

MASTERTON DISTRICT COUNCIL

COUNCIL AGENDA

MEETING

WEDNESDAY 14 SEPTEMBER 2022
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 14 September 2022 at Waiata House, 27 Lincoln Road, Masterton.

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

9 September 2022



Values

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

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

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

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AGENDA

1. Karakia
2. Conflicts of Interest (Members to declare conflicts, if any)
3. Apologies
4. Public Forum
5. **Late items for inclusion under Section 46A(7) of the Local Government Official Information and Meetings Act 1987**
6. **Items to be considered under Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987:**
 - Minutes of the Council Meeting held with the public excluded on 3 August 2022
 - Report of the Audit and Risk Committee meeting held with the public excluded 17 August 2022
 - CE Annual Review
 - CE KPIs
7. **Reconfirmation of Minutes of the Council Meeting held on 15 June 2022 (075/22)**
Pages 101-102
8. **Confirmation of Minutes of the Council Meeting held on 3 August 2022 (094/22)**
Pages 101-105
9. **Confirmation of Minutes of the Council Meeting held on 24 August 2022 (113/22)**
Pages 101-102
10. **Report of the Audit and Risk Committee held on 17 August 2022 (108/22)**
Pages 401-407
11. **Report of the Infrastructure and Services Committee held on 24 August 2022 (114/22)**
Pages 301-303
12. **Report of the Awards and Grants Committee meeting held on 7 and 8 September 2022 (116/22)**
Pages 201-211

FOR DECISION

13. **WAIRARAPA CONSOLIDATED BYLAW 2019, PART 10: TRAFFIC BYLAW SCHEDULES (120/22)**
Pages 110-143
14. **MEMBERSHIP TO THE WORLD HEALTH ORGANISATION'S GLOBAL NETWORK FOR AGE-FRIENDLY CITIES AND COMMUNITIES (126/22)**
Pages 144-148
15. **RISK MANAGEMENT POLICY (121/22)**
Pages 149-171
16. **ADOPTION OF THE MASTERTON DISTRICT CLIMATE ACTION PLAN (122/22)**
Pages 172-218
17. **DELEGATIONS DURING INTERIM ELECTION PERIOD (123/22)**
Pages 219-224

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18. **APPOINTMENT OF DISTRICT LICENSING COMMITTEE COMMISSIONER (124/22)**
Pages 225-232
19. **WAIRARAPA COMBINED DISTRICT PLAN – CONTINUATION OF JOINT COMMITTEE AND DRAFT PLAN (125/22)**
Pages 233-244
20. **DESTINATION WAIRARAPA MEMORANDUM OF UNDERSTANDING 2022—2025 (127/22)**
Pages 245-253
21. **ROADSIDE SLIPS ON MASTERTON CASTLEPOINT ROAD AND BLAIRLOGIE LANGDALE ROAD (128/22)**
Pages 254-262
22. **APPROVAL OF THE WAIRARAPA ECONOMIC DEVELOPMENT STRATEGY 2022-25 (129/22)**
Pages 263-301
23. **THREE WATERS BETTER OFF FUNDING PROPOSAL (130/22)**
Pages 302-339
24. **UPDATE TO DELEGATIONS REGISTER (131/22)**
To be circulated separately

FOR INFORMATION

25. **ELECTRICITY SUPPLY CONTRACTS (132/22)**
To be circulated separately
26. **CHIEF EXECUTIVE’S REPORT (133/22)**
Pages 396-414
27. **MAYOR’S REPORT (134/22)**
Pages 415-417

MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED COUNCIL MEETING – WEDNESDAY 14 SEPTEMBER 2022

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

28. Minutes of the Council meeting held with the public excluded on 3 August 2022
29. Report of the Audit and Risk Committee meeting held with the public excluded on 17 August 2022

General Business

30. CE Annual Review
31. CE KPIs

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:-

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General subject of each matter to be considered

Reason for passing this resolution in relation to each matter

Ground(s) under section 48(1) for the passing of this resolution

Confirmation of Minutes of the Council meeting held with the public excluded on 3 August 2022

Refer to pages 104-105

Refer to pages 104-105

Confirmation of Report of the Audit and Risk Committee held With the public excluded on 17 August 2022

Refer to pages 405-407

Refer to pages 405-407

CE Annual Review	7(2)(a) To protect the privacy of natural persons, including that of deceased natural persons).	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
CE KPIs	7(2)(a) To protect the privacy of natural persons, including that of deceased natural persons).	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

MINUTES OF THE EXTRAORDINARY MEETING OF THE MASTERTON DISTRICT COUNCIL HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON ON WEDNESDAY 15 JUNE 2022 AT 1.30PM

PRESENT

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

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Community Facilities and Activities, Manager Strategy and Governance, Manager Regulatory Services, Manager Assets and Operations, Manager Communications and Engagement, Policy Manager, Senior Policy Advisor and Governance Advisor.

KARAKIA

Her Worship led the karakia.

CONFLICTS OF INTEREST

No conflicts were declared.

APOLOGIES

Moved Councillor Holmes

That the apologies received from Councillor B Johnson be received.

Seconded Councillor Gare and CARRIED

CONFIRMATION OF MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 25 MAY 2022 (068/22)

Moved by Councillor T Nixon

That the minutes of the extraordinary meeting of the Masterton District Council held on 25 May 2022 be confirmed.

Seconded by Councillor F Mailman and CARRIED

ADOPTION OF THE LONG-TERM PLAN 2021-31 AMENDMENT TO PROGRESS MORE HOUSING ON THE VACANT LAND AT PANAMA VILLAGE (075/22)

The report seeking Council adoption of the amendments to the Long-Term Plan (LTP) 2021-31 (included as Attachment 1 to the report) to reflect the Council's decisions in relation to utilising the currently vacant land at Panama Village for the provision of public housing was presented by the Senior Policy Manager.

The draft audit report was tabled. It was noted that the report was draft until the LTP amendment was adopted when the final audit report would be provided.

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The Auditor advised that they were comfortable that the material changes flowed through to the LTP amendment.

Moved by Mayor L Patterson

That Council:

- i. notes that the Long-Term Plan 2021-31 amendment reflects the decisions made by Council at the deliberations meeting held on 25 May 2022;**
- ii. adopts the amendments to the Long-Term Plan 2021-31 included as Attachment 1, including the updated financial information;**
- iii. delegates authority to the Chief Executive to approve minor proofing corrections prior to publication of the amended Long-Term Plan 2021-31; and**
- iv. notes that the final amended Long-Term Plan 2021-31 will be published within one month of its adoption**

Seconded by Councillor F Mailman and CARRIED

The meeting closed at 1.38 pm

Re-Confirmed at the Meeting of the
Council held 14 September 2022

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**MINUTES OF THE MEETING OF THE MASTERTON DISTRICT COUNCIL HELD IN
WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON ON WEDNESDAY 3 AUGUST 2022
AT 3.00PM**

PRESENT

Mayor L Patterson, Deputy Mayor G McClymont, Councillors G Caffell, B Gare, D Holmes, B Johnson, F Mailman, T Nelson, T Nixon (by zoom), C Peterson and S Ryan and iwi representative Ra Smith.

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Community Facilities and Activities, Manager Communications and Engagement, Manager Strategy and Governance, Manager Regulatory Services, Environmental Services Manager, Planning and Consents Manager, 4Sight Consultant Planner, Policy Manager and Governance Advisor.

KARAKIA

Her Worship led the Karakia

CONFLICTS OF INTEREST

No conflicts were declared.

APOLOGIES

Moved Mayor L Patterson

That the apology for non-attendance from Tiraumaera Te Tau be received.

Seconded by Councillor G McClymont and CARRIED

PUBLIC FORUM

There was no public forum

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

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 29 June 2022
- Civic Facility Working Group Appointments

Moved by Councillor Holmes

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

Seconded by Councillor Peterson and CARRIED

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CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD ON 29 JUNE 2022 (086/22)

Moved by Mayor L Patterson

That the minutes of the meeting of the Masterton District Council held on 29 June 2022 be confirmed.

Seconded by Councillor F Mailman and CARRIED

CONFIRMATION OF MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 19 JULY 2022 (088/22)

Moved by Mayor L Patterson

That the minutes of the extraordinary meeting of the Masterton District Council held on 19 July 2022 be confirmed.

Seconded by Councillor B Gare and CARRIED

PROHIBITION OF CONSUMPTION OR POSSESSION OF ALCOHOL - CASTLEPOINT AND RIVERSDALE BEACHES – LABOUR WEEKEND 2022 AND NEW YEAR CELEBRATIONS 2022/2023 (089/22)

The report recommending that Council to give public notice of a prohibition on the consumption or possession of alcohol in the public roads and places within the Riversdale and Castlepoint resort areas for Labour weekend 2022 and New Year 2022/2023 celebrations and a prohibition on vehicles at New Year 2022/2023 was taken as read.

In response to a question about whether Council could impose the restrictions for longer than one year staff advised that Council did need to demonstrate that the restrictions were still necessary, but that the question of longer restrictions would be explored as part of the next bylaw review.

The Wairarapa Community Services Manager, Sergeant Steve Cameron, was in attendance and in response to a question, advised that Police still needed the restrictions.

Moved Councillor Gare

That Council:

- i. **Adopts, in accordance with the Masterton District Council Alcohol Control Bylaw 2018 and Section 147 of the Local Government Act 2002, a prohibition on the consumption or possession of alcohol in public places at Castlepoint and Riversdale during Labour Weekend 2022 on Friday, Saturday and Sunday nights from 7 pm to 7 am the next day.**
- ii. **Adopts, in accordance with the Masterton District Council Alcohol Control Bylaw 2018 and Section 147 of the Local Government Act 2002, a prohibition on the consumption or possession of alcohol at Castlepoint and Riversdale from 6 pm Friday 30 December 2022 to 6 am Sunday 1 January 2023.**

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- iii. **Adopts a prohibition on vehicles at Castlepoint and Riversdale Beach townships on New Year's Eve 2022 from 4 pm Saturday 31 December 2022 to 6 am Sunday 1 January 2023.**

Seconded by Councillor Johnson and CARRIED

WAIRARAPA COMBINED DISTRICT PLAN – PRIVATE PLAN CHANGE REQUEST

(090/22)

The report seeking a decision from Council under clause 25 of Schedule 1 to the RMA a private plan change request from Welhom Developments Limited to rezone 14.7836ha of land located at State Highway 2, Masterton from Rural (Primary Production) Zone to Residential Zone in the Wairarapa Combined District Plan was presented by the Planning Manager.

In response to a question about whether if the plan change was approved, the whole proposed development would be successful, staff advised that each part of the development would be assessed on a case by case basis. The decision before Council was a procedural step and if Council accepted the request for a private plan change that did not mean Council was making a judgement on the merits of the plan change requested.

Moved Mayor L Patterson

That Council

- i. **Accepts, in accordance with clause 25(2)(b) of Schedule 1 to the RMA, the private plan change request from Welhom as submitted to Council on 29 April 2022 and amended by further information received on 17 June 2022 for the following reasons:**
 - a) **that the request does not meet the limited grounds for rejection under clause 25(4); and**
 - b) **it is more appropriate to accept the request than adopt it or treat it as a resource consent application.**
- ii **Agrees that this request be publicly notified for submissions as a private plan change.**

Seconded Councillor F Mailman and CARRIED

DOG CONTROL POLICY AND PRACTICES REPORT 2021/2022 (092/22)

The report providing the Dog Control Policy and Practices report for the 2021/2022 registration year to Council for adoption was presented by the Environmental Services Manager.

Moved Mayor L Patterson

That Council receives and adopts the Dog Control Policy and Practices Report for the 2021/2022 registration year.

Seconded Councillor G Caffell and CARRIED

CHIEF EXECUTIVE'S REPORT (091/22)

The report providing Council with an update (as at 27 July 2022) on Council operations was presented by the Chief Executive.

A request was made to include more information in the complaints and compliments section and in relation to the LGOIMA Requests received.

Moved Mayor L Patterson

That Council notes the information contained in the Chief Executive's report 091/22.

Seconded Councillor D Holmes and CARRIED

MAYOR'S REPORT

The Mayor provided a verbal update on her activities since the previous report to Council.

- Wellington Regional Economic Development Plan was approved by the Wellington Regional Leadership Committee which the Mayor sits on. Staff had input into that Plan and the Plan was also linked with the Wairarapa Economic Development Strategy.
- The Wellington Regional Leadership Committee had produced its annual report.
- Attended the Wellington Regional Workforce Plan presentation at UCOL. The Regional Skills Leadership Group was established by central government, and they are aware of our local workforce plan so there is no duplication.
- Councillors Gare and Nixon reported back on their attendance at the Local Government New Zealand Annual Conference held in Palmerston North.
- The Mayor reported back on the LGNZ AGM which had been held the week following the Conference by zoom. All remits Council had discussed were passed without controversy.

MATTERS TO BE CONSIDERED WITH THE PUBLIC COUNCIL MEETING - WEDNESDAY 3 AUGUST 2022 at 4.03pm

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

21. Minutes of the Council Meeting held with the public excluded on 29 June 2022

General Business

23. Civic Facility Working Group Appointments

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

Reason for passing

Ground(s) under

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each matter to be considered	this resolution in relation to each matter	section 48(1) for the passing of this resolution
Confirmation of minutes of the Council meeting held with the public excluded on 29 June 2022	Refer to pages 115	Refer to pages 115
Civic Facility Working Group Appointments	Section 7(2)(a) To protect the privacy of natural persons, including that of deceased natural persons	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.

Seconded by Councillor G McClymont and CARRIED

The meeting moved into public excluded at 4.03pm

The meeting moved out of public excluded at 4.09pm

The meeting closed at 4.09pm

unconfirmed

**MINUTES OF THE MEETING OF THE MASTERTON DISTRICT COUNCIL HELD AT
WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON,
ON WEDNESDAY 24 AUGUST 2022 AT 10.00AM**

PRESENT

Mayor Lyn Patterson (Chair), Councillors G Caffell, B Gare, B Johnson, T Nelson, T Nixon, C Peterson and S Ryan (by zoom)

IN ATTENDANCE

Chief Executive, Manager Community Facilities and Activities, Manager Strategy and Governance, Manager Communications and Engagement, Manager Assets and Operations, Manager Regulatory Services, Policy Manager, Senior Policy Advisor Climate Change and Environment and Governance Advisor.

KARAKIA

Her Worship led the Karakia.

CONFLICTS OF INTEREST

None were declared

(Councillor Caffell left the meeting at 10.01am)

APOLOGIES

Moved Councillor Gare

That the apologies received from Councillor F Mailman, Councillor G McClymont, and iwi representatives Ra Smith and Tiraumaera Te Tau for non-attendance be received.

Seconded Councillor Nelson and CARRIED

(Councillor Caffell returned to the meeting at 10.02am)

**CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD TO HEAR
SUBMISSIONS ON THE PROPOSED MASTERTON CLIMATE ACTION PLAN ON 10
AUGUST 2022 (096/22)**

Moved Councillor Gare

That the minutes of the meeting of the Masterton District Council held on 10 August 2022 be confirmed.

Seconded Councillor Nelson and CARRIED

MASTERTON DISTRICT CLIMATE ACTION PLAN DELIBERATIONS (112/22)

The report presenting Council with a summary of submitters' feedback, providing additional supporting information and recommendations to be included in the final Action Plan was presented by the Senior Policy Advisor – Climate Change and Environment.

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The Mayor acknowledged the work staff had undertaken in bringing together a complex report in a short space of time.

(Councillor Ryan joined the meeting at 10.11am by zoom)

Members supported the recommendations in the report with no changes proposed. Matters discussed included: that there had been 96% support for Council to take action on climate change but that only 4% of feedback had come from those aged under 24 which needed to be addressed; the cost to ratepayers needed to be clearly identified; Council needed to focus on what it could influence and achieve; there was a need to celebrate what was already being done in the district and in the farming sector; education and leading by example were important; what was meant by organic waste needed to be clarified; food and water resilience was important; and, Council needed to work alongside the community and involve those stakeholders who were already doing work in the climate change area.

Moved Mayor L Patterson

That Council:

- a. **Receives the Masterton District Climate Action Plan Deliberations Report (112/22)**
- b. **Notes that a climate change community focus group was established in July 2021 to provide advice and assistance to Council to develop a Masterton District Climate Action Plan;**
- c. **Notes that 87 submissions were received as part of the community consultation process on a proposed Masterton District Climate Action list and consultation document, with a formal Hearing held on 10 August 2022;**
- d. **Agrees to progress the proposed recommendations in this report (Report 112/22) for inclusion in the proposed Masterton District Climate Action Plan; and**
- e. **Notes that the final Masterton District Climate Action Plan will be presented to Council for approval at its meeting on 14 September 2022.**

Seconded by Councillor C Peterson and CARRIED

The meeting closed at 11.32 am

Confirmed at the Meeting of the
Council held 14 September 2022

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108/22

**REPORT OF THE AUDIT & RISK COMMITTEE MEETING HELD AT WAIATA HOUSE, 27
LINCOLN ROAD, MASTERTON, ON WEDNESDAY 17 AUGUST 2022 AT 2.00 PM**

PRESENT

Philip Jones (Chair), Mayor L Patterson, Councillors B Gare, T Nixon, T Nelson, and C Peterson

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Strategy and Governance, Manager Regulatory Services, Manager Assets and Operations, Manager Community Facilities and Activities, Communications and Engagement Manager, People and Culture Manager, Senior Policy Advisor, Corporate Planner, Health, Safety, and Wellbeing Advisor, Governance Advisor.

CONFLICT OF INTEREST

No conflicts were declared.

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

There were no late items.

APOLOGIES

Moved Mayor L Patterson

That the apologies for non-attendance received from Councillor G McClymont and Tiraumaera Te Tau be received

Seconded Councillor T Nelson and CARRIED

MINUTES OF PREVIOUS MEETING TO BE RECEIVED (063/22)

Moved by Councillor T Nixon

That the minutes of the previous meeting of the Audit and Risk Committee held 18 May 2022 be received.

Seconded by Councillor B Gare and CARRIED

NON-FINANCIAL PERFORMANCE 2021/22 YEAR END REPORT (099/22)

The report advising the Audit and Risk Committee of performance against non-financial measures year to date and recommending that Council adopts revised Year 2 targets for two water measures was presented by the Corporate Planner. It was advised that the figures in the report were for the period from 1 July 2021 to 30 June 2022 and would flow through to the Annual Report.

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Moved by Councillor Nixon

That the Audit and Risk Committee

- 1. Receives the Quarter 4 non-financial performance report for the 2021/22 financial year.**
- 2. Recommends Council confirm the Year 2 targets for the two water measures that are reported annually as follows:**
 - **Percentage of Real Water Loss – target for Year 2: no more than 32.5%.**
 - **Average Consumption - target for Year 2: no more than 578/litres/person/day.**

Seconded by Councillor Peterson and CARRIED

SERVICE PROVISION REPORT ARATOI AND NUKU ORA (097/22)

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

The Nuku Ora Acting CE was in attendance by zoom and presented their report, noting that they had had significant staffing changes with a new person in the Wairarapa Partnership role.

Moved by Mayor L Patterson

That Council receives Service Provision Report 097/22, which covers:

- (a) **the summary results of the key result indicators for the quarter 1 April – 30 June 2022 from Aratoi Regional Trust**
- (b) **the summary results of the key initiatives for the six months 1 January – 30 June 2022 from Nuku Ora.**

Seconded by Councillor Gare and CARRIED

SERVICE PROVISION REPORT: DESTINATION WAIRARAPA (098/22)

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

Staff advised they would report back on the following questions: how many hits were there on the online Wairarapa events calendar; why Tomahawk were engaged, rather than a local company; and, did Tararua District Council contribute any funding to Destination Wairarapa.

[Note to minutes: In relation to the questions raised, DW advised that: the online events calendar was not consumer facing so hits weren't measured, the calendar was to help event organisers plan events around what else was planned in the days and weeks around their event; re Tomahawk, DW were assigned Tomahawk through a Qualmark Digital Capability

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funding programme which was part of the wider Tourism National Covid Recovery Programme and that their expertise and experience wasn't available in the Wairarapa; Tararua District Council didn't contribute funding to DW but businesses like Tui Brewery and Pūkaha were members and contribute through their membership fees.]

Moved by Councillor Gare

That the Audit and Risk Committee receives the fourth quarter report (1 April 2022 – 30 June 2022) from Destination Wairarapa.

Seconded by Councillor Nelson and CARRIED

HEALTH AND SAFETY QUARTERLY REPORT (100/22)

The report providing an update to assist elected members carry out their role as officers under the Health and Safety at Work Act 2015 was presented by the Manager People and Culture and the Health, Safety, and Wellbeing Advisor.

Moved by Councillor Gare

The Audit and Risk Committee notes the content and receives the Health and Safety Report for the quarter (1 May 2022 to 31 July 2022).

Seconded by Councillor Nixon and CARRIED

TREASURY MANAGEMENT REPORT (101/22)

The report providing Council with information on the 30 June 2022 position with respect to the Council's investments and debt was presented by the Manager Finance.

With the agreement of the meeting the two exceptions to the Treasury Management Policy outlined in the Report were added to the recommendation to ensure the new Council were aware of them.

Moved by Mayor L Patterson

That the Audit & Risk Committee

- (i) receives the Treasury Management Report as at 30 June 2022.**
- (ii) Notes the non-compliance with the Treasury Management Policy in the 2027 interest rate position of 16% at a fixed rate, rather than the Policy minimum of 20%, but endorse Council going outside the Policy as there is potential for three waters debt to be removed from Council's balance sheet beyond 2024 and this will change the profile of the debt and the forward cover needs of the remaining debt.**
- (ii) Notes the minor breach of policy for the WBS investment of 0.4% over the Treasury Management Policy limit of 15%.**

Seconded by Philip Jones and CARRIED

RATES RECEIVABLE REPORT (102/22)

The report providing the Audit and Risk Committee with information on the 30 June 2022 position with respect to rates collection and arrears was presented by the Manager Finance.

In response to a question about how many people applied for rates rebates in Masterton compared to other councils across the country, staff advised that they would look into it and report back.

Moved by Councillor Nelson

That the Committee receives the Rates Receivable Report 102/22 to 30 June 2022.

Seconded by Mayor L Patterson and CARRIED

INTERIM FINANCIAL REPORT 2021/2022 (103/22)

The report providing the Committee with an interim financial report for the twelve months to 30 June 2022 was presented by the Manager Finance, noting that the surplus was mostly due to higher development contributions and more roading subsidy than planned.

The flood damage fund was discussed and, in particular whether the Committee should recommend to Council that the difference between the surplus of rates income and the \$285,000 budgeted as surplus carried forward, be transferred to the Flood Damage Fund to address the current deficit.

With the agreement of the meeting the recommendation was amended to provide that as much as possible of the rates surplus be transferred to the flood damage fund due to the current and projected calls on that fund. There is pressure on that fund as a result of adverse weather events. It was noted that the incoming Council could revoke that decision if they wanted.

Moved by Mayor L Patterson

That Audit & Risk Committee

- i. receives the 12 months to date financial report and commentary, including the Operating and Rates Requirement Statements contained in Report 103/22.**
- ii. recommends to Council that the surplus of rates income, indicatively \$445,000, be transferred to Council's flood damage fund.**

Seconded by Councillor T Nelson and CARRIED

INTERIM CAPITAL EXPENDITURE REPORT 2021/2022 (104/22)

The report providing the Audit and Risk Committee with the interim report on capital expenditure projects for the financial year ended 30 June 2022 was presented by the Manager Finance who noted that the financials show where Council has had some major projects deferred or held up.

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Moved by Councillor T Nixon

That the Audit and Risk Committee receives the draft capital expenditure report and commentary for the 12 months to 30 June 2022.

Seconded by Councillor B Gare and CARRIED

INSURANCE UPDATE (152/21)

The report providing the Audit and Risk Committee with confirmation that all insurance cover has been renewed from 1 July 2022 and providing information about the cost increases of that insurance was presented by the Manager Finance.

Moved Mayor L Patterson

That the Audit and Risk Committee receives the report and notes the information regarding the Council's Insurances.

Seconded by Philip Jones and CARRIED

MATTERS TO BE TAKEN WITH THE PUBLIC EXCLUDED

Moved by Councillor Nixon

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

Minutes of the previous meeting

15. Receive the Minutes of the previous meeting held with the public excluded 18 May 2022.

General Business

16. Risk Management Policy and Risk Register Update
17. SLT Risk Discussion.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Minutes of Previous Meeting held 18 May 2022	See pages 406-407	s48(1)(a)(i) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

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Risk Management Policy and
Risk Register Update

7(2)(c)(i)

The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.

7(2)(c)(ii)

The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to damage the public interest

s48(1)(a)

That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist. Where the local authority is named or specified in the First Schedule to this Act, under section 6 or section 7 except section 7(2)(f)(i) of this Act.

SLT Risk Discussion

7(2)(c)(i)

The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.

7(2)(c)(ii)

The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under

s48(1)(a)

That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

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the authority of any enactment, where the making available of the information would be likely to damage the public interest.

Seconded by Councillor B Gare and CARRIED

The public was excluded at 3.55 pm

The meeting returned to open session at 4.40 pm

The meeting concluded at 4.40 pm

**REPORT OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD
AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON ON WEDNESDAY 24 AUGUST
2022 AT 2.00PM**

PRESENT

Councillor Johnson (Chair), Mayor Lyn Patterson, Councillors G Caffell, B Gare, G McClymont (from 2.04pm), T Nelson T Nixon, C Peterson, and iwi representative Ra Smith (from 2.06pm).

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Community Facilities and Activities, Communications and Engagement Manager, Manager Regulatory Services, Policy Manager, Roading Engineer, Project Manager, Senior Advisor Wastewater Strategy and Compliance and Governance Advisor

CONFLICTS OF INTEREST

Councillor Nixon declared an interest in relation to the Hood Aerodrome update.

APOLOGIES

Moved Councillor Johnson

That the apologies from Councillor Mailman, Councillor Holmes and Councillor Ryan and iwi representative Tiraumaera Te Tau for non-attendance be received.

Seconded by Councillor Gare and CARRIED

PUBLIC FORUM

There was no public forum

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

There were no late items

ELECTRIC VEHICLE CHARGING SITE: 70 DIXON STREET CARPARK (109/22)

The report seeking endorsement and recommendation from the Committee that Council designates six car parks in the 70 Dixon St carpark as electric vehicle charging areas was presented by the Senior Advisor Wastewater Strategy and Compliance.

Moved by Councillor Johnson

That the Infrastructure and Services Committee endorses and recommends that Council:

- a) **Notes that Meridian Energy has proposed to situate six (6) vehicle charging stations in the car park at 70 Dixon Street, Masterton, (situated in Part Lot 2 DP**

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- 9885 as identified in Attachment 1 of Report 109/22);
- b) **Agrees to designate six (6) car parks in the parking area at 70 Dixon Street, Masterton, (situated in Part Lot 2 DP 9885 as identified in Attachment 1 of Report 109/22) as electric vehicle charging areas;**
 - c) **Agrees that, in accordance with Council's delegations for the disposal of interests in land, the Chief Executive negotiates and finalises a licence to occupy with Meridian Energy to provide for the electric vehicle charging stations; and**
 - d) **Notes that following negotiations, officers will report to Council to amend the Wairarapa Consolidated Bylaw 2019 Part 10: Traffic Bylaw Schedules by adding the designated electric vehicle charging areas to Schedule 2P: Electric Vehicle Charging Areas.**

Seconded by Councillor Gare and CARRIED

REGULATORY SERVICES INFRASTRUCTURE AND SERVICES UPDATE (107/22)

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

(Councillor McClymont joined the meeting at 2.04pm and Ra Smith at 2.06)

The Animal Shelter was discussed, and it was advised that revised costings would be available in the next couple of weeks. The requirements of the Shelter were discussed and whether there was the possibility of removing any 'nice to haves' that were above the legislative requirements, to reduce costs. Staff advised that the Ministry for Primary Industries would be assisting staff to ensure compliance with the rules. It was noted that the requirements of the Shelter needed to keep staff safe as well as provide for animal welfare.

Moved by Councillor Johnson

That the Infrastructure and Services Committee notes the contents of Report 107/22.

Seconded by Councillor Caffell and CARRIED

COMMUNITY FACILITIES & ACTIVITIES INFRASTRUCTURE AND SERVICES UPDATE (110/22)

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

Matters discussed included: the Douglas Villa project (staff advised they were meeting with the club to progress the work needed); and, the work done by Councillor Mailman and the community group that had formed to address the issues at the Skatepark, which had resulted in a positive change in the atmosphere at the Park, was acknowledged.

Moved by Councillor B Johnson

That the Infrastructure and Services Committee notes the contents of Report 110/22.

Seconded by Councillor Nixon and CARRIED.

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INFRASTRUCTURE UPDATE (111/22)

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

Matters discussed included: whether potential increased erosion arising from weather events was taken into account when constructing bridges (staff advised that was taken into account in the design criteria); the need for pedestrian crossings to the north and south of the Colombo Road bridge to help children crossing the road (staff advised that a meeting would be taking place); the Utility Services Manager was acknowledged for a positive meeting with residents which had clarified a number of matters; and, the Henley Lake Consent (staff advised the consent had been lodged but discussions were ongoing with the Greater Wellington Regional Council ecologists around the wetland area).

Moved by Councillor Johnson

That the Infrastructure and Services Committee notes the information contained in Report 111/22.

Seconded by Councillor Nelson and CARRIED.

The meeting closed at 2.21pm

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116/22

**REPORT OF THE AWARDS AND GRANTS COMMITTEE MEETING HELD ON
WEDNESDAY 7 SEPTEMBER 2022 AT 9.00AM and reconvened on THURSDAY 8
SEPTEMBER AT 9.00AM AT WAIATA HOUSE, LINCOLN ROAD, MASTERTON**

PRESENT

Councillors G Caffell (Chair), Mayor L Patterson, Councillors D Holmes, B Johnson, and S Ryan and Tiraumaera Te Tau (joined the meeting at 10.30am).

IN ATTENDANCE

Manager Community Facilities and Activities, Grants Administrator/Personal Assistant to the Manager Community Facilities and Activities, Manager Communications and Engagement, Community Development Activator and Governance Advisor. The Chief Executive and Community Development Team Leader were also in attendance on Thursday.

CONFLICTS OF INTEREST

Councillor Holmes declared an interest in relation to the application from Victim Support Wairarapa as the Wairarapa representative on Greater Wellington Victim Support.

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

Tiraumaera Te Tau declared an interest in relation to the Rangitāne o Waiararapa: Turanga Rau application as the applicant was a family member.

APOLOGIES

Moved Councillor Ryan

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

Seconded by Mayor Patterson and CARRIED

LATE ITEMS

There were no late items.

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COMMUNITY WELLBEING GRANT AND COMMUNITY EVENTS FUND APPLICATIONS FOR 2022/23 (115/22)

The report providing the Committee with a summary of the applications received for the 2022 Community Wellbeing Grants and Community Events Fund Applications, setting out those who indicated they wanted to be heard by the Committee was taken as read.

The Committee heard from the following presenters:

App No.	Community Grant Type	Speaker and Organisation
8	Wellbeing Grant	Ian Chapman, King Street Artworks
1	Wellbeing Grant	Michael Wilson, Access Radio Wairarapa
30	Wellbeing Grant	Beverley Jack, Wairarapa Community Centre Trust
6	Wellbeing Grant	Amanda Taylor, House of Science
5	Wellbeing Grant	Graeme Morris, Henley Men's Shed
7	Events Fund	Bob Wilton, Masterton Motorplex Incorporated

The meeting adjourned at 10.00am and reconvened at 10.30am

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

App No.	Community Grant Type	Speaker and Organisation
12	Wellbeing Grant	Rebecca Stevens, Mahi Tahi Tatou Charitable Trust
25	Wellbeing Grant	Zoe Christall and Vanessa Fowles, StarJam Charitable Trust

Councillor Ryan left the meeting at 10.50am for the People First presentation due to her declared conflict of interest and returned to the meeting when the presentation was concluded.

Tiraumaera Te Tau joined the meeting at 10.53am

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App No.	Community Grant Type	Speaker and Organisation
19	Wellbeing Grant	Catherine Mu, People First NZ – Ngā Tāngata Tuatahi
35	Wellbeing Grant	Nicole James, YMCA Central Incorporated
3	Events Fund	Clive Comrie, Jim Birchall, Laurie Williams Eastside Community Group
1	Events Fund	Jorge Sandoval, All Kiwi Sports Club Incorporated
2	Events Fund	Denis Burling and Dave Pawson, Douglas Villa AFC Incorporated
14	Events Fund	Jill Greathead, Volunteering Wairarapa Incorporated
28	Wellbeing Grant	Jill Greathead, Volunteering Wairarapa Incorporated

The meeting adjourned at 11.50am and reconvened at 12.40pm

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

App No.	Community Grant Type	Speaker and Organisation
15	Wellbeing Grant	Steve Sale, Masterton Foodbank Incorporated
2	Wellbeing Grant	Chris Clarke, Age Concern Wairarapa
24	Wellbeing Grant	Rebecca Johnston, SPCA (Royal NZ)
16	Wellbeing Grant	Lucy Miller, Masterton Young Citizens Club
4	Wellbeing Grant	Eve Williams and Hannah Molloy, Good Bitches Trust
36	Wellbeing Grant	Shane Casey, Youthline CNI Wairarapa Branch
15	Events Fund	Peter Amyes, Wairarapa Balloon Society

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Tiraumaera Te Tau left the meeting at 1.55pm when the Rangitāne o Wairarapa: Tūranga Rau application was presented and returned to the meeting once the presentation was concluded.

App No. on Attachment	Community Grant Type	Speaker and Organisation
21	Wellbeing Grant	Wiremu Rupapere, Rangitāne o Wairarapa : Tūranga Rau
34	Wellbeing Grant	Laurence Titter, Wairarapa Youth Charitable Trust

Councillor Holmes left the meeting at 2.10 for the presentation of the Victim Support application and returned to the meeting once the presentation was concluded.

App No. on Attachment	Community Grant Type	Speaker and Organisation
27	Wellbeing Grant	Melissa Gordon, Victim Support Wairarapa
19	Events Fund	Trudy Sears and Makuini Kerehi Wairarapa REAP
12	Events Fund	Jane Ross
11	Events Fund	Jane Ross and Esther Bunning
17	Events Fund	Nacanieli Waqa, Wairarapa Fijian Community

The meeting adjourned at 3.00pm and reconvened at 3.20pm

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

App No. on Attachment	Community Grant Type	Speaker and Organisation
14	Wellbeing Grant	Mike Hoskins and Narrisa Lower, Masterton District Brass Band
22	Wellbeing Grant	Gavin Tankersley and Murray Tomlin, Shear History Trust
33	Wellbeing Grant	Geraldine Durrant, Wairarapa Womens Centre
9	Wellbeing Grant	Pipi Reisch and Mena Antonio, Leaving the Ladder Down
18	Wellbeing Grant	Anna Baird, Oxford Street Community Garden

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App No. on Attachment	Community Grant Type	Speaker and Organisation
20	Wellbeing Grant	Dan Te Tau, Pioneer Sports Club Incorporated
9	Events Fund	Andrew Love, NZ Aerobatic Club
26	Wellbeing Grant	Emilie Fleur Neubauer Te Kura O Papatūānuku Wairarapa Earth School Charitable Trust
5	Events Fund	Sam Saunders, Golden Shears
23	Wellbeing Grant	Tom Gibson Shelter Masterton

The meeting adjourned at 4.50pm on 7 September 2022 to reconvene at 9.00am on Thursday 8 September 2022

The meeting reconvened at 9.02am on Thursday 8 September 2022

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

Moved Mayor L Patterson

That the apology from Tiraumaera Te Tau for non-attendance be received.

Seconded Councillor S Ryan and CARRIED

Members discussed the applications and made the allocations listed in the resolution below, noting that the **\$3,862** unallocated from the Community Wellbeing Grant and the **\$3,974** unallocated from the Community Events Fund, should remain for any further applications brought to the Committee during the year.

Due to her declared conflict, Councillor Ryan left the meeting at 9.21am and returned to the meeting at 9.22am once the discussion on that item had concluded.

Due to his declared conflict, Councillor Holmes left the meeting at 9.29am and returned to the meeting at 9.30am once the discussion on that item had concluded.

Moved by Councillor B Johnson

That the Awards and Grants Committee receive the information in the Community Wellbeing Grant and Community Events Fund Applications for 2022/23 Report (115/22), and for the;

1. Community Wellbeing Grant

- a) receives the 36 Community Wellbeing Grant applications,
- b) decides funding allocations for the above applications, as follows:

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File ID	Organisation	Project Description	Allocation
80	Access Radio Wairarapa Charitable Trust	Seeking funding to support the new weekly Ahmadiyya Muslim community and We Are One programme, make programme presentation simpler and promote programme output on other media channels.	\$1,500
145	Age Concern Wairarapa	Seeking funding to establish and design a website to assist with providing user friendly and accessible information.	\$3,000
75	Alzheimer's Wairarapa Inc	Seeking funding to assist with expenses for the Out and About Group.	\$3,000
172	Good Bitches Trust	Seeking funding towards expenses for the Baking it Better programme providing baking boxes to nine Masterton organisations, for 45 - 50 Masterton recipients.	\$1,500
92	Henley Mens Shed Incorporated	Seeking funding towards operating expenses of electricity, insurance, lease and refuse disposal.	\$2,000
94	House of Science Wairarapa Charitable Trust	Seeking funding for one 'A Load of Rubbish He Putunga Para' environmental science kit and material for one year, containing the MDC logo.	\$0
174	Kidz Need Dadz	Seeking funding for three projects: (A) Wairarapa Meetings - seeking \$626.28 for venue hire and monthly meetings in Masterton; (B) Dadzkare - seeking \$980.00 being 10% of rent for 208 Wairarapa clients; and (C) Parenting "Info for New Dads" - seeking \$2,028.00 being 10% contribution towards office hire.	\$2,000
67	King Street Artworks Inc	Seeking funding to assist with operating expenses.	\$5,000
205	Leaving the Ladder Down	Seeking funding for a Programme Coordinator for six weeks to provide a Summer School Holiday Programme for teen parents and babies.	\$1,000
185	Life Education Trust Wairarapa, Tararua & Central Hawkes Bay	Seeking funding to assist with the operating costs to deliver the "Learning with Harold" life education programme to primary school aged children in the Masterton area.	\$0

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File ID	Organisation	Project Description	Allocation
111	Little Bundles Wairarapa	Seeking funding for wool, laundry powder, stain remover, travel expenses and new clothing to create little bundles for those in need in the community.	\$1,500
101	Mahi Tahi Tatou Charitable Trust	Seeking funding to expand the services for the Formal Day Programme and provide a drop-in service.	\$5,000
135	Masterton Community Toy Library	Seeking funding towards rent, toys, resources and container storage.	\$1,500
183	Masterton District Brass Band	Seeking funding to expand the Learner Programme into two more schools and purchase a PA system and music stands.	\$10,000
141	Masterton Foodbank Incorporated	Seeking funding to purchase food for community parcels for those in need, feeding over 24,000 people over the year.	\$2,500
147	Masterton Young Citizens Club Inc	Seeking funding for the operating expenses of rates, electricity, insurance, cleaning, advertising and administration.	\$6,000
220	Order of St John	Seeking funding towards the operational costs of running the health shuttles in the Wairarapa and to Wellington, for the benefit of Masterton residents.	\$2,500
168	Oxford Street Community Garden	Seeking funding for trestle tables, wood chip, tools and seeds to produce and pack vegetable and fruit boxes to support local whanau.	\$1,640
113	People First NZ Incorporated	Seeking funding for operating expenses of the Masterton People First Group	\$2,000
218	Pioneer Sports Club	Seeking funding for the 120 JAB and 36 League players kai and travel expenses for the 2022-23 season, and the purchase of a barbeque for away games.	\$2,500
247	Rangitāne o Wairarapa : Tūranga Rau	Seeking funding of building materials and labour costs for Tūranga Rau's project Tākaro; to provide a safe, all-inclusive educational play area including basketball hoop, barbeque and entertainment area.	\$10,000

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File ID	Organisation	Project Description	Allocation
158	Shear History Trust	Seeking funding towards the operating expenses of the Wool Shed tourist attraction which also houses the Jubilee Fire Engine Museum and Council's steam roller in the Stewart-Weston gallery.	\$12,000
202	Shelter Masterton Incorporated	Seeking funding towards a Support Fund to provide residents with items and services needed e.g. bus fares, clothing, shoes, training etc.	\$5,000
166	SPCA (Royal New Zealand Society for the Prevention of Cruelty to Animals)	Seeking funding for the operating expenses to provide animal welfare services.	\$5,000
105	StarJam Charitable Trust	Seeking funding toward expenses for the Magical Movers weekly workshops at Hadlow School for 12 participants aged 6 - 25 years of age.	\$1,000
189	Te Kura O Papatūānuku Wairarapa Earth School Charitable Trust	Seeking funding towards the Fruit Trees in Schools programme providing trees, plants and workshops to three Masterton schools.	\$2,600
187	Victim Support Wairarapa	Seeking funding to assist towards the costs of the Volunteer Support Worker Programme in the Wairarapa to enable volunteer recruitment, expenses and training and towards the personnel costs of the Service Coordinator.	\$2,000
133	Volunteering Wairarapa	Seeking funding for operating expenses.	\$1,500
160	Wairarapa Citizens Advice Bureau Inc	Seeking funding for operating expenses.	\$1,500
84	Wairarapa Community Centre Trust	Seeking funding towards the shortfall of expenses for the new Urban Allotment Garden.	\$2,000

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File ID	Organisation	Project Description	Allocation
118	Wairarapa Road Safety Council	Seeking funding to support the Wairarapa Driver Mentor Programme to address barriers for our rangatahi/youth to attain driver licences, become safe drivers and have a pathway to local employment.	\$10,000
78	Wairarapa Search and Rescue	Seeking funding to assist with operating expenses.	\$2,500
176	Wairarapa Women's Centre	Seeking funding for facilitator fees and expenses to run yoga movement sessions and art workshops for 40 weeks to improve the wellbeing and confidence of women.	\$2,000
162	Wairarapa Youth Charitable Trust	Seeking funding towards operating expenses.	\$5,000
107	YMCA Central Incorporated	Seeking funding for the Raise Up Masterton Programme, a safe space for up to 60 youth to engage in activities, learning, sharing and fun every Sunday, in collaboration with Tu Ora Compass Health.	\$5,000
164	Youthline Wairarapa Branch	Seeking funding for the Standing Tall mental health wellbeing programme and a youth specialist counsellor helping Hokai Tahi with baby loss clients.	\$5,000
		TOTAL	\$126,240

- c) notes that 27 applications, listed in Schedule 1 to Report 115/22, were presented to the committee at this meeting.

Seconded by Councillor D Holmes and CARRIED

Moved Mayor L Patterson

2. Community Events Fund

- a) receives the 19 Community Events Fund applications,
b) decides funding allocations for the above applications, as follows

File ID	Organisation Club or Individual	Event	Allocation
123	All Kiwi Sports Club Incorporated	36th NZ Cycle Classic	\$10,000

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File ID	Organisation Club or Individual	Event	Allocation
127	Douglas Villa Association Football Club Incorporated	2022 Junior Soccer Tournament	\$3,500
125	Eastside Community Group	2022 Spring Festival	\$3,000
170	Equippers Masterton Trust	Colour Party	\$1,500
156	Golden Shears International Shearing Championship Society Incorporated	61st Golden Shears	\$11,347
68	Masterton Agricultural & Pastoral Association	Fashion in the Field	\$1,000
103	Masterton Motorplex Incorporated	2022 Drag Racing Season	\$15,000
193	Mauriceville Kopuaranga Fair Association	Mauriceville Country Fair	\$2,000
235	NZ Aerobatic Club Incorporated	National Aerobatic Club Championships	\$1,000
198	NZ Red Cross	Ahmadiyya Community Events	\$3,000
216	Jane ROSS	Solace: A Portrait of Loss exhibition	\$0
179	Jane ROSS	Wairarapa Film Festival	\$5,000
242	Tinui Horse Sports	Tinui Horse Sports and Family Day Out	\$1,879
131	Volunteering Wairarapa	Wairarapa Walking Festival 2022	\$3,000

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File ID	Organisation Club or Individual	Event	Allocation
191	Wairarapa Balloon Society Incorporated	Balloon Festival	\$10,000
153	Wairarapa Dressage	2023 Regional Championship Show	\$1,500
207	Wairarapa Fijian Community	Fijian Language Week and Celebration Day	\$1,200
70	Wairarapa Maths Association	2022 Matharapa	\$600
195	Wairarapa REAP	2022 Wairarapa Schools Kapa Haka Festival	\$3,500
		TOTAL	\$78,026

and

- c) notes that 12 applications, listed in Schedule 1 to Report 115/22, were presented to the committee at this meeting.

Seconded by Councillor B Johnson and CARRIED

The meeting closed at 9.55 am

To:	Your Worship and Members
From:	Kaine Jaquiery, Roding Manager Nerissa Aramakutu, Policy Manager
Endorsed by:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Wairarapa Consolidated Bylaw 2019, Part 10: Traffic Bylaw Schedules
DECISION	
<p>Recommendation:</p> <p>That the Council:</p> <ol style="list-style-type: none"> 1. agrees to the following recommendations made by the Infrastructure and Services Committee on 24 August 2022 (Refer Report 114/22) that Council: <ol style="list-style-type: none"> a. notes that Meridian Energy has proposed to situate six (6) vehicle charging stations in the car park at 70 Dixon Street, Masterton, (situated in Part Lot 2 DP 9885 as identified in Attachment 1); b. agrees to designate six (6) car parks in the parking area at 70 Dixon Street, Masterton, (situated in Part Lot 2 DP 9885 as identified in Attachment 1) as electric vehicle charging areas; c. agrees that, in accordance with Council's delegations for the disposal of interests in land, the Chief Executive negotiates and finalises a licence to occupy with Meridian Energy to provide for the electric vehicle charging stations; d. notes that following negotiations, officers will report to Council to amend the Wairarapa Consolidated Bylaw 2019 Part 10: Traffic Bylaw Schedules by adding the designated electric vehicle charging areas to Schedule 2P: Electric Vehicle Charging Areas. 2. adopts the proposed amendments to Schedule 2F1: No Stopping Areas on Streets (Refer Attachment 2 and Analysis and Advice section of Report 120/22) and Schedule 2I: Bus Stops (Refer Attachment 3 and Analysis and Advice section of Report 120/22) in the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules. 	

Purpose

The purpose of this report is to seek Council:

1. agreement of recommendations made by the Infrastructure and Services Committee on 24 August 2022 (Refer Minutes 114/22) regarding a proposal from Meridian to install six (6) vehicle charging stations in the car park at 70 Dixon Street, Masterton; and

2. adoption of proposed amendments to Schedule 2F1: No Stopping Areas on Streets (Refer Attachment and Analysis and Advice section of this report) and Schedule 2I: Bus Stops (Refer Attachment and Analysis and Advice section of this report) in the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules.

Context

Wairarapa Consolidated Bylaw, Part 10: Traffic

The three Wairarapa District Councils have a consolidated bylaw on traffic which sets the requirements for parking and control of vehicular or other traffic on any road in the Masterton, Carterton and South Wairarapa districts, including state highways located within the urban boundaries that are otherwise controlled by Waka Kotahi.

Part 10: Traffic also has a traffic control schedule where it is stated that each of the councils are responsible for maintaining their own traffic control measures in their respective districts. Council has the power to amend this bylaw schedule by resolution under clause 20.

Meridian proposal for six (6) car parks in the car park at 70 Dixon Street, Masterton

Council has been approached by Meridian Energy to have six (6) car parks in the car park at 70 Dixon Street, Masterton, situated in Part Lot 2 DP 9885 as identified in the Meridian proposal in Attachment 1, designated as electric vehicle charging areas. This is part of a nationwide roll-out of chargers by Meridian.

Council has provided a similar arrangement for both Charge Net and Meridian for electric vehicle charging areas at other locations in the central business district. Charge Net currently has a fast 311 charge station on Dixon Street near the raised gardens (opposite New World), while Meridian has a medium charger in Kuripuni outside Powershop.

Report 109/22 went to the Infrastructure and Services Committee (ISC) at its 24 August 2022 meeting seeking endorsement and recommendation to Council to designate six (6) car parks in the car park at 70 Dixon Street, Masterton, as electric vehicle charging areas. In addition to this, that Council delegates to the Chief Executive to negotiate and finalise a licence to occupy with Meridian Energy to provide for these electric vehicle stations. The ISC agreed to the recommendations in Report 109/22. A copy of Report 109/22 is available here: <https://mstn.govt.nz/wp-content/uploads/2022/08/AGENDA-Infrastructure-and-Services-Committee-2022-08-24.pdf>.

Following negotiations, officers will report to Council to amend the Wairarapa Consolidated Bylaw 2019 Part 10: Traffic Bylaw Schedules by adding the designated electric vehicle charging areas to Schedule 2P: Electric Vehicle Charging Areas.

Amendments to Schedule 2I: Bus Stops and 2F1: No Stopping Areas on Streets

Metlink under Greater Wellington Regional Council (GWRC) has a multi-year plan to identify and carry out improvements to all of its almost 3,000 bus stops across the Wellington region over several years. This plan covers all territorial areas throughout the Greater Wellington Region with delivery of the plan designed to ensure adequate

improvements are carried out to bus stops across all areas each year.

The GWRC's bus stop improvement programme gives effect to the Wellington Regional Public Transport Plan 2021-2031 that includes a strategic priority to achieve an efficient, accessible and low carbon transport network. The GWRC is focused on continuing to improve customer experience across the transport network by:

- improving access for customers (ensuring buses can pull in close to the kerb for safe passenger boarding and alighting & the ability for the wheelchair ramp to be deployed if needed); and
- improving safety at bus stops (ensuring buses have a designated, road marked stopping area and can access bus stops without impacting on following vehicle traffic).

The bus stops belonging to the route 200 throughout Masterton have been prioritised for improvement first as this section of route 200 has the highest public transport use, with focus shifting to other areas within the Wairarapa thereafter. The route 200 extends through and connects Carterton, Greytown, Featherston and Martinborough.

All of the bus stop changes proposed in this report, that will require amendments to the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules, comprise one or more of the following improvements:

- adding yellow lines before and after bus stops (to improve accessibility for buses when entering and exiting bus stops); and
- relocating or moving stops where required to achieve better alignment with kerbs and footpaths (important to allow deployment of the wheelchair ramp).

Several route safety projects have been completed to improve safety for both pedestrians and vehicles in the vicinity of Lakeview School, Fernridge School and sporting facilities on Colombo Road. In summary, these works included:

- removal of parking on the western side of Colombo Road south of the area that was indented;
- a marked a flush median for the section of Colombo Road in the vicinity of Lakeview School;
- additional parking on the eastern side of Colombo Road south of Lakeview School exit;
- development of a shared path on the southern side of Te Oreore Road and installation of a raised platform at the intersection of Te Oreore Road and Colombo Road;
- installation of a courtesy crossing point at the urban boundary on Upper Plain Road (at the commencement of the rural walking and cycling shared path and bus shelter).

These network improvements have facilitated and improved:

- clear lines of sight to pedestrians.
- established safe crossing points for school children on the identified routes.
- allowed the safe entry and exit of vehicles around car parks.
- improved entry and exit lines to corners.
- reduced speed of vehicular traffic around vulnerable road users.
- improved visibility of crossing pedestrians at newly created courtesy crossing points.

To achieve the safety outcomes outlined above, no stopping lines were installed in combination with civil engineering works. These no stopping lines are addition to schedule 2F1 of the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules.

Analysis and Advice

Meridian proposal for six (6) car parks in the car park at 70 Dixon Street, Masterton

Currently, there are 99 car parks available for the public to use plus disabled car parks and a delivery zone in that car park. Redesignating six (6) car parks as Electric Vehicle Charging Areas represents only 6% of the available car parks, leaving 94% available for public use. As the car park is a 'free parking' site, there will be no loss of income from reduced parking charges.

Council's adopted EV strategy to support electric vehicle uptake includes facilitating charging and fast charging units for private businesses. The proposal from Meridian is consistent with the intent of this strategy. In addition to this, facilitating opportunities for EV charging providers to install charging stations in the Masterton District has been identified as a proposed action for the Masterton District Climate Action Plan.

Amendments to Schedule 21: Bus Stops and 2F1: No Stopping Areas on Streets

During mid-2021, staff from Metlink engaged with Masterton District Council's Roading team to discuss and confirm the work required to assess all bus stops on the Masterton portion of the route 200.

Metlink staff completed onsite surveys of each bus stop, taking into consideration bus stop placement with respect to safety and accessibility. Public transport design guidance published by Waka Kotahi has been utilised to ensure consistency is achieved in the placement and design of the bus stop improvements proposed in this report.

Drawings were then prepared by Metlink for all the proposed bus stop improvements with these reviewed by council's roading team. Subsequent meetings have been held to confirm the designs with Metlink carrying out public consultation with affected residents during July 2022. Details on the public consultation undertaken by Metlink is detailed in the Significance, Engagement and Consultation section of this report.

To support the safety improvements described in the context, no stopping lines have been marked or extended at the identified locations.

These areas are referenced by recognised common road names and road positioning identifiers within Table 1 and Table 2 below and figures appended as Attachments 2 & 3 to this report.

These safety markings are already in place. The no-stopping road marking has been installed and was consulted on during the project development stages with the affected stakeholders.

The following tables outline the proposed changes to Schedules 2I: Bus Stops and 2F1: No Stopping Areas on Streets to the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedule as follows:

Schedule 2I: Bus Stops

Table 1: Additions to Schedule 2I: Bus Stops

Location		Description	Date of Resolution
Primary	Secondary		
High Street	Judds Road	The northern side of High Street, commencing at a point 68.7 metres west of the intersection of Judds Road and High Street, extending in a western direction for a distance of 15 metres.	TBC
High Street	South Belt	The southern side of High Street, commencing at a point of 171.5 metres east of the intersection of South Belt and High Street, extending in an eastern direction, for a distance of 15 metres.	TBC
High Street	Judds Road	The northern side of High Street, commencing at a point 209 metres east of the intersection of Judds Road and High Street, extending in a western direction for a distance of 15 metres.	TBC
High Street	Manchester Street	The southern side of High Street, commencing at a point of 15.5 metres east of the intersection of Manchester Street and High Street, extending in an eastern direction, for a distance of 15 metres.	TBC
High Street	Fleet Street	The northern side of High Street, commencing at a point 7.8 metres east of the intersection of Fleet Street and High Street, extending in an eastern direction for a distance of 15 metres.	TBC
High Street	Derby Street	The southern side of High Street, commencing at a point of 14.6 metres west of the intersection of Derby Street and High Street, extending in a western direction, for a distance of 15 metres.	TBC
High Street	Bledisloe Street	The northern side of High Street, commencing at a point 167.8 metres east of the intersection of Bledisloe Street and High Street, extending in an eastern direction for a distance of 15 metres.	TBC

High Street	Vivian Street	The southern side of High Street, commencing at a point of 88.8 metres east of the intersection of Vivian Street and High Street, extending in an eastern direction, for a distance of 15 metres.	TBC
High Street	Intermediate Street	The northern side of High Street, commencing at a point 175.6 metres west of the intersection of Intermediate Street and High Street, extending in a western direction for a distance of 15 metres.	TBC
High Street	Short Street	The southern side of High Street, commencing at a point of 190 metres west of the intersection of Short Street and High Street, extending in a western direction, for a distance of 15 metres.	TBC
Queen Street	Crayne Street	The northern side of Queen Street, commencing at a point 18.5 metres east of the intersection of Crayne Street and Queen Street, extending in an eastern direction for a distance of 15 metres.	TBC
Queen Street	Renall Street	The northern side of Queen Street, commencing at a point 127.80 metres southwest of the intersection of Renall Street and Queen Street, extending in a southwestern direction for a distance of 15 metres.	TBC
Queen Street	Smith Street	The southern side of Queen Street, commencing at a point of 120.3 southwest of the intersection of Smith Street and Queen Street, extending in an eastern direction, for a distance of 15 metres.	TBC
Worksop Street	Dixon Street	The southwestern side of Worksop Street, commencing at a point of 35.7 metres northwest of the intersection of Dixon Street and Worksop Road extending in a north-western direction for a distance of 15 metres.	TBC
Queen Street	Bruce Street	The south-eastern side of Queen Street, commencing at a point 6.0 metres northeast of the intersection Bruce Street with Queen Street, extending in a north-eastern direction for a distance of 15.0 metres.	TBC

Schedule 2F1: No Stopping Areas on Streets

Table 2 Additions to 2F1: No Stopping Areas on Streets

Location		Description	Date of Resolution
Primary	Secondary		
High Street	Judds Road	The northern side of High Street, commencing at a point 68.7 metres west of the intersection of Judds Road and High Street, extending in an eastern direction for a distance of 9.0 metres.	TBC
High Street	Judds Road	The northern side of High Street, commencing at a point 83.7 metres west of the intersection of Judds Road and High Street, extending in a western direction for a distance of 8.0 metres.	TBC

High Street	South Belt	The southern side of High Street, commencing at a point of 171.5 metres east of the intersection of South Belt and High Street, extending in a western direction, for a distance of 9.0 metres.	TBC
High Street	South Belt	The southern side of High Street, commencing at a point of 186.5 metres east of the intersection of South Belt and High Street, extending in an eastern direction, for a distance of 9.0 metres.	TBC
High Street	Judds Road	The northern side of High Street, commencing at a point 209 metres east of the intersection of Judds Road and High Street, extending in a western direction for a distance of 9.0 metres.	TBC
High Street	Judds Road	The northern side of High Street, commencing at a point 224 metres east of the intersection of Judds Road and High Street, extending in an eastern direction for a distance of 9.0 metres.	TBC
High Street	Manchester Street	The southern side of High Street, commencing at a point of 15.5 metres east of the intersection of Manchester Street and High Street, extending in a western direction for 9.0 metres.	TBC
High Street	Manchester Street	The southern side of High Street, commencing at a point of 15.5 metres east of the intersection of Manchester Street and High Street, extending in a western direction for 9.0 metres.	TBC
High Street	Fleet Street	The northern side of High Street, commencing at a point 7.8 metres east of the intersection of Fleet Street and High Street, extending in a western direction for a distance of 9.0 metres.	TBC
High Street	Fleet Street	The northern side of High Street, commencing at a point 22.8 metres east of the intersection of Fleet Street and High Street, extending in an eastern direction for a distance of 9.0 metres.	TBC
High Street	Derby Street	The southern side of High Street, commencing at a point of 14.6 metres west of the intersection of Derby Street and High Street, extending in an eastern direction, for a distance of 9.0 metres.	TBC
High Street	Derby Street	The southern side of High Street, commencing at a point of 29.6 metres west of the intersection of Derby Street and High Street, extending in a western direction, for a distance of 9.0 metres.	TBC
High Street	Bledisloe Street	The northern side of High Street, commencing at a point 167.8 metres east of the intersection of Bledisloe Street and High Street, extending in a western direction for a distance of 9.0 metres.	TBC
High Street	Bledisloe Street	The northern side of High Street, commencing at a point 182.8 metres east of the intersection of Bledisloe Street and High Street, extending in an eastern direction for a distance of 9.0 metres.	TBC

High Street	Vivian Street	The southern side of High Street, commencing at a point of 88.8 metres east of the intersection of Vivian Street and High Street, extending in a western direction, for a distance of 9.0 metres.	TBC
High Street	Vivian Street	The southern side of High Street, commencing at a point of 103.8 metres east of the intersection of Vivian Street and High Street, extending in an eastern direction, for a distance of 9.0 metres.	TBC
High Street	Intermediate Street	The northern side of High Street, commencing at a point 175.6 metres west of the intersection of Intermediate Street and High Street, extending in an eastern direction for a distance of 9.0 metres.	TBC
High Street	Intermediate Street	The northern side of High Street, commencing at a point 190.6 metres west of the intersection of Intermediate Street and High Street, extending in a western direction for a distance of 9.0 metres.	TBC
High Street	Short Street	The southern side of High Street, commencing at a point of 190 metres west of the intersection of Short Street and High Street, extending in an eastern direction, for a distance of 9.0 metres.	TBC
High Street	Short Street	The southern side of High Street, commencing at a point of 205 metres west of the intersection of Short Street and High Street, extending in a western direction, for a distance of 9.0 metres.	TBC
Queen Street	Crayne Street	The northern side of Queen Street, commencing at a point 18.5 metres east of the intersection of Crayne Street and Queen Street, extending in a western direction for a distance of 9.0 metres.	TBC
Queen Street	Crayne Street	The northern side of Queen Street, commencing at a point 33.5 metres east of the intersection of Crayne Street and Queen Street, extending in an eastern direction for a distance of 9.0 metres.	TBC
Queen Street	Renall Street	The northern side of Queen Street, commencing at a point 127.80 metres southwest of the intersection of Renall Street and Queen Street, extending in a north eastern direction for a distance of 9.0 metres.	TBC
Queen Street	Renall Street	The northern side of Queen Street, commencing at a point 142.80 metres southwest of the intersection of Renall Street and Queen Street, extending in a south western direction for a distance of 9.0 metres.	TBC
Queen Street	Smith Street	The southern side of Queen Street, commencing at a point of 120.3 southwest of the intersection of Smith Street and Queen Street, extending in a south eastern direction, for a distance of 9.0 metres.	TBC
Queen Street	Smith Street	The southern side of Queen Street, commencing at a point of 105.3 southwest of the intersection of Smith Street and Queen Street, extending in a north eastern direction, for a distance of 9.0 metres.	TBC

Worksop Road	Dixon Street	The south western side of Worksop Street, commencing at a point of 50.7 metres northwest of the intersection of Dixon Street and Worksop Road extending in a north-western direction for a distance of 9.0 metres	TBC
Worksop Road	Dixon Street	The south western side of Worksop Street, commencing at a point of 35.7 metres northwest of the intersection of Dixon Street and Worksop Road extending in a south eastern direction for a distance of 9.0 metres.	TBC
Queen Street	Bruce Street	The south-eastern side of Queen Street, commencing at a point 6.0 metres northeast of the intersection Bruce Street with Queen Street, extending in a north-eastern direction for a distance of 6.0 metres.	TBC
Queen Street	Bruce Street	The south-eastern side of Queen Street, commencing at a point 21.0 metres northeast of the intersection Bruce Street with Queen Street, extending in a north-eastern direction for a distance of 9.0 metres.	TBC
Upper Plain Road	Kibblewhite Road	The north-eastern side of Upper Plain Road commencing at the intersection of Kibblewhite road, extending in a South easterly direction, for a distance of 52 metres .	TBC
Upper Plain Road	Kibblewhite Road	The southwestern side of Upper Plain Road commencing at the intersection of Kibblewhite road, extending in a South easterly direction, for a distance of 52 metres.	TBC
Colombo Road	Waipoua Bridge	The Western side of Colombo Road, commencing at the Southern side of the Waipoua Bridge and extending in a southwestern direction for a distance of 245 meters.	TBC
Colombo Road	Te Oreore Road	On the Western side of Colombo Road beginning 423m from Te Oreore Road extending 300m in a Northerly direction.	TBC
Colombo Road	Hacker Street	On the south-eastern side of Colombo Road beginning 100m Northeast of the Intersection of Hacker Street and Colombo Road extending 10m in a south westerly direction.	TBC
Colombo Road	Hacker Street	On south-eastern side of Colombo Road beginning 57m Northeast of the intersection of Hacker Street and Colombo Road extending 57m in a south-westerly direction.	TBC

Options for Consideration

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

Option	Advantages	Disadvantages
1	<p>Agrees to the recommendations made by the Infrastructure and Services Committee on 24 August 2022 (Refer Minutes 114/22)</p>	<p>Provides another 6 EV charging stations in the Masterton District at no cost to Council.</p> <p>Partners with a national energy provider to help establish a network of EV charging stations.</p> <p>Aligns with intent of EV strategy.</p> <p>Facilitates opportunities for EV charging providers to install charging stations to the Masterton District has been identified as a proposed action for the draft Masterton District Climate Action Plan.</p>
2	<p>Does not agree to the recommendations made by the Infrastructure and Services Committee on 24 August 2022 (Refer Minutes 114/22)</p>	<p>No loss of general use car parks at 70 Dixon Street.</p> <p>No additional EV Charging facilities.</p> <p>Inconsistent with Council's adopted EV Strategy.</p> <p>Inconsistent with proposed action in the draft Masterton District Climate Action Plan.</p>
3	<p>Adopts the proposed amendments to Schedule 2F1: No Stopping Areas on Streets and Schedule 2I: Bus Stops in the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules.</p>	<p>Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules will align with physical works already completed.</p> <p>Amendments to the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules can be notified and made available to the community.</p> <p>No disadvantages identified.</p>

4	Does not adopt the proposed amendments to Schedule 2F1: No Stopping Areas on Streets and Schedule 2I: Bus Stops in the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules.	No advantages identified.	Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules will not align with physical works already completed. Amendments to the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules cannot be notified or made available to the community.
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Recommended Options

Options 1 and 3 are recommended.

Proceeding with Option 1 is consistent with the intent of the EV Strategy and a proposed action for the draft Masterton District Climate Action Plan. The six (6) carparks only represents 6% of the total car parks at 70 Dixon Street, and is of no cost to Council.

Proceeding with Option 3 ensures that Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules will align with physical works already completed. It also aligns with the GWRC's bus stop improvement programme that aims to give effect to the Wellington Regional Public Transport Plan 2021-2031.

Summary of Considerations

Strategic, Policy and Legislative Implications

Meridian proposal for six (6) car parks in the car park at 70 Dixon Street, Masterton

Facilitating public EV Chargers is an objective of the Council's adopted strategy. In addition to this, facilitating opportunities for EV charging providers to install charging stations in the Masterton District has been identified as a proposed action for the Masterton District Climate Action Plan.

Amendments to Schedule 2I: Bus Stops and 2F1: No Stopping Areas on Streets

The three Wairarapa District Councils have a consolidated bylaw on traffic which sets the requirements for parking and control of vehicular or other traffic on any road in the Masterton, Carterton and South Wairarapa districts, including state highways located within the urban boundaries that are otherwise controlled by Waka Kotahi.

Part 10: Traffic also has a traffic control schedule where it is stated that each of the councils are responsible for maintaining their own traffic control measures in their respective districts. Council has the power to amend this bylaw schedule by resolution.

Significance, Engagement and Consultation

Meridian proposal for six (6) car parks in the car park at 70 Dixon Street, Masterton

In accordance with section 156 of the Local Government Act 2002 and Council's Significance and Engagement Policy, officers have assessed the significance of the proposed amendment to schedule 2P of the Wairarapa Consolidated Bylaw 2019 Part 10: Traffic Bylaw and have determined that no consultation with the community is required to be undertaken.

Amendments to the Traffic Bylaw schedule will be notified in accordance with clause 20.3 of the Bylaw and an amended version will be made available on the council website.

The provision of a new charging station will be publicised by Meridian Energy.

Amendments to Schedule 2I: Bus Stops and 2F1: No Stopping Areas on Streets

Engagement with directly affected residents living near the bus stops commenced on the 15 July 2022. Engagement consisted of a hand delivered letter detailing the proposed changes at each bus stop including a description of effects and plan showing the proposed changes.

Directly affected residents are those residents living directly adjacent to or within a couple of properties of the bus stops. All letters contained a freepost envelope to allow residents to share their written feedback with GWRC. In addition, residents were able to contact GWRC by phone or email with the details also provided to residents.

A total of twenty-five property owners were engaged for their feedback to the proposed changes to the bus stops. Of those, 10 residents indicated that they supported the changes, 11 residents did not respond, and four residents said they did not support.

The road safety improvements engagement was carried out during the project development phase with the affected stakeholders within the community which included the schools and landowners directly affected. No major issues were raised during the engagement or following installation of the (February 2022) no stopping areas.

The community will be notified of the changes to the Traffic schedules by public notice as is required under the Local Government Act 2002, section 157.

Financial Considerations

Meridian proposal for six (6) car parks in the car park at 70 Dixon Street, Masterton

There are no financial implications for Council apart from small costs associated with notifying the amendment to the Traffic Bylaw schedule. All other costs will be met by Meridian Energy. There is no loss of income from redesignating six (6) carparks as these are currently 'free' parking. The licence to occupy that is currently being used allows for the occupancy at a zero or nominal fee. The terms of the licence, however, allows for Council to introduce a charge in the future if it desires.

Amendments to Schedule 2I: Bus Stops and 2F1: No Stopping Areas on Streets

There are no financial implications. The GWRC have agreed to fund the required road marking

improvements, where MDC's council's road maintenance contractor will be utilised for the work and associated costs recouped from GWRC upon completion. GWRC will also carry out bus stop signage improvements where required.

Implications for Iwi/Māori

If Council agrees to the recommendations made by the Infrastructure and Services Committee from the 24 August 2022 meeting, there will be additional EV charging stations for Māori and our wider community to use.

Environmental/Climate Change Impact and Considerations

Council is currently finalising its first Masterton District Climate Action Plan. One of the proposed actions is encouraging EV charging providers to add additional charging stations to the Masterton District, including at rural hubs such as schools and coastal settlements.

Next Steps

Meridian proposal for six (6) car parks in the car park at 70 Dixon Street, Masterton

If the Council adopts the recommendations in Report 114/22, Meridian will be advised, and the Chief Executive will negotiate a licence to occupy. Following negotiations, officers will report to Council to amend Schedule 2P: Electric Vehicle Charging Areas in the Wairarapa Consolidated Bylaw 2019 Part 10:Traffic. Meridian will then proceed with the installation at their earliest opportunity.

Amendments to Schedule 2I: Bus Stops and 2F1: No Stopping Areas on Streets

Following adoption of the amendments to the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedule, the parking restriction will be publicly notified in the local papers and promoted on social media. Waka Kotahi and nearby businesses will be informed about the change. The updated version of the Schedule will be published on Council's website in accordance with clause 20.3 of the Bylaw.

MERIDIAN PROPOSAL FOR SIX (6) CAR PARKS IN THE CAR PARK AT 70 DIXON STREET, MASTERTON

ANNEXURE Masterton District Council (SITE SPECIFIC DETAILS)

SITE NAME: Dixon Street carpark, 70 Dixon Street, Masterton LAND DETAILS:

Identifier	Reference	Registry	Legal Description
3894259	WN438/144	Masterton District, Wellington	Part Lot 2 Deposited Plan 9885

LAND AREA AND LICENCE AREA

Land area

Below outlined in black with a yellow pin

The image shows an aerial view of a car park area on Dixon Street, Masterton. A specific area is outlined in black, and a yellow pin is placed on it. The street name 'DIXON' is visible at the bottom. To the right, there is a sidebar with property details.

List
Details

NO ITEM SELECTED

Property Details

Territorial Local Authority: -	Land District: Wellington
Reference: WN438/144 (Freehold)	Document Type: Certificate of Title
Date Issued: 19 Dec 1933 (Status: Live)	Title Land Area: 740 m2
Legal Description: Part Lot 2 Deposited Plan 9885	Valuation Reference: -

Parcel

ID: 3894259 Area: 740 m2

Owners

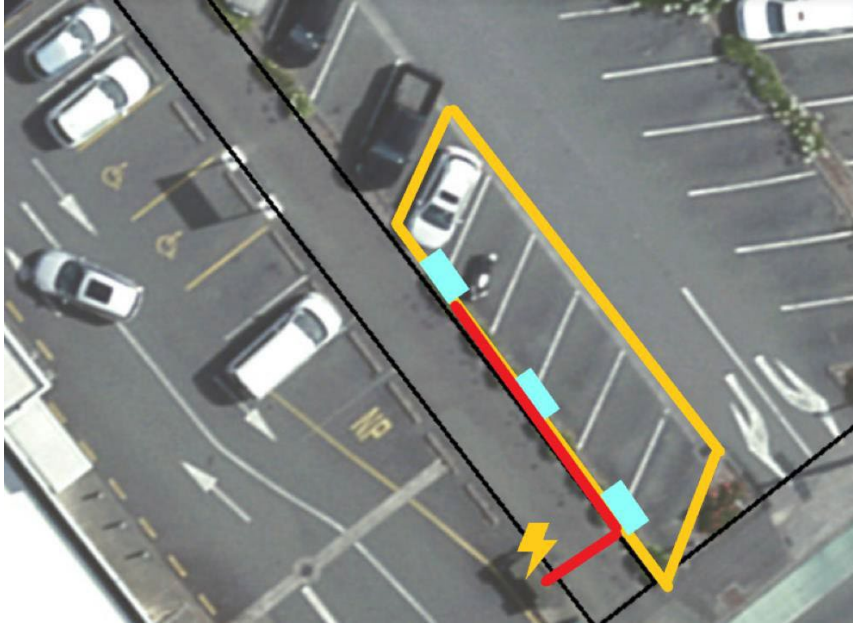
MASTERTON DISTRICT COUNCIL
Reference: WN438/144

Memorial Details

Title Reference: WN438/144
Current
1: Appurtenant hereto is a right of way created by Transfer 220156 - 19.12.1933

Access licence area

Below indicated in yellow



Impression of charger installation:



EV CHARGER DETAILS:

Three dual port EV chargers with the ID MELPCH0086, capable of charging 6 vehicles simultaneously.

SITE INSTALLATION COSTS:

\$36,000+GST Plus a \$5,000+GST new connection cost = \$41,000+GST total

EV CHARGER INSTALLATION DATE: to be scheduled

Figure 1

NO STOPPING AREAS ON STREETS

No Stopping, 144 Upper Plain



Esri Technology, Land Information New Zealand, ©2022, Community

July 15, 2022 Masterton Property

Carterton Property

South Wairarapa Property

1:500

0 5 10 20 Metres

DISCLAIMER
The Masterton, Carterton, and South Wairarapa District Councils accept no responsibility for actions or projects undertaken or loss or damage incurred, by any individuals or company, or agency, using all or any of the information presented on this map. The Councils do not provide interpretation of this information or advice on how to interpret or utilize this information. Your own independent and appropriate professional advice should be sought. The information displayed on this map may contain errors or omissions or may not have the spatial accuracy required for some purposes.

Figure 2

No Stopping, Lake View, Colombo Road



July 19, 2022

1:1,500

0 15 30 60 Metres

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Figure 3

No Stopping, Colombo Road McJorow Park



July 19, 2022

1:1,500

0 15 30 60 Metres

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Figure 4

No Stopping, 17-19 & 25-27 Colombo Road

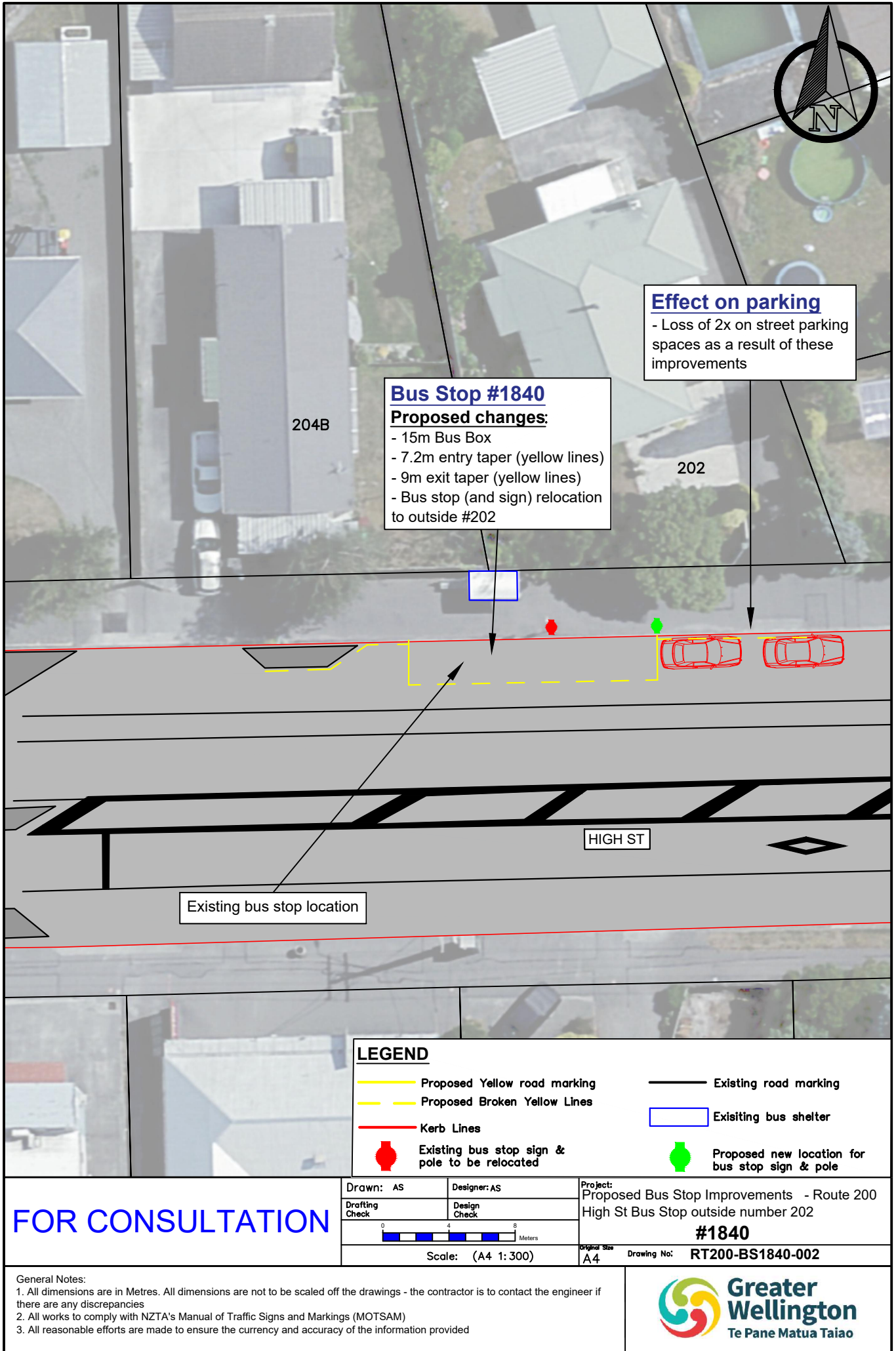


July 21, 2022

1:500



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Bus Stop #1840
Proposed changes:
 - 15m Bus Box
 - 7.2m entry taper (yellow lines)
 - 9m exit taper (yellow lines)
 - Bus stop (and sign) relocation to outside #202

Effect on parking
 - Loss of 2x on street parking spaces as a result of these improvements

Existing bus stop location

LEGEND	
	Proposed Yellow road marking
	Proposed Broken Yellow Lines
	Kerb Lines
	Existing bus stop sign & pole to be relocated
	Existing road marking
	Existing bus shelter
	Proposed new location for bus stop sign & pole

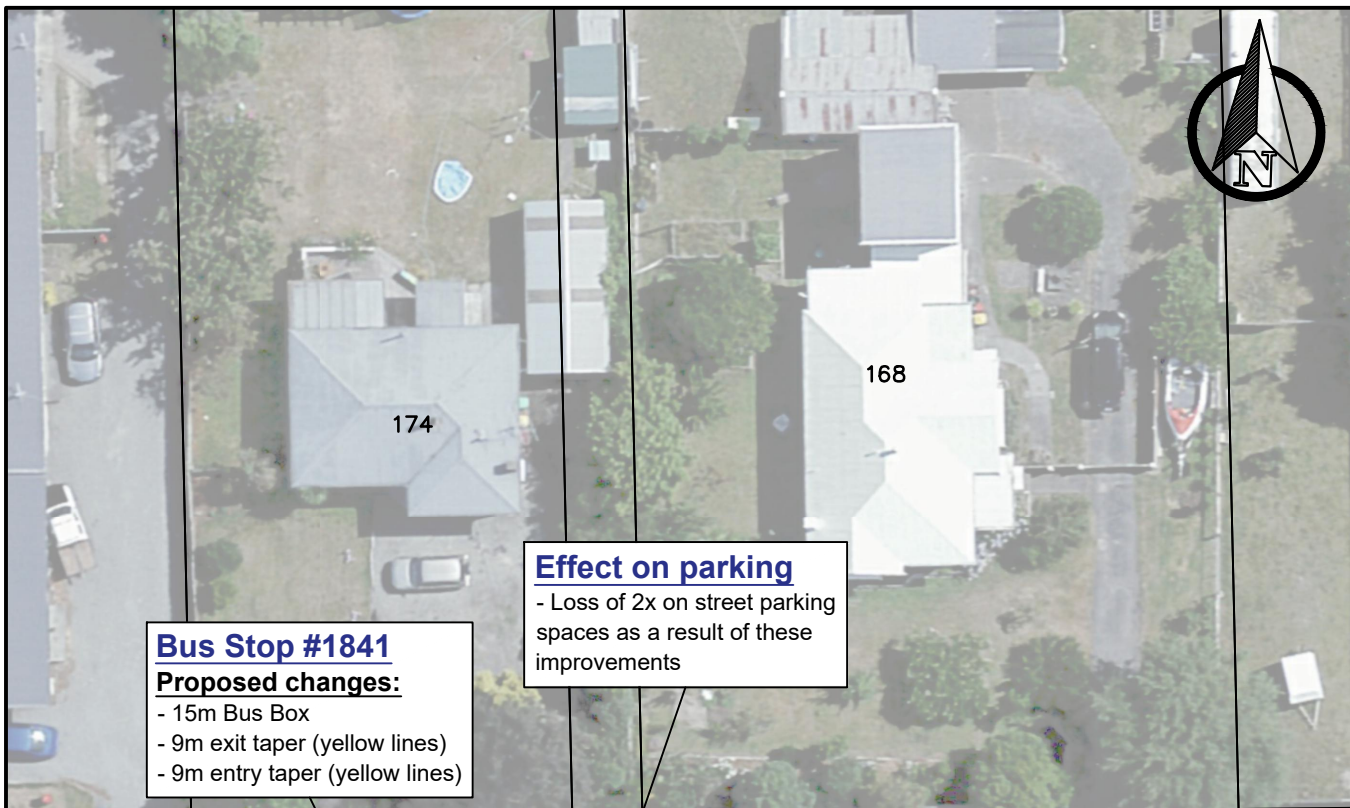
FOR CONSULTATION

Drawn: AS	Designer: AS
Drafting Check	Design Check
Scale: (A4 1: 300)	

Project:	Proposed Bus Stop Improvements - Route 200 High St Bus Stop outside number 202
	#1840
Original Size	A4
Drawing No:	RT200-BS1840-002

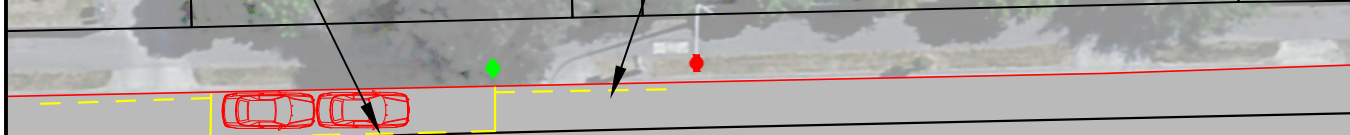
General Notes:
 1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 3. All reasonable efforts are made to ensure the currency and accuracy of the information provided



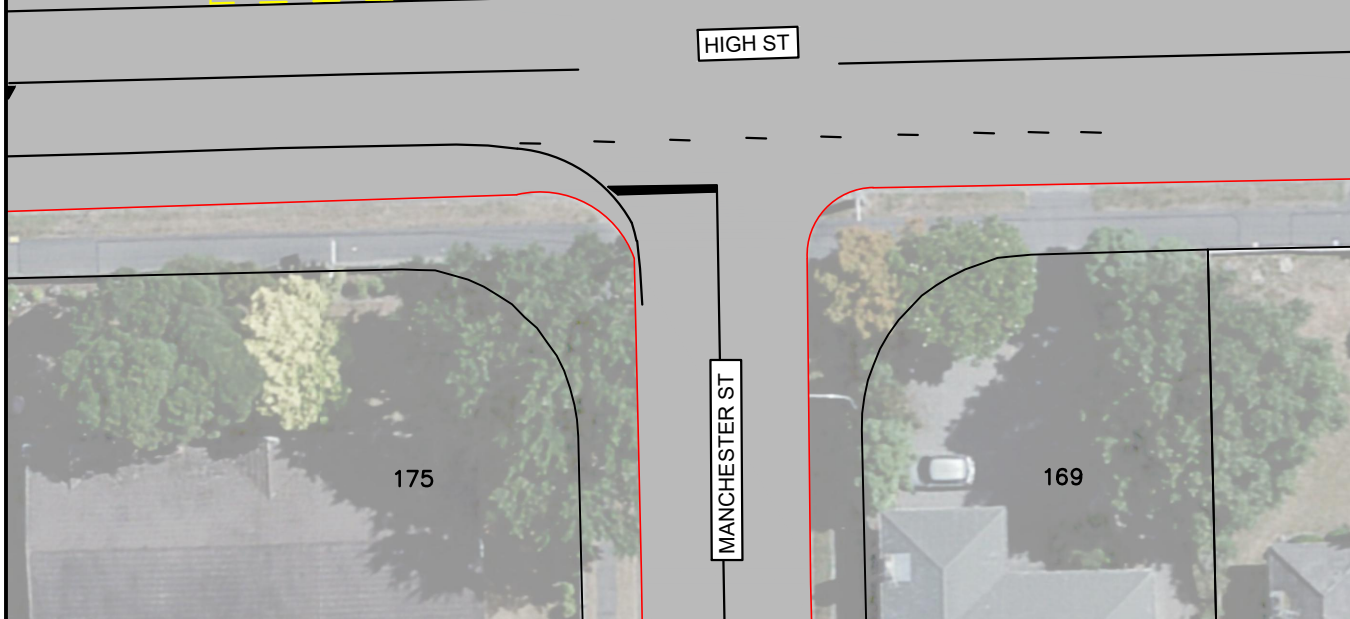


Bus Stop #1841
Proposed changes:
 - 15m Bus Box
 - 9m exit taper (yellow lines)
 - 9m entry taper (yellow lines)

Effect on parking
 - Loss of 2x on street parking spaces as a result of these improvements



HIGH ST



MANCHESTER ST

LEGEND

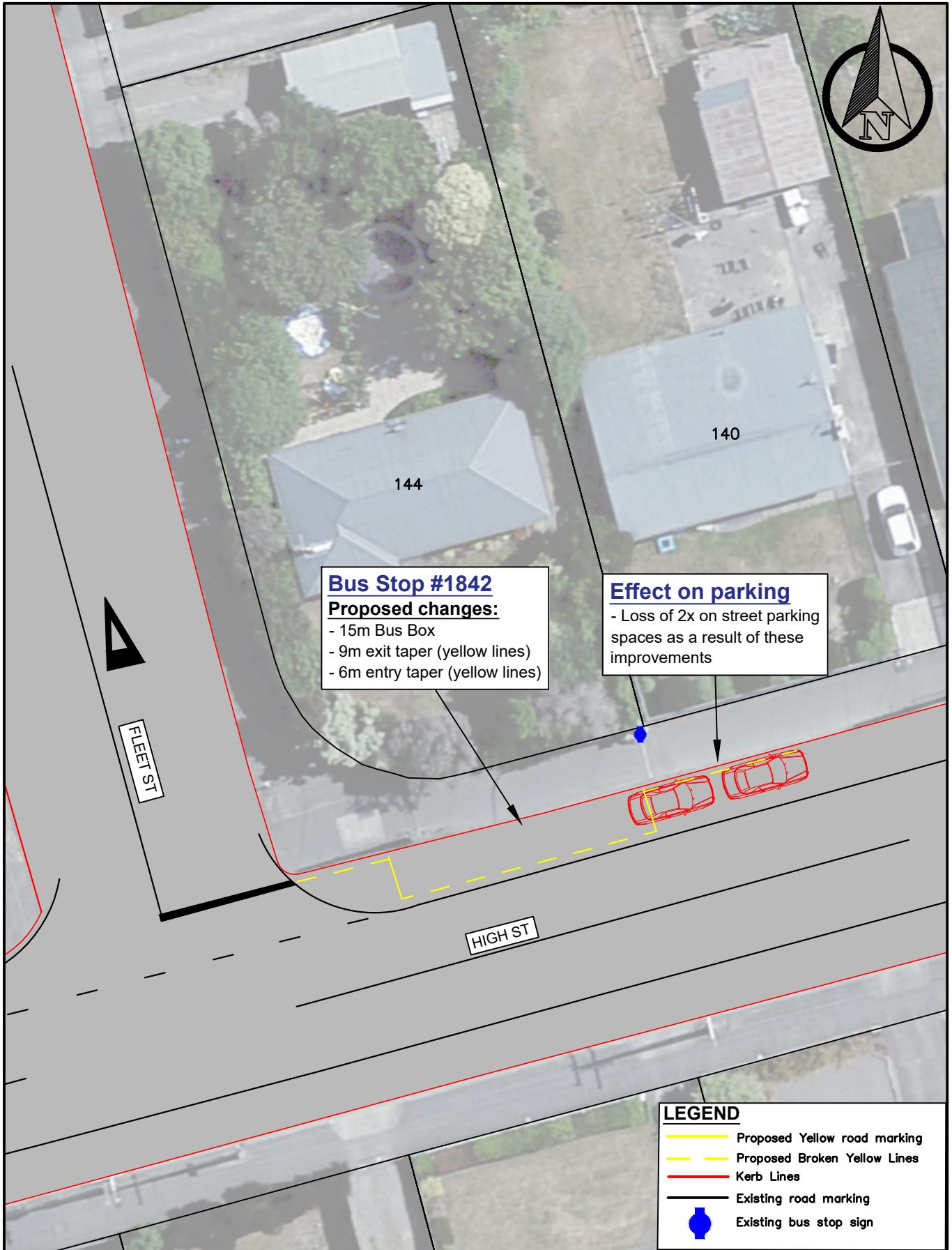
	Proposed Yellow road marking		Existing bus stop sign & pole to be relocated
	Proposed Broken Yellow Lines		Proposed new location for bus stop sign & pole
	Kerb Lines		Existing bus stop sign
	Existing road marking		

FOR CONSULTATION

Drawn: AS	Designer: AS	Project: Proposed Bus Stop Improvements
Drafting Check	Design Check	High St Bus Stop near Manchester St
		#1841
Scale: (A4 1:400)	Original Size: A4	Drawing No: RT200-BS1841-004-A

General Notes:
 1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 3. All reasonable efforts are made to ensure the currency and accuracy of the information provided





Bus Stop #1842
Proposed changes:
 - 15m Bus Box
 - 9m exit taper (yellow lines)
 - 6m entry taper (yellow lines)

Effect on parking
 - Loss of 2x on street parking spaces as a result of these improvements

LEGEND	
	Proposed Yellow road marking
	Proposed Broken Yellow Lines
	Kerb Lines
	Existing road marking
	Existing bus stop sign

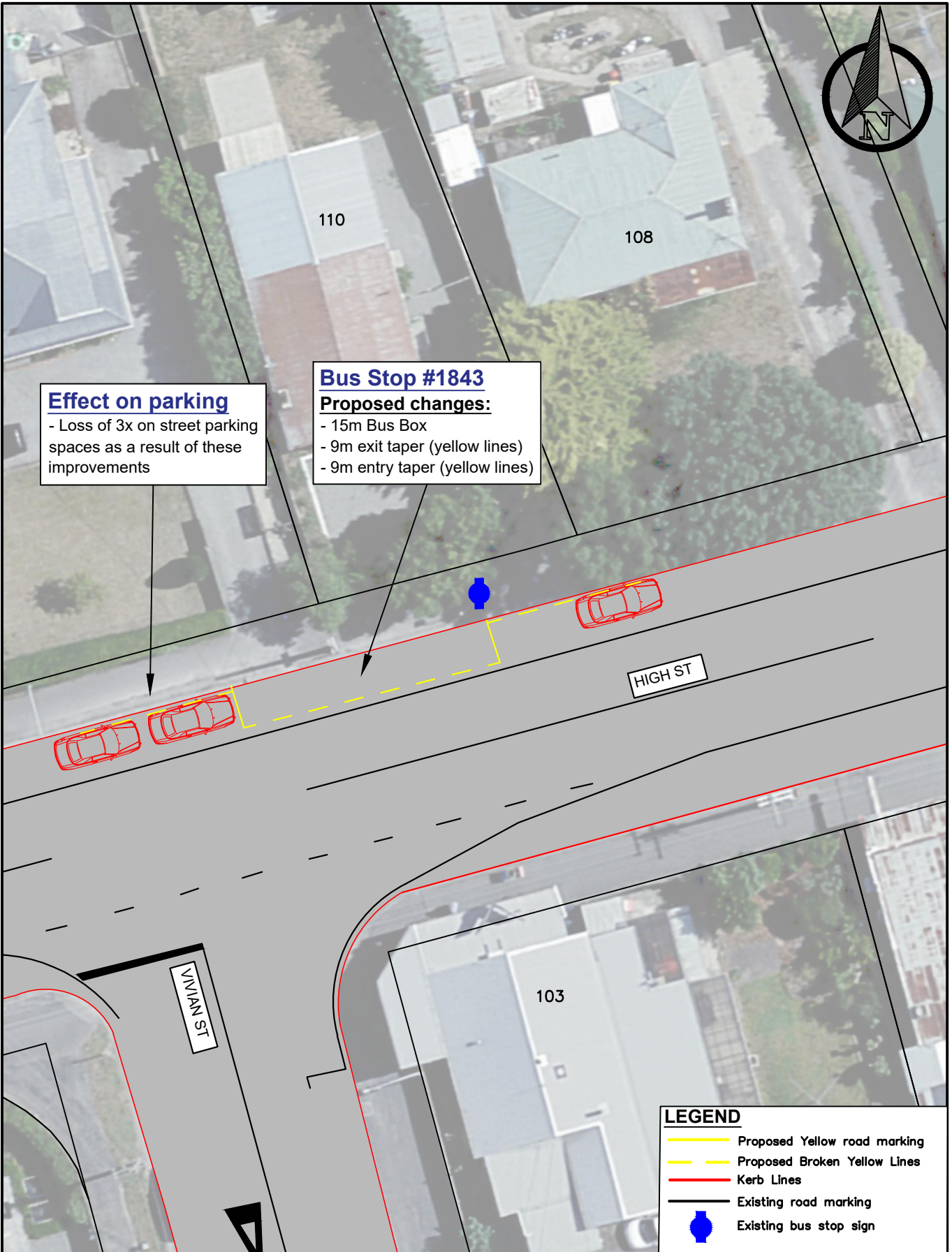
FOR CONSULTATION

Drawn: AS	Designer: AS
Drafting Check	Design Check
Scale: (A4 1: 300)	

Project:	Proposed Bus Stop Improvements
	High St Bus Stop near Fleet St
	#1842
Original Size	A4
Drawing No:	RT200-BS1842-005

- General Notes:
1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 3. All reasonable efforts are made to ensure the currency and accuracy of the information provided





Effect on parking
 - Loss of 3x on street parking spaces as a result of these improvements

Bus Stop #1843
Proposed changes:
 - 15m Bus Box
 - 9m exit taper (yellow lines)
 - 9m entry taper (yellow lines)

LEGEND

- Proposed Yellow road marking
- Proposed Broken Yellow Lines
- Kerb Lines
- Existing road marking
- Existing bus stop sign

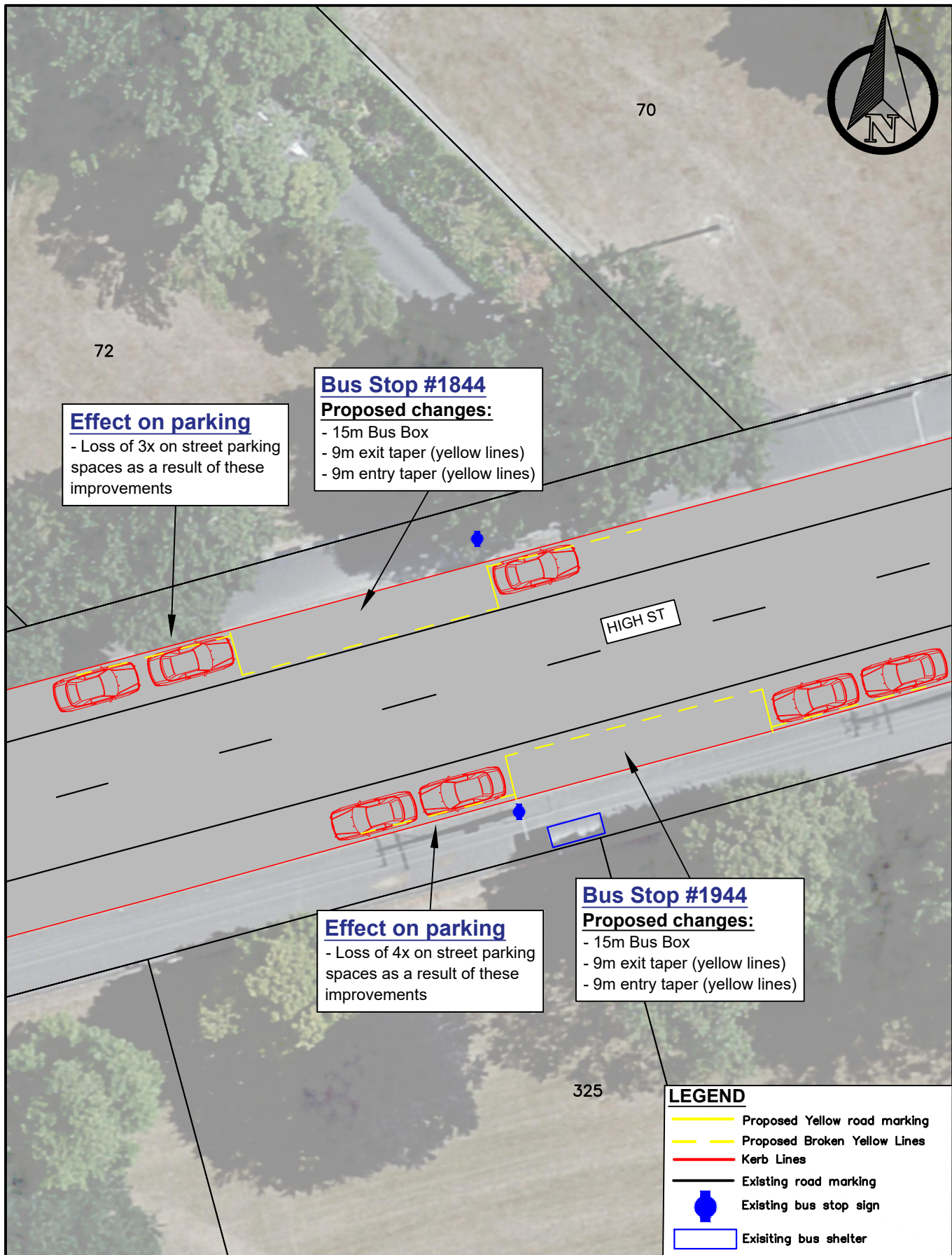
FOR CONSULTATION

Drawn: AS	Designer: AS
Drafting Check	Design Check
Scale: (A4 1: 300)	

Project: Proposed Bus Stop Improvements
 High St Bus Stop near Vivian St
#1843
 Original Size: A4 Drawing No: RT200-BS1843-006

- General Notes:
- All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 - All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 - All reasonable efforts are made to ensure the currency and accuracy of the information provided

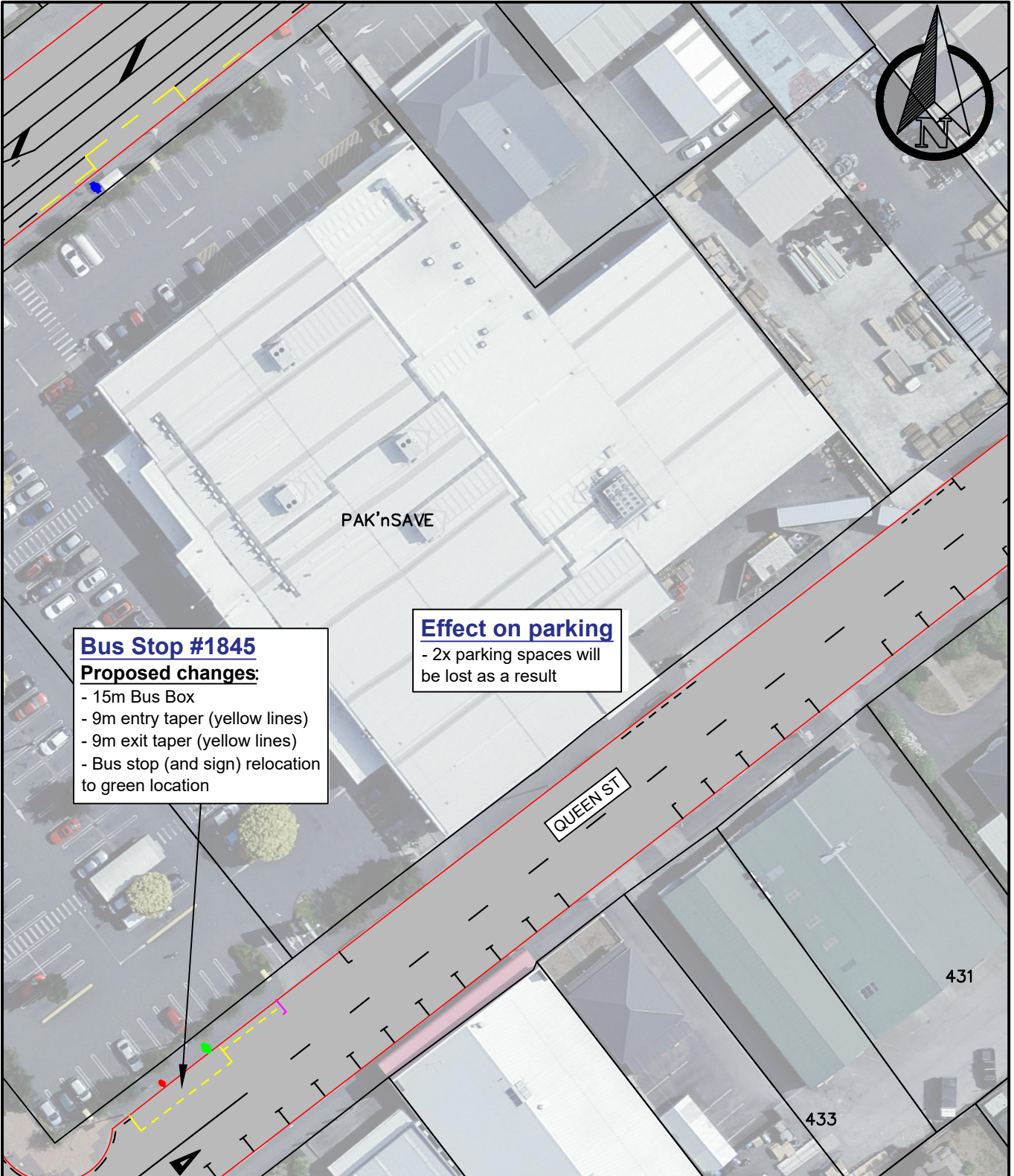




<h2>FOR CONSULTATION</h2>	Drawn:	Designer: AS	Project:
	Drafting Check	Design Check	Proposed Bus Stop Improvements High St Bus Stop near South Park
			#1844 & #1944
Scale: (A4 1: 300)		Original Size: A4	Drawing No: RT200-BS1844/1944-007

General Notes:
 1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 3. All reasonable efforts are made to ensure the currency and accuracy of the information provided





Bus Stop #1845
Proposed changes:

- 15m Bus Box
- 9m entry taper (yellow lines)
- 9m exit taper (yellow lines)
- Bus stop (and sign) relocation to green location

Effect on parking
 - 2x parking spaces will be lost as a result

LEGEND	
	Proposed Yellow road marking
	Proposed Broken Yellow Lines
	Existing bus stop roadmarkings to be removed
	Existing bus stop sign & pole to be relocated
	Existing road marking
	Kerb Lines
	Proposed new location for bus stop sign & pole

FOR CONSULTATION

Drawn: AS	Designer: AS
Drafting Check	Design Check
Scale: (A4 1:750)	

Project: Proposed Bus Stop Improvements Queen St Bus Stop near Crayne St #1845
Original Size: A4 Drawing No: RT200-BS1845-008

General Notes:
 1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 3. All reasonable efforts are made to ensure the currency and accuracy of the information provided





320

Bus Stop #1850
Proposed changes:
 - Bus Box shifted by 13m
 - 15m Bus Box
 - 7.9m exit taper
 - 9m entry taper
 - Bus stop (and sign) relocation

Effect on parking
 - Loss of 2x on street parking spaces as a result of these improvements

Existing Bus stop #1850 location

Bus Stop #1950
Proposed changes:
 - 15m Bus Box
 - 9m exit taper (yellow lines)
 - 6.4m entry taper (yellow lines)

QUEEN ST

Effect on parking
 - No loss of on street parking spaces as a result of these improvements

325

LEGEND

	Proposed Yellow road marking		Existing bus stop sign & pole to be relocated
	Proposed Broken Yellow Lines		Proposed new location for bus stop sign & pole
	Kerb Lines		Existing bus stop sign
	Existing road marking		Existing Bus stop markings to be removed
	Existing bus shelter to remain		

FOR CONSULTATION

Drawn: AS	Designer: AS
Drafting Check	Design Check
Scale: (A4 1:300)	

Project: Proposed Bus Stop Improvements Queen St Bus Stop near Smith St & Harlequin St #1850 & #1950
Original Size: A4 Drawing No: RT200-BS1850/1950-010

General Notes:
 1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 3. All reasonable efforts are made to ensure the currency and accuracy of the information provided

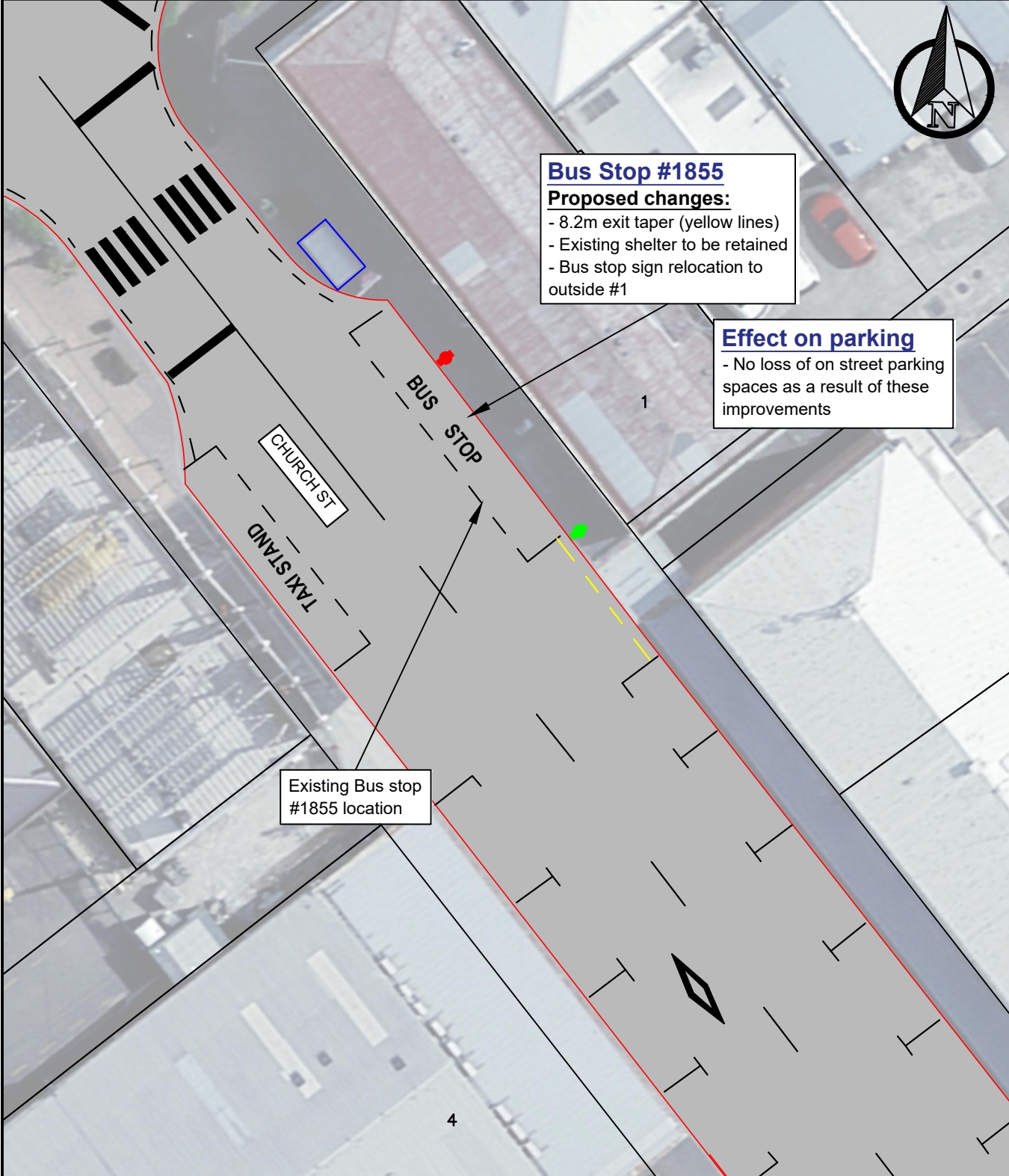




Bus Stop #1855
Proposed changes:
 - 8.2m exit taper (yellow lines)
 - Existing shelter to be retained
 - Bus stop sign relocation to outside #1

Effect on parking
 - No loss of on street parking spaces as a result of these improvements

Existing Bus stop #1855 location



LEGEND	
	Proposed Yellow road marking
	Proposed Broken Yellow Lines
	Kerb Lines
	Existing road marking
	Proposed White road markings
	Existing bus stop sign
	Existing bus shelter to be retained
	New bus stop sign & pole location

FOR CONSULTATION	Drawn: AS	Designer: AS	Project: Proposed Bus Stop Improvements Church St Bus Stop outside 1 Church St #1855
	Drafting Check	Design Check	
	 Scale: (A4 1:300)		

General Notes:
 1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 3. All reasonable efforts are made to ensure the currency and accuracy of the information provided





WORKSOP RD

COUNTDOWN
MASTERTON

Effect on parking
- Loss of 3x on street parking spaces as a result of these improvements

Existing Bus stop #1856 location

Bus Stop #1856
Proposed changes:
- Bus Box shifted by 11.5m
- 15m Bus Box
- 3m entry taper (yellow lines)
- 12.4m exit taper (yellow lines)
- Bus stop sign relocation to existing street light pole

LEGEND

- Proposed Yellow road marking
- Proposed Broken Yellow Lines
- Kerb Lines
- Existing bus stop sign to be relocated
- Existing bus stop markings to be removed
- Existing road marking
- Existing bus shelter
- Proposed new location for bus stop sign on existing power pole

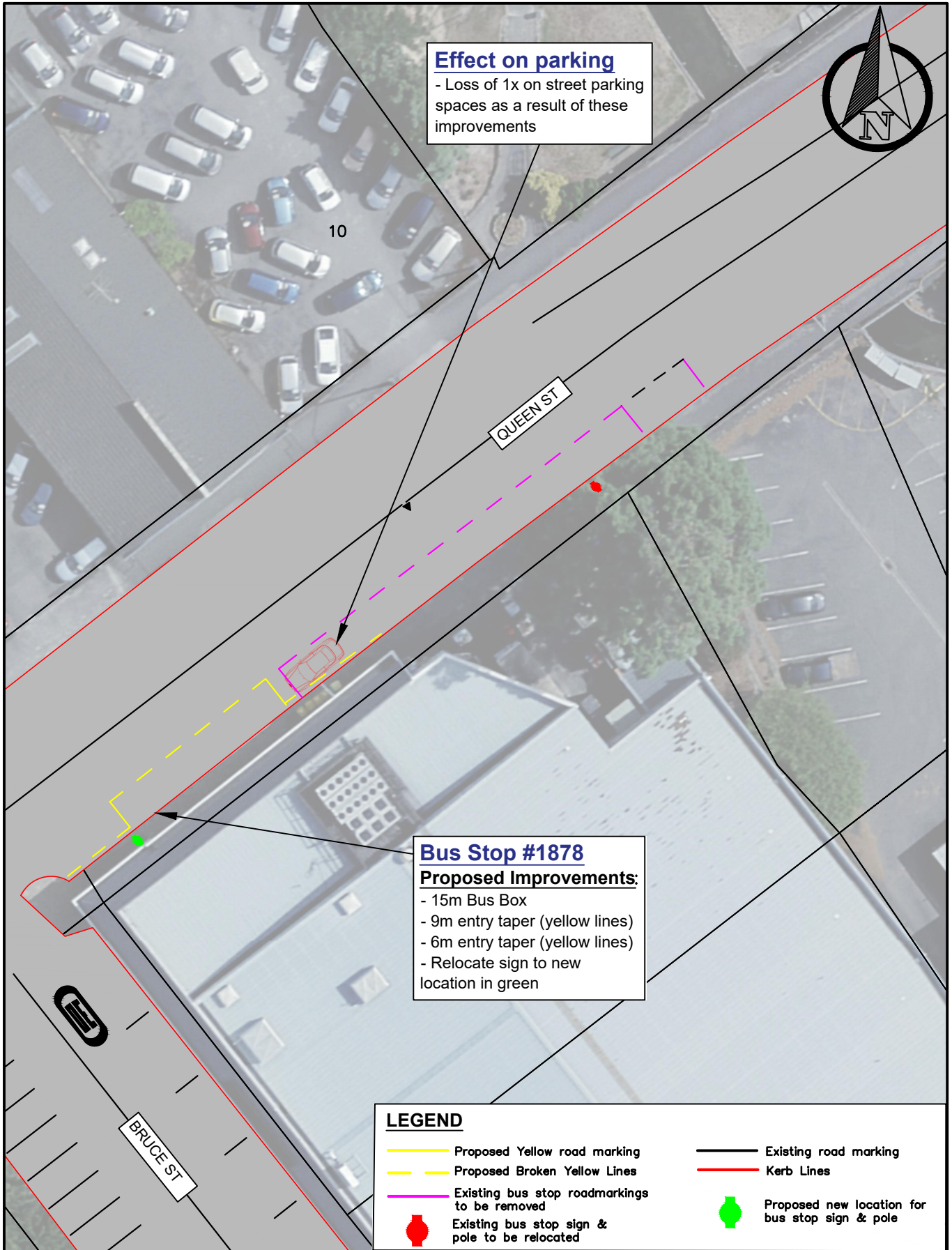
FOR CONSULTATION

Drawn:	Designer: AS
Drafting Check	Design Check
Scale: (A4 1:300)	

Project:	Proposed Bus Stop Improvements - Route 200 Worksop Rd Bus Stop near Dixon St Roundabout #1856
Original Size	A4
Drawing No:	RT200-BS1856-013

General Notes:
 1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 3. All reasonable efforts are made to ensure the currency and accuracy of the information provided



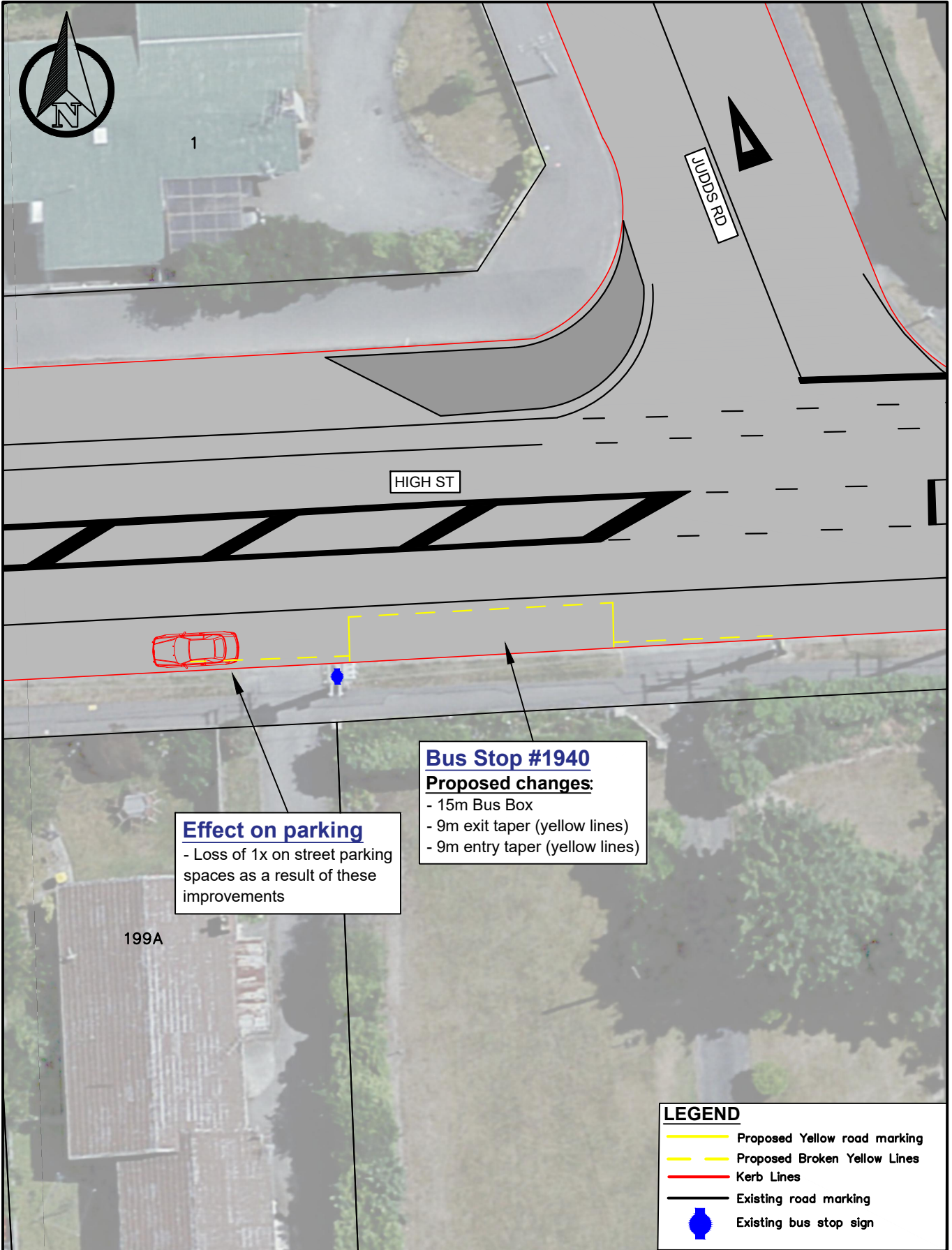


FOR CONSULTATION

Drawn: AS	Designer: AS	Project: Proposed Bus Stop Improvements
Drafting Check	Design Check	Queen St Bus Stop near Bruce St
		#1878
Scale: (A4 1: 400)		Original Size A4 Drawing No: RT200-BS1878-017

- General Notes:
- All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 - All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 - All reasonable efforts are made to ensure the currency and accuracy of the information provided





Effect on parking
 - Loss of 1x on street parking spaces as a result of these improvements

Bus Stop #1940
Proposed changes:
 - 15m Bus Box
 - 9m exit taper (yellow lines)
 - 9m entry taper (yellow lines)

LEGEND	
	Proposed Yellow road marking
	Proposed Broken Yellow Lines
	Kerb Lines
	Existing road marking
	Existing bus stop sign

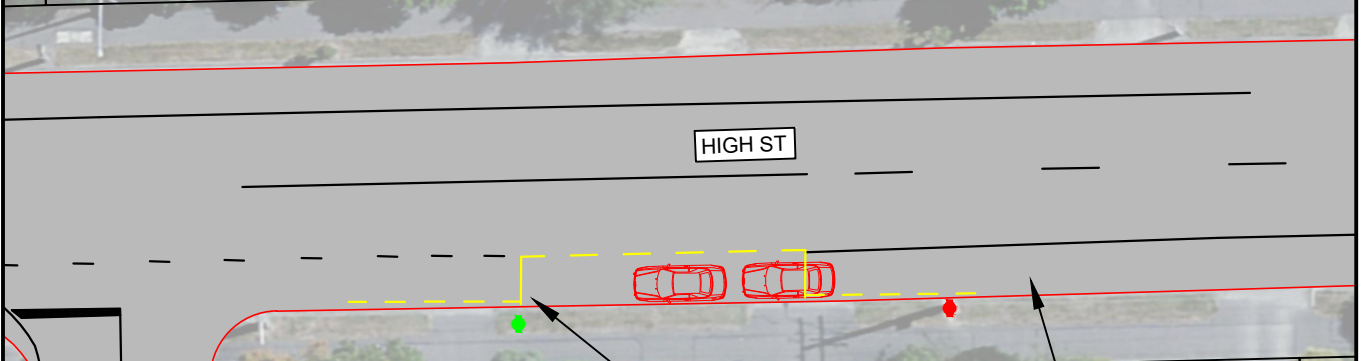
FOR CONSULTATION

Drawn: AS	Designer: AS
Drafting Check	Design Check
Scale: (A4 1:300)	

Project:	Proposed Bus Stop Improvements
	High St Bus Stop near Judds Rd
	#1940
Original Size	A4
Drawing No:	RT200-BS1940-019

- General Notes:
1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 3. All reasonable efforts are made to ensure the currency and accuracy of the information provided





Bus Stop #1941
Proposed changes:
 - Bus Box shifted by 18.9m
 - 15m Bus Box
 - 9m exit taper (yellow lines)
 - 9m entry taper (yellow lines)
 - Bus stop (and sign)
 relocation to outside #169

Existing Bus Stop #1941

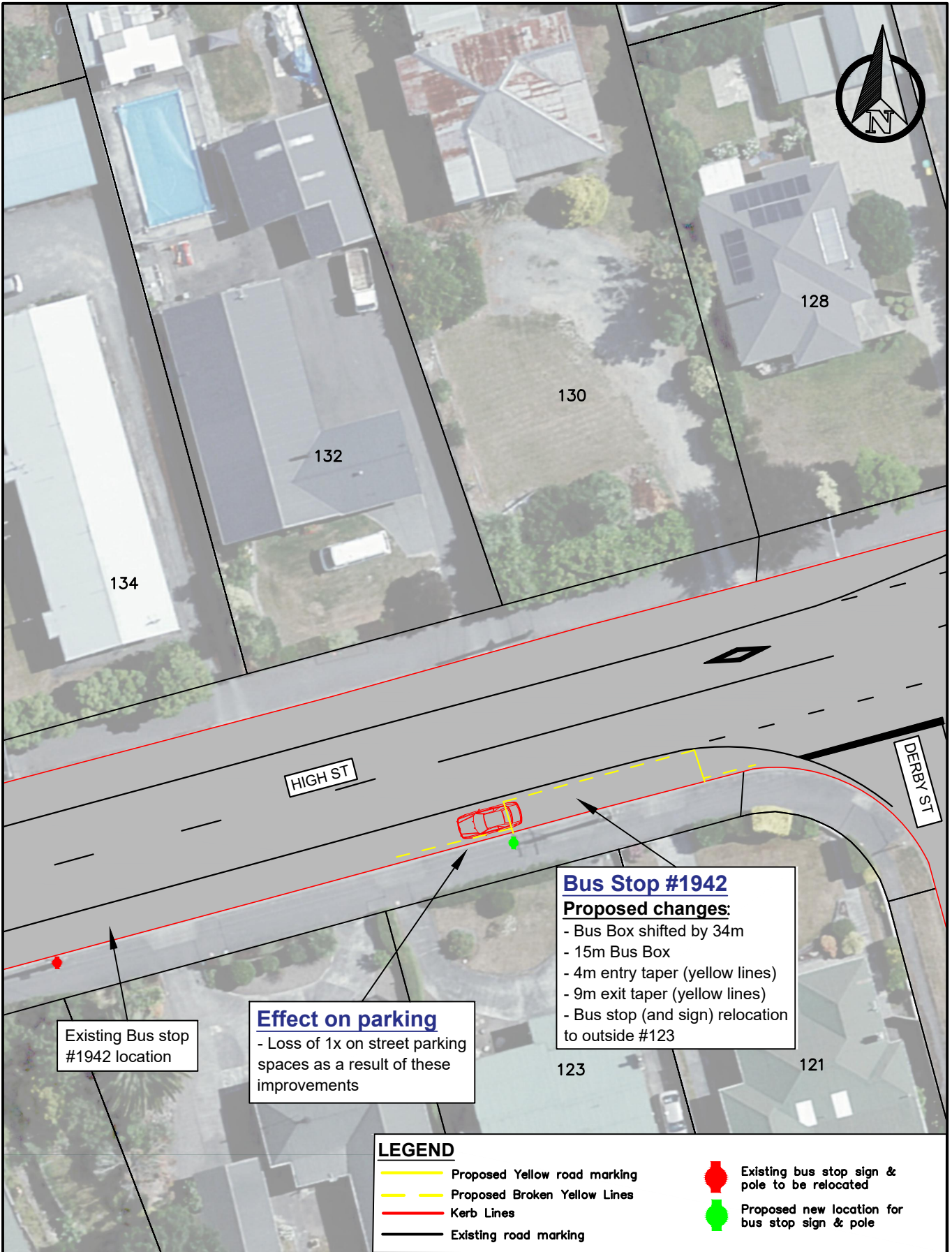
LEGEND

- Proposed Yellow road marking
- Proposed Broken Yellow Lines
- Kerb Lines
- Existing road marking
- Existing bus stop sign & pole to be relocated
- Proposed new location for bus stop sign & pole
- Existing bus stop sign

FOR CONSULTATION	Drawn: AS	Designer: AS	Project: Proposed Bus Stop Improvements High St Bus Stop near Manchester St #1941
	Drafting Check	Design Check	
	<p>Scale: (A4 1:400)</p>		
		Original Size: A4	Drawing No: RT200-BS1941-004

General Notes:
 1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 3. All reasonable efforts are made to ensure the currency and accuracy of the information provided





Existing Bus stop #1942 location

Effect on parking
- Loss of 1x on street parking spaces as a result of these improvements

Bus Stop #1942
Proposed changes:
- Bus Box shifted by 34m
- 15m Bus Box
- 4m entry taper (yellow lines)
- 9m exit taper (yellow lines)
- Bus stop (and sign) relocation to outside #123

LEGEND

- Proposed Yellow road marking
- - - Proposed Broken Yellow Lines
- Kerb Lines
- Existing road marking

- Existing bus stop sign & pole to be relocated
- Proposed new location for bus stop sign & pole

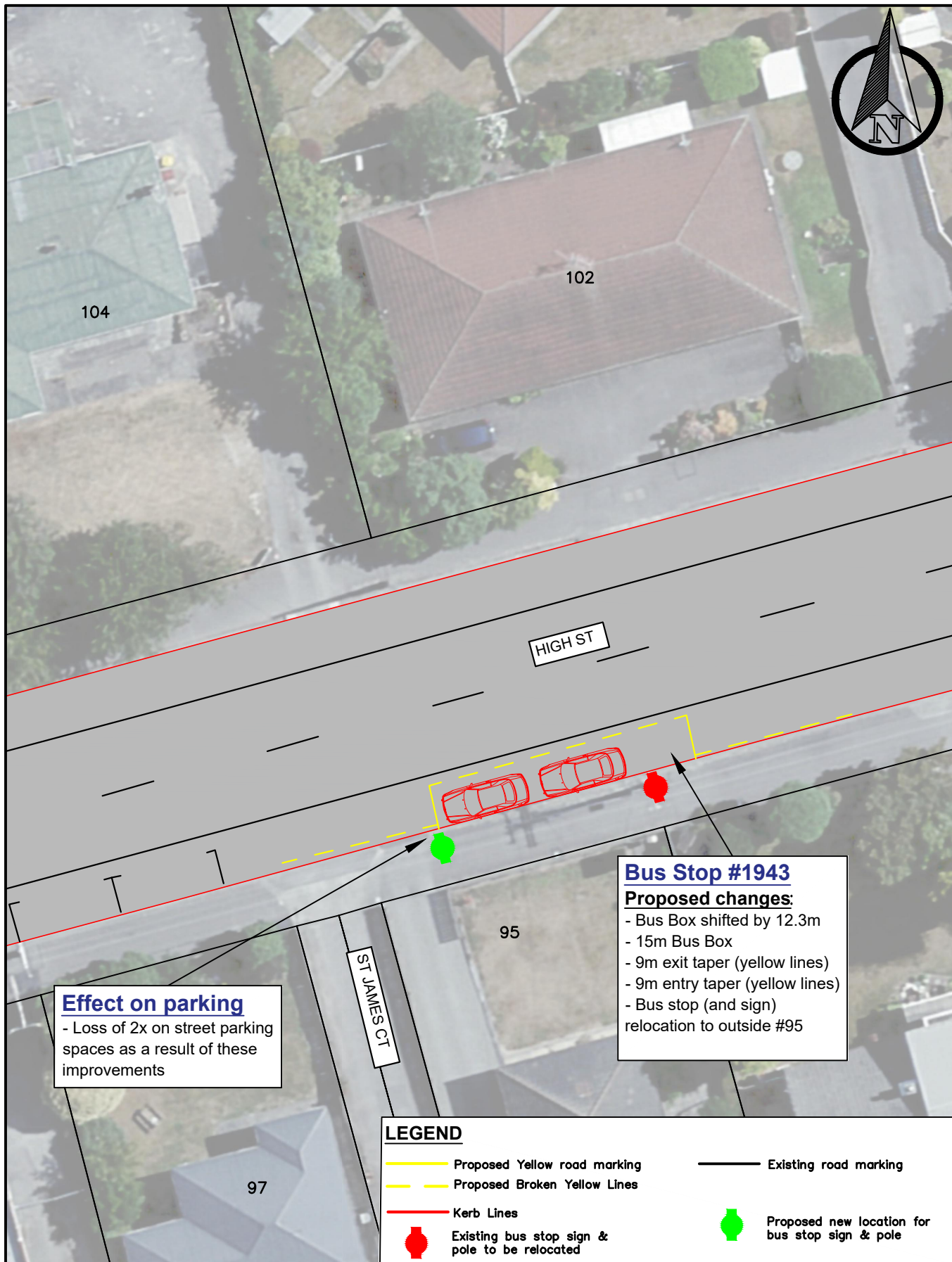
FOR CONSULTATION

Drawn: AS	Designer: AS
Drafting Check	Design Check
Scale: (A4 1: 400)	

Project:	Proposed Bus Stop Improvements
	High St Bus Stop near Derby St
	#1942
Original Size	A4
Drawing No:	RT200-BS1942-020

- General Notes:
- All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
 - All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
 - All reasonable efforts are made to ensure the currency and accuracy of the information provided





Effect on parking

- Loss of 2x on street parking spaces as a result of these improvements

Bus Stop #1943

Proposed changes:

- Bus Box shifted by 12.3m
- 15m Bus Box
- 9m exit taper (yellow lines)
- 9m entry taper (yellow lines)
- Bus stop (and sign) relocation to outside #95

LEGEND

- Proposed Yellow road marking
- Proposed Broken Yellow Lines
- Kerb Lines
- Existing bus stop sign & pole to be relocated
- Existing road marking
- Proposed new location for bus stop sign & pole

FOR CONSULTATION

Drawn:	Designer: AS
Drafting Check	Design Check
Scale: (A4 1: 300)	

Project: Proposed Bus Stop Improvements
High St Bus Stop near St James Court
#1943

Original Size: A4 Drawing No: RT200-BS1943-021

General Notes:

1. All dimensions are in Metres. All dimensions are not to be scaled off the drawings - the contractor is to contact the engineer if there are any discrepancies
2. All works to comply with NZTA's Manual of Traffic Signs and Markings (MOTSAM)
3. All reasonable efforts are made to ensure the currency and accuracy of the information provided



To:	Her Worship the Mayor and Councillors
From:	Lisa Matthews, Positive Ageing Strategy Co-ordinator
Endorsed by:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Membership to the World Health Organisation's Global Network for Age-Friendly Cities and Communities
DECISION	
<p>Recommendation:</p> <p>That Council agrees to lodge an application for regional membership, with Carterton District Council and South Wairarapa District Council, to the World Health Organisation's Global Network for Age-Friendly Cities and Communities.</p>	

Purpose

The purpose of this report is to seek Council agreement to lodge an application for regional membership, with Carterton District Council and South Wairarapa District Council, to the World Health Organisation's Global Network for Age-friendly Cities and Communities.

Context

In 2019, the three Wairarapa District Councils (Masterton District Council, Carterton District Council and South Wairarapa District Council) launched Te Hōkai Nuku, the Wairarapa Region Positive Ageing Strategy (the Strategy). The development of the Strategy was guided by extensive engagement with the community, council staff and Councillors. This work was funded by Te Tari Kaumātua, the Office for Seniors, as part of their Age Friendly Aotearoa New Zealand programme.

The decision to support the World Health Organisation's Global Network for Age-friendly Cities and Communities through membership of the Age Friendly Aotearoa New Zealand programme is a demonstration of the New Zealand Government's commitment to the World Health Organisation's Global Network for Age-friendly Cities and Communities.

Furthermore, the Government's national strategy *Better Later Life – He Oranga Kaumātua 2019 to 2034* and the Strategy derive from the framework of the WHO's Age Friendly City and Communities Framework and associated Global Network for Age-friendly Cities and Communities (GNAFCC).

The GNAFCC was established by the WHO in 2010 to connect cities, communities and organisations worldwide with the purpose of making their communities great places to grow older in. There are 1,300 members from 51 countries.

The GNAFCC helps cities and communities support active and positive ageing by better addressing older people’s needs across eight dimensions: the built environment, transport, housing, social participation, respect and social inclusion, civic participation and employment, communication, and community support and health services.

The Positive Ageing Strategy Co-ordinator is a member of the informal national Age Friendly Network.

Analysis and Advice

A Wairarapa regional membership of the GNAFCC is proposed with Carterton District Council and South Wairarapa District Council.

By applying for GNAFCC membership, the three Wairarapa District Councils are:

- further demonstrating their commitment to ensuring that the Wairarapa region will be a place where our kaumātua/older residents lead valued, connected and fulfilling lives.
- giving greater profile to the Strategy and its work. A communications plan will be activated if the application is successful.
- enabling access to resources and information that are available through the GNAFCC that will support the work of the Strategy and its implementation.
- responding to the advice of Te Tari Kaumātua, the Office for Seniors that funded the development of the Strategy. The Office is in support of an application by the Wairarapa region to become a member of the GNAFCC. It believes that Councils will benefit by joining as it both signals a community’s commitment to becoming age friendly and it provides a platform to share information and showcase innovation and good practice.

Other Aotearoa New Zealand councils that have joined the GNAFCC include New Plymouth District Council (2018), Hamilton City Council (2018), Gore District Council (2020), Nelson City Council (2022) and Auckland City Council (2022). The GNAFCC have suggested that the three Wairarapa District Councils should join as a region (as opposed to separately at a District level) to correspond with the regional Strategy.

If the Council agrees to progressing lodging an application for this membership, Carterton District Council will apply on behalf of the three Wairarapa District Councils, with the Positive Ageing Strategy Co-ordinator being the designated contact person for this process (the current Co-ordinator is employed by Carterton District Council).

The majority of the work required to be eligible for membership of the GNAFCC is already complete with the development and adoption of the Strategy. Ongoing membership responsibilities are minor and can be managed by the Positive Ageing Strategy Co-ordinator. There is no cost for membership.

Membership requirements of the GNAFCC

Sharing and promoting the values and principles of the WHO Age - friendly Cities approach	Reflected by the Positive Ageing Strategy
Committing to and implementing the four steps to create age-friendly local environments.	Reflected by the Positive Ageing Strategy
Actively participate in the GNAFCC by:	Managed by the Positive

<ul style="list-style-type: none"> - Sharing resources including: <ul style="list-style-type: none"> - reports on progress, - age friendly practices that are developed, - guidelines and tools - Keeping the Wairarapa profile page up to date. 	Ageing Strategy Co-ordinator
--	------------------------------

Options Considered

Option 1. That the Council agrees to lodge an application for regional membership, with Carterton District Council and South Wairarapa District Council, to the World Health Organisation’s Global Network for Age-Friendly Cities and Communities.

The benefits to the Council agreeing to submit a regional application to GNAFCC are:

- That the Council will be further demonstrating Council commitment to its kaumātua/older residents, and will extend the profile of Strategy.
- That the Council will be putting into effect one of the core values of the Strategy which promotes the strength of working collaboratively.
- That the Council and staff will be able to access the resources and information that are available through the GNAFCC.
- That the Council and the work of the Strategy will benefit from information and resources available to assist in the further development of the Strategy and its yearly workplan.
- That the partnership with the Office for Seniors will be strengthened by this application.
- That the application being region wide will strengthen the work all three Councils are doing in the Wairarapa.
- The ongoing commitments are minimal and can be managed by the Positive Ageing Strategy Co-ordinator.

Option 2. The Council does not support submitting a regional application to GNAFCC

The implications of this Option are

- That a regional approach cannot go ahead (in line with the Strategy). The other two Councils are in support of this proposal and the proposed membership approach would need to be amended and may not be able to go ahead.
- That there may be impact in regard to the relationship with the Office for Seniors who support membership for councils with an age friendly policy.
- That the Council has less access to information and resources that support the work of the Strategy.

Recommended Option

Option 1 is recommended. Membership of the GNAFCC will bring a number of benefits to the Council including the opportunity to further promote and show commitment to the Strategy; access to information and resources that will support the work of the Strategy; and further extend the Council’s relationship with the Office for Seniors. Membership correlates to one of the key values of

the Strategy, that is, to build on what already exists and enable collaboration for better outcomes for the older persons of the Wairarapa.

Summary of Considerations

Strategic, Policy and Legislative Implications

The WHO's Age Friendly Cities Framework forms the international framework for both the national strategy *Better Later Life – He Oranga Kaumātua 2019 to 2034* and the Wairarapa-local Strategy. Membership of the associated Network will demonstrate Council's commitment to the Strategy.

Significance, Engagement and Consultation

The decision to apply for GNAFCC membership was assessed as not being significant under the Significance and Engagement Policy as it does not relate to a strategic asset or a significant change in level of service. It won't impact on debt, rates or budgets.

Communications/Engagement

If the Council agree to this membership, and the membership goes through in partnership with Carterton District Council and South Wairarapa District Council, updates will be made to each council website reflecting its membership and it will be promoted through the Positive Ageing Strategy communications.

Financial Considerations

There are no financial implications as there is no cost for membership and very minor membership responsibilities that can be managed as part of the workload of the Regional Positive Ageing Strategy Co-ordinator.

Implications for Māori

The Strategy celebrates the cultural diversity of the Wairarapa including as a Goal that *Our Community is proud of and inclusive of all cultures*.

Environmental/Climate Change Impact and Considerations

Whilst there are no direct environmental and climate impacts, activities in the Parks and Open Spaces Strategy are about looking after and protecting our green space, which was of high importance to older people throughout the Positive Aging Strategy engagement process.

Next Steps

If Council agrees with the proposed resolution in this report, an application will be made to the World Health Organisation's Global Network for Age-friendly Cities and Communities this year. The application will require a signed letter of support from each Mayor of the three Councils. If the application is successful, then the Strategy will be loaded on the Global Network for Age-friendly

Cities and Communities website and the Councils' membership and the Strategy will be promoted publicly.

To:	Mayor and Elected Members
From:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Risk Management Policy Adoption
DECISION	
Recommendation: That Council adopts the Risk Management Policy (Attachment 1 to Report 121/22)	

PURPOSE

This report recommends that Council adopts the Risk Management Policy.

CONTEXT

Council adopted a revised Risk Management Policy on 25 September 2019. Following workshops held with Elected Members on 10 November 2021 and 3 August 2022 the Risk Management Policy has been updated. The Risk Management Policy and the Corporate Risk Register were discussed with the public excluded at the Audit and Risk Committee meeting on 17 August 2022. The Committee recommended “that Council adopts the updated Risk Management Policy with amendments to the Recording and Reporting, Communication and Consultation, and Roles and Responsibilities sections as discussed”

The amendments to the Policy that were proposed by the Audit and Risk Committee have been incorporated into the Policy that is now attached for adoption (Attachment 1).

DISCUSSION

The Policy update includes:

- A comprehensive update to the new framework.
- Update to definitions and risk principles.
- Addition of a Risk Statement.
- Inclusion of processes as agreed with Council.
- It also leverages ISO 31000:2018 standard and good practice guidance for risk management.
- Three new areas that have been added to the Risk Policy and Register:
 - i. Trust and Reputation;
 - ii. Impact of COVID;
 - iii. Government Reforms.

Strategic, Policy and Legislative Implications

Council's Risk Policy provides context and framework for how risks will be managed at MDC. It supports the organisation to ensure that strategic, policy and legislative responsibilities are met. Risk management will be governed by a common set of principles aligned to the joint AS/NZS ISO 31000:2018 Risk Management Guidelines.

Significance, Engagement and Consultation

The decision to adopt the updated Risk Management Policy is not significant in terms of Council's Significance and Engagement Policy. However, it is a key tool for ensuring that MDC identifies, manages and mitigates risks.

Financial Considerations

There is no financial consequence to the decision to adopt the updated Risk Policy

Treaty Considerations/Implications for Māori

No Treaty considerations or implications specific to Māori have been identified in relation to the adoption of the Risk Policy.

Communications/Engagement Plan

The Risk Management Policy will be communicated to staff.

Environmental/Climate Change Impact and Considerations

There are no environmental or climate change impacts or considerations in the adoption of the Risk Policy.



Risk Management Policy

Applicable to:	All employees
Issued by:	Chief Executive
Policy Number:	MDC038
Last Approved:	25 September 2019
Review Date:	14 September 2022
Contact Person	Manager People & Culture

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PURPOSE

The purpose of the Risk Management Policy is to provide the context and framework for how risks to Masterton District Council (MDC) will be managed.

The Policy provides a framework to effectively manage risks inherent to the Council's operation which can affect the achievement of its goals and objectives by:

- Ensuring risk-based information is available to support good decision-making
- Providing assurance that risks are being appropriately addressed and managed
- Ensuring compliance with legislation and regulations

SCOPE

This policy applies to all MDC employees and business activities. It defines the responsibilities of MDC employees to form and maintain the framework and use it to make sound decisions in alignment with business objectives.

DEFINITIONS

The following definitions are included in *ISO 31000:2018 Second Risk management – Guidelines*

Definition	Detail
risk	effect of uncertainty on objectives
risk management	coordinated activities to direct and control an organization with regard to risk
stakeholder	person or organization that can affect, be affected by, or perceive themselves to be affected by a decision or activity
risk source	element which alone or in combination has the potential to give rise to risk
event	occurrence or change of a particular set of circumstances
consequence	outcome of an event affecting objectives
likelihood	chance of something happening
control	measure that maintains and/or modifies risk

The following definitions are included in the context of MDC

Risk management framework	A set of components that provide the foundations and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout Council
Risk attitude	Council's approach to assess and eventually pursue, retain, take or turn away from risk
Risk threshold	The amount and type of risk that Council is willing to accept in pursuit of its objectives
Risk tolerance	The maximum risk that Council is willing to take regarding each relevant risk
Level of risk	The magnitude of a risk or combination of risks expressed in terms of the combination of consequences and their likelihood
Project	A series of interrelated activities undertaken to accomplish a specific goal or end result with specific start and end points (not ongoing)

RISK MANAGEMENT PRINCIPLES

Risk management will be governed by a common set of principles, aligned to the joint AS/NZS ISO 31000:2018 Risk management - Guidelines. These principles should be considered for all risk management activities undertaken within MDC:

- **Integrated** – risk management is an integral part of all the Council's activities
- **Structured and comprehensive** – the Council's approach to risk management contributes to consistent and comparable results
- **Customised** – the Council's risk management framework and processes are customised and proportionate to the external and internal context related to the Council's objectives
- **Inclusive** – appropriate and timely involvement of the Council's stakeholders enables their knowledge, views, and perceptions to be considered. This results in improved awareness and informed risk management to inform decision-making, prioritise actions and distinguish alternative courses of actions
- **Dynamic** – risk management anticipates, detects, acknowledges, and responds to those changes and events in an appropriate and timely manner
- **Best available information** – the inputs to risk management are based on historical and current information, as well as on future expectations. Risk management explicitly considers any limitations and uncertainties associated with such information and expectations, Information should be timely, clear, and available to relevant stakeholders.
- **Human and cultural factors** – significantly influence all aspects of risk management at each level and stage
- **Continual Improvement** – risk management is continually improved through learning and experience

ISO 31000:2018(E)

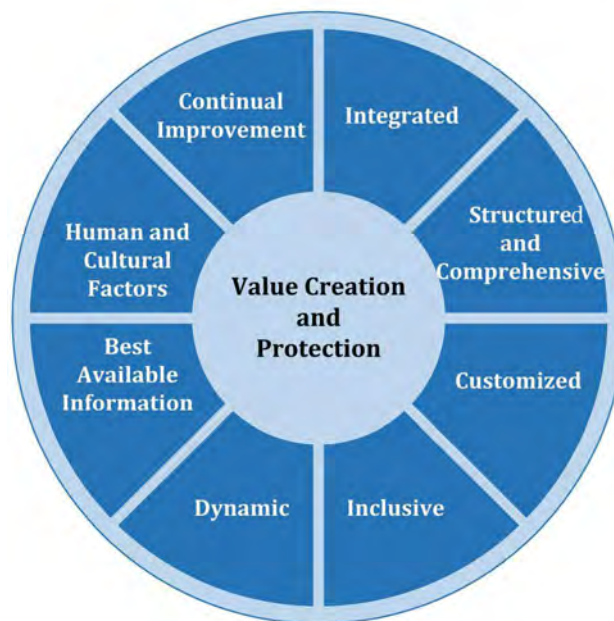


Figure 2 — Principles

RISK MANAGEMENT OBJECTIVES

The objective of the risk management process is to identify risks faced by MDC and to analyse and evaluate these risks. The outcome of this evaluation is to be used to:

- emphasise the importance of continuing to provide MDC's core services and manage inherent risks; and
- continually identify improvements required to MDC services to avoid risk events or minimise their impact or to realise identified opportunities

The main policy objectives of managing risk at MDC are to:

- enhance MDC's ability to achieve business objectives
- maintain the integrity of services
- safeguard assets, people, finances and property
- create a culture where all employees accept responsibility for managing risk
- ensure that MDC can adequately and appropriately deal with risk and issues as they occur
- demonstrate transparent and responsible risk management processes which align with and demonstrate good governance
- identify opportunities and promote innovation and integration
- utilise risk management process outputs as inputs into MDC decision-making processes
- record and maintain a risk management framework aligned with the AS/NZS ISO 31000:2018 standard:



Figure 3 — Framework

RISK STATEMENT

Risk management is the responsibility and duty of everyone at MDC.

The process of identifying and managing risks remains at the core of all processes to ensure that Council can meet its long-term goals and strategy.

Everyone at Council should be empowered to identify risks and have the tools available to be able to bring these to the attention of Management and Council.

This Policy will ensure that risks are identified, reported, and managed appropriately.

RISK TOLERANCE & THRESHOLDS

Risk appetite / attitude is defined as an "organisation's approach to assess and eventually pursue, retain, take or turn away from risk." (2008 Standard).

Risk tolerance is the maximum risk that Council is willing to take regarding each relevant risk.

Risk threshold at the Council level sets strategic risk decisions. At the executive level, risk threshold translates into a set of procedures to ensure that risk receives adequate attention when making tactical decisions. At the operational level, risk threshold dictates operational constraints for routine activities

In defining MDC's acceptable level of risk, Council will consider the following:

- What is the community's attitude to a loss of level of service?
- What does it cost Council to minimise risk exposure?
- What time and resources are Council willing to commit to minimise risk exposure?
- What level of risk requires immediate action?
- What level of risk requires a formal response strategy to avoid the risk event or minimise its impact?
- What events have occurred in the past, at what level were they managed, and what were the impacts?
- Is Council comfortable with current risk levels, or do they feel they are taking too many, or not enough, risks?
- What are the consequences of not mitigating the risk?
- What are critical assets, important assets and other assets, and include appropriate risk assessments in the relevant Asset Management Plans

Classification of Councils appetite for risk is aligned to the Office of the Auditor Generals categories:

- Risk seeking
- Risk accepting
- Risk neutral
- Risk limiting
- Risk adverse

RISK HIERARCHY

Risks are identified and managed at different levels in the organisation in line with the responsibilities, abilities and skills of the staff, and the specific nature of many key risks.

Corporate risks are more strategic in nature or an aggregation of more discrete risks and warrant ongoing oversight by Council / Audit and Risk Committee.

Operational or Activity risks are managed within specific constraints and escalated as required. They are often aligned to specific activities may be consider in terms of the overall organisational impact. Business continuity planning has strategic and operational components

Specific risks (or evidence of weaknesses in controls) may arise periodically. Often these may be linked to a high value project, or a discrete issue and additional risk management activity will be performed

Emerging risks are risk that could impact Council, but the nature of those risks is uncertain. Examples include change government legislation and longer-term impacts of COVID.

Corporate Risks

Corporate risks are identified and managed by the Chief Executive and Strategic Leadership Team (SLT). The focus of corporate risks is more likely, but not exclusively, to be on:

- external influences affecting MDC's effective operation
- risks that are common to more than one activity
- risks around MDC's ability to meet service levels, react to emergencies and support the activities or specific projects
- the most critical activities and specific risks
- impacts of central government reforms

Corporate risks will also summarise or combine a number of activity or specific risks e.g. inadequate project management. These risks can be evaluated for each activity and the combined results used to form a corporate risk view.

Operational / Activity Risks

Activity risks are pertinent to both a higher, corporate level, and to a more detailed asset specific level. They may reflect corporate level risks applied specifically to the activity e.g. lack of resources in the activity or impact of IT failure on the activity. Activity risks may require more specific risk analyses to better quantify the actual risk faced.

Activity risks are best identified and managed by third tier managers and their teams and are included in Asset Management Plans or business plans. The focus of these risks are more likely, but not exclusively, to be on:

- external and corporate influences impacting the activity
- risk events that impact on operational efficiency, meeting standards and expectations, and promoting innovation and improvements; and
- specific risks affecting the most critical activities and assets.

Specific Risk Analysis

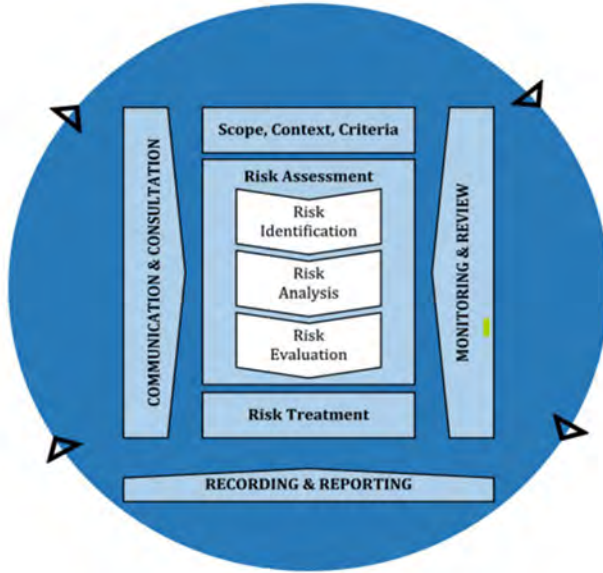
Specific risk analyses might be carried out as a legislative requirement (e.g., water supply public health risk management plan) or because a more detailed risk analysis is required due to the potential to impact risks identified at the activity or corporate level e.g., high cost/profile projects, activities critical to upkeep or restoration of service levels, or important to the minimisation of a major or catastrophic risk event. The risks may also be of a short-term nature e.g., office relocation, infrastructure project or specific legislation introduction.

Emerging Risk Analysis

Emerging risk analyses requires a future and outwards focused view of the wider geopolitical environment and emerging trends. As threats or opportunities are recognised a decision must be made whether to actively engage in or detailed impact analysis or to maintain a watching brief.

RISK MANAGEMENT PROCESS

The process for risk management is aligned to ISO 31000:2018 Risk Management – Guidelines as illustrated:



The corporate risk register is aligned to this process and extracts from the risk management template are included for reference.

For MDC the following assessment is followed for each risk.

Scope & Context

The process requires risks to be understood in terms of scope and context and relevant criteria established.

In assessing the external context the following factors are considered and rated:

Social, cultural, political, economic, and environmental factors	Degree of Public interest in risk
Legal, regulatory, financial and technological constraints	Mandated requirement to manage risk
Stakeholders' perceptions, values, needs and expectations	Degree of Community interest in risk
Contractual relationships and commitments	Impact of existing arrangements
Degree of difficulty and dependencies	Level of complexity

In assessing the internal context the following factors are considered and rated:

Governance, organisational structure, roles and responsibilities	Expected degree of oversight
Strategy, objectives and policies	Relevance to delivering strategy
Capabilities, understood in terms of resources and knowledge	Capabilities required to manage effectively
Information systems	Knowledge required to manage effectively
Interdependencies and interconnections	Level of complexity

Additionally the risk is assessed in the context of impact on outcomes, the ability to achieve our vision and cultural impact:

	Masterton/Whakaoriori...
An engaged and empowered community	Is a positive, strong, inclusive and self-determining community with equitable opportunities for everyone
Pride in our identity and heritage	Values the place and role of tangata whenua and is proud of our cultural identity and heritage
A sustainable and healthy environment	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	Has a strong, sustainable economy that supports our people and places
Efficient and effective infrastructure	Has high quality and cost-effective infrastructure that meets the current and future needs of our community

The scope of the process and understanding the internal and external context (ISO 31000:2018 6.3.1-6.3.3) is assessed for each factor using a high, medium and low rating.

Criteria

The definition of criteria to evaluate the significance of risk and support decision making in accordance with the standard (ISO 31000:2018 6.3.4) considers a range of consequences including both primary and secondary impacts:

Financial	Risks related to the financial management of MDC and the ability to fund Council activities and operations now, and into the future, including external factors.
Health, Safety & Wellbeing	Risks related to keeping the community and MDC staff safe.
Reputation/ Image	Risks that affect the way Council and Council personnel are perceived:
Operations and Service Delivery	Risks associated with the operation of MDC facilities and the delivery of services to the community.
Environmental/ Statutory	Potential or actual negative environmental or ecological impacts, regardless of whether these are reversible or irreversible in nature
Strategic / Political	Risks aligned to political changes and confidence at a local or national level.
Regulatory / Compliance	Risks event that results in MDC unknowingly or knowingly breaching statutes and stipulations or exposed to liability.
Community Relationships	Risks relating to maintaining productive relationships with Iwi and the wider community
Technology	Risks relating to the technology necessary to operate and protection of data and information
Disaster event, including hazards, exposure and vulnerability	Risks relating to the ability to respond to disaster events and recovery in a timely manner
Projects / Contracts	Risks relating to management and delivery of projects and management of key contracts
Capacity, Capability and Competency	Risks relating to the ability to secure, retain and train key staff

These are rated in terms of impact from most critical:

- Catastrophic
- Major
- Moderate
- Minor
- Insignificant

The detailed criteria for factors and consequence is appended

Risk Assessment

Risk assessment follows the process of analysis and evaluation in the standard (ISO 31000:2018 6.4).

As standard "bow tie" analysis of potential causes and effects is created and maintained.

Risks are further classified aligned to the broad hierarchy above across

Compliance	Meet or exceed compliance with legislation and regulation
Strategic	Enable and facilitate strategic outcomes & objectives
Performance	Deliver high profile projects or priorities
Operational	Ensure continued effective & efficient operations
Emergent	Monitor and respond to emerging and novel risks

Inherent / Residual Risk Assessment

The risk analysis involves a inherent risk assessment and a residual risk assessment, based on the likelihood and consequence.

The inherent risk identifies the likelihood and consequence of that risk based on that the assumption controls or mitigants (risk treatments) are not in place and effectively describe the worst-case scenario for any risk.

The residual risk assessment reflects the current assessment of the level of risk, taking into consideration the various controls and other mitigation measures the organisation has in place.

The effectiveness of controls (control risk self-assessment) is regularly monitored to validate the residual risk assessment (see monitoring & review).

The risk matrix is appended

Likelihood

It is noted that many risks of Council are more complex in nature and assessment is more subjective and qualitative in nature. Few quantitative techniques can be leveraged so assess the likelihood or probability. In considering the potential for risk to occur the following dimensions are evaluated:

Time Horizon	The likelihood of a risk is relative to how soon it could occur (or proximity)
Volume	The likelihood of a risk is relative to how much (or density) of the activity is undertaken
Frequency	The likelihood of a risk is relative to how frequently the activity is undertaken
Volatility	The likelihood of a risk is relative to how complex or difficult the activity is
Overall	Overall likelihood of a risk occurring having regard to history, proximity, density, and volatility...

The detailed measures for likelihood are appended

Risk Approach

Risk appetite (tolerance), indicators and thresholds are recorded

Having regard to both the inherent / residual risk and risk appetite an agreed approach to management is derived

Low	Managed by routine procedures
Medium	Managed by periodic monitoring & procedures
High	Actions and intervention required relevant to the risk Periodic monitoring required by leadership team
Very High	Urgent action and intervention required Regular periodic monitoring required by leadership team
Critical	Immediate action and intervention required Ongoing monitoring required by Chief Executive

The risk approach provides direction and prioritisation for discrete risk management activities and can be used to focus oversight

Risk Treatment

Risk treatments are activities to both reduce the likelihood and / or consequence of a risk event occurring. Whilst not specifically referenced in the latest standard it can be useful to distinguish between controls (an action that reduces the likelihood of an event occurring – e.g., a car alarm) and a mitigant (an action that reduces the consequence of the event – e.g., car insurance).

Controls for each risk are recorded and a periodic assessment of their effectiveness is performed.

Note control risk self-assessment may be a desk top exercise having regard to actual events or more active testing to validate the control e.g., security penetration testing

Mitigants are recorded or referenced as appropriate

Cost of Control

It is noted that the cost of control can be significant and that reducing the likelihood to the minimum level may not be desirable, feasible or economic. Controls must therefore be aligned to the overall risk appetite

Alternate Mitigation Techniques

Whilst insurance is a recognised mitigant and provides compensation for financial loss of an event or mitigation techniques exist.

In most instances Council cannot eliminate risk by discontinuing an activity or transfer the risk to a third party however the opportunity to reduce risk by alternate means should be considered where possible.

Risk Actions

Are distinct from risk treatments and recognise the fact that a continuous improvement process must be in place for risk management. Thus, risk actions are a record of task / actions allocated to a named individual to be completed by a specified date to enhance risk management.

Tracking & Progress

Periodic review of progress against actions will be performed and the Audit & Risk Committee updated on those risks reported to the committee. As risk management must be embedded into operational activities appropriate risk updates and reviews will be incorporated into SLT reporting, team meetings and project updates as appropriate

Improvement Plans

Where actions identified through the process can be identified as part of a wider programme of work e.g., a specific asset management plan they can be managed in line with those plans. Where it is practical and economic to address multiple actions through a programme of work this may be considered e.g., a wider security improvement programme. Where critical or urgent actions are identified these actions should not be deferred unnecessarily.

RECORDING & REPORTING

The standard requires regular and periodic reporting. As noted above regular updates and progress will be provided to the Audit & Risk Committee. This will include quarterly reports on all critical risks and movements between risk categories, with commentary on key movements, and the full corporate register will be reported to the Committee annually. Operational reporting will be incorporated into SLT reporting, team meetings and project updates as appropriate.

MONITORING & REVIEW

The standard requires regular and periodic monitoring and review. It is expected that any material changes to the risk analysis is updated as soon as that information is available. As a minimum the most significant and strategic risks will be formally reviewed by SLT quarterly.

In reviewing the risks, the following must be considered:

- changes to the operating environment / emerging risks
- changes to operating requirements / service levels (LTP / Annual plan processes)
- changes to stakeholder perceptions and expectations
- changes to strategy / outcomes
- financial constraints
- capability and capacity constraints

COMMUNICATION & CONSULTATION

The standard requires that MDC establish an approved approach to communication and consultation to support the framework and facilitate the effective application of risk management. Communication involves sharing information with targeted audiences. Consultation also involves participants providing feedback with the expectation that it will contribute to and shape decisions or other activities.

Communication and consultation must be timely and ensure that relevant information is collected, collated, synthesised, and shared, as appropriate, and that feedback is provided, and improvements are made.

Activities include but are not limited to:

- involvement of key staff in regular reviews of the risk analysis and assessment
- a highly visible risk register
- implementation of tools to enable any and all staff to report risks / events
- suitable risk management training for appropriate staff
- risk awareness training e.g., cyber security awareness for all staff and any person accessing the council network
- conversation and engagement with wider stakeholder groups as necessary
- identification of critical risks and any movement between risk categories

RISK REGISTER

MDC will maintain an electronic risk register to record risks, analysis, assessment, and actions. At a minimum this will enable all elements of the policy to be recorded and monitored.

ROLES & RESPONSIBILITIES

Elected Members are responsible for strategy, risk appetite and oversight of risk management practices

Audit and Risk Committee's role is to be assured that risks are being identified, mitigated and managed

Chief Executive is responsible for overall implementation of risk management practices

Leadership Team is responsible for integration of risk management practices into operations

Manager People & Culture is responsible for promoting and embedding a risk culture

People Leaders are responsible for managing and monitoring risks in their groups

Project/Asset Managers are responsible for managing specific activity/project/asset risks/critical risks

Risk Owners are responsible for specific risk or risks

All Staff are responsible for everyday identification and management of risks

LIMITATIONS & FURTHER CONSIDERATIONS

Policy Scope

The risk policy and process will ensure that relevant response mechanisms are documented and required for specific risks. This includes business continuity plans, relevant incident management and incident response plans. Whilst regular risk reviews and controls self-assessment should note an assessment of their effectiveness the risk policy does not explicitly define the detailed requirements for those plans.

Management and governance must additionally ensure that those plans are fit for purpose and comply with appropriate standards and guidance.

Issue Management

The risk management standard is primarily concerned with events that **may** happen. As such the standard does not provide substantive guidance on events that **have or are occurring** (issues / key control issues) beyond incorporating information from those events into future risk assessments.

The mechanism of reporting key control issues is outside the scope of the risk policy. Management and governance must agree a mechanism for reporting and monitoring key control issues.

Tools

Neither the standard nor this policy is prescriptive on the tools required to deploy a robust risk management process. The effectiveness of this policy would be enhanced using appropriate technology and provide the traceability and tracking of progress over time.

Standard Limitation (Complex Risks)

It is noted that the standard provides best practice guidance for the management of risks where there is a degree of predictability of outcome or where it can be modelled. It is noted that most emerging risks are complex in nature and there is limited direct correlation between cause and effect.

For risks such as cyber security or human centric risk the concept that a specific event can be directly controlled is more widely recognised as flawed. An acceptance that some risks cannot be directly mitigated moves the focus from ensuring robustness to developing resilience.

As part of the continuous improvement process risk resilience and emerging practice should be incorporated into the risk management process

Learning & Development

It is noted that the standards mandate the requirement for the risk management process to be dynamic and continuously improved. Recognising the size and scale of MDC operations and that risk management is not a dedicated; MDC will require both access to technical expertise and provide learning and development to staff. MDC will require a suitable risk management training programme to be developed for both new starters and existing staff and ongoing risk awareness training to be incorporated into learning and development plans.

APPENDICES

Appendix 1 - Measures for Likelihood

Time Horizon	The likelihood of a risk is relative to how soon it could occur (or proximity)				
Definition	Daily	Weekly	Monthly	Annually	Occasionally
Description	Presently	Short term	Medium term	Long term	Future consideration
Alternative	Potential to occur within next 12 months (Annual Plan Horizon)	Potential to occur in 1- 3 years (LTP planning cycle)	Potential to occur in 4 -10 years (within the LTP)	Potential to occur in 11-30 years (within AMP projections)	Impact largely to impact future generations (potentially estimable via full lifecycle planning)
Value	5	4	3	2	1

Volume	The likelihood of a risk is relative to how much (or density) of the activity is undertaken				
Definition	Very High	High	Medium	Low	Very Low
Description	Very high exposure	Significant exposure	Moderate exposure	Low exposure	Very low exposure
Value	5	4	3	2	1

Frequency	The likelihood of a risk is relative to how frequently the activity is undertaken				
Definition	Very High	High	Medium	Low	Very Low
Description	Very high frequency	Significant frequency	Moderate frequency	Low frequency	Very low frequency
Value	5	4	3	2	1

Volatility	The likelihood of a risk is relative to how complex or difficult the activity is				
Definition	Extremely Variable	Highly Variable	Variable	Less Variable	Predictable
Description	Highly variable, unpredictable and requires new approaches	Varies significantly and highly unpredictable	Varies within a broadly consistent set of constraints	Predictable and routine with limited variation	Highly predictable and routine
Value	5	4	3	2	1

Overall	Overall likelihood of a risk occurring having regard to history, proximity, density and volatility...				
Definition	Almost Certain	Likely	Possible	Unlikely	Rare
Description	Extremely high expectation that the event will occur	High expectation that the event will occur	Strong possibility that the event could occur	Weak possibility that the event might occur	Expectation that the event most likely will not occur
Value	5	4	3	2	1

Values: 1: Lowest to 5: Highest

Appendix 2 - Criteria for factors and consequence

Factor	Description	Catastrophic 5	Major 4	Moderate 3	Minor 2	Insignificant 1
Financial	Risks related to the financial management of MDC and the ability to fund Council activities and operations now, and into the future, including external factors.	Substantial loss resulting in the need to significantly increase rates or debt. Substantial fraud or misappropriation of funds	Major loss resulting in the need to increase rates or debt. Any fraud or misappropriation of funds	Significant loss requiring out of cycle funding. Non compliance with policies (e.g. sensitive expenditure)	Minor loss that can be managed within contingencies or offset by savings	Negligible loss
Health, Safety & Wellbeing	Risks related to keeping the community and MDC staff safe.	Loss of life or ongoing detrimental effects on health and wellbeing	Serious injury or long term detrimental effects on health and wellbeing	Significant injuries or deterioration in wellbeing (requiring time off work) Multiple near misses	Minor injuries or deterioration in wellbeing. Few near misses	Very small or infrequent near miss events
Reputation/ Image	Risks that affect the way Council and Council personnel are perceived:	Insurmountable loss in community confidence	Significant loss in community confidence that will take significant time to remedy	General loss in confidence across the community. Adverse and increasing media coverage	Loss in confidence elements of the community. Adverse media coverage	Limited amounts of negative feedback. Superficial media coverage
Operations and Service Delivery	Risks associated with the operation of MDC facilities and the delivery of services to the community.	Substantial, sustained and widespread loss of service delivery ability impacting a large number of stakeholders	Serious loss of critical operational capability and / or major disruption to service levels	Irruption of service impacting a large number of stakeholders for a significant duration	Irruption of service impacting a number of stakeholders for a small duration	Very small irruption of service impacting a limited number of stakeholders for a very short duration
Environmental/ Statutory	Potential or actual negative environmental or ecological impacts, regardless of whether these are reversible or irreversible in nature	Critical event creating an environmental impact that may be irreversible or has long term adverse impacts	Serious event creating an environmental impact that requires substantial effort to remediate	An event creating an environmental impact that requires significant effort to remediate	Small or technical breach with limited damage than can be readily remediated	Very minor damage managed through planning and consent processes
Strategic / Political	Risks aligned to political changes and confidence at a local or national level.	Insurmountable loss in confidence or governance failure resulting in the appointment of a commissioner	Serious loss in confidence or governance failure resulting in external intervention or oversight	Internal loss of confidence. Deteriorating governance relationships	Some but less significant adverse feedback or delays responding to geo political changes	Limited adverse feedback or slight delays responding to geo political changes
Regulatory / Compliance	Risks event that results in MDC unknowingly or knowingly breaching statutes and stipulations or exposed to liability.	Critical breach resulting in criminal charges or litigation against the organisation	Serious breach resulting in damage to reputation, fines or potential litigation	Significant breach that requires substantial effort to remediate	Minor or technical breaches that can be readily remediated	Very minor breaches of a purely technical nature
Community Relationships	Risks relating to maintaining productive relationships with Iwi and the wider community	Substantial breakdown in community relationships that impact MDC ability to deliver services or achieve outcomes	Serious breakdown in community relationships that impact MDC ability to deliver specific outcomes	Significant tension in community relationships	Some contention with community relationships	Small localised tension that is being actively managed
Technology	Risks relating to the technology necessary to operate and protection of data and information	Critical cyber event preventing access to or use of systems. Terrorism or ransom. Substantial data breach	Serious security event preventing access to or use of some systems. Significant data breach	Security event preventing access for a limited number of people. Any other data breach	Security events that are localised to specific user or device that pose no wider threat.	Insignificant issues impacting single users that can be responded to immediately
Disaster event, including hazards, exposure and vulnerability	Risks relating to the ability to respond to disaster events and recovery in a timely manner	Unable to respond to an emerging or impending threat of disaster, with the likelihood of loss of life, injury or destruction and damage	Unable to respond to a specific emerging or impending threat or serious delays to disaster response	Incomplete, untested or ineffective emergency management capabilities restricting the ability to effectively respond	Failure to identify minor hazards or vulnerabilities	Insignificant delays in reporting hazards
Projects / Contracts	Risks relating to management and delivery of projects and management of key contracts	Project failure or substantial increase in costs. Breakdown in relationships with key contractors resulting in inability to operate effectively or legal disputes	Serious project delays or failure to deliver specific outcomes. Significant disputes in relationships with key contractors	Significant project delays or scope creep. Serious areas of contention with key contractors	Mino project delays. Small challenges in managing contractor relationships	Small changes in scope, cost or deliverables that do not materially impact the outcome
Capacity, Capability and Competency	Risks relating to the ability to secure, retain and train key staff	Lack of Capacity, Capability and Competency results in significant failure or seriously undermines the ability to deliver services or outcomes	Lack of Capacity, Capability and Competency results in compromised services or outcomes	Significant delays in recruitment or training delivery	Minor delays in recruitment or training delivery	Immaterial delays in recruitment or training schedules

Appendix 3 - Risk Matrix (Inherent / Residual Risk)

RISK ASSESSMENT MATRIX

Consequence	Catastrophic	5	H	VH	C	C	C
	Major	4	M	H	VH	VH	C
	Moderate	3	M	H	H	VH	VH
	Minor	2	L	M	H	H	H
	Insignificant	1	L	L	M	M	H
				1	2	3	4
			Rare	Unlikely	Moderate	Likely	Almost Certain
			Likelihood				

Appendix 4 - Risk Response

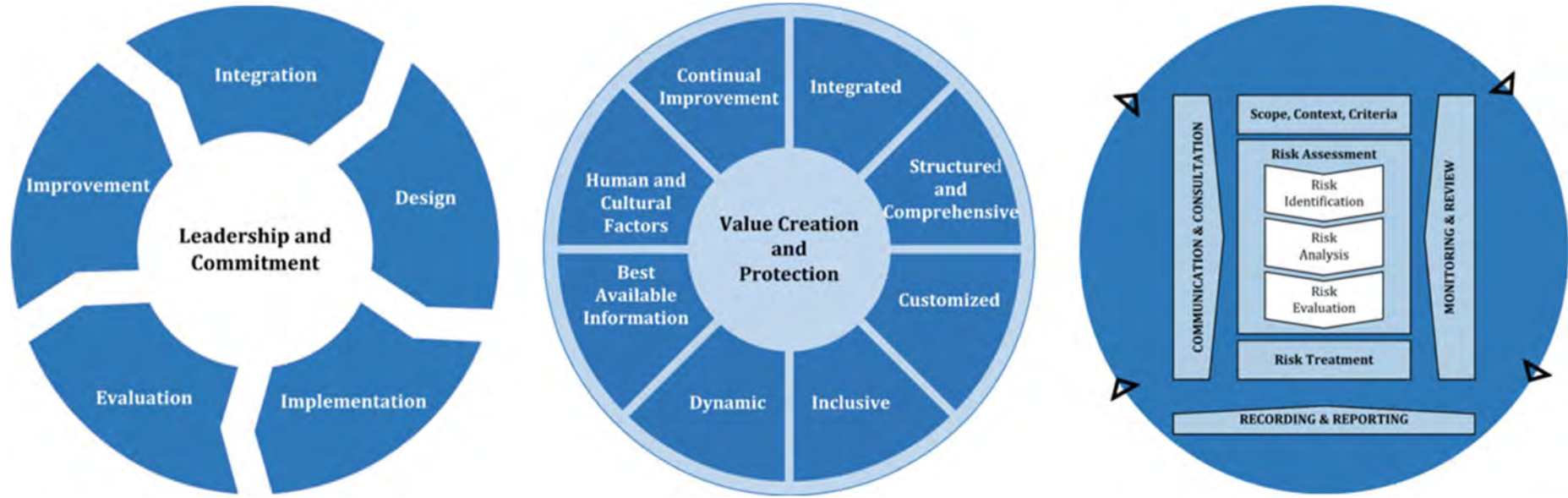
ULVN #DFWLRQV

F	Critical	Immediate action and intervention required Ongoing monitoring required by Chief Executive
YK	Very High	Urgent action and intervention required Regular periodic monitoring required by leadership team
K	High	Actions and intervention required relevant to the risk Periodic monitoring required by leadership team
P	Medium	Managed by periodic monitoring & procedures
0	Low	Managed by routine procedures

Appendix 5 – Risk Appetite Outline

Factor	Risk Appetite	Tolerance	Indicators / Threshold	Factor	Risk Appetite	Tolerance	Indicators / Threshold
Financial	Risk Limiting	Minimise the potential for financial loss through close monitoring of financial information. Zero tolerance for fraud or unethical behaviour	Forecast of financial loss requiring out of cycle funding. Any breach of relevant policies	Regulatory / Compliance	Risk Adverse	Zero tolerance for events that may result in criminal or legislative proceedings	Increasing numbers of minor breaches, increasing number of audit action items
Health, Safety & Wellbeing	Risk Adverse	Zero tolerance for events that adversely impact the safety and wellbeing of staff, contractors or the public.	Increasing health and safety concerns, More frequent near misses. Deterioration in wellbeing	Community Relationships	Risk Limiting	Ongoing engagement will be undertaken to minimise the potential for contention with key stakeholders	Increasing negative feedback, reduction in contacts, adverse media
Reputation/ Image	Risk Limiting	Minimise any loss in community confidence and manage media relationships	Persistent negative national media coverage which could continue to escalate.	Technology	Risk Adverse	Zero tolerance for events that may compromise security or privacy	Increasing number of attacks. Improvements noted from specific testing and technical review
Operations and Service Delivery	Risk Limiting	Services will be designed and operated to minimise the potential for disruption	Increased complaints, faults detected or deteriorating condition assessment	Disaster event, including hazards, exposure and vulnerability	Risk Limiting	Ongoing development of processes will be undertaken to minimise the potential for failure of disaster response	New or emerging potential threats identified
Environmental/ Statutory	Risk Adverse	Zero tolerance for events that adversely impact the environment	Monitoring indicates increasing level of risk or approaching limits	Projects / Contracts	Risk Limiting	Minimise the potential for failure through close monitoring of project information and active management of key contract	Project reporting indicating problems. Contract performance indicators deteriorating
Strategic / Political	Risk Limiting	Minimise the potential for loss in confidence through robust governance controls and collaboration with relevant agencies	Deteriorating relationships between elected members and staff. Reduced engagement with sector and agencies	Capacity, Capability and Competency	Risk Limiting	Ongoing development of people will be undertaken to minimise the potential for failure through lack of capacity competency or capability	Gaps developing in competency framework, workforce planning and succession planning

Appendix 6 - ISO31000:2018 Infographic



DOCUMENT CONTROL

Review of Policy

This policy will be reviewed every eighteen months.

Related Documents

None

References

AS/NZS ISO 31000:2018 Risk management – Guidelines

Version Control

Version	Date	Summary of Amendments	Approved By
1	2014	New policy.	Masterton District Council
2	2017	Minor amendments.	Masterton District Council
3	25/9/2019	Minor amendments.	Masterton District Council
4	May 22	Major update to 2018 standards	Masterton District Council

To:	Mayor and Councillors
From:	Lisa McLaren, Senior Policy Advisor – Climate Change and Environment Nerissa Aramakutu, Policy Manager
Endorsed By:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Adoption of the Masterton District Climate Action Plan
DECISION	
Recommendation:	
That Council:	
<ul style="list-style-type: none"> a. Acknowledges the work of the climate change community focus group in providing advice and assistance to Council to develop a Masterton District Climate Action Plan; b. Notes that the Masterton District Climate Action Plan reflects the resolutions made by Council at its deliberations meeting held on 24 August 2022; c. Adopts the Masterton District Climate Action Plan included as Attachment 1 to Report 122/22; d. Delegates authority to the Chief Executive to approve minor proofing corrections prior to publication of the Masterton District Climate Action Plan; e. Notes that a 2022/23 implementation plan and associated budget will be presented to the incoming Council for agreement; and f. Notes that the final Masterton District Climate Action Plan will be published within one month of its adoption. 	

PURPOSE

The purpose of this report is to seek Council adoption of the Masterton District Climate Action Plan, as included as Attachment 1. The final plan includes a set of actions that Council and the wider community can implement to reduce emissions and adapt to climate change impacts.

CONTEXT

Background

Council is on a journey to reduce its organisational and district carbon emissions to net zero carbon by 2050. Council is taking a two-plan approach to addressing the impacts of climate change. Firstly, the Corporate Carbon Emissions Reduction Plan (CCERP) guides the first stage of

Council's journey to become a net zero carbon organisation. The CCERP is available on the Council's website here: https://mstn.govt.nz/wp-content/uploads/2021/03/Corporate-Carbon-Emissions-Reduction-Plan_FINAL_2021.pdf

Following the development of the CCERP, the Council wanted to take a co-development approach to create a Climate Action Plan for the whole district via the establishment of a Community Focus Group. The Focus Group was formed in July 2021 with ten participants from a range of different backgrounds including forestry, farming, climate science, social science, government policy, mana whenua interests, and community engagement (see page 7 Attachment 1). A series of workshops were held with the Focus Group, Council Staff, and Elected Members to explore different themes related to climate change and to analyse potential solutions for the district. The ideas generated in the workshops were used to develop a list of actions which were consulted on within the wider community and went on to inform this Climate Action Plan. Council would like to extend gratitude to the Focus Group for their hard work, insightful discussions, and continued support during the year long process.

Council approved a Masterton District Climate Action Plan Consultation Document and proposed list of climate actions at its meeting of 29 June 2022 and consulted with the community in July 2022. Following this, a Hearing was held on 10 August 2022, and a Deliberations meeting on 24 August 2022.

Public consultation

Council adopted the Masterton District Climate Action Plan Consultation Document and proposed list of climate actions for public consultation on 29 June 2022 (refer Report 077/22: <https://mstn.govt.nz/wp-content/uploads/2022/06/AGENDA-Council-2022-06-29.pdf>)

Public consultation was undertaken 1 July 2022 – 1 August 2022.

In total, 118 proposed climate actions were consulted on, which were split across nine theme areas:

1. Coordinated Regional Approach – how we take a coordinated and strategic approach to climate change in the Greater Wellington Region.
2. Transport – how we move around the district using less climate-harming emissions.
3. Energy/Electricity – how we power our homes and businesses through renewable energy.
4. Water – how we adapt to increasing severe floods, droughts, storms, and changes in precipitation rates.
5. Waste & Circular Economy – how we reduce our consumption and repurpose old items.
6. Built Environment – how we design and retrofit for low-emission construction and create infrastructure that is resilient to climate impacts.
7. Natural Environment – how we protect our native biodiversity through climate solutions.
8. Agriculture & Forestry – how we promote and support a low-emission transition in the rural sector by removing local barriers to action.
9. Community Empowerment – how we ensure our plan does not increase current inequities in our District but helps build a more resilient and fair community.

A total of 87 submissions were received and, of those 87 submissions, 66 were submitted online (10 long form, 11 medium form, 45 short form), 16 were emailed, and five were submitted by hard copy to Council's Customer Service Centre at 161 Queen Street. Submissions were received from both

individuals and groups, with eleven organisations submitting feedback. The organisations were mostly local and represented different interest areas in the community such as Federated Farmers, the Southern North Island Wood Council, Tranzit, and Waiwaste. A full set of submissions is available here: <https://mstn.govt.nz/wp-content/uploads/2022/08/Full-Set-of-Submissions-Volume-1.pdf> and <https://mstn.govt.nz/wp-content/uploads/2022/08/Full-Set-of-Submissions-Volume-2.pdf>

A formal Hearing was held on 10 August 2022, where 23 submitters requested to be heard by Council. The Hearing agenda is available on the Council website: (refer Report 095/22: <https://mstn.govt.nz/wp-content/uploads/2022/08/AGENDA-Council-2022-08-10-CLIMATE-ACTION-PLAN-HEARING.pdf>)

Council was presented with a summary of submitters' feedback and additional supporting information, including analysis and advice at its deliberations meeting on 24 August 2022. Council agreed to progress the proposed recommendations in the deliberations report. The deliberations meeting agenda is available on council's website: (refer Report 112/22: <https://mstn.govt.nz/wp-content/uploads/2022/08/AGENDA-Council-2022-08-24-Proposed-Climate-Action-Plan-Deliberations.pdf>)

ANALYSIS AND ADVICE

Following public consultation and in accordance with Council's agreement to progress the proposed recommendations in the 24 August 2022 Deliberations report, the following changes to the draft Masterton District Climate Action Plan are proposed:

Themes and goals

It is proposed that the final Masterton District Climate Action Plan be split into four new theme areas (reduced from nine), each with corresponding goals and actions. The four themes are:

- 1) Community Empowerment
 - Council to promote community leadership
 - Council to support community initiatives
 - Council to facilitate climate change education

- 2) 20-minute Town
 - Cycling
 - Walking, wheelchairs, prams, scooters.
 - Public Transport
 - Electric Vehicles (EVs)

- 3) Circular Economy
 - Organic (green and food) waste
 - Circular economy principles
 - Building/infrastructure waste

4) Climate Resilient District

- Energy transition
- Emergency response
- Public spaces
- Building construction/retrofit
- District mapping
- District planning
- Productive landscapes
- Biodiversity and ecosystem health

Actions

Seventy-six actions are included in the final Climate Action Plan under these four new themes (see page 8, Attachment 1).

It was proposed that actions which are specifically focused on internal council emissions reductions should be added into next version of the Corporate Carbon Emissions Reduction Plan. A list of those actions is also included in the Climate Action Plan (see page 36, Attachment 1).

Implementation plan and budget

It is proposed that a 2022/23 implementation plan and associated budget be presented to the incoming Council for agreement.

OPTIONS CONSIDERED

A summary of the options is included in the table below:

Option	Advantages	Disadvantages
1	<p>Agrees to adopt the Masterton District Climate Action Plan (Refer Attachment 1)</p>	<p>The final Masterton District Climate Action Plan will be adopted within the current triennium.</p> <p>The current Council sees this work through from development to completion.</p> <p>Projects already committed to and/or underway continue to progress.</p> <p>Year 1 implementation of the Plan can commence in 2022.</p>

		<p>Enables council to complete the process for the climate change community focus group work.</p> <p>Ensures this work is completed ahead of the adoption of the Wellington Region Emissions Reduction Strategy and the Wellington Region Climate Impact Assessment so the work can be incorporated into those instruments.</p>	
2	Does not agree to adopt the Masterton District Climate Action Plan (Refer Attachment 1)	Allows incoming Council to adopt the action plan.	<p>Further delays the process for the climate change community focus group who have been working on the plan for over a year.</p> <p>Delays Year 1 implementation of the Plan to 2023.</p> <p>Risk that it does not align with the work being undertaken to develop the Wellington Region Emissions Reduction Strategy and the Wellington Region Climate Impact Assessment project.</p>

Recommended Option

Option 1 is recommended.

Council committed to progressing climate change action in its Long-Term Plan 2021-31 (LTP), and in particular working with the community to develop a Masterton District Climate Change Action Plan in Year 1 of the LTP.

This process has taken longer than originally intended, with this work being undertaken during the Covid pandemic. Covid alert levels have made it difficult for the climate change community focus group to come together to progress work on the action plan. The members on the climate change

community focus group have been doing this work for nearly a year in addition to their day to day responsibilities. Progressing towards the adoption of a final Masterton District Climate Action Plan within this triennium will close the loop in terms of the commitment made by the climate change community focus group and elected members who have been part of this project since its inception, and will build off momentum made during the targeted engagement and formal consultation phases with our community.

Progressing this work for Council adoption in September 2022 allows council to start working on its Year 1 implementation plan in 2022. It also supports the existing work that is already committed to and/or underway. There are also several regional climate change projects planned or underway that this plan will contribute to or have interdependencies on.

An introductory session will be prepared and provided to the incoming Council as part of their wider induction programme.

A 2022/23 implementation plan and associated budget will be presented to the incoming Council for agreement.

SUPPORTING INFORMATION

Strategic, Policy and Legislative Implications

The development of a Masterton District Climate Action Plan is one of the ways in which Council and the wider community can work towards a low carbon district and in alignment with the Governments Climate Change Response (Zero Carbon) Amendment Act, the Government's National Emissions Reduction Plan, and the Government's National Adaptation Plan.

At a regional level, the Masterton District Climate Action Plan will feed up into the Wellington Regional Emissions Reduction Strategy that is in development.

Significance, Engagement and Consultation

Developing a Masterton District Climate Action Plan was assessed as significant under Council's Significance and Engagement Policy as climate change affects the whole community and has consequences on the current and future wellbeing of the Wairarapa. Council has taken a "collaborate approach" in terms of the co-development of the climate actions with a community focus group, "involve approach" in terms of engagement with key stakeholders, and "consult approach" with the wider community.¹

¹ See Council's Significance and Engagement Policy available <https://mstn.govt.nz/wp-content/uploads/2021/06/Significance-and-Engagement-Policy-2021.pdf>

Financial Considerations

Council has a climate change budget of \$60,000 in 2022/23 to support the implementation of the Masterton District Climate Action Plan. In addition to this, \$50,000 has also been budgeted to establish Council's first community designated fund to support community-led climate change initiatives.

Iwi/Māori Considerations

Mana whenua are developing Iwi Management Plans, and any climate related actions will fall out of these plans. It is anticipated that the Masterton District Climate Action Plan could complement climate and environmental actions that come from the Iwi Management Plans.

Environmental/Climate Change Impact and Considerations

The development of the Masterton District Climate Action Plan is part of a two-plan approach that council is taking to addressing the impacts of climate change.

Next Steps

Following adoption, a Masterton District Climate Action Plan will be published within one month of its adoption.

An introductory session will be prepared and provided to the incoming Council as part of their wider induction programme.

A 2022/23 implementation plan and associated budget will be presented to the incoming Council for agreement.

MASTERTON DISTRICT CLIMATE ACTION PLAN



FROM OUR CHIEF EXECUTIVE

Masterton is a fantastic place to live and work, with a great community, and an environment and lifestyle that is hard to beat. However, there will be challenges that as a council we must address as we continue our work to provide the best of rural provincial living.

We know that climate change is already significantly impacting our community, and we take that seriously. This Climate Action Plan sets out the Council's roadmap to reduce emissions and their impacts as a District and be ready for what will follow.

The plan's co-creation with our community focus group supports our aim to work with local experts and interest groups when developing and delivering these types of projects.

Our plan's success will rely on an ongoing, active partnership with mana whenua - Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa - and strong support from all parts of our community. As Council, we will work hard to make sure our Climate Action Plan is in alignment and has synergies with mana whenua climate and environmental priorities and aspirations.

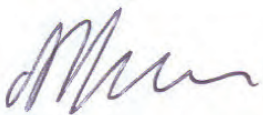
As the urgency of the problem has become clear, Councils across the country are facing an overwhelming influx of climate change policies. We will use this Climate Action Plan to support our community to work with these policies to design a reduced-emission lifestyle that works for us as a district.

A large part of the Climate Action Plan is increasing the understanding in our community of both the complexity of the challenges we face from climate change, and the range of opportunities that exist through taking action that will improve the wellbeing of people living in the Masterton district.

The Masterton district continues to experience steady population growth, with many people making the choice to move here, often in pursuit of a better work/life balance supported by the rise in flexible working. This population growth will mean extra pressure on our existing infrastructure, and we need to plan for these added challenges, all within the context of tight job markets, inflation, and the impact of overseas events on the local economy.

These changes and challenges, alongside the Three Waters Reforms and the Review into the Future for Local Government, mean that it is the ideal time to use this Climate Action Plan to begin planning a low-carbon roadmap for a resilient district.

Ngā mihi,



David Hopman,
Chief Executive



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BACKGROUND

HUMANS ARE CAUSING THE PROBLEM, BUT WE ARE ALSO THE ONES WHO CAN SOLVE IT

Climate change is real – it is caused by humans, and it is already having a negative impact in the Masterton District.

The science of climate change is clear. Human caused climate change is accepted by 99 per cent of the world's climate scientists. When we burn fossil fuels like petrol and coal for energy, the carbon dioxide that is released builds up in our atmosphere and acts like a blanket that traps heat, disrupting our climate. Some carbon dioxide and other greenhouse gases are released by natural cycles but the high levels of emissions currently entering the atmosphere are caused by us. This climate pollution threatens our way of life. In New Zealand, most of our greenhouse gas emissions come from transport and agriculture.

We are already experiencing negative impacts in the Masterton District through more severe droughts, abnormally high rainfall events causing flooding, and coastal erosion. Climate impacts will only get worse with continued inaction, so it is in all our best interests to act now. We also know some of the impacts are already locked in, such as worsening floods, coastal erosion, and droughts, and we need a plan to adapt to these changes. We need to act with urgency to reduce our emissions.

WE NEED TO PLAY OUR PART

As a nation, we have very high per-capita (per person) climate emissions – as individuals we are producing way more climate pollution than people in most countries. If we didn't have such a small population our emissions total would be among the highest in the world. Some people say that we are too small to make a difference, but if all small countries like Aotearoa New Zealand acted ambitiously then one third of global emissions would be reduced. To get results, each region in Aotearoa New Zealand must do their part in reducing our emissions by shifting to low-carbon ways of living as quickly as possible.

As a country we have already committed to significant climate action. The government signed up to the United Nations Paris Agreement in 2015 which sets out a framework aimed at limiting global warming to no more than 1.5 degrees Celsius. We are currently at 1.1 degrees warming globally. In a show of cross-party support, Parliament unanimously voted for the Zero Carbon Act in 2019 which set up a framework for how Aotearoa New Zealand will reduce our emissions to net-zero 2050. These central government pledges are now putting pressure on local government to act to help stop climate change.

Because the urgency of the problem has become clear, climate change policies are now coming thick and fast which can feel overwhelming and confusing to keep up with. We need to support our community to work with these policies and design our own low-emission community in a way that works for us as a district.

WE HAVE THE SKILLS AND KNOWLEDGE TO ACT NOW AS A DISTRICT

Our local experts are telling us climate change is happening and impacting our district now. But we can help stop it from getting significantly worse. Change is possible, and by acting with others we can create system change. At a practical level, we need to change how we are moving around our district, how we are using energy, and how we are growing, consuming, and distributing food. The climate work will require action from all parts of our community, and require partnership with mana whenua – Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa. As Council, we will work hard to make sure our Climate Action Plan is in alignment and has synergies with mana whenua climate and environmental priorities and aspirations.

As a community, and as Masterton District Council, we need to:

- use energy from the sun and wind to power our homes, cars, and businesses
- use much less of the different types of energy that add heat-trapping gases to our atmosphere (like petrol and diesel for cars, and coal and gas for heating or cooking)
- find ways to reduce the methane output of our farming industry.

Localised climate impacts need local solutions. We can adapt to the changes heading our way using local people, local infrastructure, local knowledge.

Through this Action Plan our community has a chance to prioritise taking care of each other and our environment by becoming a low-carbon district. We can reshape our community and use this change to reduce current inequities that will be exacerbated by climate change. As Council, we need to plan for the dual challenges of pressures on existing infrastructure from population growth and worsening climate impacts, while balancing the needs of the community, including those who are living in poverty or struggling to meet their daily needs today. Climate action will mean adjusting the ways our community live and work and will give us the opportunity to build a more resilient and fairer community.

We need to put in the work now to ensure a liveable world for ourselves, our children and grandchildren, and future generations to come. Our Council's current Corporate Emissions Reduction Plan⁸ provides the direction and actions we need to take as an organisation to reduce our own internal emissions. And there are many examples of community initiatives that are also designed to fight climate change including waste reduction programmes, tree planting, and dune restoration. Now is the time to accelerate that journey and realise the potential of low-emissions work for promoting tangible benefits for our community.



CLIMATE ACTION PLAN DEVELOPMENT

Masterton District Council is taking up the challenge of climate change action in two ways.

Firstly, the Council created an internal Corporate Emissions Reduction Plan in 2021 which sets out the ways our Council will reduce our corporate climate pollution. You can find that plan on the Council website: mstn.govt.nz.

Following the development of the internal Corporate Carbon Emissions Reduction plan, the Council wanted to take a co-development approach to create a Climate Action Plan for the whole district through the establishment of a Community Focus Group.

The Climate Change Community Focus Group was formed in July 2021 after taking expressions of interest from the community. A total of ten participants were selected by a panel of elected members for the Focus Group. The participants came from a range of different backgrounds including forestry, farming, climate science, social science, central and local government policy, mana whenua interests, and hazard management. A series of workshops was held with the Focus Group, council staff, and elected members to explore different themes related to climate change and to analyse potential solutions for the district. The ideas generated in the workshops were used to develop a list of actions which were consulted on with the wider community and went on to inform this Climate Action Plan.

COMMUNITY CONSULTATION

The Council adopted the draft Masterton District Climate Action Plan consultation document and proposed list of climate actions for public consultation on 29 June 2022. In total, 118 proposed climate actions were consulted on. These actions were split across nine theme areas: coordinated regional approach, transport, energy/electricity, built environment, natural environment, waste and circular economy, agriculture and forestry, water, and community empowerment. A total of 87 written submissions were received, including 23 who presented to Council at the oral hearing. Submissions received reflected overwhelming support for a Masterton District Climate Action Plan. Submitters gave a wide range of different opinions on what types of actions should be included in the final plan.

A deliberations meeting took place on 24 August 2022, during which the Council discussed the submissions, analysis, and proposed recommendations that were to be carried forward into the final Climate Action Plan. These recommendations included reducing the number of actions, reducing the number of themes, with some being merged, and changes to the goals and subgoals to align with changes to the themes.

[INSERT POST ADOPTION - The final Climate Action Plan was adopted by elected members at the September 14, 2022, Council meeting.]

CLIMATE ACTION PLAN OVERVIEW

The Masterton District Climate Action Plan contains 76 actions under four theme areas:



COMMUNITY EMPOWERMENT



20-MINUTE TOWN



CIRCULAR ECONOMY



CLIMATE RESILIENT DISTRICT

Goals and subgoals have been set for each of the theme areas based on the original goals consulted on with the community. The theme areas have been split into several categories as listed below. Each of these categories has a list of corresponding actions which are outlined in the following section. Each of the actions include a description of where funding/resources/capacity may be found for implementation.



COMMUNITY EMPOWERMENT

- Council to promote community leadership
- Council to support community initiatives
- Council to facilitate climate change education



CIRCULAR ECONOMY

- Organic (green and food) waste
- Circular economy principles
- Building/infrastructure waste



20-MINUTE TOWN

- Cycling
- Walking, wheelchairs, prams, scooters
- Public Transport
- Electric Vehicles (EVs)



CLIMATE RESILIENT DISTRICT

- Energy transition
- Emergency response
- Public spaces
- Building construction/retrofit
- District mapping
- District planning
- Productive landscapes
- Biodiversity and ecosystem health



ACTION LIST





COMMUNITY EMPOWERMENT

A climate change aware community, empowered and supported to act. How we ensure our plan does not increase current inequities in our district but helps build a more resilient and fair community.

Goal

Building mana-enhancing relationships to support connected communities to be more resilient to climate impacts.

Sub-goals

- Build empowered community networks that help to sustain the Climate Action Plan and other initiatives, whilst informing future action plans.
- Provide meaningful support to community change projects that inform, educate and inspire climate action.
- Implement actions to reduce the impacts of climate change on health and well-being.

Action categories

- Council to promote community leadership
- Council to support community initiatives
- Council to facilitate climate change education





COUNCIL TO PROMOTE COMMUNITY LEADERSHIP

ACTION 1

Council to establish a Masterton District Climate Advisory Group in the new triennium.

The community Climate Advisory Group will provide community input about climate issues to be considered as part of council's decision-making processes. This advisory group will provide advice to support the implementation of the Masterton District Climate Action Plan.

It will be made up of community members from different parts of our district as well as 1-2 elected member appointments.

What implementation looks like

A terms of reference will be developed for council consideration in the new triennium. This will include developing a process for appointments.

ACTION 2

Council to provide a designated climate change community fund that community groups can access to implement their own local-level climate actions.

The fund could use different categories for project selection including education, mitigation, adaptation, art, and activism.

What implementation looks like

\$50,000 has been budgeted in 2022/23 to be allocated to the community via a contestable funding process.

The funding criteria, application form, assessment process, and administration of this fund will be progressed in Year 1 of the Climate Action implementation plan.

ACTION 3

Masterton Youth Council to host a youth climate forum for Masterton rangatahi (two-year trial).

What implementation looks like

A business case to support a youth climate forum 21 to be developed for consideration as part of the 2024-34 Long-Term Plan process.

External funding opportunities will also be explored.

ACTION 4

Council to use the development of the Youth Hub to investigate potential for low-emission infrastructure and renewable energy generation on Council assets.

What implementation looks like

The current build and budget does not currently allow for low-emission infrastructure and renewable energy.

External funding could be applied for to undertake retrofitting (e.g., installation of solar panels) at a later stage.

ACTION 5

Council to use its social media/communication channels to highlight success stories and achievement of Climate Action Plan milestones.

What implementation looks like

Develop Communications and Engagement Plan to support implementation of the Climate Action Plan in 2022/23.

ACTION 6

Council to promote and celebrate good stories of what is already being done well in the district in the climate change space.

What implementation looks like

Develop Communications and Engagement Plan to support implementation of the Climate Action Plan in 2022/23.

ACTION 7

Council to support Climate Action Plan outcomes specific to vulnerable communities, providing consistent messages through regular channels and consultative processes.

What implementation looks like

Develop Communications and Engagement Plan to support implementation of the Climate Action Plan in 2022/23.



ACTION 8

Investigate biochar proposal for land at Homebush Waste Water Treatment Plant.

What implementation looks like

More in-depth business case to be developed, including when this work could commence.

A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes project viable.

ACTION 9

Council to investigate providing support to community-led initiatives that enhance our natural environment in ways that provide more resilience to climate change for our native flora and fauna, and initiatives which preserve and enhance natural carbon sinks, such as wetland and regenerating forest.

What implementation looks like

Provide non-financial support to community groups. Examples could include:

1. promotion through Council communication channels
2. staff time (e.g. providing support with event planning/writing grant application/proposals).

More in-depth business cases could be developed if needed on a case-by-case basis.

A business case for council funding opportunities could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes the project viable to financially support.

ACTION 10

Support pest-free initiatives (strong native forests are carbon sinks, pests kill forests).

What implementation looks like

Provide non-financial support to community groups. Examples include:

1. promotion through Council communication channels
2. staff time (e.g. providing support with event planning/writing grant application/proposals).

More in-depth business cases could be developed if needed on a case-by-case basis.

A business case for council funding opportunities could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes the project viable to financially support.

ACTION 11

Council to continue to support Enviroschools and other community initiatives to provide environmental education programmes which incorporate lessons on climate change impacts and solutions.

What implementation looks like

Continued funding support (via MoU arrangement) for Enviroschools.
Provide non-financial support to community groups. Examples include:

1. promotion through Council communication channels
2. staff time (e.g. providing support with event planning/writing grant application/proposals).

ACTION 12

Council to support events that encourage individuals, whānau (family), schools, groups, businesses to establish how they are personally contributing to the problem of climate change and collaboratively work out ways to lessen their climate impact.

What implementation looks like

Provide non-financial support to community groups. Examples include:

1. promotion through Council communication channels
2. staff time (e.g. providing support with event planning/writing grant application/proposals).

More in-depth business cases could be developed if needed on a case-by-case basis.

A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes project viable to financially support.



COUNCIL TO FACILITATE CLIMATE CHANGE EDUCATION

ACTION 13

Council to create a community facing Climate Data Hub so that the District's climate change data and information is available to the community in one online space.

What implementation looks like

The creation of this data hub will be assessed against other Climate Action Plan priorities to determine when this work could commence.

ACTION 14

Council to develop a community education programme to engender community support for the Climate Action Plan implementation. The information should be used to help the community better understand what resilience means in practice for the District.

What implementation looks like

External funding is being sourced for a Climate Change Activator to support this action

ACTION 15

Council to expand, develop or support programmes of information on:

1. Climate change science and impacts
2. Energy efficiency. Council to provide residents and businesses with information for how they can convert to energy efficient lighting and heating products.
3. Hazard mitigation and Council/community response (to floods, drought, storms, wildfires, invasive species, heat stress, fewer frosts, etc).
4. Waste and circular economy
5. Benefits of public and active transport
6. Low-emission building/construction/retrofitting/demolition
7. Health impacts of climate change (physical and psychological)
8. Localising food systems.

What implementation looks like

External funding is being sourced for a Climate Change Activator to support this action

ACTION 16

Embed circular economic principles to address construction and demolition waste.

What implementation looks like

Consider inclusion of circular economic principles with regard to construction and demolition waste for the following reviews:

- Wairarapa Solid Waste Management and Minimisation Bylaw 2021
- Wellington Region Waste Management and Minimisation Plan

Waste Minimisation staff to support wider education on this.

ACTION 17

Council to provide education and alternatives to reduce the amount of people in rural areas who burn their household and farm waste.

What implementation looks like

External funding is being sourced for a Climate Change Activator to support this action

ACTION 18

Council to provide information to the community around current recycling schemes for bale to stop the plastic being burnt, and investigate ways to make the schemes more user friendly in the District.

What implementation looks like

External funding is being sourced for a Climate Change Activator to support this action

ACTION 19

Council to promote home composting through education and workshops.

What implementation looks like

External funding is being sourced for a Climate Change Activator to support this action

ACTION 20

Council to partner with organisations that are educating the community on the link between waste and climate change.

What implementation looks like

External funding is being sourced for a Climate Change Activator to support this action

ACTION 21

Council to provide access to information on low-emissions building.

What implementation looks like

Consideration needed for how/when action could be included within new or existing work programmes.

ACTION 22

Council to encourage new builds to include effective climate control systems to allow for internal temperatures that can support health during heat waves.

What implementation looks like

Consideration needed for how/when it could be included within new or existing staff work programmes.

ACTION 23

Council to promote and incentivise the certification of new domestic properties to performance standards that meet the requirements of the Healthy Homes Act (e.g., Passive House).

What implementation looks like

Consideration needed for how/when action could be included within new or existing staff work programmes.

ACTION 24

Council to collaborate with Te Whatu Ora - Health NZ teams to provide the community information on support available for climate change related mental health issues.

What implementation looks like

External funding is being sourced for a Climate Change Activator to support this action

ACTION 25

Council to highlight potential health and wellbeing implications of climate change in the District, in preparation for future action planning and resilience-building activity. Working with the health sector and community groups, Council to share the potential health and wellbeing impacts of climate change in the District (based on global and local evidence bases, trends and forecast data).

What implementation looks like

External funding is being sourced for a Climate Change Activator to support this action

ACTION 26

Investigate importance of localised food networks as a climate action and as a wellbeing mechanism.

What implementation looks like

Consideration needed for how/when action could be included within new or existing staff work programmes.

ACTION 27

Investigate risks to food systems due to climate impacts, with a focus on heat stress / flood resilience / water shortage / water contamination / invasive pests and diseases.

What implementation looks like

Consideration needed for how/when action could be included within new or existing staff work programmes.

ACTION 28

Develop educational material relating to climate change and promote it in the community.

What implementation looks like

Consideration needed for how/when action could be included within existing staff work programmes.



20-MINUTE TOWN

How we move around the district using less climate-harming emissions.

Creating accessible, safe, and attractive local areas where people can access most of their everyday needs within a 20-minute walk, cycle or local public transport trip, allowing them to rely less on personal motor vehicles.

Goal

Increase uptake of low-emission, active and public transport options in the Masterton District so that community/suburb hubs are accessible within 10 minutes for all urban residents.

Sub-goals

- Masterton District Council reduces its own organisational carbon footprint from transport.
- Masterton District Council supports the community to transition to low-emission transport.
- Improve the public transport network (buses, shuttles, and trains).
- Masterton District has well designed streets and roads that minimise transport emissions.
- Improved active transport networks (footpaths, cycleways, and walking tracks) to encourage alternative modes of transport.

Action categories

- Cycling
- Walking, wheelchairs, prams, scooters.
- Public Transport
- Electric Vehicles (EVs)





ACTION 29

Council to investigate active transport networks/cycleways to encourage alternatives modes of transport. Create cycle lanes or shared road/footpaths prioritising areas that connect to schools and recreation spaces, including a cycle network connecting Kuripuni/Masterton South, Town Centre, Masterton East, Masterton West, and Lansdowne. The network should connect in with the Wairarapa region's Five Town Trail Network cycling infrastructure project.

Council to lead local projects, and advocate to Waka Kotahi for State Highway related projects.

What implementation looks like

A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes the project viable.

Council to advocate for external funding (action dependent on significant external funding).

Linkages to be made to connect any relevant existing projects and strategy implementation plans to ensure there is no duplication with these workstreams.

ACTION 30

Council to advocate to Waka Kotahi and Greater Wellington Regional Council for the creation of safe cycle lanes between main centres in the Wairarapa along SH2 (for both commuters and recreation). The connected cycleway would be part of the Five Towns Trails Network but with a higher emphasis on commuter and local community recreation, rather than tourism.

What implementation looks like

Internal staff time/capacity required to prepare advocacy material.

ACTION 31

Investigate opportunities to encourage bike repair, and second hand bike initiatives

What implementation looks like

A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes project viable.



WALKING, WHEELCHAIRS, PRAMS, SCOOTERS

ACTION 32

Investigate options for a more pedestrian friendly Queen Street.

What implementation looks like

Action to be considered as part of the Town Centre Revamp project.

ACTION 33

Council to investigate opportunities for incorporating shade and covered walkways in design of public spaces. Council to encourage new or renovated commercial buildings in or near the town centre to incorporate shade and covered walkways over footpaths.

What implementation looks like

Action to be considered as part of the Town Centre Revamp project.



PUBLIC TRANSPORT

ACTION 34

Council to investigate needs of public transport users in partnership with Greater Wellington Regional Council to understand:

- current and future needs of users
- constraints/barriers for community to use public transport
- potential incentives.

Council to support pilot initiative(s) based on outcomes of this public transport study.

What implementation looks like

Initiate conversation with Greater Wellington Regional Council to discuss a pilot initiative. Council to advocate for external funding (action dependent on significant external funding).

ACTION 35

Advocate to Greater Wellington Regional Council for an on-demand bus service trial.

What implementation looks like

Council to advocate for external funding for this trial (action dependent on significant external funding).



ELECTRIC VEHICLES

ACTION 36

Encourage EV charging providers to provide additional charging stations to the Masterton District, including at rural hubs such as schools and coastal settlements.

What implementation looks like

Council staff will facilitate traffic bylaw schedule amendments to allow for additional EV charging stations as requests by providers are made. This will include approval to replace existing car parks with the EV charging stations.





CIRCULAR ECONOMY

How we reduce our consumption and repurpose old items. How we embed principles of circular economy into our district at every level.

Goal Reduce Masterton District's contribution to methane emissions from landfills.

Sub-goals

- Keep organic waste out of landfills to reduce methane emissions.
- Masterton District Council is a role model and educator about reducing waste in the District.
- Masterton District Council supports climate outcomes within local waste reduction initiatives.

Action categories

- Organic (green and food) waste
- Circular economy principles
- Building/infrastructure waste





ORGANIC (GREEN AND FOOD) WASTE

ACTION 37

Council to investigate support for local green waste mulching and composting services for the wider community.

What implementation looks like

Provide non-financial support to community groups. Examples could include:

1. promotion through Council communication channels
2. staff time (e.g. providing support with event planning/writing grant application/proposals).

External funding is being sourced for a Climate Change Activator to support this action

ACTION 38

Council to investigate the best way to deliver domestic organic waste collection in the District. Council to support initiatives that collect organic waste from homes and businesses for composting.

What implementation looks like

Council consulted on an organic waste collection as part of the Long-Term Plan 2018-28, with a result of not proceeding with this initiative.

Council to re-visit this. Potential to be included as a consultation issue in the 2024-34 Long-Term Plan.

ACTION 39

Council to investigate expansion of support for, or develop partnerships with, existing or new programmes which redistribute surplus food from restaurants and supermarkets, such as Wai Waste.

What implementation looks like

Provide non-financial support to community groups. Examples could include:

1. promotion through Council communication channels
2. staff time (e.g. providing support with event planning/writing grant application/proposals).

More in-depth business case could be developed if needed on case-by-case basis if funding is needed.

A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes project viable to financially support.



CIRCULAR ECONOMY PRINCIPLES

ACTION 40

Council to investigate expansion of the current resource recovery operations in the District and look to build on that existing infrastructure. Foster a culture around 'repair not replace' in the District.

What implementation looks like

More in-depth business case to be developed.

A business case for funding could be developed as part of the Long-Term Plan 2024-34.

ACTION 41

Council to facilitate repair café style events* with the resource recovery groups and local businesses, promoting the idea of repairing broken or old household items via local community groups

What implementation looks like

Funding to support this action will be sought through the 2023/24 Annual Plan process.



BUILDING/INFRASTRUCTURE WASTE

ACTION 42

Council to investigate developing a deconstruction hub as part of the Resource Recovery Centre that provides infrastructure for industry to exchange key materials and share best practice expertise.

What implementation looks like

More in-depth business case to be developed for investigation.

A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes project viable.



CLIMATE RESILIENT DISTRICT

How we adapt to increasingly severe floods, droughts, storms, and changes in precipitation rates, power our homes and businesses through renewable energy, design and retrofit for low-emission construction and create infrastructure that is resilient to climate impacts, protect our native biodiversity through climate solutions, and take a coordinated and strategic approach to tackling climate change in the Greater Wellington Region. Collect data, map current and potential impacts and develop a fit for purpose, adaptable plan for managing climate change exacerbated hazards.

Goal

Ensure the resilience of our district infrastructure, productive landscapes, and natural environment from current and future climate change exacerbated hazards (floods, droughts, heavy precipitation events, strong wind, landslides, heat stress, wildfires).

Sub-goals

- Masterton District has transitioned to zero-emissions energy sources.
- Masterton District Council has plans for increasingly severe hazards/risk (floods, droughts, storm events).
- Reduce carbon emissions related to creating and maintaining infrastructure (including buildings) and ensure infrastructure is designed to withstand climate impacts.
- Masterton District has biologically healthy rivers which provide for our local communities, and our flora and fauna.
- Masterton has access to enough water to service a growing population.
- Masterton District Council has a clear picture of the health of the district's rivers, including what parts are improving and what parts need urgent attention, and the Masterton community has a clear understanding of what work is being done to improve them.
- Enhance the capacity of the natural environment to sequester carbon and protect indigenous biodiversity from the impacts of climate change.
- Masterton District Council supports legal protection of key biodiversity hotspot sites that will be important in helping our native flora and fauna to adapt to climate change.
- Masterton District Council remove any local barriers to a transformative, low-emission primary industries sector.
- Connected regional approach to mitigating and adapting to climate change which allows for knowledge sharing and uses Council resources/staff capacity wisely.
- Utilise the current and future regional projects to feed into council decision making around climate change mitigation and adaptation.

Action categories

- Energy transition
- Emergency response
- Public spaces
- Building construction/retrofit
- District mapping
- District planning
- Productive landscapes
- Biodiversity and ecosystem health





ENERGY TRANSITION

ACTION 43

Council to support wider conversion to LED lighting across the District.

What implementation looks like

More in-depth business case to be developed for investigation.
A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes project viable.

ACTION 44

Council to investigate installation of solar and/or wind generation infrastructure on appropriate Council buildings. Look at all Council buildings being well insulated.

What implementation looks like

More in-depth business case to be developed for investigation.
A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes project viable.



EMERGENCY RESPONSE

ACTION 45

Council in collaboration with Wellington Region Emergency Management Office (WREMO) to update internal extreme weather response to make it fit for purpose with new climate change impacts.

What implementation looks like

Consideration needed for how/when action will be included within new or existing staff work programmes.

ACTION 46

Council to be well-prepared to support communities in the event of extreme weather events, such as flooding and fire events. Examples could include sandbags, flood barriers, water testing kits, evacuation plans, etc.

What implementation looks like

More in-depth business case to be developed for investigation.
A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes project viable.

ACTION 47

Council to make its public buildings (such as the library) safe spaces for the community in days of extreme heat stress.

What implementation looks like

More in-depth business case to be developed for investigation.
A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes the project viable.



PUBLIC SPACES

ACTION 48

Council to investigate embedding climate change mitigation and adaptation measures into all council controlled public spaces. Prioritise the use of low-carbon infrastructure in public spaces e.g. e-charging infrastructure including e-bikes, scooters, wheelchairs, cars.

What implementation looks like

Consideration needed for how/when action could be included within new or existing staff work programmes.

ACTION 49

Council to investigate how to make carbon negative parks and recreation spaces using international and domestic examples.

What implementation looks like

More in-depth business case to be developed for investigation.
A business case for funding could be developed as part of the Long-Term Plan 2024-34 if cost/benefit makes the project viable.





BUILDING CONSTRUCTION/RETROFIT

ACTION 50

Council to investigate the potential for greater utilisation of roof areas for solar power generation and water capture. Showcase opportunities through pilots on public assets. Address current barriers to uptake and investigate incentives. Investigate:

- what are the best options for different locations and building type
- how they could benefit stormwater management, electricity generation, rainwater harvesting and food growing in the Wairarapa.

What implementation looks like

Funding will be sought through the 2023/24 annual plan process for an initial investigation.

Business case to be developed based on initial investigation as part of the Long-Term Plan 2024-34.

ACTION 51

Council to identify and remove barriers to low-emission design and construction, including council processes and enable other mechanisms such as incentivisation and upskilling.

What implementation looks like

Funding will be sought through the Long-Term Plan 2024-34 process for the investigation.

A more in-depth business case to be developed based on initial investigation.

ACTION 52

Council to investigate reduced building/compliance fees for proposed Green Star builds.

What implementation looks like

Funding will be sought through the Long-Term Plan 2024-34 process for the investigation.

A more in-depth business case to be developed based on initial investigation.

ACTION 53

Council to investigate how to support the delivery of a residential programme to reduce carbon emissions from the District's commercial and residential buildings, including the installation of insulation, double glazing, summer cooling and ventilation, efficient heating and lighting, and renewable energy generation.

What implementation looks like

Funding will be sought through the Long-Term Plan 2024-34 process for the investigation.
A more in-depth business case to be developed based on initial investigation.

ACTION 54

Council to investigate ways to partner with industry to develop a commercial building retrofit programme to improve the efficiency and climate footprint of the District's commercial buildings; promote and enable fuel switching to renewable sources and install energy efficient air conditioners.

What implementation looks like

Funding will be sought through the Long-Term Plan 2024-34 process for the investigation.
A more in-depth business case to be developed based on initial investigation.



DISTRICT MAPPING

ACTION 55

Council to map climate risks and impacts (floods, drought, storms, sea level rise, fire risk, heat stress, invasive/noxious species) across the three district geographical areas – coastal, rural, and urban. Council to investigate identification of council assets that are within current or predicted risk zones (over the next 100 years). Utilise NIWA climate change projections and regional climate change risk assessment to understand specific infrastructure vulnerabilities to river and lowland flooding and coastal storm surge and sea-level rise, including changes in erosion/deposition.

What implementation looks like

Funding budgeted and allocated in 2021/22 for Council's contribution to the Wellington Regional Climate Change Impact Assessment (CCIA).
Funding budgeted in 2022/23 for Council's contribution to the Wellington Regional Climate Change Impact Assessment (CCIA).
Existing staff resourcing already committed as part of the project team for the Wellington Regional Climate Change Impact Assessment (CCIA).

ACTION 56

Council to investigate how to create a carbon map for the District to show where sequestration is occurring and may be enhanced (e.g. wetlands, native forests, local forestry plantations).

What implementation looks like

More in-depth business case to be developed.

Funding will be sought through the Long-Term Plan 2024-34 process if cost/benefit makes project viable.

Council to advocate for external funding (action dependent on significant external funding).

ACTION 57

Council to advocate to Greater Wellington Regional Council for better water sampling data sharing and use, and increasing the data points collected (if needed) to get a clear picture of the state of the District's rivers.

What implementation looks like

External funding is being sourced for a Climate Change Activator to support this action



DISTRICT PLANNING

ACTION 58

Council to determine approach to risk mitigation and planning decisions (such as adaptive design and planning pathways as recommended by the Ministry for the Environment). This approach aims for flexible and adaptable decision making over time and has been used successfully by other councils for flooding and coastal erosion planning.

What implementation looks like

Internal staff time/capacity required. Consideration needed for how/when action will be included within new or existing work programmes.

ACTION 59

Council to understand what measures to take to mitigate the effects of flooding and sea-level rise.

What implementation looks like

More in-depth business case to be developed.

Funding will be sought through the Long-Term Plan 2024-34 process if cost/benefit makes project viable.

Council to advocate for external funding (action dependent on significant external funding).

ACTION 60

Council to investigate how to ensure new stormwater infrastructure is designed to respond to the increasing frequency of extreme weather events.

What implementation looks like

More in-depth business case to be developed.

Funding will be sought through the Long-Term Plan 2024-34 process if cost/benefit makes project viable.

Council to advocate for external funding (action dependent on significant external funding).

ACTION 61

Council to work with Greater Wellington Regional Council to monitor and model climate change impacts on the District's water system to understand the resilience of the network.

What implementation looks like

More in-depth business case to be developed.

Funding will be sought through the Long-Term Plan 2024-34 process if cost/benefit makes project viable.

Council to advocate for external funding (action dependent on significant external funding).

ACTION 62

Council to collaborate with Greater Wellington Regional Council to identify options for reducing risk from flooding, including riparian planting, stop banks, wetlands, restrictions on buildings.

What implementation looks like

More in-depth business case to be developed.

Funding will be sought through the Long-Term Plan 2024-34 process if cost/benefit makes project viable.

Council to advocate for external funding (action dependent on significant external funding).

ACTION 63

Council to ensure Masterton District has a reliable and safe water supply.

What implementation looks like

More in-depth business case to be developed.

Funding will be sought through the Long-Term Plan 2024-34 process if cost/benefit makes project viable.

Council to advocate for external funding (action dependent on significant external funding).

ACTION 64

Council to support development of new water storage infrastructure or expansion of existing infrastructure, including the use of nature-based solutions.

What implementation looks like

More in-depth business case to be developed.

Funding will be sought through the Long-Term Plan 2024-34 process if cost/benefit makes project viable.

Council to advocate for external funding (action dependent on significant external funding).

ACTION 65

Council to make the installation of rainwater tanks (non-potable) compulsory for new builds.

What implementation looks like

To be considered as part of the current Wairarapa Combined District Plan review.

ACTION 66

Council to investigate how to assess climate change impacts for all new Council developments and infrastructure. Council to investigate how to develop a framework that will allow staff to consider climate implications at each stage of project development. Climate change projections are considered in all infrastructure planning. For example, Council to ensure climate projections are used in planning for water resources infrastructure (dams, rivers, groundwater, pipelines, water races).

What implementation looks like

Internal staff time/capacity needed to be allocated for framework development.

ACTION 67

Council to assess and support pathways to decrease construction of new infrastructure in known climate hazard/risk zones.

What implementation looks like

Staff time/capacity needed to support this action.

Link to mapping work based on the Wellington Regional Climate Change Impact Assessment project.

ACTION 68

Council to ensure clear climate hazard information is provided for developers and regulators. Council to investigate how to encourage new commercial developments to install on-site storm water retention system or bio remediation systems based on size of building and hard surface, and investigate requiring new commercial carpark areas to plant shade trees and/or rain gardens.

What implementation looks like

Staff time/capacity needed to support this action.
Link to mapping work based on the Wellington Regional Climate Change Impact Assessment project



PRODUCTIVE LANDSCAPES

ACTION 69

Council to meet with representatives of different forestry companies quarterly to discuss climate impacts on infrastructure e.g. increased storm damage. Council to also hold a combined meeting with the sector (as done in Northland with the Wood Council) to discuss upcoming harvesting and the impacts on roads and other infrastructure in the District. Investigate forestry land rates, timing options of harvests, as well as environmental management such as 10m riparian zone of native planting along waterways, designated wetland zones, and coastal esplanade zones. Take guidance from this process happening in other regions.

What implementation looks like

Staff time/capacity needed to support this action.
Link to mapping work based on the Wellington Regional Climate Change Impact Assessment project

ACTION 70

Council to assist Greater Wellington Regional Council in fostering a 'right tree, right place, right time' culture of tree planting in the district.

What implementation looks like

Internal staff training/community engagement.
Collaboration with Greater Wellington Regional Council.

ACTION 71

Council to support Greater Wellington Regional Council in their programmes for farm-based and community tree planting.

What implementation looks like

Internal staff training/community engagement.
Collaboration with Greater Wellington Regional Council.



BIODIVERSITY AND ECOSYSTEM HEALTH

ACTION 72

Council to develop a plan to manage the effects of climate change on local biodiversity.

What implementation looks like

Internal Council planning (staff time and capacity). Getting the action on the work programme of relevant staff for 2023/2024.

ACTION 73

Council to ensure existing provisions and relationships to protect and enhance local biodiversity to address potential climate impacts.

What implementation looks like

Investigation to confirm what processes are currently in place and what additional work is required.

ACTION 74

Council to investigate how to include ecological corridors, rain gardens, and street trees when (re)designing urban areas.

What implementation looks like

Internal Council planning (staff time and capacity). Getting the action on the work programme of relevant staff for 2023/2024.

Funding will be sought through the Long-Term Plan 2024-34 process for project costs.

ACTION 75

Council to identify options for protecting native vegetation and planted forests from wildfires, including firebreaks, and selective planting of fire-resistant species.

What implementation looks like

Internal Council planning (staff time and capacity). Getting the action on the work programme of relevant staff for 2023/2024.

Funding will be sought through the Long-Term Plan 2024-34 process for project costs.

ACTION 76

Council and Greater Wellington Regional Council support the enhancement and legal protection (covenants) of our wetlands and forests

What implementation looks like

Internal Council planning (staff time and capacity). Getting the action on the work programme of relevant staff for 2023/2024.

Funding will be sought through the Long-Term Plan 2024-34 process for project cost.

COUNCIL CORPORATE CARBON EMISSION REDUCTION PLAN

For actions that were focused on internal Council organisational emissions reductions, it is proposed that those actions move to the next iteration of the Council Corporate Carbon Emission Reduction Plan.

ACTIONS FOR THE NEXT ITERATION OF THE CCERP

- Council to encourage all council contractors to use low carbon vehicles and machinery or offset their emissions.
- Determine the Masterton District's share of regional transport emissions and monitor changes over time to establish effectiveness of the Climate Action Plan. Customise Greater Wellington Regional Council carbon emissions inventory for the District.
- Council to promote alternative energy development in the District and support rural development of alternative energy production, e.g. micro-hydro, wind, solar, biomass.
- Council to lobby for centralised waste operation in Manawatū at Bonny Glen to recover more landfill gas for power generation (this is where Masterton District sends all our waste).
- Council to investigate retrofitting existing Masterton District Council buildings with energy-efficient air conditioners.
- Council to incorporate climate change considerations into Council procurement processes. Ensure Council's tenders have a weighting for climate change.
- Council to consider utilisation of appropriate eco-design and low impact principles in all council refurbishment projects, including thorough utilisation of timber where feasible. Investigate low-emission and sustainable buildings practices for future council development.
- Council to consider use of underused land for opportunities such as energy generation and carbon sequestration.
- Council to investigate funding options for planting council land to offset carbon emissions based on current research.
- Council to incorporate climate change (mitigation and adaptation) considerations into future community development projects.
- Council to take account of cultural values when considering the impact of climate change and when proposing solutions to climate change.



IMPLEMENTATION

A Year 1 implementation plan will be developed in the first six months after the Climate Action Plan is adopted. A revised implementation plan and associated budget will be developed and approved by Council at the beginning of each financial year.





PHONE

06 370 6300 - 8am to 5pm except Tuesdays 9am to 5pm
06 378 7752 after hours

EMAIL

mdc@mstn.govt.nz

CALL INTO

Masterton District Council
161 Queen Street, Masterton
9am - 4pm

WRITE TO

Masterton District Council
PO Box 444, Masterton 5840

WWW.MSTN.GOV.T.NZ

To:	Mayor and Councillors
From:	Karen Yates, Manager Strategy and Governance
Endorsed by:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Delegations During Interim Election Period
DECISION	
Recommendation:	
That Council:	
<ol style="list-style-type: none"> 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, for the period from 8 October 2022 until the swearing in of the new Council on 26 October 2022, subject to the following conditions: <ol style="list-style-type: none"> (a) the Mayor-elect must be consulted regarding any decisions; (b) the delegation may only be used to attend to urgent matters that cannot reasonably wait until the first meeting of the new Council; and (c) any decisions made will be reported to the first meeting of the new Council. 	

Purpose

The purpose of this report is to request that Council delegate the responsibilities, duties and powers of the Council (except for certain powers set down in legislation that cannot be delegated), to the Chief Executive from the time the initial election results are announced on 8 October 2022 until the new Council is sworn in at the inaugural meeting on 26 October 2022.

Context

Under the Local Electoral Act 2001 (sections 86, 115 and 116) the official results of the election must be publicly notified. The current Council may still act in their capacity as members up until the time of that public notice, although it is unlikely that any Council meetings would be called in that period.

Candidates that are declared elected in the 2022 local elections come into office the day after the public notice. However, under Clause 14 of Schedule 7 of the Local Government Act 2002, they cannot act in their capacity as members until they have made the necessary declaration at the Inaugural Council meeting.

The outgoing Council (including any members that are re-elected) vacate their positions at the same time that the newly elected members come into office.

As a result, there is an interim period where neither the outgoing nor the incoming elected members can act in their capacity as members of the Council.

Prior to both the 2016 and 2019 elections, Council delegated authority to the Chief Executive to allow business to continue in the interim election period and the delegation was not exercised.

Discussion and Options

Electionz.com have advised that official election results are expected to be available by Thursday 13 October 2022 and will be publicly notified as soon as practicable after they are available. The Inaugural Council meeting is scheduled for Wednesday 26 October 2022.

Although the duration of the interim election period may change slightly depending on the timing of the public notification, and whether there is any challenge to the election result, it is anticipated that it will be limited to the 13 days from 13 October 2022 to 26 October 2022.

If an urgent decision was required between 8 October (when initial election results are announced) and the day of the inaugural meeting (26 October 2022), this would require either:

- An extraordinary meeting of the current Council (if prior to the public notice); or
- The inaugural meeting to be brought forward.

Either option could present challenges, for example if elected members weren't available.

To ensure the effective and efficient conduct of the Council's business during the interim election period, it is recommended that all responsibilities, duties and powers of the Council (except those which can't be delegated set out in paragraphs (a) to (h) of clause 32(1) of Schedule 7 of the Local Government Act 2002) be delegated to the Chief Executive for a period from 8 October 2022 to 26 October 2022 (see Attachment 1 for the relevant legislative provisions).

The delegation proposed for this period is over and above the existing delegations to the Chief Executive.

Although current elected members remain in office up to the time of the public notice, delegation from 8 to 26 October provides a fixed period (when the date of the public notice is uncertain as it is dependent on the final election result being confirmed) and removes the need to call an extraordinary meeting, or to bring forward the inaugural meeting, should an urgent decision be required.

It is also recommended that the delegation is subject to a number of requirements:

1. That the Chief Executive may only act after consultation with the person who has been elected as Mayor.
2. That the Chief Executive may only attend to those matters that cannot reasonably wait until the first meeting of the new Council.
3. That the Chief Executive is required to report any decisions to the first meeting of the new Council.

The key risk associated with such a delegation to the Chief Executive is that the new Council disagrees with a decision made and seeks to overturn it at a later date. This risk is considered low given:

- the time period is short and therefore the potential for something urgent to arise is limited and

- the conditions that are proposed limit the exercise of the delegation.

The alternative is to not provide any delegation to the Chief Executive. Although the risk of an urgent decision being required in the absence of delegation is also low due to the limited time period, it is recommended that the delegation is put in place. This ensures Council is covered if an urgent decision is required.

At its August 2021 meeting Council agreed to add to the Delegations Register the emergency COVID-19 delegation to the Chief Executive, put in place during the first COVID-19 lockdown. For clarity, it should be noted that in the case of a COVID related emergency, the delegation recommended in this report will take precedence as it is broader and does not require the involvement of elected members other than the Mayor-elect.

Options Considered

Option		Advantages	Disadvantages
1	Delegate authority to the Chief Executive during the interim period subject to conditions	The effective and efficient conduct of Council business continues as any urgent decisions required can be made.	The new Council may not agree with the decisions made and may overturn decisions at a later date.
2	Do not delegate authority to the Chief Executive in the interim period	There is no potential for the Chief Executive to make decisions the new Council might disagree with	Council may not be able to undertake its business during the period from the public notice of the official election result through until the first meeting of the new Council. There may be financial implications if Council is unable to fulfil a prior obligation or an opportunity is lost in the period between the declaration of results and the inaugural meeting.

Strategic, Policy and Legislative Implications

The provisions of the Local Government Act and Local Electoral Act limit the ability of existing and newly elected members to act during the interim election period, making it necessary to delegate powers to the Chief Executive to ensure urgent decisions can be made if required.

A decision to delegate will enable Council's achievement of its strategic and policy outcomes if a matter requiring decision arises.

Significance, Engagement and Consultation

The decision to delegate powers to the Chief Executive during the interim election period is not significant in terms of Council's Significance and Engagement Policy. However, it is noted that any decision contemplated under the delegation will require the same assessment to be undertaken.

Communications/Engagement Plan

Due to the nature of the decision and the assessment of significance, no communications or engagement are necessary.

Financial Considerations

The decision to delegate to the Chief Executive has no financial considerations, however if Council decided not to provide for delegation to the Chief Executive, the inability to make an urgent decision in the interim election period could potentially have financial implications for Council. For example, if an opportunity is lost or Council is unable to fulfil a prior obligation.

Treaty Considerations/Implications for Māori

The recommended option has no additional implications for Māori.

Environmental/Climate Change Impact and Considerations

The recommended option has no environmental or climate change impact or considerations.

Relevant Legislation under Local Government Act 2002 and Local Electoral Act 2001

1 LOCAL GOVERNMENT ACT 2002

1.1 Clause 14 of Schedule 7 - Declaration by member

1. A person may not act as a member of a local authority until—
 - (d) that person has, at a meeting of the local authority following the election of that person, made an oral declaration in the form set out in subclause (3); and
 - (e) a written version of the declaration has been attested as provided under subclause (2).
2. The written declaration must be signed by the member and witnessed by—
 - (a) the chairperson; or
 - (b) the mayor; or
 - (c) a member of the local authority; or
 - (d) the chief executive of the local authority; or
 - (e) in the absence of the chief executive, some other officer appointed by the chief executive.
3. The form of the declaration must consist of the following elements:

“Declaration by mayor or chairperson or member

“I, AB, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of [*region or district*], the powers, authorities, and duties vested in, or imposed upon, me as [*mayor or chairperson or member*] of the [*local authority*] by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act

“Dated at [*place, date*]

“Signature:

“Signed in the presence of:

“CD, [*mayor or chairperson or member or chief executive of local authority*]”.

1.2 Clause 32(1) of Schedule 7

Unless expressly provided otherwise in this Act, or in any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties, or powers except—

- (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.
- (g) Repealed
- (h) the power to adopt a remuneration and employment policy.

2 LOCAL ELECTORAL ACT 2001

2.1 Section 86 – Declaration of Result

The electoral officer conducting an election or poll must give public notice declaring the official result of the election or poll in the prescribed manner as soon as practicable after—

- (a) Repealed.
- (b) the validity of all special votes has been determined; and
- (c) all valid votes have been counted.

2.2 Section 115 - When members come into office

Candidates at a triennial general election who are declared to be elected come into office on the day after the day on which the official result of the election is declared by public notice under section 86.

2.3 Section 116 - When members leave office

1. Every member of a local authority or community board, unless vacating office sooner, vacates office,—
 - (a) in a case where the member's office is the subject of an election, when the members elected at the next election come into office:
 - (b) in a case where provision is made by any enactment to fill a vacancy by appointment, when the member's successor comes into office.
2. Despite subsection (1) (a), if a member's office is the subject of an election, and neither the member nor any other person is elected at the election to that office, the member vacates office at the same time as any other member of the local authority who is not re-elected at the election]

To:	Mayor and Councillors
From:	Steven May, Manger Regulatory Services.
Endorsed by:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Appointment of District Licensing Committee Commissioner
DECISION	
Recommendation:	
<p>That Masterton District Council recommends that the Chief Executive, pursuant to Section 193 of the Sale and Supply of Alcohol Act 2012, appoints Frazer Mailman (the current District Licensing Committee Chairperson) as a Commissioner to the District Licensing Committee from the day after the official result of the 2022 Local Election is declared by public notice until 30 June 2023.</p>	

Purpose

To seek Council's agreement to recommend that the Chief Executive appoint Frazer Mailman as Commissioner to the District Licensing Committee following notification of the 2022 Local Election result to the end of June 2023.

Executive Summary

Council must appoint a Chairperson to the District Licensing Committee. That person must either be an elected member or a Commissioner. Councillor Frazer Mailman is currently the chairperson of the DLC however is not standing for re-election at the 2022 Local Election taking place on 8 October 2022.

As Councillor Mailman will cease to be an elected member when the newly elected members come into office (expected to be around 13 October 2022) to enable him to continue as Chairperson it is proposed that Council recommends that the Chief Executive appoints Frazer Mailman as a Commissioner from the day he ceases to be an elected member to 30 June 2023. Council must maintain a list of persons approved to be members of the DLC. Council's current DLC list members' term also comes to an end on 30 June 2023 so Council can consider the role of Chairperson and the list members at the same time.

Background

The Sale and Supply of Alcohol Act 2012 (the Act) requires councils to establish a District Licensing Committee (DLC). The objective of the Act states that:

- the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and
- the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.

The Act promotes a regime aimed at reducing harm to the community. It provides scope for DLCs and the Alcohol Regulatory and Licensing Authority (ARLA) to consider whether the granting of a licence is likely to increase alcohol-related harm, and whether it will negatively impact on the community.

The District Licensing Committee has an important role to play in regard to the social impact of alcohol in our community. The Local Alcohol Policy (LAP), which was adopted in August 2018 provides local guidance for the District Licensing Committee so that licensing decisions:

- Contribute to a safe and healthy district.
- Reflect the character and values, preferences and needs identified as being important to our communities.
- Foster positive, responsible drinking behaviours and alcohol-related harm is reduced.

The LAP is currently in the process of being reviewed (See Report 071/22 Update on the Review of the Wairarapa Local Alcohol Policy to the Infrastructure and Services Committee meeting held on 8 June 2022 <https://mstn.govt.nz/wp-content/uploads/2022/06/AGENDA-Infrastructure-and-Services-Committee-2022-06-08.pdf>).

Masterton District Council established the DLC as required by the Act in 2013.

Councillor Frazer Mailman was appointed as the second DLC Chairperson in September 2020, when the previous Chairperson, who was a Commissioner, resigned. The previous Chairperson had been an elected member and had been appointed as a Commissioner following her retirement from Council. She was the Chairperson from when the Act came into force in December 2013 to September 2020.

The 2022 Local Elections will take place on 8 October 2022. Councillor Mailman is not standing for re-election. His term of office comes to an end when the new members come into office, which is on the day after the day on which the official result on election is declared by public notice (Local Electoral Act Sections 115 and 116). The official election result public notice declaration is expected to be around 13 October 2022.

Section 189 of the Act states that

A territorial authority must appoint 1 member as the chairperson and that person must be a member of that territorial authority or a commissioner appointed to the licensing committee.

Once the official election result is publicly notified Councillor Mailman will no longer hold office as an elected member so the Council needs to appoint him as a commissioner from that point of time to enable him to continue as the Chairperson.

Depending on the skills and experience of the new Council there may not be an appropriately qualified person to be appointed as DLC Chair. In addition, there will be a period of two weeks between the newly elected members coming into office and the time they can act as members, following their declaration at the inaugural meeting to be held on 26 October. A chair or deputy chair cannot be appointed until that time which leaves a period of two weeks where no decisions could be made by the DLC.

It should be noted that elected members of a DLC hold a semi-judicial role and must make fair and legally correct decisions. They must not be influenced by concerns that a decision may be unpopular and affect the member's re-election prospects.

Appointment of a Commissioner

Section 193 of the Act provides that the Chief Executive may, on the recommendation of the territorial authority, appoint a Commissioner or Commissioners to any of the territorial authority's licensing committees.

A Commissioner:

- has all the functions, powers and duties of the Chairperson
- should have good standing in the community and the necessary knowledge, skill and experience relating to matters that are likely to come before the committee
- must not have involvement, or appearance of involvement, with the alcohol industry to the extent that there would be a bias or appearance of bias
- may not be a constable, Medical Officer of Health, inspector, or employee of a territorial authority.

As noted above, an elected member appointed as the Chairperson of a DLC cannot continue if they cease to be an elected member. They would need to have the required competencies and be appointed as a Commissioner.

Councillor Mailman was appointed Deputy Chair of the DLC in 2019 and has been Chairperson since 2020. He has completed the Making Good Decisions programme (including Chair certification) and has the required good standing in the community and the necessary knowledge, skill and experience to be appointed as a Commissioner.

Composition of a District Licensing Committee

The quorum necessary at any meeting of a DLC is three members comprising of:

- a) One member who must be appointed as the chairperson and who must be either an elected member of that Council or a Commissioner appointed by the Council.
- b) Two list members appointed by Council who meet the eligibility standards.

The current list member appointments were extended in June 2018 for a period of five years to 30 June 2023.

The only exception to a quorum of three members relates to applications for new or renewed licences or managers certificates where no objection has been filed and no matters of opposition have been raised. In this situation the Chairperson can consider and decide the application on their own. Consideration of these applications by the Chairperson makes up most of the DLC work in Masterton.

For more information and guidance on the essential and desirable knowledge, skills and experience for DLC Chairs, Commissioners and Members see The Health Promotion Agency, LGNZ & Taituarā guide to assist councils appointing DLCs – [Selecting and appointing district licensing committees A guide for councils](#) pages 6-9

Options

Option 1

That Council recommends that the Chief Executive appoints Frazer Mailman as a Commissioner, as a person with the requisite standing, knowledge, skill and experience, to the DLC once his term of office as an elected member ends (anticipated to be 14 October). The term of his appointment as Commissioner is proposed to be to 30 June 2023, which coincides with the end of the term of the current DLC member list appointments.

Appointing a Commissioner for the term proposed will allow applications to continue to be considered by an appropriately qualified and experienced person during the period before newly elected members can act and will allow continuity until the Council considers all the appointments to the DLC in mid-2023.

Option 2

If Council decide not to appoint Frazer Mailman as a Commissioner and leave it to the new Council to appoint a chairperson and deputy chairperson, there will be a period of time where there is no chairperson or deputy chairperson as both roles are currently filled by elected members whose term will finish around 14 October 2022. There is a risk that there is no appropriately qualified person on the new council who could be appointed as chair and a Commissioner would then need to be sought. During this time applications to the DLC may not be able to be considered or determined in a timely manner. This may affect special events and new or existing businesses in what is traditionally a busy time of year coming into the summer season.

Significance and Engagement

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as having low significance in terms of the Policy.

Financial Considerations

As determined by the Minister of Justice and in accordance with the Cabinet Fees Framework, District Licensing Committee Members will receive the following remuneration:

- Chairperson: \$624 per day (\$78 per hour for part days)
- Other members: \$408 per day (\$51 per hour for part days)

District Licensing Committee members will also be reimbursed for reasonable expenses.

There is provision for DLC member remuneration in the Annual Plan and Long Term Plan. Appointing a Commissioner will have no additional financial impact.

Treaty Considerations/Implications for Māori

There are no Treaty considerations or implications for Māori in the decision to appoint Frazer Mailman as a Commissioner to the DLC.

Environmental/Climate Change Impact and Considerations

There are no significant environmental or climate change implications in this decision.

Attachment 1 – relevant sections from the Sale and Supply of Alcohol Act 2012

186 Territorial authorities to appoint district licensing committees

Each territorial authority must appoint 1 or more licensing committees as, in its opinion, are required to deal with licensing matters for its district.

187 Functions of licensing committees

A licensing committee's functions are—

- a) to consider and determine applications for licences and manager's certificates; and
- b) to consider and determine applications for renewal of licences and manager's certificates; and
- c) to consider and determine applications for temporary authority to carry on the sale and supply of alcohol in accordance with section 136; and
- d) to consider and determine applications for the variation, suspension, or cancellation of special licences;
and
- e) to consider and determine applications for the variation of licences (other than special licences) unless the application is brought under section 280; and
- f) with the leave of the chairperson for the licensing authority, to refer applications to the licensing authority; and
- g) to conduct inquiries and to make reports as may be required of it by the licensing authority under section 175; and
- h) any other functions conferred on licensing committees by or under this Act or any other enactment.

188 Powers of licensing committees

A licensing committee has all the powers conferred on it by or under this Act or any other Act, and all powers as may be reasonably necessary to enable it to carry out its functions.

189 Composition of licensing committees

- (1) Each licensing committee consists of 3 members appointed by the territorial authority for that territorial authority's district.
- (2) A territorial authority must appoint 1 member as the chairperson and that person must be a member of that territorial authority or a commissioner appointed to the licensing committee.
- (3) A territorial authority may appoint a member of that territorial authority to be deputy chairperson, and act in place of the chairperson if the chairperson is unable to act because of illness or absence from New Zealand, or for other sufficient reason.
- (4) While acting in place of the chairperson, the deputy chairperson is a member of the committee and has all the powers and duties of the chairperson.
- (5) No act done by the deputy chairperson serving as acting chairperson in the chairperson's absence, and no acts done by the committee while the deputy chairperson is so serving, can in any proceedings be questioned on the ground that the occasion for his or her so serving had not arisen or had ceased.
- (6) The other 2 members of each licensing committee must be appointed from the territorial authority's list maintained under section 192.
- (7) For the purposes of subsection (2), a member of a territorial authority means an elected member of a territorial authority and, in relation to the Auckland Council, includes a member of the governing body (as

defined in section 4 of the Local Government (Auckland Council) Act 2009) or a member of a local board established under section 10 of that Act.

190 Meetings of licensing committees

- (1) Meetings of a licensing committee may be held at any time and place it or its chairperson decides.
- (2) At a meeting where 3 members are present, the decision of a licensing committee on any matter is determined by a majority of the valid votes recorded on it.

191 Quorum

- (1) Except as provided in subsection (2), at any meeting of a licensing committee, the quorum necessary is 3 members.
- (2) At a meeting to consider and determine an application of a kind listed in subsection (3) where no objection has been filed and no matters of opposition have been raised under section 103, 129, or 141, the quorum necessary is 1 member who must be the chairperson.
- (3) The applications are:
 - a) an application for a licence:
 - b) an application for a manager's certificate:
 - c) an application for renewal of a licence or manager's certificate.

192 Territorial authority to establish and maintain list of licensing committee's members

- (1) A territorial authority must either—
 - a) establish, maintain, and publish its own list of persons approved to be members of the territorial authority's licensing committee or committees; or
 - b) together with 1 or more other territorial authorities, establish, maintain, and publish a combined list of persons jointly approved by those authorities to be members of the territorial authorities' licensing committees.
- (2) A territorial authority must not approve a person to be included on the list unless that person has experience relevant to alcohol licensing matters.
- (3) A person may be approved for inclusion on the list for a period of up to 5 years and may be approved for any 1 or more further periods of up to 5 years.
- (4) The name of a person must be removed from the list—
 - a) when 5 years have elapsed since the territorial authority approved the person's name on the list unless the approval is renewed under subsection (3); or
 - b) if the person resigns or is removed under section 194.
- (5) A person must not be included on the list if—
 - (a) the territorial authority believes that person has, directly or by virtue of his or her relationship with another person, such an involvement or appearance of involvement with the alcohol industry that he or she could not perform his or her duties without actual bias or the appearance of bias; or
 - (b) the person is a constable, a Medical Officer of Health, an inspector, or an employee of the territorial authority.

193 Appointment of commissioners

- (1) The chief executive of a territorial authority may, on the recommendation of the territorial authority, appoint a commissioner or commissioners to any of the territorial authority's licensing committees and

any person so appointed has all the functions, powers, and duties of the chairperson of the licensing committee.

(2) The chief executive may only appoint a person as a commissioner if that person is of good standing in the community and has the necessary knowledge, skill, and experience relating to matters that are likely to come before the committee.

(3) A person must not be appointed as a commissioner if—

(a) the territorial authority believes that person has, directly or by virtue of his or her relationship with another person, such an involvement or appearance of involvement with the alcohol industry that he or she could not perform his or her duties without actual bias or the appearance of bias; or

(b) the person is a constable, a Medical Officer of Health, an inspector, or an employee of the territorial authority.

(4) A commissioner appointed under this section holds office for a term, stated when the commissioner is appointed, of up to 5 years and may be reappointed for 1 or more further periods of up to 5 years.

194 Resignation or removal

(1) A member of a licensing committee or a commissioner appointed to a licensing committee may resign from office at any time by written notice to the relevant territorial authority.

(2) A chairperson of a licensing committee ceases to be a chairperson if he or she ceases to be a member of the licensing committee's territorial authority.

(3) The territorial authority may at any time remove a member of a licensing committee or a commissioner appointed to a licensing committee for inability to perform the functions of office, bankruptcy, neglect of duty, or misconduct, proved to the territorial authority's satisfaction.

195 Fees and allowances for members

(1) A member of a licensing committee is entitled to receive remuneration not within subsection (2) for services as a member at a rate and of a kind determined by the Minister in accordance with the fees framework.

(2) A member of the licensing committee is entitled, in accordance with the fees framework, to be reimbursed for actual and reasonable travelling and other expenses incurred in carrying out his or her office as a member.

(3) For the purposes of this section, fees framework means the framework determined by the Government from time to time for the classification and remuneration of statutory and other bodies in which the Crown has an interest.

(4) A commissioner is to be treated as a member of a licensing committee for the purposes of this section.

To:	Mayor and Councillors
From:	Karen Yates, Manager Strategy and Governance
Endorsed by:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Wairarapa Combined District Plan – Continuation of Joint Committee and Draft Plan

DECISION

Recommendation:

That Council:

- a) receives the Wairarapa Combined District Plan – Continuation of Joint Committee and Draft Plan report;
- b) notes that, in accordance with its delegated authority, the Wairarapa Combined District Plan Joint Committee will approve the draft District Plan for consultation at its meeting on 15 September 2022;
- c) resolves not to discharge the Wairarapa Combined District Plan Joint Committee on the coming into office of the members of the local authority elected or appointed at, or following, the triennial election in October 2022; and
- d) corrects the names of the iwi entities in the Terms of Reference for the Wairarapa Combined District Plan Joint Committee

Purpose

Context

Appointment and continuation of the Joint Committee

In 2019 the Masterton, Carterton and South Wairarapa District Councils (the Councils) agreed to review the Wairarapa Combined District Plan jointly and approved the commencement of the review. From June to August 2020 the Councils established the Wairarapa Combined District Plan Review Joint Committee in accordance with clause 30, schedule 7 of the Local Government Act 2002 (LGA) with delegated functions and powers in accordance with section 34(1) of the Resource Management Act 1991 (RMA). Joint committees must be appointed in accordance with clause 30A, schedule 7 of the LGA which provides for agreement between local authorities as to the constitution of joint committees. Joint committees are deemed to be both a committee of the appointing local authority and a committee of each other local authority that has appointed members to the committee (clause 30A(5)).

The Councils appointed elected representatives as members of the Joint Committee (two members from each Council) in accordance with clause 31, schedule 7 of the LGA. The Councils also appointed two members as representatives of Rangitāne o Wairarapa and Ngāti Kahungunu ki Wairarapa, and an independent Commissioner as Chair. The resolutions from the meetings of the Councils are

included at Attachment 1 and the Terms of Reference of the Joint Committee are included at Attachment 2.

Clause 30(7), schedule 7 of the LGA provides that a committee is deemed to be discharged on the coming into office of the members of the local authority elected or appointed at or following the following triennial election, unless the local authority resolves otherwise. All appointing local authorities must resolve to continue the committee. The LGNZ 2019 guidance to its model Standing Orders provides at page 23 that a decision to continue a committee beyond a triennial election is typically where a committee is responsible for providing oversight of some form of project that has a long-term focus and may also contain appointed members. The guidance goes on to recommend that whether or not the committee is to be discharged at an election should be set out in its original Terms of Reference, adopted by resolution.

The Terms of Reference of the Joint Committee anticipate its appointment for the entirety of the review and preparation of a new plan, including acting as the hearings panel for the submissions. This is to ensure good continuity of the knowledge built up over the process. Despite this, the Councils did not resolve when the Joint Committee was appointed to continue the Joint Committee through the triennial elections in October 2022 and there was no reference to continuation in the Terms of Reference. However, this does not preclude the Councils from resolving prior to the elections to continue the Joint Committee.

Review and development of the District Plan

The review of the current District Plan has been completed and a draft Plan has been prepared. In accordance with its delegated authority, the Joint Committee will approve the draft Plan at its meeting on 15 September 2022 for engagement with the community to commence late October 2022 following the election. Responses to engagement on the draft Plan will inform preparation of the proposed Plan which officers anticipate will be formally notified in June 2023. Figure 1 explains the District Plan review stages against the local government trienniums.

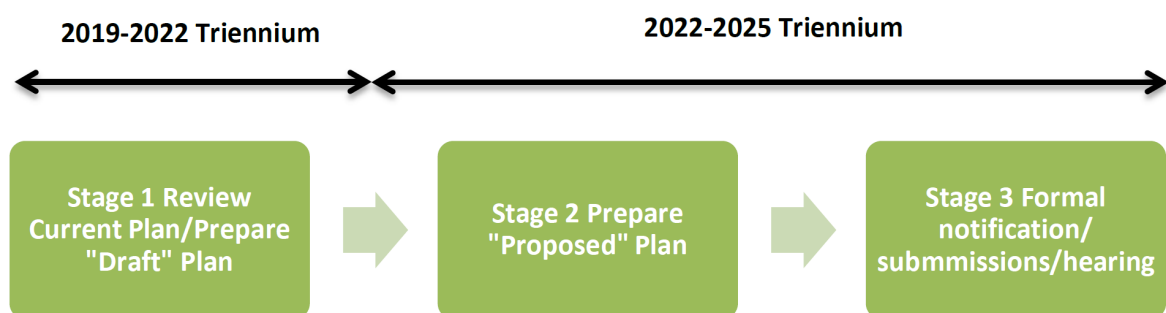


Figure 1 District Plan Review Stages and Local Government Trienniums

Analysis and Advice

Continuation of the Joint Committee

In accordance with clause 30(7), schedule 7 of the LGA, the Councils may resolve not to discharge the Joint Committee on the coming into office of the members of the local authority elected or appointed at the triennial election in October 2022. The Joint Committee would continue with its existing delegated functions and powers as captured in its Terms of Reference. If the Councils did not continue the Joint Committee, officers would recommend to the incoming Councils to re-appoint the Joint Committee with the same delegations and functions. The Joint Committee was consulted as part of the development of this report and indicated a preference not to discharge the Joint Committee to provide for continuity of delegated authority and terms of reference.

Continuation of membership of the Joint Committee

As noted above, the Joint Committee has elected members from each of the Councils and appointed members (iwi representatives and the Chair). If the Councils resolve not to discharge the Joint Committee, appointed members will continue as members. The appointed members have been consulted as part of the development of this report and have confirmed they are willing to continue on the Joint Committee through to the next triennium.

Some current elected members on the Joint Committee have chosen not to stand in the election and others may not be re-elected. It is not possible for elected members to continue to act as members of the Joint Committee through the election. Clause 31(3), schedule 7 of the LGA provides as follows:

The members of a committee or subcommittee may, but need not be, elected members of the local authority, and a local authority or committee may appoint to a committee or subcommittee a person who is not a member of the local authority or committee if, in the opinion of the local authority, that person has the skills, attributes, or knowledge that will assist the work of the committee or subcommittee.

This means that elected members are appointed to a committee in their capacity as elected members. They cannot be both an elected member and a non-elected member with skills, attributes or knowledge that will assist the committee, such as a hearings commissioner. An elected member's term of office for that triennium finishes when the members elected at the next election take office for the following triennium (section 116, Local Electoral Act 2001). An elected member may be reappointed by the new councils to a committee for the next triennium if the member has been successful, but they cannot continue on the committee *through* the election.¹

Appointment as Hearing Commissioners

In the reports to the Councils for the appointment of the Joint Committee, officers advised that the Joint Committee members could be appointed as hearings commissioners in accordance with Part 1, Schedule 1 of the RMA and this would enable elected members to continue to act as the hearings committee past the election should they not seek re-election or be unsuccessful. The advice was given on the basis that a proposed Plan would be ready for notification around the time of the elections.

¹ Clause 31(5), schedule 7 of the LGA confirms that if the Joint Committee is not discharged, the new Councils may replace the members of the Joint Committee.

However, as indicated above, the Joint Committee is delegated to act as the hearings panel and elected members cannot continue their membership through the election period. In addition, the Joint Committee will not be at the point to hear submissions until after June 2023 when the proposed Plan has been notified.

Officers also note that, depending on the number and nature of submissions received, the hearings could be lengthy and complex. Officers recommend that the options and the merits of the composition of the hearing panel should be considered by the Joint Committee and the Councils prior to adopting the proposed District Plan for public notification in June 2023.

Options Considered

Council has two options. The first option is to resolve that the Joint Committee not be discharged at the end of this triennium. The iwi representatives and the Chair would continue as non-elected members of the Joint Committee. In appointing members to the Joint Committee in the new triennium, officers would recommend retaining the current elected members if standing and re-elected so as to utilise their existing knowledge and experience. Those not standing or re-elected could be appointed to the Joint Committee as a person with skills, attributes or knowledge that will assist the work of the Committee, in accordance with clause 31(3), schedule 7 of the LGA. The incoming Councils could choose instead to appoint other elected or non-elected members to the Joint Committee. Note that officers do not anticipate there to be an active programme of work for the Joint Committee over the election period and prior to the appointment of new members to the Joint Committee.

The Councils would then decide who will hear and make recommendations or decisions prior to adopting the proposed Plan for public notification, noting that all appointees on the hearing panel must be accredited RMA decision-makers i.e. have successfully completed the Making Good Decisions course.

The second option is to take no further action. The Joint Committee and its members would be discharged on the coming into office of the new members of the Councils. Officers would recommend the Joint Committee be re-established as part of the formation of each Council's committee structure with the same delegations and functions as currently. Officers would recommend that the four iwi entities appoint 2 representatives as members and that the incoming Councils retain the current elected members as discussed above. The Councils could choose to appoint other elected or non-elected members to the Joint Committee.

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

Option	Advantages	Disadvantages
1 Do not discharge the Joint Committee	Some certainty re the continuity of the Joint Committee, its delegated authority, terms of reference and appointed members	No disadvantages identified

		Ability for incoming Councils to make changes to the membership if it chooses	
2	Take no further action	No advantages identified	Potential loss of certainty re the continuity of the Joint Committee, its delegated authority, terms of reference and appointed members

In addition to the decision in relation to the continuation of the Joint Committee, the Terms of Reference require correction to ensure the names of the iwi entities are referred to correctly. Corrections are in red in Attachment 2. These corrections do not change the appointments or delegations, so it is recommended that these are made.

Recommended Option

Option 1 is recommended. Not discharging the Joint Committee provides a degree of certainty as to the continuation of the Joint Committee, its delegated authority and terms of reference, and some of its membership. The incoming Councils still retain the ability to make changes to the membership of the Joint Committee.

Summary of Considerations

Strategic, Policy and Legislative Implications

establish joint committees in accordance with clauses 30 and 30A, schedule 7 of the Local Government Act 2002 (LGA) and delegate functions and powers in relation to the development of a District Plan in accordance with section 34(1) of the Resource Management Act 1991 (RMA). Joint committees are deemed to be both a committee of the appointing local authority and a committee of each other local authority that has appointed members to the committee (clause 30A(5)). Clause 30(7), schedule 7 of the LGA provides that a committee is deemed to be discharged on the coming into office of the members of the local authority elected or appointed at or following the following triennial election, unless the local authority resolves otherwise.

Significance, Engagement and Consultation

The decision to continue the Wairarapa Combined District Plan Joint Committee has been assessed as not significant against Council's Significance and Engagement Policy as the decision is administrative in nature.

The decision to continue the Wairarapa Combined District Plan Joint Committee will be communicated through the publication of the minutes of the Council meeting. Engagement and consultation on the draft and proposed District Plans will be undertaken in accordance with the LGA, RMA and Council's Significance and Engagement Policy.

Financial Considerations

There are no additional financial implications associated with the decision to continue the Joint Committee through the triennial election. The work of the Joint Committee is budgeted in Council's Long-Term Plan.

Implications for Māori

Continuing the Joint Committee through the triennial election provides a degree of certainty for the continuity of the iwi representatives appointed to the Joint Committee. The LGA and RMA provisions enable participation by Māori in the review of the District Plan. The Joint Committee has considered Treaty considerations and implications for Māori throughout the process.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change impacts or considerations arising from the decision to continue the Joint Committee. Environmental and climate change impacts are core content to be considered in the review of the District Plan.

WAIRARAPA COMBINED DISTRICT PLAN JOINT COMMITTEE**Council Resolutions*****Masterton District Council (5 August 2020 Council meeting)***

(b) In accordance with sections 34(1) of the Resource Management Act 1991 ("RMA") and clause 30 of Schedule 7 to the Local Government Act 2002, the Masterton District Council:

- (i) unites with the Carterton District Council and South Wairarapa District Council in appointing a joint committee, to be known as the Wairarapa Combined District Plan Joint Committee to exercise the functions, duties and powers of the Council under the First Schedule to the Resource Management Act 1991 which are delegated to the Joint Committee; and*
- (ii) agrees that each council will appoint two members to the Joint Committee with the ability to appoint alternate members to cover absences; and*
- (iii) agrees to the appointment to the Joint Committee of 2 members (one member representing Rangitāne o Wairarapa and one member representing Kahungunu ki Wairarapa) to be appointed by the four iwi entities (Kahungunu ki Wairarapa, Kahungunu ki Wairarapa Tāmaki Nui ā Rua Trust, Rangitāne o Wairarapa, and Rangitāne Tū Mai Rā Trust); and*
- (iv) agrees that the Joint Committee will appoint an appropriately qualified Commissioner as an independent Chair and the Joint Committee will appoint one of its members as the Deputy Chair; and*
- (v) agrees that the removal of the office of Chair and Deputy Chair is within the powers of the Joint Committee; and*
- (vi) agrees that the quorum of the Joint Committee will be five members and include at least one member of each territorial authority; and*
- (vii) appoints the following councillors as the Masterton District Council members to the Joint Committee:*
 - Councillor Frazer Mailman*
 - Councillor Tina Nixon*

(c) In accordance with Section 34 of the Resource Management 1991 the Masterton District Council delegates to the Wairarapa Combined District Plan Joint Committee all its functions, powers and duties under the First Schedule to the Act.

Carterton District Council (24 June 2020 Council meeting)

1. *Agrees that each council will appoint two members to the Joint Committee*
2. *Agrees that the Joint Committee will appoint an appropriately qualified Commissioner as an independent Chair and the Joint Committee will appoint one of its members as the Deputy Chair*
3. *Agrees that the removal of the office of Chair and Deputy Chair is within the powers of the Joint Committee*
4. *Agrees that the quorum of the Joint Committee will be four members and include at least one member of each territorial authority*
5. *Agrees to appoint Councillors Cherry-Campbell and Stockton as the Carterton District Council members to the joint committee*
6. *Agrees that Councillor Deller be the substitute member of the joint committee*
7. *Agrees to delegate to the Wairarapa Combined District Plan Joint Committee all its functions, powers and duties under the First Schedule to the Resource Management Act 1991*

South Wairarapa District Council (22 July 2020 Council meeting)

3. *In accordance with sections 34(1) of the Resource Management Act 1991 (“RMA”) and clause 30 of Schedule 7 to the Local Government Act 2002, the South Wairarapa District Council: Recommends to Council*
 - a. *To unite with the Carterton District Council and Masterton District Council in appointing a joint committee, to be known as the Wairarapa Combined District Plan Joint Committee to exercise the functions, duties and powers of the Council under the First Schedule to the Resource Management Act 1991 which are delegated to the Joint Committee; and*
 - b. *To agree that each council will appoint two members to the joint committee with the ability to appoint alternate members to cover absences; and*
 - c. *To agree that the joint committee will appoint an appropriately qualified commissioner as an independent chair and the Joint Committee will appoint one of its members as the Deputy Chair;*
 - d. *To agree that the removal of the office of Chair and Deputy Chair is within the powers of the Joint Committee; and*
 - e. *To agree that the quorum of the Joint Committee will be four members and include at least one member of each territorial authority; and*
 - f. *To appoint Cr Brian Jephson and Cr Alistair Plimmer as the South Wairarapa District Council members to the Joint Committee.*
 - g. *To appoint Cr Rebecca Fox as the alternate member of the Joint Committee to cover the absence of one of the appointed members.*
4. *To recommend to Council that in accordance with Section 34 of the Resource Management 1991 the South Wairarapa District Council delegates to the Wairarapa Combined District Plan Joint Committee all its functions, powers and duties under the First Schedule to the Act.*
5. *That the above appointments will replace the appointments of Mayor Beijen, Cr Leigh Hay and Cr Rebecca Fox (primary appointment) to the Wairarapa Combined District Plan Joint Group made on the 20 November 2019.*

Wairarapa Combined District Plan Joint Committee Terms of Reference

Function	<p>To exercise the functions, duties and powers of the Carterton, Masterton and South Wairarapa District Councils under the First Schedule to the Resource Management Act 1991.</p> <p>Responsibilities include: The Committee will act as the governance advisory through the review period of the District Plan project and in preparing a new plan and act as the hearings panel for the submissions to the formal notification process.</p> <p>The scope of the review includes:</p> <ul style="list-style-type: none"> • Giving effect to new or revised national policy statements and the revised Wellington Regional Policy Statement • Aligning the Plan with recent national environmental standards • Giving effect to the proposed national planning standards making any adjustments needed to the structure, definitions and zoning appellations • Giving effect to the proposed national planning standards to make the plan align with requirements for electronic plans and address any consequential amendments required • Rezoning areas to accommodate growth pressures and/or modify existing zones and standards to enable growth and conversely, if needed, to tighten up protection of resources of important values • Aligning the Plan with recent council strategies • Revising objectives and policies in response to any issues arising from their implementation or to respond to any statutory amendments (for example, the two new section 6 matters of national importance since 2009) • Revising any rules and supporting requirements in response to any implementation issues since 2009
Membership	<p>Membership of the Joint Committee includes:</p> <ul style="list-style-type: none"> • 2 members from each of the 3 councils appointed by each Council (with the ability for each council to appoint an alternate member to cover absences) • 2 Iwi representatives (1 member representing Rangitāne o Wairarapa and 1 member representing Ngati Kahungunu ki Wairarapa) appointed by the four iwi entities (Kahungunu ki Wairarapa, Ngati Kahungunu ki Wairarapa Tāmaki Nui ā Rua Settlement Trust, Rangitāne o Wairarapa, and Rangitāne Tū Mai Rā Trust) and • an appropriately qualified Commissioner as an independent Chair appointed by the Joint Committee. <p>The Joint Committee will appoint one of its members as the Deputy Chair.</p> <p>The Mayor of each Council is also a member of the joint committee as afforded by Section 41A of the Local Government Act 2002.</p>
Quorum	<p>The quorum of the Joint Committee will be five members and include at least one member of each territorial authority but does not include the Mayors (unless appointed as 1 of the 2 council appointed members or alternate member).</p>

Frequency

The Joint Committee will determine the frequency of its meetings which are likely to change to suit the course of the review.

Delegated authority

The Carterton, Masterton and South Wairarapa District Councils have delegated to the Wairarapa Combined District Plan Joint Committee all its functions, powers and duties under the First Schedule to the Act, in accordance with Section 34 of the Resource Management Act 1991.

The removal of the office of Chair and Deputy Chair is within the powers of the Joint Committee.

To:	Your Worship and Elected Members
From:	Matt Steele, Senior Policy Adviser – Economic Development
Endorsed by:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Destination Wairarapa Memorandum of Understanding 2022—2025
DECISION	
Recommendation:	
That Council:	
<ul style="list-style-type: none"> a. approves the proposed Destination Wairarapa Memorandum of Understanding (MOU) 2022-2025 between Destination Wairarapa, Masterton District Council, Carterton District Council and South Wairarapa District Council contained in Attachment 1 to Report 127/22; b. notes that the MOU will not be operational until all parties formally approve it. 	

Purpose

The purpose of this report is to seek Council approval of the proposed Memorandum of Understanding (MOU 2022—2025, contained in Attachment 1) between Destination Wairarapa, Masterton, Carterton and South Wairarapa District Councils for 2022 to 2025.

Background

Destination Wairarapa (DW) was formed in October 2007 as an incorporated society and receives the majority of its funding from Masterton District Council (MDC), Carterton District Council (CDC) and South Wairarapa District Council (SWDC). They also get funding from Trust House and industry members.

DW's role is to attract more visitors to the Wairarapa who stay longer and spend more and to grow the Wairarapa tourism revenue while evening out the low to high season trough. DW also supports local tourism operators.

In July 2019, MDC, CDC and SWDC approved the current Memorandum of Understanding between the three Wairarapa district councils and Destination Wairarapa. This document expires in September 2022 and needs renewing.

Council endorsed the Destination Management Plan in April 2022 (see pages 133-189 in the Agenda for the 6 April 2022 Council meeting <https://mstn.govt.nz/wp-content/uploads/2022/04/OPEN-AGENDA-Council-2022-04-06.pdf>).

DW has met with the Mayors and CEs of each of the Wairarapa councils to discuss the MoU and worked closely with MDC officers on the updated version.

The updated MOU has been reviewed by each of the CEs and the General Manager of DW.

Strategic Fit

The economic development strand of Council's *He Hiringa Tangata He Hiringa Whenua* identifies supporting tourism as one of its main objectives, and one of the ways identified to achieve that is to continue to support DW to attract visitors through the promotion of our region to domestic and international tourism markets. Therefore, there is good alignment between the *He Hiringa Tangata He Hiringa Whenua*, the activities of DW and the MOU.

Since the endorsement of the previous MOU, the Wairarapa Destination Management Plan has been developed by Destination Wairarapa with support by TRC Tourism and endorsed by all three Wairarapa district councils. The Destination Management Plan is designed to ensure that the region is governed to enable effective destination management and ensure strong positive visitor economy growth. The Destination Management Plan guides the work of Destination Wairarapa and other partners in the tourism space.

In addition, DW operates the i-Sites in Masterton and Martinborough.

Proposed changes to the Memorandum of Understanding

It is intended that the MOU remains largely unchanged from the 2019-2022 version. Proposed changes are highlighted below:

- The removal of percentage targets for growth in domestic and international visitor spend. This is due to the uncertainty around tourism in the current COVID and post COVID environment.
- Removal of references to specific tourism outcomes that were part of the original Wairarapa Economic Development Strategy. These have been replaced by actions set out in the Destination Management Plan.
- Strengthened commitment to working with iwi partners in the tourism space.
- Specific inclusion of deliverables already tasked to DW, particularly marketing responsibilities and the operation of the two i-Sites.

Options Considered

		Advantages	Disadvantages
1.	Approve the MOU 2022-2025	Continued funding for DW. Progress made towards achieving outcomes in Council and Wairarapa-wide economic development strategies.	None
2.	Approve the MOU 2022-2025 with amendments	Depending on amendments - continued funding for DW; Progress made towards achieving outcomes in Council and Wairarapa-wide economic development strategies	Other TLAs (and DW) may not agree to amendments and the MOU may not progress.
3.	Do not approve the MOU 2022-2025	Funding commitment delays.	DW is unable to continue operating; achievement of Council's strategic objectives in the tourism area aren't realised.

It is recommended that Council proceed with option 1, which ensures DW are a committed delivery partner for the visitor and tourism industries, aligns with our Long-Term Plan Community Outcomes and our strategy: He Hiringa Tangata He Hiringa Whenua.

Legislative, Strategic and Policy Implications

As stated, continuing to support DW contributes to MDC achieving outcomes identified in He Hiringa Tangata He Hiringa Whenua and the Destination Management Plan.

Significance, Engagement and Consultation

The decision to approve the MOU 2022-2025 has been assessed as not being significant under the Significance and Engagement Policy as: the decision doesn't relate to a strategic asset; it doesn't involve a change in level of service provided by Council; there is unlikely to be a high level of community interest in the decision; the decision doesn't impact on debt, rates or the financial figures in the LTP; or involve MDC exiting an existing activity or adding a new activity.

Financial Considerations

Continued funding (inflation adjusted) for DW has been included in the 2022/2023 Annual Plan.

Implications for Māori

DW has committed to working closely with iwi in the development of tourism enterprises.

Communications/Engagement Plan

No communication or engagement plan is required.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change considerations arising from the approval of the agreement.



Memorandum of Understanding between:

Masterton District Council

Carterton District Council

South Wairarapa District Council

September 2022

Destination Wairarapa Incorporated

Memorandum of Understanding

Introduction:

The three Wairarapa Territorial Authorities (TLA's), Masterton District Council (MDC), Carterton District Council (CDC) and South Wairarapa District Council (SWDC) collectively referred to as the Funders, agree to continue to collectively invest in Destination Wairarapa Inc (DW), the Regional Tourism Organisation for the Wairarapa (RTO).

The current MOU expires 30th September 2022. In accordance with the provisions of this Memorandum, the Funders have agreed to continue to invest for a further three years from 1 October 2022 to 30 September 2025.

In early 2022 the three Wairarapa TLA's endorsed the Wairarapa Destination Management Plan. The Destination Management Plan is designed to ensure that the region is governed to enable effective destination management and ensure strong positive visitor economy growth. The Destination Management Plan guides the work of Destination Wairarapa and other partners in the tourism space.

Investment Conditions:

DW will be governed by a Board of six officers comprising:

- One Officer appointed by each TLA
- Three officers appointed by the DW membership

The role of the Board is to ensure effective operation of DW as the RTO, ensuring appropriate tourism strategies, business planning and effective financial management practices are developed and implemented.

DW will maintain strict financial controls, provide regular and effective financial reports and be audited independently on an annual basis.

DW will enlist the support of stakeholders including funders, communities, tourism operators, event organisers and others associated with the visitor industry.

DW's goals and activities will be set out in a Destination Wairarapa strategy which shall be

updated regularly following input from members, the Funders, and other stakeholders, and signed off by the Board following endorsement by the Funders.

The deliverables of DW's activities are:

- (i) To increase the number of visitors to the Wairarapa, the length of time they stay in the region and the amount they spend. Specifically, DW are tasked with delivering growth in domestic and international visitor spend per annum and in line with the Tourism Industry Aotearoa Tourism Beyond 2025 framework. In particular, this growth needs to be seen between each winter period. This information will be reported as Wairarapa and by TLA where available
- (ii) Communicate with a range of Wairarapa community-based organisations and the wider business community to understand how they see themselves engaging with tourism. Assisting them where practicable to develop a tourism strategy for their community in line with the overarching destination management plan.
- (iii) Lead (with support of key partners) the delivery of workstreams under the following strategic imperatives as set out in the Destination Management Plan:
 - a. Enhance the Beacon – Empowering Destination Development
 - b. Light the Way – Unlocking Destination Marketing
- (iv) Support partners in the delivery of workstreams under the following strategic imperatives set out in the Destination Management Plan:
 - a. Effective Navigation – Enabling Destination Management
 - b. Chart the Course – Leading Environmental Regeneration
- (v) Work with iwi to determine their tourism aspirations and provide support in the development of experiences, in conjunction with Wairarapa Economic Development Strategy and other partners.
- (vi) Market the region, with a particular focus on the natural environment, public facilities and non-commercial activities, to the visitor audience.
- (vii) Provide two iSites (currently based in Masterton and Martinborough) that highlight activities, facilities and events across the region.
- (viii) Champion, on behalf of the tourism industry, participation in sustainability programmes.
- (ix) To provide an online Wairarapa events calendar and a PDF downloadable version of major events

- (x) Represent the Wairarapa in the Business Events market in partnership with suitable venues, activities and other services
- (xi) Represent the Wairarapa in the Inbound market in partnership with suitable venues and activities
- (xii) Provide links to the Wairarapa core economic development information around Buy & Invest, Live & Work and Study on the DW website
- (xiii) To provide a balanced budget
- (xiv) To report quarterly to the councils, including attending council meetings. The report is to cover progress towards all deliverables.

Investment Provisions:

From 1 October 2022 the Funders will budget a three-year investment commitment (aligned with financial years) towards the operating costs of Destination Wairarapa.

Masterton District Council

Commit \$282,914 plus GST, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year) to be applied each year via the council's Annual Plan.

Carterton District Council

Commit \$55,968 plus GST, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year) to be applied each year via the council's Annual Plan.

South Wairarapa District Council

Commit \$131,950 plus GST, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year) to be applied each year via the council's Annual Plan.

All payments shall be quarterly on invoice unless otherwise agreed.

To:	Mayor and Councillors
From:	Kaine Jaquiery, Roading Manager
Endorsed by:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Roadside Slips on Masterton Castlepoint Road and Blairlogie Langdale Road (following Extraordinary Rainfall Event in July)

DECISION

Recommendation:

That the Council:

1. **approves** 1Geo Limited be engaged through Direct Appointment to carry out the urgent proposed slip remediation works for the sites 1-7 listed below on Masterton Castlepoint Road and Blairlogie Langdale Road.

Site	Location	Estimated Cost
1	Masterton Castlepoint Road (Referred to as Carswell Site 1) approx. RP 22.425	\$ 203,989
2	Masterton Castlepoint Road (Referred to as Carswell Site 2) a few hundred meters from Carswell Site 1	\$ 149,049
3	Masterton Castlepoint Road (Referred to as Carswell Site 3) a few Hundred meters from Carswell Site 2	\$ 130,568
4	Blairlogie Langdale Road (Referred to as Kerosene Ridge) approx. RP 3.500. Variation to contract 13-21/22	\$ 474,712
5	Blairlogie Langdale Road Site 1 (approx. RP 5.880)	\$ 120,842
6	Blairlogie Langdale Road Site 2 (approx. RP 5.920)	\$ 102,764
7	Blairlogie Langdale Road Site 3 (approx. RP 5.970)	\$ 842,924
		\$ 2,024,852

2. **approves** Variation of the contract 13-21/22 for Kerosene Ridge by extending the new retaining wall a further 42 meters (site 4).
3. **notes** that sites 8 to 20 in Table 1 in Report 128/22 will be monitored and if investigations show serious movement further remediation will be accelerated, when these sites have stabilised any viable repair options will be investigated before engaging contractors to repair.

Purpose

The purpose of this report is to seek Council approval, to carry out urgent repair works on roadside slips along Masterton Castlepoint Road and Blairlogie Langdale Road that occurred

in the July 2022 extraordinary rainfall event, under Emergency works.

Context

There has been an adverse accumulated effect over June and July from rainfall on the roading network. Following the event on 12th July 2022 where 109mm of water fell in less than 24 hours on already saturated catchments, 19 key sections of pavement failed, and routes are now affected in these locations. Some of these sites were existing failures that were being monitored/investigated and have now further deteriorated following this weather event. Rainfall for the month of July was over 400mm which is close to a record for that month.

The affected road sections are as follows:

Table 1: affected Road Sections

Site	Location	Status
1	Masterton Castlepoint Road (Referred to as Carswell Site 1) approx. RP 22.425	Passing lane closed - Requires urgent intervention to prevent further loss of road
2	Masterton Castlepoint Road (Referred to as Carswell Site 2) a few hundred meters from Carswell Site 1	One lane closed - Requires urgent intervention to prevent further loss of road
3	Masterton Castlepoint Road (Referred to as Carswell Site 3) a few Hundred meters from Carswell Site 2	Part of the lane under temporary traffic management, however, further deterioration will result in full lane closure - Requires urgent intervention to prevent further loss of road
4	Blairlogie Langdale Road (Referred to as Kerosene Ridge) approx. RP 3.500.	This was an existing slip site where a contract had been let for the construction of a tied back retaining wall. The rainfall event has caused the failure to extend further and requires extension of the new wall. Appropriate contract variation approval procedures will be used for extension of this wall. Variation required to contract 13-21/22
5	Blairlogie Langdale Road Site 1 (approx. RP 5.880)	One lane closed - Requires urgent intervention to prevent further loss of road
6	Blairlogie Langdale Road Site 2 (approx. RP 5.920)	Part lane closed - Requires urgent intervention to prevent further loss of road
7	Blairlogie Langdale Road Site 3 (approx. RP 5.970)	Part lane closed - Requires urgent intervention to prevent further loss of road
8	Tinui Valley Road Site 1 (approx. RP 5.000)	Road is accessible – Site investigation and design of probable option currently underway. Will go out to market once design is finalized.
9	Tinui Valley Road Site 2 (approx. RP 5.700)	Road is accessible – Site investigation and design of probable option currently underway. Will go out to market once design is finalized.
10	Ngahape Road Site 1 (approx. RP 9.270)	Road is currently accessible; however, risk of further movement is very high. Roding team is monitoring the slip and investigating viable repair options.
11	Ngahape Road Site 2 (approx. RP 9.600)	Road is currently accessible; however, risk of further movement is very high. Roding team is

		monitoring the slip and investigating viable repair options.
12	Masterton Stronvar Road RP 9.4	Road is currently accessible; however, risk of further movement is very high. Roding team is monitoring the slip and investigating viable repair options.
13	Masterton Stronvar Road RP 9.6	Road is currently accessible; however, risk of further movement is very high. Roding team is monitoring the slip and investigating viable repair options.
14	Otahome Road RP 7.1	Historic problem, road is passable with no immediate intervening engineering proposed, currently monitoring with long term solution likely to be pole planting to stabilise roadside
15	Alfreton Tinui Road RP0.2	Road is currently accessible; however, risk of further movement is very high. Roding team is monitoring the slip and investigating viable repair options.
16	Te Ore Ore Bideford Road (Hill end) RP10.6-13.6	Road is currently accessible; however, risk of further movement is very high. Roding team is monitoring the slip and investigating viable repair options.
17	Te Ore Ore Bideford Road RP 15.1	Road is currently accessible; however, risk of further movement is very high. Roding team is monitoring the slip and investigating viable repair options.
18	Whangaehu Valley Road RP 11	Two dropouts, very active site. Road is currently accessible; however, risk of further movement is very high. Roding team is monitoring the slip and investigating viable repair options.
19	Bluff Rangitumau Road RP 0.5	Road is currently accessible; Drop out under road forming with active over slips. Planned gravity block wall. detailed designs to be confirmed prior to any construction.

Analysis and Advice

Engineering specialists from 1Geo Limited have carried out preliminary inspections of sites 1-7 which require urgent intervention now, and their proposed repair methodologies are as follows:

Table 2: Analysis/Repair

Site	Location	Repair
1	Masterton Castlepoint Road (Referred to as Carswell Site 1) approx. RP 22.425	Construct geogrid retaining structure 41m long - Excavation of slumped section to max. 3m depth and replace with Geogrid Tensor RE520 retaining wall system using AP40 & AP65 infill material. Improve drainage system and reinstate road and surfacing.

Site	Location	Repair
2	Masterton Castlepoint Road (Referred to as Carswell Site 2) a few hundred meters from Carswell Site 1	Construct geogrid retaining structure 27m long – Excavation of slumped section to max. 2.6m depth and replace with Geogrid Tensor RE520 retaining wall system using AP40 & AP65 infill material. Improve drainage system and reinstate road and surfacing.
3	Masterton Castlepoint Road (Referred to as Carswell Site 3) a few Hundred meters from Carswell Site 2	Construct geogrid retaining structure 23m long – Excavation of slumped section to max. 2.6m depth and replace with Geogrid Tensor RE520 retaining wall system using AP40 & AP65 infill material. Improve drainage system and reinstate road and surfacing.
4	Blairlogie Langdale Road (Referred to as Kerosene Ridge) approx. RP 3.500	Extend the new tied back retaining wall by further 42m from initial design. This is an existing contract currently let to 1Geo and appropriate variation approval procedures to be followed.
5	Blairlogie Langdale Road Site 1 (approx. RP 5.880)	Anchor and waler installation – supply and install 8m embedded grouted anchors and walers to support the existing 32m retaining wall.
6	Blairlogie Langdale Road Site 2 (approx. RP 5.920)	Construct geogrid retaining structure 20m long – Excavation of slumped section to max. 5.0m depth and replace with Geogrid Tensor RE520 retaining wall system using AP40 & AP65 infill material. Improve drainage system and reinstate road and surfacing.
7	Blairlogie Langdale Road Site 3 (approx. RP 5.970)	Tied back Retaining structure 72m long- Construct new 72m tied back UB and timber retaining wall with 7m embedded grouted anchors.

Sites 8-20 are currently being monitored and investigated for viable solutions which will be tabled later.

Options Considered

A summary of the options considered in relation to sites 1-7 are included in the table below:

Table 3: Options Considered

Option	Estimated Cost	Advantages	Disadvantages
1 Do minimum-reduces the Level of Service	\$60,000	Affordable within existing budgets	<ul style="list-style-type: none"> • This is not considered a viable option for the following reasons: <ul style="list-style-type: none"> ▪ Further failures will result in loss of whole road. ▪ Both roads are primary routes for agriculture, forestry and associated rural businesses ▪ No major alternative route is available and closure of both roads (resulting from further

Option	Estimated Cost	Advantages	Disadvantages
			failures) would present significant issues both in the short and long term.
2 Retreat/Re-align the sections of the road where failures have occurred	\$8,000,000 - \$12,000,000	Potentially long term solutions if proven technically feasible (see explanation re disadvantages)	<ul style="list-style-type: none"> • This option requires extensive earthworks, drainage works, and bank stability works • Upslope terrain surrounding each of the failed sections is very unstable –stability trees had been planted on these slopes for stabilisation. Excavating into the bank will further destabilize the slope and caused major landslips. Stabilising the upslope bank after earthworks may be very expensive making it an unfeasible option. • Detailed investigations, design, procurement of contractor in the current limited market and implementation of this option may take many months to execute. • Given the high instability of the terrains surrounding each site, realignment may not entirely protect the road from further movement • Very expensive

Option	Estimated Cost	Advantages	Disadvantages
<p>3 Carry out the slip remediation works proposed by 1Geo Limited specialists for sites 1-7.</p>	<p>Approx \$2,025,000 Summary of cost for each site is included in table 4 below</p>	<ul style="list-style-type: none"> • Quick and effective methodology to reinstate full access to the two key major routes within the MDC network • Decelerates the movement of the road section caused by the instability of upslope terrains. • Given that 1Geo Limited is currently established on Kerosene Ridge site which is within proximity of all sites 1-7, there is significant savings in P & G, mobilisation other procurement costs. • 1Geo Limited has indicated availability of required resources to carry out works on these sites with urgency. 	<ul style="list-style-type: none"> • Cost of the works (per engineers estimates) may compromise existing roading budgets, although a funding solution is proposed.

Recommended Option

1. It is recommended that 1Geo Limited be engaged through Direct Appointment to carry out the proposed slip remediation works for sites 1, 2, 3, 5, 6 & 7 on Masterton Castlepoint Road and Blairlogie Langdale Road.
2. It is also recommended to vary contract 13-21/22 for Kerosene Ridge by extending the new retaining wall further 42 meters.
3. Sites 8 -20 will be monitored and if investigations show serious movement further remediation will be accelerated, when these sites have stabilised any viable repair options will be investigated before engaging contractors to repair.

The estimated value of sites 1-7 is listed below. Each failure remedy involves specialist work, and the proposed rates are similar/comparable to recent market rates and considered fair and reasonable. The fixed price and scope of works provides value for council money.

Table 4: Recommended Repair Estimate

Site	Location	Estimated Cost
1	Masterton Castlepoint Road (Referred to as Carswell Site 1) approx. RP 22.425	\$ 203,989
2	Masterton Castlepoint Road (Referred to as Carswell Site 2) a few hundred meters from Carswell Site 1	\$ 149,049
3	Masterton Castlepoint Road (Referred to as Carswell Site 3) a few Hundred meters from Carswell Site 2	\$ 130,568
4	Blairlogie Langdale Road (Referred to as Kerosene Ridge) approx. RP 3.500.	\$ 474,712
5	Blairlogie Langdale Road Site 1 (approx. RP 5.880)	\$ 120,842
6	Blairlogie Langdale Road Site 2 (approx. RP 5.920)	\$ 102,764
7	Blairlogie Langdale Road Site 3 (approx. RP 5.970)	\$ 842,924

Summary of Considerations

Strategic, Policy and Legislative Implications

Procurement Policy – This work is required to be carried out under urgency to avoid further critical damage to infrastructure. This situation requires rapid procurement and there is an exemption process available to expedite this under the Procurement Policy avoiding a lengthy open tender process.

The Council has the appropriate delegated authority to approve the emergency works under MDC delegation register.

The emergency works are eligible for funding assistance from Waka Kotahi NZ Transport Agency and an application has been submitted and verbally endorsed. The application is in line with Waka Kotahi's policies and procedures but is subject to final board approval.

Assessment of Significance

The proposed changes have been assessed against the MDC Significance and Engagement Policy. It is considered to have medium significance in that:

- Relates to a strategic part of the Roding Network
- There is positive impact on the community once remediated.
- There is minor effect on residents' rates or MDC budgets; and
- There is no degree of controversy.

Given the nature and urgency of the emergency work, consultation to obtain public feedback on analysis and alternatives was not carried out. The public will be informed throughout the repair process and collaboratively discuss any concerns raised. The necessary emergency works are required to be completed with urgency to preserve the roading network and maintain a level of service.

Communications/Engagement

The standard contract start-up procedures will be undertaken to clarify contract requirements, and receive contract insurances, traffic management plans, quality plan, health and safety plan, environmental plan and contract programme.

Work sites and programmes will publicly be notified through Council Website and liaisons made with property owners adjacent to the works that are directly affected.

Financial Considerations

The total cost for the additional urgent emergency sites works is \$1,550,140 excluding the Kerosene Ridge variation which is an additional \$474,712

All works are eligible for funding assistance rates (normal FARs) for co-investment from the National Land Transport Fund (NLTF). This is in response to a defined, major, short-duration natural event (a qualifying event) that has reduced or will reduce customer levels of transport service significantly below those that existed prior to the event and results in unforeseen, significant expenditure.

Waka Kotahi have yet to confirm their acceptance of this qualifying event or the application of their formula to calculate the FAR rate that will apply to the emergency works. If the claim is accepted and the normal FAR rate (57%) applies, the Council needs to find an additional \$870,700 for its share of the work recommended in this report. The FAR rate may be as high as 77% which would reduce the Council share by approximately \$300,000.

The reserve fund known as the Flood Damage Fund has been drawn on in 2021/22 (\$578,913) for the costs incurred in the February Cyclone Dovi event. Further remediation work from that event (at Kerosene Ridge and Homewood Road) have been budgeted in 2022/23, the Council's share coming from the Flood Damage Fund. It can be assumed that up to \$400,000 of 2021/22 rates funding surplus will be transferred into the Flood Damage Fund. The fund is therefore projected to be a deficit of between \$760,000 and \$1,060,000 by 30 June 2023, assuming no further weather events mean more funding is needed.

The deficit in the fund can be sustained in the short term by offsetting it against the Council's overall investment funds, but the fund should be restored to a positive balance. To do this from roading rates in 2023/24 would mean adding to the projected rates increase by at least 2%. Alternatively, restoring the fund to a positive balance could be smoothed over 2 years with 1% per annum increases in rates and with a view to continue those increases beyond the 2 years to build the fund back up.

Implications for Māori

No implications specific to Māori have been identified for this decision.

Environmental/Climate Change Impact and Considerations

No environmental/climate change impacts have been identified in relation to this decision.

Next Steps

Following the approval of these works 1GEO will start to procure materials and plan establishment. at each site following completion of the works at Kerosene Ridge.

Work sites and programmes will publicly be notified through Council Websites and through other media deemed appropriate so that users within the community can understand repair timeframes.

To:	Your Worship and Elected Members
From:	Matt Steele, Senior Policy Advisor – Economic Development
Endorsed by:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Approval of the Wairarapa Economic Development Strategy 2022-25

DECISION

Recommendation:

- a) **notes** that the Wairarapa Economic Development Strategy (2018) was reviewed by HenleyHutchings;
- b) **notes** that following the review a refreshed Wairarapa Economic Development Strategy (WEDS) was prepared by HenleyHutchings, and refined by MDC staff with support from the WEDS Forum and WellingtonNZ staff;
- c) **notes** that the refreshed WEDS was presented to the Combined Wairarapa District Councils forum on 17 August 2022;
- d) **approves** the refreshed WEDS included as Attachment 1 to Report 129/22, including the 2022-2025 workplan (Attachment 2 to Report 129/22);
- e) **delegates** authority to the Chief Executive to approve minor proofing corrections and final designs of the publication version of the WEDS;
- f) **approves** the WEDS Memorandum of Understanding (MOU) included as Attachment 3 to Report 129/22;
- g) **delegates** authority to the Chief Executive to sign the approved WEDS MOU;
- h) **notes** that the WEDS and the MOU will not be operational until all parties formally approve these documents;
- i) **notes** that the WEDS will be publicly launched in November 2022, with the incoming Council to be invited to the launch; and
- j) **directs** that the WEDS Forum is provided with cost estimates for the actions in the workplan for their December 2022 meeting.

PURPOSE

The purpose of this report is to seek Council approval of the refreshed Wairarapa Economic Development Strategy 2022-25 (WEDS), as included as Attachment 1, the 2022-25 workplan as included as Attachment 2, and the WEDS Memorandum of Understanding (MOU), as included as Attachment 3. The refreshed WEDS, once approved by all three Wairarapa district councils, replaces the previous WEDS and sets the strategy and workplan for region wide economic development activity.

BACKGROUND

The original WEDS came about as an initiative from the three Wairarapa District Councils in collaboration with Greater Wellington Regional Council (GWRC). The WEDS was adopted in 2018 and set out a vision for the Wairarapa as the “best of rural and urban living”.

In 2021, the decision was taken to review the WEDS in order to develop a refreshed strategy, agreed set of priorities and an action plan for implementation. HenleyHutchings (who developed the original WEDS in 2018) were contracted to undertake the review work and provide a refreshed strategy. From the refreshed strategy, WellingtonNZ staff based in the Wairarapa were to create a work plan to support the rollout of the WEDS.

HenleyHutchings commenced the review in October 2021 which involved desktop research and extensive engagement via workshops, surveys and interviews. From this work a refreshed strategy was developed and provided to the WEDS Forum in June 2022. This strategy was further refined by MDC staff with direction from the WEDS Forum. Alongside this, WellingtonNZ developed the associated 2022-2025 workplan (Attachment 2).

The refreshed WEDS is based on a new vision, “Thrive Wairarapa – A Thriving Community, Alive with Opportunity”. Activities in the plan are grouped under different focus areas and centred around either growing comparative advantage (opportunities) or building resilience (enablers).

Following endorsement of the WEDS and its associated workplan by all three Wairarapa district councils, the publication version of the WEDS will be finalised by the contracted designers, Bluddy Brilliant. It is proposed that the refreshed WEDS will be launched in November 2022 by the WEDS Forum and the three incoming Wairarapa District Councils.

DISCUSSION

WEDS 2018

The WEDS (2018) came about as an initiative from the three Wairarapa District Councils in collaboration with GWRC. Development of the WEDS, undertaken by HenleyHutchings, included stakeholder engagement through both stakeholder interviews and meetings of action groups in each key industry sector. Iwi and the Wellington Regional Economic Development Agency (WREDA) were also consulted. The WEDS was adopted by the three Wairarapa district councils in 2018.

The WEDS was based on the vision for Wairarapa as “the best of rural and urban living”. It focused on three key industry sectors: added-value food and beverage, visitors and tourism and knowledge-intensive industries. These key sectors were then supported by key people enablers – housing, knowledge and skills, and business development – “to enable the growth and development of our communities to achieve sustainable growth in our key sectors with no one left behind”.

The review of the WEDS

In 2021, the decision was taken to review the WEDS to develop a refreshed strategy, agreed set of priorities and an action plan for implementation. The review was put out to tender, with HenleyHutchings being selected to undertake the review.

The review commenced in October 2021. The review was underpinned by both desktop research on the Wairarapa and comparator regions, and significant engagement across the Wairarapa community. A total of twenty-six in-depth interviews were undertaken across a range of businesses and industries. A public survey on economic development priorities received 132 returns and helped inform the refreshed strategy. A multi-stakeholder group featuring industry leaders and local government also met twice for day long workshops and provided feedback on the key areas of the strategy.

The review showed that since the release of the WEDS, a large amount of experience has been gained in the region on the design and implementation of a region-wide strategy. There has also been a significant change in the economic environment in both the Wairarapa and across the country. There has been steady growth in the region, coupled with falling unemployment and low interest rates (until recently). There have also been significant rises in house and land values, impacts of the ongoing COVID-19 pandemic, challenges around immigration, and rising inflation.

From the review, a number of key lessons have emerged, and these have guided the formulation of the refreshed strategy:

- Less is more – too many projects can impact on effectiveness. They can dilute effort and resources and hinder focus on more significant projects.
- Resourcing – clear funding sources are needed for major projects. Without the discontinuing of the Provincial Growth Fund, this is a significant challenge.
- Leadership – responsibility for decision making and prioritisation needs to be clearly distilled.
- Partnership – genuine partnership with iwi adds strength and momentum to economic development.
- Cohesion – stronger focus needed on joining initiatives together.
- Long term planning – need to think long as well as short term, which helps to stay on track with more difficult projects.
- Evidence – activity needs to be based on evidence, not just on hunches or chasing funding availability.

The refreshed WEDS

This refreshed WEDS focuses on what is good for the Wairarapa, recognising the strengths and challenges, and builds and leverages off the work that has come before. It focuses on the uniqueness of the Wairarapa region, and our key priorities and opportunities. It is practical and deliverable.

The WEDS is in two parts. The first part sets out what is trying to be achieved, including the vision, key drivers, and areas of success. The second part details the work to be undertaken to ensure the success of this strategy.

The refreshed WEDS is based on a new vision, “Thrive Wairarapa – A Thriving Community, Alive with Opportunity”. It identifies two ways to help deliver this vision: opportunities, which focuses on growing comparative advantage, and enablers, which focuses on building resilience.

The opportunities and enablers sit under primary areas of focus. While these primary areas of focus allow grouping together of complementary workstreams, workstreams are likely to cut across more than one focus area. For example, we would expect workstreams grouped under “Iwi Focus” to feature in the other areas of focus. The five areas of focus are:

- People Focus
- Business Focus
- Iwi Focus
- Land Use Focus
- Digital/Tech Focus

For each of the areas of focus there are a number of programmes and initiatives for delivery. These programmes are detailed in the strategy and set out in the associated workplan in Attachment 2.

Governance and Delivery

It is proposed that the WEDS Forum oversees the delivery of the WEDS workplan. The Forum is made up of the Mayors and Chief Executives of the three Wairarapa district council’s, iwi representatives, industry representatives, WellingtonNZ, and an independent Chair, Adrienne Young-Cooper.

The delivery of the workplan will be led by WellingtonNZ staff based in the Wairarapa, with support by the wider WellingtonNZ organisations. A Memorandum of Understanding has been drafted (attached as Attachment 3) for the Wairarapa district councils and WellingtonNZ. The MOU sets out:

- the roles and responsibilities of the Wairarapa district councils and WellingtonNZ in supporting the delivery and implementation of the WEDS;
- the funding commitments from the Wairarapa district councils in supporting the delivery and implementation; and

- the role, responsibilities, structure and membership of the WEDS Forum.

If Council approves the WEDS, workplan and MOU, it is recommended Council directs that the WEDS Forum is provided with cost estimates for the actions in the workplan for their December 2022 meeting. These cost estimates will support final decisions on prioritisation for delivery.

OPTIONS CONSIDERED

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

Option		Advantages	Disadvantages
1	Council approves the WEDS, workplan and MOU	<p>Wairarapa has a refreshed strategy that directs economic development activity and aligns with wider regional strategies.</p> <p>Progresses review work undertaken by an external contractor.</p> <p>Current Councils see this work through to completion.</p>	Incoming Councils do not have the opportunity to further refine the strategy.
2	Council does not approve the WEDS, workplan and MOU	All incoming Councils would have the opportunity to further refine the strategy	<p>Further delays work to support the implementation of the strategy.</p> <p>Reputational risk for Council given the extensive community engagement.</p> <p>Delays work that has been in progress since October 2021.</p>

RECOMMENDED APPROACH

It is recommended that the Council approves the Wairarapa Economic Development Strategy. The WEDS provides the region with clear direction for economic development activity, and links with the Wellington Regional Economic Development Plan

SUPPORTING INFORMATION

Strategic, Policy and Legislative Implications

The WEDS is not a legislative requirement. However, it provides a strategic plan for economic development across the Wairarapa region.

The WEDS aligns with the recently launched Wellington Regional Economic Development Strategy (WREDS), with the Wairarapa region actions in the WREDS also reflected in the WEDS. The involvement of WellingtonNZ in the delivery of both strategies will support a more joined up approach within Wairarapa and across the Wellington region.

Significance, Engagement and Consultation

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

Extensive consultation was undertaken as part of the review and refresh of the WEDS. Input was sought from across business and industries, with feedback used to develop the refreshed WEDS.

Financial Considerations

The WEDS is a plan for economic development across the whole of the Wairarapa. Throughout this WEDS it is evident that councils will have a role to play in the delivery of the WEDS. The WEDS sets out the strategic objectives for achieving social, economic, cultural, and environmental success for the region. However, the action plans that sit with those objectives are the responsibility of all stakeholders involved – council is very much a stakeholder of economic development. Funding for the delivery of the WEDS comes out of the funds set aside for economic development as part of the long-term plan of each of the three Wairarapa district councils. MDC's contribution for the 2022/23 financial year is \$100,000 + GST plus an adjustment for inflation based on the annual Consumer Price Index.

WellingtonNZ, who is providing delivery resource for the WEDS, is funded through Greater Wellington rates.

Iwi/Māori Considerations

Mana whenua have been involved throughout the development of the WEDS, particularly at the governance level through their membership of the WEDS Forum and through interviews and workshops with HenleyHutchings. Some of the goals and aspirations in the WEDS are detailed in the Iwi Focus area, but it is expected that iwi will be engaged and involved across the strategy.

Environmental/Climate Change Impact and Considerations

Climate change and the environment have been a consideration during the development of the WEDS. A key part of the vision is environmental responsibility, with a focus on Wairarapa playing its part in the new low carbon economy.

NEXT STEPS

Carterton District Council and South Wairarapa Council will consider the WEDS at their upcoming September 2022 meetings.

If the WEDS is approved by all three councils, final design work will be completed for the publication version. It is expected that the WEDS will be launched in November 2022.

If the WEDS MOU is approved, the three Wairarapa District Council CE's and the WellingtonNZ CE will sign the document.

Cost estimates for the actions in the workplan will be requested for the December 2022 WEDS Forum meeting. Following this meeting these details will be provided to the three councils.

DRAFT



**Wairarapa
Economic Development Strategy**

Rautaki Whanaketanga Ohaoha o Wairarapa

TAGLINE

“Striving for our community thriving”



THE STRATEGY AT A GLANCE

OUR VISION

A thriving community alive with opportunity

'Thrive Wairarapa' An Economic Development Strategy for 2022 - 2030 and beyond.

Tūranga-waewae
our place, our identity

Resilient
resilient households,
businesses & infrastructure

Value-added
improving value
and productivity

Thrive

Humming
vibrant and exciting

Innovative
creating new businesses,
building competitive
advantage

Environmentally
responsible
preserving and restoring
our natural heritage

THE TWO WAYS WE CAN HELP WAIRARAPA TO THRIVE

OPPORTUNITIES

Growing Comparative Advantage

Fostering enterprise that will underpin the future economy

Sector Development

- Providing support to sectors eager to improve their position

Business Acceleration

- Providing support to businesses looking to scale up

Iwi/Māori Economy

- The Māori economy continues to grow and strengthen through opportunities for collaboration, joint investment and enterprise

Optimise Land Use

- Encouraging the introduction of value-added food and fibre activities and to build water resilient land uses

Advanced Digital & Technology Adoption

- Encouraging technology adoption by local businesses

ENABLERS

Building Resilience

Protecting what we have got and working to make it better

Capable People

- Retaining and attracting productive people
- Building skill levels to national equivalents and above

Robust Businesses

- Building depth and capacity into local businesses
- Enhancing business competence, especially in digital

Iwi Partnerships

- An ongoing sustainable working relationship across all sectors

Adequate Water

- Ensuring there is sufficient good quality freshwater into the future

Enabling Infrastructure

- Ensuring transport infrastructure develops at pace in line with current plans
- Placing strong emphasis on the enhancement and extension of digital connectivity

indicators of success

IF WE ARE SUCCESSFUL, WE WILL SEE:



Iwi/community partnerships

- An active Iwi/Māori economy
- A stronger Iwi voice
- A shared sense of direction built on mutual respect



Enterprise improvement

- More businesses
- Improved employer skills
- Greater use of digital capabilities



Environmental improvement

- Restoration of forests and wetlands
- Improved water quality in lakes and rivers
- Improved soil quality



Prosperity improvement

- Rising household incomes



More jobs, better training

- Rising skill levels
- Jobs to match



Low carbon economy

- Playing our part in creating a new low carbon economy

WEDS

Wairarapa
Economic Development Strategy

Rautaki Whanaketanga Ohaoha o Wairarapa

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Foreword

Since the release of the first Wairarapa Economic Development Strategy (WEDS) in 2017/18, a huge amount of experience has been gained in taking a region-wide approach to economic development. In addition, the environment around economic development has changed. There have been five years of steady growth in the national economy, falling unemployment and low interest rates. There have also been rampant property values, COVID-19 limitations, national controls on immigration and more latterly a significant uptick in inflation. In regional terms the advent and the departure of the Provincial Growth Fund has been a major influence on resource availability for regional projects.

A refresh of the WEDS was timely given the fast-moving context for the Wairarapa. The refresh of this Strategy has been overseen by the WEDS Forum. The Forum is made up of the Mayors and Chief Executives of the three Wairarapa district council's, iwi representatives, industry representatives, WellingtonNZ, and an independent Chair, Adrienne Young-Cooper. The refresh work, undertaken by HenleyHutchings, was funded by WellingtonNZ.

It was important to us that a wide range of people and views fed into the development of the refreshed WEDS for 2022 to X. Stakeholder engagement was significant, with 26 in-depth interviews conducted. A survey with 132 responses was undertaken with individuals and interested parties. A multi-stakeholder group met twice for day-long workshops and sifted through the evidence and their own experience to provide advice.

With four years of experience and greater knowledge of the dynamics of the local economy and community, this refresh has adopted some key lessons from the first iteration of the WEDS. In particular, that less is more, leadership and resourcing are important questions to be answered at the start of any programme, Iwi partnerships with Rangitāne o Wairarapa and Ngāti Kahungunu o Wairarapa, are essential for any successful regional plan, and that work in the economic development space needs to be linked to other initiatives, with thinking beyond the short term.

Partnership and collaboration will be the foundation of success for the WEDS. Wairarapa is a small region with a big heart. It does not have the resources of many other regions. It makes up for that by actively working together with a common purpose and shared energy. From the example of the partnership of iwi, councils and community, other partnerships will grow, and the region will flourish. We will seek to build a genuine understanding of our common values around environment, people and enterprise and our future prosperity.

The refreshed WEDS focuses on what is good for the Wairarapa, recognising our strengths and challenges, and builds and leverages off the work that has come before. It focuses on the uniqueness of the Wairarapa region, and our key priorities and opportunities. It is practical and deliverable.

The WEDS is in two parts. The first part sets out what we are trying to achieve, including the vision, key drivers, and areas of success. The second part of the WEDS details the work to be undertaken to ensure the success of this strategy.

The release of the refreshed WEDS comes at a good time. The world is moving into a different phase of the COVID -19 pandemic but is currently faced with economic and political uncertainties. Domestic tourism continues to grow, while the population of the Wairarapa is growing and changing as more people take advantage of the increased flexibility in working arrangements. New technology and industry continue to emerge, change is taking place, and we want to harness this.

We also want to be sure that this Strategy works across the community, from business owners through to those who are currently underserved by the system, from the older generation through to young people trying to find their way in the world. This is the region's Strategy, and we hope that it can help us continue to grow and develop.

The action plan detailed in the refreshed WEDS will be overseen by the WEDS Forum, on behalf of the three Wairarapa district councils, and supported by WellingtonNZ staff based in the region. This arrangement is further detailed in a Memorandum of Understanding, which is available on the WEDS website.

(From the Mayors and Adrienne)

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Section 1: The Strategy - What we are trying to achieve

Context

A close study of the Wairarapa economy and community illustrates a number of key characteristics of the region which help define the direction of the refreshed Wairarapa Economic Development Strategy (WEDS). The most important of these characteristics are listed here:

- **Comparative Advantage**

Successful regions generally have two or three areas in which they excel. Examples are Marlborough in wine, Southland in dairying, Waikato in agri-business, Taranaki in energy and Bay of Plenty and Hawke's Bay in horticulture. Wairarapa lacks decisive areas of comparative advantage. There are areas where it has shown promise such as wine, artisan and tourism, and there are opportunities to grow and harness these sectors.

Clusters of comparative advantage can bring economies of scale to an economy with shared infrastructure and logistics helping create a more cost-effective foundation for enterprises.

- **People and skills**

There is strong growth in the old and young populations, with the older population bringing cash to the economy. But there is negligible growth in the economically productive age of 18 to 60 years. These are the people who populate the enterprises that drive the economy. Employment growth is behind the national average, and we need to attract more people in the productive age group to the region to sustain a push for robust areas of comparative advantage, nor is there the required quantity and range of skills.

- **Economic trends**

After a long period of low growth, there has been steady growth in the last five years in line with the rest of New Zealand. People in the Wairarapa have felt more prosperous than they have for a long time. This has been significantly aided by population growth and people bringing wealth to the region through retirement and remote employment.

These windfall gains are nice to have but need to be supported by a resilient economy. A resilient economy needs sustainable long-term growth of local employment and enterprise, ideally some of which is clustered in areas of comparative advantage.

- **Productivity**

While there has been an improvement in productivity in recent years, the Wairarapa is at best on the national productivity average. This is the result of many things, but in particular, the small scale of businesses, skill deficits and the lower level of technology enablement of businesses.

Technology enablement is particularly important because it can facilitate the production of small volume and short run products marketed directly to the end user. By cutting out the middleman cost Wairarapa producers can produce bespoke products at a lower cost making them more competitive.

- **Urbanisation**

Wairarapa sees itself as a rural region however growth is taking place in urban based businesses and occupations. This is not sufficiently recognised, perhaps even ignored. Most of the faster growing

enterprises are not in the agricultural sector. The Wairarapa is becoming, like the rest of New Zealand, increasingly urban.

- **Shared sense of direction for the future**

The Wairarapa has not so far been able to articulate a shared sense of direction for the future that has resonated widely across the region. This strategy, alongside joined up leadership, is an opportunity to create strong forward momentum for the economy and community.

- **Changing Climate**

Climate change will impact the Wairarapa significantly effects and adaption will be required. Lifestyle values are very high in the Wairarapa, and economic development needs to be considered in a way that does not erode these values.

Vision

A vision seeks to capture and galvanise the spirit that will lead the Wairarapa forward. The vision for the refreshed WEDS is:

“Thrive Wairarapa”

A Thriving Community, alive with opportunity

Tūrangawaewae

a sense of place, identity, connection and belonging

Humming

vibrant and exciting, attractive to visitors and business

Resilient

Adapt in the face of adversity: resilient households, businesses, infrastructure

Innovative

enabling new ideas, problem-solving , building comparative advantage

Value-added

improving value and productivity

Environmentally Responsible

promote restoration, preservation, land-use optimisation and water resilience

Key Drivers

As part of the engagement and consultation that supported the development of this strategy, some key drivers that the strategy needs to give effect to, which reflect the vision, were identified. These drivers are:

- **Lifestyle and Wellbeing**

Lifestyle is very important to people in the Wairarapa. While opinions differ on what defines the “Wairarapa” lifestyle, the question has to be asked at every turn: “How is what we are doing contributing to the wellbeing of people in the Wairarapa”.

- **Environment**

The environment is important to the people of the Wairarapa. Proximity to the natural environment is a key reason why many people live and work in the region. The Wairarapa also has lots of businesses that rely on the environment, geography, and climate of the area for their success.

Environmental themes are woven through several of the focus areas, particularly the land use and business focus areas. Responding to this theme involves bearing in mind environmental considerations and including them as a consideration in land use development and the types of businesses that are supported.

- **De-carbonisation**

In this day and age, it is impossible to prepare a credible economic development strategy without reference to the carbon transition we are facing as a nation and a global community.

The approach taken in the WEDS is to encourage a diverse range of steps which together can add up to something more substantial. The principle of carbon transition needs to lie behind everything we do so that we are creating a future-proofed economy.

Indicators of success

If we are moving in the right direction, and delivering the results that we want, we will see the following indicators of success across the work programme.

Iwi/community partnerships	an active Iwi/Māori economy; a stronger Iwi voice; a shared sense of direction built on mutual respect
Enterprise improvement	more businesses, improved employer skills, greater use of digital capabilities
Environmental improvement	restoration of forests and wetlands, improved water quality in lakes and rivers; improved soil quality
Prosperity improvement	rising average household incomes
More jobs; better training	rising skill levels; jobs to match
Low carbon economy	playing our part in creating a new low carbon economy

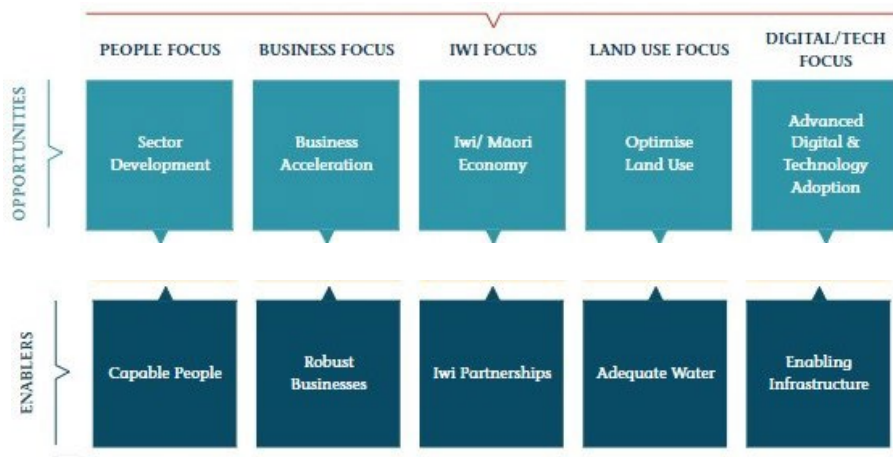
The WEDS Matrix

The WEDS Matrix translates the vision and key drivers into an action plan. The matrix is made up of a number of elements that build towards the whole.

Opportunities and Enablers

There are two ways to help the Wairarapa achieve its vision to thrive: opportunities, which focuses on growing comparative advantage, and enablers, which focuses on building resilience.

For this Strategy we have five opportunities and five enablers, as set out in the table below.



Primary areas of focus

The opportunities and enablers sit under a primary area of focus. While these primary areas of focus allow us to group together complementary workstreams, workstreams are likely to cut across more than one focus area. For example, we would expect workstreams grouped under “Iwi Focus” to feature in the other four enablers. The primary areas of focus are explained further below.

The “PEOPLE FOCUS” has foundation activities which include building skills, attracting, and training people. The opportunity it supports is the growth and development of sectors like tourism, construction, and primary industries, to take best advantage of those capable people. Sector development is vital to growing comparative advantage.

“BUSINESS FOCUS” recognises that businesses are the basic building block of economic development. Capable and efficient businesses spawn robust economic activity. This brings the WEDS right down to the level of people in business or sectors.

“IWI FOCUS” will be built on a genuine partnership and opportunities for participation with Rangitāne o Wairarapa and Ngāti Kahungunu o Wairarapa. A Māori Economic Development Strategy/Framework will guide Māori economic development, with opportunities to link with the broader regional WEDS programme.

“LAND USE FOCUS” is important for developing land-based comparative advantage like horticulture, but for that to be successful it needs to be built on reliable and adequate water in a climate change environment. This focus area also supports land-use optimisation, water resilience and preservation activities.

“DIGITAL/TECHNOLOGY FOCUS” addresses a number of key matters. This focus must be built on a satisfactory digital network. Digital communication requires a digital culture. Businesses with strong digital capability often see benefits in efficiency, flexibility, and innovation. Digital connectivity and literacy help to overcome the small size and isolation of businesses in the Wairarapa.

WEDS Matrix – Overview of Programme

The WEDS Matrix provides an overview of the total WEDS programme, describing the outcome and activities for each of the opportunities and enablers.



The following section describes in detail the outcomes and activities in each of the focus areas.

Enablers – Building Resilience

We have identified five enablers to build resilience through this strategy. Each of these enablers are described in terms of an outcome and have one or two activities to take forward.

- I. **Capable people** – a contemporary Wairarapa needs capable people. For the Wairarapa community and economy the most productive area for building capability is in vocational skills. They are the practical skills that build an economy, and they are in clear demand.

- II. **Robust businesses** – The Wairarapa is a region of small businesses that could use additional support to ensure that they are good employers and business managers. There are over 6,000 businesses across the region, and a high proportion are self-employed, or small business that do not employ any staff. To progress the economy, greater resilience and robustness is required in these businesses, along with supporting new enterprise, growth opportunities and innovation

- III. **Iwi Partnerships** – Treaty Settlements will continue to build the capacity and capability of Iwi and Māori owned businesses. Iwi partnerships and Iwi representation continuing on the WEDS Forum helps with building linkages with the wider regional WEDS programme and identifying further opportunities as they arise.

- IV. **Adequate water** – Changing climate and increasing commercial and residential demand will have significant impacts for the Wairarapa, particularly around the availability of reliable freshwater. The provision of a resilient water supply will require both public and private sector responses. The public sector needs to get planning provisions right. It also needs to deal with regulatory issues such as water allocation to ensure there is sufficient water to go around and that it is being used productively. The private sector needs to invest in water capture/storage and efficient use.

The scale of enablement required for water resilience is considerable. Given the regulatory reforms currently underway, particularly the progression of the Three Waters reforms through Parliament, any work in this space will need to be considered alongside the impacts of these changes. Greater Wellington Regional Council are refreshing the Wairarapa Water Resilience Strategy, and developing an implementation plan, which will guide the work in this space. The WEDS programme will reflect this implementation plan, with opportunities explored for targeted support.

- V. **Enabling infrastructure** – The Wairarapa faces a number of infrastructure challenges. Some are already being actively managed, particularly in the transport area where the Greater Wellington Regional Council and the Regional Land Transport Committee are active on rail and road upgrades.

Digital technology is crucial to the success of the Wairarapa because of its small size. Technology capability will make the Wairarapa more competitive in the modern economy. Local business with good digital connectivity makes this possible. While the level of connectivity is improving, there are still reported to be many black spots and system under-performance. Advocacy is required to ensure that the agencies responsible do what must be done, not just today but into the future too.

Opportunities – Building comparative advantage

There are five opportunities to build comparative advantage through this Strategy. As with the enablers, they are described in terms of an outcome.

I. Sector Development

Opportunities most often grow from within sectors. Strong sector leadership is often associated with successful businesses and vice versa. In the Wairarapa, sectors such as tourism and construction have shown themselves to be energetic in operating as a sector. For example, *Destination Wairarapa* was one of the first Regional Tourism Organisations in New Zealand to produce a Destination Management Plan, which has now been adopted by all three Wairarapa Councils. This will enable cohesive partnership with WEDS activity to cultivate opportunities in the plan.

This opportunity involves encouraging sectors to make plans and implement them. Early contenders are construction (already advanced), primary (already advanced but lacking integration), health, technology, and the wine sector. However, any sectors looking for support will be considered. We will also look to identify emerging sectors for support.

II. Business Acceleration

There are a number of local businesses who could use additional support, funding and capability to start-up, scale-up or grow innovative ideas with regional benefit. WEDS will act as an enabler and connector of opportunities alongside regional partners such as *Business Wairarapa*.

III. Iwi/Māori economy

Local Iwi in the Wairarapa are focusing on a number of areas already identified in the WEDS.

Initiatives are emerging in primary sector, energy, and tourism, and other areas. A Māori Economic Development Strategy, developed in partnership, will focus effort and continue to connect and harness the variety of funding and capital sources that can support this work.

IV. Optimised Land Use

Land uses change for many reasons, often because of changing market forces, consumer demand and changing agricultural practices. Environment is a major consideration in land use change. Regulations and climate change prospects are currently strong change agents in land use and will continue to be into the future.

The opportunity is for new or extended land uses optimised for high value, such as horticulture. In fact, horticulture initiatives were strongly supported by the stakeholders spoken to as part of the refresh of the WEDS. There is also an opportunity to support existing land use, recognising the place for existing land use in the region.

There is a strong link with water availability because reliable water is invariably a key ingredient to such development. It can also be used to incentivise optimal use of land.

V. Advanced Digital and Technology Adoption

The focus of this opportunity is on enhancing the digital capability of Wairarapa businesses, the workforce, and the community more generally. Success for a small region in a very big world is

the ability to be “asymmetrical”, that is, able to respond quickly to markets with more bespoke products and able to adapt to market shifts and changes.

Digital capability is a major, though not the only factor in asymmetrical business. However, it is well established internationally that digital competence and adoption is closely associated with business success. Recent survey work done at a National and regional level in response to COVID-19 identified that digital capability and upskilling was the number one concern for New Zealand businesses.

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Section 2: Action Plan – How we are going to do it

This section details the programmes and initiatives to deliver the outcomes we are seeking, grouped by focus area.

PEOPLE FOCUS AREA

Building Resilience: Capable People

There is almost a perfect storm in the skills and recruitment field resulting in acute shortages of labour at all skill levels right across the Wairarapa economy. There are strenuous efforts being made to remedy this situation and urgent support is required.

Situation

- The progress of key growth sectors is impeded by a lack of labour.
- A large proportion of young people who have schooled in the Wairarapa leave the region for tertiary education, including vocational training.
- The Wairarapa has a lower population in the productive age groups (16-55 years old) than similar regions in New Zealand.
- With the large number of self-employed or very small businesses there are a lack of capacity and capability amongst employers to bring through young staff.
- Attitudes to employment and training are changing.
- Levels of technology skills are low but rising.

Recommended activities

- **Support delivery of the 2022 Wairarapa Workforce Development Plan**
WEDS will support and enable the *Regional Skills Leadership Group (RSLG)* to implement the refreshed workforce plan, where the goal is to grow the Wairarapa workforce by 2000 people by 2030.
 - It is critical to change perceptions of people about Wairarapa is from a place that people leave to learn, to a place where people increasingly stay for employment and learning.
 - There is a desire to push the Wairarapa as a “Destination Employment Region” with an emphasis on vocational skills and with stronger emphasis on sectors important to Wairarapa’s present and future.
 - This is an ambitious shift in perceptions, and a significant effort would be required to turn around these perceptions.
- **Leverage Workforce Opportunities**
 - Harnessing results of the Government’s Reform of Vocational Education, Te Pūkenga, to maximise opportunities for learners and ensuring course offerings and skillsets are aligned with Wairarapa workforce and business needs.
 - Enabling workforce sector groups to identify industry-specific needs and act on them.
 - Creating programmes of ‘taster’ experiences to help young people navigate their options

- Supporting and upskilling employers toward building progressive workplaces with positive culture that helps attract and retain talent.
- **Student/Industry Connection Hub**
 - WEDS and the RSLG to support Te Pūkenga in scoping a hybrid physical/digital connection hub between students, industry, and regional employers to improve learning offerings, apprenticeship and work experience opportunities, and understand future needs/challenges of the local workforce.
 - WEDS to support the scoping of a ‘Gap Year’ style programme to promote vocational training and upskilling/earning opportunities for school leavers and young people entering the workforce.
- **Align with workforce plan objectives:**
 - Having increased the number of young people (18 – 25-year-olds) in employment.
 - Maintaining or decreasing our unemployment and NEET¹ rates.
 - Increasing the number of young people (18 – 25-year-olds) participating in training.
 - Upskilling vocational employees to meet (and ideally exceed) the national average.
 - Improved collaboration and communication between training providers and industry bodies, with programmes that consider Iwi aspirations and outcomes for Māori.
 - Expanded offerings for learners in both traditional and ‘learn while earning’ situations.

Growing Comparative Advantage: Sector Development

The productivity and performance of people will be enhanced by strong businesses and sector groups. The point of intervention for opportunities in the “people focus” area is sector development.

Situation

- Most sectors in the Wairarapa are small.
- There is limited support to the businesses within sectors and the load of leading the sector often falls on a small number of people.
- Sectors with a strong sector identity and viable sector leadership tend to prosper.
- There are several sectors that are highly active, notably the tourism sector which has recently completed a Destination Management Plan and a Māori Tourism Strategy.
- Other sectors with this self-starting mindset include construction and to an extent the primary sector, health, wellbeing and social assistance and the digital sector. There is also a Māori business group that is active.
- There is a history across New Zealand and in the Wairarapa of sectors pushing for hub developments such as a food and beverage, an agri-business hub, or a technology hub. To be successful they need to be built on the sound foundation of a sector plan and committed leadership.

Recommended activities

- **Support for the Tourism Sector**
 - This sector already has a plan and is now moving to the implementation phase.

¹ Not in Education, Employment, or Training

- Activity should not only take account of tourism and visitors, but also the attraction of people to live and work in the region, and those wishing to relocate new and existing businesses to complement the sector (including accommodation and services).
 - This sector is given priority not only because it is well-advanced but because of its potential to be a pathfinder for other sectors.
- **Support sectors to develop sector plans.**
 - This would involve identifying the most willing and ready sectors and those with sufficient scale to impact the economy.
 - A format for sector development planning would be valuable.

BUSINESS FOCUS AREA

Building Resilience: Robust Businesses

The most basic building block of a regional economy is the businesses that conduct the day-to-day economic transactions of the region. The stronger the businesses, the stronger the regional economy and community. The Wairarapa is a region of small business because of its small size. That can be an asset in terms of agility and flexibility and a handicap in terms of lack of scale.

Situation

- Small number of substantial businesses to provide sector leadership.
- Small number of people in roles who can offer operational leadership and encourage innovation.
- The Chamber of Commerce (Business Wairarapa), which has a role in business support, is small and without access to stable funding sources.
- Support for business is split between local provision through Business Wairarapa, and regional provision through the Wellington Chamber and WellingtonNZ, an approach which lacks coordination development.
- There is no effective mentor programme available locally.

Recommended activities

- **Support for generic business capability development**
 - WEDS activities to leverage the full suite of business development opportunities available through *WellingtonNZ*, *CreativeHQ* and *Business Wairarapa* to foster development and growth.
 - WEDS activities to identify businesses and business groups with significant regional potential and connect them with acceleration and funding opportunities available through central government and other networks.
 - Communicate, connect, and leverage all regional-wide opportunities to ensure maximum local benefit and uptake.

Growing Comparative Advantage: Business Acceleration

There may only be a handful of businesses in the Wairarapa with the potential to scale up their operation and either form the basis of or enhance the evolving area of comparative advantage. These businesses are strategically important to the Wairarapa, and attention should be given to them.

Situation

There are a number of organisations and entities that can help with scale-up such as:

- **Creative HQ** – this is a Wellington-based incubator which operates nationally and online. Its focus is bringing forward cohorts of start-ups.
- **BizDojo** – this is a Wellington-based shared space operator not unlike 3 Mile in Carterton which aims to create communities of talented people with a passion for business.
- **Callaghan Innovation** – this is an R&D based incubator and source of grant-funding for innovation.
- **3 Mile** – looking at ways of strengthening this shared space concept.

The difficulty for the Wairarapa is that the first two of these support businesses operate on a commercial model which makes it difficult for small Wairarapa businesses to take advantage of their services. A solution needs to be found to enable access of these promising businesses to these services which is sustainable for all concerned.

Recommended activities

- **Develop scaling services for promising Wairarapa businesses**
 - This service is so specific it may be that arrangements are on a case-by-case basis.
 - It is vital if this is the case that promising businesses do not fall through the cracks.

IWI FOCUS AREA

Building Resilience: Iwi Partnership

There are opportunities to actively align Iwi/Māori economic development initiatives with the overall WEDS programme. Having Iwi representation at the WEDS Forum at a governance level ensures that opportunities can be both identified and agreed.

Situation

- Iwi relationships with local and regional government are strengthening.
- These relationships are beginning to take the form of partnerships indicating that they have the potential of stability and longevity.
- The current WEDS Forum includes Iwi representation, with their oversight, advice and input providing significant value.

Recommended Activities

- **Iwi representation**
 - That Iwi continue as representatives on the WEDS Forum to provide oversight and direction on the implementation of the WEDS and its associated Action Plan.

- That iwi/Post-Settlement Governance Entity representatives continue to be members of the WEDS Forum and common economic development goals can be considered in Iwi/Council Memorandum of Partnership Agreements.

Growing Comparative Advantage: Iwi/ Māori Economy

Situation

- Both Rangitāne o Wairarapa and Ngāti Kahungunu o Wairarapa have Iwi-wide economic development activities and have formalised investment arms.
- Both Iwi have commercial developments underway.
- Māori tourism is gaining an identity and is a key part of the Wairarapa Tourism Destination and Action Plan. A specific Māori tourism plan has been developed. Projects of the future such as the Wairarapa Moana restoration, 5 Towns Trail and Dark Skies have strong Iwi ties.

Recommended activities

- **Develop a Māori Economic Development Strategy.**
 - Iwi are planning to develop their own economic development plan that outlines their priorities and aspirations for the Wairarapa. It will outline aspirations and priorities for Wairarapa Māori and Māori economic development in the Wairarapa.
- **Include Wairarapa Māori business representation in the WEDS Forum.**
- **Māori in Business Network**
 - A Māori in Business Network would provide the operational underpinning for this framework. This could take the form of a formal entity or just a network and could draw on similar initiatives in other parts of the country.
- **Māori Tourism**
 - A Māori Tourism Plan has been developed under the auspices of Destination Wairarapa.
- **Māori-owned specialist products and services enterprises**
 - The Māori Economic Development Strategy may identify opportunities around Māori owned specialist products and services enterprises.
- **Whānau at the centre**
 - Whānau and whānau resilience/wellbeing are at the centre of Māori economic development. An important aspect of this is a focus on employment of whānau, capacity and capability building, and increasing and strengthening Māori owned businesses.

LAND USE FOCUS AREA

Building Resilience: Adequate Water

Water resilience is a subject with a wider significance than the scope of WEDS. It is an area where WEDS has an interest, can potentially play a role, but is one party in a collaborative enterprise.

Situation

- The freshwater challenges involved in climate change in the next few decades are immense. There will be benefits and challenges. In terms of shortfalls in available water, the Wairarapa will be one of the most affected areas in New Zealand.
- Public awareness of the implications of those challenges for the Wairarapa economy and community is low and out of proportion to the likely scale of the impact.
- Water is vital to the Wairarapa economy as most core industries are water users and there is growing urban demand. Insufficient available water will stifle economic growth and will challenge the strongly held value of people in the Wairarapa around lifestyle and environment.
- Agricultural water is already fully allocated in the water deficit period of summer and climate change will further severely constrain water availability, reaching crisis proportions as soon as 2040, if not before.
- There are also pressures on urban water availability and the impending Three Waters arrangement will change the oversight of municipal water supply and disposal.
- Local Iwi have a strong interest in the future of water, and this is built into legislation under Te Mana o te Wai (National Policy Statement for Freshwater Management).
- Prior to the preparation of the Wairarapa Water Resilience Strategy the dimensions of the water resilience challenge were not well understood. Even with the Water Strategy, there are still many very important and as yet unanswered questions. For example, what is the capacity of aquifers, what is the potential of nature based (green solutions) and how will water resilience be funded in a fair and equitable manner?

Recommended activities

- **Give support to the Greater Wellington Regional Council for the implementation of the Wairarapa Water Resilience Strategy and practical implementation of the programme of work.**
 - Greater Wellington Regional Council are refreshing the Wairarapa Water Resilience Strategy, and developing an implementation plan, which will guide the work in this space. The WEDS programme will reflect this implementation plan, with opportunities explored for targeted support to the implementation team

Growing Comparative Advantage Programme: Optimise Land Use

Optimising land use opens up the possibility of the development of comparative advantage in specialised horticulture and arable land uses. This is arguably the strongest opportunity for enhanced comparative advantage in the Wairarapa at present.

Situation

- Gaining greater wealth and more resilience than presently from the land and water assets of the Wairarapa, is a key element of the WEDS.
- This will arise from a greater variety of land uses with an emphasis on higher value and more specialist uses such as various types of horticulture and arable farming systems.

- The question of appropriate land use has also come into focus as a result of trends such as reduced water availability, changing market conditions, population increase and the demand for lifestyle properties.
- An aspect of the land use equation is the development of the Wairarapa Combined District Plan where the local councils have a joined-up approach to planning and land use.
- In addition, spatial planning will gain a higher profile with the advent of the proposed Spatial Planning Act which is part of the suite of Acts designed to replace the Resource Management Act.
- The land use issue has at least three facets:
 - Pasture to other uses – horticulture, arable leading to more intensive use on the valley floor
 - Residential growth – around towns and lifestyle holdings gobbling up agricultural land
 - Pasture to trees – driven by carbon farming
- The drivers are market forces, lifestyle trends and to an extent regulatory (water quality) effects.
- In the longer term a key driver of land use change will be climate change.
- Opportunities in optimising land use:
 - Over a longer period, there has been growth in wine production though that has stalled in recent years.
 - There has been growth in a number of alternative crops such as olives, but like wine, their volumes are small when measured on a national scale.
 - There has also been steady growth in artisan products of various types produced from agricultural diversification.

Recommended activities

- **Develop capacity to facilitate land use optimisation with a land use initiatives identification and support brief.**
 - This would involve the provision of a leadership facilitation capability working in association with stakeholders and the regional council, to encourage serious consideration of the potential of optimising land use as a basis for expanding comparative advantage in horticulture and arable farming systems.
 - Leverage existing capacity through Ministry of Primary Industry I's *Sustainable Food and Fibre Futures* fund, and the Māori agri-business programme.
- **Develop stakeholder innovation hubs when and where appropriate.**
 - It is possible that the facilitation work would build the basis of future development which might then be taken over by development hubs such as a food and fibre hub, but there is much groundwork to be done before such a hub could become a successful reality.
- **Determine food and fibre priorities**
 - Pursue opportunities to grow jobs, value and connections in the food and fibre sector in Wairarapa, contributing to our regional food story while considering climate change impacts

DIGITAL/TECHNOLOGY FOCUS AREA

Building Resilience: Enabling infrastructure

The problem of ageing or inadequate infrastructure is not unique to the Wairarapa, but the problem with some infrastructure assets in the Wairarapa is becoming acute, such as municipal water. It is particularly acute for the Wairarapa because of the population growth it has experienced in recent years, and which is likely to continue.

There are two areas that have been on the Wairarapa “to do” list for many years, namely road and rail. Air, in the sense of Hood Aerodrome, has also been on the list and was included in the 2018 WEDS following which, it received a significant financial input from the Provincial Growth Fund for the development of ancillary services.

Situation

- The challenges of water, particularly rural water, have been covered in the “Adequate Water” enabler
- The question of urban water is clouded by the proposed “Three Waters” programme which will detach municipal water management from district councils and transfer it to a wider regional entity. For that reason, consideration of urban water infrastructure is largely beyond the scope of this Strategy.
- Future upgrade programmes for rail, both the rails themselves and rolling stock, are at various stages in a regional process associated with the Regional Land Transport Committee, Waka Kotahi, and Kiwi Rail.
- The prospect of a commercial air service out of the Wairarapa is less an infrastructure issue and more a commercial one. Air New Zealand withdrew its regional services across the country in the early to mid 2010a, and it is unlikely they will be re-established. Other operators have indicated a strong interest in establishing a commercial air service and are monitoring the development of Hood Aerodrome closely.
- A broader consideration of infrastructure might include public buildings, facilities and amenities which are part of district plans and are seen as outside the scope of this Strategy.
- Digital infrastructure is the other major consideration and while there has been steady improvement, development in the Wairarapa has always been a bit behind the cities and is still sub-standard in some rural areas. There is also an argument that it is not future-proofed when the question of emerging technologies is considered. This situation is unacceptable if the Wairarapa sees itself as becoming more digitally sophisticated and relying on digital capability to build robustness into its local businesses.
- Anecdotal evidence of deficits in digital infrastructure abounds, but a definitive analysis of the current situation and future digital infrastructure needs has not been undertaken.

Recommended activities

- **Undertake a digital infrastructure stocktake within the next two years with digital advocacy as required.**
 - This should have a problem-solving focus and should be linked to the business acceleration goals of this Strategy.
 - The action coming out of this may be advocacy.

Growing Comparative Advantage: Advanced Digital and Technology Adoption

The advancement of digital technology will be based on the emergence of a digital technology culture in the Wairarapa. In some respects, this is a generational development as young people move through the age groups and bringing with them increasing levels of digital capability. The Wairarapa needs more focused and active development than the generational incoming tide of digital awareness and practice.

Situation

- Although only anecdotal evidence is available, it appears that the active integration of digital technology into the Wairarapa is slower than the national average.
- There is evidence of local businesses operating in digital media and digital gaming markets, for example, but it is limited.
- There are service companies providing digital support to companies, but these are generally small.
- Being co-located with Wellington, which has a strong digital and technology industry, and sees itself as a leader in the growth of these technologies in New Zealand, then the Wairarapa has the potential to share in that development.
- For example, there is potential for remote working based on Wellington businesses and service companies supplying not only Wellington businesses, but businesses nation-wide.
- There is also the question of emerging technologies that are going to be crucial to economic development in the future such as 5G and AI.

Recommended activities

- **Prepare a Digital Sector Strategy.**
 - It would be focused on development of the **digital culture** with particular attention being paid to the growth of digitally based enterprises such as gaming companies.
 - It is assumed that subsequent initiatives would emerge from the WEDS
 - This would include a review of access to emerging technologies and their benefits to Wairarapa
- **Instigate digital training and capability-building in Wairarapa**
 - Connect and leverage national and online digital training programmes for business.
 - Expand the digital training offering in schools and communities through *Grow WaiTech*.
- **Encourage digital culture initiatives.**
 - That WEDS provides encouragement for emerging digital culture initiatives that are already taking place or contemplated.

Focus Area	Initiatives	Actions - FY23	Actions to FY25
IWI FOCUS			
Resilience (enablers)	Grow WEDS/Iwi partnership	Build Iwi representation on the WEDS Forum (incl PSGE representatives) to ensure collaboration and oversight of common economic development goals for regional and cultural benefit.	Partnership between WEDS and Iwi has become BAU. Council and WEDS agreements are refined to support Iwi objectives and ongoing development plans.
Comparative advantage (opportunities)	Māori Economic Development Plan	WEDS to support development of a Joint Iwi Economic Development framework for Wairarapa	Framework is ongoing, refreshed as required in alignment with WEDS reviews.
	Establish a Māori in Business Network (Including Maori employers)	Network formed and legal entity incorporated. Membership base developed, promoted & expanded.	Grow Network to inform regional data and understand group needs/opportunities. Reach BAU.
	Māori Tourism Strategy	Support production of a Māori Tourism Development Strategy for Wairarapa, in partnership with both Iwi under the <i>Destination Management Plan</i>	In conjunction with the <i>Destination Wairarapa</i> , support and foster Māori tourism and investment opportunity
PEOPLE FOCUS			
Resilience (enablers)	Deliver the 2022 <i>Wairarapa Workforce Plan</i>	WEDS to support and enable the <i>Regional Skills Leadership Group</i> (RSLG) to implement the workforce plan, where the goal is to grow the local workforce by 2000 people by 2030.	Workforce groups are sustainably established and fully subscribed. Wairarapa work is embedded in the Wellington RSLG and the new Te Pūkenga framework.
	Harness Te Pūkenga reforms to maximise opportunities for learners and local employers	Support foundation work with UCOL and RSLG as reforms are implemented. Support scoping work for the introduction of a physical industry/student connection hub at UCOL ('Lighthouse' and 'Gap' proposals)	Form detailed proposal for initial business case and/or presentation to stakeholders for funding of major programmes detailed in the Wairarapa Workforce Plan.
Comparative advantage (opportunities)	Support for the Tourism Sector	Identify WEDS overlap with the Destination Management Plan and partner with <i>Destination Wairarapa</i> to leverage opportunities with sufficient scale to impact the local economy.	Horizon opportunities include: <ul style="list-style-type: none"> - <i>Dark Skies</i> accreditation - <i>Wairarapa Moana</i> - <i>Five Towns Trail</i> project - Food and Fibre - Agribusiness/technology
BUSINESS FOCUS			
Resilience (enablers)	Business Capability Development	Collaborate with <i>Business Wairarapa</i> and WellingtonNZ to deliver tailored business support activities to equip, encourage & enable local businesses to upskill and grow. Promotion and connection to existing opportunities not previously open to local business.	Provide industry connection to WNZ resources and support as a permanent local function. Scale-up delivery to meet emerging business and industry needs.
	Business Acceleration Programme	Identify local initiatives with significant regional potential, and connect them with acceleration, funding or upscale opportunities available through central govt, WNZ or other networks.	Grow WEDS Forum as a platform for identifying, connecting and supporting local initiatives to succeed.
Comparative advantage (opportunities)	Develop scaling services for Wairarapa Businesses	In conjunction with stakeholders, conduct research / needs analysis for current (and future) business growth needs.	Scoping potential includes: <ul style="list-style-type: none"> - New business attraction - Start-up cohort support - Seed funding/venture capital - Employer upskilling - WNZ Tech Sector Strategy
LAND USE FOCUS			
Resilience (enablers)	Water Resilience	WEDS to support GWRC with communicating the refreshed <i>Wairarapa Water Resilience Strategy</i> , and assist the Wellington Regional Leadership Committee to coordinate engagement and funding activities.	WEDS to support any future <i>Wairarapa Water Entity</i> in a facilitation/advocacy role when established, and support implementation of resulting activities.
Comparative advantage (opportunities)	Facilitate land-use diversification	WEDS to advocate and facilitate Land-use change opportunities alongside regional councils and stakeholders in horticulture and arable farming	Leverage and connect to support from MPI-specific programmes and funding streams. Promote success stories and opportunities to wider audiences
	Determine Food & Fibre Priorities	Pursue opportunities to grow jobs, value and connections in the Food & Fibre sector in Wairarapa, contributing to our regional food story & identity.	Build on this foundation through developing links with Kapiti and Horowhenua food & fibre projects. Identify emerging opportunities at a regional level to tie in Wairarapa.

<i>DIGITAL / TECHNOLOGY FOCUS</i>			
Resilience (enablers)	Digital Infrastructure	WEDS to advocate for a digital infrastructure stocktake within the next 2 years, and work with service providers and regional council to advocate for problem solving and service improvement.	Use this data to inform a <i>Digital Sector Strategy</i> for Wairarapa. Pay particular attention to high-growth digital enterprises (such as gaming/film) alongside emerging technologies. Tie Wairarapa into WellingtonNZ <i>tech sector strategy</i> .
Comparative advantage (opportunities)	Digital training & capability building	<p>Connect Wairarapa businesses to digital training platforms and upskilling opportunities.</p> <p>Support <i>Grow WaiTech</i> to expand the digital training offering available in schools and local communities.</p>	Encourage and support emerging digital culture initiatives already underway or in planning.



SOUTH WAIRARAPA
DISTRICT COUNCIL
Kia Reretahi Tātau



AGREEMENT TITLE:	MEMORANDUM OF UNDERSTANDING BETWEEN: SOUTH WAIRARAPA DISTRICT COUNCIL (SWDC), MASTERTON DISTRICT COUNCIL (MDC), CARTERTON DISTRICT COUNCIL (CDC), AND THE WELLINGTON REGIONAL ECONOMIC DEVELOPMENT AGENCY LTD (TRADING AS "WELLINGTON NZ") FOR THE IMPLEMENTATION OF THE WAIRARAPA ECONOMIC DEVELOPMENT STRATEGY
PERIOD OF VALIDITY:	1 July 2022 – 30 June 2024
DATE ADOPTED:	
FILE REF:	

Founding Principle

Nāu te rourou, nāku te rourou, ka ora ai te iwi¹

With your food basket and my food basket the people will thrive

Purpose

This Memorandum of Understanding ("MOU") defines the commitment of the three Wairarapa District Councils in partnership with the Wellington Regional Economic Development Agency Ltd (Trading as "WellingtonNZ") to support the delivery and implementation of the Wairarapa Economic Development Strategy 2022 ("WEDS"). This MOU confirms:

- the roles and responsibilities of the three Wairarapa District Councils and Wellington NZ in supporting the delivery and implementation of the WEDS.
- the funding commitments from the three Wairarapa District Councils in supporting the delivery and implementation of the WEDS.
- the role, responsibilities, structure and membership of the WEDS Forum.

Background

The three Wairarapa District Councils and WellingtonNZ Ltd jointly launched an economic development strategy and action plan for the Wairarapa region, the "WEDSAP" in October 2018. The WEDSAP was developed to maintain momentum in the region's economy and plan for a future which allows growth.

In 2021, it was agreed that the WEDSAP be reviewed and refreshed given the significant economic changes resulting from the Covid-19 pandemic to provide direction and a focused action plan for the next three years.

The WEDS review work was undertaken by *Henley Hutchings Ltd* under contract with Masterton District Council (on behalf of the three Wairarapa District Councils); and supported by WellingtonNZ employees.

The WEDS Review was undertaken alongside and in partnership with Wairarapa Mana Whenua representatives on the WEDS Forum and more widely during the review process.

¹ This whakatauki is about collaboration and acknowledging that everyone has something to offer or contribute for the benefit of all

A parallel Wairarapa Māori economic development plan is being led by Wairarapa Iwi, and this MOU acknowledges the commitment of all parties to support and steer the two strategies towards a common future.

The purpose of the WEDS Forum is to execute a programme of action on behalf of all parties. Ultimately, it aims to lead the way for inclusive and sustainable economic development activity across the Region.

WEDS Vision

The shared WEDS vision for the Wairarapa is “*Thrive Wairarapa*” – a thriving community alive with opportunity. This will be achieved through growing comparative advantage (opportunities), fostering enterprise that underpins the future economy, and building resilience (enablers) by protecting what we have got and working to make it better.

Roles and Responsibilities

WellingtonNZ

1. WellingtonNZ undertake to:

- a. Employ and fund a *Programme Manager* to support the delivery and implementation of the WEDS, as per the position description.
- b. Employ and fund a *Project Coordinator* for the Wairarapa Regional Skills Leadership Group (WRSLG), who also provides secretariat support for the delivery and implementation of the WEDS, as per the position description.
- c. Provide all employee management functions (for the positions described in 1.a and 1.b) through WellingtonNZ policies and systems, including responsibility for the delivery of agreed outputs.
- d. Provide administrative support via access to WellingtonNZ office spaces, assets and resources (Note that additional Wairarapa-based office facilities are to be funded through the WEDS annual budget).
- e. Provide managerial support to the WEDS Executive team to implement the WEDS workplan.
- f. Provide a financial mechanism to receive and manage the WEDS budget.
- g. Commit to attendance as members of the WEDS Forum meetings.
- h. Foster positive relationships with economic development stakeholders at a regional level that enhances the implementation of the WEDS and Wellington Regional Economic Development Plan.

WellingtonNZ employees

2. The WellingtonNZ Employees (the *WEDS Executive team*) undertake to:

- a. Implement the WEDS Workplan as agreed by the WEDS Forum,² and actions as agreed from time to time by the WEDS MOU partners and in consultation with Wairarapa Iwi.

² With the overarching WEDS Workplan agreed by the three Wairarapa District Councils

- b. Project-manage delivery of the WEDS Workplan, including accountability for the annual budget, and maintaining direct oversight of agreed workstreams.
- c. Annually (by December) provide an update of the Workplan and Budget for the next financial year to the funding parties for inclusion in their annual planning process.
- d. Prepare and finalise business cases as required to support the delivery of the WEDS.
- e. Act as the conduit between Wairarapa economic development stakeholders and WellingtonNZ, ensuring coordinated information flow and leveraging access to WellingtonNZ support resources for local benefit. Facilitate opportunities for local businesses and investors gain the assistance and guidance of WellingtonNZ.
- f. Foster positive relationships with all WEDS stakeholders, including but not limited to; Councils, Iwi, Destination Wairarapa, Business Wairarapa, the Wairarapa Regional Skills Group, Private Industry, Community groups and other agencies of local interest.
- g. Delegate partial or full accountability of some workstreams to relevant third-party stakeholders where appropriate and endorsed by the WEDS Forum.
- h. Administer WEDS Forum meetings, including construction of the meeting agenda through liaison with MOU partners, distribution of reports and identifying opportunities for external input or specialist advice. Minutes to be generated and distributed to all parties in a timely manner following each meeting.
- i. Maintain a proactive approach to identify new opportunities and initiatives to support the implementation of the WEDS and bring these to the WEDS Forum for discussion as they arise.
- j. Inform the WEDS Forum of risks, issues and opportunities that arise, which may negatively or positively impact delivery of the Workplan or have significant effect on the Wairarapa economy. Such matters should be raised in a timely manner (out of session where appropriate) with consultation undertaken to propose actions.
- k. Work with Council staff across all three Wairarapa District Councils in a way that promotes a culture of open and timely information sharing to improve programme efficiency and enhance interoperability in the region.
- l. Remain apprised of all Government, charitable and organisational funding sources and programmes available to support the implementation of the WEDS and seek to connect this expertise with key stakeholders. Pursue all avenues to identify private investment and external funding to ensure maximum economic leverage for the WEDS workplan.
- m. Produce quarterly progress reports on the Workplan and Budget to the MOU parties.
- n. Generate and distribute an annual report including financial summary no later than 31 August to the signatory parties.
- o. Provide advice and data to inform the Councils' Annual Plan and Long-Term Plan forecasts, focusing on Economic Development priorities, projects, and budget allocations.

- p. Champion and promote the WEDS. Commit resources where appropriate to deliver successful project outcomes, or to bridge gaps in capacity, knowledge, or time to achieve desired outputs.

The three Wairarapa District Councils

3. The three Wairarapa District Councils undertake to:

- a. Commit representation (Mayor and Chief Executive) on the WEDS Forum.
- b. Commit to supporting the agreed WEDS Workplan.
- c. Commit to the funding arrangement outlined in the funding provisions section of this MOU.
- d. Provide their respective elected members with updates on the implementation of the WEDS when necessary, and in between the quarterly reporting.
- e. Consider requests for funding on a case-by-case basis as requested by the WEDS Forum (over and above the agreed Workplan budget); when supported by annual plan commitments, business analysis and WEDS Forum endorsement.
- f. Uphold the principles of the Treaty of Waitangi by encouraging participation and seeking engagement with mana whenua. Actively identify and support Māori economic development opportunities.
- g. Encourage Council staff to build working relationships with the WEDS Executive team and wider economic development stakeholders. Promote a culture of open and timely information sharing to improve programme efficiency in the delivery and implementation of the WEDS.
- h. Promote wider Council staff understanding of the WEDS.
- i. Ensure that the actions and decisions of the WEDS Forum are communicated to the community through provision of reports and/or Forum minutes to relevant Council meetings.
- j. Consider the provision of technical support, advice, and council resources (on a case-by-case basis), including but not limited to:
 - k. Council facilities, offices, and meeting rooms.
 - ii. Hardware and IT support on-site for remote access attendance and workshops.
 - iii. Business analysts, project managers, specialist advisors.
 - iv. In-confidence access to council-generated or purchased reports, business cases and data.
 - v. Communications, engagement, and marketing support services.
 - vi. Access to community forums, i.e. local boards or external advisory groups.
- i. Promote the WEDS through their respective Council websites and social media channels.
- j. Inform the WEDS Forum of risks and issues that arise, which may impact delivery of the Workplan. Such issues should be raised in a timely manner with consultation undertaken early to investigate potential solutions or risk mitigation.

- k. Notify the WEDS Forum of new opportunities and initiatives to support the delivery and implementation of the WEDS and the wider Wairarapa economy.
- l. Engage with the WEDS Forum as part of Annual Plan and Long-Term Plan processes, to ensure Economic Development projects and budgets are recognised in annual and long-term plan budgets.

Funding Provisions

The three Wairarapa District Councils individually agree to their respective funding contributions for implementing the WEDS.

The funding (as set out below) will be paid to WellingtonNZ, invoiced in four equal quarterly instalments as per the following individual financial commitments:

Masterton District Council

Commit \$100,000 + GST each financial year, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year), to be applied each year via the Council's Annual Plan.

Carterton District Council

Commit \$60,000 + GST each financial year, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year), to be applied each year via the Council's Annual Plan.

South Wairarapa District Council

Commit \$75,000 + GST each financial year, plus an adjustment for inflation based on the annual Consumer Price Index (to 31 March each year), to be applied each year via the Council's Annual Plan.

Renewal of Funding

Before 30th June 2024, MDC, CDC, and SWDC will meet to establish any further commitment to WEDS investment. Any decision will be confirmed to WellingtonNZ in writing with at least three months' notice of 30th June 2024.

Carry-Over of Funds

Any funds not committed by the WEDS Workplan at the end of each financial year, are to be carried over to the next financial year, or otherwise refunded by mutual agreement of the three Wairarapa District Councils.

Performance Measures

In the first term of the refreshed WEDS, it is anticipated that the Workplan will be *outputs* based, rather than *outcomes* based. This will be reviewed at the end of the first term of this MOU with a view to incorporating performance measures for the next Long Term Plan cycle. As such, the WEDS Executive team commits to the following annual deliverables for 2022/23 and 2023/24:

Deliverables

1. Administer WEDS Forum meetings periodically (as acceptable to the Chair), including:
 - a. Constructing the agenda through liaison with MOU partners and through the Chair for endorsement.
 - b. Identifying key personnel to present at or attend meetings where appropriate.
 - c. Provision of meeting packs (agenda, relevant reports) at least three working days in advance.

- d. Securing an appropriate meeting location or facilitating remote access for members.
 - e. Distributing draft minutes and action items within five working days of meeting completion.
 - f. Identifying where information should be withheld from the public in agenda, reports and minutes in accordance with the Local Government Official Information and Meetings Act 1987.
2. Prepare quarterly activity reports for acceptance by the three Wairarapa District Councils:
 - a. To commence from the 1st quarter of 2022/23 until completion of the MOU.
 - b. Measuring progress of the Workplan and informing changing priorities or issues.
 - c. To include summary of Iwi engagement and project alignment opportunities.
 - d. To include copies of WEDS meeting agendas and associated meeting minutes held within that quarter.
 - e. To include Programme Managers summary and forecast for the next quarter.
 3. Prepare an annual report to present to all MOU signatories by the 31st of August each financial year:
 - a. Report by Chair of the Governance Group.
 - b. Annual financial statement and expenditure, with new budget forecasts.
 - c. WEDS Forum performance against the roles and responsibilities agreed in the MOU.
 - d. WEDS Forum progress against delivery of the Workplan, including variances.
 - e. Proposed changes to the Workplan for adoption in the following year.

WEDS Forum

Structure and Purpose

The WEDS Forum provides oversight and direction on the implementation of the WEDS and its associated Action Plan.

Membership:

The three Wairarapa District Councils agree to appoint an independent Chair to head the WEDS Forum. The Independent Chair will be paid a stipend for their contribution, as agreed by the Councils in the annual budget forecast. In addition to the Chair, the WEDS Forum membership consists of representatives from the three Wairarapa District Councils, Greater Wellington Regional Council, Mana Whenua, local industry, business, tourism, and WellingtonNZ Leadership.

The WEDS Forum membership consists of primary voting members, supported by non-voting advisory members. Observers will generally be Council staff members and invitees as appropriate. Primary voting members are expected to attend scheduled meetings or appoint an alternate. A quorum shall be represented by a minimum of six voting members.

The primary WEDS Forum voting members include:

1. Representation from Local Government:
 - a. The Independent Chair
 - b. Mayor of Masterton District Council
 - c. Mayor of Carterton District Council
 - d. Mayor of South Wairarapa District Council

- e. Chief Executive, Masterton District Council
- f. Chief Executive, Carterton District Council
- g. Chief Executive, South Wairarapa District Council
- h. Wairarapa Representative, Greater Wellington Regional Council

2. Representation from local Iwi:

- a. Rangitāne Tū Mai Rā Trust / Tū Mai Rā Investments
- b. Ngāti Kahungunu ki Wairarapa Tāmaki nui-ā-Rua Trust

3. Representation from professional sectors:

- a. Chairperson, Destination Wairarapa
- b. Primary Industry Leader (by agreement of the WEDS Forum)
- c. Commercial/business sector Leader (by agreement of the WEDS Forum)

The WEDS Forum advisory members (non-voting) include:

4. Representation from WellingtonNZ:

- a. General Manager WellingtonNZ Ltd
- b. Chief Executive, WellingtonNZ Ltd

5. Representation from local industry:

- a. General Manager, Business Wairarapa
- b. General Manager, Destination Wairarapa
- c. Chairperson, Wairarapa Regional Skills Leadership Group

The Forum observers include:

- d. Council Staff or their alternates from the three Wairarapa District Councils
- e. Representation from the Ministry for Business, Innovation and Employment
- f. Invitees as appropriate.

Refer Attachment 1 for current list of WEDS Forum members.

WEDS Forum Membership Expectations

1. Members of the WEDS Forum undertake to:

- a. Oversee the finalisation of the WEDS and associated Action Plan, with endorsement by the three Wairarapa District Councils in 2022.
- b. Oversee launch of the WEDS in 2022.
- c. Oversee and provide direction on the implementation of the WEDS and associated Action Plan.
- d. Commit to attend all WEDS Forum meetings for the duration of the WEDS lifecycle.
- e. Receive and review all reports and pre-agenda reading in preparation for WEDS Forum meetings.

- f. Draw on member organisations and networks to provide insights, initiatives and solutions to economic development challenges and opportunities in the Region.
- g. Inform the Executive team and Chair of issues and risks that arise through member organisations.
- h. Provide constructive input and advice throughout the meeting, and actively assist with issue resolution.
- i. Ensure the principles of the Treaty of Waitangi are upheld, through active engagement with Iwi.
- j. Champion the process, by supporting progress of the Workplan and promoting the WEDS within their respective organisations and across stakeholder groups.

External expertise

The WEDS Forum recognise the following existing organisations for their unique expertise and relationship to the WEDS, and may leverage their advice or support for delegated outputs over the lifecycle of the WEDS:

- a. Destination Wairarapa
- b. Business Wairarapa
- c. Wairarapa Skills Leadership Group

Treaty Principles

All parties agree to uphold the principles of the Treaty of Waitangi. Participation will be sought with Wairarapa Iwi representatives at all stages of the WEDS refresh, and all parties agree to open communication and information-sharing.

Good Faith

All parties agree to act in good faith with each other which includes, but is not limited to, the early disclosure of any issues that may preclude the successful completion of the responsibilities arising under this MOU.

Dispute Resolution

Any matter causing dispute between the three Wairarapa District Councils and WellingtonNZ Ltd must be aired and attempted to be resolved between the parties in the first instance. In extremis, mediation may be appointed by the Chair.

Review Period

The MOU will be reviewed by the WEDS Forum at the end of 2023/24 (to align with the end of the Long-Term Plan period) and will be endorsed by the three Wairarapa District Councils. An annual workplan and budget forecast will be included annually for approval by Councils. For the avoidance of doubt, the funding arrangements will not be subject to review until the renewal of funding provisions in this MOU apply.

Dissolution of MOU

This MOU shall expire on 30 June 2024 unless extended or terminated by mutual agreement of all parties, with at least 3 months' notice. Written confirmation from all parties shall be sufficient to extend the MOU by a further defined period (not exceeding three years).

To:	Mayor and Councillors
From:	Karen Yates, Manager Governance and Strategy
Endorsed by:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Three Waters Better Off Funding Proposal

DECISION

Recommendation:

That Council:

- a) Agrees to submit a Three Waters Reform Better Off Funding Package Tranche 1 proposal to the Department of Internal Affairs for a total of \$3.88 million comprising the following eight projects:
 - i. Targeted wastewater renewals for 2 years – total \$2.25 million.
 - ii. Planting for biodiversity and fish passages (primarily Mākoura Stream/Homebush) - \$200,000
 - iii. Contribution to Pūkaha Mount Bruce development project - \$335,000
 - iv. Climate Change Activator for 3 years - \$250,000
 - v. Mana Whenua Partnerships/Climate Resilience Projects - \$575,000
 - vi. Urban Safe Active Transport Routes (Incorporating History) Implementation Plan/Business Case - \$50,000
 - vii. Trust House Recreation Centre/War Memorial Stadium Assessment including feasibility of a Splash Pad - \$120,000
 - viii. Air Quality Actions Scope and Business Case - \$100,000
- b) Notes that submission of a Better off Funding Tranche 1 Proposal does not commit Council or a future Council to the three waters reform process.
- c) Notes that submission of a Better off Funding Tranche 1 Funding Proposal does not reflect any change in Council support for the Communities 4 Local Democracy or views on the Three Waters Reforms as expressed in Council's submission on the Water Services Entities Bill.
- d) Notes that the better off funding proposal and agreed programme of projects will be confirmed through the application process with Department of Internal Affairs which may include some minor changes to the proposed projects.
- e) Delegates authority to the Chief Executive to complete the Better Off Funding Tranche 1 application process and to enter into a better off funding agreement with Department of Internal Affairs.

Purpose

The purpose of this report is to seek Council approval to submit a Three Waters Reform Better Off Funding Package Tranche 1 proposal to the Department of Internal Affairs.

The report also seeks delegated authority for the Chief Executive to enter into a funding agreement with the Department of Internal Affairs on completion of the application process and approval of the funding proposal, by 30 September 2022.

Background

In July 2020, the Government announced a first funding package relating to the Three Waters Reform, providing stimulus funding to support economic recovery post COVID-19 and to address systemic issues in the three waters sector. A delivery plan was developed to respond to and utilise the stimulus funding.

In July 2021 a second funding package of \$2.5 billion relating to the Three Waters Reform process was announced to support councils to transition to the new water entities and to invest in community wellbeing.

There are two components to this support package:

1. \$2 billion of funding to invest in the future of local government and community wellbeing while also meeting priorities for government investment – the ‘better off’ component and the focus of this report:
 - a. Tranche 1 of \$500 million of the \$2 billion better off funding package was available from 1 July 2022. The remaining \$1.5 billion is available in Tranche 2 from 1 July 2024.
 - i. This funding has been allocated to Councils based on a formula that considers population size (75%), NZ Deprivation Index (20%) and land area (5%).
 - ii. Masterton District Council has been allocated \$15.53 million in total, with \$3.88 million of that available in Tranche 1 and \$11.65 million in Tranche 2.
 - b. Detailed guidance on the better off funding package was released in April 2022 and is included as Attachment 1 outlining the process, assessment criteria and timeline relating to Tranche 1 better off funding.
2. \$500 million to ensure that no local authority is financially worse off as a direct result of the reform – the ‘no worse off’ component, which is to follow at a later date.

The Better Off funding package is designed to support local wellbeing outcomes through meeting some or all of the following outcomes:

- Supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards.

- Delivery of infrastructure and/or services that enable housing development and growth, with a focus on brownfields and infill development opportunities where those are available.
- Support local place-making and improvements in community wellbeing.

In October 2021 the Government mandated the three waters reform process. The first of two bills to enact the reforms, the Water Services Entities Bill, is being progressed. The New Zealand Parliament website states that the bill has been referred to the Finance and Expenditure Committee with a report due in November 2022.

Discussion and Options

Council has until 30 September 2021 to access the \$3.88 million of Tranche 1 Better Off funding. If this funding is not utilised (or not fully utilised) in Tranche 1, the funding will be transferred to Tranche 2 which will be available in July 2024.

There are two key documents required to apply for and access the funding:

1. The Funding Proposal – this document sets out the overall programme to be funded and details the delivery of projects.
2. The Funding Agreement – terms and conditions associated with the receipt of the funding itself.

The Better Off funding package guidance/conditions state:

- Only one Tranche 1 Funding Proposal can be submitted but that can include multiple projects or projects. That can be submitted by Council up until 30 September 2022.
- The Tranche 1 funding must be utilised, and approved projects delivered, over the next five years (through to June 2027).
- Projects must be either new, or used to enhance, accelerate or scale up the delivery of existing projects.

Better Off funding cannot be applied as a 'swap out' for existing allocated funding, such as to reduce rates.

Community Engagement to inform the Funding Proposal

Two initial Council workshops were held to identify and discuss projects that could be considered for Three Waters Better Off Funding. As a result, Council identified a list of eleven projects that were 'tested' with the community. The total cost of all eleven projects exceeded the \$3.88 million available in Tranche 1. Through the survey, the community were invited to assist council to prioritise which projects should be included in our funding proposal.

The survey was launched on Wednesday 27 July 2022, closing at midnight on 14 August.

Respondents were asked:

- Whether they supported Council applying for the Three Waters Better Off Funding in Tranche 1, and
- Their level of support for each of the eleven projects to help prioritise which would form part of Council's funding proposal.

- There were also opportunities for general comment.

The survey was promoted via social media, print media, google advertising and direct email to Council's database and all schools in the Masterton district. Schools were asked to promote the survey to their school communities.

In total, 387 people responded. A higher proportion of people identified as Māori (21.1%) compared to other more recent surveys Council has undertaken. This is important as, in addition to specific decision-making requirements in the Local Government Act 2002, a key consideration for funding is to improve and progress partnerships with Māori and the funding proposal must include Māori views.

A copy of the survey results is included as Attachment 2. Key findings/highlights included:

- The majority of people supported Council applying for funding in Tranche 1.
 - Key reasons for supporting an application were that the funding could assist/improve our community/place and wellbeing.
 - Key reasons for not supporting an application were that the respondent did not agree with the Three Waters Reforms, or aspects of the reform and/or process.
- Although the order differed, there was consistency in the top 5 and bottom 2 projects between all submitters and those who identified as Māori.
- For the projects in between, Animal Shelter enhancements ranked 6th for respondents overall and 9th for those who identified as Māori. The order of the remaining projects was the same.

Masterton District Council Funding Proposal

Submission of a funding proposal

Feedback from the survey was considered at a further Council workshop and has assisted Council in considering whether to apply for Tranche 1 funding, and in prioritising projects for the Tranche 1 Funding proposal.

There are mixed views in our community, just as there are across the country, regarding the Three Waters Reforms. It is important to note that, from a legal perspective, the obligations attached to the Better Off Funding package and funding agreement are binding, however in itself does not commit Council or a future Council to the three waters reform process.

Masterton District Council has previously supported Communities 4 Local Democracy. This group wants to make sure that reforms meet the needs of communities, Councils and the government. They are seeking alternatives to what the government has proposed.

In addition, Council made a submission to the Finance and Expenditure Committee on the Three Waters Entities Bill, outlining its concerns about the process and content of the Bill. The submission is available on Council's website [here](#).

The 'Better Off' funding has been allocated to Council whether a proposal is submitted now, or in Tranche 2. Submission of a Tranche 1 funding proposal does not change Council's views on Three Waters Reforms, Council's support for Communities 4 Local Democracy and its views as expressed in its submission on the Three Waters Entities Bill. But it does enable Council to progress the projects identified below that are an investment in the wellbeing of our community.

Proposed funding proposal

Officers have developed a funding proposal that best represents the community's feedback, Council's strategic objectives, and equity and wellbeing considerations for our community. Wastewater renewals were ranked first by respondents overall, and Pūkaha Mount Bruce was ranked first by those who identify as Māori. The proposed increases in funding (compared to what was included in the community survey) for these two projects reflect that.

The proposed funding proposal includes:

1. Targeted wastewater renewals - \$2.25 million over two years.
2. Planting for biodiversity and fish passages (primarily Mākoura Stream/Homebush) - \$200,000
3. Contribution to Pūkaha Mount Bruce development project - \$335,000
4. Climate Change Activator for 3 years - \$250,000
5. Mana Whenua Partnerships/Climate Resilience Projects - \$575,000
6. Urban Safe Active Transport Routes (Incorporating History) Implementation Plan/ Business Case - \$50,000
7. Trust House Recreation Centre/War Memorial Stadium Assessment including feasibility of a Splash Pad - \$120,000
8. Air Quality Actions Scope and Business Case - \$100,000

A summary of these projects is included in Attachment 3.

Three projects that were included in the list for community feedback are not included in the list above. These are:

- The two projects that ranked lowest by our community - the EV Mobile Library and seed funding to attract an On-Demand Bus Service Trial.
- The project to enhance the Animal Shelter build by installing water recycling/solar power technology and concrete pads has also been excluded. Other projects were assessed as offering broader wellbeing and equity benefits for our community.

Project Substitution

While Council can only submit one proposal, the guidance states (P12) "there may be circumstance in which a council wishes to substitute or re-allocate funds allocated to another project in the Funding Proposal. These decisions will be considered by Crown Infrastructure Partners (CIP), and made on a case-by-case basis.". Should any project on the list that is approved by DIA not proceed, a case could be made for the funding that was approved for that project to be reallocated to another project on the list.

Options

Options for council to consider are summarised below:

Option		Advantages	Disadvantages
1	Approve submission of a Funding Proposal comprising the 8 projects included in Attachment 3 (subject to completion of the funding application process with DIA).	<ul style="list-style-type: none"> • The list includes 8 of the 11 projects that were discussed at Council workshops and included in the community feedback survey. • The project mix takes account of Council’s strategic objectives as well as equity and wellbeing considerations for our community. • The proposal aligns with views of the general community and Māori as expressed through the community survey. • The projects included have been discussed with mana whenua who were supportive of the proposed projects. • The projects included have been assessed as meeting the DIA criteria and were discussed with DIA during interim discussions (noting this does not necessarily mean that they will be approved, or approved ‘as is’). • This will enable the funding proposal to be submitted by the scheduled deadline of 30 September 2022. 	<ul style="list-style-type: none"> • Some members of our community (approximately one third of survey respondents) do not agree with Council submitting a proposal in Tranche 1. • Some members of our community supported the three projects that have been excluded.
2	Approve submission of a variation of the Funding Proposal – i.e. one that comprises different projects to what is included in Attachment 3	<ul style="list-style-type: none"> • Depending on the projects included and/or excluded, there may be benefits for different sectors of our community (compared to who will benefit from the list included in Attachment 3). 	<ul style="list-style-type: none"> • Given the total funding available is \$3.88 million, increasing funding for any project/s, would most likely mean another project is excluded. Those who support and/or could benefit from a project that is removed may see that as a disadvantage.

Option	Advantages	Disadvantages
(subject to completion of the funding application process with DIA).		<ul style="list-style-type: none"> • Similarly, adding something new, would most likely mean another project is excluded. Those who are supportive of a project and/or impacted by it's removal may see that as a disadvantage. There is also a risk if something new was introduced, that it may not align with community aspirations for this funding. • Depending on the extent of any change, there could be a risk of not meeting the 30 September deadline for submission.
3 Do not approve submission of a Funding Proposal.	<ul style="list-style-type: none"> • This would align with the view of some members of our community (approximately one third of survey respondents) who do not agree with Council submitting a proposal in Tranche 1. <p>Neutral:</p> <ul style="list-style-type: none"> • Tranche 1 funding would carry forward to Tranche 2 – it would not be 'lost' provided the Three Waters Better Off funding scheme does not change. 	<ul style="list-style-type: none"> • This does not align with the majority view (55% in in the community survey) who supported Council applying in Tranche 1. • The projects included in the funding proposal would not progress. • Those who want to see project/s that were included in the community engagement survey proceed may perceive this to be a disadvantage. • Time and funds invested to date in progressing the application and undertaking community engagement cannot be recovered. • Risk that a change of government could see a change to three waters reforms and/or Better Off funding.

Option 1 is recommended for the following reasons:

- The Funding proposal reflects discussions to date.

- The proposal aligns with feedback from our community, and from those who identified as Māori.
- The projects in the Proposal have been discussed with DIA, noting these were interim discussions and do not mean that the projects proposed will be accepted.
- The project mix takes account of Council's strategic objectives as well as equity and wellbeing considerations for our community.
- The projects included will benefit our community and/or sectors of our community, as outlined in Attachment 3.
- This will enable the Funding Proposal to be submitted on time.
- Should any approved project not proceed, a case could be made to reallocate that portion of funding to another project included in the proposal (subject to DIA approval).

Next Steps

With option 1, we would proceed with completing and submitting the Three Waters Better off Funding Proposal, including the projects listed in Attachment 3.

If Council decide to change the projects included in the Proposal (option 2), next steps will be to revise the funding proposal to reflect the decision made, and then submit that. The extent of change required, and any potential delay and/or impact resulting from that, would depend on what the change was. If this was substantially different, there is a risk that the Funding Proposal may not be submitted on time.

If Council decide not to proceed with submitting the Three waters Better off Funding Proposal (option 3), DIA will be advised of that decision and no further action will be taken.

SUPPORTING INFORMATION

Strategic, Policy and Legislative Implications

The projects included in the proposal have been assessed against the criteria for Three Waters Better Off Funding and we believe they align with the objectives and criteria of the fund.

The projects have also been assessed for wellbeing impact and for their alignment with Council's community outcomes, adopted as part of the 2021-31 Long-Term Plan.

The projects included have a strong environmental focus. They also align with the Climate Change Action Plan (included in this agenda for adoption) and *He Hiringa Tangata He Hiringa Whenua* (our Wellbeing Strategy).

As noted in this report and in the recommendations, from a legal perspective, the obligations attached to the better off funding package and funding agreement are binding, however in itself does not commit Council or a future Council to the three waters reform process.

Significance, Engagement and Consultation

Community engagement regarding the list of projects identified by staff and elected members has been undertaken. This attracted a positive response, with 387 people taking the time to share their views.

The Local Government Act 2002 (the Act) contains a number of provisions that relate specifically to Māori and requires all councils to:

- Establish, maintain and improve opportunities for Māori to contribute to local government decision-making processes.
- Ensure processes are in place for consulting with Māori.
- Consider ways to foster Māori contribution to local government decision-making processes.
- Provide relevant information to Māori.

Beyond the Local Government Act 2002 requirements, the criteria for Better Off funding states that Councils are expected to engage with iwi/Māori in determining how the funding will be used. Council's Pou Ahurea Māori has discussed the projects that were included in the community survey with mana whenua representatives.

Through the survey tool, the views of those who identified as Māori were extracted and considered as well as the views of the wider community. The only project where ranking differed between the overall response and the response of Māori was in relation to the Animal Shelter project. Māori ranked this project lower than the overall response.

Financial Implications

Should the funding proposal proceed and be accepted, Council will apply for \$3.88 million to support projects included in the proposal that are approved by DIA.

For projects where the outcome is a business case/scope in Tranche 1, additional funding may be required to implement any actions or recommendations. This could be considered as part of Council's Tranche 2 funding enabling continuity between the two opportunities. If for any reason Tranche 2 funding is no longer available, alternative funding would need to be sought to implement those projects.

If the proposal is not submitted, the cost of time invested and engagement costs to date cannot be recovered.

The Better Off funding package is intended to provide additional funding to councils and communities to leave them better off than before the water reforms process.

The better off funding cannot be allocated to any expenditure other than what has been set out in the funding proposal and funding agreement.

Once the proposal is approved and Council enters into a funding agreement for the agreed programme of work (the projects that are confirmed), where applicable, there is an expectation that Council will continue to fund its share of related work. For example, Council would not be able to reduce its current allocation for wastewater renewals and use the three waters funding instead.

If there were cost escalations over and above the better off funding components allocated to an individual project approved as part of the proposal, Council would be responsible for any shortfall to deliver that project or could potentially cancel a project if co-funding cannot be allocated.

If the Better Off Funding component of a project was cancelled or withdrawn for any project, and there was no agreement regarding an alternative project that could be substituted, that funding would transfer into the Tranche 2 allocation available in 2024.

Payments are subject to compliance with the agreement including reporting to DIA's satisfaction. Payments are retrospective.

Treaty Considerations/Implications for Māori

Council's Pou Ahurea Māori has engaged with mana whenua regarding the three water funding opportunity and Council's proposal and there was support for the projects included.

An Iwi representative appointed to Council committees has also participated in workshops relating to the Three Waters Better Off Funding.

The views of Māori who completed the survey (21.1% of survey participants identified as Māori) were also extracted and compared with the views of those who completed the survey overall. With the exception of the ranking of the Animal Shelter project that has been noted, views and rankings were generally consistent.

The projects identified are expected to benefit Māori as well as the wider community. The strong focus on environmental projects also aligns with Māori cultural values relating to the environment.

Communications/Engagement Plan

The decision made in response to this report will be shared with our community.

If that decision is to submit a funding proposal (as recommended or a variation of that) the community will be kept informed of progress with that application and advised what projects are approved by DIA. The community will also be advised of progress with the projects included.

Environmental/Climate Change Impact and Considerations

As noted, there is a strong environmental focus in the projects that are recommended for inclusion in the Funding proposal. If these projects proceed, they will assist in improving our environment.

ATTACHMENTS

Attachment 1: Criteria - see [https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme-2022/\\$file/Three-Waters-Reform-Better-Off-Support-Package-Guidance-April-2022.pdf](https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme-2022/$file/Three-Waters-Reform-Better-Off-Support-Package-Guidance-April-2022.pdf)

Attachment 2 – Better Off Funding Community Engagement Survey Results

Attachment 3 - Proposed Funding Projects

Attachment 4 – Funding Agreement - see [https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme-2022/\\$file/Better-Off-Package-Funding-Agreement-April-2022.pdf](https://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme-2022/$file/Better-Off-Package-Funding-Agreement-April-2022.pdf)

**Three Waters Better Off Funding
Community Feedback
July/August 2022**

Note: For Q1 and Q3 qualitative feedback (written comments) have been themed.
Individual comments have not generally been included.

The number indicated for each major theme (in bold font) is the approximate number of respondents who commented. The number for each sub-theme is the approximate number of comments on that sub-theme. Some people commented on more than one sub-theme.

Given potential for differences in interpretation, all numbers quoted in the qualitative sections should be considered approximate.

Three Waters Better Off Funding Survey

Background

The 3 Waters Better Off Funding survey was undertaken over July/August 2022 to seek community views on:

1. Whether Council should apply for the Better Off funding, and
2. If so, which projects should be prioritised (from a short-list developed by Council).

The survey was launched on Wednesday 27 July 2022 and closed at midnight on Sunday 14 August 2022. This allowed members of our community almost three weeks to 'have their say'.

Promotion

The survey was promoted through social media channels including Council's Facebook page and online advertising. There was also a full page advertisement in the Midweek.

- Google Display ads ran from 28/7 to 12/8 attracting 136,059 Impressions and 616 clicks through to the information on our website from that source.
- MDC social media reached 3837 on Facebook (with 271 clicks) and 373 on Instagram.

In addition the survey was sent to everyone on the Communications database; to all schools in the Masterton district (asking them to share with their school communities); and through our Pou Ahurea Māori the Facebook link was shared with iwi, marae, hapū and hapori Māori asking them to share with their communities.

Hard copies of the survey were also available at Waiata House, Queen Street customer services centre and the Library.

Response Rates

In total, 387 people responded to the survey. Of those who completed the 'About You' questions:

- Almost half (49.8%) were aged 55+. Around one third (34.6%) were aged 35-54 and the balance (15.6%) were under 35.
- The majority identified as New Zealand European (78.6%), however there was also strong representation from people identifying as Māori (21.1%) and a small number (2.3%) who identified as Pacific/Asian.
 - At the time of the 2018 Census, 21.3% of people in the Masterton district identified as Māori and 84.7% as European. Response rates for this survey are more closely aligned with ethnicity statistics for our community for both Māori and European than in other recent consultation.
 - Almost half (47.69%) of those identifying as Māori also identify as NZ European.
 - For those identifying as Māori, there was a higher proportion of younger respondents. Approximately one third were aged 55+ (32.31%); 40% were in the 35-54 age group and 27.69% were aged under 35.

- The majority identified as female (52.1%), then male (43.8%).
- And 14.5% indicated they lived with a disability (impairments/long term health conditions).

A copy of the full demographic results is included as Attachment 1.

What our community told us:

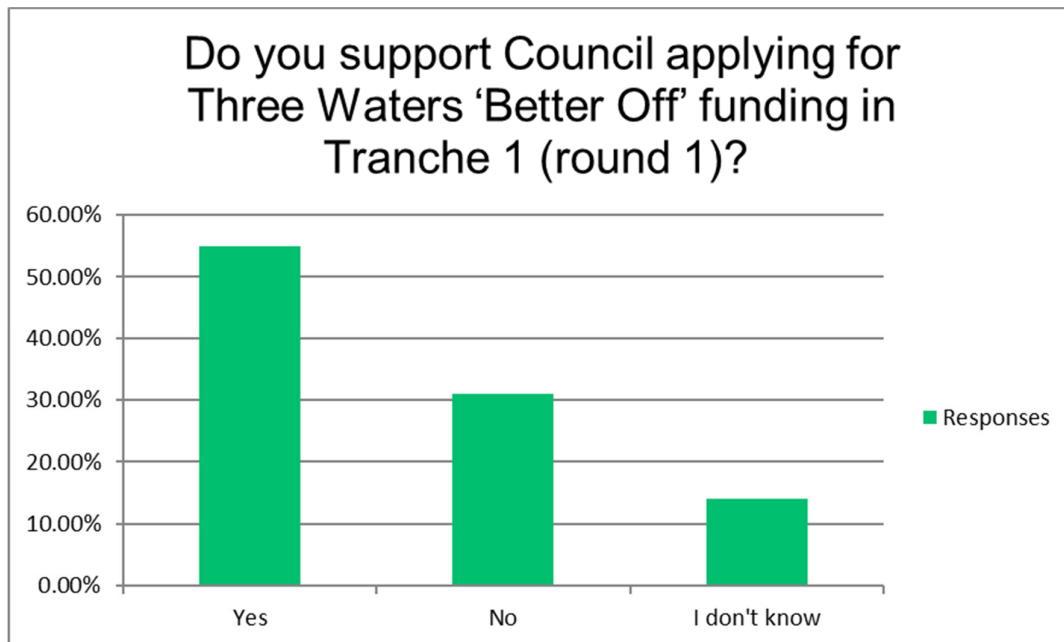
1. Do you support Council applying for Three Waters 'Better Off' funding in Tranche 1 (round 1)?

The majority of respondents supported Council applying for the Three Waters 'Better Off' funding in Tranche 1.

Over half (55.04%) responded "Yes", almost one third (31.01%) responded "No" and the balance (13.95%) responded "I don't know".

Yes	55.04%	213
No	31.01%	120
I don't know	13.95%	54

387 Answered



Māori Perspective

Trends were similar for those who identified as Māori, with a slightly higher proportion of people indicating 'Yes'. Almost two thirds (63.08%) responded "Yes", with 21.54% stating "No" and 15.38% answering "I don't know".

Key Comments from People Saying 'Yes':

Of those who indicated "Yes" 74 people provided some additional comment. The majority of comments expanded on why people had indicated "yes".

The key reasons for indicating yes were:

- **Funding will benefit our community and enable projects to progress – 25**
 - Opportunity to boost/support/inject funds where needed and progress/enable important projects – 11
 - Improve our spaces/places – 6
 - Make a better place for families
 - Need to upgrade to allow expansion
 - Environmental benefits
 - People/residents will benefit – 3
- **The 3 waters reform is going to happen so we should take the funding/benefit – 6**
- **Support for the 3 waters reform - 5**
 - Council can't afford the investment needed (2)
 - Council needs to work out how to work with/for 3 waters in future (2)
- **Some indicated that the "yes" was conditional – 9**
 - Provided it is not linked to agreeing to 3 waters (3)
 - Only if there is 'no catch' (3)
 - Yes, but only for infrastructure/fixing flooding issues (2)
 - Only if forced into 3 waters (1)

Amongst those who responded 'Yes', there were also a number of comments relating to Water Infrastructure/Services and the 3 Waters Reform. Key themes included:

- **Need to improve/invest in water services - 14**
 - Improve water services (10)
 - Stormwater needs to be improved/upgraded
 - Develop/replace wastewater
 - Improve water pressure
 - Water resilience for summer
 - Water quality is important (4)
 - Stop discharge to rivers
 - Must maintain clean/drinkable water

- **Consideration of cost/funding/affordability to achieve this - 6**
 - Need to invest without increasing rates/consider affordability (2)
 - Council can't afford the investment needed (2)
 - Government funding will help with the cost (2)

Key Reasons given by People Saying 'No':

Of those who indicated "No" 81 people provided some additional comment. The majority of comments expanded on why people had indicated "no".

The key reasons for indicating no were:

- **3 Water Assets belong to our community, and we should maintain control – 28**
 - Reference to 'theft' of assets/'asset grab' was common – 13
- **Perception that the funding is to influence/incentivise people – 22**
 - The word 'Bribe' was used frequently – 19
- **Disagreement with 3 waters – 18**
- **Perceived Flaws with the 3 Waters Proposal/Bill/Process – 17**
 - Undemocratic/no referendum – 6
 - Wrong way to go about upgrading water assets/Lacks appropriate checks & balances/Ideological/not practical – 3
 - Legal concerns – 2
 - Concern re cost – 2
 - Concerns re 'losing our local voice' – i.e. bigger areas will have more say - 2
 - Consultants etc win, everyone else loses - 2
- **We won't be better off with 3 Waters/not the answer/not good for our community – 9**
 - We're not/won't be 'better off' – 4
 - Service won't be any better than now – 2
- **Not supportive of Proposed Council Projects/Use of Funding – 10**
 - If taken, use for 3 waters/water infrastructure only – 5
 - More important projects/don't support those proposed – 2
 - Use funding to lower rates – 2
- **Lack of information/understanding re 3 Waters – 7**
 - Not enough information/understanding on 3 waters – 5
 - Lack of trust in Central Government - 2
- **Concern re potential conditions of funding/future impacts – 7**
 - Not 'free' money/Don't trust process/Check the fine print – I have heard if you take the money, you will have no say in future – 3
 - Diminishes Council ability to advocate against 3 Waters - 2
 - Only take the funding if no strings are attached – 2

- **3 Waters perceived as promoting cultural tension/discrimination/racism - 6**

Key Comments from People Saying 'I don't know':

Of those who indicated "I don't know" 10 people provided some additional comment. Key themes included:

- **Concerns re aspects of the 3 Waters Proposal/Bill/Process - 6**
 - Potential conditions of funding – 2
 - Concern re Cost/Service delivery – 2
 - If Council can't raise enough to upgrade without charging water users more, how can a new company?
- **Uncertainty/Confusion re 3 Waters/Funding – 6**
- **Perception that the funding is to influence/incentivise people – 2**

2. Please indicate your level of support for each of the projects that we have identified and included on our short-list:

In Order of Weighted Average: All Responses

The table below lists the projects in order of the weighted average. The weighted average enables us to rank the projects in order of the highest weighting. It is essentially a 'summary' of all the responses received for that project. The colours relate to and are explained in the discussion that follows. A copy of the full results for this question is included as Attachment 2.

Note: A weighted average is defined as: an average resulting from the multiplication of each component by a factor reflecting its importance. i.e. Some responses carry more weight. In this survey, the weight of each response declined as the level of support declined, from 'extremely supportive' (highest weighting) to 'not at all supportive' (lowest weighting).

Project/Initiative:	Weighted Average
1. Targeted Wastewater Renewals - \$1 million p.a. for 2 Years = \$2 million total	3.51
2. Planting for Biodiversity & Fish Passages (primarily at the Mākoura Stream and Homebush) - \$200K	3.25
3. Pūkaha Mount Bruce National Wildlife Centre - \$200K	3.22
4. Climate Change Activator for 3 years - \$250K	2.70
5. Mana Whenua Partnership/Climate Resilience Project - \$575K	2.69
6. Animal Shelter Enhancements - \$500K	2.62
7. Urban Safe Active Transport Trails (incorporating. Historic Walking Paths) - Business Case and Detailed Plans - \$50K	2.61
8. Trust House Recreation Centre and War Memorial Stadium Assessment, including feasibility of a Splash Pad - \$120K	2.50
9. Air Quality Actions Scope and Business Case - \$100K	2.46
10. Seed Funding to Attract an On-demand Bus Service - \$100K	2.36
11. Mobile EV Library - \$350K	2.21

Māori Perspective

Overall, Māori were more supportive of the proposed projects (higher weightings overall).

Although the order of projects differed, the 'top 5' (shaded in green) and 'bottom 2' (shaded in grey) projects for Māori and for 'all responses' were the same.

The key difference was the ranking of the Animal Shelter project (highlighted in yellow). For 'All Responses' this was ranked 6th while for those identifying as Māori it was lower down the list at 9th.

In Order of Weighted Average: Māori perspective

Project/Initiative:	Māori Perspective Weighted Average
1. Pūkaha Mount Bruce National Wildlife Centre - \$200K	3.85
2. Planting for Biodiversity & Fish Passages (primarily at the Mākoura Stream and Homebush) - \$200K	3.84
3. Mana Whenua Partnership/Climate Resilience Project - \$575K	3.62
4. Targeted Wastewater Renewals - \$1 million p.a. for 2 Years = \$2 million total	3.41
5. Climate Change Activator for 3 years - \$250K	3.20
6. Urban Safe Active Transport Trails (incorporating. Historic Walking Paths) - Business Case and Detailed Plans - \$50K	2.93
7. Trust House Recreation Centre and War Memorial Stadium Assessment, including feasibility of a Splash Pad - \$120K	2.92
8. Air Quality Actions Scope and Business Case - \$100K	2.86
9. Animal Shelter Enhancements - \$500K	2.71
10. Seed Funding to Attract an On-demand Bus Service - \$100K	2.68
11. Mobile EV Library - \$350K	2.41

All Responses - The projects in order of most support (i.e. highest percentage indicating they were “very supportive/extremely support”):

1. Targeted Wastewater Renewals – 55.78%
2. Pūkaha Mount Bruce – 50.00%
3. Planting for Biodiversity & Fish Passages – 49.12%
4. Mana Whenua/Climate Change Project – 33.83%
5. Climate Change Activator – 33.14%
6. Animal Shelter Enhancements – 27.76%
7. Urban Safe Trails/Historic Walks – 25.81%
8. Trust House/Splash Pad Assessment – 23.08%
9. Air Quality Actions Scope – 21.01%
10. Seed Funding for On-demand Bus – 17.91%
11. Mobile EV Library – 15.66%

All Responses - The projects in order of least support (i.e. percentage indicating “Not at all Supported/Not So Supportive”):

1. EV Library – 59.34%
2. Seed funding for On-demand Bus – 52.84%
3. Trust House/Splash Pad Assessment – 50.60%
4. Air Quality Actions/Scope - 50.30%
5. Urban Safe Trails/Historic Walks – 46.88%
6. Animal Shelter Enhancements – 46.87%
7. Mana Whenua/Climate Change Project – 45.58%
8. Climate Change Activator – 45.45%
9. Pūkaha Mount Bruce – 35.75%
10. Planting for Biodiversity & Fish Passages – 26.32%
11. Targeted Wastewater Renewals – 21.67%

3. If you have any other comments or feedback that you would like to share with us regarding the Three Waters 'Better Off' Funding and/or projects listed, please add that here:

133 people took the opportunity to provide some comment.

Key themes included:

Comments on Three Waters Infrastructure/Services:

There was a strong view that the funding should be invested in 3 Waters Infrastructure/Services. Currently, over half the funding is proposed to be invested in targeted wastewater renewals, however some comments indicated support for more and/or broader 3 Waters investment:

- **If funding is accepted, it should be directed to 3 Waters Infrastructure/Services – 41**
 - Wastewater improvements – 13
 - Stormwater improvements – 12
 - Research to slow down stormwater run-off in built up areas
 - Water Supply improvements – 11
 - Identify/Fix leaks (on private/public land)– 2
 - Water Resilience/Storage – 3
 - Reduce water bans - 1
 - Addressing flooding/sewerage overflows/blocked toilets in rain events – 10 Pipe renewals – 2
 - Areas of concern that were mentioned at least once included:
 - Makoura Road
 - Cockburn Street
 - Colombo Road
 - Kuripuni Street
 - Upper Plain Road (river overflow/properties flooding)

Comments on Proposed Projects:

Wastewater Improvements are discussed above. Other themes included:

- **Not supportive of the projects suggested (in general/non-specific) – 13**
 - Projects are frivolous/Nice to have and/or not reflective of community needs - 5
 - Some projects should be funded by Central Government or Council rather than via this fund – 2
- **Not supportive of feasibility/scoping/business case project/s – 10**
 - Spend on practical projects/should have something at the end – 2
 - Prioritise projects that will benefit people instead – 2
- **Use for something substantial/fewer projects at higher standard/to leverage more – 3**
- **Don't invest in already established projects/strategies – 2**

Note: Sustainable Wairarapa Inc would like to lead the fish passage and biodiversity projects at Homebush.

Other Comments:

Most other comments reflected those already included under reasons for responses to Question 1:

- Comments against the 3 Waters Proposal/Funding – 14
- Local assets should remain local – 12
- Perceived flaws in the 3 Waters Reform Bill/process - 6
- Community/ratepayers will not be 'better off' – 5
- Perceived as promoting cultural tension/discrimination/racism – 3
- Need for more information/understanding of 3 waters - 2

There were also some comments on Council's decision making process:

- Council hasn't consulted the community on 3 Waters yet – 1
- Don't make a decision until after elections – 1
- Like the way council is approaching this – 1
- Good survey - 1

Suggestions for Alternative Use of Funding/Other Projects:

- Non-specified infrastructure/core services/capex – 5
- Reducing Rates - 2

Other specific alternative projects suggested:

- Enhance waterways and streams/Protection of urban streams – 6
 - The Mākoura and Kuripuni streams from the storm water system.
 - Opaki, Makoura, Makakaweka, Waiwaka, Kuripuni, Fleet Street, Solway, and Waipokaka
 - Henley Lake water quality -
 - Update WCDP to recognise mana whenua history with these streams e.g. fish/plant life in the stream; Kainga/Urupa associated with them
 - Riparian planting beside streams in public areas
 - Inspection of under-street culverts that carry streams to reduce risk of collapse.
 - A waka for the Mākoura/Kuripuni catchment to cut and remove oxygen weed without damaging the ecosystem.
 - Fund schools to clean the rubbish from the stream beds - this would include PPE, facilitation, Kai, health and Safety etc.
 - The council has expressed a wish to refocus the town to the Waipoua river to achieve this needs an appraisal of the current state of the river and an assessment of the opportunities the river offers.
- Other Specified Projects related to 3 Waters Infrastructure/Services - 6
 - Water Collection on Private Property – 2
 - Interest free loans for tank and rain collection on residential properties

- A full analysis of the pro's and con's of the requirement to install rainwater tanks on both new houses and retrofitting to older houses. –
 - Paying for the administration of 3 waters
 - The funding of a leak detection unit for use on both private and public land. A major issue will be the leaks on private land.
 - Research on the opportunities to slow down stormwater runoff especially in areas where there has been increased density of housings.
 - Lake of Remembrance acts as part of storm water system, also serves as a sediment trap needs urgent maintenance. Sediment could be used to rehabilitate redundant sewage ponds into native plant & wildlife habitat.
- Environmental education – 3
 - For tamariki –
 - Include in every Council's strategic plan –
 - In relation to streams (see above)
- Social housing – 2
 - Ngaumutawa site
- Golden Shears Plan for Stadium – 2
 - Pick up Golden Shears plan for upgrade of stadium. Plans already exist.
 - Put solar panels on roof - 2
- Activities for youth/teens/children – 2
 - Junglerama type space for small children (1)
- More frequent EV bus services
- Upgrade the Notable Trees Register in the WCDP.
- Roof over the transfer station
- Take plan for splash pad at Hosking Garden out of archives and reactivate it. Call it the "Hosking Water Splash Pad" to acknowledge Dr Hosking.
- Projects that benefit lower income people
- Projects that benefit disabled people
- Look after our environment

Attachment 1: Demographic Data

Demographic data for those who answered the 'About You' questions:

Age:

	ALL RESPONSES		MĀORI	
Under 18	0.63%	2	0.00%	0
18-24	2.86%	9	6.15%	4
25-34	12.06%	38	21.54%	14
35-44	15.87%	50	20.00%	13
45-54	18.73%	59	20.00%	13
55-64	22.86%	72	20.00%	13
65+	26.98%	85	12.31%	8
	315 answered		65 answered	

Ethnicity:

	ALL RESPONSES		MĀORI	
NZ European	78.57%	242	47.69%	31
Māori	21.10%	65	100.00%	65
Pacific Peoples	0.97%	3	3.08%	2
Asian	1.30%	4	3.08%	2
Other	10.71%	33	3.08%	2
	308 answered		65 answered	

Gender:

	ALL RESPONSES		MĀORI	
Male	43.77%	137	27.69%	18
Female	52.08%	163	64.62%	42
Non-binary	0.32%	1	1.54%	1
Prefer not to answer	3.83%	12	6.15%	1
	313 answered		65 answered	

Disability (live with impairments/long term health conditions):

	ALL RESPONSES		MĀORI	
	Yes	14.52%	45	20.00%
No	77.42%	240	72.31%	47
Prefer not to answer	8.06%	25	7.69%	5

310 answered 65 answered

Attachment 2: Support for Projects

	Not At All Supportive	Not So Supportive	Somewhat Supportive	Very Supportive	Extremely Supportive	Weighted Average
2 Years Targeted Wastewater Renewals - \$2 million total	16.18%	5.49%	22.54%	23.12%	32.66%	3.51
Recreation Centre/ Stadium Assess., incl. Splash Pad feasibility - \$120K	34.62%	15.98%	26.33%	10.95%	12.13%	2.5
Mobile EV Library - \$350K	40.36%	18.98%	25.00%	10.84%	4.82%	2.21
Animal Shelter Enhancements - \$500K	28.66%	18.21%	25.37%	17.91%	9.85%	2.62
Planting for Biodiversity & Fish Passages - \$200K	19.01%	7.31%	24.56%	28.36%	20.76%	3.25
Mana Whenua Partnership/Climate Resilience Project - \$575K	35.29%	10.29%	20.59%	18.24%	15.59%	2.69
Seed Funding to Attract an On-demand Bus Service - \$100K	36.72%	16.12%	29.25%	10.45%	7.46%	2.36
Urban Safe Active Transport Trails (inc. Historic Walking Paths) - Business Case and Detailed Plans - \$50K	29.08%	17.80%	27.30%	14.24%	11.57%	2.61

Air Quality Actions Scope and Business Case - \$100K	31.66%	18.64%	28.70%	13.91%	7.10%	2.46
Pūkaha Mount Bruce National Wildlife Centre (Project Contribution) - \$200K	25.14%	10.61%	14.25%	17.32%	32.68%	3.22
Climate Change Activator for 3 years - \$250K	34.60%	10.85%	21.41%	16.42%	16.72%	2.7

ATTACHMENT 3 - PROPOSED FUNDING PROJECTS

PROJECT 1: TARGETED WASTEWATER RENEWALS

Outline: \$2.25 million over two years for targeted wastewater renewals. The additional targeted renewals work being proposed is currently unfunded and would not proceed if not funded through this proposal.

Description: This initiative would invest additional funding to improve wastewater infrastructure in areas that are most affected when we have heavy rain events. We currently have \$14.5 million in our Long-Term Plan over 10 years for wastewater renewals work. The additional funding would enable us to do more work sooner. It will not solve all Councils wastewater challenges, but it will help to improve things more quickly for people living in the areas that are most affected.

Why Include This Project?

- Parts of our community have really suffered in 2022 with the extreme rainfall events resulting in flooding, sewerage overflows, toilets that cannot be flushed and the need for Port-a-loos.
- With climate change, extreme events like what we have experienced in 2022 are likely to occur more often.
- Sewerage in backyards is a public health issue.
- The areas that are impacted the most have higher numbers of people on low incomes, single parents, children and families.
- Dealing with the impacts of living with sewerage in the garden and/or having to use a Port-a-loo for extended periods and/or having to face the threat of flooding and cleans ups afterwards can add stress to people are already dealing with other stressors such as COVID-19 impacts, inflation and mortgage rate increases.
- There was strong support from our community for investment in wastewater renewals with this project ranked 1st for overall feedback and 3rd by those who identify as Māori.
- The strongest theme in the general comments section related to investment in 3 waters infrastructure and services.
- While \$2.25 million will not resolve all wastewater challenges, it will enable improvements to progress more quickly.

Better Off Funding Package Criteria

Outcome 1: Supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards.	Outcome 2: Delivery of infrastructure and/or services that enable housing development and growth.		Outcome 3: Support local place-making and improvements in community wellbeing.	
Funding Impact:	NEW	ENHANCE	ACCELERATE	SCALE UP
Wellbeing:	SOCIAL	CULTURAL	ENVIRONMENTAL	ECONOMIC

MDC Strategic Vision and Outcomes (noting overlap with wellbeing)					
Our Community Outcomes:	An Engaged & Empowered Community	Pride in Our Identity and Heritage	A sustainable and healthy environment	A thriving and resilient economy	Efficient, safe and effective infrastructure
Key Strategy Alignment:	Wellbeing Strategy	Climate Change Action Plan	Wairarapa Economic Development Strategy	Infrastructure Strategy	Rangatahi and/or Older Persons Strategies

PROJECT 2: PLANTING FOR BIODIVERSITY/FISH PASSAGES

Outline: \$200,000 for planting for biodiversity and for fish passages. This work is currently unfunded and would not proceed if not funded through this proposal.

Description: This project would enable planting alongside streams improving biodiversity. It would also install fish passages to help restore and protect fish. The project would primarily focus on the Mākoura Stream Homebush area. Through the community survey, Sustainable Wairarapa have expressed an interest in working with Council on this project.

Why Include This Project?

- Biodiversity planting has many environmental and conservation benefits including providing shelter and food to a range of species like birds and insects; protecting against pests and environmental hazards, improving water quality and protecting soil.
- Trees provide a carbon sink and can help off-set emissions.
- Trees along waterways can improve water quality and habitats for eels and native fish – e.g. by shading waterways to lower water temperatures and reduce algae growth.
- Fish passages can assist the movement of fish in our streams, supporting our native species – 70% of native species are at risk of, or threatened or at risk of extinction - <https://archive.gw.govt.nz/providing-fish-passage/>

Better Off Funding Package Criteria

Outcome 1: Supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards.	Outcome 2: Delivery of infrastructure and/or services that enable housing development and growth.	Outcome 3: Support local place-making and improvements in community wellbeing.		
Funding Impact:	NEW	ENHANCE	ACCELERATE	SCALE UP
Wellbeing:	SOCIAL	CULTURAL	ENVIRONMENTAL	ECONOMIC

MDC Strategic Vision and Outcomes (noting overlap with wellbeing)

Our Community Outcomes:	An Engaged & Empowered Community	Pride in Our Identity and Heritage	A sustainable and healthy environment	A thriving and resilient economy	Efficient, safe and effective infrastructure
Key Strategy Alignment:	Wellbeing Strategy	Climate Change Action Plan	Wairarapa Economic Development Strategy	Infrastructure Strategy	Rangatahi and/or Older Persons Strategies

PROJECT 3: PŪKAHA MT BRUCE

Outline: \$335,000 to support development at Pūkaha Mount Bruce National Wildlife Centre. In the 2021-31 LTP Council committed to funding of \$20,000 per annum as an annual grant to Pūkaha. There is no additional funding provision for the development project that Council is seeking to support through this proposal.

Description: An environment and ecology education centre is being developed at Pūkaha. This will better support schools and education groups, research teams, Iwi wānanga, community hui, corporate team building, conferences and special events to take place at the centre. It will also enable overnight accommodation for groups of up to 120, as well as providing up to 8 powered campervan sites. Education programmes will be hands on, science informed, collaborative, and incorporate matauranga Māori principles. There will also be a nocturnal kiwi enclosure and boardwalk.

Why Include This Project?

- This was the highest ranked project for survey respondents who identified as Māori, and number three for respondents overall.
- The relationship between Pūkaha Mount Bruce and Rangitāne o Wairarapa is important - <https://times-age.co.nz/pukaha-for-the-people/>
- This reflects partnership objectives of the 3 Waters Funding.
- Approximately half the Pūkaha land is in the Masterton District.
- The project will have a range of environmental and economic benefits for our district.

Better Off Funding Package Criteria

Outcome 1: Supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards.	Outcome 2: Delivery of infrastructure and/or services that enable housing development and growth.		Outcome 3: Support local place-making and improvements in community wellbeing.	
Funding Impact:	NEW	ENHANCE	ACCELERATE	SCALE UP
Wellbeing:	SOCIAL	CULTURAL	ENVIRONMENTAL	ECONOMIC

MDC Strategic Vision and Outcomes (noting overlap with wellbeing)

Our Community Outcomes:	An Engaged & Empowered Community	Pride in Our Identity and Heritage	A sustainable and healthy environment	A thriving and resilient economy	Efficient, safe and effective infrastructure
Key Strategy Alignment:	Wellbeing Strategy	Climate Change Action Plan	Wairarapa Economic Development Strategy	Infrastructure Strategy	Rangatahi and/or Older Persons Strategies

PROJECT 4: CLIMATE CHANGE ACTIVATOR FOR 3 YEARS

<p>Outline: \$250,000 to employ additional resource to support climate change action. This position is currently not funded and would not proceed if not funded through this proposal.</p>					
<p>Description: Council has recently undertaken consultation on a Climate Change Action Plan for our community that was developed by a focus group that included members of our community. The Plan is being considered for adoption at this meeting (14 September 2022). This initiative would fund an additional staff role to support the implementation of the Climate Change Action Plan.</p>					
<p>Why Include This Project?</p> <ul style="list-style-type: none"> • Climate Change action is important and growing in urgency. • Additional resource will enable council to do more sooner to implement the actions identified in our Plan. • The Plan was developed in collaboration with our community and has community support, as evidenced through the consultation process. • This project was rated in the top 5 for all survey respondents and those who identify as Māori. 					
Better Off Funding Package Criteria					
Outcome 1: Supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards.		Outcome 2: Delivery of infrastructure and/or services that enable housing development and growth.		Outcome 3: Support local place-making and improvements in community wellbeing.	
Funding Impact:		NEW	ENHANCE	ACCELERATE	SCALE UP
Wellbeing:		SOCIAL	CULTURAL	ENVIRONMENTAL	ECONOMIC
MDC Strategic Vision and Outcomes (noting overlap with wellbeing)					
Our Community Outcomes:	An Engaged & Empowered Community	Pride in Our Identity and Heritage	A sustainable and healthy environment	A thriving and resilient economy	Efficient, safe and effective infrastructure
Key Strategy Alignment:	Wellbeing Strategy	Climate Change Action Plan	Wairarapa Economic Development Strategy	Infrastructure Strategy	Rangatahi and/or Older Persons Strategies

PROJECT 5: MANA WHENUA PARTNERSHIPS/CLIMATE RESILIENCE PROJECTS

<p>Outline: \$575,000 to support mana whenua and Council to work together on climate change action and a mana whenua/community resource. This project is currently unfunded and would not proceed if not funded through this proposal.</p>
<p>Description: The project would involve secondments between Council and iwi entities, with seconded staff working on climate change resilience projects and a mana whenua resource that could be used by Council, mana whenua and the wider community.</p>
<p>Why Include This Project?</p> <ul style="list-style-type: none"> • This project would grow the capacity and capability of Council and mana whenua to work together, to better understand each other's perspectives and to jointly deliver together for our community on climate resilience. • This project aligns with Council's Climate Change Action Plan. • This reflects partnership objectives of the 3 Waters Funding. • The mana whenua resource will inform Council and our community. • This project was rated in the top 5 for all survey respondents and those who identify as Māori.

Better Off Funding Package Criteria

Outcome 1: Supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards.	Outcome 2: Delivery of infrastructure and/or services that enable housing development and growth.	Outcome 3: Support local place-making and improvements in community wellbeing.		
Funding Impact:	NEW	ENHANCE	ACCELERATE	SCALE UP
Wellbeing:	SOCIAL	CULTURAL	ENVIRONMENTAL	ECONOMIC

MDC Strategic Vision and Outcomes (noting overlap with wellbeing)

Our Community Outcomes:	An Engaged & Empowered Community	Pride in Our Identity and Heritage	A sustainable and healthy environment	A thriving and resilient economy	Efficient, safe and effective infrastructure
Key Strategy Alignment:	Wellbeing Strategy	Climate Change Action Plan	Wairarapa Economic Development Strategy	Infrastructure Strategy	Rangatahi and/or Older Persons Strategies

PROJECT 6: URBAN SAFE ACTIVE TRANSPORT ROUTES INCORPORATING LOCAL HISTORY

Outline: \$50,000 to complete an implementation plan/business case. This project is currently unfunded and would not proceed if not funded through this proposal.

Description: Active transport includes things like cycling, walking and using scooters. Safe active transport routes could enable more people to choose and use active transport, increasing their physical activity (health benefits) and supporting cleaner transport (environmental benefits). Historic walking trails for our district have also been suggested. History could be incorporated into the urban safe active transport routes (where applicable and appropriate), promoting health outcomes as well as our history and culture to better connect our community and our place. This project would deliver a business case for safe urban active transport routes and an implementation plan. Depending on the business case and plan, Council could consider applying to Tranche 2 of the 3 Waters Better off Funding to implement the plan.

Why Include This Project?

- The Waka Kotahi/NZTA strategic plan for New Zealand reflects climate change goals placing greater emphasis on alternative transport modes, such as walking and cycling, and on safety.
- Our community (through other processes such as LTP) have expressed a desire for safer cycling lanes and for multi-modal pathways.
- Increasing our safe active transport routes could assist in addressing challenges such as road congestion, air pollution and climate change.
- It could also encourage and enable more children to walk/bike to school (reducing the risk for those who do), provide safer options for older people who are reliant on motor scooters as their form of transport, and others who do not have access to a vehicle.
- There are proven health benefits associated with active transport (i.e. people are also exercising).
- The history aspect would enable Masterton to tell our stories and make our place unique, would also incorporate Māori culture and history - similar to what has been achieved with the Waipoua Bridge – and help connect our community to Masterton.
- This project would develop an implementation plan/business case for one or two highly ranked routes that could be implemented with Tranche 2 funding or used to support other external funding applications.

Better Off Funding Package Criteria

Outcome 1: Supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards.	Outcome 2: Delivery of infrastructure and/or services that enable housing development and growth.		Outcome 3: Support local place-making and improvements in community wellbeing.	
Funding Impact:	NEW	ENHANCE	ACCELERATE	SCALE UP
Wellbeing:	SOCIAL	CULTURAL	ENVIRONMENTAL	ECONOMIC

MDC Strategic Vision and Outcomes (noting overlap with wellbeing)					
Our Community Outcomes:	An Engaged & Empowered Community	Pride in Our Identity and Heritage	A sustainable and healthy environment	A thriving and resilient economy	Efficient, safe and effective infrastructure
Key Strategy Alignment:	Wellbeing Strategy	Climate Change Action Plan	Wairarapa Economic Development Strategy	Infrastructure Strategy	Rangatahi and/or Older Persons Strategies

PROJECT 7: TRUST HOUSE RECREATION CENTRE ASSESSMENT/SPLASH PAD FEASIBILITY

Outline: \$120,000 to undertake an assessment of the Trust House Recreation Centre and War Memorial Stadium including feasibility of a Splash Pad. This project is currently unfunded. The assessment would need to be considered for funding in the 2022/23 Annual Plan if not funded through this proposal. Scoping of a Splash Pad would not proceed if not funded through this proposal.

Description: The Trust House Recreation Centre is at the stage of its life where a range of work is required to keep it in good working order. This project would complete an assessment to better understand the work that is needed and our options for addressing those. It would also explore options for a splashpad, which is a flat surface water-based “playground” for children. Depending on the outcome of the assessment and feasibility study, Council could consider applying to Tranche 2 of the Better Off Funding to deliver the programme of work that is identified.

Why Include This Project?

- We know the Recreation Centre/Stadium need work.
- The need for an assessment has been identified but is not currently funded.
- An assessment would enable Council to better understand exactly what work is required and enable that work to be planned and prioritised.
- The facility is a community asset that is well used by a range of people, including young people, families and the elderly.
- There is potential for at least some work that is identified to be funded via Tranche 2, providing continuity from Tranche 1 to Tranche 2.
- A community group has been established to advocate for a Splash pad. Equally there are concerns regarding the cost (both to build and ongoing), environmental impacts of such a facility, where it could be located and whether it would be used.
 - A feasibility study would enable these concerns to be assessed.
 - It would also enable an informed decision to be made regarding whether a splash pad should progress.
 - A splash pad definitely targets children/families.
- Amongst feedback, a new project suggestion included progressing the Golden Shears Plans for the Stadium. An assessment would be required before these plans could be considered.

Better Off Funding Package Criteria

Outcome 1: Supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards.	Outcome 2: Delivery of infrastructure and/or services that enable housing development and growth.		Outcome 3: Support local place-making and improvements in community wellbeing.	
Funding Impact:	NEW	ENHANCE	ACCELERATE	SCALE UP
Wellbeing:	SOCIAL	CULTURAL	ENVIRONMENTAL*	ECONOMIC

MDC Strategic Vision and Outcomes (noting overlap with wellbeing)					
Our Community Outcomes:	An Engaged & Empowered Community	Pride in Our Identity and Heritage	A sustainable and healthy environment*	A thriving and resilient economy	Efficient, safe and effective infrastructure
Key Strategy Alignment:	Wellbeing Strategy	Climate Change Action Plan*	Wairarapa Economic Development Strategy	Infrastructure Strategy	Rangatahi and/or Older Persons Strategies

**This assumes any assessment would also consider 'green' improvements and any improvements would also incorporate and reflect our identity and heritage.*

PROJECT 8: AIR QUALITY

Outline: \$100,000 to scope actions that would improve air quality in Masterton and prepare a business case. This project is currently unfunded and would not proceed if not funded through this proposal.

Description: Masterton has challenges with air quality in our district, especially in winter when it is cold, and people are using wood fires to heat their homes. This project would scope options for how Council could support our community to take action to improve air quality and would deliver a business case. Depending on the business case, Council could consider applying to Tranche 2 of the 3 Waters Better off Funding to implement the projects that are supported by the Business Case.

Why Include This Project?

- Currently Masterton is exceeding the air quality standard.
- Poorer air quality is associated with poorer health outcomes, especially for children, the elderly and those who have respiratory disease.
- Including the air quality scope and business case has the potential to identify options that will enable our community to address air quality issues.
- Many of the known ‘remedies’ for air quality issues require investment at the household level, such as replacing old wood-burners, cleaning chimneys regularly, having dry sheds to store wood and buying wood early so it is dry when used.
- A frequently cited and common barrier to ‘taking action’ at the household level is the cost.
- This project would scope options that could be considered for funding in Tranche 2 to directly fund, or assist households to fund, the actions needed.
 - This could be an approach similar to the Healthy Homes project that supported households to insulate their homes.
 - This provides continuity from Tranche 1 to Tranche 2.
- The benefits of improving air quality are broad and include better health outcomes for the community.

Better Off Funding Package Criteria

Outcome 1: Supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards.	Outcome 2: Delivery of infrastructure and/or services that enable housing development and growth.	Outcome 3: Support local place-making and improvements in community wellbeing.		
Funding Impact:	NEW	ENHANCE	ACCELERATE	SCALE UP
Wellbeing:	SOCIAL	CULTURAL	ENVIRONMENTAL	ECONOMIC

MDC Strategic Vision and Outcomes (noting overlap with wellbeing)					
Our Community Outcomes:	An Engaged & Empowered Community	Pride in Our Identity and Heritage	A sustainable and healthy environment	A thriving and resilient economy	Efficient, safe and effective infrastructure
Key Strategy Alignment:	Wellbeing Strategy	Climate Change Action Plan	Wairarapa Economic Development Strategy	Infrastructure Strategy	Rangatahi and/or Older Persons Strategies

To:	Your Worship and Members
From:	David Hopman, Chief Executive
Date:	14 September 2022
Subject:	Chief Executive's Report
FOR INFORMATION	
Recommendation:	That Council notes the information contained in the Chief Executive's report 133/22.

Purpose

The purpose of this report is to provide Council with an update (as at 6 September 2022) on Council operations.

This last report of this triennium outlines successful milestones in several significant pieces of work that focus on our community's future:

- Climate Change Action Plan.
- Wairarapa Economic Development Strategy.
- Awards and grants.
- Risk Management Policy.
- Emergency road repair programme.
- 3 Waters *Better Off* funding.

These pieces of work have involved significant contributions from many people both within and outside of the Council. I would like to thank staff and Councillors for the effort and expertise involved in delivering these outcomes.

I would also like to take this opportunity to thank Lyn for her time as Mayor. Her support to me as CE and to our staff has been fundamental in steering the Council's successes throughout her tenure. Over her nine years as Mayor, she has led or been part of many achievements, and both our Council and district have benefitted from her commitment, integrity and drive.

National and Regional Context

Smokefree (Smoked Tobacco) Amendment Bill

Ongoing changes to cigarette and vape regulation

Smokefree Environments and Regulated Products (Smoked Tobacco) Amendment Bill (the Bill) is currently before the Health Select Committee, and submissions have now closed. This bill significantly limits the number of retailers able to sell smoked tobacco products; aims to prevent young people from taking up smoking by prohibiting the sale of smoked tobacco products to anyone born on or after 1 January 2009; and aims to make smoked tobacco products less appealing and addictive.

This is part of a sweep of changes that have been in progress since 2018 and were further flagged in the [Smokefree Aotearoa 2025 Action Plan](#) (launched December 2021). The Masterton District Council (alongside Carterton and South Wairarapa District Councils) is currently reviewing its Smokefree Policy. The draft combined policy is in alignment with the intent of the Action Plan and some of the focus areas.

Our policy complements the focus of the LGNZ Submission

The Wairarapa draft combined smoke and vape free policy aims to encourage smokefree and vape free public environments and minimise the exposure that children and young people have to smoking and vaping. This policy follows a non-regulatory approach aimed at behavioural change and promoting a positive smoke and vape free message through education. We will be surveying our community on aspects of the proposed policy in the coming months.

Council has not made a submission on the Bill, however LGNZ has made a submission on the Bill, the focus of which was covered as part of the Remits for the Local Government NZ 22 AGM.

These remits were endorsed by Council on 29 June 2022 (Report 081/22). In its submission LGNZ requested the Government to:

- Restrict the sale of vaping products to R18 specialist vape stores.
- Develop proximity limits to prevent the clustering of vaping product retailers and protect young people.

A copy of the LGNZ submission can be found here

https://www.parliament.nz/en/pb/sc/submissions-and-advice/document/53SCHE_EVI_125245_HE25615/local-government-new-zealand

Greater Wellington Regional Council – Proposed Regional Policy Statement: Change 1

The Regional Policy Statement (RPS) identifies issues around the management of the region's natural and physical resources and sets out what needs to be achieved (objectives) and the way in which the

objectives will be achieved (policies and methods). Regional and district plans, and the Regional Land Transport Strategy are required to either give effect or consider policies in the RPS.

In July 2022, Greater Wellington Regional Council (GWRC) undertook a limited release process with mana whenua, territorial authorities, and key ministries on the draft RPS: Change 1 and Council made a submission on this draft.

GWRC publicly notified the proposed RPS on 20 August 2022, with a formal consultation process running until 14 October 2022. Council will make a submission as part of the formal consultation process, based on feedback submitted during the GWRC limited release process in July 2022.

Greater Wellington Regional Council - Masterton health and air quality trends update August 2022

Greater Wellington Regional Council have provided an air quality update for Masterton District which is included as an attachment to this report (see Attachment 1). The key messages from that update were:

- A new national study finds the health impacts of traffic emissions are much more significant than previously thought.
- Decarbonisation of the vehicle fleet (especially diesel vehicles) and mode shift to active travel and public transport will have co-benefits for air quality. Even small changes make a difference to health.
- Many Masterton households rely on wood burning to heat their homes leading to high levels of particle air pollution under clear sky and low wind conditions. Per person, Masterton has the highest rate of health impacts from exposure to wood smoke in the region. Improving home insulation, using dry wood and optimal burning technique with modern low emission burners will help reduce emissions and keep homes warm.

Ministry for the Environment – National Adaptation Plan

The Ministry for the Environment’s National Adaptation Plan was launched on 3 August 2022. It looks at the impacts of climate change, both present and future, and sets out how Aotearoa New Zealand can adapt. For more information, go to: <https://environment.govt.nz/what-government-is-doing/areas-of-work/climate-change/adapting-to-climate-change/national-adaptation-plan/>

Infometrics Regional Quarterly Update

The Masterton economy grew 3.4% in the year to June 2022, according to provisional estimates from Infometrics. This growth significantly outpaced the national average of 0.9%. However, economic activity in Masterton faced headwinds in the June quarter with inflationary pressures, supply chain constraints, and labour shortages leading to economic activity in June sitting 1.6% lower than the same quarter a year prior.

Evidence of a strong economy is evident in consumer spending in Masterton over the past year. Data from Marketview shows consumer spending in Masterton was sitting 6.3% higher over the year to June 2022. This compares to no growth in consumer spending in the rest of the Wellington Region and nationally.

The benefits of the shift to working from home are evident in Masterton, with a strong economic output and consumer spending over the last year. This has resulted in the labour market in Masterton being stronger than the rest of the country. The unemployment rate in Masterton has averaged 2.0% over the year to June 2022, compared to 3.3% nationally. However, such a strong labour market makes finding workers more difficult for firms.

Jobseeker support recipients have almost completely recovered from their spike at the beginning of the pandemic, with an average of 836 in the year to June 2022, down 15% from a year prior, and just above the 10-year average of 829.

Masterton District has benefitted from very strong tourism expenditure, with tourist spending sitting up 5.6% in the year to June 2022, compared to a national decline of 6.6%.

House prices are holding steadier in Masterton than the rest of the Wellington Region. House prices in Masterton in June 2022 were 12% higher than June 2021, where in Wellington Region as a whole, prices in June 2022 were only 0.1% higher than a year prior. However, despite the solid price growth, residential consents have slipped slightly, down 1.3% in the year to June 2022. Despite the slight drop they are sitting well above the 10-year average.

Infometrics National Quarterly Update

Economic activity bounced back in the second quarter of 2022, but this bounce was harder and more expensive to come by, as the economy operates with sustained limitations. Underlying economic activity has picked up since the earlier peak in Omicron cases, as New Zealand moved to Orange and spending activity rebounded. However, Infometrics provisional estimates point to a 0.7%pa decline in economic activity in the June 2022 quarter, in part due to comparing current levels of activity to the red-hot June 2021 quarter, which makes current activity look overly negative. Annual growth is expected to have risen 0.9%pa over the last 12 months. The economy is currently walking a tightrope between weak confidence, high inflation, higher interest rates, a tight labour market, and ongoing supply chain disruptions on one side, and the border reopening and a rebound from Red and the Omicron peak on the other.

Pou Ahurea Activity

Iwi/Māori/Hapū Engagement

We have continued to have good engagement with iwi, Māori and hapū. The Pou Ahurea Māori is working with individual council staff to develop their own working relationships with iwi, Māori and hapū, with this resulting in good engagement with regard to the Wairarapa Combined District Plan Review, Mataikona Road Project, Colombo Road Bridge, Homebush Wastewater Treatment Plan and communications from council with iwi involvement.

Combined Wairarapa Māori Regional Hui

A hui was held with mana whenua on 26 August 2022 at Papawai Pā to discuss regional council projects including the Wellington Region Climate Risk Impact Assessment, the Regional Policy

Statement Consultation, Wairarapa Combined District Plan Review, and Waste Management and Minimisation Plan Review. Mana whenua representation included Ngāti Kahungunu ki Wairarapa Tāmaki Nui a Rua Trust, Rangitāne o Wairarapa, Kahungunu ki Wairarapa, and uri from Hurunui-orangi Marae, Te Ore Ore Marae, Papawai Marae, and Kohunui Marae. It was agreed to continue with joint hui to discuss regional kaupapa.

Mana Whenua Climate Change Conference

From the Combined Wairarapa Māori Regional Hui it was agreed to hold a Mana Whenua Climate Change Conference in November this year. We will be working with the three (3) local TA's and GWRC to organise this event, and the discussion.

Te Rohe o Rongokako Joint Redress Bill

The Chief Executive, Pou Ahurea Māori and the Manager Strategy and Governance met with Te Arawhiti, along with GWRC, SWDC, CDC, Ngāti Kahungunu ki Wairarapa Tamaki Nui a Rua Treaty Settlement Trust and Rangitāne Tū Mai Rā, to discuss the costs for each council to participate in the Natural Resources Committee. The Wairarapa Moana Statutory Board and Natural Resources Committee will be developing and implementing strategy documents for the Ruamahanga Catchment and Wairarapa Moana. This will be an ongoing discussion with central government.

Strategy and Governance Activity

District level projects

Masterton District Climate Action Plan

The Masterton District Climate Action Plan consultation finished on 1 August 2022. A total of 87 submissions were received and of those, 23 submitters requested to be heard by Council at the August 10 public hearing. Council was presented with a summary of submitters feedback and additional supporting information, including analysis and advice at its deliberations meeting on 24 August 2022. Council agreed to progress the proposed recommendations in the deliberations report. The deliberations meeting agenda is available on council's website: (refer Report 112/22: <https://mstn.govt.nz/wp-content/uploads/2022/08/AGENDA-Council-2022-08-24-Proposed-Climate-Action-Plan-Deliberations.pdf>)

There is a separate report as part of the 14 September 2022 Council meeting agenda to approve the Masterton District Climate Action Plan.

The Manager Strategy and Governance met with the Southern North Island Wood Council to discuss the Action Plan and its implications for forestry in the district.

Long-Term Plan 2021-31 Amendment: Progressing more housing at Panama Village

Following Council's adoption of the Long-Term Plan Amendment to progress more housing at Panama Village, work has commenced on the High Court application to allow the sale of the land. We have been working with our lawyers to pull together the necessary documentation for the High

Court application. This work is currently under discussion with Crown Law, and once finalised we will be able to submit the application to the High Court. At this stage the lawyers have not been able to provide any further detail on the High Court timeframe, beyond the initial estimate of six months.

Social Media Policy

Work is underway to pull together the Council's first Social Media Policy. The purpose of this policy is to provide clear requirements, guidance and rules to:

- The public who use social media platforms managed by council
- Officers of council who have social media responsibilities as part of their role
- All officers of council when using social media in a personal capacity.

It is expected that the policy will be presented to the incoming council for adoption in November/December of this year.

Destination Wairarapa Memorandum of Understanding

Work has been undertaken to review the Destination Wairarapa Memorandum of Understanding (MOU) with a view to updating and operationalising an MOU for the 2022-2025 period. There is a separate report as part of the 14 September 2022 Council meeting agenda to approve the Destination Wairarapa MOU.

Regional level projects

Wellington Regional Climate Change Impact Assessment Project

The Climate Change Impact Assessment is one of several regional climate change projects under the Wellington Regional Leadership Committee work plan (Wellington Regional Growth Framework). By February 2023, the project aims to develop a consistent evidence-base of how climate change will impact the region over the next 100+ years to inform adaptation planning for the region. The assessment will then be used to inform climate change adaptation planning at local and regional scales, including the Wellington Regional Adaptation Plan that is due in 2024 under the Wellington Regional Growth Framework.

Online stakeholder workshops are being run through September/October 2022 to capture information on different themes that will feed into the assessment. The themes include Built Domain, Economic Domain, Human Domain, Natural Domain, Governance, Transition risks, Cascading Risks, and Prioritisation.

The impact assessment work was included as part of a wider Wairarapa mana whenua engagement hui held at Papawai Pā, Greytown on 26 August. A presentation was given on the project and feedback was sought from the different mana whenua groups in attendance.

Wairarapa Economic Development Strategy

The review and refresh of the Wairarapa Economic Development Strategy is now complete, with the proposed WEDS going to all three Wairarapa District Councils for final approval. There is a separate

report as part of this Council meeting agenda to approve the WEDS.

Wellington Regional Economic Development Plan

The Wellington Regional Economic Development Plan was launched on 29 August 2022. The plan aims to guide the long-term direction of Wellington's economy and help the region to prioritise, attract funding and deliver high impact economic initiatives over the next 10 years. MDC were involved in the development of the plan at both the leadership and officer level, alongside iwi and business partners. The plan is available here: <https://www.wellingtonnz.com/wellington-regional-economic-development-plan/>

Wairarapa Rangatahi (Youth) Strategy Review

The Rangatahi Strategy Review Project Team have completed engagements across nine schools and four targeted groups in Masterton so far, with four each in Carterton and South Wairarapa also completed. The engagement sessions have been received positively by rangatahi (youth 12–24-year-olds). The sessions have sought a range of ideas from rangatahi across three key questions which cover, what is important to them, what the Wairarapa needs to make it a great place to live for them, and ways we can get them involved in council and community activities.

Connecting with a diverse range of rangatahi has been a key priority of our engagement approach. The Community Activator (MDC) has been working with mana whenua to identify groups of rangatahi Māori, and to facilitate conversations and workshops with them. In addition, the Project Team has run workshops with a range of groups such as: a LGBTQIA+ rangatahi network, the Supported Learning Centre at Wairarapa College (which supports disabled youth/ tāngata whaikaha), Tū Motu Wairarapa (Pasifika youth group) and The Village Carterton (housing and mentorship of at-risk youth).

Our focus coming into September is to recruit the Rangatahi Community Focus Group (Focus Group) and to garner further ideas from those outside the school age bracket (mainly 18-24 years old). We will be approaching employers and sports clubs to spread the word about the review and the online drop box. In addition, we will be running a targeted social media campaign.

Assessment of engagement session feedback is underway which will influence the areas of focus for the Focus Group discussion. We expect to commence Focus Group workshops in Term 4 (October).

Community Facilities and Activities

Grants

Community Wellbeing Grant

Council received 36 applications from organisations applying for \$297,812 in grant funding from the 2022/23 Community Wellbeing Grant. The budget for allocation for this funding is \$130,102. Thirty of these organisations applied last year for the same or a new project, and six are new organisations applying for the first time.

Community Events Fund

Council received 19 applications from clubs and individuals applying for event funding of \$179,470

from the 2022/23 Community Events Fund. The budget for allocation for this funding is \$82,000. Fourteen applications are from returning clubs/individuals and there are five new applicants. There is a separate report as part of this Council meeting agenda providing details of the deliberation and funding allocation for both the Community Wellbeing and Community Events Grants

Masterton District Creative Communities Scheme

Round one of the Masterton Creative Communities Scheme closed on 26 August with four applications received, requesting funding of \$7,492. There is \$12,470 available at this round for allocation. At the time of writing, the assessment committee will meet on 8 September to hear from applicants and allocate funding.

Masterton Arts Fund

Applications closed on 26 August and six applications were received requesting funding of \$25,436. The budget set for 2022 is \$12,000. At the time of writing, the assessment committee will meet on 8 September to hear from applicants and allocate funding.

Library Activity

On 11 August 2022, the library celebrated the children who completed the “My Matariki Reading Challenge” with a performance by Zappo the magician. Just under 100 children completed the reading challenge this year.

In August, our Digital Literacy Specialist, Lisa was able to provide our first laptops to families in the community through the RAD (Recycle A Device) programme. RAD started this year and Lisa teaches students at the local colleges how to refurbish laptops. The devices are then given to families through referrals from our collaboration with Motuoru Development Services. Currently we are running the programme at Wairarapa College and will be adding Chanel College this quarter.

Our library team has been working collaboratively with other council departments for planning events and programmes for Te Wiki o te Reo Māori. Additionally, the library has launched Sustainable September with a variety of events offered throughout the month on how to take your first steps towards living sustainably. Collaborating with Little Farms, Clever Wee Fox, WaiWaste, Masterton Food Bank, Bin Inn, Wairarapa Community Centre and Para Kore, the community can attend the free Thursday workshops and learn about no-dig gardening, sustainable parenting, living plastic free, and how to cook with sustainability in mind.

Finally, the Library and Archive Manager and Library Assistant Manager were able to attend the Public Libraries New Zealand annual forum where one of the highlights was a tour of Te Ara Ātea, Rollerston’s new centre for learning, gathering, exploring and celebrating the district’s heritage and people. This centre was designed with engagement with iwi first, followed by extensive engagement with the community that has resulted in a place where the library, public spaces and exhibitions are blended together with cultural stories.

Archive Activity

The trend to online fulfilment continues with 156 research and supply requests completed, compared to 92 in-person visits. Many online requests involve several hours' research each, and the feedback received is overwhelmingly positive.

A noteworthy highlight this month was Mark Pacey's address to a meeting of the Maritime Archaeological Association of New Zealand at Wellington Museum. The Association had learned of Mark's shipwreck anthology and had extended an invitation for him to speak early this year. Omicron put this on hold until this month, when Mark travelled to Wellington to give his presentation. This is an honor both for Mark and for Wairarapa Archive and lifts the profile of both in the heritage - and wider - community.

Digitisation of archival images and records continues at pace. Eight hundred and fifty-five individual items were scanned in August, many using our new, state-of-the-art Epson A3 flatbed. The combination of superior technology and current software has improved this workflow considerably, and we are planning for a stand-alone preservation workflow in our new location that will see real inroads made into preserving the collection.

And finally, in the first week of August, the team worked together to rationalize and clear out the Archive reading room and offices at 79 Queen Street, which culminated in the removal of furniture to storage in the old Town Hall on 10 August.

Properties and Facilities Activity

With increased staffing arriving within the Facilities and Open Spaces Team, some long-standing planned upgrade and strengthening work of the sports buildings has been picked up and gaining traction. Pioneer Rugby Clubroom renovations are underway, a meeting has been held with Douglas Villa, and contact made with the Queen Elizabeth Park Sports Club. A structural engineering firm is being taken through several of these sites on 8 September to prepare design plans for the recommended strengthening work. Once these plans are confirmed, the construction work will go out to tender.

The increased staffing will also enable the picking up and finalising of the Reserve Land Lease policy work. The majority of leases have or are on the verge of expiry. The aim will be to complete the draft policy document to enable bringing it before the new council early in its triennium.

There has been positive progress made towards achieving several other long-standing proposals previously put before council, with the FENZ transfer of Assets and Rural Leases well advanced and close to signing. The transition of the Lutheran Burial grounds at Mauriceville to council's governance and becoming a community cemetery is gaining momentum with all parties committed to completion by year's end.

The Queen Street refurbishment continues to progress, timeframes for completion have been brought forward thanks to the flexibility of staff, which enabled closure of the building for the construction

and tech infrastructure installation. The tentative handover back to council is scheduled for 16 September. The staggered transition of workgroups moving into their finalised building locations will occur in the weeks after hand-over.

Upgrades occurring within the Trust House Recreation Centre to the hydro-slide stair access, upstairs gymnasium flooring and sauna entrance are continuing. Manufacturing and installation of the replacement staircase is scheduled to conclude in time for the upcoming school holidays on 1 October 2022.

A partnership with IDEA Services has been initiated which will see council fleet vehicles washed and groomed over a six-week rotation period, giving those involved with IDEA services a positive activity and work experience.

Parks and Open Spaces Activity

On 31 August 2022, a Partnership Agreement was signed between Neil Frances, Alan Fielding, and council, which will see the installation of a monument recognising a piece of Masterton's military history, the Drill Hall Military Training facility. The monument and its installation, which has been fully fundraised by Neil and Alan, once fabricated, will be sited within the rear garden area at the corner of Chapel Street and Lincoln Road, which is where the Drill Hall was located during the 'Great War.' This proposal was ratified by council in 2019. It will be vested to Masterton District Council at a yet to be determined future unveiling.

Planting season is almost complete as we move into spring, the focus ahead is managing the spring flush and turf renovations.

Phase two of the Riverside Cemetery upgrade started in August with 52 pin oaks planted. Site works and grass sowing are to be completed by the end of September. We received positive feedback from the RSA representatives, commenting on how peaceful and safe the cemetery looked.

Oxford Reserve path, storm damage and construction repairs are underway and path near the bridge was completed in readiness for the official opening of Whitipoua bridge on 6 September 2022.

Facilities and Open Spaces Contractor Activity

Recreational Services

In August the team (Recreational Services and council staff) came together for the annual contract review workshop. The team identified initiatives to improve the contract which will be progressed over the next 12-24 months, as well as recording a considerable number of contract successes achieved over the past year.

Belgravia Leisure

Trust House Recreation Centre visits are slightly down compared to the same month in 2021 which is due in part to a larger stadium booking in July 2021. The contractor is planning to run several initiatives to encourage further visitors and is also holding a community network forum to gain insights on

removing barriers for accessibility.

Mawley Park occupancy rates have provided the park with a good start for the new financial year ahead of a busy last weekend in September (start of the school holidays). Looking ahead, there are good number of bookings, although the number of overnight travellers has dropped off with the cold weather.

Community Development Activity

Community Development has spent a lot of time working on events coming up in the next month or so. The first being the Waipoua Bridge opening that was held on 6 September. The opening was attended by those who were involved in the project as well as invested community partners. The bridge was opened by a Karakia from Mike Kawana followed by a speech from Mayor Lyn and Sam Te Tau, an artist of some of the pou on the bridge. Following the opening kai was provided at Te Kura Kaupapa Māori o Wairarapa.

Commencing 12 September through to 18 September we have te wiki o te reo Māori. A range of events will be happening both internally at Council and externally for the community throughout the week. The week will start at the library with a morning Karakia and Waiata session for Council staff, followed by a public Kapa Haka performance and sausage sizzle for the Māori Language moment at midday. Throughout the week there will be a screening of Moana in te reo, story times at the library in te reo and a screening of Poi E! at the Screening Room.

Other events that Community Development have on the radar is Birth to Earth (17 September), Halloween, Christmas, and Waitangi Day 2023.

We received a letter from a 10-year-old boy in the community that requested the Council support a community clean-up initiative. We met with him to understand his thinking and test how we could best support his vision to come to life, we created a collaborative plan which involved the design of a Spring-Clean up day this Saturday 10 September. We have been well supported by our Comms team, Recreational Services and Youth Council. Throughout the process we have consistently engaged with the boy to ensure this remains a community-led and Council supported project.

Neighbourhood Support

The project to update all Neighbourhood Support (NS) street signs in Masterton with the new NSNZ logo by mapping all signs, removing them, and replacing only the NS groups that are still in operation. NS street signage mapping to be completed by end of September – completion of project by end of December 2022.

Positive Ageing

The Positive Ageing Coordinator has a paper on the agenda for this meeting requesting a decision to lodge an application for regional membership, with Carterton District Council and South Wairarapa District Council, to the World Health Organisation's Global Network for Age-Friendly Cities and Communities.

The Positive Ageing Strategy Coordinator is partnering with Age Concern Wairarapa again this year to support the Age Concern Senior of the Year. The award will be judged by the three Wairarapa Mayors and will be announced on October 1 which is the United Nations Day of Older Persons. The nominations call for seniors over 65 years of age that have lived in the Wairarapa for more than five years and who have made an impact on other people's lives through volunteering and the sharing of their life experience, skills, and time. A promotion campaign is in place for the nominations period.

Walking & Cycling

Planning is currently underway for Bike October month.

The Wairarapa Walking Festival currently has 41 walks loaded and available for registration on the CEC website. Four walk events have already sold out. Working with Volunteer Wairarapa to coordinate logistics for the walks, including hiring PLBs for safety, road cones and signage, plus designing and purchasing flags to highlight walk start location.

Lunchtime walks and walking meetings are also underway for MDC. This will pick up over summer as the weather improves.

Riversdale Beach Surf Lifesaving Club (RBSLC)

As a result of the funding provided to the Club in the Long-Term Plan 2021–2031 the Club has been able to analyze the Coastal Risk Assessment Report commissioned for Castlepoint. Following consultation with Surf Life Saving New Zealand (SLSNZ), the following plan for the 2022-2023 and 2023-2024 summers has been proposed and accepted. 2022-2023 will see the erection of safety signage at locations identified as medium and high risk. These will follow SLSNZ guidelines, outlining wind issues, strong surf, swells, rips etc.

The Club will then organise a public forum of interested parties including the community board, Fire and Rescue, the campground owners, DOC representatives and importantly as many surfers as possible. At this meeting they will outline the signage being put up and seek feedback on this. They will also introduce the Surfers Rescue 24/7 programme. This programme is a two-hour CPR and board rescue programme designed and tested to deliver life saving techniques for recreational surfers, using their existing tools (surfboards, body boards). Surfers Rescue 24/7 teaches surfers a skill set that may help to save a life in a critical situation.

It will then be proposed that RBSLSC hold two open days over the summer, where young adults and those older, can visit the Club. They will spend time with the lifeguards, on the tower, in the clubhouse and in and on the rescue equipment, all under the watchful eye of their senior lifeguards. It is hoped that these days will encourage those attending to undergo the necessary training to become a lifeguard. They will encourage parents to attend to see how our Club operates and the services we provide.

RBSLSC will provide the funding for the above out of the current allocated in the Long-Term Plan. It is hoped that with community commitment, we can look at training potential lifeguard's next spring.

Over 80% of volunteer and regional lifeguards patrolling at Riversdale beach come from the local community (permanent and bach owners), which underpins the need for community buy in.

Financial Report






The Finance team have been busy working on the Annual Report for the year to 30 June 2022. The first draft of the operating statement, rates requirement statement and capital expenditure were included in the report to the Audit & Risk Committee in August. No further update of the year end financials are available at this time. There will be variations from the August reported figures as reconciliation of expenditure has seen some items move between capital and operating expenditure.

A recommendation has come from the Audit & Risk Committee to address the Committee's request that any 'available' surplus funding from the 2021/22 financial year is allocated to the Flood Damage Fund. Available funding will exclude surpluses from operational areas funded by targeted rates (such as urban or rural water & wastewater services).

Local Government Official Information and Meetings Act Requests

For the period 28 July 2022 to 5 September 2022, Council received a total of 19 Local Government Official Information Act (LGOIMA) requests. 11 requests and queries from media outlets and 8 from the public.

The average number of days to complete the response is decreasing and still receiving the same number of requests from last month's reporting. The media requests have been quiet for this reporting period.

				
Total number of requests received.	Responded	Ave day for completed responses	Completed within 20 working days	NOT completed within 20 working days
8 (others)	8	10	1	1
11 (media)	11	2	11	0

Customer Services Activity

Compliments / Complaints (26 July 2022 to 5 September 2022)

2 Official Complaints have been received, 1 for Planning and 1 for Building. 1 has been completed and one is still being worked on.

8 compliments have been received:

- Parks Department:
 - *I love the plantings at the northern roundabout. Looking forward to watching them come on like the wonderful plantings in the strip by Faulkner's service station. Congratulations on the nice mahi.*
- Recreational Services:
 - *I would like to say a big thank you to the team that look after Queen Elizabeth Park. I go there every morning and see one or two vans buzzing around picking up rubbish and keeping the place tidy. Thank you for doing this for all of us so we can enjoy the park, I just wish some people would be more considerate when throwing rubbish away!*
- Environmental Heath Team:
 - *To the EH team! A huge THANK YOU helping out with my witness assessment last week – I literally could not have done it without you!! Thanks for going out of your way to make it stress-free. I really appreciate it.*
- Customer Services/Rates:
 - *To Janet, thank you for help in organising the rates rebate form to be posted to me. You were so patient, helpful and friendly.*
 - *Stephane put a call through to me today from a lady needing help with her rates rebate form she was filling out at home (she is elderly and has had an accident recently) she wanted me to pass on that she had nothing but praise for the way Stephane dealt with and spoke to her as she said she felt her questions were foolish but Stephane treated her with nothing but respect and was helpful and the lady wanted me to pass this on. Saying the council was lucky to have such nice staff. She also wanted me to pass on about how I dealt with her as well.*

Service Requests

Over the 26 July 2022 to 5 September 2022 period, Council has received 1287 service requests. 433 of these remain open. Three of the total number of service requests have come via elected members and the remainder came from the public.

In general, the service requests cover the full range of Council activities such as water meter installations/toby reinstallations, recycling, roading/potholes, water leaks, dogs, street trees, planning enquiries etc.



Masterton health and air quality trends update August 2022

Key messages

- Many Masterton households rely on wood burning to heat their homes leading to high levels of particle air pollution under clear sky and low wind conditions. Per person, Masterton has the highest rate of health impacts from exposure to wood smoke in the region.
- Improving home insulation, using dry wood and optimal burning technique with modern low emission burners will help reduce emissions and keep homes warm.
- A new national study finds health impacts of traffic emissions are much more significant than previously thought. Per person, these impacts are seen across all cities and districts in the region, including Masterton.
- Decarbonisation of the vehicle fleet (especially diesel vehicles) and mode shift to active travel and public transport will have co-benefits for air quality. Even small changes make a difference to health.

Air quality and health

Updated information on health impacts and social costs of air pollution is available from the 2022 Health and Air Pollution NZ ([HAPINZ](#)) study. These findings are based on air quality from 2015 to 2017 and population and health statistics in 2016.

Two key air pollutants are used to assess health impacts:

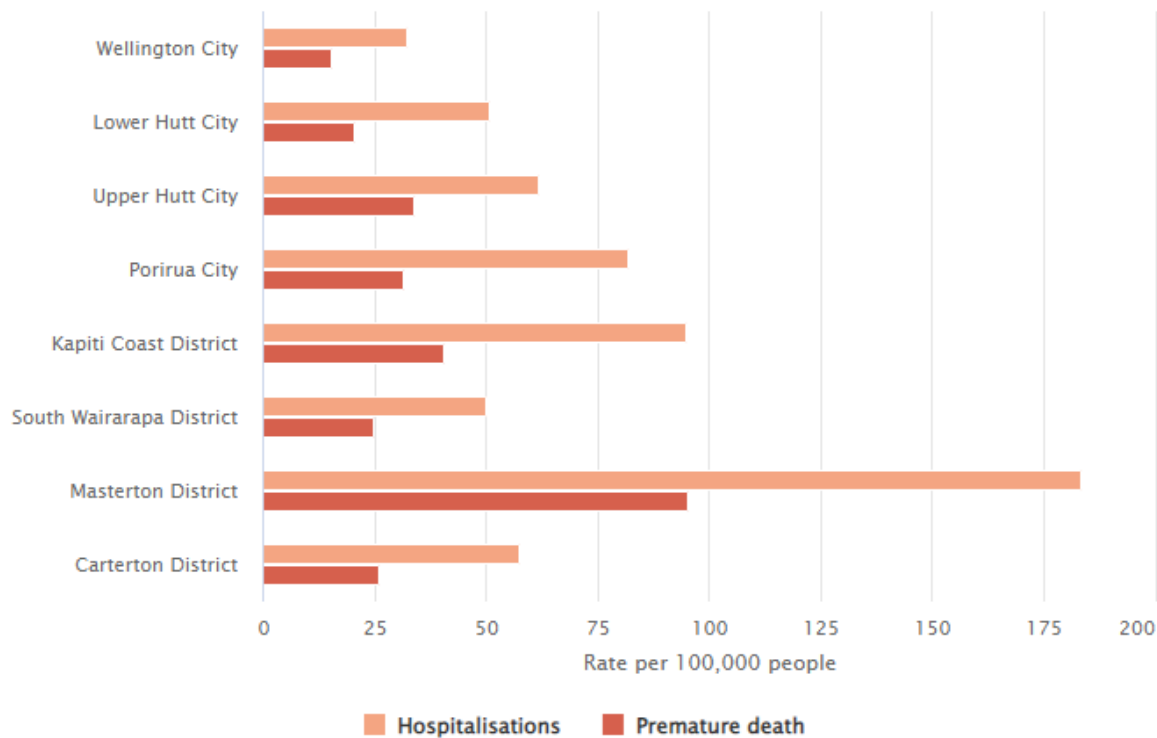
- PM_{2.5} fine particles from wood burning used for home heating
- Nitrogen dioxide (NO₂) from vehicle exhaust emissions, particularly diesel

Air pollution has significant health impacts and costs even when our air quality is relatively good compared to other countries. This finding is consistent with the latest World Health Organization (WHO) guidelines (released in late 2021) for annual average PM_{2.5} and NO₂ which recommended significantly reduced limits for these pollutants.

Health impacts and their associated social costs vary across the region, depending on population size, demographics and levels of air pollution where people live. These graphs show health impacts from motor vehicle exhaust gas (NO₂) and domestic fires (PM_{2.5}) per 100,000 people so that the different parts of the region with different populations can be compared. Information is available for all territorial authority areas from the [HAPINZ dashboard spatial viewer](#).

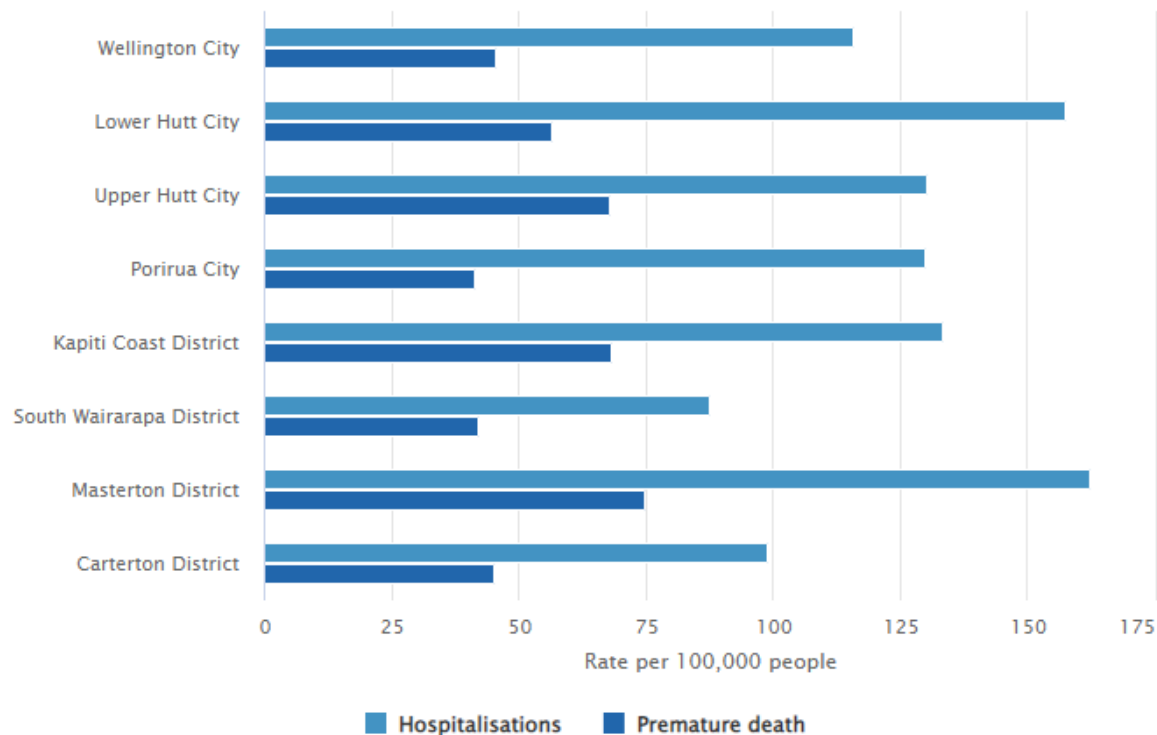
Social costs are the total costs to society of health effects associated with air pollution, not just the direct medical costs but also the wider costs due to loss of output (income and time off work or school for those who need to care for affected family and friends) and recovery.

Health impacts of air pollution from home fires (PM_{2.5}) per 100,000 people



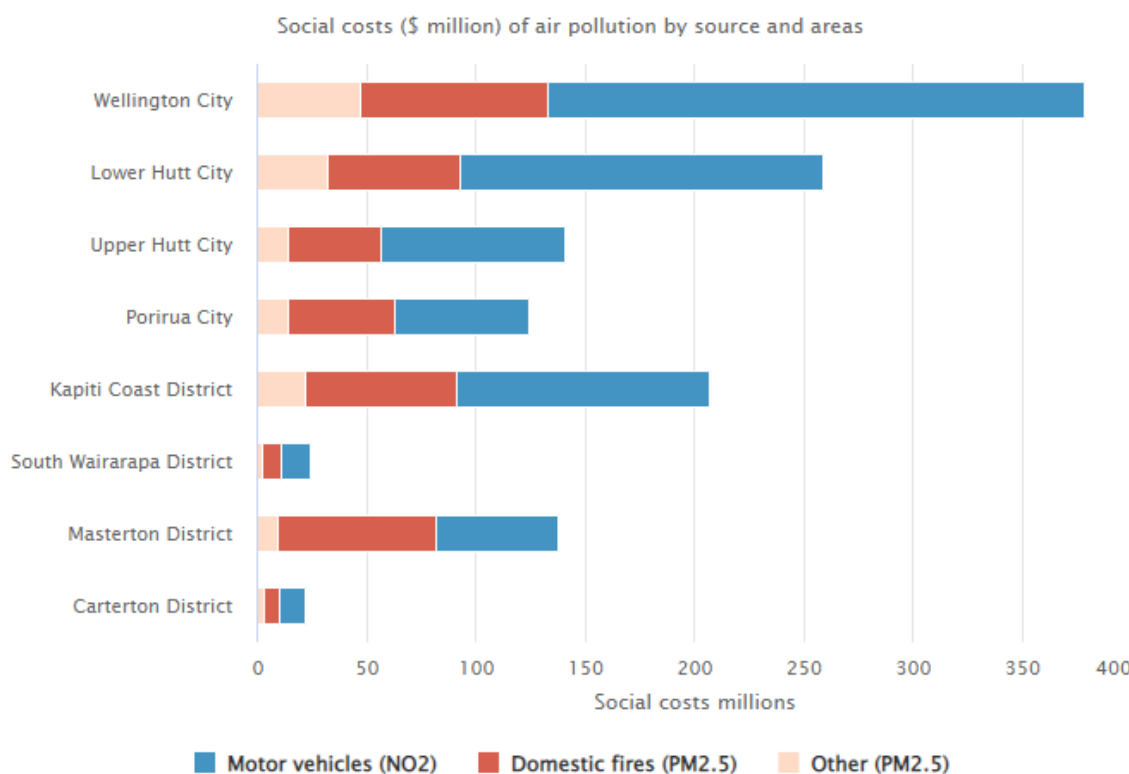
Data from HAPINZ dashboard 2022

Health impacts of motor vehicle exhaust (NO₂) per 100,000 people



Data from HAPINZ dashboard 2022

Annual social costs (\$million) of air pollution by area and source



Air quality monitoring trends

Air quality is monitored at Masterton West to track long-term trends and at Masterton East for compliance with the national standard for PM₁₀. On high air pollution days, most of the PM₁₀ is made up of even smaller PM_{2.5} particles from wood smoke. Traffic exhaust contributes only a small amount to overall measured PM_{2.5}. Air quality data in Masterton and other towns in New Zealand are available on the [LAWA](#) (Land Air Water Aotearoa) environmental data website.

PM_{2.5} fine particles

The HAPINZ study used PM_{2.5} to assess health impact as these smaller particles are most harmful for health and generally arise from human-activities, unlike PM₁₀, which includes larger sized particles from natural sources, such as sea salt and soils.

New Zealand does not currently have any guidelines or standards for PM_{2.5} so the monitoring results are compared with the World Health Organization guidelines for long-term exposure (annual average of 5 µg/m³) and short-term exposure (daily average of 15 µg/m³ not to be exceeded more than three times a year).

Masterton experiences some of the coldest winter air temperatures in the region, along with lighter winds than elsewhere. Over two-thirds (71.4%) of Masterton's urban households rely on wood burners for home heating (NZ Census 2018). Masterton's weather and topography mean that emissions from this heating can build up to high levels during the winter time and are the main source of PM₁₀ and PM_{2.5}.

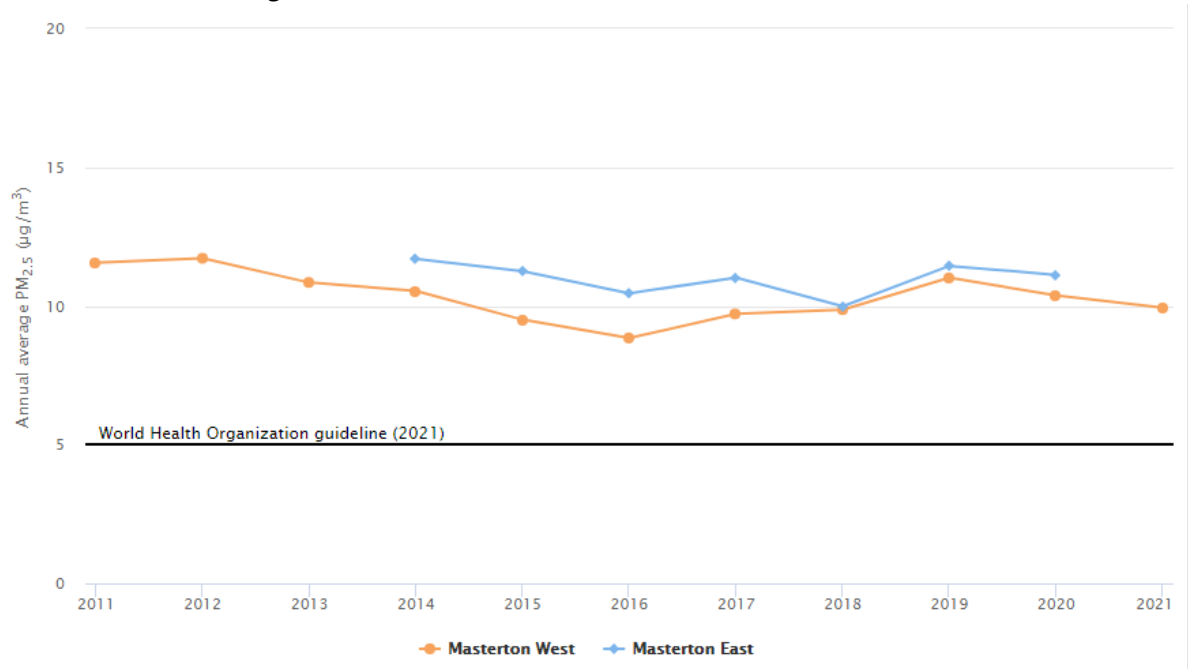
It's estimated that 86.1% of people in the Masterton District live in places where the annual guideline for PM_{2.5} is not met. This is slightly higher than the national proportion of 81%.

Air quality monitoring shows the annual trend in PM_{2.5} between 2011 and 2021 was 'indeterminate' – neither clearly worsening nor improving. Annual PM_{2.5} levels can move up and down depending on

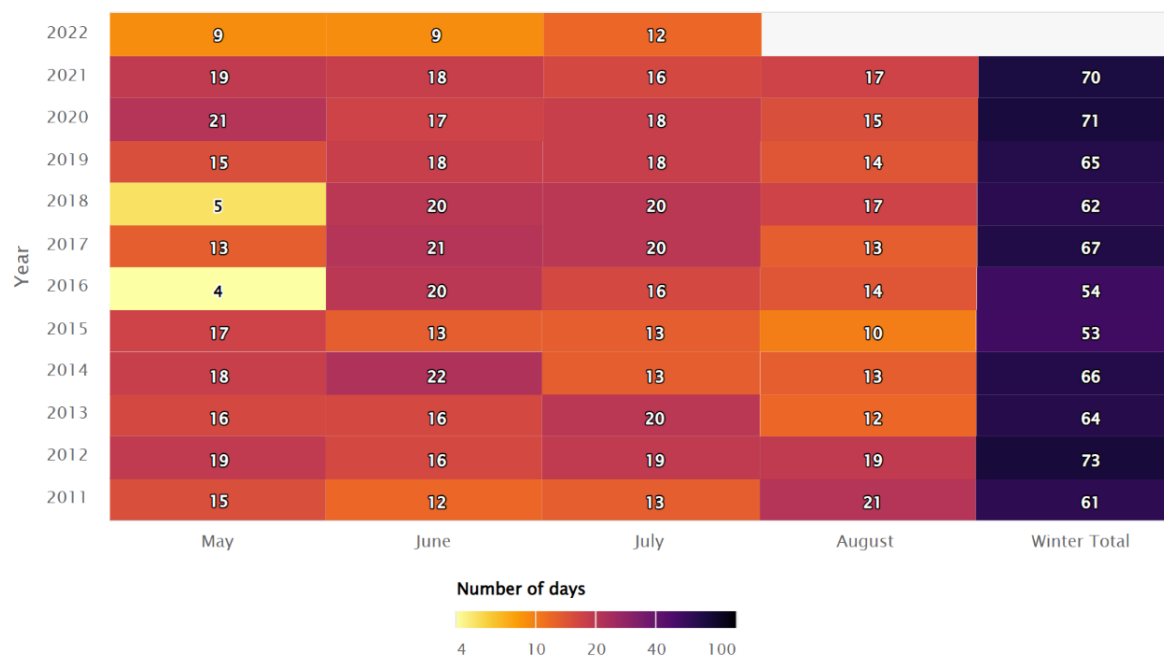
the phase and strength of climate drivers such as the El Niño Southern Oscillation, which affects how windy the winter months are. This climate variability can make it difficult to detect underlying trends in home heating emissions that can be masked by year-to-year differences in weather patterns.

The levels of PM_{2.5} from wood smoke in winter vary from day to day, depending on weather conditions. PM_{2.5} reaches the highest levels when there are clear night skies and low wind speeds, often associated with a strong high pressure system sitting over the central North Island. The table below shows the number of days that PM_{2.5} was above the WHO guideline limit measured at the Masterton West air monitoring station (up to July 2022) for each month (May to August) and the total for each year's winter in the past 12 years.

Trends in annual average PM_{2.5} at Masterton West and Masterton East



Trends in number of days above PM_{2.5} WHO guideline at Masterton West



NO₂ motor vehicle exhaust

We measure NO₂ at two locations in Masterton. Monitoring at Masterton West represents 'urban background' levels of NO₂ that are dispersed and diluted away from busy roads, where NO₂ levels are highest. Monitoring close to the roadside on High Street, Solway (SH2) from late 2016 helps track trends in vehicle emissions (rather than air pollution exposure).

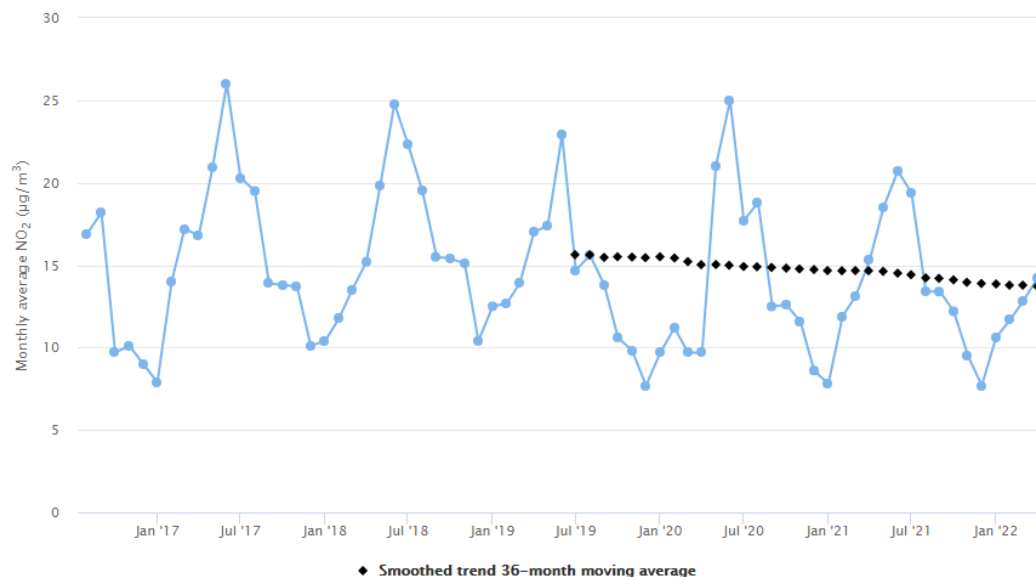
Background levels at Masterton West are below the new annual average WHO guideline of 10 µg/m³ and, from 2010 onwards, have trended down consistent with most other urban background sites in the region. This downward trend reflects improvements in the vehicle fleet and/or weather patterns that were favourable for the dispersion of emissions.

Roadside NO₂ levels on High Street, Solway are always higher in winter as emissions are less well dispersed. The smoothed monthly trend shows that since 2016, NO₂ levels reduced about 4% per year at this site. For more information on NO₂ levels at passive tube sites throughout the region see the latest [annual air quality monitoring report](#).

Trends in annual average NO₂ at Masterton West



Trends in roadside monthly average NO₂



To:	Council
From:	Mayor Lyn Patterson
Date	9 September 2022
Recommendation:	
That Council receives the information in Report 134/22.	

Purpose:

To provide an information update to members.

Meetings, Appointments, Events and Activities:

Excludes meetings with CEO, staff, Councillors, Council and committee meetings and workshops

4 August – 14 September 2022

- Wairarapa Economic Development Strategy Forum meetings x 2
- Reforms Update – Mayors, Chairs and Chief Executives zoom meetings x 3
- Wairarapa Mayors / DHB zoom meeting x 2
- Wairarapa Mayors meeting
- Masterton South Rotary Changeover
- Matharapa Competition
- Wellington Region Mayoral Forum
- Henley Trust/Mens' Shed meeting
- Wairarapa Combined Council meeting
- Wairarapa Regional Skills Leadership Group meeting
- Joint Wellington Regional Leadership Committee / Regional Transport Committee workshop
- Health NZ (Wairarapa) meetings x 2
- Community Driving Mentoring luncheon
- Iorns Street North Social Housing blessing
- Wairarapa Committee GWRC meeting
- Wairarapa Committee GWRC workshop
- UCOL Board informal dinner
- Whakaoriori Marae Carvings blessing
- Pūkaha Memorandum of Partnership blessing
- Meeting with residents x 2
- Lansdowne Residents Association AGM
- Water Services Entities Bill Hearing
- Wairarapa Bush Rugby 50th Anniversary events
- Waipoua Bridge opening
- Relay for Life Ashes Ceremony
- Citizens Advice Bureau AGM

15 September – 7 October 2022

- Reforms Update – Mayors, Chairs and Chief Executives zoom meetings x 2
- Aratoi New Director welcome
- Age Concern AGM
- Waka Kotahi meeting with Chair and delegation of Mayors
- Wairarapa Leaders' Social Wellbeing Forum meeting

- Civil Defence Emergency Management meeting
- Regional Transport Committee meeting
- Regional Transport Committee workshop
- Wellington Regional Leadership Committee meeting
- Judging for Senior of the Year
- Citizenship Ceremony
- Workshop for Transport issues
- Zone 4 meeting
- UCOL Honours Awards Ceremony
- Wairarapa Regional Skills Leadership meeting

1. Wairarapa Committee GWRC - 23 August

Though it was disappointing that the 2022 government budget did not commit to funding the Lower North Island Integrated Rail Mobility Plan, discussions with Government Ministers are ongoing by GWRC and Horizon Regional Council Chairs. This plan for funding, if approved, will see new rolling stock and increased services to the Wairarapa.

GWRC is leading the work with the aggregate industry and has met with the industry and Wairarapa Councils. The focus is to achieve a long-term solution to meet the demand for sand, gravel and rock that is currently of real concern to our construction industry. GWRC are working with GNS geologists to identify the relevant alluvial and other resources in the Wairarapa. This will determine the approach in the future depending on what is available and where.

Tim Lusk and Bob Francis attended the Public Forum to discuss the Water Resilience Strategy, highlighting the urgency that is required to start addressing the issues, the value of the August 2021 report on Water Availability and Security by the Ministry Primary Industries (MPI) and the importance of working with central government.

I support their view and strongly believe that the Water Resilience Strategy must be led by Greater Wellington Regional Council (GWRC) as they have the responsibility for policy and regulatory matters. The strategy intersects with other regional and national policy statements, Treaty Settlements, economic plans (Wellington and Wairarapa) and the Wellington Growth Framework, which all need to be brought together under one leadership and this must be GWRC.

2. Wellington Regional Leadership Committee (WRLC) - 22 August

The WRLC and Regional Transport Committee held a combined workshop on Urban Development and Transport.

Like so many strategies and plans there is always a cross over and this is a case in point. Both the regional growth framework and the regional land transport plan have transport and land use integration as key objectives. The purpose of the workshop was to improve alignment between transport investments and urban land use planning and to work together to ensure the plans align for the future.

3. Other Matters

- **Education:**

Several months ago, I attended a zoom meeting with Mayors from the UCOL campus districts to discuss our concerns about the future of vocational education given the current reform process. The concerns centred around the potential loss of local voice and local and regional relationships. From that meeting a delegation met with Te Pūkenga executives and an 'in-principle' decision was made to establish an oversight group. The membership group will consist of representatives from iwi, local government and business leaders to provide oversight through the transition period.

I recently attended an informal meeting with the Chair and Board members of UCOL - Te Pūkenga, along with Mayor Lang, and it is heartening that UCOL are totally committed to continue providing vocational education services from their campus in Masterton.

- **Wairarapa Leaders Social Wellbeing Forum:**

The first meeting of the Wairarapa Social Wellbeing Leadership Forum was held in October 2020 and has been meeting regularly to discuss issues resulting from the Covid-19 pandemic. The Forum is represented by Police, Iwi, Ministry of Social Development,

Pasifika, Department of Corrections, DHB, Trust House, three Councils, Tū Ora Compass Health, Oranga Tamariki and Mental Health and Addiction Services.

My last meeting with the Forum will be on the 22 September where we will have Primary and Secondary School Principals update the forum on the issues of student non-attendance.

- **Retiring Councillors:**

Deputy Mayor/Councillor Graham McClymont and Councillor Frazer Mailman are retiring from Council after serving four terms and two terms respectively.

I record my sincere thanks to them both for their dedication, hard work and commitment to their governance roles and I acknowledge the extensive volunteer work that they undertake in our community.

For Councillors seeking election as Mayor or re-election as Councillors, I wish you all the very best.