

MASTERTON DISTRICT COUNCIL

COUNCIL AGENDA

MEETING

WEDNESDAY 4 AUGUST 2021

3.00PM

MEMBERSHIP

Her Worship (Chairperson)

Cr G Caffell

Cr D Holmes

Cr G McClymont

Cr T Nelson

Cr C Peterson

Cr B Gare

Cr B Johnson

Cr F Mailman

Cr T Nixon

Cr S Ryan

Notice is given that a meeting of the Masterton District Council will be held at 3.00pm on Wednesday 4 August 2021 at Waiata House, 27 Lincoln Rd, Masterton.

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

29 July 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
 - Ian Gunn re water usage in Masterton
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 30 June 2021
 - Land Acquisition
7. **Confirmation of Minutes of the Council meeting held on 30 June 2021 (126/21)**
Pages 101-116

FOR DECISION

8. **AMENDMENTS TO DELEGATIONS REGISTER – PARTS A & B (128/21)** Pages 121-156
9. **ESTABLISHMENT OF A CIVIC FACILITY PROJECT COMMITTEE (132/21)** Pages 157-163
10. **CIVIC FACILITY BUILD CONTRACT MODELS (134/21)** Pages 164-175
11. **PROPOSED AMENDMENTS TO FEES AND CHARGES 2021/2022: SENIOR HOUSING (131/21)** Pages 176-178
12. **24 HOUR RV DUMP STATION – ALTERNATIVE LOCATION PROPOSAL (129/21)** Pages 179-185
13. **HOOD AERODROME MASTERPLAN ADOPTION (130/21)** Pages 186-284
14. **ELECTED MEMBER REMUNERATION 2021/2022 (127/21)** Pages 285-292
15. **APPOINTMENT OF A COMMISSIONER (135/21)** Pages 293-295
16. **PRIORITY REVIEW OF FINANCIAL CONTRIBUTIONS IN THE WAIRARAPA COMBINED DISTRICT PLAN (137/21)** Pages 296-304
17. **ADOPTION OF PARKS AND OPEN SPACES STRATEGY (136/21)** Pages 305-479
18. **SKATEPARK EXISTING STRUCTURE REPAIRS**
To be circulated separately

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19. **SUBMISSION ON THE MAORI ELECTORAL OPTION**

To be circulated separately

FOR INFORMATION

20. **CHIEF EXECUTIVE'S REPORT** (138/21)

Pages 480-491

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

Pages 492-500

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

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

General Business

23. Land Acquisition

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Confirmation of minutes of the Council meeting held with the public excluded on 30 June 2021	Refer to pages 116	Refer to pages 116

Land Acquisition	7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
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**MINUTES OF THE MEETING OF THE MASTERTON DISTRICT COUNCIL HELD AT
WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON, ON WEDNESDAY 30 JUNE 2021
AT 3.00PM**

PRESENT

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

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Assets and Operations, Manager Strategic Planning, Acting Manager Community Facilities and Activities, Senior Communications Advisor, Project Delivery & Assets Manager, Policy Manager, Corporate Planner, Governance Advisor, one media representative and 20 members of the public.

KARAKIA

Her Worship led the karakia.

CONFLICTS OF INTEREST

- Councillor Nixon declared that her partner was the Hood Aerodrome Manager and leased land for a hangar at Hood.
- Councillor Gare declared he was the Masterton District Council appointment on the Cobblestones Board.

APOLOGIES

There were no apologies.

PUBLIC FORUM

- Mike Butterick spoke to Council in support of the proposed remit to the LGNZ AGM in relation to the valuation of forestry land.

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

There were no late items.

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

- Minutes of the Council meeting held with the public excluded on 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

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Moved by Councillor G McClymont

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 T Nelson and CARRIED

CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD ON 12 MAY 2021

(089/21)

Moved by Councillor S Ryan

That the minutes of the meeting of the Masterton District Council held on 12 May 2021 be confirmed.

Seconded by Councillor C Peterson and CARRIED

CONFIRMATION OF MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 20 MAY 2021 (097/21)

Moved by Councillor S Ryan

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

Seconded by Councillor T Nixon and CARRIED

Councillor Holmes noted that he had requested his vote against the Maori Wards decision be recorded [*Note to minutes: correction made*]

CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD ON 2 JUNE 2021

(109/21)

Moved by Councillor F Mailman

That the minutes of the meeting of the Masterton District Council held on 2 June 2021 be confirmed.

Seconded by Councillor B Gare and CARRIED

Councillor Nelson and Councillor Peterson noted that they had requested their votes against the Long Term Plan Deliberations – Masterton Revamp Project decision be recorded. [*Note to minutes: correction made*]

CONFIRMATION OF MINUTES OF THE EMERGENCY COUNCIL MEETING HELD ON 16 JUNE 2021 (116/21)

Moved by Councillor T Nixon

That the minutes of the emergency meeting of the Masterton District Council held on 16 June 2021 be confirmed.

Seconded by Councillor G McClymont and CARRIED

REPORT OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 12 MAY 2021

(090/21)

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The report of the Audit and Risk Committee meeting held on 12 May was taken as read. The following items had been considered

- Audit Plan for the year ending 30 June 2021
- Civic Financial Services Ltd Annual General Meeting
- Service Provision Report: Aratoi Regional Trust
- Service Provision Report: Destination Wairarapa
- Non-Financial Performance 2020/21 Third Quarter Report
- Nine Months to date Financial Report 2020/21
- Health and Safety Quarterly Report
- Exception to Procurement Policy
- Local Government Funding Agency Quarterly Report
- External Project Funding
- Insurance Report

Moved by Mayor L Patterson

That the report of the meeting of the Audit and Risk Committee held on 12 May 2021 including the following resolutions be confirmed

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

That the Audit and Risk Committee

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

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

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.

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

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.

SERVICE PROVISION REPORT: DESTINATION WAIRARAPA (074/21)

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.

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

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.

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

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

HEALTH AND SAFETY QUARTERLY REPORT (078/21)

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).

EXCEPTION TO PROCUREMENT POLICY (067/21)

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.

LOCAL GOVERNMENT FUNDING AGENCY QUARTERLY REPORT (071/21)

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

EXTERNAL PROJECT FUNDING (076/21)

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

INSURANCE REPORT (077/21)

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

Seconded by Councillor T Nelson and CARRIED

REPORT OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD ON 9 JUNE 2021 (113/21)

The report of the Infrastructure and Services Committee meeting held on 9 June 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 Johnson

That the Report of the Infrastructure and Services Committee meeting held on 9 June (113/21) including the following resolutions be confirmed:

COMMUNITY FACILITIES AND ACTIVITIES INFRASTRUCTURE AND SERVICES UPDATE (110/21)

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

INFRASTRUCTURE UPDATE (111/21)

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

STRATEGIC PLANNING INFRASTRUCTURE AND SERVICES UPDATE (112/21)

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

Seconded by Councillor F Mailman and CARRIED

ADOPTION OF THE 2021-31 LONG TERM PLAN (115/21)

The report seeking Council adoption of the 2021-2031 Long Term Plan was presented by the Chief Executive, who tabled a replacement page 138 which had updated the text in relation to the balanced budget.

Council's Audit Director, who was in attendance by zoom, went through the Audit Report and advised that the report was unqualified and that there were two emphasis of matters raised – the uncertainty around water reform and the external funding for Panama, as whether Council could access that external funding was uncertain.

In response to a question over the uncertainty around the external funding for Panama and why that didn't also apply to the Civic Facility the Audit Director advised that the Civic Facility was more progressed in terms of identifying potential funders and those funders had a history of funding community projects. The potential Panama funding was a new Government initiative and its application was uncertain.

In relation to a query about the consultation document the Audit Director advised that submission forms were not part of the audit and that there was no issue with the consultation as far as Audit was concerned.

Moved by Councillor T Nixon

That Council:

- 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 including replacement page 138 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 Years 1-3.**
- 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.**

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- g) subject to the successful negotiation of purchase of the preferred site for the new Civic Facility, requests staff to investigate future options, such as sale or lease, for the Municipal Building, which must include an option to retain the Façade.**

Seconded by Councillor F Mailman

The Audit Director was asked what the implications of removing the Civic Facility Project from the Long Term Plan would be. He advised that it would be a material change that would require the ten year plan to be reworked and be subject to a further audit.

An amendment to the motion was put:

Moved Councillor B Johnson

That Council:

Withdraws the Civic Facility from the Long Term Plan until the \$4m external funding is secured.

Seconded Councillor D Holmes and LOST

For	Against
Councillor Johnson	Mayor Patterson
Councillor Nelson	Councillor Gare
Councillor Holmes	Councillor Nixon
Councillor Caffell	Councillor Mailman
Council Peterson	Councillor McClymont
	Councillor Ryan

Moved by Councillor T Nixon

That Council:

- h) note that the 2021-31 Long-Term Plan reflects the decisions made by Council at the Deliberations Meeting held on 2 June 2021.**
- i) 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.**
- j) acknowledge the Audit opinion on the 2021-31 Long-Term Plan.**
- k) 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 Years 1-3.**
- l) delegate authority to the Chief Executive to approve minor proofing corrections prior to publication of the 2021-31 Long-Term Plan document; and**
- m) note that the final 2021-31 Long-Term Plan will be published within one month of its adoption.**
- n) subject to the successful negotiation of purchase of the preferred site for the new Civic Facility, requests staff to investigate future options, such as sale or**

lease, for the Municipal Building, which must include an option to retain the Façade.

Seconded by Councillor F Mailman and CARRIED

FOR	AGAINST
Mayor Patterson	Councillor Johnson
Councillor Gare	Councillor Nelson
Councillor Nixon	Councillor Holmes
Councillor Mailman	Councillor Caffell
Councillor McClymont	Council Peterson
Councillor Ryan	

Her Worship thanked staff for the many hours of work that had gone into the Long Term Plan.

RATES RESOLUTION 2021-2022 (119/21)

The report seeking Council adoption of the rates for the 2021-2022 year was taken as read.

Moved Mayor L Patterson

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.

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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	<u>\$6,377,000</u>

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	\$ 953,000
	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	\$ 645,000
	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	\$ 780,000
	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
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R1	\$532.00 per part of rating unit, raising	\$2,088,000
	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	\$751,000
	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) Roading 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	& \$ 63.00 per part of rating unit, raising	\$ 613,000
U2		
R1	\$ 366.00 per part of rating unit, raising	\$1,437,000
	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:

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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	\$ 730,000
	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	<u>\$ 5,614,000</u>

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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

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.

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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

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- 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

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(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.

Seconded by Councillor B Gare and CARRIED

Councillor Johnson requested her vote against the motion be recorded.

2021 LOCAL GOVERNMENT NEW ZEALAND ANNUAL GENERAL MEETING: REMITS (117/21)

The report seeking Council endorsement of remits proposed for the LGNZ AGM was taken as read.

Members discussed the remits with the majority agreeing with the recommendations in the schedule set out in Attachment 1 to the report.

Moved Mayor L Patterson

That Council endorses the remits to the 2021 Local Government New Zealand Annual General Meeting set out in Attachment 1 to Report 117/21.

Seconded G McClymont and CARRIED

DOCUMENTS EXECUTED UNDER SEAL (118/21)

The report advising of the use of the Seal to execute an extension of a guarantee by Council was taken as read.

Moved Councillor G Caffell

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.

Seconded Councillor B Gare and CARRIED

CHIEF EXECUTIVE'S REPORT (125/21)

The report providing an update on Council operations and changes in the national and regional context since 6 May was taken as read. The financial report was tabled.

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The Mayor acknowledged Kata Ngatai for the award won at the Wellington Sports Awards for the Te Tauoranga programme she had developed, and Kata and Ali Todd for the work they did on the Just Shift it programme.

Moved Mayor L Patterson

That Council notes the information contained in the Chief Executive's report 125/21 and in the financial report which was tabled.

Seconded Councillor S Ryan and CARRIED

unconfirmed

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

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

Seconded by Councillor Mailman and CARRIED

The meeting moved into public excluded at 4.49pm

The meeting closed 4.53pm

To:	Her Worship the Mayor and Councillors
From:	Angela Jane, Manager Strategic Planning
Endorsed by:	David Hopman, Acting Chief Executive
Date:	4 August 2021
Subject:	Amendments to Delegations Register – Parts A and B
DECISION	
Recommendation:	
That Council:	
<ul style="list-style-type: none"> (a) Receives the report 'Amendments to Delegations Register – Parts A and B (Report reference 128/21)' dated 4 August 2021. (b) Adopts the amended Masterton District Council Delegations Register – Parts A and B as contained in Attachment 1 to Report 128/21. 	

Purpose

This report seeks Council adoption of amended text in Parts A and B of the Masterton District Council Delegations Register. These parts contain Council delegations to the Chief Executive and Mayor (Part A) and directly to staff where legislation prohibits sub-delegation (Part B).

Context

The purpose of the Council's Delegations Register (the Register) is to define and authorise Council's delegations to:

- the Mayor (Part A)
- Council Committees (Part C)
- the Chief Executive; and (Part A)
- directly to MDC officers, where legislation prohibits sub-delegation. (Part B)

The Register also includes sub-delegations (those from the Chief Executive to staff) in Part D.

Council's current policy and parts A to C of the register were last updated in December 2019 following an extensive review. Council Officers have recently completed a review of Part D (delegations from the Chief Executive to staff) and through this review we have identified some further amendments to refine Parts A and B of the register. The Policy and Part C of the Register (relates to delegations to Council Committees) are unaffected.

The Policy, along with the amended Parts A and B of the Register are enclosed with this report in Attachment 1. A summary of the suggested amendments is included in the Discussion section of the report.

Legislative Context

The Council has certain statutory powers it can exercise and duties it must fulfil. Various statutes recognise that it is not efficient or practical for Elected Members to have to deal with every aspect of their functions, duties and powers and therefore provide Council with the legal authority to delegate to officers.

In particular, Council has the authority to delegate to officers under Schedule 7 clause 32 of the Local Government Act 2002 (see Attachment 3). Clause 32 also sets out powers that cannot be delegated, as follows:

- (a) the power to make a rate; or
- (b) the power to make a bylaw; or
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or
- (d) the power to adopt a long-term plan, annual plan, or annual report; or
- (e) the power to appoint a chief executive; or
- (f) the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement; or
- (h) the power to adopt a remuneration and employment policy.

Acts requiring delegation from Council to the Chief Executive are included in Part A and B of the Delegations Register. Most Acts of Parliament allow the Chief Executive the discretion to sub-delegate to council officers, provided he or she has the delegated power from the Council to do so.

Some Acts of Parliament prescribe the way that delegations must be made and do not allow the Chief Executive to sub-delegate. These Acts, including the Resource Management Act 1991, require delegation from Council directly to officers. These Acts are included in Part B of the Delegations Register.

Whilst delegations enable the Chief Executive and officers to act, discretion is applied. The Chief Executive can choose to refer any matter to Council or a relevant Committee for decision. Similarly, under Part D of the delegations register, officers can choose to refer any matter to the Chief Executive for decision.

Discussion

Council Officers have utilised the experience of current staff and the extensive research undertaken by Tauranga City Council Officers several years ago when it reviewed all legislation to determine a new Part D of the Delegations Register. The recommended amendments to the register are categorised below.

Additional legislation

This recent review has identified further legislation for inclusion in Part A. Staff recommend adding the following legislation to the Chief Executive's delegations to allow for the following duties and responsibilities to be met:

- Administration Act 1969
 - Power to pay money owing to a deceased person or pay/refund funeral expenses owed in the manner and circumstances specified
- Amusement Devices Regulations 1978
 - Duties and powers required to ensure amusement devices meet safety standards
- Transport Act 1962 and all regulations,
 - Powers to manage road closures for short periods of time
- Land Act 1948
 - Power to request declaration that the lease or licence be forfeited for non-payment of rates and power to apply funds for reserves under administration of Council
- Local Authorities (Members' Interests) Act 1969
 - Power to seek approval from the Auditor-General that person's interests will not exclude them from election/appointment to the local authority
- Marine and Coastal Area (Takutai Moana) Act 2011,
 - Duty as consent authority to consider whether the matters set out will have an adverse effect on the exercise of a protected customary right
- Public Bodies Leases Act 1968.
 - Powers and duties as a leasing authority

Restriction to Reserves Act delegations

For clarity Council Officers recommend the following additional clause be added to the delegation to the Chief Executive in relation to the Reserves Act delegation:

For the avoidance of doubt, all powers requiring a resolution by Council in order to be enacted are retained by Council.

The sections within the Reserves Act that are retained by Council are:

Section 14 - Local authority may declare land vested in it to be a reserve

Section 16 – Classification of reserves

Section 24 – Change of classification or purpose or revocation of reserves

Section 111 – Road reserve may be dedicated as a road

Resource Management Act 1991 amendments

Council Officers recommend that the following powers revert to Council to align with other legislative provisions in the setting of fees:

- Section 36 – setting of fees for resource consenting activities
- Section 79 – review of policy statements and plans

Council Officers recommend that Council introduces landholder and requiring authority roles for the Manager Community Facilities and Activities and Manager Assets and Operations.

The roles of planners, managers and senior managers are also proposed for some rebalancing.

These proposed changes are reflected in Part B of Attachment 1.

Use of Council seal

Further clarification is recommended for the use of the Council seal by the addition of the following text:

“Unless otherwise stated, all use of the Common Seal will require the signatures of either the Mayor or Deputy Mayor, and the Chief Executive, or one of the delegated senior managers.

For matters relating to section 174(1) of the Local Government Act 2002, the Common Seal may be affixed by the Chief Executive, and Manager Strategic Planning or the Manager Assets and Operations.

For matters relating to section 80 of the Local Government (Rating) Act 2002, the Common Seal may be affixed by the Chief Executive and Manager Finance.”

COVID-19 related delegation to Chief Executive

In March 2020 on the eve of the first lockdown due to the COVID-19 epidemic the Council granted emergency delegations to the Chief Executive in the event that Council could not hold meetings. The emergency delegation is less likely to be required given the government has allowed virtual meetings by the entire Council under the provisions of the Epidemic Preparedness (COVID-19) Notice 2020. However, if there was another lockdown with illness there is a small chance that there may not be enough councillors to attend a virtual meeting to represent a quorum and a meeting will not be able to be held.

Council Officers recommend the emergency COVID-19 delegation be included in the Delegations Register as a precautionary measure. The key risk associated with such a delegation to the Chief Executive is that Council disagrees with a decision made and seeks to overturn it at a later date. This risk is considered low given:

- the conditions that limit the exercise of the delegation
- the low likelihood of the delegation needing to be exercised.

The additional text below is reflected in Attachment A under Part A.

1. Delegates all responsibilities, duties and powers of the Council, except those set out in paragraphs (a) to (h) of clause 32(1) of Schedule 7 of the Local Government Act 2002, to the Chief Executive, subject to the following conditions:
 - (a) The delegated powers, duties and responsibilities may be exercised only in circumstances where, due to the COVID-19 related lockdown of the country, the Council or its committees are unable or unavailable to hold meetings that comply with the requirements of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987;
 - (b) the Mayor and Deputy Mayor, if available, must be consulted regarding any decisions (if either the Mayor or Deputy Mayor are unavailable then every endeavour will be made to consult the Chair of the Infrastructure and Services Committee; if the Chair of the Infrastructure and Services Committee is unavailable then every endeavour will be made

to consult one other Councillor; if both the Mayor and Deputy Mayor are unavailable, then every endeavour will be made to consult two Councillors, including the Chair of the Infrastructure and Services Committee if they are available);

- (c) the delegation may only be used to attend to urgent matters; and
- (d) in the event that the Chief Executive is unable to exercise the delegation due to COVID-19 the Chief Executive's delegation will cascade to the acting Chief Executive; any decisions made will be reported to the next meeting of Council.

Conclusion

The recommended amendments contained in this report are intended to refine the Delegations Register to better reflect legislative matters, practical implications of managing Council activities and competencies of roles.



Masterton District Council Delegations Register

Sophie ID:	100721
Applicable to:	Masterton District Council Elected Members and Staff
Issued by:	Chief Executive
Last Approved:	2019
Review Date:	2021
Contact Person	Manager, Strategic Planning

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1. INTRODUCTION

Masterton District Council / Te Kaunihera ā-rohe o Whakaoriori relies on a clear distinction between governance and management activities for effective operation.

Masterton District Council is comprised of:

- elected members, who have overall responsibility for Council decisions and activities;
- the Chief Executive, who is the sole employee of the elected members; and
- staff, who are employed by the Chief Executive.

Elected members are responsible for governance.

The Chief Executive is responsible for management activities, which includes implementing the governance decisions made by elected members.

To support the efficient and effective operation of Masterton District Council, the Chief Executive sub-delegates management activities.

2. ABOUT THIS REGISTER

This Delegations Register is divided into four parts.

PART A contains the delegation by the Council to the Chief Executive and Mayor. These include many of the responsibilities, duties and powers imposed on the Council by Acts, regulations, and bylaws made by the Council, together with delegations in respect of financial management, property transactions (including leases and licences), and other matters such as dealing with legal proceedings and the settlement of claims.

These delegations may be sub-delegated by the Chief Executive, unless this is expressly prohibited in Part A.

These delegations may be sub-delegated, unless this is expressly excluded in Part A.

PART B contains delegations by the Council to officers, in particular under the Local Government (Rating) Act 2002 and the Resource Management Act 1991. These delegations are made directly to officers (rather than being delegated to the Chief Executive and then sub-delegated to officers) as the powers in these Acts cannot be sub-delegated.

PART C contains delegations by the Council to Committees, Forums and Task Groups. This is an efficient way in which to spread the responsibilities of decision-making among elected members and officers. Depending on the nature of the authority delegated to them, these bodies will either have the power to consider and recommend or to consider and make decisions in respect of the matters they deal with. They, like the Council, must comply with the decision-making requirements set out in part 6 of the Local Government Act 2002.

PART D contains the sub-delegation of most of the responsibilities, duties and powers delegated by the Council to the Chief Executive. This is consistent with the principle behind the delegations register, referred to in the Delegations Policy which is to delegate decision-making to the lowest competent level. Generally, these sub-delegations may not be further sub-delegated under Part C.

PARTS A, B AND D expressly exclude any power, responsibility or duty that has been delegated to a Committee, Subcommittee (including an Officer Subcommittee), Council Hearings Panel or other subordinate decision-making body.

In addition, in Section 3 overleaf, the Register includes the Council's delegations policy, which frames the content of the Register.

2.1 AMENDMENTS TO THIS DELEGATIONS REGISTER

This Delegations Register is maintained by the Policy team, whose staff may amend it only to:

- Give effect to any Council resolution with respect to Parts A, B or C.
- Give effect to any written instruction to that effect given by the Chief Executive with respect to Part D.
- Make any typographical or grammatical corrections.

3. DELEGATIONS POLICY

3.1 LEGAL FRAMEWORK

Schedule 7, clause 32 of the Local Government Act 2002 (LGA) sets out Council's authority to delegate its responsibilities, duties or powers to subordinate decision-making bodies or officers.

Unless expressly provided otherwise in the LGA, or in any other Act, the Council is able to, and will, delegate to a committee or other subordinate decision-making body, community board, or member or officer of the Council any of its responsibilities, duties or powers except the power to:

- make a rate; or
- make a bylaw; or
- borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or
- adopt a long-term plan, annual plan, or annual report; or
- appoint a Chief Executive; or
- adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement; or
- the power to adopt a remuneration and employment policy.

3.2 GENERAL COMMENTS

The Council supports the principle of delegating decision-making to the lowest competent level. This makes best use of the abilities of elected members, ensuring the cost-effective use of resources and promoting the development of efficient and effective management.

A committee, or other subordinate decision-making body, or member or officer of the local authority may sub-delegate any of its responsibilities, duties or powers to a subcommittee or person, subject to any conditions, limitations, or prohibitions imposed by whichever body made the original delegation. The Council may also delegate to any other local authority, organisation or person the enforcement, inspection, licensing and administration related to the Council's bylaws and other regulatory matters.

To avoid doubt, no delegation relieves the body or person making the delegation of the liability or legal responsibility to perform or ensure performance of the function or duty being delegated. The Council may have the power to delegate under enactments other than the Local Government Act 2002.

Any delegation made includes any ancillary responsibilities, duties or powers necessary to give effect to that delegation.

Unless specifically time-limited, a delegation will continue in force until specifically revoked, or varied by the delegator or the Council.

Unless a valid delegation in respect of a matter has been made, any decision required in respect of that matter can only be made by the Council at an ordinary or extraordinary meeting.

3.3 CHIEF EXECUTIVE

The Masterton District Council is a local authority under the Local Government Act 2002. Elected members and the Mayor make up the Council's governing body, which is responsible and democratically accountable for decision-making. Masterton District Council has also appointed iwi representatives.

The governing body appoints only one employee, the Chief Executive. He or she negotiates the terms of employment and employs all Council staff. The Chief Executive is the Council's principal administrative officer.

The Chief Executive is responsible for implementing the decisions of the Council and ensuring that all responsibilities, duties and powers delegated to him or her, or to any person employed by the Council, are properly performed or exercised. This includes those imposed or conferred by an Act, regulation or bylaw.

The Chief Executive may sub-delegate to any other officer of the Council any of his or her powers, except the power to delegate or any power that is subject to a prohibition on delegation. Further sub-delegations are not permitted under the Local Government Act 2002.

The Chief Executive can also delegate any powers in an Act or regulation that are directly conferred on the Chief Executive.

3.4 COMMITTEES, SUB-COMMITTEES, OTHER SUBORDINATE DECISION-MAKING BODIES AND JOINT COMMITTEES

The Council may appoint committees, sub-committees, and other subordinate decision-making bodies that it considers appropriate. It may also appoint a joint committee with another local authority or other public body.

Any of the Council's responsibilities, duties or powers other than those referred to above may be delegated to a committee, sub-committee or other subordinate decision-making body.

A committee or other subordinate decision-making body may appoint the sub-committees that it considers appropriate unless the Council prohibits it from doing so.

Committees or other subordinate decision-making bodies are subject in all things to the control of the Council. They must carry out all general and special directions of the Council given in relation to them. Sub-committees are subject in the same way to the committees that appointed them.

The Council or a committee is not entitled to rescind or amend a decision made under delegated authority by a committee, a sub-committee, or another subordinate decision-making body.

All such bodies are, unless the Council resolves otherwise, deemed to be discharged on the coming into office of elected members at the next triennial election after the committees, sub-committees, or other subordinate bodies were appointed. Unless such a resolution is made, delegated powers will lapse on discharge of the body concerned.

These entities may, without confirmation by the Council or committee or body that made the delegation, exercise those delegations in the same way as the Council could have done.

3.5 MEMBER AND OFFICER DELEGATIONS

For the purpose of this Policy:

"officer" means a named person, or the person who is for the time being the holder of a specified office;

"member" in relation to a community board, means a member appointed or elected to that board and in relation to a local authority means a member of the governing body of the Council, including the Mayor.

The Council may delegate to a member or officer of the Council any of its responsibilities, duties or powers other than those referred to in (other than those referred to in the 'Legal Framework' section of this policy). Such delegations may be sub-delegated to another person, subject to such sub-delegations being lawful, and any conditions, limitations, or prohibitions imposed by the Council or by the committee, body or person that made the original delegation.

An officer may sub-delegate to another officer of the Council any of his or her powers delegated by the Council to that officer, except:

- the power to delegate; or
- any power delegated to the officer that is subject to a prohibition on delegation; or
- any power under an enactment where the enactment expressly prohibits the delegation of the power.

Effectively, this means that only one sub-delegation of a power is permitted (typically from the Chief Executive to an officer).

An officer to whom any responsibilities, duties or powers are delegated may exercise them in the same way and with the same effect as the delegating officer could have done.

If not specified in the Delegations Register, delegations to an officer holding a named position may be exercised by all officers in a direct line of authority above that officer. This applies also to any officer who performs or exercises the same or a substantially similar role or function, whatever the name of his or her position.

A delegated authority must be exercised in accordance with all relevant Council policies and conditions, such as financial limits and process and reporting requirements.

Where an officer is in a position in an acting capacity, the officer may exercise the delegations to that position. The officer should typically state that he or she is exercising the delegation in an acting capacity.

Where there is any ambiguity between the wording of a legislative function and the delegation of that function to an officer, the wording of the legislation will prevail. A delegation made under legislation that is subsequently repealed will be read as a delegation made, with or without modification, under any replacement or corresponding legislation.

Responsibilities, duties or powers under the Resource Management Act 1991 and the Local Government (Rating) Act 2002 delegated by the Council to officers, including the chief executive, may not be sub-delegated.

The delegation of a responsibility, duty or power is the granting of authority to exercise that responsibility, duty or power, not a compulsion to do so (either at all or in a particular case). Whether or not to exercise a delegated authority may depend on the circumstances of a particular matter or the job description of the officer concerned. Where the authority is granted to a number of officers employed in different activity areas of the Council, it will be up to the managers of the activity area(s) concerned to ensure that the authority is exercised consistently across all of those activity areas.

4. PART A: STATUTORY AND OTHER DELEGATIONS TO THE CHIEF EXECUTIVE AND MAYOR

For the purpose of performing his or her duties, the Council delegates to the Chief Executive all of its responsibilities, duties and powers in any enactment or bylaw, subject to the restrictions set out in the sub-parts and tables in this Part.

These delegations exclude any power, responsibility or duty that has been delegated to a Community Board, Committee, Subcommittee (including an Officer Subcommittee), Council Hearings Panel or other subordinate decision-making body as set out in Part C.

These delegations are also conferred on any person appointed as Acting Chief Executive during the Chief Executive's absence. The Acting Chief Executive should typically state that he or she is exercising the delegation in an acting capacity.

The Chief Executive may sub-delegate any of these responsibilities, duties, or powers unless this is expressly prohibited by law or as set out in the sub-parts and tables in this Part.

Delegations to an officer holding a named position may be exercised by all officers in a direct line of authority above that officer. This applies also to any officer who performs or exercises the same or a substantially similar role or function, whatever the name of his or her position.

Where an officer is in a position in an acting capacity, the officer may exercise the delegations to that position. The officer should typically state that he or she is exercising the delegation in an acting capacity.

4.1 RESTRICTIONS

Under clause 32, Schedule 7 of the Local Government Act 2002 (LGA), Council may not delegate authority to:

- make a rate;
- make a bylaw;
- borrow money or purchase or dispose of assets other than as approved in the Long-Term Plan (LTP);
- adopt an LTP, Annual Plan or Annual Report;
- appoint a Chief Executive;
- adopt policies required to be adopted and consulted on under the LGA in association with the LTP or developed for the purpose of the Local Governance Statement; or
- adopt a remuneration and employment policy.

In addition, Council cannot delegate:

- the power to make a final decision to reject or modify a recommendation from the Ombudsman, as per Section 32 of the Local Government Official Information and Meeting Act 1987 (LGOIMA);
- to an employee or any other person, the power under the Resource Management Act 1991 (RMA):
 - to approve a proposed policy statement or plan under Schedule 1 (clause 17); or
 - to delegate.
 - (for the avoidance of doubt, these powers may be delegated to a Council Committee).
- any other matter where legislation requires a Council resolution, including, but not limited to:
 - removing the Deputy Mayor or a committee chairperson from office;

- approving or amending Council's Standing Orders;
- approving or amending Council's Elected Member Code of Conduct;
- determining the structure, terms of reference and delegated authorities of committees;
- establishing a joint committee with another local authority or public body;
- adopting the Triennial Agreement;
- setting fees and charges; and
- declaring a reserve under the Reserves Act 1977 (s.14).

4.2 MAYORAL DELEGATIONS

Council delegates authority to the Mayor to:

- appoint any staff member as an authorised staff member for the purpose of signing Council documents during the absence of both the Chief Executive and the Acting Chief Executive;
- operate the Mayoral Fund; and
- approve the attendance of Councillors and the Chief Executive at seminars and training courses.

4.3 EMERGENCY COVID-19 LOCKDOWN DELEGATION

Council delegates all responsibilities, duties and powers of the Council, except those set out in paragraphs (a) to (h) of clause 32(1) of Schedule 7 of the Local Government Act 2002, to the Chief Executive, subject to the following conditions:

- (a) The delegated powers, duties and responsibilities may be exercised only in circumstances where, due to the COVID-19 related lockdown of the country, the Council or its committees are unable or unavailable to hold meetings that comply with the requirements of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987;
- (b) the Mayor and Deputy Mayor, if available, must be consulted regarding any decisions (if either the Mayor or Deputy Mayor are unavailable then every endeavour will be made to consult the Chair of the Infrastructure and Services Committee; if the Chair of the Infrastructure and Services Committee is unavailable then every endeavour will be made to consult one other Councillor; if both the Mayor and Deputy Mayor are unavailable, then every endeavour will be made to consult two Councillors, including the Chair of the Infrastructure and Services Committee if they are available);
- (c) the delegation may only be used to attend to urgent matters; and
- (d) in the event that the Chief Executive is unable to exercise the delegation due to COVID-19 the Chief Executive's delegation will cascade to the acting Chief Executive; any decisions made will be reported to the next meeting of Council.

5. PART A - SUB-PART 1 – LEGISLATIVE DELEGATIONS

In accordance with the delegation set out at the beginning of Part A, the Chief Executive has delegated authority for all powers, duties and responsibilities conferred by statute and regulation. This includes, but is not limited to, the list below. This authority specifically excludes the power to adopt plans, strategies, policies or bylaws (and any powers, duties or responsibilities that cannot by law be delegated).

5.1 ADMINISTRATION ACT 1969

Delegation

All of its responsibilities, duties, and powers under this Act.

5.2 AMUSEMENT DEVICES REGULATIONS 1978

Delegation

All of its responsibilities, duties, and powers under these regulations.

5.3 ANIMAL WELFARE ACT 1999

Delegation

All of its responsibilities, duties, and powers under this Act except the power to nominate a member of an animal ethics committee under section 101.

5.4 ARTS COUNCIL OF NEW ZEALAND TOI AOTEAROA ACT 2014

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) the allocation of funds to community arts projects;
- (b) consenting to a representative of the local authority to be a member of the community arts council under section 18(2); and
- (c) making a grant under section 18(2)(b).

5.5 BIOSECURITY ACT 1993 AND ANY REGULATIONS MADE UNDER THAT ACT

Delegation

All of its responsibilities, duties, and powers under this Act and regulations made under this Act except: the power to set and assess rates; and

- (a) the power to transfer the performance of an operation under this Act to another local authority.

5.6 BIRTHS, DEATHS, MARRIAGES, AND RELATIONSHIPS REGISTRATION ACT 1995

Delegation

The power under section 75E to request the Registrar-General to provide a copy of all entries made in the access register in relation to any person.

5.7 BUILDING ACT 2004

Delegation

All of its responsibilities, duties, and powers under this Act and regulations.

5.8 BUILDING RESEARCH LEVY ACT 1969

Delegation

If the Council has been appointed an agent under section 9, receiving any levies payable.

5.9 BURIAL AND CREMATION ACT 1964 AND ANY REGULATIONS MADE UNDER THAT ACT

Delegation

All of its responsibilities, duties and powers under this Act and regulations made under this Act except:

- (a) naming of cemeteries under section 7;
- (b) making of bylaws under section 16;
- (c) erecting a crematorium under sections 38 and 39; and
- (d) making of bylaws under section 40.

5.10 BYLAWS ACT 1910

Delegation

The duty to give public notice under section 12(8).

5.11 CIVIL DEFENCE EMERGENCY MANAGEMENT ACT 2002

Delegation

All the duties of a local authority under section 64.

5.12 CRIMINAL PROCEDURE ACT 2011 AND REGULATIONS MADE UNDER THAT ACT

Delegation

All of its responsibilities, duties, and powers under this Act and regulations made under this Act.

5.13 DOG CONTROL ACT 1996 AND ANY REGULATIONS MADE UNDER THAT ACT

Delegation	
	All of its responsibilities, duties, and powers under this Act and regulations made under this Act except:
(a)	making grants under section 6(2)(b);
(b)	appointing a joint committee under section 7;
(c)	adopting a dog control policy under section 10, and reviewing the dog control policy under section 10AA;
(d)	entering into a written agreement under section 16(2) with another territorial authority in respect of dog control services;
(e)	making dog control bylaws under section 20;
(f)	hearing and determining an objection to a probationary owner classification under section 22;
(g)	terminating a probationary owner classification under section 23;
(h)	hearing and determining an objection to a disqualified owner classification under section 26;
(i)	hearing and determining an objection to a dangerous dog classification under section 31;
(j)	determining an objection to a menacing dog classification under sections 33B or 33D;
(k)	setting dog control fees under section 37;
(l)	hearing and determining an objection to a barking dog notice under section 55;
(m)	entering into an agreement with another territorial authority for the provision of pound facilities under section 67 (limited to short term or temporary arrangements) and
(n)	setting pound fees under section 68.

5.14 ELECTRICITY ACT 1992

Delegation	
	All of its responsibilities, duties, and powers under this Act.

5.15 FENCING ACT 1978

Delegation	
	All of its responsibilities, duties, and powers under this Act.

5.16 FOOD ACT 2014 AND REGULATIONS MADE UNDER THAT ACT

Delegation	
	All of its responsibilities, duties, and powers under this Act, and these regulations, except:
(a)	the decision to combine with one (1) or more territorial authorities for the purpose of performing the function of a registration authority under section 173(2);
(b)	transferring the Council's functions, duties, and powers under section 176;
(c)	transferring the Council's functions, duties, and powers under section 179;
(d)	changing or revoking a transfer under section 182; and
(e)	setting fees under section 205.

5.17 FREEDOM CAMPING ACT 2011

Delegation	
	All of its responsibilities, duties, and powers under this Act except:
(a)	making bylaws under section 11; and
(b)	reviewing bylaws under section 13.

5.18 GAMBLING ACT 2003

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) granting consent under section 100 (otherwise than in accordance with the Council's policy on class 4 venues); and
- (b) adopting a policy on class 4 venues under sections 101 and 102.

5.19 GAS ACT 1992

Delegation

All of its responsibilities, duties, and powers under this Act.

5.20 GOVERNMENT ROADING POWERS ACT 1989

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) consenting to a delegation made by the New Zealand Transport Agency under section 62(1);
- (b) surrendering delegated powers and duties under section 63; and
- (c) requests to New Zealand Transport Agency under section 81 in respect of motorways.

5.21 HAZARDOUS SUBSTANCES AND NEW ORGANISMS ACT 1996 AND ANY REGULATIONS MADE UNDER THIS ACT

Delegation

All of its responsibilities, duties, and powers under this Act.

5.22 HEALTH ACT 1956 AND ANY REGULATIONS MADE UNDER THIS ACT (INCLUDING WITHOUT LIMITATION THE CAMPING-GROUNDS REGULATIONS 1985, THE HEALTH (REGISTRATION OF PREMISES) REGULATIONS 1966, THE HEALTH (HAIRDRESSERS) REGULATIONS 1980 AND THE HEALTH (BURIAL) REGULATIONS 1946)

Delegation

All of its responsibilities, duties, and powers under this Act and regulations made under this Act except:

- (a) borrowing money under section 27 otherwise than in accordance with the Long Term Plan;
- (b) making bylaws under section 64;
- (c) the powers and functions under the Housing Improvement Regulations 1947 that may not be delegated as set out in regulation 22;
- (d) setting fees under regulation 13 of the Health (Burial) Regulations 1946; and
- (e) setting fees under regulation 7 of the Health (Registration of Premises) Regulations 1966.

5.23 HERITAGE NEW ZEALAND POUHERE TAONGA ACT 2014

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) making written comments on a draft statement under section 17;
- (b) making a written submission on an application under section 69;
- (c) making contributions to funds of Heritage New Zealand Pouhere Taonga under section 97; and
- (d) transferring land to Heritage New Zealand Pouhere Taonga under section 98.

5.24 HOUSING IMPROVEMENT REGULATIONS 1947

Delegation

To determine the minimum standards of fitness for houses where required under the provisions of Part 1 of these Regulations.

5.25 IMPOUNDING ACT 1955 AND ANY REGULATIONS MADE UNDER THAT ACT

Delegation

All of its responsibilities, duties, and powers under this Act, and these regulations, except:

- (a) setting poundage fees and sustenance charges under section 14; and
- (b) declaring, under section 34, that section 33 does not apply to a specified road in the district.

5.26 LAND ACT 1948

Delegation

All of its responsibilities, duties, and powers under this Act.

5.27 LAND DRAINAGE ACT 1908

Delegation

All of its responsibilities, duties, and powers under this Act except the power to subdivide drainage districts under section 16.

5.28 LAND TRANSFER ACT 2017

Delegation

All of its responsibilities, duties, and powers under this Act.

5.29 LAND TRANSPORT ACT 1998, AND ANY RULES AND REGULATIONS MADE UNDER THAT ACT (INCLUDING WITHOUT LIMITATION THE HEAVY MOTOR VEHICLE REGULATIONS 1974)

Delegation

All of its responsibilities, duties, and powers under this Act, and regulations and rules made under this Act except:

- (a) the power to direct that any heavy traffic, or any specified kind of heavy traffic may not proceed between any 2 places in accordance with section 16A;
- (b) making bylaws under sections 22AB to 22AD; and
- (c) making bylaws setting speed limits and designating urban traffic areas under the Land Transport Rule: Setting of Speed Limits 2003.

5.30 LAND TRANSPORT MANAGEMENT ACT 2003

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) making submissions when consulted on the regional land transport programme under section 18;
- (b) making submissions when consulted on the declaration of state highways under section 103; and
- (c) appointing a person to represent the Council on the regional transport committee under section 105.

5.31 LITTER ACT 1979

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) hearing objections under section 10;
- (b) making grants under section 11;
- (c) making bylaws under section 12, and
- (d) adopting an infringement notice regime under section 13.

5.32 LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1969

Delegation

All of its powers under section 3.

5.33 LOCAL GOVERNMENT ACT 1974

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) vesting property in a road in the New Zealand Transport Agency under section 316;
- (b) declaring a specified road or part of a specified road to be a pedestrian mall under section 336 and revoking any such declaration;
- (c) making bylaws under section 344(9) relating to swing gates and cattle stops under that section;
- (d) declaring a limited access road under section 346;
- (e) declaring land to be single parcels of land under section 346D;
- (f) declaring any private road or right of way to be a public road under section 349;
- (g) granting consent under section 354 in relation to a cellar or other excavation;
- (h) establishing toll gates and collecting tolls under section 361;
- (i) resolving to construct a private drain through adjoining premises under section 460;
- (j) declaring a private drain to be a public drain under section 462; and
- (k) making bylaws under section 517 relating to land drainage works.

5.34 LOCAL GOVERNMENT ACT 2002

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) those set out in clause 32(1)(a) to (f) of Schedule 7;
- (b) exempting a small organisation under section 7;
- (c) entering into a triennial agreement under section 15;
- (d) transferring responsibilities under section 17;
- (e) reviewing the delivery of services under section 17A;
- (f) establishing a community board under section 49;
- (g) establishing a council controlled organisation under section 56;
- (h) appointing directors to council organisations under section 57;
- (i) agreeing to any statement of intent of a council organisation under Schedule 8;
- (j) adopting assessments of water and other sanitary services under section 125;
- (k) prescribing fees under section 150;
- (l) making determinations under section 155;
- (m) reviewing a bylaw under section 160;

- | | |
|-----|--|
| (n) | transferring a bylaw-making power under section 161; |
| (o) | appointing a member under section 249(2); and making a reorganisation proposal under clause 3 of Schedule 3. |

5.35 LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Delegation

As set out in section 42, all of its powers under Parts 2 to 5 of this Act except any power specified in section 32.

Under section 43(1), the Chief Executive is specifically authorised to sub-delegate all or any of these powers.

Under section 44A, power to issue a Land Information Memorandum (LIM).

5.36 MARINE AND COASTAL AREA (TAKUTAI MOANA) ACT 2011

Delegation

All of its responsibilities, duties, and powers under this Act.

5.37 NEW ZEALAND LIBRARY ASSOCIATION ACT 1939

Delegation

All of its responsibilities, duties, and powers under this Act.

5.38 OMBUDSMEN ACT 1975

Delegation

All of its responsibilities, duties, and powers under this Act.

5.39 PLUMBERS, GASFITTERS, AND DRAINLAYERS ACT 2006

Delegation

All of its powers under section 91.

5.40 POSTAL SERVICES ACT 1998

Delegation

All of its responsibilities, duties, and powers under this Act.

5.41 PRIVACY ACT 1993

Delegation

As set out in section 124, all of its powers under this Act. Under section 125, the Chief Executive is specifically authorised to sub-delegate all or any of these powers.

5.42 PROPERTY LAW ACT 2007

Delegation

All of its responsibilities, duties, and powers under this Act.

5.43 PROTECTED DISCLOSURES ACT 2000

Delegation

All of its responsibilities, duties, and powers under this Act.

5.44 PUBLIC BODIES LEASES ACT 1968

Delegation

All of its responsibilities, duties, and powers under this Act.

5.45 PUBLIC RECORDS ACT 2005

Delegation

All of its responsibilities, duties, and powers under this Act.

5.46 PUBLIC WORKS ACT 1981

Delegation

All of its responsibilities, duties, and powers under this Act.

5.47 RATES REBATE ACT 1973

Delegation

All of its responsibilities, duties, and powers under this Act.

5.48 RATING VALUATIONS ACT 1998 AND ANY REGULATIONS MADE UNDER THIS ACT

Delegation

All of its responsibilities, duties, and powers under this Act and regulations.

5.49 RESERVES ACT 1977

Delegation

All of its responsibilities, duties, and powers under this Act, including the powers and duties of the Minister which have been delegated to the Council under the Instrument of Delegation for Territorial Authorities with the exception of those delegated to a Committee of Council.

For the avoidance of doubt, all powers requiring a resolution by Council in order to be enacted are retained by Council.

5.50 SALE AND SUPPLY OF ALCOHOL ACT 2012

Delegation

- The Chief Executive has the Council's general authority to delegate to any person any of the Chief Executive's functions, powers and duties under the Sale and Supply of Alcohol Act 2012.
- The power under section 197(5) to appoint a chief licensing inspector.

5.51 SUMMARY PROCEEDINGS ACT 1957 AND ANY REGULATIONS MADE UNDER THIS ACT

Delegation

All of its responsibilities, duties, and powers under this Act and regulations made under this Act.

5.52 TELECOMMUNICATIONS ACT 2001

Delegation

All of its responsibilities, duties, and powers under this Act.

5.53 TRANSPORT ACT 1962 AND ANY REGULATIONS MADE UNDER THIS ACT

Delegation

All of its responsibilities, duties, and powers under this Act.

5.54 TRESPASS ACT 1980

Delegation

All of its responsibilities, duties, and powers under this Act. The Chief Executive is the person in lawful occupation of land owned, occupied or controlled by the Council.

5.55 UNIT TITLES ACT 2010

Delegation

All of its responsibilities, duties, and powers under this Act.

5.56 UTILITIES ACCESS ACT 2010

Delegation

All of its responsibilities, duties, and powers under this Act.

5.57 WALKING ACCESS ACT 2008

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) the decision to give written consent as an administering authority under section 21;
- (b) the decision to agree to be a controlling authority of a walkway on public land (or not as the case may be) under section 36;
- (c) setting and imposing charges under section 37;
- (d) the decision to agree with the Commission's decision to revoke a walkway; and
- (e) making bylaws under section 68.

5.58 WASTE MINIMISATION ACT 2008

Delegation

All of its responsibilities, duties, and powers under this Act except:

- (a) adopting a waste management and minimisation plan under section 43;
- (b) setting fees in accordance with section 46;
- (c) making grants under section 47;
- (d) reviewing the waste management and minimisation plan under section 50;
- (e) making bylaws under section 56; and
- (f) reviewing bylaws under section 58.

6. PART A - SUB-PART 2 – FINANCIAL DELEGATIONS

The Chief Executive has delegated authority for the following:

6.1 FINANCIAL MANAGEMENT

Delegation
Management of Masterton District Council finances within the Council-approved annual budget.
Opening and operating accounts with Masterton District Council's selected banker as necessary for the conduct of Masterton District Council business.
Reviewing the services provided by the selected banker, open and operate accounts with, and accept banking services from, other registered banks (if and when required).
Investing Masterton District Council funds in accordance with investment policies, strategies, limits and security requirements, as stated in Masterton District Council's approved Treasury Management Policy.
Monitoring the circumstances of approved institutions and report back to Council should they be, or appear likely to be required to be, excluded from use for investment purposes.
Authorising payments.
Maximum daily transaction amount (borrowing, investing, interest rate risk management and cash management) excludes roll-overs on debt and interest rate swaps. \$20 million Limit.
Manage cash/liquidity requirements (as per risk control limits)
Facilitate Masterton District Council's borrowing, in accordance with the approved Treasury Management Policy.
Write off sundry debts up to \$20,000.
Write off rates debt up to \$5,000.
Sub-delegation of financial delegations to other staff, subject to terms and restrictions as they see fit.
Vote on the Annual General Meeting resolutions of the Local Government Funding Agency and Civic Financial Services Limited, subject to reporting any significant changes to Council's risk in holding these investments.

6.2 CONTRACTS AND EXPENDITURE COMMITMENTS

The following table sets out delegated responsibilities for contracts and other commitments to expenditure that relate to the supply of goods and services on behalf of Masterton District Council.

Delegation
Go to market, award and sign contracts up to \$1,000,000 that have been budgeted for in the Annual Plan or will commence in the relevant year of the Long-Term Plan, plus/minus to a maximum of 5% more than the existing budget at the activity level.
Vary contracts up to a maximum of 15% of the amount awarded or budgeted in the Plan.
Unplanned expenditure within the overall existing budget, or expenditure budgeted outside of the current financial year, up to \$150,000 (excluding emergency events). Any one-off expenditure of \$50,000 or more will be reported to the Audit and Risk Committee. [This is consistent with Council's procurement policy which requires procurement exceptions of \$50,000 or more to be reported to Audit and Risk]
Unplanned expenditure in response to emergency events, up to \$200,000 per event, excluding any items covered by the Roding Flood Damage Fund. For the purpose of this activity, emergency events are those that require Council to apply resource as a first responder, for example in the event of flood or major fire. A register of expenditure that falls within this category to be kept and made available upon request.
Where the Council has accepted a contract by resolution, the authorisation of work and approval of payments for that work is delegated. The total of payments under those contracts can vary up to 15% of the contract value before being brought back to Council for approval.

7. PART A - SUB-PART 3: OTHER MATTERS

7.1 EXECUTE DOCUMENTS UNDER COMMON SEAL

Council authorises any two of the following are authorised to execute documents under seal:

- Mayor
- Deputy Mayor
- Chief Executive
- Manager Assets and Operations
- Manager Finance
- Manager Strategic Planning

Unless otherwise stated, all use of the Common Seal will require the signatures of either the Mayor or Deputy Mayor, and the Chief Executive, or one of the delegated senior managers.

For matters relating to section 174(1) of the Local Government Act 2002, the Common Seal may be affixed by the Chief Executive, and Manager Strategic Planning or the Manager Assets and Operations.

For matters relating to section 80 of the Local Government (Rating) Act 2002, the Common Seal may be affixed by the Chief Executive and Manager Finance.

All use of the seal will be reported to Council.

7.2 LEGAL PROCEEDINGS

Delegation
Authority to manage and defend potential and actual legal claims (including judicial review and injunction proceedings) made against the Council. Note that the settlement of any claims over \$100,000 must be approved by Council, or a Committee that has been delegated authority by Council to settle a claim ¹ .
Authority to defend a claim made against the Council in any New Zealand Tribunal including the Disputes Tribunal and the Tenancy Tribunal).
Authority to commence legal proceedings (without limitation including any prosecutions) on the Council's behalf in any New Zealand Court or Tribunal.
Authority to determine to make a claim on the Council's behalf by way of application to any New Zealand Tribunal including the Disputes Tribunal and the Tenancy Tribunal).
Authority to take all steps necessary to enforce any Court judgment in favour of the Council, and to recover debts owing to the Council.

7.3 PROPERTY - ACQUISITION AND DISPOSAL OF LAND (INCLUDING INTERESTS IN LAND)

Delegation
Authority to negotiate, enter into, implement, vary, enforce and cancel contracts with other parties on behalf of the Council for the acquisition of land (including interests in land) or the disposition of land (including interests in land) owned by the Council, and to sign all required documentation.
Power to engage such consultants or contractors considered necessary as part of the process to acquire or dispose of land (including interests in land).
Power to determine, administer and implement the appropriate process for the disposition of Council owned land (including interests in land).

¹ Note that Council may choose to delegate an amount in excess of \$100,000 for any specific legal proceeding
Masterton District Council Delegations Register - Part A and Part B

Limitations:

All of the above delegations are subject to the terms of the General Financial Delegation to the Chief Executive.

All of the above delegations are subject to all applicable Council policy, including Council's Significance and Engagement Policy.

All of the above delegations are subject to any specific statutory requirements, including the requirement that with regard to the acquisition and disposal of assets, the transaction being in accordance with the long-term plan.

8. PART A - SUB-PART 4 – BYLAWS DELEGATIONS

8.1 MASTERTON DISTRICT COUNCIL BYLAWS

Delegation
All functions, duties and powers under any Masterton District Council Bylaw.

9. PART B: STATUTORY AND OTHER DELEGATIONS TO OFFICERS

The Council delegates to the persons who hold the positions as set out below, the following responsibilities, duties, and powers as set out in the sub-parts and tables in this Part.

Unless otherwise specified, these delegations exclude any power, responsibility or duty that has been delegated to a Committee, Subcommittee (including an Officer Subcommittee), Council Hearings Panel or other subordinate decision-making body.

In addition to the person who holds the relevant position set out below, a delegation is conferred on:

- all officers in a direct line of authority above that person;
- any officer who performs or exercises the same or a substantially similar role or function as that person, whatever the name of the officer's position; and
- any person operating in an acting capacity for the relevant position. The officer should typically state that he or she is exercising the delegation in an acting capacity.

All powers included in Part B cannot be sub-delegated.

All delegations are made severally unless specified otherwise (i.e. the delegation can be exercised by the officer acting alone).

9.1 Local Government (Rating) Act 2002

Section	Activity	Delegation
	<p>Exercise of functions, powers or duties conferred by the Local Government (Rating) Act 2002, except those activities that require a Council resolution.</p> <p>Restriction: Delegations under the Local Government (Rating) Act 2002 cannot be sub-delegated.</p>	<p>Chief Executive (<i>all provisions, whether or not listed in the remainder of this table</i>)</p> <p>Manager Finance (<i>all provisions, whether or not listed in the remainder of this table</i>)</p> <p>Revenue Manager (<i>only for those Sections specified below</i>)</p>
s.23	Duty to make resolution setting rates publicly available on an Internet site maintained by the Council.	
s.27	Powers and duties in relation to keeping and maintaining a rating information database and making same available for searching as specified; recording information for different parts of a rating unit as necessary.	Revenue Manager
s.28	Duties in relation to making the rating information database available for inspection as specified.	
s.28A	Duties in relation to making the complete rating information database available/including information required.	
s.28B	Powers and duties in relation to informing/giving written notice to every owner in the rating information database of certain rights.	
s.28C	Duties in relation to the removal/restoration of relevant particulars from the database and notification requirements.	
s.29	Duty to notify an objector of its decision and, if objection upheld, make correction and advise the ratepayer.	
s.33	Duty to update the rating information database upon receiving notice.	
s.35	Duties in relation to removing the name of a person entered as a ratepayer under circumstances described.	
s.37	Duties in relation to keeping and maintaining rates records for each rating unit as provided.	
s.38	Powers and duties in relation to having rates records available for inspection.	
s.39	Duties where an objection is lodged by a ratepayer.	
s.40	Power to correct an error in the rating information database or rates records.	
s.41-41A	Duties in relation to issuing amended rates assessments, giving refunds and recovering excess rates payable in the circumstances specified.	

Section	Activity	Delegation
s.42	Powers and duties in respect of recovering additional rates from a ratepayer in the circumstances specified.	
s.43	Duty to assess rates in accordance with those items specified.	
s.44	Duty to deliver a rates assessment to a ratepayer to give notice of the ratepayer's liability for rates on a rating unit.	Revenue Manager
s.45	Duties re identifying clearly on all rates assessments the information set out/providing the information required.	
s.46	Duty to deliver to the ratepayer a rates invoice for the rating unit as set out.	
s.47	Duty to deliver an amended invoice to the ratepayer setting out the correct liability as to the amount of rates due for the rating period.	
s.48-49	Powers and duties in relation to delivery of rates assessment and rates invoice within the timeframe specified.	
s.50	Power to deliver a rates invoice for not more than 25% of the rates payable in the previous year in the form and circumstances prescribed.	
s.51	Power to deliver a combined rates assessment invoice in the form and circumstances prescribed.	
s.52	Power to agree to any method of payment of rates.	
s.53	Power to appoint person/local authority to collect the rates the Council assesses. Power to agree to any other arrangement for the delivery of rates assessments and invoices and for the collection of rates if certain requirements are met.	
s.54	Power and duty in relation to decision not to collect small amounts of rates if uneconomic to collect.	
s.56	Duty to credit rates payment as specified.	Revenue Manager
s.61	Power to recover rates from the owner of the rating unit if the ratepayer (other than the owner) defaults.	
s.62	Power to notify persons identified of the matters specified and accept payment or recover payment as specified.	
s.63	Power to commence proceedings to recover as a debt rates unpaid as specified; recover any other unpaid rates in respect of the same rating unit as specified.	
s.64	Power to serve summons by public notice in the circumstances described; Power to add the cost of public notification to the unpaid rates.	
s.65	Duty re commencing action to recover unpaid rates within prescribed time limit.	
s.66	Power to consent to the registration of a dealing against a rating unit.	
s.67	Duty to forward to the Registrar the certificate and fee specified re application to have judgment for rates enforced as described.	
s.72	Power to consent to the sale or lease of a rating unit by the Registrar by private treaty.	
s.77, s.79-80, s.82-83	Powers and duties in relation to abandoned land.	Revenue Manager

Section	Activity	Delegation
s.80	Duty, in the case of a sale or lease of abandoned land under s79, in relation to content and execution requirements of the transfer (under the seal of the Council). <i>Restriction: The power to execute is not delegated.</i>	
s.82	Duty to apply the proceeds of sale or lease according to the requirements set out; Power to write off any deficiency in circumstances specified.	
s.83	Power to register an instrument executed for abandoned land.	
s.85	Powers and duties re remitting all or part of the rates on a rating unit (including penalties on unpaid rates) in accordance with the Council's rates remission policy.	
s.86	Duty to record the remitted rates on the rates record as paid on the due date in accordance with the remission policy.	
s.87	Duties in relation to postponing the requirement to pay all or part of the rates (including penalties for unpaid rates) as specified.	
s.88	Power to add a postponement fee to the postponed rates in accordance with its postponement policy.	Revenue Manager
s.89	Duty to record the net cost of a postponement in accounting documents as prescribed.	
s.90	Power to register a notice of charge on a rating unit if the local authority has postponed the requirement to pay rates. Duty to register a notice of release of charge if all postponed rates for a rating unit are paid.	
s.92	Duty to enter the names set out as the ratepayer in the rating information database and the district valuation roll, in circumstances described.	
s.94	Power to apply to the Māori Land Court to appoint owner(s) or agent to receive rates assessments and rates invoices in circumstances described; Duty to enter the name of the persons appointed as the ratepayer in the rating information database and the district valuation roll, as prescribed.	
s.95	Duty to deliver rates assessment to persons appointed.	
s.97	Duty to deliver rates assessment and rates invoice to the person actually using the rateable Māori freehold land; Duty to treat person specified as using the whole of the land for the whole of the financial year, unless otherwise specified.	
s.99	Power to apply to the Māori Land Court for an order charging unpaid rates against Māori freehold land in circumstances prescribed.	
s.101	Duties in relation to recovering amounts of rates owed.	
s.104	Power to give consent for an owner of Māori land subject to a charging order to deal with the land	
s.108	Power to apply to the Māori Land Court to enforce a charging order made in circumstances described.	
s.111	Power to apply to the Māori Land Court to make an order for the payment of unpaid rates in the circumstances described.	
s.112	Duty to discharge a charging order made in circumstances as described.	
s.114	Power to remit all or part of rates (including penalties for unpaid rates) on Māori freehold land in circumstances described.	
s.115	Duty to postpone the requirements to pay all or part of the rates on Māori freehold land in circumstances described.	

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Section	Activity	Delegation
s.116	Power and duties in relation to consenting to an Order in Council made by the Governor-General to exempt Māori freehold land from some or all liability for rates.	
s.117A-N	All duties and powers relating to lump sum contributions	
s.136	Duty to comply with notification requirements as specified.	

9.2 Resource Management Act 1991

Section	Activity	Delegation
	<p>All of Council's functions, powers or duties under the Resource Management Act, OTHER THAN:</p> <ul style="list-style-type: none"> a) The approval of a policy statement or plan or any change to a policy statement or plan. b) The making of a recommendation on a requirement for a designation or a heritage order under Part VIII. c) Any powers under the Resource Management Act explicitly requiring a resolution of Council to enact. d) This power of delegation 	<p>Chief Executive (CE) <i>(all RMA provisions, whether or not listed in the remainder of this table)</i></p> <p>Manager Strategic Planning (MSP) <i>(all RMA provisions, whether or not listed in the remainder of this table (apart from Section 86, Section 142 and Section 145 which are delegated only to the CE))</i></p> <p>Planning and Consents Manager (PCM) <i>(all RMA provisions, whether or not listed in the remainder of this table (apart from Section 86, Section 142 and Section 145 which are delegated only to the CE))</i></p> <p>Senior Resource Planner <i>(only for those Sections specified below)</i></p> <p>Resource Planner <i>(only for those Sections specified below)</i></p> <p>Manager Finance <i>(only for those Sections specified below)</i></p> <p>Manager Assets and Operations (MAO) <i>(only for those Sections specified below)</i></p> <p>Manager Community Facilities and Activities (MCFA) <i>(only for those Sections specified below)</i></p>
s.10	The power to grant an extension to existing use rights in the circumstances specified.	CE, MSP, PCM
s.36AA, s.360 (1)(h-j)	To determine, under section s 36AA and in accordance with regulations made under section 360(1)(h-j), and discount an administrative charge imposed under section 36, where a resource consent or an application to change or cancel conditions has not been processed within statutory timeframes and the responsibility of the failure rests with Council.	CE, MSP, PCM

s.36AAB	Authority to remit the whole or any part of any charge referred to in section 36.	CE, MSP, PCM
s.37, 37A	To grant waivers and extend time limits. Delegation does not extend to submissions or further submissions on any resource consent application, plan change request or proposed plan which is received by Council after the hearing of the relevant application, request or proposed plan.	CE, MSP, PCM
Section	Activity	Delegation
s.38	Power to authorise certain persons to carry out all or any of the functions and powers as an enforcement officer under the Act. Duty (as local authority) to supply every enforcement officer with a warrant under the RMA.	CE, MSP, PCM
s.39B	Authority to appoint hearing commissioners.	CE, MSP, PCM
s.41, 41B, 41C, 41D, 42	Powers and duties (as local authority) prior to or in relation to holding a hearing (other than hearing the matter).	CE, MSP, PCM
s.42A	Powers regarding the preparation, commissioning and provision of reports.	CE, MSP, PCM
s.44A	Power to amend plans or proposed plans to remove duplication or conflict or include a reference to a national environmental standard.	CE, MSP, PCM
s.55	Power to amend plans or proposed plans to recognise national policy statements.	CE, MSP, PCM
s.58I, 58J	Ability to exercise discretion in relation to options for amending planning documents as directed by a national planning standard, ability to take any action that is directed by a national planning standard.	CE, MSP, PCM
s.58O, 58P, 58Q, 58R, 58S, 58T	Power to initiate a Mana Whakahono a Rohe (MWR) or enter into negotiations regarding a MWR if iwi initiated, determine the contents of the MWR, and to determine disputes that arise in course of negotiating MWR.	CE, MSP, PCM
s.80C	Decision to apply to use the streamlined planning process to prepare a planning instrument.	CE, MSP, PCM
s.82	Decision to refer dispute to the Environment Court.	CE, MSP, PCM
s86	Decision to acquire land by agreement under the Public Works Act 1981 for certain purposes.	CE
s86D	Ability to apply to the Environment Court for a rule to have legal effect from a date other than the date on which the decision is publicly notified under clause 10 of Schedule 1.	CE, MSP, PCM
S87BA	To issue or decline certificates for boundary infringements as permitted activities.	Resource Planner Senior Resource Planner
S87BB	To make decisions on whether a rule breach is marginal or temporary and consequently whether it is or is not a permitted activity.	Senior Resource Planner
s.87E, 87F, 87G	Powers and duties in relation to an application where the applicant requests that the application be determined by the Environment Court.	CE, MSP, PCM, Senior Resource Planner
s.91	The power to defer processing an application.	Senior Resource Planner

s.91C	Authority to make decisions about suspended applications or applications where a total of 130 or more working days have been excluded from time limits.	CE, MSP, PCM, Senior Resource Planner
s.92, 92A, 92B	Powers and duties in relation to the adequacy of information received with an application for resource consent; and to request further information and commission reports.	Resource Planner Senior Resource Planner
Section	Activity	Delegation
s.95, 95A-95G	To determine all matters relating to the need to notify, or serve notice of, an application for a resource consent.	Resource Planner Senior Resource Planner
s.95E(3)	The power to give approval as an affected party on behalf of Council as a landowner.	CE, MCFA, MAO
s.96	Power to make a submission on a resource consent application.	CE, MAO
s.99 (excluding s99(4))	To initiate, conduct and implement all procedures relating to pre-hearing meetings. Power to decline to process or consider the application of a person who fails to attend a meeting.	Senior Resource Planner
s.99A	To refer resource consent applicants and/or submitters to mediation, subject to the restrictions specified. To delegate to an appropriate person the power to conduct mediation.	CE, MSP, PCM
s.100	To determine the necessity for a hearing on an application for a resource consent.	CE, MSP, PCM, Senior Resource Planner
s.100A	Ability to request a hearing and ability to request delegation of decision-making functions to hearings commissioners.	CE, MAO, MCFA, MSP
s.101	To determine the commencement date, the time and the place for the hearing of application for resource consents.	Resource Planner Senior Resource Planner
s.102	To determine the need for joint hearings and the making of joint decisions.	CE, MSP, PCM
s.103	To determine the need for combined hearings.	CE, MSP, PCM, Senior Resource Planner
s.104, 104A, 104B, 104C, 104D, 106, 108, 108A, 108AA, 220	Power to determine resource consent applications and impose conditions, PROVIDED that this delegation shall NOT be exercised on applications which have been the subject of a hearing under section 100 of the Act.	Senior Resource Planner
s.109	Power to register bonds specified under the Land Transfer Act 2017. Power to enter land to ascertain whether work under bond has been carried out and/or carry out unfinished work as specified.	Resource Planner Senior Resource Planner
s.109	Duty (as consent authority) to return balance of sum retained after deduction of costs.	Manager Finance
s.110	Ability to refund financial contribution to consent holder and retain a portion in the circumstances specified.	CE, MSP, PCM, Manager Finance
s.114	To determine the range of persons and authorities on whom notices of decisions should be served.	CE, MSP, PCM, Senior Resource Planner
s.120	Ability to lodge an appeal against a resource consent decision.	CE, MSP, PCM
s.124, 124B, 124C	Power to allow consent holder to continue to operate under an existing consent in the circumstances specified.	CE, MSP, PCM, Senior Resource Planner

s.125	The power to extend the period in which a resource consent lapses.	CE, MSP, PCM, Senior Resource Planner
s.126	To cancel a resource consent	CE, MSP, PCM
s.127	To consider and grant an application to change or cancel consent conditions for any resource consent.	Senior Resource Planner
Section	Activity	Delegation
S.128-132	To review the conditions of any resource consent in accordance with section 128 to 132 of the Act.	CE, MSP, PCM, Senior Resource Planner
s.133A	To issue an amended resource consent that corrects minor mistakes or defects in the consent.	Resource Planner Senior Resource Planner
s.138	Powers and duties in relation to the surrender of a resource consent.	CE, MSP, PCM, Senior Resource Planner
s.139	To grant certificates of compliance, including the power to require an applicant to provide further information in accordance with section 139(4) of the Act.	Resource Planner Senior Resource Planner
s.139A	To issue existing use rights certificates, including the power to require an applicant to provide further information in accordance with section 139A(3).	Senior Resource Planner
s.142	The power to request the Minister to call in a matter that is or is part of a proposal of national significance.	CE
s.145	The power to lodge matter with the Environmental Protection Authority.	CE
s.149 – 149ZD	Powers and duties in relation to matters that are called in or lodged with the Environmental Protection Authority.	CE, MSP, PCM, Senior Resource Planner
s.168, 168A, 169, 171, 172 and 173	Powers in relation to notices of requirements for designations.	CE, MSP, PCM, MAO, Senior Resource Planner
s.170	To exercise the discretion contained in section 170 of the Act on the inclusion of a notice of requirement in Council's proposed plan.	CE, MSP, PCM, Senior Resource Planner
s.176A	Powers and duties in relation to outline plans.	CE, MSP, PCM, MAO, Senior Planner
s.179	Power to lodge an appeal.	CE
s.181	Powers in relation to the alteration of a designation.	CE, MSP, PCM, Senior Resource Planner
s.182	Powers and duties in relation to the removal of a designation.	CE, MSP, PCM, Senior Resource Planner
s.184	Powers and duties in relation to the lapsing of a designation.	CE, MSP, PCM, Senior Resource Planner
s.189, 189A, 190, 191, 195A	Powers and duties in relation to requirements for heritage orders.	CE, MSP, PCM, Senior Resource Planner
s.198A – 198M	Powers and duties in relation to direct referral of requirements to the Environment Court.	CE, MSP, PCM

s.220(1)(b) and (2)(a)	Authority to undertake online registration of certificates as an authorised officer.	Senior Resource Planner
s.221	Power to issue, vary, cancel or review a consent notice.	CE, MSP, PCM, Senior Resource Planner
Section	Activity	Delegation
s.222	To take a bond and issue (and, if necessary, extend) a completion certificate - as long as it is not for financial contributions.	CE, MSP, PCM, Senior Resource Planner
s.223, 224	Power to approve or decline a survey plan and provide the relevant certificate(s), except where net payment of reserve contributions by Council less credits for land to vest exceeds the delegation for the role.	Senior Resource Planner
s.226	The power to consider an application under section 226. The power to issue a certificate pursuant to section 226.	Senior Resource Planner
s.232, 234, 235, 236, 237, 237B	All powers and duties for the purpose of the creation or variation of an esplanade reserve, esplanade strip or access strip.	CE, MSP, PCM, Senior Resource Planner
s.237C	Powers and duties in relation to the closure of an esplanade strip or access strip.	CE, MSP, PCM, MCFA
s.237H	Power to object to a determination about the compensation payable.	CE, MSP, PCM
s.239	Power to certify any interest under this section on a survey plan.	CE, MSP, PCM, MCFA
s.240	The power to impose a condition requiring a covenant be registered. The power to cancel a covenant against the transfer of Allotment. The power to certify a covenant or cancellation of a covenant as an Authorised Officer.	CE, MSP, PCM, Senior Resource Planner
s.241	To consider and grant any requests for cancellation or changes to amalgamation conditions.	CE, MSP, PCM, Senior Resource Planner
s.243	To consider and grant any requests for easement cancellation or changes.	CE, MSP, PCM, Senior Resource Planner
s.274	Powers and duties in relation to joining and participating in proceedings in the Environment Court.	CE, MSP, PCM
s.291	Powers and duties in relation to commencing, joining and participating in proceedings in the Environment Court.	CE, MSP, PCM, Senior Resource Planner, Resource Planner
s.292	Powers and duties in relation to a direction by the Environment Court to amend a district plan.	CE, MSP, PCM
s.293	Powers and duties in relation to a direction by the Environment Court to prepare changes to a proposed plan, consult the persons specified and submit changes to the Court for confirmation.	CE, MSP, PCM
s.299-308	Powers and duties in relation to commencing, joining and participating in High Court and Court of Appeal proceedings.	CE, MSP
s.310-313	Powers and duties in relation to commencing, joining and participating in an application to the Environment Court for declarations.	CE, MSP, PCM
s. 314-321	The power to apply to the Environment Court for an enforcement order pursuant to section 314 or for an interim enforcement order pursuant to section 320. The power to make decisions on any matters relating to applications for enforcement orders (including any application to change or cancel enforcement order).	CE, MSP, PCM
s.325A	Powers and duties in relation to the change or cancellation of abatement notices.	CE, MSP, PCM, Senior Resource Planner, Resource Planner

s.330-331	Powers and duties in relation to emergency works.	CE, MSP, PCM, Senior Resource Planner, Resource Planner
s.336	Powers and duties in relation to the return/disposal of property seized and impounded as specified.	CE, MSP, PCM, Senior Resource Planner, Resource Planner
Section	Activity	Delegation
s.342	The power to collect fines for an offence under section 338.	Resource Planner Senior Resource Planner
s.357	The power to consider and make decisions on objections which do not require a hearing, except where the decision would result in a net payment of reserve contributions by council less credits for land to vest exceeding the delegation for the role. The power to decide whether an objection requires a hearing.	CE, MSP, PCM
s.357C-D	The power to consider and decide upon objections and to dismiss or uphold (in whole or in part) any objection under sections 357,357A or 357B of the Act 'PROVIDED that this delegation shall NOT be exercised in respect of objections on resource consent applications which have been the subject of a hearing under section 100 of the Act.	Resource Planner Senior Resource Planner
s.358	Powers and duties (as person who has objected as specified) in relation to appeals to the Environment Court against the decision on the objection.	CE, MSP, PCM
Schedule 1	All powers and duties relating to the preparation, change and review of policy statements and plans with the exception of: <ul style="list-style-type: none"> • the approval of a proposed policy statement or plan under clause 17 of Schedule 1. • Schedule 1, clause 5 – power to decide to proceed with and notify a proposed plan. • Schedule 1, clause 8D – power to withdraw a proposal to prepare, change, or vary a proposed plan. • Schedule 1, clause 25 – powers to decide how a request for plan change is to be dealt with. • Schedule 1, clause 37 – power to decide to use the collaborative planning process to prepare or change a plan. • Schedule 1, clause 88 – power to withdraw a proposed plan that is subject to a direction to use a streamlined planning process. 	CE, MSP, PCM
Non - Statutory	The commissioning of independent consultants to process applications to recommendations stage. Unless exceeds financial delegation.	CE, MSP, PCM
s.120 and Schedule 1, clause 27	Decisions relating to Council's case in any resource consent or District Plan related process, and in any appeals to the Environment Court, in which Council is a party.	CE, MSP, PCM

To:	Your Worship and Elected Members
From:	Sofia Craig, Project Delivery and Assets Manager
Endorsed by:	David Hopman, Acting Chief Executive
Date:	4 August 2021
Subject:	Establishment of a Civic Facility Project Committee

DECISION

Recommendation:

That Council:

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

Purpose

This report seeks the Council's agreement to establish a Civic Facility Project Committee ("the Committee") to provide governance and support for the Civic Facility project, for the 2019-22 triennium in accordance with Clause 30, Schedule 7 of the Local Government Act (LGA).

Context

Background

Council adopted its Long-Term Plan 2021-31 (LTP) on 30 June 2021. As part of the LTP, Council agreed 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. It was also agreed that Council will explore other ways of offsetting the cost of the Civic Facility too. This could include selling existing Council owned buildings to off-set the cost.

Critical to the success of any large scale and complex project is good governance. Project governance is a key driver of project success by having people accountable for overseeing a project as a whole. The proposed committee is intended to facilitate quality decision making with its focus solely on the project and provides an easier mechanism for the community and organisations to engage with members due to there being fewer of them.

The LGA provides for the Council to appoint members to the committee, including external appointments where applicable and appropriate; and to delegate responsibilities, duties or powers to any committees/bodies that are established. The intent of this is to support efficiency and effectiveness in the conduct of Council business.

Civic Facility Project Committee

Roles and Responsibilities

The proposed Terms of Reference for the Committee are included as Attachment 1. The role of the group is to provide governance and strategic direction for Council staff and external consultants/contractors with the design, capital raising, risk management and delivery of the Civic Facility project. Members will have oversight of project progress and will be required to use their experience, skills, and knowledge to help guide and inform strategic decisions.

Membership

It is proposed that membership of the Committee includes the Deputy Mayor and three elected members, iwi representation, and one external appointment with relevant expertise for example in the areas of risk/probity/legal/finance. The independent member will be further explored following the approval of this report and will agreed by the existing members. The independent member could include a consultant from KPMG, PWC or similar.

Delegations

Delegation to a committee means that the committee has the full authority of the governing body in respect of the decision-making powers defined in the delegation, enabling a committee to act, and thereby supporting more efficient and effective decision making. A lack of delegation can risk re-litigation of recommendations and can result in delayed action given recommendations are not formalised until they have been agreed by Council.

Without the addition of the Committee to Council’s governance structure there is the potential for more extraordinary Council meetings as matters arise that require a decision outside the six-weekly Council meeting cycle. The Committee schedule can be set to project decision points and while extraordinary Committee meetings may be needed, a smaller group will allow more flexibility and make scheduling of meetings at short notice easier.

The proposed delegations for the Committee are included in the draft Terms of Reference included in Attachment 1. Likely decisions include:

- The signing of any contract award over and above existing Council officer delegation
- Approval of design specifications for critical functions of the facility
- Agreement to the level of service element and any financial implications resulting from the operating model selection
- Review of the project at critical hold points within the programme

Decisions that are likely to remain with Council, following recommendation by the Committee include the award of the main construction contract and any naming rights or branding of the facility.

Additional Project Governance and Management

The operational side of the project will be managed utilising skills and expertise from a cross-organisational internal team, led by a Project Manager in the Project Delivery & Assets Team. In addition to the internal resources external consultants and specialists will provide advice and delivery support and will make up the wider project team. The Council project team will be supported by existing internal governance mechanisms that include the Project Steering Group and Senior Leadership Team.

It is likely that additional reference groups may be required at certain stages of the project such as design and fit out, capital raising, and operations planning.

Options Considered

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

Option	Advantages	Disadvantages
1 Promptly establish a Civic Facility Project Committee	<ul style="list-style-type: none"> • Good governance is essential to the successful management and delivery of this project • Establishing the Committee with priority will ensure that any contract awards that follow the procurement activities in the coming 	<ul style="list-style-type: none"> • Complete membership of the group may not be possible for the next few months as we look to source and secure the best candidates for the independent membership roles

		<p>months will be efficient and consistent</p> <ul style="list-style-type: none"> • A group of this nature, composition, and size is able to be dynamic and ensure that decisions are able to be agreed upon quickly • More agile – the committee meeting schedule can be set to project decision points and extra meetings can be scheduled as required - diary coordination with fewer members is easier. • there is the ability to appoint externals to Committee • Iwi representatives have voting rights 	
2	Do nothing – no Committee established	<ul style="list-style-type: none"> • No additional time commitment from elected members and iwi representative 	<ul style="list-style-type: none"> • The project will be at risk without good governance in place – projects of this scale and nature are typically not successful without the oversight and management that governance groups provide • No voting by iwi members nor external advisors crucial to the project • Procurement activities and contract awards will be delayed if there is no delegated sign off to a governance mechanism who can meet frequently to assess the recommendations

Recommended Option

Option 1 is recommended. This ensures that Council has the necessary governance mechanism to provide oversight for the delivery of the Civic Facility project.

Supporting Information

Significance, Engagement and Consultation

The most recent public consultation on a new Civic Facility was undertaken as part of the wider LTP consultation process.

Financial Considerations

The group will be responsible for the approval of any significant contract award and assessment of variations. The cost for establishing and operating the group will be minimal, and payment will only be made to iwi representatives and the external member.

Treaty Considerations/Implications for Māori

Embracing our Māori culture and multi-cultural community is one of the Civic Facility's objectives. We consider the establishment of the Civic Facility will have significant impacts on our hapori Māori and requires partnership and support from our two iwi to ensure its success. There is an opportunity for iwi to have a seat at the table to provide strategic direction to the project, bringing a te ao Māori perspective and local mātauranga to the project. This is all reflective of our Treaty obligations.

Through the Long-Term Plan process, we received initial support from Rangitāne o Wairarapa Inc and Rangitāne Tū Mai Rā Trust with an indication that their contribution to this project would be supporting Council to recognise tangata whenua and the historical links to te ao Māori. The intention is to work closely with iwi, hapū, and hapori Māori about their aspirations for the new facility. This engagement will be a core workstream for the project and will also include the integration of toi Māori (Māori art) and storytelling, use and considerations for spacing within the facility and the consideration to how taonga can be stored and displayed.

Further engagement groups and channels will be established to ensure that the aspirations of Māori are realised in relation to the project, and it will not be expected that any iwi representation on this group will be responsible for speaking on behalf of all Māori as a collective.

Environmental/Climate Change Impact and Considerations

One of the objectives for the new facility is "utilises Green Building design for efficiency and environmental benefit." This approach is alignment with Council's Corporate Carbon Emissions Reduction Plan 2021.

Communications/Engagement Plan

There will be a communications and engagement plan developed for the project. The Committee will be required to understand the communications and engagement plan and will provide support in this space by advocating for the benefits of the project for the community.

Next Steps

If Council agree to establish a Civic Facility Project Committee, a schedule of meetings will be coordinated and the external representative will be explored.

 Civic Facility Project Committee Terms of Reference

Function	To provide governance advice and oversight with the design, capital raising, risk management and delivery of the Civic Facility project. Members will have oversight of project progress and will be required to use their experiences, skills, and knowledge to help guide and inform strategic decisions.
Membership	<p>Membership of the Project Committee includes:</p> <ul style="list-style-type: none"> • The Deputy Mayor and 3 Councilors • 2 Iwi representatives (1 member representing Rangitāne o Wairarapa and 1 member representing Kahungunu ki Wairarapa) • an appropriately qualified external consultant with risk management, probity, and legal experience <p>The Deputy Mayor is the chairperson of the Committee.</p> <p>The Mayor is also an ex-officio member of the Committee as afforded by Section 41A of the Local Government Act 2002.</p>
Quorum	The quorum of the Committee will be five members and include at least one iwi representative.
Frequency	The Committee will determine the frequency of its meetings which are likely to change to suit the phase of the project.
Delegated authority	<p>Power to Act</p> <ul style="list-style-type: none"> • Approve contract award for any contract in excess of Council officer delegations • Approve expenditure variances in excess of 15% of the planned budget • Approval of design specifications for critical functions of the facility • Agreement to the level of service element and any financial implications resulting from the operating model selection <p>Power to Recommend to Council</p> <ul style="list-style-type: none"> • Main construction contract award • Any naming rights or branding of the facility

To:	Your Worship and Elected Members
From:	Sofia Craig, Project Delivery & Asset Manager
Endorsed by:	David Hopman, Acting Chief Executive
Date:	4 August 2021
Subject:	Civic Facility Build Contract Models
DECISION	
Recommendation:	
That Council:	
<ul style="list-style-type: none"> i. Receives Report 134/21; ii. Agrees to the recommended procurement contract methods for the Civic Facility build including: <ul style="list-style-type: none"> • Traditional lump sum contract for the quantity surveyor with a value not exceeding \$250,000; • Traditional lump sum contract for the architect with a value not exceeding 10% of the total construction cost; • Two-step process for the main construction contractor starting with engagement via an Early Contractor Involvement model, followed by an open tender to market once the design is complete; • Traditional lump sum contract for the project manager with a value not exceeding 7% of the total construction cost; and • Client supplied items to be procured under a traditional lump sum contract. 	

Purpose

The purpose of this report is to seek Council approval of the procurement contract method/model for the design, construction, and delivery of the Civic facility.

Background

Council adopted its Long-Term Plan 2021-31 (LTP) on 30 June 2021. As part of the LTP, Council agreed 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. It was also agreed that Council will explore other ways of offsetting the cost of the Civic Facility too. This could include selling existing Council owned buildings to off-set the cost.

Context

Procurement is a fundamental workstream of this project; and one of the foundation tasks that needs to occur in order to establish a productive, efficient project delivery team. While the substantive procurement activities occur in the early phase (securing capable suppliers for design and construction), there will be procurement activities that also occur in the latter stages of the construction process, such as some specialised fit-out items, relocation support, and ongoing facilities maintenance services).

This report details the key external parties (contractors, consultants, and suppliers) that will be necessary to ensure successful delivery of the facility. It does not detail some of the low-cost, low risk purchasing that is not yet quantified and may be required throughout the life of the project.

Council officers are keen to commence this work immediately so as not to delay the forecasted delivery timeframes and to limit the effect of rising industry costs on the approved budget. This workstream will run in parallel with the land acquisition and capital raising processes.

The diagram below highlights a proposal for when each of the external parties will be engaged to ensure construction commencement in 2023.



Guiding procurement frameworks

The Ministry of Business, Innovation and Employment (MBIE) is responsible for the New Zealand Government Procurement Rules and their framework provides all of the necessary procedures and tools that will be applied to the Civic Facility procurement activities. Included in this framework is the concept of broader outcomes, which are the secondary benefits generated by the way a good, service or works is produced or delivered. These outcomes can be social, environmental, cultural, or economic benefits.

Masterton District Council has its own procurement policy which was approved in September 2017 and is currently being reviewed. The updated policy will have a stronger focus on sustainable procurement and ensuring alignment to the Government Procurement Rules.

At times it may be necessary to look at exceptions to the MDC procurement policy. For example, if the service is so specialist that there are very few suppliers in the market with the required skills (e.g., theatre design) then a closed tender process (invited tenders only or direct appointment) will be undertaken. In all other applicable situations open procurement process will be followed.

The Civic Facility project objectives

The project objectives will drive a robust, sound, procurement approach and will be built into each of the procurement activities. The project objectives are to deliver a facility that:

- Meets the needs of the Masterton/Whakaoriori 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

Construction Project Procurement Planning

Covid 19 impact on the construction market

The Covid-19 pandemic is impacting the construction market. Building costs are escalating due to supply chain issues and vulnerability of materials caused by shipping and manufacture delays. There is a significant shortage of skilled workers in the construction industry further compounding the ability to deliver on planned projects. This market unpredictability has the potential to impact both the project outcomes (budget, timeframe, and availability of suppliers) and also limits the number of viable contractual arrangements on offer e.g., fixed price sums, as contractors and suppliers are unwilling to take on this risk at such an uncertain time.

Considerations such as these will be assessed for each procurement activity to ensure that the most suitable approach is taken that will net the best result and ensure value for money is achieved.

Construction project phases

Most construction projects follow a linear path from concept to completion encompassing multiple, smaller components which are completed in a specific order. The three core construction phases each incorporate a number of specific procurement activities.

1. Pre-construction phase:

This phase includes project planning, design development, resourcing, consenting, and procuring supplies and labour. The quality of outputs of this phase are critical to successful delivery; and this phase may therefore take months or even years to complete.

Likely procurement activities: quantity surveyor, architect and any other specialist design services, project manager, main contractor and specialist fit out services e.g., audio visual

2. Construction phase:

The build phase. The successful delivery of this phase is dependent on the well preformed and executed pre-construction phase.

Likely procurement activities: specialist material and client supplied items including furniture, fixtures, and equipment (FF&E), operational partner including food and beverage, relocation and decanting services

3. Post-construction phase:

After the construction phase is complete, a list of the defects is made. The Project Manager and the main contractor work on remediating all defects within an agreed timeframe. All relevant documents are assembled and handed to the owner. Following this handover, final accounts are settled, and retentions/bonds may be released.

Likely procurement activities: none

Construction contract models

The standard NZS3910: 2013 contract is the most commonly used format and is recommended for the main construction contractor for the Civic facility. The table below details the different forms the NZS3910 contract can take and these options are assessed later in the report.

Building Contract	Description
Traditional main contract	Under a traditional main contract, the client initially contracts with a designer for the design of the project. Once that design is completed, the client enters into a main contract with a contractor for construction, in accordance with that design. The contractor, in turn, subcontracts part of the work to various subcontractors while remaining contractually responsible to the employer for those parts. In this structure, unless the terms of the main contract impose design responsibility on the contractor, responsibility for design remains with the proprietor, or client, whose design the contractor agrees to construct
Design and build contract	Design and build contracts can also be described as "turnkey" contracts. They are normally undertaken under NZS:3916 Contract structures. In this contractual arrangement, the contractor accepts responsibility for all of the work, including both design and construction. The contract structure enables a greater portion of project risk to be vested in the contractor, rather than the client. In

	theory, the client is relieved of all obligations other than acceptance of design recommendations and payment for work done
Early contractor involvement (ECI)	<p>This procurement model allows the construction contractor to provide input into the design, ideally enabling better outcomes for delivery and/ or resilience of the asset to be built. It is usually a two-stage process. In the first stage, the Construction Contractor is engaged to contribute to the preliminary design as it is developed by the Designer. That input focuses on the 'buildability' aspects of the design, aiming to provide value engineering early into the design process to generate benefits to programming, budget savings or long-term resilience of the building, for example.</p> <p>The second stage often involves a design and construct model, however, the Principal does not have to engage with the Contractor and can competitively tender the works to another Contractor. However, the relationships developed during stage one often make it logical for the Contractor and Designer continue to work together through the project. The Contractor can also be engaged under a consultancy agreement to provide advice on the design developed by the Principal's designers. This allows flexibility to the Principal without the obligation to hand over design process control or negotiate and agree on the entire construction contract.</p>
Management contract	The contractual arrangement under a management contract can also be called a "construction management contract", or a "project management contract". In this structure, the managing contractor takes responsibility for the coordination of designers and the arrangement of contractors to carry out the works. The managing contractor does not necessarily accept contractual responsibility for the outcome of the works, but merely acts in a management role on behalf of the client
Lump sum contract	Under a "lump sum contract", the budget is capped at the value tendered at the outset of the contract. This can only be varied under the specific provisions that permit variation in the contract. This model is not generally suitable for contracts where there may be unforeseen risks (such as escalating prices or imposed employment conditions), as the tendered prices of well-informed suppliers will include consideration for those risks; and they will be paid for whether or not they eventuate.
Fee plus reimbursable expenditure contracts	Under the fee plus reimbursable expenditure type of contract, also commonly called a "cost plus" or "prime cost" contract, the contractor receives reimbursement of all costs to carry out the work, excluding profit and contingency elements. Those elements are covered by a fee fixed at the outset of the contract, with only certain

	<p>specified events allowing any change to that fee. Margins are agreed at the outset.</p> <p>This approach is useful when it is impossible to specify the work to be done accurately, or where works that are incomplete are taken over and there may be no other practicable ways of dealing with the situation. One disadvantage is that the contractor loses some incentive to minimise the costs, as these are fully reimbursed</p>
Measure and value contracts	<p>In a "Measure and value" contracts, the amount payable to the contractor is determined by measuring the work actually done and valuing it in accordance with the rates and prices set out in the contract in a bill of quantities, or schedule of rates. This allows the contractor to be remunerated fairly in circumstances where the quantity or scope of the work is unknown, whilst holding the contractor to the rates initially tendered.</p>
Target sum contracts	<p>Another variant of contract structure involves setting a target sum, which is transparent to tenderers. Contractual structures then usually include a pain share/ gain share regime, which incentivises the contractor as they share in the benefits of any costs that are underrun and bear a proportion of any cost overrun.</p>

Discussion and Options

Supplier contract method/model review

The following section explores a number of options as to how the market could be approached and makes recommendations as to the methodology that should be employed for each of the key external parties.

1. Quantity Surveyor

Quantity surveyors measure and estimate the cost of resources for construction projects. They calculate budgets based on clients' requirements and prepare detailed estimates to ensure budgets are sufficient for each stage of construction. Their duties typically include:

- Preparation of preliminary estimates based on preliminary design
- Preparation of detailed estimates and cost planning advice throughout design development
- Estimating building services
- Assistance with value management
- Advice on materials selection and buildability

In February 2021 Council released an open EOI (Expression of Interest) for quantity surveying services for the Civic Facility. Its purpose was to assess and gain an understanding of the capabilities and availability within the market. There was significant interest in the work, with a total of 12 responses registered.

Given a procurement process has already been initiated, it is the intention that the comprehensive RFP (request for proposal) will be released openly on GETS for the quantity surveying package. The benefit to having the quantity surveyor on board from the outset is to ensure sound budget management, and also to have support and advice through the subsequent procurement activities.

2. Design architect

Design architects are responsible for conceiving a project’s overall design. Architects also:

- Translate their ideas into schematic design drawings and documents
- Incorporate mechanical, electrical, plumbing, and other details into the designs
- Satisfy building code and zoning regulations
- Prepare construction documents with detailed structural and material information
- Work with contractors during a building’s construction phase
- Protect the health, safety, and welfare of their buildings’ future occupants

There are a number of options for procuring architectural services, and this also has cross-over with the main construction contractor.

Delivery Model	Challenge	Benefit
Design - bid - build (traditional)	<ul style="list-style-type: none"> • Multiple procurement processes • May lose out on efficiencies that would be gained in a design build model with the architect being under the responsibility of the contractor – potential for additional risks and costs around construction and buildability that can be mitigated when the construction contractor is involved early 	<ul style="list-style-type: none"> • Allows Council ultimate control over the appointed designer and will allow for intimate involvement in the design phase • Council retains control over the design process, rather than being one step removed if under a design and build model

	<ul style="list-style-type: none"> Additional contract management required by Council 	
Design and build	<ul style="list-style-type: none"> Council does not have as much control over the design process as the architects are managed by the construction contractor, and sometimes this can cause challenges with communication and order of command 	<ul style="list-style-type: none"> Single procurement process One contract to manage Efficiencies from a buildability and cost perspective gained by having a 'one team' approach

3. Main Construction Contractor

The Main Contractor oversees and manages the construction of a building project. In both Traditional and Design & Build (D&B) contracts the Main Contractor influences product selection. In the case of Traditional this will take the form of advice to the Architect. But in D&B the Architect is employed by the Main Contractor and may even have to work from a list of approved materials.

There are a number of options for procuring the main construction contractor, with cross-over with the architect in some cases.

Delivery Model	Challenge	Benefit
Design - bid - build (traditional)	<ul style="list-style-type: none"> Multiple procurement processes May lose out on efficiencies that would be gained in a design build model with the architect being under the responsibility of the contractor Additional contract management required by Council vs design and build 	<ul style="list-style-type: none"> Given the uncertainty around supply chain issues and market volatility a traditional model which would see the main contractor coming on board in approximately 18 months might have allowed time for the market to stabilise
Design and build	<ul style="list-style-type: none"> There is a current trend of contractors tending to move away from interest in tendering for work on this fixed price basis due to the uncertainty of the construction industry and global supply chain 	<ul style="list-style-type: none"> Single procurement process One contract to manage Contractor contributes to the design process which may result in cost savings due to construction

	<p>issues – we may not attract any bidders if we take this approach</p>	<p>and buildability issues addressed up front</p> <ul style="list-style-type: none"> • Builds a better team-working ethic • Opportunity to introduce innovations • Contractor able to advise on sequencing, construction risk, packaging of works and selection of specialist contractors
<p>Early Contractor Involvement (ECI)</p>	<ul style="list-style-type: none"> • May require multiple procurement processes • Additional contract management required by Council vs design and build • When designers are novated, their primary duty is changed from the client to the contractor and the principal loses an independent source of advice 	<ul style="list-style-type: none"> • Contractor contributes to the design process which may result in cost savings due to construction and buildability issues addressed up front • Builds a better team-working ethic • Opportunity to introduce innovations • Contractor able to advise on sequencing, construction risk, packaging of works and selection of specialist contractors

4. Construction Project Manager

Construction project managers are responsible for ensuring the timely and costly completion of construction projects by overseeing all phases of the project. Construction project managers are typically on the construction site for the majority of the time coordinating in with the main contractor and their teams.

The benefit to having a project manager acting on behalf of the client (Council) is that their focus may be different to that of a project manager working for the main contractor. A client project manager acts as an intermediary between the client and project team. Their duty is to ensure that the client's needs are met while also making sure that the project is progressing in the right direction. The role of the project manager is to:

- Represent the Council which may mean making decisions on behalf of the Council, liaising with the Council when necessary and always acting in the best interests of the client

- Maintain the commercial contract with the main contractor and monitor their performance
- Manage the way the Council interfaces with the main contractor

5. Client Supplied Items

While there are benefits to having as much of the project delivered under the main master contract, there are some specialist fit out items that benefit from being managed and delivered by the client. These include furniture, fixtures, and equipment (FF&E), audio visual and IT.

Recommendation

It is recommended that Council agree to the following approaches to allow procurement planning and activities to commence, noting that any variation to the approach will be recommended back through the Project Steering Group, and to Council if necessary.

Supplier	Recommendation
Quantity Surveyor	There are few options for how to structure professional service contracts, and they are typically best managed under a traditional lump sum model as this gives transparency and certainty to both parties from the outset. It is recommended that Council agree to go to open market and secure a quantity surveying resource under a traditional lump sum contract with a value that does not exceed \$250,000.
Design Architect	It is recommended that Council agree to follow a traditional staged method - i.e., procure the design architect independently of procurement of the main contractor. This will allow Council to retain ultimate control over the design process and ensure that design intent and integrity is retained. Similar to the professional services offered by the Quantity Surveyor, we would engage the architect under a traditional lump sum contract with a value that does not exceed 10% of the estimated total construction cost.
Main Construction Contractor	It is recommended that Council agree to a twostep process: <ol style="list-style-type: none"> 1. Early Contractor Involvement: through this contract structure, we recommend that the contractor is engaged under a consultancy agreement to provide independent advice on the design process that will be undertaken by the Principal's designers. This allows flexibility to the Principal without the obligation to hand over design process control or negotiate and agree on the entire construction contract. This would likely be best managed under a measure and value contract as the uncertainty

	<p>about the level of involvement the contractor would have from the outset making a lump sum contract more challenging.</p> <p>2. Design and construct: The second stage would include the option to tender openly for the construction contract once the design has been finalised using a design and construct approach.</p>
Project Manager	<p>As with both the professional services listed about, it is recommended that Council agree to a traditional lump sum contract for the Project Manager and also accepts that there may be some variations required throughout the process depending on the demands of the construction. The value of the Project Management contract should not exceed 7% of the estimated total construction cost.</p>
Client supplied items	<p>It is recommended that the procurement approach for these services would be to open market via a traditional lump sum contract. There may be additional benefit in having a design consultant engaged earlier in specialist areas (audio visual and IT) to ensure that the requirements of the facility are well captured and articulated before an approach to market is made, thus making the evaluation process much more streamlined and efficient.</p>

Supporting Information

Significance, Engagement and Consultation

The most recent public consultation on a new Civic Facility was undertaken as part of the wider LTP consultation process.

Financial Considerations

The procurement activities will be run in-house utilising the Government Electronic Tender Service (GETS) website and will therefore be at very little cost. However, there will be a requirement to get some specialist external procurement support both in developing the tender and contract documents and also in external probity resources to ensure that each procurement process is robust, transparent, fair and defensible. These costs of procurement will come from existing project budget.

Treaty Considerations/Implications for Māori

The procurement process will look to provide opportunities for Māori both through employment and also where Council can partner with Māori providers and iwi to ensure successful project outcomes are delivered in all procurement activities. The intention is to work closely with iwi, hapū, and hapori Māori about their aspirations for the new facility. This engagement will be a core workstream for the project and will also include the integration of toi Māori (Māori art) and storytelling, use and considerations for spacing within the facility and the consideration to how taonga can be stored and displayed.

Environmental/Climate Change Impact and Considerations

One of the objectives for the new facility is “utilises Green Building design for efficiency and environmental benefit.” This approach is alignment with Council’s Corporate Carbon Emissions Reduction Plan 2021., Prospective contractors will need to demonstrate their alignment and assistance in MDC achieving positive sustainability outcomes in particular energy efficiency and low GHG emissions options . This attribute will have an appropriate weighting depending on the service that is being procured and will be evaluated by the evaluation team.

Communications/Engagement Plan

There will be a communications and engagement plan developed for the project. Once each contract is awarded, we will communicate to stakeholders both on through own channels and on the Government Electronic Tender Service (GETS) website.

To:	Your Worship the Mayor and Councillors
From:	Nerissa Aramakutu, Policy Manager
Endorsed by:	Angela Jane, Manager Strategic Planning
Date:	4 August 2021
Subject:	Proposed amendments to Fees and Charges 2021/22: Senior Housing
DECISION	
Recommendation: That Council adopts amendments to the Fees and Charges 2021/22 for Senior Housing.	

PURPOSE

The purpose of this report is to seek adoption of amendments to the Fees and Charges 2021/22 for Senior Housing.

CONTEXT

Fees and charges are one of the Council's sources of funding and enable us to deliver a variety of services to the community. Fees and charges are usually set on an annual basis as part of Council's Annual or Long Term Planning cycles.

The Local Government Act 2002, and some other legislation, gives Councils the ability to prescribe fees for specific areas of Council business (e.g. Dog Control Act 1996 for setting dog registration fees). Our Revenue and Financing Policy sets out how we will fund the expenditure for each service by determining the proportion of funding that will come from rates and the proportion that will come from user fees and charges.

DISCUSSION and OPTIONS

Council adopted the Long Term Plan 2021-31: Fees and Charges Statement of Proposal on 31 March 2021. Under Senior Housing, Council proposed to increase rental fees by \$2 per week to cover inflation adjustments. Council have consistently increased the senior housing rental fees no higher than \$2 per week for a number of years.

The current Fees and Charges 2021/22 for Senior Housing reflect a \$4 per week increase, instead of a \$2 per week increase.

RECOMMENDATION

It is recommended that the proposed amendments to the Fees and Charges 2021/22 for Senior Housing are adopted. This is consistent with what was consulted on in the Long Term Plan 2021-31 Statement of Proposal for Fees and Charges.

SUPPORTING INFORMATION

Strategic, Policy and Legislative Implications

Fees and charges assist Council to fund the various services and activities that it offers. The level of rates funding versus user pays for each activity is included in the Revenue and Finance Policy. Council seeks to recover the cost of services, not to make a profit. Affordability is also a key concern and priority for Council.

Significance, Engagement and Consultation

Council consulted on the Fees and Charges as part of the wider Long Term Plan 2021-31 consultation process.

Financial Considerations

The proposed amendments to the Fees and Charges 2021/22 for Senior Housing are included as Attachment 1.

Treaty Considerations/Implications for Māori

Any amendments to fees and charges have an impact on residents and ratepayers, including hapori Māori.

Communications/Engagement Plan

Any subsequent amendments to the Fees and Charges 2021/22 for Senior Housing will be communicated to current tenants and made available on Council's website.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change impacts as a result of making any subsequent amendments to the Fees and Charges 2021/22 for Senior Housing.

Attachment 1: Proposed amendments to Fees and Charges 2021/22 for Senior Housing

Housing for the Elderly (Nil GST)	2021/22 Fee (current)	2021/22 Fee (Proposed amendments)
Panama Village		
25 Bedsitter	\$102.00	\$100.00
15 One Bedroom	\$108.00	\$106.00
4 One Bedroom (double)	\$114.00	\$112.00
Laurent Place		
8 Bedsitter	\$98.00	\$96.00
4 One Bedroom	\$105.00	\$103.00
6 One Bedroom house (double)	\$115.00	\$113.00
Bodmin Flats		
8 Bedsitter	\$98.00	\$96.00
Truro Flats		
4 One Bedroom	\$105.00	\$103.00
4 Garage	\$14.00	\$12.00

To:	Your Worship and Elected Members
From:	David Hopman, Manager Assets and Operations
Date:	4 August 2021
Subject:	24-hour RV Dump Station – Alternative Location Proposal
DECISION	
<p>Recommendation:</p> <p>That Council:</p> <ul style="list-style-type: none"> i. Approve the recommendation to install a 24-hour RV dump station at Te Whiti Road instead of the initial proposal at Henley Lake, as a result of engagement with iwi on 3 May 2021. ii. Approves the additional budget provision of \$53,000 (in addition to the \$30,000 previously allocated) to take the total project budget to \$83,000. iii. Requests that Council officers further explore what additional measures could be implemented to proactively combat the illegal dumping by freedom campers at Henley Lake. 	

PURPOSE

The purpose of this report is to provide the Council with the outcome of the engagement with iwi in respect of the RV dump station at Henley Lake, and the subsequent recommendation that the RV dump station be installed at the site of the existing Council commercial dump station on Te Whiti Road.

CONTEXT

Background

Motor homes and other self-contained camping vehicles are equipped with chemical toilets that store waste in canisters which must be emptied periodically. This is usually done via dump stations, a drive-up hatchway set into the ground connected to wastewater systems. Potable water is generally provided at these stations to allow campers to fill up on drinking water and to allow for wash down facilities.

Dump station facilities for self-contained motor homes in Masterton have become limited since the closure of a private facility adjacent to the Copthorne Hotel. There are soon to be two dump stations in Masterton – one at Mawley Park and a yet-to-be installed station at Solway Showgrounds. Neither option is available for the public to use after hours, and the town's 'motorhome friendly' status is at risk without a 24-hour public dump station facility.

There is an additional commercial dump station located at the Council transfer station on Te Whiti Road, however as it stands is not suitable for use by the public.

New Zealand Motor Caravan Association (NZMCA) fully support the installation of a purpose-built facility in Masterton, to be accessible 24- hours a day for all camping vehicles. NZMCA believe this is an integral part of the district having the Motorhome Friendly designation. NZMCA to date have provided Council officers with support and advice and have provided Council with the dump station prefabricated unit, ready for installation.

Location

On 10 June 2020 the Infrastructure and Services Committee considered a report seeking a decision on dump station facilities in Masterton presented by the Manager Assets and Operations. The Committee resolved to:

- i. approves funding of \$30K to provide a publicly available dump station at Henley Lake; and
- ii. recommends that Council approves a one-off grant to the A&P Society of \$10K to assist with the installation of a dump station for use by their customers; and
- iii. confirms that the Mawley Park site is only available for customers of the campground, with no requirement for the operators to provide a publicly available facility, once the Henley Lake Dump Station is operational.

Henley Lake was identified due to it attracting a number of freedom campers throughout the year. A number of the freedom campers cause issues through the use of the public toilets for emptying of RV waste cannisters, resulting in mess, environmental and public health and safety issues. Council have previously tried to address this problem by installing signage, however the issue still persists.

A number of options within the Henley Lake complex have been explored, including:

- Adjacent to the refurbished toilet block
- On Colombo Road between the Men's Shed and the entry gates to the complex

The location adjacent to the toilet block was not preferred due to the potential for additional congestion around the car park during peak season, and the visibility of people dumping in an exposed area, with the proximity to a school made it undesirable.

The Men's Shed location was further progressed as it provided easy, central access from Colombo Road, and allowed for direct connection into the main sewer line. An Engineering design was prepared for this site to provide an opportunity to discuss the proposal with iwi who had expressed concerns about the Council's plans.

Iwi engagement

On 3 May 2021 Council representatives hosted a hui at Te Rangimarie Marae which was attended by representatives of both Rangitāne Tū Mai Rā and Ngāti Kahungunu. The purpose of the hui was to

present Council’s plans in regard to the Henley Lake dump station and to hear the concerns, and suggestions from iwi about the proposal and the alternative site on Te Whiti Road.

Iwi objected to the Henley Lake proposal - primarily due to the location being one that many tamariki and mokopuna walked past on a daily basis, and the installation of a dump station in an exposed, public, and highly utilised location was highly undesirable. The area is also prone to flooding and iwi noted that tamariki walk through the flooded area on a regular basis, and there was no guarantee that this storm water would not be contaminated by any overflow from the dump station. This is a significant health and safety concern.

There was consensus among those attendees that iwi did not support the proposal for the dump station at Henley Lake, and unanimous support for further exploration of the alternative location at Te Whiti Road.

Iwi also provided some proactive solutions on how Council could combat the illegal dumping issue at Henley Lake including a better education and communication programme, similar to one that the Far North District Council have implemented and suggested that Māori Wardens could be used to support this work.

OPTIONS

Council has a commitment to hear the concerns of iwi as partners, and to work through a solution that is acceptable to all parties. Following the hui on 3 May Council officers have further explored the Te Whiti Road site, and there are a number of options that exist – these are detailed in the table below.

Option		Advantages	Disadvantages
1	New Te Whiti Road dump station	<ul style="list-style-type: none"> • Close to sewer. • Council owned land. • Meet NZ Motor Caravan Association requirement to retain ‘Motorhome Friendly’ Town classification. • Infrastructure mostly in place. 	<ul style="list-style-type: none"> • Off main routes for easy access so may not get used. • New development for entrance and exit and fencing required. • In a 80 Km / hr zone so traffic will be turning out into high-speed traffic. • Area experiences high usage with people lining up to access the refuse area.
2	Combined with existing Te Whiti Road	<ul style="list-style-type: none"> • Ability to coordinate with current infrastructure including entry/exits to reduce costs. 	<ul style="list-style-type: none"> • Off main routes for easy access so may not get used.

	commercial dump station	<ul style="list-style-type: none"> • Close to sewer. • Council owned land. • Meet NZ Motor Caravan Association requirement to retain 'Motorhome Friendly' Town classification. • Infrastructure mostly in place. 	<ul style="list-style-type: none"> • In a 80 Km / hr zone so traffic will be turning out into high-speed traffic. • Area experiences high usage with people lining up to access the refuse area. • RV dumpers could generate clashes with commercial users. This risk is minimised by the construction of a separate vehicle access and dumping location.
3	Do not install a new RV dump station	Cost savings	<ul style="list-style-type: none"> • Reputational damage if we lose 'Motorhome friendly' status. • Campers likely to dump illegally due to no suitable facilities incurring clean-up costs and environmental contamination.

Option 1 – new Te Whiti Road dump station



Scope

The work to construct a completely new dump station is fairly extensive and includes creating and sealing a new access suitable for the 80km speed environment, installing a reinforced concrete pad and connecting to both sewer and water. There is also consideration needed for lighting if this is to be a 24-hour facility. The estimated budget for this option is in the table below.

Vehicle access construction	\$78,000
Fence alterations	\$ 3,500
Disposal Pad and services connection	\$53,000
Lighting	\$7,000
Design/management fees	\$10,000
Total Budget	\$151,500

Option 2 – Combined with existing Te Whiti Road commercial dump station



Scope

There is less work required at this site, given some of the critical infrastructure is already in place, resulting in a cost saving compared to option 1. Additional cost savings can also be made if the driveway is not resealed, and instead just the minimal 6m x 6m concrete pad for the dump station is installed. Additional lighting is also not required. The estimated budget for this option is in the table below.

Vehicle access construction	\$33,000
Fence alterations	\$3,500
Disposal Pad and services connection	\$34,000
Tree removal	\$2,500
Design/management fees	\$10,000
Total Budget	\$83,000

RECOMMENDATION

It is recommended that Council agree to the option 2 – combine the new 24-hour RV dump station with existing Te Whiti Road commercial dump station and approve the additional budget provision of \$53,000 (in addition to the \$30,000 previously committed) to deliver the dump station in the 2021 calendar year.

NEXT STEPS

Following approval Council officers will commission the engineering designs to reflect the new location. Following the designs being finalised officers will go back to the contractor who provided the best value for money in the previous procurement phase to price the work before finalising the timeframe for delivery.

SUMMARY OF CONSIDERATIONS

Significance, Engagement and Consultation

The decision to approve the Te Whiti Road site is unlikely to attract significant community interest.

Communications/Engagement Plan

No further public engagement is planned as a result of this decision. Neighbours will be contacted regarding the change in use of the existing dump site. We will notify the wider public and the NZMCA of the plans to install the dump station at Te Whiti Road and will ensure that visitors are able to readily access the information on where they can dump while in the district.

Financial Considerations

A previous budget allocation of \$30,000 has been rolled over from the 2020/21 FY to the 2021/22 FY. If this report is agreed, then there will need to be additional funding of \$53,000 sourced to deliver the work. This cost will be added to the existing sewer network renewals programme.

Treaty Considerations/Implications for Māori

Iwi and Māori have been interested in the proposal since the Henley Lake option was first raised. The objections raised formally in the Hui on 3 May 2021 were very clear and there was consensus that the Te Whiti Road location would be preferable over the Henley Lake solution. That feedback has been the basis of the most recent recommendations.

Environmental/Climate Change Impact and Considerations

Establishment of dump station will have a positive impact on the environment. By providing suitable facilities to dispose of waste will reduce instances of campers emptying waste cannisters into toilets or into bushes at varying sites around the district, resulting in a cleaner environment.

To:	Your Worship and Elected Members
From:	Sofia Craig, Project Delivery & Assets Manager
Endorsed by:	David Hopman, Acting Chief Executive
Date:	4 August 2021
Subject:	Hood Aerodrome Masterplan Adoption
DECISION	
Recommendation:	
That Council:	
<ul style="list-style-type: none"> a. Receives Report 130/21; b. Approves the Hood Aerodrome Masterplan 2021 (Attachment 1 to Report 130/21); c. Approves the Communications Plan for the Hood Aerodrome project (Attachment 2 to Report 130/21); d. Approves the media release announcing the Council's adoption of the Masterplan (Attachment 3 to Report 130/21); and e. Notes that the next stage of the project will include commencing the land acquisition and negotiation process with affected landowners. 	

Purpose

The purpose of this report is to seek Council approve of the Masterplan for Hood Aerodrome included in Attachment 1.

Context

Background

In July 2020, Finance Minister Grant Robertson announced \$10 million in funding for infrastructure improvements at Hood Aerodrome, the result of a success application to a 'Shovel-ready' COVID-19 recovery fund. This infrastructure upgrade will transform Hood Aerodrome into a modern, functional airport, with capacity for growth beyond its current usage.

As well as work on infrastructure, the application referenced the need to develop a robust masterplan to consider how Hood Aerodrome could develop over the next 20-30 years, an activity that would ensure that any infrastructure that is designed and constructed enabled rather than prohibited the

future growth and development of the aerodrome. In February 2021 Beca were appointed as the consultant engineers for the development of the masterplan following a tender to the market.

Various development plans for the aerodrome have been considered previously, including the preparation of a masterplan for the airfield in 2005. However, the current facilities have been constructed in a semi-planned way resulting in some access and infrastructure issues.

Hood Aerodrome has generally struggled to generate momentum around significant infrastructure developments on the airfield, primarily due to it being a Council-owned, small-scale commercial/General Aviation facility with limited cashflow to fund development. The securing of the Shovel-ready funding is an opportunity to prepare Hood Aerodrome for the future and stimulate further development.

What is a Masterplan?

Airports and aerodromes are complex facilities and planning issues associated with airports are often not well understood. Poor planning can lead to a range of problems including operational restrictions, amenity impacts for nearby residents and airport closures in the extreme case. A masterplan is central to the orderly and proper planning of any airport.

The Masterplan helps provide for the orderly development of the aerodrome to meet current needs without inadvertently obstructing development that may be necessary to meet potential future needs. In addition to allocating and preserving space for future purposes, it can serve as a basis for coordinating plans for air navigation facilities, airspace use, and air traffic control procedures.

The Hood Aerodrome Masterplan is not a blueprint for development but a way of protecting the aerodrome for changes and expansion that may occur and ensuring that infrastructure enables and supports the aerodromes potential for the next 20+ years.

Scope of the Masterplan

The Hood Aerodrome Masterplan follows the NZ Airports Association 'Airport Masterplanning Good Practice Guide' 2017 and includes:

- A review of the current aerodrome (facilities, activities, layout and ground conditions)
- An overview of the stakeholder engagement undertaken to inform the final Masterplan and aerodrome layouts
- Details on the runway system including immediate and future changes to the runway width and length including possible requirements by the Civil Aviation Authority (CAA)
- An airfield development plan including provision for hanger, commercial, attraction and other facility development
- A staging and implementation plan (aerodrome layouts)

The Masterplan does not include detailed layouts for the aerodrome.

The Masterplan is maintained and managed by the Aerodrome Manager and should go through a formal review every 10 years to determine whether it is still fit-for-purpose and delivering as expected.

Process for developing the Hood Aerodrome Masterplan

Hood Aerodrome has a range of users who share the existing airfield facilities. This is unlike more developed airfields where planning requirements are often based around commercial flight operations.

Therefore, in place of traditional flight movement forecasting, an understanding of the existing and future requirements for the airfield was required in order to inform a robust masterplan. Beca led the user group and wider community engagement sessions to inform and develop the final Masterplan. The engagement included discussion with:

- Existing Hood Aerodrome user group
- Potential new Hood Aerodrome users
- Wings Over Wairarapa
- Wairarapa Vintage Aviation Hub Community Trust
- LifeFlight
- Civil Defence
- New Zealand Defence Force
- Commercial airlines
- Civil Aviation Authority (CAA)
- The general public
- Affected land owners

The first round of engagement resulted in the draft layouts that were used for the public engagement process which occurred from 10 – 31 May 2021.

Following the conclusion of the engagement process and analysis of the submissions Beca produced a second iteration of the layouts which looked at rationalising and reducing the amount of land required in the short to midterm, preferring to earmark this area for future aerodrome development should it be necessary. This iteration of the layouts was reviewed by the Hood Safety Committee, Strategic Advisory Group and Hood Project Governance Group between 28 June and 6 July, and their feedback has been captured in the final Masterplan document.

Dependencies with the ‘Shovel-ready’ funding

While the Masterplan is one of the key milestone activities in the contract Council has with Kānoa – Regional Economic Development & Investment Unit (formally the Provincial Development Unit) it will be more enduring than the infrastructure project the shovel-ready funding has enabled. However, the Masterplan is one of the critical dependencies for the infrastructure project and the staging of the Masterplan aligns to the key delivery dates for the project including:

- Stage 1: development that will occur following the adoption of the Masterplan and will continue through until November 2022 (as per contract)
- Stage 2: development that will occur between December 2022 and December 2025 (as per contract)

- Stage 3: out of scope of the infrastructure project – future potential development that may occur

Options Considered

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

Option		Advantages	Disadvantages
1	Adopt the Masterplan	<ul style="list-style-type: none"> • Provides Council with a clear plan for the development of the aerodrome both as part of the infrastructure project and beyond • Allows Council to release further lease sites in a planned and managed way • Allows for the necessary infrastructure work to occur to support the planned and potential activities for the aerodrome • Increases the value of the asset to Masterton and the wider Wairarapa region by providing increased resilience • Ensures LifeFlight no longer need to secure dispensation for their service • Allows for increased potential investment and development of the aerodrome, including removing barriers for an air service to return 	<ul style="list-style-type: none"> • Council is required to acquire land that is currently in private ownership
2	Do nothing – do not adopt the Masterplan	<ul style="list-style-type: none"> • Council is not required to acquire any land currently in private ownership 	<ul style="list-style-type: none"> • Will fail to meet our contractual obligations with Kānoa – Regional Economic Development & Investment Unit, as the Masterplan is a key milestone that enables

			<p>further project milestones</p> <ul style="list-style-type: none"> • The aerodrome will continue to be developed in an unplanned way, resulting in challenges with infrastructure, land allocation and limiting the potential of the aerodrome
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Recommended Option

Option 1 is recommended. This ensures that Council has an agreed plan for how the aerodrome will be developed and supported as part of the shovel-ready infrastructure project, and beyond.

Supporting Information

Significance, Engagement and Consultation

Financial Considerations

The budget for the project, including the Masterplan is shared between the \$10m 'shovel-ready' funding, and \$7m that is rate payer funded. Any subsequent work as a result of the Masterplan adoption is budgeted for as part of the infrastructure project, excluding any potential development that is classified in stage 3 of the layouts.

Treaty Considerations/Implications for Māori

This Masterplan has been developed in parallel to discussions with local iwi. From these discussions iwi have sought to understand:

- Impact on the environment and waterways particularly the Waingawa with additional aircraft activity and runway extension.
- What is the forecast for additional aircraft using the site, what type, where from and where to.
- Passenger numbers with proposed extension to runway and increased aircraft.
- Land use other than aircraft e.g.: conferences etc.
- Other proposed uses for the land.
- Costs for development.
- Iwi participation in the future.

Where appropriate this information has been included in the Masterplan report. Engagement with iwi will continue as Council develops design for the physical works on the airfield.

Environmental/Climate Change Impact and Considerations

Sustainable development is important to Council and mana whenua. To understand how to define and approach sustainability in the context of this Masterplan, a workshop was held on 22 March with Beca and MDC representatives. From this workshop the following focus areas were identified – these have been considered in developing the Masterplan and/or concept planning of infrastructure upgrades:

- Limiting new pavement extents to reduce materials use
- Considering river erosion and flooding, factoring in climate change
- Allow space for low-impact stormwater management
- Consideration of overland flow paths
- Power infrastructure with capacity for electric vehicles and aircraft
- Wastewater connections to the airfield to allow safe management of wastewater
- Reviewing and identifying contaminated land risk
- Lighting recommendations should look to reduce impacts on the dark sky reserve

Communications/Engagement Plan

The Communications Plan for the Hood Aerodrome project and the media release that will follow the approval of the Masterplan are attached to this report (see Attachments 2 and 3).

Hood Aerodrome Masterplan 2021

Rev 2 – Final

Prepared for Masterton District Council (MDC)
Prepared by Beca
28 July 2021



**make
everyday
better.**



Revision History

Revision N°	Prepared By	Description	Date
1	Adam Vorstermans	Draft for MDC review	16 July 2021
2	Adam Vorstermans	Final	28 July 2021

Document Acceptance

Action	Name	Signed	Date
Prepared by	Adam Vorstermans		28 July 2021
Reviewed by	Rick Pemberton		28 July 2021
Approved by	Rick Pemberton		28 July 2021
on behalf of	Beca Limited		

Executive Summary

Since it was first developed during World War II, Hood Aerodrome has served as the primary airfield for Masterton and the wider Wairarapa region. It remains a valuable asset for the region. Recently securing development funding provides an opportunity to improve the resilience of the aerodrome and the region and prepare Hood Aerodrome for the future, including stimulating further development. Masterton District Council (MDC) aims to use this funding to develop the aerodrome in line with the following vision statement.

“A future focused regional aviation hub providing geographical resilience, transport connectivity with multi-purpose facilities for airport users and our community” - MDC Strategic Advisory Group, January 2021

This Masterplan is the next step in bring MDC’s vision into reality. It aims to:

- Define the expected future use of Hood Aerodrome, including those of the Wairarapa community, mana whenua, current aerodrome users, and anticipated future aerodrome users
- Assess the suitability of the current runway infrastructure for this expected future use and determine any necessary changes or upgrades
- Protect space on and near the aerodrome for future development in a way that aligns with a coherent future vision and layout
- Define anticipated infrastructure developments in the short term and longer term

In preparing this Masterplan, consideration has also been given to environmental and community sustainability, and regulations related to land and airfield development.

Because of the varied use of Hood Aerodrome, the Masterplan has been developed through engagement with a wide range of stakeholders, including:

- Existing Hood Aerodrome users (via a workshop and online survey)
- Potential new Hood Aerodrome users (private and commercial)
- Wings Over Wairarapa
- Wairarapa Vintage Aviation Hub Community Trust
- LifeFlight
- Civil Defence
- New Zealand Defence Force
- Commercial airlines
- Civil Aviation Authority (CAA)
- The Masterton public

This plan aims to achieve compromise between the sometimes competing needs of these various groups to enable Hood Aerodrome to develop in a way that best serves the Wairarapa community.

Table 1 - Summary of future aerodrome activities and Masterplan development priorities based on stakeholder consultation and anticipated development trends

Activity Type	Activity / Infrastructure	Likelihood/Priority Short to medium-term	Likelihood/Priority Long-term
Hangar development (incl. private, commercial and hangar home lots)	0-10 new lots	High	High
	10-20 new lots	Medium	High
	20-30 new lots	Low	High
	30-40 new lots	Low	Medium
Other airfield building or land development	Enhanced public viewing area	High	Medium
	Aviation centre / museum	Medium	High
	Wings Over Wairarapa viewing area	High	Medium
	Aviation related industrial/commercial development	Medium	Medium
	Flight school	Low	Medium
Airfield facilities	Increase terminal/carparking capacity	Low	Medium
	Freight processing facility	Low	Medium
	Parallel paved taxiway (part runway length)	Low	High
	Parallel paved taxiway (full runway length)	Low	Medium
Paved apron aircraft parking	>1 bay (Code B or C)	High	High
	3+ bays (Code B or C)	Low	Medium
	5+ bays (Code B or C)	Low	Low
Scheduled passenger flight operations	Aircraft <20 seat capacity	Medium	High
	Aircraft 20-50 seat capacity	Medium	High
	Aircraft 50+ seat capacity	Low	Medium
	Electric aircraft	Low	High
Fuel	Jet A1 refuelling (paved/grass access)	High	High
	AvGas refuelling (grass access only)	High	High
	MoGas refuelling (grass access only)	Medium	Low
	Electric aircraft charging facility	Low	High



Figure 1 - Hood Aerodrome Masterplan layout (long term)

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List of acronyms

ASDA – Accelerate and stop distance available. The length of runway declared available for ground run and stopping in the event of a rejected take-off.

CAA – The New Zealand Civil Aviation Authority.

CAR – Civil aviation rules.

ICAO – The International Civil Aviation Organisation.

LDA – Landing distance available. The length of runway declared available and suitable for the ground run of an aeroplane landing.

OLS – Obstacle limitation surfaces. Defined areas about and above an aerodrome intended for the protection of aircraft in the vicinity of an aerodrome.

RESA – Runway end safety area.

TODA – Take-off distance available. The length of the take-off run provided plus the length of the clearway (if provided).

TORA – Take-off run available. The length of runway declared available and suitable for the ground run of an aeroplane taking off.

1 Purpose of the Masterplan

Since it was first developed during World War II, Hood Aerodrome has served as the primary airfield for Masterton and the wider Wairarapa region. It remains a valuable strategic asset for the region.

Various development plans for the Aerodrome have been considered previously, including the preparation of a Masterplan for the airfield in 2005. However, Hood Aerodrome has generally struggled to generate momentum around significant infrastructure developments on the airfield, primarily due to it being a council owned, small-scale commercial/General Aviation facility with limited cashflow to fund development. The aerodrome also does not have a regular passenger service which would provide a stable source of revenue as for other small regional aerodromes. Available funding for airfield development has however recently received a significant boost with the announcement of \$10M of central government funding and \$7M of District Council funding.

The availability of development funding is an opportunity to prepare Hood Aerodrome for the future and stimulate further development. Masterton District Council (MDC) aims to use this funding to develop the aerodrome in line with the following vision statement.

“A future focused regional aviation hub providing geographical resilience, transport connectivity with multi-purpose facilities for airport users and our community” - MDC Strategic Advisory Group, January 2021

This Masterplan is the next step in bring MDC’s vision into reality. It aims to:

- Define the expected future use of Hood Aerodrome, including those of the Wairarapa community, mana whenua, current aerodrome users, and anticipated future aerodrome users
- Assess the suitability of the runway infrastructure for this expected future use and determine any necessary changes or upgrades
- Protect space on and near the aerodrome for future development in a way that aligns with a coherent future vision and layout
- Protect existing activities like Wings Over Wairarapa
- Define anticipated infrastructure developments in the short term and longer term

In preparing this Masterplan, consideration has also been given to environmental and community sustainability and regulations related to land and airfield development.

Once adopted the aerodrome Masterplan will be reviewed and updated every 5 to 10 years to reflect new development that has occurred on the aerodrome and any changes to planning parameters, which may include the development strategy, stakeholder requirements, regulations, and aviation industry trends.

2 Guiding principles for aerodrome development

2.1 An asset for the community

Hood Aerodrome becomes a focal point for Masterton every two years with the Wings Over Wairarapa air show. These air shows attract thousands of people to Masterton. However, outside these air show weekends Hood Aerodrome function is limited to general aviation activities and air ambulance flights. There is an opportunity with recently obtained government funding to improve the awareness of what a local aerodrome can offer. Opportunities include:

- Attracting more general aviation activity and growing the well-established flying community at the aerodrome
- Attracting aviation related businesses to Hood Aerodrome to stimulate local economic activity
- Increasing the awareness and branding of vintage aviation at Hood Aerodrome in the time between air shows and attract visitors with displays and tourist attractions
- Improve the safety and reliability of medical flights and similar emergency or disaster response operations
- Infrastructure development to enable commercial/passenger flight operations to connect passengers and goods from the Wairarapa to other regions

The Masterplan has been structured to allow these initiatives to be developed in parallel, particularly by safeguarding space for infrastructure improvements in a way that balances the needs of aerodrome users, commercial entities, local iwi, the council, and the Wairarapa public. Stakeholder and public engagement workshops and consultation was undertaken during the master planning process to understand these needs. This plan aims to find compromise between these sometimes competing needs to enable Hood Aerodrome to develop in a way that best serves the Wairarapa community.

2.2 Regional resilience

Local airports are an important asset for most communities – this is particularly important in New Zealand where driving distances can be long or disrupted by natural hazards or disaster. Resilience is about remaining self-sustainable while connected at the same time.

The Wairarapa, while close to Wellington, is separated by the Remutaka range which provides a significant obstacle to the movement of people and goods in some conditions. Most critically, transport links between Masterton and Wellington could be cut off following a major earthquake for up to 4 months (road) and 3 years (rail). While road connections to cities to the north (Palmerston North and Napier/Hastings) are better, land transport may still be disrupted following a major disaster.

Air transport has the ability to provide faster, more reliable connection to regions outside of those that are accessible nearby by land. Therefore, a resilient, growing community needs an airport that enables air transport connections to be established as and when the need exists. This improves Masterton's ability to attract people and businesses and better connect to the wider New Zealand community.

The existing physical characteristics of Hood Aerodrome place limitations on flight operations, whether these be medical flights, commercial passenger flights, or private flying activities – the existing infrastructure limits the type and scale of operations that can be based at the aerodrome. The Masterplan therefore considers what flight operations and airfield activities may be required over the next 20+ years and safeguards space for the necessary infrastructure to be developed.

2.3 Partnering with Mana Whenua

This Masterplan has been developed in discussion with local iwi, including the Rangitāne Tū Mai Rā Trust and Ngāti Kahungunu. From these discussions' iwi have sought to understand:

- Impact on the environment and waterways particularly the Waingawa river with additional aircraft activity and runway extension.
- What is the forecast for additional aircraft using the site, what type, where from and where to?
- Passenger numbers with proposed extension to runway and increased aircraft.
- Land use other than aircraft eg: conferences etc.
- Other proposed uses for the land.
- Costs for development.
- Iwi participation in the future.

Where appropriate this information has been included in the Masterplan report. In some cases direct discussion with iwi was more appropriate. These discussions will continue until the master planning adoption and beyond as MDC develop designs for physical works on the airfield.

2.4 Embracing Kaitiakitanga and sustainable development

Sustainable development is important to MDC and mana whenua. To understand how to define and approach sustainability in the context of this Masterplan, a workshop was held on 22 March with Beca and MDC representatives. From this workshop the following focus areas were identified – these have been considered in developing the Masterplan and/or concept planning of infrastructure upgrades:

- Limiting new pavement extents to reduce materials use
- Considering river erosion and flooding, factoring in climate change
- Allow space for low-impact stormwater management
- Consideration of overland flow paths
- Power infrastructure with capacity for electric vehicles and aircraft
- Wastewater connections to the airfield to allow safe management of wastewater
- Reviewing and identifying contaminated land risk
- Lighting recommendations should look to reduce impacts on the dark sky reserve

The following are considered outside the scope of the Masterplan but are recommendations for sustainable development at Hood Aerodrome:

- Complete a feasibility study on the future use of non-jet fuel aircraft at Hood Aerodrome (i.e. electric / hydrogen cell / biofuel): airline partnerships (e.g. AirNZ, Sounds Air), localised infrastructure needs, power provision including PV array in pasture blocks.
- Undertake a power study (likely in conjunction with the above) for the future needs of the site, including understanding current consumption, monitoring needs and recommended localised infrastructure.
- Undertake a more detailed assessment of the regional climate risks to Hood Aerodrome, using scenario analysis and include the transitional impacts to Hood/ Aerodrome/MDC i.e. use approach from Taskforce for Climate-related Financial Disclosure (TCFD).
- Develop a waste strategy for the site that includes construction and demolition phases, future operational airside and landside activities, and that looks at infrastructure provision and future commercial tenant contracts.
- Prepare Sustainable Infrastructure Design guidelines to specify in more detail how the infrastructure should be designed and constructed to meet MDC sustainability goals. This can include a range of identified environmental and social initiatives that have been previously worked through by MDC.
- Complete any necessary contaminated land assessments in order to facilitate earthworks cost estimates, ability to manage soils on site or dispose.
- Maintain inputs to surrounding community land use developments to reduce adverse reverse sensitivity impacts and encourage multi-use zoning to reduce passenger travel miles.
- Consider best use of adjacent leased land/site land areas: best practice farming including fertilizer use and control, seeding in clover/as meadow to reduce mowing, native planting and link to Regional Council, riparian planning (height and species), non-lethal bird control.

2.5 Regulatory requirements

Regulatory Framework

The Civil Aviation Act 1990 establishes a regulatory framework for maintaining, enhancing and promoting the safety of civil aviation, with particular emphasis on preventing aviation accidents and incidents. The certification, operational and security requirements for the operations of aerodromes in New Zealand are defined by Civil Aviation Rules (CAR) Part 139 'Aerodromes Certification, Operations and Use'. This rule classifies aerodromes as certificated, qualifying or non-certificated and prescribes the applicable requirements for the operation of the aerodrome in line with each of these classifications.

Hood Aerodrome is currently (as of 2021) operated as a 'non-certificated aerodrome'. CAR Part 139 places relatively few operational requirements on non-certificated aerodromes, specifically to establish procedures to report unsafe conditions and aircraft movements.

The requirement for an aerodrome to be assessed and potentially re-designated as a qualifying or certificated aerodrome is generally triggered by a 'significant change' in the aerodrome's operation (i.e. number of aircraft movements) or risk profile (i.e. a significant concern indicating a risk to aviation safety). The CAA have recently advised that an aeronautical study is required for Hood Aerodrome. This study will consider the aerodrome's operations and risk profile and from this the CAA will advise if Hood Aerodrome will be re-designated as a qualifying aerodrome. If a designation change is required, it will be accompanied by an increase in certification requirements including aerodrome design requirements. This process and requirements are detailed in CAR Part 139 Subpart AA.

Certification is not expected to be required unless the aerodrome is used for regular passenger operations by an 'aircraft with a certificated seating capacity of more than 30 passengers'. If this occurs and certification is required, the requirements for the management and physical characteristics of the aerodrome increase significantly. The physical requirements for certificated operations have been safeguarded for by this Masterplan.

Aerodrome design requirements

The NZ aerodrome design requirements are detailed in CAR Part 139, Advisory Circular (AC) 139-6 Aerodrome Design Requirements: All Aeroplanes conducting Air Transport Operations; All Aeroplanes Above 5,700kg MCTOW and AC-139-7 and 15 for Aeroplanes at or below 5700 kg and for non-air transport operations. These design requirements are based on the International Civil Aviation Organisation's (ICAO) aerodrome requirements contained in Annex 14 Aerodromes. Evaluation of the existing airfield geometry and recommendations for future development have been made in consideration of these Standards and Recommended Practices (SARPs).

ICAO Aircraft Reference Code

The ICAO aircraft reference code classification system, which is referenced throughout the Masterplan is shown in Table 2 below for aircraft up to 'Code D'. The reference code groups aircraft by wingspan and main gear span for the purpose of specifying required and recommended aerodrome infrastructure characteristics (i.e., runway and strip configuration, aircraft manoeuvring clearances etc) for safe operations. These reference codes are replicated in the NZ CAA AC139-6.

Table 2 - ICAO Aircraft Reference Codes

Aircraft Reference Code	Wingspan (m)	Outer Main Gear Wheel Span (m)	Typical Aircraft Types
A	Up to but not including 15m	Up to but not including 4.5m	Cessna 172, Piper Tomahawk, Beechcraft Baron
B	15m up to but not included 24m	4.5 up to but not including 6m	Cessna Caravan, Beech 1900D, Fairchild Metro III, Jetstream J32
C	24m up to but not included 36m	6m up to but not including 9m	Dash-8 Q300/Q400, ATR 72, B737 series, A320/A321 series, CV-580, Future 90 seat turboprop
D	36m up to but not included 52m	9m up to but not including 14m	B757 series, B767 series, C130 Hercules

3 Current situation

3.1 Existing aerodrome facilities and activities

Hood Aerodrome's current facilities include:

- A single paved runway '06-24'. The runway has a pavement area of 1,250m x 23m. The runway operating Code is 2B primarily due the runway width and operating lengths are limited by obstacles in both directions – Manaia Road to the east and power pylons to the west.
- A grass runway parallel to the paved runway – '06-24'. The grass strip has an area of 1,060m x 30m. The runway operating code is 2A with a 12m limit on maximum wingspan. Simultaneous operations with the paved runway are not possible due to lack of separation.
- A grass cross runway '10-28'. The grass strip has an area of 1,042m x 30m. The runway operating code is 2A with a 12m limit on maximum wingspan.
- A paved apron with a single parking space for Code B aircraft (reconfiguration for larger aircraft is possible).
- A paved taxiway between the apron and runway and various grass taxiway areas.
- Lighting and navigation aids including runway edge and threshold lighting, PAPIs, taxiway edge lighting, and apron floodlighting.
- A (grass access) refuelling facility with Avgas and Jet A1 available.

Current uses of Hood Aerodrome include:

- Private general aviation hangars and vintage aviators
- Model aircraft operations
- Aviation related commercial activities including helicopter operations, flight training, crop spraying and parachuting
- Topdressing planes servicing the rural area
- Glider flying
- Aerobatic championships
- Adventure flying
- A sport and aviation operator (including a café in summer)
- RNZAF training
- Aircraft maintenance facilities and fuel storage/refuelling facilities
- The biennial 'Wings over Wairarapa' air show
- Motorsport events on the drag-strip area to south of the main sealed runway

3.2 Existing airfield layout and site description

Figure 2 shows the existing airfield layout. Hood Aerodrome is situated on relatively flat land with ground falling generally from north-west to south-east. The aerodrome surrounds consist of private rural land to the north, east and south, and the Waingawa river to the west. The Masterton suburb of Solway is 1km north of the aerodrome, and the Masterton city centre 3km to the north-east.



Figure 2 - Existing airfield layout

3.3 Planning considerations

The Masterton district is covered by the Wairarapa Combined District Plan. This plan is fully operative.

Exclusions from this planning assessment are Airport Noise Contours (refer Section 6.16), and identification of wetlands that may be subject to the National Environmental Standard for Freshwater.

Zoning and designations

The Hood Aerodrome designation (Dm012, outlined in yellow in Figure 3 & 4) enables the land to be developed and used for Aerodrome and Recreation Purposes. There are no conditions to this designation in the District Plan.

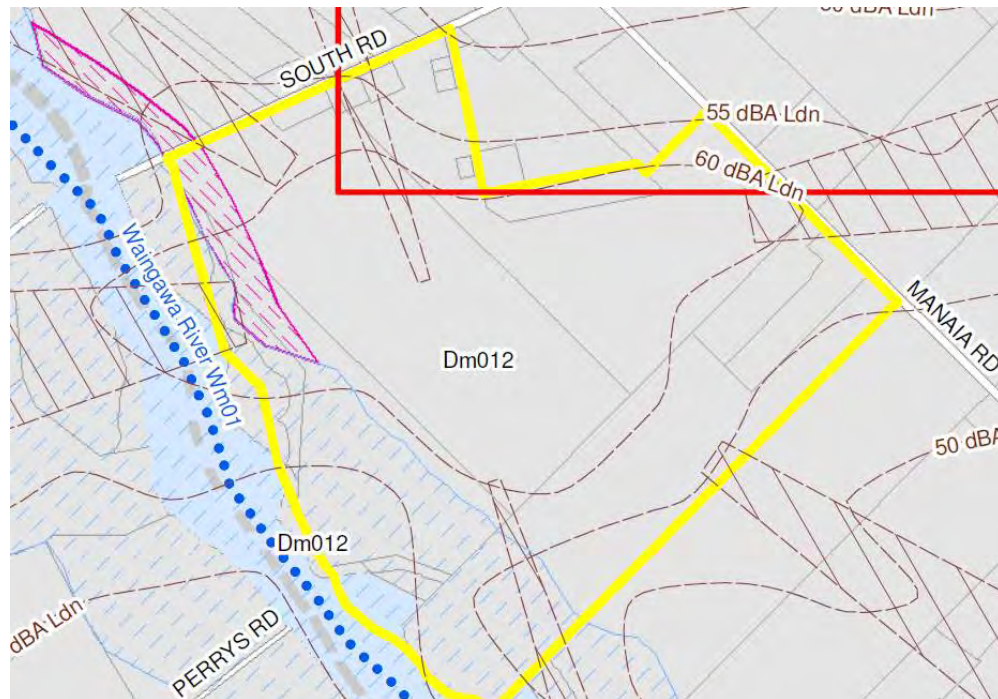


Figure 4 - Excerpt from District Plan map 39 showing Hood Aerodrome designation

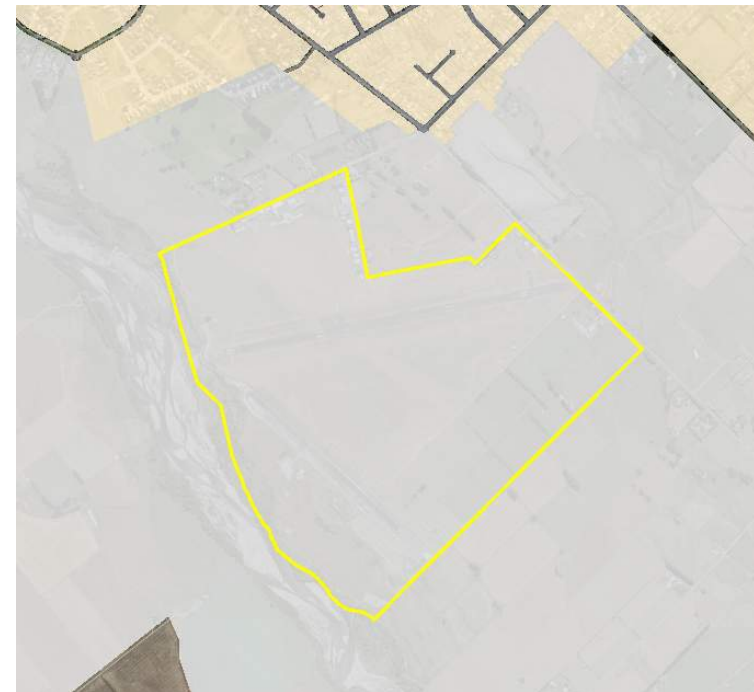


Figure 3 - Masterton District Plan map showing Hood Aerodrome boundary and zoning

The underlying zoning of the Hood Aerodrome designation is 'Special Rural' Zone, shown in grey in Figures 3 & 4.

The Special Rural Zone has provisions which seek to protect higher quality soils, prevent urban sprawl and limit reverse sensitivity issues by managing subdivision activities and land use.

The Special Rural Zone rules include:

- Maximum permitted dwelling height: 10m
- Maximum permitted height for all other buildings: 15m
- Maximum permitted height to boundary is 3m with a 45° recession plane
- Minimum requirement for front set-backs from the boundary of sealed roads: 10m; and unsealed roads: 25m
- Minimum requirement for all other boundaries or any waterbody: 5m
- Minimum requirement for dwelling set-back from other boundaries: 25m
- All subdivisions require resource consent. This is to allow for assessments and potential imposed conditions relating to access, infrastructure, water supply and sewage and stormwater disposal.

Overlays and Natural Hazards

Along the south-west boundary, adjacent to the Waingawa River, is a Flood Hazard Area as indicated in blue hatch in Figure 5. An Erosion Hazard Area is Identified in pink hatch, straddling the north-western designation boundary line. Works within the Flood Hazard Area and/or Erosion Hazard Area may require resource consent from the Greater Wellington Regional Council.



Figure 5 - Waingawa river flooding and erosion zones

Aerodrome Protection

Hood Aerodrome is a matter of consideration for council's processing of resource consents. The Assessment criteria is set out in the District Plan under PART C – CONSENT PROCESS as below:

22.1.23 Aerodrome Protection

- (i) The proposed location of any noise sensitive activity in relation to airport activities.
- (ii) Potential effects arising from the proximity of the airport, aircraft approach/takeoff paths, lead-in lighting, navigational aids, and the potential of buildings or structures to create glare, electromagnetic interference, smoke, mechanical turbulence, other adverse effects.
- (iii) Potential effects of airport operations, in particular noise, and health and safety effects from low flying aircraft, on any noise sensitive activity.
- (iv) Consideration of the operational requirements of the airport, particularly aircraft take-off and landing approaches, helicopter hover points, and aircraft using navigational aids/lighting.
- (v) Proposed methods for avoiding, remedying or mitigating potential adverse effects of air noise, such as insulation, shielding or barriers.

Land designation considerations for Aerodrome Expansion

The Masterplan includes land that is not currently (as of mid-2021) part of the aerodrome. Expansion activities consistent with the purpose of the existing District Plan designation (i.e. aerodrome purposes) could be authorised under the Resource Management Act 1991 (RMA) through an alteration to the designation. Designations under the RMA can assist with the public acquisition processes if necessary.

Activities outside the core functions of the aerodrome such as retail and non-aviation related commercial land uses will not be able to be authorised by a designation. Options to authorise these activities include applying Special Rural Zone rules through a Plan Change to provide specific provisions in this zone for Masterplan activities. This Plan Change would be a public process.

3.4 Ground contamination

Hood Aerodrome is an operational airfield and is therefore included on the Greater Wellington Regional Council (GWRC) Selected Land Use Register (SLUR). A site that is included on the SLUR has or has historically had an activity or industry undertaken on it that is included on the Hazardous Activities and Industries List (HAIL). The HAIL is a list of 53 activities and industries compiled by the Ministry for the Environment (MfE) that are considered likely to cause land contamination; sites where these activities or industries have occurred are known as 'HAIL sites'.

The National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (NESCS) applies to HAIL sites where specific activities are being undertaken; these activities include:

- Soil disturbance
- Change in land use
- Subdivision
- Soil sampling
- Removal of underground fuel tank

Each of these activities have a set of permitted activity criteria that, if met, the activity can proceed without the need for resource consent under the NESCS. Where activities cannot meet the permitted activity requirements, resource consent is required either as a controlled, restricted discretionary or discretionary activity. Given Hood Aerodrome is an operational airfield, it is recommended that a Preliminary Site Investigation (PSI) be undertaken on the wider site to assess the location and extent of the HAIL sites. It is envisaged that this document will be able to be referred to for future development at the site, rather than undertaking a PSI on a project-by-project basis. This site wide PSI will also outline the areas where further investigation is required (i.e. soil and/or groundwater sampling) and will inform any consenting requirements for a specific development at the site under the NESCS.

4 Stakeholder engagement

4.1 Overview

Hood Aerodrome has a range of users who share the existing airfield facilities. This is unlike more developed airfield where planning requirements are often based around scheduled passenger flight operations. Therefore, in place of traditional flight movement forecasting, an understanding of the existing and future requirements for the airfield has been developed primarily through consultation with existing and potential future users and other relevant stakeholders.

Those consulted include:

- Existing Hood Aerodrome user group (workshop and online survey)
- Potential new Hood Aerodrome users (private and commercial)
- Wings Over Wairarapa
- Wairarapa Vintage Aviation Hub Community Trust
- LifeFlight
- Civil Defence
- New Zealand Defence Force
- Commercial airlines
- Civil Aviation Authority (CAA)

4.2 Existing Hood Aerodrome users

A workshop was held with existing Hood Aerodrome users on 22 March 2021. During this workshop the purpose of the Masterplan was presented followed by group work during which users were able to provide suggestions and comments about how the aerodrome should be developed.

From these comments, the following development themes were identified:

- Users want to maintain the existing feel of the aerodrome – this includes open spaces, a community feel, and uncontrolled air space
- Users would like more land made available (possibly through strategic land purchase) for the development of hangars – these ranged from low-spec hangars to hangar-homes
- An aerodrome suitable for general aviation including open spaces for the use of WW1 aircraft, sky diving activities, model aircraft etc. Some specific improvements were requested, such as filling of an existing drainage ditch
- Upgraded fuel facilities are needed, which could include sealing the surface around the existing refuelling area or providing new refuelling areas with a combination of grass and sealed access. As of 2021, access to AvGas, Jet A1 and motor gas are required on the airfield.
- Awareness of the proposed Aviation Centre/Museum complex and the need to accommodate this and integrate it with existing airfield operations.
- Space for new facilities because of growth or closure of other airfields in the lower North Island – e.g. a commercial flight school, additional paved apron area, commercial business development area. Becoming a GA hub for the lower North Island was discussed.
- Presenting a coherent brand for the airfield, including changes to road names, consistent signage and branding, a defined entrance way, and viewing areas.



4.3 Potential Hood Aerodrome users

Information about potential Hood Aerodrome users was provided by MDC. From this the following requirements were identified:

- There is a growing interest to develop new hangars on the aerodrome (nine parties at last count). Some of these have a preference for paved apron access to their hangar.
- The range of hangar sizes varies by user, though these are typically less than 25m x 20m in size.

A private jet pilot who uses the aerodrome was also contacted to provide information about Hood Aerodrome's suitability for private jet operations and where improvements could be made. These included:

- The runway length is physically suitable for their operations using a Dassault 50EX Falcon.
- The approach certification ideally needs to be increased to allow IFR operations – this would likely require a runway width increase.
- Additional paved apron space is preferable but not critical.

4.4 Wings Over Wairarapa

Wings Over Wairarapa (Wings) is an important event for Hood Aerodrome. Attracting 20-30,000 visitors biannually, it provides an opportunity to promote the aerodrome and region to visitors. Maintaining a viable air-show operation is therefore a primary consideration for planned development at Hood Aerodrome.

For Wings to remain viable, adequate viewing space for crowds is needed on the airfield, and 'high energy' safety areas and display lines need to be protected from development.

Plans of the air-show layout for 2021 show an on-airfield viewing area of approximately 11.5ha, as well as off-airfield areas for parking and overnight camping. Wings organisers have indicated that the 2021 space has some capacity for growth, and growth in the number of attendees is expected to continue.

The 'High energy' safety area is shown in Figure 7. This area is provided to protect people on the ground and pilots in the event of an aircraft crash. Therefore, any significant building development, or public access to this area during the air-show, is likely to put pressure on the Wings operation and raise questions about air-show safety.

Wings organisers have also indicated that the expansion of the visitor experience to include a fly-in fly-out camping area for GA aircraft is also being considered. This could likely be located within the 'high energy' area provided access to aircraft and camping areas is restricted during display times.

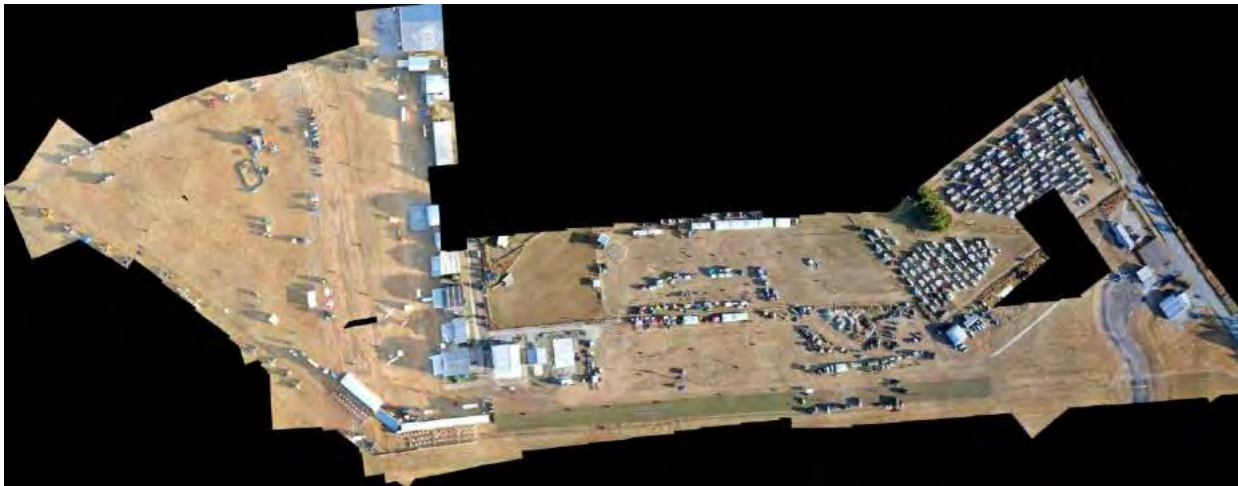


Figure 6 - Wings Over Wairarapa on-airfield layout 2021



Figure 7 - High energy safety area shown in blue

4.5 Vintage aviation museum facility

The Wairarapa Vintage Aviation Hub Community Trust have plans to develop a vintage aircraft museum facility on the airfield. This is a private development that would provide a significant increase to the public-focussed commercial activity on the airfield. There is a memorandum of understanding (MOU) between the trust and MDC to allocate land for development of this facility that extends until 2023.

Members of the trust have provided the following relevant details of the proposed development:

- The development would likely include a public aircraft display areas (indoor), a café and/or restaurant, workshop and closed hangar areas, retail, and carparking.
- Current plans propose a 5,000m² display building with a separate 2,000m² building for café/retail type areas.
- The anticipated patronage is 40-80,000 people per year.
- There are no known non-typical service requirements in addition to those usually required for a museum type facility.

4.6 LifeFlight

Air Freight New Zealand were consulted as the primary operator of LifeFlight services out of Hood Aerodrome. Of particular interest are the fixed wing services they operate and their aeronautical requirements. Relevant points from these discussions include:

- Air Freight NZ who provide the majority (estimated >90%) of fixed wing medical flights to Hood Aerodrome using a Jetstream J32
- Other operators provide occasional LifeFlight services using Beechcraft C90, Kingair B200 & B350, Mitsubishi MU-2, and other smaller aircraft types
- The existing runway width restricts J32 operations to a 5kt cross-wind component which could be improved to 25kt by widening the runway to 30m
- The existing runway length restricts J32 payload by around 500kg (depending on weather conditions). This could mean an extra patient, heavier medical equipment, or additional family members cannot be flown in some conditions though this is considered less critical than the runway width restrictions.
- The existing runway length restricts operations in that they cannot land in a westerly wind of <5kts
- A runway length increase to around 1,280m would bring Hood Aerodrome in line with other airfields (e.g. Timaru) which is suitable for most current LifeFlight operations
- Fleet changes are expected within the next 5 years with the most likely replacement for the J32 being a Kingair B350 or B200

4.7 Civil Defence and New Zealand Defence Force

Civil Defence and New Zealand Defence Force (NZDF) were consulted in relation to disaster response operations. Following a major earthquake, the Wellington Earthquake National Initial Response Plan indicates the Remutaka hill road may be impassable for a period of more than four months. During this time Hood Aerodrome would be a key point for the movement of goods and people to and from the Wairarapa. These operations would primarily be by military aircraft, though may include movements by commercial flight operators depending on people movement requirements.

As of 2021, Civil Defence plans use Kapiti Airport as a base for Helicopter operations to Wellington in a disaster situation. Given the uncertain future of Kapiti Airport, there is a possibility that Hood Aerodrome could be used for this type of operation in the future, though no organisation currently has plans for this.

Advice from NZDF states that Hood Aerodrome is not currently (as of 2021) included in contingency plans for a major disaster and that there is no military requirement to upgrade the airfield in preparation for a contingency. However, should Hood Aerodrome be required in response to a disaster situation, the following suggestions were made:

- C-130 aircraft are commonly used in disaster situations and if the need to use them at Hood Aerodrome arose, the provision of Cat C RNAV would be beneficial but is not essential for safe operations.
- Additional paved apron space would be beneficial.
- Better Foreign Object Debris (FOD) management would be beneficial.

NZDF also advised that the likelihood of Hood Aerodrome being used for NZDF exercises would not increase if changes were made to existing infrastructure. This includes Texan-II flight training operations which currently (as of 2021) use Hood Aerodrome.

In the case of a Wairarapa Regional disaster, it is expected that land access routes from the north (Palmerston North and Hawkes Bay) would remain passable. However, some flight operations are expected to be required to support land transport. This may include helicopter operations or military fixed-wing aircraft operations using KingAir or C-130 aircraft.

Figure 8 below sets out the types of air operations that would be required following a major disaster in the Wellington Region and their priority.

It is also worth noting that in the event that the Remutaka hill road is impassable for a period of several months, the closest accessible civilian airport would be either Palmerston North or Hawkes Bay.

Priority	Movements in			Movements out
	Helicopters without freight capacity (4-6 people)	Helicopters with up to 1 tonne lift capacity	Helicopters with greater than 1 tonne lift capacity and fixed wing aircraft	All Helicopter types
1	Emergency response personnel	Airborne firefighting	USAR (deployment and sustainment)	Patient evacuation – as prioritised by clinical staff (see 4.3.3)
2	Reconnaissance	USAR (deployment and sustainment)	Emergency Medical Teams, including equipment and consumables Emergency Supplies	NCCM and NCC Staff Relocation of Government, if required (see 4.1.3)
3	VIP (including international) and media	Emergency supplies	Priority commercial needs	Emergency response personnel
4	Transport of data	Emergency response personnel	Emergency response personnel	Visitors and members of the public – as prioritised by Wellington Region ECC/ EOCs
5	Priority commercial needs	Emergency Medical Teams, including equipment and consumables		
6		Priority commercial needs		

Figure 8 - Wellington region disaster air movement prioritisation

4.8 Commercial airlines

Direct consultation with airlines was not done as part of developing the Masterplan. However, information received from airlines by MDC was reviewed and used to inform the plan. The key themes of this information included:

- Providing an airline service from Hood Aerodrome carries a significant amount of financial risk
- The economics of an airline service improve if larger aircraft are used, provided enough patronage exists to support the use of larger aircraft
- Existing runway dimensions may not be suitable for some aircraft types that are possible candidates for an airline service
- There is no immediate opportunity for an airline service from Hood Aerodrome.

4.9 Civil Aviation Authority

The CAA sets out requirements for aerodrome development and certification in their Rules – Part 139. The following are relevant to the development of Hood Aerodrome, considering possible certification in future:

- Certification can either be under an ‘Aerodrome Operator Certificate’ (‘full’) or ‘Qualifying Aerodrome Operator Certificate’ (‘partial’)
- Aerodrome Operator Certificate – applies to international aerodromes and those operating passenger services with aircraft carrying >30 people
- Qualifying Aerodrome Operator Certificate – applies when the CAA, after completion of an aeronautical study (risk evaluation), determines that an aerodromes operation warrants CAA oversight through certification.
- At the time of writing Hood Aerodrome is not certificated under NZ CAA Rule Part 139.
- The Masterplan safeguards physical design requirements in compliance with Rule Part 139 to safeguard for possible future full certification. This includes RESA which are currently assumed to be 240m long. Recent trends in aviation safety are for longer RESA and only the CAA director can determine if shorter RESA are acceptable. Therefore, safeguarding for 240m long in the Masterplan is prudent.
- Significant changes to infrastructure or the type of activities at Hood Aerodrome may trigger the need for an aeronautical study and certification as a Qualifying aerodrome.

The CAA have recently confirmed that an aeronautical study is required for Hood Aerodrome, in part due to proposed infrastructure changes.

4.10 Public engagement

Three draft layouts for the airfield and expansion area, informed by initial stakeholder engagement, were presented during a public engagement workshop on 10 May 2021. Approximately 80-100 members of the public were in attendance. The intent of this workshop was to advise the public on the reasoning behind proposed Masterplan layouts and seek feedback on how these could be improved to best suit all stakeholders. The same information was also provided online and a submission period for people to provide feedback ran from 11-31 May 2021. In total 37 submissions were received.

The presented layouts are included in Appendix B. Table 3 summarises public preference based on the engagement workshop and feedback submissions.

Table 3 - Summary of public engagement outcomes

CLEAR SUPPORT		
	Workshop Attendees	Online Feedback Submissions
Draft Layout 1	✖ ✖ ✖	✖ ✖ ✖
Widening the runway	✖ ✖ ✖	✖ ✖ ✖
Convert 10-28 to the main paved runway	N/A	✖ ✖ ✖
More paved apron space	N/A	✖ ✖ ✖
Reduce the speed limit on Manaia Road	✖ ✖ ✖	✖ ✖ ✖
Protecting General Aviation activities on the airfield	✖ ✖ ✖	✖ ✖ ✖
Continued success of Wings Over Wairarapa	✖ ✖ ✖	✖ ✖ ✖

MIXED SUPPORT		
	Workshop Attendees	Online Feedback Submissions
Draft Layout 2	✖ ✖ ✖	✖ / ✖
Draft Layout 3	✖ ✖ ✖	✖ ✖ ✖
Land acquisition for airfield and/or commercial development	✖ / ✖	✖
Lengthening the runway	✖ / ✖	✖
A commercial airline service from Hood	✖ ✖ ✖	✖

LOW SUPPORT		
	Workshop Attendees	Online Feedback Submissions
Diverting traffic through suburban areas (eg. Andrew Street)	✖ ✖ ✖	✖ ✖ ✖
Changes to grass runway 10-28 orientation/length	✖ ✖ ✖	✖

KEY:

- ✖ ✖ ✖ A large number of mostly or all 'for' comments
- ✖ ✖ ✖ Mostly 'for' comments with some 'against' / a small number of 'for' comments only
- ✖ / ✖ Approximately even balance of for and against responses
- ✖ ✖ ✖ Mostly 'against' comments with some 'for' / a small number of 'against' comments only
- ✖ ✖ ✖ A large number of mostly or all 'against' comments

5 Runway system

The Masterplan seeks to confirm requirements for physical characteristics for Hood Aerodrome's runways. This includes determining expected use in order to confirm runway dimensions and orientation.

5.1 Existing runway system

The existing runway at Hood Aerodrome is characterised as a 1250m long paved runway (1205m with a 45m starter extension) with restrictions on operational length due to approach/take-off path obstacles. No runway end safety areas are provided.

Figure 10 shows the existing declared distances (operating lengths). These are limited by power pylons, which limit the runway 06 approach and runway 24 take-off, and Manaia Road, which limit the runway 24 approach and runway 06 take-off due to obstacle limitation requirements.

Two grass runways are provided – one parallel with the main runway and one on bearing 10-28 which serves as a crosswind runway. The grass runways are both approximately 1,000m long.

Figure 9 shows the existing runway configuration as published in the Aeronautical Information Publication (AIP).

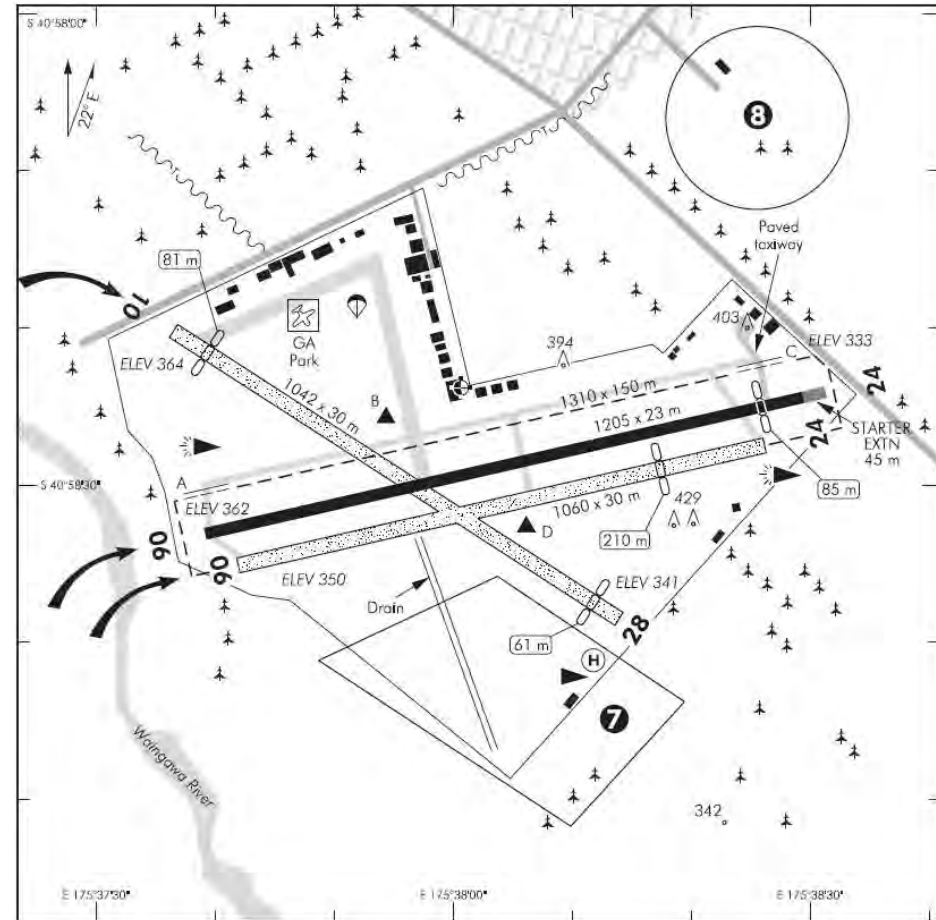


Figure 9 - Existing runway arrangement from AIP



Figure 10 – Existing (as of 2021) Runway 06-24 declared distances

5.2 Runway design Code and approach type

Code

The CAA defined runway physical requirements are determined by the runway's alpha-numerical operating 'Code' and approach type. The Code number is determined from the Aerodrome Reference Field length (as defined by ICAO/CAA), and the Code letter is determined by the wingspan of the largest operating aircraft as detailed in Section 2.5. Some changes to how physical characteristics are defined against aircraft characteristics are included in the latest ICAO recommendations, which are expected to be adopted by the CAA in due course. Where these changes are relevant to master planning, they are identified in this report.

As of 2021, Hood Aerodrome operates as a Code 2B aerodrome. However, a dispensation is required from the CAA for some flight operations – notably medical flight operators who operate a Code C Jetstream J32. Therefore, the assumption of, at minimum, Code 3C operations from 2021 onwards is considered reasonable. Most regional passenger aircraft types are also Code C and comparison with aerodromes in other centres (refer Table 4, Section 5.4) suggests Code 3C is appropriate for planning at Hood Aerodrome. A higher design code (e.g. 4) would be typical of regular jet aircraft operations which are considered unlikely in Hood Aerodrome's future.

The exception to Code 3C would be the use of the runway by some military aircraft, such as the C-130 Hercules. However, while following CAA recommendations is best practice, military operations are not governed by the CAA and therefore there is some additional flexibility – particularly since military aircraft movements using larger aircraft types (e.g. C-130 Hercules) are only expected in very infrequent or emergency situations.

Runway Approach Type

The CAA defines three types of runway approach types depending on the navigation aids provided to assist approach and landing operations:

1. Non-instrument approach – only visual aids are provided
2. Non-precision instrument approach – provides lateral guidance only such as an RNAV (GNSS) approach.
3. Precision instrument approach – uses a full Instrument Landing System to provide vertical and lateral guidance. Typically only provided at international airports in New Zealand.

As of 2021, Hood Aerodrome operates a non-precision instrument approach for Code A/B aircraft but is not suitable for Code C instrument approaches. For the type and frequency of operations expected at Hood Aerodrome over the next 20-30 years, the need for a precision instrument approach is considered unlikely. Therefore, the Masterplan has been developed assuming obstacle limitation requirements for a Code 3C Non-precision Instrument approach runway.

5.3 Runway orientation

Many factors affect the determination of the orientation of runways. One important factor is the alignment of runway to facilitate the provision of the related approach and take-off surfaces.

When a new instrument runway is being located, particular attention needs to be given to areas over which aeroplanes will be required to fly when following instrument approach and missed approach procedures, to ensure that obstacles in these areas or other factors will not restrict the operation of the aeroplanes for which the runway is intended.

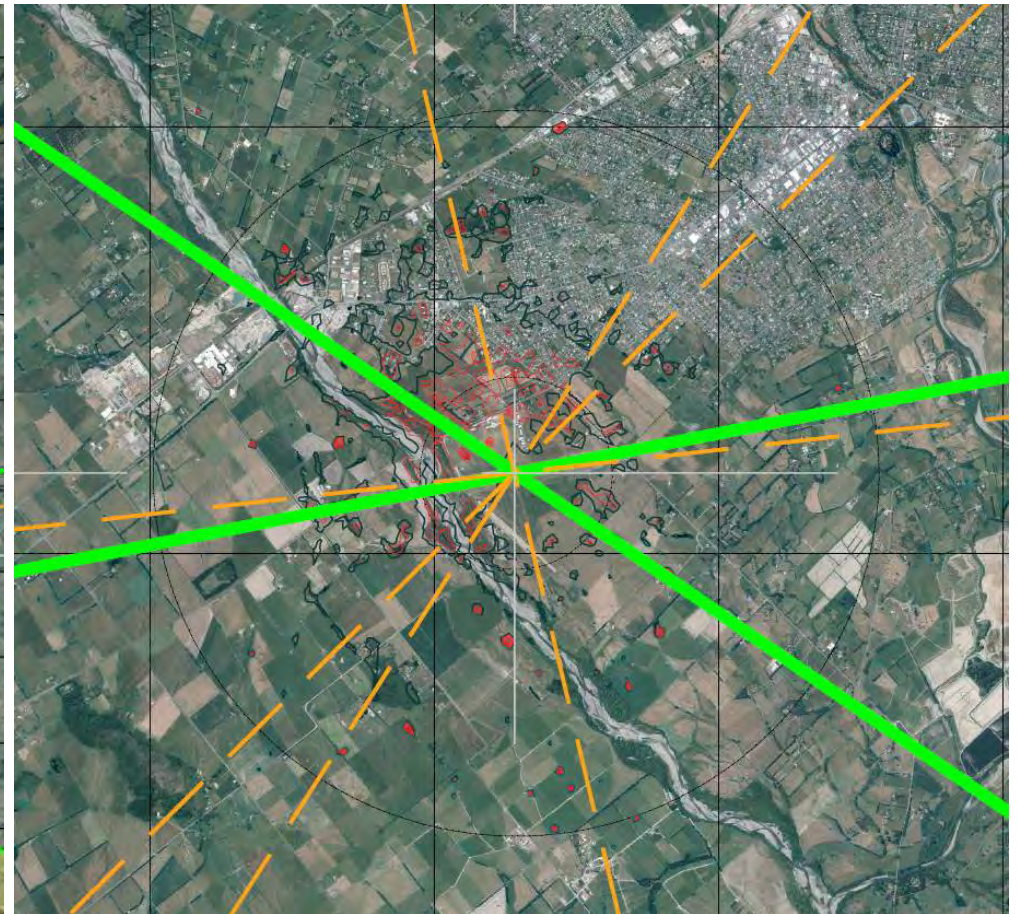
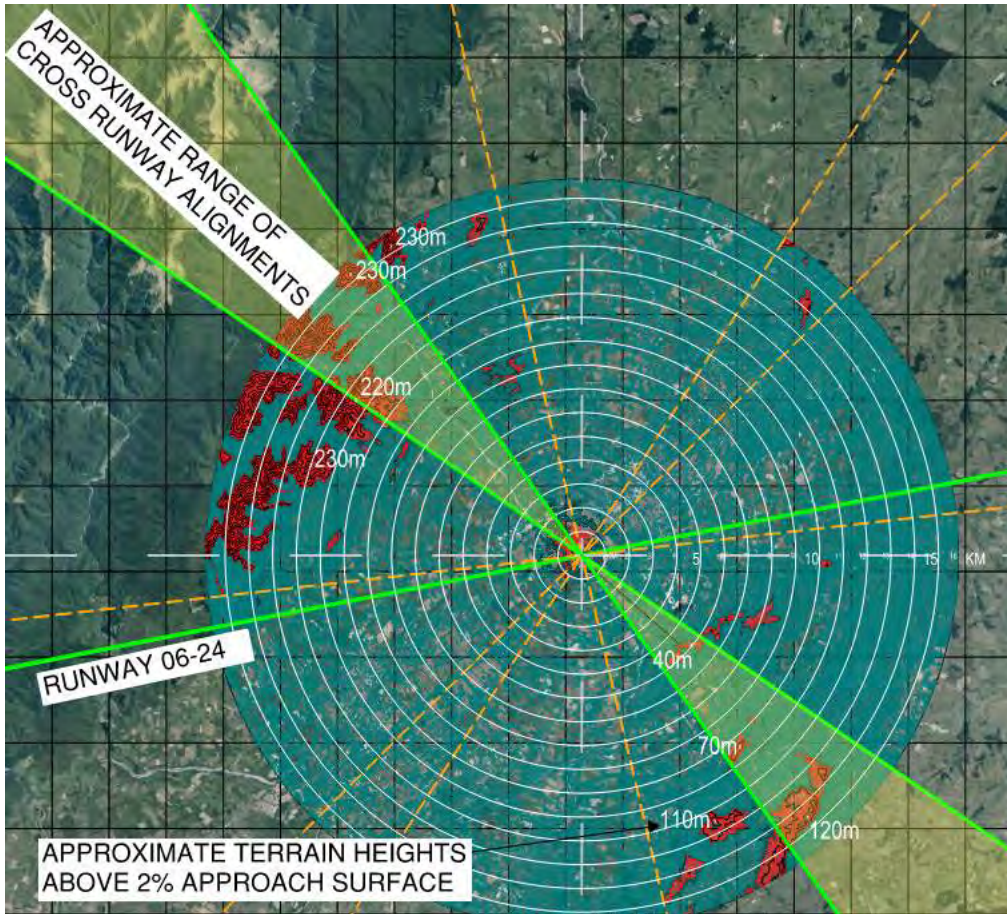
Figures 11 and 12 show an approximation of penetrations to the approach surface at a broad and localised scale, respectively. This model is based on:

- A 2.0% conical surface sloping upwards from the intersection of the existing paved and grass runways
- 2013 LiDAR topographic data

Note the green lines represent the existing runway alignments, with the paved Runway 06-24 approximately east-west, and grass Runway 10-28 approximately north-west – south-east. Dashed yellow lines divide the area into sectors considered suitable and unsuitable for standard approaches.

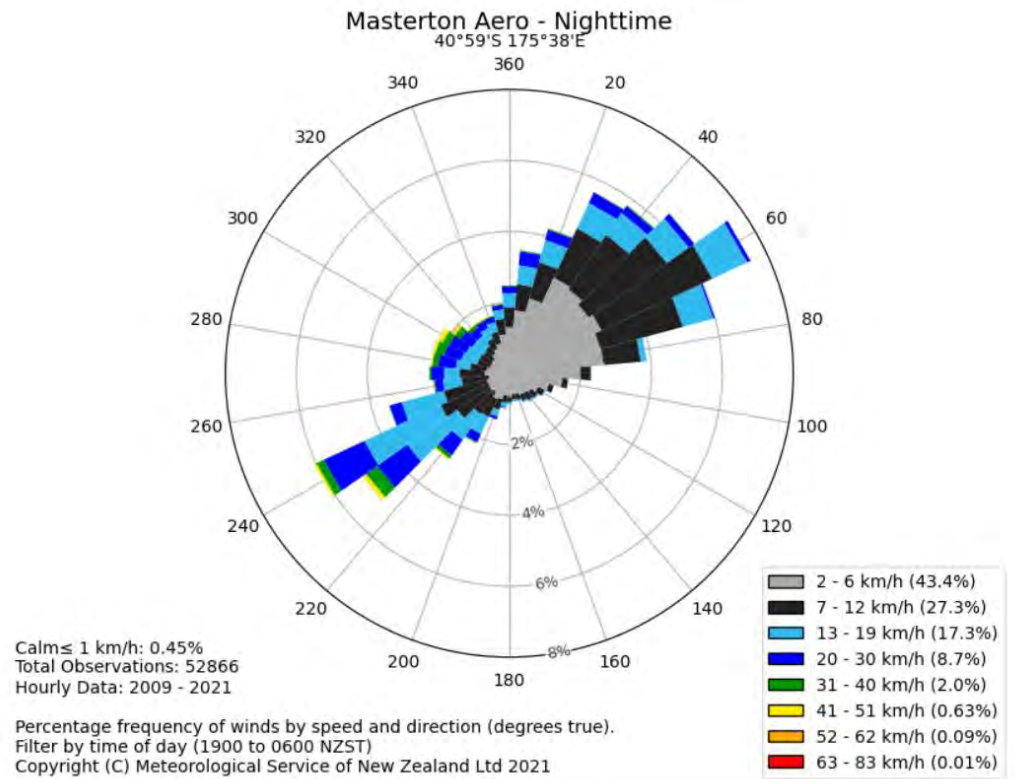
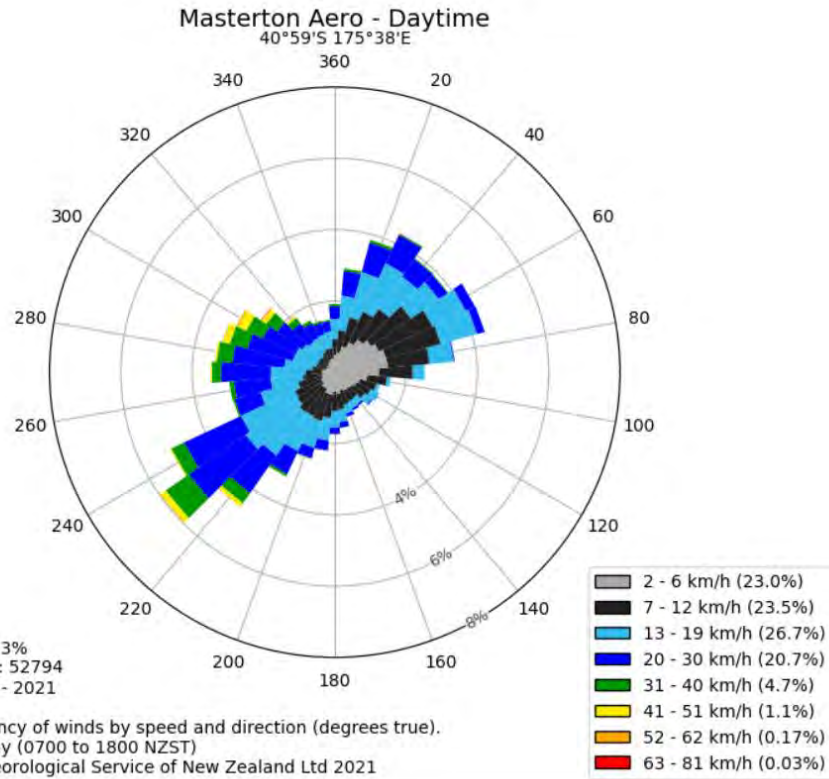
Another important factor is the usability factor, as determined by the wind distribution.

Figures 13 and 14 show wind distributions for Hood Aerodrome for the last 12 years – daytime and night-time.



Figures 11 & 12 - Potential runway approach obstacles – whole approach. Green lines indicate Hood Aerodrome's existing runways and red areas indicates terrain that would penetrate a 2.0% approach slope originating from the existing paved-grass runway intersection.

Left hand image: Masterton and surroundings out to the Tararua ranges. Right hand image: South Masterton and the area immediately surrounding Hood Aerodrome. North to the top of both images.



Figures 13 & 14 – Wind rose data for Masterton Aerodrome shown for daytime hours (left) and night-time hours (right)

Main (paved) runway alignment (runway 06-24)

Based on the terrain presented in Figure 11, the following runway alignments could be considered: east – west, north-east – south-west, or north – south. However, north-south is discounted due to the urban area immediately to the north of the airfield. An approach in this region would place restrictions on urban development as well as increase noise impacts of the airfield. It is also best practice to avoid approaches and take-offs over urban areas where possible to protect the public from aircraft crashes. Therefore, the allowable orientations for main runway orientation are between east – west and north-east – south-west.

Consideration of an alternative alignment for the main paved runway

Rather than lengthening runway 06-24, constructing a new paved runway on the 10-28 alignment for use as the primary runway was considered. Runway 06-24 would remain paved, with possible widening, to function as a crosswind runway and taxiway to the terminal apron. The main benefit of this would be to allow construction of a longer paved runway on land already owned by MDC.

This arrangement placed significant obstacles (terrain) within the straight-in approach path of runway. The most significant are hills penetrating approximately 200m above the approach surface to the north-west, within 10-15km of the runway. This adds a significant safety risk to flight operations that is not present for the existing runway alignment and would likely limit operations on runway 10-28 to daytime visual flight operations only or a non-standard instrument approach.

Non-standard instrument approaches are becoming cheaper and more reliable but may only be available on certain aircraft types. They also add complexity to the aerodrome's operation. Therefore, while possibly workable, this alternative layout is not justifiable when a suitable standard straight-in runway approach (runway 06-24) already exists.

Based on our review we have confirmed that the existing alignment of paved Runway 06-24 is the best main runway alignment for this site. The Masterplan will therefore adopt the existing main runway alignment for future development.

Grass runways (runway 10-28 and 06-24 Gr)

The existing cross-runway 10-28 is aligned in north-west – south-east direction – approximately aligned to the prevailing wind direction. Smaller aircraft that typically use grass runways are less affected by distant topography but more affected by crosswinds. Therefore, given the high number of small aircraft using Hood Aerodrome, there is benefit in protecting this runway orientation as part of the Masterplan.

The existing parallel grass runway 06-24 Gr provides an alternative landing surface to the paved runway – something that is needed particularly for 'tail-dragger' aircraft. Having this runway aligned with the paved runway makes air-space management easier and likely provides benefits during times of high-use, such as the Wings Over Wairarapa air show. It also uses limited additional space, being near the runway strip of the paved runway. Therefore, there is benefit in protecting this runway position and orientation as part of the Masterplan.

5.4 Runway length and width requirements

Main runway length

For the purpose of determining the future runway length, runway use at Hood Aerodrome is expected to include the following activities:

1. Light aircraft / General Aviation (GA) operations – including private flying, flight training, charter/scenic flights, skydiving, vintage aircraft operations and private jet operations.
2. Medical flights, using both fixed and rotary wing aircraft
3. Military flights, for both flight training operations and disaster response operations
4. Scheduled passenger flight operations using small to medium sized turboprop aircraft

Light aircraft and GA operations are not particularly demanding on runway length. The exception to this is private jet operations which would be limited to certain aircraft types due to runway length. However, while private jet operations are expected to increase at Hood Aerodrome, this is considered a benefit of runway improvements and not a governing consideration when planning runway length requirements.

Discussions with LifeFlight operators (Refer Section 4.6) confirmed that Jetstream J32 operations are restricted in some conditions due to the existing runway length. To optimise these operations, an increase in landing length to at least 1200m, though preferably 1250-1300m would be beneficial, as well as increasing take-off distances to at least 1250-1300m. It is worth noting that the J32 aircraft type is particularly demanding on landing length and this aircraft is expected to be replaced in the near future.

NZDF have indicated that the existing runway lengths at Hood Aerodrome are suitable for their operations, including any planned disaster response operations. Increases in runway lengths would provide benefit in terms of increased availability of Hood Aerodrome for training flights and increase payloads for disaster response flights, but neither of these are considered critical by NZDF.

Table 4 provides information about airfields that are currently (as of 2021) operating passenger services in New Zealand, compared against the take-off and landing lengths adopted by this Masterplan. Of note:

- Hood Aerodrome has the lowest take-off distance available (TODA) and second lowest landing distance available (LDA) of these airfields
- Masterton has a larger catchment population than four other population centres with regional passenger services. However, proximity to other airports varies between centres.
- Centres such as Timaru and Kapiti have similar access to alternative airports and not significantly higher catchment populations.

Considering these, scheduled regional airline services at Hood Aerodrome are a possibility within the next few decades, so provisions are made in the Masterplan to safeguard for these activities.

Airline services could initially be similar to Whangarei, Whanganui, Kerikeri, Timaru, Kapiti or Whakatane. This suggests a TODA of 1150-1350m and a LDA of 1050-1250m would be suitable to support regional scheduled passenger flights of this scale compared to the current TODA/LDA at Hood Aerodrome of 1000m/1120m.

In the longer-term flight operations by Air New Zealand may return and have been safeguarded for. Recent rationalisation of the Air New Zealand fleet indicates this would be in the form of ATR72 operations or a similar sized aircraft. Table 4 suggests a TODA of 1400-1500m and a LDA of 1300-1400m would be suitable to support operations of this scale. This doesn't consider improvements in aircraft performance (i.e. reduced take-off or landing lengths) or long-term RESA requirements for domestic operations, which may not be as demanding as the 240m length assumed for the Masterplan. Air New Zealand have also indicated that they have not confirmed a type that will replace the Q300 which they expected to be phased out in the next 10 years. The replacement could possibly be a new 'low-emission' type with different operating characteristics to the Q300/ATR types.

The initial application of 'low-emission' passenger aircraft will likely be on regional routes and, as of 2021, there are a number of new aircraft types under development that could be introduced to New Zealand in the next 10-20 years. Unfortunately, there is uncertainty about what runway length will be required by new 'low-emission' aircraft types. Air New Zealand have stated that generally planning around a 1500m runway for future regional operations is a prudent strategy.

Main runway width

A width increase to 30m for the main runway 06L-24R is included to meet requirements for a Code 3C runway.

Grass runway dimensions

Grass runway use is not expected to change significantly. A slight increase in length to 1000m for both runways is recommended as well as increasing the grass strip width to 70m to accommodate larger wingspan aircraft (up to 28m) such as gliders.

Table 4 – Comparison of Hood Aerodrome characteristics against other regional aerodromes (as of mid-2021)

Population Centre ¹	Take-off Distance (TODA) ²	Landing Distance (LDA)	Reference Code	Currently operating a regional passenger service	Largest Typical Servicing Aircraft (current and historic)	Approximate Catchment Population (2020) ³	Dom. airports within 2-hours' drive ⁴	Intl. airports within 3-hours' drive ⁵
Whangarei	1157m (1:62.5)	1067m	3C	Yes	Dash 8-Q300	123,500	1	1
Nelson	1408m (1:62.5)	1347m	3C	Yes	Dash 8-Q300, ATR 72	111,000	1	0
Rotorua	2022m	1843m	4C	Yes	Dash 8-Q300, ATR 72, A320	102,700	2	1
Invercargill / Southland	2220m	2030m	4C	Yes	Dash 8-Q300, ATR 72, A320	102,500	0	1
New Plymouth	1460m (1:62.5)	1310m	3C	Yes	Dash 8-Q300, ATR 72	96,000	0	0
Whanganui	1472m (1:40)	1372m	3C	Yes	SAAB 340	76,800	1	1
Kerikeri / Far North	1190m	1190m	3C	Yes	Dash 8-Q300	71,000	1	0
Timaru	1340m	1280m	3C	Yes	Dash 8-Q300	62,060	2	1
Kapiti Coast	1069m	1042m	3C	Yes	Dash 8-Q300, SAAB 340	57,000	2	1
Marlborough	1460m	1425m	3C	Yes	Dash 8-Q300, ATR 72, C-130	54,420	1	0
Gisborne	1370m	1310m	3C	Yes	Dash 8-Q300, ATR 72	50,700	0	0
Hood Aerodrome (Stage 3R)	1500m	1250m	3C	-	ATR72 or similar	-	-	-
Hood Aerodrome (Stage 2R)	1250m	1250m	3C	-	SAAB 340 / Q300 or similar	-	-	-
Hood Aerodrome (current)	1000m	1120m	2B	No	GA Light Aircraft, Jetstream 32	48,860	2	1
Whakatane	1400m	1280m	3C	Yes	SAAB 340	48,200	2	0
Taupo	1447m (1:62.5)	1386m	3C	Yes	Dash 8-Q300, Pilatus PC12	40,100	4	0
Hokitika	1293m (1:62.5)	1152m	3C	Yes	Dash 8-Q300	32,300	0	1
Whitianga (Grass Runway)	1346m (1:20)	1346m	3B	No	GA Light Aircraft	32,200	0	1
Oamaru	1283m (1:20)	1283m	3B	No	GA Light Aircraft, Jetstream 32	23,500	2	0
Westport	1280m (1:62.5)	1280m	3B	Yes	Pilatus PC12	9,610	1	0

¹ Towns/cities with a population between 15,000-60,000. Excludes population centres that are currently not served by a passenger service and are within 1-hour driving distance of a domestic airport.

² Take-off distance assumes a take-off surface slope of 1:50. Where this is not declared the TODA for the closest, flatter slope is shown. Declared distances are the shortest distance of both runway directions declared in the AIP.

³ Population estimates based on 2020 census data for district populations.

⁴ Domestic airports with Air New Zealand passenger service normally within 2-hours' driving time according to Google Maps. Includes international airports.

⁵ International airports including Auckland, Wellington, Christchurch, Queenstown.

5.5 Runway end safety areas (RESAs)

Runway end safety areas (RESAs) provide a cleared and graded area to reduce the risk of damage to an aeroplane that undershoots or overruns the runway. New Zealand civil aviation law requires RESAs to be provided on runways that are used for scheduled passenger flights using aircraft certified for greater than 30 passengers. CAA Rule Part 139 states the following:

Appendix A—Aerodrome physical characteristics

A.1 Physical characteristics for RESA

- (a) A RESA must extend—
- (1) to a distance of at least 90 metres from the end of the runway strip, and
 - (2) if practicable—
 - (i) to a distance of at least 240 metres from the end of the runway strip; or
 - (ii) to the greatest distance that is practicable between the 90 metres required in paragraph(a)(1) and the 240 metres required in paragraph (a)(2)(i).

In the case of Hood Aerodrome, given flat land exists to the east of the aerodrome, construction of a full-length RESA would likely be considered practicable and therefore 240m long RESAs for scheduled passenger flight operations are considered likely or desirable in the long-term. The intention to attract scheduled passenger flights of any form would be a consideration when determining the need for and length of RESAs in the short-medium term.

For the above reasons 240m long RESAs have been allowed for in the long-term. This also enables development of the runway with potentially shorter RESA (subject to CAA determination) in the short term.

The aeronautical study recently requested by the CAA will likely also need to address runway length safety considerations and the possible need for RESAs.

5.6 Runway strip dimensions

A 150m wide runway strip has been adopted for runway 06-24 planning. This is the CAA requirement for a Code 3C non-precision approach instrument runway. An increase of the runway strip width requirement would only be necessary if precision approach (i.e. instrument landing system) operations were used at Hood Aerodrome. This is typically only implemented at aerodromes in New Zealand with international flight operations and is therefore considered very unlikely to be a future requirement at Hood Aerodrome.

5.7 Obstacle limitation considerations

New Zealand civil aviation rules set out limitation for the height of development in the airspace above and adjacent to runways – the obstacle limitation surfaces (OLS). OLS surfaces are necessary to enable aircraft to safely manoeuvre at low altitude in the vicinity of the aerodrome and apply to both sealed and grass runways.

The critical surfaces/areas in the immediate vicinity of the aerodrome are:

- Runway strip – a clear area around the runway with no fixed objects
- Transitional side surface – this begins at the edge of the runway strip
- Approach surface – a sloped fan extending from the threshold of each runway to protect aircraft on approach to land
- Take-off surface – a sloped fan extending from the end of the take-off runway (TODA) to protect aircraft on their take-off climb

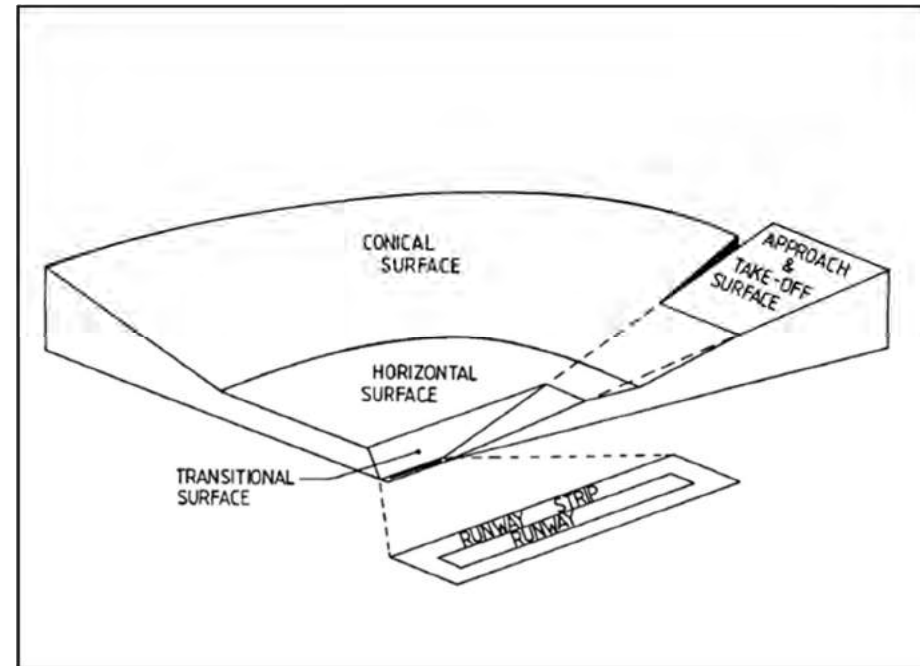


Figure 15 - Figure 4.1 from CAA AC139-6

The requirements for these surfaces at Hood Aerodrome are defined in Table 5

Table 5 - OLS requirements for the Hood Aerodrome runways for the most critical runway operation

Runway	Operating Code	Transitional Side Surface Slope	Approach Surface Slope	Take-off Surface Slope
06L-24R	3C non-precision instrument	1:7	1:40	1:50
06R-24L	2B visual only (up to 28m wingspan)	1:5	1:20	1:20
Grass cross runway	2B visual only (up to 28m wingspan)	1:5	1:20	1:20

Figure 16 shows an approximation of the transitional side surfaces and approach surfaces for the runway. Actual height restrictions will vary depending on the relative ground levels at the runway and development area. However, review of existing contours shows these approximated height contours have an accuracy of approximately +/-1m. The OLS should be defined accurately using survey prior to design of airfield developments.

Note that the approach surfaces for runway 06L-24R on Figure 16 are shown at a 1:50 grade to approximate the more critical take-off surface gradient. The fan divergence of the approach surface is more critical.

Beyond the airfield extents the runway 06L-24R OLS (and declared distances) are constrained by obstacles in the zone of the take-off surface. These being:

- Power pylons approximately 1.5km from the 06L threshold
- The realigned Manaia Road

Detailed survey of both constraints is required prior to design of runway upgrades.

The proposed realignment of Manaia Road is dependent on design levels of the realigned road and runway extension providing sufficient clearance from the OLS. The critical surface is the Runway 06L take-off fan at 2% which needs to achieve a minimum of 4.5m clearance to the road. An initial review of expected levels indicates this is achievable. However, moving the take-off runway to the west by using a starter extension prior to the 06 threshold could also be considered during design development if necessary.

5.8 Future runway system

The following runway changes are recommended for Hood Aerodrome to meet the expected airfield use requirements over the next 20 + years. For the main runway (06L-24R) these are proposed in three stages which can be implemented as demand arises (refer Section 7).

The ultimate runway system arrangement, including runway strip and OLS height contours is shown on Figure 16.

Runway 06L-24R characteristics – Stage 1

Runway	Code	Width	TORA	TODA	ASDA	LDA	RESA
06L	3C Instrument (non-precision)	30m	1100m	1100m	1205m	1205m	None
24R			1000m	1000m	1250m	1120m	

Runway 06L-24R characteristics – Stage 1

Runway	Code	Width	TORA	TODA	ASDA	LDA	RESA
06L	3C Instrument (non-precision)	30m	1250m	1250m	1250m	1250m	240m both ends
24R			1250m	1250m	1250m	1250m	

Runway 06L-24R characteristics – Stage 1

Runway	Code	Width	TORA	TODA	ASDA	LDA	RESA
06L	3C Instrument (non-precision)	30m	1500m	1500m	1500m	1250m	240m both ends
24R			1500m	1500m	1500m	1250m	

Grass runway characteristics – all stages

Grass runway	Length	Code	Allowable wingspan	Strip length	Strip width
06-24	1000m	2 Non-instrument	28m	1060m	70m
10-28	1000m	2 Non-instrument	28m	1060m	70m



Figure 16 – Proposed runway system including Indicative development height restriction contours due to runway obstacle limitation surfaces.

6 Airfield development plan

6.1 Overview and summary

Table 6 summarises the expected activities on the airfield in the short to medium-term and long-term.

Activities are categorized as High, Medium, or Low over each of the time horizons, which refers to a combination of the likelihood and priority of the activity. This categorisation is based on discussions with MDC and their stakeholders and high-level analysis and forecasting, which is discussed in the following sections of this report.

Future initiation of new activities and associated infrastructure development will be a function of demand, land availability, funding, and other factors.

6.2 Considerations for expansion outside the existing airfield boundary

The aerodrome planning process determined that the area within the existing boundaries was unlikely to provide sufficient space to meet the development needs of the aerodrome. Therefore, expansion of the airfield is included in the Masterplan.

Development to the east of the existing alignment of Manaia Road was identified as the preferred option. This considers:

- The airfield is constrained to the west by the Waingawa River. This makes general land development not possible. Extension of the runway across the river may be technically possible and would likely require excavations and/or piling within the riverbed. However, the cost of this would be prohibitive for a small aerodrome like Hood. Construction within the riverbed also carries environmental risks including those relating to changes to the flow of the river, sediment management, and effects on local plants and wildlife, among others, which also make it unattractive for sustainability reasons.
- Development to the south is restricted by the high energy safety area for the Wings Over Wairarapa air-show. Draft Layout 2 investigated how the air show could be reconfigured to enable development of land south of the runway. However, this was strongly opposed by stakeholders and the public, primarily due to concerns about the impact of development on the southern side of the runway on aircraft operations and safety – the option was therefore discounted.
- Development to the north would be possible and some private land areas north of the airfield are considered for aerodrome development. However, this does not enable lengthening of the existing runway 06-24.
- Re-orientation of the main runway to utilise land in a more north-south direction has been considered but is not considered feasible – refer to Section 5.3.
- Providing a cut-and-cover tunnel for Manaia Road to allow future aerodrome development to the east has been considered. This tunnel would need to be at least 150m long plus ramps back to original grade. Based on similar scale tunnel projects in the Wellington Region, costs for such a tunnel are expected to be in the order of tens of millions of dollars. This is not considered a financially viable option.

Table 6 - Hood Aerodrome activity forecast for short to medium- and long-term planning horizons

Activity Type	Activity / Infrastructure	Likelihood/Priority Short to medium-term	Likelihood/Priority Long-term
Hangar development (incl. private, commercial and hangar home lots)	0-10 new lots	High	High
	10-20 new lots	Medium	High
	20-30 new lots	Low	High
	30-40 new lots	Low	Medium
Other airfield building or land development	Enhanced public viewing area	High	Medium
	Aviation centre / museum	Medium	High
	Wings Over Wairarapa viewing area	High	Medium
	Aviation related industrial/commercial development	Medium	Medium
	Flight school	Low	Medium
Airfield facilities	Increase terminal/carparking capacity	Low	Medium
	Freight processing facility	Low	Medium
	Parallel paved taxiway (part runway length)	Low	High
	Parallel paved taxiway (full runway length)	Low	Medium
Paved apron aircraft parking	>1 bay (Code B or C)	High	High
	3+ bays (Code B or C)	Low	Medium
	5+ bays (Code B or C)	Low	Low
Scheduled passenger flight operations	Aircraft <20 seat capacity	Medium	High
	Aircraft 20-50 seat capacity	Medium	High
	Aircraft 50+ seat capacity	Low	Medium
	Electric aircraft	Low	High
Fuel	Jet A1 refuelling (paved/grass access)	High	High
	AvGas refuelling (grass access only)	High	High
	MoGas refuelling (grass access only)	Medium	Low
	Electric aircraft charging facility	Low	High

6.3 Hangar development

Private hangars are a prominent feature of Hood Aerodrome and there is expected to be an ongoing demand for these facilities as the aerodrome develops. These hangars support operations by a mix of small-scale businesses and private pilots.

As of 2008 there were 20 individual hangars at Hood Aerodrome, which increased to 27 by 2021. As of July 2021, there is interest in the development of approximately 9 more hangars on the airfield, when space is made available. Once space is made available for hangar development, some, if not all of this demand for new hangars could be realised within 5 years.

Forecasting growth over 20 years at a similar rate to the last decade, a total of 45-50 hangars on the airfield could be expected by 2041. This estimate is crude and the actual number of hangars could be expected to be significantly higher or lower than this due to a range of factors, including population growth of the Wairarapa, availability of land for hangars on the airfield, and the level of marketing and promotion of Hood Aerodrome as a general aviation 'hub'. Demand could also significantly increase because of the continued uncertainty on the future of existing GA operations at other aerodromes in the Wellington region. Assuming conditions are right, review of hangar development growth at other New Zealand airports suggests this level of development over a 20-year period is not unreasonable, though probably optimistic.

This Masterplan therefore aims to protect space for hangar developments in a way that:

1. Allows immediate development of new hangars on land already owned by MDC (either by MDC or through the lease of land to private businesses/individuals)
2. Identifies development areas for approximately 30 new hangar sites (based on a 25m x 25m hangar size)
3. Locates new hangar areas such that they do not restrict further development of the airfield beyond what is shown by the Masterplan

6.4 Building and land development

The master planning process identified several specific land uses requiring protection on the airfield.

Wings Over Wairarapa areas

The Wings Over Wairarapa air show (Wings) places some specific constraints on development of the aerodrome. With reference to Section 4.4, these include:

- An on-airfield viewing area for spectators of 12+ Ha
- Parking areas (including overnight camping)
- Limits on development on the southern side of runway 06-24 due to the high energy safety area

These constraints have been incorporated into the Masterplan as follows:

- A clear grass area is provided to the north of runway 06-24 and north-east of the relocated cross grass runway for spectators
- No development is proposed for areas south of runway 06-24 due to the high energy safety zone
- Parking areas would need to be located off the airfield

Should Wings be discontinued in the future, the need to limit development in these areas should be reconsidered and changes could be incorporated into future Masterplan updates.

Public viewing areas and attractions

With a focus on developing Hood Aerodrome as a vintage aviation hub and the possibility of museum style attractions, space has been allocated for a public viewing and attractions area. In this short term this space could be used as an open-air display area and/or park with toilet facilities and provision for small scale food and beverage services (e.g. coffee carts). In the longer-term space has been safeguarded for the development of a museum or similar building.

Placing this attractions area centrally on the airfield allows clear views of the runways for visitors to view flight displays and makes the attractions area a focal point for the aerodrome. The attractions area is also expected to be central to the Wings Over Wairarapa air show. Therefore, locating it near the Wings viewing area (at the western end of runway 06-24) enables the free movement of spectators between the attractions and viewing area.

If additional land is acquired for aerodrome development, locating the attractions area on the northern side of the existing Manaia Road could be considered, though this is considered less preferable as it does not provide the above benefits.

The area allocated for attractions, including all buildings and carparking, is 2.2Ha.

Aviation related commercial/industrial development and freight

There is demand for aviation related light industrial development on the airfield, and there are potential economic benefits to Hood Aerodrome being marketed for similar developments as the airfield community grows. Space has been identified in the short and long term for these developments. This has been located near the apron and passenger terminal in order to group commercial activities together away from private hangar areas, as well as allowing easy apron access for these businesses.

Development of the area adjacent to the apron (east of the existing passenger terminal) would also be a suitable location for small-scale freight handling and any specific facilities needed for this.

Aeroclub and commercial flight school

The existing aeroclub is expected to grow as use of the airfield increases. This could also be influenced by pressure on GA operations at other airfields in the Wellington region. The current location of the club works well and therefore space for some expansion of this area has been safeguarded.

There are no plans for a commercial flight school at Hood Aerodrome. However, with relatively unconstrained air space and a focus on general aviation activities, a flight school would be a good fit for Hood. Attracting a commercial flight school operation would also have obvious economic benefits for Masterton. Space for a school has therefore been considered.

Aerodrome access and carparking

Access road locations have been identified on the Masterplan. Carparking has not been specifically identified and will be considered as specific areas are developed.

6.5 Airfield facilities

Passenger terminal, apron and carparking

The existing paved apron and taxiway was designed to meet the immediate operational requirements of the aerodrome to facilitate Air New Zealand Beech 1900D (Code B) operations in as compact an area as possible. Furthermore, the geometry and pavement construction allowed for a relatively simple expansion projects to be undertaken to provide either a second Beech 1900D stand or alternatively a Dash 8-Q300 (Code C) stand.

The existing terminal was designed for this small regional aircraft passenger operations and does not have facilities for security or baggage scanning. Carparking is limited to 20 spaces. These facilities are therefore only suitable for limited <20 seat passenger flight operation. Space for a larger scale passenger service has therefore been protected in the longer term. This includes a larger terminal building and carparking, additional apron space, and support facilities for scheduled passenger flight operations such as air traffic control and airside rescue fire which may be co-located with future terminal development.

Given Air New Zealand's current regional fleet development plans it is prudent that longer-term development projects a terminal precinct for flight operations up to and including ATR72 type operations. Gisborne and Marlborough airports operate regular Air New Zealand passenger services using Q300 and ATR72 aircraft for areas with a similar population base as Masterton and are therefore a reasonable benchmark for terminal development. Table 7 compares these airfields to the Hood Aerodrome Masterplan.

Apron expansion is proposed in the short term to meet existing demand for paved aircraft parking for non-scheduled flight operations. Stakeholder engagement indicates at least two Code B parking positions would be beneficial to allow flexibility in apron use and overnight parking.



Table 7 - Comparison of safeguarded Hood Aerodrome terminal precinct with other regional airfields

Airfield	Terminal building area (incl. ARFF / ATC)	Carparking area	Number of aircraft stands (Code B + C turboprop)
Gisborne	1,500m ²	5,000m ²	1 + 3
Marlborough	1,800m ²	12,000m ²	3 + 3
Hood Aerodrome (Stage 1A)	As per existing	As per existing	1 + 1
Hood Aerodrome (Stage 2A)	1,800m ²	5,000m ²	1 + 2

Table 7 does not consider further expansion of the terminal precinct and apron outside of the existing airfield boundary as shown in Stage 3 of the Masterplan.

Taxiways

In addition to the existing paved taxiway access to the apron, a paved parallel taxiway is safeguarded for the central section of the runway. Benefits of a paved parallel taxiway include:

- Access to airfield areas (such as the apron) for aircraft that cannot use grass taxiways (typically larger or jet aircraft)
- Reducing the amount of time spent taxiing on the runway by aircraft that cannot use grass taxiways, which increases runway capacity

Development opportunities that may drive the requirement for a paved parallel taxiway include an increase in the frequency of private jet or Code C turboprop operations, and/or the introduction of flight school operations. A partial length paved taxiway is expected to be sufficient for increased runway use as a result of these activities.

To safeguard for the long-term development of the aerodrome, a Code C taxiway strip is protected to access each runway end and could be paved in future if required. It is unlikely that the frequency of runway use at Hood Aerodrome over the next 10-20 years would justify the cost of a full length paved parallel taxiway. Therefore, turning heads are proposed at each end of the paved runway.

Design of the proposed apron expansion in the short term needs to consider aircraft access and circulation. A short, paved taxiway loop may be beneficial and should therefore be considered as part of the apron development.

Grass taxiway strips are protected for access to runways and hangar areas as indicated on the Masterplan layouts. The width of these varies between Code C (runway access and through-routes) and Code B (hangar access only).

6.6 Passenger flight operations

Passenger flight operations have significant implications for the certification of the aerodrome under CAR Part 139 and the level of infrastructure required at Hood Aerodrome. The following summarises consideration that has been undertaken as part of the master planning process to support the need to safeguard for passenger flight operations.

Information provided to MDC by airlines as part of the ongoing request for proposal for an airline service process suggests that economic viability of flights from Masterton using small aircraft (<20 seats) is low due to high operating costs per seat. The commercial viability of passenger services improves with the size/passenger capacity of aircraft which implies that a scheduled passenger airline operation is less likely until the population and aerodrome infrastructure exists to support operations by larger regional aircraft types.

With reference to Table 4 (Section 5.4), while Gisborne and Marlborough are comparatively isolated regions, Kapiti and Timaru can be considered to have similar characteristics to Masterton in that they are within 2-hours driving distance of an international airport. While this doesn't consider all factors, it suggests Hood Aerodrome may become more attractive for a passenger airline operation once the population of the region is around 60,000. Growth of Masterton in recent years has been around 2% per year and recent trends have shown more New Zealanders moving to regional centres from cities. Providing a regular air link makes Masterton a more attractive location for others looking to follow this trend.

As noted previously, Air New Zealand operated a Beech 1900 service to Auckland for a short period in 2013/14 which was withdrawn, as stated by Air New Zealand, due to a lack of demand. Notwithstanding the current challenges to establishing a commercially viable scheduled passenger operation to Masterton, improved infrastructure will help to reduce the commercial challenges to attracting a passenger operation. However, any decisions relating to the timing of infrastructure development for scheduled passenger flight operations requires more detailed analysis.

6.7 Fuel

The existing Fuel facilities at Hood Aerodrome are located near the Vintage Aviator / Aero Club hangars. These facilities provide Avgas and Jet A1. Unleaded petrol ('mogas') is also used for some vintage aircraft operations. The ground around the existing refuelling facility is unsealed and prone to creating dust.

The Masterplan allocates space for new fuel infrastructure at the western end of the extended sealed apron. This facility would provide Avgas and Jet A1 and be designed to allow sealed and grass access to refuelling.

The existing fuel facility could remain in the short term to provide a fuel supply closer to general aviation activities. This would require some upgrade work including sealing.

Anecdotally mogas is stored in private hangars and aerodrome management should consider providing a centralised storage facility to reduce risks associated with this practice.

The Masterplan has considered electric aircraft, which could start operating in New Zealand as early as 2026. Charging equipment for electric aircraft is anticipated to be 'on stand' and therefore specific electric 'refuelling' areas are not considered necessary. Electric infrastructure design for the apron should consider the requirements of aircraft charging stations.

6.8 General Aviation (GA) areas

GA operations on the airfield include:

- Fixed wing aircraft– including gliders and vintage aircraft
- Rotary aircraft
- Model aircraft flying
- Skydiving
- Hot air balloon flights

Operating areas for these activities remain relatively unchanged with the Masterplan, except for the relocation of grass runway 10-28. Relocation of the grass runway provides the opportunity to avoid taxiing over paved surfaces in the short term which is a consideration for some 'tail dragger' aircraft. This would require the demolition of existing runway pavement following runway lengthening.

Increased activity at the aerodrome and potential certification (and/or the return of scheduled passenger flights) is a concern for some GA operators. Management procedures developed in the event of certification will need to consider how conflicts between GA and scheduled flight operations are managed.

6.9 Manaia Road realignment

Manaia Road will need to be realigned to allow lengthening of runway 06-24. To reduce the extent of realignment required by allowing tighter turn radii a reduction in the road speed limit to 50km/h has been assumed for the Masterplan. This is also supported by public feedback, which indicated a lower speed limit was preferable.

An indicative road realignment is shown. It is anticipated that adjustments to this alignment will be made to suit agreements with existing landowners. However, the proposed alignment should not be brought closer to the runway due to runway strip and obstacle limitation requirements.

In the long-term development of the airfield may require additional road intersections with Manaia Road.

6.10 Waterways and drainage

There are several existing waterways in areas proposed for aerodrome development – refer Figure 17. Development projects should consider requirements for the protection and diversion of these. It is anticipated that building developments progressed around existing waterways will provide opportunities to adopt these as a natural feature of the development. However, some situations, such as the extension of the runway, will either require significant diversions or culverting of waterways.

An existing open drainage channel will need to be infilled to allow relocation of the grass runway. This ditch provides a drainage outlet for runway runoff. Further investigation is needed prior to infilling to determine the requirements for replacement or diversion of this channel.

The aerodrome site generally falls from north-west to south-east. Larger stormwater management infrastructure, such as open ponds, if required, should therefore be placed south of the paved runway to reduce loss of developable land.

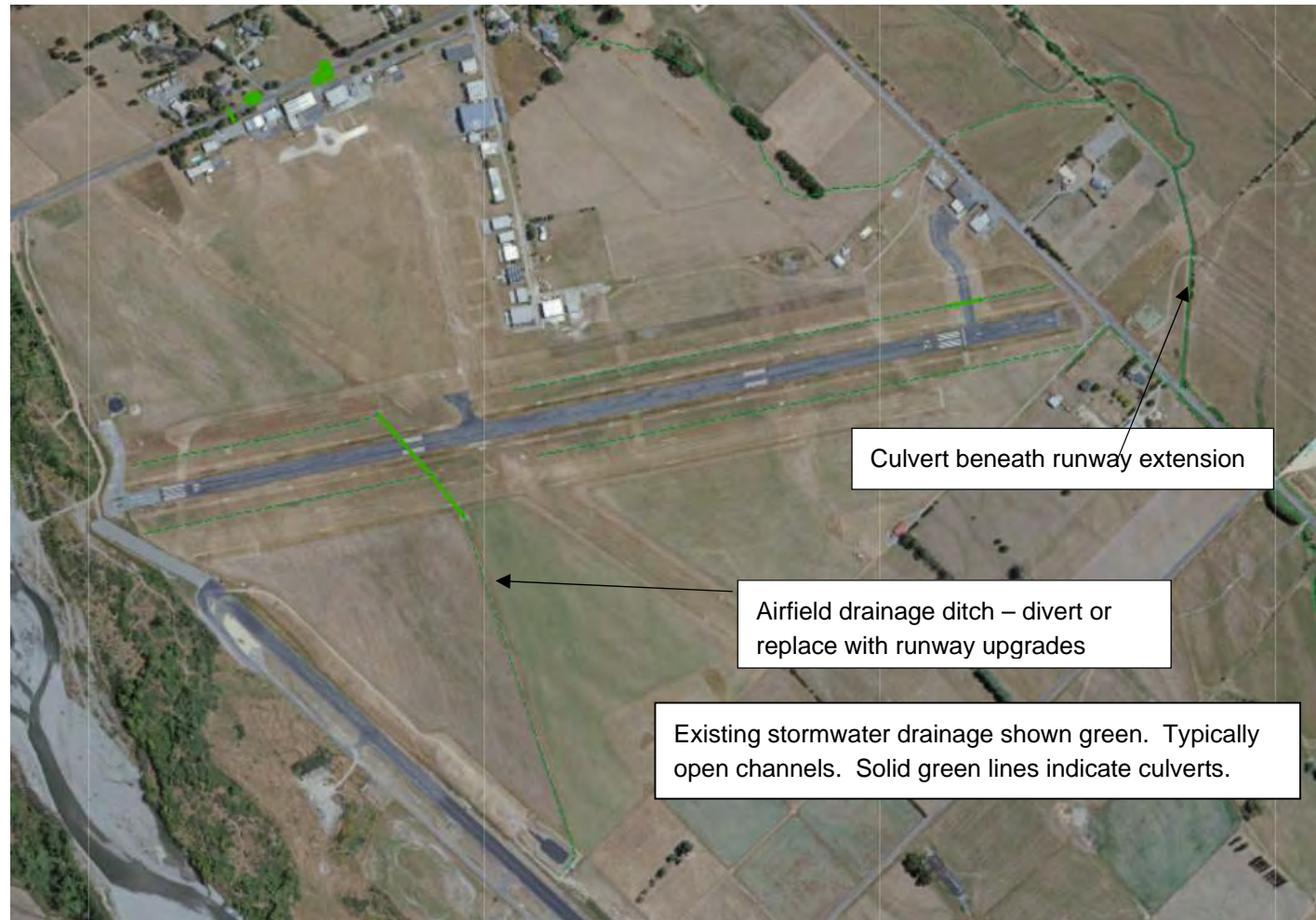


Figure 17 - Existing drainage channels and waterways on the aerodrome

6.11 Airport Rescue Fire Facility (ARFF) and emergency services

If required by the commencement of regular passenger operations and certification, space is available adjacent to the apron (within the proposed terminal development area) for an ARFF facility. In the short-term, emergency response, including transfers to medical flights and firefighting, would be via the airside access gate near the terminal building. As the terminal precinct is developed this access gate should be co-located with landside access to the refuelling area at the western end of the apron.

6.12 Airfield ground lighting (AGL)

The existing airfield lighting consists of:

- Low Intensity Runway Edge Lighting (Runway 06-24) at 45m width and 90m spacing
- APAPI for each runway 06-24 approach
- Wind direction indicator (WDI)
- Taxiway edge lighting
- Runway and APAPI approach lighting are can be remotely activated by a PAL (Pilot Activated Lighting) system which runs for 25-minute cycles
- The existing runway lighting system is supplied by direct buried cables with 300mm depth of cover.
- Apron lighting is a single apron floodlight pole which is activated by a daylight switch.

Upgrades to the runway lighting, including reducing edge light spacing and aligning edge lights with the pavement edge would be required for certificated operations. Lighting upgrades should be included with runway improvements as the airfield is developed in line with the Masterplan.

6.13 Navigational aids and meteorological facilities

No new navigational aids or meteorological facilities are proposed as part of the Masterplan. It has been confirmed that no additional works to the aerodrome are required to support the future implementation of the national SBAS (Satellite-Based Augmentation System) system. Existing facilities are considered suitable for the expected future operational requirements. Upgrade of equipment in their existing locations may be required.

6.14 Air traffic control (ATC)

Air traffic control would be required for certificated operations – i.e. scheduled passenger flight operations with 30+ seat aircraft. Airways Corporation New Zealand (Airways) have not been consulted for this Masterplan. However, it is anticipated that this would be done in parallel to discussions with the CAA if and when certification is sought.

If required, an ATC tower could be built as part of the terminal precinct in the space allocated for the future terminal building. By the time that this is necessary technology for remote ATC will be more developed and should be explored in place of a physical control tower.

6.15 Security

Certification can be provided based on being 'security designated' or 'non-security designated'. The latter typically applies to smaller aerodromes operating domestic turbo-prop flights only, which would likely apply to Hood Aerodrome if the aerodrome were to be certificated. Requirements for 'non-security designated' aerodromes are limited to management controls and apron lighting requirements.

The trend worldwide is for increasing security requirements, so, where practical, 'security designated' aerodrome requirements should be considered, such as security fencing around airside areas.

Any terminal development should also consider requirements for passenger screening which is considered likely to be introduced in New Zealand in the next few years. Most likely this would be well established in New Zealand by the time Hood Aerodrome is considering certificated passenger flight operations.

6.16 Noise

Beca has engaged Marshall Day Acoustics (MDA) to consider the impact of the Masterplan development on aircraft noise management. Some of the changes may impact on the Aerodrome's ability to comply with the noise conditions set out in its designation. The complete Marshall Day report is attached in Appendix C.

Hood Aerodrome Noise Management and District Plan Provisions

Activities at Hood Aerodrome are subject to noise controls under the Combined Wairarapa District Plan and Designation DM012. The designation conditions relating to aircraft noise management are provided in Appendix B. Aircraft noise control boundaries for Hood Aerodrome are shown in District Plan Maps 14, 39, 50, 51 and 52. The provisions are based on the recommendations of New Zealand Standard NZS 6805:1992 '*Airport Noise Management and Land Use Planning*' which have been adapted to suit the Hood Aerodrome situation. Figure 18 shows the Outer and Inner Air Noise Boundaries.

In summary, noise from aircraft operations (take-offs, landings, taxiing, helicopter training) averaged over a year, and over the busiest 3 months of the year, is required to comply with limits of 50 dB L_{dn} at the Outer Air Noise Boundary and 60 dB L_{dn} at the Inner Air Noise Boundary shown on the planning maps.

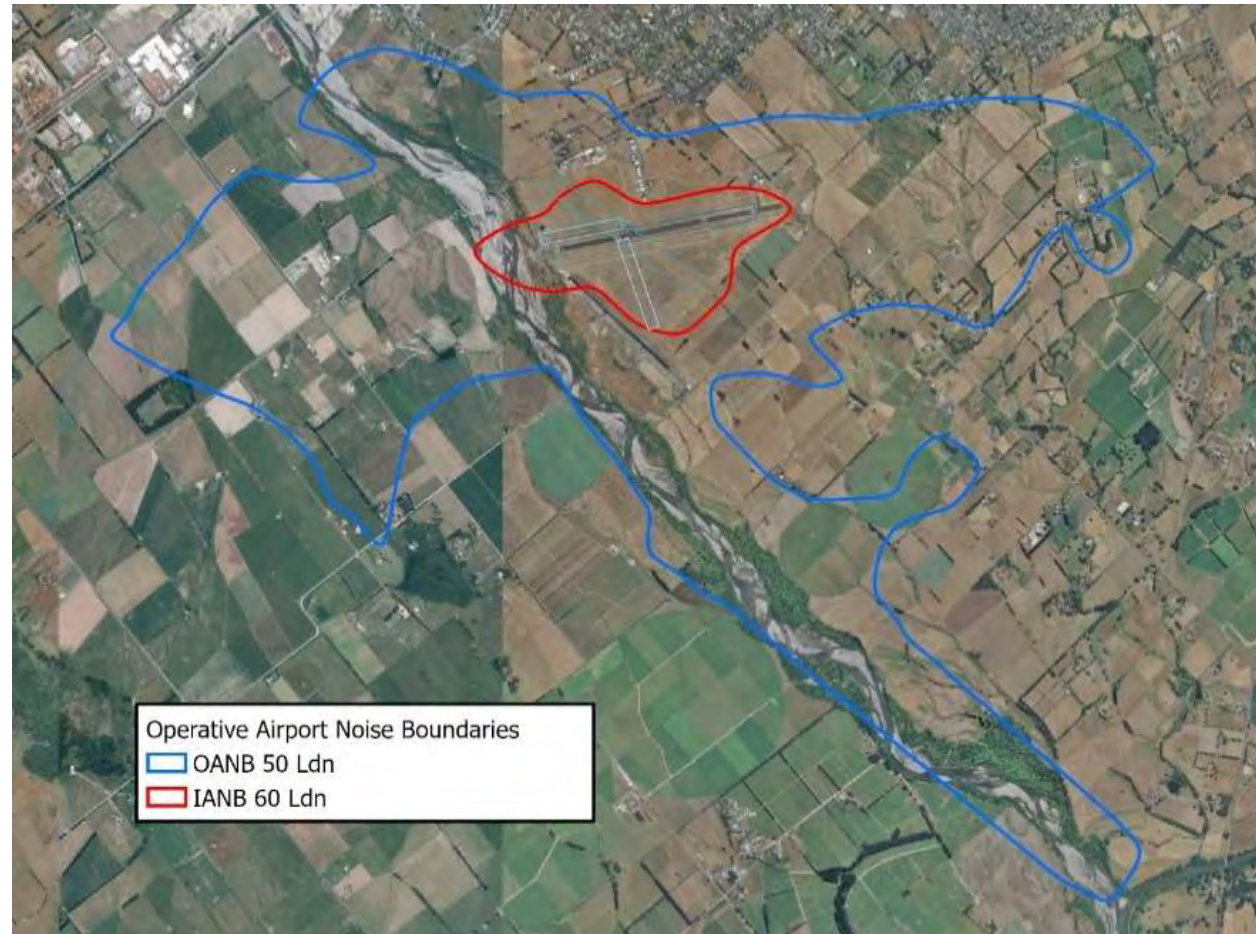


Figure 18 - Hood Aerodrome noise boundaries

Recommended Triggers for Review of Aircraft Noise Control Boundaries

As of 2021 aircraft operations noise exceeds the IANB in localised areas within the aerodrome property. The impact of this outside the aerodrome is insignificant immediate action is not necessary. However, the extent of the exceedance should continue to be monitored using up to date modelling methods. Annual compliance contours for FY21 are calculated to establish current noise levels are recommended.

The Stage 1 runway and airfield developments are not expected to change the current compliance situation for the IANB but could introduce a minor exceedance of the OANB over non-noise sensitive land. Annual compliance contours for FY21 could be used to assess the likely extent of this exceedance in the short term.

To enable the Masterplan, the District Plan noise boundaries will need to be revised. In the short term, it may be reasonable to rely on the operative noise boundaries until there is sufficient certainty around the future changes to prepare revised boundaries. However, we note that aircraft operations noise already exceeds the limits and therefore relying on the operative boundaries should only be a temporary measure.

If it is not practicable to revise the noise boundaries prior to implementing Stage 1 changes, then it may be acceptable to rely on the operative noise boundaries in the short term. However, there is a risk of exceeding the OANB which could result in the aerodrome needing to curtail operations to comply, particularly if complaints arise. Any extended non-compliance may also negatively affect the aerodrome's application to extend the noise boundaries in the future.

Noise boundaries should be revised as soon as practicable. The revision should allow for further anticipated changes (i.e. Stages 2 and 3) and at least a 20 year forecast for aircraft operations.

7 Staging and implementation plan

Staging has been used to illustrate how development of the activities/infrastructure shown in the Masterplan may occur. Staging is intended to show a logical sequence for the development of the aerodrome based on stakeholder requirements and the analysis described in this report.

Stages and their components are considered flexible but have been prepared with consideration of the activity forecast (refer Table 6, Section 6.2) as follows:

- Stage 1 aims to enable development of the **High** and some **Medium** priority activities that are expected in the short to medium-term.
- Stage 2 aims to enable development of short to medium-term activities, plus accommodate some **Medium** and **High** priority activities that are expected in the long-term.
- Stage 3 aims to enable development of all activities expected in the long-term and safeguard for subsequent future development.

Stages are split into Runway (1R-3R) and Airfield (1A-3A). Runway and Airfield stages could proceed at different rates depending on the actual demand for different activities. For example, a Stage 2A Airfield could exist with a Stage 3R Runway.

Tables 8 and 9 describe the features and benefits of each stage

Stages are not fixed to specific timeframes and will be developed as demand and funding becomes available. 'Triggers' for the development of each stage are included in these tables to provide context about when development should be considered.

'Development Requirements' in the right hand column of the tables describe physical works that would need to be funded and constructed under each stage.

7.1 Runway 06-24 staging

Table 8 - Runway staging benefits, triggers, and development requirements

Stage	Features/Benefits	Triggers	Development Requirements
1R	<ul style="list-style-type: none"> Increased useability of runway in cross wind conditions for Code C aircraft All take-off / landing distances remain as per the existing (2021) arrangement No RESA 	<ul style="list-style-type: none"> Need for improved usability and safety of the runway in cross wind conditions (particularly Code C aircraft) 	<ul style="list-style-type: none"> Widening of runway to 30m
2R	<ul style="list-style-type: none"> Take-off distance increased to 1250m in both directions Landing distance increased to 1250m in both directions 240m RESAs 	<ul style="list-style-type: none"> Need for improved load capacity for some flight operations Demand for scheduled passenger flight operations of approx. 20-50* seats Need for RESAs (to improve runway safety or otherwise) and provide better safety margins for Lifeflight or other aircraft 	<ul style="list-style-type: none"> Relocation of Manaia Road (incl. land acquisition for road corridor) 250m long runway pavement extension and ground reshaping for RESA, and associated land acquisition
3R	<ul style="list-style-type: none"> Increase take-off distance in both directions to 1500m Landing distance increased to 1250m in both directions 240m RESAs 	<ul style="list-style-type: none"> Demand for scheduled passenger flight operations of 50+ seats (such as ATR72 or similar future regional type) 	<ul style="list-style-type: none"> Additional 250m long runway pavement extension (starter extension)

* Under CAR 139 an aerodrome must be certificated for regular transport operations by aircraft with a certificated capacity > 30 passengers

7.2 Airfield staging

Table 9 - Airfield staging benefits, triggers, and development requirements

Stage	Features/Benefits	Triggers	Development Requirements
1A	<ul style="list-style-type: none"> • Additional on-airfield hangar space • Additional on-airfield aviation-related commercial development area • Conversion/densification of the existing commercial hangar area • Increase paved apron area • A low-cost public gathering/viewing area 	<ul style="list-style-type: none"> • Demand for >1 paved aircraft parking bay • Need for a public viewing space • Demand for new hangar space • Demand for new a new aviation-related commercial activity area 	<ul style="list-style-type: none"> • On-airfield improvements – apron expansion, internal roads, land-use improvements • Remediation of in-field drainage ditch and relocation of grass Cross-Runway 10-28 • Underground services improvements
2A	<ul style="list-style-type: none"> • An aviation attraction display facility • Development of private land to the north-east of the airfield (for private hangars or aviation-related commercial development) 	<ul style="list-style-type: none"> • Demand for a museum facility • Demand for new hangar space / aviation-related commercial development space • Possible closure of Kapiti Aerodrome 	<ul style="list-style-type: none"> • Funding and construction of a museum type facility • Land purchase or agreement for private development of land north-east of the airfield • Realignment of Manaia Road • Underground services improvements
3A	<ul style="list-style-type: none"> • New passenger terminal and carparking • Additional paved apron area • Protecting development of private land to the north and north-east of the airfield (for hangars or other commercial development) 	<ul style="list-style-type: none"> • Demand for >3 paved aircraft parking bays • Scheduled passenger flight operations requiring larger terminal space • Demand for new hangar space / commercial development space 	<ul style="list-style-type: none"> • Funding and construction of a new terminal, apron and carparking • Land purchase or agreement for private development of land north-east of the airfield • Underground services improvements

Appendix A – Staged aerodrome layout plans



Figure 19 - Masterplan layout Stage 1



Figure 20 - Masterplan layout Stage 2



Figure 21 - Masterplan layout Stage 3

Appendix B – Public engagement summary

Airfield draft layout options

Draft Layout 1

Features:

- Keeps Manaia Road open without changes to vehicle routes through residential areas.
- Uses the minimum land required to divert Manaia Rd around the proposed runway layout.
- Assumes future airfield development only occurs between the proposed Manaia Rd and the runway, due to runway access requirements.
- Excludes development south of the runway – this protects the existing Wings high energy zone (safety area).
- Relocates the grass runway to create additional public viewing area for Wings and protect the open character of the existing airfield.
- Places the Attractions area centrally on the airfield as a focal point.
- The area available immediately for new hangar developments is more limited.
- Due to the limiting effect of Manaia Road, development potential is limited in the longer-term or if rapid growth occurs.



Draft Layout 2

Features:

- Keeps Manaia Road open without changes to vehicle routes through residential areas.
- Requires changes to the way Wings operates to free up land for development south of the airfield – these changes would be subject to a thorough safety review and CAA acceptance.
- Relocates the grass runway to create additional public viewing area for Wings and protect the open character of the existing airfield.
- Relocates the Attractions area to the southern side of the runway – closer to the grass runways and open grass area, creating a focal point for vintage aircraft operations.
- Makes available existing airfield land that can be used for new hangar development immediately, while safeguarding space centrally on the airfield for the Aviation Centre (Attractions).
- Makes land with unimpeded runway access available for development beyond in the longer term.
-

The images to the right show the proposed changes to the Wings Over Wairarapa display line (yellow) and high-energy safety area (orange).

These changes were discussed with Wings Over Wairarapa event organisers during which it was concluded that they appear viable subject to thorough safety review and CAA acceptance.



Draft Layout 3

Features:

- Requires the diversion of Manaia Road through residential areas, or the closure of Manaia Road.
- Excludes development south of the runway – this protects the existing Wings high energy zone (safety area).
- Relocates the grass runway to create additional viewing area for Wings and protect the open character of the existing airfield.
- Places the Attractions area centrally on the airfield as a focal point.
- The area available immediately for new hangar developments is more limited.
- Makes land with unimpeded runway access is available for development in the longer term.



Summary of public engagement outcomes

Summary of key themes and public preferences

CLEAR SUPPORT

	Workshop Attendees	Online Feedback Submissions
Draft Layout 1	✕ ✕ ✕	✕
Widening the runway	✕ ✕ ✕	✕ ✕ ✕
Convert 10-28 to the main paved runway	N/A	✕ ✕ ✕
More paved apron space	N/A	✕
Reduce the speed limit on Manaia Road	✕	✕ ✕ ✕
Protecting General Aviation activities on the airfield	✕ ✕ ✕	✕ ✕ ✕
Continued success of Wings Over Wairarapa	✕ ✕ ✕	✕ ✕ ✕

MIXED SUPPORT

	Workshop Attendees	Online Feedback Submissions
Draft Layout 2	✕ ✕ ✕	✕ / ✕
Draft Layout 3	✕	✕ ✕ ✕
Land acquisition for airfield and/or commercial development	✕ / ✕	✕
Lengthening the runway	✕ / ✕	✕
A commercial airline service from Hood	✕	✕

LOW SUPPORT

	Workshop Attendees	Online Feedback Submissions
Diverting traffic through suburban areas (eg. Andrew Street)	✕	✕ ✕ ✕
Changes to grass runway 10-28 orientation/length	✕ ✕ ✕	✕

KEY:

- ✕ ✕ ✕ A large number of mostly or all 'for' comments
- ✕ Mostly 'for' comments with some 'against' / a small number of 'for' comments only
- ✕ / ✕ Approximately even balance of for and against responses
- ✕ Mostly 'against' comments with some 'for' / a small number of 'against' comments only
- ✕ ✕ ✕ A large number of mostly or all 'against' comments

Theme 1 – Runway 06-24 (main runway) width and length

- Most submissions, including several of those in opposition to aerodrome development in general, agreed widening of the runway was needed and would be beneficial.
- Support for lengthening the runway was limited, though several comments on the desire to attract an airline and freight were noted.
- Around twice as many comments or submissions preferred not lengthening the runway to lengthening it.
- Around twice as many comments or submissions also preferred not developing the runway or airfield for passenger airline operations, which would likely include lengthening the runway and providing safety areas (RESA).

How this has been considered by the Masterplan:

The Masterplan allows for widening and lengthening Runway 06-24. We have also developed staging of future runway development to indicate when and why extensions to the runway length may be required. This is intended to allow informed decision making around the need to extend the runway, given this is predominantly a commercial and safety decision for MDC.

Theme 2 – Runway 10-28 (grass cross runway)

- Clear opposition to relocating grass runway 10-28 was noted in submissions. However most accepted some adjustment of position provided length and orientation of the runway remained unchanged, and thresholds did not intersect.
- An alternative proposal was also submitted, and supported by several submissions. This proposed lengthening and paving runway 10-28 to make this the primary runway. This alternative option has been reviewed and rejected due to terrain penetrating the approach protection surface (note the written statement previously provided to MDC by Beca).

How this has been considered by the Masterplan:

Based on the above we have proposed relocating runway further west 10-28 while retaining its length and optimising orientation for wind. The proposal to reconfigure runway 10-28 as the main runway is discussed in further detail later in this presentation – refer 'Alternative Layout 1'.

Theme 3 – Future land acquisition north-east of the airfield and diversion of Manaia Rd

- Several submissions were received relating to the acquisition of non-airfield land. Generally the need for this was questioned. If a runway extension was progressed then the general preference was a reduction of the speed limit to reduce impact on neighbouring land. The acquisition of land for council commercial development (e.g. hangars) was also questioned.
- There was some confusion around how different private land areas were shown, which needs to be addressed for consistency.
- Clear communication of how land acquisition, rezoning and development would be done is needed, particularly for affected land owners.

How this has been considered by the Masterplan:

A reduced speed limit on Manaia Rd has been adopted. However, considering the need to safeguard future development of the airfield, this is intended to provide flexibility to the realigned road route, not reduce the size of the road diversion. Continued discussions with these land owners by MDC is essential to the success of this project.

Theme 4 – Cost and economic viability

- Several comments were received expressing concern about the cost and the economic viability of the proposed development. More clarity around the purpose of the Masterplan and relationship with aerodrome development funding is needed.

How this has been considered by the Masterplan:

The Masterplan is a development roadmap, not a business case. Staging has been provided to help with context for those concerned about what the current government funding may be spent on.

Theme 5 – Protecting general aviation at Hood Aerodrome vs scheduled passenger flight operations

- Submissions were received that focussed on protecting the aerodrome for General Aviation activities and maintaining (and developing) it as an easy to use, open space facility. This includes not seeking significant passenger flight operations or CAA certification, and instead focusing on developing revenue through small scale and GA related activities.
- Some support for enabling passenger airline services from Hood Aerodrome was noted through the workshop and online submissions.

How this has been considered by the Masterplan:

The proposed Masterplan looks to protect for both small-scale GA developments and other possible uses on the aerodrome over several decades. Depending on the commercial direction taken by MDC it would be possible to adjust subsequent Masterplan updates to suit the preferred development. Staging of the runway and airfield separately aims to enable flexibility around which aspects of the plan are developed and which remain as safeguarded space for future development.

Theme 6 – Wings Over Wairarapa

- Several submissions commented on Wings Over Wairarapa and the need to maintain a viable air show, which includes sufficient open space for crowds and ‘high energy’ safety areas.

How this has been considered by the Masterplan:

Grass runway 10-28 has been moved further west to allow additional viewing space for Wings Over Wairarapa. Further consultation with the air show organisers will be needed to confirm the draft plan is acceptable without restriction on the air show.

Theme 7 – Omissions from the Masterplan

- Some submissions related to the omission of specific operations on the airfield. These include the SAR operations building and model aircraft club.

How this has been considered by the Masterplan:

These areas noted in the Masterplan.

Appendix C – Noise Assessment





Project: **HOOD AERODROME MASTERPLAN**

Prepared for: **Beca Ltd
PO Box 3942
Wellington 6140**

Attention: **Mr Rick Pemberton**

Report No.: **Rp 001 R03 20201139**

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Document Control

Status:	Rev:	Comments	Date:	Author:	Reviewer:
Draft			1 Jul 2021	L Smith	S Peakall
Issued	R01		16 Jul 2021	L Smith	S Peakall
Issued	R02	Final Masterplan	21 Jul 2021	L Smith	S Peakall
Issued	R03	Minor edits	22 Jul 2021	L Smith	S Peakall

SUMMARY

Beca Ltd prepared a Masterplan for Hood Aerodrome (Masterton) which sets out the out the staged development including expansion of airfield facilities and runway configuration changes at the Aerodrome. Beca then engaged Marshall Day Acoustics (MDA) to consider the impact of this on aircraft noise management. Some of the changes may impact on the Aerodrome's ability to comply with the noise conditions set out in its Designation.

In this report we review the existing noise management framework and the current compliance situation. We consider the impact each of the Masterplan development stages would have on compliance. Finally, we recommend how to manage short term breaches of the noise controls and when a revision of the noise boundaries should be undertaken.

Our findings are that the existing aircraft noise control boundaries were developed at a time when noise modelling techniques and aircraft activity at Hood Aerodrome differed appreciably to today. Noise modelling undertaken annually for compliance shows minor localised exceedance of the Inner Air Noise Boundary (IANB) within the Aerodrome property. The impact of this outside the Aerodrome is insignificant and we consider that immediate action is not necessary however the extent of the exceedance should continue to be monitored using up to date modelling methods.

To enable the Masterplan, the District Plan noise boundaries will need to be revised. In the short term, it may be reasonable to rely on the operative noise boundaries until there is sufficient certainty around the future changes to prepare revised boundaries. However, we note that noise from aircraft operations already exceeds the limits and therefore relying on the operative boundaries should only be a temporary measure.

In summary, we recommend that the noise boundaries are revised as soon as practicable. If the timing of a District Plan review is favourable and there is enough certainty around the Masterplan, then the opportunity to revise the boundaries should be taken when it arises. At the latest, we recommend that work commences on revising the noise boundaries when Stage 1 changes are implemented. The revision should allow for further anticipated changes (i.e. Stages 2 and 3) and at least a 20 year forecast for aircraft operations.

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APPENDIX A GLOSSARY OF TERMINOLOGY

APPENDIX B AIRPORT DESIGNATION CONDITIONS

1.0 INTRODUCTION

Beca Ltd prepared a Masterplan for Hood Aerodrome (Masterton) and engaged Marshall Day Acoustics (MDA) to consider the impact on aircraft noise management for the Aerodrome. The Masterplan sets out staged development including expansion of airfield facilities and runway configuration changes. Some of these changes may impact on the Aerodrome's ability to comply with the noise conditions set out in its Designation.

In this report we review the existing noise management framework and the current compliance situation. We consider the impact each of the Masterplan development stages would have on compliance. Finally, we recommend how to manage short term breaches of the noise controls and when a revision of the noise boundaries should be undertaken.

2.0 HOOD AERODROME MASTERPLAN

This report relates to the Hood Aerodrome Masterplan layout (16 July 2021). The Masterplan sets out recommended staged development steps with the purpose of *"protecting the future of the aerodrome and ensuring it meets the needs of users and the Wairarapa Community over the long term (at least for the next 20 years)"*.

The Masterplan involves changes to runway configurations and airfield layout which includes some significant changes such as relocation of crosswind runway 10 - 28 and land acquisition and realignment of a public road to enable an extension of runway 06 - 24. We understand the timing of any changes would be driven by demand and funding availability amongst other factors.

2.1 Staging

The Masterplan sets out three stages of development separated into airfield development and runway development some of which may occur independently. The highlighted items would impact airport noise management and hence our report addresses these. Noise effects from earthworks, construction and the road realignment would also need to be considered as part of those work packages however this report focusses on impacts on the airport noise management framework in the District Plan. The existing airport noise provisions are summarised in Section 3.0.

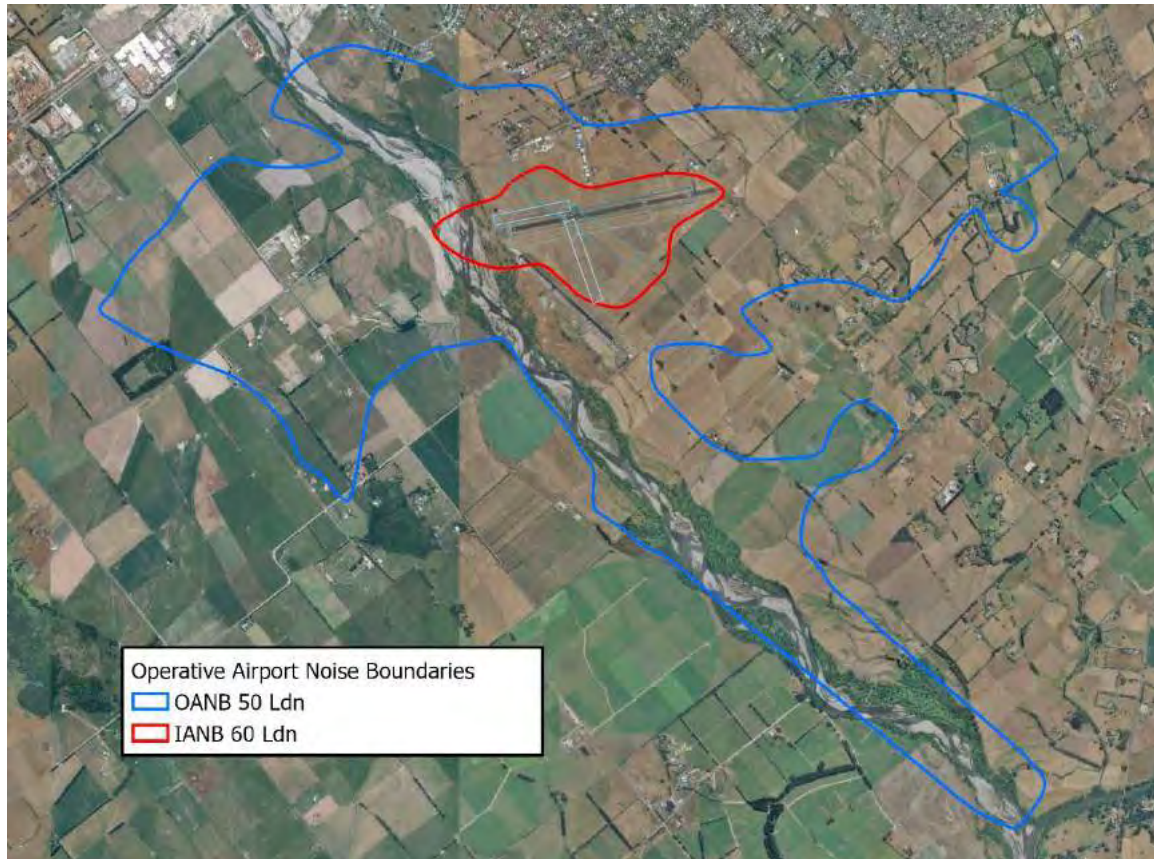
Table 1: Summary of Development Stages from Masterplan

Stage	Runway	Airfield
Stage 1 Enable development of activities expected in next 5 years	<ul style="list-style-type: none"> Widening of runway to 30m Remediation of in-field drainage ditch Relocation of grass cross-runway 10-28 	<ul style="list-style-type: none"> On-airfield improvements – apron expansion, roads, land-use improvements Relocate grass runway 10-28 Underground services improvements (scope TBC)
Stage 2 Enable development of 5-year activities, plus some activities expected in 20 years	<ul style="list-style-type: none"> Relocation of Mania Rd Runway pavement extension (06-24) and ground reshaping for RESA, and associated land acquisition Parallel grass runway 06R-24L shifted eastwards 	<ul style="list-style-type: none"> Funding for a museum type facility Land purchase or agreement for private development of land north of the airfield Underground services improvements (scope TBC)
Stage 3 Enable development of all activities expected in a 20-year period	<ul style="list-style-type: none"> Runway pavement extension (06-24) to provide starter extensions in RESA 	<ul style="list-style-type: none"> Funding and construction of a new terminal, apron and carparking Land purchase or agreement for private development of land north-east of the airfield Underground services improvements (scope TBC)

3.0 HOOD AERODROME NOISE MANAGEMENT AND DISTRICT PLAN PROVISIONS

Activities at Hood Aerodrome are subject to noise controls under the Combined Wairarapa District Plan and Designation DM012. The designation conditions relating to aircraft noise management are provided in Appendix B. Aircraft noise control boundaries for Hood Aerodrome are shown in District Plan Maps 14, 39, 50, 51 and 52. The provisions are based on the recommendations of New Zealand Standard NZS 6805:1992 “*Airport Noise Management and Land Use Planning*” which have been adapted to suit the Hood Aerodrome situation. Figure 1 shows the Outer and Inner Air Noise Boundaries.

Figure 1: Hood Aerodrome Outer and Inner Air Noise Boundaries in the District Plan



In summary, noise from aircraft operations (take-offs, landings, taxiing, helicopter training) averaged over a year, and over the busiest 3 months of the year, is required to comply with limits of 50 dB L_{dn} at the Outer Air Noise Boundary and 60 dB L_{dn} at the Inner Air Noise Boundary shown on the planning maps.

The L_{dn} metric is the day-night weighted 24 hour average noise level that takes into account all aircraft noise events and penalises those events between 10pm and 7am with a 10 decibel night-time weighting. For compliance, the L_{dn} level is averaged over 3 months to allow for natural fluctuations in air traffic day-to-day. Using an average aircraft noise exposure metric like L_{dn} means that all aircraft noise is accounted for as well as periods of respite when there is no aircraft noise.

The Outer and Inner Air Noise Boundaries for Hood Aerodrome were prepared in 2005 and were calculated for a future forecast of aircraft activity to allow for growth as recommended by NZS 6805. The boundaries were calculated using the best available software at the time which was the Integrated Noise Model (INM) version 6.1. Subsequent versions (INM v7 onwards) incorporated more sophisticated helicopter modelling methods which predict higher helicopter noise levels than version 6.1. In Section 4.0 we discuss how this affects compliance with the Inner Air Noise Boundary.

At the time the boundaries were developed, a significant amount of helicopter training took place at Hood Aerodrome, therefore the future forecast allowed for this activity to continue and grow. The Outer Air Noise Boundary includes an arm along the Wairarapa River which provides for helicopter sling load training. The helicopter training school no longer operates at Hood Aerodrome therefore the actual amount of helicopter activity currently is far less than the boundaries were intended to provide for.

The aircraft noise boundaries are based on the existing runway configuration. The location and length of the runways has a major influence on the shape of the boundaries therefore any change to

the runway configuration is likely to impact compliance with the boundaries. This is discussed further in Section 5.0.

4.0 HISTORY OF AIRCRAFT NOISE BOUNDARIES AND NOISE EMISSIONS

MDA has been involved with aircraft noise modelling and monitoring for Hood Aerodrome since 2002. We have prepared a number of future and actual aircraft noise contours over the years as summarised in Table 2.

Table 2: Summary of Aircraft Operations Noise Modelling for Hood Aerodrome

Year Work was Undertaken	Year of the Modelled Operations	Total Annualised Movements	INM Version	Comment
2002	2002 actual activity as a baseline	36,816	6.1	Baseline
2005	2022 Forecast	72,239	6.1	Operative District Plan Boundaries
2007	2028 Forecast	56,865	7.0	Not implemented
2010	2009 calendar year for compliance	22,630	7.0b	Minor exceedance within Airport land
2011	2011 financial year for compliance	18,797	7.0b	Minor exceedances within Airport land
2012	2012 financial year for compliance	10,826	7.0c	Minor exceedance within Airport land
2013	2013 financial year for compliance	13,253	7.0d	Minor exceedances within Airport land
2014	2014 financial year for compliance	8,410	7.0d	Minor exceedance within Airport land
2015	2015 financial year for compliance	9,461	7.0d	Minor exceedance within Airport land

Although noise contours have not been prepared since 2015, aircraft movements have been recorded using the AIMM¹ system. Table 3 below summarises the recorded movements since 2015.

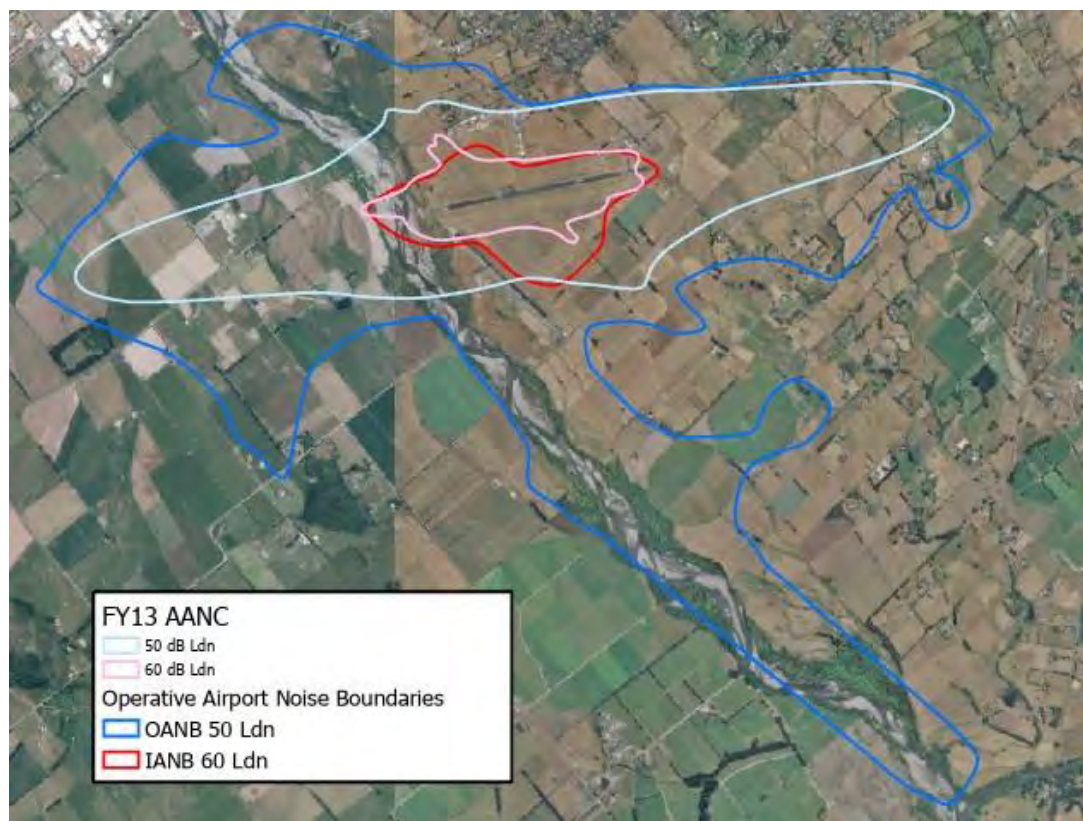
¹ Automated Intelligent Movement Monitoring for Airports

Table 3: Recorded Annual Aircraft Movements from AIMM

Calendar Year	Total Annual Movements
2015	Approx. 8,000
2016	Approx. 9,000
2017	Approx. 10,500
2018	Approx. 9,000
2019	12,110
2020	11,479
FY21 to June 2021	13,253

For the 12 months to 30 June 2021 (FY21) there were over 13,000 annual movements which is similar to the level of activity in FY13 (refer Table 2). The FY13 compliance contours may provide a reasonable approximation for FY21 depending on whether the fleet mix and types of aircraft activity has changed since 2013. We know that the B1900 passenger service operating in 2013 no longer operates from Masterton however these aircraft, although loud, were not significant contributors to the noise contours. The size of the FY13 contours is mostly controlled by crop dusting aircraft which we understand still operate from the Aerodrome.

The FY13 contours are shown in Figure 2. The FY13 50 dB L_{dn} contour complies with the Outer Air Noise Boundary although parts of the contour are close to the limit. The FY13 60 dB L_{dn} contour extends outside the Inner Air Noise Boundary in a few locations that are either within the Airport property or not near noise sensitive receivers.

Figure 2: FY13 Compliance Contours Compared with District Plan Noise Boundaries

4.1 Suitability of Existing Aircraft Noise Boundaries

The existing noise boundaries were developed in 2005 (16 years ago) and there have been several changes since this time including a significant reduction in helicopter activity, and improvements in modelling techniques for helicopters and taxiing aircraft.

Aircraft taxiing and helicopter hover taxiing was not included in the 2005 noise modelling. There is no definition in the District Plan, the designation or NZS 6805:1992 for aircraft operations. Recently we have been including taxiing as aircraft operations unless otherwise defined at specific airports. Often the noise effects of taxiing do not extend beyond airport owned land however it should be considered and controlled if appropriate.

If the Hood Aerodrome noise boundaries were reviewed, disregarding any airfield or runway changes in the Masterplan, we would expect the following changes:

- Removal of the helicopter sling load training activity over the river
- Addition of taxiing aircraft to and from aprons and hangars
- Addition of helicopter landing areas/aprons
- Addition of helicopter flight tracks and hover taxiing to and from the landing areas
- Use of the most recent/accurate modelling methods
- Revised future forecast

These changes are likely to have an appreciable impact on the shape of the noise boundaries. In our view, the question of whether the noise boundaries should be reviewed depends on the extent of the following issues:

- Non-compliance with the noise boundaries (currently minor exceedance of the IANB largely within airport property)
- Whether the land use controls on private land within the OANB and IANB are unduly restricting landowners' property rights

Based on the FY13 compliance contours, noise from aircraft operations in FY21 could be reaching the limits of the District Plan noise boundaries. It is very likely there will be ongoing exceedances of the IANB, however for the short term we expect these will be minor exceedances with insignificant effects outside the aerodrome.

The extent of the OANB over private land is large. The affected land is almost all Rural (Special) Zone apart from two Residential Zone properties on Andrew Street. The land use controls require additions and alterations to habitable rooms of existing noise sensitive activities to be acoustically insulated. New noise sensitive activities inside the OANB require a Restricted Discretionary resource consent. Due to the Rural zoning, the land use restrictions are not overly onerous in our view.

With the existing noise boundaries, Hood Aerodrome is reasonably well protected from noise sensitive encroachment and resulting reverse sensitivity effects. At this point in time, there is an appreciable amount of uncertainty around future aerodrome configuration, future fleet and appropriate L_{dn} levels to use for the noise boundaries². Unless there is a strong demand for rezoning existing rural land to residential for urban expansion, it would be reasonable to retain the existing noise boundaries and land use controls until there is more certainty on the assumptions to revise the noise boundaries.

² The existing boundaries use 50 and 60 L_{dn} instead of 55 and 65 L_{dn} recommended in NZS 6805 due to the high proportion of forecast helicopter activity. A review of the boundaries should consider whether this is still appropriate.

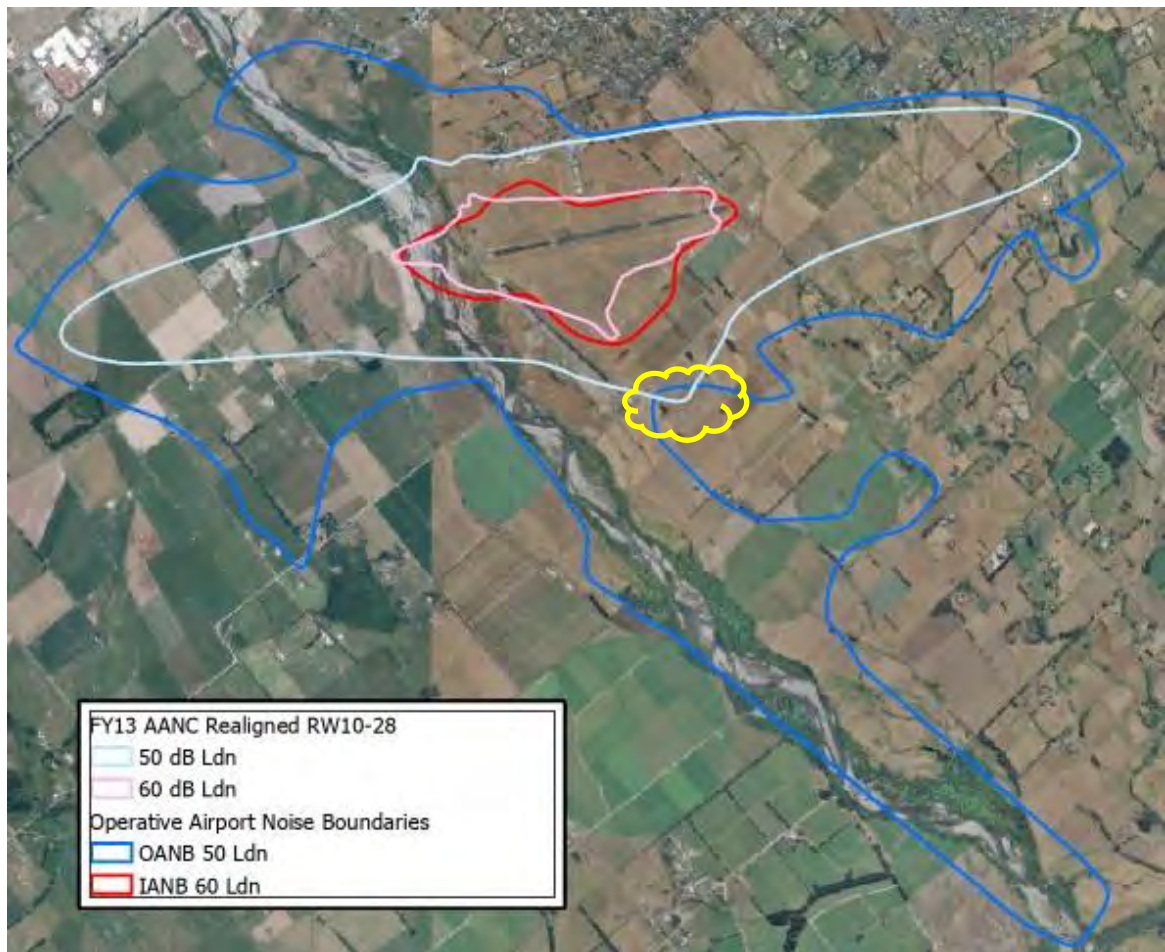
5.0 MASTERPLAN STAGED DEVELOPMENT IMPACTS ON NOISE COMPLIANCE

The Masterplan includes some significant changes to the runway and airfield configurations including the relocation and realignment of Runway 10-28 and two extensions of the main sealed runway 06 - 24. Additional hangars and aprons are also included.

5.1 Stage 1 – Relocation of Crosswind Runway 10 - 28

The current grass crosswind runway 10 - 28 is proposed to be relocated further west and slightly realigned. Currently aircraft operations on runway 10 - 28 exceed the IANB noise limit. The impact of relocating and realigning the runway would be to shift this minor exceedance. In Figure 3 we have estimated the likely impact by shifting the FY13 compliance contours on Runway 10 – 28 to the proposed new location.

Figure 3: FY13 Compliance Contours with Relocated Runway 10 - 28



Relocating Runway 10 – 28 would not significantly change the existing IANB compliance situation as there would continue to be minor exceedances of the IANB. However, it could also introduce a minor exceedance of OANB as shown by the yellow cloud in Figure 3. There are no noise sensitive activities in this location, and we consider the effect of this exceedance on nearby receivers would be insignificant.

5.2 Stage 2 – Extension of Runway 06 - 24

The Stage 2 extension of the Runway 06 – 24 runway pavement involves an extension of pavement to the east and the additional of Runway End Safety Areas (RESA) at each end. The extension means the start of roll and landing threshold positions would all shift eastwards which would result in the noise contours extending in that direction too. The parallel grass runway (06R-24L) would also be shifted eastwards.

It would not be possible to comply with the existing IANB around the end of Runway 24. Compliance with the existing OANB would also be unlikely.

5.3 Stage 3 – Further Extension of 06 - 24

The Stage 3 further extension of the Runway 06 – 24 runway pavement involves providing pavement for starter extensions within the RESA at both ends of the runway. The landing thresholds would not change however the start of roll locations would shift out at each end.

It would not be possible to comply with the existing IANB around the end of Runway 24 and compliance with the OANB would be unlikely.

5.4 Helicopter Landing Areas, Aprons and Taxiways

As discussed in Section 4.1 the existing airport noise boundaries do not include taxiing or helicopter landing areas. The location of helicopter landing areas and taxiways within the Aerodrome may impact on the shape of the noise contours especially if located near the Aerodrome boundary and if helicopters do not consistently use the runway vectors to arrive and depart the airport.

We consider there is a reasonably high risk that taxiing and helicopter landing areas near the hangars and aprons would cause a minor exceedance of the IANB if modelled accurately. Such an exceedance is likely to occur entirely within the Aerodrome property and have an insignificant effect on residents. Nevertheless, it would be a breach of the designation conditions.

In the short term we consider it would be appropriate to manage minor breaches of the IANB within the Aerodrome by monitoring them through annual noise contours. If the noise levels outside the Aerodrome exceed the levels provided for by the OANB then steps should be taken to reduce noise and revise the boundaries.

6.0 RECOMMENDED TRIGGERS FOR REVIEW OF AIRCRAFT NOISE CONTROL BOUNDARIES

Currently aircraft operations noise exceeds the IANB in localised areas within the Aerodrome property. The impact of this outside the Aerodrome is insignificant and we consider that immediate action is not necessary. However, the extent of the exceedance should continue to be monitored using up to date modelling methods. We recommend that annual compliance contours for FY21 are calculated to establish current noise levels.

The Stage 1 runway and airfield developments are not expected to change the current compliance situation for the IANB but could introduce a minor exceedance of the OANB over non-noise sensitive land. Annual compliance contours for FY21 could be used to assess the likely extent of this exceedance in the short term.

To enable the Masterplan, the District Plan noise boundaries will need to be revised. In the short term, it may be reasonable to rely on the operative noise boundaries until there is sufficient certainty around the future changes to prepare revised boundaries. However, we note that aircraft operations noise already exceeds the limits and therefore relying on the operative boundaries should only be a temporary measure.

If it is not practicable to revise the noise boundaries prior to implementing Stage 1 changes, then it may be acceptable to rely on the operative noise boundaries in the short term. However, there is a risk of exceeding the OANB which could result in the Aerodrome needing to curtail operations to

comply, particularly if complaints arise. Any extended non-compliance may also negatively affect the Aerodrome's application to extend the noise boundaries in the future.

In summary, we recommend that the noise boundaries are revised as soon as practicable. If the timing of a District Plan review is favourable and there is enough certainty around the Masterplan then we strongly recommend the opportunity to revise the boundaries be taken when it arises. At the latest, we recommend that work commences on revising the noise boundaries when Stage 1 changes are implemented. The revision should allow for further anticipated changes (i.e. Stages 2 and 3) and at least a 20 year forecast for aircraft operations.

APPENDIX A GLOSSARY OF TERMINOLOGY

Noise	A sound that is unwanted by, or distracting to, the receiver.
Ambient Noise	Ambient Noise is the all-encompassing noise associated with any given environment and is usually a composite of sounds from many sources near and far.
dB(A)	The unit of sound level which has its frequency characteristics modified by a filter (A-weighted) so as to more closely approximate the frequency bias of the human ear.
A-weighting	The process by which noise levels are corrected to account for the non-linear frequency response of the human ear.
IANB	Inner Air Noise Boundary for Hood Aerodrome (60 dB L_{dn} limit)
OANB	Outer Air Noise Boundary for Hood Aerodrome (50 dB L_{dn} limit)
L_{dn}	The day night noise level which is calculated from the 24 hour L_{Aeq} with a 10 dB penalty applied to the night-time (2200-0700 hours) L_{Aeq} .
NZS 6805:1992	New Zealand Standard NZS 6805:1992 <i>“Airport Noise Management and Land Use Planning”</i>
Aircraft Movement	A take-off or a landing is one aircraft movement. Touch and goes involve two movements (a landing and a take-off).
Aircraft Operations	Not specifically defined for Hood Aerodrome. Typically includes take-offs, landings, touch and goes and taxiing of all aircraft and helicopter hovering/training.

APPENDIX B AIRPORT DESIGNATION CONDITIONS

DESIGNATION DM012

Conditions Relating to Aircraft Noise Management:

- (1) Hood Aerodrome shall be managed so that noise from aircraft operations does not exceed 50 dBA Ldn outside the Outer Air Noise Boundary or 60 dBA Ldn outside the Inner Air Noise Boundary shown on the District Plan planning maps numbered 14, 39, 50, 51 and 52. For the purpose of this control, aircraft noise shall be assessed in accordance with NZS6805:1992.
- (2) The airport authority shall demonstrate compliance with Condition (1) annually by calculating noise contours based on records of actual aircraft activities for the preceding 12 month period. In addition to calculating noise contours for the 12-month period, and to account for intensive noise effects associated with highly seasonal aircraft activity, the airport authority shall also calculate noise contours to demonstrate compliance for the busiest 3-month period of aircraft activity.
- (3) The annual noise compliance calculations undertaken under Condition (2) shall include calculation of the cumulative noise energy resulting from aircraft taking off from and landing on runway 14/32 to and from the north across South Road.
- (4) The airport authority shall make available to the Masterton District Council copies of its annual noise compliance calculations on request.
- (5) Noise from the following aircraft operations shall be excluded from compliance assessment calculations:
- (a) Aircraft landing or taking off in an emergency; and
 - (b) Emergency flights required to rescue persons from life-threatening situations or to transport patients, human organs or medical personnel in medical emergency; and
 - (c) Aircraft using the airport in unforeseen circumstances as an essential alternative to landing at another scheduled airport; and
 - (d) Flights required to meet the needs of a national or civil defence emergency declared under the Civil Defence Act 1983; and
 - (e) Flights certified by the Minister of Defence as necessary for reasons of national security in accordance with Section 29A of the Civil Aviation Act 1990;
 - (f) Aircraft undertaking fire fighting duties; and
 - (g) Aircraft involved in air shows.
- (6) The airport authority shall prepare and implement a Noise Management Plan to assist in the management of noise from aircraft operations. The Noise Management Plan shall address the following matters:
- (a) The operational restrictions and mitigation measures intended to minimise the impact of aircraft noise on the environment surrounding the Aerodrome;
 - (b) The responsibilities of the airport authority and of Aerodrome users respectively to comply with operational restrictions and to adopt the mitigation measures;
 - (c) The procedures intended for monitoring and recording actual aircraft movements at the Aerodrome;
 - (d) The procedures to be adopted for receiving, logging and responding to noise complaints including details of the personnel to be contacted and their 24-hour contact phone numbers.
- (7) The airport authority shall review the effectiveness of the Noise Management Plan every 5 years.
- (8) The airport authority shall, in preparing the Noise Management Plan and any subsequent review of that Plan required by Conditions (6) and (7), consult with the owners and occupiers of land surrounding the Aerodrome who are potentially affected by noise from aircraft activities including but not limited to the owners and occupiers of properties in South Road (west of Manaia Road) and number 124 South Belt or their representatives. This requirement to consult does not confer on those parties any power under the Act to approve or modify the Noise Management Plan but is intended to provide an opportunity for those parties to view and contribute to the contents of the Noise Management Plan.

HOOD AERODROME MASTERPLAN ADOPTION

COMMUNICATION PLAN AS AT 26 JULY 2021

This plan sets out communications for Masterton District Council (MDC) adoption of the Hood Aerodrome (Hood) Masterplan.

OBJECTIVES

This plan has been created to ensure key stakeholders, including the ratepayers of Masterton District, affected landowners, operators at Hood, and the general public are aware of:

- the engagement that has taken place throughout the development of the Hood Masterplan
- the final Hood Masterplan and its proposed stages
- how the changes being introduced as part of these stages will be funded
- the current and future importance of Hood as a strategic asset for the Wairarapa region

APPROACH

We recommend a proactive approach to highlighting the Masterplan and its intended outcomes, utilising milestones following its adoption to re-engage stakeholders in the development of Hood, and its importance to our community as a key strategic regional asset.

BACKGROUND - KEY NARRATIVE

The reason for change

The Hood Aerodrome is a key strategic asset for Masterton and the wider Wairarapa region. Hood attracts a range of users including local aviation operators and enthusiasts, private users, internationally renowned air-shows, and essential air services. In addition, Hood is a key element in ensuring Wairarapa's resilience in the event of a natural disaster that affects road access, or air services in Wellington and Palmerston North.

While Hood has served those who use it well, changes must be made to ensure its ongoing viability as a future hub for its users – both immediate changes (to support access to essential services such as Life Flight), and longer-term changes to cater to our expanding local population.

To meet the standards of regional aerodrome, Hood Aerodrome initially needs significant infrastructure upgrades.

We want to secure Hood's future as an aviation asset and a centre for cutting-edge commercial operations, manufacturing, education and training – alongside existing, and new, tourist attractions and businesses.

Engagement and planning

In May 2021, a community workshop on master planning run by consultants Beca attracted 80-100 people, with three Masterplan concepts presented for feedback. These concepts included a runway extension, potential sites for increased hangars, and the layout of other facilities. Importantly, the workshop considered the potential future growth of Hood to ensure its long-term viability as an air hub and critical asset within our region.

This engagement provided opportunities for us to incorporate input from our community and interested stakeholders before the detailed design work starts.

The Masterplan

The Masterplan considers the future use of Hood as a strategic asset for the region and looks at ways to best cater for its existing users, as well as attracting future development by potential Hood users coming to our region.

In short, the Masterplan considers:

- lengthening and widening the runway - including runway end safety areas (RESA) as required by Civil Aviation Authority (CAA), and realignment of Manaia Road
- reconfiguration of the grass runways to improve space utilisation
- a safeguarded location for an aviation attraction, related commercial ventures, or both
- additional paved aprons and taxiways
- preserving space for development of the terminal and related facilities
- preserving space for private and commercial hangar facilities
- establishing space for growth of general aviation, including a flight school.

Funding the Masterplan

In July 2020, Finance Minister Grant Robertson announced \$10 million in funding for infrastructure improvements at Hood Aerodrome following a successful application by Masterton District Council to the 'Shovel-ready' COVID-19 recovery fund.

Work earmarked to be funded as part of the 'Shovel-ready' project funding within a five-year timeframe, includes:

- runway widening and extension, including road realignment
- infrastructure upgrades, including an extended taxiway and apron, lighting upgrades, effluent, water and power improvements and increased security

The future of Hood

This medium-term project will help ensure ongoing gains for Hood, its users, our community, and our region. Adoption of the Hood Aerodrome Masterplan:

- ensures the ongoing viability of critical emergency services
- supports our regional resilience
- allows more flights, and different aircraft, to come into Hood Aerodrome
- supports the expansion of existing business activities at Hood Aerodrome
- encourages new business ventures to set up at Hood Aerodrome

- supports community wellbeing by enabling both recreational aviation, lease sites for hangars and pilot training.

COMMUNICATION OPPORTUNITIES

The adoption of the Hood Masterplan by the Council on 4 August can be the catalyst for increased communications activity on Hood.

Further identified opportunities to engage ratepayers, Hood users and other stakeholders, and the general public are as follows.

Stage One – from August 2021

• Masterplan Adopted ¹	August 2021
• Infrastructure design precinct development	October - November 2021
• Refuelling site - upgrades to existing	March - April 2022
• Terminal precinct water/sewer upgrades	November 2021 - March 2022
• Runway widening and extensions	Commencing September 2022
• Terminal precinct electrical connections and upgrades	November 2021 - March 2022
• Terminal precinct security fencing and gates	Complete June 2022
• Terminal precinct apron	Q1-Q2 2022
• Seal taxiway	Q1-Q2 2022
• Runway engineering	Commence Q1 2022
• Land acquisition	Complete by June 2022

Stage Two – Starting around November 2022

• Runway engineering	Commencing early 2023
• Manaia Road realignment	Commencing Q2 2023
• Runway drainage infrastructure upgrades	Commencing Q3 2023
• Runway construction	Commencing Q3 2024
• Runway approaches	Q2 -3 2025
• Airfield fixtures - runway lighting and facilities	Q4 2025
• Opening event	Summer 2026

SPOKESPEOPLE

Mayor Lyn Patterson and Cr Bex Johnson will be spokespeople for the Hood Aerodrome Masterplan adoption and any subsequent activity (with technical experts identified as required for each of the stages outlined above).

All media enquiries should be directed in the first instance to media@mstn.govt.nz

¹ TABLE 1 DETAILS TACTICAL COMMUNICATION ACTIVITY FOR THE MASTERPLAN ADOPTION. PLANS FOR SUBSEQUENT OPPORTUNITIES WILL BE DEVELOPED CLOSER TO THE TIMES NOTED IN COLUMN 2, TO ALLOW FOR CHANGES IN DELIVERY DATES/OUTCOMES.

APPENDIX 1

TABLE 1 – MASTERPLAN ADOPTED COMMS ACTIVITY

DATE	ACTIVITY
Before 4 August 2021	<ul style="list-style-type: none"> ● Masterplan Web Page drafted
4 August 2021	<ul style="list-style-type: none"> ● Masterplan published to MDC website ● Masterplan Web Page published on MDC website ● Media Release to Stuff/NZME/MediaWorks/Times Age ● MDC social media updated ● Full talking points provided to Councillors

Possible activity (TBC):

- Community meeting at Hood to launch Masterplan (follow-up to community workshop).

Masterplan adopted for Hood Aerodrome

4 August 2021

A bright future for Hood Aerodrome has been mapped out with the adoption of a Masterplan by Masterton District Council for the key community asset.

The Masterplan was developed in consultation with Hood users and operators, and the wider community.

The Plan includes widening and extending the runway, which will remove the need for LifeFlight to seek and ongoing dispensation to operate from Hood, and looks at potential future development over the next 20 years or more.

Development of the Masterplan was funded through \$10 million provided by the Government as a 'Shovel ready' Covid-19 recovery measure, which provides for a range of infrastructure improvements including the runway work. The Council is providing \$7 million for the project.

The developments will require acquisition of private land, and the Council has been in contact with property owners as the Masterplan has been developed.

Masterton Mayor Lyn Patterson said the adoption of the Masterplan was a key milestone in progressing the 'Shovel-ready' work.

"Hood is one of the jewels in the crown of the Masterton District, but it needs considerable work to bring it up to standard as a key asset.

"The aerodrome plays a vital part in ensuring the resilience of Wairarapa in the event of an emergency affecting other transport routes, but it can also be an economic driver.

"The Masterplan sets out how we can plan for development in a measured way, ensuring what we do now assists us in the future, rather than creating a barrier."

Chair of the Hood Project Governance Group Councillor Bex Johnson said the Masterplan unlocked the potential of Hood.

"I believe we will see businesses coming to the district because of Hood, and that means jobs and economic growth.

"Finalising the Masterplan was major step in making this happen," she said.

ENDS

To:	Her Worship the Mayor & Councillors
From:	David Paris, Manager Finance
Endorsed by:	David Hopman, Acting Chief Executive
Date:	4 August 2021
Subject:	Elected Member Remuneration 2021/2022
FOR DECISION	
Recommendation:	
That Council	
<ul style="list-style-type: none"> i. receives the 2021/2022 Elected Members' Remuneration Determination for Masterton District Council ii. confirms the changes to Members' Expense Rules and Reimbursing Allowances for the 2021/22 year (as per Attachment 1 to Report 127/21). 	

Purpose

To confirm receipt of the Remuneration Authority's determination for the 2021/2022 financial year and adopt the revised Members' Expense Rules and Reimbursing Allowances.

Executive Summary

The Remuneration Authority (RA) is the body designated by central Government to set the remuneration for local government elected members. They have determined the mayoral salary and total remuneration pool for other elected members to be applied for the year from 1 July 2021 to 30 June 2022.

After the October 2019 election, the Council determined how it would divide up the pool of funding that the RA had allocated for Masterton District elected members. The RA has not changed the mayoral salary but has altered the remuneration pool amount as below.

The version of the Members' Expenses and Reimbursing Allowances adopted in August 2020 is proposed to have further amendments – the addition of a second variation for the communications and technology allowance, and clarification of the travel claims process.

Discussion

The Remuneration Authority determination provides for the following:

- The Mayor's salary has been determined as \$122,000 pa for the 2021/22 year. This is no change from the prior year
- The councillors' remuneration pool total for 2021/22 has been advised as \$392,878 pa (an increase of 5.6% on the previous two years – there was no change between the 2020/2021 year

and the pool set following the 2019/2020 election). It should be noted that, as the remuneration is set by the Remuneration Authority, elected members are not able to decline the increase.

- The allocation of that pool amongst elected members has been left unchanged from the determination adopted following the Local Government elections in October 2019.
- The full determination is available to members upon request and is available online [here](#).
- The Members' Expense Rules and Reimbursing Allowances document needs to be re-confirmed for the 2021/2022 financial year. The document was amended in December 2019 to align with the RA guidance on reimbursing allowances and adding the childcare allowance and amended again in August 2020 to remove the travel time allowance.
- A further change is proposed now, to amend the ICT allowance payable to provide a differentiation between those who are using their own devices (laptop, iPad, tablet) and those using a Council-provided device. Allowances will still be paid for use of home broadband and personal mobile phones. These are set out in the Members Expense Rules and Reimbursing Allowances document attached to this report (see Attachment 1).

Strategic, Policy and Legislative Implications

Council is required by the Remuneration Authority Act 1977, and subsequent amendments, to follow the determinations of the Remuneration Authority.

Significance, Engagement and Consultation

The decision to adopt the Remuneration Authority's recommendation is a statutory requirement and so is not a significant decision and there is no engagement or consultation required.

Financial Considerations

When preparing the 2021/2022 budgets, staff anticipated a 3% increase in the pool (\$504,250 in total). The changes advised by the Remuneration Authority Determination for 2021/2022 will result in a new total cost of \$510,175. This will result in a budget overspend by year end but is small enough to anticipate being offset by underspending elsewhere.

Treaty Considerations/Implications for Māori

The adoption of this report will not trigger any Treaty considerations or implications for Māori.

Communications/Engagement Plan

No communication or engagement plan is required.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change impacts or considerations arising from the adoption of this report.



MEMBERS' EXPENSE RULES & REIMBURSING ALLOWANCES
APPLICABLE TO ELECTED MEMBERS OF
MASTERTON DISTRICT COUNCIL
FOR THE PERIOD 1 JULY 2021 TO 30 JUNE 2022

Originally adopted by the Council 30 October 2019, revised 5 August 2020.

SECTION 1 – MASTERTON DISTRICT COUNCIL

Contact person for enquiries:

Name: David Paris

Designation: Manager Finance

Email: davidp@mstn.govt.nz

Telephone: 06 370 6263 (DDI)

SECTION 2 - DOCUMENTATION OF POLICIES

This Policy replaces all previous policies, rules and procedures relating to the expenses and allowances payable to elected members.

SECTION 3 - AUTHENTICATION OF EXPENSE REIMBURSEMENTS AND ALLOWANCES

Set out below are the principles and processes under which this Council ensures that expense reimbursements and allowances payable in lieu of expense reimbursements

- *are in line with council policies*
- *have a justified business purpose*
- *are payable under clear rules communicated to all claimants*
- *have senior management oversight*
- *are approved by a person able to exercise independent judgement*
- *are adequately documented*

- *are reasonable and conservative in line with public sector norms*
 - *are, in respect of allowances, a reasonable approximation of expenses incurred on behalf of the local authority by the elected member*
 - *are subject to internal audit oversight.*
1. Council policy states that elected members should not be 'out-of-pocket' for expenses incurred in the course of their duties as an elected member (ie actual and reasonable costs are reimbursed).
 2. Members are required to obtain the approval of the Mayor and CEO prior to incurring costs for any training, conference or travel where they will be seeking reimbursement of costs from the Council. The Mayor and CEO will assess the business need / justification for the expenditure prior to approval.
 3. Members review and approve the policy at least once in each triennium and confirm it annually at the time of receipt of the Remuneration Authority's determination.
 4. The CEO is involved in the process described in 2 above. The Manager Finance undertakes periodic reviews of expenses reimbursements.
 5. A member may claim a travel allowance that covers actual costs incurred in their private vehicle or public transport. A vehicle kilometre allowance will be paid to reimburse for costs incurred in respect of travel on local authority business. All claims are to be submitted to the Governance Advisor who will check them against meeting attendance records, distances travelled and apply the current rate per Km and submit them for payment via the fortnightly payroll process. All claims are to be supported by evidence of meeting attendance and (for private car use) a log book should be kept. For other costs (eg train tickets, parking in Wellington) full receipts are required.
 6. Policies set by Council reflect public sector norms of reasonableness and conservatism and are aligned to the Remuneration Authority's guidelines.
 7. Internal audit is incorporated into the Financial Accountant's overview of the payroll process and this includes checking members' expense claims for reasonableness.

SECTION 4 - VEHICLE PROVIDED

The Mayor is provided with a vehicle and is allowed full private use. A deduction from the mayoral salary, as calculated based on the Remuneration Authority's formula for full private use, will be made.

For general Council business, Council 'pool' vehicles are available to members. In the case of trips of more than one night away, a rental vehicle may be used at Council's expense.

SECTION 5 - MILEAGE & TRAVEL ALLOWANCES

1. Rates of allowance paid for petrol/diesel vehicles per kilometer are:
 - \$0.79 per km for the first 14,000 km per annum and
 - \$0.27 per km for any distance over 14,000 km per annum
2. Rates of allowance paid for electric vehicles per kilometer are:
 - \$0.79 per km for the first 14,000 km per annum and
 - \$0.09 per km for any distance over 14,000 km per annum.

The rates are based on the maximum allowed by the Remuneration Authority
3. A vehicle mileage allowance will be payable, but only if -
 - a private vehicle is used ie there is no Council vehicle practically available
 - the purpose of the travel is for Council business
 - the travel claim is based on the direct route distance
 - there is no reimbursement of costs that are chargeable to others
 - out of town meetings kms are based on a log book record.

The vehicle allowance is not subject to withholding tax.

SECTION 6 - TRAVEL AND ACCOMMODATION

(excluding mileage claims - refer Section 5)

Taxis, train fares and other transport

Car parking, taxis, train fares, buses & shuttles will be reimbursed, only with a receipt and only where they are associated with Council-related meetings, training courses or conferences.

Carparks

Councillors can use the town square car park whenever they are attending to Council business – a ‘free parking’ card will be issued and will need to be displayed.

Use of rental cars

Rental vehicles may be arranged via the Governance Advisor where time away and distance of travel make them an appropriate option to attend out-of-town meetings

Air Travel Domestic

The rules for domestic air travel are:

To be booked through the Council so expense is payable by the Council.
Only to be used in association with Council-related training/ courses/ conferences.

Air Travel International

No international air travel, funded by the Council, is anticipated under this policy.

Airline Clubs/Airpoints/Airdollars

The Council has no subscriptions to airline clubs (such as the Koru Club). The Council does not accrue airpoints or airdollars earned on travel, accommodation etc., hence they are not available for the private use of members.

Accommodation costs whilst away at conferences, seminars, etc.

Actual and reasonable costs will be reimbursed.

Council would prefer that accommodation is booked and paid for via the Council to enable control over the 'reasonable' nature of the accommodation.

Private accommodation paid for by local authority

No private accommodation (such as an apartment) is provided to any member by the Council.

Private accommodation provided by friends/relatives

No allowances are payable in respect of accommodation provided by friends/relatives when travelling on Council business.

SECTION 7 - ENTERTAINMENT AND HOSPITALITY

The reasonable costs of hospitality or entertainment, where it relates to a Council function or Council hosting of visiting dignitaries (eg from a Sister City) will be reimbursed. No Council credit card is issued to any elected members.

SECTION 8 - COMMUNICATIONS AND TECHNOLOGY

Equipment and technology provided to elected member

Equipment and technology provided to elected members for use at home and/or on council business?

Laptop/Tablet*

YES/NO

Printer

YES/NO

Broadband

YES/NO

Second landline to house	YES/ NO
Consumables and stationery (for printers)	YES/ NO
Mobile Phone	YES/ NO**
Other equipment or technology	YES/ NO

* Technology advances in the area of smart phones and tablets has seen efficiencies in the distribution of documents using these devices. During 2021 most members have been supplied with devices to use at Council meetings and to receive Council information. Some members have elected to use their own device. A communications and technology allowance will be paid as per below.

**The Mayor's cell phone is on the Council plan and a mobile device/tablet is available for use by the Mayor.

Home telephone rental costs and telephone calls (including mobiles)

No home telephone rental costs or call expenses are reimbursed.

Allowances paid in relation to communication and/or technology provided by elected member

A reimbursing allowance will be paid to recognise the cost members may incur to conduct Council business – including partial use of mobile phone, mobile service and home broadband.

Where Council supplies a device, the allowance is set at \$28.00 per fortnight, per member and is not taxable.

Where members have chosen to not be provided with a Council device the allowance is set at \$43.00 per fortnight

SECTION 9 - PROFESSIONAL DEVELOPMENT, CLUBS AND ASSOCIATIONS`

Reasonable expenses will be reimbursed in respect of members' attendance at professional development courses, conferences and seminars.

Bookings are to be made through the Council, and where possible, paid directly by the Council. Actual and reasonable costs incurred and paid directly by members will be reimbursed if receipts are available.

No expenses are reimbursable or allowances paid in respect of subscriptions to clubs or associations

SECTION 10 – CHILDCARE ALLOWANCE

Eligible members can claim a contribution towards childcare costs where they have responsibility for caring for children and have incurred payments to enable them to attend Council or Committee meetings, briefings or workshops, other meetings where the member is Council's representative or meetings with community groups, subject to:

- i. the maximum hourly value for reimbursement is to be equivalent to the current minimum wage
- ii. the child or children being cared for is/are under 14 years of age
- iii. the childcare is provided by a person who is not a family member of the elected member and does not ordinarily reside with the elected member
- iv. evidence of payments made and received are to be appended to any expense claim for childcare
- v. no more than \$6,000 per annum per child can be claimed
- vi. claims are approved by the Mayor.

SECTION 11 - OTHER EXPENSE REIMBURSEMENTS AND ALLOWANCES

No other expense reimbursements are payable.

The Council holds an insurance policy that covers the Mayor, Councillors and staff in case of accidental death. The benefits are payable to the Council.

SECTION 12 - TAXATION OF ALLOWANCES

Any allowable mileage allowances are not subject to withholding tax deductions.

Reimbursements of actual business expenses are not subject to withholding tax deductions.

To:	Your Worship and Elected Members
From:	Peter Matich Planning & Consents Manager
Endorsed by:	David Hopman, Acting Chief Executive
Date:	4 August 2021
Subject:	Commissioner Appointment: Hearing for Resource Consent Application RM210049
DECISION	
Recommendation	
That Council:	
1.	Pursuant to section 34A of the Resource Management Act 1991 delegates authority to independent Resource Management Commissioner Alistair Aburn all the functions, powers and duties of the Council under the Resource Management Act 1991 necessary to hear and decide on: <ul style="list-style-type: none"> a. the application for Resource Consent RM210049 by Shelter Masterton Inc. for Residential Accommodation for up to 9 persons subject to permanent on-site care/supervision at 13 Elizabeth Street, Masterton on the land legally described as Lot 28 Deeds Plan 105 (MDC Ref: RM210049); b. any other Resource Management Act matters ancillary or related to resource consent application RM210049, under the Resource Management Act 1991.

PURPOSE

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

BACKGROUND**Shelter Masterton Inc resource consent application**

Application RM210049 was lodged on behalf of Shelter Masterton Inc (the applicant) on 29 March 2021. The application is a Discretionary Activity as it does not comply with the definition of *Residential activities* in the Wairarapa Combined District Plan Residential Zone for permitted residential development. The definition allows for “*use and building of land and buildings by people for the purpose of living accommodation (up to 5 residents if subject to permanent on-site care or supervision) and includes associated accessory buildings...*” The application proposes up to 9 persons in such supervised residential accommodation at the site.

The application was suspended pending a request for further information seeking written approvals from owners and occupiers of properties adjacent to the subject application site. These persons were determined by the Planning & Consents Manager to be adversely affected by the proposed activity, and approvals were determined to be required from these persons in order for the application to be able to be satisfactorily considered by the Planning & Consents Manager under delegated authority on a non-notified basis. One of the adjoining property owners withdrew their written approval prompting the Council to subsequently Limited Notify the application to that property owner(s) of the adjacent site. Limited Notification of the application was made to the person(s) on 1 June 2021 with the period for submissions closing on 4pm Friday 2 July 2021. One submission was received, and this submitter has requested that an independent Commissioner be appointed to determine the application.

Accordingly, the Council is now recommended to appoint an independent Resource Management Commissioner to determine the application.

Alistair Aburn is a suitably qualified and highly experienced hearing commissioner, who is accredited under the Ministry for the Environment's 'Making Good Decisions' programme. Mr Aburn is a highly experienced Planner with several decades of experience serving councils within the Wellington Region and is a full member of the New Zealand Planning Institute. He has no conflict of interest. He is available to undertake the role on behalf of the Council within the statutory timeframe for Limited Notification under the Act. Therefore, his appointment is recommended.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
1 Do not appoint qualified Commissioner with relevant expertise.	Minimal additional costs.	Will require Councillors to prepare themselves for the role of hearings decision makers at very short notice. Only two Councillors have the required certification under the Act to sit on RMA hearings panels, and both these Councillors are fully occupied in the Joint Committee considering the review of the Combined Wairarapa District Plan.
2 Appoint qualified Commissioner with relevant expertise to sit on the Hearing panel.	Relevant expertise on the Hearing panel.	Additional cost.

Option	Advantages	Disadvantages
	<p>Will avoid the risk of delays to the hearing process, otherwise resulting in the Council not meeting its statutory timeframe requirements.</p> <p>Brings additional knowledge and experience of RMA, hearings and decision making processes.</p>	

CONCLUSION

Staff recommend Option 2, as it ensures the resource consent application will be considered with the necessary expertise to deal with any areas of contention.

SUPPORTING INFORMATION

Treaty Considerations/Implications for Māori

No Treaty considerations/implications for Māori have been identified in relation to this appointment, as no changes to the district plan are involved.

Environmental/Climate Change Impact and Considerations

Any such matters will be appropriately considered within the resource consent application process.

Strategic, Policy and Legislative Implications

No strategic, policy or legislative implications have been identified in relation to this appointment.

Significance, Engagement and Consultation

The decision has been assessed as not significant to warrant engagement and consultation.

Communications/Engagement Plan

A Communications/Engagement Plan is not required in relation to this appointment.

To:	Your Worship and Elected Members
From:	Peter Matich Planning & Consents Manager
Endorsed by:	David Hopman, Acting Chief Executive
Date:	4 August 2021
Subject:	Priority Review of Financial Contributions in the Wairarapa Combined District Plan
DECISION	
Recommendation	
That Council agrees that the Wairarapa Combined District Plan Joint Committee prioritise review of provisions for financial contributions in the Combined Wairarapa District Plan before the rest of the plan review, in order to initiate a proposed Plan Change to update such provisions as soon as possible.	

PURPOSE OF REPORT

To seek direction from the Council on whether to prioritise review of the Wairarapa Combined District Plan provisions for financial contributions before the rest of the Wairarapa Combined District Plan review, including proceeding with a Proposed District Plan Change on financial contributions in advance of a new Combined District Plan. If the Council considers that the review of financial contributions should be prioritised, it can recommend this to the Wairarapa Combined District Plan Joint Committee (the Joint Committee) considering the plan review.

EXECUTIVE SUMMARY

Direction is sought from Masterton District Council on whether it prefers to prioritise review of district plan financial contribution provisions in the review of the Wairarapa Combined District Plan that is currently underway.

The need for this prioritisation has arisen due to recent information about outdated financial contributions provisions that has been presented to the Joint Committee.

This and other factors, such as Government requirements relating to housing land supply and Government announcements for reforms of legislative frameworks for resource management and 3-waters management systems, are giving rise to concerns about looming fiscal risks if a timely review of financial contributions fails to eventuate.

Prioritising the review of financial contributions provisions of the district plan could have implications for the timing and co-ordination of the rest of the review (including the way the review is to be communicated to the public), and reorganisation of the district plan review budget to accommodate prioritisation of the financial contribution provisions.

BACKGROUND

The Wairarapa Councils have initiated a review of the Wairarapa Combined District Plan ('the Plan') and appointed a Joint Committee of the three councils to make decisions on this matter on behalf of all three councils. Work on this review commenced on 10 November 2020, and the Joint Committee has received its first round of issues scoping reports on 10 key topics requiring attention in the review. Out of these issues, the outdatedness of existing financial contributions provisions in the Plan stands out as presenting a significant and pressing fiscal risk for the three councils.

The Joint Committee has a remit to review financial contribution provisions within the existing delegation for the combined district plan review. However, the Committee is seeking a direction from the councils as to elevating the priority of the review financial contributions above the rest of the plan review.

At its meeting on 1 July 2021, the Joint Committee asked the Technical Advisory Group to seek direction from the three councils on whether the Joint Committee should proceed with prioritising review of the financial contribution provisions and closely related plan review aspects in advance of the rest of the review of the Plan.

This report presents Masterton District Council's Technical Advisory Group members' findings about financial contribution provisions to help the Council decide whether to recommend that the Joint Committee prioritise this aspect of the plan review.

THE PROBLEM

The financial contribution provisions in the Plan are not commensurate with the costs of providing roading infrastructure in Masterton. Assets costs have continued to increase since the Plan became operative in 2011, but the amount of financial contributions able to be charged against development has remained the same throughout this time.

This situation is resulting in financial contributions currently being received by the Council that are increasingly less than what it will cost the Council to provide required public assets for roads.

Financial Contributions income and expenditure 2016-2021

Reserves Contributions	2016/17	2017/18	2018/19	2019/20	2020/21
Received	\$0.15m	\$0.54m	\$0.50m	\$0.57m	\$0.39m
Expenditure	\$0.37m	\$0.08m	\$0.25m	\$0.24m	\$0.11m

3 Waters Contributions	2016/17	2017/18	2018/19	2019/20	2020/21
Received	\$0.21m	\$1.07m	\$0.76m	\$0.84m	\$0.88m
Expenditure	\$0.00m	\$0.00m	\$0.13m	\$0.02m	\$1.20m

Roading Contributions	2016/17	2017/18	2018/19	2019/20	2020/21
Received.	\$0.09m	\$0.48m	\$0.39m	\$0.46m	\$0.66m
Expenditure	\$0.0m	\$0.0m	\$0.23m	\$0.73m	-

Notes:

Reserve contribution funds have been accumulating and there is now \$2.05m in reserve funds, which is likely to be needed for upgrades driven by the forthcoming Parks & Open Spaces Strategy (POSS).

In terms of 3-waters contributions, in 2008-12 \$40m was spent upgrading Homebush wastewater treatment plant, which was loan-funded. Rates revenue is expected to pay off this debt as per the financial strategy. Council is anticipating upgrading the pipe networks using the financial contributions, while renewals are funded from rates revenue.

Expenditure funded from roading contributions is where MDC has been feeling the pinch. Urban expansion into rural areas is needing investment in roading assets, with several big investments currently needed.

Masterton urban growth was slow for a number of years but has been more rapid in the last five years. We are in a situation where a higher proportion of growth-driven upgrades are needed (roading and stormwater in particular), some of it in the more marginal areas, which are the 'worst' areas to service and therefore the costs are higher.

Financial Contributions income and expenditure projected 2022 - 2026

Reserves Contributions	2021/22	2022/23	2023/24	2024/25	2025/26
Received	\$0.45m	\$0.46m	\$0.46m	\$0.47m	\$0.47m
Expenditure	\$0.24m	\$0.20m	\$0.12m	\$0.21m	\$0.05m

3 Waters Contributions	2021/22	2022/23	2023/24	2024/25	2025/26
Received	\$0.53m	\$0.54m	\$0.54m	\$0.55m	\$0.56m
Expenditure	\$0.20m	\$1.40m*	\$0.43m	\$0.22m	\$0.22m

Roading Contributions	2021/22	2022/23	2023/24	2024/25	2025/26
Received.	\$0.38m	\$0.38m	\$0.39m	\$0.46m	\$0.66m
Expenditure	\$0.84m**	\$1.28m**	\$1.2m**	\$0.78m**	\$0.00m

Notes

* This is for water, sewer and stormwater upgrades committed to for Millard Ave.

** These upcoming roading costs are for known commitments such as Gordon St, Kitchener St, Chamberlain Rd, Andrew St and Millard Ave. The roading contributions from the Gordon St/Kitchener St development (close to 200 lots) are expected to be offset by roading work that is not allowed for above. The expenditure provisions are estimates, but cost escalations are rapidly pushing up the funding requirements.

Road upgrading generally needs to incorporate stormwater management, and it is not yet certain whether the infrastructure needed for this will be part of the assets handed over to 3-waters entities, or whether this will remain with road-controlling authorities.

Assumptions for projected expenditure:

- The above forward-revenue projections assume growth at reduced levels to the last 3 years i.e. 1% growth rate per annum. This presumes there will need to be more expansion of future urban development areas, because existing future development areas are already near full - except for Castlepoint and Riversdale Beach.

- \$7m water reservoir at Kaituna (in year 3) is not planned to be funded from 3 waters contributions revenue. The project was justified on the basis of resilience, needing to ensure water supply to businesses in the face of climate change during dry summers. It is planned to be loan-funded and will be paid off through rates revenue.
- Reserves contributions forward revenue projections did not take account of the POSS and the potential expenditure on expanding parks and open spaces, therefore the growing positive balance is unlikely to be realised.

A more detailed breakdown of financial contribution revenue, expenditure and reserves is in the appendix to this report.

The cost increases are a combination of the increasing cost of constructing assets over time and the need to invest in new infrastructure to accommodate growth.

These costs have continued to increase since the current financial contributions became operative in 2011, but the required dollar amounts specified for the financial contributions in the Plan have remained unchanged over this time, making revenue from financial contributions increasingly inadequate to fund asset costs.

This presents a significant fiscal risk, because of the resulting *de-facto* imperative for apportionment of funding of excess cost from other sources, particularly rates.

Whilst some public good can, and should, be attributed to provision of new 3-waters infrastructure, roads and reserves, too much ratepayer funding of these assets can drive increasingly unaffordable rate increases. Otherwise, new development risks becoming paralysed by inability to access funding for roading, 3-waters and reserves assets, as future rate rises become less affordable.

The localities that a funding disparity in relation to these costs would be most keenly felt, are the existing remaining undeveloped Future Development Areas in the Plan, and other substantial greenfield areas of existing residentially zoned land not within Future Development Areas that have been vacant for a few years, which can be developed at present under controlled activity subdivision consent.

Under the Resource Management Act 1991, the Council can only charge financial contributions that are operative. Therefore, until any new district plan *financial contribution provisions* have been proposed and through the proposed plan process and are declared operative, the Council is stuck with charging the old financial contribution provisions. The process of getting new financial contribution provisions into the plan to the point where they are operative can take several years. Any delay in getting new plan provisions into place creates further pressure on other funding sources, particularly rates.

Under the current Plan review programme and process, the financial contributions are proposed for review alongside all the other provisions. This programme and process means any new financial contribution provisions would have legal effect (i.e. new contributions payable) when decisions are made on submissions, which currently programmed to occur late 2023/early 2024. Therefore, the current financial contributions would continue for this period, where future cost increases could be incurred.

On top of this problem, recent Government requirements to make more land available for housing supply, which are set out in the National Policy Statement for Urban Development 2020 ('NPSUD'), present a further source of increasing asset costs. This is not a source of immediate fiscal risk because future new housing land outside existing residential zones or outside future development areas requires future zoning changes to enable development. Nevertheless, this does present a looming compounding fiscal risk factor if financial contributions provisions are not updated by the time such future rezoning occurs.

IMPLICATIONS FOR DISTRICT PLAN REVIEW PROGRAMME.

The options for financial contributions in the Plan are to be evaluated over the next few months as part of the Plan Review work programme. These options would evaluate the infrastructure requirements and costs and how financial contributions can fairly and equitably fund these costs. Once these options have been considered, the Joint Committee has the option to proceed with a district plan change in advance of the new District Plan. This plan change would bring forward the timing for when the new financial contributions would have legal effect (i.e. new contributions payable). The Council can only charge the level of financial contributions that are operative in the Plan.

Below is a suggested process and timeline for preparing a plan change on financial contributions in advance of the District Plan Review/Draft District Plan.

This process and timeline is based on some but not all information being available in the next few months on the infrastructure and associated costs, particularly for currently identified growth areas. The Proposed District Plan will identify new growth areas, therefore, it would be appropriate to include financial contributions for these growth areas in the Proposed District Plan rather than an earlier plan change.

Furthermore, as the Council is currently facing a deficit of funding of growth-related infrastructure, there is a case for urgency with progressing a plan change to increase this revenue stream now rather than waiting for the full Proposed District Plan. Therefore, a two-step process is suggested.

1. Initial Plan Change on Financial Contributions for Existing Urban Areas and Currently Identified and Planning Urban Growth Areas

Task	Timing
1. Each Council (MDC, CDC, SWDC) confirms to prepare a proposed district plan change on financial contributions	July/August
2. Confirm process for preparing proposed district plan change on financial contributions	12th August
3. Compilation of infrastructure and financial information to calculate financial contributions	End August
4. Preparation report on options for calculating and determining the level of financial contributions	Mid September
5. Consideration of options	2nd half September

6. Preparation 'draft' Proposed District Plan Change	Mid October
7. Consideration of 'Draft' plan change	2nd half October
8. Preparation 'final' Proposed District Plan Change	End October
9. Consideration of 'final' Proposed District Plan Change for public notification	Mid November
10. Public notification of Proposed Plan Change	2nd half November
11. Submissions close	End December
12. Further submissions, hearing and decision	First half 2022

2. Proposed District Plan, including financial contributions on new growth areas

Task	Timing
13. Compilation of infrastructure and financial information to calculate financial contributions	March 2022
14. Preparation report on options for calculating and determining the level of financial contributions	April 2022
15. Consideration of options	June 2022
16. Incorporate into Proposed District Plan	August 2022
17. Consideration of 'final' Proposed District Plan for public notification	September 2022
18. Public notification of Proposed Plan Change	October 2022
19. Submissions close	December 2022
20. Further submissions, hearing and decision	First half 2023

Consultation on the plan change and proposed district plan would occur as part of the overall District Plan Review engagement tasks.

This two-step process should be able to be achieved within the current District Plan review budget.

However, it is likely that other elements needing to be addressed in the review programme, may need to get shuffled to later in the programme to enable delivery of the programme to continue with current personnel resources.

The elements of the programme that will need to continue alongside the financial contributions review are the Subdivision, Residential and Urban Form aspects.

The elements of the programme that are likely to need be shuffled to later in the programme are Heritage, Tangata Whenua, Commercial, Industrial, Rural, and Natural Hazards aspects, and the Joint Committee for the review would need to determine how to deal with those.

If the councils wish to maintain the same pace for all aspects of the review programme, then the district plan review budget for 2021/22 and 2022/23 will need to be increased to enable the additional work to get done on time.

CONCLUSION

The Council needs to address the cost of providing 3-waters infrastructure, roading and reserves both within Future Development Areas and also within other areas outside FDAs where there are substantial tracts of greenfield development land that are currently able to be subdivided with relatively little regulatory impediment.

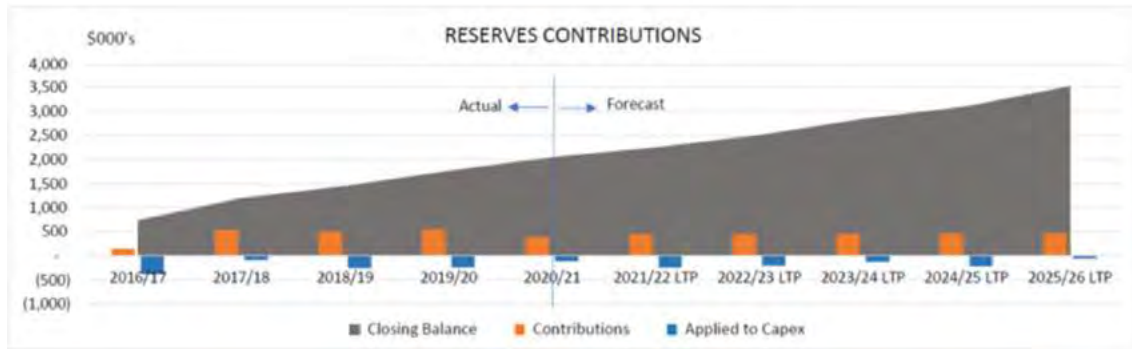
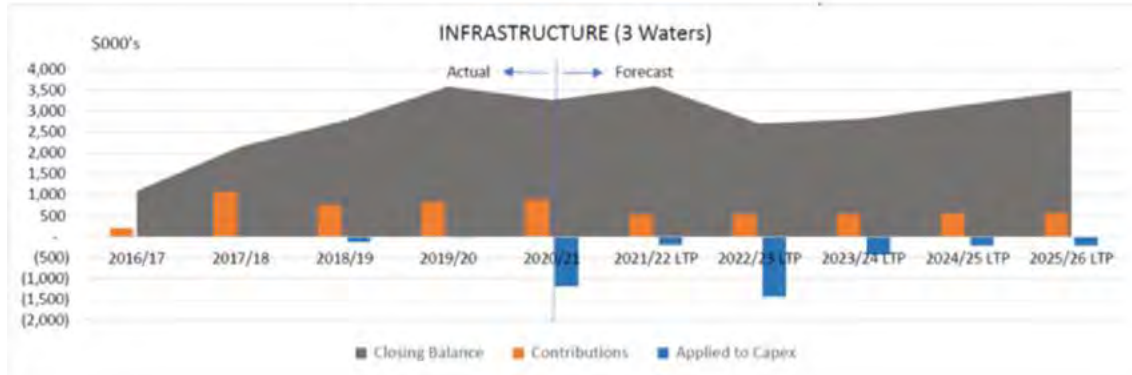
The Council also needs to address the problem of housing land supply and related assets and infrastructure costs.

If the review of Financial Contribution provisions and closely related provisions for Subdivision, Residential and Urban Form aspects are not prioritised, then any delay in getting the new Plan operative may put further pressure on other funding sources including rates.

Unless all councils are prepared to substantially increase funding for the district plan review programme, it may be prudent to prioritise the review of financial contributions and related urban growth aspects of the review programme to minimise fiscal risk of unaffordable rates increases.

Appendix: Detailed breakdown of FC revenue, expenditure and operating reserves

RESERVES CONTRIBUTIONS	ACTUAL					LTP				
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Opening Balance	961,485	739,437	1,201,135	1,449,372	1,768,522	2,047,783	2,256,241	2,509,323	2,847,151	3,106,122
Contributions collected	150,569	541,897	500,942	556,516	387,386	453,000	457,500	462,000	466,500	471,200
Funds applied	(372,617)	(80,199)	(252,705)	(237,366)	(108,125)	(244,542)	(204,418)	(124,172)	(207,529)	(47,664)
	739,437	1,201,135	1,449,372	1,768,522	2,047,783	2,256,241	2,509,323	2,847,151	3,106,122	3,529,658
INFRASTRUCTURE CONTRIBUTIONS (3 WATERS)	ACTUAL					LTP				
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Opening Balance	879,963	1,085,909	2,154,643	2,779,264	3,589,741	3,272,790	3,602,790	2,706,990	2,820,990	3,155,990
Contributions collected	208,147	1,068,734	755,063	835,181	883,049	530,000	535,000	540,000	550,000	555,000
Funds applied	(2,201)	-	(130,441)	(24,705)	(1,200,000)	(200,000)	(1,430,800)	(426,000)	(215,000)	(220,000)
	1,085,909	2,154,643	2,779,264	3,589,741	3,272,790	3,602,790	2,706,990	2,820,990	3,155,990	3,490,990
ROADING CONTRIBUTIONS	ACTUAL					LTP				
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Opening Balance	441,365	536,224	1,011,347	1,134,064	868,537	1,503,244	1,038,244	139,994	(675,530)	(1,069,575)
Contributions collected	94,859	475,123	398,534	462,635	635,859	375,000	378,000	381,000	389,000	392,000
Funds applied	-	-	(275,817)	(728,162)	(1,152)	(840,000)	(1,276,250)	(1,196,524)	(783,045)	-
	536,224	1,011,347	1,134,064	868,537	1,503,244	1,038,244	139,994	(675,530)	(1,069,575)	(677,575)



To:	Her Worship the Mayor and Councillors
From:	Corin Haines, Manager Facilities and Activities
Endorsed by:	David Hopman, Acting Chief Executive
Date:	4 August 2021
Subject:	Adoption of the Parks and Open Spaces Strategy
DECISION	
Recommendation:	
<p>That Council:</p> <ul style="list-style-type: none"> a) Receives the Report on Submissions (Attachment 1 to Report 136/21) b) Adopts the Parks and Open Spaces Strategy (Attachment 2 to Report 136/21) c) Approves the Implementation Plan and Stepping Up Guide as part of the Strategy (Attachment 3 to Report 136/21). 	

PURPOSE

The purpose of this report is to present the Parks and Open Spaces Strategy Report on Submissions (Attachment 1) to Council, including the recommended amendments to the Strategy from submissions, and to seek Council's adoption of the Parks and Open Spaces Strategy (the Strategy) (Attachment 2) and its accompanying Implementation Plan & Stepping Up Guide (Attachment 3).

BACKGROUND AND CONTEXT

Masterton District Council ('Council') owns and administers just under 400 hectares of parks and open spaces. Our parks and open spaces are located in urban, coastal and rural areas. Parks and open spaces within the urban area are used for a variety of sport, recreation and leisure activities, with the coastal area being comprised mainly of coastal esplanade reserves, and the rural area including rural domains, esplanades, gravel reserves, paddocks and forestry.

The Parks and Open Spaces Strategy is the first strategy Council has developed that provides a strategic framework to support the overall direction for all parks and open space assets as an entire network, with a focus on the urban area. It considers the provision, connectivity, purpose and quality of parks and open spaces to meet the current and future needs of the community. The following objectives for the development of the Strategy were agreed by Council in November 2018:

1. To engage with the community and iwi partners to understand and evaluate our parks and open spaces network;
2. To align the parks and open spaces network with Council's strategic outcomes;
3. To set clear directions and develop a sound planning framework for the next ten years; and

4. To develop an affordable and effective prioritised action plan every three years to align with the Long-Term Plan cycle.

The development of the Strategy has included a review of how these spaces are currently provided, and proposes a network approach to future development and management, where each park has a clearly defined purpose and is managed as part of the whole.

The Strategy is divided into three parts:

- **Part One** provides the background and the overall context, including the strategy purpose and approach; our current parks and open space network; its importance and benefits; things we need to think about; as well as issues, challenges and opportunities going forward.
- **Part Two** focuses on the content of the Strategy and sets out our strategic direction, outcome statement, guiding principles, goals and objectives.
- **Part Three** provides the Implementation Plan and Stepping Up Guide. This identifies a range of prioritised actions that aim to take the vision identified within the Strategy through to an achievable reality.

Development of the Parks and Open Spaces Strategy

Key tasks undertaken in the development of the Strategy have included:

- A literature review
- Spatial mapping
- A high-level assessment of urban park provision
- Staff workshops
- Iwi, Hapū, Marae and Hapori Māori Hui
- Key stakeholder interviews
- A stakeholder workshop
- The development of an issues and opportunities paper
- The development of the Draft Strategy
- Public Consultation on the Draft Strategy
- Analysis of submissions
- Staff and internal workshops
- The development of the final Strategy

Further information about the methodology and key tasks are described in Part One of the Strategy. (Attachment 2).

ANALYSIS AND ADVICE

Summary of public consultation

The draft Strategy was adopted by Council for public consultation on Wednesday 3 February 2021. It was notified on the Council's website and submissions were invited from the community via Council's 'Objective Keystone' online programme. The closing date for

submissions was 10 March 2021. The submission programme invited feedback (level of support and comments) on each of the five goal areas, plus an additional question about overall support for the strategy. It also collated data on submitter age gender and ethnicity.

Attachment 1 Report on Submissions provides a comprehensive analysis of the fifty-eight submissions received to the Strategy and provides recommendations to Council for amending and finalising the Strategy.

The Report on Submissions (Attachment 1) is set out in nine sections, as follows:

- **Section 1: Introduction and overall summary of submissions.** This section summarises the strategy context, describes the submission process and summarises feedback at a high level.
- **Sections 2 – 7: Topic feedback.** These sections provide an overall summary of respondents indicated 'level of support' for each topic area, followed by a table setting out submission comments, a summary of key messages, and a recommended response. Individual comments are colour coded to reflect the corresponding 'level of support' recorded for that comment.
- **Section 8: Action.** This section groups action sought by submitters into common theme areas.
- **Section 9: Who Responded.** Summarises respondents age, ethnicity and gender.

In summary, there was a high level of support for the Strategy - 80% of respondents agreed or strongly agreed with the Strategy. There are particularly high levels of support for:

- Goal 2 - Healthy Parks (75% strongly agreed with this goal & 19 % agreed)
- Goal 3 - Healthy People (75% strongly agreed with this goal & 21 % agreed).

Other key themes included;

- A number of submitters indicated they would have liked to have seen an implementation plan.
- Support for focus on the natural environment, biodiversity and climate change, noting the importance of water quality and quantity to our parks network and wider ecosystems, and the right vegetation in the right places, and the need to protect and enhancing the small areas of urban bush that remain.
- Working with the community, including key stakeholders and residents, to get the right parks and open spaces provision in the right places.
- The need to look after what we already have (noting a desire for a high level of service for maintenance) and ensuring that as Masterton develops, appropriate and quality new parks and open spaces are provided.

- Support for a connected network of trails and linkages that provide for safe off-road travel.
- Many submitters commented on priority areas for them, e.g. Millennium Park, disability access, providing for families, access to fishing, biodiversity etc. Response to these will be more closely examined as part of developing the Implementation Plan, Reserve Management Plans, Asset Management Plan and through Councils long term Plan/Annual Plan processes.

An overall summary of number of responses and comments received per topic area, and an overall summary of comments received can be viewed in section 1.4.3 of the Report on Submissions (Attachment 1). A full comprehensive analysis is provided in sections 2-8 of the attached report.

Disagreement levels and reasons

The percentage of respondents who disagreed or strongly disagreed with the Strategy is low (8/58 responses overall). The reasons for this are detailed in section 1.4.4 of the Report on Submissions (Attachment 1). No specific changes were sought through these comments and no changes to the Strategy have been recommended in response.

Who Responded?

Submitters were mainly older New Zealander European and female. There was a small number of 20–25-year-olds who responded (6/58 respondents) and no responses from under 20-year-olds. There were also five submissions on behalf of organisations or groups, with all others being from individuals. The groups and organisations that submitted included;

- Rangitāne Tū Mai Rā Trust
- Regional Public Health
- Supporters of Solway Bush (two submissions)
- Waipoua Catchment Community Group

Recommended Amendments to the Strategy

Overall, submissions were supportive of the Strategy and provided context and views on matters of importance to council parks and open spaces. Many of the submitters identified priority areas for them, and response to these will be more closely examined as part of developing an associated Implementation Plan, Reserve Management Plans, Asset Management Plans, and Council's Long Term/ Annual Plan processes.

Some minor changes to the Parks and Open Spaces Strategy are recommended. These amendments do not change the intent of the Strategy and include updating data/content and/or making factual corrections.

In summary recommended changes include:

- i. Appending a list of Te Reo terms with translations

- ii. Amendment to section 5.5.3 to add a further paragraph about the importance of community engagement going forwards with different demographic groups, families and specific neighbourhoods. (Refer page 28 of amended Strategy)
- iii. Amendment to Section 5.9 to include reference to access to rivers for fishing activities (among other things). (Refer page 33 of amended Strategy)
- iv. Amendment to Goal 1.2 to include reference to involving and supporting the wider community. (Refer Page 37 of amended Strategy)
- v. Amendment to Goal 2 to include reference to delivering 'clean, safe spaces for our community to treasure and enjoy' (Refer Page 37 of amended Strategy)
- vi. Amendment to Goal 2.1 to specifically reference innovative solutions to deliver positive outcomes for water quality and quantity. (Refer Page 37 of amended Strategy)
- vii. Amendment to Goal 2.3 to specifically include reference to valuing and protecting our remnant bush. (Refer Page 37 of amended Strategy)
- viii. Minor wording changes to goal 3.1 and 3.4 to clarify the diverse needs of our community and the need to provide access for those with impaired mobility. (Refer Page 37 of amended Strategy)
- ix. Minor wording changes to Goal 4.1, 4.2 and 4.3 to clarify/ strengthen the important role parks and open spaces play in telling the districts unique heritage stories. (Refer page 37 of amended Strategy)
- x. Minor wording changes to Goal 4.6 to include reference to the need to provide safe access to the district's rivers, streams and other key areas of interest. (Refer page 37 of amended Strategy).

The following show the proposed amendments to each of the five goals areas.

Amendments to Goal 1. Active Partnerships

To strengthen and maintain active partnerships with mana whenua, strategic partners, community stakeholders and volunteers, to provide a vibrant, inclusive network.

- 1. Mana whenua aspirations are visible and celebrated within the parks and open spaces network.
- 2. Strategic partnerships are encouraged where it has demonstrated benefits to the network and community. This includes for example strategic alignment with:
 - i. Other Wairarapa local authorities, Greater Wellington Regional Council, the Department of Conservation, Sport New Zealand etc.
 - ii. Schools and education providers
 - iii. Clubs, the A and P Society, Masterton Trust Lands Trust
 - iv. Henley Lake Trust and Friends of Queen Elizabeth Park

3. Community groups, ~~and~~ **volunteers and the wider community** are actively involved and support our parks and open spaces network.

Amendments to Goal 2. Healthy Resilient Parks

*To provide healthy and resilient parks and open spaces that support and enhance our district's biodiversity and natural heritage; and **to deliver clean, safe spaces for our community to treasure and enjoy**; to actively plan for climate change.*

1. A resilient parks and open spaces network that contributes to how **our district** responds to the impacts of climate change, **including innovative solutions that deliver positive outcomes for water quality and quantity, and planting of more resilient vegetation types.**
2. A parks and open spaces network that supports and nurtures the biodiversity of Masterton District.
3. A parks and open spaces network where **our remnant native bush areas** and natural heritage values are valued and protected.

Amendments to Goal 3. Healthy People

To provide quality parks and open spaces that offer choice, are accessible and meet community needs; and connect our people with nature.

1. There are enough parks and open spaces to meet the, ~~needs of the community.~~ **needs of our families, young people, our ageing population, and our increasingly diverse communities**
2. Our parks and open spaces network provide quality experiences and a good range of recreational choices.
3. All residents within the Masterton urban area have access to open space within a 10-minute walk of their home.
4. **All members of our** community ~~is able to~~ can access and enjoy safe opportunities for play across the network, **including those with impaired mobility.**
5. Sports fields meet the needs of the community within the Masterton District and across the wider region.
6. Council will work with sports clubs and organisations (with facilities on council land) to take a collaborative approach to sharing and enhancing our facilities.

Amendments to Goal 4. A Strong Identity

To provide a parks and open spaces network that values our district's heritage and celebrates our unique character.

1. Our district's **unique heritage** stories are acknowledged and celebrated **across our parks and open spaces network.**

2. Our parks and open spaces network is respectful of, and values the special character of the Masterton District associated with its flora and fauna.
3. The burial needs of the Masterton district are provided for.
4. The cultural and heritage values of our closed cemeteries are protected and maintained.

Amendments to Goal 5. Connected, Planned and Connected Parks

To provide an integrated parks and open spaces network that meets our legislative and best practice obligations.

1. The key purpose and function of individual parks and their role within the wider network is well understood.
2. The network is appropriately protected to ensure public access and enjoyment into the future.
3. The network is managed in accordance with current Reserve Management Plans and best practice.
4. Council parks and open spaces are provided for in a way that aligns with other key strategic goals.
5. Masterton District's parks and open spaces network is well connected with safe and effective pedestrian and cycle connections to the CBD, the Five Towns Trails, and the wider community in which it is located.
6. Masterton District's parks and open spaces network utilise the district's trails, roading corridor, and river and stream network to enhance physical connectivity and biodiversity corridors, **as well as provide safe access to the district's rivers and streams or other key areas of interest.**

Implementation Plan and Stepping Up Guide

The Implementation Plan and Stepping Up Guide (Attachment 3) identifies a range of prioritised actions that aim to take the vision identified within this Strategy through to an achievable reality.

The Implementation Plan provides staged approach in achieving the overarching vision and supporting goals of the Strategy. Actions identified within the Strategy are primarily the responsibility of Masterton District Council, although it is recognised that some actions will be led, or require collaboration with, key strategic partners or community groups.

Each action identified within the Implementation Plan has been prioritised based on the following:

Priority	Description
Business As Usual	"Business as Usual" actions include activities, plans or policies that are already being delivered by Council and/or should be delivered by Council through legislative requirements. Continuing to deliver these actions will contribute towards achieving the strategic objectives.

Immediate Priorities	Immediate actions projects or initiatives that will strongly contribute towards the strategic objectives of the Strategy and are necessary for medium priorities to proceed. They have an immediate focus over the next 1- 3 years
Medium Priorities	Medium priority actions are projects and initiatives that would strongly contribute towards the strategic objectives of the Strategy that could be delivered in years 3-6 of the LTP.
Future Priorities	Future priorities are actions that will contribute to the identified strategic objectives; however, they not considered critical for delivery within the next six years and have been included to provide a future “line of sight”. The priority allocated to these actions may change in future revisions of the Strategy through changing Council strategic priorities and community need.

In summary the Implementation Plan (Attachment 3) identifies 92 prioritised actions from developing the strategy and submissions. 45 of these actions have been defined as ‘business as usual’ actions. These actions bridge the gap between strategic direction and current day to day management and operations.

The Stepping Up Guide (section 4 of Attachment 3) includes the prioritised actions excluding those ‘business as usual’ actions. It focuses on the immediate priorities that will strongly contribute towards strategic goals and can be progressed over the next three years. A summary of the Stepping Up Guide is provided below.

Parks and Open Space Strategy Stepping Up Guide Summary

IMMEDIATE PRIORITIES YEAR 1 -3	YEARS 3-6	FUTURE PRIORITIES
GOAL 1 ACTIVE PARTNERSHIPS		
Working with Iwi (partnership, identify projects, protocols & align with Framework & resources)		
Identifying and working with key partners in regards to parks provision (Council not the only provider)		
Community engagement & involvement through RMPs (Waipoua, Suburban, Cemeteries, Coastal & Rural)		
GOAL 2 HEALTHY PARKS		
Finding management solutions for Henley and QE Park lakes and align with Waipoua RMP	Implementing, managing & monitoring preferred options	
Mapping & researching our biodiversity and natural heritage values in our parks & align with RMPs	Protection & enhancement of our biodiversity & natural heritage values in our parks	
Water resilience audit of the parks network	Water resilience management practices into the parks network	
GOAL 3 HEALTHY PEOPLE		
Gap analysis of neighbourhood parks	Partnerships with other open space providers Monitoring neighbourhood park needs	

IMMEDIATE PRIORITIES YEAR 1 -3	YEARS 3-6	FUTURE PRIORITIES
Improve new park provision processes	Providing quality parks in growth areas	
Planned Play Provision	Implement, manage and monitor play provision	
	Identify alternative opportunities for water sports	
Planned lease provision & management	Well managed & consistent leases	
Clear guidelines for park acquisition & disposal		
Integrated regional approach to sport field provision	Review MDC sports facility strategy	Implement
GOAL 4 STRONG IDENTITY		
Clear guidelines for park signage	Implement, manage and monitor park wayfinding, information & interpretation	
Planned cemetery provision & management	Implement, manage and monitor cemetery provision	
GOAL 5 PROTECTION & PLANNING		
Alignment with Wairarapa Combined District Plan Review	Protection & provision of parks	Review
Planned regional trail provision, implementation & management (5TTN & local connections)		
Develop the Waipoua River Catchment Parks & Reserves RMP , alignment with Henley & QE Park Lake solutions	Implement the Waipoua RMP Integrated & consistent management of Waipoua River Parks & Reserves	Review
Neighbourhood Park gap analysis	Develop the Suburban Reserves Management Plan	Implement the Suburban RMP Integrated & consistent management of Suburban Parks & Reserves
Input into the Riversdale Community Plan	Develop a Coastal Reserve Management Plan	
		Develop a Rural Reserve Management Plan

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The Strategy has been developed with careful consideration to and alignment with Council's Wellbeing Strategy *He Hiringa Tangata, He Hiringa Whenua*, Infrastructure Strategy, Financial Strategy, and the Arts, Culture and Heritage Strategy.

Significance, Engagement and Consultation

The Strategy has been reviewed against Council's Significance and Engagement Policy. In addition to targeted engagement that has taken place throughout the development phase of the Strategy, public consultation was also undertaken to provide the community with an opportunity to provide input given our parks are a strategic asset and level of community interest and use of the parks and open spaces network.

Communications/Engagement

A communications plan was developed to support the consultation phase of the Strategy. We know that our community values and our parks and open spaces. The plan promoted an opportunity for the community to have their say, and any further input from those who have been engaged during the development phase of the Strategy.

The proposed key messages were:

- We're developing a plan for how we manage Masterton's parks and open spaces
- We know our community values parks and open spaces and want to provide an opportunity for them to help us shape this strategy
- We've got great community parks and reserves, but we don't have a strategy for how we look after them, or what we want to achieve from these facilities as a network
- The Parks and Open Spaces Strategy is the first time Masterton will have a strategic framework for managing our parks and reserves
- The strategy considers the provision, connectivity, propose and quality of parks and open spaces, specifically in the urban area
- We want to check the strategy is on the right track by getting feedback from our community.

The consultation period was from 9 February – 10 March 2021.

Financial Considerations

High-level budget estimates have been included as part of the Long-Term Plan and Annual Plan process. Further budget consideration and amendments maybe requested as the implementation plan is further progressed and developed.

Implications for Māori

A key aspiration of the Strategy process has included the establishment of a working relationship with the district's Iwi, Hapū, Marae and hāpori Māori. Two hui with Iwi, Hapū, Marae and hāpori Māori have taken place providing opportunities for input into the development of the Strategy.

Key messages from these hui are:

- A desire to incorporate whakapapa and mātauranga Māori into the parks and open spaces provision
- Further kōrero required about how to do this and how to appropriately resource this
- A desire to provide spaces that actively engage rangatahi and provide opportunities for them to learn about their whakapapa.

The Strategy includes the opportunity to actively engage with Iwi, Hapū, Marae and Hapori Māori, and that this is formally recognised and provided for at a strategic level. This will inform the ongoing delivery of work in the parks and open spaces area.

Environmental/Climate Change Impact and Considerations

Sustainable environments and biodiversity issues and opportunities have been identified as key priorities with issues such as climate change, biodiversity, water quality, being some of the top priorities identified as the Strategy was developed.

The Strategy includes the following draft goal: *'Healthy Resilient Parks' - to provide healthy and resilient parks and open spaces that support and enhance our district's biodiversity and heritage; and to deliver clean, safe spaces for our community to treasure and enjoy; to actively plan for climate change.'*

This is underpinned by the following three objectives:

1. A resilient parks and open spaces network that contributes to how our district responds to the impacts of climate change, including innovative solutions that deliver positive outcomes for water quality and quantity, and planting of more resilient vegetation types.
2. A parks and open spaces network that supports and nurtures the biodiversity of Masterton District.
3. A parks and open spaces network where our remnant native bush areas and natural heritage values are valued and protected.


As reserve management plans are developed this goal and objectives will be addressed on a site by site basis.

REPORT ON SUBMISSIONS

DRAFT PARKS AND OPEN SPACES STRATEGY

Prepared by: 
Stella Morgan
Sage Planning

Reviewed by: 
Jo Gillanders
Consultant Parks & Open Spaces

Approved for release by: 
Corin Haines
Acting Manager, Community Facilities
and Activities

Date: July 2021
File Ref: MDC21001
Status: Final

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1. INTRODUCTION AND OVERALL SUMMARY OF SUBMISSIONS

1.1. Purpose of Report

In 2020 Masterton District Council ('Council') developed a Draft Parks and Open Spaces Strategy ('POSS' or 'the Strategy'). In developing the Strategy, a number of stakeholder interviews were completed, and a stakeholder workshop and two hui with hapori Māori were held. The draft Strategy was adopted by Council on 3 February 2021. On 9 February this year (2021) it was notified on the Council website, and submissions were invited from the community. The closing date for submissions was 10 March 2021.

The purpose of this report is to summarise and analyse the submissions received to the Strategy and provide any recommendations to Council, including amending and finalising the Strategy.

The report is set out as follows:

- Section 1: Introduction and overall summary of submissions – This section summarises the strategy context, describes the submission process and summarises feedback at a high level.
- Sections 2 – 7: Topic feedback – These sections provide an overall summary of respondents indicated 'level of support' for each topic area, followed by a table setting out submission comments, a summary of key messages, a comment, and any recommended changes to the Strategy. Individual comments are colour coded to reflect the corresponding 'level of support' recorded for that comment.
- Section 8: Action – This section groups actions sought by submitters into common theme areas.
- Section 9: Who Responded – This section summarises respondents age, ethnicity and gender of respondents.

The two Appendices attached provide copies of:

- Appendix 1- Submission Form
- Appendix 2 -Full Submissions

1.2. The Strategy

The Strategy comprises three parts:

- **Part One: Context** – provides the background and the overall context, including the strategy purpose and approach; our current parks and open space network; its importance and benefits; things we need to think about; as well as issues, challenges and opportunities going forward.
- **Part Two: Our Strategy** – focuses on the content of the Strategy that sets out our strategic direction, outcome statement, guiding principles, goals and objectives.

- **Part Three: Implementation Plan** – sets out actions and timeframes for actions to guide the strategy implementation and associated work programmes. A working draft has been developed and was not notified with the draft Strategy.

The Strategy identified the following outcome for the district parks and open spaces *‘Our parks are healthy, resilient and connected; they enhance the wellbeing of our present and future communities and connect our people with nature’*. Achieving this outcome is an important part of delivering on Councils overarching wellbeing framework for social, cultural environmental and economic development as set out in the *‘My Masterton: Our People, Our Land / He Hiringa Tangata, He Hiringa Whenua’* document, with the following outcome.

Six principles and five key goal areas were identified:

Principles:

We are committed to providing a parks and open spaces network that:

1. Reflects ***mana whenua values***, including *kaitiakitanga* of the natural environment (e.g. land, water, flora and fauna) and *whakapapa* of the area, and recognises and provides for recreational and cultural opportunities to enhance Māori well-being.
2. Is based on ***strengthening and maintaining community relationships and partnerships*** that contribute to achieving community well-being and positive outcomes
3. Values, celebrates and protects our district’s ***identity and heritage*** acknowledging how we as a district change and evolve over time.
4. Provides opportunities for our community to ***connect with nature***, and a ***high level of access and opportunity*** to enjoy these spaces, through ***a variety of sporting and recreation activities***.
5. Comprises ***resilient, healthy spaces*** with sustainable environments that contribute to ***positive biodiversity outcomes*** for the district.
6. Is ***planned*** as an ***integrated and interconnected system***, with individual parks categorised and managed according to their purpose and function within the network; and is supported by effective pedestrian, cycling and ecological linkages.

Goals

Goal 1: Active Partnerships

Goal 2: Healthy Resilient Parks

Goal 3: Healthy People

Goal 4: A Strong Identity

Goal 5: Protected, Planned and Connected Parks

1.3. Submission Process

Submissions were invited electronically via Council's 'Objective' online database. In total fifty-eight submissions were received to the Draft Strategy.

A copy of the submission response form is attached in Appendix 1 and a copy of the full submissions received is attached in Appendix 2.

The submission form focussed feedback on each of the five goal areas, plus an additional question about overall support for the strategy. Two response options were available for each of these topics. The first invited submitters to indicate their level of support for each topic, choosing from one of the following:

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- Don't Know
- No response

The second response option provided opportunity to follow up with a comment.

The submission form also invited respondents to record their age, ethnicity and gender.

1.4. Overall Summary of Submission Responses

Overall, there was a high level of support for the Strategy, with a number of submissions providing context, information and views on individual council parks and open spaces. Key themes included:

- The importance of good water quality and quantity to our parks network and wider ecosystems, and the right vegetation in the right places. This includes protecting and enhancing the small areas of urban bush that remain, responding proactively to climate change, and in general enhancing the district biodiversity.
- Working with the community, including key stakeholders and residents, to get the right parks and open spaces provision in the right places.
- The need for looking after what we already have (with high levels of maintenance) and ensuring as Masterton develops, appropriate and quality new parks and open spaces are provided.
- Support for a connected network of trails and linkages that provide for safe off-road travel.

Many of the submitters also identified priority areas for them, and response to these will be more closely examined as part of developing an associated Strategy Implementation Plan, Reserve Management Plans, Asset Management Plans and through council's Long Term/ Annual Plan processes.

1.4.1 WHO RESPONDED?

Submitters were mainly older, New Zealand European and female. There were a small number of 20–35-year-olds who responded (6/58 respondents) and no responses from under 20 years-olds.

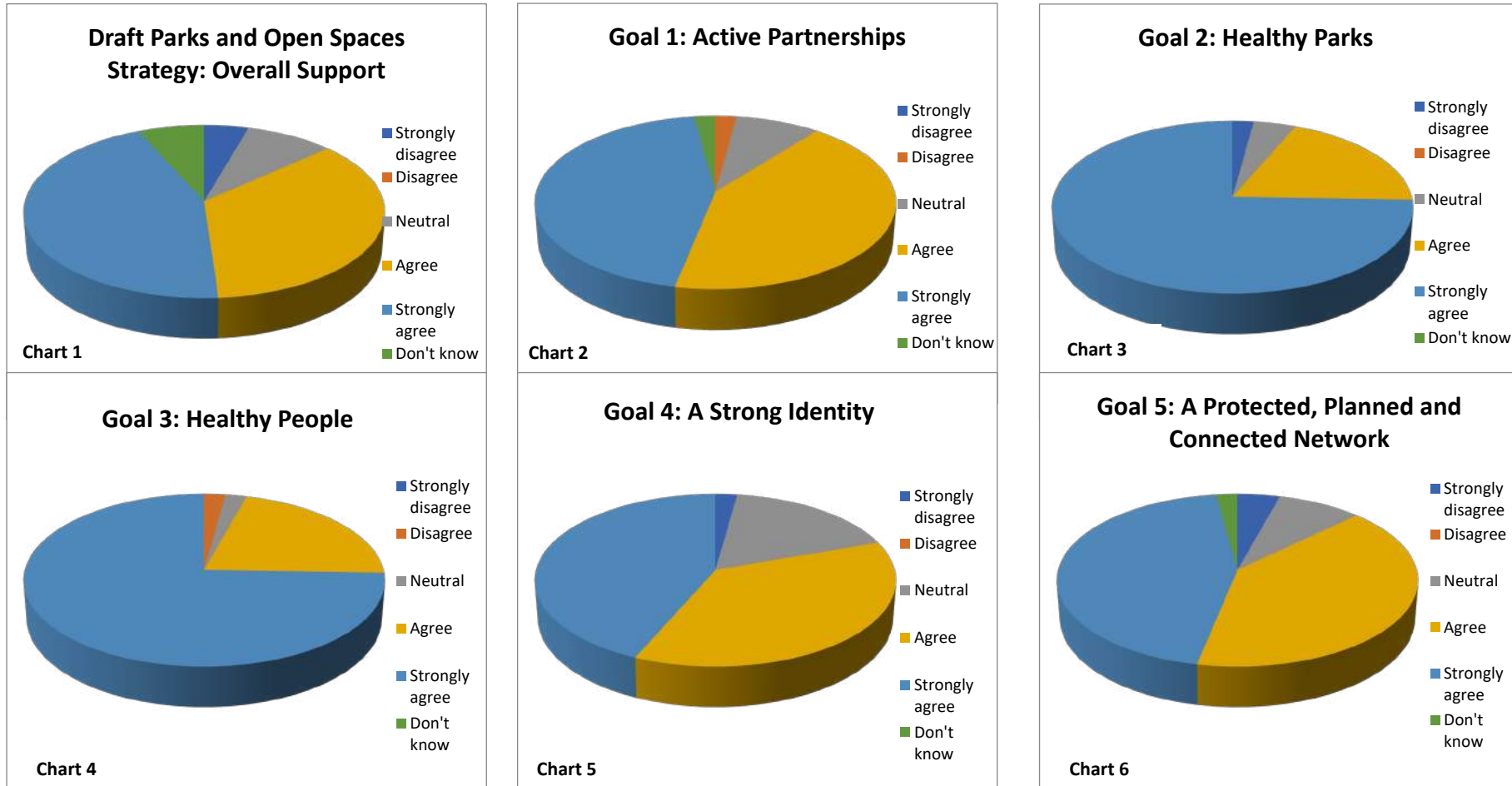
Two submissions were received from organisations, plus an additional three submissions on behalf of two community groups. The remaining submissions were from individuals. Organisations or groups that submitted included:

- Rangitāne Tū Mai Rā Trust (submission ID 87923)
- Regional Public Health, the Public Health Unit for the greater Wellington Region (submission ID 87926)
- Supporters of Solway Bush¹ (two submissions: ID 87920 and ID 87795)
- Waipoua Catchment Community Group² (submission ID 87832)

¹ This submission did not identify themselves as a group or organisation, but it is clear from their submission that they are representing a group of interested people

² This submission did not identify themselves as a group or organisation, but it is clear from their submission that they are representing Waipoua Catchment Community Group

1.4.2 LEVEL OF SUPPORT PER TOPIC AREA



These charts demonstrate that there is *a high level of overall support* for the Strategy. Chart 1 identifies 80% of respondents agreed or strongly agreed with the Strategy. Charts 3 and 4 demonstrate *particularly high levels of support* for *Goal 2 – Healthy Parks* and *Goal 3– Healthy People*.


1.4.3 COMMENTS SUMMARY PER TOPIC AREA

The following table provides an overall summary of number of responses and comments received per topic area, and an overall summary of comments received.

Topic	# of Responses & Comments	Summary of Key Messages for Topic	Recommended Response
<i>Overall Support for Strategy</i>	<p><u>Responses to this Topic</u></p> <p>20 strongly agreed / 16 agreed/ 4 neutral/ 0 disagreed/ 2 strongly disagreed/ 3 doesn't know/13 no response</p> <p><u>Comments on this Topic</u></p> <p>7/58 respondents provided comments on this question.</p>	<p>The submissions reflect a high level of overall support for the POSS.</p> <p>4 submitters wanted to see the POSS supported by action with specific actions being requested as follows:</p> <ul style="list-style-type: none"> • Clear provision for parks and reserves in areas where population increases are occurring(2) • Collaborative planning for the Waipoua River Management Area (1) • General improvements for biodiversity and connections across the network (1). <p>1 submitter wanted the needs of recreational fishermen noted in the POSS, and another was disappointed to not see any mention of families in the Strategy.</p> <p>1 submitter thought the plan was a Dreamland proposal and that nothing positive would happen as a result, and another proposed an alternative framework based on 'first principles' of public space submitting that the notion of open space was flawed.</p> <p>Regional Public Health also submitted in support for the Strategy and identified a number of additional practical tools and approaches to assist in implementing the strategy including:</p> <ul style="list-style-type: none"> • Health Equity Assessment Tool: a tool that aims to improve equity in health in New Zealand. It consists of a set of ten questions that assess the current and future impact of policies on health equity. https://www.health.govt.nz/system/files/documents/publications/health-equity-assessment-tool-guide.pdf • Health Promotion and Sustainability through Environmental Design: a planning guide developed by Christchurch City Council and Community and Public Health (Christchurch's Public Health Unit). Divided into 14 themes that identify the links between environmental design and community health and wellbeing. 	<p>An implementation plan was prepared as part of the draft POSS and has been completed taking into account the feedback from submissions. This Plan will help guide priorities going forwards and will be regularly updated. Whilst Council is not seeking public feedback on the Implementation Plan it will be seeking community input and feedback into its Reserve Management Plans as they are prepared and any major projects via the Annual and Long-Term Planning processes.</p> <p>An amendment has been made to the strategy document (p28) and to goal 3 – healthy people to acknowledge families (among other groups in the community).</p> <p>An amendment has been made to the strategy document in section 5.9 acknowledging the importance of park linkages for access to rivers for fishing, swimming etc.</p> <p>The submission from the Public Health Unit underpins the</p>

Topic	# of Responses & Comments	Summary of Key Messages for Topic	Recommended Response
		<p>https://www.ccc.govt.nz/assets/Documents/The-Rebuild/Strategic-Plans/hpstedqualitativeireview110519.pdf</p> <ul style="list-style-type: none"> • Integrated Planning Guide: also developed in Christchurch, originally focused on earthquake recovery, but updated in 2018 to focus on city planning more broadly. Presents targeted questions to encourage critical thinking and innovation. Presents a way of ensuring sustainability, resilience and health are integrated into planning, alongside social, environmental and economic outcomes. https://www.cph.co.nz/wp-content/uploads/IntegratedPlanningGuideV3.pdf • Healthy Built Environment Checklist: a practical tool developed by NSW Health to help deliver quality local environments needed for well-connected and liveable communities. https://www.health.nsw.gov.au/urbanhealth/Pages/healthy-built-enviro-check.aspx • In addition, you may like to consider different mechanisms to bring in public health expertise to Council e.g. to contribute to specific urban planning processes. <p>Their submission also included a graphic representation of how quality Open Spaces impact on wellbeing through social, economic, environmental and cultural factors³:</p>	<p>importance of open spaces to public health and the additional policy tools are noted.</p>

³ Regional Public Health (2010): healthy open spaces: a summary of the impact of open spaces on health and wellbeing, regional public health information paper March 2010, Lower Hutt. available here: <http://www.rph.org.nz/resources/publications/healthy-open-spaces-a-summary-of-the-impact-of-open-spaces-on-health-and-wellbeing.pdf>

Topic	# of Responses & Comments	Summary of Key Messages for Topic	Recommended Response
			
<p><i>Goal 1: Active Partnerships</i></p>	<p><u>Responses to this Topic</u></p> <p>21 strongly agreed / 20 agreed/ 4 neutral/ 1 disagreed/0 strongly disagreed/ 1 doesn't know/11 no response</p> <p><u>Comments on this Topic</u></p>	<p>There was a broad range of comments on this topic with several submitters identifying key partners (including sports and event organisers/ mobility impaired/ Waipoua Catchment Community Group).</p> <p>One submitter sought a further engagement goal providing for written terms of engagement and not just aspirational standards.</p> <p>4 submitters expressed some concern that mana whenua was getting special mention and not to forget the rest of the community or our pioneer history.</p> <p>2 submitters supported the importance of mana whenua partnerships, noting Masterton's poor performance in the past.</p>	<p>Identifying and working with key partners will be an ongoing action further addressed in the Implementation Plan.</p> <p>The development of Memorandums of Understanding's (MoU's) etc is an action that can also be reflected in the Implementation Plan.</p> <p>In Council's 2015-2025 Long Term Plan Council stated its commitment to engaging more effectively with</p>

Topic	# of Responses & Comments	Summary of Key Messages for Topic	Recommended Response
	17/58 respondents also provided comments on this goal.	One submitter also commented on the importance of noting families as a key part of the community.	<p>Iwi and Maori communities to achieve its goal of true partnership and greater co-governance across MDC's business activities. The history and stories of mana whenua are almost absent from Masterton's parks and open spaces. For these reasons, mana whenua is specifically noted as a key partner going forwards. This is not to diminish Council's relationship with other communities but to recognise the past imbalances and value the role and place of mana whenua within Masterton District.</p> <p>An additional paragraph has been added to the discussion in section 5.5.3 (page 28) to also reference the need to engage with the general community, including representatives of different demographic groups, families, and specific neighbourhoods. A small change to Goal 1.3 has also been recommended.</p>
<i>Goal 2: Healthy Resilient Parks</i>	<p><u>Responses to this Topic</u></p> <p>35 strongly agreed / 9 agreed/ 2 neutral/ 0 disagreed/ 1 strongly</p>	<p>Water management and water safety, wetland enhancement, tree planting, planting for shade, reducing carbon emissions, ecological corridors, management for climate resilience were all identified as important for the management of Councils parks and reserves network.</p> <p>Amend Goal 2 to also reference the importance of providing clean, safe spaces for the community.</p>	<p>These submissions support the direction promoted by the POSS to provide healthy parks and open spaces.</p>

Topic	# of Responses & Comments	Summary of Key Messages for Topic	Recommended Response
	<p>disagreed/ 0 doesn't know/11 no response</p> <p><u>Comments on this Topic</u></p> <p>17/58 respondents provided comments on this goal.</p>		<p>A number of changes have been made to strengthen Goal 2 to better reflect these submissions.</p> <p>The overall intent of this goal remains unchanged.</p>
<p><i>Goal 3: Healthy People</i></p>	<p><u>Responses to this Topic</u></p> <p>45 strongly agreed / 10 agreed/ 1 neutral/ 1 disagreed/ 0 strongly disagreed/ 0 doesn't know/11 no response</p> <p><u>Comments on this Topic</u></p> <p>20/58 respondents provided comments on this goal.</p>	<p>Comments supported the wide range of values that the district's parks and open spaces have in the community, including their value as:</p> <ul style="list-style-type: none"> • Active spaces for a variety of users • Places of sanctuary with benefits for mental health and wellbeing • Sportsgrounds <p>Comments also identified a need for:</p> <ul style="list-style-type: none"> • Accessible spaces for wheel-chairs people with prams etc • Holistic approach that combines grey, green, and blue infrastructure supporting better health and climate adaptation • A need to respond to emerging trends such as pandemic management e.g. provision of safe distancing recreation opportunities/ handwashing stations etc. • Quality accessible open spaces • Dog off lead spaced that has access to healthy water • Neighbourhood parks that meet the needs of their community • Access to rivers 	<p>Many of the matters identified in these comments will be addressed through Reserve Management Plans, Council's Annual Plan / Long Term Plan and operational decisions.</p> <p>However, a number of changes have been made to strengthen Goal 3 and also Goal 5 that respond to these comments.</p> <p>The overall intent of this goal remains unchanged.</p>
<p><i>Goal 4: A Strong Identity</i></p>	<p><u>Responses to this Topic</u></p> <p>20 strongly agreed / 17 agreed/ /8 neutral/ 0 disagreed/ 1 strongly</p>	<p>A number of submitters specifically supported the importance of celebrating the district's heritage, and the need for this to be told in an engaging way through the parks network.</p> <p>Native trees were also mentioned by two submitters as important to the district's identity. 1 submitter identified the need for five distinctive 'gateways' to Masterton</p>	<p>The Strategy identifies the opportunity for council parks and open spaces to play a stronger role in telling the stories and history of the district, and this is reflected in goal 4.1 (including minor amendments). How this occurs will</p>

Topic	# of Responses & Comments	Summary of Key Messages for Topic	Recommended Response
	<p>disagreed/ 0 doesn't know/12 no response</p> <p><u>Comments on this Topic</u></p> <p>16/58 respondents provided comments on this goal.</p>	<p>and a 'ring network' around the town providing for multiuse activities, and special events.</p> <p>Queen Elizabeth Park was referenced by a number of submitters as important to the town's identity. One submitter identified the importance of the town's historic cemetery (Archer Street) to the district's heritage and identity, and the need to care and maintain this site.</p>	<p>be further addressed as part of the work programme going forward with specific opportunities for the community to be involved as part of reserve management planning processes.</p> <p>Goals 4.2 specifically references the important role the district's flora and fauna plays in contributing to the town's identity. This encompasses both the important areas of remaining native bush, as well as the significant plantings from early European settler times.</p> <p>The importance of Queen Elizabeth Park is recognised in the POSS, and its identification as the town, district and regional premier park. Its role as premier park will be further in detail through reserve management planning for the Waipoua River Corridor Management Area.</p> <p>Goal 4.4 specifically recognises the importance of protecting and maintaining the district's closed cemeteries.</p> <p>The overall intent of this goal remains unchanged.</p>

Topic	# of Responses & Comments	Summary of Key Messages for Topic	Recommended Response
<p><i>Goal 5: Protected, Planned and Connected Parks</i></p>	<p><u>Responses to this Topic</u></p> <p>21 strongly agreed / 19 agreed / 14 neutral / 0 disagreed / 2 strongly disagreed / 1 doesn't know / 11 no response</p> <p><u>Comments on this Topic</u></p> <p>13/58 respondents provided comments on this goal.</p>	<p>One comment identified a need to understand the values of our different parks and open spaces and to better promote them to our community. Individual Park values will be identified as part of the reserve management planning process but the park category framework that has been applied to the urban parks and open spaces provides a high-level indication of key values of different parks within the network.</p> <p>A number of comments reflected support for the trail and network planning that is currently happening and the need for good maintenance of trails.</p> <p>Generally, the comments support the POSS network approach.</p>	<p>Minor changes are recommended to Goal 5.1 to include reference to the provision of safe access to the district's rivers and streams and other key areas of interest.</p> <p>The overall intent of this goal remains unchanged.</p>

1.4.4 DISAGREEMENT LEVELS AND REASONS

The percentage of respondents who disagreed or strongly disagreed with the strategy is low (8 responses overall), and reasons for this detailed below. No specific changes were sought through these comments and no changes have been recommended in response.

Disagree and Strongly Disagree - Reasons		
GOAL/TOPIC	DISAGREE - REASONS	STRONGLY - DISAGREE REASONS
Overall Support for Strategy		<ul style="list-style-type: none"> There is no link to the strategy to read it. It just says..... [insert link to strategy for online version of feedback form] -Where is this hosted? Can be a supporting document A Dreamland proposal based on some fantasy that MDC cares or has the will power to implement anything positive for the environment.
GOAL 1: Active Partnerships	Nil	Nil
GOAL 2: Healthy Parks	Nil	<ul style="list-style-type: none"> I believe that MDC shows no signs of supporting "healthy parks" or open spaces in Masterton now and cannot imagine any progress being made on this in the future.
GOAL 3: Healthy People	<ul style="list-style-type: none"> For the most part there is very little evidence to me of MDC supporting Healthy People, in this district There is a distinct representation and difference between the major facilities and the open spaces in suburban areas. In the latter cases, local communities should be encouraged to become involved in management to promote the inclusion of facilities appropriate for that community's use. the provision of user-friendly sport recreation and event facilities along with supporting infrastructure is essential for community welfare and development. 	Nil
GOAL 4: A Strong Identity	Nil	<ul style="list-style-type: none"> No evidence that anything healthy or bio-diverse, or ecological, or healthy environment is supported NOW.
GOAL 5: Protected, Planned and Connected Parks	<ul style="list-style-type: none"> No evidence of any positive action NOW. 	<ul style="list-style-type: none"> No evidence of any positive action NOW.

1.4.5 SUBMITTERS SUGGESTED ACTIONS

Respondents were invited to list three things that council could consider including in an action plan to give effect to the priorities of the Strategy. Feedback has been grouped under the following headings with the number of action responses noted in brackets:

- Park infrastructure /activities /programmes (24)
- Sustainable environment /biodiversity /healthy water /water allocation (18)
- Partnerships & community engagement (18)
- Safety & accessibility (13)
- Connections (12)
- Park maintenance & management (8)
- Future provision for growth (7)
- Parks and open space planning (5)
- Financial priorities & funding (4)
- Other priorities more important (4)

Respondents were not asked to rank their priorities, so while the number of responses on a particular topic do not suggest a priority order, they do provide helpful on issues of interest to the community information, to guide staff in progressing the Implementation Plan.

Going forwards Council will need to think about how it engages more broadly with the community to ensure diverse views are reflected and provision meets community needs.

1.4.6 RECOMMENDED CHANGES TO STRATEGY

Overall, submissions were supportive of the Strategy and provided context and views on matters of importance to council parks and open spaces. Many of the submitters identified priority areas for them, and response to these will be more closely examined as part of developing an associated Implementation Plan, Reserve Management Plans, Asset Management Plans, and council's Long Term/ Annual Plan processes.

Some minor changes to the Parks and Open Spaces Strategy are recommended. These amendments do not change the intent of the Strategy and include updating data/content and/or making factual corrections.

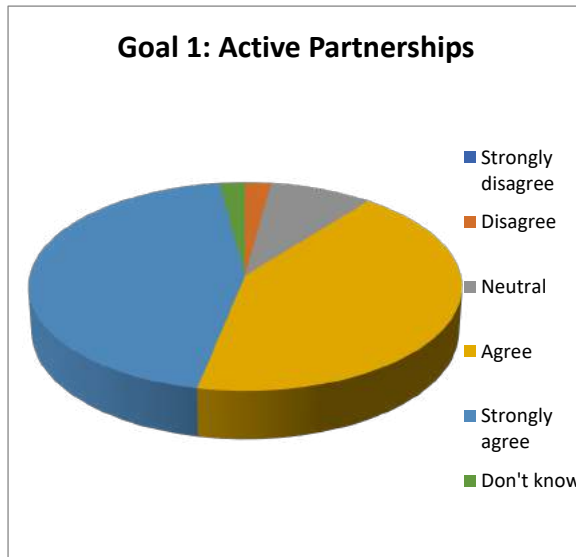
In summary recommended changes include:

- i. Appending a list of Te Reo terms with translations
- ii. Amendment to section 5.5.3 to add a further paragraph about the importance of community engagement going forwards with different demographic groups, families and specific neighbourhoods. (Refer page 28 of amended Strategy)
- iii. Amendment to Section 5.9 to include reference to access to rivers for fishing activities (among other things). (Refer page 33 of amended Strategy)
- iv. Amendment to page 35 to include a reference to Council's commitment to working with local Māori in MDC's decision-making processes
- v. Amendment to Goal 1.2 to include reference to involving and supporting the wider community. (Refer Page 37 of amended Strategy)
- vi. Amendment to Goal 2 to include reference to delivering 'clean, safe spaces for our community to treasure and enjoy' (Refer Page 37 of amended Strategy)
- vii. Amendment to Goal 2.1 to specifically reference innovative solutions to deliver positive outcomes for water quality and quantity. (Refer Page 37 of amended Strategy)
- viii. Amendment to Goal 2.3 to specifically include reference to valuing and protecting our remnant bush. (Refer Page 37 of amended Strategy)
- ix. Minor wording changes to goal 3.1 and 3.4 to clarify the diverse needs of our community and the need to provide access for those with impaired mobility. (Refer Page 37 of amended Strategy)
- x. Minor wording changes to Goal 4.1, 4.2 and 4.3 to clarify/ strengthen the important role parks and open spaces play in telling the districts unique heritage stories. (Refer page 37 of amended Strategy)
- xi. Minor wording changes to Goal 4.6 to include reference to the need to provide safe access to the district's rivers, streams and other key areas of interest. (Refer page 37 of amended Strategy).

2. GOAL 1: ACTIVE PARTNERSHIPS

Goal 1: Active Partnerships - To strengthen and maintain active partnerships with mana whenua, strategic partners, community stakeholders and volunteers, to provide a vibrant, inclusive network.

2.1. Summary



17/58 responses also offered comments on this goal.

2.2. Submissions Analysis and Recommended Response

TABLE 1: ACTIVE PARTNERSHIPS						
SUBMISSION		KEY MESSAGES		COMMENT		RECOMMENDED CHANGES TO STRATEGY
STRONGLY AGREE						
Masterton has a lot on offer already in the way of parks and open spaces. They just need to be upgraded and made more appealing.		Upgrade and improve existing parks.		The strategy focusses on engagement with local community and upgrades will be dealt with through operational business (business as usual), Reserve Management Plans and/or Asset Management Plans. No specific change to Strategy requested.		No recommendation.
The land cannot be owned, but its stewardship was taken (illegally and unethically) by the Crown a long time ago...the least we can do now - and in respect of the Treaty signed by Crown in 1840 - is treat Mana Whenua as a Key Player in decision making for the lands which house and provide for many whānau Māori here in Wairarapa.		Mana whenua must be involved as they are a key player in decision making for lands.		The Strategy focusses on building relationship with mana whenua in recognition of Council's commitment to engaging more effectively with iwi and Māori communities to achieve its goal of true partnership and greater co-governance across MDC's business activities. For these reasons, mana whenua is specifically noted as a key partner going forwards. This is not to diminish Council's relationship with other communities but to recognise the past imbalances and value the role and place of mana whenua within Masterton District.		No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 1: ACTIVE PARTNERSHIPS				
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY	TO
		No specific change to Strategy requested.		
Sporting and event organisers also need to be included to establish any specific requirements in space layout and access. Another group that must be consulted is the mobility impaired.	Engage with sporting and event organisers. Consult with mobility impaired.	The Strategy focusses on building relationships with local groups and acknowledges the need to provide appropriate spaces for (among other things) sporting events and accessible spaces. How partnerships are advanced will be further developed through the Implementation Plan and Reserve Management Plans. No specific change to Strategy requested.	No recommendation.	
It is essential to recognise partnership with mana whenua so that the true history of the land can be told. The Kaikoura Restoration is an excellent example of a natural incorporation of mana whenua history and present expression of tikanga. As you drive down that Coast the stopping points are exceptionally well planned and laid out with tasteful and artistically designed cultural information speaking to the public. The strategy outlines many issues that need to be thoroughly and correctly incorporated into the natural landscape of our open	Must recognise partnership with mana whenua. Kaikoura Restoration is an excellent example of how this works. Supports a planned network and though consultation with the community.	As noted above the Strategy recognises the importance of building active relationships with mana whenua. No specific change to Strategy requested.	No recommendation.	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 1: ACTIVE PARTNERSHIPS						
SUBMISSION	KEY MESSAGES			COMMENT	RECOMMENDED CHANGES TO STRATEGY	TO
spaces and parks. Thorough investigation and reports need to be provided by regional and Government authorities related to sports areas, general open spaces, recreational trails and playgrounds. These all need to be included in a planned Network. It will require much consultation with the Community Schools and private providers need to be included and there must be an openness by them to become part of this Network. We must plan and work together for the benefit of the entire community especially as the population increases and needs change.						
The Waipoua Catchment Community Group is very supportive of this goal. We would welcome the opportunity to work with collaboratively with MDC in developing an action plan for the Waipoua River Management Area.	Invitation to work with Waipoua Catchment Community Group on the Waipoua River Management Area.			This Group is noted as a key partner for the planning and development of public open space along the Waipoua River, which is recognised in the Strategy as a key priority area requiring an integrated Reserve Management Plan for the Waipoua River corridor. No specific change to Strategy requested.	No recommendation.	
You're working with mana whenua so poorly that you still haven't completed essential maintenance work on the Peace monument. Perhaps the 3rd attempt	Improve current public relations with the community including mana whenua.			The Strategy focusses on building relationship with mana whenua in line with council priority.	No recommendation.	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 1: ACTIVE PARTNERSHIPS						
SUBMISSION	KEY MESSAGES			COMMENT	RECOMMENDED CHANGES TO STRATEGY	TO
may complete the job? Rusting steel work is indicative of an inferred insult to the subject. This is yet another example of grossly inadequate Park's admin. Whose public relationships urgently need improvement by the appointment of a well-mannered pleasant, personally secure, professional well qualified person. Ignorance, arrogance and dominance are NOT acceptable methods of interacting with the citizens in tears are unhappy people! and staff simply move on.	Do a better job with existing assets.			It also seeks to guide current and future operations and development of the Parks network in a considered and systematic way. No specific change to Strategy requested.		
AGREE						
It is important that not only mana whenua are consulted and considered a partner, but also the descendants of the pioneers and settlers who worked hard to provide the town we have today, remembering that our history is a fabric knit with the hard work of the native people and the pioneers.	In addition to mana whenua, don't forget our pioneers and settlers who worked to provide the town we have today.			The Strategy focusses on building relationship with mana whenua as well as the wider community. Settler history and the character of the town is also recognised in the Strategy and will continue to be reflected in management planning going forwards. No specific change to Strategy requested.	No recommendation.	
Money goes further if in combination with other partners.	Support for funding partnerships.			The Strategy acknowledges the need to work in partnership and coordinate effort and funding. This will be further	No recommendation.	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 1: ACTIVE PARTNERSHIPS				
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY	TO
		addressed through the Implementation Plan. No specific change to Strategy requested.		
I only support active partnerships if they are quick, effective and result in developments (e.g. parks) occurring in shorter timeframes than one year. Partnerships need to be appropriately resourced to function effectively.	Partnership that are quick effective and result in outcomes. Partnerships need to be appropriately resourced to function effectively.	The Strategy promotes working effectively and efficiently with partner groups. Resourcing will be considered as part of the Implementation Plan. No specific change to Strategy requested.	No recommendation.	
Cooperation is the key to involving the community, getting their verbal and physical support and utilising local knowledge. Any development in coastal areas should take into account projected climate change responses such as sea level rises.	Community cooperation is the key. Coastal areas need to consider climate change responses.	The Strategy promotes stakeholder and community engagement as a core goal area. No specific change to Strategy requested.	No recommendation.	
I agree with the principle of 'active partnerships' - of course. But realistically, the value of input from various groups/individuals varies greatly depending on the extent to their real grasp of the issues. Section 1.5 of this consultation document canvasses these complex issues superbly. Fascinating. What I'm	Council needs to make decisions taking into account the needs of the community.	The Strategy promotes stakeholder and community engagement as a core goal area as part of its decision-making processes. No specific change to Strategy requested.	No recommendation.	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 1: ACTIVE PARTNERSHIPS			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
getting at is that in many cases, the Council's own parks and open spaces team will be best placed to make good decisions - while being open to others' views where these would provide a genuine improvement.			
NEUTRAL			
I don't know what mana whenua is and what is other open space providers?		Need to provide translation of Te Reo terms.	Include a list of translations in the Strategy.
DON'T KNOW			
I find it interesting that mana whenua is mentioned on its own in the first sentence then the rest in the second sentence. I trust that all needs are addressed equally.	Address all needs equally.	The Strategy focusses on building relationship with mana whenua in recognition of Council's commitment to engaging more effectively with iwi and Māori communities to achieve its goal of true partnership and greater co-governance across MDC's business activities. For these reasons, mana whenua is specifically noted as a key partner going forwards. This is not to diminish Council's relationship with other communities but to recognise the past imbalances and value the role and place of mana whenua within Masterton District.	No response required.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

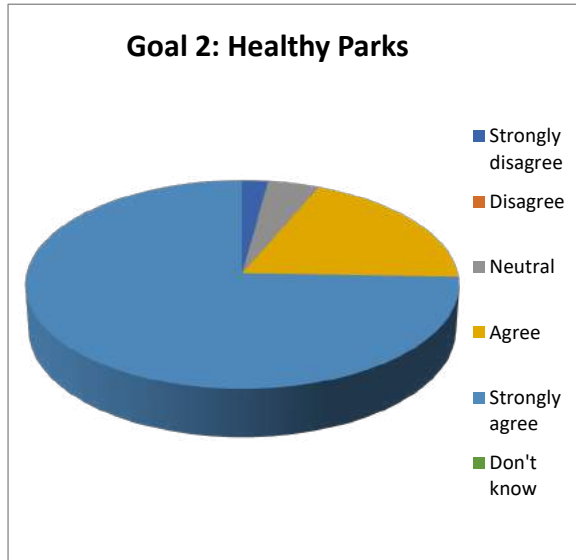
TABLE 1: ACTIVE PARTNERSHIPS				
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY	TO
		No specific change to Strategy requested.		

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

3. GOAL 2: HEALTHY RESILIENT PARKS

Goal 2: Healthy Resilient Parks - To provide healthy and resilient parks and open spaces that support and enhance our district's biodiversity and natural heritage and actively plan for climate change.

3.1. Summary



17/58 responses also offered comments on this goal.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

3.2. Submission Analysis and Recommended Response

TABLE 2: HEALTHY RESILIENT PARKS			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
STRONGLY AGREE			
<p>One of the reasons we moved from the city to Wairarapa 12 years ago was for big open spaces that enabled our four sons to grow up with plenty of opportunity to be active with sport and activities without having to be bundled into a car and taken somewhere; or for there to be safety issues because spaces are tucked out of sight and its simply not safe to leave kids to play on their own. Masterton has delivered on this really well for our children. I feel though that Covid lockdown showed we're a bit more limited with options for off-street walking as adults (unless driving to Lake Henley and then enjoying that fabulous environment). Also, I wouldn't want to see 'sustainable environments' meaning that all exotic trees get replaced by natives. We need both because the variety is stunning. We've seen Tui absolutely thriving in our blue gum, so I no longer share a narrow focus on natives at the expense of diversity.</p>	<p>Masterton a good family environment.</p> <p>Options for off street walking are supported.</p> <p>We need exotic as well as native planting, don't focus on natives at the expense of diversity.</p>	<p>The Strategy acknowledges the importance of protecting and acknowledging both its heritage trees (exotic) and remaining / regenerating stands of indigenous vegetation. The value of each of these will vary across the open space network and this will be further addressed in Reserve Management Plans.</p> <p>The Strategy aligns with the draft Five Towns Trail Network Master Plan recognising the importance of strategic linkages.</p> <p>No specific change to Strategy requested.</p>	No recommendation.
<p>Globally, the push for sustainable transportation systems has for several years been most associated with climate change and air quality mitigation strategies. This is based on an understanding that motor vehicles are a notable contributor of greenhouse gas (GHG) emissions and other</p>	<p>Supports sustainable transportation to and encourage our parks network to provide for walking and cycling.</p> <p>Develop resilient green infrastructure to help manage stormwater, improve</p>	<p>Environmental sustainability is a key element of this goal, and the network approach promotes a connected open space system.</p> <p>No specific change to Strategy requested.</p>	No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 2: HEALTHY RESILIENT PARKS			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
<p>pollutants. Reducing the use of private cars, adding charging stations for electric cars adjacent to recreational open spaces, so that carbon emissions will be reduced, and encouraged pedestrians and cyclists by increasing their area of access across the urban boundary. It is important to develop a resilient green infrastructure network that can help manage stormwater, improve air, and water quality, reduce flood risk, and mitigate climate change. A successful strategy needs to identify areas to target revegetation and ecological restoration initiatives with a focus on enhancing waterways and streams, wetlands, and other native reserves. Having a connected system of green areas. This system is more useful than scattered parks, and it means to have a network of different scales and uses parks through which residents and wildlife can move easier without encountering barriers such as busy urban roads.</p>	<p>air and water quality, reduce flood risk and mitigate climate change.</p> <p>Our green areas need to be a connected system providing for residents and wildlife to easily move through.</p>		
<p>The small remnants of original bush, urban projects such as the Millennium Reserve, undeveloped MDC land must all be protected and enhanced by careful maintenance, water resource protection and ongoing monitoring for increased biodiversity, educational pursuits, and recreation. The priority must be indigenous biodiversity. Residents in all areas of the town must be included in planning and upkeep of</p>	<p>Protect our remnants of original bush through careful management and maintenance.</p> <p>Work together with the community to achieve this.</p>	<p>The Strategy recognises the importance of protecting our remaining areas of original bush with many of these areas identified as 'recreational and ecological links' in the parks category system that has been applied to the network.</p> <p>Goal 2.3 specifically identifies the need to value and protect our natural heritage.</p>	<p>Amendment to Goal 2.3.</p>

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 2: HEALTHY RESILIENT PARKS

SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
<p>these precious resources. There is much potential particularly in the South Solway area for an ecological and recreational corridor. The corridor naturally exists as follows: From: Solway Primary School donated access through an Edwin Feist Place commercial property to William Donald Drive Reserve where a pathway and signage will provide historical and ecological information to the public. Walkway along planted east side of WD Drive MDC link to signed entrance to Solway Bush with upgraded, accessible boardwalks and pathways exiting at Solway Bush/Pragnall St extension along Pragnall St to Solway Showgrounds Bush which will have accessible pathways and educational/recreational opportunities proved by collaborating groups Pathway through to York St Walk to Millennium Reserve. The connection with surrounding local schools can be encouraged. This corridor and opportunity, needs serious immediate commitment as the need to these areas to be opened up and maintained safely.</p>	<p>Much potential in the South Solway area. Include the schools to achieve this.</p> <p>Benefits our community, our environment and enhances biodiversity.</p>	<p>The protection and management of these spaces will be further addressed through Reserve Management Plans.</p> <p>No specific change to Strategy requested.</p>	
<p>Masterton District Council (and the Wairarapa councils as a collective group) need far far better water management before they can consider they are providing healthy and resilient parks and open spaces that support and enhance our District's biodiversity and natural heritage. Water management needs to be a main priority, otherwise all is wasted money.</p>	<p>Better water management is a priority for MDC if healthy and resilient parks are to be provided.</p>	<p>Water management is noted as a key issue in the Strategy and Council will need to address this through the Implementation Plan and Reserve Management Plans. Water take for Henley Lake and Queen Elizabeth Park</p>	<p>No recommendation.</p>

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 2: HEALTHY RESILIENT PARKS			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
We are blessed with abundant rainfall in the district, and this is a fact that has been so since humans have lived in the Wairarapa valley. Why then do we let it all run back out to sea, and then wring our hands and complain when the river levels drop in mid-summer. This is an easy fix team! Let's get some action happening! Work together for the good of our community please!		are also matters currently under consideration by Council. No specific change to Strategy requested.	
Obviously very desirable to provide health enhancing open spaces and parks for everyone to use and enjoy	-	No specific change to Strategy requested	No recommendation.
Masterton is in a unique location with access to the Tararuas. We should be part of a bird corridor for our native species to and from the Tararua Regional Park. Our town should be aiming for open spaces trees to give its residents and native fauna a good quality of life. Currently if you live on the west side of town park areas and accessible reserves with trees are minimal. This is poor planning considering the large number of housing developments underway and planned.	Consider bird corridors linking with Tararua's. Open spaces with trees are needed as out town grows. West side has a shortage.	The Strategy advocates an approach that seeks to ensure sufficient quality park space is provided in appropriate areas, particularly as the town grows (this is reflected in goal 3.1 and 3.3). Recreational and ecological linkages have been identified in the urban area, but at this stage not the rural areas. This could be a partnership opportunity that Council may wish to support in the future. No specific change to Strategy requested.	No recommendation.
QE park and Henley Lake are great assets and need to be maintained and improved.	Look after our native and exotic trees QEII Parks and Henley Lake.	These issues have been identified in the Strategy and will be addressed in more	Refer amendments to Goal 2.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 2: HEALTHY RESILIENT PARKS				
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY	
<p>We have a mixture and NZ native and mainly English trees in these parks, should consideration be made for planting Asian and Pacific trees, where they will survive in our climate. Any new plantings need to be maintained until they establish. The recent Oak plantings at Henley Lake look decidedly sick in the current dry spell. Provision of water for QE Park Lake and Henley Lake needs to be assured, and a decision made as to whether the proposed wetlands at Henley Lake can receive sufficient water to be developed as a wetland. If not a new plan for the area needs to be developed.</p>	<p>Take into account climate change in our plantings.</p> <p>Make a decision about proposed wetlands in Henley Lake. If there is not enough water develop a new plan.</p>	<p>detail through Reserve Management Plans.</p> <p>The future of Henley Lake wetlands will be addressed through resource consent processes and a Waipoua River Corridor Management Plan.</p> <p>Whilst no specific change to the Strategy requested the recommended changes to Goal 2 further clarify the need for innovative water and planting solutions to respond to the challenge of climate change.</p>		
<p>I'd value a very strong, explicit acknowledgement of the role that parks and reserves (and trees also - even street trees) have to play in regard to climate action.</p>	<p>Include explicit acknowledgement of the role parks and reserves play in regard to climate action.</p>	<p>It is acknowledged that council parks and open spaces have a key role to play in responding to climate change and this is reflected as a key issue in the Strategy and within this Goal. Further detail as to what this means for individual parks and open spaces will be addressed through Reserve Management Plans.</p> <p>Explicit acknowledgement of the role parks and reserves play in regard to climate action requested. The need to actively plan for climate change has been itemised separately in the Goal explanation.</p>	<p>Minor change to goal 2 explanation to emphasise the need to actively plan for climate change.</p>	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 2: HEALTHY RESILIENT PARKS			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
It is encouraging to see that healthy and sustainable environments are a key goal of this strategy. This goal aligns very well with the values of the Waipoua Catchment Community Group.	Aligns with values of the Waipoua Catchment Community Group.	As noted above, the planning and development of public open space along the Waipoua River, is recognised in the Strategy as a key priority area requiring an integrated Reserve Management Plan for the Waipoua River corridor. No specific change to Strategy requested.	No recommendation.
Rivers, streams, and lakes must be safe for children and animals to play and young people to swim. No pollution.	Supports safe and swimmable rivers, streams and lakes for children and animals.	This comment is consistent with the approach of the Strategy. Whilst no specific change to the Strategy has been requested some additional wording has been proposed to Goal 2 reflecting the importance of providing clean safe spaces for the community.	Amendment to Goal 2 to also reference the importance of providing clean safe spaces for the community.
This section is pointless - how could anyone desire an unsustainable and unhealthy open space? It appears designed to make someone feel good by agreement. Your use of the term resilient is both inappropriate and somewhat vexatious and I fear just a little fashionable. The enhancement of biodiversity in the district is interesting - it is in many instances a monocultural biota that doesn't diversify anything much. A serious diversification of exotic plant	Pointless section as this should be a given. Use of the term 'resilient' is inappropriate, vexatious, and just a little fashionable. Serious diversification of exotic plant species is needed.	Appropriate environmental responsibilities are matters that need continuous consideration within open space environments as these spaces can have an important role in Council's response to climate change. Resilience is a key term in current use, and it is appropriate to use it in the Strategy.	No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 2: HEALTHY RESILIENT PARKS			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
species is indeed something Council could take in hand - the sooner the better for obvious reasons.		Planting for specific parks will be addressed as part of the reserve management planning process. No specific change to Strategy requested.	
AGREE			
These need to be active spaces that can be used sustainably by a variety of users. It is important that the health of the water is maintained and protected to provide water based activities and a clean, attractive environment for the community to engage with. I would like to see more active wildlife management at Henley Lake, as the duck excrement on park/picnic tables in revolting and also around the paths. This can be achieved without the need for culls, but perhaps active bird scaring strategies to help keep populations in check.	Spaces need to be active spaces used sustainably by a variety of users. Supports healthy waterways. Better wildlife management needed at Henley Lake.	No specific change to Strategy requested, although changes to Goal 2 now specifically references the importance of water quality and quantity. The management of wildlife at Henley Lake is noted and will be addressed through operational requirements.	Amendment to Goal 2 referencing the need for innovative solutions to water quantity and quality.
Healthy parks should involve active tree planting for future shade for our longer hotter summers to come. Not just pruning back and cutting down to make more open spaces. Toilets at the Archer Street cemetery would keep things healthier. Instead of getting in a car to drive to Dixon Street too far for elderly to walk from the cemetery to the nearest loos! During a service on whenever walking around enjoying the shade! (of those beautiful old trees)	Shade planting needed. Toilets at Archer Street Cemetery needed.	These are operational matters that can be considered through Reserve Management Planning and /or action plans. No specific change to Strategy requested.	No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

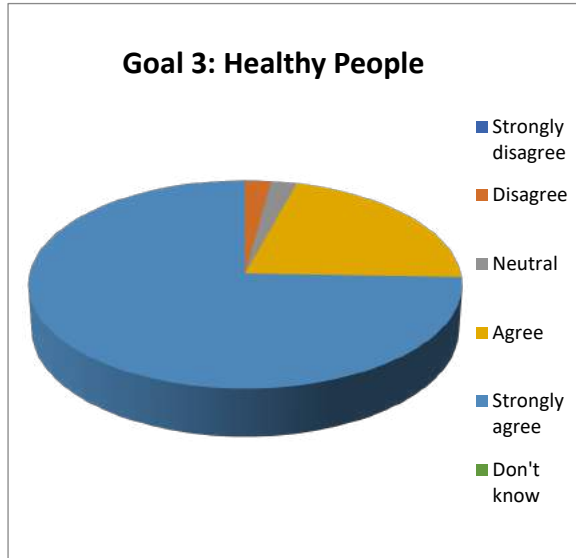
TABLE 2: HEALTHY RESILIENT PARKS			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
NEUTRAL			
- In the promotion of biodiversity priority must be directed toward endemic species located in natural surroundings. Wetland species do not occur in dry land. - The introduction of indigenous species to promote indigenous Juana on specimen plants or for aesthetic purposes is supported. Exotic species are overly dominant.	Endemic species in natural surrounding is a priority. Water management needed for healthy wetlands. Use of indigenous species supported. Exotic species are overly dominant.	These comments are consistent with the POSS approach which adopts a network planning approach based on respective park valued. These matters will also be further considered through the reserve management planning process. No specific change to Strategy requested.	No recommendation.
STRONGLY DISAGREE			
I believe that MDC shows NO signs of supporting "Healthy Parks" or open spaces in Masterton NOW and cannot imagine any progress being made on this in the future.	MDC unlikely to progress this now or in the future.	No specific change to Strategy requested.	No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

4. GOAL 3: HEALTHY PEOPLE

Goal 3: Healthy People - To provide quality parks and open spaces that offer choice, are accessible and meet community needs; and connect our people with nature.

4.1. Summary



20/58 responses also offered comments on this goal.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

4.2. Submission Analysis and Recommended Response

TABLE 3: HEALTHY PEOPLE				
	SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
	STRONGLY AGREE			
	I feel you could go one step further and not just provide the parks and sporting fields for people to use, it would be great to see an adult version of a playground, with fitness equipment that people could use. This can be just bars which people can use their own body weight with, as I feel that things may go missing if they are not concreted in! However I would really like to stand corrected! Outdoor fitness activities run by a council or community group would be fantastic too!	Adult playgrounds needed. Outdoor fitness activities would be great too.	Council has completed a condition. assessment of its playgrounds many of which are needing major upgrading or replacement within the short to medium term. As part of this Council will consult with the local communities in which they are located to better understand what provision is best suited to the area. No specific change to Strategy requested.	No recommendation.
	Personally our local parks and reserves have become a sanctuary as I've got older and returned to working from home; and therefore needed to get out and walk and breathe and enjoy our space. I've traditionally thought about such spaces for our kids as a priority but now believe these spaces are just as critical for us from a mental wellness angle too.	Outdoor spaces for older people also important.	The Strategy acknowledges Masterton's ageing demographic and the need to take this into account in its parks planning and provision. No specific change to Strategy requested.	No recommendation.
	Having a range of quality sports fields is integral to enabling all those in the community to participate at some level. Important to provide some green space where people with disability can also access nature. Wheelchair access is not always easy but some of the parks like Henley Lake etc. Certainly meet this and	Quality accessible sports fields are important. Accessible spaces for people with disabilities also important.	The Strategy identifies accessibility for people with disabilities as an issue and this will be a matter addressed through asset renewals, upgrades, and Reserve Management Plans.	No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 3: HEALTHY PEOPLE			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
the chain of walkways linking around Opaki/Lansdowne and through to QE2 Park		The network approach will help in ensuring a range of opportunities including sports fields are provided in the right places. No specific change to Strategy requested.	
Access to outdoor parks and green areas is a human need that reduces stress and improves physical, psychological, and mental health. Maintaining safe use of green areas is a challenge. Recent events call for a more holistic approach to planning that combines grey, green, and blue infrastructure, supports better health, better water management and climate adaptation. Some fairly minor improvements can be added to enhance public health, such as the inclusion of new elements in the landscape, for example: temporary handwashing stations which can become a public culture. Designers may need to create more spaces and practices for individual use in planning green areas such as expanding exercise opportunity like running tracks, placement of seating for recovery and the infirm and leaving safe social distancing.	Access to parks and open spaces is a human need. Maintaining their safe use is a challenge. Need to combine grey, green, and blue infrastructure to support better health water management and climate adaptation. Design should consider public health enhancements including and providing for activities that can accommodate safe social distancing.	The Strategy acknowledges these issues and will become more of a focus across the network as Reserve Management Plans are completed and implemented. No specific change to Strategy requested.	No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 3: HEALTHY PEOPLE			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
<p>I can't stress more highly the need for a quality parks and open spaces network that offers choice, is accessible and meets community needs. The buffer plan shows clearly the lack of spaces in the Masterton East area.</p> <p>There is only one dog exercise area currently mentioned in the Values Plan. There needs to be a priority placed on developing undeveloped areas for such exercise areas. Think of Sparks Park in Carterton. That Park is not exclusively a dog exercise area, but it has been carefully and willingly developed to where it is a much used area that seems to be very well cared for with good fencing and is becoming a much loved place for exciting and friendly recreational activity that includes dogs. This is an essential and definitely provides a healthy play area for people and dogs. There is no such place in Masterton except for the Waipoua River area but that is not always possible to use because of flooding and inaccessibility. Christchurch has plenty of land for such recreational spaces, but they have also made it a priority to provide these well-planned areas that meet community needs.</p> <p>Schools have excellent play areas and open spaces and there is a need for them to be safely opened up for more public use. We are never really sure if we should be going into some of the schools and yet they</p>	<p>Need quality parks that provide choice, are accessible and meet community need.</p> <p>Masterton East lacks in open space provision.</p> <p>Utilising undeveloped areas for dog exercise should be a priority.</p> <p>Sparks Park Carterton a good example.</p> <p>Access to school spaces is needed (currently not clear if you're allowed to access them or not).</p> <p>Existing playgrounds are old boring and often in bare areas. Trees, shade, picnic areas, seating and activities for different age groups are needed.</p>	<p>The Strategy advocates an approach that seeks to ensure sufficient quality park space is provided in appropriate areas and that decision are made based on the whole of the network.</p> <p>As identified above, a parks audit has been completed and upgrades and maintenance to most of the playgrounds is programmed for the shorter to medium term.</p> <p>Partnering with schools and other open space providers is a key goal of this strategy (refer goal 1.2).</p> <p>No specific change to Strategy requested.</p>	<p>No recommendation.</p>

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 3: HEALTHY PEOPLE			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
<p>are perfect for out of school use. There needs to be investigation by experts with the community, into other towns' use of these areas, how they are developed and maintained. Beyond that even, to what happens in other countries.</p> <p>Some of the very small play areas in Masterton are never visited because of aging play equipment, boring activities and are often on quite bare areas of land. Trees, shade, picnic areas, seating, activities for different age groups, safely fenced areas are all needed.</p> <p>Carterton Park is an excellent example where the Council has carefully thought of placement, variety, space and needs. Featherston has done well, too.</p>			
<p>I hope your survey is going to ask what facilities communities would like to see in their neighbourhoods.</p>	<p>Need to ask communities what they would like to see in their neighbourhoods.</p>	<p>Community engagement and working with communities is a focus of this Strategy Engagement with specific communities is anticipated as reserve management plans are developed.</p> <p>Whilst no specific change to the Strategy is requested, the proposed amendment to goal 1.3 reinforces the importance of working with communities.</p>	<p>Minor change to goal 3.1 to also reference involving the broader community.</p>

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 3: HEALTHY PEOPLE				
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY	
It is disappointing to see the lack of mention of the families and youth in the MDC Draft Parks and Open Spaces Strategy. I would like to suggest the most important point to promote healthy people is a healthy family unit. Parks and open spaces have a huge impact on this - you only have to have a look at the main users of the parks and open spaces we have currently to see who the main users are. Families are the backbone of our society and having a great network of parks and trials which promote family time needs to be supported and actively encouraged. Without a strong sense of family our region and society will be soon lost.	Need to mention families and youth in the Strategy. Promoting healthy family unit is the most important point for promoting healthy people.	The need to take into account changing demographics including youth is identified in the strategy document, and a further paragraph including reference to families has been included on page 28. Whilst no specific change to the Strategy is requested, the amendment to goal 1.3 reinforces the importance of working with communities.	Additional paragraph included on page 28 of strategy document and revised wording for goal 3.1.	
Accessibility is vitally important. Henley Lake is a good example in having two car parks and enabling less mobile and elderly residents' easy access to the facility.	Accessibility for less mobile and elderly residents is important.	The Strategy identifies accessibility for people with disabilities as an issue and this will be a matter addressed through asset renewals, upgrades, and Reserve Management Plans. Whilst no specific change to the Strategy is requested a minor change to goal 4 has reinforced the need to provide accessibility for the mobility impaired.	Revised wording for goal 3.4.	
More parks and trees on the periphery of town are needed, especially towards the Tararua's that are within safe walking / cycling distances for residents.	More parks and trees are needed on periphery of town.	The Strategy advocates an approach that seek to ensure sufficient quality	No recommendation.	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 3: HEALTHY PEOPLE				
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY	
		<p>park space is provided in appropriate areas.</p> <p>No specific change to Strategy requested.</p>		
When you say open space can we assume there will be some planting and nature values other than grass as part of those open spaces that are within 10 mins walk of their home?	Open space with nature values within 10 mins walks of home is needed.	<p>Neighbourhood Park provision analysis has been provided in the Strategy that identifies the gaps and opportunities to ensure sufficient open space is provided into the future.</p> <p>No specific change to Strategy requested.</p>	No recommendation.	
AGREE				
Dogs (only mentioned 2x in your draft for parks booklet) they play a large role in the happiness and wellbeing of a lot of families. Giving and receiving love fun and the enjoyment of walking them. Due to toxic algae (Dec-April land and worse) and bird breeding season (Aug-Nov) 9 months of the year we can't use Henley Lake off the lead (Bird dog breeds will chase small fluttering things, that don't read the signs around the lake to see where they are safe from dogs to breed) So no go for off lead! Council did a survey asking dog owners for suggestions for a safe fenced off lead area!!what happened? On lead walks are not enough exercise for active dogs except the very small	<p>More off lead areas for dogs are needed.</p> <p>Safe waterways for dogs also needed.</p>	<p>This can be addressed through the Implementation Plan and /or Reserve Management Plans.</p> <p>Whilst no specific changes to Strategy requested, the changes proposed to goal 2.1 partly address this submitters comments in relation to clear water.</p>	Revised wording for goal 2.1 regarding quality water.	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 3: HEALTHY PEOPLE						
SUBMISSION		KEY MESSAGES		COMMENT		RECOMMENDED CHANGES TO STRATEGY
toy breads. All our local lovely walking areas include water. As we have lost a large breed (standard poodle) through Toxic Algae (Kapiti Coast) we will not risk their lives around water.						
Agree, as in comments on major parks. Small neighbourhood parks should maybe have activity equipment for younger children as well as tables/seating for older residents.		Neighbourhood parks should cater for young (activity) and elderly (tables/seating).		The need to provide open spaces that meet the needs of our changing communities is noted in the strategy. This will be further addressed through the Implementation Plan and /or Reserve Management Plans, and playground upgrades and renewals. Whilst no specific change to the Strategy is requested proposed wording change to goal 3.1 responds in part to this comment.		Revised wording for goal 3.1 referencing the importance of meeting the needs of our families, young people, our ageing population, and our increasingly diverse communities.
I like the awareness of different demographic groups and socio-economic levels etc (see section 5.1 of consultation document).		Supports awareness of different age and socio-economic groups.		This comment supports what is in the strategy. No specific change to Strategy requested.		No recommendation.
Please prioritise spaces for teenagers and young adults for walking and hanging out. I think Covid-19 has highlighted the need for people to have access to areas of natural beautiful and wonder - trees and birds and water and the sounds of nature - and that having these spaces is important for our mental		Priorities space for teenagers and young adults. Access to nature and water important for mental health.		These matters can be addressed through the Implementation Plan and /or Reserve Management Plans. Whilst no specific change to the Strategy is requested proposed wording		Revised wording for goal 3.1 referencing the importance of meeting the needs of our families, young people, our ageing population,

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 3: HEALTHY PEOPLE				
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY	
health. More of these should be planned for so meet the growing needs of the community.	More spaces need to meet growing needs of community.	change to goal 3.1 responds in part to this comment.	and our increasingly diverse communities.	
Parks and open spaces that meet community needs is very important to the Waipoua Catchment Community Group. Having access to rivers and the ability to connect with rivers within Masterton is strongly aligned with the goals of the WCCG. Healthy communities should also include communities that have an adequate level of protection from flooding which we are working on with GWRC and MDC.	Having access to rivers and the ability to connect with rivers within Masterton is strongly aligned with the goals of the Waipoua Catchment Community Group Protection from flooding also important for healthy communities.	These matters are acknowledged in the Strategy.	No recommendation.	
Trees should be well looked after, and new native trees planted where possible. Sports Facilities might have trees planted for shade. Safe waterways a must.	Look after trees, more native trees and shade planting for sports facilities. Safe waterways a must.	These matters are acknowledged within the strategy and can be further addressed through the Implementation Plan and /or Reserve Management Plans. Whilst no specific change to the Strategy is requested proposed wording changes to goal 2.1 responds in part to this comment.	Revised wording for goal 2.1 references the need for innovative solutions that deliver positive outcomes for water quality and quantity.	
I have already commented at some length re: accessibility and Council in its somewhat traditional approach has done little about these issues presumably approx. 20% of the population is of little significance. A disgraceful situation. MDC could if it wished develop the most accessible/ under friendly town in NZ. With an aging population plus increasing levels of degeneration diseases of environmental	Accessibility for elderly and mobility impaired is an important issue. Concern at current direction and spending	The Strategy identifies accessibility for people with disabilities as an issue and this will be a matter addressed through asset renewals, upgrades, and Reserve Management Plans. Whilst no specific change to the Strategy is requested proposed wording	Revised wording for 3.4 references includes reference to access for those with impaired mobility.	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

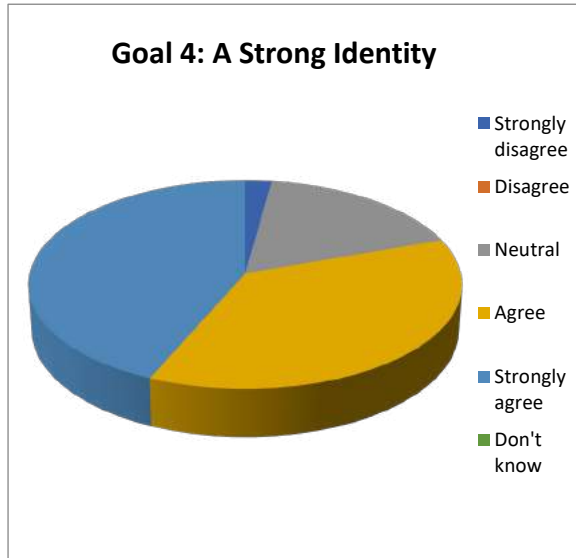
TABLE 3: HEALTHY PEOPLE			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
origins such a move at this stage could be an excellent investment. These opportunities desired for play, learning etc. would seem to be inconsistent with some of the existing facilities maintained at considerable cost and some of the town's most popular and iconic removed at considerable cost.		changes to goal 3.4 responds in part to this comment.	
DISAGREE			
For the most part there is very little evidence to me of MDC supporting Healthy People, in this district	No evidence that MDC supports Healthy People.	No specific change to Strategy requested.	No recommendation.
There is a distinct representation and difference between the major facilities and the open spaces in suburban areas. In the latter cases, local communities should be encouraged to become involved in management to promote the inclusion of facilities appropriate for that community's use. The provision of user-friendly sport recreation and event facilities along with supporting infrastructure is essential for community welfare and development.	Major sport and recreation facilities are essential. Support MDC encouraging local communities to be involved in management of suburban open spaces.	No specific change to Strategy requested.	No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

5. GOAL 4: A STRONG IDENTITY

Goal 4: A Strong Identity - To provide a parks and open spaces network that values our district's heritage and celebrates our unique character.

5.1. Summary



16/58 responses also offered comments on this goal.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

5.2. Submission Analysis and Recommended Response

TABLE 4: A STRONG IDENTITY			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
STRONGLY AGREE			
<p>It would be great to see the Queen Elizabeth Park space opened up a bit more, especially around the central cafe building (Coco Cafe). This would help encourage patronage of these businesses, making them more sustainable. It also helps to create a safer environment with regard to personal safety. It does not require removing any trees of specific heritage status but may mean trimming/removing others.</p>	<p>Better tree management to open up QE park, especially around café, and to make the area safe.</p>	<p>The importance of Queen Elizabeth Park is noted in the Strategy, together with the need to consider it as part of a wider integrated management plan for the Waipoua River Corridor.</p> <p>It is also identified in the park category framework that has been applied to the urban parks as the district's premier park, recognising its special status to the town, district, and region. Any future planning for this park will need to carefully address planting and tree management to further enhance its role as the towns premier open space.</p> <p>No specific change to Strategy requested.</p>	<p>No recommendation.</p>
<p>This depends on what the council would define as 'heritage tree' i.e. our native flora and fauna or 'introduced species from the colonial era'? I think this is an opportunity to discuss these matters and look at options of bringing back more of our native bush and birdlife to the CBD</p>	<p>Definition of heritage trees - does this also meant native flora and fauna.</p> <p>Bring back more native bush and birdlife to the CBD.</p>	<p>Heritage trees include those trees that have some significance, whether due to their rarity, prominence, historic relationship, or collective values. Without adequate recognition and protection, such trees can be easily</p>	<p>No recommendation.</p>

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 4: A STRONG IDENTITY						
SUBMISSION		KEY MESSAGES		COMMENT		RECOMMENDED CHANGES TO STRATEGY
				<p>damaged or lost through inadvertent actions⁴. Many of these trees are protected in the District Plan and whilst many of these are exotic trees planted by early European settlers, some are also indigenous trees that have been identified as being significant to the district's heritage.</p> <p>Encouraging biodiversity is a core theme of the Strategy and will continue to be explored as part of the Reserve Management Planning process.</p> <p>No specific change to Strategy requested.</p>		
<p>A travellers first perception of a towns character is gained upon approach and arrival. Boulevard Gateways need to be created at the five main entry points to the town at its urban boundary: Along SH2 near the Waingawa Bridge, North on SH2 in the direction of Opaki, near Hood Aerodrome at the intersection of South and Manaia Roads, on the urban boundary along Te Whiti Road and similarly near the Ruamahunga Bridge on Te Ore Ore Road.</p>		<p>Boulevard gateways at 5 key entrance points to the town are needed that celebrate Whakaoriori and its stories.</p> <p>Develop a multiuse 'ring network' around the urban boundary that connects with the open space network.</p> <p>Henley Lake and important asset and imperative that water management</p>		<p>Feedback on Gateways is noted and has been directed to the appropriate MDC staff.</p> <p>The opportunity to incorporate the stories of Masterton/ Whakaoriori within the parks and open spaces network is noted as a key opportunity in the Strategy.</p>		<p>Revised wording for goal 5.6 references includes specific reference to providing access to the district's rivers and streams.</p>

⁴ Wairarapa Combined District Plan section 10.1

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 4: A STRONG IDENTITY				
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY	
<p>These "gateways" should celebrate Whakaoriori and the stories important to this part of the Wairarapa. The urban boundary offers an opportunity to create a "ring network" around the town, allowing for a multipurpose bridle path, cycleway, running track, etc that would provide for staging special events (marathon, cycling, etc) and to connect with other elements of the open space network. It would help unite the town and offer the opportunity to highlight many of the events and character that make the town what it is. A significant local identity is the three rivers passing through or near the town. Access should be replicated along these as exists for stretches of the Waipoua River from Columbo Road to Railway Crescent. One of the towns greatest open space assets is Henley Lake and its surrounds. It remains imperative that water management across this wetland is maintained throughout the year.</p>	<p>across this wetland is maintained throughout the year.</p>	<p>A network approach to open space provision is advocated by the Strategy. This may or may not result in a ring network, however this matter is also being considered within the draft Five Town's Trail Network Masterplan.</p> <p>The strategy acknowledges the importance of the rivers in the Masterton landscape and the recreation opportunities associated with these.</p> <p>The Strategy acknowledges the role Henley Lake plays within the parks and open spaces network and recommends it is considered as part of a broader integrated management plan for the Waipoua River Corridor area.</p> <p>Whilst no specific change to the Strategy is requested proposed wording changes to goal 5.6 responds in part to this comment.</p>		
<p>'Districts Heritage' surely the older 1800's head stones in the Archer Street cemetery are a solid reminder of our important heritage why then have they been left to rack and ruin? If your district plan involves looking after them cleaning headstones down so they can be read at least would be a start.</p>	<p>Need to look after our heritage cemeteries (i.e. Archer Street).</p>	<p>Whilst the maintenance of headstones is the responsibility of the families of the deceased this is an issue for Council's older cemeteries.</p> <p>This could however be an opportunity for a community care group supported by</p>	<p>No recommendation.</p>	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 4: A STRONG IDENTITY			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
I think a person could be put to regular employment (even part time) to methodically go through a rotation of cleaning headstones and picking up rubbish (which is never ending) plastic flowers (should be banned) etc. the pruning, branches blown down etc. (I've rung up council 3x times now regarding rubbish piling up at the cemetery).		Council and could be included within the Strategy's implementation plan. Goal 4.4 also specifically recognises the cultural and heritage values of these cemeteries.	
The value of Heritage celebration helps develop a well- being, through a sense of Our place Our iconic native trees - Kahikatea, Totoro, Mairie, Matai, Manuka/Kanuka, Cabbage tree and Kowhai were dominant in the past and should be reinstated into our parks.	Reinstate our iconic native trees into our parks.	As Council completes its Reserve Management Plans the values and future landscape for each park will be considered. The consideration of the use of indigenous vegetation will be a key part of the development of any management plans. No specific change to Strategy requested.	No recommendation.
We are pot to rest in the existing laurels - which are excellent but moving forward with both planning and ACTION is somewhat overdue. E.g. Further planting of 'heritage trees' (of further species for future generations) Also the infamous leaking lake the stinking Henley Lake, the rusty Peace Monument and Cr Petersons proposed parks etc. Are these the sort of personal issues the character that our parks deserve? The smaller open spaces are by large characterises But, there lies the great opportunity to	Planning and action for our parks network is overdue. Require more planting of heritage trees. Need to address existing maintenance issues.	No specific change to Strategy requested.	No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 4: A STRONG IDENTITY			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
do something RADICAL about it. Character is knocking on the door! There are a number of aspects of this town's identity that could best be traded in for models. A lot of this is assorted with long term ribbon development.			
AGREE			
Little details like attaching nameplates describing tree species are appreciated by many people The Victoria Gardens in Palmerston North is a good example of this and could be followed, at little expense, in the Masterton Park	Little details would make a difference like nameplates on trees.	This is an implementation matter and will be addressed through Reserve Management Planning and broader operational management. No specific change to Strategy requested.	No recommendation.
Agree, as in comments about trees from differing regions.		No specific change to Strategy requested.	No recommendation.
NEUTRAL			
From observation, the main users of public spaces are families. While it may be important in planning for the town council (in their mind) to acknowledge the heritage trees, special places etc, I think it would be better for them to acknowledge the people they serve and more importantly the families who use these spaces. I would like to suggest the most important partner for the region's parks and open spaces is the region's Families - Families are the backbone of our	Tree planting must acknowledge the people they serve and the families who use these spaces. Families are the backbone of our society.	Agree that determining the types of planting within parks and open spaces should take into account the broader recreational values of these spaces, as well as any heritage association specific trees. As noted above changes are recommended to the Strategy to include reference to families.	Revised wording for goal 3.1 referencing the importance of meeting the needs of our families, young people, our ageing population, and our increasingly diverse communities.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 4: A STRONG IDENTITY			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
society and having a great network of parks and trails which promote family time needs to be supported and actively encouraged. Without a strong sense of family our region and society will be soon lost.			
This is secondary to getting the spaces first!	Priority is getting open spaces.	Consistent with the approach of the Strategy which identifies gaps in the network and methods to address this. No specific change to Strategy requested.	No recommendation.
Reputations are more telling and are earned by actions.		No specific change to Strategy requested.	No recommendation.
Undeveloped reserves (pg.11) Grass should not be mowed!! Leave it to grow naturally to give us 100 doses of beneficial herbs, grasses, feed for cattle. There should be no moving of grass on the edges of roads either.	Grass should not be mowed.	This is not a current practise in Council parks and open spaces and needs to be balanced with other consideration such as recreational use, fire hazard etc. It may be appropriate in some areas and could be considered as part of Reserve Management Planning and subsequent levels of service that would be applied to operational management. No specific change to Strategy requested.	No recommendation.
NO RESPONSE			

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 4: A STRONG IDENTITY			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
<p>So important for our heritage to be celebrated. Queen Elizabeth Park has a little evidence of heritage and information but there needs to be a network approach gathering up the history of our town and making it exciting to engage with. Again, the Kaikoura Redevelopment is an example of the value placed on recording and celebrating history that is engaging, practical and artistic. Our small indigenous bush remnants are perfect examples where a huge push needs to be made to celebrate our unique character. These bush areas need legal protection and have immense civic value placed on them as they are specimens of a heritage that is slowly disappearing. With climate change they are essential, as bird habitat they are crucial, as recreational areas they are indispensable for healthy citizens, and they are vital for the retention of special character knowledge particularly as providers of traditional Maori medicines and pursuits. We and our future generations need these spaces to be genuinely valued and have plenty of financial resources invested in them for this town to wholeheartedly reach beyond mere commercial values to lasting spiritual and healthy foundations.</p>	<p>Celebrating our heritage across the network is a priority. QE Park has little evidence of heritage. The Kaikoura Redevelopment is a good example. Our small indigenous bush areas are very important and need legal protection.</p>	<p>As noted above Queen Elizabeth Park is identified in the park category framework that has been applied to the urban parks as the district's premier park, recognising its special status to the town, district and region. Any future planning for this park will need to carefully address the heritage aspects of this park and the most appropriate ways to reflect this. Biodiversity and protection of remaining native bush are identified as important issues in the Strategy as important and whilst no specific changes to the Strategy are requested, changes to wording in goal 2 help to clarify this.</p>	<p>Revised wording for goal 2 clarifying the importance of remnant native bush areas.</p>

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 4: A STRONG IDENTITY			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
STRONGLY DISAGREE			
No evidence that anything healthy or bio-diverse, or ecological, or healthy environment is supported NOW.	-	No specific change to Strategy requested.	No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

6. GOAL 5: PROTECTED, PLANNED, AND CONNECTED PARKS

Goal 5: Protected, Planned and Connected Parks - To provide an integrated parks and open spaces network that meets our legislative and best practice obligations.

6.1. Summary



13/58 responses also offered comments on this goal.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

6.2. Submission Analysis and Recommended Response

TABLE 5: PROTECTED, PLANNED, AND CONNECTED PARKS			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
STRONGLY AGREE			
<p>Creating greenways and green corridors is a very recent phenomenon and the Council is to be applauded in its provision. These greenways help connect our parks, streets and reserves with a network of walkways, cycleways and trails. Such greenways will make moving around our neighbourhoods easy, whether visiting the local shops, going to school or getting out for some exercise. Corridors are both beneficial to humans and wildlife for corridors create green space within an urban setting that connects two larger places giving people an opportunity to walk through their urban area without interruption or confronted by barriers to ease of access. For this reason, habitat corridors are an essential addition to any open space system.</p>	<p>These comments support the network approach and the importance of recreational and ecological linkages within the parks and open spaces network for both the district's communities and fauna.</p>	<p>The application of the park's category framework to Masterton's urban parks emphasises the important role that recreational and ecological linkages have in terms of the overall network.</p> <p>No specific change to Strategy requested.</p>	<p>No recommendation.</p>
<p>The very existence of some spaces need to be made publicly known. Not even some of the MDC staff know of the existence of the Solway Bush! They need to lead the way in valuing our open spaces and parks. Some of the activities by the MDC are reactionary and often harmful to the environment. e.g. "bare minimum" repairs and basic financial input. In-depth analysis by collaborating experts willing to be open to other specialist fields. eg ecology,</p>	<p>Need to know about our important open spaces, identify their key values and resource appropriately to protect these areas.</p> <p>Appropriate resourcing and good understanding of our spaces needed.</p>	<p>Consistent with the approach of the Strategy. As Reserve Management Plans are updated and developed more information about the respective spaces will be recorded and made available.</p> <p>No specific change to Strategy requested.</p>	<p>No recommendation.</p>

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 5: PROTECTED, PLANNED, AND CONNECTED PARKS				
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY	
hydrology, physical wellbeing, structural planning etc, etc and reporting and adequate financing need to be absolute priorities to GET THINGS RIGHT.	Supports connecting network of trails and notes that these need good maintenance.			
Fully support the network of trails which connect all the parks and open spaces, and this great work needs to be continued and supported with a good maintenance programme.	Supports improving well maintained trail networks.	These comments are consistent with the approach of the Strategy. No specific change to Strategy requested.	No recommendation.	
Agree that connection is good for walking, cycling tracks etc. for a circular non boring activity. How about including in this one the thought of Bridgeway for this lovely rural town. When we came over the hill here to live with our horses, I was making my own way around the tracks by horse back. (With permission to ride at the right time of year around Henley Lake) Lovely could be promoted. Riding clubs notified etc.	Supports good trail connections. Provide opportunities for horse-riding.	These comments are consistent with the approach of the Strategy. It may be appropriate to provide for horse-riding in some locations, and this will be addressed through the reserve management planning process. No specific change to Strategy requested.	No recommendation.	
Very interesting information about 'Reserve Management Planning' as a 'best practice' tool (pg. 17).		No specific change to Strategy requested.	No recommendation.	
A protected, planned, and connected network (particularly along the Waipoua River Management Area) is strongly supported by the Waipoua Catchment Community Group.	Strongly supported by the Waipoua Catchment Community Group.	Consistent with the approach of the Strategy. No specific change to Strategy requested.	No recommendation.	
Allow bicycle pathways to connect to 'safe routes to school' and people riding to work on bicycles. Parks	Connect pathways with safe routes to school.	No specific change to Strategy requested.	No recommendation.	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

TABLE 5: PROTECTED, PLANNED, AND CONNECTED PARKS				
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY	
are safer if people use them. Many parks here are empty.	More people needed to create safe parks.			
The legal protection is essential and satisfactory with the exception that from time-to-time irrevocable changes, by some staff who are very clearly not adequately training in those processes. This simply makes a clear mockery of 'best practice' obligations you could be liable for legal action under the act. The Recreation Services contracted does not have this problem. (see below) but the Parks admin decision makers certainly do. The 'network' issue has a number of obvious problems, but there are a number of innovative solutions too. The matter of 'good access' is addressed by rather more than the 'network' structure and you are already well aware of this.	Protection of parks essential. Good access essential.	Consistent with the approach of the Strategy. No specific change to Strategy requested.	No recommendation.	
AGREE				
As stated above- it is easy to hamper progress if you get too hung up on heritage	Don't let heritage hamper progress.	No specific change to Strategy requested.	No recommendation.	
The Waipoua River corridor is well linked at present with the cycle/walking paths, with more planned I understand. With the planned replacement of part of the Colombo Road/Waipoua road bridge can the design enable the path under the current bridge to be improved for a better/safer experience. The small neighbourhood parks in town are less easy to link because of their nature, maybe over time cycleways	Improvements needed to the path under the Colombo Road/Waipoua road bridge for a better/safer experience. Supports accessibly links to and between parks.	Consistent with the approach of the Strategy No specific change to Strategy requested.	No recommendation.	

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

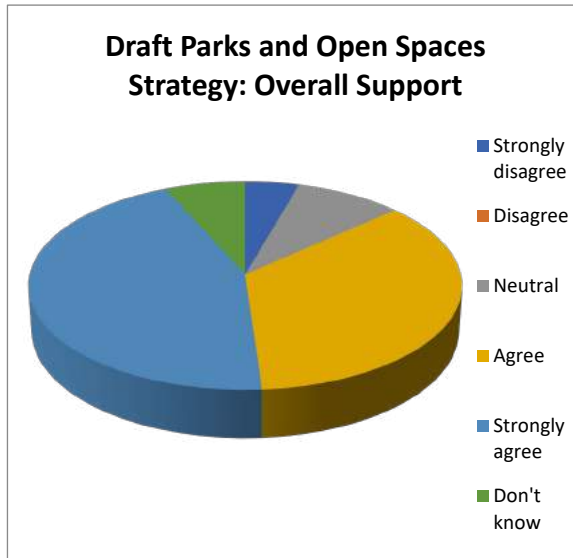
TABLE 5: PROTECTED, PLANNED, AND CONNECTED PARKS			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
on roads may be used? Appropriate access methods/surfaces need to be provided, for walkers, cyclists, pushchairs and mobility scooters.			
Compliance with statutory obligation is a non-issue. - While networks should be connected there is always room for smaller suburban 'parks' to be operated on a standalone basis to provide for local identity and needs. - There are substantial difference between; open spaces, sports fields, larger 'want' space, passive family space and children's play areas. Planned in association with the community, its desires and needs.	Plan according to hierarchy of spaces and local need.	Consistent with the network approach proposed by the Strategy. No specific change to Strategy requested.	No recommendation.
STRONGLY DISAGREE			
No evidence of any positive action NOW.		No specific change to Strategy requested.	No recommendation.

KEY						
Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know	No response

7. OVERALL SUPPORT FOR STRATEGY

7.1. Summary

Overall, there was strong support for the Strategy with 80% who answered this question either agreeing or strongly agreeing with the draft Strategy, and only 2 submitters (4%) strongly disagreeing.



17/58 responses also offered comments with respect to their level of overall support for the Strategy.

7.2. Submission Analysis and Recommended Response

TABLE 6: OVERALL SUPPORT FOR STRATEGY			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
STRONGLY AGREE			
Our network of parks and open spaces will need to continually grow and improve. These create opportunities for people to move around the urban fabric and enhances the town's native biodiversity. It is essential that road engineers view roads as one of the town's most important public spaces as these create connectors across and along corridors and better cohesion	Our parks need to improve and grow. They are important for connections and biodiversity.	Consistent with the network approach proposed by the Strategy. No specific change to Strategy requested, however changes to goals 2 and 3 further strengthen these points.	Refer recommended changes to Goal 3 and 4.
Please, can it be done sooner than later with very open collaboration with the community and willingness to engage.	Engage with the community.	No specific change to Strategy requested.	No recommendation.
Strongly support the planning what is going into this and look forward to seeing some action. Disappointed in the lack of inclusion of any mention of Families in the draft strategy and look forward to more to involve families and especially youth in the final strategy.	Action Plan is needed. Family and youth inclusion is important.	An Implementation Plan is currently being finalised. As noted above changes are recommended to the Strategy to include reference to families.	An amendment has been made to the strategy document (p28) and to goal 3.1 – healthy people to acknowledge families (among other groups in the community).
This strategy seems very high level and conceptual. We would like to see more definite plans for parks and reserves where population increases are occurring or projected, e.g. Upper Plain Work with the community to produce a plan that most agree with, then implement it over time.	Provide for parks within new residential growth areas. Engage with the community.	Consistent with the approach proposed by the Strategy. No specific change to Strategy requested.	No recommendation.

TABLE 6: OVERALL SUPPORT FOR STRATEGY			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
The development of the Parks and Open Spaces strategy is supported by the Waipoua Catchment Community Group. We are particularly interested in working with MDC in developing the action plan for the Waipoua River Management Area and ensuring that the Waipoua River Plan aligns with the Parks and Open Spaces Action Plan.	Align POSS with Waipoua River Plan and collaborate with Waipoua Catchment Community Group.	Consistent with the network approach proposed by the Strategy. The interest of the Waipoua Catchment Community Group is noted, and it is they will be a key partner when the Reserve Management Plan for the Waipoua River Corridor Management Plan is developed. No specific change to Strategy requested.	No recommendation.
With the proviso of ACTION rather than talk. A very noticeable positive development in recent times has been the huge improvements in maintenance standards especially in QE Park. The contractor appears to have his team upskilled, talking less and doing more. (and very well) The cultural contactors-inadequate! On the other hand, this whole document clearly illustrates a lack of rational in planning Without the former the planning process crumbles in a heap of confusion. Exactly what continues now.	Action rather than talk is needed. Cultural contractors are currently inadequate. Lacks rational in planning. What happens now?	An implementation plan is currently being finalised. No specific change to Strategy requested.	No recommendation.
AGREE			
It would be great to have access to the work plan and to be invited to provide feedback (from the public) every ten-years when this work plan will be reviewed.	Action Plan is needed.	The Implementation Plan that is currently being finalised will inform Councils Long Term and Annual Planning that will be consulted on with the public. No specific change to Strategy requested.	No recommendation.

TABLE 6: OVERALL SUPPORT FOR STRATEGY			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
We need to ensure there are plenty of green spaces in new developments with beautification planting etc on our newly developed streets. At the moment the Council is not ensuring sufficient green spaces in new developments, and this is disappointing.	Need to ensure plenty of green spaces and street beautification within new residential growth areas.	Consistent with the approach proposed by the Strategy. No specific change to Strategy requested.	No recommendation.
NEUTRAL			
I have read the draft plan and unless I am blinder than I perceive there is no mention of recreational fishing in any rivers Lots of mention of Māori interests, but the freshwater fishermen/fisherwomen don't get a mention. Seeing as the council has walkways alongside parts of the Waipoua and Ruamahanga rivers surely there could be some provision of access information. It appears to be left up to Fish and Game NZ who are based in Palmerston North for this area so do not have the local knowledge that the council here can provide.	Include provision for recreational fishing and access to the district's rivers.	Strategy does /does not currently reference access to rivers for recreational fishing.	An amendment has been made to the strategy document in section 5.9 acknowledging the importance of park linkages for access to rivers for fishing, swimming etc.
In my view the Draft is more a statement of policy on objectives upon which strategy then management then action plans are constructed. It lacks fundamental statements of intention as to how the slated concepts may be progressed.	Strategy needs statements of intention (implementation plan).	An Implementation Plan is currently being finalised.	No recommendation.
STRONGLY DISAGREE			
There is no link to the strategy to read it? it just says..... [insert link to strategy for online version of feedback form] - Where is this hosted? Can be a supporting document		No recommendation.	No recommendation.

TABLE 6: OVERALL SUPPORT FOR STRATEGY			
SUBMISSION	KEY MESSAGES	COMMENT	RECOMMENDED CHANGES TO STRATEGY
A dreamland proposal based on some fantasy that MDC cares or has the will power to implement anything positive for the environment.	Unlikely to result in any change.	No recommendation.	No recommendation.
NO RESPONSE			
A strategic plan should develop from First Principles. these are absent in the plan as proposed. to base a plan on "open" spaces is a preconception. Public space includes "open" space, "closed" space and "transition" space whereas open space alone is prairie planning, in effect planning devoid of spatial quality. I suggest an alternative three-point approach: 1) preserve and enhance public space. 2) define public space as including streets and buildings. 3) implementation first requires spatial analysis of existing public space, including open, closed and transition spaces, and how they relate to each other. an example of "closed" public space is QEII park, now "open" public space. if council cannot tell the difference, then (3) above applies. council should seek to employ a town planner or urban designer versed in spatial form and who is able to use spatial language as a design tool, that is, to work with council to develop a clear conceptual plan which reconciles residents with their town environment.	Basic approach is wrong and should integrate all public space including streets and buildings.	The Strategy has been developed in accordance with an agreed approach and brief from Council and is consistent with best practice planning for parks and open space elsewhere in New Zealand. Therefore, no response is recommended to this submission.	No recommendation.

8. ACTIONS

A total number of 45 responses were received to this question. Feedback has been grouped under the following headings with the number of action responses noted in brackets:

- Specific Feedback on behalf of Rangitāne Tū Mai Rā Trust
- Park's infrastructure and programmes (24)
- Sustainable Environment /Biodiversity /Healthy Water /Water Allocation (18)
- Connections (12)
- Safety & accessibility (13)
- Partnerships & community engagement (18)
- Park maintenance & management (8)
- Future provision for growth (7)
- Parks and open space planning (5)
- Financial priorities & funding (4)
- Other Priorities More Important (4)

THEME	TABLE 7 SUGGESTED ACTIONS	
<p>Specific Feedback in response to suggested actions on behalf of Rangitāne Tū Mai Rā Trust.</p>	<ul style="list-style-type: none"> - Is the plan future focused ie: are there enough parks and open spaces to cater for an increase in population expected in the near future for Masterton? page25 1.5.3, page 26 1.5.3.2 and page 27 1.5.3.3 - Water allocation/Management and Maori. We as Maori want to be able to co-manage and co-monitor fresh water and its allocation with the Council rather than have just a kaitiaki lens over management. Page 28 - Page 35 Upholding the principles of the Treaty of Waitangi seems to be missing in this part, isn't that a bottom line for 	<p>Recommended Response:</p> <ul style="list-style-type: none"> - A key function of the strategy is to identify gaps in provision and provide a framework for meeting future demand as the urban areas grow. - The importance of water to Maori and the desire to co-manage is acknowledged. This was also discussed at the hapori hui. Water is not the key focus of parks and open spaces, and the issue of management is a matter outside of this strategy.

THEME	TABLE 7 SUGGESTED ACTIONS	
	<p>Local Govt according to the Minister for Treaty Settlements and Local Govt and Maori Dev</p> <ul style="list-style-type: none"> - Overall, how accessible are the parks, reserves and spaces to those disabled persons? What has the council put in place to ensure this is happening and what's the audit process the Council uses to measure this outcome. - What is the State of Council owned facilities like rural halls and toilets, camp sites etc? again accessibility and knowledge of their whereabouts to tourists? - What's the Councils Freedom Camping Policy, who monitors it and what are the consequences - Finally safety, who monitors this, where are the reports kept and who ensures maintenance is or safety issues are addressed. 	<ul style="list-style-type: none"> - Recommend amending page 35 to include a refence to Council's Amendment to page 35 to include a refence to Council's commitment to working with local Māori in MDC's decision-making processes - The Strategy recognises the importance of providing accessible spaces and some minor amendments to the strategy have also been recommended elsewhere to further support this approach, including a recommended change to Goal 3.4 - The need to address the future of rural halls is acknowledged in the Strategy (p30) - Freedom camping is acknowledged as an issue (p32) - Safety is an operational issue that is addressed by Council on an ongoing basis as part of its health and safety responsibilities.
<p>PARK INFRASTRUCTURE /ACTIVITIES /PROGRAMMES (24)</p>	<ol style="list-style-type: none"> 1. Adult version of playground 2. Outdoor fitness activities run by Council or community groups 3. A splash pad 4. Cameras at the boatshed and sunken garden at QE Park...the continuous ripping out of plants in these areas is disturbing...sometimes daily 5. Steps put down on the park side of the swing-bridge 6. A playground for children in Solway Cres reserve 7. More covered picnic areas like at Kaitoke Regional Park (Greater Wellington Regional Council) 8. Better accessibility via improved facilities e.g. accessible toilets, even pathways, signage 9. Dog walking facilities/spaces 10. Plan for parks and reserves within walking /cycling for most areas in the town, e.g. Upper Plain 11. Yes, we need safe, pleasant open spaces, we need gardens, trees and playgrounds. We need them spread through the town. Our local playground (Lansdowne) has a few pieces of play equipment and some trees, but no gardens and really nowhere for grandparents to sit while they supervise. Seating is important. Unfortunately, our playground is largely inhabited by teenagers which my grandchildren find intimidating 12. A kid's playground in the new Solway subdivision area. There are currently no kids' areas here. 13. A pole gate at the main entrance to QE Park to prevent illegal car use at night 14. A doggy park for the town 	

THEME	TABLE 7 SUGGESTED ACTIONS
	<ol style="list-style-type: none"> 15. Install more gas bbq's like the Henley Lake units 16. Off lead animal exercising areas that are accessible 17. More covered picnic areas with accessible seating 18. Spaces for outdoor and community events 19. Dog bins next to pathway at Henley Park... dangerous and muddy in wet weather or when populated with geese.... safety needs to be prioritized more in all public areas 20. Maps of the park at the main entrances so that visitors can see the extent of the park and facilities. 21. Space for model aircraft, kites and drone flying 22. A fenced area for an off-lead dog run would be easy and cheap enough to do on the left side of the driveway into Henley Lake parking area off Colombo Road by the school fence. three side only need to be erected 23. Provide planned walks for families during holidays 24. Additional facilities of an innovative and tourist attracting nature within both existing and future spaces. REMEMBER 'Conformity leads to mediocrity
<p>SUSTAINABLE ENVIRONMENT /BIODIVERSITY /HEALTHY WATER /WATER ALLOCATION (18)</p>	<ol style="list-style-type: none"> 1. Clean sustainable environment that offer a wide variety of activities for community engagement and well being 2. Ensure Lake Henley is preserved as a critical space combining moving water and a variety of open and planted spaces, with a mix of planting 3. Water management 4. Consider recreation more natural environments around the stream network using native planting to create a shade canopy and cooler water e.g. Kuripuni Stream (refer full submission for further detail) 5. Parks and open spaces network that supports and nurtures biodiversity that people can engage with - have access to - be inspired to connect with 6. Active transportation networks 7. Stop spraying with Roundup, herbicides and pesticides and stop your contractors from mowing the earth to dust, especially in summertime. 8. Tree plantings in parks 9. Maori want to be able to co-manage and co-monitor fresh water and its allocation with the Council rather than have just a kaitiaki lens over management 10. Working with the Waipoua Catchment Community Group to develop the action plan for the Waipoua River Management Area and ensure alignment with the Waipoua River Plan as many ideas have been floated in our 'community', already that can be explored together. 11. Supports Ben lorns reserve being enhanced for / a native tree focus with all the dead trees, junk and other debris being removed the establishment of walking tracks through the Reserve which are roped off to encourage people to stay on the tracks all present regeneration- seedlings and saplings, should be left alone , along with all native trees on site / possibly, other local native trees could be introduced / species descriptions could be added so there is an educational component / the grass is not to be cut in the roped off areas as this promotes biodiversity and reduces maintenance costs (wishes to speak to submission)

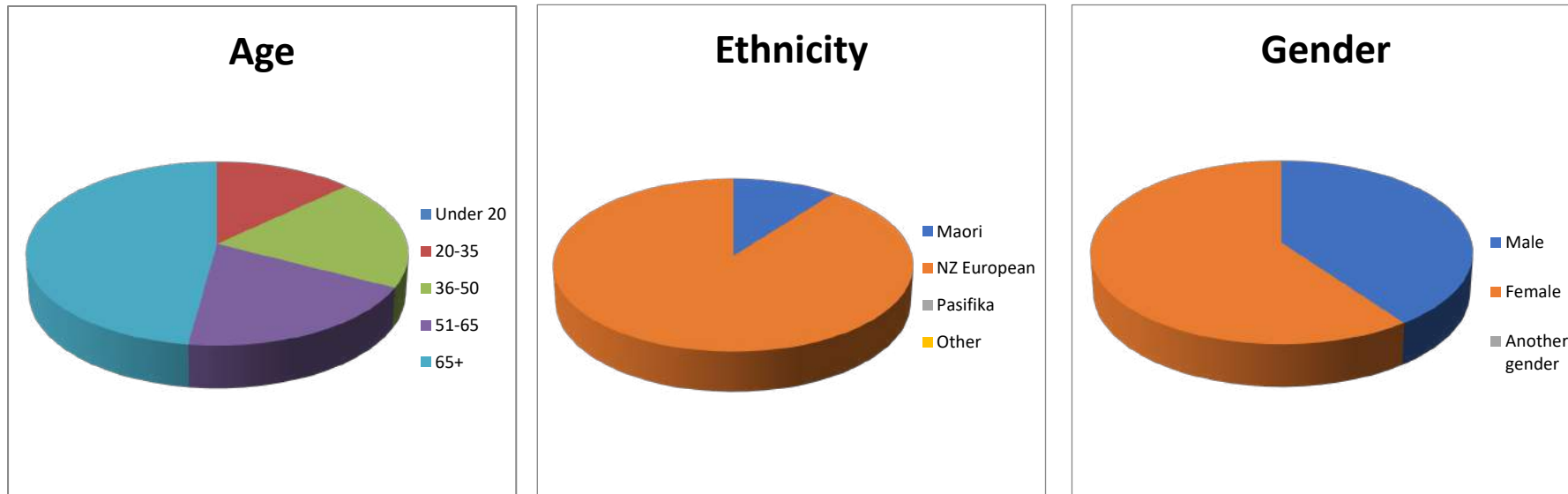
THEME	TABLE 7 SUGGESTED ACTIONS
	<ol style="list-style-type: none"> 12. Develop a Solway ecological link including Solway Bush/Pragnall Street/ Solway Bush extension/William Donald Reserve/Section William Donald Drive/Solway Showgrounds, that is accessible (refer full submission for further detail) 13. the Solway Showgrounds contains some of the original native forest which can be used for education purposes. The MDC should help with on-going maintenance of this out-standing piece of bush 14. Remember, nothing is possible without proper water management 15. Water strategy needed in major parks 16. Unpolluted rivers, lakes, streams. This is so important for families with children 17. None of this is possible without proper water management. 18. More native trees in parks and reserves, but also as median strips in wide roads (e.g. Upper Plain) to slow traffic
<p>CONNECTIONS (12)</p>	<ol style="list-style-type: none"> 1. Safe off-road walks suitable for equestrian activities 2. Walkways, cycle trails, bridle paths, adventure playgrounds to encourage people to actively use the parks 3. Safe cycle ways that link up across town and avoid the dangerous road traffic places 4. Safe cycle ways that link up across town and avoid the dangerous road traffic places. 5. A classification use and management objectives statement for every individual area 6. Parkway connections: To school, towns, sports. 7. A safe Waipoua river walkway loop 8. Gateway's corridors inter connection 9. A whole of Masterton approach to establishing active networks as walk and cycle ways are predominantly on the northern side of the town. Little use is made of the Waingawa Riverway, perimeters of the Drag Strip and Airfield, and links back to the town centre. 10. Continue to develop a series of limestone tracks to link these areas - creating a fantastic walking/cycling urban and outskirts trail 11. Gateway's corridors inter connection 12. Link Masterton from one end to the other through walkways / dedicated pathways, cycleways
<p>SAFETY & ACCESSIBILITY (13)</p>	<ol style="list-style-type: none"> 1. Feeling safe. I have recently stopped walking in the outskirts of Henley Lake because I have heard that it is not safe to walk alone there as man was seen 'mooning' there! 2. Ensure free access to ALL public land at all times 3. Put in places to ensure safety and accessibility for disabled persons 4. We need parks to be open to all 5. Dogs should be on a leash at all times please. 6. TOTAL compliance with the accessibility issues and safety issues of the Disabled Persons Community Welfare Act 7. Continue to upgrade facilities and open up spaces to allow greater accessibility for ALL. 8. The rivers running through Masterton are glorious. I would like to see more walkways that showcase the beautiful river. There are some access problems on the northwest side of SH1 where the river path does not travel very far. It would be fantastic to have that pathway extended. 9. Leash and muzzle for dogs on these grounds

THEME	TABLE 7 SUGGESTED ACTIONS
	<ol style="list-style-type: none"> 10. Safe & accessible spaces for children especially around water e.g. Henley Lake picnic tables are on the wrong side of the pond. 11. More walking tracks for families with buggies 12. Accessible transport options along recreation corridors and linkages 13. Increasing cycle path networks
PARTNERSHIPS & COMMUNITY ENGAGEMENT (18)	<ol style="list-style-type: none"> 1. Partner with Masterton A&P Association to maintain historic buildings on the site 2. Maori want to be able to co-manage and co-monitor fresh water and its allocation with the Council rather than have just a kaitiaki lens over management as per the Treaty of Waitangi 3. A classification use and management objectives statement for every individual area 4. Partner with the community set up Solway ecological link including Solway Bush/Pragnall Street/ Solway Bush extension/William Donald Reserve/Section William Donald Drive/Solway Showgrounds, that is accessible (refer full submission for further detail) 5. We need more input from neighbourhoods and locals 6. Consult with sports clubs, dog clubs, horse clubs as to their requirements 7. Obtain written contracts or memorandum of understandings incorporating key goal of the Strategy Action Plan with other partners so that there is a consistent uniform approach to management and upkeep of reserves - those partners include and refer to Henley Lake Trust; A & P and MTLT 8. Involve youth, young parents and children in the town planning to build a park and open space network which is user friendly and attractive to young families. 9. Consider the interests of group such as freshwater fishing enthusiasts 10. Support, through enough paid staff for community groups, schools and volunteers to achieve their visions. Help with access to funding of projects 11. The idea of partnering with sports bodies to build new shared facilities etc makes good sense. 12. In smaller suburban parks provide for community participation in management 13. Develop Solway Showgrounds as a major events centre (refer full submission for further detail) 14. Could some of the MIS and Wairarapa College land that appears to have little used be opened up for the public to use for picnics or casual recreation? There's a shortage of public open space on the West side of town (other than the relatively small Douglas Park) 15. Full consideration ... utilising the skills, energy and commitment provided by local people 16. Opportunities for communities and schools to help out in projects to connect them to places and nature. 17. Get work gangs cleaning up roadside and waterway litter on a minimum weekly basis, especially in the rural areas all the way out to Castlepoint. 18. Ensure that community interests are provided for.
PARK MAINTENANCE & MANAGEMENT (8)	<ol style="list-style-type: none"> 1. More sites are needed in the Shade. Plus, the park water needs cleaning. So much rubbish plus duck weed. Mud is built up as I have watched the boats are just about hitting the bottom into the mud. As the park is really looking great just needs a touch up. 2. What is the State of Council owned facilities like rural halls and toilets, camp sites etc? again accessibility and knowledge of their whereabouts to tourists?

THEME	TABLE 7 SUGGESTED ACTIONS
	<ol style="list-style-type: none"> 3. What's the Councils Freedom Camping Policy, who monitors it and what are the consequences 4. Who monitors safety this, where are the reports kept and who ensures maintenance and safety issues are addressed? 5. In house management of reserves don't contracting out services in a piecemeal way. 6. Someone impartial, suitable and well qualified to lead the Action Plan Process. Someone who engages well with the public, can communicate effectively with all sectors and age groups and reports back frequently with transparency and adaptability 7. Upgrade the gardens in the main park with better information about the tree species and a rebuild of the fern house therein. 8. Toxic Algae Signs should read with a heading of DEADLY TOXIC ALGAE. and never too many signs.
<p>FUTURE PROVISION FOR GROWTH (7)</p>	<ol style="list-style-type: none"> 1. Please consider residential growth. For example, we live in a new subdivision on the west side. As you know there are huge numbers of houses being built on the westside, yet we do not appear to have any new council recreational facilities planned 2. Are there enough parks and open spaces to cater for an increase in population expected in the near future for Masterton? 3. Strongly agree with the need to increase Masterton's parks/reserves generally, given the anticipated residential expansion of this town. This could be done through either a) requiring more of developers (b) Council retaining all land currently owned by it (unless compelling reasons in respect of a particular piece) and (c) Council purchasing land for new parks/reserves 4. Need to ensure there are plenty of green spaces in new developments with beautification planting etc on our newly developed streets. This is currently not happening 5. As a resident of Ngaumutawa, I am particularly interested in Panama Park which is designated as underdeveloped land and not part of this process 6. Realistic expectation of use 7. Long-Term resource planning re: space expansions - e.g. Cr Petersons proposal for upper Solway area park etc.
<p>PARKS AND OPEN SPACE PLANNING (5)</p>	<ol style="list-style-type: none"> 1. Thorough investigation and expert consultation and reports on all areas as referred to above in Goal 5 (Protected Planned and Connected Parks). 2. Plan for our aging population 3. Select possible actions, develop the concepts enough to be able to test the community preferences 4. Develop best practice plan for management of reserves so that there is uniformity of approach. Best done in house and not contracting out services 5. It's vital that the Council's parks and open spaces team be resourced to be involved early in the design and provision of new parks/reserves (pg26). Developing a 'Subdivision Guide' for the design of new parks/open spaces is also an excellent idea.
<p>FINANCIAL PRIORITIES & FUNDING (4)</p>	<ol style="list-style-type: none"> 1. Low cost 2. There needs to be a full consideration of financial expenditure of all areas of an Action Plan that will see the Plan through to the end and with on-going development and input. Full consideration in seeking government and specific funding 3. Economic sustainability. Make sure council spaces (like Hood Aerodrome) are used to their full capacity to support positive economic activity to ensure the region is set up for future generations. But none of this is possible without proper water management.

THEME	TABLE 7 SUGGESTED ACTIONS
	<p>4. Ensure that longer tax succession planning are provided for.</p>
<p>OTHER PRIORITIES MORE IMPORTANT (4)</p>	<ol style="list-style-type: none"> 1. Roothing, effluent disposal and repairing leaky water systems and water to our taps are the priorities, not beautifying our parks 2. This draft strategy is nothing but waffle. It doesn't actually say anything constructive. Â Focus more on what is important to the ratepayers. 3. Focus focus. Get the priorities of infrastructure sorted first before moving to the next project. We are all sick of swimming in your sewage. Farmers have sorted it so now it's time for you Councils to follow their example <p>Get some effective re-cycling going and provide the rubbish pick-up and re-cycling service to all ratepayers especially those rural dwellers who pay their rates for very little service.</p>

9. WHO RESPONDED?



Two submissions were received from organisations, plus an additional three submissions on behalf of two community groups. The remaining submissions were from individuals. Organisations or groups that submitted included:

- Rangitāne Tū Mai Rā Trust (submission ID 87923)
- Regional Public Health, the Public Health Unit for the greater Wellington Region (submission ID 87926)
- Supporters of Solway Bush⁵ (two submissions: ID 87920 and ID 87795)
- Waipoua Catchment Community Group⁶ (submission ID 87832)

⁵ This submission did not identify themselves as a group or organisation, but it is clear from their submission that they are representing a group of interested people

⁶ This submission did not identify themselves as a group or organisation, but it is clear from their submission that they are representing Waipoua Catchment Community Group

Submitters were mainly older, New Zealand European and female. There we a small number of 20 -35-year-olds who responded (6/58 respondents) and no responses from under 20-year-olds.

Going forwards Council will need to think about how it engages more broadly with the community to ensure diverse views are reflected and provision meets community needs.

APPENDIX ONE – SUBMISSION FORM

DRAFT PARKS AND OPEN SPACES STRATEGY FEEDBACK FORM

We want to hear your views on Masterton District Council's draft Parks and Open Spaces Strategy. You can do this by:

Tell us what you think by 4pm on Wednesday 10 March 2021

- Completing the feedback form in hardcopy or online at www.mstn.govt.nz/current-consultations
- Email your thoughts to us at submissions@mstn.govt.nz
- Post your thoughts to Masterton District Council, Freepost 112477, PO Box 444, Masterton 5840
- Hand deliver to our Customer Service Centre, 161 Queen Street, Masterton

Please provide your feedback by 4pm on Wednesday 10 March 2021.

PRIVACY STATEMENT – WHAT WE DO WITH YOUR PERSONAL INFORMATION

All feedback forms (including names but not contact details) are provided in their entirety to elected members and will be made available to the public at our office and on our website. Your personal information will also be used for the administration of the consultation process, including informing you of the outcome of the consultation. All information collected will be held by Masterton District Council. Submitters have the right to access and correct their personal information.

YOUR DETAILS

First name Last name

Organisation (if applicable)

Physical address.....

Postal address (if differs from above).....

Phone

Email.....

YOUR THOUGHTS

The Parks and Open Spaces Strategy is the first strategy the council has developed that provides a strategic framework to support the overall direction for all parks and open space assets as an entire network, with a focus on the urban area. It considers the provision, connectivity, purpose and quality of parks and open spaces to meet the current and future needs of the community.

To date, the development of draft Parks and Open Spaces Strategy has been informed by input and feedback through stakeholder interviews, a stakeholder workshop and hui with Iwi, Hapū, Marae and hapori Māori representatives.

Please complete the feedback form to provide us with your views on Masterton District Council's draft Parks and Open Spaces Strategy.

PROPOSED STRATEGY GOALS

The Masterton District Council’s draft Parks and Open Spaces Strategy proposes five goals that focus on areas of priority in terms of issues and opportunities identified during the development of the strategy. Please tell us how strongly you agree with each of these goals and why:

Goal 1: Active Partnerships - Our goal is to work closely with mana whenua, other open space providers and the community to provide a vibrant inclusive parks and open space network.

This goal reflects the council’s strategic relationship commitment to work closely with mana whenua. It also reflects the importance of working collaboratively with other providers, community organisations, and volunteers.

To what extent do you support Goal 1: Active Partnerships?

- Strongly disagree Disagree Neutral Agree Strongly agree Don’t know

Comments

Goal 2: Healthy Parks - Our goal is to provide healthy and resilient parks and open spaces that support and enhance our district’s biodiversity and natural heritage.

This goal reflects the important role that parks and open spaces play in contributing to healthy sustainable environments and enhancing the district’s biodiversity.

To what extent do you support Goal 2: Healthy Parks?

- Strongly disagree Disagree Neutral Agree Strongly agree Don’t know

Comments

Draft Parks and Open Spaces Strategy Action Plan

Masterton District Council will develop an action plan to guide implementation of the Parks and Open Spaces Strategy. List three things that council could consider including in an action plan that will give effect to the priorities of the strategy:

1. _____

2. _____

3. _____

ABOUT YOU

Answering the following questions helps us understand which sectors of our community are providing the Masterton District Council with feedback. This information will not be made public with your submission. Only collated data will be reported to the council.

Age Under 20 20-35 36-50 51-65 65+

Ethnicity Māori NZ European Pasifika Other

Gender Male Female Another gender (please specify).....

Thank you for you feedback

APPENDIX TWO – SUBMISSIONS

Available on the Masterton District Council Website [here](#)

MASTERTON PARKS AND OPEN SPACES STRATEGY (2021)



FOREWORD

FROM THE MAYOR

Kia ora koutou katoa. Welcome to our first Parks and Open Spaces Strategy.

Community wellbeing for our residents and visitors is a primary focus for the Council. The benefit of access to green spaces is well known, and we want to ensure that everyone who lives in our District, or anyone visiting us, has easy access to our fantastic parks and open spaces.

Ours is a unique part of New Zealand – one that, as locals, we know boasts a rich heritage shaped by rugged ranges, vast valley plains, and a stunning coastline.

Our shared connection to these natural spaces is further enhanced with a network of parks and sporting facilities, that encourages us to explore and enjoy these areas – from historic Queen Elizabeth Park at the centre of Masterton, to our riverside recreational trails and Henley Lake, and our spectacular coast. The areas we enjoy today reflect the spaces traditionally occupied by Rangitāne and Kahungunu – between the Waingawa, Waipoua, and Ruamāhanga Rivers, and the along the coast.

This Strategy explores how we can best protect and develop our parks, facilities, and open spaces in a way that reflects mana whenua values, including kaitiakitanga of the natural environment and whakapapa of the area. It recognises and provides for recreational and cultural opportunities to enhance Māori wellbeing and, through that, the wellbeing our broader community.

A thriving community needs resilient, healthy parks, sustainable environments, and healthy biodiversity. Our Strategy sets the direction for us to protect and enhance these taonga today, and for future generations.

‘Our parks are healthy, resilient, and connected; they enhance the wellbeing of our present and future communities and connect our people with nature’.

Lyn Patterson – Mayor of Masterton

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PART ONE – CONTEXT

1. INTRODUCTION

The benefits of public parks and open spaces have long been recognised. Victorian parks were originally founded on the principle of providing rich, stimulating places for rest and relaxation as an antidote to the grime of the industrial city. Perspectives on the benefits of parks and open spaces have evolved to having an emphasis on wellbeing and green spaces that are healthy, beautiful, fascinating, and fulfilling for people¹. The most recent World Parks Congress focus on *'healthy parks, healthy people'*, acknowledged the significance of contact with nature for human emotional, physical and spiritual health and wellbeing, and reinforced the crucial role that parks play in nurturing healthy ecosystems².

The parks and open spaces of Masterton/Whakaoriori have played an important part in the development of the township and district with urban spaces such as Queen Elizabeth and Henley Lake reflecting important events that form part of our local history. Masterton district's rural parks have also traditionally been the cornerstone of the farming community, and with changing communities the role of these spaces has become less clear. Masterton District Council (the council) owns some significant stretches of coastal reserve that have their own particular challenges and pressures given their location in sensitive coastal environment and communities that have large numbers of visitors over the summer months.

Mana whenua also have much to contribute in terms of telling the stories of Wairarapa, and a goal of this strategy is to develop stronger relationships with mana whenua to better integrate our Māori culture throughout the district's parks and open spaces.

The council owns and administers just under 400 hectares of parks and open spaces, with a little under half of this located within the urban area of Masterton. This strategy reviews how these spaces are provided and proposes a 'network' approach to their future provision and management, where each park has a clearly defined purpose and is managed as part of the whole. The council's aim is to optimise its parks and open spaces network to enhance the health and wellbeing of the Masterton community and its environment.

2. MASTERTON DISTRICT AT A GLANCE

Masterton District is located in the lower part of the North Island. It sits within the upper reaches of the Ruamāhanga River and Wairarapa Valley, with the Tararua Ranges to the west and Wairarapa Coast, including Riversdale, Castlepoint and Mātaikona beach communities to the east. Masterton town, located between the Waingawa and Ruamāhanga Rivers, is the largest

¹ [http://www.fingalbiodiversity.ie/resources/biodiversity_guidelines/Encourage per cent20Park per cent20Biodiversity.pdf](http://www.fingalbiodiversity.ie/resources/biodiversity_guidelines/Encourage%20Park%20per%20Biodiversity.pdf)

² A Guide to the Healthy Parks, Healthy People Approach and Current Practices Proceedings from the Improving Health and Well-being: Healthy Parks Healthy People stream of the IUCN World Parks Congress, 2014

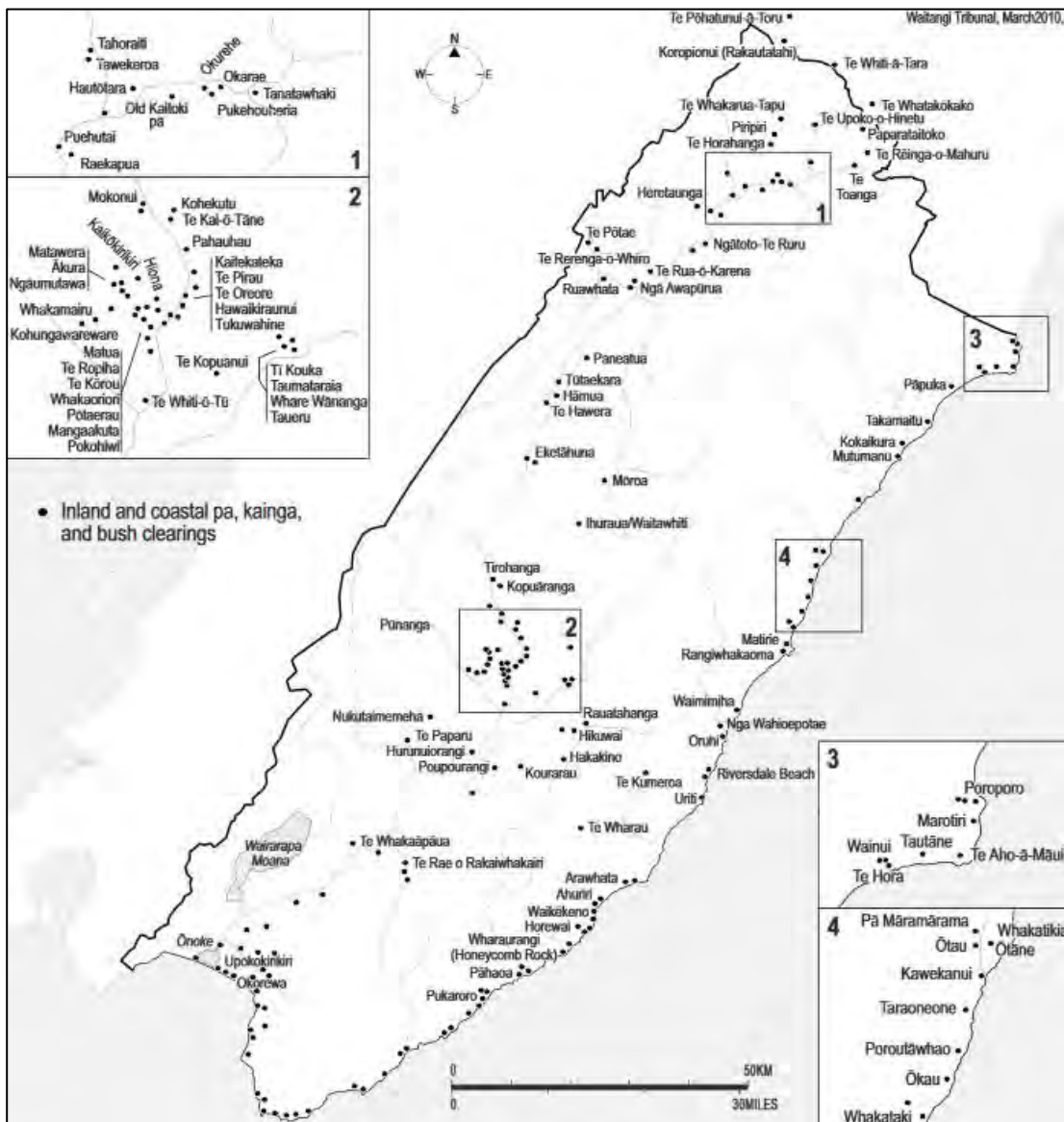
town in the Wairarapa. State Highway 2, is the main route connecting the district to the wider Wairarapa and Wellington to the south, and Tararua to the north.

2.1. MANA WHENUA HISTORY³

The many hapū resident in Wairarapa trace their descent to the ancestors Rangitāne or Kahungunu, or to both tīpuna. By the early 1800s, traditional occupation in the Whakaoriori area was clustered around the wetland areas between the Waingawa, Waipoua and Ruamāhanga Rivers and along the coast (refer Image 1 below).

Settlements were seasonal with many hapū moving between the coast and inland in response to the availability of food. Prior to 1840, all travel was on foot, or by water, and a network of tracks and waterways linked the various districts of the area.

IMAGE 1: Traditional Occupation in Wairarapa ki Tararua



³ Refer Volume 1: The People and the Land, Wairarapa ki Tararua Report https://forms.justice.govt.nz/search/documents/wt/wt_doc_68640003/wairarapa20ki_per_cent20tararua_per_cent20vol_per_cent20i.pdf

The period from 1800 to 1840 was one of considerable change for the people of Wairarapa ki Tararua. Within a relatively short span of years, introduced plants, animals, and technology altered the nature of the ecology and economy of the Wairarapa. Some traditional resources were destroyed by the introduced species, while the new crops and animals became major food sources. New diseases increased death rates among the local people, and muskets transformed the nature of warfare throughout New Zealand, with enormous impact on Wairarapa.

In response to the escalating warfare from Toa Rangatira, Ngāti Mutunga, Te Atiawa and Ngāti Raukawa, a large proportion of the tangata whenua population left their homelands for Nukutaurua and Manawatū. They returned in the late 1830s and 1840s, but changes in the economy and the adoption of Christianity modified their earlier settlement patterns.

As pākehā pastoralists moved into Wairarapa, they encountered a society in the process of change, both in terms of the food they ate and how they acquired it and, more importantly, in terms of their rates of sickness and death. Also, as a direct result of missionaries' challenges to long-held beliefs, the spiritual power of tapu and related concepts was questioned for the first time.

In the 1840s and 1850s, Pākehā settlers began to move from Wellington to the Wairarapa to establish homesteads and sheep runs. Initially there were informal leasehold arrangements with Māori, but after the Native Land Purchase Ordinance of 1846, this option was no longer available, and the Crown acquired large tracts of land from Māori. This alienation of Māori land continued throughout the remainder of the 19th and 20th centuries and today mana whenua owns less than one per cent of its original land area.⁴ Redress has been sought through the Treaty Settlement process with the Ngāti Kahungunu ki Wairarapa Tamaki Nui-ā-Rua Treaty Settlement Trust and the Rangitāne Tū Mai Rā Settlement Trust mandated and established to progress the respective treaty claims of Ngāti Kahungunu ki Wairarapa uri and Rangitāne o Wairarapa uri. The Crown and Rangitāne Tū Mai Rā signed a Deed of Settlement on 6 August 2016. The Crown and Ngāti Kahungunu ki Wairarapa Tamaki Nui-ā-Rua Trust initialled an Agreement in Principle on 22 March 2018.

2.2. NON-MĀORI SETTLEMENT OF THE MASTERTON TOWNSHIP

Masterton township was founded in 1854 by the Small Farms Association, described as follows in Gareth Winter's book, 'A Very Public Reserve'⁵:

'The broad outline of the pakeha settlement of Masterton is a well-known story - a fable almost. It runs like this. A group of Wellington working class men with little capital, led by cooper Joseph Masters, became concerned about their lack of access to farmland. They formed the Small Farms Association and petitioned Governor George Grey to set aside land in the Wairarapa valley for a small farm settlement.

Although details change over the time of the scheme, the central concept involved 40- acre farms surrounding a central township, where each of the participants was allotted a 1-acre section.... The 40-acre farms were designed to be large enough to be self-sufficient...'

The original survey plan of the town shows land alongside the Waipoua River, set aside a 'public reserve'.

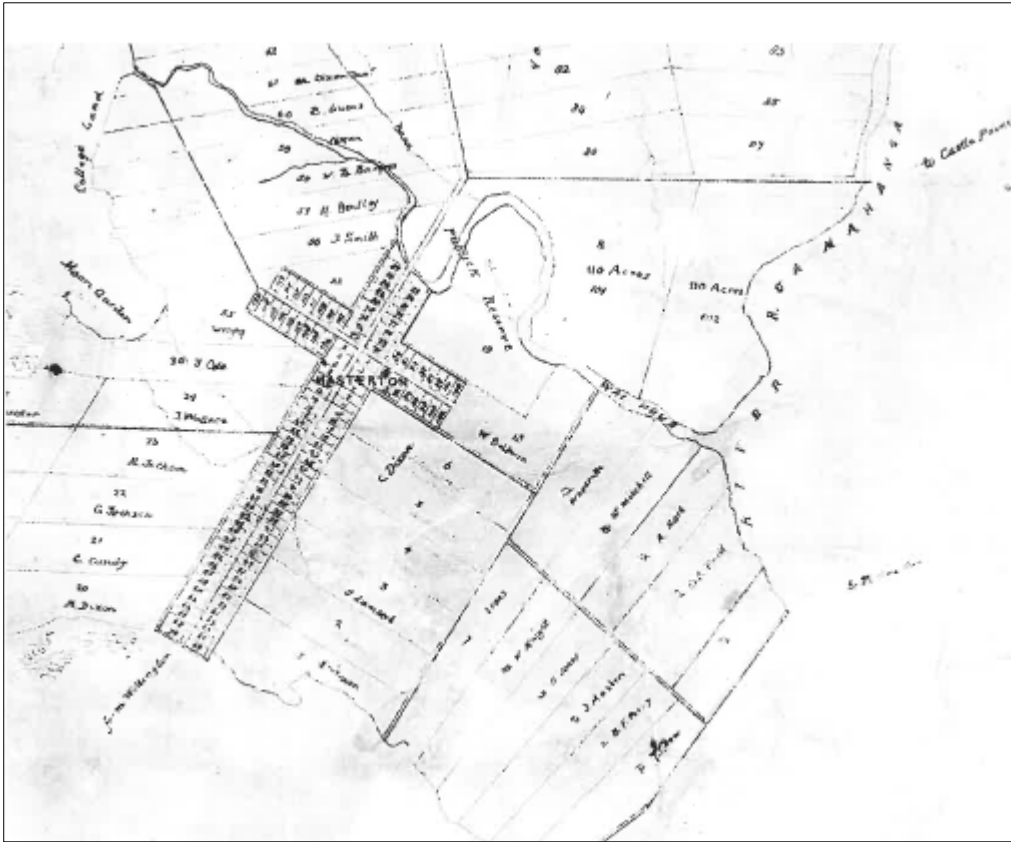
The original shape of the town is still evident today and the 'public' land along Waipoua River forms the core of Council's parks and open space in the town. Masterton today remains a

⁴https://forms.justice.govt.nz/search/documents/wt/wt_doc_68640003/wairarapa20ki_per_cent20tararua_per_cent20vol_per_cent20i.pdf

⁵ A Very Public Reserve - the Story of a Community's Parks, 2008 Gareth Winter

relatively low-density urban area, influenced by its surrounding rural environment and with numerous valued green spaces and high numbers of mature trees and plantings within the urban area.⁶

IMAGE 2: 1856 Plan of Masterton Town⁷



2.3. DISTRICT GROWTH TRENDS

Since its early settlement, Masterton District has grown to a total population of 26,800 with most of residents, 21,510 people or 80 per cent of the district's total population, living in Masterton town. Population growth has been strong over the past decade, and while this is anticipated to slow in the near term as a result of COVID-19, it is expected to pick up again in 2023 as the economy recovers and hold at a steady level until the mid-2030s. Masterton's population is projected to grow from 26,800 in 2019 to 31,692 in 2051.

Population growth is expected to take place mainly within the Masterton urban area, with expansion on the north and west fringes and light intensification around the railway station and Masterton Central. The strongest growth is expected to take place in the Upper Plain area (a population increase of 1,265 over 2019-2051), followed by Opaki (1,336), Lansdowne West (1,001), and Lansdowne East (502). Moderate growth is expected in Solway North (213), Solway South (363) and Ngaumutawa (330). Small population declines are projected in McJorrow Park, Whareama, and Cameron and Soldiers Park (refer Figure 1 below), however it is important to note that this is due to a decreasing household size rather than a decrease in the number of households.⁸

⁶ Masterton Urban Growth Strategy | Planning for Growth To 2043 | 29 March 2019 Boffa Miskell Ltd

⁷ A Very Publick Reserve – the story of a community's parks, 2008 Gareth Winter

⁸ Wairarapa Population Projections 2019-2051, June 2020, Infometrics. NB: areas referred to are Census Area Units (CAU) as defined by Statistics NZ

FIGURE 1: Masterton District Sub-District Population Growth Projections (Medium)⁹

Statistical Area 2	2019	2051	Change 2019-2051
Opaki	1,224	2,560	1,336
Upper Plain	1,316	2,581	1,265
Lansdowne West	1,681	2,682	1,001
Lansdowne East	2,875	3,377	502
Solway South	3,604	3,967	363
Ngaumutawa	1,626	1,956	330
Solway North	2,438	2,650	213
Douglas Park	2,082	2,188	106
Kuripuni	1,711	1,786	75
Masterton Central	741	800	59
Kopuaranga	966	1,015	49
Homebush-Te Ore Ore	1,090	1,138	48
Cameron and Soldiers Park	2,256	2,212	-44
Whareama	1,464	1,375	-89
McJorrow Park	1,726	1,405	-321
Masterton District Total	26,800	31,692	4,892

Key demographic trends that will impact on the way parks and open space are provided and managed in the future include:

- Steady population growth to 2040, followed by a period of levelling out as flat employment leads to lower levels of net migration. This will mean an estimated 4,892 additional residents, or 2,756 new households by 2051. Household growth will continue to be mainly accommodated in the urban areas.
- An ageing population over the next 30 years with the over 65 years age group projected to grow by around 75 per cent between 2019 and 2051, with the average age rising from 42 in 2019 to 48 in 2051.
- The youth population (under 15 years of age) and working age groups (15 - 64 years of age) are projected to remain at similar levels throughout the projection period.
- The Māori population, currently just over 21 per cent of the population¹⁰, is forecast to grow significantly over the next 20 years, however at the same time the rate of growth will slow. The age structure of the Māori population is youthful, with about a third of Māori under the age of 15.¹¹
- As a consequence of an ageing population and broader changes in family size, the fastest growing household types will be one person households and couples without children households. This will result in a strong growth in number of households.

⁹ Wairarapa Population Projections 2019-2051, June 2020, Infometrics

¹⁰ ID Community Profile Masterton District

¹¹ <https://thehub.swa.govt.nz/resources/future-demographic-trends-for-maori-part-one-population-size-growth-and-age-structure/>

- A significant increase in the number of people who identify as Māori (2018:20 per cent of total population/2038: 39 per cent of total population)¹².
- An increase in Asian (from 4 per cent of the total population currently to 9 per cent) and Pasifika peoples (from 3.8 per cent currently to 8 per cent) by 2038¹³.

We also know from other council strategies that the parks and open spaces network needs to provide for its increasingly diverse population and changing needs through consideration of, for example:

- accessibility needs of those with disabilities
- providing a range of opportunities to meet older people's recreation needs
- providing safe and accessible transport options along recreation corridors and linkages¹⁴; and
- providing opportunities for young people/rangatahi to engage with nature, be physically active and learn about the environment.¹⁵

It is therefore important that future provision of parks and open spaces take into account the district's changing demographics as well as recreation trends. For our ageing population, there will likely be decreasing demand for sportsground use and increasing demand for informal recreation, access to quality neighbourhood park spaces, and a safe and accessible walking and cycling network. For our stable youth population, the profile is changing, with a larger proportion of this age group being Māori. Continued access to local neighbourhood space, play opportunities, as well as both formal and informal opportunities to be physically active will remain important.

To be effective, planning for these spaces will need to ensure that parks and open spaces provide spaces and opportunities in a way that recognises and provides for these changing community demographics.

3. WHY DO WE NEED A STRATEGY?

3.1. PURPOSE OF THE PARKS AND OPENS SPACES STRATEGY

The following objectives (in priority order), were approved by Masterton District Council in November 2018¹⁶:

1. *To engage with our community and iwi partners to understand and evaluate our parks and open space network*
2. *To align our network with Council's strategic outcomes*
3. *To set clear directions and develop a sound planning framework for the next ten years*
4. *To develop an affordable and effective prioritised action plan every three years to align with the Long-term Plan.*

¹² <https://profile.idnz.co.nz/masterton/highlights> accessed on 29 May 2020

¹³ Ibid

¹⁴ Wairarapa Positive Ageing Strategy (2016 -2021)

¹⁵ Wairarapa Rangatahi Development Strategy (2016 -2021)

¹⁶ Extracts from the Request for Proposal for the preparation of a Draft Masterton District Council Parks and Open Spaces Strategy, January 2020

In developing this strategy, the council is seeking to 'provide a strategic framework for the district's parks and open space network; a framework that considers the provision, connectivity, purpose and quality of our parks and open space to meet current and future needs of our community' and to ensure:

- 'We operate strategically in a dynamic environment;
- Align our thinking across the organisation and beyond relating to parks and open space;
- Consider our parks and open space as an interrelated network rather than individual stand-alone assets;
- Clear and consistent decision making; and
- We meet current and future community needs, expectations and aspirations.'

3.2. HOW WE DEVELOPED THE STRATEGY

3.2.1 Methodology

The following section describes the processes undertaken to inform the development of the Parks and Open Spaces Strategy:

- **Literature review** – this involved a review of Council strategic and operational documents, other relevant strategic documents (regional and national), population and growth data etc.
- **Spatial mapping** – this involved mapping the Council's parks and reserves and their associated values. Each park or reserve has been assigned an 'activity' category based on their core function or use. The purpose of this is to better understand the parks and reserves as a network, as well as to visually present the accessibility of the parks network to the urban community (refer Appendices 1 and 3 attached).
- **Assessment of parks provision** – an accessibility assessment and benchmarking against national provision of open space has been included as a source of data to help inform the development of the strategy (refer Appendices 2 and 4 attached).
- **Staff workshops** – a staff project team was established to assist with development of the strategy with several workshops held at different stages of the project.
- **Hui** – A hui was held with representatives of hapū, iwi and hāpori Māori to seek feedback on preferred methods for hapū and iwi to be involved in this project, and any input on issues and opportunities for Māori, and a second hui is being held to provide feedback to the draft strategy.
- **Key stakeholder interviews** – interviews were held with representatives of the following groups: Wairarapa Economic Development, Sport Wellington (Wairarapa), Greater Wellington Regional Council, the Sustainable Wairarapa Trust, and Henley Lake Trust.
- **Stakeholder workshop** – stakeholder groups were invited to a workshop to provide input to the strategy. This was attended by 22 individuals from a range of stakeholder organisations.
- **Issues and Opportunities Paper** – an issues and opportunities paper bringing together information to inform the development of the strategy.

3.3. STRATEGIC ALIGNMENT

Council's Wellbeing Strategy 'He Hiringa Tangata, He Hiringa Whenua, My Masterton - Our People, Our Land Strategy' sets out it's overarching framework for supporting the people and

communities of the Masterton/Whakaoriori District in the areas of social, cultural, environmental, and economic development.

Council revised its vision and community outcomes as part of the development of the 2018-28 Long-Term Plan. The community outcomes are also the vision statements in the Wellbeing Strategy, with the inclusion of a community outcome focused on infrastructure:

Vision: 'Masterton/Whakaoriori: Providing the best of rural provincial living'

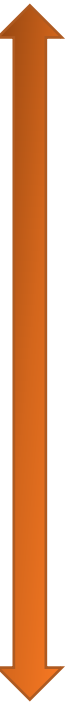
Community Outcomes:

- ***An Engaged and Empowered Community*** - Masterton/Whakaoriori is a positive, strong, inclusive, and self-determining community with equitable opportunities for everyone.
- ***Pride in our Identity and Heritage*** - Masterton/Whakaoriori values the place and role of tangata whenua and is proud of our cultural identity and heritage.
- ***A Sustainable and Healthy Environment*** - Masterton/Whakaoriori has rivers we can swim in and drink from, clean air to breathe, green and blue spaces that we can enjoy and share with future generations.
- ***A Thriving and Resilient Economy*** - Masterton/Whakaoriori has a strong, sustainable economy that supports our people and places.
- ***Efficient and Effective Infrastructure*** - Masterton/Whakaoriori has high quality and cost-effective infrastructure that meets the current and future needs of our community.

The Parks and Open Spaces Strategy is one of a number of key Council strategies that contribute to Council's vision and desired outcomes for its District. The relationship between this strategy and other key strategies is summarised in Figure 1 below. Issues and priorities identified in these other strategies have also informed the development of this strategy.

FIGURE 2 Strategy Alignment

Council & Community Vision	<i>He Hiringa Tangata, He Hiringa Whenua</i> <i>My Masterton – Our People, Our Land Strategy</i>									
	Spatial Approaches					Community Approaches			Economic Development	Biodiversity
Strategic Response	Town Centre Strategy	PARKS & OPEN SPACES STRATEGY	Sport Facilities Plan	Five Towns Master Plan	Walking & Cycling Strategy	Wairarapa Rangatahi Youth Strategy	Arts Culture & Heritage Strategy	Wairarapa Positive Ageing Strategy	Wairarapa Economic Development Strategy	Regional & District Biodiversity Strategies
		<ul style="list-style-type: none"> - District Plan - Reserve Management Plans - Council Long Term Plan - Asset Management Plans - Walking and Cycling Plan 								
Management Response & Implementation										
Benefits	<i>Improved Community Outcomes</i>									
	<i>Social</i>			<i>Cultural</i>		<i>Environmental</i>		<i>Economic</i>		



3.4. NETWORK APPROACH

A key outcome for this Strategy is to manage Council's urban parks and open spaces as an integrated network, where each park is understood in relation to the broader network within which it sits.

To assist with this, a Parks Category Framework, based on Recreation Aotearoa guidelines¹⁷ has been developed for the council's use (refer Table 1 below). Each urban park, or space within a park, has been assigned a category that reflects its main or primary function as identified on the Urban Parks and Open Spaces Network Plan (refer Figure 3 below and Appendix 1).

TABLE 1: URBAN PARKS CATEGORY FRAMEWORK

CATEGORY	DESIGNATION PRIMARY PURPOSE	TYPICAL CHARACTERISTICS
Premier Park/ Public Gardens	High-quality plant collections and landscaping provided for relaxation, contemplation, appreciation, education, events, functions, and their amenity/intrinsic value. There is only one kind of these parks in a district.	<ul style="list-style-type: none"> - Horticultural/botanical display plantings - Display houses - High-quality landscaping - Interpretation, e.g. plant names, historical or horticultural information, visitor centres, education programmes - May be used as venue for events and functions e.g. weddings and light displays
Active Sport and Recreation	Organised/competitive sport and recreation activity, recreation facilities, often multiple use.	<ul style="list-style-type: none"> - Sports facilities, e.g. grass fields, half courts, artificial surfaces - Buildings, e.g. toilets, changing rooms, clubrooms, community centres, community activities - Recreation facilities e.g. playgrounds, skate parks, half courts, picnic areas, bike tracks etc - Seating - Landscaping - Usually large size - Leased sites could be small (e.g. the size of a single club)
Neighbourhood	Informal recreation and sporting activities, play and family-based activities, and social and community activities.	<ul style="list-style-type: none"> - Playgrounds - Recreation facilities e.g. skate parks half court, etc - Picnic facilities e.g. BBQ's/tables/shade - Usually small areas (up to 2.5 ha) located near of within residential areas - Dog exercise areas and dog parks - May have sports fields for junior or informal use - May have building e.g. toilets, community centres/halls etc
Pocket/Amenity Parks ¹⁸	Smaller spaces used informally for relaxation, reflection, and amenity.	<ul style="list-style-type: none"> - Small areas for informal outdoor use - Seating areas - Landscaping
Civic Space	Areas of open space often provided within or adjacent to CBD area and developed to provide a space for social	<ul style="list-style-type: none"> - Business/retail area location - Hard paving - Soft landscaping - Seating areas

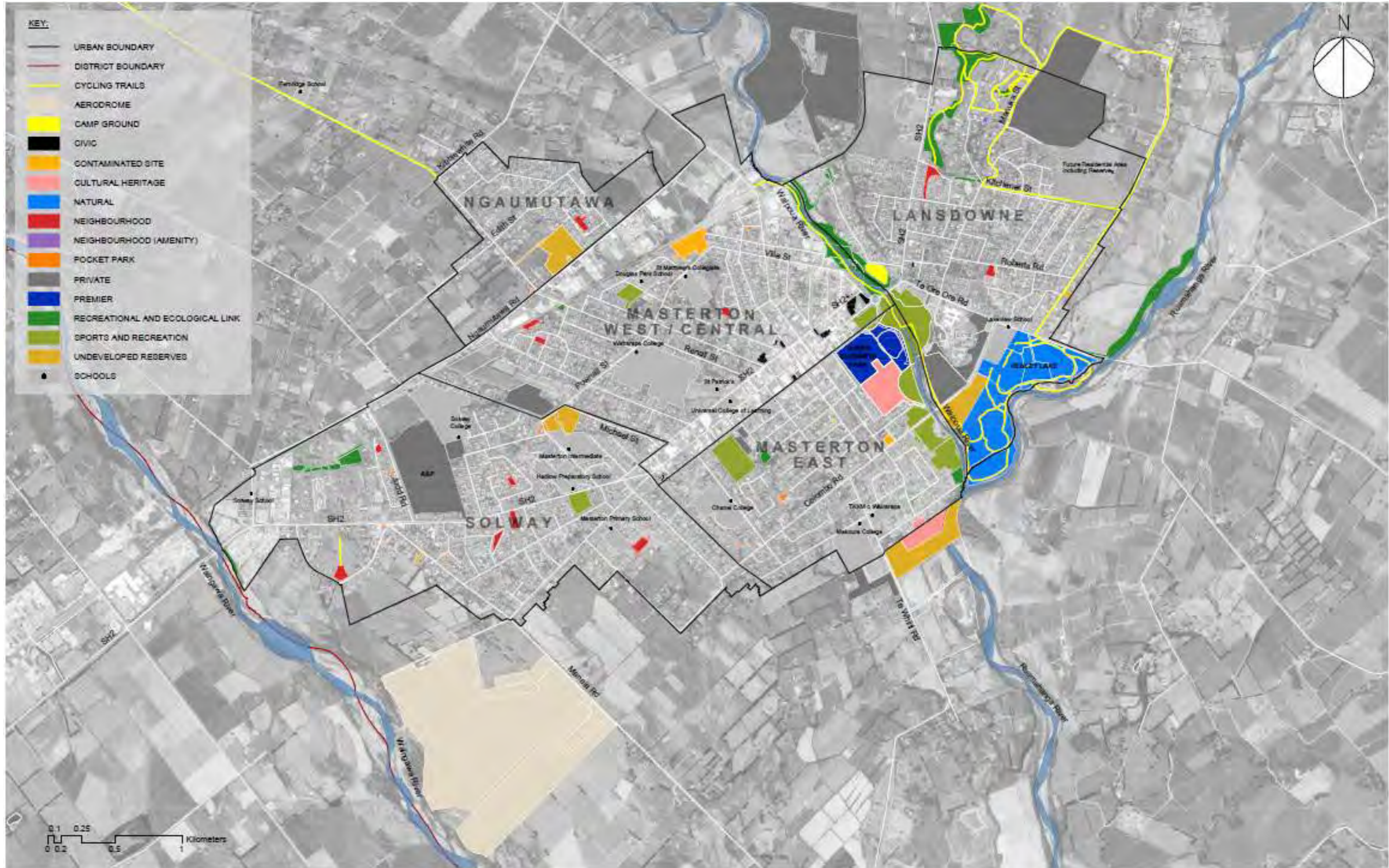
¹⁷ Parks Categories Framework, August 2017, (New Zealand Recreation Association now known as Recreation Aotearoa)

¹⁸ This is a Masterton Specific Category not provided for by the NZRA Parks Categories Framework

TABLE 1: URBAN PARKS CATEGORY FRAMEWORK

CATEGORY	DESIGNATION PRIMARY PURPOSE	TYPICAL CHARACTERISTICS
	gathering, meeting places, relaxation, and enjoyment.	<ul style="list-style-type: none"> - High standard of presentation and maintenance - Associated with Council service buildings such as town hall, library, swimming pool etc
Recreation and Ecological Linkages	Open space, linkages and corridors. Cater for walking and cycling activities and active transport linkages. May provide for environmental protection and access to waterways.	<ul style="list-style-type: none"> - Often, but not always linear in nature - May be alongside waterways or utilise old rail or road corridors - Variable size and often difficult topography - Grass/tree planting or natural vegetation - Walking/cycling paths and tracks - Often connect or provide access to other parks or waterways - Generally, a low level of development other than formed paths and trails
Nature	Experience and/or protection of the natural environment:	<ul style="list-style-type: none"> - Native bush, coastal margins, forestry, wetlands, riparian areas and water bodies - Developments to provide facilities for walking, biking, horse riding, camping, picnicking, birdwatching, scenic viewing and visitor information
Cultural Heritage (cemeteries)	Protection of built cultural and historical environment to provide for heritage conservation, education, commemoration, mourning and remembrance	<ul style="list-style-type: none"> - Cultural heritage features e.g. pa sites - Historic heritage, buildings or structures - Memorial sites - Cemeteries
Undeveloped Reserves	Undeveloped site that may be part of existing parks or reserves land parcel, or may be other undeveloped site not currently being utilised but with potential for future inclusion in the parks and open spaces network	<ul style="list-style-type: none"> - Mown grass - Leased out for grazing or similar - Public excluded

FIGURE 3: OVERVIEW OF MASTERTONS PARKS AND OPEN SPACES BY CATEGORY



4. WHAT DO WE HAVE AND WHY ARE THESE SPACES IMPORTANT?

4.1. WHAT DO WE HAVE?

Council owns an estimated area of just under 400 hectares of parks and open spaces across the district¹⁹, as summarised in Tables 2 – 4 below. Approximately a third of this land is located within the urban boundary. While some of these open spaces are not publicly accessible, all Council owned land has been identified to provide a full picture of open space in this district. Those sites that are not publicly accessible, subject to further assessment, may be able to contribute to the network in the future.

TABLE 2: URBAN PARKS AND OPEN SPACES PROVISION

PARK CATEGORY	AREA (HA)	INCLUDED	NOT INCLUDED
Premier	15.0	✓	
Neighbourhood	4.93	✓	
Civic	2.83	✓	
Pocket Parks	1.31	✓	
Recreation and Ecological Linkage	27.88	✓	
Sport and Recreation	18.46	✓	
Natural	46.67	✓	
Cultural Heritage	3.05	✓	
Campground	(6.37)		✓
Hood Aerodrome and Masterton Motorplex Facility	(146.3)		✓
Undeveloped Reserves and Open Space /Grazed/Vacant (urban)	(77.19)		✓
Urban Total		120.12	229.87

TABLE 3: RURAL PARKS AND OPEN SPACES PROVISION

PARK CATEGORY	AREA (HA)
Recreation/Neighbourhood Reserves	5.38
Rural Reserves (with community facility)	14.79
Natural (Esplanade Reserves)	26.25
Natural Heritage (Cemeteries)	4.811
Holding Paddocks	21.88
Forestry Blocks	65.59
Gravel Reserves	9.28

¹⁹ Note: areas provided are approximate based on the information available at the time of writing. GIS mapping and title checks are required to ensure accuracy. Council also has a further 230 ha of open space including Hood Aerodrome, the Masterton Campground (Mawley Park) and other smaller parcels of land not currently accessible to the public.

Rural Total (ha)	147.98
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TABLE 4: COASTAL PARKS AND OPEN SPACES PROVISION

PARK CATEGORY	AREA (HA)
Coastal Reserves	2.17
Community Reserves (with facility)	0.9255
Natural (Esplanade Reserves)	111.19
Holding Paddocks	0.5018
Gravel Reserves	2.23
Other	9.69
Coastal Total (ha)	126.72

4.2. URBAN MANAGEMENT AREAS

Three urban management areas have been defined for parks and open spaces within the urban area of Masterton. These are:

- **The CBD Management Area** – this area comprises the civic parks contained within the CBD area bound by Bruce Street, Chapel Street Walton's Ave/Kuripuni Street and Dixon Street. These spaces are included as part of the Town Centre CBD Strategy and therefore have little emphasis in the Parks and Open Spaces Strategy. It is important however, that Council staff coordinate efforts across these spaces to ensure integrated outcomes can be achieved.
- **The Waipoua River Management Area** – this area comprises a cluster of parks and open spaces located along both sides of the Waipoua River. It includes some of Masterton's oldest and most significant parks and reserves areas including Queen Elizabeth Park and Henley Lake, the Pioneer Section of Masterton Cemetery, as well as sports fields and connections along the riverbanks. There is also public land owned by other community groups and organisations within this area including Masterton Red Star Rugby Club sports field. This area has local and regional significance, as well as being an important visitor destination in Masterton. Coordinated planning for this area as a whole is critical to maximising its benefits to the district.
- **The Masterton Suburban Management Area** – this area comprises the parks and open spaces in the suburban communities of Masterton. It includes areas of sports fields, cemeteries, neighbourhood parks, pocket parks, natural areas and recreation and ecological linkages. Maximising use of parks and open space within these suburbs to ensure good access for the communities in which they are located, and a strong local neighbourhood function is important for parks within this management area.

4.3. WHY PARKS AND OPEN SPACES ARE IMPORTANT?

Parks and open spaces are an essential part of any community providing opportunities for contact with nature, health and exercise, social connection as well as for nurturing healthy ecosystems and conserving and enhancing our natural world. They also provide important connections to our past and opportunities for remembering our stories and celebrating our

heritage. For mana whenua, public land also provides an important opportunity to strengthen their traditional practices and cultural relationships with the land.

In our progressively urbanised and technological world, creating relevant spaces and opportunities to continue delivering health and well-being outcomes is increasingly important. The value of access to quality parks and open space was highlighted during the recent Covid-19 lockdown (March – May 2020) when demand for access to the district’s parks and open spaces and public recreation trails skyrocketed.

5. WHAT DO WE NEED TO THINK ABOUT?

An ‘Issues and opportunities – Discussion Paper (October 2020)’ developed to inform this strategy, identified key issues and opportunities for the parks and open spaces of the Masterton District. The findings of that paper are summarised here as context for the Strategy.

5.1. STRATEGIC ALIGNMENT, INTEGRATED MANAGEMENT, LEGAL PROTECTION AND PLANNING

5.1.1 Strategic Alignment and Integrated Management

The importance of strategic alignment and the need for integrated management planning are addressed in section 4.2 and 4.3 above and will influence how Council seeks to manage its parks and open spaces into the future. Understanding the role of each park within the wider network setting is important, not only for existing parks and open spaces, but also for future areas that Council may consider acquiring (e.g., when residential land is subdivided).

5.1.2 Legal Protection

Councils existing parks and open spaces varies across the network and in some cases, there is no protection applying to parks and open spaces.

Methods of protection include:

- **‘Gazettal’ (Reserves Act 1977)** – Land gazetted under this Act is classified according to its principal or primary purpose. The only classifications that are controlled or managed by local authorities are Recreation and Local Purpose Reserves, or occasionally Scenic or Historic Reserves. Other reserve classifications are mainly managed by the Department of Conservation
- **Zoning or Designation in the District Plan (Resource Management Act 1991)** – Zoning of land for parks and open space purposes provides some protection and a public process (Plan Change) is required should the zone ever be changed. Currently the Wairarapa Combined District Plan does not have any parks and open spaces zones. A number of Council’s parks and reserves are however ‘designated’ in the District Plan, which allows uses to be carried out consistent with the purpose of the designation. Removing a designation is not a complex process and does not offer any long-term protection for these sites. As part of the District Plan Review there is an opportunity to consider a specific zone for Council owned parks and open spaces.
- **Requiring Esplanade Reserves or Esplanade Strips on Subdivision (Resource Management Act 1991)** – Council can require esplanade reserves or strips when land is subdivided adjacent to the coast, rivers, or wetland areas. Esplanade reserves must be purchased by Council whereas esplanade strips stay in the ownership of the subdivider.
- **Interests Registered on Land Title** – e.g., Queen Elizabeth II Covenants or Conservation Covenants (tends to apply more to private land); Ngā Whenua Rāhui (protective kawenata/covenants on Māori land) or in some cases the title may record that land has

been donated to the council for the use and enjoyment of the public. Examples of this include Douglas Park and Mawley Park.

Application of protection to land acquired for parks and reserve purposes has not been consistently applied over time and unless there is good reason not to protect land (i.e. it has limited value to the network), it is recommended that the presumption should be to protect it in perpetuity. This is important for Council investment in these spaces, to ensure that the community can have long-term confidence in the enduring benefits of its parks and open spaces network. A review of land within the network is required to ensure appropriate protections are in place.

A key time to initiate protection of land being set aside for public use and recreation, is when it is being considered for subdivision. The Wairarapa Combined District Plan requires that on subdivision of land for residential purposes, the developer provides either land, or financial contributions (or a combination of both). It is important that when taking land for reserve purposes, it should be for a clearly identified community purpose and function in terms of the wider network, and be of an appropriate size and location, to meet this need and be appropriately protected.

5.1.3 Planning

Reserve management planning is a tool for managing public land acquired under the Reserves Act 1977. The purpose of such plans is to provide for and ensure that any plan objectives and policies are in line with the park classification as deemed by that Act. Reserve management planning is recognised by Councils nationally as a 'best practice' tool for the management of publicly owned parks and reserves regardless of whether the land has been protected under this Act or not. Reserve management plans provide long term certainty of use, and opportunity for community involvement and input into the planning of individual parks.

A key issue for the council is the need to provide and update its management plans. This has been identified in the council's Parks and Open Spaces Asset Management Plan, as a 'medium' level legal risk, modified to a 'low' level legal risk with ongoing action to update or complete all RMP's being a 'high' ongoing priority.

Recommendations for a suite of reserve management plans will be identified in the working action plan that will be developed to accompany this strategy.

5.2. HAVE WE GOT ENOUGH OF THE RIGHT SPACE IN THE RIGHT PLACE (QUANTITY)?

5.2.1 How do we compare to other areas?

Between 2013 and 2016, the council participated in Yardstick™, a national benchmarking tool where membership organisations contribute information that is then compared across participating Councils. The 2016 results indicated that Masterton District provision of park land at 8.61 ha per 1,000 residents was substantially lower than the rest of New Zealand (19.65 ha) and its peer group of similar sized Councils (14.24 ha). In addition, according to this survey, Masterton District fell well short of neighbourhood park and sports field provision per 1,000 residents; was slightly under in terms of playground provision per 1,000 residents (2.57 per 1,000 compared to national median of 3.98 per 1,000 residents); but had good provision of 'premier park' space (2.48 ha per 1,000 residents compared to national median of 0.6 ha).

The relatively low amount of council-provided park space is in part compensated for by large amounts of publicly accessible land owned by other providers, such as private sports provider Masterton Red Star, the 11 primary and secondary schools in Masterton, the A and P Society, and Millennium Reserve, owned by Masterton Trust Lands Trust. This emphasises the importance of

the council establishing strong strategic partnerships to meet the community's parks and open space needs.

5.2.2 Urban Network Assessment

The following section provides an overall breakdown of provision by category and calculates the provision per 1,000 residents, and a comparison with the national median²⁰. A summary of parks provision by suburb is also provided. The suburban boundaries are based on Statistics New Zealand Census Area Unit (CAU) boundaries.

Total Urban Provision:

Table 5 below summarises urban provision by park category using the framework outlined above.

TABLE 5: URBAN PARK AND OPEN SPACE BENCHMARKING (URBAN)

PARK CATEGORY	AREA (HA)	HA /1,000 RESIDENTS (URBAN)	NATIONAL MEDIAN /PER 1,000 RESIDENTS ²¹
Premier	15.0	0.70	0.39
Neighbourhood	4.93	0.229	0.94
Civic	2.83	0.13	0.05 ha
Pocket Parks	1.31	0.06	-
Recreation and Ecological Linkage	27.89	1.30	2.47
Sport and Recreation	18.46	0.86	2.77
Natural	46.67	5.1	4.97
Cultural Heritage	3.05	0.16	0.45
Urban Total	120.12	5.58	19.65 ha

In addition, there is a further 72 hectares of other land owned by the council within the urban area that does not currently have public access. Overall, these figures indicate that the council's provision of parks and open space is at the lower end of provision, when compared with other councils in New Zealand. This, however, needs to be balanced with factors including Masterton's low housing density, proximity to large areas of conservation land, school provision, and provision by other private providers.

Suburban Provision:

Two assessments of the district's urban neighbourhood parks and reserves space have been completed as part of this strategy as follows:

²⁰ Obtained from Councils Yardstick™ Report 2016.

²¹ Ibid

- An assessment of provision of parks space per category, per 1,000 residents, per suburb (based on Census Area Units); and a separate assessment for the Waipoua River Management Area given its district wide significance.
- High-level accessibility mapping applying a 500m radius (10-min walk) to each neighbourhood park (Refer Urban Accessibility Map in Appendix 2 attached).

In addition, social deprivation index and population density for each suburb is noted. Where there are higher levels of social deprivation and/or higher density, access to open space is particularly important. Populations whose health is greatly affected by urban environments, are those that are more constrained in getting around urban areas as a result of financial limitations, limited mobility, or dependency on others. Such populations include children, older people, people living with disabilities and people living in more socioeconomically deprived neighbourhoods.²² In higher density areas, individual lots size tends to be smaller and the demand for access to open space increases.

Lansdowne (CAU: Lansdowne East and Lansdowne West)

Population	4,293
Number of Houses	1,260
Density (persons per ha)	7.02 – 8.12
Social Deprivation Index ²³	995 – 1022
Total Area of Council Owned Space	21.36 ha
Provision/1,000 residents	4.97 ha
Comment on Parks and Open Space Provision:	<ul style="list-style-type: none"> • Low overall provision of neighbourhood park space and limited/dated play equipment • Good access to recreation and ecological linkages • Waipoua River and Henley Lake located on southern edge of this area • No sportsgrounds • Important that future greenfield residential development in this location addresses shortage of neighbourhood space in this area • Could also better utilise recreation and ecological linkages to provide playgrounds e.g. Ngāti Te Korou Reserve (Fourth Street).
Other Open Spaces	<ul style="list-style-type: none"> • Māhunga golf course • Lansdowne golf course

²² Ministry of Health. 2008. A Portrait of Health: Key results of the 2006/07 New Zealand Health Survey. Wellington: Ministry of Health.

²³ For the purpose of comparison, the Social Deprivation Index is presented as a scale, ranking small areas from the least deprived to the most deprived. The mean is 1000 index points and the higher the number the greater the deprivation.

The Social Deprivation Index is used in the measurement and interpretation of socioeconomic status of communities for a wide variety of contexts such as needs assessment, resource allocation, research, and advocacy. Note that the deprivation index applies to areas rather than individuals who live in those areas.

Schools /Education Providers	<ul style="list-style-type: none"> • Lakeview Primary School.
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Masterton West (CAU: Douglas Park, Kuripuni and Masterton Central)

Population	3,312
Number of Houses	1,731
Density (persons per ha)	4.02 – 16.61
Social Deprivation Index	1020 – 1104
Total Area of Council Owned Space	6.1832
Provision/1,000 residents	1.86 ha
Comment on Parks and Open Space Provision	<ul style="list-style-type: none"> • Low overall provision of neighbourhood park space, and no specific play provision • Limited recreation and ecological linkages • Investigate opportunities for additional neighbourhood park space and/or consider play/multi-purpose opportunities for Douglas Park • Well located for access to open spaces along the Waipoua River including Queen Elizabeth Park
Other Open Spaces	<ul style="list-style-type: none"> • None
Schools /Education Providers	<ul style="list-style-type: none"> • Wairarapa College • St Patrick's Primary • St Matthew's Collegiate • Douglas Park Primary • U-Col of Learning (Tertiary)

Masterton East (CAU: Cameron and Soldiers Park, and McJorow Park)

Population	3,831
Number of Houses	2,331
Density (persons per ha)	14.51-18.57
Social Deprivation Index	1062 – 1240
Total Area of Council Owned Space	37.81 ha
Provision/1,000 residents	9.86 ha
Comment on Parks and Open Space Provision	<ul style="list-style-type: none"> • No formal neighbourhood park space provided and limited play provision • A large proportion of this open space comprises undeveloped land (26 ha) and cemetery land (3 ha) leaving little space for recreational use. • Limited recreation and ecological linkages

	<ul style="list-style-type: none"> Investigate opportunities for additional neighbourhood park space and/or consider play/multi-purpose opportunities for existing sports field in this location (McJorrow Park/Memorial Park) Determine purpose of pocket parks in this location (Timms Pace and Sussex Street) and opportunities for neighbourhood park type provision Consider biodiversity enhancement and education opportunities associated with small area of native bush (Garlands Bush) Well located for access to open spaces along the Waipoua River including McJorrow Park and Queen Elizabeth Park
Other Open Spaces	<ul style="list-style-type: none"> RV Hullena Sports Ground 16A Te Whiti Road (2.43 ha) 16B Te Whiti Road RDA land (3.88 ha) Masterton Bowling Club (0.45ha) Wairarapa Tennis Centre (0.85 ha)
Schools/Education Providers	<ul style="list-style-type: none"> Mākoura College Te Kura Kaupapa Māori o Wairarapa Chanel College

Ngaumutawa (CAU: Ngaumutawa)

Population	1,485
Number of Houses	627
Density (persons per ha)	17.41
Social Deprivation Index	1025
Total Area of Council Owned Space	7.58 ha
Provision/1,000 residents	5.1 ha
Comment on Parks and Open Space Provision	<ul style="list-style-type: none"> Low provision of neighbourhood park space and limited play provision Limited recreation and ecological linkages Determine purpose and function of pocket park on the corner of Ngaumutawa and Upper Plain Road. Important that future greenfield development in this location addresses shortage of neighbourhood space in this area
Other Open Spaces	<ul style="list-style-type: none"> No privately owned open spaces recorded
Schools /Education Providers	<ul style="list-style-type: none"> Fernridge School

Solway (CAU: Solway North and Solway South)

Population	5,799
Number of Houses	2,190
Density (persons per ha)	5.41-11.3

Social Deprivation Index	1024 -1028
Total Area of Council Owned Space	11.90 ha
Provision /1,000 residents	2.052 ha
Comment on Parks and Open Space Provision	<ul style="list-style-type: none"> While there are a number of neighbourhood and pocket parks within the Solway suburb, size of individual neighbourhood park space is small, particularly in Solway South. In addition, the distribution and appropriateness/quality of play provision in these spaces is not well matched to community demographic. There is potential opportunity to extend link recreation and ecological linkages in (Pragnell Street/ Solway Bush/William Donald Drive) through a partnership with the A and P Society, links to Millennium Reserve (Masterton Trust Lands Trust), extending to Council land on corner of Pownall Street and Michael Street. Low provision of parks space and recreation and ecological linkages in Solway South indicates a need to investigate opportunities for additional neighbourhood park space and connectivity linkages in this location.
Other Open Spaces	<ul style="list-style-type: none"> A and P Showgrounds Millennium Reserve Northern banks of Waingawa River and access for example via South Road
Schools /Education Providers	<ul style="list-style-type: none"> Masterton Intermediate Hadlow Preparatory Masterton Primary Solway College Solway School

Waipoua River Management Area

Parks and Open Space Provision

Population (Urban Area)	21,510
Population (District Area)	26,800
Total Area of Council Owned Space	102.89 ha
Provision /1,000 residents (urban area)	4.7 ha
Provision /1,000 residents (District)	3.84 ha

The Waipoua River Management Area comprises a collection of key open spaces located along the Waipoua River Corridor that accounts for approximately 86 per cent of the total urban area's parks and open spaces. These are spaces that are enjoyed by locals, wider district residents, as well as visitors to Masterton and have significant heritage value to the town. It includes Queen Elizabeth Park, a legacy from Masterton's early urban development, Henley Lake, Colin Pugh

Sports Bowl, McJorow Park, Mawley Campground and large tracts of green space and pathway links alongside the river.

The development of these areas has been organic over the years and the council recognises that it is time to take an integrated and coordinated approach to the ongoing management and future development of this area. It is the 'jewel in the crown' of Masterton's parks and open spaces and, given its size and prominence, it is important that the council is strategic in how it manages this area to ensure the community benefits are maximised. The Masterton Town Centre Strategy²⁴ also highlights this area as a strategic green space with opportunities to develop strong linkages with the CBD identified as a priority.

There are a number of significant challenges for this area that will require the council to refine its purpose and rethink how it manages this area. Key challenges include:

- **Water security** – this is an issue across the parks and open spaces network due to the impacts of climate change. Keeping these spaces green in the way they currently are serviced will increasingly become a challenge, requiring different management and vegetation planting approaches.

Water security is a particular concern for Henley Lake that has historically diverted water from the Ruamāhanga River. Future permitted take volumes are set to be reduced, and this will impact on the size and health of the Lake. In addition, water quality is an existing issue, and that will be further exacerbated by low flows.

The water for the lake in Queen Elizabeth Park is sourced from the Waipoua River. The resource consent for this expires in 2023, after which time Council anticipates that they may no longer be able to draw water for this purpose during low river flows. There is a significant existing leakage issue with this lake and Council are currently investigating options to address this. Currently, water quality is not an issue for this lake.

In the future, it is likely that Council will have to move to a greater level of intervention if both lakes are to be preserved in their current form.

- **Future purpose and function** – given the importance of all these spaces along the Waipoua River to the district, it is imperative that they have a clearly defined function and that each space works well individually and together as a whole.

The purpose and function of Queen Elizabeth Park, for this exercise, has been categorised as a 'premier' park. It appears to primarily have a botanical gardens function, but its future use and management should be clarified and could be extended to include educational and cultural opportunities.

A key part of the future management of this area will be to understand how all the areas link with each other and the movement of people through the site (vehicles, pedestrian and cycling) as well as the rationalisation of entrance and parking areas and the location of ablutions. Where possible parking areas and community facilities should be shared. Identifying the role this core space plays in providing regional and local events will also be important in the development of this area.

5.3. ARE OUR PARKS MEETING COMMUNITY NEED? (DISTRIBUTION AND QUALITY)

Good accessibility to quality parks and open space is an important component of healthy urban areas and there are numerous international studies that indicate park quality and accessibility are positively associated with wellbeing. While New Zealand is generally considered to be well

²⁴ <https://mstn.govt.nz/council-2/projects/cbd-village-concept-upgrades/>

provided for in terms of access to parks and open space, and these spaces are well-used and highly rated by users, consideration of the distribution and the quality of these spaces will become increasingly important as urban density increases and our town expands.²⁵

For the purpose of this strategy, a 500-metre buffer has been applied to the town's neighbourhood parks as a general indicator of a 10-minute walk to available community open space (refer Urban Accessibility Map attached in Appendix 2). This map provides a broad indicator of gaps in access to neighbourhood park space which is further summarised in Table 6 below. Good access to neighbourhood parks is desirable in suburban areas, given their local community-oriented function (as outlined in Table 1 above).

TABLE 6: ACCESS TO NEIGHBOURHOOD PARKS (URBAN)

Suburb	Access to neighbourhood park space	Provision per 1000 residents	Park name and play function
Lansdowne	Average - poor	0.095 ha	Burling Park - limited play function
Masterton West	Average - poor	0.368 ha	Coddington Cres/Nops Reserve/Norris Reserve - no play function
Masterton East	Poor	0 ha	Play function provided as part of McJorrow Park (Cameron Cres)
Ngaumutawa	Average	0.415 ha	Ben Iorns Reserve - Limited play function
Solway	Average	0.5960 ha	Churchill Park/Taranaki Street/Surrey Street/Solway Crescent/Riverstone Park/ Kirk Reserve/Margaret Street Reserve Multiple neighbourhood parks with limited play function and small in size.

5.3.1 Neighbourhood Parks

Neighbourhood parks are spaces that are available for general community use. Typical characteristics include playgrounds, recreation facilities (e.g. skate parks, half courts, bike tracks and other informal recreation activities), picnic facilities, dog exercise areas and may have sports fields for junior or informal use, as well as buildings such as toilets, community centres/halls etc. These parks are generally small area (up to 2.5 ha)²⁶ and ideally every household would have access to such a park within a 10-minute walk.

The data above indicates that Masterton has a shortage of neighbourhood parks in some areas. In addition, the function of these spaces tends to have limited or ageing play equipment, with otherwise limited amenity, and there is opportunity to improve the function of these spaces. Provision of suitable spaces with a neighbourhood function can be achieved in a number of ways including through developing other existing greenspaces (such as recreation and ecological

²⁵ <http://sustainablecities.org.nz/wp-content/uploads/Blaschke-Chapman-et-al-30may17-on-Density-and-UGOS-final-delinked.pdf>

²⁶ NZRA Parks Categories Framework (2017)

https://issuu.com/newzealandrecreationassociation/docs/nzra_parks_category_framework_fina

linkages, or sports field) as multi-purpose spaces, improving accessibility to existing neighbourhood spaces with better cycling and pedestrian linkages, development of additional neighbourhood parks as new residential development occurs, or shared services with other open space providers such as schools and community trusts. In some cases, purchase of additional land may be required.

5.3.2 Playgrounds

The council has 10 playgrounds in the following locations:

- four within suburban neighbourhood parks (Ben lorns, Burling, Judd and Margaret Street Reserves)
- two located on sports fields (McJorrow Park, Masterton East and South Park, Solway)
- one each district playground at Queen Elizabeth Park and Henley Lake.
- one at Mawley Park campground (not publicly accessible)
- one at Riversdale Beach.

An audit of these playgrounds was completed in 2017. As a result of the audit, Council has been working to address and improve compliance and maintenance issues to ensure playgrounds are in a good and safe condition.

As with the parks themselves, the provision of Council playgrounds is of mixed quality, age and location. Play needs within the district and particularly the urban area is based on historical provision and further assessment of play needs in the district would assist in ensuring future play opportunities are well located to meet identified community need.

5.3.3 Sports Fields and Facilities

The above data indicates Council provision of sports-fields is low by comparison to other local authorities. However, a Sports Facilities Plan²⁷ completed for the district in 2014 concluded that Masterton had an extensive estate of public parks, with an oversupply of sports fields (but an undersupply of flood lit fields for training). It also indicated that many of the facilities on Council Parks had reached or were nearing, the end of their functional and economic lives.

The Plan identified that *'partnerships and collaboration are the key transformational opportunities available to create a sustainable and 21st century sporting infrastructure in Masterton District over the next 20 years'* and made the following recommendations of relevance to this strategy:

- A focus on co-location of facilities where there is potential for sharing of facilities (gym/changing rooms and other amenities, meeting and social spaces), parking, and staff, etc.
- Integrated hubs and 'sportville partnerships' to enable a range of sport and recreation activities to be undertaken at this site.
- Sporting precinct: clustering similar facilities in close proximity, with Memorial Park and Queen Elizabeth to McJorrow Park identified as suitable locations. In particular the report noted that the Queen Elizabeth to McJorrow Park space has the largest collection of established sporting facilities within the district but that it does not function as a single cohesive precinct because of distances between areas and separate road entrances.

²⁷ Prepared for Masterton District Council February 2014, Global Leisure Group

Since this plan was developed, a significant upgrade/development of the netball courts has been completed, however, overall conclusions potentially remain relevant to this strategy, particularly the idea of a sporting precinct within the Waipoua River Management Area. This should be addressed as part of the Reserve Management plan for this area.

A review of the Wellington Regional Sports Fields Strategy (2013) is about to be undertaken by Wellington City Council in partnership with Sport New Zealand. This presents an opportunity for the Wairarapa local authorities to be involved and take a strategic regional approach to provision, and to test if the findings of the above strategy are still relevant.

5.4. URBAN GROWTH

Masterton's demographic growth trends are outlined in section 2.3 above. In terms of direction of growth, the Masterton Urban Growth Strategy²⁸ identifies that expansion to the east of the town is significantly constrained by the presence of public infrastructure in this general locality, including the wastewater treatment plant, waste transfer station, and the Hood Aerodrome and its main flight paths (to the southeast). There is also significant flooding risk from the Waipoua and Ruamāhanga Rivers.

By contrast, the western and northern sides of Masterton's current urban area are generally less constrained (particularly in terms of flood hazard risk and large infrastructure/land use compatibility). The Urban Growth Strategy identifies five growth areas in this location (refer Image 3 below) including:

- Williams Block outside Urban Boundary (3.7ha)
- Chamberlain Road FDA Extension (23ha)
- Opaki Road FDA Extension (23ha)
- Nikau Heights Extension (45.7ha)
- Carters South Belt outside Urban Boundary (5 ha).

These areas (subject to detailed assessment) could collectively yield about 870 new residential lots for Masterton. Some of these areas are within the existing residential boundary (and therefore suitably zoned within the District Plan) but others will require a plan change for residential development to proceed.

From a parks and open spaces perspective, it is important that Council can respond proactively and in an informed manner to residential expansion so that Council's vision '*providing the best of rural provincial living*' can be achieved. The western and northern sides have existing low levels of Council provided parks and open space and poor connectivity and linkages. They are also further located from the key recreational Waipoua River Management Area and have less local benefit from this area.

The council's parks and open spaces team need to be resourced to be involved early in the design and provision of these open spaces

Opportunities for involvement include:

- Plan Change/District Plan Review
- Concept Plan development stage

²⁸ Masterton Urban Growth Strategy | Planning for Growth to 2043 | 29 March 2019 | Boffa Miskell Ltd

- Subdivision stage, including preapplication meetings, further information requests, recommending of conditions

It is also recommended that the Parks and Open Spaces team advocate to have input to a development of a subdivision guide for design and development of new open spaces.

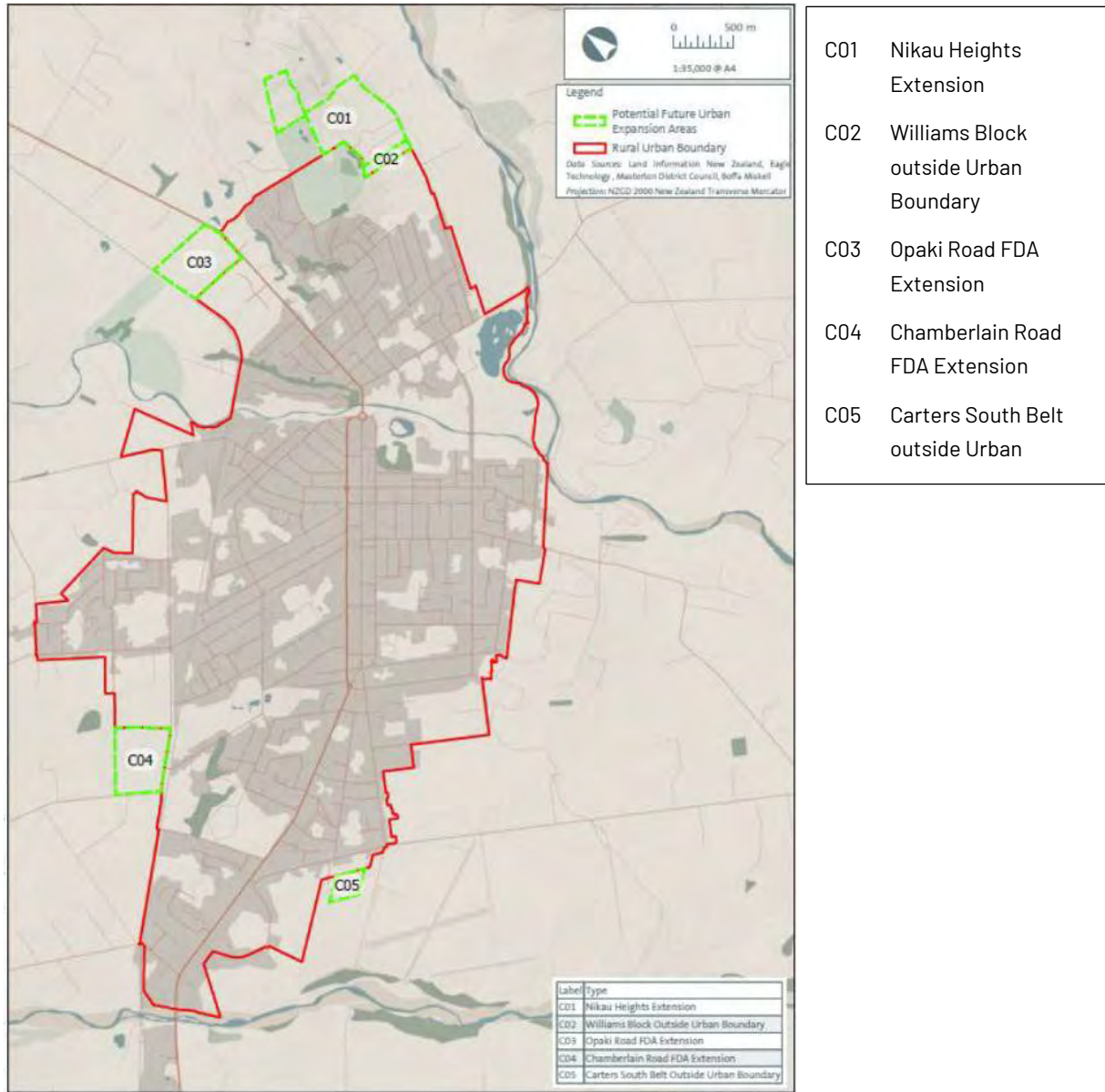
The current review of the Wairarapa Combined District Plan also presents an opportunity to provide District Plan provisions that encourage appropriately sized and well-located parks and open spaces and infrastructure.

5.4.1 Land Acquisition and Disposal Guidelines

Council from time to time may consider the selling of land under its ownership. For land not held within the parks and open spaces network (e.g. land for housing, underdeveloped sites, forestry blocks, gravel reserves, contaminated sites etc), the council should consider the potential recreation and open space values of these sites to the network prior to its disposal. If there is a strategic reason for doing so, i.e., to address an identified shortage of park space within an area, or as a potential linkage with the network and/or recreation trails this benefit should be addressed as part of any consideration.

The potential sale of land that is within the parks and reserves network should be discouraged unless it can be shown that there will be no negative effect to the community, or on the network, as a result of divesting this land.

IMAGE 3: Potential Residential Expansion Areas - to be investigated



5.5. PARTNERSHIPS AND COMMUNITY ENGAGEMENT

5.5.1 Mana Whenua

It is acknowledged that traditionally, Masterton District Council's parks and open spaces provision has not reflected the district's Māori history and heritage, and there has been little recognition of any partnership with mana whenua.

The loss of Māori land (less than one per cent of the Wairarapa region is in Māori ownership) has also impacted on the practice of Māori traditions and culture and for this reason Māori support work that enhances biodiversity, ecosystems and are future focused. Working with mana

whenua to understand and respect traditional kaitiakitanga²⁹ principles in the delivery of its parks and open spaces, is an opportunity for Council to develop stronger relationships with iwi, hapū, marae and hapori Māori. The desire by Council to do this is also reinforced in Council's Wellbeing strategy 'He Hiringa Tangata, He Hiringa Whenua'.

Hui with representatives of hapū, iwi and hapori Māori have identified a real desire to develop partnerships with Council in the area of parks and open spaces. Specific issues and opportunities identified at the hui included:

- Identifying key Māori values that can be reflected across the parks network by appropriate reference to place, and provision for special events (e.g., Matariki) and traditional practices (e.g. raranga/weaving and rongoā māori/traditional māori medicine) mahinga kai (food gathering areas) and maara kai (food gardens), water as the essence of life, access routes and a means of travel, indigenous planting, etc.
- Kaitiaki lens over management - with a focus on clean water and water resilience, i.e., looking at discharges (e.g. chemical use)/water use; vegetation sourcing and management etc. At the hui it was identified how important local sourcing of seed is to get the correct harakeke/flax for weaving for example. The seed needs to whakapapa to this area, be cared for correctly, and what is not needed or left over after weaving be appropriately disposed of.
- Providing partnership opportunities that will increase whānau pride in their identity, as well as increase pride Māori heritage generally across the district. For example, opportunities to co-design spaces will ensure that Māori whakapapa and aspirations are accurately and appropriately provided for in the parks and open network.
- Adoption of Māori names, use of pōhiri and whakapapa across the parks network, and educating about authentic local Māori stories as approved by the appropriate hapū. Passive technology provides a huge opportunity for this to take place.³⁰
- The need to appropriately resource wananga and partnerships.

5.5.2 Strategic Partnerships

The council is not the only provider of parks and open spaces, nor can it meet the parks and open spaces needs of its community on its own. For this reason, strategic partnerships with the other providers are important. Strategic partners identified (but not limited to) in this strategy include:

Local and Regional Authority and Government Partners

Masterton District Council is encouraged to work strategically with its local authority partners in the wider Wairarapa area. An example of where this is working well is the evolving Five Towns Trails network where the council is working collaboratively with its local authority counterparts. Alignment of trail opportunities with the parks and open spaces network is anticipated to provide multiple health, and wellbeing as well as economic benefits to the district.

Collaboration for sports field provision has been identified above as another example where it would be beneficial for Councils to work together. Users of these spaces tend to be mobile and given the proximity to Carterton and South Wairarapa Councils, a regional network approach to the provision of sports fields is recommended.

Developing partnership with Greater Wellington Regional Council is also desirable given the location of MDC's key parks along the Waipoua River Corridor and ongoing issues with water

²⁹ Broadly defined as 'guardianship' or 'protection'

³⁰ For example, refer <https://arataki.app/>

security and quality. Working collaboratively will also be important to achieve good connections and access to and along the Waingawa and Ruamāhanga Rivers as part of the Five Towns Trails network.

There may also be opportunities to partner with Government agencies such as the Department of Conservation and Sport New Zealand for the benefit of the district parks and open spaces.

Schools and the Ministry of Education

Masterton has 11 schools located within its urban boundary, and these schools contribute significant additional open space in the town. Whilst a number of these school are integrated (i.e., they own their land) and public access to individual sites varies, a lot of residences bound these schools, particularly the colleges, and this provides indirect access to open space. Much of this open space is also accessible to the wider community and include sports fields and some playground provision.

Private Providers

Masterton also has a number of significant open spaces provided by other providers including:

- Māhunga Golf Club, 36 ha (Lansdowne)
- Masterton Golf Club, 48.80 ha (Lansdowne)
- Masterton Red Star Sports field (Lansdowne)
- RV Hullena Sports Ground, 2.43 ha (Masterton East)
- 16B Te Whiti Road RDA land, 3.88 ha (Masterton East)
- Masterton Bowling Club, 0.45 ha (Masterton East)
- Wairarapa Tennis Centre, 0.85 ha (Masterton East)
- A and P Show Grounds, 33.95 ha (Solway)
- Millennium Reserve – Masterton Trust Lands Trust, 5.92 ha (Solway)

5.5.3 Community and Volunteer Partnerships

Community groups and volunteers also contribute a significant amount of time and energy to Council's parks and open spaces. This includes time in terms of co-management (Henley Lake and Queen Elizabeth Park), as well as volunteer time working in the parks (e.g. Kirk Reserve community) and fundraising to implement community initiatives.

Working with groups such as the Sustainable Wairarapa Trust for example, is also important as Masterton works towards improving urban biodiversity.

On-going engagement with the general community, including representatives of different demographic and groups, minorities, families and specific neighbourhoods, will also be important going forwards as reserve management plans are developed for the different reserves or collective of reserves.

A workshop with stakeholder groups, held as part of the preparation of this strategy, emphasised a strong desire for community working together with the council on the development of the network to encourage community buy-in and a sense of ownership of these spaces. Show-casing the parks through celebrations and events was also highlighted as an opportunity to further strengthen these community relationships.

5.6. DISTRICT HERITAGE AND CHARACTER

5.6.1 Mana Whenua Heritage and Culture

As identified above, there is real opportunity to partner with mana whenua, to give visibility to the stories of district's early settlement, across the parks and open spaces network. We also know from other council strategies that the parks and open spaces network provides opportunity to celebrate language and culture through events, telling our district's stories and ahurea Māori³¹, as well as increase whanau pride in their identity.³²

5.6.2 Urban Heritage and Landscape Character

Masterton's urban landscape character is derived from its many mature trees (within parks and on streets) and its relationship adjacent to the rivers and underlying network of streams. Recognition of this character across the parks network needs to be provided for in an integrated way. The history of the development of the town is also inextricably linked with the development of the surrounding rural area and it is important that these links are also acknowledged and provided for within the network.

Recognition and maintenance of this character in Masterton's parks and open spaces will help reinforce the district's identity.

5.6.3 Public Cemeteries

Councils are required by the Burial and Cremation Act 1964 to provide public places of burial. These spaces are important as places of remembrance and reflection, as well as being a record of social history. Cemetery management must ensure enough space is available for burials, and provide for maintenance of older cemeteries and protection of heritage items.

5.7. SUSTAINABLE ENVIRONMENTS AND BIODIVERSITY

The community has indicated that sustainable environmental development is a key priority, with issues such as biodiversity, water and air quality, and climate change, including energy conservation, being some of the top priorities. The council supports current education initiatives such as funding for Enviroschools and is a member of the Sustainable Living Trust.³³

Masterton's parks and open spaces have an important role to play in addressing these environmental challenges Key issues include:

- **Climate change** - Addressing issues associated with climate change, such as water security, vegetation resilience, increased urban temperatures and the need for shade, asset maintenance in a harsher environment etc will be ongoing. There are also additional issues associated with the district coastal parks such as erosion and inundation.
- **Loss of indigenous biodiversity** - Nature is part of New Zealanders' everyday lives and our native trees, plants, birds, animals, insects, and the places they inhabit are all part of who we are. Native biodiversity helps provide clean water, nutrient cycling, mahinga kai (food provisioning), and materials for other purposes such as raranga (weaving) and rongoā (medicinal uses). However, our indigenous biodiversity is declining and is at risk of becoming extinct.

A recent government draft National Policy Statement for Indigenous Biodiversity (NPS-IB)³⁴ sets out a national framework providing draft direction and guidance to territorial authorities with respect to the protection and enhancement of indigenous biodiversity,

³¹ Arts, Culture and Heritage Strategy 2019-2014

³² He Hiringa Tangata, He Hiringa Whenua, My Masterton: Our People, Our Land Strategy

³³ He Hiringa Tangata, He Hiringa Whenua, My Masterton: Our People, Our Land Strategy

³⁴ November 2019

that once adopted, will be required to be implemented through Natural Resource Plans and District Plans. It sets a target of 10 per cent of indigenous vegetation cover for urban areas and proposes an integrated approach incorporating mātauranga Māori³⁵ and kaitiakitanga principles relating to indigenous biodiversity and a *ki uta ki tai* (mountains to sea) approach.

In the urban area, the council provides a range of open space environments. The way they are managed impacts on the health of these environments and their ability to have good biodiversity outcomes. Issues such as chemical use, pest management, water and vegetation management all need to be considered. Some parks will also lend themselves more to being managed as natural spaces than others. For example, Henley Lake is a natural environment that has significant positive benefits for urban biodiversity, whereas the district's sports parks are more strictly controlled environments where the focus is on providing good playing surfaces.

In addition, encouraging native plant regeneration and identifying carbon sequestration opportunities, however small, as part of the council's parks and open spaces management can also help address climate change issues.

Ecological and recreation corridors have an important role in enhancing the district's biodiversity as do the small remaining pockets of indigenous vegetation such as Garlands Bush and Kirk Reserve (urban area). Connecting with tree planting along road corridors and streams will also further enhance urban biodiversity.

Working closely with mana whenua will also be important in improving the networks indigenous biodiversity.

As the urban area grows, the council will seek to adopt urban design and sustainability principles as part of new open space design, taking into account frameworks such as the Healthy Streets³⁶ approach, as well as opportunities for water sensitive urban design to ensure urban growth proceeds in a way that that protects the environment.

The council also aims to demonstrate best practice in land management in the way it manages its own parks and open space, through moving to a low carbon future and delivery of low impact parks network.

There may also be opportunities for specific biodiversity projects that also provide recreation opportunities and other benefits associated with the parks and open space network.

5.8. RURAL AND COASTAL PARKS AND OPEN SPACES

Rural Parks

The council's rural parks and reserves are a legacy from the days of early rural settlement and local rural communities often being established around a hall school and cemetery. Rural parks are generally managed locally, with council involvement varying depending on the nature of the relationship with the local community. Examples include Clarke Memorial Reserve on Opaki-Kaiparoro Road and Opaki Memorial Reserve.

Over time the focus of these spaces may have changed with some having less use as the communities around them have changed. A paper was recently presented to Council on the future of the district's rural halls. Council may need to make some decisions in consultation with the community about the future of these lands.

³⁵ Māori Customary Knowledge, Traditional Knowledge or Intergenerational Knowledge

³⁶ <https://healthystreets.com/home/about/>

There are also some sites owned by the council and managed by community trusts, i.e. Rewanui Forest, Trimble Trust, and Forest 500. It is not clear what, if any, input the council has to the management of these lands and there may be opportunity to develop stronger relationships/partnerships to ensure greater community benefit accrues from these sites.

The council's rural parks in the district include:

TABLE 7: COUNCIL RURAL PARKS AND OPEN SPACES

Clarke Memorial Reserve
Mel Parkinson Reserve
Land next to Mel Parkinson Reserve
Opaki Memorial Recreation Soc Land
Tinui Cemetery/Tinui Village Land/Tinui War Memorial Hall land/Tinui Hall and Public Library/Tinui Firestation and land
Mauriceville Cemetery/Mauriceville Village Country Depot/Rural Reserve Mauriceville Village
Hastwell Cemetery
Tauweru Hall
Bideford Hall
Rangitumau Hall
Wainuioru Hall
Whangaehu Hall
Whareama hall
Rural Reserve (Kaka Amu Road)
Pokohiwi Road Local Purpose Reserve
Rural Esplanades

In addition, the council owns a number of disused gravel reserves, holding paddocks, and forestry blocks. Some of these potentially have recreation and biodiversity values that could warrant consideration of their inclusion as part of the rural parks network in the future. In making any divestment decisions, it is important that the council also considers the recreation and biodiversity values of these pieces of land. There may also be sequestration opportunities associated with these pieces of land, but this would need to be investigated as part of the council's response to climate change.

Coastal Parks

The council owns and administers a number of coastal parks and open spaces as set out in table 9 below. Particular issues for parks and open spaces in the coastal environment include:

- Climate change will increasingly impact on coastal parks due to the dynamic nature of the coastal environment.
- Public access and recreational use can impact on the other special qualities of the coastal environment. For example, the creation of tracks can damage plants and heritage sites and public facilities can impact on the way the coast looks. It is important

that council is sensitive to the ecology and cultural heritage of these areas in the development and management of these spaces.

- Development pressures can impact on access to the coast and people's enjoyment of these areas, and it is important that the council considers opportunities to take esplanade reserves or strips on subdivision in the coastal environment.
- Seasonal visitor influxes create particular demand on the council's parks in the coastal communities.
- Freedom camping is an issue across the district but particularly in coastal locations. Issues arise when campers are not self-contained or there is a lack of access to toilets, water and rubbish disposal facilities.
- There is a particularly high level of community ownership of the coastal parks, and the council will need to work closely with the community to address issues and management of these spaces.

In 2004, through a joint initiative between Masterton, Carterton and South Wairarapa District Councils, Rangitāne o Wairarapa and Ngāti Kahungunu Wairarapa, and Greater Wellington Regional Council, a Wairarapa Coastal Strategy was developed. This strategy was developed in response to concerns that development was proceeding along the Wairarapa coast in an ad hoc and fragmented way and highlighted 'the need to provide for sensitive, sustainable development and management of the Wairarapa Coast which recognises and retains its special qualities'³⁷. It is recommended that reserves planning for the coastal environment also occur in an integrated way, in partnership with iwi, the community and other key stakeholders, and that addresses the specific management needs associated with their coastal character.

Council's coastal parks include:

TABLE 8: COUNCIL COASTAL PARKS AND OPEN SPACES

Riversdale Northern Reserve and Beachfront (including Karaka Reserve)
Riversdale Southern Reserve
Riversdale Reserve (Playground)
Mātaikona Recreation Reserve
Mātaikona Beach Reserve
Mātaikona Esplanade Reserve (Spur Road)
Castlepoint Esplanade Reserve
Castlepoint Reserve
Castlepoint Facility
Coastal Esplanade Reserve (Riverdale to Whareama)
Coastal Esplanade Reserve from Otahome Road south
Other coastal esplanade reserves

³⁷ Wairarapa Coastal Strategy (2004)

5.9. PARKS CONNECTIVITY AND LINKAGES

A prerequisite in developing the parks strategy was to consider the parks as a collective network where each park has a clear role in relation to the wider network. As the town of Masterton grows it is important that new parks are acquired to meet demand and fit within this network.

This approach has been supported through the stakeholder engagement and submission process completed as part of preparing this strategy.

There is also a high level of support for physical linkages between parks, along rivers and streams and with the CBD and a recognition of the value such linkages to contribute to community's health and well-being, access to rivers for fishing, swimming etc, and as safe active transport routes. The roading network, including on-road cycleways, footpaths and road berms also has an important role to play in connecting parks and open spaces, as well as strengthening the recreation and ecological corridor function of the parks network.

Masterton has an existing cycling/walking recreation trail network and the evolving Five Town Trails network, and local Masterton trail developments will be an important part in further creating these links. Draft trail specifications emerging from the Five Towns Trail Master Planning project include provision of grade 2 family riding, easy walking track standard, with a preference for off-road. Safety is paramount. Trails with points of interest along the routes, including food, beverage and toilet stops, changing landscapes and easy access at multiple points are also favoured.

It is therefore important that this strategy and the developing Five Town Trail Master Plan are closely aligned to maximise benefits to the network and the community.

5.10. RESOURCING AND PROGRAMMING

Moving from current practices to a network approach will required additional or reallocated resourcing.

The following section of the Strategy sets out council high level goals and objectives for its parks and open spaces network. An associated Implementation Plan will be developed that identifies priorities, and any need for additional resourcing will be addressed as part of councils Long Term/Annual Plan processes, where community feedback is sought council projects and budgets are prioritised and allocated.

PART TWO – OUR STRATEGY

1. VISION STATEMENT

This strategy contributes to Masterton District Council’s overarching wellbeing framework for social, cultural environmental and economic development as set out in the Wellbeing Strategy document, ‘My Masterton: Our People, Our Land/He Hiringa Tangata, He Hiringa Whenua’.







The specific outcome defined for the Parks and Open Spaces Strategy is that:

‘Our parks are healthy, resilient and connected; they enhance the wellbeing of our present and future communities and connect our people with nature’.

2. OUR PRINCIPLES

Our principles guide how Masterton District Council approaches the provision, planning and management of the district’s parks and open spaces:

We are committed to providing a parks and open spaces network that:

	<p>1. Reflects <i>mana whenua values</i>, including kaitiakitanga of the natural environment (e.g. land, water, flora, and fauna) and whakapapa of the area, and recognises and provides for recreational and cultural opportunities to enhance Māori well-being.</p>
	<p>2. Is based on <i>strengthening and maintaining community relationships and partnerships</i> that contribute to achieving community well-being and positive outcomes</p>
	<p>3. Values, celebrates, and protects our district’s <i>identity and heritage</i> acknowledging how we as a district change and evolve over time.</p>
	<p>4. Provides opportunities for our community to <i>connect with nature</i>, and a <i>high level of access</i> and opportunity to enjoy these spaces, through <i>a variety or sporting and recreation activities</i>.</p>
	<p>5. Comprises <i>resilient, healthy spaces</i> with sustainable environments that contribute to <i>positive biodiversity outcomes</i> for the district.</p>
	<p>6. Has a <i>planned</i> as an <i>integrated and interconnected system</i>, with individual parks categorised and managed according to their purpose and function within the network; and is supported by effective pedestrian, cycling and ecological linkages.</p>



7. Where Council staff and contractors are committed to *continuous improvement* to provide *a quality network* that meets the need of the community, in a fiscally and environmentally sustainable way.

The strategy outcome statement, principles, goals, and objectives identified in this strategy align with Masterton District Council's current vision and five community outcomes³⁸.

The council's vision for Masterton District, is:

'Masterton/Whakoriori: Providing the best of rural provincial living'.

The vision is supported by the following five community outcomes:

- *An engaged and empowered community*
- *Pride in our identity and heritage*
- *A sustainable and healthy environment*
- *A thriving and resilient economy*
- *Efficient and effective infrastructure*

The Masterton district's parks and open spaces have an important role in supporting the achievement of these outcomes. Asset Management Plans, this strategy, Reserves General Policies, and Reserve Management Plans provide the policy framework for the acquisition, development, and maintenance of public land as a means of achieving these outcomes.

In performing its role, Council must have particular regard to the contribution that core services make to its communities, including libraries, museums, reserves, recreational facilities, and other community infrastructure (Local Government Act 2002, Section 11A (e)). Council is also committed to working with local Māori in MDC's decision-making processes.

The Masterton District Council Parks and Open Spaces Strategy aims to support the achievement of the objectives, policies and desired outcomes for Council reserves and other Council owned land, as specified in these high-level documents.

³⁸ These community outcomes have been identified through consultation with the community as part of the Long-Term Plan process. They are the outcomes council is working towards in order to promote community wellbeing

3. HOW WILL WE GET THERE?

The following framework sets out the high-level goals and objectives for Masterton district's parks and open spaces network. An implementation plan, to identify actions, priorities and resourcing needs will be developed to support these goals and objectives. This work plan will be reviewed annually against the goals and objectives framework.

4. MONITORING AND REVIEW

This is the council's first Parks and Open Spaces Strategy, and it is important that as communities change, new information comes to hand and actions are completed that it is monitored for effectiveness. A review recommended at least once every 10 years.

DRAFT

Masterton/Whakaoriori: He Hiringa Tangata, He Hiringa Whenua ...

Our People, Our Land, ...Our Parks

Strategy Outcome: Our parks are healthy, resilient, and connected; they enhance the wellbeing of our present and future communities and connect our people with nature.

GOALS

<p><i>GOAL 1: ACTIVE PARTNERSHIPS</i></p>	<p><i>GOAL 2: HEALTHY RESILIENT PARKS</i></p>	<p><i>GOAL 3: HEALTHY PEOPLE</i></p>	<p><i>GOAL 4: A STRONG IDENTITY</i></p>	<p><i>GOAL 5: PROTECTED, PLANNED AND CONNECTED PARKS</i></p>
<p>To strengthen and maintain active partnerships with mana whenua, strategic partners, community stakeholders and volunteers, to provide a vibrant, inclusive network.</p>	<p>To provide healthy and resilient parks and open spaces that support and enhance our district's biodiversity and natural heritage; and to deliver clean, safe spaces for our community to treasure and enjoy; and to actively plan for climate change.</p>	<p>To provide quality parks and open spaces that offer choice, are accessible and meet community needs; and connect our people with nature.</p>	<p>To provide a parks and open spaces network that values our district's heritage and celebrates our unique character.</p>	<p>To provide an integrated parks and open spaces network that meets our legislative and best practice obligations.</p>
<ol style="list-style-type: none"> 1. Mana whenua aspirations are visible and celebrated within the parks and open spaces network. 2. Strategic partnerships are encouraged where it has demonstrated benefits to the network and community. This includes for example strategic alignment with: <ol style="list-style-type: none"> i. Other Wairarapa local authorities, Greater Wellington Regional Council, the Department of Conservation, Sport New Zealand etc. ii. Schools and education providers iii. Clubs, the A and P Society, Masterton Trust Lands Trust iv. Henley Lake Trust and Friends of Queen Elizabeth Park 3. Community groups, volunteers and the wider community are actively involved and support our parks and open spaces network. 	<ol style="list-style-type: none"> 1. A resilient parks and open spaces network that contributes to how our district responds to the impacts of climate change, including innovative solutions that deliver positive outcomes for water quality and quantity, and planting of more resilient vegetation types. 2. A parks and open spaces network that supports and nurtures the biodiversity of Masterton District. 3. A parks and open spaces network where our remnant native bush areas and natural heritage values are valued and protected. 	<ol style="list-style-type: none"> 1. There are enough parks and open spaces to meet the needs of our families, young people, our ageing population, and our increasingly diverse communities, 2. Our parks and open spaces network provide quality experiences and a good range of recreational choices. 3. All residents within the Masterton urban area have access to open space within a 10-minute walk of their home. 4. All members of our community can access and enjoy safe opportunities for play across the network, including those with impaired mobility. 5. Sports fields meet the needs of the community within the Masterton District and across the wider region. 6. Council will work with sports clubs and organisations (with facilities on council land) to take a collaborative approach to sharing and enhancing our facilities. 	<ol style="list-style-type: none"> 1. Our district's unique heritage stories are acknowledged and celebrated across our parks and open spaces network. 2. Our parks and open spaces network is respectful of, and values the special character of the Masterton District associated with its flora and fauna. 3. The burial needs of the Masterton District are provided for. 4. The cultural and heritage values of our closed cemeteries are protected and maintained. 	<ol style="list-style-type: none"> 1. The key purpose and function of individual parks and their role within the wider network is well understood. 2. The network is appropriately protected to ensure public access and enjoyment into the future. 3. The network is managed in accordance with current Reserve Management Plans and best practice. 4. Council parks and open spaces are provided for in a way that aligns with other key strategic goals. 5. Masterton District's parks and open spaces network is well connected with safe and effective pedestrian and cycle connections to the CBD, the Five Towns Trails, and the wider community in which it is located. 6. Masterton District's parks and open spaces network utilise the district's trails, roading corridor, and river and stream network to enhance physical connectivity and biodiversity corridors, as well as provide safe access to the district's rivers and streams or other key areas of interest.

GLOSSARY OF TE REO MĀORI TERMS

TE REO MĀORI TERMS

Ahurea Māori	Māori culture
Hapori Māori	Maori community group
Hapū	Subtribe of an iwi
Iwi	Māori tribe, nation, - often refers to a large group of people descended from a common ancestor and associated with a distinct territory
Kaitiaki	Trustee, minder, guard, custodian, guardian, caregiver, keeper, steward ³⁹
Mana whenua	Those who whakapapa to lands through hapū or iwi
Marae	Meeting house
Pākehā	Non-Māori
Pōhiri	Māori welcome ceremony on a marae
Rangatahi	Younger generation, youth
Tangata whenua	Local people, hosts, indigenous people - people born of the whenua, i.e. of the placenta and of the land where the people's ancestors have lived and where their placenta are buried
Tīpuna	Ancestors, plural form of <i>tipuna</i> and the eastern dialect variation of <i>tūpuna</i>
Uri	Descendant
Whakapapa	Genealogy
Whānau	Extended family, family group, a familiar term of address to a number of people - the primary economic unit of traditional Māori society. In the modern context the term is sometimes used to include friends who may not have any kinship ties to other members

IWI AND PLACE NAMES

Rangitāne o Wairarapa	Local Wairarapa Iwi
Ngāti Kahungunu ki Wairarapa	Local Wairarapa Iwi
Nukutaurua	Area by the Mahia Peninsula
Ngāti Mutunga	Taranaki and Wharekauri Iwi
Toarangatira	Local Porirua Iwi
Ngāti Raukawa	Otaki Iwi
Te Atiawa	Wellington Central Iwi
Manawatū	Palmerston North and Whanganui area
Wairarapa	Ngawi to Eketahuna area

³⁹ <https://maoridictionary.co.nz/search?idiom=&phrase=&proverb=&loan=&histloanwords=&keywords=kaitiaki>

LIST OF APPENDICES

APPENDIX 1 – URBAN NETWORK MAP & TABLE

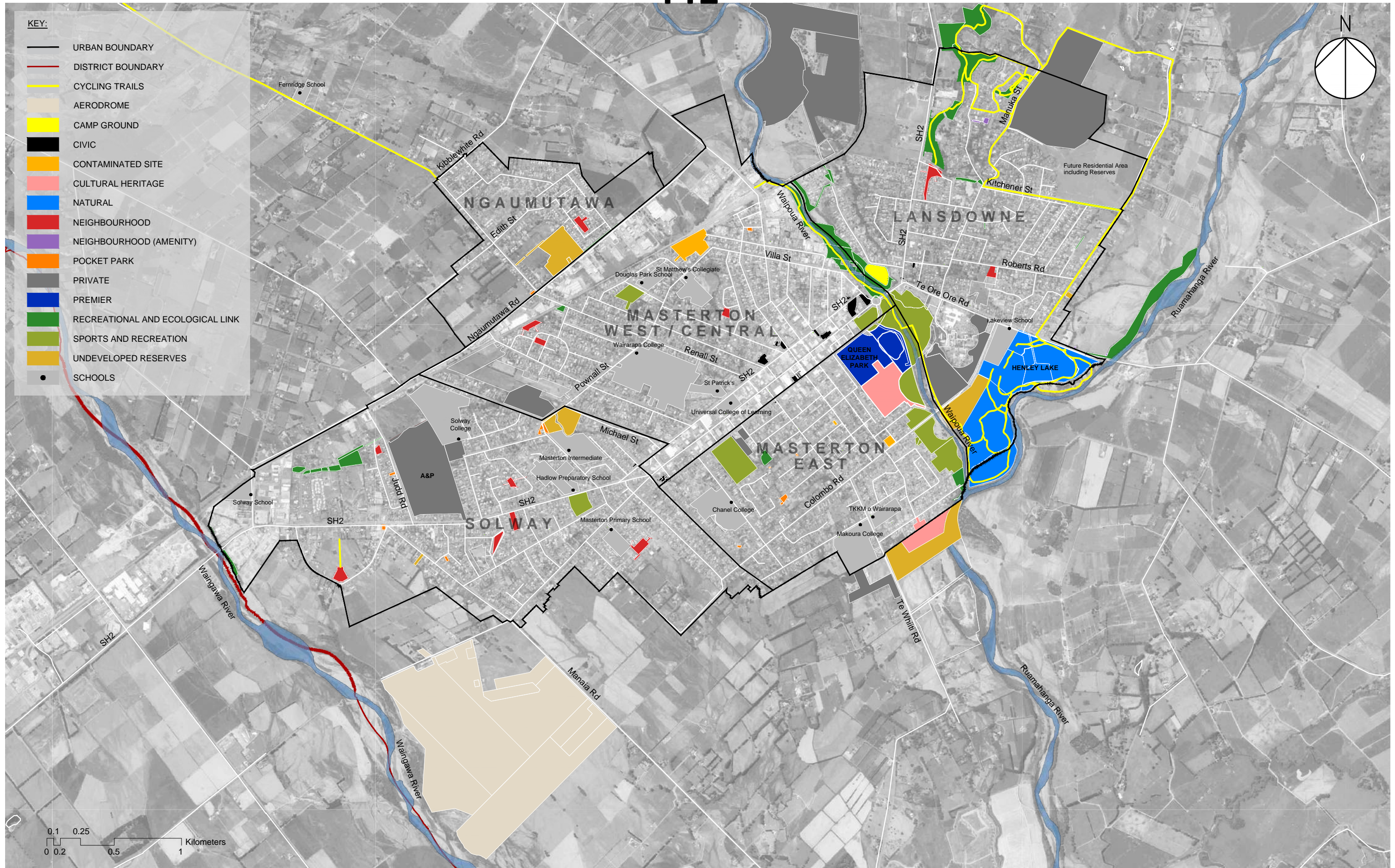
APPENDIX 2 – URBAN ACCESSIBILITY MAP

APPENDIX 3 – URBAN VALUES MAP

APPENDIX 4 – RURAL AND COASTAL MAPS

APPENDIX 5 – STAKEHOLDER ENGAGEMENT LIST

APPENDIX 1 – URBAN NETWORK MAP



OVERVIEW PLAN
1:26000 @ A3
12 December 2020

APPENDIX 1: URBAN NETWORK TABLE

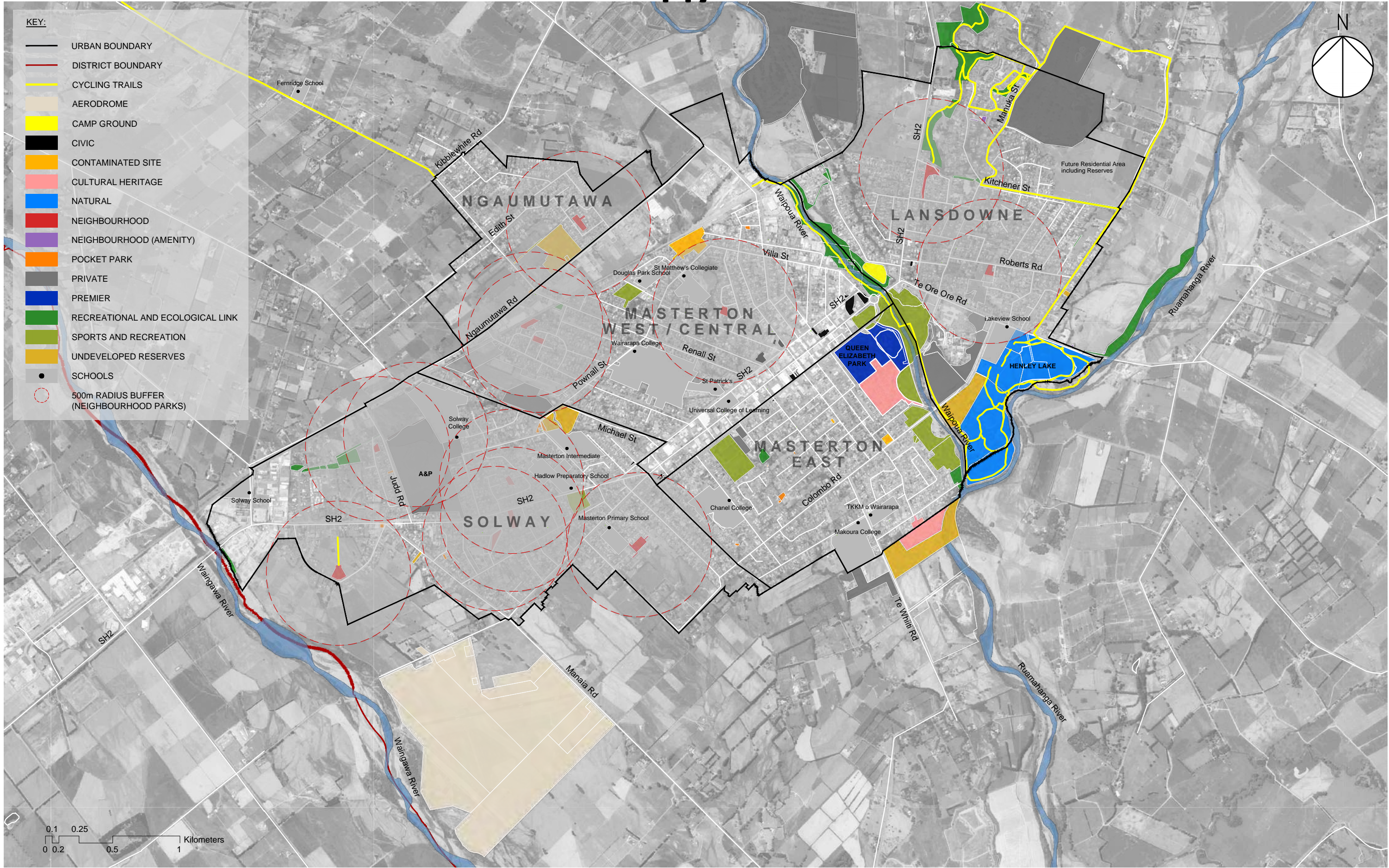
URBAN PARKS & OPEN SPACES BY SUBURB & CATEGORY	
LANDSLOWNE	
Premier	
Neighbourhood	<ul style="list-style-type: none"> • Burling Park
Civic	
Pocket	<ul style="list-style-type: none"> • Titoki Recreation Reserve • Titoki St Reserve Reservoir Reserve • First Street green space • Keir Crescent • Raglan Street Road Reserve
Recreation and Ecological Link	<ul style="list-style-type: none"> • Lake Ouwaka (by Hansells site) • Landowne Recreation Trail • Manuka /Street/Fifth Street Reserve • Manuka S Reserves Cody Crescent entrance • Eridge Reserve Opaki Road Reserve • Ngāti Te Korou Reserve • Walkway from Manuka St Res to Fifth St • Walkway from Manuka St Res to Cody Cres • Totara Street recreation trail connection • Matai Street recreation trail connection • Kitchener Street recreation trail connection
Sport & Recreation	
Nature	<ul style="list-style-type: none"> • Reserve adjacent to Ruamahanga River, Gordon Street
Cultural Heritage	
Undeveloped Reserves & Other Open Space	<ul style="list-style-type: none"> • Farmland Gordon St • Gordon Street, Masterton
MASTERTON EAST	
Premier	
Neighbourhood	
Civic	
Pocket	<ul style="list-style-type: none"> • Timms Place Reserve • Sussex street reserve • Wakway from Huia St & bridge • Takaaha St Reserve • John McDonald Mews
Recreation and Ecological Link	<ul style="list-style-type: none"> • 90 River Rd Wairua vacant land River Road junction • River Rd between McJarrow & River Rd • River Rd between McJarrow & River Rd

Sport & Recreation	<ul style="list-style-type: none"> • Memorial Park (part of) • Memorial Park (part of) • Memorial Park (St Johns lease a portion of reserve) • Cameron Cres vacant section adjacent to netball courts • Cameron Cres vacant section • Netball Courts
Nature	<ul style="list-style-type: none"> • Garlands Bush
Cultural Heritage	<ul style="list-style-type: none"> • Riverside Cemetery • Riverside Cemetery, future extension Wyeth land • Future Cemetery
Undeveloped Reserves & Other Open Space	<ul style="list-style-type: none"> • Future landfill
MASTERTON WEST (INCLUDING MASTERTON CENTRAL)	
Premier	
Neighbourhood	<ul style="list-style-type: none"> • Coddington Cres • Nops Reserve • Norris Reserve
Civic	<ul style="list-style-type: none"> • Beautification Reserve corner Te OreOre and Opaki Rds • Horseshoe Carpark • Robinson Park • Library Square. • MDC land adjacent to Library • Settlers Reserve • Kuripuni Reserve • Kuripuni Reserve • Kuripuni Reserve • Kuripuni Reserve • KUripuni Reserve • Kuripuni Reserve • Corner Chapel & Waltons Ave • Town Square/Cole Street Carpark • Former Jubilee Fire Station site • Essex St Carpark area • Land on Corner of Perry and Cole Street • Walkway between Queen St and Uncle Bills
Pocket	<ul style="list-style-type: none"> • Perry/Grey Street Reserve
Recreation and Ecological Link	<ul style="list-style-type: none"> • Renall Street Railway Reserve
Sport & Recreation	<ul style="list-style-type: none"> • Douglas Park
Nature	
Cultural Heritage	
Undeveloped Reserves & Other Open Space	

NGAUMUTAWA	
Premier	
Neighbourhood	<ul style="list-style-type: none"> • Ben Iorns Reserve
Civic	
Pocket	<ul style="list-style-type: none"> • Corner Upper Plain Rd & Ngaumutawa Rd
Recreation and Ecological Link	<ul style="list-style-type: none"> • Ngaumutawa Rd Plantation Strip
Sport & Recreation	
Nature	
Cultural Heritage	
Undeveloped Reserves & Other Open Space	<ul style="list-style-type: none"> • Local Purpose Reserve, The Plains. Connects to Panama Sports Ground • Local purpose Reserve, The Plains. Connects to Panama Sports Ground • Panama Village and Sportsground • Corner Ngaumutawa Rd and Upper Plain
SOLWAY	
Premier	
Neighbourhood	<ul style="list-style-type: none"> • Churchill Park • Taranaki Street • Surrey Street / Derby Street Reserve • Solway Crescent Reserve • Kirk Reserve • Kirk Reserve (small triangle piece adjacent.) • Walkway to Kirk Reserve Ferguson St • Margaret Street Reserve
Civic	
Pocket	<ul style="list-style-type: none"> • Manchester Street Reserve • York St Kindergarten Carpark • York St Walkway Link • Judds Road Playground
Recreation and Ecological Link	<ul style="list-style-type: none"> • Pragnall Street / Solway Bush • Pragnall Street / Solway Bush extension • William Donald Drive Reserve • Section Williams Donald Drive • Esplanade Reserve Waingawa River • High St Esplanade Reserve
Sport & Recreation	<ul style="list-style-type: none"> • South Park
Nature	
Cultural Heritage	

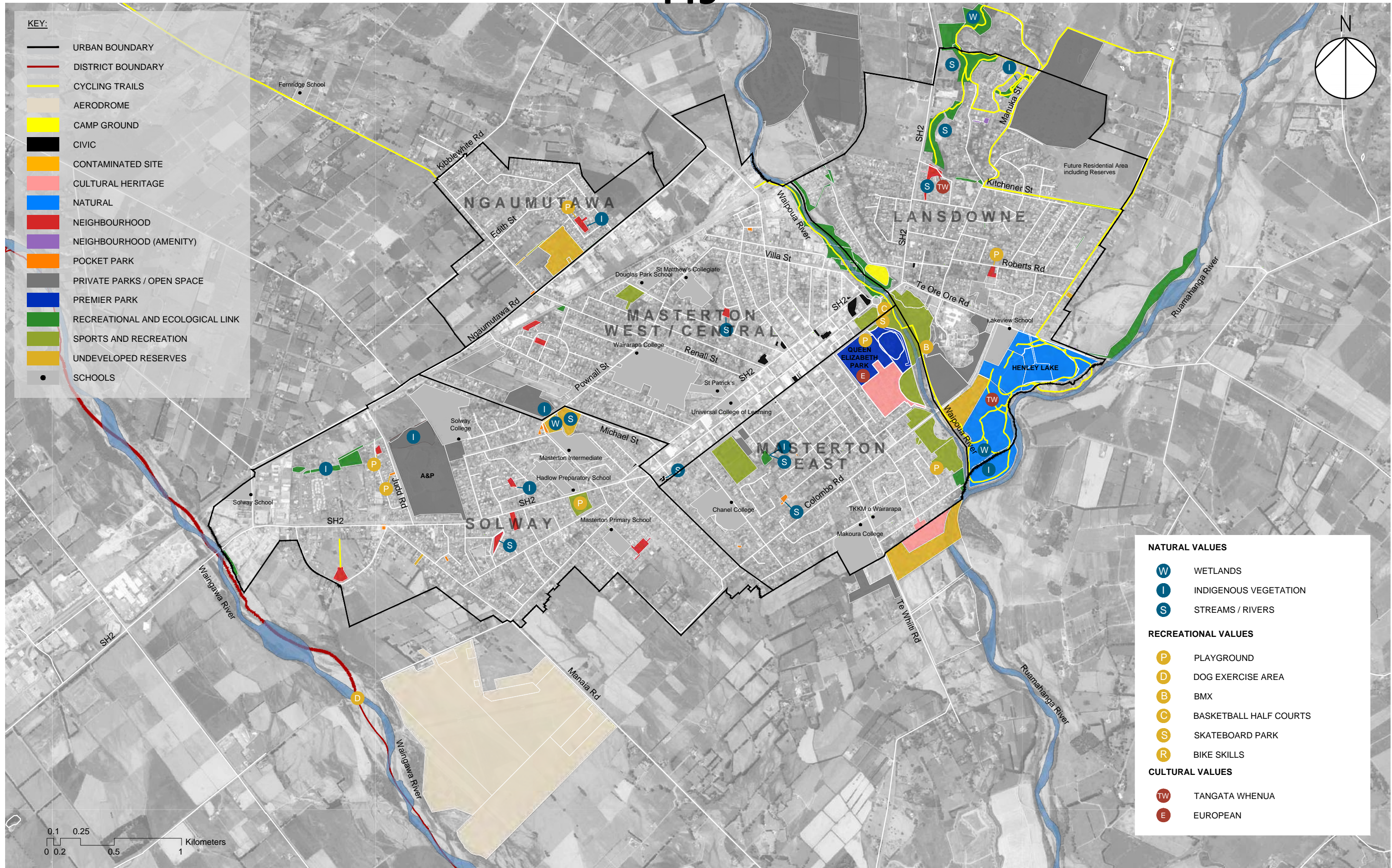
Undeveloped Reserves & Other Open Space	<ul style="list-style-type: none"> • MDC lands corner Pownall and Michael St • 40A South Belt Road Reserve used for access • 217 High St • Hood Aerodrome
WAIPOUA	
Premier	<ul style="list-style-type: none"> • Queen Elizabeth Park (Cricket oval section) • Queen Elizabeth Park (& part of Colin Pugh Sports Bowl, Archer St Cemetery and Pioneer sports) • 2 Dixon St (Stadium, Pools and entrance to QE Park) • Part of Colin Pugh /Jeans Street Sports Grounds / Pioneer
Neighbourhood	
Civic	
Pocket	
Recreation and Ecological Link	<ul style="list-style-type: none"> • Oxford Street • Oxford St Reserve entrance into Mahanga Golf • Riverbank • Waipoua Riverbank • Waipoua Riverbank adjacent Railway Cres • Waipoua Riverbank • Waipoua Riverbank • Waipoua Riverbank (Pohutakawa playhouse area) • Riverbank (Oxford street) • Riverbank Oxford St • Hope St Waipoua Riverbank • Riverbank Queen St Round about west side • Percy reserve • Akura Road access lane to Waipoua River Reserves
Sport & Recreation	<ul style="list-style-type: none"> • Colin Pugh Sports Bowl • Jeans Street Sports Grounds / Pioneer • McJorrow Park
Nature	<ul style="list-style-type: none"> • Henley Lake • Henley Lake • Henley Lake • Henley Lake • Henley Lake bores (located 125 Te Ore Ore Road)
Cultural Heritage	
Undeveloped Reserves & Other Open Space	<ul style="list-style-type: none"> • Mawley Park Campground

APPENDIX 2 – URBAN ACCESSIBILITY MAP



BUFFER PLAN
 1:26000 @ A3
 12 December 2020

APPENDIX 3 – URBAN VALUES MAP

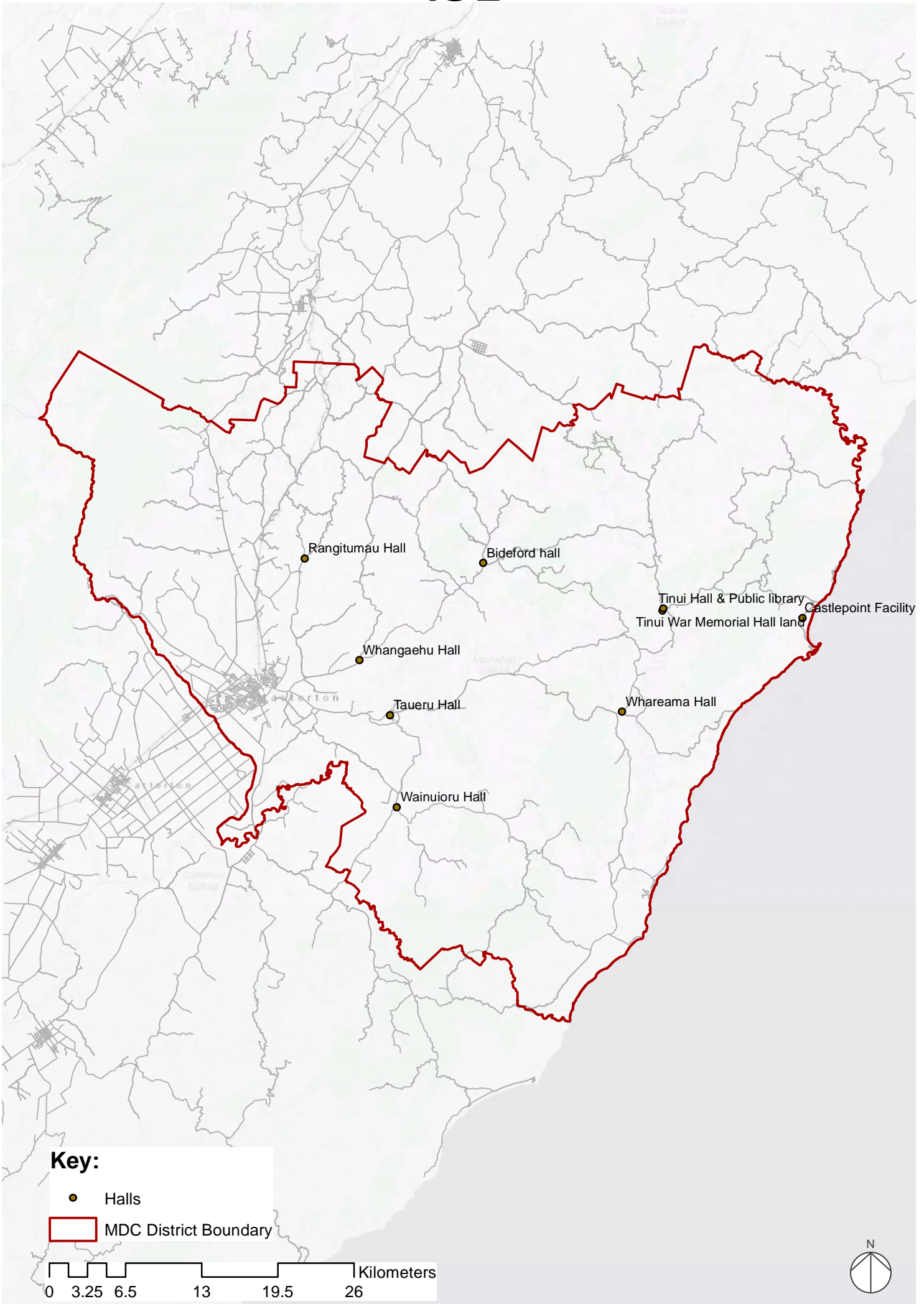


- KEY:**
- URBAN BOUNDARY
 - DISTRICT BOUNDARY
 - CYCLING TRAILS
 - AERODROME
 - CAMP GROUND
 - CIVIC
 - CONTAMINATED SITE
 - CULTURAL HERITAGE
 - NATURAL
 - NEIGHBOURHOOD
 - NEIGHBOURHOOD (AMENITY)
 - POCKET PARK
 - PRIVATE PARKS / OPEN SPACE
 - PREMIER PARK
 - RECREATIONAL AND ECOLOGICAL LINK
 - SPORTS AND RECREATION
 - UNDEVELOPED RESERVES
 - SCHOOLS

- NATURAL VALUES**
- W WETLANDS
 - I INDIGENOUS VEGETATION
 - S STREAMS / RIVERS
- RECREATIONAL VALUES**
- P PLAYGROUND
 - D DOG EXERCISE AREA
 - B BMX
 - C BASKETBALL HALF COURTS
 - S SKATEBOARD PARK
 - R BIKE SKILLS
- CULTURAL VALUES**
- TW TANGATA WHENUA
 - E EUROPEAN

0.1 0.25
0 0.2 0.5 1 Kilometers

APPENDIX 4 – RURAL AND COASTAL MAPS



Riversdale

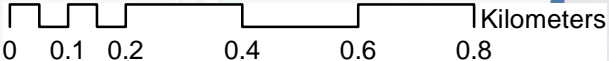


Castlepoint North

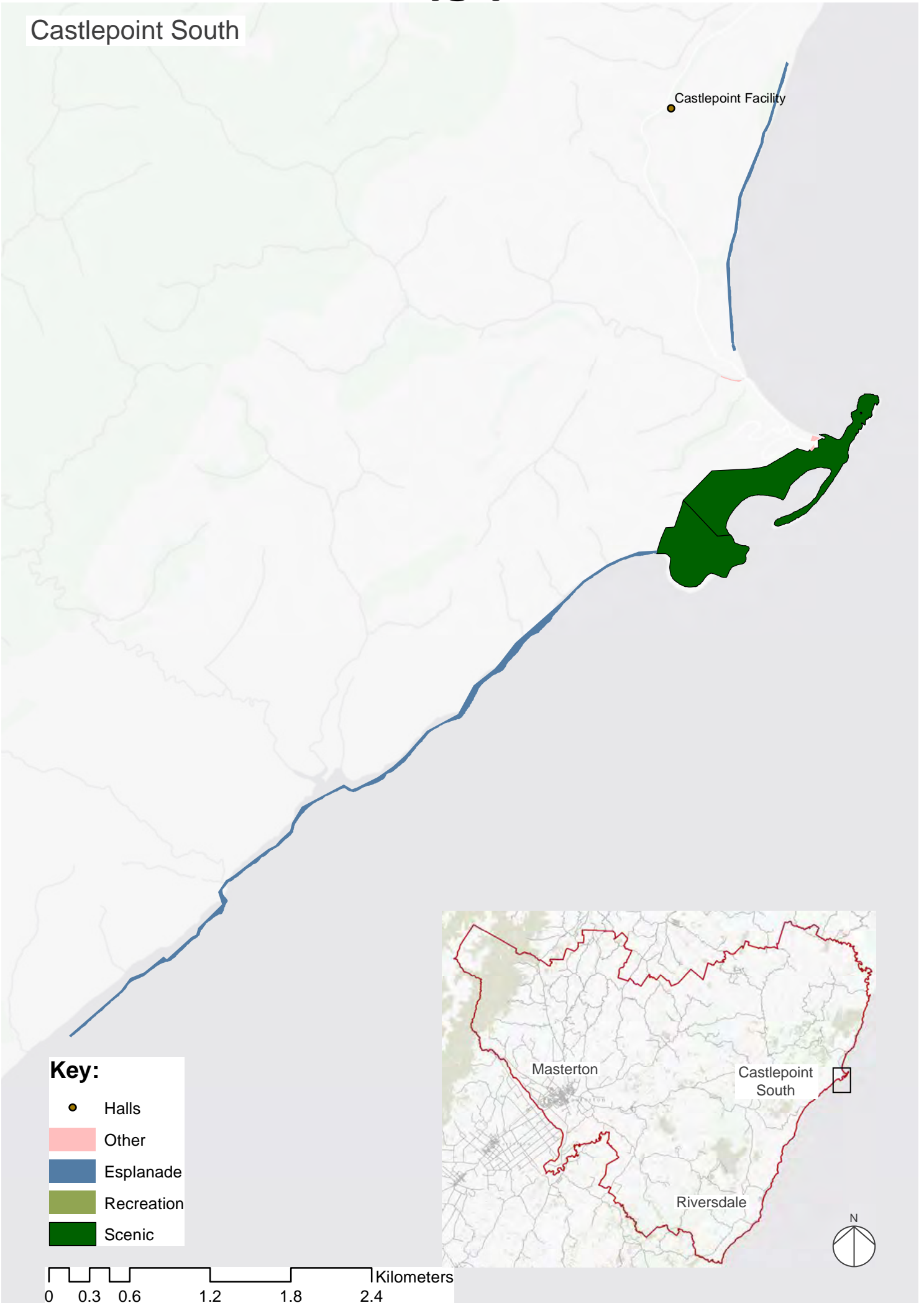


Key:

- Halls
- Other
- Esplanade
- Recreation
- Scenic



Castlepoint South



Key:

- Halls
- Other
- Esplanade
- Recreation
- Scenic

0 0.3 0.6 1.2 1.8 2.4 Kilometers



APPENDIX 5 – LIST OF STAKEHOLDER ENGAGEMENT PARTICIPANTS

Stakeholder Engagement List

1. Individual meetings were held with representatives from the following organisations:

- Wairarapa Economic Development
- Sustainable Wairarapa
- Sport Wairarapa /Sport Wellington
- Greater Wellington Regional Council
- Henley Lake /Queen Elizabeth Park
- Attendance 5 Towns Trails workshop

2. Stakeholder Meeting held on Monday 31st August 2020 was attended by the following:

- Riversdale Ratepayers Association, Tanisha Wardle & John Christie
- Wairarapa Bush Rugby Union, Tony Hargood
- Greater Wellington Regional Council Francie Morrow
- Connecting Communities Wairarapa, Cherie McNamara & Ruth Locker
- Mekomoko / Enviroschools, Gill Stewart
- Masterton South Rotary, Marilyn Hunt
- Mekomoko, Sam Ludden
- Friends of Queen Elizabeth Park, Paul Foster & Graham Dick
- Sustainable Wairarapa, Ian Gunn
- Ngati Kahungunu ki Wairarapa / Council Iwi representative, Rawiri Smith
- MDC, Mayor Lynn Patterson Cr Tim Nelson, Cr Chris Peterson, Cr Gary Caffell
- MDC / Wairarapa Trails & Cycling, Erin Collins
- Forest & Bird, Peta Campbell
- Solway Neighbourhood Group, Rowena Stauber
- Masterton A & P Association, Sue Tyther

3. Hui held on 12 October 2020 was attended by the following:

- Marama Fox (Māori Women's Welfare League – Wairarapa Peka)
- Violet Edwards (Māori Women's Welfare League – Wairarapa Peka, Kohunui Marae, local weaver)
- Marama Tuuta (Māori Women's Welfare League – Ruamahanga Peka, Papawai Hapū Karanga and Ngāti Kahungunu ki Wairarapa Tamaki Nui a Rua Treaty Settlement Trust)
- Takere Leach (Te Ore Ore Hapū Karanga, Ngāti Kahungunu ki Wairarapa Tamaki Nui Rua Treaty Settlement Trust)
- Kyra Hill (Ngai Tūmapuhia-a-rangi Hapū/Marae)
- Carlene Te Tau (Rangitāne o Wairarapa)
- Robin Irwin (Te Rangimarie Marae)
- Chanel Paku (Ngai Tūmapuhia-a-rangi Hapū/Marae)

Apologies:

- Yvette Grace (Rangitāne Tū Mai Rā)
- Tina Te Tau (Rangitāne, MDC Iwi Representative)
- Amber Craig (Rangitāne o Wairarapa)
- Jason Kerehi (Rangitāne Tū Mai Rā)
- Robin Potangaroa (Ngāti Kahungunu ki Wairarapa Tamaki Nui a Rua Treaty Settlement Trust, Te Rangimarie)
- Candy Caroll (Te Ore Ore Marae)

4. Hui held on 10 December 2020 was attended by the following:

- Tina Te Tau (Rangitāne)
- Amber Craig (Rangitāne o Wairarapa)
- Jo Hayes (Rangitāne Tū Mai Rā)
- Marama Tuuta (Māori Women's Welfare League – Ruamahanga Peka, Papawai and Ngāti Kahungunu ki Wairarapa Tamaki Nui a Rua Treaty Settlement Trust)
- Takere Leach (Ngāti Kahungunu ki Wairarapa Tamaki Nui a Rua Treaty Settlement Trust)
- Rawiri Smith (Kahungunu ki Wairarapa, MDC Iwi Representative)

Apologies:

- Kyra Hill (Ngai Tūmapuhia-a-rangi Hapū/Marae)
- Carlene Te Tau (Rangitāne o Wairarapa)
- Marama Fox (Māori Women's Welfare League – Wairarapa Peka)

1. INTRODUCTION

This Implementation Plan identifies a range of prioritised actions that aim to take the vision identified within this Strategy through to an achievable reality. There are four parts to this implementation plan;

- Introduction
- Vision statement and principles
- Implementation Plan
- Stepping up guide- prioritised actions and projects

The Implementation Plan provides staged approach in achieving the overarching vision and supporting goals of the Strategy. Actions identified within the Strategy are primarily the responsibility of Masterton District Council, although it is recognised that some actions will be led, or require collaboration with, key strategic partners or community groups.

Each action identified within the Implementation Plan has been prioritised based on the following:

Priority	Description
Business As Usual	“Business as Usual” actions include activities, plans or policies that are already being delivered by Council and/or should be delivered by Council through legislative requirements. Continuing to deliver these actions will contribute towards achieving the strategic objectives.
Immediate Priorities	Immediate actions projects or initiatives that will strongly contribute towards the strategic objectives of the Strategy and are necessary for medium priorities to proceed. They have an immediate focus over the next 1- 3 years
Medium Priorities	Medium priority actions are projects and initiatives that would strongly contribute towards the strategic objectives of the Strategy that could be delivered in years 3-6 of the LTP.
Future Priorities	Future priorities are actions that will contribute to the identified strategic objectives; however, they not considered critical for delivery within the next six years and have been included to provide a future “line of sight”. The priority allocated to these actions may change in future revisions of the Strategy through changing Council strategic priorities and community need.

Each action of the Implementation Plan has been assigned an internal MDC project leader team which will be either of the following:

- CFA – Community Facilities & Activities team (note this includes the Parks & Open space team)
- AO – Assets & Operations team
- SP – Strategic Planning Team
- CE - Communications & Engagement Team

2. VISION STATEMENT AND PRINCIPLES








This strategy contributes to Masterton District Council’s overarching wellbeing framework for social, cultural environmental and economic development as set out in the Wellbeing Strategy document, ‘My Masterton: Our People, Our Land/He Hiringa Tangata, He Hiringa Whenua’.

The specific outcome sought by the Parks and Open Spaces Strategy is that:

‘Our parks are healthy, resilient and connected; they enhance the wellbeing of our present and future communities and connect our people with nature’.

The implementation actions will be guided by the following set of principles:

Masterton District Council is committed to providing a parks and open spaces network that:

	<p>1. Reflects mana whenua values, including kaitiakitanga of the natural environment (e.g. land, water, flora and fauna) and whakapapa of the area, and recognises and provides for recreational and cultural opportunities to enhance Māori well-being.</p>
	<p>2. Is based on strengthening and maintaining community relationships and partnerships that contribute to achieving community well-being and positive outcomes</p>
	<p>3. Values, celebrates and protects our district’s identity and heritage acknowledging how we as a district change and evolve over time.</p>
	<p>4. Provides opportunities for our community to connect with nature, and a high level of access and opportunity to enjoy these spaces, through a variety of sporting and recreation activities.</p>
	<p>5. Comprises resilient, healthy spaces with sustainable environments that contribute to positive biodiversity outcomes for the district.</p>
	<p>6. Has a planned as an integrated and interconnected system, with individual parks categorised and managed according to their purpose and function within the network; and is supported by effective pedestrian, cycling and ecological linkages.</p>
	<p>7. Where Council staff and contractors are committed to continuous improvement to provide a quality network that meets the need of the community, in a fiscally and environmentally sustainable way.</p>

3. IMPLEMENTATION PLAN

GOAL 1

ACTIVE PARTNERSHIPS

To strengthen and maintain active partnerships with mana whenua, strategic partners, community stakeholders and volunteers, to provide a vibrant, inclusive network.

OBJ 1.1	<i>Mana whenua aspirations are visible and celebrated within the parks and open spaces network.</i>			
Actions		Priority	Responsibility	Comment
1	Working within MDC's Māori Engagement Framework, progress partnership approach to MDC's parks and open spaces	BAU Immediate	CFA	
2	Identify projects, opportunities and implementation timelines for mana whenua interests and aspirations to be represented in the network	Immediate	CFA	
3	Working within MDC's Māori Engagement Framework identify naming and whakapapa protocol to be used across the network	Immediate	CFA, SP & CE	
4	Work with Council and its contractors to identify opportunities to adopt cultural management practices for example, opportunities for local sourcing of indigenous plants; planting and harvesting of harakeke (flax); provision of Rongoa (medicinal) plants	Immediate	CFA	
5	Align resources to support engagement through the Māori Engagement Framework on relevant park and open space projects	Immediate	CFA	
OBJ 1.2	<i>Strategic partnerships are encouraged where it has demonstrated benefits to the network and community. This includes for example strategic alignment with:</i>			
	<i>i. Other Wairarapa local authorities, Greater Wellington Regional Council, and the Department of Conservation etc.</i> <i>ii. Schools and education providers</i> <i>iii. Clubs, the A and P Society, Masterton Trust Lands Trust</i> <i>iv. Henley Lake Trust and Friends of Queen Elizabeth Park</i>			
Actions		Priority	Responsibility	Comment
1	Develop a Strategic Parks & Open Space Engagement Plan including a Relationship and Partnership Matrix	Immediate	CFA	
2	Work with partner local authorities to: <ul style="list-style-type: none"> Consider opportunities for shared services (day-to day planning and management) and / or future provision review and update Sports Field Strategy provide a regional sports field network 	BAU	CFA	

ACTIVE PARTNERSHIPS

To strengthen and maintain active partnerships with mana whenua, strategic partners, community stakeholders and volunteers, to provide a vibrant, inclusive network.

	<ul style="list-style-type: none"> provide a linked network of cycling trails 			
3	<p>Work with Greater Wellington Regional Council to:</p> <ul style="list-style-type: none"> collaboratively develop and manage the interface of the land adjacent to the Waipoua River and the river margins find solutions for the future of Henley Lake and Queen Elizabeth Lake develop resilient water management practices for Council parks and reserves strategic rural esplanade projects where these have a clearly identified public access benefit collaboratively align and develop Rural Catchment Management Plans with the POSS other projects as need/resourcing is identified 	BAU	CFA & AO	
4	<p>Work with the Department of Conservation to:</p> <ul style="list-style-type: none"> collaboratively develop coastal parks and coastal margins other projects as needs are identified 	BAU	CFA	
5	<p>Work collaboratively with Sport NZ to:</p> <ul style="list-style-type: none"> Research and review local data for sport participation Support and input to pending review of Wellington Regional Sports Field (Winter codes) Strategy, including a request that it is extended to include: <ul style="list-style-type: none"> sports field provision in the Wairarapa summer codes private providers, Ministry of Education <p><i>Note: there will be a nominal cost to Council to participate in this review.</i></p>	<p>BAU</p> <p>Immediate</p>	CFA & Sport Wairarapa/Wellington	
6	<p>Work with the local strategic partners to:</p> <ul style="list-style-type: none"> collaboratively consider external funding opportunities that contribute to the strategic delivery of the parks and open space network collaboratively develop pedestrian and cycling connections and biodiversity corridors where these also provide a public access and enjoyment benefit meet gaps in provision for neighbourhood parks and sports parks 	BAU	<p>CFA/ WTAG</p> <p>CFA Schools/ other providers etc</p>	
OBJ 1.3	<p><i>Community groups, and volunteers and the wider community are actively involved and support our parks and open spaces network.</i></p>			

ACTIVE PARTNERSHIPS

To strengthen and maintain active partnerships with mana whenua, strategic partners, community stakeholders and volunteers, to provide a vibrant, inclusive network.

Actions	Priority	Responsibility	
1 Engagement with community as Reserve Management Plans are developed	BAU	CFA & SP	
2 Engagement with local communities on local projects in parks including new developments, improvements and upgrades	BAU	CFA	Investigate opportunities to align with the development of neighbourhood community plans.
3 Develop education opportunities to share local knowledge about the environment and to encourage people to adopt sustainable environmental practices in their own backyard.	BAU	CFA & SP	
4. Develop Memorandum of Understanding or similar appropriate agreement with community groups for: <ul style="list-style-type: none"> • maintenance and management of coastal reserves • maintenance and management of rural reserves • inputs to urban reserves 	BAU	CFA	Investigate opportunities for alignment with neighbourhood community plans

GOAL 2

HEALTHY RESILIENT PARKS

To provide healthy and resilient parks and open spaces that support and enhance our district's biodiversity and natural heritage; to deliver clean, safe spaces for our community to treasure and enjoy; and to actively plan for climate change.

OBJ 2.1				
<i>A resilient parks and open spaces network that leads how our District responds to the impacts of climate change, including innovative solutions that deliver positive outcomes for water quality and quantity, and planting of more resilient vegetation types.</i>				
<i>Actions</i>		Priority	Responsibility	Comment
1	Work with mana whenua, strategic partners and the community to identify long term options for the future of Henley Lake that has less reliance on water from the Ruamāhanga River and provides enhanced biodiversity outcomes.	Immediate	CFA& AO	
2	Work with Council contractors to reduce carbon emissions in the day-to-day management of the parks and open spaces network. This should include establishing a base line and measuring and monitoring for improvements.	BAU	CFA	Note: Council Contractor Recreation Services currently regularly review their business to improve reductions in carbon emissions. Opportunities to align with Councils Corporate Climate Change Action Plan
3	Identify opportunities to introduce water resilient management practices into the parks network. The first stage of this action would be to progressively undertake a strategic audit to understand current situation and baseline.	BAU Immediate	CFA, SP & AO	Investigate opportunities to align with climate change initiatives.
4	Continuous improvement in management of parks and open spaces to: <ul style="list-style-type: none"> improve environmental outcomes reduce maintenance costs. 	BAU	CFA & AO	
5	Continue to Improve tree canopy to provide shade and preserve pavement condition. Refer: https://www.fs.fed.us/psw/topics/urban_forestry/products/cufr_673_WhyShadeStreets_10-06.pdf	BAU	CFA & AO	Improvements could include using technology to record tree assets and their function e.g. using I-tree
OBJ 2.2				
<i>A parks and open spaces network that contributes positively to the biodiversity of Masterton District.</i>				
<i>Actions</i>		Priority	Responsibility	Comment

HEALTHY RESILIENT PARKS

To provide healthy and resilient parks and open spaces that support and enhance our district's biodiversity and natural heritage; to deliver clean, safe spaces for our community to treasure and enjoy; and to actively plan for climate change.

1	Identify, maintain and enhance existing biodiversity values within parks network	Immediate	CFA & SP	Investigate opportunities to align with WCDPR and SNA identification (District Plan)
2	Encourage ecological links and corridors between parks along urban waterways, street tree planting, creation of recreation and ecological corridors. In partnership with the community.	BAU	CFA & AO	BAU once the direction has been determined through the Reserve management planning processes
3	Implement vegetation planting and management practices that contribute to maintaining and enhancing the district's biodiversity	BAU	CFA	BAU once the direction has been determined through the Reserve management planning processes
4	Adopt plant and pest management strategies that will enhance biodiversity within parks	BAU	CFA	BAU once the direction has been determined through the Reserve management planning processes

OBJ 2.3 *A parks and open spaces network where our remnant native bush areas and natural heritage values are valued and protected.*

Actions		Priority	Responsibility	Comment
1	Research and map the natural heritage features of the district parks and open spaces and use this understanding to guide future development and management. For example, understanding the waterways, fault lines and bush areas will provide a lot of information about the natural heritage of the area	Immediate	CFA & SP	Discuss with District Planner regarding the review of the WCDP in respect to SNA mapping Some of this may happen through RMP's
2	Protect and enhance viewpoints and significant natural features	BAU	CFA	BAU once the direction has been determined through the Reserve

HEALTHY RESILIENT PARKS

To provide healthy and resilient parks and open spaces that support and enhance our district's biodiversity and natural heritage; to deliver clean, safe spaces for our community to treasure and enjoy; and to actively plan for climate change.

				management planning processes Some of this may happen through RMP's
3	Ensure that movement networks through the natural heritage environment respect the existing terrain, flora and fauna, heritage and cultural values	BAU	CFA	BAU once the direction has been determined through the Reserve management planning processes

HEALTHY PEOPLE

To provide quality parks and open spaces that offer choice, are accessible and meet community needs; and connect our people with nature.

4	Input to District Plan Review to ensure appropriate links to need for additional parks and reserves as the population grows are provided.	Immediate	CFA	
5	Reserve Contributions i. have input into the district plan review for reserves contributions and /or development contributions (relating to reserves) to ensure future residential growth appropriately contributes to the development of the network. ii. ensure reserve contributions are applied in manner consistent with POSS	Immediate	CFA	
6	Develop a parks acquisition and disposal policy (as part of wider Council acquisition and disposals policy) to assess the recreation and public use: <ul style="list-style-type: none"> of existing Council land being considered for sale and their potential contribution to the network (e.g. to be considered when disposing of land that is identified as part of the existing network, OR other Council land being considered for sale such as disused gravel reserves, holding paddocks forestry blocks, esplanade reserves etc) of land being offered to the parks and open spaces network to ensure land is only acquired for this purpose where it can demonstrate a clear benefit to the public and has a clearly identified role and function in terms of the network. 	Immediate	CFA & SP	
OBJ 3.2 <i>Our parks and open spaces network provide quality experiences and a good range of recreational choices.</i>				
Actions		Priority	Responsibility	Comment
1	Plan for and provide access for those with mobility and sensory impairments.	BAU & Future	CFA	Consider through RMP Note this will have significant funding implications
2	Encourage community hub development through careful planning of layout and clustering of facilities, so that people can meet, socialise, and spend time together in the park in an effective and efficient way.	Medium	CFA	Considered through RMP's, neighbourhood planning and as proposals arise.
3	Identify alternative opportunities for water sports in the event that constraints on water takes for Henley Lake compromise such activities.	Medium	CFA	

HEALTHY PEOPLE

To provide quality parks and open spaces that offer choice, are accessible and meet community needs; and connect our people with nature.

4	As part of District Plan Review encourage Council to develop and adopt open space guidelines to ensure quality, accessible future parks spaces are provided. (Including consideration of trees. Lighting, park furniture etc). Refer http://www.aucklanddesignmanual.co.nz/streets-and-parks/park-design	Immediate	CFA	
5	Councils Parks planners / department are involved in early discussions with developers about their expectations for park design, construction, completion and handover process is clearly articulated and understood by all parties.	BAU	CFA	
6	Review existing events space and identify opportunities for spaces that can function effectively to cater for larger events taking into account the need for access to power, toilets, carparking, vehicle and pedestrian access, safety.	Medium	CFA	
7	Investigate and plan for providing on-site shade either through planting or shade structures in places where people gather.	BAU	CFA	
8	Monitor the changing demographics and needs of the community and provide opportunities that reflect these changes.	BAU	CFA	
9	Review our rural parks provision to identify future role and provision. This should include assessment of rural domains, rural cemeteries, Rewanui Forest, Forest 500 and Trimble Trust Forest.	Future	CFA/GWRC	There may be an opportunity to align and collaborate this action with GWRC Community Catchment Planning in rural areas

OBJ 3.3

All residents within the Masterton urban area have access to open space within a 10-minute walk of their home

Actions

		Priority	Responsibility	Comment
1	As infill occurs and Masterton expands, appropriate provision is made for neighbourhood park space. Noting that NZRA identifies that these are 'small areas' with an average size of 3,000 - 5,000 m ² and a maximum of 2 - 5 hectares.	BAU	CFA	
2	In areas where there is an identified shortage, opportunities to provide for neighbourhood space is identified, planned for and provided. This	Immediate	CFA	

HEALTHY PEOPLE

To provide quality parks and open spaces that offer choice, are accessible and meet community needs; and connect our people with nature.

could be through partnership with other providers, developing existing park space for multi-use, or improved access to existing parks in close proximity.

OBJ 3.4 *All members of our community can access and enjoy safe opportunities for play across the network, including those with impaired mobility.*

Actions		Priority	Responsibility	Comment
1	Develop a planned approach to the provision of play across the network, that clearly identifies a play hierarchy (e.g., regional district or local playground) and meets demonstrated community need.	Immediate	CFA	
2	Assess and review the quality, function and accessibility of our existing play opportunities.	Immediate	CFA	
3	Provide play equipment is that is robust and safe.	BAU	CFA	
4	Consider opportunities to provide for cultural and natural play within the parks network.	BAU	CFA	
5	In alignment with the Wairarapa Positively Aging Strategy, consider opportunities to provide for outdoor recreation and play spaces for older people	BAU	CFA	Consider through RMPS

OBJ 3.5 Sports fields meet the needs of the community within the Masterton District and across the wider region.

Actions		Priority	Responsibility	
1	Review and update MDC Sports Facilities Strategy.	Medium	CFA	

OBJ 3.6 *Council will work with sports clubs and organisations (with facilities on council land) to take a collaborative approach to sharing and enhancing our facilities.*

Actions		Priority	Responsibility	
1	Develop a leases/concession policy for community and recreation groups	Immediate	CFA & SP	
2	Prioritise and encourage opportunities for facility redevelopment that demonstrate collaboration /sharing of facilities and amenities (e.g. access points, parking, changing rooms and toilets).	BAU	CFA	

GOAL 4

A STRONG IDENTITY

To provide a parks and open spaces network that values our district's heritage and celebrates our unique character.

OBJ 4.1 Our district's unique heritage stories are acknowledged and celebrated across our parks and open spaces network.				
Actions		Priority	Responsibility	Comment
1	Acknowledge and celebrate our district's stories and cultural /social associations (to be taken into account in Reserve Management Plans, park design and interpretation) including stories of our tangata whenua, links with our rural heritage and stories of early European settlement of Masterton.	BAU	CFA	
2	Encourage and support the recognition and use of traditional place names and the use of interpretive material and design of park features that tell authenticated traditional stories.	BAU	CFA	
3	Develop consistent signage and wayfinding: <ul style="list-style-type: none"> to provide interpretation of the district stories and identity to provide clear and concise directions to users of the network to inform park users about safety issues. 	Immediate	CFA/CE	Align with Objective 1.1 action 3
4	Protect and manage: <ul style="list-style-type: none"> identified 'Sites and Areas of Significance to Māori' ('SASM') located within the park network in accordance with wishes of tangata whenua identified cultural heritage sites in a manner that is appropriate to. NOTE: SASM and cultural heritage sites are identified in the District Plan.	BAU	CFA	
5	Support and encourage events that celebrate and show case Masterton's parks and identity e.g. seasonal gatherings and celebrations etc.	BAU	CFA	
OBJ 4.2 Our parks and open spaces network is respectful of, and values the special character of the Masterton District associated with its flora and fauna.				
Actions		Priority	Responsibility	Comments
1	Protect and enhance the special landscape character of Masterton associated with street trees and trees on its parks is (to be taken into account in Reserve Management Plans).	BAU	CFA	Part of RMP's
OBJ 4.3 The burial needs of the District are provided for.				
Actions		Priority	Responsibility	
1	Develop a Cemetery Strategy that: <ul style="list-style-type: none"> Ensures sufficient long-term cemetery space is provided that meets the ongoing 	Immediate	CFA	

A STRONG IDENTITY

To provide a parks and open spaces network that values our district's heritage and celebrates our unique character.

	needs of the community through continuous review of data including demographic trends. <ul style="list-style-type: none"> Protects the district's heritage 			
2	Develop conservation and management plans that provide: <ul style="list-style-type: none"> policies for current and closed cemeteries. recognises and provides for burials and places of remembrance and reflection considers concepts plans for future developments 	Immediate and Medium	CFA/SP	
3	Provided reasonable access to Masterton's public cemeteries and their records.	BAU	CFA	
OBJ 4.4	The cultural and heritage values of our closed cemeteries are protected and maintained.			
Actions		Priority	Responsibility	Comments
1	Recognise and provide for the heritage and amenity values of Masterton's cemeteries.	BAU	CFA	
2	Investigate opportunities to work collaboratively with the local community to protect and maintain the heritage values of the closed cemeteries.	Medium	CFA	Include as part of the Conservation management plan

GOAL 5

PROTECTION AND PLANNING

To provide an integrated parks and open spaces network that meets our legislative and best practice obligations.

OBJ 5.1 *The key purpose and function of individual parks and their role within the wider network is well understood.*

Actions	Priority	Responsibility	
1 Categorise each park according to its key function and purpose in accordance with the categorisation system identified in Table 1 in the first section of this Strategy.	Achieved	CFA	
2 Continue to refine the purpose and function of individual parks and open spaces as Reserve Management Plans are provided.	BAU	CFA	
3 Review the current provision of pocket parks, particularly in the suburban residential areas, to determine their function and purpose.	Medium	CFA	Part of RMP's
4 In considering acquisition of new parks/reserves as part of any residential subdivision process, ensure the new park/reserve has a clearly identified function and park category, and can demonstrate its contribution to the network, and that it meets a clearly identified community need.	BAU	CFA & SP	
5 Investigate / identify Department of Conservation (DoC) Land that is administered by Masterton District Council as part of reserve management planning process.	Future	CFA/DoC	

OBJ 5.2 *The network is appropriately protected for public access and enjoyment into the future.*

Actions	Priority	Responsibility	
1 Develop a prioritised programme to: <ul style="list-style-type: none"> i. Review legal status of all Council parks for Reserves Act gazettal, any relevant title notations (e.g., covenants); any designations etc. to provide a full and complete picture of protection status (or lack of) of park /reserve; ii. Determine and implement the appropriate protection mechanism. 	BAU	CFA	Some immediate priorities may include but not limited to: Memorial Park Waipoua River Catchment area
2 Accurate network mapping of the network is completed and updated regularly by Councils GIS.	Immediate	CFA/GIS	
3 Systems in place for protection of new reserves resulting from subdivision. (e.g. gazettal under Reserves Act, appropriate zoning, covenant etc)	BAU	CFA & SP	
4 Parks and Reserves Staff input to District Plan review to ensure parks are appropriately provided for either through zoning and / designation or other method.	Immediate	CFA & SP	Action has started and is progressing

PROTECTION AND PLANNING

To provide an integrated parks and open spaces network that meets our legislative and best practice obligations.

OBJ 5.3				
<i>The network is managed in accordance with current Reserve Management Plans and best practise</i>				
Actions		Priority	Responsibility	
1	<p>Waipoua River Corridor Reserve Management Plan (WRCRMP):</p> <p>Develop a RMP for this area that reflects the significance of this space as the premier open space within the district and that integrates activities in a legible and coherent way through providing for:</p> <ul style="list-style-type: none"> • Strategic access points, and minimal vehicle movements, strong pedestrian and cycling pathways and linkages along the river and within the corridor. • Recognition of tangata whenua values and their special relationship with water and the land • Recognition of Masterton's urban character and heritage • Strategic linkages with the CBD and surrounding residential areas • Spaces that clearly reflect their primary purpose and function but are also part of the whole. • A clear purpose and function for Queen Elizabeth Park • A long-term vision that addresses water resilience, quantity and quality for lakes within Henley Lake and Queen Elizabeth Park. 	Immediate	CFA & SP	
2	<p>Suburban Reserve Management Plan/s (SRMP)</p> <p>Develop a RMP for Masterton's suburban parks and sports fields that recognises and provides for:</p> <ul style="list-style-type: none"> • A network of parks that meets clearly defined local needs • Accessible and safe places to play and connect with nature. 	Medium	CFA	
3	<p>Coastal Reserves Management Plan (CRMP)</p> <p>Contribute and align with the development of the proposed Riversdale Community Catchment Plan to ensure parks spaces are integrated.</p>	Immediate	To be advised	
4	<p>Develop a RMP for Masterton's coastal parks that recognises and provides for</p> <ul style="list-style-type: none"> • The special character and values of the coastal environment • Recognition of tangata whenua values and their special relationship with water and the land; and 	Medium	CFA/POS	

PROTECTION AND PLANNING

To provide an integrated parks and open spaces network that meets our legislative and best practice obligations.

	<ul style="list-style-type: none"> the needs of local communities and visitors 			
5	<p>Rural Reserves Management Plan (RRMP) Develop a RMP for Masterton's Rural Reserves that recognises and provides for:</p> <ul style="list-style-type: none"> The special character and heritage associated with these reserves The needs of the community. 	Future	CFA	Investigate opportunities to align with GWRC Community Catchment Planning processes
OBJ 5.4	<i>Council parks and open spaces are provided for in a way that aligns with other key strategic goals.</i>			
Actions		Priority	Responsibility	
1	Links between the Waipoua River Corridor and CBD are managed strategically by Council	BAU	CFA & SP	
2	Council Parks and Reserves staff have continuous input into key council projects that impact on parks and open space	BAU	CFA	
3	Council Parks and Reserves Staff have input into the District Plan review and any update of the Reserves Contributions / Development Contributions Policy	Immediate	CFA & SP	
4	Council's provision and management of Waipoua River Management Area aligns with the Town Centre Strategy	Immediate	CFA & SP	
5	As Reserve Management Plans are developed, Council's Street Tree Policy is taken into account for alignment.	BAU	CFA	
6	Align Council parks and open space with emerging biodiversity approaches across the region	BAU	SP/CFA	Will also reflected in RMP'S
OBJ 5.5	<i>Masterton District's parks and open spaces network is well connected with safe and effective pedestrian and cycle connections to the CBD, the Five Towns Trails, and the wider community in which it is located.</i>			
		Priority	Responsibility	
1	Walking and cycling connectivity within the network is a key consideration when designing new parks and reserves, and at time of greenfield subdivision development concept planning	BAU	CFA	
2	Alignment of walking and cycling opportunities within the network with emerging Five Towns Trails Master Plan and MDC Cycling Strategy	Immediate	CFA & WTAG	
3	<p>In collaboration with the Wairarapa Trails Action Group, plan and prioritise:</p> <ul style="list-style-type: none"> Key sections of the FTT for example, Catterton to Masterton link, Masterton Opaki experience loop and the three rivers loop. 	Immediate	CFAS & WTAG	

PROTECTION AND PLANNING

To provide an integrated parks and open spaces network that meets our legislative and best practice obligations.

	<ul style="list-style-type: none"> Urban local trail sections 	Medium		
4	Develop and use wayfinding signage to help people find their way consistent with Five Towns Trails and Wellington Regional Trails Framework.	BAU	CFA, WTAG & CE	
OBJ 5.6	<i>Masterton District's parks and open spaces network utilise the district's trails, roading corridor, and river and stream network to enhance physical connectivity and biodiversity corridors, as well as provide safe access to the district's rivers and streams or other key areas of interest.</i>			
		Priority	Responsibility	
1	Develop a linkage hierarchy that aligns with the walking and cycling strategy and the FTTN	Medium	CFA	Consider as part the RMPs
2	Consider the role parks and open spaces play in providing for trail heads, entrances and exits to trail connections and experience loops.	Immediate	CFA	Consider as part the RMPs & FTTN
3	Consider the role and layout of street trees play to enhance connectivity of the parks and open space network	Medium	CFA	Consider as part the RMPs
4	Optimise links and connections that have potential to enhance the districts biodiversity through planting, stream regeneration and other biodiversity initiatives etc.	Medium	CFA	Consider as part the RMPs

4. STEPPING UP- PRIORITISED ACTIONS & PROJECTS

The following table outlines the prioritised actions from the Implementation Plan, excluding the business-as-usual actions. The immediate priorities are those actions, projects and initiatives that will strongly contribute towards the strategic objectives of the Strategy and are necessary for medium priorities to proceed. They are the key focus areas to deliver the Strategy in the short term.

It's assumed that the immediate priorities will be progressed over the next three years through aligning available resources determined through the Long-Term Plan.

IMMEDIATE PRIORITIES YEAR 1-3	MEDIUM PRIORITIES YEARS 3-6	FUTURE PRIORITIES
GOAL 1 ACTIVE PARTNERSHIPS		
Work within MDC's Maori Engagement Framework & progress partnership approach with MDC's parks & open spaces. May include; <ul style="list-style-type: none"> Identifying key projects Identify naming and whakapapa protocols Identify opportunities to adopt cultural management practices Align resources to support engagement 	Continue to progress partnership approach with Manu whenua	Continue to progress partnership approach with Manu whenua
Develop an Active Parks Partnership Plan - a strategic Partnership/Relationship Engagement Plan for Parks & Open Space including who, why, how & when etc	Continue Partnership & Relationship establishment & management	Continue Partnership & Relationship establishment & management
GOAL 2 HEALTHY PARKS		
Identify long term options for Henley Lake & align with the Waipoua River catchment RMP		
Continue to identify, map and research biodiversity values & natural heritage features, with a focus on urban parks. This will help inform RMPs	Work with GWRC & continue to identify, map and research biodiversity values & natural heritage features, with a focus on coastal & rural parks.	
Undertake a strategic water resilience audit for parks & open space. This will help inform RMPs	Identify opportunities to introduce water resilience management practices into the parks network	
Align BAU actions under this goal with the development of the Waipoua River Catchment RMP . For example; <ul style="list-style-type: none"> Improve environmental & biodiversity outcomes Water resilience Improve tree canopy Encourage ecological links Identify & enhance viewpoints 	Align BAU actions under this goal with the development of the Suburban RMP and the Coastal RMP . For example; <ul style="list-style-type: none"> Improve environmental & biodiversity outcomes Water resilience Improve tree canopy Encourage ecological links Identify & enhance viewpoints 	Align BAU actions under this goal with the development of the Rural RMP . For example; <ul style="list-style-type: none"> Improve environmental & biodiversity outcomes Improve tree canopy Encourage ecological links Identify & enhance viewpoints

IMMEDIATE PRIORITIES YEAR 1-3	MEDIUM PRIORITIES YEARS 3-6	FUTURE PRIORITIES
GOAL 3 HEALTHY PEOPLE		
<p>Continue with open space & neighbourhood park provision planning to identify gaps, shortage opportunities & consider options for meeting needs. For example;</p> <ul style="list-style-type: none"> • Consider other Council lands • Consider partnerships with other providers • New parks in Greenfields's subdivisions <p>This will help inform the Active Parks Partnership Plan (see above) and guide planning for new parks in greenfield subdivisions & urban growth</p>	<p>Monitor changing demographics and needs of the community to help inform Reserve Management Planning and urban growth</p>	<p>Monitor changing demographics and needs of the community to help inform Reserve Management Planning and urban growth</p>
<p>Improve planning processes & approach for new parks & connections in greenfield subdivisions & urban growth. This includes;</p> <ul style="list-style-type: none"> • Early input into development concept planning • Work with developers when subdivision consents are applied for to ensure community needs will be met • Develop development guidelines for new parks • Function & category of new parks 	<p>Continue a proactive approach to parks & recreation planning with urban growth and greenfield subdivisions</p>	<p>Continue a proactive approach to parks & recreation planning with urban growth and greenfield subdivisions</p>
<p>Develop a Planned approach for Play Provision. This will help inform playground renewals, the RMPs & new parks in growth areas</p>	<p>Identify alternative opportunities for water sports</p>	
<p>Develop a Leases policy for community & recreation groups. Encourage sharing of facilities & hub opportunities</p>		
<p>Develop a parks acquisitions and disposal policy (as part of the Wider Council Policy)</p>		
<p>Support & Input into the Wellington Regional Sports fields Strategy to inform sports provision approach for MDC</p>	<p>Review & update the MDC sports facility strategy</p>	
<p>Align BAU actions under this goal with the development of the Waipoua River Catchment RMP. For example;</p> <ul style="list-style-type: none"> • Access opportunities for those with mobility & sensory impairments • Clustering & sharing of facilities & Hub developments • Events space provision • Onsite shade provision 	<p>Align BAU actions under this goal with the development of the Suburban & Coastal RMPs. For example;</p> <ul style="list-style-type: none"> • Include new parks acquired through subdivision • Access opportunities for those with mobility & sensory impairments • Clustering & sharing of facilities & Hub developments • Events space provision • Onsite shade provision 	<p>Align BAU actions under this goal with the development of the Rural Reserves RMP. For example;</p> <ul style="list-style-type: none"> • Review rural park provision
GOAL 4 STRONG IDENTITY		

IMMEDIATE PRIORITIES YEAR 1-3	MEDIUM PRIORITIES YEARS 3-6	FUTURE PRIORITIES
Develop a Parks & Open Space Sign & Wayfinding plan		
Develop a Cemetery Strategy		
Develop a concept development plan for Riverside Cemetery	Develop Conservation Management Plan for closed heritage Cemeteries	
Align BAU actions under this goal with the development of the Waipoua River Catchment RMP. For example; <ul style="list-style-type: none"> Identify & celebrate the district's stories Recognition & use of traditional place names Identify, protect & manage cultural heritage sites of significance Support & encourage events that celebrate & show case Masterton Parks Protect & enhance Masterton's special landscape character 	Align BAU actions under this goal with the development of the Suburban & Coastal RMP. For example; <ul style="list-style-type: none"> Identify & celebrate the district's stories Recognition & use of traditional place names Identify, protect & manage cultural heritage sites of significance Support & encourage events that celebrate & show case Masterton Parks Protect & enhance Masterton's special landscape character 	Align BAU actions under this goal with the development of the Rural RMP
GOAL 5 PROTECTION & PLANNING		
Input into the District Plan Review. This includes; <ul style="list-style-type: none"> Zoning/designation options for parks & open space Appropriate links to need for additional parks as population grows Appropriate provision & alignment of Reserve and development contributions Parks & open space development guidelines 		Investigate / identify Department of Conservation (DoC) Land that is administered by Masterton District Council as part of reserve management planning process.
Develop the Waipoua River Catchment/QE Park Reserves Management plan	Develop the Suburban Reserves Management Plan	Develop a Rural Reserve Management Plan
Continue input into the Five Town Trail Network project & WTAG, including project planning for MDC sections.	Continue input into the FTT Network project & WTAG, including project planning for MDC sections	Continue input into the FTT Network project & WTAG, including project planning for MDC sections
Input into the Riversdale Community Plan	Develop a Coastal Reserve Management Plan	

To:	Your Worship and Members
From:	David Hopman, Acting Chief Executive
Date:	4 August 2021
Subject:	Chief Executive's Report
FOR INFORMATION	
Recommendation:	That Council notes the information contained in the Chief Executive's report 138/21.

Purpose

The purpose of this report is to provide Council with an update (as at 27 July 2021) on Council operations and projects.

Chief Executive's Overview

The past month has seen progress in a number of areas including

- the adoption of the Council's Long Term Plan.
- Beginning of construction of the Skatepark and the Te Ore Ore Road roundabout.
- Release of further three water reform information on funding and costs.
- Celebrations of Matariki.

I would also like to Congratulate Masterton Neighbourhood Support's WeConnect project for winning the Neighbourhood Support New Zealand Overall Award.

Policy (projects update) Activity

Home Health Self-Assessment Kit

A new home health assessment toolkit is available from Wairarapa libraries. This was a joint initiative between the Masterton, Carterton and South Wairarapa District Councils.

The Home Health Assessment toolkit will help households to find out:

- How to keep homes warmer, drier and healthier
- Which areas of home use the most energy
- How to save on power bills and as a bonus reduce household carbon footprint
- Check firewood moisture level
- Useful tips and advice to improve the comfort of your home

Dry, warm homes are more comfortable and healthier for their occupants. They are also more energy efficient which helps reduce home's carbon footprint.

Smokefree Policy Review

Smokefree policies across New Zealand have been developed largely in response to, and in support of, the Government's stated policy to make New Zealand smokefree by 2025. The Government defines 'smokefree' as less than 5% of the population regularly smoking tobacco. 17% of people in the Masterton District smoke tobacco (2018 Census).

The Council's Smokefree Policy aims to reduce the visibility of smoking in the Masterton district and promote a clean, safe and healthy environment for our community. The Policy sets out the Council's position and commitment in relation to smokefree public places and events.

The Policy was last reviewed in June 2017 and was due to be reviewed in June 2020. A review of the Policy was delayed until after the amendments to the Smoke-Free Environments Act 1990 (now the Smokefree Environments and Regulated Products Act 1990) came into force. The key changes to the Act include an extension of the definition of a regulated product to include vaping products, and restricting smoking in cars (to come into force later this year). The Act's intention is to reduce exposure, prevent the normalisation of vaping, discouraging people, especially children and young people, from taking up smoking, vaping or using smokeless tobacco products.

We propose to work with Carterton and South Wairarapa District Councils to develop a joint policy that would apply across the Wairarapa. This would enable a consistent approach to be taken across the region leading to increased public understanding and compliance. The policy would be developed through the Wairarapa Policy Working Group.

The review work has commenced including some preliminary analysis and initial engagement with key stakeholders from the health sector and Wairarapa Youth Council.

Customer Service Activity

Service request reports from between 12 June 2021 to 21 July 2021. The compliments and complaints described briefly below were received over this period. There was 1 complaint and 9 compliments.

- **Animal Services**

Just wanted to say you guys are awesome! Thankyou for following up on the refund. Will spend it on her probably so thank you from her as she is looking at me right now. Gave me a paw up with treat looking eyes. Fingers crossed I win the prize now. Mind you, I don't win anything normally, yup one of those guys ha-ha just being funny thanks for your service, it's top notch.

- **Customer Service Specialist – Danielle Malton**

Karen thought Danielle was amazing. Danielle went above and beyond with helping to deregister Karen's parents' dog. Karen's parents are both going to a rest home and the dog had passed away. Karen was unsure as to what to do and Danielle helped her through the process. Danielle helped very much to change a difficult situation into a good one.

- Audrey Dench & Marilyn Sayers

On Wednesday, I had the pleasure of taking a grandchild for a swimming lesson at our public pools and as I am usually upstairs in the gym haven't seen this part of the complex for quite some time. They are beautifully maintained and staffed.

- Afterhours office – Pamela

A lady named Emma just phoned to ask about the water being off again in Fergusson Street and I advised her it should be back on soon. She also wanted to leave feedback regarding Pamela from the after-hours team that she dealt with last night when the water was off. Pamela regularly called her with updates, and she was really appreciative of the service.

- Complaint – breach of Code of Conduct and Complaints Policy

We received a complaint that elected members had breached the Code of Conduct during the Long Term Plan adoption meeting and that we had not responded within 14 days of another complaint related to the Long Term Plan consultation processes.

Council received 952 service requests between 12 June 2021 to 21 July 2021 with 441 of these remaining open. Four of the total number of service requests have come via elected members, the remainder are from members of the public.

Community Facilities and Activities Activity

Library

July has been a celebration of Matariki at the Library. Our new winter reading programme was launched on 28 June and runs through to 7 August 2021. We have 15% more children participating in the programme over last year's enrolments.

Our Matariki celebration was held on Friday the 2 July. It was a great night celebrating the new year with over 100 people coming out to hear the telling of the story of Matariki and performances by a local Kapa Haka group and musician. Flax weaving was demonstrated, and participants were able to make their own Matariki star from flax.

The past two weeks we have been busy with school holiday programming, which included Matariki crafts, books sharing, LEGO play and family games day. The highlight was local MP Kieran McAnulty taking over story time and reading some of his favourite books to the children.

After some research conducted by our Community Outreach Librarian, we are in the process of transforming how the library looks. The aim is to make the space more inviting and useable for everyone in the community. These changes are being done on a small scale utilising the resources we have.

Archive

Michelle Clausen and Liz Conway attended the Te Manawa History Symposium in Palmerston North where new ideas for digital outreach and heritage sector input to the Aotearoa New Zealand Histories Curriculum were presented. Many new contacts were made and networks established in the GLAM

and academic communities, and very encouraging feedback was received on our work in Wairarapa communities.

Outreach continues to grow with requests for heritage presentations to groups increasing. This month, two Age Concern groups heard an audio-visual presentation about the US Marine camp at Solway, given by Mark Pacey, complete with a hands-on demonstration of an M1 helmet, ammunition and shell casings, and a grenade - all non-live!

Mark Pacey's work on the US Marines in Masterton also featured in New Zealand Memories magazine's latest edition, with an article written during last year's lockdown, and photographs from the Collection.

Copies of the magazine arrived at the Archive with a note from the editor:



Mark is also about to publish the second in his series of books charting the history of Wairarapa chemists. Yesterday, the Carterton Crier featured an interview with Mark about the book, with photography by Adam Simpson.

Visitor numbers to the Reading Room are steady, with an increase in emailed research requests. Recently, some of these have been quite complex which is extending the range of skill and knowledge of our archivists. It is very satisfying seeing this growth and their enthusiasm for new adventures.

The Tinui War Memorial Hall Safe-Crackers Crew effected a raid on the strong room, following a successful re-keying of the door, and discovered a room of mixed treasures. Some of these will be retrieved for safe-keeping in the Archive, while others will remain for the local community. A successful effort by all involved.

Grants

The Community Wellbeing Grant and Community Events Fund for the 2021/22 opened on 1 July. Previous year's recipients were contacted six weeks out from the closing date and provided an application form and information sheet and advertising was done via our usual social media avenues and on our website. Today, being two weeks out from the closing date of 30 July, nine applications

have been received for a Community Wellbeing Grant and four to the Community Events Fund. The Grants Administrator has tried a more proactive approach this year, contacting previous community organisation and club applicants, six weeks out with a follow up one week out from the closing date, 30 July 2021.

The Masterton District Creative Communities Scheme and Council's Masterton Arts Fund are now both open for Round 1 applications and will close on 27 August 2021. Creative New Zealand have allowed all authorities to retain left over funding from the 2020/21 funding, which was mainly due to the additional COVID-19 funding they allocated in January, to be used in 2021/22. For our district this is \$10,782.92 carried forward and with \$7,605 allocated for Round 1 this is a substantial amount of funding for our community arts sector to apply for.

Community Development

Wairarapa Youth Council

Meetings continue to be well attended and productive. Discussion between the three district councils has occurred around the future of a shared Youth Council. Initial steer from the group is that it might be more effective to mirror the local government councils with a youth council for each district council, as well as a joint council that would meet a few times a year. The next step is for staff to bring a paper to council.

Neighbourhood Support

Cathy Cameron, Masterton Neighbourhood Support Coordinator attended The Neighbourhood Support New Zealand (NSNZ) National Conference in Wellington 28-29 June 2021. At the New Zealand 2021 National Awards dinner held on Monday 28 June, the WeConnect Masterton NS initiative project won the Overall Award (see below).

NSNZ Overall Award 2021

The overall award goes to a nomination from any category that stands out because it:

- a. Demonstrates innovation,
- b. Achieves a positive impact for Neighbourhood Support and the community, and
- c. Has had positive outcomes for a key area of our work: safer communities, resilient communities and/or connected communities.

The 2021 award goes to a project that has taken Neighbourhood Support to new levels in its community by buddying up local volunteers with new migrants from different cultural and linguistic backgrounds. It has generated friendships, found people jobs, helped people learn to drive and supported people to gain the skills they need to participate in their community. It has provided new opportunities to not only new migrants, but also to the volunteers who take part.

At the same time it has encouraged collaboration between government agencies and other community organisations and the programme has been shared with other Neighbourhood Support member organisations.

It demonstrates what can be achieved when neighbours support one another.

Congratulations to Masterton Neighbourhood Support's WeConnect project for winning our Overall Award! Accepting the award on behalf of the organisation was project Coordinator, Cathy Cameron.



From L to R:
Tess Casey - Chief Executive Officer of NSNZ, Senior Sergeant Ian Osland from Wellington District Police, Cathy Cameron from Masterton Neighbourhood Support, and Louise Grevel - Board Chair for NSNZ.

Welcoming Communities

The Community Development Advisor has attended the Welcoming Communities coordinator national hui online. It was a fantastic opportunity to connect with coordinators from other districts about the work occurring across the country. In the future once Council has appointed our coordinator it will be a great peer group for them. Next steps for this program are to appoint a coordinator and begin to develop our Welcoming Plan. Planning is under way around the coordinator role to refine scope, JD, etc before we recruit.

Refugee Resettlement

The steering group chaired by Councillor Ryan meets for the first time on 29 July since the COVID-19 pandemic halted resettlement in early 2020. The group will focus on what needs to be accomplished before the first group arrives for resettlement. Before COVID-19 hit, Masterton was scheduled to receive Syrian refugees. However, that changed to Ahmadiyya people post COVID-19. The Ahmadiyya people have a strong international network that supports refugees resettling across the globe. The steering group is lucky to have two Ahmadiyya representatives sitting on it.

Properties and Facilities

Housing

Quotes have been received for heating upgrades to our Senior housing units. Once each quote has been accessed, we will notify the preferred supplier to arrange installation.

Waiata House

The construction of the vehicle compound is scheduled to start in the week commencing 26 July. This will provide a secure site for vehicles to be stored, creating cost savings via a reduced Fringe Benefit Tax and fuel consumption, as well as lowering our emissions.

Contractors - Belgravia Leisure and Recreational Services

Belgravia Leisure - Trust House Recreation Centre Contract

There were 10,379 total facility visits in June 2021 compared to 7,764 in June last year. Facility visits in June 2019 were lower at 7,242. The lower figure last year is attributable to COVID-19 Alert Level 2 restrictions which was in place until 22 June 2020. This year the facility operated under COVID-19 Alert Level 2 restrictions for seven days during June 2021.

We are continuing to progress revision of the operational and maintenance contracts for the facility with the current contract holders, Belgravia Leisure and Ordish and Stevens. During the previous financial year there was adjustments to the annual contract cost and as a result the contract price is largely unchanged for the new financial year.

Belgravia Leisure - Mawley Holiday Park Contract

Occupancy was slightly quieter in June than the previous month, but there was an increase on the same month last year. We are currently awaiting the final numbers but as predicted, the contractor has exceeded the revenue target for 2020/21. The annual contract cost will be unchanged for the new financial year except for an adjustment for the contract price for inflation.

Recreational Services - Parks and Open Spaces Maintenance Contract

A successful end to Year 2 within this contract framework has earned the contractor the right to Year 6.

The annual cost of the contract for this new financial year is increasing by the value of 'compensation events' and as budgeted for within the Long Term Plan. These are new or revised assets coming into the annual contract cost and are mainly from the new housing developments within the urban area. There is a tailored inflation formula set within the terms of this contract. It considers the effect of price changes across labour, on-site overheads, fuel, consumables, and capital costs. This year there is no adjustment to the contract price for inflation based on this formula.

Parks and Open spaces

The first of our new park recycling stations has been installed in the carpark at Queen Elizabeth Park. It is hoped that the suite of three bins, with easily recognised colours and labelled in Te Reo as well as English will assist visitors to more easily dispose of their waste.

Archer Street Cemetery's ash berm project is now complete with the lawns levelled and boundary garden landscaped.

This winter is the first, in many years, that has required grass to be cut in Percy Reserve. The success of our carpark and Oliver's Road gate project has reduced the risk of vandalism to the recreational space.

Henley Trust has started the winter community plantings and we have been supported the Solway Neighbourhood Planning Group with two planting mornings at Kirk reserve. Castlepoint and Riversdale dune plantings had a larger turn out of volunteers this year.

Winter plantings have commenced with the completion of stage 1 of the Essex Street carpark, Opaki Road footpath plantings, 60 new street trees, and specimen tree plantings within our parks. A children's interactive garden has been winter planted and continues to wow our visitors.

Kaitakawaenga

Engagement with Iwi, Hapū, Marae and Hapori Māori has increased operationally, council-wide over the past few years. This is largely due to the relationships brought into the organisation by the Kaitakawaenga and now the Kaitatari Māori bringing in other types of relationship with local Māori.

To support this increased engagement we have altered our approach to work with staff to support them developing their own independent relationships with Māori and engage inside of their business as usual and projects. The Kaitakawaenga and Kaitatari Māori are always there in support with all engagement.

There are three areas of work for our Māori team:

1. Council wide engagement working with both People Leaders and SLT supporting their projects and business as usual with engagement and providing a Wairarapa tanga view.
2. Internal training to develop staff in Te Reo me ōna Tikanga to build capacity
3. Their own projects e.g. Iwi Engagement Framework, Te Reo me ōna Tikanga Policy, Ngāti Te Korou Reserve

The projects, strategies, and implementation plan's our Māori team are working on and with other teams are:

Climate Change	Waipoua Bridge
Policy	Māori Procurement
WREMO	Welcoming Communities
Translation	Guidelines
Civic Facility	Road Naming
Hood Aerodrome	MDC Tikanga
Ngāti Te Korou Reserve	IHM Engagement Framework
POSS Strategy and Implementation	MDC Tikanga and Kawa Guidelines
Te Wiki o Te Reo Māori	Māori Wards
Three Waters	Internal Training re-development
WREMO	Marae

Project Delivery Activity

An update on major projects is included at the end of this report (Attachment 1).

Financial Update

Finance staff are working on the financial year end numbers and Annual Report preparation. At this stage it is too early to produce draft financial statements. The Council meeting on the 30th June included a tabled report for the forecast financial statements for the full year to 30 June 2021. Those statements remain the best information at this early stage.

Those forecast financial statements were based on 11 months to date actuals and have predicted the month of June. The forecast Statement of Revenue & Expenditure showed an accounting surplus of \$3.14 million. This is \$2.32 million better than the planned surplus of \$0.82 million. This predicted better-than-planned result is due to the following major aspects:

- higher revenue from financial contributions (\$1.17m or 92.8% more than planned)
- fees, charges and other revenue more than planned (\$1.285m or 13.6% more)*
- personnel costs (\$0.4m, 3.7% less than planned)

* There are a number of reasons for other income being more than planned. These include:

- solid waste user pays revenue up 12.5% or \$390k up due to higher waste tonnages coming through the transfer station
- roading has seen more roadside trees project subsidy and a receipt of backdated NZTA subsidy - total of both of these is \$526k more than planned
- building consent revenue will be \$380k or 36% more than planned
- Mawley Holiday Park revenue is \$110k or \$25% above the planned level

The forecast year end Rates Requirement Statement has a positive variance of 1.4% or \$452k unspent before allocation of any surplus funds for use as carried forward funding in 2021/22.

Already excluded from the above is any funding received for specific projects – this will be carried forward as income in advance. This includes project funding for the skatepark, airport and 3 waters stimulus projects.

One aspect to flag is that interest income on investments will be well below the level planned. The bond fund investments have reflected the interest rate markets where rising interest rate expectations have resulted in the market value of the portfolio dropping, resulting in a reduction in the value of the investments (reversing some of the prior year gains).

Rates Receivable at 30 June 2021 was \$546,952. This is 1.3% of rates levied in the 2020/21 year and a \$77,494 reduction from the prior year figure. Further reporting will be provided to the Audit & Risk Committee in August.

Rates rebate processing is underway. There is an appointment booking system which is well utilised, with the aim of processing as many rebates as possible before the first instalment which is due on 20th August. By Friday 30 July we will have processed 325 applications (approx. 30% of the expected number).

The first instalment of the 2021/22 financial year was sent out in the second week of July and has generated a number of queries from ratepayers asking about changes from the prior year. Explanations have been provided to those individuals and generally relate to their valuation changes being more than the average change. A property being above the average movement means it picks up a larger slice of the rates pie. As predicted when the rating valuations were received by the Council in February 2021, commercial properties had lower valuation increases, so many have had rates reductions while households have picked up a greater share. The LTP consultation material included sample property information which flagged the variability of the changes. On top of these increases, the GWRC rates (which the Council collects on their behalf) have increased, resulting in increases of between 1.5% and 2.5% on most properties.

Capital Expenditure

The table provided to the 30 June Council meeting was a summary of the 11 months to date capital expenditure compared to the plan and included a full year forecast. Overall it is still expected that 67% of the capital programme will have been spent by year end. Further detail will be available for Audit & Risk Committee in August



Council Project Delivery Programme

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

As at: **Thursday, 29 July 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"> • Council formally adopted the 2021-31 Long Term Plan on 30 June, voting in favour of the Civic Facility proceeding as per the preferred option • Progressing the land acquisition of the preferred site; procurement approach; and the establishment of a governance mechanism for the project - all papers going before Council on the 4th of August • Planning is underway on mobilising the necessary project resources (internal and external) to deliver the Civic Facility
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 in the LTP adoption 30 June • 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"> • The scope of the Animal Shelter facility has been revised to bring the project back within the budget envelope. The new scope will still allow for future development and expansion of the Animal Shelter • The temporary Animal Shelter is undergoing further remediation works to enhance the sound proofing • Demolition of the Ngaumutawa Road site has been deferred while the remediation works of the temporary site are completed and all dogs can be transitioned to the temporary shelter
P 004	High	Implementation	Skatepark Revamp	Q4 2021	G	↓	The skatepark needs refurbishment and the community has led the development of this project and how the skatepark could be improved. The revamped park will provide new experiences for our local families, a safe, welcoming environment for our rangitahi, an option for those not into team sports, minimise damage to public and private property (by providing a challenging environment for those wanting one), as well as becoming a regional attraction for visitors, with spin off benefits as visitors spend money within the community.	A	G	G	G	G	<ul style="list-style-type: none"> • The main contractor Hunter Civil on site from 9 June and progress is well underway, with the contractors putting in long hours in adverse weather conditions • Variation to the skatepark design contract was approved for the pump track design to be completed and a design has been agreed - this work will occur as part of the second stage of the park redevelopment • Concept designs for the Youth Hub were provided to MDC and agreed and pricing was 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	G	G	G	G	<ul style="list-style-type: none"> Final masterplan for approval by Council 4 August Remedial work on the fence along the Waingawa River to the motorplex complete A procurement document for the resealing of Moncrieff Drive has been prepared and should be released to market in the coming month
P 018	Med	Initiation	Dump Station	Feb-21	G	↔	There is currently only one dump station in Masterton and this is located at Mawley Park. The Mawley Park dump station does not operate 24/7 and has constraints for access and turning for larger motorhomes. Henley Lake is an unofficial freedom camping site and currently people are illegally dumping behind the toilet block which is a H&S hazard and problematic for the Council. The new dump station would operate 24/7 and would provide for more motorhomes to travel to the region.	G	G	A	G	G	Report to Council 4 August.
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	R	G	G	<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 The bridge height has now been set at 1600mm higher than originally designed, and there are cost implications to this which have used all project contingency funds A \$20k funding grant was received from Creative NZ for artwork of local significance to be added to the finishing design of the bridge
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.

To:	Council
From:	Mayor Lyn Patterson
Date	4 August 2021
FOR INFORMATION	
Recommendation:	
That Council receives the information in Report 139/21.	

Purpose:

To provide an information update to members.

Meetings, Appointments, Events and Activities: July

Excludes meetings with CEO, staff, Councillors, Council and committee meetings and Workshops

- Wellington Regional Leadership Committee
- Blessing Social Housing Development
- Aratoi – Flick the Switch Solar Project
- Matariki – Library
- Three Mayors Meetings (2)
- Remutaka Transport Forum
- Education Meeting Rangitāne (2)
- Mauriceville School and Teen Parent Unit visit – LTP Consultation Winners
- Future of local government Hui Hutt City
- Three Waters Update Zoom (3)
- MTFJ Industry Training Awards meeting
- DHB with three Mayors meeting
- Local Government Conference and AGM – Blenheim (three days)
- WMSST catch up
- MTLT AGM
- Meeting Chair Wings over Wairarapa
- Mayors and Chair Wairarapa Regional Skills Leadership meeting
- Mayoral Forum – Upper Hutt
- Launch Home Health Assessment Kit – Three Councils
- Water Users

1. NZTA Waka Kotahi

Waka Kotahi are now seeking feedback on their final design of SH2 Masterton to Featherston. This has taken a number of years and many public consultation rounds to get to final design. They have developed three separate safety programmes – Speed Review, Roundabouts and Barriers, and Pedestrian Crossings.

It is pleasing to see the roundabout at Ngaumutawa Road being progressed which will provide safer access across SH2 for Solway School students as well as road users entering or exiting SH2.

2. Wellington Regional Leadership Committee

The first full meeting of the membership was held on 1 July 2021. The Hon. Tracey Martin has been appointed as the Independent Chair. Ministers of the Crown on the Committee are Hon. Dr Megan Woods and Hon. Michael Wood.

The Joint Committee has been established with its purpose being that the ten Councils and mana whenua to take responsibilities for key matters of regional importance where a collective voice and collective regional planning and action is required.

The Joint Committee Agreement acknowledges that we are wanting to 'work together with central government on matters that are of regional importance and are cross-boundary and inter-regional in nature.'

The role of the committee is to set direction and monitor activities from those plans related to the direction on all matters, with particular focus on:

- Regional economic development
- Regional recovery
- Wellington regional growth framework

This first meeting predominately dealt with procedural matters, but also approved the finalisation of the Wellington Regional Growth Framework and the three-year work programme (See Attachment 1).

As this is a Joint Committee of the ten Councils, the agenda will be placed on Stellar for Elected Members to access.

3. Local Government Conference, 15-17 July

It was a pleasure to attend the Conference with two first term Councillors – Brent Gare and Tim Nelson. The Conference was, not surprisingly, dominated by discussion on the three waters reform.

The seven remits put forward to the AGM were all passed with an additional remit from the floor which was put to the AGM in three parts with all parts being carried.

Motion: That Local Government New Zealand:

- Confirms that individual Councils should be able to consider the impact of Three Waters Reform proposals on their local community.
- Does not support the Three Waters Reforms being made mandatory.
- Acknowledges that individual Councils remain able to express their own views on the reforms and make their own decisions.

Further update will be provided at the Council meeting.



Attachment 1 to Report 21.273: WRGF Priority Areas

This attachment provides firstly an overview of each of the priority areas and then secondly information for each priority including a summary of each initiative in the three-year work programme.



- WRGF objectives**
1. Increase housing supply, affordability and choice
 2. Enable growth that protects and enhances the quality of the natural environment and accounts for a transition to a low/no carbon future
 3. Improve multi-modal access to and between housing, employment, education and services
 4. Encourage sustainable, resilient and affordable settlement patterns/urban form that make efficient use of existing infrastructure and resources
 5. Build climate change resilience and avoid increasing the impacts and risks from natural hazards
 6. Create employment opportunities

Priority: Housing Supply, Affordability and Choice	Priority: Transport choice and access	Priority: Iwi/ Māori housing, capacity and taonga	Priority: Climate change and resilience
<p>In more and more areas of the region, housing is unaffordable for many people. A lack of supply and a limited choice of housing types and locations are limiting options. The lack of affordability for renters and homeowners has become much more of an issue in the past five years. This is increasingly contributing to homelessness, overcrowding and poor health and educational outcomes.</p> <p>The lack of affordability is also changing the distribution of demand for housing across the region, pushing more residential growth to outer areas such as Levin and Wairarapa, and causing the displacement of communities.</p> <p>Development economics should be favourable for more construction, but a number of constraints appear to be limiting new supply. However, our understanding of specific barriers and necessary investments is still at an early stage. Region wide work is needed to understand required investment in infrastructure, particularly for three waters and transport that will be required to enable large-scale housing development in the region.</p>	<p>Work undertaken as part of the Wellington Regional Land Transport Plan 2021 has identified trends and issues relevant to the WRGF, including demand for public transport is growing, car use remains the dominant mode of travel for journeys to work, congestion on key multi-modal road corridors is resulting in travel delays and unreliable journey times for people and freight and transport-related carbon emissions are increasing.</p> <p>In addition to these issues, the WRGF highlighted that access to social and economic opportunities is constrained by many factors, including the affordability of travel, the lack of well developed, multimodal west-east transport connections, the lack of significant concentrations of jobs outside central Wellington, and jobs and social infrastructure (such as hospitals) in places with limited public transport services.</p> <p>The transport system needs to enable the region to grow in a way that makes it easy for people to get around, while creating less congestion, fewer emissions, and more liveable places. The RLTP has three headline targets for the next ten years:</p> <ul style="list-style-type: none"> • 40% reduction in deaths and serious injuries on our roads • 35% reduction in transport generated emissions. • 40% increase in active travel and public transport mode share. 	<p>Māori home ownership rates are lower than those of the overall population of the Wellington-Horowhenua region. Data also shows that severe housing deprivation is being experienced more by Māori than by Pākehā. Opportunities to improve Māori housing outcomes are being developed in a range of emerging partnerships between iwi, the Crown, and councils in the region, but a much greater focus will be needed if housing disparities are to be addressed.</p> <p>In developing the WRGF and also in setting up the WRLC and supporting structures, we identified a clear lack of capacity in Iwi/Māori organisations to enable these organisations to participate in these processes. This reduces the potential value of the local government, central government, iwi partnership. This will only get worse with requirements for Iwi/Māori participation in the NPSUD – Future Development Strategy and other regulatory documents. If we do not increase long term sustainable capacity in Iwi/Māori organisation then everyone will be set up to fail.</p> <p>Climate change impacts have the potential to impact on taonga and areas of cultural significance in the region. These need to be considered as part of any climate change adaptation.</p>	<p>One of the challenges for the region is how to balance the existing built form and a continuing demand to build in coastal and/or hazard prone areas and the risks that this brings both currently and into the future with the impacts of sea level rise.</p> <p>Some of the regions three waters infrastructure resides in areas that are already being, and likely to become more impacted by climate change. Key parts of the transport system as seen in the diagram overleaf have been assessed as being extremely, very high, or highly vulnerable to earthquake, tsunami, or storm risk.</p> <p>The region has a good base with regards to the natural environment but increasing pressures from development coupled with higher expectations for better environmental outcomes and lower emissions mean we will need to do better.</p>

Priority: Housing supply, affordability and choice

PROJECTS UNDERWAY

- **Eastern Porirua Regeneration** – this central government, local government and iwi project will provide - about 2000 state houses made warmer, drier, and safer, about 2000 affordable and market homes and 150 additional state houses. It will also provide great neighbourhoods and resilient communities. The project helps to improve the wellbeing of Eastern Porirua residents including new employment opportunities for local people and businesses. See <https://porirua.govt.nz/>
- **Urban Plus** – this is a Hutt City Council CCO. It utilises a range of housing approaches including for instance a recent partnership – *He Herenga Kura, He Herenga Tangata, He Herenga Whenua* – between Hutt City Council, Kahungunu Whānau Services, Te Rūnanganui o Te Āti Awa, and Council-owned organisation, Urban Plus Limited is the first of its kind in the country and sets out a framework for building and delivering warm, safe, and affordable homes for those in desperate need.
- **Te Kāinga, affordable rental programme** – The Te Kāinga programme sees Wellington City Council (WCC) enter long-term leases with commercial building owners and developers to deliver stable and affordable rental housing for the city's essential and key workers, targeting those in essential skills occupations, have moderate incomes and do not own a home. WCC has 339 apartments in the pipeline. The first project, Te Kāinga Aroha, welcomed the first tenants on 5 March 2021 and provides 52 apartments in the Wellington CBD. The building was converted from office space to one, two and three-bedroom units. The Council recently set a target for the programme of 1000 units completed or under contract in the next 5 years.
- **Kenepuru Landing** – this is a partnership between a private development and Ngāti Toa where both partners have committed to creating a suburb that meets the needs of a diverse community with a heavy emphasis on amenities, public transport, and ease of living. On completion, the new suburb will include approximately 700 homes projected to house over 2000 people.
- **Kāinga Ora developments** – Kāinga Ora has over 7,500 public homes across the Wellington region and is working with councils, iwi and the community in renewing, redeveloping and regenerating its portfolio to plan for growth and improve the quality of housing for its tenants.

OTHER WORK IN PLANNING STAGE

- **Kāinga Ora pipeline** – under the Government's Public Housing Plan, around 470-690 public housing places and around 170 transitional housing places are expected to be delivered by 2024 in the region. Investment is planned and proceeding across a range of projects including key projects such as Porirua Development and developments at Rolleston and Arlington in Mount Cook which will deliver around 380 much needed homes in the central city, including 60 supported living homes.
- **NPS-UD medium density plan changes** – these are all under development. Fast tracking these plan changes would increase the speed at which houses could come to market.
- **RiverLink** – an integrated urban development (projected to provide 1300 houses/apartments), transport (roading and multi-modal) and resilience project in Lower Hutt.
- **Let's Get Wellington Moving** - Strategic opportunity to support intensification/high density development on the future mass transit and active travel corridor from the CBD to Newtown and Kilbirnie. See <https://lgwm.nz>
- A range of greenfield developments in early stages of planning (e.g., Lincolnshire Farm (2,000) Upper Stebbings/Glenside West (650)).
- A range of greenfield in more advanced stages of planning e.g., Porirua Northern Growth Area including Plimmerton Farm (3800 homes - a resource consent is about to be lodged for stage 1) and Tara-Ika (2,500 - which is nearing the hearing stage).
- Establishing a Regional Developers Forum – to provide a regional view of the development opportunities available and the longer-term planning. To encourage developers into areas they have not developed to date.
- Taking a regional approach to the [Governments Housing Acceleration Fund](#) in line with the WRGF.
- Examining options for a regional housing entity – as part of the Regional Housing Plan to identify how we could jointly structure ourselves to get better and faster housing results.

WRGF INITIATIVES PRIORITISED UNDER THE 3-YEAR WORK PROGRAMME

Attachment 1 to Report 21.273

1. **Regional housing plan** – answering the question of “what can we do collectively to increase housing supply in the short term (ie, next 5 years) and how should we structure ourselves to do that”?
2. **Iwi-Māori housing plan** – focusing on those issues that are specific to iwi/Māori in the region with regards to housing.
3. **Lower Hutt Structure Plan** – joint partner planning to accommodate an estimated additional 5000 homes providing for approximately 11,000 people in the study area.
4. **Levin Structure Plan** - joint partner planning to accommodate an estimated 6300 additional homes providing for approximately 14,500 people in the study area.
5. **Upper Hutt Structure Plan** – joint partner planning to accommodate an estimated 4800 additional homes providing for approximately 10,500 people in the study area.
6. **Johnsonville Masterplan** – joint partner planning to respond to increased housing demand in Johnsonville and surrounding suburbs arising from its proximity to a number of employment markets, and the lower hazard profiles in this area compared to many existing urban areas in Wellington City.
7. **Kāpiti-Horowhenua Planning** – joined up planning for public transport, social and other infrastructure, and services to enable an estimated 15,500 new houses and nearly 39,000 more people in greenfield developments and nearly 10,400 new houses for approximately 22,800 people in existing urban areas within Horowhenua/Kāpiti in the next 30 years.
8. **West-East access, housing, and resilience investigation** – this project explores opportunities that an improved/new west-east multi modal connection would provide for transport (people and freight), resilience, movement within the region, housing and urban development uplift potential, and business areas. It provides the opportunity to future proof the region with alternatives for transport, urban development, and resilience.
9. **Ōtaki joint planning pilot** – current issues exist in this pilot area that would benefit from collective planning such as an increasing demand for affordable housing and associated services and poor public transport access impacting opportunities for existing and future residents eg lack of public transport for rangitahi to get to employment either further south in Kapiti or north to Levin or Palmerston North.
10. **National policy implementation** – including a joint Future Development Strategy under the NPS-UD requirements and a regional approach to the Regional Policy Statement (RPS) to ensure strong alignment between the WRGF and the RPS.
11. **50-100 year three waters strategy** - developing a 50-100-year regional three waters strategy to support anticipated housing growth which includes both changes to how we use water across the region and required upgrades to existing infrastructure.

POTENTIAL COMMITTEE ROLE AND FOCUS TO FACILITATE AND UNLOCK BARRIERS

- **Urban development and freshwater management tensions** – the restrictive requirements of the freshwater package will likely reduce the amount of land that can be developed in the region. Plimmerton Farm and Lincolnshire Farm are good examples of where housing yield will be affected by the new requirements. Is this tension something the Committee could assist in addressing, in order to unlock more housing while maintaining and improving freshwater bodies?
- **NPSUD medium density plan changes** – the process as prescribed will take a number of years to see results in housing development – the Committee could look at options - for instance fast tracking this process to enable the plan changes to become effective earlier than is currently proposed. Recent district plan changes in the region such as residential intensification in Lower Hutt saw an immediate uptake in housing development.
- **Lack of capacity in the building sector** – whilst a national issue, this committee could look to investigate pilot programmes including all partners i.e., apprenticeships for iwi/Māori in partnership with central government and local government projects.
- **Capacity in the iwi/Māori housing space** – there is a lack of development capacity to enable iwi/Māori to partake fully in all the opportunities available (e.g., more Kenepuru Landing examples).
- **Developers' appetite for building medium density outside the main centres** – the Developers Forum is one way to look to reduce this barrier. Are there other things the Committee would want to explore?

Priority: Transport choice and access

PROJECTS UNDERWAY

- The transport system needs to enable the region to grow in a way that makes it easy for people to get around, while creating less congestion, fewer emissions, and more liveable places. The Wellington RLTP 2021 has three headline targets for the next ten years:
 - 40% reduction in deaths and serious injuries on our roads
 - 35% reduction in transport generated emissions.
 - 40% increase in active travel and public transport mode share.
- **The RLTP 2021 captures the activities underway across the region to improve the transport system. These include:**
- **Let's Get Wellington Moving** – a transformative city-shaping programme focused within Wellington city but providing benefits to the wider region. It seeks to transform urban mobility and shape urban form through central Wellington City. It will deliver multi-modal transport system improvements that make the city and region more accessible, compact, sustainable, and liveable.
- **Rail network improvements** – the Wellington Metro Rail Upgrade programme includes a number of packages to continue investment in a fit-for-purpose reliable and resilient regional rail network, including those delivered through NZUP.
- **Strategic road network improvements:**
 - Completion of Transmission Gully and Peka Peka to Ōtaki; Implementing New Zealand Upgrade Programme activities: Ōtaki to north Levin and Melling intersection upgrade; SH58 safety improvements.
 - Improving the reliability of freight interchange at CentrePort, integrated with efficient passenger ferry access (the Multi-user Ferry Terminal).
 - Delivering the Road to Zero Programme across the region with a focus on Wairarapa and Horowhenua.
- **Development of cycle networks including** - Te Ara Tupua, a \$190M project to create a walking and cycling link between Wellington and Lower Hutt; Eastern Bays Shared Path; Oriental Bay to Evans Bay cycleway, \$230 million in Wellington City Council LTP for cycling over the next 10 years.
- **Public transport** improvements – including purchase of more electric buses, bus shelters, improvements to rail and station infrastructure, national integrated ticketing.

OTHER WORK IN PLANNING STAGE

- Transport is central to all of the WRGF 'Key moves' including but particularly the need to 'Fully unlock the urban development potential of current and future rapid transit orientated corridors particularly LGWM' and enabling higher density housing in walkable neighbourhoods close to public transport.
- The rapid transit network is set out in the RLTP. A detailed business case is underway to confirm the preferred approach to longer distance rolling stock that will together with other improvements improve frequency, capacity, and regional/inter-regional connectivity; modernising and improving station access safety and accessibility.
- Riverlink improvements including a multi-modal connectivity to central Lower Hutt and surrounding communities through relocating the Melling railway station, enhanced park-and-ride, and improvements to SH1 and Melling interchange.
- Further bus improvements including fully electrifying the bus fleet and further development of the regional cycling network including opportunities for delivering Innovating Streets.

WRGF INITIATIVES PRIORITISED UNDER THE 3-YEAR WORK PROGRAMME

1. West-East access, housing, and resilience investigation – this project explores opportunities that an improved/new west-east multi modal connection would provide for transport (people and freight), resilience, movement within the region, housing and urban development uplift potential, and business areas. It provides the opportunity to future proof the region with alternatives for transport, urban development, and resilience.
2. **Kāpiti-Horowhenua Planning** – joined up planning for public transport, social and other infrastructure, and services to enable an estimated 15,500 new houses and nearly 39,000 more people in greenfield developments and nearly 10,400 new houses for approximately 22,800 people in existing urban areas within Horowhenua/Kāpiti in the next 30 years.
3. **Ōtaki joint planning pilot** – current issues exist in this pilot area that would benefit from collective planning such as an increasing demand for affordable housing and associated services and poor public transport access impacting opportunities for existing and future residents eg lack of public transport for rangitahi to get to employment either further south in Kapiti or north to Levin or Palmerston North.
4. Regional emissions reduction plan – a regional action plan to reduce greenhouse gas emissions and transition to a net-zero carbon and regeneration economy. 40% of emissions in the Wellington region are from transport.
5. The Lower Hutt, Levin, Upper Hutt Structure plans and the Johnsonville masterplan all include exploring transport options including multi-modal options, station access and public transport service improvements alongside planning for greater intensification (in line with the NPS-UD).

POTENTIAL COMMITTEE ROLE AND FOCUS TO FACILITATE AND UNLOCK BARRIERS

- Exploring different funding levels, options, and timing availability – for instance alternative opportunities or tools for funding of transport – advocating at a regional level and for regional consistency.
- The uptake of new funding and financing and urban development tools – and associated delivery models to deliver programmes/projects across the region.
- Travel demand management and behaviour change – opportunities to align investment, delivery, and behaviour change activities to drive mode shift.
- Unlocking barriers to delivering multi-modal greenfield development – both ensuring public transport funding constraints are unlocked to ensure public transport can be delivered when people start rather than after sufficient demand/population is realised; and the lack of regulatory teeth to require public transport and active mode connections for new greenfield..
- Support for increased frequency and extent of public transports options outside of the main centres e.g. Kāpiti, Horowhenua and the Wairarapa.

Priority: Iwi/Māori housing, capacity and tāonga

PROJECTS UNDERWAY

- A number of **papakāinga** communities already exist or are underway within the region including Hurunuio-Rangi Marae Papakāinga outside Carterton, Te Aro Pā Trust papakāinga housing in Wellington City and Te Puna Wai Papakāinga Housing Project in Wainuiomata.
- A partnership between mana whenua and the Crown with regards to the management of state housing in Western Porirua by **Te Āhuru Mōwai** (Ngāti Toa Rangātira’s community housing provider).
- **Eastern Porirua Regeneration** - this central government, local government and iwi project will provide - about 2000 state houses made warmer, drier, and safer, about 2000 affordable and market homes and 150 additional states houses. It will also provide great neighbourhoods and resilient communities. The project helps to improve the wellbeing of Eastern Porirua residents including new employment opportunities for local people and businesses. See <https://poriruadevelopment.co.nz/>
- Increased **capacity funding** from councils in the region – as an example, GWRC and KCDC have recently provided a large increase in funding to iwi. This is structured to provide for more capacity for engagement and capacity to work with the council. Other councils are undertaking or considering a similar approach.
- A **cultural mapping exercise** as part of the draft Wellington Regional Growth Framework – see map 2 in the attached <https://wrgf.co.nz/wp-content/uploads/2021/03/Draft-Framework-Report.pdf>

OTHER WORK IN THE PLANNING STAGE

- District Plan provisions such as those in the Proposed Porirua District Plan which includes zones and precincts for Māori land, as well as enabling papakāinga across the City.
- Consideration of organisational emissions and options for reducing these emissions.
- Other housing/ papakāinga opportunities within the region.
- Development of funding opportunities such as the Deep South funding opportunities for climate change research – see <https://deepsouthchallenge.co.nz/karanga-research-funding-for-maori/>

WRGF INITIATIVES PRIORITISED UNDER THE 3-YEAR WORK PROGRAMME

1. **Māori/Iwi Housing** - Develop a partnership programme to co-design and deliver improved housing, urban development, and economic development outcomes for iwi/Maori housing – including papakāinga, social and affordable housing options.
2. **Iwi Spatial Plan and Cultural mapping** – to be developed as part of a Future Development Strategy as a requirement under the NPS-UD, to build on input received as part of the WRGF.
3. **Iwi capacity building** - to identify and implement long term solutions for increasing iwi capacity in spatial planning and related activities.
4. **50-100 Three Waters Strategy** - to support anticipated growth which includes both changes to how we use water across the region and required upgrades to infrastructure (including bulk infrastructure) that supports housing and business growth in the region, improves environmental outcomes and resilience of assets.
5. **Regional approach to planning for and managing climate change impacts** - a regional approach to planning for and managing climate change impacts. This will include protecting taonga.
6. **Lower Hutt Structure Plan** – joint partner planning to accommodate an estimated additional 5000 homes providing for approximately 11,000 people in the study area. Both the Port Nicholson Block Settlement Trust and Ngāti Toa own land and/or have First Right of Refusal (RFR) in this study area. Note other Spatial Plans will also apply.

POTENTIAL COMMITTEE ROLE AND FOCUS TO FACILITATE AND UNLOCK BARRIERS

- Lack of capacity in Iwi/Māori organisations to participate in housing partnerships – both people resource and capability and funding.
- Addressing the challenges of building homes on Māori land which are well documented by such entities as the Productivity Commission and include difficulties in using land as security for finance, zoning restrictions, getting agreement from shareholders in land blocks and poorly coordinated or communicated government responses.
- Lack of capacity in Iwi/Māori organisations to participate in planning activity such as the WRGF, Future Development Strategy development, the likely outcome of the Strategic Planning Act. Initiative 3 above is a focus on this issue. There may also be an advocacy role this Committee could undertake.

Attachment 1 to Report 21.273



Priority: Climate change and resilience

PROJECTS UNDERWAY

- Local government, central government and iwi organisations are or have undertaken work on understanding their own, city-wide, district-wide and regional **carbon footprints**. Regional Council regularly reports on **climate change projections** for the region, and to a catchment scale.
- Councils in the region have announced a **climate change emergency** and have emissions reductions targets in place while others have or are developing strategies and plans to reduce emissions and adapt to climate change impacts. A range of community activities are being undertaken, such as the installation of EV charging stations, community and sector education and awareness campaigns. Recent Long Term Plan deliberations have featured a strong focus on climate change.
- Work on **understanding climate change impacts** and their implications has been undertaken such as the *‘Wellington Lifelines Project – Protecting Wellington’s Economy through accelerated infrastructure investment PBC’* and *‘Preparing Coastal Communities for Climate Change – Assessing coastal vulnerability to climate change, sea level rise and natural hazards’*, in addition to other pieces of research. Under its Takutai Kapiti project, the Kapiti Coast District Council has established a coastal community assessment panel to consider coastal climate impacts.
- Separate assessments of assets at risk due to climate change impact in the region have been undertaken. This includes three waters assets and the transport system.
- Councils are actively advocating to Central Government on climate change issues to seek strong integration between national direction and local implementation.

OTHER WORK IN THE PLANNING STAGE

- Some iwi in the region are beginning work on understanding their cultural and other assets at risk.
- Development of procurement and reporting processes which require robust consideration of climate change mitigation and adaptation.
- Expanded community and sector engagement on mitigation and adaptation and the introduction of community funds to encourage innovation.
- Accelerating the transition to electrify Council vehicle fleets and implementing energy and water audits for Council facilities.
- City and District Councils are seeking to better integrate climate change into district plan reviews.
- Regional Council is seeking to better integrate climate change into the Regional Policy Statement.

WRGF INITIATIVES PRIORITISED UNDER THE 3-YEAR WORK PROGRAMME

- Regional emissions reduction plan - a regional action plan to reduce greenhouse gas emissions and transition to a net-zero carbon and regenerative economy¹.
- Regional approach to planning for and managing climate change impacts - a regional approach to planning for and managing climate change impacts. This will include a regional risk and opportunities assessment framework to apply to growth activities, considering inter-related risks to natural ecosystems, physical assets and infrastructure, the economy and society (including human health, safety and well-being, and cultural life and identity) and identify areas of retreat, protection and where to limit growth.
- West-East access, housing, and resilience investigation – this project explores opportunities that an improved/new west-east multi modal connection would provide for transport (people and freight), resilience, movement within the region, housing and urban development uplift potential, and business areas. It provides the opportunity to future proof the region with alternatives for transport, urban development, and resilience.
- Structure plans and master plans – these all include looking at the emissions reduction opportunities within the planning opportunities and in particular ensuring that emissions do not get “locked in”, as well as avoiding development in climate vulnerable locations.

POTENTIAL COMMITTEE ROLE AND FOCUS TO FACILITATE AND UNLOCK BARRIERS

- Opportunity to integrate and align national legislation and local policy development of the NPS-UD, NPS-FW, CDEM Act, ZCA and resource management in practice, as it applies to climate change.
- Strengthen community and political confidence in the evidence base for climate action.
- Opportunity to use a strong climate change lens across all the projects in the WRGF, to deliver on the two climate-related objectives, amongst the others.
- Progress climate actions with greater urgency than national legislation can deliver.
- Identify innovative funding and financing approaches to ensuring the cost of carbon is properly considered in investment decisions through the RGF projects.

Attachment 2: Information for each initiative

This attachment provides a short description for each initiative in the three-year work programme, indicative timing, the project lead and our estimate on costs.

Project	Description	Timing	Project Lead	WRGF budgeted amounts ¹
Regional emissions reduction plan	A regional action plan to reduce greenhouse gas emissions and transition to a net-zero carbon and regeneration economy ² . This plan builds on work already undertaken by councils and others on their own carbon footprints and focuses on regional emissions (i.e. wider than what councils individually can achieve).	2021 – stage 1 2022 – stages 2 and 3	GWRC	Stage 1 - \$50,000 (M-H) Stages 2 and 3 – none at present
Regional approach to planning for and managing climate change impacts.	Develop a regional approach to planning for and managing climate change impacts. This will include a regional risk and opportunities assessment framework to apply to growth activities, assets (physical and human), infrastructure and identify areas of retreat, protection and where to limit growth. To include transport planning, three waters, energy, telecommunications, social assets (for example: schools, hospitals, prisons, and civic amenities) and certain natural assets (for example: flood banks and wetlands) and protecting taonga.	2021 - Stage 1 2022 Stage 2	TBC	Stage 1 – council funded from LTP budgets. Stage 2 - \$300,000
Kāpiti -Horowhenua	Jointly create a vision for this area and then assess the longer-term public transport and infrastructure (social, transport and three waters) and service requirements (health and education in particular) to support walkable communities and the increase in population in the Kāpiti/ Horowhenua area including from proposed greenfield developments and brownfield developments.	2021 – Stage 1 2022 – stage 2	KCDC and HDC	Stage 1 funded by KCDC \$100,000 is budgeted for the joint work - \$50,000 in year 2 and \$50,000 in year 3 with an assumption of joint local government and central government funding.
Ōtaki joint planning	This is an existing urban area where housing and infrastructure already exist and there is growth potential but where a number of current issues have been raised that would benefit from collective development – these include housing, social and transport access issues.	2021	TBC	None – this is a relatively new initiative. Budget would need to be allocated.
Lower Hutt Structure Plan	Develop a structure plan for transformational level urban development which embraces integrated outcomes, walkable neighbourhoods, and housing along with business land requirements in the “Lower Hutt triangle” – this is from Woburn to Taita railway stations (to be confirmed) back to the RiverLink development and across to Woburn station.	2021 and 2022	HCC	\$400,000 over two years Assumes both local government and central government funding
Levin Structure Plan	Develop a structure plan for transformational level community and housing development in Levin to provide for a step change in the number of houses, maximise the benefits from planned and current changes occurring in road and rail services and protect areas that are taonga such as highly productive land.	2021 and 2022	HDC	\$400,000 over 2 years. Assumes both local government and central government funding.
Johnsonville Master Plan	Develop a plan for transformational urban development to deliver integrated outcomes such as land use intensification, coordinated infrastructure provision, improved public realm, multi-modal access, and a mix of residential, commercial and community activities.	2021 and 2022	WCC	WCC has an internal budget of \$250k for the master planning and action plan stage.
West-East investigations	Investigate the potential for significantly improving regional west-east access, connectivity and resilience and unlocking areas for urban development and social and economic activities.	Oct 2021 - Stage 1 2022 - Stage 2 2022/2023 - Stage 3	Waka Kotahi and MHUD/Kai nga Ora (TBC)	Waka Kotahi has submitted an activity to the RLTP/NLTP for \$1m. Proposed to be followed by a subsequent business case phase for \$2m. WRGF initial budgets provided for \$300,000 per annum for two years.
Regional housing plan	To develop a short term (i.e. next 5 years) region wide housing action plan that includes current localised activity and identifies regional level actions for implementation within the short term. The action plan to include an agreed approach for taking a regional development approach to using the range of Urban Development tools to drive transformational urban development – how to structure ourselves better.	2021	WRLC secretariat /MHUD	None has been allocated – using existing resources.

¹ A number of these will need to be firmed up

² This concept was discussed as different from a circular economy with the view that a regenerative economy would “build back/put back better” rather than replace.

Project	Description	Timing	Project Lead	WRGF budgeted amounts ¹
50–100-year three waters strategy (2 parts)	Develop a 50- to 100-year regional three waters strategy to support anticipated growth which includes both changes to how we use water across the region and required upgrades to infrastructure (including bulk infrastructure) that supports housing and business growth in the region, improves environmental outcomes and resilience of assets.	2022 - Stage 1 2023 – Stage 2	Wellington Water	Stage 1 -\$50,000 Stage 2 - \$850,000
Upper Hutt Structure Plan	Develop a structure plan for co-ordinated transformational housing change and development along with business land requirements for the Upper Hutt rail orientated development – from the Upper Hutt town centre to Heretaunga/Silverstream station ³ to create a number of 20-minute villages i.e. all outcomes are available within a 20-minute walk.	2022 and 2023	UHCC	\$400,000 over two years. Proposed to be primarily local government funded with a central government contribution.
Food Production Strategy	Develop a regional strategy for food production to ensure food security and efficient supply chains, and to include an emphasis on employment opportunities. <i>[Note a project scoping workshop is still to be undertaken for this project so this may change]</i>	2023/2024	TBC	\$100,000 is budgeted in year 3.
Maori-iwi housing	Develop a partnership programme to co-design and deliver improved housing, urban development, and economic development outcomes for iwi/Maori housing – including papakāinga, social and affordable housing options. <i>[Note a project scoping workshop is still to be undertaken for this project so this may change]</i>	2021	TBC	TBC \$300,000 has been budgeted over years 1 and 2 for both this project and an iwi spatial plan as part of the NPSUD work
Iwi capacity building	This project has not been scoped yet but is to identify and implement long term solutions for increasing iwi capacity in spatial planning and related activities. This is a key issue for the WRGF and also new central government requirements such as in the NPSUD. <i>[Note a project scoping workshop is still to be undertaken for this project so this may change]</i>	2021, 2022 and 2023	TBC	\$160,000 per annum has been budgeted. This assumes a 50% contribution from local government and 50% from central government
Regional Policy Statement	Develop proposed changes to the Regional Policy Statement for the Wellington Region (RPS) to provide the regulatory framework for implementing the Wellington Regional Growth Framework (WRGF) and giving effect to relevant national policy direction (primarily the NPSUD and NPSFM)	2021 Public notification of RPS Change 1 to give effect to the NPS UD requirements for intensification	GWRC	Budget covered by GWRC as part of their funding of their regulatory requirements.
NPS-UD	Develop in an integrated manner, proposed changes as required to meet the requirements of the National Policy Statement on Urban Development. This is particularly focused on aspects that need to be undertaken collectively but could include aspects where individual councils have regulatory responsibility.	Underway - NPSUD/FM implementation Stage 1 - HBA and planning requirements. 2021 NPSUD FDS development	Various	\$1million was identified in initial WRGF budgets to provide for HBAs and an FDS Councils have met the costs of the HBA, but budget will still need to be provided to complete an FDS.

³ Geographical area to be confirmed –this could extend to Silverstream.