consulted on as part of the WCDP review. This included a formal 9-week submission period in November/December 2023 which meets the s82 LGA consultation requirements. Further consultation on the proposed policy amendments is therefore not assessed as being required. The policy will however be available to the community as supporting information to the 2024-34 LTP.

Rates Remission and Postponement Policies

General Rates Remission and Rates Postponement Policies

The Council's Rates Remission and Rates Postponement Policies state the circumstances where Council will consider a rates reduction or postponement. Council is not proposing any changes to these two policies as communicated to the community in the Revenue and Financing Policy Review Consultation Document. The policies are provided in Attachments 4 and 5 and reflect the content of the policies adopted in 2021.

Rates Remission and Postponement on Māori Freehold Land

The Rates Remission and Postponement on Māori Freehold Land Policy sets out the criteria under which Masterton District Council will consider applications for remissions and postponements on Māori Freehold Land in the district. A review of the policy has been undertaken to ensure it aligns with rating changes made by the Local Government (Rating of Whenua Māori) Amendment Act 2021.

Among other things, the Amendment Act:

expanded the purpose of the Local Government (Rating) Act 2002 to facilitate the administration of rates in a manner that supports the principles set out in the Preamble to Te Ture Whenua Māori Act 1993;

- required Council's policy to support the Preamble principles; and
- enabled Māori landowners to apply to Council for a rates remission while their land is under development, if it meets certain criteria.

Other changes to the rating of Māori Freehold Land included making most unused Māori freehold land non-rateable, the ability for Council to write off unpaid rates, and enabling Māori landowners to apply to Council for a change in the way their property is treated for rating purposes in certain circumstances. Further information is available on the Te Puni Kōkiri website:

www.tpk.govt.nz/en/nga-putea-me-nga-ratonga/whenua-maori/proposed-changes-to-the-rating-of-maori-land.

Amendments are proposed to the Policy to:
support the Preamble of Te Ture Whenua Māori Act 1993;

- state Māori Land under development will be considered for a remission in line with the new statutory process;

require the Council to advise landowners of any intention to cancel or reduce rates relief and taking any feedback received from landowners into account before making a final decision; and

- improve the flow and readability.

A draft policy and Statement of Proposal are provided as Attachments 6 and 7.

Community Consultation

Community consultation on the Rates Remission and Postponement on Māori Freehold Land Policy will take place alongside consultation on the 2024-34 LTP. The consultation period will run from Friday 5 April to Monday 6 May 2024.

A Consultation Document, submission form, and copies of the current and proposed Rates Remission and Postponement on Māori Freehold Land Policy will be available throughout the consultation period.

The consultation approach includes:

- direct engagement with Iwi guided by our Pou Ahurea Māori, including the offer of attending hui;
- targeted social media, with some traditional media as part of the 2024-34 LTP consultation; and
- Council promoted consultation via a press release, social media, the Council website and displays at the Masterton District Library and Customer Service Centre at 161 Queen Street.

Council Hearings and Deliberations will occur alongside the 2024-34 LTP on 22/23 May 2024 and 5 June 2024 ahead of Council adopting a policy to take effect from 1 July 2024.

OPTIONS CONSIDERED

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

Table 1: Adopt financial policies as supporting information to the 2024-34 LTP

Option	Advantages	Disadvantages
<p>1. Adopt the financial policies as supporting information to the 2024-34 LTP</p>	<ul style="list-style-type: none"> – Reflects the outcome of the review undertaken by Council which aimed to achieve fair and equitable funding for services provided by Council. – Aligns the Development and Financial Contributions Policy with the proposed WCDP and ensures contributions are sufficient to meet growth. – Enables the community to understand the key financial policies that have informed the development of the 2024-34 LTP. 	<ul style="list-style-type: none"> – Some members of the community may not support the decisions made as part of reviewing the policies.
<p>2. Do not adopt the financial policies as supporting information to the 2024-34 LTP</p>	<ul style="list-style-type: none"> – No advantages identified. 	<ul style="list-style-type: none"> – Impact on reputation as there would be no policy change despite Council consulting on changes and making decisions as part of deliberations. – Financial contributions would not align with proposed WCDP or be sufficient to meet growth. – Community would not have oversight of key financial policies that have informed the development of the 2024-34 LTP

Table 2: Adopt draft Rates Remission and Postponement on Māori Freehold Land Policy and Consultation Document

Option	Advantages	Disadvantages
<p>1. Adopt a draft Rates Remission and Postponement on</p>	<ul style="list-style-type: none"> – Would enable community consultation to commence and Council to adopt a policy 	<ul style="list-style-type: none"> – No disadvantages identified

Option	Advantages	Disadvantages
1. Māori Freehold Land and Consultation Document	to take effect from 1 July 2024 – Policy would be updated to meet legislative requirements	
2. Adopt the draft Rates Remission and Postponement on Māori Freehold Land and Consultation Document with changes	– Advantages would depend on extent of changes	– Disadvantages would depend on extent of changes.
3. Do not adopt the Rates Remission and Postponement on Māori Freehold Land and Consultation Document	– No advantages have been identified	– Policy will not align with legislative requirements – Council may not have time to finalise the policy in time for the adoption of the 2024-34 Long-Term Plan to take effect from 1 July 2024.

RECOMMENDED OPTION

Option 1 is recommended for both options. This will enable key financial policies to be made available as supporting information to the 2023-34 LTP. The community will have oversight of Council’s financial policies which have informed the development of the LTP.

It will also enable Council to commence consultation on the proposed changes to the Rates Remission and Postponement of Māori Freehold Land Policy with sufficient time to finalise the policy with the 2024-34 Long-Term Plan. The proposed policy meets legislative requirements.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The financial policies have been prepared and reviewed to comply with sections 100 to 103, 106 and 108 to 110 of the LGA. Section 82 of the LGA applies to the consultation process.

Significance, Engagement and Consultation

As noted above, Section 82 of the LGA applies to the consultation process. The consultation process aligns with the Special Consultative Procedure as prescribed in Section 83 of the LGA. This meets the requirements of Section 82 and includes preparing and adopting a consultation document, making information available and providing an opportunity for people to present their views.

The proposed consultation approach for the Rates Remission and Postponement on Māori Freehold Land Policy is outlined earlier in the report.

Financial Considerations

The Revenue and Financial Policy outlines how Council will fund its activities and services; and which sectors of our community will contribute and how. Overall, the combined effect of the changes to this policy is a shift towards more user pays (where it is feasible to increase fees and charges); a reduction in rates contributed by rural, commercial and higher value properties and an increase in rates contributed by lower to medium value properties. These policy outcomes are before taking account of rating valuation changes. The 2024-34 LTP consultation documentation incorporates modelling of the impacts on property rates of three separate things: the adopted policy changes, the new valuations and the proposed Council net expenditure budgets.

The proposed changes to the Development and Financial Contributions Policy under the proposed WCDP will ensure financial contributions are sufficient to meet the costs of growth and development in the district not currently met by the operative WCDP.

The financial impact on the proposed changes to the Rates Remission and Postponement and Māori Freehold Land Policy would be a potential increase in applications received for remissions for land under development. In 2023/24 there were a total of 95 rateable Māori Freehold Land properties contributing around \$150,000 in rates. We expect uptake among this pool of properties to be relatively small.

Implications for Māori

Council's Revenue and Financing, Development and Financial Contributions and Rates Remission and Postponement policies must support the principles set in the Preamble to the Te Ture Whenua Māori Act.

Council supports these principles in the Revenue and Financing Policy through considering how the status of Māori freehold land affects the LGA s 101(3) funding principles.

Changes are proposed to the Rates and Remission and Postponement on Māori Freehold Land Policy to ensure it supports the Preamble and other legislative changes made through the Local Government (Rating of Whenua Māori) Amendment Act) 2021.

Communications/Engagement Plan

The consultation approach is outlined in the body of this report.

Environmental/Climate Change Impact and Considerations

There are no specific environmental/climate change implications associated with the decisions in this report.

NEXT STEPS

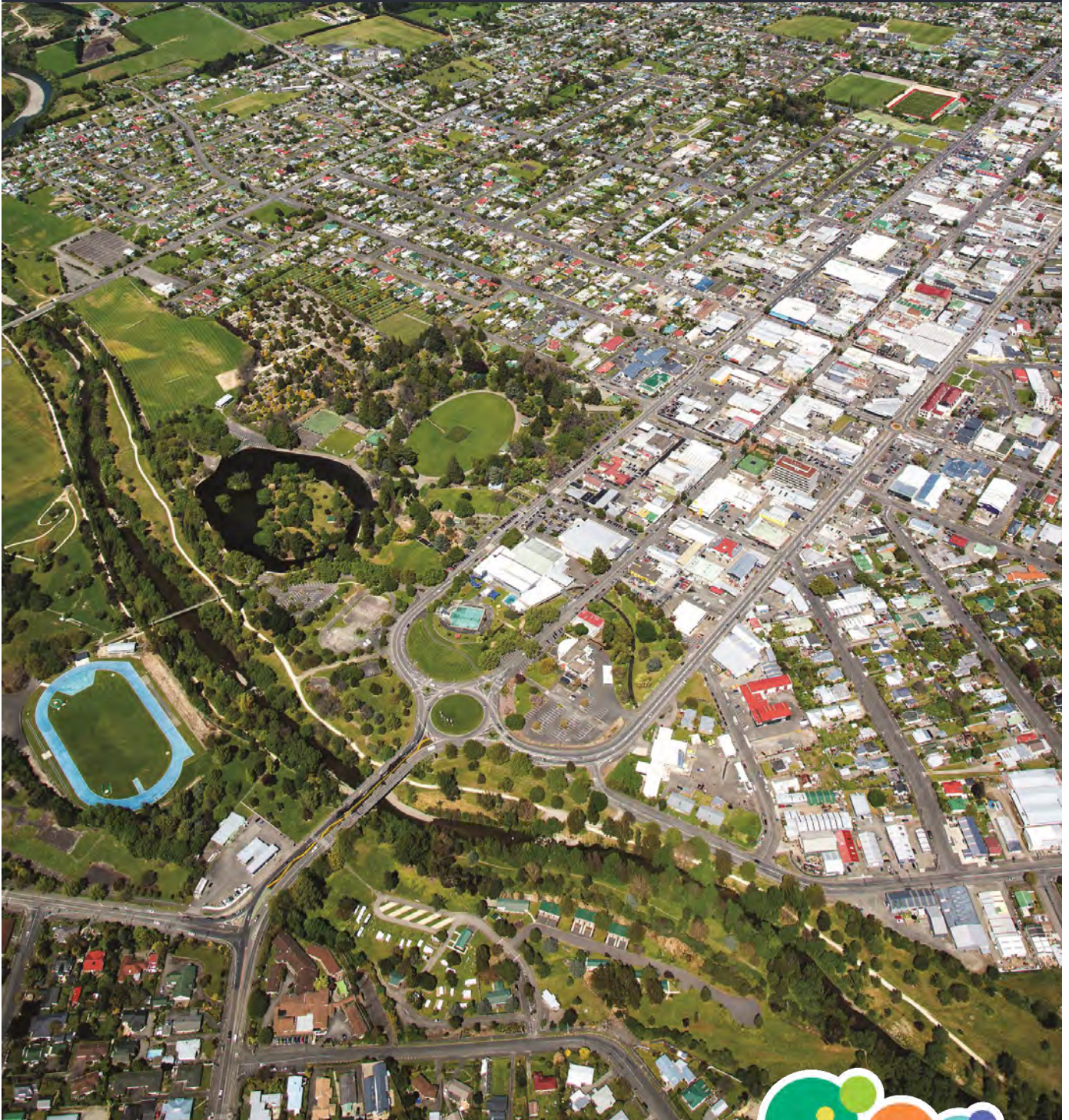
The policies will be made publicly available as supporting information to the 2024-34 LTP. Consultation on the Rates Remission and Postponement on Māori Freehold Land will progress as outlined. If adopted, the policies will take effect from 1 July 2024.

ATTACHMENTS

1. **Revenue and Financing Policy** [↓](#) 
2. **Section 101(3) Analysis - Consideration of Appropriate Funding Sources** [↓](#) 
3. **Development and Financial Contributions Policy** [↓](#) 

4. Rates Remission Policy [↓](#) 
5. Rates Postponement Policy [↓](#) 
6. Draft Rates Remission and Postponement on Maori Freehold Land Policy [↓](#) 
7. Rates Remission and Postponement on Maori Freehold Land Policy and Consultation Document [↓](#) 

REVENUE AND FINANCING POLICY



INSERT APPROVED DATE HERE



Contents

Purpose 4

Scope..... 4

Principles 4

 First Step Considerations..... 4

 Second Step Considerations 4

Policy Statement..... 5

 External Revenue 5

 User Pays 5

 Rating Policy 6

 Urban/Rural Allocation Basis 6

 Targeted Rates, Uniform and Services Charges..... 8

 Urban Differential – Non-Residential 9

 Rating Valuations 9

 Funding of Capital Expenditure 9

Review of Policy..... 9

Related Documents..... 10

References 10

Version Control 10

Schedules..... 10

Schedule 1 – Masterton District Council Activity Funding Allocations 11

Definitions..... 11

Schedules 2 & 3 – Sub-Activity Funding Analysis and 2024/25 Allocation Table.... 14

Schedule 4 – Rating Base 17

Schedule 5 – Summary of changes from the 2023/24 Revenue and Financing Policy Review 18

 Rating Policy Changes 19

 Overall impact of policy changes 20

 Overall impacts incorporating the 2024/25 budget, new valuations and policy changes 21

POLICY NUMBER: MDC003	
First Adopted	The policy was first adopted (as the Funding Policy) following public consultation in 1997. It has been reviewed, refined and revised by the Council every three years since then (apart from in 2021).
Latest Version	March 2024
Adopted by:	
Review Date	March 2027

Purpose

This policy outlines the revenue sources used to fund the range of services the Council provides. It also sets out the factors that Council must consider when determining its funding sources in accordance with section 101(3) of the Local Government Act 2002.

This policy has been developed pursuant to the requirements of sections 101, 102 and 103 of the Local Government Act 2002.

Scope

This policy covers sources of funding for the operating and capital expenditure of Masterton District Council. The funding sources include, but are not limited to, external revenue, including NZ Transport Agency Waka Kotahi roading subsidies, user fees and charges, financial contributions and local authority rating.

The policy outlines where the revenue will come from to pay for services but does not determine the costs of providing each service. Council budgets for the costs of the services it provides in the Long Term and Annual Plans.

Principles

In making this policy, the Council must consider the funding of each of its sub-activities in the context of the requirements of sections 101(3) of the Local Government Act 2020. The requirements are a two-step process, as outlined below.

First Step Considerations

The first step requires consideration of the following principles at each activity level:

- the community outcomes to which the activity primarily contributes;
- the distribution of benefits between the community as a whole and individuals or groups (user pays principle);
- the period of time in which benefits are expected to occur (intergenerational equity principle);
- the extent to which the actions or inactions of particular individuals or a group contribute to the need to undertake the activity (exacerbator pays principle);
- and the costs and benefits of funding the activity distinctly.

Second Step Considerations

A second step is then applied. This involves the Council considering the overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental, and cultural wellbeing of the community.

The Council completes this step by considering the effects of applying the theoretical funding principles of step one, with the ability to modify for reasons of fairness, legality and practicality. The process seeks to match the costs of a service with the beneficiaries of a service, then modifies the allocation where appropriate, choosing the most appropriate funding mechanism based on Council's analysis. Where services can be identified as having a direct benefit to individual users and there is the ability to recover all or some of the costs, user charges have been set to recover the value of that benefit.

A summary of Council's section 101(3) analysis is available as supporting information to the 2024-34 Long Term Plan.

Policy Statement

External Revenue

Wherever feasible and appropriate, the Council seeks to recover costs from users of a service via user charges. The Council also seeks to maximise its external revenue including from central Government funding such as NZ Transport Agency Waka Kotahi subsidies, local petrol tax and the waste levy. After external revenue, Council uses borrowing to fund specific capital projects and Council reserves/depreciation funding.

User Pays

Where the activity benefits an individual (or group of individuals) then user-pays is the initial funding source (i.e. requiring those individuals who receive a service, pay directly for all or some portion of the service). Council seeks to maximise the portion of the service paid for through user fees and charges wherever feasible and appropriate.

The following areas are the key sources of user charges and external revenue:

- Resource consent fees
- Building consent fees (including plumbing & drainage fees)
- Sports field charges and rents
- Property rents
- Mawley Holiday Park revenue
- Airport landing fees and leases
- Parking meter fees and fines
- Dog registration fees
- Refuse transfer station & composting user charges
- Waste levy
- Refuse collection recoveries (via bag sales)
- Hall hireage income
- Water & sewer connection recoveries
- Water meter charges (outside urban boundary)
- Trade waste charges
- Roading subsidies (from NZ Transport Agency Waka Kotahi)
- Local Petrol Tax
- Cost recovery charges (e.g. GWRC rates collection, CDC & SWDC shared services).

Rating Policy

After external revenue and user pays, the balance of the funding comes from the ability for Council under the Local Government (Rating) Act 2002 to charge property rates to recover the costs of services. This includes for the many Council services that have a wider community benefit where no equitable charge can be made based on usage.

The rating policy is based on the following principles:

- The rates required for each service are first allocated between urban and rural rating areas using a range of allocation bases;
- Targeted rates are set in the urban and rural areas. No 'General Rate' is applied across all properties in the district;
- For those costs that are charged across the whole district, an effective differential is achieved using the urban/rural allocations;
- Allocation bases include the current population split, the targeted area in which the service is available and (for subsidised roading) the locality of programmed expenditure.

Schedule 3 sets out the Rating Base used. It includes population (urban and rural), property and valuation figures of the Masterton district. These are key to the way the rates required are divided up amongst properties.

Urban/Rural Allocation Basis

As outlined above, the rates required for each service are first allocated between urban and rural areas. Schedule 1 summarises both the urban/rural split of the rating incidence and the rate types to fund each activity.

The allocation between urban and rural rating areas is set to 100 per cent / 0 per cent where the area of benefit for a service is confined to one rating area (either urban or rural). Examples of these services are water supplies, wastewater systems and recycling collection. Other services that benefit the whole district have been split between urban and rural areas based on either a population criterion, a valuation criterion or an estimate of where the benefit falls.

The allocation of rates between the two rating areas has been modified by the Council from that of a pure number of properties approach or a pure valuation-based approach. The relationships between the urban and rural areas are relevant where there is an overlap in the areas of benefit, or where the use of the service cannot be limited to specific areas. The Council's intention is to allocate costs based on reflecting usage of, or access to, Council services.

The Council has taken into account the following ratios:

Population based criterion: For services where the funding policy suggests the areas of benefit relate to significant levels of individual benefit but are not met by user charges or are services with the demands being relevant to people-based services, rather than property-based services, the population ratio has been selected as the most appropriate method of allocation between properties. The Council has taken into account the population ratio set out in Schedule 3.

Services allocated via population include:

- Regulatory services
- Emergency management/civil defence
- Archive, airport, forestry
- Waste minimisation
- Community development
- Economic development
- District building & other property
- Representation
- Cemeteries
- Public conveniences
- Refuse transfer station & recycling
- Parks & recreation
- Library
- Sports fields
- Arts & culture

Land Value – 44 : 56 (urban:rural) & Capital Value – 53 : 47 (urban:rural) While no district-wide services are allocated between the urban and rural rating areas on the basis of district wide land or capital value, the ratios are shown for comparison purposes.

Subsidised Roading – 30 : 70 (urban:rural) This reflects where the subsidised roading programme expenditure is expected to be spent in the coming three years, split between areas. This ratio may be subject to change outside of the LTP years, if roading expenditure varies from the LTP in any subsequent Annual Plan.

Solid Waste – 79 : 21 (urban:rural) Used for the allocation of the residual cost of solid waste management (after user pays income) - Nursery Road transfer station, recycling and composting. This allocation recognises that all residents have equal access to the solid waste services that are being funded by way of general rates, and that rural people will use and therefore benefit from the services at Nursery Road.

Solid Waste (rural) – 10 : 90 (urban:rural) For the allocation of rural waste management costs (rural transfer stations) recognising that rural ratepayers will be paying a share of Nursery Road operating costs, so urban carries a share of rural costs. A targeted rate on beach properties recovering a proportion of waste collection costs reduces the share carried by all other rural properties.

Rural Halls – 5 : 95 (urban:rural) For the allocation of the costs of rural halls and holding paddocks, recognising some 'district benefit' in the Council supplying these facilities.

Targeted Rates, Uniform and Services Charges

The Council has no 'General Rate.' Instead, the Council uses targeted rates and targeted uniform charges for urban and rural properties to fund the costs of services allocated to those areas. In addition, targeted services charges are used to charge properties connected or able to receive a specific service.

Table 1: Targeted Rates, Uniform and Service Charges		
	Urban	Rural
Targeted Rates (differentiated between urban/rural properties based on cost allocations)		
Targeted Land Value (roading) rate	✓	✓
Targeted Land Value water races rates		✓
Targeted Capital Value rates	✓	✓
Targeted Uniform Charges (differentiated between urban/rural properties based on cost allocations)		
Targeted Uniform Charge	✓	✓
Targeted Roading Charge	✓	✓
Other Targeted Services Charges		
Urban Water Supply Charge	✓	
Urban Wastewater System Charge	✓	
Recycling Collection Charge	✓	✓*
Wastewater Treatment Charge**		✓
Castlepoint Sewerage Charge		✓
Riversdale Beach Sewerage Charge (connected)		✓
Riversdale Beach Sewerage Charge (serviceable)		✓
Beach (Refuse & Recycling) Collections Charge		✓
Tinui Water Supply Charge		✓
Tinui Sewerage Charge		✓

* Charged in the rural periphery where the Council is prepared to offer the collection service.

** This charge will apply to those properties, particularly on the urban periphery, where septic tank overflow is piped into the urban sewer network. It is applied on a 'residential equivalents (RE)' basis where one RE equals 600 cubic metres of liquid effluent per day.

The general effect of the targeted charges is to reduce the component of either land or capital value rates on the higher value properties and raise the minimum level of rates for lower value properties. The Local Government (Rating) Act 2002 places a restriction of 30 per cent maximum of Uniform General Charges to total rates income. Although there are no Uniform Annual General Charges in Masterton's

rating policy, the targeted uniform and roading charges (levied in both rural and urban areas) can be considered equivalent.

Urban Differential – Non-Residential

The Council has determined that, in general, public services provide more benefits to the urban non-residential sector (i.e. commercial) than to residential. The effect of the high percentage of uniform and services charges is recognised as regressive - it reduces the impact on higher valued properties. A multiplier of 2.0 is then applied on each of the separate and targeted rates assessed on land and capital values.

Rating Valuations

The rating policy includes a large share the rates required being allocated based on property values (land value and capital value). The values are assessed by Quotable Value NZ Ltd and a revaluation process is completed every three years. The revaluation process is subject to audit by the Office of the Valuer General. The balance of the rates are allocated via targeted charges.

When a revaluation is completed, the Council applies the new values to its rating. This results in a greater share of rates being paid by those properties that have had valuation changes above the average change. There is often a large amount of variability in the valuations and it is difficult to generalise the outcome.

Funding of Capital Expenditure

The Council's policy with regard to the funding of capital expenditure is to:

- Fund roading network renewal expenditure from Waka Kotahi (NZTA) subsidies (currently 56% on subsidised work) and the balance from annual rates;
- There are exceptions to the above:
 - bridges – Council's share is from depreciation reserves
 - non-subsidised asset renewals (e.g. footbridges, street furniture) funded from depreciation reserves that are built up from annual rates
- Fund other replacement assets from depreciation reserve funds to the extent that those funds are available. Where depreciation reserves are insufficient, loan funding may be used
- Fund assets which increase levels of service by borrowing/loans
- Fund assets needed because of growth, from developers, either by the developer providing the infrastructure or by them making financial contributions at the outset of the development.

Review of Policy

This policy will be reviewed every three years as part of the Long-Term Plan process. A summary of changes from the last review is incorporated as Schedule 4.

Related Documents

Masterton District Council Long-Term and Annual Plans

Funding and Financial Policies

- Development and Contributions Policy
- Treasury Management Policy
- Rates Remission Policy
- Rates Postponement Policy
- Rates Remission and Postponement on Māori Freehold Land Policy

References

Local Government Act 2002

Local Government (Rating) Act 2002

Te Ture Whenua Māori Act 1993

Version Control

Version	Date	Summary of Amendments	Approved By
1.0	March 2024	Refer to Schedule 4.	

Schedules

Schedule 1 – Masterton District Council Activity Funding Allocations

Schedule 2 – Sub-Activity Funding Analysis

Schedule 3 – Rating Base

Schedule 4 – Summary of changes from the 2023/24 Revenue and Financing Policy Review

Schedule 1 – Masterton District Council Activity Funding Allocations

Definitions

CV = Capital Values - these are market values at a point in time, provided by Quotable Value (QV). Using CV as the basis to charge means properties with a higher CV (land plus improvements like buildings) pay a greater share of the rates than those with a lower CV.

LV = Land Values - The value of land alone based on QV valuations. Land values reflect market pricing at a point in time.

TSC = Targeted Service Charges – the same dollar amount is charged to all properties receiving services such as recycling collection, water and wastewater services.

TUC = Targeted Uniform Charges – the same dollar amount is charged to each property. The amount varies between urban and rural areas e.g. all urban properties are charged the same TUC, a different TUC is charged on rural properties.

#	Activity	User Pays Allocation		Urban/Rural Allocation		Funding Source	
		Community	User	Urban	Rural	Urban	Rural
1	Airport/Hood	40%	60%	79%	21%	CV	CV
2	Animal Control	30%	70%	79%	21%	TUC	TUC
3	Archive	95%	5%	79%	21%	TUC	TUC
4	Arts and Culture	100%	0%	79%	21%	CV	CV
5	Building Services	20%	80%	79%	21%	CV	CV
6	Cemetries	35%	65%	79%	21%	CV	TUC
7	Community Development	85%	15%	79%	21%	TUC	TUC
8	District Buildings	35%	65%	79.0%	21.0%	CV	CV
9	Economic Development	100%	0%	79.0%	21.0%	CV	CV
10	Emergency Management	72%	28%	79.0%	21.0%	CV	CV
11	Environmental Health	50%	50%	79.0%	21.0%	CV	CV
12	Environmental Initiatives	100%	0%	79.0%	21.0%	CV	CV
13	Forestry	40%	60%	79.0%	21.0%	TUC	TUC
14	Housing for Elderly	10%	63%	79.0%	21.0%	CV	CV
15	Library	95%	5%	79.0%	21.0%	TUC	TUC
16	Mawley Park	20%	80%	79.0%	21.0%	CV	CV
17	Other Property	35%	65%	79.0%	21.0%	CV	CV
18	Other Rural Water Services	85%	15%	0.0%	100.0%	n/a	CV
19	Parking Control	0%	100%	n/a	n/a	n/a	n/a
20	Parks, Reserves, Sportsfields	95%	5%	79.0%	21.0%	CV	TUC
21	Public Toilets	100%	0%	79.0%	21.0%	CV	CV
22	Recreation Centre	80%	7%	79.0%	21.0%	TUC	TUC
23	Recycling and Composting	35%	65%	79.0%	21.0%	CV	CV

#	Activity	User Pays Allocation		Urban/Rural Allocation		Funding Source	
		Community	User	Urban	Rural	Urban	Rural
24	Recycling Curbside Collection	100%	0%	100.0%	0.0%	TUC	n/a
25	Refuse Collection	30%	70%	100.0%	0.0%	CV	CV
26	Refuse Disposal	0%	100%	79.0%	21.0%	CV	CV
27	Resource Consents & Planning	70%	30%	79.0%	21.0%	CV	CV
28	Roading – storm damage	24%	76%	30.0%	70.0%	30% TUC, 70% LV	30% TUC 70% LV
29	Roading – subsidised	44%	56%	30.0%	70.0%	30% TUC, 70% LV	30% TUC 70% LV
30	Roading – non-subsidised rural	100%	0%	0.0%	100.0%	n/a	30% TUC 70% LV
31	Roading – non-subsidised urban	100%	0%	100.0%	0.0%	30% TUC, 70% LV	n/a
32	Rural Halls	99%	1%	5.0%	95.0%	CV	CV
33	Rural Refuse	85%	15%	10.0%	90.0%	CV	TUC/TSC (beach)
34	Stormwater	100%	0%	100.0%	0.0%	CV	n/a
35	Wastewater - Castlepoint	0%	100%	0.0%	100.0%	n/a	TSC
36	Wastewater – Riversdale Beach	0%	100%	0.0%	100.0%	n/a	TSC
37	Wastewater – Tinui	50%	50%	0.0%	100.0%	n/a	TSC / CV
38	Wastewater – Urban	90%	10%	100.0%	0.0%	30% TSC, 70% CV	n/a
39	Water Supply – Rural	20%	80%	0.0%	100.0%	n/a	CV
40	Water Supply - Urban	90%	10%	100.0%	0.0%	30% TSC, 70% CV	n/a
41	Representation	100%	0%	79.0%	21.0%	CV	CV

Schedules 2 & 3 – Sub-Activity Funding Analysis and 2024/25 Allocation Table

REVENUE & FINANCING POLICY - SUB-ACTIVITY FUNDING ANALYSIS SUMMARY

Draft
2024/25
RATES REQ.

*TU Chrg = Targeted Uniform Charge, TSC = Targeted Services Charge

Activity	Operational Funding Analysis		Comment	Draft 2024/25 RATES REQ. GST Incl.	Ward Allocation				Basis of urban/rural
	Public	Private			Urban %	Rate Type	Rural %	Rate Type	
Representation	100%	0%	40% internally allocated as overheads	1,068,304	79.0%	CV	21.0%	CV	Population
Community Development	85%	15%		1,438,304	79.0%	CV	21.0%	CV	Population
Arts & Culture	100%	0%		564,024	79.0%	CV	21.0%	CV	Population
Economic Development	100%	0%		1,730,387	79.0%	CV	21.0%	CV	Population
Parks, Reserves & Sportsfields	95%	5%	Low level of user charges	4,586,696	79.0%	CV	21.0%	TU Chrg	Population
Recreation Centre	80%	7%	External revenue to facility manager	1,907,346	79.0%	TU Chrg	21.0%	TU Chrg	Population
Cemeteries	35%	65%	Burial fees & sale of plots	301,962	79.0%	CV	21.0%	TU Chrg	Population
District Building	35%	65%	Hall hire & internal rents	632,228	79.0%	CV	21.0%	CV	Population
Housing for the Elderly	10%	63%	Rentals set below market	231,082	79.0%	CV	21.0%	CV	Population
Other Property	35%	65%	Rentals	410,043	79.0%	CV	21.0%	CV	Population
Public Conveniences	100%	0%		656,060	79.0%	CV	21.0%	CV	Population
Rural Halls	99%	1%	Hall hire & internal rents	214,928	5%	CV	95%	CV	Location of service
Mawley Park	20%	80%		278,660	79.0%	CV	21.0%	CV	Population
Library	95%	5%	Recoveries	2,519,459	79.0%	TU Chrg	21.0%	TU Chrg	Population
Archives	95%	5%	Recoveries	787,922	79.0%	TU Chrg	21.0%	TU Chrg	Population
Forestry	40%	60%	Internal charge to roading	53,464	79.0%	TU Chrg	21.0%	TU Chrg	Population
Airport	40%	60%		600,595	79.0%	CV	21.0%	CV	Population
Resource Mgmt & Planning	70%	30%	Consent fees income	1,655,144	79.0%	CV	21.0%	CV	Population
Environmental Health	50%	50%	Largely internal recoveries	2,036,036	79.0%	CV	21.0%	CV	Population
Building Inspection	20%	80%	Consent fees income	380,809	79.0%	CV	21.0%	CV	Population
Animal Control	30%	70%	Dog fees	286,253	79.0%	TU Chrg	21.0%	TU Chrg	Population
Parking Control	0%	100%	Meters & fines, offsets Econ Dev	4,588	79.0%	TU Chrg	21.0%	TU Chrg	Population
Emergency Mgmt/CD	72%	28%		387,576	79.0%	CV	21.0%	CV	Population
Urban Water supply	90%	10%	Targeted charge & CV rate	5,886,619	100%	30% TSC/70% CV	0%		Location of service
Rural Water supplies	20%	80%	Targeted rates	107,377			100%	Targeted rates & chrgs	Location of service
Other rural water services	85%	15%		121,067			100%	CV	Location of service
Urban Wastewater system	90%	10%	Trade waste chrgs, TUChrg & CV rate	9,180,702	100%	30% TUChrg/70% CV	0%		Location of service
Stormwater	100%	0%	Urban area only	1,193,135	100%	CV	0%		Location of service
Castlepoint sewerage	0%	100%	Targeted charge	134,270			100%	Targeted chrg	Location of service
Riversdale Beach sewerage	0%	100%	Targeted charge	355,995			100%	Targeted chrg	Location of service
Tinui sewerage (operating)	50%	50%	Targeted charge	16,173			100%	Targeted chrg	Location of service
Refuse collection	30%	70%	Via refuse bag sales	-	100%	CV	0%	CV	Location of service
Refuse disposal	0%	100%	User charges (gate fees)	90,241	79.0%	CV	21.0%	CV	Population
Recycling kerbside collection	100%	0%	Targeted charge (serviced rating units)	1,014,377	100%	TUChrg	0%		Location of service
Recycling & composting	35%	65%	Composting gate charges	277,794	79.0%	CV	21.0%	CV	Population
Rural refuse	85%	15%	Rural Tsf Sin gate fees	400,048	10%	CV	90%	TUChrg/Targeted beach Chrg	Location of service
Subsidised Roading	44%	56%	NZTA subsidy 56%, TUChrg & LV rate	9,405,676	30%	30% TU Chrg/70% LV	70%	30% TU Chrg/70% LV	Location of service
Non-subsidised roading urban	100%	0%	Roading LV rate	1,604,383	100%	30% TU Chrg/70% LV	0%		Location of service
Non-subsidised roading rural	100%	0%	Roading TU chrg & LV rate	399,199	0%		100%	30% TU Chrg/70% LV	Location of service
Storm/Flood funding	24%	76%	Internally charged	572,968	30%	30% TU Chrg/70% LV	70%	30% TU Chrg/70% LV	Location of service
Total				\$ 53,491,895					

= changed allocation from previous policy

REVENUE & FINANCING POLICY - Allocation Table

The table below is a summary of how the 2024/25 Rates Requirement is allocated based on the 2024 Revenue & Financing Policy.

C Targeted uniform charge (TUC)
CV Capital value rate LV Land value rate

Allocations				2023/24 Allocation		Notes	URBAN RATES			RURAL RATES			TOTAL	
Urban	Rural	Urban	Rural	Urban	Rural		Type	Rate Name	Amount	Type	Rate Name	Amount		
79.0%	21.0%	\$ 843,960	\$ 224,344			CV	Representation & Development	\$ 843,960	CV	Representation & Development	\$ 224,344	\$ 1,068,304		
79.0%	21.0%	\$ 1,136,260	\$ 302,044		4	CV	Representation & Development	\$ 1,136,260	CV	Representation & Development	\$ 302,044	\$ 1,438,304		
79.0%	21.0%	\$ 445,579	\$ 118,445			CV	Representation & Development	\$ 445,579	CV	Representation & Development	\$ 118,445	\$ 564,024		
79.0%	21.0%	\$ 1,370,631	\$ 364,345			CV	Representation & Development	\$ 1,370,631	CV	Representation & Development	\$ 364,345	\$ 1,734,975		
79.0%	21.0%	\$ 3,623,490	\$ 963,206			CV	Civic Amenities rate	\$ 3,623,490	C	TUC	\$ 963,206	\$ 4,586,696		
79.0%	21.0%	\$ 1,506,803	\$ 400,543			C	TUC	\$ 1,506,803	C	TUC	\$ 400,543	\$ 1,907,346		
79.0%	21.0%	\$ 238,550	\$ 63,412			C	Civic Amenities rate	\$ 238,550	C	TUC	\$ 63,412	\$ 301,962		
79.0%	21.0%	\$ 499,460	\$ 132,768			CV	Sundry facilities rate	\$ 499,460	CV	Sundry facilities rate	\$ 132,768	\$ 632,228		
79.0%	21.0%	\$ 323,934	\$ 86,109			CV	Sundry facilities rate	\$ 323,934	CV	Sundry facilities rate	\$ 86,109	\$ 410,043		
79.0%	21.0%	\$ 518,288	\$ 137,773			CV	Sundry facilities rate	\$ 518,288	CV	Sundry facilities rate	\$ 137,773	\$ 656,060		
5.0%	95.0%	\$ 10,746	\$ 204,182		5	CV	Sundry facilities rate	\$ 10,746	CV	Sundry facilities rate	\$ 204,182	\$ 214,928		
79.0%	21.0%	\$ 182,555	\$ 48,527			CV	Sundry facilities rate	\$ 182,555	CV	Sundry facilities rate	\$ 48,527	\$ 231,082		
79.0%	21.0%	\$ 220,142	\$ 58,519			CV	Sundry facilities rate	\$ 220,142	CV	Sundry facilities rate	\$ 58,519	\$ 278,660		
79.0%	21.0%	\$ 1,990,372	\$ 529,086			C	TUC	\$ 1,990,372	C	TUC	\$ 529,086	\$ 2,519,459		
79.0%	21.0%	\$ 622,458	\$ 165,464			C	TUC	\$ 622,458	C	TUC	\$ 165,464	\$ 787,922		
79.0%	21.0%	\$ 474,470	\$ 126,125			CV	Civic Amenities rate	\$ 474,470	CV	Sundry facilities rate	\$ 126,125	\$ 600,595		
79.0%	21.0%	\$ 1,307,564	\$ 347,580			CV	Regulatory services rate	\$ 1,307,564	CV	Regulatory services rate	\$ 347,580	\$ 1,655,144		
79.0%	21.0%	\$ 1,909,307	\$ 507,537			CV	Regulatory services rate	\$ 1,909,307	CV	Regulatory services rate	\$ 507,537	\$ 2,416,845		
79.0%	21.0%	\$ 226,140	\$ 60,113			C	TUC	\$ 226,140	C	TUC	\$ 60,113	\$ 286,253		
79.0%	21.0%	\$ 306,185	\$ 81,391			CV	Regulatory services rate	\$ 306,185	CV	Regulatory services rate	\$ 81,391	\$ 387,576		
100.0%	0.0%	\$ 5,886,619	\$ -			C/ CV	Water supply rate and Charge	\$ 5,886,619				\$ 5,886,619		
0.0%	100.0%	\$ -	\$ 89,571						LV	Opaki water race	\$ 89,571	\$ 89,571		
0.0%	100.0%	\$ -	\$ 17,806						C	Tinui water supply charge	\$ 17,806	\$ 17,806		
0.0%	100.0%	\$ -	\$ 121,067						CV	Sundry facilities rate	\$ 121,067	\$ 121,067		
100.0%	0.0%	\$ 9,180,702	\$ -			C/ CV	Sewerage rate & Charge	\$ 9,180,702				\$ 9,180,702		
100.0%	0.0%	\$ 1,193,135	\$ -			CV	Sundry facilities rate	\$ 1,193,135				\$ 1,193,135		
0.0%	100.0%	\$ -	\$ 134,270						C	Castlepoint sewerage charge	\$ 134,270	\$ 134,270		
0.0%	100.0%	\$ -	\$ 355,995						C	Riversdale sewerage charges	\$ 355,995	\$ 355,995		
0.0%	100.0%	\$ -	\$ 16,173						C	Tinui sewerage charges	\$ 16,173	\$ 16,173		
100.0%	0.0%	\$ 1,014,377	\$ -			C	Kerbside recycling charge	\$ 1,014,377				\$ 1,014,377		
79.0%	21.0%	\$ 290,748	\$ 77,287			CV	Sundry facilities rate	\$ 290,748	CV	Sundry facilities rate	\$ 77,287	\$ 368,035		
10.0%	90.0%	\$ 40,005	\$ 360,043		7	CV	Sundry facilities rate	\$ 40,005	C	TUC	\$ 360,043	\$ 400,048		
30.0%	70.0%	\$ 2,993,593	\$ 6,985,050		6	LV/ C	Roading rate and Charge	\$ 2,993,593	LV/ C	Roading rate and Charge	\$ 6,985,050	\$ 9,978,643		
100.0%	0.0%	\$ 1,604,383	\$ -			LV	Roading rate	\$ 1,604,383				\$ 1,604,383		
0.0%	100.0%	\$ -	\$ 399,199						LV/ C	Roading rate and Charge	\$ 399,199	\$ 399,199		
\$ 40,002,693				\$ 13,489,202	Total	2024/25 Total			\$ 40,002,693	2024/25 Total			\$ 13,489,202	\$ 53,491,895

Notes

- The above rates include GST at 15% and allowance for rates penalty income and rates remissions.
- Specific rural water & sewer schemes rates are applied only to those properties serviced by the schemes.
- Land and capital value rates in the Urban Rating Area are subject to the differential (see the funding policy).
- Urban/Rural population split is 79/21 (as per extrapolation on Census 2018 and growth data).
- Rural halls charge of 95% to rural area, to charge ward where largest portion of benefit arises.
- Subsidised roading urban/rural split is based on expected spend in each rating area.
- Rural solid waste costs charged largely in the area they are incurred.

	Actual - 2023/24 LTP Yr3	Other increases	Net Increase (before growth)	Estimated effect of growth in rating base	% Change (after growth)
	\$ 36,113,661	\$ 3,889,032	\$ 3,889,032	\$ 541,705	9.3%
	\$ 11,644,686	\$ 1,844,516	\$ 1,844,516	\$ 116,447	14.8%
	\$ -	\$ -	\$ -	\$ -	10.6%

Schedule 4 – Rating Base

Listed below are the population, property and valuation figures of the Masterton District. These are key to the way the rates required are divided up amongst properties.

Table 1: Masterton Population*		
Area	Number of people	%
Rural	6,090	21%
Urban	22,800	79%
Total	28,970	100%

*Usually resident – Statistics NZ census data 2018 adjusted for growth (9.8 per cent increase over five years since the 2018 Census)

Table 2: Masterton land area		
Area	Hectares	%
Rural	227,704	92%
Urban	1,796ha	8%
Total	229,500ha	100%

Table 3: Masterton Separately Ratable Units 2023/24		
Area	Number	%
Rural	4,091	30%
Urban	9,324	70%
Total	13,415	100%

**Subject to final confirmation of 2023 revaluation, effective September 2023, due to be received in March 2024.*

Table 4: Rating Valuation Totals (effective Sept 2023*)	
Land Value	\$ million
Rural	\$3,244 million
Urban	\$2,494 million
Total	\$5,738 million
Capital Value	\$ million
Rural	\$4,936 million
Urban	\$5,536 million
Total	\$10,472 million

Schedule 5 – Summary of changes from the 2023/24 Revenue and Financing Policy Review

As part of the development of the 2023/24 Long Term Plan, the Council considered the funding of each of its sub-activities in the context of the requirements of section 101(3) of the Local Government Act 2002.

A summary of section 101(3) analysis and consideration given by Council while reviewing the Revenue and Financing Policy ahead of the 2024-34 Long Term Plan is available as supporting information.

Through the review there were minor changes made to cost allocation bases where costs are split between urban and rural properties. The population percentage split has moved slightly and the subsidised roading cost allocation percentage has also changed to remain in line with the policy of allocating the value of subsidised roading work planned on the ratio of the programme spend. The Community Development activity will now be funded by way of the Targeted Uniform Charge (previously it was a CV rate). These changes and the impact of these changes are outlined below.

The 2023/24 review was subject to a consultation process completed in late 2023. The policy as set out above forms part of the supporting information to the 2024-34 Long Term Plan and is subject to public consultation as part of that Plan.

External Revenue Policy Changes

The Revenue & Financing Policy review identified support for an approach to maximise user pays, wherever feasible and appropriate. The review resulted in some changes to the level of user charges compared with the previous policy.

User fees and charges were been reviewed in all areas of Council activities and a number of changes are proposed in order to maintain relativity between user charge funding and rates in an inflationary environment where Council's costs are increasing. Those changes to the fees & charges are subject to consultation as part of the 2024/34 LTP.

Some specific examples of changes to external revenue include:

- **Regulatory Fees and Charges** - user charge fees in the regulatory area will increase to maintain alignment with the policy split between rates funding and user charges.
- **Animal Services** - will be funded 70 per cent by fees and charges and 30 per cent from rates.
- **Senior Housing** - the Council will continue to gradually increase rents with a goal to increase the percentage of this activity paid by users and reduce the amount of contributions from other ratepayers to no more than 10 per cent of total costs.

Rating Policy Changes

There have been minor changes to the Rating Policy and new data for allocation bases has resulted in changes to the allocations as per below.

- 1. Urban/Rural population** – 2023 Census data for population by mesh block is not currently available. The 2018 Census data showed a split of the population between urban 77.5 per cent / rural 22.5 per cent. Based on the Council's knowledge of additional properties built since the last Census, the population split is now considered to be 79 per cent urban / 21 per cent rural. This population allocation is applied to approximately 43 per cent of the rates required. The change will result is approximately \$310k more rates allocated to urban properties.
- 2. Subsidised Rooding** - a change will be applied in the allocation of costs between urban and rural properties, to be consistent with the policy of using locality of expenditure. Over the first three years of the LTP an average of 30 per cent of the subsidised roading programme will be spent in the urban area (excluding the Town Centre revamp work). Conversely 70 per cent will be spent in the rural area of the district. The previous split was 31 percent urban/69 per cent rural. The new split of 30 percent urban/70 percent rural applies from 2024/25. The new allocation sees approximately \$76k moved from urban property rating to rural property rating. The resulting overall increase is 0.21 per cent more rates for rural properties than if the revised allocation percentages were not applied.
- 3. Storm damage to roading** – The Council's share of costs to repair storm damage to roads has previously been split 65 percent rural/35 per cent urban. As all these road repairs are on rural roads, Council has agreed to adjust this ratio to 70 per cent rural/30 per cent urban, in alignment with the subsidised roading programme and recognising that urban ratepayers use rural roads on a less frequent basis.
- 4. Urban water and wastewater** – The portion of urban water and wastewater funded by rates has previously been charged to ratepayers by a combination of targeted uniform charge (TUC) and capital value rates. The ratio has been 25 per cent TUC / 75 per cent CV rate. The Council has decided to move this ratio to 30 per cent TUC / 70 per cent CV rate.
- 5. Community development** - Community development activities were previously funded by a CV rate for urban properties. The Council have decided to change this to be funded as part of the Targeted Uniform Charge (TUC) for both urban and rural properties.

The Urban Non-Residential differential multiplier of 2.0 was considered as part of the review and is still considered to be appropriate so this remained unchanged.

Rating Valuation Changes

A rating revaluation was completed in 2023 (effective date 1 September) and will be applied in the 2024/25 year.

The 2023 revaluation has resulted in modest CV increases for urban residential properties (averaging 10%) with small variations between lower, average and higher

value properties. Urban non-residential property values have increased on average 25%, driven by LV increases close to 30% and evidenced by recent market sales. This variation will mean a greater proportion of rates paid by the non-residential properties than under the previous (2020) valuation basis. This movement reverses the trend over the last two valuation cycles where residential increases were higher than non-residential.

In the rural area the average increase in CV has been 22% with some variation between farms, lifestyle, beach and forestry use properties.

These new values will be applied as part of this Policy and the 2024/25 rates resolution. It is not expected that any changes will be made in response to the impacts of the revaluation. The increases in values do have a level of variability and do result in variability of rates payable. There will be properties who receive a smaller share of the overall rates required (i.e. their rates do not increase as much as the average) because their value increased less than the average value change. Conversely, many properties will have rates increases above the average as their value change has been above the average increase.

When the revaluation is available we will model the impacts and include a list of sample properties. As part of the LTP consultation material, an on-line rates calculator will be available to assist ratepayers to assess how much they will pay in Masterton District Council rates in 2024/25 as a result of the policy changes, new budgets and new valuations.

Overall impact of policy changes

After combining all the effects of the policy changes, the overall impact is a reduction in the share of CV rates and an increase in the share of targeted uniform and service charges.

Previously, the targeted uniform charges accounted for 20.4 per cent of total rates. This has increased to 22.9 per cent under the new policy. This remains within the maximum restriction of 30 per cent Uniform General Charges to total rates income set by the Local Government (Rating) Act 2002.

Rating mix prior to 2023/24 review

The prior year (2023/24) Rating Policy mix before the above policy changes are applied are summarised in the table below.

Table 1: 2023/24 Rating mix (prior to 2023/24 policy review)			
Rates Type	Urban	Rural	Total
Targeted Uniform Charges*	15.6%	35.0%	20.4%
Targeted Service Charges	9.7%	6.0%	7.6%
Land Value Rates	9.8%	35.1%	16.2%
Capital Value Rates	64.9%	23.9%	55.8%

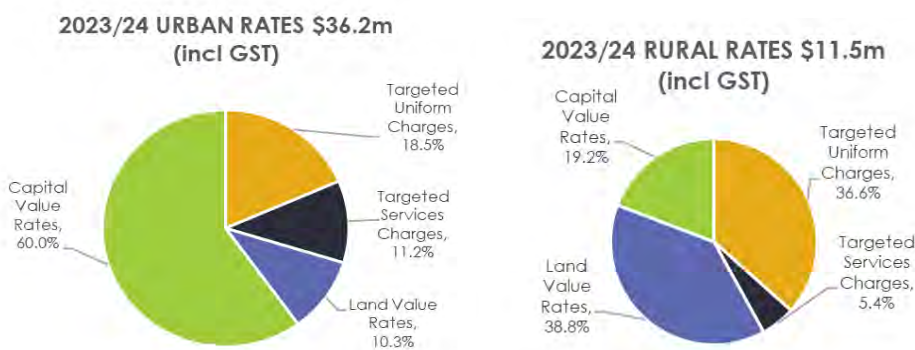
Rating mix with policy changes from the 2023-24 review incorporated

After incorporating the policy changes outlined above, the rating mix for the 2023/24 year is summarised as follows (subject to roundings):

Table 2: 2023/24 Rating mix (with 2023/24 policy review changes incorporated)

Rates Type	Urban	Rural	Total
Targeted Uniform Charges*	18.5%	36.6%	23.1%
Targeted Service Charges	11.2%	5.4%	9.5%
Land Value Rates	10.3%	38.8%	17.7%
Capital Value Rates	60.0%	19.2%	49.7%

The following two pie charts show the previous table in visual form.



Overall impacts incorporating the 2024/25 budget, new valuations and policy changes

This section provides a summary of the impacts on property rates from three different components: the above policy changes, the new valuations and the proposed Council net expenditure budgets.

The Council’s 2024/25 rates required is 12% more than the prior year (before growth). Growth in property numbers and rateable values since June 2023 is projected to reduce the average increase to 10.6%. That increase will vary between urban and rural properties as the rates required for the subsidised roading programme make up a large proportion of the increase and the share allocated to rural area of that activity is higher.

Overall, the 2024/25 budget changes result in an average 9.3% increase (after growth) for urban properties and an average of 14.8% increase (after growth) for rural properties. Roothing cost increases impact to a larger extent on rural rates due to the policy allocations.

After combining the effects of the small allocation changes (noted above), the rating revaluations and the 2024/25 proposed rates required (average 10.6% after growth in the rating base):

- Urban residential properties will pay (on average) increased rates of 8% due to the Council's rates requirement increasing and the effects of revaluations.
- Commercial and industrial properties value increases have been above the urban average, but are quite variable, so no average property change can be proposed.
- Large variations in rates changes will result where valuation changes vary away from the average changes.
- Rural farm properties can expect increases averaging 15%, plus or minus the effects of the revaluation. Rural lifestyle properties can expect to pay 12% more as many have had valuation increases below the rural average.
- Beach properties can expect increases of between 14% & 16% but large variations as a result of valuation increases will see larger increases for many.
- Forestry use properties have had larger value increases than the rural average, so will pay on average 33% more rates in 2024-25.

While considering the finalisation of its LTP and Revenue and Funding Policy, the Council has been aware of some of the effects of valuation changes, particularly as they affect commercial and forestry, but has decided not to implement any policy changes as a response to the valuation changes.

Masterton District Council

2024-34 Long Term Plan

Section 101(3) Analysis - Consideration of Appropriate Funding Sources

The following analysis has been prepared as summary record of the consideration given by the Council while reviewing the Revenue & Financing Policy for inclusion with the 2024-34 Long Term Plan.

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
1	Airport	<p>There is a public benefit from the provision of the only sealed runway in the Wairarapa, encouraging industry and investment. The facility provides opportunities for recreational activities related to aviation and for events. The public benefit is assessed as 40 per cent of operating costs.</p> <p>Airport users benefit from access to the aviation facilities. Commercial aircraft operators and other lessees gain access to the airport to undertake their businesses. Recreational users and event organisers benefit through access to a venue.</p> <p>The airport is used by the Life Flight Trust to transport patients to and from hospitals in larger centres which is a significant public benefit to the whole Wairarapa district.</p>	<p>Ground leases are set based on market rentals. A landing charges regime is in place. Special events (such as air shows) pay per use. The user charge income target is 60 per cent of costs.</p> <p>The balance of costs is funded from rates. For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>Rates funding is charged as part of the differential targeted Sundry Facilities CV rate.</p> <p>Renewals of assets (runway surface and lights are the main assets) are funded from depreciation. Development will be funded by loans, capital contributions and the extra revenue generated from leases.</p> <p>Current developments are part-funded by Government grants.</p>
2	Animal Control (including Dog Control)	<p>General community benefits arise through the enforcement of dog control legislation. Benefits include safety, health and reduced public nuisances (barking, fouling).</p> <p>Private benefits arise to dog owners through education and registration. Dog owners who infringe the law (exacerbators) are charged through infringement fines.</p> <p>Council points to the Dog Control Act 1996 which expects dog owners to pay the full costs of dog control, while allowing a small portion to be rates funded.</p> <p>Council considers 30 per cent is the appropriate level of funding input from the wider community.</p>	<p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>Dog control registration fees, pound fees and infringement fines will be set to recover 70 per cent of the costs of this activity.</p> <p>The Council believe a 70/30 split between dog fees and rates is appropriate to recognise the public benefit to non-dog owners. The rated component is charged as part of the Targeted Uniform Charge in each area.</p> <p>The allocation of the fee component between different categories of dog owner or dog is a feature of the Dog Fee setting process.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
3	Archive	<p>Community benefits arise from the cataloguing and storing of historically significant information and the collection is an education resource to help younger generations understand the past. Benefits accrue to individuals who undertake research using the records. People who deposit records gain a safe and secure storage facility, but in order to encourage the preservation of historical material, no charge is made on people who deposit material.</p>	<p>In the interests of public access, charges to researchers are minimal. Recoveries are approximately 5 per cent of costs.</p> <p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>Rates funding is levied as part of the Targeted Uniform Charge in both urban and rural areas.</p> <p>Note: the Wairarapa Archive is located in Masterton District and provides a service to the whole of the Wairarapa, but no funding is provided by the other Wairarapa Councils. The possibility of other Wairarapa Councils contributing to the cost of running the archive is to be explored.</p>
4	Arts & Culture	<p>The community 'wellbeing' benefits (i.e. quality of life) include a better informed and educated community through access to history, arts, music and culture.</p> <p>A private benefit is recognised as accruing to individuals from activities such as visiting an art exhibition.</p> <p>Consequently, the Council's service contract with the Aratoi Regional Trust, being the largest portion of the Arts & Culture activity, requires Aratoi to achieve at least 20 per cent of its funding from sources other than the Masterton District Council.</p>	<p>Urban/rural split based on population. 100 per cent funded by the differential targeted Representation & Development Rate based on CV. Rating is considered to be the best available tool to apportion costs of the public benefit and CV is considered to be the best available measure of 'ability to pay'.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
5	Building Services	<p>The community benefits through the Council enforcing legislative standards applied to buildings and construction.</p> <p>Benefit arises to current owners and occupiers who gain the protection of consistent standards applied to their asset, protecting the value of the investment in that asset.</p> <p>The public benefit is assessed at up to 20 per cent of the costs of the activity.</p>	<p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>The percentage funded by user pays (building consents) is somewhat dependent on the level of building activity in the district. The proportion funded from rates will therefore vary from year to year.</p> <p>Rates required are included in the differential targeted Regulatory Services Rate charged on capital value.</p>
6	Cemeteries	<p>Community benefits include the appropriate burial of the deceased while meeting the spiritual and emotional needs of families.</p> <p>Cemeteries also have public open space benefits and heritage value.</p> <p>Private benefits accrue to families of the deceased. This is initially assessed at 65 per cent of the costs.</p>	<p>Burial fees are set to at least recover the contractor's costs to undertake the work. Income from sales of burial plots takes some account of the on-going maintenance of the plot for the next 50 years. Maintenance of existing/historical plots is funded by rates.</p> <p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>The per cent community share is recovered via a CV rate in urban area and part of the TUC in the rural area.</p> <p>Cemetery extensions are funded by the lawn cemetery reserve fund.</p> <p>Service level Improvements will be funded from a combination of reserves, rates and loans.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
7	Community Development	<p>There are general community 'well-being' benefits which arise from the provision of this activity.</p> <p>External funding is sort where available, to fund programmes. At least 85 per cent of the cost is expected to be funded by rates.</p> <p>Community groups and individuals who benefit may also find other funding sources, but Council does not intend to recover any portion of the funding it gives. The Council considers its community development activity benefits the whole community and a population based urban/rural split is appropriate.</p>	<p>Uniform Charge rating is considered to be the best available tool to apportion costs of the public benefit of this activity evenly across the community.</p> <p>Some one-off grants to community groups for one-off projects or facilities could be funded from Council's carried forward reserve funds.</p>
8	District Building	<p>While the Town Hall & District Building are closed due to structural issues, no rental revenue is expected to be generated. The Council may choose to hire out rooms to the public in Waiata House. Private benefit accrues to venue hirers. Various Council departments utilise the Waiata House office space and 161 Queen Street (which is leased). A market rental is charged internally to recognize a rental cost for each activity of Council.</p>	<p>Venue hire income recovers approximately 0 per cent of costs currently, internal rental income recovers some 55 per cent of costs. The remaining public benefit of 45 per cent is charged as part of the differential targeted Sundry Facilities CV rate. Council want to increase the internal rental recovery to 65 per cent.</p> <p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>Renewals are funded by way of depreciation funding. Upgrading of public facilities, and office space, will be loan funded.</p> <p>The proposed Civic Centre that will replace the Town Hall will be funded by a loan.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
9	Economic Development and Promotion (incl CBD Amenities)	<p>Community benefits include supporting the local business sector and economy through running an in-house economic development unit and funding the tourism agency Destination Wairarapa, Wairarapa Economic Development Strategy (WEDS) and providing support and funding for a range of events and promotions.</p> <p>There are benefits that accrue indirectly to businesses and tourism operators from the work being funded.</p> <p>CBD Amenities:</p> <p>Public safety and security are enhanced by security cameras and under-veranda lighting.</p> <p>Business owners in the CBD benefit from better security for their property. Private property owners would benefit from undergrounding of power lines and this would be addressed as part of any project spend on undergrounding power.</p> <p>Capital expenditure on renewals will be from depreciation reserves, asset extensions will be from a combination of external funding and Council reserves.</p>	<p>Urban/rural split based on population. 100 per cent funded by the differential targeted Representation & Development Rate based on CV.</p> <p>CV Rating is considered to be the best available tool to apportion costs of the public benefit as it factors in an 'ability to pay' across the community.</p> <p>Businesses pay a 2X differential on the Value-based rates partly to recognize the benefits that arise to them indirectly from Council undertaking this activity.</p> <p>Considered as part of the Economic Development activity (above) and allocated between urban and rural based on population as there is a whole of community benefit.</p> <p>Operating costs 100 per cent funded by a differential targeted rate based on CV.</p> <p>CV rating is considered to be the best available tool to apportion costs of the public benefit as it factors in a measure of 'ability to pay'.</p>
10	Civil Defence & Emergency Management	<p>There are a wide range of risks to which the community is vulnerable and everyone benefits from the Council's work in risk reduction, readiness and recovery.</p> <p>While some groups may be more vulnerable than others, ultimately, everyone benefits.</p> <p>Cost sharing of Emergency Operations Centre costs with CDC & SWDC generates external income of 28 per cent</p>	<p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>The rates required for Emergency Management are included in the differential targeted Regulatory Services Rate charged on capital value.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
11	Environmental Services (incl Alcohol & Bylaws)	<p>The community benefit is in the maintenance of food hygiene standards of food premises.</p> <p>Liquor licensing contributes to public health and safety. Water supply monitoring provides confidence in potable water supplies.</p> <p>Noise control and swimming pool fence compliance are regulatory activities designed to ensure a safe and 'livable' community.</p> <p>Benefits accrue to businesses selling food and liquor. Water supply consumers and sewerage and solid waste customers all benefit indirectly through the monitoring regimes undertaken. There are few opportunities to recover costs from noise complaints or swimming pool fence compliance.</p> <p>The overall public benefit target (i.e. rates component) is set at 50 per cent of costs.</p> <p>There are public safety benefits from the monitoring and control of nuisances such as abandoned vehicles, long grass and overhanging trees.</p> <p>Private benefits accrue to the neighbours of people who infringe, but there is no means to charge them.</p> <p>Infringers (exacerbators) are charged for the costs incurred in rectifying the issues (i.e. removing abandoned cars, cutting long grass), but recovery of all costs is often not possible.</p>	<p>Monitoring and compliance work done for Council functions such as water supplies, sewerage and solid waste are charged out internally to those activities.</p> <p>Liquor licensing fees are set by Council via the Local Alcohol Policy.</p> <p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>The rates required are included in the differential targeted Regulatory Services Rate charged on capital value.</p>
12	Environmental initiatives	<p>The community benefits from a range of environmental sustainability initiatives including water conservation, air quality improvements, supporting environmental education and climate change initiatives.</p>	<p>100 per cent funded by a CV based rate. Population split between urban and rural areas based on population as benefits are across the whole community. There is public benefit to the activity and CV is considered to be the best available measure of 'ability to pay'.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
13	Forestry	<p>A community benefit is seen in the utilisation of otherwise unproductive land to produce a return to ratepayers.</p> <p>Costs associated with the management of roadside forestry are charged to the non-subsidised rural roading activity.</p>	<p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>After the allocation of costs to roading, the residual costs are rated as part of the Targeted Uniform Charge in both urban and rural areas. Net proceeds from harvest are added to reserve funds.</p>
14	Housing for the Elderly	<p>The provision of low cost accommodation to pensioners with low asset holdings was encouraged by central governments in the 1970s through the provision of low interest loans. The public benefit is a better social environment for all members of the community.</p> <p>In the past, Council had a policy of no ratepayer funding subsidising the activity – i.e. the private benefit of the accommodation should be 100 per cent user pays. However, by holding rents to below 30 per cent of the pension, the income generated is insufficient to cover all costs (including depreciation) so not all depreciation has been funded to reserves.</p>	<p>The Council has chosen to fund up to 10 per cent of the activity's operating costs from rates to supplement the user pays income.</p> <p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>There remains a funding shortfall of around 27 per cent (nominally depreciation) which is unfunded. If the Council rebuilds in the future both loans and Government subsidies would be the principal elements of the capital funding.</p> <p>Capital renewals and major redecoration costs are funded from depreciation reserves.</p>
15	Library	<p>Community benefits of libraries include the promotion of literacy and contributing to the quality of life of citizens. Libraries are a key part of the education framework in a community where benefits are believed to accrue through a literate society.</p> <p>Benefits do accrue to users of library services and programmes, however user charges are believed to act as disincentives to those on low incomes who potentially can benefit the most.</p>	<p>All user charges, recoveries and grants currently recover approximately 5 per cent of operating costs.</p> <p>Rates funding is expected to cover the remaining 95 per cent of library costs.</p> <p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>There is even access to all so Rates funding is levied as part of the Target Uniform Charge (TUC) in both urban and rural areas.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
16, 17	Other Property	<p>The Council holds certain assets for strategic purposes, some related to service delivery such as water supply or parks. The funding policy aim is to achieve market rental returns wherever possible. Not all miscellaneous property held by the Council achieves break-even rental return to cover all holding costs.</p> <p>Mawley Park camping ground is an example where the operating costs are met from revenue but renewals and depreciation costs are funded by rates.</p>	<p>Rental income would ideally fund 100 per cent of this activity, however this is currently closer to 65 per cent. Any shortfall is charged as part of the differential general Sundry Facilities CV rate.</p> <p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>Asset purchases are funded from general capital reserves.</p>
18	Stormwater – rural & Other Rural Water Supplies (also see 39)	<p>Both Riversdale Beach and Castlepoint have a number of stormwater assets in place. The value of these is significant but operating costs are minimal.</p> <p>The Council tests rural drinking water supplies and incurs other costs supporting rural schemes that are not fully recoverable from those schemes.</p>	<p>The Riversdale Beach costs to rate for are included in the beach sewerage scheme rates, paid for by the properties connected. The costs of Castlepoint stormwater assets, excluding the seawall, are recovered via the Castlepoint Sewerage rate.</p> <p>Other Rural Water Services are allocated 100% in the rural area on CV.</p>
19	Parking	<p>Community benefit is the efficient turnover of parking spaces. Safety, amenity, convenience and community health (disabled parking) benefits also arise.</p> <p>Private benefit accrues to motorists, retailers and other businesses who want to park in the CBD</p> <p>Exacerbators are those who park illegally or do not comply with bylaws – infringement income results.</p>	<p>Income from parking meters and parking fines should cover the activity's costs.</p> <p>Any rates component to align with the Economic Development activity rating basis.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
20	Parks & Reserves	<p>Community benefits arise from the amenity value of residents having access to open space areas for relaxation and recreation. Council provides these amenities for all of the community and does not wish to separately charge individuals based on use.</p> <p>A small amount of revenue is achieved through the lease of depot facilities to contractors.</p> <p>Costs of maintaining beach reserves are included in the overall activity costs and include costs associated with the Castlepoint seawall.</p>	<p>Net operating cost (approx 95 per cent of total costs), will be funded in the urban area by a differential targeted rate based on CV. In the rural area it is funded as part of the rural Targeted Uniform Charge (TUC).</p> <p>The varying rating treatment between areas is needed because the Civic Amenities CV rate is only applied in the urban area where the parks amenity values are seen to enhance all other property values. The use of the TUC in the rural area sees funding equated closer to units of habitation than valuations.</p> <p>Renewals and new assets are funded by way of reserves contributions from developers, depreciation reserves and loan funding.</p>
20	Sports fields	<p>The provision of sports fields encourages an active, healthy, community. This is considered to provide benefits to the community as a whole.</p> <p>Private benefits accrue to individuals who have access to the facilities and to sports associations who also utilise them.</p> <p>Council policy is to try and recover from sports clubs 50 per cent of the marginal costs of maintaining the sports field for the intended sport. Variations may be made on a case by case basis. Rate remissions are also applied to sports fields.</p>	<p>User charges generate approximately 5% of operating costs.</p> <p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>The net operating cost is funded in the rural area as part of the rural TUC. The use of the TUC sees funding equated closer to units of habitation than valuations.</p> <p>The urban share is funded as part of the differential targeted CV rate (Civic Amenities) in the urban area. The Civic Amenities CV rate is only applied in the urban area as the sports field amenity values are seen to enhance all other property values.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
21	Public Conveniences	<p>Community benefits include health, convenience and cleanliness of public toilet facilities. There are economic benefits to the district from providing public toilets at beach resorts.</p> <p>Public toilets provide a benefit to individual users who can be identified and could be charged, but it is not considered economically feasible to do so. CBD businesses benefit from the CBD restrooms.</p>	<p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>100% funded from rates as part of the differential targeted Sundry Facilities CV rate. The commercial differential means CBD businesses will pay proportionately more.</p> <p>Asset renewals are funded from depreciation reserves. New assets will be funded by loans.</p>
22	Recreation Centre	<p>Community benefits of the Centre are a healthy and fit community and the availability of a facility in which the public can access indoor sporting facilities, supervised indoor and outdoor swimming, and learn-to-swim education provision. The encouragement of active, healthy pursuits keeps young people engaged. The facility increases the District's attractiveness as a place to live, work, visit and invest.</p> <p>Benefits accrue to individual users through their use in a controlled environment, whether as swimmers, spectators, sports participants or event organisers. User benefit has been assessed at approximately 70% of the costs of the facility.</p> <p>The Council has modified this, taking account of the disincentive which high user fees would have on use, particularly to the lower socio-economic groups who are understood to value the swimming pools highly as a community amenity. The modified private benefit/user charge target is 30 per cent.</p>	<p>User charges and other recoveries by the Council or the facility operator are targeted at 30 per cent of total operating costs.</p> <p>The facility operator charges the Council a contract fee net of these user charge recoveries, giving the operator an incentive to maximise usage, while there is a requirement to report the usage and income figures.</p> <p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>The facility is available to the whole community to use and so rates funding is via the Targeted Uniform Charge (TUC) in both urban and rural areas. Not all depreciation is funded because some 50% of the value of the new facility, built in 2004, was funded by external grants.</p> <p>Asset renewal and minor capital items will be funded by depreciation reserves. Future replacement is assumed to be at least 50 per cent funded by external funding.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
23	Waste Minimisation (Recycling and Composting)	<p>This activity incorporates recycling and composting where there are real environmental benefits through the reduced use of resources and the removal of items from the residual waste stream to landfill.</p> <p>Direct benefits arise to those who are disposing of the materials they no longer want, but in the interests on encouraging recycling, the Council has decided to continue to accept recyclable materials free of charge at the transfer station and offer a recycling collection service in urban areas.</p> <p>Compostable materials are separately identifiable and can be charged for. Current policy is to achieve as much as possible from those depositing compostable materials, while still pricing the service at a level that encourages removal of greenwaste from going to landfill.</p>	<p>User charge income is collected for greenwaste with charges set to recover approximately 80 per cent of the contracted costs of processing the greenwaste.</p> <p>A recycling collection service is provided in the urban areas and rated for with a targeted charge - see next section.</p> <p>The balance of costs (largely recycling) to be rated are allocated on population split between urban and rural and funded by way of the differential Sundry Facilities CV rate.</p> <p>Funding of expansion of the waste processing and minimisation facilities will be by loan funding and subsidies from the Waste Levy.</p>
24	Recycling Kerbside Collection	<p>Recycling has environmental benefits through the reduced use of resources. It also removes items from the residual waste stream to landfill.</p> <p>Private benefits arise to those who are disposing of the materials via a collection service from their gate.</p> <p>The Council provides the collection service in the urban area and has also introduced a service in some rural areas.</p> <p>The cost recovery includes a share of the contract costs for handling the recyclable materials, as well as the cost of the collection.</p>	<p>The service is available to all in the refuse collection area.</p> <p>The Council has decided to fund the activity by way of a targeted rate, set on a targeted uniform basis and charged on every separately used or inhabited portion of a rating unit in the serviced areas.</p> <p>When a food waste collection is implemented as required under the regional waste minimization plan, the costs will be recovered via the targeted charge described above.</p> <p>At Castlepoint and Riversdale Beaches the cost of the refuse and recycling collections is charged as a targeted rate on serviceable properties (see below)</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
25	Refuse Collection	<p>The Council provides a convenient, domestic rubbish bag collection and disposal service, contributing to a tidy, clean, healthy and safe environment. All urban and beach resort property owners have the opportunity to use the collection service.</p> <p>The benefits are regarded as partially 'private', as the generators of the waste should pay the cost of disposing of it, but there is also a public benefit to not having litter and household rubbish in the community. Some users choose to pay for private wheelie bin services to collect their household refuse. By charging for blue council rubbish bags a 70 per cent cost recovery is currently achieved for the service, the pricing also acts as an incentive to reduce waste volumes, thereby contributing to a positive environmental outcome.</p>	<p>The target is to fund the service by the recoveries received from the sale of official Council rubbish bags however charges will be set at a level that will recover as much of the costs as possible while still encouraging appropriate behaviours to minimise waste and recycle.</p> <p>The bags are sold via retail outlets. The cost of the bag includes the pick up from the gate and the disposal on a landfill.</p> <p>Rates component is 100 per cent urban, included as a CV-based rate.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
26	Urban Transfer Station (Refuse Disposal)	<p>The provision of a landfill/transfer station contributes to a tidy, clean, healthy and safe environment.</p> <p>There are private benefits to those who wish to dispose of their refuse via the Council-provided facility. The waste generators can range from domestic households to commercial and industrial waste and hazardous wastes.</p> <p>The level of service of the facility in terms of opening hours is directly related to costs, hence the convenience of seven days per week opening should be paid for by the users of the facility. Retention of large volume customers is seen as desirable to ensure the lowest cost per tonne can be achieved for all users.</p>	<p>Users can be identified and charged by way of a weighbridge and manned gate fee kiosk.</p> <p>The Council has a target of 100 per cent cost recovery via user (gate fee) charges however variable volumes may result in revenue greater than or less than the budget target income. Some landfill closure costs are not appropriate to fund from current waste volumes.</p> <p>The balance of costs (if any) are funded by CV rates, which recognises the public good aspect of the long opening hours of the transfer station and to hold the gate charges at an economically affordable level.</p> <p>Discounted tonnage rates can be negotiated for high volume customers in order to retain their business.</p> <p>The provision of new infrastructure can be funded by user charges, waste levy grants, reserves and loans.</p>
27	Resource Management and Planning	<p>Community benefits arise from the application of a consistent set of rules for sustainable management of the District's resources (via the Combined District Plan). There are fair opportunities for change (development) and control of adverse effects. The public gains a better quality of life through control of nuisances and adverse environmental effects of development. The council also enables members of the public to seek advice on planning issues.</p> <p>Private benefits arise to developers from advice about planning processes and the value they gain from gaining a consent to progress a development. There is little ability to recover the full cost from the development community alone.</p> <p>Contributions to GWRC river management schemes are included in this activity's costs.</p>	<p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p> <p>Consent fees target to recover is 30 per cent of the costs of the activity (providing advice and processing consents).</p> <p>Land Information Memoranda are charged as full cost recovery of time spent retrieving the information supplied. Some resource management costs have no opportunity for cost recovery.</p> <p>Rates will fund approximately 70% of costs via the differential targeted Regulatory Services rate.</p> <p>Financial contributions charged under the District Plan are included as revenue in this activity but are not used to offset operating costs – they are transferred directly to reserve funds.</p>

29	Subsidised Roothing	<p>The Council provides a network of roads throughout the District. Public benefits arise through the provision of the essential infrastructure for the local economy and community to function.</p> <p>Private benefits accrue to individual road users and the properties that the roading network services. Those properties may be residences, businesses, farms, beach baches, schools, etc. Exacerbators include heavy transport operators who carry tonnages in excess of road design or road condition limits.</p> <p>All motorists currently pay fuel taxes and vehicle registration fees to the government. Truck operators pay road user charges. Council receives a share of this funding via a subsidy from Waka Kotahi (NZ Transport Agency). Local petrol taxes also contribute to the funding of this activity.</p> <p>For the Council share, the District-wide roading network should be funded by general rates levied on all properties and split between urban and rural properties to recognise the different expenditure levels in each area. Land values (as opposed to Capital Values) reflect the benefits that arise from the road network, linking to productive use of the land that the roading network serves e.g. in the rural area, farming and forestry.</p> <p>Renewals are done as part of the roading programme approved to ensure the maximum Waka Kotahi subsidy is achieved and so are funded by both subsidy and rates. Asset additions (e.g. safety improvements) are done as part of the subsidised programme if possible, but if it does not qualify for subsidy, direct beneficiaries of the upgrade should pay the equivalent of the subsidy (e.g. seal extension)</p>	<p>The Waka Kotahi subsidy base rate is 56 per cent.</p> <p>The current Land Value split between urban and rural areas is 45/55 (urban/rural) excluding the non-residential differential. The average ratio of spending of the subsidised programme (excluding emergency works) for the last two years 2021-23 and budget 2023- 24 is 30/70 (previously 31/69).</p> <p>Use of a General Rate would need a differential applied between the two areas to ensure equity. To ensure rural ratepayers are paying a fair share of the cost of the service being provided, the costs will be allocated 30/70 between rating areas (urban/rural) before rating tools are selected.</p> <p>The Council has chosen to recognise the broad public benefit of the roading network by allocating 30 per cent of the rates required to fund the costs of subsidised roading in each area, by way of a targeted uniform charge in each area. The balance of 70 per cent to be funded within each area, charged by way of a differential targeted rate assessed on land value (LV).</p> <p>After targeted uniform charges spread 30 per cent of the costs, LV is considered the best of the available tools to allocate roading costs between properties. A property's land value, particularly in the rural area, bares some relationship to the economic benefit which is derived from the roading network.</p> <p>It is also recognised that LV for forestry-use land does not adequately act as a proxy for the use or consumption of the rural roading network by that particular land use (i.e. it is discounted below pastoral farming land values).</p> <p>The Council has begun initial investigations to demonstrate evidence of the impact that forestry logging has on our rural roads. If justified, Council will look at implementing changes to</p>
----	---------------------	---	---

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
		The Council's share of depreciation on bridges is allocated against this activity.	the rating policy mechanism for forestry land use in 2025.
28, 30	Non-Subsidised Rooding – Rural & Flood Damage	The non-subsidised rooding costs that are specific to the rural area are a benefit to ratepayers in that area, so should be allocated in full to the rural area – 100 per cent rural. Flood/storm damage costs (on the rooding network) have been incurred in the rural area, but all road users can use the roads, justifying some urban rates contribution.	The Rural Non-subsidised Rooding rates required are allocated on the same basis as the rural area share above, i.e. split between a (rural) targeted Rooding Charge (currently collecting 30 per cent) and (rural) LV Rooding rate (70 per cent). Rooding storm damage is aligned with the non-subsidised rooding rates to be funded 30 per cent from urban Rooding rates and 70 per cent from rural Rooding rates, then allocated as per above.
31	Non-Subsidised Rooding – Urban	The non-subsidised rooding costs include street verge mowing, street gardens, CBD footpaths and street trees. There is a large element of 'public good' - all ratepayers can use and enjoy the assets/services. They are provided within the urban area but are available to all residents and visitors. Past practice has been all costs are allocated to the urban area. A share of local petrol taxes are allocated to offset costs, but rates will be the principle source of funding. Renewals of assets such as CBD paving and street furniture are funded via a depreciation reserve that is funded by annual rates from this activity	To follow through on the principle used above, the costs incurred in the rating area (urban area) will be funded 100% from the urban area and collected via the targeted Rooding Rate based on LV for 70 per cent and a targeted Rooding Charge 30 per cent.

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
32	Rural Halls	<p>Rural people can gain a sense of 'community' from the provision of a rural hall.</p> <p>Benefits arise for users of the halls and rural holding paddocks. Usage of both rural halls and holding paddocks is low and there are few practical means of monitoring usage and collecting revenue, hence only 1% user charges recovery is expected.</p>	<p>Of the rateable costs, 95 per cent are allocated to the rural area. Rates funding is charged as part of the differential targeted Sundry Facilities CV rate.</p> <p>Renewals are funded from depreciation although not all depreciation is funded.</p> <p>Disposal of some halls and holding paddocks may be the outcome of a review of the holdings. Proceeds would be held within the General Capital Reserve.</p>
33	Rural Refuse	<p>The provision of two transfer stations and specific collection services in parts of the rural area helps contribute to a tidy, clean, healthy and safe environment.</p> <p>Refuse & recycling collection services are provided to some rural communities. Full user pays is difficult to achieve as it is not cost effective. Collection services are only part funded from bag charges as rural collection and disposal costs are higher than in the urban area.</p> <p>There are private benefits to those who dispose of their refuse via the Council-provided facilities.</p> <p>The costs of operating the rural transfer station sites are high in relation to the volumes received. Targeted rating of the localities serviced has been consulted on with the communities. Council has signalled it wishes to move away from general rating funding services in specific localities.</p> <p>Upgrading of facilities will be funded by way of loans.</p>	<p>User charge income at rural transfer stations is currently targeted to recover approximately 5 per cent of costs.</p> <p>The costs of providing Riversdale and Castlepoint refuse & recycling services can be identified and will be partly charged as a targeted rate on those beach properties which receive the service. Currently 15 per cent of rural refuse services are collected by way of the Beach Collections Rate.</p> <p>The balance of the cost of providing the rural refuse services (approx. 85 per cent) is allocated 90/10 between rural and urban respectively. The basis for urban allocation is that urban people can use the rural transfer stations, but have less access.</p> <p>In the urban area the cost is included in the differential general Sundry Facilities Rate. In the rural area, after the targeted beach collection rate, the balance is part of the rural Uniform Annual Charge.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
34	Stormwater	<p>There are public safety and health benefits in the Council providing infrastructure to remove stormwater from urban built-up areas, reducing the risk of flooding.</p> <p>There are private benefits to property owners whose properties are at risk of inundation but no practical means to differentiate how much to charge, other than through rates.</p> <p>A large share of the costs relate to the CBD stormwater upgrade undertaken in the mid 1990s. Other costs arise from maintaining pipes and creeks. Renewals will be funded by way of depreciation reserves.</p>	<p>The rates required are funded as part of the targeted urban Sundry Facilities and Services Rate, charged on capital value (CV).</p> <p>The proportionately larger benefit received by commercial (CBD) properties is one of the reasons for the commercial differential.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
35, 36, 37	Rural Wastewater	<p>There are three separate rural sewerage schemes at Castlepoint, Riversdale and Tinui.</p> <p>Each has its own cost structures and each is expected to be fully funded by the connected properties.</p> <p>The Riversdale Beach sewerage scheme is a reticulated system servicing the Riversdale Beach settlement.</p> <p>Tinui septic tank system has been upgraded and the costs of the upgraded service will be met by the users/connected properties.</p> <p>The Castlepoint sewerage scheme is a reticulated system servicing the Castlepoint Beach settlement.</p> <p>The funding of renewals at Castlepoint and Riversdale is from depreciation reserves. New capital works and scheme extensions are funded from a combination of loans and capital contributions.</p>	<p>A Castlepoint Sewerage targeted rate is charged to fund the costs of operating the Castlepoint scheme. This is a flat charge on each connection. The camping ground has been assessed at 20 equivalent connections. Capital contributions are charged based on the historical scheme capital costs.</p> <p>A Riversdale Sewerage targeted rate is charged to fund the costs of operating the Riversdale Scheme. This is a flat charge on each assessed Residential Equivalent (RE) property connected in the serviced area. In addition a flat charge is levied on each serviceable property that is not yet connected to the scheme.</p> <p>The capital funding of the Riversdale Beach scheme was from a combination of capital contribution, Council reserves, Government subsidies and a loan. Individual properties connected to the scheme paid a capital contribution rate to recover each property's share of the costs of the scheme. Some 32 properties are paying off their contribution over 20 years. New connections are charged a capital contribution which goes to repay the Council debt that remains on the scheme.</p> <p>A Tinui sewerage rate is charged to cover the operating costs of the small reticulation network and ponds. A general rural ratepayer subsidy (50 per cent) is allowed for on the basis of affordability. A capital contribution rate is charged on 8 of the 19 connections as they pay off their share of the costs of upgrading the scheme.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
38	Urban Wastewater	<p>A reticulated sewer network and treatment plant contributes to a high standard of public health. It is one of the core services that ensure the local community, economy and environmental impact are sustainable.</p> <p>Private benefits arise to the connected properties from which effluent is taken. The nominal network (community) benefit versus users benefit is assessed at 70/30.</p> <p>Council has a trade waste by-law which is designed to monitor and reduce the potentially inappropriate use of the sewerage system. Because of the level and nature of trade waste discharges, the funding generated is minor.</p> <p>Septic tank discharges to sewer are charged for and baleage sales also generate external revenue (approx. 10%).</p> <p>Renewal of the infrastructure is undertaken with a mixture of loan funding and use of depreciation reserves. Financial contributions are required from developers (per the District Plan) to fund any upgrading of the infrastructure and expansion of the area serviced.</p>	<p>Trade waste charges and septic tank waste charges generate income before the rates required from all serviced properties are calculated. Revenue is collected from CDC for the Waingawa industrial area.</p> <p>The funding requirement (from rates) is funded by way of:</p> <ul style="list-style-type: none"> 30 per cent from Targeted Charge for Sewerage, levied on each connected and separately used or inhabited portion of a property. This has the effect of spreading a portion the cost of the service evenly across all properties. The balance of 70 per cent by way of a differential targeted Sewerage Rate charged on the capital value of properties in the urban area. The capital value rate has the effect of charging higher value properties more for the sewerage than lower value ones – this being a rough proxy for usage. All properties within the supply area are charged this rate to recognise the ability to access the infrastructure. <p>A Sewerage Charge is levied on those properties (per residential equivalent) that are outside the urban serviced area, but discharge liquid effluent to the Masterton sewerage system – (Milford Downs & Rathkeale College)</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
39	Rural Water Supplies	<p>The range of rural water supplies the Council provides are all seen as providing a private benefit to the connected properties, whether they are a water race, untreated supply or potable supply.</p> <p>Full cost recovery from the connected properties is the theoretical position.</p> <p>Testing and monitoring costs of all rural water supplies (including those not operated by the Council) cannot currently be recovered from the supply operators, hence the costs are recovered through rural rates.</p>	<p>Opaki water race - targeted rate on LV</p> <p>Tinui water supply – targeted charge</p> <p>The Tinui water supply services some 28 properties but the full costs of the supply make it uneconomic to charge full cost recovery, hence a general rural ratepayer subsidy is helping to fund the scheme.</p> <p>Taueru water supply – targeted charge, invoiced.</p> <p>Upper Plain water supply (trickle feed) – targeted charge in rates and separate portion invoiced.</p> <p>Wainuioru water supply – invoiced charge as per separate scheme rules, set under delegated authority of Council.</p> <p>Other rural water costs – allocated 100 per cent rural – rated as part of the differential general Sundry Facilities and Services capital value rate.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
40	Urban Water Supply	<p>A treated and reticulated water supply contributes to public health and fire safety. It is one of the core services that ensure the local community and economy are sustainable.</p> <p>Private benefits arise to the consumers of the water.</p> <p>Council does have water meters installed for 95% of urban properties connected to the water supply network. At this stage, these are not being used for charging on the basis of usage, but information provided is being used to detect and remedy leaks. Charging for water use (using the water meters) is intended to be introduced from 1 July 2025. Policy development to enable this will occur over the 2024/25 year.</p> <p>Many commercial properties utilise larger lateral connections in order to service sprinkler systems and reduce insurance premiums. Their usage may not reflect the benefit that the fire fighting capacity provides.</p> <p>Those connected properties outside the urban area have water meters or restrictor valves and are charged based on usage. Properties connected in the Waingawa area of Carterton are metered and charged via CDC (who pass on the revenue to MDC).</p> <p>External (non-rates) revenue is 10 per cent.</p> <p>Renewal of the infrastructure is undertaken with a mixture of loan funding and use of depreciation reserves. Financial contributions are required from developers (per the District Plan) to fund upgrading of the infrastructure and expansion of the area serviced.</p>	<p>The funding requirement, after deducting income from rural metered properties and properties in the Waingawa industrial area (in Carterton District), will be allocated by way of:</p> <ul style="list-style-type: none"> 30 per cent as a Targeted Charge for Water, levied on each connected and separately used or inhabited portion of a property. This has the effect of spreading a portion the cost of the service evenly across all properties. The balance of 70 per cent by way of a differential targeted Water Supply Rate charged on the capital value of properties in the urban area. The capital value rate has the effect of charging higher value properties more for the water supply – this being a rough proxy for usage and value protected for fire fighting. All properties within the supply area are charged this rate to recognise the ability to access the infrastructure. <p>The Council has installed water meters on the majority of connected properties, and will implement a regime for charging for water use based on the meter readings. The intention is to start that regime from 1 July 2025 and incorporate a split between a targeted charge, usage charges above a fixed allocation and CV rates that recognise a public interest component including fire fighting protection.</p>

#	Activity	Who Benefits and how should it be funded	Allocation of Cost
41	Representation	<p>The whole community benefits through the system of democratic local representation.</p> <p>The Council is also the organisation's governing body. Representation comprises a mayor, one councillor elected in a Māori ward, seven (7) other councillors and two (2) iwi representatives.</p> <p>For rating, the allocation of costs between urban and rural areas uses the population split of 79/21.</p>	<p>40 per cent of the costs of this activity are allocated as overheads. The balance of 60 per cent is to be rated using a differential targeted rate - the Representation & Development Rate - based on Capital Values (CV). Allocation between urban and rural areas can be based on population as Council consider all councillors represent all ratepayers.</p> <p>Rating is considered to be the best available tool to apportion costs of the public benefit and CV is considered to be the best available measure of 'ability to pay'.</p>

Development and Financial Contributions Policy



INSERT APPROVED DATE HERE



Contents

Purpose	3
Scope.....	3
Policy Statement.....	3
Proposed Wairarapa Combined District Plan.....	3
Financial Contributions – General	6
Revenue Generated	7
Policy Basis.....	7
Objective – Reserves and Open Spaces (p18-12)	7
Objective – Sustainable Infrastructure Development (p18-9).....	7
Subdivision, Land Development and Urban Growth (p18-1)	7
Reserves Contributions	7
Infrastructure Contributions.....	7
Infrastructure ‘Buy-In’ calculations 2024/25 (Masterton District).....	8
Responsibilities.....	9
Consequences for Breach of Policy.....	9
Review of Policy.....	9
Related Documents.....	9
References	9
Version Control	9

POLICY NUMBER: MDC027	
Latest Version	March 2024
Adopted by:	Masterton District Council
Review Due	March 2027

Purpose

The purpose of this policy is to define the circumstances where Masterton District Council (the Council) will charge development or financial contributions.

Scope

This policy applies to contributions required from developers and subdividers, and new connections to Council's network infrastructure.

Policy Statement

The Council will charge financial contributions using the provisions of section 108 of the Resource Management Act 1991 (RMA), specifically using the Wairarapa Combined District Plan (WC DP).

The key resource management issue for financial contributions is:

New subdivision and development increases demand on essential infrastructure, such as reserves, water supply, wastewater disposal and roads, resulting in the need to upgrade and extend infrastructure – identifying, planning and recovering such costs over the long-term is important to sustainable management.

The WC DP states the full extent of requirements of developers to meet the full actual cost of the water supply, wastewater and stormwater system within their development.

As subdivision and growth occurs, the existing amenities and infrastructure come under pressure. Financial contributions are a way of ensuring that any adverse effects from subdivision and development on the environment or on community resources are minimised. Such contributions can be in the form of money, land, works or services and may include the provision of roads or services, the protection of an important historic or natural feature, the visual enhancement of a site through landscape treatment or the provision of access to a hitherto inaccessible river or stream.

Proposed Wairarapa Combined District Plan

The Wairarapa Combined District Plan (WC DP) has been in a process of review and revision and is currently (as at February 2024) a Proposed District Plan that has been the subject of submissions. The outcome of the submissions and hearings process is not yet known. Timing of when the new charges will apply remains unconfirmed.

The review of the financial contributions provisions concluded that the current contributions are no longer sufficient to meet the costs of growth and development in the district. Changes are proposed to the way the contributions are calculated. Revised wording has also been proposed to provide clarity and increased certainty.

Due to the uncertainty of the timing and extent of the changes proposed for Financial Contributions provisions in the Proposed District Plan, both current and proposed provisions are listed below.

The table below details the financial contributions (plus GST) that the Council currently requires from developers/subdividers and new joiners.

Financial Contributions – Operative WCDP (current)	
Type of Contribution	Value of Contributions
Reserves Contribution	Urban 3% of Land Value of each new lot Rural 2% of Land Value of each new lot Land Use activities 0.25% of the value of each residential unit.
Roading Contribution	Urban 2% of Land Value of each new lot Rural 3% of Land Value of each new lot In the rural zone a maximum of \$7,500 plus GST applies per new lot for the Roothing and Reserves contributions combined.
Infrastructure Contribution	<ul style="list-style-type: none"> • Payable where connections can be made to Masterton urban infrastructure services, \$5,000 (plus GST) per lot or per each residential equivalent use of the services. • Payable by existing lots for new connections to Masterton urban services, \$2,000 water supply, \$3,000 sewerage connection. • Capital contributions are payable to join/connect to rural water supply and sewerage schemes – on connection for exiting lots and on creation of title for new lots following subdivision. Amounts payable for specific schemes are listed in the fees and charges appendix of the Long-term Plan (LTP). • Capacity specific infrastructure charges may be levied per the WCDP (in accordance with the RMA). These charges are dependent on a development’s assessed impact on the future network upgrade needs. The current applicable charges are listed in the fees and charges appendix to the LTP.
Development Levy	Charged on commercial developments of over \$1m, 0.5% of the assessed value of the development. On alterations of commercial premises in excess of \$50,000, 0.5% of assessed value of the alterations.

The table on the following page details the proposed financial contributions (plus GST) that the Council will require from developers/subdividers under the Proposed WCDP (changes highlighted).

Financial Contributions – Proposed WCDP	
Type of Contribution	Value of Contributions
Reserves Contributions	Urban 3% of Land Value of each new lot Rural 2% of Land Value of each new lot Land Use activities reserves contribution = 1% of the value of each additional residential unit
Transport Contributions	Urban 3% of Land Value of each new lot Rural 3% of Land Value of each new lot In the rural zone a maximum of \$20,000 plus GST applies per new lot for the Roothing and Reserves contributions combined. Subject to annual review using BERL Local Government Cost Index. Land Use activities, transport contribution = 1% of the value of each additional residential unit or value of residential unit equivalent for non-residential activities.
Infrastructure Contributions (Water, wastewater & stormwater)	<ul style="list-style-type: none"> • Payable where connections can be made to Masterton urban infrastructure services, is an urban services contribution, calculated on a 'Buy-In approach'. Contribution amount is calculated per lot or per each residential equivalent unit of the services. • Also, payable by existing lots for new connections to Masterton urban services, is an urban services infrastructure contribution calculated on a 'Buy-In approach'. Contribution amount is calculated per lot or per each residential equivalent unit of the services. • 'Buy-In approach' for MDC is defined in this policy (and the LTP) and is based on the 2023 water, wastewater and stormwater network valuations. • Capital contributions are payable to join/connect to rural water supply and sewerage schemes – on connection for exiting lots and on creation of title for new lots as a result of subdivision. Amounts payable for specific schemes are listed in the fees and charges appendix to the LTP. • Capacity specific infrastructure charges may be levied per the WCDP (in accordance with the RMA). These charges are dependent on a

Financial Contributions – Proposed WCDP	
Type of Contribution	Value of Contributions
	development's assessed impact on the future network upgrade needs. The current applicable charges are listed in the fees and charges appendix to the LTP.
Three Waters Infrastructure Buy-In Approach	<p>The three waters infrastructure assets have been valued as at 30 June 2023. The number of rateable units charged is assessed as at July 2023. An adjustment factor that varies for each District has been identified as needed to ensure the buy-in price for new connections reflects variances in recent investment, future technology and scale as growth occurs.</p> <p>For 2024/25 the urban network infrastructure contribution amount is \$14,255 (+GST) per residential unit equivalent (RUE) as per calculation set out below. For developments with smaller residential units, a discount regime will apply where studio and one-bedroom units = 0.4 RUEs and 2 bedroom units = 0.75 RUEs.</p>
Development Levy	Charged on commercial developments of over \$1m, 0.5% of the assessed value of the development. On alterations of commercial premises in excess of \$50,000, 0.5% of assessed value of the alterations.

Financial Contributions – General

The contributions are contained in a schedule of conditions for a consent in respect to subdivisions of land, where further lots are created, or on application to make a new connection to urban services.

The WCDP makes provision for charging developers for a share of the cost of providing or upgrading infrastructure, where the development is driving the need to upgrade infrastructure to service the development, or the upgrade has occurred in advance of the development and the share is recovering the Council's investment.

As funds are received, they accumulate in the Council reserves and attract interest. There are separate funds for parks and reserves, roading and urban infrastructure contributions. The Council has anticipated a level of income from the contributions and committed some of it to specific capital projects in the 2024-34 LTP. The balance of the income into these funds remains unallocated, but available to be drawn on for projects which qualify with the basis for taking the original contributions.

Revenue Generated

Reserves contributions income averages some \$588,000 per annum over the 10 years of the LTP. Expenditure of these funds includes upgrading of Queen Elizabeth Park and other reserves within the district.

Roading contributions are forecast to average some \$600,000 per annum across the ten years of the 2024-34 LTP plus additional contributions in year 2 and 3 related to two developments (Millard Ave & Chamberlain Rd). Expenditure of these funds includes the upgrading of Millard Avenue and Chamberlain Road to closer to urban standard. Funds may be utilised in the future for roading upgrades and safety improvements.

Urban infrastructure contributions are forecast to average some \$570,000 per annum over the 10 years. Expenditure of these funds provided for in the LTP includes water supply, sewerage reticulation and stormwater asset upgrades. An estimate of \$80,000 per annum is allowed as income tagged to specific infrastructure needs.

Rural sewerage schemes (Riversdale Beach & Castlepoint) have set capital contributions payable on connection or subdivision. Revenue anticipated in the 2024-34 LTP averages \$170,000 pa. This funding will be applied to repay the debt the Council is carrying for those schemes.

Policy Basis

Section 101 (3) of the Local Government Act (LGA) requires that funding must be met from sources that the local authority determines to be appropriate. Financial contributions are collected in compliance with the WCDP and the objectives and policies are as follows:

Objective – Reserves and Open Spaces (p18-12)

To substantially manage and develop the reserve and open space network to cater for current and future community needs and to protect and enhance significant environmental assets.

Objective – Sustainable Infrastructure Development (p18-9)

To maintain sustainable and efficient public infrastructure that meets the additional demand generated by development and subdivision, whilst avoiding, remedying or mitigating adverse effects on the environment.

Subdivision, Land Development and Urban Growth (p18-1)

The primary purpose of financial contributions is to ensure development adequately pays for the cost of the additional demand placed on community assets, including:

Reserves Contributions – Contributions towards meeting the additional demand placed on a district's reserve assets, such as sports fields, parks and open space, and biodiversity.

Infrastructure Contributions – Contributions towards meeting the additional demand placed on network infrastructure such as roading, water supply, stormwater disposal, and sewage disposal networks.

Infrastructure 'Buy-In' calculations 2024/25 (Masterton District)

The following calculations support the amount (\$ value) set as the infrastructure contributions to buy- in to Masterton District Council urban services network and will be applicable when decisions on submissions on the Proposed District Plan are notified. Those decisions may change the financial contribution requirements.

Proposed WCDP - Infrastructure Buy-In Formula

\$A x [B/B+C]] x AF

Where:

- A = the replacement cost of the specific reticulation system after adjustment for capital expenditure in this activity at the time the connection is sought;
- B = the number of residential equivalent connections to be added to that reticulation system (technical detail provided), and;
- C = the total number of existing connections to that reticulation system.
- AF = Adjustment Factor which discounts the charge, decided by Council as part of the Development and Financial Contributions Policy and Long Term Plan.

Revised Figures - June 2023 Valuations

Masterton Urban	Replacement Cost
Water Treatment	21,916,888
Water Reticulation	<u>123,000,618</u>
	144,917,506
Wastewater Reticulation	157,978,860
Wastewater Treatment	<u>47,177,760</u>
	205,156,620
Stormwater network	56,429,493
	<u>\$A 406,503,619</u>
Connections (July 2023)	(TUC = Targeted Uniform Charges)
Water TUCs	10,059
Sewer TUCs	9,891
Urban area TUCs	<u>10,109</u>
	<u>C 10,020</u>
	B 1 (Additional RUE connection)

Full Buy-In based on Replacement Value		Adjusted
Water	\$ 14,405	\$ 5,042
Wastewater	\$ 20,740	\$ 7,259
Stormwater	\$ 5,582	\$ 1,954
	<u>\$ 40,727</u>	<u>\$ 14,255</u>
AF (Adjustment Factor)*	35%	
	<u>\$14,255</u>	

Infrastructure contribution per connection

* The adjustment factor discounts the full replacement value per connection down to a value that allows equalisation of the variation in investment between the three Districts. It also allows Councils to recognise the impact on future developments if the buy-in price suppresses growth opportunities.

Responsibilities

The Planning and Consents Manager has specific responsibilities with respect to applying this policy in alignment with the WCDP.

The General Manager Finance has responsibility of ensuring revenues are calculated in accordance with the policy and are collected.

Consequences for Breach of Policy

It is considered a breach of this policy if the Council does not receive the revenue it is entitled to. Controls are in place to ensure contributions are calculated correctly and errors are not made. Intentionally under-charging contributions under this policy would be considered a serious disciplinary matter.

Review of Policy

This policy will be reviewed every three years as part of the LTP process. The infrastructure contribution 'buy-in', including the adjustment factor, will be reviewed as part of each LTP and Annual Plan.

The changes to financial contributions that relate to the new WCDP will be applicable from the date the new Plan becomes operative. Should there be changes to the financial contributions during the finalisation of the WCDP, the policy will be reviewed again once the WCDP review is complete.

Related Documents

Wairarapa Combined District Plan (Current & Proposed)

References

Local Government Act 2002

Resource Management 1991

Version Control

Version	Date	Summary of Amendments	Approved By
1	2015	Reviewed as part of 2015-25 Long-Term Plan process.	Masterton District Council
2	27/6/2018	Reviewed as part of 2018-28 Long-Term Plan process.	Masterton District Council
3	31/3/2021	Reviewed as part of 2021-31 Long-Term Plan process.	Masterton District Council

4	March 2024	Reviewed as part of 2024-34 Long-Term Plan process.	Masterton District Council
---	------------	---	----------------------------

RATES REMISSION POLICY



INSERT APPROVED DATE HERE



Contents

Purpose	3
Scope	3
Community Halls, Community Care Organisations, Sporting, Branches of the Arts or Volunteer Organisations	4
Land Protected for Natural, Historical or Cultural Conservation Purposes	4
Penalties	5
Targeted Uniform Charges on Non-Contiguous Rating Units Owned by the Same Ratepayer	6
Targeted uniform charges on Contiguous Rating Units in a Subdivision Owned by the Same Ratepayer	6
Land Value Rates on Urban Land Used Predominantly for Farming Purposes.....	7
Uniform Charges on Rating Units Where the Small Size Restricts the Use.....	7
Water Race Rates on Rating Units Receiving Service to Part of the Property or Uneconomic Use	7
Property affected by Natural Calamity.....	8
Delegations	9
Review of Policy	9
Related Documents	9
References	9
Version Control	10

POLICY NUMBER: MDC028	
First Adopted	
Latest Version	March 2024
Adopted by:	Masterton District Council
Review Date	March 2027

Purpose

The purpose of the Rates Remission Policy is to state the circumstances where Masterton District Council (MDC) will consider a rates reduction.

Scope

This policy does not apply to Māori freehold land. Refer to the Rates Remission and Postponement on Māori Freehold Land Policy.

Rates Remission

MDC will apply rates remissions for the rating units or circumstances detailed in the table below, if the conditions described within this policy are met.

Ratepayers seeking remission should apply in writing, taking into account the relevant conditions and criteria. Approved remissions will be effective from the rating year immediately after the year in which application is made.

No.	Rating Unit/Circumstance	Remission
1	Public and community halls	100% of the total rates levied
2	Properties used for sporting, games and branches of the arts	50% of the total rates levied
3	Properties used by charitable, community care and volunteer organisations	50% of the total rates levied
4	Churches and places of religious worship	50% of the water and sewer rates
5	Properties protected for natural, historical or cultural conservation purposes	100% of the total rates levied
6	Rate penalties	100% remission
7	Targeted Annual Charges on non-contiguous units owned by the same owner	100% remission
8	Targeted Annual Charges on subdivisions where the unsold lots remain in common ownership	100% remission
9	Land value rates on urban properties where the predominant use is farming of the land	50% of land value based rates
10	Targeted Annual Charges on uneconomic-sized land used for power transformers and link strips	50% remission
11	Targeted rates for Opaki Water Race where the race services only part of the property or provides little economic value	50-80% remission
12	Properties affected by natural calamity or disaster events	At MDC's discretion, according to circumstances

Community Halls, Community Care Organisations, Sporting, Branches of the Arts or Volunteer Organisations

Objective

The remission of rates for community, sporting and other organisations is to facilitate the ongoing provision of non-commercial community services, and non-commercial recreational opportunities for the residents of Masterton.

The purpose of granting rates remission to an organisation is to:

- recognise the public good contribution made by such organisations;
- assist the organisation's survival; and
- make membership of the organisation more accessible to the general public, particularly disadvantaged groups (including children, youth, young families, aged people, and economically disadvantaged people.

Conditions and Criteria

The remission of rates will apply to land which is used exclusively or principally for sporting, recreation, or community care purposes. The policy does not apply to organisations operated for financial profit.

The policy does not apply to groups or organisations whose primary purpose is to address the needs of adult members (over 18 years) for entertainment or social interaction, or who engage in recreational, sporting, or community services as a secondary purpose only.

Organisations making application should include the following documents in support of their application:

- statement of objectives;
- information on activities and programmes; and
- details of membership or clients.

Remission

Refer categories 1,2 and 3 in the table above.

Land Protected for Natural, Historical or Cultural Conservation Purposes

Objective

Rates remission is provided to preserve and promote natural resources and heritage by encouraging the protection of land for natural, historic or cultural purposes.

Conditions and Criteria

Ratepayers who own rating units which have some feature of cultural, natural or historic heritage which is voluntarily protected may qualify for remission of rates under this policy.

Land that is non-rateable under section 8 of the Local Government (Rating) Act 2002 and is liable only for rates for water supply, sewerage disposal and waste collection will not qualify for remission under this part of the policy.

Applications should be supported by documented evidence of the protected status of the rating unit, for example, a copy of the covenant or other legal mechanism.

In considering any application for remission of rates under this part of the policy, MDC will consider the following criteria:

- the extent to which the preservation of natural, cultural or historic heritage will be promoted by granting remission of rates on the rating unit;
- the degree to which feature of natural, cultural and historic heritage are present on the land; and
- the degree to which features of natural, cultural and historic heritage inhibit the economic utilisation of the land.

Remission

Refer category 5 in the table above.

Penalties

Objective

The remission of penalties is to allow MDC to act fairly and reasonably in its consideration of rates which have not been received by the penalty date, due to circumstances outside the ratepayer's control.

Conditions and Criteria

Remission of the penalty will be granted if the ratepayer, by written explanation, satisfies MDC that the late payment was due to circumstances outside the ratepayer's control.

Each application will be considered on its merit and will be granted where it is considered fair and equitable to do so.

Remission of penalties can apply in cases where ratepayers are in arrears with their rates, but have made an arrangement which is acceptable to the MDC, for the payment of the current year's rates together with progressive reduction in the level of arrears. Penalties incurred during the term of the arrangement can be remitted once the rates are back up to date.

Remission of a penalty will be granted if the ratepayer is able to prove a good payment history. The test for this will be no other late payment within the preceding 24 month period.

Remission of instalment penalties will apply automatically for those ratepayers where direct debit arrangements are in place and penalties are triggered because the full instalment is not cleared until after the penalty date. The value of these penalties and remissions will be reported separately.

Remission of penalty will be granted where MDC has been instrumental in causing the late payment.

Remission

Refer category 6 in the table above.

Targeted Uniform Charges on Non-Contiguous Rating Units Owned by the Same Ratepayer

Objective

The remission of targeted uniform charges is to provide relief for rural land which is non-contiguous but farmed as a single entity and owned and occupied by the same ratepayer.

Conditions and Criteria

Ratepayers who own and occupy two or more separate rating units (and who do not qualify to be treated as one rating unit pursuant to Section 20 of the Local Government (Rating) Act 2002) who apply in writing, are entitled to have Targeted Uniform Charges reduced for qualifying properties. To qualify, the additional qualifying properties cannot have residential dwellings situated on them. All ratepayers will pay at least one full targeted uniform charge and then half charges for additional qualifying properties.

The separate rating units can be no more than five kilometres apart.

Remission

Refer category 7 in the table above.

Any applicant must be paying at least one full targeted uniform charge and one full targeted roading charge on one of the rating units involved in the farming operation.

Additional rating units involved in the farming operation will be charged half (50%) of the targeted uniform and roading charges in respect of each additional rating unit.

Targeted uniform charges on Contiguous Rating Units in a Subdivision Owned by the Same Ratepayer

Objective

The remission of all but one targeted uniform charge and one targeted roading charge is to provide relief for urban or rural residential land which is newly developed and still owned by the developer/ ratepayer.

Conditions and Criteria

Ratepayers who own and occupy two or more separate rating units (and who do not qualify to be treated as one rating unit pursuant to Section 20 of the Local Government (Rating) Act 2002), who apply in writing, are entitled to have targeted uniform charges reduced for qualifying properties. All ratepayers will pay at least one full targeted uniform charge.

Remission

Refer category 8 in the table above.

The applicant/owner must be paying at least one full targeted uniform charge and one full roading charge on one of the rating units included in the subdivision. The remainder of the targeted uniform charges will be remitted under this policy.

Land Value Rates on Urban Land Used Predominantly for Farming Purposes

Objective

The remission of land value rates is to provide relief for urban land which is used predominately for farming use, and where farming includes pastoral, horticulture and viticulture use. This rates remission is intended to align land value rates paid for this category of land closer to rural rates.

Conditions and Criteria

Ratepayers who own and occupy land inside the urban rating area and who utilise that land predominantly for farming purposes may qualify for this remission.

The farmed area must be more than 2000 sq metres and make up at least 75% of the area of the rating unit.

Remission

Refer category 9 in the table above.

Uniform Charges on Rating Units Where the Small Size Restricts the Use

Objective

The remission of uniform charges is to provide relief for land such as transformer sites and link strips which are too small to sustain a dwelling or other economic use.

Conditions and Criteria

Ratepayers who own a separate rating unit which is utilised for the purposes of a transformer site or a link strip.

Other uses will be considered under this policy but applicants will be required to prove that the small size of the rating unit makes it uneconomic to utilise for any other purpose.

Remission

Refer category 10 in the table above.

Water Race Rates on Rating Units Receiving Service to Part of the Property or Uneconomic Use

MDC will provide rates remissions on water race rates (Opaki Water Race) on rating units considered to have only part of the land value serviced or the unit is too small to make economic use of the water race.

Objective

The remission of the land value rate is to provide relief for land receiving service to only a small part of the property, or the service provides little economic benefit (eg small holdings).

Conditions and Criteria

Ratepayers who own a rural property serviced by a water race, but the race only runs through a small portion of the land (less than 30%).

Ratepayers who own a rural property serviced by a water race, but their property is too small to gain any economic benefit from the use of the water race. This is generally small holdings or lifestyle blocks.

Remission

Refer category 11 in the table above.

The remission rate will depend on the extent of the property that is not serviced or receives little economic benefit.

Property affected by Natural Calamity

Objective

The natural disaster remission allows MDC, at its discretion, to remit part or all of the rates on any land that has been affected by natural calamity such as erosion, subsidence, submersion or earthquake, and is aimed at aiding those ratepayers most adversely affected.

Conditions and Criteria

To qualify for consideration for a rates remission under this part of the policy, a rating unit or part thereof must be detrimentally affected by a natural calamity event such as a flood, storm, earthquake, subsidence; and as a result:

- dwellings or buildings previously habitable were made uninhabitable; or
- the activity for which the land and/or buildings were used prior to the calamity is incapable of normal use by the ratepayer for a certain period.

Rates remission under this section will only be considered following receipt of an application by the ratepayer and the application must be received within six months of the event, or within such further time as MDC in its sole discretion might allow.

Remission

Refer category 12 in the table above.

Each natural calamity event will be considered on its merits, on a case-by-case basis. The extent of the remission will be determined by the Council and its delegated staff.

The remission may be for such a period of time as MDC considers reasonable, commencing from the date upon which MDC determines that the dwelling, buildings or land were made uninhabitable or unable to be used for the activity they were used prior to the event, up to and limited to the time the MDC determines they become habitable and/or available for use.

Delegations

The Chief Executive is delegated the authority to exercise all discretions available within this policy. Further delegations are made to the Manager Finance and Revenue Manager as per the table below.

Policy reference	Chief Executive	General Manager Finance	Revenue Manager
Community halls, community care, sporting, arts or volunteer organisations	✓	✓	✓
Land protected for natural, historical or cultural conservation purposes	✓	✓	✓
Remission of penalties – on current instalments or levied in current year	✓	✓	✓
Uniform Charges on non-contiguous rating units	✓	✓	✓
Uniform Charges on contiguous rating units in a sub-division	✓	✓	
Land value rates on urban land used predominantly for farming purposes	✓	✓	✓
Uniform Charges on ‘uneconomic’ small rating units	✓	✓	
Land value water race rates – part serviced	✓	✓	
Land or property affected by a natural disaster or calamity event (Council and CE)	✓		

Review of Policy

This policy will be reviewed every three years as part of the Long-Term Plan process.

Related Documents

Rates Postponement Policy

References

Local Government Act 2002

Version Control

Version	Date	Summary of Amendments	Approved By
1	2015	Reviewed as part of the 2015-25 Long-Term Plan process.	Masterton District Council
2	27/6/18	Reviewed as part of the 2018-28 Long-Term Plan process.	Masterton District Council
3	31/3/21	Reviewed as part of the 2021-31 Long-Term Plan process.	Masterton District Council
4	March 2024	Reviewed and reformatted as part of the 2024-34 Long-Term Plan process.	Masterton District Council

RATES POSTPONEMENT POLICY



INSERT APPROVED DATE HERE



Contents

Contents.....	2
Purpose.....	3
Scope.....	3
Rates Postponement	3
Extreme Financial Circumstances.....	3
Subdivision Developments	4
Rates Postponement against Equity.....	5
Review of Policy.....	5
Related Documents.....	6
References	6
Version Control	6

POLICY NUMBER: MDC029	
First Adopted	
Latest Version	March 2024
Adopted by:	Masterton District Council
Review Date	March 2027

Purpose

The purpose of this policy is to state the circumstances where Masterton District Council (MDC) will consider a rates postponement.

Scope

This policy does not apply to Māori freehold land. Refer to the Rates Remission and Postponement on Māori Freehold Land Policy.

Rates Postponement

MDC will consider a rates postponement under circumstances detailed below, if the conditions described within this policy are met.

Ratepayers (or the authorised agent) seeking rates postponement must apply in writing using the approved form, taking into account the relevant conditions and criteria as defined in this policy.

Extreme Financial Circumstances

Objective

The objective of this part of the policy is to assist ratepayers experiencing extreme financial circumstances which affect their ability to pay rates.

Conditions and Criteria

Only rating units used solely for residential purposes will be eligible for consideration for rates postponement for extreme financial circumstances.

Only the person entered as the ratepayer, or their authorised agent, may make an application for rates postponement for extreme financial circumstances. The ratepayer must be the current owner of, and have owned for not less than five years, the rating unit which is the subject of the application.

The person entered on the MDC's rating information database as the "ratepayer" must not own any other rating units or investment properties (whether in the district or in another district).

The Chief Executive and General Manager Finance are delegated the authority to approve applications for all cases where the annual rates being postponed are less than \$5,000.

MDC will consider all applications received on a case-by-case basis. When considering whether extreme financial circumstances exist, all of the ratepayer's personal circumstances will be relevant including age, physical or mental disability, injury, illness and family circumstances.

Before approving an application, MDC must be satisfied that the ratepayer is unlikely to have sufficient funds left over, after the payment of rates, for normal health care, proper provision for maintenance of his/her home and chattels at an adequate standard as well as making provision for normal day to day living expenses.

Where MDC decides to postpone rates the ratepayer must first make acceptable arrangements for payment of future rates, for example by setting up a system for regular payments.

Any postponed rates will be postponed until:

- the death of the ratepayer(s);
- until the ratepayer(s) ceases to be the owner or occupier of the rating unit;
- until the ratepayer ceases to use the property as his/her residence; or
- until a date specified by MDC.

MDC may charge an annual fee on postponed rates for the period between the due date and the date they are paid. This fee is designed to cover the MDC's administrative and financial costs and may vary from year to year.

Even if rates are postponed, as a general rule the ratepayer will be required to pay the first \$500.00 of the rate account.

Approved postponements will apply from the beginning of the rating year in which the application is made although MDC may consider backdating past the rating year in which the application is made depending on the circumstances.

The postponed rates or any part thereof may be paid at any time. The applicant may elect to postpone the payment of a lesser sum than that which they would be entitled to have postponed, pursuant to this policy.

Postponed rates will be registered as a statutory land charge on the rating unit title. This means that MDC will have the first call on the proceeds of any revenue from the sale or lease of the rating unit.

Subdivision Developments

Objective

The objective of this part of the policy is to assist ratepayers who have developed multi-lot residential and commercial/industrial subdivisions and are experiencing cashflow hardship while the lots remain unsold.

Conditions and Criteria

Rating units used for residential, commercial and industrial purposes will be eligible for consideration for rates postponement for multi-lot subdivision cashflow hardship.

Only the person entered as the ratepayer, or their authorised agent, may make an application for rates postponement for extreme financial circumstances. The ratepayer must be the current owner of all lots subject to the postponement request.

MDC will consider, on a case by case basis, all applications received that meet the criteria described above. The Chief Executive is delegated authority to approve applications for rates postponement for subdivision developments.

When considering whether extreme cashflow hardship circumstances exist, the ratepayer's personal circumstances may be relevant including the degree of capital input contributed to the MDC's infrastructure from the subdivision.

Where MDC decides to postpone rates the ratepayer must first make acceptable arrangements for payment of future rates, for example by setting up a system for regular payments.

Any postponed rates will be postponed until:

- the ratepayer(s) ceases to be the owner or occupier of the rating unit; or
- a date specified by MDC.

Rates on subdivisions will only be postponed to a maximum of 50% of the separate and targeted rates. Remission of Uniform Annual Charges is dealt with in the Rates Remissions Policy.

The policy will apply from the beginning of the rating year in which the application is made and interest will be charged on the balance postponed at MDC's ruling internal interest rate.

The postponed rates or any part thereof may be paid at any time. The applicant may elect to postpone the payment of a lesser sum than that which they would be entitled to have postponed, pursuant to this policy.

Postponed rates may be registered as a statutory land charge on the rating unit title. This means that MDC will have the first call on the proceeds of any revenue from the sale or lease of the rating unit.

Rates Postponement against Equity

Objective

The objective of this part of the policy is to give elderly ratepayers greater flexibility in managing their financial affairs by allowing a portion of their rates to be postponed, with the rates debt building up and being secured against the property.

Conditions and Criteria

The criteria for eligibility will be for elderly (over 65) ratepayers who are living in their own homes. The postponed rates will be a portion of the total rates payable and will build up as a debt to MDC, secured against the property. The postponed rates will be payable when the ratepayer(s) for whom the postponement arrangement has been entered, no longer resides at the property.

A market rate of interest will be charged on the debt due to MDC, to ensure ratepayers are not providing a subsidy and MDC is not undercutting financial institutions who provide similar services.

MDC will make genuine attempts to consult with a ratepayer's immediate family prior to the ratepayer signing up to incur the debt against their property. Ratepayers will be encouraged to explore other options such as reverse mortgage products that are available from financial institutions.

Review of Policy

This policy will be reviewed every three years as part of the Long-Term Plan process.

Related Documents

Rates Remission Policy

References

Local Government Act 2002

Version Control

Version	Date	Summary of Amendments	Approved By
1	2015	Reviewed as part of the 2015-25 Long-Term Plan process.	Masterton District Council
2	27/6/18	Reviewed as part of the 2018-28 Long-Term Plan process.	Masterton District Council
3	31/3/21	Reviewed as part of the 2021-31 Long Term Plan process.	Masterton District Council
4	March 2024	Reviewed and reformatted as part of the 2024-34 Long Term Plan process.	Masterton District Council

RATES REMISSION AND POSTPONEMENT ON MĀORI FREEHOLD LAND POLICY



Date approved:

MSTN.GOVT.NZ
f @MastertonDC



Contents

Purpose	3
Scope.....	3
Objectives	3
Criteria	3
Conditions	4
Decisions	4
Review of Policy.....	4
References	4
Version Control	5

POLICY NUMBER: MDC030	
First Adopted	
Latest Version	March 2024
Adopted by:	Masterton District Council
Review Date	March 2027

Purpose

The purpose of this policy is to state the circumstances where Masterton District Council (MDC) will consider a rates reduction or postponement on Māori freehold land. MDC has taken into account the principles of the preamble to Te Ture Whenua Māori Act 1993 and the matters identified in Schedule 11 of the Local Government Act 2002 in making this policy.

Scope

This policy applies to Māori freehold land.

Objectives

- To support the connection of mana whenua and Māori to their traditional lands and resources, and cultural values, where appropriate, through the relief from rates.
- To recognise that certain Māori-owned land may have particular conditions, features, ownership structures, or other circumstances that make it appropriate to provide for relief from rates.
- To recognise that MDC and the community benefit through the efficient collection of rates that are properly payable and the removal of rating debt that is considered non-collectable.
- To meet the requirements of the Local Government Act 2002 and to support the principles in the preamble to Te Ture Whenua Māori Act 1993.

Criteria

MDC will give a remission or postponement of up to 100% of all rates for the year for which it is applied for based on the extent to which the remission or postponement of rates will:

- support the use of the land by the owners for traditional purposes;
- support the relationship of Māori and their culture and traditions with their ancestral lands;
- avoid further alienation of Māori freehold land;
- facilitate any wish of the owners to develop the land for economic use;
- recognise and take account of the presence of waahi tapu that may affect the use of the land for other purposes;
- recognise and take account of the importance of the land in providing economic and infrastructure support for marae and associated papakainga housing (whether on the land or elsewhere); and
- recognise and take account of the importance of the land for community goals relating to:
 - the preservation of the natural character of the coastal environment;
 - the protection of outstanding natural features;

- the protection of significant indigenous vegetation and significant habitats of indigenous fauna;
- recognise the level of community services provided to the land and its occupiers;
- recognise matters related to the physical accessibility of the land; and provide for an efficient collection of rates and the removal of rating debt.

Conditions

Application for a remission or postponement under this policy should be made prior to the commencement of the rating year. Applications made after the commencement of the rating year may be accepted at MDC's discretion. A separate application must be made for each rating year.

Owners or trustees should include the following information in their applications:

- details of the rating unit or units involved; and
- documentation that shows that the land qualifies as land whose beneficial ownership has been determined by a freehold order issued by the Māori Land Court.
- supporting information to demonstrate that the remission or postponement will help achieve the criteria set out in the above section.

MDC may of its own volition investigate and grant remission or postponement of rates on any Māori freehold land in the district.

Relief, and the extent thereof, is at the sole discretion of MDC and may be cancelled or reduced at any time. MDC will advise landowners of the intention to cancel or reduce the relief and the extent thereof. MDC will take any feedback received from landowners into account before making a final decision.

For remissions on Māori land under development that meets the benefits described in section 114A(3) of the Local Government (Rating) Act 2002, MDC will determine the duration and extent of the rates to be remitted in accordance with section 114(A) and section 114A(5) of the Act.

Decisions

Decisions on the remission and postponement of rates on Māori freehold land may be delegated to MDC staff or a Council committee. All delegations will be recorded in the Council's delegation manual.

Review of Policy

This policy will be reviewed every three years as part of the Long-Term Plan process.

References

Local Government Act 2002

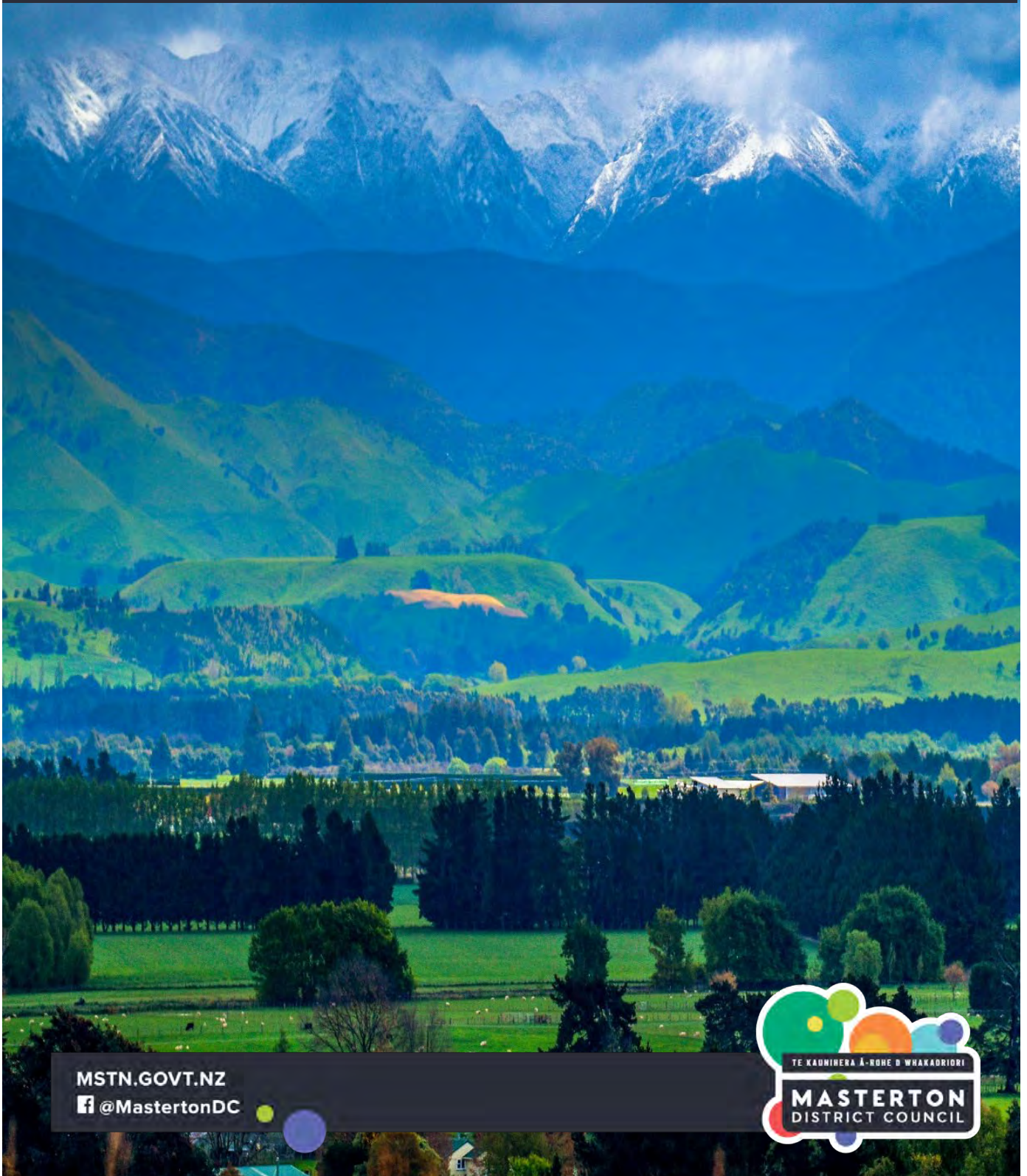
Local Government (Rating) Act 2002

Te Ture Whenua Māori Act 1993

Version Control

Version	Date	Summary of Amendments	Approved By
1	2015	Reviewed as part of the 2015-25 Long-Term Plan process.	Masterton District Council
2	27/6/18	Reviewed as part of the 2018-28 Long-Term Plan process.	Masterton District Council
3	31/3/21	Reviewed as part of the 2021-31 Long Term Plan process.	Masterton District Council
4	March 2024	Reviewed as part of the 2024-34 Long Term Plan process.	Masterton District Council

RATES REMISSION AND POSTPONEMENT ON MĀORI FREEHOLD LAND POLICY REVIEW: CONSULTATION DOCUMENT



MSTN.GOV.T.NZ
f @MastertonDC



This consultation document has been prepared to give effect to the requirements of Section 82 of the Local Government Act 2002. It includes the following sections:

- Background
- What changes are proposed?
- Options considered by Council
- How to have your say
- Further information
- What happens next?

Our Rates Remission and Postponement on Māori Freehold Land Policy is due for review and we would like your feedback on the draft policy. Consultation is open from **Friday 5 April to Monday 6 May**.

Background

All councils are required to have a policy on rates remissions and postponements on Māori Freehold Land and review the policy every six years.

The policy sets out the criteria under which Masterton District Council (MDC) will consider applications for remissions and postponements on Māori Freehold Land in the district. A rates remission is when Council agrees to waive the requirement to pay rates on a property in a particular financial year, either in part or in full. A postponement is when Council agrees that the payments of rates for a particular financial year can be deferred to be paid in the future.

Changes to the rating of Māori Land

The Local Government (Rating of Whenua Māori) Amendment Act 2021 made changes to the rating of Māori land to reduce barriers for landowners. Among other things it:

- expanded the purpose of the Local Government (Rating) Act 2002 to facilitate the administration of rates in a manner that supports the principles set out in the Preamble to Te Ture Whenua Māori Act 1993;
- required Council's policy to support the Preamble principles; and
- enabled landowners to apply to Council for a rates remission while their land is under development, if it meets certain criteria.

Other changes included making most unused Māori freehold land non-rateable, the ability for Council to write off unpaid rates, and enabling landowners to apply to Council for a change in the way their property is treated for rating purposes in certain circumstances. Further information is available on the Te Puni Kōkiri website: www.tpk.govt.nz/en/nga-putea-me-nga-ratonga/whenua-maori/proposed-changes-to-the-rating-of-maori-land.

What changes are proposed?

This is the first time we have reviewed the Rates Remission and Postponement on Māori Freehold Land Policy (the Policy) since changes were made to the rating of Māori land by the Local Government (Rating of Whenua Māori) Amendment Act 2021. We are proposing some amendments to the Policy to ensure it aligns.

Proposed Change 1: Supporting the Preamble of Te Ture Whenua Māori Act 1993

A key change to the rating legislation was expanding its purpose to facilitate the administration of rates in a manner that supports the principles set out in the Preamble to Te Ture Whenua Māori Act 1993.

The Preamble principles are wide ranging with the most relevant to the Policy being:

“...And whereas it is desirable to recognise that land is a taonga tuku iho of special significance to Māori people and, for that reason, to promote the retention of that land in the hands of its owners, their whanau, and their hapu, and to protect wahi tapu: and to facilitate the occupation, development, and utilisation of that land for the benefit of its owners, their whanau, and their hapu...”

We have made amendments to the Policy to reference the Preamble and have proposed a new key policy objective to support the connection of mana whenua and Māori to their traditional lands and resources, and cultural values, where appropriate, through the relief from rates.

Proposed Change 2: Māori Land under development

Changes to the rating legislation included the ability for owners of Māori Freehold Land to apply for a rates remission for the period in which the land is being developed if it meets any or all of the below criteria:

- benefits Māori by providing support for marae in the Masterton district;
- benefits owners by facilitating the occupation, development, and utilisation of the land;
- benefits Masterton by creating new employment opportunities or new homes;
- benefits MDC by increasing the council's rating base in the long term.

We have amended the Policy to state that Māori land under development will be considered for a remission in line with the new legislative criteria.

Proposed Change 3: Other amendments to improve the Policy

We are proposing some other amendments that we think improve the Policy. This includes requiring MDC to advise landowners of any intention to cancel or reduce rates relief and taking any feedback received from landowners into account before making a final decision. We believe this reflects a fairer process for landowners.

We have also made minor edits to improve the flow and readability of the Policy.

Options considered by Council

Council has considered three options in reviewing the policies. Council is required to have a policy under section 102 of the Local Government Act 2002 so revoking the policy is not an option.

Option 1 - Adopt the proposed Rates Remission and Postponement on Māori Freehold Land Policy (Council's preferred option)

Advantages	Disadvantages
<ul style="list-style-type: none"> Provides greater clarity for landowners of their eligibility for rates relief. The policy would better support the principles set out in the Preamble to Te Ture Whenua Maori Act 1993. The policy would align with the requirements of the Local Government (Rating) Act 2002. 	<ul style="list-style-type: none"> No disadvantages identified.

Option 2 - Adopt the proposed Rates Remission and Postponement on Māori Freehold Land Policy with amendments

Advantages	Disadvantages
<ul style="list-style-type: none"> Advantages would depend on the extent of proposed amendments. 	<ul style="list-style-type: none"> Depending on the extent of proposed amendments, further community consultation may be required. The policy may not be finalised in time to take effect for the next financial year (from 1 July 2024).

Option 3 - Do not adopt the proposed Rates Remission and Postponement on Māori Freehold Land Policy (the policy would remain the same as present)

Advantages	Disadvantages
<ul style="list-style-type: none"> The public may be more familiar with the current policy. 	<ul style="list-style-type: none"> The policy would be inconsistent with the requirements of the Local Government (Rating) Act 2002.

Have Your Say

Online – complete an online submission form at mstn.govt.nz (approx. 3-5 min)

Phone – phone us on 06 370 6300 between 9am and 5pm Monday to Friday (excluding public holidays).

Email – email your submission or feedback to submissions@mstn.govt.nz

Download a submission form from our website or pick one up from the Masterton District Library or customer service centre at 161 Queen Street. Post it to Masterton District Council, Freepost 112477, PO Box 444, Masterton 5840 or drop to off to our Customer Service Centre.

Hearing

Those wanting to present their views in person to the Council are able to do so as part of the 2024-34 Long-Term Plan Hearings on 22 and 23 May 2024. You will need to indicate on your submission form that you would like to attend the Hearing.

Further Information

Our draft Rates Remission and Postponement on Māori Freehold Land Policy can be found on our website: mstn.govt.nz.

What happens next?

Following the April/May 2024 consultation period and hearings, all feedback received will be considered by the Council at a deliberations meeting in June. Council will then meet to consider the adoption of the policy on Wednesday 26 June 2024. If adopted, the Policy will take effect from 1 July 2024.

RATES REMISSION AND POSTPONEMENT ON MĀORI FREEHOLD LAND POLICY REVIEW: SUBMISSION FORM

This submission form allows you to give feedback on the Masterton District Council Rates Remission and Postponement on Māori Freehold Land Policy. The estimated time to complete is between 3-5 minutes.

Please provide your feedback by 10am Monday 6 May 2024.

Privacy Statement

All submissions will be made available to the public via the Masterton District Council website. Your name, organisation (if applicable) and feedback will be included in public documents. All other personal details provided will remain private. If you have extenuating circumstances, please contact us prior to the submission closure date to request that your name be withheld.

The Privacy Act 2020 applies when we collect personal details. Further information is available in the Masterton District Council Submission Policy:

<https://www.mstn.govt.nz/council/policies-and-bylaws/policies>

Your Details

Full name (required).....

Organisation (if applicable)

Postal address

.....

Phone

Email

Hearing

The Council will hold a hearing on 22 and 23 May 2024 for those wanting to present their views. This means you will get approximately 5-10 minutes to present your feedback to elected members.

Would you like to present your views at the hearing?

If yes, please make sure your contact details in the previous section were answered correctly so that we can get in touch. You will get a

Yes (in person) Yes (via MS Teams) No

About You

These questions help us understand which parts of the community are providing feedback. Your responses will not be made public with your submission. Only collated data will be reported to Council.

What is your age range?

- Under 20
- 20-29
- 30-39
- 40-49
- 50-59
- 60-64
- 65+

What is your ethnicity? (you may tick multiple boxes)

- Māori
- NZ European
- Pākeha
- Pacific
- Asian
- Other

What is your gender?

- Male
- Female
- Non-binary
- Prefer not to say
- Other

Do you live with impairments/long-term health conditions or do you identify as tāngata whaikaha/disabled?

- Yes
- No
- Prefer not to say

Your Thoughts

We want to know what you think about our proposed changes

Proposal 1: Supporting the Preamble of Te Ture Whenua Māori Act 1993

Do you support the proposed amendments to the Policy to support the principles set out in the Preamble to Te Ture Whenua Māori Act 1993?

- Yes
- No

Proposal 2: Māori Land under development

Do you support the proposed amendment to the Policy to state that Māori land under development will be considered for a remission in line with the new legislative criteria?

- Yes
- No

Proposal 3: Other amendments to improve the Policy

Do you support the proposed amendment to the Policy to require MDC to advise landowners of any intention to cancel or reduce rates relief and taking any feedback received from landowners into account before making a final decision?

- Yes
- No

Is there anything else you would like to note as part of your feedback? (attach separate paper if needed)

.....

.....

.....

7.6 KEY LONG TERM PLAN DOCUMENTATION - ADOPTION FOR CONSULTATION**File Number:****Author:** Karen Yates, General Manager Strategy & Development**Authoriser:** Kym Fell, Chief Executive**PURPOSE**

The purpose of this report is to seek Council adoption of the 2024-34 Long Term Plan (LTP) consultation document, the supporting information for that document (listed below) and the proposed Fees and Charges for 2024/25.

RECOMMENDATIONS

That Council

1. Adopts as supporting information for the 2024-34 Long Term Plan Consultation document:
 - a) The 2024-34 Financial Strategy (Attachment 1);
 - b) The 2024-54 Infrastructure Strategy (Attachment 2);
 - c) Significant Assumptions for the 2024-34 Long Term Plan (Attachments 3A; 3B and 3C);
 - d) Our Work in Detail, incorporating performance measures and cost of service statements for each activity group (Attachment 4);
 - e) Our Costs in Detail, incorporating full financial detail including the financial statements for the 2024-34 Long Term Plan, capital expenditure detail statements, Financial Prudence Benchmarks and Funding Impact Statements and Rating Funding Impact Statements (Attachment 5);
 - f) Policies Relevant to the Long-Term Plan (see Report 7.5 on this agenda):
 - i. Revenue & Financing Policy
 - ii. Consideration of Appropriate Sources of Funding required under Section 101 of the Local Government Act, to support the Revenue and Financing Policy
 - iii. Treasury Management Policy;
 - iv. Rates Postponement Policy;
 - v. Rates Remission and Postponement on Māori Freehold Land Policy; and
 - vi. Rates Remission Policy
 - g) Supporting information for the following consultation issues:
 - i. Town Hall, Library and Archive (Attachment 6)
 - ii. Town Centre Improvements (Attachment 7)
2. Adopts the Proposed Fees and Charges (Attachment 8).
3. Adopts the 2024-34 Long Term Plan Consultation Document for consultation with our community (Attachment 9) and Submission Form (Attachment 10).

4. Delegates authority to the Chief Executive to approve minor edits to the Consultation Document and supporting information in response to final proofing.

CONTEXT

The Local Government Act 2002 (LGA) requires Councils to:

- prepare and adopt a Long-Term Plan (LTP) every three years
- produce a consultation document to aid engagement on the LTP
- prepare specific strategy and policy documents to support the LTP

The LTP outlines the long-term direction for the activities we plan to deliver throughout the Masterton district. It states the vision and outcomes we want to achieve for our community, and what we intend to do over the next 10 years, including:

- the services we will provide,
- the projects we will undertake,
- how much we will spend,
- how we will pay for everything and
- how we will measure success.

The LTP Consultation Document must:

- fairly represent the matters proposed for inclusion in the LTP in a way that can be readily understood by interested or affected people;
- explain the overall objectives of the proposals, and how rates, debt, and levels of service might be affected; and
- explain what significant choices face the district, and the consequences of those choices.

The Financial and Infrastructure Strategies, and the Significant Assumptions, are key supporting documents for the LTP Consultation Document providing more detail about our strategies, assumptions and contextual information that has been considered. The content for the Consultation Document and supporting information discussed in this report have been developed in alignment with requirements of the Local Government Act 2002. For the Consultation Document we have also drawn on examples of best practice.

Supporting information includes:

- Financial Strategy (Attachment 1)
- Infrastructure Strategy (Attachment 2), and
- Significant Assumptions (Attachments 3A-3C).
- Our Work in Detail, incorporating performance measures and cost of service statements for each activity group (Attachment 4);
- Our Costs in Detail, incorporating the financial statements for the 2024-34 Long Term Plan (Attachment 5);

- Other Policies relevant to the Long-Term Plan and Consideration of Appropriate Sources of Funding required under Section 101 of the Local Government Act, to support the Revenue and Financing Policy (see Report 7.5 on this agenda)
- Information on two key consultation issues – the Town Hall, Library and Archive (Attachment 6) and the Town Centre (Attachment 7).

The Consultation Document (Attachment 9), along with the supporting documentation (attachments to this report) have been reviewed by Audit New Zealand ahead of Council's adoption for consultation.

Within the context of this report, Council is being asked to adopt the supporting information, the 2024-34 LTP Consultation Document (CD) (Attachment 9), Submission Form (Attachment 10) and the Proposed Fees and Charges (Attachment 8) for consultation with our community.

Consultation will run from Friday 5 April 2024 through until 10.00am on Monday 6 May 2024. Feedback and submissions from our community will be considered in May 2024, with hearings scheduled for Wednesday 22 and Thursday 23 May 2024. Deliberations will take place on Wednesday 5 June 2024, and the final LTP is scheduled for adoption on Wednesday 26 June 2024.

ANALYSIS AND ADVICE

Work on the 2024-34 Long Term Plan commenced over a year ago. A series of council workshops have been held to inform the development the 2024-34 LTP Consultation Document, its supporting information and the proposed Fees and Charges. Workshops have included consideration and discussion of levels of service for council activities, asset management plans for infrastructure assets, and key assumptions that underpin the asset, activity and financial planning. All this content has been fed into the draft Infrastructure and Financial Strategies and our draft Consultation Document.

2024-34 LTP CONSULTATION DOCUMENT

The key content of the Consultation Document focuses on four 'big issues' that are included for consultation:

- The Town Hall, Library and Archive
- Town Centre Improvements
- Change to Council Funding
- Changes to Services.

It also includes key information relating to:

- The Infrastructure Strategy, including an overview of key capex projects for the next 10 years and forecast infrastructure expenditure for the next 30 years.
- The Financial Strategy, and some additional financial content, including how much the plan will cost, how we intend to pay for that, our plans for borrowing and other funding.
- The assumptions, our response to those, and other key work we are progressing.

Rates are a key source of funds and the LTP incorporates proposed increases in the rates required each year. In year 1 the percentage average increase in rates required, after growth is 10.6%. The impact of that rates increase on different types of rateable properties will vary depending on the Revenue & Financing Policy changes and the new property valuations that will be used to calculate the 2024/25 rates. Further financial detail is available in supporting documents.

SUPPORTING INFORMATION

1. Financial Strategy and Infrastructure Strategies

The Financial Strategy and Infrastructure Strategy support the Consultation Document. These strategies provide the foundations that support prudent asset and financial management over the long-term. The process for developing these strategies is aligned, and the documents must reflect each other.

The **Financial Strategy** focuses on the financial implications, constraints, and consequences of Council's policy and service delivery options, and is a top-down direction for the way in which these will be managed. The Council's financial projections for the ten years have been developed using a financial model that builds up the financial data from base level budgets for operating revenue and expenditure, capital expenditure and funding in the form of rates, loans, external grants and Council reserves. The Financial Strategy sets limits on rates increases and debt limits and it shows how a balanced budget is achieved. It is designed to show prudent long term financial management.

The **Infrastructure Strategy** details the significant infrastructural issues that are likely to arise over the next 30 years, including their financial and non-financial consequences, and the options for managing them. The infrastructure strategy is the culmination of the supporting asset management plans.

The LGA requires that both strategies are adopted by Council as part of the 2024-34 LTP.

These strategies are key documents underpinning our Long-Term Plan and are included as Attachment 1 and 2.

2. Significant Assumptions

Forecasting assumptions are one of the building blocks for the LTP. Forecasts of growth and demand are major drivers of expenditure and help inform financial forecasts.

In the LTP we must disclose all significant forecasting assumptions and risks, the level of uncertainty associated with each assumption and the potential effect of that uncertainty on financial estimates.

Our Significant Assumptions consist of three parts (Attachment 3A-3C):

- Part 1 - Growth Assumptions, including population, household, demographic and economic assumptions
- Part 2 - Climate Change Assumptions
- Part 3 – Financial and Other Assumptions

3. Our Work in Detail

This document brings together key information about Council activities including how these activities contribute to wellbeing for our community, how we will measure our performance and the cost-of-service statements for each activity. This document is included as Attachment 4.

4. Our Costs in Detail

This document includes all the financial statements relevant to the 2024-34 Long Term Plan and is included as Attachment 5.

Our Costs in Detail includes the financial statements for ten years with supporting notes and accounting policies. It also includes the Rating Funding Impact Statement, and the financial disclosures that are required under the Local Government Act 2002 known as financial prudence benchmarks and funding impact statements.

5. Other Policies Relevant to the Long-Term Plan

The Long-Term Plan also requires us to have key Council policies in place. These policies include:

- Revenue and Finance Policy
- Consideration of Appropriate Sources of Funding required under Section 101 (3) of the LG Act 2002, a supporting document to the Revenue and Financing Policy.
- Treasury Management Policy – incorporating Investment Management and Liability Management Policies
- Rates Postponement Policy
- Rates Remission Policy
- Rates Remission and Postponement on Māori Freehold Land Policy

The listed policies and supporting document for the Revenue and Finance Policy are discussed in Report 7.5 also included in this agenda.

PROPOSED FEES AND CHARGES

Council is also consulting on proposed changes to Fees and Charges, which were reviewed as part of the development of the 2024-34 Long Term Plan. Proposed key changes include:

- All fees and charges will be increased by at least the rate of inflation, some by 10% in order to offset the level of rates increase.
- Changes to fees and charges to reflect the revised Revenue and Finance Policy.

A copy of the Proposed Fees and Charges is included as Attachment 8.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages	
1	Adopts the 2024-34 Long Term Plan Consultation Document, supporting information and Proposed Fees and Charges for consultation.	<ul style="list-style-type: none"> • Council adopts the documents and content that has been reviewed by Audit NZ. • Consultation is able to commence on 5th April 2024, as scheduled. • This would enable Council to adhere with timelines for adoption of the final Long-Term Plan by 30 June 2024. 	No disadvantages have been identified.
2	Delays the adoption of the 2024-34 Long Term Plan Consultation Document, or any of the supporting information, or the Proposed Fees and Charges.	No advantages have been identified.	<ul style="list-style-type: none"> • Will compromise consultation timelines. • Could result in additional audit costs. • Has implications for meeting legislative timeframes for adopting the LTP.

Recommended Option

Option 1 is recommended. This will ensure that we launch consultation on schedule and keep on track to meet both project and legislative timeframes.

SUPPORTING INFORMATION

Strategic, Policy and Legislative Implications

The Local Government Act 2002 (LGA) is the primary legislative Act driving the requirements for the LTP, the CD, and all of the related LTP supporting information.

The LGA stipulates the frequency of when councils are required to prepare and adopt an LTP (every three years); details what must be included in the LTP and specifies what is considered supporting information. It also requires Councils to consult using the Special Consultative Procedure.

We have developed the 2024-34 Consultation Document and supporting information with legal requirements in mind. These documents have been reviewed by Audit New Zealand.

Significance, Engagement and Consultation

The Consultation Document is the primary source of information for consultation on the 2024-34 Long Term Plan. Consultation is scheduled to run from 5th April 2024 to 10.00am on Monday 6th May 2024. Supporting information will also be made available for members of our community during the consultation period. The community can provide feedback/comment on any matter included in the Consultation Document or supporting information. As required by legislation, we are planning to consult following the requirements of the Special Consultative Procedure.

Financial Considerations

The LTP is the basis for the Council's budgets for the next ten years, so it has wide ranging financial implications. Full financial detail is available in the supporting documents.

The Council engages Audit New Zealand to review the documents that Council are being asked to adopt in this report. The cost of the audit can be influenced by the audit process. Delaying adoption for any reason could result in additional audit costs.

In addition to audit costs:

- The Financial Strategy outlines how we intend to fund Council activities, and service and fund our Infrastructure requirements (as outlined in the Infrastructure Strategy), for the next 30 years.
- The Proposed Fees and Charges outline proposed changes to fees and charges for the 2024-34 LTP.
- The assumptions specify what financial information we have drawn on when developing our plan and what assumptions we have made about things like interest rates, borrowing and rates of inflation.
- The Revenue and Financing Policy (see Report 7.5 included in this agenda) defines how the Council will fund its activities and divide up the local government rates across the properties in the District.

- The Consultation Document reflects key projects and decisions that will influence rates for our community over the next 10 years.
- Together these are an important suite of documents that will influence our community for the next 10 years and beyond.

Treaty Considerations/Implications for Māori

The issues included in the Consultation Document and supporting information will have implications for Māori, and other members of our community. It is important for Māori to share their views and provide feedback on these issues during the consultation period. Our Consultation Plan includes engagement with Māori regarding these proposals.

Communications/Engagement Plan

A Communications Plan has been developed to support the consultation period. A range of different methods and approaches will be used to reach different members of our community and encourage submissions.

Environmental/Climate Change Impact and Considerations

No implications specific to the Environment/Climate Change have been identified in relation to the recommendations made in this report. However, the content proposed in the 2024-34 Long Term Plan Consultation Document provides information on what Council has planned or underway as a response to addressing impacts of climate change. Our budgets also reflect the investment we are planning to make in environmental/climate change related initiatives/programmes.









NEXT STEPS

The next steps for the 2024-34 LTP are outlined below:

5 April 2024	<ul style="list-style-type: none"> • Public consultation commences
6 May 2024	<ul style="list-style-type: none"> • Public Consultation closes at 10am
22 and 23 May 2024	<ul style="list-style-type: none"> • LTP Hearings are scheduled
5 June 2024	<ul style="list-style-type: none"> • LTP deliberations
26 June 2024	<ul style="list-style-type: none"> • Council adoption of the final 2024-34 LTP

ATTACHMENTS

1. **Attachment 1 Financial Strategy (under separate cover)** 
2. **Attachment 2 Infrastructure Strategy (under separate cover)** 

3. Attachments 3A, 3B and 3C Assumptions (under separate cover) 
4. Attachment 4 Our Work in Detail [↓](#) 
5. Attachment 5 Our Costs in Detail [↓](#) 
6. Attachment 6 Town Hall, Library and Archive Supporting Information [↓](#) 
7. Attachment 7 Town Centre Improvements Supporting Information [↓](#) 
8. Attachment 8 Proposed Fees and Charges Schedule [↓](#) 
9. Attachment 9 Consultation Document [↓](#) 
10. Attachment 10 Submission Form [↓](#) 

OUR WORK IN DETAIL TE WHAKANIKONIKO O NGĀMAHI

Section Contents

Roads and Footpaths.....	3
Water Supply.....	7
Wastewater Services.....	11
Stormwater.....	15
Solid Waste Management.....	18
Community Facilities and Parks.....	21
Regulatory Services.....	29
Leadership, Strategy and Corporate Services.....	35

Roads and Footpaths

We provide a safe and efficient local transport network throughout the Masterton district. This involves the construction, management and maintenance of road, street and footpath networks including pavements, bridges, traffic services, on and off-street parking and streetlights.

For more information on local transport network assets, refer to the Infrastructure Strategy on page 51 or the Asset Management Plan via our website.

Why do we do it?

Our roads and footpaths activity ensures that the Masterton district has a local transport network that meets the current and future needs of our community.

The network supports the social and cultural wellbeing of our people, allowing them to move freely and safely around the district, providing easy access to employment, services, recreational and cultural activities. The network also supports economic wellbeing by enabling efficient transportation of goods and provides access for critical services such as power, telecommunications, water supply and waste disposal. Our footpaths and cycling lanes support environmental wellbeing by enabling people to move about the district on bicycles or on foot.

This activity contributes to the following community outcomes:

- An Engaged and Empowered Community
- A Thriving and Resilient Economy
- Efficient, Safe and Effective Infrastructure

Our 10-year priorities

Key priorities for roads and footpaths over the next 10 years include:

- Progressing work on a Road Prioritisation Framework to consider how we best manage roads into the future
- Renewing our roads to improve condition and safety. Over the 10 years of the Long-Term Plan we are investing \$19.8 million in road improvement projects and \$87.6 million in urban and rural road renewals. Funding from Waka Kotahi for the maintenance and renewals amounts to \$83.8 million over the 10 years.
- Improving the Mataikona Road to protect it from coastal erosion and ensure we maintain access to this area of our district. We are investing \$26.3 million over the 10 years, commencing in Year 2.
- Continuing with the reinstatement work following the damage caused by Cyclone Gabrielle, with \$6.7 million to be invested in Year 1.
- Improving the standard of our footpaths to meet community expectations and changing future demand. We are investing \$7.4 million over 10 years to achieve this, in addition to the CBD footpaths that are part of the Masterton Revamp.

Delivery of the projects above will result in an improved level of service over time as the additional work is completed, providing a higher standard of footpaths and roads.

A full list of planned capital expenditure projects is provided under 'Our Costs in Detail'.

Potential negative effects

The potential negative effects of providing this activity are:

- contribution to accident and injury rates through road use,
- air, climate and water pollution due to vehicle emissions,
- traffic noise as a result of vehicle use, and
- temporary noise, dust and traffic congestion as a result of road construction and maintenance.

We mitigate these effects through our ongoing maintenance and improvement programme which aims to deliver a safe and reliable transport network. All construction and maintenance activity is planned to minimise disruption during works.

We also support initiatives that promote environmentally-friendly transportation and road safety; and will address water pollution from vehicles via our Stormwater Management Plan.

How do we measure success?

What we do: Provide safe and well-maintained roading, footpath and on-road cycling networks

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
Meeting our commitment to delivering safe, well-maintained roads and footpaths that meet the needs of our community	Number of fatalities and serious injury crashes on the local road network.	No fatalities and nine serious injury crashes.	No more than the 5 year average
	Average quality of ride on a sealed local road network, measured by smooth travel exposure.	94%	Maintain or improve on 90%
	Percentage of sealed local road network that is resurfaced.	1.9%	Maintain within 5-7%
	Percentage of footpaths where the condition falls within the level of service defined in the Asset Management Plan.	91.7%	90% of footpaths are rated Excellent, Good or Average
	Percentage of urgent customer service requests responded to within two days.	98.9%	95% within specified timeframe

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
	<p>Percentage of non-urgent customer service requests responded to within the timeframes specified in the Asset Management Plan and placed on appropriate maintenance programme. (Specified response times for non-urgent requests vary by category, ranging from 7 days to 30 days).</p>	<p>82.9%</p>	<p>70% within specified timeframe</p>
	<p>Why this is important: These measures have been developed by the Department of Internal Affairs - Te Tari Taiwhenua (DIA) and all councils must report on these. They reflect a range of information about our asset condition and responsiveness to service requests that assists us in managing these assets and our service delivery. They also enable us to benchmark against other councils.</p>		

Cost of service statement

ROADING											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Operating Costs										
6,476,144	Road maintenance - subsidised	7,483,343	7,776,434	8,227,066	8,420,250	8,641,300	8,885,048	9,069,414	9,291,394	9,525,606	9,705,417
1,407,636	Road maintenance - non-subsidised	1,789,440	1,859,405	2,019,800	2,173,505	2,249,135	2,372,695	2,484,066	2,501,915	2,620,542	2,729,212
8,752,342	Depreciation	10,072,703	10,184,602	11,740,861	12,342,038	12,725,715	13,782,157	14,384,723	12,302,556	13,992,015	14,247,570
16,636,027		19,325,486	19,819,421	21,987,517	22,835,793	23,616,150	25,039,900	25,938,203	24,095,866	25,738,163	26,682,199
	Operating Income										
3,085,838	Waka Kotahi subsidy (on maint)*	3,641,716	3,753,474	3,989,038	4,059,065	4,154,377	4,248,114	4,337,833	4,428,681	4,524,871	4,615,536
200,000	Local authority petrol tax	200,000	206,200	216,400	215,200	220,400	225,400	230,200	235,000	240,000	244,800
696,000	Other recoveries - incl financial contributions	696,000	2,498,878	1,700,992	703,296	705,792	706,192	710,486	712,800	715,200	717,504
3,981,838		4,537,716	6,458,550	5,896,430	4,977,561	5,080,569	5,181,706	5,278,529	5,376,481	5,479,871	5,575,840
	Appropriations										
(180,000)	Transfers from reserves	(340,000)	(340,000)	(290,000)	(180,000)	(160,000)	(160,000)	(160,000)	(160,000)	(160,000)	(160,000)
1,100,000	Transfers to reserves	1,100,000	2,900,000	2,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
67,212	Provision for loan repayments	163,645	224,838	272,571	343,208	369,805	431,857	490,136	526,502	599,699	683,601
(9,172,410)	Reverse depreciation**	(9,390,000)	(9,300,000)	(10,400,000)	(10,400,000)	(10,700,000)	(11,400,000)	(12,100,000)	(9,500,000)	(11,000,000)	(11,400,000)
\$5,459,191	Rates Requirement	\$6,351,415	\$6,845,407	\$ 7,789,669	\$ 8,821,440	\$ 8,145,166	\$ 9,030,051	\$ 9,997,899	\$ 10,685,890	\$ 10,797,991	\$ 11,309,601

* Current subsidy income is shown in the Capital Expenditure Summary
 ** Most depreciation is reversed to arrive at the rates requirement. Reverse depreciation is shown in the Capital Expenditure Summary report from current revenue.

Water Supply

We provide treated water that is safe to drink through the Masterton urban reticulation system, Tinui and the Waingawa industrial area. In rural areas, we provide non-drinking water to rural schemes and water race supplies.

We own and maintain a network of water mains, trunk mains, tanks, reservoirs and water treatment facilities at Kaituna and Tinui.

For more information on water supply assets, refer to the Infrastructure Strategy on page 45 or the Asset Management Plan via our website.

Why do we do it?

Our water supply activity contributes to wellbeing by ensuring residents and visitors have access to clean, safe water, and by providing that water with minimal environmental impact. Through this activity we contribute to our community's health and safety, support residential and commercial water needs and protect the environment.

This activity contributes to the following community outcomes:

- A Sustainable and Healthy Environment
- A Thriving and Resilient Economy
- Efficient, Safe and Effective Infrastructure

Our 10-year priorities

Key priorities for water supply over the next 10 years include:

- Renewing our oldest water pipes to prevent water lost through leakage. A total of \$29 million has been allowed over the 10 years of the Long-Term Plan for urban water infrastructure renewals, including trunk mains carrying bulk water into the urban area and renewing the water main in Queen Street (Masterton's CBD).
- Increased water storage is a feature of our 10 year plan. Construction of larger raw water storage ponds at the Kaituna water treatment plant in years 2 to 4 (\$8.4 million) and the addition of more treated water storage (a new reservoir) in years 3 and 4 (\$7.9 million).
- Urbanisation of the Millard Avenue water supply. \$863,002 has been allowed for this in Year 2.
- Developing an equitable charging regime for water use following the installation of water meters on all residential properties in Masterton. \$200,000 has been allocated in Year 1 to complete the water meter project. The water meters will enable improved leak detection and raise awareness of water usage that will enhance water conservation.
- Maintaining a safe water supply by meeting all legal requirements and working alongside private/rural water suppliers to ensure long-term water quality.

Delivery of the projects above will result in an improved level of service, as our water supply becomes more secure and resilient.

A full list of planned capital expenditure projects is provided under 'Our Costs in Detail'.

We mitigate the potential for contaminated water supply through our operational procedures, which include regular monitoring and treatment, in accordance with New Zealand Drinking Water Standards.

Potential negative effects

The potential negative effects of providing this activity are:

- delivery of contaminated water through our system, and
- over-extraction of water.

We mitigate the potential for contaminated water supply through our operational procedures, which include regular monitoring and treatment, in accordance with New Zealand Drinking Water Standards.

Potential over-extraction is mitigated through compliance with resource consent conditions on water- take and the use of water restrictions when required.

How do we measure success?

What we do: Deliver safe drinking water efficiently and effectively to urban households

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
Meeting our commitment to providing a safe, effective and efficient water supply	Number of complaints received about drinking water clarity, taste, odour, pressure or flow, continuity of supply or the Council's response to any of these issues.	4.88 complaints per 1,000 connections	Less than or equal to 6 complaints/1,000 connections
	Response time to call-outs to a fault or unplanned interruption to the Council's networked reticulation system:		
	a. attendance at urgent call outs (from notification to arrival on site).	50 minutes	60 minutes or less
	b. resolution of urgent call outs (from notification to confirmation of resolution).	113 minutes	480 minutes or less
	c. attendance at non-urgent call outs (from notification to arrival on site).	69 minutes	7 days or less
	d. resolution of non-urgent call outs (from notification to confirmation of resolution).	108 minutes	3 months or less
	Council's drinking water supply complies with:		
	a. Drinking Water Quality Assurance Rules (DWQAR) - Bacterial Compliance.	Not achieved	Fully compliant
	b. Drinking Water Quality Assurance Rules (DWQAR) - Protozoal Compliance	Fully compliant	Fully compliant
	Percentage of real water loss from the Council's reticulation system (calculated using minimum night flow).	32.4%	Year 1: No more than 32.4% From Year 2: Establish the target as part of the Annual Plan process taking water meter trial data into consideration.

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
	Average consumption of drinking water per day per resident within the district.	Not Achieved: 586 litres/person/day	Year 1: No more than 578 litres/person/day From Year 2: Establish the target as part of the Annual Plan process taking water meter trial data into consideration.
<p>Why this is important: These measures have been developed by the DIA and all councils must report on these. They reflect a range of information about our asset condition, compliance matters and responsiveness to service requests that assists us in managing these assets and our service delivery. They also enable us to benchmark against other councils.</p>			

Cost of service statement

URBAN WATER SUPPLY											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1,742,975	Water treatment costs	1,776,138	1,824,194	1,886,289	2,179,077	2,351,606	2,385,179	2,400,775	2,439,275	2,452,887	2,479,279
1,444,008	Water reticulation costs	1,673,857	1,815,805	1,886,583	2,180,786	2,433,600	2,526,829	2,536,197	2,589,311	2,584,097	2,651,150
2,093,372	Depreciation	2,455,536	2,507,055	2,910,886	2,998,185	3,253,695	3,581,073	3,659,337	3,702,437	4,048,595	4,079,943
5,280,355		5,905,531	6,147,054	6,673,758	7,368,048	8,038,901	8,503,081	8,596,310	8,702,023	9,086,589	9,210,372
	Operating Income										
313,478	User charges	350,024	383,948	237,095	243,772	250,482	256,908	263,142	269,375	275,365	281,620
130,800	Internal Recoveries	88,000	80,640	82,664	84,864	97,064	99,264	101,376	103,488	105,600	107,712
444,278		438,024	464,588	320,759	328,636	347,546	356,172	364,518	372,863	380,965	389,332
	Appropriations										
291,117	Provision for loan repayments	360,050	442,778	564,770	739,182	908,300	986,641	1,044,374	1,104,341	1,168,890	1,170,375
(805,000)	Reverse depreciation	(630,000)	(650,000)	(985,000)	(1,200,000)	(1,300,000)	(1,440,000)	(1,450,000)	(1,500,000)	(1,700,000)	(1,550,000)
\$4,522,184	Rates Requirement	\$5,136,957	\$ 5,485,242	\$ 6,113,789	\$ 6,568,594	\$ 7,299,885	\$ 7,883,550	\$ 7,826,166	\$ 7,933,501	\$ 8,174,484	\$ 8,441,415

RURAL WATER SUPPLIES											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
283,355	Rural water supplies & races	289,712	298,898	305,617	313,185	320,490	327,630	334,502	341,300	348,184	354,991
184,589	Depreciation	161,078	162,078	181,439	182,584	184,081	183,267	184,872	186,104	214,200	215,487
477,944		450,790	460,976	487,056	495,769	504,571	510,897	519,374	527,404	562,384	570,478
	Operating Income										
236,800	Rural water scheme charges	250,000	258,482	285,185	272,555	280,125	287,346	294,318	301,280	308,013	314,885
	Appropriations										
5,928	Provision for loan repayment	6,553	6,963	7,392	7,833	8,313	8,807	9,326	9,864	10,435	11,031
(84,455)	Reverse depreciation	(40,255)	(38,023)	(50,415)	(48,350)	(46,312)	(48,124)	(47,454)	(45,814)	(57,294)	(55,707)
\$152,816	Rates Requirement	\$187,088	\$ 171,452	\$ 179,048	\$ 182,567	\$ 186,442	\$ 193,234	\$ 186,926	\$ 200,254	\$ 207,612	\$ 210,817

Wastewater Services

Wastewater services are provided to approximately 9,600 separate connected residential, commercial and industrial properties in the urban area, Waingawa industrial area, Riversdale, Castlepoint and Tinui. The services include maintaining our network of pipes, pump stations, treatment plants, wetland cells and a waste stabilisation pond. The system provides for efficient and safe collection, treatment and disposal of wastewater, which drains from things like our toilets, showers, baths, sinks, washing machines and dishwashers.

For more information on wastewater assets, refer to the Infrastructure Strategy on page 47 or the Asset Management Plan via our website.

Why do we do it?

Our wastewater activity contributes to wellbeing by protecting the health and safety of our community, supporting residential and business development, and ensuring that wastewater disposal has minimal impact on the natural environment.

This activity contributes to the following community outcomes:

- A Sustainable and Healthy Environment
- A Thriving and Resilient Economy
- Efficient, Safe and Effective Infrastructure

Our 10-year priorities

Key priorities for wastewater over the next 10 years include:

- From year 8, in preparation for the consent renewal, looking to enhance the performance of the Homebush Wastewater Treatment Plant by developing more irrigation areas which will enable us to reduce the amount of treated wastewater that is discharged to water. A total of \$2.5 million has been allowed in this plan to increase irrigation at Homebush in year 8. In years 9 and 10 there is investment in resource consent renewal options development.
- Ongoing renewal work on wastewater infrastructure in the urban area, and at Castlepoint and Riversdale. Across the 10 years of this Long-Term Plan, \$23.1 million has been allowed for reticulation renewals work.
- Improving wastewater services in the Millard Avenue area to urban standards. \$1.4 million has been allowed in Year 2 for this work.

Delivery of the projects above will maintain or improve the level of service provided, in particular as we urbanise Millard Avenue and provide greater environmental protection through enhancements at the Homebush Wastewater Treatment Plant.

A full list of planned capital expenditure projects is provided under 'Our Costs in Detail'.

Potential negative effects

The potential negative effects of providing this activity are:

- pollution of rivers and streams,
- overflows or breakages that may have localised negative effects on the environment and public health, and
- odour.

We mitigate these potential effects by ensuring our infrastructure is fit for purpose. A major upgrade to the Homebush Wastewater Treatment Plant was completed in 2015/16. The plant is actively managed and monitored to ensure compliance with resource consent requirements. Our maintenance and renewal programme ensures that the plant, sewer pipes and other wastewater infrastructure remain effective.

How do we measure success?

What we do: Deliver safe and acceptable systems for the collection, transfer and disposal of wastewater

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
Meeting our commitment to providing a safe and reliable wastewater service and minimising environmental impacts of this service	Number of complaints received about sewerage odour, system faults, system blockages and the Council's response to issues with its sewerage system.	26.56 complaints/1,000 connections (257 complaints)	Less than or equal to 8 complaints/1,000 connections
	Median response time to sewerage overflows resulting from a blockage or other fault to the Council's sewerage system:		
	a. attendance (from time of notification to the time service personnel arrive onsite).	52 minutes	6 hours or less
	b. resolution (from time of notification to the time service personnel confirm resolution).	102 minutes	12 hours or less
	Number of dry weather sewerage overflows from the Council's sewerage system.	0.41 complaints/1,000 connections (4 complaints)	Less than or equal to 2/1000 connections
	Compliance with the Council's resource consents for discharge from its sewerage system measured by the number of abatement notices, infringement notices, enforcement orders or convictions received by MDC in relation to those consents.	Not Achieved. One abatement notice served.	100% compliance
	Why this is important: These measures have been developed by DIA and all councils must report on these. They reflect a range of information about our asset condition, compliance matters and responsiveness to service requests that assists us in managing these assets and our service delivery. They also enable us to benchmark against other councils.		

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
Meeting our commitment to continuity of service	Alternative system provided where loss of service exceeds 24 hours.	16.53/1,000 connections. One hundred and sixty portaloos provided.	Less than or equal to 1 per 1,000 connections
	<p>Why this is important: We have committed to supplying wastewater services to households connected to our wastewater systems. Our community relies on this service so when there are extended service disruptions, we will provide an alternative supply.</p>		

Cost of service statement

WASTEWATER SERVICES - URBAN											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1,612,534	Operating Costs	2,385,693	1,925,565	1,859,570	1,977,857	2,017,964	2,043,385	2,049,186	2,066,098	2,080,200	2,082,957
2,824,260	Sewerage reticulation	2,640,702	2,544,142	2,512,772	2,445,301	2,427,016	2,359,870	2,257,958	2,167,512	2,182,428	2,091,398
3,411,153	Wastewater treatment	3,277,722	3,315,408	3,888,181	3,724,766	3,763,295	4,071,983	4,092,781	4,111,210	4,176,565	4,220,563
7,847,947	Depreciation	8,304,117	7,785,115	8,160,523	8,147,924	8,208,276	8,475,218	8,389,925	8,344,820	8,448,993	8,394,918
540,993	Operating Income	1,065,000	564,490	598,355	613,755	629,155	644,080	659,430	672,810	686,665	701,085
	User Charges & lease income										
	Appropriations										
	Transfers from reserves										
2,373,438	Provision for loan repayments	2,822,421	2,793,951	2,852,803	2,988,947	3,088,558	3,287,991	3,447,820	3,717,076	4,004,150	3,928,807
(12,123,441)	Reverse depreciation	(1,850,000)	(1,500,000)	(1,450,000)	(1,600,000)	(1,600,000)	(1,750,000)	(1,700,000)	(1,700,000)	(1,750,000)	(1,300,000)
\$7,556,951	Rates Requirement	\$8,011,538	8,484,576	8,964,971	8,923,116	9,067,678	9,369,159	9,529,415	9,699,086	10,016,458	10,322,660

WASTEWATER SERVICES - RURAL											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
134,601	Operating Costs	155,568	180,588	184,498	188,600	172,884	175,707	180,600	184,512	189,414	192,314
212,207	Castlepoint sewerage scheme	187,082	191,867	187,251	181,673	175,881	171,320	174,688	178,084	181,398	184,708
21,814	Riversdale Beach sewerage scheme	23,609	24,240	24,702	25,236	25,796	26,506	26,802	27,325	27,919	28,507
547,858	Tinui sewerage scheme	464,523	466,924	523,532	526,208	528,856	579,103	581,893	587,908	639,879	643,068
816,479	Depreciation	840,792	843,636	899,983	901,717	903,317	953,436	964,093	977,828	1,037,708	1,048,697
30,155	Operating Income	40,155	41,361	42,285	43,280	44,294	45,299	46,283	47,228	48,182	49,156
170,000	User charges & other income										
200,155	Riversdale Beach capital contributions	210,155	211,361	212,285	213,280	214,294	215,299	216,283	217,228	218,182	219,156
	Appropriations										
(50,000)	Transfers from reserves	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	-	-	-	-	-
170,524	Provision for loan repayments	180,802	184,570	205,244	217,360	224,408	10,296	10,913	9,595	10,158	10,744
(395,277)	Reverse depreciation	(287,032)	(292,032)	(334,327)	(334,327)	(327,327)	(182,327)	(189,327)	(167,327)	(160,327)	(127,327)
\$441,570	Rates Requirement*	\$474,207	484,813	508,815	521,460	536,104	586,106	586,416	602,966	669,347	712,858

* Note: Includes Riversdale Beach Sewerage Scheme capital contributions that are being paid off over 20 years via rates. Currently 32 properties.

Stormwater

We provide stormwater systems, including the use of natural channels and streams, to collect and dispose of surface water run-off from residential, commercial and industrial properties in the urban area. The stormwater system in rural areas is primarily open drains.

We own and maintain a network of pipes, manholes and river stopbanks along the Waipoua and Ruamāhanga Rivers. We also contribute to designated stopbank protection works on the Waipoua, Waingawa and Ruamāhanga Rivers.

For more information on stormwater assets, refer to the Infrastructure Strategy on page 49 or the Asset Management Plan via our website.

Why do we do it?

Our stormwater system contributes to wellbeing by minimising the impact of significant events, such as flooding, protecting the health and safety of our community.

This activity contributes to the following community outcomes:

- A Sustainable and Healthy Environment
- A Thriving and Resilient Economy
- Efficient, Safe and Effective Infrastructure

Our 10-year priorities

Key priorities for stormwater over the next 10 years include:

- Stormwater renewal work to maintain our stormwater infrastructure. \$7.1 million has been allowed over the 10 years of this Long-Term Plan for renewals work.
- Investigating and implementing improved stormwater treatment methods. Funding of \$1.9 million has been allocated across Years 4 to 7.
- Continuing our flood protection work to decrease the likelihood of flooding impacting our urban area. To do this, we will continue to work alongside GWRC to address the level of flood protection in the urban area and ensure streams are kept clear of weed and sediment. \$456,750 has been allowed across Years 1 to 4. In addition \$2.2 million has been allowed as our contribution to stopbank upgrading in years 2 and 3.

Delivery of the projects above will maintain or improve the level of service, lessening the impact of significant flooding events on our community.

A full list of planned capital expenditure projects is provided under 'Our Costs in Detail'.

Potential negative effects

The potential negative effects of providing this activity are:

- flooding of property, and
- discharge of polluted stormwater.

We mitigate these effects by operating stormwater activities within resource consent criteria. This ensures any environmental impact is minimised. We also undertake a maintenance and renewals programme to minimise any flooding caused through failure or blockages of the system.

How do we measure success?

What we do: Deliver stormwater systems efficiently and effectively to protect public health and private property

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
Meeting our commitment to providing a reliable stormwater service	Number of flooding events that occur in the district.	Achieved. 5 flooding events	10 events or less
	For each flooding event, the number of habitable floors affected.	Achieved. 0/1,000 connections. No habitable floors affected.	Less than or equal to 1/1000 connections
	Compliance with Councils resource consents for discharge from its stormwater system measured by the number of abatement notices, infringement notices, enforcement orders or convictions received by the Council in relation to those consents.	100% compliance	100% compliance
	Number of complaints received about the performance of the Council's stormwater system.	Not Achieved. 10.11 complaints. 1,000 connections (91 complaints)	No more than 3/1000 connections
	Median response time to attend a flooding event (from time of notification to the time service personnel arrive onsite).	Achieved. 21 minutes.	60 minutes or less
	<p>Why this is important: These measures have been developed by the DIA and all councils must report on these. They reflect a range of information about our asset condition, compliance matters and responsiveness to service requests that assists us in managing these assets and our service delivery. They also enable us to benchmark against other councils.</p>		

Cost of service statement

STORMWATER											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Operating Costs										
561,334	Stormwater	638,754	652,772	741,368	808,725	818,892	840,829	845,710	857,400	881,591	888,484
594,302	Depreciation	609,538	619,705	728,173	764,875	792,821	883,862	904,028	924,562	1,014,251	1,027,121
1,155,636		1,248,292	1,272,477	1,469,541	1,573,600	1,611,713	1,724,791	1,749,738	1,781,962	1,895,842	1,915,605
	Operating Income										
-	User charges & other income	-	-	-	-	-	-	-	-	-	-
	Appropriations										
39,567	Provision for loan repayments	42,897	46,212	75,154	102,747	107,922	113,984	120,357	62,147	85,254	88,516
(272,987)	Reverse depreciation	(250,000)	(150,000)	(200,000)	(100,000)	(120,000)	(120,000)	(120,000)	(90,000)	(90,000)	(90,000)
\$922,216	Rates Requirement	\$1,041,189	1,188,689	1,344,895	1,574,347	1,599,635	1,718,775	1,750,095	1,754,109	1,871,098	1,894,121

Solid Waste Management

We provide a reliable, environmentally-safe and cost-effective rubbish collection and disposal service. We also work to promote the adoption of sustainable waste minimisation practices.

The current refuse collection and transfer station operations, gate fee collection, composting, and recycling services at Nursery Road and in rural areas are carried out under performance-based contracts let by competitive tender to the private sector.

We own, maintain and manage a main transfer and recycling station at Nursery Road, Masterton and two rural transfer stations (Castlepoint and Riversdale), including associated buildings and the weighbridge at the urban landfill.

For more information on solid waste assets, refer to the Infrastructure Strategy on page 50 or the Asset Management Plan via our website.

Why do we do it?

Our solid waste service contributes to wellbeing by supporting our community to manage waste and promoting waste minimisation. Together this protects our community's health and natural environment.

This activity contributes to the following community outcomes:

- A Sustainable and Healthy Environment
- A Thriving and Resilient Economy
- Efficient, Safe and Effective Infrastructure

Our 10-year priorities

Key priorities for solid waste management over the next 10 years include:

- Undertaking renewal work at the Nursery Road Transfer Station. \$662,720 has been allowed across the 10 years of the Long-Term Plan for this.
- Undertaking landfill capping. \$55,900 has been allowed for this in Year 4 of the plan.
- Implementing the Waste Minimisation and Management Plan 2023-29, including the requirement to introduce kerbside food/organic waste collections by 2030.
- Progressing what is known as a Section 17A (S17A) review for solid waste. S17A reviews consider options for delivering services in the most cost effective way.

Delivery of the projects above will maintain levels of service that are currently provided for waste management.

A full list of planned capital expenditure projects is provided under 'Our Costs in Detail'.

Potential negative effects

The potential negative effects of providing this activity are:

- leachate discharge from the Nursery Road landfill, and
- community disturbance from smell, vermin, debris and dust.

We mitigate these potential effects through the management of transfer stations and closed landfill sites in accordance with resource consent conditions.

We also minimise the impact of our kerbside collection service through the provision of wheelie bins with lids for recycling, and by providing information to our community on how best to use these services.

How do we measure success?

What we do: Provide solid waste solutions across the district.

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/24 to 2034/35
Improving service delivery	Number of call backs due to non-collection of official rubbish bag in each weekly collection.	Achieved. 8 call-backs.	No more than 52 call-backs per annum.
	Why this is important: We have committed to weekly kerbside collections of waste in the urban area to support our community to safely dispose of their waste.		
Minimising waste	Tonnage of waste transferred to landfill via the Nursery Road Transfer Station per head of population. A new regional bylaw is being developed. This is expected to take effect in Year 2 or 3 of the 2021-31 Long-Term Plan. The new bylaw will enable recording of waste generated in our district regardless of where this is disposed of. From implementation of the new bylaw, this measure will be revised and revert to: Tonnage of waste transferred to landfill per head of population.	0.513 tonne per head of population 14,882 tonnes of waste transferred <i>(Estimated Population at 30/6/22: 29,000)</i>	A reduction in the total quantity of waste sent to class 1 landfills (baseline = 0.513 tonne per head of population in 2022/23): Year 1 – 3.3% reduction by 30 June 2025. Year 2 – 6.6% reduction by 30 June 2026. Year 3 – 10% reduction by 30 June 2027.
	Why this is important: Waste minimisation is one of the priorities for our Environmental Development. We aim to reduce the amount of waste going to landfill through our efforts to encourage and enable reduction, reuse or recycling.		
Meeting our consent commitments	Urban and rural transfer stations, recycling, composting facilities and landfills operate within approved resource consent conditions.	Achieved. 100% compliance.	100% compliance
	Why this is important: We have resource consents which specify certain conditions that we must meet when delivering solid waste services. Meeting our resource consent conditions minimises the impact of this service on our environment.		

Cost of service statement

SOLID WASTE MANAGEMENT											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
327,803	Urban refuse collection costs	391,753	404,317	415,082	425,114	435,763	447,021	456,325	466,902	477,738	486,943
4,062,671	Transfer station operation & refuse disposal	4,158,352	4,260,354	4,366,999	4,458,399	4,574,740	4,619,276	4,508,399	4,609,343	4,719,629	4,806,547
1,798,676	Waste minimisation (incl recyc & composting)	2,191,167	2,191,282	2,132,637	2,178,883	2,222,018	2,260,213	2,245,203	2,290,269	2,339,147	2,389,750
334,277	Rural waste operations	383,102	395,198	405,572	415,913	426,437	437,961	447,446	456,746	463,932	473,102
6,523,327		7,124,374	7,271,151	7,340,300	7,278,315	7,358,956	7,564,471	7,667,374	7,823,260	8,000,446	8,156,342
	Operating Income										
4,435,400	User charges - external	4,582,200	4,722,802	4,826,056	4,765,838	4,876,363	4,886,888	5,082,982	5,199,086	5,305,200	5,411,304
180,400	User charges - internal	167,250	172,267	176,114	180,295	184,477	188,657	192,672	196,685	200,700	204,715
430,000	Recoveries - waste levy	852,000	871,560	884,450	700,700	716,850	733,200	748,800	764,400	780,000	785,600
240,000	Recoveries from bag sales	268,400	276,452	282,825	289,335	296,045	302,755	309,197	315,639	322,080	328,522
5,285,800		5,679,850	5,842,881	5,871,247	5,936,168	6,073,635	6,211,500	6,343,661	6,475,819	6,607,880	6,740,141
	Appropriations										
(30,000)	Transfers from reserves	-	-	-	-	-	-	-	-	-	-
197,711	Provision for loan repayments	213,221	226,314	227,261	222,102	198,250	221,038	140,839	32,538	34,251	36,045
(92,281)	Reverse depreciation	(102,281)	(100,000)	(100,000)	(95,000)	(40,000)	(20,000)	-	-	-	-
\$1,312,957	Rates Requirement	\$1,555,464	\$ 1,556,584	\$ 1,486,314	\$ 1,469,248	\$ 1,444,371	\$ 1,554,009	\$ 1,454,552	\$ 1,379,980	\$ 1,426,717	\$ 1,452,246

Community Facilities and Parks

We provide and support a wide range of facilities and parks throughout the district for use by the community, including:

- the Library and Archive,
- property (74 senior housing units, 13 public toilets, seven rural halls, rural holding paddocks, small roadside forestry blocks, Mawley Park camping ground and other rental properties),
- 215 hectares of urban and rural parks, reserves and sports fields,
- the Recreation Centre (including a stadium and a range of indoor and outdoor pools),
- four cemeteries, and
- Hood Aerodrome.

We are also responsible for the municipal building and town hall, although these are currently closed to the community due to risks associated with the buildings' low earthquake rating.

For more information on community facilities and activities assets, refer to the Infrastructure Strategy on page 53 or the Asset Management Plan via our website.

Why do we do it?

We provide community facilities and activities to support wellbeing and contribute to making Masterton an enjoyable place to live.

The Library and Archive service provides a learning environment where people can access resources that increase their skills and knowledge and preserves and promotes the historical records of the Wairarapa. This empowers the community and allows greater connection to our culture and heritage.

The properties we own and/or manage support the community through providing an accessible location for the Council's operations, enabling residents to meet and participate in social, cultural and leisure activities, and ensuring low-cost, well-maintained rental accommodation is provided for older members of our community who have limited financial resources. In addition, community health is protected by the provision of public toilets throughout the district and tourism is encouraged through Mawley Park, which provides temporary accommodation for visitors to the area.

Our parks, reserves and sports fields provide recreational opportunities for residents and visitors, while also protecting, preserving and enhancing the natural environment. In addition, the Recreation Centre provides a facility where people can learn to swim and engage in physical activity. It also hosts key events like the Golden Shears. Through offering attractive environments for exercise and sport, we encourage active and healthy lifestyles and promote community health and wellbeing.

Cemeteries are provided to give the community an attractive and respectful environment for the remembrance of the deceased. This service ensures that burials and cremations are socially and culturally appropriate and do not pose a risk to public health. Through this service we also maintain cemetery records, which provides a valuable resource to people researching their family history.

Hood Aerodrome provides a strategic air facility for small private passenger flights, freight and air ambulance services to the Wairarapa. The aerodrome also encourages economic development through provision of facilities for pilot training, recreational aviation, aviation-related businesses and major air events.

This group of activities contributes to the following community outcomes:

- An Engaged and Empowered Community
- Pride in our Identity and Heritage
- A Sustainable and Healthy Environment
- A Thriving and Resilient Economy
- Efficient, Safe and Effective Infrastructure

Our 10-year priorities

Key priorities for community facilities and activities over the next 10 years include:

- Demolishing the Town Hall and Municipal Buildings, building a new Town Hall and expanding Waiata House. \$42.6 million has been allocated to this project over Years 2 to 4 of the LTP.
- Upgrade and extend the library. This project would address the immediate issues with the existing building, provide additional library space for programmes and activities and ensure the community has access to a modern library. \$10.7 million has been allowed for this project over Years 1 and 2 of the LTP.
- Continuing to upgrade and renew the Council stock of pensioner housing, with \$1.7 million allocated over the 10 years of the LTP.
- Supporting resilient air transport infrastructure for the Wairarapa. We will be continuing with the programme to improve the facility and to future-proof its role in our community's resilience. Work includes improvements to the runways and infrastructure on the airfield. We were successful in our application for central government funding to progress that work, receiving \$10 million. Council has allowed \$7.5 million over Years 1 and 2 of this plan. A key component of the development is upgrading and widening the runway.
- Undertaking renewal work at the Recreation Centre. Some of the machinery and equipment that runs the pools needs to be renewed. We are also looking to make improvements to the building, such as improving energy efficiency to meet carbon emission targets and improving accessibility for all facility users. We will also investigate and develop options for the refurbishment or replacement of some of the older parts of the complex to meet evolving community need, and to keep the asset in good condition for the future. \$6.7 million has been allowed for this work.
- Continuing work to improve our parks and open spaces. We are supporting the upgrade of Kidz Own Playground, with \$1.7 million allocated in Year 4 and expanding our recreation trail networks (\$389,536 over Years 1 to 4).
- Continuing to improve our sports facilities. We are continuing with plans to improve sports facilities, including the Queen Elizabeth II Park cricket grandstand. The surface of the all-weather athletics track at Colin Pugh sports bowl requires replacement and we have a plan to renew that.
- Exploring options for the future of Henley Lake and the Lake of Remembrance given consenting changes will require us to find alternative water intakes for these lakes or change the 'look and feel' of these sites in the future.
- Reviewing our Street Tree Maintenance Programme and Policy to consider what we might need to do differently in response to climate change, water resilience challenges, community preferences and affordability.
- Progressing what are known as Section 17A (S17A) reviews for Mawley Park, Trust House Recreation Centre and our Parks. S17A reviews consider options for delivering services in the most cost effective way.

Delivery of the projects above will result in an improved level of service as new (or renewed) and enhanced facilities will enable Council to deliver more activities and services to the community.

A full list of planned capital expenditure projects is provided under 'Our Costs in Detail'.

Potential negative effects

The potential negative effects from providing these activities are:

- Injuries or accidents resulting from use of these facilities.
- Recreation Centre – potential injuries or drownings resulting from use of this facility.
- Hood Aerodrome - aircraft noise, particularly outside normal working hours, which may impact people living near the aerodrome or under the approach paths for the runways.
- Increased aviation activity across a broad range of aircraft types increases the risk of accidents and/or collisions in the flight circuits, or during take-offs, landings and taxiing activities.

Potential accidents, injuries and drownings are mitigated by ensuring appropriate health and safety policies and measures are in place and complied with.

Airport noise is mitigated through the District Plan which includes defined air noise boundaries, which regulates on-aerodrome noise, and restricts development around the aerodrome.

Hood Aerodrome is transitioning to being a certified Airport, which involves introducing robust Safety Management Systems that will enhance the Airports safety culture. Implementation of these systems mitigates the risk of accidents or collisions on the Airport.

How do we measure success?

What we do: Deliver a library and archive service with engaging and relevant activities

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
Engaging with our community; promoting literacy; enabling access to information (in person and online); and promoting our history and heritage.	Number of people using our Library and Archive reflected by: overall Library usage and number of visits to the Library and Archive.	Achieved Library usage: 324,662 Made up of: - Physical issues: 187,344 - Digital issues: 52,431 - Computer/Wi-Fi sessions: 84,887	Library Usage: No less than 5 year average for overall Library usage. Usage consists of: ● Physical issues ● Digital issues ● Computer/ Wi-Fi sessions
		Achieved Library visits: 329,929 Made up of: - In person visits: 99,132 - Digital visits: 229,709 - Housebound visits: 1,088	Visits: No less than 5 year average for number of visits to the Library and Archive. Visits consists of: ● In Person Visits ● Digital (website, OPAC, social media) ● Housebound

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
	<p>Why this is important: The Library and archive are community hubs where we can engage with our community, face to face and online. The Library provides a 'space' for our community to learn, study, connect with others, access information, participate in programmes and borrow items. The Archive is a place our people can undertake research, share stories and learn about our history and heritage. Improved literacy supports learning and education and access to information for a range of purposes (from individual or family support to job vacancies to information that supports study) Together, these elements all contribute to improved wellbeing for our community.</p>		

What we do: Provide community facilities and open spaces that support a range of cultural and recreational needs for our community and visitors

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
Resolving urgent issues quickly	Percentage of Council parks and open spaces urgent customer service requests that are responded to within 4 work hours.	Achieved - 93.8% responded to within 4 hours. 49 urgent requests received and 46 were responded to within 4 hours.	90% responded to within 4 work hours.
	<p>Why this is important: We want our parks and open spaces to be safe, accessible and well-maintained for our community and visitors to use.</p>		
People use and enjoy our community facilities.	Number of people using the Trust House Recreation Centre.	Achieved Trust House Recreation Centre Usage: 152,095 Usage consists of: - Swim: 106,191 - Gym: 27,687 - Stadium Sports: 5,830 - Stadium Events: 12,387	No less than 5 year average for overall Trust House Recreation Centre usage total Usage consists of: <ul style="list-style-type: none"> ● Swim ● Gym ● Stadium Sports ● Stadium Events

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
	<p>Why this is important: We want our facilities and green spaces to be used for activities and events that support the needs of our people and attract visitors; that provide opportunities for people to connect, exercise, celebrate and have fun. The level of use of our recreational trails and the recreation centre also reflects the appropriateness and effectiveness of these spaces for our community and whether we are actually meeting our community's needs.</p>		

Cost of service statements

PARKS, RESERVES & SPORTSFIELDS											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
2,477,922	Parks & reserves maintenance	2,767,681	2,941,727	2,739,324	2,844,382	2,802,803	2,875,977	3,033,817	3,087,401	3,161,280	3,218,009
540,723	Sportsfields maintenance	562,202	577,900	581,255	586,217	609,454	624,031	637,164	651,054	665,038	678,180
815,151	Depreciation	935,918	987,395	1,009,582	1,091,310	1,088,825	1,118,053	1,142,850	1,152,364	1,150,882	1,195,256
3,833,996		4,265,801	4,507,022	4,330,161	4,531,909	4,810,882	4,716,061	4,813,931	4,900,819	4,977,000	5,092,025
	Operating Income										
31,870	Miscellaneous parks income	31,670	135,620	33,348	34,141	34,833	35,725	36,483	37,244	38,003	38,764
31,814	Sportsground rentals	31,614	32,583	33,280	34,080	34,870	35,661	36,420	37,177	37,936	38,697
63,284		63,284	168,203	66,628	68,221	69,703	71,386	72,903	74,421	75,939	77,461
	Appropriations										
(135,000)	Transfers from reserves	(160,000)	(135,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
125,717	Provision for loan repayments	136,228	146,888	154,927	167,575	168,624	166,185	159,601	163,155	167,008	171,005
(218,168)	Reverse depreciation	(176,166)	(139,168)	(123,166)	(71,000)	(49,000)	(49,000)	(49,000)	(49,000)	(49,000)	(39,000)
\$3,543,263	Rates Requirement	\$4,002,579	\$4,211,569	\$4,275,283	\$4,440,263	\$4,522,703	\$4,631,880	\$4,731,829	\$4,820,553	\$4,909,089	\$5,026,569

TRUST HOUSE RECREATION CENTRE											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1,260,783	Recreation centre operating costs**	1,282,915	1,314,182	1,400,138	1,434,734	1,483,716	1,488,897	1,525,985	1,616,885	1,708,188	1,766,429
584,771	Depreciation	609,863	629,220	666,915	739,076	747,075	724,260	787,760	847,051	915,958	1,034,910
1,815,554		1,892,578	1,943,402	2,067,053	2,173,810	2,210,740	2,221,237	2,313,745	2,464,036	2,624,127	2,831,339
	Operating Income										
152,000	Grants & recoveries	34,000	35,020	35,802	36,652	37,502	38,352	39,188	39,984	40,800	41,616
	Appropriations										
(15,000)	Transfers from reserves	(10,000)	-	-	-	-	-	-	-	-	-
30,313	Provision for loan repayments	15,867	-	22,398	23,518	24,694	25,828	27,225	28,682	30,178	31,806
(175,000)	Reverse depreciation	(200,000)	(180,000)	(160,000)	(150,000)	(120,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
\$1,503,867	Rates Requirement	\$1,684,445	\$1,729,382	\$1,893,849	\$2,010,676	\$2,077,832	\$2,108,813	\$2,201,802	\$2,377,814	\$2,585,045	\$2,801,529

** Costs are net of user charge recoveries which go to the facility management contractor.

CEMETERIES											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
290,770	Cemeteries operating and maintenance	383,437	383,383	392,876	404,492	413,461	423,159	432,931	442,747	452,016	461,949
94,955	Operating Income	123,835	125,490	126,186	124,870	125,580	128,405	131,138	133,870	134,202	136,888
(30,000)	Appropriations										
2,128	Transfers from reserves	3,905	4,478	4,863	4,878	4,372	5,335	5,720	6,109	6,549	6,997
	Provision for loan repayments										
\$167,941	Rates Requirement	\$263,507	262,371	271,353	284,600	292,883	300,088	307,613	314,986	324,363	331,960

LIBRARY & ARCHIVE											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1,931,438	Operating costs - Library	1,966,032	2,271,290	2,605,123	2,660,535	2,704,063	2,751,644	2,781,340	2,826,614	2,873,990	2,902,804
622,187	Operating costs - Archive	569,118	630,675	638,329	653,409	668,602	684,361	696,680	711,789	727,785	739,338
216,576	Depreciation - Books	185,162	173,061	169,179	146,527	180,816	180,171	162,249	165,843	169,365	172,804
130,545	Depreciation - Bldg, furniture & equip	211,654	183,832	321,580	347,880	274,276	277,228	281,825	283,347	288,784	306,794
2,900,747		2,950,956	3,258,858	3,734,811	3,810,351	3,838,857	3,873,904	3,931,874	3,997,593	4,059,904	4,121,820
28,000	Operating Income										
	Grants & donations	25,200	25,956	25,536	27,166	27,796	28,428	29,030	29,635	30,240	30,845
21,323	User charges & other recoveries	29,019	28,880	29,502	30,203	31,586	32,281	32,970	33,656	34,343	35,030
47,323		53,219	54,816	56,038	57,389	59,361	60,707	62,000	63,291	64,583	65,875
27,871	Appropriations										
	Provision for loan repayments	32,948	136,418	257,854	271,141	283,456	298,444	314,186	330,641	348,105	366,358
(140,000)	Reverse depreciation	(144,500)	(47,400)	(142,800)	(117,000)	(101,400)	(146,500)	(33,500)	(40,000)	(46,400)	(33,700)
\$2,841,295	Rates Requirement	\$2,886,185	\$3,293,060	\$3,793,827	\$3,907,123	\$3,961,552	\$4,065,141	\$4,150,570	\$4,224,943	\$4,297,026	\$4,388,603

Analysis of Rates Requirement											
2,190,117	Library	2,198,805	2,560,780	3,064,198	3,146,787	3,274,449	3,361,482	3,433,718	3,491,674	3,546,245	3,625,224
651,178	Archive	687,580	732,300	739,629	760,326	687,103	703,659	716,852	733,269	750,781	763,379
-\$2,841,295		-\$2,886,185	\$3,293,060	-\$3,793,827	\$3,907,123	\$3,961,552	\$4,065,141	\$4,150,570	\$4,224,943	\$4,297,026	-\$4,388,603

PROPERTY											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
961,830	District Building	1,042,233	1,058,665	1,346,309	2,153,157	3,231,309	3,207,185	3,169,634	3,136,415	3,100,482	3,053,035
831,222	Housing for the Elderly	852,265	829,677	850,718	869,807	887,049	710,878	725,214	745,991	767,574	781,372
576,393	Mawley Holiday Park	585,239	596,205	608,167	619,295	629,317	841,801	849,221	860,209	874,408	886,819
1,126,337	Other Property	1,320,380	1,297,124	1,507,052	1,332,309	1,359,759	1,392,230	1,408,423	1,434,756	1,461,686	1,475,463
832,308	Depreciation	988,516	892,735	971,870	997,464	1,511,663	1,471,440	1,488,086	1,474,786	1,480,787	1,508,977
4,128,091		4,588,633	4,574,426	4,884,116	5,772,132	7,419,097	7,423,534	7,440,579	7,452,157	7,484,937	7,505,866
	Operating Income										
775	Rental income - Halls & Dist. Bldg	775	789	816	835	38,844	57,274	58,493	59,711	60,930	62,149
484,310	Rental income - Housing for Elderly	544,000	667,748	662,660	698,688	718,078	731,283	746,841	762,401	777,960	793,518
274,399	Rental income - Other Property	294,399	282,632	288,943	295,803	302,661	309,521	316,108	322,803	329,279	335,865
560,000	Mawley Holiday Park	480,000	494,400	505,440	517,440	529,440	541,440	552,880	564,480	576,000	587,520
0	Forestry harvest proceeds	-	-	-	-	-	-	-	-	-	-
37,500	Internal recoveries - forestry	45,000	48,350	47,385	48,510	48,635	50,760	51,840	52,920	54,000	55,080
751,348	Internal recoveries - offices rental	810,899	815,711	821,847	841,155	860,662	880,169	898,896	917,823	936,350	955,077
2,089,332		2,175,073	2,307,641	2,346,891	2,402,811	2,481,418	2,570,447	2,625,139	2,679,829	2,734,519	2,789,210
	Appropriations										
(115,000)	Transfers from reserves	(135,000)	(120,000)	-	-	-	-	-	-	-	-
311,095	Provision for loan repayments	351,528	412,756	547,974	892,895	1,405,455	1,481,783	1,561,940	1,584,750	1,591,309	1,675,799
(347,759)	Reverse depreciation	(489,000)	(386,000)	(329,000)	(448,000)	(715,000)	(610,000)	(440,000)	(210,000)	(169,000)	(115,000)
\$1,888,095	Rates Requirement	\$2,161,088	\$2,293,541	\$2,756,198	\$3,814,406	\$5,618,134	\$5,724,870	\$5,937,380	\$6,127,079	\$6,173,727	\$6,277,255

MASTERTON AIRPORT (WOOD AERODROME)											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
817,702	Airport operation & maintenance	707,310	806,888	893,183	928,430	923,035	948,053	947,738	981,073	978,282	888,919
146,304	Depreciation	181,809	250,284	348,421	349,590	348,883	377,966	378,006	377,963	402,566	405,193
764,006		889,119	1,057,180	1,241,604	1,278,020	1,271,718	1,326,019	1,325,744	1,359,036	1,380,877	1,394,112
	Operating Income										
301,621	Leases and other income	330,500	347,875	362,438	409,855	438,447	469,180	485,120	491,060	517,000	522,840
	Appropriations										
(40,000)	Transfers from reserves	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
86,892	Provision for loan repayments	93,112	128,820	163,884	176,352	176,540	132,319	140,296	148,531	157,500	168,763
(80,822)	Reverse depreciation	(87,622)	(109,000)	(140,000)	(150,000)	(120,000)	(75,000)	(80,000)	(80,000)	(80,000)	(80,000)
\$427,755	Rates Requirement	\$524,108	696,025	863,060	852,517	860,811	874,158	880,920	886,507	901,377	917,855

Regulatory Services

We plan for Masterton's future by ensuring development is sustainable, our natural and physical heritage is protected, and public health and safety is preserved and promoted. This activity involves delivering on our responsibilities under legislation, including:

- resource management and planning,
- building control,
- environmental health, alcohol licencing and parking control,
- animal control, and
- financial contributions and staffing support for civil defence and emergency management provided by the Wellington Region Emergency Management Office (WREMO). For further information on civil defence and emergency management, refer to GWRC's Long-Term Plan.

Why do we do it?

Regulatory services contribute to community wellbeing in a number of ways.

We provide regulatory services to support sustainable development and to promote public health and safety.

Through the District Plan we support the management, appropriate use, development and protection of the district's natural and physical resources, including our heritage.

Our building and planning activities contribute to economic development by facilitating development outcomes, planning ahead for future growth and supporting the safety of buildings in our district.

Our support for Civil Defence and Emergency Management contributes to planning for resilience, responding in an emergency and recovery after an event.

Our regulatory services also support community health and safety through a mix of education, community engagement and enforcement activities.

This contributes to the following community outcomes:

- An Engaged and Empowered Community
- Pride in our Identity and Heritage
- A Sustainable and Healthy Environment
- A Thriving and Resilient Economy
- Efficient, Safe and Effective Infrastructure

Our 10-year priorities

Key priorities for regulatory services over the next 10 years include:

- Develivering a new Animal Shelter. The new shelter will ensure we meet current standards for animal welfare providing a safer and more comfortable facility for both animals and staff. It will have an increased number of kennels and office space that will enable us to offer a better level of service to dog owners. Funding of \$2 million is allowed for this project in Year 1.
- Completing the review of the Wairarapa Combined District Plan.
- Supporting the review of the Dog Policy and Dangerous and Insanitary Buildings Policy
- Ensuring we continue to meet our legislative requirements:

- The Building (Earthquake-prone Buildings) Amendment Act 2016 came into effect in July 2017 and introduced a new system for councils to identify and manage earthquake-prone buildings that either pose a high risk to life safety, or are critical to recovery in an emergency. Work to identify priority buildings has been completed and owners of these buildings have been notified of the need to take action. Work on identifying and notifying the owners of non-priority buildings that also require assessment is underway.
- The Building (Pools) Amendment Act 2016 came into effect in January 2017. This amendment requires all residential pools to be inspected every three years and allows councils greater ability to enforce requirements to restrict access to residential pools. This work is ongoing.

Delivery of the new Animal Shelter will result in an improved level of service for Animal Services. Other priorities will maintain the level of service that is currently provided for our regulatory activity.

A full list of planned capital expenditure projects is provided under 'Our Costs in Detail'.

Potential negative effects

We do not anticipate any significant negative effects from providing of these activities.

How do we measure success?

What we do: Deliver fair, appropriate and customer-friendly regulatory services that support community health and safety.

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
Responding to urgent issues quickly	Response time to attend Priority 1 urgent call outs (e.g. dog attacks).	Achieved 95.3% 162 of 170 urgent call-outs attended on time	90% attended within one hour
	Response time to attend noise control call outs.	Achieved 93% 573 of 616 complaints attended within one hour	90% attended within one hour
	Why this is important: The faster staff can respond to a dog attack, the more likelihood there is of being able to apprehend the offending dog and deal with the matter appropriately. Equally, the faster we respond to noise complaints, the more likelihood there is of being able to deal with the matter appropriately.		
Engaging with and educating our community about dog ownership responsibilities.	Number of animal control community education and engagement activities.	Achieved 8 Education/Engagement Activities	A minimum of 6 per annum related to high priority issues or concerns

Our Goal	Measure	Latest Result 2022/23 (Baseline)	Performance Targets 2024/25 to 2034/35
<p>Why this is important: It is important for dog owners to understand their responsibilities as a dog owner so they can look after their pet properly and ensure it doesn't create a nuisance for, or present a risk to, anyone else in our community. Taking actions, such as adequate fencing, keeping dogs on a lead and picking up after dogs all help to keep our community safe for everyone.</p>			
Delivering timely consenting services	Percentage of building consents processed within statutory timeframes.	Not Achieved 83% 538 of 649 consents were processed within statutory timeframes.	90%
	Percentage of code compliance certificates processed within statutory timeframes.	Achieved 90% 520 of 577 certificates were processed within statutory timeframes	90%
	Percentage of resource consents processed within statutory timeframes.	Achieved 92.2% 142 of 154 resource consents were processed within statutory timeframes	90%
<p>Why this is important: We know 'time is money' when it comes to building and development, and we want to provide a timely and responsive service.</p>			
Supporting community safety	Percentage of commercial Building Warrant of Fitness' (BWOFs) that have been reviewed within 20 days of their due date.	Achieved 100%	At least 90% of BWOFs have been reviewed within 20 days of their due date.
	Proportion of known residential swimming pools that have been inspected.	Not Achieved 48% inspected 39% of total pools compliant 508 inspections undertaken	Year 1: 33% Year 2: 66% Year 3: 100% Years 4-10: cycle to be repeated but ensuring 100% of pools have been re-inspected by the end of Years 6 and 9. This reflects councils obligation to inspect all swimming pools every three years.
<p>Why this is important: Working with our community to support compliance with requirements for commercial buildings and swimming pools helps to create a safer environment for our community.</p>			

Cost of service statements

RESOURCE MANAGEMENT & PLANNING											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1,477,909	Resource management & planning	1,519,398	1,479,462	1,530,538	1,569,621	1,607,887	1,645,784	1,577,872	1,716,365	1,852,883	1,813,096
425,000	Wairarapa Combined District Plan development (MDC share)	350,000	51,500	52,650	53,800	55,150	28,200	28,800	29,400	150,000	520,200
160,871	River scheme contributions	168,670	173,730	177,610	181,827	186,043	190,260	194,307	198,356	202,404	206,452
2,083,880		2,038,068	1,704,692	1,780,798	1,805,348	1,849,080	1,884,244	1,801,079	1,946,121	2,205,087	2,539,748
323,222	Operating Income	323,207	332,803	340,337	346,433	356,514	364,694	372,351	380,109	387,866	396,623
1,353,500	User charges - incl consent fees	873,000	873,000	1,173,000	1,273,000	1,353,500	1,353,500	1,353,500	1,353,500	1,353,500	1,353,500
1,876,722	Reserves & Infrastructure Contributions	1,186,207	1,305,903	1,513,337	1,621,433	1,710,014	1,718,094	1,725,851	1,733,609	1,741,366	1,749,123
(581,500)	Appropriations	(400,500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(100,500)	(400,500)
1,453,500	Transfers from reserves	1,003,000	1,103,000	1,303,000	1,403,000	1,483,500	1,483,500	1,483,500	1,483,500	1,483,500	1,483,500
\$1,259,158	Transfers to reserves - incl Contributions	\$1,444,361	\$1,501,269	\$1,549,961	\$1,588,415	\$1,622,068	\$1,629,160	\$1,656,228	\$1,885,512	\$1,846,721	\$1,673,825
	Rates Requirement										

BUILDING DEVELOPMENT											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
2,384,631	Building development operating costs	2,332,876	2,360,276	2,474,720	2,494,502	2,597,205	2,606,888	2,704,337	2,717,761	2,830,201	2,834,461
10,000	Earthquake building assessments	10,000	10,300	10,530	10,780	11,030	11,280	11,520	11,760	12,000	12,240
2,374,631		2,342,876	2,370,576	2,485,250	2,505,282	2,608,235	2,618,168	2,715,857	2,729,521	2,842,201	2,846,701
1,229,791	Operating Income	1,134,341	1,065,371	1,089,162	1,115,026	1,140,879	1,166,738	1,191,581	1,216,385	1,241,209	1,266,033
-	Consent fees & charges	-	-	-	-	-	-	-	-	-	-
1,229,791	Recoveries - Eq building owners (2018/19)	1,134,341	1,065,371	1,089,162	1,115,026	1,140,879	1,166,738	1,191,581	1,216,385	1,241,209	1,266,033
	Appropriations										
\$1,144,840	Rates Requirement	\$1,184,335	\$1,305,205	\$1,386,088	\$1,390,262	\$1,467,356	\$1,451,430	\$1,524,298	\$1,513,136	1,600,992	1,580,668

ENVIRONMENTAL SERVICES & LICENSING											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
959,268	Environmental Health other operating costs	1,148,774	1,225,872	1,250,358	1,285,271	1,319,168	1,351,165	1,385,711	1,398,668	1,435,270	1,461,841
239,826	Alcohol Act enforcement activities	289,843	296,961	303,897	310,315	316,734	323,425	329,828	336,232	342,908	349,311
1,199,094		1,438,617	1,522,833	1,554,256	1,595,586	1,635,902	1,674,590	1,695,540	1,734,900	1,779,179	1,811,252
	Operating Income										
71,306	License fees & charges	72,306	74,476	76,139	77,947	79,752	81,561	83,286	85,031	86,765	88,501
77,820	Alcohol licensing fees & charges	87,820	90,155	91,944	93,890	95,865	97,781	99,649	103,276	93,384	95,252
322,406	Internal recoveries	348,567	359,024	367,041	375,756	384,469	393,193	401,549	-408,914	418,291	426,648
471,532		508,693	513,655	525,124	537,593	561,088	562,525	574,494	588,221	598,431	610,399
	Appropriations										
(15,000)	Tsf from reserves	(15,000)	(15,000)	(15,000)	-	-	-	-	-	-	-
\$712,562	Rates Requirement	\$914,724	\$994,178	\$1,014,132	\$1,057,993	\$1,074,816	\$1,112,065	\$1,121,048	\$1,136,575	\$1,179,747	\$1,200,853

PARKING CONTROL											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
223,089	Parking control costs	224,291	234,841	243,338	251,615	257,419	264,468	271,068	278,671	256,757	261,716
16,140	Depreciation - meters	18,213	18,213	18,213	18,213	18,213	18,213	17,917	17,917	1,109	768
241,229		242,504	253,054	261,551	269,828	275,632	282,679	288,985	296,588	257,866	262,482
	Operating Income										
238,500	Parking meters and fines	238,500	245,655	251,140	257,103	263,066	269,028	274,752	280,478	268,200	291,824
	Appropriations										
\$2,729	Rates Requirement	\$4,004	\$7,399	10,411	12,125	12,566	13,651	14,253	16,112	(28,334)	(29,442)

ANIMAL SERVICES											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
722,181	Animal services & pound costs	836,812	1,013,163	1,038,569	1,064,210	1,084,366	1,099,234	1,120,848	1,139,256	1,158,872	1,180,299
582,350	Operating income	593,850	860,076	713,774	780,907	778,555	796,199	813,139	830,080	847,020	863,690
(8,000)	Appropriations	-	-	-	-	-	-	-	-	-	-
11,824	Transfers from reserves	14,337	47,546	49,028	52,692	54,862	57,864	61,224	64,808	68,747	72,029
(5,000)	Provision for loan repayments	(7,500)	(32,000)	(32,000)	(32,000)	(32,000)	(32,000)	(32,000)	(32,000)	(32,000)	(32,000)
	Reverse depreciation										
\$138,455	Rates Requirement	\$248,799	\$388,853	\$342,743	\$323,985	\$326,873	\$328,899	\$336,733	\$341,782	\$348,099	\$356,368

EMERGENCY MANAGEMENT											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
168,011	CD/EM - Wairarapa Costs	195,218	192,896	201,340	206,413	212,337	219,201	223,620	228,228	235,627	239,906
14,100	WREMO CD/Emergency Mgmt (MDC share)	202,000	209,080	212,706	217,756	222,806	227,856	232,704	237,552	242,400	247,248
307,011	Operating income	387,218	400,958	414,046	424,169	435,133	447,057	456,224	468,780	478,027	487,153
25,978	Misc recoveries - CD/EM Wairarapa	52,000	51,600	52,850	53,900	55,360	56,400	57,600	58,800	60,000	61,200
3,000	Appropriations	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
\$284,033	Rates Requirement	\$338,218	\$352,458	\$384,396	\$373,289	\$382,993	\$382,657	\$401,624	\$410,980	\$421,027	\$428,953

WEATHER EVENTS RECOVERY											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
-	Weather Events Recovery Operating costs	822,420	-	-	-	-	-	-	-	-	-
-	Operating income	822,420	-	-	-	-	-	-	-	-	-
-	Government Subsidy	822,420	-	-	-	-	-	-	-	-	-
	Appropriations										
\$284,033	Rates Requirement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Leadership, Strategy and Corporate Services

Our Leadership, Strategy and Corporate Services activity provides strategic direction and leadership to the Council and our community, enables democratic decision-making that is open, transparent and accountable, and supports the effective and efficient operation of all Council activities.

This includes working with iwi, consulting with the community on key decisions, running the local body election process every three years and pursuing strategic objectives for our community.

The corporate activity supports the organisation through various professional services including human resources, communications, finance, IT, policy and strategic planning, corporate planning and reporting, project management, elected member support, general administration and senior management.

Why do we do it?

Leadership, Strategy and Corporate Services gives long-term strategic direction to Council, ensuring all activities are working towards the common goal defined in our vision and our community outcomes. This is also the mechanism by which the community can engage in decision-making and hold Council accountable. Corporate services provides advice and support that enables the efficient delivery of all activities. These services combined contribute to the following community outcomes:

- An Engaged and Empowered Community
- Pride in our Identity and Heritage
- A Sustainable and Healthy Environment
- A Thriving and Resilient Economy
- Efficient, Safe and Effective Infrastructure

Our 10-year priorities

Key priorities for Leadership, Strategy and Corporate services over the next 10 years include:

- Continuing implementation of the Masterton District Climate Change Action Plan adopted in 2022 and Council's Corporate Carbon Emissions Reduction Plan adopted in 2021.
- Reviewing Memorandum's of Partnership (MOPs) with Rangitāne o Wairarapa and Kahungunu ki Wairarapa and developing MOPs with Rangitāne Tū Mai Rā Trust and Kahungunu ki Wairarapa Tāmaki Nui ā Rua Settlement Trust (the two PSGEs or Post Settlement Governance Entities).
- Facilitating and supporting Council's Climate Advisory Group, Rural Advisory Group and Youth Council.
- Completing a Spatial Plan to better understand and guide growth and development in our district, with work commencing in Year 1.
- Continuing to participate in Wellington Regional Leadership Committee (WRLC) work programmes including the Regional Deal and work on Future Development, Climate Change and Economic Development.
- Business improvement. We are continuing to work on improving our systems and processes to work towards best practice, being more customer focussed and achieving greater efficiencies.
- Ensuring our policies and strategies are relevant and current. We maintain a schedule of policies and strategies, most of which need to be reviewed on a three to five year cycle, to ensure they are valid and remain relevant giving changing circumstances.

- Key policies that are scheduled for review in the first three years of this Plan include the Wairarapa Local Alcohol Policy; Dog Policy; and Dangerous and Insanitary Buildings Policy. We will also be developing a Water Meter Charging Policy and exploring Forestry differentials for the Revenue and Finance Policy.
- Strategies that are scheduled for review in the first three years of this Plan include Council's Wellbeing Strategy He Hiringa Tangata He Hiringa Whenua; the Arts, Culture and Heritage Strategy; Positive Ageing Strategy; and Cycling Strategy. The ongoing need for these strategies will be assessed as part of the review process. We will also be developing a Parking Strategy; Sports and Facilities Strategy and Roothing Prioritisation Strategy.
- Replacing pool vehicles. Provision of \$2.1 million has been allowed over the 10 years of the Long-Term Plan.
- Supporting local democracy through the elections in 2025, and every three years thereafter.

A full list of planned capital expenditure projects is provided under 'Our Costs in Detail'.

Potential negative effects

We do not anticipate any significant negative effects from providing these activities.

How do we measure success?

Every year Council produces an Annual Report that informs our community about what has been achieved and how well we performed against the plans and budgets that were set for that year. In addition, there is regular reporting to the Senior Leadership Team and Council on progress with work and projects in this activity group, and once every three years Council undertakes a Community Satisfaction Survey that includes questions about Council's leadership and reputation.

Cost of service statements

REPRESENTATION											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
857,564	Mayor & councillors remuneration	711,570	729,280	746,327	762,052	777,778	794,189	808,889	826,589	841,875	857,678
35,000	Reporting & consultation	15,000	61,500	15,795	53,900	16,545	56,400	17,280	58,800	16,000	61,200
25,000	Election costs	30,000	30,900	31,590	32,340	33,090	33,840	34,590	35,290	36,000	36,720
863,783	Operating expenses	847,588	907,377	946,102	973,486	1,010,392	1,020,014	1,040,837	1,077,787	1,096,334	1,115,997
1,581,347		1,603,758	1,719,057	1,739,814	1,821,778	1,837,805	1,904,443	1,902,366	1,997,456	1,992,309	2,071,593
	Operating Income										
612,539	Internal allocation of governance	621,503	687,623	695,926	728,711	735,122	761,777	780,846	798,962	798,924	828,637
0	Misc Income (election recoveries) (per Funding Policy 40% internal)	-	-	-	-	-	-	-	-	-	-
612,539		621,503	687,623	695,926	728,711	735,122	761,777	780,846	798,962	798,924	828,637
	Appropriations										
(50,000)	Transfers from reserves	(50,000)	-	-	-	-	-	-	-	-	-
0	Transfers to reserves (election costs)	-	-	-	-	-	-	-	-	-	-
\$918,808	Rates Requirement	\$932,255	\$1,031,434	\$1,043,888	\$1,093,087	\$1,102,883	\$1,142,666	\$1,141,420	\$1,198,474	\$1,195,385	\$1,242,958

ROADING ADVISORY SERVICES											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1,289,469	Professional staff & operating costs	1,285,917	1,326,502	1,385,631	1,398,871	1,430,863	1,461,183	1,488,734	1,522,267	1,557,615	1,586,485
15,316	Depreciation	15,751	14,102	14,102	10,482	2,750	3,143	3,143	3,143	6,467	3,344
1,304,785		1,301,688	1,340,604	1,379,733	1,409,363	1,433,613	1,464,326	1,492,877	1,525,410	1,564,102	1,589,829
	Operating Income										
1,294,361	Prof. services - Roading	1,291,244	1,329,857	1,368,767	1,398,147	1,422,126	1,452,578	1,480,879	1,513,952	1,551,593	1,577,070
10,424	External income	10,424	10,747	10,966	11,218	11,487	11,748	11,988	12,248	12,509	12,758
1,304,785		1,301,688	1,340,604	1,379,733	1,409,363	1,433,613	1,464,326	1,492,877	1,525,410	1,564,102	1,589,829
	Appropriations										
\$0	Rates Requirement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

ASSET & PROJECT MANAGEMENT											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
2,015,008	Professional staff & operating costs	2,261,573	2,336,104	2,404,293	2,463,064	2,517,852	2,565,547	2,615,796	2,671,234	2,731,776	2,783,386
1,994,344	Operating Income										
	Internal charges	2,240,909	2,314,655	2,382,288	2,440,437	2,494,605	2,541,700	2,591,371	2,646,250	2,706,215	2,757,248
20,664	External recoveries	20,664	21,449	22,007	22,627	23,247	23,847	24,425	25,004	25,561	26,140
2,015,008		2,261,573	2,336,104	2,404,293	2,463,064	2,517,852	2,565,547	2,615,796	2,671,234	2,731,776	2,783,386
\$0	Appropriations										
	Rates Requirement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

DEVELOPMENT (Social, Cultural, Economic & Environmental)											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1,464,086	Community development	1,676,563	1,732,911	1,788,981	1,822,340	1,865,550	1,907,739	1,945,368	1,988,986	2,035,107	2,073,129
639,002	Arts & culture	546,128	598,345	615,787	598,393	613,940	631,295	644,459	660,108	675,827	688,843
889,575	Economic development	1,059,560	844,229	971,776	986,320	1,032,035	1,060,497	1,082,694	1,108,561	1,134,812	1,156,680
1,158,708	Environmental initiatives	836,526	1,072,934	813,062	693,379	711,688	730,837	745,939	764,342	783,448	798,365
36,725	Depreciation	53,874	71,528	88,273	64,991	71,699	73,985	54,621	61,773	63,024	63,485
4,288,096		4,174,651	4,419,947	4,257,879	4,174,423	4,294,913	4,404,353	4,473,111	4,583,770	4,692,216	4,780,402
	Operating Income										
2,436	Government grants	2,436	2,509	2,565	2,626	2,687	2,748	2,806	2,865	2,923	2,982
30,957	Creative NZ grants	30,957	31,886	32,598	33,372	34,146	34,918	35,682	36,405	37,148	37,891
644,341	Events grants & other recoveries	183,000	411,993	187,434	50,666	49,635	50,760	51,840	52,920	54,000	55,080
40,000	Internal Recoveries	414,986	427,415	331,659	339,633	347,407	355,282	362,841	370,400	377,959	385,518
717,734		641,359	873,803	554,256	426,197	433,875	443,709	453,149	462,590	472,030	481,471
	Appropriations										
(522,500)	Transfers from reserves	(281,500)	(164,000)	(64,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)
4,909	Provision for loan repayments	5,661	6,176	4,389	4,660	4,683	5,020	5,374	5,736	6,140	6,555
-	Reverse depreciation	-	-	-	-	-	-	-	-	-	-
\$3,052,771	Rates Requirement	\$3,257,353	\$3,398,320	\$3,643,992	\$3,748,866	\$3,861,721	\$3,961,664	\$4,021,336	\$4,122,916	\$4,222,328	\$4,301,466

CORPORATE SERVICES											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1,904,264	Management & administration	1,653,737	1,656,670	1,696,386	1,737,477	1,774,907	1,807,081	1,842,721	1,880,044	1,920,899	1,957,187
2,357,804	Financial management	2,302,330	2,356,849	2,526,034	2,459,915	2,507,879	2,877,813	2,593,158	2,640,350	2,832,461	2,741,541
1,537,645	Strategic planning	1,669,471	1,705,844	1,766,338	1,803,234	1,846,502	1,872,980	1,915,463	1,947,451	1,994,410	2,026,321
1,505,402	Information systems	1,471,855	1,674,950	1,727,897	1,814,190	1,824,850	1,704,384	1,727,785	1,738,946	1,773,854	1,822,121
867,457	Communications & engagement	889,067	822,483	935,162	959,023	977,963	999,355	1,019,730	1,040,108	1,080,988	1,081,362
711,329	Human Resources	781,917	728,211	739,587	755,279	770,970	787,059	802,489	817,883	833,695	849,106
172,485	Council vehicle fleet costs	180,149	187,972	219,463	228,395	248,028	279,121	311,407	319,422	329,903	336,178
8,857,365		8,836,528	9,230,979	9,610,647	9,756,513	9,951,219	10,127,873	10,212,734	10,384,204	10,746,010	10,813,816
	Operating Income										
494,963	Miscellaneous income & recoveries	555,450	567,993	580,677	584,463	608,248	822,035	636,271	648,505	681,740	674,975
1,173,500	Interest income (external)	953,500	1,003,500	1,086,000	1,110,500	1,178,500	1,278,500	1,313,500	1,403,500	1,493,500	1,628,500
420,165	Interest income (on internal loans)	346,460	319,375	294,417	273,712	252,018	231,167	209,050	186,057	161,420	137,719
8,318,272	Support services allocated Internally	8,997,967	7,482,139	8,020,080	8,284,443	8,859,424	9,062,050	9,238,506	8,621,720	10,094,447	10,231,444
172,485	Council Vehicle Fleet Recovery	180,149	187,972	219,463	228,395	248,028	279,121	311,407	319,422	329,903	336,178
8,577,365		9,013,526	9,540,979	10,180,647	10,501,513	10,946,219	11,472,873	11,707,734	12,179,204	12,741,010	13,008,816
	Appropriations										
(855,000)	Transfers from reserves	(450,000)	(285,000)	(55,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
25,000	Transfers to reserves	25,000	25,000	25,000	75,000	225,000	375,000	525,000	725,000	825,000	925,000
550,000	Transfers to reserves - interest	500,000	550,000	600,000	700,000	800,000	1,000,000	1,000,000	1,100,000	1,200,000	1,300,000
\$0	Rates Requirement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

OUR COSTS IN DETAIL TE TAIPITOPITO O TE UTU

Section Contents

Cautionary Note.....	2
Prospective Financial Statements.....	3
Capital Projects.....	12
Financial Prudence Benchmarks.....	20
Funding Impact Statements.....	23
Rating Funding Impact Statement.....	34
Statement of Accounting Policies.....	51

Cautionary Note

The financial statements in this document and the figures presented are Masterton District Council's best estimate of the costs and income needed to provide the services in the period reported. The actual financial results achieved for the period covered are likely to vary from the information presented and the variations may be material. There may be minor errors in the figures displayed due to rounding differences. Variations from the planned figures and performance measures will be reported in the Council's Annual Reports for the future years.

Prospective Financial Statements

MASTERTON DISTRICT COUNCIL												
LONG TERM PLAN 2024-2034												
PROSPECTIVE STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE												
OPERATING REVENUE		2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
NZ \$	Notes	Annual Plan	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Rates revenue		40,840,884	45,825,188	49,628,369	53,439,153	56,844,883	60,841,872	62,749,828	64,166,754	66,033,538	67,538,443	69,624,577
Rural sewerage schemes capital contrib.		50,303	60,303	50,303	50,303	50,303	44,341	-	-	-	-	-
Finance contributions		2,123,500	1,643,000	3,643,000	2,843,000	2,043,000	2,123,500	2,123,500	2,123,500	2,123,500	2,123,500	2,123,500
Roading subsidies - Waka Kotahi		22,022,988	22,874,454	12,228,550	12,325,392	10,223,572	13,543,582	13,173,958	11,260,286	14,199,515	14,183,137	11,773,788
Fees and charges		10,244,186	11,029,540	11,022,225	11,069,012	11,223,053	11,646,513	11,844,685	12,105,015	12,367,103	12,622,388	12,872,674
Interest and dividends		1,884,750	985,750	1,015,128	1,077,906	1,122,713	1,181,018	1,291,320	1,328,610	1,416,900	1,507,185	1,642,475
Other revenue		6,647,093	7,204,984	4,110,469	1,366,608	1,258,124	1,284,850	1,314,411	1,342,915	1,367,246	1,395,835	1,424,266
Gain on sale of assets		4,333,300	-	4,333,300	-	-	-	-	-	-	-	-
Total Operating Revenue	2	87,347,095	79,383,027	85,932,346	82,271,375	82,765,758	90,675,777	92,487,803	92,316,080	97,507,800	99,370,486	99,381,250
OPERATING (AP) COSTS												
Personnel costs		14,723,799	15,294,016	15,308,354	15,575,759	15,902,415	16,228,070	16,570,689	16,887,246	17,223,807	17,565,420	17,882,078
Finance costs		2,865,665	2,791,468	3,211,262	4,115,367	5,217,629	6,559,973	6,449,840	6,182,869	5,835,675	5,700,541	5,518,539
Depreciation & amortisation		18,946,210	21,017,209	21,542,800	24,346,808	25,215,332	26,419,495	28,043,827	28,889,401	26,958,226	28,916,298	29,914,814
Other Operating costs		27,537,524	30,559,200	30,133,632	30,852,798	31,065,065	31,628,787	32,483,111	32,834,803	33,686,225	34,725,433	35,815,852
Total Operating Expenditure		64,173,198	69,642,793	70,197,048	74,890,731	77,400,440	80,837,285	83,517,367	84,904,339	83,715,033	88,907,683	89,941,281
Net Surplus / (Deficit)**		\$ 23,173,897	\$ 9,750,234	\$ 15,735,297	\$ 7,580,644	\$ 5,365,318	\$ 9,838,492	\$ 8,970,436	\$ 7,411,741	\$ 13,792,767	\$ 10,462,803	\$ 10,439,977
Revaluations		21,172,877	-	98,352,872	14,202,594	-	81,202,486	17,771,242	-	83,886,380	17,734,949	-
Total Comprehensive Revenue & Expenses		\$ 44,346,774	\$ 9,750,234	\$ 104,088,200	\$ 21,783,238	\$ 5,365,318	\$ 91,040,978	\$ 26,741,678	\$ 7,411,741	\$ 97,679,147	\$ 30,197,762	\$ 10,439,977
**Note: Income Tax is nil												
Note: value of rates on Council Properties assumed		757,700	104,200	836,368	889,823	904,618	840,800	978,432	1,017,570	1,058,272	1,100,803	1,144,627

MASTERTON DISTRICT COUNCIL												
LONG TERM PLAN 2024-2034												
PROSPECTIVE STATEMENT OF FINANCIAL POSITION												
NZ \$	Notes	Forecast to 30 June 2024	2024/25 Year 1	2025/26 Year 2	2026/27 Year 3	2027/28 Year 4	2028/29 Year 5	2029/30 Year 6	2030/31 Year 7	2031/32 Year 8	2032/33 Year 9	2033/34 Year 10
CURRENT ASSETS												
Cash & Bank Accounts		7,095,236	8,207,789	6,331,334	6,457,983	6,587,124	5,718,789	6,853,245	6,990,308	7,130,116	7,272,710	7,418,173
Financial Assets - Current		10,110,305	7,147,488	6,809,891	7,308,616	7,527,874	7,763,711	7,988,322	8,732,462	8,909,872	9,238,763	9,515,925
Inventories		674,122	676,822	679,122	681,822	684,122	686,822	689,122	691,822	694,122	696,822	699,122
Debtors & Other Receivables		8,171,304	8,231,443	8,396,072	8,583,993	8,735,273	8,900,878	9,088,178	9,269,942	9,456,341	9,644,448	9,837,337
Total Current Assets		27,048,967	27,262,720	22,216,420	23,012,193	23,534,394	24,089,080	24,616,868	25,684,535	26,249,250	26,852,550	27,470,558
NON-CURRENT ASSETS												
Property, Plant & Equipment		187,995,352	178,763,174	180,789,821	218,678,399	242,637,574	239,354,810	254,529,805	252,588,257	250,964,072	286,767,323	283,733,408
Infrastructural Assets		976,558,279	985,378,783	1,095,477,143	1,109,434,930	1,116,784,000	1,200,080,047	1,198,605,144	1,194,201,986	1,281,991,398	1,282,973,499	1,298,972,350
Intangible Assets		2,732,442	2,322,922	1,871,363	1,716,548	1,563,813	1,235,894	908,474	577,754	308,835	289,290	288,745
Forestry assets		433,001	331,784	307,842	323,539	339,506	356,482	374,306	383,021	324,090	340,294	357,309
Investment Property Assets		-	-	-	-	-	-	-	-	-	-	-
Derivative Financial Instruments		1,328,603	1,170,596	1,320,603	1,320,603	1,320,603	1,320,603	1,320,603	1,320,603	1,320,603	1,320,603	1,320,603
Investments in CCOs & other similar entities		294,507	230,486	232,781	235,119	237,470	239,845	242,243	244,666	247,112	249,588	252,079
Other Non-current financial assets		12,184,838	8,082,088	11,300,801	11,675,783	12,789,839	20,144,790	27,711,474	36,229,648	46,910,688	57,710,939	68,620,417
Total Non-current Assets		1,361,458,920	1,180,249,715	1,301,399,565	1,344,282,701	1,374,673,091	1,462,732,811	1,484,609,849	1,485,532,832	1,501,837,798	1,819,141,527	1,613,424,981
TOTAL ASSETS		1,388,498,927	1,202,512,433	1,323,615,984	1,367,294,895	1,398,207,485	1,486,801,721	1,509,225,715	1,611,217,267	1,607,887,048	1,635,994,077	1,640,895,539
CURRENT LIABILITIES												
Commitments & Other Payables		13,596,285	12,464,132	12,608,835	12,753,448	13,072,282	13,399,088	13,734,067	14,077,418	14,429,354	14,790,088	15,159,840
Employee Benefits - Current Portion		1,293,352	1,379,218	1,345,803	1,372,515	1,399,888	1,427,985	1,456,524	1,485,655	1,515,368	1,545,675	1,576,589
Provisions - Current Portion		20,000	-	30,000	-	-	-	-	-	-	-	-
Financial liabilities - current portion		11,200,000	11,800,000	8,000,000	6,400,000	6,454,130	8,000,000	6,983,672	7,155,150	7,700,200	7,816,707	4,628,256
Total Current Liabilities		26,109,637	25,643,350	21,984,638	20,526,963	20,926,378	22,927,055	22,174,263	22,716,223	23,644,921	24,152,470	21,394,685
NON-CURRENT LIABILITIES												
Financial liabilities		50,227,803	55,036,530	75,889,302	89,040,312	124,357,189	119,609,740	116,114,857	110,171,706	108,236,643	105,637,371	102,808,517
Derivative financial instruments		2,500	-	-	-	-	-	-	-	-	-	-
Employee benefits		12,428	11,428	2,050	-	-	-	-	-	-	-	-
Provisions & other liabilities		18,292	82,643	82,643	102,643	102,643	102,643	102,643	102,643	102,643	102,643	102,643
Total Non-current Liabilities		60,361,023	55,129,601	75,783,995	89,142,965	124,259,812	119,912,392	116,237,500	110,276,349	108,338,286	105,740,014	103,009,260
TOTAL LIABILITIES		\$ 1,112,029,247	\$ 1,121,779,481	\$ 1,225,867,750	\$ 1,247,655,978	\$ 1,253,021,298	\$ 1,344,062,274	\$ 1,370,813,953	\$ 1,378,224,894	\$ 1,475,903,841	\$ 1,506,101,505	\$ 1,516,521,570
EQUITY												
Ratepayers' Equity		485,883,838	498,143,504	511,233,482	518,293,466	522,813,460	529,550,182	527,221,004	525,932,188	523,778,832	531,825,233	531,144,895
Asset Revaluation Reserves		801,331,236	801,331,236	988,894,208	703,891,792	703,891,792	785,094,278	802,885,320	802,885,520	888,751,900	804,486,849	904,486,849
Special funds & restricted reserves		24,874,075	22,304,771	24,950,080	25,470,720	26,316,044	33,477,814	40,727,428	48,426,965	59,373,108	68,789,511	80,889,826
TOTAL EQUITY		\$ 1,112,029,247	\$ 1,121,779,481	\$ 1,225,867,750	\$ 1,247,655,978	\$ 1,253,021,298	\$ 1,344,062,274	\$ 1,370,813,953	\$ 1,378,224,894	\$ 1,475,903,841	\$ 1,506,101,505	\$ 1,516,521,570

2023/24											
Net External Debt	38,808,156	50,396,610	65,678,610	86,425,833	110,293,480	99,911,278	87,440,733	72,387,748	60,466,493	47,004,380	29,398,631
Operating Revenue (excl Gain on Sale)	83,013,795	79,383,027	81,599,045	82,271,375	82,785,758	90,876,777	92,487,803	92,316,081	97,507,800	99,370,486	96,361,258
Rates Revenue	40,840,994	45,895,188	48,626,369	53,439,163	56,844,893	60,941,972	62,798,828	64,186,764	66,033,536	67,536,443	69,524,577
Net Interest on Net Debt	1,760,916	1,825,718	2,196,134	3,037,461	4,084,916	5,368,954	5,129,520	4,866,279	4,419,775	4,193,366	3,870,064
Net Debt as a % of Operating Revenue (limit = 150%)	46.8%	63.5%	80.4%	105.0%	133.3%	110.2%	94.5%	78.4%	62.0%	47.3%	28.6%
Net Interest expense as a % of Operating Revenue (limit = 10%)	2.1%	2.3%	2.7%	3.7%	4.9%	5.9%	5.5%	5.3%	4.5%	4.2%	3.9%
Net Interest expense as a % of Rates Revenue (limit = 15%)	4.4%	4.0%	4.4%	5.7%	7.2%	8.8%	8.2%	7.6%	6.7%	6.2%	5.6%
Number of rateable properties (estimated)	13,489	13,669	13,772	13,875	13,978	14,084	14,189	14,296	14,403	14,511	14,620
Average rates per property (excl GST)	\$ 3,080	\$ 3,411	\$ 3,684	\$ 3,914	\$ 4,066	\$ 4,327	\$ 4,422	\$ 4,498	\$ 4,585	\$ 4,654	\$ 4,755
<p>Operating Revenue = revenue/earnings from rates, government grants and subsidies, user charges, interest, recoveries, financial contributions and all other revenue.</p> <p>Net External Debt = Gross External debt (aggregate borrowings of the Council), including any capitalised finance leases) less any financial assets including cash and both current and term treasury investments held.</p> <p>Net Interest Expense = interest paid on any type of debt, including margins, line fees and interest on finance leases less interest earned on financial assets.</p>											

MASTERTON DISTRICT COUNCIL - LONG TERM PLAN 2024 - 2034												
PROSPECTIVE STATEMENT OF CHANGES IN EQUITY												
NZ \$	Notes	2023/24 Forecast	2024/25 Year 1	2025/26 Year 2	2026/27 Year 3	2027/28 Year 4	2028/29 Year 5	2029/30 Year 6	2030/31 Year 7	2031/32 Year 8	2032/33 Year 9	2033/34 Year 10
Ratepayer's Equity		472,929,862	485,881,836	488,143,534	511,233,482	510,293,485	522,813,480	525,550,182	527,221,004	525,932,189	529,778,832	531,825,233
Special Funds & Reserves		24,783,136	24,814,075	22,304,711	24,950,080	25,470,720	26,316,044	33,417,814	40,727,429	49,426,985	59,373,109	69,789,511
Revaluation Reserves		574,738,171	601,331,236	601,331,236	688,684,208	703,891,792	703,891,792	785,094,276	802,865,520	802,865,520	886,751,900	904,485,849
EQUITY AT START OF YEAR		1,072,451,211	1,112,029,247	1,121,779,481	1,225,867,750	1,247,655,978	1,253,021,296	1,344,082,274	1,370,813,953	1,378,224,694	1,475,903,841	1,506,101,593
Comprehensive Revenue & Expenses for the year		38,598,036	9,750,234	104,088,269	21,788,228	5,365,318	91,040,979	26,751,679	7,410,741	97,679,147	30,197,752	10,418,977
Total recognised revenue & expenses for the period		\$ 38,598,036	\$ 9,750,234	\$ 104,088,269	\$ 21,788,228	\$ 5,365,318	\$ 91,040,979	\$ 26,751,679	\$ 7,410,741	\$ 97,679,147	\$ 30,197,752	\$ 10,418,977
Ratepayer's Equity		485,883,938	488,143,534	511,233,482	510,293,486	522,813,480	525,550,182	527,221,004	525,932,189	529,778,832	531,825,233	531,144,895
Special Funds & Reserves		24,814,075	22,304,711	24,950,080	25,470,720	26,316,044	33,417,814	40,727,429	49,426,985	56,273,109	69,789,511	80,889,826
Revaluation Reserves		901,331,236	901,331,236	889,684,208	703,891,792	703,891,792	785,094,276	802,865,520	802,865,520	886,751,900	904,485,849	904,485,849
EQUITY AT END OF YEAR		1,112,029,247	1,121,779,481	1,225,867,750	1,247,655,978	1,253,021,296	1,344,082,274	1,370,813,953	1,378,224,694	1,475,903,841	1,506,101,593	1,516,521,570

MASTERTON DISTRICT COUNCIL												
PROSPECTIVE STATEMENT OF CASH FLOWS												
LONG TERM PLAN 2024-2024												
NZ \$	Notes:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/28	2029/30	2030/31	2031/32	2032/33	2033/34
		Annual Plan	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
CASH FLOWS FROM OPERATING ACTIVITIES												
Cash was received from:												
Rates		44,891,298	45,732,196	48,589,331	53,379,896	56,787,378	60,889,525	62,697,950	64,126,021	65,979,866	67,695,177	69,467,476
Grants, subsidies & donations		27,850,637	19,429,666	16,935,359	13,279,808	11,058,408	14,396,571	14,045,257	12,140,122	15,107,890	15,110,050	12,719,218
Petrol tax		200,000	200,000	206,200	210,400	215,200	220,400	225,400	230,200	235,000	240,000	244,800
Other revenue		12,409,594	13,972,034	14,678,389	14,123,875	13,367,015	13,791,521	14,024,490	14,273,948	14,549,273	14,794,381	15,058,659
Regional council rates												
Interest on investments		1,184,750	865,750	1,015,128	1,077,906	1,122,713	1,181,018	1,291,320	1,526,610	1,416,900	1,507,185	1,542,475
		82,636,176	80,209,536	81,402,407	82,070,885	82,569,712	80,467,036	82,284,417	82,036,001	87,288,929	89,146,783	89,132,828
Cash was applied to:												
Payments to suppliers and employees		-2,829,610	-48,997,031	-45,281,478	-46,056,882	-46,621,194	-47,503,050	-48,690,183	-49,459,567	-50,538,483	-51,899,812	-53,107,262
Interest paid		-2,868,885	-2,781,448	-3,211,262	-4,116,387	-4,217,628	-6,569,875	-6,418,840	-6,182,889	-5,858,675	-5,210,541	-5,518,539
		-6,594,275	-49,778,489	-48,492,738	-50,174,249	-51,638,822	-54,065,023	-55,110,003	-56,542,456	-56,375,358	-57,500,353	-58,625,801
Net cash flow from operating activities		37,041,903	30,521,037	32,909,669	31,896,635	30,721,890	36,404,013	37,174,414	35,454,444	40,913,771	41,546,449	40,507,027
CASH FLOWS FROM INVESTING ACTIVITIES												
Cash was received from:												
Sale of fixed assets		5,365,000	20,600	5,365,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Term investments, shares & advances		461,701	3,132,768									
Forestry/investment property proceeds			117,916	88,506						94,884		
		5,826,701	3,270,884	5,403,506	20,000	20,000	20,000	20,000	20,000	104,364	20,000	20,000
Cash was applied to:												
Purchase of fixed assets		60,464,217	43,032,365	61,957,008	62,614,241	54,467,180	25,886,577	24,526,268	21,281,236	28,943,247	27,949,626	22,752,283
Term investments, shares & advances		12,389	16,979	3,423,368	398,052	1,137,275	7,378,405	7,609,836	8,518,331	10,306,858	10,723,358	11,432,718
		50,476,586	43,049,344	65,380,376	63,012,292	55,594,456	33,264,982	32,136,104	29,799,567	39,250,105	38,672,984	34,185,001
Net cash flow from investing activities		(44,649,885)	(39,777,650)	(49,976,870)	(52,992,292)	(55,574,456)	(33,244,982)	(32,116,105)	(28,779,568)	(39,145,741)	(38,652,984)	(34,165,002)
CASH FLOWS FROM FINANCING ACTIVITIES												
Cash was received from:												
Drawdown of public debt		11,973,800	14,018,882	21,104,083	28,828,520	30,848,300	3,652,580	1,947,880	1,182,000	5,784,138	5,218,436	1,897,600
		11,973,800	14,018,882	21,104,083	28,828,520	30,848,300	3,652,580	1,947,880	1,182,000	5,784,138	5,218,436	1,897,600
Cash was applied to:												
Repayment of public debt (incl Finance Leases)		3,073,893	8,811,135	4,250,281	4,907,508	5,847,314	8,454,130	8,639,101	8,983,872	7,155,150	7,700,200	7,816,707
		3,073,893	8,811,135	4,250,281	4,907,508	5,847,314	8,454,130	8,639,101	8,983,872	7,155,150	7,700,200	7,816,707
Net cash flow from financing activities		8,599,807	5,407,727	16,853,772	21,721,011	25,200,986	(2,801,550)	(4,891,221)	(5,791,872)	(1,391,014)	(2,481,764)	(5,919,207)
NET INCREASE/DECREASE IN CASH AND CASH EQUIV		991,825	(3,848,886)	(215,429)	625,354	349,420	357,481	367,885	883,204	377,018	411,892	422,818
Add cash at start of year (1 July)		6,516,393	17,203,541	13,354,855	12,141,226	13,786,579	14,114,999	14,472,479	14,839,567	15,722,771	16,099,787	16,511,480
BALANCE AT END OF YEAR (30 JUNE)		8,608,218	13,354,655	13,141,226	13,766,580	14,114,999	14,472,479	14,839,567	15,722,771	16,099,787	16,511,480	16,934,098
EXPENSES TO PAY												
Cash & bank		4,502,887	8,207,189	8,331,334	8,457,953	8,587,124	8,718,799	8,853,275	8,990,308	7,130,116	7,272,718	7,416,173
Short term deposits		5,006,251	7,147,466	6,908,881	7,308,816	7,527,874	7,763,711	7,995,322	8,732,462	8,969,672	8,238,763	8,616,825
BALANCE AT END OF YEAR (30 JUNE)		9,509,138	15,354,655	15,141,226	15,766,580	16,114,999	16,472,479	16,839,567	15,722,771	16,099,787	16,511,480	16,934,098

The closing balance of 2023/24 is the Plan position. An updated forecast position has been used as the opening balance for 2024/25

MTC											
RATES REQUIREMENT STATEMENT											
Prior Year Plan 2023/24		LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
7,388,578	Roading	8,707,861	9,799,543	10,324,980	11,053,306	11,887,378	11,925,061	12,297,720	13,076,112	12,900,955	13,307,779
1,466,143	Subsidised Rooding	1,748,425	1,819,270	2,207,905	2,611,678	2,728,964	2,970,273	3,131,302	3,256,725	3,415,895	3,627,970
	Non-subsidised Rooding										
4,522,194	Water Services	5,135,957	5,485,242	5,113,788	5,568,594	7,299,685	7,682,550	7,825,188	7,933,501	8,174,484	8,441,415
182,816	Urban Water supply	167,088	171,452	175,048	162,567	188,942	183,234	186,828	200,254	207,512	210,817
	Rural Water supplies & races										
7,556,191	Wastewater Services	8,011,538	8,494,576	8,964,971	8,923,116	8,067,678	8,389,159	9,529,415	9,899,088	10,016,458	10,322,660
441,570	Urban Sewerage system	474,207	484,813	508,635	521,460	538,104	566,106	589,416	602,868	689,347	712,858
	Rural Sewerage systems										
922,718	Stormwater Services	1,041,189	1,188,689	1,344,695	1,574,347	1,599,635	1,718,775	1,750,095	1,754,109	1,871,086	1,894,121
	Urban Stormwater System										
280,442	Solid Waste Services	427,851	452,452	466,736	412,384	344,059	412,918	417,683	435,431	460,754	463,144
1,052,515	Waste Minimisation Services	1,127,613	1,104,132	1,029,578	1,058,865	1,109,312	1,161,091	1,036,866	944,549	985,863	985,102
	Community Facilities/Activities										
3,543,263	Parks, Reserves & Sportsfields	4,002,578	4,211,593	4,275,283	4,440,263	4,522,703	4,831,840	4,731,829	4,820,553	4,909,069	5,025,569
1,503,867	Trust House Recreation Centre	1,664,445	1,728,372	1,893,640	2,010,876	2,177,832	2,108,813	2,201,602	2,377,614	2,565,045	2,801,629
167,941	Cemeteries	263,507	262,371	271,353	284,800	292,863	300,089	307,513	314,986	324,363	331,960
2,841,295	Library & Archive	2,988,185	3,293,060	3,793,927	3,907,123	3,981,552	4,085,141	4,150,570	4,224,943	4,297,028	4,388,803
1,754,124	Property	1,917,915	2,042,383	2,488,453	3,529,288	5,328,902	5,420,349	5,619,704	5,851,873	5,949,884	6,045,754
427,755	Airport	524,109	698,025	863,060	852,517	850,811	874,158	860,820	895,507	901,377	917,955
153,971	Hawley Park	243,173	251,158	267,740	285,118	289,232	304,521	317,676	275,208	224,063	231,501
	Regulatory Services										
1,259,158	Resource Management & Planning	1,444,351	1,501,289	1,549,981	1,585,415	1,622,068	1,628,150	1,658,228	1,695,512	1,846,721	1,873,825
712,562	Environmental Services	914,724	894,178	1,014,132	1,057,894	1,074,816	1,112,065	1,121,046	1,156,979	1,179,747	1,200,853
1,144,840	Building Development	1,194,335	1,305,205	1,396,088	1,390,262	1,467,358	1,451,430	1,524,296	1,513,136	1,600,992	1,580,668
2,729	Parking Control	4,004	7,399	10,411	12,125	12,566	13,651	14,233	16,712	18,334	19,442
136,455	Animal Services	249,798	368,653	342,743	423,995	328,673	328,999	336,733	341,782	348,099	356,388
284,033	Emergency Management	338,218	352,459	364,396	373,260	382,993	393,657	401,524	410,980	421,027	428,953
	Weather Events Recovery										
	Leadership, Strategy & Corporate Services										
918,808	Representation	932,255	1,031,434	1,043,888	1,093,067	1,102,883	1,142,566	1,141,420	1,198,474	1,195,395	1,242,956
	Internal Functions (net)										
1,126,373	Community Development	1,255,138	1,365,949	1,446,089	1,504,145	1,541,849	1,576,689	1,608,456	1,645,027	1,684,175	1,715,388
562,232	Arts and Culture	492,195	511,483	558,213	570,447	585,220	601,802	614,641	629,547	643,342	655,856
912,958	Economic Development	1,025,190	998,321	1,020,627	1,040,205	1,083,628	1,114,376	1,115,681	1,148,680	1,177,363	1,198,097
451,208	Environmental Initiatives	474,832	512,587	519,083	534,088	551,024	668,797	682,578	698,682	717,448	731,045
\$41,628,998	Total Rates Requirement	\$46,679,691	\$50,515,041	\$54,358,279	\$57,789,912	\$61,927,114	\$63,726,361	\$65,184,324	\$67,091,608	\$68,639,046	\$70,668,204
41,528,998	MDC Rates Revenue*	46,514,681	50,345,916	54,185,926	57,622,225	61,744,384	63,541,678	64,982,974	66,895,675	68,438,009	70,463,142
(50,303)	less rural sewerage capital contributions	(50,303)	(50,303)	(50,303)	(50,303)	(50,303)	(44,341)	-	-	-	-
61,478,694		46,464,388	50,295,612	54,135,622	57,571,921	61,694,081	63,497,337	64,982,974	66,895,675	68,438,009	70,463,142
8.6%	% Change (pre growth) from prior year	2.0%	8.2%	7.6%	6.3%	7.2%	2.9%	2.4%	2.9%	2.3%	3.0%
5.8%	% Change (after growth) from prior year**	7.0%	7.0%	6.8%	5.3%	6.2%	1.9%	1.4%	1.9%	1.3%	2.0%
275,000	Penalty Revenue	350,000	359,750	367,719	376,912	386,335	395,993	405,893	416,040	426,441	437,102
(175,000)	Rates Remissions	(185,000)	(189,225)	(194,366)	(199,225)	(204,205)	(209,311)	(214,543)	(219,907)	(225,405)	(231,040)
\$41,578,694	Net Rates Revenue	\$46,629,388	\$50,466,737	\$54,306,975	\$57,749,608	\$61,876,810	\$63,684,020	\$65,184,324	\$67,091,608	\$68,639,046	\$70,668,204

* Rates Revenue includes the rates charged by Council properties.

** Growth in the rating base allows rates to be spread across the larger pool, benefiting all ratepayers.

***LTP Amended 15/08/22

TABLE 2											
PROSPECTIVE SUMMARY OF REVENUE											
OPERATING INCOME	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
	Annual Plan	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's
REVENUE FROM NON-EXCHANGE TRANSACTIONS											
Targeted Rates (including penalties)	40,841	45,825	49,628	53,439	56,446	60,942	62,750	64,167	66,034	67,539	69,626
Rural sewerage schemes capital contrib.	50	50	50	50	50	44	-	-	-	-	-
Financial Contributions	2,124	1,643	3,543	2,943	2,043	2,124	2,124	2,124	2,124	2,124	2,124
Waka Kotahi Subsidy	22,022	12,624	12,230	12,325	10,224	13,544	13,174	11,250	14,200	14,183	11,774
Other Government Grants	5,839	5,733	3,884	911	789	808	826	844	881	879	895
Other Grants	89	1,072	41	42	45	44	45	46	47	48	49
Other Non Exchange Revenue	746	788	810	723	742	761	779	797	814	832	850
Revaluation Gains	55	31	30	30	31	32	33	34	31	32	33
REVENUE FROM EXCHANGE TRANSACTIONS											
Interest	1,181	1,162	1,012	1,074	1,118	1,188	1,288	1,323	1,413	1,504	1,639
Dividends	4	4	4	4	4	4	4	4	4	4	4
Fees & User charges	9,863	10,680	10,587	10,729	10,873	11,187	11,476	11,729	11,981	12,227	12,469
Other income	200	-	-	-	-	-	-	-	-	-	-
Other Gains/(Losses)- Profit on Sale of Assets	4,333	-	4,333	-	-	-	-	-	-	-	-
TOTAL OPERATING REVENUE	87,347	79,335	85,932	82,271	82,796	90,876	92,498	92,315	97,508	99,370	95,561
RATES REMISSIONS											
Rates revenue is shown net of rates remissions.											
Rates remissions estimated per year:	(175)	(185)	(180)	(194)	(199)	(204)	(209)	(215)	(220)	(225)	(231)

TABLE 5											
INDICATIVE SCHEDULE OF FINANCIAL PERFORMANCE											
	Forecast as at 30-Jun-24 (\$ 000)	Year 1 2024/25 (\$ 000)	Year 2 2025/26 (\$ 000)	Year 3 2026/27 (\$ 000)	Year 4 2027/28 (\$ 000)	Year 5 2028/29 (\$ 000)	Year 6 2029/30 (\$ 000)	Year 7 2030/31 (\$ 000)	Year 8 2031/32 (\$ 000)	Year 9 2032/33 (\$ 000)	Year 10 2033/34 (\$ 000)
Opening Balance	51,700	61,426	68,836	83,699	105,410	130,811	177,810	223,199	277,327	335,936	407,535
Loans raised during the year	12,828	14,079	21,184	26,829	30,948	3,653	1,948	1,180	5,784	5,238	1,898
Less repayments during the year	(3,000)	(8,611)	(4,250)	(4,908)	(5,647)	(6,454)	(6,639)	(8,894)	(7,951)	(7,700)	(7,877)
Balance as at 30 June	61,428	66,894	85,689	105,610	130,811	127,810	121,119	117,327	115,236	113,464	107,535
Less current borrowings repayable in 12 months	(8,611)	(4,250)	(4,908)	(5,647)	(6,454)	(8,039)	(6,884)	(7,155)	(7,700)	(7,877)	(4,828)
Closing balance for non-current borrowings	\$ 52,817	\$ 62,644	\$ 80,782	\$ 99,963	\$ 124,357	\$ 121,071	\$ 114,235	\$ 110,172	\$ 107,536	\$ 105,587	\$ 102,707
Note: Loan repayments shown here differ from the financial stmt which recognises actual loan maturities which are expected to be partially refinanced.											
SCHEDULE OF EXTERNAL LOAN END OF YEAR BALANCES BY GROUPS OF ACTIVITIES											
Roading	5,176	7,076	9,810	10,967	11,428	13,004	14,680	16,206	16,853	17,171	18,509
Water Services	5,089	9,759	14,353	20,310	28,478	36,701	45,837	54,095	63,777	73,943	84,824
Sewerage Services	40,420	32,894	30,136	27,236	24,558	20,959	17,782	14,401	13,330	10,079	8,189
Stormwater Services	362	320	1,515	2,575	2,473	2,368	2,251	2,130	2,088	2,003	1,954
Solid Waste Services	1,226	1,082	886	1,267	1,039	1,301	1,066	948	821	691	607
Leadership & Strategy	71	67	113	109	104	69	94	89	83	77	70
Community Facilities/ Activities	5,712	15,852	26,481	41,245	63,247	81,854	98,827	118,288	138,633	157,877	175,749
Regulatory Services	322	1,817	1,776	1,751	1,684	1,635	1,584	1,530	1,473	1,413	1,348
	\$ 61,428	\$ 66,894	\$ 85,689	\$ 105,610	\$ 130,811	\$ 127,810	\$ 121,119	\$ 117,327	\$ 115,236	\$ 113,464	\$ 107,535
TABLE 6											
INDICATIVE SCHEDULE OF FINANCIAL PERFORMANCE											
	Forecast as at 30-Jun-24 (\$ 000)	Year 1 2024/25 (\$ 000)	Year 2 2025/26 (\$ 000)	Year 3 2026/27 (\$ 000)	Year 4 2027/28 (\$ 000)	Year 5 2028/29 (\$ 000)	Year 6 2029/30 (\$ 000)	Year 7 2027/28 (\$ 000)	Year 8 2028/29 (\$ 000)	Year 9 2029/30 (\$ 000)	Year 10 2030/31 (\$ 000)
Opening Balance	8,548	7,877	7,295	6,685	6,181	5,713	5,257	4,772	4,259	3,715	3,195
Loans raised during the year	-	-	-	-	-	-	-	-	-	-	-
Less repayments during the year	(871)	(622)	(570)	(503)	(460)	(417)	(384)	(353)	(324)	(298)	(270)
Closing Balance as at 30 June	\$ 7,677	\$ 7,255	\$ 6,725	\$ 6,181	\$ 5,713	\$ 5,257	\$ 4,772	\$ 4,259	\$ 3,715	\$ 3,195	\$ 2,946
SCHEDULE OF INTERNAL LOAN END OF YEAR BALANCES BY GROUPS OF ACTIVITIES											
Roading	64	602	570	536	500	462	422	378	333	285	233
Water Services	358	827	783	742	699	652	603	551	496	437	375
Sewerage Services	1,978	1,201	1,470	1,312	1,183	1,068	948	821	685	542	390
Solid Waste Services	100	148	97	55	41	37	32	28	23	17	12
Leadership & Strategy	4	7	-	-	-	-	-	-	-	-	-
Community Facilities/ Activities	4,058	3,843	3,633	3,410	3,171	2,923	2,680	2,481	2,086	1,831	1,590
Regulatory Services	141	136	151	125	120	113	107	99	82	64	49
	\$ 7,677	\$ 7,255	\$ 6,725	\$ 6,181	\$ 5,713	\$ 5,257	\$ 4,772	\$ 4,259	\$ 3,715	\$ 3,195	\$ 2,946

NOTE 4				
PROSPECTIVE STATEMENT OF SPECIAL FUNDS & RESERVES				
<p>The Council maintains special funds and reserves as a sub-part of its equity. Schedule 10, Part 2 (21) of the LG Act requires certain information to be included in the Annual Plan relating to these reserves. The following presents a summary of reserve funds movements as projected over the term of the LTP. The management of financial reserves forms an integral part of meeting the obligations of prudent financial management.</p> <p>The Council tracks some 30 separate reserve accounts, but many have similar purposes and have been grouped together here.</p>				
	Forecast Opening Balance 2024	Transfers In 2023/34	Transfers Out 2023/34	Forecast Closing Balance 2034
Council Created Reserves				
Purpose and application	\$ 000's	\$ 000's	\$ 000's	\$ 000's
General Capital Reserves				
These funds have been set aside from the sale of assets. They can be utilised for new asset purchases and to fund one-off Council projects and grants.	4,578	430	1,353	3,656
Investment Interest Fund				
These funds are generated by receiving the proceeds of interest earnings on investments. The LTP financial model allocates to this fund, all interest income from operating activities. The funds have been applied to offset debt servicing costs on specific projects including the CBD upgrading, Chapel St stormwater line, Castlepoint seawall and rural transfer stations.	886	2,970	2,065	1,791
Reserves & Development Funds				
These funds represent reserves and development contributions that are generated from the District Plan provisions for financial contributions on development and subdivision. The funds can only be applied to the purpose for which they were taken i.e. development of assets on reserves and general district development.	2,480	4,937	780	6,638
Plant & Equipment Depreciation Funds				
These funds are built up from depreciation on plant and equipment and are used to fund replacements.	1,187	5,738	6,120	805
Buildings Depreciation Funds				
The Council has a series of specific depreciation reserve accounts for assets such as senior housing, Trust House Recreation Centre, Waita House, the Library and parks & reserves buildings. Depreciation funds on these assets are accumulated in these funds and used for renewal expenditure as required.	5,225	30,353	15,487	20,091

PROSPECTIVE STATEMENT OF SPECIAL FUNDS & RESERVES (CONTINUED)				
	Forecast Opening Balance 2024	Transfers In 2023/34	Transfers Out 2023/34	Forecast Closing Balance 2034
	\$ 000's	\$ 000's	\$ 000's	\$ 000's
Council Created Reserves				
Purpose and application				
Roading, Bridges & Flood Damage Funds				
Most roading renewal expenditure is funded from rates and NZTA subsidies, but some funding for Council's share of bridge renewals and street furniture is being built up in this fund. Roothing contributions taken as per the District Plan financial contributions are accumulated in this fund and a separate fund for responding to road flood damage is also part of this group. Use of these funds can be for roading and bridge renewals, upgrades and flood damage repairs.	4,500	47,183	9,428	42,255
Urban Infrastructure Depreciation Funds				
Depreciation on urban infrastructural assets is accumulated in this fund and applied to renewal of those assets. Infrastructure contributions taken as per the District Plan financial contributions are accumulated in this fund and utilised on renewing and upgrading the network assets.	6,406	65,266	37,199	34,473
Miscellaneous Funds				
These funds are made up of surpluses and deficits of various distinct entities under Council's control. Separate balances are maintained for a number of rural water and sewerage supplies and the Animal Services carry forward surpluses. A separate Special Funds account represents a balance of funds carried forward. They are generally rated for specific items, but not spent. The sums are identified at year end and carried forward so they can be applied to the expenditure for which they were raised. The Council has also utilised, or borrowed from these funds to advance projects and repay back to the fund, e.g. Wairarapa Combined District Plan project.	326	15,924	10,208	6,042
Crematorium Fund - ex Mrs Smart bequest				
To manage a bequest made to establish a crematorium.	115	-	-	115
	\$ 25,702	\$ 172,802	\$ 82,640	\$ 115,865

Note 5 Revaluation to come

Capital Projects

Prior Year Plan 2023/24		LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Roadings	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
27,041,859	Subsidised Roadings	16,040,803	16,136,849	16,822,061	17,008,049	16,766,438	15,839,008	12,343,885	17,447,910	17,247,281	12,786,019
877,420	Non-subsidised Roadings	82,121	2,418,207	4,160,712	3,256,016	70,818	72,371	73,882	75,353	78,808	78,387
2,550,400	Water Services	5,200,000	8,853,118	10,109,025	8,063,540	3,442,885	3,024,000	2,358,240	2,472,080	3,775,500	2,515,800
37,275	Urban Water supply	30,000	38,088	33,450	40,075	38,250	42,140	36,880	44,100	38,510	46,025
6,372,250	Rural Water supplies & races	2,620,000	3,782,101	3,151,200	2,287,300	2,348,800	2,404,400	2,461,000	5,035,800	3,189,800	4,522,500
47,600	Sewerage Services	40,000	47,500	44,800	45,800	47,000	48,180	173,200	50,400	51,480	52,600
692,250	Urban Sewerage system	2,620,000	3,782,101	3,151,200	2,287,300	2,348,800	2,404,400	2,461,000	5,035,800	3,189,800	4,522,500
-	Rural Sewerage systems	40,000	47,500	44,800	45,800	47,000	48,180	173,200	50,400	51,480	52,600
-	Stormwater Services	-	-	-	-	-	-	-	-	-	-
-	Urban Stormwater System	610,000	2,176,000	2,202,125	1,341,325	1,175,000	1,204,000	1,232,000	756,000	772,200	789,000
-	Solid Waste Services	-	-	-	-	-	-	-	-	-	-
-	Solid Waste	-	21,380	548,000	70,280	514,350	23,360	-	24,320	-	25,300
-	Community Facilities/Activities	-	-	-	-	-	-	-	-	-	-
945,489	Parks & Reserves	1,186,878	310,521	1,442,408	2,250,708	321,540	544,684	199,288	567,088	206,437	589,038
1,263,408	Sportsfields	1,058,340	230,804	798,928	1,583,088	12,573	2,820	11,520	12,180	12,410	12,650
500,000	Trust House Recreation Centre	804,860	1,512,101	400,731	237,910	285,760	292,000	1,490,000	1,520,000	1,551,250	316,250
330,000	Cemeteries	195,000	-	-	22,360	-	-	23,840	-	-	25,300
195,786	Library & Archive	3,176,000	3,944,709	385,732	220,248	201,168	205,958	209,792	214,010	218,416	222,640
1,311,188	Property	3,862,425	7,028,048	15,288,548	22,619,432	245,459	288,840	286,080	297,840	307,148	303,600
3,802,500	Airport	3,559,522	3,817,885	-	-	72,860	-	-	-	-	24,820
2,000	Regulatory Services	58,500	8,652	8,736	8,904	3,164	3,344	9,556	9,728	8,928	10,120
15,000	Environmental Services	58,500	8,652	8,736	8,904	3,164	3,344	9,556	9,728	8,928	10,120
2,530,000	Building Development	2,006,600	1,710	1,747	8,281	1,829	1,869	6,875	1,848	1,385	7,084
458,000	Animal Services	2,006,600	1,710	1,747	8,281	1,829	1,869	6,875	1,848	1,385	7,084
347,070	Leadership, Strategy & Corporate Services	940,000	427,600	431,340	346,580	354,330	416,840	369,520	376,960	440,555	392,450
-	Corporate Services	940,000	427,600	431,340	346,580	354,330	416,840	369,520	376,960	440,555	392,450
-	Development	140,800	26,725	21,840	50,230	22,860	20,085	47,880	30,385	24,820	58,910
-	Reading Advisory Services	11,000	-	-	-	-	-	-	-	-	13,378
\$ 48,804,190	Total Capital expenditure	\$ 43,159,859	\$ 51,987,008	\$ 52,614,241	\$ 54,457,180	\$ 25,886,577	\$ 24,526,288	\$ 21,281,236	\$ 28,943,247	\$ 27,949,628	\$ 22,752,283
(18,927,328)	Funded by	(8,982,738)	(8,476,076)	(8,356,354)	(8,984,507)	(8,389,205)	(8,825,845)	(5,912,453)	(8,770,833)	(8,658,468)	(7,760,770)
(10,772,631)	Waka Kotahi subsidy (roadings)	(3,785,134)	(14,957,838)	(12,886,140)	(12,600,831)	(7,373,839)	(8,587,281)	(7,746,571)	(7,759,331)	(7,553,884)	(8,088,754)
(11,573,800)	Transfers from reserves	(14,018,882)	(21,104,063)	(26,828,520)	(30,848,300)	(3,852,580)	(1,847,080)	(1,192,000)	(5,764,136)	(5,218,436)	(1,837,500)
(3,375,530)	Lease/Leases	(4,104,871)	(4,872,406)	(4,743,227)	(4,843,542)	(5,471,153)	(5,486,264)	(5,431,213)	(5,848,947)	(5,518,859)	(5,625,848)
(4,855,000)	Loans/Leases	(5,268,254)	(12,546,825)	-	-	-	-	-	-	-	-
(49,804,190)	Other (External funding)	(63,159,859)	(51,987,008)	(52,614,241)	(54,457,180)	(25,886,577)	(24,526,288)	(21,281,236)	(28,943,247)	(27,949,628)	(22,752,283)

ROADING												
Annual Plan 2023/24	Capital Expenditure Summary	Source of Funds	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Capital Projects											
	Subsidised Roading											
3,201,160	Roading renewals - rural	Rates & Subsidy	3,852,742	4,687,915	6,383,710	6,631,196	7,955,433	6,934,779	7,612,871	8,012,047	7,616,919	7,764,581
2,398,332	Roading renewals - urban	Rates & Subsidy	1,194,492	2,879,969	1,679,315	1,625,994	1,663,944	1,700,434	1,794,914	1,831,145	1,868,885	1,905,115
565,777	Footpath upgrading (incl Resmate)	Rates & Subsidy	633,167	677,487	718,137	719,087	753,870	752,008	767,500	782,992	799,129	814,621
1,741,210	Rural/Urban - Improvement projects	Rates & Subsidy	1,648,852	2,026,278	1,998,899	1,786,691	1,828,391	1,868,488	1,906,980	1,945,472	1,985,569	2,024,061
	Mataikania Road upgrade	Loan & Subsidy	-	4,067,200	4,142,000	-	4,333,000	4,427,000	-	4,609,400	4,704,400	-
18,920,000	Cyclone Damage Reinstatement	Loan & Subsidy	6,711,350	-	-	-	-	-	-	-	-	-
215,160	Cycleways	Rates & Subsidy	-	-	-	745,080	250,800	256,300	261,580	266,860	272,360	277,640
27,041,659	Total Subsidised Roading		16,040,603	15,135,849	14,922,061	11,008,049	16,766,438	15,939,008	12,343,665	17,447,916	17,247,261	12,786,019
	Non-subsidised Roading											
62,120	Carpark reseals	Depr Reserve Development Contributions	62,121	66,407	67,712	69,203	70,818	72,371	73,862	75,353	76,906	78,397
-	Urbanisation of Millard Ave - Roading	Contributions	-	2,138,000	3,270,000	-	-	-	-	-	-	-
-	Lucifer Road Level Crossing	Loan	-	-	763,000	779,800	-	-	-	-	-	-
105,300	Queen Street Refresh	Depr Reserve	-	213,800	-	-	-	-	-	-	-	-
360,000	What's Our Welcome South Entrance	Loan	-	-	-	-	-	-	-	-	-	-
-	Chamberlain Rd upgrade	Development Contributions	-	-	-	2,407,012	-	-	-	-	-	-
450,000	Kitchener to Gordon - InK Road	Subsidy Contrib	-	-	-	-	-	-	-	-	-	-
977,420	Total Non-subsidised Roading		62,121	2,418,207	4,100,712	3,256,016	70,818	72,371	73,862	75,353	76,906	78,397
28,019,079	Total Capital Expenditure		16,102,724	17,554,056	19,022,773	14,264,064	16,837,256	16,011,379	12,417,527	17,523,269	17,324,167	12,864,415
	Capital Funding											
(18,927,329)	Waka Kotahi subsidy (roading)		(8,982,738)	(8,476,076)	(8,356,254)	(6,164,507)	(9,389,200)	(8,925,845)	(6,912,453)	(9,770,833)	(9,658,466)	(7,160,170)
(710,120)	Transfers from reserves		(62,121)	(2,418,207)	(3,337,712)	(2,476,215)	(70,818)	(72,371)	(73,862)	(75,353)	(76,906)	(78,397)
(5,006,100)	Loan funds		(2,952,994)	(1,787,368)	(2,585,480)	(779,800)	(1,906,080)	(1,947,880)	-	(2,028,136)	(2,069,936)	-
(24,643,549)	Total other funding		(11,997,853)	(12,681,651)	(14,279,546)	(9,420,522)	(11,366,103)	(10,946,095)	(6,986,314)	(11,874,322)	(11,805,308)	(7,238,567)
\$3,375,530	Rates Requirement (Capital)		\$4,104,871	\$4,872,406	\$4,743,227	\$4,843,542	\$5,471,153	\$5,065,284	\$5,431,213	\$5,648,947	\$5,518,859	\$5,625,848

WATER SUPPLIES												
Annual Plan 2023/24	Capital Expenditure Summary	Source of Funds	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Capital Projects											
	Urban water treatment											
112,800	WTP Consent Renewal - take	Depr Reserve			54,600					60,800		
	WTP - plant & equipment renewals	Depr Reserve	200,000	106,900	109,200	111,800	114,300	233,600	119,200	121,600	149,840	126,500
75,000	WTP - plant & equipment upgrades	Depr Reserve	80,000	85,520	87,360	89,440	91,440	93,440	95,160	97,280	99,280	101,200
25,000	WTP - building renewals	Depr Reserve	50,000	21,760	22,300	22,900	23,500	24,080	24,640	25,200	25,740	26,300
-	Raw water storage dams	Loan	-	4,720,000	2,787,500	2,862,500	-	-	-	-	-	-
-	Filter Refurbishment	Depr Reserve	-	-	-	-	-	602,000	-	-	-	-
-	Reseal Access Road WTP	Depr Reserve	-	-	-	-	17,625	-	-	-	-	-
263,000	Total Urban water treatment		330,000	2,934,180	3,060,960	3,086,640	246,865	953,120	239,200	304,880	274,660	254,000
	Urban water reticulation											
1,500,000	Water mains renewals (reticulation)	Loan/Depr Reserve	1,470,000	1,902,658	1,862,050	1,912,150	1,817,250	2,010,680	2,057,440	2,104,200	2,138,290	2,196,050
106,500	Water connections replacements	Depr Reserve	300,000	212,600	55,750	57,250	58,750	60,200	61,600	63,000	64,350	65,750
500,000	Water meters project completion	Loan	300,000	-	-	-	-	-	-	-	-	-
180,000	Urbanisation of Millard Ave	Contributions	-	863,000	-	-	-	-	-	-	-	-
-	Reservoir upgrades	Loan	-	-	3,902,500	4,007,500	-	-	-	-	-	-
-	Water main - CBD	Depr Reserve	-	935,680	1,238,765	-	-	-	-	-	-	-
2,286,500	Total Urban water reticulation		4,870,000	5,918,938	7,059,065	5,976,900	3,196,000	2,070,880	2,119,040	2,167,200	3,500,640	2,261,800
	Rural water supply											
31,050	Wainuioru water supply renewals	Depr Reserve	30,000	32,640	31,150	34,350	35,250	36,120	36,960	37,800	38,610	39,450
5,325	Tinui water supply upgrades	Depr Reserve	-	5,440	-	5,725	-	6,020	-	6,300	-	6,575
37,275	Total Rural water supply		30,000	38,080	31,150	40,075	35,250	42,140	36,960	44,100	38,610	46,025
2,587,675	Total		5,230,000	8,891,198	10,153,475	9,103,615	3,478,115	3,066,140	2,395,200	2,516,180	3,814,110	2,561,825
	Capital Funding											
(1,637,675)	Transfers from reserves		(1,230,000)	(4,085,502)	(3,463,475)	(2,233,615)	(2,303,113)	(3,066,140)	(2,395,200)	(2,516,180)	(2,527,110)	(2,561,825)
(950,000)	Loan funds		(2,000,000)	(4,805,696)	(6,690,000)	(6,820,000)	(5,175,000)	-	-	-	(1,787,000)	-
(2,587,675)	Total capital funding		(50,230,000)	(58,891,198)	(510,153,475)	(59,103,615)	(53,478,115)	(59,066,140)	(52,395,200)	(52,516,180)	(53,814,110)	(52,561,825)
50	Rates requirement		50	50	50	50	50	50	50	50	50	50

WASTEWATER SERVICES												
Annual Plan 2023/24	Capital Expenditure Summary	Source of Funds	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Capital Projects											
	Urban Sewerage system											
3,286,500	Sewer reticulation renewals	Depn Reserves/External Development	2,520,000	1,740,800	2,007,000	2,175,500	2,233,500	2,287,600	2,340,800	2,395,000	2,445,300	2,488,500
1,069,000	Millard Ave sewer extension	Contributions	-	1,414,400	-	-	-	-	-	-	-	-
53,250	Homebush plant & equipment renewals	Depn Reserve	100,000	106,900	109,200	111,800	114,300	116,800	119,200	121,800	124,100	125,500
1,208,000	Colombo Road sewer pump station	Loan	-	-	-	-	-	-	-	-	-	-
	Homebush consent renewal & plant upgrade	Loan	-	-	-	-	-	-	-	-	520,500	1,897,500
542,500	Homebush irrigation extension	Loan	-	-	-	-	-	-	-	1,520,000	-	-
6,377,250	Total Urban Sewerage system		2,620,000	3,262,100	2,116,200	2,287,300	2,346,800	2,404,400	2,460,000	5,035,600	3,189,900	4,527,500
	Rural Sewerage schemes											
10,650	Castlepoint sewerage plant renewals	Reserves	10,000	10,880	11,150	11,450	11,750	12,040	12,340	12,600	12,870	13,150
31,950	Riversdale Beach scheme renewals	Depn Reserve	30,000	31,640	33,450	34,350	35,250	36,170	36,960	37,800	38,610	39,450
42,600	Total Rural Sewerage system		40,000	43,520	44,600	45,800	47,000	48,160	49,300	50,400	51,480	52,600
6,414,850	Total		2,660,000	3,305,620	2,160,800	2,333,100	2,393,800	2,452,560	2,583,200	5,086,000	3,241,380	4,575,100
	Capital Funding											
(1,712,500)	Loan funds		-	-	-	-	-	-	-	(1,520,000)	(620,500)	(1,897,500)
(2,115,000)	External funds		(1,220,000)	-	-	-	-	-	-	-	-	-
14,567,350	Transfer from reserves		(1,440,000)	(3,305,620)	(2,100,800)	(2,333,100)	(2,393,800)	(2,452,560)	(2,583,200)	(2,566,000)	(2,620,880)	(2,677,600)
(56,414,850)	Total capital funding		(52,660,000)	(53,305,620)	(52,160,800)	(52,333,100)	(52,393,800)	(52,452,560)	(52,583,200)	(52,586,000)	(53,241,380)	(54,575,100)
\$0	Rates Requirement (Capital)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

STORMWATER												
Annual Plan 2023/24	Capital Expenditure Summary	Source of Funds	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Capital Projects											
	Stormwater											
319,600	Stormwater renewal & upgrades	Depn Reserve	600,000	652,800	689,000	687,000	706,000	721,400	739,200	756,000	772,200	789,000
213,000	Stopbank - associated pipe work upgrade	Loan	-	1,088,000	1,115,000	-	-	-	-	-	-	-
	Urbanisation of Millard Ave	Development/Contributions/Loan	-	435,200	-	-	-	-	-	-	-	-
	Stormwater consent	Depn Reserve	-	-	-	187,000	-	-	-	-	-	-
158,750	Improve flood protection	Depn Reserve	10,000	-	418,125	28,625	-	-	-	-	-	-
	Stormwater treatment	Loan	-	-	-	458,000	470,000	481,600	492,800	-	-	-
682,250	Total Stormwater		610,000	2,176,000	2,202,125	3,841,325	3,175,000	3,204,000	3,232,000	756,000	772,200	789,000
	Capital Funding											
(213,000)	Loan funds		-	(1,262,080)	(1,115,000)	-	-	-	-	-	-	-
	External funds		(300,000)	-	-	-	-	-	-	-	-	-
(476,250)	Transfer from reserves		(310,000)	(913,920)	(1,087,125)	(1,341,325)	(1,175,000)	(1,204,000)	(1,232,000)	(756,000)	(772,200)	(789,000)
(5892,250)	Total capital funding		(5810,000)	(52,176,000)	(52,202,125)	(54,341,325)	(51,175,000)	(51,204,000)	(51,232,000)	(5756,000)	(5772,200)	(5789,000)
\$0	Rates Requirement (Capital)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

SOLID WASTE MANAGEMENT											
Annual Plan 2023/24	Cost of Service Statement	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Operating Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
327,803	Urban refuse collection costs	391,753	404,317	415,092	425,114	435,763	447,021	458,326	469,902	477,738	486,943
4,082,671	Transfer station operation & refuse disposal	4,158,352	4,280,354	4,386,999	4,258,399	4,274,740	4,019,276	4,508,399	4,609,343	4,719,629	4,806,547
1,798,676	Waste minimisation (incl recyc. & composting)	2,191,197	2,181,282	2,132,637	2,179,893	2,222,019	2,260,213	2,245,203	2,290,269	2,339,147	2,389,750
334,277	Rural waste operations	383,702	385,198	405,572	415,913	426,437	437,961	447,446	456,746	463,932	473,102
6,523,327		7,124,374	7,271,151	7,340,300	7,279,315	7,358,956	7,564,471	7,667,374	7,823,260	8,000,446	8,156,342
	Operating Income										
4,435,400	User charges - External	4,582,200	4,722,802	4,829,056	4,765,838	4,876,363	4,886,888	5,082,982	5,199,086	5,305,200	5,411,304
180,400	User charges - Internal	167,250	172,267	176,114	180,295	184,477	188,657	192,672	196,685	200,700	204,715
430,000	Recoveries - waste levy	852,000	871,560	884,450	700,700	716,950	733,200	748,800	764,400	780,000	795,600
240,000	Recoveries from bag sales	268,400	276,452	282,625	289,335	296,045	302,755	309,197	316,638	322,080	328,522
5,295,800		5,679,850	5,842,881	5,871,247	5,936,168	6,073,635	6,211,500	6,343,661	6,475,819	6,607,960	6,740,141
	Appropriations										
(30,000)	Transfers from reserves	-	-	-	-	-	-	-	-	-	-
197,711	Provision for loan repayments	213,221	228,314	227,261	222,102	198,250	221,038	140,839	32,539	34,251	36,045
(92,291)	Reversal depreciation	(102,291)	(100,000)	(100,000)	(95,000)	(40,000)	(20,000)	-	-	-	-
\$1,312,957	Rates Requirement	\$1,555,464	\$ 1,556,584	\$ 1,486,314	\$ 1,469,249	\$ 1,444,371	\$ 1,554,009	\$ 1,454,552	\$ 1,379,980	\$ 1,426,717	\$ 1,452,246

COMMUNITY FACILITIES / ACTIVITIES												
Annual Plan 2023/24	Capital Expenditure Summary	Source of Funds	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Parks & Reserves												
72,029	Queen Elizabeth Park Upgrades	Development/Contributions	182,000	-	-	-	-	-	-	-	-	-
-	Upgrade Kidz Own Playground	Loan/Reserves	-	-	-	1,677,000	-	-	-	-	-	-
(80,000)	Urban Playgrounds	Reserve/Reserves	-	320,700	-	335,400	-	350,400	-	364,800	-	379,500
10,000	Recreation trails network (urban & rural)	Development/Contributions/Loan	55,000	42,750	(152,880)	(24,996)	114,300	-	-	-	-	-
31,500	Street trees renewals & new	Reserves	16,750	17,906	18,258	18,660	19,065	19,518	19,916	20,318	20,717	21,139
-	Castlepoint furniture renewals	Depn Reserve	-	10,690	-	-	-	-	-	-	-	-
75,000	Parks & Open Spaces - Signage	Depn Reserve	(125,000)	80,175	16,380	16,770	-	-	-	-	-	-
409,200	Henley Lake - lake level management	Loan	-	-	655,200	-	-	-	-	-	-	-
-		Depn	-	-	-	-	-	-	-	-	-	-
-	Waipoua Cycle/Pedestrian Bridge	Reserve/Development	10,000	-	-	-	11,400	-	-	-	-	-
-	QE Park Swingbridge Upgrade	Contributions	-	-	399,750	-	-	-	-	-	-	-
20,920	Henley - landscape development	Depn Reserve	38,628	-	21,840	5,590	-	-	-	-	-	-
5,230	Henley Lake buildings upgrades	Reserves	5,000	26,725	5,460	5,590	-	-	-	-	-	-
35,000	QE Park lake alt water source	Depn Reserve	23,500	-	-	-	5,715	-	-	-	-	-
-	Carpark Reseals Urban Reserves	Loan	-	-	-	-	-	-	-	-	-	-
-	Henley Lake power supply upgrade	Depn Reserve	200,000	213,800	353,500	107,700	170,000	174,750	178,350	181,950	185,700	189,300
-		Reserves	-	90,865	-	-	-	-	-	-	-	-
-		Depn	-	-	-	-	-	-	-	-	-	-
136,610	Urban reserves upgrades (Te Korou Reserve)	Reserve/Development	100,000	106,900	109,280	-	-	-	-	-	-	-
-	Riversdale Nthn Reserve Rock Protection	Contributions	411,000	-	-	-	-	-	-	-	-	-
-		External	-	-	-	-	-	-	-	-	-	-
916,489	Total Parks, Reserves & Sportsfields		1,166,878	910,521	1,442,468	2,250,706	321,510	544,864	398,286	567,068	206,437	589,939
Sportsfields												
1,196,336	Sportsfield buildings renewals	Reserve/External Funds	986,340	115,452	37,128	1,997,500	11,430	1,920	11,970	12,160	12,410	12,850
1,048	Netball facility upgrade	Depn Reserve	10,000	16,035	27,300	55,900	1,348	-	-	-	-	-
80,000	Colin Fugh Sports Bowl - track renewal	Depn Reserve	20,000	-	655,200	-	-	-	-	-	-	-
25,104	South Park Sports Facilities Provision	Depn Reserve	15,000	-	-	-	-	-	-	-	-	-
-		External Funds/Reserves	-	-	-	-	-	-	-	-	-	-
-	Skatepark upgrade	Reserves	15,000	84,072	16,380	-	-	-	-	-	-	-
20,920	Cricket grandstand upgrade	Depn Reserve	10,000	5,345	10,920	129,688	-	-	-	-	-	-
1,263,406	Total Sportsfields		1,056,340	230,904	746,928	1,583,088	12,573	2,920	11,920	12,160	12,410	12,850
Trust House Recreation Centre												
500,000	Building & Services renewals	Depn Reserve	244,850	460,341	400,731	237,910	285,750	292,000	1,490,000	1,520,000	1,551,250	1,582,250
-	Golden Shears Conference Space Upgrade	Loan	-	1,069,000	-	-	-	-	-	-	-	-
-	Other Plant & Equip	Depn Reserve	640,000	42,760	-	-	-	-	-	-	-	-
500,000	Total Recreation Centre		884,850	1,512,101	400,731	237,910	285,750	292,000	1,490,000	1,520,000	1,551,250	1,582,250
Cemeteries												
330,000	Cemetery renovations & extensions	Reserves/Loan	195,000	-	-	22,360	-	-	23,640	-	-	35,300
District Buildings												
100,000	Building upgrades	Depn Reserve	200,000	133,625	109,300	39,130	34,290	85,040	35,760	36,480	37,230	37,950
30,000	Queen Street bldg leasehold improv.	Depn Reserve	-	-	-	-	-	-	-	-	-	-
300,000	Civic Facility	Loan/External Funds	-	5,845,000	14,927,640	22,360,000	-	-	-	-	-	-
410,000	Total District Buildings		200,000	5,478,625	15,036,840	22,399,130	34,290	85,040	35,760	36,480	37,230	37,950

continues over page

COMMUNITY FACILITIES / ACTIVITIES continued												
Annual Plan 2023/24	Capital Expenditure Summary	Source of Funds	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing for the Elderly												
98,000	Pensioner housing upgrades & renewals	Depn Reserve	208,600	234,553	161,616	138,832	152,019	110,960	178,800	182,400	186,150	189,750
350,000	Panama land – stormwater & other	Sale proceeds/Reserves		1,069,000								
448,000	Total Pensioner Housing		208,600	1,303,553	161,616	138,832	152,019	110,960	178,800	182,400	186,150	189,750
Other Property												
15,000	Public conveniences	Depn Reserve	140,000	-	-	-	-	-	-	-	-	-
-	Castlepoint Toilets upgrade	Depn Reserve	12,000	-	16,380	-	-	-	-	-	-	-
15,842	Rural halls upgrades	Depn Reserve	20,000	-	8,150	-	-	8,700	-	-	8,308	-
11,500	Riversdale Beach toilets upgrade	Reserves	-	198,970	-	5,590	-	-	-	-	-	-
-	Flood-prone property buy-outs - Buildings & Land	Loan/External Funds	2,575,000	-	-	-	-	-	-	-	-	-
155,000	Rental Property upgrades	Depn Reserve/Loan	85,000	53,450	54,600	55,900	57,150	58,400	59,600	60,800	62,050	63,250
5,000	Mawley Park – Playground	Depn Reserve	-	-	-	-	-	-	-	-	-	-
50,150	Mawley Park facility upgrades	Depn Reserve	121,825	53,450	10,920	11,180	-	55,480	11,930	12,160	12,410	12,650
-253,185			2,953,825	245,670	90,090	72,670	57,150	122,640	71,520	72,960	83,768	75,900
Airport												
-	Hanger area expansion	Loan/External Funds	730,000	352,770	-	-	-	-	-	-	-	-
1,500,000	Airport runway and precinct upgrades – taxiway and apron – stage 1	Loan/External Funds	1,482,000	3,458,215	-	-	11,860	-	-	-	79,870	-
-	Airfield fixtures – runway lighting and facilities – stage 2	Loan/External Funds	1,100,000	-	-	-	-	-	-	-	-	-
1,500	Equipment upgrades	Depn Reserve	10,000	-	-	-	-	-	-	-	-	-
2,300,000	Runway widening & development	Loan/External Funds	337,382	-	-	-	-	-	-	-	-	-
-	Certification & safety management system	External Funds	409,640	106,900	-	-	-	-	-	-	-	-
3,802,500	Total Airport		3,559,622	3,917,885	-	-	22,860	-	-	-	24,820	-
Library & Archive												
151,880	Book stock renewals	Depn Reserve	140,000	149,660	147,420	150,930	154,305	157,680	160,930	164,160	167,535	170,775
31,390	Computer & equipment replacements	Depn Reserve	25,000	32,070	27,300	52,018	34,290	36,040	35,760	36,480	37,230	37,950
11,505	Renew furniture/fitings	Depn Reserve	11,000	11,759	14,012	12,298	12,573	12,848	13,113	13,376	13,651	13,915
-	Library Extension	Depn Reserve/Loan	5,000,000	5,751,220	-	-	-	-	-	-	-	-
195,766	Total Library & Archive		5,176,000	5,944,709	186,732	220,246	201,168	205,568	209,792	214,016	218,416	222,640
8,119,340	Total		15,401,115	19,544,167	18,065,405	26,924,742	1,087,320	1,313,792	2,219,898	2,605,084	2,320,480	1,470,379
Funding												
(1,407,146)	Transfers from reserves		(4,091,993)	(3,748,623)	(2,373,362)	(3,726,242)	(973,020)	(3,313,792)	(1,027,898)	(1,389,084)	(1,079,480)	(1,470,379)
(1,377,000)	Loan funds		(7,560,868)	(11,748,919)	(15,693,049)	(23,098,500)	(114,300)	-	(1,192,000)	(1,216,000)	(1,241,000)	-
(2,540,000)	External funding		(3,748,254)	(2,546,625)	-	-	-	-	-	-	-	-
(58,119,346)	Total capital funding		(15,401,115)	(19,544,167)	(18,065,405)	(26,924,742)	(1,087,320)	(1,313,792)	(2,219,898)	(2,605,084)	(2,320,480)	(1,470,379)
50	Rates requirement		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

REGULATORY SERVICES												
Annual Plan 2023/24	Capital Expenditure Summary	Source of Funds	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Capital Projects		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Regulatory Services											
2,000	Environmental Health testing equip.	Deprn Reserve	58,500	8,552	8,735	8,944	9,164	9,344	9,535	9,728	9,928	10,120
30,000	Animal Services - equipment	Deprn Reserve	5,600	1,710	1,747	6,201	1,829	1,869	6,675	1,946	1,986	7,084
2,500,000	Animal Services - new animal shelter	Loan/Reserves	2,000,000									
15,500	Building Development - equipment	Deprn Reserve										
2,547,000	Total Regulatory		2,064,100	10,262	10,483	15,205	10,973	11,213	16,211	11,674	11,914	17,204
	Capital Funding											
(1,047,000)	Transfers from reserves		(559,100)	(10,262)	(10,483)	(15,005)	(10,973)	(11,213)	(16,211)	(11,674)	(11,914)	(17,204)
(1,508,000)	Loan Funds		(1,508,000)									
(52,547,000)	Total capital funding		(52,064,100)	(50,262)	(50,483)	(515,205)	(50,973)	(51,213)	(516,211)	(511,674)	(511,914)	(517,204)
\$0	Rates Requirement		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

LEADERSHIP, STRATEGY & CORPORATE SERVICES												
Annual Plan 2023/24	Capital Expenditure Summary	Source of Funds	LTP Year 1 2024/25	LTP Year 2 2025/26	LTP Year 3 2026/27	LTP Year 4 2027/28	LTP Year 5 2028/29	LTP Year 6 2029/30	LTP Year 7 2030/31	LTP Year 8 2031/32	LTP Year 9 2032/33	LTP Year 10 2033/34
\$	Capital Projects		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Corporate Services											
50,000	Document mgmt. system	Deprn Reserve										
100,000	IT equipment replacement	Deprn Reserve	120,000	128,280	131,000	139,160	137,150	140,160	143,040	145,920	148,920	151,800
40,000	IT upgrades & innovation Projects	Deprn Reserve	630,000	96,210	43,588	49,146						
36,000	BIS aerial photos & data capture	Deprn Reserve			49,146			52,590			55,845	
190,000	Pool Vehicle replacement	Deprn Reserve	180,000	191,420	196,560	201,240	205,740	210,240	214,560	218,880	223,380	227,700
10,000	Audio Visual Equipment	Deprn Reserve	10,000	10,690	10,920	11,180	11,430	11,680	11,920	12,160	12,410	12,650
30,000	Meeting Room & Communication Technology	Deprn Reserve										
456,000	Total Corporate Services		940,000	427,600	431,340	346,580	354,330	414,640	369,520	376,960	440,555	492,150
	Development											
20,920	CBD Security Cameras	Deprn Reserve	20,000	21,380	21,840	22,360	22,860	23,360	23,840	24,320	24,820	25,300
20,920	Christmas Decorations	Deprn Reserve	120,000			22,360			23,840			25,300
300,000	Youth Hub Building at Skatepark	Reserves										
5,230	Decorative Lighting	Reserves		5,345		5,520		5,825		6,065		6,310
347,070	Total Development		140,920	26,725	21,840	50,280	21,860	29,185	47,680	30,185	24,820	56,910
	Roading Advisory Services											
	Engineers Survey Equipment	Deprn Reserve	11,000				12,573			13,376		
803,070	Total		1,091,920	454,325	453,180	396,870	389,763	443,825	417,200	420,721	465,375	449,060
	Capital Funding											
(600,000)	Transfers from reserves		(1,091,920)	(454,325)	(453,180)	(396,870)	(389,763)	(443,825)	(417,200)	(420,721)	(465,375)	(449,060)
(403,000)	Total capital funding		(51,091,920)	(5454,325)	(5453,180)	(5396,870)	(5389,763)	(5443,825)	(5417,200)	(5420,721)	(5405,375)	(5449,060)
	Rates Requirement											

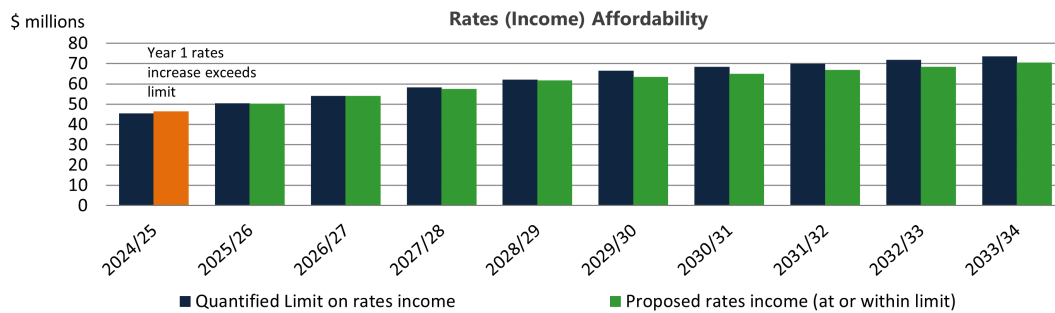
Financial Prudence Benchmarks

The Local Government Act 2002 (LGA) sets out a number of disclosure requirements for Councils over and above the generally accepted accounting practice (GAAP) information. Local Government (Financial Reporting and Prudence) Regulations 2014 sets out specific requirements in terms of the information to be reported and the format in which it is to be reported.

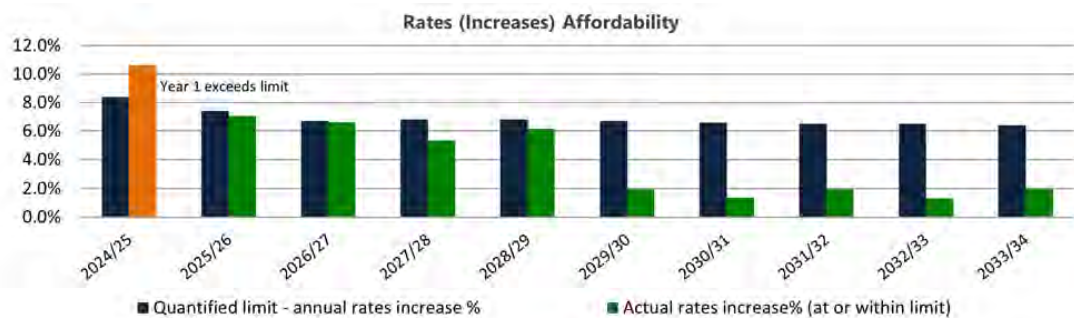
Benchmarks - per Local Government (Financial Reporting and Prudence) Regulations 2014

Rates affordability benchmarks

The Council has quantified its rates income increase limits as Prior Year rates plus % cost increase (based on LGCI), plus 4.5% plus for Level of Service Growth. The graph below compares the value of rates income projected in the LTP to the value derived from the quantified limit. Growth in the rating base is forecast at 1.4% in year one, 1.2% in year two and then 1% per annum.



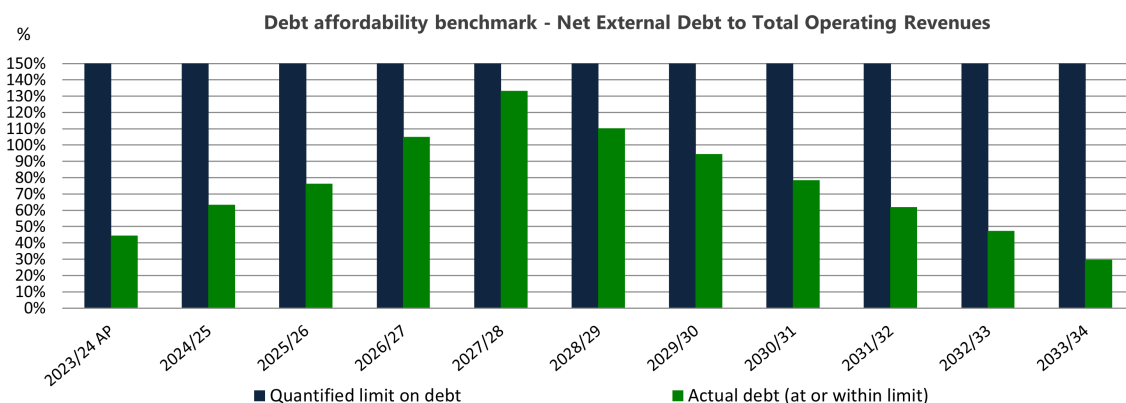
As per above, the Council's quantified rates income increase limits (black bars) as a percentage each year is based on LGCI plus 4.5%. The planned percentage rates increases (after growth) are compared to the limit in the graph below. Year 1 rates increase exceeds the limit for reasons noted elsewhere in this document.



Debt affordability benchmark

The Council meets the debt affordability benchmark if its planned borrowing is within the Council's quantified limits for borrowing, as set in the Long Term Plan.

The quantified limit is: Net External Debt (1) not to exceed 150% of Total Operating Revenue (2).



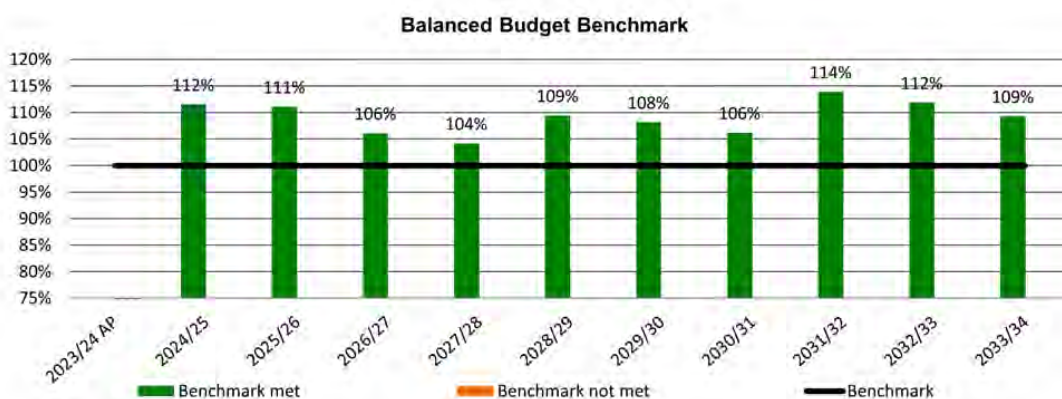
(1) Net External Debt is defined as gross external debt less all financial assets, including cash in bank.

(2) Operating Revenue is defined as all operating revenue as reported in the Prospective Statement of Comprehensive Income.

Balanced budget benchmark

The graph below shows the Council's forecast operating revenue as a proportion of operating expenses. The Council meets this benchmark if its operating revenue equals or is greater than its operating expenses.

As per the regulations, Operating Revenue definition excludes financial contributions and revaluations of assets.

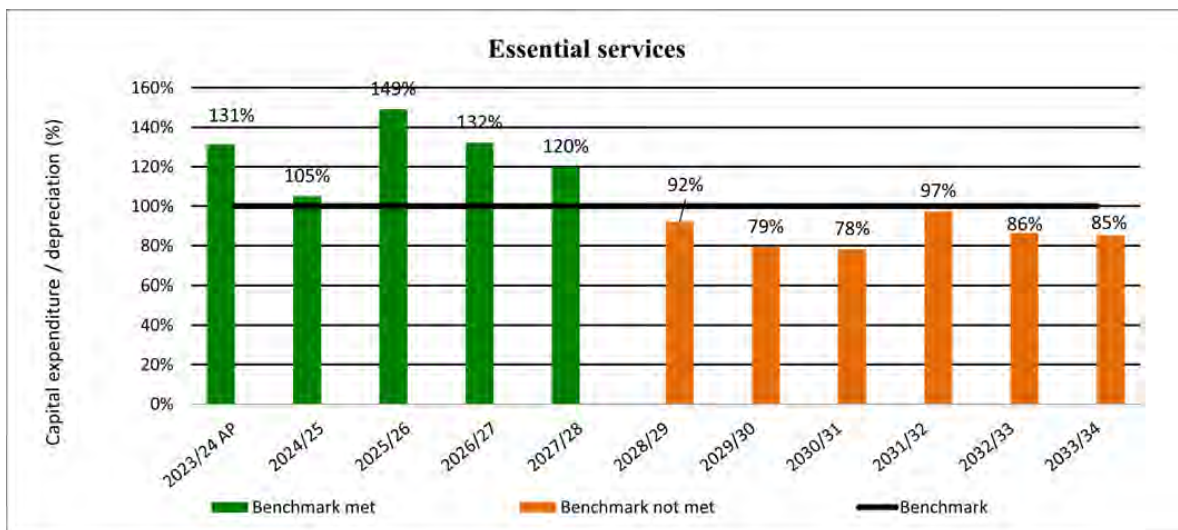


Note: across all years of this LTP the Council will achieve a balanced budget. Reflected in this result is the expectation that the subsidy income on the roading programme (provided by Waka Kotahi/NZTA) is achieved. There are cyclone reinstatement works and Mataikona Road upgrades scheduled and the subsidy for those works has not yet been confirmed but is included in the financial forecasts. The surpluses the Council projects achieving will be used to fund capital expenditure and debt repayment.

Essential services benchmark

The graph below shows the Council’s capital expenditure on network services as a proportion of depreciation on network services. The Council meets this benchmark if its capital expenditure on network services equals or is greater than depreciation on those network services.

Essential services are: roading, water supplies, sewerage systems and stormwater systems.

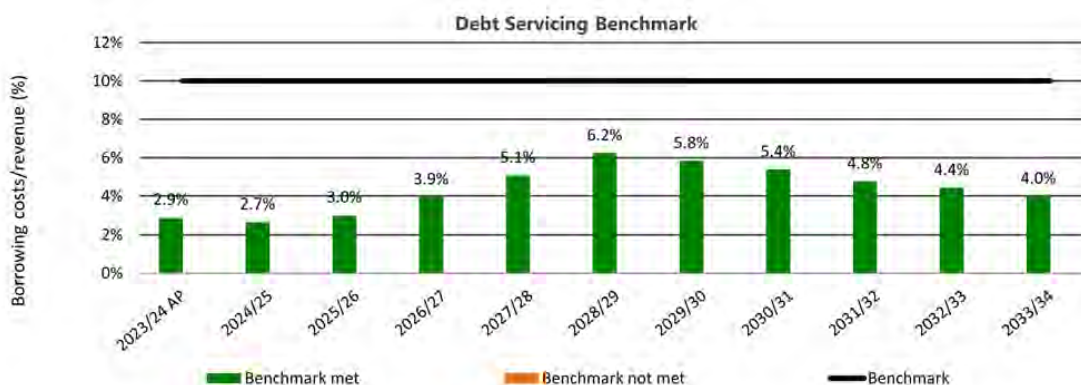


Note: many essential services assets have long lives and are at various stages through those lives. The Council’s replacement and renewal expenditure does not automatically follow the accounting measure of decline in service (depreciation). The Council’s asset management plans for each service outline the renewal and replacement programmes for each component of the assets employed to deliver the services.

Debt servicing benchmark

The graph below shows the Council’s borrowing costs as a proportion of operating revenue, as required by the regulations. To meet the benchmark the Council must stay within 10%.

This measure uses Operating Revenue definition which excludes financial contributions, vested assets, one-off grants for Capital Expenditure, gains on derivative financial instruments and revaluations of assets.



Funding Impact Statements

FUNDING IMPACT STATEMENT											
As required by the Local Government (Financial Reporting) Regulations 2014											
	Annual Plan	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
SOURCE	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
Sources of Operating Funding											
General rates, uniform charges, rates penalties	275	350	359	368	377	388	396	406	416	426	437
Targeted rates	40,816	45,525	49,320	53,122	56,518	60,600	62,354	63,761	65,617	67,112	68,087
Subsidies and grants (for operating)	4,368	5,179	4,913	4,922	4,894	5,006	5,119	5,228	5,337	5,452	5,559
Fees & charges	10,244	11,079	11,022	11,069	11,223	11,547	11,845	12,105	12,367	12,622	12,873
Interest & dividends	1,185	966	1,016	1,076	1,123	1,191	1,291	1,327	1,417	1,507	1,642
Other receipts (incl petrol tax & fines)	364	389	375	363	392	401	410	419	428	437	446
Total operating funding (A)	57,052	63,468	67,004	70,942	74,827	79,132	81,418	83,245	85,582	87,556	90,044
Applications of Operating Funding											
Payments to staff and suppliers	42,261	45,844	45,443	46,229	46,967	47,858	48,054	49,832	50,920	52,291	53,508
Finance costs	2,966	2,791	3,211	4,115	5,218	6,580	6,420	6,183	5,837	5,701	5,519
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
Total applications of operating funding (B)	45,227	48,636	48,654	50,344	52,185	54,438	55,474	56,015	56,757	57,991	59,028
Surplus/(Deficit) of operating funding (A-B)	11,825	14,833	18,350	20,598	22,342	24,714	25,942	27,230	28,826	29,565	31,018
Sources of Capital Funding											
Subsidies & grants for capital expenditure	23,582	14,251	11,023	8,356	6,165	9,389	8,926	6,912	9,771	9,658	7,180
Development & financial contributions	2,124	1,843	3,543	2,943	2,043	2,124	2,124	2,124	2,124	2,124	2,124
Increase/(decrease) in debt	8,600	10,408	16,854	21,721	25,201	(2,802)	(4,691)	(5,792)	(1,391)	(2,482)	(5,919)
Gross proceeds from sale of assets	5,385	138	5,404	20	20	20	20	20	104	20	20
Lump sum contributions	200	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
Total sources of capital funding (C)	39,871	26,440	36,823	33,040	33,428	8,731	6,378	3,264	10,608	9,320	3,384
Application of Capital Funding											
Capital expenditure:											
-to meet additional demand	2,280	-	6,989	3,270	2,407	-	-	-	-	-	-
-to improve level of service	12,954	15,547	27,389	31,838	32,827	7,529	7,100	3,926	10,627	8,920	4,276
-to replace existing assets	34,371	27,613	17,579	17,506	19,223	18,358	17,427	17,356	18,317	18,030	18,476
Increase/(decrease) in reserves	1,421	(2,509)	2,645	521	845	7,102	7,310	8,700	9,946	10,416	11,100
Increase/(decrease) in investments	671	622	570	503	468	457	484	514	544	519	550
Total application of capital funding (D)	51,696	41,272	55,173	53,838	55,770	33,445	32,320	30,495	39,433	38,885	34,402
Surplus / (deficit) of capital funding (C-D)	(11,825)	(14,833)	(18,350)	(20,598)	(22,342)	(24,714)	(25,942)	(27,230)	(28,826)	(29,565)	(31,018)
Funding balance (A-B)-(C-D)	0	0	0	0	0	0	0	0	0	0	0

FUNDING IMPACT STATEMENT	Annual Plan	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
Reconciliation - between FIS & Financial Statements											
Operating Funding (revenue) - per FIS	57,052	63,468	67,004	70,942	74,527	79,132	81,416	83,245	86,582	87,556	90,044
Capital Funding (revenue) - per FIS	25,806	15,894	14,566	11,299	8,208	11,613	11,049	9,036	11,894	11,782	9,284
Operating Revenue - per Stmt of Comp. Revenue & Expense	82,958	79,362	81,570	82,241	82,734	90,644	92,465	92,281	97,477	99,338	99,328
Less Other Gains/(losses) - on revaluation & disposal	4,389	31	4,363	30	31	32	33	34	31	32	33
Operating Expenditure - per FIS	82,958	79,362	81,570	82,241	82,734	90,644	92,465	92,281	97,477	99,338	99,328
Add depreciation	45,227	48,836	48,654	50,344	52,185	54,418	55,474	56,015	58,757	57,991	59,026
Operating Expenditure - per Stmt of Comp. Revenue & Expense	18,946	21,007	21,543	24,347	25,215	26,419	28,044	28,889	28,958	28,916	29,015
Capital Expenditure - per FIS	64,173	69,643	70,197	74,891	77,400	80,837	83,517	84,904	83,715	86,908	88,941
Capital Expenditure - per Cost of Service Statements	64,173	69,643	70,197	74,891	77,400	80,837	83,517	84,904	83,715	86,908	88,941
Transfer to/(from) Reserves - per COSS	49,604	43,160	51,957	52,614	54,457	25,887	24,526	21,281	28,943	27,950	22,752
Depreciation transferred to reserves - per COSS	49,604	43,160	51,957	52,614	54,457	25,887	24,526	21,281	28,943	27,950	22,752
Proceeds from sale of assets - Tsf to reserves	(10,268)	(10,100)	(11,406)	(9,390)	(9,844)	(4,067)	(4,880)	(3,889)	(3,602)	(3,297)	(3,912)
Increase/(Decrease) in Reserves - per FIS	6,324	7,453	8,848	9,890	10,470	11,148	12,170	12,568	13,444	13,693	14,992
	5,365	138	5,404	20	20	20	20	20	104	20	20
	1,421	(2,509)	2,645	521	845	7,102	7,310	8,700	9,946	10,416	11,100
	1,421	(2,509)	2,645	521	845	7,102	7,310	8,700	9,946	10,416	11,100

FUNDING IMPACT STATEMENT											
As required by the Local Government (Financial Reporting) Regulations 2014											
	Annual Plan	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
ROADING	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
Sources of Operating Funding											
General rates, uniform charges, rates penalties	-	-	-	-	-	-	-	-	-	-	-
Targeted rates	8,835	10,456	11,718	12,533	13,665	14,616	14,895	15,429	16,335	16,317	16,936
Subsidies and grants (for operating)	3,096	3,842	3,753	3,969	4,059	4,154	4,248	4,338	4,429	4,525	4,614
Fees & charges	96	96	89	101	103	106	108	110	113	115	118
Internal charges & overheads recovered	-	-	-	-	-	-	-	-	-	-	-
Interest & dividends	-	-	-	-	-	-	-	-	-	-	-
Other receipts (incl petrol tax & fines)	200	200	206	210	215	220	225	230	235	240	245
Total operating funding (A)	12,226	14,394	15,776	16,813	18,043	19,097	19,477	20,108	21,111	21,197	21,912
Applications of Operating Funding											
Payments to staff and suppliers	6,256	7,393	7,570	8,013	8,196	8,393	8,584	8,766	8,949	9,139	9,322
Finance costs	33	199	333	417	535	570	648	726	704	780	856
Internal charges and overheads applied	1,594	1,661	1,732	1,816	1,862	1,927	2,026	2,061	2,141	2,227	2,257
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
Total applications of operating funding (B)	7,884	9,253	9,635	10,247	10,594	10,890	11,258	11,553	11,793	12,146	12,435
Surplus/(Deficit) of operating funding (A-B)	4,343	5,141	6,142	6,567	7,449	8,206	8,219	8,554	9,318	9,051	9,477
Sources of Capital Funding											
Subsidies & grants for capital expenditure	18,927	8,983	8,476	8,356	6,165	9,389	8,926	6,912	9,771	9,658	7,160
Development & financial contributions	600	600	2,400	1,600	600	600	600	600	600	600	600
Increase/(decrease) in debt	4,939	2,799	1,663	2,313	437	1,536	1,516	(498)	1,502	1,470	(664)
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
Total sources of capital funding (C)	24,466	12,382	12,439	12,269	7,201	11,526	11,042	7,014	11,872	11,729	7,097
Application of Capital Funding											
Capital expenditure:											
- to meet additional demand	460	-	2,138	3,270	2,407	-	-	-	-	-	-
- to improve level of service	2,422	1,648	7,102	6,904	2,812	6,411	6,552	2,169	6,822	6,982	2,302
- to replace existing assets	25,147	14,454	8,314	8,849	9,045	10,426	9,460	10,249	10,702	10,362	10,563
Increase/(decrease) in reserves	790	1,421	1,026	(187)	386	2,895	3,250	3,151	3,667	3,455	3,709
Increase/(decrease) in investments	-	-	-	-	-	-	-	-	-	-	-
Total application of capital funding (D)	28,809	17,523	18,580	18,836	14,650	19,732	19,261	15,669	21,190	20,779	16,574
Surplus/(deficit) of capital funding (C-D)	(4,343)	(5,141)	(6,142)	(6,567)	(7,449)	(8,206)	(8,219)	(8,554)	(9,318)	(9,051)	(9,477)
Funding balance (A-B)+(C-D)	0	0	0	0	0	0	0	0	0	0	0

FUNDING IMPACT STATEMENT											
As required by the Local Government (Financial Reporting) Regulations 2014											
	Annual Plan 2023/24	Year 1 2024/25	Year 2 2025/26	Year 3 2026/27	Year 4 2027/28	Year 5 2028/29	Year 6 2029/30	Year 7 2030/31	Year 8 2031/32	Year 9 2032/33	Year 10 2033/34
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
WATER SERVICES											
Sources of Operating Funding											
General rates, uniform charges, rates penalties	-	-	-	-	-	-	-	-	-	-	-
Targeted rates	4,875	5,304	5,657	6,293	6,761	7,486	7,887	8,023	8,134	8,382	8,652
Subsidies and grants (for operating)	-	-	-	-	-	-	-	-	-	-	-
Fees & charges	545	595	617	497	511	525	538	552	565	577	590
Internal charges & overheads recovered	131	86	91	93	95	97	99	101	103	106	108
Interest & dividends	5	6	5	5	5	6	6	6	6	6	6
Other receipts (incl petrol tax & fines)	-	-	-	-	-	-	-	-	-	-	-
Total operating funding (A)	5,356	5,993	6,370	6,888	7,362	8,114	8,530	8,682	8,808	9,071	9,357
Applications of Operating Funding											
Payments to staff and suppliers	2,094	2,265	2,344	2,389	2,480	2,508	2,578	2,623	2,691	2,734	2,802
Finance costs	376	384	453	681	991	1,319	1,334	1,286	1,236	1,182	1,191
Internal charges and overheads applied	1,001	1,090	1,142	1,198	1,233	1,279	1,338	1,363	1,414	1,469	1,492
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
Total applications of operating funding (B)	3,470	3,740	3,939	4,269	4,693	5,106	5,250	5,271	5,341	5,385	5,485
Surplus/(Deficit) of operating funding (A-B)	1,886	2,253	2,431	2,619	2,679	3,008	3,281	3,410	3,467	3,686	3,871
Sources of Capital Funding											
Subsidies & grants for capital expenditure	-	-	-	-	-	-	-	-	-	-	-
Development & financial contributions	-	-	-	-	-	-	-	-	-	-	-
Increase/(decrease) in debt	653	1,633	4,356	6,118	6,123	258	(995)	(1,054)	(1,114)	108	(1,181)
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
Total sources of capital funding (C)	653	1,633	4,356	6,118	6,123	258	(995)	(1,054)	(1,114)	108	(1,181)
Application of Capital Funding											
Capital expenditure:											
- to meet additional demand	180	-	863	-	-	-	-	-	-	-	-
- to improve level of service	564	200	3,656	7,929	6,870	-	-	-	-	26	-
- to replace existing assets	1,844	5,030	4,373	2,225	2,234	3,478	3,066	2,395	2,516	3,788	2,562
Increase/(decrease) in reserves	(49)	(1,344)	(2,104)	(1,477)	(301)	(212)	(781)	(38)	(163)	(21)	128
Increase/(decrease) in investments	-	-	-	-	-	-	-	-	-	-	-
Total application of capital funding (D)	2,539	3,886	6,787	8,737	8,802	3,266	2,285	2,357	2,353	3,794	2,690
Surplus/(deficit) of capital funding (C-D)	(1,886)	(2,253)	(2,431)	(2,619)	(2,679)	(3,008)	(3,281)	(3,410)	(3,467)	(3,686)	(3,871)
Funding balance (A-B)-(C-D)	0	0	0	0	0	0	0	0	0	0	0

FUNDING IMPACT STATEMENT											
As required by the Local Government (Financial Reporting) Regulations 2014											
	Annual Plan	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
WASTEWATER SERVICES											
Sources of Operating Funding											
General rates, uniform charges, rates penalties	-	-	-	-	-	-	-	-	-	-	-
Targeted rates	7,999	8,486	8,979	9,474	9,445	9,804	9,935	10,119	10,292	10,686	11,036
Subsidies and grants (for operating)	-	-	-	-	-	-	-	-	-	-	-
Fees & charges	532	1,055	574	588	603	618	633	647	661	675	689
Internal charges & overheads recovered	39	50	52	53	54	55	57	58	59	60	61
Interest & dividends	-	-	-	-	-	-	-	-	-	-	-
Other receipts (incl petrol tax & fines)	-	-	-	-	-	-	-	-	-	-	-
Total operating funding (A)	8,570	9,591	9,605	10,114	10,102	10,277	10,625	10,824	11,012	11,421	11,786
Applications of Operating Funding											
Payments to staff and suppliers	1,637	2,275	1,853	1,895	1,941	1,987	2,032	2,076	2,117	2,158	2,201
Finance costs	1,782	1,671	1,482	1,383	1,248	1,169	1,009	948	678	620	459
Internal charges and overheads applied	1,387	1,457	1,511	1,570	1,609	1,663	1,737	1,767	1,828	1,892	1,921
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
Total applications of operating funding (B)	4,805	5,403	4,846	4,849	4,799	4,819	4,778	4,689	4,624	4,670	4,580
Surplus/(Deficit) of operating funding (A-B)	3,764	4,188	4,759	5,265	5,303	5,458	5,847	6,134	6,388	6,750	7,206
Sources of Capital Funding											
Subsidies & grants for capital expenditure	2,116	1,220	-	-	-	-	-	-	-	-	-
Development & financial contributions	170	170	170	170	170	170	170	170	170	170	170
Increase/(decrease) in debt	(811)	(2,803)	(2,989)	(3,058)	(3,208)	(3,313)	(3,298)	(3,509)	(1,207)	(3,394)	(2,042)
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
Total sources of capital funding (C)	1,474	(1,413)	(2,819)	(2,888)	(3,038)	(3,143)	(3,128)	(3,339)	(1,037)	(3,224)	(1,872)
Application of Capital Funding											
Capital expenditure:											
- to meet additional demand	1,300	-	1,414	-	-	-	-	-	-	-	-
- to improve level of service	1,733	-	-	-	-	-	-	-	2,520	621	1,898
- to replace existing assets	3,382	2,680	1,891	2,161	2,333	2,384	2,453	2,583	2,568	2,621	2,678
Increase/(decrease) in reserves	(1,177)	115	(1,365)	217	(66)	(79)	266	212	266	285	759
Increase/(decrease) in investments	-	-	-	-	-	-	-	-	-	-	-
Total application of capital funding (D)	5,238	2,775	1,940	2,377	2,267	2,315	2,719	2,795	5,352	3,527	5,334
Surplus / (deficit) of capital funding (C-D)	(3,764)	(4,188)	(4,759)	(5,265)	(5,303)	(5,458)	(5,847)	(6,134)	(6,388)	(6,750)	(7,206)
Funding balance (A-B)-(C-D)	0	0	0	0	0	0	0	0	0	0	0

FUNDING IMPACT STATEMENT											
As required by the Local Government (Financial Reporting) Regulations 2014											
	Annual Plan	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
STORMWATER SERVICES											
Sources of Operating Funding											
General rates, uniform charges, rates penalties	-	-	-	-	-	-	-	-	-	-	-
Targeted rates	822	1,041	1,169	1,345	1,574	1,600	1,719	1,750	1,754	1,871	1,894
Subsidies and grants (for operating)	-	-	-	-	-	-	-	-	-	-	-
Fees & charges	-	-	-	-	-	-	-	-	-	-	-
Internal charges & overheads recovered	-	-	-	-	-	-	-	-	-	-	-
Interest & dividends	-	-	-	-	-	-	-	-	-	-	-
Other receipts (incl petrol tax & fines)	-	-	-	-	-	-	-	-	-	-	-
Total operating funding (A)	822	1,041	1,169	1,345	1,574	1,600	1,719	1,750	1,754	1,871	1,894
Applications of Operating Funding											
Payments to staff and suppliers	204	262	265	278	281	286	301	303	308	322	324
Finance costs	21	17	14	75	128	123	116	112	107	103	100
Internal charges and overheads applied	336	359	374	388	398	410	423	431	443	456	465
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
Total applications of operating funding (B)	561	638	653	741	807	819	841	846	857	882	888
Surplus/(Deficit) of operating funding (A-B)	361	402	516	603	768	781	878	904	897	990	1,006
Sources of Capital Funding											
Subsidies & grants for capital expenditure	-	300	-	-	-	-	-	-	-	-	-
Development & financial contributions	-	-	-	-	-	-	-	-	-	-	-
Increase/(decrease) in debt	173	(43)	1,216	1,040	(103)	(108)	(114)	(120)	(62)	(65)	(69)
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
Total sources of capital funding (C)	173	257	1,216	1,040	(103)	(108)	(114)	(120)	(62)	(65)	(69)
Application of Capital Funding											
Capital expenditure:											
- to meet additional demand	-	-	435	-	-	-	-	-	-	-	-
- to improve level of service	213	-	1,089	1,115	626	470	482	493	-	-	-
- to replace existing assets	479	610	653	1,087	718	705	722	739	756	772	789
Increase/(decrease) in reserves	(158)	50	(444)	(559)	(678)	(502)	(440)	(448)	79	152	148
Increase/(decrease) in investments	-	-	-	-	-	-	-	-	-	-	-
Total application of capital funding (D)	534	660	1,732	1,643	665	673	764	784	835	924	937
Surplus/(deficit) of capital funding (C-D)	(361)	(402)	(516)	(603)	(768)	(781)	(878)	(904)	(897)	(990)	(1,006)
Funding balance (A-B)-(C-D)	0	0	0	0	0	0	0	0	0	0	0

FUNDING IMPACT STATEMENT											
As required by the Local Government (Financial Reporting) Regulations 2014											
	Annual Plan 2023/24	Year 1 2024/25	Year 2 2025/26	Year 3 2026/27	Year 4 2027/28	Year 5 2028/29	Year 6 2029/30	Year 7 2030/31	Year 8 2031/32	Year 9 2032/33	Year 10 2033/34
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
SOLID WASTE SERVICES											
Sources of Operating Funding											
General rates, uniform charges, rates penalties	-	-	-	-	-	-	-	-	-	-	-
Targeted rates	1,313	1,555	1,557	1,498	1,469	1,444	1,554	1,455	1,380	1,427	1,452
Subsidies and grants (for operating)	430	652	672	684	701	717	733	749	764	780	796
Fees & charges	4,875	4,861	4,969	5,111	5,055	5,172	5,290	5,402	5,515	5,627	5,740
Internal charges & overheads recovered	180	167	172	176	180	184	189	193	197	201	205
Interest & dividends	-	-	-	-	-	-	-	-	-	-	-
Other receipts (incl petrol tax & fines)	-	-	-	-	-	-	-	-	-	-	-
Total operating funding (A)	6,599	7,235	7,399	7,468	7,405	7,518	7,766	7,798	7,856	8,035	8,192
Applications of Operating Funding											
Payments to staff and suppliers	5,672	5,852	5,976	6,004	6,041	6,095	6,209	6,366	6,498	6,631	6,763
Finance costs	71	57	47	40	58	50	83	53	47	46	45
Internal charges and overheads applied	534	791	828	869	892	928	978	997	1,037	1,060	1,098
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
Total applications of operating funding (B)	6,277	6,700	6,851	6,913	6,991	7,073	7,330	7,415	7,583	7,757	7,904
Surplus/(Deficit) of operating funding (A-B)	322	535	548	555	414	446	435	383	273	278	288
Sources of Capital Funding											
Subsidies & grants for capital expenditure	-	-	-	-	-	-	-	-	-	-	-
Development & financial contributions	-	-	-	-	-	-	-	-	-	-	-
Increase/(decrease) in debt	(198)	(213)	(228)	319	(222)	258	(221)	(141)	(33)	(34)	(36)
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	200	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
Total sources of capital funding (C)	2	(213)	(228)	319	(222)	258	(221)	(141)	(33)	(34)	(36)
Application of Capital Funding											
Capital expenditure:											
- to meet additional demand	-	-	-	-	-	-	-	-	-	-	-
- to improve level of service	21	-	-	-	58	457	-	-	-	-	-
- to replace existing assets	400	-	21	546	22	57	23	-	24	-	25
Increase/(decrease) in reserves	(97)	322	299	327	114	189	191	242	216	243	227
Increase/(decrease) in investments	-	-	-	-	-	-	-	-	-	-	-
Total application of capital funding (D)	324	322	321	873	192	704	214	242	241	243	252
Surplus/(deficit) of capital funding (C-D)	(322)	(535)	(548)	(555)	(414)	(446)	(435)	(383)	(273)	(278)	(288)
Funding balance (A-B)-(C-D)	0	0	0	0	0	0	0	0	0	0	0

FUNDING IMPACT STATEMENT											
As required by the Local Government (Financial Reporting) Regulations 2014											
	Annual Plan 2023/24	Year 1 2024/25	Year 2 2025/26	Year 3 2026/27	Year 4 2027/28	Year 5 2028/29	Year 6 2029/30	Year 7 2030/31	Year 8 2031/32	Year 9 2032/33	Year 10 2033/34
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
COMMUNITY FACILITIES / AATANGA											
Sources of Operating Funding											
General rates, uniform charges, rates penalties	-	-	-	-	-	-	-	-	-	-	-
Targeted rates	10,372	11,502	12,487	13,853	15,310	17,324	17,705	18,190	18,762	19,171	19,744
Subsidies and grants (for operating)	165	44	45	46	47	49	50	51	52	53	54
Fees & charges	1,775	1,861	2,112	2,058	2,142	2,240	2,336	2,392	2,438	2,501	2,547
Internal charges & overheads recovered	808	875	882	889	910	931	953	973	993	1,013	1,034
Interest & dividends	-	-	-	-	-	-	-	-	-	-	-
Other receipts (incl petrol tax & fines)	-	-	-	-	-	-	-	-	-	-	-
Total operating funding (A)	13,120	14,282	15,528	16,847	18,409	20,544	21,043	21,805	22,244	22,738	23,378
Applications of Operating Funding											
Payments to staff and suppliers	7,646	8,438	8,614	8,478	8,767	8,888	9,081	9,263	9,520	9,739	9,995
Finance costs	361	317	662	1,301	2,042	3,116	3,037	2,950	2,859	2,766	2,669
Internal charges and overheads applied	3,008	3,081	3,200	3,352	3,453	3,558	3,704	3,759	3,888	4,027	4,078
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
Total applications of operating funding (B)	11,016	11,836	12,476	13,132	14,261	15,559	15,822	15,971	16,267	16,532	16,742
Surplus/(Deficit) of operating funding (A-B)	2,104	2,446	3,050	3,718	4,148	4,985	5,222	5,634	5,977	6,206	6,636
Sources of Capital Funding											
Subsidies & grants for capital expenditure	2,540	3,748	2,547	-	-	-	-	-	-	-	-
Development & financial contributions	-	-	-	-	-	-	-	-	-	-	-
Increase/(decrease) in debt	1,689	6,927	12,420	14,541	21,762	(1,830)	(2,000)	(917)	(951)	(1,011)	(2,399)
Gross proceeds from sale of assets	5,345	119	5,394	-	-	-	-	-	84	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
Total sources of capital funding (C)	9,574	10,793	20,359	14,541	21,762	(1,830)	(2,000)	(917)	(866)	(1,011)	(2,399)
Application of Capital Funding											
Capital expenditure:											
- to meet additional demand	350	-	2,138	-	-	-	-	-	-	-	-
- to improve level of service	5,162	11,684	15,532	15,880	22,448	179	55	1,248	1,273	1,299	59
- to replace existing assets	2,609	3,717	1,874	2,186	4,477	908	1,259	972	1,332	1,022	1,411
Increase/(decrease) in reserves	3,559	(2,162)	3,855	191	(1,015)	2,067	1,908	2,497	2,506	2,874	2,767
Increase/(decrease) in investments	-	-	-	-	-	-	-	-	-	-	-
Total application of capital funding (D)	11,678	13,239	23,399	18,256	25,910	3,155	3,222	4,717	5,111	5,195	4,237
Surplus/(deficit) of capital funding (C-D)	(2,104)	(2,446)	(3,050)	(3,718)	(4,148)	(4,985)	(5,222)	(5,634)	(5,977)	(6,206)	(6,636)
Funding balance (A-B)-(C-D)	0	0	0	0	0	0	0	0	0	0	0

FUNDING IMPACT STATEMENT											
As required by the Local Government (Financial Reporting) Regulations 2014											
	Annual Plan 2023/24 (\$000)	Year 1 2024/25 (\$000)	Year 2 2025/26 (\$000)	Year 3 2026/27 (\$000)	Year 4 2027/28 (\$000)	Year 5 2028/29 (\$000)	Year 6 2029/30 (\$000)	Year 7 2030/31 (\$000)	Year 8 2031/32 (\$000)	Year 9 2032/33 (\$000)	Year 10 2033/34 (\$000)
REGULATORY SERVICES											
Sources of Operating Funding											
General rates, uniform charges, rates penalties	-	-	-	-	-	-	-	-	-	-	-
Targeted rates	3,542	4,145	4,529	4,678	4,744	4,888	4,929	5,058	5,114	5,368	5,411
Subsidies and grants (for operating)	-	622	-	-	-	-	-	-	-	-	-
Fees & charges	2,379	2,327	2,335	2,426	2,514	2,583	2,630	2,686	2,754	2,798	2,854
Internal charges & overheads recovered	322	349	358	367	376	384	393	402	410	418	427
Interest & dividends	6	6	6	7	7	7	7	7	7	8	8
Other receipts (incl petrol tax & fines)	164	169	169	173	172	181	185	189	193	197	201
Total operating funding (A)	6,413	7,618	7,398	7,650	7,817	8,044	8,144	8,340	8,478	8,789	8,900
Applications of Operating Funding											
Payments to staff and suppliers	4,741	5,600	4,830	4,763	4,827	4,978	5,018	5,182	5,222	5,558	5,905
Finance costs	16	15	89	88	86	84	82	79	76	73	70
Internal charges and overheads applied	2,108	2,250	2,428	2,550	2,635	2,708	2,767	2,824	2,900	2,991	3,049
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
Total applications of operating funding (B)	6,863	7,865	7,148	7,401	7,548	7,769	7,865	8,064	8,198	8,623	9,024
Surplus/(Deficit) of operating funding (A-B)	(449)	(247)	251	249	269	274	280	278	280	166	(124)
Sources of Capital Funding											
Subsidies & grants for capital expenditure	-	-	-	-	-	-	-	-	-	-	-
Development & financial contributions	1,354	873	973	1,173	1,273	1,354	1,354	1,354	1,354	1,354	1,354
Increase/(decrease) in debt	1,488	1,491	(48)	(60)	(53)	(55)	(58)	(61)	(65)	(68)	(72)
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
Total sources of capital funding (C)	2,842	2,364	925	1,113	1,220	1,299	1,296	1,292	1,289	1,265	1,281
Application of Capital Funding											
Capital expenditure:											
- to meet additional demand	-	-	-	-	-	-	-	-	-	-	-
- to improve level of service	2,600	2,004	-	-	4	-	-	5	-	-	5
- to replace existing assets	47	60	10	10	11	11	11	11	12	12	12
Increase/(decrease) in reserves	(154)	53	1,166	1,361	1,474	1,562	1,564	1,552	1,557	1,440	1,140
Increase/(decrease) in investments	-	-	-	-	-	-	-	-	-	-	-
Total application of capital funding (D)	2,393	2,117	1,176	1,372	1,490	1,573	1,575	1,568	1,569	1,452	1,157
Surplus/(deficit) of capital funding (C-D)	449	247	(251)	(249)	(269)	(274)	(280)	(276)	(280)	(166)	124
Funding balance (A-B)+(C-D)	0	0	0	0	0	0	0	0	0	0	0

FUNDING IMPACT STATEMENT											
As required by the Local Government (Financial Reporting) Regulations 2014											
	Annual Plan	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
LEADERSHIP STRATEGY & CORPORATE SERVICES	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
Sources of Operating Funding											
General rates, uniform charges, rates penalties											
Targeted rates	3,972	4,190	4,420	4,688	4,842	4,984	5,104	5,183	5,321	5,418	5,544
Subsidies and grants (for operating)	678	218	442	223	87	86	88	90	92	94	98
Fees & charges	242	286	286	288	295	302	309	316	322	329	336
Internal charges & overheads recovered	11,134	12,382	13,047	13,638	14,038	14,500	15,032	15,311	15,819	16,389	16,632
Interest & dividends	1,174	954	1,004	1,066	1,111	1,179	1,279	1,314	1,404	1,494	1,629
Other receipts (incl petrol tax & fines)	-	-	-	-	-	-	-	-	-	-	-
Total operating funding (A)	17,199	18,029	19,199	19,903	20,371	21,031	21,813	22,193	22,958	23,724	24,237
Applications of Operating Funding											
Payments to staff and suppliers	14,087	14,276	14,699	14,852	14,902	15,211	15,695	15,843	16,205	16,623	16,832
Finance costs	306	131	130	130	130	130	130	130	129	129	129
Internal charges and overheads applied	3,311	3,508	3,718	3,898	4,027	4,195	4,207	4,287	4,400	4,533	4,617
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
Total applications of operating funding (B)	17,704	17,916	18,546	18,878	19,059	19,476	20,032	20,269	20,734	21,285	21,578
Surplus/(Deficit) of operating funding (A-B)	(505)	114	653	1,025	1,312	1,555	1,781	1,934	2,225	2,438	2,658
Sources of Capital Funding											
Subsidies & grants for capital expenditure	-	-	-	-	-	-	-	-	-	-	-
Development & financial contributions	-	-	-	-	-	-	-	-	-	-	-
Increase/(decrease) in debt	(5)	(6)	(6)	(4)	(5)	(5)	(5)	(5)	(6)	(6)	(7)
Gross proceeds from sale of assets	20	20	20	20	20	20	20	20	20	20	20
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
Total sources of capital funding (C)	15	14	14	16	15	15	15	15	14	14	13
Application of Capital Funding											
Capital expenditure:											
- to meet additional demand	-	-	-	-	-	-	-	-	-	-	-
- to improve level of service	340	10	11	11	11	11	12	12	12	12	13
- to replace existing assets	463	1,082	444	442	386	378	432	405	409	453	436
Increase/(decrease) in reserves	(1,293)	(964)	213	587	931	1,181	1,352	1,531	1,819	1,967	2,223
Increase/(decrease) in investments	-	-	-	-	-	-	-	-	-	-	-
Total application of capital funding (D)	(490)	128	667	1,040	1,327	1,571	1,796	1,949	2,238	2,453	2,672
Surplus/(deficit) of capital funding (C-D)	505	(114)	(653)	(1,025)	(1,312)	(1,555)	(1,781)	(1,934)	(2,225)	(2,438)	(2,658)
Funding balance (A-B)(C-D)	0	0	0	0	0	0	0	0	0	0	0

Rating Funding Impact Statement

1. Introduction

1.1 A Funding Impact Statement must be prepared pursuant to Schedule 10 of the Local Government Act 2002.

1.2 Various sections of the Local Government (Rating) Act 2002 refer to the Funding Impact Statement. Those sections require:

- The basis of setting the general rate, i.e. land or capital value (Section 13).
- Any category or categories that will be used for differentiating the general rate (Section 14).
- The function or functions for which a targeted rate will be set (Section 16).
- Any category or categories of land that will be used to set a targeted rate on a differential basis or determine whether a property will be liable for a targeted rate (Section 17).
- Any factor that will be used to calculate liability for a targeted rate (Section 18).
- An indication that Council wishes to set a charge for water supply by volume of water consumed if Council is intending to do so (Section 19).

1.3 Important

Throughout this statement a level of rate or charge is specified. These are indicative figures included to give ratepayers an estimate of what their level of rates is likely to be and are based on the rating requirements of year 1 of the Long-Term Plan. These figures are as close an estimate as possible to the actual rates that will be assessed in the coming year. The actual figures will be determined on adoption of the Long-Term Plan and Rates Resolution prior to 30 June 2024.

1.4 All figures for Rates and Charges as shown are inclusive of GST (unless stated). The revenue raised in each instance is the total revenue required by the Council before accounting for GST to central government.

1.5 The net operating expenses (net of user charges, subsidies and other external revenue) of the Council for 2024/25 totals \$53.5 million (incl. GST) and will be provided by the various rating mechanisms outlined within the Revenue & Financing Policy (to be adopted as part of the 2024-34 Long-Term Plan).

1.6 The Policy has been through a full review and public consultation process during the second half of 2023. The changes to the Policy have been incorporated into the proposed rating impact data that is included with the LTP consultation document. The table on the following page illustrates the application of the policy to the funding requirements in the first three years of the Long-term Plan.

1.7 In addition to operating expenditure, the Council has significant capital works programme scheduled for 2024/34 Long-term Plan. The funding sources for that programme are noted in the Capital Expenditure Statements in this document.

1.8 Separately Used or Inhabited Part of a Rating Unit.

The following definition applies to the levying of all targeted rates by the Masterton District Council where the Council has determined that the rate shall apply to each separately used or inhabited part of a rating unit:

- A separately used or inhabited part of a rating unit includes any portion inhabited or used by the owner, or person other than the owner, and who has the right to use or inhabit that portion by virtue of a tenancy, lease or other agreement. This definition includes separately used parts, whether or not actually occupied at any

particular time, which are provided by the owner for rental (or other form of occupation) on an occasional or long term basis by someone other than the owner.

- For clarity, a separately used or inhabited portion of a dwelling will have as a minimum, a kitchen sink, bathroom and toilet

RATING FUNDING IMPACT STATEMENT SUMMARY - Draft LTP 2024-25						
DISTRICT VALUES						
(ESTIMATED for 30-6-24)	U1	U2	Total Urban	Total Rural	Total District	
Differential	1	2.0				
District Land Value	2,136,121,000	361,974,500	2,498,095,500	3,250,683,700	5,748,779,200	
District Capital Value	4,814,790,500	755,295,000	5,570,085,500	4,932,089,300	10,502,175,800	
Targeted Uniform Charges (no.)	9,479	746	10,225	4,026	14,251	
Water Charges (no.)	9,480	702	10,181	-	10,181	
Sewerage Charges (no.)	9,298	715	10,012	-	10,012	
Recycling Charges (no.)	9,323	710	10,033	-	10,033	
Note: the valuation figures and numbers of charges listed above are an estimate of the values and numbers as at 30 June 2024						
			All Rates INCLUDING GST at 15%			
			UNIFORM CHARGES AND RATES IN \$			
	Urban	Rural	Total	Residential	Non-residential	Rural
TARGETED CHARGES	\$ 40,002,693	\$ 13,489,202	\$ 53,491,895			
Uniform Charge	5,524,271	2,728,889	8,253,169	\$ 540.00	\$ 540.00	\$ 678.00
Roading Charge	899,756	2,214,300	3,114,056	\$ 88.00	\$ 88.00	\$ 550.00
Recycling Collection Charge	1,013,283	-	1,013,283	\$ 101.00	\$ 101.00	-
sub total	7,437,309	4,943,199	12,380,508			
	18.59%	36.6%	23.1%			
Water Charge	1,761,313	-	1,761,313	\$ 173.00	\$ 173.00	-
Sewerage Charge	2,743,288	-	2,743,288	\$ 274.00	\$ 274.00	-
sub total	4,504,601	-	4,504,601	\$ 1,176.00	\$ 1,176.00	\$ 1,228.00
	11.3%	-	8.4%			
TARGETED LAND VALUE RATES						
Roading Rate	3,698,220	5,169,949	8,868,169	0.001293	0.002586	0.001590
	3,698,220	5,169,949	8,868,169	0.001293	0.002586	0.001590
	9.24%	38.3%	16.8%			
TARGETED CAPITAL VALUE RATES						
Representation & Developmt Rate	2,660,169	707,134	3,367,303	0.000421	0.000642	0.000143
Regulatory Services Rate	3,523,056	936,509	4,459,564	0.000557	0.001124	0.000190
Sundry Facilities Rate	3,280,108	992,357	4,272,465	0.000519	0.001038	0.000201
Civic Amenities Rate	4,336,509	-	4,336,509	0.000686	0.001372	-
Water Rate	4,125,306	-	4,125,306	0.000633	0.001266	-
Sewerage Rate	6,401,714	-	6,401,714	0.000977	0.001954	-
sub total	24,326,863	2,635,999	26,962,862	0.003792	0.007584	0.000533
	60.8%	19.5%	50.4%			
	39,966,993	12,748,147	52,715,140			
OTHER TARGETED RATES						
Beach refuse & recycling collection	Targeted Chrg	134,130		\$ 255.00	Beach collections	
Opaki water race	Targeted LV rate	89,571		0.001463	per SLV of serviced properties	
Tinui water supply	Targeted Chrg	17,806		\$ 674.00	per connection	
Castlepoint sewerage	Targeted Chrg	134,270		\$ 652.00	per connection	
*RBCSS - connected charge	Targeted Chrg	292,851		\$ 717.00	per property using the system	
RBCSS - service available	Targeted Chrg	10,720		\$ 160.00	per servicable, but not connected property	
RBCSS - Capital TP Yr 15 of 20	Targeted Chrg	52,424	time payments	\$ 1,643.40	31.9 paying off capital	
Tinui sewerage - TP stage I	Targeted Chrg	213	time payments	\$ 212.50	1 paying off stage I	
Tinui sewerage - TP stage I & II	Targeted Chrg	5,212	time payments	\$ 744.50	7 paying off stage I & II	
Tinui sewerage - operating	Targeted Chrg	10,749	operating	\$ 566.00	per connection	
Sewerage tmt charge (liquid only)		35,700		\$ 525.00	per equivalent connection	
Total Rates	\$ 40,002,693	\$ 13,497,092	\$ 53,499,785			
TP = time payment	*RBCSS = Riversdale Beach Community Sewerage Scheme					

WATER FUNDING IMPACT STATEMENT - RATES REVENUE BY RATE TYPE										
(All figures exclude GST)										
(NZ\$ 000's)										
2024/25 LTP Year 1										
Amount to be Collected by Ward:										
Urban Rural Total										
2025/26 LTP Year 2										
Amount to be Collected by Ward										
Urban Rural Total										
2026/27 LTP Year 3										
Amount to be Collected by Ward										
Urban Rural Total										
Targeted Differential Rates across the District										
Roading Rate	LV rate	3,218	4,496	7,711	3,531	5,087	8,618	3,795	5,444	9,239
Representation & Development Rate	CV rate	2,314	615	2,929	2,411	641	3,052	2,562	681	3,243
Regulatory Services Rate	CV rate	3,070	814	3,884	3,277	869	4,146	3,413	905	4,318
Sundry Facilities & Services Rate	CV rate	2,853	863	3,716	3,053	928	3,981	3,549	1,054	4,603
Targeted Uniform Charge	Chrg	4,801	2,374	7,175 *	5,352	2,573	7,925 *	5,921	2,748	8,670 *
Targeted Rooding Charge	Chrg	782	1,925	2,708 *	880	2,181	3,061 *	925	2,332	3,256 *
		17,036	11,087	28,123	18,504	12,282	30,784	20,165	13,166	33,328
Targeted Rates										
Recycling Collection Charge	Chrg	881	-	881 *	907	-	907 *	890	-	890 *
Civic Amenities Rate	CV rate	3,772	-	3,772	4,073	-	4,073	4,281	-	4,281
Urban Water Supply Rate	CV rate	3,587	-	3,587	3,829	-	3,829	4,283	-	4,283
Urban Water Supply Charge	Chrg	1,532	-	1,532	1,638	-	1,638	1,633	-	1,633
Urban Sewerage Rate	CV rate	5,566	-	5,566	5,902	-	5,902	6,233	-	6,233
Urban Sewerage Charge	Chrg	2,385	-	2,385	2,533	-	2,533	2,673	-	2,673
Beach Collections Charge	Chrg	-	117	117	-	117	117	-	117	117
Rural water & sewerage rates**	Chrg	27	483	510	27	417	445	31	445	476
		17,750	600	18,350	18,910	534	19,444	20,183	562	20,745
Total Rates**		34,786	11,687	46,473	37,414	12,816	50,228	40,348	13,728	54,073
Percentage Change (after growth)		9.3%	15.1%	10.6%	6.4%	8.7%	7.0%	6.7%	6.1%	6.6%
* Charges (per sec 21(2)(b)) as % of Total Rates not to exceed 30%				23.1%	23.7%			25.7%		
** Note: figures above exclude Riversdale & Tinui capital contributions										
Riversdale Beach sewerage capital contributions			46	46		46	46		46	46
Tinui sewerage capital contributions			5	5		5	5		5	5

Rating Funding Impact Statement – Setting the Rates

2. DIFFERENTIAL RATES ACROSS THE DISTRICT

2.1 The Council proposes to continue its practice of not having one ‘General Rate’ but instead having a number of targeted rates charged across the district, set on a differential basis (see urban/rural cost allocations by service) and levied on either land value or capital value, as described in the Revenue & Financing Policy.

2.2 The separate targeted rates will be set on a differential basis using rating areas (urban and rural) and land use to determine the categories.

2.3 Rating areas are defined as:

Urban rating area – all rating units within the urban area of Masterton as defined by the District Plan.

Rural rating area – all rating units in the rural area of Masterton district, including beach settlements.

2.4 The differential categories are explained as follows:

- Category 1 U1 (Differential 1.0 applied to urban value-based rates)

Urban Residential – all rating units in the urban rating area used primarily for residential purposes, or for public halls, for sporting purposes or are vacant land

- Category 2 U2 (Differential 2.0 applied to urban value-based rates)

Non-residential urban – all rating units in the urban rating area used for purposes other than residential use (as defined in above)

- Category 3 R1 (Differential 1.0 applied to rural value-based rates)

Rural – all rating units in the rural rating area.

2.5 Properties which have more than one use (or where there is doubt on the relevant primary use) will be split with a rating unit division so that each division allows the rates to be levied according to the relevant use of the property. Note that subject to the rights of objection to the rating information database set out in Section 28 of the Local Government (Rating) Act 2002, the Council is the sole determiner of the categories.

2.6 The four targeted rates charged on all rateable properties, with costs allocated between urban and rural wards as per the Revenue and Financing Policy allocation table and charged on a differential basis will be as follows:

Roading Rate – estimated per dollar of Land Value for 2024/25 will be:

U1	0.001293 per dollar of land value raising	\$2,762,000
U2	0.002586 per dollar of land value raising	\$936,000
R1	0.001590 per dollar of land value raising	\$5,170,000
	Total	\$8,868,000

The Roothing rate will be used to provide the following services:

- Subsidised road maintenance and renewals programme on the district roading network.
- Non-subsidised roading maintenance in the urban area.
- Non-subsidised roading maintenance in the rural area.

Representation & Development Rate – estimated per dollar of Capital Value for 2024/25 will be:

U1	0.000421 per dollar of capital value raising	\$2,025,000
U2	0.000842 per dollar of capital value raising	\$636,000
R1	0.000143 per dollar of capital value raising	\$707,000
	Total	\$3,368,340,000

The Representation and Development Rate will be used to provide the following services:

- Governance and Representation
- Environmental Initiatives
- Arts and Culture
- Economic Development
- District Amenities (security cameras, under-verandah lighting)

Regulatory Services Rate – estimated per dollar of Capital Value for 2024/25 will be:

U1	0.000557 per dollar of capital value raising	\$2,675,000
U2	0.001124 per dollar of capital value raising	\$849,000
R1	0.000190 per dollar of capital value raising	\$936,000
	Total	\$4,460,000

The Regulatory Services rate will be used to provide the following services:

- Resource Management and District Planning
- Environmental Health and Building Control Services
- Civil Defence and Emergency Management

Sundry Facilities & Services Rate – estimated per dollar of Capital Value for 2024/25 will be:

U1	0.000519 per dollar of capital value raising	\$2,497,000
U2	0.001038 per dollar of capital value raising	\$784,000
R1	0.000201 per dollar of capital value raising	\$992,000
	Total	\$4,273,000

The Sundry Facilities and Services rate will be used to provide the following services (see Allocation Table in the Revenue and Financing Policy for urban/rural share of each service cost):

- Waste, Recycling and Composting (excluding specific rural waste services)
- Urban Stormwater (urban ward only)
- Public Conveniences
- District Buildings
- Mawley Park
- Airport
- Rural halls
- Other property costs and other rural services (eg water supply testing)

3. DIFFERENTIAL TARGETED CHARGE - TARGETED ANNUAL CHARGE (TAC)

3.1 In addition to the district-wide rates collected on a differential basis, the Council proposes to set a targeted annual charge, differentiated between urban and rural wards, and levied on each separately used or inhabited part of a rating unit. The urban/rural differential is based on costs of services allocated per the Revenue and Financing Policy.

3.2 The estimated Targeted Annual Charges for 2024/25 will be:

U1 and U2	\$540.00 per part of rating unit raising	\$5,524,000
R1	\$678.00 per part of rating unit raising	\$2,729,000
	Total	\$8,253,000

3.3 The Targeted Annual Charge will be used to provide the following services:

- Library and Wairarapa Archive
- Recreation Centre
- Sports Fields (rural rating area only)
- Parks and Reserves (rural rating area only)
- Community Development
- Cemeteries (rural rating area only)
- Animal Control
- Rural Refuse and Transfer Stations (excluding beach collections rate)

4. DIFFERENTIAL TARGETED CHARGE - ROADING CHARGE

4.1 In addition to the roading rate collected on a differential basis, Council proposes to set a differential targeted roading charge on each separately used or inhabited part of a rating unit.

4.2 The estimated roading charge for 2024/25 will be:

U1 and U2	\$88.00 per part of rating unit raising	\$900,000
R1	\$550.00 per part of rating unit raising	\$2,214,000
	Total	\$3,114,000

4.3 The Roading charge will be used to fund a portion of the roading costs allocated to each ward – as per the Revenue and Financing Policy.

5. DIFFERENTIAL TARGETED RATES

5.1 Civic Amenities (urban only), Water, Sewerage, Urban Recycling collection and Beach collections.

Differential based on costs allocated to rating area and location of service.

6. CIVIC AMENITIES RATE

Civic Amenities Rate – estimated per dollar of Capital Value for 2024/25 will be:

U1	(0.000686 per dollar of capital value) raising	\$3,301,000
U2	(0.001372 per dollar of capital value) raising	\$1,036,000
	Total	\$ 4,337,000

The Civic Amenities rate will be used to fund the urban share of the following services:

- Parks and Reserves
- Sports fields
- Cemeteries
- Aerodrome

7. SERVICES DIFFERENTIALS

The Council proposes to use the following differential categories to assess rates on rating units for water supply, sewerage and the recycling collection rates.

Availability of Service for:

Urban Water Supply Rate

The differential categories for the proposed uniform water supply rates are:

Connected – any separately used or inhabited part of a rating unit that is connected to the Masterton urban water supply.

Serviceable – any separately used or inhabited rating unit that is not connected to the Masterton urban water supply but is within 100 metres of such water supply and within the urban rating area and not charged by metered usage:

Urban Sewerage Rate

The differential categories for the proposed sewage disposal rate are:

Connected – any separately used or inhabited part of a rating unit that is connected to the Masterton public sewerage system.

Serviceable – any separately used or inhabited part of a rating unit that is not connected to the Masterton public sewerage system but is within 30 metres of such a service and within the urban rating area.

Urban Recycling Collection Rate

Urban – on every separately used or inhabited part of a rating unit situated within the urban area of Masterton to which the Council is prepared to provide the service.

Rural – on every separately used or inhabited part of a rating unit situated in the rural area of Masterton, to which the Council is prepared to provide a service.

Beach Refuse and Recycling Collection Rate

Riversdale Beach and Castlepoint – on every separately used or inhabited part of a rating unit situated within the two beach settlements to which the Council is prepared to provide the service.

Riversdale Beach Sewerage Rate

Residential Equivalents (REs) were established during the development of the Riversdale Beach Sewerage Scheme in order to allocate the shares of capital contribution. This RE unit will be the basis of charging annual operating rates as per the Local Government (Rating) Act 2002, schedule 3, clause 8.

8. URBAN WATER SUPPLY RATES

Targeted using a Uniform Basis and a Capital Value Rate, differentiated as per clause 2.4.

8.1 The Council proposes to set a targeted capital value rate on a differential basis, plus a uniform charge for water supply. The uniform charge will be assessed on each separately used or inhabited part of a rating unit throughout the serviced area where rating units are connected to the urban water supply scheme. The capital value rate will be levied on properties where a service connection is available (i.e., they are 'serviceable' per definition in clause 7).

8.2 The charge will be set on a differential basis based on the availability of service (the categories being 'connected' and 'serviceable'). Rating units that are not connected will not be liable for the water supply charge.

8.3 The estimated rates for 2024/25 are:

Urban Water Supply Charge

Connected	\$173.00	raising \$1,761,000
-----------	----------	---------------------

Urban Water Supply Rate charged on connected and serviceable - estimated per dollar of capital value for 2024-25 will be:

U1+R1	(0.000633 per dollar of capital value) raising	\$ 3,080,000
U2	(0.001266 per dollar of capital value) raising	\$1,045,000
	Total	\$ 4,125,000

Raising a total of \$5,886,000

Urban (Metered) Water Supply on metered properties

8.4 The Council proposes to set a targeted rate for water supplied to metered rural properties from the urban water supply, based on volumes of water supplied through water meters. The Water Supply Charge will also apply to these properties.

8.5 The estimated rates for 2024/25 are as follows:

Price per cubic metre for between 50 and 100m ³ per quarter	\$1.91
Price per cubic metre for consumption over 100m ³ per quarter	\$2.45

Minimum charge per quarter of \$78.20 for 50m³ per quarter or below

9. URBAN SEWERAGE RATES

Targeted using a Uniform Basis and a Capital Value Rate differentiated as per clause 2.4.

9.1 The Council proposes to set a targeted capital value rate and a uniform charge for urban sewerage. The uniform charge will be levied on each separately used or inhabited part of a rating unit throughout the district where properties are connected to the Masterton urban sewerage scheme. The capital value rate will be levied on properties where connection is available (i.e. they are 'serviceable' as per the definition in clause 7).

9.2 The charge will be set on a differential basis based on the availability of service (the categories are 'connected' and 'serviceable'). Rating units not connected to the scheme will not be liable for the urban sewerage charge.

9.3 The estimated rates for 2024/25 are:

Urban Sewerage Charge

Connected	\$274.00	raising \$2,743,000
-----------	----------	---------------------

Urban Sewerage Rate charged on connected and serviceable rating units - estimated per dollar of capital value for 2024/25 will be:

U1 + R1	(0.000977 per dollar of capital value) raising	\$4,790,000
U2	(0.001954 per dollar of capital value) raising	\$ 1,612,000
	Total	\$ 6,402,000

Raising a total of \$9,145,000

10. RECYCLING COLLECTION RATE

10.1 The Council proposes to set a targeted rate for the urban recycling collection costs on the basis described in clause 7.

10.2 The rate for 2024/25 is proposed as: Serviced Property \$101.00 raising \$1,013,000.

11. RURAL TARGETED SERVICES RATES

11.1 The Council proposes to set a targeted rate for **Beach Refuse and Recycling Collection** services on the basis of a fixed charge per property at Castlepoint and Riversdale Beach to which the services are available.

The uniform charge per property for 2024/25 is: \$255.00

Raising a total of \$134,000.

11.2 The Council proposes to set targeted rates for the **Opaki Water Race** on the basis of land value of the properties serviced. The land value rate for 2024/25 is \$0.001483.

Raising a total of \$89,600.

11.3 Council proposes to set targeted rates for the **Tinui Water Supply** on the basis of connected rating units.

The uniform charge per property for 2024/25 is: \$574.00.

Raising a total of \$17,800.

11.4 The Council proposes to set targeted rates for the **Castlepoint Sewerage Scheme** on the basis of connected rating units. The uniform charge per connection for 2024/25 is: \$652.00.

Raising a total of \$134,300.

11.5 The Council proposes to set two targeted rates for the operation of the **Riversdale Beach Sewerage Scheme**. These are:

- A connected rate based on a rating unit's residential equivalent connections to the scheme (as was assessed through the scheme development phase).
- A serviceable rate (i.e. empty sections yet to have a dwelling built) will be charged on each rating unit which is within 30 metres of the service.

Connected - a uniform charge per residential equivalent connection for 2024/25 will be: \$717.00 raising a total of approximately \$293,000.

Serviceable - a uniform charge per serviceable rating unit for 2024/25 will be: \$160.00 raising a total of approximately \$10,700.

Capital Contributions - as per the Amendment to the LTCCP for 2009/19 and the Capital Project Funding Plan for the Riversdale Beach Sewerage Scheme, the capital costs of the scheme will be charged per residential equivalent (RE). The following payment options remain relevant for Riversdale Beach property owners paying off their capital contributions over time:

Time Payment Year 15 of 20 - the RE levied as a targeted rate spread over 20 years, with interest applied at 7.5 % (equates to \$1,643.40 pa including GST).

11.6 The Council proposes to set three targeted rates for the **Tinui Sewerage Scheme** for the 2024/25 year, on the basis of connected properties and their elected capital contributions for stages I and II of the scheme's upgrade. One rate will cover the annual operating costs of the scheme. The other rates will be levied on the connected properties as per their elected capital contribution payment options.

The Operating Costs rate per connection (including Tinui School as 5 connections) for 2024/25 is: \$566.00 raising a total of approximately \$10,750.

The Part Capital Contribution Stage I, year 19 of 20 (1 property) for 2024/25 is: \$212.50.

The Part Capital Contribution Stage I & II, year 19 of 20 (7 properties) for 2024/25 is: \$744.50.

11.7 The Council proposes to set a targeted rate called the **Sewage Treatment Charge** on the basis of connected properties in the rural area discharging septic tank outflows (liquid effluent) to the urban sewerage system. One charge per residential equivalent (RE - assumed to be 600 litres/day). Properties assessed as having multiple residential equivalents will be charged multiple charges based on assessed volume of discharge (including Rathkeale College).

The uniform charge per RE property for 2024/25 is: \$525.00 raising a total of \$35,700.

12. FUTURE TARGETED RATES – FLAGGED FOR INFORMATION

12.1 Private costs recovered

The Council may set a targeted rate in 2025/26 or future years in order to recover the costs of work the Council has had done relating to private property. This work may include undertaking earthquake assessments on commercial buildings or repairing faults in the sewer network on private property. The basis of the rates will be the recovery of costs incurred by the Council in order for an owner to comply with Council requirements e.g. supply of information under the Council's earthquake building assessment policies, stormwater maintenance or sewer repairs on private property to reduce inflow and infiltration in the sewer network.

12.2 Water-by-meter charging

The Council has signaled in its 2024/34 Long-term Plan and Revenue and Financing Policy that it intends implementing a charging regime that includes utilising the smart meters that have been installed on the Masterton urban connected properties. The policy basis of this regime will be developed over 2024/25.

13. OUT-OF-DISTRICT WATER & SEWERAGE CHARGES

13.1 The Council proposes to charge for non-metered water supply and sewerage services which are supplied or the service is available to properties outside the Masterton district on the following basis:

Water supply – \$0.001266 per dollar of Capital Value on serviceable properties, plus a \$173.00 fixed charge per separately identifiable connection. Note: metered connections will be required to pay the water meter charges note above.

Sewerage – \$0.001954 per dollar of Capital Value on serviceable properties, plus \$274.00 charge per connected property, plus any charges under the Trade Waste bylaw regime.

14. DUE DATES FOR PAYMENT OF RATES

All rates will be payable in four instalments with due dates as follows:

1st instalment 20 August 2024

2nd instalment 20 November 2024

3rd instalment 20 February 2025

4th instalment 20 May 2025

15. PENALTY CHARGES

Arrears Penalties will be charged as follows:

There will be a 10% penalty charged on any rate arrears as at 1 July 2025.

Instalment Penalties will be applied as follows:

10% charged on the balance of the first instalment of rates remaining unpaid after 20 August 2024.

10% charged on the balance of the second instalment of rates remaining unpaid after 20 November 2024.

10% charged on the balance of the third instalment of rates remaining unpaid after 20 February 2025.

10% charged on the balance of the fourth instalment of rates remaining unpaid after 20 May 2025.

Roundings

Rates statements may be subject to roundings. The rates due will be calculated to the nearest cent, but rounded to the nearest 10 cents.

Calculate Your 2024-25 Rates

The rates below are indicative only. Actual rates-in-the-dollar and charges will be set as part of the adoption of the Long Term Plan at the end of June 2024. The result you calculate will not include the Greater Wellington Regional Council (GWRC) rates. Further assistance in explaining the effects of the policy changes, 2023 revaluation and rates increases on your individual properties can be obtained from the Council's Rates Department.

Rural Property

Write in your most recent Land Value(a)

Write in your most recent Capital Value(b)

Land Value (LV) Rates 0.001590 X (a) =

Value (CV) Rates 0.000534 X (b) =

Targeted Annual Charge (where applicable) \$678.00

Targeted Roding Charge (where applicable) \$550.00

Beach collections (where application) \$255.00

Castlepoint Sewerage (where applicable) \$652.00

Riversdale Sewerage (where applicable) \$717.00

Tinui Sewerage (where applicable) \$566.00

Tinui Water Supply (where applicable) \$574.00

Sewage treatment (liquid waste to urban sewer) \$525.00

(Note: result excludes GWRC rates)

\$_____

Urban (residential)

Write in your most recent Land Value(a)

Write in your most recent Capital Value(b)

Land Value (LV) Rates 0.001293 X (a) =

Capital Value (CV) Rates 0.003792 X (b) =

Targeted Annual Charge \$540.00

Targeted Roding Charge \$88.00

Recycling Collection Charge \$101.00

Water Supply Charge (where applicable) \$173.00

Sewerage Charge (where applicable) \$274.00

\$_____

Urban (non-residential)

Use the Urban (residential) figures above, but double the LV & CV Rates (i.e. LV x 2 x (a) and CV x 2 x (b)). Then add the charges where applicable.

Rates Examples

RATES EXAMPLES INCLUDING GST	NEW CAPITAL VALUE (AT SEP 2023)	% change in CV	2023/24 MDC RATES ONLY	2024/25 MDC RATES - OLD VALUES	Budget & Policy % Change	2024/25 MDC RATES - NEW VALUES	% Change Due to Revaluation	Overall \$ Change	Overall % Change
Masterton - residential example 1	\$ 380,000	7%	\$ 2,617	\$ 2,912	11.3%	\$ 2,850	-2.4%	\$ 233	8.9%
Masterton - residential example 2	\$ 500,000	6%	\$ 3,243	\$ 3,563	9.9%	\$ 3,453	-3.4%	\$ 211	6.5%
Masterton - residential example 3	\$ 660,000	12%	\$ 3,677	\$ 4,014	9.2%	\$ 4,002	-0.3%	\$ 325	8.8%
Masterton - residential example 4	\$ 760,000	12%	\$ 4,038	\$ 4,388	8.7%	\$ 4,355	-0.8%	\$ 318	7.9%
Masterton - residential example 5	\$ 1,090,000	11%	\$ 5,435	\$ 5,840	7.5%	\$ 5,755	-1.6%	\$ 321	5.9%
Masterton - central, small area	\$ 540,000	2%	\$ 3,507	\$ 3,838	9.4%	\$ 3,566	-7.8%	\$ 59	1.7%
Riversdale Beach	\$ 880,000	29%	\$ 3,043	\$ 3,442	13.1%	\$ 3,465	0.7%	\$ 422	13.9%
Castlepoint	\$ 850,000	31%	\$ 2,802	\$ 3,170	13.1%	\$ 3,256	3.1%	\$ 454	16.2%
Rural - lifestyle	\$ 1,180,000	19%	\$ 2,471	\$ 2,832	14.6%	\$ 2,732	-4.0%	\$ 261	10.6%
Rural - forestry	\$ 2,340,000	43%	\$ 4,513	\$ 5,270	16.8%	\$ 6,007	16.3%	\$ 1,494	33.1%
Rural - hill country farm	\$ 6,840,000	27%	\$ 12,687	\$ 14,727	16.1%	\$ 15,377	5.1%	\$ 2,690	21.2%
Rural - dairy farm	\$ 3,880,000	18%	\$ 8,043	\$ 9,305	15.7%	\$ 9,186	-1.5%	\$ 1,142	14.2%
Commercial - industrial	\$ 1,000,000	25%	\$ 8,554	\$ 9,092	6.3%	\$ 10,037	11.1%	\$ 1,483	17.3%
Commercial - motel	\$ 1,200,000	18%	\$ 11,177	\$ 11,824	5.8%	\$ 11,996	1.5%	\$ 819	7.3%
Commercial - large retail	\$ 7,680,000	38%	\$ 53,013	\$ 55,349	4.4%	\$ 65,782	19.7%	\$ 12,769	24.1%
Commercial - Queen St shop	\$ 475,000	6%	\$ 5,405	\$ 5,815	7.6%	\$ 5,533	-5.2%	\$ 129	2.4%

Note: All rates exclude Wellington Regional Council rates. Percentage changes are subject to roundings.

Statement of Accounting Policies

Reporting Entity

Masterton District Council (the Council) is a Territorial Authority within the definition of the Local Government Act 2002 (LGA).

The measurement base adopted is that of historical cost, modified by the revaluation of certain assets.

Reliance is placed on the fact that the Council is a 'going concern' and that sufficient funds are available, or will be received, to allow MDC to operate at the levels of activity estimated.

The financial statements contained within this Long-Term Plan follow the appropriate legislative requirements of the LGA, and generally accepted accounting practices recognised as appropriate and relevant for the reporting of financial information in the public sector.

The Council is a Public Benefit Entity whose primary objective is to provide goods and services for community or social benefit and objective rather than for a financial return. All available reporting exemptions allowed under the framework for Public Benefit Entities have been adopted.

The financial statements are in full compliance with Financial Reporting Standard 42 (PBE FRS 42) 'Prospective Financial Statements'.

The Consultation Document and Supporting Information were authorised by the Council on 3 April 2024 and issued for consultation on 5 April 2024. The Supporting Information comprises an Infrastructure Strategy, a Financial Strategy, financial statements, activity statements and a range of policies that will form the basis of the Councils Long Term Plan for 2024/34. That plan is expected to be adopted before the end of June 2024.

Accounting Policies

Revenue Recognition

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Council and the revenue can be measured. Revenue is recognised at fair value. The following specific criteria must also be met before revenue is recognised.

Subsidy Revenue

Subsidy revenue is recognised in the period when expenditure to which the subsidy relates has been incurred.

Rates

Rates are recognised on the due date for each instalment.

Fees and Charges

Fees and charges are recognised as revenue when the obligation to pay arises or, in the case of licence fees, upon renewal of the licence. Expenditure is recognised when the service has been provided or the goods received.

Other Revenues

Other revenues are recognised when the service is provided. Other grants, bequests and assets vested in the Council are recognised as revenue when control over the asset is obtained.

Interest

Interest revenue is recognised as the interest accrues (using the effective interest method, which is the rate that exactly discounts estimated future cash receipts through the life of the financial instrument) to the net carrying amount of the financial asset.

Government Grants

Government grants are recognised when there is reasonable assurance that the grant will be received and all attaching conditions will be complied with. When the grant relates to an expense item, it is recognised as income over the periods necessary to match the grant on a systematic basis to the costs that it is intended to compensate.

Financial Contributions

Financial contributions are recognised when invoiced. Any difference in timing between receipt of the contribution and the completion of the assets they relate to is not considered material.

Expenditure

Expenditure is recognised when the Council is deemed to have been supplied with the service or has control of the goods supplied.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred.

Accounts Receivable

Accounts receivable are stated at expected realisable value after providing for doubtful debts and uncollectable debts. Rates and water rates are invoiced quarterly with payment due within 20 days. An estimate for doubtful debts is made when collection of the full amount is no longer probable. Bad debts are written off when identified.

Inventories

Inventories are valued at the lower of cost (determined on a weighted average basis) and fair value after making adequate provision for obsolescence.

Investments

Share investments are valued at market value at 30 June 2023 for the purposes of the Prospective Statement of Financial Position. Other investments are also stated at market value (as per PBE IPSAS). Some of the Council's property assets are regarded as investment properties (under PBE IPSAS).

Properties Held for Sale

Properties held for sale are separately recognised as a current asset when the sale of a property is highly probable and management are committed to a plan to sell the asset, which is expected to occur within one year. Properties held for sale are valued at lower of the carrying value and the fair value less disposal costs.

Property Plant and Equipment

Operational Assets

Motor vehicles, plant, computer equipment and software, furniture and fittings are valued at cost less accumulated depreciation.

Land, buildings and improvements are based on the market valuation dated 30 June 2021, plus/minus additions, disposals & depreciation and an estimated revaluation on 30 June 2024. Fair value for buildings and improvements has been determined to be the depreciated replacement cost. The Council's policy is to revalue every three years. Additions to assets between valuations are recorded at cost.

The Library collection is valued using the depreciated replacement method.

Forestry assets will be valued annually (as biological assets under NZ IFRS) using the discounted net present value method.

Infrastructural Assets

These are the utility systems that provide a continuing service to the community and are not generally regarded as tradeable. They include roads, bridges, water and wastewater services and stormwater systems. Each asset type includes all items that are required for the network to function. The infrastructural assets were revalued using the Depreciated Replacement Value method, as at 30 June 2023. An estimate of the value with 2023/24 additions has been included in the forecast position.

Renewals and extensions of service capacity between valuations are capitalised. For roading assets, this renewals expenditure includes the rehabilitation and resealing programme. Landfills do not have a specific asset value, other than within the land and buildings category, but a provision is recognised to reflect the future costs of closure and aftercare.

Land under the roading network was valued at 30 June 2000 and this valuation is considered deemed cost. The land under roads was valued by determining the average value of the land adjoining the roading network using a series of localities within the district.

Additions to assets between valuations are recorded at cost.

Impairment

For those network assets where there is no intention that there be an end to their useful life, the provision of depreciation on a straight line basis over the remaining life of the asset is regarded as appropriate. The Council's Asset Management Plans contain detailed component listings to which National Asset Management Manual (NAM) asset life and condition factors are applied and replacement years derived. The depreciation is derived from the depreciated replacement value spread over the remaining economic life of each component.

The Council's engineers design the roading programme of general maintenance, reseals and rehabilitation in order to maintain the roading network in a constant condition. The physical condition is regularly audited by Waka Kotahi and the roading Asset Management Plans provides sufficient detailed information on the network to enable ongoing programme design. The decline in service potential of the roading network, although assumed to be rectified by the annual roading programme, has been calculated on a straight line depreciation basis on the estimated lives of the depreciable components of the network.

Revaluations

Following initial recognition at cost, operation land and buildings and infrastructural assets are carried at a revalued amount, which is the fair value at the date of the revaluation less any subsequent accumulated depreciation on buildings and infrastructural assets and accumulated impairment losses.

Fair value is determined by reference to market-based evidence, which is the amount which the assets could be exchanged between a willing buyer and a knowledgeable willing seller in an arm's length transaction as at the valuation date. Where no market exists for assets, for example for infrastructural assets, the fair value is the depreciated replacement costs.

Any revaluation surplus is credited to the appropriate asset revaluation reserve included in the equity section of the Statement of Financial Position unless it reverses a revaluation decrease of the same class of asset previously recognised in the Statement of Financial Performance. Revaluation changes are recorded on a class of assets basis.

Any revaluation deficit is recognised in the Statement of Financial Performance unless it directly offsets a previous surplus in the same asset class in the asset revaluation reserve. In addition, any accumulated depreciation as at revaluation date is eliminated against the gross carrying amount of the asset and the net amount is re-stated to the revalued amount of the asset. Upon disposal, any revaluation reserve relating to the particular asset being sold is transferred to retained earnings.

Independent valuations are performed with sufficient regularity to ensure that the carrying amount does not differ materially from the asset's fair value at the balance date. An item of property, plant and equipment is de-recognised upon disposal or when no future economic benefits are expected to arise from the continued use of the asset.

Depreciation and Decline in Service Potential

Depreciation is provided on all fixed assets other than land, road formation, stopbanks and items under construction, at rates that will write off the cost (or valuation) of the assets to their estimated residual values over their remaining useful lives. Straight line depreciation is calculated on the following assets:

Asset	Depreciation Rate	Useful Life
Fixed Assets		
Buildings	1.4% to 20%	5 to 70 years (depending on component life)
Vehicles and plant	10% or 15%	10 years plant, 6.67 years vehicles
Computer hardware and software	25%	4 years
Furniture, fittings and equipment	20%	5 years
Library books	14.3% or 33%	3 to 7 years (depending on type of collection)
Infrastructural Assets: Roading		
Pavement (15% sub-base, 50% basecourse)	2.5% or 1.25%	(40 years rural, 80 years urban)
Seal (2 nd coat and 1 st coat)	5.9% and 2.5%	(17 years and 40 years)
Kerb and channel	1%	(100 years)
Seal on carparks and footpaths (chip/AC/concrete)	6.67%	(6.67%, 5.55%, 2%)
Streetlighting (lamps, fittings, poles)	20%, 6.67%, 2%	(5/15/50 years)

Asset	Depreciation Rate	Useful Life
Street furniture and pavers	3.33% and 2%	(30 years furniture, 50 years pavers)
Bridges	1.25% to 1%	(base life 80 to 100 years, modified by NAMs factors)
Infrastructural Assets: Water Supply		
Pipes	1.25% to 1.6%	60-80 years (base life 60 years, modified by NAMs factors)
Hydrants, valves, connections	2%	50 years
Treatment plant	1.25% to 10%	10-80 years (depending on components)
Infrastructural Assets: Sewerage		
Reticulation	1.25% to 1.67%	60 to 80 years (base life 60 years, modified by NAMs factors)
Treatment	10% to 80%	10 to 80 years (on plant and equipment and structures)
Infrastructural Assets: Stormwater		
Pipes and culverts	1%	100 years (base life 100 years, modified by NAMs factors)
Stopbanks	not depreciated	
Weirs	1%	100 years
Rural Water and Sewage systems	1% to 2%, 10%	50 to 100 years reticulation, 10 years plant

Goods and Services Tax (GST)

All amounts in the financial statements are stated exclusive of GST except receivables, contract retentions, and payables, which are stated inclusive of GST. The net amount of GST recoverable from, or payable to, the Inland Revenue Department - Te Tari Taake is included as part of receivable or payable in the Statement of Financial Position.

Landfill Aftercare Provision

The Council has a legal obligation under the resource consents to provide ongoing maintenance and monitoring services at its former landfill sites. A provision for post-closure costs has been recognised as a liability. The provision is based on the present value of future cash flows expected to be incurred, taking into account future events including new legal requirements and known improvements in technology. The provision includes all costs associated with landfill post closure. The discount rate used is a rate that reflects current market assessments of the time value of money and the risks specific to the Council.

Financial Instruments

The Council is party to financial instruments as part of its normal operations. These financial instruments include bank accounts, investments, debtors, creditors and loans. All financial instruments are recognised in the Statement of Financial Position and all revenues and expenses in relation to financial instruments are recognised in the Statement of Financial Performance.

Employee Entitlements

Provision is made in respect of the Council's liability for annual leave and retirement gratuities. Annual leave has been calculated on an actual entitlement basis at current rates of pay while the other provisions have been calculated on an actuarial basis at current rates of pay. There is no long service leave. Accumulated sick leave carried forward, which is anticipated to be taken in future periods, is low in value and not considered to change significantly from the 2020 level. A review of accumulated sick leave and past take-up of prior period balances is completed annually so materiality can be considered.

Leases

The Council as a lessor - Leases where the Council effectively retains substantially all the risks and benefits of ownership of the leased items are classified as operating leases. Revenue under these leases is recognised as income in a straight-line basis over the term of the lease.

Leases which effectively transfer to the lessee substantially all the risks and benefits incidental to ownership of the leased item are classified as finance leases. These are capitalised at the lower of the fair value of the asset or the present value of the minimum lease payments. The lease assets and corresponding lease liabilities are recognised in the Statement of Financial Position.

The Council as a lessee - Leases where the lessor effectively retains substantially all the risks and benefits of ownership of the leased items are classified as operating leases. Payments under these leases are recognised as expenditure on a straight-line basis over the term of the lease. Leases which effectively transfer to the Council substantially all the risks and benefits incidental to ownership of the leased item are classified as finance leases. These are capitalised at the lower of the fair value of the asset or the present value of the minimum lease payments. The lease assets and corresponding lease liabilities are recognised in the Statement of Financial Position.

The leased assets are depreciated over the period the Council is expected to benefit from their use.

Equity

Equity is the community's interest in the Council as measured by total assets less total liabilities. Public equity is disaggregated and classified into a number of reserves to enable clearer identification of the specified uses that the Council makes of its accumulated surpluses.

The components of equity are:

- ratepayers Equity,
- restricted reserves (Special Funds),
- the Council-created reserves (Special Funds), and
- asset revaluation reserves.

Special Funds

Reserves are a component of equity generally representing a particular use to which various parts of equity have been assigned. Special Funds may be legally restricted or created by the Council. Restricted reserves are those reserves subject to specific conditions accepted as binding by the Council and which the Council may not revise without reference to the Courts or third parties. Transfers from these reserves may be made only for certain specified purposes or when certain specified conditions are met.

The Council-created reserves are reserves established by Council decision. The Council may alter them without reference to any third parties or the Courts. Transfers to and from these reserves are at the discretion of the Council.

Asset revaluation reserves represent unrealised gains on assets owned by the Council.

The gains are held in the reserve until such time as the gain is realised and a transfer can be made to accumulated funds.

Cost of Service Statements

The Cost of Service Statements, as provided in the Activity Statements in the supporting information, show the cost of services for the activities and services of the Council, and any revenue earned or allocated to those activities.

Cost Allocations

Where costs are identifiable, support departments charge out the cost of their services direct to activities using those services. The remaining costs of administrative and financial service type activities are allocated to operational activities. Operational activities are those which provide a service direct to the public. The basis of the corporate overhead allocation is "estimated use of service" which is reviewed each year, based on transaction samples and levels of expenditure and rates required.

Inflation

The projected net costs of service for the 10 years shown in the financial statements have been adjusted for inflation. The inflation rate assumptions are listed in the supporting documents.

Changes in Accounting Policies

There are no changes to accounting policies, which result in any significant items.

2024-34 LONG-TERM PLAN SUPPORTING INFORMATION

Town Hall, Library and Archive

DRAFT

Background

Town Hall and Municipal Buildings

In June 2016 Masterton's Town Hall and most of the rest of the Municipal Building was closed following an assessment which found that the building had an earthquake rating below the required standard and was no longer fit for purpose.

Council was issued an 'earthquake-prone notice' in August 2018 as parts of the Town Hall and Municipal buildings were less than 20% National Building Standard (NBS) and posed a life-safety risk to users. Under legislation, Council must remedy the building within 7.5 years of being notified. Remediation can include strengthening or demolition. For the Town Hall and Municipal Building, action must be complete by February 2026. Failure to meet the deadline for demolition/remediation could result in fines or potential legal action with financial implications.

There has been extensive community engagement over several years to seek direction and input from the community about their desires for a replacement to the Town Hall:

- **2017:** Public consultation was undertaken which identified that two thirds of the Masterton community were in favour of the demolition of the Town Hall, with a new Civic Centre being built to replace it. There was uncertainty around the level of support for the façade.
- **September 2018:** Expressions of Interest (EOI) sought for developing the Town Hall and Municipal Building into a Civic Centre. Only one EOI met the criteria.
- **December 2018:** A Steering Group was established to examine options and make recommendations to Council on the Civic Centre Project Proceeding. Howarth HTL was engaged to assist MDC with advice in relation to the replacement or redevelopment of the Masterton Town Hall and Municipal Building. This included a market demand analysis and an economic impact assessment.
- **June 2019:** the Steering Group recommend not proceeding with the Civic/Events Centre due to the results of the demand analysis and costs. Council resolution to consult with the public on proceeding with three options: demolish, rebuild or strengthen.
- **October 2019:** Local Government elections
- **February 2020:** Council revokes June 2019 resolution. Instead seeks to consult on two options; to demolish the Town Hall and retain the Municipal Building and build a new multi-purpose building on the site, including a new library.
- **July 2020:** Elected Members undertook a Lower North Island visit to similar civic facilities across the Wellington, Manawatu and Hawkes Bay regions to develop ideas about what a facility should incorporate.
- **August 2020:** following the July visits, Council clarified the features the new Civic facility could include and agreed that alternative locations should be explored.
- **December 2020:** – decision made to proceed with consultation through the LTP on the Council's preferred options of building a new facility (including theatre, library and archives). Council determined the preferred location was the land owned by Masterton Trust Lands Trust (MTLT) at 10 Queen Street.
- **June 2021:** Council agrees to proceed with the preferred option (new facility on new site).

- **30 June 2021:** Hands around the Hall protest. Press reports more than 1000 in attendance
- **August 2021:** Council resolves to purchase the MTLT land at 10 Queen Street. There were problems trying to obtain the land. Resistance from leasers extended the entire process, created uncertainty and ongoing media attention.
- **Dec 21** – Following an independently managed tender process, an architect was appointed by Council. Design process commenced. Meetings and interviews were held with subject matter experts and Iwi.
- **March 22:** Negotiations with MTLT end with no successful purchase. Council resolves to cease negotiations and that this site is no longer the preferred site. Agrees to carry out further investigation of Council owned land, including 2 Dixon Street as an alternative site.
- **April 22:** Protest against the possible use of the Rec Centre and surrounding land. Press report more than 1000 people in attendance.
- **May 2022:** Council was advised that the estimated cost of the project as scoped in 2021 had escalated to \$57.14 million, with a recommended contingency of \$14.2 million, lifting the total cost to \$71.3 million. Council considered that this was unaffordable, and the project was put on hold. It was acknowledged that significant changes to the scope of the project or budget would be required for the project to proceed.
- **May 2022:** Given the cost estimates, differing views of elected members and negative public sentiment, MDC appointed an independent Working Group to review all decisions made on the civic facility project since 2016. The purpose of the review was to provide the incoming Council with information to enable an informed and agreed position/decision on the future of the project.
- **October 2022:** Local Government elections
- **September 2023** Project Advisory Group (PAG) established (comprising a mix of Elected Members and subject matter experts from the community). The role of the PAG is to support MDC by providing an 'on the ground view' relevant information, and guidance on matters pertaining to the Civic facility option development.

Library

The library building is not water-tight, which means approximately 30% of the building is unusable and mould is causing health and safety issues. Along with this issue the building is over 40 years old and is not fit for modern public library needs. The lack of available space limits the ability to provide services that better reflect the needs of the community.

Archives

In 2020 a Detailed Seismic Assessment (DSA) was completed for the archives building at 79 Queen Street. The building was assessed to be less than 20% of National Building Standard. The Archive was then relocated to modular buildings next to the library, with the collection remaining at 79 Queen Street until another building could be secured.

In March 2022, MDC secured the building at 3 Albert Street and began renovations. Staff and the collection moved into the Albert Street premises in November 2022. These premises were intended to provide temporary accommodation, while a larger and more long-term solution could be found.

Feedback through the Annual Plan process

Council utilised the 2023/24 Annual Plan consultation process to seek feedback from the community (31 Mar 23 – 1 May 23) to inform the development of options for a reduced scope Civic Facility (including library).

For the Civic Facility and Library, our community were asked:

- whether they agreed that the revised estimate of \$71.3 million (including contingency) for the civic facility as scoped in 2021 was unaffordable.
- for feedback on which features were important in a new civic facility (to help inform a reduced scope)
- where they would prefer a new facility be located.
- whether they would support an upgrade of the library on its existing site if the library wasn't included in the civic facility scope; and
- What features of a library were important to them.

An average of 180 submitters responded to each question. The feedback received signalled a change in direction from what was scoped and included in the 2021-31 LTP. Feedback indicated our community would like Council to explore:

- Developing a Civic Facility with a reduced scope (excluding at least the library) on the existing Town Hall site.
- Expanding the existing Library on its current site.

Development of options for consultation through the LTP

Council appointed a Project Advisory Group to oversee the development of options for consultation through the Long-Term Plan. An architect was engaged in October 2023 to provide an architectural masterplan that encompasses a specialist theatre, library and archives. They were asked to consider options for the following:

- An upgraded and expanded library and archive facility at the existing location (54 Queen Street)
- Demolish the existing town hall and build a new performance space on the town hall site (64 Chapel Street)
- Refurbish the municipal and civil defence buildings at the town hall site and ensure that these meet seismic requirements

During this process, the architect proposed an alternative option for the treatment of the Town Hall and Municipal Building as it offered an alternative solution that would likely be more cost effective, while providing a better outcome. In December 2023, Council agreed to include this option for consultation.

The project has been split into three separate projects. The projects are not co-dependant and separation enables construction and financing to be phased.

The three proposed projects are:

- 1 Library and Archives
- 2 Town Hall (multi-purpose theatre)
- 3 Municipal Buildings (Council offices, Council chamber and Civil Defence facilities)

Our aspirations – Library and Archives

The Project Advisory Group outlined its aspirations for the Library and Archives in order to guide the development of the options.

Our aspiration is to provide a modern Library and Archive facility that is a centre of literacy, knowledge and documentary heritage that connects people to each other, services, and information to create a thriving and sustainable community.

We have explored the role and function of a modern library. The community's requirements for the new facility include:

- Informal learning spaces and activity areas
- Multi-purpose areas for functions, community and cultural events
- Accessible and welcoming spaces for the entire community

The Archive will be a quiet, friendly and open environment that allows the heritage collection to be safely stored and accessed and be supportive of mana whenua depositing items. This facility will include:

- Fit for purpose archival fault and supporting technical facilities
- Inviting reading rooms reflective of the district's diverse culture

Options for Council Adoption – Library and Archives

The Project Advisory Group has explored a range of options for Council adoption.

Status quo – Library and Archives remain in the current building with no changes

At the Project Advisory Group meeting on 24 Jan 2024, the decision was made not to proceed to consultation with this option, as it is not really an option. Something must be done, and essential repairs and maintenance is the minimum viable option.

Undertake essential repairs and maintenance

Essential repairs and maintenance includes:

- replacing the roof
- addressing water damage and leaking issues
- heat and cooling system replacement
- improve accessibility (at front entrance) to the existing Library Building

This option:

- ✓ extends the life of the Library Building
- ✗ Does not provide the community with a modern library and archive facility.
- ✗ leaves the Archives in the current leased building with no long-term arrangement for accommodation.
- ✗ leaves the library and heritage collection in a holding pattern with an uncertain future.

Capital cost \$2,228,143

Upgrade and expand library (including archives)

This option addresses the immediate issues of the building and provides a permanent location for archives in a custom space as well as additional space for library programmes, community events and activities.

- ✓ Basic and deferred maintenance addressed and other building improvement to ensure longevity of building (i.e. windows replaced)
- ✓ Provides the community with a modern library and archive facility
- ✓ Library spaces expanded to provide additional room for programmes
- ✓ Archives moved to library site with permanent purpose-built space

This option provides an additional 1,080m² of library and archives space.

Capital cost \$14,146,750

At the Project Advisory Group meeting on 24 January 2024, they requested this option is split into two separate options with the additional option to show two separate stages, Stage 1 Library upgrade and extension and Stage 2 the Archive extension.

Silverwoods (the Architect) revised the drawing to clearly show Stage 1 and Stage 2. The updated drawing was sent to the Quantity Surveyor for costing. The estimated cost for the library only option is \$10,381,729 including 20% construction contingency and 10% design contingency.

Revised options for LTP consultation

Based on the above, Council agreed at the March 2024 meeting that the options to be taken forward for LTP consultation for Library /Archives building are now:

- **Preferred option:** Upgrade and expand the library only.
- **Alternative option 1:** Upgrade and expand the library *and* archives.
- **Alternative option 2:** Undertake essential repairs and maintenance.

Our aspirations - Town Hall and Municipal Buildings

The Project Advisory Group outlined its aspirations for the Town Hall and Municipal Buildings in order to guide the development of the options.

Our aspiration is to provide:

- a dynamic and adaptable venue that can support a wide range of cultural events and provide a point of difference to other venues in the district
- a modern, safe workspace for staff while providing an accessible 'front door' to Council services and community meeting facilities
- a fit for purpose Regional Civil Defence facility

Town Hall

After engagement with the community, the requirements for a new Town Hall include:

- Multi-purpose space that caters for performing arts events, kapa haka, dance, concerts and meetings
- A multi-purpose, 700 person seated theatre (1,000 standing)
- High-quality acoustics and sound system
- Pre-function space and hybrid kitchen

Indicative concepts indicated that the new multi-purpose facility will require a floor area of 2,600m²

Municipal Buildings

Based on business needs, government guidelines and staff numbers, Council have explored what a modern Council workplace should provide. The aspirations for a facility include:

- Modern, safe workspaces for 150 staff
- Dedicated Council Chambers
- Dedicated regional Civil Defence facility
- Front counter for customer services and storage facilities
- Considering these requirements, initial designs by architects have indicated that the new Council facility will require a total floor area of 2,300 m². The current area of Waiata House is 1,500 m².

Heritage listing

Both the Town Hall and Municipal Building have a heritage listing in the District Plan which means a resource consent is required to demolish or partially demolish the building (front or back). The 'earthquake prone' notice does not alleviate this situation; however, we have been advised it will be rationale for approving the resource consent.

Retaining the façade

Given previous community interest, we have considered the ability to retain the façade of the buildings. Retaining the façade is possible for both options 2 and 3. However, it should be noted that the façade encompasses all exterior walls (rather than e.g. the surface of the walls).

The cost to retain the façade is approx. \$1,628,224. This includes extra demolition costs (more care to be taken), allowance for structural steel for propping the façade, making good (including windows), painting and contingency.

Options for Council Adoption – Town Hall and Municipal Buildings

Council have explored a range of options that meet their obligations to remove or restrengthen the existing Municipal Building and Town Hall by 2026 and fulfil their vision for a multi-purpose theatre on the site as well as provide a safe workplace and an accessible 'front door' to Council services. These options are outlined below and Council agreed at the March 2024 meeting to proceed to consultation with them.

Preferred Option – Demolish Town Hall and Municipal Buildings, build new Town Hall (theatre space) and expand Waiata House

- **Demolish** the Town Hall and Municipal Buildings
- **Build** new Town Hall/performance space on existing site
- **Extend** Waiata House to meet the Municipal building's function - construct an 800 m² addition on the eastern side of Waiata House to provide space for council public meeting chambers and the regional civil defence facilities.

This option is our preferred option because it:

- ✓ provides more certainty over final costs.
- ✓ is more cost effective to retain than re-build the equivalent space. Waiata House provides good office accommodation but is too small for the current staff numbers and does not support community engagement with Councillors. The extension is a cost-effective way to meet our current and future accommodation needs.
- ✓ provides a cost-effective way of creating a fit for purpose Civil Defence facility. Civil Defence facilities must be built to a higher building specification (IL4). The extension to Waiata House will be a separate structure (connected by a corridor), so can be built to this standard without the need to upgrade the whole building to that standard.
- ✓ reduces expenditure on leased premises.
- ✓ retains more carparks by retaining Waiata House
- ✓ allows for construction to be phased over time.

Estimated total capital cost \$38,671,780 (including the cost of retaining the façade). This includes contingency, furniture, fixtures & equipment, and specialist lighting and rigging for the theatre.

The phasing of construction can be staggered depending on affordability. The split of the estimated capital cost is broken down as:

Development (including contingency 25%)	Cost
Town Hall	\$30,739,498
Waiata House (refurb and extension)	\$7,932,283

Alternative Option 1: Build new Town Hall (theatre space) and refurbish the Municipal Buildings

- **Demolish** Town Hall
- **Build** a new Town Hall/performance space on existing site
- **Refurbish** the Municipal Buildings (retaining existing footprint)
- **Retain** Waiata House as the refurbished Municipal Buildings will not be big enough to accommodate all Council functions including Council Chambers, Civil Defence and customer services

This is not our preferred option due to:

- **High level of cost uncertainty:** The costs for this work are based on the available drawings, but considering the age and nature of construction of the era in which it was built (and upgraded), it is highly likely that conditions may be different when works begin. This will cause cost and time escalations, which may be significant.
- **High risk:** Engineers have advised that there are known risks with demolishing the town hall and leaving the municipal building. Structural assessment has been undertaken to better understand the connection between the existing Town Hall and the Municipal Building. The Town Hall is structurally connected to the Municipal and Civil Defence buildings in multiple locations and considerable consideration must be given to how these could be disconnected without compromising the Municipal and Civil Defence buildings. Any demolition of the Town Hall risks the structural integrity of the floor, walls, and roof of this foyer space.
- **Waiata House would need to be retained.** Based on 1 desk per 7m² of open plan office area, approx. 100-110 desk can be accommodated
- The architect does not, in principle, support this scheme. See comment below from the architect.

Architects note on option 1:

"While the scheme has been drawn for the purpose of scoping the option, we do not in principle support this level of building intensification on this site. We believe there is insufficient site area to support both the Town Hall operations and the Council operations proposed to be accommodated within the Municipal & CD Building. In particular, there is insufficient space for accommodation of fleet vehicles as well as truck and bus manoeuvring and car parking."

Estimated capital cost \$45,355,776 (including the cost of retaining the façade)

The split of the estimated capital cost is broken down as:

Development (including contingency 25%)	Cost
Town Hall	\$28,409,611
Refurbish Municipal Buildings	\$16,946,166

Alternative Option 2: Demolish the Town Hall and Municipal Buildings (including façade), retain Waiata House and Queen Street premises.

This option is the most cost-effective way for Council to meet its obligations to restrengthen or remove the earthquake prone Town Hall and Municipal buildings by 2026 but it does not address:

- ✦ Masterton’s lack of a performance venue
- ✦ the public accessibility of the Council meeting chambers
- ✦ the lack of a fit for purpose Regional Civil Defence facility
- ✦ Council staff housed in one premise (including the ongoing cost/uncertainty of leasing Queen Street)

Estimated capital cost \$3,345,205.

7.5 MASTERTON TOWN CENTRE IMPROVEMENTS CONSULTATION OPTIONS FOR THE 2024-2034 LONG TERM PLAN

File Number:

Author: Philip Evans, Project Delivery and Assets Manager

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to confirm the options, and Council's preferred option, for improvements to the Masterton town centre, to consult with the community for the 2024 – 34 Long Term Plan (LTP).

RECOMMENDATIONS

That Council

1. **Notes** that costs to deliver the project included in the 2021-31 LTP have escalated significantly.
2. **Approves** the following options for consultation as part of the 2024-34 LTP process;
 - Option 1 - Do the minimum and only replace critical infrastructure in Phases 1 and 2 of Queen Street
 - Option 2 - Complete the redevelopment in Phases 1 and 2 of Queen Street (as outlined in this report) but defer the remaining programme of work under the Masterton Revamp project.
3. **Agrees** that Council's preferred option is **Option 1** - Do the minimum and only replace critical infrastructure in Phases 1 and 2 of Queen Street.

CONTEXT

Masterton District Council (Council) first signalled plans to redevelop the Masterton town centre in 2015. Key drivers for this work were a need to address critical infrastructure issues – specifically renew water mains and laterals, reseal the road and footpath and replace street furniture. It was identified that this created an opportunity to consider a wider redesign and layout of the CBD and look at what additional improvements, enhancements and benefits could be achieved.

The Masterton Revamp project was initially identified as being a 10-year work programme, broken down into a number of discrete projects to be completed over the 2021-31 LTP. The project included a focus on multi-modal transport, increased pedestrian amenity and safety, creating more vibrancy in the town to encourage future investment and development opportunities, defining areas for different types of activities, more greenery, town entrance treatments and linkages to the Waipoua River and Queen Elizabeth Park.

During the LTP deliberations Council agreed to defer the work to Year 4 of the 2021-2031 LTP due to concerns about costs, Waka Kotahi subsidies and conflicting priorities. This means that the project was due to be included of the 2024-34 LTP.

A key part of the work programme to commence in 2024/25 includes the redevelopment of Queen Street. The work for Queen Street is broken into two phases;

- Phase 1 being that portion of Queen Street from Jackson Street to Perry Street and
- Phase 2 being Perry Street to Park Street.

The design elements of the redevelopment include:

- Releveling and expanding the footpaths
- Realigning car parking and reducing the total number of on-street car parking spaces
- Providing updated street furniture
- Providing new footpath treatments to improve wayfinding and reduce slip hazards.

This work would be additional to the critical roading and water infrastructure work.

During 2023, officers obtained updated costs for the Phase 1 and 2 portions of the Queen Street upgrade in anticipation of the inclusion of the project in the LTP and because the Queen Street critical work is becoming pressing. The cost estimates indicate a 70% increase in the costs included in the 2021-31 LTP. On the basis of this cost increase, officers presented options on the future of the Masterton Revamp project to the 13 September 2023 Council meeting. The options included:

- Option A - Defer the work
- Option B - Do the minimum and only replace critical infrastructure in Phase 1 and 2 of Queen Street
- Option C - Complete Phase 1 and Phase 2 redevelopment of Queen Street and defer the remaining CBD Revamp programme of work

Council agreed to progress Options B and C for consultation for the 2024-34 LTP but sought further clarification around the elements of the proposed design for Queen Street.

ANALYSIS AND ADVICE

Design Elements

Option 1 - Do the minimum in Queen Street

The focus in this option is to replace critical infrastructure only and so there will be minimum change to the street scape. Footpaths would be resurfaced, with paving stones replaced with asphaltic cement finishes, street furniture repainted and reinstated and water infrastructure replaced or relined underground. Aside from the temporary disruption to the CBD, members of the public will not notice any substantial differences.

Option 2 - Redevelopment of Queen Street

Under this option, the streetscape in Queen Street would undergo a significant change. The general tenor of the proposed design is to create a more people-centric design, by widening the footpaths, improving seating and greenspaces, providing more space for footpath dining and reducing the amount of on-street car parking. Initial concept designs have been developed by consultant firm Boffa Miskel and are included in [Attachment 1](#).

The indicative design was developed through consultation with the community. The design was then developed into detailed designs to allow for costs estimates of the work to be generated by a quantity surveyor.

Costs

A summary of the costs are provided below.

	Option 1 - Do Minimum in Queen Street	Option 2 - Redevelopment of Queen Street	Costs from 2021 - 2031 LTP
Phase 1	\$2.92M	\$6.55M	\$4.6M
Phase 2	\$3.56M	\$7.57M	\$4.0M
Total	\$6.48M	\$14.12M	\$8.6M

Council should note that these costs are based on quantity surveyor estimates and will need to be tested in the market through a tender process. However, they are consistent with other projects and infrastructure work.

Direction from Council

Council considered the design and associated costs at an LTP workshop in February 2024. Council noted the configuration and loss of parking spaces and views of the community recently expressed during the Transport Choices Eastside Link Cycleway project. Council has recently undertaken a parking study in the CBD as an evidence base for a Parking Strategy to be completed in 2024. Information from a presentation to the Council, including statistics on current supply and demand, is included in [Attachment 2](#).

Council noted the significant increase in costs for the Queen Street redevelopment, the current and likely future economic environment, and the upcoming increase in rates to pay for infrastructure improvements and the Town Hall and Library. It indicated that the redevelopment may not be affordable for the community at this time.

OPTIONS ASSESSMENT FOR THE 2024-34 LTP CONSULTATION

To meet the legal requirements for LTP consultation (S82A and S93C LGA) Council needs to include analysis of a preferred option and reasonably practicable alternatives in the LTP Consultation Document. A summary of options considered is included in the table below.

Option	Advantages	Disadvantages
1 PREFFERED OPTION Do minimum – carry out work to replace water services, repair roading and footpath areas and reinstate Queen Street to same condition.	Critical infrastructure work would be completed. Costs would be minimised. Minimal disruption to CBD businesses and residents.	No further upgrade / improvements to the CBD for this LTP cycle. Opportunities for cost efficiencies that would have been gained by completing the upgrade at the same time as the

	Cost estimated at \$6.48M.		<p>infrastructure upgrades would be lost.</p> <p>Development costs for any improvements to the streetscape are likely to increase over time.</p> <p>Does not provide for design elements that green the CBD and implement actions in the Climate Action Plan.</p>
2	<p>Develop the Queen Street design for Phase 1 and Phase 2 and progress with implementation.</p> <p>Cost estimated at \$14.12M</p>	<p>Critical infrastructure work would be completed.</p> <p>CBD improvements as part of the Masterton revamp would be progressed, consistent with the Town Centre Strategy.</p> <p>Provides for design elements that green the CBD and implement actions in the Climate Action Plan.</p>	<p>Significant cost commitment.</p> <p>Extended period of disruption compared to 'do minimum' option.</p>

OPTIONS CONSIDERED

A summary of the options considered in relation to options for the LTP 2024-34 consultation is included in the table below.

Option	Advantages	Disadvantages
1 Recommended – That Council agrees to proceed to consultation with the recommended options for the Town Centre Improvements with Option 1 – Do minimum as the preferred option.	<ul style="list-style-type: none"> LTP consultation can proceed without delay. 	<ul style="list-style-type: none"> None identified
2 Council selects alternative options for consultation or as the preferred option.	<ul style="list-style-type: none"> None identified 	<ul style="list-style-type: none"> Costing additional options would cost more, delay the LTP consultation and risk delaying the LTP.

			<ul style="list-style-type: none"> Selecting a different option as the preferred option would impact the costings in the LTP consultation document
--	--	--	---

Option 1 is the preferred option.

It is recommended that Council consult with the public through the LTP process on which option should be funded, with the Council's preferred option being to do the minimum to replace / repair the critical infrastructure in Queen Street while minimising cost and disruption.

In either option, the work would be completed over two years of the LTP.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The Masterton Revamp project was informed by the Town Centre Strategy; has the potential to give effect to Council's Arts, Culture and Heritage Strategy; and supports the vision and community outcomes in *He Hiringa Tangata*, *He Hiringa Whenua*, the Wellbeing Strategy. See also commentary below on the Council's Climate Action Plan.

As an additional consideration, Council should be aware of the pending issue of earthquake prone buildings located in the CBD. These are required to be upgraded over the next 10 years and will present a significant challenge to property owners and occupiers. This will potentially impact on the CBD upgrade work with multiple buildings fronting onto this portion of Queen Street requiring some level of protection, upgrade or, potentially, demolition. Upgrades to the CBD will potentially demonstrate to property owners Council's intent to invest in the CBD and encourage property owners to follow suit.

Alternatively, not completing the full revamp of the CBD means that any damage or other impact from potential reinforcing or demolition work will not affect a new streetscape. The redevelopment of the CBD could then be considered at a later LTP cycle.

Significance, Engagement and Consultation

The full programme of work, over the 10 year period, was costed as being in excess of \$37M at the time of the 2021 LTP cycle. These costs have now escalated to the extent that it is critical to engage the community via the LTP consultation process. The Council has considered that the full programme is unaffordable at this time, so options for a scaled back programme have been developed for consultation through the 2024-2034 LTP.

Financial Considerations

Financial considerations associated with the decision to consult on options to inform decisions on the CBD revamp include the increase in project costs by approximately 70% and the need to balance the cost of maintaining critical infrastructure with providing the full programme of development.

The preferred Option seeks to strike a balance without undermining any future development or revamp work. The updated costings will be part of the LTP project proposal for the public to submit on.

Implications for Māori

Embracing our Māori culture and multi-cultural community is an objective for Council and the Council benefitted from mana whenua guidance in the development of the Town Centre Strategy which informed the Masterton Revamp project. While this decision does not give rise to or affect Treaty/Tiriti obligations, the Local Government Act 2002 has specific requirements to ensure the views of Māori are considered as part of Council decision making. Council will work closely with iwi, hapū, and marae about their aspirations for Council facilities and how the CBD revamp will help achieve mana whenua aspirations.

Communications/Engagement Plan

A consultation document is being developed for the 2024-34 LTP for approval at the April Council meeting.

Environmental/Climate Change Impact and Considerations

Maintaining critical infrastructure will result in the efficient use of Council's water and transport networks, reducing losses and improving efficiency. Council's Climate Action Plan includes actions to support the community to transition to low-emission transport and for Masterton to have well designed streets and roads that minimise transport emissions. The redevelopment of Queen Street would implement Action 32, to investigate options for a more pedestrian friendly Queen Street, and Action 33 to investigate opportunities for incorporating shade and covered walkways in design of public spaces.

ATTACHMENTS

- 1. Option 2 Indicative and Detailed Design for Queen St**
- 2. Parking Study Presentation**

PROPOSED FEES AND CHARGES SCHEDULE 2024/25



MSTN.GOV.T.NZ
f @MastertonDC



Animal Services.....	3
Building.....	6
Land Information Memorandum (LIM).....	10
Planning.....	11
Infrastructure Contributions.....	14
Cemetery Fees.....	16
Library Fees.....	17
Parking.....	18
Concession Fees.....	20
Tradewaste.....	21
Environmental Health and Lic.....	22
Transfer Station.....	26
Housing for the Elderly.....	29
Water and Wastewater Services.....	30
Transport.....	32



Animal Services (GST inclusive)		Current 2023/24	2024/25
Urban Entire		\$188.00	TBC - set as part of separate council resolution in May 2024
Urban Neutered		\$109.00	TBC
Responsible Owner (discount 25%)	Urban Neutered	\$82.00	TBC
Rural 1st dog, incl working		\$109.00	TBC
Rural 2nd and sub incl working		\$29.00	TBC
Permit holder		\$109.00	TBC
Dangerous neutered		\$163.50	TBC
Seeing eye dogs		-	TBC
Application for Responsible Dog Owner		\$25.00	TBC
Sustenance fee (per day)			\$27.50
Poundage fee: First impounding			\$82.50
Poundage fee: First impounding (unregistered)			\$100.00
Poundage fee: Second impounding			\$165.00
Poundage fee: Third and subsequent impounding (within 12 months)			\$220.00
Surrender of dog (acceptance must be on prior approval)			\$330.00
Micro-chipping of Masterton registered dog			\$22.00
Application for Permit - keep more than two dogs in urban area			\$65.00
Replacement registration tag			\$7.00
Collars, apparel and worming tablets	Actual cost plus 15%		-
Costs and expenses relating to impounding and securing impounded dog	Actual cost plus 15%		-
Rehoming fee for impounded dog	No charge to adopt but pro rata registration applies		-

Animal Services (GST inclusive)		Current 2023/24	2024/25
Hire of bark collar	2 week hire, plus bond		\$23.00 + bond \$23.00
Hire of cat trap	2 week hire, plus bond		\$23.00 + bond \$23.00
Dog seizure fee	A special call-out to return a dog to its owner outside of normal office hours, only by arrangement with the after-hours officer on duty. Only between the hours of 8am and 8pm.		\$165.00
After-hours dog release (additional to impounding fees)	Same as above		\$165.00
Vet treatment for impounded dog	Urgent care for impounded dog - actual cost plus 15%		-

Animal Services (GST inclusive)		Current 2023/24	2024/25
Stock Impounding Fees (GST inclusive)			2024/25
Poundage fee for every horse, mare, gelding, colt, filly, foal, mule, ass, ox, bull, cow, steer, heifer or calf			\$90.00
Sustenance fee for every horse, mare, gelding, colt, filly, foal, mule, ass, ox, bull, cow, steer, heifer or calf			\$15.50
Poundage fee for every ram, ewe, wether, lamb or goat			\$64.00
Sustenance fee for every ram, ewe, wether, lamb or goat			\$9.50
Poundage fee for every boar, sow or pig			\$64.00
Sustenance fee for every boar, sow or pig			\$15.50
	For the second and subsequent impounding in one year of the stock of any particular owner, the above poundage fees are increased by 50%		
	Fees for giving notice of impounding		
For writing and delivering of any notice or sending any notice by post			\$30.00
For inserting any notice in one or more newspapers	Actual cost plus 15%		
	Charge for leading, driving or conveying stock		
Actual cost incurred, with a minimum charge of			\$93.50
Officer Rates			
Animal and Bylaw Services Officer	per hour		\$190.00
Administration	per hour		\$125.00

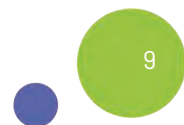
Building Consent Fees (GST inclusive)	2024/25
	Building Consent (BC) only Fee (excluding Build fee, BRANZ and DBH levies)
PIMS	
Residential Project Information Memorandum (If applying prior to Building Consent application)	\$575.00
Commercial Project Information Memorandum (If applying prior to Building Consent application)	\$1,150.00
Minor work	
Swimming Pools > 1,200 mm above ground and Spa Pool and Swimming Pool Fences	\$440.00
Residential Demolition (rate per hour)	\$255.00
Solid Fuel Heater	\$440.00
Peripheral Plumbing and Drainage Work e.g. minor alterations, septic system renewal, wet area shower - items outside the scope of Schedule 1 - one inspection	\$525.00
Project Drainage Work e.g. new minor subdivision services, and common drains (up to four lots)	\$810.00
Minor Projects - Garden sheds / retaining walls / carports / decks / conservatories / inground pools / proprietary garage or storage agricultural buildings repiling - two inspections	\$810.00
Larger Farm Buildings (covered yards, wool sheds), including plumbing and drainage	\$1,390.00
Garages, simple design, single level with plumbing and drainage and / or firewall. If self-contained use dwelling fee.	\$1,795.00
Residential New Dwellings	
Single storey value < \$500k	\$5,955.00
Complex / single storey value > \$500k and multi storey	\$6,805.00
Transportable dwelling (yard built - to be transported to another district)	\$4,540.00
Single storey multi-unit apartment (first unit)	\$5,955.00
Single storey subsequent units	\$2,975.00
Complex / multi storey multi-unit apartment (first unit)	\$6,805.00
Complex multi storey subsequent units	\$3,415.00

Building Consent Fees (GST inclusive)	2024/25
Residential dwelling additions and alterations	
Alterations (minor): up to three inspections including processing time	\$1,580.00
Alterations (minor): up to six inspections including processing time	\$3,575.00
Alterations (major): up to eight inspections including processing time	\$4,400.00
Transportable / Relocated Residential Dwellings	
Transportable / Relocated Residential Dwelling - urban (Resource Consent required for relocated dwellings)	\$2,325.00
Transportable / Relocated Residential Dwelling - rural (Resource Consent required for relocated dwellings)	\$2,700.00
<i>Note: if relocation includes additions or alterations add Additions and Alterations rate.</i>	
Commercial / industrial	
Commercial Demolition	\$825.00
Minor commercial work e.g. signs / shop fronts / minor fit outs (no plumbing and drainage)	
Fit Outs (no Plumbing and drainage), Specified System Changes - single inspection	\$1,130.00
Minor Commercial Work - up to three inspections	\$1,790.00
Use commercial rate for large subdivision services	
Commercial / Industrial <\$50,000	\$3,400.00
Commercial / Industrial \$50,001 - \$100,000	\$4,745.00
Commercial / Industrial \$100,001 - \$150,000	\$6,050.00
Commercial / Industrial \$150,001 - \$250,000	\$7,370.00
Commercial / Industrial \$250,001 - \$350,000	\$8,800.00
Commercial / Industrial \$350,001 - \$500,000	\$10,065.00
Commercial / Industrial \$500,001 - \$1,000,000	\$11,000.00
Commercial / Industrial / Agricultural >\$1,000,000	\$11,000.00
Complexity per \$100,000 over \$1 million	\$650.00
<i>Note: Development levies may apply to commercial building consents. Check with Council.</i>	
Bonds	



Building Consent Fees (GST inclusive)	2024/25
Relocatable / Transported Road Bond	\$2,750.00
Rural / Urban Road Crossing Bond	\$6,250.00
Urban Footpath Damage Bond	\$2,500.00
Council Infrastructure Protection Bond	\$6,250.00
Water Meter Supply and Install	\$540.00
Building Consent Authority Fees	
Building Consent Officer (per hour)	\$255.00
Team Leader (per hour)	\$310.00
Re-Inspection, for failing to build to plan, revisiting incomplete work, consent documents not on site (per hour)	\$255.00
Amendment to Building Consent (reassessment of amended plans). Charges will also apply if the amendment involves additional inspections (per hour)	\$255.00
Minor Variation Assessment (half hour BCO and admin)	\$127.00
Notice to fix - Inspections and administration (per hour)	\$255.00
Travel Modifier > 20km from Waiata House	3%
Travel Modifier > 40km from Waiata House	5%
Compliance / TA Functions	
Swimming Pool Inspection fee - further charges may apply if multiple visits are required to ensure compliance with safety requirements	\$205.00
Certificate of Acceptance - Building Consent fee for the applicable building work plus actual costs at hourly rate (including inspections), payable prior to issue of certificate (per hour)	\$315.00
Compliance Schedule Amendment (includes one inspection and 12A and BWOF administration) any additional time charged at BSO hourly rate	\$415.00
BWOF Annual Renewal Fee	\$150.00
Notice to fix - Inspections and Administration per hour	\$315.00
BWOF Technical Audit (two hours) any additional time charged at BSO hourly rate	\$440.00
Earthquake Prone Building Report Review / Status Confirmation (2 hours)	\$440.00
Discretionary Exemption from Building Consent Assessment, Sch 1(2) of the Building Act	\$440.00

Building Consent Fees (GST inclusive)	2024/25
Application for Certificate of Public Use (CPU) includes inspection	\$440.00
Amendment to Building Consent - for a modification or waiver to a building consent - per hour, inspections may incur additional charges (per hour)	\$290.00
Building Services Officer (BSO)(per hour)	\$210.00
Building Administration	
Processing Software Licence (Objective Build)(per consent)	\$190.00
Building Administrator (per hour)	\$125.00
Certificate of Title	\$37.50
BRANZ levy for work of \$20,000 or more (Charge is per \$1,000 or part thereof)	\$1.00
MBIE Levy - GST inclusive for work of \$20,444 or more (Charge is per \$1,000 or part thereof)	\$1.75
Administration - Printing charge for issued consents (optional)	\$75.00
Processing hard copy certificate applications	\$145.00
Property search fee (Includes download, scanning documents, email, or writing to disc)	\$31.00
Annual Building Consent List Mailer (Annual charge - emailed)	\$170.00
Photocopying	
Black - up to A3 (each)	\$0.50
Colour - up to A3 (each)	\$3.00



Land Information Memorandum (LIM) (GST inclusive)	2024/25
LIM - Standard - ten days	\$435.00
LIM - Urgent - five days	\$625.00
Certificate of title	\$35.00
Cancellation	
Cancellation within 24 hours	80% refund
Cancellation within 48 hours	60% refund
Cancellation after 48 hours	No refund

Planning (GST inclusive)	2024/25
Land use or subdivision consents	
Activity	Deposit
Controlled	\$1,925.00
Restricted Discretionary – Non Notified	\$2,200.00
Restricted Discretionary – Limited Notified	\$2,200.00
Discretionary	\$2,640.00
Non Complying	\$3,300.00
Heritage Items *	Free for heritage work only
Additional deposit for streamlined decision making on resource consents	\$6,655.00
Additional deposit for proposals of National Significance on resource consents	\$6,655.00
Application for change/cancellation of conditions RMA s127	\$825.00
Application for extension of consent lapsing time RMA s125	\$825.00
Deemed Permitted Boundary/Marginal Activities	
Permitted Boundary Activity (PBA)	\$440.00
Certificate of Compliance	
Request for Certificate of Compliance under RMA s139	\$495.00
Request for Existing Use Certificate under RMA s139A	\$1,515.00
Designations and Heritage Orders	
Notice of Requirement	\$6,655.00
Outline Plan of Works s176A RMA	\$1,650.00
Minor Alteration to Designation s181(3)RMA	\$1,815.00
Additional deposit for proposals of National Significance for Designations and Heritage Orders	\$6,655.00
Plan Changes	
Plan Change Request - prior to decision under RMA Schedule 1 Clause 25 to adopt/accept/reject request	\$6,655.00
Private Plan Change - where plan change request has been accepted (but not adopted) under RMA Schedule 1 Clause 25	Actual Costs

Planning (GST inclusive)	2024/25
Land use or subdivision consents	
Additional deposit for streamlined Planning Process on Private Plan Changes	\$6,655.00
Additional deposit for proposals of National Significance on Private Plan Changes	\$6,655.00
Miscellaneous Certificates	
S223 Certificate	\$385.00
S224 Certificate	\$550.00
S226 Certificate	\$440.00
Cancellation of Building Line Restriction s327A Local Government Act 1974	\$220.00
Right of Way approval s348 Local Government Act 1974	\$485.00
Cancellation of amalgamation condition s241(3) RMA	\$485.00
Revocation of easement s243(e) RMA	\$485.00
Planning Fees	
Public Notification	\$3,025.00
Limited Notification	\$1,815.00
Pre Hearing	\$615.00
Hearing	\$1,815.00
External Consultancy	Actual cost
Post Decision – Requested changes	\$485.00
Post Decision – Minor changes	\$220.00
Financial Contributions - as per Wairarapa Combined District Plan	
Reserves Contributions	Rural 2% of land value (plus GST) Urban 3% of land value (plus GST)
Roading Contributions	Rural 3% of land value (plus GST) Urban 2% of land value (plus GST)
Additional Charges	
Note: Pursuant to Section 36, 36(1) and 36(3) of the Resource Management Act 1991, Council may require the person who is liable to pay one or more of the above charges, to also pay an additional charge to recover actual and reasonable costs in respect of the matter concerned.	

Planning (GST inclusive)	2024/25
Land use or subdivision consents	
Planner (per hour)	\$215.00
Senior/Principal Planner/Engineer/Parks and Reserves technical expertise (per hour)	\$260.00
Manager Planning (per hour)	\$310.00
Administration (per hour)	\$125.00
Independent Hearing Commissioner	Actual Costs

Infrastructure Contributions (GST exclusive unless stated)		2024/25
<p>The figures below are payable by property owners who are taking up new connections to Masterton urban sewerage and water supply services. The contribution is the 'buy in' price for new joiners that connect to the services. All contributions are payable prior to connection and subdivision developments are subject to the requirements of the Wairarapa Combined District Plan.</p>		
New Connection to Masterton Urban Services		
Water		\$2,000.00
Sewer		\$3,000.00
<p>When the proposed WCDP becomes operative, a new regime will apply for infrastructure contributions to urban services, based on buy-in price with 35% discount applied. The initial fee is here, but subject to confirmation via the consultation process that the proposed WCDP is going through. Operative date is still to be determined.</p>		\$14,255.00
Broken down into services:		
Water		\$5,042.00
Wastewater		\$7,259.00
Stormwater		\$1,954.00
<p>This contribution is payable by subdividers / developers under the Wairarapa Combined District Plan, as part of issuing resource consents for new lots. The charge is effectively a joining fee to join the existing network services. For all other new connections the contributions are payable by the owner prior to connection.</p>		
<p>Developers may be required to pay additional contributions depending on their development's assessed impact on the future network upgradeneeds, as detailed below:</p>		
<p>The process for remission or waiver of these charges is detailed in section 23 of the Wairarapa Combined District Plan in accordance with the RMA</p>		
Lansdowne (water capacity)	per lot	\$1,295.00
Stormwater Cashmere	per lot	\$255.00
Sewer Cashmere	per lot	\$715.00
Solway Crescent	per lot	\$690.00
Taranaki Street	per lot	\$295.00
South Belt (sewer)	per lot	\$1,205.00
Upper Plain / Chamberlain Road (Roading)*	per lot	\$5,335.00
Kitchener Street extension (Roading)*	per lot or Residential Equivalent	\$5,925.00
<p>*These contributions remain interim while the infrastructure costs in these areas are finalised.</p>		

Infrastructure Contributions (GST exclusive unless stated)		2024/25
Other Schemes		
Upper Plain - water (trickle feed off urban supply)	per unit of water	\$3,785.00
Plus connection costs (restriction valve, backflow valve etc.)		
Other Rural - (metered) connection to Masterton		\$2,730.00
Plus connection costs (restriction valve, backflow valve etc.)		
Rural - connection to Masterton urban sewer		\$3,910.00
Airport - cost recovery for South Road and Moncrieff Drive water and wastewater lines	Water additional	\$3,467.00
	Wastewater additional	\$4,655.00
Airport - new leases, contribution towards water, wastewater and power in development area	Additional to \$5,000 for water and sewer connections (as referenced above)	\$24,020.00
Tinui wastewater		\$11,235.00
Tinui water supply		\$4,030.00
Castlepoint wastewater		\$5,875.00
Tauweru water supply		\$5,145.00
Riversdale Beach wastewater - Original Scheme Area		\$27,275.00
Riversdale Beach wastewater - Riversdale Terraces		\$17,455.00

For new subdivisions, or areas not listed above, please contact the Planning team. As part of approved resource consents for new lots in the urban areas of Masterton, subdividers / developers are required to pay for connections to infrastructure services. The charge is effectively a service connection fee to the existing network services. These charges are payable prior to connection, and approved subdivision developments are subject to the requirements of the Wairarapa Combined District Plan.

Cemetery Charges (GST inclusive)	2024/25
Plot Fees	
Lawn Cemetery Plots	
Child no more than 12 months old	\$265.00
Child more than 12 months but less than 10 years	\$500.00
All others	\$1,560.00
Cremations Plots - Berms	\$385.00
Interment Fees	
Lawn Cemetery	
Child no more than 12 months	\$270.00
Child more than 12 months but less than 10 years	\$835.00
All others - Urban cemeteries	\$1,670.00
All others - Rural cemeteries	\$2,030.00
Cremations Plot - (Urban)	\$545.00
Cremations Plot - (Rural)	\$665.00
Additional Charges	
Out of District fee – Interment (this is an additional cost to the purchase of a lawn or cremation plot)	\$1,270.00
Out of District fee – Cremation (this is an additional cost to the purchase of a lawn or cremation plot)	\$530.00
Breaking / Removing stone work, concrete	Actual costs
Interments on Saturday, Sunday and Statutory holidays (this fee is additional to regulation charges)	Actual costs or \$700 whichever is greater
Interments requiring attendance outside core working hours of normal working week (i.e. 0730-1600 hours). These charges are additional to regulation fees	Actual costs plus admin fee
Disinterment	Actual costs
Availability of soil for hand filling adult plots	\$655.00
Removal of headstones and foundation structures	Actual costs
Construction of concrete floor, covers or renovation	Actual costs
RSA – No charge for Plot or Out of District Fee	Interment fee only

Library Charges (GST inclusive)		2024/25
Rental Charges		
Hot Picks	Three week loan	\$3.00
Inter-loans		\$16.00
Photocopying and Printing		
	A4 black	\$0.30
	A4 colour	\$1.50
	A3 black	\$0.50
	A3 colour	\$3.00
Other		
Scan and email		\$1.00
Laminating	A5	\$2.00
	A4	\$3.00
	A3	\$4.00
Lost / Damaged Items		
Books lost, damaged or not returned		replacement cost
Archive Charges (GST inclusive)		2024/25
Research Fees	1st 30 mins	Free
	each 30 mins after	\$30.00

Parking (GST inclusive)	2024/25
Parking Meter Charges - Per hour	\$1.00
Parking Offence Infringements (No GST)	
P101 Parked within an intersection	\$60.00
P102 Parked on or within 6 metres of an intersection	\$60.00
P104 Parked on or near a pedestrian crossing	\$60.00
P107 Parked on broken yellow lines	\$60.00
P108 Parked on area reserved for hire or reward	\$60.00
P113 Double parking	\$60.00
P117 Inconsiderate parking	\$60.00
P105 Prohibited area	\$40.00
P109 Parked within 6 metres of bus stop	\$40.00
P110 Parked across a vehicle entrance	\$40.00
P111 Parked near a fire hydrant	\$40.00
P112 Parked between fire hydrant and road marking	\$40.00
P114 Incorrect kerb parking - left side of the road	\$40.00
P115 Parked on footpath	\$40.00
P119 Parked on loading zones or EV charging	\$40.00
P120 Incorrect angle parking	\$40.00
P136 Parked in area reserved for EV charging	\$60.00
P969 Parked on disabled car parks with permit not	\$150.00
P821 Parked across a line marking a space	\$40.00

Parking (GST inclusive)	2024/25
Meter/ Time Limit Infringements	
Not more than 30 minutes	\$12.00
More than 30 minutes but not more than 1 hour	\$15.00
More than 1 hour but not more than 2 hours	\$21.00
More than 2 hours but not more than 4 hours	\$30.00
More than 4 hours but not more than 6 hours	\$42.00
More than 6 hours	\$57.00
Other	
'No parking' sign - per day (deposit taken and refunded on return)	\$25.00

Concession Fees (GST inclusive)		2024/25
Airport Events		
Airport event requiring closure of airfield	per event (e.g. Wings Over Wairarapa)	\$9,010.00
Airport event restricting airfield use	per event (e.g.SVA air show)	\$900.00
Airport event allowing normal use of airfield	per event	\$305.00
Bonds		
Commercial and non-commercial	Dependent on level of impact and displacement to other users as assessed by Council or its agents	\$200 to \$5,000
Concessions		
Concession for use of area / space reservation in Reserve* (Mobile traders / Hawkers / Vendors / Amusements)	application fee	\$60.00
	plus per day or part day or part thereof for up to 10sqm area	\$30.00
*Extended area by negotiation; Extended time (Lease / Licence) by negotiation; Open Tender for competing concessionaires		
Commercial Filming / Photography in Reserve	day or part thereof	\$310.00

Trade Waste Charges (GST inclusive)	2024/25
<p>These charges are split into three types:</p> <ul style="list-style-type: none"> - An application fee - An annual consent fee and - Fee based on flow and strength if discharges reach the trigger point as defined in schedule 1 of the council's trade waste bylaw. <p>All trade waste charges are additional to the sewerage rates paid.</p>	
Application Fees	
Small discharges	\$235.00
Medium discharges	\$445.00
Large discharges	\$855.00
Trade Waste Consent Fees	
Small (controlled)	\$305.00
Small (conditional)	\$610.00
Medium (controlled)	\$1,035.00
Medium (conditional)	\$1,650.00
Large (controlled)	\$2,225.00
Large (conditional)	\$3,115.00
Large users over Schedule 1 triggers charged per flow strength and solids as follows:	
Flow (per cubic m)	\$1.00
Biological Oxygen Demand (BOD)(kg)	\$3.00
Suspended Solids (SS)(kg)	\$2.50
Additional inspections (per hour)	\$132.00
Septage waste (to sewer) per tonne	\$91.00

Environmental Health and Licensing (GST inclusive)		2024/25
Food Registration		
New Application for registration of food control plan based upon: a template issued by MPI or a new business subject to a national programme	Fixed fee includes up to three hours to process registration	\$365.00
Application for renewal or amendment of food control plan or national programme.	Fixed fee includes up to one hour to process application	\$150.00
Verification		
Verification food premises including booking of appointments, checking prior history, travel time, actual on-site time, completing reports and recording system entries. Also covers any follow up verification site visits to check remedial action	fixed fee up to 3.5 hours	\$425.00
Verification - Out of routine hours		
Verification food premises including booking of appointments, checking prior history, travel time, actual on-site time, completing reports and recording system entries. Also covers any follow up verification site visits to check remedial action	fixed fee up to 3.5 hours	\$660.00
*Cancellation of verification with less than 48 hr notice will incur full cost	For every additional hour	\$210.00
Compliance and Monitoring		
Complaint driven investigation resulting in issue of improvement notice by Environmental Health Officer; or application for review of issue of improvement notice; or monitoring of food safety and suitability; or failure to comply with corrective action request within agreed timeframe.	Hourly rate for each compliance and monitoring activity (minimum half hour charge)	\$195.00
Licensing Year for Health Act and Bylaw Registration is 1 April to 31 March		

Environmental Health and Licensing (GST inclusive)		2024/25
Food Registration		
Application for registration of premises (Health Act 1956 and Bylaws)	Fixed fee includes up to two hours to process registration and site visit	\$240.00
Annual Registration:		
Beauticians, Nail Technicians, Tattooists and Skin Piercer – Secondary business activity (chemists / beauty therapy services in conjunction with another activity)		\$88.00
Beauticians, Nail Technicians, Tattooists and Skin Piercer – Sole business activity e.g. Beauty Therapy Clinics.		\$210.00
Annual registration – Camp ground		\$240.00
Annual registration – Hairdressers		\$210.00
Annual registration – Offensive trades		\$210.00
Annual registration – Funeral directors		\$210.00
Transfers / change of operator (offensive trade, camping ground, funeral director, hairdresser and beauty therapists, tattooists, skin piercers)		\$180.00
Further notes		
Application for refund of an annual registration fee must be in writing, 50% of total fee retained for administration / inspection, 50% of total fee refunded on a monthly pro-rata basis.	The initial verification fixed fee is based on an initial estimate of time. The actual officer time will be subject to the size, complexity, level of compliance and the readiness of the business.	
The registration frequency for national programmes (NPs) is every two years.	Food registration periods may be extended as per section 51(1)(b) and charged pro-rata for the extended portion.	
The verification frequency for high performing operators on FCP may extend to every eighteen months, further reducing compliance costs for food operators. Verification for businesses on national programme may also be extended to 24 months. Businesses on national programme one (businesses such as coffee carts) will only need to be verified once if there are no changes to the operation.		
Licences		
Application for Gambling Venue consent	plus charges	\$425.00
Hawker's or mobile cart trader licence	per annum	\$210.00

Environmental Health and Licensing (GST inclusive)		2024/25
Food Registration		
Itinerant trader (including inspection fee)	per annum	\$425.00
Duplicate licence		\$45.00
Street stall – licence	per week	\$45.00
Taxicab stand	per annum	\$210.00
Pie cart stand – site licence	per week	\$60.00
Boarding House	per annum	\$120.00
Resources		
Food Act 2014 Resources		Actual cost plus 15%
Noise Control		
Noise control charges (Return of seizure equipment) – (Per Callout to Property)		\$115.00
Security / Fire alarm disconnection		Actual cost plus 15%
Bylaws		
Grazing permit (three months)		\$33.00
Removal of refuse		Actual cost plus 15%
Return of Seized Skateboard		
First offence	7 day impoundment	7 day impoundment
Second offence	7 day impoundment plus return fee	\$55.00
Third and subsequent seizures	7 day impoundment plus return fee	\$105.00
Abandoned Vehicles		
Removal urban		\$365.00
Additional charges for storage and costs for rural collection		Actual Cost
Officer Rates		
Environmental Health - Manager / Senior	per hour	\$310.00

Environmental Health and Licensing (GST inclusive)		2024/25
Food Registration		
Environmental Health - Officer / Inspector time (minimum 1 hour)* *covers all activities across Environmental Health Services	per hour	\$195.00
Administration charge minimum of one hour	per hour	\$125.00

Transfer Station (GST inclusive)		2024/25
Nursery Road		
Waste to landfill prices include the Waste Levy at \$50 per tonne (an increase from \$30/t in 2022/23)		
Domestic Prices - Load Size		
Green Waste to Composting		
Car boot or SUV (up to 100kg)	per load*	\$7.00
Small Trailer, Van, Ute (up to 1.8m x 1.2m x 0.4m high or up to 250kg)	per load*	\$17.00
Large Trailer, Van, Ute (up to 1.8m x 1.2m x 0.8m high or up to 500kg)	per load*	\$23.00
Large truck (up to six tonne) - Weigh In / Out (Min \$26 charge per load)	per tonne (+GST)	\$74.60
* Council reserves the right to weigh any loads		
Refuse to Transfer Station		
Official Masterton District Council 'Blue Bag'	Prepaid	No Gate Charge
Bags - any other bag (up to 30kg)*	per bag	\$9.50
Car boot or SUV (up to 100kg)*	per load	\$35.80
Small Trailer, Van, Ute (up to 1.8m x 1.2m x 0.4m high or up to 250kg)*	per load	\$85.00
Large Trailer, Van, Ute (up to 1.8m x 1.2m x 0.8m high or up to 500kg)*	per load	\$113.00
Large truck (up to six tonne) - Weigh In / Out	per tonne (excluding GST)	\$310.00
* Council reserves the right to weigh any loads and charge per tonne, minimum charge \$26		
Council Bags - recommended retail price	per bag	\$4.90
Commercial Prices (GST exclusive unless stated)		
General Refuse	per tonne	\$310.00
Construction / demolition refuse	per tonne	\$310.00
Tyres (more than four tyres)	per tonne	\$737.00
Tyres (car and 4WD only)	each incl GST	\$5.30

Transfer Station (GST inclusive)		2024/25
Nursery Road		
Tyres (car and 4WD, on rims)	each incl GST	\$6.70
Tyres Truck	each incl GST	\$10.00
Grease Trap and Special Waste (for burial)	per tonne	\$500.00
Sump Waste	per tonne	\$67.80
Sawdust	per tonne	\$302.50
Septic tank waste (to sewer) liquid	per tonne	\$91.00
Poultry e.g. egg waste (to sewer)	per tonne	\$812.60
Cleanfill (weighed)*Waste levy of \$10/t from July 2023	per tonne	\$20.00
Recyclable materials		No charge
E-Waste		
Mobile phones, GPS, digital cameras, computer mice	per item	No charge
Small / medium computer items (such as keyboards, docking stations, modems, routers, gaming consoles)	per item	\$5.00
Computer monitors, computer peripherals (incl speakers, DVD/VCR/CD players, stereo equipment)	per item	\$20.00
TVs, printers, scanners, fax machines, stereo / hi-fi speakers	per item	\$30.00
Photocopiers	per item	\$50.00
Rural Recycling Transfer Station Facilities - Load Size		
Green Waste to Composting		
Car boot or SUV (up to 100kg)	per load	\$8.00
Small Trailer, Van, Ute (up to 1.8m x 1.2m x 0.4m high or up to 250kg)	per load	\$18.00

Transfer Station (GST inclusive)		2024/25
Nursery Road		
Large trailer (up to 500kg) / medium truck (less than 2 tonne)	per tonne (estimated)	\$91.00
Large truck (up to six tonne) Min \$26 charge per load	per cubic metre (estimated)	\$76.00
Refuse to Transfer Station		
Official Masterton District Council 'Blue Bag'	Prepaid	No Gate Charge
Bags - any other bag (up to 30kg)*	per bag	\$11.00
Car boot or SUV (up to 100kg)*	per load	\$36.50
Small Trailer, Van, Ute (up to 1.8m x 1.2m x 0.4m high or up to 250kg)*	per load	\$87.00
Large Trailer, Van, Ute (up to 1.8m x 1.2m x 0.8m high or up to 500kg)*	per tonne (estimated)	\$350.00
Large truck (up to six tonne)	per cubic metre (estimated)	\$129.50

Housing for the Elderly (Nil GST)	2024/25 (Rent per week)
Panama Village	
25 x Bedsitters	\$128.00
15 x One Bedrooms	\$136.00
4 x One Bedrooms (double)	\$143.00
Laurent Place	
8 x Bedsitters	\$123.00
4 x One Bedrooms	\$133.00
6 x One Bedroom Houses (double)	\$145.00
Bodmin Flats	
8 x Bedsitters	\$123.00
Truro Flats	
6 x One Bedrooms	\$133.00
4 x Garages	\$18.00

Water and Wastewater Services Charges (excluding GST)	2024/25
Joint Connection	
20mm water and 100mm sewer	
Drainage	
Sewer connection 100mm	
Sewer connection over 100mm	
Keeping sewer connection in repair	Contract Price
Water Supply	Plus \$213
20mm water connection	processing
Larger than 20mm connection	and inspection
Renewing 20mm connection	fee for each application
Renewing larger than 20mm connection	
Keeping service pipe in repair	
Disconnection of water supply	
Reconnection of water supply	
Installing water meter	
<p>*Connection work may include (but is not limited to) pipe work, testing and disinfection, manifold (back flow preventer), service box (toby), water meter, flow control system (if required), attendance by the Council's contractor at the time of connection to the water mains, a NZ Transport Agency permit for trenching (if required), a Corridor Access Request for reinstatement of the road and other disturbed infrastructure, relocation of any other services, and any other related work.</p>	



Water and Wastewater Services Charges (excluding GST)		2024/25
Water by Meter - Urban Water Supply		
Up to 50,000 litres per three months	excl GST	\$68.00
	incl GST	\$78.20
50,000 to 100,000 litres per three months per 1,000 litres	excl GST	\$1.66
	incl GST	\$1.91
Over 100,000 litres per three months per 1,000 litres	excl GST	\$2.13
	incl GST	\$2.45
2,000 to 20,000 litres in same load (tanker) per 1,000 litres	excl GST	\$2.61
	incl GST	\$3.00
* Increase in metered water charges is in line with the increase in water rates on Masterton urban properties.		



Existing Transport (GST inclusive)		2024/25
Corridor Access Request Fees (CAR)		
Minor CAR (including events, standard vehicle crossings)		\$260.00
Major CAR/project		\$560.00
Generic/Global CAR		\$770.00
Miscellaneous CAR Fees		
Non-conformance notice		\$270.00
WAP (Works Access Permit) Extension		\$60.00
Extra site inspections		\$130.00
Staff Fees		
TTM auditors per hour		\$140.00
Corridor Officer per hour		\$130.00
Roading Engineer per hour		\$210.00
Other		
Rural Rapid Property numbering	Initial	\$55.00
	Replacement	\$20.00

Phone

06 370 6300 - 8am to 5pm except Tuesdays 9am to 5pm
06 378 7752 after hours

Email

mdc@mstn.govt.nz

Visit

Masterton District Council
161 Queen Street, Masterton
9am - 4pm

Write to

Masterton District Council
PO Box 444, Masterton 5840
www.mstn.govt.nz

MSTN.GOV.T.NZ
f @MastertonDC



TŌ WĀHI, TŌ MAHERE

YOUR PLACE, YOUR PLAN

Masterton District Council Long-Term Plan 2024-34
Consultation Document



MSTN.GOV.T.NZ
f @MastertonDC



This document outlines the significant decisions we need to make as we develop our 2024-34 Long-Term Plan, and asks our community for their feedback on the work we have planned for the next 10 years.

We've got some big decisions to make for Masterton, including:

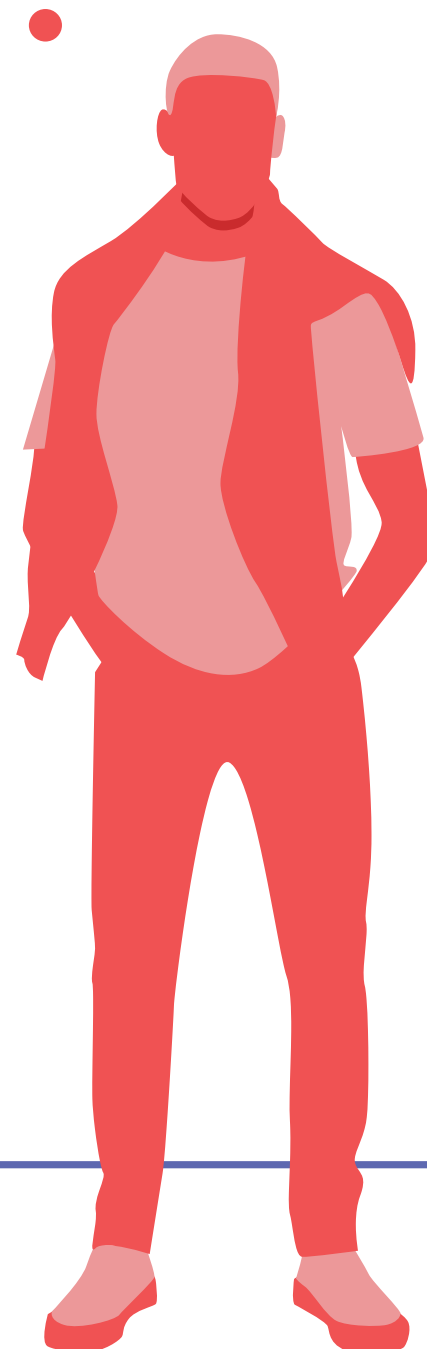
- the future of the Town Hall, and library and archive
- our town centre improvements
- the way the Council funds community groups and organisations
- changes to some council services to help us achieve cost savings.

Tell us what you think

We want to know what you think about the big decisions and other proposals in this plan. Have we got it right? What else should we be thinking about?

Consultation closes 10am Monday 6 May

Hearings will be held on Wednesday 22 and Thursday 23 May 2024 for those wanting to formally present their views to the Council.



IHIRANGI

CONTENTS

Looking back	2
As we look to the future	4
Our community outcomes	5
Message from the Mayor	6
What does the future look like?	8
The big decisions	10
1. Town Hall, library and archive	12
The Town Hall	13
Masterton District Library and Wairarapa Archive	19
2. Town Centre improvements	25
3. Changes to Council funding	29
4. Changes to services	32
Investing in infrastructure	38
Other key work we're progressing	40
Other issues	42
What will it cost?	44
What's behind the 2024/25 rates rise?	47
What it means for you	48
What else has changed?	50
Your decision-makers	52
Your place, your say	53
Auditor's report	54

TITIRO WHAKAMURI

LOOKING BACK

What we've achieved over the past three years since our last Long-Term Plan:



Masterton District Climate Action Plan

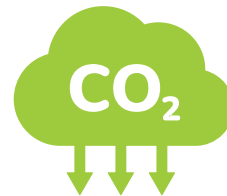
developed and adopted and a community Climate Advisory Group established to facilitate implementation of the Plan.



Whitipoua walking and cycling bridge

across the Waipoua River opened, including collaborating with nine mana whenua artists to tell the stories of Masterton's past, present and future through 50 engraved paewhiri (totara boards).

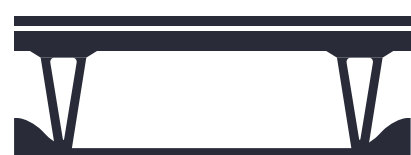
Developed and adopted a **Corporate Carbon Emissions Reduction Plan**



Cyclone Gabrielle

was responded to in February 2023, bringing major roads to a safe level of service, reinstating bridge abutments, removing forestry slash and setting up temporary traffic management measures on roads with washouts and dropouts.

Completed new southbound lane of **Colombo Road bridge**



Adopted our **Parks and Open Spaces Strategy**

Māori Ward

established following public consultation.



Masterton skatepark

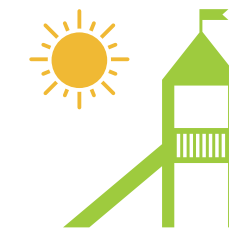
revamped - designed in partnership with youth.



Hood Aerodrome Masterplan

adopted after public consultation, to guide development at the aerodrome.

Renewal of:
5.4km of water mains
9.2km of sewer mains



Burling Park playground refurbished



Resealed 62km of roads



Rural Advisory Group

established with four meetings over the year.

Held rates increases at an average of 6.1% over the three years in a high inflation period.



ANGA WHAKAMUA

AS WE LOOK TO THE FUTURE

Tē tōia, tē haumatia.

Nothing can be achieved without a plan, a workforce, and a way of doing things.



We need to plan for the future to make sure we grow and thrive as a community – in a way our community wants. This Long-Term Plan Consultation Document outlines our priorities to help us deliver on our community’s aspirations.

We have called this Long-Term Plan Tō Wāhi, Tō Mahere – Your Place, Your Plan

This is Your Place. Whakaoriori-Masterton is where you have chosen to make your home, raise your family, build your business, or connect through whakapapa or in some other way.

This is Your Plan. Working together with your priorities at the centre of our thinking, we can help develop Whakaoriori-Masterton for the future you want.

NGĀ PUTANGA KI TŌ TĀTOU HAPORI

OUR COMMUNITY OUTCOMES

Everything we do needs to support and enhance Masterton District’s most positive future. We have indicated in this consultation document the community outcomes our proposals will impact.

-  An Engaged and Empowered Community
-  Pride in our Identity and Heritage
-  A Sustainable and Healthy Environment
-  A Thriving and Resilient Economy
-  Efficient, Safe and Effective Infrastructure

HE MIHI NĀ TE KOROMATUA

MESSAGE FROM THE MAYOR

Kia ora Masterton!

What will Masterton District look like in 2034? If you think it's a bit soon to be thinking about that, let me tell you that now is precisely the time for us to shape Masterton's future together through our Long-Term Plan.

This 10-year Long-Term Plan Consultation Document, which we've called Tō Wāhi, Tō Mahere – Your Place, Your Plan, outlines the Council's priorities and spending proposals to support our community and growth in our district over the next decade.

We need you to have your say and help guide our path forward.

Masterton has been growing steadily, with an increasingly diverse population, creating opportunities and challenges that need careful planning.

We need to plan for things like upgrading our infrastructure and providing services for a population that is proud to call our district home, as well as attracting new business to the area – all the while keeping challenges such as climate resilience front-of-mind.

This Council is committed to focusing on ensuring essential infrastructure is up to scratch – things like roads, water, and waste networks – but we also want to provide opportunities for growth and innovation.

The future holds uncertainties too. Climate impacts, global economics, and regional migration continue to impact Masterton and stretch our resources.

That's why our proposed plan puts in place actions to allow us to adapt to future challenges as we need to, such as building more water storage, while also keeping front of mind that it is essential we provide value for money for our ratepayers.

You will see we are again asking for your views on some key decisions about a Town Hall, our library, and improving infrastructure in our town centre. These projects were included in the last Long-Term Plan in 2021, but increasing costs mean we believe a change of tack is required.

We're also proposing some efficiencies now to reduce the rates impact and have a range of reviews planned to ensure services are meeting our community's needs and being delivered in the most efficient way.

All options we are presenting in this consultation document have been robustly debated and passed at our March Council meeting. The Council needs to increase rates in 2024/25 to continue delivering services in our community. The average increase is 10.6% driven largely by higher costs in the roading and water activities.

Now we want to hear from you!

What do you think of the proposals in this Long-Term Plan consultation document? How do they align with your priorities and hopes for Masterton in 2034? How can the Council best spend within its budgets to enable growth? Your input will shape the final plan adopted in June.

Make sure you take the opportunity to have your say by Monday 6 May. This is our chance to work together for the Masterton we want to see. I look forward to receiving your feedback and understanding your vision for our community's future.



Mayor Gary Caffell



KA PĒHEA TE ĀHUA O ĀPŌPŌ?

WHAT DOES THE FUTURE LOOK LIKE?

A long-term plan must be forward-focused, developed on the basis of what we know now or can make reasonable assumptions about.

We have considered the following forecasts about the Masterton District:

Growth and development



Population growth – continued growth in population and house numbers



Population age – average age of our population will continue to increase



Population diversity – our population will continue to diversify

There is a higher level of uncertainty with population and housing growth projections in the post COVID-19 environment. We will continue to monitor growth trends and respond accordingly. For more information refer to our website.

Efficiency and affordability



Economy – economic slowdown is expected to continue.



Inflation – the key driver in rate increases



Roading – increased cost to deliver forecast levels of service



Three water assets – increased investment needed



Insurance – costs increased

Climate change and resilience



Temperature – up to 1 degree warmer by 2040, up to 3 degrees warmer by 2090



Rainfall – more heavy or extreme rain



Sea level rise – 0.24m by 2040, 1.75m by 2090



Overall climate – drier, regardless of rain



For more detail please see the supporting information on the Long-Term Plan page of our website.

Given these forecasts, we are making provision for:

Growth and development

- Starting work on a spatial plan in Year 1 to plan how the district should grow.
- Completing the review of the Wairarapa Combined District Plan.

Efficiency and affordability

- Rates increases were reduced from an initial 17% to less than 11% per annum average across all properties.
- Reducing the scope of our 'big decision' projects – the Town Hall, library and archive, and town centre improvements.
- Increasing emphasis on user-pays for Council services.

Climate change and resilience

- Continuing to implement our Climate Action Plan and Corporate Carbon Emissions Reduction Plan.
- Increasing storage of raw and treated water.
- Developing a water meter charging policy.
- Rebuilding the storm damage fund.
- Prioritising work on our rural roading network.
- Ongoing recovery planning for our district with Carterton and South Wairarapa District Councils.

Three Waters Reform

The coalition government has repealed the previous government's three waters reforms and propose their own legislation by mid-2025. The new set of changes is referred to as Local Water Done Well and will allow neighbouring councils to join forces and establish 'council controlled organisations' to manage water on their behalf. Given uncertainty around what that might look like for Masterton district, our planning has assumed we will continue to manage our three water assets and services. When we have more detail about what the Local Water Done Well legislation will mean for Masterton, we will review our plans.

NGĀ WHAKATAUNGA MATUA

THE BIG DECISIONS



**BIG
DECISION
ONE**

TE HŌRO NUI, TE WHARE PUKAPUKA
ME TE PŪRANGA KŌRERO

**TOWN HALL,
LIBRARY
AND ARCHIVE**

In June 2016, Masterton's Town Hall auditorium and most of the Municipal Building that makes up the building on Chapel Street was found to be earthquake-prone, and the building was closed.

There's been a lot of consultation over recent years which saw the Civic Facility project being approved in June 2021 as part of the 2021-31 Long-Term Plan. By May 2022, the estimated cost of the project had risen from the originally agreed \$30 million to \$71.3 million (including contingency). The Council thought this was unaffordable, so we have been looking at alternative options aimed at meeting the outcomes of the Civic Facility project but using locations we already own. Because of this, we have split the Civic Facility project into two:

- The Town Hall
- The Masterton District Library and Wairarapa Archive



TE HŌRO NUI

THE TOWN HALL



The Town Hall building on Chapel Street is actually three buildings:

- The auditorium, which is the most earthquake-prone section, requires demolition.
- The Municipal Building, which previously contained council offices, requires strengthening if retained.
- The Civil Defence building at the northern end. This was not assessed as earthquake-prone but does not meet the building standards required for an emergency management centre.

All external walls of the building are considered façade. Retaining the façade introduces a lot of risks and complexity to the project and further investigation is required to establish the scope of works required to retain the façade.

The Council has identified three options for consultation:

Note: The images of options included in this section are not drawn to scale – they are intended to show the components of the buildings.



For more detail
please see the supporting
information on the Long-Term
Plan page of our website.

Preferred option: Demolish Town Hall and Municipal Buildings and build a new Town Hall on the current Town Hall site, retain the Municipal Building facade, and expand Waiata House.

Under this option the existing Town Hall and Municipal Building would be demolished (keeping the facade that faces the Town Square and Chapel Street if possible). A new Town Hall including a multi-purpose space for performances or functions would be built on the site. The Council office in Waiata House would be extended to accommodate customer services, public meeting rooms and a small lab to support our Environmental Health activity. This would remove the need to lease the office on Queen Street. The Waiata House extension would include a Council Chamber with improved accessibility, as well as a new space for Civil Defence that meets required building standards. We would consult on detailed designs for the buildings. Council will seek external funding to offset costs. The build will be staged over three years.

What you would get:

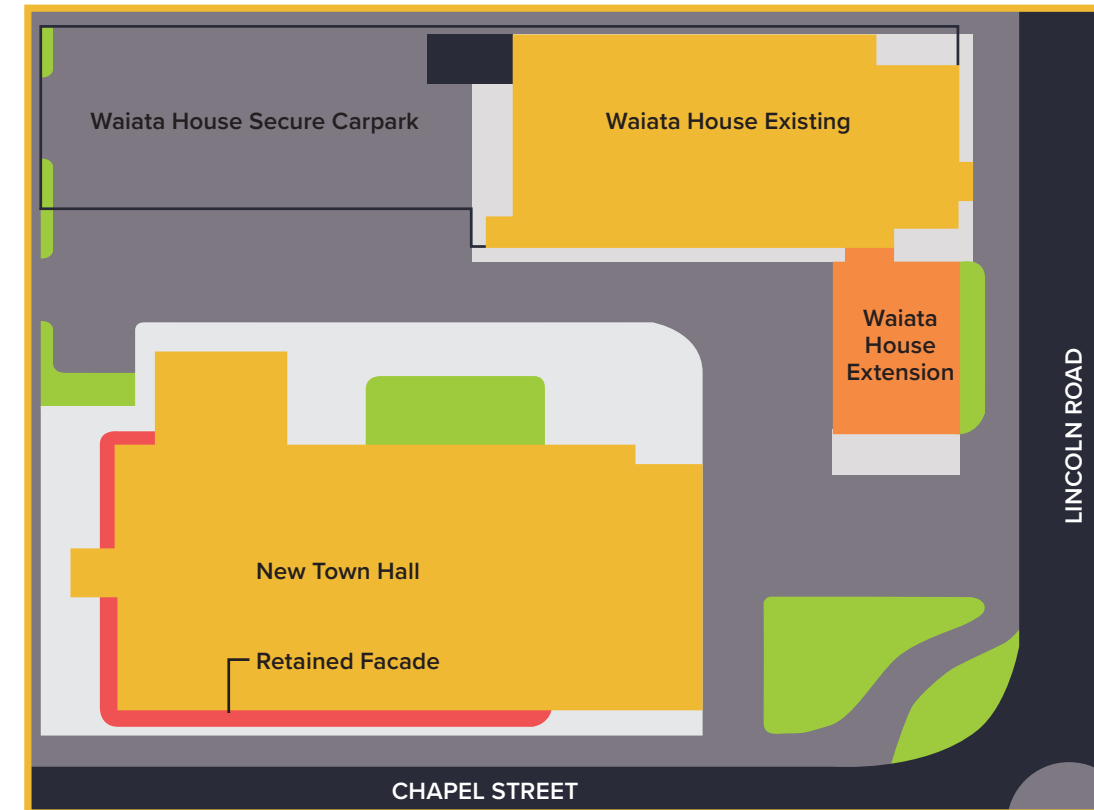
- ✓ A modern, multi-purpose performance or function space with a seated capacity of up to 700 people (1000 standing).
- ✓ Retention of the Municipal Building façade facing the Town Square and Chapel Street subject to feasibility.
- ✓ A dedicated Civil Defence facility built to recommended building standards (IL4).
- ✓ A publicly accessible Council chamber for meetings - located in the extended Waiata House building.
- ✓ Compliance under the Building Act – we would address the earthquake prone status of the current Town Hall and Municipal Building.
- ✓ Reduced spending on leased premises - we would no longer need the Queen Street office.
- ✗ Car parks will be reduced. The final amount will be determined through the design process.

Cost: \$42.6 million
(including \$1.97m to retain the façade).
Loan funded - any external funding that is raised would reduce the loan.
Operating costs: \$3.2m more per annum by year 5 (2028/29) (mostly debt servicing).

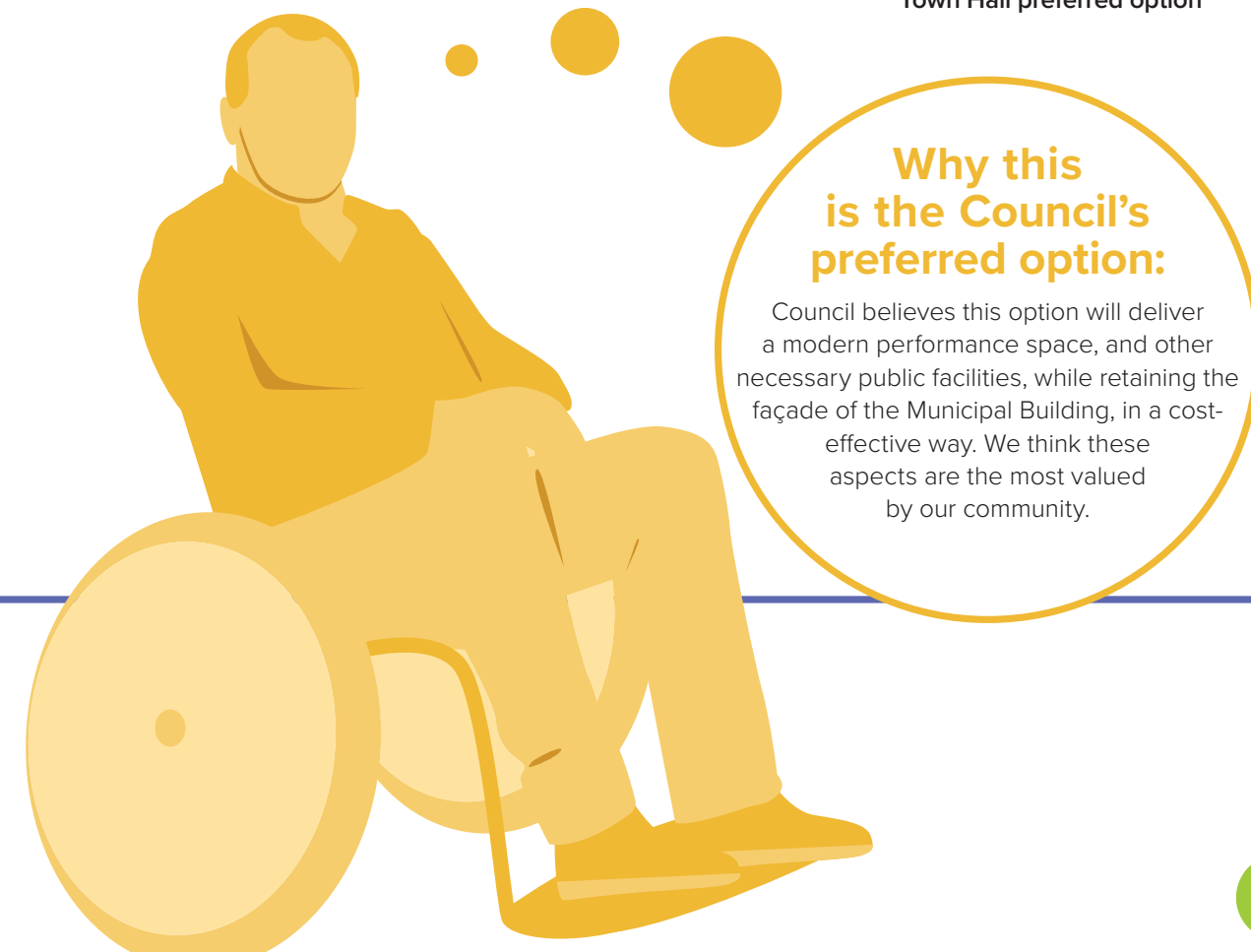
When it will happen:
Years 2-4
(2025/26-2027/28)

Impact on rates:
6.6% increase, \$230 more per annum (\$4.40 per week) by year 5 (2028/29) for the average urban residential property (based on being fully loan funded).

Impact on debt:
\$42.6m additional debt, less any external funding raised.



Town Hall preferred option



Alternative Option 1: Demolish the Town Hall and build a new Town Hall on the site; retain and refurbish the existing Municipal Building including facade; and retain Waiata House.

Under this option the existing Town Hall auditorium would be demolished and a new Town Hall built on the site. The existing Municipal Building, including the façade that faces the Town Square and Chapel Street, would be strengthened and refurbished. We would not be able to accommodate all Council functions in the refurbished Municipal Building, so would retain Waiata House, but not extend it. The Council understands there is community support to retain the Municipal Building.

What you would get:

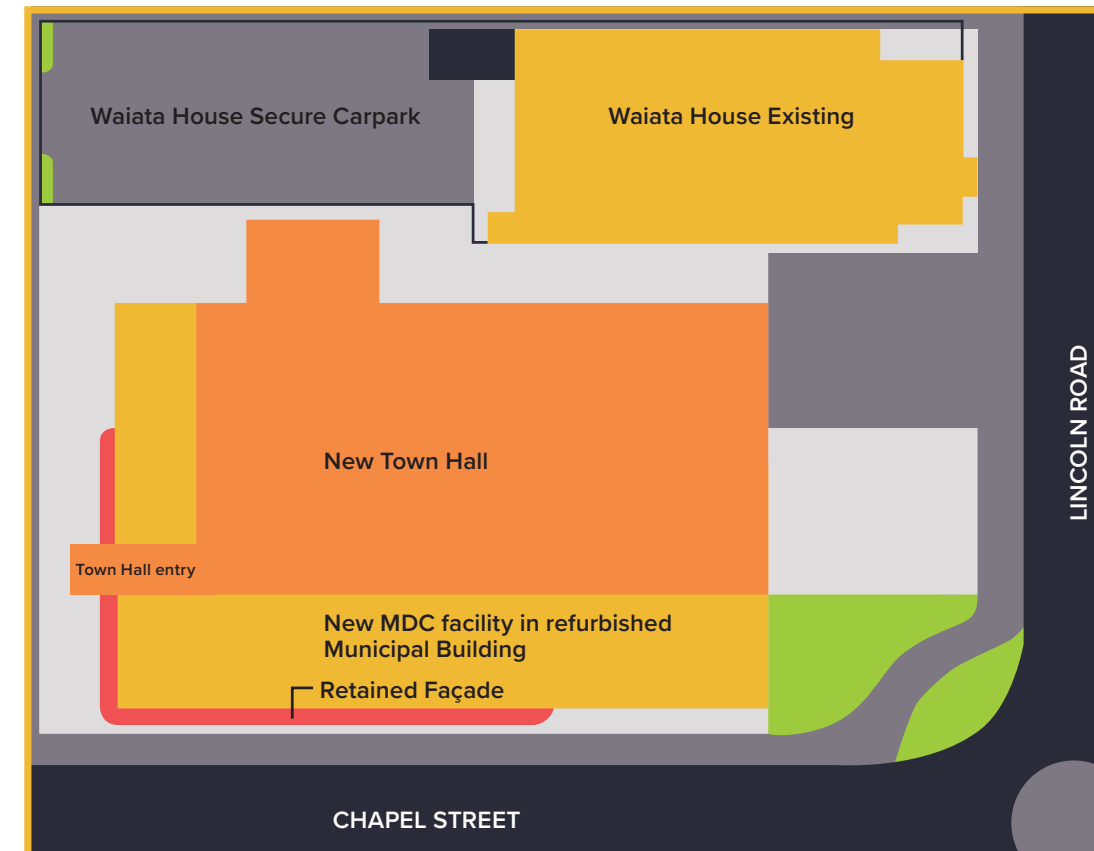
- ✓ A modern, multi-purpose performance or function space with a seated capacity of up to 700 people (1000 standing).
- ✓ Retention of the façade facing the Town Square and Chapel Street subject to feasibility.
- ✓ A publicly accessible Council chamber for meetings - located in the refurbished Municipal Building.
- ✓ Compliance under the Building Act – we would address the earthquake prone status of the current Town Hall and Municipal Building.
- ✓ Reduced spending on leased premises - we would no longer need the Queen Street office.
- ➡ Office space for 100-110 people in the refurbished Municipal Building.
- ✗ No dedicated Civil Defence facility
- ✗ Civil Defence facility would not meet recommended building standards (IL4)
- ✗ Not enough room to locate all Council activities
- ✗ Higher level of risk and uncertainty (see our explanation for why this is not Council's preferred option).
- ✗ Car parks will be reduced. The final amount will be determined through the design process.

Cost: \$49.9 million (noting high uncertainty)
(including \$1.97m to retain the façade).
Loan funded - any external funding that is raised would reduce the loan.
Operating costs: \$3.9m more per annum by year 5 (2028/29) (mostly debt servicing).

When it will happen:
Years 2-4
(2025/26-2027/28)

Impact on rates:
8.2% increase (noting high uncertainty), \$282 more per annum (\$5.40 per week) by year 5 (2028/29) for the average urban residential property (based on being fully loan funded).

Impact on debt:
\$49.9m additional debt (noting high uncertainty), less any external funding raised.



Town Hall alternative option 1

Why this is not the Council's preferred option:

The refurbishment of the Municipal Building has limitations and will not meet the needs of MDC in terms of function or space. There are higher levels of risk and uncertainty with this option compared to other Town Hall options.

It's also important to note that we can't directly compare the costs of this option with the other options. Costs for this work are based on the available drawings, but considering the age and nature of construction of the era in which it was built (and upgraded), it is highly likely that conditions will be different when works begin. This will cause cost and time escalations, which may be significant. There is more certainty around the costs of the other options.

Structural assessment has been undertaken to understand the connection between the Town Hall and Municipal Building. The Town Hall is structurally connected to the Municipal and Civil Defence Buildings in multiple locations. Demolition of the Town Hall risks the structural integrity of the Municipal Building.

if the work required is significantly more than what we have estimated based on current knowledge, it could lead to delays, cost escalation, or even having to cancel the project due to it becoming unaffordable.

Alternative Option 2: Demolish the Town Hall and Municipal Building and do not replace these buildings; retain Waiata House and the leased Queen Street office.

Under this option the existing Town Hall auditorium and Municipal Building would be demolished, including the façade. We won't replace the Town Hall or extend Waiata House. Council staff would continue to operate out of Waiata House and the leased Queen Street office.

What you would get:

- ✓ Compliance under the Building Act – we would address the earthquake-prone status of the current Town Hall and Municipal Building.
- ✓ A vacant site that could be re-purposed or potentially sold (we haven't yet explored options for the future of the site under this option and would consult on any proposal).
- ✓ All re-usable materials from the demolition would be recovered.
- ✗ No performance or function venue.
- ✗ Limited public access to Council meeting chambers.
- ✗ No dedicated Civil Defence facility.
- ✗ Civil Defence facility would not meet recommended building standards (IL4).
- ✗ Not enough room to accommodate all Council functions in one building.
- ✗ Ongoing cost of leasing Queen Street premises.
- ✗ Loss of heritage value of the Town Hall precinct.

Cost: \$3.57 million
Loan funded

When it will happen:
Year 3
(2026/27)

Impact on rates:
0.6% increase, \$21 more per annum (\$0.40 per week) by year 5 (2028/29) for the average urban residential property.

Impact on debt:
\$3.57m additional debt

Why this is not the Council's preferred option:

This option would not deliver a performance space on the existing Town Hall site, which we believe is important to our community, and it won't deliver necessary public facilities such as a dedicated Civil Defence facility that is built to recommended building standards (IL4), and improved public access to the Council Chamber. The Council believes the loss of the heritage aspect of the Town Hall precinct would be unacceptable to our community.

TE WHARE PUKAPUKA ME TE PŪRANGA
KŌRERO O WAIRARAPA

**MASTERTON DISTRICT
LIBRARY AND
WAIRARAPA ARCHIVE**



The Masterton District Library building is currently no longer fit for purpose. The current size and layout limits opportunities for the display of materials, places for study, and space for programmes and events.

The library building also has a range of maintenance issues that need to be addressed urgently. These include water damage, leaks in the building, mould in the basement, replacing the roof, heating and cooling system replacement, and improved accessibility at the front entrance to the library.

The Wairarapa Archive (the archive) is dedicated to collecting and preserving records and documents reflecting Wairarapa's unique heritage. In April 2021, the building the Council leased for the archive was found to be earthquake-prone. The archive now operates out of a different, leased building that is separate to the library.



For more detail

please see the supporting information on the Long-Term Plan page of our website.

The Council has identified three options for consultation:

Preferred option: Upgrade and expand the library and consider in the future a further extension to include the archive

Under this option we would take a staged approach, upgrading and expanding the library first, and considering further expansion to accommodate the archive in future. The initial focus would be on the essential repair work and extending the library to provide additional space for public programmes, a creative classroom, workroom, and an open-plan office space. The library footprint would increase by 440m².

The archive would stay in its current temporary location if we can extend the lease. Space is available for future expansion of the library to accommodate the archive should the community require it.

What you would get:

- ✓ A fit-for-purpose library building.
- ✓ A modern library space with room for programmes, community events and activities including a creative classroom, work room and open-space office.
- ✓ Land retained to expand to accommodate the archive in the future.
- ✓ Reduces the capital cost of the project now.
- ✗ Likely increased cost to further expand the library in future to include the archive.
- ✗ Ongoing lease cost for the archive – this is likely to be in the current location if the lease can be extended.
- ✗ Risk that the lease cannot be extended.

Cost: \$10.75 million
Loan funded and \$0.5m reserves.
Operating costs: \$0.8m more per annum by year 3 (2026/27) (mostly debt servicing).

When it will happen:
Years 1-2 (2024/25-2025/26)

Impact on rates:
2% increase, \$70 more per annum (\$1.30 per week) by year 3 (2026/27) for the average urban residential property.

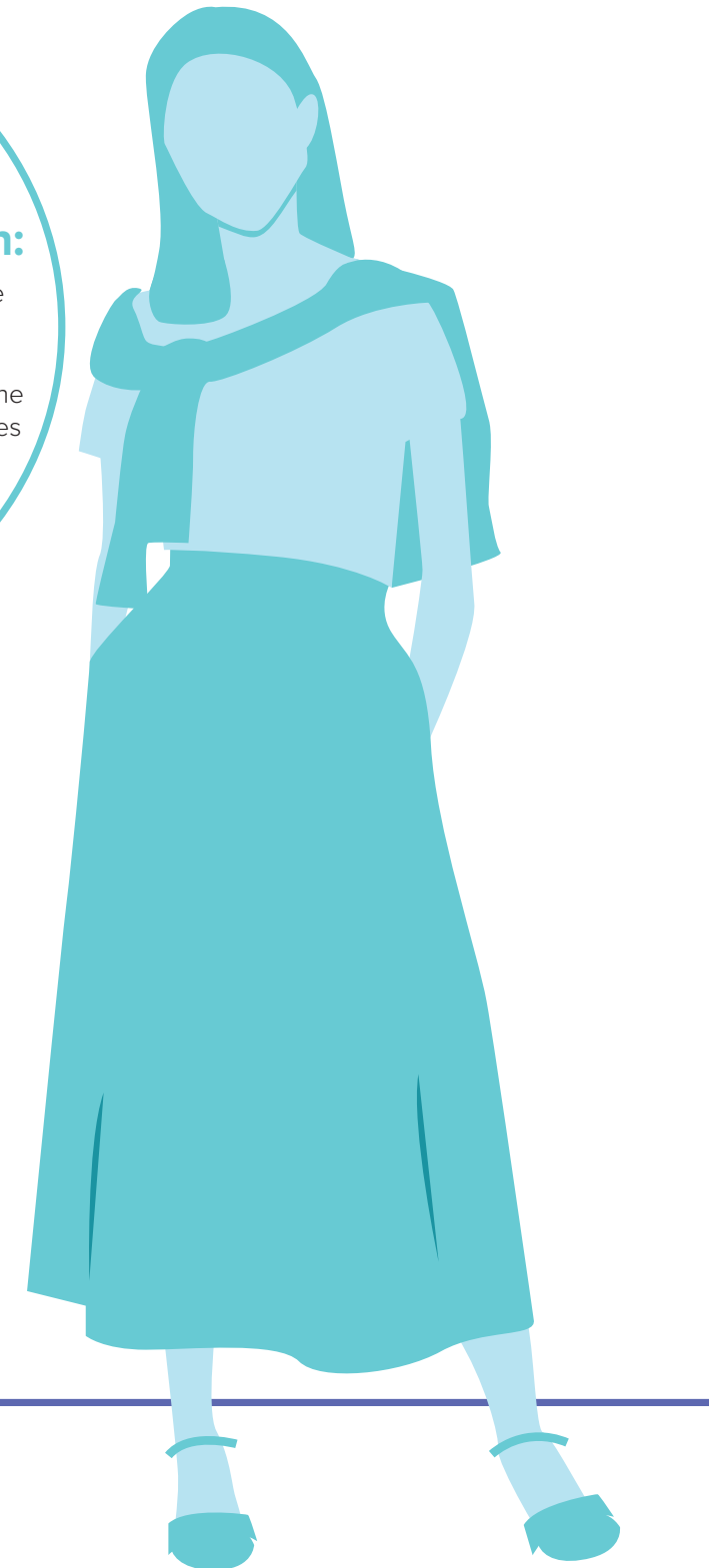
Impact on debt:
\$10.2m additional debt.



Library preferred option

Why this is the Council's preferred option:

This option addresses immediate maintenance issues and expands the space at the library without incurring the full cost of including the archive now. The Council believes postponing the archive phase to a future long-term plan balances affordability with the cost and risks of maintaining the archive lease at the current location.



Alternative option 1: Upgrade and expand the library, and include the archive now

Under this option we would upgrade and expand the library including the archive. The footprint would increase by 1080m². Space would be provided for programmes and activities (as per our preferred option) and the archive would be housed within the library.

This option would provide a permanent customised space within the library for the archive as well as additional space for library programmes, community events and activities. Essential maintenance and building improvements would be completed as part of the project.

What you would get:

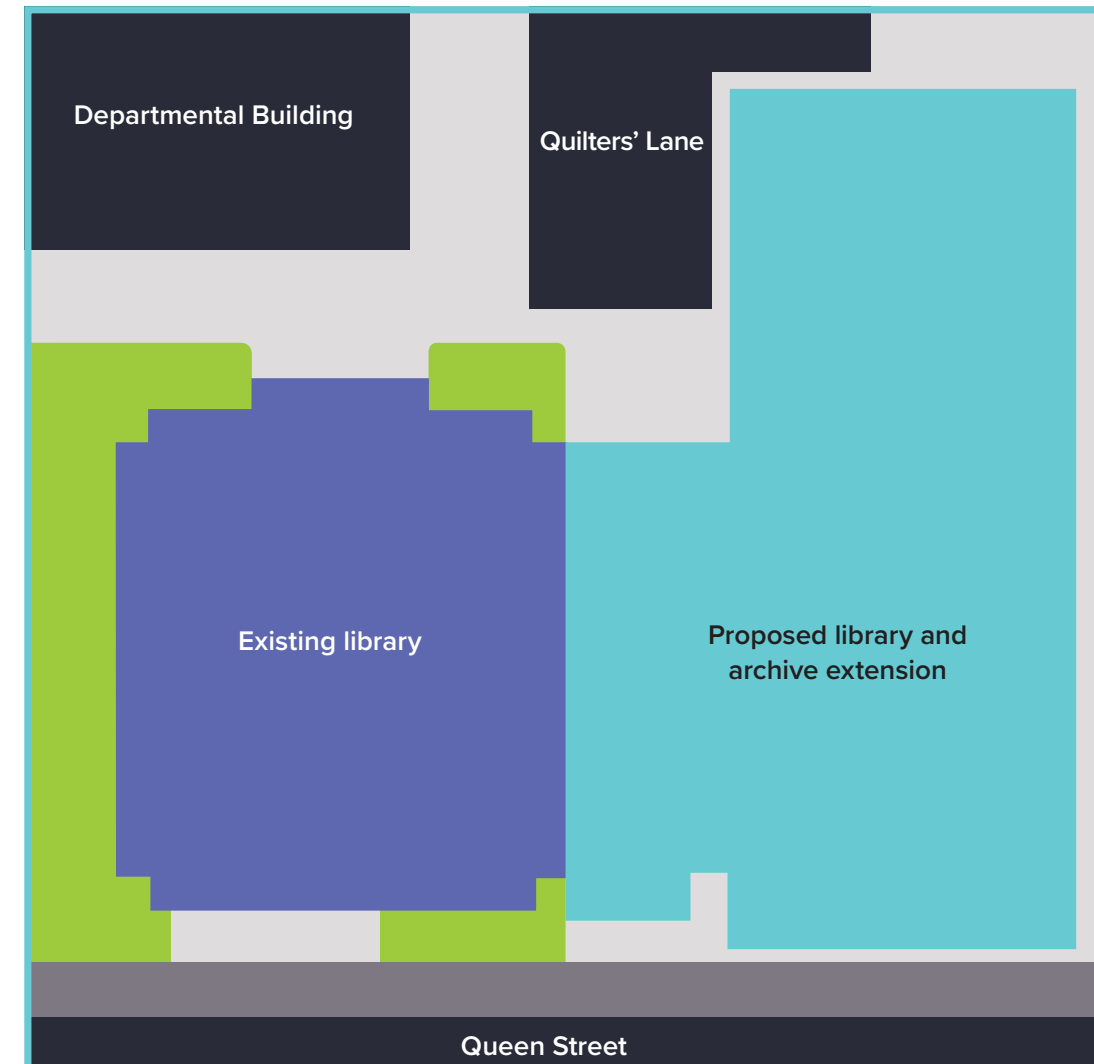
- ✔ A fit-for purpose library building.
- ✔ A modern library space with room for programmes and community events and activities.
- ✔ A permanent archive facility within the new library.
- ✔ Reduced spending on leased premises - we would no longer need to lease an alternative site for the archive.
- ✘ Larger increase in rates.

Cost: \$14.66 million
Loan funded and \$0.5m reserves.
Operating costs: \$1.1m more per annum by year 3 (2026/27) (mostly debt servicing).

When it will happen:
Years 1-2 (2024/25-2025/26)

Impact on rates:
2.9% increase, \$99 more per annum (\$1.90 per week) by year 3 (2026/27) for the average urban residential property.

Impact on debt:
\$14.16m additional debt.



Why this is not the Council's preferred option:

The Council does not believe this option is affordable, particularly if other proposals in the Long-Term Plan, such as the preferred option for the Town Hall, proceed.

Alternative Option 2: Complete essential library repairs and maintenance only

Under this option, only the essential maintenance would be carried out. There would be no increase in available space. The archive would remain in its current location if the lease can be extended.

What you would get:

- ✓ A functional library building.
- ✓ Land is retained to expand the library and the archive in future.
- ✓ Reduces the capital cost of the project now.
- ✗ No additional library space for programmes and activities .
- ✗ The archive would remain in a separate premise – this is likely to be in the current location if the lease can be extended.
- ✗ Ongoing lease costs for the archive.
- ✗ Likely to cost more to expand the library or include the archive in future.

\$ Cost: \$2.3 million
Loan funded and \$0.5m reserves.
Operating costs: \$0.2m more per annum by year 3 (2026/27).

When it will happen:
Year 1 (2024/25)

Impact on rates:
0.6% increase, \$19 more per annum (\$0.40 per week) by year 3 (2026/27) for the average urban residential property.

-\$ Impact on debt:
\$1.8m additional debt.

Why this is not the Council’s preferred option:

The Council believes that our community would prefer us to modernise the library and provide a more extensive range of programmes and services. This option would not enable us to achieve this. The cost is likely to increase if the community decides to expand it in the future.



NGĀ WHANAKETANGA KI TE POKAPŪ TĀONE

TOWN CENTRE IMPROVEMENTS



The 2021-31 Long-Term Plan included plans to complete essential work and refurbish Masterton’s town centre while we were at it. This project became known as the Town Centre Revamp and included increased tree planting, beautification, and making spaces for recreation, with a reduction of 21 car parks on Queen Street.

In the 2021-31 Long-Term Plan that project was scheduled to start next year, however costs to deliver the Town Centre Revamp project have escalated significantly since 2021, and the Council thinks this is no longer affordable for our community at this time.

The work to replace the water main below Queen Street still needs to be done regardless of whether we do the full Town Centre Revamp project or not.

The Council has identified two options for consultation:



For more detail please see the supporting information, on the Long-Term Plan page of our website.

Preferred option: Complete essential work to improve water and roading infrastructure in the Town Centre. There would be no other improvements to Queen Street.

This option would deliver new water mains and infrastructure in the town centre, and new road sealing in places where the road had been dug up to do the work. There would be no change to the 'look and feel' of the town centre or the number of carparks. Renewal work will be done from existing subsidised roading programme and depreciation reserves.

What you would get:

- ✓ Improved water infrastructure in the town centre.
- ✓ Improved road seal and footpath surfacing in the town centre where the work on water infrastructure is undertaken.
- The same number of carparks – a positive for some and a negative for others.
- ✗ Other than resealing of the roads and footpaths where work is undertaken, there would be no improvements to the look and feel of the town centre.

\$ Cost: \$6.48 million
Depreciation reserves, rates, and NZTA subsidy.

When it will happen:
Year 1+ (2024/25 +)

Impact on rates:
no additional rates required.

-\$ Impact on debt:
\$0 additional debt.

Why this is the Council's preferred option:

This option addresses the necessary water infrastructure work that is required in the Town Centre. It also delivers improved road surfaces and footpaths in the areas where this infrastructure work will be undertaken. The Council believes pausing, for now, on any further improvements to the 'look and feel' of the Town Centre balances improvements and affordability.



Alternative option: Complete essential work to renew water and roading infrastructure in the Town Centre, and redevelop the Town Centre to improve the ‘look and feel’ of that space.

Like our preferred option, this option would deliver renewed water mains and infrastructure in the town centre, and road sealing and footpath renewals where infrastructure work is required. In addition to the essential infrastructure work that needs to be completed now, we would redevelop Queen Street between Jackson Street and Park Street. The redevelopment would focus on improving the look and feel of the Town Centre to create a more people-centric and vibrant space. Improvements would include wider footpaths to increase pedestrian safety, a greater focus on different modes of transport, improved seating and green spaces, and defined areas for different activities such as outdoor dining. As a result of these changes, there would be a reduction in the number of carparks.

What you would get:

- ✓ Renewed water infrastructure in the town centre.
- ✓ Renewed road seal in the town centre.
- ✓ Renewed footpaths in the town centre.
- ✓ More planting.
- ✓ Spaces for recreation.
- ✓ A new look for Queen Street.
- ⊖ A reduced number of carparks (21 less) – a positive for some and a negative for others.

Cost: \$14.12 million
Loan funding, depreciation reserves, rates and NZTA subsidy.
Operating costs: \$0.83m more per annum by year 4 (2027/28).

When it will happen:
Years 1-3 (2024/25-2026/27)

Impact on rates:
2.3% increase, \$78 more per annum (\$1.50 per week) by year 4 (2027/28) for the average urban residential property.

Impact on debt:
\$7.65m additional debt.

Why this is not the Council’s preferred option:

The Council believes the essential infrastructure work that needs to be completed is the priority right now. Pausing on any further improvements to the ‘look and feel’ of the Town Centre enables Council to balance improvements and affordability.



NGĀ PANONITANGA KI NGĀ TAHUA KAUNIHERA

CHANGES TO COUNCIL FUNDING



Council currently has a mix of arrangements for funding community groups and organisations. Some have multi-year agreements and receive funding, usually for three years, via the Long-Term Plan submissions process. Others apply for grants from the annual contestable Community Wellbeing Grant pool.

The Council has reduced the overall funding pool by 5 per cent to \$374,000 for affordability. We are considering how we allocate this funding.

The Council has identified two options for consultation:

Preferred option: Funding for community groups and organisations would become contestable. Applications for this funding would be considered annually.

Under this option the Council proposes funding for community groups and organisations becomes contestable annually from 2024/25 or the end of any existing agreements.

This does not impact events funding which comes from a separate contestable pool.

What you would get:

- ✓ 100 per cent of the funding pool becomes contestable.
- ✓ A more equitable approach to funding.
- ✗ Less certainty for organisations that currently have funding through the Long-Term Plan submissions process.
- ✗ More administration for the Council and those organisations that currently have funding through the Long-Term Plan submissions process.

Funding pool:
\$374,000
Funded by rates.

When it will happen:
From year 1
(2024-25 onwards)

Impact on rates:
\$1 less per annum
from year 1 (2024/25)
for the average urban
residential property
(due to reduced pool).

Impact on debt:
\$0 additional debt.

Alternative Option 1: Maintain existing Council funding arrangements.

Under this option, \$85,000 would be available through annual general contestable applications, and \$289,000 would be available through the Long-Term Plan submissions process – a total provision of \$374,000.

What you would get:

- ✓ More certainty for organisations that currently have funding through the Long-Term Plan submissions process.
- ✓ Less administration for the Council and those organisations that currently have funding through the Long-Term Plan submissions process.
- ✗ Only 23 per cent of the funding pool is contestable.

Funding pool:
\$374,000
Funded by rates.

When it will happen:
From year 1
(2024-25 onwards)

Impact on rates:
\$1 less per annum
from year 1 (2024/25)
for the average urban
residential property
(due to reduced pool).

Impact on debt:
\$0 additional debt.

Why this is not the Council's preferred option:

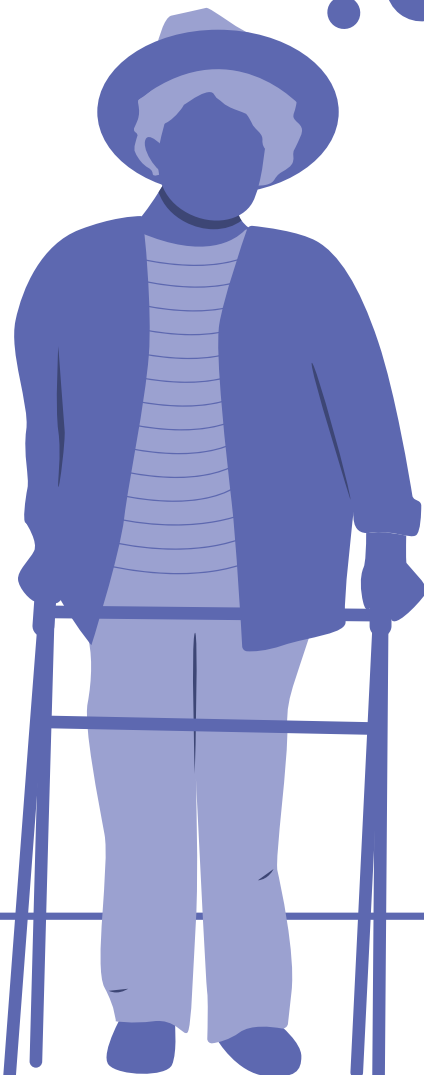
The Council believes having less contestable funding available is less equitable.

Why this is the Council's preferred option:

This option would mean all of the funding pool would become contestable which is a more equitable approach.

Organisations that currently have funding through the Long-Term Plan submissions process and would be impacted by this change include: Cobblestones, Digital Seniors, Fab Lab Masterton, Life Flight Trust, Masterton Foodbank, Nuku Ora (previously Sport Wellington Wairarapa), Pasifika o Wairarapa, Riversdale Beach Surf Life Saving Club, Te Awhina Community Hub, Wairarapa Community Centre Trust, Wai-Waste Food Rescue, Wellington Free Ambulance and Wings Over Wairarapa.

Under this proposal, funding for Business Wairarapa, Pūkaha Mount Bruce National Wildlife Centre, and Destination Wairarapa would also become contestable annually after their current agreements expire.



**BIG
DECISION
FOUR**

NGĀ PANONITANGA KI
NGĀ RATONGA

**CHANGES
TO SERVICES**



Over the past 12 months, the Council has reviewed all of its service levels, taking into consideration feedback from our community during our previous Annual Plan engagement and Council's satisfaction survey. More in-depth reviews of some services are planned (see page 40). The Council is also proposing FIVE changes now, that will reduce costs for our community but will also have implications for service levels and/or project delivery.

What you would get:

- ✓ Reduced rates increases.
- ✗ Reduced Council support to projects, services and activities – varies depending on each change.

Why this is the Council's preferred option:

The Council believes the cost savings and reduced rates increases outweighs any negative impacts of reduced projects, services and activities. We anticipate community volunteers will support this work.

The five changes are:

**CHANGE 1: Reduce Wairarapa Economic
Development Strategy (WEDS) Funding**

The three Wairarapa Councils currently fund the delivery of the joint strategy. Under this option, WEDS would have less funding than in previous years.

Current WEDS projects include product development for the Dark Skies work programme, Water Resilience Summer Series in collaboration with the Wairarapa Water Users Group, Food and Fibre innovation, attraction of the Rebel Business school programme to the Wairarapa and Wellington NZ programmes coming to the Wairarapa, particularly Creative HQ events.

Preferred option: Reduce funding by 20 per cent compared to 2023/24 - \$80,000 compared to \$100,000 saving \$20,000.

<p> Cost: \$80,000 Funded by rates From year 1 (2024/25)</p>	<p> Impact on rates: \$2 less per annum from year 1 (2024/25) for the average urban residential property.</p>	<p> Impact on debt: \$0 additional debt.</p>
<p> Impact on service: This may mean some projects are deprioritised or delivered over a longer timeframe by WEDS with some Masterton-specific projects delivered by the Council.</p>		

Alternative option: Maintain funding at 2023/24 level - \$100,000.





<p> Cost: \$100,000 Funded by rates From year 1 (2024/25)</p>	<p> Impact on rates: No change from 2023/24.</p>	<p> Impact on debt: \$0 additional debt.</p>
<p> Impact on service: With current funding levels maintained, a similar number and range of projects would be delivered.</p>		

CHANGE 2: Cease funding for regional Walking and Cycling facilitation





The three Wairarapa Councils currently contribute funding toward regional facilitation of walking and cycling activities, and to support projects that enable this, such as the Five Town Trails project. Masterton District Council's current contribution is \$35,000.

Examples of activities and initiatives undertaken in the last three years include supporting Greater Wellington Regional Council and Wairarapa Road Safety Council activities with schools, promoting biking in reserves as part of Parks Week, and being part of the steering group that planned and delivered the Wairarapa Walking Festival.

Preferred option: Cease this funding and the projects and activities that are delivered to save \$35,000.

 Cost: \$0 From year 1 (2024/2)	 Impact on rates: \$3 less per annum from year 1 (2024/25) for the average urban residential property.	 Impact on debt: \$0 additional debt.
 Impact on service: This may mean activities and initiatives that are delivered with this funding could cease in the Masterton District.		

Alternative option: Continue funding \$35,000 per year for regional walking and cycling facilitation.





 Cost: \$35,000 Funded by rates From year 1 (2024/25)	 Impact on rates: No change from 2023/24.	 Impact on debt: \$0 additional debt.
 Impact on service: Activities and initiatives that are delivered with this funding would continue in the Masterton District.		

CHANGE 3: Cease funding for regional Positive Ageing facilitation





The three Wairarapa district councils adopted a joint Positive Ageing Strategy in 2019 and contribute funding toward regional facilitation to support the implementation of this Strategy. Masterton District Council's current contribution is \$40,500.

Examples of activities and initiatives undertaken in the last three years include assisting the Council to integrate the Strategy across its business, being part of the steering group for the Senior Games, completing the application for the World Health Organisation Global Network for Age-Friendly Cities and Communities, organising and supporting the Wairarapa Community Networks Kuia/Kaumātua/Older Persons Forum, and support for the Ageing with Attitude Expo.

Preferred option: Cease this funding and the projects and activities that are delivered to save \$40,500.

 Cost: \$0 From year 1 (2024/25)	 Impact on rates: \$4 less per annum from year 1 (2024/25) for the average urban residential property.	 Impact on debt: \$0 additional debt.
 Impact on service: This may mean activities and initiatives that are delivered with this funding could cease in the Masterton District.		

Alternative option: Continue funding \$40,500 per year for regional Positive Ageing Strategy Facilitation.




 Cost: \$40,500 Funded by rates From year 1 (2024/25)	 Impact on rates: No change from 2023/24.	 Impact on debt: \$0 additional debt.
 Impact on service: With current funding levels maintained, a similar number and range of projects would be delivered.		

CHANGE 4: Seek further external funding for Welcoming Communities facilitation beyond 2025 when current funding expires





Masterton joined the Welcoming Communities programme in 2021. As part of this, Council secured external funding for three years to support the facilitation of this programme of work. The total external funding for this activity is \$55,000 per year, including event costs.

Examples of activities and initiatives undertaken include support for the Holi Celebration, Ahmadiyya community support including Iftar celebrations (Iftar is the fast-breaking evening meal of Muslims in Ramadan), Cultural Festival organisation, Welcoming Week organisation, Newcomers Survey, Funding support for community groups, Ahmadiyya community day at Riversdale Beach (in conjunction with Red Cross), women only refugee swim and water safety project (in conjunction with Neighbourhood Support). Further external funding would need to be secured to continue facilitation of this work.

Preferred option: Seek further external funding for Welcoming Communities facilitation or cease the projects and activities that are currently delivered, when current funding expires in 2025.

 Cost: \$0 From year 2 (2025/26)	 Impact on rates: No change from 2023/24.	 Impact on debt: \$0 additional debt.
 Impact on service: This may mean if no external funding is secured, projects and activities could cease in the Masterton District.		

Alternative option: Provide \$55,000 per year funding for Welcoming Communities facilitation to continue when the external funding expires.

 Cost: \$55,000 Funded by rates From year 2 (2025/26)	 Impact on rates: \$5 more per annum from year 2 (2025/26) for the average urban residential property.	 Impact on debt: \$0 additional debt.
 Impact on service: Activities and initiatives that are delivered with this funding would continue in the Masterton District.		

CHANGE 5: Increase the Community-Led Climate Initiatives Fund rather than funding Climate Activation facilitation beyond April 2026 when external funding ceases





Masterton District Council received Three Waters Better Off funding to facilitate the implementation of Council's Climate Action Plan and Corporate Carbon Emissions Reduction Plan for three years. The funding will expire in April 2026.

Activity since 2023 has included assisting the Council to deliver on the Climate Action Plan and Corporate Carbon Emissions Reduction Plan, and supporting the community Climate Advisory Group to allocate Community Climate Fund allocation. Work has also been done to explore local composting options, progress a food resilience strategy, and initiate a climate champions group within the Council.





Preferred option: Increase the Community-Led Climate Initiatives Fund from \$50,000 to \$100,000 rather than funding Climate Activation facilitation beyond April 2026, when external funding ends.

 Cost: \$50,000 Funded by rates From year 3 (2026/27)	 Impact on rates: \$4 more per annum from year 3 (2026/27) for the average urban residential property.	 Impact on debt: \$0 additional debt.
 Impact on service: Projects and activities delivered via climate activation facilitation could cease in the Masterton District, but there would be more funding for community initiatives.		

Alternative option 1: Increase funding in 2026/27 by \$92,000, picking up the facilitation costs previously funded externally. Do not increase funding for the Community-Led Climate Initiatives Fund.

 Cost: \$92,000 Funded by rates From year 3 (2026/27)	 Impact on rates: \$7 more per annum from year 3 (2026/27) for the average urban residential property.	 Impact on debt: \$0 additional debt.
 Impact on service: Activities and initiatives that are delivered with this funding would continue in the Masterton District.		

Alternative option 2: Increase funding in 2026/27 by \$142,000 to provide funding for Climate Activation facilitation to continue beyond April 2026 when the external funding expires AND increase funding for the Community-Led Climate Initiatives Fund to \$100,000.

 Cost: \$142,000 Funded by rates From year 3 (2026/27)	 Impact on rates: \$11 more per annum from year 3 (2026/27) for the average urban residential property.	 Impact on debt: \$0 additional debt.
 Impact on service: Activities and initiatives would continue in the Masterton District and there would be increased funding available for community climate initiatives.		

TE HAUMI TŪĀHANGA

INVESTING IN INFRASTRUCTURE

Total capital expenditure over the next 10 years

Year 1 2024/25	Year 2 2025/26	Year 3 2026/27	Year 4 2027/28	Year 5 2028/29	Year 6 2029/30	Year 7 2030/31	Year 8 2031/32	Year 9 2032/33	Year 10 2033/34
\$43m	\$52m	\$53m	\$54m	\$26m	\$25m	\$21m	\$29m	\$28m	\$23m

This includes the following:

Roading – \$159.9m



Including:

- \$111.7m on roading renewals (years 1-10)
- \$7.4m on footpath renewals (years 1-10)
- \$33m on building resilience to weather events (years 1-9)

Stormwater – \$12.2m



Including:

- \$9.2m on network renewals and upgrades (years 1-10)
- \$2.6m on flood protection (years 1-4)

Water supply – \$51.2m



Including:

- \$31.2m on urban water pipes (years 1-10)
- \$16.3m on water storage (years 2-4)
- \$3.4m on water treatment plant renewals (years 1-10)

Community facilities and parks – \$90.9m



Including:

- \$42.6m on the Town Hall project (years 2-4)
- \$10.8m on the library upgrade project (years 1-2)
- \$2m on the new animal shelter (year 1)
- \$8.2m on parks and reserves (years 1-10)
- \$8.5m on Trust House Recreation Centre upgrades and renewals (years 1-10)

Wastewater – \$30.9m



Including:

- \$22.6m on sewer pipe renewals (years 1-10)
- \$6.3m on upgrades to the Homebush wastewater treatment plant (years 1-10)

Solid waste – \$1.2m



Including:

- \$0.7m Transfer station renewals (years 2-10)
- \$0.5m new cleanfill site (year 5)

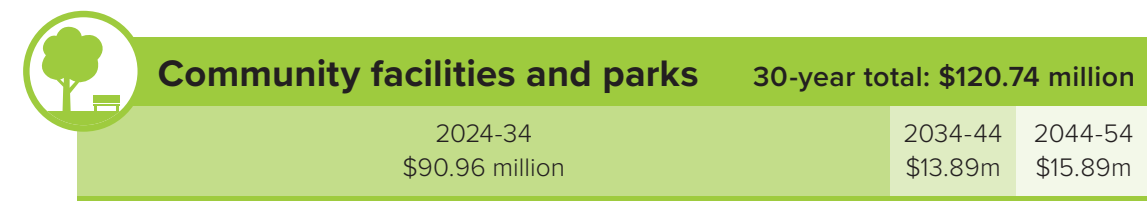
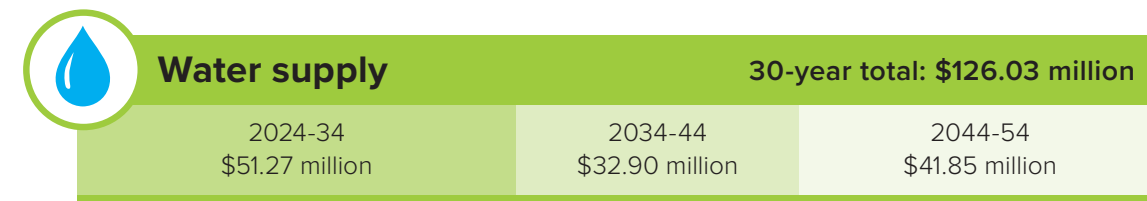
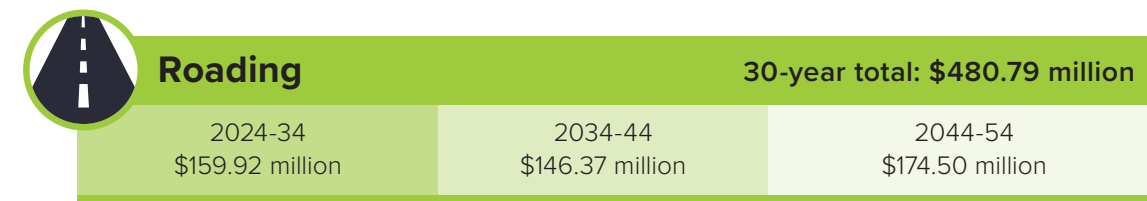
You'll notice that a lot of these projects are renewals. That means we're doing work to keep our assets in good condition. These projects look after our existing assets and make sure they remain fit for purpose.

The next 30 years

Our Infrastructure Strategy sets out the 30-year plan for managing our infrastructure and meeting the long-term infrastructure needs of our district. The strategy details what key infrastructure is required, when it is planned to be provided, and how much it will cost.



For more detail please see the Infrastructure Strategy in our supporting information on the Long-Term Plan page of our website.



ĒTAHI ATU MAHI HEI WHANAKE MĀ MĀTOU

OTHER KEY WORK WE'RE PROGRESSING

What to do with rural halls and other assets

We are reviewing all Council assets to assess whether they are still required and, if so, whether the Council is the most appropriate owner. As we identify assets that we may be able to sell or divest in another way, we will consult the relevant communities. Some examples of assets that we could consider divesting include rural halls that are not well utilised, and surplus land. Any proceeds would be used to help offset costs of other work/projects.

Community Projects

The Council has been approached by different community groups about a range of community projects that relate to Council assets. For example renewing the Kids Own Playground, upgrading the stadium at the Recreation Centre to better meet the needs of the Golden Shears event, and developing assets to better support cricket.

The Council supports community-led, Council-supported development and will work with these organisations to explore how we can support them to achieve their visions and goals. We will provide updates when we have more details on the timelines and proposed Council contributions to these projects.

Service Reviews

In the 2024-34 LTP we are planning to:

- Develop a Sports and Facilities Strategy that will consider usage and needs, and explore the potential for sports 'hubs'. Projects relating to specific sports and recreational facilities will be considered as we develop the Sports and Facilities Strategy.
- Review our Street Tree Maintenance Programme and Policy to consider what we might need to do differently in response to climate change, water resilience challenges, community preferences and affordability.
- Review public toilet utilisation and provision.
- Review community development priorities.

Under the Local Government Act (Section 17A), councils are required to review the cost-effectiveness of arrangements delivering a range of services. Reviews of the following operations and services are underway or planned:

- Solid waste
- Mawley Holiday Park
- Trust House Recreation Centre
 - Maintenance – Year 1
 - Facility management – Year 1
- Parks maintenance contract (commencement date to be confirmed)
- Utilities maintenance contract (commencement date to be confirmed)

We will keep you informed of progress with our service and Section 17A reviews as they progress.

Hood Aerodrome

The Council adopted the Hood Aerodrome Masterplan in 2021. This is a 30-year plan that provides guidance for the development of the aerodrome. The Council is continuing project work consistent with the Masterplan. In the 2024-34 Long-Term Plan key actions include:

- infrastructure to support hangar and aerodrome attraction development
- improved security infrastructure
- CAA Certification
- working to become the centre for recreational flying.

The work we are undertaking now is to strengthen the value of this strategic asset for the community, provide for regional resilience and place the airport in a better position to attract a commercial passenger service in the future. This could have benefits for our economy by providing easier access to our district, as well as benefits for local businesses and residents who are travelling out of the district.

Waste Management and Minimisation Plan (WMMP)

Over the past 18 months the Council has been part of a regional project to develop a new Waste Management and Minimisation Plan (WMMP) for the Wellington region, adopted by the Council in February 2024.

The WMMP is required by law and includes regional and local actions that align with Te Rautaki Para - the government's Waste Strategy. We will be working with Carterton District Council (CDC) and South Wairarapa District Council (SWDC) on delivering this plan.

We have allowed \$200K per annum to implement the WMMP, with most of this coming from the allocation of funding we receive from the Waste Levy.

A key WMMP action is the requirement to introduce kerbside food/organic waste collections by 2030. The three Wairarapa Councils are seeking funding from the Ministry for Environment for a business case for organics processing. We will also look at how community solutions can support this initiative.

ĒTAHI ATU TAKE

OTHER ISSUES

We also want your thoughts on these issues

Consents to fill Henley Lake and the Lake of Remembrance

Both Henley Lake and the Lake of Remembrance are filled with water diverted from rivers.

Tighter conditions on resource consents from Greater Wellington Regional Council to take water mean that during periods of low river flow we will not be able to take water for these lakes. In a dry summer, this could mean these lakes dry up, perhaps completely.

To maintain the lakes as they are now, we would either need to invest a significant amount of money to take water from an alternative source or we could change the look and feel of these locations over time. For example, one or both could be converted to a wetland which would not require as much water.

Over the next three years we will be exploring options for the future of these lakes and seeking input from the community.

We've included early questions about this in our submission form.

Customer Services Review

Last year when we consulted on our Annual Plan we also asked for feedback on services that our community might want to see changed. Some people suggested changes to the way we deliver customer services. Taking this feedback on board, the Council has agreed to review our customer service delivery and explore options that could improve services or reduce the cost of this service for our community.

We want to know how and when you use our customer service centre and online services, and what options you would like Council to explore further.

We've included questions about this in our submission form.

Rates Remission and Postponement on Māori Freehold Land Policy Review

- The Council is consulting on proposed changes to its Rates Remission and Postponement on Māori Freehold Land Policy alongside this consultation.
- The policy sets out the circumstances where Council will consider a rates remission or postponement on Māori freehold land in Masterton district. A remission is when the rates payment on a property for a particular financial year is waived, either in full or in part. A postponement is when the rates payment for a property is deferred and can be paid in the future.
- All councils are required by law to have a policy and review the policy every six years. A key focus of the review is ensuring the policy aligns with changes made by the Local Government (Rating of Whenua Māori) Amendment Act 2021 to reduce rating barriers for Māori landowners.



For more detail
please see our website.

Is there anything we've missed?

We think we've covered all of the major activity we will be undertaking – but if you think there is an important piece of work we should be considering please let us know in your submission.



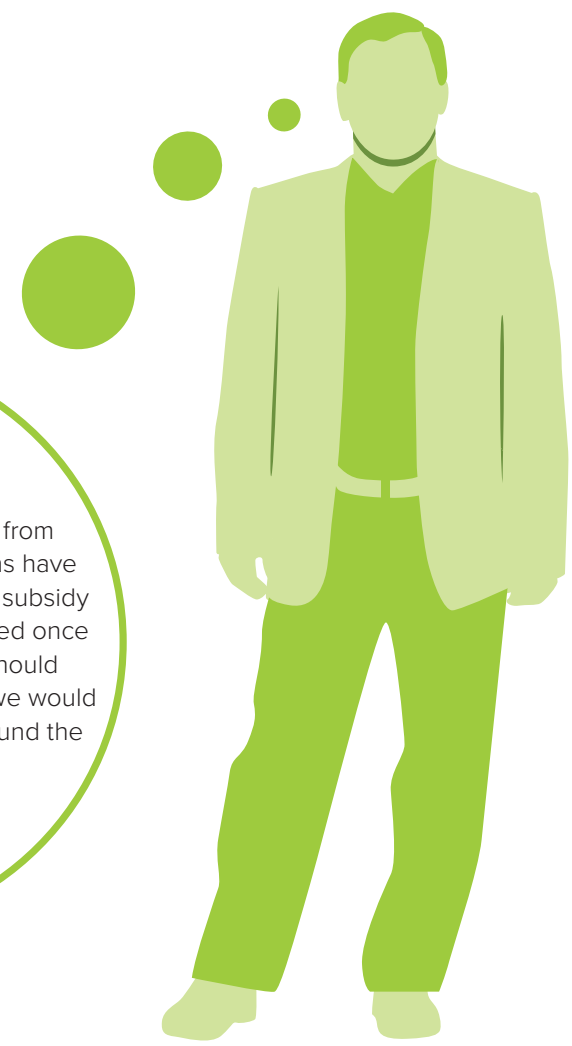
E HIA TE UTU?

WHAT WILL IT COST?

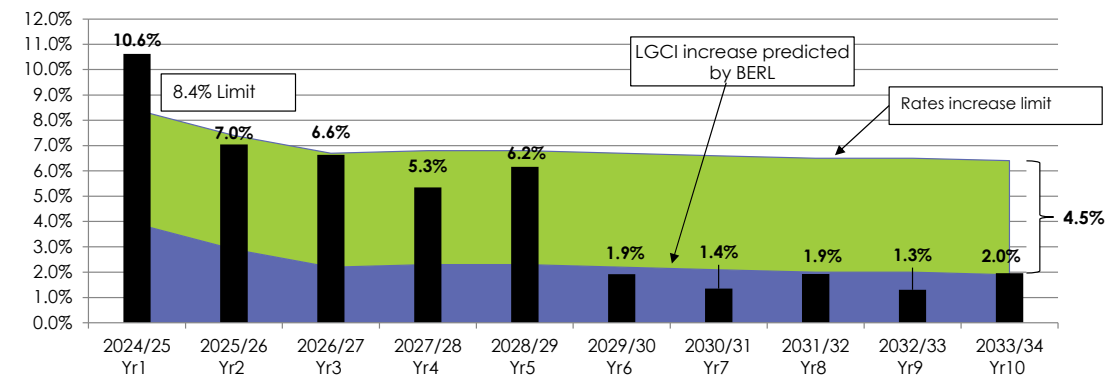
Our Financial Strategy sets out the 30 year plan for managing our finances. Our overall aim is to deliver quality management of assets and services in a sustainable and affordable way. It is a central component of the Council's Long-Term Plan. The Financial Strategy sets our limits on rates increases and debt, illustrates the overall financial implications of decisions proposed in this Long-Term Plan consultation document and is key in demonstrating prudent financial management. Key components of the Strategy follow:

- Our expenditure is funded through a mix of rates, fees and charges, reserves, and subsidies. Wherever possible, we seek external funding to reduce the impact on our community.
- We're proposing to cap increases on our rates income across the next 10 years at 4.5 per cent (after growth) plus the rate of inflation using the local government cost index (LGCI).
- The Strategy provides for repayment of debt from current revenue, and achieves a balanced budget.
- In the last Long-Term Plan the Council smoothed the impact of rates increases over the 10 years of the Long-Term Plan by borrowing from reserves. This approach is not proposed in this 2024-34 Long-Term Plan. Part of the reason for rates increases in years one and two is that we are removing the rates smoothing (or borrowing from reserves).

There is significant uncertainty around funding levels from Waka Kotahi. A range of assumptions have been made in the 10 year plan to set subsidy budgets which may need to be revised once the Waka Kotahi funding is final. Should funding not materialise as assumed, we would need to reconsider the priorities around the capital programme.

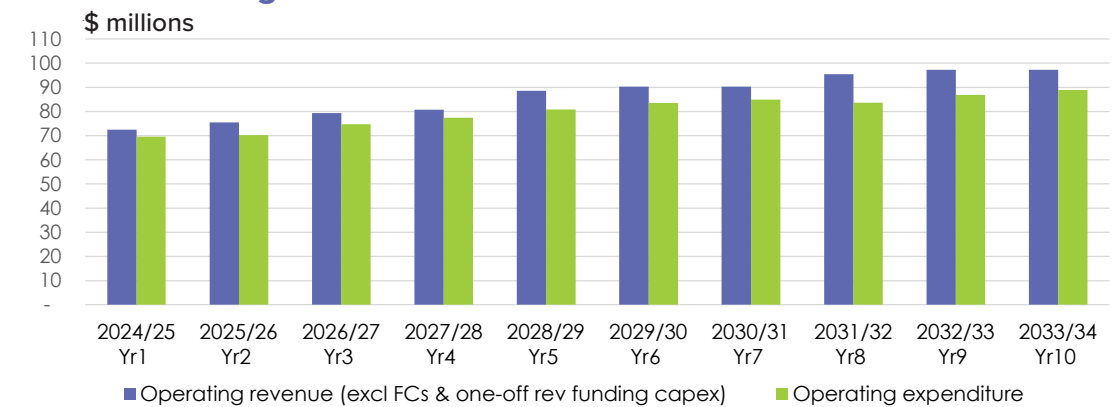


Rates percentage increases versus financial strategy limit



The Rates Increase Limit is LGCI +4.5 per cent (after growth). Rates increase percentages are after allowing for growth in the rating base. Consistent 4.5 per cent rates increases above the LGCI allows delivery of increased levels of service. If the rate increases above are added together we will see an increase of 44.3 per cent over the 10 year period of this plan. These increases are likely to change, particularly from years 6-10 based on future Council decisions, inflation and the economy. The Council is proposing a rates increase in year 1 of this Long-Term Plan that exceeds the limit. This is due to a number of drivers increasing costs, particularly in the maintenance of the road network and delivery of potable water.

Balanced budget



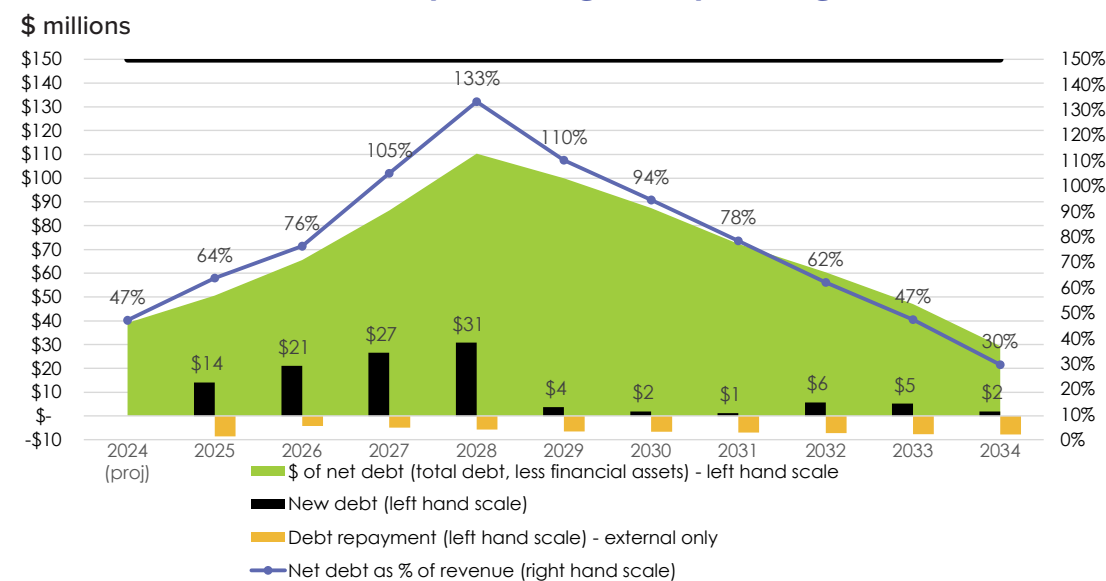
When setting out its budget, the Council has ensured that the expenditure to deliver services is matched by revenue – this is known as a balanced budget. In each of the 10 years of the LTP, the Council will run a surplus of revenue over expenditure, and will apply that surplus to capital projects and repaying debt. In some years, external funding of capital projects is the reason for much of the surplus. The Council meets the Local Government Act (section 100) requirement for a balanced budget. The graph above is based on the LG Prudence Regulations which excludes some revenue.

Our plan for borrowing

All councils set debt limits, which caps total borrowing. The limit is benchmarked by comparing the total debt to our total income. We will hold net debt as a percentage of operating revenue below 150 per cent.

The effect of that limit is shown in the graph below.

Net debt movements as percentage of operating revenue



The level of net external debt is projected to increase from \$38.4 million to \$110.3 million by Year 4, which takes us close to our debt limit, but then reduces to \$29.4 million by 2033/34. The increase in debt is driven by the big decisions outlined in this consultation document. The reduction from Year 5 is the result of a combination of debt being repaid and investment funds building from depreciation.

To build or renew infrastructure is very costly. Infrastructure assets and buildings last a long time and residents over many generations benefit from the services provided by these assets. It's sensible, and prudent, to borrow the money for building and renewing these assets so that the payments are spread over time.

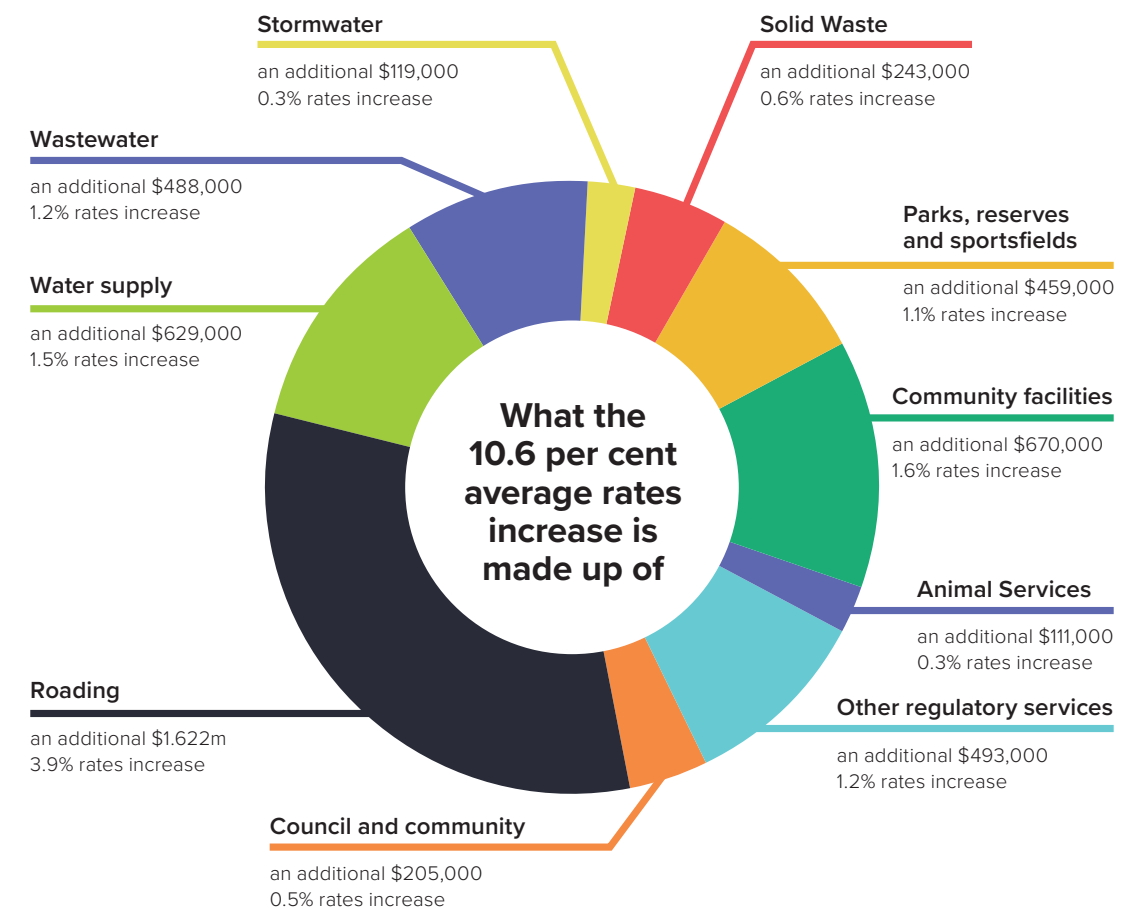
This is also much fairer, as it's not just you and your whanau who benefit from new pipes and buildings. Future residents and businesses significantly benefit from new or improved infrastructure that we put in today.

For more detail
please see the Financial Strategy in our supporting information on the Long-Term Plan page of our website.

HE AHA TE HOROPAKI KI NGĀ PIKINGA PĀPĀTANGA 2024/25?

WHAT'S BEHIND THE 2024/25 RATES RISE?

Based on the proposed activities and projects in this Long-Term Plan consultation document, the total rates requirement for 2024/25 is \$46.3 million – an average increase of 10.6 per cent – here's how that increase is broken down:



The actual rates increase is different between urban and rural areas. The urban average is 9.3 per cent, and the rural average is 14.8 per cent. The key reason that rural rate increases are higher is that our rating policy allocates a greater share of roading costs to rural ratepayers to match where the costs are incurred and we need more rates to cover the increased costs of our roading activity.

Variations around the average rate increases will also occur because of valuation changes.

HEI WHAI WHAKAARO MĀU

WHAT IT MEANS FOR YOU

How much your rates bill increases depends on where your property is, its value, and the services provided in that location. For example, rural properties pay a proportionately larger share of roading costs, but don't pay for urban water supply and urban wastewater. This year, because our roading budget is the biggest driver of the rates increase, rural properties will have a higher percentage rates increase than those in town. Meanwhile, all properties have been revalued and variations in rates will result from the use of the new valuations (see page 51).

Urban residential example (8200 properties)

Rates up 6.6% (\$214 a year) – extra \$4.10 a week
Valued September 2023
Land Value: \$295,000
Capital Value: \$500,000
Capital Value increase: 6 per cent



Total monthly rates: **\$288**

Beach property example (590 properties)

Rates up 14% (\$425 a year) – extra \$8.20 a week
Valued September 2023
Land Value: \$500,000
Capital Value: \$880,000
Capital Value increase: 29 per cent



Total monthly rates: **\$289**

Lifestyle block example (2000 properties)

Rates up 10.7% (\$264 a year) – extra \$5.10 a week
Valued September 2023
Land Value: \$550,000
Capital Value: \$1,180,000
Capital Value increase: 19 per cent



Total monthly rates: **\$228**

Rural farm example (580 properties)

Rates up 21.3% (\$2,705 a year) – extra \$52 a week
Valued September 2023
Land Value: \$5,830,000
Capital Value: \$6,840,000
Capital Value increase: 27 per cent

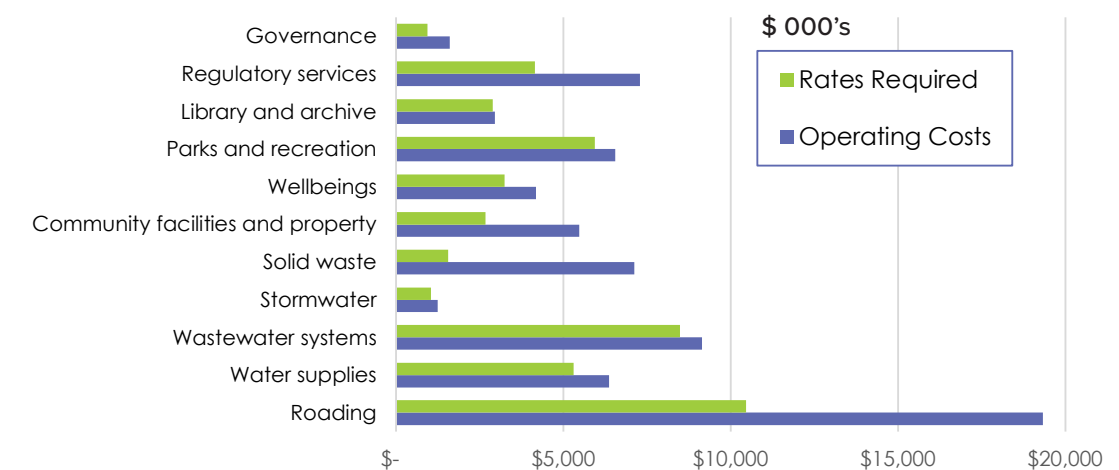


Total monthly rates: **\$1,283**

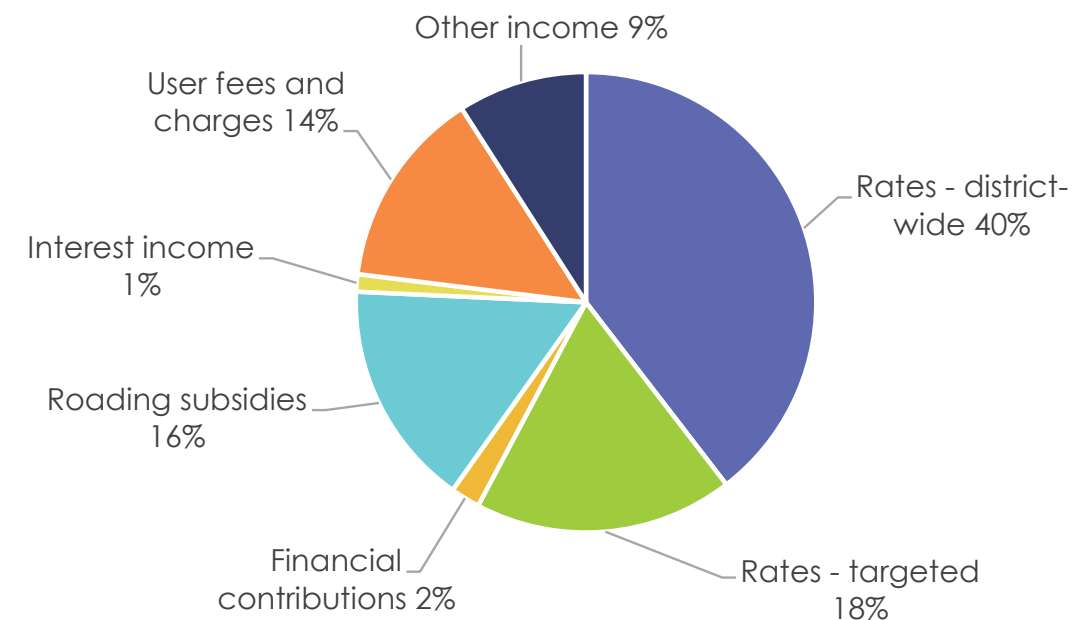
Please note: all examples are based on average value or typical properties and include movements due to variations from revaluation averages. Rates payable are rounded to the nearest dollar.

Our 2024/25 budgets for operating costs and the rates funding needed for each main activity area are set out in the chart below. The difference between operating costs and rates required is other revenue such as user charges and roading subsidies.

Operating costs and rates required proposed 2024/25 budget



Proposed 2024/25 budget total operating revenue \$79.4m



HE AHA ATU KUA PANONITIA?

WHAT ELSE HAS CHANGED?

The money being borrowed will be paid back through rates, so ratepayers, current and future, fund a share of the increases in infrastructure expenditure.

More detail is included in our Financial Strategy, which provides a longer-term view out until 2054.

Your property valuation

All properties in the district have been revalued since last year's rates were calculated. The new valuations, assessed by Quotable Value, are based on market values as at 1 September 2023. All sectors (residential, rural, commercial and industrial) have shown an increase in value but the average for each sector is very different (for example, commercial properties increased more than residential) and there is a reasonable variation within each sector.

If all values had increased by the same percentage, everyone would pay the same share of rates as last year. Where a property's valuation increases by less than the average increase, they can expect to pay a smaller share of the total rates. Where a property's valuation increases by more than the average increase, they can expect to pay a bigger share of the total rates.

To understand the impact of the Council's proposed rates increases, combined with the impact of your new property valuation, please use the property search function at www.mstn.govt.nz and look for the link to next year's rates.

Fees and Charges

Fees and charges are targeted at people who choose to use a particular service or make lifestyle decisions, such as owning a dog or having a swimming pool, that the Council is required to oversee or monitor.



For more detail
please see the Proposed Fees and Charges in our supporting information on the Long-Term Plan page of our website.

We are suggesting some changes to fees and charges from 1 July 2024, including:

- increasing all fees by at least the rate of inflation
- making changes to align fees and charges with the revised Revenue and Finance Policy.

Example property	New CV (Sep 2023)	% change in CV	2023/24 MDC rates only	2024/25 MDC rates - old values	Budget and policy % change	2024/25 MDC rates - new values	% change due to revaluation	Overall \$ change	Overall % change
Masterton - residential example 1	\$380,000	7%	\$2,614	\$2,912	11.4%	\$2,850	-2.4%	\$236	9.0%
Masterton - residential example 2	\$500,000	6%	\$3,240	\$3,563	10.0%	\$3,453	-3.4%	\$214	6.6%
Masterton - residential example 3	\$660,000	12%	\$3,674	\$4,014	9.2%	\$4,002	-0.3%	\$328	8.9%
Masterton - residential example 4	\$760,000	12%	\$4,035	\$4,388	8.8%	\$4,355	-0.8%	\$321	7.9%
Masterton - residential example 5	\$1,090,000	11%	\$5,432	\$5,840	7.5%	\$5,755	-1.6%	\$324	6.0%
Masterton - central, small area	\$540,000	2%	\$3,504	\$3,838	9.5%	\$3,566	-7.8%	\$62	1.8%
Riversdale Beach	\$880,000	29%	\$3,042	\$3,442	13.2%	\$3,466	0.8%	\$425	14.0%
Castlepoint	\$850,000	31%	\$2,801	\$3,170	13.2%	\$3,258	3.1%	\$457	16.3%
Rural - lifestyle	\$1,180,000	19%	\$2,470	\$2,832	14.7%	\$2,735	-4.0%	\$264	10.7%
Rural - forestry	\$2,340,000	43%	\$4,512	\$5,270	16.8%	\$6,012	16.4%	\$1,500	33.2%
Rural - hill country farm	\$6,840,000	27%	\$12,685	\$14,727	16.1%	\$15,391	5.2%	\$2,705	21.3%
Rural - dairy farm	\$3,880,000	18%	\$8,041	\$9,305	15.7%	\$9,194	-1.4%	\$1,152	14.3%
Commercial - industrial	\$1,000,000	25%	\$8,557	\$9,092	6.2%	\$10,026	10.9%	\$1,469	17.2%
Commercial - motel	\$1,200,000	18%	\$11,181	\$11,824	5.7%	\$11,982	1.4%	\$801	7.2%
Commercial - large retail	\$7,680,000	38%	\$53,052	\$55,349	4.3%	\$65,698	19.5%	\$12,646	23.8%
Commercial - Queen Street shop	\$475,000	6%	\$5,405	\$5,815	7.6%	\$5,528	-5.3%	\$123	2.3%

Note: All rates exclude Greater Wellington Regional Council rates. Percentage changes are subject to roundings.

TE HUNGA WHAKATAU

YOUR DECISION-MAKERS



Gary Caffell
Mayor



Bex Johnson
Deputy Mayor



Craig Bowyer
Whakaoriori Masterton
General Ward Councillor



Tim Nelson
Whakaoriori Masterton
General Ward Councillor



David Holmes
At Large Councillor



Marama Tuuta
Whakaoriori Masterton
Māori Ward Councillor



Tom Hullena
Whakaoriori Masterton
General Ward Councillor



Brent Goodwin
At Large Councillor




Stella Lennox
At Large Councillor


TŌ ROHE, TŌ REO


YOUR PLACE, YOUR SAY

How you can kōrero with us:

The Council is inviting feedback from the community from Friday 5 April 2024 through to 10am Monday 6 May 2024.

 Complete our online submission form at: mstn.govt.nz

 Download a fillable pdf submission form or write your feedback in an email, and send to: submissions@mstn.govt.nz

 Phone us on 06 370 6300 between 9am and 4:30pm Monday to Friday (excluding public holidays).

 Pick up a submission form from the Masterton District Library or Customer Service Centre at 161 Queen Street. You can also print out our printer-friendly form from the website. Post it to Masterton District Council, PO Box 444, Masterton 5840, or drop it off to our Customer Service Centre.

Submissions close 10am Monday 6 May 2024



Hearing

For those wanting to formally present their views to the Council, a hearing will be held on Wednesday 22 and Thursday 23 May 2024. You will need to indicate on your submission form that you would like to participate in the hearing.

TE PŪRONGO A TE KAITĀTARI

AUDITOR'S REPORT

Placeholder for Auditor's report



Phone

06 370 6300 - 8am to 5pm
except Tuesdays 9am to 5pm
06 378 7752 after hours

Email

submissions@mstn.govt.nz

Call into

Masterton District Council
161 Queen Street, Masterton
9am - 4pm

Write to

Masterton District Council
PO Box 444, Masterton 5840
www.mstn.govt.nz

TŌ WĀHI, TŌ MAHERE

YOUR PLACE, YOUR PLAN

Masterton District Council Long-Term Plan 2024-34 submission form

This submission form allows you to give feedback on the Masterton District Council 2024-34 Long-Term Plan. Please read the Consultation Document before completing the form. You can make a submission in a number of ways:



Complete our online submission form at: mstn.govt.nz



Download a fillable pdf submission form or write your feedback in an email, and send to: submissions@mstn.govt.nz



Phone us on 06 370 6300 between 9am and 4:30pm Monday to Friday (excluding public holidays).



Pick up a submission form from the Masterton District Library or Customer Service Centre at 161 Queen Street. You can also print out our printer-friendly form from the website. Post it to Masterton District Council, PO Box 444, Masterton 5840, or drop it off to our Customer Service Centre.

**Tell us what
you think by
10am Monday
6 May 2024**

Please provide your feedback by 10am Monday 6 May 2024.

Privacy statement

What we do with your personal information

All submissions will be made available to the public via the Council website. Your name, organisation (if applicable) and feedback will be included in public documents. All other personal details will remain private. If you have extenuating circumstances, please contact us prior to the submission closure date to request that your name be withheld.

The Privacy Act 2020 applies when we collect personal details. Further information is available by searching Masterton District Council Submission Policy on the Council website: www.mstn.govt.nz

MSTN.GOV.T.NZ
f @MastertonDC

TE KAUNIHERA Ā-ROHE O WHAKAORIO

MASTERTON
DISTRICT COUNCIL

Your details

Full name (required)

Organisation (if applicable)

Postal address

.....

Phone Email

Hearing

The Council will hold a hearing on Wednesday 22 and Thursday 23 May 2024 for those wanting to present their views in person. You will have 5-10 minutes to present your feedback to elected members in person or via Microsoft Teams online.

Would you like to present your views at the hearing?

If yes, please make sure your contact details in the previous section are correct so we can get in touch.

Yes (in person) Yes (via Microsoft Teams) No

About you

These questions help us understand which sectors of the community are providing feedback so we can improve our engagement approach. Your responses will not be made public with your submission. Only collated data will be reported to the Council.

What is your age range?

Under 20 20-29 30-39 40-49 50-59 60-64 65+

What is your ethnicity? (you may tick multiple boxes)

Māori NZ European Pākehā Pacific Peoples Asian Other

What is your gender?

Male Female Another Gender I refer to myself as

Do you live with impairments/long term health conditions or do you identify as tāngata whaikaha/disabled?

Yes No Prefer not to answer

Your thoughts on the Big Decisions

Read about the **Big Decisions** in the **2024-34 Long-Term Plan Consultation Document** available on our website <INSERT>. Tick one response for each decision.

Big Decision 1: Town Hall, library and archive

Town Hall (Consultation Document pages 13-18)

- The Council's Preferred Option** – Demolish the Town Hall and Municipal Buildings and build a new Town Hall on the current Town Hall site, retain the Municipal Building façade, and expand Waiata House.
Cost: \$42.6 million.
- Alternative Option 1** – Demolish the Town Hall and build a new Town Hall on the site; retain and refurbish the existing Municipal Building including façade; and retain Waiata House.
Cost: \$49.9 million (noting high uncertainty).
- Alternative Option 2** – Demolish the Town Hall and Municipal Building and do not replace these buildings; retain Waiata House and the leased Queen Street office.
Cost: \$3.57 million.

The Council's Preferred Option includes provision and budget to retain the Municipal Building façade. The estimated cost to do this is \$1.97 million. Do you want to keep the façade?

- Yes – keep the façade No – do not keep the façade

Masterton District Library and Wairarapa Archive (Consultation Document pages 19-24)

- The Council's Preferred Option** – Upgrade and expand the Library and consider in future a further extension to include the Archive.
Cost: \$10.75 million.
- Alternative Option 1** – Upgrade and expand the Library and include the Archive now.
Cost: \$14.66 million.
- Alternative Option 2** – Complete essential Library repairs and maintenance only.
Cost: \$2.3 million.

Big Decision 2: Town centre improvements (Consultation Document pages 25-28)

- The Council's Preferred Option** – Complete essential work to improve water and roading infrastructure in the town centre. There would be no other improvements to Queen Street.
Cost: \$6.48 million
- Alternative Option** – Complete essential work to renew water and roading infrastructure in the town centre, and redevelop the town centre to improve to 'look and feel' of that space.
Cost: \$14.12 million.

Big Decision 3: Council Funding (Consultation Document pages 29-31)

- The Council's Preferred Option** – Funding for community groups and organisations would become contestable. Applications for this funding would be considered annually.
- Alternative Option** – Maintain existing Council funding arrangements. (Note: there is currently a mix of funding that is allocated via the Long-Term Plan process and a smaller pool of annual contestable funding).

Your thoughts to help shape our thinking

Henley Lake and Lake of Remembrance (Consultation Document page 42)

Would you prefer the Council to invest in maintaining the lakes as they are now or explore a different look and feel in the future if it would cost less?

- Invest in maintaining the lakes as they are now
- Explore a different look and feel in future if it would cost less
- Don't know

Please tell us what you value and enjoy most about these lakes now:

.....

.....

.....

.....

.....

.....

How we deliver customer services (Consultation Document page 42)

These questions will help inform a review of how we deliver our customer services.

When you need information about Council services, events or activities, what channel do you use most often?

- Visit the Council website Phone the Council
- Visit the Council's social media pages – e.g. Facebook or Instagram Email the Council
- Visit the Queen Street Customer Service Centre in person
- Other – please specify

When you need to report a problem with a Council facility or service, what channel do you use most often?:

- Log a service request online Phone the Council
- Visit the Queen Street Customer Service Centre Email the Council
- Other – please specify

When you need to pay your rates or pay for another Council service (e.g. dog registration, consent fees, etc), what channel do you use most often?

- Pay via the Council's website Pay in person at the Queen Street Customer Service Centre
- Pay by automatic payment or direct debit

How often, on average, have you accessed information from the Council's website or contacted the Queen Street Customer Service Centre in the past 12 months?

- More than once a week Weekly Monthly Never

7.7 LOCAL WATER DONE WELL

File Number:

Author: Maseina Koneferenisi, General Manager Infrastructure and Assets

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to seek Council's agreement to enter into a Memorandum of Understanding with other councils in the Wellington region to develop options for water service delivery to give effect to Government's Local Water Done Well policy.

RECOMMENDATIONS

That Council

1. Notes that the Government's Local Water Done Well policy and implementing legislation will require councils to develop a water services delivery plan by mid- 2025.
2. Agrees to enter into a Memorandum of Understanding with other councils in the Wellington region to develop options for water service delivery.
3. Delegates to the Chief Executive to finalise and sign the Memorandum of Understanding based on the draft included in Attachment 1.
4. Appoints [INSERT NAME] as Council's elected representative on the Advisory Oversight Group.

CONTEXT

The Government has repealed the Water Service Entities Act 2022 and set out the process and legislative changes required to give effect to its Local Water Done Well policy. The indicative timeline suggests the second and third Local Water Done Well bills will be introduced into Parliament in July and December 2024.

The Local Water Done Well policy is based on a clear premise that change is required and will happen. The policy is still under development, but we anticipate Local Water Done Well will include the following requirements:

- **Councils to develop a water services plan:** Within a year of the legislation coming into force, councils must develop a plan to transition to a new water service delivery model that can meet regulatory and investment requirements.
- **Increased regulation**
 - Water *quality* regulation
 - Infrastructure investment [*economic*] regulation
- **Financial sustainability** – water services models must be financially sustainable, based on:
 - Revenue sufficiency to fund ongoing operating and future capital investment
 - Ringfencing of assets, debt, costs, revenue, and governance
 - Providing sufficient funding for growth

The Government has an expectation that councils will look to partner up in their delivery of three water services.

As a forerunner to this, there is an opportunity for the Wellington councils, including Wairarapa (and others) to explore what a regional approach to Local Water Done Well might look like.

The starting position is to have a collective agreement to work together across a 3 phased programme that aligns with the new legislation in mid-2024 and then December 2024. The draft Memorandum of Understanding (MOU) in Attachment 1 has been developed on behalf of the councils in the region.

The first phase and outcome of the collective agreement is a concept model – this will consider the kind of entity that is the most appropriate to establish, what the funding and pricing plan may be, how much the entity needs to borrow over time, what the impact on rates is and so on. We have requested that wherever possible this work be undertaken for all the interested councils as a collective and then also for the three Wairarapa councils as a stand-alone entity as an alternative.

The second outcome will be a water services delivery plan. There is an off-ramp before this piece of work commences, which Council will consider alongside any work undertaken on alternative options.

The following diagram identifies the anticipated legislative phases to implement Government policy (refer Figure 1 below).

Figure 1: Giving effect to Local Water Done Well, legislative pathway



ANALYSIS AND ADVICE

Officers have reviewed the draft Memorandum of Understanding and are comfortable that the MOU reflects an appropriate governance structure. Councils would establish a joint governance

oversight group referred to as an ‘Advisory Oversight Group’ (AOG) made up of elected members and Iwi / Māori partner representatives. The draft terms of reference for the AOG are included in the draft MoU. The AOG is not a formal joint committee and has no formal decision-making powers. Council will need to appoint an elected representative to sit on the AOG.

The engagement model with Iwi and Māori partners is yet to be confirmed.

It is proposed the AOG is chaired by an independent chair with suitable expertise in local government, financial models and large-scale utility operations.

Support for the regional collaboration would be provided by Chief Executives and a joint Core Project team.

Officers are also comfortable that the MOU enables the work to progress now in a way that allows Council to consider alternatives in parallel. Officers have confirmed with other councils in the region that the MOU allows for offramps at various points in the process, where councils may choose to exit from the Wellington region arrangements. The final MOU will be ready for signing once it has been updated to expressly incorporate the offramps available to councils.

Being part of the regional model until at least phase 2 presents no risk to councils. It allows us to be part of the direction-setting group and influence whilst enabling Council to create intellectual property we can take with us in the event we take an offramp and move to an alternative model.

The following Councils have agreed to sign the final MOU:

- Wellington City Council
- Hutt City Council
- Porirua City Council
- Upper Hutt City Council
- Kapiti District Council
- Horowhenua District Council

Carterton District Council discuss this on 27 March 2024, with Greater Wellington Regional Council and South Wairarapa District Council dates to be confirmed.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
1 Council agrees to enter a regional MOU to develop options for water service delivery.	<p>Efficiencies and economies of scale derived from joining with other councils.</p> <p>Does not commit Council to any particular option or operating model.</p> <p>Offramps in the MOU enable Council to withdraw during the process.</p>	None identified.
2 Council does not agree to enter into regional MOU to	None identified.	Does not derive benefits from joining with other councils.

develop options for water service delivery.		
---	--	--

RECOMMENDED OPTION

Option 1 is recommended. This ensures that Council derives the benefits from joint working at no risk.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The Government's Local Water Done Well policy is set to be implemented through bills introduced into Parliament in July and December 2024. There is an expectation that councils will partner up in their delivery of water services. Entering into an MOU with the other councils in the Wellington region enables Council to influence the policy and programme for optimum water services.

Significance, Engagement and Consultation

The proposed legislative changes and water services plans will be of significant interest to the community. The regional collaboration process will need to consider what engagement will be undertaken.

Financial Considerations

The expected cost of participation in the collaboration process up to phase 2 is estimated at \$21,000. This will be funded through remaining transition funds allocated by the DIA for the Affordable Water Programme.

Implications for Māori

Changes to water management will be of significant interest to Iwi and Māori including water quality, priorities for investment and how to give effect to Te Mana o Te Wai. As part of this process, Wairarapa Councils will need to confirm with Iwi how they wish to participate in the discussions on the future of water service delivery. Engaging in the regional collaboration from the outset will provide Iwi with more opportunity to shape the direction of the options for delivery.

Environmental/Climate Change Impact and Considerations

There are no climate change considerations relating to the decisions in this paper.

ATTACHMENTS

- Draft Memorandum of Understanding - Water Services Delivery Plan for the Wellington Region** [↓](#) 

Attachment 1: Memorandum of Understanding

Water Services Delivery Plan for the Wellington region

DRAFT

Regional approach to a water services plan

Regional approach to a water services plan

Based on direction from Government and expected legislative changes, councils will be required to develop a water service delivery plan by around mid-2025.

The signatories to this Memorandum of Understanding (MoU) have committed to a process of working together to develop a water services plan including consideration of future delivery models.

This process is based on a collaborative and non-binding partnership approach between councils in the Wellington region to work through this process robustly and efficiently.

The future model and options to be considered will need to respond to agreed objectives and consider future approaches which are workable, affordable, sustainable and meets the needs of communities and the environment.

Outputs from this process

The key deliverable from this joint process is a joint water services plan, including for a future delivery models based on strategic option selection and high-level design. This process and outputs do not preclude any council from choosing to develop its own water services plan.

Critical success factors are that the water services delivery plan and any future model:

- Is supported by all councils and Iwi / Māori partners which are part of this process
- Is supported by the Government *and* enabled through legislative change
- Is based on a sustainable funding model
- Enables commitment from councils and Government to move to subsequent phases to deliver the plan – detailed design and implementation

This MoU outlines the expectations on signatories and the Terms of Reference (ToR) for the Advisory Oversight Group (AOG) for this process.

Changes to three waters

Change is coming to how water is regulated and managed by local authorities. The Government has repealed the Water Service Entities Act 2022 and has set out the process for legislative change to give effect to the Local Water Done Well policy through two further stages of legislative change which are expected to be passed by mid-2025.

Local Water Done Well policy is based on a clear premise that change is required and will happen. The policy is still under development, but indicatively will be based on the following requirements:

- **Councils to develop a water services plan:** Within a year, councils must develop a plan to transition to a new water service delivery model that can meet regulatory and investment requirements.
- **Increased regulation in relation**
 - Water quality regulation
 - Infrastructure investment regulation
- **Financial sustainability** – water services models must be financially sustainable, based on:
 - Revenue sufficiency
 - Ringfencing to fund investment
 - Funding for growth

Regional approach to a water services plan

In the context of this change, the signatories to this MoU have agreed to work with other councils in the region as this offers the opportunity to collectively engage in this legislative process to ensure a sustainable, workable future model is identified and can then be implemented. This may include a specific model for council or some form of joint model with other councils.

This approach will enable regional collaboration on a water services plan based on a collaborative and non-binding partnership between councils in the Wellington region to work through this process robustly and efficiently.

The process does not transfer any formal decision-making responsibilities or delegations from any council. Any future decisions on a water service plan, preferred models or commitments to future change would remain with each council.

Advisory Oversight Group

As part of this approach, councils have agreed to establish a joint governance oversight group called the 'Advisory Oversight Group' (AOG) made up of elected members. Iwi / Māori partner representatives will also form part of this group, with the approach and membership to be confirmed working with Iwi / Māori partners during the establishment phase.

The AOG would be chaired by an independent chair with suitable expertise in local government, financial models and large scale utility operations.

The draft terms of reference for the AOG is appended to this MoU, see **Appendix X**. The AOG is not a formal joint committee and has no formal decision-making rights. Support would be provided by Chief Executives and a joint project team.

Formation of the AOG and signing of the MoU signals a commitment by councils and Iwi / Māori partners to work together through a collaborative and non-binding process.

Dated: Endorsed on behalf of signatory councils by members of the AOG on **DATE**.

SIGNATURES OF MEMBERS ON BEHALF OF ORGANISATIONS – **TO BE INSERTED**

COUNCIL

COUNCIL

APPENDIX 1: Terms of Reference for the Advisory Oversight Group

Water services plan process for Wellington regional councils

Councils in the Wellington region have committed to a process of working together to develop a water services plan including consideration of future delivery models. This process represents a collaborative partnership approach between councils in the Wellington region and Iwi / Māori partners. The value proposition of the process is to ensure that the region can collaboratively work through this process robustly and efficiently.

Outcomes and options

The water services plan and future models and options to be considered will need to respond to agreed objectives and consider future approaches that are workable, affordable, sustainable and meet the needs of communities and the environment.

The key deliverable from this joint process would be a joint water services plan for the region, including options for future delivery models based on strategic option selection and high-level design. This process and outputs do not preclude any council from choosing to develop its own water services plan.

Critical success factors are that the water services delivery plan and any future model:

- Is supported by all councils and Iwi / Māori partners which are part of this process
- Is supported by the Government *and* enabled through legislative change
- Is based on a sustainable funding model
- Enables commitment from councils and Government to move to subsequent phases to deliver the plan – detailed design and implementation

Advisory Oversight Group

As part of this approach, councils have agreed to establish a joint governance oversight group called the 'Advisory Oversight Group' (AOG) made up of elected members. Iwi / Māori partner representatives will also form part of this group, with the approach to be confirmed working with Iwi / Māori partners during the establishment phase.

Decision making and delegations

The AOG does not have any formal decision-making responsibilities or delegations. These remain with each council, including any future decisions on preferred models or commitments to future change.

The AOG is not a formal joint committee. Formation of the AOG forms part of the commitment by councils and Iwi / Māori partners to work together through a collaborative and non-binding process.

Where direction on the process or options being considered is required from the AOG, this will as far as possible be undertaken by consensus.

Key tasks and partnerships outcomes

The AOG will work in partnership to:

- Provide political oversight and alignment of this process to demonstrate visible and collaborative leadership
- Build trust and stronger organisational relationships
- Build better understanding of partners' perspectives and identify shared objectives and areas of alignment
- Operate at a strategic level owning key relationships for the future water model process and supporting the mitigation of any escalated risks
- Test and confirm the direction for the process including investment objectives, options analysis and required analysis in order to provide confidence and certainty to stakeholders and the community
- Provide advice and direction and to assist the responsible staff to manage and resolve issues and risks including alignment with wider strategic regional issues, the expectations of key partners, stakeholders and the community.
- Assist information sharing, efficient and effective working including opportunities to collaborate, and provide a stronger voice when advocating to others including a shared story for the people of the Wellington region and for investment

Advisory Oversight Group membership and structure

Membership

The Advisory Oversight Group shall consist of:

- An independent Chair (with an agreed Deputy Chair in the event that the Chair is unavailable)
- An elected representative from each of the partner councils
- Representative from Iwi / Māori partners – to be confirmed working with Iwi / Māori partners
- Any other person considered necessary by the AOG to ensure the effective functions of the group

Attendance at meetings would include council CEs.

Structure for AOG

- A quorum is the majority of members, or half the members where there is an even number of members. No business may be transacted at a meeting if a quorum is not present.
- Members are expected to attend all meetings, except in exceptional circumstances, as notified to and agreed by the Chair.
- In the event that the Chair is unavailable, the Deputy Chair shall chair the meeting.
- In the event that any member is unavailable for a meeting, any of the partners may nominate an alternate. **Or** There will be no alternate appointments.
- The AOG will be supported by a Secretariat and Project Team. The role and focus of this Secretariat is set out below.
- The AOG shall meet at least XXX, or as otherwise required. Meetings shall be hosted by one of the partners as agreed. Invites and coordination of meetings shall be managed by XXX.
- Wider invites to relevant partner organisations [such as DIA], shall be determined by the meeting Agenda.

- The meetings are not public but shall be transparent in terms of agenda and outcomes. Effort will be made to distribute any meeting papers at least 3 working days ahead of the meeting date. Recognising that the AOG does not hold any formal decision-making powers or delegations, papers shall be brief and avoid duplication with matters best dealt with through existing council decision making processes and delegations.
- Membership shall be reviewed and reconfirmed on an annual basis or if the project moves beyond confirmation of a plan for future water to the implementation of this model.

Senior managers group

The AOG will be supported by a Senior Managers group of the partners. This will consist of CEs or nominees from each partner organisation (CE or GM level).

This group will be chaired by a nominated Chair (with an agreed Deputy Chair in the event that the Chair is unavailable).

The role and focus of the Senior Managers Group is to ensure advice and support to the AOG is effective and efficient, including:

- Provide senior management oversight and alignment of this process to demonstrate visible and collaborative leadership
- Testing and confirm the direction for the process including objectives, options analysis and required analysis in order to provide confidence and certainty to stakeholders and the community
- Provide advice and direction and to assist the responsible staff to manage and resolve issues and risks including alignment with wider strategic regional issues, the expectations of key partners, stakeholders and the community.
- Support the identification, mitigation or management of key risks and issues
- Assist information sharing, efficient and effective working, and provide a stronger voice when advocating to others including a shared story for the people of the Wellington region and for investment
- Ensure that the project team is resourced and supported.

Project team and Secretariat – role, responsibilities and membership

Support for the AOG will be provided by the project team based on a small core team supported by resources from partners. Detail to be confirmed through the project scope, based on expectation of:

- Project Director reporting to the senior managers group. This role will lead the project and be responsible for coordination of the Agenda for AOG meetings (including actions) and programme design and delivery across the partners (nb. role description and tasks to be defined)
- 3-4 technical resources (size, resourcing model, procurement, where hosted TBC) providing expertise and workstream leadership for:
 - Secretariat support for AOG and Senior Managers group
 - Project management
 - Financial and options analysis
 - High level design of financial, funding, legal, governance etc elements for the preferred option
 - Evidence/options/reporting; change management

- Comms planning and deliver for partner and iwi engagement
- DIA relationship
- Operational requirements
- Nb. Other resources and functions to be confirmed by agreement of the scope and timeline e.g. financial analysis, options analysis, change management / HR requirements etc as detailed in the project plan.

Funding

Funding required for this process will include the independent Chair, Project lead, workstream leads, secretariat and programme resources.

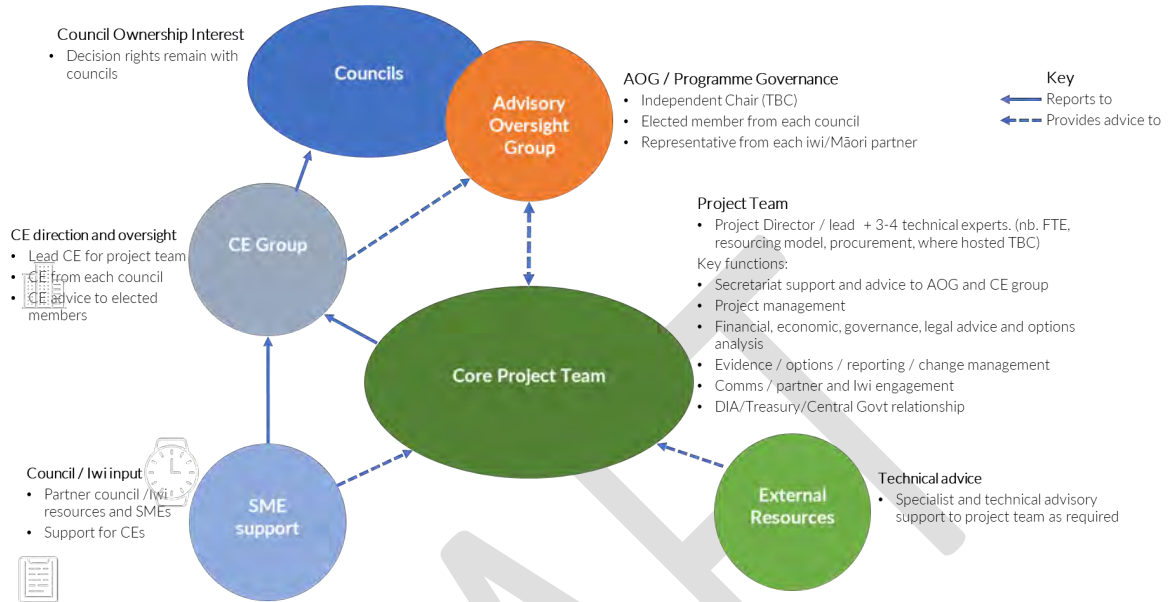
The partners will confirm a budget. A funding plan shall be developed with the costs split on an agreed basis. This budget and funding plan shall be reviewed and updated at least on an annual basis.

Communications and media protocols

The partners commit to working together to ensure a coordinated communications and engagement approach to ensure a no surprises basis. This includes utilisation of agreed key messages and communications plan along with any developed communications brand and website as required.

The partners will develop and agree a communications plan that sets out key messages, protocols and channels in more detail as required for each phase of the project. This shall be reviewed and updated at least on an annual basis.

Attachment 1: Structure of Advisory Oversight Group and supporting functions



Attachment 2: Charter / Project scope

Under development

7.8 FURTHER AMENDMENT TO MEETING SCHEDULE FOR 2024

File Number:

Author: Karen Yates, General Manager Strategy and Development

Authoriser: Kym Fell, Chief Executive

PURPOSE

This report seeks Council approval of a further amendment to the schedule of Council and Committee meetings for 2024 and a change of start time for Council and Infrastructure and Services Committee meetings.

EXECUTIVE SUMMARY

Council approved the 2024 Schedule of Meetings at its meeting on 25 October 2023 and an amendment to the schedule on 14 February 2024.

The schedule needs to be further amended to swap the August Audit and Risk Committee and Council Meetings: the Audit and Risk Committee meeting scheduled for 7 August will move to 14 August and the Council Meeting scheduled for 14 August to 7 August.

The 14 August date for the Audit and Risk Committee allows more time to prepare end of year reporting and the Chair of the Audit and Risk Committee is now available on that date. The Council meeting on 7 August moves the Council meetings for the remainder of the year back into a six-weekly cycle.

Council and Infrastructure and Services Committee meetings have traditionally started at 3.00pm. A proposal has been made to start Council and Infrastructure and Services Committee meetings at 9.30am to allow better use of elected member time during the day. Audit and Risk Committee meetings will continue to start at 1.00pm.

The updated schedule for the second half of the year is attached (see Attachment 1).

RECOMMENDATION

That Council

1. approves a further amendment to the 2024 Schedule of Meetings: to move the 7 August Audit and Risk Committee meeting to 14 August and the 14 August Council Meeting to 7 August.
2. agrees that, commencing in May 2024, Council and Infrastructure and Services Committee meetings start at 9.30am

ATTACHMENTS

1. Amended Meeting Schedule August to December 2024 [↓](#) 

SCHEDULE OF MEETINGS 2024
Masterton District Council

	August	September	October	November	December				
SUN		1			1	SUN			
MON		2			2	MON			
TUE		3		1		TUE			
WED		4	AWARDS AND GRANTS Community Wellbeing and Events Grants	2		4	WED		
THU	1	5		3		5	THU		
FRI	2	6		4	1	6	FRI		
SAT	3	7		5	2	7	SAT		
SUN	4	8		6	3	8	SUN		
MON	5	9		7	4	9	MON		
TUE	6	10		8	5	10	TUE		
WED	7	COUNCIL	11	9	ISC	6	11	COUNCIL	WED
THU	8	12		10	7	12	THU		
FRI	9	13		11	8	13	FRI		
SAT	10	14		12	9	14	SAT		
SUN	11	15		13	10	15	SUN		
MON	12	16		14	11	16	MON		
TUE	13	17		15	12	17	TUE		
WED	14	AUDIT AND RISK	18	COUNCIL	16	13	AUDIT AND RISK	18	WED
THU	15	19		17	14	19	THU		
FRI	16	20		18	15	20	FRI		
SAT	17	21		19	16	21	SAT		
SUN	18	22		20	17	22	SUN		
MON	19	23		21	18	23	MON		
TUE	20	24		22	19	24	TUE		
WED	21	25		23	20	ISC	25	Christmas Day	WED
THU	22	26		24	21	26	Boxing Day	THU	
FRI	23	27		25	22	27	FRI		
SAT	24	28		26	23	28	SAT		
SUN	25	29		27	24	29	SUN		
MON	26	30		28	Labour Day	25	30	MON	
TUE	27			29	26	31	TUE		
WED	28	ISC		30	COUNCIL (Adopt AR)	27	WED		
THU	29			31	28	THU			
FRI	30			29	FRI				
SAT	31			30	SAT				
SUN						SUN			

KEY	COUNCIL	AUDIT AND RISK COMMITTEE	Weekends / Public Holidays	AWARDS AND GRANTS COMMITTEE	INFRASTRUCTURE AND SERVICES COMMITTEE	HEARINGS COMMITTEE	LTP
-----	---------	--------------------------	----------------------------	-----------------------------	---------------------------------------	--------------------	-----

7.9 UPDATE TO THE ELECTED MEMBER ALLOWANCES AND EXPENSE REIMBURSEMENT POLICY 2022-2025

File Number:

Author: David Paris, General Manager Finance

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to provide an updated Elected Members' Allowances and Expense Reimbursement Policy 2022-2025 for Council adoption.

RECOMMENDATIONS

That Council adopts the updated Elected Members' Allowances and Expense Reimbursement Policy 2022-2025.

CONTEXT

The Council's Elected Members Allowances and Expense Reimbursement Policy and needs to be updated and adopted by the Council (see Attachment 1). The updates include addition of the allowances relating to Resource Consent and District Plan Hearings and for District Licensing Committee Hearings and to clarify that while the Policy is reviewed at the beginning of each triennium, any changes to allowances made by the Remuneration Authority will be automatically adjusted as required e.g. mileage allowances.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Council is required by the Remuneration Authority Act 1977, and subsequent amendments, to follow the determinations of the Remuneration Authority.

Significance, Engagement and Consultation

The updates to the Elected Members Allowances and Expense Reimbursement Policy is a requirement of the Remuneration Authority and so is not a significant decision and there is no engagement or consultation required.

Financial Considerations

The allowances included in the Policy have been allowed for in the Governance operating budget of the 2023/24 Annual Plan and the proposed 2024/34 LTP. The funding of that activity comes from current revenue (principally rates).

Implications for Māori

The adoption of this Policy does not have any implications for Māori.

Communications/Engagement Plan

No communication or engagement plan is required.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change impacts or considerations arising from the adoption of the Policy.

NEXT STEPS

Once approved the Policy will be made available on the Masterton District Council website.

ATTACHMENTS

1. Updated Elected Member Allowances and Expense Reimbursement Policy 2022-2025 [↓](#)





Elected Members Allowances and Expense Reimbursement Policy

Applicable to:	Elected Members
Issued by:	Chief Executive
Policy Number:	MDC042
Last Approved:	2022
Review Date:	2025
Contact Person:	David Paris, General Manager Finance, davidp@mstn.govt.nz or 06 370 6300

CONTENTS

Purpose.....	1
Scope.....	1
Authentication of Expenses Reimbursements and Allowances.....	1
Vehicle Provided.....	1
Mileage and Travel Allowances	1-2
Travel and Accommodation	2-3
Entertainment and Hospitality.....	3
Communications and Technology.....	3-4
Professional Development, Clubs and Associations.....	3 34
Childcare Allowance	4
Other Expense Reimbursements and Allowances	4
Taxation of Allowances.....	5 54
Review of Policy	5 54
Definitions.....	5
Related Documents	5
References.....	5
Version Control.....	6 65

Last Approved: ~~26 October 2022~~ 3 April 2024

| _____

| Last Approved: ~~26 October 2022~~ [3 April 2024](#)

PURPOSE

The purpose of this policy is to provide a framework for allowances, expenses claimed, and resources available to elected members during their term of office.

SCOPE

This Policy replaces all previous policies, rules and procedures relating to the expenses and allowances payable to elected members.

AUTHENTICATION OF EXPENSES REIMBURSEMENTS AND ALLOWANCES

Set out below are the principals and processes under which this Council ensures that expense reimbursements and allowances payable in lieu of expense reimbursements

- a. *are in line with council policies*
 - b. *have a justified business purpose*
 - c. *are payable under clear rules communicated to all claimants*
 - d. *have senior management oversight*
 - e. *are approved by a person able to exercise independent judgement*
 - f. *are adequately documented*
 - g. *are reasonable and conservative in line with public sector norms*
 - h. *are in respect of allowances, a reasonable approximation of expenses incurred on behalf of the local authority by the elected member*
 - i. *are subject to both external and internal audit oversight*
1. Council policy states that elected members should not be 'out-of-pocket' for expenses incurred in the course of their duties as an elected member (i.e. actual and reasonable costs are reimbursed).
 2. Members are required to obtain the approval of the Mayor and CEO prior to incurring costs for any training, conference or travel where they will be seeking reimbursement of costs from the Council. The Mayor and CEO will assess the business need / justification for the expenditure prior to approval.
 3. Members review and approve the policy early in each triennium.
 4. The CEO is involved in the process described in 2 above. The Manager Finance undertakes periodic reviews of expenses reimbursements.
 5. All claims are to be submitted to the Governance Advisor who will check them against meeting attendance records and submit them for payment via the fortnightly payroll process. All claims are to be supported by evidence of meeting attendance and km travelled. For other costs (e.g. train tickets, parking in Wellington) full receipts are required.
 6. Policies set by Council reflect public sector norms of reasonableness and conservatism and are required to be aligned to the Remuneration Authority's guidelines.
 7. Internal audit is incorporated into the Financial Accountant's overview of the payroll process and this includes checking members' expense claims for reasonableness.

VEHICLE PROVIDED

A vehicle is available for the Mayor to use. Full private use may be made, but will incur a deduction from the mayoral salary, as calculated based on the Remuneration Authority's formula for full private use.

For general Council business, Council fleet vehicles are available to members. In the case of trips of more than one night away, a rental vehicle may be used at Council's expense.

MILEAGE AND TRAVEL ALLOWANCES

1. Rates of allowance paid for petrol/diesel/hybrid vehicles per kilometre are:
 - a. \$0.95 per km for the first 14,000 km per annum and
 - b. \$0.34 per km for any distance over 14,000 km per annum (petrol/diesel)
 - c. \$0.20 per km for any distance over 14,000 km per annum (hybrid)

Last Approved: ~~26 October 2023~~ April 2024

Page 1 of 9

2. Rates of allowances paid for electric vehicles per kilometre are:
 - a. \$0.95 per km for the first 14,000 km per annum and
 - b. \$0.11 per km for any distance over 14,000 km per annum.

The rates are based on the maximum allowed by the Remuneration Authority

A vehicle mileage allowance will be payable, but only if –

- a. A private vehicle is used i.e. there is no Council vehicle practically available
- b. The travel is to other than the Council offices
- c. The purpose of the travel is for Council business
- d. The travel claim is based on the direct route distance
- e. There is no reimbursement of costs that are chargeable to others

Out of town meetings kms are based on a log book record

The vehicle allowance is not subject to withholding tax.

TRAVEL AND ACCOMMODATION

(excluding mileage claims – refer to Mileage & Travel Allowances)

Taxis, train fares and other transport

Car parking, taxis, train fares, buses & shuttles will be reimbursed, only with a receipt and only where they are associated with Council-related meetings, training courses or conferences.

Carparks

Councillors can use the town square car park whenever they are attending to Council business – a ‘free parking’ card will be issued and will need to be displayed.

Use of rental cars

Rental vehicles maybe arranged via the Governance Advisor where time away and distance of travel make them an appropriate option to attend out-of-town meetings.

Air Travel Domestic

The rules for domestic air travel are:

To be booked through the Council so expense is payable by the Council. Only to be used in association with Council-related training/ courses/ conferences.

Air Travel International

No international air travel, funded by the Council, is anticipated under this policy.

Airline Clubs/ Airpoints/ Airdollars

The Council has no subscription to airline clubs (such as the Koru Club). The Council does not accrue airpoints or airdollars earned on travel, accommodation etc. so they are not available for the private use of members.

Accommodation costs while away at conferences, seminars, etc.

Actual and reasonable costs will be reimbursed.

Council would prefer that accommodation is booked and paid for via the Council to enable control over the ‘reasonable’ nature of the accommodation.

Private accommodation paid for by local authority

No private accommodation (such as an apartment) is provided to any member by the Council.

Last Approved: ~~26 October 2023~~ [April 2024](#)

Private accommodation provided by friends/ relatives

No allowances are payable in respect of accommodation provided by friends/ relatives when travelling on Council business.

ENTERTAINMENT AND HOSPITALITY

The reasonable costs of hospitality or entertainment, where it relates to a Council function or Council hosting of visiting dignitaries (e.g. from a Sister City) will be reimbursed. No Council credit card is issued to any elected members.

COMMUNICATIONS AND TECHNOLOGY

Equipment and technology provided to elected members

Equipment and technology provided to elected members for use at home and/or on council business?

Laptop/tablet**	YES / NO
Printer	YES / NO
Broadband	YES / NO
Consumables and Stationery (for printers)	YES / NO
Mobile Phone	YES / NO*
Other equipment or technology	YES / NO

**The Mayor's cell phone will be on the Council Plan and a mobile device/tablet is available for use by the Mayor.*

***Technology advances in the area of smart phones and tablets has seen efficiencies in the distribution of documents using these devices. Members have the choice of being supplied with a device to use at Council meetings and to receive Council information. A communications and technology allowance will be paid as per below*

Home telephone rental costs and telephone calls (including mobiles)

No home telephone rental costs or call expenses are reimbursed.

Allowances paid in relation to communication and/or technology provided by elected member

A reimbursing allowance will be paid to recognise the cost members may incur to conduct Council business – including partial use of a personal mobile phone, mobile service and home broadband.

Where Council supplies a device, the allowance is set at \$28 per fortnight per member and is not taxable.

Where members have chosen to not be provided with a Council device the allowance is set at \$43 per fortnight.

PROFESSIONAL DEVELOPMENT, CLUBS AND ASSOCIATIONS

Reasonable expenses will be reimbursed in respect of members' attendance at professional development courses, conferences and seminars.

Bookings are to be made through Council, and where possible, paid directly by the Council. Actual and reasonable costs incurred and paid directly by members will be reimbursed if receipts are available.

No expenses are reimbursed, or allowances paid in respect of subscriptions to clubs or associations.

Last Approved: ~~26 October 2023~~ April 2024

CHILDCARE ALLOWANCE

Eligible members can claim a contribution towards childcare costs where they have responsibility for caring for children and have incurred payments to enable them to attend Council or Committee Meetings, briefings or workshops, other meetings where the member is Council's representative or meetings with community groups, subject to:

- a. The maximum hourly value for reimbursement is to be equivalent to the current minimum wage.
- b. The child or children being cared for is/are under 14 years of age.
- c. The childcare is provided by a person who is not a family member of the elected member and does not ordinarily reside with the elected member.
- d. Evidence of payments made and received are to be appended to any expense claim for childcare.
- e. No more than \$6,000 per annum per child can be claimed
- f. Claims are approved by the Mayor.

PARTICIPATION IN HEARINGS ALLOWANCES

Allowance for Participating in Resource Consent or District Plan Hearings

Hearings Commissioners are accredited by completing the *Making Good Decisions* certification.

Elected members who are accredited members are entitled to receive additional payments in addition to their annual remuneration for participating in a Resource Consent or District Plan hearings (as defined in the Local Government Members (2023/24) Determination 2023).

Council will pay the following hourly rate to Elected Members who participate in a hearing:

Chairperson: _____ \$116 per hour

Hearing Member: _____ \$93 per hour

Hearings commissioners can claim for the time preparing for the hearing, which is paid at the same rate as attending hearings. This can include:

- Time for reading
- Attending onsite meetings
- Attending pre-hearing briefings and meetings.

The chair of a hearing may also be paid for time spent writing up the decision or communicating for the purpose of the written decision.

Reimbursement for preparation should be reasonable and proportionate to the length of the hearing.

The Mayor cannot receive fees for participating in resource consent or district plan hearings.

Members are to claim by the quarter hour and must submit a valid claim form.

Allowance for Participating in District Licensing Committee meetings

Elected members who are appointed members of the District Licensing Committee are entitled to receive additional payments in addition to their annual remuneration for alcohol licensing hearings under the Sale and Supply of Alcohol Act 2012

Council will pay the following hourly rate to elected members who participate in an alcohol licensing hearing or meeting:

Chairperson _____ \$78 per hour

Hearing/meeting member: \$51 per hour

Members are to claim by the quarter hour and must submit a valid claim form

OTHER EXPENSE REIMBURSEMENTS AND ALLOWANCES

No other expense reimbursements are payable. The Council holds an insurance policy that covers the Mayor, Councillors and staff in case of accidental death. The benefits are payable to the Council.

Last Approved: ~~26 October 2023~~ April 2024

Page 4 of 9

TAXATION OF ALLOWANCES

Any allowable mileage allowances are not subject to withholding tax deductions. Reimbursements of actual business expenses are not subject to withholding tax deductions.

REVIEW OF POLICY

This policy will be reviewed every 3 years at the beginning of each triennium. The amounts payable as an allowance in this policy will be adjusted automatically if changes are made by the Remuneration Authority.

DEFINITIONS

Term: Definition

1. "Actual" means as evidenced by the original receipt attached to the claim form.
2. "Reasonable" means that it is within the amount specified by this policy or as deemed reasonable by the Mayor and/or Chief Executive.
3. "Council business" includes: formal council and community board meetings, committee meetings, workshops, seminars, statutory hearings, training courses, site visits, meetings with staff, meetings with community groups, meetings with members of the public. It does not include events where the primary focus is on social activity.
4. "Remuneration Authority" is an independent body established by the Remuneration Authority Act 1977, with responsibilities under the Local Government Act 2002 to determine remuneration and expense/allowance rules for local authority members.
5. "Hearing" means –
 - (a) a hearing arising from a resource consent application made under section 88 of the RMA;
or
 - (b) a meeting for determining a resource consent application without a formal hearing; or
 - (c) a hearing arising from a notice of requirement (including one initiated by the local authority); or
 - (d) a pre-hearing meeting held under section 99 of the RMA in relation to a hearing referred to in paragraph (b) or (d); or
 - (e) a hearing as part of the process of the preparation, change, variation, or review of a district or regional plan or regional policy statement; or
 - (f) a mediation hearing in the Environment Court as part of an appeal from a decision of a local authority; or
 - (g) a hearing on an objection against a charge fixed by a local authority under section 36 of the RMA.

RELATED DOCUMENTS

- Masterton District Council Sensitive Expenditure Policy

REFERENCES

- Local Government Act 2002
- Remuneration Authority Act 1977
- Local Government Members (202~~23~~/202~~34~~) Determination 202~~23~~

Last Approved: ~~26 October 2023~~ April 2024

Page 5 of 9

VERSION CONTROL

Version	Date	Summary of Amendments	Approved By
1.2	December 2019	Amendments to align with RA guidance with reimbursing allowances and childcare allowance added	Council
1.3	August 2020	Travel time allowance removed	Council
1.4	August 2021	ICT allowance amended to provide for own device use.	Council
1.5	October 2022	Amendments to align with RA guidance issued for the period following the October 2022 LG election.	Council
1.6	July 2023	Amendment of vehicle mileage reimbursement rates, as advised by RA	General Manager Finance
1.7	April 2024	Addition of allowances relating to Hearings and District Licensing Committee meetings	

Last Approved: ~~26 October 2023~~ [April 2024](#)

Page 6 of 9

7.10 ESTABLISHMENT OF THE MASTERTON DISTRICT DISABILITY ADVISORY GROUP

File Number:

Author: Corin Haines, General Manager Community

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to seek Council approval of process documents to support the establishment of the Masterton District Disability Advisory Group: Terms of Reference (Attachment 1), and Expressions of Interest (Attachment 2).

EXECUTIVE SUMMARY

The Masterton District Disability Advisory Group will provide support to Council in addressing the challenges faced by people with disabilities. The Disability Advisory Group will have up to 12 members: two elected member representatives, iwi representatives (up to four), and six community representatives. It will be tasked with providing community input about disability issues to be considered as part of Council's decision-making processes and providing advice to support initiatives aimed at enhancing accessibility and inclusivity within the Masterton District.

RECOMMENDATIONS

That Council

1. **notes** the establishment of a Masterton District Disability Advisory Group as an initiative aimed at enhancing accessibility and inclusivity within the Masterton District.
2. **approves** the Masterton District Disability Advisory Group Terms of Reference and Expressions of Interest documents to support the establishment of the Masterton District Disability Advisory Group.

CONTEXT

The Masterton District Disability Advisory Group is being established to provide community input about disability issues to be considered as part of Council's decision-making process. It will have up to 12 members: two elected member representatives, up to four iwi representatives, and six community representatives. Iwi will decide if they wish to take up these membership spaces.

ANALYSIS AND ADVICE

The process documents to support the establishment of the Masterton District Disability Advisory Group (Attachments 1 & 2) outline how this group will be set up. Firstly, the Terms of Reference (ToR) document outlines the purpose of the group, the logistical considerations, and also includes a code of conduct for members. Secondly, the Expressions of Interest (EOI) document outlines expectations of community member representatives, and how people can register their interest in being considered for membership of the Masterton District Disability Advisory Group.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
<p>1 Approves the two process documents to support the establishment of the Masterton District Disability Advisory Group (Attachments 1&2).</p>	<p>Supports the promotion of accessibility and inclusivity within the Masterton District.</p> <p>Enables officers to address disability concerns in 2024.</p>	<p>No disadvantages have been identified.</p>
<p>2 Does not approve the two process documents to support the establishment of the Disability Advisory Group (Attachments 1&2).</p>	<p>No advantages have been identified.</p>	<p>Delays efforts to address disability concerns in the Masterton District.</p> <p>Creates potential distrust with the disability community and wider Masterton District community who have been engaged in the development of initiatives aimed at enhancing accessibility and inclusivity.</p>

RECOMMENDED OPTION

Option 1 is recommended.

Progressing initiatives aimed at enhancing accessibility and inclusivity within the Masterton District is a priority area for Council. Approving the two process documents to support the establishment of the Masterton District Disability Advisory Group (Attachments 1 & 2) will enable Council to make progress in addressing disability concerns and promoting inclusivity.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Establishing and operationalising a Masterton District Disability Advisory Group is one of the ways in which Council and the wider community can work towards a more inclusive and accessible district. The work will contribute to the social development area outlined in *He Hiringa Tangata, He Hiringa Whenua*, Council’s Wellbeing Strategy, particularly in fostering a positive, strong, inclusive, and self-determining community with equitable opportunities for everyone.

The Masterton District Disability Advisory Group will also contribute to the principle outlined in the *Parks and Open Spaces Strategy*, specifically by ensuring that individuals with disabilities have equal opportunities to connect with nature and enjoy parks and open spaces through various sporting and recreational activities.

It also aligns with the strategic goals of the *Positive Ageing Strategy* by enhancing community and health services, facilitating accessible communication, advocating for affordable transport, and improving safety and enjoyment in public spaces.

Significance, Engagement and Consultation

Establishing the Masterton District Disability Advisory Group has been assessed as low significance in terms of needing to undertake any further engagement or consultation with the community.

Financial Considerations

There is budget provision for remuneration of members of Advisory Groups and this will be covered within that. Staff and administrative support will be provided from existing budgets.

Implications for Māori

The proposed Terms of Reference provides for iwi representatives to be appointed to the Masterton District Disability Advisory Group.

Communications/Engagement Plan

Efforts to establish the Masterton District Disability Advisory Group communications will be developed as part of this Communications and Engagement Plan.

Environmental/Climate Change Impact and Considerations

The establishment of the Masterton District Disability Advisory Group contributes to creating a more inclusive and resilient community, addressing various challenges faced by people with disabilities

NEXT STEPS

Following approval by Council, officers will finalise the process documents and progress confirming membership for the Masterton District Disability Advisory Group.

ATTACHMENTS

1. **Draft Terms of Reference** [↓](#) 
2. **Draft Expressions of Interest** [↓](#) 



MASTERTON DISTRICT COUNCIL DISABILITY ADVISORY GROUP TERMS OF REFERENCE

1. Introduction

The Terms of Reference for the Masterton District Council Disability Advisory Group (the Advisory Group) set out the purpose, role, and protocols of the Advisory Group.

Members of this Advisory Group will abide by the Code of Conduct (Appendix A) which is consistent with the principles of the Masterton District Council Governance Code of Conduct, available on the Masterton District Council [website](#).

2. Purpose

The purpose of the Advisory Group is to provide advice, information, and recommendations to Masterton District Council (Council) on the following areas:

- the development of Council policies, plans and strategies as they relate to disability issues,
- Council engagement, education, and/or advocacy on disability issues with the district's communities, and
- any matter of particular interest or concern related to disability issues connected with the functions of Council.

3. Outcomes

The Advisory Group's advice will contribute towards promoting the wellbeing of the district's communities in relation to disability inclusion and accessibility. Its advice will inform Council policy decisions and planning for the district's future.

4. Membership and Community Member Selection Process

The Advisory Group will have up to 12 members.

Council appoints two elected members to the Advisory Group. These elected member appointments are subject to change if resolved by Council.

Six community member positions will be appointed via an external expressions of interest (EOI) process, and up to four iwi representatives (nominated by the two Wairarapa iwi - Ngāti Kahungunu o Wairarapa and Rangitāne ki Wairarapa Inc. respectively).

The Mayor and the two elected members appointed to the Advisory Group will appoint the six community members based on officer's recommendations. The Advisory Group members will be selected based on:

- their interest and knowledge of disability issues and advocacy;

- either living in, or being able to demonstrate a close connection with, the Masterton District;
- showing a specific interest and/or commitment to the future of the Masterton District;
- their understanding of Te Tiriti o Waitangi.

The candidates will be chosen based on the criteria above and selectors will be looking for diversity of members (e.g., age, gender, background, rural/urban community).

Advisory Group members agree to adhere with the expectations set out in the Code of Conduct (appendix A).

5. Term

The group's term ends one month prior to the next local government elections in 2025.

6. Meetings

The Advisory Group will meet at least four times per year, at a time and location deemed convenient by the majority of members. Groups, individuals, or organisations may from time to time be invited to speak or present to the Advisory Group on disability related matters.

Further input outside this schedule may be requested through additional meetings, emails and/or surveys.

7. Quorum

The quorum required for an Advisory Group meeting will be half the members if the number of members is even, and a majority if the number of members is odd.

8. Meeting Protocols

The Advisory Group is an advisory body established by Council. It is not a subordinate decision-making body of Council and does not have any decision-making power. Its role is to advise Council and staff on disability issues impacting the communities of the Masterton District.

The Advisory Group will appoint a chairperson at its first meeting. The role of the chairperson is to lead the Advisory Group meetings. The chair can select a deputy chair who supports the chair to run regular meetings.

Either of the Council elected members appointed to this Advisory Group can act as the spokesperson for the Advisory Group if external organisations, including central government or the media, seek the views of the group on specific matters.

Any recommendations or advice to Council should clearly be shown in meeting minutes.

9. Submissions

The Advisory group cannot make formal submissions to Masterton District Council on council strategies, policies and plans, for example, the annual plan. However, the group may be asked for informal feedback during a consultative process or during the development of a consultative process.

The Advisory Group cannot make formal submissions to external organisations in its capacity as the Advisory Group.

This does not prevent individual members making submissions themselves to Council or other external organisations outside their role as Advisory group members.

10. Engagement with Council

The Advisory Group will raise any issues to Council through the elected member representatives on the Advisory group or through the meeting minutes.

11. Advisory Group remuneration

Council sets an annual budget for the Advisory Group to cover remuneration and meeting costs.

Advisory Group members are entitled to meeting fees determined by the Council unless:

- they are on the Advisory group as a representative of an organisation or interest group which already pays them and/or
- they are an elected member of Masterton District Council or a Masterton District Council iwi representative.

Council will reimburse all members for travel costs to attend Advisory group meetings in line with Council's Members Expenses and Reimbursing Allowances Expenses Policy.

Elected members will not receive additional payment for their membership on this Advisory group.

12. Staff support

Council staff support will include:

- co-ordinating the development of the Advisory Group's work programme
- following up on meeting actions
- acting as a conduit with relevant parts of Council for the Advisory Group
- attending pre-meeting briefings with the Chair
- highlighting potential issues and risks
- meeting report and agenda preparation, minute-taking, and meeting procedure advice
- ensuring guidance and advice from the Advisory Group is clearly captured
- providing subject matter expertise.

13. Review

The form and functioning of the Advisory Group will be reviewed after one year and at the end of the 2022-2025 triennium.

Appendix A: Code of Conduct for Masterton District Council Disability Advisory Group

Purpose

The Code of Conduct sets out expectations for the general conduct of the members of the Masterton District Council Disability Advisory Group.

Code of Conduct principles

The Advisory Group members agree to work in accordance with the Masterton District Council Code of Conduct governance principles:

- Whakamana Tangata - Respecting the mandate of each member and ensuring the integrity of the committee as a whole by acknowledging the principle of collective responsibility and decision-making.
- Manaakitanga - Recognising and embracing the mana of others.
- Rangatiratanga - Demonstrating effective leadership with integrity, humility, honesty and transparency.
- Whanaungatanga - Building and sustaining effective and efficient relationships.
- Kotahitanga - Working collectively.

In addition to these governance principles, Advisory Group members agree to:

- act honestly and with integrity at all times.
- consider issues on their merits, taking into account the views of others.
- co-operate fully and honestly to ensure the best advice is provided to the council.
- observe the rights of other people and listen to differing points of view.
- communicate clearly with the Council and give reasons for advice given.
- treat others, including staff, with respect at all times.
- not misrepresent the statements or actions of others (whether they be other individual members, Council or Council staff).
- treat people with courtesy and recognise the different roles others play in local government decision-making.
- uphold the law and, on all occasions, act in accordance with the trust the public places in them.
- regularly attend Advisory Group meetings.

Non-compliance may be considered grounds for withdrawal from the Advisory Group.

Creating a supportive and inclusive environment

Members agree to take all reasonable steps in order to participate in activities scheduled to promote a culture of mutual trust, respect and tolerance.

Confidential information

In the course of their duties, Advisory Group members will occasionally receive information, whether in reports or through debate, that is confidential. This will generally be information that is either commercially sensitive or is personal to a particular individual or organisation.

Accordingly, members must agree not to use or disclose confidential information for any purpose other than the purpose for which the information was supplied to the member.

Breaching the Code of Conduct

The membership of an Advisory Group member will cease if they breach the Code of Conduct.

Notification of breach

If a member has regular non-attendance at Advisory Group meetings, or breaches the Code of Conduct, the chair must first raise the issues directly with the member and try and resolve them by mutual agreement. If under-performance continues the chair can recommend to the Mayor that the member be removed from the group. Alternatively, concerns about the conduct of any member or chairperson may be raised with the Chief Executive who will give advice on options available to resolve the concerns.

Principles to identify breach

The following principles will guide any processes for investigating and determining whether or not a breach under this Code has occurred:

- that the approach for investigating and assessing a complaint will be proportionate to the apparent seriousness of the alleged breach;
- that the processes of complaint, investigation, advice and decision-making will be kept separate as appropriate to the nature and complexity of the alleged breach; and
- that the concepts of natural justice and fairness will apply in the determination of any complaints made under this Code. This requires, conditional on the nature of an alleged breach, that affected parties:
 - have a right to know that an investigation process is underway;
 - are given due notice and are provided with an opportunity to be heard;
 - have confidence that any hearing will be impartial;
 - have a right to seek appropriate advice and be represented; and
 - have their privacy respected.

MASTERTON DISTRICT COUNCIL DISABILITY ADVISORY GROUP: EXPRESSIONS OF INTEREST



Masterton District Council is seeking Expressions of Interest (Eoi) from community members to join our Disability Advisory Group. The purpose of the Disability Advisory Group is to provide Council with advice, information and recommendations on issues associated with disability inclusion and accessibility that are affecting the Masterton District. In particular:

- the development of Council policies, plans and strategies as they relate to disability issues,
- Council engagement, education, and/or advocacy on disability issues with the district's communities, and
- any matter of particular interest or concern related to disability issues connected with the functions of Masterton District Council.

The Disability Advisory Group's advice will contribute to ensuring that disability inclusion and accessibility issues are centred in Council policy decisions and planning for the Masterton district's future.

The Disability Advisory Group will be made up of up to twelve members including two elected members, up to four iwi representatives, and six community members appointed through this expressions of interest process.

Criteria for applicants

We are looking for a cross section of the community to ensure diversity of people and viewpoints.

A selection panel will appoint the six community members. Membership will be considered based on:

- their interest and knowledge of disability issues, advocacy, and Te Tiriti o Waitangi;
- either living in, or being able to demonstrate a close connection with, the Masterton District;
- showing a specific interest and/or commitment to the future of the Masterton District;

The candidates will be chosen based on the criteria above and selectors will be looking for diversity of members (e.g., age, gender, background, rural/urban community).

The time commitment will involve attending at least four meetings a year (2-4 hours) and meeting preparation (reading time for reports and other material provided prior to meetings). Further input may be requested through additional meetings, emails and/or surveys. Once the Disability Advisory Group is selected, the meeting times will be set, with consideration of times that are as convenient as possible for Advisory Group members.

To register your interest

Council welcomes expressions of interest up to **[insert date]**. Register your interest by completing the online form **[here]** or drop in your completed expression of interest form to our Customer Service Centre at 161 Queen Street, Masterton.

For more information, please contact our Community Development Team Leader, Kelsi Rutene: kelsir@mstn.govt.nz



**Masterton District Council Disability Advisory Group
Expressions of Interest (EOI) form**

Your Details

Full name

Organisation/Business (if applicable)

Postal address.....

Phone.....

Email.....

About You

What is your age range? Under 25 25-34 35-44 45-54 55-64 65-74 75+

What is your ethnicity? (You may tick multiple boxes) Māori NZ European Pākehā Pacific Peoples Asian Other.....

What is your gender? Man Woman Non-binary Prefer not to answer

Other - I refer to myself as

Questions (Please use additional paper to answer the questions if you need to)

1. What skills and experience do you have that would be valuable for this group?	
2. What do you think is the biggest challenge in promoting disability inclusion and accessibility?	
3. What is your connection to the Masterton District?	
4. What are some of the intersections of disability inclusion and Te Tiriti o Waitangi?	

7.11 REVIEW OF THE WAIRARAPA CONSOLIDATED BYLAW 2019

File Number:

Author: Tania Madden, Strategic Planning Manager

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to provide information on the review of the Wairarapa Consolidated Bylaw 2019. This report also seeks Council agreement to share the estimated costs of the review across the Wairarapa District Councils, and to delegate responsibility to the Wairarapa Policy Working Group to support the review.

RECOMMENDATIONS

That Council:

1. notes that a review of the Wairarapa Consolidated Bylaw 2019 for the Masterton, Carterton and South Wairarapa districts is required by 26 June 2024 and is underway;
2. notes that the review approach is consistent with the requirements of the Local Government Act 2002;
3. agrees to share the review costs across the three Wairarapa District Councils as per the Wairarapa Shared Services Funding Policy (joint policy development activity type); and
4. agrees to delegate responsibility to the Wairarapa Policy Working Group to support the review and make recommendations back to the three Wairarapa District Councils.

CONTEXT

Section 145 of the Local Government Act 2002 (LGA) empowers councils to make bylaws to:

- protect the public from nuisance;
- protect, promote and maintain public health and safety;
- minimise the potential for offensive behaviour in public places.

The Wairarapa Consolidated Bylaw 2019 was adopted by Masterton, Carterton and South Wairarapa District Councils (the Wairarapa District Councils) on 26 June 2019 and came into force on 8 July 2019.

The adoption of the bylaw followed a review of the Masterton and South Wairarapa District Council Consolidated Bylaw 2012 which was first made in 2013. As part of the 2019 review, the scope of the consolidated bylaw was expanded to include Carterton District Council and adopted as a new Wairarapa Consolidated Bylaw.

The Wairarapa Consolidated Bylaw 2019 is divided into parts as follows:

- Part 1: Introductory
- Part 2: Public Places (including Park and Reserves)

- Part 3: Selling of Goods or Services in Public Places
- Part 4 Prevention of Nuisance from Fire and Smoke
- Part 5: Water Supply
- Part 6: Keeping of Animals, Poultry and Bees
- Part 7: Cemeteries and Crematoria
- Part 8: Wastewater
- Part 9: Trade Waste
- Part 10: Traffic

Part 11: Speed - revoked in 2023 due to the Land Transport Rule: Setting of Speed Limits 2022 which changed the way speed limits are set.

- Part 12: Beauty Therapy, Tattooing and Skin Piercing

A copy of the current Bylaw is provided in Attachment One.

A bylaw made under the LGA must be reviewed five years after it is first made, and then every 10 years after that. For Masterton and South Wairarapa, the consolidated bylaw builds on and reflects what was in the previous Masterton and South Wairarapa Consolidated Bylaw. It was the 5-year review of that Bylaw that included Carterton and resulted in the new Wairarapa Consolidated Bylaw. The new Wairarapa Consolidated Bylaw is therefore due for review by 26 June 2024. If the bylaw is not reviewed by this date, the LGA states it will be revoked two years after the date that the bylaw should have been reviewed by (26 June 2026).

In addition to the consolidated bylaw, Wairarapa District Councils also have a Wairarapa Solid Waste Management and Minimisation Bylaw and standalone bylaws (e.g. Alcohol Control Bylaw). These bylaws are each subject to their own review periods and are not in scope of this review.

ANALYSIS AND ADVICE

Review Requirements

The LGA states councils must review a bylaw by making the determinations required by s155:

- a bylaw is the most appropriate way of addressing the perceived problem;
- the proposed bylaw is the most appropriate form of bylaw;
- whether the proposed bylaw gives rise to any implications under the New Zealand Bill of Rights Act 1990.

If, after the review, amendments are considered necessary, councils must consult using the Special Consultative Procedure (SCP). If amendments are not considered necessary, consultation is still required in accordance with the consultation requirements of the LGA and each Council's Significance and Engagement Policy.

Proposed Approach to the Review

As noted above, 2019 was the first time the consolidated bylaw was made for Carterton. Given that, a key focus of the review will be determining whether the bylaw is having the desired effect for

Carterton. The review will also consider outstanding matters from the 2019 development as outlined below; and whether the consolidated bylaw is still fit for purpose and relevant in today’s environment, taking into account recent developments and any legislative changes.

Governance oversight

In accordance with s32 of Schedule 7 of the LGA, the ability to *make* a bylaw cannot be delegated by Council. However, it is considered practical for the Wairarapa Policy Working Group (WPWG) to support the review and make recommendations back to the Wairarapa District Councils on any proposed bylaw amendments and the consultation approach. The WPWG would also carry out hearings and deliberations and make recommendations back to the Wairarapa District Councils on the adoption of a final bylaw. This is consistent with the approach to joint policy reviews.

Outstanding matters from the 2019 review

As part of the review in 2019, the Wairarapa District Councils resolved to undertake further consultation on proposed amendments to Part 12 of the Bylaw. This part provides the necessary regulatory support to manage hygiene standards in commercial practices where there is a risk of infection of communicable diseases from procedures carried out by beauty therapists, tattooists and skin piercers.

The proposed amendments would:

- prohibit scleral tattooing (permanent colouring of the white part of the eye) in the Masterton and Carterton Districts unless it is carried out by an ophthalmologist; and
- mean that tohunga tā moko (traditional Māori tattooing) would be exempt from the bylaw and that Tā Moko tattooists would instead adhere to the Ministry of Health’s Customary Tattooing Guidelines for Operators.

These amendments were raised during the 2019 consultation period, however, as these changes would have an effect on the rights and obligations of the people to whom the bylaw applies, further consultation with the community would be required before making a final decision.

This review will assess whether these two matters are still relevant to progress.

Review Timeframes

The key tasks and indicative timeframes for the review are outlined below. We expect that the full review, including community consultation, will take a minimum of seven months to complete.

Note that for the purposes of the LGA, a bylaw review involves making the determinations required by s155 of the LGA. This is being completed as part of Phase 1 of the review. It is this phase that needs to be complete by 26 June.

Review Phase	Date	Activity/Milestone
Phase 1	March/April 2024	Background research, staff workshops and pre-engagement
	May 2024	WPWG meeting to present findings and proposed roll-over or amendments
	26 June 2024	Council makes s155 determinations and adopts draft bylaw and Statement of Proposal for consultation

Phase 2	28 June – 28 July 2024	Consultation period
	August 2024	WPWG Hearings/Deliberations and recommendation to Wairarapa District Councils on the final bylaw
	September 2024	Council adopts the final bylaw
	1 October 2024	If adopted, the bylaw comes into effect.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

As noted above, councils are empowered to make bylaws under section 145 of the LGA and the bylaw is due for review as per the LGA.

The LGA states that one of the purposes of councils is to promote the social, economic, environment and cultural well-being of communities, in the present and for the future. Section 11 of LGA provides that the role of councils is to give effect to their purpose and perform the duties and exercise the rights conferred on them by, or under, LGA.

Significance, Engagement and Consultation

As noted, the LGA requires councils to consult using the SCP if amendments are proposed. This involves making a Statement of Proposal and draft bylaw publicly available for a one-month period.

If no amendments are proposed, the Councils will carry out consultation in accordance with the LGA and our Significance and Engagement Policies.

Financial Considerations

The budget for the review will be split across the Wairarapa District Councils according to the Wairarapa Shared Services Funding Policy, under the 'joint policy development' activity. The cost allocation will be 52% Masterton District Council, 20% Carterton District Council and 28% South Wairarapa District Council.

Council's contribution towards the costs associated with the review will be met from within existing budgets for 2023/24 and 2024/25.

Implications for Māori

There are no implications for Māori associated with the decisions in this report.

There are aspects of the current bylaw which impact Māori, such as the Beauty Therapy, Tattooing and Skin Piercing bylaw (in relation to Tā moko practices) and the Public Places and Cemeteries and Crematoria bylaws (in relation to scattering of ashes and Māori burials). The views of the Māori community will be sought during the consultation period.

Communications/Engagement Plan

The development of a communications and engagement plan to support the project are underway. Promotion of the review and opportunities to provide feedback will be undertaken via print and social media platforms.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change impact and considerations resulting from the decisions in this report.

NEXT STEPS

The review will progress as outlined.

Carterton and South Wairarapa District Councils will consider this report on 27 March 2024 and Masterton District Council will consider this report on 3 April 2024.

ATTACHMENTS

1. **Wairarapa Consolidated Bylaws 1-12 (under separate cover)** 

7.12 MASTERTON DISTRICT COUNCIL DELEGATIONS REGISTER

File Number:

Author: Tania Madden, Strategic Planning Manager

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to seek Council approval of proposed amendments to the Masterton District Council (MDC) Delegations Register.

RECOMMENDATIONS

That Council:

1. **approves** amendments to Part A of the Masterton District Council Delegations Register (the Register) which contains statutory and other delegations by the Council to the Chief Executive;
2. **approves** amendments to Part B of the Register which contains delegations by the Council to officers under the Local Government (Rating) Act 2002 and the Resource Management Act 1991.
3. **notes** that there are no proposed amendments to Part C of the Register which contains delegations by the Council to committees (other than formatting changes).
4. **notes** that Part D of the Register which contains sub-delegations from the Chief Executive to staff, is not included in this report as it does not require Council approval.

CONTEXT

The purpose of the Masterton District Council Delegations Register (the Register) is to define and authorise Council's delegations to:

- the Mayor;
- Council Committees;
- the Chief Executive; and
- directly to officers, where legislation prohibits sub-delegation.

The Register also includes sub-delegations (those from the Chief Executive to officers) in Part D. These are included in a standalone document.

The Register is divided into four parts:

- Part A contains the delegation of statutory and other delegations by the Council to the Chief Executive.
- Part B contains statutory delegations by the Council directly to officers under the Local Government (Rating) Act 2022 and the Resource Management Act 1991.

- Part C contains delegations by the Council to Committees. The content of this Part was approved by Council at its inaugural meeting on 26 October 2022.
- Part D contains the sub-delegation of most of the responsibilities, duties and powers delegated by the Chief Executive to officers. These delegations are set by the Chief Executive and do not require Council approval.

The Register was last updated in November 2022, with a review due date of November 2023.

ANALYSIS AND ADVICE

Legislative Context

The Council has certain statutory powers it can exercise and duties it must fulfil. Various statutes recognise that it is not efficient or practical for Elected Members to have to deal with every aspect of their functions, duties and powers and therefore provide Council with the legal authority to delegate to officers.

In particular, Council has the authority to delegate to officers under Schedule 7 clause 32 of the Local Government Act 2002. Clause 32 also sets out powers that cannot be delegated, as follows:

- (a) the power to make a rate; or
- (b) the power to make a bylaw; or
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or
- (d) the power to adopt a long-term plan, annual plan, or annual report; or
- (e) the power to appoint a chief executive; or
- (f) the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement; or
- (h) the power to adopt a remuneration and employment policy.

Council Delegations

Council has already adopted delegations to its Committees to support effective and efficient decision making (26 October 2022 meeting). Council delegations to the Chief Executive and staff are another important part of supporting Council's operations and decision-making.

Delegated authority enables the Chief Executive and officers to perform their roles. It also enables administrative efficiency and ensures timely conduct of Council's day to day business activities.

Acts requiring delegation from Council to the Chief Executive are included in Part A and B of the Register.

Most Acts of Parliament allow the Chief Executive the discretion to sub-delegate to council officers, provided he has the delegated power from the Council to do so. These are captured in Part D.

Some Acts of Parliament prescribe the way that delegations must be made and do not allow the Chief Executive to sub-delegate. These Acts, including the Resource Management Act 1991 (RMA 1991), require delegation from Council directly to officers. These Acts are included in Part B of the Delegations Register.

Whilst delegations enable the Chief Executive and officers to act, discretion is applied. The Chief Executive can choose to refer any matter to Council or a relevant Committee for decision. Similarly, under Part D of the Register, officers can choose to refer any matter to the Chief Executive for decision.

Delegations Policy

The Delegations Policy (the Policy) sets overarching principles for Council delegations. The Policy supports effective and efficient decision making, and timely conduct of Council business. The Policy and register are to be followed in conjunction with one another.

The key principles are:

- Council will delegate as many of its powers as possible within statutory limits to enable Council to focus on its governance role.
- Governance functions will only be delegated to sub-groups of elected members, not to employees or contractors.
- Activities that do not contain a governance component and are not limited by statutory restrictions, will be delegated to the Chief Executive. Where legislation prohibits sub-delegation, Council will delegate to the Chief Executive and the relevant staff position/s.
- Where Council is not able to delegate the power to make a decision, it may still delegate the power to make a recommendation.
- Council retains the right to act in any matter where delegated authority applies. Delegation does not remove the ultimate accountability of elected members for the affairs of Council.
- The Chief Executive may refer matters to the Council even where those matters are within their delegation if they believe a governance position is required.

Proposed amendments

A review of the Register has been undertaken. The proposed amendments to the Register are outlined below.

Parts A and B amendments

Proposed updates to reflect the new Executive Leadership Team structure confirmed in January 2024 which has resulted in changes to role titles and reporting lines. There have also been formatting updates to reflect the current MDC template/branding.

Part A amendments

Proposed amendment to broaden the existing Covid-19 Lockdown Emergency delegation. This would delegate all Council responsibilities, duties and powers, except those set out in paragraphs (a) to (h) of clause 32(1) of Schedule 7 of the Local Government Act 2002, to the Chief Executive in other emergency situations (e.g. an emergency event such as Cyclone Gabrielle). The following conditions would still apply:

- a) The delegated powers, duties and responsibilities may be exercised only in circumstances where, due to the nature of the event, the Council or its committees are unable or unavailable to hold meetings that comply with the requirements of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987;

- b) the Mayor and Deputy Mayor, if available, must be consulted regarding any decisions (if either the Mayor or Deputy Mayor are unavailable then every endeavour will be made to consult the Chair of the Infrastructure and Services Committee; if the Chair of the Infrastructure and Services Committee is unavailable then every endeavour will be made to consult one other Councillor; if both the Mayor and Deputy Mayor are unavailable, then every endeavour will be made to consult two Councillors, including the Chair of the Infrastructure and Services Committee if they are available);
- c) the delegation may only be used to attend to urgent matters; and
- d) in the event that the Chief Executive is unable to exercise the delegation due to nature of the event the Chief Executive's delegation will cascade to the acting Chief Executive; any decisions made will be reported to the next meeting of Council.

Part B amendments

Proposed additions to the Local Government (Rating) Act 2002 delegations from Council to officers to enable efficient decision making of new powers and responsibilities of Councils in relation to the rating of Māori land introduced by the Local Government (Rating of Whenua Māori) Amendment Act 2021. It is proposed these be delegated to the Chief Executive and General Manager Finance for reasons of efficiency and practicality.

Minor amendments have also been proposed to Resource Management Act 1991 delegations from Council to officers for reasons of efficiency and practicality.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
1	<p>Approve amendments to Parts A and B of the Delegations Register (recommended option)</p> <p>Supports effective and efficient decision making.</p> <p>Ensures Council's delegations are up to date and reflects current staff position titles.</p> <p>Urgent matters would be able to be attended to in emergency situations.</p>	<p>No disadvantages have been identified.</p>
2	<p>Do not approve amendments to Parts A and B of the Delegations Register</p> <p>No advantages identified.</p>	<p>May not support effective and efficient decision making.</p> <p>Some council delegations would be out of date (references staff position titles that no longer exist)</p> <p>Urgent matters may not be able to be attended to in emergency situations.</p>

RECOMMENDED OPTION

Option 1 is recommended. This option ensures the Register is up to date and supports effective and efficient decision making.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The delegations comply with the provisions of the Local Government Act 2002 (clause 32, Schedule 7), which empowers the Council to delegate to committees (or other sub-ordinate decision-making bodies), members or officers.

Significance, Engagement and Consultation

The decision to approve the Policy and Parts A and B of the Register has been assessed as not significant against Council's Significance and Engagement Policy.

The decision is procedural in nature to make appropriate provision for officers to perform their roles efficiently, and proposed delegations are allowed under legislation.

Financial Considerations

Approval of the Policy and the Delegations Register (Parts A and B) would enable officers to make financial decisions within the scope of the Register, supporting efficient and effective decision making.

Implications for Māori

Approval of proposed additions to the Local Government (Rating) Act 2002 delegations in Part B of the Register will enable efficient decision-making with regards to the rating of Māori Freehold Land.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change impacts or considerations arising from the approval of the Policy or the Register.

NEXT STEPS

The approved Delegations Policy and the Masterton District Council Delegations Register will be promulgated to officers, with the previous version being replaced.

ATTACHMENTS

1. **Delegations Register Draft Feb 2024** [↓](#) 

Delegations Register

Applicable to:	Masterton District Council Elected Members and Staff
Issued by:	Chief Executive
Last Approved:	August 2021 RMA updated in October 2021 Updated in September 2022 Updated in November 2022 Updated March 2024
Review Date:	March 2025
Contact Person:	General Manager Strategy and Development

Contents

1.	Introduction	5
2.	About this Register	5
2.1	Amendments to this Delegations Register	6
3.	Delegations Policy	6
3.1	Legal Framework	6
3.2	General Comments	6
3.3	Chief Executive	7
	Committees, Sub-Committees, Other Subordinate Decision-Making Bodies and Joint Committees	7
3.4	7
3.5	Member and Officer Delegations	8
4.	Part A: Statutory and Other Delegations from Council to the Chief Executive, Mayor and Named Positions.....	10
4.1	Restrictions	10
4.2	Mayoral Delegations	11
4.3	Emergency Delegation	11
5.	Part A - Sub-Part 1 – Legislative Delegations.....	12
5.1	Administration Act 1969	12
5.2	Amusement Devices Regulations 1978	12
5.3	Animal Welfare Act 1999	12
5.4	Arts Council of New Zealand Toi Aotearoa Act 2014.....	12
5.5	Biosecurity Act 1993 and any regulations made under that Act	12
5.6	Births, Deaths, Marriages, and Relationships Registration Act 1995.....	12
5.7	Building Act 2004.....	13
5.8	Building Research Levy Act 1969	13
5.9	Burial and Cremation Act 1964 (and any regulations made under that Act)	13
5.10	Bylaws Act 1910.....	13
5.11	Civil Defence Emergency Management Act 2002	13
5.12	Criminal Procedure Act 2011 and regulations made under that Act.....	13
5.13	Dog Control Act 1996 and any regulations made under that Act	14
5.14	Electricity Act 1992.....	14
5.15	Fencing Act 1978	14
5.16	Food Act 2014 and regulations made under that Act	14
5.17	Freedom Camping Act 2011.....	15
5.18	Gambling Act 2003.....	15
5.19	Gas Act 1992	15
5.20	Government Rooding Powers Act 1989.....	15
5.21	Hazardous Substances and New Organisms Act 1996 and any regulations made under this Act	15

5.22	Health Act 1956 and any regulations made under this Act (including without limitation the Camping-Grounds Regulations 1985, the Health (Registration Of Premises) Regulations 1966, the Health (Hairdressers) Regulations 1980 And The Health (Burial) Regulations 1946)	15
5.23	Heritage New Zealand Pouhere Taonga Act 2014	15
5.24	Housing Improvement Regulations 1947	16
5.25	Impounding Act 1955 and any regulations made under that Act	16
5.26	Land Act 1948	16
5.27	Land Drainage Act 1908	16
5.28	Land Transfer Act 2017	16
5.29	Land Transport Act 1998, and any rules and regulations made under that Act (including without limitation the Heavy Motor Vehicle Regulations 1974)	16
5.30	Land Transport Management Act 2003	16
5.31	Litter Act 1979	17
5.32	Local Authorities (Members' Interests) Act 1969	17
5.33	Local Government Act 1974	17
5.34	Local Government Act 2002	17
5.35	Local Government Official Information and Meetings Act 1987	18
5.36	Marine and Coastal Area (Takutai Moana) Act 2011	18
5.37	New Zealand Library Association Act 1939	18
5.38	Ombudsmen Act 1975	18
5.39	Plumbers, Gasfitters, and Drainlayers Act 2006	18
5.40	Postal Services Act 1998	18
5.41	Privacy Act 1993	18
5.42	Property Law Act 2007	19
5.43	Protected Disclosures Act 2000	19
5.44	Public Bodies Leases Act 1968	19
5.45	Public Records Act 2005	19
5.46	Public Works Act 1981	19
5.47	Rates Rebate Act 1973	19
5.48	Rating Valuations Act 1998 and any regulations made under this Act	19
5.49	Reserves Act 1977	19
5.50	Sale and Supply of Alcohol Act 2012	19
5.51	Summary Proceedings Act 1957 and any regulations made under this Act	19
5.52	Telecommunications Act 2001	19
5.53	Transport Act 1962 and any regulations made under this Act	19
5.54	Trespass Act 1980	20
5.55	Unit Titles Act 2000	20
5.56	Utilities Access Act 2010	20
5.57	Walking Access Act 2008	20
5.58	Waste Minimisation Act 2008	20
6.	Part A - Sub-Part 2 – Financial Delegations	21
6.1	Financial Management	21

6.2	Contracts And Expenditure Commitments	21
7.	Part A - Sub-Part 3: Other Matters	23
	Execute Documents under Common Seal	23
7.1	23
7.2	Legal Proceedings	23
7.3	Property – Acquisition and Disposal of Land (Including Interests in Land) and Consent.....	24
8.	Part A - Sub-Part 4 – Bylaws Delegations	25
	Masterton District Council Bylaws.....	25
8.1	25
9.	Part B: Statutory and Other Delegations to Officers.....	25
9.1	Local Government (Rating) Act 2002	26
9.2	Resource Management Act 1991	30
10.	Part C: Delegations by Council to Committees and Sub-Committees	45

1. Introduction

Masterton District Council / Te Kaunihera ā-rohe o Whakaoriori relies on a clear distinction between governance and management activities for effective operation.

Masterton District Council is comprised of:

- elected members, who have overall responsibility for Council decisions and activities;
- the Chief Executive, who is the sole employee of the elected members; and
- staff, who are employed by the Chief Executive.

Elected members are responsible for governance.

The Chief Executive is responsible for management activities, which includes implementing the governance decisions made by elected members.

To support the efficient and effective operation of Masterton District Council, the Chief Executive sub- delegates management activities.

2. About this Register

This Delegations Register is divided into four parts.

PART A contains the delegation by the Council to named positions including the Chief Executive and Mayor. These include many of the responsibilities, duties and powers imposed on the Council by Acts, regulations, and bylaws made by the Council, together with delegations in respect of financial management, property transactions (including leases and licences), and other matters such as dealing with legal proceedings and the settlement of claims.

These delegations may be sub-delegated by the Chief Executive, unless this is expressly prohibited in Part A.

These delegations may be sub-delegated, unless this is expressly excluded in Part A.

PART B contains delegations by the Council to officers, in particular under the Local Government (Rating) Act 2002 and the Resource Management Act 1991. These delegations are made directly to officers (rather than being delegated to the Chief Executive and then sub-delegated to officers) as the powers in these Acts cannot be sub-delegated.

PART C contains delegations by the Council to Committees and Council Committees. This is an efficient way in which to spread the responsibilities of decision-making among elected members and officers. Depending on the nature of the authority delegated to them, these bodies will either have the power to consider and recommend or to consider and make decisions in respect of the matters they deal with. They, like the Council, must comply with the decision-making requirements set out in part 6 of the Local Government Act 2002.

PART D contains the sub-delegation of most of the responsibilities, duties and powers delegated by the Council to the Chief Executive. This is consistent with the principle behind the delegations register, referred to in the Delegations Policy which is to delegate decision-making to the lowest competent level. Generally, these sub-delegations may not be further sub-delegated under Part C. Part D is contained in a standalone document.

PARTS A, B AND D expressly exclude any power, responsibility or duty that has been delegated to a Committee, Subcommittee (including an Officer Subcommittee), Council Hearings Panel or other subordinate decision-making body.

In addition, in Section 3 below, the Register includes the Council's delegations policy, which frames the content of the Register.

2.1 Amendments to this Delegations Register

This Delegations Register is maintained by the Policy team, whose staff may amend it only to:

- Give effect to any Council resolution with respect to Parts A, B or C.
- Give effect to any written instruction to that effect given by the Chief Executive with respect to Part D.
- Make any typographical or grammatical corrections.

3. Delegations Policy

3.1 Legal Framework

Schedule 7, clause 32 of the Local Government Act 2002 (LGA) sets out Council's authority to delegate its responsibilities, duties or powers to subordinate decision-making bodies or officers.

Unless expressly provided otherwise in the LGA, or in any other Act, the Council is able to, and will, delegate to a committee or other subordinate decision-making body, community board, or member or officer of the Council any of its responsibilities, duties or powers except the power to:

- make a rate; or
- make a bylaw; or
- borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or
- adopt a long-term plan, annual plan, or annual report; or
- appoint a Chief Executive; or
- adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement; or
- the power to adopt a remuneration and employment policy.

3.2 General Comments

The Council supports the principle of delegating decision-making to the lowest competent level. This makes best use of the abilities of elected members, ensuring the cost-effective use of resources and promoting the development of efficient and effective management.

A committee, or other subordinate decision-making body, or member or officer of the local authority may sub-delegate any of its responsibilities, duties or powers to a subcommittee or person, subject to any conditions, limitations, or prohibitions imposed by whichever body made the original delegation. The Council may also delegate to any other local authority, organisation or person the enforcement, inspection, licensing and administration related to the Council's bylaws and other regulatory matters.

To avoid doubt, no delegation relieves the body or person making the delegation of the liability or legal responsibility to perform or ensure performance of the function or duty being delegated. The Council may have the power to delegate under enactments other than the Local Government Act 2002.

Any delegation made includes any ancillary responsibilities, duties or powers necessary to give effect to that delegation.

Unless specifically time-limited, a delegation will continue in force until specifically revoked, or varied by the delegator or the Council.

Unless a valid delegation in respect of a matter has been made, any decision required in respect of that matter can only be made by the Council at an ordinary or extraordinary meeting.

3.3 Chief Executive

The Masterton District Council is a local authority under the Local Government Act 2002. Elected members and the Mayor make up the Council's governing body, which is responsible and democratically accountable for decision-making. Masterton District Council has also appointed iwi representatives.

The governing body appoints only one employee, the Chief Executive. He or she negotiates the terms of employment and employs all Council staff. The Chief Executive is the Council's principal administrative officer.

The Chief Executive is responsible for implementing the decisions of the Council and ensuring that all responsibilities, duties and powers delegated to him or her, or to any person employed by the Council, are properly performed or exercised. This includes those imposed or conferred by an Act, regulation or bylaw.

The Chief Executive may sub-delegate to any other officer of the Council any of his or her powers, except the power to delegate or any power that is subject to a prohibition on delegation. Further sub-delegations are not permitted under the Local Government Act 2002.

The Chief Executive can also delegate any powers in an Act or regulation that are directly conferred on the Chief Executive.

3.4 Committees, Sub-Committees, Other Subordinate Decision-Making Bodies and Joint Committees

The Council may appoint committees, sub-committees, and other subordinate decision-making bodies that it considers appropriate. It may also appoint a joint committee with another local authority or other public body.

Any of the Council's responsibilities, duties or powers other than those referred to above may be delegated to a committee, sub-committee or other subordinate decision-making body.

A committee or other subordinate decision-making body may appoint the sub-committees that it considers appropriate unless the Council prohibits it from doing so.

Committees or other subordinate decision-making bodies are subject in all things to the control of the Council. They must carry out all general and special directions of the Council given in relation to them. Sub-committees are subject in the same way to the committees that appointed them.

The Council or a committee is not entitled to rescind or amend a decision made under delegated authority by a committee, a sub-committee, or another subordinate decision-making body.

All such bodies are, unless the Council resolves otherwise, deemed to be discharged on the coming into office of elected members at the next triennial election after the committees, sub-committees, or other subordinate bodies were appointed. Unless such a resolution is made, delegated powers will lapse on discharge of the body concerned.

These entities may, without confirmation by the Council or committee or body that made the delegation, exercise those delegations in the same way as the Council could have done.

3.5 Member and Officer Delegations

For the purpose of this Policy:

- "officer" means a named person, or the person who is for the time being the holder of a specified office;
- "member" in relation to a community board, means a member appointed or elected to that board and in relation to a local authority means a member of the governing body of the Council, including the Mayor.

The Council may delegate to a member or officer of the Council any of its responsibilities, duties or powers other than those referred to in the 'Legal Framework' section of this policy. Such delegations may be sub-delegated to another person, subject to such sub-delegations being lawful, and any conditions, limitations, or prohibitions imposed by the Council or by the committee, body or person that made the original delegation.

An officer may sub-delegate to another officer of the Council any of his or her powers delegated by the Council to that officer, except:

- the power to delegate; or
- any power delegated to the officer that is subject to a prohibition on delegation; or
- any power under an enactment where the enactment expressly prohibits the delegation of the power.

Effectively, this means that only one sub-delegation of a power is permitted (typically from the Chief Executive to an officer).

An officer to whom any responsibilities, duties or powers are delegated may exercise them in the same way and with the same effect as the delegating officer could have done.

Unless specified otherwise in the Delegations Register, delegations to an officer holding a named position may be exercised by all officers in a direct line of authority above that officer. This applies also to any officer who performs or exercises the same or a substantially similar role or function, whatever the name of his or her position.

A delegated authority must be exercised in accordance with all relevant Council policies and conditions, such as financial limits and process and reporting requirements.

Where an officer is in a position in an acting capacity, the officer may exercise the delegations to that position. The officer should typically state that he or she is exercising the delegation in an acting capacity.

Where there is any ambiguity between the wording of a legislative function and the delegation of that function to an officer, the wording of the legislation will prevail. A delegation made under legislation that is subsequently repealed will be read as a delegation made, with or without modification, under any replacement or corresponding legislation.

Responsibilities, duties or powers under the Resource Management Act 1991 and the Local Government (Rating) Act 2002 delegated by the Council to officers, including the chief executive, may not be sub-delegated.

The delegation of a responsibility, duty or power is the granting of authority to exercise that responsibility, duty or power, not a compulsion to do so (either at all or in a particular case). Whether or not to exercise a delegated authority may depend on the circumstances of a particular matter or the job description of the officer concerned. Where the authority is granted to a number of officers employed in different activity areas of the Council, it will be up to the managers of the activity area(s) concerned to ensure that the authority is exercised consistently across all of those activity areas.

4. Part A: Statutory and Other Delegations from Council to the Chief Executive, Mayor and Named Positions

For the purpose of performing his or her duties, the Council delegates to the Chief Executive all of its responsibilities, duties and powers in any enactment or bylaw, subject to the restrictions set out in the sub-parts and tables in this Part and any restrictions in legislation.

These delegations exclude any power, responsibility or duty that has been delegated to a Community Board, Committee, Subcommittee (including an Officer Subcommittee), Council Hearings Panel or other subordinate decision-making body as set out in Part C.

These delegations are also conferred on any person appointed as Acting Chief Executive during the Chief Executive's absence. The Acting Chief Executive should typically state that he or she is exercising the delegation in an acting capacity.

The Chief Executive may sub-delegate any of these responsibilities, duties, or powers unless this is expressly prohibited by law or as set out in the sub-parts and tables in this Part.

Delegations to an officer holding a named position may be exercised by all officers in a direct line of authority above that officer. This applies also to any officer who performs or exercises the same or a substantially similar role or function, whatever the name of his or her position.

Where an officer is in a position in an acting capacity, the officer may exercise the delegations to that position. The officer should typically state that he or she is exercising the delegation in an acting capacity.

4.1 Restrictions

Under clause 32, Schedule 7 of the Local Government Act 2002 (LGA), Council may not delegate authority to:

- make a rate;
- make a bylaw;
- borrow money or purchase or dispose of assets other than as approved in the Long-Term Plan (LTP);
- adopt an LTP, Annual Plan or Annual Report;
- appoint a Chief Executive;
- adopt policies required to be adopted and consulted on under the LGA in association with the LTP or developed for the purpose of the Local Governance Statement; or
- adopt a remuneration and employment policy.

In addition, Council cannot delegate:

- the power to make a final decision to reject or modify a recommendation from the Ombudsman, as per Section 32 of the Local Government Official Information and Meeting Act 1987 (LGOIMA);
- to an employee or any other person, the power under the Resource Management Act 1991 (RMA):
 - to approve a proposed policy statement or plan under Schedule 1 (clause 17); or
 - to delegate (for the avoidance of doubt, these powers may be delegated to a Council Committee).

- any other matter where legislation requires a Council resolution, including, but not limited to:
 - removing the Deputy Mayor or a committee chairperson from office;
 - approving or amending Council's Standing Orders;
 - approving or amending Council's Elected Member Code of Conduct;
 - determining the structure, terms of reference and delegated authorities of committees;
 - establishing a joint committee with another local authority or public body;
 - adopting the Triennial Agreement;
 - setting fees and charges; and
 - declaring a reserve under the Reserves Act 1977 (s.14).

4.2 Mayoral Delegations

Council delegates authority to the Mayor to:

- appoint any staff member as an authorised staff member for the purpose of signing Council documents during the absence of both the Chief Executive and the Acting Chief Executive;
- operate the Mayoral Fund; and
- approve the attendance of Councillors and the Chief Executive at seminars and training courses.

4.3 Emergency Delegation

Council delegates all responsibilities, duties and powers of the Council, except those set out in paragraphs (a) to (h) of clause 32(1) of Schedule 7 of the Local Government Act 2002, to the Chief Executive, subject to the following conditions:

- a) The delegated powers, duties and responsibilities may be exercised only in circumstances where, due to the nature of an emergency, the Council or its committees are unable or unavailable to hold meetings that comply with the requirements of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987;
- b) the Mayor and Deputy Mayor, if available, must be consulted regarding any decisions (if either the Mayor or Deputy Mayor are unavailable then every endeavour will be made to consult the Chair of the Infrastructure and Services Committee; if the Chair of the Infrastructure and Services Committee is unavailable then every endeavour will be made to consult one other Councillor; if both the Mayor and Deputy Mayor are unavailable, then every endeavour will be made to consult two Councillors, including the Chair of the Infrastructure and Services Committee if they are available);
- c) the delegation may only be used to attend to urgent matters; and
- d) in the event that the Chief Executive is unable to exercise the delegation due to the emergency the Chief Executive's delegation will cascade to the acting Chief Executive; any decisions made will be reported to the next meeting of Council.

Examples of such emergencies include a pandemic (e.g. Covid-19 Lockdown) or a major natural disaster (e.g. Cyclone Gabrielle).

5. Part A - Sub-Part 1 – Legislative Delegations

In accordance with the delegation set out at the beginning of Part A, the Chief Executive has delegated authority for all powers, duties and responsibilities conferred by statute and regulation. This includes, but is not limited to, the list below. This authority specifically excludes the power to adopt plans, strategies, policies or bylaws (and any powers, duties or responsibilities that cannot by law be delegated).

5.1 Administration Act 1969

Delegation

All of its responsibilities, duties, and powers under this Act.

5.2 Amusement Devices Regulations 1978

Delegation

All of its responsibilities, duties, and powers under these regulations.

5.3 Animal Welfare Act 1999

Delegation

All of its responsibilities, duties, and powers under this Act except the power to nominate a member of an animal ethics committee under section 101.

5.4 Arts Council of New Zealand Toi Aotearoa Act 2014

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) the allocation of funds to community arts projects;
- (b) consenting to a representative of the local authority to be a member of the community arts council under section 18(2); and
- (c) making a grant under section 18(2)(b).

5.5 Biosecurity Act 1993 and any regulations made under that Act

Delegation

All of its responsibilities, duties, and powers under this Act and regulations made under this Act except the power to set and assess rates; and

- (a) the power to transfer the performance of an operation under this Act to another local authority.

5.6 Births, Deaths, Marriages, and Relationships Registration Act 1995

Delegation

The power under section 75E to request the Registrar-General to provide a copy of all entries made in the access register in relation to any person.

5.7 Building Act 2004

Delegation

All of its responsibilities, duties, and powers under this Act and regulations.

5.8 Building Research Levy Act 1969

Delegation

If the Council has been appointed an agent under section 9, receiving any levies payable.

5.9 Burial and Cremation Act 1964 (and any regulations made under that Act)

Delegation

All of its responsibilities, duties and powers under this Act and regulations made under this Act except:

- (a) naming of cemeteries under section 7;
- (b) making of bylaws under section 16;
- (c) erecting a crematorium under sections 38 and 39; and
- (d) making of bylaws under section 40.

5.10 Bylaws Act 1910

Delegation

The duty to give public notice under section 12(8).

5.11 Civil Defence Emergency Management Act 2002

Delegation

All the duties of a local authority under section 64.

5.12 Criminal Procedure Act 2011 and regulations made under that Act

Delegation

All of its responsibilities, duties, and powers under this Act and regulations made under this Act.

5.13 Dog Control Act 1996 and any regulations made under that Act

Delegation
<p>All of its responsibilities, duties, and powers under this Act and regulations made under this Act except:</p> <ul style="list-style-type: none"> (a) making grants under section 6(2)(b); (b) appointing a joint committee under section 7; (c) adopting a dog control policy under section 10, and reviewing the dog control policy under section 10AA; (d) entering into a written agreement under section 16(2) with another territorial authority in respect of dog control services; (e) making dog control bylaws under section 20; (f) hearing and determining an objection to a probationary owner classification under section 22; (g) terminating a probationary owner classification under section 23; (h) hearing and determining an objection to a disqualified owner classification under section 26; (i) hearing and determining an objection to a dangerous dog classification under section 31; (j) determining an objection to a menacing dog classification under sections 33B or 33D; (k) setting dog control fees under section 37; (l) hearing and determining an objection to a barking dog notice under section 55; (m) entering into an agreement with another territorial authority for the provision of pound facilities under section 67 (limited to short term or temporary arrangements) and (n) setting pound fees under section 68.

5.14 Electricity Act 1992

Delegation
All of its responsibilities, duties, and powers under this Act.

5.15 Fencing Act 1978

Delegation
All of its responsibilities, duties, and powers under this Act.

5.16 Food Act 2014 and regulations made under that Act

Delegation
<p>All of its responsibilities, duties, and powers under this Act, and these regulations, except:</p> <ul style="list-style-type: none"> (a) the decision to combine with one (1) or more territorial authorities for the purpose of performing the function of a registration authority under section 173(2); (b) transferring the Council's functions, duties, and powers under section 176; (c) transferring the Council's functions, duties, and powers under section 179; (d) changing or revoking a transfer under section 182; and (e) setting fees under section 205.

5.17 Freedom Camping Act 2011

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) making bylaws under section 11; and
- (b) reviewing bylaws under section 13.

5.18 Gambling Act 2003

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) granting consent under section 100 (otherwise than in accordance with the Council's policy on class 4 venues); and
- (b) adopting a policy on class 4 venues under sections 101 and 102.

5.19 Gas Act 1992

Delegation

All of its responsibilities, duties, and powers under this Act.

5.20 Government Rading Powers Act 1989

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) consenting to a delegation made by the New Zealand Transport Agency under section 62(1);
- (b) surrendering delegated powers and duties under section 63; and
- (c) requests to New Zealand Transport Agency under section 81 in respect of motorways.

5.21 Hazardous Substances and New Organisms Act 1996 and any regulations made under this Act

Delegation

All of its responsibilities, duties, and powers under this Act.

5.22 Health Act 1956 and any regulations made under this Act (including without limitation the Camping-Grounds Regulations 1985, the Health (Registration Of Premises) Regulations 1966, the Health (Hairdressers) Regulations 1980 And The Health (Burial) Regulations 1946)

Delegation

All of its responsibilities, duties, and powers under this Act and regulations made under this Act except:

- (a) borrowing money under section 27 otherwise than in accordance with the Long Term Plan;
- (b) making bylaws under section 64;
- (c) the powers and functions under the Housing Improvement Regulations 1947 that may not be delegated as set out in regulation 22;
- (d) setting fees under regulation 13 of the Health (Burial) Regulations 1946; and
- (e) setting fees under regulation 7 of the Health (Registration of Premises) Regulations 1966.

5.23 Heritage New Zealand Pouhere Taonga Act 2014

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) making written comments on a draft statement under section 17;
- (b) making a written submission on an application under section 69;
- (c) making contributions to funds of Heritage New Zealand Pouhere Taonga under section 97; and
- (d) transferring land to Heritage New Zealand Pouhere Taonga under section 98.

5.24 Housing Improvement Regulations 1947

Delegation

To determine the minimum standards of fitness for houses where required under the provisions of Part 1 of these Regulations.

5.25 Impounding Act 1955 and any regulations made under that Act

Delegation

All of its responsibilities, duties, and powers under this Act, and these regulations, except:

- (a) setting poundage fees and sustenance charges under section 14; and
- (b) declaring, under section 34, that section 33 does not apply to a specified road in the district.

5.26 Land Act 1948

Delegation

All of its responsibilities, duties, and powers under this Act.

5.27 Land Drainage Act 1908

Delegation

All of its responsibilities, duties, and powers under this Act except the power to subdivide drainage districts under section 16.

5.28 Land Transfer Act 2017

Delegation

All of its responsibilities, duties, and powers under this Act.

5.29 Land Transport Act 1998, and any rules and regulations made under that Act (including without limitation the Heavy Motor Vehicle Regulations 1974)

Delegation

All of its responsibilities, duties, and powers under this Act, and regulations and rules made under this Act except:

- (a) the power to direct that any heavy traffic, or any specified kind of heavy traffic may not proceed between any 2 places in accordance with section 16A;
- (b) making bylaws under sections 22AB to 22AD; and
- (c) making bylaws setting speed limits and designating urban traffic areas under the Land Transport Rule: Setting of Speed Limits 2003.

5.30 Land Transport Management Act 2003

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) making submissions when consulted on the regional land transport programme under section 18;
- (b) making submissions when consulted on the declaration of state highways under section 103; and
- (c) appointing a person to represent the Council on the regional transport committee under section 105.

5.31 Litter Act 1979

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) hearing objections under section 10;
- (b) making grants under section 11;
- (c) making bylaws under section 12, and
- (d) adopting an infringement notice regime under section 13.

5.32 Local Authorities (Members' Interests) Act 1969

Delegation

All of its powers under section 3.

5.33 Local Government Act 1974

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) vesting property in a road in the New Zealand Transport Agency under section 316;
- (b) declaring a specified road or part of a specified road to be a pedestrian mall under section 336 and revoking any such declaration;
- (c) making bylaws under section 344(9) relating to swing gates and cattle stops under that section;
- (d) declaring a limited access road under section 346;
- (e) declaring land to be single parcels of land under section 346D;
- (f) declaring any private road or right of way to be a public road under section 349;
- (g) granting consent under section 354 in relation to a cellar or other excavation;
- (h) establishing toll gates and collecting tolls under section 361;
- (i) resolving to construct a private drain through adjoining premises under section 460;
- (j) declaring a private drain to be a public drain under section 462; and
- (k) making bylaws under section 517 relating to land drainage works.

5.34 Local Government Act 2002

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) those set out in clause 32(1)(a) to (f) of Schedule 7;
- (b) exempting a small organisation under section 7;
- (c) entering into a triennial agreement under section 15;
- (d) transferring responsibilities under section 17;
- (e) reviewing the delivery of services under section 17A;
- (f) establishing a community board under section 49;
- (g) establishing a council controlled organisation under section 56;
- (h) appointing directors to council organisations under section 57;
- (i) agreeing to any statement of intent of a council organisation under Schedule 8;
- (j) adopting assessments of water and other sanitary services under section 125;
- (k) prescribing fees under section 150;
- (l) making determinations under section 155;
- (m) reviewing a bylaw under section 160;
- (n) transferring a bylaw-making power under section 161;
- (o) appointing a member under section 249(2); and making a reorganisation proposal under clause 3 of Schedule 3.

5.35 Local Government Official Information and Meetings Act 1987

Delegation

As set out in section 42, all of its powers under Parts 2 to 5 of this Act except any power specified in section 32.

Under section 43(1), the Chief Executive is specifically authorised to sub-delegate all or any of these powers.

Under section 44A, power to issue a Land Information Memorandum (LIM).

5.36 Marine and Coastal Area (Takutai Moana) Act 2011

Delegation

All of its responsibilities, duties, and powers under this Act.

5.37 New Zealand Library Association Act 1939

Delegation

All of its responsibilities, duties, and powers under this Act.

5.38 Ombudsmen Act 1975

Delegation

All of its responsibilities, duties, and powers under this Act.

5.39 Plumbers, Gasfitters, and Drainlayers Act 2006

Delegation

All of its powers under section 91.

5.40 Postal Services Act 1998

Delegation

All of its responsibilities, duties, and powers under this Act.

5.41 Privacy Act 1993

Delegation

As set out in section 124, all of its powers under this Act. Under section 125, the Chief Executive is specifically authorised to sub-delegate all or any of these powers.

5.42 Property Law Act 2007

Delegation
All of its responsibilities, duties, and powers under this Act.

5.43 Protected Disclosures Act 2000

Delegation
All of its responsibilities, duties, and powers under this Act.

5.44 Public Bodies Leases Act 1968

Delegation
All of its responsibilities, duties, and powers under this Act.

5.45 Public Records Act 2005

Delegation
All of its responsibilities, duties, and powers under this Act.

5.46 Public Works Act 1981

Delegation
All of its responsibilities, duties, and powers under this Act.

5.47 Rates Rebate Act 1973

Delegation
All of its responsibilities, duties, and powers under this Act.

5.48 Rating Valuations Act 1998 and any regulations made under this Act

Delegation
All of its responsibilities, duties, and powers under this Act and regulations.

5.49 Reserves Act 1977

Delegation
All of its responsibilities, duties, and powers under this Act, including the powers and duties of the Minister which have been delegated to the Council under the Instrument of Delegation for Territorial Authorities with the exception of those delegated to a Committee of Council. For the avoidance of doubt, all powers requiring a resolution by Council in order to be enacted are retained by Council.

5.50 Sale and Supply of Alcohol Act 2012

Delegation
The Chief Executive has the Council's general authority to delegate to any person any of the Chief Executive's functions, powers and duties under the Sale and Supply of Alcohol Act 2012. The power under section 197 (5) to appoint a chief licensing inspector.

5.51 Summary Proceedings Act 1957 and any regulations made under this Act

Delegation
All of its responsibilities, duties, and powers under this Act and regulations made under this Act.

5.52 Telecommunications Act 2001

Delegation
All of its responsibilities, duties, and powers under this Act.

5.53 Transport Act 1962 and any regulations made under this Act

Delegation

All of its responsibilities, duties, and powers under this Act.

5.54 Trespass Act 1980

Delegation

All of its responsibilities, duties, and powers under this Act. The Chief Executive is the person in lawful occupation of land owned, occupied or controlled by the Council.

5.55 Unit Titles Act 2000

Delegation

All of its responsibilities, duties, and powers under this Act.

5.56 Utilities Access Act 2010

Delegation

All of its responsibilities, duties, and powers under this Act.

5.57 Walking Access Act 2008

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) the decision to give written consent as an administering authority under section 21;
- (b) the decision to agree to be a controlling authority of a walkway on public land (or not as the case may be) under section 36;
- (c) setting and imposing charges under section 37;
- (d) the decision to agree with the Commission's decision to revoke a walkway; and
- (e) making bylaws under section 68.

5.58 Waste Minimisation Act 2008

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) adopting a waste management and minimisation plan under section 43;
- (b) setting fees in accordance with section 46;
- (c) making grants under section 47;
- (d) reviewing the waste management and minimisation plan under section 50;
- (e) making bylaws under section 56; and
- (f) reviewing bylaws under section 58.

6. Part A - Sub-Part 2 – Financial Delegations

The Chief Executive has delegated authority for the following:

6.1 Financial Management

Delegation
Management of Masterton District Council finances within the Council-approved annual budget.
Opening and operating accounts with Masterton District Council's selected banker as necessary for the conduct of Masterton District Council business.
Reviewing the services provided by the selected banker, open and operate accounts with, and accept banking services from, other registered banks (if and when required).
Investing Masterton District Council funds in accordance with investment policies, strategies, limits and security requirements, as stated in Masterton District Council's approved Treasury Management Policy.
Monitoring the circumstances of approved institutions and report back to Council should they be, or appear likely to be required to be, excluded from use for investment purposes.
Authorising payments.
Maximum daily transaction amount (borrowing, investing, interest rate risk management and cash management) excludes roll-overs on debt and interest rate swaps. \$20 million Limit.
Manage cash/liquidity requirements (as per risk control limits)
Facilitate Masterton District Council's borrowing, in accordance with the approved Treasury Management Policy.
Write off sundry debts up to \$20,000.
Write off rates debt up to \$5,000.
Sub-delegation of financial delegations to other staff, subject to terms and restrictions as they see fit.
Vote on the Annual General Meeting resolutions of the Local Government Funding Agency and Civic Financial Services Limited, subject to reporting any significant changes to Council's risk in holding these investments.

6.2 Contracts And Expenditure Commitments

The following table sets out delegated responsibilities for contracts and other commitments to expenditure that relate to the supply of goods and services on behalf of Masterton District Council.

Delegation
Go to market, award and sign contracts up to \$1,000,000 that have been budgeted for in the Annual Plan or will commence in the relevant year of the Long-Term Plan, plus/minus to a maximum of 5% more than the existing budget at the activity level.
Vary contracts up to a maximum of 15% of the amount awarded or budgeted in the Plan.
Unplanned expenditure within the overall existing budget, or expenditure budgeted outside of the current financial year, up to \$150,000 (excluding emergency events). Any one-off expenditure of \$50,000 or more will be reported to the Audit and Risk Committee. <i>[This is consistent with Council's procurement policy which requires procurement exceptions of \$50,000 or more to be reported to Audit and Risk]</i>
Unplanned expenditure in response to emergency events, up to \$200,000 per event, excluding any items covered by the Roading Flood Damage Fund. For the purpose of this activity, emergency events are those that require Council to apply resource as a first responder, for example in the event of flood or major fire. A register of expenditure that falls within this category to be kept and made available upon request.

Where the Council has accepted a contract by resolution, the authorisation of work and approval of payments for that work is delegated. The total of payments under those contracts can vary up to 15% of the contract value before being brought back to Council for approval.

7. Part A - Sub-Part 3: Other Matters

7.1 Execute Documents under Common Seal

Council authorises any two of the following are authorised to execute documents under seal:

- Mayor
- Deputy Mayor
- Chief Executive
- General Manager Infrastructure and Assets
- General Manager Finance
- General Manager Strategy and Development
- General Manager Community.

Unless otherwise stated, all use of the Common Seal will require the signatures of either the Mayor or Deputy Mayor, and the Chief Executive, or one of the delegated senior managers.

For matters relating to section 174(1) of the Local Government Act 2002, the Common Seal may be affixed by the Chief Executive, and General Manager Community, General Manager Strategy and Development or the General Manager Infrastructure and Assets.

For matters relating to section 80 of the Local Government (Rating) Act 2002, the Common Seal may be affixed by the Chief Executive and General Manager Finance.

All use of the seal will be reported to Council.

7.2 Legal Proceedings

The Chief Executive has delegated authority for the following:

Delegation
Authority to manage and defend potential and actual legal claims (including judicial review and injunction proceedings) made against the Council. Note that the settlement of any claims over \$100,000 must be approved by Council, or a Committee that has been delegated authority by Council to settle a claim ¹ .
Authority to defend a claim made against the Council in any New Zealand Tribunal including the Disputes Tribunal and the Tenancy Tribunal).
Authority to commence legal proceedings (without limitation including any prosecutions) on the Council's behalf in any New Zealand Court or Tribunal.
Authority to determine to make a claim on the Council's behalf by way of application to any New Zealand Tribunal including the Disputes Tribunal and the Tenancy Tribunal).
Authority to take all steps necessary to enforce any Court judgment in favour of the Council, and to recover debts owing to the Council.

7.3 Property – Acquisition and Disposal of Land (Including Interests in Land) and Consent

The Chief Executive has delegated authority for the following:

Delegation
Authority to negotiate, enter into, implement, vary, enforce and cancel contracts, leases and licences with other parties on behalf of the Council for the acquisition of land (including interests in land) or the disposition of land (including interests in land) owned by the Council, and to sign all required documentation except deeds.
Power to engage such consultants or contractors considered necessary as part of the process to acquire or dispose of land (including interests in land).
Power to determine, administer and implement the appropriate process for the disposition of Council owned land (including interests in land).
Power to give consent or act on behalf of the Council as the registered proprietor or occupier of land/affected person/person/applicant/submitter.
<p>Limitations:</p> <p>All of the above delegations are subject to the terms of the General Financial Delegation to the Chief Executive.</p> <p>All of the above delegations are subject to all applicable Council policy, including Council's Significance and Engagement Policy.</p> <p>All of the above delegations are subject to any specific statutory requirements, including the requirement that with regard to the acquisition and disposal of assets, the transaction being in accordance with the long-term plan.</p>

¹ Note that Council may choose to delegate an amount in excess of \$100,000 for any specific legal proceeding² Note that deeds including a Deed of Guarantee, Deed of Lease or Deed of Covenant to be executed by Council under the Property Law Act 2007 must be signed by two elected members.

8. Part A - Sub-Part 4 – Bylaws Delegations

8.1 Masterton District Council Bylaws

The Chief Executive has delegated authority for the following:

Delegation
All functions, duties and powers under any Masterton District Council Bylaw and Bylaws made jointly with other councils.

9. Part B: Statutory and Other Delegations to Officers

The Council delegates to the persons who hold the positions as set out below, the following responsibilities, duties, and powers as set out in the sub-parts and tables in this Part.

Unless otherwise specified, these delegations exclude any power, responsibility or duty that has been delegated to a Committee, Subcommittee (including an Officer Subcommittee), Council Hearings Panel or other subordinate decision-making body.

In addition to the person who holds the relevant position set out below, a delegation is conferred on:

- all officers in a direct line of authority above that person;
- any officer who performs or exercises the same or a substantially similar role or function as that person, whatever the name of the officer’s position; and
- any person operating in an acting capacity for the relevant position. The officer should typically state that he or she is exercising the delegation in an acting capacity.

All powers included in Part B cannot be sub-delegated.

All delegations are made severally unless specified otherwise (i.e., the delegation can be exercised by the officer acting alone).

9.1 Local Government (Rating) Act 2002

Section	Activity	Delegation
	<p>Exercise of functions, powers or duties conferred by the Local Government (Rating) Act 2002, except those activities that require a Council resolution.</p> <p><i>Restriction: Delegations under the Local Government (Rating) Act 2002 cannot be sub-delegated.</i></p>	<p>Chief Executive <i>(all provisions, whether or not listed in the remainder of this table)</i></p> <p>General Manager Finance <i>(all provisions, whether or not listed in the remainder of this table)</i></p> <p>Revenue Manager <i>(only for those Sections specified below)</i></p>
s.20A	Power to apply to the Registrar of the Māori Land Court for a determination on rating units of Māori Freehold Land.	Chief Executive General Manager Finance
s.23	Duty to make resolution setting rates publicly available on an Internet site maintained by the Council.	Chief Executive General Manager Finance
s.27	Powers and duties in relation to keeping and maintaining a rating information database and making same available for searching as specified; recording information for different parts of a rating unit as necessary.	Chief Executive General Manager Finance
s.28	Duties in relation to making the rating information database available for inspection as specified.	General Manager Finance
s.28A	Duties in relation to making the complete rating information database available/including information required.	Revenue Manager
s.28B	Powers and duties in relation to informing/giving written notice to every owner in the rating information database of certain rights.	
s.28C	Duties in relation to the removal/restoration of relevant particulars from the database and notification requirements.	
s.29	Duty to notify an objector of its decision and, if objection upheld, make correction and advise the ratepayer.	
s.33	Duty to update the rating information database upon receiving notice.	
s.35	Duties in relation to removing the name of a person entered as a ratepayer under circumstances described.	
s.37	Duties in relation to keeping and maintaining rates records for each rating unit as provided.	

Section	Activity	Delegation
s.38	Powers and duties in relation to having rates records available for inspection.	
s.39	Duties where an objection is lodged by a ratepayer.	
s.40	Power to correct an error in the rating information database or rates records.	Chief Executive General Manager Finance
s.41-41A	Duties in relation to issuing amended rates assessments, giving refunds and recovering excess rates payable in the circumstances specified.	Chief Executive General Manager Finance
s.42	Powers and duties in respect of recovering additional rates from a ratepayer in the circumstances specified.	Chief Executive General Manager Finance
s.43	Duty to assess rates in accordance with those items specified.	Chief Executive General Manager Finance
s.44	Duty to deliver a rates assessment to a ratepayer to give notice of the ratepayer's liability for rates on a rating unit.	Chief Executive General Manager Finance
s.45	Duties re identifying clearly on all rates assessments the information set out/providing the information required.	Revenue Manager
s.46	Duty to deliver to the ratepayer a rates invoice for the rating unit as set out.	
s.47	Duty to deliver an amended invoice to the ratepayer setting out the correct liability as to the amount of rates due for the rating period.	
s.48-49	Powers and duties in relation to delivery of rates assessment and rates invoice within the timeframe specified.	
s.50	Power to deliver a rates invoice for not more than 25% of the rates payable in the previous year in the form and circumstances prescribed.	
s.51	Power to deliver a combined rates assessment invoice in the form and circumstances prescribed.	
s.52	Power to agree to any method of payment of rates.	
s.53	Power to appoint person/local authority to collect the rates the Council assesses. Power to agree to any other arrangement for the delivery of rates assessments and invoices and for the collection of rates if certain requirements are met.	
s.54	Power and duty in relation to decision not to collect small amounts of rates if uneconomic to collect.	Chief Executive General Manager Finance
s.56	Duty to credit rates payment as specified.	Chief Executive General Manager Finance
s.61	Power to recover rates from the owner of the rating unit if the ratepayer (other than the owner) defaults.	Revenue Manager
s.62	Power to notify persons identified of the matters specified and accept payment or recover payment as specified.	
s.62A	Duty to deliver rates assessment and rates invoice to the person actually using the land as set out.	

Section	Activity	Delegation
s.63	Power to commence proceedings to recover as a debt rate unpaid as specified; recover any other unpaid rates in respect of the same rating unit as specified.	
s.64	Power to serve summons by public notice in the circumstances described; Power to add the cost of public notification to the unpaid rates.	
s.65	Duty re commencing action to recover unpaid rates within prescribed time limit.	
s.66	Power to consent to the registration of a dealing against a rating unit.	
s.67	Duty to forward to the Registrar the certificate and fee specified re application to have judgment for rates enforced as described.	Chief Executive General Manager Finance
s.72	Power to consent to the sale or lease of a rating unit by the Registrar by private treaty.	Chief Executive General Manager Finance
s.77, s.79-80, s.82-83	Powers and duties in relation to abandoned land.	Chief Executive General Manager Finance Revenue Manager
s.80	Duty, in the case of a sale or lease of abandoned land under s79, in relation to content and execution requirements of the transfer (under the seal of the Council). <i>Restriction: The power to execute is not delegated.</i>	Chief Executive General Manager Finance
s.82	Duty to apply the proceeds of sale or lease according to the requirements set out; Power to write off any deficiency in circumstances specified.	
s.83	Power to register an instrument executed for abandoned land.	
s.85	Powers and duties re remitting all or part of the rates on a rating unit (including penalties on unpaid rates) in accordance with the Council's rates remission policy.	
s.86	Duty to record the remitted rates on the rates record as paid on the due date in accordance with the remission policy.	Chief Executive General Manager Finance
s.87	Duties in relation to postponing the requirement to pay all or part of the rates (including penalties for unpaid rates) as specified.	
s.88	Power to add a postponement fee to the postponed rates in accordance with its postponement policy.	
s.89	Duty to record the net cost of a postponement in accounting documents as prescribed.	
s.90	Power to register a notice of charge on a rating unit if the local authority has postponed the requirement to pay rates. Duty to register a notice of release of charge if all postponed rates for a rating unit are paid.	Chief Executive General Manager Finance Revenue Manager
s.92	Duty to enter the names set out as the ratepayer in the rating information database and the district valuation roll, in	

Section	Activity	Delegation
	circumstances described.	
s.94	Power to apply to the Māori Land Court to appoint owner(s) or agent to receive rates assessments and rates invoices in circumstances described; Duty to enter the name of the persons appointed as the ratepayer in the rating information database and the district valuation roll, as prescribed.	
s.95	Duty to deliver rates assessment to persons appointed.	
s.97	Duty to deliver rates assessment and rates invoice to the person actually using the rateable Māori freehold land; Duty to treat person specified as using the whole of the land for the whole of the financial year, unless otherwise specified.	
s.98A-F	Power to divide a separate rating area from a rating unit on Māori freehold land	
s.99	Power to apply to the Māori Land Court for an order charging unpaid rates against Māori freehold land in circumstances prescribed.	
s.101	Duties in relation to recovering amounts of rates owed.	Chief Executive General Manager Finance Revenue Manager
s.104	Power to give consent for an owner of Māori land subject to a charging order to deal with the land	Chief Executive General Manager Finance
s.108	Power to apply to the Māori Land Court to enforce a charging order made in circumstances described.	Chief Executive General Manager Finance
s.111	Power to apply to the Māori Land Court to make an order for the payment of unpaid rates in the circumstances described.	Chief Executive General Manager Finance
s.112	Duty to discharge a charging order made in circumstances as described.	Chief Executive General Manager Finance
s.114 s.114A	Power to remit all or part of rates (including penalties for unpaid rates) on Māori freehold land in circumstances described.	Chief Executive General Manager Finance
s.115	Duty to postpone the requirements to pay all or part of the rates on Māori freehold land in circumstances described.	Chief Executive General Manager Finance
s.116	Power and duties in relation to consenting to an Order in Council made by the Governor-General to exempt Māori freehold land from some or all liability for rates.	Chief Executive General Manager Finance
s.117A-N	All duties and powers relating to lump sum contributions	Chief Executive General Manager Finance
s.136	Duty to comply with notification requirements as specified.	Chief Executive General Manager Finance

9.2 Resource Management Act 1991

Section	Activity	Delegation
	<p>All of Council's functions, powers or duties under the Resource Management Act, OTHER THAN: The approval of a policy statement or plan or any change to a policy statement or plan. The making of a recommendation on a requirement for a designation or a heritage order under Part VIII. This power of delegation</p>	<p>Chief Executive <i>(all RMA provisions, whether or not listed in the remainder of this table)</i></p> <p>General Manager Strategy and Development <i>(all RMA provisions, whether or not listed in the remainder of this table)</i></p> <p>Planning and Consents Manager <i>(all RMA provisions, whether or not listed in the remainder of this table)</i></p> <p>Principal Resource Planner (only for those Sections specified below)</p> <p>Senior Resource Planner (Only for the Sections specified below)</p> <p>Intermediate Resource Planner (only for the Sections specified below)</p> <p>Resource Planner <i>(only for those Sections specified below)</i></p> <p>General Manager Finance <i>(only for those Sections specified below)</i></p>
s.10	The power to grant an extension to existing use rights in the circumstances specified.	<p>Chief Executive General Manager Strategy and Development Planning and Consents Manager</p>

Section	Activity	Delegation
s.22	The power to direct persons to provide information referred to in section 22.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner
s.36	Authority to make decisions about administrative charges.	Chief Executive General Manager Strategy and Development Planning and Consents Manager General Manager Finance – <i>in consultation with the Planning and Consents Manager and/or Senior or Intermediate Resource Planners</i>
s.36AA, s.360 (1) (h-j)	To determine, under section s 36AA and in accordance with regulations made under section 360(l)(h-j), and discount an administrative charge imposed under section 36, where a resource consent or an application to change or cancel conditions has not been processed within statutory timeframes and the responsibility of the failure rests with Council.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.36AAB	Authority to remit the whole or any part of any charge referred to in section 36.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.37, 37A	To grant waivers and extend time limits. Delegation does not extend to submissions or further submissions on any resource consent application, plan change request or proposed plan which is received by Council after the hearing of the relevant application, request or proposed plan.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner
s.38	Power to authorise certain persons to carry out all or any of the functions and powers as an enforcement officer under the Act. Duty (as local authority) to supply every enforcement officer with a warrant under the RMA.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Environmental Services Manager
s.39B	Authority to appoint hearing commissioners.	Chief Executive General Manager Strategy and Development Planning and Consents Manager

Section	Activity	Delegation
s.41, 41B, 41C,41D 42	Powers and duties (as local authority) prior to or in relation to holding a hearing (other than hearing the matter).	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.42A	Powers regarding the preparation, commissioning and provision of reports.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.44A	Power to amend plans or proposed plans to remove duplication or conflict or include a reference to a national environmental standard.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.55	Power to amend plans or proposed plans to recognise national policy statements.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.58I, 58J	Ability to exercise discretion in relation to options for amending planning documents as directed by a national planning standard, ability to take any action that is directed by a national planning standard.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner
s.58O, 58P, 58Q, 58R, 58S, 58T	Power to initiate a Mana Whakahono a Rohe (MWR) or enter into negotiations regarding a MWR if iwi initiated, determine the contents of the MWR, and to determine disputes that arise in course of negotiating MWR.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.79	Powers in relation to the review of a district plan.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.80C	Decision to apply to use the streamlined planning process to prepare a planning instrument.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.82	Decision to refer dispute to the Environment Court.	Chief Executive General Manager Strategy and Development Planning and Consents Manager

Section	Activity	Delegation
s86	Decision to acquire land by agreement under the Public Works Act 1981 for certain purposes.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s86D	Ability to apply to the Environment Court for a rule to have legal effect from a date other than the date on which the decision is publicly notified under clause 10 of Schedule 1.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
S87BA	To issue or decline certificates for boundary infringements as permitted activities.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner
S87BB	To make decisions on whether a rule breach is marginal or temporary and consequently whether it is or is not a permitted activity.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner
s.87E, 87F, 87G	Powers and duties in relation to an application where the applicant requests that the application be determined by the Environment Court.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.88 – s88F	Powers and duties in relation to an application for resource consent.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner
s.91	The power to defer processing an application.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner

Section	Activity	Delegation
		Intermediate Resource Planner Resource Planner
s.91C	Authority to make decisions about suspended applications or applications where a total of 130 or more working days have been excluded from time limits.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s92, s92A, s92B	Powers and duties in relation to the adequacy of information received with an application for resource consent; and to request further information and commission reports.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner
s95, s95A, s95G	To determine all matters relating to the need to notify, or serve notice of, an application for a resource consent.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner
s95E(3)	The power to give approval as an affected party on behalf of Council as a landowner.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s96	Power to make a submission on a resource consent application.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s99	To initiate, conduct and implement all procedures relating to pre-hearing meetings. Power to decline to process or consider the application of a person who fails to attend a meeting.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner

Section	Activity	Delegation
s99A	To refer resource consent applicants and/or submitters to mediation, subject to the restrictions specified.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s99A	To delegate to an appropriate person the power to conduct mediation.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s100	To determine the necessity for a hearing on an application for a resource consent.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s100A	Ability to request a hearing and ability to request delegation of decision-making functions to hearings commissioners.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s101	To determine the commencement date, the time and the place for the hearing of application for resource consents.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s102	To determine the need for joint hearings and the making of joint decisions.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s103	To determine the need for combined hearings.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s104, s104A, s104B, s104C, s104D, s106, s108, s108A, s108AA, s220	Power to determine resource consent applications and impose conditions, PROVIDED that this delegation shall NOT be exercised on applications which have been the subject of a hearing under section 100 of the Act.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s109	Power to register bonds specified under the Land Transfer Act 2017. Power to enter land to ascertain whether work under bond has been carried out and/or carry out unfinished work as specified.	Chief Executive General Manager Strategy and Development Planning and

Section	Activity	Delegation
	Duty (as consent authority) to return balance of sum retained after deduction of costs.	Consents Manager
s110	Ability to refund financial contribution to consent holder and retain a portion in the circumstances specified.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s114	To determine the range of persons and authorities on whom notices of decisions should be served.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s120	Ability to lodge an appeal against a resource consent decision.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.124, 124B, 124C	Power to allow consent holder to continue to operate under an existing consent in the circumstances specified.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.125	The power to extend the period in which a resource consent lapses.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner
s.126	To cancel a resource consent	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.127	To consider and grant an application to change or cancel consent conditions for any resource consent.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner
S.128-132	To review the conditions of any resource consent in accordance with section 128 to 132 of the Act.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.133A	To issue an amended resource consent that corrects minor mistakes or defects in the consent.	Chief Executive General Manager Strategy and Development Planning and

Section	Activity	Delegation
		Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner
s.138	Powers and duties in relation to the surrender of a resource consent.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.139	To grant certificates of compliance, including the power to require an applicant to provide further information in accordance with section 139 (4) of the Act.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner
s.139A	To issue existing use rights certificates, including the power to require an applicant to provide further information in accordance with section 139A(3).	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner
s.142	The power to request the Minister to call in a matter that is or is part of a proposal of national significance.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.145	The power to lodge matter with the Environmental Protection Authority.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.149 – 149ZD	Powers and duties in relation to matters that are called in or lodged with the Environmental Protection Authority.	Chief Executive General Manager Strategy and Development Planning and Consents Manager

Section	Activity	Delegation
s.168, 168A, 169, 171, 172 and 173	Powers in relation to notices of requirements for designations.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.170	To exercise the discretion contained in section 170 of the Act on the inclusion of a notice of requirement in Council's proposed plan.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.176A	Powers and duties in relation to outline plans.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner
s.179	Power to lodge an appeal.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.181	Powers in relation to the alteration of a designation.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.182	Powers and duties in relation to the removal of a designation.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.184 and 184A	Powers and duties in relation to the lapsing of a designation.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.189, 189A, 190, 191, 195A	Powers and duties in relation to requirements for heritage orders.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.198A – 198M	Powers and duties in relation to direct referral of requirements to the Environment Court.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.220 (1)(b)and	Authority to undertake online registration of certificates as an authorised officer.	Chief Executive General Manager Strategy and

Section	Activity	Delegation
(2)(a)		Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner
s.221	Power to issue, vary, cancel or review a consent notice.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.222	To take a bond and issue (and, if necessary, extend) a completion certificate - as long as it is not for financial contributions.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.223, 224	Power to approve or decline a survey plan and provide the relevant certificate(s), except where net payment of reserve contributions by Council less credits for land to vest exceeds the delegation for the role.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner, Senior Resource Planner Intermediate Resource Planner Resource Planner
s.226	The power to consider an application under section 226. The power to issue a certificate pursuant to section 226.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner
s.232, 234, 235, 236, 237, 237B	All powers and duties for the purpose of the creation or variation of an esplanade reserve, esplanade strip or access strip.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s237C	Powers and duties in relation to the closure of an esplanade strip or access strip.	Chief Executive General Manager Strategy and Development Planning and Consents Manager

Section	Activity	Delegation
s.237H	Power to object to a determination about the compensation payable.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.239	Power to certify any interest under this section on a survey plan.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.240	The power to impose a condition requiring a covenant be registered. The power to cancel a covenant against the transfer of Allotment. The power to certify a covenant or cancellation of a covenant as an Authorised Officer.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.241	To consider and grant any requests for cancellation or changes to amalgamation conditions.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.243	To consider and grant any requests for easement cancellation or changes.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.274	Powers and duties in relation to joining and participating in proceedings in the Environment Court.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.291	Powers and duties in relation to commencing, joining and participating in proceedings in the Environment Court.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.292	Powers and duties in relation to a direction by the Environment Court to amend a district plan.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.293	Powers and duties in relation to a direction by the Environment Court to prepare changes to a proposed plan, consult the persons specified and submit changes to the Court for confirmation.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.299-308	Powers and duties in relation to commencing, joining and participating in High Court and Court of Appeal proceedings.	Chief Executive General Manager Strategy and Development Planning and

Section	Activity	Delegation
		Consents Manager
s.310-313	Powers and duties in relation to commencing, joining and participating in an application to the Environment Court for declarations.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s. 314-321	The power to apply to the Environment Court for an enforcement order pursuant to section 314 or for an interim enforcement order pursuant to section 320. The power to make decisions on any matters relating to applications for enforcement orders (including any application to change or cancel enforcement order).	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s 322	Power to issue an Abatement Notice under section 322(1)(a) and (b) if the person serving the Abatement Notice is duly warranted under section 38. This delegation <u>shall not</u> include power to issue an Abatement Notice under section 322(1)(c) unless that person is also a warranted Noise Control Officer under section 38.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner Environmental Services Manager Environmental Health Officer
s.325A	Powers and duties in relation to the change or cancellation of abatement notices.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
327	Issue and effect of excessive noise direction	Environmental Services Manager Environmental Health Officer Noise Control Officer
328	Compliance with an excessive noise direction and authority to enter and seize	Environmental Services Manager Environmental Health Officer Noise Control Officer
s.330-331	Powers and duties in relation to emergency works.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Environmental Services Manager Environmental Health Officer
s 332	Power of entry for inspection if the person serving the Abatement Notice is duly warranted under section 38.	Chief Executive General Manager Strategy and Development Planning and

Section	Activity	Delegation
	This delegation <u>shall not</u> include power to enter and inspect property for the purpose of assessing excessive noise unless that person is also a warranted Noise Control Officer under section 38.	Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner Development Engineer
s.333	Power of entry for survey and exercise of all associated powers set out in s333 if the person is duly warranted under section 38.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner Development Engineer
s.335	Power of direction and execution of warrant of entry for search if the person is duly warranted under section 38.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner
s.336	Powers and duties in relation to the return/disposal of property seized and impounded as specified.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Environmental Services Manager Environmental Health Officer
s.343B and Criminal Procedure Act 2011	Powers and duties in relation to proceedings for an offence or infringement offence.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.343C	The power to issue and deliver an infringement notice if the person is duly warranted under section 38.	Chief Executive General Manager Strategy and Development Planning and

Section	Activity	Delegation
		Consents Manager Principal Resource Planner Senior Resource Planner Intermediate Resource Planner Resource Planner Environmental Services Manager Environmental Health Officer
s.343D	Power to retain all infringement fees specified.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.357	The power to consider and make decisions on objections which do not require a hearing, except where the decision would result in a net payment of reserve contributions by council less credits for land to vest exceeding the delegation for the role. The power to decide whether an objection requires a hearing.	Chief Executive General Manager Strategy and Development Planning and Consents Manager Senior Resource Planner Intermediate Resource Planner Resource Planner
s.357C-D	The power to consider and decide upon objections and to dismiss or uphold (in whole or in part) any objection under sections 357,357A or 357B of the Act 'PROVIDED that this delegation shall NOT be exercised in respect of objections on resource consent applications which have been the subject of a hearing under section 100 of the Act.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
s.358	Powers and duties (as person who has objected as specified) in relation to appeals to the Environment Court against the decision on the objection.	Chief Executive General Manager Strategy and Development Planning and Consents Manager
Schedule 1	All powers and duties relating to the preparation, change and review of policy statements and plans with the exception of: <ul style="list-style-type: none"> the approval of a proposed policy statement or plan under clause 17 of Schedule 1. Schedule 1, clause 5 – power to decide to proceed with and notify a proposed plan. Schedule 1, clause 8D – power to withdraw a proposal to prepare, change, or vary a proposed plan. Schedule 1, clause 25 – powers to decide how a request for plan change is to be dealt with. Schedule 1, clause 37 – power to decide to use the collaborative planning process to prepare or change a plan. Schedule 1, clause 88 – power to withdraw a proposed plan that is subject to a direction to use a streamlined planning process. 	Chief Executive General Manager Strategy and Development Planning and Consents Manager
Non-	The commissioning of independent consultants to process applications to recommendations stage.	Chief Executive

Section	Activity	Delegation
Statutory	Unless exceeds financial delegation.	General Manager Strategy and Development Planning and Consents Manager
s.120 and Schedule 1, clause 27	Decisions relating to Council's case in any resource consent or District Plan related process, and in any appeals to the Environment Court, in which Council is a party.	Chief Executive General Manager Strategy and Development Planning and Consents Manager

10. Part C: Delegations by Council to Committees and Sub-Committees

The table below contains the delegations by the Council to Committees. Further details are included in standalone Terms of References for each Committee.

Committees	Delegated Authority
Infrastructure and Services Committee	<p>Power to Act</p> <ul style="list-style-type: none"> • Approve expenditure variances in excess of 15% of the planned budget, up to a maximum of \$250,000. • Determine parking restrictions. • In respect of land administered by Council under the Reserves Act 1977 and Council owned open space land: <ul style="list-style-type: none"> - approve new leases, licenses and concessions (not within the delegations to staff) - approve easements - review and notify draft reserve management plans • Develop, hear and approve Reserve Management Plans, in accordance with s.41 of the Reserves Act 1977. • Approve commencement of community consultation, excluding the Special Consultative Procedure, on matters within the scope of the committee. • Authorise Council submissions to external bodies, within the scope of the committee where Council is not scheduled to meet prior to the submission closing date. • Establish working groups, within committee scope and existing budgets. <p>Power to Recommend to Council</p> <ul style="list-style-type: none"> • Review and propose changes to levels of service. • Review and propose fees and charges for MDC services. • Changes to bylaws and the adoption of new bylaws (that relate to the Masterton district only and are not part of the Wairarapa Consolidated Bylaw). • Recommend draft policy and strategy for adoption, including a draft Infrastructure Strategy and Asset Management Plans (AMPs) for adoption as part of the Long-Term Plan. • Sale or purchase relating to property and forestry.
Audit and Risk Committee	<p>Power to Act</p> <ul style="list-style-type: none"> • Approve risk management and internal audit programmes, audit engagement letters and letters of undertaking for audit functions and additional services provided by the external auditor. • Monitoring management responses to audit reports and the extent to which external audit recommendations concerning internal accounting controls and other matters are implemented. • To receive: <ul style="list-style-type: none"> - Building Authority Audit Report - NZTA Audit Report

Committees	Delegated Authority
	<ul style="list-style-type: none"> - (Any) Internal Audit Report • Approve debt write-offs (other than rates) that exceed the authority delegated to staff. • Establish working groups, within committee scope. <p>Power to Recommend to Council</p> <ul style="list-style-type: none"> • Draft policies and strategies associated with MDC’s risk management, compliance, and internal control functions. • Any additional audit requirements, outside of the approved audit programme and budget, to seek assurance regarding the completeness and quality of financial and operational information that is provided to the Council e.g. can recommend Council conduct and A&R monitor special investigations in accordance with Council policy, including engaging expert assistance, legal advisors or external auditors, and, where appropriate, recommend action(s) to Council. • Changes and/or improvements to the Financial Strategy. • Submissions to external bodies, within the scope of the committee (e.g. changes in Local Government Act or Health and Safety legislation). <p>The Audit and Risk committee may not delegate any of its responsibilities, duties or powers.</p>
Chief Executive Performance Review Committee	<ul style="list-style-type: none"> • Recommend to the Council a process for appraising the Chief Executive’s performance and remuneration. • Undertake the annual appraisal of the Chief Executive’s performance and remuneration and make recommendations to Council. • Manage the provisions of the Chief Executive’s Employment Agreement, including negotiating any variation to the Employment Agreement and making recommendations to the Council. • Draft the Chief Executive KPIs for recommendation to Council.
Awards and Grants Committee	<ul style="list-style-type: none"> • Receive and decide applications, within approved budget, to: <ul style="list-style-type: none"> - Community Wellbeing Grants - Community Events Fund • Receive nominations for and decide recipients of: <ul style="list-style-type: none"> - Youth Awards - Civic Awards
Hearings Committee	<p>Power to Act</p> <ul style="list-style-type: none"> • To hear and make decisions on all matters coming before the Hearings Committee. • Appoint hearings commissioner(s) under the RMA including independent commissioners (and the Chair if required)
Wairarapa Combined District Plan Joint Committee	<p>The Carterton, Masterton and South Wairarapa District Councils have delegated to the Wairarapa Combined District Plan Joint Committee all its functions, powers and duties under the First Schedule to the Act, in accordance with Section 34 of the Resource Management Act 1991.</p>

Committees	Delegated Authority
	The removal of the office of Chair and Deputy Chair is within the powers of the Joint Committee.
District Licencing Committee	<ul style="list-style-type: none"> • Consider and determine applications for: <ul style="list-style-type: none"> - licences and manager’s certificates. - renewal of licences and manager’s certificates. - temporary authority to carry on the sale and supply of alcohol. - the variation, suspension, or cancellation of special licences. - the variation of licences (other than special licences), except for applications under s.280 of the Sale and Supply of Alcohol Act 2012. • With the leave of the chairperson for the licensing authority, refer applications to the licensing authority. • Conduct inquiries and make reports as may be required of it by the licensing authority under the Sale and Supply of Alcohol Act 2012 (s.175). • Any other functions conferred on licensing committees by or under the Sale and Supply of Alcohol Act 2012 or any other enactment.

7.13 MARAE DEVELOPMENT FUND ASSESSMENT GROUP

File Number:

Author: Leanne Karauna, Pou Ahurea Maori

Authoriser: Kym Fell, Chief Executive

PURPOSE

This report informs Council of the 2023/24 Marae Development Funding round and seeks Council adoption of a Terms of Reference for a Marae Development Fund Assessment Group.

RECOMMENDATIONS

That Council:

1. **approves** the Marae Development Fund Assessment Group Terms of Reference in Attachment 1.
2. **appoints** the following members for the 2022-25 triennium: Mayor Gary Caffell, Cr Tuuta, and Iwi Representatives appointed to Council (Jo Hayes and Ngāti Kahungunu ki Wairarapa Representative (TBA)).
3. **notes** the 2023/24 Marae Development Funding round will be open throughout April/May with funding decisions to be made in June 2024.

CONTEXT

Each year Council allocates funding to the Marae Development Fund to support Marae with protecting, maintaining, restoring and/or developing Marae structures. The following Marae organisations are eligible to apply to the Marae Development Fund:

- Mōtūwairaka Marae
- Ngāi Tūmapūhia-ā-Rangi Marae
- Okautete Marae
- Whakataki Marae
- Te Ore Ore Marae
- Te Rangimārie Marae
- Akura Marae
- Hiona Marae.

In previous years funding decisions were made by members of the Iwi Governance Forum which is no longer active. Council agreement is therefore being sought to establish a new Marae Development

Fund Assessment Group who would be responsible for considering funding applications and making funding decisions.

The proposed membership of the Assessment Group is:

- The Mayor (Chairperson)
- Māori Ward Councillor
- Iwi representatives appointed to Council (1 x representative from Rangitāne o Wairarapa and 1 x representative from Ngāti Kahungunu ki Wairarapa (TBC))

The proposed Terms of Reference are provided as Attachment 1.

2023/24 Marae Development Funding Round

There is \$20,000 available for funding in 2023/24. Subject to Council approval of the Terms of Reference, the funding round would open on Friday 5 April and close on Friday 31 May 2024. The Assessment Group would meet to consider applications and make funding decisions in June 2024, with applicants being notified of the outcome of their application within seven days of decisions being made.

Eligible Marae would be notified of the funding round alongside the 2024-34 Long-Term Plan and Rates Remission and Postponement on Māori Freehold Land Policy that open for consultation on the same date. The funding round would also be advertised on the Council website and social media channels.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
1. Approve the Marae Development Fund Assessment Group Terms of Reference	This will support more effective and efficient decision making for Council and our community. Mana whenua will be represented in the decision-making	No disadvantages have been identified.
2. Approve the Marae Development Fund Assessment Group Terms of Reference with amendments	This would depend on the extent of change.	Implications would depend on the proposed changes.
3. Do not approve the Marae Development Fund Assessment Group Terms of Reference	No advantages have been identified.	The Assessment Group would not have the power to make funding decisions. All decisions would need to go to Council reducing the effectiveness and efficiency

Option	Advantages	Disadvantages
		<p>of Council’s decision making processes.</p> <p>The 2023/24 funding round may need to be deferred.</p>

RECOMMENDED OPTION

Option 1 is recommended. It supports effective and efficient Council decision-making and ensures mana whenua representation in decision-making.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The LGA states one of the purposes of local government is to promote the cultural well-being of communities in the present and for the future. In addition, He Hiringa Tangata, He Hiringa Whenua – Masterton’s Wellbeing Strategy states our role for Cultural Development includes providing funding to protect, maintain, restore and/or develop our local marae.

Councils are empowered by section 30 of Schedule 7 of the Local Government Act 2002 (LGA) to appoint subordinate decision-making bodies that it considers appropriate. External members may be appointed. The delegation of funding decisions is within the responsibilities that Council is able to delegate to support effectiveness and efficiency.

Significance, Engagement and Consultation

The decisions to approve the Terms of Reference and make appointments has not been assessed as significant against the Council’s Significance and Engagement Policy. This is because the decision is procedural in nature and is consistent with Council’s ability to delegate under the LGA.

Financial Considerations

Iwi representatives are remunerated for their time commitment. This has been budgeted for. This is in addition to the \$20,000 available for the Marae Development Fund within the 2023/24 budget.

Implications for Māori

Iwi will be represented in the Assessment Group, supporting and enabling Māori participation in decision-making processes.

Communications/Engagement Plan

Eligible marae and the community will be notified of appointments made to the Assessment Group through the Fund Criteria available on the Council website.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change implications associated with the decisions in this report.

NEXT STEPS

The 2023/24 Marae Development Funding round will progress as outlined.

ATTACHMENTS

1. **Marae Development Fund Assessment Group Terms of Reference** [!\[\]\(e6ddc77b791299d975007937cebef274_img.jpg\) !\[\]\(ab52e27d061d76db54e182891376cff5_img.jpg\)](#)



Marae Development Fund Assessment Group Terms of Reference

Function

To receive, consider and decide funding applications for the Masterton District Council Marae Development Fund.

Membership and Composition

Mayor (Chairperson), Māori Ward Councillor, Iwi representatives appointed to Council (1 x representative from Ngāti Kahungunu ki Wairarapa and 1 x representative from Rangitāne o Wairarapa Inc.)

Quorum

Three members

Meeting Frequency

As required

Delegated Authority

- Receive and decide applications, within approved budget, to Marae Development Fund in accordance with the Fund Criteria.
- Determine eligibility of potential applicants to the Marae Development Fund.

Meeting Protocols

Masterton District Council Standing Orders do not apply to meetings of the Marae Development Fund Assessment Group. Any funding decisions should be clearly shown in meeting minutes and are required to be reported to Council.

Applicants are to be provided an opportunity to speak in support of their funding application.

Remuneration

Council will reimburse members for travel costs to attend Assessment Group meetings in line with Council's Members Expenses and Reimbursing Allowances Expenses Policy.

Staff support

Council staff support will include:

- Liaising with fund applicants, including coordinating meeting attendance, notification of funding outcomes and grant payment
- Providing guidance on how applications meet the Fund Criteria
- Meeting report and agenda preparation, minute-taking and meeting procedure advice
- Reporting decisions from the Marae Development Fund Assessment Group to Council.

Term

Unless the Council resolves otherwise, the Marae Development Fund Assessment Group is deemed to be discharged on the coming into office of elected members at the next triennial election.

DRAFT

8 REPORTS FOR INFORMATION

8.1 CHIEF EXECUTIVE'S REPORT

File Number:

Author: Kym Fell, Chief Executive

PURPOSE

The purpose of the attached report is to provide Council with an update on Council operations (as at 27 March 2024).

RECOMMENDATION

That Council receives the Chief Executive's Report as at 27 March 2024.

ATTACHMENTS

1. Chief Executive's Report [↓](#) 

CHIEF EXECUTIVE'S REPORT

3 APRIL 2024

As March draws to a close in 2024, our dedicated staff have tirelessly worked to finalise the financial aspects of the Long-Term Plan (LTP), gearing up for its upcoming community consultation in early April.

I want to extend my gratitude to the Mayor and Councillors for their relentless efforts in scrutinising expenditures, leaving no stone unturned, and making tough decisions to ensure that the rates remain reasonably acceptable.

Looking back, we've invested a considerable amount of time in setting priorities, reviewing service levels, and directing resources towards enhancing our water and road networks. Our ambitious capital works programme for municipal venues and public spaces, developed with input from local subject matter experts (SME) and external specialists, underscores our commitment to community improvement.

Since my last report to the Council, Maseina (Maz) Koneferenisi has joined our Executive Leadership Team (ELT) as the General Manager of Infrastructure & Assets. Maz has seamlessly integrated into her role, prioritising water compliance standards and streamlining departmental processes to bolster our technical capabilities in delivering vital services.

Efforts to enhance the quality of asset management data are underway to gain deeper insights into our critical infrastructure. This initiative will enable us to allocate resources more effectively, make data-driven decisions, identify cost-saving opportunities, and prolong asset lifecycles.

In recent weeks, you will be aware an airline is looking to provide a scheduled passenger service from Masterton to Auckland. It is important to understand the number of requirements needed before this can occur. In the first instance, the Civil Aviation Authority (CAA) requires an Aeronautical Study to be completed, a Safety Management System (SMS) to be in place and Certification of the Aerodrome.

In addition to this, should the aerodrome accommodate an aircraft over 30 seats, CAA requires a Safety Case to demonstrate that the aerodrome has an acceptable Runway End Safety Area (RESA). This is an important point to note as the physical runway layout could prevent an acceptable RESA being achieved.

Finally, as you know, the water reforms are now under the direction of the new coalition Government who have signalled a different approach for delivering water services to our communities. The new Government has repealed the Affordable Waters reform programme and, in its place, will be new legislation called 'Local Waters Done Well'.

The major directive for Local Waters Done Well is to confirm Local Government retaining control and accountability of water services, instead of these being managed by centralised entities. What has been signalled under this policy is the requirement for Councils to make their own decisions and then produce a 'Water Services Delivery Plan'. This plan is

intended to be presented to the Minister of Local Government within 12 months after the enabling Legislation is passed in July 2024.

The Water Services Delivery Plan will be mandatory and will require Councils to demonstrate they can deliver water services in ways which are financially sustainable. The plan also needs to meet regulated quality standards, in a transparent and accountable manner. We intend to engage with Carterton and South Wairarapa Councils to consider options, as well as engaging in a wider conversation with the greater Wellington region.

National and Regional Context

Infometrics Update

The Infometrics December 2023 Quarterly Economic Monitor for Masterton was released on 29 February 2024. Key points in the update include:

- The Masterton economy is facing strong economic headwinds and growth has dropped to its lowest level since the pandemic. Infometrics provisionally estimates that GDP expanded by just 0.2% over the year to December 2023, lower than national growth of 0.7%pa.
- Consumer spending growth is low, at 1% pa, which is below the rate of inflation. This reflects the increasing cost pressures faced by households, particularly in relation to rent and mortgages.
- Employment growth in the district has slowed to 2%, down from a recent peak of 3.4%. The average unemployment rate has been tracking up over the last few quarters but is still very low at 2.6%. This is well below the national rate of 3.7%.
- Housing affordability continues to improve as household income growth has outstripped house value growth, with houses reaching their most affordable value since 2020.
- The construction industry is facing a considerable slow down. The total value of non-residential consents over the year to December 2023 has more than halved compared to the previous year and is well below the 10-year average. The number of residential consents dropped to 38 in the December quarter down from a peak of 89 in March 2021, and was also below the 10-year average (41).

Infometrics Analysis of Increases in LG Costs

Local Government New Zealand (LGNZ) commissioned Infometrics to undertake analysis of cost pressures across the local government sector to provide context for rate increases in upcoming Long-Term Plans. Key messages from that research, provided by LGNZ, include:

- All councils are facing increasing costs for existing assets and services due to inflation, debt servicing costs, insurance cost rises and audit costs.
- Councils are facing new pressures that require new spending such as meeting demand due to growth, adapting to climate change, and emerging biosecurity threats.
- At the same time, councils are tackling historic underinvestment and facing increasing unfunded mandates from Central Government.

A copy of the report is available here:

https://d1pepq1a2249p5.cloudfront.net/media/documents/Analysing_increases_in_local_government_costs_5qcla8C.pdf

Changes to the Smokefree Environments and Regulated Products Act

The Smokefree Environments and Regulated Products (Smoked Tobacco) Amendment Act 2022 (the Act) came into force on 1 January 2023. In February 2024, the Government repealed, under urgency, three parts of the last government's Smokefree legislation, being: the retail reduction scheme, denicotinisation, and the smokefree generation measures. The Government remains committed to the smokefree 2025 goal. A bill that is dealt with under urgency may be introduced and passed through all its stages (without going to a select committee).

Information on the key aspects the Act introduced that remain in place is available at: www.health.govt.nz/our-work/regulation-health-and-disability-system/smoked-tobacco-products/smokefree-environments-and-regulated-products-smoked-tobacco-amendment-act.

The amendment does not impact the Wairarapa Combined Smoke and Vape Free Policy and its desired outcomes.

National Policy Statement for Indigenous Biodiversity: Significant Natural Areas Provisions

The Government has agreed to suspend the requirement for councils to comply with the Significant Natural Areas (SNA) provisions of the National Policy Statement for Indigenous Biodiversity for three years while it replaces the Resource Management Act (RMA). The announcement still requires a law change.

Habitat loss is one of the main threats to New Zealand's wildlife. The National Policy Statement on Indigenous Biodiversity is a policy set by central government to guide councils on how to protect nature in their regions. SNAs are places where rare or threatened plants or animals are found. Councils are responsible for identifying SNAs in their territory under the RMA. SNAs are listed within District Plans.

The Ministry for the Environment is conducting targeted engagement regarding the proposed changes with Taituarā (the professional body for local government staff), Te Uru Kahika (regional and unitary councils Aotearoa), and LGNZ (on behalf of local government) and other key stakeholders and Māori organisations.

In the meantime, existing SNAs and biodiversity protection rules already in plans and policy statements remain in place. Councils are still working through what the changes may mean for planning and assumptions and will be kept informed of LGNZ and Taituarā submissions. Further updates will be provided to Council as part of District Plan updates.

Fast Track Consenting Bill

In March 2024 the [Fast-track Approvals Bill](#) was introduced to Parliament for Select Committee review. The Bill's proposed fast-track process builds on the fast-track consenting regime in the

Fast-track Consenting Act and Natural and Built Environment Act established during Covid-19. The FTCA was repealed on 8 July 2023.

The regime aims to “improve the speed and process for resource approvals for major infrastructure projects, unlocking opportunities in industries such as aquaculture and mining in our regions” according to Regional Development Minister Shane Jones. It proposes to do this by pulling the various regulatory regimes that apply to a project into a single “one-stop-shop” process. An expert panel will consider qualifying projects via the new streamlined process.

The Bill’s purpose focuses on “the delivery of infrastructure and development projects with significant regional or national benefits”. This purpose is to be given greater weight than the purposes and provisions of the other applicable regulatory legislation, including the Resource Management Act.

The final decision to grant or decline the approvals and consents sits with the Ministers of Infrastructure, Regional Development and Transport. The Minister of Conservation is included if a Wildlife Act approval is needed.

Officers will be considering Taituarā’s submission on the Bill.

Strategy and Development Activity

Regional Level Updates

Wairarapa Class 4 Gambling and Standalone TAB Venues Policy

Consultation on the Wairarapa Gambling Policy is underway with hearings and deliberations by the Wairarapa Policy Working Group (WPWG) being held on Monday 15 April. Recommendations from the WPWG will be reported to Council in May 2024.

Wairarapa Consolidated Bylaw 2019 Review

The Wairarapa District Councils have initiated a review of the Wairarapa Consolidated Bylaw. A separate report is included in this agenda regarding the review approach. The next step is a Wairarapa Council staff workshop on 4 April to understand whether the consolidated bylaw is still fit for purpose, taking into account technical knowledge and expertise of staff involved in applying the bylaw.

Future Development Strategy

The Wellington Regional Leadership Committee (WRLC) adopted the Future Development Strategy (FDS) this month. The FDS sets out a plan for housing and infrastructure to achieve the collective vision of providing sustainable growth for the Wairarapa-Wellington-Horowhenua region over the next 30 years. An implementation plan is scheduled to be finalised in June/July 2024.

District Level Updates

2024-34 Long Term Plan

Work on the 2024-34 Long Term Plan (LTP) has continued. Key milestones for this report include the proposed adoption of the Consultation Document, relevant policies and supporting information for community consultation following Audit New Zealand review. See reports included in this agenda.

Consultation is scheduled to run from Friday 5 April through until 10am on Monday 6 May 2024. A range of engagement activity is planned to raise awareness of the consultation issues and opportunity to have a say.

Climate Change Action

Climate action work has continued. Highlights for this reporting period include:

- Launching the 2024 Community Climate Fund round, open for applications until Monday 8 April 2024. These grants support community implementation of actions to deliver on our Climate Action Plan. More information is available here: <https://www.mstn.govt.nz/council/plans-and-strategies/plans/climate-action-plan/community-climate-fund>
- Holding the inaugural MDC Climate Champions Group meeting. This group will support climate action within and across Council
- Hui with Iwi to progress the Mana Whenua Climate Change Project and Makoura Stream Biodiversity Planting and Fish Passages projects. Both are Better Off Funding projects.
- Ongoing climate education and engagement activity to connect communities and support collaboration. One example for this reporting period was coordinating a collaboration between Mahi Tahī Tātou Trust, Oxford Street Community gardens and GROW community garden compost to compost lawn clippings resulting from Mahi Tahī's lawn mowing service, providing a valuable compost resource for both gardens and reducing waste disposal costs for Mahi Tahī.

Waste Minimisation and Management Plan Action

Work to progress the development of a regional implementation plan has continued, and a Wairarapa implementation plan is being developed simultaneously. Other highlights for this reporting period include supporting the initiation of a Section 17A review for waste services and working with Carterton and South Wairarapa District Councils on an application for funding to support a business case for organic/food waste processing and collection in the Wairarapa, noting this is a legislative requirement to be implemented by 1 January 2030.

Implementation update: Wairarapa Combined Smoke and Vape Free Policy

As part of the Policy, each of the Wairarapa District Councils committed their own implementation plans. The implementation plan is reviewed on an annual basis.

There are four key areas of commitment within the Policy. An update on how each aspect is tracking is outlined below:

Policy Commitment	Update
Partner with key organisations and groups to promote Wairarapa as a smoke and vape free region, focusing on the benefits of encouraging people to be smoke and vape free.	A regional bi-monthly hui on Smokefree and Vapefree policies has recently been established with councils from across the Wellington Region and health organisations. The purpose of the hui is to work together to ensure our policies are serving our communities well through information, data sharing and connecting on opportunities for joint pieces of work.
Promote awareness of Wairarapa’s smokefree and vapefree outdoor public spaces and events, to residents and visitors	MDC is developing promotional information for social media for World Smokefree Day on 31 May to promote our smokefree (and vapefree) areas.
Promote smoke and vape free town centre	We have updated the MDC website and relevant forms (e.g. grant and park booking forms) to include our commitment to a smoke and vapefree region.
Support events to be smoke and vape free through the provision of signage.	We are promoting local events as smoke and vape free, most recently the Council supported Summer Hummer.

Use of the Masterton District Council Seal

The Masterton District Council Delegations Register (adopted by Council in November 2022) requires all use of the Common Seal to be reported to Council.

The Masterton District Council Common Seal, signed by Mayor Gary Caffell and Chief Executive Kym Fell, was used on 22 February 2024, to authorise three Warrants of Appointment for the following staff members:

- Christine Chong - Planning and Consents Manager
- Alice Falloon – Intermediate Resource Planner
- Rosanne Heyes - Intermediate Resource Planner

The Masterton District Council Common Seal, signed by Mayor Gary Caffell and Chief Executive Kym Fell, was used on 26 March 2024, to authorise 11 Warrants of Appointment for the following staff members:

- Shane Taane - Building Control Services Manager
- Charles Bargh – Building Control Team Leader
- Brad Ryan – Building Control Officer
- Mamatha Mohanan – Building Control Officer
- Anthony Anderson – Building Control Officer
- Troy Burling - Building Control Officer
- Kelly Saint – Building Services Officer
- Kieran Blake – Building Control Officer

- Jarrod Ward – Building Services Officer
- Harm (Harry) Bos – Building Control Officer
- Gerhardus Van Den Berg – Building Control Officer

Pou Ahurea Māori

Pou Ahurea Māori continues to engage in various workstreams and cultivate relationships. This ongoing effort is essential to uphold the responsibilities of the role and to facilitate meaningful support for iwi engagement, enhanced cultural practices, and a positive rapport in how the Council interacts with both iwi, numerous hapū and marae, and whānau. By providing oversight and contributing to all aspects of Council operations, there is a greater opportunity to bolster iwi Māori participation and engagement from the outset.

Iwi/Māori Relationships

The role remains dedicated to fostering and fortifying connections with Iwi/Māori communities. In pursuit of this goal, the Pou Ahurea Māori has been actively involved in:

- Developing a Cultural Competency Framework, Policy and Implementation Plan, as well as contributing to ELT Strategic Development.
- Educating and equipping staff with resources on Te Tiriti o Waitangi.
- Advising on the correct pronunciation of te reo Māori place names alongside the Kaihautū.
- Collaborating with Iwi Representatives to promote representation and engagement.
- Providing opportunities for iwi input into the resource consent process.
- Supporting climate change efforts through funding projects that involve iwi participation.
- Maintaining an overview of the role and functions of the Wairarapa Moana Statutory Board.

Cultural Competency

The ongoing development of the Cultural Competency Framework is advancing towards implementation, including the review of existing policies such as the Bilingual, Te Reo Rua and Te Reo Me Ona Tikanga Māori policies, as well as the development of a new Cultural Competency Policy. This framework, known as Te Aka Poutama, outlines the necessary competencies to ensure equitable outcomes for whānau, hapū, and iwi within both the Masterton District Council and the wider community. By implementing Te Aka Poutama, the Council aims to attract, recruit, develop, and retain a culturally responsive workforce. The framework consists of four focus areas and four levels of competency, with a dynamic matrix that adapts to the varying levels of cultural competency among staff members. Progressing this framework will necessitate significant dedication and allocation of resources at all levels of the Council and throughout all staff members.

Marae Grant

The Marae Grant has undergone extensive revision to ensure equitable distribution. The alignment of marae grants with the application process for other council grants has been a key focus of this review. Once the council has approved the membership of the review

committee, the grant will be open for applications as outlined in the Marae Development Fund Grant Process report to Council.

Consultation

The Pou Ahurea Māori has taken steps to ensure that the Gambling Policy has been circulated amongst the Māori community, to encourage feedback and input. In addition, the upcoming policy review on Rates Remission Reform for whenua Māori will also be open for consultation in April. The Pou Ahurea is currently collaborating with the Policy and Communications Teams to develop a consultation process that will also support the Long-Term Plan Consultation scheduled for early April.

Signage

There is currently ongoing Council engagement with mana whenua to address the enhancement of signage in Masterton's parks and reserves. This initiative includes the incorporation of mana whenua historical names which will provide a more culturally inclusive environment for the community.

Wairarapa Moana

Collaboration between mana whenua and councils in protecting and managing the Ruamāhanga River Catchment and Wairarapa Moana is an important role of the Wairarapa Moana Statutory Board. This partnership not only ensures sustainable resource management but also strengthens relationships with Ngāti Kahungunu ki Wairarapa Tamaki Nui a Rua Treaty Settlement Trust and Rangitāne Tū Mai Rā Trust. By working together, we can preserve the natural environment for future generations.

The establishment of the Wairarapa Moana Statutory Board and Natural Resources Committee marks a significant milestone in the collaborative management of the region. It showcases the commitment of different organisations towards sustainable resource management. The representation on the Natural Resources Committee is vital for Masterton District Council to actively contribute to the protection of Wairarapa Moana and its tributaries. This platform allows Masterton District Council to engage in decision-making processes related to sustainable resource management alongside other key stakeholders, ensuring that our voice is heard in preserving the natural beauty of our region.

Grants

Masterton District Creative Communities Scheme

The Assessment Committee met on 7 March to consider 11 applications received for Round 3 of the Creative Communities Scheme. Total funding of \$29,003.50 was sought and the funding available was \$11,680.79. All applicants were successful in receiving some funding. The last round for the 2023/24 funding year will open on 15 April with applications closing on 24 May 2024.

Masterton District Creative Communities Scheme Festival Fund

One application was received for the Festival Fund and Elevate Wairarapa Community Trust were successful in receiving \$5,000.00 for the 2024 Summer Hummer festival.

Masterton Arts Fund






Three applications were received, requesting funding of \$8,538.40 in funding. Grants were provided for the *Dream Gardens* art exhibition; a short documentary film on *Brian Scadden* and *Ala Moana*, a project and workshops focusing on Māori and Pacific youth combining traditional Māori, Pacific dance and heritage art. Since the applicants were advised of funding the committee received advice that the *Ala Moana* project was not proceeding and the funding of \$2,145 will be carried forward to the next funding round in the 2024/25 year.

Local Government Official Information and Meetings Act Requests

For the period 6 February 2024 to 18 March 2024, Council received a total of 11 Local Government Official Information Act (LGOIMA) requests.

The volume of LGOIMA requests received has decreased, following the busier Christmas period.

A public survey by Business Wairarapa of the likely use of a passenger air service out of Hood Aerodrome generated ongoing media interest in the idea, specifically what support the Council would provide, and what was required in terms of infrastructure and CAA approval to enable it to happen. News of the Council’s work to contact owners of earthquake-prone buildings also prompted questions about owners’ plans for their buildings and the process involved. A fence erected around the Ascension sculpture on the roundabout at the north end of Masterton raised the prospect, in some enquiring minds, of work more sensational than water main replacement. And no, the issue with water mains was not related to the leak prompting the closure of the dive pool at the Recreation Centre.

				
Total requests received	Completed	Average days for completion	Completed within statutory timeframe	NOT completed within statutory timeframe
11 LGOIMA	13	16	13	0
27 Media	27	1	N/A	N/A

Customer Services

For the period of January to March we have seen a more settled level of incoming calls to the call centre. This is on the shoulder of customers being able to select who they can go through to from the start of their call.

The number of daily walk-in customers continues to vary from day to day. There have been frequent spikes of customers, with dog related enquiries and purchasing of water tanks over the last quarter. Many of the walk-in customers are advising us of issues in the community which are also raised as service requests to the relevant department.

Service Requests

1,345 service requests were generated over the period, 1,479 open service requests were completed.

The highest business areas this month are as follows: Dog Control - 300 requests raised with 321 open requests completed. The General Inspectorate continues to receive many requests, 15 requests and 148 open requests were closed. These continue to be related to parking infringements and explanations.

Compliments and Complaints – End January to End March

Compliments have been coming in over the months of February and March – with seven being recorded. Compliments range from being thanked for “cleaning up the rubbish dumped by the Mawley Park fence.”, passing on ‘thanks’ to our animal control officer, who showed care and compassion when looking after a wandering dog, and a group who shared their compliment on Facebook, related to the sponsorship and support given to the disc golf group in Masterton. Well done team.

Complaints – many of the complaints received are addressed and resolved at the point of first response. Anything elevated to the next level is recorded. There are no recorded outstanding complaints at present.

8.2 MEETING REPORTS FROM COUNCILLORS

File Number:

Authoriser: Gary Caffell, Mayor

PURPOSE

Councillors are appointed to a number of external groups and organisations as representatives of Masterton District Council. This agenda item allows Councillors to report back on meetings attended in that capacity.

RECOMMENDATION

That Council receives the verbal meeting reports from Councillors.

ATTACHMENTS

Nil

8.3 MAYOR'S REPORT

File Number:

Author: Gary Caffell, Mayor

PURPOSE

The Mayor will provide a verbal report.

The second four monthly report from LGNZ is attached. This report is designed to help ensure all member councils are up to date with the work LGNZ is doing on councils' behalf.

RECOMMENDATIONS

That Council

1. receives the verbal report from the Mayor
2. receives the LGNZ November 2023-February 2024 Report to Members

ATTACHMENTS

1. **LGZ Four Monthly Report November 2023-February 2024** [↓](#) 



LGNZ FOUR-MONTHLY REPORT FOR MEMBER COUNCILS

// NOVEMBER 2023-FEBRUARY 2024



Ko Tātou LGNZ.

This report summarises LGNZ’s work on behalf of member councils and is produced three times a year. It complements our regular communication channels, including Keeping it Local (our fortnightly e-newsletter), providing a more in-depth look at what we do.

Contents

Introduction	4
Progress on strategic goals	5
Priority/01 Resetting the relationship with Central Government	5
Political engagement and government relations.....	5
Briefing to the Incoming Government	5
Priority/02 Establishing stronger Te Tiriti-based partnerships with Iwi Māori	6
Waitangi commemorations	6
Te Maruata update	6
Priority/03 Campaigning for greater local decision-making and localism	7
Choose Localism and Future by Local Government.....	7
Priority/04 Ramping up our work on climate change.....	9
Inquiry into community-led retreat and climate adaptation funding	9
Other climate change work.....	9
Support for Cyclone-affected councils.....	9
Priority/05 Delivering and building on our core work	10
Water services reform	10
Resource management reform	10
Transport.....	10
City and regional deals	11
Local government funding and financing	11
Remits	12
Other policy and advocacy work.....	13
Media	14
Conference and Excellence Awards update.....	15

LGNZ four-monthly report for members – February 2024 // 2



Engagement with members, including sector and zone meetings.....	15
Mayors’ Taskforce for Jobs	16
Te Uru Kahika and the LGNZ Regional Sector	16
Young Elected Members	17
Community Boards Executive Committee	17
Council capability	18
Appendix 1: complete list of Ākōna learning and development assets.....	21



Introduction

This report is designed to be put on your council agenda for discussion and feedback. We would welcome the chance to speak to it at your council meeting, whether in person or via zoom – please get in touch with us to arrange that.

Highlights of this period from November to February have included building relationships with key Cabinet Ministers in the new Government and locking in regular meetings for the year. We have resumed meetings with the Prime Minister and enjoyed good levels of attendance of Ministers and MPs at sector meetings. This follows our [Briefing to the Incoming Government](#), which was well received both by members and central government. In 2024, for the first time, LGNZ was officially represented at Waitangi, marking a step change in our approach to strengthening partnerships with Māori – as well as providing valuable opportunities for both formal and informal political engagement. Significant policy/advocacy work on behalf of councils, along with media and social media activity, is reported on in detail below.

December's Special General Meeting wrapped up an intensive five-month process on the Future **by** Local Government that included new ways to engage members. The next step is taking this long-term platform and determining what to advocate on in the shorter and longer term – and tailoring this for the right audience. We'll be engaging more with members on that soon.

LGNZ advocated for more time and flexibility around LTPs given the changes to water reform. This was achieved, with the repeal legislation giving councils an additional three months to adopt their LTPs, an ability to forgo the audit of the consultation document, and to reduce consultation requirements on subsequent amendments. There's a lot more detail about all areas of our policy and advocacy work in this report.

Another highlight of this period was agreeing an interim collaboration agreement with Auckland Council CE Phil Wilson. The arrangement allows access to professional development opportunities for Local Board members, particularly Te Maruata and Young Elected Members.

In the area of professional development support, you will see the increasing range of Ākona modules in response to your requests.

Ngā mihi
Sam and Susan



Progress on strategic goals

Priority/01

Resetting the relationship with Central Government

Political engagement and government relations

Our reset political strategy initially focused on establishing credibility and building relationships with key Cabinet Ministers. As with any change of government, the first step is to get to know Ministers – how they operate and what they expect – and to slowly build their understanding of the intricacies of local government, the challenges we face and the opportunities we could unlock together.

Regular meetings between LGNZ and Prime Minister Christopher Luxon, Local Government Minister Simeon Brown and Regional Development Minister Shane Jones are locked in the diary for the year. We're also working to schedule regular meetings with Resource Management Reform and Infrastructure Minister Chris Bishop. We'll have a raft of Ministers speaking at our March sector meetings to help set the agenda for the rest of the year.

As well as our regular formal meetings with the Prime Minister, Ministers and key officials, our broader approach has included:

- // Being part of political events such as Waitangi commemorations, where it's possible to speak to a broad range of Ministers in formal and informal settings (more on Waitangi below);
- // Hosting a localism briefing for new National Party MPs to bring them up to speed on what localism means, why taking a place-based approach works well and how councils can enable the delivery of government policy if the system is set up right.
- // Taking steps to set up a network of former members of local government who are now MPs – and who understand and can champion local government's interests inside the Beehive. This kicked off with an informal pizza and drinks night.

Sitting alongside this, we are undertaking policy work that positions LGNZ as a speed boat – rather than the slow-moving cruise liner the public service can be viewed as – more detail on this below.

Susan and key public sector CEs have 1:1s scheduled throughout the year to build trust and help build the public service's knowledge about local government's challenges, as well as explore where the opportunities may lie for quick wins.

Briefing to the Incoming Government

We finalised and shared our [Briefing to the Incoming Government](#) in late November. The briefing focussed on localism and where we would like to work together on the Government's priorities and



was aimed at opening the door for future engagement. It included content regarding issues like investing in infrastructure, water services, resource management, and emergency management.

Priority/02

Establishing stronger Te Tiriti-based partnerships with Iwi Māori

Waitangi commemorations

For the first time, LGNZ was officially represented at Waitangi, marking a step change in our approach to strengthening partnerships with Māori as well as providing valuable opportunities for political engagement. Our contribution included hosting a panel discussion in the Forum Tent on local government's role in honouring Te Tiriti. About 100 people attended and contributed some thought-provoking pātai from the floor; feedback about the event was positive. We took a proactive approach to media coverage that outlined our position on Māori Wards, which is based on fairness and treating Māori Wards the same as other wards.

Te Maruata update

Te Maruata Rōpū Whakahaere met in Wellington in November to refine their priorities for the rest of the triennium, and will be holding a whānui hui online on 14 March. The hui is also an opportunity for the wider whānui to meet LGNZ's new Kaitohutohu Matua Māori (Principal Advisor Māori), Mereana Taungapeau, who started in February. Mereana is currently developing a Te Ao Māori workstream that seeks to support LGNZ with the design of tools/processes/approaches to create a stronger, more meaningful Te Ao Māori foundation. This foundation will support increased cultural capability of LGNZ staff that will then extend into positive outcomes for members. It will help Te Maruata to maximise their capacity and transform their work programme to focus on pro-active kaupapa of importance to Māori across Aotearoa. We've been able to extend the invitation to the online whānui hui to Māori Local Board members because of the cooperation agreement with Auckland Council Local Boards. At the hui, the whānui will elect three new members to sit on the Rōpū Whakahaere. The new Rōpū Whakahaere will meet in person in April, to discuss their forward work programme with Mereana and the wider LGNZ team.

A key issue for Te Maruata is strong advocacy on retaining current arrangements for the establishment of Māori wards and constituencies, and protecting those wards and constituencies that are already in place.



Priority/03

Campaigning for greater local decision-making and localism

Choose Localism and Future by Local Government

FbLG process

December's Special General Meeting wrapped up an intensive five-month process that included new ways to engage members.

The second FbLG event on 2 November concentrated on four areas identified at the September event as potentially being possible to reach agreement on. The nearly 200 attendees split into four groups – Funding, System transformation, Te Tiriti, and Wellbeing & working with central government. Each group created a position and presented it back to the whole audience, then revising it in response to feedback and presenting again.

Between the first and second events, we also ran participative online engagement that allowed people to see how their opinions fitted with other people's and make comments. In total 164 people engaged with the online platform. People from 19 different councils took part.

Supporting all this engagement was a range of email communications, including designed emails to all elected members, promotion in Keeping it Local, personal emails from Sam, and personal emails from Susan. We shared all the of the data and outputs from the events back with members.

Some of the email campaigns (which were all to 1500 recipients) recorded extremely high open rates by industry standards. For context, the average open rate for non-profit member organisations is 39%¹

- “Last chance to complete online engagement” on 30 October had a 67% open rate
- Make your voice heard – new FFLG online tool on 13 October had a 68% open rate
- “We’re making progress towards FFLG consensus” (which included the pack for councils to hold conversations) on 4 October had a 57% open rate

We used all the feedback and data to create a consensus outcome paper, which was shared with members on 24 November ahead of a Special General Meeting on 11 December, which voted to include all five sections in the FbLG package. These were the final results:

// Section 1 – Build a new system of government that's fit for purpose – **93.6% in favour**, 6.4% against; 0% abstain.

¹ https://knowledgebase.constantcontact.com/email-digital-marketing/articles/KnowledgeBase/5409-average-industry-rates?lang=en_US



-
- // Section 2 – Rebalance the country’s tax take between central and local government – **98.0% in favour**, 2.0% against, 0% abstain.
 - // Section 3 – Create stronger, more authentic relationships between local government and iwi, hapū and Māori – **76.1% in favour**; 19.5% against; 4.4% abstain.
 - // Section 4 – Align central, regional and local government priorities – **93.6% in favour**, 6.4% against, 0% abstain.
 - // Section 5 – Strengthen local democracy and leadership – **89.4% in favour**; 10.6% against; 0% abstain.

What now for FBLG?

Not everything in the package of ideas that came out of the Future by Local Government process will be palatable to the new government and some ideas won’t be advanced in this political term. The package approved at the SGM is the start of a long-term platform for advocacy that goes beyond this current government (and the next too). The next step is to tailor our advocacy to the appropriate audience – right now for the National-led Coalition – and to actively involve members in that. This will be workshoped at our April sector meetings.

Choose Localism

We have developed a plan to activate Choose Localism this year that includes political, member and media engagement, with our annual SuperLocal Conference a key milestone where localism will be brought to life.

A key part of our work will be launching a Choose Localism toolkit, which our Policy Team is working on. This will be a practical resource for elected members and staff that shows how councils can adopt localism as part of their core work. We’ll be releasing the toolkit in stages, with the first part of the toolkit focused on applying localism to engagement and consultation processes. We plan to use the toolkit as a way to showcase good practice examples of work happening across councils.

As part of the Choose Localism campaign, we are looking at ways to tackle the issue of voter turnout (and therefore mandate) for local government. There have been several reviews and numerous calls for local government electoral reform over the years, with no progress being made. Only four out of ten eligible voters have their say in local elections, compared with eight out of ten for central government. Mayor Nick Smith, who has been part of a number of Justice Select Committees looking into this, will lead an LGNZ Technical Working Group to get traction on the issue. The working group will have a very clear purpose: to drive LGNZ's advocacy work to strengthen the democratic mandate for local government to represent and meet the needs of its communities. Moving local government to a four-year term will be part of this work.



Priority/04

Ramping up our work on climate change

Inquiry into community-led retreat and climate adaptation funding

In late 2023, we submitted on the inquiry into community-led retreat and climate adaptation funding that was started by the previous government. Our submission stressed the importance of an enduring framework for climate adaptation and retreat that has cross-party support. We have encouraged the government and Environment Committee to continue with the inquiry and climate adaptation work in both our submission and our briefing to the incoming government. We understand that work is underway to re-ignite the inquiry. There is a real opportunity for LGNZ to play an active role in working with the Government to develop its climate change adaptation policy framework.

Other climate change work

In late 2023, we worked with Whakatāne District Council, Northland Regional Council, the Aotearoa Climate Adaptation Network (ACAN) and Beca to produce guidance that sets out climate change legislative requirements and reforms that councils should think about when preparing their LTPs. This guidance will be a living document and updated in the coming months to reflect the new Government's emerging policy and legislative reform programme.

We also supported ACAN's two-day hui for council staff working in the adaptation space in Christchurch, which was attended by over 100 people.

Support for Cyclone-affected councils

We've continued to engage with affected members on what they needed from additional orders in council or support from the new Government. Alongside helping councils to address their specific needs, we've continued our wider call for a more sustainable approach to emergency event recovery, which has been included in recent submissions as well as in the Briefing to the Incoming Government.

Our Policy Team met with the secretariat of the Cyclone Gabrielle Recovery Taskforce to support development of their insights framework, which seeks to capture the lessons learned from their work. We have also started engagement with the Department of Prime Minister and Cabinet on their next steps on their critical infrastructure framework and minimum standards.

The report on the Government Inquiry into the Response to the North Island Severe Weather Events is expected to be out shortly. We understand that consideration of the Emergency Management Bill (which we submitted on in October 2023) is on hold until the release of this report, so the Select Committee can consider it and any changes needed to the Bill. This may involve further submissions or engagement.



Priority/05

Delivering and building on our core work

Water services reform

LGNZ advocated for more time and flexibility around LTPs given the changes to water reform. This was achieved, with the repeal of the previous government's water services legislation giving councils an additional three months to adopt their LTPs, ability to forgo the audit of the consultation document, and to reduce consultation requirements on subsequent amendments. Alternatively, councils can defer development of their LTP for 12 months if they produce an enhanced Annual Plan.

The replacement approach for water services will be rolled out in two parts. A first bill will be passed by the middle of the year and will require the development of service delivery plans (which will be the vehicle to self-determine future service delivery arrangements). This bill will also put in place transitional economic regulation and provide a streamlined process for establishing joint water services CCOs. A second bill will be introduced at the end of the year and will set out provisions relating to long-term requirements for financial sustainability, provide for a complete economic regulation regime, and introduce a new range of structural and financing tools, including a new type of financially independent council-controlled organisation.

Taumata Arowai is starting to develop regulations for storm water and wastewater, and attended LGNZ sector meetings in March.

Resource management reform

Having repealed the Natural and Built Environments and Spatial Planning Acts prior to Christmas, the Government has worked at pace to develop a new fast-track consenting regime, with legislation introduced to the House in early March. We are planning to make a joint submission on the Bill with Taituarā and Te Uru Kahika.

We're also thinking about how we can influence the new Government's thinking around what a replacement resource management system could look like – which is something it has signalled it's interested in. Our sense is that there is alignment across the membership on some aspects of resource management, including strong support for retaining regional spatial planning, shifting to integrated national direction and developing a climate adaptation framework. There is also a strong desire to see local and regional planning decisions made at place.

We also understand that the new Government is working at pace to make a number of changes to the NPS-Freshwater Management. We're monitoring these changes closely along with Te Uru Kahika.

Transport

Late last year we stood up the LGNZ Transport Forum, which includes a mix of National Council spokespeople and other representatives. The group has recently met to discuss its work programme, following both National Council's adoption of the [Position Statement on Transport](#) and the swearing-



in of the new government, which gave us a steer on the broad direction for transport policy over the next three years and beyond. Mayor Neil Holdom has been elected Chair of the forum.

The Forum will support the development of LGNZ's submission on the [draft Government Policy Statement on Land Transport](#), which is due on 2 April 2024.

Our position statement includes the following key policy objectives:

- // A strategic, long-term approach to planning that joins up central and local government decision-making to address maintenance and climate adaptation needs.
- // Sufficient, long-term transport investment that prioritises resilience building, safety and better asset management across both new developments as well as maintenance and renewals.
- // Integrated transport and freight networks that support placemaking by connecting our rural communities, towns and cities and making them great places to live and work.
- // A transport network that can adapt to the future climate and prioritise decarbonisation.

City and regional deals

The Government has strongly signalled interest in long-term city and regional deals as a way to partner with local government to create pipelines of regional projects.

In late 2023, we commissioned Linda Meade, Director at Kalimena Advisory, to provide insight into the international experience around city and regional deals, and how this might be applied in the New Zealand context. [The paper](#), which was presented at the November Metro Sector meeting and has since been shared with members more widely, set out background on the key elements of city and regional deals, different options that have been used in the United Kingdom and Australia, and considerations and key takeaways that could be applied when designing a city and regional deals framework for New Zealand.

We're continuing to think about how city and regional deals can be structured to maximise the benefits for local government. The Policy Team is pulling together a think piece that will highlight how city and regional deals could support better alignment between central and local government. This will be shared with members and support conversations we're having with Ministers and officials on the framework for these deals.

Local government funding and financing

We have commissioned NZIER to estimate the financial impacts of various reforms on councils – which is all about quantifying the unfunded mandate. This work will support our ongoing conversations with the Government on how they consider and mitigate the implementation and operational costs on local government of their reforms. The specific areas we are costing (National Policy Statement for Freshwater Management, National Policy Statement on Urban Development and Medium Density Residential Standards, Local Alcohol Policies, improving recycling and food scrap collections) have been chosen to be representative of reforms with a range of impacts on councils. This work is expected to be completed in May.



We've also recently commissioned Brad Olsen and the team at Infometrics to develop a report that looks at the various factors that have driven up local government's costs. We'll be sharing this with members shortly, and discussing it in detail at our April Combined Sector Meeting.

Both of these pieces of work are part of the broader advocacy we're doing around rates rises and building community understanding of the reasons for them.

Ratepayer Assistance Scheme

The RFS is a special purpose tool that would provide support to ratepayers to finance any local authority charge. With balance sheet separation, and proximity to both local and central government, it would have a very high credit rating and therefore be able to provide the cheapest possible financing terms to ratepayers.

The Ratepayer Financing Scheme's flexibility would enable it to support:

- // Development contributions to enable housing development.
- // Home improvement policy to meet healthy homes, earthquake strengthening, home insulation and solar panel installation, water separation and storage etc.
- // Rates postponement to provide relief to ratepayer experiencing affordability pressures.

A detailed business case supporting the RFS's viability has been completed with the support of Auckland, Hamilton, Tauranga, Wellington, Christchurch councils alongside the LGFA and LGNZ. So far Auckland and Tauranga have confirmed financial support to establish the RAS.

Remits

We're continuing to make progress on remits where we can – though as is always the case following a General Election, progress has slowed somewhat as we wait for the new government to bed in and understand how our remits relate to its priorities. We are thinking carefully about ways that we can build remits into our existing policy and advocacy work programmes to maximise limited resources across a wide number of issues.

Remit	Progress update
Allocation of risk and liability in the building sector	We raised the issues that this remit addresses through our involvement in a working group that was reviewing the building consent system in 2023. Our Metro Sector met with the Minister for Building and Construction in March 2024. More substantive work is needed to progress this remit.
Rates rebates	We wrote to the Minister of Local Government on 21 January 2024 asking the Government to amend the Rates Rebate Scheme and benchmark further increases to changes in the local government cost index.
Roading/transport maintenance funding	This remit will be picked up through the work that our Transport Forum leads.
Local election accessibility	For us to achieve the intent of the remit, there will need to be an amendment to the Electoral Act 1993. We will begin work soon to



	develop a case for change before engaging with the Minister of Justice.
Ability for co-chairs at formal meetings	Guidance on how to introduce co-chairs, which has been informed by legal advice, has been incorporated into our revised Guide to the LGNZ Standing Orders Template, which was published in early February 2024.
Parking infringement penalties	We're yet to start substantive work to progress this remit.
Rural and regional public transport	This remit will also be picked up through the work that our Transport Forum leads.
Establishing resolution service	National Council agreed that work to progress this remit will form part of our 2023 – 2025 strategy.
Earthquake prone buildings	We met with the Deputy Mayor of Manawātū District Council to begin development of a proposed plan for next steps on this remit, which will be delivered this year. We have also reached out to Engineering New Zealand to understand their perspectives on the viable options.
KiwiSaver contributions for elected members	We've received legal advice from Simpson Grierson on the changes that would need to be made to the Local Government Act 2002 and the KiwiSaver Act 2006 to enable elected members to be eligible for KiwiSaver contributions and have begun drafting advice for Ministers and officials.
Scope of audits and audit fees	Part of the approach to reduce audit fees is to ensure that the legislative requirements and scope (and resulting repetition and complexity) of Long-Term Plans and Annual plans and reports are reduced to be better aligned with needs and cost less to audit. To support this, we are in the process of undertaking a desktop review of a number of reports that made recommendations on how to achieve this. We've also made recommendations around the need revisit councils' planning and accountability obligations in our Future by Local Government Consensus Outcome Paper.

Other policy and advocacy work

Freedom camping

The Policy Team have released updated guidance and a model bylaw that reflect recent amendments to legislation and case law, to support councils to develop, review, and administer bylaws relating to the Freedom Camping Act 2011 (FCA). Amendments to the FCA came into force on 7 June 2023, but there is a transitional period before the new certification for self-contained motor vehicles and related provisions come into force.

The Ministry of Business, Innovation and Employment and the New Zealand Motor Caravan Association part funded this work, and we worked with them and Taituarā to develop it.



The guidance is available [here](#). Two versions of the new model bylaw are available, [one](#) highlighting the changes to the 2018 model bylaw, and [one](#) without the highlighted changes.

Drought planning

We were engaged by the Ministry for Primary Industries to participate in an all-of-government group that undertook work to prepare for expected impacts of drought over Summer 2023-2024. Our involvement in this work was principally to ensure that local government remains front and centre in the government's planning and thinking, and to help provide appropriate communications channels back to councils.

Media

Media was a strong advocacy tool used to its full advantage during the pre-election period when politicians were in the middle of campaigning. The post-election period, including when special votes came out and coalition talks were underway, was also a good opportunity to thrust local government issues into the political spotlight. This served dual purposes: to inform political journalists of the challenges that government needs to address to ensure local government thrives; and to firmly demonstrate to the incoming government that the challenges facing local government needs the Government's attention or they risk not being able to deliver on their priorities.

Here are some examples of LGNZ's proactive work in that period:

- [Funding anxiety across the country as local government considers its future | The Post](#)
[Councils plead for more certainty over National's Three Waters plans | RNZ News](#)
- [Local councils facing cost pressures across the country | RNZ](#)
- [Councils plead for clarity on water infrastructure reform | RNZ](#)
- [Christopher Luxon claims victory: 'Our children can grow up to live the lives they dream of' | Newsroom.co.nz](#)

Towards the end of last year, our media campaign centred on proposed rate rises and what's driving them ramped up. LGNZ led the narrative by using champions like Cameron Bagrie and Āpopo to visibly back our message. Sam also fronted a proactive media conference and numerous interviews over December and January. As at the end of February, we generated 48 unique pieces of media coverage capturing Sam's message for the need for more funding and financing tools for local government.

Another major piece of advocacy through media is four-year-terms for local government. Sam has used every opportunity to talk about the efficiencies we'd gain by implementing longer electoral terms. This has led to stories in local papers as well as in-depth coverage by RNZ's political reporter, Russell Palmer.

Our social media channels have had a 16.4% increase in engagement for the last quarter compared to this time last year, along with a 458% increase in followers. In March, we're launching a social media campaign to further amplify a national perspective on rates rises. This campaign aims to explain why rate rises occur, especially in the face of rising living costs, and to highlight that this is a widespread systemic issue. Through this series, we'll explore how councils are financed, the services they offer, and the benefits residents receive from their investment in rates. This is part of a wider



campaign to support councils in the rates rise conversation that will include other resources for members.

Conference and Excellence Awards update

Planning continues for both SuperLocal 2024 and the Community Board conference in August in Wellington. There will be additional events for Te Maruata, Young Elected Members, LGNZ’s Annual General Meeting, Mayors for Taskforce breakfast and numerous networking events spread across the three days. Work on various streams such as programme and speakers, awards, engagement and marketing is underway. The theme this year is Bringing localism to life, and once again, we’re stepping up the programme to reflect the feedback we got last year and ensure we have the right mix of informative, practical and inspirational content.

Engagement with members, including sector and zone meetings

Our new website went live in December. It provides much more flexibility to showcase local government and all it has to offer our communities, as well as a home for resources, news and insights – and a working search function.

We met with zone administrators and chairs in early February to talk about any challenges and opportunities, and for LGNZ to share what’s happening more broadly to help develop agendas. This was the first in a series of three meetings.

On 13 April, we held a zoom for women in local government. We’ve been repeatedly asked to provide a forum to help support women elected members, so we created this zoom as a starting point. About 20 women attended and there was really strong engagement during the zoom, which was led by Christchurch City Councillor Sara Templeton. We are planning to hold a lunch immediately before SuperLocal as the next step in this conversation.

We have achieved outstanding open rates for *Keeping it Local* this year so far. If you’re not receiving *Keeping it Local*, which is our key communications channel and goes out fortnightly on Thursdays, please get in touch.

Date	Open rate	Subject line
19-Jan	67%	We’ve developed new freedom camping guidance and a model bylaw
1-Feb	68%	We’ve updated our Guide to Standing Orders Templates
15-Feb	60.20%	Talking all things localism with National Party MPs

We’re also planning the launch of a monthly zoom for all elected members. To make sure this is successful and responds to member needs, we’ve carrying out a series of phone conversations with some randomly selected elected members as part of that planning. The first zoom will be held in late March/early April and will focus on online safety/harassment.



Mayors' Taskforce for Jobs

Mayors' Taskforce for Jobs (MTFJ) is refreshing its five-year strategic plan. The plan reconfirms the focus of the MTFJ kaupapa firmly on rangatahi, particularly those youth who are NEET (Not in Employment, Education or Training).

To support this strategic planning, we've completed two pieces of research on the value of MTFJ and where opportunities might lie for both sustainable funding and future growth. TRA (The Research Agency) completed a qualitative research piece on the MTFJ Community Employment Programme, which is funded through our current partnership with MSD. The research explored its value proposition, potential scope and growth parameters. Critical findings included the complexity of NEETs, the innovative success of the programme, and the unique impact that the authority bias of the Mayor has in this initiative. The Impact Lab Social Return on Investment review resulted in the very credible finding of \$5.60 return for every \$1.00 spent, alongside strong commentary on other positive key social accountability metrics.

The evidence from these two pieces of research, alongside our own data and analysis, underpin our engagement with the Government and targeted Ministries as we work to strengthen existing funding arrangements and explore new opportunities. We continue to position MTFJ as a tangible exemplar of localism in action.

The 35 current-CEP-contract councils are reviewing their six-month performance milestone in the two-year contracts, with the MTFJ team's support. We are in good shape to fully deliver contracted outcomes.

We have also welcomed two new councils into the MSD-funded contract – Central Otago DC and Kāpiti Coast DC. They are being supported to pilot initiatives.

In late February we hosted a very successful national gathering of 80+ MTFJ coordinators, key council staff and MSD colleagues in Wellington.

Te Uru Kahika and the LGNZ Regional Sector

The LGNZ Regional Sector met virtually in January to consider how the change of government will impact on its priorities. Our Regional Sector and Te Uru Kahika share three priorities: climate resilience, resource management system, Te Ao Māori. It was agreed that the new government's reform agenda in freshwater, water services regulation and transport are also priorities for engagement.

These priorities informed the agenda for the first Regional Sector meeting of the year on 7-8 March. The Sector had dinner with Minister McClay (Agriculture, Forestry, and Trade) and Minister Simmonds (Environment) and met with Minister Bishop (RM Reform and Infrastructure), which was a good opportunity to form relationships and understand their priorities for their respective portfolios. They also had good meeting with Minister Bishop where he outlined his priorities and the Government's forward programme on resource management reform. The sector shared their desire for close collaboration on implementation and what they want to see from resource management changes.



Our team is meeting regularly with Te Uru Kahika to ensure we are joined up in our support for the Regional Sector. We continue to work together closely on submissions and engagement on central government reforms; for example, on submissions on the inquiry into community-led retreat and the proposed National Policy Statement for Natural Hazard Decision-making. We're also engaging closely with Te Uru Kahika on resource management reform.

Young Elected Members

The annual YEM hui was held in late 2023 in Waitangi. The YEM Committee, LGNZ and Far North District Council delivered a very successful three-day hui for around 45 YEM that included a range of panel discussions, workshops, keynote speakers, a tour of the Waitangi Treaty Grounds and visits to other culturally significant sites in the Far North.

The programme content included leveraging opportunities through partnerships to deliver good outcomes for communities, developing the YEM Strategy and Kaupapa, effective leadership and looking after your health and wellbeing as a leader, how to effectively engage with the media and building cultural confidence and understanding. Creative New Zealand sponsored the event, which helped to keep costs down and enabled a panel session that focused on how councils can invest in arts and culture in their long-term plans to support wider economic, social and cultural wellbeing outcomes for their communities.

Attendees gave their overall hui experience an average rating of 9.4 (1 being poor, 10 being outstanding). Because of LGNZ's cooperation agreement with Auckland Local Boards, two Auckland Local Board members were able to attend.

The YEM Committee meet online in March. As well as discussing the next Hui and their pre-SuperLocal gathering, the Committee will be refining the YEM Strategy and Kaupapa based on feedback was received from the network at the end of last year.

Community Boards Executive Committee

Over the last few months CBEC has been actively involved in a number of initiatives:

- // **Satisfaction survey of community boards and mayors:** CBEC commissioned FrankAdvice to undertake a survey of community boards and mayors to better understand the mood of community boards, and relationships between councils and community boards, as well as identify areas for improvement, with particular emphasis on roles, remuneration and relationships with councils. The final report, with recommendations, is expected to be released in late February. The findings will be used for ongoing advocacy by CBEC and to inform updates to the Governance Guide for Community Boards.
- // **Community Boards Conference:** CBEC is well underway with planning for the 2024 Community Boards Conference, which is being held as part of SuperLocal. CBEC members have been working hard with the LGNZ team to pull together a programme, and seek speakers and sponsorship.
- // **Declarations:** the Committee has discovered that some councils do not require appointed board members to make a community board declaration – creating a potential risk to councils should a board decision be challenged on the basis that some members were ineligible to vote. CBEC sought legal advice, which confirmed that all appointed members should make a community



board declaration as well as their council declaration. That advice has been sent to all councils with community boards.

// **Remuneration:** CBEC is working with the Remuneration Authority to improve the basis on which community board remuneration is set. CBEC is working on a “time and motion” survey to provide more accurate information to the Authority on the nature of community board members’ responsibilities and the time board members spend on official duties. The Authority has not been able to resolve how to remunerate boards with additional responsibilities (member pay is based on population without any consideration of the level of responsibility). CBEC plans to provide feedback to the Authority when it is next reviewing its remuneration approach, within the next year or so.

The Committee met in person in Wellington in late February and is looking forward to having Te Maruata and YEM representatives join them in the coming weeks.

Council capability

CouncilMARK

Our continuous improvement programme has undergone significant enhancements over the past year in response to feedback from the sector. These changes aim to increase programme participation and deliver greater value to participating councils. The programme has extended its focus beyond independent assessments to support councils throughout their continuous improvement journey, both before and after assessment.

It now emphasises wraparound support for councils, the establishment of development benchmarks and aligning council performance with priorities. The introduction of additional development pathways facilitates the translation of assessment findings into actionable plans, enabling councils to optimise their performance.

Ākōna

In late 2023, we developed and launched six new courses, including Health & safety, Chairing meetings, Writing and delivering great speeches, Working with media, Engaging with Māori, and LGOIMA. Many of these have been in response to requests from councils and designed in conjunction with council experts. We worked closely with Tararua District Council on the Health & Safety module – a first for elected members – and with Queenstown Lakes District Council on the LGOIMA module. Chairing meetings, giving great speeches and working with the media have all been popular with our subscribed councils.

New courses being developed ready for release over the next few weeks include:

- // Climate Change
- // Decision Making
- // The CE Relationship
- // Te Reo
- // Unconscious Bias



Refer to **Appendix 1** for a complete list of learning and development assets.

A targeted workshop focused on Chaining Meetings/Standing Orders has also been developed, along with a Critical Thinking workshop. A survey was distributed in February to identify preferred Ako Hour topics – this will lead to a 2024 schedule being built and promoted by the end of March

We're working closely with Taituarā and the Local Government Commission. Discussions have begun with Taituarā to develop an induction pack that will include pre-elected learning resources, (as per the framework). A pre-candidacy package of learning will also soon be developed to support the promotion of local governance participation in our communities.

Guidance and advisory for members

The Policy Team has been working on several pieces of research and good practice guidance over the past four months. These include:

- // **The 2022 -25 elected member census:** This summary report shows that there has been a significant increase in the number of members who identify as Māori and that overall, members are getting younger.
- // **Local government voters 2022:** This report summarises the survey of voters and non-voters undertaken shortly after the 2022 elections. It shows the number of voters aged between 18 – 25 has grown significantly since 2001, and a big increase in the number of voters who placed their completed voting papers in a ballot or voting box from 12% in 2016 to 28% in 2022.
- // **An elected members' guide to representation reviews:** This is to strengthen elected members' and citizens' understanding of the representation review process.
- // **Ombudsman's report on workshops – update to standing orders guidance:** In October 2023 the Ombudsman published a report "Open for Business" in which he was critical of the number of public excluded workshops held by councils. The report, while finding that there was no evidence that workshops were being used for making decisions, made several recommendations for improvements. We have commissioned Simpson Grierson to review the recommendations and incorporate those that are relevant into LGNZ's Guide to Standing Orders. We expect to republish that Guide later this year.
- // We've recently updated our **Guide to the LGNZ Standing Orders Template**. The updates provide councils with guidance on how to amend their standing orders to incorporate changes to the definition of a quorum (for those joining by audio visual means). They also provide guidance on the Ombudsman's recent report on public access to workshops.
- // We're working with the Taituarā Democracy and Participation Working Group to fine tune our **Standing Orders Template**, with a focus on readability. The updated version will be available to councils in early 2025, giving plenty of time to be prepared ahead of the 2025 local body elections. The new template will also reflect legislative changes made since mid-2022 when the current template was drafted.



Moata Carbon Portal

The Moata carbon portal is a tool that allows embedded (capital) carbon to be measured and monitored across any capital works programme. It enables councils to account for and reduce carbon emissions generated from water, transport and infrastructure (vertical and horizontal) projects. We have also been in planning mode for Mott MacDonald to attend the first Zone meeting of the year to provide an overview of the carbon portal as well as some findings from the carbon baseline completed on Queenstown Lakes LTP in 2023.

The findings from this baseline were that water projects accounted for 55% of QLDC's total capital carbon, with transport accounting for 24% and built environment 21%. Over the course of their LTP, their highest carbon peaks were predicted for 2023 and 2030, with recommendations provided on integrating carbon assessments into their approval and delivery processes.

Our subscribers now include Auckland Water Care, Tauranga, Napier, Wellington Water and Queenstown Lakes. We are also having conversations with New Plymouth and Nelson councils.

We also held New Zealand's first Carbon Crunch event this year with then-Minister James Shaw the keynote speaker. The event included presentations from Auckland Council, Transpower and Wellington Water on how they are tracking on their decarbonisation journey. [A white paper](#) from this event has been developed.

Libraries partnership

Our Libraries Advisor will be with LGNZ until the end of June 2024, when the project funding comes to an end (this was a Covid-19 recovery initiative). The work programme agreed to with DIA and the New Zealand Libraries Partnership Programme has included sharing findings from research to identify the value of public libraries as vehicles for service delivery. At the end of 2023, the Advisor met with council leaders and library staff in the Far North and Whangārei, and in early 2024 is visiting councils in Horowhenua, Palmerston North, Rangitikei, Taupō, Waipā and South Waikato. The conclusion of this project will include a report that will outline all the key trends identified and findings made across the three years.



Appendix 1: complete list of Ākona learning and development assets

Courses

There are now 17 courses available on Ākona.

- // Designing and Delivering Great Speeches
- // Chairing Meetings
- // Health & Safety and Good Governance
- // Engaging with Media
- // Engaging with Māori
- // LGOIMA
- // Funding & Finance
- // Asset Management
- // Engaging with your Community
- // Governance
- // What is Local Government?
- // Remuneration and Tax for elected members
- // LTP
- // Council Membership
- // Financial Governance
- // Navigating Local Government Meetings
- // Conflicts of Interest



All courses feature

Emodules

Interactive, immersive learning activities that break down complex topics for easy understanding and immediate application.

Resources

Templates, case studies, videos, websites and/or extra reading that support sustained learning practise.

Ako Hours

Live discussion groups, led by experts, focused on expansion and contextualisation of new knowledge.

Kōrero Corner

Social learning with peers and experts.

Added value

Partnership

Subscribed councils are welcome to request learning topics; most of our courses came about this way. Many courses were also built with council input – either the sharing of process, content, stories and/or case studies. This keeps our courses as fit for purpose as they can be. Note also that every course is reviewed by sector experts.

Elected member capability framework

For the first time, a framework that sets out capabilities needed to successfully fulfil the role of elected member has been developed. Mapped across 6 capability groups and 4 levels of capability (including pre-elected), the framework provides a clear view of what high performance looks like and the pathway to getting there.

An online self-assessment tool is currently being designed ready to be built into Ākōna. Soon Elected Members will be able to plot their strengths and opportunities across 6 capability areas that are unique to their role.

Advisory Services

The Ākōna tīma have a vast amount of experience working in complex learning environments, creating learning cultures and supporting others to do the same.

Whether you need support to identify training needs, develop learning specifically to your council needs or engaging your folk in learning, the tīma are here for you.



Digital platform – creating your own learning pathways and induction experiences

The new Ākona platform offers councils the opportunity to create their own learning pathway, create a place only accessible by their elected members to use for specific learning needs, induction etc.

All trackable, reportable and accessible at anytime from anywhere.

9 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATIONS

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - Confirmation of Public Excluded Minutes - Council 14 February 2024	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
9.2 - Confirmation of Committee Public Excluded Minutes - Audit and Risk 21 February 2024	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	<p>supplied</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	
--	--	--