

MASTERTON DISTRICT COUNCIL

COUNCIL AGENDA

WEDNESDAY 30 JUNE 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 on Wednesday 30 June 2021 at 3.00pm at Waiata House, 27 Lincoln Rd, Masterton.

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

25 June 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:

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

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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 12 May 2021
 - Minutes of the Emergency Council meeting held with the public excluded on 16 June 2021
 - Report of the Audit and Risk Committee meeting held with the public excluded on 12 May 2021
7. **Confirmation of Minutes of the Council meeting held on 12 May 2021 (089/21)**
Pages 101-107
8. **Confirmation of Minutes of the Extraordinary Council meeting held on 20 May 2021 (097/21)**
Pages 101-105
9. **Confirmation of Minutes of the Council meeting held on 2 June 2021 (109/21)**
Pages 101-118
10. **Confirmation of Minutes of the Emergency Council meeting held on 16 June 2021 (116/21)**
Pages 101-102
11. **Report of the Audit and Risk Committee meeting held on 12 May 2021 (090/21)**
Pages 401-407
12. **Report of the Infrastructure and Services Committee meeting held on 9 June 2021 (113/21)**
Pages 301-302

FOR DECISION

13. **ADOPTION OF THE 2021-31 LONG-TERM PLAN (115/21)** Pages 121-129
14. **RATES RESOLUTION 2020-21 (119/21)** Pages 130-138
15. **2021 LOCAL GOVERNMENT NEW ZEALAND ANNUAL GENERAL MEETING: REMITS (117/21)** Pages 139-214

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FOR INFORMATION

16. **DOCUMENTS EXECUTED UNDER SEAL** (118/21)

Pages 215

17. **CHIEF EXECUTIVE'S REPORT** (125/21)

Pages 216-233

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MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED **COUNCIL MEETING – WEDNESDAY 30 JUNE 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

18. Minutes of the Council meeting held with the public excluded on 12 May 2021
19. Minutes of the Emergency Council meeting held with the public excluded on 16 June 2021
20. Report of the Audit and Risk Committee meeting held with the public excluded on 12 May 2021

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 12 May 2021	Refer to pages 112-113	Refer to pages 112-113
Confirmation of minutes of the Emergency Council meeting held with the public excluded on 16 June 2021	Refer to pages 101-102	Refer to pages 101-102
Confirmation of the report of the Audit and Risk Committee meeting held with the public excluded on 12 May 2021	Refer to page 406-407	Refer to page 406-407

**MINUTES OF THE MEETING OF THE MASTERTON DISTRICT COUNCIL HELD AT
WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON, ON WEDNESDAY 12 MAY 2021
AT 3.00PM**

PRESENT

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

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Assets and Operations, Manager Strategic Planning, Acting Manager Community Facilities and Activities, Acting Communications and Marketing Manager, Project Manager, Policy Manager, Governance Advisor, and one media representative.

KARAKIA

Her Worship led the karakia.

CONFLICTS OF INTEREST

In relation to the Wairarapa Water Resilience Strategy agenda item the Mayor declared that she had been Council's representative on the Water Resilience Group, Councillor Peterson declared that he was a member of the Wairarapa Water Resilience Group but not as a Councillor and Ra Smith declared he was an iwi representative on the Wairarapa Water Resilience Group.

In relation to the agenda item on the Aviation Centre Memorandum of Agreement Councillor Nixon declared an interest as her partner is the Aerodrome Manager and leases land for a hangar at the Aerodrome.

APOLOGIES

Moved Mayor Patterson

That the apologies received from Councillor Frazer Mailman for non-attendance be received.

Seconded by Councillor G Caffell and CARRIED

PUBLIC FORUM

- Jenna Matchett from the Masterton Foodbank spoke about the work the Foodbank did.

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

There were no late items.

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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 31 March 2021
- Minutes of the Extraordinary Council meeting held with the public excluded on 14 April 2021
- Sale of Property
- Property Acquisition

Moved by Councillor C Peterson

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 G McClymont and CARRIED

CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD ON 31 MARCH 2021 (050/21)

Moved by Councillor G Caffell

That the minutes of the meeting of the Masterton District Council held on 31 March 2021 be confirmed.

Seconded by Councillor B Gare and CARRIED

CONFIRMATION OF MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 14 APRIL 2021 (057/21)

Moved by Councillor B Johnson

That the minutes of the extraordinary meeting of the Masterton District Council held on 14 April 2021 be confirmed.

Seconded by Councillor T Nixon and CARRIED

REPORT OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD ON 28 APRIL 2021 (062/21)

The report of the Infrastructure and Services Committee meeting held on 28 April was taken as read. The following items had been considered

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

Moved by Councillor B Johnson

That the Report of the Infrastructure and Services Committee meeting held on 28 April (062/21) including the following resolutions be confirmed:

COMMUNITY FACILITIES AND ACTIVITIES INFRASTRUCTURE AND SERVICES UPDATE (058/21)

That the Infrastructure and Services Committee notes the contents of Report 058/21.

INFRASTRUCTURE UPDATE (059/21)

That the Infrastructure and Services Committee notes the information contained in Report 059/21.

STRATEGIC PLANNING INFRASTRUCTURE AND SERVICES UPDATE (060/21)

That the Infrastructure and Services Committee notes the contents of Report 060/21

Seconded by Councillor D Holmes and CARRIED

As the Chair of the Wairarapa Water Resilience Group and Geoff Henley were in attendance the item on the Wairarapa Water Resilience Strategy was brought forward.

WATER RESILIENCE STRATEGY (072/21)

The Chair of the Wairarapa Water Resilience Strategy Group, Dame Margaret Bazley, introduced the Wairarapa Water Resilience Strategy supported by a presentation by Geoff Henley. Also in attendance were group members Marama Tuuta and Jo Hayes.

The Mayor acknowledged and thanked Dame Margaret, the Water Resilience Group and the iwi partners for the work undertaken in completing the strategy.

Moved Mayor Lyn Patterson

That Council receives the Wairarapa Water Resilience Strategy (Attachment 1 to Report 072/21).

Seconded Councillor D Holmes and CARRIED

COMMUNITY WELLBEING GRANT AND EVENTS FUND (073/21)

The report providing council with an update on last year's grant funding process and recommending a change to how the Community Wellbeing Grant and Community Events Fund are managed was taken as read.

Members discussed the proposed delegation to staff. Clarification on the process was sought and whether, if staff had decided to decline an application, the Committee would have the opportunity to review it. It was noted that referring declined applications to the Committee would defeat the purpose of having a delegation to staff. If an application had been declined by staff the applicant could resubmit with additional information if needed.

As there were varying views on the recommendation, it was taken in parts, with (i), (ii) and (iv) taken first, then (iii).

Moved by Mayor L Patterson

That Council:

- (i) agrees to move back to one round per year for the Community Wellbeing Grant, opening 1 July and closing 31 July;**

- (ii) **agrees to move back to one closed round per year for the Community Events Fund, opening 1 July and closing 31 July;**
- (iv) **requests staff investigate grant management platforms.**

Seconded by Councillor B Johnson and CARRIED

Moved Councillor T Nixon

That Council:

- (iii) **agrees to increase the staff delegation to assess applications \$6,000 and under for the Community Wellbeing Grant;**

Seconded Councillor B Johnson and CARRIED

Councillor Peterson abstained from voting.

CIVIC AND YOUTH AWARDS – NOMINATION PROCESS (082/21)

The report seeking approval for a change in the Civic and Youth Awards nomination process was taken as read.

Moved Councillor G Caffell

That Council approves the recommended Option 1, involving changes to the Civic and Youth Awards Nomination process (to include follow up conversations and/or information gathering from nominators with council staff).

Seconded Councillor B Gare and CARRIED

HOOD AVIATION CENTRE – MEMORANDUM OF AGREEMENT (079/21)

The report seeking Council approval to not extend the Memorandum of Agreement with the Wairarapa Vintage Aviation Hub was taken as read.

Councillor Nixon advised that she had sought advice in relation to her declaration of interest re Hood Aerodrome and had been advised that she could stay in the room and ask questions but not take part in any deliberation on the recommendations.

In response to a question, staff advised that they had discussed the matter with the Trust.

Moved Councillor G McClymont

That Council:

- i. **Agrees not to the extend the Memorandum of Agreement (MoA) with the Wairarapa Vintage Aviation Hub Community Trust (the Trust).**
- ii. **Agrees to provide a provision for a future position on the aerodrome, which is to be determined by the master plan, for either the Aviation centre or a future attraction so as not to constrain the Hood Aerodrome Infrastructure planning process.**
- iii **Agrees to delegate authority to the Chief Executive to draft and sign a new MoA with the trust allowing space for an attraction determined by the master plan.**

Seconded Councillor B Gare and CARRIED

SISTER CITIES CONFERENCE – REPORT BACK (063/21)

The report from Councillor Mailman reporting back on the Sister Cities Conference held in Wellington on 15 and 16 April was taken as read.

In relation to the sister city relationships, a request was made to look at expanding Council's relationships to give less well-off communities help, for example in the climate change area, in addition to the business and economic development opportunities the current relationships brought.

Moved Councillor B Gare

That Council receives the information in Report 063/21.

Seconded Councillor S Ryan and CARRIED

CHIEF EXECUTIVE'S REPORT (084/21)

The Chief Executive presented the report providing Council with an update on Council operations and changes in the national and regional context since the last report to Council in March.

In response to a question about the COVID related sport funding applications it was advised that staff would follow up with Sport Wellington and report back.

In relation to the playground standards, a request was made for council to investigate a remit to LGNZ to look at making the standards more practical as other councils must be faced with the same problem Masterton had had with equipment not up to standard. Staff advised that the remit process for the current LGNZ AGM had closed so that wouldn't be possible this year.

The Mayor congratulated the Chief Executive on her election to the Executive Committee of Taituarā (the national membership organisation for local government professionals).

Moved by Mayor L Patterson

That Council notes the information contained in the Chief Executive's report 084/21.

Seconded by Councillor S Ryan and CARRIED

MAYOR'S REPORT (081/21)

The Mayor presented her report and thanked staff and elected members for their involvement in the LTP engagement sessions.

Moved Mayor L Patterson

That Council receives Report 081/21.

Seconded Councillor B Johnson and CARRIED

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MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED COUNCIL MEETING – WEDNESDAY 12 MAY 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

17. Minutes of the Council meeting held with the public excluded on 31 March 2021
18. Minutes of the Extraordinary Council meeting held with the public excluded on 14 April 2021

General Business

19. Sale of Property
20. Property 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 31 March 2021	Refer to pages 112-113	Refer to pages 112-113
Confirmation of the minutes of the Extraordinary Council meeting held with the public excluded on 14 April 2021	Refer to page 102	Refer to page 102

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

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SECONDED BY Council B Gare and CARRIED

The meeting moved into public excluded at 4.41pm

The meeting moved out of public excluded at 5.33pm

The meeting closed at 5.33pm

unconfirmed

Confirmed at the Meeting of the
Council held on 30 June 2021

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**MINUTES OF THE EXTRAORDINARY MEETING OF THE MASTERTON DISTRICT
COUNCIL HELD AT WAIATA HOUSE, LINCOLN ROAD, MASTERTON ON WEDNESDAY
20 MAY 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 Sandy Ryan and iwi representatives Tiraumaera Te Tau and Ra Smith.

IN ATTENDANCE

Chief Executive, Manager Assets and Operations, Manager Strategic Planning, Manager Finance, Acting Manager Community Facilities and Activities, Acting Communications and Marketing Manager, Senior Advisor Strategy and Compliance and Governance Advisor, two media representatives and around 40 members of the public.

CONFLICTS OF INTEREST

Councillor Gare declared in relation to the agenda item on the 'I Can't Wait' Campaign that his son suffers from Crohn's Disease.

APOLOGIES

No apologies were received.

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

There were no late items.

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

There were no items to be considered under Section 48(1)(A).

PUBLIC FORUM

Amber Craig (Rangitāne o Wairarapa), Jo Hayes (Rangitāne Tū Mai Rā Trust) and Nelson Rangi spoke in support of Māori Wards.

ESTABLISHMENT OF MĀORI WARDS

The report seeking Council approval for the establishment of Māori wards for the Masterton District was presented by the Chief Executive.

In recognition of the importance of the decision, Her Worship stood to speak in support of the recommendation.

Those who spoke in support of the recommendation noted that it was an historic day for iwi; that community education was important as most didn't understand the ramifications of having a Māori ward or would be uncomfortable with the decision; that the strength of candidates and getting people voting was important; that every iwi would have their own view on the matter, as some iwi in other parts of the country had decided not to support Māori wards in their areas; that the member elected would need support; that members who didn't support the initial iwi appointments had come to see the value in having the current appointed iwi representatives; and that it was time to take the next step which would hopefully lead to the point one day where there was equality.

Moved Mayor L Patterson

That Council:

- a) **Receives the Māori Wards Report (092/21); and**
- b) **Approves the establishment of Māori Wards for the 2022 local government elections.**

Seconded by Councillor G McClymont and CARRIED

The meeting adjourned at 3.50pm and reconvened at 4.04pm

All members were present when the meeting reconvened.

EXPRESSIONS OF INTEREST IN TRACTOR

The report seeking a decision from Council on whether to accept the proposal from Friends of the Park to refurbish the tractor and bulldozer removed from QE Park last year was taken as read.

Moved Councillor B Johnson

That Council:

- a. **Notes that one Expression of Interest (from Friends of the Park) to take the tractor and bulldozer equipment for refurbishment was received**
- b. **Notes that the Expression of Interest from Friends of the Park states that all labour will be voluntary and that all material being used on the repairs will be initially donated to the project but that Friends of the Park intend to reimburse the donors, if required, proportionately upon completion of the project up to \$10,000**
- c. **Notes that the worksite for the refurbishment is within the Masterton District**
- d. **Accepts the Expression of Interest from Friends of the Park to take the tractor and bulldozer equipment to refurbish it**
- e. **Agrees to transfer possession and ownership of the tractor and bulldozer until such time that the bulldozer and tractor have passed an audit to confirm compliance with the relevant NZ Standard for playground safety and are returned to council owned land, where upon ownership will revert in Council.**
- f. **Agrees that all work undertaken by Friends of the Park or their employees, contractors or volunteers while the tractor and bulldozer is in their ownership or possession on their site is done at their risk and is not as a contractor or volunteer to the Council**

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- g. Agrees that Council will pay for one audit to confirm compliance with the relevant NZ Standard for playground safety.
- h. Agrees that Council will pay for the transport of the tractor and bulldozer to a location within the Masterton District and the return of the tractor and bulldozer from that location to Council land if the audit of the work on tractor and bulldozer confirms compliance with the relevant NZ Standard for playground safety
- i. Delegates to the Chief Executive to pay money to the Friends of the Park to complete the refurbishment of the tractor and bulldozer up to a maximum of \$10,000 (exclusive of the cost of the audit and transport provided for in f and g above) for the following expenses:
 - i. advice to Friends of the Park from the auditor to enable achievement of the relevant NZ Standard for playground safety upon production of invoices for that advice from the auditor
 - ii. materials upon production of a report from Friends of the Park that confirms the requirement by the donor for reimbursement for the materials “donated” and the cost of those materials
 - iii. other services or costs incurred by Friends of the Park upon the production of invoices.

Seconded by Councillor Holmes and CARRIED

TRAFFIC BYLAW

The report seeking Council adoption of proposed temporary amendments to the Wairarapa Consolidated Bylaw, part 10: Traffic Bylaw Schedule, to provide parking in the Departmental Building Carpark for those receiving COVID-19 vaccinations was taken as read.

Some members were of the view that too many carparks were being designated and that would impact on those who currently used the carpark while others thought that the designation was only temporary and that Council should support the DHB in rolling out the COVID-19 vaccine to those who needed it.

Moved Mayor L Patterson

That Council adopts temporary amendments to Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedule (Traffic Bylaw Schedules) as specified below:

- **Addition of Schedule 2Q: Temporary restriction on use of council owned car parking spaces at the Library and the former Departmental Building carpark.**

Schedule 2Q: Temporary restriction on use of parking spaces

Location	Description	Parking restriction	Date of Restriction
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Library and the former Departmental Building (Car park)	31 parking spaces as per signage. The car park situated on • Pt. 76 Town of Masterton (Library and former Departmental Building Carpark)	Allocated to the COVID-19 vaccination clinic visitors.	21 May 2021 – 31 March 2022
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Seconded Councillor F Mailman and CARRIED

Item 11 was taken before Item 10

SUPPORT FOR THE I CANT WAIT CAMPAIGN (096/21)

The report seeking Council support for the I Can't Wait campaign was taken as read.

Moved by Councillor Holmes

That Council:

- a. **Agrees to support the I Can't Wait Campaign described in Report 096/21 and use its networks to promote campaign**
- b. **Requests staff to promote the I Can't Wait Campaign to local Masterton businesses and liaise further with Business Wairarapa (as part of our contract for service with them) on promoting the I Can't Wait Campaign to their members and local businesses**
- c. **Requests staff to review access to non-public toilets at Council offices and sites (that are open to the public) with a view to granting toilet access to those with medical conditions who may need one urgently.**

Seconded by Councillor Nixon and CARRIED

ADOPTION OF DOG REGISTRATION AND ASSOCIATED FEES 2021/2022 (095/21)

The report seeking approval of the Dog Registration and associated fees for Council's Animal Control Facility was taken as read.

Members discussed the proposed fees with most of the view that the increase was too high and that Option 2 in the report (to increase the contribution from rates) should be approved. Members proposed 80% from fees and 20% from rates (as opposed to the 85% user fee contribution proposed). Those who didn't support the motion supported a higher percentage to be funded by rates as there were a lot of older dog owners and a rise in cost would impact on them.

Moved Councillor B Johnson

That Council:

- i. **receives the 'Dog Registration and Associated Fees 2021/22' report (Report 095/21);**
- ii. **agrees to adopt the Dog Registration Fees and associated Animal Services activity fees, for 2021/22 as specified in Attachment 4 to Report 095/21 but**

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recalculated to 20% of the cost of the service funded by rates and acknowledges that the change in funding is inconsistent with the current Revenue and Financing Policy and that that will be addressed in the Revenue and Financing Policy review taking place in 2021/2022.

Seconded Councillor F Mailman and CARRIED

The meeting closed at 4.29pm

Confirmed at the Meeting of the
Council held on 30 June 2021

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unconfirmed

**MINUTES OF THE MEETING OF THE MASTERTON DISTRICT COUNCIL HELD AT
WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON, ON WEDNESDAY 2 JUNE 2021
AT 9.30AM**

PRESENT

Mayor Lyn Patterson (Chair), Councillors G Caffell, B Gare, D Holmes, B Johnson, G McClymont, T Nelson, T Nixon, C Peterson and S Ryan and iwi representatives Ra Smith (from 9.36am) and Tiraumaera Te Tau (from 10.30am).

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Assets and Operations, Manager Strategic Planning, Acting Manager Community Facilities and Activities, Acting Communications and Marketing Manager, Project Delivery & Assets Manager, Policy Manager, Corporate Planner, Governance Advisor, one media representative and ten members of the public.

KARAKIA

Her Worship led the karakia.

CONFLICTS OF INTEREST

In relation to agenda item 11 Funding Request Submissions, Councillor Gare declared he was the Council appointment on the Cobblestones Board and Councillor Peterson declared he was a member of Waiwaste and was a trustee on the Pasifika O Wairarapa board.

APOLOGIES

Moved Mayor Lyn Patterson

That the apology from Tiraumaera Te Tau for lateness be received.

Seconded Councillor B Johnson and CARRIED

**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:

- **Commissioner Appointments: Hearing for Resource Consents RM210037 and RM210040**

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

Moved by Councillor Peterson **that in terms of section 46A(7) of the Local Government Official Information and Meetings Act 1987 the items be dealt with at this meeting.**

Seconded by Councillor Nixon and CARRIED.

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

There were no items

CONFIRMATION OF MINUTES OF THE LONG TERM PLAN HEARINGS HELD ON 19 AND 20 MAY 2021 (098/21)

Moved by Councillor G Caffell

That the minutes of the meeting of the Masterton District Council held on 19 and 20 May 2021 be confirmed.

Seconded by Councillor B Gare and CARRIED

DECISION

2021-31 LONG TERM PLAN DELIBERATIONS – OVERVIEW (099/21)

The report providing Council with an overview of the Long Term Plan (LTP) process and a summary of consultation undertaken was presented by the Chief Executive who advised members that the timetable for adoption of the Long Term Plan meant that decisions on the items in the agenda needed to be made today.

(Ra Smith joined the meeting at 9.36am)

The Chief Executive advised that after the agenda had been produced Waka Kotahi had advised that the subsidy available for the roading programme had been reduced and that, as a result, the assumptions and financial forecasts in the LTP would need to be updated. Council would also need to find alternative sources of funding if the level of service proposed in the LTP was to be maintained. The reduction in funding had been across all councils in the country.

The staff recommendation was to fund the gap through debt to maintain the level of service the community expected. This approach would avoid the need for Council to catch up on necessary work in the future, Council would be able to achieve what it said it would, the borrowing would still be within Council's debt limit and wouldn't be a huge impact on ratepayers. It was sustainable to spread the load through debt as users of the road network in the future, who would benefit from the work done, would contribute to paying for it, and, if additional funding became available in the future, Council would be in a position to apply for that.

An additional resolution would be proposed as part of agenda item 14. Long Term Plan Deliberations – Financial Impacts and Budgets (106/21).

Members also discussed the submission process and concern was expressed by some about how the online submission platform had performed.

Moved by Councillor Ryan

That Council receives Report 099/21 '2021-31 Long Term Plan Deliberations – Overview'

Seconded by Councillor Johnson and CARRIED

LONG TERM PLAN DELIBERATIONS – MORE HOUSING FOR SENIORS (100/21)

The report providing additional information for Council to take into consideration when deliberating on 'More Housing for Seniors' submissions, providing a summary of submitters' feedback from submissions and at the hearings and seeking a decision from Council regarding the More Housing for Seniors proposal for the 2021-31 Long Term Plan was taken as read.

Members noted that things had changed since the consultation had taken place with new funding available. Staff advised that infrastructure funding was available to enable development however it was not yet clear whether any development at Panama would be eligible, but that if it was, that would make the land more attractive for a potential partner.

The recommendations were discussed. Some members thought that the recommendations didn't go far enough as although senior housing was a priority, younger people were also struggling and both should be accommodated, and that Council should build more senior housing units immediately but also look at options for affordable housing on the remaining land at Panama. An alternative motion, for Council to adopt the preferred option, as described in the Consultation Document, was put.

Moved by Councillor C Peterson

That Council adopts the preferred option for the More Housing for Seniors proposal in the Long Term Plan 2021-31 Consultation Document to build 25 pensioner units (15 x 1 bedroom units and 10 x 2 bedroom units) on the vacant land at Panama for a budget of \$7.5m loan funded and that these are built by 2023.

Seconded by Councillor S Ryan and LOST

(Tiraumaera Te Tau joined the meeting at 10.30am)

Moved by Councillor B Johnson

That Council:

- i. Adopts the alternative option for the More Housing for Seniors proposal in the Long Term Plan 2021-31 Consultation Document of Council offering the land and someone else builds more public housing; and**
- ii. Progresses work to make the vacant land at Panama Village available for more public housing; and**
- iii. Works 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 at the vacant land at Panama Village**

Seconded by Councillor D Holmes and CARRIED

A request was made for staff to undertake a review of the criteria for Council's pensioner housing over the next 12 months.

LONG TERM PLAN DELIBERATIONS – CIVIC FACILITY (101/21)

The report presenting Council with a summary of submitters' feedback on the Civic Facility proposal in the Long Term Plan Consultation Document, providing new information received that Council should take into consideration when contemplating submissions; and seeking a decision from Council regarding the Civic Facility for the 2021-31 Long Term Plan was taken as read.

Members spoke to the motion. Those in support of the recommendation thought that it was time for Council to step up, show leadership and, in addition to listening to the community, whose views varied, to be a voice for future generations; the future would be focused on wellbeing and a civic facility would contribute to that; the proposal was a once in a lifetime chance to build something vibrant and visionary in partnership with iwi for the whole community; there was little difference between the cost of a separate library and archive and a separate civic facility or combining the two in one place; Masterton was growing and changing in a positive way and Council should take the opportunity to get its facilities under one roof; feedback from the younger demographic who hadn't formally submitted had been in support of the preferred option; and that the proposal was an opportunity to build something that reflected the whole community and would make a statement about who we are as a community.

Those who spoke against the motion didn't agree with either of the alternatives in the consultation document. Views expressed included that the community couldn't afford the \$30m involved in the proposed civic facility; that Council should use its current facilities and not build new; a less expensive option based on the current town hall site should be considered; the library should stay on its current site, expand onto the adjoining site and be made a priority; the world was changing with climate change the real issue with COVID-19 and the economy under that; building a strong inclusive community in the future would be around things like the living wage rather than a civic facility or revamp project; the lack of clarity around the proposed location for the site hadn't given the community the ability to provide proper feedback; and the feedback in submissions, on social media and letters to the editor had been against the proposal.

Moved by Mayor L Patterson

That Council:

- i. **Proceed with the preferred option as detailed in the Long-Term Plan consultation document: Build the facility with external funding, using \$26.8m from loan funds and a remaining \$4m from external sources, broken down as:**
 - \$4.9m in LTP Y1
 - \$10.2m in LTP Y2
 - \$9.5m in LTP Y3
 - \$5.1m in LTP Y4
 - \$1.1m in LTP Y5

- ii. **Requests Council officers progress the necessary work required to raise the external capital contribution (\$4 million) including but not limited to, external**

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funding applications, grants and trusts, partnership arrangements and philanthropic investment and in-kind donations. This work stream will run in parallel to land acquisition and design process so as to limit the impact on project deliverables

- iii. **Agrees to immediate relocation of the archives to a more suitable temporary location with work to be completed in Y1 of the LTP and provides a budget of \$1.1m in Year 1 of the LTP for this, noting that some of these costs e.g., shelving, will be re-couped in the fit out of a new facility.**

Seconded by Councillor McClymont and CARRIED

A division was called

FOR	AGAINST
Mayor L Patterson	Councillor B Johnson
Councillor B Gare	Councillor T Nelson
Councillor T Nixon	Councillor D Holmes
Councillor F Mailman	Councillor G Caffell
Councillor G McClymont	Councillor C Peterson
Councillor S Ryan	

The meeting adjourned at 11.23am and reconvened at 11.37am

All members were present when the meeting reconvened.

LONG TERM PLAN DELIBERATIONS – MASTERTON REVAMP PROJECT (102/21)

The report presenting Council with a summary of submitters' feedback on the Masterton Revamp proposal and options included in the 2021-31 Long Term Plan Consultation Document; providing new information received that Council should take into consideration when contemplating submissions; and seeking a decision from Council regarding the Masterton Revamp for the 2021-31 Long Term Plan was presented by the Manager Assets and Operations.

In response to a question about the impact of the reduction in the Waka Kotahi subsidy on the project, it was advised that alternative funding would be needed for the Waka Kotahi portion. It was also noted that the whole programme of work did not depend on the subsidy, it was also about designing a town centre where people wanted to be and be safe and where mobility issues could be addressed. There was alternative external funding for those things that would be pursued.

The work that needed to be done in the next four-five years, in addition to road resealing, included water and sewer renewals, replacement of the street furniture which was coming to the end of its life, and the pavers and crossing points, which were already causing issues and where Council had approved an interim solution in the past on the basis that the town centre was being revamped. There had been a process of community and business engagement

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on the vision for the CBD over a number of years and the programme had been designed to make it attractive to a contractor and to align the work to minimise disruption.

Members discussed the recommendations. Most members thought that the community couldn't afford to undertake both the Civic Facility project and the Town Centre Revamp at the same time, some raised the uncertainty around retail and what a CBD might look like in the future; that there had been no carbon assessment or carbon budget done on the project; some noted that most of the project involved core infrastructure which Council needed to do regardless; that any reduction in rates from reducing the project scope would not be large; and that the town centre was ok as it was provided the business as usual things continued.

Staff advised that an alternative option might be to delay the start of the project and do it over a longer time, which would address some of the concerns raised and enable Council to still achieve the vision outlined for the town centre.

Moved by Councillor G McClymont

That Council:

- i. **proceed with the preferred option as detailed in the Long-Term Plan consultation document: Full Masterton Revamp over 10 years (\$35.4m) using \$27.3m from loan funds, \$4.3m from depreciation reserves and \$3.7m from Waka Kotahi subsidies, broken down as:**
 - \$4.9m in LTP Y1
 - \$3.6m in LTP Y2
 - \$5.2m in LTP Y3
 - \$5.1m in LTP Y4
 - \$4.1m in LTP Y5
 - \$4.6m in LTP Y6
 - \$4.7m in LTP Y7
 - \$2.3m in LTP Y8
 - \$0.4m in LTP Y9
 - \$0.5m in LTP Y10
- ii. **Requests Council officers explore all opportunities for external capital contribution to try and achieve project cost savings including but not limited to, Waka Kotahi subsidies and other central agencies funding sources, and actively seeks design, procurement, and construction methodology efficiencies to deliver value for money.**
- iii. **Agrees to take a programme procurement approach with early contractor involvement to the delivery of the Masterton Revamp and requests that Council officers approach the market for a construction partner immediately following the adoption of the LTP so as to limit the impact on project deliverables.**

- iv. **Allocates an additional \$80,000 to further investigate CBD car parking including but not limited to a parking demand survey and stocktake of needs, including consideration of mobility resulting in the development of a Parking Strategy.**

Seconded by Councillor T Nixon and LOST

Moved Councillor G Caffell

That Council defers the revamp of the Masterton Town Centre for three years

Seconded by Councillor B Johnson

The matter was left to lie on the table so staff could clarify the impact of deferring the revamp for three years and report back with updated budgets for the options of deferring the preferred and the alternative options for three years, to enable elected members to make an informed decision.

The matter was brought back to the table at 3.50pm following the late item Commissioner Appointments: Hearing for Resource Consents RM210037 and RM210040 (Report 108/21).

Staff reported back on both options, noting that delaying by three years would increase the total cost of the full programme by 3.8% and the partial revamp by 2.2%. There was also provision needed to do some work in the first three years of the Long Term Plan and that if the work was to start in Year 4, procurement would commence in Year 3. The revised figures also allowed for Waka Kotahi subsidy from year 4.

Councillor Caffell withdrew his previous motion.

Moved Councillor B Johnson

That Council:

- i. **proceeds with the preferred option as detailed in the Long-Term Plan consultation document: Full Masterton Revamp over 13 years (\$37.8 m) funded from loans, depreciation reserves, Waka Kotahi subsidies and other external funding, broken down as:**
 - \$4.3m in LTP Y4
 - \$3.8m in LTP Y5
 - \$ 5.6m in LTP Y6
 - \$ 5.5m in LTP Y7
 - \$ 4.4m in LTP Y8
 - \$4.9m in LTP Y9
 - \$ 5.1m in LTP Y10
 - \$ 2.4m in LTP Y11
 - \$ 0.5m in LTP Y12
 - \$0.5m in LTP Y13
- ii. **agrees to include provision for landscaping the northern entrance and the Kuripuni roundabout, increased maintenance for CBD pavements, and placemaking in the first three years of the Long Term Plan:**

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- Y1 \$450,000
 - Y2 \$350,00
 - Y3 \$100,000
- iii. requests Council officers explore all opportunities for external capital contribution to try and achieve project cost savings including but not limited to, Waka Kotahi subsidies and other central agencies funding sources, and actively seeks design, procurement, and construction methodology efficiencies to deliver value for money.
- iv. agrees to take a programme procurement approach with early contractor involvement to the delivery of the Masterton Revamp and requests that Council officers approach the market for a construction partner following the adoption of the Long Term Plan so as to limit the impact on project deliverables.
- v. allocates an additional \$80,000 to further investigate CBD car parking including but not limited to a parking demand survey and stocktake of needs, including consideration of mobility resulting in the development of a Parking Strategy.
- vi. notes that
- the community expectations for this project will need to be managed given the length of time this Revamp has been discussed
 - that the Council may advance the programme if external funding is obtained
 - the programme will be reviewed in the 2024-2034 Long Term Plan
 - there is an increased risk of emergency works being required in the CBD with deferral of the programme

Seconded Councillor G Caffell and CARRIED

A request was made for some key messages to be developed to explain the decision to defer the project: Council had lost the Waka Kotahi subsidy for the project; Council was committed to the revitalisation but did not want to undertake the Revamp at the same time as the Civic Facility; that deferring enabled Council to remain nimble to take account of any global changes and to make the most of any future opportunities for funding from external sources.

Car parking and the feedback that had been received to date was discussed, and it was noted that the Parking Strategy referred to in the resolution would be undertaken in Year 1.

LONG TERM PLAN DELIBERATIONS – FUNDING REQUEST SUBMISSIONS (103/21)

The report presenting Council with a summary of submitters' funding requests received as part of consultation on the Long Term Plan and seeking a decision from Council regarding the Funding Request Submissions for the Plan was taken as read.

Each recommendation for funding was taken separately.

Moved Councillor Caffell

Wairarapa Community Centre Trust - \$40,000 p.a. for Years 1-3

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Seconded Councillor F Mailman and LOST

Members wanted to support the Community Centre but did not want to fund building maintenance.

Moved by Councillor Johnson

a. Wairarapa Community Centre Trust - \$25,000 p.a. for Years 1-3 for funding to go towards community coordination of the Community Centre

Seconded Councillor Nelson and CARRIED

Members discussed the alternative funding now available to the Food Bank and agreed to fund the Foodbank at the same level as had previously been provided.

Moved Councillor B Gare

b. Masterton Foodbank - \$20,000 p.a. for Years 1-3

Seconded Councillor B Johnson and CARRIED

Members agreed to fund the Riversdale Beach Surf Lifesaving Club for the full amount they had requested but wanted to make sure the funding would mean that, as the Club members had advised at the Long Term Plan Hearing, there would be a surf lifesaving presence at Castlepoint, and that existing safety and first aid programmes would be extended to provide resilience in the community.

Moved Councillor T Nelson

c. Riversdale Beach Surf Lifesaving Club - \$40,000 p.a. for Years 1-3 on the basis that there will be lifesaving provision at Castlepoint and to expand their existing first aid and safety programmes to provide community resilience.

Seconded Councillor T Nixon and CARRIED

Moved Councillor B Johnson

d. Enviroschools - \$29,160 p.a. for Years 1-3

Seconded Councillor S Ryan and CARRIED

Moved Councillor S Ryan

e. Waiwaste Food Rescue - \$20,000 p.a. for Years 1-3

Seconded Councillor T Nelson and CARRIED

Councillor Peterson did not take part in the discussion or vote in relation to the Waiwaste Food Rescue application due to his declared conflict of interest as a board member of the group.

In relation to the application from Life Flight Trust members agreed the full amount should be funded so an alternative to the report recommendation was put.

Moved Councillor B Gare

f. Life Flight Trust - \$17,500 p.a. for Years 1-3

Seconded Councillor S Ryan and CARRIED

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In relation to the application from Nuku Ora some members were of the view that funding for the Regional Facilities Advisor should not be included so an alternative to the report recommendation was put.

Moved Councillor B Johnson

Nuku Ora - \$25,000 p.a. for Years 1-3

Seconded Councillor T Nelson and LOST

Moved Councillor C Peterson

g. Nuku Ora - \$29,000 p.a. for Years 1-3

Seconded Councillor F Mailman and CARRIED

Moved Councillor Peterson

h. Fab Lab Masterton - \$20,000 p.a. for Years 1-3

Seconded Councillor Johnson and CARRIED

Moved Councillor B Gare

i. Wellington Free Ambulance \$25,557 p.a. for Years 1-3

Seconded Councillor D Holmes and CARRIED

In relation to the application from Digital Seniors members were of the view that the organisation should seek funding from commercial organisations like banks so an alternative to the report recommendation was put.

Moved Councillor F Mailman

j. Digital Seniors \$15,000 p.a. for Years 1-3

Seconded Councillor T Nixon and CARRIED

Moved Councillor T Nixon

k. Te Āwhina Community Hub \$20,000 p.a. for Years 1-3

Seconded Councillor T Nelson and CARRIED

Moved Councillor T Nixon

l. Cobblestone Museum \$3,500 p.a. for Years 1-3

Seconded Councillor F Mailman and CARRIED

Councillor Gare did not take part in the discussion or vote on the Cobblestone Museum application due to his declared conflict as the Council appointed member on the board.

Moved Councillor S Ryan

m. Pasifika O Wairarapa \$13,500 p.a. for Years 1-3

Seconded Councillor G Caffell and CARRIED

Councillor Peterson did not take part in the discussion or vote on the Pasifika O Wairarapa application due to his declared conflict as a trustee of that organisation.

Moved Councillor B Johnson

- iv. **declines the request for funding from New Zealand Memorial Museum Trust – Le Quesnoy for \$27,500 for Years 1-3; and**

Seconded Councillor B Gare and CARRIED

Moved Councillor B Johnson

- v. **approves funding to Wings Over Wairarapa of \$5,000 Year 1, \$15,000 Year 2 and \$5,000 Year 3 from the Events budget and notes that staff will meet with Wings Over Wairarapa to discuss a funding and other support agreement for the next 3 years; and**

Seconded Councillor B Gare and CARRIED

The meeting adjourned at 1.12pm and reconvened at 2.06pm

All members were present when the meeting reconvened.

Staff advised that the additional amount required in recommendation (vii) after the allocations made was \$31,057 and an amendment was made accordingly.

Moved Councillor D Holmes

That Council

- i. **receives the information in the Long Term Plan 2021-31 Deliberations Funding Request Submissions Report; and**
- iii. **notes that the funding above will be designated for the purposes as described in the applications and will be recorded in funding agreements with all organisations who are allocated funds through the Long Term Plan process;**
- vi. **reduces the provision for contestable community grants from \$90,000 to \$80,000 and events grants from \$90,000 to \$80,000; and**
- vii. **notes that grants approved in ii. above require an additional \$31,057 of rates funding, after the adjustments in vi. above.**

Seconded by Councillor F Mailman and CARRIED

RESOLVED

That Council:

- i. **receives the information in the Long Term Plan 2021-31 Deliberations Funding Request Submissions Report; and**
- ii. **approves and allocates funding as follows:**
 - a. **Wairarapa Community Centre Trust - \$25,000 p.a. for Years 1-3 for funding to go to community coordination of the Community Centre**
 - b. **Masterton Foodbank - \$20,000 p.a. for Years 1-3**

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- c. **Riversdale Beach Surf Lifesaving Club - \$40,000 p.a. for Years 1-3 on the basis that there will be lifesaving provision at Castlepoint and to expand their existing first aid and safety programmes to provide community resilience.**
 - d. **Enviroschools - \$29,160 p.a. for Years 1-3**
 - e. **Waiwaste Food Rescue - \$20,000 p.a. for Years 1-3**
 - f. **Life Flight Trust - \$17,500 p.a. for Years 1-3**
 - g. **Nuku Ora - \$29,000 p.a. for Years 1-3**
 - h. **Fab Lab Masterton - \$20,000 p.a. for Years 1-3**
 - i. **Wellington Free Ambulance \$25,557 p.a. for Years 1-3**
 - j. **Digital Seniors \$15,000 p.a. for Years 1-3**
 - k. **Te Āwhina Community Hub \$20,000 p.a. for Years 1-3**
 - l. **Cobblestone Museum \$3,500 p.a. for Years 1-3**
 - m. **Pasifika O Wairarapa \$13,500 p.a. for Years 1-3**
- iii. **notes that the funding above will be designated for the purposes as described in the applications and will be recorded in funding agreements with all organisations who are allocated funds through the Long Term Plan process; and**
 - iv. **declines the request for funding from New Zealand Memorial Museum Trust – Le Quesnoy for \$27,500 for Years 1-3; and**
 - v. **approves funding to Wings Over Wairarapa of \$5,000 Year 1, \$15,000 Year 2 and \$5,000 Year 3 from the Events budget and notes that staff will meet with Wings Over Wairarapa to discuss a funding and other support agreement for the next 3 years; and**
 - vi. **reduces the provision for contestable community grants from \$90,000 to \$80,000 and events grants from \$90,000 to \$80,000; and**
 - vii. **notes that grants approved in ii. above require an additional \$31,057 of rates funding, after the adjustments in vi. above.**

LONG TERM PLAN DELIBERATIONS – OTHER TOPICS (104/20)

The report presenting Council with a summary of submitters' feedback on topics outside of the 'big decision' proposals included in Long Term Plan 2021-31 Consultation Document, providing comment from staff in response to the key topics raised by submitters, including relevant background/context and work or action that is underway or planned; providing staff recommendations for further action to be undertaken in response to submissions; and seeking a decision from Council regarding these submissions for the 2021-31 Long Term Plan was taken as read.

The proposed memorandum of understanding with Wairarapa Water Limited referred to in recommendation 3. was discussed. Staff advised that the memorandum of understanding was

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not a legally binding document and did not indicate that Council supported the dam, but that Council would work together with the parties to understand needs and the viability of the options to make sure Council had information to make decisions in the future. Council building its own water storage was still an option that would be investigated. The memorandum was a tangible sign that Council was prepared to work with the parties to the MOU and had been included on the agenda so Council was transparent about that.

Members requested that Council clearly communicate to the community what the MOU meant.

The iwi representative for Rangitāne advised that Rangitāne did not support the MOU as the cultural impact of the dam hadn't been assessed yet and that Council should be investing in fixing existing leaks which impacted on the amount of water used in the district before looking at any alternative options.

The recommendations were taken in parts.

Following discussion, recommendation 3. was amended to remove the word "preferred" to counter any implication that the Wakamoekau dam was the preferred way forward.

Moved by Mayor L Patterson

That Council:

Adopts the recommendations contained within Report 104/21 for topics raised by submitters that are outside of the key Long Term Plan 2021-31 Consultation Document proposals. These are to:

- 1. Note staff responses to submissions, and referrals to staff or others for action where appropriate for operational matters and/or work that is in progress.**

Seconded Councillor Mailman and CARRIED

Moved by Councillor T Nixon

That Council

- 2. Continue plans to invest in water storage, making a final decision about how this is achieved once the outcome of the Wakamoekau Community Storage project consent process is known.**
- 3. Enter into a MOU with Wairarapa Water Limited to establish a way forward for a municipal water supply to the Masterton District (and to customers requiring potable supply in the Waingawa Industrial Estate) (see Attachment 1 to Report 104/21).**

Seconded Councillor D Holmes and CARRIED

Councillor Johnson, Councillor Nelson and Councillor Peterson abstained from voting.

Moved by Mayor L Patterson

That Council

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- 4. Continue to align Council's position on fluoride with Ministry of Health advice, noting decisions relating to fluoride may become the responsibility of the Ministry of Health in the future.**

Seconded by Councillor T Nixon and CARRIED

Moved Councillor G Caffell

That Council

- 5. Approve provision of \$30k in Year 1 to complete the Riversdale Beach Management Plan (incorporating plans for the southern reserve), noting this will inform priority actions for the beach resort.**

Seconded by Councillor B Gare and CARRIED

In relation to the future plans for Kids Own Playground referred to in recommendation 6. it was advised that there were no plans at this stage.

Moved Councillor G Caffell

That Council

- 6. Approve provision of \$30k in Year 1 to commence work on a Reserve Management Plan for QE Park, that will also look to engage on future plans for Kids Own playground.**

Seconded by Councillor B Gare and CARRIED

Moved by Councillor B Johnson

That Council

- 7. Undertake early engagement on berm mowing in 2022/23 to inform the level of service review for the 2024-34 Long Term Plan.**

Seconded by Councillor B Gare and CARRIED

Moved by Councillor G Caffell

That Council

- 8. Undertake early engagement on establishing a dog park in 2022/23 to inform the level of service review for the 2024-34 Long Term Plan.**

Seconded by Councillor B Gare and CARRIED

Moved by Councillor D Holmes

That Council

- 9. Acknowledge the advice of the Wairarapa Multi Sport Stadium Trust and adjust the provision for turf renewal to \$1 million in Year 7 of the 2021-31 LTP.**

Seconded by Councillor B Johnson and CARRIED

Moved Councillor S Ryan

That Council

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- 10. Undertake early engagement in 2022/23 regarding reduced or free entry for the indoor and outdoor pools in summer to inform the level of service review for the 2024-34 Long Term Plan.**

Seconded Councillor C Peterson and CARRIED

Moved Councillor S Ryan

That Council

- 11. Explore extended Library opening hours in alignment with the move to the new Civic Facility, if that is confirmed.**

Seconded Councillor T Nelson and CARRIED

Moved Councillor G Caffell

That Council

- 12. Explore options for after-hours impounding release once the new Animal Shelter is operational.**

Seconded Councillor B Gare and CARRIED

Moved Councillor B Gare

That Council

- 13. Review existing Memorandums of Partnership with Iwi and develop new Memorandums of Partnership for Post Settlement Governance Entities in Year 1.**

Seconded by Councillor T Nelson and CARRIED

RESOLVED

That Council:

Adopts the recommendations contained within Report 104/21 for topics raised by submitters that are outside of the key Long Term Plan 2021-31 Consultation Document proposals. These are to:

- 1. Note staff responses to submissions, and referrals to staff or others for action where appropriate for operational matters and/or work that is in progress.**
- 2. Continue plans to invest in water storage, making a final decision about how this is achieved once the outcome of the Wakamoekau Community Storage project consent process is known.**
- 3. Enter into a MOU with Wairarapa Water Limited to establish a way forward for a municipal water supply to the Masterton District (and to customers requiring potable supply in the Waingawa Industrial Estate) (see Attachment 1 to Report**
- 4. Continue to align Council's position on fluoride with Ministry of Health advice, noting decisions relating to fluoride may become the responsibility of the Ministry of Health in the future.**
- 5. Approve provision of \$30k in Year 1 to complete the Riversdale Beach Management Plan (incorporating plans for the southern reserve), noting this will inform priority actions for the beach resort.**
- 6. Approve provision of \$30k in Year 1 to commence work on a Reserve Management Plan for QE Park, that will also look to engage on future plans for Kids Own playground.**

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7. Undertake early engagement on berm mowing in 2022/23 to inform the level of service review for the 2024-34 Long Term Plan.
8. Undertake early engagement on establishing a dog park in 2022/23 to inform the level of service review for the 2024-34 Long Term Plan.
9. Acknowledge the advice of the Wairarapa Multi Sport Stadium Trust and adjust the provision for turf renewal to \$1 million in Year 7 of the 2021-31 LTP.
10. Undertake early engagement in 2022/23 regarding reduced or free entry for the indoor and outdoor pools in summer to inform the level of service review for the 2024-34 Long Term Plan.
11. Explore extended Library opening hours in alignment with the move to the new Civic Facility, if that is confirmed.
12. Explore options for after-hours impounding release once the new Animal Shelter is operational.
13. Review existing Memorandums of Partnership with Iwi and develop new Memorandums of Partnership for Post Settlement Governance Entities in Year 1

LONG TERM PLAN DELIBERATIONS – FEES AND CHARGES (105/20)

The report presenting Council with a summary of submitters' feedback on the Fees and Charges proposals that were included in the Long Term Plan 2021-31: Fees and Charges Statement of Proposal; and to seek a decision from Council regarding the setting of Fees and Charges for 2021/22 was taken as read.

Moved by Councillor G McClymont

That Council:

- i. Approves minor additional changes to the Building and Planning Fees and Charges (refer Attachment 2 to Report 105/21);
- ii. Approves minor additional changes to the Cemetery Fees and Charges (refer Attachment 3 to Report 105/21); and
- iii. Adopts all other fees and charges increases/changes included in the Long Term Plan 2021-31 Fees and Charges Statement of Proposal (refer Attachment 1 to Report 105/21).

Seconded by Councillor F Mailman and CARRIED

LONG TERM PLAN DELIBERATIONS – FINANCIAL IMPACTS AND BUDGETS (106/20)

The report presenting Council with a summary of submitters' feedback (as expressed in submissions and at the hearings) on financial and funding topics that were raised outside of the key Long Term Plan 2021-31 (LTP) Consultation Document proposals; and providing Council with information about changes that are recommended to the draft budgets that formed the underlying financial information for the Consultation Document and supporting documents was taken as read.

Moved by Mayor L Patterson

That Council:

- i. Adopts the budget changes explained within Report 106/21;

- ii. **Approves the following additional budget provisions recommended by staff:**
 - a. **\$128,400 salary provision for water treatment cadet and Māori engagement/development support**

Seconded by Councillor G McClymont and CARRIED

The meeting returned to this agenda item after completing item 10 Masterton Revamp Project (102/21).

Due to the decisions made during the day and the impact of the reduction of the Waka Kotahi subsidy, new recommendations were put in place of recommendation iii:

Moved by Councillor T Nixon

That Council

- (i) **agrees to increase the roading and footpaths budget to maintain the level of service as proposed in the consultation document and supporting information, and**
- (ii) **agrees to debt fund the gap (in funding subsidy) up to \$2.26m**

Seconded Councillor G McClymont and CARRIED

Moved Mayor L Patterson

That Council confirms that internal borrowing will be used to smooth the rates as was proposed in the Long Term Plan consultation document.

Seconded by Councillor B Johnson and CARRIED

ADOPTION OF THE SIGNIFICANCE AND ENGAGEMENT POLICY (107/21)

The report seeking Council adoption of the Significance and Engagement Policy was taken as read.

Moved by Councillor Mailman

That Council:

- i. **Notes that the Significance and Engagement Policy was reviewed in 2020/21;**
- ii. **Notes that consultation on the draft Significance and Engagement Policy was undertaken alongside the Long Term Plan 2021-31 consultation period (1 April – 3 May 2021); and**
- iii. **Adopts the Significance and Engagement Policy as contained in the Statement of Proposal (Attachment 1 to Report 107/21).**

Seconded by Councillor G McClymont and CARRIED

The meeting adjourned at 3.30pm and reconvened at 3.47pm

All members were present when the meeting reconvened.

After reconvening, the meeting dealt with the late agenda Item in relation to Commissioner Appointments (Report 108/21).

COMMISSIONER APPOINTMENTS: HEARING FOR RESOURCE CONSENTS RM210037 AND RM210040 (108/21)

The report seeking Council approval to appoint independent Resource Management Commissioners for two different resource consent applications currently lodged with Masterton District Council was taken as read.

Moved by Councillor T Nixon

That Council:

1. Pursuant to section 34A of the Resource Management Act 1991 (RMA), delegates authority to independent Resource Management Commissioner Mark St. Clair all the functions, powers and duties of the Council under the Resource Management Act 1991 necessary to hear and decide on
 - a. determine the application by New Zealand Motor Caravan Association Inc. for resource consent to establish and operate a motorhome park to be used by their members on approximately 4500m² of land at Pinedale Crescent, Riversdale, Masterton District, on the allotment legally described as Lot 102 DP 517369 (MDC Ref: RM210037).
 - b. Any other powers under the Resource Management Act 1991 in relation to determining whether or not to notify resource consent application RM210037, as well as hearing of this application and the decision whether to grant or refuse consent and, if granting consent, the conditions that will be imposed. For completeness, this appointment and delegation is made in accordance with section 34A(8) of the RMA in terms of the scope of functions, powers and duties that can be exercised.
2. Pursuant to section 34A of the Resource Management Act 1991 delegates authority to independent Resource Management Commissioner Alistair Aburn all the functions, powers and duties of the Council under the Resource Management Act 1991 necessary to hear and decide on:
 - a. the application for Resource Consent RM210040 by Far and Away Developments Limited for a multi-unit residential development and subdivision at 74 South Road, Masterton on the land legally described as Lot 9 Bk II DP1805 (MDC Ref: RM210040);
 - b. any other Resource Management Act matters ancillary or related to resource consent application RM210040, under the Resource Management Act 1991.

Seconded by Councillor F Mailman and CARRIED

Following this item, the meeting returned to Item 10 Masterton Revamp Project (102/21), then to Item 14 Financial Impacts and Budgets (106/21).

The meeting closed 4.43pm

**MINUTES OF THE EMERGENCY MEETING OF THE MASTERTON DISTRICT COUNCIL
HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON ON WEDNESDAY 16
JUNE AT 4.30PM**

PRESENT

Mayor Lyn Patterson (Chair), Councillors B Gare, D Holmes, G McClymont, T Nelson, T Nixon and C Peterson.

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Strategic Planning and Governance Advisor.

CONFLICTS OF INTEREST

Councillors G Caffell, B Johnson, F Mailman and S Ryan did not attend due to their membership of the Masterton Trust Lands Trust.

APOLOGIES

There were no apologies

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

- Approval of Delegation of Authority to the Chief Executive

Moved by Councillor Holmes

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

Seconded by Councillor Gare and CARRIED

**MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED
AT THE MEETING OF MASTERTON DISTRICT COUNCIL HELD AT WAIATA HOUSE, 27
LINCOLN ROAD, MASTERTON ON WEDNESDAY 16 JUNE 2021**

MOVED BY: Councillor Nixon

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

General Business

4. Approval of Delegation of Authority to the Chief Executive

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

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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
Approval of Delegation of Authority to the Chief Executive	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). 7(2)(g) To maintain legal professional privilege.	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

And THAT Kent Perry of Heaney and Partners be permitted to remain in the meeting because of his knowledge of the item relating to the Approval of Delegation of Authority to the Chief Executive.

Seconded by Councillor Gare and CARRIED

The meeting went into public excluded at 4.32 pm

The meeting moved out of public excluded at 4.36 pm

The meeting closed at 4.36 pm

Confirmed at the Meeting of the
Council held on Wednesday 30 June 2021

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090/21

REPORT OF THE AUDIT & RISK COMMITTEE MEETING HELD AT WAIATA HOUSE, LINCOLN ROAD, MASTERTON ON WEDNESDAY 12 MAY AT 1.00 PM

PRESENT

Philip Jones (Chair), Mayor L Patterson, Councillors B Gare, G McClymont, T Nixon, T Nelson, and C Peterson (from 1.05pm) and Tiraumaera Te Tau (from 1.20pm).

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Strategic Planning, Manager Assets and Operations, Manager Community Facilities and Activities, Acting Communications and Marketing Manager, People and Capability Manager, Health and Safety Advisor and Governance Advisor.

CONFLICT OF INTEREST

No conflicts were declared.

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

There were no late items.

APOLOGIES

There were no apologies.

MINUTES OF PREVIOUS MEETING TO BE RECEIVED (030/21)

Moved by Councillor T Nixon

That the minutes of the previous meeting of the Audit and Risk Committee held 3 March 2021 be received.

Seconded by Councillor B Gare and CARRIED

AUDIT PLAN FOR THE YEAR ENDING 30 JUNE 2021 (068/21)

The report providing the Audit Plan for the year ending 30 June 2021 was presented by the Manager Finance. Council's Audit Manager was in attendance by zoom and spoke to the plan.

(Councillor Peterson joined the meeting at 1.05pm)

In relation to the timing of the Audit, Masterton had requested the audit be completed earlier. The Auditor advised that staff resourcing at Audit NZ was done centrally and the request had been made but hadn't been confirmed yet.

A request was made for the management report to be available for the November meeting of the Audit and Risk Committee.

The Chair advised that any concern over whether Audit NZ could complete the audit in a timely manner should be raised in writing when responding to the audit letter. It was noted that Council was committed to Audit NZ to undertake Council's audits until 2022.

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Moved by Councillor T Nixon

That the Audit and Risk Committee

- i. **reviews and endorses the Audit Plan for the year ending 30 June 2021 and**
- ii. **requests that the Chief Executive Officer (or her delegate) continues to ask for an earlier audit date and final audit opinion date.**

Seconded by Tiraumaera Te Tau and CARRIED

CIVIC FINANCIAL SERVICES LTD ANNUAL GENERAL MEETING (070/21)

The report seeking endorsement of the Committee to cast a proxy vote on resolutions at the Civic Financial Services Ltd AGM to be held on 18 June was presented by the Manager Finance.

Moved Councillor B Gare

That the Audit and Risk Committee endorses the Council's proxy vote being cast in favour of Jo Millar, Louise Edwards and Bevan Killick at the Civic Financial Services Limited Annual General Meeting being held on 18 June 2021.

Seconded by Councillor C Peterson and CARRIED

SERVICE PROVISION REPORT: ARATOI REGIONAL TRUST (066/21)

The report providing the Committee with the third quarter progress report against key result areas for Aratoi Regional Trust was presented by the Acting Manager Community Facilities and Activities.

It was noted that the reporting from service providers had been revised – the reporting was now focused on the KPIs which Council set with Aratoi in the Memorandum of Understanding. Financial information was no longer included as Aratoi had their own Board who were responsible for the Trust's finances. It was noted that Council would like a KPI relating to the long term financial sustainability of the organisation to be included when the KPIs were next reviewed.

Moved by Councillor T Nixon

That the Audit and Risk Committee receives Service Provision Report 066/21, which covers the summary of results for Aratoi Regional Trust's key result areas for the third quarter, 1 January – 31 March 2021.

Seconded by Philip Jones and CARRIED

SERVICE PROVISION REPORT: DESTINATION WAIRARAPA (074/21)

The report providing the Committee with the third quarter progress report on key deliverables of Destination Wairarapa (DW) was presented by the Chief Executive.

In response to a question about the next service agreement with DW it was advised that the discussions about the Wairarapa economic development review were still continuing.

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A question was asked about the group's engagement with Māori. The CE advised that would be something that could be raised with the DW Chief Executive.

Moved by Councillor T Nelson

That the Audit and Risk Committee receives Service Provision Report 074/21 that includes a summary of results of key deliverables for the third quarter, 1 January – 31 March 2021, from Destination Wairarapa.

Seconded by Councillor T Nixon and CARRIED

NON-FINANCIAL PERFORMANCE 2020/21 THIRD QUARTER REPORT (065/21)

The report advising the Committee of performance against non-financial measures reported at 9 months was presented by the Manager Strategic Planning, who noted that the next quarter's report would be the last report on those measures as they would change in the Long Term Plan.

Moved Tiraumaera Te Tau

That the Audit and Risk Committee receives the Quarter 3 non-financial performance report for the 2020/21 financial year and notes the positive achievements shown in the quarter.

Seconded by Councillor B Gare and CARRIED

NINE MONTHS TO DATE FINANCIAL REPORT 2020/21 (069/21)

The report providing the Audit and Risk Committee with the year to date financial report for the nine months to 31 March 2021 and the Council's forecast position at year end was presented by the Manager Finance who advised that the result year to date is close to the plan.

Matters discussed included the increase in solid waste revenue and the increase in the waste levy which was coming, rates arrears (which were anticipated to be at the same level as last year by the end of June) and the year to date result which was noted to be good, given the impact of COVID-19.

Moved by Philip Jones

That Audit & Risk Committee receives the 9 months to date financial report and commentary, including the Operating and Capital Expenditure Statements contained in Report 069/21.

Seconded by Councillor B Gare and CARRIED

HEALTH AND SAFETY QUARTERLY REPORT (078/21)

The report providing information to assist elected members to carry out their roles as officers under the Health and Safety at Work Act was presented by the Senior Health and Safety Advisor.

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Moved Mayor Lyn Patterson

The Audit and Risk Committee notes the content and receives the Health and Safety Report for the third quarter (1 February 2021 to 31 March 2021).

Seconded Tiraumaera Te Tau and CARRIED

EXCEPTION TO PROCUREMENT POLICY (067/21)

The report advising the Audit and Risk Committee of an exception to the Procurement Policy was taken as read.

Moved by Councillor T Nelson

That the Audit and Risk Committee notes an exception to the Procurement Policy in relation to the development of artistic impressions of the proposed Civic facility, prepared for the 2021-2031 Long-Term Plan consultation document.

Seconded by Councillor B Gare and CARRIED

LOCAL GOVERNMENT FUNDING AGENCY QUARTERLY REPORT (071/21)

The report providing the Committee with the Local Government Funding Agency's Quarterly report was taken as read.

Moved by Councillor C Peterson

That the Audit and Risk Committee receives the Local Government Funding Agency's Quarterly Report to Shareholders – March Quarter 2021.

Seconded by Councillor G McClymont and CARRIED

EXTERNAL PROJECT FUNDING (076/21)

The report providing the Committee with an update on three externally funded projects, including expenditure to date, funding confirmed, funding received to date and project timelines was presented by the Manager Finance, who advised that each of the projects was at a different stage. It was noted that the water stimulus funding needed to be spent by the end of April 2022 (rather than 30 June 2022 as noted in Report 076/21 on page 518 of the agenda).

Whether the water stimulus package would be completed by April 2022 was discussed. It was advised that Council should be able to complete all projects within the timeframe however completion did rely on matters outside Council's control like supply and contractor availability. Staff would report back if there were any issues.

Moved Mayor L Patterson

That the Audit & Risk Committee receives the report and notes the information regarding the Council's externally funded projects.

Seconded by Councillor G McClymont and CARRIED

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INSURANCE REPORT (077/21)

The report providing the Audit and Risk committee with an update on the insurance cover Council has in place and the cover to be sought for the 2021/2022 year was presented by the Manager Finance.

Moved Councillor B Gare

That the Audit & Risk Committee receives the report and notes the information regarding the Council's insurance programme for 2021/22.

Seconded by Philip Jones and CARRIED

MATTERS TO BE TAKEN WITH THE PUBLIC EXCLUDED

Moved by Councillor T Nixon

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

Minutes of the previous meeting

17. Receive the Minutes of the previous meeting held with the public excluded 3 March 2021.

General Business

18. Cyber Security

19 SLT Risk Discussion.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Minutes of Previous Meeting held 3 March 2021	See page 404-406	s48(1)(a)(i) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

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Cyber Security	<p>(7)(2)(h) – Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>(7)(2)(j) – Prevent disclosure or use of official information for improper gain or improper advantage.</p> <p>7(2)(b)(ii) – Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p>	<p>s48(1)(a)</p> <p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</p>
SLT Risk Discussion	<p>7(2)(c)(i)</p> <p>The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.</p> <p>7(2)(c)(ii)</p> <p>The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any</p>	<p>s48(1)(a)</p> <p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</p>

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	enactment, where the making available of the information would be likely to damage the public interest.	
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AND That Karl Dudley is permitted to remain at this meeting after the public has been excluded because of his knowledge of the agenda item relating to Cyber Security.

Seconded by Mayor L Patterson and CARRIED

The public was excluded at 2.31pm

The meeting returned to open session at 2.52pm

The meeting concluded at 2.52pm

unconfirmed

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113/21

**REPORT OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD
AT WAIATA HOUSE, LINCOLN ROAD, MASTERTON ON WEDNESDAY 9 JUNE 2021 AT
2.00 PM**

PRESENT

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

IN ATTENDANCE

Manager Strategic Planning, Manager Assets and Operations, Acting Manager Community Facilities and Activities, Manager Finance, Acting Communications and Marketing Manager, Project Delivery and Assets Manager, Properties and Facilities Manager, Senior Advisor Compliance and Projects, Policy Manager, Planning and Consents Manager, Project Manager, Governance Advisor and two media representatives.

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.

APOLOGIES

There were no apologies

PUBLIC FORUM

- Amber Craig, Rangitane o Wairarapa spoke in relation to Maori relationship with water and Council's water infrastructure
- Michael Birch spoke in relation to the Wairarapa Water Resilience Strategy and its relationship with the proposed Wakamoekau dam.
- Marnie Prickett spoke in relation to water resilience and how Council can learn from what others had done.

(Ra Smith joined the meeting at 2.15pm)

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

There were no late items.

COMMUNITY FACILITIES AND ACTIVITIES INFRASTRUCTURE UPDATE (110/21)

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

In relation to the Parks and Open Spaces Strategy it was advised that the Strategy would come to the 4 August Council meeting.

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In relation to a question about the Burling Park and Henley Lake playground equipment engagement, it was advised that that work would get underway once the Parks and Open Spaces Strategy had been approved and that the engagement on Burling Park would be more targeted than Henley Lake where a broader approach would be taken.

Moved by Councillor Johnson

That the Infrastructure and Services Committee notes the contents of Report 110/21.

Seconded by Councillor T Nelson and CARRIED.

INFRASTRUCTURE UPDATE (111/21)

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

It was advised that staff had received confirmation that the Colombo St bridge renewal had been approved by Waka Kotahi so could proceed in Year 1 and that a shortage of steel will delay the installation of new light poles at the Essex St carpark.

In relation to the submission to Greater Wellington Regional Council, staff would report back on the outcome.

The water metering project was discussed. Once all the meters had been installed, how Council would charge for water would be discussed. Following that decision, charges would be set but there would be a period where users could get an idea of how much water they used before billing started. A request was made for early education around efficient use and to encourage people to read their meters now to see how much they were using.

The issue of flooding in Colombo Road raised by a submitter at the Long Term Plan hearing was discussed and staff advised that upgrades had been done in that area to alleviate the problem.

Moved by Councillor B Johnson

That the Infrastructure and Services Committee notes the information contained in Report 111/21.

Seconded by Councillor Holmes and CARRIED.

STRATEGIC PLANNING INFRASTRUCTURE AND SERVICES UPDATE (112/21)

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.

Moved by Tiraumaera Te Tau

That the Infrastructure and Services Committee notes the contents of Report 112/21.

Seconded by Councillor T Nixon and CARRIED.

The meeting closed at 3.11 pm

To:	Your Worship and Elected Members
From:	Angela Jane, Manager Strategic Planning David Paris, Manager Finance
Endorsed By:	Kathryn Ross, Chief Executive
Date:	30 June 2021
Subject:	Adoption of the 2021-31 Long-Term Plan
DECISION	
Recommendation:	
That Council:	
<ul style="list-style-type: none"> a) note that the 2021-31 Long-Term Plan reflects the decisions made by Council at the Deliberations Meeting held on 2 June 2021. b) note the 2021-31 Schedule of Fees and Charges which forms the basis for income for the 2021-31 Long-Term Plan was adopted at the deliberations meeting on 2 June 2021. c) acknowledge the Audit opinion on the 2021-31 Long-Term Plan. d) adopt the 2021-31 Long-Term Plan included as Attachment 1 noting: (i) that this includes the Rating Funding Impact Statement that reflects changes made to the financial model and budgets through the deliberations and (ii) that Waka Kotahi funding has reduced, and that Council will loan fund some of the shortfall for Years1-3. e) delegate authority to the Chief Executive to approve minor proofing corrections prior to publication of the 2021-31 Long-Term Plan document; and f) note that the final 2021-31 Long-Term Plan will be published within one month of its adoption. 	

Purpose

To seek Council adoption of the 2021-31 Long-Term Plan (LTP) as included as Attachment 1 of this report (under separate cover), noting the Schedule of Fees and Charges included as Attachment 2 (under separate cover) forms the basis for income for the LTP. The final plan once adopted provides a formal and public statement of Council's intentions in relation to the matters covered by the Plan and will set the rates to be taken for the 2021/22 year.

Background

Under the Local Government Act 2002 (LGA) Council must prepare and adopt a Long Term Plan every three years. That Plan must be adopted by 30 June in the year it is scheduled for adoption. In the two interim years Council prepares an Annual Plan.

The purpose of the Long Term Plan is to:

- Describe the Council's activities and the community outcomes it aims to achieve.

- Provide integrated decision-making and coordination of the resources, as set out in section 93 (6)(c) of the Act.
- Provide a long-term focus.
- Show accountability to the community.
- Provide an opportunity for participation by the public in council decision-making processes.

The LTP outlines the long-term direction for the activities we plan to deliver throughout the Masterton district. It states the vision and outcomes we want to achieve for our community. It details what we intend to do over the next 10 years, including the services we will provide, the projects we will undertake, how much we will spend, how we will pay for everything and how we will measure success.

The LTP document content includes:

- Financial Strategy
- Infrastructure Strategy
- Significant Assumptions
- Our Work in Detail, incorporating performance measures and cost of service statements for each Activity group.
- Our Costs in Detail, incorporating the financial statements for the 2021-31 Long Term Plan and the Revenue and Financing Policy.
- Consideration of Appropriate Sources of Funding required under Section 101 of the Local Government Act, to support the Revenue and Financing Policy.

The document also includes links to the Fees and Charges Schedule and lists other policies relevant to the Long Term Plan and Council's Asset Management Plans.

The LTP content has been developed in alignment with requirements of the Local Government Act 2002.

The 2021-31 LTP document has been reviewed by Audit New Zealand ahead of Council's adoption for consultation. At the time of writing Officers were expecting Audit New Zealand to issue an unmodified opinion. The audit opinion will be distributed once it is available (and included in the final LTP document before it is published).

It is a statutory requirement for the 2021-31 Long-Term Plan to be adopted by 30 June 2021. Adoption by this date enables rates to be set for the coming year. Any delay in adoption would mean that Council would not comply with Local Government legislation and would not be able to set rates for the 2021/22 financial year until the Plan was adopted. Depending on the extent of the delay, this could impact on Council's ability to deliver planned levels of service, work programmes and projects. Any adjustments to the financial content, the underlying assumptions, the service levels and performance information in the Plan would require a second audit by Audit New Zealand with an associated increase in fees to cover their time.

ANALYSIS AND ADVICE

Work on the 2021-31 Long-Term Plan commenced over a year ago. A series of Council workshops have been held to inform the development of the 2021-31 LTP and the Schedule of Fees and Charges. Workshops have included the levels of service for Council activities, our asset management plans for infrastructure assets, and key assumptions that underpin the asset, activity and financial planning. All this content was fed into the draft Infrastructure and Financial Strategies and our draft Consultation Document that were consulted on over April/May 2021.

2021-31 LTP Consultation Process

Council adopted the 2021-31 LTP Consultation Document, Supporting Information and the Fees and Charges Statement of Proposal on 31 March 2021.

The formal consultation period launched on Thursday 1 April 2021 and was scheduled to close at 4pm on Monday 3 May 2021. This was extended with submissions received up until Thursday 13 May 2021 included.

The primary objective of communications and marketing activity during the consultation period was to raise awareness of the consultation process and promote the opportunity to step up and 'have a say'.

The Consultation Document was posted on our website with hard copies available via our Queen Street Customer Service Centre, the Library and at face to face events. Hard copies and fliers were also available at the Castlepoint and Riversdale Beach Stores.

During the consultation period 25 'face to face' engagement activities were attended or hosted by elected members and staff. There was also a range of social, radio and print media activity.

In total 346 submissions were received, and 48 submitters requested to be heard at the Hearings held on 19 and 20 May 2021.

Council considered the views and feedback of submitters and those who provided feedback at the face to face sessions, as well as staff advice and new information such as the implications of the Waka Kotahi funding changes, when making their decisions at the Deliberations meeting held on 2 June 2021.

Key Proposals

Decisions on key proposals included:

- Proceeding with Council's preferred option to fund the new civic facility, which includes the library and archives, with a minimum of \$4 million external funding and loan funding the difference of up to \$26.8 million. Construction will start in 2022/23. We will explore other ways of off-setting the cost of the civic facility too. This could include selling existing Council owned buildings to off-set the cost.

- Proceeding with Council’s preferred option of a full Masterton revamp of the CBD and town entrances over 10 years but deferring the start of this project by three years. The Revamp will now commence in Year 4 of the LTP (2024/25). In the meantime, we have allowed \$900,000 over Years 1-3 for landscape work at the Northern entrance and the Kuripuni roundabout and further developing plans for the town’s public spaces. We will also continue to maintain our town centre pavements.
- Proceeding with Council’s alternative option of making the vacant land at Panama available for someone else to build public housing on. We will work with the Government (via Kāinga Ora), community housing providers, and iwi to ascertain the most appropriate arrangement for a provider, or providers, to fund and build the public housing. We will seek external funding for infrastructure, such as stormwater, that is required on the site.

Key Changes

Other key changes since adoption of the Consultation Document include:

1. Changes via Deliberations

At the deliberations meeting on 2 June 2021 Council agreed to a range of changes in response to feedback from our community. These included:

- a. Capital budget adjustments to extend the Masterton Revamp project out 3 years; to remove the provision for 25 new senior housing units; and to allow provision for building infrastructure on the Panama land, utilising external funding.
- b. Senior Housing operational budget adjustments to reflect the decision to make the land available for someone else to build housing on including adjusting depreciation and debt servicing; increasing the budget for legal and external advice in Y1 and Y2 as we progress partnership arrangements; and adjusting income and maintenance budgets from Y3 that had been based on Council owning an additional 25 units.
- c. Over Y1-Y3 replace Waka Kotahi subsidy on \$5.0 million of the proposed roading programme, using loans and depreciation reserves, to maintain levels of service given Waka Kotahi funding changes (see detailed explanation in point 2 below).
- d. Provision of \$30K for Riversdale Beach Management Plan in Y1.
- e. Increased the provision for Queen Elizabeth Park management plan by \$22,500 in Y1.
- f. Adjustments to various triennial grant provisions to align with decisions made at the deliberations meeting and \$20k reduced provision for contestable grants (Wellbeing and Events).
- g. Reduced dog fee income (by \$37k) to achieve 20% rates funding (noting dog fees were adopted ahead of the deliberations at the Council meeting on 20 May 2021).
- h. Council, along with Carterton and South Wairarapa District Councils, agreed to a Memorandum of Understanding with Wairarapa Water Limited to explore the future of water supply services for our community. This is a non-binding agreement and does not commit Council to the community storage project.

2. Waka Kotahi Rooding Funding Changes

Waka Kotahi has reduced funding for local roads nationally due to funding constraints. For Masterton District Council this means \$7 million less work will be eligible for 57% subsidy than was reflected in the budgets that supported the LTP Consultation Document. Renewal work of \$2 million that was part of the Masterton Revamp has been deferred to Year 4 in line with Council's decision. The balance for other rooding projects will be funded by loan or from depreciation reserves. This funding solution will enable Council to deliver the planned work programme and maintain current levels of service for rooding. We have assumed that the current national funding constraints will be resolved by Year 4 and that Waka Kotahi funding will be available at the previous level in the future.

The overall budget impact of these changes results in approximately \$75k per annum increased debt servicing costs from Year 2-Year 4. Changes are:

- a. Income reduced to reflect reduced subsidy over Year 1-Year 3 (-\$4.6m)
- b. CBD renewals programme of \$2.015m deferred from Year 1 to Year 4 reducing the capital programme in Year 1-3.
- c. \$4.4m of the renewals programme (Waka Kotahi share) funded by loans over 3 years (total new loans of \$2.51m).
- d. The footpath renewals programme (Waka Kotahi share) funded from depreciation reserves over 3 years.
- e. The changes also incorporate revisions to correct rooding budget detail where some costs were over-estimated.
- f. The reduced rooding subsidy in the first three years of the LTP has contributed to the balanced budget benchmark showing a deficit. See further comment related to rates smoothing.

3. Changes from Re-forecasting of Capital Projects

There are a number of capital projects where the 2020/21 year end forecast position has changed between the February forecast and May forecast. Changes include:

- a. The re-casting of project timing has meant Year 1 capital budgets have been adjusted for a range of projects including: the Airport development project; the Animal Shelter; the Skatepark; Homebush Irrigation; Nursery Road Transfer Station upgrade; Water Mains Renewals; Water Meter installations and some of the 3 waters stimulus funded projects.
- b. The timing of a number of rooding projects that are the result of urban developments have been adjusted to reflect changes in the timing of development. Council's contribution towards upgrading Gordon Street, Chamberlain Road and the Kitchener Street extension have all been brought forward.
- c. The re-forecasting of some capital projects has resulted in flow on changes to operating budgets. These include:
 - i. Changes the timing of depreciation and debt servicing for Hood Aerodrome; Water (e.g. water meters); Animal Control (i.e. the Animal Shelter) including some unfunded depreciation in Year 2 and Year 3; and the Archive being brought forward

for the temporary location resulting in increases of approximately \$100k from Year 2.

- ii. Changing timing of Memorial Park capital project means changes to depreciation from Year 5 for Sports fields.

4. Other Operational Budget Changes

There are a number of activity areas where budgets have been adjusted since the adoption of the 2021-31 LTP Consultation Document to reflect new or latest information. Changes include:

- a. Increased income projections for Building Consents; Planning and LIM (Land Information Memorandum) fees; and Water and Wastewater income from the Waingawa industrial area. The combined impact on budget is \$130k per annum additional income.
- b. Reduced rate requirements for solid waste of \$244k in Year 1 as a result of changes including increased waste tonnage expectations increasing income and costs; waste levy increases in Year 1-3 off-setting waste minimisation costs; and a \$20K increase in the e-waste budget to reflect actual costs of that service. In addition, from Year 6, a correction is needed to remove costs and funding from reserves associated with Nursery Road landfill covering.
- c. Carry forward funding and subsidies (over \$150K combined) has also reduced rate requirements for Animal Services, Administration (for the digitisation project) and Community Development; and enabled no budget impact for implementing Council's retention strategy, and for an additional water treatment trainee and a kaitatari/iwi liaison role, off-set by carrying forward under-spent staffing budget.
- d. Following a review of the financial model, revenue from interest on investments that is allocated against some activities, needs to be reduced. For sewerage/ wastewater budgets, this results in an increased rates requirement of \$50k in Year 1 and \$130k per annum over Years 2-10.
- e. Increased provision of \$15k for the 2022 local elections budget given the DHB will no longer be contributing to costs.

5. Smoothing Rate Increases

When developing LTP budgets for the Consultation Document, Council approved borrowing from reserve funds to 'smooth' rates increases over the 10 years of the LTP. Figures allowed for transfers from reserves have been adjusted to achieve the Council's intention of smoothing rates increases after the recasting of the financial model to incorporate the changes noted above.

Specifically, \$175k has been allowed in Year 1 to fund the digitisation project, to be repaid to reserves over the following 5 years. \$200k of a predicted surplus in 2020/21 has been added to the Year 1 use of reserves funding. In Years 1 to 3 the average draw on reserves to smooth the rates increases has been \$900k per annum or 2.7% pa of 2020/21 rates.

The Statement of Revenue & Expense shows an accounting surplus in all years. That surplus includes a number of items of one-off revenue that are expected to fund capital expenditure. The benchmark reporting on page 120 of the LTP excludes these one-off revenue items and revenue from financial contributions. Using that calculation basis results in a deficit of revenue over

expenditure in the first 3 years of the LTP. The use of reserve funding to smooth rates increases and the loss of roading subsidy income have both contributed to the negative benchmark balance budget result. Council has chosen not to increase revenue (rates) to offset the loss of roading subsidies in the first 3 years of the LTP and has assumed that from Year 4, the full roading programme will be subsidised.

2021-31 LTP Financial Considerations

As a result of changes made, the 2021-31 LTP includes an average rates increase of 5.2% (after growth in the rating base), which is consistent with the Consultation Document.

Rates increases in 2021/22 across properties will vary around a 5.5% average. Urban residential properties will average 4.8% plus or minus any revaluation effect and GWRC rates changes. Rural properties will average 8.1% increase plus or minus any revaluation effect and GWRC rates changes.

CONCLUSION

The 2021-31 Long-Term Plan incorporates the decisions made by Council at the Deliberations meeting and results in a work programme to deliver Council services over the next ten years. Rates funding is a significant outcome of the planning process and it has resulted in an overall average rates increase of 5.5% in year 1 and an average of 5.2% across the ten years.

Adopting the Plan will enable Council to meet its obligations under the Local Government Act to adopt a Long-Term Plan by 30 June and will enable Council to set the rates for the 2021/22 financial year.

It is therefore recommended that Council adopt the 2021-31 Long-Term Plan. It is also recommended that the Mayor and Chief Executive be delegated authority to make any minor amendments or corrections (that do not change the intent of the Plan) to the 2021-31 LTP document prior to publication.

SUPPORTING INFORMATION

Strategic, Policy and Legislative Implications

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

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

We have developed the 2021-31 LTP with legal requirements in mind. These documents have been reviewed by Audit New Zealand and we are expecting an unmodified opinion to be issued.

Council's adoption of the 2021-31 Long-Term Plan will ensure that Council meets its obligations under the Local Government Act to adopt an LTP for 2021-31 by 30 June 2021. It will also enable Council to set the rates for the 2021/22 year.

Significance, Engagement and Consultation

The decision to adopt the 2021-31 LTP is considered significant as adoption will approve the intended budget and work programmes for the next 10 years, and the consequential setting of rates for the 2021/22 financial year.

Community consultation following the Special Consultation Procedure as prescribed in Section 83 of the Local Government Act was undertaken to inform the 2021-31 LTP.

For the next two years, an Annual Plan will be prepared that will outline any changes from what was set out for years two and three of the Long Term Plan. If changes are considered significant or material, further consultation will be undertaken.

Financial Considerations

The 2021-31 LTP Consultation Document proposed an average rates increase of 5.5%. Having adjusted for changes made through the deliberations process, the average rates increase is maintained at 5.5% after allowing for growth in the rating database – growth is predicted to generate a benefit 1.5% of rates.

Rates for 2021/22 are set based on the budget approved as part of the 2021-31 LTP. The allocation of rates across properties in the Masterton District is based on the Revenue and Financing Policy and is detailed in the Rating Funding Impact Statement. Both documents are included in the full LTP. A separate Rates Resolution must be adopted by the Council in order to set and levy the 2021/22 rates.

The 2021/22 rates will be set using new rating valuations (effective Sept 2020). The new values have increased significantly, but those properties whose increases are close to the averages will see little revaluation effect. Those that vary from the averages will see lower rates increases or increases higher than the averages indicated above. There was considerable variability in the valuations, so many properties can expect their property value changes impacting on the rates they pay.

Treaty Considerations/Implications for Māori

No implications specific to Māori have been identified in relation to the recommendations made in this report being to adopt the 2021-31 Long-Term Plan. However, the projects and work programmes included in the LTP will have implications for Māori, and other members of our community.

Communications/Engagement Plan

Final decisions on key projects that were included in the Consultation Document and the adoption of the 2021-31 LTP will be communicated to our community via the media and online. In addition, a letter advising decisions on key projects will be sent to all submitters who provided email or postal addresses. A copy of the 2021-31 LTP will be available within one month of adoption, as required by legislation.

Environmental/Climate Change Impact and Considerations

There are no direct environmental impacts/considerations relating to the decision to adopt the 2021-31 Long-Term Plan. The plan includes projects that take action to address environmental challenges including water resilience and climate change action.

To:	Your Worship and Elected Members
From:	David Paris, Manager Finance
Endorsed by:	Kathryn Ross, Chief Executive
Date:	30 June 2021
Subject	Rates Resolution 2021-22

DECISION

Recommendation:

That Council

- (i) receives Report 119/21 **Rates Resolution 2021-2022**
- (ii) having adopted its 2021-31 Long Term Plan, sets the rates, due dates for payment and penalties regime for the 2021/2022 financial year as follows:

2021-22 MASTERTON DISTRICT COUNCIL RATES RESOLUTION

That, pursuant to the Local Government (Rating) Act 2002, the Masterton District Council, hereby sets the rates and charges as set out in this resolution in respect of rateable properties in the Masterton District for the period of one year commencing on 1st July 2021 and ending on 30th June 2022.

The Council has adopted, in accordance with the special consultative procedure, its 2021-31 Long-Term Plan, including a Revenue & Financing Policy and Rating Funding Impact Statement for 2021-22. These documents contain definitions of "Rural rating area", "Urban rating area" and "differential groups U1, U2 and R1" and "separately used or inhabited part of a rating unit". The resolution below will enable the Council to generate rating revenue to fund the services and activities as outlined in year 1 of the 2021-2031 Long Term Plan.

RATES HEREBY SET IN THE DISTRICT:

Rates quoted are per dollar of land or capital value and are listed inclusive of GST. GST has been added at the prevailing rate of 15%.

Total dollars being raised are also stated inclusive of GST and have generally been rounded to nearest \$1,000.

All section references are references to the Local Government (Rating) Act 2002.

1. RATES SET ACROSS THE DISTRICT

A series of targeted, differential rates set under section 16(3)(a) and (4)(b) will be set as described:

1.1 Roading Rate – per dollar of land value as follows:

U1	(0.001301 per dollar of land value) raising	\$2,307,000
U2	(0.002602 per dollar of land value) raising	\$ 713,000
R1	(0.001279 per dollar of land value) raising	\$3,357,000
	Total	\$6,377,000

1.2 Representation & Development Rate – per dollar of capital value as follows:

U1	0.000621 per dollar of capital value raising	\$2,552,000
U2	0.001242 per dollar of capital value raising	\$ 729,000
R1	0.000240 per dollar of land value raising	<u>\$ 953,000</u>
Total		<u>\$4,234,000</u>

1.3 Regulatory Services Rate – per dollar of capital value as follows:

U1	(0.000420 per dollar of capital value) raising	\$1,728,000
U2	(0.000840 per dollar of capital value) raising	\$ 493,000
R1	(0.000163 per dollar of capital value) raising	<u>\$ 645,000</u>
Total		<u>\$ 2,866,000</u>

1.4 Sundry Facilities & Services Rate – per dollar of capital value as follows:

U1	(0.000456 per dollar of capital value) raising	\$1,873,000
U2	(0.000912 per dollar of capital value) raising	\$ 535,000
R1	(0.000197 per dollar of capital value) raising	<u>\$ 780,000</u>
Total		<u>\$3,188,000</u>

2. TARGETED UNIFORM CHARGE (TUC)

A differential targeted rate [referred to as a Targeted Uniform Charge in the Funding Impact Statement] set in accordance with section 16(3)(a) and (4)(b) on each separately used or inhabited part of a rating unit, with a differential between urban and rural properties based on allocation of costs between rating areas, as detailed in the Revenue & Financing Policy and as follows:

U1 & U2	\$363.50 per part of rating unit, raising	\$3,533,000
R1	\$532.00 per part of rating unit, raising	<u>\$2,088,000</u>
Total		<u>\$5,621,000</u>

3. CIVIC AMENITIES RATE

A differential targeted rate set under sections 16(3)(b) and (4)(b), assessed in the urban rating area only, for civic amenities costs allocated to that area as per the Revenue and Financing Policy and as follows:

Civic Amenities Rate – per dollar of capital value as follows:

U1	0.000640 per dollar of capital value raising	\$2,629,000
U2	0.001280 per dollar of capital value raising	<u>\$ 751,000</u>
Total		<u>\$3,380,000</u>

4. UNIFORM ROADING CHARGE (ROADING CHARGE)

4.1 A differential targeted roading charge will be set in accordance with sections 16(3)(a) and (4)(b) 17 and 18. This rate is in addition to the (land value) Roothing Rate, and will be set on each separately used or inhabited part of a rating unit.

4.2 The Uniform Roading Charge will be as follows:

U1 & U2	\$ 63.00 per part of rating unit, raising	\$ 613,000
R1	\$ 366.00 per part of rating unit, raising	<u>\$1,437,000</u>
	Total	<u>\$2,050,000</u>

5. WATER SUPPLY RATES AND CHARGE

Targeted on a Uniform Basis and a Capital Value Rate

5.1 According to sections 16(3)(b) and (4)(a) and (4)(b), and 19, a differential targeted Capital Value Rate applying to connected and serviceable rating units (excluding those rural properties charged by metered rate) plus a Uniform Charge for water supply for each separately used or inhabited part of a rating unit throughout the serviced area where the rating unit is connected to the Masterton urban water supply scheme.

Note: urban connected properties will be liable for both rates, rural connected properties will be liable for the uniform charge and a volume-based charge (as per 5.3 below).

5.2 The rates are as follows:

Uniform Water Supply Charge

(i) Connected **\$ 107.00** Raising \$ 1,037,000

Differential Water Supply Rate - per dollar of **capital value** will be:

U1 & R1	0.000566 per dollar of capital value raising	\$2,360,000
U2	0.001132 per dollar of capital value raising	<u>\$ 730,000</u>
	Total	<u>\$3,090,000</u>

The Rate and the Charge raising a total of \$ 4,127,000

Metered Water Supply

5.3 A targeted rate for water supplied to metered rural and out-of-district properties from the urban water supply, based on volumes of water supplied through water meters (and in addition to the Water Supply Charge in 5.2 above).

5.4 The metered rates are as follows:

- (i) Minimum charge for use per quarter for 50 cubic mtrs or below **\$60.00**
- (ii) Price per cubic mtr for consumption between 50 and 100 cubic mtrs
per quarter **\$1.45**
- (iii) Price per cubic mtr for consumption over 100 cubic mtrs
per quarter **\$1.90**

6. SEWERAGE RATES AND CHARGE

Targeted on Uniform Basis and Capital Value Rate

6.1 According to sections 16(3)(b) and (4)(a) and (b), 17, and 18 Council will set a targeted capital value rate on connected and serviceable rating units, plus a uniform charge for sewerage disposal for each separately used or inhabited part of a rating unit throughout the Masterton serviced area where rating units are connected to the urban sewerage system.

Note: connected properties will be liable for both rates.

6.2 The rates are:

Uniform Sewerage Charge

(i) Connected **\$ 196.00** Raising \$ 1,869,000

Differential Sewerage Rate - per dollar of **capital value** will be:

U1 & R1	0.001024 per dollar of capital value raising	\$ 4,299,000
U2	0.002048 per dollar of capital value raising	\$ 1,315,000
	Total	\$ 5,614,000

The Rate and Charge raising a total of \$ 7,483,000

7. RECYCLING COLLECTION CHARGE

7.1 According to sections 16(3)(b) and (4)(a), a uniform targeted rate for kerbside recycling collection on the following basis:

- (i) Urban – on every separately used or inhabited part of a rating unit situated within the urban area of Masterton to which Council is prepared to provide the service;
- (ii) Rural – on every separately used or inhabited part of a rating unit situated within the rural area of Masterton to which Council is prepared to provide the service.

7.2 The uniform charge will be: **\$75.00** Raising \$ 717,000

8. RURAL TARGETED SERVICES RATES & CHARGES

According to sections 16(3)(b) and (4)(a), the Council will set:

8.1 A targeted rate for the **Opaki Water Race** on each rating unit serviced by the Opaki Water Race.

The land value rate for 2021-22 is: **\$0.001550**

Raising a total of \$ 71,000

8.2 A targeted rate for the **Tinui Water Supply** on each connected rating unit.

The uniform targeted charge for 2021-22 is: **\$453.00**

Raising a total of \$ 14,000

8.3 A targeted rate for the **Riversdale Beach Sewerage Scheme** on each assessed residential equivalent (RE) (based on Sch 3, cl 8 of the LG (Rating) Act 2002) of each connected rating unit (including those that will be connected during the year).

The uniform targeted charge for 2021-22 is: **\$591.00** per RE

Raising a total of \$ 224,000

8.4 A targeted rate for the **Riversdale Beach Sewerage Scheme** on each serviceable, but not connected rating unit within the serviced area of the scheme.

The targeted uniform charge for 2021-22 is: **\$132.00**

Raising a total of \$ 10,400

8.5 **Riversdale Beach Sewerage Capital Contributions**

Based on the Capital Project Funding Plan adopted in 2010, targeted rates for the Riversdale Beach Community Sewerage Scheme (RBCSS) capital contributions for the 2021-22 year will be charged on the basis of connected residential equivalents (REs) within the scheme area, on those properties that elected the 20 year time payment option, or were defaulted to that option, payable via property rates.

A **RBCSS 20 Year time payment** charge per residential equivalent connection for 2021-22 (year 11 of 20) of **1,643.40**

Estimated to be charged on 33 REs, raising a total of \$ 54,200

8.6 Targeted rates for the **Tinui Sewerage Scheme** for the 2021-22 year, on the basis of connected rating units and elected capital contributions. There will be three separate rates as follows:

The **Tinui Sewerage Operating Costs** rate per connected rating unit (and including Tinui School as 5 connections based on assessed usage) for 2021-22 is: **\$459.00**

Raising a total of \$9,200

The **Tinui Sewerage Part Capital Contribution (stage 1)** rate per connection for 2021-22 (year 16 of 20) is: **\$212.50** (1 property will be charged this sum, which meets their capital contribution spread over 20 years).

The **Tinui Sewerage Part Capital Contribution (stage 1 & 2)** rate per connection for 2021-22 (year 16 of 20) is: **\$744.50** (7 properties will be charged this sum, which meets their capital contribution spread over 20 years).

Raising a total of \$5,200

8.7 A targeted rate, known as the **Beach Refuse & Recycling Collection Charge**, on those rating units in the Riversdale Beach and Castlepoint localities to which the Council is prepared to provide refuse bag and recycling collection services:

Targeted uniform charge for 2021-22 is: **\$206.00**

Raising a total of \$ 101,100

8.8 A targeted rate for the **Castlepoint Sewerage Scheme** on each rating unit connected to the scheme:

Targeted uniform charge for 2021-22 is: **\$502.00**

Raising a total of \$ 100,000

8.9 A targeted rate known as the **Sewage Treatment Charge** on each connected rating unit in the rural area discharging effluent from septic system outflows to the urban sewerage system, and including Rathkeale College assessed as 50 residential equivalents based on estimated flow volumes.

The targeted uniform charge is: **\$477.00** per residential equivalent
Raising a total of \$32,000

9. OUT-OF-DISTRICT WATER & WASTEWATER/SEWERAGE CHARGES

Council proposes to set the following charges (to be levied by Carterton District Council) for non-metered water supply and wastewater/sewerage services which are supplied to properties in the Carterton District on the following basis:

- (i) Water supply – per dollar of Capital Value will be \$0.001132 (applied to rating units connected and not metered) plus a Uniform Water Charge of \$107.00 on all connected rating units.
- (ii) Sewerage – per dollar of Capital Value at \$0.002048 on all serviceable rating units, plus a Uniform Sewerage Charge of \$196.00 on all connected rating units.
- (iii) Trade Waste bylaw charges (as listed in the Funding Impact Statement) if Trade Waste Charges are applicable,

10. GOODS & SERVICES TAX (GST)

GST has been added to the rates at the prevailing rate of GST and will be included in each instalment notice/tax invoice when it is raised.

11. INSTALMENTS, PENALTIES

Invoice Dates and Due Dates: There will be four instalments for rates assessed as follows:

		<u>Month of Invoice</u>	<u>Last Day to Pay</u>
(i)	1 st instalment	July 2021	20 th August 2021
(ii)	2 nd instalment	October 2021	22 nd November 2021
(iii)	3 rd instalment	January 2022	21 st February 2022
(iv)	4 th instalment	April 2022	20 th May 2022

Penalty Charges - Pursuant to section 57 and 58(1)(a) a penalty as listed below will be added to such part of each instalment of rates which remain unpaid on the due date as follows:

		<u>Penalty %</u>	<u>Date Penalty Added</u>
(i)	1 st instalment	10%	23 rd August 2021
(ii)	2 nd instalment	10%	23 rd November 2021
(iii)	3 rd instalment	10%	22 nd February 2022
(iv)	4 th instalment	10%	23 rd May 2022

Penalty on Arrears - Pursuant to section 58(1)(b)(ii) an additional penalty of 10% will be added to all rates remaining unpaid as at 30th June 2021. The penalty will be applied on 7th July 2021.

Roundings - The Rates Statements will be subject to roundings. The rates due will be calculated to the nearest cent but rounded to the nearest 10 cents for ease of payment.

Purpose

The purpose of this report is to set rates, due dates and penalty dates for the 2021/2022 year.

Context

The Local Government (Rating) Act 2002 (the Act) requires Council to adopt, by Council resolution, the rates it intends to set for the financial year. The rates for 2021/2022 can only be set once Council has adopted its 2021-2031 Long Term Plan (LTP) which includes the Funding Impact Statement for 2021/2022.

The resolution must also include (instalment) due dates for payment. The Act permits Council to apply penalties of up to 10% for payments not received by the due dates and for any arrears of previous year's rates. The penalty amount and dates must also be set by Council resolution.

The Act also requires that within 20 working days after making a resolution, the resolution must be made publicly available on the Council's website.

Strategic Policy and Legislative Implications

The statutory procedure for setting rates is contained in the Local Government (Rating) Act 2002 Section 23(1) and (2) which states as follows:

23 Procedure for setting rates

- 1) Rates must be set by a resolution of the local authority.*
- 2) Rates set by a local authority must—*
 - a) relate to a financial year or part of a financial year; and*
 - b) be set in accordance with the relevant provisions of the local authority's long term plan and funding impact statement for that financial year'*

The requirement to have an LTP is outlined in Section 93 of the Local Government Act 2002. The content of the LTP is set out in Part 1 of Schedule 10 of the Local Government Act 2002. The Funding Impact Statement for 2021/2022 is the Funding Impact Statement in the 2021-2031 LTP. Clause 15 of Schedule 10 details the requirements for that Funding Impact Statement.

Section 24 of the Local Government (Rating) Act 2002 requires that details of the rating period and payment dates be included in the resolution:

24 Due date or dates for payment

A local authority must state, in the resolution setting a rate,—

- a) the financial year to which the rate applies; and*
- b) the date on which the rate must be paid or, if the rate is payable by instalments, the dates by which the specified amounts must be paid.*

Significance, Engagement and Consultation

Under Council's Significance and Engagement Policy, a decision in accordance with the recommendation is considered to have a high degree of significance.

Members of the community have been provided with the opportunity to express their views in relation to Council's proposals for the 2021/2022 financial year via the 2021-2031 LTP consultative procedure.

Financial Considerations

The revenue generated from the rates that are set in this resolution reflects the rates funding required in the LTP budgets for 2021/2022. The Council will use the revenue that is generated to fund the services it delivers, as defined in the LTP. Rates are set according to statute, so correct procedure must be followed. If the rates resolution is not adopted, rates can't be levied and the activities and levels of service in year 1 of the LTP won't be fully funded.

Treaty considerations/Implications for Maori

No implications specific to Māori have been identified in relation to the recommendation to set the rates for the 2021/2022 year as per the 2021-31 Long-Term Plan. However, the projects and work programmes included in the LTP will benefit Māori, along with other members of our community.

Communications/Engagement Plan

Council must, within 20 working days after resolving to set the rates for the year, make the resolution publicly available on its website.

In relation to the 2021-2031 Long Term Plan itself, final decisions on key projects included in the 2021-31 LTP will be communicated to our community via the media and online. Copies of the 2021-31 LTP will be available within one month of adoption, as required by legislation.

Environmental/Climate Change Impact and Considerations

There are no direct environmental impacts/considerations relating to the decision to set the rates as per the 2021-31 Long-Term Plan. However, the Plan does include projects that take action to address environmental challenges including water resilience and climate change action.

To:	Her Worship the Mayor and Councillors
From:	Angela Jane, Manager Strategic Planning
Endorsed by:	Kathryn Ross, Chief Executive
Date:	30 June 2021
Subject:	2021 Local Government New Zealand Annual General Meeting: Remits
DECISION	
Recommendation:	That Council endorses the remits to the 2021 Local Government New Zealand Annual General Meeting.

Purpose

This report seeks Council to endorse the remits proposed in the Local Government New Zealand (LGNZ) 2021 Annual General Meeting Remits document.

Context

The Local Government New Zealand (LGNZ) remits are voted on at the LGNZ Annual General Meeting (AGM) on 17 July 2021. This year there are 7 remits. The full LGNZ 2021 Annual General Meeting Remits document is attached (see Attachment 1).

Proposed remits address current strategic issues. They have a national focus articulating a major interest or concern at the national political level.

Remits raised by a council must have formal support from at least one zone or sector group meeting or five councils prior to being submitted, as they must be relevant to local government as a whole. The proposed remits are then voted on by the councils in a ballot at the LGNZ AGM and require more than 50% support for LGNZ to advocate for them on behalf of the sector. Once passed, remits become official policy to be actioned by LGNZ.

Analysis and Advice

The table below outlines all 7 remits with advice on our proposed level of support for each.

LGNZ AGM REMITS: FEEDBACK AND ADVICE

No	Remit	Detail	Considerations	Advice
1	Tree Protection (Auckland Council)	Requests LGNZ advocate that the provisions added to the RMA restricting tree protection be repealed Repeal needed to restore the right of councils to adopt and enforce locally appropriate policies to protect trees in their district	Notable tree protection is provided for in the Wairarapa Combined District Plan.	Do not support Tree protection is provided for in the Masterton District in the Wairarapa Combined District Plan
2	Rating Value of Forestry Land (Gisborne City Council)	Requests that LGNZ request the Valuer General to amend the relevant legislation to allow for Local Government to address the growing disparities between the rating valuation of forestry land and other land uses.	Forestry land valuation methodology (for rating purposes) does need to be reviewed by the Valuer General. Aspects of the review could include taking full account of the income potential from the forestry land use and the investments that forest owners make in roading and harvest 'skid sites' that benefit second and third rotation forests.	Support Masterton's roading rates are based on land values. There is a clear link between forestry activity and impact on the roading network. The review of the valuation basis of forestry land versus other land uses should be supported.

3	<p>Funding of Civics Education (Hamilton City Council)</p>	<p>Requests that Local Government New Zealand (LGNZ) advocate to central government for provision of funding to enable Councils to engage in civics education for high school children.</p>	<p>Masterton District Council's main engagement with younger people is through the Wairarapa Youth Council. The Youth Council advocates and supports initiatives and activities for youth across the Wairarapa. Targeted funding enabling Council to further engage with schools would reach a broader group of young people. Council involvement could support and complement established material developed by the Ministry of Education and the Electoral Commission to assist schools running civics education available on its website. Currently the material is primarily focused on the general election, rather than local elections. This move would also align to wider education changes to incorporate local histories and voices into the education curriculum.</p>	<p>Support Masterton District Council supports this initiative to promote participation in local democracy. Our support in principle also aligns at a high level to our Education Strategy Te Hiringa i te Mahara.</p>
4	<p>Promoting local government electoral participation (Palmerston North City Council)</p>	<p>Requests that the power the Chief Executive has under the Local Government Act (42, 2 (da)) for "facilitating and fostering representative and substantial elector participation in elections and polls held under the Local Electoral Act 2001" be removed and placed with the Electoral Commission.</p>	<p>In the 2019 local election, Council undertook a campaign aimed at getting our community to enrol, to stand as candidates and to vote. Voter participation increased from around 45% in the 2013 election to around 49%. Part of the success of this campaign was the local aspect which may be lost if the</p>	<p>Do not support While not disagreeing with the Electoral Commission having a similar mandate, Masterton District Council does not support the proposal to change the current arrangements which clearly give the Chief Executive the responsibility to</p>

			<p>electoral commission is solely responsible for facilitating and fostering representative and elector participation. The campaign used recognisable, local people in promotions and also involved local businesses as ‘vote’ champions. Council also worked closely with local Electoral Commission staff, participated in the LGNZ Vote 2019 campaign and with a Wellington regional group to promote enrolment and make voting easier for those who commuted to Wellington.</p>	<p>facilitate representative and elector participation.</p> <p>The Council expects to work closely with local Electoral Commission staff in facilitating and fostering representative and elector participation for the 2022 election.</p>
5	<p>Carbon emission inventory standards and reduction targets (Palmerston North City Council)</p>	<p>Requests that LGNZ works with central government in a) developing consistent emission inventory standards for use by local and regional authorities, and b) setting science- based emissions reduction targets to support delivery on our National Determined Contribution (NDC) under the Paris Agreement and on our nationwide emissions budgets being established by government via advice from the Climate Change Commission.</p>	<p>Masterton District Council has raised, in many regional and national forums as well as in our submission on the Climate Change Commission draft report, the need for greater consistency in the methodology for the GHG emissions inventories. We also continue to raise issues of inconsistency in the carbon footprinting methodologies between different providers, including the methodologies used by the Ministry for the Environment itself.</p>	<p>Support</p> <p>Masterton District Council supports greater consistency of methodologies. We also support consistent standards, not just for the local and central government, but across the sectors.</p>

6	<p>WINZ Accommodation Supplement (Queenstown Lakes District Council)</p>	<p>Requests that LGNZ works with the Government to:</p> <ol style="list-style-type: none"> 1. Conduct an urgent review of the Work and Income New Zealand (WINZ) Accommodation Supplement (AS) system zones in partnership with Territorial Authorities. 2. Schedule a two yearly review of the WINZ AS system zones in partnership with Territorial Authorities ongoing. 	<p>Masterton is currently in AS system zone 3. The zones were last reviewed in 2017/18. Some increases to the supplement occurred in 2019 through the Government's Families Package (average increase from \$71 to \$98 a week). Since 2017, we have seen an increase to household costs across the board, including rental prices. Current average weekly rent in Masterton from \$268 per week in 2017 to \$323 (\$16,796 per annum). Our per capita income is \$34,171 (30,597 in 2017). In May 2021 2295 people received the AS.</p> <p>For lower income households, high housing costs relative to income are often associated with severe financial difficulty and can leave households with insufficient income to meet other basic needs such as food, clothing, transport, medical care and education.</p>	<p>Support in Principle</p> <p>In principle we support any increases of the AS through a review to better align with increased costs of living and increases to urban developments. It may have little impact for Masterton given our district is fully within a zone (Queenstown Lakes sits across two zones AS 1 and 4).</p> <p>Our support in principle aligns to our Social Wellbeing Strategy in <i>He Hiringa Tangata, He Hiringa Whenua</i>. Although the supplement does not address the issue of housing supply, it does start to address the issue of inequity.</p> <p>Further information is needed to: understand the impact on our local community. what ongoing involvement of Territorial Authorities looks like and how much capacity will be needed to support bi-annual reviews.</p> <p>We would want to see iwi/ hapū/ hapori Māori have a strong role in the proposed review by MSD.</p>
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7	<p>Liability – Building Consent Functions (Waikato District Council)</p>	<p>Requests that LGNZ works with Government to obtain legal protection/indemnity from the Crown in favour of all Councils, and/or to implement a warranty scheme, for any civil liability claim brought against a Council with regards to building consent functions carried out by Consentium (a division of Kāinga Ora), as any such costs should not be borne by ratepayers.</p>	<p>Councils, as BCA’s carry professional indemnity insurance. Litigation involving Councils in this area is increasing. Consentium may carry out BCA functions in a Council area, but Councils should not be able to be pulled into civil liability claims where they have not been the consenting authority. Consentium needs to carry it’s own professional indemnity cover and further protection for Councils would be indemnity from the Crown and/or a warranty scheme.</p>	<p>Support The remit will add a level of legal protection to Councils if they are pulled into a civil liability claim where Consentium is the BCA.</p>
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Strategic, Policy and Legislative Implications

The remits align with the intent of relevant Council policies and strategies, as described in the table above.

Significance, Engagement and Consultation

The decision has been assessed against Council's Significance and Engagement Policy and is considered to be of low significance.

Communications/Engagement

No communication or engagement plan is required as a result of this decision.

Financial Considerations

No financial implications as a result of this decision.

Implications for Māori

No implications for Māori have been identified.

Environmental/Climate Change Impact and Considerations

No direct implications as a result of this decision.

Next Steps

The LGNZ remits will be voted on at the LGNZ AGM on 17 July 2021.

2021 Annual General
Meeting
Remits

1

Tree Protection

Remit:	That LGNZ advocate that the provisions that were added to the RMA, that restricted tree protection, be repealed urgently and that this change be carried through into new resource management legislation, thereby restoring the right to councils to adopt and enforce locally appropriate policies to protect trees in their district. That LGNZ advocate to use the current RMA reform process to ensure these changes are carried through into new legislation.
Proposed by:	Auckland Council
Supported by:	Auckland Zone

Background information and research

1. Nature of the issue

The community have raised concerns about the loss of significant trees and urban canopy cover in Auckland, and the negative environmental impact this causes. The amendments to the RMA in 2012, which removed general tree protection, have limited council's ability to apply regulatory protections to trees on private properties.

Urban areas are suffering from a progressive and randomly located loss of tree cover or ngahere. This is causing a loss of quality of life amenity, loss of wildlife corridors and biodiversity, declining precipitation permeability, as well the loss of carbon sequestration and cooling effects of trees in urban settings. Auckland research shows this is not principally a consequence of intensification and development, but predominantly the overall net effect of individual decisions by landowners. The remaining tree protection tools available to councils, particularly the formal scheduling of individual or small groups of trees, are too complex, expensive, slow and limited to be effective in countering the loss of valuable trees and this progressive loss of tree cover.

The ability for councils to develop locally appropriate policies, such as Auckland's former General Tree Protection, needs to be restored urgently, and in the longer term, reflected in new legislation.

2. Background to the issue being raised

A well-managed, flourishing, and healthy urban ngahere has a wide range of evidence- based benefits and is increasingly essential in assisting our climate mitigation, adaptation and response work. The ngahere plays a significant role in contributing to positive urban amenity and creating a healthy living environment with many social, cultural, economic, and environmental benefits.

Urban Ngahere Strategy

Recognising these benefits, Auckland Council developed a strategy for Auckland's urban ngahere which was published in March 2019 [here](#).

The Urban Ngahere Strategy is the central policy vehicle for managing and growing Auckland's urban forest. The strategy aims to increase the knowledge of Auckland's urban ngahere and use that knowledge to protect, grow and maintain trees and other vegetation in Auckland's existing and future urban areas. It identified 18 high-level implementation actions to support the primary strategy outcome to increase the regional tree canopy cover average from 18.3 per cent to 30 per cent with no local board <15 per cent canopy cover, and recognised that collaboration, funding and partnerships are all fundamental to successful implementation.

Research to identify changes in urban ngahere canopy coverage in the Auckland Region between 2013 and 2016/2018 was undertaken by Auckland Council's Research, Investigations and Monitoring Unit (RIMU) with results published in the April 2021 report 'Auckland's urban forest canopy cover: state and change' (2013- 2016/2018). Revised April 2021 [here](#).

Key findings of the report can be summarised as follows:

- While urban canopy cover is 18 per cent, across the 16 urban local boards canopy cover ranges from eight to 30 per cent. Eleven of the 16 urban local boards met the minimum threshold of 15 per cent average canopy cover.
- Over the three- to five-year period, change in canopy cover was neutral: although a slight increase (0.6per cent) in cover was detected across all the local boards, it is likely within the margin of error (and not statistically significant). This is also well below the 30 per cent goal identified in the strategy.
- Net changes (difference between losses and gains) across the 16 urban local boards between 2013 and 2016/2018 ranged from minus 5 per cent to positive 9 per cent.
- The biggest net loss in terms of hectares was minus 129 hectares with the biggest net gain being positive 62 hectares.
- Initial analysis indicate that losses are widespread, but locations experiencing more losses than gains are typically privately-owned land and/or rural areas.
- Findings appear to indicate that height distribution of the canopy surface (2016/2018) is skewed toward the lower height classes with 75 per cent of the canopy surface being less than 10m and less than 5 per cent 20m or above.

RMA Amendments 2012

Council's ability to apply regulatory protections was deliberately limited by the RMA amendments in 2012 which prevented the use of general (or blanket) tree protection in urban areas. The intent was to reduce high transaction costs caused by the large number of resource consents required. An unfortunate consequence of this amendment was the exacerbation of the scale of tree loss across the region, particularly in urban areas, as identified by the RIMU key findings report.

Non-regulatory tools

Since the RMA amendments came into effect, councils have depended mainly on non-regulatory and private initiatives to control the removal of trees and vegetation on private properties. Examples include landowner advice and assistance with tree care and planting, community education and outreach programmes, raising awareness of the value and benefits of the urban ngahere, the Indigenous Biodiversity Strategy and the "Million Trees programme".

Regulatory tool – Auckland Unitary Plan

Council's main regulatory technique for managing and protecting the urban ngahere is the AUP. The Regional Policy Statement (RPS) within the AUP contains a number of objectives and policies relating to the natural environment, including trees. It recognises the importance of Auckland's distinctive natural heritage and the numerous elements that contribute to it, with trees being an integral component. The AUP contains rules relating to Significant Ecological Areas (SEAs), the schedule of Notable trees, and rules to limit the extent of vegetation removal in sensitive environments, like streams and coastlines. These regulatory tools apply to trees and vegetation on private properties but the protection they afford is specifically targeted to the issue they address. For example, to qualify as an SEA, a group of trees must satisfy robust ecological significance criteria and it can be difficult to justify the protection of individual trees or small groups of trees.

The influence of the Notable Tree Schedule to protect and increase urban canopy cover is also minimal given that the current 6,000 to 7,000 urban trees included in the schedule only represent a tiny fraction of Auckland's urban tree canopy cover. The purpose of the schedule is to protect Auckland's most significant trees. Any nominated tree or groups of trees need to meet specific criteria for protection, which include particular features such as botanical significance, amenity or historic value. Scheduling is not the appropriate mechanism to protect all urban trees worthy of protection. To attempt to use the schedule as a de facto form of general tree protection undermines its integrity and contributes to its devaluing.

Even where trees do meet scheduling criteria, the time and resources to enact the scheduling can be prohibitive. For example, nominations for an individual tree or group of trees to be included in the Notable Tree Schedule need to go through a full process under the Resource Management Act via a plan change. This is a significant process which involves professional assessment and a public submission process. The costs to council of adding trees into the schedule have been calculated at \$1484.00 (Attachment A). This reflects the process steps and expertise required to support the plan change process to enable the addition of trees into Schedule 10 of the AUP. These processes are also often very contentious, with strenuous opposition from reluctant landowners, further increasing costs and delays.

Limitations of current tools

The level of protection offered by the methods outlined above are not sufficient to be able to achieve Auckland Council's strategy goals and enjoy the benefits of a healthy urban ngahere outlined above. There is a need for better protection of trees in urban environments and in particular on private properties and/or rural areas where most losses seem to occur.

Trees make a positive contribution to Auckland's climate and environment. For example, the habitat value for mobile species, increasing carbon sequestration and reducing net greenhouse gas emissions. By enabling protection of additional trees from removal council would have the regulatory power required to ensure Auckland's urban canopy cover is maintained and increased over time. This would have further positive effects on Auckland's climate and environment by protecting additional trees from removal.

It is also important to recognise that urban tree protection need not affect growth and intensification goals. Urban tree protection simply prompts development proposals to design in context to site opportunities and constraints. Relaxing other controls such as height, coverage or yard setbacks frequently accompany tree retention outcomes from development.

3. New or confirming existing policy

Mayor Phil Goff has also advocated for greater tree protection on two earlier occasions and this remit proposal is consistent with his requests. The letters to Minister Parker are attached.

4. Does the issue relate to objectives in the current LGNZ business plan? How?

This issue relates to LGNZ's Environmental issues portfolio and Resource Management workstream. The solutions outlined in this remit align with and advance LGNZ's Vision and purpose.

Environmental (issues portfolio)

Leading and championing policy and working with central government, iwi and stakeholders to address the increasing impact of environmental issues, including climate change, the quality and quantity of New Zealand's freshwater resources, reducing waste and protecting biodiversity.

Resource Management (LGNZ workstream) This project seeks to:

Engage in the resource management reform process to ensure that the voice of communities continues to be central in how New Zealand's resources are used. Furthermore, a key focus will be to ensure that changes to the legislation work for urban, provincial and rural New Zealand remain enabling.

5. What work or action on the issue has been done

Urban Ngahere Strategy implementation update

An update on the implementation of Auckland's urban ngahere strategy outlining key initiatives and progress made towards strategy outcomes was presented to members of Auckland Council's Environment and Climate Change Committee in July 2020. The update provided a detailed overview of initiatives to improve the understanding of Auckland's urban ngahere (Knowing), to increase the urban ngahere canopy cover (Growing) and to preserve the urban ngahere (Protecting). The update report can be found [here](#).

Plan Change 29: Amendments to Schedule 10 of the AUP

Since the AUP became operative in part, Schedule 10 has been amended once via Proposed Plan Change 29 (PC29). PC29 amended errors and inconsistencies in the Schedule 10 text and maps. The intention of PC29 was to provide clarity for property owners about the location, number and species of scheduled tree(s) on the property. PC29 did not add to or re-evaluate existing trees on the schedule, the aim was only to ensure that the current Schedule 10 was correct and up to date and to improve the overall usability of the document.

At the time PC29 was presented to council it was proposed that nominations for additions to/removals from Schedule 10 would not form part of the plan change process. Any submissions for additions to/removals from the Schedule would be considered as a separate matter at a later date, when resources permit.

PC29 was notified on 15 August 2019 and the decision was notified on 28 January.

Grants

High-level action in the urban forest strategy: 14. Increase landowner grants and incentive programmes (eg heritage tree fund for private property owners)

Update July 2021:

Auckland Council administers several grants programmes for planting on private property, including:

- The Regional Environment and Natural Heritage Grant scheme (total funding \$675,000) – open to individuals, community groups, hapū, iwi, whānau, marae organisations, trusts and all other organisations that contribute to the protection and improvement of regional significant areas and/or promote efficient and sustainable resource use.
- The Community Facilitation and Coordination Fund (funded through NETR, total funding in 2018/19FY of \$4,740,000) – support local community groups to facilitate projects with a biodiversity/restoration focus.
- The Biodiversity Focus Areas Fund is currently being developed and is intended to support private landowners to manage and expand indigenous ecosystems on their property.
- Local Boards can provide funding for grants that can support smaller environment restoration groups.

Advocacy by Mayor Phil Goff

Auckland Mayor Phil Goff has advocated for greater tree protection through the current RMA reform process on two earlier occasions (letters to Minister Parker on 9 April 2019 (Attachment B) and 20 July 2020 (Attachment C)).

6. Any existing relevant legislation, policy or practice

There is currently no legislation or policy that offers the level of protection for trees on private land that this remit proposal seeks. The RMA prevents the use of District plan rules to protect trees unless they are described and the allotment is specifically identified by street address and/or legal description. While the restrictions don't apply to regional rules, these can only be used for s30 functions, which do not mandate general tree protection.

Provisions in the AUP (Regional Policy Statement B4.5. Notable Trees and D13.2 Notable Trees Overlay objectives) protect notable trees from inappropriate subdivision, use and development but do not guarantee their retention because the ability still exists to apply for consented removal and many other factors are considered as part of the application. Factors such as, attributes of the tree/s including identified values, the ability for development to accommodate the tree/s, alternative methods for retention and potential loss of values. Council currently considers consent applications for notable tree removals on a case by case basis in accordance with the provisions set out in the AUP.

7. Outcome of any prior discussion at a Zone or Sector meeting

Auckland Zone has formally resolved tree protection as a key priority and adopted to address this by way of a remit to be submitted to LGNZ for the 2021 AGM.

8. Suggested course of action

Repeal sections 76(4A) and 76(4B) of the RMA which were inserted by the Resource Management (Simplifying and Streamlining) Amendment Act 2009. Carry these changes through the RMA reforms and into new legislation.

Auckland Unitary Plan's Notable Tree Schedule (Schedule 10)



Memorandum

7 August 2020

To: Planning Committee, Environment and Climate Change Committee and Local Board Chairs

Subject: The current costs of adding trees to the Auckland Unitary Plan's Notable Tree Schedule (Schedule 10)

From: Teuila Young, Planner, Auckland-wide Unit, Plans & Places

Contact information: teuila.young@aucklandcouncil.govt.nz

Purpose

This purpose of this memo is to provide you information about the approximate current costs, timeframes and processes associated with adding trees to the Auckland Unitary Plan, Schedule 10 Notable Trees Schedule. It identifies possible efficiencies to reduce these costs. It also advises on interim changes to our website.

Summary

The costs to council of adding trees into the schedule of notable trees have been calculated at \$1484.00 per tree. This reflects the process steps and expertise required to support the plan change process necessary to enable the addition to trees into Schedule 10 of the Auckland Unitary Plan.

Possible methods for achieving cost efficiencies to this process have been considered however the costs will still remain largely unchanged.

Officers remain on track to report on this matter to Committee later this year so that consideration can be given to the timing of a full review of Schedule 10 in the context of resource constraints and priorities.

The council website will be updated to alert people to the fact that the nomination of a tree for protection does not automatically protect a tree and that a plan change is needed for this to occur. The website will then be updated again later this year once direction is received from Committee on the timing of a plan change to review Schedule 10.

Context

1. At the Environment and Climate Change Committee meeting on 21 July 2020, you requested a memo about the estimated \$1500 cost for each tree included within the Auckland Unitary Plan (AUP).
2. Prior to the creation of the AUP, each legacy council had its own schedule which listed heritage/notable trees or groups of trees. These were evaluated using different sets of criteria (depending on the council involved) at the time that they were included in the legacy district plans. As part of the development of the Proposed Auckland Unitary Plan (PAUP) these schedules were consolidated. 519 submissions were received seeking additions to the PAUP schedule and 60 submissions were received seeking deletions.
3. The decisions council made in response to the recommendations from the Independent Hearings Panel (IHP) added several trees to Schedule 10 and several trees were removed.
4. The PAUP submissions seeking additions to Schedule 10 remain in a database along with new nominations received since 2016 for trees to be added to the schedule. As at 5 August 2020, a

further 68 unsolicited nominations for trees to be added to the Schedule have been received. These are proposed to be considered as part of a future plan change process for additions to Schedule 10.

5. Since the AUP became operative, Schedule 10 has been amended once via plan change 29 (PC29). This only included correcting errors such as mapping (e.g. tree identification is mapped at the wrong location), incorrect information in the Schedule (e.g. address and/or legal description is incorrect, the number of trees is missing/incorrect, the botanical and/or common names are incorrect or do not align), or items missing from the schedule or included in error. This process is currently ongoing and the hearing of submissions on PC29 is scheduled for 18 September 2020.
6. At the time PC29 was approved for notification by the Planning Committee, it was resolved that nominations for additions and/or removal of trees do not form part of the plan change process.
7. Subsequently the Environment and Climate Change Committee noted (resolution ECC/2020/30) that staff will consider the timing of a full review of Schedule 10 – Notable Trees in the context of resourcing constraints and priorities and report back to Planning Committee.

Process, timeframes and cost

8. It is difficult to quantify the cost of scheduling trees because there are many contributing factors. For the purpose of this exercise it has been necessary to make some key assumptions. These are outlined below:
 - The scope of any potential future plan change is limited to additions of new trees to Schedule 10 and excludes the re-evaluation of existing listings.
 - There are no duplications in the 587 nominations.
 - The 587 nominations are all individual trees and there are no groups of trees proposed to be evaluated or scheduled through this process as this would increase the timeframes and resources associate with a future plan change. All 587 nominations would be evaluated and proceed through a plan change.
 - Council would not be publicly calling for new nominations as part of this process, as timeframes and resources would correspondingly increase.
 - Required Plans & Places staff and specialists have available capacity to complete this work. This assumption relies on the ability to recruit to the Heritage Arborist vacancy given Emergency Budget constraints.
 - That arboricultural consultants can be used to backfill the Heritage Arborist roles so they can undertake the review and assist where required.
 - Calculations are limited to the 587 items¹ for consideration. If many new nominations for both additions and removals were considered as part of this process, timeframes and resources would correspondingly increase.
 - Staff costs are taken from the mid-point of each role's salary band.
9. Based on the information provided in Attachment A, coupled with the assumptions applied to the data, the current cost to schedule 587 trees is \$871,000 (including ongoing Schedule maintenance costs for up to 12 months – this includes input on consents, monitoring conditions, attendance at notified hearings). It is estimated that from start (Step 2) to finish (Step 6), the process of adding trees to Schedule 10 and making the plan change operative would take between 34 to 42 months. Based on this information, the estimated average cost of scheduling

¹ 519 additions to the schedule were requested through the PAUP process and 68 nominations for additions have been received since 2016

a single tree is currently \$1484.00. It is important to note, that it would be both cost and time efficient if additions to Schedule 10 occurred by evaluating large batches of tree nominations at once rather than individually and the cost of scheduling "per tree" does not adequately reflect the scale of the process.

10. Tree schedules are highly dynamic and are not as easily maintained as other AUP schedules which are static (e.g. Outstanding Natural Landscapes Overlay Schedule, Outstanding Natural Features Overlay Schedule) meaning that they fall further out of date over time. This is because (given the large number of properties it affects) subdivision, development and consents for removal/alteration as well as emergency works affect the description of listings on the Schedule. Updates will therefore be required, and errors will still be identified from time to time given the number of listings contained in the Schedule. To update Schedule 10 requires a plan change at cost to the ratepayer and the larger the number of items on the Schedule the more complex a maintenance plan change would have to be. These changes cannot be addressed through any other process.
11. If the decision was made to invite submissions on trees that may merit inclusion in the Schedule, this could precipitate a review of the current Schedule 10 listings. This would substantially increase the cost and timeframe required to deliver the plan change (that initially only sought to add trees) significantly. Given that a number of the current scheduled trees would not meet the criteria under the AUP (i.e. weed species or damaged/dead tree) it is also possible that the number of currently scheduled trees would be reduced. New nominations would also not have immediate legal effect (ie no immediate protection) under s.86B of the RMA so those trees would be under threat of removal until a decision on the plan change is publicly notified.
12. Potentially, there are two council grants available to assist with the ongoing maintenance of notable trees on private property, the individual Local Board grants and Regional Historic Heritage grant. However, the funding criteria for the Local Board grants is at their discretion and may not include scheduled trees as a priority for funding. Funding is available for notable trees under the Regional Historic Heritage grant however, it is important to note that this grant has been oversubscribed.

Possible efficiencies

13. Possible methods for achieving cost and time efficiencies for future additions to Schedule 10 have been considered below:
 - Approaching other areas of council for assistance, such as Consents and Community Facilities arborists to reduce the external cost for consultants. However, consultants would still be required if the scope of the plan change extended beyond the addition of 587 existing nominations. The process would require the timeframes outlined in paragraph 9 above.
 - Creating a system prioritising the 587 nominations by only considering against a single criterion (as per the evaluation form found on page 11 of Attachment B). For example, limiting evaluation out in the field to only those which have heritage significance as indicated by the nominator. In terms of heritage specialist time these could be evaluated in conjunction with other work being done on site. This approach could possibly create cost and time savings in the evaluation of nominations stage when addressing heritage significance. However, it would not affect the cost of the remaining steps in the schedule 1 process. Also, assessing trees against a single criterion would potentially not provide a robust assessment and other criteria would need to be assessed moving forward and thus the cost and time would be multiplied for each assessment criterion.
 - Undertaking the work in tranches as opposed to one large plan change. This would still require a process which may be inefficient as it would require several plan changes over the course of several years and may likely be perceived as unfair in terms of which trees are scheduled first when compared with other equally meritorious trees. The cost and time of the process would be multiplied by the number of plan changes required to

3

schedule the nominated trees. Piecemeal reviews may also not provide an opportunity to be more strategic in addressing the unequal distribution of tree cover across the region.

- General tree protection. Currently the schedule protects an extremely small number of trees in comparison to what general tree protection could. RMA reform Panel recommendations are silent on the matter of general tree protection (and s76(4A)) and whether the new system should specifically rule out the use of the general tree protection district rule.

14. The costs per tree of scheduling will remain high even after the consideration of possible efficiencies. As mentioned in paragraph 7, on 21 July 2020 the Environment and Climate Change Committee resolved that a report on the full review of the Notable Trees Schedule 10 be provided to the Planning Committee. It is likely that that report will be taken to either the October or November 2020 Planning Committee meetings. That report will provide a fuller consideration of all alternatives alongside a full review of Schedule 10.

Current nomination webpage

15. Currently the Auckland Council website contains nomination information required to nominate a tree or group of trees to be scheduled. It does not outline the timeframe it takes to complete this process. It also does not state that trees or groups of trees are not given automatic protection when they are nominated, though this information is provided in the guidance document (Attachment B). Please see Attachment C for the current wording on the website. A interim amendment is to be made to this wording to alert people to the delays between their nominations being received and a change being made to the AUP (including the Hauraki Gulf Islands District Plan). Longer term, once the Planning Committee resolve a way forward in relation to the notable trees schedule, further changes to the text can be made to the website.

16. The following wording is proposed to be inserted on the webpage:

Please note that the nomination process does not afford automatic protection. Any new trees or groups of trees nominated for inclusion to the schedule need to go through a full process under the Resource Management Act via a Plan Change, and this is quite a significant process which involves professional assessment and a public submission process. Any nominated tree or groups of trees need to meet specific criteria for protection, which include features such as botanical significance, amenity or historic value. There is currently no plan to initiate a plan change that enables the public to nominate new trees for inclusion on the Schedule, although there may a process like that in the future. Completing the nomination form would be a positive course of action for you to take so that we have the details of the tree (or group of trees) on file should a plan change to add trees to the Schedule of Notable Trees be commenced.

Next steps

17. A report on a full review of Schedule 10 Notable Trees Schedule will be reported back to Planning Committee in either October or November.
18. The Notable Trees web page will be updated to include wording which reflects the delay between nominations of trees or groups of trees and scheduling. This change will be made by the end of this month.

Attachments

Attachment A: Process, timeframes and cost of adding trees to Schedule 10 spreadsheet

Attachment B: Guidance for Nominating a Notable Tree for Evaluation

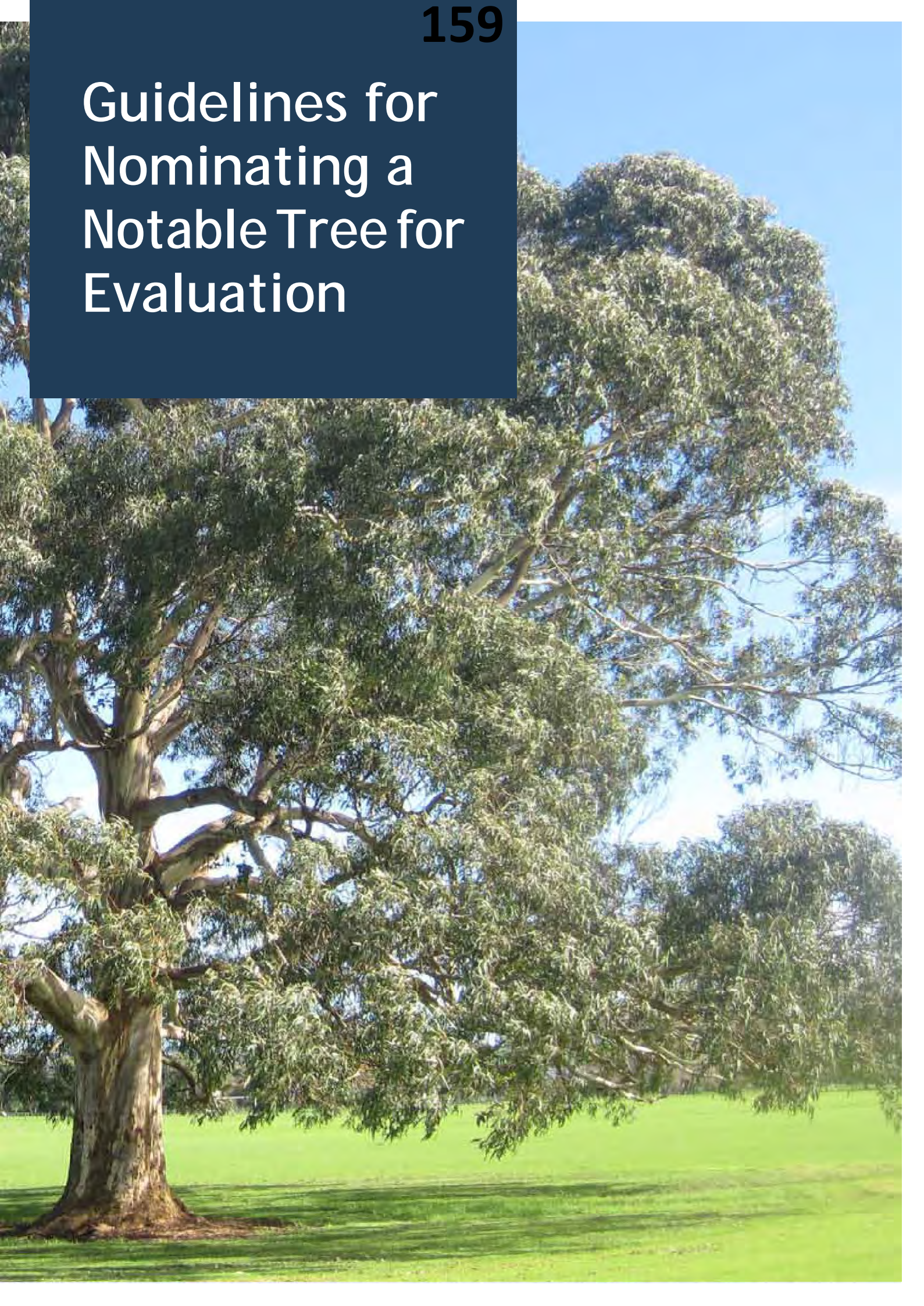
Attachment C: Current Auckland Council webpage regarding Notable Tree nominations

Attachment D: Resource consent fee schedule associated with Notable Trees

Process, timeframes and cost of adding 587 trees to Schedule 10 Notable Trees

Step	Process	Timeframe Estimate +/- 2 months	Explanation	Staff resource required	Estimated cost +/- \$1000
1	Nomination	NA - administrative task which requires minimal staff time	Currently a nomination can be made by completing the nomination form and emailing it to the Plans and Places Heritage Information team.	NA - administrative task which requires minimal staff time	NA
2	Evaluation of trees held in the nomination database	6 - 10 months	This calculation is based on 587 existing tree nominations. It is estimated that for a single tree it would take 30-45 minutes onsite evaluation. A group of trees could potentially take longer than 1 hour. Additionally, travelling in between sites will add time. For the purpose of this exercise travel time is being calculated at 20mins between sites. There is also a significant amount of preparation work that needs to take place before onsite evaluations can be conducted. This preparation work involves notifying affected landowners and residents, preparing site sheets, desktop analysis of any existing information available on file.	Senior planner (0.5 FTE) Planner (0.5 FTE) 2 x Arborists (1.0 FTE)	\$203,000
3	Preparation of a plan change Section 32 evaluation report Scope Reporting	3-4 months		Senior planner (0.8 FTE) Planner (0.5 FTE) Arborist (0.2 FTE)	\$56,000
4	Notification Submissions & further submissions Evaluation of submissions and any supporting information provided by submitters in relation to nominated trees	16-18 months	This cost of notification letters for 587 property owners and 587 residents at \$1.30 per letter comes to a total cost of \$1526. This cost is included in the total. Evaluation of submissions on plan changes of this nature require significant amount of time as they often involves site visits and in-depth desktop analysis in order to determine the accuracy of information provided in the submission.	Senior planner (0.8 FTE) Planner (0.5 FTE) 2 x arborists (0.5 FTE)	\$327,000
5	Mediation hearing, reporting, public notification of decisions etc.	3-4 months		Senior planner (0.8 FTE) Planner (0.5 FTE) 2 x arborists (0.5 FTE)	\$78,000
6	Appeal period (appeals to Environment court, approval of plan change, make plan change operative or operative in part)	6 months +		Senior planner (0.8 FTE) Planner (0.5 FTE) 2 x arborists (0.5 FTE)	\$115,000
7	Maintenance and delivery of a larger schedule (heritage inventory team, arborist input, not just consents but also monitoring conditions when arborist is required on site to supervise, attendance at notified hearings etc.)	Ongoing	Calculations are based on 12 months of maintenance and delivery.	Arborist (0.8 FTE) Planner (0.1 FTE)	\$92,000
Total process cost					\$871,000
Cost per tree					\$1,484.00

Guidelines for Nominating a Notable Tree for Evaluation



Nomination Guidelines

These guidelines outline the requirements for nominating a notable tree for evaluation by Auckland Council for inclusion on the region's Notable Tree Schedule. This document will assist you in completing and submitting the nomination form.

Nominating a tree

Any person or organisation may nominate a tree or group of trees for evaluation by completing and submitting the nomination form.

Before you submit a nomination, please read these guidelines to check whether nomination is appropriate, and to ensure that you complete the form correctly. You should only nominate a tree or group of trees if you consider it has significant value and would be a worthy addition to Auckland's Notable Tree Schedule.

Purpose of evaluation

The purpose of this evaluation is to identify notable trees for inclusion in Auckland's Notable Tree Schedule, or for other appropriate management to protect the tree such as a legal covenant.

Nomination of a tree or group of trees does not automatically guarantee that it will be evaluated or considered for scheduling. Priority will be given to nominations for trees on the nominator's property or on public land (open space, reserves or streets) and to those that are not already scheduled as part of a Significant Ecological Area. Priority will also be given to nominations that clearly identify the values of the tree and are supported by relevant background information. Therefore you are encouraged to make a persuasive case for the significance of the tree.

What is a Notable Tree?

Practically all trees play important economic, environmental and social roles in any district of New Zealand. However, some trees are often thought of as being of greater value than others. That is, there are some specimen trees, or groups of trees, that stand out as being notable, significant or distinguished. It is those trees that, for various reasons, are selected by territorial local authorities, throughout New Zealand, for inclusion on a notable tree schedule in a district plan. Through this mechanism they gain greater legal protection.

Notable trees are generally those that a community or nation regard as being of special importance because they commemorate important events in a nation's history, are exceptional or unique examples of a species, are critical to the survival of other species or are of such age, stature, character and visibility that they are regarded as the best in the district.

What is the Notable Tree Schedule?

Auckland's Notable Tree Schedule is a list of significant trees or groups of trees in the Auckland region. Inclusion of a tree or group of trees in the Schedule means that:

- It has been officially recognised by the Auckland Council as being a Notable Tree
- It is protected by provisions in district or unitary plans to ensure it is not damaged or destroyed
- It may be eligible for grants and other incentives.



Criteria for scheduling Notable Trees

Auckland Council has proposed criteria for evaluating the importance of trees and the level of significance required to be considered for inclusion in the Notable Tree Schedule. There are three types of criteria: Special factors (stand alone), Negative factors and Tree Specific factors.

The special factor criteria are stand alone which means that if a tree or group of trees meets any one criterion then it is deemed notable. The tree-specific criteria require a cumulative assessment. That means, for a tree or group of trees to be notable, it must have a cumulative score of 20 or more out of 40 using the scoring systems described in Appendix 1.

Both the special factor and tree-specific criteria are used in combination to determine whether a tree or group of trees is notable. A tree will be notable if it meets only one of the special factors or the score threshold for tree-specific criteria.

In addition, the assessment against the Special factor and tree-specific criteria is then balanced by taking into account the potential negative effects of the tree. In situations where negative effects occur then these must be offset against the benefits of protecting a notable tree. This methodology does not provide a definitive way to make this decision but it relies on the expertise of trained arborists assessing the risk of the negative effects occurring and the overall significance of the tree. The critical part of this assessment is determining whether the hazard or negative effects are unmanageable. Most hazards and all nuisance effects can be managed but in instances where they are unmanageable a tree will not be scheduled as notable. Pest plants listed in the Regional Pest Management Strategy or Plan will not be scheduled.

Special Factors (stand alone)

A. Heritage

- Is associated with or commemorates an historic event (including Maori history or legend)
- Has strong public associations or has an historic association with a well known historic or notable figure
- Is strongly associated with a local historic feature and now forms a significant part of that feature

B. Scientific

- Is the only example of the species in Auckland or the largest known specimen of the species in Auckland (including height and lateral spread) (only applies to individual trees)
- Is a significant example of a species rare in Auckland or a native species that is nationally or regionally threatened (as assessed by the Department of Conservation (DOC) or on the regional threatened species list)
- Has outstanding value because of its scientific significance

C. Ecosystem service

- Provides critical habitat for a threatened native species population e.g., bats, chevron skinks, kiwi, yellow mistletoe etc

D. Cultural

- Demonstrates a custom, way of life or process that was common but is now rare, is in danger of being lost or has been lost
- Has an important role in defining the communal identity and distinctiveness of the community through having special symbolic, spiritual, commemorative, traditional or other cultural value or represents important aspects of collective memory, identity or remembrance, the meanings of which should not be forgotten
- Is a landmark, or marker that the community identifies with

E. Intrinsic

- Is intrinsically notable because of a combination of factors including the size, age, vigour and vitality, stature and form or visual contribution of the tree or group of trees

Negative Effects

F. Negative effects

- Are there any matters that may weigh against the tree's long term protection at this location?
- Does the tree present negative impacts upon human health and / or property?
- Are these negative effects manageable through arboricultural or property management means?
- Is the tree species listed in the Regional Pest Management Strategy as a Total Control or Containment Plant or listed under the Biosecurity Act 1993 as an Unwanted Organism?

Tree-specific factors (see below for scoring)

G. Age and health

- Is notable because of its age (e.g., the oldest of its species in Auckland) and there is something about the vigour and vitality of the tree or group of trees which makes it notable given other factors (such as its age)

H. Character and form

- Is an exceptional example of the species in character and/or form (i.e., text book shape or has a particular relationship with its environment) or attributes that makes it unique

I. Size

- It is an exceptional size for the species in this location (including height, girth or lateral spread)

J. Visual contribution

- It makes a significant contribution to the visual character of an area or to the vista from elsewhere in Auckland



Thresholds

When applying tree-specific factors to groups of trees an average assessment for all trees in the group should be used. At least one individual in a group must be scheduled independently as notable and all trees in the group must be physically close to each other or form a collective or functional unit through meeting at least one of the following criteria: 1. Canopies touch; 2. Canopies overlap; 3. Canopies are not further than 5 metres apart.

To be considered eligible for inclusion in Auckland's Notable Tree Schedule, a tree or group of trees must meet at least one of the special factor criteria or achieve a score of 20 or more for tree-specific criteria.

Other tree specific factors are also taken into account in the decision to recommend a tree for scheduling. Sometimes scheduling is not the most appropriate way of protecting an important tree. For example, it may be part of a significant indigenous plant community and it would be more appropriate to schedule as a Significant Ecological Area (SEA) or it may already be within one of these SEAs and therefore a lower priority for evaluation. The final decision over whether to schedule a notable tree or group of trees is made by the Council after assessing the information obtained from this process.

What trees can be nominated?

Any tree or groups of trees may be nominated including those in towns, streetscapes and settlements, gardens, trees and plantings or they may be naturally occurring trees in parks, reserves or covenants.

Frivolous or vexatious nominations will not be accepted including nominations for:

- Any tree or groups of trees that has been planted and is less than 20 years old, other than in exceptional circumstances
- Moveable or portable trees such as those in planter boxes.
- Any tree that cannot be accurately located or identified.

Priority will be given to trees nominated for inclusion in Auckland's schedule of Notable Trees that occur on the property of the nominee or in a public reserve. Detailed nominations supported with good information will have an increased chance of being processed quickly for acceptance into the schedule and will be peer reviewed. Nominations providing limited information, or those for trees on another person's private property will be processed as and when resources are made available.



Completing the nomination form (see Appendix 1)

Before completing the form

Before you complete the nomination form (see Appendix 1) you should check your existing Notable Tree Schedule to ensure that the tree or group of trees is not already scheduled.

Completing the form

You are encouraged to complete and submit the nomination form in electronic format. You can download an electronic copy of the form from the Auckland Council website (<http://www.aucklandcouncil.govt.nz>)

Section 1 (Contact details)

We need to be able to acknowledge receipt of your nomination, verify information if needed, and keep you informed. We cannot accept anonymous nominations.

Section 2 (Address)

We need to know where the tree is. If it doesn't have a street address, you can provide the legal description or grid reference (using NZ Transverse Mercator coordinates). You can access these through the council's GIS viewer: <http://maps.aucklandcouncil.govt.nz/aucklandcouncilviewer/>

Legal description: use the 'identify' button on the toolbars on the right of the screen Grid reference: go to Tools/capture map coordinates. Print out and attach an aerial photo of the site with the tree clearly circled. If there are multiple trees please show where each tree is located.

Section 3 (Owner/occupier)

Complete this section if you have access to this information.

Section 4 (Description)

You should include a description of the tree and its location. For example provide a description of the estimated height, age, species and context for the tree.

Section 5 (Threats)

It is useful to identify known threats to the tree, because this will assist in prioritising nominations. For example, pressure from development, risk of being removed to create views etc.

Sections 6-8 (Treespecific and special factors and negative effects)

You should evaluate the tree or group of trees against each of the criteria. This will be the primary means by which we will evaluate a tree.

Section 9 (Conclusions)

Summarise your conclusions about the tree or group of trees here.

Further assistance

If you need assistance with the form, please contact the Council's Heritage team by email at heritage@aucklandcouncil.govt.nz

Please complete the form in as much detail as possible.

Frequently Asked Questions

Can I provide information in confidence?

Generally not. Evaluation of Auckland's heritage is a public process. All members of the public, including the owner of a tree, are entitled to access all information held by the Council on a property. Councils are only required to restrict access to sensitive information about places of significance to tangata whenua as this is a statutory requirement under the Resource Management Act 1991. All other information relating to a property is public information, and is therefore available to members of the public upon request. If you have concerns about providing information that is, or may be sensitive or subject to copyright, you should discuss this with staff in the Council's Heritage Unit before providing the information.

What about my personal details?

The Council has a responsibility to comply with the Privacy Act 1993 and the Local Government Official Information and Meetings Act 1987. All information provided to, and held by Council as public records, is public information and is subject to disclosure upon request unless there are reasons why it should not be disclosed. If you have concerns, you should refer to the relevant Acts, and seek independent advice.

What if I don't have the time or knowledge to provide all the information you require?

The more supporting evidence you can provide the better. Nominations that lack sufficient information may be assigned a low priority for evaluation. You could approach your Local Board, botanical society or other community group to assist with the nomination or to make it on your behalf.

Why can't the Council evaluate all nominated trees?

The process of evaluating trees requires specialised personnel and resources. As well as public nominations, the council identifies potentially significant trees through its own work. All nominations receive an initial appraisal. Those that are unlikely to meet the significance thresholds or lack sufficient information will be assigned a low priority or may not proceed. In some cases nominated trees have been previously evaluated, so unless new information becomes available they will not be re-evaluated.

What is the best format for sending information to the Council?

Electronic files are preferred. Original photographs or documents should be scanned or copied. If you have large files (over 10MB) send them in parts or convert them to smaller file sizes (e.g. by converting them to PDF files) or copy them onto a CD.

Can I protect my tree even if my tree is not notable?

If you have a tree and you think it is special but is unlikely to be scheduled as notable then there are alternatives to enable its protection such as a private legal covenant.

Notable Tree Nomination Form

This nomination form is to be used for assessing trees or groups of trees. When applying tree-specific factors to groups of trees an average assessment for all trees in the group should be used. At least one individual in a group must be scheduled independently as notable and all trees in the group must be physically close to each other or form a collective or functional unit through meeting at least one of the following criteria: 1. Canopies touch; 2. Canopies overlap; 3. Canopies are not further than 5 metres apart.

Section 1: Your Contact Details

Section 2: Address of the tree

Section 3: Owner/occupier

Section 4: Description

Section 5: Threats to the tree

Section 6: Tree-specific factors (see following page for scoring)

A tree can be scheduled as Notable if it achieves a score of 20 or more

	Score (see explanatory notes)	Comments
<p>Age and health Is notable because of its age (e.g., the oldest of its species in Auckland) and there is something about the vigour and vitality of the tree or group of trees which makes it notable given other factors (such as its age)</p>	<input type="checkbox"/>	
<p>Character and form Is an exceptional example of the species in character and/or form (i.e., text book shape or has a particular relationship with its environment) or attributes that makes it unique</p>	<input type="checkbox"/>	
<p>Size It is an exceptional size for the species in this location (including height, girth or lateral spread)</p>	<input type="checkbox"/>	
<p>Visual contribution It makes a significant contribution to the visual character of an area or to the vista from elsewhere in Auckland</p>	<input type="checkbox"/>	
<p>Section 7: Negative effects</p> <p>Are there any matters that weigh against the tree's long term protection at this location?</p>		
Hazard and negative effects	YES	NO
Does the tree present negative impacts upon human health and / or property?	<input type="checkbox"/>	<input type="checkbox"/>
Are these negative effects manageable through arboricultural or property management means?	<input type="checkbox"/>	<input type="checkbox"/>
Is the tree species listed in the Regional Pest Management Strategy as a Total Control or Containment Plant or listed under the Biosecurity Act 1993 as an Unwanted Organism?	<input type="checkbox"/>	<input type="checkbox"/>

Scoring of tree specific factors

These scoring systems are to be used when evaluating a tree against the tree-specific factors in Section 6 (see page 10).

Age and health

Vigour and vitality	High	3	5	6	8	10
	↑	2	4	6	8	8
		2	4	6	6	7
		2	4	4	5	5
Low	2	2	2	3	3	
	Age in Years	<40	41-60	61-80	81-100	>100

This scoring system should be used when assessing the age and health of a tree. It allows for trees that are old and healthy to score much more highly than trees that are either unhealthy or young. The degree of vigour and vitality for any tree is assessed given the age of the tree. Therefore, a tree that is over 100 years old and showing high vigour and vitality, for a tree that age, will score a 10.

Character or form

Not exceptional	0
Exceptional example locally	5
Exceptional example in Auckland	10

This scoring system should be used when assessing the character or form of a tree. It allows for trees that are exceptional examples at two spatial scales (from local to Auckland-wide) to score more highly than trees that are regarded as normal.

Size

Average size for the species in this location	0
Greater than average size (up to 25% larger)	5
Substantially greater than average size (>25% larger)	10

This scoring system should be used when assessing the size of a tree (including height, girth and lateral spread). It allows for trees that are larger than would be expected (on average) for a particular location to be scored more highly than trees that are at, or close to (or below), their average height.

Visual contribution

In backyard or gully	2	e.g. fewer than 100 people see the tree daily
Local park/community/ beside minor road or feeder road/catchment	5	e.g. between 100 and 5000 people see the tree daily
Main Road/motorway or highly visible landform	10	e.g. more than 5000 people see the tree daily

This scoring system should be used when assessing the visual contribution of a tree. It allows for trees that are seen by more people on a daily basis to score more highly than trees that are rarely seen.

Section 8: Special factors (stand alone)

For a tree to be scheduled or Notable it needs to meet only one of these special factors

	YES	NO	Comments	
Heritage				
Is associated with or commemorates an historic event (including Maori history or legend)	<input type="checkbox"/>	<input type="checkbox"/>		
Has strong public associations or has an historic association with a well known historic or notable figure	<input type="checkbox"/>	<input type="checkbox"/>		
Is strongly associated with a local historic feature and now forms a significant part of that feature	<input type="checkbox"/>	<input type="checkbox"/>		
Scientific				
Is the only example of the species in Auckland or the largest known specimen of the species in Auckland (including height and lateral spread) (only applies to individual trees)	<input type="checkbox"/>	<input type="checkbox"/>		
Is a significant example of a species rare in Auckland or a native species that is nationally or regionally threatened (as assessed by DOC or on the regional threatened species list)	<input type="checkbox"/>	<input type="checkbox"/>		
Has outstanding value because of its scientific significance	<input type="checkbox"/>	<input type="checkbox"/>		
Ecosystem service				
Provides critical habitat for a threatened native species population e.g., bats, chevron skinks, kiwi, yellow mistletoe etc	<input type="checkbox"/>	<input type="checkbox"/>		
Cultural				
Demonstrates a custom, way of life or process that was common but is now rare, is in danger of being lost or has been lost	<input type="checkbox"/>	<input type="checkbox"/>		
Has an important role in defining the communal identity and distinctiveness of the community through having special symbolic, spiritual, commemorative, traditional or other cultural value or represents important aspects of collective memory, identity or remembrance, the meanings of which should not be forgotten	<input type="checkbox"/>	<input type="checkbox"/>		
Is a landmark, or marker that the community identifies with	<input type="checkbox"/>	<input type="checkbox"/>		
Intrinsic				
Is intrinsically notable because of a combination of factors including the size, age, vigour and vitality, stature and form or visual contribution of the tree or group of trees	<input type="checkbox"/>	<input type="checkbox"/>		

Section 9: Conclusions

Include your final assessment of whether or not the tree is notable and any additional comments. Note that under the Tree-Specific factors, a score of 20 or more is needed before it can be scheduled or Notable.

Guidelines for notable tree evaluation

To find out the criteria for evaluating the importance of trees and their level of significance, see the Guidelines for nominating a notable tree for evaluation document.

You could ask your local board, botanical society or another community group to help you with the nomination, or to make it on your behalf.

@Guidelines for Nominating a Notable Tree for Evaluation

PDF download 1.6 MB

You cannot nominate pest plants listed in the [Regional Pest Management Strategy](#).

How to nominate a notable tree for evaluation

- By email

Read the guidelines document and complete the nomination form contained in it.

Email the completed form to the heritage unit at heritage@aucklandcouncil.govt.nz.

@Guidelines for Nominating a Notable Tree for Evaluation

PDF download 1.6 MB

Fees and charges

Consenting and property information fees and charges

Effective from 1 July 2020



Find out more: phone 09 301 0101
or visit aucklandcouncil.govt.nz



Auckland Council has reviewed fees and charges for the 2020/21 year.

The following notes should be read in conjunction with the schedule of fees and charges.

- All fees and charges are inclusive of GST at the rate of 15%.
- All fees and charges are in effect from 1 July 2020.
- While Council has aimed to provide a complete and accurate schedule of charges, if any errors or omissions are identified, charges will be calculated by reference to the appropriate underlying authority/resolution. Council reserves the right to vary and introduce fees and charges at its discretion.



Building consent fees					
Type	Description	Base Fee/ Fixed Fee*	Processing deposit	Inspection deposit	Total
Pre-application meeting	Pre-application: standard	\$311*			\$311
All other building applications	Pre-application: complex	\$311			\$311
	Project value up to \$4,999	\$790*		\$340	\$1,130
	Project value \$5,000-\$19,999		\$1,200	\$680	\$1,880
	Project value \$20,000-\$99,999		\$2,000	\$850	\$2,850
	Project value \$100,000-\$499,999		\$3,200	\$1,530	\$4,730
Amended plans	Project value \$500,000-\$999,999		\$5,000	\$2,040	\$7,040
	Project value \$1,000,000 and over		\$7,200	\$2,550	\$9,750
	Amended building consent applications: project value up to \$19,999		\$400		\$400
Code Compliance Certificate (CCC)	Amended building consent applications: project value \$20,000-\$99,999		\$700		\$700
	Amended building consent applications: project value \$100,000 and over		\$1,200		\$1,200
	Project value up to \$19,999	\$200			\$200
Certificate of Acceptance	Project value \$20,000 and over	\$595			\$595
	Project value up to \$19,999 <i>Note: Prosecution and Infringements may also apply for work undertaken without consent</i>	\$1,200		\$170	\$1,370
Building application	Project value \$20,000 and over <i>Note: Prosecution and Infringements may also apply for work undertaken without consent</i>	\$2,000		\$170	\$2,170
	Building application: national multiple use approval (based on project value \$0-\$499,999)		\$1,309	Based on project value	\$1,309
Building inspections ^o	Building application: national multiple use approval (based on project value \$500,000 and over)		\$2,726	Based on project value	\$2,726
	Building inspection per standard 45 minutes (include factory audits). Additional time charged by the hour			\$170	\$170

Building consent fees					
Type	Description	Base fee/ Fixed Fee*	Processing deposit	Inspection deposit	Total
Building inspections- same day cancellation	Fee for building inspections cancelled after 12pm the day before the inspection booking	\$170*			\$170
Fire engineering briefs (new)	Fire engineering brief meeting, limited to one hour (hourly rates apply thereafter)	\$311			\$311
LINZ registration (Land Information New Zealand)	Where land is subject to natural hazards, or when building is across more than one lot	\$377*			\$377
Solid fuel heating appliances (fee per appliance)	If installed by an approved installer** providing a producer statement	\$280*			\$280
Solar water or heat pump water heating devices (fee per device)	Wetback (plus one inspection fee payable at time of application)	\$280*		\$170	\$450
	If installed by a person who is not an approved installer** (plus one inspection fee payable at time of application)	\$280*		\$170	\$450
Injected wall applications	If installed by an approved installer** providing a producer statement	\$295*			\$295
	If installed by a person who is not an approved installer** (plus one inspection fee payable at time of application)	\$295*		\$170	\$465
Temporary structures Exemption	Application for injected wall insulation. If installed by an approved installer** providing a producer statement	\$280*			\$280
	Application for a temporary structure	\$470			\$470
Minor Plumbing	Application for exemption from building consent requirements base charge	\$440			\$440
	Minor plumbing with a producer statement where value of work is less than \$5,000	\$295*			\$295
Minor Alteration for structural engineering design	Minor structural engineering design with a producer statement where value of work is less than \$5,000	\$245		\$170	\$415

Building consent fees					
Type	Description	Base Fee/ Fixed Fee*	Processing Deposit	Inspection Deposit	Total
Separation	Application to separate a historic building consent that relates to two or more buildings on the same site (per application)	\$548			\$548
Project Information Memorandum (PIM)	Issuing Project Information Memorandum	\$445			\$445
	Receiving third party reports or any other information to place on a property file at the owner's request, or Schedule 1 exemption filing	\$253*			\$253
Extensions of time	Extension of time to commence building work under a building consent	\$150*			\$150
Lapsing	Lapsing of building consent	\$167			\$167
Refusing	Refusing of building consent	\$165			\$165
Waiver	Building consent subject to waiver or modification of building code	\$300			\$300
Issuing compliance schedule	Base charge	\$125			\$125
	Additional charge per specified system	\$30			\$30
	Amendment to compliance schedule base charge	\$110			\$110
Building Warrant of Fitness (BWOF)	Annual Renewal	\$150			\$150
	Advisory inspection			\$170	\$170
Independent Qualified Person (IQP) Register	BWOF Audit	\$124			\$124
	Registration costs for IQP	\$345*			\$345
Notice to fix	Registration renewal for IQP (3 yearly)	\$195*			\$195
	Issuing notice to fix	\$262*			\$262
Certificate for Public Use (CPU)	Certificate	\$520			\$520
	Extension of time for CPU	\$244			\$244
Issuing consent report	Weekly (annual subscription)	\$1,595*			\$1,595
	Monthly (annual subscription)	\$765*			\$765
	Single request (monthly or weekly report)	\$150*			\$150

Building consent fees					
Type	Description	Base Fee/ Fixed Fee*	Processing Deposit	Inspection Deposit	Total
Title Search	Record of Title	\$50*			\$50
Alcohol licensing building and planning certificate	Certificate that proposed use of premises meets requirements of building code and Resource Management Act	\$990			\$990
Construction of vehicle crossings	Vehicle crossing permit (application processing and inspection)	\$340			\$340
Producer statement author register	Registration as a producer statement author	\$345*			\$345
Swimming/spa pool compliance inspection	Renewal of registration (3 yearly)	\$200*			\$200*
	Swimming/spa pool inspection (each)	\$132*			\$132
Industrial cooling tower	Owner sends photo	\$65*			\$65
	Independently Qualified Pool Inspectors (IQPI) record – administration of IQPI records	\$66*			\$66
Earthquake Prone Buildings	Industrial cooling towers registration	\$175*			\$175
	Industrial cooling towers inspection	\$170			\$170
Buildings	Industrial cooling towers renewal	\$112*			\$112
	Extension of time to complete seismic work on certain heritage buildings or part of	\$148*			\$148
	Exemption from the requirement to carry out seismic work on the building or part of the building	\$350*			\$350

* Please refer to notes section for more information.

* All fixed fees non-refundable and no additional charges will be applied.

** Installer must be listed on Auckland Council's producer statement authors register.

• All fees and deposits must be paid at lodgement.

• All base charges are non-refundable and additional charges may apply and will be based on the actual processing and inspection time that occurs for the specific application.

• For deposits, actual costs for each application will be determined based on the processing and/or inspection hours that occur for the application. Additional charges may apply based on the actual processing and inspection time spent on the application.



Resource management and other lodgement fees		
Type	Description	Deposit
Pre-application	Resource Consent appraisal	\$505 ⁿ
Land use	Residential land use (infringing development standards)	\$4,000
	Non-residential	\$4,500
	Exemptions and approvals under the Auckland Council Signage Bylaw	\$1,490*
	Waiver of outline plan	\$500
	Treeworks (excludes pruning or to undertake works within the protected root zone of notable (scheduled) trees, which does not incur a deposit or charge)	\$600*
Subdivision	Subdivision (with the exception of those below)	\$4,000
	Cross-lease; unit title; boundary adjustment	\$2,000
	Right of way and other non-resource consent matters relating to subdivisions e.g. cancellation of easements	\$1,100
Combination	Multiple/bundle applications for any combination of two or more: land use, subdivision or regional consent	\$9,500
Regional	Coastal structures, activities and occupation	\$7,000
	Discharge of stormwater, domestic wastewater or other contaminants	
	Earthworks and sediment	
	Water take, use and diversion	
	Works in, on, under or over the bed of lakes, rivers and streams	
	Transfer of coastal, water or discharge permit to another site	
	Contaminated sites; landfills; discharge of contaminants to air	
	Variation or cancellation under RMA s127 or s221, review of conditions	\$5,000
	Certificate for completion; certificate of compliance; existing use; outline plan; extension of lapse date	\$1,500
	Drill or alter a bore	\$600
Other	Deemed Permitted Boundary Activity; Forestry Permitted Activity	\$500
	Permitted Activity review - review of any proposal or query to determine if it is a permitted activity	\$250
	Consent transfer or consent surrender	\$229*
	s357 Objection hearing deposit	\$1,500

Resource management and other lodgement fees		
Type	Description	Deposit
Notified	Fully notified	\$20,000
	Limited notified	\$10,000
	Hearing (where complex a higher deposit will be required)	\$3,000
	Treeworks (excludes pruning or to undertake works within the protected root zone of notable (scheduled) trees, which does not incur a deposit or charge)	\$1,000*
Monitoring	Dairy Farm monitoring inspection deposit. Actual charges are calculated on the inspection time and hourly rate(s). All other monitoring activity: base fee applied on application approval	\$170 \$170**
Private plan change	Simple projects	\$10,000
	Complex projects	\$30,000
Notice of requirement	Pre-application appraisal	\$500 ⁿ
	Uplift an existing notice of requirement	\$1,000
	Minor alteration to existing notice of requirement	\$5,000
	Simple new notice or alteration	\$10,000
	Complex new notice or alteration	\$30,000
	Weekly (annual subscription)	\$1,595*
Consent report	Monthly (annual subscription)	\$765*
	Single request (monthly or weekly report)	\$150*

ⁿ Please refer to notes section for more information.

* Fixed Fees are non-refundable, and no additional charges will be applied.

** Compliance monitoring – a non-refundable base fee will be charged for resource consent monitoring inspections. Additional work over and above the base fee will be charged per hour.

- All fees and deposits must be paid at lodgement.
- For deposits, actual costs for each application will be determined based on the processing and/or inspection hours that occur for the application. Additional charges may apply based on the actual processing and inspection time spent on the application.



Regulatory Engineering lodgement deposits Consents may require further charges that exceed the initial lodgement deposit**		
Type	Description	Deposit
Engineering	Major engineering approval for new public infrastructure assets and enabling works; Section 181 and 460 LGA applications requiring access to adjoining land	\$2,500
	Minor engineering works – common access ways, new stormwater connections and activities over public stormwater pipes	\$600

- All fees and deposits must be paid at lodgement.
- For deposits, actual costs for each application will be determined based on the processing and/or inspection hours that occur for the application. Additional charges may apply based on the actual processing and inspection time spent on the application.

Hourly rates ⁿ		
Category	Description	Rates
Technical Level 3	All areas – Manager, Project lead, Legal services	\$206.40
Technical Level 2	Building – Residential 2, 3 and all Commercial, Planning, Engineering, Monitoring, other – Senior, Intermediate, Principal, Team leader	\$197.40
Technical Level 1	Planning, Subdivision, Urban design, Compliance, Monitoring, Investigation, Environmental health, Licensing, Building – Residential 1, other	\$169.80
Administration	Administration (all areas)	\$111

Note:

1. The particular technical hourly rate level is determined by staff competency levels.
2. Position titles vary across Auckland Council.
3. Where the cost of the external resource involved does not exceed the Auckland Council staff rate, external resource(s) will be charged at the senior/intermediate rate.
4. Where the cost of the external resource involved exceeds the Auckland Council rates, it will be charged at cost.
5. External resources may be engaged to address either expertise or capacity that is not available internally.
6. For guidance on the Building Consent definitions for Residential and Commercial please refer to the following link: [Residential and Commercial Consent](#)

Notes	Topic	Note
Accreditation levy	Accreditation levy	An accreditation levy is payable on all building consents to cover the council's costs of meeting the standards and criteria required under the Building (Accreditation of Building Consent Authorities) Regulations 2006. The levy is 50 cents per \$1,000 value of works.
Base Fee	Base Fee	A base fee is the minimum fee which will be charged for an application/service. A base fee is: <ul style="list-style-type: none"> • non-refundable • additional charges may apply and will be based on the actual processing and inspection time that occurs for the specific application
Building inspection	Building inspection	Standard inspection fee includes charges for: Preparation, system updating, travel time, review of associated documents, minor variation assessments, inspections waived, or inspections carried out using Artisan App and any building consent refusal inspection. If an inspection has taken longer than 45 minutes, additional charges apply.
Building research levy	Building research levy	The Building Research Levy Act 1969 requires the council to collect a levy of \$1 per \$1,000 value (or part thereof) of building work valued over \$20,000. GST does not apply to this levy.
Contaminated land site enquiries	Contaminated land site enquiries	Information relevant to the potential or actual contamination of a given property is collated and presented in a response letter, which includes records of pollution incidents, environmental investigations, selected consents, and corresponding files. The fee varies, depending on the time spent on collating the information. The fee is charged upon the completion of a response letter to the party making the enquiry.
Compliance monitoring inspections	Compliance monitoring inspections	A non-refundable base fee will be charged for resource consent monitoring inspections. Additional work over and above the base fee will be charged per hour.
Deposits	Deposits	<ul style="list-style-type: none"> • The processing deposit and the inspection deposit are payable when the application/service request is lodged. The deposit is an upfront payment for the processing and inspection time that will occur. • Actual costs will be determined based on the processing and inspection hours that the Council spends. The original deposit will be credited against the actual charges to arrive at a refund or additional fees to pay. • Interim invoices may be also issued through the life of the application. • For complex and significant applications (including hearing deposits) if specialist input is needed or the applicant has significant outstanding fees, the council may require a higher deposit payment before proceeding. This will be discussed with the applicant in advance.
Fee changes	Fee changes	Fees and charges may change. Please check our website aucklandcouncil.govt.nz or your nearest service centre for up to date information.
Financial and development contributions	Financial and development contributions	Financial land/or development contributions may be payable in addition to the consent processing charges. Please refer to the development or financial contributions policy and relevant district plan for your development.
Fixed Fee	Fixed Fee	A fixed fee is the amount charged for an application/service. A fixed fee is: <ul style="list-style-type: none"> • non-refundable • no additional charges will be applied

Notes	Topic	Note
Hearings	Hearings	The hearing deposit fee is payable prior to the hearing proceeding. Any actual costs of the hearing that exceed the deposit fee will be charged as an additional charge, e.g. costs arising from the use of a specialist consultant, independent hearing commissioner(s).
Hourly rates	Hourly rates	The hourly rates displayed in the hourly rate table above apply to all services including private plan changes and notices of requirement. Where the cost of the external resource involved does not exceed the Auckland Council rates, external resource will be charged at Senior/Intermediate rates. Where the cost of the external resource involved exceed the Auckland Council rates, it will be charged at cost. External resources may be engaged to address either expertise or capacity that is not available internally.
Ministry of Business Innovation & Employment (MBIE) Levy	Ministry of Business Innovation & Employment (MBIE) Levy	The Building Act 2004 requires the council to collect a levy of \$1.75 per \$1,000 value (or part thereof) of building work valued over \$20,444.
Other services	Other services	Other services will be charged at cost. Where Auckland Council committee members are engaged, fair and reasonable costs will be recovered.
Private plan change pre-application appraisal	Private plan change pre-application appraisal	The initial pre-application meeting will be free of charge. A deposit is required to cover all subsequent pre-application meetings. Planning and other specialists will be charged per hour as required.
Resource consent pre-application appraisal	Resource consent pre-application appraisal	The initial pre-application appraisal will involve one or two planning and/or development engineering staff. Other specialists will be included as required. Where the actual costs exceed the deposit paid, the additional costs (including charges by external specialists) will be invoiced.
Value of work	Value of work	The value of building work will be based on the New Zealand Building Economist set costs for residential construction and Rawlinsons New Zealand Construction Handbook set costs for commercial construction. Council staff will be able to assist with this.



Land and property information (including GST)		
Category	Service	Fee
LIM reports – residential and non residential	Standard service (10 working days)	\$307
	Urgent service – where service is available (three working days)	\$415
LIM reports – additional copies	Copy of LIM at the time of purchase of original LIM	\$13
Property information	Property file online: standard (10 working days)*	\$64
	Property file online: urgent (three working days)*	\$96
	Hard copy property file viewing (where service is available)	\$33
	Electronic property file viewing (where service is available)	\$23
Maps, reports and certificates	Building consent status report per property	\$13
	Site remediation report	\$13
	Soil reports	\$13
	Private drainage plan	\$13
	Valuations certified copy	\$13
	Building inspection report	\$13
	Site consent summary	\$13
	Copy of Code Compliance Certificate (CCC)	\$13
	Copy of Building Warrant of Fitness (BWOF)	\$13
	Combined public drainage and contour map	\$56
	GIS maps (including aerial maps): A4	\$10
	GIS maps (including aerial maps): A3	\$13
	District plan: zoning/designation maps	\$13
Photocopies	Black and white paper sizes A0, A1, A2, A3 & A4: Add \$0.50 extra for colour copy	\$1.50
Courier charges	Courier charges will be charged at cost	

* Working days (Monday to Friday).

** Working hours (8.30am to 5pm).

Note:
A0/A1/A2 size printing/photocopying may not be available at all service centres.

Letter to Hon David Parker

9 April 2019

Hon David Parker
Minister for the Environment

By email: D.Parker@ministers.govt.nz

Tēnā koe David

Thank you for your letter dated 20 December 2018 in which you seek information on the current state of urban trees in Auckland in order to inform stage two of the Government's reform of the resource management system.

Like you, I have received correspondence raising concerns about urban tree loss in Auckland and about the protection of trees under the Resource Management Act 1991 (RMA). I welcome the opportunity to provide you with information about urban trees in Auckland to inform your decision making in this area.

Assessments of urban trees in Auckland

Auckland Council carried out a region wide assessment of the urban forest canopy cover (defined as all vegetation three meters or greater in height) using LiDAR (Light Detection and Ranging) data collected in 2013. To date, this is the only assessment that provides information on the state of Auckland's urban forest canopy cover at a regional scale. According to the assessment, Auckland has 18 per cent urban forest canopy cover, distributed unequally throughout the city, with lower levels of canopy cover in southern suburbs. The majority of Auckland's urban forest is located on private land and only 6 per cent of the urban forest is over 20 metres in height. *Appendix 1 provides a summary of the key findings.*

In 2016/2017, new LiDAR data was collected by Auckland Council. Work is currently underway to verify, process and analyse this data to determine the current state of Auckland's urban forest throughout the region and assess changes between 2013 and 2016/2017. While the council does not yet have the results region wide, it does have a preliminary assessment of the data sub-regionally.

One of the two recent reports referred to in your letter analysed the changes in canopy cover between 2013 and 2016 in the Auckland suburbs of Mellons Bay, Howick, Māngere Bridge, Māngere East, Flat Bush and East Tamaki Heights. Preliminary results showed there was an overall one per cent net increase in canopy cover across these suburbs, yet there was also noteworthy change: over the timeframe there were significant losses of urban canopy cover in each suburb, but that in all but one suburb (East Tamaki Heights) these losses were counter-balanced by new growth. *Appendix 2 provides a more detailed summary of this report.*

In your letter, you also refer to a report showing a significant loss of canopy cover. Auckland Council published a report in September 2018 assessing urban trees in the Waitemātā Local Board area over the 10 year period from 2006 to 2016. Unlike the suburb study, which used LiDAR, this study used aerial photographs and reported on tree loss but not tree growth (which was evident over the timeframe). Results showed a total loss of 61.23 ha of tree canopy in the Waitemātā Local Board area over the 10 year period. The loss was made up of 12,879 different detected tree removal 'events'; meaning a minimum of 12,879 trees were cleared. *Appendix 3 provides more details.*

Impact of RMA changes made by the previous government

The region wide impacts on urban tree cover resulting from changes to the RMA made by the previous government are not yet fully understood. However, we do know that following the lifting of blanket tree

protection rules, Auckland Council has fewer controls over urban trees on private properties, leaving them at risk of felling.

The study of tree loss in the Waitematā local board area over the period 2006-2016 showed that tree loss was dominated by tree loss on private land, making up 65% of total reported canopy loss, and that 75% of all cleared trees in that area had no statutory protection. This suggests that the impact of changes made to be RMA could be significant. Further, the study also showed that more than half (54 per cent) of tree canopy clearance had occurred for no obvious reason – that is, no new structures such as dwellings or other buildings, pools, house extensions, decks or driveways had replaced the space that was beneath the cleared forest canopy.

I believe we need greater urban tree protection and agree with you that we need mechanisms to protect mature and ecologically significant trees while ensuring that protections do not create unnecessary compliance costs for routine pruning or the removal of smaller trees. In my view, councils should have the ability to create district plan rules to protect trees with certain attributes, and to selectively apply these rules in areas of the most need.

Auckland is experiencing unprecedented growth with population projected to grow by another 720,000 people over the next 30 years. We will require another 313,000 dwellings, in addition to new infrastructure and community facilities. Auckland Council would appreciate the opportunity to work with government to explore how to better protect urban trees on private properties as part of its Urban Growth Agenda. In particular, within the Urban Planning pillar led by the Ministry for the Environment and the Spatial Planning pillar led by the Ministry of Business, Innovation and Employment/Ministry of Housing and Urban Development. For example, the council could specify a role for urban trees to create quality-built environments and provide guidance on urban tree considerations as part of the spatial planning processes.

Conclusion

Auckland Council recognises that a well-managed, flourishing and healthy urban forest has a wide range of evidence-based benefits. This makes it increasingly essential in counteracting the associated pressures of growth in urban Auckland.

Trees and vegetation play an important role in creating liveable neighbourhoods and provide a range of services required for Auckland to function and thrive. This includes enhanced stormwater management, air pollution removal, improved water quality, cooling to reduce the urban heat island effect, and ecological corridors to connect habitats and improve biodiversity.

Auckland Council has recently published an [Urban Ngahere \(Forest\) Strategy](#), which outlines a strategic approach to managing our urban trees. A key target of the strategy is to increase canopy cover across Auckland's urban area up to 30 per cent, with no local board areas less than 15 per cent. I see the potential for your RMA reforms to provide greater tree protection measures that help us achieve this goal.

We are happy to provide any additional information you may require and would welcome the opportunity to work more closely on these issues and explore together how to drive positive outcomes for urban trees in Auckland.

Yours sincerely



Phil Goff
MAYOR OF AUCKLAND

Appendix 1: State of Auckland's urban forest - based on analyses of LiDAR data collected in 2013.

Some key findings of the 2013 LiDAR data analyses:

- Auckland's urban area has just over 18 per cent urban forest canopy cover.
- Auckland's urban forest is distributed unequally throughout the city, with lower levels of canopy cover in southern suburbs, and relatively high canopy cover in northern and western parts of the city (see *Figure 1*). The unequal canopy cover distribution is particularly apparent at a local board area level (see *Figure 2*).
- The majority of Auckland's urban forest – 60 per cent – is located on privately-owned land. The remaining 40 per cent is on public land, with 23 per cent on Auckland Council parkland, 9 per cent on road corridors, and 8 per cent on other public land, such as schools (see *Figure 3*).
- Tall trees are rare in Auckland's urban areas; only 6 per cent of the urban forest is over 20 metres in height. The majority, nearly 60 per cent, is less than 10 meters (see *Figure 4*).

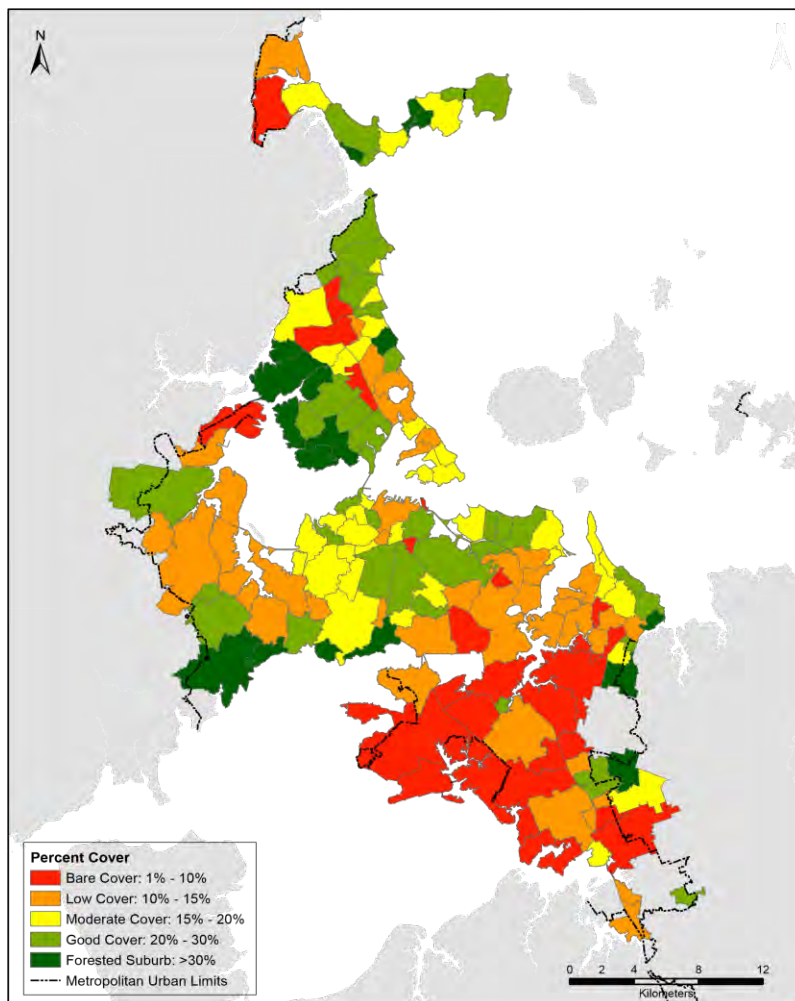


Figure 1. Average percentage canopy cover of urban ngahere (3m+ height) in Auckland suburbs – based on RIMU analysis of the 2013 LiDAR survey.

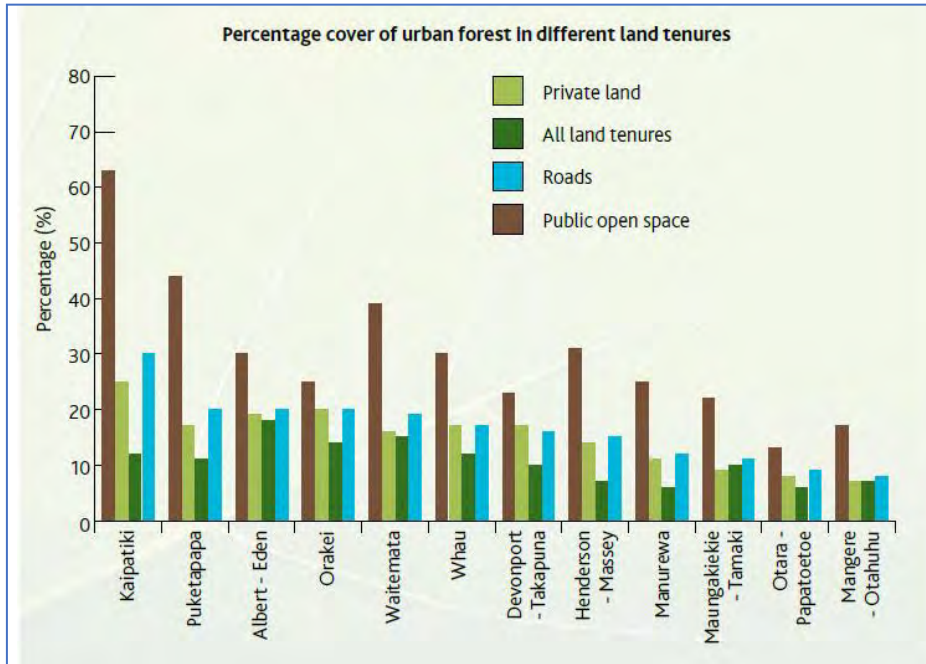


Figure 2. Urban ngahere canopy cover at a local board level.

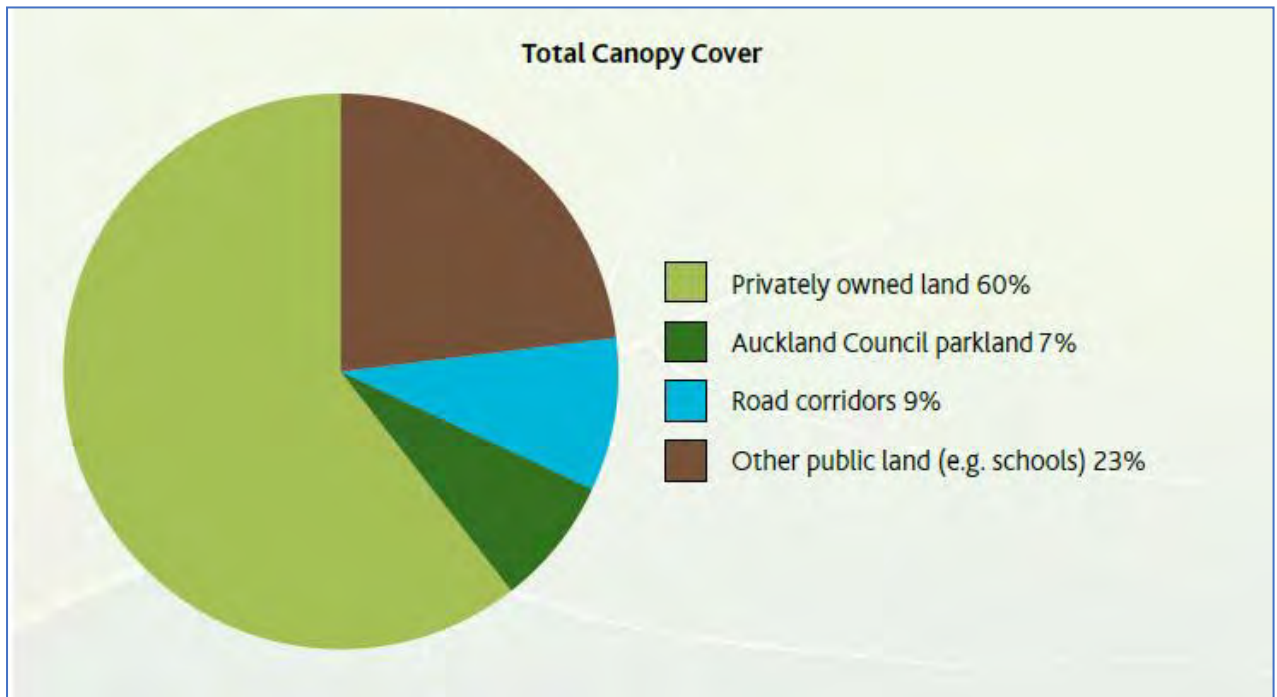


Figure 3. Proportion of urban forest canopy on different land ownership types.

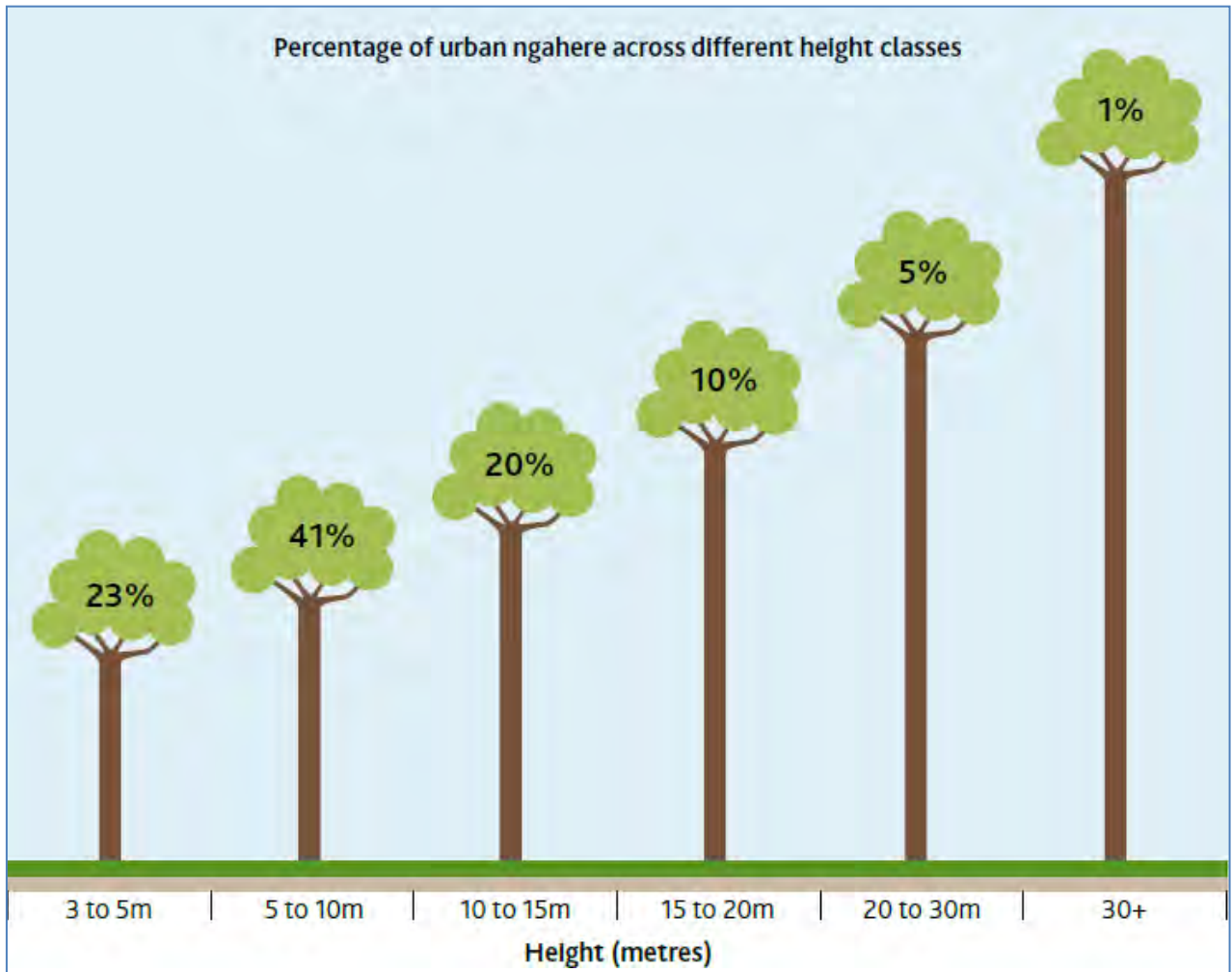


Figure 4. Percentage of urban ngahere across different height classes.

Appendix 2: A preliminary assessment of changes in urban forest canopy cover across six suburbs

Methods

Within the southern half of the Auckland region, six suburbs (Mellons Bay, Howick, Māngere Bridge, Māngere East, Flat Bush and East Tamaki Heights) were selected to assess the change in canopy cover of urban forest. These areas combined made up approximately eight per cent of the southern urban area. Suburbs were chosen to reflect a cross section in demography and baseline canopy cover ranging from low (~10 per cent cover of urban forest canopy 3m+ in height in this suburb) to high (>25 per cent canopy cover). The sample also contained two suburbs on the margins of the metropolitan area that are currently undergoing significant change from rural to urban land use: Flat Bush and East Tamaki Heights.

By using the pre-classified vegetation point cloud data for each 2013 and 2016 LiDAR flyover, we were able to create two respective canopy height models and compare them against each other to detect change. Change was assessed in each of the representative suburbs and broken down into tree height classes. An example of the type of data used to make these comparisons is presented in Figure 1. The red pixels show locations where tree canopy has been lost – usually through the loss of a discrete tree or group of trees.

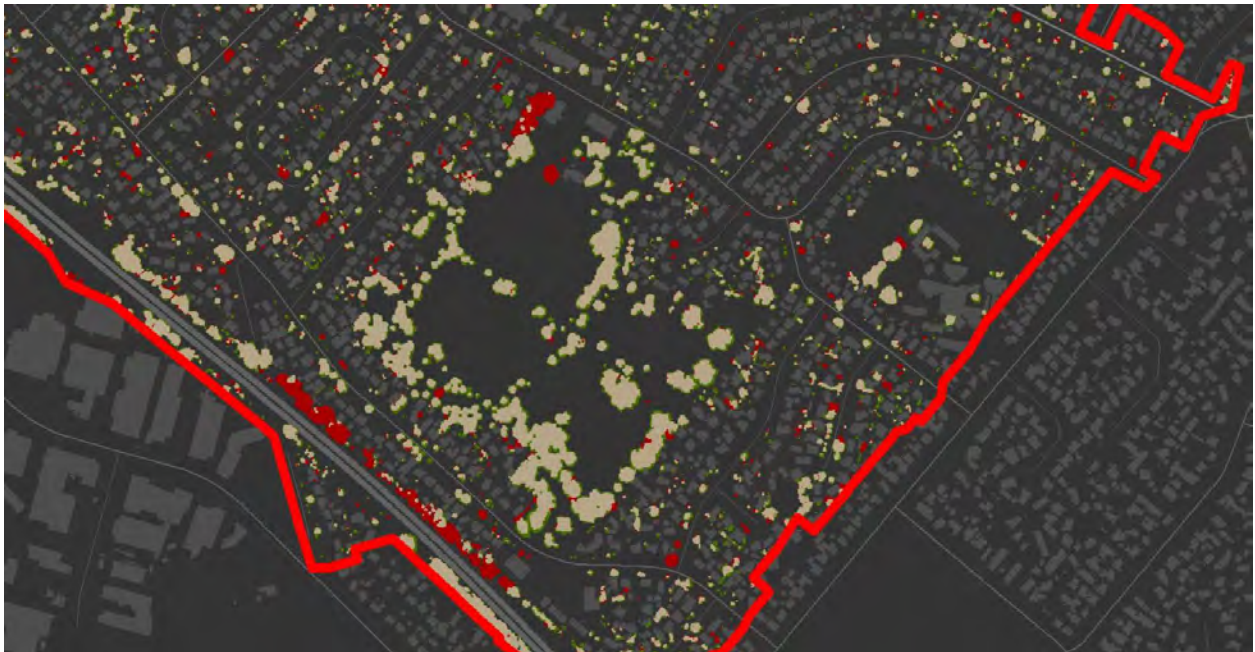


Figure 1: Snapshot of spatial data depicting the change in tree canopy cover between 2013 and 2016 LiDAR data. Red pixels show canopy loss, green pixels are canopy gain, and beige pixels show persistent canopy over the approximately three-year period between the two samples.

Results

The results are to be treated as indicative only, as they have not yet been verified in detail.

This preliminary study detected a one per cent net increase in urban forest canopy cover across all six suburbs that we examined over the three-year period from 2013 to 2016 (*Table 1*). Five out of the six suburbs (Mellons Bay, Howick, Māngere Bridge, Māngere East and Flat Bush) showed a net gain in urban tree canopy cover (*Table 1*). East Tamaki Heights experienced a net loss (-4%) of urban tree canopy of the three-year period. This was largely the result of a single clearance event of large trees (20-30m in height) where exotic plantation forest in the rural fringe of the suburb was cleared and replaced by housing.

Table 1: The percentage cover of urban forest in 2013 and 2016 for a sub-sample of six suburbs from the south-eastern part of Auckland city.

Suburb	Year		% change
	2013	2016	
Mellons Bay	23%	24%	+ 1%
Howick	16%	17%	+ 1%
Māngere Bridge	11%	12%	+ 1%
Māngere East	10%	11%	+ 1%
Flat Bush	19%	20%	+ 1%
East Tamaki Heights	39%	35%	- 4%
TOTAL for all six suburbs	18%	19%	+ 1%

The overall net increase in canopy cover disguised significant change in urban forest cover. The data shows there were significant losses of urban canopy cover in each suburb, although in all but one suburb (East Tamaki Heights) these losses were counter-balanced by the gains (*Table 2*). These suburbs are effectively in a dynamic equilibrium between canopy cover loss from tree removal and development, and canopy gains from tree canopy growth and new tree plantings. The two different types of canopy cover gain are clearly evident in *Figure 1*. The green 'donuts' show marginal growth of established trees, whereas the green 'dots' show where the canopy of a newly planted tree has grown above the 3m threshold for inclusion as part of the urban forest.

The greatest gains in urban forest canopy were experienced in Māngere East and Māngere Bridge (12 per cent and 13 per cent respectively). However, the low 'starting point' in terms of total urban forest cover in these two suburbs meant these relatively large increases in cover only translated to just over one percentage point gain in overall canopy cover (*Table 1*).

Table 2: Gains and losses of urban forest canopy between 2013 and 2016 in a sub-sample of six suburbs from the south-eastern part of Auckland city.

	% loss of 2013 tree canopy cover from 2013 to 2016	% gain in new canopy cover (based on 2013 area) from 2013 to 2016
Mellons Bay	20%	24%
Howick	24%	30%
Māngere Bridge	16%	29%
Māngere East	22%	34%
Flat Bush	14%	15%
East Tamaki Heights	19%	9%
TOTAL for all six suburbs	17%	18%

There has been a disproportional loss of tall urban forest canopy cover between 2013 and 2016. The loss of tree canopy cover in the larger height classes (i.e. taller trees) was clearly evident across all six suburbs (*Figure 2*). With only one exception (15 – 20m height class in Mangere East) net tree canopy 10m+ in height decreased across all six suburbs and net growth in tree canopy cover was confined to the two lower height classes. Flat Bush and East Tamaki Heights in particular were characterised by significant losses of large trees in the rural portions of these suburbs as these areas were cleared to provide 'clean' sites for new development.

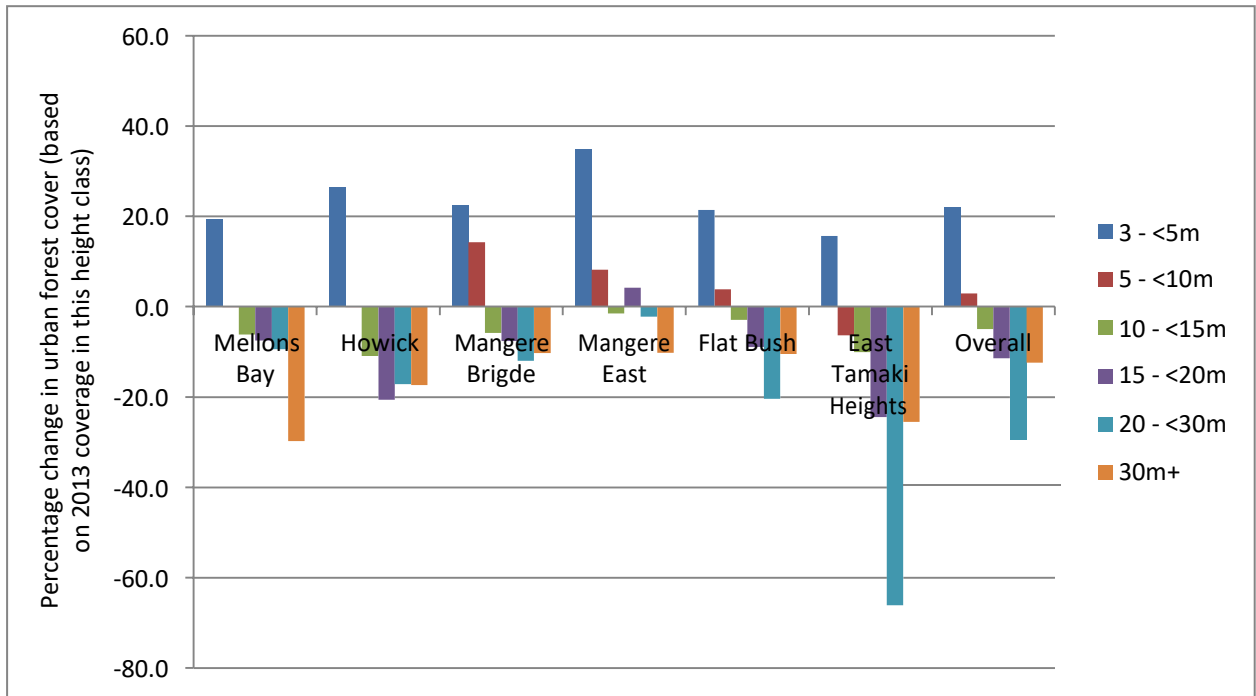


Figure 2: Percentage change (gains and losses) of urban forest canopy in different height classes between 2013 and 2016 with data from a sub-sample of six south-eastern suburbs of Auckland.

Appendix 3: Tree loss in the Waitemātā Local Board area over 10 years, 2006-2016

A summary of the report findings are outlined below:

Tree loss versus tree growth

Only canopy losses were captured and mapped in this report. It was evident throughout the aerial analysis that newly established canopy and canopy growth of existing trees has also occurred within the Waitemātā Local Board area, in some cases quite extensively.

Given that growth was usually represented by small marginal increments across many tens of thousands of individual trees and shrubs it was impossible to identify and digitise in the same way that tree loss was. An accurate determination of the actual proportion of canopy loss in Waitemātā Local Board area therefore requires further data (e.g. LiDAR).

Total tree canopy lost

A total of 61.23ha of tree canopy was lost from the Waitemātā Local Board area over 10 years. The loss was made up of 12,879 different detected tree removal 'events'; meaning a minimum of 12,879 trees were cleared. The actual number of trees cleared is likely to be somewhat greater than this figure because the larger clearances involved the removal of multiple trees.

In terms of absolute area cleared, tree canopy loss was dominated by tree canopy removal on private land (65%). However, as private land is also the dominant ownership of tree canopy in the Waitemātā Local Board area, this is not an unexpected result. Our data also showed that in the last 10 years there has been a proportionally higher rate of loss on private land with a disproportionately low rate of loss on public parkland.

The collective impact of individual actions

The vast majority of tree clearances were quite small in terms of the quantity of canopy removed at a single location. 57 per cent of total loss of tree canopy was caused by the combined impact of many thousands of individual clearance events, all of which were individually less than 0.01ha (100m²) in size.

In terms of the pattern of tree canopy loss, it really is 'death by a thousand cuts'. More than 90 per cent of clearance events were <0.01ha in size, yet these clearances accounted for almost two thirds of the total area of canopy loss.

Protection status of trees

More than 75 per cent of all cleared trees had no statutory protection and unprotected trees experienced higher rates of tree canopy clearance; about 60 per cent higher than what would be expected on a proportional basis.

86 per cent of tree canopy loss in the 'high protection' categories was on public land (including Newmarket Park stabilisation (45%), Zoo redevelopment (14%), park maintenance (7%)). However, the losses on public land are more likely to be offset, in the fullness of time, by the growth of new plantings.

Reasons for tree loss

More than half of tree canopy clearance had occurred for no obvious reason (54%). That is, no new structures such as new dwellings or other buildings, pools, house extensions, decks or driveways had replaced the space that was beneath the cleared forest canopy. Reasons could include gardening/landscaping, improving light conditions/reducing shading.

Developments, improvements and extensions to existing buildings were the second most important reason for tree canopy clearance (33 %).

Other causes contributed a relatively small proportion of the total (8%): this includes transport e.g. road widening (5%) and remediation of Newmarket Park (3%).

The full report is available to download here:

<http://www.knowledgeauckland.org.nz/publication/?mid=2661&DocumentType=1&>

190

We are.
LGNZ.
Te Kāhui Kaunihera o Aotearoa.

Attachment C

Letter to Hon David Parker

20 July 2020

Hon David Parker
Minister for the Environment

Via email: d.parker@ministers.govt.nz

Tēnā koe David

We are writing to follow up the letter sent to you on 9 April 2019 regarding assessments of urban trees in Auckland and the impact of RMA changes made by the previous Government. A copy of the letter is attached for your convenience.

We wish to draw your attention to a newly published assessment of Auckland's urban tree canopy cover, and to advocate for your RMA reforms to again allow for the general protection of urban trees where this form of protection is proven to be the most appropriate measure.

Assessment of urban trees in Auckland

Last week, Auckland Council's Research, Investigations and Monitoring Unit (RIMU) published Auckland's urban forest canopy cover: state and change (2013-2016/2018).

The canopy cover report compares two points in time, 2013 and 2016/18, and describes changes across the predominantly urban local boards. The report shows that in 2016/2018 average urban tree canopy cover across Auckland was 18.4 per cent, similar to the 2013 average cover of 18.3 per cent, but well below the 30 per cent goal identified in Auckland Council's Urban Ngahere (Forest) Strategy.

Initial analysis indicates the locations experiencing more gains than losses were typically publicly owned park land and the road corridor, while the locations experiencing more losses than gains were typically privately-owned land and rural areas.

Impact of 2012 RMA changes

Although this RIMU report is an important step in our understanding of Auckland's urban canopy cover, it is difficult to infer any direct impact of the RMA policy changes. To understand the impact of the RMA changes would require more research over a longer period to measure rate of losses and gains overtime, both before and after the RMA changes.

That said, we are advised that our tree protections under the Auckland Unitary Plan are problematic and that there is a potential for your RMA reforms to provide greater tree protection without creating unnecessary compliance costs.

Tree protection under the Auckland Unitary Plan

Currently urban trees in Auckland can be protected via the notable trees schedule of the Auckland Unitary Plan but this creates a number of issues. Firstly, all nominations for an individual tree or group of trees need to go through a full process under the Resource Management Act via a plan change. This is a significant process which involves professional assessment and a public submission process, and costs approximately \$1500 per nomination.

Secondly, even with approximately 5000 individual urban trees protected by the notable trees schedule this remains a tiny fraction of our total urban tree cover so the schedules influence on total cover is minimal. Lastly, schedules of this size within RMA plans easily lose their integrity as trees disappear (due to consented removals/development, illegal removals, storm damage or old age) more quickly than the RMA plan can be updated by plan change.

RMA reforms

As stated in the 9 April 2019 letter, we need greater urban tree protection and agree with you that we need mechanisms to protect mature and ecologically significant trees while ensuring that protections do not create unnecessary compliance costs for routine pruning or the removal of less significant trees.

In our view, councils should have the ability to create district plan rules to protect trees with certain attributes, and to selectively apply these rules in areas of the most need or in areas with specific particular benefits, for example, the North-West Wildlink.

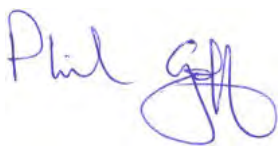
Conclusion

A healthy urban forest has a wide range of benefits, such as enhanced stormwater management, air pollution removal, improved water quality, cooling to reduce the urban heat island effect, and ecological corridors to connect habitats and improve biodiversity. Auckland Council's ability to realise these benefits is constrained by a cumbersome and costly process to add specimens to the notable tree schedule of the Auckland Unitary Plan.

Auckland's urban canopy cover has grown by 0.1% between 2013 and 2016/18; however, we would be able to make greater progress towards our goal of 30 per cent urban tree canopy cover if we had the ability to create district plan rules to protect trees with certain attributes and to selectively apply these rules in appropriate areas of most need whilst also recognising the needs for housing and business capacity.

As you continue your review of the RMA, we encourage you strongly to provide greater overall protection for trees of significance. We would welcome any opportunity to collaborate on the issue of greater tree protection.

Yours sincerely



Phil Goff
MAYOR OF AUCKLAND



Richard Hills
**CHAIR, ENVIRONMENT AND CLIMATE CHANGE
COMMITTEE**

2

Rating Value of Forestry Land

Remit:	That LGNZ request the Valuer General amend the relevant legislation to allow for Local Government to address the growing disparities between the rating valuation of forestry land and other land uses.
Proposed by:	Gisborne City Council
Supported by:	Hauraki District Council; Western Bay of Plenty District Council; New Plymouth District Council; Hastings District Council; Manawatū District Council; Ruapehu District Council; Whakatāne District Council; Central Hawkes Bay District Council; Wairoa District Council; and Waikato District Council.

Background information and research

1. Nature of the issue

Councils with a high proportion of regional land use under forestry currently face challenges to rate foresters at a level which reflects their use of council resources or the forest sector's ability to pay.

This is a result of very low land valuations under established forestry, as the land value is transferred into the value of growing trees which are not included in capital value under the Act.

2. Background to the issue

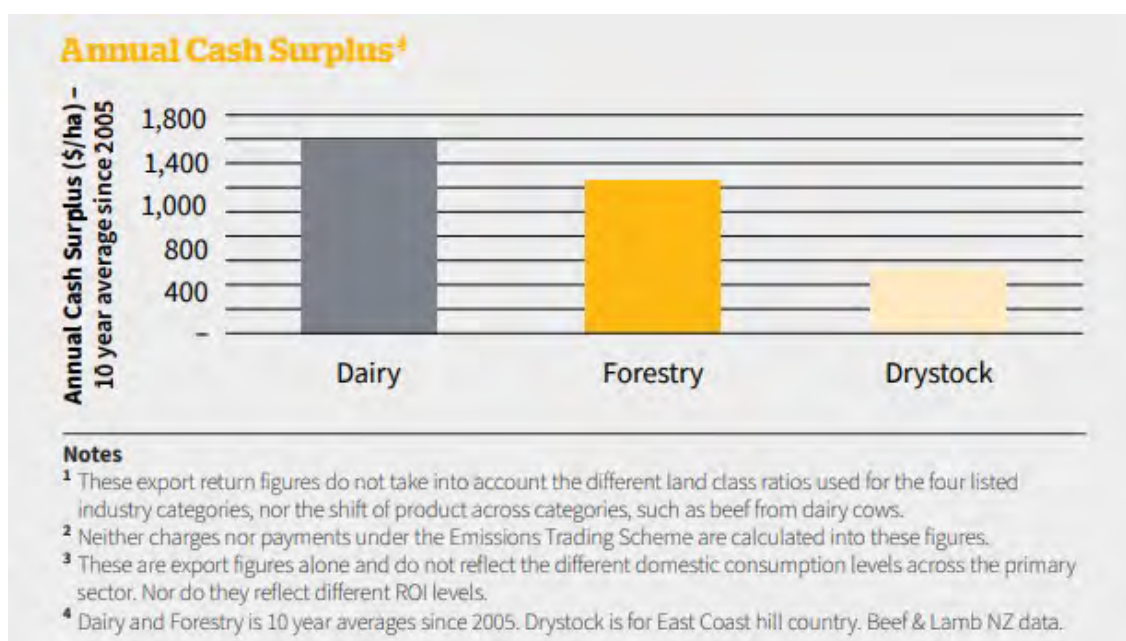
Local Government raises funds by gathering rates from landowners – which are set in accordance with their Revenue and Finance policies. The rates being applied are typically a multiplier of either the Land Value and Capital Value, or some combination of the two. The Land value and Capital Value of assets is presumed to act as a proxy for the landowner's ability to pay.

Councils are required to apply the funds raised to providing services, infrastructure and regulatory oversight to ratepayers and the community. They attempt to align the cost of rates to those who benefit from the service provided where possible – although this is fraught with difficulty and has in recent years become increasingly challenging when considering the nature of the forest sector land values and the relationship to infrastructure needs in the Gisborne region amongst others.

The forest sector is a heavy user of both infrastructure (in particular roads) and regulatory services – and over time has grown in the Tairāwhiti region to cover some 30 percent of land used for economic purposes. During this time, the value of farmland has appreciated significantly – and more recently has seen foresters contest at unprecedented levels for pastoral farmland which when planted, is eligible to earn New Zealand units (carbon credits) at a minimum guaranteed floor price of \$20.00.

However, forestry land prices – where transactions occur from one forest owner to another, have remained depressed and remain significantly lower than pastoral land prices – as land in existing forestry typically has a high proportion of any sale value apportioned to tree value.

This results in land value rapidly being devalued once trees are established, as it transforms into forestry land – while its future demands on council resources remain significant. The fact that there is no capital value attributed to the growing trees means that the rateable value of a property decreases even as its demand on council resources (at harvest) increases. The land value of forestry land is also a poor reflection of this sectors ability to pay, as the graph below depicts the relative profitability of forestry compared with sheep and beef farming.



(Figure 1: relative profitability of forestry compared with sheep and beef farming. Source: FOA Facts and Figures 2019/20)

3. New or confirming existing policy

In the last 15 years the addition of carbon unit revenues earned through sequestration of post 1990 forests has meant that the tree crop rotation cycle (the length of time between incurring expenses and earning income) which may have once formed the bases for excluding exotic forest values into capital value – no longer apply for post 1990 forests.

In addition, when the Rating Valuation Act was last debated in June 1998, the carbon price did not have a minimum guaranteed price. The most contentious issue at the time appears to have been whether or not live hedges should be included in capital value. The section relating to tree value is as follows:

“(1) The value of trees is not to be included in any valuation under this Act unless the trees are fruit trees, nut trees, berryfruit bushes, or live hedges.

“(2) The value of any fruit trees, nut trees, vines, berryfruit bushes, or live hedges is not to be taken into account in assessing the land value of any rating unit under this Act.”

However, the Rating Valuation Act 1998 confers a broad discretion on the Valuer General to make rules setting requirements in relation to valuations which are *“necessary for the maintenance and upkeep of the district valuation roll and in the interest of ensuring national consistent, impartial, independent and equitable rating valuation system.”*

The Net Zero Carbon Act and ETS now provide certainty for the forest sector of an appreciating carbon price and significant returns – which are driving rapid afforestation of pastoral land – both by landowners themselves and forestry expansion at the whole farm scale. This competition for land is increasingly the value of pastoral land – while the depreciation of that land once planted – creates a discrepancy for rating purposes which (in the absence of increasing differentials) is resulting in decreasing rates for forest owners, while their earnings rise significantly.

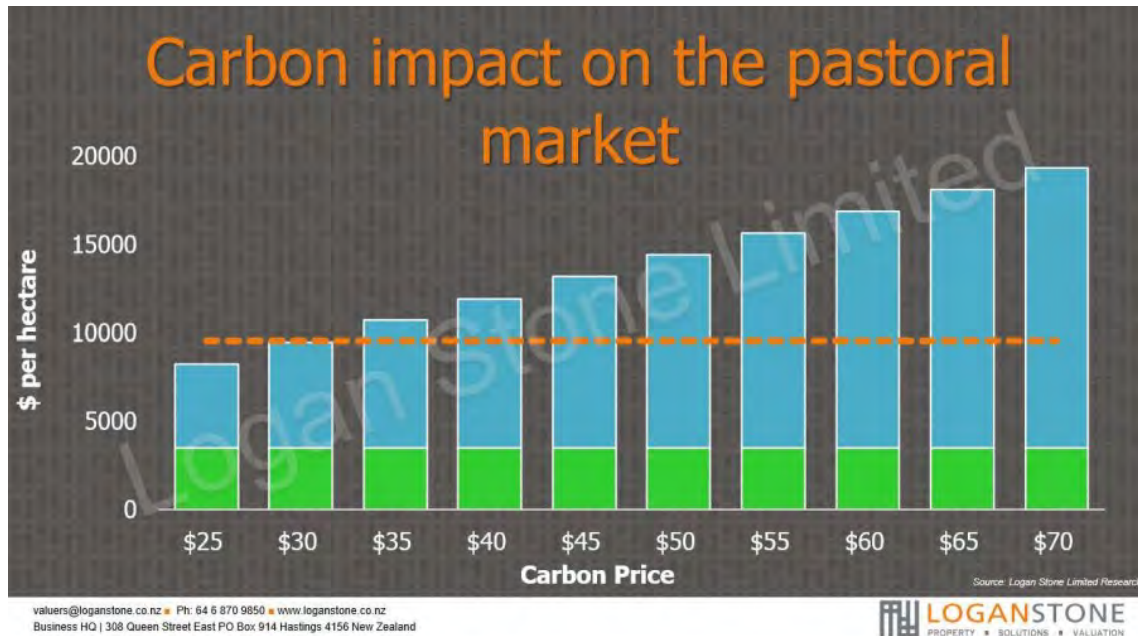
Below the impact of afforestation (including carbon income) on land value is shown over time. This corresponds broadly to observed valuation patterns in the Gisborne region.



(Figure 2: impact of afforestation on land value over time)

These long term decreases create a disproportionate burden for other ratepayers and further exacerbate the degree to which low-income ratepayers are asked to pay for infrastructure and regulatory services – with this trend increasingly apparent over time.

The impact of Carbon price on competition for land use is also in stark contrast to the ability for Local Government to account for these distortions and apply fair and equitable rating valuation system, as pastoral farmers are currently being rated for the potential carbon storage in their land, while those who extract this value, pay less and less with every subsequent year following afforestation.



(Figure 3: carbon impact on the pastoral market)

4. How the issue relates to objectives in the current Work Programme

LGNZ has a current focus on infrastructure and funding – this issue cuts to the heart of these topics and is significantly connected to current climate change work, and the evolving policy in response to the Climate Change Response Act.

The Climate Change Commission (CCC) has made a series of draft recommendations to Government – which detail their expected continuation of afforestation and a rising carbon unit price – which would see the issues outlined above become more pronounced.

The questions around how to fund increasing demands on infrastructure, in particular roads, bridges and drainage systems in the face of climate change, must consider the flows of carbon revenue into regions where forest activities (some of them permanent) will have an impact on local economic cycling and may correspondingly limit Councils' ability to gather rates in a fair and equitable way.

This is at a time when LGNZ's submission to the CCC advice has been to highlight the significant challenges facing councils in addressing the 'transition' and fundamental shifts which will be required at a local level to accommodate changes to local plans, urban form, energy and transport infrastructure to name but a few. Any anomalies in the rating system which exacerbate the inequity already apparent in the rating system should therefore be addressed with urgency.

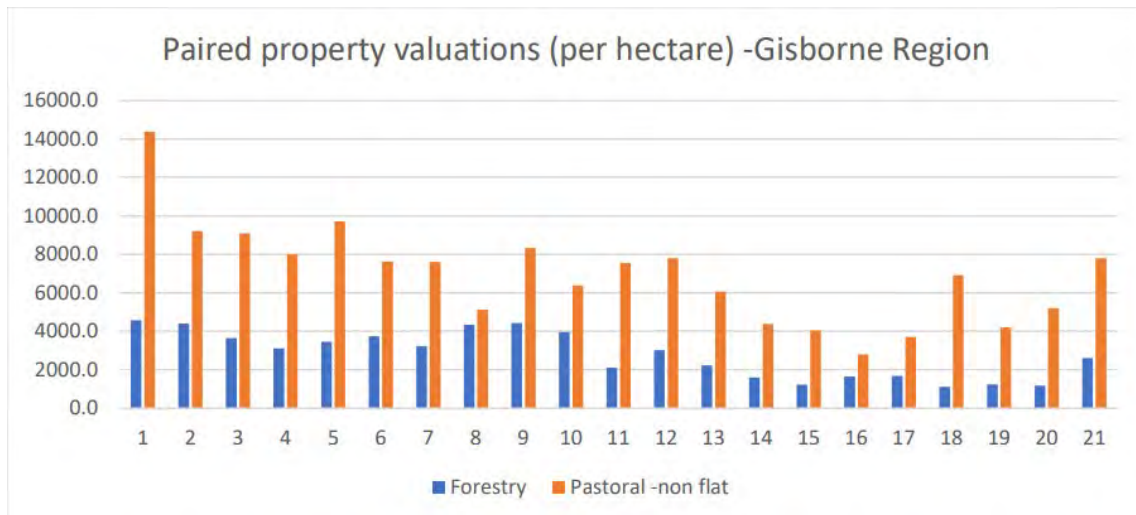
CARBON RETURNS REFLECTING CCC ADVICE FOR 2021-2030-2050						
	NSA/ha	Today's Carbon Price	Price forecast Sensitivity to 2024	Price forecast Sensitivity 2025-2030	Price forecast Sensitivity 2031-2050	Price forecast Sensitivity 2051-2070
	100	\$39.00	15.8%	11.40%	2.95%	-10.0%
Age	Yr	Total NZU	Forecast NZU/Value	Annual Carbon Income	A V E R A G I N G	Return/ha/Carbon
1	2022	50.00	\$45.14	\$2,257.13		\$22.57
2	2023	250.00	\$52.25	\$13,063.11		\$130.63
3	2024	600.00	\$60.48	\$36,289.32		\$362.89
4	2025	2500.00	\$70.01	\$175,020.38		\$1,750.20
5	2026	3136.15	\$81.03	\$254,135.86		\$2,541.36
6	2027	3983.62	\$93.80	\$373,653.46		\$3,736.53
7	2028	5396.10	\$108.57	\$585,856.87		\$5,858.57
8	2029	5536.19	\$125.67	\$695,735.21		\$6,957.35
9	2030	2777.18	\$140.00	\$388,796.04		\$3,887.96
10	2031	3411.63	\$144.13	\$491,706.44		\$4,917.06
11	2032	3780.23	\$148.38	\$560,904.91		\$5,609.05
12	2033	4047.57	\$152.76	\$618,288.79		\$6,182.89
13	2034	4205.94	\$157.26	\$661,433.52		\$6,614.34
14	2035	4315.88	\$161.90	\$698,745.93		\$6,987.46
15	2036	4383.68	\$166.68	\$730,659.28		\$7,306.59
16	2037	4418.15	\$171.59	\$758,128.78		\$7,581.29
17	2038	4417.03	\$176.66	\$780,295.19	\$7,802.95	
				\$7,824,970.21		

(Table 1: recommended carbon price trajectory – Climate Change Commission)

The above table shows that according to the CCC's recommended carbon price trajectory, revenues would be many times in excess of any pastoral use (as seen in Figure 1). Note also that this table assumes that pruning and thinning takes place – which reduces the net stocked area and temporarily reduces carbon income – failing to prune or thin removes this dip in revenue.

Given the returns available to foresters (and farm foresters) – are significant, paving the way for later harvest revenues – it is appropriate that the Valuer General consider how this issue should be treated for rating purposes and if amendments to the Rating Valuations Act 1998, or addition of new mechanisms at a localised level are appropriate.

There is work being undertaken at a regional level to understand the implications of a rising carbon unit price and the associated land price distortions – however while the land value under forestry remains significantly lower than the land being acquired for forestry – this disparity and the corresponding unequitable outcomes will persist.



(Figure 4: paired property valuations (per hectare) – Gisborne Region)

The above graph represents 21 properties which have been ‘paired’ for consistency, meaning they are located in the same area (ideally neighbouring), are of an appropriately comparable scale and are free from anomalies such as horticulture or significant flat land.

5. Any existing relevant legislation, policy or practice

The introduction of Gold Kiwifruit licence into the calculation of Capital Value illustrates that when an industry is significantly out of step with the purposes of rating valuations – that the Valuer General is prepared to step in. LGNZ should advocate the same approach be applied to this issue.

3

Funding of Civics Education

Remit:	That Local Government New Zealand (LGNZ) advocate to central government for provision of funding to enable Councils to engage in civics education for high school children.
Proposed by:	Hamilton City Council
Supported by:	Horizons Regional Council; Christchurch City Council; Tauranga City Council; Nelson City Council; New Plymouth District Council; Hastings District Council; Waikato District Council; Whakatāne District Council; and Ōpōtiki District Council.

Background information and research

1. Nature of the issue

Currently the provision of civics education in schools is limited and sporadic. A real opportunity exists to get school children meaningfully involved in civic affairs through their local Council.

There is currently a real gap between schools and councils – a gap that needn't exist, given that the very point, and the very strength, of local Government is that it is local. The funding requirement for Councils to be able to play a greater outreach role in their community would be relatively modest, and incredibly beneficial.

There is significant New Zealand and international evidence of the benefit of providing young people with civic education in general, and engagement with local Government in particular.

2. Background to the issue being raised

Hamilton City Council has noted an increasing demand from high schools and their students wanting to engage with Council as part of a rounded education. However, the demand for interaction with Council currently outstrips our ability to supply it. Indeed our current arrangements, which have proved hugely popular, risk being unsustainable without additional funding.

On [some areas of Council business](#), the number of young people now responding to consultations broadly fits the age demographic across the city. These are people who want to engage with Council, but many of them are unable to do so. At large, however, disengagement from local politics is real – and growing. Voter turnout in local elections and cynicism about the work of local Government remain

significant issues – in large part due to a lack of knowledge, particularly among young people, about what Council does, and how people can engage with Council.

Hamilton City Council works in partnership with the Electoral Commission to encourage people, especially young people, to enrol and to vote, but more support from Government would enable all Councils to play a bigger role in this area.

3. New or confirming existing policy?

New policy.

4. Does the issue relate to objectives in the current LGNZ business plan? How?

It supports the work programme by raising the profile of, and accessibility to, local government for young people. The benefits of that could be significant in the long-term.

5. What work or action on the issue has been done, and what was the outcome?

We are aware of small-scale schemes but not national action, which we believe is required.

6. Any existing relevant legislation, policy or practice

There has been lots of academic research on the benefits of civic education in general, and engagement with local government in particular. See for example:

- [Citizenship in Action: Young People in the Aftermath of the 2010-2011 New Zealand Earthquakes | Sisyphus — Journal of Education \(rcaap.pt\)](#)
- [Alive and Motivated: Young people, participation and local government - Murdoch University Research Repository](#)
- [Citizen Schools: Learning to rebuild democracy | IPPR](#)
- [Getting the Majority to Vote: Practical solutions to re-engage citizens in local elections](#)

There is clearly a very good fit between the role of Councils and the [social sciences achievement objectives](#) in the New Zealand Curriculum. Moreover, closer working between schools and local authorities would fit well with the compulsory teaching of New Zealand history in schools and kura from 2022.

The highly successful (but very limited reach) Tuia programme, through which young Māori are mentored by Mayors, which most Councils support (at their own cost) is a further example of both the benefit of young people engaging with their local Councils, and the need for resource to enable this at greater scale.

7. Outcome of any prior discussion at a Zone or Sector meeting

N/A.

8. Suggested course of action by LGNZ envisaged

That Local Government New Zealand (LGNZ) advocate to central government for provision of funding to enable Councils to engage in civics education for high school children.

4

Promoting local government electoral participation

Remit:	That the power the Chief Executive has under the Local Government Act (42, 2 (da)) for “facilitating and fostering representative and substantial elector participation in elections and polls held under the Local Electoral Act 2001” be removed and placed with the Electoral Commission.
Proposed by:	Palmerston North City Council
Supported by:	Zone Three

Background information and research

1. Nature of the issue/background

Local Government authorities, concerned by retaining neutrality, have been inconsistent in their actions to ‘facilitate and foster representative and substantial elector participation.’ The Electoral Commission has greater reach to engage consistently and effectively to increase the low turnout in local body elections.

2. New or confirming existing policy?

This will be a new policy as LGNZ previously supported that option that this responsibility sit with Chief Executives.

3. Does the issue relate to objectives in the current LGNZ business plan? How?

The proposed remit fits clearly within the already identified LGNZ policy advocacy workstreams.

- Five significant projects were identified by LGNZ in its policy advocacy work for 2020/21 year: Housing, Environment, Climate Change; Democratic Well-being, and Transport.
- Within democratic wellbeing is the electoral system reform strand, which is further divided into two projects, one of which is to:
 - o Investigate alternative methods of voting, as well as wider system reform, such as making the Electoral Commission responsible for both local and national elections. This will include examining the checks and balances within the system to ensure they are fair, transparent and fit for purpose.

4. What work or action on the issue has been done, and what was the outcome?

Legislative change has been put in place re: Māori wards (one of the two electoral reform projects). We now ask LGNZ to focus on wider electoral system reform.

The Parliamentary Justice Select Committee Inquiry into the 2017 General Election and 2016 Local Elections (recommendation 15), and the subsequent Inquiry into the 2019 Local Elections and Liquor Licensing Trust Elections and Recent Energy Trust Elections (recommendation 1), recommended (and reiterated) that the Government consider giving responsibility for running all aspects of local elections to the Electoral Commission.

5. Any existing relevant legislation, policy or practice

As above.

6. Outcome of any prior discussion at a Zone or Sector meeting

N/A

7. Suggested course of action by LGNZ envisaged

Ensure LGNZ's voice on the issue is heard by the Justice Select Committee in its call to hear further feedback on the issue, as the Government has indicated that the detail of this change would need to be worked through.

5

Carbon emission inventory standards and reduction targets

Remit:	That LGNZ works with central government in a) developing consistent emission inventory standards for use by local and regional authorities, and b) setting science- based emissions reduction targets to support delivery on our National Determined Contribution (NDC) under the Paris Agreement and on our nationwide emissions budgets being established by government via advice from the Climate Change Commission.
Proposed by:	Palmerston North City Council
Supported by:	Zone Three

Background information and research

1. Nature of the issue/background

Inconsistent emission's inventory standards across different local and regional authorities create difficulties in comparing and contrasting emission profiles. A consistent standard with accompanying guidance could also reduce costs for local and regional authorities by reducing the level of expertise required.

The Climate Change Commission has recently released its first package of advice to Government, proposing a set of three emissions budgets, and includes discussion regarding the delivery and compatibility of our National Determined Contributions (NDC's) with the 1.5°C warming target.

2. New or confirming existing policy?

Enhancing existing policy.

3. Does the issue relate to objectives in the current LGNZ business plan? How?

The proposed remit fits clearly within the already identified LGNZ policy advocacy workstreams.

- Five significant projects were identified by LGNZ in its policy advocacy work for 2020/21 year: Housing, Environment, Climate Change; Democratic Well-being, and Transport.
- The climate change project, in part, seeks to 'Advocate for, and participate in, the development of a right-sized reporting methodology and framework for councils that meets the foreseeable needs of the Climate Change Commission' and notes that

“Councils can also play an important role in mitigation by working with their communities to reduce emissions”.

4. What work or action on the issue has been done, and what was the outcome?

The Climate Change Response (Zero Carbon) Act is now in place, we now ask LGNZ to focus on its implications for Local and Regional Government.

The Climate Change Commission has released its first package of advice to Government. The package contains a range of recommendations for Government, but contains relatively little detail on the role of local and regional government.

5. Any existing relevant legislation, policy or practice

As above.

6. Outcome of any prior discussion at a Zone or Sector meeting

N/A.

7. Suggested course of action by LGNZ envisaged

Ensure LGNZ's voice on the issue is heard by the Climate Change Commission in its call to hear further feedback, and that it work with Government to support delivery of New Zealand's Nationally Determined Contribution.

6

WINZ Accommodation Supplement

Remit:	That LGNZ works with the Government to: <ol style="list-style-type: none"> 1. Conduct an urgent review of the Work and Income New Zealand (WINZ) Accommodation Supplement (AS) system zones in partnership with Territorial Authorities. 2. Schedule a two yearly review of the WINZ AS system zones in partnership with Territorial Authorities ongoing.
Proposed by:	Queenstown Lakes District Council
Supported by:	Hamilton City Council; Nelson City Council; Porirua City Council; Southland District Council; Clutha District Council; and Central Otago District Council.

Background information and research

1. Nature of the issue

Work and Income New Zealand (WINZ) administers an Accommodation Supplement (AS) system, which provides a weekly payment that helps people with their rent, board or the cost of owning a home. It is a means-tested payment that is available to citizens or New Zealand residents aged over 16 who are not in social housing and have accommodation costs to meet¹.

The AS is structured according to four tiers, with AS1 being paid in urbanised areas (\$305 per week) through to AS4 being paid in the least urbanised areas (\$120 per week). The vast majority of the land mass of New Zealand is classified as AS4. With a difference of \$185 per week between AS1 and AS4, it is important that urban areas are zoned appropriately.

However, the AS system has not kept pace with areas experiencing significant change. It was last reviewed in 2018, but for high growth areas significant urban developments have been overlooked. New developments and suburbs have emerged at pace and have remained at their original rural AS level of AS4. With the current government's appetite for increasing housing supply, this issue may become more apparent with progress in this space.

This creates an inequitable and confusing situation between closely located neighbouring suburbs within urban areas. Older urban areas may be zoned as AS1, but new, adjacent neighbourhoods remain zoned AS4 as if never developed. Residents moving into these new neighbourhoods are rarely aware of the significant drop in AS they will experience and the considerable impact this could have upon their family's wellbeing.

¹ <https://www.workandincome.govt.nz/products/a-z-benefits/accommodation-supplement.html>

This remit is recommending that LGNZ pursues an urgent review of the AS map across the country to ensure that households are able to access funds that will meaningfully improve their financial position and wellbeing.

This review should be undertaken in partnership with territorial authorities, aligning urban zoning potential with AS1 areas insofar as possible.

Furthermore, with a strong governmental focus on increasing the supply of housing across New Zealand, the review of the AS system should be conducted every two years in order to accommodate future changes.

Ensuring a regular, systematic review will be essential to maintaining the health of the AS system ongoing. A review every two years will ensure that the risk of this situation threatening the wellbeing of fast-growing communities can be mitigated over the longer-term.

2. Background

The payments are particularly important to people in areas where the cost of living is high, but the average wages are below the national average.

Queenstown is a good example of where this is a challenge. The urban geography of the Queenstown Lakes District has changed considerably due to unprecedented growth in both residential and visitor numbers in the past ten years. Even post COVID 19, demand projections indicate a return to similar levels of growth in the near future².

As such, a number of areas identified as Area 4 (AS4) have now been fully urbanised for a number of years.

This is most notable in the Wakatipu Ward, where 16 per cent of all dwellings are in the Lake Hayes Estate, Shotover Country Estate and Jacks Point. These are family-focussed neighbourhoods with significant capacity to grow, yet these locations are all AS4, eligible for only \$120 AS per week. Rent averages over \$700 per week for households in these locations.

Queenstown will not be alone in facing this challenge, with other high growth areas likely experiencing similar situations.

3. New or confirming existing policy?

This remit represents a new policy position for LGNZ and for Central Government.

4. Does the issue relate to objectives in the current LGNZ business plan? How?

This remit aligns with the policy priorities of LGNZ in relation to social equity and housing. This recommendation is an initiative that will reduce the risk of inequity when increasing the housing supply for working households.

² <https://www.qldc.govt.nz/community/population-and-demand>

5. What work or action on the issue has been done, and what was the outcome?

Queenstown Lakes District Council has advocated on this matter to central government over a number of years with little localised success. A wider system change approach is now recommended.

6. Any existing relevant legislation, policy or practice

This relates to an existing WINZ product and the processes which used to govern its delivery.

7. Outcome of any prior discussion at a Zone or Sector meeting

None.

8. Suggested course of action by LGNZ envisaged

That LGNZ works with the Government to:

- Conduct an urgent review of the WINZ AS system zones in partnership with Territorial Authorities.
- Schedule a two yearly review of the WINZ AS system zones in partnership with Territorial Authorities ongoing.

7

Liability – Building consent functions

Remit:	That LGNZ works with Government to obtain legal protection/indemnity from the Crown in favour of all Councils, and/or to implement a warranty scheme, for any civil liability claim brought against a Council with regards to building consent functions carried out by Consentium (a division of Kāinga Ora), as any such costs should not be borne by ratepayers.
Proposed by:	Waikato District Council
Supported by:	Upper Hutt City Council; Hauraki District Council; Waipā District Council, Ōtōrohanga District Council; Thames-Coromandel District Council; and Hamilton City Council.

Background information and research

1. Nature of the issue

Consentium (an internal division of Kāinga Ora) has been registered as a Building Consent Authority (BCA) and has taken over building consent functions for public housing of up to four levels. Consentium is the only nationally accredited and registered non-Territorial Authority BCA.

If Kāinga Ora is disestablished via a change in government or change in government approach or if the Kāinga Ora properties are sold, then there is a risk that Councils, as “last person standing” are exposed to civil liability claims in respect of the building consent functions carried out by Consentium, with such costs being borne by ratepayers.

2. Background

Kāinga Ora, a Crown Entity subject to the Crown Entities Act 2004, has established its own Building Consent Authority (BCA) called Consentium.

Consentium is New Zealand’s first accredited and registered non-Council BCA (accredited in November 2020 and registered by the Ministry of Business Innovation and Employment (MBIE) 9 on March 2021). Consentium is a separate division within Kāinga Ora. It is not a separate legal entity.

Consentium provides building compliance services for *public housing of up to four levels* which includes:

- Processing of building consent applications;
- Issuing of building consents;
- Inspection of building work;
- Issue of Notices to Fix;
- Issue of Code Compliance Certificates; and
- Issue of Compliance Schedules.

(BCA Functions)

Disestablishment of Kāinga Ora/Sale of the Properties

There is a risk that due to a change in government or government approach that Kāinga Ora could be disestablished thereby taking Consentium with it; or could sell the properties.

If Kāinga Ora were dissolved and/or sold its properties:

- It would no longer own the properties Consentium has provided BCA Functions for, meaning new owners may attempt to bring legal proceedings against Councils (as “the last man standing”) with regards to any existing consents granted by a Council and subsequently assigned to Consentium, via sections 213 or 91(2) of the Building Act 2004, or new consents issued by Consentium. Even if such proceedings are without merit and/or unsuccessful Councils incur the costs of defence of those proceedings;
- Councils would need to take over the BCA Functions for properties that are in the process of construction and have not had a Code Compliance Certificate issued. Issues of split liability may arise where Consentium may have negligently issued a building consent or negligently undertaken preliminary inspections, with the relevant Council completing the remainder of the process. Again, this exposes Councils to risk of legal proceedings brought by the new owners of these properties.

Consentium not being able to meet its share of any civil liability if claims arise

As part of the BCA registration process Consentium had to evidence to MBIE that it will be in a position to meet its share of civil liability if claims arise in respect of the BCA Functions carried out by Consentium. A request was made for a copy of such evidence but was declined by Kāinga Ora on the basis of commercial sensitivity. This is a key issue for Councils. The private certifier system under the Building Act 1991 failed when private certifiers lost their insurance. Councils were left “holding the bag” in respect of any and all properties experiencing issues where they had any involvement and could therefore be pulled into a claim. Councils do not want history to repeat.

3. New or confirming existing policy?

The issue is related to LGNZ's existing housing policy priority, as it impacts on the consenting functions of local authorities and has potential impacts in terms of Council liability.

4. Does the issue relate to objectives in the current LGNZ business plan? How?

As per above.

5. What work or action on the issue has been done, and what was the outcome?

There has been collaboration between a few Councils with regards to obtaining legal advice on an agreement proposed by Kāinga Ora pursuant to section 213 Agreement of the Building Act 2004 with regards to certain existing consents together with advice on the risks Councils are exposed to as a consequence of Consentium taking over BCA functions in their districts.

Kāinga Ora declined to give an indemnity for matters that it had assumed liability for under the proposed section 213 Agreement. It further declined to provide information as to how it satisfied MBIE that it will be in a position to meet its share of civil liability if claims arise.

6. Any existing relevant legislation, policy or practice

As outlined above, Kāinga Ora is a Crown Entity subject to the Crowns Entities Act 2004 (CEA). Section 15(b) of the CEA specifically sets out that a Crown entity is a separate legal entity to the Crown. Section 176 of the CEA and section 49(1)(a) of the Public Finance Act 1989 (PFA) specify that the Crown is not liable to contribute towards the payment of any debts or liabilities of a Crown entity.

There is no statutory guidance on the liability of the Crown entity in tort when it is dissolved. It may be that the general position is similar to the dissolution of a company. However, in the Resource Autonomous Crown Entities, Independent Crown Entities (excluding District Health Boards and Corporations Sole), it is stated at page 59 "Although Crown entities are legally separate from the Crown, in some cases a court may decide that the Crown is liable for the agency. This will depend largely on its statutory functions and the extent of control exercised over the entity by Ministers and other central government agencies".

Section 65ZD of the CEA empowers a Minister to give a person, organisation or government an indemnity or guarantee on behalf of the Crown if it appears to the Minister to be necessary or expedient in the public interest to do so. The indemnity or guarantee may be given on any terms and conditions that the Minister thinks fit. Any guarantee can be given in respect of performance or non-performance by another person, organisation or government. Accordingly, a Minister could provide an indemnity or guarantee to Councils in the event that Kāinga Ora is dissolved, or sells its properties prior to the 10 year holding period currently contemplated.

In most states in Australia, state-backed warranties are a “last resort mechanism” protecting owners from losses arising from defective buildings, for example the Competition and Consumer Act 2010 (Cth), Part VIA and Proportionate Liability Act 2005 (NT). These act as state-backed defects insurance, covering the cost of rectifying defects for new house construction if the builder is insolvent or disappears before rectifying the defects. In its report Liability of Multiple Defendants, the Law Commission considered recommending the introduction of state-backed warranties in New Zealand if a proportionate liability regime was implemented, replacing the current joint and several

7. Outcome of any prior discussion at a Zone or Sector meeting

None.

8. Evidence of Support from Zone/Sector meeting or five Council’s

As outlined above there has been collaboration from some Councils with regards to seeking legal advice on the matter and during this collaboration there was the shared concerns around exposure to future liability claims with regards to Consentium’s activities, this no doubt will be indicative of concerns across the sector.

9. Suggested course of action by LGNZ envisaged

LGNZ seeking legal protection/indemnity from the Crown in favour of all Councils for any civil liability claim brought against a Council with regards to building consent functions carried out by Consentium, as any such costs should not be borne by ratepayers.

LGNZ seeking a state-backed warranty to be put in place in the event Kāinga Ora is disestablished, in favour of subsequent owners of Kāinga Ora properties, covering any and all liability Kāinga Ora/Consentium would have had in relation to those properties in order to prevent owners from pursuing Councils in respect to those losses, as any such costs should not be borne by ratepayers.

Remits not going to AGM

The remit Screening Committee has referred the following remits to the National Council of LGNZ for action, rather than to the Annual General Meeting for consideration. The Remit Screening Committee's role is to ensure that remits referred to the AGM are relevant, significant in nature and require agreement from the membership. In general, proposed remits that are already LGNZ policy, are already on the LGNZ work programme or technical in nature will be referred directly to the National Council for their action.

The following remits have been declined.

1. Meeting Quorum and Attendance

Remit: That LGNZ calls on the Government to introduce legislation that would update the Local Government Act 2002 to enable members attending meetings via audio link or audiovisual link to be counted as forming part of the quorum of the meeting.

Proposed by: Manawatū District Council

Supported by: Zone Three

Recommendation: That the remit is declined on the basis that it was previously debated and endorsed at the 2020 AGM.

The following remits are referred directly to the National Council for action because they reflect existing local government policy or address matters that are primarily technical in nature.

1. Increase Roadside breath testing

Remit: That LGNZ engage directly with relevant ministers and government agencies to advocate for an increase in the number of roadside breath test and mobile deterrence road safety enforcement activities.

Proposed by: Auckland Council

Supported by: Auckland Zone

Recommendation: That the remit is referred to the National Council for action.

2. Fly tipping

Remit: That LGNZ advocate the Litter Act 1979 be amended to allow for 'cost recovery' in instances where littering/fly tipping is 'more than minor' and the identity of the perpetrator is discoverable.

Proposed by: Gisborne City Council

Supported by: Hauraki District Council, Western Bay of Plenty District Council, New Plymouth District Council, Hastings District Council, Manawatū District Council, Ruapehu District Council, Napier City Council, Rotorua District Council, Whakatāne District Council, Wairoa District Council, Waikato District Council; and Whanganui District Council.

Recommendation: That the remit is referred to the National Council for action

3. Maritime Rules

Remit: That LGNZ recommend Central Government establish and improve the Maritime Rules for recreational vessels in relation to personal flotation devices, vessel registration, and licensing of skippers.

Proposed by: Northland Regional Council

Supported by: Zone One

Recommendation: That the remit is referred to the National Council for action.

4. Alcohol Licencing for appeals

Remit: That amendment be made to the Sale and Supply of Alcohol Act 2012 to enhance opportunities for the community to participate in the alcohol licensing process.

Proposed by: Whanganui District Council

Supported by: Zone Three

Recommendation: That the remit is referred to the National Council for action.

To:	Your Worship and Members
From:	Kathryn Ross, Chief Executive
Date:	30 June 2021
Subject:	Document Signed Under Council Seal
FOR INFORMATION	
Recommendation:	
That Council notes the seal was used to execute an extension of Council's guarantee of Netball Wairarapa Incorporated's loan with Wairarapa Building Society to 17 December 2021.	

Purpose

Clause 7.1 of Council's Delegations Register authorises any two of the following positions to execute documents under seal:

- Mayor
- Deputy Mayor
- Chief Executive
- Manager Assets and Operations
- Manager Finance

The Delegations Register also requires all use of the seal to be reported to Council.

In September 2019 Council agreed to provide a loan guarantee to Netball Wairarapa to enable the Bring it to Colombo Trust to transfer its assets and liabilities in relation to the netball facility at Colombo Road to Netball Wairarapa. Netball Wairarapa have extended the term of the loan contract with Wairarapa Building Society to expire on 17 December 2021.

The purpose of this report is to advise that the Council seal was used to execute an extension of Council's guarantee of that loan to 17 December 2021.

To:	Your Worship and Members
From:	Kathryn Ross, Chief Executive
Date:	30 June 2021
Subject:	Chief Executive's Report
FOR INFORMATION	
Recommendation:	
That Council notes the information contained in the Chief Executive's report 125/21.	

Purpose

The purpose of this report is to provide Council with an update (as at 16 June 2021) on Council operations and changes in the national and regional context for Council since the last CEO report to Council dated 6 May 2021.

Chief Executive's Overview

The past month or so has seen most of the staff focused on delivering the final stages of work programmes for 2020/21, delivering on co-funded stimulus projects (HOOD, Skatepark, Water), completing revisions to the Long Term Plan 2021-31 (based on Council decisions from 2 June 2021) for audit and adoption at this Council meeting and participating in national reform meetings, briefings and workshops.

It is great to have our new Communications and Engagement Manager, Matt Boulton, on board this month. While new to local government, Matt is already adding value to our Strategic Leadership Team and getting across the business and the issues and opportunities before us.

On 24 May Jareth Fox joined us as our Kaitatari Māori to back fill the Kaitakawaenga position while Tia is on secondment at He Kāhui Wairarapa, managing the PGF Wairarapa Marae Renovations Project. Jareth is from the Wairarapa and is of Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa descent and is fluent in Te Reo. He is excited to bring his background and knowledge to support us and our relationships with Iwi, Hapū, Marae and Hapori Māori for the next 12 months and we look forward to achieving (better) outcomes through partnerships between council and iwi, hapū, marae and hapori Māori (Māori Community) over the year ahead (and beyond).

Elected members will be aware that construction on the Skatepark revamp has commenced and an update on all our major projects is included at the end of this report.

This month we have also started work on the Representation Review for the 2022 Council elections, triggered by the Council's decision to introduce Māori wards and we will wrap up the review into alternative structures to deliver economic development within the region, with decisions to come to the councils in the new financial year.

As usual we remain very busy across all our functions. I remain proud of all the work that is occurring and in this report there are a number of community led, Council supported initiatives highlighted that illustrate what Council contributes to wider community wellbeing. One initiative in particular deserves specific recognition. The Shift Foundation and specifically the Just Shift it and Te Tauoranga Programmes were the recipient of the Community Initiative of the Year at the Wellington Sports Awards on 23 June. Te Tauoranga is a new programme that has been created, developed and delivered by Kata Ngatai and is only available (currently) here in Wairarapa. The programme supports young Maori women to explore their wellbeing in connection with Te Ao Maori. The Just Shift it programme supports young women to foster socialisation and engagement in physical activities, both Kata and Ali Todd deliver this programme in Wairarapa. Having both of these outstanding women in our team delivering this work to our community is something I am very grateful for and proud of. I would like to thank them, Bailey Peterson and the wider team for all the work that has been done to date, which will positively impact on the young women who have benefited from the programmes for many years to come.

As is the nature of life, just as the agenda for the Council meeting was being finalised, the Wellington region entered Alert Level 2. The EOC has not activated and will not be activating unless there is a change in situation and there are confirmed community cases or if we go into Alert Level 3. If it does activate, Council staff will be called on to support it. For now the event is being coordinated regionally from the Emergency Coordination Centre and we hope that we will return to Alert Level 1 on Sunday 27 June 2021.

National Reforms

Three waters reform

Since my last report the Government has released analysis and modelling to advance the case for change for the Three Waters Reform Programme. The reports include analysis of the economic benefits of reform by the Water Industry Commission of Scotland (WICS), independent reviews of WICS' methodology by Farrierswier and Beca, and an analysis of the effects of the proposed reform on the economy and affected industries by Deloitte.

The modelling indicates a likely range for future investment requirements at a national level in the order of \$120 billion to \$185 billion, with average cost increases for ratepayers in rural councils increasing by between three and 13 times by 2050, and for provincial councils somewhere between two and eight times). The analysis suggests that if the Government chooses to establish 3 or 4 entities the average household bills would be the same (\$800-\$1600 by 2051) with costs increasing the more entities that are created or if only two entities were created.

This national level information is just one part of the information packages DIA will release. A briefing summary can be found here [https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme/\\$file/briefing-three-waters-review-release-of-second-stage-evidence-base-released-june-2021.pdf](https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme/$file/briefing-three-waters-review-release-of-second-stage-evidence-base-released-june-2021.pdf) and FAQs can be accessed at [https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme/\\$file/advancing-the-evidence-base-background-and-faqs.pdf](https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme/$file/advancing-the-evidence-base-background-and-faqs.pdf).

At the time of writing this report Council has not received the individualised report for the Masterton District and we understand that Cabinet decisions on the key design features of the new water services entities (including the numbers and boundaries of these entities) are imminent with initial announcements expected on 30 June 2021. At this stage we anticipate that the likely number of

entities will be four and that we will sit within an area that Covers a significant portion of the lower and central North Island.

Elected members will be aware that a range of councils (such as Auckland, Christchurch, Whangarei, Napier and Clutha) have signalled that they may not participate (opt-in) in the next stage of the reforms. The Wellington region's CEOs are meeting on 25 June to discuss a work programme to support elected members and staff, following the Mayoral Forum.

I will provide a verbal update on any further information received by 30 June at the Council meeting and staff will schedule a briefing in July for elected members and iwi representatives to cover all materials we receive.

RMA reform

The exposure draft of the Natural and Built Environments Act is also going to Cabinet at the end of June. It will contain the purpose and principles for the act (including Te Tiriti o Waitangi clause and related supporting provisions) and the process for developing the national planning framework.

Elected members will recall that when the Framework was announced it would provide a set of mandatory national policies and standards on aspects of the new system, including environmental natural limits, outcomes and targets. It appears that there will be a few gaps in the exposure draft when it moves into the Select Committee inquiry process, for example:

- National Planning Framework (key clauses but not all that will be needed in the full bill)
- Natural and Built Environments Plans (again key clauses, but not all).

Matters such as consenting, designations, and compliance, monitoring and enforcement will not be in the exposure draft. These will be available as part of the full Bill. Matters related to the Strategic Planning Act will be available when that Bill is introduced next year.

The Minister for the Environment has been focussed on getting the programme up and running to achieve the tight timeframe that has been set. This has meant opportunities for local government involvement have been limited to date (e.g. the Local Government Chief Executive Forum, a small group of Mayors, and a limited number of council experts). At the Rural and Provincial meeting earlier this month the Minister discussed working with sector and conducting a "structured engagement" as proposals are developed and legislation is drafted. While LGNZ awaits information on the form of this engagement, Taituarā has appointed its Resource Management Reform Reference Group with membership from a cross section of staff within the sector.¹

Materials for the inquiry are still to be considered by Cabinet, but it may begin as early as the start of July. The process will likely run through to September, but this is also yet to be determined.

While both LGNZ and Taituarā will be making submissions, it would be appropriate to have an elected member briefing next month to get a steer from Council where it would like to prioritise its feedback, as the timeframes for input into the Inquiry process are likely be quite short.

¹ https://taituara.org.nz/Story?Action=View&Story_id=313

At this stage there is very little information about progress on the Climate Change Adaptation Act (which focuses on managed retreat and funding and financing adaptation). Webinars have started but this legislation appears to be on a slower track.

The Wairarapa Combined District Plan Joint Committee and the staff supporting it are actively considering how to proceed with the review of the plan in light of the change from effects-based planning and the uncertainty around the reform outputs at this time.

The Future for Local Government

Also at the Rural and Provincial Sector meeting, elected members heard from the Chair of the Panel for the Review into the Future of Local Government, and there was general discussion on what a genuine partnership with central government might look like, what local government could be (rather than what it could lose) and how it could evolve. Attendees heard examples from councils who had already stepped into areas such as health and housing.

On 18 June there was a Zone 4 facilitated workshop on the future of local government, that focused on the opportunities that the review presented. On 8 July the same group of councils (from the Greater Wellington Region) will have an opportunity to meet with the Panel in the Hutt to discuss their vision for the future prior to the Panel preparing its Interim Report to the Minister in September.

The Deputy Mayor of Carterton is also proposing that this topic be discussed at the next Shared Services Working Group meeting on 28 July.

POLICY ACTIVITY

National/Regional

NZ Infrastructure Strategy prepared by Te Waihangā – the Infrastructure Commission

The New Zealand Infrastructure Commission, Te Waihangā is developing a 30-year Infrastructure Strategy for Aotearoa New Zealand. Submissions close on 2 July 2021. The consultation document is available at <https://infracom.govt.nz/strategy/have-your-say/> It contains

The Commission will provide a draft Infrastructure Strategy to the Minister for Infrastructure in September 2021. The draft Infrastructure Strategy will include a set of recommendations for the Minister to consider and respond to. The final Infrastructure Strategy will then be tabled by the Minister for Infrastructure in Parliament before the end of March 2022.

Having seen an early exposure draft of the Taituarā submission and knowing LGNZ is also submitting on behalf of the sector, given workloads staff are not preparing a specific Council submission.

Climate Change Commission Final Report - Ināia Tonu Nei: A Low Emissions Future for Aotearoa

More than 15,000 individuals and organisations made submissions to the draft advice on recommended ways to reach net-zero by 2050. An estimated 4,000 people attended around 200 events across Aotearoa. Over 3,000 people attended a series of online events.

Minister Shaw released the final report on 9 July 2021. The Government has until 31 December 2021 to set the first three emissions budgets out to 2035 and release the Aotearoa first emissions reduction

plan detailing policies that will be used to achieve the budgets. Local government will play a significant role in implementing the policies to achieve the budgets. What that role is and how it is going to be supported will be clearer once central government releases the final reduction plan.

Key changes in the final report compared to the draft include:

- Slightly higher emission budgets due to recalculations based on the latest data from the Aotearoa GHG Inventory 1990-2019 and the GWP100 values from the IPCC's Fifth Assessment Report (AR5).

	2019	Emissions Budget 1 (2022-2025)	Emissions Budget 2 (2026 - 2030)	Emissions Budget 3 (2031-2035)
Draft emissions budgets (AR4) Annual average	72.1 Mt CO ₂ e/yr	271 MtCO ₂ e 67.7 Mt CO ₂ e/yr	286 MtCO ₂ e 57.3 Mt CO ₂ e/yr	223 MtCO ₂ e 44.6 Mt CO ₂ e/yr
Final emissions Budgets (AR5) Annual average	78.0 Mt CO ₂ e/yr	290 MtCO ₂ e 72.4 Mt CO ₂ e/yr	312 MtCO ₂ e 62.4 Mt CO ₂ e/yr	253 MtCO ₂ e 50.6 Mt CO ₂ e/yr

Adapted from Table 5.2: The levels of the first three emissions budgets.

- Lower ambitions on electric vehicles (EVs) due to concerns about supply.
- Increased shift to public and active transport in urban areas.
- Reduced assumption on the proportion of people shifting to public transport in provincial areas.
- Anticipating the introduction of electric ships after 2025 and short haul air travel after 2030.
- Agricultural outputs may need to be reduced without new technology to drive efficiencies. This means potential reductions to herd numbers.
- Revised how much land would be converted to horticulture, up from 2000 hectares a year to 3500 hectares a year.
- Set a farm emission carbon pricing scheme or look to bring agriculture into the emission trading scheme.
- Amendments to emissions trading scheme to manage the amount of exotic forestry planting driven by the scheme.
- Increased ambitions around cutting waste, and an upwards revision of the amount of methane emitted from landfills that will be captured. Have set a target of decreasing biogenic waste methane emissions by at least 40% by 2035, which is up from the 15% emissions reduction target in the draft advice.
- Recommended setting a date by which high performance gas capture systems are mandated for all landfills that accept organic waste.
- More paths laid out to get to emissions targets.
- Deeper integration of Treaty of Waitangi principles.
- Circular economy now extends beyond waste and is moved to the multi sector strategy section.

The full report is available here: <https://ccc-production-media.s3.ap-southeast-2.amazonaws.com/public/Inaia-tonu-nei-a-low-emissions-future-for-Aotearoa/Inaia-tonu-nei-a-low-emissions-future-for-Aotearoa.pdf>

Climate and Water Resources Summary for the Wellington Region: Warm Season (November- April) 2020-2021

The Greater Wellington Regional Council has released the Warm Season 2020-21 summary. This report includes analysis of observed data for temperature, rain fall and river flows.

Highlights for the Ruamāhanga Valley and Wairarapa Coast Whaitua:

Record high monthly temperatures:

- Masterton sweltered under 35.6°C on 27 January (highest on record).
- Martinborough reached 25.9°C on 12 April at (4th highest on record).
- Castlepoint experienced the 2nd highest January temperature on record reaching 32.1°C on 27 January.
- Temperatures were higher than average, with the April mean minimum temperature at Ngawi being the 4th highest for that month since 1972.

Ruamāhanga River flow at Martinborough Bridge:

- Monthly river flows as a percentage of normal show that January through to April were well below average.

Nov	Dec	Jan	Feb	Mar	Apr
108%	150%	57%	32%	43%	44%

- The mean flow for August in the Pahaoa River was just 135 litres per second. This is just 2.35% of the long-term average and is the 5th lowest recorded for that month since records began in 1987.

Full report can be found at <https://www.gw.govt.nz/assets/Our-Environment/Environmental-monitoring/Environmental-Reporting/WarmSeason2021.pdf>

National Environmental Standard (NES) For Storing Tyres Outdoors

The National Environmental Standard (NES) for Storing Tyres Outdoors has been gazetted. The regulations will take effect on 20 August 2021.

The NES provides a regulatory tool for regional councils to manage the environmental and health risks of tyres stored or deposited outside. This is particularly related to water quality, control of discharges of contaminants into land, air or water, and the mitigation of natural hazards.

The release of the NES is part of a package of measures to address the issue of tyre waste in New Zealand. The main initiative is a regulated tyre stewardship scheme to encourage more and better uses for end-of-life tyres. Regulations to underpin a scheme will be available for consultation later this year.

The National Environmental Standards for Storing Tyres Outdoors prevail over regional and district plan rules but allow them to be more stringent.

In other matters, submissions on the Health (Fluoridation of Drinking Water) Amendment Bill have closed. The Bill moves decisions on fluoride to the Director-General of Health (not DHBs as originally proposed given the reforms to health). On 7 June 2021 the Building (Building Products and Methods, Modular Components, and Other Matters) Amendment Bill received royal assent. Proposed Building System Reform Regulations have been circulated, with feedback again provided through Taituarā. The proposed regulations cover

- Building product information requirements
- Modular component manufacturer certification scheme
- Product certification scheme.

District

Community led, council support initiatives

Climate Change Focus Group

Thirty four expressions of interest (EOI) were received for the Masterton District Climate Change Focus Group reflecting diversity of gender, age and backgrounds (one withdrew before the EOI process closed).

A panel comprising elected members and iwi representatives have selected 10 community members for the Climate Change Focus Group, and all accepted.

The members are as follows:

Climate Change Focus Group	
<ul style="list-style-type: none">• Erica Kinder• Lisa McLaren• Michelle McCabe• Sima Rabiei• Nick Golledge	<ul style="list-style-type: none">• Chris Hollis• Joanne Waitoa• Dana Hill• John Hart• Andrew Bunny

The first get together of the group was on the 22nd of June and over the next six months the group will be developing the district climate change action plan.

Mana whenua representatives and council officers are currently designing the process for mana whenua engagement in the co-development of the action plan.

Wairarapa Youth Council - The Wairarapa Youth Council (WYC) has relaunched and meetings for 2021 have increased membership. This is now being run in house by our Community Development team.

Two meetings have been held with an average of 15 young people attending each meeting. Meetings have included an introduction, the vision, the service provided, how it operates and some dream planning! The enthusiasm from all the young people has been high, which has resulted in strong and valuable discussions so far.

While members of the WYC do not solely represent their schools, we currently have students from the following schools: St Matthews Collegiate, Chanel College, Carterton School, Solway College and Wairarapa College. Wider representation is still required, and specific invitations have been sent to schools/groups to achieve this.

The WYC will be selecting their Executive Members and confirming project / event plans at upcoming meetings. Participation is open to any young people aged 12-24, and all are welcome to attend meetings at any time.

Shift Foundation

Term 2 started with Youth Week where we created a space for youth and brought in our Shift groups throughout the week to take part. Eight different groups are being delivered this term; two Te Tauoranga (the Shift program supporting young Maori women to be active with a Maori cultural framework, which gives them an opportunity to connect to their cultural roots), two Intermediate and four Just Shift It & Shift Your Mind.

The first Shift Winter Sports Jam was very successful with 95 young women who gave hockey, netball, football and boxing a try. We partnered with the Wairarapa Boxing Academy, Wairarapa Hockey, Solway College, and Wairarapa College to make this day happen.

Te Tauoranga has been nominated for the Dominion Post Sport & Recreation Awards for Community Development (*and we now know they won their category – congratulations team*).

You can view the video of the Shift Winter Sports Jam here

<https://www.facebook.com/shiftwairarapa/videos/3990015537783706>

Neighbourhood Support

The Neighbourhood Support New Zealand (NSNZ) National Conference is to be held in Wellington 28-29 June 2021 and the WeConnect programme is a semi-finalist in the New Zealand 2021 National Awards. These awards recognise and celebrate the invaluable support and outcomes that members, volunteers, and partners have contributed to our local communities over the past two years.

The Neighbourhood Support Coordinator, in collaboration with Wairarapa Rural Community Policing team, is involved in a new project to create more rural neighbourhood support groups, encouraging them to report crime, assisting with crime prevention, CCTV information and NSNZ road signs. She is also working with St John and others to address what can be done to serve and empower the Wairarapa community and address health outcome inequity. An initial workshop focused on:

- Understand the relevance and impact of St John's current programmes
- Identify areas of community need that their current programmes do not address
- Explore how St John can play a part in:
 - improving health and wellness outcomes
 - addressing health inequities
 - increasing community resilience
- Potential partners.

We have been successful in acquiring part funding (\$2,750) for the Gets Ready neighbourhood support database for Masterton and this is being rolled out to all neighbourhood support groups. The database is community-led and individuals will sign in with their own password, which will automatically update the Masterton neighbourhood support database. This will reduce administrative work, in turn freeing up time for more in person engagement with the Masterton members and our partners (and potential partners).

Welcoming Communities

Work continues in collaboration with the Kaitakawaenga and Kaitātari Māori on Welcoming Communities. The next steps are to appoint a coordinator and to develop our Welcoming Plan, which will lay out how council working with community will achieve the Eight Welcoming Communities National Standards.

Grants

The Community Wellbeing Grants and Community Events Funds for the 2021/22 funding year will open on 1 July and close on 30 July 2021. Previous year's recipients have been contacted and provided an application form and information sheet and advertising will be done via our usual social media avenues and on our website.

The Masterton District Creative Communities Scheme committee met on 13 May 2021 and considered four applications for funding. The projects were a Surrealist Stitch workshop, the Chitty Bang Bang musical production, Adult Ballet classes and the Talent Wairarapa's First Semi Final. Funding of \$3,897 was allocated in total to these projects. The funding rounds are now being set for the 2021/22 year and we are awaiting the allocation of the 2021/22 funding.

Library

The library is starting to see the results of our two National Library funded positions. Over the last few months, Janet McAllister, our Community Engagement Librarian, has made contacts within the community and started identifying those we are not yet serving. In March, she visited Una Williams Kindergarten and talked with the teachers about how the library can support them. On 2 June 2021, 40 students visited the library and participated in our Story Go Round. They plan on visiting each school term.

Our Digital Literacy Specialist, Lisa has been busy bridging the digital divide in our community. She is providing training to not only our customers but has starting training staff on digital resources so we can better serve our customers. An *Appy Hour* programme is being launched this month where people can come discover all the amazing Apps that are available to make your life easier.

Our Children's Librarian, Charlotte has been busy with school visits and outreach to the rural schools. We have just finished the *Hell Pizza Reading Challenge* in which 72 children participated and read seven books to earn a free pizza. After the reading programme that the library has participated in for the last 20 years was disestablished, Charlotte has created our new winter reading programme, *My Matariki Reading Challenge* which will debut on 28 June. This new reading programme not only

encourages reading, but it aims to bring together children, their families and the library in a fun, activity filled programme.

The library is busy planning for Matariki, which will be celebrated on 2 July from 4:30-6:30pm. We will have a Kapa Haka performance, the story telling of Matariki, flax weaving, a musical performance by Hemi Walker and more.



Archive

Archivists have begun work on the Wairarapa Times-Age photographic collection, a vast deposit of press photo negatives taken by Wairarapa Times-Age photographers from 1959 onwards. Previously, this collection has sat undocumented, but now it is being revealed as the important visual record that it is. When this work is complete in several months' time, the subjects of over one million negatives will be searchable by archival researchers for digitisation and supply.

This work has also aided the research Michelle Clausen is undertaking for the Council, documenting the hitherto unknown, but rich history of roller skating in Masterton. Michelle's story will accompany the opening of the Skate Park at Queen Elizabeth Park later this year/early next year.

Mark Pacey, our resident US Marines expert, gave a presentation to members of the Historic Places Trust and other heritage organisations, on his research into the World War II Marine Corps camp at what is now Solway Showgrounds. Mark's research has already featured in a leading US Marines journal, and he will be publishing a book timed to coincide with next year's 80th anniversary commemoration of American troops' arrival in New Zealand.

The Tinui War Memorial Hall Safe-Crackers Crew hoped that a recent site visit would enable access to be gained to the Hall's strongroom, however it turned out this will require professional skills, not commonly found among archivists. What lies beyond the door remains a tantalising mystery but one which has the Safe-Crackers Crew on tenterhooks with nervous anticipation. Watch this space.

Properties and Facilities

Housing

Assessments of the electrical reticulation for each site have been completed in preparation for heating upgrades.

Rural Halls

Roof replacement at Rangitumau Hall has been booked. Potable water upgrades are ongoing.

Henley Lake

The public toilet block has been reopened to the public and work on the pump chambers completed.

Belgravia Leisure and Recreational Services – Contractors

Belgravia Leisure - Trust House Recreation Centre Contract

There were 10,193 total facility visits in May 2021 compared to last year when the facility was operating under COVID-19 Alert Level 2 restrictions with 831 visits. In May 2019 facility visits were 16,040. Belgravia Leisure attribute this decline to tighter finances for some families.

Council staff and Belgravia Leisure continue to progress a revised contract to commence 1 July 2021. The contract will be structured in line with the “NEC4” framework and our current maintenance contractor, Ordish and Stevens, have also agreed to move their contract to the same framework.

Belgravia Leisure - Mawley Holiday Park Contract

As anticipated occupancy quietened down in May, however business was considerably improved on previous years, with a \$10,000 increase on last year (under COVID-19 Alert Level 2). The contractor is still on track to exceed the revenue target.

Recreational Services - Parks and Open Spaces Maintenance Contract

The end of the financial year is fast approaching, and Recreational Services are working hard to continue to deliver the contracted level of service and deliver both operational work and capital projects. Budgets are on track and there is no risk to deliverables to highlight at present. There are several contractual processes to complete by 30 June 2021 to formally include new and/or upgraded assets into the contract and supporting documentation.

Parks and Open spaces

Seasonal work programmes have been adjusted due to the dryer than average winter, resulting in reduced cuts on berms, reserves, and recreational trails, allowing the ability to shift resources into capital projects and prepare sites for winter planting. Winter sports fields are performing well, with no issues raised from the various sports clubs.

Queen Elizabeth Park Oval has had extra utilisation with croquet playing while the club renovate their greens. New furniture, and bollards have been installed at Queen Elizabeth Park. Archer Street cemetery upgrade is coming to completion with the contractor taking new bookings for ash interments.

Masterton District Marae

Masterton District Council has eight maraes within its district: Whakataki, Tūmapuhia, Okautete, Motūwairaka, Te Ore Ore, Hiona, Te Rangimarie and Akura.

Whakataki, Okautete, Hiona and Akura do not have physical marae but do have marae reservation status.

Te Ore Ore, Motūwairaka and Tūmapuhia have applied for the Te Puni Kōkiri Marae Digital Connectivity package. The package includes security cameras, internet, and media products to support connecting to whānau nationally and internationally.

Te Rangimarie have limited options because the marae sits on general land and do not have marae reservation status and are not entitled to apply for the funding allocated to marae with reservation status.

Three of the eight marae within our district were successful through the Provincial Growth Fund Marae Renovations Fund, Te Ore Ore Marae, Motūwairaka and Tūmapuhia. Currently Te Ore Ore is closed for the renovations, whānau have adapted to the closure and are extremely excited about the outcome of those renovations, including Motūwairaka Marae. Tūmapuhia will take a bit longer to renovate due to builder and material availability.

The Marae Development Fund will be opening shortly, with several enquiries already.

He Kāhui Wairarapa are currently holding Marae Exhibitions at 15 Queen Street (Old Te Pātukituki site) featuring six Wairarapa marae, Te Rangimarie, Papawai, Hurunui-o-rangi, Te Ore Ore, Kohunui and Hau Ariki. Each marae exhibition will be run for a period of one month each, the last exhibition will be held in November this year. The idea around the exhibitions was not only to exhibit the marae but also to scope the desire to have a Wairarapa Toi Māori space. Te Rangimarie Marae is currently on display.

Iwi, Hapū, Marae and Hapori Māori Engagement Framework

A July workshop with the Elected Members will discuss what the framework is and how it will support the business of council. This builds on a staff workshop that focused on understanding the framework at an operational level, and how it can support operational work and what training, if any, is needed to support staff to deliver the engagement framework.

The Te Reo Māori Policy links into the Engagement Framework through the internal training to increase the staff capability and their own ability to initiate and maintain their relationships.

In May the Council held a Māori Engagement Hui at Te Rangimarie marae, where we spoke about certain kaupapa. Overall it received good feedback as one way of engaging with Iwi, Hapū, Marae and Hapori Māori, and consequently the wider Māori community were happy with the engagement from Council. We will be looking at other mediums of engagement to support all levels of council business.

Maori Liaison Support

Currently Tia and Jareth are advising and supporting on many different council matters:

Climate Change

Policy

WREMO

Translation

Civic Facility

Hood Aerodrome

Waipoua Bridge

Māori Procurement

Welcoming Communities

Guidelines

Road Naming

MDC Tikanga






Local Government Official Information and Meetings Act Requests

During the month of April, Council received seven Local Government Official Information Act (LGOIMA) requests, all of these requests have been closed with zero withdrawn. The average response time for the month of April was 10.7 working days.

May saw a further 6 requests. One request took longer than 20 days to complete due to workloads. We will be reviewing the LGOIMA process and handling during 2021/22 as part of our commitment to improving our services to the community.

Requests and responses are in the process of being made available on the Council website.

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

Period					
	No.	Responded	Ave time Working days	> 20 days	No. outstanding
April 2020	6 (note some information was only able to be retrieved from sites after entering Alert Level 2)	100%	15	1	0
May 2020	6 (note some information was only able to be retrieved from sites after entering Alert Level 2)	100%	10.1	1	0

June 2020	2 (note there was an additional request that was received in June however the request was amended on 8 July, therefore it will fall into the next round of reporting).	100%	14	0	0
July 2020	12	100%	10.8	0	0
August 2020	8 (one request was denied due to substantial collation or research)	100%	11.75	0	0
September 2020	8	100%	14.8	0	0
October 2020	7	100%	13	0	0
November 2020	5	100%	13	0	0
December 2020	5	100%	16.8	1	0
January 2021	5	100%	14.8	0	0
February 2021	10	100%	15.1	1	0
March 2021	15	100%	12.2	0	0
April 2021	7	100%	10.7	0	0
May 2021	6	83.3%	16.6	1	1

Office of the Ombudsman Complaint

In April 2021 the Office of the Ombudsman received one official complaint regarding the Masterton District Council. This was not related to an Official Information Act response.

The Office of the Ombudsman has been sent all relevant correspondence and we have not yet been advised on the decision.

Customer Services Activity

Compliments / Complaints

From 24 April to 11 June 2021, 6 official complaints were received and have been addressed, the topics included:

- Concern over the Council caravan usage by a community group
- Concern over footpath construction alongside Opaki Road residences
- Concern over the interactions for one of the annual grants
- Concern from the public relating to two separate contractor interactions
- Request to halt the deliberations on the Civic Facility

10 compliments over the same period were received, ranging from:

- A compliment to Higgins – Hi team, a big thank you for your great work and prompt service sweeping the loose gravel from our road, that is much appreciated, and I hope you all have a great weekend :)
- For Deanna Elwin: You are a trooper, every year !!Wow, I'm impressed with that efficiency, Deanna. Thanks very much.
- For Roothing Services: Steve Duncan called to praise the new swing bridge, he thinks it was a great use of the money. The decking is great, very clean and straight forward and very happy with the whole renovation.
- For Harriet Kennedy Just want to thank you for your professionalism with the public forum section of yesterday's meeting. You were prompt and accommodating. I've spoken to a number of councils, and members of the public are not always made to feel as welcome and part of standard procedure as it felt yesterday.

Service Requests

Over the 24 April to 11 June 2021 period, Council has received 1,040 service requests; 378 of these remain open. Eight of the total number of service requests have come via Elected members and the remainder came from the public.

In general, the service requests cover the full range of Council activities such as footpaths, streetlights, rural water meters, recycling, roading, water leaks, dogs (microchipping), etc.

People and Capability

COVID-19

We have completed an assessment (with other Wairarapa councils) of our business roles to ensure that we do not have work that is categorised as high risk and therefore requires vaccination for health and safety reasons. At this stage, no roles have been identified, however re-assessments will be made based on emerging advice and alert levels.

In the interim, staff have been provided with updates about the Covid vaccination roll out and are being encouraged and supported to get vaccinated.

Remote, isolated, lone workers

Work is underway to identify staff who work alone or in remote, isolated locations to see what risks they encounter, what controls we have in place, and what additional controls we need to put in place to keep our people safe when they are out in our community. It is our intention to test a solution for monitoring and communicating remotely with our Environmental Services team, prior to rolling out a solution across all of Council.

GOSH

We have engaged Workingwise to do an upgrade of our GOSH health and safety system. GOSH has been in place at Council since 2015, and this will be the first upgrade. We have identified the changes required to GOSH and how the upgrade fits in with other work we are doing such as the intranet and HR system implementation. The project will be kicking off post 1 July with an anticipated launch date

of 1 September. Features will include the ability to report health and safety matters through a phone app, a Contractor module, and a more sophisticated reporting function.

Financial Report

Will be circulated separately.



Council Project Delivery Programme

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

As at: **Thursday, 24 June 2021**

					At a Glance			Status					Current Status & Next Milestone
Ref	Profile	Stage	Project Name	Completion Date	RAG	Risk Trending	Executive Summary	Scope	Programme	Financial	Resource	Stakeholder & Comms	Commentary
P 001	High	Initiation	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"> Decision to proceed with the construction of a new facility confirmed at 2nd June deliberations meeting Work is underway to establish a governance group for the Civic facility Procurement documentation is being prepared for QS (following initial EOI) and a procurement approach for Council will be prepared
P 002	High	Implementation	Masterton Revamp	2031 - 10 year programme	G		The objectives of the Masterton revamp are: <ul style="list-style-type: none"> Increased connection with the Waipoua River – Masterton is the only Wairarapa town set on a river and showcase the three river crossings Joining things up – creating linkages throughout the town between key features. Focusing investment – helping to create a “heart” for the Town Centre and avoiding it spreading out. Greening things up – bringing in more natural landscapes and plantings and include more green along Town entrance routes Define the Town thresholds and emphasise them Be mindful of creating a safer environment for pedestrians and cyclist Reflect Masterton’s identity and enhance buildings of cultural or municipal importance 	G	G	G	G	G	<ul style="list-style-type: none"> Decision to defer the start of construction by three years until 2024 was confirmed at 2nd June deliberations meeting Design packages underway will be completed with funding that was allocated in the 2020/21 financial year, to ensure that the work is ready should external funding opportunities become available Parking investigation work will be commenced shortly, with the result being a parking strategy Physical works for the Kuripuni roundabout, northern entrance and place making will continue to be progressed between now and the main construction in the CBD starting in 2024
P 003	High	Implementation	Animal Shelter	Q2 2022	A		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.	A	A	A	G	G	<ul style="list-style-type: none"> Value engineering work is currently underway to ensure that the design is able to be delivered within the cost envelope - this will require some changes to the initial scope as the cost of construction costs are rising rapidly each month due to Covid-19 and global supply chain and material issues As a result of the QS report, this project may need to be re-scoped. The temporary Animal Shelter physical works are nearly complete with staff and dogs working from the temporary site the majority of the time Demolition to be confirmed once operations has transitioned 100% to the temporary site
P 004	High	Implementation	Skatepark Revamp	Q4 2021	A		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.	A	G	A	G	G	<ul style="list-style-type: none"> The main contractor Hunter Civil on site from 9 June and beginning demolition of the flow bowl as priority Variation to the skatepark design contract was approved for the pump track design to be completed and we are working with the designer and the contractor to ensure the design is able to maximise the allocated budget Concept designs for the Youth Hub were provided to MDC and agreed and pricing will be finalised in June

					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 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	A	G	A	A	<ul style="list-style-type: none"> Master planning workshops with Beca, the public and user groups were carried out in May, with submissions on the Masterplan closing on 31st May. A subsequent meeting with affected land owners was also held in May and some alternative proposals were presented. All feedback from the engagement is being assessed in respect of the next iteration of the master plan The master plan has delayed some of the further work that we had planned to be commencing shortly, while this won't have an impact on the completion date of the project there is some slippage with a number of milestones Remedial work is due to start on the aerodrome perimeter fence along the Waingawa River We are assessing what additional internal project resources will be required to support the project following the adoption of the master plan
P 018	Med	Initiation	Dump Station	Feb-21	On hold	↔	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.						A report to Council following hui with iwi and recommended approach is due in July.
P 020	High	Implementation	Waipoua Bridge	Q4 2021	G	↔	To deliver a pedestrian, cyclist and wheeled user (pushchairs, wheelchairs, etc.) bridge over the Waipoua River, in close proximity to the Town Centre and Queen Elizabeth Park. The bridge will enable users to complete a short loop circuit utilising our existing recreation trails bridge and provide additional access and connection to Colombo Road and Henley Lake.	G	G	A	G	A	<ul style="list-style-type: none"> Updated plans have been received from the design build contractor and we will be looking to a local supplier to provide costings for the lead in ramps A hydrodynamic load assessment was done on the bridge to confirm it will withstand a 1 in 50-year flood event as requested by GWRC Consents due to be lodged in June
Open but non-active projects													
P 019	Med	Pre-initiation	Queen Elizabeth Park Lake	2023	n/a	↔	The current consent is due to expire in 2023. We will need to explore alternative water sources and the option for lining the lake as part of this project	n/a	n/a	n/a	n/a	n/a	No new update.
P 017	High	Initiation	Henley Lake Water Consent	2020	n/a	↔	The previous resource consent for Henley Lake water take has allowed water to be take below the 'minimum flow'. The lake is dependent on the water taken from the Ruamahanga river however changes to national and regional policy statements mean that the likelihood of future consent that would allow water to be taken at low flow is unlikely.	n/a	n/a	n/a	n/a	n/a	No new update.
P 010	High	Pre-initiation	5 Towns Trail	TBC	n/a	↔	A trail linking the five Wairarapa towns, Featherston, Martinborough, Greytown, Carterton and Masterton. The Trail will be a significant new experience readily accessible from Wellington City and offering a great experience of the Wairarapa. Bridge infrastructure is key to crossing various rivers and some other trail work and road alignment will be required.	n/a	n/a	n/a	n/a	n/a	No new update.