

# MASTERTON DISTRICT COUNCIL

## COUNCIL AGENDA

## MEETING

**WEDNESDAY 27 OCTOBER 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 27 October 2021 at Waiata House, 27 Lincoln Rd, Masterton.

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

20 October 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.

# 1

## **AGENDA**

1. Karakia
2. Conflicts of Interest (Members to declare conflicts, if any)
3. Apologies
4. Public Forum
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 15 September 2021
  - Minutes of the Extraordinary Council meeting held with the public excluded on 29 September 2021
  - Land Acquisition
7. **Confirmation of Minutes of the Council meeting held on 15 September 2021 (174/21)** Pages 101-116
8. **Confirmation of Minutes of the Extraordinary Council meeting held on 29 September 2021 (187/21)** Pages 101-107
9. **Confirmation of Minutes of the Council meeting (Representation Review Hearing) held on 13 October 2021 (203/21)** Pages 101-102
10. **Report of the Extraordinary Awards and Grants Committee meeting held 21 September 2021 (185/21)** Page 201
11. **Report of the Infrastructure and Services Committee meeting held 6 October 2021 (193/21)** Pages 301-303

## **FOR DECISION**

12. **FIVE TOWNS TRAILS MASTERPLAN (202/21)** Pages 121-251
13. **ADOPTION OF THE 2020/2021 ANNUAL REPORT (197/21)** Pages 252-254
14. **WAIRARAPA YOUTH/RANGATAHI STRATEGY: APPROVAL OF PROPOSED REVIEW APPROACH (196/21)** Pages 255-259
15. **REMOVING PARKING PROVISIONS FROM THE WAIRARAPA COMBINED DISTRICT PLAN (194/21)** Pages 260-292

# 2

- 16. COUNCIL AND COMMITTEE MEETING SCHEDULE FOR 2022** (192/21)  
Pages 293-296
- 17. RESOURCE MANAGEMENT ACT DELEGATION TO STAFF – ROLE TITLE CHANGE**  
(198/21) Pages 297-307
- 18. SECTION 10A DOG CONTROL POLICY AND PRACTICES REPORT 2020/2021** (200/21)  
Pages 308-314
- 19. RESPONSE TO MASTERTON ACTION GROUP PETITION** (204/21)  
Pages 315-321

## **FOR INFORMATION**

- 20. MASTERTON DISTRICT LICENSING COMMITTEE 2020-2021 ANNUAL REPORT**  
(201/21) Pages 322-326
- 21. CHIEF EXECUTIVE’S REPORT** (205/21) Pages 327-334
- 22. MAYOR’S REPORT** (206/21) Pages 335-337

# 3

## **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED COUNCIL MEETING –WEDNESDAY 27 OCTOBER 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

**23.** Minutes of the Council meeting held with the public excluded on 15 September 2021

**24.** Minutes of the Extraordinary council meeting held with the public excluded on 29 September 2021

### General Business

#### **25.** 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 15 September 2021	Refer to pages 115-116	Refer to pages 115-116
Confirmation of report of the Extraordinary Council meeting held with the public excluded 29 September 2021	Refer to pages 105-106	Refer to pages 105-106
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 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.

**MINUTES OF THE MEETING OF THE MASTERTON DISTRICT COUNCIL HELD AT  
WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON, ON WEDNESDAY 15  
SEPTEMBER 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, Manager Community Facilities and Activities, Manager Communications and Engagement, Manager People and Culture, Policy Manager, Senior Policy Advisor, Environmental Health Officer, and Governance Advisor.

**KARAKIA**

Her Worship led the karakia.

Her Worship thanked staff for the work done under Level 3 and 4 lockdown and also thanked the community.

**CONFLICTS OF INTEREST**

No conflicts were declared

**APOLOGIES**

There were no apologies

**PUBLIC FORUM** (by Zoom)

- Steve Thawley and Karyn Burgess (Project Awatotara Working Group) presented and thanked Council for its support in relation to the community restoration of the waterway at the end of Oxford St.
- Masterton Action Group (Hewitt Harrison, Co-Chair), presented a petition containing 1,832 signatures, requesting Council delay any action on the Civic Centre proposal in the 2021/31 Long Term Plan until the Masterton Community had been provided with: the details of the proposed site and its suitability; detailed concept design plans of the proposed Civic Centre as contained in the LTP; detailed costings of the entire project including any land purchase costs; and the Council has subsequently conducted an open consultation with the Masterton Community on the proposal including a survey or referendum of the community determining whether they support or reject the proposal and asking that the Council respect and act on the outcome of the survey/referendum.

# 102

## **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**

- 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

Moved by Councillor Nixon

**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 Holmes and CARRIED

## **CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD ON 4 AUGUST 2021 (142/21)**

Moved by Councillor Gare

**That the minutes of the meeting of the Masterton District Council held on 4 August 2021 be confirmed.**

Seconded by Councillor Mailman and CARRIED

Councillor Johnson requested it be recorded in relation to the Civic Facility Project Committee, that she had asked not to be appointed to the Committee since she had voted against the project.

*[Note to minutes: amendment made]*

## **CONFIRMATION OF MINUTES OF THE EMERGENCY COUNCIL MEETING HELD ON 24 AUGUST 2021 (160/21)**

Moved by Councillor Gare

**That the minutes of the emergency meeting of the Masterton District Council held on 24 August 2021 be confirmed**

Seconded by Councillor Peterson and CARRIED

## **CONFIRMATION OF MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 30 AUGUST 2021 (164/21)**

Moved by Councillor Nixon

**That the minutes of the extraordinary meeting of the Masterton District Council held on 30 August 2021 be confirmed**

Seconded by Councillor Peterson and CARRIED

## **REPORT OF THE AUDIT AND RISK COMMITTEE MEETING HELD 18 AUGUST 2021 (153/21)**

The report of the Audit and Risk Committee meeting held on 18 August was taken as read. The following items had been considered

# 103

- Service Provision Report Aratoi and Nuku Ora (143/21)
- Service Provision Report: Destination Wairarapa (144/21)
- Non-Financial Performance 2020/21 Year End Report (145/21)
- Health And Safety Quarterly Report (147/21)
- Treasury Management Report (148/21)
- Rates Receivable Report (149/21)
- Capital Expenditure Report (Draft) (150/21)
- External Project Funding (151/21)
- Insurance Update (152/21)

Moved by Mayor L Patterson

**That the report of the meeting of the Audit and Risk Committee held on 18 August 2021 including the following resolutions be confirmed:**

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

***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.***

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

***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.***

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

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

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

***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).***

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

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

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

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

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

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



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

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

**INSURANCE UPDATE (152/21)**

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

Seconded by Councillor McClymont and CARRIED

**REPORT OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD 25 AUGUST 2021 (162/21)**

The report of the Infrastructure and Services Committee meeting held on 25 August was taken as read. The following items had been considered

- Strategic Planning Infrastructure and Services Update
- Community Facilities & Activities Infrastructure and Services Update
- Infrastructure Update

Moved by Councillor Johnson

**That the Report of the Infrastructure and Services Committee meeting held on 25 August (162/21) including the following resolutions be confirmed:**

**STRATEGIC PLANNING INFRASTRUCTURE AND SERVICES UPDATE**

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

**COMMUNITY FACILITIES AND ACTIVITIES INFRASTRUCTURE UPDATE**

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

**INFRASTRUCTURE UPDATE**

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

Seconded by Councillor Holmes and CARRIED

**REPORT OF THE AWARDS AND GRANTS COMMITTEE MEETING HELD 8 SEPTEMBER 2021 (169/21)**

The report of the Awards and Grants Committee meeting held on 8 and 10 September was taken as read. The following items had been considered

- Community Wellbeing Grant and Community Events Fund Applications for 2021/22

The Chair noted that due to the COVID-19 alert level restrictions, applicants had presented to the Committee by zoom and that had worked well.

A debrief would be held to discuss the process and the delegations to staff.

# 105

Moved by Councillor G Caffell

**That the Report of the Awards and Grants Committee meeting held on 8 and 10 September (169/21) including the following resolutions be confirmed**

## **COMMUNITY WELLBEING GRANT AND COMMUNITY EVENTS FUND APPLICATIONS FOR 2021/22**

**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 Report 168/21)

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

<b>File ID</b>	<b>Organisation</b>	<b>Project Description</b>	<b>Allocation</b>
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>

# 106

File ID	Organisation	Project Description	Allocation
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>
125960	<b>Masterton Foodbank</b>	To provide food parcels for those in need in Masterton	<b>\$0</b>
126391	<b>Masterton Young Citizens Club Inc</b>	Seeking funding for the operating expenses of rates, electricity, insurance and administration.	<b>\$5,000</b>
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.	<b>\$3,500</b>
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.	<b>\$12,000</b>
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.	<b>\$15,000</b>
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.	<b>\$5,000</b>

# 107

File ID	Organisation	Project Description	Allocation
126352	<b>Wairarapa Community Networks</b>	Seeking funding for meeting mileage and training, liability insurance, personnel costs, printing and stationery.	<b>\$0</b>
126378	<b>Wairarapa Multi-Sport Stadium Trust</b>	Seeking funding towards the replacement of 25 lamps on the spotlight pylons at the turf.	<b>\$0</b>
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.	<b>\$10,000</b>
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	Project Description	Staff Allocated Grant
126454	<b>Alzheimer's Wairarapa Inc</b>	Seeking funding to assist with operating expenses and costs for the new Out and About Group.	<b>\$1,000</b>
126407	<b>Divine River NZ Trust</b>	Seeking funding towards the costs for two SEWstainsable workshops; King Street Artworks and Wairarapa Women's Centre / Connecting Communities Wairarapa and for a Project Coordinator to now work with the Masterton organisations interested in supporting the reduction of menstrual waste, period poverty and social stigma linked to menstruation.	<b>\$1,500</b>
126390	<b>Hospice Wairarapa Community Trust</b>	Seeking funding to assist with advertising costs to carry out a customer feedback survey on experiences of palliative care provision.	<b>\$1,000</b>

# 108

File ID	Organisation	Project Description	Staff Allocated Grant
126244	<b>House of Science Wairarapa Charitable Trust</b>	Seeking funding to purchase the bilingual climate change and marine science kits and replenishment materials for one year; The Big Blue Future and Climate Change. The kits will provide 30 students, aged 5-11 years, in 15 schools in the Masterton district with a greater understanding of the environmental wellbeing of our community.	<b>\$2,500</b>
126312	<b>Kidz Need Dadz</b>	Seeking funding for three projects: (A) Wairarapa Meetings - seeking \$626.28 for venue hire and monthly meetings in Masterton from 1 August 2021 - 31 July 2022; (B) Dadzkare - seeking \$720.00 being 10% of rent for 208 Wairarapa clients; and (C) Parenting "Info for New Dads" - seeking \$2,028.00 being 10% contribution towards office hire.	<b>\$2,000</b>
126379	<b>Manuka Reserve Community</b>	Seeking funding of \$3,000 to purchase plants, seating, electric chainsaw and weed spray for maintenance of Manuka Reserve.	<b>\$3,000</b>
126310	<b>Masterton Community Toy Library</b>	Seeking funding of \$3,000 towards rent of the new toy library premises at 365 Queen Street.	<b>\$1,800</b>
126397	<b>Mataikona Community Group</b>	Seeking funding towards the purchase of plants, bench seats and Pohutukawa trees to enhance the beach front area near the Mataikona river mouth.	<b>\$2,500</b>
126361	<b>Mauriceville Kopuaranga Fair Association</b>	Seeking funding to assist with the purchase of two-way radios to meet health and safety of the committee on the annual fair days. There is no cell phone coverage.	<b>\$750</b>
126382	<b>Oasis Charitable Trust</b>	Seeking funding to bring the Revolution Tour School Programme to schools in the Wairarapa.	<b>\$0</b>
126359	<b>Order of St John</b>	Seeking funding towards the operation costs of running four health shuttles in the Wairarapa and to Wellington, of which Masterton residents have received 406 trips over the year.	<b>\$2,500</b>

# 109

File ID	Organisation	Project Description	Staff Allocated Grant
126389	<b>Oxford Street Community Garden</b>	Seeking funding to replace outdoor furniture and purchase gardening equipment and materials to increase crop rows and make compost.	<b>\$1,550</b>
126307	<b>People First NZ Incorporated</b>	Seeking funding for operating expenses of the Masterton People First Group	<b>\$2,500</b>
126383	<b>Seasons For Growth</b>	Seeking funding towards the administration expenses of our Seasons for Growth programme.	<b>\$0</b>
126011	<b>StarJam Charitable Trust</b>	Seeking funding toward expenses to hold two workshops in Masterton for a one year period for 24 participants aged 6 - 25 years of age.	<b>\$2,000</b>
126396	<b>Te Kura O Papatūānuku Wairarapa Earth School Charitable Trust</b>	Seeking funding towards the Fruit Trees in Schools programme to gift trees, plants and lessons to seven schools in the Masterton district.	<b>\$2,600</b>
126380	<b>Victim Support Wairarapa</b>	Seeking funding to assist towards the costs of the Volunteer Support Worker Programme in the Wairarapa to enable volunteer recruitment, expenses and training and towards the personnel costs of the Service Coordinator.	<b>\$2,000</b>
126395	<b>Volunteering Wairarapa</b>	Seeking funding for operational expenses.	<b>\$5,000</b>
125654	<b>Wairarapa Citizens Advice Bureau Inc</b>	Seeking funding to assist with financial, advertising and electricity expenses.	<b>\$2,500</b>
125723	<b>Wairarapa Search and Rescue</b>	Seeking funding to assist with operating expenses to ensure our group of volunteers can continue to provide an excellent degree of support for members of our community when our service is required.	<b>\$3,500</b>
126364	<b>Wairarapa Women's Centre</b>	Seeking funding towards operational expenses, training and the recruitment and training of volunteers	<b>\$1,800</b>
<b>TOTAL</b>			<b>\$42,000</b>

# 110

## 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	Event	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
126311	Kidz Need Dadz Charitable Trust	Wai Dadz Father's Day Bowling and Men's Health Check	\$1,000

File ID	Organisation	Event	Staff Allocated Grant
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 Holmes and CARRIED

**PROHIBITION OF CONSUMPTION OR POSSESSION OF ALCOHOL - CASTLEPOINT AND RIVERSDALE BEACHES – LABOUR WEEKEND 2021 AND NEW YEAR CELEBRATIONS 2022** (165/21)

The report recommending Council 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 was taken as read.

Whether the prohibitions were still needed since they had been in place for a number of years was raised. In response it was noted that the communities had supported their remaining in place when last surveyed.

Moved by Councillor Ryan

**That Council:**

- 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**



# 112

and Riversdale during Labour Weekend 2021 on Friday, Saturday and Sunday nights from 7pm to 7am the next day.

- 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.**
- 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.**

Seconded by Councillor Gare and CARRIED

## **PROPOSED AMENDMENTS TO THE WELLINGTON REGIONAL LEADERSHIP COMMITTEE AGREEMENT AND TERMS OF REFERENCE (166/21)**

The report seeking Council's approval of the amendments to the Wellington Regional Leadership Committee's (WRLC) Joint Committee Agreement and Terms of Reference (the Agreement) was taken as read.

It was noted that councillors should make themselves familiar with the Committee's agendas and minutes which were available on the Greater Wellington Regional Council website.

Moved by Councillor Gare

### **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)**

Seconded by Councillor Ryan and CARRIED

## **ECONOMIC DEVELOPMENT ARRANGEMENTS (170/21)**

The report seeking 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 was presented by the Policy Manager.

# 113

In relation to reporting arrangements for Destination Wairarapa a request was made for there to be one reporting framework to the councils and WellingtonNZ so the organisation wasn't having to report separately to multiple organisations.

Moved by Councillor Johnson

**That the Council:**

- a. **Notes that a review of the current economic development arrangements in the Wairarapa, commissioned by the three Wairarapa District Councils, is complete;**
- b. **Agrees 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;**
- c. **Notes 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;**
- d. **Notes 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**
- e. **Notes 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.**

Seconded by Councillor Nixon and CARRIED

**HIGH COURT APPLICATION AND LTP AMENDMENT FOR PANAMA VILLAGE** (171/21)

The report outlining 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 seeking Council's direction to undertake the next step, an amendment to the LTP was presented by the Policy Manager, who noted that the next step would be a further report to the Council in October.

Moved by Councillor Holmes

**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.**

Seconded by Councillor Ryan and CARRIED

## **CHIEF EXECUTIVE'S REPORT** (173/21)

The report providing Council with an update (as at 31 August 2021) on Council operations and projects was presented by the Acting Chief Executive.

In relation to the Masterton Revamp and the availability of Waka Kotahi funding for the maintenance and renewals components of the project it was advised that if Council wanted to bring the project forward from year 4 of the LTP that would need to be done through the Annual Plan process.

In response to a question about how much had been spent on the Civic Centre project to date, staff advised that they would report back.

Moved by Mayor L Patterson

### **That Council**

- i. **Notes the information contained in the Chief Executive's report 173/21.**
- ii. **Approves the deferral of the Revenue and Financing Policy review, and associated rating review, to the 2022 term of Council.**

Seconded by Councillor Nixon and CARRIED

## **MAYOR'S REPORT**

The Mayor provided a verbal update including

- The National Land Transport Plan had been approved
- The Regional Transport Committee had met on 14 September.
- Have had a lot of emails about the three waters reform programme and asking what Council is going to do about it - this is not the time to decide that – this is the time to look at the data, ask the questions and look for a way forward. The reform pathway and consultation pathway is what Cabinet will decide, Council will wait to see what that is before we decide.

# 115

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

MOVED BY: Councillor Holmes

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 page 110	Refer to page 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 page 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 Schedule to this Act, under

Seconded by Councillor Mailman and CARRIED

**The meeting moved into public excluded at 4.33 pm**

**The meeting moved out of public excluded at 5.19pm**

**The meeting closed 5.19 pm**

**MINUTES OF THE EXTRAORDINARY MEETING OF THE MASTERTON DISTRICT  
COUNCIL HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, ON WEDNESDAY 29  
SEPTEMBER 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 Tiraumaera Te Tau and Ra Smith.

**IN ATTENDANCE**

Acting Chief Executive, Manager Strategic Planning, Manager Finance, Communications and Engagement Manager, Properties and Facilities Manager, Senior Advisor Wastewater Strategy and Compliance 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**

- Acting Chief Executive Remuneration

Moved by Councillor Nixon

**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 Johnson and CARRIED

## **CIVIC CENTRE PROJECT COMMITTEE MEMBERSHIP** (183/21)

The report seeking Council agreement to the appointment of a new chairperson for the Civic Facility Project Committee and to appoint a replacement elected member was taken as read.

Her Worship acknowledged the work the Deputy Mayor had done in his time on the Civic Facility Steering Group.

The Mayor sought the agreement of members to further amend the Terms of Reference for the Committee to first, provide for an additional external member (taking the number of external members to two) in order to allow for the skills the group would need and second, to provide that the Committee could recommend the appointment of those members, once they had been selected, to Council.

Moved by Councillor S Ryan

### **That Council:**

- a. **Receives Report 183/21;**
- b. **Appoints Councillor Tina Nixon as the chairperson of the Civic Facility Project Committee in the place of the Deputy Mayor;**
- c. **Appoints Councillor Frazer Mailman to the Civic Facility Project Committee;**
- d. **Approves the amended Civic Facility Project Committee Terms of Reference, included in Attachment 1 to Report 183/21, updated to reflect the change in Committee membership (including increasing the external members to two) and adding that the Committee could recommend to Council the appointment of the two external members.**

Seconded by Councillor McClymont and CARRIED

*[Note to minutes: the amended Terms of Reference are attached as Minutes Attachment 1]*

## **THREE WATERS REFORM UPDATE** (181/21)

The report providing an update on the Government's Three Waters Reform programme and outlining Council's feedback to be provided to Government on that programme was presented by the Acting Chief Executive. Council's concerns would be put into a letter to the Minister.

Members discussed the feedback to be provided and requested the following be added:

- Seek clarity on how the Wairarapa Water Resilience Strategy (which Council supports) fits with the Three Waters Reform. Councillors don't want Masterton District Council to lose sight of importance of the Water Resilience Strategy which includes water storage. Council needs to know how Government feels about that in terms of the region and the region's plan. It fits clearly in the basket of the three waters.
- Why the work programme that was underway in the early 2000s, which included training and upskilling people and a capital assistance programme, and was put on

# 103

hold, hasn't been picked up again. Why we are now looking at four large entities when there was a good work programme already in place.

Moved by Councillor D Holmes

## **That Council:**

- 1) notes the Government's 30 June and 15 July 2021 Three Waters Reform announcements**
- 2) notes officer's advice on the accuracy of the information provided to Council in June and July 2021 following the Request for Information (RFI) and Water Industry Commission for Scotland (WICS) modelling processes**
- 3) notes that a decision to support the Government's preferred three waters service delivery option is not lawful (would be ultra vires) at present due to section 130 of the Local Government Act 2002 (LGA), which prohibits Council from divesting its ownership or interest in a water service except to another local government organisation, and what we currently know (and don't know) about the Government's preferred option**
- 4) notes that Council cannot make a formal decision on a regional option for three waters service delivery without doing a Long Term Plan (LTP) amendment and ensuring it meets section 130 of the LGA**
- 5) notes that the Government intends to make further decisions about the three waters service delivery model after 30 September 2021**
- 6) requests the Chief Executive to provide the following feedback to Government:**
  - a) Process and engagement: The process and lack of clear information on the proposed reforms for communities has put the Council in a challenging position where we feel we are fronting the Government's reform programme with our Iwi partners and communities. We have found it challenging to provide robust information to our communities on the reforms proposals or to provide feedback to Government given the lack of engagement with the community to understand their concerns and position.**
  - b) Community voice: More clarity is required for how councils and communities would have input and influence into the planning processes and investment prioritisation of the water services entity (WSE) to ensure that this aligns with local needs and outcomes. It is also not clear how the WSE can be responsive to changes in local investment priorities or outcomes.**
  - c) Governance: The governance structure of the proposed WSE is at odds with enabling local representation from the range of disparate communities across Entity C. It is considered overly complex and unworkable across 22 local authorities and multiple Iwi / Māori. There appear to be too many layers and insufficient opportunity for local input, effective representation and ensuring accountability back to the communities it serves. Further consideration is also required to effectively balance elected representation with a partnership approach with Mana Whenua.**



- d) **Mana whenua:** It is unclear how the proposed representative arrangements for Mana Whenua will work in practice across the range of interests and different scale and focus of Iwi and hapu.
- e) **Consumers:** We are concerned that there are not robust processes and opportunities for consumers or communities to raise issues with the WSE in relation to performance issues.
- f) **Financial impacts:** There is a lack of clarity on the financial impacts of the reforms. This has a significant bearing on the confidence our communities have in the reforms process, level of benefits and broader impacts on council from the reforms.
- g) **Assets:** Water assets also provide a range of other functions and benefits for our communities and there remains a lack of clarity about what assets would be transferred as well as the timing, process and costs for this.
- h) **Rural water issues:** significant further work is required to understand the impacts on rural water schemes, the price of water, their assets and capital structures including regulation and when and how water standards can be practically applied to local schemes.
- i) **Catchment planning:** further clarity is required to understand how catchment planning practice will apply to the WSE and the future operating model. This has a bearing on assets which may or may not be included as part of the transfer process.
- j) **Affordability and funding:** we understand the need for significant additional investment into three waters in the future. What alternative funding or borrowing models has the Government considered (and discounted) or is willing to enable for local government should the reforms not proceed or for councils that choose to opt out of the reforms process?
- k) **Investment planning:** The process and opportunities for input into the future investment planning and prioritisation of local problems appears unclear. To what degree can this risk be mitigated in a reforms model through the adoption of existing council LTPs?
- l) **Local government reforms:** The cumulative impacts and alignment across three waters reforms, Resource Management Act (RMA) reforms and future of local government impact on our ability to plan for the future. This includes the future viability and role of local government, particularly for smaller councils.
- m) **Entity makeup:** The impact on the reforms and the economies of scale if some Councils do not join the reform programme need to be clarified. Further transparency regarding the entity alternatives considered in this process need to be included in the public consultation process. These alternatives include options to fund the 3 waters in other ways.
- n) **Economic regulator:** More clarity is needed on the role of the economic regulator and how it will operate.
- o) **The following changes to the Government's proposal/process are also recommended.**
  - i. Inclusion of an ombudsman process to investigate and resolve disputes.

# 105

- ii. Confirm and obtain Council agreement on the principles and Council role in preparing the transition objectives, policies and processes.
  - iii. Confirm the principle that any shortfall or equity that arises during the transition is recognised and compensated.
  - iv. Provide for a Wairarapa representative in the Governance structure.
  - v. Develop a process to gain an understanding of the community's views once Council has further information from the Government on the next steps in the reform process.
- 7) notes that the Chief Executive will report back further once further information and guidance has been received from Government on what the next steps look like and how these should be managed
- 8) in noting the above, agrees it has given consideration sections 76, 77, 78, and 79 of the Local Government Act 2002 and in its judgment considers it has complied with the decision making process that those sections require (including, but not limited to, having sufficient information and analysis that is proportionate to the decisions being made).

Seconded by Councillor T Nixon and CARRIED

## MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED COUNCIL MEETING – WEDNESDAY 29 SEPTEMBER 2021

MOVED BY: Councillor G Caffell

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

### General Business

#### 8. Acting Chief Executive Remuneration

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
Acting Chief Executive Remuneration	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

# 106

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

Seconded by Councillor C Peterson and CARRIED

**The meeting moved into public excluded at 3.27 pm**

**The meeting moved out of public excluded at 3.32pm**

**The meeting closed 3.32 pm**

Confirmed at the meeting of Council  
held 27 October 2021

.....

# 107

## Civic Facility Project Committee Terms of Reference

---

<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>• Councillor Brent Gare, Councillor Bex Johnson, Councillor Tina Nixon <i>and Councillor Frazer Mailman</i></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>• <i>two</i> appropriately qualified external <i>members (for example with risk management, probity, legal and/or construction management experience)</i> with full speaking and voting rights</li> </ul> <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>• <i>The appointment of the two external Committee members</i></li> <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  
AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON, ON WEDNESDAY 13  
OCTOBER 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 representatives Ra Smith and Tiraumaera Te Tau (from 10.50am).

**IN ATTENDANCE**

Acting Chief Executive, Manager Strategic Planning, Communications and Marketing Manager, Corporate Planning Manager, Governance Advisor.

**KARAKIA**

Her Worship led the karakia.

**CONFLICTS OF INTEREST**

No conflicts were declared.

**APOLOGIES**

No apologies were received.

**MASTERTON DISTRICT COUNCIL 2021 REPRESENTATION REVIEW HEARING (191/21)**

The report providing Council with the submissions received in relation to Council's 2021 Representation Review and outlining those who wanted to be heard was taken as read.

Council heard from the following submitters by zoom:

<b>Sub #</b>	<b>Name</b>	<b>Page # Full Set of Submissions</b>
<b>11</b>	John Cunningham	13
<b>53</b>	John Dalziell	71
<b>43</b>	Brent Reid	54
<b>50</b>	CCS Disability (Mathew Wills)	62

Moved by Councillor B Gare

**That the Council:**

- 1. Receives the submissions on Masterton District Council's 2021 Representation Review.**
- 2. Notes that 57 submissions were received.**
- 3. Notes that of those submissions received, 6 submitters requested to be heard and that four submitters presented to Council.**

Seconded Councillor F Mailman and CARRIED

**The meeting closed at 10.55am**

Not confirmed

Confirmed at the Meeting of the Council  
held on 27 October 2021

.....

# 201

185/21

**REPORT OF THE EXTRAORDINARY AWARDS AND GRANTS COMMITTEE MEETING  
HELD ON WEDNESDAY 22 SEPTEMBER 2021 AT 1.00pm 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.

**IN ATTENDANCE**

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

**CONFLICTS OF INTEREST**

No conflicts were declared.

**APOLOGIES**

There were no apologies.

**COMMUNITY WELLBEING GRANT AND COMMUNITY EVENTS FUND APPLICATIONS  
FOR 2021/22 – WAIRARAPA COMMUNITY NETWORKS** (180/21)

This report asking the Awards and Grants Committee to reconsider the application from Wairarapa Community Networks to the 2021/2022 Community Wellbeing funding round for \$10,000 for travel expenses for meetings and training, printing and stationery, liability insurance and personnel costs was taken as read. It was noted that the application had been discussed with the other Wairarapa councils, but a regional funding approach was not possible in the current year.

Moved by Councillor G Caffell

**That the Awards and Grants Committee allocates the unallocated 2021/22 Community Wellbeing Grant fund of \$2,200 to Wairarapa Community Networks.**

Seconded Councillor S Ryan and CARRIED

**The meeting closed at 1.04pm**

**REPORT OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD  
AT WAIATA HOUSE ON WEDNESDAY 6 OCTOBER 2021 AT 2.00 PM**

**PRESENT**

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

**IN ATTENDANCE**

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

**CONFLICTS OF INTEREST**

Councillor 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**

Moved Councillor B Johnson

That the apologies from Councillor Nelson and iwi representative Tiraumaera Te Tau for non-attendance be received.

Seconded by Councillor B Gare and CARRIED

**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**

The meeting was advised of a late item for inclusion in the agenda:

- Council Submission in relation to Ministry for the Environment Managing our Wetlands Discussion Document

This item had not been available for inclusion with the agenda and could not be held over until a later meeting.



# 302

Moved by Councillor B Johnson

**That in terms of section 46A(7) of the Local Government Official Information and Meetings Act 1987 the item be dealt with at this meeting.**

Seconded by Councillor T Nixon and CARRIED.

## **STRATEGIC PLANNING INFRASTRUCTURE AND SERVICES UPDATE** (188/21)

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.

In response to a question, it was advised that the 900 additional infill lots were based on the current size allowed under the District Plan and that the number was at January 2021.

Moved by Councillor B Johnson

**That the Infrastructure and Services Committee notes the contents of Report 188/21.**

Seconded by Councillor F Mailman and CARRIED.

## **COMMUNITY FACILITIES AND ACTIVITIES INFRASTRUCTURE UPDATE** (186/21)

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 Properties and Facilities Manager.

It was advised that COVID was having an impact on supplies and suppliers – as a result the automatic doors at the Rec Centre will not be installed until January 2022.

Moved by Councillor Johnson

**That the Infrastructure and Services Committee notes the contents of Report 186/21.**

Seconded by Councillor Nixon and CARRIED.

## **INFRASTRUCTURE UPDATE** (189/21)

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

In relation to the Animal Shelter it was advised that work was continuing on finalising design options. A workshop was requested around the design, scope, budget and MPI requirements.

In relation to the Skatepark it was advised that the additional features agreed to by Council in August could not be included due to COVID-19 related delays and the availability of the contractor. The southern section was proceeding as planned. It was noted that the work that wouldn't be completed had been added to the original project scope so very little had been lost.

# 303

In response to a question about the cost of the Te Ore Ore Road roundabout it was advised that the work had been tendered and that a significant component of the cost was traffic management - other costs included pavement strengthening, curbing changes, water management - that was what it cost to do any work on the road.

Moved by Councillor B Johnson

**That the Infrastructure and Services Committee notes the information contained in Report 189/21.**

Seconded by Councillor D Holmes and CARRIED.

## **APPROVAL OF THE SUBMISSION ON THE DISCUSSION DOCUMENT FOR CHANGES TO THE WETLANDS REGULATIONS** (190/21)

The late report seeking approval of a submission in response to the Ministry for the Environment's discussion document on proposed changes to the wetlands regulations was presented by the Acting Chief Executive and the Senior Advisor Strategy and Compliance who noted that the proposed feedback was outlined, including a request to add a consenting pathway for dams.

Rather than limiting the comment to water storage, a request was made to also refer to water resilience and the Wairarapa Water Resilience Strategy.

The value of wetlands was discussed and in addition to the role of wetlands in improving ecosystem health it was noted that just because there wasn't any industry associated with them or there hadn't been any investigation of their commercial value (e.g. as a place for medicinal plants, or as a carbon sink), that didn't mean that there was no commercial value.

Moved Councillor B Johnson

**That that Infrastructure and Services Committee approves the submission on the Discussion Document on wetlands regulations (Attachment 1 to Report 190/21)**

Seconded Councillor B Gare and CARRIED

**The meeting closed at 2.30 pm**

<b>To:</b>	Mayor and Councillors
<b>From:</b>	Corin Haines, Manager Community Facilities and Activities
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	27 October 2021
<b>Subject:</b>	<b>Five Towns Trails Masterplan</b>
<b>FOR DECISION</b>	
<p><b>Recommendation:</b> That Council:</p> <ol style="list-style-type: none"> <li>i. <b>Receives</b> the Five Towns Trails Masterplan in Attachment 1 to Report 202/21.</li> <li>ii. <b>Delegates</b> authority to the Chief Executive to work with the three Wairarapa district councils and Wairarapa Trails Action Group, to research and create a suitable legal entity with appropriate and representative governance to deliver the Wairarapa Five Towns Trail Master Plan.</li> </ol>	

### **Purpose**

This report asks Council to receive the Wairarapa Five Towns Trail Network Master Plan and to delegate authority to the Chief Executive to work with the three Wairarapa district councils and Wairarapa Trails Action Group to research and create a suitable legal entity with appropriate and representative governance to deliver the Wairarapa Five Town Trail Masterplan.

### **BACKGROUND**

The Wairarapa Five Towns Trail Network (WFTTN) project has been around for several years, developed from a concept conceived by the Five Towns Trails Trust to connect Wairarapa's towns.

The project is strategically aligned with both the Wellington Regional Trails for the Future report 2017 (WRT Framework) and the Wairarapa Economic Development Strategy 2018 (WEDS).

The WRT Framework was adopted in 2017 by the nine councils in the Wellington region, including Carterton, Masterton and South Wairarapa. It provides a clear vision for the Wellington region to become a world class trail-based destination. It forms a framework for prioritising the trails - both existing and proposed, in which the WFTTN has been classified as a signature trail. Signature trails are a small number of outstanding trails that attract visitors and achieve recognition for the region to be a trails destination and provide a focal point for regional residents.

The WFTTN project has been identified in the WEDS as a core visitor and tourism project, and meets the specifications of multi-season, multi-day and regular returns, with some commissionable component.

Governance and management of the WFTTN project sits under Wairarapa Trail Action Group (WTAG). This group is governed by the three local district Councils, with a clear mandate to coordinate trail development and management in Wairarapa. Representation of the group includes Council elected members, Council staff, Destination Wairarapa, Greater Wellington Regional Council (GWRC), Department of Conservation, and various local trails trusts.

In 2019, the three councils allocated funding alongside a grant from Trust House Foundation to prepare the WFTTN master plan. WTAG endorsed the project brief and outcomes including:

- Align key organisations and develop a shared vision
- Determine trail markets
- Ensure connectivity, consistency, and sustainability
- Provide indicative route alignments, assess socio economic benefits, and determine priorities

It is envisaged that the master plan will be used to help attract external investment for trail provision in Wairarapa.

In February 2020, TRC Tourism Limited were engaged to work with WTAG to prepare the WFTTN master plan. Preparing the master plan involved several key steps, including:

- Project Establishment – involved setting up the project team and overall project planning.
- Situation Analysis – Included a comprehensive literature review, market demand analysis, site analysis and best practice case studies.
- Stakeholder Engagement – involved a series of interviews and four stakeholder workshops to obtain views and feedback to help inform the draft Master Plan.
- Site visits and assessment
- Discussions with the Project Team
- Draft Master Plan
- Endorsement from WTAG
- Presentation to the Wairarapa Combined Council Forum
- Presentation to stakeholders
- Presentation to each of the three district councils

In May 2021, TRC Tourism presented the draft master plan to WTAG, who endorsed the plan. Subsequently, in August TRC Tourism gave a presentation to the Wairarapa Combine Council Meeting introducing the plan and outlining the next steps including a stakeholder’s presentation in October, and each of the three councils receiving the master plan at their next available meeting.

## **DISCUSSION**

### **The Purpose and Role of the Master Plan**

The master plan has been prepared to bring the WFTTN to life. It outlines how the network can become a reality over the next 10 years and beyond. It sets out a long-term strategic vision aimed to showcase Wairarapa as a destination where regional strengths are connected via recreation trails, for visitors and residents.

The master plan provides the next level of detail down from the WRT Framework and WEDS for the WFTTN. It is only the start of the work and provides the foundation for partners to plan, engage, seek external funding, and develop the WFTTN.

## **The Layout and structure of the Master Plan**

The master plan opens with an executive summary providing an overview then 12 key chapters, including:

- Chapter 1. Introduction
- Chapter 2. Current Situation
- Chapter 3. The Strategic Alignment Framework
- Chapter 4. Developing Great Trails and Trail Destinations
- Chapter 5. The Future of Trails in Wairarapa
- Chapter 6. Guidelines and Standards
- Chapter 7. The Proposed Network
- Chapter 8. The Signature Trails
- Chapter 9. Experience Loops and Trails
- Chapter 10. Master Plan Construction Cost Summary
- Chapter 11. Implementation Guide
- Chapter 12 Social Economic Benefits and Considerations
- Appendix 1. Stakeholders in the Wairarapa and their interests

## **Key Elements of the Master Plan**

### **The master plan showcases Wairarapa's strengths and considers trail markets for Wairarapa**

The master plan has been designed to showcase Wairarapa's strengths, provide an exceptional visitor experience and outstanding community recreational infrastructure.

Wairarapa's features include our rivers and Wairarapa Moana, our villages and towns, our stories, both Māori heritage and European settlement, as well as our world class wine and food.

The landscape and climate of the region lends itself perfectly to a trails network. This includes predominately gentle gradients on the valley floor, a climate that is well suited for outdoor activity and a variety of points of interest.

The master plan describes the key characteristics of what makes a great trail network, including a clear point of difference, high market profile, complementary attractions, opportunities to stop and explore, and a quality seamless experience. Wairarapa holds many of these characteristics and has an untapped potential to be a trails-based destination.

Key trail markets have been identified in the plan and the network designed to meet their needs. The predominant market need is for New Zealand Cycle Trail (NZCT) grade 1 and 2 off road trails that are relatively flat, safe, accessible, with several points of interest including food, beverage and toilet stops.

**The master plan proposes a network of approximately 200 km of additional recreation trails linking our communities**

The proposed trail network provides a network of approximately 200km of trails connecting the five Wairarapa towns, Masterton, Carterton, Greytown, Featherston and Martinborough.

The master plan has followed a network approach with trail planning, provision, and management, where each section of trail has a clearly defined purpose and is managed as part of a whole.

The Vision for the WFTTN is:

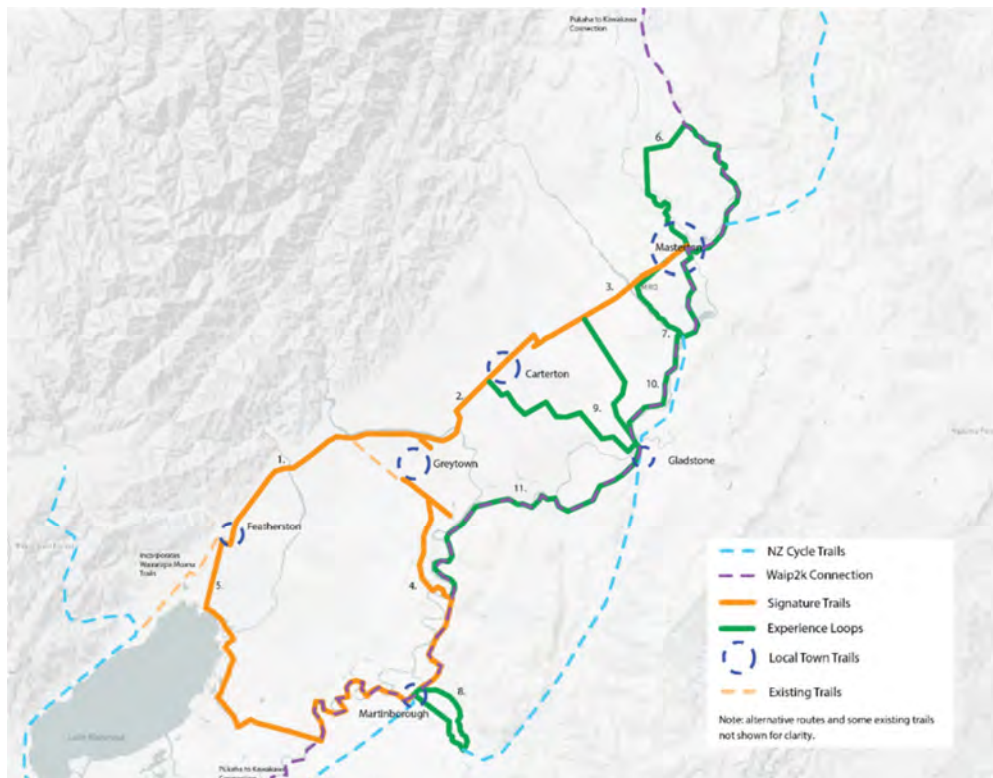
*‘Wairarapa Five Towns Trail Network is recognised as a must do in the Wairarapa – the best way to experience and connect with our people and places’*

This aligns strongly with the WRT Framework vision of “Connecting our people with inspiring adventures.’

While the WRT Framework recommends the WFTTN as a signature trail experience, the master plan captures the next level of detail and planning required to implement the recommendation and considers the network into three key categories, including:

- Signature Trails- These are the backbone or spine of the WFTTN, connecting the region’s towns.
- Experience Loops and Trails – These trails provide for local and regional experiences, designed to complement the signature trails with a series of loops highlighting Wairarapa’s culture, scenery, community facilities and attractions.
- Local Trails – These trails are important to local communities but are at a level below the master plan. WTAG will still consider these local trails but on a case-by-case basis.

The map below illustrates the proposed network:



Chapters 8 and 9 of the master plan provide further details on each section of trail. The descriptions and maps are designed to be general in nature but with enough detail to guide applications for external investment and the next level of trail planning. Detailed planning, community engagement and discussions with landowners are required to confirm the route or any alternative.

### **The master plan provides guidance on trail design standards and supporting infrastructure**

Chapter 6 of the master plan provides definitions of both NZCT grade 1 and 2 trails, as well as prioritised trail treatment options recommended for the WFTTN. Treatment 1: Off Road Trail being the most desirable trail option though on on-road trails (Treatment 4) being the least desirable.

A variety of trail infrastructure is required as part of trail development. Trail infrastructure includes trail heads and carparks, toilets, wash/repair stations, fencing, barriers, vehicle crossing points, signs, bridges, under passes, trail counters and landscaping.

Trail infrastructure is required to protect the asset and the environment, improve safety and guide trail users as well as enhance the trail visitor experience.

### **The master plan provides a summary of construction costs**

The estimated cost of the network is around \$32 million, based on 2021 NZ dollar estimates. Further information relating costs is provided in chapter 10 of the master plan.

The master plan will enable applications for external funding, including government and private sector grants. The funding required will be sought from these external sources rather than rate payers. Some provisions for project management and contingencies have been made in the estimate but additional seeding funding for planning, design and community engagement maybe requested as the implementation plan is further progressed and developed.

### **The master plan considers key benefits**

Recreational trails offer a diverse range of benefits to the community and the environment. These include health and well-being, education, recreation, biodiversity, increased appreciation of culture and heritage as well as economic.

Chapter 12 of the master plan provides an indicative economic benefit assessment of the fully developed network.

The Covid-19 lockdowns have highlighted the need for safe, accessible routes for individuals and families. The master plan estimates that as many as 210,000 users a year can be expected in the first years of the network becoming operational.

Spending in the Wairarapa as a result of the trails network is estimated to increase from \$21 million a year in its early stages, with nearly one hundred jobs generated. These numbers are expected to increase as the network expands.

## The master plan includes an Implementation Guide

The delivery of the master plan will require careful consideration of the following elements (each outlined in figure 2 and described in more detail in the master plan).

- (1) Strong governance, including funding, management, and maintenance
- (2) Trail planning
- (3) Industry and community partnerships
- (4) Trail construction and standards
- (5) Supporting infrastructure
- (6) Marketing, promotion, and events

Under each element is a series of prioritised actions.

Figure 2. Implementation Guidelines – Elements to be considered:



## GOVERNANCE ARRANGEMENTS

WTAG has no formal or statutory powers. WTAG functions as a co-ordination group and has been very successful in bringing together Wairarapa stakeholders to unite them behind the vision of the WFTTN.



With the completion and the receipt of the master plan, it is timely to review the governance arrangements. WTAG as a co-ordination group is not the best model to deliver (fund and build) the WFTTN. Four models for the future governance and delivery of WFTTN can be considered. Each model has different benefits, capabilities and consequences, from a basic co-operation / best endeavours agreement, to a formal legal entity with its own delivery capability (such as a Trust).

The options are:

Model 1 – Each TA or land manager proceeds as a signatory to the Master plan but with no overall coordinating body;

Model 2 – WTAG continues in its present form to deliver the WFTTN.

Model 3 – A formal MOU is agreed between partners and interested stakeholders.

Model 4 – A formal Trails entity created.

## **Considerations**

External grants funding will be needed to complete the WFTTN. Grant funders will only award funds to appropriately set up and properly governed legal entities. The success in attracting grants funding is likely to be limited should the legal entity be part of Council.

The success of the WFTTN delivery entity will be measured in a number of ways, including:

- Development of the Wairarapa Trails Network;
- Appropriate and effective governance and management;
- Success in attracting external and stakeholder funding;
- Delivery of effective and timely trails planning;
- Effective stakeholder and partner engagement;
- Construction and maintenance of high quality trails;
- Development of new trails (in addition to the WFTTN);
- Delivery of a high quality visitor experience and tourism opportunities;
- Long term self-sustainability of the entity.

Choosing the best governance model to deliver the WFTTN will take some time to research, set-up and implement. As an interim step it is recommended a Memorandum of Understanding between the three Wairarapa Councils and WTAG is signed. This MOU purpose would be to facilitate, research and create a suitable legal entity with appropriate and representative governance to deliver the WFTTN master plan.

## **NEXT STEPS**

The master plan is designed to present a vision, help seek external funding and provide guidance on indicative routes and infrastructure. The master plan is only the start of the work with considerably more actions to be undertaken including progressing towards an effective governance structure for the project, seeking external funding, community engagement and discussions with landowners.

## **Considerations**

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

The Masterplan aligns with Council's Cycling Strategy (adopted in December 2017) and with the Rural Trails Network plan which was consulted on in 2017 at the same time as the Cycling Strategy.

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

The matters for decision in this report are not considered to be of significance under Council's Significance and Engagement Policy.

### **Financial Considerations**

Council's current budgets allow for Masterton's share of the Wairarapa trails co-ordinator at \$24,000. Our share of current work on the WFTTN will come from this budget. There is other funding to supplement council contributions, from Trust House. The 2021-31 Masterton District Council LTP includes a capital expenditure provision across the first six years totalling \$320,000 for Wairarapa trails, loan funded. The assets invested in are expected to be in the Masterton District.

The estimated cost of the network is around \$32 million, based on 2021 NZ dollar estimates. Further information relating costs is provided in chapter 10 of the master plan. How the project is funded remains part of the work programme of the WTAG.

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

Tāngata Whenua have been included in the development of the master plan and will continue to be a key part of the future development of the network.

### **Communications/Engagement Plan**

Community engagement was undertaken to help inform the development of the master plan. This included stakeholders' interviews and a series of workshops.

Going forward, WTAG is committed to ensuring the views of our community are considered when making decisions. Route planning and design for each section of trail will be carried out on a staged basis and an important part of this work is seeking community and landowner input to help shape and determine trail route alignments.

The timing and method of engagement is critical to the success of the project. Some sections of the network will be started sooner than others while some may not be started for 5-10 years. Within such time frames many changes can occur including land ownership, subdivision, and other infrastructural projects. Therefore, planning and engagement would not start until the section has been determined as a priority by WTAG.

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

One of the key principles included in the master plan is Sustainability. The trail and associated facilities should exemplify sustainable management practices including the use of material, energy efficiency in building and toilet operations and with strong connection with Iwi and European culture.

The WFTTN if appropriately designed, is likely to provide a safe, reliable, and sustainable alternative to internal combustion engine to commute between towns. As a reminder, greenhouse gas emissions for transport in the Wairarapa region increased by 41% between 2001 and 2019.

Providing a 'zero-carbon' alternative to regular commuting has many positive outcomes:

- reduce greenhouse gas emissions
- reduce the risk of accidents due to less vehicles on the road
- increase air quality (less pollution)
- increased well-being

The WFTTN will encourage more people to use the trails to commute, which will mean less cars are on the roads (and the less emissions there are).



# Wairarapa Five Towns Trail Network MASTER PLAN

August 2021

WAIRARAPA TRAILS ACTION GROUP (WTAG)





This report was prepared by TRC Tourism in partnership with Xyst in relation to the development of the Wairarapa Five Towns Trail Network Master Plan for the Wairarapa Trails Action Group (WTAG).

## DISCLAIMER

Any representation, statement, opinion or advice expressed or implied in this document is made in good faith but on the basis that TRC Tourism Ltd., directors, employees and associated entities are not liable for any damage or loss whatsoever which has occurred or may occur in relation to taking or not taking action in respect of any representation, statement or advice referred to in this document.

Images: TRC Tourism, and Wairarapa Trails Action Group (WTAG)



©Copyright TRC Tourism Ltd | [www.trctourism.com](http://www.trctourism.com)

## Contents

Executive Summary	iii
<u>1</u> <u>Introduction</u>	<u>1</u>
<u>2</u> <u>Current Situation</u>	<u>3</u>
<u>3</u> <u>The Strategic Alignment Framework</u>	<u>9</u>
<u>4</u> <u>Developing Great Trails and Trail Destinations</u>	<u>13</u>
<u>5</u> <u>The Future of Trails in Wairarapa</u>	<u>20</u>
<u>6</u> <u>Guidelines and Standards</u>	<u>24</u>
<u>7</u> <u>The Proposed Network</u>	<u>37</u>
<u>8</u> <u>The Signature Trail(s)</u>	<u>39</u>
<u>9</u> <u>The Experience Loops and Trails</u>	<u>66</u>
<u>10</u> <u>Master Plan Construction Cost Summary</u>	<u>97</u>
<u>11</u> <u>Implementation Guide</u>	<u>99</u>
<u>12</u> <u>Socio Economic Benefits and Considerations</u>	<u>107</u>
<u>Appendix 1 – Stakeholders in Wairarapa and their interests including relevant plans.</u>	<u>111</u>

## Executive Summary

In 2017 the Wellington Regional Trails Framework was endorsed by the partners who initiated it. Contained in the framework is a key recommendation to develop the 'Wairarapa Five Towns Trail Network' as a signature trail experience.

This Master Plan has been prepared to bring Wairarapa Five Towns Trail Network (WFTTN) to life. It has been prepared in conjunction with the Territorial Authorities of the region with the assistance of stakeholders and those passionate about developing a world class network of recreational trails.

Importantly, the master plan has been developed without consideration of Territorial Authority (TA) boundaries, rather it has been designed to showcase Wairarapa and its strengths, and to provide an outstanding visitor experience.

Wairarapa's features include:

- Clear and strongly flowing rivers that rise from the Tararua Ranges and flow towards Wairarapa Moana and eventually into the Cook Strait
- The villages and towns that provide a friendly and cosy atmosphere for residents and visitors alike
- The stories of Wairarapa including Māori heritage, and European settlement
- The world class wines of the region including wineries in Martinborough, Gladstone and Ōpaki.

The vision for the WFTTN is:

**'Wairarapa Five Towns Trail Network is recognised as a must do in Wairarapa – the best way to experience and connect with our people and places.'**

This aligns strongly with the Wellington Regional Trails vision:

**'Connecting our people with inspiring adventures'**

This master plan aims to present Wairarapa as a destination where the regional strengths are connected via recreational trails designed to attract visitors from nearby Wellington, further afield from other parts of New Zealand including Auckland, and from international markets when they are deemed safe to return to New Zealand (COVID- 19).

Importantly, the master plan will develop not only a series of trails that help drive visitor economy outcomes, it will also provide residents an important asset for community liveability.

While the Wellington Regional Trails Framework recommends the WFTTN as a Signature Trails experience, this master plan captures the next level of detail and planning to implement the recommendation, and considers the network in three categories:

### Signature Trails

These form the backbone or spine of the WFTTN and connect the region's towns

### Experience Loops and Trails

The experience trails and loops are trails that provide for local and regional experiences. They are designed to complement the Signature Trail(s) with a series of trails that showcase Wairarapa's culture, scenery, visitor experiences, local and community assets and landscapes.

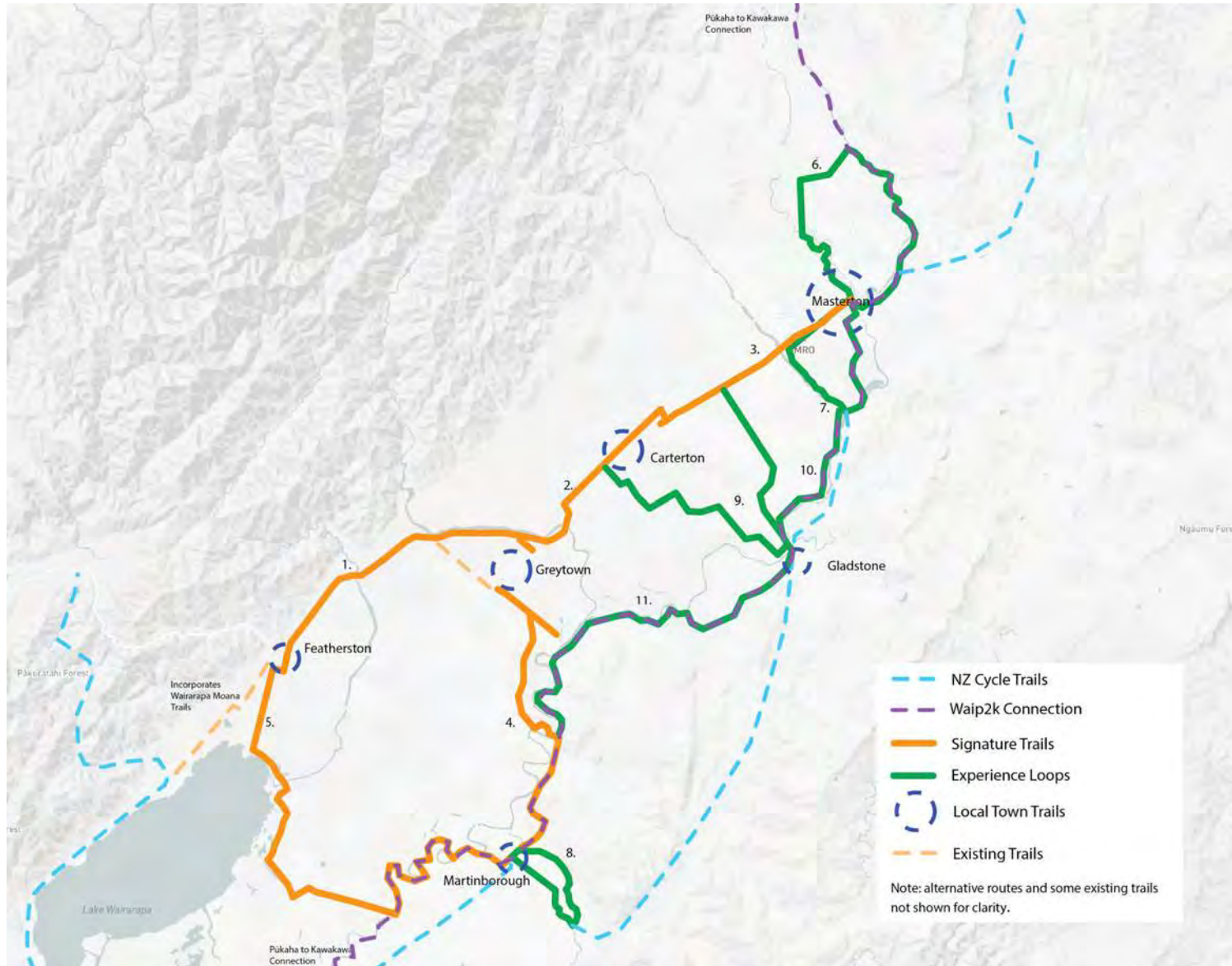
### Local Trails

Trails that may be important to local communities and tourism but at a level below this Master Plan's considerations, Wairarapa Trails Action Group (WTAG) can still consider these trails on a case-by-case basis.

The map on the following page provides the proposed network.



**Figure 1.** Overall Proposed Network showing links to WaiP2K and Wairarapa Moana Project





The network comprises the following Signature Trails.

**Table 1.** Table of Signature Trails within the WFTTN

Signature Trail SECTION	LENGTH (KM)	INDICATIVE COST (\$M)
1. Featherston to Greytown	15.5	\$2.528
2. Greytown to Carterton	7.5	\$2.344
3. Carterton to Masterton	11.5 to 14.5	\$2.748
4. Greytown to Martinborough	19	\$2.164
5. Featherston to Martinborough	36	\$5.915
<b>TOTAL</b>	<b>89.5 to 92.5</b>	<b>\$15.699</b>

Please note the cost estimates, which are more detailed in the body of this plan, contain an allowance for professional services and contingency, but do not include much of the pre planning that will be required to achieve delivery. This is an unknown amount that needs to be considered and made explicit in future budgets for trail managers.

The network contains the following Experience Loops and Trails.

**Table 2.** Table of Experience Loop

Experience Loop SECTION	LENGTH (KM)	INDICATIVE COST (\$M)
6. Masterton Ōpaki Loop	26.2	\$3.812
7. Masterton Rivers Loop	11.5	\$1.655
8. Carterton to Gladstone Experience Loop	26.0	\$3.355
9. Martinborough Vineyard Loop	10.4	\$1.374
10. Waingawa to the Cliffs	5.4	\$1,832
11. Gladstone to Morrisons Bush	24	\$4.027
<b>TOTAL</b>	<b>103.5</b>	<b>\$16.055</b>

Combining the Signature Trails and the Experience loops and trails – the total cost of implementing the master plan is estimated to be \$31.754 million dollars – delivering close to 200 km of outstanding world class trails for visitors and residents alike.

### Implementation

The delivery of the program will require careful consideration of the following elements (each described in more detail in the body of the report):

1. Strong Governance including funding, management and maintenance
2. Trail Planning
3. Industry and Community Partnerships
4. Trail Construction and Standards
5. Supporting Infrastructure
6. Marketing, Promotion and Events.

### Economics

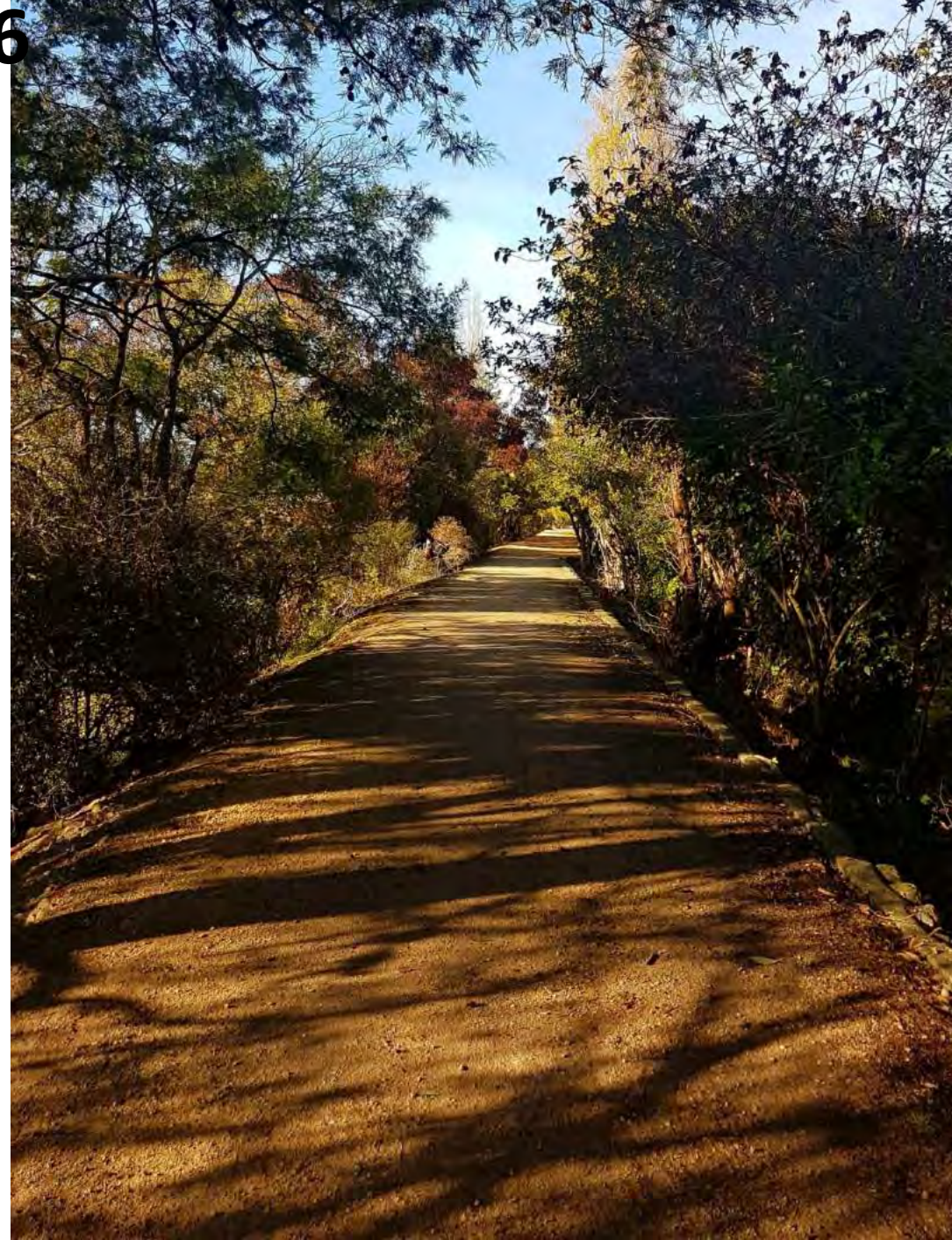
This master plan aims to increase the benefits to the region from more visitors staying longer and spending more. The economic benefits are considerable from fully implementing this master plan. The initial assessment indicates:

- Regional income grows from \$7.4 million to \$13.5 million in year 10
- Total jobs created rising from 97 in year 1 to 176 in year 10
- The benefit cost ratio (BCR) is estimated to be 2.1 – meaning that the benefits outweigh the costs by 2.1 times.

## Summary

This master plan provides the basis from which the partners can plan, communicate, engage with the community and stakeholders, and construct the WFTTN.

Considerable work remains to be undertaken to bring this plan to life. That includes negotiation with landholders, partnering with and understanding Post Settlement Governance Entities (PSGEs), Rūnanga, Hapū and Marae concerns and aspirations, consent from national authorities including KiwiRail and DOC and considerable planning to ensure delivery of a world class product that delivers outstanding visitor experiences, not simply a trails network.



## 1 Introduction

**Wairarapa has an untapped opportunity to become a world class trails destination that showcases the region’s natural and cultural attractions, its people and stories. Trails provide both an attraction to people to visit, stay longer and for the community to benefit from outstanding infrastructure.**

The Wairarapa Five Towns Trail Network Master Plan has been prepared in partnership with the Territorial Authorities of Wairarapa and with the assistance of the community to realise the opportunity it has. The Master Plan will guide trail development for the purposes of improving the experiences on offer for visitors and residents alike – ultimately benefiting Wairarapa’s community with improved recreational facilities, economic benefits, connectivity, and healthy lifestyles.

The proposed trail network provides – as the name suggests – a network of trails connecting the five towns of Wairarapa: Masterton, Carterton, Martinborough, Greytown and Featherston.

Recreational trails for the purpose of this Master Plan are classed as a thoroughfare or track across land, used primarily for recreation, that might include walking, running, bicycling, skateboarding or any other form of recreation. They can also be considered to be important transport links between communities and assets.

The network also seeks to pick up the features of Wairarapa’s famous landscapes and history. This includes the rivers that dissect the valley, the wineries of Martinborough and Gladstone, as well as Ōpaki, and the village like atmosphere that contribute to the region’s liveability.

In providing connecting trails that deliver a networked approach, the Master Plan delivers on the Signature Trail concept as expressed in the Wellington Regional Trails for the Future report adopted in 2017. The environment and climate of the region lends itself perfectly to a trails network. This includes predominantly gentle gradients on the valley floor, a climate that is suited to outdoor activity, and mountains that fall to the coast including Palliser Bay and Wairarapa Moana – Lake Wairarapa.

The Master Plan is by necessity a higher-level overview of the network including route ‘corridors’ that are considered the optimal route between towns and/or features. Further detailed planning is required to confirm the routes as the next phase in the design and development of the network.

Further resolution of some routes requires detailed negotiation with private landowners (in some cases), river protection planning and works by Greater Wellington Regional Council (GWRC). Negotiation with national authorities such as KiwiRail and New Zealand Transport Authority (Waka Kotahi) and ensuring PSGEs, Rūnanga, Hapū and Marae partnership opportunities are explored in more detail.

Notwithstanding the unresolved elements, work can commence on many items in this plan without compromising further planning or consultation and the plan outlines a high-level approach to priority setting, acknowledging that over time these will shift.





## 2 Current Situation

### 2.1 Background to the Wairarapa Five Towns Trail Network

The idea of developing a trail between the five towns in the Wairarapa has been around for many years, born from the community. The initial idea was to use existing backcountry roads. Over time the vision for the concept has evolved into a potential off-road (or partially off-road) trail or network of trails.

Several reports and plans have been developed for sections and districts within the proposed trail, including plans for infrastructure such as bridges. This includes the Masterton Three Rivers Trail Feasibility Study, the Trails Wairarapa Trust planning and development notes for a Wairarapa Trails Strategy 2015, and potential asset management issues and solutions (2018).

There has been strong local support of the concept to date, both in the public and private sector.

The [Wellington Regional Trails for the Future Framework](#) (WRTF) 2017 recommended that the concept of the WFTTN be developed as a ‘signature trail’ for the Wellington region. Signature trails are outstanding trails that attract visitors and achieve recognition for the region as a trail destination and provide a focal point for regional residents.

The Wairarapa Economic Development Strategy (WEDS, 2018) vision - *The Best of Rural and Urban Living* is about retaining “values” (quality of life, sustainable lifestyle, emotional health) and increasing “value” (of income, affordability of living) of the economy. The strategy recommends a focus on the development of the Wairarapa Five Towns Trail Network to meet the specification of multi-season, multi-day and regular returns, with at least some having a commissionable component. Other recommended and complementary activity to the trail includes the Martinborough Dark Sky experience, value-added food and beverage, and iwi, hapū and marae-based economic opportunities based around Wairarapa Moana.

The Wairarapa Trails Action Group (WTAG) has now been tasked with overseeing the trail project. This group is governed by the three local District Councils, with a clear mandate to coordinate trail development and management, as well as cycling activities within Wairarapa. Representation of the group includes Council elected members, Council staff, Destination Wairarapa, Greater Wellington Regional Council (GWRC), Trails Wairarapa Trust, Department of Conservation (DOC), and Greytown Trails Trust.

Prior to the development of WTAG, several trail groups and interested parties were working with strong intent but often at either cross purposes or without adequate reference to each other. WTAG has strengthened the coordination and strategic intent of the interests in trails in Wairarapa.

### 2.2 Tourism in Wairarapa

Like every destination in New Zealand and globally, the impacts of COVID-19 have been felt, in Wairarapa in terms of the visitor economy. The shift to domestic short stay holidays has been significant. International travel is unlikely to begin globally until 2023. This brings opportunity for destinations to re-imagine their experiences, and the way in which they position themselves in the marketplace.

It is appropriate that Destination Wairarapa is in the process of renewing the Destination Management Plan (DMP) at the time of this plan’s development. The DMP is a blueprint for growing the benefit from tourism.

## Positioning and Promotion

Wairarapa is defined by its natural landscape of ranges, valleys and rivers, the lake, and the coast, in addition to its rural towns and rural lifestyle.

The current destination position of Wairarapa is based on family experiences, coastal landscapes, and boutique wine and food producers – the latter driven mostly by the towns of Martinborough, Greytown and Featherston in addition to Gladstone. Carterton is seen as the arts hub of Wairarapa, home to authors, illustrators and painters, and Masterton is positioned as a value for money, family, and corporate destination with outstanding lifestyle benefits.

Destination Wairarapa is revisiting the region’s branding based on the principle of ‘not far’ in terms of accessibility from Wellington, travelling within the region, and from friends and family connections living locally.

Wairarapa has a strong partnership with Wellington NZ. Activity includes promotion of Wairarapa in Australia, and online (WellingtonNZ.com) through day trips /exploring the region, events (e.g., Wairarapa Balloon Festival, Toast Martinborough), meetings, pre and post event itineraries and accommodation. Key themes include wineries (including restaurants, accommodation, wine tasting and bike tours), villages (for food, boutique shopping, art), and the wild coast.

As a direct outcome of the Wellington Regional Trails Framework, ‘Find Your Wild’ has been adopted as the broader regional trails brand. This is promoted through the Wellington Region trails forum in addition to RTOs.

Wairarapa is home to several high-profile properties and wineries with well established brands (e.g., Wharekauhau luxury accommodation, Palliser Estate Wines, Martinborough pinot noir).

Tourism New Zealand (TNZ)<sup>1</sup> promotes Wairarapa as a rural, off the beaten track destination, focusing on villages, natural attractions, wineries and related events,

<sup>1</sup> [www.newzealand.com](http://www.newzealand.com)

and the Classic New Zealand Wine Trail. The trail runs from Hawke's Bay in the North Island to Marlborough in the South Island - with stops in Wairarapa and Wellington along the way (State Highway 2). Usage has been higher with international visitors, but this may change post COVID-19, with New Zealanders looking for additional holiday experiences (replacement for overseas holidays).

Internationally TNZ’s target market is Active Considerers – those already considering a holiday in New Zealand. They tend to be higher income earners, are drawn to New Zealand for landscapes and scenery, generally travelling as a couple.

A domestic marketing team has recently been set up within TNZ as a direct impact of COVID-19. Indications are that the initial target market segments for a domestic consumer marketing campaign will be focused on “family holidays, short breaks, and passion points like skiing or cycling”.<sup>2</sup>

## Experiences

Wairarapa experiences are currently based on wineries and boutique shops, family-based activities, and natural landmarks.

There are some interesting developments around Wairarapa Moana including dark skies/ star gazing, and app-based interpretation on a category one listed world war site on a farm near Featherston by Heritage New Zealand.<sup>3</sup>

Key attractions in the wider region include Pūkaha National Wildlife Centre (Tararua District), the Remutaka Cycle Trail, the Tararua, Remutaka and Aorangi Forest Parks, coastal Riversdale, Castlepoint, and Lake Ferry village.

<sup>2</sup> <https://www.tourismticker.com/2020/05/12/tnzs-spreitzer-level-1-moment-of-truth-for-domestic-tourism/>

<sup>3</sup> <https://mch.govt.nz/news-events/news/heritage-recognition-wairarapa-military-site>

The top experiences<sup>4</sup> rated by visitors to the Wairarapa based on TripAdvisor are:

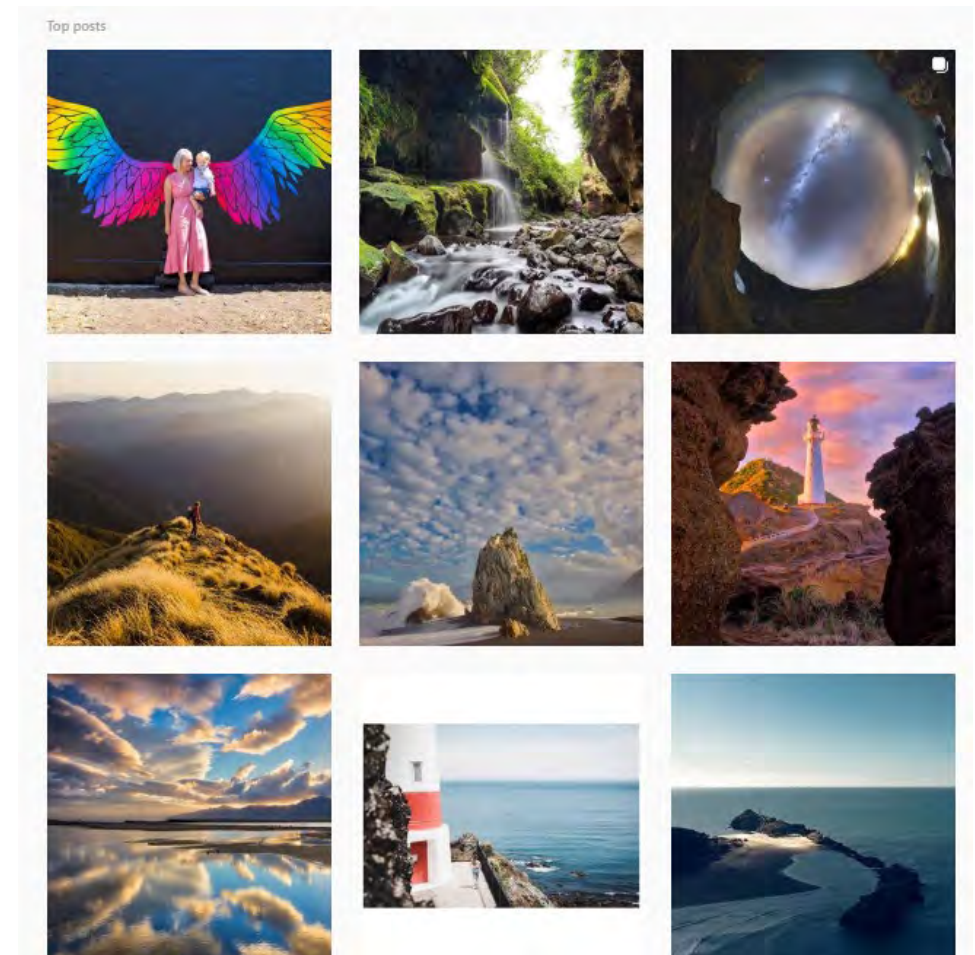
- 1 Martinborough cellar doors (self-guided, bike tour and guided)
- 2 The Alpaca Place (Masterton)
- 3 Castlepoint Lighthouse
- 4 Cape Palliser Lighthouse
- 5 Cobblestones Museum (Greytown) 120
- 6 Pūkaha National Wildlife Centre
- 7 Stonehenge Aotearoa (Carterton) 147
- 8 Queen Elizabeth Park (Masterton)
- 9 Martinborough Brewery
- 10 C'est Cheese (Featherston) 80

Visitors from Wellington, Auckland, Australia, UK, US, Europe and other NZ.

Experiences also popular with locals:

- 11 Henley Lake (Masterton) 100
- 12 Fensham Bush Reserve (Carterton) 24
- 13 Waiōhine Gorge suspension bridge (Carterton) 13
- 14 Greytown Woodside Trail 33

**Figure 2.** Top Posts on Instagram for #Wairarapa



Source: Instagram

<sup>4</sup> Number of reviews and ranking



## Visitor Segments

Current visitor markets to Wairarapa are driven by Wellingtonians visiting friends and relatives in Wairarapa, or they own a holiday house in the area. They are trendy / tech savvy, coming for family activities, events, nature-based activities (tramping and visits to the coast), and boutique products/experiences (e.g., cheese, wine, shopping). These visitors generate a lot of positive word of mouth referral.

The Wellington visitor is also sought after by most other destinations in the lower North and upper South Islands. The key regional competitors to Wairarapa in terms of target markets would be Hawkes Bay and Marlborough who hold strong market positions for domestic visitors who cycle and participate in food and wine.

Other visitor segments include:

- Weekends away by groups of females from Wellington, with activities based on spa treatments, wineries, food and beverage, shopping, and potentially a trip to the coast
- Weddings, hen and stag weekends, plus other events. There were at least 32 organised weddings by one operator last year, with just under half being international
- Families from Wellington, especially visiting and staying in Masterton
- Small conferences - including directors of companies visiting with spouses
- General leisure visitors from Auckland (other New Zealand) and Australia for a short break/ weekend away or a day trip from Wellington
- Touring groups - only a few tour operators visiting on a regular basis.<sup>5</sup>

---

<sup>5</sup> Destination Wairarapa

Also, of relevance to the Wellington region, approximately 38,000 visitors from Australia flew direct into Wellington for the year ending June 2017. Seventeen percent of Australian overnight visits and eight percent of Australian visitor spend was in Wellington region. In terms of activities participated in, seven percent of Australian visitors cycled, 73 percent walked/hiked, and 23 percent participated in a food and wine-based activity whilst in New Zealand. Their preferred method of travel is self-drive, and they have a high repeat visit rate.<sup>6</sup>

Re-established direct flights from Australia into Wellington is likely to see significant opportunity in this market.

## 2.3 Existing Wairarapa Trails

Wairarapa has extensive walking trails, mainly situated in the Tararua, Remutaka and Aorangi Forest Parks, but only a limited number of multi-use and cycle-based tracks and trails. It is difficult to put an exact distance on the existing trail network, but it is likely in the order of 50 km of off-road trails.

### Cycle trails

There are two trails in the region that are part of the national Ngā Haerenga - the New Zealand Cycle Trail – the Remutaka Cycle Trail, which is one of only 22 National Great Rides, and the Wairarapa Valley Cycle Way, which is part of the Heartland collection of rides. The Wairarapa Valley Cycle Way is discussed in the road component of this section.

**The Remutaka Cycle Trail** starts on the edge of Wellington Harbour, winds up the Hutt Valley before climbing over the Remutaka Ranges, through South Wairarapa, and around the rugged coast back towards Wellington. The trail can be ridden in either direction, has multiple access points, and can be tailored into shorter day rides. The trail takes approximately two to three days to ride and five days to walk.

<sup>6</sup> Tourism New Zealand Australia Visitor market information April 2018, based on International Visitor Survey YE June 2017 and International Visitor Arrival YE Sept 2017; and Key insights YE Dec 2019



The Remutaka Cycle Trail can link to Featherston from Cross Creek via the Western Lake Road verge - an off-road trail. This connection requires maintenance<sup>7</sup>. From Featherston the trail can link up with the Wairarapa Valley Cycle Way.

Remutaka Cycle Trail partners are currently drafting a long-term experience development plan for the trail. This will detail collective projects to enhance the trail experience for users and realise the potential of the trail for the community and region – including further trail and business development, marketing, and sustainable funding.

The trail is estimated to generate \$4 million per year in revenue for the region from around 100,000 visitors to the various parts of the trail. Visitor spend and stays directly attributed to the trail and businesses are supplying new tourism infrastructure to support cyclists on and around the trail.<sup>8</sup>

Recent counter data on the Remutaka cycle trail indicates that the number of visits to Cross Creek over the previous year were 76,428 and Lake Wairarapa 2088.<sup>9</sup>

Savings from decreased mortality rates were estimated at \$756,984 for domestic non commuters and \$146,166 for commuters based on 2015 usage data.<sup>10</sup>

**The Greytown Rail Trail** to Woodside is a scenic 5km walking and cycling track along an old railway line connecting Greytown's quieter streets to the nearest train station at Woodside. The trail reportedly has high usage by locals and visitors and receives high user satisfaction.

<sup>7</sup> Trails Wairarapa Trust combined presentation to Council 2015

<sup>8</sup> <http://www.huttcity.govt.nz/Your-Council/Projects/cycleways-and-shared-paths/Rimutaka-cycle-trail/>

<sup>9</sup> NZCT and BeCounted technology Ltd. Data selection is the year to 29 February 2020 to avoid the Covid19 impacts on March and April 2020. Includes all directions – return trip users will be double counted.

<sup>10</sup> MBIE (2016) Ngā Haerenga The Great Rides of the New Zealand Cycle Trails: Some Benefits in Relation to Costs (Statscience research)

Design and consenting are underway for the Tauherenikau Bridge<sup>11</sup> in South Wairarapa. When complete, the trail will link to the Woodside trail, thereby providing approximately 15 kilometres of trail linking Featherston to Greytown.

### Local recreation trails

Masterton has a network of approximately 15 kilometres of interconnected multi-use urban trails. These include Henley Lake and Wetlands, Lansdowne Trail, and Waipoua River Trail. Trails are predominantly lime with connections through footpaths.<sup>12</sup> Figure 4 provides the map of the current Masterton trail network.

### Road Use

Road use for cycling in Wairarapa exists across many of the quieter country roads often managed by local Councils. Improving the safety and amenity of cyclists is a stated objective of this plan.

Use of the State Highway 2 for cycling or other uses is not recommended.

**The Wairarapa Valley Cycle Way** connects Masterton with Wairarapa Moana (via Gladstone and Martinborough) and on to the Remutaka Cycle Trail or across to Featherston. The trail also heads north from Masterton on Route 52 towards Hawkes Bay, or connecting with the Tararua Traverse towards Palmerston North (sections currently closed).

The Wairarapa Valley Cycle Way is 67 kilometres long, takes approximately four to six hours to ride and is mostly on quiet backroads.<sup>13</sup> Feedback from local residents is that this road is not quiet, there is heavy use by logging trucks, and trail signage is not obvious. Cycle tour operators who use this road have indicated that clients have not been too negatively affected by these logging trucks to date.

<sup>11</sup> <https://greytownrailtrail.org.nz/news/chairs-update-on-the-tauherenikau-bridge-project-v1-0/>

<sup>12</sup> [https://wairarapanz.com/sites/default/files/image\\_library/PDF/Recreational%20Trails%20Brochure-min.pdf](https://wairarapanz.com/sites/default/files/image_library/PDF/Recreational%20Trails%20Brochure-min.pdf)

<sup>13</sup> [nzcyclerail.com](http://nzcyclerail.com)

**Figure 3.** The Heartland Ride from Masterton to Wairarapa Moana

**With stunning Wairarapa views, wine-tasting and plenty of rural charm, this is a pleasant touring route between Masterton and the Remutaka Cycle Trail.**

Heading southwest from Masterton, the trail passes through Gladstone and Martinborough, both known for their vineyards and country hospitality, while long stretches of quiet road will give you plenty of opportunity to soak up the panoramic views.

The trail ends near the shore of vast Wairarapa Moana (Lake Wairarapa), where it intersects with the **Remutaka Cycle Trail** at Western Lake Road. This road also leads north to Featherston town and the train to Wellington.

Source: NZcycletrail.com

### Bike parks

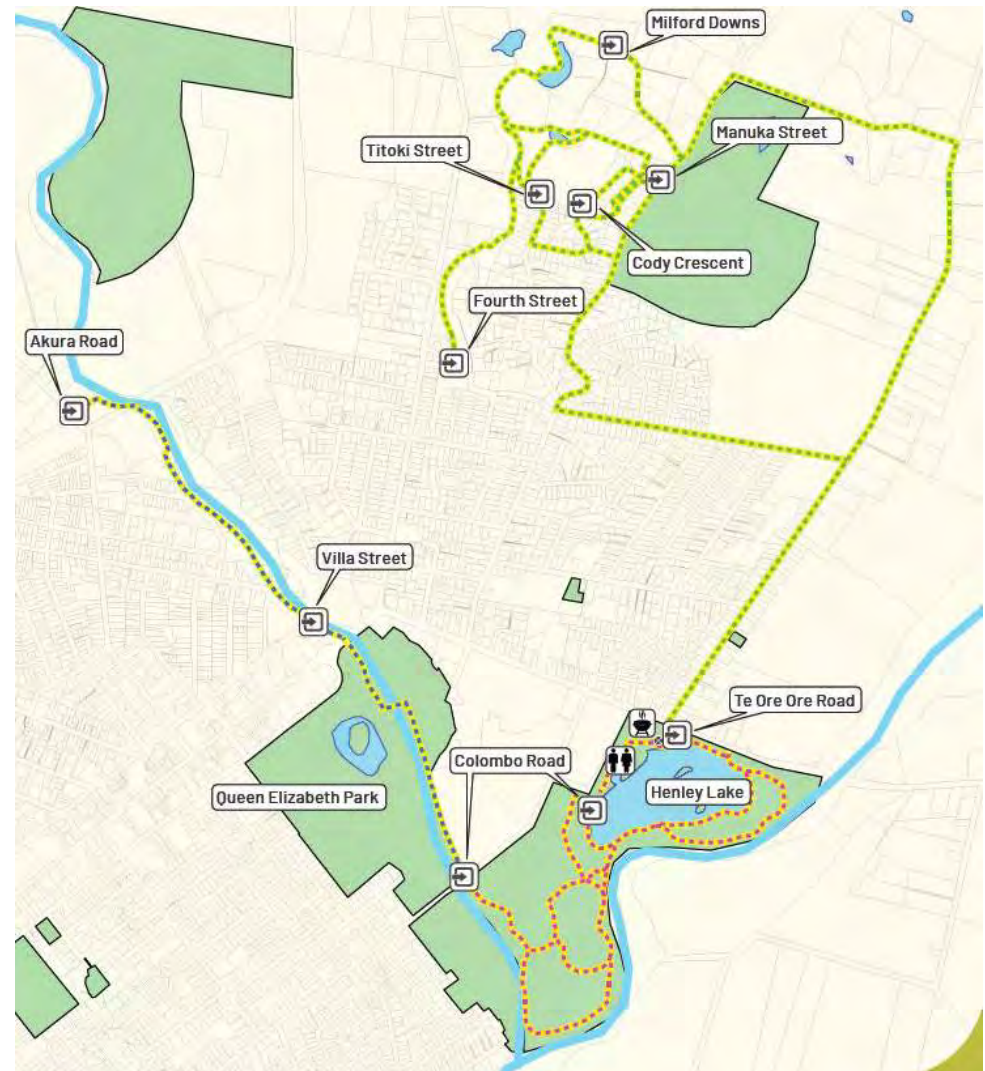
Rivenrock is a privately owned, purpose built and professionally designed mountain bike park for all levels of mountain bikers. Located close to Mt Holdsworth on a 500-acre farm with stunning views of the Tararua Ranges, the park has a network of trails to suit riders of all styles and ability with beginner, intermediate and advanced tracks.

Carterton Mountain Bike Park is located close to Carterton township on council owned land. It has over two kilometres of grade 3 trails and a small skills area. There is also a 3.7 kilometre ride up to Mt Dick summit on Department of Conservation land close by with views over the Wairarapa valley.

### Dedicated horse-riding park

Dalefield Horse Riding Park is a member only park nestled in Carterton District Councils Kaipatangata Forest Block. It is a safe, vehicle free space to enjoy a ride with friends with various trail options for approx 2-4hr rides.

**Figure 4.** Masterton urban recreational trail (existing)



## 3 The Strategic Alignment Framework

### 3.1 National Tourism Strategic Context

#### Tourism 2025 and Beyond

This provides a clear pathway towards a sustainable tourism industry for Aotearoa, New Zealand. It has been created by industry for industry and places the value firmly on communities, individuals, the environment, the economy and visitors. The vision for the framework is “Growing a sustainable tourism industry that benefits New Zealanders.”

The Framework has four key goals:

- Make sure our visitors are having great experiences
- Make sure our communities are happy with and benefitting from tourism
- Make sure our environment benefits from tourism
- Bring economic success.

#### New Zealand/Aotearoa Government Tourism Strategy

The Government wants tourism growth to be productive, sustainable, and inclusive. The goals of the New Zealand/Aotearoa Government Tourism Strategy are:

- Tourism supports thriving and sustainable regions
- Tourism sector productivity improves
- New Zealand-Aotearoa delivers exceptional visitor experiences
- Tourism protects, restores, and champions New Zealand-Aotearoa’s natural environment, culture, and historic heritage
- New Zealanders’ lives are improved by tourism.

### 3.2 Land Managers, Tourism Organisations and Regulatory Agencies

**A full list of relevant plans and agencies is contained in Appendix A.**

#### Destination Wairarapa

Destination Wairarapa is the Regional Tourism Organisation (RTO) for the Wairarapa. The role of the RTO is to attract more visitors to stay longer and spend more – growing Wairarapa’s tourism revenue while shallowing the low to high season troughs.<sup>14</sup>

The role also includes working with operators to improve their offer and to grow their businesses.

#### WellingtonNZ

WellingtonNZ is the Regional Tourism Organisation (RTO) and the greater Wellington Region’s economic development, events, and promotions agency responsible for the marketing of the Greater Wellington region as a destination to visit, stay, live and play. They receive funding from both the Wellington City and Greater Wellington Regional Council. The organisation supports businesses to build capability, invests in events to host, runs civic venues for the city of Wellington and is also responsible for destination development and marketing.

<sup>14</sup> Wairarapanz.com – Destination Wairarapa Website.

## District Councils – South Wairarapa, Carterton and Masterton

The District Councils are the regulatory and policy unit of local government with the land management and economic development responsibilities for their districts. They deliver a range of services to the community and within Wairarapa work closely on matters of mutual interest.

## Greater Wellington Regional Council

Greater Wellington Regional Council has eight territorial authorities within its boundaries. Greater Wellington Regional Councils responsibilities include the management of natural resources for the benefit of the whole region, essential community services such as land-use and river management. Various Acts of Parliament such as the Local Government Act 2002 and the Resource Management Act 1991 provide the council with a framework for its activities.

## Department of Conservation

The Department of Conservation (DOC) plays an important role within Wairarapa both for the tourism industry and the broader community. DOC manages significant reserves in Wairarapa for both conservation values and for visitors to enjoy nature and culture.

## Waka Kotahi (New Zealand Transport Agency)

Waka Kotahi are accountable for among other things, maintenance of the State Highway system. For the WFTTN, Waka Kotahi is particularly important as the manager of State Highway 2 – running through four of the five towns in Wairarapa. State Highway 53 also runs from Featherston to Martinborough and is managed by Waka Kotahi.

Waka Kotahi also provides national cycle and trail strategy works.

## KiwiRail

KiwiRail is the National rail authority moving approximately 25% of New Zealand's exports and transporting more than one million tourists, while also enabling over 34 million commuter journeys each year.<sup>15</sup>

Importantly KiwiRail have control over the rail line and easement that dissects Wairarapa from Featherston to Masterton. The train is vital for Wairarapa for a freight and passenger service linking Wellington to the region.

## 3.3 District Councils

Long-term plans (LTPs) set the direction for council's budgets over 10-year periods. Councils must prepare LTPs every three years, in consultation with local communities. Annual Plans outline the short-term specifics that are needed in order to achieve LTPs, and identify the activities, and resource required to deliver the plans and where those resources might come from.

Plans are drawn from council strategies which can include Path and Trail strategies and plans, as well as stakeholder and community input.

<sup>15</sup> [Kiwirail.co.nz/what-we-do](https://www.kiwirail.co.nz/what-we-do)

### 3.4 Wellington Regional Trails for the Future

The framework<sup>16</sup> provides the culmination of collaboration between the following:

- Kāpiti Coast District Council
- Porirua City Council
- Wellington City Council
- Hutt City Council
- Upper Hutt City Council
- Carterton District Council
- Masterton District Council
- South Wairarapa District Council
- Greater Wellington Regional Council
- Department of Conservation (Regional branches)
- WellingtonNZ

The plan is also supported by Destination Wairarapa and several other agencies and community groups.

The plan forms a framework for prioritising the trails of the region – both existing and planned. Trails are classified into three categories as show in Figure 5.

The plan stipulates that success will be achieved when all partners work towards delivering the recommended actions with the outcome being for visitors and residents having trail-based experiences in the region’s outdoors and other great attractions through the trail network.

**Figure 5.** Trail Categories

#### Signature Trails

A small number of outstanding trails that attract visitors and achieve recognition for the region as a trail destination and provide a focal point for regional residents.

#### Regional Trails

Significant trails that form the core of the trail network and provide quality experiences for residents and visitors and attract users more familiar with the area or wanting less popular experiences.

#### Local Trails

Trails that primarily service local communities. Local trails are important for everyday health, wellbeing, connectivity, and amenity

The plan’s principles, vision and actions have driven the development of this Master Plan, with the Wairarapa Five Towns Trail Network listed as a signature trail.

The vision for the Wellington Region’s trails is:

**“Connecting our people with inspiring adventures”**

<sup>16</sup> Wellington Regional Trails for the Future. 2017. TRC Tourism for Wellington City Council

To achieve the vision, the following principles have been adopted.

<p><b>ACCESSIBILITY</b></p> <p>Trails are easily reached by residents and visitors and provide opportunities for a range of demographics and abilities and user types.</p>	<p><b>COMMUNITY BENEFIT</b></p> <p>Trails meet community health and wellbeing needs and aspirations and complement and promote the region's lifestyle and vibrant culture.</p>
<p><b>COLLABORATION AND CONSISTENCY</b></p> <p>Trail managers, industry and communities collaborate in delivering trails experiences in a consistent manner throughout the region.</p>	<p><b>CONNECTIVITY</b></p> <p>There are appropriate connections to communities and visitor hubs and between trails to enable a range of trail experiences and journeys.</p>
<p><b>DIVERSITY</b></p> <p>The regional trails network offers a range of different opportunities and events for residents and visitors, with a number of leading, world's best experiences.</p>	<p><b>IMPORTANCE OF RESOURCING</b></p> <p>Adequate resourcing of trail development and management is needed for a quality, sustainable trail network</p>
<p><b>ECONOMIC CONSIDERATION</b></p> <p>Opportunities are realised for trails to support growth in regional visitation, tourism yield, business, jobs and attracting people to live in the region.</p>	<p><b>EVIDENCE BASE</b></p> <p>Effective monitoring and evaluation is undertaken to assist sustainable management and adaptation to future changes.</p>
<p><b>NATURE AND CULTURE</b></p> <p>Trails showcase, interpret and conserve the region's distinctive landscapes and natural and cultural assets.</p>	<p><b>QUALITY INFRASTRUCTURE</b></p> <p>Trails are fit-for-purpose and developed and managed for safe, enjoyable and sustainable use.</p>
<p><b>SUSTAINABILITY</b></p> <p>Long term environmental, social, economic and cultural considerations are taken into account in trail planning, development and management.</p>	<p><b>STEWARDSHIP AND RESPONSIBLE USE</b></p> <p>The community, user groups and industry are engaged in improving and caring for trails. Trails are used in a responsible manner with respect for the safety and needs of all users.</p>

The framework makes the following recommendation regarding the Wairarapa Five Towns Trail Network:

**Why it Meets the Signature Trail Criteria:**

While currently in development and planning phase, this has the potential to be a significant new experience readily accessible from Wellington City and offering a great experience for the Wairarapa. It will provide for short breaks and Wellingtonians wanting overnight or weekend stays and will eventually link the scenic and food and wine rich Wairarapa region to the Remutaka Cycle Trail.

**What Needs to be Done:**

The Five Towns Trail Trust will provide a strong leadership role in planning and development of the trail.

Bridge infrastructure is key to crossing the rivers, and some other trail work and road alignment will be required.

Promotion will occur through Destination Wairarapa and WellingtonNZ Destination and Marketing.



## 4 Developing Great Trails and Trail Destinations

### 4.1 Who Uses Trails

Trails can be designed for various users.

Trails provide outdoor recreational opportunities for local communities, contribute to health and wellbeing, and provide valuable and safer commuting alternatives.

Trails can cater for tourism in the form of leisure visitors, visiting friends and family, corporate team building and incentives, and events attracting participants. There is often an opportunity to provide interpretation and education in areas of natural, cultural or historical value along the trail.

Trail users anticipate ease of information and planning, access, high quality regularly maintained infrastructure, facilities and services, and complementary packaged options including accommodation, food and beverage, shuttle transfers, and other value-add activities. It is important that the user experience is central to each element of trail design and management.

The desire to experience more of a destination at a relaxed and unhurried pace is making a comeback. Advancing technologies, busy lives and time-starved people translates to another trend where travellers opt for “slow travel”. That is, they want to travel less and see more, rather than packing in as many places to visit in a short space of time. As trails can be broken into smaller and more manageable sections to complete, this can also encourage visitors to stop, stay, spend and return. Visitors are also seeking genuine engagement with local people and learning about or experiencing their way of life.

Research on the Ngā Haerenga; New Zealand Cycle Trail in 2015 found that:

- around 1.3 million people used the 22 Great Rides
- around 86.5% of users were New Zealanders and 13.5% were international visitors
- about 83% were cyclists and walkers and about 17% commuter cyclists of all ages who used the trails in a variety of ways
- the ratio of cyclists to walkers/runners is 70:30 per cent (as estimated by trail experts)<sup>17</sup>
- the domestic visitors using these trails tended to be families and younger people on weekends and people in older age groups during the week.<sup>18</sup>

More recent counters installed on the trails are now able to differentiate between mode.<sup>19</sup> Some percentages are provided in the local trails and case studies sections of this report.

Collecting information on trail users (e.g., numbers, mode, demographics, spend) is hugely valuable in the ongoing planning and development of trails.

<sup>17</sup> MBIE (2016) Ngā Haerenga NZ Cycle Trail Evaluation Report

<sup>18</sup> Ministry of Business, Innovation & Employment (2013). Nga Haerenga – The New Zealand Cycle Trail Evaluation Report.

<sup>19</sup> NZCT and Be Counted Technology Ltd

## 4.2 Benefits of Trail Use

Many community groups and businesses are now recognising that their local trail is a substantial piece of infrastructure that they can obtain additional benefits from. For example:

### Community & Social Benefits

Providing opportunities for families, friends, and the broader community to interact together enriching quality of life and developing community pride.

### Economic Benefits

Increased tourism revenues, greater business investment and enhanced property values.

### Educational Benefits

Providing an outdoor classroom for physical activity, sport, nature, culture, and history.

### Environmental Benefits

Understanding of our natural heritage and encouraging stewardship of the environment.

### Health & Fitness Benefits

Improved health and physical well-being for both individuals and communities, reduced health care costs and enhanced productivity.

### Heritage & Cultural Benefits

Recognition and respect for Indigenous culture and historical values.

Taking the New Zealand Cycle trail evaluation 2015 as an example, for every dollar spent on the trails, it was estimated that there was approximately \$3.55 of annual benefits generated, a cost benefit assessment ratio of 1:3.55.<sup>20</sup>

<sup>20</sup> MBIE (2016) Ngā Haerenga The Great Rides of the New Zealand Cycle Trails: Some Benefits in Relation to Costs (Statscience research)





### 4.3 Characteristics of great trail networks

While a destination may have a world class trail, it is the combination of trails and overall visitor experience that creates a trails destination that residents are proud of and visitors seek out.

The characteristics of what makes a great trail include:

- Clear point of difference for the trail experience that is well communicated through marketing
- High market profile within the destination
- Complementary nature/culture/historic based attractions, products, and infrastructure in the region
- Opportunities to stop and explore are key attractions offered by the trail
- Ability to cater to both independent and guided walkers / riders
- An experience that offers a level of exclusivity and avoids high volume nodes or trails
- A quality, seamless experience with ease of information, booking and accommodation
- Level of challenge and distance that is geared to consumer preferences

The influencing features when choosing and planning to ride a trail include<sup>21</sup>:

- Spectacular landscapes and scenery
- Easy access to practical information converting general interest into actual participation
- Trail passes cafes/ restaurants / vineyards to stop at
- Passes through towns you can stop and explore
- Follows historic routes
- Offers trail features such as suspension bridges
- Itineraries that combine days of cycling with days doing other activities
- Preference for off-road routes

In the case of Wairarapa, the features that make the region special include the rivers, wineries, and village like atmosphere that make the region so liveable.

<sup>21</sup> New Zealand Cycle Trail Inc presentation 2016 and TRC Tourism market research

## 4.4 Trail Markets for Wairarapa

This section of the master plan articulates the likely user markets for the WFTTN. The markets are deliberately kept at a broad level, as the purpose of determining the market segments is to aid in the development of the network. The network sections are also determined through geography and the constraints and opportunities that the landscape and existing towns provide. This includes such elements as the potential river crossings of Wairarapa’s main rivers.

The following table divides users into visitors and residents/Wairarapa community members and describes each market segment.

**Table 3.** Table of users and their experience needs and preferences

MARKET	DESCRIPTION	EXPERIENCE NEEDS AND PREFERENCES
<b>Regional Residents</b>		
<b>Walkers and Hikers</b>	<ul style="list-style-type: none"> <li>‣ Wide range of users and ability levels including people using trails for exercise, walking their dog, commuting, relaxation and leisure activities.</li> <li>‣ Some groups using shared trails, rail trails and local paths, some seeking nature and adventure experiences in the region’s outstanding scenery and visitor attractions.</li> </ul>	<ul style="list-style-type: none"> <li>‣ Safe short trails for daily use.</li> <li>‣ A range of all-ability access trails.</li> <li>‣ Short to long trails for weekend leisure activities both close to town centres and within easy travel from home. Appealing destinations including wineries. Linked to nearby activities, attractions.</li> <li>‣ Short to long trails in a variety of locations at a range of distances.</li> <li>‣ Accessible trailheads with adequate parking and facilities including toilets.</li> <li>‣ Regional residents often seek areas away from the busy tourism hot spots in peak periods to continue to enjoy their local area highlights. Wairarapa has a variety of trails that can be used when some areas are busy (i.e., Greytown and Martinborough are often busy).</li> </ul>
<b>Trail Runners</b>	<ul style="list-style-type: none"> <li>‣ People running on trails for exercise, training for events and for adventure.</li> </ul>	<ul style="list-style-type: none"> <li>‣ Range of short and long trails in and near town areas, parks, and reserves, and along river corridors</li> <li>‣ Challenging backcountry trails for extended running (outside the scope of this brief).</li> <li>‣ Connected trails suitable for running events into the future including a possible Five Towns events.</li> <li>‣ Range of participative and competitive trail running events.</li> </ul>
<b>Road Cyclists</b>	<ul style="list-style-type: none"> <li>‣ Generally, people riding for fitness and social interaction with like-minded cyclists.</li> </ul>	<ul style="list-style-type: none"> <li>‣ Ride on road and in packs or bunches</li> <li>‣ Safer roads and road verges – this group generally does not ride on trails</li> <li>‣ Smoother surfaced roads as the style of bike leans toward more expensive road bikes with narrow tyres</li> <li>‣ Adequate distance between coffee and food stops that varies between 20 and 40 kms</li> <li>‣ The Wairarapa Five Towns Trail Network is generally not designed for road riders.</li> </ul>
<b>Leisure Cyclists</b>	<ul style="list-style-type: none"> <li>‣ Wide range of users and ability levels including people cycling for exercise, commuting, relaxation and leisure activities and touring.</li> <li>‣ This group generally includes ‘road riders’</li> </ul>	<ul style="list-style-type: none"> <li>‣ Safe cycling on shared use trails for daily use.</li> <li>‣ Short to long cycle trails for weekend leisure use both close to population centres and at visitor hubs within easy weekend travel from home. Appealing destinations. Linked or nearby activities, attractions, and accommodation such as wineries, cafes and good food.</li> <li>‣ Some may require bike hire or transport services.</li> <li>‣ Accessible trailheads with adequate parking and facilities such as the Greytown to Woodside Rail Trail.</li> <li>‣ Would consider riding one way and returning on the train subject to train timetables and trail locations.</li> </ul>

MARKET	DESCRIPTION	EXPERIENCE NEEDS AND PREFERENCES
<b>Mountain Bikers</b> (Use of a purpose-built mountain bike on purpose-built trails, shared trails, or other off-road trails.)	<ul style="list-style-type: none"> <li>Children and families seeking a safe entry level or skills development experience.</li> <li>Riders in the young adult to middle age groups.</li> <li>Experienced local riders who have ridden for many years in the region, and who continue to contribute to the trail network through building, maintenance, and other activities.</li> </ul>	<ul style="list-style-type: none"> <li>Trails and bike parks accessible from population centres and together offering a range of trail types.</li> <li>Inter-connected trail networks offering a range of difficulty levels and technical challenges. Ideally offering at least a day's riding.</li> <li>Skills parks and technical trails.</li> <li>Participative and competitive events.</li> <li>Trailheads with appropriate facilities including car parking, bike wash-down, food services, shuttle transport.</li> <li>A range of trails accessible for shorter 1 to 4 hour rides near places of work and living. Trails generally for the local user market although will travel more broadly to key trails regionally and will travel nationally for longer weekend breaks and short holidays.</li> <li>Some feature rides that might include long descents, well designed and constructed features, outstanding scenery, and other features.</li> <li>Diversity of offerings.</li> </ul>
<b>Horse Riders</b>	<ul style="list-style-type: none"> <li>Likely to be members of local horse-riding clubs</li> <li>Independent riders riding with family groups or other friends.</li> </ul>	<ul style="list-style-type: none"> <li>Bridle trails accessible from horse agistment areas/ equestrian centres or with adequate horse float parking and unloading facilities.</li> <li>Further dedicated bridle trails with the appropriate facilities.</li> </ul>
<b>Domestic Visitors</b>		
<b>General Visitors</b>	<ul style="list-style-type: none"> <li>People on a holiday or visiting friends and relations.</li> <li>For Wairarapa, this is likely to be shorter easy to access trails near the towns of Wairarapa, or close to Wairarapa Rivers or other scenic features.</li> </ul>	<ul style="list-style-type: none"> <li>Trails of different types to or at points of interest suited to a range of abilities.</li> <li>Something different to do while on holiday.</li> <li>Equipment and bike hire.</li> <li>Short-guided tours.</li> <li>Easily available information and packaged tours/product to provide the experience in an easily accessible way.</li> <li>Picnic and toilet facilities close to the trail so that the stop can be an enjoyable one and made easy for them.</li> </ul>
<b>Soft Adventure</b>	<ul style="list-style-type: none"> <li>Families, adult couples, and retired people seeking trail activities of one or more days in duration.</li> <li>Some may visit the region specifically to undertake a particular trail.</li> </ul>	<ul style="list-style-type: none"> <li>Trails packaged for journeys of one or more days.</li> <li>Guided or self-guided tours or packages, accommodation, linked activities.</li> <li>Mountain bike parks with variety and/or iconic rides.</li> <li>Transport, accessible trailhead, equipment, and bike hire.</li> <li>Good pre-trip information and booking.</li> <li>Engaging, immersive interpretation.</li> <li>Generally good facilities nearby for food and beverage after completing the trail adventure.</li> </ul>

MARKET	DESCRIPTION	EXPERIENCE NEEDS AND PREFERENCES
<b>Mountain Bikers</b>	<ul style="list-style-type: none"> <li>‣ Riders in the young adult to middle age groups plus active families who may visit the region specifically to ride a particular trail or bike park.</li> <li>‣ Club members on trips.</li> </ul>	<ul style="list-style-type: none"> <li>‣ Trail networks and bike parks that offer a range of trail type and difficulty levels.</li> <li>‣ Iconic and challenging rides.</li> <li>‣ Multi day epic trail with support services to make experience more accessible.</li> <li>‣ Trailheads with appropriate facilities including car parking, bike wash-down, food services, shuttle transport.</li> <li>‣ Bike hire and repair services.</li> <li>‣ Good pre-trip information and booking.</li> <li>‣ Accommodation and transport that is bike friendly, allowing for washing, storage, and access to bikes.</li> </ul>
<b>Education Groups</b>	<ul style="list-style-type: none"> <li>‣ Schools, outdoor education, and youth groups from within and near the region.</li> </ul>	<ul style="list-style-type: none"> <li>‣ Guided or self-guided walking, tramping, cycling, mountain biking or horse-riding experiences that offer environmental or cultural learning, outdoor skills development, challenge, and team building opportunities.</li> <li>‣ A range of trails will be needed suited to different ages and skills.</li> <li>‣ Nearby accommodation and education facilities suited to school and youth groups. A number of educational ‘camps’ provide some basis for exploring outwards from these.</li> <li>‣ Trails experiences may be part of longer learning products or packages.</li> <li>‣ Good pre-trip information and booking.</li> <li>‣ Engaging, immersive interpretation.</li> </ul>
<b>International Visitors (Noting the impacts of COVID- 19 on international markets may mean these groups do not impact the network for some years post 2021.)</b>		
<b>Cycle/ Mountain Biking Tourists</b>	<ul style="list-style-type: none"> <li>‣ Mainly visitors from Australia, UK, USA, Germany, Canada, Netherlands aged from young adult to people in their 50’s and 60’s, travelling alone or with a partner.</li> </ul>	<ul style="list-style-type: none"> <li>‣ Iconic and challenging rides and trail journeys.</li> <li>‣ Outstanding trail networks and bike parks that offer 2 to 3 days riding and a range of trail type and difficulty levels.</li> <li>‣ Multi day trail with support services to make experience more accessible.</li> <li>‣ Trailheads with appropriate facilities including car parking, bike wash-down, food services, shuttle transport.</li> <li>‣ Bike hire and repair services.</li> <li>‣ Accommodation and food and beverage appropriate for people travelling long distances for an outstanding experience.</li> <li>‣ Good pre-trip information and booking.</li> <li>‣ Signature events.</li> </ul>







## 5 The Future of Trails in Wairarapa

### 5.1 Vision, Principles and Goal

#### VISION

“Wairarapa Five Towns Trail Network is recognised as a must do in Wairarapa – the best way to experience and connect with our people and places.”

Wellington Regional Trails Framework Vision:

**Connecting our people with inspiring adventures**

#### GUIDING PRINCIPLES

The following guiding principles will apply to future work designed to grow and improve the WFTTN. While developed specifically for Wairarapa, they align with the principles contained within the Wellington Regional Trails Network.

<b>Market Driven</b>	<b>Connected and Accessible</b>	<b>Brand Aligned and Deliver on Positioning</b>	<b>Benefiting the Community</b>	<b>Sustainable</b>	<b>Quality</b>	<b>Collaborative Governance and Resourcing</b>
<p>The development of trails must meet the needs of identified broader markets.</p> <p>The predominant market need is for grade 1 and grade 2 off-road trails that are relatively flat, open, and accessible.</p>	<p>Trails must be easily accessible to residents and visitors alike.</p> <p>Trails connect with each other providing loops and avoiding end to end experiences.</p>	<p>Trail design and location delivers on the brand and positioning for Wairarapa.</p> <p>Storytelling and connecting the villages and experiences with a design that reflects Wairarapa.</p>	<p>Trails meet community needs including providing access to community assets, connecting people and delivering opportunities for improved health, well-being and economic development.</p>	<p>The trail and associated facilities should exemplify sustainable practices including use of materials, energy efficiency in building and toilet operations.</p>	<p>The trail and associated facilities and infrastructure must be built on the principles of quality and consistency across trail managers – to match the natural and cultural experiences on offer in Wairarapa.</p>	<p>The trail network will be collaboratively governed between the trail partners.</p> <p>Partners agree to resource the network appropriately.</p>

#### GOAL

**To grow the community wealth through developing outstanding trail-based experiences, and to provide for improved liveability and health outcomes for residents and visitors alike.**

The implementation of the vision and goals will be aligned to the principles outlined above and will be in accordance with the delivery framework outlined in this document as section 11 and as summarised below.



## 5.2 Strengths, Weaknesses, Opportunities and Threats

The current most important strengths, weaknesses, opportunities and threats are provided below and are derived from stakeholder engagement, and expert opinion including evidence collected as part of this master plan development.

### Strengths

- Wairarapa people, places, stories and landscapes lend themselves to the trail network development
- The river system of Wairarapa is a standout feature
- The proximity to Wellington provides a potential visitor market
- Willingness to work together among Government and the community to develop the network (i.e., WTAG)
- The train provides commuting and visitor access that other destinations do not have
- The five towns each have their own character and are in close proximity

### Weaknesses

- Working through project leadership and implementation
- Narrow roads and vehicle/truck speeds limits use of many Wairarapa roads for recreational purposes
- Some strategic parcels of land for trail corridors may not be available due to landowner consent issues
- Lack of paper roads in some parts of Wairarapa where trail corridors would be ideal
- Developing a consistent experience throughout Wairarapa
- Ongoing sustainable funding models for longer term trail planning and maintenance
- Accommodation availability in peak periods

### Opportunities

- PSGEs, Rūnanga, Hapū and Marae involvement
- Getting a higher level of cooperation between TAs in Wairarapa
- Using the infrastructure for events and festivals
- Activating the trails with art, music, food wine and other activities
- Activating volunteerism in communities based around trails
- Link in with GWRC and KiwiRail with land use agreements
- Integration of this plan with Wairarapa's new DMP
- Economic growth as a result of the trail network (i.e., jobs)

### Threats

- Other destinations more rapidly advance trails and experiences
- Access to private land prevents strategic corridors being developed
- Funding from TAs and central government may not evolve
- Ownership or governance of trails cannot be resolved / fails
- Climate change impacts including erosion and flooding
- External impacts on the visitor economy and / or the community
- The development timeframe for the network may be longer than ideal

### 5.3 What makes Wairarapa Unique?

The following word cloud is a result of the words and themes from stakeholder engagement on the unique aspects of Wairarapa. It provides a strong reference to what a sub-set of the community feel makes Wairarapa unique when designing the network.

**Figure 6.** Word Cloud Taken from Stakeholder Engagement









## 6 Guidelines and Standards

### 6.1 Design Guide

The [New Zealand Cycle Trail Design Guide](#) provides a comprehensive description of trail design and construction standards and should be referred to as the primary resource for trail design, facility provision and trail treatment.

Grade 1 trails as defined in the guidelines generally have requirements as shown in Table 4 below. Generally, Signature Trails will be Grade 1 aligned to the markets likely to be using the trails. Experience Loops and Trails will generally be constructed to a minimum Grade 2 standard. In some places, and where demand or physical space permits, Grade 1 standard may be constructed.

**Table 4.** NZ Cycle Trail Design Guidelines – Grade 1 & 2



#### GRADE 1. DESCRIPTION

**Description:** Flat, wide, smooth, trail. Trail feels safe to ride. Ideal as a first ride for non-cyclists, and those wanting an easy gradient or experience. Trail allows for cyclists to ride two abreast most of the time and provides a social component to the ride. Cyclists will be able to ride the total distance of the trail without dismounting for obstacles.

**Gradient:** 0-2 degrees for at least 98% of trail; between 2 and 3 degrees for no more than 100 metres at a time, and between 3 and 4 degrees for no more than 10 m at a time. If the track is designed and promoted to be ridden predominantly in one direction, then the downhills can be steeper (up to 4 degrees for up to 100m). Sealed trails can be steeper (same as the equivalent Grade of on-road trail; see Table 13).

**Width:** ‘Double trail’ preferred = 2.5 m to 4 m for 90% of trail, where cyclists may ride side by side. ‘Single trail’ width of 1.5 m, with 1.2 m minimum. Horizontal clearances as in Section 3.4.

**Radius of turn:** 6 m minimum to outside of turn.

**Surface:** Compacted/stabilised base course, under a top coarse aggregate of maximum AP20 mm. The surface shall be smooth and even, and easy to ride in all weather conditions.

**Watercourses:** All water courses bridged

**Bridge Width:** Recommended bridge width of at least 1.5 m, absolute minimum width of 1.2 m with handrail/barrier to fall. The approach should be the same width as the structure for 10 metres.

**Obstacles:** None. No stiles. Cattle stops should preferably be at least 1.5 m wide, and minimum 1.2 m wide.

**Length:** 3.5-4.5 hours/day (30-50 km/day).

**Barriers/Guard rails:** Areas such as bluffs or bridges where a fall would result in death or serious harm require hand-rails.

#### GRADE 2. DESCRIPTION

**Description:** Some gentle climbs, smooth trail. Suitable for confident beginner riders, the trail is predictable with no surprises. Social component with riders able to ride side by side at times, but possibly large sections of single trail.

**Gradient:** 0-3.5 degrees for at least 95% of trail; between 3.5 and 5 degrees for no more than 100 metres at a time, and between 5 and 6 degrees for no more than 10 m at a time. If the track is designed and promoted to be ridden predominantly in one direction, then the downhills can be steeper (up to 8 degrees). Sealed trails can be steeper (same as the equivalent Grade of on-road trail; see Table 13).

**Width:** Between 0.9 m and 1.5 m for single trail and minimum 2.2 m for double trail sections with adequate clearances. Horizontal clearances as in Section 3.4.

**Radius of turn:** 4 m minimum with at least 5 m desirable to outside of turn.

**Surface:** Compacted/stabilised base course, under a maximum top coarse aggregate of maximum AP30 mm. The surface should be smooth and easy to ride in all weather conditions.

**Watercourses:** Watercourses bridged, except for fords with less than 100 mm of water in normal flow, which can be easily ridden. Surface should be as smooth as adjacent trail.

**Bridge Width:** Recommended bridge width at least 1.5 m, minimum width of 1.0 m with handrail/barrier to fall. The approach should be the same width as the structure for 10 metres.

**Obstacles:** Some rocks/roots/ruts that can either be avoided or are less than 50 mm high. No stiles. Cattle stops should be minimum 1.2 m wide.

**Length:** 4-5 hours/day (30-50 km/day).

**Barriers/Guard rails:** Areas such as bluffs or bridges where a fall would result in death or serious harm require hand-rails.

## 6.2 Trail Design and Construction

The following general trail design options are recommended. Further details on these options can be found in the New Zealand Cycle Trail Design Guide. **They are listed in priority order, with off-road trails being the most desirable trail option through to on-road being the least desirable.**

### TREATMENT 1: OFF-ROAD TRAIL (ADJACENT LAND USE)

Where a trail cannot be formed in the road reserve it may be possible to locate a trail on adjacent private land with the cooperation of the landowner.

A trail adjacent to (but not within) the road corridor will generally follow the road corridor but be physically separated from the road to provide improved safety and a more pleasant experience for trail users. For this reason, off-road trails are the preferred option for the trail route.

Establishing an off-road trail may involve negotiation of an easement or assistance with improvements to benefit the landowner such as fencing or exchange of road reserve to provide a mutual benefit.

Where an off-road trail is provided it must be formed to high standard and meet all the requirements for grades and surface treatment. Ideally the off-road option will provide a significant benefit to trail users otherwise cyclists will continue to use the road if the off-road option involves more effort or increased travel time.

Safety of trail users is considered paramount in trail design and construction. Grade 1 and Grade 2 trails must endeavour to provide a safe corridor that includes relevant design guidelines for road crossings, fences, bollards and other trail furniture and infrastructure.

Several of the intended user markets for the WFTTN including families seek off-road trails for safety and it is often a pre-determinant of whether they will use the trail.

The trail should be separated from the road as much as possible. The trail route should allow additional space when re-entering the road corridor to allow for the trail to be perpendicular to the flow of traffic to increase visibility.

Figures 7 and 8 provides a visualisation of the treatment through a similar landscape to Wairarapa.

**Figure 7.** Visualisation of off-road trail adjacent to a road reserve



Source: TRC/Xyst 2021

Figure 8 provides a schematic cross section and drawing of the typical off-road trail section (where it is located on private property in this case).

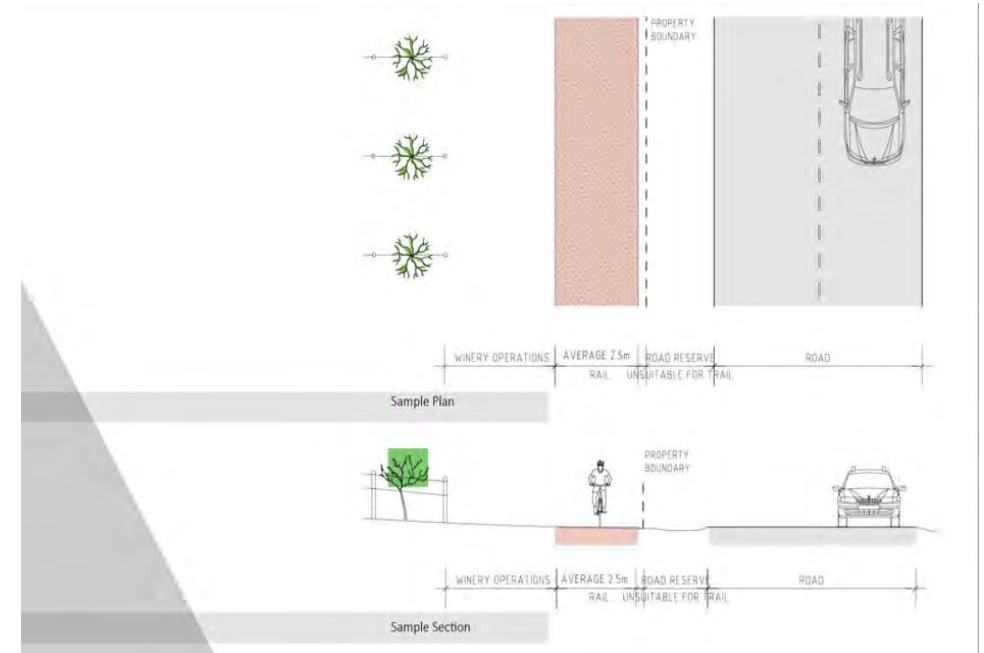
**Figure 8.** Visualisation of an off-road trail on a stopbank



Source: TRC/Xyst 2021

Figure 9 below provides a second visualisation of an off-road trail on a stopbank.

**Figure 9.** Off-road trail on adjacent private property



Source – TRC Tourism 2021

## TREATMENT 2: OFF-ROAD TRAIL WITHIN ROAD CORRIDOR

Where there is sufficient room within the road corridor and an option on adjacent land cannot be provided, an off-road trail within the road corridor can be considered.

As with treatment 1, an off-road trail must be formed to high standard and meet all the requirements for grades and surface treatment. Ideally the off-road option will provide a significant benefit to trail users otherwise cyclists will continue to use the road if the off-road option involves more effort or increased travel time.

Figure 10 shows a picture of a typical off-road trail beside a road on a road reserve, and Figure 11 shows the schematic for this treatment.

**Figure 10.** Off-road trail on road reserve – typical treatment



Source – Xyst/TRC Tourism 2021

**Figure 11.** Schematic drawing of off-road treatment beside a road within a road reserve.



Source – Xyst / TRC Tourism 2021



## TREATMENT 3: PRIVATE ROAD / TRAIL (SHARED DRIVEWAYS ETC)

Where private roads are formed that serve farms, businesses or residential properties, shared use of the private road may be considered where this option is supported by the landowner.

There may be a need to consider improvements to grade or surface to meet the specific needs of cyclists and consideration needs to be given to other use of the private road/driveway such as farm machinery and stock. Clear wayfinding and signage are necessary to ensure trail users are aware the trail is shared with other users and do not encroach on private property where they are not permitted.

Figure 12 below shows a typical private driveway access and use of that trail while Figure 13 shows a cross section of the same treatment.

**Figure 12.** Typical Use of a private driveway or shared road.



**Figure 13.** Shared driveway cross section



Source TRC 2021

## TREATMENT 4: ON-ROAD TRAILS

The least desirable option for a trail route is to place cyclists/and or pedestrians within the road carriageway. While cyclists may be comfortable with this option for short distances it is not desirable given the overall objectives and vision of the trail network. Pedestrians in particular will be uncomfortable given the safety aspects of walking on the road edge.

Nonetheless there may be occasions where it is necessary for the trail to be routed along an existing road for short sections or while an alternative off-road option is being considered/developed. The speed and volume of traffic on the road will dictate the feasibility of this option.

In rural settings where local roads are narrow and have low volumes of low-moderate speed traffic with good sight lines, sharing the road with trail users may be feasible subject to a specific safety assessment and local improvements such as signage. This option should only be used where there is no other practical alternative.

Figure 14 below provides an illustration of the use of quiet roads for shared use, while Figure 15 shows a cross section of the on-road trail.

**Figure 14.** On-road use



**Figure 15.** On-road trail cross section





In urban settings, routing the trail on-road may be suitable as the road may already contain a formed footpath and no special physical measures are needed if motor vehicle operating speeds and traffic volumes are low. Route signage and wayfinding techniques can be used to direct trail users and make use of existing road infrastructure such as pedestrian crossings or pedestrian refuges. Where motor vehicle speeds are higher, consideration will need to be given to specific traffic devices such as a marked cycle lane.

Figure 16 below shows a typical on-road cycle lane noting the absence of provisions for safe use by pedestrians.

**Figure 16.** On-road flush cycle lane.



Source Xyst 2021.

Figure 17 below shows a separated and shared footpath/cycle path through a town.

**Figure 17.** Separated shared footpath/cycle path



Source Xyst 2021

## 6.3 Trail Infrastructure

A variety of trail infrastructure is required as part of trail development. Trail infrastructure is required to:

- protect the trail assets (fencing, motorbike squeeze points)
- protect the environment (toilets, waste facilities, wash stations)
- improve safety (fencing, barriers, chicanes)
- guide trail users (signs, wayfinding)
- enhance the experience (car parking, drinking fountains, bike cleaning/repair, bike pumps, interpretation signs etc)

### Trail Heads

Trail heads are key sites that set the scene for the quality of the trail and experience for trail users. Typical assets at trail heads include (and shown in the Figure below):

- car parking (extent of parking subject to traffic assessment/demand) including accessible parking
- toilets (including accessible toilet unit)
- orientation and direction signs
- combined bike/footwear wash station/repair station
- shelter
- vehicle control (gate/bollard/motor bike squeeze point)
- drinking fountain (including dog bowl)
- landscaping.

**Figure 18.** Trail head at Te Mata Peak incorporating toilets, car park and signs etc.



Source: Xyst 2021

Development costs for trail heads will vary widely and will largely be driven by the extent of car parking provided and surface treatment of car parks (e.g., gravel or asphalt).



## Toilets

Toilet facilities for trails typically need to include a waste holding or waste treatment system due to the remote location of facilities. Prefabricated units are widely used as they provide a turnkey solution that are designed to be robust yet attractive and meet all building standards and accessibility requirements. Prefabricated units provide for a high degree of customisation to reflect local design or aesthetics.

Typically, a two-unit toilet facility can provide for most high use trail heads with constant rates of arrival. Figure 19 below provides an example.

**Figure 19.** Benneydale Toilets (Image courtesy of Permaloo)



The typical cost for a basic one-unit dry vault toilet is \$85,000 while a two-unit accessible toilet/shelter with vault (hold all) installed is approximately \$200,000. Allow an additional \$30,000 for sewage treatment systems.

## Wash Down / Repair Station

Wash stations are becoming more popular at trail heads particularly when the site provides access to mountain biking activity. A wash station is also used where biosecurity issues are present or where visitors wish to clean their boots etc before returning to their car. See Figure 20 below for an example.

**Figure 20.** Wash and repair station incorporating repair stand, wash down hose, boot cleaning and drinking fountain with dog bowl.



Source: Xyst 2021

Typical costs for a wash down/repair station are approximately \$10,000.

## Fencing

A significant cost in trail development is providing for new or upgraded fencing adjacent to trails. While the Council is not liable for the costs of fencing of road reserves (including unformed roads) under the Fencing Act, providing fencing contributions to affected parties can be useful in negotiating public access across private land. Provision of fencing can often alleviate concerns of security and control of public access as well as protecting the trail assets from stock.

Fencing costs will vary depending on access, ground conditions and stock type but range from \$6 - \$35 per lineal meter.

## Effective Barriers

Barriers will be required to prevent vehicle access to pedestrian/cyclist only sections of trail. Barriers typically consist of bollards (both fixed and removable) that are mounted across the trail at 1.5m centres to prevent motor vehicles accessing the trail. A removable locked centre bollard can be used where maintenance vehicles require access.

There have been several serious accidents caused by cyclists riding into trail bollards so where these are used it is recommended that they are highly visible and include reflective/luminous surfaces to prevent riders crashing into them.

Gates, chicanes, and other control devices can be used but they are less desirable as they generally require a cyclist to dismount to pass through the barrier.

Figure 21 provides an example of fencing, barriers and removeable bollards.

**Figure 21.** Image showing removeable bollard with luminous and reflective signage.



Source Xyst February 2021



## Squeeze Barriers

A ‘Squeeze Barrier’ is a barrier made of steel pipe placed such that the gap between the pipes enables pedestrians and cyclists to pass through but prevents a motorbike passing between the pipes. These are used on the Remutaka Cycle Trail and are effective at preventing motorbikes from accessing the trails. It is critical that care is taken with the location and precise placement of squeeze barriers to ensure they are effective and cannot be ridden around. Figure 22 provides an illustrative example.

**Figure 22.** Squeeze Barriers preventing motorcycle access



Source: Xyst 2021

## Vehicle Crossing Points

Where the trail needs to cross a road, it is unlikely that a formal pedestrian crossing will be available or be practical. With careful selection of a suitable crossing point, ensuring clear visibility on both directions, safe crossings of roads can be made. Safety can be enhanced by ensuring the trail joins the road at 90 degrees to the traffic and that a suitable frangible gateway frames the crossing point and advises trail users to stop (ideally) or give way. Figure 23 below provides an example.

**Figure 23.** Vehicle crossing point



Source: Xyst 2021

All planned road crossing points need to be discussed at an early stage with the road controlling authority.

## Signs

A comprehensive wayfinding plan should be developed for the trail network that ensures consistent and effective wayfinding for trail users. Signage requirements may include:

- orientation signs
- direction signs
- information signs
- warning/regulatory signs
- distance markers

It is common for signs to be produced using digital printing which allows for frequent updating of trail information as the network expands. Digital printing has a relatively short design life of 10 years and sufficient budget should be planned for to renew and maintain signs. The following figures provide examples.

**Figure 24.** Colour coded sign for complex trail networks



Source: Xyst 2021

**Figure 25.** Orientation Signs



Source: Xyst 2021



## Trail Counters

Electronic counters placed on the trail enable the ongoing monitoring of trail use by pedestrians and cyclists. This information is vital for improved decision making on trail maintenance and servicing requirements, assessment of the effectiveness of marketing and communications, and monitoring of trends. It is also vital data to support funding applications for trail expansion and development.

## Bridges

Bridge style and design vary from site to site and include pole, glulam beam and suspension bridge options.

The image below shows a typical suspension bridge used on multi-use trails.

**Figure 26.** Suspension bridge over the Arrow River



Source Xyst 2021 Image courtesy of Queenstown Trail Trust Inc.)

## Underpasses

Where crossing a major road presents a significant safety issue or barrier to trail use an underpass can be considered. Underpasses are typically constructed using a trench and fill method with preformed concrete tunnel sections.

Underpasses require considerable land area at either end of the underpass to achieve an approach and exit at the required grades so careful siting is required. The potential requirement to relocate existing services within the road reserve can add considerably to project costs.

[Urban design and crime prevention principles](#) should also be considered.

Underpass costs are highly variable and may often require land acquisition.

## Landscaping

Provision should be made for landscaping following trail construction. This can include native revegetation or amenity planting of trees for shade, colour or screening. Landscaping can form part of negotiations with landowners and can mitigate some of the effects of trail construction as well as improving the appearance of the trail and surrounds.



## 7 The Proposed Network

The rivers that dissect the valleys of the Wairarapa, the landscape, the wineries and the village like atmosphere are essential elements of what makes Wairarapa special. This master plan provides a network of recreational trails that seeks to capitalise on those features.

This masterplan provides an indicative level of route planning only, as final route planning will be subject to negotiations with landowners and be subject to other improvement projects proceeding such as bridge upgrades or roading improvements.

The master plan proposes the development of Wairarapa Five Towns Trail Network in three categories:

### Signature Trails

The signature trail represents the core element of the experience of riding, and/or walking through Wairarapa.

### Experience Loops and Trails

The experience loops and trails are trails that provide for local and regional experiences. They are designed to complement the Signature Trail(s) with a series of trails that showcase Wairarapa’s culture, scenery, visitor experiences, local and community assets and landscapes.

While the entire Wairarapa Five Towns Trail Network is a Signature Product<sup>22</sup> (see Wellington Trails Framework and earlier sections of this Master Plan) – these trails should be considered the trails that not only connect the towns of Wairarapa, but also connect the experience on offer for residents and visitors alike – while being important to deliver regional, community and visitor outcome benefits.

<sup>22</sup> Wellington Regional Trails for the Future – A Strategic Framework for Trails in the Wellington Region. 2017 (TRC Tourism)

### Local Loops and Trails

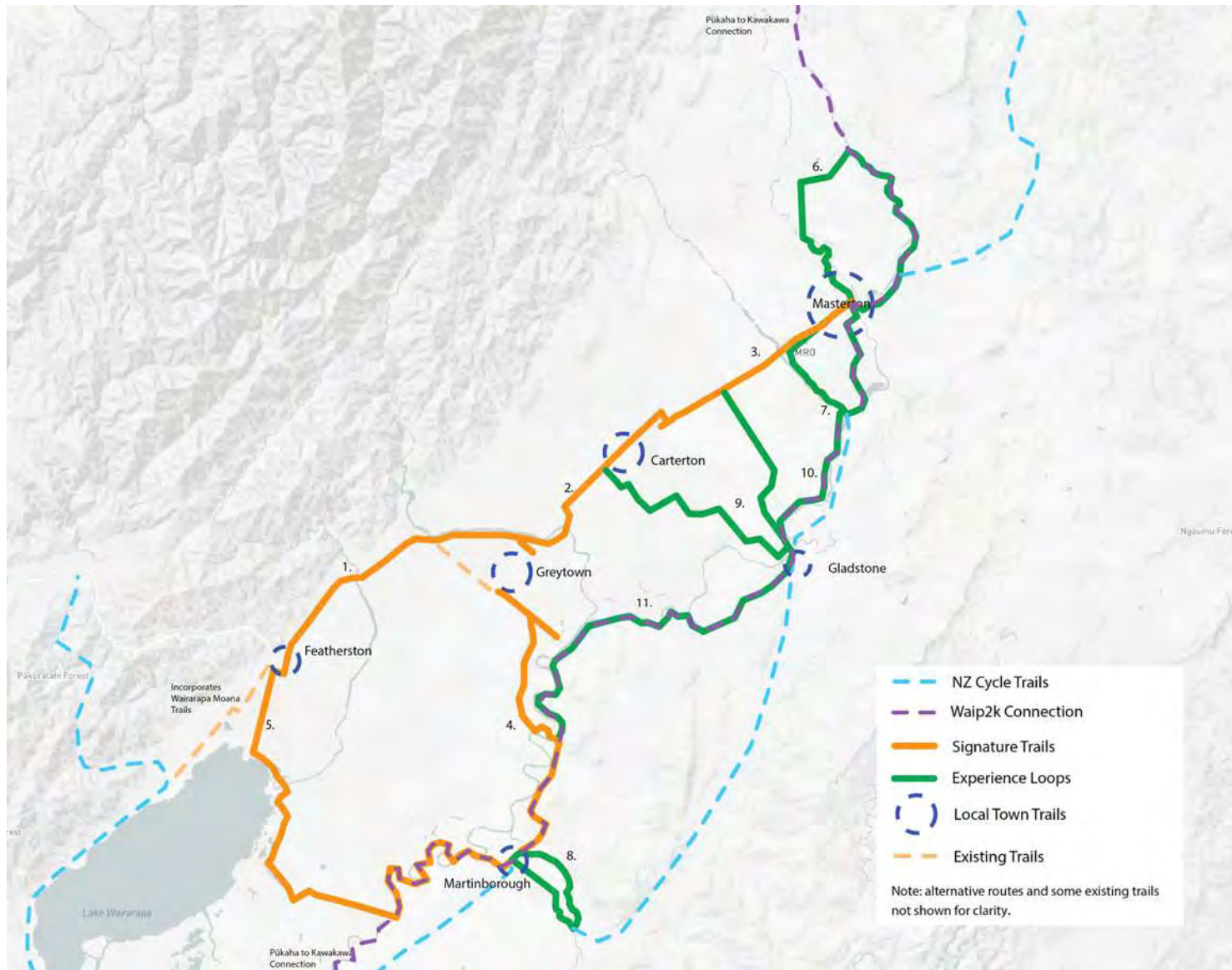
These are important for local recreation and visitors and will be considered on a case-by-case basis by WTAG.

The planning maps included in this masterplan are therefore deliberately indicative and should not be interpreted to indicate trail access has been approved or can be provided.

All prices quoted are for budgetary purposes, have not been based on engineering assessments, and are based on current market knowledge. They are in New Zealand Dollars and in 2020 prices.

The amounts quoted are not assumed to be the amounts TAs will need to budget, more they are a starting point for planning and for the purposes of grant funding.

**Figure 27.** The proposed Wairarapa Five Towns Trail Network



## 8 The Signature Trail(s)

This masterplan provides an indicative level of route planning only as final route planning will be subject to negotiations with landowners and be subject to other improvement projects proceeding such as bridge upgrades or roading improvements.

The planning maps included in this masterplan are therefore deliberately indicative and should not be interpreted to indicate trail access has been approved or can be provided.

The signature trail represents the core element of the experience of riding, and/or walking through Wairarapa. The trail joins towns from the north to south (and vice versa) and provides connectivity to the region's five main towns for visitors and residents alike. It provides the spine of Wairarapa's experiences and connects the highlights of the Wairarapa to its people, and its services. It can be done as a whole, or in sections.

The signature trail comprises five sections:

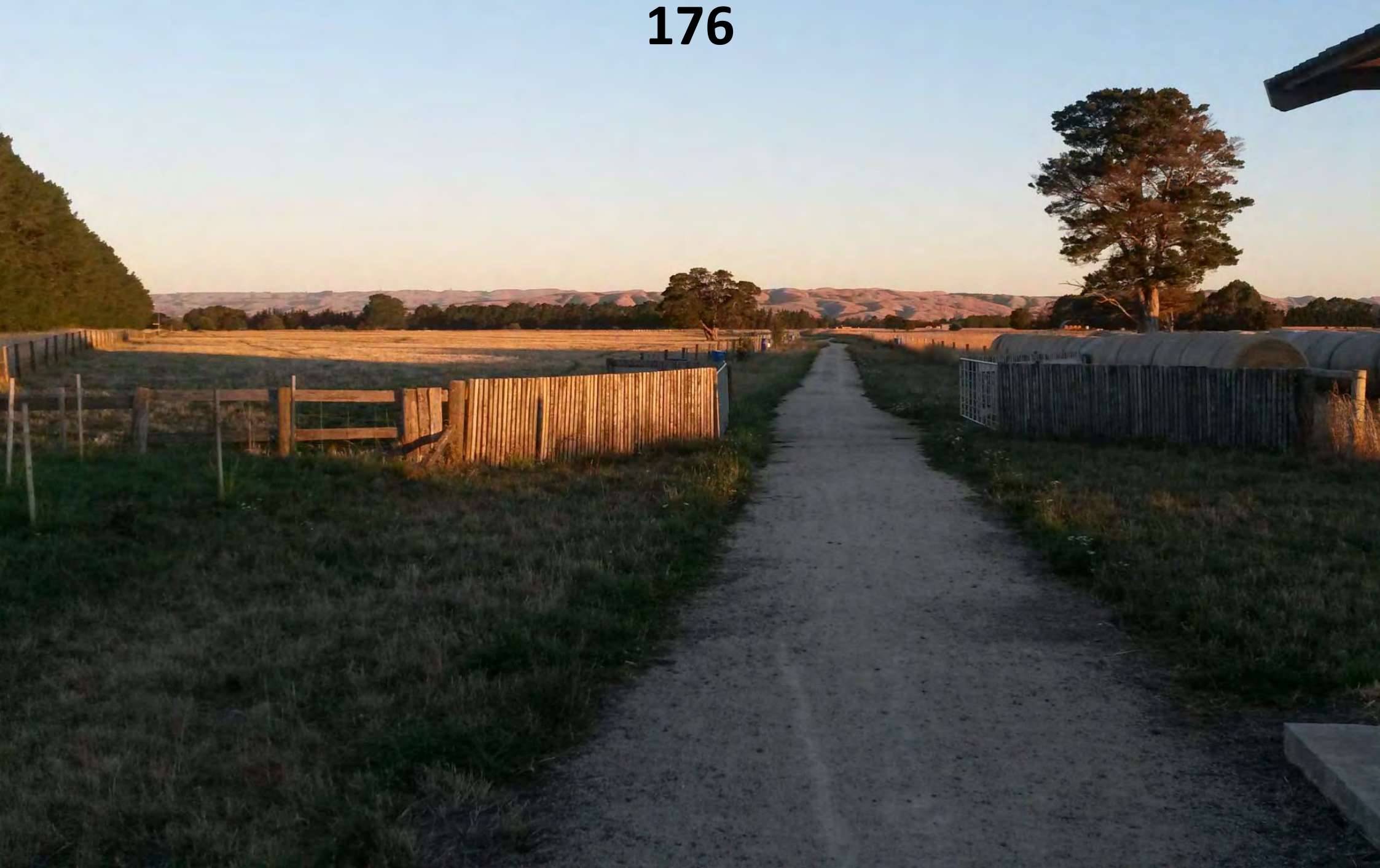
1. Featherston to Greytown
2. Greytown to Carterton
3. Carterton to Masterton
4. Greytown to Martinborough
5. Featherston to Martinborough

The Signature Trail will be a Grade 1 (predominantly) trail suitable for inexperienced cyclists and pedestrians, and other trail users that may include activities such as running, walking, cycling and leisure activities including walking your dog or pushing the pram.

It should be noted that in each detailed trail section description, the trail distances do not include the 'in-town' urban roads which the trail may follow. There is no preferred or specified route, or central location within each town that the trail should connect with. In general, the main commercial and retail hub will be featured to ensure the opportunity for visitors to maximise their spending on goods, services and food and beverage. This is generally in accordance with the wishes of the towns based on consultation advice.

Due to the size, complexity and existing trail network, the inner town trail connections within Masterton have been included in more detail.





The following sections of this Master Plan provide the detail of the trail sections.

## SIGNATURE TRAIL SECTION 1. FEATHERSTON TO GREYTOWN

### Proposed Route Description (Approximately 15.5 km)

This description is intended to be general in nature and outlines the preferred route. Detailed planning, negotiation and design is required to confirm the route or any alternative prior to construction.

From the trail head in Featherston central, the proposed route corridor follows local streets to the junction of Underhill Road and Harrison Street West. The trail corridor follows along the western side of Underhill Road on the road berm, with a clip-on bridge to the stream crossing beside the Barr Brown Bush Reserve.

Continuing along the western side of Underhill Road, crossing several small streams in the process, to the junction of Bucks Road and Underhill Road, the trail then crosses to the righthand side of Underhill Road for a short distance, and then follows along this gravel road to the Tauherenikau River stopbank.

The trail follows down the true right stopbank of the river, to a new 150m trail bridge constructed over the Tauherenikau just downstream of the railway bridge. Crossing over this bridge riders/walkers get panoramic views up and down the river.

On the true left bank of the river, the proposed trail follows the stopbank upstream to where it re-joins the Underhill Road formation. Trail options continue to be investigated along Underhill Road to the junction of Woodside Road and onto Woodside Railway Station.

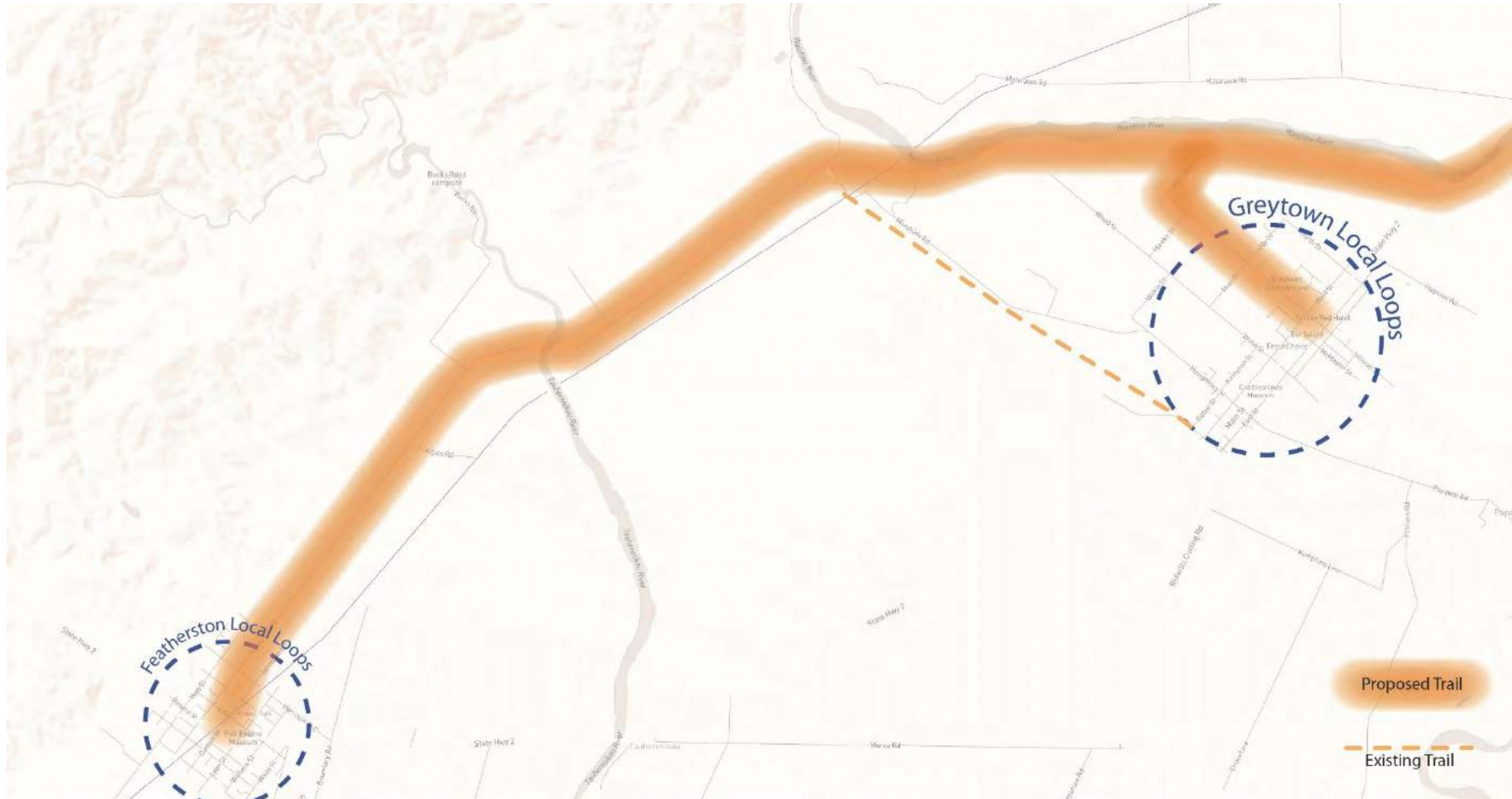
Using the road corridor to cross the railway line, trail users can either follow the existing Greytown – Woodside Trail directly into Greytown or follow a proposed corridor along the Waiōhine River.

The proposed Waiōhine River stopbank route crosses over to the northern side of Woodside Road and follows a corridor beside the railway line to the Waiōhine River. It then follows along a proposed route beside the stopbank or river edge, to the northern end of Kuratawhiti Street. At this point the trail combines with an existing walking cycling trail, that begins at the Udy Street/North Street junction. The trail then follows local streets to the Greytown central trail head point.

The Featherston to Greytown signature trail section will predominately be Grade 1 type 2 (off-road corridor) with only 2.2km proposed to be on-road depending on the final route chosen.

The figure below (Figure 28) shows the trail ‘corridor’ in which the proposed route will ideally be located dependent upon further negotiation and design work.

**Figure 28.** Map showing the proposed route corridors of the Featherston to Greytown section of the Wairarapa Five Towns Trail Network



Source: TRC/Xyst 2021



The following figure shows the proposed route broken into trail types (see section 6.2 of this Master Plan for their applicability to the section type and users).

**Figure 29.** Breakdown of trail types on the proposed Section 1 trail corridor



Source: Xyst 2021

## Proposed Trail Considerations

**Table 5.** Trail considerations – Section 1 Featherston to Greytown

IMPORTANT CONSIDERATIONS/ CRITERIA	DESCRIPTION
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>• Visitors to the Wairarapa cycling or walking between Martinborough / Featherston and Greytown, and/or Greytown Rail Trail users. Could include visitors arriving to Wairarapa via rail from Wellington into Featherston or Woodside Stations.</li> <li>• Intertown commuters between Featherston and Greytown, and further beyond including Carterton.</li> <li>• Resident recreational riders and walkers.</li> <li>• Optional loop track around Greytown offers strong residential recreational user opportunity.</li> </ul>
<b>Approximate distance and duration</b>	<ul style="list-style-type: none"> <li>• Approximately 15 km in total via either entrance into Greytown.</li> <li>• 5 km from Featherston to Tauherenikau River, 5 km further to Woodside Station and approx. 5km further to Greytown.</li> </ul>
<b>Trail standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>• Safe, off-road, Grade 1 (primarily) and Grade 2 trail and easy walking track standard (DOC), easy access points on and off along trail section.</li> <li>• Bridge option keeps users separated from the State Highway.</li> <li>• Users can use the popular and well-designed Greytown-Woodside Rail Trail.</li> </ul>



IMPORTANT CONSIDERATIONS/ CRITERIA	DESCRIPTION
<b>Destinations/points of interest along section, including points of difference</b>	<ul style="list-style-type: none"> <li>• Wairarapa farming scenery.</li> <li>• Spectacular river crossing on new suspension bridge over the Tauherenikau River.</li> <li>• Well known rail trail use (Greytown to Woodside)</li> <li>• Woodside Station – KiwiRail.</li> <li>• Loop into Greytown along the Waiōhine River.</li> <li>• Scenic track for Greytown visitors and residents for walking, running and riding.</li> </ul>
<b>Potential route options</b>	<ul style="list-style-type: none"> <li>• Bridge is funded and the existing Greytown to Woodside Rail Trail provide foundation elements.</li> <li>• Waiōhine River trail north of Woodside on the stopbank to provide a potential river option from Woodside Station into Greytown.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>• Bridge design and costing (overcome).</li> <li>• Safe trail use through Greytown using wider streets and pedestrian footpaths.</li> <li>• Land use negotiation for any potential stopbank trail development.</li> <li>• Sections of trail will be on road reserve that will require landscaping to improve the experience.</li> </ul>
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>• A foundation element to the 5 Town Trail.</li> <li>• Provides a loop for Greytown residents and visitors for recreation / fitness.</li> <li>• The bridge will be one of New Zealand’s most spectacular trail bridges.</li> <li>• Provides significant opportunity for people to ride and walk for exercise improving health outcomes.</li> </ul>
<b>Stakeholder matters requiring resolution /discussion</b>	<ul style="list-style-type: none"> <li>• Roads verges are predominantly managed by Council</li> <li>• KiwiRail endorsement received for the bridge.</li> <li>• Proposed Waiōhine River loop option requires landowner and GWRC consent.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>• Very High. The existing funding for the bridge over the Tauherenikau River and linking the existing Greytown to Woodside Rail Trail make this the highest priority section to complete.</li> <li>• The optional loop corridor beside the Waiōhine River is medium priority.</li> </ul>
<b>Management Authority(s) and/or Special Interest Groups(s)</b>	<ul style="list-style-type: none"> <li>• South Wairarapa District Council</li> <li>• Greater Wellington Regional Council</li> <li>• Greytown Trails Trust</li> <li>• Wairarapa Trails Action Group</li> <li>• PSGEs, Rūnanga, Hapū and Marae</li> <li>• Waiōhine Action Group</li> </ul>

## Proposed Route Indicative Costs

The table below provides a cost breakdown of the proposed route for the Featherston to Greytown section. Costs are in 2021 NZD prices.

**Table 6.** Indicative cost for proposed Signature Trail Section 1 Featherston to Greytown.

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	3	each	\$150,000
Trail formation	\$65.00	15,100	per m	\$981,500
Bridges (150 & 10m)	\$4,000.00	160		\$640,000
Trail control devices (barriers/crossings/bollards etc)	\$40,000	1	Provisional sum	\$40,000
Major culverts	\$5,000	2	each	\$10,000
Signage/Road markings	\$25,000	1	Provisional Sum	\$25,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$30,000	1	Provisional Sum	\$30,000
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
<b>Total</b>				\$1,914,500
<b>Professional Services (10%)</b>				\$191,450
<b>Contingency (20%)</b>				\$421,190
<b>Total</b>				<b>\$2,527,140</b>

## SIGNATURE TRAIL SECTION 2 – GREYTOWN TO CARTERTON

### Proposed Route Description (Approximately 7.5 km)

This description is intended to be general in nature and outlines the preferred route. Detailed planning, negotiation and design is required to confirm the route or any alternative prior to construction.

From Greytown, the proposed route follows the cycle trail corridor to the Waiōhine River – on the Featherston-Carterton section. At the Waiōhine River the proposed route follows a corridor along the existing stopbanks, following the Waiōhine River downstream to the SH2 road bridge crossing.

A new 120m suspension bridge just upstream of the road bridge, built within the road corridor, provides a link over the river to the northern bank. There are multiple stream crossing points and further investigation is required to determine the most appropriate point.

Following along the unformed road corridor – parallel to SH2, a new 82m bridge over the Kaipatangata Stream is proposed. The trail continues along the road corridor, which merges with SH2 at the Gallon Road intersection. At this point the trail follows along the formed section of Gallon Road, then along an unformed section, before turning NE and follows the boundary alignment of Council land (water treatment plant).

The proposed trail corridor crosses over Dalefield Road and links into Lincoln Road. The corridor utilises the Lincoln Road formation to provide a link into the NW corner of Carterton where local roads can be utilised within Carterton on a pre-determined basis to reach the town centre and commercial district.

An alternative alignment may exist utilising Eastern Growth Road (Rutland Road).

**Figure 30.** Map showing the proposed route corridors of the Greytown to Carterton section of the proposed WFTTN



Source Xyst TRC Tourism 2021

The following figure shows the proposed route broken into trail types (see section 6.2 of this Master Plan for their applicability to the section type and users).

## Proposed Trail Considerations

The table below provides considerations for the proposed trail corridor.

**Figure 31.** Breakdown of trail types on the proposed Section 2 trail corridor



Source Xyst TRC 2021

## Proposed Trail Considerations

**Table 7.** Trail considerations - Section2 Greytown to Carterton

IMPORTANT CONSIDERATIONS/ CRITERIA	DESCRIPTION
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>Leisure and general visitors seeking a day trip or longer trip through the central Wairarapa region.</li> <li>Visitors seeking a trip through Wairarapa and using this as part of the walking and cycling opportunity.</li> <li>Residents and the community seeking local recreational riding and exercise (jogging, walking etc).</li> <li>Commuting between the 2 towns.</li> </ul>
<b>Approximate distance</b>	<ul style="list-style-type: none"> <li>Approximately 7.5 km between the 2 towns.</li> </ul>

IMPORTANT CONSIDERATIONS/ CRITERIA	DESCRIPTION
<b>Trail standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>The trail is proposed to utilise the southern bank of the Waiōhine River stopbank forming a scenic route along one of the region’s main rivers. The bridges will also form a strong part of the experience.</li> <li>Grade 1/2 is required for this section as the users will include children and families and all markets.</li> <li>The bridge over the Waiōhine River provides a safe and spectacular trail bridge.</li> </ul>
<b>Destinations/points of interest along section, including points of difference</b>	<ul style="list-style-type: none"> <li>The river forms the main point of interest along this section of the proposed trail</li> <li>Scenic Wairarapa countryside is visible from the trail</li> <li>Carterton and Greytown town centres provide attractive village like atmosphere and shopping.</li> </ul>
<b>Potential route alternatives</b>	<ul style="list-style-type: none"> <li>An alternative route is via a new suspension bridge at Kuratawhiti Street and the stopbank intersection. The alternative route would then proceed off-road along Matarawa Road into Carterton. This alternative avoids a bridge near the State Highway and would join the first option at the Mangatarere Stream.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>The stopbank or a corridor on the Waiōhine River is proposed to be used in the first option. Further consultation with the GWRC and private land holders would be required on detailed design and any consent agreements required.</li> <li>Further engagement with the local Hapū is required</li> </ul>
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>The stopbank provides a strong experience element following the scenic Waiōhine River for approximately 3 km.</li> <li>The proposed bridge over the river by State Highway 2 provides a strong visual reminder on the importance of the trail to Wairarapa.</li> </ul>
<b>Stakeholder matters requiring resolution /discussion</b>	<ul style="list-style-type: none"> <li>GWRC, private landholders and Council will be required to provide agreements for use and development of any land for the trail corridor alongside the river.</li> <li>Waka Kotahi should a bridge clip on be the appropriate solution on the State Highway bridge crossing.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>Very High</li> </ul>
<b>Management Authority(s) and/or Special Interest Groups(s)</b>	<ul style="list-style-type: none"> <li>South Wairarapa District Council and Carterton District Council</li> <li>GWRC for the river stopbank access.</li> <li>Waka Kotahi for any works beside or within the SH2 corridor</li> <li>Wairarapa Trails Action Group</li> <li>PSGEs, Rūnanga, Hapū and Marae</li> <li>Carterton Walking and Cycling Advisory Group</li> <li>Greytown Trails Trust</li> <li>Waiōhine Action Group</li> </ul>



## Proposed Route Indicative Costs

The table below provides a cost breakdown of the proposed route for the Greytown to Carterton section.

**Table 8.** Indicative costs for the proposed Trail Section 2 – Greytown to Carterton

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	1	each	\$50,000
Trail formation	\$65.00	6,130	Per m	\$398,450
Bridges (120, 45 & 85m)	\$4,000.00	250	Per m	\$1,000,000
Trail control devices (barriers/crossings/bollards etc)	\$40,000	1	Provisional sum	\$40,000
Major culverts	\$5,000	0	each	\$0
Signage/Road markings	\$15,000	1	Provisional Sum	\$15,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$45	5,200	m	\$234,000
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
<b>Total</b>				\$1,775,450
<b>Professional Services (10%)</b>				\$177,545
<b>Contingency (20%)</b>				\$390,599
<b>Total</b>				<b>\$2,343,594</b>

Source – TRC/Xyst 2021

## SIGNATURE TRAIL SECTION 3. CARTERTON TO MASTERTON

### Proposed Route Description (Length varies between 11.5 and 14.4 km)

This description is intended to be general in nature and outlines the preferred route. Detailed planning, negotiation and design is required to confirm the route or any alternative prior to construction.

Alternative options for the proposed trail route exist. Detailed planning and land holder/manager negotiation is required to determine the most appropriate route from a user and experience context.

Beginning opposite the Belvedere Road / Broadway intersection, a proposed trail corridor follows along and within the south eastern side of the KiwiRail corridor. The trail would run parallel to the current railway tracks heading NE separated from the tracks by a security fence subject to KiwiRail endorsement. The proposed trail corridor crosses Rhodes St and Kent St, before leaving Carterton township, and then crosses Anderson Line and Chester Road, before turning into the Wairarapa A&P Society Grounds on Chester Road – providing an off-road link to the hockey turf and show grounds. This is considered important for residents and visitors alike

Review the option of a trail through the Wairarapa A&P Society Grounds.

#### Option 1

Following down Chester Road corridor on the grass shoulder, the proposed trail turns left and follows the SH2 shoulder to a crossing point near the Wairarapa A&P Society Grounds boundary. Crossing SH2 subject to Waka Kotahi approval, the trail route option follows the road corridor along the grass verge and veers right onto Hughes Line.

The off-road trail option follows Hughes Line along its length, crossing Francis Line, East Taratahi Road, and Cornwall Road and out to the Waingawa River. A spectacular new proposed suspension bridge (220m) over the Waingawa River connects to the south western side of Masterton.

Coming off the suspension bridge, the route connects to a new trail along the edge of South Road, passing Hood Aerodrome to the junction of South and Manaia Roads. At this point the trail connects into the local crosstown links.

Total distance approximately 11.5 km

#### Option 2

From the end of the link along the railway corridor between Carterton and The Wairarapa A&P showgrounds finishing at Chester Road, an alternative route continues along beside the railway corridor. Crossing Wiltons and Norfolk Roads and all the way through to the Waingawa River, with a route coming down the riverbank and linking in with a proposed bridge over the Waingawa River beside SH2. On the eastern side of the bridge, the trail loops back to the riverbank and follows the stopbank / riverbank to South Road / Hood Aerodrome route into Masterton.

Total distance approximately 12.6 km

#### Option 3

From the junction of Hughes Line and Cornwall Road, an off-road trail corridor potentially follows up the eastern side of Cornwall Road corridor to the junction with SH2. A trail along the edge of SH2 to an optional suspension bridge (130m) crossing over the Waingawa River, just downstream of the current SH2 bridge, noting that the current SH2 bridge pedestrian path is considered unattractive from a visitor perspective. On the eastern side of the bridge, the trail loops back to the riverbank and follows the stopbank / riverbank to South Road / Hood Aerodrome route into Masterton.

Total distance approximately 14.4 km

The figure below provides the mapped corridor options for the trail.

**Figure 32.** Map showing the proposed route corridors of the Carterton to Masterton of the section of the WFTTN



Source: Xyst / TRC Tourism 2021

The figure below shows the proposed route (Option 1 is shown below for illustrative purposes) broken into trail types (see section 6.2 of this Master Plan for their applicability to the section type and users).

**Figure 33.** Breakdown of trail types on the proposed Section 3 of the WFTTN



Source: Xyst / TRC Tourism 2021

## Proposed Trail Considerations

**Table 9.** Trail considerations – Section 3 Carterton to Masterton

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>Community and residents accessing the infrastructure and community assets between the towns. This includes the Clareville Sports Complex.</li> <li>Leisure cyclists, joggers and people seeking trail-based exercise.</li> <li>Visitors undertaking longer Wairarapa based trips generally on bicycles.</li> <li>Commuters from Masterton and Carterton.</li> </ul>
<b>Approximate distance and duration</b>	<ul style="list-style-type: none"> <li>Approximately 15 km</li> </ul>
<b>Trail experiences and standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>This section of trail provides for commuters, and residents accessing the community infrastructure and places of recreation and work. To encourage this, the trail needs to be of a high standard. A concrete or other form of sealed path is proposed from Carterton to Clareville.</li> <li>The remainder of the trail should be of a standard for all users including children and families cycling and walking.</li> <li>The crossing of the Waingawa River provides a strong scenic element with a new suspension bridge in either location proposed.</li> <li>Hood Aerodrome has significant WW2 history and a museum, and the trail is deliberately routed past the aerodrome as a feature for visitors and residents.</li> </ul>

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Potential route alternatives</b>	<ul style="list-style-type: none"> <li>• The proposed route along Hughes Line and directly crossing the Waingawa River provides a better user experience due to its distance from SH2, but the bridging will be more complex and is over 200 metres in length.</li> <li>• The northern option proposes a clip-on bridge or new bridge on the downstream side of the SH2 bridge.</li> <li>• The southern route misses a significant part of the industrial area of Masterton which may impact potential commuter options.</li> <li>• The route along KiwiRail land contains significant issues attached to using the length of land on an active rail easement and arriving at Masterton in an industrial area that is not a strong experience for visitors.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>• Bridging will be difficult on either alternative.</li> <li>• KiwiRail (2.8 km) use of the rail easement from Carterton to Clareville, and potentially further if KiwiRail land is proposed to be used.</li> <li>• Crossing SH2 on or near Chester Road may need a road island for trail user safety.</li> <li>• Planning the trail south of SH2 potentially misses a market for commuters working in the industrial zone.</li> <li>• Displacement of other user groups such as horse riders and farmers grazing the long mile.</li> </ul>
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>• Predominantly avoid use of SH2 providing a stronger experience.</li> <li>• Rural scenery and farming on Hughes Line.</li> <li>• Providing residential trails to the Clareville Sports Complex.</li> <li>• Providing a trail linkage to Hood Aerodrome and museum attractions.</li> </ul>
<b>Stakeholder matters requiring resolution /discussion</b>	<ul style="list-style-type: none"> <li>• Masterton and Carterton District Councils.</li> <li>• GWRC for stop-bank works.</li> <li>• Waka Kotahi for the crossing of the SH2.</li> <li>• KiwiRail for the use of the easement for 2.8 km.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>• Very High.</li> </ul>
<b>Management Authority(s) and/or Special Interest Groups(s)</b>	<ul style="list-style-type: none"> <li>• Carterton and Masterton DC, Greater Wellington Regional Council, private land-owners possible, KiwiRail, Waka Kotahi for potential road crossings of SH2, and the alternative of a clip-on cycle/pedestrian bridge at the Waingawa River crossing entering Masterton.</li> <li>• Wairarapa Trails Action Group</li> <li>• PSGEs, Rūnanga, Hapū and Marae</li> <li>• Carterton Walking and Cycling Advisory Group</li> <li>• Wairarapa A and P Society</li> </ul>

## Proposed Route(s) Indicative Costing

The table below provides the breakdown of the proposed route for the Carterton to Masterton route (main route only – alternatives may be a similar magnitude).

**Table 10.** Indicative cost for the proposed Signature Trail Section 3 Carterton to Masterton

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	2	each	\$100,000
Trail formation	\$65.00	10,420	m	\$677,300
Bridges (220m)	\$4,000.00	220	m	\$880,000
Trail control devices (barriers/crossings/bollards etc)	\$60,000	1	Provisional sum	\$60,000
Major culverts	\$5,000	7	each	\$35,000
Signage/Road markings	\$15,000	1	Provisional Sum	\$15,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$85	3010	m	\$255,850
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
Survey and KiwiRail lease	\$20,000	1	Provisional Sum	\$20,000
<b>Total</b>				<b>\$2,081,150</b>
<b>Professional Services (10%)</b>				<b>\$208,115</b>
<b>Contingency (20%)</b>				<b>\$457,853</b>
<b>Total</b>				<b>\$2,747,118</b>

Source Xyst/TRC 2021



## SIGNATURE TRAIL SECTION 4. GREYTOWN TO MARTINBOROUGH

### Proposed Route Description (Approximately 19.0 km)

This description is intended to be general in nature and outlines the preferred route. Detailed planning, negotiation and design is required to confirm the route or any alternative prior to construction.

From the junction of East Street and Papawai Road, an off-road trail corridor leads along the road corridor on the northern side to the intersection with Fabians Road. Trail users may wish to follow Papawai Road on to Pā Road and Papawai Marae.

The main route option follows the western side of Fabians Road, an off-road trail follows the road corridor to the junction with Glenmorven Road, then continues along the road corridor to where the road narrows (approximately 1.85 km).

### **Alternatives that are off-road are to be explored during the course of this Master Plan implementation.**

At this point trail users follow the gravel road down the steep escarpment to the river terrace below. Note: this section of trail does not meet Grade 2 specifications. Further discussion is required on this section to investigate alternative routes to the Morrison Bush campground area. This may include a river route or a route along the cliff tops. It is noted that both options require private land consent.

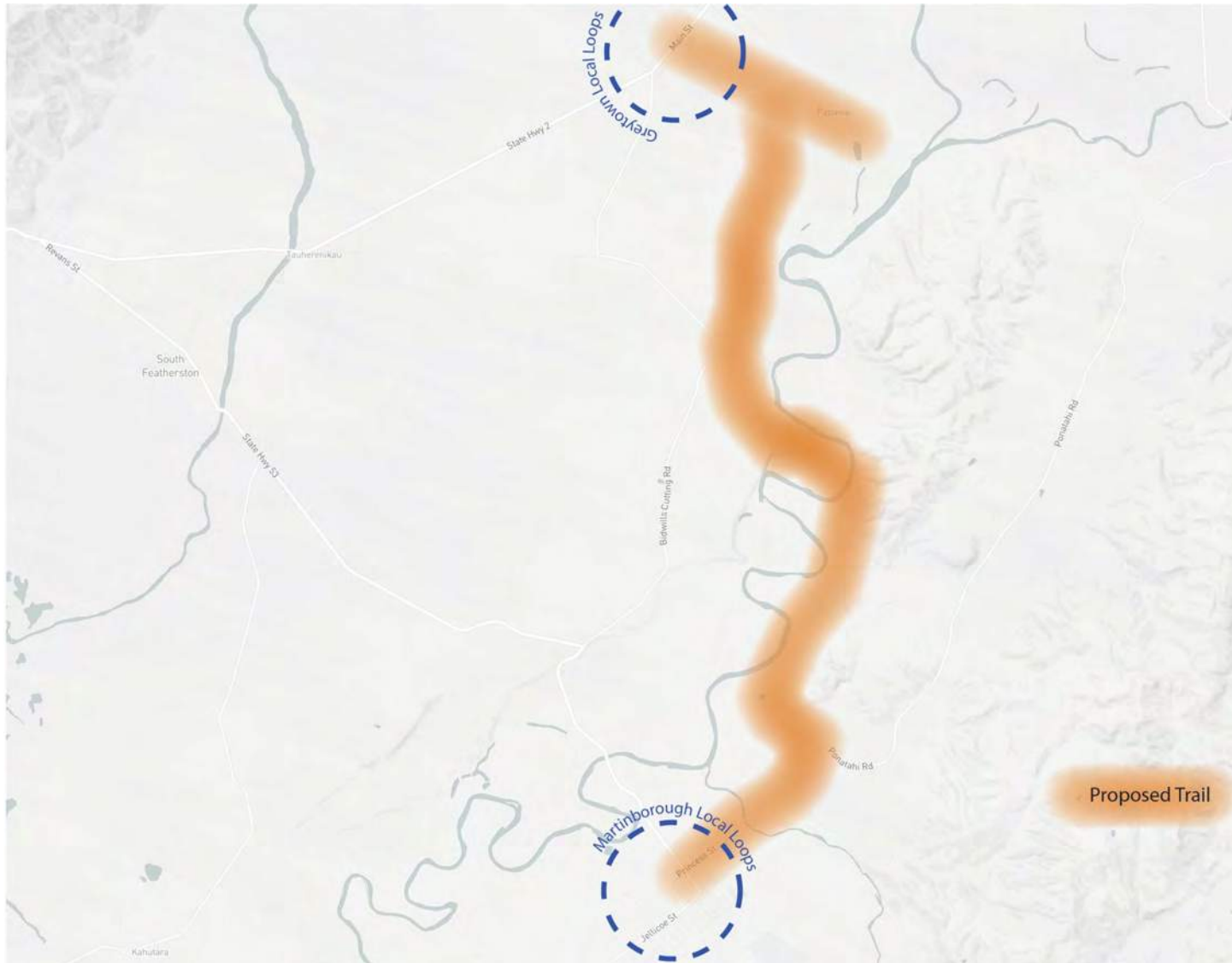
Morrison Bush campground is privately owned and WTAG will need further discussion with the owner.

In the Morrison Bush campground area, a new 110m suspension bridge over the Ruamāhanga River provides access to a road corridor on the southern side, that connects into Riverside Road.

Trail users will potentially follow the existing Riverside Road formation (5.7 km) to the junction with Ponatahi Road, where an off-road trail in the road corridor provides a trail to a suspension bridge (75m) over the Huangarua River. Crossing the river on the upstream side of the road bridge, an off-road trail continues along Ponatahi Road, crossing Huangarua Road and onto Princess Street to the junction with New York Street, and links in with the local Martinborough town trail network.

An alternative to consider is the use of the river stopbanks and other corridors. While subject to landowner negotiation and also lower areas being potentially subject to occasional flooding and inundation, it would alleviate the road use.

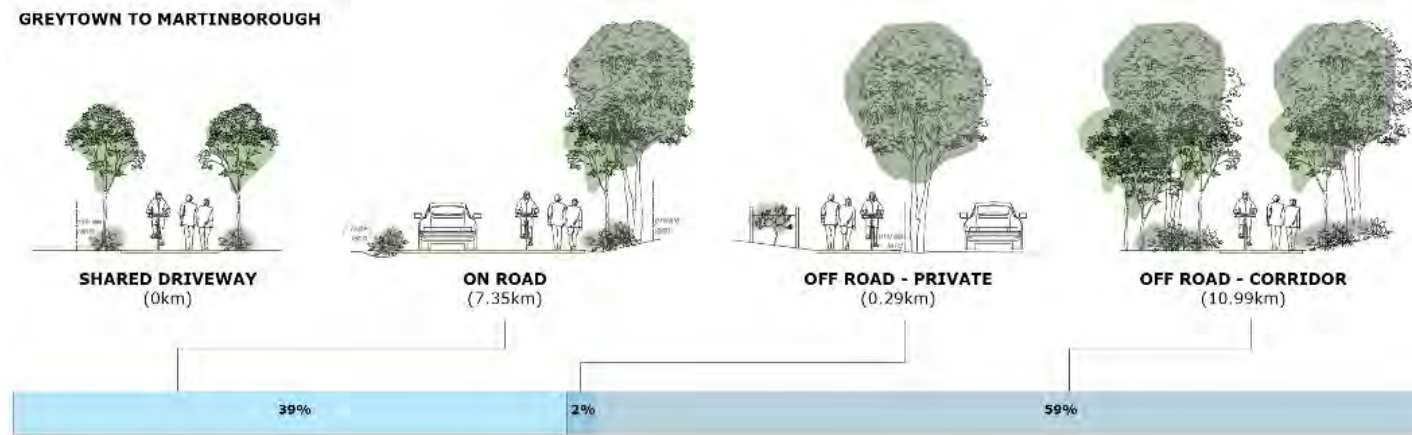
**Figure 34.** Map of Section 4 – Greytown to Martinborough Proposed Route



Source – TRC Tourism / Xyst 2021

The following figure shows the proposed route broken into trail types (see Section 6.2 of this Master Plan for their applicability to the section type and users).

**Figure 35.** Breakdown of trail types on the proposed Section 4 trail corridor



Source Xyst / TRC Tourism 2021

## Proposed Trail Considerations

The table below provides considerations for the proposed route(s).

**Table 11.** Trail considerations – Section 4 Greytown to Martinborough

IMPORTANT CONSIDERATIONS/ CRITERIA	DESCRIPTION
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>Multiple markets are targeted with this section including leisure riders, trail users and road cyclists as well as general visitors.</li> <li>The section provides a core part of the Wairarapa Five Towns Trail Network Signature component.</li> </ul>
<b>Trail standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>This proposed route requires further detailed investigation. It provides for some on road and some off-road use and therefore it is mostly targeting cyclists travelling between Greytown and Martinborough via the Morrison's Bush camping area and the Ruamāhanga River. Alternative routes will ideally be off-road, providing trail users access to the route.</li> <li>The trail alternative could follow the river corridor or other corridors along the cliff top, but each alternative requires landowner approval.</li> <li>Note the section of trail from the upper to lower river terrace at Morrison's bush would be considered a Grade 3 due to the steepness of the road. The remaining part of the trail is Grade 1 - 2.</li> </ul>

IMPORTANT CONSIDERATIONS/ CRITERIA	DESCRIPTION
<b>Destinations/points of interest along section, including points of difference</b>	<ul style="list-style-type: none"> <li>Morrison’s Bush and the potential new crossing of the Ruamāhanga River.</li> <li>Papawai Marae.</li> </ul>
<b>Potential route alternatives</b>	<ul style="list-style-type: none"> <li>An alternative route is following Wards Line and then joining State Highway 53. This option also requires a bridge over the Ruamāhanga River – the road bridge is not conducive to cycling being safely promoted and the route avoids the Morrison’s Bush area.</li> <li>Routes following the top of the river escarpment parallel to Bidwells Cutting Road were reviewed.</li> <li>New housing is occurring in this area and access to property was considered more difficult.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>This section has a mixed on-road and off-road component on or near Glenmorven Road as it descends using a steep and narrow section of road into Morrisons Bush camping area.</li> <li>The mixing of trail types is not ideal as it effectively drives the market to the lowest standard component of trail.</li> <li>Morrisons Bush campground is privately owned, and further discussion is required with the owner.</li> <li>Alternatives to avoid on road are limited with an escarpment, intensive agriculture, private houses and then river flats not being conducive to trail construction. Further investigation is required.</li> </ul>
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>Greytown and Martinborough are arguably the two largest towns attracting visitors to Wairarapa. Linking them with a trail of grade 1 or grade 2 standard would provide considerable tourism benefits to the region.</li> <li>Morrison Bush camping area and the river flats are a feature of the trail section.</li> <li>The Wairarapa Moana Statutory Board is a partnership between Greater Wellington Regional Council, DOC, South Wairarapa District Council, Rangitāne Tū Mai Rā Treaty Settlement Trust, and Ngāti Kahungunu ki Wairarapa Tamaki Nui a Rua Treaty Settlement Trust to restore the Wairarapa Moana wetlands. Trail location should tie in with this work.</li> </ul>
<b>Stakeholder matters requiring resolution/ discussion</b>	<ul style="list-style-type: none"> <li>Likely discussions with private landholders, GWRC and others to resolve the planning issues of alternative routes.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>High</li> </ul>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>Suspension bridges required including a 110-metre bridge over the Ruamāhanga River, and a possible second bridge</li> </ul>
<b>Management Authority(s) and/or Interest Groups(s)</b>	<ul style="list-style-type: none"> <li>Greater Wellington Regional Council, South Wairarapa District Council</li> <li>Wairarapa Trails Action Group</li> <li>PSGEs, Rūnanga, Hapū and Marae</li> </ul>

## Proposed Trail Costing

**Table 12.** Indicative costs for the proposed Signature Trail Section 4 Greytown to Martinborough (Note: does not include further investigations into off-road sections through Morrison's Bush)

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	1	each	\$50,000
Trail formation	\$65.00	11,280	m	\$733,200
Bridges (110 & 75 m)	\$4,000.00	185	m	\$740,000
Trail control devices (barriers/crossings/bollards etc)	\$40,000	1	Provisional sum	\$40,000
Major culverts	\$5,000	2	each	\$10,000
Signage/Road markings	\$15,000	1	Provisional Sum	\$15,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$45	290	m	\$13,050
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
<b>Total</b>				\$1,639,250
<b>Professional Services (10%)</b>				\$163,925
<b>Contingency (20%)</b>				\$360,635
<b>Total</b>				<b>\$2,163,810</b>

Source Xyst / TRC Tourism 202



## SIGNATURE TRAIL SECTION 5.

### FEATHERSTON TO MARTINBOROUGH

#### Proposed Route Description (Approximately 36 km)

This description is intended to be general in nature and outlines the preferred route. Detailed planning, negotiation and design is required to confirm the route or any alternative prior to construction. It is acknowledged that several options for trail alignment exist from Featherston. The options described in this Master Plan is one preferred option. Others will emerge during detailed investigation.

**This section route description should be seen in the context of the proposed Featherston Wairarapa Moana Project and the trails being developed through this. Amendments and detailed planning will take this into account and this route may be amended as a consequence.**

From the junction of Waite Street and Woodward Street East, the proposed trail corridor follows the existing road formation on sealed and then gravel road, then follows a potentially new path formation in the unformed road corridor to link in with Longwood West Road, crossing Otairua Stream (ford), the trail continues along Longwood West Road, follows Viles Road to Soldiers Settlement Road North.

At this point the proposed trail continues down an unformed road corridor, with a 26m bridge over Otairua Stream and links in with Soldiers Settlement Road South and follows this to the Lake Domain Reserve.

Following the gravel road in a clockwise direction around the top of Wairarapa Moana, a new proposed trail will link to a new suspension bridge (110m) crossing the lower section of the Tauherenikau River.

Following stopbanks with additional bridge crossing points the proposed trail will connect with the former Ruamāhanga River outlet into the lake and follow this tributary upstream to Kahutara Road.

A new proposed off-road trail in the road corridor will provide a link along to the settlement of Kahutara (school, church, hall), before turning left into Pukio West Road.

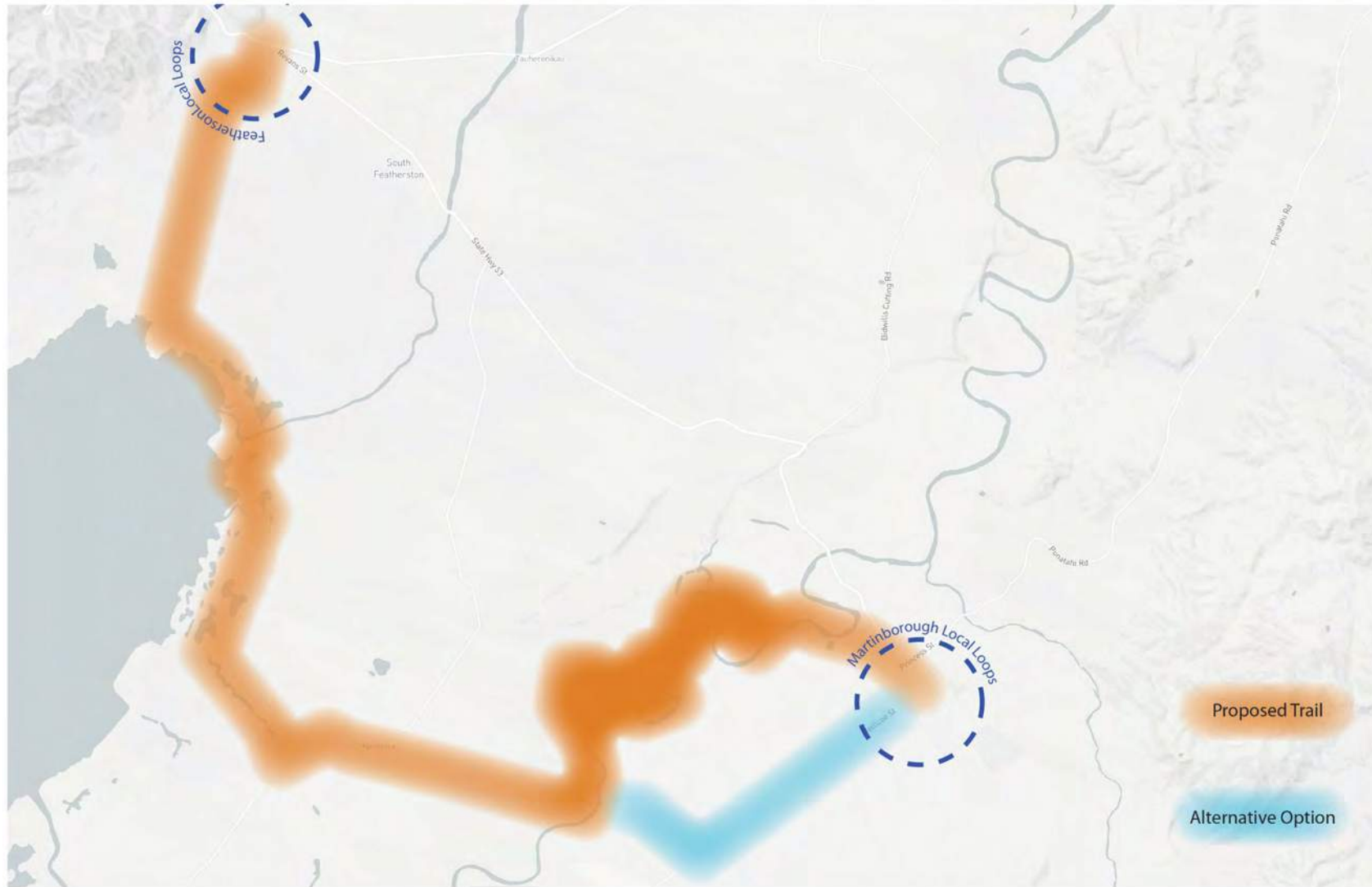
Following Pukio West Road and Pāhautea Road until opposite the junction of Dry River where a proposed 110m suspension bridge will cross over the Ruamāhanga River to the eastern bank, (at approximate 22.5km mark). The proposed trail then follows along the stopbank upstream towards Martinborough, for a further 14 kms, to link in with Vintners Lane and Martinborough.

Total distance approximately 36 km.

The figure below shows the trail corridor in which the proposed route will ideally be located dependent upon further negotiation and detailed planning and design work.

The alternative option is to follow road corridors (ideally off-road) from the Ruamāhanga River suspension bridge into Martinborough. This route option provides access to some of the region's wineries.

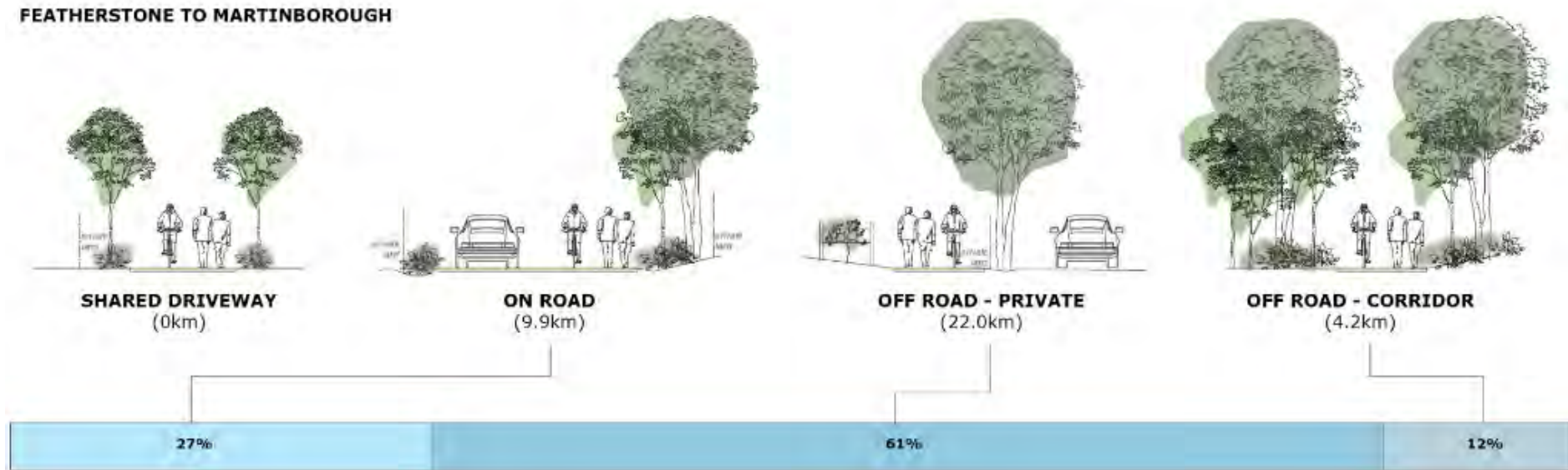
**Figure 36.** Map showing the proposed route corridor of the Featherston to Martinborough section of the Wairarapa Five Towns Trail Network



Source: Xyst / TRC Tourism 2021

The following figure shows the proposed route broken down into trail types (see Section 6.2 of this Master Plan for their applicability to the section).

**Figure 37.** Breakdown of trail types on the proposed Featherston to Martinborough trail section.



Source Xyst / TRC Tourism 2021

## Proposed Trail Considerations

**Table 13.** Trail considerations - Section 5 Featherston to Martinborough

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>This section provides for most of the markets for residents and visitors alike. Includes leisure cyclists and general visitors.</li> </ul>
<b>Trail standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>The trail is proposed to be a grade 1 and or 2 off-road trail of at least 2 metres in width.</li> <li>The trail will provide strong experiences of Māori culture, the Wairarapa Moana, Wairarapa rivers with crossings of the Tauherenikau and Ruamāhanga Rivers.</li> <li>The trail has extensive views of the lower Ruamāhanga River valley and surrounding ranges.</li> </ul>
<b>Destinations/points of interest along section, including points of difference</b>	<ul style="list-style-type: none"> <li>Several including the Lake Domain Reserves, Wairarapa Moana, farming and rural vistas, access to the wineries south of Martinborough, the Ruamāhanga River, the river delta as it flows into Wairarapa Moana, and links into Martinborough.</li> <li>Carkeek Observatory</li> </ul>

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
	<ul style="list-style-type: none"> <li>Alternative routes provide access to some wineries.</li> </ul>
<b>Potential route alternatives</b>	<ul style="list-style-type: none"> <li>While being a shorter route, a trail following along SH53 Featherston to Martinborough was identified as being of low interest to trail users.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>Some flat and marshy country near the delta of the Tauherenikau River. Crossing the lower Tauherenikau River requires a large suspension bridge and may require other bridge infrastructure, plus a large suspension bridge over the lower Ruamāhanga River.</li> </ul>
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>Showcase Māori culture and link the towns of Martinborough and Featherston via Wairarapa Moana.</li> </ul>
<b>Stakeholder matters requiring resolution /discussion</b>	<ul style="list-style-type: none"> <li>Some private land access will be required, GWRC, SWDC.</li> <li>PSGEs, Rūnanga, Hapū and Marae partnerships are considered important to the trail's appropriate development and final route selection.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>Very High.</li> </ul>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>Multiple bridges and 2 toilets required along the journey.</li> </ul>
<b>Management Authority(s) and/or Special Interest Groups(s)</b>	<ul style="list-style-type: none"> <li>Predominantly South Wairarapa District Council but also includes Greater Wellington Regional Council</li> <li>Wairarapa Trails Action Group</li> <li>Wairarapa Moana Trail Trust</li> <li>Department of Conservation</li> <li>PSGEs, Rūnanga, Hapū and Marae</li> </ul>

## Proposed Route Indicative Costs

The table below provides a cost breakdown of the proposed route for the Featherston to Martinborough.

**Table 14.** Indicative costs for the proposed Signature Trail Section 5 Featherston to Martinborough

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	1	each	\$50,000
Trail formation	\$65.00	26,200	m	\$1,703,000
Bridges (6x)	\$4,000.00	350	m	\$1,400,000
Trail control devices (barriers/crossings/bollards etc)	\$40,000	1	Provisional sum	\$40,000
Major culverts	\$5,000	3	each	\$15,000
Signage/Road markings	\$15,000	1	Provisional Sum	\$15,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$45	22000	m	\$990,000
Allowance for Septic Toilet	\$230,000	1	each	\$230,000
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
<b>Total</b>				\$4,481,000
<b>Professional Services (10%)</b>				\$448,100
<b>Contingency (20%)</b>				\$985,820
<b>Total</b>				<b>\$5,914,920</b>

Source Xyst / TRC Tourism 2021.



## 9 The Experience Loops and Trails

The experience loops and trails are trails that provide for local and regional experiences. They are designed to complement the Signature Trail(s) with a series of trail that showcase Wairarapa’s culture, scenery, visitor experiences, local and community assets and landscapes.

Local trails are those considered to be not as important in attracting visitors to the region, but still may have a high importance to the local community for recreational and other purposes including commuting. Local trails can still be considered by WTAG on a case-by-case basis but are deemed to be a level lower than this master plan requires.

While the entire Wairarapa Five Towns Trail Network is a Signature Product<sup>23</sup> (see Wellington Trails Framework and earlier sections of this Master Plan) – these trails should be considered the ‘second tier’ trails – while being important to deliver regional, community and visitor outcome benefits.

Elements of some of these Experience and Local Loops and Trails will have the following characteristics:

- Are likely to provide more connections to local community assets but will include significant and regionally oriented visitor experiences
- May have more Grade 2 and Grade 3 elements attached to the trail – that is the trail may not have the same market appeal as the Signature Trail elements
- May have more on-road elements to the connection (noting the priority to have off-road trails for the entire network)
- The trail section may require more skills to ride (assuming the section is designed for cycling)
- Some of these trails may be temporal while detailed planning is undertaken to resolve impediments to the section being upgraded to a Wairarapa Five Towns Trail Network Signature Trail.

The experience Loops and Trails are:

- 6 Masterton to Ōpaki Loop
- 7 Masterton Rivers Loop
- 8 Carterton to Gladstone Experience Loop
- 9 Martinborough Vineyard Loop
- 10 Waingawa to the Cliffs
- 11 Gladstone to Morrisons Bush

Experience loops and trails will generally be either grade 1 or grade 2 trails but may contain some on-road or Grade 3 sections that implementation of this master plan will continue to focus on to bring into line with the Grade 1 / Grade 2 off-road objectives expressed in this Master Plan.

<sup>23</sup> Wellington Regional Trails for the Future – A Strategic Framework for Trails in the Wellington Region. 2017 (TRC Tourism)

The following sections of this Master Plan provide the detail of the trail sections.

## EXPERIENCE LOOP – TRAIL 6. MASTERTON TO ŌPAKI LOOP

### Proposed Trail Description

This loop is designed to feature the upper Ruamāhanga River valley and includes some of the region’s famous wineries and regional landscapes.

This description is intended to be general in nature and outlines the preferred route. Detailed planning, negotiation and design is required to confirm the route or any alternative prior to construction.

The proposed corridor follows the Masterton recreation trails across town to Henley Lake, where a proposed new trail leads out to the Ruamāhanga River to Te Ore Ore Road.

This new off-road trail begins by passing underneath the bridge abutment on Te Ore Ore Road, linking into Percy’s Reserve. Following the existing road formation through Percy’s Reserve, a proposed trail follows the riverbank upstream on the true right of the Ruamāhanga River, passing Rathkeale College, till meeting an unformed section of Wingate Road.

Following the unformed Wingate Road corridor, then a gravel section and finally sealed road to the junction of SH2, crossing over the railway.

The trail crosses over SH2 and into Loopline Road, a new off-road trail in the road corridor passes vineyards and olive groves. It may be possible to investigate a link into and through Matahiwi vineyard.

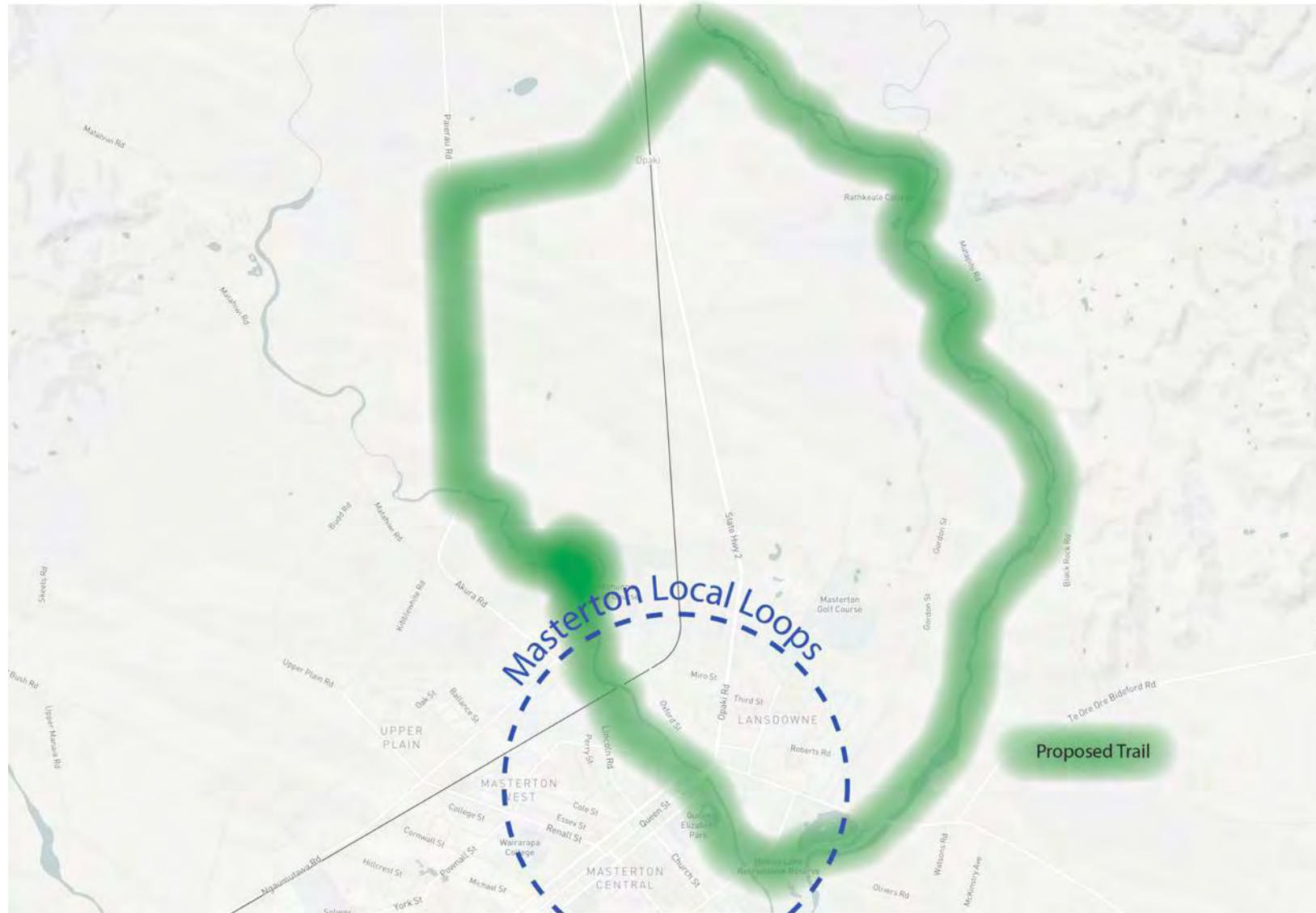
At the junction of Loopline and Paierau Road, an off-road trail follows along the eastern road corridor, till almost at the Waipoua River.

A proposed route follows a private roadway, and then along the Waipoua Riverbank to link into the Māhunga Golf Course. Continuing to follow along the Waipoua Riverbank, the proposed route travels along the edge of the golf course and farmland, before connecting to Māhunga Drive.

Passing under the railway line on Māhunga Drive, trail users can then follow Oxford Street or connect in with the river trail system and follow either route into Masterton central.

The following map contains the proposed route and corridor for the loop.

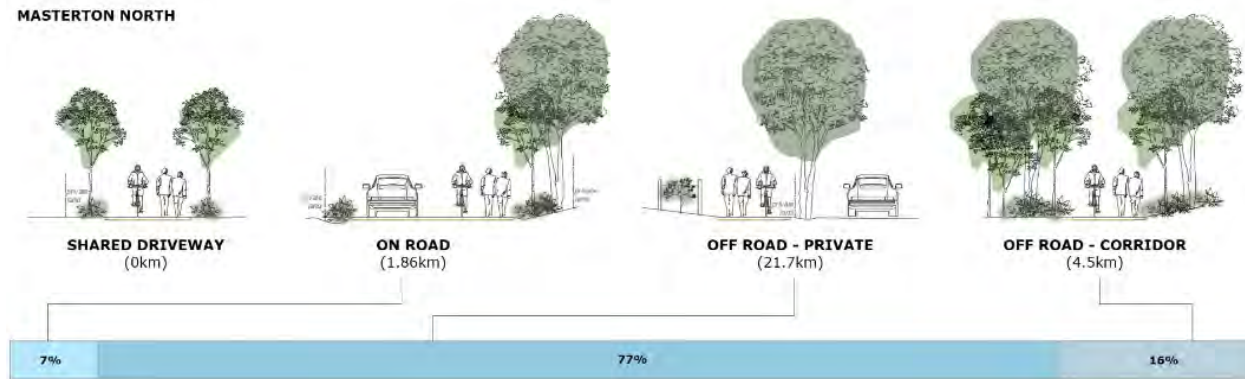
**Figure 38.** Map of the proposed Masterton to Ōpaki Experience Loop.



Source: Xyst / TRC Tourism 2021.

The following infographic shows the trail type on the proposed route corridor for the Masterton Ōpaki Experience Loop.

**Figure 39.** Breakdown of Trail Types on the Masterton Ōpaki Experience Loop



Source: Xyst / TRC Tourism 2021.

## Trail Considerations – Masterton Ōpaki Experience Loop

**Table 15.** Trail considerations – Masterton Ōpaki Experience Loop

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Role in FTT Network</b>	<ul style="list-style-type: none"> <li>A component of the WFTTN that provides an additional experience for residents and visitors to Masterton.</li> </ul>
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>Predominantly cyclists will complete the full circuit. The proposed riverbank trail will suit walkers, joggers, leisure cyclists and general visitors.</li> </ul>
<b>Trail experiences and standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>The river trail will be a strong experience for Wairarapa showcasing one of the region's rivers.</li> <li>The wineries of the Ōpaki region will provide a strong food and wine experience for trail users and the trail will provide a stimulus for them.</li> <li>A circuit of approximately 28 km provides a good half day to day ride/trail experience for many of the target markets.</li> </ul>
<b>Destinations/points of interest along section, including points of difference</b>	<ul style="list-style-type: none"> <li>Ōpaki wineries.</li> <li>The Ruamāhanga River provides swimming and fishing and river views from the proposed riverbank works.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>Stopbank works are required by Greater Wellington Regional Council and they must include trail considerations.</li> <li>Some private land may be required to be used.</li> <li>On road cycling and off-road trail are used together in this loop – may mix markets.</li> <li>Crossing SH2 and the rail crossing</li> </ul>
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>Ōpaki and the river form the strong experience elements.</li> <li>A good opportunity to build a loop trail for Masterton residents.</li> </ul>

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Stakeholder matters requiring discussion</b>	<ul style="list-style-type: none"> <li>Greater Wellington Regional Council and Masterton District Council. KiwiRail for train line crossing, and Waka Kotahi for SH2 crossing points.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>Medium.</li> </ul>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>Some infrastructure may be required including toilets.</li> </ul>
<b>Management Authority(s) and Groups</b>	<ul style="list-style-type: none"> <li>Masterton District Council, Greater Wellington Regional Council</li> <li>Henley Lake Trust</li> <li>PSGEs, Rūnanga, Hapū and Marae</li> <li>Waipoua River Action Group</li> <li>Māhunga Golf Course</li> <li>Private Landowners</li> </ul>



## Experience Loop Costing

**Table 16.** Indicative Costs - Masterton Ōpaki Experience Loop

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	2	each	\$100,000
Trail formation	\$65.00	26,200	m	\$1,703,000
Bridges	\$4,000.00	0	m	\$0
Trail control devices (barriers/crossings/bollards)	\$40,000	1	Provisional sum	\$40,000
Major culverts	\$5,000	3	each	\$15,000
Signage/Road markings	\$15,000	1	Provisional Sum	\$15,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$45	21700	m	\$976,500
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
<b>Total</b>				\$2,887,500
<b>Professional Services (10%)</b>				\$288,750
<b>Contingency (20%)</b>				\$635,250
<b>Total</b>				<b>\$3,811,500</b>

Source: Xyst / TRC Tourism 2021

## EXPERIENCE LOOP – TRAIL 7. MASTERTON RIVERS LOOP

### Trail Description (Approximately 11.5 km)

This description is intended to be general in nature and outlines the preferred route. Detailed planning, negotiation and design is required to confirm the route or any alternative prior to construction.

The purpose of this experience is to provide a shorter loop trail from Masterton that suits trail users of all market types and utilises all the features of the river system within Masterton south.

Beginning at the edge of town on Johnstone Street, an off-road trail in the road corridor follows Johnstone Street, then Te Whiti Road before turning into Pokohiwi Road, where it follows along the existing roadway.

A proposed private land corridor follows the Makoura Stream bank, down to the Ruamāhanga River, continuing along the river stopbank to the junction with Waingawa River. The proposed trail then follows upstream along the Waingawa River to meet with the Hughes Line option for the Carterton – Masterton trail.

The following figures provides the map of the proposed Masterton Rivers Experience Loop and the proposed breakdown of trail types for the proposed loop.

Figure 40. Map of the Masterton Rivers Experience Loop



Source: Xyst / TRC Tourism 2021

**Figure 41.** Trail Types – Proposed Masterton Rivers Loop



## Trail Considerations

**Table 17.** Trail Considerations – Masterton Rivers Experience Loop.

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Role in FTT Network</b>	<ul style="list-style-type: none"> <li>This trail provides an important experience loop from Masterton.</li> </ul>
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>This trail is proposed to offer several markets access to experiences. These include leisure riders, trail users, and walkers, joggers, general visitors and other specific groups including families and all ability access.</li> </ul>
<b>Approximate distance and duration</b>	<ul style="list-style-type: none"> <li>15.5 km inclusive of the river connection into Gladstone.</li> </ul>
<b>Trail experiences and standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>Off-road trail use through rural Wairarapa along the famous river systems linking the urban features of Masterton.</li> </ul>
<b>Destinations/points of interest along section, including points of difference</b>	<ul style="list-style-type: none"> <li>Trails following the river provide access to the fishing, swimming, and other water-based recreation of the river system.</li> <li>Hood Aerodrome and associated historical elements, and the Vintage Aviator Museum Masterton are also accessible from this loop.</li> </ul>
<b>Potential route alternatives</b>	<ul style="list-style-type: none"> <li>Trail users can return to Masterton via the trails proposed on the Carterton Gladstone loop discussed in the appropriate section.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>Land and stopbank access along the river are dependent upon the GWRC river planning and private landowner access.</li> <li>A suitable route identified over private land to provide a good grade of access between two river terraces.</li> </ul>

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>• This trail provides a strong experience and lifestyle-based opportunity for the residents of Masterton, as well as providing a strong visitor economy trail that gives full day alternatives.</li> </ul>
<b>Stakeholder matters requiring resolution /discussion</b>	<ul style="list-style-type: none"> <li>• Some private landowner issues to be resolved.</li> <li>• GWRC planning and river program.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>• High.</li> </ul>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>• Predominantly existing or already accounted for in other trail sections.</li> </ul>
<b>Management Authority(s) and/or Special Interest Groups(s)</b>	<ul style="list-style-type: none"> <li>• Masterton &amp; Carterton District Councils, Greater Wellington Regional Council</li> <li>• Hood Aerodrome</li> <li>• PSGEs, Rūnanga, Hapū and Marae</li> <li>• Wairarapa Trails Action group</li> <li>• Makoura Stream Care Group</li> </ul>



## Trail Loop Costing

**Table 18.** Indicative Costs - Masterton Rivers Loop

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	1	each	\$50,000
Trail formation	\$65.00	10,500	m	\$682,500
Bridges	\$4,000.00	0	m	\$0
Trail control devices (barriers/crossings/ bollards etc)	\$40,000	1	Provisional sum	\$40,000
Major culverts	\$5,000	2	each	\$10,000
Signage/Road markings	\$15,000	1	Provisional Sum	\$15,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$45	9300	m	\$418,500
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
<b>Total</b>				\$1,254,000
<b>Professional Services (10%)</b>				\$125,400
<b>Contingency (20%)</b>				\$275,880
<b>Total</b>				<b>\$1,655,280</b>

Source – Xyst / TRC Tourism 2021.

## EXPERIENCE LOOP - TRAIL 8. CARTERTON TO GLADSTONE

### Trail Description

This description is intended to be general in nature and outlines the preferred route. Detailed planning, negotiation and design is required to confirm the route or any alternative prior to construction.

This experience trail is primarily designed for cycling. Initially a larger component of on-road trail is inevitable while the planning work is undertaken to resolve consent and route details to enable off-road trails.

Following the Carterton to Masterton route, at the 4km mark, turn right into East Taratahi Road. An off-road trail (6km) follows down the road corridor to the first of several river terraces where vineyards and wineries are located. At the second river terrace (8.5 km) the trail merges onto the gravel road and drops down to beside the Ruamāhanga River and a local reserve – the road finishes at 9.5 km mark.

Following along a proposed trail through vineyards and along the river terrace, the trail drops down another terrace and connects to a public reserve beside the Gladstone bridge.

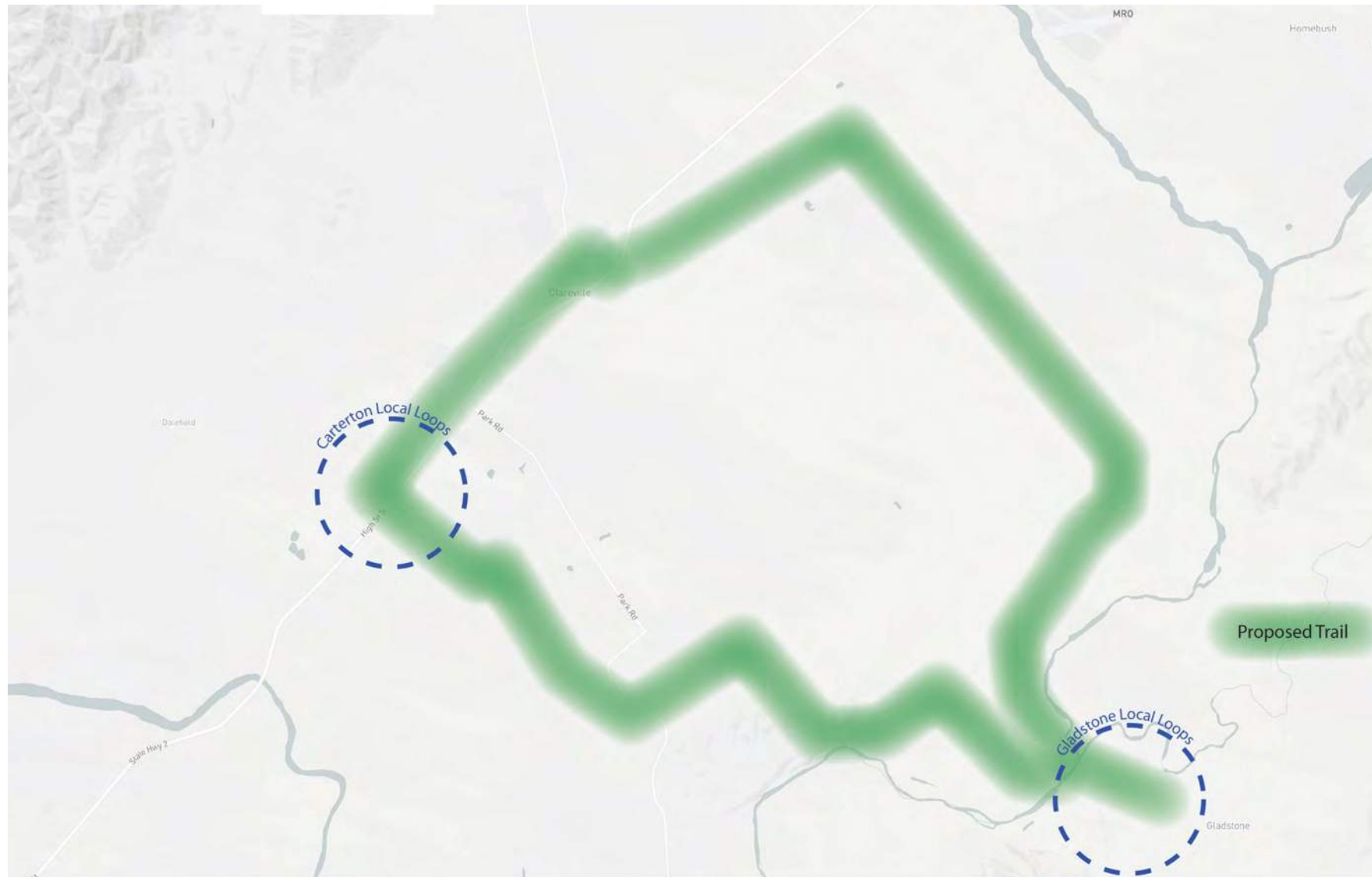
A proposed 160 m suspension bridge (or clip on) provides safe access over the Ruamāhanga River to the Gladstone Inn on the eastern bank.

Crossing back over the river to the western side, an off-road trail follows Gladstone Road, crossing the road to allow riders to visit further wineries, before linking into the Carter Scenic Reserve. A trail through the reserve brings riders to a river terrace, where a proposed trail links into a paper road, passing through bush and farmland to Triffin Road.

Following along Tiffin Road, then crossing Tiffin Road and a new off-road trail follows along Woodlands, Rayners, Para, Baylis and Waitangi Road corridors, then follows an unformed road section to the end of Johnsons Road. A proposed route crosses along the boundary of private land, then the route is on road along Marshall and Hilton Road into Carterton.

Note: many of the road corridors around Carterton are only 10m wide. Total trail length = 26 km.

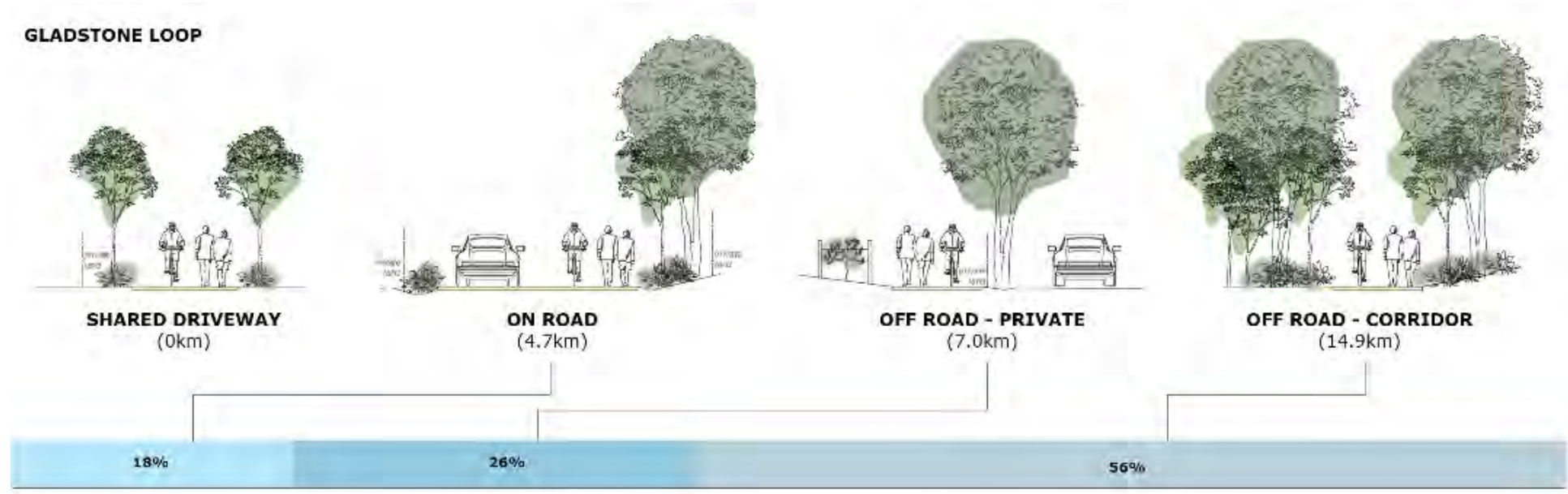
**Figure 42.** Map of the proposed Carterton to Gladstone Experience Trail/Loop.



Source: Xyst / TRC Tourism 2021.

The following figure provides an indicative trail type infographic for the Carterton to Gladstone trail section.

**Figure 43.** Carterton to Gladstone Experience Loop Indicative Trail Type



Source: Xyst / TRC Tourism 2021.

## Trail Considerations

**Table 19.** Proposed Trail Considerations – Carterton to Gladstone Loop

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Role in FTT Network</b>	<ul style="list-style-type: none"> <li>Designed as a loop trail from Carterton to Gladstone and returning via a loop or on the same route.</li> <li>The on-road sections of this trail have been identified as lower use roads than the main throughfare routes – but still present less than ideal trail types.</li> </ul>
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>This section of the trail provides a link to Gladstone and the wineries and river in the region and connects Carterton to the southern parts of the network via on and off-road trails.</li> <li>The trail will appeal to leisure cyclists, trail walkers, road cyclists, general visitors and other market segments.</li> </ul>
<b>Trail experiences and standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>If taking the Hughes Line from Carterton and south on the East Taratahi Rd – then off-road trail is proposed for the entire route into Gladstone.</li> <li>The route passes several wineries and cellar doors, before arriving at Gladstone with an alternative stop off on the river.</li> </ul>

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
	<ul style="list-style-type: none"> <li>• Returning to Carterton via the western route requires some on road trail use suitable for leisure cyclists and road cyclists as well as general visitors on bicycles.</li> <li>• Gladstone Inn is a very popular stop for locals and visitors alike.</li> </ul>
<b>Destinations/points of interest along section, including points of difference</b>	<ul style="list-style-type: none"> <li>• Gladstone Inn and several wineries in the Gladstone region</li> <li>• Hurunui-o-Rangi Marae</li> <li>• Carter Scenic Reserve</li> </ul>
<b>Potential route alternatives</b>	<ul style="list-style-type: none"> <li>• Returning to Carterton via the western proposed route has several alternatives. Some roads closer to Carterton are only minor in width and not suitable for an off-road path, with on-road routes identified with low traffic volumes.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>• Mixing surfaces on the return route hinders the suitability of some markets in using the western return leg.</li> <li>• Carter Scenic Reserve is Department of Conservation administered and cycling access issues would need to be resolved.</li> </ul>
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>• Outstanding wineries and hotel make this a potentially popular day ride from Carterton.</li> <li>• Cycling north-eastward to Masterton on the proposed river trail.</li> </ul>
<b>Stakeholder matters requiring /discussion</b>	<ul style="list-style-type: none"> <li>• Predominantly Carterton District Council.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>• High</li> </ul>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>• A new bridge for trail users over the Ruamāhanga River to access the Gladstone Inn is required.</li> </ul>
<b>Management Authority(s) and/or Special Interest Groups(s)</b>	<ul style="list-style-type: none"> <li>• Carterton District Council</li> <li>• Department of Conservation</li> <li>• Hurunui-o-Rangi Marae</li> </ul>



## Trail Costing

**Table 20.** Indicative cost estimates - Carterton to Gladstone Experience Loop

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	1	each	\$50,000
Trail formation	\$65.00	21,900	m	\$1,423,500
Bridges (160 m)	\$4,000.00	160	m	\$640,000
Trail control devices (barriers/crossings/bollards etc)	\$40,000	1	Provisional sum	\$40,000
Major culverts	\$5,000	4	each	\$20,000
Signage/Road markings	\$15,000	1	Provisional Sum	\$15,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$45	7000	m	\$315,000
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
<b>Total</b>				\$2,541,500
<b>Professional Services (10%)</b>				\$254,150
<b>Contingency (20%)</b>				\$559,130
<b>Total</b>				<b>\$3,354,780</b>

Source: Xyst / TRC Tourism 2021.

## EXPERIENCE LOOP TRAIL – TRAIL 9. MARTINBOROUGH VINEYARD

### Trail Description

This description is intended to be general in nature and outlines the preferred route. Detailed planning, negotiation and design is required to confirm the route or any alternative prior to construction.

Martinborough represents one of New Zealand's premier wine and food focussed visitor destinations. This experience loop is designed to provide connections for visitors to some of the region's premium wines and river frontages.

Martinborough also contains many wide streets that can be ridden more safely than narrower types of road reserves.

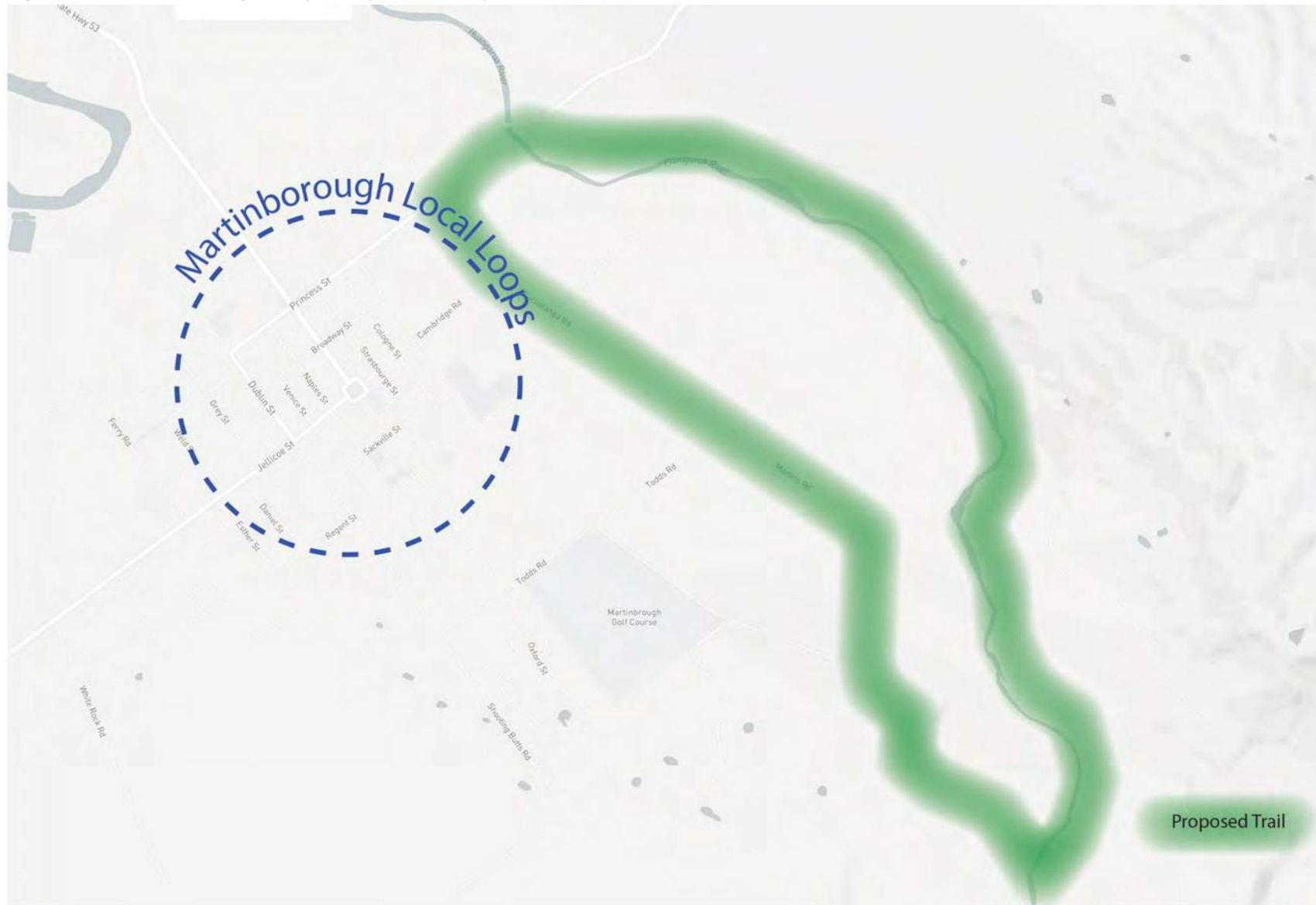
Travel out of Martinborough on the link to Greytown. At the junction of Princess Street and Puruatanga Road, follow a new off-road trail in the road corridor, passing wineries and vineyards along the route, continuing along Martins Road corridor, then onto Hinekura Road corridor to the Huangarua River.

Utilising a traffic warning system on the Huangarua River bridge, trail users utilise the existing road bridge over the river, before turning downstream and following a proposed route through private land, adjacent to the river corridor. This route follows the river downstream to join back into the Greytown-Martinborough link route at the downstream Huangarua River bridge, and then follows the route back into Martinborough.

Total trail length – excluding links = 10.5 km

The map below provides a depiction of the loop – excluding town connections which can be developed with many alternatives.

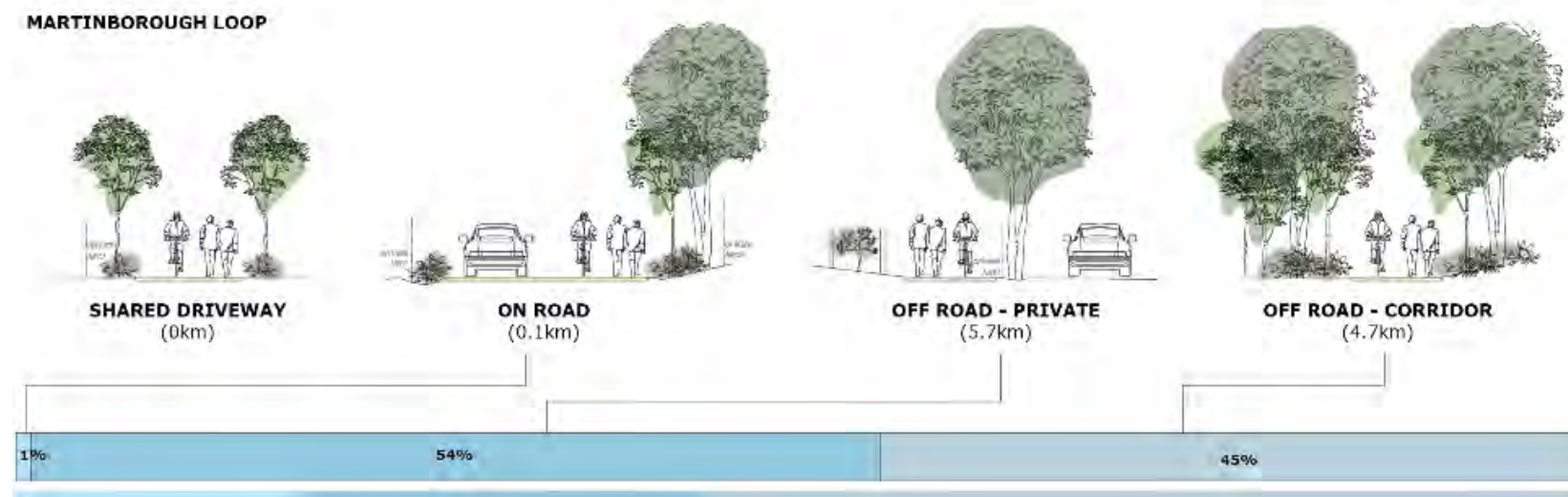
**Figure 44.** Martinborough Vineyard Experience Loop



Source: Xyst / TRC Tourism 2021.

The following figure provides the indicative trail types for the proposed Martinborough Vineyard loops.

**Figure 45.** Indicative Trail Types – Martinborough Vineyard Experience Loop



Source: Xyst / TRC Tourism 2021.

## Trail Considerations

**Table 21.** Trail Considerations – Martinborough Vineyard Experience Loop

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Role in FTT Network</b>	<ul style="list-style-type: none"> <li>An off-road loop and an on-road cycle trip for potential visitors to the Martinborough town predominantly aimed at cycling and walking / jogging.</li> </ul>
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>Leisure cyclists, trail users including running and walking (off-road section), general visitors and those visitors seeking a curated commercial tour or accessing hire bicycles.</li> <li>Residents using the trails for exercise.</li> </ul>
<b>Approximate distance and duration</b>	<ul style="list-style-type: none"> <li>10 km approximately.</li> </ul>
<b>Trail experiences and standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>Martinborough’s famous wines and the village life.</li> <li>Adjacent to Hau Ariki Marae.</li> </ul>
<b>Destinations/points of interest along section, including points of difference</b>	<ul style="list-style-type: none"> <li>The Huangarua River, several wineries, Martinborough wineries.</li> <li>Historical buildings in the town.</li> </ul>

# 221

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Potential route alternatives</b>	<ul style="list-style-type: none"> <li>• These loops were discussed with the cycling community in Martinborough and while other alternatives exist, the proposed route is thought to present the optimal off-road and on road trails.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>• Some stopbank and private land access will be required.</li> </ul>
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>• Provide a very strong off-road trail in and around Martinborough to showcase the Martinborough and Wairarapa wines and also provide access to some accommodation and food stops.</li> </ul>
<b>Stakeholder matters requiring resolution /discussion</b>	<ul style="list-style-type: none"> <li>• Some private land and stop-banks may be required.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>• High</li> </ul>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>• Some bridge works may be required on the Huangarua River, dependent upon the Greytown to Martinborough link.</li> </ul>
<b>Management Authority(s) and/or Special Interest Groups(s)</b>	<ul style="list-style-type: none"> <li>• Greater Wellington Regional Council, South Wairarapa District Council</li> <li>• PSGEs, Rūnanga, Hapū and Marae</li> </ul>



## Trail Costings

**Table 22.** Indicative Costs – Martinborough Vineyard Experience Loop

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	0	each	\$0
Trail formation	\$65.00	10,400	m	\$676,000
Bridges (110 & 75 m)	\$4,000.00	0	m	\$0
Trail control devices (barriers/crossings/bollards etc)	\$40,000	1	Provisional sum	\$40,000
Major culverts	\$5,000	3	each	\$15,000
Signage/Road markings	\$15,000	1	Provisional Sum	\$15,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$45	5700	m	\$256,500
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
<b>Total</b>				\$1,040,500
<b>Professional Services (10%)</b>				\$104,050
<b>Contingency (20%)</b>				\$228,910
<b>Total</b>				<b>\$1,373,460</b>

Source: Xyst – TRC Tourism 2021.

## EXPERIENCE TRAIL - TRAIL 10. WAINGAWA TO THE CLIFFS

### Proposed Trail Description

Approximately 500m upstream of the Waingawa and Ruamāhanga river confluence, a new 170 m suspension bridge spans the Waingawa River. Crossing over to the western side of the rivers, the trail follows along the edge of farmland / Regional Council river control areas for approximately 3 kms. A steeper section of trail takes riders from river level up on to the higher river terraces where vineyards are established - the trail follows the edge of the river terrace and vineyards for 2 kms to Dakins Road and the Carterton - Gladstone circuit route.

This section of trail (and Experience Trail 11) potentially follows the proposed alignment for the Pūkaha to Kawakawa (WaiP2K). The WaiP2K trail follows the Ruamāhanga River and is driven by a collaborative network of communities and organisations. It covers the whole landscape from north to south and from east to west, from the mountains to the sea. Its vision is for thriving biodiversity and connected communities where land, water and people flourish. It operates across environmental, economic, cultural and social domains.

The following map contains the proposed route and corridor for the loop.

**Figure 46.** Map of the proposed Waingawa to the Cliffs Experience Trail



The following figure provides the indicative trail types for the proposed Waingawa to the Cliffs Experience Trail/Loop.

**Figure 47.** Indicative Trail Types – Waingawa to the Cliffs Experience Loop



Source: Xyst / TRC Tourism 2021.

## Trail Considerations – Waingawa to Gladstone

**Table 23.** Trail considerations – Waingawa to Gladstone

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
<b>Role in FTT Network</b>	<ul style="list-style-type: none"> <li>This trail provides an important loop from Masterton, in addition to providing a link to Gladstone and the southern elements of the WFTTN along the Ruamāhanga River proposed river trail.</li> </ul>
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>This trail is proposed to offer several markets access to experiences. These include leisure cyclists, walkers, joggers, general visitors and other specific groups including families with a wide range of ability levels.</li> </ul>
<b>Approximate distance and duration</b>	<ul style="list-style-type: none"> <li>5.4 kms inclusive of the river connection into Gladstone.</li> </ul>
<b>Trail experiences and standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>Off road trail use through rural Wairarapa along the famous river systems linking the urban features of Masterton and the Masterton Rivers Loop and the rural charm and wineries of Gladstone.</li> </ul>
<b>Destinations/points of interest along section, including points of difference</b>	<ul style="list-style-type: none"> <li>Trails following the river provide access to the fishing, swimming and other water-based recreation of the river system.</li> </ul>

IMPORTANT CONSIDERATIONS/CRITERIA	DESCRIPTION
	<ul style="list-style-type: none"> <li>The Cliff and Gladstone wineries and the Gladstone Inn are popular eating and drinking establishments.</li> <li>Hood Aerodrome and associated historical elements are also provided for close to this section.</li> </ul>
<b>Potential route options</b>	<ul style="list-style-type: none"> <li>Trail users can return to Carterton or Masterton via the trails proposed on the Carterton Gladstone loop discussed in the appropriate section.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>Land and stop bank access along the river are dependent upon the GWRC river planning and private landowner access.</li> <li>A suitable route identified over private land to provide a good grade of access between two river terraces.</li> </ul>
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>This trail provides a strong experience and lifestyle-based opportunity for the residents of Masterton, as well as providing a strong visitor economy trail that gives full day options, as well as further options to travel through the various sections and elements of the proposed network.</li> </ul> <p>The proposed trail follows part of the proposed WaiP2K trail.</p>
<b>Stakeholder matters requiring resolution /discussion</b>	<ul style="list-style-type: none"> <li>Private landowner issues to be resolved and agreements in place where required.</li> <li>Greater Wellington Regional Council planning and river program.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>High</li> </ul> <p>It is noted that some elements of this section require extensive planning. The planning is a high priority to overcome the issues.</p>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>A long 170 metre suspension bridge over the Waingawa River is required.</li> </ul>
<b>Management Authority(s) and/or Special Interest Groups(s)</b>	<ul style="list-style-type: none"> <li>Masterton &amp; Carterton District Councils, Greater Wellington Regional Council</li> <li>PSGEs, Rūnanga, Hapū and Marae</li> <li>WaiP2K Alliance</li> </ul>



## Waingawa to Gladstone Experience Trail Costing

**Table 24.** Indicative Costs - Waingawa to Gladstone Experience Loop

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	0	each	0
Trail formation	\$65.00	5450	m	\$354,250
Bridges	\$4,000.00	170	m	\$680,000
Trail control devices (barriers/crossings/bollards)	\$40,000	1	Provisional sum	\$40,000
Major culverts	\$5,000	3	each	\$15,000
Signage/Road markings	\$15,000	1	Provisional Sum	\$15,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$45	5450	m	\$245,250
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
<b>Total</b>				\$1,387,500
<b>Professional Services (10%)</b>				\$138,750
<b>Contingency (20%)</b>				\$305,250
<b>Total</b>				<b>\$1,831,500</b>

## EXPERIENCE TRAIL - TRAIL 11. GLADSTONE TO MORRISON'S BUSH

### Proposed Trail Description

From the Gladstone Inn, a trail leads through the adjacent Gladstone Reserve to the river-bank and then heads downstream passing under the Gladstone Road bridge. The trail then follows the river-bank crossing over private land for 1500m to link in with an unformed section of Ahiaruhe Road. After a further 500 metres the formed section of road is accessed.

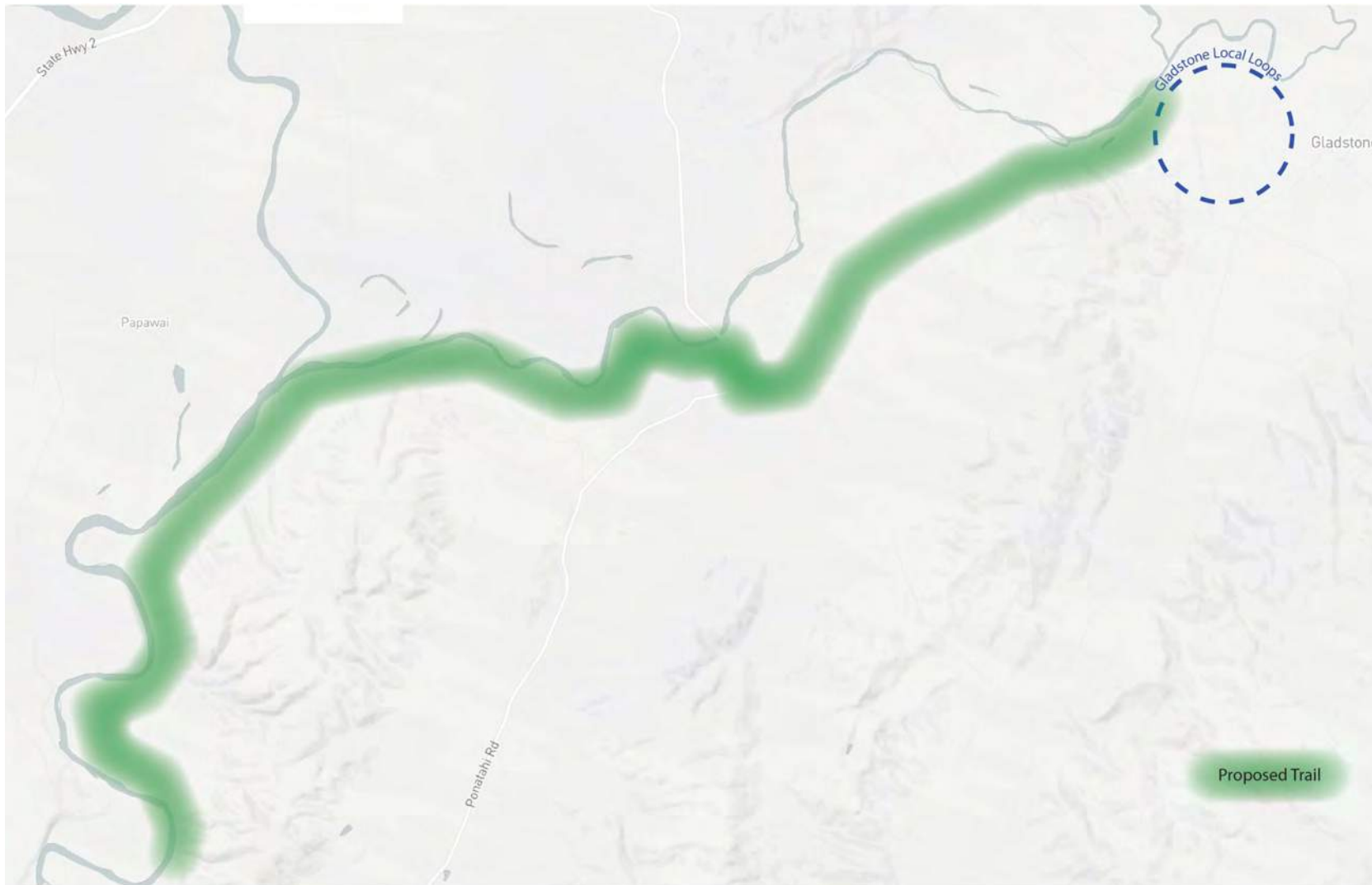
Trail users can follow along this sealed road for 4.1 kms to the Millars Road intersection - and they could visit the Aotearoa Stonehenge site. At this point a new 1.3 km off-road trail is formed in the road corridor, with a 35m suspension bridge over the Ahiaruhe Stream, continuing along to the junction of Millars and Kokotau Roads, and along Kokotau Road to the Ruamāhanga River.

The proposed trail travels across private farmland (subject to landowner consent), following the river-bank / edge of farmed areas / Regional Council river control areas for approximately 16.4 kms - until meeting the proposed Greytown - Martinborough route opposite the Morrison's Bush campground. The only road access point is via Foreman-Jury Road and there are 5 major stream crossing points along this trail route.

As per the previous Experience Loop (Experience Trail 10 – Waingawa to Morrison's Bush) – this route potentially follows part of the WaiP2K proposed route.

The following map contains the proposed route and corridor for the loop.

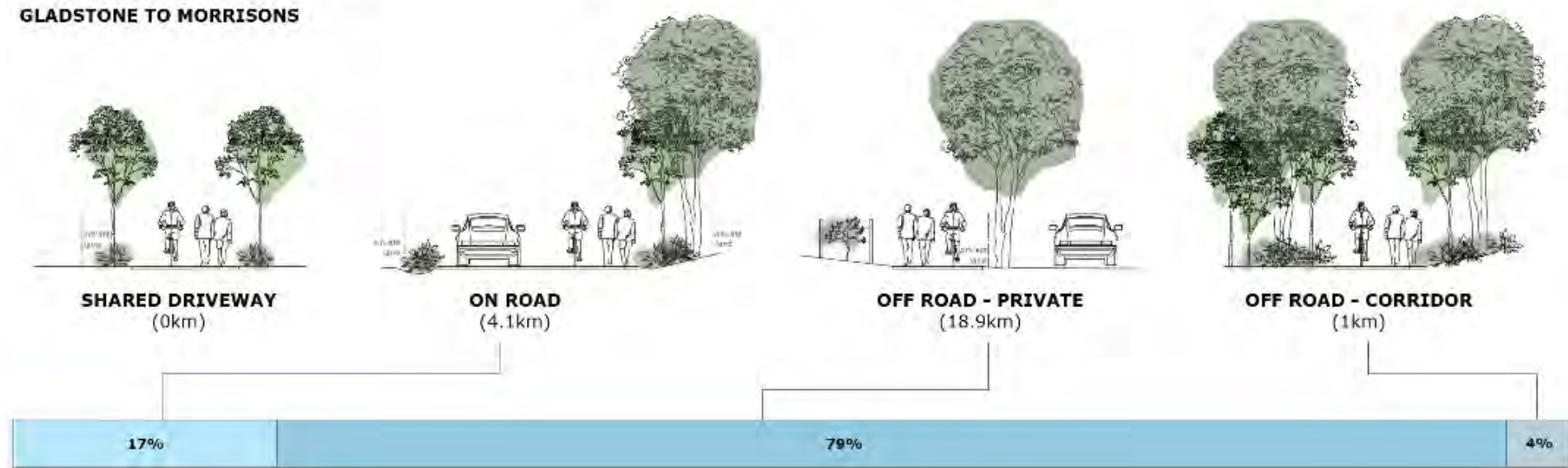
**Figure 48.** Map of the proposed Gladstone to Morrison’s Bush Experience Trail



Source: Xyst / TRC Tourism 2021.

The following figure provides the indicative trail types for the proposed Gladstone to Morrison’s Bush Experience Loop Trail.

**Figure 49.** Indicative Trail Types – Gladstone to Morrison’s Bush



Source: Xyst / TRC Tourism 2021.

## Trail Considerations – Gladstone to Morrison’s Bush

**Table 25.** Trail considerations – Gladstone to Morrison’s Bush

IMPORTANT CONSIDERATIONS / CRITERIA	DESCRIPTION
<b>Role in WFTTN Network</b>	<ul style="list-style-type: none"> <li>This section of trail provides a river ride from Gladstone through to the Morrison’s Bush camping area, with trail users then able to keep heading south into Martinborough. This proposed section effectively closes the loop on the WFTTN network outer circuit.</li> </ul>
<b>Likely user groups/target markets for this section</b>	<ul style="list-style-type: none"> <li>This section of trail will be used by several markets including leisure cyclists, trail walkers, joggers, general visitors and other markets.</li> <li>A small section of on road trail for cycling is proposed through Ahiaruhe.</li> </ul>
<b>Approximate distance and duration</b>	<ul style="list-style-type: none"> <li>23.5 km</li> </ul>

IMPORTANT CONSIDERATIONS / CRITERIA	DESCRIPTION
<b>Trail experiences and standards (meeting identified market needs)</b>	<ul style="list-style-type: none"> <li>Likely to be a Grade 2 trail – the predominant experience will be trail use alongside the river systems of the Wairarapa. Departing from Gladstone and arriving at Morrison’s Bush camping area, the trail will also provide important connections south to Martinborough, west to Carterton and Greytown, and north east to Masterton.</li> </ul>
<b>Destinations/points of interest along section, including points of difference</b>	<ul style="list-style-type: none"> <li>The Gladstone Inn and the wineries of the Gladstone area, and the river are the main points of interest, Aotearoa Stonehenge can be accessed by a small side trip from the trail.</li> </ul>
<b>Potential route options</b>	<ul style="list-style-type: none"> <li>Geography constrains the options available.</li> </ul>
<b>Challenges and issues with developing this section</b>	<ul style="list-style-type: none"> <li>As a substantial portion of this trail section is on the river system, stop banks and private property access is crucial to the section being viable. Consents and agreements will be required.</li> </ul>
<b>Opportunities with this section</b>	<ul style="list-style-type: none"> <li>Work with Greater Wellington Regional Council on their riverbank program to use the stop bank system where possible.</li> <li>The section picks up Stonehenge and Ahiaruhe House as existing products.</li> <li>The proposed trail forms part of the proposed WaiP2K trail.</li> </ul>
<b>Stakeholder matters requiring resolution /discussion</b>	<ul style="list-style-type: none"> <li>Private landowners and Greater Wellington Regional Council are important for this section to proceed.</li> </ul>
<b>Priority</b>	<ul style="list-style-type: none"> <li>High</li> </ul>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>Mostly on road signs and trail furniture.</li> </ul>
<b>Management Authority(s) and/or Special Interest Groups(s)</b>	<ul style="list-style-type: none"> <li>Masterton and Carterton District Councils, Greater Wellington Regional Council</li> <li>PSGEs, Rūnanga, Hapū and Marae</li> <li>WaiP2K Alliance</li> </ul>

## Gladstone to Morrison's Bush Costings

**Table 26.** Indicative Costs - Gladstone to Morrison's Bush Experience Trail

ITEM	RATE	QUANTITY	UNIT	TOTAL
Trail head improvements	\$50,000	1	each	\$50,000
Trail formation (higher price due to access issues)	\$80.00	19,990	m	\$1,592,000
Bridges	\$4,000.00	100	m	\$400,000
Trail control devices (barriers/crossings/bollards)	\$40,000	2	Provisional sum	\$80,000
Major culverts	\$5,000	5	each	\$25,000
Signage/Road markings	\$15,000	1	Provisional Sum	\$15,000
Trail counters	\$8,000	1	each	\$8,000
Fencing contributions	\$45	18900	m	\$850,500
Landscaping/Amenity improvements	\$30,000	1	Provisional Sum	\$30,000
<b>Total</b>				\$3,050,500
<b>Professional Services (10%)</b>				\$305,050
<b>Contingency (20%)</b>				\$671,110
<b>Total</b>				<b>\$4,026,660</b>



## 10 Master Plan Construction Cost Summary

Costs identified in this Master Plan are provided for budgetary purposes. They are based on industry knowledge and recent tender and construction performance and are generally on a per lineal meter or per item basis. They are not based on engineering design or specifications.

Provision for some project management and contingency costs has been made. It is acknowledged that some trail corridors will require significant statutory planning, and this has not been included in the cost estimates provided in the trail and loop detail sections of this plan. Some of these planning costs are assumed to be able to be borne by the Territorial Authorities while others may require additional allowances.

It is proposed that as each trail section is planned in more detail, full works costings and allowances will be made by the project manager. WTAG may also seek to put in place some planning capability to the process of consents, agreements, and more detailed route negotiations.

All costs are based on 2021 New Zealand dollar estimates which will change over the life of this master plan.

**Table 27.** Trail Network Summary Costs

SIGNATURE TRAIL COSTS		
Section	Location	Cost Estimate (rounded up)
1	Featherston to Greytown	\$2,528,000
2	Greytown to Carterton	\$2,344,000
3	Carterton to Masterton	\$2,748,000
4	Greytown to Martinborough	\$2,164,000
5	Featherston to Martinborough	\$5,915,000
<b>TOTAL</b>		<b>\$15,699,000</b>

EXPERIENCE TRAIL / LOOP TRAIL COSTS		
Section	Location	Cost Estimate (rounded up)
6	Masterton Ōpaki Loop	\$3,812,000
7	Masterton Rivers Loop	\$1,655,000
8	Carterton to Gladstone Loop	\$3,355,000
9	Martinborough Vineyard Loop	\$1,374,000
10	Waingawa to The Cliffs Loop	\$1,832,000
11	Gladstone to Morrison's Bush	\$4,027,000
<b>TOTAL</b>		<b>\$16,055,000</b>

**Total implementation costs of the network are \$31,754,000**



## 11 Implementation Guide

This trails master plan is designed to provide guidance to the routes and infrastructure required to deliver the vision for Wairarapa as a world class trails destination.

Flexibility is the key to delivering outcomes in a plan that has a life of at least 5 years.

Accordingly, the implementation guide is general in nature, and provides a series of priority actions, most related to planning and ongoing management of the network. Construction details can and will be delivered through the most appropriate manager; most likely being the relevant District Council, Regional Council or land manager (including Department of Conservation).

Figure 50 provides the implementation framework for the master plan. While other elements can be considered, implementing the core elements as described in the headings in the diagram, and as discussed in the following sections will deliver success over a period of time only constrained by budget.

Priorities are listed as High, Medium and Low and also include the term Foundation:

- High should be undertaken as soon as resourcing allows
- Foundation underpins much of the way the plan will be implemented
- Medium is generally once high has been completed
- Low can be deferred until the high and mediums are underway.

**Figure 50.** Implementation Guidelines – Elements to be Considered





## ELEMENT 1. STRONG GOVERNANCE, MANAGEMENT AND FUNDING

This essential element includes governance, effective trail management and funding. Strong and effective governance of the trail destination and trail network is essential to a successful destination.

This plan acknowledges Wairarapa Trails Action Group (WTAG) as the appropriate mechanism to pursue governance for the implementation of the master plan. WTAG was developed in response to the growing need for the region to take a holistic approach to trail development.

Current WTAG Members include:

- District Councils (South Wairarapa, Carterton and Masterton)
- Destination Wairarapa
- Greater Wellington Regional Council
- Department of Conservation
- Trails Wairarapa Trust
- Greytown Trails Trust
- Wairarapa Moana Trail Trust

Reforming the WTAG as a Master Plan implementation body is essential. This may only involve altering the terms of reference, or it may involve a governance review to determine the most effective and efficient means of formalising the role of WTAG, given the roles of other members.

Consideration could be given to an independent chair, private sector invitees that may include tourism business representatives, and community members reflecting a skills matrix required to deliver the plan.

Importantly, funding for the planning, community engagement, construction and maintenance of the network will require careful consideration. Capital funding can often be ad-hoc in timing reflecting grant opportunities.

Management and maintenance funds are essential to keep the trails to a high standard. In the event maintenance slips, the standard of the experience drops and there is a direct correlation to the user experience and accordingly downstream economic benefits to the region.

Day to day management and oversight of the trails is essential not only to the standard of the trails, but also to the visitor experience being maintained. Both ongoing management and maintenance are fundamental to the trails' future.

Developing the agreements and aligning them to the principles and goal are essential. Appropriate ongoing management including maintenance will ensure the trail continues to deliver on the world class signature trail standard it is designed to be.

### Actions - Proposed Governance

ACTION NUMBER	ACTION	PRIORITY	LEAD
1.1	Approve the Master Plan and endorsement in principle to proceed.	High	WTAG
1.2	Undertake a governance review to determine the best model for planning and delivering the master plan.	High	WTAG
1.3	Implement the review findings.	Foundation	Members of the new entity
1.4	Undertake a financial plan that includes the accountability of individual members, Councils, national government funding opportunities and likely long term maintenance considerations.	High	New Entity
1.5	Develop trail management guidelines and accountabilities.	High	New entity

## ELEMENT 2. TRAIL PLANNING

This master plan provides the overall network plan for the WFTTN. There are many elements that require further detailed planning. This may include but not be limited to:

- Optimal detailed routes within the proposed route corridors contained within this plan
- Land holder agreements where the land may not be Council managed or owned
- KiwiRail consent to use and/or cross KiwiRail land
- Consultation and engagement with PSGEs, Rūnanga, Hapū and Marae regarding areas to avoid, place of interest and business opportunities
- Negotiation with GWRC and other land managers in relation to stop-bank and river protection works that can involve trail design and construction
- Using the trail corridor for land protection and conservation works including weed eradication, planting of native species and community-based activity
- Negotiation with Waka Kotahi regarding crossings of State Highways and other safety issues
- Planning of infrastructure including trail head car parks, routes through urban towns (in conjunction with the community)
- Alignment with Council long term plans

Strong planning is essential to take the master plan and deliver the trail network. This is especially so for Wairarapa where in some cases, obvious routes are currently not available or deemed to be sensitive prior to detailed discussions with landowners.

### Actions - Proposed Planning

ACTION NUMBER	ACTION	PRIORITY	LEAD
2.1	Ensure planning capability is within the new entity, or at least the ability to influence planning in District Councils.	High	New Entity
2.2	Develop a database of the planning constraints and issues across the proposed trail network corridor for prioritisation (starting with Signature Trails).  Develop consistent trail section planning guidelines that outline the process and protocols needed for preparing each trail section project plan.	High	New Entity
2.3	Implement detailed route planning for the highest priority alignments on the Signature Trail corridors.	High	New Entity
2.4	Engage broadly with partner agencies and landholders to determine detailed routes where no approved route exists.	High	New Entity
2.5	Ensure alignment of the master plan with other plans currently in development including the DMP for Wairarapa.	High	New Entity District Councils
2.6	Work with the private sector and other potential partners identified in this section to seek support for the planning.	Medium	New Entity
2.7	Develop a financial investment database including a register of contributions to record all investment in trail planning and construction to aid funding.	High	New Entity

### ELEMENT 3. INDUSTRY AND COMMUNITY PARTNERSHIPS

Developing partnerships is critical not only for the success of the trail network, but for the ongoing activation and management of the network to achieve the maximum benefit from it. Establishing those partnerships as early as possible in the detailed planning phase of the section and/or implementation plan will benefit all partners in the longer term.

Building lasting and meaningful partnerships also brings a sense of community to the trail management and instils pride and volunteerism to it.

Working with the partners in the Wellington Regional Trails Framework is also critical for consistency and alignment with the broader regional strategy.

Partnerships could involve (but not be limited to):

- PSGEs, Rūnanga, Hapū and Marae
- Private Sector businesses
- Community groups with an interest in trails, land management and tourism including WaiP2K Alliance and Wairarapa Moana Trail Trust
- Art and Culture organisations
- Neighbouring TAs and other land and trail managers
- WellingtonNZ
- Department of Conservation
- Landowners
- Trail companies and/or outdoor active groups that may seek a mutually beneficial outcome.

#### Actions - Proposed Industry and Community Partnerships

ACTION NUMBER	ACTION	PRIORITY	LEAD
3.1	Develop a partnership strategy that seeks to maximise the opportunities for PSGEs, Rūnanga, Hapū and Marae, other agencies, groups and businesses to be involved in the ongoing development and management of the network, and that can assist with advocacy of the network's development and worth.	High	New Entity
3.2	Implement the partnership strategy growing the advocacy and engagement with the trail network.	Ongoing	New Entity



## ELEMENT 4. TRAIL CONSTRUCTION AND STANDARDS

Construction of the trail network will ideally be undertaken to a high standard and will follow the principles and guidance outlined in Section 6 of this plan.

Trails will ideally be Grade 1 or Grade 2 and will predominantly be off-road where possible and where a trail route can be physically and legally constructed.

While the trail can be constructed to a certain grade, the design and trail 'surface' can also be considered. As far as possible, a 'Wairarapa' feel to the trail and a design that is used consistently across the network, particularly the Signature Trails, will provide strong brand re-enforcement.

Developing a style guide to help deliver consistent and exceptional trails will help deliver the vision and goals of the project.

Aligning the development of the standards to the broader Wellington Regional Trails Framework and the national standards will also ensure consistent trails and trails that are understood by the user markets.

Scheduling of the trail construction will be undertaken as planning allows. Detailed planning (See Element 2) will take time and construction implementation will require flexibility in scheduling various sections. The Signature Trail elements will take priority over the Experience Loop and Trail elements of the network.

The investment of approximately \$32 million NZ in trail construction over a 10-year period leads to considerable opportunity for trail related construction businesses.

The development of a 'social enterprise' model or trail construction business based in Wairarapa would enable skills to be developed and kept in the region, ultimately with the potential to be exported to other regions in New Zealand.

### Actions - Proposed Trail Construction

ACTION NUMBER	ACTION	PRIORITY	LEAD
4.1	Align the trail construction scheduling with the trail route statutory planning as route details and planning permits are gained.	High	New Entity / District Councils
4.2	Develop a style guide aligned to Wairarapa branding and 'feel' that can be used for construction of the various sections irrespective of whose land it is constructed on.	Medium	New Entity / Destination Wairarapa
4.3	Consider the development of a Trail Construction Business Enterprise or Social Enterprise model to grow skills and employment based on the trail network in Wairarapa.	Medium	New Entity / District Councils

## ELEMENT 5. SUPPORTING INFRASTRUCTURE

Supporting infrastructure can significantly add to the trail user experience and the likelihood of return visitation (in the case of out of region visitors). Trail infrastructure can include (but not be limited) to:

- Toilets
- Bridges
- Trail heads
- Carparks
- Signs
- Bollards
- Barriers
- Fencing

A style guide to continue to develop the trail network infrastructure will assist the development of the branding and experience theme of the WFTTN. It will also ensure that infrastructure is developed to a similar standard to the trail (i.e., Grade 1 and 2), and is consistently applied throughout the network.

The rivers of Wairarapa are a significant landscape feature. Bridging over many of the rivers will be considerable (in excess of 100 metres) and could be a feature of the network. The most likely outcome will be suspension bridges. An example of a feature bridge is shown in Figure 51.

**Figure 51.** Suspension Bridge near Lake Taupo



Source: Nzpocketguide.com

### Actions - Proposed Infrastructure

ACTION NUMBER	ACTION	PRIORITY	LEAD
5.1	Develop a 'style guide' for trail-based infrastructure on the WFTTN enabling a consistent build standard and infrastructure palate that is aligned to the brand.	Medium	New Entity / District Councils
5.2	Consider making the bridges over the significant Wairarapa rivers a feature of the WFTTN through strong design.	Medium	New Entity / District Councils

## ELEMENT 6. MARKETING PROMOTION AND EVENTS

A world class trails destination not only depends on world class trails and supporting infrastructure, but on activation of the network and the promotion and marketing of the trails.

Working with Destination Wairarapa, the WFTTN will be branded and aligned to the new Destination Management Plan currently being developed.

In addition to Destination Wairarapa branding, aligning the WFTTN with 'Find Your Wild' through the Wellington Regional Trails Framework will be important to build the regional approach to trail promotion.

Activating the trail experience through using the infrastructure to support events, pop ups, artists in residents and other activities will provide the economic benefit through increasing trail-based visitation.

Making information on the network available to user markets is critical to building awareness of the WFTTN. This would take the form of digital information, pre-trip and during trip information, social media feeds and pages, printed collateral and partnerships with business and tourism activities to have the network jointly promoted through all relevant channels.

### Actions - Marketing Promotion and Events

ACTION NUMBER	ACTION	PRIORITY	LEAD
6.1	Partner with Destination Wairarapa to ensure the branding of the WFTTN is undertaken appropriately and it sits within the overall brand of Wairarapa.	High	Destination Wairarapa
6.2	Develop a product activation plan including events and other activities based on the trails (or using existing events and activities and align them more to the trails).	Medium	New Entity
6.3	Provide consistent digital and printed information on the trail and how to visit to the network including features, experiences, accommodation etc.	High	New Entity / Destination Wairarapa







## 12 Socio Economic Benefits and Considerations

This section provides an indicative economic benefit assessment of the full development of the proposed trail network. It is designed to identify the scale of the benefits arising from the trail network over a 10- year period. The modelling is based on a number of assumptions.

For any submissions for funding (e.g., government and/or private sector), we recommend that a full economic impact assessment be conducted as part of a business case. This would include detailed analysis of the market segments that would use the trail network and seasonality of use.

### 12.1 Trail Costs

The following table shows 10-year costs for the full trails network (signature trails and experience loops and trails). Annual maintenance costs are assumed to be 1.5% of capital costs.

**Table 28.** Wairarapa WFTTN Costs – 10 Years

Wairarapa Trail Costs	\$ NZ (2021 Prices)
<b>Construction Costs</b>	
Signature Trails	\$15,699,000
Experience Loops and Trails	\$16,055,000
<b>Total Construction Costs</b>	<b>\$31,754,000</b>
<b>Trail Maintenance Costs</b>	
Annual Cost (based on 1.5% of construction cost)	\$476,310
<b>Total 10 Years</b>	<b>\$4,763,100</b>
<b>Total Costs (10 Years)</b>	
<b>Trail Costs</b>	<b>\$36,517,100</b>

### 12.2 Trail Users

The following table shows indicative estimates of trail users over a 10-year period for local users (residents of TAs adjacent to the trails); visitors from elsewhere in New Zealand; and international visitors.

International users are likely to be more limited in the first few years of operation as world travel markets adjust to the covid environment. At the same time, any restrictions on international travel will boost the number of New Zealand residents holidaying locally. The trail network is accessible, and this will generate a significant number of local users from the adjacent local government areas.

These estimates are illustrative only of the potential use of the trail over the 10-year period and show an increase in users from 210,600 in year 1 to around 308,170 in year 10 (selected years only shown).

**Table 29.** Trails Users Estimated in Years 1, 3, 5, 7, 9 and 10

Number Users on Trail (Estimates)	Y1	Y3	Y5	Y7	Y9	Y10
<b>Local Users</b>	93,600	105,287	113,879	123,171	133,222	136,966
<b>Other NZ Users</b>	78,000	87,739	94,899	102,643	111,018	114,138
<b>International Users</b>	19,500	21,900	35,000	45,000	55,500	57,000
<b>Total</b>	<b>210,600</b>	<b>236,896</b>	<b>256,227</b>	<b>277,135</b>	<b>299,749</b>	<b>308,173</b>

Source: TRC/MCa Estimates and Modelling 2021

## 12.3 Spending in the Region

Trail users will spend in the areas in proximity to the trail segments. Some estimates are provided based on assumed average spending by trail users. Average spending levels (per user/day) are assumed and are:

- local users \$30
- other New Zealand users \$170
- international users \$280.

Based on the trail user numbers the following is an estimate of annual spending over the 10-year period. Total spending increases from \$m 21.528 in year 1 to \$m 39.472 in year 10.

**Table 30.** Spending in Region (estimates - \$million estimates)

Spending in Region (estimates) \$million NZ (2021 prices)	Y1	Y3	Y5	Y7	Y9	Y10
Local Users	\$2.808	\$3.159	\$3.416	\$3.695	\$3.997	\$4.109
Other NZ Users	\$13.260	\$14.916	\$16.133	\$17.449	\$18.873	\$19.404
International Users	\$5.460	\$6.132	\$9.800	\$12.600	\$15.540	\$15.960
<b>Total</b>	<b>\$21.528</b>	<b>\$24.206</b>	<b>\$29.349</b>	<b>\$33.744</b>	<b>\$38.410</b>	<b>\$39.472</b>

Source – TRC / MCA Modelling and Estimates 2021.

## 12.4 Economic Impacts

### Employment Impacts

Spending in the region will generate additional jobs in the region. These jobs will be in existing businesses (e.g., cafes, restaurants, wineries, accommodation etc.) and new business servicing the trail market (including bike hire, transport etc.).

These jobs will be dispersed across areas that are in proximity to the trail segments. Jobs increase from 96.5 FTE in year 1 to 176.2 FTE in year 10.

The table below provides an estimate of the number of jobs that could be created in Wairarapa if the WFTTN is completed as planned.

**Table 31.** Total Jobs Generated from the WFTTN Operation (FTE Number)

Jobs Generated (estimates) <Full Time Equivalent>	Y1	Y3	Y5	Y7	Y9	Y10
<b>Total All Users</b>						
Direct Jobs	86.5	97.3	118.2	136.0	155.0	159.3
Indirect/Induced Jobs	10.0	10.4	12.7	13.6	16.4	16.9
<b>Total Jobs</b>	<b>96.5</b>	<b>107.7</b>	<b>130.9</b>	<b>149.6</b>	<b>171.4</b>	<b>176.2</b>

Source – TRC / MCA Modelling and Estimates 2021.



## Increase in Regional Income

Spending by trail users will boost regional income in the areas covered by the trail network. The table below provides a selected number of years.

**Table 32.** Increase in Regional Income – WFTTN Trail Operations (\$NZ Mil)

Regional Income Increase (estimates) \$million NZ (2021 prices)	Y1	Y3	Y5	Y7	Y9	Y10
<b>Total Region/ All Users</b>						
<b>Direct Income</b>	\$6.683	\$7.514	\$9.111	\$10.476	\$11.925	\$12.255
<b>Indirect/Induced Income</b>	\$0.714	\$0.785	\$0.959	\$1.105	\$1.258	\$1.291
<b>Total Regional Income</b>	<b>\$7.396</b>	<b>\$8.299</b>	<b>\$10.070</b>	<b>\$11.581</b>	<b>\$13.183</b>	<b>\$13.546</b>

Source – TRC / MCA Modelling and Estimates 2021.

## 12.5 Benefit Cost Analysis

The following provides a benefit cost analysis for the trail network. The economic benefits are measured only by the increase in regional income generated by trail user spending. The discount rate used to calculate the present value of benefits is 7% (the rate recommended by the NZ Government for infrastructure projects). The trails project delivers a Benefit Cost Ratio (BCR) of 2.1, which is in the range identified in a 2016 report for the Ministry of Business, Innovation and Employment (MBIE).<sup>24</sup>

**Table 33.** WFTTN Regional Cost Benefit Analysis

Regional Cost Benefit (\$ NZ 2021 prices) Period: 10Years	Discount Rate 7%
<b>Costs</b>	
Capital Costs Trail & Infrastructure 2021 (\$)	\$31,754,000
Costs - Maintenance (10 years)	\$4,763,100
<b>Total Costs</b>	<b>\$36,517,100</b>
<b>Benefits (10 years)</b>	
Regional Income Increase	\$104,264,492
<b>Total Benefits</b>	<b>\$104,264,492</b>
<b>Total Benefits (\$) Present Value</b>	<b>\$75,292,396</b>
Net Present Value (\$) Total Benefits	\$38,775,296
NPV/Cost	1.1
<b>Benefit Cost Ratio (BCR)</b>	<b>2.1</b>

Source – TRC / MCA Modelling and Estimates 2021.

<sup>24</sup> Ngā Haerenga - The Great Rides of the New Zealand Cycle Trails: Some Benefits in Relation to Costs, A report for MBIE, Antong Victoria – August 2016. P2

## 12.6 Other Social Benefits

There are several social benefits of recreational trails which are not included in the benefit cost analysis. These include:

- health benefits arising from exercise activity which can be measure by the savings in long term health costs (both private and government funded)
- improvements in mental health through participation in individual and group trail related activities
- social cohesion through engagement with family and friends in shared trail experiences
- experience of the outdoors, which increases understanding and respect for the natural environment

Some of these benefits would be quantified and be included in a benefits measure in a full economic impact analysis of the trails project.



## APPENDIX 1 – STAKEHOLDERS IN WAIRARAPA AND THEIR INTERESTS INCLUDING RELEVANT PLANS.

The table below provides a snapshot of the main stakeholders in the WFTTN master plan ecosystem.

**Table 34.** Stakeholders and Relevant Plans

STAKEHOLDERS	AGENDA/ INTERESTS IN WFTTN	RELEVANT PLANS/STRATEGIES
<p><b>WellingtonNZ Regional Development</b></p>	<p>Currently in process of re-prioritising economic development priorities. Priorities include:</p> <ul style="list-style-type: none"> <li>• Job creation</li> <li>• Infrastructure creation</li> </ul> <p>The Wairarapa Economic Development Strategy and Action Plan identified tourism as a key stream to be developed, and specifically the Wairarapa Five Towns Trail Network.</p> <p>The Wellington Regional Trails for the Future recommends the Wairarapa Five Towns Trail Network as a ‘Signature’ trail for the Wellington region.</p>	<ul style="list-style-type: none"> <li>• Wairarapa Economic Development Strategy 2018 (WEDS)</li> <li>• Wellington Regional Trails for the Future – A Strategic framework for Trails in the Wellington Region September 2017 (WRTF)</li> <li>• The Wellington Regional Land Transport Plan (RLTP) - includes a Wairarapa Corridor strategy and a cycling network plan. (Details in appendix A)</li> </ul>
<p><b>Greater Wellington Regional Council (GWRC)</b></p>	<p>GWRC do not have parks in the proposed area but manage a lot of land.</p> <p>Identified recreation opportunities in Te Kāuru Upper Ruamāhanga Floodplain Management Plan. Western banks have space, working with landowners over next few years on planting – opportunity to introduce cycle path at same time, no catchment plan for Ruamāhanga in the lower catchment (South Wairarapa).</p> <p>Opportunity to use Ruamāhanga river as the trail focus - goes via 4 out of the 5 towns – not Featherston, but opportunity to link to Waiōhine.</p> <p>Cannot rely on stopbanks as accessways but there are some (at SH bridge). Ruamāhanga river has no catchment plan in the Southern Wairarapa.</p>	<ul style="list-style-type: none"> <li>• Te Kāuru Upper Ruamāhanga Floodplain Management Plan 2019</li> <li>• Draft Waiōhine river Plan (Waiōhine Action Group)</li> </ul>
<p><b>Masterton District Council (MDC)</b></p>	<p>Vision: ‘More people on bikes in Masterton: commuting to work and school; recreating; tourism and events’.</p> <p>MDC has rolled over funding for trails in recent years until trail priorities are set.</p> <p>Currently working on Parks and Open Spaces Plan which will align with urban sections of the WFTTN plan.</p> <p>Masterton Three Rivers Trail concept currently being updated/prioritised.</p>	<ul style="list-style-type: none"> <li>• MDC Cycling Strategy 2017</li> <li>• Masterton Rural trails Network Plan 2016, also named The Wairarapa Community Rural Trails Network Plan 2016 (NB only for Masterton District with some links, mainly north, except Mt Buck/Remutaka Summit)</li> <li>• Masterton Three Rivers Trail</li> </ul>



STAKEHOLDERS	AGENDA/ INTERESTS IN WFTTN	RELEVANT PLANS/STRATEGIES
	Masterton and Carterton District Councils agreed to take on the long-term maintenance of cycling suspension bridges in their districts as part of their Long-Term Plans.	<ul style="list-style-type: none"> <li>• Parks and Open Spaces Asset Management Plan 2018-2048</li> <li>• Annual Plan 2019/20</li> </ul>
<b>Carterton District Council (CDC)</b>	<p>CDC will support initiatives to encourage cycle touring, and walking and cycling for recreational purposes, in rural areas within Carterton District and across the wider Wairarapa. Includes support for development and use of Nga Haerenga / The NZ Cycle Trail; individual location-based facilities (e.g., the existing Carterton (Dalefield Road) or Rivenrock mountain biking parks) and initiatives to develop on-road touring routes and off-road recreational trails varying from casual and easy to more physically challenging.</p> <p>Consultation on 2019/20 annual plan includes a 2km walk/cycle trail long the Ruamāhanga River in Gladstone, and a link path to the railway station.</p>	<ul style="list-style-type: none"> <li>• Walk Cycle Carterton 2016 – in the process of being updated</li> <li>• LTP 2018/28</li> <li>• Annual Plan 2019/20 consultation</li> </ul>
<b>South Wairarapa District Council</b>	<p>Council will support and advance cycling in line with community expectations and consultation, LTP/Annual Plan community outcomes for transport incl: health, safety, pride and belonging, accessibility, sustainability</p> <p>Projects for 2019/20: Implement cycle strategy</p>	<ul style="list-style-type: none"> <li>• Draft Cycle Plan 2016</li> <li>• LTP 2018/28</li> <li>• Annual Plan 2019/20</li> </ul>
<b>Destination Wairarapa</b>	<p>Destination Wairarapa’s vision is for every traveller to have Wairarapa on their “Must Do” list, and a mission to ‘Grow the Wairarapa’s Tourism Revenue to \$212m by 2025, while shallowing the low to high season trough by attracting “More Visitors, who Stay Longer and Spend More”.</p> <p>In terms of the tourism offering, Destination Wairarapa seeks to:</p> <ul style="list-style-type: none"> <li>• work with stakeholders to deliver a diversity of experiences for visitors by: <ul style="list-style-type: none"> <li>– identifying gaps in the tourism offering</li> <li>– facilitating the development of new product</li> </ul> </li> <li>• develop products with key partners, such as: <ul style="list-style-type: none"> <li>– cycling trails tied into the Great Ride</li> <li>– Food Story and Dark Sky</li> <li>– PSGEs, Rūnanga, Hapū and Marae to own and tell their story</li> </ul> </li> <li>• influence key agencies to improve tourism infrastructure</li> <li>• assist, mentor and support events</li> <li>• engage with relevant community groups to promote Social Licence</li> </ul>	<ul style="list-style-type: none"> <li>• Destination Wairarapa Strategy to 2025</li> <li>• Wairarapa Destination Plan (TBD)</li> </ul>

STAKEHOLDERS	AGENDA/ INTERESTS IN WFTTN	RELEVANT PLANS/STRATEGIES
<b>Department of Conservation</b>	<p>WEDS recommendations include the development of a Destination Plan for Wairarapa.</p> <p>Wairarapa Moana is classified as a Wetland of International Importance. Potential link trail.</p> <p>Partnerships to update and develop recreational use around Wairarapa Moana.</p> <p>Connections between Wairarapa Moana and Remutaka Forest Park.</p> <p>Feasibility studies undertaken on 3 Wairarapa mountain biking track options in the Remutaka hills/ Tararua forest with links into Featherston, Greytown and Masterton.</p>	<ul style="list-style-type: none"> <li>Wellington Conservation Management Strategy (2019)</li> </ul>
<b>Greytown Trails Trust</b>	<p>The Greytown Trials Trust formed some time ago and they helped to establish the important Greytown Rail Trail, linking Greytown and Woodside.</p>	<p>Currently involved in completing the Tauherenikau suspension bridge to connect Featherston and Greytown.</p>
<b>Five Towns Trails Trust</b>	<p>Established prior to WTAG and set up to develop longer term plans to link the 5 main Wairarapa towns with trails.</p>	<p>The Trust has taken a back seat to the WTAG which has broad support from the Councils.</p>
<b>Trails Wairarapa</b>	<p>Three rivers study</p>	
<b>Fab Feathy</b>	<p>Fab Feathy is a Community Led Development (CLD) based in Featherston with the intent of bringing about positive change to the community.</p>	<p>‘Our Future Featherston: 1.0’ is the community led plan. The plan specifically mentions new safe and accessible walking and cycling trails for development for tourism and improving connections between the town and nearby environmental assets in Lake Wairarapa.</p>
<b>Go Carterton</b>	<p>Community Development and formed to promote business and the community to the Carterton District Council.</p>	
<b>Kai Pai Carterton</b>	<p>Department of Internal Affairs funded community development programme that has recently had a plan developed and funded for 3 years.</p>	<p>Carterton Community Plan developed.</p>
<b>WaiP2K - Pūkaha to Kawakawa Alliance</b>	<p>Community led network in Wairarapa to increase the health of Wairarapa ecosystems, biodiversity, water and the resilience of its communities.</p> <p>Proposing trail from Pūkaha to Kawakawa via the Ruamāhanga River.</p>	



STAKEHOLDERS	AGENDA/ INTERESTS IN WFTTN	RELEVANT PLANS/STRATEGIES
<p><b>Rangitāne Tū Mai Rā Treaty Settlement Trust</b></p> <p><b>Ngāti Kahungunu ki Wairarapa Tamaki Nui a Rua Treaty Settlement Trust</b></p> <p><b>Wairarapa Moana Statutory Board</b></p>	<p>Partnership at Wairarapa Moana – proposing network of trails using paper roads and potential visitor experience - star gazing.</p> <p>Under the Treaty Settlement process, both Rangitane and Kahungunu will have shared ownership and control of Wairarapa Moana.</p> <p>The Wairarapa Moana Statutory Board will be established following the enactment of the Ngati Kahungunu ki Wairarapa Tamaki Nui a Rua Treaty Settlement. The process will also see the correction of a number of placenames, including Tauwharenikau (currently Tauherenikau), and Waiāwangawanga (currently Waingawa).</p>	<p>To be completed following the consultation proposed.</p>
<p><b>Waka Kotahi (NZ Transport Agency)</b></p>	<p>The National Cycling Programme supports the investment in cycling through taking a broader approach, including connecting regions with safer routes.</p> <p>Potential to fund bridge/clip on to State highway river crossings (but not long-term maintenance).</p> <p>Potential funding for urban connections to better support active and safe transport needs.</p>	<ul style="list-style-type: none"> <li>• National Cycling Programme</li> <li>• National Land Transport Programme</li> <li>• Innovating Streets for People programme</li> </ul>
<p><b>KiwiRail</b></p>	<p>Potential to apply for a Licence to Occupy KiwiRail land including for:</p> <ul style="list-style-type: none"> <li>• Cycleways and pathways</li> <li>• Local trails trusts/groups</li> <li>• Community economic development groups</li> </ul>	
<p><b>Private sector (Business groups, tourism operators, cycle retail)</b></p>	<p>The Wairarapa towns and community has access to strong retail and business support. This includes the Green Jersey (based in Martinborough) which runs cycle tours and bike hire through the Southern Wairarapa, Blackwell and Sons, a bespoke cycle store in Greytown, MyRide and Cycling Tom’s bike stores in Masterton.</p>	<p>Many business interests have contributed towards cycling plans and strategies in the Wairarapa for Councils and other interests.</p>

## AUSTRALIA

Suite 5, ¾ Gippsland Street  
PO Box 837, Jindabyne NSW 2627

Phone: +61 2 64562722  
Email: [enquiries@trctourism.com](mailto:enquiries@trctourism.com)

## NEW ZEALAND

Level 5, Dell EMC House, 5 Willeston Street  
PO Box 2515, Wellington 6140

Phone: +64 4 4723114  
Email: [info@trctourism.com](mailto:info@trctourism.com)

[www.trctourism.com](http://www.trctourism.com)



INSPIRING SOLUTIONS  
FOR PEOPLE AND PLACES

<b>To:</b>	Mayor and Elected Members
<b>From:</b>	David Paris, Manager Finance
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	27 October 2021
<b>Subject:</b>	<b>2020/21 Annual Report</b>
<b>FOR DECISION</b>	
<b>Recommendation:</b>	
That Council	
<ul style="list-style-type: none"> <li>(i) Adopts the Annual Report for 2020/21.</li> <li>(ii) Notes that the Annual Report and a summary of that document must be published within one month of adoption.</li> </ul>	

### Purpose

The purpose of this report is to present Council's 2020/21 Annual Report for adoption, following Audit New Zealand's audit.

### Background

The Local Government Act 2002 (LGA) requires all Council's to prepare an Annual Report at the end of each financial year. Council's financial year end was 30 June 2021.

Under legislation Council is required to adopt the Annual Report by 31 October, noting this date was extended to 31 December for the 2019/20 and 2020/21 financial years due to COVID-19 implications.

A final draft copy of the Annual Report 2020/21 is provided under separate cover (Attachment 1 to Report 197/21). The report remains a final draft as late changes (such as additional disclosures) may still be requested/agreed as a result of the audit process. It is expected that Council's auditors (Audit New Zealand) will have issued an unqualified opinion on the report by the meeting date. This means that in the opinion of the auditors, the financial statements fairly reflect the financial performance and position of the Council for the year ended 30 June 2021.

### Discussion

The purpose of an annual report is:

- to compare the actual activities and performance of the Council against what was planned for that year in the Long-Term Plan and the annual plan; and
- to promote accountability to the community for the decisions made throughout the year.

The 2020/21 Annual Report is reporting against Year 3 of the 2018-28 Long-Term Plan and the Annual Plan that was adopted for 2020/21. The Annual Report document includes an introductory section with highlights of the year's achievements and also detailed commentary at the activity level, of the achievements of the organisation as well as full financial reporting.

The Annual Report includes detailed commentary of the performance and achievements of the organisation during the year. Specific reference is made to the impacts and responses to the COVID-19 pandemic.

### *Financial Summary*

- Council has recorded a surplus of \$8.26 million which includes \$3.66 million of vested assets from subdivision developments
- Operating expenditure of \$51.9 million is 3.9% more than planned
- Operating revenue (excluding vested assets) of \$56.5 million is 11.2% more than planned

There are valuation gains and losses incorporated in the above accounting result. After eliminating those Other Gains and Losses the net surplus is \$3.3 million and has been generated by more revenue than planned. Much of that extra revenue is restricted or tied to specific uses. For example, Financial Contributions from subdivision development (\$1.2m more than planned) can only be applied to specific development purposes. Subsidies for 3 waters, the skatepark and airport have all contributed to the additional revenue, but have been applied to the projects to which they relate.

The 2021/22 Long Term Plan (year 1) anticipated some \$700k surplus funding from 2020/21 being carried forward from 2020/21 and used to offset the rates increase required in 2021/22. This surplus did eventuate and has been carry forward in the Special Funds & Reserves at 30 June 2021. The Rates Requirement Statement (Note 1) reflects a very small surplus after allowing for the transfer of those funds to reserves.

### **Publishing the Annual Report**

Once adopted it is a legal requirement for Council to publish the document, and a summary of this, within one month. The final published version will include images/icons and formatting to enhance the aesthetic look and readability of the document.

A copy of the Summary document content (pre-design) will be circulated to elected members prior to publication. Audit also review the summary document to ensure consistency with the Annual Report.

### **Options**

This report recommends Council adopt the Annual Report for 2020/21.

This is the only option considered because adoption of the Annual Report is a statutory requirement.

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

Sections 98 and 99 of the Local Government Act 2002 require councils to prepare an Annual Report for the financial year just ended and in accordance with the information required by Part 3 of Schedule 10 of the same Act. The report has been prepared in accordance with the legislation.

For 2020/21 Council is required by the Local Government Act 2002 to adopt its audited Annual Report by 31 December 2021. Adoption at this meeting will comply with legislative requirements for the 2020/21 financial year.

## **Significance, Engagement and Consultation**

The decision to adopt the Annual Report is a statutory requirement. Given that it is not a significant decision. No consultation is considered necessary as the intent of the Annual Report is to inform the community. It is noted that the Annual Report is an important element of Council's accountability to the community. The Annual Report and a Summary of this will be published and made available to the community within one month of adoption.

## **Financial Considerations**

The Annual Report includes extensive financial information on the Council's performance in the 2020/21 year. There are no financial considerations beyond the report itself.

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

The adoption of the Annual Report does not trigger any treaty considerations or implications specific to Māori.

## **Communications/Engagement Plan**

No communication or engagement plan is required. Council is required to publish the Annual Report and Summary document and make these available to the public within one month of adoption, or for the 2020/21 Annual Report adopted 27 October, by 27 November 2021.

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

There are no environmental/climate change impacts or considerations arising from the adoption of the Annual Report. The publication of the Annual Report and Summary documents will be done principally via the Council's website. Minimal hard copies will be printed.



<b>To:</b>	Her Worship the Mayor and Councillors
<b>From:</b>	Corin Haines, Manager Facilities and Activities
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	27 October 2021
<b>Subject:</b>	<b>Wairarapa Youth/Rangatahi Strategy: approval of proposed review approach</b>
<b>DECISION</b>	
<p>Recommendation:</p> <p>That Council:</p> <ul style="list-style-type: none"> <li>(i) notes that the Wairarapa Rangatahi Development Strategy 2016 – 2021 for the Masterton and Carterton Districts is due for review;</li> <li>(ii) notes that the three Wairarapa District Councils will work together to undertake the review and develop a revised Wairarapa Youth/Rangatahi Strategy that includes the South Wairarapa District;</li> <li>(iii) approves the proposed review approach for the Wairarapa Youth/Rangatahi Strategy;</li> <li>(iv) agrees that costs will be shared across the three Wairarapa District Councils as per the Wairarapa Shared Services Funding Policy (joint policy development activity type); and</li> <li>(v) delegates responsibility to the Wairarapa Policy Working Group to support the Review and make recommendations back to the three Wairarapa District Councils on a revised Wairarapa Youth/Rangatahi Strategy.</li> </ul>	

### **Purpose**

This report seeks Council approval of a proposed review approach for a revised Wairarapa Youth/Rangatahi Strategy.

### **Context**

Youth/Rangatahi (12–24-year-olds) are valued members of our community and Masterton District Council is committed to ensuring that they have opportunities to positively participate in Council and community affairs and are supported to reach their full potential.

This commitment is recognised through our Wellbeing Strategy - *He Hiringa Tangata, He Hiringa Whenua* and our current Wairarapa Rangatahi Development Strategy 2016 – 2021 (“the 2016 Strategy”). Our Youth/Rangatahi Strategy is now due for review. The review presents an opportunity for us to:

- grow awareness and understanding of youth/rangatahi priorities and aspirations for the community,
- support positive outcomes for youth/rangatahi,
- build effective relationships and partnerships in our community and set clear goals across the three councils, and
- be action orientated and strengthen our accountability and information.

### ***The 2016 Wairarapa Rangatahi Development Strategy***

The 2016 Strategy was developed by the Carterton and Masterton District Councils. It outlines the way in which the councils will work together to improve and integrate their work in the community for youth/rangatahi. The goals of the 2016 Strategy were:

- **Strengthening Rangatahi Voice:** Rangatahi positively participate in Council and community affairs.
- **Supporting Rangatahi Potential:** Wairarapa rangatahi are supported to reach their full potential and grow into vibrant, optimistic and connected adults.

A copy of the 2016 Strategy is available on our website <https://mstn.govt.nz/wp-content/uploads/2020/07/Wairarapa-Rangatahi-Strategy.pdf>

### **Proposed approach for the Youth/Rangatahi Strategy Review**

A refresh of the 2016 Strategy, that will include the onboarding of the South Wairarapa District, and its associated implementation plan are planned in Years 1-3 of the 2021-31 Long-Term Plan.

The revised strategy will set a common vision, set of goals, and identified priorities to progress youth/rangatahi development outcomes which fall within the mandate of local government. The revised strategy will be supported by a set of actions and implementation plan that are transparent and measurable.

The Strategy Review has a key focus on working with youth/rangatahi in the Wairarapa to ensure that their voice drives the direction of the revised Strategy.

### **Key deliverables of the Strategy Review**

Strategy	Action Plan	Implementation Plan
<p>The Strategy will outline the vision, goals and priorities of the three Wairarapa District Councils over a five-year period.</p>	<p>An Action Plan will be developed alongside the revised Strategy. It will outline the actions that we will undertake to achieve the vision and goals of the Strategy (some of these may be common across the region, some will be unique to each district).</p>	<p>Each of the three Wairarapa District Councils will develop and be responsible (including monitoring and reporting) for their respective Implementation Plans. These will inform Council work programmes each year and track progress against the Strategy's overall Action Plan.</p>

Masterton District Council will lead the review process alongside Community Development staff at Carterton and South Wairarapa District Councils<sup>1</sup>. It is recommended that the three Wairarapa District Councils delegate responsibility to the Wairarapa Policy Working Group to support the Review and make recommendations back to the three Wairarapa District Councils on a revised Wairarapa Youth/Rangatahi Strategy.

The Strategy Review will draw on multiple sources of information to ensure positive outcomes, community buy in and accountability. In addition to learnings from our 2016 Strategy, the review will be informed by:

- exemplars of other youth/rangatahi focused strategies and youth surveys undertaken (at a regional and national level),
- Central Government’s Child and Youth Wellbeing Strategy (2019) and Youth Plan 2020-2022,
- existing data and research (such as Youth19 and statistics provided by Nuku Ora) on youth/rangatahi, and
- feedback and input received via a Wairarapa Youth/Rangatahi online survey, suggestion drop boxes, a series of workshops with youth/rangatahi and wider community and stakeholder engagement.

The online survey is being workshopped internally across the Wairarapa District Councils using the four wellbeing's as a framework for the survey design. The survey will be workshopped with the Wairarapa Policy Working Group and Youth Council before delivery. The online survey will be available in English and in te reo Māori.

### ***Timeframe***

We are proposing to deliver a final revised strategy by September 2022.

The Strategy Review timeframe must be flexible and may need to be adjusted further depending on any potential impacts of COVID-19 on our communities. We will look at different ways of engagement and consultation to align with COVID-19 alert levels but prefer face-to-face engagement as much as possible.

Key Review tasks and timeframes are listed below:

<b>Key deliverable</b>	<b>Timeframe</b>
Desktop research	August 2021 -ongoing
Stakeholder and community engagement	October 2021 – ongoing
Workshop with Wairarapa Policy Working Group and Youth Council on survey	November / December 2021
Undertake Wairarapa Youth / Rangatahi Online Survey	February 2022. <sup>2</sup>

<sup>1</sup> Note that South Wairarapa’s ongoing involvement is subject to Council decision in November 2021.

<sup>2</sup> We recognise that there is considerable strain on our schools and young people due to COVID-19 restrictions this year and think it is best that the survey is run in early 2022. We are developing alternative ways of participating for those with access barriers.

Key deliverable	Timeframe
Collation and analysis of survey results	March 2022
Workshops	April / May 2022
Development of the Strategy and Action Plan	May - June 2022
Development of Implementation Plan	June - July 2022
Workshop draft Strategy and Action Plan with the Wairarapa Policy Working Group	August 2022
Adoption of the final revised Strategy, Action Plan and Implementation Plans	September 2022

### Summary of Considerations

#### Strategic, Policy and Legislative Implications

Our commitment to youth/rangatahi is recognised through:

- our Wellbeing Strategy - He Hiringa Tangata, He Hiringa Whenua,
- our current Wairarapa Rangatahi Development Strategy 2016 – 2021, and
- Long-Term Plan 2021-31.

The Local Government Act 2002 states that one of the purposes of councils is to promote the social, economic, environment and cultural well-being of communities, in the present and for the future. Having an up-to-date Youth/Rangatahi Strategy aligns to this.

#### Significance, Engagement and Consultation

We will engage with youth/rangatahi, key stakeholders and the wider community throughout the Strategy Review. We will seek youth/ rangatahi community views from the outset via the survey and workshops. Development of our communications and engagement plan to support the project is underway. Most of our promotion of the Strategy Review will be done via social media platforms and utilising existing relationships in the community.

In addition to youth/rangatahi, there are a range of organisations and networks we will connect with as part of the project such as schools, community networks, service providers, clubs and other regional bodies across the Wairarapa.

#### Financial Considerations

A strategy project team from the three Wairarapa Councils will work together, with co-ordination from a Policy Advisor (Masterton District Council), to develop the Strategy and associated plans.

The budget for this Review will be split across the Wairarapa Councils as outlined in the Wairarapa Shared Services Funding Policy under the joint policy development activity. The cost split allocation is 52% Masterton, 20% Carterton and 28% South Wairarapa.

Masterton District Council has budget included in the Long-Term Plan 2031-21 to cover our contribution towards the costs associated with the Strategy Review.

## **Implications for Māori**

A revised Wairarapa Youth/ Rangatahi Development Strategy includes all youth/rangatahi. As a part of our engagement approach, we expect to have targeted workshops with rangatahi Māori to seek their views and involvement in this process.

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

We expect that youth/rangatahi will express their views on climate and environmental issues through our engagement process that will feed into the development of the revised strategy.

## **Next Steps**

Pending Council approval, the review will progress as outlined in this report. Regular updates will be provided as part of the Chief Executive report to Council or in project updates to the Infrastructure and Services Committee.



<b>To:</b>	Mayor and Councillors
<b>From:</b>	Peter Matich Planning & Consents Manager
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	27 October 2021
<b>Subject:</b>	<b>Removing Parking provisions from the Wairarapa Combined District Plan</b>
<b>DECISION</b>	
<b>Recommendation</b>	
<p>Pursuant to Clause 16 of Schedule 1 of the Resource Management Act 1991, Masterton District Council hereby:</p> <p>(a) Amends the Wairarapa Combined District Plan ('the Plan') as it applies within the Council's jurisdiction, to remove objectives, policies, rules and assessment criteria that have the effect of requiring a minimum number of car parks to be provided for a particular development, land use, or activity without using a process in Schedule 1 of the Act, to comply with Clause 3.38 of the National Policy Statement for Urban Development 2020. The provisions being removed from the Plan are set forth in the Appendix to this Report.</p> <p>(b) Issues an edition of the Plan (henceforth referred to as the <i>Wairarapa Combined District Plan - Masterton 2021 Edition</i>) that has said provisions referred to in (a) removed. This edition of the Plan shall take effect upon adoption of this resolution.</p>	

## PURPOSE OF REPORT

To seek a resolution from the Council to remove provisions from the Wairarapa Combined District Plan ('WCDP') that have the effect of requiring a minimum number of on-site parking spaces (other than in respect of accessible carparks) within Masterton District Council's jurisdiction, to enable compliance with the requirement in Clause 3.38 of the National Policy Statement for Urban Development 2020.

## EXECUTIVE SUMMARY

The National Policy Statement for Urban Development 2020 ('NPSUD') requires councils who are *Tier 1, Tier 2 or Tier 3 territorial authorities* to delete objectives, policies, rules, or assessment criteria that have the effect of requiring a minimum number of car parks to be provided for a particular development, land use, or activity, other than in respect of accessible car parks.

The changes must be made as soon as practicable, but no later than 20 February 2022.

Requirements for on-site loading and manoeuvring, and requirements for accessible car parks, are not required to be removed under the NPSUD.

It is recommended that Council should observe the NPSUD direction to remove these parking provisions by issuing a 'Masterton Edition' of the WCDP with the relevant provisions removed. This would not require any form of plan change process under Schedule 1 of the Resource Management Act 1991.

A marked-up version of the provisions to be removed are identified in Appendix A to this report.

A clean copy of the provisions to go into the Plan are in Appendix B to this report.

## BACKGROUND

### *Resource Management Act 1991*

Under section 55(2) of the Resource Management Act 1991 (the 'Act'), a local authority (in this case, the Masterton District Council ('Council')) must amend its plan (in this case, the Wairarapa Combined District Plan ('WCDP')), if so directed by a national policy statement, without using a process in Schedule 1<sup>1</sup> of the Act. The Council must also make all other amendments to the Plan that are required to give effect to any provision in a national policy statement that affects the Plan.

Under Schedule 1 Clause 16 of the Act, a council must, without using the process in Schedule 1, make an amendment to its Plan that is required by section 55(2) of the Act. (Schedule 1 is the part of the Act that sets out the process for notifying new (district) plans and plan changes and stipulates the processes and timeframes for making and summarizing submissions and further submissions hearings and decisions, and then appeals; in other words, the processes associated with a normal plan change).

### *National Policy Statement for Urban Development (2020)*

The NPSUD came into effect on 20 August 2020. It sets up a 3-tier classification system for territorial (and unitary) authorities based on the populations of their urban areas, thus.

- *tier 1 local authority means each local authority listed in column 2 of table 1 in the Appendix, and tier 1 regional council and tier 1 territorial authority have corresponding meanings*
- *tier 2 local authority means each local authority listed in column 2 of table 2 in the Appendix, and tier 2 regional council and tier 2 territorial authority have corresponding meanings*
- *tier 3 local authority means a local authority that has all or part of an urban environment within its region or district, but is not a tier 1 or 2 local authority, and tier 3 regional council and tier 3 territorial authority have corresponding meanings*

Under this system, Masterton District Council is not listed in the NPSUD Appendices as a Tier 1 or Tier 2 local authority, and therefore would be a Tier 3 local authority (where it has an 'urban environment'). The definition of 'urban environment' in the NPSUD is:

*"any area of land (regardless of size, and irrespective of local authority or statistical boundaries) that:*

- (a) is, or is intended to be, predominantly urban in character; and*
- (b) is, or is intended to be, part of a housing and labour market of at least 10,000 people"*

---

<sup>1</sup> Schedule 1 of the Act otherwise sets out processes for notifying or changing regional or district plans and policy statements.

Approximately 18,000 people live within the Masterton urban area, therefore Masterton District Council is within the definition of a *Tier 3 territorial authority* under this classification system.

Clause 3.38 of the NPSUD requires *Tier 3 territorial authorities* (including Masterton District Council) to remove objectives, policies, rules and assessment criteria requiring on-site car-parking from their district plans (except that this requirement does not apply to accessible car parks), without using a process in Schedule 1 of the Act. The relevant NPSUD clause is 3.38 which provides as follows:

*3.38 Car parking*

*If the district plan of a tier 1, 2, or 3 territorial authority contains objectives, policies, rules, or assessment criteria that have the effect of requiring a minimum number of car parks to be provided for a particular development, land use, or activity, the territorial authority must change its district plan to remove that effect, other than in respect of accessible car parks.*

*Territorial authorities must make any changes required by subclause (1) without using a process in Schedule 1 of the Act.*

*Nothing in this National Policy Statement prevents a district plan including objectives, policies, rules, or assessment criteria:*

- a) requiring a minimum number of accessible car parks to be provided for any activity; or*
- b) relating to parking dimensions or manoeuvring standards to apply if:
 
  - (i) a developer chooses to supply car parks; or*
  - (ii) when accessible car parks are required.**

The timeframe for implementation is set out in clause 4.1 NPSUD:

*4.1 Timeframes for implementation*

*Every tier 1, 2, and 3 local authority must amend its regional policy statement or district plan to give effect to the provisions of this National Policy Statement as soon as practicable*

*In addition, local authorities must comply with specific policies of this National Policy Statement in accordance with the following table:*

<b>Local authority</b>	<b>Subject</b>	<b>National Policy Statement provisions</b>	<b>By when</b>
<i>Tiers 1, 2, and 3</i>	<i>Car parking</i>	<i>Policy 11(a) (see clause 3.38)</i>	<i>Not later than 18 months after commencement date</i>

The date that Masterton District Council must remove parking requirements from the WCDP by is 20 February 2022.

A list of the WCDP provisions requiring amendment are set out in **Appendix A**. Where reference to requirements relating to parking has not been removed, this is to enable effect to be given to requirements for accessibility parking.

A compilation of amended plan provisions (with the relevant references to parking removed) are set out in **Appendix B**.

## KEY ISSUE

Due to having a combined district plan with Carterton District and South Wairarapa District, removal of the car parking provisions from the WCDP it is not entirely straightforward. Carterton District Council and South Wairarapa District Council are both of the view that they are not *Tier 3* territorial authorities under the NPSUD and, consequently, their position is that the requirements in clause 3.38 of the NPSUD do not apply to them.

As a result, after discussions with those two Councils, it is understood that both South Wairarapa District Council and Carterton District Council may keep requirements for on-site parking in the WCDP, as it applies to their respective jurisdictions.

This leaves the Masterton District Council with the issue of having to delete any on-site parking requirements that apply within its jurisdiction, from the WCDP, by 20 February 2022.

Most of the councils in the country that have to comply with the requirement in CI 3.38 of the NPSUD have either done so (including all but one of the councils in the Wellington region) or are in the process of doing so. A small number of councils have chosen to embark on RMA Schedule 1 plan changes due to the way that their respective district plans incorporate requirements for accessible carparks into the general requirements for carparks in the same rules, which need to be ‘untangled’. These include Auckland Council, Hamilton City, Kapiti Coast District, Christchurch City, Dunedin City and Queenstown Lakes District. The Wairarapa Combined District Plan doesn’t have this issue, as the requirement for accessible parking spaces is under a separate rule, which is not proposed to be deleted.

## OPTIONS FOR REMOVAL OF PARKING PROVISIONS

Two options for the removal of on-site car parking requirements for the Masterton District have been identified. These are summarised as follows:

	Option	Evaluation
1	<p>insert words into the WCDP under each relevant provision throughout the plan to indicate where parking provisions do not apply to Masterton District, such as:</p> <p><i>... except for Masterton District, where the following provision(s) do(es) not apply...</i></p> <p>(or similar)</p>	<ul style="list-style-type: none"> <li>• There are multiple provisions requiring amendment, and insertions could make the document unnecessarily unwieldy and confusing to understand.</li> <li>• This type of exclusion is effectively creating a ‘carve-out’ of certain provisions, and as such, it raises the risk of potential challenge (by way of Judicial Review) for people to argue that it changes the effect of the plan, and therefore should be carried out through a Schedule 1</li> </ul>

		<p>process (because it goes further than simple removal of provisions).</p> <ul style="list-style-type: none"> <li>• Potential risk of delay and cost (compared to simple <i>removal</i> of provisions)</li> <li>• May not get a Plan Change through the process in time for the requirement to comply with the NPSUD</li> </ul>
2	create a 'Masterton Edition' of the WCDP that has the relevant parking provisions removed	<ul style="list-style-type: none"> <li>• Doesn't require a Schedule 1 process</li> <li>• Less costly and quicker than Option 1</li> <li>• Means that a duplicate district plan ('Masterton Edition') will need to be maintained up until the next <i>combined district plan</i> becomes operative.</li> </ul>

The Council have had legal advice that Option 1 may be likely to raise an expectation of a Schedule 1 process that would create uncertainty around what otherwise needs to be straightforward removal of the relevant provisions, as directed by the NPSUD. If the amended insertion text is challenged (for whatever reason<sup>2</sup>), this could delay making the amendments operative through a Schedule 1 process, and as such, would be unlikely to get through the plan notification and submission process in time to meet the directed 20 February 2022 deadline.

Option 2 is more straightforward, efficient, and less costly than Option 1 and it aligns with the NPSUD direction.

## IMPLICATIONS FOR DISTRICT PLAN REVIEW PROGRAMME

The Masterton District Council, Carterton District Council and South Wairarapa District Council (collectively the '**Wairarapa Councils**') have initiated a review of the WCDP and have appointed a Joint Committee to make decisions on this matter on behalf of all three councils. Removal of on-site car parking requirements is something that is only specific to Masterton District Council (on the basis the other two Councils do not consider themselves Tier 3 local authorities).

The review of the WCDP will not be completed in time to comply with the clause 3.38 NPSUD direction (i.e. by 20 February 2022).

Therefore, the Council's best practicable option at this stage is to issue a Masterton edition of the current operative WCDP that has the relevant provisions removed. This *edition* of the Plan would only apply within Masterton District Council's jurisdiction and would be called the Wairarapa Combined District Plan - Masterton 2021 Edition.

When the Combined District Plan review is at a sufficiently advanced stage, appropriately worded plan provisions can be incorporated that ensure urban environment in the Masterton District are exempt from on-site parking requirements.

<sup>2</sup> For example, due to any submitter or further submitter asserting 'interpretative issues'.

The removal of requirement for onsite parking spaces may have some effect on how new development is presented moving forward, as there will be no regulatory lever to require on-site parking (apart from accessibility parking for disabled persons). It is anticipated that this gap may, in part, be able to be addressed by the upcoming *Parking Strategy* and the *Town Centre Revamp* (See <https://mstn.govt.nz/council-2/projects/cbd-village-concept-upgrades/>).

## **CONCLUSION**

The Council is required to remove objectives, policies, rules, or assessment criteria that have the effect of requiring a minimum number of car parks to be provided for a particular development, land use, or activity, and must change its district plan to remove that effect, other than in respect of accessible car parks, by 20 February 2022, to give effect to the NPSUD. These provisions are set out in **Appendix A**.

The most appropriate approach to give effect to the NPSUD direction is to issue a *Masterton Edition* of the WCDP that has the relevant provisions removed. A clean version of the relevant provisions with the parking rules deleted, including an amended cover page referring to the Masterton edition of the Wairarapa Combined District Plan, is in **Appendix B**.



## **Appendix A - List of WCDP provisions related to car-parking that must be removed**

Text needing to be deleted, is indicated ~~strikeout~~

### **Introduction**

(No reference to any of the above terms in the Introduction section of the WCDP)

### **Part A**

#### **4.3.3 Explanation**

...

Threats to the environmental quality and character of the Rural Zone include buildings and structures that due to their location, scale, or density, are not in keeping with the established rural amenity and character. This character is where buildings are at a relatively low non-urban density with generous setbacks from external property boundaries and where the height, scale, density and number of buildings do not dominate the landscape. Activities can have external effects out of character and unacceptable within the rural environment, inappropriate levels of vehicle movements ~~and parking~~, excessive out-of-character noise, and obtrusive or excessive signage. Traffic signage, including official tourist route signage, such as for a wine trail, is necessary signage for the safe operation of the road network.

#### **4.5.3 Controlled Activities**

- (b) Papakainga housing that does not comply with the number of dwellings in Rule 4.5.2(e).

The matters over which control is reserved are:

- (i) Access ~~and parking~~;

- (c) Dwellings for farm worker accommodation purposes which are in addition to the number of dwellings permitted under Rule 4.5.2(e), provided they comply with the standards in Rule 4.5.4(a).

The matters over which control is reserved are:

- (i) Location, scale, design and appearance of buildings;
- (ii) Access ~~and parking~~;
- (iii) ...

### 5.5.2 Standards for Permitted Activities

- (i) Roads, Access, Parking and Loading Areas
  - (i) Compliance with the standards in Appendix 5 Requirements for Roads, Access, Parking and Loading.
  - (ii) One vehicle access point per frontage.
  - (iii) ~~No contiguous carparking area containing five or more parking spaces, including access and manoeuvring areas.~~

...

### 6.1 Introduction (Commercial Zone)

...

Commercial areas need to be effective business environments. They need to be accessible and attractive to customers and workers, economically vibrant and well serviced for goods delivery ~~and parking~~.

The Commercial Zone is densely developed compared with the other zones. Commercial centres also attract large numbers of customers and workers and, therefore, have high demands for vehicle access, ~~on-site parking~~ and the provision of infrastructure such as ~~public parking~~, civic amenity facilities and stormwater disposal.

...

The Wairarapa's town centres are the historic heart of urban settlement, and contain many buildings and sites of heritage value. Indeed the collective heritage values of Featherston, Greytown and Martinborough are significant assets to the Wairarapa. While there may be street parking in the town centres, it is often supplemented with public parking areas that service businesses in their immediate locality, particularly in the larger towns.

Elsewhere, the Commercial Zone is less densely developed and is dominated by the need for vehicle access ~~and parking~~. Often the activities are larger in scale, such as bulk retailing, warehouses and servicing depots, which require large lots ~~and onsite car parking~~, as well as high visible presence on the street.

The differentiation between the pedestrian and vehicle oriented parts of the Commercial Zone recognises a functional division that has important implications for environmental management. The pedestrian precincts need to be 'people friendly' with safe, easy

pedestrian movement and a level of amenity that encourages people to use and enjoy the precincts. Pedestrian precincts benefit from compact and cohesive building forms and parking sited away from key pedestrian routes. The vehicle-oriented areas do not have or require the same level of connected building form, but they rely on large areas of on-site parking, often for large single premises, with good vehicle access. The amenity values and character of these two different areas within the Commercial Zone therefore differ.

...

## 6.2 Significant Resource Management Issues

...

7. Providing for the parking needs of commercial areas in a way that does not detract from the local character and amenity values, and protects the safety and efficiency of the roading network.

### 6.3.5 Com2 Policies

- (a) Protect the efficient functioning and safety of activities in the Commercial Zone by providing for adequate parking, loading, manoeuvring space and access, while maintaining a predominance of building over parking areas in town centres, and enhancing pedestrian safety and convenience where appropriate.
- (b) Allow for flexibility when addressing parking provision within the Commercial Zone, such as alternative sites and multi-use vehicle parks.

...

### 6.3.6 Explanation

Traffic and pedestrian flows are imperative to the efficient functioning of the Commercial Zone, due to the large numbers of vehicles and people that come into the zone. Poorly sited vehicle crossings, excessive vehicle trips from service lanes or inadequate on-site parking can potentially disrupt traffic and pedestrian flows and increase congestion and conflict. These effects may compromise the zone's function and amenity, as could the effects of an inordinate amount of parking and other space dedicated to vehicles within the Wairarapa's town centres.

Due to access and site limitations, it is sometimes difficult to provide the necessary on-site vehicle parking for new developments. In such

circumstances, provision for alternative parking arrangements should be made, such as a central parking area for multi activities.

...

#### 6.3.11 Com4 Policies

...

- (c) Promote cohesive intensive forms of development within the town centre that provide a pedestrian focus on Queen Street, with vehicle servicing, parking and access on to other streets.

...

#### 7.3.6 Explanation

Large traffic volumes are a necessary part of the functioning of the Industrial Zone. Industrial activities should be located on roads with sufficient capacity to accommodate such traffic and without unreasonably adversely affecting the amenity values of nearby residential neighbourhoods. It is important sufficient on-site parking and safe access is provided for each activity, to ensure vehicle movements do not adversely affect the road network or surrounding activities. ...

### Part B

#### 17.2 Significant Resource Management Issues

1. The safe and efficient operation of the Wairarapa's road and rail network can be adversely affected by land uses and development, such as through additional traffic volumes on busy roads, unsafe access and intersection arrangements, and over use of roads for parking.

...

#### 17.3.3 Explanation

...

The use of land can create a number of adverse effects on the safety and efficiency of roads – for example, through excessive use of streets for parking, or through poorly sited access points. Most of the effects can be avoided or mitigated through compliance with standards imposed through the District Plan, such as through parking requirements and access standards.

...

### 20.1.1 Controlled Activities

All Environmental Zones

- (a) Any subdivision that complies with all of the standards in 20.1.2 is a Controlled Activity.

The matters over which control is reserved are:

- (i) The design and layout of the subdivision, including the size, shape and position of any lot, any new roads, the provision of footpaths and cycleways, provision of linkages to existing roads, access over the railway, access, passing bays, parking and manoeuvring standards, any necessary easements, or the diversion or alteration to any existing roads;

...

### 20.1.3 All Environmental Zones – Access

- (b) Any subdivision that does not comply with Rules 20.1.2(c) and 20.1.2(d), provided that all other standards for Controlled Activities in Rule 20.1.2 are met.

Discretion is restricted to the following matters:

...

- (iii) Availability of alternative private or public access, parking or loading areas;
- (iv) Design, layout, number and standard of parking and loading areas;

...

### 21.1.25 Roads, Access, Parking & Loading Areas

#### (c) Parking and Loading

- (i) Provision of On-Site Parking and Loading
- (1) Every activity shall provide off-street parking and loading for vehicles associated with the activity and vehicles expected to visit or be stored on the site in connection with the activity, in accordance with Table 21.1.25.1 below.
- (2) Where any activity is changed or any building erected or altered, sufficient vehicle parking

and loading shall be provided to meet the demands generated by the altered activity or building, in accordance with Table 21.1.25.1 below.

(3) — On sites where there are multiple activities, and each activity requires vehicle parking in terms of this Plan, the total parking required shall be the combined total requirement for all activities. The Council will consider reducing parking requirements, where it is demonstrable that parking demands generated by each activity do not occur simultaneously and that operational hours or arrangements of those activities means shared parking will occur.

(4) — Loading bays and spaces may be counted as parking space(s) according to the number of parking spaces able to be accommodated.

(ii) — Number of Vehicle Parking Spaces

(1) — Where the calculation of required vehicle parking spaces results in a fraction of a whole space, any fraction less than or equal to one half shall be disregarded; and any fraction over one half shall count as one space.

(2) — The area of required spaces, access drives, or aisles provided within a building shall be excluded from the gross floor area (GFA) of the building.

(3) — Vehicle parking spaces shall be provided for activities in accordance with Table 21.1.25.1. If an activity is not listed, then the standard for the activity listed that is closest in nature to that proposed activity shall be applied. Parking requirements do not apply to temporary activities.



**Table 21.1.25.1 – Parking Requirements**

<b>Activity</b>	<b>Parking spaces required</b>
Accommodation Activities	1 per accommodation unit, room, or campsite, plus 1 per 2 employees
Childcare Centre	1 per employee, plus 1 per 10 persons to be accommodated in the centre.
Commercial Activities (including, but not limited to retail, supermarkets and offices)	1 per 45m <sup>2</sup> GFA, plus 1 per 100m <sup>2</sup> outdoor display area
Educational Facilities (primary and secondary)	1 per employee
Educational Facilities (tertiary)	1 per employee plus 1 per 10 students
Emergency Service Facilities	1 per 100m <sup>2</sup> GFA, plus 1 per on duty staff member (excluding volunteers)
Entertainment facility	1 per 3 persons the facility is designed to accommodate
Health Facility	4 per practitioner
Hospital	1 per bed the facility is designed to accommodate, plus 1 per 2 staff members on site
Industrial Activities	1 per 50m <sup>2</sup> GFA
Place of Assembly	1 per 4 persons the place is designed to accommodate
Residential Activities	1 per residential unit
Restaurant	1 per 4 persons the facility is designed to accommodate.

Resthome	1 per 4 beds the facility is designed to accommodate, plus 1 per employee on site.
Sports fields and playing fields	1 for every 3 participants (design capacity)
Tavern	1 per 10m <sup>2</sup> GFA

Note 1: GFA means Gross Floor Area and includes office space associated with the primary industrial activity not commercial offices or retail space.

Note 2: Where an existing building within the Commercial Zone is being used by a permitted activity the requirements outlined above do not need to be met.

For the purposes of the above parking requirements the following definitions shall apply:

**Accommodation Activities** – (parking requirements) activities including associated land and buildings used for accommodating people on a temporary basis; includes but is not limited to hotels, motels, and camping grounds but excludes homestays that do not exceed four people.

**Education facility** – (parking requirement) facilities including associated land and buildings used for the purposes of learning and training, including facilities for preschool, primary, secondary, tertiary and adult learning.

**Health facility** – (parking requirement) facilities including associated land and buildings used for the purposes of providing healthcare to the community and include but is not limited to dentistry, veterinary and medical centres or clinics but excluding hospitals.

**Hospital** – (parking requirement) facilities including associated land and buildings used for the purposes of providing 24 hour healthcare service to the community.

**Industrial Activities** – (parking requirement) activities including associated land and buildings used for

manufacturing, fabricating, processing, packing or storage of goods, substances or vehicles, and the servicing and repair of goods and vehicles whether by machinery or hand.

**Office** — (parking requirement) an activity including associated buildings or part of a building where people are engaged in a profession, business or administrative activity and includes but is not restricted to financial, law or accountancy firms, valuers, banks, architects, engineers and real estate agents.

**Outdoor display area** — (parking requirement) an outdoor space provided for the display of retail goods or services for purchase and excludes parking, landscaping or other similar required areas.

**Outdoor recreation facility** — (parking requirement) any activity whose aim is the active enjoyment of outdoor sport and includes but is not limited to grounds used for netball, rugby, cricket, and golf.

**Place of Assembly** — any facility and associated land and buildings for the general assembly of people engaged in deliberation, education, worship or entertainment and includes, but is not exclusive to indoor recreation facilities, theatre, marae, cinemas, halls, conference facilities, churches and education facilities.

**Practitioner** — person(s) who provides the principal health or veterinary services to patients including, but not limited to, doctors, physiotherapists, dentists and veterinary surgeons, but excluding support staff.

**Residential unit** — a self-contained residential accommodation unit to be used exclusively by one household unit and includes residential units within multi-unit and retirement village developments.

**Rest Home** — a facility including associated land and buildings providing care to dependent persons in a live-in situation.

**Restaurant** — a premises for the preparation, sale and consumption of food and drink, including cafes.

**Retail** – the use of land, a building or parts of a building where goods are sold and/or displayed for sale, or are offered for hire.

**Tavern** – any premises used or intended to be used principally for the provision of liquor and other refreshment to the public; and which is licensed as such under the Sale of Liquor Act 1989.

- (iii) Parking for the Disabled
  - (1) Any activity shall provide parking for the disabled in accordance with NZS 4121:2001 Design for Access and Mobility – Buildings and Associated Facilities.
  
- (iv) Vehicle Access and Manoeuvring Space
  - (1) Each required vehicle park shall have practical access from a public road. Sufficient manoeuvring space shall be provided to enable vehicles to enter and exit the site in a forward direction.  
  
Exception: The requirement to exit and enter a site in a forward direction shall not apply to a front lot in the Residential Zone where a garage is attached to a dwelling and that obtains access to a District Arterial, Collector or Local Road. This exception does not apply where access is obtained directly from the State Highway or a Strategic Arterial Road.  
  
Note: The hierarchy of roads is identified in Volume 2 of the Plan: Maps.
  
- (v) Vehicle Parking Spaces and Access Aisles to Remain Clear
  - (1) Dedicated vehicle parking space and access shall remain unobstructed by other activities and shall not be diminished by storage of goods or erection of any structure.
  
- (vi) Design of Vehicle-Parking and Loading Spaces
  - (1) Every parking space shall be designed and constructed in accordance with AS/NZS 2890.1:2004 Parking Facilities.

- (2) Each required loading space shall be of usable shape and have a minimum length of 7.5 metres, minimum width of 3.5 metres, and minimum clear height of 4.5 metres. Sufficient manoeuvring space shall be provided to accommodate a 90 percentile two-axle truck. In the Commercial and Industrial Zones where articulated vehicles are to be used, the layout shall be designed to accommodate such vehicles.
- (vii) Standards of Construction of Vehicle Parking Spaces
  - (1) All required vehicle parking spaces and access aisles shall be formed, sealed and marked, and shall be provided with surface water drainage.

#### 22.1.16 Roads, Intersections, Access, ~~Parking~~ & Loading Areas

...

- ~~(v) The adequacy of on site parking needed for the activity(s) and whether it can be demonstrated that less than normal demand is anticipated.~~
- (vi) Proposed methods for avoiding, remedying or mitigating any potential adverse effects including:
  - (1) Improving the visibility of vehicle crossing points;
  - (2) Alternative design, construction, or location;
  - ~~(3) Alternative options for supplying the requisite vehicle parks.~~
- ~~(vii) Whether parking can be provided on a nearby site, with the area occupied by parking being legally tied to the title of the application site.~~
- ~~(viii) Whether there is sufficient off-street public parking in the vicinity.~~
- (ix) Whether the access, ~~parking~~ or loading would have an adverse effect on the special character or amenities of the site.
- ~~(x) Whether the vehicle parking area can serve two or more individual activities which have different peak parking demands.~~

- (xi) Whether the parking demand can be accommodated on street without generating adverse parking or environmental effects on other properties and activities.

...

## Part C

### 23.2.2 Amount of Contribution for reserves as a standard of a Permitted Activity or as a condition of Resource Consent

- (a) For subdivision, a general district-wide reserves contribution of 3% of the land value of each allotment to be created in the Residential, Commercial and Industrial Zones (plus GST), and 2% of the land value of each allotment to be created in the Rural Zone (plus GST). In the Rural Zone, the maximum amount of the sum of this general district-wide reserves contribution and any general district-wide roads, access, parking and loading contribution taken under Rule 23.4.2(g) shall be \$7,500 (plus GST) per allotment created by a subdivision; or

### 23.4 Roads, Access, Parking & Loading Contributions Standard

#### 23.4.1 Circumstances when a roads, access, parking and loading contribution is required as a standard of a permitted activity or as a condition of a resource consent:

- (a) As a condition of a land use resource consent for any residential, commercial or industrial activity towards particular works of one or more of the types referred to in sections 23.4.2(a) to (f) and a contribution under section 23.4.2(g) provided that a roads, access, parking and loading contribution towards those particular works and a contribution under section 23.4.2(g) have not already been made at the time of the subdivision creating that lot or under the relevant Council's Long Term Council Community Plan.
- (b) As a condition of a subdivision resource consent for any new allotment towards particular works of one or more of the types referred to in sections 23.4.2(a) to (f) and a contribution under section 23.4.2(g) provided that a roads, access, parking and loading contribution towards those particular works and a contribution under section 23.4.2(g) have not already been made under the relevant Council's Long Term Council Community Plan.
- (c) As a standard of a permitted land use activity towards particular works of one or more of the types referred to in



sections 23.4.2(a) to (f) and a contribution under section 23.4.2(g) with the payment of the contribution(s) to be made prior to the issuance of code of compliance certificate for the building consent, provided that a roads, access, parking and loading contribution towards those particular works and a contribution under section 23.4.2(g) have not already been made at the time of the subdivision creating that lot or under the relevant Council's Long Term Council Community Plan.

~~(d) As a condition of land use resource consent in the Commercial or Industrial Zones in which the waiver of all or some of the required on-site parking is sought.~~

**23.4.2 Amount of contribution for roads, access, parking and loading as a standard of a permitted activity or as a condition of a resource consent**

...

~~(f) The cost of forming of the parking spaces (where a waiver from the District Plan parking requirements is sought, the cost of forming a parking space is deemed to be at a rate of \$5,000 (plus GST) per space); and~~

(g) For subdivision, a general district-wide roads, access, parking and loading contribution of 2% of the land value of each allotment to be created in the Residential, Commercial and Industrial Zones (plus GST), and 3% of the land value of each allotment to be created in the Rural Zone (plus GST). In the Rural Zone, the maximum amount of the sum of this general district-wide roads, access, parking and loading contribution and any general district-wide reserves contribution taken under Rule 23.2.2(a) shall be \$7,500 (plus GST) per allotment created by a subdivision.

**Appendix B - Amended provisions for Wairarapa Combined District Plan -  
Masterton 2021 Edition (with relevant provisions for car-parking removed)**

**Insert New Cover Page**

## **WAIRARAPA COMBINED DISTRICT PLAN MASTERTON 2021 EDITION**

### **VOLUME ONE: TEXT**

*Combined Plan prepared by the Masterton District Council, Carterton District  
Council and South Wairarapa District Council pursuant to Section 80 of the  
Resource Management Act 1991*

The Masterton, Carterton and South Wairarapa District Councils have resolved pursuant to Clause 20(1) of Schedule 1 of the Resource Management Act 1991 to approve the Wairarapa Combined District Plan.

This Masterton 2021 Edition is a text-only edition and was amended by Masterton District Council on 27 October 2021 in accordance with the requirement in Clause 3.38 of the National Policy Statement on Urban Development 2020 to remove objectives, policies, rules or assessment criteria that have the effect of requiring a minimum number of car parks to be provided for a particular development, land use, or activity, other than in respect of accessible carparks, due to Masterton District Council being a *tier 3 urban authority* under the National Policy Statement. This edition of the Wairarapa Combined District Plan applies only within the jurisdiction of Masterton District Council.

### **Operative in Part on: 25 May 2011**

The Common Seal of the  
Masterton District Council  
was affixed in the presence  
of:

The Common Seal of the  
Carterton District Council was  
affixed in the presence of:

The Common Seal of the  
South Wairarapa District  
Council was affixed in the  
presence of:

---

Garry Daniell  
**Mayor**

---

Ron Mark  
**Mayor**

---

Adrienne Staples  
**Mayor**

---

Wes Ten Hove  
**Chief Executive Officer**

---

Colin Wright  
**Chief Executive Officer**

---

Dr Jack Dowds  
**Chief Executive Officer**



Replace first line of each page header text as follows:

## **WAIRARAPA COMBINED DISTRICT PLAN – MASTERTON 2021 EDITION**

### Changes to Part A

Replace Explanation 4.3.3 with the following

#### **4.3.3 Explanation**

The Wairarapa's rural environment contains a wide variety of land use activities, intensity of settlement and diversity in naturalness. The character and amenity values of the Wairarapa's rural environment is strongly influenced by the predominant rural land use, be it the interaction of the natural environment with primary production, or the conservation estate where the natural environment predominates. Managing the rural environment with regard to the predominant productive or conservation land use is an important requirement in terms of setting appropriate environmental standards.

While there is a wide range of productive uses in the rural environment, from intensive horticulture and viticulture through to extensive forestry and pastoral grazing, rural land uses are constantly changing and it is important for the continued prosperity and ongoing development of the Wairarapa that opportunities for further land use change are not unduly curtailed. The management of the rural environment, therefore, needs to set such standards as necessary to maintain the amenity values, character and environmental quality of the Rural Zone, having regard to the zone's principal primary production or conservation management land uses – this is the purpose of the Rural (Primary Production) Zone and Rural (Conservation) Zone.

Some parts of the productive rural environment are subject to a number of significant environmental hazards, where too intensive development and landholdings may create significant future management problems, such as exacerbated risks from flooding and erosion, high ground water tables, and the adverse effects of large-scale industrial activities and public facilities (for example, airports, landfills and sewage treatment plants).

Many of these areas are also peri-urban environments, in which intensive horticultural or viticulture areas are facing pressure from intensive sporadic urban growth, particularly residential development. The purpose of the Rural (Special) Zone is to recognise that such sporadic and unplanned intensification is generally inappropriate in these parts of the rural environment, and to place limitations as necessary to avoid future problems. The conversion of rural environment to urban areas should be carefully managed and evaluated.

Threats to the environmental quality and character of the Rural Zone include buildings and structures that due to their location, scale, or density, are not in keeping with the established rural amenity and character. This character is where buildings are at a relatively low non-urban density with generous setbacks from external property boundaries and where the height, scale, density and number of buildings do not dominate the landscape. Activities can have external effects out of character and unacceptable within the rural environment, inappropriate levels of vehicle movements, excessive out-of-character noise, and obtrusive or excessive signage. Traffic signage, including official tourist route signage, such as for a wine trail, is necessary signage for the safe operation of the road network.

Replace Rule 4.5.3 with the following:

## 4.5.3 Controlled Activities

The following are Controlled Activities:

- (a) Any activity involving relocating a dwelling or other principal building.

The matters over which control is reserved are:

- (i) Siting, design, and exterior condition;
- (ii) Screening and landscape treatment;
- (iii) Bonds;
- (iv) Transportation route.

- (b) Papakainga housing that does not comply with the number of dwellings in Rule 4.5.2(e).

The matters over which control is reserved are:

- (i) Access;
- (ii) Requirements for infrastructure and servicing

- (c) Dwellings for farm worker accommodation purposes which are in addition to the number of dwellings permitted under Rule 4.5.2(e), provided they comply with the standards in Rule 4.5.4(a).

The matters over which control is reserved are:

- (i) Location, scale, design and appearance of buildings;
- (ii) Access;
- (iii) Requirements for infrastructure and servicing;
- (iv) The use of the building.

### Assessment Criteria

Controlled activities will be assessed against the relevant assessment criteria set out in [Section 22](#).

### Notification and Service of Applications

An application for resource consent for controlled activities made under this rule need not be notified; and need not be served on affected persons.

*Note:*

*All the standards for permitted activities in Rule 4.5.2 must be met.*

Replace Rule 5.5.2(i) with the following:

#### 5.5.2 Standards for Permitted Activities

...

##### (i) Roads, Access, Parking and Loading Areas

- (i) Compliance with the standards in Appendix 5 Requirements for Roads, Access, Parking and Loading.
- (ii) One vehicle access point per frontage.
- (iii) *(Rule deleted)*

Replace Section 6.1 and 6.2 with the following:

#### 6.1 Introduction (Commercial Zone)

The Commercial Zone covers the business and retail areas in the towns of the Wairarapa. Although the commercial areas differ in size and complexity from town to town, they serve similar purposes and have similar elements, and have a cohesive and distinctive environmental character.

The Commercial Zone is a significant economic and community resource in the Wairarapa. It is essential that the Commercial Zone provide for continued development to accommodate changes in the economy, and in the nature and form of commercial activities.

A range of mixed use activities in the Commercial Zone assists in building vibrant town centres, and reinforces them as focal points for a range of retail, business, and community and lifestyle activities. The Commercial Zone is that of a working business environment, and the zone has Permitted Activity standards and a range of Permitted Activities that reflect that the amenity values and character of it are those for a commercial environment.

Commercial areas need to be effective business environments. They need to be accessible and attractive to customers and workers, economically vibrant and well serviced for goods delivery.

The Commercial Zone is densely developed compared with the other zones. Commercial centres also attract large numbers of customers and workers and, therefore, have high demands for vehicle access and the provision of infrastructure such as civic amenity facilities and stormwater disposal.

There are two distinct types of environment within the zone: pedestrian-oriented and vehicle-oriented commercial areas. Pedestrian-oriented commercial environments are focused on providing customers a range of shops and services accessible by foot, usually protected by verandahs. These pedestrian areas are located in the five town centres, as well as a number of smaller neighbourhood shopping centres.

The Wairarapa's town centres are the historic heart of urban settlement, and contain many buildings and sites of heritage value. Indeed the collective heritage values of Featherston, Greytown and Martinborough are significant assets to the Wairarapa. While there may be street parking in the town centres, it is often supplemented with public parking areas that service businesses in their immediate locality, particularly in the larger towns.

Elsewhere, the Commercial Zone is less densely developed and is dominated by the need for vehicle access. Often the activities are larger in scale, such as bulk retailing, warehouses and servicing depots, which require large lots as well as high visible presence on the street.



The differentiation between the pedestrian and vehicle oriented parts of the Commercial Zone recognises a functional division that has important implications for environmental management. The pedestrian precincts need to be 'people friendly' with safe, easy pedestrian movement and a level of amenity that encourages people to use and enjoy the precincts. Pedestrian precincts benefit from compact and cohesive building forms. The vehicle-oriented areas do not have or require the same level of connected building form, but they rely on good vehicle access. The amenity values and character of these two different areas within the Commercial Zone therefore differ.

In Carterton, high-density retail development in the core part of the town centre comprises shops built closely along the footpath with large display windows and characteristic parapet shapes and forms. This form provides visual and physical continuity. Removal and replacement of the existing buildings could potentially result in the loss of streetscape, through the removal of critical design elements such as parapets, facades, and verandahs. Signs that are not complementary to the character of the area can also erode the existing character. Some new buildings and alterations to building frontages have not been in keeping with the character of the area in terms of scale and design and the visual cohesion of the Carterton town centre has been compromised as a result.

Each of the commercial centres in South Wairarapa – Greytown, Featherston and Martinborough – has a special character that is largely derived from their historic heritage, where the architectural and aesthetic values are particularly important to retain and enhance in the management of these town centres.

Masterton, as the largest urban area in the Wairarapa, has several small suburban shopping centres in addition to the large central commercial zone. The town centre, centred on Queen Street, is largely contained within two major arterial streets (Chapel and Dixon), and most recent retail development has been well accommodated within this area, with adequate capacity for further development.

The smaller neighbourhood shopping centres do not have the development pressures facing the town centres, but, given the residential context in which they are generally located, further development needs careful management to minimise adverse effects on residential amenity values and character.

## 6.2 Significant Resource Management Issues

1. Maintenance of the viability and vibrancy of Wairarapa's town centres from out-of-centre commercial development.
2. Commercial activities and development located close to residential areas can adversely affect the character and amenity of the neighbouring residential areas.
3. The expansion of commercial activities into residential areas, thereby permanently changing the character and amenity values, particularly for those dwellings in the immediate vicinity.
4. Commercial development along busy traffic corridors can adversely affect the safety and efficiency of those routes.
5. Protecting the safety and amenity values of those parts of the Commercial zone that are largely dependent on pedestrian access particularly comparison retail areas in town centres.
6. The requirements of commercial development and land use can adversely affect the amenity values of the town centres. In particular, the advertising and branding requirements of commercial activities can detract from the overall character and amenity values of commercial areas.
7. Providing for the needs of commercial areas in a way that does not detract from the local character and amenity values, and protects the safety and efficiency of the roading network.

Replace Policy 6.3.5 with the following:

## 6.3.5 Com2 Policies

- (a) Protect the efficient functioning and safety of activities in the Commercial Zone by providing for adequate parking, loading, manoeuvring space and access, while maintaining a predominance of building areas in town centres, and enhancing pedestrian safety and convenience where appropriate.
- (b) *(Policy deleted)*
- (c) Ensure all development is safely accessible from the roading network, without compromising the safe and efficient operation of the network.

Replace Explanation 6.3.6 with the following:

## 6.3.6 Explanation

Traffic and pedestrian flows are imperative to the efficient functioning of the Commercial Zone, due to the large numbers of vehicles and people that come into the zone. Poorly sited vehicle crossings, excessive vehicle trips from service lanes or inadequate on-site parking can potentially disrupt traffic and pedestrian flows and increase congestion and conflict. These effects may compromise the zone's function and amenity, as could the effects of an inordinate amount of space dedicated to vehicles within the Wairarapa's town centres.

It is also important that all development has suitable access, to protect the safety of pedestrians, of users of the access, as well as other road users.

Replace Policy 6.3.11 with the following:

## 6.3.11 Com4 Policies

- (a) Recognise and protect the pedestrian environment of Masterton's Town Centre by controlling the provision and form of verandahs, the amount of display windows on shop frontages and limiting vehicle access across pedestrian routes.
- (b) Protect the retail viability and vibrancy of the Town Centre by controlling out of town centre large-scale retail development.
- (c) Promote cohesive intensive forms of development within the town centre that provide a pedestrian focus on Queen Street, with vehicle servicing and access on to other streets.
- (d) Provide for large-scale vehicle oriented activities outside the pedestrian focused parts of Masterton's town centre.

Replace Explanation 7.3.6 with the following:

## 7.3.6 Explanation

Large traffic volumes are a necessary part of the functioning of the Industrial Zone. Industrial activities should be located on roads with sufficient capacity to accommodate such traffic and without unreasonably adversely affecting the amenity values of nearby residential neighbourhoods. It is important sufficient and safe access is provided for each activity, to ensure vehicle movements do not adversely affect the road network or surrounding activities.

However, on main arterial routes such as State Highway 2 and the Masterton Heavy Vehicle Bypass, new access directly onto the roads should be limited, with alternative access provided through other roads if suitable (in terms of capacity, connections to the road network and amenity values).

Industrial activities can place large demands on water supply and the disposal of wastewater. Industrial areas therefore need to be supplied with adequate reticulated services that can supply the anticipated need of industry. Financial contributions through the resource consent process for subdivision would facilitate the funding of such services, as would resource consent for primary processing activities which often place heavy demands on water supply and wastewater disposal.

Where there are large areas zoned for future industrial development, it is appropriate to require that the future structure of that development be identified prior to development occurring: for example, internal roading, any limitations on access to State Highways, and the protection of resources with environmental values such as wetlands and stream margins. For an area in multiple ownerships, such as Waingawa, the District Plan should provide an overall development framework through Structure Plans. In areas under single land ownership, a concept development plan prepared by the developer would be required.

**Part B**

Replace 17.2 with the following:

**17.2 Significant Resource Management Issues**

1. The safe and efficient operation of the Wairarapa's road and rail network can be adversely affected by land uses and development, such as through additional traffic volumes on busy roads, unsafe access and intersection arrangements., and over use of roads.
2. The sustainable growth and development of the Wairarapa depends on the capacity and efficiency of the transportation network to meet current and future demands.
3. The benefits of maintaining an efficient transport network need to be balanced with the adverse effects on the environment that can result from the use and development of the network.
4. The safe and efficient functioning of the Hood Aerodrome and its future development could potentially be jeopardised by development in close proximity.

Replace Explanation 17.3.3 with the following:

**17.3.3 Explanation**

The road network is a critical part of the Wairarapa's infrastructure. The use of a road hierarchy is an established and effective means of recognising the different role of roads within the network, and to manage the associated land use in a way that will protect the functioning of each road in accordance with its role within the hierarchy.

The use of land can create a number of adverse effects on the safety and efficiency of roads – for example, through poorly sited access points. Most of the effects can be avoided or mitigated through compliance with standards imposed through the District Plan, such as through access standards.

The promotion of good design in the provision of vehicle facilities will facilitate good planning without unnecessary reliance on regulatory controls.

It is imperative that pedestrians, cyclists, and mobility scooters are able to use the roading network in a safe manner, whether it is within the road reserve itself or through the provision of separate facilities, such as clearly delineated cycleways and footpaths. An integrated approach for all modes will therefore be taken in the design and management of the Wairarapa's roading network.

Finally the role of the road network is to service the needs and promote the wellbeing of the Wairarapa, including its ongoing economic and social development. Where there are constraints and safety issues arising from further development and growth, a coordinated approach will be needed to undertake the necessary actions to address such matters. This will include working with New Zealand Transport Agency in regard to State Highways.

The construction of new, reconstructed and upgraded roads and rail corridors could potentially degrade the natural, landscape and amenity values of the local environment, such as increased noise generated by traffic. The design and alignments of new or upgraded transport infrastructure shall be assessed in terms of whether there are measures that can be taken to avoid, remedy or mitigate any adverse effects.

Replace Rule 20.1.1 (a)(i) with the following

## 20.1.1 Controlled Activities

All Environmental Zones

- (a) Any subdivision that complies with all of the standards in 20.1.2 is a Controlled Activity.

The matters over which control is reserved are:

- (i) The design and layout of the subdivision, including the size, shape and position of any lot, any new roads, the provision of footpaths and cycleways, provision of linkages to existing roads, access over the railway, access, passing bays and manoeuvring standards, any necessary easements, or the diversion or alteration to any existing roads;
- (ii) ...

Replace Rule 20.1.3 (b) with the following:

## 20.1.3 All Environmental Zones – Access

- (b) Any subdivision that does not comply with Rules 20.1.2(c) and 20.1.2(d), provided that all other standards for Controlled Activities in Rule 20.1.2 are met.

Discretion is restricted to the following matters:

- (i) Development and site characteristics;
- (ii) Design, location and construction of vehicle crossings, entranceways, access and roads;
- (iii) Availability of alternative private or public access or loading areas;
- (iv) Design, layout, number and standard of loading areas;
- (v) Financial contributions.

Replace Rule 21.1.25 as follows:

## 21.1.25 Roads, Access, Parking & Loading Areas

- (a) All new roads, intersections, access, parking and loading areas shall be provided in accordance with the provisions of Appendix 5 – Requirements for Roads, Access, Parking and Loading.
- (b) Access
  - (i) All sites and activities shall have safe and practicable vehicle access from a public road. All vehicle crossings and intersections shall be positioned and constructed in accordance with the standards in Appendix 5.
- (c) Parking and Loading
  - (i) Provision of On-Site Loading

- (1) Every activity shall provide off-street loading for vehicles associated with the activity and vehicles expected to visit or be stored on the site in connection with the activity.
- (2) Where any activity is changed or any building erected or altered, sufficient vehicle loading shall be provided to meet the demands generated by the altered activity or building.
- (ii) *(Rule deleted)*
- (iii) Parking for the Disabled
  - (1) Any activity shall provide parking for the disabled in accordance with NZS 4121:2001 Design for Access and Mobility – Buildings and Associated Facilities.
- (iv) Vehicle Access and Manoeuvring Space
  - (1) Each required vehicle park shall have practical access from a public road. Sufficient manoeuvring space shall be provided to enable vehicles to enter and exit the site in a forward direction.  
  
 Exception: The requirement to exit and enter a site in a forward direction shall not apply to a front lot in the Residential Zone where a garage is attached to a dwelling and that obtains access to a District Arterial, Collector or Local Road. This exception does not apply where access is obtained directly from the State Highway or a Strategic Arterial Road.  
  
 Note: The hierarchy of roads is identified in Volume 2 of the Plan: Maps.
- (v) Vehicle Parking Spaces and Access Aisles to Remain Clear
  - (1) Dedicated vehicle parking space and access shall remain unobstructed by other activities and shall not be diminished by storage of goods or erection of any structure.
- (vi) Design of Vehicle-Parking and Loading Spaces
  - (1) Every parking space shall be designed and constructed in accordance with AS/NZS 2890.1:2004 Parking Facilities.
  - (2) Each required loading space shall be of usable shape and have a minimum length of 7.5 metres, minimum width of 3.5 metres, and minimum clear height of 4.5 metres. Sufficient manoeuvring space shall be provided to accommodate a 90 percentile two-axle truck. In the Commercial and Industrial Zones where articulated vehicles are to be used, the layout shall be designed to accommodate such vehicles.
- (vii) Standards of Construction of Vehicle Parking Spaces
  - (1) All required vehicle parking spaces and access aisles shall be formed, sealed and marked, and shall be provided with surface water drainage.



Replace Rule 22.1.16 with the following:

## 22.1.16 Roads, Intersections, Access-& Loading Areas

- (i) The position and function of the road within the road hierarchy, the actual speed environment of the road, traffic volumes and any other factors that will affect congestion and conflict between vehicles.
- (ii) The vehicle type using the site, the time of day the site is inhabited and the anticipated vehicle generation.
- (iii) The extent to which the safety and efficiency of the road and rail network or the safety of road users may be adversely affected.
- (iv) Whether there will be any adverse effects on the safety of pedestrians using the roads, footpaths or vehicle crossings.
- (v) *(Rule deleted)*.
- (vi) Proposed methods for avoiding, remedying or mitigating any potential adverse effects including:
  - (1) Improving the visibility of vehicle crossing points;
  - (2) Alternative design, construction, or location;
  - (3) *(Rule deleted)*.
- (vii) *(Rule deleted)*.
- (viii) *(Rule deleted)*.
- (ix) Whether the access-or loading would have an adverse effect on the special character or amenities of the site.
- (x) *(Rule deleted)*.
- (xi) *(Rule deleted)*.
- (xii) Any adverse visual effects on the amenity and character of surrounding allotments and the zone.
- (xiii) The details and outcome of any consultation undertaken with the Road Controlling Authority (New Zealand Transport Agency and/or District Council) and the rail premises owner and/or the railway access provider (ONTRACK).

## Part C

Amend Rule 23.2.2 as follows:

### 23.2.2 Amount of Contribution for reserves as a standard of a Permitted Activity or as a condition of Resource Consent

- (a) For subdivision, a general district-wide reserves contribution of 3% of the land value of each allotment to be created in the Residential, Commercial and Industrial Zones (plus GST), and 2% of the land value of each allotment to be created in the Rural Zone (plus GST). In the Rural Zone, the maximum amount of the sum of this general district-wide reserves contribution and any general district-wide roads, access, and loading contribution taken under Rule 23.4.2(g) shall be \$7,500 (plus GST) per allotment created by a subdivision; or
- (b) For land use development for residential purposes, a general district-wide reserves contribution of 0.25% of the value of each additional residential unit (plus GST).

Amend Rule 23.4 as follows:

### 23.4 Roads, Access & Loading Contributions Standard

#### 23.4.1 Circumstances when a roads, access and loading contribution is required as a standard of a permitted activity or as a condition of a resource consent:

- (a) As a condition of a land use resource consent for any residential, commercial or industrial activity towards particular works of one or more of the types referred to in sections 23.4.2(a) to (f) and a contribution under section 23.4.2(g) provided that a roads, access and loading contribution towards those particular works and a contribution under section 23.4.2(g) have not already been made at the time of the subdivision creating that lot or under the relevant Council's Long Term Council Community Plan.
- (b) As a condition of a subdivision resource consent for any new allotment towards particular works of one or more of the types referred to in sections 23.4.2(a) to (f) and a contribution under section 23.4.2(g) provided that a roads, access and loading contribution towards those particular works and a contribution under section 23.4.2(g) have not already been made under the relevant Council's Long Term Council Community Plan.
- (c) As a standard of a permitted land use activity towards particular works of one or more of the types referred to in sections 23.4.2(a) to (f) and a contribution under section 23.4.2(g) with the payment of the contribution(s) to be made prior to the issuance of code of compliance certificate for the building consent, provided that a roads, access and loading contribution towards those particular works and a contribution under section 23.4.2(g) have not already been made at the time of the subdivision creating that lot or under the relevant Council's Long Term Council Community Plan.
- (d) *(Rule deleted).*

#### 23.4.2 Amount of contribution for roads, access-and loading as a standard of a permitted activity or as a condition of a resource consent

- (a) The actual cost of providing a road or access to the development concerned; and

- (b) The actual cost of all necessary roads and accesses within the development area for each allotment or building; and
- (c) The actual cost of road or access crossings between allotments, or buildings in the development; and
- (d) A share of the cost of the existing roads and access where additional capacity has been created in anticipation of future subdivision or development. The share will be calculated on the proportion of that additional capacity which is to serve the development; and
- (e) A reasonable share of the cost of new or upgraded roads or access where additional capacity or safety improvements are necessary to accommodate the cumulative effects of the development within an area. The share will be calculated on the proportion of additional traffic likely to be generated by the development; and
- (f) *(Rule deleted)*
- (g) For subdivision, a general district-wide roads, access and loading contribution of 2% of the land value of each allotment to be created in the Residential, Commercial and Industrial Zones (plus GST), and 3% of the land value of each allotment to be created in the Rural Zone (plus GST). In the Rural Zone, the maximum amount of the sum of this general district-wide roads, access and loading contribution and any general district-wide reserves contribution taken under Rule 23.2.2(a) shall be \$7,500 (plus GST) per allotment created by a subdivision.

<b>To:</b>	Mayor and Councillors
<b>From:</b>	Angela Jane, Manager Strategic Planning
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	27 October 2021
<b>Subject:</b>	<b>Council and Committee Meeting Schedule for 2022</b>
<b>FOR DECISION</b>	
<b>Recommendation:</b> That Council approves the schedule of Council and Committee meeting dates for 2022 as set out in Attachment 1 to Report 192/21.	

### **Purpose**

This report seeks Council's approval of the proposed schedule of ordinary meetings of Council and its Committees for 2022 set out in Attachment 1.

### **Executive Summary**

Council and Committee meetings are generally set on a six-week cycle, except for the Audit and Risk Committee which meets quarterly.

Adoption of a schedule of meetings allows for reasonable public notice of meetings to be given in accordance with statutory requirements and for the planning of other commitments around Council and Committee meetings.

As a general rule, Council meetings will commence at 3.00 pm and Committee meetings at 2.00pm.

All meetings have been scheduled on Wednesdays.

In addition to the scheduled Council and Committee meetings, further ordinary and extraordinary meetings may be scheduled as required. Elected members will be advised of these dates as soon as they have been set.

The 2022 local government election will be held on 8 October 2022. At the Inaugural Council meeting on 26 October 2022 the new Council will consider what meetings will be held between the inaugural meeting and the end of the year. The new Council will also have the opportunity to revisit the committee structure early in the triennium. For this reason, meeting dates after October are 'to be confirmed' only.

## Options Considered

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

Option	Advantages	Disadvantages	
1	<p>Approve the proposed schedule for the 2022 meeting schedule.</p>	<p>Elected members and staff have certainty around meeting dates to the end of 2022.</p> <p>The decision will allow meetings to be advertised in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.</p>	<p>None identified</p>
2	<p>Approve an amended schedule</p>	<p>Elected members and staff have certainty around meeting dates to the end of the year.</p> <p>Meetings will be able to be advertised in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.</p>	<p>None, unless changes are to the Audit and Risk Committee dates which may affect the availability of the independent Chair.</p>
3	<p>Do not approve the proposed schedule for 2022</p>	<p>No advantages identified.</p>	<p>Elected members and staff will not have certainty around meeting dates for 2022.</p>

Option 1 is the preferred option.

### Strategic, Policy and Legislative Implications

While not a requirement, the decision to adopt a schedule of meetings is referred to in the Local Government Act 2002 and meeting notification timeframes are set out in the Local Government Official Information and Meetings Act 1987.

### Significance, Engagement and Consultation

The decision to approve the schedule has been assessed as not significant against Council's Significance and Engagement Policy as the decision is administrative in nature.

**Financial Considerations**

There are no financial implications.

**Treaty Considerations/Implications for Māori**

No implications specific to Māori have been identified.

**Communications/Engagement Plan**

No communication or engagement plan is required.

**Environmental/Climate Change Impact and Considerations**

There are no environmental/climate change impacts or considerations arising from the approval of the schedule of meetings for the 2022 year.



## Schedule of Meetings 2022 Masterton District Council

	January	February	March	April	May	June	July	August	September	October	November	December												
SUN	2				1					2			SUN											
MON	3	New Year's Day off			2				1	3			MON											
TUES	4	Day after New Year's day off	1	1	3				2	4	1		TUES											
WED	5		2	ISC	2	4		1	3	COUNCIL	5	2	WED											
THURS	6		3		3	5		2	4	WCDP	1	6	3	1	THURS									
FRI	7		4		4	6	1	3	5		2	7	4	2	FRI									
SAT	8		5		5	7	2	4	6		3	8	ELECTION DAY	5	3	SAT								
SUN	9		6	Waitangi Day	6	8	3	5	7	4	9	6	4	4	SUN									
MON	10		7	Waitangi Day Day off	7	9	4	6	Queen's birthday	4	8	5	10	7	5	MON								
TUES	11		8		8	10	5	7		5	9	6	11	8	6	TUES								
WED	12		9		9	11	6	COUNCIL	11	8	ISC	6	10	7	AWARDS AMD GRANTS Community Wellbeing and Events Grants	12	9	7	COUNCIL TBC	WED				
THURS	13		10		10	12	7	WCDP	9	7		11	11	8		13	10	8	WCDP	THURS				
FRI	14		11		11	13	8		10	8		12	12	9		14	11	9		FRI				
SAT	15		12		12	14	9		11	9		13	13	10		15	12	10		SAT				
SUN	16		13		13	15	10		12	10		14	14	11		16	13	11		SUN				
MON	17		14		14	16	11		13	11		15	15	12		17	14	12		MON				
TUES	18		15		15	17	12		14	12		16	16	13		18	15	13		TUES				
WED	19		16	AUDIT & RISK	16	ISC	13		18	AUDIT & RISK	COUNCIL	15	13	17	AUDIT & RISK	14	COUNCIL	19	16	AUDIT AND RISK TBC	14		WED	
THURS	20		17		17	19	14		19	14		16	14	18		15	WCDP	20	17		15		THURS	
FRI	21		18		18	20	15	Good Friday	20	17		15	15	19		16		21	18		16		FRI	
SAT	22		19		19	21	16		21	18		16	16	20		17		22	19		17		SAT	
SUN	23		20		20	22	17	Easter Sunday	22	19		17	17	21		18		23	20		18		SUN	
MON	24	Wellington Anniversary	21		21	23	18	Easter Monday	23	20		18	18	22		19		24	Labour Day	21	19		MON	
TUES	25		22		22	24	19		24	21		19	19	23		20		25		22	20		TUES	
WED	26		23	COUNCIL	23		20		25		22	20	20	24	ISC	21		26	INAUGURAL COUNCIL (Adopt Annual Report)	23	21	AWARDS AND GRANTS COMMITTEE TBC Civic & Youth Awards		WED
THURS	27		24	WCDP	17	21	21	23	26	23	WCDP	21	21	25		22		27		24	22		THURS	
FRI	28		25		25	27	22	24	27	24	Matariki Day	22	22	26		23		28		25	23		FRI	
SAT	29		26		26	28	23		28	23		23	23	27		24		29		26	24		SAT	
SUN	30		27		27	29	24		29	24		24	24	28		25		30		27	25	Christmas Day	SUN	
MON	31		28		28	30	25	ANZAC DAY	30	25		25	25	29		26		31		28	26	Boxing Day	MON	
TUES			29		29	31	26		31	26		26	26	30		27				29	27	Christmas Day Day off	TUES	
WED			30		30	ISC	27		31	27		27	27	31		28				30	28		WED	
THURS			31	WCDP	28		28		30	28		28	28			29				31	29		THURS	
FRI					29		29			29		29	29			30					30		FRI	
SAT					30		30			30		30	30								31		SAT	
SUN							31			31		31	31										SUN	
KEY	COUNCIL			AUDIT AND RISK			Weekends/Public Holidays			AWARDS AND GRANTS			WAIRARAPA COMBINED DISTRICT PLAN JOINT COMMITTEE			INFRASTRUCTURE & SERVICES								

<b>To:</b>	Your Worship the Mayor and Councillors
<b>From:</b>	Angela Jane, Manager Strategic Planning
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	27 October 2021
<b>Subject:</b>	<b>RMA Delegation – Role Title Change</b>
<b>DECISION</b>	
<b>Recommendation:</b>	
That Council:	
(i) receives the RMA Delegation – Role Title Change Report.	
(ii) approves amending the Council delegation for RMA responsibilities to reflect the new positions of Manager Regulatory Services, and Principal Resource Planner.	

## Purpose

The purpose of the report is to seek Council approval to change the Council's Delegation Register to reflect the new job titles for the Manager Regulatory Services, and Principal Resource Planner.

## Context

The Council delegations for the responsibilities, duties and powers within the Resource Management Act 1991 are recorded in Part B of the Masterton District Council Delegations Register (Parts A and B of the Register were approved by Council at its meeting on 18 December 2019).

These delegations cannot be sub-delegated and must come from Council. With the departure of the Manager Strategic Planning and the creation of the role Manager Regulatory Services to oversee the Buildings, Planning & Consents, and Environmental Services Teams, and the creation of a role for a Principal Resource Planner to assist the Planning & Consents Manager, the Council delegations need to be updated to reflect the change in title for the Resource Management Act 1991 delegations.

The relevant parts of Part B of the Delegations Register (pages 29-36) have been amended to reflect the change and an updated version, showing the alterations made, is attached (see Attachment 1).

Delegations exist to support the efficient and effective operation of Council.

## Recommended Option

Option		Advantages	Disadvantages
1	Amend Section 9.2 Part B of the Delegations Register to reflect the change in role title from Manager Strategic Planning to Manager Regulatory Services and the creation of a role for a Principal Resource Planner	<ul style="list-style-type: none"> <li>The Manager Regulatory Services and the Principal Resource Planner will be able to perform their roles</li> </ul>	<ul style="list-style-type: none"> <li>None identified</li> </ul>
2	Do not amend the Delegations Register	<ul style="list-style-type: none"> <li>None identified</li> </ul>	<ul style="list-style-type: none"> <li>The Manager Regulatory Services and the Principal Resource Planner will not be able to perform their roles</li> </ul>

Option 1 is recommended. This ensures the Manager Regulatory Services and the Principal Resource Planner can perform their roles efficiently and effectively.

## Summary of Considerations

### Strategic, Policy and Legislative Implications

The Delegations Register complies with Council’s Delegations Policy, which sets out overarching principles for MDC delegations. Seeking a Council decision on the proposed amendments is in accordance with the requirements of the Resource Management Act which require delegation directly from Council to officers. The proposed amendments to the Delegations Register are purely administrative and do not change the original delegations in any way.

### Significance, Engagement and Consultation

The decision to amend the Delegation Register as proposed is not considered a significant decision in terms of Council’s Significance and Engagement Policy. Neither engagement nor consultation with the community is required in this instance.

### Communications/Engagement

No communications or engagement plan is required.

## **Financial Considerations**

There are no financial considerations or implications in the decision to amend the Delegations Register as proposed.

## **Implications for Māori**

There are no implications for Māori in the decision to amend the Delegations Register as proposed.

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

There are no environmental or climate change considerations or implications in the decision to amend the Delegations Register as proposed.

9.2 Resource Management Act 1991

Section	Activity	Delegation
	<p>All of Council's functions, powers or duties under the Resource Management Act, OTHER THAN:</p> <ul style="list-style-type: none"> <li>a) The approval of a policy statement or plan or any change to a policy statement or plan.</li> <li>b) The making of a recommendation on a requirement for a designation or a heritage order under Part VIII.</li> <li>c) This power of delegation</li> </ul>	<p>Chief Executive (<i>all RMA provisions, whether or not listed in the remainder of this table</i>)</p> <p><a href="#">Manager Regulatory Services (MRS) Manager Strategic Planning</a> (<i>all RMA provisions, whether or not listed in the remainder of this table</i>)</p> <p>Planning and <del>Building</del> <del>Consents</del> Manager (<i>all RMA provisions, whether or not listed in the remainder of this table</i>)</p> <p><a href="#">Principal Resource Planner (PRP)</a> (<i>only for those Sections specified below</i>)</p> <p>Senior Resource Planner (<i>all RMA provisions, with the exception of Schedule 1 and sections s.44A; s.55; and all s.580-T delegations, whether or not listed in the remainder of this table</i>)</p> <p>Intermediate Resource Planner (<i>all RMA provisions, with the exception of Schedule 1 and sections s.44A; s.55; and all s.580-T delegations, whether or not listed in the remainder of this table</i>)</p> <p>Resource Planner (<i>only for those Sections specified below</i>)</p> <p>Manager Finance (<i>only for those Sections specified below</i>)</p>
s.10	The power to grant an extension to existing use rights in the circumstances specified.	
<a href="#">s.22</a>	<a href="#">The power to direct persons to provide information referred to in section 22.</a>	<a href="#">CE, MRS, PCM, PRP, Senior Resource Planner, Resource Planner</a>

# 301

Section	Activity	Delegation
s.36	Authority to make decisions about administrative charges.	Manager Finance - <i>in consultation with the Planning and <del>Building</del> Manager</i> <u>Consents Manager</u> and/or Senior or Intermediate Resource Planners
s.36AA, s.360 (1)(h-j)	To determine, under section s 36AA and in accordance with regulations made under section 360(I)(h-j), and discount an administrative charge imposed under section 36, where a resource consent or an application to change or cancel conditions has not been processed within statutory timeframes and the responsibility of the failure rests with Council.	
s.36AAB	Authority to remit the whole or any part of any charge referred to in section 36.	
s.37, 37A	To grant waivers and extend time limits. Delegation does not extend to submissions or further submissions on any resource consent application, plan change request or proposed plan which is received by Council after the hearing of the relevant application, request or proposed plan.	<a href="#">PRP</a>
s.38	Power to authorise certain persons to carry out all or any of the functions and powers as an enforcement officer under the Act. Duty (as local authority) to supply every enforcement officer with a warrant under the RMA.	
s.39B	Authority to appoint hearing commissioners.	
s.41, 41B, 41C, 41D 42	Powers and duties (as local authority) prior to or in relation to holding a hearing (other than hearing the matter).	
s.42A	Powers regarding the preparation, commissioning and provision of reports.	
s.44A	Power to amend plans or proposed plans to remove duplication or conflict or include a reference to a national environmental standard.	ONLY TO: Chief Executive <a href="#">Manager Strategic Planning</a> <a href="#">MRS</a> Planning and <del>Building</del> <u>Consents</u> Manager



# 302

Section	Activity	Delegation
s.55	Power to amend plans or proposed plans to recognise national policy statements.	ONLY TO: Chief Executive <a href="#">Manager Strategic Planning</a> <a href="#">MRS</a> Planning and <a href="#">Building Consents</a> Manager
s.58I, 58J	Ability to exercise discretion in relation to options for amending planning documents as directed by a national planning standard, ability to take any action that is directed by a national planning standard.	<a href="#">PRP</a>
s.58O, 58P, 58Q, 58R, 58S, 58T	Power to initiate a Mana Whakahono a Rohe (MWR) or enter into negotiations regarding a MWR if iwi initiated, determine the contents of the MWR, and to determine disputes that arise in course of negotiating MWR.	ONLY TO: Chief Executive <a href="#">Manager Strategic Planning</a> <a href="#">MRS</a> Planning and <a href="#">Building Consents</a> Manager
s.79	Powers in relation to the review of a district plan.	
s.80C	Decision to apply to use the streamlined planning process to prepare a planning instrument.	
s.82	Decision to refer dispute to the Environment Court.	
s86	Decision to acquire land by agreement under the Public Works Act 1981 for certain purposes.	
s86D	Ability to apply to the Environment Court for a rule to have legal effect from a date other than the date on which the decision is publicly notified under clause 10 of Schedule 1.	
S87BA	To issue or decline certificates for boundary infringements as permitted activities.	<a href="#">PRP, Senior</a> Resource Planner, <a href="#">_</a>
S87BB	To make decisions on whether a rule breach is marginal or temporary and consequently whether it is or is not a permitted activity.	<a href="#">PRP, Senior</a> Resource Planner
s.87E, 87F, 87G	Powers and duties in relation to an application where the applicant requests that the application be determined by the Environment Court.	
s.88 - s88F	Powers and duties in relation to an application for resource consent.	<a href="#">PRP, Senior</a> Resource Planner, <a href="#">_</a> <a href="#">Intermediate Resource Planner</a> , <a href="#">Resource Planner</a>

Section	Activity	Delegation
s.91	The power to defer processing an application.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.91C	Authority to make decisions about suspended applications or applications where a total of 130 or more working days have been excluded from time limits.	
s.92, 92A, 92B	Powers and duties in relation to the adequacy of information received with an application for resource consent; and to request further information and commission reports.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.95, 95A-95G	To determine all matters relating to the need to notify, or serve notice of, an application for a resource consent.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.95E(3)	The power to give approval as an affected party on behalf of Council as a landowner.	
s.96	Power to make a submission on a resource consent application.	
s.99	To initiate, conduct and implement all procedures relating to pre-hearing meetings. Power to decline to process or consider the application of a person who fails to attend a meeting.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.99A	To refer resource consent applicants and/or submitters to mediation, subject to the restrictions specified.	
s.99A	To delegate to an appropriate person the power to conduct mediation.	
s.100	To determine the necessity for a hearing on an application for a resource consent.	
s.100A	Ability to request a hearing and ability to request delegation of decision-making functions to hearings commissioners.	
s.101	To determine the commencement date, the time and the place for the hearing of application for resource consents.	
s.102	To determine the need for joint hearings and the making of joint decisions.	
s.103	To determine the need for combined hearings.	
s.104, 104A, 104B, 104C, 104D, 106, 108, 108A, 108AA, 220	Power to determine resource consent applications and impose conditions, PROVIDED that this delegation shall NOT be exercised on applications which have been the subject of a hearing under section 100 of the Act.	
s.109	Power to register bonds specified under the Land Transfer Act 2017. Power to enter land to ascertain whether work under bond has been carried out and/or carry out unfinished work as specified. Duty (as consent authority) to return balance of sum retained after deduction of costs.	
s.110	Ability to refund financial contribution to consent holder and retain a portion in the circumstances specified.	

Section	Activity	Delegation
s.114	To determine the range of persons and authorities on whom notices of decisions should be served.	
s.120	Ability to lodge an appeal against a resource consent decision.	
s.124, 124B, 124C	Power to allow consent holder to continue to operate under an existing consent in the circumstances specified.	
s.125	The power to extend the period in which a resource consent lapses.	<a href="#">PRP</a>
s.126	To cancel a resource consent	
s.127	To consider and grant an application to change or cancel consent conditions for any resource consent.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
S.128-132	To review the conditions of any resource consent in accordance with section 128 to 132 of the Act.	
s.133A	To issue an amended resource consent that corrects minor mistakes or defects in the consent.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.138	Powers and duties in relation to the surrender of a resource consent.	
s.139	To grant certificates of compliance, including the power to require an applicant to provide further information in accordance with section 139 (4) of the Act.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.139A	To issue existing use rights certificates, including the power to require an applicant to provide further information in accordance with section 139A(3).	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.142	The power to request the Minister to call in a matter that is or is part of a proposal of national significance.	
s.145	The power to lodge matter with the Environmental Protection Authority.	
s.149 - 149ZD	Powers and duties in relation to matters that are called in or lodged with the Environmental Protection Authority.	
s.168, 168A, 169, 171, 172 and 173	Powers in relation to notices of requirements for designations.	
s.170	To exercise the discretion contained in section 170 of the Act on the inclusion of a notice of requirement in Council's proposed plan.	
s.176A	Powers and duties in relation to outline plans.	<a href="#">PRP</a>
s.179	Power to lodge an appeal.	
s.181	Powers in relation to the alteration of a designation.	
s.182	Powers and duties in relation to the removal of a designation.	

Section	Activity	Delegation
s.184 and 184A	Powers and duties in relation to the lapsing of a designation.	
s.189, 189A, 190, 191, 195A	Powers and duties in relation to requirements for heritage orders.	
s.198A - 198M	Powers and duties in relation to direct referral of requirements to the Environment Court.	
s.220 (1)(b) and (2)(a)	Authority to undertake online registration of certificates as an authorised officer.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.221	Power to issue, vary, cancel or review a consent notice.	
s.222	To take a bond and issue (and, if necessary, extend) a completion certificate - as long as it is not for financial contributions.	
s.223, 224	Power to approve or decline a survey plan and provide the relevant certificate(s), except where net payment of reserve contributions by Council less credits for land to vest exceeds the delegation for the role.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.226	The power to consider an application under section 226. The power to issue a certificate pursuant to section 226.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.232, 234, 235, 236, 237, 237B	All powers and duties for the purpose of the creation or variation of an esplanade reserve, esplanade strip or access strip.	
s237C	Powers and duties in relation to the closure of an esplanade strip or access strip.	
s.237H	Power to object to a determination about the compensation payable.	
s.239	Power to certify any interest under this section on a survey plan.	
s.240	The power to impose a condition requiring a covenant be registered. The power to cancel a covenant against the transfer of Allotment. The power to certify a covenant or cancellation of a covenant as an Authorised Officer.	
s.241	To consider and grant any requests for cancellation or changes to amalgamation conditions.	
s.243	To consider and grant any requests for easement cancellation or changes.	
s.274	Powers and duties in relation to joining and participating in proceedings in the Environment Court.	
s.291	Powers and duties in relation to commencing, joining and participating in proceedings in the Environment Court.	
s.292	Powers and duties in relation to a direction by the Environment Court to amend a district plan.	
s.293	Powers and duties in relation to a direction by the Environment Court to prepare changes to a proposed plan, consult the persons specified and submit changes to the Court for confirmation.	

# 306

Section	Activity	Delegation
s.299-308	Powers and duties in relation to commencing, joining and participating in High Court and Court of Appeal proceedings.	
s.310-313	Powers and duties in relation to commencing, joining and participating in an application to the Environment Court for declarations.	
s. 314-321	The power to apply to the Environment Court for an enforcement order pursuant to section 314 or for an interim enforcement order pursuant to section 320. The power to make decisions on any matters relating to applications for enforcement orders (including any application to change or cancel enforcement order).	
<a href="#">s.322</a>	<a href="#">Power to issue an Abatement Notice under section 322(1)(a) and (b) if the person serving the Abatement Notice is duly warranted under section 38.</a> <a href="#">This delegation shall not include power to issue an Abatement Notice under section 322(1)(c) unless that person is also a warranted Noise Control Officer under section 38.</a>	<a href="#">CE, MRS, PCM, PRP, Senior Resource Planner, Resource Planner</a>
s.325A	Powers and duties in relation to the change or cancellation of abatement notices.	
s.330-331	Powers and duties in relation to emergency works.	
<a href="#">s.332</a>	<a href="#">Power of entry for inspection if the person serving the Abatement Notice is duly warranted under section 38.</a> <a href="#">This delegation shall not include power to enter and inspect property for the purpose of assessing excessive noise unless that person is also a warranted Noise Control Officer under section 38.</a>	<a href="#">CE, MRS, PCM, PRP, Senior Resource Planner, Resource Planner</a>
<a href="#">s.333</a>	<a href="#">Power of entry for survey and exercise of all associated powers set out in s333 if the person is duly warranted under section 38.</a>	<a href="#">CE, MRS, PCM, PRP, Senior Resource Planner, Resource Planner</a>
<a href="#">s.335</a>	<a href="#">Power of direction and execution of warrant of entry for search if the person is duly warranted under section 38.</a>	<a href="#">CE, MRS, PCM, PRP, Senior Resource Planner, Resource Planner</a>
s.336	Powers and duties in relation to the return/disposal of property seized and impounded as specified.	
s.342	The power to collect fines for an offence under section 338.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.343B and Criminal Procedure Act 2011	Powers and duties in relation to proceedings for an offence or infringement offence.	
<a href="#">s.343C</a>	<a href="#">The power to issue and deliver an infringement notice if the person is duly warranted under section 38.</a>	<a href="#">CE, MRS, PCM, PRP, Senior Resource Planner, Resource Planner</a>
s.343D	Power to retain all infringement fees specified.	

Section	Activity	Delegation
s.357	The power to consider and make decisions on objections which do not require a hearing, except where the decision would result in a net payment of reserve contributions by council less credits for land to vest exceeding the delegation for the role. The power to decide whether an objection requires a hearing.	<a href="#">PRP, Senior Resource Planner, Intermediate Resource Planner, Resource Planner</a>
s.357C-D	The power to consider and decide upon objections and to dismiss or uphold (in whole or in part) any objection under sections 357,357A or 357B of the Act 'PROVIDED that this delegation shall NOT be exercised in respect of objections on resource consent applications which have been the subject of a hearing under section 100 of the Act.	
s.358	Powers and duties (as person who has objected as specified) in relation to appeals to the Environment Court against the decision on the objection.	
Schedule 1	<p>All powers and duties relating to the preparation, change and review of policy statements and plans with the exception of:</p> <ul style="list-style-type: none"> <li>• the approval of a proposed policy statement or plan under clause 17 of Schedule 1.</li> <li>• Schedule 1, clause 5 – power to decide to proceed with and notify a proposed plan.</li> <li>• Schedule 1, clause 8D – power to withdraw a proposal to prepare, change, or vary a proposed plan.</li> <li>• Schedule 1, clause 25 – powers to decide how a request for plan change is to be dealt with.</li> <li>• Schedule 1, clause 37 – power to decide to use the collaborative planning process to prepare or change a plan.</li> <li>• Schedule 1, clause 88 – power to withdraw a proposed plan that is subject to a direction to use a streamlined planning process.</li> </ul>	<p>ONLY TO:</p> <p>Chief Executive</p> <p><a href="#">Manager Strategic Planning</a> MRS</p> <p>Planning and <a href="#">Building Consents</a> Manager</p>
Non-Statutory	The commissioning of independent consultants to process applications to recommendations stage. Unless exceeds financial delegation.	
s.120 and Schedule 1, clause 27	Decisions relating to Council's case in any resource consent or District Plan related process, and in any appeals to the Environment Court, in which Council is a party.	



<b>To:</b>	Your Worship and Elected Members
<b>From:</b>	Terri Mulligan, Environmental Services Manager
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date</b>	27 October 2021
<b>Subject:</b>	<b>Section 10A Dog Control Policy and Practices Report 2020/2021</b>
<b>FOR DECISION</b>	
<b>Recommendation:</b>	
That Council receives and adopts the Dog Control Policy and Practices Report for the 2020/21 registration year (Attachment 2 to Report 200/21).	

### **Purpose**

The purpose of this report is to submit the practices report for the 2020/2021 registration year to Council for adoption.

### **Background**

Council provides a twenty- four hour animal control service, with Council's Animal and Bylaws team covering business hours and afterhours, at weekends and on public holidays. This includes caring for the dogs in the pound.

Council continues to employ two full time Animal & Bylaws officers, an Animal & Bylaws Advisor, Regulatory Support Administrator and a part time Pound Assistant and the Environmental Services Manager as a supervisor of the team.

Council liaises regularly with the SPCA, veterinarians and local Police.

### **Dog Control Policy & Practices Report for 2020/2021**

Section 10A of the Dog Control Act 1996 (see Attachment 1) requires Councils to report annually on specified dog control activities. Once adopted by Council, this must be publicly notified.

Key points to note from the report (see Attachment 2) are:

- The registration of dogs has increased by 266. This is a result of staff following up on unregistered owners to ensure their dogs are registered and new dog owners registering their dogs without prompts. This is a larger jump than the previous year which was an increase of 73 more dog registrations.
- There were 3 dogs classified as dangerous under section 31 of the Dog Control Act 1996 this year the total number of dangerous dogs remains at a total of 4. Registration of a dog classified as

dangerous is 150 % of the registration fee. Dog owners need to make additional provisions to the property where the dog is kept which is outlined in section 32 of the Dog Control Act 1996. They must be muzzled and leashed in all public places.

- There is 1 probationary owner. To become a probationary owner, three or more infringement notices within a two-year period have been received or have been convicted of any offence under the Dog Control Act 1996. The probationary owner status will apply for up to two years. Any dog not registered at the time of the classification must be re-homed or disposed of within 14 days. Any dog already registered may be kept by the owner but no new dogs can be owned by this person. Probationary owners can be required to undertake dog training with their dog.
- There is 1 disqualified Owner. The person may not be allowed to own a dog for up to five years from the time of disqualification. Any dog owned by a disqualified owner must be re-homed or put down within 14 days. Transferring ownership of a dog to another person at the same address is not acceptable. Any owner not adhering to these conditions may be fined up to \$3,000 and have their disqualification period extended by a further five years.
- The number of dogs classified as 'menacing by deed' has remained the same as the previous year at 49. There have been dogs classified as menacing by deed in the 2020/21 year, the number has remained the same because dogs classified as menacing by deed may have left the district or died.
- The number of dogs classified as 'menacing by breed' has decreased. This year there are 87 compared to 102 (2 years prior there were 107).
- The number of infringements has increased from 150 last year to 184. This reflects a dedicated effort from staff to follow up on unregistered dogs over the past twelve months. The vast majority of issued infringements were for failing to register dogs. The team will continue to follow up with dog owners who fail to register their dogs. Infringements are also issued sometimes after an incident or a failure to comply with a direction as per the MDC enforcement guidelines.
- There were only 3 dogs euthanised in the 2020/2021 year compared to 11 (2 years prior there were 34).
- Reported dog attacks on other dogs and animals has decreased the year from 72 attacks to 49.
- Disappointingly reported dog attacks on people have increased from 14 attacks to 20.
- There were 211 dogs impounded this year 22 more dogs compared to the previous year. The majority of dogs were collected by their owners. Anecdotally staff note that most dogs impounded are entire.
- Barking dog complaints continue to be the bane of the Animal and Bylaws Officers lives. Often neighbours refuse to engage with their neighbours about the barking dog. If people were more open to having a conversation over the fence and pinpointing when the barking was occurring the barking issue could likely be resolved a lot faster and without the involvement of Council. Some dog owners are very proactive when it is brought to their attention, however there are always some that fail to act on remedying the problem barking. Resolving problem barking most often cannot be resolved overnight, dogs often need to be trained by their owners about when it is and is not

# 310

appropriate barking. Owners also sometimes need to invest in screening and/or additional containment for their dog.

- Administration service requests have remained steady at 326 compared to 327 the previous year. Staff attribute this to the issuing of notices to register, dog owners subsequently making payment arrangements for registration, and responsible dog owner applications.
- There were no prosecutions over the year.



**Attachment 1:** Section 10A of the Dog Control Act 1996 states –

**Territorial authority must report on dog control policy and practices**

*(1) A territorial authority must, in respect of each financial year, report on the administration of—*

- o (a) its dog control policy adopted under section 10; and*
- o (b) its dog control practices.*

*(2) The report must include, in respect of each financial year, information relating to—*

- o (a) the number of registered dogs in the territorial authority district:*
- o (b) the number of probationary owners and disqualified owners in the territorial authority district:*
- o (c) the number of dogs in the territorial authority district classified as dangerous under section 31 and the relevant provision under which the classification is made:*
- o (d) the number of dogs in the territorial authority district classified as menacing under section 33A or section 33C and the relevant provision under which the classification is made:*
- o (e) the number of infringement notices issued by the territorial authority:*
- o (f) the number of dog related complaints received by the territorial authority in the previous year and the nature of those complaints:*
- o (g) the number of prosecutions taken by the territorial authority under this Act.*

*(3) The territorial authority must give public notice of the report—*

- o (a) by means of a notice published in—*
  - (i) 1 or more daily newspapers circulating in the territorial authority district; or*
  - (ii) 1 or more other newspapers that have at least an equivalent circulation in that district to the daily newspapers circulating in that district; and*
- o (b) by any means that the territorial authority thinks desirable in the circumstances.*

*(4) The territorial authority must also, within 1 month after adopting the report, send a copy of it to the Secretary for Local Government.*

## Animal Services Section 10A Report 2020/21

The information provided below sets out the statistical information required by Section 10(A)(2) of the Dog Control Act 1996

### Number of Registered Dogs

	2018/2019	2019/2020	2020/2021
Number of dogs registered by council	5824	5897	6163

### Number of dogs classified as Dangerous (Section 31)

	2018/2019	2019/2020	2020/2021
Dangerous by owner conviction S31 (1)(a)	3	2	1
Dangerous by sworn evidence S31 (1)(b)	2	2	3
<b>Total Dangerous Dogs</b>	<b>5</b>	<b>4</b>	<b>4</b>

### Number of dogs classified as Menacing (Section 33A & 33C)

	2018/2019	2019/2020	2020/2021
Menacing by Breed S33C	107	102	87
Menacing by Deed S33A	45	49	49
<b>Total Menacing Dogs</b>	<b>152</b>	<b>151</b>	<b>136</b>

### Number of Infringement Notices issued

	2018/2019	2019/2020	2020/2021
Infringement notices issued	103	150	184

### Number of Disqualified/Probationary dog owners

	2018/2019	2019/2020	2020/2021
Disqualified Owners	0	0	1
Probationary Owners	0	0	1

## Impounding & Rehoming

	2018/2019	2019/2020	2020/2021
Total dogs impounded	270	189	211
Dogs returned to owner	191	155	184
Dogs rehomed	12	6	4
Dogs signed over to the SPCA	33	17	20
Dogs Euthanized	34	11	3

## Request for Service (number & nature of request for service received)

	2018/2019	2019/2020	2020/2021
Barking Complaints	211	226	203
Attack Human	24	14	20
Attack Stock, domestic animal & poultry	39	72	47
Rushing	61	65	73
Wandering Stray, roaming & lost	830	822	796
Fouling, welfare & general nuisance	131	91	71
Administration	249	327	326
Breach of Bylaw	7	9	10
<b>Total</b>	<b>1580</b>	<b>1638</b>	<b>1546</b>



<b>To:</b>	Her Worship the Mayor and Councillors
<b>From:</b>	Angela Jane, Manager Strategic Planning
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	27 October 2021
<b>Subject:</b>	<b>Response to Masterton Action Group Petition</b>
<b>DECISION</b>	
<b>Recommendation:</b>	
That Council:	
a)	receives the 'Response to Masterton Action Group Petition' report, dated 27 October 2021; and
b)	notes receipt of the Masterton Action Group Petition presented virtually to the 15 September 2021 Council meeting (physically delivered to Council offices on the same day); and
c)	acknowledges the concerns raised in the Masterton Action Group petition by the 1,832 signatories; and
d)	declines the petition's demand to delay any action on the Civic Centre proposal and to hold a referendum/survey of the community on the proposal; and
e)	notes that detailed concept design plans and costings (part of the petition request) do not currently exist and the land purchase costs are not yet known because negotiations are not complete; and
f)	notes that we will continue to update the community promptly with new information as it comes to hand via our official communication channels and spokespeople.

### **Purpose**

This report provides commentary on the specific requests within the petition on the Civic Centre that Council received at its 15 September 2021 meeting and recommends to Council to continue with the project and provide regular updates on progress to its stakeholders, the Masterton community.

### **Context**

The Masterton Action Group, represented by Hewitt Harrison, presented a petition (virtually due to COVID alert levels) to the September 2021 Council meeting. The petition contained 1,832 qualifying signatories (the qualifying category was given by the action group).

The wording of the petition is as follows:

“We, the undersigned, are concerned ratepayers and residents who require the MDC to delay any action on the Civic Centre proposal in the 2021/31 Long Term Plan until the following has taken place –

- A. The Masterton community has been provided with the details of the proposed site and its suitability
- B. The Masterton community has been provided with detailed concept design plans of the proposed Civic Centre as contained in the LTP
- C. The Masterton community has been provided with detailed costings of the entire project including any land purchase costs
- D. The MDC has subsequently conducted an open consultation with the Masterton community on this proposal, including a Survey or Referendum of the Masterton community determining whether they support or reject the proposal
- E. The Masterton District Council will respect and act on the outcome of the Survey/Referendum in “D” above.”

### **Summary of petition**

The petition seeks to relitigate the decision already taken by the Council, following public consultation on numerous occasions, to build a civic centre.

The request suggests pausing land purchase but determining site location (so negotiating a purchase subject to consultation), completing design work and then presenting all this information to the public for a go/stop decision using a survey or referendum that is binding on the Council.

This request alters the direction of the current Council resolution and some of the work underway and is effectively altering the Council resolution and if the survey/referendum results support stopping the project then a revocation of the current Council resolution.

### **Background on legislative circumstances**

Standing Orders, the rules for running local government meetings, includes the process for revoking or altering resolutions. Three means are available:

- a member may seek to revoke or alter a Council decision through a notice of motion (SO clause below).
- an agenda report with a recommendation from the Chairperson or the Chief Executive may be utilised to revoke or alter a Council decision
- a 75% vote of members can alter or revoke a resolution made in the same meeting (relevant clauses of the SOs are below).

Standing Orders are backed up by the provisions in Part 6: Planning, decision-making, and accountability and Schedule 7: Local authorities, local boards, community boards, and their members within the Local Government Act 2002 (the Act).

All reports seeking decisions, other than procedural decisions (e.g. adopting a yearly meeting schedule), and notices of motion must comply with Part 6 of the Act by satisfying the needs of Sections 77-82. Clauses 77 -82 are:

- 77 - Requirements in relation to decisions
  - Identify all practicable options to achieve objective
  - Assess options – advantages and disadvantages
  - Identify if significant in relation to land, body of water
- 78 – Community views – summary of past engagements as contained in deliberations reports for the Long Term Plan, past Annual Plans, any other engagements
- 79 – consider significance of all relevant matters and direct resourcing relative to significance
- 80 – identification of inconsistent decision
  - With any policy
  - With any plan – Long Term Plan
- 81 - Contribution to decision-making processes by Māori
- 82 – Principles of consultation
  - Access to information
  - Encouraging views
  - Opportunity to present views

Notices of motion must be in writing, received at least 5 clear working days before a meeting and be signed by not less than one third of the members of the local authority, including vacancies. If the notice of motion is lost, no similar notice of motion which is substantially the same in purpose and effect may be accepted within the next twelve months.

## Analysis and Advice

Petition	Commentary
<p>We, the undersigned, are concerned ratepayers and residents who require the MDC to delay any action on the Civic Centre proposal in the 2021/31 Long Term Plan until the following has taken place</p>	<p>The petition has no status in legislation or Council’s Standing Orders, so cannot require the Council to take a particular course of action.</p> <p>Delaying implementation is changing the decision resolved by the Council and an altered resolution is required to provide new direction to staff. The three means for altering a resolution are noted in the background on legislative circumstances section above. Staff do not have any new information that would necessitate a staff report recommending an alteration to the current Council resolution.</p>

Petition	Commentary
<p>A. The Masterton community has been provided with the details of the proposed site and its suitability</p>	<p>Sharing information on the new site is dependent on current negotiations – Council had planned to share the information when it is available on an informing basis only and would include the suitability of the site compared to other options that had been considered, including sites already owned by the Council.</p> <p>It is standard practice to keep negotiations confidential when there are tenants involved and when the alternative site options also involve negotiating a purchase. Securing the site for the best value to ratepayers is another common reason for keeping negotiations confidential.</p>
<p>B. The Masterton community has been provided with detailed concept design plans of the proposed Civic Centre as contained in the LTP</p>	<p>Detailed concept design plans have not been developed yet so we cannot share this information at this time.</p> <p>Architects are currently being secured to carry out this work. Concept plans are scheduled to be completed in March 2022 and cost estimates of the concept plans to be completed in March/April 2022. The more mature the plans the more accurate the cost estimates and the lower the contingency. Detailed designs and estimates for construction costs will follow but the timing is dependent on a large number of factors, some of which will only be identified during the concept design phase.</p>
<p>C. The Masterton community has been provided with detailed costings of the entire project including any land purchase costs</p>	<p>Sharing the land purchase costs is dependent on negotiations – Council will disclose this information when it is available. Negotiating the purchase subject to a referendum result may involve paying a premium as tenants would still need to be accommodated or the project would be delayed.</p>
<p>D. The MDC has subsequently conducted an open consultation with the Masterton Community on this proposal, including a Survey or Referendum of the Masterton community determining whether they support or reject the proposal</p>	<p>Actioning this part of the petition will require revoking/rescinding or altering the current Council resolution concerning the Civic Centre project.</p> <p>Council’s Standing Orders includes the process for revoking or altering of resolutions. A member may seek to revoke or alter a Council decision through a notice of motion (see clause below). An agenda report with a recommendation from the Chairperson or the Chief Executive may be utilised to revoke or alter a Council decision. Staff have not identified any new information to give cause for a staff recommendation to alter or rescind the current Civic Centre resolution.</p> <p>Consultation would involve sharing information, promoting the information, ensuring there is opportunity for clarifying the</p>

Petition	Commentary
	<p>information. A survey or referendum would also require promotion for a good response rate.</p>
<p><b>E.</b> The Masterton District Council will respect and act on the outcome of the Survey/Referendum in "D" above</p>	<p>This clause requests that the suggested survey or referendum is binding on the Council's future decision-making for the Civic Centre project.</p> <p>All councils have the ability to extend any of their decision-making to the community (known as direct democracy). The Council's Significance and Engagement Policy includes guidance and direction on when binding referendums are appropriate.</p> <p>Appendix Two of our policy provides examples when it is appropriate to empower the community and hand over the decision-making. The local elections are listed as a specific example in the appendix. The guidance on when it would be appropriate to empower the community on other decisions notes that the community should be engaged throughout the process to ensure ownership of the development of alternatives, identification of the preferred solution(s) and delegated decision-making on the preferred solution. Council has involved selected stakeholders at various times in the past to help determine the scope of the new build but has not involved the whole community in the development of alternatives or identifying the solutions.</p> <p>In addition to the guidance above that is contained in the Significance and Engagement Policy, decision-makers, in this case the electors, have to show that they have read and understood the background information required by the Local Government Act (Sections 77-82 listed in the background section).</p> <p>A referendum will look like a ballot and most people recognise a ballot from the regular election process which is a selection process by the elector. Only a small book with profiles of the candidates is included with the election ballot. It would not be possible to provide all the background information on the civic centre project in an envelope with the ballot paper; due to cost of production and size of the envelope.</p> <p>Giving voters the chance to simply tick a box to either proceed or stop the Civic Centre project will not ensure that the material</p>

Petition	Commentary
	<p>required by the Act is being acted upon and that the decision and background information was given due consideration.</p> <p>Another challenge posed by using a referendum is the known low voter turnout. Many envelopes for the triennial local government elections are not even opened and many electors comment that they are not familiar enough with the candidates to make a selection. Staff consider the same factors would exist for the civic centre project and a large proportion of the ballots would be wasted.</p> <p><b>Cost of a referendum</b></p> <p>While the petition does not specify the criteria for a referendum, as a Council we would have to follow the Local Electoral Act and provide ballot papers to electors at an estimated cost of \$70,000-80,000. This estimate has been supplied by Warwick Lampp our Electoral Officer. Any referendums must be conducted by our Electoral Officer and use the electoral rolls.</p> <p>Staff time to help promote the referendum, collate the background information and be on hand to answer queries would involve the Corporate Planner and the Communications Team as a minimum and would likely take in excess of 80 hours.</p> <p>The cost to the project from a potential delay in implementation because of the time to conduct a referendum (or survey noted below) is hard to estimate. Cost escalation for construction is currently running at a high, a referendum and the promotion necessary would likely need 6-8 weeks. The cost for that kind of delay could run into 6 figures.</p> <p><b>Cost of a survey</b></p> <p>A “survey” suggests that people will avail themselves of an opportunity to be counted by completing a form either online or at designated locations – similar to past consultations by Council.</p> <p>If there are no criteria on who can submit a response to the survey then the administration checks could simply look for duplicates as we have no available database to check on respondents under 18 years of age and the electoral roll only holds people who have enrolled. If a large number of survey responses were hard copy then manual inputting would be required for the duplicate search to be accurate.</p>

Petition	Commentary
	<p>If the survey was to be restricted to Masterton residents, then addresses would be a mandatory field (and responses deemed void if not supplied) and administration costs would be high and difficult to estimate accurately as staff would have to manually check the address.</p> <p>If the survey was only open to electors, then administration costs would be high and difficult to estimate accurately; likely to be similar or higher than the referendum costs as all the checking would be manual therefore staff time intensive. Any responses from individuals not registered on the electoral roll would be void.</p> <p>A survey with the appropriate promotion and distribution of the background information would be similar in nature to the Long Term Plan consultation costs which were approximately \$15,000 with similar staff time to the referendum above for the preliminary work (80 hours) and different analysis costs depending on the criteria for respondents.</p>

## Recommended Option

If Council wants to debate the intent of the petition it would have to call for a report from Council officers, that satisfies the Act's decision-making provisions, or seek a Notice of Motion, that satisfies the Act's decision-making provisions or the Mayor could write a report that satisfies the Act's decision-making provisions.

The petition requests that the detailed concept design plans are shared with the community. This work is about to get underway and should be completed in 2022. In the meantime, the land purchase of the preferred site is being negotiated and if the purchase is subject to a further consultation and potentially a binding referendum/survey then staff need new instructions as soon as possible.

Preparing a staff report on this matter will divert attention away from other priorities including the Civic Centre project and the Panama Housing project. Staff have not received any new information that would give cause to raising a report on the future of the project without direction from Council.

Staff have interpreted the petition as a call by members of the community for more information and more frequent updates on the status of the project. Consistent messaging will assist the community understand the stage we are in and the stages of the project as they unfold. Staff recommend that these updates are provided through the Council's formal communication channels and via sanctioned spokespersons only.



<b>To:</b>	Your Worship and Elected Members
<b>From:</b>	Terri Mulligan, Environmental Services Manager
<b>Endorsed by:</b>	David Hopman, Acting Chief Executive
<b>Date</b>	27 October 2021
<b>Subject:</b>	<b>Masterton District Licensing Committee 2020-2021 Annual Report</b>
<b>INFORMATION</b>	
<b>Recommendation:</b>	
That Council receives a copy of the Masterton District Licensing Committee 2020-2021 Annual Report.	

**Purpose**

The purpose of this paper is to provide Council with a copy of the Masterton District Licensing Committee (DLC) 2020/2021 Annual Report.

**Background**

Section 199 of the Sale and Supply of Alcohol Act 2012 requires the Secretary of the Masterton District Licensing Committee to provide an annual report to the Alcohol Regulatory and Licensing Authority (ARLA).

The reporting period is 1 July 2020 to 30 June 2021. See Attachment 1 for a copy of this report.

COVID-19 impacted events that required special licenses to allow the sale of alcohol. There were 23 more special licence applications compared to the previous year. If the event special license application had been lodged and the event was cancelled or postponed, refunds were offered.

Late special licence applications continue to be an issue, impacting on inspectors' and administration staff workloads. Completed special licence applications must be filed at least 20 working days before the day of the event. See Attachment 2 for a copy of Section 137 Sale and Supply of Alcohol Act 2021 - filing of applications.

New manager applications increased from the previous year. There were 49 new manager applications received compared to 26 the previous year which has added to inspectors' workloads.

# Alcohol Regulatory and Licensing Authority

## Report 2020/2021

The information is provided to the Alcohol Regulatory and Licensing Authority (ARLA) as required under Section 199 of the Sale and Supply of Alcohol Act 2012.

(1<sup>st</sup> July 2020 to 30<sup>th</sup> June 2021)

### 1. PLEASE PROVIDE THE NAME OF YOUR DISTRICT LICENSING COMMITTEE

Masterton

### 2. PLEASE PROVIDE THE NAME, EMAIL, AND CONTACT PHONE NUMBER OF YOUR COMMITTEE'S SECRETARY.

Kathryn Ross - Chief Executive

[alcohol@mstn.govt.nz](mailto:alcohol@mstn.govt.nz)

### 3. PLEASE NAME EACH OF YOUR LICENSING INSPECTORS AND PROVIDE THEIR EMAIL AND CONTACT PHONE NUMBER

alcohol@mstn.govt.nz – best contact for all

Bronwyn Johnson	bronwynj@mstn.govt.nz	06 370 6300	Chief Licensing Inspector
-----------------	-----------------------	-------------	---------------------------

Cherie Bulled	cherieb@msnt.govt.nz	06 370 6300	
---------------	----------------------	-------------	--

Alex Carter	alexc@mstn.govt.nz	06 370 6300	
-------------	--------------------	-------------	--

Terri Mulligan	terrim@mstn.govt.nz	06 370 6300	
----------------	---------------------	-------------	--

### 4. THE FOLLOWING QUESTIONS RELATE TO THE NUMBER OF LICENCES AND MANAGERS' CERTIFICATES YOUR COMMITTEE ISSUED AND REFUSED IN THE 2020-2021 FINANCIAL YEAR.

#### Licences 2020-2021

How many 'on licences' did your Committee issue?	3
--	---

How many applications for 'on licences' did your Committee refuse?	0
--	---

How many 'off licences' did your Committee issue?	1
---	---

How many applications for 'off licences' did your Committee refuse?	0
---	---

How many club licences did your Committee issue?	0
--	---

How many applications for club licences did your Committee refuse?	0
--	---

#### Manager's Certificates 2020-2021

How many managers' certificates did your Committee issue?	31
---	----

How many applications for managers' certificates did your Committee refuse?	0
---	---

How many applications for managers' certificates were withdrawn?	1
--	---

#### Licence renewals 2020-2021

How many licence renewals did your Committee issue?	27
---	----

How many licence renewals did your Committee refuse?	0
--	---

As at 30 June 2021 what is the total number of licences (new and existing in your licensing district?)

On-licences

32

Off-licences

28

Club-licences

19

5. PLEASE COMMENT ON ANY CHANGES OR TRENDS IN THE COMMITTEE'S WORKLOAD IN 2020-2021.

There has been an increase in applications and some special licenses have been cancelled once the work has already been completed.

6. PLEASE COMMENT ON ANY NEW INITIATIVES THE COMMITTEE HAS DEVELOPED/ADOPTED IN 2020-2021.

7. HAS YOUR COMMITTEE DEVELOPED A LOCAL ALCOHOL POLICY?

Yes

7A. IF THE ANSWER IS YES, WHAT STAGE IS YOUR LOCAL ALCOHOL POLICY AT?

In force

8. IF THE ANSWER TO 7 IS YES, WHAT EFFECT DO YOU CONSIDER YOUR LOCAL ALCOHOL POLICY IS HAVING?

9. IF THE ANSWER TO 9 IS 'IN FORCE', IS YOUR LOCAL ALCOHOL POLICY DUE FOR REVIEW?

Yes

10. IF THE ANSWER TO 9 IS YES, HAS SUCH A REVIEW BEEN UNDERTAKEN; AND, IF SO WITH WHAT RESULT?

Due for review in 2021

11. PLEASE COMMENT ON THE MANNER IN WHICH COVID-19 HAS IMPACTED ON DLC OPERATIONS.

Alert levels have impacted special licences. Changes to alert levels has created additional work with applications being withdrawn once processed, dates altered and applications for refunds reviewed and processed.

12. PLEASE COMMENT ON THE WAYS IN WHICH YOU BELIEVE THE SALE AND SUPPLY OF ALCOHOL ACT 2012 IS ACHIEVING ITS OBJECT. NOTE: THE OBJECT OF THE SALE AND SUPPLY OF ALCOHOL ACT 2012 IS THAT:

A) *THE SALE, SUPPLY, AND CONSUMPTION OF ALCOHOL SHOULD BE UNDERTAKEN SAFELY AND RESPONSIBLY; AND*

B) *THE HARM CAUSED BY THE EXCESSIVE OR INAPPROPRIATE CONSUMPTION OF ALCOHOL SHOULD BE MINIMISED.*

TO WHAT EXTENT, IF ANY, DO YOU CONSIDER THAT ACHIEVEMENT OF THE OBJECT OF THE ACT MAY HAVE BEEN AFFECTED BY THE COVID-19 PANDEMIC?

13. TO WHAT EXTENT, IF ANY, DO YOU CONSIDER THAT ACHIEVEMENT OF THE OBJECT OF THE ACT MAY HAVE BEEN AFFECTED BY THE COVID-19 PANDEMIC?

Special licenses were cancelled or postponed to meet COVID -19 restrictions.

14. WHAT CHANGES OR TRENDS IN LICENSING HAVE YOU SEEN SINCE THE ACT CAME INTO FORCE?

New Managers applications have increased.

15. WHAT CHANGES TO PRACTICES AND PROCEDURES UNDER THE ACT WOULD YOU FIND BENEFICIAL?

More training for DLC members.

**Sale and Supply of Alcohol Act 2012****Section 137- Filing of applications**

- (1) An application for a special licence must be filed, at least 20 working days before the day on which the event concerned begins,—
  - (a) with the licensing committee for the district in which the premises concerned are situated, if it is an application for a licence for premises that are not a conveyance:
  - (b) with the licensing committee for the district in which the applicant's principal place of business in New Zealand is situated, if it is an application for a licence for a conveyance.
  
- (2) The licensing committee may consider an application for a special licence filed less than 20 working days before the day on which the event concerned begins, if satisfied that the need for a special licence could not reasonably have been foreseen earlier.
  
- (3) If (under subsection (2)) the licensing committee decides to consider an application for a special licence filed less than 20 working days before the day on which the event concerned begins,—
  - (a) it must, after consulting the Police and the Medical Officer of Health, fix a period of less than 15 working days after receiving a copy of the application within which reports from the Police or Medical Officer of Health must be received; and
  - (b) it must notify the Police, an inspector, and the Medical Officer of Health of the period fixed when sending copies of the application under section 141(1).
  
- (4) If the licensing committee fixes under subsection (3) a period of less than 15 working days, the references in section 141 to 15 working days must (in relation to any report on the application concerned) be read as a reference to the period fixed.

<b>To:</b>	Your Worship and Members
<b>From:</b>	David Hopman, Acting Chief Executive
<b>Date:</b>	27 October 2021
<b>Subject:</b>	<b>Chief Executive's Report</b>
<b>FOR INFORMATION</b>	
<b>Recommendation:</b>	
That Council notes the information contained in the Chief Executive's report 205/21.	

**Purpose**

The purpose of this report is to provide Council with an update (as at 20 October 2021) on Council operations and projects.

**Regional/National Context****Infrastructure Strategy**

The New Zealand Infrastructure Commission (Te Waihanga) published a draft NZ Infrastructure Strategy on 13 October 2021 following consultation earlier this year. It is a 30-year Strategy focusing on infrastructure issues New Zealand is facing as well as long-term challenges such as climate change, a growing population, and opportunities posed by changing technology. A copy of the draft NZ Infrastructure Strategy is available on the Te Waihanga website:

<https://www.tewaihanga.govt.nz/strategy/new-zealand-infrastructure-strategy/>

The draft strategy is currently sitting with the Infrastructure Minister for consideration. Officials will further refine the draft strategy based on comments from the Minister, with the final strategy to be tabled in Parliament by early 2022.

**Waste Strategy**

The Ministry for the Environment (MfE) is seeking feedback on proposals for a new Waste Strategy and issues and options for new waste legislation. The strategy looks at the way we think about and manage waste. The issues and options focus on developing new and more comprehensive waste legislation to regulate the management of waste, and products and materials circulating in our economy. Once developed, the new legislation would replace the Waste Minimisation Act 2008 and the Litter Act 1979. It is expected that any new legislation will go through the parliamentary process in 2023.

Council will need to consider what the impacts will be at Council level, including operational changes to current services, potential changes to our Wellington Region Waste Management and Minimisation Plan as well as our Wairarapa Solid Waste Management and Minimisation Bylaw. Consultation closes on 26 November 2021. We are planning to make a submission.

More information is available on the MfE website: <https://environment.govt.nz/news/feedback-sought-on-new-waste-strategy-and-options-for-new-waste-legislation/>

### **Transitioning to a low-emissions and climate-resilient future: emissions reduction plan discussion document**

The Ministry for the Environment (MfE) has released a discussion paper *Te Hau mārohi ki anamata: Transitioning to a low emissions and climate-resilient future* for consultation. Following this process, the government's Emissions Reduction Plan will be finalised. This plan will set out the actions Aotearoa New Zealand will take to meet the first emissions budget and transition to a low-emissions future in a way that is achievable and affordable.

The consultation period will run until 24 November 2021, and the three Wairarapa District Councils plan to make a joint submission. The discussion paper is available on the MfE website: <https://environment.govt.nz/assets/publications/Emissions-reduction-plan-discussion-document.pdf>

### **Strategic Planning and Policy Activity**

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

A review of Wairarapa Economic Development Strategy is now underway, with Henley Hutchings engaged to undertake this work. The review will inform a refreshed strategy, an agreed set of priorities, and action plan for implementation in 2021-24. It is anticipated that this review will be completed by the end of February 2022.

#### **Wellington Region Economic Development Plan**

WellingtonNZ are leading the development of a refreshed Wellington Regional Economic Development Plan (REDP) to focus regional economic development approaches, initiatives and projects and to ensure integration and coordination across multiple delivery agencies. Each district across the Greater Wellington Region is taking part in this process, with sub regional economic development plans feeding into the wider REDP (e.g., Wairarapa Economic Development Strategy).

The refresh of the REDP is well underway, with Masterton District Council represented on both the leadership group and the steering group. The next key milestone is a regional workshop in Lower Hutt in December 2021. The finalised REDP is expected to be published in June 2022.

#### **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 (EoI) 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. Council was advised by Kāinga Ora on 15 October 2021 that the expression of interest for Panama Village was unsuccessful and would not be invited to progress to the RFP stage. We are currently waiting to hear the outcome of the Millard Avenue/Andrew Street EoI.



# 329

## District

### Community led, council support initiatives

#### Shift Foundation

Alert levels affected our delivery for Term 3.

#### Eastside Community Group

The Eastside Community Group have supported their community through the COVID-19 lock down by assisting with food parcel orders and delivery, firewood to local Kaumatua and by providing financial support to families in need. The group continue to meet weekly and are looking to host a Community Spring Festival in the first week of November 2021.

#### Solway Neighbourhood Planning Group

The Solway Neighbourhood Planning group have hosted a series of successful planting days at Kirk Reserve earlier this year. The group had over 60 community members come together to support this initiative. They continue to host community meetings monthly in at the St James Church in the Solway area.

#### Community Events

This year's Halloween event that was due to take place on 31 October was cancelled due to the Covid Restrictions and uncertainty around the levels. Council have decided to continue with the **Jack o lantern** and **Scarecrow competitions**, providing some great opportunities for community members to win a range of Prezzy cards for first, second and third places in both categories. A \$500 Prezzy card will go the overall winner. Voting will be done publicly online through our MDC Facebook page

Planning for all other events (Christmas, Waitangi Day etc.) will continue as usual however will of course be COVID-19 Alert Level dependent at the time.

#### Grants

The Community Wellbeing Grant and Community Events Fund applications for the 2021/22 funding year, which closed on 30 July, were considered by the Awards and Grants Committee on 10 September 2021.

Allocations were as follows:

Grant Type	Applications Received	Funding Requested	Allocations	Funding Allocated
Community Wellbeing Grant	39	\$336,214	33 applications allocated a grant 2 applications withdrawn 4 applications declined	\$125,500
Community Events Fund	19	\$171,835	19 applications allocated a grant	\$82,400

The Masterton District Creative Communities Scheme and Masterton Arts Fund applications closed on 27 August and the Assessment Committee met on 9 September 2021 to consider these.

Allocations were as follows:

Grant Type	Applications Received	Funding Requested	Allocations	Funding Allocated
Masterton Arts Fund	3	\$24,183	3 applications allocated a grant	\$12,000
Masterton District Creative Communities Scheme	6	\$23,403	6 applications allocated a grant	\$16,819

## Library Activity

The library reopened to the public on 9 September with Alert Level 2 Delta restrictions in place. This includes mandatory face masks, scanning in and limited time spent in the library. Due to the 2-metre distancing requirement, programming is suspended until a move to Alert Level 1. However, even without programmes, we are still engaging with our community with online challenges and reading programmes accessible through our website and social media pages. Our school holiday programmes will move online during Alert Level 2, with an activity planned for each day of the break.

We are in the process of reorganising the collection after analysing circulation statistics and trends. Based on the results, we are increasing the floor space available for adult fiction and reducing the nonfiction collection. This change will allow us to meet the reading needs of our community.

## Archive Activity

COVID-19 Alert Level 2 Delta has meant the Archive, in its current location, is unable to open to the public. However, the staff continue to provide research via email, and material via digital delivery. The work on discovery of the Wairarapa Times-Age negative collection continues, having been the mainstay of our work-from-home during Alert Level 4 lockdown. This is proving to be immeasurably valuable in several areas, from research queries to outreach, as images of previously unknown events are uncovered. Our usual outreach work has once again been curtailed by COVID-19, however Archivist Mark Pacey has continued to provide articles to the Times-Age and has now had a Paper published in a New Zealand historical journal.

## Properties and Facilities Activity

- Installation of heat pumps in all senior housing units commenced on 7 September with completion expected by December 2021. Removal of asbestos-containing materials in the soffits of units will commence from 11 October to allow installation of mechanical ventilation in kitchens and bathrooms. This project is part of Council meeting its obligations under the Healthy Homes Act. The deadline for compliance for Council's residential property portfolio is 2024; we expect to have all activities complete by year end 2022.
- The biannual rental review for lease sites at Hood Aerodrome has been completed and valuation certificates sent to all tenants.

- Recruitment is underway for the Asset Officer role to enable this years' capital works programme to resume. Planned activities include seismic strengthening of the Pioneer Rugby Clubrooms and Queen Elizabeth Park Bowling Pavilion.
- Installation of automatic doors in the foyer of the Trust House Recreation Centre has been delayed due to availability of materials and components. Fabrication is now expected to commence in December with installation in January 2022.

## **Parks and Open Spaces Activity**

- The Winter planting and pruning programme has been completed late this season due to COVID-19 Alert Level 4 lockdown.
- Due to COVID-19 related delays and reduced resources in our Parks team, Winter/Spring capital expenditure projects have been postponed until late summer allowing time to catch up on contractual tasks.
- The first of our biannual all sport codes meeting was successfully held. Main discussion points were the turf, bookings and improvements. This provides a great opportunity to network, with the outcome of stronger partnerships and codes working together for the benefit of community sport.
- The Spring turf renovations are underway with no issues to report.
- September storm damage – there was no considerable damage to the trees we are managing under an arboricultural pruning programme. Clean-up costs to date are \$13,000 including four large trees down in wilderness areas. Estimated further \$3,000 works to be completed.

## **Contractors**

### ***Belgravia Leisure - Trust House Recreation Centre Contract***

Facility visits are down by approximately 60% compared to the same month last year, due to the impact of COVID-19. The current Facility Manager is leaving the role later this year and the process to appoint a replacement is underway.

### ***Belgravia Leisure - Mawley Holiday Park Contract***

During September the Holiday Park lost approximately \$7,000 in cancellations due to the COVID-19 Alert level restrictions. Revenue was down \$4,000 in comparison to the same period last year which is a good result considering those cancellations and that last year people were out and about, enjoying their freedom following lockdown.

### ***Recreational Services - Parks and Open Spaces Maintenance Contract***

At COVID-19 Alert Levels 3 and 2 Recreational Services are fully operational, working within the restrictions. There are no contract matters of note to report.

## **Local Government Official Information and Meetings Act Requests**






During September, Council received 7 Local Government Official Information Act (LGOIMA) requests, 3 of these requests have been closed with the remaining 4 still within the 20-working day period. The average response time for the closed requested in September is 9 working days.

The process for LGOIMA requests and responses has changed recently and we are looking at how we could improve the process further using Tohu. All LGOIMA requests are now managed from Tohu, the new Document Management System. This will allow staff to keep track and report on trends more efficiently. It also ensures that the staff member that the request is assigned to and their SLT Manager receive automatic notifications at ten, fifteen and twenty working days.

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
September 2021	7	42%	9	0	4 (but still within the 20-working day timeframe)

## Customer Services Activity

We have received no complaints over this period.

There have been 6 compliments:

- Animal Services are doing an excellent job and over the past few years there has been a decrease in the number of dogs roaming. The team also received praise for their assistance and follow-up on a dog attack.
- Customer Services for a great response, communication and assistance to help resolve tree issue. Great to see the Council doing the right thing.
- Compliments to Higgins, one for their grader driver from a ratepayer living in the Alfredton Tinui area and one for their work on the Matai Street footpath.
- Recreational Services for wonderful planting of Polyanthus opposite the courthouse in Park Street.

Council received 1043 service requests between 4 September 2021 to 12 October 2021. 482 of these remain open. One of the total number of service requests have come via Elected members and the remainder came from the public.

## Project Delivery Activity

An update on the Project Delivery Programme is attached (see Attachment 1).

Council Project Delivery Programme					At a Glance			Status					Current Status & Next Milestone
Summary of current status of all projects within Project Delivery Work Programme.													
As at: Thursday, 21 October 2021													
Ref	Profile	Stage	Project Name	Completion Date	RAG	Risk Trending	Executive Summary	Scope	Programme	Financial	Resource	Stakeholder & Comms	Commentary
P 001	High	Initiation	Civic Centre	2026 works need to be completed on the existing building to remedy earthquake damage	G	↔	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	G	G	G	G	G	<ul style="list-style-type: none"> <li>The Quantity Surveyor Request for Tender closed with seven proposals received. The review is underway with an expected outcome and recommendation due in October.</li> <li>The Architect Request for Tender has been distributed on GETS and the review and recommendation process with commence in October.</li> <li>Progressing the land acquisition of the preferred site</li> </ul>
P 002	High	Implementation	Masterton Revamp	2031 - 10 year programme	G	↔	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>	G	G	G	G	G	<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> </ul>
P 003	High	Implementation	Animal Shelter	Q2 2022	R	↑	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.	R	R	R	G	A	<ul style="list-style-type: none"> <li>The temporary Animal Shelter continues to undergo further remediation works to enable it to be fit for purpose (largely around soundproofing)</li> <li>Demolition of the old Ngaumutawa Road site has been completed</li> <li>A value engineering assessment of the design plan is underway</li> </ul>
P 004	High	Implementation	Skatepark Revamp	Q4 2021	G	↑	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.	G	G	A	G	G	<ul style="list-style-type: none"> <li>Phase 1 of the skatepark is almost complete. Only the pool bowl and surrounds are still to be completed as they are awaiting the arrival of product from the USA</li> <li>Flood lighting has been installed outside the park. The contractor has temporary control of the light timers so they can be switched off at night</li> <li>The whole park was closed on 4 October to enable the contractors to catch up on work which was delayed due to the recent Covid-19 lockdown</li> </ul>
P 011	High	Implementation	Hood Aerodrome	2025	G	↔	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.	G	G	G	G	G	<ul style="list-style-type: none"> <li>An Aeronautical Study is underway, with completion expected before the end of the year.</li> <li>A Topographical Survey of the land to be acquired is also underway</li> <li>A procurement document for the resealing of Moncrieff Drive is currently out to tender, with assessments taking place before the end of October</li> <li>Another procurement process has been initiated for the design services for runway widening and lengthening, and the diversion of Manaia Road. This is expected to go out to tender in the next month</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 has been drafted and is with the other party for their agreement.</li> </ul>
P 020	High	Implementation	<b>Waipoua Bridge</b>	Q4 2021	A	↑	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	A	A	G	G	<ul style="list-style-type: none"> <li>• Final design drawings have been received from the design build contractor and the resource consent has been approved by GWRC</li> <li>• Bridge construction has been confirmed as starting in January 2022, with completion due approximately March 2022</li> </ul>
P 021	High	Initiation	<b>Youth Hub</b>	Q1 2022	G	↔	To design and construct a Youth Hub on a site adjacent to the Skatepark in QEII Park at 1 Dixon Street.	G	G	G	G	G	<ul style="list-style-type: none"> <li>• Podular submitted a detailed design, which was approved by Council pending some queries regarding materials</li> <li>• A Resource Consent report has been drafted</li> </ul>

<b>To:</b>	Council
<b>From:</b>	Mayor Lyn Patterson
<b>Date</b>	27 October 2021
<b>Recommendation:</b>	
That Council receives the information in the Mayors Report (Report 206/21).	

### Purpose

To provide an information update to members.

### Meetings, Appointments, Events and Activities: Mid September - October

*Excludes meetings with CEO, staff, Councillors, Council and committee meetings and Workshops*

- Wellington Regional Leadership Committee - Workshop
- Trust and Council Forum
- Opening Sup Brewery
- Wairarapa Shared Services
- Three Mayors Meetings (2)
- Education Meeting Rangitāne (1)
- Wairarapa Committee meeting and workshop
- LGNZ/Mayors/CE's Three Waters Update Zoom (4)
- Meeting Minister Wood & MP (Zoom)
- Meeting - Developers (2)
- DHB with three Mayors meeting
- Age Concern Judging Senior Awards
- Meeting WMSST (2)
- Wairarapa Leaders Social Wellbeing
- WEDS Governance Meeting
- Wairarapa Regional Skills Leadership meeting
- Shelter Masterton Meeting
- Super Saturday – visits to Vax centres
- Mayoral Forum – Upper Hutt
- Meeting Riversdale Golf Club
- Meeting WellingtonNZ
- Millennium Reserve Farewell Volunteer
- RSA Armistice Day
- Wairarapa Community Centre AGM
- Rangitāne TMRT
- Launch Five Towns Cycle Trail

#### 1. Waka Kotahi/NZTA

The announcement by Transport Minister Michael Wood that the Masterton to Carterton SH2 safety improvements had been given the green light was welcome news. Of note for Masterton was the go ahead for the construction of the Ngaumutawa Road/SH2 roundabout. I acknowledge the work of the previous Mayor Garry Daniell who was involved when the first designs were completed in 2010.

Waka Kotahi is currently undertaking technical assessments on speed management on SH2 Masterton to Pahiatua as well as SH2 Ngauranga to Featherston.



## **2. Wellington Regional Leadership Committee**

A regional housing workshop was held in Lower Hutt on the 11 October to discuss the opportunities available to address the housing needs across the region. The regional housing approach and action plan is a priority project for the region. It was a very worthwhile exercise as there are very different issues across the region in regard to barriers to affordable housing, rising house and rental prices and a lack of housing choice.

Chair Tracey Martin led the discussions and we worked through and prioritised 34 opportunities. From the workshop, an issues and opportunities paper will be presented to the Committee, with the next scheduled meeting to be held in November.

## **3. Wairarapa Economic Development Strategy (WEDS) Governance Group**

This was the first meeting since Henley Hutchings were engaged to undertake the refresh of the WEDS, an agreed set of priorities and an action plan for implementation. Geoff Henley will be engaging with Iwi and stakeholders through the process with the report due for completion February 2022.

Cliff Fuller, senior advisor for Wairarapa from Kānoa – Regional Economic Development & Investment Unit presented on the Regional Strategic Partnership fund (RSPF). The RSPF provides \$200m as seed funding to support improving the economic prospects for regional economies and any funding decisions will be based on regional priorities.

WellingtonNZ is currently working on an economic development plan for Greater Wellington which is to be completed by May 2022. Wairarapa identified priorities will be included in the Greater Wellington plan.

## **4. Three Waters**

We have provided our feedback to central government and now we all wait for their announcement on the way forward.

LGNZ, Mayors and CE's have been having regular zoom meetings to discuss the concerns and issues that Councils across NZ have. There is such a diverse range of views on the Three Waters reforms across the local government sector and a strong suggestion that all the reforms – Three Waters, RMA and Future For Local Government should have been better co-ordinated.

## **5. Covid-19 Vaccinations**

I visited the Masterton Vaccination Clinic, Departmental Buildings and the Mega Mitre 10 Pop up clinic on Super Saturday 16 October. There was a good turnout of people getting their first and second doses. Thank you to Councillors Frazer Mailman, Gary Caffell, Sandy Ryan and Chris Petersen for attending the phone bank to inform members of our community about Super Saturday.

I acknowledge our Wairarapa DHB staff and all those involved in the vaccination centres who are working extremely hard to get our 12+ population vaccinated. Mobile clinics will vaccinate people in their own homes in an attempt to reduce barriers people may have in physically attending vaccination centres.