

# MASTERTON DISTRICT COUNCIL

## COUNCIL AGENDA

## MEETING

**WEDNESDAY 15 SEPTEMBER 2021  
3.00PM**

### MEMBERSHIP

Her Worship (Chairperson)

Cr G Caffell

Cr D Holmes

Cr G McClymont

Cr T Nelson

Cr C Peterson

Cr B Gare

Cr B Johnson

Cr F Mailman

Cr T Nixon

Cr S Ryan

Notice is given that a meeting of the Masterton District Council will be held at 3.00pm on Wednesday 15 September 2021 at Waiata House, 27 Lincoln Rd, Masterton.

**RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS COUNCIL POLICY UNTIL  
ADOPTED**

10 September 2021



## 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:

<b>Whakamana Tangata</b>	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.
<b>Manaakitanga</b>	Recognising and embracing the mana of others.
<b>Rangatiratanga</b>	Demonstrating effective leadership with integrity, humility, honesty and transparency.
<b>Whanaungatanga</b>	Building and sustaining effective and efficient relationships.
<b>Kotahitanga</b>	Working collectively.

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## **AGENDA**

1. Karakia
2. Conflicts of Interest (Members to declare conflicts, if any)
3. Apologies
4. Public Forum
  - Allan Kirk - Climate Change
  - Masterton Action Group - Petition in relation to the Civic Centre
5. **Late items for inclusion under Section 46A(7) of the Local Government Official Information and Meetings Act 1987**
6. **Items to be considered under Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987:**
  - Minutes of the Council meeting held with the public excluded on 4 August 2021
  - Report of the Audit and Risk Committee meeting held 18 August
  - Security Enhancements
  - Standing Delegation for Appointment of RMA Hearing Commissioners
7. **Confirmation of Minutes of the Council meeting held on 4 August 2021 (142/21)** Pages 101-110
8. **Confirmation of Minutes of the Emergency Council meeting held on 24 August 2021 (160/21)** Page 101
9. **Confirmation of Minutes of the Extraordinary Council meeting held on 30 August 2021 (164/21)** Pages 101-102
10. **Report of the Audit and Risk Committee meeting held 18 August 2021 (153/21)** Pages 401-406
11. **Report of the Infrastructure and Services Committee meeting held 25 August 2021 (162/21)** Pages 301-302
12. **Report of the Awards and Grants Committee meeting held 8 September 2021 (169/21)** Pages 201-211.

## **FOR DECISION**

13. **PROHIBITION OF CONSUMPTION OR POSSESSION OF ALCOHOL - CASTLEPOINT AND RIVERSDALE BEACHES – LABOUR WEEKEND 2021 AND NEW YEAR CELEBRATIONS 2022 (165/21)** Pages 121-130
14. **PROPOSED AMENDMENTS TO THE WELLINGTON REGIONAL LEADERSHIP COMMITTEE AGREEMENT AND TERMS OF REFERENCE (166/21)** Pages 131-154
15. **WAIRARAPA ECONOMIC DEVELOPMENT ARRANGEMENTS(170/21)** Pages 155-159

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16. **HIGH COURT APPLICATION AND LTP AMENDMENT FOR PANAMA VILLAGE** (171/21)  
Pages 160-167

**FOR INFORMATION**

17. **CHIEF EXECUTIVE'S REPORT** (173/21) Pages 168-182

18. **MAYOR'S REPORT**  
A verbal report will be provided

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## **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED** **COUNCIL MEETING – WEDNESDAY 15 SEPTEMBER 2021**

MOVED BY:

SECONDED BY:

That the public be excluded from the following parts of the proceedings of the meeting of the Masterton District Council:-

### Confirmation of Minutes

19. Minutes of the Council meeting held with the public excluded on 4 August 2021

20. Report of the Audit and Risk Committee meeting held 18 August 2021

### General Business

21. Security Enhancements

22. Standing Delegation for Appointment of RMA Commissioners

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution 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(1) for the passing of this resolution
Confirmation of minutes of the Council meeting held with the public excluded on 4 August 2021	Refer to pages 110	Refer to pages 110
Confirmation of report of the Audit and Risk Committee meeting held with the public excluded 18 August 2021	Refer to pages 404-406	Refer to pages 404-406
Security Enhancements	(7)(2)(h) – Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. (7)(2)(j) – Prevent disclosure or use of official information for improper gain or improper advantage. Ground(s) Under Section 48(1) for the Passing of the Resolution 7(2)(b)(ii) – Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	s48(1)(a) That the public conduct of the whole or 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. Where the local authority is named or specified in the First Schedule to this Act, under section 6 or section 7 except section 7(2)(f)(i) of this Act.
Standing Delegation for Appointment of RMA Commissioners	7(2)(a) To protect the privacy of natural persons, including that of deceased natural persons).	s48(1)(a) That the public conduct of the whole or 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. Where the local authority is named or specified in the First

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Schedule to this Act, under section 6 or section 7 except section 7(2)(f)(i) of this Act.

**MINUTES OF THE MEETING OF THE MASTERTON DISTRICT COUNCIL HELD AT  
WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON, ON WEDNESDAY 4 AUGUST 2021  
AT 3.00PM**

**PRESENT**

Mayor Lyn Patterson (Chair), Councillors G Caffell, B Gare, D Holmes, B Johnson, G McClymont, F Mailman, T Nelson, T Nixon, C Peterson and S Ryan and iwi representatives Ra Smith and Tiraumaera Te Tau.

**IN ATTENDANCE**

Acting Chief Executive, Manager Finance, Manager Strategic Planning, Acting Manager Community Facilities and Activities, Communications and Marketing Manager, Senior Communications Advisor, Project Delivery & Assets Manager, Project Manager, Senior Advisor Wastewater Strategy and Compliance, Project Administrator, Governance Advisor, one media representative and 10 members of the public.

**KARAKIA**

Her Worship led the karakia.

**CONFLICTS OF INTEREST**

Councillor Nixon declared in relation to the agenda item on the Hood Aerodrome Masterplan that her partner was the Hood Aerodrome Manager and in relation to the agenda item on the 24 Hour RV Dump Station that she was the President of the Masterton A&P Society.

Councillor Holmes declared, in relation to the agenda item on the 24 Hour RV Dump Station, that he was on the Board of the Masterton A&P Society.

Councillor Ryan declared, in relation to the agenda item on the Skatepark Existing Structure Repairs, that she is a shareholder in a company that is doing some work for the lead contractor on the project.

**APOLOGIES**

There were no apologies.

**PUBLIC FORUM**

- Ian Gunn spoke to Council about water usage in the Masterton District.

**LATE ITEMS FOR INCLUSION UNDER SECTION 46A(7) OF THE LOCAL  
GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987**

There were no late items.

**ITEMS TO BE CONSIDERED UNDER SECTION 48(1)(A) OF THE LOCAL GOVERNMENT  
OFFICIAL INFORMATION AND MEETINGS ACT 1987**

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- Minutes of the Council meeting held with the public excluded on 30 June 2021
- Land Acquisition

Moved by Councillor Holmes

**That in terms of section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 the items be dealt with at this meeting.**

Seconded by Councillor Nixon and CARRIED

## **CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD ON 30 JUNE 2021** (126/21)

Moved by Councillor Johnson

**That the minutes of the meeting of the Masterton District Council held on 30 June 2021 be confirmed.**

Seconded by Councillor Gare and CARRIED

## **AMENDMENTS TO DELEGATIONS REGISTER – PARTS A & B** (128/21)

This report seeking Council adoption of amended text in Parts A and B of the Masterton District Council Delegations Register was taken as read.

Moved by Councillor Nixon

**That Council:**

- (a) Receives the report 'Amendments to Delegations Register – Parts A and B (Report reference 128/21)' dated 4 August 2021.**
- (b) Adopts the amended Masterton District Council Delegations Register – Parts A and B as contained in Attachment 1 to Report 128/21.**

Seconded by Councillor Mailman and CARRIED

## **ESTABLISHMENT OF A CIVIC FACILITY PROJECT COMMITTEE** (132/21)

The report seeking the Council's agreement to establish a Civic Facility Project Committee to provide governance and support for the Civic Facility project, for the 2019-22 triennium was presented by the Acting Chief Executive.

Members discussed the recommendations and the terms of reference for the Committee. Some felt that the decisions made by the Committee should be brought back to full Council for ratification as the Committee should be making recommendations not decisions, or that the Committee should at least be required to report back to Council, while others felt that a requirement to bring decisions back to Council would lead to delays and more expense as additional Council meetings would be needed to ratify decisions in the timeframe that would be required.

The elected member appointees to the Committee were discussed. Appointments proposed were the Councillor Johnson (as Chair of the Infrastructure and Services Committee), Councillor Gare and Councillor Nixon.

The recommendations were taken in parts, with (a) to (e) taken first then (f).



Moved by Councillor Mailman

**That Council:**

- a. **Receives Report 132/21;**
- b. **Approves the establishment of a new Civic Facility Project Committee, in accordance with Schedule 7, Clause 30(1) of the Local Government Act 2002;**
- c. **Appoints the Deputy Mayor as the chairperson of the Civic Facility Project Committee;**
- d. **Appoints Councillor Brent Gare, Councillor Bex Johnson and Councillor Tina Nixon to the Civic Facility Project Committee;**
- e. **Approves the membership of the Committee as outlined in Attachment 1, noting the Mayor is an ex-officio member of all committees, and appoints the following individuals as external appointments to the Committees under Schedule 7 Clause 31 of the Local Government Act 2002:**
  - **Ra Smith, as the Kahungunu ki Wairarapa representative, to the Civic Facility Project Committee with full speaking and voting rights;**
  - **Tiraumaera Te Tau, as the Rāngitane o Wairarapa representative, the Civic Facility Project with full speaking and voting rights;**
  - **An external consultant with risk management, probity, and legal experience with full speaking and voting rights.**

Seconded Councillor Nixon and CARRIED

Moved Councillor Mailman

- f. **Approves the Committee Terms of Reference, including delegations, included in Attachment 1.**

Seconded by Councillor Nixon and LOST

Moved Councillor Caffell

**That Council approves the Civic Facility Project Committee Terms of Reference with an amendment noting that any delegated decisions must be ratified by Council.**

Seconded Councillor Nelson and CARRIED

**RESOLVED**

**That Council:**

- a. **Receives Report 132/21;**
- b. **Approves the establishment of a new Civic Facility Project Committee, in accordance with Schedule 7, Clause 30(1) of the Local Government Act 2002;**

- c. Appoints the Deputy Mayor as the chairperson of the Civic Facility Project Committee;
- d. Appoints Councillor Brent Gare, Councillor Bex Johnson and Councillor Tina Nixon to the Civic Facility Project Committee;
- e. Approves the membership of the Committee as outlined in Attachment 1, noting the Mayor is an ex-officio member of all committees, and appoints the following individuals as external appointments to the Committees under Schedule 7 Clause 31 of the Local Government Act 2002:
  - Ra Smith, as the Kahungunu ki Wairarapa representative, to the Civic Facility Project Committee with full speaking and voting rights;
  - Tiraumaera Te Tau, as the Rāngitane o Wairarapa representative, the Civic Facility Project with full speaking and voting rights;
  - An external consultant with risk management, probity, and legal experience with full speaking and voting rights.
- f. Approves the Civic Facility Project Committee Terms of Reference with an amendment noting that any delegated decisions must be ratified by Council

*[Note to Minutes: the amended Civic Facility Project Committee Terms of Reference are attached as Minutes Attachment 1].*

## **CIVIC FACILITY BUILD CONTRACT MODELS** (134/21)

The report seeking Council approval of the procurement contract method/model for the design, construction, and delivery of the Civic facility was taken as read.

Moved by Councillor G McClymont

### **That Council:**

- a. Receives Report 134/21;
- b. Agrees to the recommended procurement contract methods for the Civic facility build including:
  - Traditional lump sum contract for the quantity surveyor with a value not exceeding \$250,000;
  - Traditional lump sum contract for the architect with a value not exceeding 10% of the total construction cost;
  - Two step process for the main construction contractor starting with engagement via an Early Contractor Involvement model, followed by an open tender to market once the design is complete;
  - Traditional lump sum contract for the project manager with a value not exceeding 7% of the total construction cost; and

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- **Client supplied items to be procured under a traditional lump sum contract.**
- c. **Note that the responsibility for signing off contracts will be completed within existing Council officer delegations where applicable. Anything exceeding existing delegations will be signed off by the Civic Facility Project Committee or Council.**

Seconded by Councillor Ryan and CARRIED

## **PROPOSED AMENDMENTS TO FEES AND CHARGES 2021/2022: SENIOR HOUSING** (131/21)

The report seeking adoption of amendments to the Fees and Charges 2021/22 for Senior Housing was taken as read.

Moved by Councillor Peterson

**That Council adopts amendments to the Fees and Charges 2021/22 for Senior Housing.**

Seconded by Councillor Holmes and CARRIED

## **24 HOUR RV DUMP STATION – ALTERNATIVE LOCATION PROPOSAL** (129/21)

The report providing the Council with the outcome of the engagement with iwi in respect of the RV dump station at Henley Lake, and the subsequent recommendation that the RV dump station be installed at the site of the existing Council commercial dump station on Te Whiti Road was taken as read.

Whether the A&P Association had been approached again in relation to using their dump station as Masterton's 24 hour public dump station was raised. Staff advised that they had discussed the matter with the Association but that they would contact the Association again. An amendment to the recommendation was proposed to reflect the discussion.

Councillor Nixon declared an interest as the President of the Masterton A&P Association and Councillor Holmes declared an interest as a Masterton A&P Association Board member.

Moved by Councillor Ryan

**That Council request officers to have further discussions with the A&P Association and the New Zealand Motor Caravan Association and to report back to Council with the costs associated with that option.**

Seconded by Councillor Gare and CARRIED

Councillor Nixon and Councillor Holmes did not vote due to their declared conflicts as members of the A&P Association.

## **HOOD AERODROME MASTERPLAN ADOPTION** (130/21)

The report seeking Council approval of the Masterplan for Hood Aerodrome was presented by the Project Delivery and Assets Manager.

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Some members expressed concern that the Masterplan hadn't gone back to all the stakeholders before coming to Council and that the Aeronautical Study currently underway should come before the adoption of the Plan.

Staff advised that the Masterplan had gone back to some of the stakeholders who were happy with what was reflected in the document. In relation to the Aeronautical Study it was advised that the Study was based on the Masterplan and would look at the safety and operations of the aerodrome. It wouldn't change the Plan but would outline how to mitigate any risks. The Masterplan set out a vision for the aerodrome with a three stage process with trigger points and was about utilising the funding available to protect the asset for the future.

Moved by Mayor L Patterson

**That Council:**

- a. **Receives Report 130/21;**
- b. **Approves the Hood Aerodrome Masterplan 2021 (Attachment 1 to Report 130/21);**
- c. **Approves the Communications Plan for the Hood Aerodrome project (Attachment 2 to Report 130/21);**
- d. **Approves the media release announcing the Council's adoption of the Masterplan (Attachment 3 to Report 130/21); and**
- e. **Notes that the next stage of the project will include commencing the land acquisition and negotiation process with affected landowners**

Seconded by Councillor G McClymont and LOST

A new motion was put

Moved by Councillor Nixon

**That Council:**

- a) **Receives Report 130/21;**
- b) **Approves the Hood Aerodrome Masterplan 2021 (Attachment 1 to Report 130/21);**
- c) **Approves the Communications Plan for the Hood Aerodrome project with a modification around Stakeholder Engagement (Attachment 2 to Report 130/21);**
- d) **Approves an amended media release announcing the Council's adoption of the Masterplan (Attachment 3 to Report 130/21); and**
- e) **Notes that the next stage of the project will include commencing the land acquisition and negotiation process with affected landowners.**
- f) **Undertakes further engagement with stakeholders**
- g) **Agrees that the procurement process will continue alongside the engagement with stakeholders**

Seconded by Councillor Ryan and CARRIED

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**The meeting adjourned at 4.30pm**

**The meeting reconvened at 4.37pm**

All members and iwi representatives were present when the meeting reconvened.

## **ELECTED MEMBER REMUNERATION 2021/2022** (127/21)

The report requesting Council confirmation of receipt of the Remuneration Authority's determination for the 2021/2022 financial year and adoption of the revised Member's Expense Rules and Reimbursing Allowances document was taken as read.

Whether the \$25,000 restriction in the Local Authority (Members Interests) Act applied to payments made to iwi was raised. Staff advised that they would look into it.

Moved by Councillor Nixon

### **That Council**

- i. receives the 2021/2022 Elected Members' Remuneration Determination for Masterton District Council**
- ii. confirms the changes to Members' Expense Rules and Reimbursing Allowances for the 2021/22 year (as per Attachment 1 to Report 127/21).**

Seconded by Councillor Mailman and CARRIED

## **APPOINTMENT OF A COMMISSIONER** (135/21)

The report seeking Council approval to appoint independent Resource Management Commissioners for Alistair Aburn to hear and determine the application RM210049 Shelter Masterton Inc. for Residential Accommodation for up to 9 persons subject to permanent on-site care/supervision at 13 Elizabeth Street, Masterton was taken as read.

Moved by Councillor Caffell

### **That Council:**

- 1. Pursuant to section 34A of the Resource Management Act 1991 delegates authority to independent Resource Management Commissioner Alistair Aburn all the functions, powers and duties of the Council under the Resource Management Act 1991 necessary to hear and decide on:**
  - a. the application for Resource Consent RM210049 by Shelter Masterton Inc. for Residential Accommodation for up to 9 persons subject to permanent on-site care/supervision at 13 Elizabeth Street, Masterton on the land legally described as Lot 28 Deeds Plan 105 (MDC Ref: RM210049);**
  - b. any other Resource Management Act matters ancillary or related to resource consent application RM210049, under the Resource Management Act 1991.**

Seconded by Councillor Johnson and CARRIED

## **PRIORITY REVIEW OF FINANCIAL CONTRIBUTIONS IN THE WAIRARAPA COMBINED DISTRICT PLAN** (137/21)

The report seeking direction from the Council on whether to prioritise review of the Wairarapa Combined District Plan provisions for financial contributions before the rest of the Wairarapa Combined District Plan review, including proceeding with a Proposed District Plan Change on financial contributions in advance of a new Combined District Plan was presented by the Manager Planning.

Moved by Councillor McClymont

**That Council agrees that the Wairarapa Combined District Plan Joint Committee prioritise review of provisions for financial contributions in the Combined Wairarapa District Plan before the rest of the plan review, in order to initiate a proposed Plan Change to update such provisions as soon as possible.**

Seconded by Councillor Nixon and CARRIED

## **ADOPTION OF PARKS AND OPEN SPACES STRATEGY** (136/21)

The report presenting the Parks and Open Spaces Strategy Report on Submissions and seeking Council's adoption of the Parks and Open Spaces Strategy and its accompanying Implementation Plan was presented by the Acting Manager Community Facilities and Activities.

Moved by Councillor Caffell

**That Council:**

- a) **Receives the Report on Submissions (Attachment 1 to Report 136/21)**
- b) **Adopts the Parks and Open Spaces Strategy (Attachment 2 to Report 136/21)**
- c) **Approves the Implementation Plan and Stepping Up Guide as part of the Strategy (Attachment 3 to Report 136/21).**

Seconded by Councillor Holmes and CARRIED

Those who had worked on the Strategy were congratulated for the great work undertaken.

## **SUBMISSION ON THE MAORI ELECTORAL OPTION** (140/21)

The report seeking Council approval of a submission on the Māori Electoral Option was taken as read.

Moved by Councillor Johnson

**That Council approve Masterton District Council's submission on the Māori Electoral Option included as Attachment 1 to Report 140/21.**

Seconded by Councillor Gare and CARRIED

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## **SKATEPARK EXISTING STRUCTURE REPAIRS** (141/21)

The report seeking the Council's agreement to a reserve fund to cover the costs to repair the outer ring of the northern end of the skatepark was taken as read

(Ra Smith left the meeting at 4.55pm)

Moved by Councillor G Caffell

### **That Council:**

- a. **Receives Report 141/21**
- b. **Approves a reserve amount of up to \$150,000 for the purpose of remediating the outer ring of the existing skatepark surface and install additional pump track features at the northern end of the park.**

Seconded by Councillor Gare and CARRIED

Councillor Ryan did not take part in the vote due to her declared conflict.

## **CHIEF EXECUTIVE'S REPORT** (138/21)

The report providing Council with an update (as at 27 July 2021) on Council operations and projects was taken as read.

Members acknowledged the work of Masterton Neighbourhood Support and the award they had won for the WeConnect project.

Matters discussed included housing for refugees, which would be met from the private market, and community engagement around the playground equipment at Burling Park and Henley Lake which would be looked at now the Parks and Open Spaces Strategy had been adopted.

(Ra Smith returned to the meeting at 5.02pm).

Moved by Councillor Nixon

### **That Council notes the information contained in the Chief Executive's report 138/21.**

Seconded by Councillor Gare and CARRIED

## **MAYOR'S REPORT** (139/21)

The Mayor presented her report providing an update for members.

Councillor Nelson and Councillor Gare reported back on their attendance at the 2021 LGNZ Conference held in July.

In relation to the Three Waters Reform staff were asked whether there was any opportunity for the public to come to Council workshops in order to be better informed on the process. Staff would follow up on Council holding some public sessions although it was noted that there were still many unanswered questions in relation to the process.

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Moved by Mayor L Patterson

**That Council receives the information in Report 139/21.**

Seconded by Councillor G McClymont and CARRIED

**MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**  
**COUNCIL MEETING – WEDNESDAY 4 AUGUST 2021**

MOVED BY: Councillor Gare

That the public be excluded from the following parts of the proceedings of the meeting of the Masterton District Council:-

Confirmation of Minutes

18. Minutes of the Council meeting held with the public excluded on 30 June 2021

General Business

19. Land Acquisition

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution 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(1) for the passing of this resolution
Confirmation of minutes of the Council meeting held with the public excluded on 30 June 2021	Refer to page 116	Refer to page 116

Land Acquisition	7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
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Seconded by Councillor Nixon and CARRIED

**The meeting moved into public excluded at 5.23 pm**

**The meeting moved out of public excluded at 5.50pm**

**The meeting closed 5.50 pm**

Confirmed at the Meeting of the Council held 15 September 2021

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 Civic Facility Project Committee Terms of Reference
 

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<b>Function</b>	To provide governance advice and oversight with the design, capital raising, risk management and delivery of the Civic Facility project. Members will have oversight of project progress and will be required to use their experiences, skills, and knowledge to help guide and inform strategic decisions.
<b>Membership</b>	<p>Membership of the Project Committee includes:</p> <ul style="list-style-type: none"> <li>• The Deputy Mayor</li> <li>• Councillor Brent Gare, Councillor Bex Johnson and Councillor Tina Nixon</li> <li>• Ra Smith, as the Kahungunu ki Wairarapa representative, to the Civic Facility Project Committee with full speaking and voting rights</li> <li>• Tiraumaera Te Tau, as the Rāngitane o Wairarapa representative, the Civic Facility Project with full speaking and voting rights</li> <li>• an appropriately qualified external consultant with risk management, probity, and legal experience with full speaking and voting rights</li> </ul> <p>The Deputy Mayor is the chairperson of the Committee.</p> <p>The Mayor is also an ex-officio member of the Committee as afforded by Section 41A of the Local Government Act 2002.</p>
<b>Quorum</b>	The quorum of the Committee will be five members and include at least one iwi representative.
<b>Frequency</b>	The Committee will determine the frequency of its meetings which are likely to change to suit the phase of the project.
<b>Delegated authority</b>	<p><b>Power to Recommend to Council</b></p> <ul style="list-style-type: none"> <li>• Approve contract award for any contract in excess of Council officer delegations</li> <li>• Approve expenditure variances in excess of 15% of the planned budget</li> <li>• Approval of design specifications for critical functions of the facility</li> <li>• Agreement to the level of service element and any financial implications resulting from the operating model selection</li> <li>• Main construction contract award</li> <li>• Any naming rights or branding of the facility</li> </ul>

**MINUTES OF THE MEETING OF THE MASTERTON DISTRICT COUNCIL HELD VIA  
ZOOM ON TUESDAY 24 AUGUST 2021 AT 10.00AM**

**PRESENT**

Mayor Lyn Patterson (Chair), Councillors G Caffell, B Gare, D Holmes, B Johnson, G McClymont, F Mailman, T Nelson, T Nixon, C Peterson and S Ryan and iwi representative Tiraumaera Te Tau.

**IN ATTENDANCE**

Manager Assets and Operations, Manager Strategic Planning, Manager Finance, Acting Manager Community Facilities and Activities, Communications and Engagement Manager, Senior Advisor People and Capability, Governance Advisor.

**CONFLICTS OF INTEREST**

None were declared

**APOLOGIES**

There were no apologies.

**LATE ITEMS FOR INCLUSION UNDER SECTION 46A(7) OF THE LOCAL  
GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987**

There were no late items.

**APPOINTMENT OF ACTING CHIEF EXECUTIVE**

The report seeking the appointment of an Acting Chief Executive was taken as read, noting that the report was a procedural matter.

Moved Mayor L Patterson

**That Council:**

- (i) appoints David Hopman as Acting Chief Executive until a permanent Chief Executive is appointed and commences in the role.**
- (ii) delegates to the Acting Chief Executive all the Chief Executive's financial and non-financial delegations and responsibilities for the above period as provided for in law, including but not limited to those the Local Government Act 2002, and as contained in the Masterton District Council Delegations Register (adopted by Council on 18 December 2019 and updated on 4 August 2021) and any subsequent delegation.**
- (iii) notes that remuneration for higher duties is in place and that this will be reviewed at the next full Council meeting on 15 September 2021.**

Seconded Councillor B Gare and CARRIED

**The meeting closed at 10.09am**

**MINUTES OF THE EXTRAORDINARY MEETING OF THE MASTERTON DISTRICT  
COUNCIL HELD BY ZOOM ON WEDNESDAY 30 AUGUST AT 4.30PM**

**PRESENT**

Mayor Lyn Patterson (Chair), Councillors G Caffell, B Gare, D Holmes, B Johnson, G McClymont, F Mailman, T Nelson, T Nixon, C Peterson and S Ryan.

**IN ATTENDANCE**

Acting Chief Executive, Manager Strategic Planning, Manager Community Facilities and Activities, Communications and Engagement Manager, Corporate Planner, and Governance Advisor.

**KARAKIA**

Her Worship led the karakia.

**CONFLICTS OF INTEREST**

No conflicts were declared.

**APOLOGIES**

No apologies were received.

**LATE ITEMS FOR INCLUSION UNDER SECTION 46A(7) OF THE LOCAL  
GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987**

There were no late items.

**ITEMS TO BE CONSIDERED UNDER SECTION 48(1)(A) OF THE LOCAL GOVERNMENT  
OFFICIAL INFORMATION AND MEETINGS ACT 1987**

There were no items to be considered under Section 48(1)(A) of the Local Government Official Information and Meetings Act 1987.

**2021 REPRESENTATION REVIEW – INITIAL PROPOSAL** (161/21)

The report seeking Council's initial proposal for future representation arrangements for Masterton District Council for public consultation as part of the 2021 Representation Review; approval of the Communications Plan for the public consultation and confirmation that full Council will hear submissions on the 2021 Representation Review Initial Proposal was presented by the Manager Strategic Planning.

It was advised that an addition to the recommendations was required in relation to the name for each of the ward, proposing that interim Ward names are confirmed through the consultation process.

Moved Councillor B Johnson

**That Council:**

- 1. Determines the initial proposal for public consultation for Masterton District Council's 2021 representation arrangements, intended to take effect for the 2022 and 2025 local government elections, will include:**

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- a) A total of eight councillors plus the mayor.
  - b) A mixed arrangement with four councillors elected from a General Ward; one from a Māori Ward; and three At Large.
  - c) The General Ward and Māori Ward boundaries align with the Masterton district boundary and interim Ward names will be the “Masterton General Ward” and “Masterton Māori Ward”.
  - d) No community boards are to be established.
2. Notes that wards are being proposed to enable implementation of the Māori Ward that was decided in May 2021.
  3. Notes that wards covering the entire district boundary are proposed as the primary geographic community of interest is district-wide with over-lapping functional, perceptual and political dimensions.
  4. Notes that ward names will be confirmed through the consultation process, with interim names reflecting the district wide boundary and association with Masterton
  5. Notes that a reduction in the number of Councillors is proposed because this will improve remuneration for Councillors and may attract more diverse candidates to stand for Council.
  6. Approves the Communications Plan included as Attachment 2, noting consultation will launch by 3 September 2021 and close on 4 October 2021.
  7. Agrees that the full Council will hear submissions on the 2021 Representation Review Initial Proposal, noting the Hearing will be held on 13 October 2021.

Seconded Councillor F Mailman and CARRIED

The meeting closed at 4.41 pm

Confirmed at the meeting of Council  
held 15 September 2021

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153/21

## **REPORT OF THE AUDIT & RISK COMMITTEE MEETING HELD BY ZOOM ON WEDNESDAY 18 AUGUST AT 2.00 PM**

### **PRESENT**

Philip Jones (Chair), Mayor L Patterson, Councillors B Gare, G McClymont, T Nixon, T Nelson, and C Peterson and Tiraumaera Te Tau (from 2.11pm to 2.55pm)

### **IN ATTENDANCE**

Acting Chief Executive, Manager Finance, Manager Strategic Planning, Acting Manager Community Facilities and Activities, Communications and Engagement Manager, HR Advisor, Governance Advisor.

### **CONFLICT OF INTEREST**

No conflicts were declared.

### **LATE ITEMS FOR INCLUSION UNDER SECTION 46A(7) OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987**

There were no late items.

### **APOLOGIES**

There were no apologies.

### **MINUTES OF PREVIOUS MEETING TO BE RECEIVED** (090/21)

Moved by Mayor L Patterson

**That the minutes of the previous meeting of the Audit and Risk Committee held 12 May 2021 be received.**

Seconded by Philip Jones and CARRIED

### **SERVICE PROVISION REPORT ARATOI AND NUKU ORA** (143/21)

The report providing the Committee with the quarterly progress report against key result areas for Aratoi Regional Trust and the six-month report against key initiatives for Nuku Ora was taken as read.

The Director, Aratoi, the Chair, Aratoi Regional Trust and the Nuku Ora Partnership Manager – Wairarapa and Iwi were in attendance by zoom and spoke to their sections of the report.

In response to a question re how and when the baseline for resident and visitor satisfaction at Aratoi would be established, staff advised that it was still a work in progress and would be brought back to the next Audit and Risk Committee meeting.

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Moved by Mayor L Patterson

**That Council receives Service Provision Report 143/21, which covers:**

- (a) **the summary results of the key result areas for the quarter 1 April– 30 June 2021 from Aratoi Regional Trust**
- (b) **the summary results of the key initiatives for the six months 1 January – 30 June 2021 from Nuku Ora.**

Seconded by Councillor C Peterson and CARRIED

## **SERVICE PROVISION REPORT: DESTINATION WAIRARAPA** (144/21)

The report providing the Committee with the fourth quarter progress report on key deliverables of Destination Wairarapa was taken as read.

The General Manager was in attendance by zoom and spoke to the report.

Moved by Philip Jones

**That the Audit and Risk Committee receives Service Provision Report 144/21 that includes a summary of results of key deliverables for the fourth quarter, 1 April – 30 June 2021, from Destination Wairarapa.**

Seconded by Councillor G McClymont and CARRIED

(Tiraumaera Te Tau left the meeting at 2.55pm)

## **NON-FINANCIAL PERFORMANCE 2020/21 YEAR END REPORT** (145/21)

The report advising the Committee of performance against non-financial measures that are reported at year end was taken as read. It was noted that the numbers reported could change as a result of the audit process.

Matters discussed included some 'not-achieved' results being out of Council's control, the ability to change a target in the Annual Plan if it was seriously wrong, the building control statistics and measures being taken to try to alleviate the problem (noting that the volume of consents and staff shortage problem was nationwide).

Moved by Councillor Gare

**That the Audit and Risk Committee receives the Interim Q4/Year end non-financial performance report for the 2020/21 financial year.**

Seconded by Councillor T Nelson and CARRIED

## **HEALTH AND SAFETY QUARTERLY REPORT** (147/21)

The report providing an update to assist elected members carry out their role as officers under the Health and Safety at Work Act 2015 was taken as read.

Matters discussed included whether Council kept a record of staff who were vaccinated (staff advised that there was no record as it was a privacy issue as to whether staff were vaccinated or not), in relation to the traffic light reporting, whether there was a work programme in place to address the amber areas (staff advised that there was), whether Council issued many trespass

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notices which were adhered to (staff advised that they were used, that staff worked with police and that they were a last resort), and in relation to Contractor Management, a request was made for more information to come to the next Audit and Risk Committee meeting about Council's monitoring of contractors in order to fulfil Health and Safety requirements.

Moved by Councillor T Nelson

**The Audit and Risk Committee notes the content and receives the Health and Safety Report for the fourth quarter (1 April to 30 June 2021).**

Seconded by Mayor L Patterson and CARRIED

## **TREASURY MANAGEMENT REPORT** (148/21)

The report providing Council with information on the 30 June 2021 position with respect to the Council's investments and debt was taken as read. It was noted that the year had been typified by low interest rates which affected both what Council was paying and receiving in interest.

Moved by Councillor B Gare

**That the Audit and Risk Committee receives the Treasury Management Report as at 30 June 2021 (Report 148/21).**

Seconded by Councillor T Nixon and CARRIED

## **RATES RECEIVABLE REPORT** (149/21)

The report providing the Audit and Risk Committee with information on the 30 June 2021 position with respect to rates collection and arrears was presented by the Manager Finance who noted that a correction in the date range in the first paragraph from 2019/2020 to 2020/2021 was needed.

It was also advised that as it was not possible to pay rates over the counter due to the current COVID-19 Level 4 restrictions people would be able to make late payments, once the office was reopened, without incurring a penalty.

A request was made for an aged percentage to be shown in the next report i.e. what proportion of the outstanding rates were 5 years or older.

Moved by Philip Jones

**That the Audit and Risk Committee receives the Rates Receivable Report (149/21) to 30 June 2021.**

Seconded by Councillor C Peterson and CARRIED

## **CAPITAL EXPENDITURE REPORT (DRAFT)** (150/21)

The report providing the Audit and Risk Committee with the draft report on capital expenditure projects for the financial year ended 30 June 2021 was presented by the Manager Finance.

Moved by Philip Jones

**That the Audit and Risk Committee receives the draft capital expenditure report and commentary for the 12 months to 30 June 2021**

Seconded by Councillor C Peterson and CARRIED

## **EXTERNAL PROJECT FUNDING** (151/21)

The report providing the Audit and Risk Committee with an update on three externally funded projects, including expenditure to date, funding confirmed, funding received to date and project timelines, was presented by the Manager Finance .

Moved Mayor L Patterson

**That the Audit and Risk committee receives the report and notes the information regarding the Councils externally funded projects**

Seconded Councillor G McClymont and CARRIED

## **INSURANCE UPDATE** (152/21)

The report providing the Audit and Risk Committee with confirmation that all insurance cover has been renewed from 1 July 2021 and providing information about the cost increases of that insurance was presented by the Manager Finance.

Moved Mayor L Patterson

**That the Audit and Risk Committee receives the report and notes the information regarding the Councils Insurances**

Seconded by Councillor T Nelson and CARRIED

## **MATTERS TO BE TAKEN WITH THE PUBLIC EXCLUDED**

Moved by Philip Jones

Under section 48 (1) of the Local Government Official Information and Meetings Act 1987 the following matters will be taken with the public excluded :-

### Minutes of the previous meeting

15. Receive the Minutes of the previous meeting held with the public excluded 12 May 2021.

### General Business

16. Cyber Security Update
17. Litigation Update
18. SLT Risk Discussion.

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



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General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Minutes of Previous Meeting held 12 May 2021	See pages 406-407	s48(1)(a)(i) That the public conduct of the whole or 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.
Cyber Security Update	<p>(7)(2)(h) – Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>(7)(2)(j) – Prevent disclosure or use of official information for improper gain or improper advantage.</p> <p>Ground(s) Under Section 48(1) for the Passing of the Resolution</p> <p>7(2)(b)(ii) – Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p>	<p>s48(1)(a)</p> <p>That the public conduct of the whole or 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. Where the local authority is named or specified in the First Schedule to this Act, under section 6 or section 7 except section 7(2)(f)(i) of this Act.</p>
Litigation Update	<p>7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>s7(2)(g)) To maintain legal professional privilege.</p>	<p>s48(1)(a)</p> <p>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>
SLT Risk Discussion	<p>7(2)(c)(i)</p> <p>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</p>	<p>s48(1)(a)</p> <p>That the public conduct of the whole or 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.</p>

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similar information or information from the same source and it is in the public interest that such information should continue to be supplied.

7(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 to damage the public interest.

Seconded by Councillor T Nelson and CARRIED

**The public was excluded at 3.49pm**

**The meeting returned to open session at 5.10pm**

**The meeting concluded at 5.10 pm**

**REPORT OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD  
BY ZOOM ON WEDNESDAY 25 AUGUST 2021 AT 2.00 PM**

**PRESENT**

Councillor Johnson (Chair), Mayor Lyn Patterson, Councillors G Caffell, B Gare, D Holmes, G McClymont, F Mailman, T Nelson, T Nixon, C Peterson, S Ryan and iwi representative Tiraumaera Te Tau (from 2.22pm).

**IN ATTENDANCE**

Acting Chief Executive, Manager Strategic Planning, Acting Manager Community Facilities and Activities, Manager Finance, Communications and Engagement Manager, Roading Services Manager, Properties and Facilities Manager, Planning and Consents Manager, Building Consents Manager, Governance Advisor.

**CONFLICTS OF INTEREST**

Councilor Nixon declared in relation to the update on Hood Aerodrome that her partner was the Aerodrome Manager and leased land for a Hangar at the Aerodrome and that in relation to the update on the Dump Station that she was the President of the A&P Association.

Councillor Holmes declared in relation to the update on the Dump Station that he was on the Board of the A&P Association.

Councillor Ryan declared, in relation to the update on the Skatepark, that a company she had an interest in was doing work on the project.

**APOLOGIES**

There were no apologies

**PUBLIC FORUM**

There was no public forum

**LATE ITEMS FOR INCLUSION UNDER SECTION 46A(7) OF THE LOCAL  
GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987**

There were no late items.

**STRATEGIC PLANNING INFRASTRUCTURE AND SERVICES UPDATE (154/21)**

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

Matters discussed included the Opaki Rd FDA (staff advised that there was an error in the report and that there was more capacity in that area), trialling remote building inspections - a request was made for staff to share what was possible and what remote inspections

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entailed, infill housing and the minimum lot size. Staff advised that the financial contribution plan change research would carefully consider enabling smaller lots so we didn't have to wait for the revised plan and that assessments were currently underway for our infrastructure capacity to cater for that and the proposed new development areas.

Moved by Councillor B Johnson

**That the Infrastructure and Services Committee notes the contents of Report 154/21.**

Seconded by Councillor Holmes and CARRIED.

## **COMMUNITY FACILITIES AND ACTIVITIES INFRASTRUCTURE UPDATE** (110/21)

The report providing the Infrastructure and Services Committee with an update on key projects and summary of progress, including highlights and any new issues, was presented by the Acting Manager Community Facilities and Activities.

Matters discussed included the skinny jump uptake during lockdown, a small town near Marton where a provider had provided free internet for the town in conjunction with Inspire and whether that might be something Masterton could follow up, and whether there was anything in the Blue Zones Ageing report that already covered the work being done in the Positive Ageing Strategy (staff advised they would follow up).

Moved by Councillor B Johnson

**That the Infrastructure and Services Committee notes the contents of Report 155/21.**

Seconded by Councillor Peterson and CARRIED.

## **INFRASTRUCTURE UPDATE** (156/21)

The report providing the Committee with an update on key infrastructure projects and areas of focus was taken as read.

Matters discussed included the Opaki Road/Oxford St flooding upgrade work, a request for a workshop with Council's Zero Waste Educator as it would be good to discuss things that are happening in that area, the Henley Lake consent (staff advised that the cultural impact assessment issues were being worked through), the Opaki Water Race (staff advised that Council was in discussion with the Regional Council on the preparation of effects assessments), and the Dump Station (staff advised that they had been in contact with the A&P Association and were waiting for further details. Councillor Nixon advised that neither she nor Councillor Holmes would be involved with the matter which was being handled by another board member).

Moved by Councillor Johnson

**That the Infrastructure and Services Committee notes the information contained in Report 156/21.**

Seconded by Councillor Caffell and CARRIED.

**The meeting closed at 2.33 pm**

# 201

169/21

**REPORT OF THE AWARDS AND GRANTS COMMITTEE MEETING HELD BY ZOOM ON  
WEDNESDAY 8 SEPTEMBER 2021 AT 9.00AM and reconvened on FRIDAY 10  
SEPTEMBER AT 10.00AM AT WAIATA HOUSE, LINCOLN ROAD, MASTERTON**

## **PRESENT**

Councillors G Caffell (Chair), Mayor L Patterson, Councillors D Holmes, B Johnson, and S Ryan and Tiraumaera Te Tau (joined the meeting at 9.42am).

## **IN ATTENDANCE**

Manager Community Facilities and Activities, Grants Administrator/Personal Assistant to the Manager Community Facilities and Activities, Governance Advisor, and one media representative.

## **CONFLICTS OF INTEREST**

Councillor Holmes declared an interest in relation to the application from Victim Support Wairarapa as the Chair of the Group.

Councillor Ryan declared an interest as she was employed by People First New Zealand Incorporated.

Councillor Johnson declared that she had sold Shelter Masterton their house last year.

In relation to the declared conflicts, it was noted that Victim Support Wairarapa and People First NZ applications for funding had already been allocated by staff so there would be no elected member involvement in those decisions.

In relation to the application from the Masterton District Brass Band, the Mayor declared that the Mayor is the Patron of the group.

The Chair congratulated the Manager Community Facilities and Activities on his appointment to the role.

## **APOLOGIES**

There were none received.

## **LATE ITEMS**

There were no late items.

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## **COMMUNITY WELLBEING GRANT AND COMMUNITY EVENTS FUND APPLICATIONS FOR 2021/22** (168/21)

The Manager Community Facilities and Activities presented the report providing the Committee with a summary of the applications received for the 2021 Community Wellbeing Grants and Community Events Fund Applications, setting out those who indicated they wanted to be heard by the Committee, advising of the allocations made by staff under delegation and providing staff recommendations for the allocation of the remaining funding.

Staff advised that after the agenda had been produced, two applications (from the Leaving the Ladder Down Charitable Trust and the “We Can” Trust Fund) had been withdrawn.

The Committee heard from the following presenters:

App #	Grant Type	Speaker and Organisation	Funding Requested
1	Community Event	Jorge Sandoval, All Kiwi Sports Club Incorporated	Towards the expenses to hold the 35 <sup>th</sup> New Zealand Cycle Classic from 3 – 9 January 2022
10	Community Wellbeing	Ian Chapman, King Street Artworks	Towards operating expenses including the pilot program Twilight Art
35	Community Wellbeing	Bruce Pauling, Wairarapa Road Safety Council	Towards the Wairarapa Community Driver Mentor Programme expenses
1	Community Wellbeing	Michael Wilson, Access Radio Wairarapa Charitable Trust	Towards operating expenses
26	Community Wellbeing	Tom Gibson, Shelter Masterton	For the shortfall funding for the 2021 running costs, personnel, repairs, and maintenance of the Project Manaaki complex
27	Community Wellbeing	Rebecca Johnston, Royal New Zealand SPCA	Towards the operating expenses of the Masterton Centre and for the Inspectorate Services for Masterton
8	Community Event	Bob Wilton, Masterton Motorplex Incorporated	Towards the expenses of the 2021 Drag Racing Season incorporating seven monthly events from September 2021 through to March 2022
39	Community Wellbeing	Nicole James and Simon Mapusua, YMCA Central Incorporated	Towards the programme expenses of the Tu Motu, a Pasifika Youth Space
2	Community Event	Dave Pawson, Douglas Villa AFC Incorporated	To hold the 2021 Douglas Villa Junior Soccer Tournament from 18 – 19 September 2021

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App #	Grant Type	Speaker and Organisation	Funding Requested
4	Community Event	Sam Saunders, Golden Shears International Shearing Championship Society Incorporated	To hold the 61 <sup>st</sup> Golden Shears World Premier Shearing and Wool-handling Championships from 3 – 5 March 2022
15	Community Event	Peter Amyes, Wairarapa Balloon Society Incorporated	To hold the Wairarapa Balloon Festival over the Easter weekend of 14 – 18 April 2022
25	Community Wellbeing	Gavin Tankersley, Shear History Trust	Towards the operating expenses of The Wool Shed
4	Community Wellbeing	Clive Comrie, Eastside Community Group	To replace the defibrillator which is no longer fit for purpose with a Wellington Free Ambulance recommended unit and emergency funding
3	Community Event	Donna Gray, Clive Comrie and Laurie Williams Eastside Community Group	To hold the annual Spring Festival in November 2021
33	Community Wellbeing	Jacob Verbeek, Wairarapa Community Networks	For travel expenses for meetings and training, printing and stationery, liability insurance and personnel costs

**The meeting adjourned lunch at 12.00 and reconvened at 12.37pm**

Members present when the meeting reconvened were Mayor Lyn Patterson, Councillors G Caffell, D Holmes, B Johnson and S Ryan and Tiraumaera Te Tau

14	Community Wellbeing	Mike Hoskins, Narrisa Lower and Claudia Morgan, Masterton District Brass Band	Towards purchasing a tuba and expanding the Learner Programme into a third school and continuation of the existing programme
34	Community Wellbeing	Simon Ellis, Wairarapa Multi Sports Stadium Trust	Towards the replacement of 25 lamps on the spotlight pylons at the turf
17	Community Event	Makuini Kerehi and Trudy Sears, Wairarapa REAP	To hold the 2021 Wairarapa Kapa Haka Festival from 30 September – 1 October 2021
16	Community Wellbeing	Jen Butler Masterton Young Citizens Club	For operating expenses
13	Community Events	Jane Ross	To hold the 2022 Wairarapa Film Festival from 26 – 30 May 2022
5	Community Wellbeing	Mandi Lynn, Every Body is a Treasure Charitable Trust	Towards the Visual Poetry Jam programme for 30 visual artist students from 3 Masterton schools in collaboration with King Street Artworks

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19	Community Wellbeing	Shuari Naidoo, Moraka Mensutral Cups	Towards the cost of partnering to provide Masterton organisations with 300 menstrual cups for distribution to those in need in the Masterton community
6	Community Wellbeing	Geoff Smith, Henley Mens Shed Incorporated	To purchase a shipping container to store the World War One crosses, machinery and community donated materials for community projects
19	Community Events	Robin Parker Wairarapa Vintage Machinery Club Inc	To hold Wheels at Wairarapa over Waitangi Day weekend from 5 – 7 February 2022

**The meeting adjourned at 2.14pm to reconvene on Friday 10 September 2021 at 10.00am**

**The meeting reconvened on Friday 10 September at 10.00am**

Members present when the meeting reconvened were Mayor Lyn Patterson, Councillors G Caffell, D Holmes, B Johnson and S Ryan and Tiraumaera Te Tau.

Members discussed the applications and made the allocations listed below.

In relation to the following applications, it was noted:

- **Eastside Community Group** – the allocation is to go towards the cost of the defibrillator. Staff were requested to encourage the group to formalise their status to enable them to access other funding.
- **Masterton Foodbank Incorporated** – the group had received a three-year funding agreement already through the Long Term Plan process
- **Wairarapa Community Networks** – recognised the importance of the work the group does but there needed to be a Wairarapa-wide approach to funding. A discussion would be had with the other Wairarapa councils.
- **Wairarapa Multi Sport Stadium Trust** – staff were requested to investigate funding for the lamp replacement outside the grants process.

Staff were requested to look into multi-year funding agreements with the major events.

Moved by Councillor G Caffell

**That the Awards and Grants Committee receive the information in the Community Wellbeing Grant and Community Events Fund Applications for 2021/22 Report 168/21, and for the:**

## **1. Community Wellbeing Grant**

- a) receives the 39 applications and notes the applications:
- that were presented to the Committee (Schedule 1 to Report 168/21)
  - that were not presented (Schedule 2 to Report 168/21) and,
  - that were for assessment by staff, under delegation (Schedule 3 to



# 205

Report 168/21)

b) allocates funding for 16 applications requesting funding of \$6,001 and over, as follows:

File ID	Organisation	Project Description	Allocation
126033	<b>Access Radio Wairarapa Charitable Trust</b>	Seeking funding for operating expenses with the aim to increase output in Te Reo Māori, foster programmes by students living with disabilities working with King Street Artworks, developing automated systems and identify with more groups who may not be aware of our facilities.	<b>\$1,500</b>
126354	<b>Eastside Community Group</b>	Seeking funding to replace the defibrillator which is no longer fit for purpose. Wellington Free Ambulance have recommended the LifePak CR2 AED unit which is compatible with the monitor/defibrillator equipment in their ambulances.	<b>\$4,300</b>
126399	<b>Every Body Is A Treasure Charitable Trust</b>	Seeking funding to bring “Visual Poetry Jam” to Masterton to teach youth how to use devices as creative tools, teaching creative changemaking by shifting and reinforcing creative inspired mindsets instead of devices to consume content, . Collaboration with King Street Artworks and three schools selecting their top 10 visual artists for a day-long workshop. Several students will win scholarships to continue to study documentary photography for two terms.	<b>\$3,000</b>
126019	<b>Henley Mens Shed Incorporated</b>	Seeking funding to purchase a shipping container to be located next to the existing container to provide the storage of the World War One crosses, and the valuable machinery and materials provided donated by the community for community projects.	<b>\$2,000</b>
125613	<b>King Street Artworks Inc</b>	Seeking funding to assist with operating costs and twilight art workshops to be held from 4-7pm every Monday.	<b>\$5,000</b>
126377	<b>Masterton District Brass Band</b>	Seeking funding to expand the Learner Programme into a third school and expenses for the continued programme and purchase a Tuba.	<b>\$5,000</b>

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File ID	Organisation	Project Description	Allocation
125960	<b>Masterton Foodbank</b>	To provide food parcels for those in need in Masterton	\$0
126391	<b>Masterton Young Citizens Club Inc</b>	Seeking funding for the operating expenses of rates, electricity, insurance and administration.	\$5,000
125800	<b>Moraka Menstrual Cups</b>	Seeking funding to partner with Council to provide 300 menstrual cups to Masterton district organisations for distribution to those in need in the community.	\$3,500
126363	<b>Shear History Trust</b>	Seeking funding towards the operational expenses of the wool shed tourist attraction which also houses the Jubilee Fire Engine Museum and Council's steam roller in the Stewart-Weston gallery.	\$12,000
126170	<b>Shelter Masterton Incorporated</b>	Seeking funding towards the shortfall of expenses for the 2021 year of running costs, personnel, repairs, and maintenance for the Project Manaaki complex.	\$15,000
126226	<b>SPCA (Royal New Zealand Society for the Prevention of Cruelty to Animals)</b>	Seeking funding towards the operating expenses of the Animal Welfare Centre in Masterton and providing the Animal Welfare Inspectorate to the community.	\$5,000
126352	<b>Wairarapa Community Networks</b>	Seeking funding for meeting mileage and training, liability insurance, personnel costs, printing and stationery.	\$0
126378	<b>Wairarapa Multi-Sport Stadium Trust</b>	Seeking funding towards the replacement of 25 lamps on the spotlight pylons at the turf.	\$0
125798	<b>Wairarapa Road Safety Council</b>	Seeking funding to support the Wairarapa Community Driver Mentor Programme to address barriers for our rangatahi/youth to attain driver licences, become safe drivers and have a pathway to local employment.	\$10,000

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File ID	Organisation	Project Description	Allocation
126315	<b>YMCA Central Incorporated</b>	Seeking funding for the Tu Motu Programme, a safe space for 50-60 Pasifika children and youth to engage in activities, learning, sharing and fun every Sunday, in collaboration with Tu Ora Compass Health.	<b>\$10,000</b>
<b>TOTAL</b>			<b>\$81,300</b>

- c) notes the 21 applications that were for funding requests of \$6,000 and under, that have been allocated a grant by staff (under delegation and the total funding of no more than 50% of the budget), as follows:

File ID	Organisation	Purpose of Organisation	Staff Allocated Grant
126454	<b>Alzheimer's Wairarapa Inc</b>	To provide information, support, education advocacy and day activities to families/individuals diagnosed with dementia.	<b>\$1,000</b>
126407	<b>Divine River NZ Trust</b>	To provide education to address social, environmental, wellbeing and other needs including, but not limited to, the delivery of in-school and community-based workshops to ensure equitable access to make and use, sustainable materials for reusable personal care e.g. period pads.	<b>\$1,500</b>
126390	<b>Hospice Wairarapa Community Trust</b>	To provide free care and services to those with any form of terminal illness and support their family and whanau during that time and in bereavement. Providing the physical, social, spiritual and emotional support needed to ensure patients die with peace and dignity.	<b>\$1,000</b>
126244	<b>House of Science Wairarapa Charitable Trust</b>	A community-led provider of science education services. Provide quality innovative hands-on science resources and teacher professional learning and development to primary and intermediate schools in the Wairarapa.	<b>\$2,500</b>

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File ID	Organisation	Purpose of Organisation	Staff Allocated Grant
126312	<b>Kidz Need Dadz</b>	To strengthen father and child relationships through support, fun and education and to help provide men with the skills to become better fathers and to be a positive influence on improving their family lives and the male suicide rate.	<b>\$2,000</b>
126379	<b>Manuka Reserve Community</b>	To provide a native forest space to the community for walking, biking or resting to enjoy nature and peace.	<b>\$3,000</b>
126310	<b>Masterton Community Toy Library</b>	To provide quality, age appropriate toys and educational resources for hire aimed at children from birth to 8 years of age within the Masterton district at an affordable cost.	<b>\$1,800</b>
126397	<b>Mataikona Community Group</b>	To engage the community and provide a platform for members to contribute to our area.	<b>\$2,500</b>
126361	<b>Mauriceville Kopuaranga Fair Association</b>	To organise and run the annual Mauriceville Fair held in December each year.	<b>\$750</b>
126382	<b>Oasis Charitable Trust</b>	To provide services to the community including Youth Worker support, before and after school care and recreational pursuits.	<b>\$0</b>
126359	<b>Order of St John</b>	To prevent and relieve sickness and injury and to enhance the health and wellbeing of all.	<b>\$2,500</b>
126389	<b>Oxford Street Community Garden</b>	A community garden with a social and educational focus; to equip members of the community with the skills to grow their own vegetables, to support the Foodbank with vegetables and to run workshops.	<b>\$1,550</b>
126307	<b>People First NZ Incorporated</b>	To make sure people with learning disabilities can speak up and be heard on things that are important to them in government, in services and the community. To represent people and promote the rights of people with learning disabilities.	<b>\$2,500</b>

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File ID	Organisation	Purpose of Organisation	Staff Allocated Grant
126383	<b>Seasons For Growth</b>	To support participants by offering learning on how their loss may impact on their lives. Provide opportunities to learn the knowledge, skills and attitudes required to understand and respond to the grief process.	<b>\$0</b>
126011	<b>StarJam Charitable Trust</b>	To provide a unique place for young people with a range of disabilities, to express themselves through music workshops.	<b>\$2,000</b>
126396	<b>Te Kura O Papatūānuku Wairarapa Earth School Charitable Trust</b>	To inspire, inform and enable people to achieve practical solutions for our future and a healthy planet.	<b>\$2,600</b>
126380	<b>Victim Support Wairarapa</b>	To help victims of crime, trauma and sudden death with a network of caring and skilled people providing 24/7 support. The first port of call for victims, frontline police and other agencies during a crisis or incident.	<b>\$2,000</b>
126395	<b>Volunteering Wairarapa</b>	Aims to make volunteering easy in the Wairarapa. Serve as a hub that connects people who want to volunteer with local organisations that need volunteers.	<b>\$5,000</b>
125654	<b>Wairarapa Citizens Advice Bureau Inc</b>	To empower people to help themselves, offering impartial advice and support with 30 volunteer trained interviewers providing free and confidential advice.	<b>\$2,500</b>
125723	<b>Wairarapa Search and Rescue</b>	Providing a 24/7 search and rescue services to the community with fully trained volunteers assisting the Police on SAR operations within the region.	<b>\$3,500</b>
126364	<b>Wairarapa Women's Centre</b>	To ensure the effective existence of a dedicated place for women in the community, fostering and promoting equality and empowering women to empower their families and community.	<b>\$1,800</b>
<b>TOTAL</b>			<b>\$42,000</b>

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## 2. Community Events Fund

- a) receives the 19 applications and notes the applications:
- that were presented to the committee (Schedule 1 to Report 168/21) and,
  - that were assessed by staff, under delegation (Schedule 3 to Report 168/21)
- b) allocates funding for the 9 applications requesting funding of \$3,001 and over as follows:

File ID	Organisation	Project Description	Allocation
124866	All Kiwi Sports Club Incorporated	35th NZ Cycle Classic	\$10,000
126360	Douglas Villa Association Football Club Incorporated	2021 Junior Soccer Tournament	\$3,500
126356	Eastside Community Group	2021 Spring Festival	\$3,070
126289	Golden Shears International Shearing Championship Society Incorporated	Golden Shears 2022	\$10,000
126233	Masterton Motorplex Incorporated	2021 Drag Racing Season	\$15,000
126406	Jane ROSS	Wairarapa Film Festival	\$8,500
126351	Wairarapa Balloon Society Incorporated	Wairarapa Balloon Festival	\$10,000
126392	Wairarapa REAP	Kapa Haka Festival 2021	\$3,145
126621	Wairarapa Vintage Machinery Club Incorporated	Wheels at Wairarapa	\$4,000
<b>TOTAL</b>			<b>\$67,215</b>

- c) notes the 10 applications that were for funding requests of \$3,000 and under, that have been allocated a grant by staff (under delegation and the total funding of no more than 50% of the budget), as follows:

File ID	Organisation	Event	Staff Allocated Grant
126393	Minty Hunter and Rebekah Farr	Wunder21 Remixed	\$1,141

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126311	<b>Kidz Need Dadz Charitable Trust</b>	Wai Dadz Father's Day Bowling and Men's Health Check	<b>\$1,000</b>
126245	<b>Masterton Agricultural &amp; Pastoral Association</b>	Fashion in the Field Equine Show	<b>\$1,100</b>
125346	<b>Matagi e fa Committee</b>	Matagi e fa Ethnic Food Festival	<b>\$2,600</b>
125720	<b>NZ Aerobatic Club Incorporated</b>	National Aerobatic Club Championships	<b>\$500</b>
126409	<b>Ram Rodders Wairarapa Incorporated</b>	NZ Hot Rod Association Street Rod Nationals	<b>\$2,550</b>
126308	<b>Riversdale Beach Ratepayers' Association</b>	Summer of Fun	<b>\$1,000</b>
126400	<b>Tinui Horse Sports</b>	Tinui Horse Sports and Family Day Out	<b>\$1,879</b>
123724	<b>Wairarapa Maths Association</b>	2021 Regional Maths Competition	<b>\$600</b>
126402	<b>Westside Playcentre</b>	Community Open Week	<b>\$2,815</b>
<b>TOTAL</b>			<b>\$15,185</b>

Seconded by Councillor B Johnson and CARRIED

The Chair thanked the Committee for their work in the community and staff, in particular, the Grants Administrator, for the huge amount of work done in presenting the applications for the Committee.

**The meeting closed at 10.42am**

<b>To:</b>	Your Worship and Elected Members
<b>From:</b>	Terri Mulligan, Environmental Services Manager Angela Jane, Manager Strategic Planning
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	15 September 2021
<b>Subject:</b>	<b>Prohibition of Consumption or Possession of Alcohol - Castlepoint and Riversdale Beaches – Labour Weekend 2021 and New Year Celebrations 2021/2022</b>
<b>RECOMMENDATION</b>	
<b>Recommendation:</b>	
That Council:	
<ul style="list-style-type: none"> <li>i. Adopts, in accordance with the Masterton District Council Alcohol Control Bylaw 2018 and Section 147 of the Local Government Act 2002, a prohibition on the consumption or possession of alcohol in public places at Castlepoint and Riversdale during Labour Weekend 2021 on Friday, Saturday and Sunday nights from 7pm to 7am the next day.</li> <li>ii. Adopts, in accordance with the Masterton District Council Alcohol Control Bylaw 2018 and Section 147 of the Local Government Act 2002, a prohibition on the consumption or possession of alcohol at Castlepoint and Riversdale from 6pm Thursday 30<sup>th</sup> December 2021 to 6am Saturday 1<sup>st</sup> January 2022.</li> <li>iii. Adopts a prohibition on vehicles at Castlepoint and Riversdale Beach townships on New Year's Eve 2020 from 4pm Friday 31<sup>st</sup> December 2021 to 6am Saturday 1<sup>st</sup> January 2022.</li> </ul>	

### Purpose

The purpose of this report is to recommend to Council to give public notice of a prohibition on the consumption or possession of alcohol in the public roads and places within the Riversdale and Castlepoint resort areas for Labour weekend 2021 and New Year 2021/2022 celebrations and a prohibition on vehicles at New Year 2021/2022.

### Background

Masterton District Councils Alcohol Control Bylaw came into effect on the 12 December 2018. Masterton CDB and the Skatepark are alcohol- free zones at all times. Queen Elizabeth Park is alcohol- free at 9pm to 7am. Pursuant to section 8.1 of the Masterton District Council Bylaw 2018, council has the power to amend by resolution make additions to the schedules.



The prohibition of vehicles and consumption or possession of alcohol has in the past proved to be an extremely useful deterrent to anti-social behaviour at the two beach resorts during Labour weekend and New Year celebrations. The prohibition does not apply to licensed premises or their outdoor areas, or to people carrying unopened alcohol containers from licensed premises to areas outside the alcohol-free zone or to a private property. See Attachment 1 for further information relating to officer powers and infringements for offences in relation to a prohibition.

The Police have confirmed that they would like the prohibition provisions to be invoked again for Labour weekend and the 2022 New Year period at the two resort areas. Collaboration between the Council and Wairarapa Police in the past has had a positive effect to reduce alcohol driven harm in the coastal communities. See Attachment 2 for letter of support.

### **Significance and Engagement**

The Significance and Engagement Policy has been considered. Because there has been recent consultation on the Alcohol Control Bylaw the Council already has an understanding of the views and preferences of the interested or affected parties. No further consultation is recommended.

As part of the Masterton District Council Alcohol Control Bylaw 2018 consultation public feedback was sought. Five submissions were received, all submitters supported both alcohol-free zones and vehicle bans (road closures).

A survey specifically relating to alcohol control measures at Castlepoint and Riversdale Beach was open for feedback from 21 December 2018 to 28 February 2019. Seventy seven people responded to the survey.

91% (70) supporting alcohol-free zones and 9% (7) against it. The survey results for the vehicle ban at Castlepoint/Riversdale Beach for the 2018-19 New Year's period showed 76% (59 individuals) supporting the vehicle ban, and 21% (16 people) against the ban, with 4% (three people) saying they didn't know.

### **Financial Considerations**

Contractors are used to patrol the road closure until 8pm. The cost has been budgeted for within existing operational budgets.

### **Treaty Considerations/Implications for Māori**

There are no specific implications for Māori arising from the decision to adopt the prohibition in accordance with the Masterton District Council Alcohol Control Bylaw 2018

## **Communications/Engagement Plan**

The community will be notified of the planned prohibitions via public notice, and through social media posts along with posters throughout the settlements such as the shop notice boards. Residents and people staying at accommodation will be encouraged to have proof of accommodation to ensure they can drive to the properties.

## **Environmental/Climate Change Impact and Considerations**

The prohibition on alcohol and vehicles is not considered to have a significant impact on the environment.

## **Options for Alcohol Prohibition**

### ***Option 1 - Invoke the Prohibitions***

Invoking a prohibition as outlined above would continue a harm prevention / harm minimisation stance and enable police greater powers if needed. Police support this option. Feedback from submitters and ratepayer associations in 2018 also supports this option.

### ***Option 2 - Do Not Invoke Prohibitions in 2021/2022***

Having no prohibition in place increases the risk of issues occurring at one or both beaches; and of police not being able to respond as quickly to address issues if they do occur. This also increases the risk of more serious incidents occurring.

#### *Detailed proposed prohibition:*

The prohibition of **vehicles** is intended to run from:

- 4pm Friday 31<sup>st</sup> December 2021 to 6am Saturday 1<sup>st</sup> January 2022

The prohibition of **alcohol** is intended to run from:

- 7pm to 7am the next day on Friday 22<sup>nd</sup> October, Saturday 23<sup>rd</sup> October and Sunday 24<sup>th</sup> October 2021.
- 6pm Thursday 30<sup>th</sup> December 2021 to 6am Saturday 1<sup>st</sup> January 2022.

The prohibition of **vehicles and alcohol** will affect the following areas:

#### Riversdale

- Orui Station/Riversdale Road intersection, and along Riversdale Road to Riversdale township, Bodle Drive to the lagoon and including Riversdale Beach from the lagoon to the Southern Riversdale Reserve to the water's edge. From Blue Pacific Parade and Bodle Drive intersection along Blue Pacific Parade to and including the Southern Riversdale Reserve including the beach to the water's edge.

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- From Riversdale Road and Pinedale Crescent intersection along Pinedale Crescent to the intersection with Blue Pacific Parade.
- The southern terrace off Palm Parade and the middle terrace off Pinedale Crescent being Rochdale Road, Otaraia Road, Bull Lane, Tama Road, Pukeko Place and Knoyle Road.
- This includes all public places, public parks and accessways into the defined area where the prohibition will be extended to.

## Castlepoint

- From the Castlepoint motorcamp to the Castlepoint Lagoon, including Jetty Road and Castlepoint Beach to the water's edge. From in front of the motorcamp to the Castlepoint Lagoon, including Castlepoint Reserve. Also including Guthrie and Balfour Crescents and all public roads and places to which the public have access within the township of Castlepoint.

## **Public Notice**

If approved, the decision will be publicly notified in the local media in accordance with the requirements of Masterton District Council Alcohol Control Bylaw 2018 and Section 147 of the Local Government Act 2002.

**The Policing Act 2008**

## 35 Temporary closing of roads

(1) A constable may temporarily close to traffic any road, or part of a road, leading to or from or in the vicinity of a place, if the constable has reasonable cause to believe that—

- (a) public disorder exists or is imminent at or near that place; or
- (b) danger to a member of the public exists or may reasonably be expected at or near that place; or
- (c) an offence punishable by 10 or more years' imprisonment has been committed or discovered at or near that place.

(2) In this section,—

road has the meaning given in section 315(1) of the Local Government Act 1974 except that it includes—

- (a) a motorway within the meaning of section 2 of the Transit New Zealand Act 1989; and
- (b) a private road within the meaning of section 315(1) of the Local Government Act 1974; and
- (c) a private way within the meaning of section 315(1) of the Local Government Act 1974 temporarily means for a period that is reasonably necessary in the circumstances traffic means all or any specified type of traffic (including pedestrian traffic).

## 36 Care and protection of intoxicated people

(1) A constable who finds a person intoxicated in a public place, or intoxicated while trespassing on private property, may detain and take the person into custody if—

- (a) the constable reasonably believes that the person is—
  - (i) incapable of protecting himself or herself from physical harm; or
  - (ii) likely to cause physical harm to another person; or
  - (iii) likely to cause significant damage to any property; and
- (b) the constable is satisfied it is not reasonably practicable to provide for the person's care and protection by—
  - (i) taking the person to his or her place of residence; or
  - (ii) taking the person to a temporary shelter.

(2) A person detained under subsection (1)—

- (a) must be released as soon as the person ceases to be intoxicated;
- (b) must not be detained longer than 12 hours after the person is first detained, unless a health practitioner recommends that the person be further detained for a period not exceeding 12 hours.

(3) A health practitioner must not recommend the further detention of a person detained under subsection (1) unless the health practitioner satisfies himself or herself that—

- (a) the person remains intoxicated and is incapable of protecting himself or herself from physical harm; and
- (b) the person does not have health needs that may require medical attention; and
- (c) it is not reasonably practicable to provide for the person's continuing care and protection by—

- (i) taking the person to his or her place of residence; or
- (ii) taking the person to a temporary shelter.

(4) In this section,—

intoxicated means observably affected by alcohol, other drugs, or substances to such a degree that speech, balance, co-ordination, or behaviour is clearly impaired temporary shelter means a place (other than a place operated by the Police) that is capable of providing for the care and protection of an intoxicated person.

(5) Section 31 of the Crimes Act 1961 applies in respect of the power to detain and take a person into custody under this section as if the power were a power of arrest.

Compare: 1966 No 97 ss 37A, 38; 1992 No 46 s 122A

Local Government Act 1974

### **Temporary prohibition of traffic**

11 The council may, subject to such conditions as it thinks fit (including the imposition of a reasonable bond), and after consultation with the Police and the New Zealand Transport Agency, close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic)—

- (a) while the road, or any drain, water race, pipe, or apparatus under, upon, or over the road is being constructed or repaired; or
- (b) where, in order to resolve problems associated with traffic operations on a road network, experimental diversions of traffic are required; or
- (c) during a period when public disorder exists or is anticipated; or
- (d) when for any reason it is considered desirable that traffic should be temporarily diverted to other roads; or
- (e) for a period or periods not exceeding in the aggregate 31 days in any year for any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function:

provided that no road may be closed for any purpose specified in paragraph (e) if that closure would, in the opinion of the council, be likely to impede traffic unreasonably.

11A The council shall give public notice of its intention to consider closing any road or part of a road under clause 11(e); and shall give public notice of any decision to close any road or part of a road under that provision.

11B Where any road or part of a road is closed under clause 11(e), the council or, with the consent of the council, the promoter of any activity for the purpose of which the road has been closed may impose charges for the entry of persons and vehicles to the area of closed road, any structure erected on the road, or any structure or area under the control of the council or the promoter on adjoining land.

11C Where any road or part of a road is closed under clause 11(e), the road or part of a road shall be deemed for the purposes of—

- (a) [Repealed]
- (b) the Traffic Regulations 1976:
- (c) the Transport (Drivers Licensing) Regulations 1985:

(d) [Repealed]

(e) the Transport (Vehicle Registration and Licensing) Notice 1986:

(ea) the Land Transport Act 1998:

(f) any enactment made in substitution for any enactment referred to in paragraphs (a) to (ea) not to be a road; but nothing in this clause shall affect the status of the road or part of a road as a public place for the purposes of this or any other enactment.

12 The powers conferred on the council by clause 11 (except paragraph (e)) may be exercised by the chairman on behalf of the council or by any officer of the council authorised by the council in that behalf.

13 Where it appears to the council that owing to climatic conditions the continued use of any road in a rural area, other than a State highway or government road, not being a road generally used by motor vehicles for business or commercial purposes or for the purpose of any public work, may cause damage to the road, the council may by resolution prohibit, either conditionally or absolutely, the use of that road by motor vehicles or by any specified class of motor vehicle for such period as the council considers necessary.

14 Where a road is closed under clause 13, an appropriate notice shall be posted at every entry to the road affected, and shall also be published in a newspaper circulating in the district.

15 A copy of every resolution made under clause 13 shall, within 1 week after the making thereof, be sent to the Minister of Transport, who may at any time, by notice to the council, disallow the resolution, in whole or in part, and thereupon the resolution, to the extent that it has been disallowed, shall be deemed to have been revoked.

16 No person shall—

(a) use a vehicle, or permit a vehicle to be used, on any road which is for the time being closed for such vehicles pursuant to clause 11; or

(aa) without the consent of the council or the promoter of any activity permitted by the council, enter or attempt to enter, or be present, on any road or part of a road that is for the time being closed to pedestrian traffic pursuant to clause 11; or

(b) use a motor vehicle, or permit a motor vehicle to be used, on any road where its use has for the time being been prohibited by a resolution under clause 13.



Masterton District Council

Queen Street

MASTERTON

Wednesday, 4<sup>th</sup> August 2021

Attention: Terri MULLIGAN

Dear Terri,

**RE: 2021 – 2022 Alcohol Ban and Road Closure Submissions – Wairarapa Police**

Thank you for the opportunity to provide input into the Council's decision process of implementing Alcohol Ban's over the 2021 Labour Weekend and New Year periods at the Coastal locations of Castlepoint and Riversdale Beach. This submission will also cover Road Closure proposals for the same locations over the end of year Christmas – New Year period.

I have scanned the last five years activity, and have the benefit of having worked through the relevant periods, gaining actual experience of how the previous collaborative response between the Masterton District Council and Wairarapa Police has had a positive impact to reduce alcohol driven harm in our Coastal Communities.

I have also previously been involved in the consultation process during last year's Alcohol Bylaw review, and with the two respective Ratepayer Groups.

**LABOUR WEEKEND**

Historically, Labour Weekend was a time which signalled the first break after winter and the start of increased activity at Castlepoint and Riversdale Beach. Riversdale Beach particularly attracted disorderly groups, with amenities such as the Golf Course suffering damage, and the streets littered with debris. The Liquor Ban was introduced and over time the attitudes and behaviour at both locations has become more family focused, with very few calls for Police service.

Labour Weekend 2018 required police intervention at a private address in Castlepoint, where an intoxicated male caused issues at a private party. With the Alcohol Ban in place, the incident was contained within the boundaries of the one property. If the alcohol ban hadn't been in place it is highly likely that this would have spilled out and had a wider impact on neighbouring residents. It would have also increased the risk to attending Police Staff if people were milling around carrying glass bottles under the influence of alcohol.

The Wairarapa Police support the retention of the Alcohol Ban for the Labour Weekend period, as it provides us with a resource to use as part of a graduated response to target alcohol driven harm as and when required.



Over recent years, the Labour Weekend Alcohol Ban hasn't had to be actively policed and is seen more as a component of the Police tool-kit, which can be called upon on a case by case basis. The Liquor Ban enables as a less restrictive option for enforcement. The issuing of infringements early has been proven (from previous New Year's Eve breaches), to have a very beneficial ripple effect, especially with our youth and their use of social media to spread news.

### **NEW YEARS EVE HOLIDAY PERIOD**

Over the last four years there has been a significant reduction in alcohol related crime and activity at the Coastal Communities over the New Year's Eve holiday period. Traditionally, it is a time of celebration, reflecting on the year past and the promise of what the New Year will bring. The celebrations generally involve alcohol consumption, often to excess. Behaviour, judgement and personal safety often affected in a negative way.

Over the 2016 – 17 New Year period, the Castlepoint area had become the 'Go to' area for our local youth. Parents were seen to be delivering car loads of young College aged Students, supplied with alcohol, without checking where they would be staying, and then driving back to Town. This particular period would turn out to be the peak of what had been slowly escalating over previous years.

Wairarapa Police Staff spent that New Year's Eve trying to manage and keep approximately 300 youth safe, whilst responding to serious assaults, heavily intoxicated disorderly groups, and in one situation saved a drunk unconscious girl from a potential sexual assault. There were also theft complaints, increased lost property reports, and in the aftermath, local residents (Ratepayers), spent the early morning clearing up the widespread debris.

Riversdale Beach had very few issues, and the public reaction to the Alcohol Ban was very positive.

Leading up to the 2017 – 18 New Year period, a bigger prevention focus was adopted, with our local Colleges approached to assist with getting messaging out to Parents and the Students to educate them about the Sale and Supply of Alcohol Act 2012 requirements, and what it meant to host other children if alcohol was being made available for consumption whilst in their care.

Collaboration with the Council around freeing up Police resources around the road closures, and taking steps to increase rubbish and recycle bins were two of the initiatives. Increased public signage was placed on lamp-posts, and in the local business windows to ensure it was clear when and where the Alcohol Ban applied, to educate the public. A zero tolerance approach was taken early in the Alcohol Ban period, and high visibility Police presence at both locations enabled ongoing conversations with the public during the day.

The result was that there was a significant improvement in general behaviour at Castlepoint, the atmosphere was friendly, with far less calls for Police service, with two lost property reports, a theft from a vehicle and seven Alcohol Infringement notices issued. The anticipated influx of glass, cans and general debris never eventuated.

Riversdale Beach had continued to maintain a low risk, family orientated approach. Police were well received and the road closure promoted cycling and families walking peacefully around the settlement.

A debrief was held, with further improvements introduced as a result of lessons learnt from the introduction of a more positive, pro-active, prevention focused approach.





Over the 2018 – 19 and 2019 – 2020 New Year periods, the same pro-active approach was adopted in the lead up to the New Year's Eve period. There had been collaboration between Council and Police through the year due to the Alcohol Bylaw review, which also included liaison and consultation with the respective Ratepayer Associations.

The outcome for these periods were extremely positive, Castlepoint had very few incidents of note, with one damage complaint received which was identified as occurring from within a private property when intoxicated occupants at an elevated address threw items onto a property below. A disqualified driver was also apprehended on Castlepoint Beach after driving dangerously. No infringements were issued for alcohol ban breaches.

Over the 2020 – 2021 New Year period, the same deployment model and collaborative approach was undertaken between Wairarapa Police and Masterton District Council, and although the lead up weather to New Year's Eve may have played a part, the Castlepoint Settlement experienced a very quiet and incident free period. Staff were redeployed to assist at Riversdale Beach.

Riversdale Beach was more active and required Police intervention at several parties which grew out of the Host's control. Although we are talking about a couple of incidents, it again highlighted the risk Parents face when allowing youth to hold parties. There were several unsolvable assaults, typically involving an isolated intoxicated youth being targeted by a larger unknown group. Community speculation is that the Riversdale Beach area is now an area which seasonally brings a mix of Wellington based Students whose families have invested in holiday homes at Riversdale Beach, who sometimes clash with the established local Students also spending time at family holiday homes.

It also highlights the unpredictability of what can occur, and why having the ability to call on the temporary alcohol and vehicle bans as a resource, enables swift intervention for Police.

The progress that has been made to ensure residents at the two Masterton coastal communities are free of alcohol driven harm highlights the benefits of the Alcohol and Vehicle Bans. The recent successes rely on a combination of factors, which include education of parents and students, the collaborative approach between Council and Police, the implementation of well publicised alcohol and vehicle bans, early interventions and consistency of messaging to the public. Lastly, all involved applying a common sense approach that ensures that those creating risk are able to be singled out, without impacting too greatly on the general public.

The continuation of vehicle bans at these locations during the New Year's Eve period also helps control the access to those who might wish to breach the alcohol ban, and enables further opportunities to hold conversations and educate the public to ensure the evening passes in a safe and enjoyable way. The atmosphere that is created by keeping the main thoroughfares clear of vehicles, so that families can move freely as pedestrians adds to the sense of safety.

The Wairarapa Police respectfully request that the Masterton District Council support the continued application of Alcohol Bans over Labour Weekend, and the New Year's Eve period at the Castlepoint and Riversdale Beach locations as this will ensure the momentum continues to keep these popular locations safe and free of alcohol driven harm.

Yours respectfully

Senior Sergeant Ian OSLAND

Prevention Manager – Wairarapa Police

<b>To:</b>	Your Worship the Mayor and Elected Members
<b>From:</b>	Nerissa Aramakutu, Policy Manager
<b>Endorsed by:</b>	Angela Jane, Manager Strategic Planning
<b>Date:</b>	15 September 2021
<b>Subject:</b>	<b>Amendments to the Wellington Regional Leadership Committee Agreement and Terms of Reference</b>

### DECISION

**Recommendations:**

That the Council:

- a) Notes that on 17 February 2021 Council approved the Wellington Regional Leadership Committee Joint Committee Agreement and the Council's entry into it and appointed and established the Wellington Regional Leadership Committee (WRLC) as a joint committee under clause 30(1)(b) of Schedule 7 of the Local Government Act 2002 on the terms set out in the Joint Committee Agreement;
- b) Notes that since the Joint Committee Agreement was approved by each of the ten councils partners to the WRLC there have been some changes in circumstance and direction that require amendments;
- c) Notes that at its meeting of 1 July 2021, the WRLC agreed to a series of changes to the Agreement;
- d) Notes that, under the Local Government Act 2002, each council that is party to the Agreement must approve the updated Agreement; and
- e) Approves the amended Wellington Regional Leadership Committee Joint Committee Agreement dated July 2021 (Attachment 1).

**Purpose**

The purpose of this report is to seek Council's approval of the amendments to the Wellington Regional Leadership Committee's (WRLC) Joint Committee Agreement and Terms of Reference (the Agreement). Refer Attachment 1 for a copy of the amended Agreement.

**Context**

The WRLC is a new regional Joint Committee established under Clause 30A, Schedule 7 of the Local Government Act 2002 (LGA) and includes all of the Wellington Region's local government authorities, designated iwi, the Horowhenua District Council, and central government ministerial representatives, as equal voting members.

This Agreement was made in early 2021 by each of the ten councils who are party to the Agreement and who formally agreed to appoint and establish the WRLC as a Joint Committee under clause 30 (1) (b) of Schedule 7 of the Local Government Act 2002 on the terms set out in the Agreement.

The Agreement provides for all partners including iwi and the Crown to sign the Agreement and Terms of Reference. Subsequent to the Agreement being signed off by each council, a number of possible changes and improvements to the Agreement have been identified.

Any update to the Agreement and Terms of Reference needs to be signed off individually by all ten councils at a Council meeting and so it is prudent to identify all possible changes to the Agreement and Terms of Reference at one time.

This report outlines changes that have been identified to date and why these are proposed. Joint Committee members and their organisations may have other changes they would like considered.

## **Analysis**

The proposed changes to the Agreement are identified below including the initial thinking related to the clause in the Agreement and the reason for proposing a change.

### ***Membership voting on different part of the WRLC programme and agenda***

The section “Expectations around member voting based on Committee programme and agenda” in both the Agreement and the Terms of Reference was initially written to identify those aspects related to regional economic development would not include the Crown or those from Horowhenua (i.e., would only be local government and iwi from the Greater Wellington Region).

As work on both the Wellington Regional Growth Framework (WRGF) and Wellington Regional Economic Development Plan have progressed, it has been clearer that with housing, transport and economic development being intrinsically linked, it would make sense for Horowhenua based members of the WRLC to be able to participate and vote on all matters of the WRLC responsibilities – that is the WRGF, regional economic development, and regional economic recovery.

It is recommended that the section on limited voting rights be amended to delete the two Horowhenua based iwi and the Horowhenua District Council and that the accompanying table also be deleted from both the Agreement and Terms of Reference.

### ***Iwi Membership***

The Agreement and Terms of Reference (refer Attachment 1) has the following iwi/mana whenua membership noted:

- A person nominated by Rangitāne o Wairarapa Inc (Rangitāne o Wairarapa) and appointed by the Administering Authority.
- A person nominated by Ngāti Kahungunu ki Wairarapa Charitable Trust (Kahungunu ki Wairarapa) and appointed by the Administering Authority.

Following a meeting sponsored by the Mayor of Masterton and attended by the three Wairarapa Mayors, and iwi and rūnanga members from both Rangitāne and Ngāti Kahungunu, it was agreed that in terms of invitations to join the Joint Committee, invitations would also be sent to:

- Rangitāne Tu Mai Rā Trust, and

- Both Ngāti Kahungunu ki Wairarapa Charitable Trust (Kahungunu ki Wairarapa) and Ngāti Kahungunu ki Wairarapa Tāmaki Nui ā Rua Settlement Trust select a nominee from one of these entities.

It is recommended that the Agreement and the Terms of Reference be amended to reflect the decision outlined above regarding invitations and nominees. Letters were sent on 3rd March 2021 to reflect these changes.

### ***Alternates***

The Agreement and Terms of Reference allows for the relevant local authority Mayor or Chair to appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a committee meeting, is entitled to attend that Committee meeting as a member of the Committee (and appointed by the relevant local authority). There is no ability under the current Agreement and Terms of Reference for iwi or the Crown/cabinet members to appoint an alternate.

It is recommended that the Agreement and the Terms of Reference be amended to enable both iwi and Crown/cabinet members to appoint an alternate who, in exceptional circumstances could attend Committee meetings as a member. The definition of “exceptional circumstances” will be determined by the Committee.

### ***Local Members of Parliament***

There has been discussion regarding the ability for local Members of Parliament to attend Committee meetings and the extent to which they could participate in the WRLC meeting. This is to enhance political understanding and enable local champions within Government.

The options discussed are below, noting that there may also be other options:

- a. Formally invite a small number of Members of Parliament to attend Committee meetings. They could speak in public comment and/or be asked to speak on a topic but would not be entitled to speak during the debate or vote. This would not require any changes to the Agreement and Terms of Reference.
- b. Establish regular briefings for local Members of Parliament to provide them with information on the activity of the WRLC and for them to ask questions. This would not require any changes to the Agreement and Terms of Reference.

It is recommended that there is agreement to the suggestions outlined above.

### ***Adopting schedule of meetings***

To make the process of adoption of the schedule of meetings for the WRLC clearer the Agreement and Terms of Reference for the WRLC could include the ability for the WRLC to adopt its own schedule of meetings.

It is recommended that the Agreement and Terms of Reference be amended to include the ability for the WRLC to adopt its own schedule of meetings.

## **Observers**

The Agreement and Terms of Reference allow for a category of membership being “Observers”. Observers are currently listed in the Agreement and Terms of Reference – they are listed by organisation name. This is consistent with the Terms of Reference of other Joint Committees.

Observers currently have speaking rights but do not have voting rights.

People/organisations can speak at Committee meetings by either attending and speaking in public comment, undertaking a presentation on a topic as agreed by the Chair and/or by presenting on a particular paper on the agenda.

As any amendments to the Agreement and Terms of Reference need to be signed off by each council, it would be prudent to agree during this round of amendments, what the Agreement and Terms of Reference should say about Observers.

Possible ways to cover this are:

- a. Include generic commentary regarding Observers and their role, speaking rights etc but do not list any. This could provide for Observers with speaking rights or no speaking rights.
- b. Include generic commentary regarding Observers and their role, speaking rights etc and name key Observer organisations e.g., Urban Growth Partner organisations such as Ministry of Housing and Urban Development, Kāinga Ora and Waka Kotahi. This could provide for Observers with speaking rights or no speaking rights.
- c. Do not make any changes and keep the Observer commentary and organisations in the Agreement and Terms of Reference as it currently is. This could provide for Observers with speaking rights or no speaking rights.
- d. Remove the Observer category from the Agreement and Terms of Reference.

It is recommended that the Committee agree their preferred option for accounting for Observers in the Agreement and Terms of Reference.

## **Recommended Option**

It is recommended that Council approves the proposed amendments to the Agreement to support changes agreed to by the WRLC.

## **Summary of Considerations**

### **Strategic, Policy and Legislative Implications**

The WRLC will have a particular focus on the Wellington Regional Growth Framework; and any strategies and plans related to regional economic development and regional economic recovery. Masterton District Council have signed up the WRLC, with the Mayor being a member of the WRLC.

## **Financial Considerations**

There are minimal financial implications regarding the recommendations in this report. The WRLC will require legal input to update the Agreement and Terms of Reference.

## **Significance, Engagement and Consultation**

Officers consider that the proposed changes to the Agreement are of low significance, due to their administrative nature.

Engagement has been undertaken with the Senior Staff Group and the CEO Group for the WRLC on this matter. With the timing of the CEO meeting, any changes from the recommended changes in this paper will be tabled at the Joint Committee meeting.

## **Implications for Māori**

The WRLC includes mana whenua membership. Proposed changes to the Agreement include iwi membership (refer iwi membership section for more detail).

## **Environmental/Climate Change Impact and Considerations**

Climate change has been one of the key factors in the development of the Wellington Regional Growth Framework – one of the WRLC's key focus areas.

Wellington Regional Leadership  
Committee

Joint Committee Agreement

July 2021

## Wellington Regional Leadership Committee - Joint Committee Agreement

### **Purpose**

This agreement is made pursuant to Clause 30A, Schedule 7 of the Local Government Act 2002 (LGA 2002). The purpose is for a Joint Committee of Carterton District Council, Greater Wellington Regional Council, Hutt City Council, Kapiti Coast District Council, Masterton District Council, Porirua City Council, South Wairarapa District Council, Upper Hutt City Council, Wellington City Council, Horowhenua District Council and mana whenua to take responsibility for key matters of regional importance where a collective voice and collective regional planning and action is required.

The parties are wanting to work together with central government on matters that are of regional importance and are cross boundary and inter-regional in nature. The role of the Joint Committee is to set direction and monitor activities from those plans related to the direction on all matters, with particular focus on:

- Regional economic development
- Regional recovery
- Wellington regional growth framework (joint spatial plan under the [Urban Growth Partnerships](#) and [Urban Growth Agenda](#))

The Joint Committee does not undertake delivery activity – this is undertaken elsewhere by entities such as local authorities and Council-Controlled Organisations.

This agreement focuses on the Joint Committee, including its membership and delegations.

The Joint Committee is a formal Joint Committee pursuant to the LGA 2002 (Clauses 30 and 30A, Schedule 7). The Joint Committee will be deemed to not be discharged at or following each triennial local government election (in line with Clause 30 (7) of Schedule 7, LGA 2002).

There are some parties to this agreement (ie Crown and iwi) who do not appoint members to the Joint Committee directly.

### **Membership**

The membership of the Joint Committee is comprised of:

- the Mayor of Carterton District Council
- the Mayor of Horowhenua District Council
- the Mayor of Hutt City Council
- the Mayor of Kāpiti Coast District Council
- the Mayor of Masterton District Council
- the Mayor of Porirua City Council
- the Mayor of South Wairarapa District Council
- the Mayor of Upper Hutt City Council
- the Mayor of Wellington City Council
- the Chair of Wellington Regional Council



- a person nominated by the Joint Committee itself and appointed by the Administering Authority to be the independent chairperson of the Joint Committee

The members of the Joint Committee may also include:

- a person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira) and appointed by the Administering Authority
- a person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui) and appointed by the Administering Authority
- a person nominated by Rangitāne Tū Mai Rā Trust and appointed by the Administering Authority
- a person jointly nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa) and Ngāti Kahungunu ki Wairarapa Tamaki Nui ā Rua Settlement Trust and appointed by the Administering Authority
- a person nominated by Raukawa ki te Tonga and appointed by the Administering Authority
- a person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai) and appointed by the Administering Authority
- a person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū) and appointed by the Administering Authority
- up to three persons nominated by the Crown (Cabinet) and appointed by the Administering Authority

In respect of those members who are persons nominated by a particular entity or body (and then appointed by the Administering Authority), for the avoidance of doubt, if no nomination occurs then the Administering Authority need not make an appointment to the Joint Committee in respect of that entity or body. The membership of the Joint Committee will be accordingly reduced to the extent that there is no nomination/appointment (including for the purposes of calculating the number of vacancies for establishing a quorum). Such appointment may be made if and when a relevant nomination occurs.

The territorial authorities that are parties to this agreement must appoint the relevant Mayor to be a member of the Joint Committee. This is so that those Mayors are counted for the purposes of determining the number of members required to constitute a quorum – see clause 30A(6A) of Schedule 7 of the Local Government Act 2002.

The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.

The iwi that are parties to this agreement may, in addition to the appointment of the person nominated for each iwi and appointed by the Administering Authority, each nominate an alternate for appointment by the Administering Authority who, in exceptional circumstances where the appointed person is not able to attend a Joint Committee meeting, is entitled to

attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

The Ministers, nominated by the Crown and appointed by the Administering Authority, may each nominate an alternate for appointment by the Administering Authority who, in exceptional circumstance where the appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

A Deputy Chairperson is to be appointed by the Joint Committee from the existing membership. In accordance with standing orders, the Deputy Chairperson may preside at meetings in the absence of the Chairperson (including before the Joint Committee nominates an independent chairperson and that person is appointed by the Administering Authority).

### *General*

The membership of the Wellington Regional Leadership Committee shall be limited to a maximum of 21 members (including the independent chairperson). In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. In accordance with clause 30A(6)(c)(iii) of Schedule 7 of the Local Government Act 2002, for a quorum to be established there must be present at least 5 members appointed by local authorities.

The standing orders of the Administering Authority apply to the Joint Committee. The Joint Committee will adopt a memorandum of understanding setting out the principles that guide the Joint Committee's work and the approach that the Joint Committee will take.

### *Expectations around member voting based on Joint Committee programme and agenda*

When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the Ministers of the Crown will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings).

### **Observers**

The Joint Committee allows for observers. Observers will be entitled to speak at meetings but will not be members of the Joint Committee.

At each meeting, the independent chairperson shall recognise those observers attending in accordance with these provisions and the persons recognised by the independent chairperson shall have speaking rights at the meeting.

The attendance at any public excluded session by observers shall only be permitted with the prior approval of the independent chairperson.

### **Meeting Frequency**

Meetings will be held once every two months, or as necessary and determined by the independent chairperson.

Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the Administering Authority.

## **Specific Responsibilities**

The Wellington Regional Leadership Committee has the following specific responsibilities in support of its overall purpose:

### Wellington Regional Growth Framework

1. Oversee the development and implementation of the Wellington Regional Growth Framework.
2. Recommend to the Wellington Regional Growth Framework partners how funding and resources should be applied to support implementation of the Wellington Regional Growth Framework.
3. Monitor the implementation of the Wellington Regional Growth Framework and associated workstreams.
4. Review and keep up to date the Wellington Regional Growth Framework as circumstances change.
5. Recommend to the Wellington Regional Growth Framework partners actions to achieve alignment with council, central government and iwi plans, strategies and policies.
6. Facilitate engagement and consultation with stakeholders and the community on the Wellington Regional Growth Framework.
7. Develop submissions and advocate to external organisations on matters relating to the Wellington Regional Growth Framework.
8. Engage with neighbouring regions on cross-boundary matters relating to the Wellington Regional Growth Framework.

### Regional Economic Development

1. Provide leadership in regional, sustainable economic development, including establishing partnerships with key agencies involved in economic development. Acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a regional economic development plan to guide the collective work of the region, in line with the desired future outlined in the Wellington Regional Growth Framework.
3. Monitor and report on the status of the regional economy, emerging risks and opportunities and progress towards the implementation of the regional economic development plan and transition to a low carbon economy.
4. Develop submissions and advocate to external organisations on matters relating to regional economic development.
5. Recommend to Greater Wellington Regional Council (as a joint shareholder of Wellington NZ) the allocation of the regional targeted rate for economic development to initiatives and activities based on the regional economic development plan.

### Regional Economic Recovery

1. Provide leadership in regional economic recovery, including establishing partnerships with key agencies involved in recovery, acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a programme of regional economic recovery initiatives, which incorporate alignment with the region's climate change goals.

3. Coordinate the implementation of a programme of regional economic recovery initiatives through local authorities, council controlled organisations and other partners.
4. Monitor and report on the impacts of regional economic recovery on the region, emerging risks and opportunities and progress towards implementation of the programme of regional economic recovery initiatives.
5. Develop submissions and advocate to external organisations on matters relating to regional economic recovery including developing regional proposals for partnerships and funding assistance.

## Delegations

Each local authority delegates to the Joint Committee, in accordance with the terms of reference, the following responsibilities:

1. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
  - Wellington Regional Growth Framework and the Wellington Regional Growth Framework Implementation Plan
  - Regional Economic Development Plan
  - Regional Economic Recovery Implementation Plan
2. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee
3. The setting of the Joint Committee's meeting schedule.

## Responsibilities

The table below identifies key parties related to this agreement and the Wellington Regional Leadership Committee and their responsibilities.

Party	Responsibilities
Wellington Regional Leadership Committee	Decision making related to the Specific Responsibilities in this agreement and TOR; Joint regional voice and advocacy; Select and nominate the independent chairperson (for appointment to the Joint Committee by the Administering Authority); Agree 3 year rolling work programme consistent with WRGF, Economic Plan and other relevant directional documents.
Independent Chairperson	Chair the Joint Committee meetings; Approve attendance as required in public excluded sessions; Approve speaking rights as required at Joint Committee meetings; Liaise with members of the Joint Committee as required Approve (in consultation with the Senior Staff Group) content of meeting agendas.
Chief Executives Group	Provide support and advice to the Joint Committee; Agree funding amounts and splits (rolling 3-year programme).
Senior Staff Group (2 <sup>nd</sup> Tier Managers)	Recommend work programme to the Joint Committee;

Party	Responsibilities
	Recommend funding arrangements and allocations; Manage reports to the Joint Committee; Review work being undertaken and recommend changes if required; Align work programmes within home organisations.
Joint Secretariat	Coordinate the work of the Joint Committee (in consultation with the independent chairperson); Provide administrative support to the Joint Committee on all aspects of its business; Lead work streams as required; Manage joint communications and consultation; Support the work of the Joint Committee, including monitoring, research and independent advice as required.
Delivery agencies e.g. Councils, Council Controlled Organisations	Provide information and research; Draft papers for the Joint Committee; Attend meetings as required; Deliver aspects of the work programme (e.g. economic development activities).
Administering Authority	Administer standing orders; Employing joint secretariat staff; Payment of the meeting fees and independent chairpersons honorarium; Appointing members to the Joint Committee (who are to be appointed by the Administering Authority).

## Administration Funding

Funding will be provided by the Wellington Region's local authorities for the administration of the Joint Committee, a new joint secretariat, and iwi participation in the Joint Committee through a regional targeted rate set by Greater Wellington Regional Council. .

Horowhenua District Council will make an annual funding contribution on a proportional population basis. This funding contribution is calculated by dividing the total annual amount levied through the Wellington Region targeted rate by the total population of the Wellington Region, to arrive at a per capita amount, and then multiplying that per capita amount by the population of Horowhenua District to determine the annual Horowhenua District Council contribution.

Funding will be provided by central government as a contribution to the administration of the Joint Committee and the joint secretariat at an amount to be agreed.

The funding will support the administration of the Joint Committee and the joint secretariat that supports the Joint Committee which will undertake the following:

1. Providing administrative support to the Joint Committee and the Senior Staff Group
2. Managing the work programme of the Joint Committee, including policy advice function and monitoring and research as required
3. Provision of independent advice to support the work programme as required

## **Variation of this Agreement**

This agreement may be varied by the parties from time to time but only with the endorsement of the Wellington Regional Leadership Committee.

## **EXECUTION**

**SIGNED** for and on behalf of  
**CARTERTON DISTRICT COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of  
**HOROWHENUA DISTRICT COUNCIL:**

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Signature

---

Name of person signing

**SIGNED** for and on behalf of **HUTT CITY COUNCIL**:

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Signature

---

Name of person signing

**SIGNED** for and on behalf of **KĀPITI COAST DISTRICT COUNCIL**:

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Signature

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Name of person signing

**SIGNED** for and on behalf of **MASTERTON DISTRICT COUNCIL**:

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Signature

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Name of person signing

**SIGNED** for and on behalf of **PORIRUA CITY COUNCIL**:

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Signature

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Name of person signing

**SIGNED** for and on behalf of **SOUTH WAIRARAPA DISTRICT COUNCIL**:

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Signature

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Name of person signing

**SIGNED** for and on behalf of **UPPER HUTT CITY COUNCIL**:

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Signature

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Name of person signing



**SIGNED** for and on behalf of  
**WELLINGTON CITY COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of  
**WELLINGTON REGIONAL COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **NGĀTI TOA  
RANGATIRA:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **TARANAKI WHĀNUI:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **RANGITĀNE TŪ MAI RĀ TRUST**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **NGĀTI KAHUNGUNU KI WAIRARAPA TRUST (NGĀTI KAHUNGUNU KI WAIRARAPA) AND NGĀTI KAHUNGUNU KI WAIRARAPA TAMAKI NUI Ā RUA SETTLEMENT TRUST:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **RAUKAWA  
KI TE TONGA:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **ĀTIAWA KI  
WHAKARONGOTAI:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **MUAŪPOKO  
HAPŪ:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **CENTRAL GOVERNMENT:**

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Signature

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Name of person signing

## **Appendix 1: Wellington Regional Leadership Committee Terms of Reference**

### **Purpose**

The purpose of the Wellington Regional Leadership Committee is to take responsibility for key matters of regional importance – Wellington Regional Growth Framework, Regional Economic Development, and Regional Recovery - where a collective voice and collective planning and action is required.

The Wellington Regional Leadership Committee (Joint Committee) is a Joint Committee, established in accordance with clauses 30 and 30A of Schedule 7 to the Local Government Act 2002.

The Joint Committee has members from all the nine councils wholly within the Wellington Region and the Horowhenua District Council, mana whenua and members from central Government.

### **Specific Responsibilities**

The Wellington Regional Leadership Committee specific responsibilities include:

#### Wellington Regional Growth Framework

1. Oversee the development and implementation of the Wellington Regional Growth Framework.
2. Recommend to the Wellington Regional Growth Framework partners how funding and resources should be applied to support implementation of the Wellington Regional Growth Framework.
3. Monitor the implementation of the Wellington Regional Growth Framework and associated workstreams.
4. Review and keep up to date the Wellington Regional Growth Framework as circumstances change.
5. Recommend to the Wellington Regional Growth Framework partners actions to achieve alignment with council, central government and iwi plans, strategies and policies.
6. Facilitate engagement and consultation with stakeholders and the community on the Wellington Regional Growth Framework.
7. Develop submissions and advocate to external organisations on matters relating to the Wellington Regional Growth Framework.
8. Engage with neighbouring regions on cross-boundary matters relating to the Wellington Regional Growth Framework.

#### Regional Economic Development

1. Provide leadership in regional economic development, including establishing partnerships with key agencies involved in economic development. Acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a regional economic development plan to guide the collective work of the region, in line with the desired future outlined in the Wellington Regional Growth Framework.

3. Monitor and report on the status of the regional economy, emerging risks and opportunities and progress towards the implementation of the regional economic development plan and transition to a low carbon economy.
4. Develop submissions and advocate to external organisations on matters relating to regional economic development.
5. Recommend to Greater Wellington Regional Council (as a joint shareholder of Wellington NZ) the allocation of the regional targeted rate for economic development to initiatives and activities based on the regional economic development plan.

### Regional Economic Recovery

1. Provide leadership in regional economic recovery, including establishing partnerships with key agencies involved in recovery, acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a programme of regional economic recovery initiatives, which incorporate alignment with the region's climate change goals.
3. Coordinate the implementation of a programme of regional economic recovery initiatives through local authorities, council controlled organisations and other partners.
4. Monitor and report on the impacts of regional economic recovery on the region, emerging risks and opportunities and progress towards implementation of the programme of regional economic recovery initiatives.
5. Develop submissions and advocate to external organisations on matters relating to regional economic recovery including developing regional proposals for partnerships and funding assistance.

### **Membership**

The membership of the Joint Committee is comprised of:

- the Mayor of Carterton District Council
- the Mayor of Horowhenua District Council
- the Mayor of Hutt City Council
- the Mayor of Kāpiti Coast District Council
- the Mayor of Masterton District Council
- the Mayor of Porirua City Council
- the Mayor of South Wairarapa District Council
- the Mayor of Upper Hutt City Council
- the Mayor of Wellington City Council
- the Chair of Wellington Regional Council
- a person nominated by the Joint Committee itself and appointed by the Administering Authority to be the independent chairperson of the Joint Committee

The members of the Joint Committee may also include:

- a person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira) and appointed by the Administering Authority
- a person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui) and appointed by the Administering Authority
- a person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa) and appointed by the Administering Authority

- a person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa) and Ngāti Kahungunu ki Wairarapa Tamaki Nui ā Rua Settlement Trust and appointed by the Administering Authority
- a person nominated by Raukawa ki te Tonga and appointed by the Administering Authority
- a person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai) and appointed by the Administering Authority
- a person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū) and appointed by the Administering Authority
- up to three persons nominated by the Crown (Cabinet) and appointed by the Administering Authority

In respect of those members who are persons nominated by a particular entity or body (and then appointed by the Administering Authority), for the avoidance of doubt, if no nomination occurs then the Administering Authority need not make an appointment to the Joint Committee in respect of that entity or body. The membership of the Joint Committee will be accordingly reduced to the extent that there is no nomination/appointment (including for the purposes of calculating the number of vacancies for establishing a quorum). Such appointment may be made if and when a relevant nomination occurs.

The territorial authorities that are parties to this agreement must appoint the relevant Mayor to be a member of the Joint Committee. This is so that those Mayors are counted for the purposes of determining the number of members required to constitute a quorum – see clause 30A(6A) of Schedule 7 of the Local Government Act 2002.

The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meetings, is entitled to attend that Joint Committee meetings as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.

The iwi that are parties to this agreement may, in addition to the appointment of the person nominated for each iwi and appointed by the Administering Authority, each nominate an alternate for appointment by the Administering Authority who, in exceptional circumstances where the appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

The Ministers, nominated by the Crown and appointed by the Administering Authority, may each nominate an alternate for appointment by the Administering Authority who, in exceptional circumstance where the appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

A Deputy Chairperson is to be appointed by the Joint Committee from the existing membership. In accordance with standing orders, the Deputy Chairperson may preside at meetings in the absence of the independent chairperson (including before the Joint Committee nominates an independent chairperson and that person is appointed by the Administering Authority).

### *General*

The membership of the Wellington Regional Leadership Committee shall be limited to a maximum of 21 members (including the independent chairperson).

### *Expectations around member voting based on Joint Committee programme and agenda*

When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the Ministers of the Crown will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings)

### **Observers**

The Joint Committee allows for observers. Observers will be entitled to speak at meetings but will not be members of the Joint Committee.

At each meeting, the independent chairperson shall recognise those observers attending in accordance with these provisions and the persons recognised by the independent chairperson shall have speaking rights at the meeting.

The attendance at any public excluded session by observers shall only be permitted with the prior approval of the independent chairperson.

### **Voting**

Each member has one vote. In the case of an equality of votes the independent chairperson has a casting vote.

### **Meetings**

The Joint Committee will arrange its meetings in separate parts, relating to the specific focus areas of: Wellington Regional Growth Framework; Regional Economic Development; and Regional Recovery.

Meetings will be held once every two months, or as necessary and determined by the independent chairperson.

The Joint Committee will set its own meeting schedule.

### **Quorum**

In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. In accordance with clause 30A(6)(c)(iii) of Schedule 7 of the Local Government Act 2002, for a quorum to be established there must be present at least 5 members appointed by local authorities.

Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the administering local authority.



## **Delegations**

Each local authority delegates to the Joint Committee, and in accordance with the terms of reference, the following responsibilities:

1. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
  - a. Wellington Regional Growth Framework and Wellington Regional Leadership Committee Implementation Plan
  - b. Regional Economic Development Plan
  - c. Regional Economic Recovery Implementation Plan
2. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee.
3. The setting of the Joint Committee's meeting schedule.

## **Remuneration and expenses**

Each party shall be responsible for remunerating its representative(s) on the Joint Committee.

Members who represent organisations or entities other than local authorities (being iwi members) shall be eligible for compensation for Joint Committee activity including travel, meeting time, and preparation for meetings paid by the administering local authority. This amount is to be agreed in advance.

An alternate, attending the Joint Committee on behalf of an iwi member, shall be eligible to receive the meeting fee and travel allowances payable to the member in respect of the meeting the alternate formally attends.

## **Standing Orders**

The Joint Committee shall apply the standing orders of the Administering Authority.

## **Duration of the Joint Committee**

In accordance with clause 30(7) of Schedule 7 of the Local Government Act 2002, the Wellington Regional Leadership Committee is not deemed to be discharged following each triennial local government election.

## **Servicing**

The Joint Committee is serviced by a joint secretariat. The administering local authority shall be responsible for the administration of the Committee.

## **Council decisions on the Joint Committee's recommendations**

Where a Council makes specific decisions on the Joint Committee's recommendations, these will be reported to the Joint Committee. Where the decision is materially different from the Joint Committee's recommendation the report will set out the reasons for that decision.

## **Variation of this Terms of Reference**

These terms of reference may be varied from time to time. It is envisaged that changes may be made to add or remove specific responsibilities as the circumstances require. Changes will be approved by the parties to the agreement establishing the Wellington Regional Leadership Committee on the recommendation of the Joint Committee.

<b>To:</b>	Your Worship the Mayor and Elected Members
<b>From:</b>	Matthew Steele, Senior Policy Advisor – Economic Development Nerissa Aramakutu, Policy Manager
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	15 September 2021
<b>Subject:</b>	<b>Wairarapa Economic Development Arrangements</b>
<b>DECISION</b>	
<b>Recommendation:</b>	
That the Council:	
<ul style="list-style-type: none"> <li>a. <b>Notes</b> that a review of the current economic development arrangements in the Wairarapa, commissioned by the three Wairarapa District Councils, is complete;</li> <li>b. <b>Agrees</b> to proceed with Option 2: Destination Wairarapa remains as a separate entity but WellingtonNZ establishes a presence in the Wairarapa and provides back-office support;</li> <li>c. <b>Notes</b> that joint agreement by the three Wairarapa District Councils is required to move forward with Option 2: Destination Wairarapa remains as a separate entity but WellingtonNZ establishes a presence in the Wairarapa and provides back-office support;</li> <li>d. <b>Notes</b> that the above option will require the development of Service Level Agreements between the three Wairarapa District Councils and Destination Wairarapa, and the three Wairarapa District Councils and WellingtonNZ; and</li> <li>e. <b>Notes</b> that a new Service Level Agreement between the three Wairarapa District Councils and Destination Wairarapa will supersede the current Memorandum of Understanding between the three Wairarapa District Councils and Destination Wairarapa.</li> </ul>	

## Purpose

The purpose of this report is to seek Council agreement to proceed with Option 2: Destination Wairarapa remains as a separate entity but WellingtonNZ establishes a presence in the Wairarapa and provides back-office support.

## Context

In June 2020, Martin Jenkins was commissioned by Masterton District Council, on behalf of the three Wairarapa Councils, to review the arrangements for economic development in the Wairarapa and to consider the case for changing the current arrangements.

There is recognition that the status quo with regard to economic development arrangements in the Wairarapa are no longer sufficient. Any new arrangements also need to respond to the economic implications of changes occurring in the local government space including the three waters agenda,

the reform of the Resource Management Act 1991, the future of local government review. Funding opportunities have also changed with the replacement of the Provincial Growth Fund with a new Regional Strategic Partnership Fund.

In addition, there is also a need to consider the regional and sub-regional implications associated with the establishment of the new Wellington Regional Leadership Committee, the development of a new Wellington Regional Economic Development Plan, the appointment of a new independent chair for the Wairarapa Economic Development Strategy and Action Plan (WEDSAP), including a review of the current WEDSAP, as well as the ongoing impacts of the Covid-19 pandemic.

Together, these developments all reinforce the need of a pragmatic set of economic development arrangements that can deliver on current priorities and flexibly respond to anticipated changes, without ruling out the need for further refinements in the future.

## **Analysis and Advice**

The final report, which was completed in September 2020, identified several alternative delivery arrangements for economic development and recommended that a new Wairarapa Economic Development Agency, incorporating both economic development and destination marketing activities, should be established as a joint CCO.

The report also identified a programme of work that would be required to implement this option including the need for upfront investment in the establishment and operation of the new CCO, as well as the need for further consultation with impacted organisations.

Upon consideration of the report and the recommendations, it was not possible to reach unanimous agreement across the Councils and the decision was taken not to pursue the establishment of a new CCO.

Further work was undertaken to explore the possibility of entering a Service Level Agreement or Contract for Services arrangement with WellingtonNZ, which would see integrated economic development and destination management activities provided across the Wairarapa through a local office. This proposal would cover economic development and tourism investment from the three Wairarapa District Councils, including the current investment into Destination Wairarapa, the WEDSAP and a proportion of Greater Wellington Regional Council's targeted rate for economic development which is used to fund WellingtonNZ's regional activities.

Under this proposal, WellingtonNZ would also continue to carry out its current regional activities, including those that relate to the Wairarapa (for example, international destination marketing) and would provide the back-office support associated with establishment of a local office in the Wairarapa. Key to the proposed arrangements are that Destination Wairarapa would retain its RTO status and that its brand would remain visible.

Advice on the proposal was provided to the Wairarapa District Councils by Martin Jenkins based on whether and how such an arrangement would be workable, identifying the risks, opportunities and benefits, as well as the implications of the arrangements for Destination Wairarapa and for the governance of council investment into economic development and tourism activities.

## Options Considered

Two options were identified for implementing the proposal through a Service Level Agreement:

**Option 1:** Destination Wairarapa becomes a team within WellingtonNZ and WellingtonNZ is responsible for the delivery of all destination and economic development activities.

**Option 2:** Destination Wairarapa remains as a separate entity but WellingtonNZ establishes a presence in the Wairarapa and provides back-office support.

Option		Advantages	Disadvantages
1	Destination Wairarapa becomes a team within WellingtonNZ and WellingtonNZ is responsible for the delivery of all destination and economic development activities.	<ul style="list-style-type: none"> <li>• Single arrangement and entity overseeing all economic development and destination services in the Wairarapa</li> <li>• Better able to align regional and local economic development efforts and economic and destination activities</li> <li>• Councils have improved oversight of local economic development activities</li> <li>• Relatively simple governance and accountability arrangements</li> <li>• Simpler arrangements for resourcing and staff management</li> <li>• Retains brand of Destination Wairarapa and separate RTO status</li> </ul>	<ul style="list-style-type: none"> <li>• Will require agreement amongst existing Destination Wairarapa membership to change</li> <li>• Likely employment related costs and potential loss of destination capability</li> <li>• Potential for WellingtonNZ culture and preferences to dominate</li> <li>• Some disruption of existing services likely</li> <li>• May not be seen as locally representative</li> <li>• Councils only have contractual oversight over all activities</li> </ul>
2	Destination Wairarapa remains as a separate entity but WellingtonNZ establishes a presence in the Wairarapa and provides back-office support.	<ul style="list-style-type: none"> <li>• Straightforward to implement</li> <li>• Destination Wairarapa retains identity, membership and funding sources</li> <li>• Leverages capability and capacity of both WellingtonNZ and Destination Wairarapa</li> </ul>	<ul style="list-style-type: none"> <li>• More difficult to align economic development and destination activities and local and regional activities</li> <li>• Councils have to administer two service level agreements</li> <li>• Additional accountability and reporting costs</li> </ul>

		<ul style="list-style-type: none"> <li>WellingtonNZ better able to tailor services through local presence</li> <li>Enables Councils to specify economic development activities</li> <li>Councils maintain CO oversight over local destination activities</li> </ul>	<ul style="list-style-type: none"> <li>Does not signal coordinated view to central government</li> <li>Councils only have contractual oversight over economic development activities</li> </ul>
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## Recommended Option

Option 2 is recommended. Under this option, the three Wairarapa District Councils would work with both entities under a Service Level Agreement arrangement that would involve:

- Destination Wairarapa to provide local marketing and promotion services.
- WellingtonNZ to provide economic development services and international marketing services for the Wairarapa, including a physical presence, and back-office services to underpin this and for Destination Wairarapa.

Under this model, Destination Wairarapa would continue as a separate RTO, as an incorporated society and with its own Board (noting that Destination Wairarapa is also a Council organisation).

The main differences to the status quo under this model would be that WellingtonNZ would provide additional economic development services and have staff in the Wairarapa, co-located with Destination Wairarapa, operating through a Service Level Agreement with the three Wairarapa District Councils. Currently WellingtonNZ delivers activities in the Wairarapa through the targeted regional rate and under its agreement with Greater Wellington Regional Council and Wellington City Council.

The main advantages of this option are that it is relatively straightforward to implement and limits the risk of a drop-off in destination funding. Destination Wairarapa can retain its existing membership base, sponsorship, expertise and identity. There is no need for or risk of a drawn-out consultation and disestablishment process.

This option has advantages in that it also draws on the existing resources, capability and processes of WellingtonNZ and expands their reach and services into the Wairarapa. The Service Level Agreement would enable Councils to be more specific about the economic development activities they want delivered in the region through WellingtonNZ. In addition, the Councils will maintain oversight and governance influence over DW given it retains its CO status.

There may be some efficiencies from WellingtonNZ taking over some back-office functions of Destination Wairarapa given that it has greater scale and has likely more efficient operational processes.

Current perceptions about WellingtonNZ support not being sufficiently tailored to the region may be mitigated under this option through there being both a physical presence and Destination Wairarapa being maintained as a separate entity.

## **Summary of Considerations**

### **Strategic, Policy and Legislative Implications**

The delivery of new economic development arrangements in the Wairarapa supports a wider sub-regional and wider regional strategic framework that includes the continued implementation of the Wairarapa Economic Development Strategy and Wellington Regional Growth Framework, as well as the development of a new Wellington Regional Economic Development Plan.

### **Significance, Engagement and Consultation**

Officers consider that the matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

Iwi Chairs and key stakeholders, including Destination Wairarapa and WellingtonNZ have been either invited and/or participated in the review process.

### **Financial Considerations**

The three Wairarapa District Councils will need to confirm a cost share arrangement as part of the development of the new Service Level Agreements with both Destination Wairarapa and WellingtonNZ. This will include a review of the current funding arrangements with Destination Wairarapa and confirming the proportion of funding from the regional rate that would be allocated to support Wairarapa specific activities and the mechanism/s for this to occur.

### **Implications for Iwi/Māori**

Iwi Chairs were invited to take part in this Review, with crossover involvement occurring with iwi representation on the WEDSAP Governance Group.

Any new economic development arrangements in the Wairarapa will provide opportunities for collaboration with mana whenua to complement their own economic development aspirations.

### **Environmental/Climate Change Impact and Considerations**

This decision is not expected to have environmental or climate change impacts.

### **Next Steps**

If all three Wairarapa District Councils agree on Option 2: Destination Wairarapa remains as a separate entity but WellingtonNZ establishes a presence in the Wairarapa and provides back-office support, next steps will involve:

- The development of a Service Level Agreement between the three Wairarapa District Councils and Destination Wairarapa;
- The development of a Service Level Agreement between the three Wairarapa District Councils and WellingtonNZ;
- Confirmation of cost share arrangements by the three Wairarapa District Councils including confirming the proportion of funding from the regional rate that would be allocated to support Wairarapa specific activities and the mechanism/s for this to occur.

<b>To:</b>	Your Worship the Mayor and Councillors
<b>From:</b>	Nerissa Aramakutu, Policy Manager Angela Jane, Manager Strategic Planning
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	15 September 2021
<b>Subject:</b>	<b>High Court application and Long Term Plan amendment for Panama Village</b>

### DECISION

**Recommendation:**

That Council:

- a. **Notes** that on 2 June 2021, Council resolved to:
  - Adopt the alternative option for the More Housing for Seniors proposal in the Long Term Plan 2021-31 Consultation Document of Council offering the vacant land for someone else to build more public housing; and
  - Progress work to make the vacant land at Panama Village available for more public housing; and
  - Work with the government (via Kāinga Ora)/community housing providers/iwi) to ascertain the most appropriate arrangement for a provider/s to fund and build more public housing on the vacant land at Panama Village.
- b. **Notes** that in order to sell or lease the vacant land at Panama Village for housing in line with the existing Council Scheme, approval from the High Court is required as well as an amendment to the Long Term Plan 2021-31;
- c. **Notes** that any changes to the existing Council Scheme affecting the use of the land or any proceeds from selling or leasing the vacant land or current housing will require High Court approval as well as an amendment to the Long Term Plan 2021-31;
- d. **Agrees** to commence a Long-Term Plan amendment as described in recommendations a. and b. above, using the Special Consultative Procedure, and if the Long Term Plan amendment is approved then the Council agrees to make a High Court application to give effect to recommendations a. and b. above.

### PURPOSE

The purpose of this report is to outline the necessary steps to advance the Council's Long Term Plan (LTP) decision to make the vacant land at Panama Village available to another agency/provider(s) to fund the building of more housing and seek Council's direction to undertake the next step, an amendment to the LTP.

## CONTEXT

### **The history of Panama complex**

The Panama Land (also known as Panama Village) on Ngaumutawa Road, Masterton, was originally owned by Arthur Powys Whatman, who died in 1938. In his will, Mr Whatman made a bequest of the land to the Wairarapa Hospital Board. The bequest was subject to very specific directions that the Panama land be held upon trust with Mr Whatman's former dwelling to be used for a convalescent or rest home for the "sick, aged or needy". His will specifically directed that "no part of my trust realty shall at any time be sold, let or leased".

A home for the elderly was established on the land in 1958. It ran at substantial losses and as a consequence, the Hospital Board invited applications from other organisations to take over the operation. The then Masterton Borough Council put forward a proposed Council Scheme<sup>1</sup> to transfer the Panama land to the Council for the provision of houses or villas for "old people". In this respect, it preserved the wishes of Mr Whatman by continuing to use the land as a residence for the "aged and needy", with land not required for accommodation to be used for "general recreation". The Scheme was approved by the Supreme Court in June 1966.

Today, the Council Scheme still applies, and the Council owns and operates 44 senior housing units on the site that occupy about one-third of the available land area, leaving four hectares currently vacant.

The vacant land at Panama Village can only be used for the current authorised purpose of the original bequest (benefit of the aged or needy and general recreation). Any change to the intent of the land and the ability to sell or lease the land (including the use of any proceeds from either sale or lease) will require an amendment to the Council Scheme.

It is noted that "the aged or needy" are outdated terms that could be modernised to be more appropriate to how we describe seniors or those who require assistance with housing solutions. A High Court application can request that the reference to "the aged or needy" is updated.

Council supports continuing the intent of the land use for housing our senior population and those that require assistance with housing.

### **Housing in the Masterton District**

At a local level, there is an urgent need for more housing in our district – with demand exceeding supply. There is a shortage of rental accommodation (both social<sup>2</sup> and private). What makes Masterton's housing issues different from other areas is the lack of a Kāinga Ora (formerly Housing New Zealand) presence in the Wairarapa region.

The Council currently supports senior housing through owning and managing 78 senior housing units in four locations. There is also a range of community providers and organisations in our district, including community trusts that provide housing. Masterton relies heavily on the community-owned Trust House<sup>3</sup> to provide affordable rental homes to low-income individuals and families in our

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<sup>1</sup> The Council Scheme refers to the transfer of the land to Council for the purposes of Mr Whatman's bequest

<sup>2</sup> Social housing is affordable housing that is allocated on the basis of need by Kāinga Ora (or previously Housing NZ) and registered Community Housing Providers within a regulated framework.

<sup>3</sup> In 2014, Trust House became New Zealand's first registered social housing provider in the government's new social housing scheme to make rents more affordable for people on low incomes.



community. Both the Council and the community trusts have waiting lists of people in need of accommodation.

## Long Term Plan 2021-31

The Council want to enable housing developments that support those in our community who are struggling to access appropriate housing in the Masterton District.

One of the big decisions Council consulted on as part of the LTP 2021-31 was more housing for seniors. Council consulted on a preferred option and an alternative option (refer table below):

Preferred option: <b>Council builds 25 pensioner units</b>	Council building 25 pensioner units (15 x 1-bedroom and 10 x 2-bedroom) on the vacant land at Panama Village and partner with a Community Housing Provider to manage the housing so that tenants can access government-subsidised rent, making it affordable housing.
Alternative option: <b>Council offers land and someone else builds more public housing</b>	Council offers land and someone else builds more public housing. This option involved investigating a means of making the vacant land at Panama Village available for other providers to fund and build more public housing.

Following community consultation and Council’s deliberations process, Council resolved to proceed with the alternative option. Proceeding with this option will help to achieve Council’s goal of supporting housing in the Masterton District while minimising Council’s financial contribution. As outlined in the recommendations section of this report, Council specifically resolved to:

- a. Adopt the alternative option for the More Housing for Seniors proposal in the LTP 2021-31 Consultation Document of Council offering the vacant land for someone else to build more public housing; and
- b. Progress work to make the vacant land at Panama Village available for more public housing; and
- c. Work with the government (via Kāinga Ora)/community housing providers/iwi) to ascertain the most appropriate arrangement for a provider/s to fund and build more public housing on the vacant land at Panama Village.

More detail is available in Report 100/21 LTP 2021-31 Deliberations – More Housing for Seniors.

## High Court application and Long Term Plan amendment

The High Court application needs to be free of all other impediments to enable the Court to make a definitive judgement on any changes to the Council scheme. Staff have been advised that a fuller consultation with the community is required as evidence to show support for changing the Council scheme (the purpose for which the land or any proceeds from it is held) and/or leasing or vesting the land (by sale or gifting) with another provider.

Discussions to date with Council have identified a desire to have the existing senior housing stock become eligible for the government’s subsidised rental scheme. Under current government rules the provider of the housing needs to be an approved Community Housing Provider which would require a lease or the sale of the current housing stock, which would be a further change to the Council scheme and require High Court approval. The application process is estimated to take approximately

six months and will incur legal expenses in the range of \$30,000 - \$50,000. It would be efficient to address both of these matters (the ability to sell or lease the vacant land and allocate the proceeds, and the ability to sell or lease existing housing stock) in the single High Court application to change the scheme to enable a different ownership or provider model in the future that better meets the needs of the Council and the community.

Council's Senior Housing is listed as a strategic asset within the Significance and Engagement Policy. To sell the senior housing stock, even with caveats that protected the intent of the Council scheme, an amendment to the LTP is required because of the legislative requirements related to Council assets listed as strategic assets.

An amendment to the LTP will include canvassing the options available for the existing housing and vacant land and the Council's intentions on how to use any proceeds from leasing or selling the land and housing. These options are not detailed in this report and are subject to further Council discussions before being fully canvassed in the next report containing the details of the LTP amendment.

The amendment to the LTP is an important enabler for the High Court application. The amendment would only consider the impact of amending the Council Scheme and empowering the Council to sell or lease vacant Panama Village land or the existing housing stock and would not be re-forecasting any financial information or underlying assumptions regarding the housing assets or potential sale proceeds. The amendment would therefore have a very narrow scope which would contain audit costs and provide a very targeted consultation topic. The amendment process would not be able to accommodate any submissions to alter other parts of the current LTP.

### **Government Support Opportunities**

Following the LTP 2021-31 consultation period, the Government made a commitment to build houses in Wairarapa. It has been reported that Kāinga Ora will not be taking a traditional approach in terms of building on their own land, but are instead planning to work with landowners and developers looking to lease. They have taken this approach elsewhere, for example in Wellington, where they have a 125-year lease on land which offers a mix of public and affordable housing. This lease includes an option for Kāinga Ora to buy a percentage of the land to develop as affordable houses for sale. If Council wants to look at similar arrangements, this will need to be included as part of the LTP amendment and an application to the High Court.

The Government recently closed an expression of interest process for its new Infrastructure Acceleration Fund. It is a contestable fund for investment in enabling infrastructure to support new housing supply throughout Aotearoa. Council has submitted an Expression of Interest for funding for enabling infrastructure that could support housing on the vacant land at Panama Village that a developer would not normally be required to pay for. Council is yet to be advised if the Expression of Interest will pass the first gate to the Request for Proposals stage where more information is required for further consideration.

## **ANALYSIS AND ADVICE**

Council sought legal advice from Simpson Grierson regarding work to support a High Court application process for approval to sell or lease the vacant land at Panama Village. In advance of an application to the High Court, Council will need to:

- agree to undertake an amendment to the LTP 2021-31, using the Special Consultative Procedure, giving effect to this resolution; and
- pass a resolution setting out what Council wants to do with the land (e.g., sell and/or lease the vacant land at Panama Village and/or the existing housing assets) and instruct staff to take all steps necessary to obtain approval from the High Court to give effect to a sale/lease, and to clarify what the proceeds of sale and/or lease should be used for, and amend the purpose of the Council Scheme to reflect current and future housing needs

The vacant land at Panama Village can only be used for the current authorised purpose of the original bequest (benefit of the aged or needy and general recreation). Any change to the intent of the land and the ability to sell or lease the land (including the use of any proceeds from either sale/lease) will require an amendment to the Council Scheme.

An LTP amendment consultation supports the development of a High Court application from the outset and will provide strong evidence to the Court that the Council has engaged in a formal process and has a mandate from the community.

If the LTP amendment is approved, Council can then immediately proceed to make an application to the High Court. Council is aware of a Community Housing Provider (CHP) having a successful outcome when taking a similar request to the High Court. This gives greater confidence that a request for High Court approval to lease the land would be approved.

An LTP amendment will solely focus on a proposal to progress options to change the Council scheme for the vacant land and housing at Panama Village . An amendment to the LTP will require consultation using the Special Consultative Procedure. This will enable the community to have a further say on this proposal. As part of the LTP 2021-31 consultation period that was held earlier this year, submitters supported the alternative option of Council offering the land and someone else builds more public housing over the preferred option of Council building and funding 25 pensioner units. Further information will be included in an LTP amendment report to Council in October 2021.

## OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
<p>1 Agree to progress a LTP amendment process to consider the sale or lease of the vacant land at Panama Village</p>	<p>Enables Council to continue to progress options to make the vacant land available for more public housing as per Council decision made for the Long Term Plan 2021-31.</p> <p>This work will help to achieve Council’s goal of supporting housing while minimising Council’s financial contribution.</p> <p>Housing that is not owned or managed by Council will enable tenants to be eligible for the Income Related Rent Subsidy.</p>	<p>This decision still requires High Court approval.</p> <p>Any potential divesting of the current housing at Panama Village may create some uncertainty for residents.</p>
<p>2 Do not agree to sell or lease the vacant land at Panama Village</p>	<p>No costs further associated with external legal expertise and support for a High Court application.</p> <p>No costs associated with a need to undertake a Long Term Plan amendment with the proposal to sell or lease the vacant land at Panama Village.</p>	<p>No further work can be progressed regarding the Council resolution to progress options to make the vacant land at Panama available for a partner/s to fund and build will no longer happen.</p> <p>Council will not be able to contribute land towards in line with the existing Council Scheme without looking at having to fund a build as well.</p> <p>Any tenants of Council owned housing are not eligible for the Income Related Rent Subsidy.</p>

## RECOMMENDED OPTION

Option 1 is recommended. This will enable Council to continue to progress options to make the vacant Panama land available for housing in line with the existing Council Scheme. Proceeding with this work will help to achieve Council’s goal of supporting housing while minimising Council’s financial contribution. Housing (existing housing or potential housing) that is managed or owned by a third party (as opposed to Council) also ensures that prospective tenants will be able to apply for

the Income Related Rent Subsidy which is currently not applicable to current tenants of Council owned senior housing.

## **SUMMARY OF CONSIDERATIONS**

### **Strategic, Policy and Legislative Implications**

Housing is a priority across a number of our strategies at a district, sub-regional, and wider regional level, for example:

- A priority in the Council's Wellbeing Strategy, *He Hiringa Tangata, He Hiringa Whenua*, is to advocate for better housing opportunities for all our residents.
- Housing is identified as a key people enabler in the Wairarapa Economic Development Strategy.
- Council is part of the Wellington Regional Growth Framework. This Framework has six project objectives that include increasing housing supply, affordability and choice, and improving multi modal access to and between housing, employment, education and services.

### **Significance, Engagement and Consultation**

Council consulted on the proposal for more housing for seniors, using the Special Consultative Procedure, to inform decision-making as part of the 2021-31 LTP process. The proposed development was assessed as being a significant decision due to:

- the cost of the proposed development
- the proposal involving the significant development of a Council asset.

Consultation followed the Special Consultative Procedure, in line with our Significance and Engagement Policy and legislative requirements for a significant decision.

As discussed in this report, Council will need to undertake an amendment to the LTP 2021-31 to give effect to any proposal to sell or lease the vacant land (which could include the current housing stock) at Panama Village for housing in line with the existing Council Scheme. An amendment to the LTP will require consultation using the Special Consultative Procedure. Further information will be included in a LTP amendment report to Council in October 2021.

### **Financial Considerations**

There are costs associated with making the vacant land (which could include the current housing stock) at Panama Village available for more housing in line with the existing Council Scheme. Financial costs that have been identified include:

- external legal advice and support associated with the High Court application process (Council does not currently have internal legal counsel/expertise), and
- LTP amendment costs (e.g., audit, internal resourcing, consultation).

Further information will be included in a LTP amendment report to Council in October 2021.

Council is also seeking external funding opportunities to further facilitate and enable a housing development on the vacant land at Panama Village. An expression of interest has been made to date for the Infrastructure Acceleration funding.

## **Iwi/Māori Considerations**

Iwi and marae representatives participated in a housing session on 18 March 2021 where conversations were held regarding community housing solutions.

Council received LTP submissions from Rangitāne o Wairarapa and Rangitāne Tū Mai Rā Trust who both acknowledge the housing challenges in the Masterton District and support solutions for more housing for the community.

An amendment to the LTP will require consultation using the Special Consultative Procedure. Iwi, Hapū, Marae, and hapori Māori will have an opportunity to have further input into this process.

## **Environmental/Climate Change Impact and Considerations**

Any housing development can have both environmental and climate change impacts. Those involved in housing developments can reduce carbon emissions by choosing low carbon building materials, higher building standards and making more energy efficient choices. If a housing development proceeds on the vacant land at Panama Village, there will be opportunities to negotiate with a funder/s and builder/s to mitigate impacts by nature-based infrastructure and sustainable planning.

## **NEXT STEPS**

If Council agrees for work to commence on a LTP amendment, to enable the High Court application to change the Council Scheme for Panama Village, then a report will be submitted to the October 2021 Council meeting with the intention of consulting in November 2021.

<b>To:</b>	Your Worship and Members
<b>From:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	12 September 2021
<b>Subject:</b>	<b>Chief Executive's Report</b>
FOR INFORMATION	
<p>Recommendation:</p> <p>That Council</p> <ul style="list-style-type: none"> <li>i. Notes the information contained in the Chief Executive's report 173/21.</li> <li>ii. Approves the deferral of the Revenue and Financing Policy review, and associated rating review, to the 2022 term of Council.</li> </ul>	

### **Purpose**

The purpose of this report is to provide Council with an update (as at 31 August 2021) on Council operations and projects.

### **Chief Executive's Overview**

#### **COVID Lockdown**

On Tuesday 17 August, with very little warning, the country went into Level Four lockdown. Coincidentally, in the week leading up to this, we had communicated with staff to ensure they had plans in place and the equipment they needed to continue to do their work should we go into a lockdown at short notice.

Staff took the move to lockdown in their stride, moving swiftly to support BAU from home while continuing to deliver key pieces of work under lockdown restrictions. This included delivering the initial public consultation for the Representation Review, running Audit and Risk workshops, and undertaking Infrastructure Committee meetings.

All essential services continued to be delivered – with many Masterton staff shouldering more than their share of work supporting the regional Emergency Operations Centre response. My thanks go to all staff for their commitment to keeping the business of council going as the lockdown played out.

#### **Waka Kotahi National Land Transport Programme**

The Waka Kotahi NZ Transport Agency Board has now adopted the 2021-24 National Land Transport

Programme (NLTP). The key change is that the Crown has approved additional loan financing of \$2 billion for the national programme. This means that MDC's full AMP programme for maintenance, operations and renewals is now fully funded so the debt funding provision for this work included in the LTP will not now be required.

The Waka Kotahi funding also allows for the maintenance and renewals components of the CDB rejuvenation stage 1 project. This would enable this project to be brought forward from year 4 of the LTP if the local funding share is brought forward.

### **3 Waters Reform discussions**

Multiple meetings with Elected members and staff have been held regarding the three waters reforms to:

- Highlight issues of concern with the process
- Highlight issues of concern with the proposed reforms model
- Test potential options and process to respond to concerns

Further information will be summarised in a report to the Council in at the end of the month and will include implications of the reforms for the district and identify further information necessary to inform future decision making by both the Council and Government.

### **Regional/National Context**

#### **The Sixth Assessment Report of the Intergovernmental Panel on Climate Change**

##### **Climate Change 2021: The Physical Science Basis**

Full report <https://www.ipcc.ch/report/ar6/wg1/>

The Intergovernmental Panel on Climate Change (IPCC) released its report titled "Climate Change 2021: the Physical Science Basis" on 9 August 2021. This report is the Working Group I contribution to the Sixth Assessment Report. The Working Group I comprised 234 authors from 65 countries; 78,000+ review comments; and 14,000 scientific publications assessed.

The IPCC is producing the Sixth Assessment Report (AR6) with contributions by its three Working Groups and a Synthesis Report, three Special Reports, and a refinement to its latest Methodology Report. The Synthesis Report will be the last of the AR6 products, currently due for release in 2022.

The 'Climate Change 2021: the Physical Science Basis' report addresses the most up-to-date physical understanding of the climate system and climate change, bringing together the latest advances in climate science, and combining multiple lines of evidence from paleoclimate, observations, process understanding, and global and regional climate simulations. The report provides the latest assessment of scientific knowledge about the warming of the planet and projections for future warming and assess its impacts on the climate system.



## Key findings:

- It is indisputable that human activities are causing climate change, making extreme climate events, including heat waves, heavy rainfall, and droughts more frequent and severe.
- Unless there are immediate, rapid, and large-scale reductions in greenhouse gas emissions, limiting warming to 1.5°C will be beyond reach.
- The scale of recent changes across the climate system as a whole and the present state of many aspects of the climate system are unprecedented over many centuries to many thousands of years.
- There's no going back from some changes in the climate system. However, some changes could be slowed and others could be stopped by limiting warming.

## What does it mean for Aotearoa:

- A land divided by weather extremes – rain will batter the west and south leading to severe floods, while high temperatures will bring drought and fires to the east and north.
- Projected increase in winter and spring rainfall in the west and south, with less rainfall in the east and north.
- Decreases in glacier ice and seasonal snow, leading to impacts on water resources, hydropower and tourism, and increases in ocean warming, which will affect resources like seafood.
- The ability of forests and other green spaces to absorb carbon dioxide will be weakened with extreme temperatures and droughts.
- Sea-level rise poses a risk to New Zealand's 15,000km of coastline, putting tens of thousands of houses in danger of more frequent and extreme flooding and erosion and exposing \$14bn worth of local government infrastructure to damage.

## Infometrics Update

The latest Infometrics quarterly update was released in August 2021. The summary below is an excerpt from the Infometrics report:

The Masterton economy is looking good on virtually every economic indicator. Infometrics provisionally estimates that economic activity in Masterton grew 6.3%pa in the June 2021 year, compared with 4.2%pa growth nationwide.

Masterton is benefitting from the change in working patterns with an increase in work from home. This trend is reflected in a 14.9% decrease in passenger boardings on the Wairarapa line in June 2021 compared with June 2019. The work from home trend has helped boost consumer spending in Masterton, with the value of electronic card transactions growing 12.4%pa in the June 2021 year.

Both the economic activity and consumer spending results are abnormally strong because the previous year includes the lockdown-affected June 2020 quarter. But there's little doubt that Masterton has recovered well from lockdown.

Masterton is also benefitting from Wellingtonians' preference for short trips from home which has boosted tourism spending by 18.7% in the June year, compared to 5.4% nationally.

Residential consents grew 35%pa in the June 2021 year. The June 2021 year is being boosted by an unprecedented 89 consents in the March 2021 quarter. At 51 consents, the June 2021 quarter was a touch lower, but still well above the 10- year average of 31. The value of non-residential consents was \$19.5m in the 12 months to June 2021, well above the 10- year average of \$15m.

House prices are a concern, with Masterton values rising by 41%pa in the June 2021 quarter. This growth is the fifth-fastest across New Zealand. The average house value reached \$622,000 in the June quarter. Limited stock available for sale is driving prices higher, with average available stock across the Wairarapa sitting at just 18% of the long-term average.

Masterton's labour market is strengthening in line with the local economy. The number of Masterton residents in employment increased by 1.2% in the year to June 2021, compared with a slight decline nationally. The quarterly number of Jobseeker Support recipients dropped to 924 in the June quarter from a peak of 1,049 in the September 2020 quarter. Unemployment is at a very low 3.6%.

## **Strategic Planning and Policy Activity**

Work undertaken since the last CE report includes:

### **Wairarapa Economic Development Strategy (WEDS) Review 2021**

A review of this strategy is planned, the review scope has recently being signed off by the three Mayors, Chair of WEDS, Adrienne Young-Cooper with input from Iwi. Contractors are now being approached to conduct the review.

### **Infrastructure Acceleration Fund**

The Infrastructure Acceleration Fund (IAF) is a key component of the Government's \$3.8 billion Housing Acceleration Fund announced in March 2021. It is a contestable fund for investment in enabling infrastructure to support new housing supply throughout Aotearoa. Council completed and submitted two expressions of interest to fund enabling infrastructure to support a potential housing development on the vacant land at Panama Village and housing developments on Millard Avenue/Andrew Street.

### **Smokefree Policy Review 2021**

At the Wairarapa Policy Working Group meeting on 2 September 2021 the three Wairarapa District Councils agreed to merge their respective policies, with the goal of having a revised Wairarapa Region Smokefree Policy. Initial engagement to date has been undertaken with the Wairarapa Youth Council and health sector organisations (e.g., Whaiora, Cancer Society, Compass Health/ Tū Ora, Regional Public Health). Desktop research has also been undertaken to collate relevant data and comparisons of other council Smokefree policies. The review progress and a proposed approach for a revised policy, including the development of a communications and engagement plan were also discussed at the meeting.

## **Public Art Policy**

As part of Masterton's Arts Culture and Heritage Strategy and Implementation Plan (2019-24) we are in the initial phase of developing a Public Art Policy for the district. Public art is any form of art that is located in a public space outside galleries or museums. Public art plays an important role in the cultural life and heritage of our community, by giving expression and energy to public places and transforming a place of functionality into one that inspires, moves and challenges people. We are currently exploring existing policies and guidance (nationally and internationally), best practice and research. We have also had initial conversations with some sector entities such as Creative NZ, King Street Art, Aratoi, Wairarapa Archives and Arts Access Aotearoa and we are looking to have further conversations with stakeholders in our community as the scope of the policy develops. We will update the council as the project develops.

## **Representation Review 2021**

Consultation on the initial representation proposal launched on 3 September and will run through until submissions close on Monday 4 October 2021. The initial proposal includes a mixed arrangement with a Masterton General Ward (four Councillors); a Masterton Māori Ward (one Councillor) and three Councillors elected at large. This reduces the total number of Councilors from ten to eight. Boundaries for the two wards will align with the Masterton district boundary and Ward names will be identified through the Consultation process. The opportunity to have a say will be promoted via social media, radio and print media. Submissions can be made online. Feedback can also be emailed, posted in or phoned through. Subject to Alert Levels, kanohi ki kanohi (face to face) sessions are also planned.

## **Annual Report 2020/21**

Interim non-financial results were reported to the Council's Audit and Risk Committee in August. The final Annual Report document is in progress, with Audit scheduled for early October and adoption on 27 October 2021.

## **Annual Plan 2021/22**

Work on the 2021/22 Annual Plan is also scheduled to commence this month.

## **Revenue and Financing Policy and rating review**

The analysis at activity level of the benefits and beneficiaries of Council services has been completed for further consideration in the next steps of the Revenue and Financing Policy. Research was undertaken to understand the makeup of forestry properties within the district and was shared at a Council workshop and with the Rural Advisory Group in August.

Advice was sought on the ability to complete the Revenue and Financing Policy, with the change to include charging water by meter, through only an Annual Plan or through its own special consultative procedure. The advice noted that given our current charging regime for water the changes would be deemed significant for many ratepayers and would require an amendment to the Long Term Plan. Many of the alternative funding options available for other activities would also require an amendment. This advice was provided to the Council workshop in August.

The Revenue and Financing Policy review and associated rating review still requires extensive

development workshops with the Council, potential pre-engagement with ratepayers and residents and then the preferred funding regime needs a Long Term Plan amendment which will require financial modelling. We are also waiting on more data from the installed water meters so that we can understand usage and impact of funding models on different ratepayers.

Since the Long Term Plan was adopted Council policy and planning staff have been involved in two workstreams that were not scheduled when the Long Term Plan budgets were formulated – the representation review and the proposed Long Term Plan amendment for the Panama land. In addition, the organisation is also managing demands associated with the Three Waters reforms and with management resourcing changes. At the August workshop the Council indicated that it supported deferring the remainder of the review on the policy and rating system until the new term. Staff will take advantage of any available time before the new term to continue researching and modelling alternative funding options and monitoring water usage to understand future impacts of charging by consumption.

This report includes a recommendation for the deferral of the review.

## **Community led, Council supported initiatives**

### **Eastside Community Group**

The group are meeting weekly via zoom and are planning for their annual Community Spring Festival event on Saturday 27 November at McJorrow Park. The group have an emergency fund ready for any families that may be struggling because of Covid.

### **Te Awhina Cameron Community House**

The Community House will remain closed till Level 2, Te Awhina are still supporting the community with food parcel orders.

### **Community Events**

September's event Birth to Earth was cancelled due to the Covid restrictions. Halloween is in its third year and will see a range of scare zones and activities spread out through QE Park for families to enjoy.

Planning is underway for this year's Christmas festivities and we hope to see the introduction of a Night Market which will be followed by the Lighting of the Towns Christmas tree allocated in Queen Elizabeth Park. Christmas in the Park will continue to flow on after the Christmas Parade as it did in 2020.

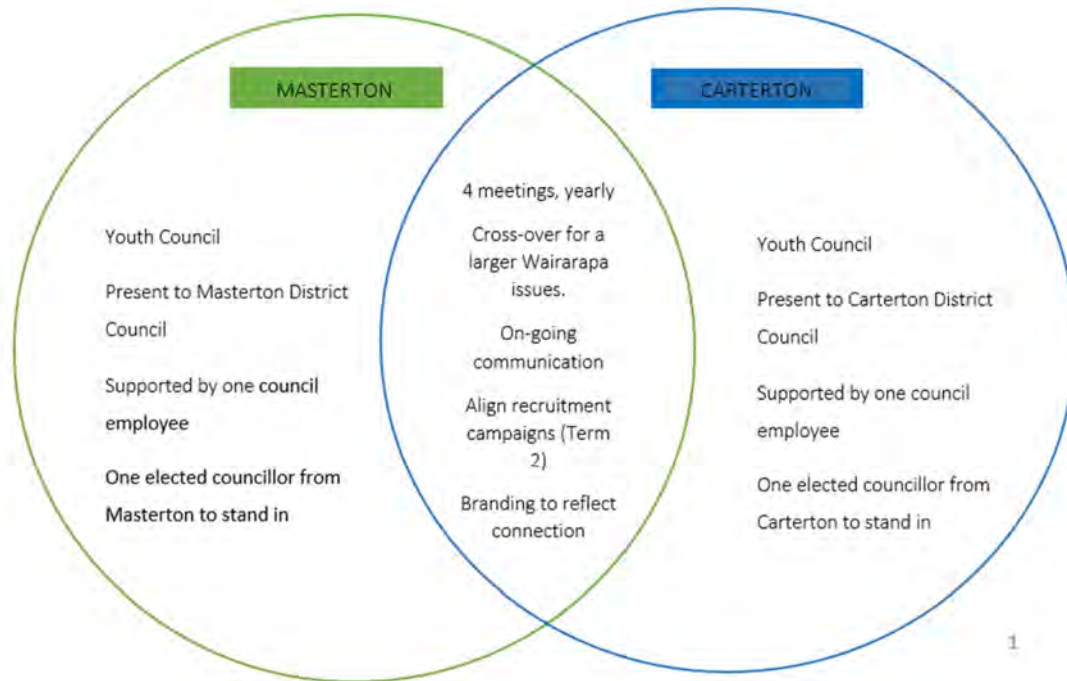
### **Youth Council**

The Youth Council continues to meet fortnightly. Under Alert Level 3&4 meetings are held remotely via Microsoft Teams.

Since the reestablishment of the Youth Council the Youth Council Coordinator has been working with Youth Council members and Carterton District Council staff on the best way to structure the

Youth Council to ensure best outcomes for Rangatahi. The current structure has tended to be dominated by Masterton as the larger area and it can be difficult for Youth Council members to travel between districts. As a result of this it has been decided that there will be two separate youth councils, Masterton Youth Council and Carterton Youth Council, with the opportunity for South Wairarapa Rangatahi to be supported by Carterton.

The two youth councils will then meet as a combined council four times a year to look at larger Wairarapa issues and ensure continued connection.



The change to have 2 separate youth councils seeks to;

- Strengthen Rangatahi voice in the Wairarapa.
- Remove limitations for Rangatahi, to ensure equal access and participation.
- Continue to strengthen and extend engagement between Masterton District Council, Carterton District Council, South Wairarapa District Council and Youth.

### Grants

The Community Wellbeing Grant and Community Events Fund applications closed on 31 July 2021. There were 39 applications received for a Community Wellbeing Grant requesting total funding of \$336,214 and 19 for the Community Events Fund, requesting total funding of \$171,835. The Awards and Grants Committee will have met on 8 September to hear from the organisations and club's presenting their applications. This will be via Zoom due to health and safety concerns at COVID Level 2. The outcomes for these applications will be known after the meeting on 10 September, when the Committee will meet to deliberate. The Community Development Team allocated funding of \$42,000 to 21 organisations for Community Wellbeing Grants under

delegation from the Committee. Community Events Funding of \$15,185 was allocated by the team to 10 organisations/clubs for events, under delegation.

The Masterton District Creative Communities Scheme and Masterton Arts Fund Committee will meet on 9 September to consider nine applications for funding. The outcomes of these applications will be advised in the next report.

## **Library Activity**

On 12 August, the library celebrated the children who completed the My Matariki Reading Challenge, with a disco at the library. This year, our children's librarian, Charlotte Algie launched the new reading programme that was activity rather than reading based. Children could do activities that centered around reading (reading under the stars, build a Lego creation based on a book you read, share a book you read with a friend, etc) The new programme was created to get kids excited about reading again. The new programme saw registrations increase by 30% and completions increased by 60%.

Some of the feedback we received from parents:

"It was awesome! In truth I got a bit teary at how cool it was and how blessed our children are to be able to participate in such a positive, uplifting and well run event to support and encourage interest in reading and the library. Thank you guys - you're are amazing!"

"Just wanted to say Jacob really enjoyed the way the challenge was set up this time. Now he is getting older he wasn't keen on coming into the library to do check-ins so being able to do his entries online was fantastic. He read every day and the reader zone app was so easy to use."

"We have just moved back to Masterton and the library has been a fantastic place for my kids to come and feel welcome. The staff are always very friendly. Thank you.

I thought it was fantastic that the children got to choose their own books, really personalised the whole event."

August also saw us shift back to working from home due to COVID-19. Although not able to provide physical books to customers, our customers issued over 2200 electronic items, an increase of 23% over July. While physically unable to provide programmes, we utilised our social media accounts to provide daily activities to our customers. Our librarians were also able to provide over 20 internet modems to those in our community, so they had access to low-cost internet during the lockdown.

## **Archive Activity**

An interrupted month with lockdown, so visitor numbers to the Archive Reading Room were reduced. However other projects have continued, and outreach remains steady. Archive staff continue to supply research and images to a range of customers, despite the technological

constraints of working-from-home being problematic. Some requests have had to wait until L2 and customers have shown understanding of our current limitations.

In early August, Archive Librarian, Michelle Clausen, attended the Disaster Preparedness and Response for Libraries, Archives and Records Risk Management Training in Dunedin, along with a group of around 20 people from all over GLAM sector. This was facilitated by Triptych Conservation, and training covered a multitude of topics from creating a disaster management plan, equipment required for health and safety, salvage operations, to conducting practical exercises with real documents, photographs, and various other media. The day provided invaluable networking opportunities and Michelle gained much knowledge that will be of use to the Archive and Library, and the Council Records Team if required. This is an area of particular interest to Michelle and her ongoing training will be a real asset to MDC.

Archivist Mark Pacey has had six articles published in the Times-Age, with more waiting to be published as Covid restrictions continue. A further selection of articles was also sent to Lansdowne Village, with whom Mark has been in contact over the lockdown, to give residents something different to read during this period. Mark has also had an article published in Active Aging Magazine, about the first television broadcast in Wairarapa, and is due to be published in the Otaki Historical Journal.

Most notably, Mark's second volume of Wairarapa's pharmaceutical history – Grand Pharmacies II – was released this month and was quickly ordered by both of New Zealand's medical schools and by a leading American medical library.

The search for a suitable interim home for the Archive continues, which will see staff working alongside the collection in the same space again and, hopefully, expanded space to undertake archival practice that has not been possible before.

## **Properties and Facilities Activity**

- Asbestos-containing materials have been identified in soffits at 3 locations (Panama, Bodmin and Laurent Place), and planning is underway for removal, disposal and reinstatement starting with Laurent Place and Bodmin Flat in October. Once this is finished installation of kitchen and bathroom ventilation systems will commence. This programme is part of our work to comply with the current Healthy Homes Standards.
- Heat pump installation in all 78 senior housing units was set to start on the 1st of September. This has been pushed out to the 1st of October due to COVID-19 level restrictions through end August and early September. We hope to have this project completed by the end of the 2021 calendar year.
- One bedsit unit at Laurent Place is under renovation for re-letting.
- A project to upgrade power supply boxes at Mawley Park will commence within the next month with the aim for completion in readiness for the summer tourist season.
- Recruitment is initiating to fill the Facility Maintenance role to enable progression of the 2021-2022 capital works and maintenance programme.
- An engineering assessment of the Queen Elizabeth Park Bowling Pavillion is underway. This work is to develop an approach to seismic strengthening.

- Work is progressing on the development of a Lease Policy. This is a significant piece of work that sets the approach for how Council manages the occupancy and use of public land and facilities.

A property specialist has been engaged to project manage the implementation of this policy across the Reserve Land portfolio to ensure compliance with the relevant Acts that inform management of these properties.

- The vehicle compound at Waiata House is nearing completion. The move to L4 lockdown has delayed works and contractors are being rescheduled.

### **Parks and Open Spaces Activity**

- Winter has seen below average damage within our Parks and Open Spaces; reduced storm damage, and sports turf with good covers as spring approaches.
- Henley Lake overflow carpark has had the all-weather section completed with re-vamped drainage and gravel. When conditions are appropriate the grassed section is programmed for completion by end of October.
- Recreational Services have been back out working in Level 3 with the first priority of completing the winter planting programme. This includes the empty traffic island's at Kuripuni and the new Winter Boarder at Queen Elizabeth Park.
- We had no major issues to report during Level 4.
- Spring turf renovations have been approved and scheduled in.
- Winter street tree pruning programme is 95% completed.

### **Contracts**

All contracts: There have been no changes to contract arrangements during the change to Alert Levels 4 and 3.

### **Recreational Services**

August has been dominated by the interruption of the return to Alert Level 4. During Level 4 Rec Services continued to support the community by servicing public toilets and emptying rubbish bins.

### **Belgravia Leisure**

#### **Trust House Recreation Centre**

The Rec Centre is not permitted to open during Level 4 and 3 and membership billing is paused. A return to Level 2 will be welcome but this also restricts the total number of people entering the facility and naturally some members of the community will be reluctant to return.

#### **Mawley Park**

The Park has remained open to existing guests during Level 3 and 4 and the contractor has been focused on ensuring staff and guests are kept safe.

As predicted, the contractor exceeded the revenue target for FY20/21. Despite moving into winter the contractor still managed a \$4.5K increase in July 2021 compared to the same month last year. It should be noted July 2020 was an exceptional month last year as the country moved out of lockdown and were allowed to travel domestically. However, the alert level change in August this year has resulted in around \$15,000 loss of revenue from cancelled bookings.








## Local Government Official Information and Meetings Act Requests

During the months of July and August, Council received 17 Local Government Official Information Act (LGOIMA) requests, 13 of these requests have been closed with the remaining four still within the 20-working day period. The average response time for the month of July is 11.8 working days and August is 10.3 working days (to date).

Requests and responses are in the process of being made available on the Council website. In some cases, information has been staggered and sent at different stages.

<https://mstn.govt.nz/council-2/official-information-act-requests/>

Period					
	No.	Responded	Ave time Working days	> 20 days	No. outstanding
July 2021	7	100%	11.8	0	0
August 2021	10	60%	10.3	0	4 *

\* still within the 20-working day timeframe

## Customer Services Activity

Customer Service Activity service request reports from 22 July 2021 to 3 September 2021.

The compliments and complaints described briefly below were received over this period. There were 3 complaints and 8 compliments:

- ### Planning and Building

Thank you for meeting with me on planning work to be undertaken to the old historic homestead in Upper Plain Road. I have undertaken a lot of this type of work (on heritage and character buildings) around the country, and consequently deal with many BCAs during the course of these contracts. I wanted to let you know that it was refreshing and great to deal with Planning and Building Officials who were both extremely knowledgeable and helpful regarding the status of the property, and the work we are planning to do. The information you both provided to us was comprehensive and constructive, and your positive attitudes were extremely refreshing and very much appreciated.

- ### Animal Services

A lady called regarding her experience with being a responsible dog owner. She advised "she had the animal control man come round today and he was lovely. It's good to feel recognised as a responsible dog owner, to be recognised we're doing the right thing from the council is an amazing feeling".

- **Planning and Building**

Wanted to thank Planning and Building for taking the time to talk with me yesterday. You made the situation easy for me, and I truly thank you for that. Honestly, I could not have hoped for kinder honest people.

- **Customer Services**

I always find the team at the Council to be extremely helpful and it would be lovely if all customer service had the same approach.

We received 3 complaints

- Inappropriate exchange with a Manager at Trust House Recreation Centre
- Building consent processing timeframes and response
- WTA letter to editor by elected member

Council received 679 service requests between 22 July 2021 to 3 September 2021; 187 of these remain open. One of the service requests came via an elected member and the remainder came from the public.

## **Financial Report**

The preparation of the Annual Report remains a work in progress. The task of pulling together the range of reporting that is required for local government is not a small task and the disruptions of the Covid-delta lockdown have put some of the work behind schedule. Our aim is to complete a draft of the report by the week ending 24 September, with Audit NZ on site from 4 October.

Overall, the financial statements will show a large operating surplus of approximately \$3.0 million versus a budget of \$0.8 million. The main reasons for that surplus have been reported through the year as:

- higher revenue from financial contributions at \$2.5m is double the level planned
- building services revenue is \$0.44m more than planned (41%)

These reflect the strong activity in the building and development parts of the local economy. Some of this extra revenue is partly offset by the costs of processing building and subdivision consents being higher than planned to meet that increased demand. Financial contributions are transferred into reserve funds and are not available to offset operating expenditure, but they increase the accounting surplus.

The Rates Requirement Statement shows a small surplus of 1.2% or \$392,000. A surplus of this level was anticipated when preparing the budgets for 2021/22, so the funds will be carried forward and applied as budgeted in 2021/22. There are many unders and overs across all areas of Council activity. The statement below provides a high-level view of where Council's operating costs (net of external revenue) have ended up compared to what was planned. Full detail at the Cost of Service Statement level will be available in the Annual Report. A draft version of the report that is provided to Audit NZ will be circulated to elected members. Any external revenue that has yet to be applied to the purpose to which it has been given (e.g., 3 waters stimulus funding) has been excluded from this statement and will be applied as income in 2021/22.

Notes to the Accounts

Note 1

RATES REQUIREMENT SUMMARY				
2019/20 Actual	(Year end draft)	2020/21 Actual	2020/21 Budget	Variance
<b>Groups &amp; Activities</b>				
\$	<b>Roading</b>	\$	\$	\$
4,693,923	Subsidised Roothing	5,330,743	4,875,610	(455,133)
1,389,512	Non-subsidised Roothing	1,390,263	1,607,642	217,379
				-3.7%
<b>Water Services</b>				
3,139,603	Urban Water Supply	3,471,874	3,387,678	(84,196)
109,553	Rural Water Supplies & Races	96,076	103,545	7,469
				7.2%
<b>Wastewater Services</b>				
6,773,336	Wastewater Services - Urban	6,479,814	6,533,166	53,352
364,752	Wastewater Services - Rural*	385,912	335,295	(50,617)
				-15.1%
<b>Stormwater Services</b>				
501,688	Urban Stormwater System	572,039	561,016	(11,023)
				-2.0%
<b>Solid Waste Services</b>				
873,874	Solid Waste Services	804,555	926,555	122,000
250,533	Waste Minimisation Services	351,024	245,422	(105,602)
				-43.0%
<b>Community Facilities/Activities</b>				
3,062,999	Parks, Reserves & Sportsfields	2,887,013	3,075,430	188,418
1,027,672	Trust House Recreation Centre	1,184,311	1,168,128	(16,183)
74,267	Cemeteries	121,181	138,961	17,780
2,112,591	Library & Archive	2,141,669	2,251,287	109,618
1,508,683	Property	1,366,270	1,462,692	96,422
334,883	Airport	423,957	326,409	(97,548)
108,545	Mawley Park	163,195	167,710	4,515
				2.7%
<b>Community Wellbeing</b>				
1,037,481	Community Development	916,671	907,723	(8,948)
511,131	Arts and Culture	540,258	523,398	(16,860)
1,030,160	Economic Development	981,814	1,016,481	34,666
169,187	Environmental Initiatives	247,468	247,723	256
				0.1%
<b>Regulatory Services</b>				
889,723	Resource Management & Planning	842,943	885,274	42,331
433,741	Environmental Services	430,661	516,493	85,832
450,574	Building Development	323,818	641,044	317,227
(7,630)	Parking Services	23,494	5,771	(17,723)
85,337	Animal Services	87,946	86,864	(1,081)
220,580	Emergency Management	220,919	246,931	26,012
				10.5%
<b>Governance</b>				
742,459	Representation	793,918	793,599	(319)
0				0.0%
<b>Internal Functions</b>				
		138,687	\$0	(138,687)
<b>31,889,155</b>	<b>Total Rates Requirement</b>	<b>32,718,489</b>	<b>33,037,845</b>	<b>319,356</b>
				1.0%
<b>Rates Revenue</b>				
31,825,032	Masterton District rates levied	33,045,169	33,012,538	32,631
91,227	Rural Sewerage capital contributions*	102,887	60,307	42,580
540,013	Rates penalties	149,294	145,000	4,294
(537,804)	Rates remissions	(186,529)	(180,000)	(6,529)
<b>31,918,468</b>	<b>Rates Revenue (incl Council properties)</b>	<b>33,110,822</b>	<b>33,037,845</b>	<b>72,976</b>
				0.2%
<b>29,313</b>	<b>Net Rates Surplus/(Deficit)</b>	<b>392,333</b>	<b>0</b>	<b>392,332</b>
				1.2%

\*Rural wastewater net cost is offset by capital contributions



## Council Project Delivery Programme

Summary of current status of all projects within Project Delivery Work Programme.

As at: **Friday, 10 September 2021**

					At a Glance			Status					Current Status & Next Milestone
Ref	Profile	Stage	Project Name	Completion Date	RAG	Risk Trending	Executive Summary	Scope	Programme	Financial	Resource	Stakeholder & Comms	Commentary
P 001	High	Initiation	<b>Civic Centre</b>	2026 works need to be completed on the existing building to remedy earthquake damage	<b>G</b>		To deliver a Civic facility that: Meets the needs of the Masterton community, and contributes to the wellbeing and liveability of the Wairarapa; embraces our Māori culture and multi-cultural community; utilises Green Building design for efficiency and environmental benefit; is financially sustainable and affordable for the community to use; is multipurpose and will be suitable and well utilised for future generations; is well located to encourage activity, provides easy access, and complements the surrounding community facilities	<b>G</b>	<b>G</b>	<b>G</b>	<b>G</b>	<b>G</b>	<ul style="list-style-type: none"> <li>At a Council meeting on 4 August, papers were approved for establishing a Committee for project governance and agreement to the procurement strategy.</li> <li>Progressing the land acquisition of the preferred site</li> <li>Planning is underway on mobilising the necessary project resources (internal and external) to deliver the Civic Facility</li> <li>A tender has been released on GETS for Quantity Surveying services which closes on the 20th of September</li> <li>September will see further procurement activities ramp up to ensure that the project is able to progress at pace, including the release of the Architect tender</li> </ul>
P 002	High	Implementation	<b>Masterton Revamp</b>	2031 - 10 year programme	<b>G</b>		The objectives of the Masterton revamp are: <ul style="list-style-type: none"> <li>Increased connection with the Waipoua River – Masterton is the only Wairarapa town set on a river and showcase the three river crossings</li> <li>Joining things up – creating linkages throughout the town between key features.</li> <li>Focusing investment – helping to create a “heart” for the Town Centre and avoiding it spreading out.</li> <li>Greening things up – bringing in more natural landscapes and plantings and include more green along Town entrance routes</li> <li>Define the Town thresholds and emphasise them</li> <li>Be mindful of creating a safer environment for pedestrians and cyclist</li> <li>Reflect Masterton’s identity and enhance buildings of cultural or municipal importance</li> </ul>	<b>G</b>	<b>G</b>	<b>G</b>	<b>G</b>	<b>G</b>	<ul style="list-style-type: none"> <li>There has been relatively little work on the project this month. Key points of note are the delivery of the 50% detailed design package from Boffa, and progress on the physical works at the Kuripuni roundabout.</li> <li>The detailed design package will now be going through an internal review process. The review will include civil construction as well as feedback following engagement with business owners in the Perry to Park Street blocks, and input from CCS Disability Action Group.</li> <li>All of the planned physical works for Kuripuni has been completed</li> </ul>
P 003	High	Implementation	<b>Animal Shelter</b>	Q2 2022	<b>A</b>		The Masterton District Council Animal Shelter does not currently fully meet the legislative requirements and it is essential that the facilities are upgraded. Improvement is necessary for the welfare of staff, the animals under their care and visiting public retrieving their animals.	<b>A</b>	<b>A</b>	<b>A</b>	<b>G</b>	<b>A</b>	<ul style="list-style-type: none"> <li>The temporary Animal Shelter is undergoing further remediation works to enable it to be fit for purpose (largely around soundproofing)</li> <li>Arrangements for the demolition of the Ngaumutawa Road site have been reopened, with this expected to commence in September.</li> </ul>
P 004	High	Implementation	<b>Skatepark Revamp</b>	Q4 2021	<b>G</b>		The skatepark needs refurbishment and the community has led the development of this project and how the skatepark could be improved. The revamped park will provide new experiences for our local families, a safe, welcoming environment for our rangitahi, an option for those not into team sports, minimise damage to public and private property (by providing a challenging environment for those wanting one), as well as becoming a regional attraction for visitors, with spin off benefits as visitors spend money within the community.	<b>A</b>	<b>A</b>	<b>A</b>	<b>G</b>	<b>G</b>	<ul style="list-style-type: none"> <li>Work on Phase 1 of the skatepark Construction was proceeding on schedule, however, the national Covid-19 Level 4 lockdown has interrupted this, with work unable to continue for the remainder of August and early September.</li> <li>The full crew has now returned to the site and are operating under Covid protocols. The programme is effectively 2.5 – 3 weeks behind, but Hunter Civil do not anticipate any unexpected delays in labour or materials. They have lodged a delay cost claim that will be processed based on MBIE contract guidelines.</li> <li>Notice has been given that the delays mean resourcing for getting pump features onto the outer ring at the northern end of the park will be tight. We are working through with them what options in this area are possible.</li> </ul>
P 011	High	Implementation	<b>Hood Aerodrome</b>	2025	<b>G</b>		To meet current demand and enable further economic and business investment critical infrastructure improvements are required. The Hood Aerodrome is a 5 year multi-stage project which includes security upgrades, infrastructure upgrades to allow for expansion and to support current hangers, widening and eventually lengthening the runway.	<b>G</b>	<b>G</b>	<b>G</b>	<b>G</b>	<b>G</b>	<ul style="list-style-type: none"> <li>Since the adoption of the Masterplan, the close out of stakeholder engagement has been underway, however, this has been hampered by the Covid-19 Level 4 lockdown.</li> <li>Negotiations are underway around land acquisitions for the land required for the aerodrome development and negotiations are being managed by The Property Group.</li> <li>A procurement document for the resealing of Moncrieff Drive will be released mid-September.</li> <li>Another procurement process has been initiated for the design services for runway widening and lengthening, and the diversion of Manaia Road.</li> </ul>

					At a Glance			Status					Current Status & Next Milestone
Ref	Profile	Stage	Project Name	Completion Date	RAG	Risk Trending	Executive Summary	Scope	Programme	Financial	Resource	Stakeholder & Comms	Commentary
P 018	Med	Initiation	<b>Dump Station</b>	Feb-21	G	↔	There is currently only one dump station in Masterton and this is located at Mawley Park. The Mawley Park dump station does not operate 24/7 and has constraints for access and turning for larger motorhomes. Henley Lake is an unofficial freedom camping site and currently people are illegally dumping behind the toilet block which is a H&S hazard and problematic for the Council. The new dump station would operate 24/7 and would provide for more motorhomes to travel to the region.	G	G	A	G	G	<ul style="list-style-type: none"> <li>• Conversations have been progressing well with Solway Showgrounds re the ability to have their dump station opened up for 24 hour access. An MOU is being drafted currently and will be bought to Council in the coming month.</li> </ul>
P 020	High	Implementation	<b>Waipoua Bridge</b>	Q4 2021	G	↔	To deliver a pedestrian, cyclist and wheeled user (pushchairs, wheelchairs, etc.) bridge over the Waipoua River, in close proximity to the Town Centre and Queen Elizabeth Park. The bridge will enable users to complete a short loop circuit utilising our existing recreation trails bridge and provide additional access and connection to Colombo Road and Henley Lake.	G	G	A	G	G	<ul style="list-style-type: none"> <li>• Final design drawings have been received from the design build contractor and the consent has been lodged with GWRC.</li> <li>• The planned construction window has been pushed back due to the Covid-19 Level 4 lockdown. Likely timing for construction start is now January 2022, with completion expected to be late February to early March 2022.</li> <li>• Artists have begun to develop designs for the 50 totara balustrades and there has been a high level of interest from local artists to be involved in the work.</li> </ul>
<b>Open but non-active projects</b>													
P 019	Med	Pre-initiation	<b>Queen Elizabeth Park Lake</b>	2023	n/a	↔	The current consent is due to expire in 2023. We will need to explore alternative water sources and the option for lining the lake as part of this project	n/a	n/a	n/a	n/a	n/a	No new update.
P 017	High	Initiation	<b>Henley Lake Water Consent</b>	2020	n/a	↔	The previous resource consent for Henley Lake water take has allowed water to be take below the 'minimum flow'. The lake is dependent on the water taken from the Ruamahanga river however changes to national and regional policy statements mean that the likelihood of future consent that would allow water to be taken at low flow is unlikely.	n/a	n/a	n/a	n/a	n/a	No new update.
P 010	High	Pre-initiation	<b>5 Towns Trail</b>	TBC	n/a	↔	A trail linking the five Wairarapa towns, Featherston, Martinborough, Greytown, Carterton and Masterton. The Trail will be a significant new experience readily accessible from Wellington City and offering a great experience of the Wairarapa. Bridge infrastructure is key to crossing various rivers and some other trail work and road alignment will be required.	n/a	n/a	n/a	n/a	n/a	No new update.