

MASTERTON DISTRICT COUNCIL

COUNCIL AGENDA

MEETING

WEDNESDAY 29 JUNE 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 29 June 2022 at Waiata House, 27 Lincoln Road, Masterton.

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

23 June 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.

1

AGENDA

1. Karakia
2. Conflicts of Interest (Members to declare conflicts, if any)
3. Apologies
4. Public Forum
 - David Famularo re Solway Stream
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 18 May 2022
 - Report of the Audit and Risk Committee meeting held with the public excluded on 18 May 2022
 - Civic Facility Working Group Appointments
7. **Confirmation of Minutes of the Council Meeting held on 18 May 2022 (064/22)**
Pages 101-107
8. **Confirmation of Minutes of the Extraordinary Council Meeting held on 23 May 2022 (067/22)**
Pages 101-104
9. **Confirmation of Minutes of the Extraordinary Council Meeting held on 15 June 2022 (075/22)**
Pages 101-102
10. **Report of the Audit and Risk Committee meeting held 18 May 2022 (063/22)**
Pages 401-405
11. **Report of the Infrastructure and Services Committee meeting held 8 June 2022 (073/22)**
Pages 301-304

FOR DECISION

12. **RURAL FIRE STATION TRANSFER (076/22)** Pages 121-124
13. **ARATOI MEMORANDUM OF UNDERSTANDING 2021 TO 2027 (082/22)** Pages 125-140
14. **REMITTS FOR THE LOCAL GOVERNMENT NEW ZEALAND 2022 ANNUAL GENERAL MEETING (081/22)** Pages 141-162
15. **ADOPTION OF THE DRAFT MASTERTON DISTRICT CLIMATE ACTION PLAN FOR PUBLIC CONSULTATION (077/22)** Pages 163-201
16. **CIVIC FACILITY WORKING GROUP TERMS OF REFERENCE (083/22)** Pages 202-207
17. **ADOPTION OF THE 2022-2023 ANNUAL PLAN (078/22)** Pages 208-325

2

18. RATES RESOLUTION 2022-23 (080/22)

Pages 326-333

FOR INFORMATION

19. CHIEF EXECUTIVE'S REPORT (079/22)

Pages 334-343

20. MAYOR'S REPORT (084/22)

Pages 344-346

MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED COUNCIL MEETING – WEDNESDAY 29 JUNE 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

21. Minutes of the Council Meeting held with the public excluded on 18 May 2022

22. Confirmation of the Report of the Audit and Risk Committee meeting held with the public excluded on 18 May 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 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 18 May 2022	Refer to pages 106-107	Refer to pages 106-107
Confirmation of minutes of the Audit and Risk Committee meeting held with the public excluded on 18 May 2022	Refer to page 404-405	Refer to page 404-405
Civic Facility Review 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.

**MINUTES OF THE MEETING OF THE MASTERTON DISTRICT COUNCIL HELD IN
WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON ON WEDNESDAY 18 MAY 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, C Peterson and S Ryan and iwi representatives Tiraumaera Te Tau and Ra Smith.

IN ATTENDANCE

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

KARAKIA

CONFLICTS OF INTEREST

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

APOLOGIES

There were no apologies.

AGENDA ITEM 12

The Mayor advised that she would be withdrawing Item 12 Civic Facility – Reverse Brief and Next Steps from the agenda due to the late circulation of the report. An alternative meeting date would be discussed later in the meeting.

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 6 April 2022
- Minutes of the Extraordinary Council Meeting held with the public excluded on 27 April 2022
- Chief Executive Six-Monthly Review

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

CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD ON 6 APRIL 2022

(043/22)

Moved by Councillor S Ryan

That the minutes of the extraordinary meeting of the Masterton District Council held on 6 April 2022 be confirmed.

Seconded by Councillor T Nixon and CARRIED

CONFIRMATION OF MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 27 APRIL 2022 (048/22)

Moved by Councillor Nelson

That the minutes of the extraordinary meeting of the Masterton District Council held on 27 April 2022 be confirmed.

Seconded by Councillor Gare and CARRIED

REPORT OF THE INFRASTRUCTURE AND SERVICES COMMITTEE HELD 27 APRIL 2022 (049/22)

The report of the Infrastructure and Services Committee meeting held on 27 April 2022 was taken as read. The following items had been considered:

- Regulatory Services Infrastructure and Services Update
- Community Facilities & Activities Infrastructure and Services Update
- Infrastructure Update

Moved Councillor Johnson

That the Report of the Infrastructure and Services Committee held on 27 April 2022 (049/22) including the following resolutions be confirmed:

REGULATORY SERVICES INFRASTRUCTURE AND SERVICES UPDATE

(028/22)

That the Infrastructure and Services Committee notes the contents of Report 028/22.

COMMUNITY FACILITIES & ACTIVITIES INFRASTRUCTURE AND SERVICES UPDATE (029/22)

That the Infrastructure and Services Committee notes the contents of Report 029/22.

INFRASTRUCTURE UPDATE (030/22)

That the Infrastructure and Services Committee notes the information contained in Report 030/22.

Seconded Councillor Gare and CARRIED

DOG FEES 2022-2023 (053/22)

The report seeking Council approval of the dog registration and associated fees for 2022/23 was presented by the Manager Regulatory Services.

A question was asked about the difference between the cost of fees in Masterton compared to the other Wairarapa councils. Staff advised that the number of callouts Masterton received alone meant that a comparison with the other councils' fees was not possible.

Moved Mayor L Patterson

That Council:

- i. receives Report 053/22 'Dog Registration and Associated Fees 2022/23';**
- ii. adopts the proposed dog registration fees, and associated fees, for 2022/23 as specified in Attachment 4 to Report 053/22.**
- iii. acknowledges that the 20% proportion of the proposed dog registration fees to be funded by rates is consistent with the 2021 Council decision but is inconsistent with the current Revenue and Financing Policy.**

Seconded by Councillor S Ryan and CARRIED

MAURICEVILLE WEST LUTHERAN CEMETERY (060/22)

The report providing a summary of feedback received from the community regarding the future use of the Mauriceville West Lutheran Church and Burial Ground and seeking Council's agreement for the Cemetery to be closed as a denominational burial ground and opened as a community cemetery was presented by the Community Development Team Leader.

Moved Councillor Mailman

That Council:

- i. Notes that on 16 September 2020 Council agreed in principle to accept the transfer of the St Francis Burial Grounds and church site from the Mauriceville West Lutheran Church & Burial Ground trustees and St Francis Lutheran Church into Council ownership for ongoing administration and care, subject to consultation with the local community;**
- ii. Notes that a survey was undertaken with the community to ascertain their level of support for whether the burial ground be closed and managed as an historic site, remain open as a Lutheran Burial Ground or be closed as a denominational burial ground and opened as a community cemetery;**
- iii. Agree that Mauriceville West Lutheran Cemetery be closed as a denominational burial ground and opened as a community cemetery; and**
- iv. Note that Council will now be responsible for the ongoing maintenance of the Mauriceville West Lutheran Cemetery.**

Seconded by Councillor T Nelson and CARRIED

UPDATE ON FUTURE FOR LOCAL GOVERNANCE WAIRARAPA (050/22)

The report providing Council with an update on the Wairarapa Future for Local Governance meetings was taken as read. Councillors Gare and Nixon had attended the meetings and advised that the Wairarapa had been recognised as one of the few areas that were starting to think about the future for local governance, which was important to ensure the Wairarapa got the best out of the process.

In response to a question about whether there had been any mention of co-governance in the review, it was advised that that was part of the discussion but that nothing had been settled yet and the issues would be picked up again after the October 2022 elections.

Moved Councillor Nixon

That Council receives the update on Wairarapa Future for Local Governance meetings in Report 050/22

Seconded Councillor Peterson and CARRIED

CHIEF EXECUTIVE'S REPORT (061/22)

The Chief Executive's Report providing an update since the report to the last Council meeting on 6 April 2022 taken as read.

The Chief Executive advised that further information had been received in relation to the Standard and Poor's ratings which indicated that the new entity credit ratings would be suitable for borrowing, although those would be reviewed once the proposed legislation was available.

Questions were asked about the Three Waters Better Off funding that would be available to councils and how Council would be able to accept that when Council had indicated that it was opposed to the model and whether it was more appropriate for the new Council to make a decision on that after the 2022 election.

In response, the Chief Executive advised that a draft funding agreement had been circulated and would be updated so councils were aware what obligations would come with the 'Better Off funding'. A recommendation would need to come to the current Council, which would address all those issues, as if Council wanted to take advantage of the first tranche of funding it would need to apply before the October 2022 election. If Council didn't apply for the first round of funding that money would go into the second tranche of funding, however, there was a risk that if Council didn't take up the 2022 funding that amount would no longer be available to Council if there was a change of government following the next general election as the opposition had indicated they will not support the second tranche of funding.

A question was asked whether submissions on the Three Waters Reform proposal would be through a central government process. The Chief Executive advised that it was not a local

105

government led reform where Council had any decision making power so the only way public input would be received would be through the select committee process.

A request was made for a workshop on the three waters reform proposals. The Mayor advised that the Three Waters Working Group she had been appointed to had raised that the Government should running public workshops. Once the bill was drafted would be an appropriate time to have a workshop as there would be more certainty over the detail of the proposals.

A request was made for information from the Ministry for Social Development (MSD) in relation to the number of people requiring emergency housing and whether there was an option for Mawley Park to be used. Staff advised they would contact MSD.

Moved by Mayor L Patterson

That Council notes the information contained in the Chief Executive's report 061/22.

Seconded by Councillor D Holmes and CARRIED

MAYOR'S REPORT

The Mayor provided a verbal report

- National Emissions Reduction Plan – waiting for the budget announcements tomorrow to find out what's been allocated and how that will impact on our community in the long term
- Picking up from the CE report - sea level rise and what we might need to do for the future - hopefully we will find out if there is any direction or whether there will be anything in there for our community.
- Lower North Island Rail Integrated Mobility project - hoping for budget allocation for that. It is a strong strategic investment that aligns with the national and regional transport plans – hopefully there will be some funding allocated in the budget. The project has major impact for the Wairarapa as it will result in more frequent services.
- Wellington Regional Economic Development Plan – the Wairarapa Economic Development Strategy refresh will be coming to Council in June.

The Mayor proposed that the meeting be adjourned for five minutes to enable members to find a date for an extraordinary meeting to consider the Civic Facility Reverse Brief and Next Steps agenda item that had been withdrawn.

Moved Mayor L Patterson

That the meeting be adjourned to reconvene at 4.05pm

Seconded Councillor Caffell and CARRIED

The meeting adjourned at 3.58pm and reconvened at 4.05pm.

All members were in attendance when the meeting reconvened.

Moved Mayor L Patterson

That Council calls an extraordinary meeting to consider the Civic Facility Reverse Brief and Next Steps on Monday 23 May at 6.30pm.

Seconded by Councillor D Holmes and CARRIED

MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED COUNCIL MEETING
- WEDNESDAY 18 MAY 2022 at 4.07pm

MOVED BY: Mayor L Patterson

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

Confirmation of Minutes

16. Minutes of the Council Meeting held with the public excluded on 6 April 2022

17. Minutes of the Extraordinary Council Meeting held with the public excluded on 27 April 2022

General Business

18. Chief Executive Six-Monthly Review

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Confirmation of minutes of the Council meeting held with the public excluded on 6 April 2022	Refer to page 106-107	Refer to page 106-107
Confirmation of minutes of the Council meeting held with the public excluded on 27 April 2022	Refer to page 102	Refer to page 102
Chief Executive Six-Monthly 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.

107

Seconded by Councillor B Gare and CARRIED

The meeting moved into public excluded at 4.07pm

The meeting moved out of public excluded at 4.12pm

The meeting closed at 4.12pm

unconfirmed

MINUTES OF THE EXTRAORDINARY MEETING OF THE MASTERTON DISTRICT COUNCIL HELD AT WAIATA HOUSE ON WEDNESDAY 23 MAY 2022 AT 6.30PM

PRESENT

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

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Community Facilities and Activities, Manager Strategy and Governance, Manager Communications and Engagement, Manager Regulatory Services, Corporate Planner, Senior Advisor Wastewater and Compliance, Project Manager (by zoom), and Governance Advisor.

KARAKIA

Her Worship led the karakia.

CONFLICTS OF INTEREST

None were declared.

APOLOGIES

No apologies were received

PUBLIC FORUM

Graham Dick spoke to the meeting inviting all Councillors and members of the public to a meeting at the Wairarapa College Hall on Thursday 26 May at 7.00pm at which alternative options for the development of the town hall would be presented.

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

There were no late items

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

There were none

CIVIC FACILITY – REVERSE BRIEF AND NEXT STEPS (062/22)

The report providing Council with information on the Civic Facility Reverse Brief and the cost estimates generated from it and, given that information, seeking decisions from Council about the next steps for the project from May to October 2022 was presented by the Chief Executive.

The Chief Executive noted that the key part of the information were the cost increases that had been provided in fully scoping the project, complicated by the construction cost index that had

102

increased, and the Masterton Theatre Group's plan for their own project. The next step to progress the project as part of the LTP was to confirm the budget, the scope and the location but as the change in budget had gone beyond what was previously consulted on publicly the need for further consultation had been triggered. As there would not be enough time to undertake that consultation before the new Council comes in in October, the report sets out options for the next steps.

In response to a question about the 2022-2023 Annual Plan the Chief Executive advised that as there had been a delay in the project due to the proposed land purchase not going ahead the 2022-2023 budget for the Civic Facility project had been reforecast, as reported to the 23 February Council meeting. The need to reforecast the budget did not amount to a material difference from the LTP as the costs were loan funded and there were minor financial implications for the 2022-2023 year.

Clarity was sought in relation to the size of the building as the floor space in the reverse brief was larger than what was originally thought would be needed and which would be closer to the original budget. The increase hadn't been addressed in the report. The Chief Executive advised that the reverse brief was a concept and was not a final design, there was scope for the footprint to be reduced, but that still wouldn't come within the \$30m budget and that was work the new Council needed to do after the election.

The original LTP consultation document and the decision not to push go until the \$4m external funding was raised and whether, now that the project would be delayed because of the need for further consultation, the \$4m would still be raised before pushing go. The Chief Executive advised that the fundraising was always going to take place at the same time as the detailed design as some funding options require consent so need to progress to design, 'push go' referred to the letting of the construction contract. The Mayor clarified that the funding strategy was about more than just going out and asking for money but about engaging and working with all stakeholders and building relationships and the work envisaged was the start of that process.

Whether all location and design aspects would be back on the table once the new council was elected was raised, along with whether the new council could decide not to proceed with the project. The Chief Executive responded that Council had set a direction, have a concept and was committed to deliver that, if that was to change the new council would need to publicly consult but there was a lot of work to be done before council was in a position to do that.

The work the proposed steering group would do was raised. The Chief Executive advised that whether they presented their findings to the current council or new council would depend on what the scope of their brief was. The report establishing the group would come to the 29 June Council meeting. It was envisaged the group would review the decision making process and the strategic documents that led to those decisions and could potentially look at some updated costs for all the options, to make sure the new council is fully informed of the work that's gone before it so the Annual Plan could be developed in the first six months.

The implications of not doing the work outlined in Option 3 was raised. The Chief Executive advised that further developing the cultural narrative which took time, and the work around community funders and other options in that space, would be beneficial for the new council. The

intent of the work to be done, wasn't option specific and was to enable the new council to go back to the public with a number of options for next year's Annual Plan, and that work needed to start this year. If Council didn't do anything we will delay the outcome by at least another six months.

Whether \$350,000 amounted to a 1% rise in rates was asked. Staff advised that it was, however the \$300,000 in the Annual Plan for the civic facility project 2022/2023 would be loan funded and repaid over the term of the loan so would not equate to a 1% rise in rates for the 2022/2023 year. The Mayor clarified that it wasn't anticipated that the review work proposed to be undertaken would be anywhere near the amount that was in the plan.

Moved Councillor Nixon

That Council

- 1) Receives Report 062/22 Civic Facility – Reverse Brief and Next Steps;**
- 2) Considers the next step options for the Civic Facility project May to October 2022 and agrees to Option 3 – Review and progress complementary work; and**
- 3) Delegates authority to the Chief Executive and Mayor to draft the Terms of Reference for the Working Group, including membership, for Council approval.**

Seconded Councillor Ryan

Councillor Caffell moved an amendment to change Option 3 to Option 1, to pause all work on the project ahead of the elections so that no additional work was undertaken, so the new council could step in and take over the project. That approach was prudent given the increase in budget, lack of a location, discontent in the community and division around the Council table. There was no need to form a committee to undertake a review and the other options proposed meant going forward with the project and that wasn't what the public wanted, the new council needed to look at things in an open and transparent manner and another year wouldn't matter.

Those who supported the amendment raised the following: a pause gave others the opportunity to present a case for what they wanted; a pause gave the new council the opportunity to look at the library and archives as well as the town hall site; there was concern about the scope and neutrality of any review undertaken; there would be no loss of momentum or progress with a pause; there should be no further cost to ratepayers on the project as the new council might decide completely different things and any brief prepared for the review will not be independent as any input from the current Council could be biased, and, the current Council shouldn't have anything further to do with the project.

Those who did not support the amendment raised the following: the option to do nothing was unfair on the incoming Council as there would be so many other big issues on their plate so option 2 would be preferable; a review would enable the new council to look at whether the project was genuinely affordable for the community given the recent global and local changes; Masterton needed a place for the community to come together and one place to access services and delay had already impacted on the cost; a review and reset of the objectives was necessary – need to look at what the town needs and what can be delivered given the impact of COVID, increased costs, people working differently and the reforms impacting on local government; need a performing arts facility and a library that's fit for purpose – all the options needed to be explored

104

and clarity provided for the incoming council; the civic facility was about fixing Masterton's infrastructure and seeing the town move forward; a complete pause would leave the new council with no information on which to make good decisions; what had been spent to date was not wasted; the project was complex and needed independent experienced people to de-politicise it and provide the information for the next council to develop options; the cultural narrative was important as the Masterton community was increasingly multicultural what we do now will be reflected in years to come; the working group review would be independent and would go back to all the information that has driven the decisions Council has made and allow a new council to decide where they go from there.

Moved Councillor Caffell

That Council

- 1) Receives Report 062/22 Civic Facility – Reverse Brief and Next Step**
- 2) Considers the next step options for the Civic Facility project May to October 2022 and agrees to Option 1 – Pause**

Seconded by Councillor Johnson and LOST

The original motion was put

Moved Councillor Nixon

That Council

- 1) Receives Report 062/22 Civic Facility – Reverse Brief and Next Step**
- 2) Considers the next step options for the Civic Facility project May to October 2022 and agrees to Option 3 – Review and progress complementary work and**
- 3) Delegates authority to the Chief Executive and Mayor to draft the Terms of Reference for the Working Group, including membership, for Council approval.**

Seconded Councillor Ryan and CARRIED

The meeting closed at 8.00 pm

**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

**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.

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;**

102

- 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

Confirmed at the Extraordinary
Meeting of the Council held 29 June
2022

.....

401

063/22

**REPORT OF THE AUDIT & RISK COMMITTEE MEETING HELD AT WAIATA HOUSE, 27
LINCOLN ROAD, MASTERTON ON WEDNESDAY 18 MAY 2022 AT 12.30 PM**

PRESENT

Philip Jones (Chair), Councillors B Gare, G McClymont, T Nixon, T Nelson, C Peterson and iwi representative Tiraumaera Te Tau

IN ATTENDANCE

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

CONFLICT OF INTEREST

Councillor Nixon declared an interest re Hood Aerodrome.

**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 Councillor T Nixon

That the apologies from Mayor L Patterson for non-attendance be received.

Seconded by Councillor B Gare CARRIED

MINUTES OF PREVIOUS MEETING TO BE RECEIVED (013/22)

Moved by Tiraumaera Te Tau

That the minutes of the previous meeting of the Audit and Risk Committee held 16 February 2022 be received.

Seconded by Philip Jones and CARRIED

SERVICE PROVISION REPORT – ARATOI (054/22)

The report providing the Committee with the quarterly progress report against key result areas for Aratoi Regional Trust was taken as read.

Moved by Councillor T Nixon

That Council receives the Service Provision Report 054/22, which provides Aratoi Regional Trust's summary of Key Result Areas for the third quarter period of 1 January – 31 March 2022.

Seconded by Councillor B Gare and CARRIED

402

SERVICE PROVISION REPORT – DESTINATION WAIRARAPA (055/22)

The report providing the Audit and Risk Committee with the third quarter (1 October – 31 December 2021) progress report on key deliverables of Destination Wairarapa was taken as read.

Moved by Councillor C Peterson

That the Audit and Risk Committee receives the third quarter report (1 January 2022 – 31 March 2022) from Destination Wairarapa.

Seconded by Councillor Gare and CARRIED

NON-FINANCIAL PERFORMANCE 2021/22 THIRD QUARTER REPORT (056/22)

The report advising the Committee of performance against non-financial measures for the period from 1 July 2021 to 31 March 2022 as taken as read.

In relation to how many days people had portaloos during the flooding event a request was made for specific days to be reported. Staff advised that that specific information could be provided. *[Note to minutes: The deployment of portaloos ranged from 1 to 13 days with an average of 4 days.]*

The median response time for a flooding event was discussed with staff advising that how that was reported was clearly explained and that it was consistent with how it had always been reported. There had also been discussion in the past with the Department of Internal Affairs about how useful those measures were.

In response to a question about compliance with building and resource consent timeframes, staff advised that staffing was a significant problem but that the shortage of materials had helped as work was slowing. The length of time for an inspection was raised as a potential problem as that created its own pressures for the building industry.

Moved by Councillor C Peterson

That the Audit and Risk Committee receives the Quarter 3 non-financial performance report for the 2021/22 financial year.

Seconded by Tiraumaera Te Tau and CARRIED

HEALTH AND SAFETY QUARTERLY REPORT (057/22)

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 taken as read.

In relation to the due diligence reporting a request was made for the next report to include what needed to be done to get to green – including what would be focussed on in the next quarter with some targets.

Leave balances were discussed. A request was made for more information so the Committee could see whether there was a problem with leave being accrued, due to work pressure. Staff advised that it wasn't an issue at the moment but that further information would be provided.

403

Moved by Councillor T Nixon

The Audit and Risk Committee notes the content and receives the Health and Safety Report for the quarter (1 February 2022 to 30 April 2022).

Seconded by Councillor G McClymont and CARRIED

NINE MONTHS TO DATE FINANCIAL REPORT 2021/22 (058/22)

The report providing the Committee with the financial report for the nine months to 31 March 2022 was taken as read, noting that the better than plan result was due to income and made the bottom line look better, however the extra revenue was offset by increased costs in other areas.

Moved by Philip Jones

That Audit & Risk Committee receives the nine months to date financial report and commentary, including the Operating and Capital Expenditure Statements contained in Report 058/22.

Seconded by Councillor Gare and CARRIED

PROGRESS REPORT ON AUDIT NZ RECOMMENDATIONS FOR THE YEAR ENDED 30 JUNE 2021 (059/22)

To provide the Audit and Risk Committee with an update on progress against the recommendations made by Audit NZ following their audit for the financial year ended 30 June 2021.

Revaluation of Council's assets was discussed. There was a high likelihood that Council would need to do a revaluation after two years instead of three. It was noted that the revaluation of Council's underground assets was unlikely have any bearing of the transfer of the assets to a new three waters entity. The indication is that the value of Council's debt over those assets would be refunded by the entity.

Moved Philip Jones

That the Audit & Risk Committee receives the report on the progress against recommendations made by Audit NZ following the audit of Masterton District Council for the year ended 30 June 2021.

Seconded Councillor McClymont and CARRIED

404

MATTERS TO BE TAKEN WITH THE PUBLIC EXCLUDED

Moved by Tiraumaera Te Tau

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

12. Receive the Minutes of the previous meeting held with the public excluded 16 February 2022.

General Business

13. 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 16 February 2022	See page 405	s48(1)(d) That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceeding to which this paragraph applies
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	s48(1)(d) That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceeding to which this paragraph applies

405

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

Seconded by Philip Jones and CARRIED

The public was excluded at 1.34pm

The meeting returned to open session at 2.28pm

The meeting concluded at 2.28pm

301

073/22

**REPORT OF THE INFRASTRUCTURE AND SERVICES COMMITTEE MEETING HELD
AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON ON WEDNESDAY 8 JUNE 2022
AT 2.00PM**

PRESENT

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

IN ATTENDANCE

Chief Executive, Manager Finance, Manager Community Facilities and Activities, Communications and Engagement Manager, Manager Regulatory Services, Policy Manager, Rooding 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 Project Update.

APOLOGIES

Moved Councillor Johnson

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

Seconded by Councillor Nixon 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

**SUBMISSION ON THE MINISTRY FOR THE ENVIRONMENT'S DRAFT NATIONAL
ADAPTATION PLAN** (072/22)

The report providing the Infrastructure and Services Committee with the three Wairarapa District Council's response to the Ministry for the Environment's (MFE) draft National Adaptation Plan included as Attachment 1 was presented by the Policy Manager.

It was noted that not all Councillors had supported the submission, as there was concern about nature-based solutions being prioritised over others – that didn't reflect the Water Resilience Strategy which referred to the best solution being sought, which may not necessarily be nature-based. Concern was also expressed at the short timeframe MFE had imposed for feedback.

302

Staff clarified that the submission was saying that nature-based solutions should be implemented now but didn't mean that that should be to the exclusion of other solutions.

Moved Councillor Johnson

That the Infrastructure and Services Committee:

- 1. Notes that the three Wairarapa District Councils agreed to make a joint submission in response to the Ministry for the Environment's draft National Adaptation Plan;**
- 2. Notes that the three Wairarapa District Councils have approved the joint submission on the Ministry for the Environment's draft National Adaptation Plan (included as Attachment 1 to Report 072/22); and**
- 3. Notes that the three Wairarapa District Council's joint submission on the Ministry for the Environment's draft National Adaptation Plan (included as Attachment 1 to Report 072/22) has been submitted to the Ministry for the Environment**

Seconded by Councillor Peterson and CARRIED.

Councillor Nixon and Councillor Holmes requested their votes against the motion be recorded.

REGULATORY SERVICES INFRASTRUCTURE AND SERVICES UPDATE (066/22)

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.

The Manager Regulatory Services advised that since the report had been written, Council's Senior Planner had been appointed to the Planning Manager role.

In response to a question about the implications of not completing swimming pool inspections, it was advised that staff were confident that the vacant role would be filled and that inspections would be completed in the required timeframe.

[Note to minutes: a question was asked about how frequently pools needed to be inspected: the Building Act requires pools to be inspected every three years.]

Moved by Councillor Johnson

That the Infrastructure and Services Committee notes the contents of Report 066/22.

Seconded by Councillor Nixon and CARRIED

303

COMMUNITY FACILITIES & ACTIVITIES INFRASTRUCTURE AND SERVICES UPDATE (069/22)

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.

The Manager Community Facilities and Activities advised that since the report had been written the boatshed toilets had been delayed due to covid and that the Burling Park playground installation was underway.

Other matters discussed included: the water coming into Memorial Lake; Belgravia were acknowledged for the award they had received in what would have been a difficult time for them; refugee resettlement and the five families that had settled in Masterton with the support of Council staff and Red Cross; the facilities now available in Masterton in the Skatepark, the mountain bike track and the BMX track: the work done to upgrade the senior housing; whether disabled playground equipment would be included in future playground upgrades (staff advised that would be included in future renewals in line with the Parks and Open Spaces Strategy); and, the work done behind the scenes by Councillor Mailman to resolve the issues at the skatepark was acknowledged.

Moved by Councillor Johnson

That the Infrastructure and Services Committee notes the contents of Report 069/22.

Seconded by Councillor Ryan and CARRIED.

INFRASTRUCTURE UPDATE (070/22)

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

Matters discussed included: the water storage tanks at Nikau Heights (which the Chief Executive advised had been delayed due to the resource consent needed); the impact of inflation on the Hood aerodrome and other projects (the Chief Executive advised that inflation had been captured in the Annual Plan assumptions and that updated forecasting against budget was reported to the Audit and Risk Committee); the traffic light at the Colombo Road Bridge (the Manager Assets and Operations advised that he would report back on when that would be working again); the final Waipoua urban floodplain report (which hadn't been received yet) and whether that would have any impact on the Colombo Road Bridge (the Chief Executive advised that the bridge would be high enough to mitigate that risk); and a request was made for an update on rural halls and contaminated sites.

[Note to minutes: the traffic lights at the Colombo Road Bridge were operational again on 10 June]

304

Moved by Councillor Johnson

That the Infrastructure and Services Committee notes the information contained in Report 070/22.

Seconded by Councillor Nixon and CARRIED.

UPDATE ON THE REVIEW OF THE WAIRARAPA LOCAL ALCOHOL POLICY (071/22)

The report providing the Infrastructure and Services Committee with an update on the review of the Wairarapa Local Alcohol Policy 2018 (LAP) was presented by the Policy Manager who advised that since the report had been written, the Medical Officer of Health had advised that their report would not be available until August which would mean that it would not be possible to bring any recommendations to Council before the October local government elections.

Moved Councillor Mailman

That the Infrastructure and Services Committee notes the contents of the Report 071/22.

Seconded by Councillor Nixon and CARRIED

The meeting closed at 2.45pm

To:	Your Worship and Elected Members
From:	Corin Haines, Manager Community Facilities and Activities
Endorsed by:	David Hopman, Chief Executive
Date:	29 June 2022
Subject:	Rural Fire Station Transfer
DECISION	
RECOMMENDATION:	
That Council:	
<ol style="list-style-type: none"> 1. Approves the transfer of all rural fire stations to Fire and Emergency New Zealand (FENZ) for \$1.00 2. Acknowledges that ground leases will then be prepared to cover the land the rural fire stations occupy at an annual rent of \$1 plus GST as per the current lease arrangements. 3. Acknowledge that FENZ will be responsible for all electricity, gas, water, telecommunications and other utilities or services used or consumed by them and will be responsible for reimbursing Council for all rates, charges and assessments on the land. 	

Purpose

To seek approval for the transfer of all rural fire stations to Fire and Emergency New Zealand (FENZ).

Executive Summary

- Masterton District Council needs to formalise lease arrangements with FENZ, whether via ground leases or building leases as Council no longer contributes to Rural Fire, either as an activity or via grants.
- The buildings are in varying condition and if replaced will need to be upgraded to IL4 standards. The Tinui fire station was replaced in 2016 and cost Council a contribution of \$54,000 +GST. Council's contribution was less than 50% of the build cost.
- FENZ are willing to take over the buildings on the basis that they are transferred for \$1.00.
- The five buildings combined have a collective net depreciated value of \$136,703.
- The liability presented by these buildings exceeds their book value. Some are aged, and one is constructed in a coastal location that puts it at risk due to climate change.

Background

FENZ are in the process of transferring leases and in some cases assets across the country and have been working with respective territorial local authorities (TLAs) around this process.

FENZ approached Masterton District Council in mid-2021 through the Chief Executive's office and the Facilities Team took over conversations with FENZ at the request of the then Chief Executive. Work on the proposed

transfer of assets slowed with the departure of the Facilities Manager in December 2021 and FENZ are keen for this work to proceed.

Staff have obtained a copy of the standard lease agreement that FENZ have developed for their properties and met with Robert Cant of Nelson City Council who went through a transfer process with their portfolio in 2021.

Masterton District Council own four rural fires stations. Up until 2016 rural fire response was supported by TLAs who contributed to the activities of local rural fire services. These entities amalgamated to become Fire and Emergency New Zealand (FENZ) and the funding and administration centralised to become a central government function.

Currently the fire stations are leased under peppercorn arrangements where \$1 annual rent is levied, payable only on demand.

PORTFOLIO			
NAME	NET DEPRECIATED VALUE (2021)	NOTES	LOCATION
Castlepoint	\$10,954	Aged facility, constructed in road reserve in 1980s. This facility is potentially at risk from sea level rise.	Jetty Road, Castlepoint
Riversdale	\$24,872		12 Pinedale Crescent, Riversdale
*Tinui	0	Owned by FENZ, constructed in 2016	3 Blackhill Road, Tinui
Wainuioru	\$32,730		6 Westmere Road, Wainuioru
Mauriceville	\$68,147	Note MDC does not own the land and has a ground lease with the Hatuma Lime Company for this location.	1341 Opaki Kaiparoro Road

*

Note Council still retains the original building at 34 Manawa Road, Tinui which was superseded by the new construction on Blackhill Road. The structure is in the 50-year flood risk zone, has an earth floor and is not weathertight. It is scheduled for demolition and has a net depreciated value of \$32,730. This building will not be transferred.

Historically the rural fire service was separate from the New Zealand Fire Service and was supported via funding contributions from the three Wairarapa District Councils intended to cover all maintenance and operating costs. Council also provided resource via the General Inspectorate role which included the function of Council's Fire

Officer. This role was disestablished in 2016. The management of the fire station assets then defaulted to Council’s Community Facilities and Activities Team.

Currently there is no budget for the maintenance of the fire stations.

Risk

The following risks have been identified:

RISKS			
ID	RISK TYPE	CAUSE	IMPLICATION
1	Financial	Aged assets require maintenance. Buildings are not fully depreciated	<ul style="list-style-type: none"> Historically unbudgeted activity Will need to be replaced with IL4-standard buildings (IL4 = Buildings that must be operational immediately after an earthquake or other disastrous event, such as emergency shelters and hospital operating theatres, triage centres and other critical post-disaster infrastructure.)
2	Regulatory	None noted	
3	Reputational	None noted	
4	Responsiveness	None noted	

Implementation

If the recommendation is supported, staff will work with Greenwood Roache to transfer the buildings and sign ground leases for the four stations on Council Land. We will also contact the Hatuma Lime Company and recommend that they transfer the ground lease at Mauriceville under the same conditions.

Strategic, Policy and Legislative Implications

As Council no longer contributes to the delivery of or funding of the rural fire service no implications have been identified.

Significance, Engagement and Consultation

As Council no longer contributes to the delivery of or funding of the rural fire service no change of service will occur and so no implications have been identified.

Financial Considerations

The liability presented by these buildings exceeds their book value. Some are aged, and one is constructed in a coastal location that puts it at risk due to climate change

Treaty Considerations/Implications for Māori

No treaty considerations have been identified.

Communications/Engagement Plan

Council officers are in communication with FENZ around the potential transfer of these assets.

Environmental/Climate Change Impact and Considerations

One of the buildings (Castlepoint) is at potential risk from climate change.

Next Steps

Council staff will work with Greenwood Roache to transfer the buildings and sign ground leases for the four stations on Council Land. We will also contact the Hatuma Lime Company and recommend that they transfer the ground lease at Mauriceville under the same conditions.

To:	Your Worship and Members
From:	Corin Haines, Manager Community Facilities and Activities
Endorsed by:	David Hopman, Chief Executive
Date:	29 June 2022
Subject:	Aratoi Memorandum of Understanding 2021 to 2027
FOR DECISION	
Recommendation:	
That Council approves the proposed Aratoi Memorandum of Understanding 2021 to 2027 (between Aratoi, Masterton District Council, and Masterton Trust Lands Trust) contained in Attachment 1.	

Purpose

The purpose of this paper is to seek Council approval of the proposed Aratoi Memorandum of Understanding 2021 to 2027, contained in Attachment 1 between Masterton District Council, Aratoi and Masterton Trust Lands Trust.

Background

In 1997 Masterton District Council (MDC), Masterton Trust Lands Trust (MTLT) and Aratoi Regional Trust (ART) [formerly Wairarapa Cultural Trust] agreed to work together to provide an expanded and improved Arts and History Centre for Masterton (replacing the former Arts Centre in Bruce Street, Masterton).

ART is a provider of arts, cultural and history services for the Masterton district and the Wairarapa region and has a key role in the implementation of the Wairarapa Arts, Cultural and Heritage Strategy.

In 2018 MDC, MTLT and ART approved the current Memorandum of Understanding. This document expired in June 2021 and needs renewing.

Masterton District Council elected members workshopped the proposed MOU in May 2022, and it has also been reviewed by the boards of Aratoi and Masterton Trust Lands Trust. As a result, one major change from the previous MoU is proposed.

Strategic Fit

The cultural development strand of Council's *Arts, Culture and Heritage Strategy Te Mahere Rautaki O Ngā Toi, Ahurea, Taonga Tuku Iho, Taonga Tuku Ake 2019-2024* seeks to increase the number of opportunities for residents and visitors to learn more about the history and heritage of

Masterton/Whakaoriori and support language and culture being celebrated in our district. Therefore, the MOU between MDC, MTLT and ART is a key mechanism for supporting this strategy.

There is also an alignment between the proposed MOU and Council's Wellbeing Strategy – He Hiringa Tangata, He Hiringa Whenua.

Proposed change to the Memorandum of Understanding

Historically the MOUs between MDC, MTLT and ART have been for a period of 3 years. However, to provide greater certainty of ongoing support for ART and remove the need to repeat the MOU process more often than is believed necessary the MOU has been changed to a 6-year agreement. Also, as the last MOU expired in 2021, it is backdated to this date and will have 5 years left to run.

Recommendation

That Council approves the proposed Aratoi Memorandum of Understanding 2021 to 2027 (between Aratoi, Masterton District Council, and Masterton Trust Lands Trust) contained in Attachment 1.

Legislative, Strategic and Policy Implications

As stated, the MOU contributes to MDC achieving outcomes identified in Council's *Arts, Culture and Heritage Strategy Te Mahere Rautaki O Ngā Toi, Ahurea, Taonga Tuku Iho, Taonga Tuku Ake 2019-2024*.

Significance, Engagement and Consultation

The decision to approve the MOU 2021 - 2027 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 for Aratoi has been allowed for in the LTP in the 2021-2031.

Implications for Māori

Key result areas in the MOU require ART to maintain relationships with Rangitāne o Wairarapa, Kahungunu ki Wairarapa. KPI's (which are not included in the MOU) also require at least 1 Taonga Māori display annually.

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.

PROVISION OF SERVICES

AGREEMENT

AND

MEMORANDUM OF UNDERSTANDING

RELATING TO

**THE ARATOI WAIRARAPA MUSEUM OF ART &
HISTORY**

BETWEEN

MASTERTON DISTRICT COUNCIL
TE KAUNIHERA Ā-ROHE O WHAKAORIORI

AND

MASTERTON TRUST LANDS TRUST

AND

ARATOI REGIONAL TRUST

1 July 2021 to 30 June 2027

AGREEMENT FOR THE PROVISION OF SERVICES AND MEMORANDUM OF UNDERSTANDING RELATING TO THE ARATOI WAIRARAPA MUSEUM OF ART & HISTORY

Between: **Masterton District Council** ('MDC')
Te Kaunihera ā-rohe o Whakaoriori

And: **Masterton Trust Lands Trust** ('MTLT')

And: **Aratoi Regional Trust** ('ART')

Background

Memorandum of Understanding (MOU)

1. In 1997 Masterton District Council (MDC), Masterton Trust Lands Trust (MTLT) and Aratoi Regional Trust (ART) [formerly Wairarapa Cultural Trust] agreed to work together to provide an expanded and improved Arts and History Centre for Masterton (replacing the former Arts Centre in Bruce Street, Masterton).
2. In 1998 the parties entered into a Memorandum of Understanding (MOU) relating to the establishment and operation of the Aratoi Wairarapa Museum of Art & History ('Aratoi').
3. The establishment MOU was reaffirmed by the parties in 2009, 2013 and for a further term of one year in 2016.
4. The MOU was incorporated into the service agreement for a one year term from 1 July 2017 to 30 June 2018.
5. A 3 year MOU was signed by all parties in August 2018 covering the period 1 July 2018 to 30 June 2021.
6. The respective roles of the three key organisations to that agreement included:
 - MTLT Owner and lessor of the Aratoi building
 - MDC Operational funder
 - ART Lessee of the Aratoi building and contracted service provider to the MDC and responsible for the day to day management of Aratoi

Provision of Services Agreement

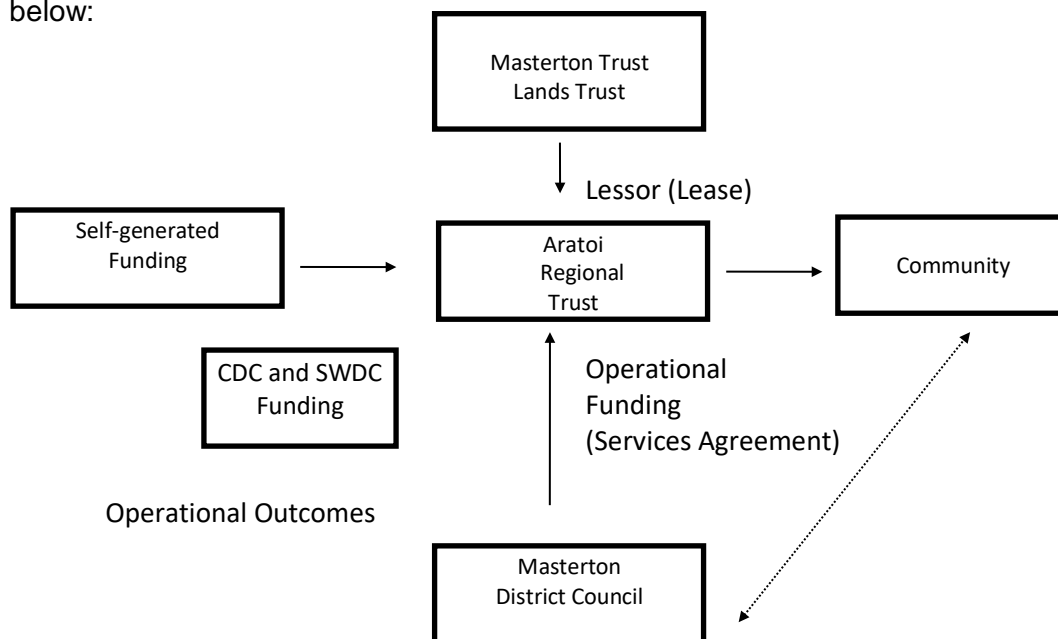
7. In October 2010 MDC and ART entered into an agreement for the Provision of Services by ART.
8. The basis for the service agreement was the establishment 1998 MOU referred to in paragraph 2 above.

9. The purpose of the service agreement was to ensure that the Aratoi collection was preserved and administered for the future benefit of Masterton residents and the wider Wairarapa district.
10. The service agreement was prepared with the expectation that ART would gain part of the funding for its activities from a range of other sources, including grants from the Carterton District Council (CDC), South Wairarapa District Council (SWDC), local, regional and national Trusts (such approaches being made with the full support of MDC); sponsorships and rents; and user charges and donations.
11. The three yearly service agreement expired on 30 June 2016 and a further one year term to 30 June 2017 was agreed.
12. The service agreement was combined with the MOU for a one year period commencing 1 July 2017 to 30 June 2018.
13. The provision of services agreement and combined MOU commenced 1 July 2018 for a period of 3 years till 30 June 2021.

Introduction

14. MDC, MTLT and ART wish to renew the combined service agreement/MOU for a further six-year term back dated to 1 July 2021 to 30 June 2027 in accordance with the terms specified in this agreement.
15. In renewing the agreement, the parties accept that in the future there may be changes to the current structure of local government in the Wairarapa. In recognition of this, CDC and SWDC may wish to / will be invited to become parties to this agreement in order to protect and secure for the future, as far as is legally possible, the existing funding arrangements pertaining to Aratoi pursuant to this agreement.
16. This agreement should be read in conjunction with the deed of lease for the Aratoi premises between MTLT and ART attached to this agreement as the First Schedule ('Lease').

17. The relationships and structural arrangement between the parties is presented below:



18. MDC, MTLT and ART see Aratoi as an opportunity to invest in the community, for the community to understand its history, and widen its vision and perspective as well as to provide a local arts and history perspective of the Wairarapa for visitors to this region.
19. Aratoi provides a significant contribution towards the community's cultural needs by encouraging participation in and enjoyment of artistic and cultural activities, by residents and visitors alike.
20. ART develops exhibitions that focus on Wairarapa heritage and contemporary artistic and cultural expression. This contributes to the community outcomes as set out in MDC's Long-Term Plan and achievement of the Wairarapa Arts, Culture and Heritage Strategy (which is currently under review).
21. Aratoi complements MDC's library and archive services, between them to document the history and culture of the Wairarapa and provide residents with opportunities for education, leisure, entertainment and social activities. A programme of contemporary and historical art exhibitions, history displays, lectures and other cultural activities is provided.

General

Role and Philosophy of MDC

22. MDC is the local government authority for the Masterton district and its roles includes the provision of **'good-quality'** local infrastructure and local public services that are cost effective to households and businesses and having regard to the contribution that services such as museums make to the Masterton community (refer section 10 Local Government Act 2002).

In this Act, **'good-quality'**, in relation to local infrastructure and local public services, means infrastructure, services, and performance that are:

- (a) efficient; and

- (b) effective; and
- (c) appropriate to present and anticipated future circumstances.

(Museums are included in the Local Government Act as local infrastructure).

- 23. MDC acknowledges ART as a provider of arts, cultural and history services for the Masterton district and the Wairarapa region and has a key role in the implementation of the Wairarapa Arts, Cultural and Heritage Strategy. MDC also acknowledges that the permanent Aratoi collection is vested in ART on behalf of the citizens of the Wairarapa. MDC further recognises that ART has the specific interest, skill and knowledge to administer Aratoi and its collection on the community's behalf.
- 24. MDC recognises that ART may have separate accountabilities to other funders and sponsors and for matters that are not covered in this agreement.
- 25. MDC is committed to the success of ART and will use its best endeavours to provide the necessary support to enable ART to deliver the outputs required under this agreement.
- 26. The principle roles of MDC include:
 - (a) review this agreement with ART and MTLT detailing operational expectations, including amongst other things, outcomes agreed to be achieved and annual limits on council's funding commitment
 - (b) acknowledge, support and cooperate with ART in its planning, programmes and operations to be delivered via Aratoi
 - (c) provide to ART, in quarterly payments, operational grants for the operation of Aratoi. All present and future commitments are acknowledged as subject to the council's Long-Term Plan consultative process.

Role and Philosophy of MTLT

- 27. The principal roles of MTLT include:
 - (a) administer the Deed of Lease
 - (b) retaining ownership of the Aratoi building with any items supplied by ART remaining the property of ART
 - (c) continuing to support the interests of ART by giving due consideration to clearly specified applications for sponsorship of special exhibitions, purchase of equipment, staging of events or other specific items – to the extent that these lie within the discretion of MTLT's Trustees to consider under and at all times in accordance with, MTLT's grants and funding policies, rules and protocols, as more specifically acknowledged by ART under clause 22 of the Lease. The moderation expected of all applicants for MTLT grants will apply equally to ART as an applicant.
 - (d) disclosing by way of Annual Reports of MTLT, the total commitments made to the ART, including by way of foregoing or discounting rent or other money payable under the Lease, associated costs incurred in the provision of capital, and/or any corporate expenses incurred.

Role and Philosophy of ART

28. The principal roles of ART include:
- (a) being a custodian and presenter of New Zealand culture, heritage and history with particular reference to the Wairarapa
 - (b) collecting and preserving artworks
 - (c) collecting and preserving Māori taonga of the Wairarapa
 - (d) provision of an educational resource
 - (e) encouraging social commentary
 - (f) acting as a community forum
 - (g) providing a facility that will attract tourists to the district.
29. In order to fulfil the principal roles specified in clause 26 above, ART undertakes to:
- (a) develop and maintain Aratoi Wairarapa Museum of Art and History founded on a commitment to excellence, delivering high calibre exhibitions in accordance with operational policy documents as agreed with MDC from time to time and subject to fiscal constraints
 - (b) compile by 28 February each year, an Annual Plan setting out Aratoi activities and budget for the coming year
 - (c) employ qualified and competent staff to operate Aratoi while maximising the use of volunteers
 - (d) provide a variety of public programmes
 - (e) accurately record visitor numbers each year.
 - (f) research, install and maintain a variety of long-term exhibitions relating to the art and history of the Wairarapa region, that attract visitors to the region, in accordance with the Exhibitions Policy and Marketing Plan
 - (g) acquire, maintain and protect, to recognised museum standards, a collection of artworks and other objects representative of the Wairarapa Region
 - (h) operate such ancillary facilities as are deemed to reasonably reflect patron demands to the extent permitted under the Lease
 - (i) maintain the interior of the complex
 - (j) insure at appropriate levels the building's contents comprising fittings, furnishings, equipment and the collections
 - (k) pay all outgoings relating to its lease for the Aratoi premises including insurances and rates (currently subject to a 50% rebate from MDC)
 - (l) maintain the gardens and grounds of the complex
 - (m) provide reports on its operations and finances as agreed with funders, including to MDC, MTLT and other funding bodies
 - (n) generate income for Aratoi which may include admission by donation or an admission charge to appropriate exhibitions and other activities e.g. rent and commissions
 - (o) continue to apply for additional funding from appropriate sources, including, but not limited to, Tararua District Council, CDC, SWDC, Greytown Trust Lands Trust, the Masterton Community Trust, Eastern & Central Community Trust, NZ Lottery Grants Board, Creative NZ, Masterton Arts Fund, Masterton District Creative Communities Scheme and private sector sponsors
 - (p) liaise, co-operate and develop links with Destination Wairarapa to attract visitors from outside of the region to Aratoi; Wairarapa Archives and MDC Library to deliver a digital strategy (focussed on showcasing artworks and other objects particularly permanent exhibitions or items in storage); Wairarapa Library Service, Rangitāne o Wairarapa, Kahungunu ki Wairarapa, Tangata Whenua, Shear History Trust,

Wairarapa Heritage Association and other organisations working in the area of the arts, culture and heritage in the Wairarapa region

- (q) support the development/ review/implementation of the Wairarapa Arts, Culture and Heritage Strategy [which is currently under review]
 - (r) achieve at least 20% of its total revenue from sources other than the MDC grants
 - (s) compile as a precursor to the renegotiation of the service agreement a Strategic Plan setting out Aratoi activities and proposed budget for the following six years. The date by which this will occur being the end of March 2027.
30. ART shall, as far as practicably possible, ensure its initiatives are complementary and support the requirements of all providers of funding.
31. ART shall ensure that it does not enter into any contract, arrangement or commitment under which its liability is greater than the resources available through the MDC funding commitment or secured sponsorship, and in no case shall it use the collection as security for any commitment without the prior agreement of MDC.
32. ART will take all reasonable steps to enhance the reputation of Aratoi, and ensure the highest appropriate standards are met in all of the museum's endeavours.
33. ART's objective is to continue to foster and enhance the interests of art and history in the community through the work of Aratoi. The ART does not have a primary objective of operating a trading undertaking with the intention or purpose of making a profit. However, ART accepts that it should operate in a business-like and prudent manner.
34. The parties to this agreement agree that the relationship between them should not be construed as creating a legal relationship of partnership or joint venture. Further it is understood that neither MTLT nor MDC will be liable for any debts or obligations incurred by ART in the course of its operations.

Funding

35. MDC and MTLT are the primary operational funders of Aratoi.
36. The parties to this agreement accept that it is in their respective interests to provide funding certainty to Aratoi given its significant contribution to the benefit of the Wairarapa region and the MDC 2021-2031 Long-Term Plan. For this reason MDC shall continue to provide on-going annual operational funding to ART as the primary funder of Aratoi, such funding to be made by MDC in quarterly instalments paid at the beginning of each quarter and upon receipt from ART of the previous quarter's results, such funding commencing 1 July 2021:
- (1) Year 1 (2021/2022) \$330,000
 - (2) Year 2 (2022/2023) \$334,950
 - (3) Year 3 (2023/2024) \$344,520
 - (4) Year 4 (2024/2025) to be agreed*
 - (5) Year 5 (2025/2026) to be agreed*
 - (6) Year 6 (2026/2027) to be agreed*

*Funding for the last three years to be agreed in 2024 subject to the provisions of the MDC 2024-2034 Long Term Plan and with consideration to ART's then structure, performance, and costs

37. If the MDC Chief Executive believes that there is likely to be substantial failure to meet all or part of the key performance measures for the year, or that there has been a breach of this agreement, the Chief Executive may withhold all or part of a quarterly instalment, provided that the ART has been notified and the provisions of paragraph 46 applied.
38. ART will be able to establish contracts with other funding providers and charge users for specific services and admission fees to particular exhibitions. As noted in paragraph 29(r) above, it is anticipated that ART will achieve at least 20% of its total revenue from sources other than the MDC grants (excluding MTLT contribution [rental or other]).
39. In the event that any significant changes are made to the current local government structure, the parties to this agreement will use their best endeavours to ensure that the annual operational funding arrangements referred to in clause 34 above will continue in accordance with the provisions of that clause.

Strategic Environment

40. The MDC expects ART to base its Council-funded activities within the general framework provided by the Council's Long-Term Plans and Annual Plans, ART's Strategic Plan, and the Wairarapa Arts, Culture and Heritage Strategy. The Council also acknowledges that ART will need to take into account the strategies and policies of other funders.

Key Result Areas

41. ART will endeavour to achieve the objectives outlined in its Annual Plan approved by MDC and as set out in the Second Schedule.
42. The operational outputs to be achieved by the ART, will be negotiated between the MDC and ART in the context of the Wairarapa Arts, Culture and Heritage Strategy, the MDC Community Outcomes, ART's strategic outcomes for Arts, Culture and Heritage and its operational policies.

Accountabilities

43. MDC expects ART to be accountable for its activities. Their expectations relate to three main areas – planning, reporting, and operational procedures.
 - (a) **Planning**
 - (i) ART will prepare an Annual Plan (detailing budgets, key activities, goals and objectives) which it will submit to MDC in time for the funding specified in paragraph 34 above to be included in the Councils' planning cycles
 - (ii) ART will implement, and update as required, its Strategic Plan
 - (iii) ART will consult with local iwi and any other groups and

organisations as appropriate, particularly when implementing and updating its Strategic Plan.

(b) Reporting

- (i) Quarterly reports, assessing achievements against key result measures in each of the result areas, (see paragraphs 39-40 above and Second Schedule), including financial statements, will be submitted by ART to MDC and MTLT. Receipt of such reports by MDC will be a prerequisite for the release of further quarterly instalments of funding
- (ii) Annual reports setting out full details of ART's activities and achievements in the previous financial year and full audited financial statements will be submitted by ART to MDC and MTLT
- (iii) MDC and MTLT may request other reports from ART from time to time
- (iv) ART may initiate and provide further reports as it sees necessary from time to time.

(c) Operations Procedures

- (i) ART will operate in an open and publicly transparent manner in line with the principles of the Local Government Information and Meetings Act 1987
- (ii) ART will professionally manage all administrative matters associated with its operations
- (iii) ART will operate in a financially prudent manner and keep full, up-to-date and accurate records using a generally recognised accounting and recording system
- (iv) ART and its staff will develop and maintain a close working relationship with relevant MDC, MTLT, Carterton District and South Wairarapa District Council's Chief Executives and staff, including the Library and Archive staff, with the intention of establishing an information sharing partnership
- (v) ART will operate as a good employer, offering fair and proper treatment of employees and volunteers, including good and safe working conditions that meet current health and safety legislation and freedom from discrimination
- (vi) ART will cooperate with any independent audit or review as may be commissioned by MDC from time to time.

Performance Assessment

- 44. MDC will assess ART's performance over the full range of key result areas as referred to in paragraphs 41-42 above and Second Schedule. This will be done annually and involve the quarterly KPI reporting to the Council's Audit and Risk Committee as well as review of the Aratoi Annual Report. The representatives of the parties to this agreement (or their delegated representatives), will, in the first instance, discuss any issues related to achievement against these measures. Such discussion will take place as soon as practicable once an issue to be addressed has been identified.
- 45. Without prejudice to MDC's right to terminate this agreement pursuant to paragraph 44, in the event that the ART does not achieve its objectives as detailed in the **Key Result Areas** (paragraphs 41-42 and Second Schedule) and the MDC wishes to take action to correct the situation, MDC shall in writing:

- a) Notify ART and MTLT of the non-achievement of results; and
- b) Require ART within 60 days to remedy (or give adequate reasons for) the non-achievement, and (where necessary) specify the actual steps to be taken to remedy the non-achievement.

In taking such action MDC will give consideration to those factors outside the control of ART.

Review of Agreement

46. Notwithstanding the on-going funding obligations provided for in this agreement the parties agree to review this agreement, with the first review to take place on or before 30 June 2024 and cover a period of three years. Any risk issues that arise during this review should be identified by ART to MDC and MTLT so that they are aware of contingent liabilities.

Period of Agreement

47. This agreement shall cover the period 1 July 2021 to 30 June 2027 and will, subject to the review provisions contained in paragraph 46 above and the termination provisions in paragraph 48 below, continue for successive periods of six years until terminated by either MDC, ART or MTLT giving the other parties a minimum of six years notice of termination.

Termination

48. MDC may terminate this agreement where it considers there is a breach of this agreement or a serious performance problem by ART when measured against the key result areas and targets in paragraphs 41-42, and Second Schedule or against the accountabilities listed in paragraph 43. If MDC intends to terminate the agreement on the grounds of lack of performance, twelve months' notice shall be given and MDC will, at the time of giving such notice provide a copy of the notice to MTLT.
49. Termination may also occur by mutual agreement between the parties. The parties acknowledge however, that mutual termination of this agreement shall be looked on as a last resort and should only occur where the agreement is no longer workable. Where termination by mutual agreement occurs, three months' notice shall be given.
50. If termination of this agreement occurs, any funding provided by MDC and MTLT, which has not been spent, shall be returned by ART to MDC and MTLT.
51. Nothing in this agreement will in any way affect or limit the rights and obligations of the parties to the Lease under that contract.

Media statements

52. No party will make a media statement with respect to the terms of this agreement or the Deed of Lease without the approval of the other affected party / parties.

Disputes

53. If any dispute arising from this agreement (and for the avoidance of doubt, excluding any dispute arising from the Lease) remains unresolved, the parties agree to mediate the dispute in terms of the Arbitrators' and Mediators' Institute of New Zealand Incorporated (AMINZ) standard mediation agreement. The mediation will be conducted by a mediator, and at a fee, agreed by the parties. Failing agreement between the parties, the mediator will be selected and the mediator's fee will be determined, by the President for the time being of AMINZ.
54. No party will commence any court proceedings relating to a dispute arising out of, or related to this agreement, unless that party has first complied with the above.

Dated this _____ day of _____ 2022

Signed:

.....
CHIEF EXECUTIVE, for and on behalf of
**MASTERTON DISTRICT COUNCIL (MDC) / TE KAUNIHERA Ā-ROHE O
WHAKAORIORI**

Signed:

.....

**CHAIR, for and on behalf of
ARATOI REGIONAL TRUST (ART)**

Signed:

.....
**CHAIR, for and on behalf of
MASTERTON TRUST LANDS TRUST (MTLT)**

Second Schedule – Key Result Areas

1. For each of the key result areas a number of outputs will be defined, and one or more key performance measures and targets identified and agreed annually. The measures agreed will define the basis for accountability.
 - (a) **Exhibitions**
 - (i) ART may exhibit such works of art and history as it considers appropriate to its exhibition programme and in line with its exhibition policy and strategic plan.
 - (ii) ART shall open the museum for public display at such hours as it considers appropriate provided that such hours are sufficient to enable the public a reasonable opportunity to view the artworks and history displays. This includes opening over busy periods, e.g. Christmas and New Year.
 - (iii) ART shall foster community interest, education and achievement in art and history to the highest appropriate level through the work of Aratoi, Wairarapa Museum of Art and History.
 - (b) **Programmes**

In addition to exhibitions, ART will arrange public programmes, events and activities both within Aratoi and in the community to enhance the visitor experience.
 - (c) **Permanent Collection**
 - (i) ART shall protect, maintain, care for and insure the collection, and preserve the integrity of the collection to the highest relevant standard.
 - (ii) ART shall ensure that records of acquisition and disposal of artworks are at all times properly maintained.
 - (d) **Relationships**
 - (i) ART shall liaise with local organisations from the arts, history and culture sectors including the Wairarapa Archives, MDC Library, Wairarapa Library Service, Rangitāne o Wairarapa, Kahungunu ki Wairarapa, Shear History Trust, Jubilee Fire Station, Wairarapa Heritage Association, and Toi Wairarapa.
 - (ii) ART will maintain on-going relationships with its other funders.
 - (e) **Policies**
 - (i) ART shall determine policy for Aratoi and the Aratoi collection subject to the terms of this agreement.
 - (ii) ART shall consult MDC in relation to any proposals to significantly alter or amend ART's Collection, Exhibition or Acquisition and Disposal Policies. MDC will be forwarded copies of policies whenever they are modified.

To:	Mayor and Councillors
From:	Karen Yates, Manager Strategy and Governance
Endorsed by:	David Hopman, Chief Executive
Date:	29 June 2022
Subject:	2022 Local Government New Zealand Annual General Meeting: Remits
DECISION	
Recommendation:	
That Council	
<ul style="list-style-type: none"> i. endorses the remits to the 2022 Local Government New Zealand Annual General Meeting; and ii. delegates authority to the Mayor to vote in accordance with Council's agreed position on each of the remits at the 2022 LGNZ AGM. 	

Purpose

This report seeks Council endorsement of the remits proposed in the Local Government New Zealand (LGNZ) 2022 Annual General Meeting Remits document.

Context

The Local Government New Zealand (LGNZ) remits are voted on at the LGNZ Annual General Meeting (AGM) on 28 July 2022. This year there are 5 remits. The full LGNZ 2022 Annual General Meeting Remits document is attached (see Attachment 1).

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

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

Analysis and Advice

The table below outlines all 5 remits with advice on our proposed level of support for each.

LGNZ 2022 AGM REMITS: FEEDBACK AND ADVICE

No	Remit	Detail	Considerations	Advice
1	Free public transport (Porirua City Council)	Requests LGNZ to call on central government to fully and permanently fund free public transport for students, community service card holders, under 25s, and total mobility card holders and their support people and to join the Aotearoa Collective for Public Transport Equity in support of the Free Fares campaign	The Public Transport Equity campaign aligns well with the intent of our proposed Climate Change Action Plan work. The Public Transport Equity campaign also aligns with the direction being set by the current RPS changes that GWRC are consulting on and likely with the upcoming regional emissions reduction work.	Support
2	Review of Government Transport Funding (New Plymouth District Council)	Requests that LGNZ call for an independent review into the way in which government, through Waka Kotahi, fund transport investments in Aotearoa. This includes funding of new developments and maintenance programmes	The uncertainty in the sources and quantum of transport co-investment funding of new developments and future maintenance programmes is a significant risk to the Council. The remit will provide a way to address this issue in a timely way.	Support
3	Illegal Street Racing (Hutt City Council)	That Local Government New Zealand (LGNZ) implement a nation-wide working group of subject matter experts with the objective of formulating an action plan to effectively enforce the Land Transport Act 1998 and work with police to tackle illegal street racing and the antisocial behaviour associated with it.	When Hutt City Council were seeking initial support for the remit, Masterton District Councillors discussed and indicated their support. The remit, having gained the support of five councils as required, has been accepted for consideration at the LGNZ AGM.	Support (Masterton District Council has supported this remit already)

No	Remit	Detail	Considerations	Advice
4	Bylaw Infringements (Auckland Council)	Requests that LGNZ lobby Government to implement an infringement notice regime for general bylaws.	Masterton District Council has not brought any prosecutions regarding Bylaws in the last five years, this is primarily due to the cost that would be incurred for prosecution of Breach of a Bylaw under the LGA which would be excessive for what should be infringeable offences. i.e. Rooster in an urban area. The bylaws MDC tries to enforce without an infringement regime are in Parts 2 to 9 and Part 12 of the Wairarapa Consolidated Bylaws 2019, MDC's Water Races Bylaw and the Wairarapa Solid Waste Management and Minimisation Bylaw.	Support
5	Density and proximity of vaping retailers (Kaipara District Council)	Requests That LGNZ requests the Government to: <ul style="list-style-type: none"> • 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. 	Masterton District Council (alongside Carterton and South Wairarapa District Councils) is currently reviewing its Smokefree Policy. The draft proposed combined 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 behaviour change and promoting a positive smoke and vape free message through education. We will be surveying	Support

No	Remit	Detail	Considerations	Advice
			<p>our community on aspects of the proposed policy in the coming months.</p> <p>We acknowledge that evidence on vaping as an effective quit tool is emerging. Interventions used in the Policy will apply a precautionary approach to vaping that is evidence-based.</p> <p>While the extent of vape retailing is not as prolific as in Kaipara (two specialist vape shops in Masterton – noting dairies and others also sell vapes), we consider that a precautionary approach is needed to reduce exposure for children and young people to these products. Proximity limits to prevent the clustering of vaping product retailers is one way to achieve this and would complement our policy approach.</p>	

Strategic, Policy and Legislative Implications

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

Significance, Engagement and Consultation

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

Communications/Engagement

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

Financial Considerations

No financial implications as a result of this decision.

Implications for Māori

No implications for Māori have been identified.

Environmental/Climate Change Impact and Considerations

No direct implications as a result of this decision.

Next Steps

The LGNZ remits will be voted on at the LGNZ AGM on 28 July 2022.

Who's
putting local
issues on
the national
agenda?

**We are.
LGNZ.**

Te Kāhui Kaunihera o Aotearoa.

2022 Annual General Meeting

Remits

1

Central government funding for public transport

Remit:	That LGNZ: <ul style="list-style-type: none">• Calls on central government to fully and permanently fund free public transport for students, community service card holders, under 25s, and total mobility card holders and their support people.• Joins the Aotearoa Collective for Public Transport Equity (ACPTÉ) in support of the Free Fares campaign.
Proposed by:	Porirua City Council
Supported by:	Metro Sector

Background information and research

1. Nature of the issue

At present, an inequitable, car-dominated transport system constrains mobility and limits opportunity for thousands of people. Transport is the second-largest source (21%) of domestic carbon emissions in Aotearoa – and 70% of these emissions come from cars, SUVs, utes, vans and light trucks.

The Aotearoa Collective for Public Transport Equity (ACPTÉ) are a vast collection of community organisations from across Aotearoa, joining together to advocate for more equitable public transport. The ACPTÉ are now asking for councils across the country to join their Free Fares campaign.

ACPTÉ's Free Fares campaign is asking for central government to fund free fares for public transport users, starting with low income groups and under-25s. The ACPTÉ believes that these groups are the right place to start because they represent a large portion of public transport users who rely on the service the most but are least likely to be able to afford it.

2. Background to its being raised

Transport is New Zealand's fastest growing source of greenhouse gas emissions, having doubled since 1990. Targeting transport is a key way to mitigate our fastest growing source of emissions. Porirua City Council's view is that we need to provide more sustainable transport options and enable people to transition from private vehicles to public transport.

The proposed remit suggests we can't meet our climate change targets without reducing how much we drive – not even by replacing petrol and diesel cars with EVs. Both in Aotearoa and overseas there are examples of free public transport incentivising mode shift away from private vehicle use. Free fares enable people to switch to public transport, which produces far less emissions per kilometre than private cars.

With housing costs and other expenses rising, many Community Service Card holders, tertiary students, under 25s and total mobility card holders find that a regular \$3 bus ticket is out of reach – and that's at the very time that we need to promote connection to combat loneliness and poor mental health. The high cost of public transport also leaves too many disconnected from family, friends and activities that bring us joy, leading to isolation and loneliness. The proposed remit suggests free fares would allow disadvantaged communities to better access services and seek education and employment.

To ensure transport equity, Porirua City Council suggests it is imperative we prioritise those who struggle the most to afford and access transport. All sectors of society are affected when the cost of fares prevent people from travelling. Businesses miss out on customers, community groups lose participants and volunteers, and tourist spots miss out on visitors. Free fares will allow more people to make these trips, connecting communities so we are all better off.

The ACPTE started in 2021 calling for free public transport for students and community card holders. A coalition of climate action groups, student organisations, churches, unions and political youth wings joined together in asking central government and the Greater Wellington Regional Council to fund a trial for free public transport for these two target groups in the Greater Wellington region.

After submitting to GWRC, the ACPTE decided that leading up to the Emissions Reduction Plan (ERP) consultation, the campaign should go national. Over the months leading up to the ERP consultation, the ACPTE connected with groups across Aotearoa to advocate for free fares. The campaign also shifted to include under 25s, with the aim of normalising public transport as the main form of transport for the next generation.

During this time, the ACPTE also reached out to councils inviting them to join in the advocacy effort, and several councils passed motions supporting free fares.

This campaign is specifically requesting that free fares are funded by central government. Signing onto this campaign would have no impact on councils' finances and would add no extra burden on rates.

3. New or confirming existing policy

This is new policy.

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

This remit is broadly consistent with existing LGNZ work, particularly on climate change mitigation and the Future for Local Government Review, but has a more specific focus.

LGNZ is committed to working alongside central government and iwi to address social issues in our communities, including inequity between social groups.

5. What work or action on the issue has been done on it, and the outcome

The Government began a trial of half-price public transport fares from 1 April 2022. This three-month trial was extended by two months, and made permanent for community services cardholders, as part of the Government's Budget 2022 announcements. (Note that this decision is to provide half-price fares only to community service card holders, and not free fares which this remit and the ACPTÉ are advocating for).

While LGNZ has made statements in press releases about the Government's half-price public transport fares trial and its decisions around continuing this trial as part of Budget 2022 and ERP announcements, no formal work has been undertaken by LGNZ on this issue.

ACPTÉ has undertaken work on this issue, detailed in section 2 above. In addition to the work noted above, ACPTÉ has compiled research from within Aotearoa and abroad about the impact free fares could have for climate and equity and submitted their findings to the ERP consultation, and started a petition which received over 13,000 signatures and was handed to the Minister of Transport in March 2022.

6. Any existing relevant legislation, policy or practice

- Central government's public transport half-price fares trial extended for two months (total 5 months), and made permanent for community services cardholders, as part of Budget 2022 announcements
- NZ Transport Agency [Total Mobility scheme: policy guide for local authorities](#) 2017
- Ministry of Transport [SuperGold Card public transport funding](#)
- Aotearoa Collective for Public Transport Equity (ACPTÉ) [Free Fares NZ](#)
- [Government Policy Statement on Land Transport, 2021/22](#) – 30/31 including outcomes addressing "Inclusive Access" and "Resilience and security"
- [The Zero Carbon Act](#) 2019 and [Emissions budgets and the emissions reduction plan](#)

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

This proposed remit was endorsed by the Metro Sector at its meeting on 13 May 2022.

8. Suggested course of action

That LGNZ calls on central government to fully and permanently fund free public transport for students, community service card holders, under 25s, and total mobility card holders and their support people.

That LGNZ joins the Aotearoa Collective for Public Transport Equity (ACPTÉ) in support of the Free Fares campaign.

2

Review of Government transport funding

Remit:	That LGNZ call for an independent review into the way in which government, through Waka Kotahi, fund transport investments in Aotearoa. This includes funding of new developments and maintenance programmes.
Proposed by:	New Plymouth District Council
Supported by:	Rangitīkei District Council, Hauraki District Council, South Taranaki District Council, Western Bay of Plenty District Council, Stratford District Council and Hamilton City Council

Background information and research

1. Nature of the issue

A key part of the advocacy role of LGNZ includes being involved in discussions with central government on significant issues affecting local government. This is a critical role that is at the core of the work and purpose of LGNZ.

This remit asks that LGNZ work with government to ensure that an independent review into the funding model of Waka Kotahi is undertaken. The current funding model does not fully recognise the costs of maintenance of roads and related infrastructure and does not provide certainty to councils in setting their own budgets. This appears to be related to funding being heavily reliant on the annual budget of the government of the day and income that varies depending on many factors.

Such a review should consider how long-term projects such as roading should not be so reliant on annual fluctuations and more should be funded through long-term debt such as with local government major infrastructure.

2. Background to its being raised

The Government Policy Statement on land transport (GPS) states that “transport investments have long lead times, high costs and leave long legacies. Therefore transport planning and investments need to be guided by a long-term strategic approach, with a clear understanding of the outcomes that government is seeking to achieve”.

Over \$4 billion of New Zealanders’ money is spent through the national land transport fund each year, which is supplemented by co-investment from local government and additional funding and financing.

The GPS recognises that as the largest co-funder of National Land Transport Programme (NLTP) projects, local government has an important role in building strong, evidence-based projects and programmes for investment. This shows the appropriateness of LGNZ requesting a review is undertaken.

The Ministry of Transport and Waka Kotahi already look to other financing tools for larger intergenerational projects over \$100 million. The review should consider if this goes far enough and options for fixing the massive hole in existing budgets – such as the \$400 million one recently highlighted in Auckland for road maintenance and public transport projects.

The review should also consider the consistency of government actions across various infrastructure. The Three Waters Reform programme creates new entities to gain “a greater ability to borrow to fund long-term infrastructure” and aims “to protect consumer interests and drive efficient investment and performance”. Government recognises that Three waters requires long-term investment, but this review is needed to consider that view in relation to transport infrastructure.

3. New or confirming existing policy

Transport is one of LGNZ’s five key policy priorities. However, LGNZ is not currently actively advocating for a review of transport funding. This is therefore a new policy issue.

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

Transport is, and always has been, a very critical issue for local government. There is a heavy reliance on uncertain Waka Kotahi funding and the need to advocate for investment in our regions. One of the LGNZ priorities is “Ensuring local voice is heard on the important issues – three waters, resource management, housing, transport, climate change and the future for local government”.

This remit meets the existing aims of LGNZ to represent the national interest of councils in Aotearoa, to ‘decode policy’ and to “help local government run better through development, support and advocacy”. By working with government to ensure an independent review of transport funding is undertaken, LGNZ would help fulfil their Whakamana/Advocate role.

As transport is also one of LGNZ’s five key policy priorities, and the ongoing funding of the local roading network is an issue that has emerged in ongoing conversations with the sector and in Future for Local Government workshops, advocating for an independent review of the funding system may speed up the pace of any review.

5. What work or action on the issue has been done on it, and the outcome

The Ministry of Transport regularly reviews its Government Policy Statement on Transport (typically every three years). This however would not meet the intent of the remit that there be an independent review of the broader system of funding of transport investment.

Based on recent engagement with the Ministry of Transport, LGNZ is aware that the Ministry has begun scoping work on what the future funding tools and requirements of the transport system should be. As such, this remit may provide value in demonstrating to the Government

how important this issue is to local government, and it may also signal some of the issues that should be included in scope of that review (including the benefit of the review being independent). As noted above, the remit may need to be updated depending on whether a Ministry of Transport-led review into how the transport system is funded is announced prior to the AGM. We do not have any indication of when such a review will be announced (if indeed it does proceed).

6. Any existing relevant legislation, policy or practice

The Land Transport Management Act 2003, Government Policy Statement on land transport and the National Land Transport Programme outline Government's position.

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

The proposed remit is supported by Rangitikei District Council, Hauraki District Council, South Taranaki District Council, Western Bay of Plenty District Council, Stratford District Council and Hamilton City Council.

8. Suggested course of action envisaged

That LGNZ work with the Government to ensure a review of land transport funding in New Zealand is undertaken. This should include looking at the funding of new transport infrastructure and maintenance and how best to fund these in a realistic, efficient and equitable manner alongside local government.

An independent review may not be possible given decisions around this work programme for the Government may be made (and possibly announced) prior to the AGM in July – though we do not have any indication of when the Government will make announcements about a possible review, or if indeed it will do that. However, support for this remit would provide LGNZ with the ability to demonstrate the importance of such a review to local government, and influence the particular issues that local government thinks should be within the scope of any review – including funding of new developments and maintenance programmes.

3

Illegal street racing

- Remit:** That Local Government New Zealand (LGNZ) implement a nation-wide working group of subject matter experts with the objective of formulating an action plan to effectively enforce the Land Transport Act 1998 and work with police to tackle illegal street racing and the antisocial behaviour associated with it.
- Proposed by:** Hutt City Council
- Supported by:** Upper Hutt City Council, Masterton District Council, Carterton District Council, Tauranga City Council, Hamilton City Council and Porirua City Council

Background information and research

1. Nature of the issue

Excessive noise from vehicles and other intimidating behaviour (such as convoys blocking the road and vehicles driving at high speeds) has been a frequent complaint from residents towards their local councils. Various attempts to curb this behaviour have had some success, while some measures have simply moved the problematic behaviour to another geographical location.

Councils across the nation have implemented various measures to limit dangerous vehicle use, such as speed cushions, concrete speed bumps, and visual distractions. With the additional cost of maintenance and road signs, these can be a significant cost to councils with only a limited impact on the problem.

Due to the illegal street racers often being in a network, they can communicate to avoid detection by police and move across several councils' territories in one night. This can pose an issue if multiple councils do not have consistent bylaws in their respective areas.

2. Background to its being raised

New Zealand laws deterring illegal street racing (occasionally referred to as 'boy racing') include the Land Transport Act (1998) and the Land Transport (Unauthorised Street & Drag Racing Amendment Act) (2003). Several other councils around New Zealand have chosen to include illegal street racing in their Public Places Bylaw, noting that intimidating behaviour or excessive noise from vehicles is prohibited. New Plymouth District Council and Waipā District Council both have proposed bylaws (not yet in force) specifically about illegal street racing. Christchurch City Council has a "Cruising and Prohibited Times on Roads Bylaw 2014" which is currently under

review. It is unclear how successful these bylaws have been, as there has been no evaluation material available to view.

Based on reports from other locations, the issue of vehicle noise, speed, intimidation, and damage is widespread across the country. Despite laws from central government and supplementary bylaws from local councils, the issue continues to persist. This does not support the argument that these laws have been effective.

Discussions with police and council officers have revealed the challenges of enforcing the law. Under-resourcing has not met the demand, as there are incidents where upwards of 100 illegal street racers converge in a single area with only one patrol car available.

Complaints about illegal street racers have been received by the Hutt City Council Deputy Mayor and council officers in the transport division. Noise is a prominent theme in these complaints when the illegal street racers are in close proximity to residences, along with tyre tread marks and oil on the road. Stolen road signs and other damage to property (both public and private) create further safety issues, along with alcohol use and some assaults to police officers or members of the public when attempting to communicate with the illegal street racers.

3. New or confirming existing policy

The issue is not currently covered by existing LGNZ policy.

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

The issue aligns with LGNZ's Whakahono//Connect leadership pillar given the request from Hutt City Council to bring together the different actors involved with local government (including NZ Police, Waka Kotahi and the Ministry of Social Development) to address illegal street racing.

5. What work or action on the issue has been done on it, and the outcome

There does not appear to be any collective effort or plan underway to nationally address street racing. However, it does seem that there are a few localised plans, initiatives (including bylaws, speed cushions etc) or teams being stood up to address this issue (for example, in the Waikato, New Plymouth and Hutt City).

Hutt City Council's view is that these initiatives have had a limited impact on the problem, which is often moved elsewhere rather than stopping gatherings altogether.

6. Any existing relevant legislation, policy or practice

Land Transport Act (1998), and Land Transport (Unauthorised Street and Drag Racing) Amendment Act (2003).

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

The proposed remit is supported by Upper Hutt City Council, Masterton District Council, Carterton District Council, Tauranga City Council, Hamilton City Council and Porirua City Council.

8. Suggested course of action envisaged

The remit recommends LGNZ establishes a nation-wide working group of subject matter experts to develop a plan of action to address the issue and enforcement of the law. It suggests it will be useful to have input from police, community patrol officers, policy makers, and transport analysts in formulating the group.

4

Bylaw infringements

Remit:	That LGNZ lobby Government to implement an infringement notice regime for general bylaws.
Proposed by:	Auckland Council
Supported by:	Auckland Zone

Background information and research

1. Nature of the issue

Section 259 of the Local Government Act 2002 (LGA) provides for the making of regulations and amongst other matters, prescribing breaches of bylaws that are infringement offences under the Act. The power has been seldom used to date.

Between working with and “educating” people and taking a prosecution, there are no enforcement options available making it extremely difficult to achieve compliance especially in an environment of increasing disrespect for authority and aggression.

Working with people or educating them can be time consuming but is effective especially where the breaches are unintentional. However, in relation to intentional breaches of bylaws, in the absence of an infringement regime, after working with and educating people the next step is prosecution. Prosecution is expensive and time consuming. Also, it is often out of proportion with the breach that has occurred. Even following a successful prosecution, the penalties available to courts are low and provide minimal deterrence.

The obstacle in passing regulations allowing for infringement fee regulations has been the need to tailor those regulations to each instance of an infringement offence bylaw by bylaw. Therefore, a two-step approach is required: firstly, amending the legislation to enable regulations to be made nationwide across different bylaw types and then relevant regulations being passed.

By developing a more comprehensive infringement regime, councils in New Zealand will be better able to take proportionate and timely steps to help ensure compliance with their bylaws. In doing this, confidence of communities in the work of local government will be enhanced.

2. Background to its being raised

Discussion around the need for an infringement regime for local government bylaws is not new.

Provision for the making of regulations was included in section 259 of the LGA. Part 9, Subpart 3 “Infringement Offences” of the LGA provides a mechanism for imposing and collecting infringement fees. Apart from regulations establishing infringement fees for some navigational bylaws, the provisions have not been used.

This issue was well-canvassed in the Productivity Commission’s 2013 Report, “Towards better Local Government Regulation.” The Productivity Commission’s report includes the following comment:

Much of a local authority’s regulatory functions are authorised by its bylaws. The Act under which bylaws are made may authorise the local authority to enforce certain provisions in bylaws by the use of infringement offence notices. If not, bylaws must be enforced under the Summary Proceedings Act 1957...I submit that the enforcement of local authorities’ regulatory functions would be significantly more effective and efficient if the use of infringement offence provisions is more widely available than at present.” (Richard Fisk, sub.19, p.1).

In the Auckland Region, the challenges in enforcing bylaws were brought into stark relief over summer 2021/2022 with an increased number of complaints about people camping on beaches and in reserves (not freedom camping) and an expectation from members of the public and elected members that steps would be taken to enforce the bylaws.

With the changing attitudes and behaviours of our communities arising in part through people’s experience of the Covid-19 response, Auckland Council’s position is that now is the right time to revisit the development of a more comprehensive infringement regime for local government.

3. New or confirming existing policy

This remit would confirm and enhance existing policy work that LGNZ has underway.

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

This remit connects indirectly to LGNZ’s strategy and Work Programme to the extent that the lack of being able to enforce local bylaws frustrates local citizens and undermines public perceptions of local government’s effectiveness.

5. What work or action on the issue has been done on it, and the outcome

As noted above, the Productivity Commission considered bylaws and an infringement notice regime in its 2013 Report, “Towards better Local Government Regulation.” Findings and recommendations set out in that report have not been acted on to date, but remain relevant, specifically:

- F4.8 – There are indications of a low level of prioritisation of monitoring and enforcement resources based on risks. Constraints on the use of infringement notices – combined with the low level of fines where infringement notices can be used – can also inhibit councils’ capacity to encourage compliance with regulation.

- R10.3 – Agencies responsible for regulations that local government enforces should work with Local Government New Zealand to identify regulations that could usefully be supported by infringement notices and penalty levels that need to be increased.
- R10.4 – Section 259 of the Local Government 2002 – relating to the empowerment of infringement notices – should be amended to enable regulations to be made for infringement notices for similar kinds of bylaws across local authorities, rather than on a council-specific and bylaw-specific basis.

LGNZ has highlighted this issue in a number of briefing papers and advice to various ministers and central government officials since the early 2000s. Although the issue has been of concern to LGNZ and councils for nearly 20 years, it has never been the subject of an AGM remit.

Parliament's Regulations Review Committee wrote to LGNZ in late 2021 advising that it was considering a review of the bylaw provisions of the LGA. LGNZ was invited to provide advice on the effectiveness of local authority bylaws and the enforcement of them. LGNZ recently appeared before the Committee to speak to its submission.

We are still awaiting a decision from the Committee on whether or not it will undertake a review of the bylaw provisions of the LGA, and if so, what the scope of that review will be. Although the Committee did ask for specific advice on the infringement regime, it also sought advice on other matters including the use of model bylaws and the expansion of the model bylaws used in the Freedom Camping Act 2011.

6. Any existing relevant legislation, policy or practice

- Local Government Act 2002
- Productivity Commission's 2013 Report, *"Towards better Local Government Regulation."*

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

This proposed remit was supported by the Auckland Zone.

8. Suggested course of action envisaged

Auckland Council has not provided any detail as to how it suggests LGNZ progresses the proposed remit.

While the inquiry that the Regulations Review Committee has underway (and in which LGNZ has been engaged) is a significant step forward, there is no guarantee that the Committee will agree with LGNZ's submission, or, should the Committee agree, that work to review the bylaw provisions of the LGA would be supported by either this Government or a future one.

To gain traction, and to ensure that any review of the bylaw provisions addresses the issues that local government is most concerned with, this remit (along with the national publicity that tends to accompany successful remits) might be very helpful at this time.

5

Density and proximity of vaping retailers

Remit: That LGNZ requests 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.

Proposed by: Kaipara District Council

Supported by: Zone 1

Background information and research

1. Nature of the issue

Vaping products are widely available from generic retailers (e.g., dairies, service stations) and specialist vape retailers. To date, New Zealand has 713 specialist vape stores; a British American vape brand is available from 2000 retail outlets throughout Aotearoa. Vaping products are also available via several online stores (both NZ-based and international).

Dargaville's main street, Victoria Street, has 13 vape retailers: ten General Vape Retailers and three Specialist Vape Retailers, all within a 1km length. The three licensed Specialist Vape Retailers are located within 150m of each other.

Youth vaping has risen sharply over recent years; among 14 to 15 year olds, daily vaping rose from 1.8% in 2018 to 9.6% in 2021; among 14-15 year old Rangatahi Māori, daily vaping rose from 5.9% in 2019 to 19.1% in 2021. Widespread product availability normalises vaping and makes experimentation easier.

Many towns and regions around New Zealand also need to address the proliferation of vaping outlets and rising vaping among Rangatahi.

2. Background to its being raised

The widespread sale of vaping occurred in 2018, when the Ministry of Health lost a case taken against Philip Morris alleging their "HEETS" products breached the Smokefree Environments Act 1990. Until the Smokefree Environments and Regulated Products Amendment Act was passed in 2020, vaping products were largely unregulated and vaping manufacturers

advertised their brands using youth-oriented promotions. Even post-legislation, retailers with little or no knowledge of vaping remain able to sell vaping products.

Surveys of young people, such as the Youth19 survey and the Snapshot Year 10 survey conducted by ASH revealed many adolescents who had never smoked had begun vaping. A 2021 report into youth vaping found that 14.6% of those surveyed reported smoking one or more traditional cigarettes in the last 7 days and 26.6% reported that they had vaped (e-cigarettes) in the past 7 days. Almost all those (98%) who had smoked a traditional cigarette in the last week had also vaped in the last week. However, a significant portion (46.2%) of those who had vaped in the last week had not smoked a cigarette. These data provide important evidence that youth vaping is rising rapidly and reveal that many young people who vape have never smoked.

The Smokefree Environments and Regulated Products Amendment Act 2020 extended many of the existing restrictions governing smoked tobacco products to vaping products. This legislation allows any business to sell vaping products as long as they follow the regulations for General Vape Retailers or apply to become a Specialist Vape Retailers. However, the Vaping Regulatory Authority does not consider retailer density or proximity to facilities such as schools when assessing applications.

The Government's Smokefree 2025 Action Plan will introduce a provision requiring general retailers selling vaping products to advise the Director-General of Health that they are doing so. This provision aims to provide information on the number and type of retailers selling vaping products.

We recognise that people who smoke and who have not been able to quit using existing treatments will benefit if they make a complete transition to vaping products and stop smoking. However, survey data showing rising vaping prevalence among young people suggests existing policy does not provide an appropriate balance between the needs of people who smoke and the rights of young people who do not, and who deserve protection from products that are designed to target them.

Limiting the retail availability of vaping products to specialist stores will not prevent people who smoke from accessing these products and instead will increase the likelihood they receive smoking to vaping transition advice that improves the chances they will stop smoking. Furthermore, people who smoke will continue to be able to access vapes through stop smoking services.

Kaipara District Council elected members have been receiving questions and concerns from the local community about the density and proximity of vape retailers in Dargaville.

While we support the supply of vapes to people wanting to use these products to stop smoking, it is of the utmost importance that we also protect our community, particularly our Rangatahi and other whānau who would not usually vape, from using these addictive products.

3. New or confirming existing policy

This is a new policy.

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

This remit aligns with LGNZ's pillar Whakauru // Include – to ensure that every New Zealander can participate, thrive and be represented by local government.

It could be argued that restricting the density and proximity of vaping retailers shows some alignment with enhancing community safety, public health and promoting social wellbeing. However, the remit does not show strong alignment with LGNZ's existing policy priorities or engagement in major ongoing local government reform programmes. Further discussion is needed to determine whether LGNZ's membership agree it is relevant to local government as a whole.

5. What work or action on the issue has been done on it, and the outcome

A petition was received by Kaipara District Council regarding the density and proximity of vape retailers. The petition was accepted and responded to. Given this issue sits outside Kaipara District Council's control and existing policy frameworks, a remit was recommended as the appropriate action to take. Councillor Karen Joyce-Paki is the sponsor of the remit and is working closely with Smokefree NZ, Cancer Society and local Māori Health Provider, Te Ha Oranga.

The Smokefree Coordinator for Northland, Bridgette Rowse, has been providing support and is working with the Far North District Council (FNDC) policy team to review the FNDC Smokefree Policy, which currently covers smokefree parks, playgrounds and sports grounds. She has also worked with Whāngarei District Council and Kaipara District Council to review and align our smokefree policies to create more smokefree outdoor public spaces as well as making all smokefree outdoor public spaces vape-free.

6. Any existing relevant legislation, policy or practice

The relevant legislation is the Smokefree Environments and Regulated Products (Vaping) Amendment Act 2020. The Act aims to balance between ensuring vaping products are available to smokers who want to switch to a less harmful alternative, while ensuring these products aren't marketed or sold to young people. New regulations are in the process of being implemented from November 2020 until January 2023. While these regulations cover factors such as how vape retailers can advertise, who they can sell their products to and where vaping is allowed, there are no regulations around proximity limits to prevent the clustering of vaping product retailers as the remit requests.

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

The remit was supported at the most recent Zone 1 meeting by all members present.

8. Suggested course of action envisaged

This remit suggests that LGNZ requests 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.

We understand that an Amendment Bill is expected to be introduced in 2022 (according to the Government's Smokefree Action Plan). Kaipara District Council has suggested that one way to progress this remit would be to advocate for the Amendment Bill provision which only allows authorised retailers to sell smoked tobacco products to be extended to restrict the number who can sell vape products.

Progressing this remit is likely to require LGNZ working with officials from the Ministry of Health to advocate for changes to regulations and the upcoming Amendment Bill.

To:	Your Worship the Mayor and Councillors
From:	Lisa McLaren, Senior Policy Advisor – Climate Change and Environment
Endorsed by:	David Hopman, Chief Executive
Date:	29 June 2022
Subject:	Adoption of the draft Masterton District Climate Action Plan for public consultation
DECISION	
Recommendation:	
That Council:	
<ul style="list-style-type: none"> a. Notes that a climate change community focus group was established in July 2021 to provide advice and assist Council to develop a Masterton District Climate Action Plan; b. Adopts the draft Masterton District Climate Action Plan Consultation Document and proposed list of climate actions for public consultation (Attachments 1 and 2 to Report 077/22); c. Delegates authority to the Mayor and Chief Executive to approve minor edits that do not change the intent of the existing content in the draft Masterton District Climate Action Plan Consultation Document, prior to publication and consultation commencing; and d. Notes public consultation is scheduled from 1 July 2022 – 1 August 2022. 	

Purpose

The purpose of this report is to seek Council adoption of the draft Masterton District Climate Action Plan Consultation Document and proposed list of climate actions for public consultation (Attachments 1 and 2 to Report 077/22).

Executive Summary

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 website: https://mstn.govt.nz/wp-content/uploads/2021/03/Corporate-Carbon-Emissions-Reduction-Plan_FINAL_2021.pdf

Secondly, the development of a Masterton district Climate Action Plan will include a set of actions that the Council and the wider community could implement collectively to reduce emissions and adapt to climate change impacts.

Moving towards a low carbon district requires action from Council and all parts of our

community, and in partnership with mana whenua - Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa. At a practical level, we need to consider how we are moving around our district, how we are using energy, and how we are consuming and distributing food.

The Council has been working with a climate change community focus group since July 2021 to develop actions for inclusion in a Masterton District Climate Action Plan. We now have a list of 118 proposed climate actions to consult on with the wider community. Public consultation will run from 1 July 2022 – 1 August 2022. Following consultation, the Masterton District Climate Action Plan will go to Council for final adoption in September 2022.

Context

Following the development of the CCERP in 2021, which sets out the ways Council will reduce our climate pollution as an organisation, Council set out to looking at the best ways to develop a Climate Action Plan for the Masterton district. Council wanted to take a co-development approach to this work via the establishment of a Community Focus Group to help draft a Climate Action Plan for the Masterton District.

The group was formed in July 2021 after taking expressions of interest from the community. Ten participants were selected for the Focus Group by a panel of elected members and iwi representatives. They were selected based on their collective range of different backgrounds, including forestry, farming, climate science, social science, government policy, te ao Māori perspectives, and involvement in community initiatives.

A series of workshops were held with the Focus Group, Council staff, elected members, and iwi representatives to explore different themes related to climate change, and to analyse potential solutions for the district. These themes were:

- Transport – how we move around the district using less climate-harming emissions.
- Energy/Electricity – how we power our homes and businesses through renewable energy.
- Built Environment – how we design and retrofit for low-emission construction and create infrastructure that is resilient to climate impacts.
- Natural Environment – how we protect our native biodiversity through climate solutions.
- Waste & Circular Economy – how we reduce our consumption and repurpose old items.
- Agriculture & Primary Industries – how we promote and support a low-emission transition in the rural sector by removing local barriers to action.
- Water – how we adapt to increasing severe floods, droughts, storms, and changes in precipitation rates.
- Equity and Culture – how we ensure our plan does not increase current inequities in our district but helps build a more resilient and fair community.

Hui with mana whenua representatives were held to discuss the potential of a simultaneous process where the development of a Masterton District Climate Action Plan could run alongside the development of a Wairarapa Māori climate change plan and/or strategy. Instead, it is

anticipated that the Masterton District Climate Action Plan could complement climate and environmental actions that come from Iwi Management Plans that are being developed by mana whenua.

Two stakeholder engagement workshops have been held with participants from a range of backgrounds including local business owners, farmers, trades people, health professionals, scientists, and representatives from local organisations such as Federated Farmers and Enviroschools. These workshops were held in April 2022 to seek their input ahead of finalising the list of proposed climate actions. Council staff also presented to fora such as the Rural Advisory Committee at their 22 February meeting.

As part of the public consultation period, the community will be asked to submit their feedback on the proposed climate actions. In addition to this, a series of webinars and drop-in sessions will be held to provide opportunities to learn more about the climate action plan process and proposed actions. There will also be opportunities for the community to discuss their feedback with elected members and iwi representatives.

Analysis And Advice

Through the Community Focus Group process, potential climate change actions were developed for a wide range of climate change mitigation and adaptation work. These actions were grouped within each theme listed in the previous section of this report, with the inclusion of an additional theme, 'Coordinated Regional Approach.' The additional theme has been added to reflect the work of the regional projects already underway in this space, including the Wellington Regional Climate Change Impact Assessment and the Wellington Regional Emissions Reduction Strategy.

In total, 118 proposed climate actions have been selected for community consultation, that are split across the nine theme areas. Each theme also has an overarching goal and sub-goals to indicate the direction and purpose of the proposed actions.

Following discussions with Elected Members and the Community Focus group, there has also been a list of current/already planned climate actions included for each theme so that the community can see what work is already scheduled to take place.

The proposed climate actions highlight the role that council would play in completing that action, which have been divided into the following three categories:

- leading / instigating / facilitating the actions to take place
 - o ideas or projects that are within councils remit to control (e.g. district plan changes).
- advocating for action from central government, businesses, or industry
 - o asking for support from other entities that have the power, funding, or mandate to help the district make changes (e.g. submitting on changes to central government policy or partnering with industry for local energy or transport projects).
- supporting other groups, organisations, or individuals to act.
 - o providing advice, mentorship, funding, or connections to community projects and people who are developing climate change initiatives in the district.

Once we have feedback from the community on the list of proposed actions, their feedback will be considered, and a final set of actions will be confirmed for the Climate Change Action Plan. That final list of actions will have details on:

- approximate timing for starting each of these actions;
- what funding currently exists within council budgets and/or whether we need to source external funding to help make these things happen;
- how the action will help the district mitigate the effects of, or adapt to, climate change;
- associated council wellbeing goal(s) of an action; and
- how we will measure success of an action.

It is envisioned that the work that is achieved through the CCERP and the Masterton District Climate Action Plan will feed into the Wellington Regional Emissions Reduction Strategy which is in development, as well as regional climate change adaptation and education projects scheduled to begin by 2024.

Options Considered

A summary of the options considered in relation to the recommendations in this report is included in the table below:

Option		Advantages	Disadvantages
1	Adopts the draft Masterton District Climate Action Plan Consultation Document and list of proposed climate actions for public consultation	<ul style="list-style-type: none"> • Consultation runs July – August 2022 • Plan is adopted by Council in September 2022 • Plan is adopted ahead of the 2022 local elections and by the current council who have been on the development journey for the past year • Implementation of the plan can commence in 2022. 	<ul style="list-style-type: none"> • No disadvantages identified
2.	Does not adopt the draft Masterton District Climate Action Plan Consultation Document and list of proposed climate actions for public consultation	<ul style="list-style-type: none"> • No advantages identified 	<ul style="list-style-type: none"> • Elongates the process for the climate change community focus group who have been working on the plan for a year. • Risk that public consultation and council adoption will not occur in 2022. • Moves implementation to

Option	Advantages	Disadvantages
		2023. <ul style="list-style-type: none"> <li data-bbox="1003 268 1372 338">• Risk that timeframes do not align with regional projects.

Recommended Option

Option 1 is recommended. This process has taken longer than what was originally intended, with the Covid pandemic making it difficult for the climate change community focus group to come together to 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, so it would be good to get to a stage where the actions can be socialised with the community, with a phase to finalise the plan ahead of final council adoption.

There are also a number of regional climate change projects planned or underway that this plan will contribute to, or have interdependencies on.

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 Zero Carbon Act, the Government’s National Emissions Reduction Plan, and the draft National Adaptation Plan. In addition to this, it will feed into the Wellington Regional Emissions Reduction Strategy as well as regional climate change adaptation work expected to begin by 2024.

Significance, Engagement and Consultation

Developing a Masterton District Climate Action Plan has been assessed as significant under Councils 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.

The community are invited to provide feedback on the proposed climate actions from Friday, 1 July 2022 through to Monday, 1 August 2022. Council is running a series of webinars, drop-in sessions, and pop-up sessions to provide an opportunity to hear more about the climate action plan process and proposed actions.

In addition to the above webinars and drop-in sessions, there will be opportunities for the community to speak to their submission and provide feedback on the proposed climate actions at a Council Hearing on Wednesday, 10 August 2022.

More detail is included in the draft Masterton District Climate Action Plan Consultation Document.

Financial Considerations

Public consultation on the draft Masterton District Climate Action Plan primarily involves staff time in promoting the consultation period and hosting the webinars and drop in sessions. Other costs include promotion of the consultation period and how the community can provide feedback on the draft climate actions.

Iwi/Māori Considerations

It is anticipated that the Masterton District Climate Action Plan could complement climate and environmental actions that come from Iwi Management Plans that are being developed by mana whenua.

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 the July-August 2022 consultation period, all feedback received will be considered by the Council via a Hearing on Wednesday, 10 August 2022 and subsequent Deliberations meeting on Wednesday, 24 August 2022. It is expected that a final Climate Action Plan will be adopted by Council in September 2022.

DEVELOPING A CLIMATE ACTION PLAN FOR MASTERTON

We want your feedback on our proposed climate actions for the Masterton District.



Masterton District Council is taking up the challenge of climate change action in two ways. Firstly, we developed an internal Corporate Emissions Reduction plan in 2021 which sets out the ways our Council will reduce our climate pollution as an organisation. And secondly, we established a Community Focus Group to help us draft a Climate Action Plan for the Masterton District, which is the focus of this consultation with the wider community.

We are wanting feedback on Masterton District's proposed climate actions. The ways you can provide your feedback or speak to the Council are detailed on pages 4 and 5 of this consultation document. Your feedback is invited up until 4.30pm Monday 1 August 2022.



OUR CHANGING CLIMATE

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

Climate scientists have proven climate change is real and is the result of human activity¹. We are already experiencing negative impacts in the Masterton District through more severe droughts, abnormally high-rainfall events causing flooding, and coastal erosion². Without concerted action, the impacts will only get worse. We also know that some of the impacts are already locked in, and we need a plan to adapt to these changes³. Localised climate impacts need local solutions. We can adapt to the increasing and evolving changes heading our way using local people, local infrastructure, and local knowledge.

The science of climate change is clear, and we need to act with urgency to reduce our emissions. 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 around the world, disrupting our climate. The Earth naturally releases carbon dioxide but the extreme levels of carbon dioxide and other greenhouse gases now entering the atmosphere are caused by us. We need to reduce this pollution because it is making our planet increasingly unsafe to live on⁴.

Using more energy sources that don't add to heat-trapping, i.e wind and solar power, we can get the climate functioning the way it should. We need to use this climate-friendly energy in our homes, cars, farms, and businesses. We need to dramatically reduce the amount of pollution we are putting into the atmosphere.

WHY WE NEED TO ACT

Like many countries, New Zealand's economy grew on unhindered fossil fuel use, and today others are paying the price for that. The latest international advice shows approximately 3.3 to 3.6 billion people on the planet live in contexts that are highly vulnerable to climate change⁵. New Zealand has very high per-capita (per person) rates of climate pollution compared to other countries. If we didn't have such a small population then our emissions total would be among the highest in the world. If all small countries like Aotearoa New Zealand act ambitiously then one third of the global climate pollution would be reduced. That means that each region in Aotearoa New Zealand must do their part in reducing our emissions. It's up to all communities in Aotearoa New Zealand to help reduce our national total by shifting to zero carbon ways of living as quickly as possible.

As a country, we have already committed to significant climate action. Our Government signed up to the United Nations Paris Agreement in 2015 which says we must try to keep global warming to no more than 1.5 degrees Celsius globally⁶. We have already reached an average warming globally of 1.1 degrees Celsius above pre-industrial levels.

Parliament unanimously voted for the Zero Carbon Act in 2019, which set up a framework for how Aotearoa New Zealand will reduce our emissions until 2050. The Zero Carbon Act needs everyone, including councils and local communities, to take collective action to help stop climate change⁷.

Because the urgency of the problem has become clear, climate change policies (regional/national/global) are now coming thick and fast. To avoid this becoming overwhelming and confusing to keep up with, we need to support our community with these policies in mind and design local low-emission practices that work for us as a district. We have already started on our journey to a low-emissions, cleaner future.

¹ IPCC 2021 - [ipcc.ch/report/ar6/wg1/](https://www.ipcc.ch/report/ar6/wg1/)

² GWRC climate resources - [gw.govt.nz/environment/climate-change/impacts-on-our-region/](https://www.gwrc.govt.nz/environment/climate-change/impacts-on-our-region/)

³ IPCC 2022 - [ipcc.ch/report/ar6/wg2/](https://www.ipcc.ch/report/ar6/wg2/)

⁴ IPCC 2021 - [ipcc.ch/report/ar6/wg1/](https://www.ipcc.ch/report/ar6/wg1/)

⁵ IPCC 2022 - [ipcc.ch/report/ar6/wg2/](https://www.ipcc.ch/report/ar6/wg2/)

⁶ Paris Agreement - unfccc.int/process-and-meetings/the-paris-agreement/the-paris-agreement

⁷ Climate Change Response (Zero Carbon) Act 2019 - parliament.nz/en/pb/bills-and-laws/bills-proposed-laws/document/BILL_87861/climate-change-response-zero-carbon-amendment-bill

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.

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

Local experts are telling us that climate change is happening and impacting our district now, and that we can all help stop it. Change is possible, and by acting with others we can create system change which goes beyond the impacts of our individual action. This climate work will require action from all parts of our community, and in partnership with mana whenua - Ngāti Kahungunu ki Wairarapa and Rangitāne o Wairarapa.

Our community has a chance to prioritise taking care of each other and our environment by becoming a low-carbon district. At a practical level, we need to consider how we are moving around our district, how we are using energy, and how we are consuming and distributing food.

Fighting climate change can be more than reducing emissions. We can use this transition to a low-carbon district as a chance to reduce current inequities that will be exacerbated by climate change. As the Council, we need to plan for the dual challenges of population growth and worsening climate impacts, while balancing changes required with the community priorities, including helping those who are living in poverty or struggling to meet their daily needs.

Climate solutions can look like localised food networks with less transport pollution, and more local, fresh food available for the community. They can also look like building or retrofitting for energy efficient houses to create less air pollution and make for warmer, drier homes that keep people healthy. Climate action will mean adjusting the ways our community lives and works but will give us the opportunity to build a more resilient and fair community going forward.

⁸ MDC Corporate Carbon Emissions Reduction Strategy - mstn.govt.nz/wp-content/uploads/2021/03/Corporate-Carbon-Emissions-Reduction-Plan_FINAL_2021.pdf



CREATING OUR MASTERTON DISTRICT CLIMATE ACTION PLAN

Following the development of our internal Corporate Emissions Reduction plan, which sets out the ways our Council will reduce our climate pollution as an organisation, we set out to looking at the best ways we could develop a Climate Action Plan for the Masterton District. The Council wanted to take a co-development approach to this work via the establishment of a Community Focus Group to help draft a Climate Action Plan for the Masterton District. We expect our Climate Action Plan to complement climate and environmental actions that come from Iwi Management Plans that are being developed by mana whenua.

OUR COMMUNITY FOCUS GROUP

The group was formed in July 2021 after taking expressions of interest from the community. Ten participants were selected for the focus group by a panel of elected members and iwi representatives. They were selected based on their collective range of different backgrounds, including forestry, farming, climate science, social science, government policy, mana whenua perspectives, and involvement in community initiatives. 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. These themes were:

1. Transport – how we move around the district using less climate-harming emissions.
2. Energy/Electricity – how we power our homes and businesses through renewable energy.
3. Built Environment – how we design and retrofit for low-emission construction and create infrastructure that is resilient to climate impacts.
4. Natural Environment – how we protect our native biodiversity through climate solutions.
5. Waste and Circular Economy – how we reduce our consumption and repurpose old items.
6. Agriculture and Primary Industries – how we promote and support a low-emission transition in the rural sector and remove local barriers to action.
7. Water – how we adapt to increasing severe floods, droughts, storms, and changes in rainfall.
8. Equity and Culture – how we ensure our plan doesn't increase current inequities in our district but helps build a more resilient and fair community.

Masterton District Council and our Community Focus Group have developed a list of proposed climate actions and we are now seeking feedback on these draft actions from our community. The list of the proposed 118 actions are available on our website and will be made available alongside hardcopies of this consultation document.



The Council is inviting feedback from the community on our proposed climate actions from Friday 1 July 2022 through to Monday 1 August 2022.

COME AND SPEAK TO US!

We are running a series of webinars and drop-in sessions to provide opportunities to hear more about the climate action plan process, proposed actions and how you can have your say:

EVENT	DATE	TIME	VENUE
Online webinars to provide an overview of the proposed climate actions	Tuesday 5 July and Tuesday 19 July	5:30-6:30pm	Online via Zoom Links to join will be available at: mstn.govt.nz
Online Youth session	Date TBC	Time TBC	Online via Zoom Links to join will be available at: mstn.govt.nz
Drop-in sessions to discuss the proposed climate actions	Wednesday 6 July Wednesday 13 July	12-1:30pm	Masterton District Library 54 Queen Street
	Saturday 16 July	9am-12pm	Farmers Market, Solway Showgrounds
	Sunday 24 July	12 noon - 2pm	Skatepark Queen Elizabeth Park

Opportunities to speak with the Council and staff in person will take place in line with the Covid-19 protection framework.

PROVIDE US WITH WRITTEN FEEDBACK!

There are three submission forms you can choose from to give feedback on the proposed climate actions.

- A short submission form to give general feedback if you are short on time.
- A medium-length submission form where you can give feedback on each climate action theme e.g. water, waste.
- A longer submission form where you can give feedback on each of the 118 proposed climate actions.



Complete one of our online submission forms at: mstn.govt.nz



Email your submission or feedback to: submissions@mstn.govt.nz



Phone us on 06 370 6300 between 9am and 5pm Monday to Friday (excluding public holidays).



Download or pick up a submission form from the Masterton District Library or customer service centre at 161 Queen Street. Post it to Masterton District Council, PO Box 444, Masterton 5840, or drop it off to our customer service centre.

HEARING

For those wanting to formally present their views to the Council, a hearing will be held on Wednesday, 10 August 2022. You will need to indicate on your submission form that you would like to participate in the Hearing.

WE NEED YOUR SUBMISSION BY 4:30PM MONDAY 1 AUGUST 2022

SHOWCASING CLIMATE WORK IN ACTION

We want to celebrate the great work that is already happening in our district to combat climate change. We have included a section at the end of each submission form for you to tell us who in our community is already doing this work well. We will choose some of those climate heroes to feature in the final Climate Action Plan.

WHAT HAPPENS NEXT?

Following the July-August 2022 consultation period, all feedback received will be considered by the Council. A Council hearing will be held on Wednesday 10 August 2022 and subsequent deliberations meeting on Wednesday 24 August 2022. We expect a final Climate Action Plan to be adopted by the Council in early September 2022.

PHONE

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

EMAIL

submissions@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

FINAL PROPOSED CLIMATE CHANGE ACTION LIST - JUNE 2022

Below is the list of proposed actions, developed by the Climate Change Community Focus Group in conjunction with the Masterton District Council (Council).

The proposed actions are split into nine themes:

- 1) Coordinated Regional Approach - how we take a coordinated and strategic approach to climate change in the Greater Wellington Region.
- 2) Transport – how our community moves 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 & Primary Industries – how we promote and support a low-emission transition in the rural sector by removing local barriers to action.
- 9) Equity & Culture – how we ensure our plan does not increase current inequities in our district but helps build a more resilient and fair community.

In total, 118 proposed climate actions have been selected for community consultation, that are split across the nine theme areas. Each theme also has an overarching goal and sub-goals to indicate the direction and purpose of the proposed actions. We are asking to the community to provide feedback on these goals.

For each theme (above) the proposed actions have been divided into the following three categories:

- A) Council leading / instigating / facilitating the actions to take place. Ideas or projects that are within Council’s remit to control (e.g. district plan changes).
- B) Council advocating for action from central government, businesses, or industry. Asking for support from other entities that have the power, funding, or mandate to help the Masterton District make changes, for example submitting on changes to central government policy or partnering with industry for local energy or transport projects.
- C) Council supporting other groups, organisations, or individuals to act. Providing advice, mentorship, funding, or connections to community projects and people who are developing climate change initiatives in the District.

Please note – each theme has a section at the beginning titled ‘work already in progress/planned’. This section outlines current or future work the Council already intends to complete. The ideas listed in that section are not part of the consultation, but rather to give context as to what is already in the Council work programme and why those ideas may be missing from the proposed actions list.

1) COORDINATED REGIONAL APPROACH

How we take a coordinated and strategic approach to tackling climate change in the Greater Wellington Region.

Goal

- Connected regional approach to mitigating and adapting to climate change which allows for knowledge sharing and uses Council resources/staff capacity wisely.

Sub-goal

- Utilise the current and future regional projects to feed into council decision making around climate change mitigation and adaptation.

WORK ALREADY IN PROGRESS/PLANNED

Action
Council to participate in the development of a regional climate change impact assessment (2022).
Council to participate in the development of a regional emissions reduction strategy (2022).

PROPOSED NEW ACTIONS

Number	Action	Council to lead (or instigate / facilitate) Council to advocate Council to support Potential partners/collaborators?
COUNCIL TO SUPPORT OTHERS		
1	Council to develop a coordinated climate action implementation approach with Mana Whenua, other Wairarapa district councils and Greater Wellington Regional Council.	Masterton District Council to support Greater Wellington Regional Council and local councils in the region
2	Council to participate in the development of a regional climate change adaptation strategy.	Masterton District Council to support Greater Wellington Regional Council and local councils in the region

2) TRANSPORT

How our community moves around the District using less climate-harming emissions.

Goal

- Increase uptake of low-emissions, active and public transport options in the Masterton District.

Sub-goals

- Masterton District Council reduces own organisational carbon footprint from transport.
- Masterton District Council supports the community to transition to low emissions transport.
- Improve the Public Transport Network (buses, shuttles, and trains) to get people out of cars as much as possible in a rural area.
- The Masterton District has well designed streets and roads that minimise transport emissions.
- Improved active transport networks (footpaths, cycleways, and walking tracks) to encourage alternatives modes of transport.

WORK ALREADY IN PROGRESS/PLANNED

Action
Council moves to a mostly EV work fleet by 2025 (excluding current diesel fleet vehicles that won't be able to be converted under current technology).
Council to adopt a fully electric corporate vehicle fleet by 2030 (provided mature technology is available).
Council to investigate and evaluate options for off-road and high-performance electric vehicles.
Council to incorporate E-bikes into the fleet.
Where Air Travel is needed by Council staff, the Council off-sets carbon associated with these flights.
Council to advocate for increased rail capacity for freight and commuter trains in/out of the Wairarapa.
Council to develop the Five Town Trails Network (cycling) to allow for commuter and school student active transport.

PROPOSED NEW ACTIONS

Number	Action	Council to lead (or instigate / facilitate)
--------	--------	---

		Council to advocate Council to support	Potential partners/collaborators?
COUNCIL LED			
3	Council to create 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/South, Town Centre, Masterton East, Masterton West, and Lansdowne. The network should connect in with the Wairarapa regions Five Town Trail Network cycling infrastructure project.	Masterton District Council to lead local projects. Masterton District Council to advocate to Waka Kotahi for State Highway sections.	
4	Council to facilitate the installation of more publicly available EV infrastructure throughout the District including both urban and rural areas, including: - promotion of the current EV charging stations to the community more, - installing EV charging stations in urban Masterton, and - installing EV charging stations in rural hubs such as schools and coastal settlements.	Masterton District Council to facilitate. Masterton District Council to advocate to Greater Wellington Regional Council, Destination Wairarapa, central government and business sector for support and funding.	
5	Subsidise bikes for Community Services Card holders.	Masterton District Council to lead. Masterton District Council to advocate to central government and business sector for funding.	
6	Commission study of current and potential 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, and - potential incentives.	Masterton District Council to lead in partnership with Greater Wellington Regional Council.	
7	Support pilot initiative(s) to test outcomes of public transport study.	Masterton District Council to lead in partnership with Greater Wellington Regional Council.	
8	Reduce speed limits on Masterton District Council-managed rural roads to mitigate carbon emissions and improve access for cyclists and pedestrians.	Masterton District Council to lead.	

9	Improve throughflow in urban Masterton to reduce traffic congestion at peak times, which will reduce emissions as idling traffic is a significant source of climate pollution.	Masterton District Council to lead local projects. Masterton District Council to partner with Waka Kotahi for SH2 and bypass.
10	Determine the District's 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.	Masterton District Council to lead in partnership with Greater Wellington Regional Council.
11	Council to require all council contractors to use low carbon vehicles or offset their transport emissions.	Masterton District Council to lead.
COUNCIL TO ADVOCATE		
12	Council to advocate for the creation of safe cycle lane between main centres in 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.	Masterton District Council to advocate to Waka Kotahi and Greater Wellington Regional Council.
COUNCIL TO SUPPORT OTHERS		
13	Council to support a provider to hire out a pool of bikes to school students each year.	Masterton District Council to support local provider. Masterton District Council to bid for central government and business sector funding.
14	Council to encourage uptake of lower or no emissions vehicles, e.g. working with advertisers and dealerships to promote EVs, hybrids and low emissions vehicles.	Masterton District Council to support local businesses.
15	Council to support local businesses to opt for lower transport emissions. For example, businesses which transition to an EV fleet and use solar for vehicle energy charging are given rates rebates.	Masterton District Council to support local businesses.

3) ENERGY

How we power our homes and businesses through renewable energy.

Goal

- Masterton District has transitioned to zero-emissions energy sources.

Sub-goals

- Masterton District Council follows energy efficient practices.
- Masterton District Council promotes ways for community members and businesses to be more energy efficient (including community education).

WORK ALREADY IN PROGRESS/PLANNED

Action
Key project: Masterton District Council to conduct an energy audit of council facilities.
Masterton District Council to reduce organisational energy waste as set out in Corporate Emissions Reduction Strategy.

PROPOSED NEW ACTIONS

Number	Action	Council to lead (or instigate / facilitate) Council to advocate Council to support Potential partners/collaborators?
COUNCIL LED		
16	Council to determine the District's current energy use and monitor changes to establish the effectiveness of the Climate Action Plan.	Masterton District Council to lead.
17	Council to develop a programme of information on energy efficiency for the community to easily access.	Masterton District Council to lead.

		Masterton District Council to advocate to central government and business sector for funding.
18	Council to support wider conversion to LED lighting across the District.	Masterton District Council to lead.
19	Council to install solar and/or wind generation infrastructure on appropriate MDC buildings and ensure all Masterton District Council buildings are well insulated.	Masterton District Council to lead.
20	Council to investigate the potential for greater utilisation of roof areas for solar power generation. Showcase opportunities through pilots on public assets. Address current barriers to uptake and investigate incentives. Research: - what are the best options for different locations and building types, - how they could benefit energy generation in the Wairarapa, and - where the most gains are in terms of energy generation.	Masterton District Council to lead.
COUNCIL TO SUPPORT OTHERS		
21	Council to support residents to convert to energy efficient products.	Masterton District Council to support. Masterton District Council to advocate to central government and business sector for funding.
22	Council to support businesses to convert to renewable energy and efficient lighting and heating products.	Masterton District Council to support. Masterton District Council to advocate to central government and business sector for funding.
23	Council to promote alternative energy development in the District and support rural development of alternative energy production, e.g. micro-hydro, wind, solar, biomass.	Masterton District Council to support community initiatives. Masterton District Council to advocate to central government and business sector for funding.

4) WATER

How we adapt to increasingly severe floods, droughts, storms, and changes in precipitation rates.

Goal

- Masterton District has biologically healthy rivers which provide for our local communities, and our flora and fauna.

Sub-goals

- Masterton has access to enough water to service a growing population.
- Masterton is prepared for increasingly severe water hazards/risk (floods, droughts, storm events).
- Masterton District Council has a clear picture of the health of the rivers district's rivers, including what parts are improving and what parts need urgent attention.
- Our community have a clear understanding of the health of our district's rivers and know what work is being done to improve them.

WORK ALREADY IN PROGRESS/PLANNED

Action
Masterton District Council undertake emissions reduction work on wastewater and wastewater treatment process as set out in the Corporate Emissions Reduction Strategy.

PROPOSED NEW ACTIONS

Number	Action	Council to lead (or instigate / facilitate) Council to advocate Council to support Potential partners/collaborators?
COUNCIL LED		

24	Council to identify council assets that are within projected flooding and sea level rise changes 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.	Masterton District Council to lead in collaboration with regional climate change impact assessment work.
25	Council to map climate impacts (sea level rise/coastal erosion, flooding, fire risk etc) across the three district areas – Coastal, Rural, and Urban.	Masterton District Council to lead in collaboration with regional climate change impact assessment work.
26	Council to determine approach to risk mitigation (such as adaptive design and planning pathways as recommended by the Ministry for the Environment). Use those changes in risk to educate the community on what the council needs to do next to mitigate the issues.	Masterton District Council to lead.
27	Council to undertake measures to mitigate the effects of flooding and sea-level rise.	Masterton District Council to lead in collaboration with Greater Wellington Regional Council.
28	Council to ensure Masterton District has a reliable and safe water supply.	Masterton District Council to lead in collaboration with regional water entities. Masterton District Council to collaborate and support during sub-regional and regional strategic planning processes.
29	Council to ensure climate projections are used in planning for water resources infrastructure (dams, rivers, groundwater, pipelines, water races).	Masterton District Council to lead in collaboration with Greater Wellington Regional Council.
30	Council to incentivise residents to install rainwater tanks (non-potable).	Masterton District Council to lead.
31	Council to update internal extreme weather response to make it fit for purpose with new climate change impacts.	Masterton District Council to lead in collaboration with the Wellington Region Emergency Management Office (WREMO).
32	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.	Masterton District Council to lead in collaboration with the Wellington Region Emergency Management Office (WREMO).

33	Council to ensure new stormwater infrastructure is designed for increasing frequency of extreme weather events.	Masterton District Council to lead in collaboration with regional climate change impact assessment work.
34	Council to investigate the potential for greater utilisation of roof areas for water capture. Showcase opportunities through pilots on public assets. Address current barriers to uptake and investigate incentives. Research: - what are the best options for different locations and building types, and - how they could benefit stormwater management, rainwater harvesting and food growing in the Wairarapa.	Masterton District Council to lead.
35	Council to identify options for reducing risk from flooding, including riparian planting, stop banks, wetlands, restrictions on building. Also in 'Natural Environment' section.	Masterton District Council and Greater Wellington Regional Council to lead.
COUNCIL TO ADVOCATE		
36	Council to advocate to Greater Wellington Regional Council to monitor and model climate impacts on the water system to understand the resilience of the network.	Masterton District Council to advocate to Greater Wellington Regional Council.
37	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. Also in 'Natural Environment' section.	Masterton District Council to advocate to Greater Wellington Regional Council.
COUNCIL TO SUPPORT OTHERS		
38	Council to support development of new water storage infrastructure or expansion of existing infrastructure, including the use of nature-based solutions.	Masterton District Council to support.
39	Council to help identify options to reduce the frequency of toxic blooms in waterways. Also in 'Natural Environment' section.	Masterton District Council to support Greater Wellington Regional Council and Mana Whenua.

5) WASTE

How we reduce our consumption and repurpose old items.

Goal

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

Sub-goals

- Keep green waste and 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.

WORK ALREADY IN PROGRESS/PLANNED

Action
Masterton District Council to reduce organisation office waste as directed in the Corporate Emissions Reduction Strategy.
Encourage the adoption of innovation, green technology and circular solutions, and support suppliers as they transition to a lower carbon economy.

PROPOSED NEW ACTIONS

Number	Action	Council to lead (or instigate / facilitate) Council to advocate Council to support Potential partners/collaborators?
COUNCIL LED		
40	Council to provide green waste mulching and composting service for the wider community.	Masterton District Council to lead.
41	Council to investigate the best way to deliver domestic organic waste collection in the District.	Masterton District Council to lead.
42	Council to expand the current resource recovery operations in the District and build on that infrastructure. Foster a culture around 'repair not replace' in the District. Council to create	Masterton District Council to lead.

	ways to encourage our community to repair more and buy less. Council could facilitate training or 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.	
43	Council to investigate specific actions for reducing our rural waste. Council to provide education and alternatives to reduce the amount of people in rural areas who burn their household and farm waste, a practice that can contribute to carbon emissions. Council could provide alternatives for waste disposal in rural areas e.g. increase non-compostable rubbish collection points further out from town or develop more incentives for people to bring their non-organic waste to town. Council to encourage rural landowners / residents to compost their organic waste.	Masterton District Council to lead.
COUNCIL TO ADVOCATE		
44	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).	Masterton District Council to advocate landfill operator at Bonny Glen.
45	Council to lobby central government to put a small levy on bialge wrap importers which is then used to fund more effective recycling schemes to stop the plastic being burnt.	Masterton District Council to advocate to central government.
COUNCIL TO SUPPORT OTHERS		
46	Council to promote home composting.	Masterton District Council to support / partner with current or new community initiatives.
47	Council to promote collection of organic waste from businesses for composting.	Masterton District Council to support / partner with current or new community initiatives.
48	Council to promote redistribution of surplus food from restaurants and supermarkets, including supporting existing programmes such as Wai Waste.	Masterton District Council to support / partner with current or new community initiatives.
49	Council to reduce emissions linked to construction and demolition, including corporate full carbon accounting in all new builds and renovation (covered in more detail in the Built Environment section).	Masterton District Council to support construction industry.
50	Council to partner with organisations that are educating the community on the link between waste and climate change (including the connection between fossil fuel extraction and plastic, and localised food production and reduction in food 'air and road miles' (transport emissions)).	Masterton District Council to support existing or new organisations.

6) BUILT ENVIRONMENT

How we design and retrofit for low-emission construction and create infrastructure that is resilient to climate impacts.

Goal

- Reduce carbon emissions related to creating and maintaining infrastructure (including buildings) and ensure infrastructure is designed to withstand climate impacts.

Sub-goals

- Ensure the resilience of our district infrastructure from climate hazards (floods, droughts, heavy precipitation events, landslides, heat stress, wild fires). For example, prepare public areas, buildings and homes for extended heat waves.
- Reduce emissions on council building projects.
- Educate and support businesses and community on low emission building.

WORK ALREADY IN PROGRESS/PLANNED

Action
Develop and embed clear criteria and objectives around sustainability and carbon emissions reduction in all of our procurement processes including what is required from suppliers/contractors.
Develop and embed requirements for carbon reduction in all business case and project management processes and frameworks.
Embed the sustainability principles and incentivise sustainable technologies in the Wairarapa Combined District Plan (e.g. low carbon footprint buildings; energy efficiency; renewable energy use in buildings; enhanced green/sustainable urban/subdivision design, blue/green infrastructure).
Investigate opportunities for partnership with local developers to showcase a green/sustainable village/subdivision.

PROPOSED NEW ACTIONS

Number	Action	Council to lead (or instigate / facilitate) Council to advocate Council to support Potential partners/collaborators?

COUNCIL LED		
51	Council to retrofit existing Masterton District Council buildings with energy-efficient air conditioners.	Masterton District Council to lead.
52	Council to investigate opportunities for incorporating shade and covered walkways in design of public spaces.	Masterton District Council to lead.
53	Council to incorporate climate change considerations into Council procurement processes. Ensure Council's tenders have a weighting for climate change.	Masterton District Council to lead.
54	Council to use the development of the Youth Hub to investigate potential for low-emissions infrastructure and renewable energy generation on Council assets. Ideas could include installing solar panels with interactive display to use as a teaching tool and installing water conservation equipment and a composting toilet.	Masterton District Council to lead.
55	Council to utilise 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.	Masterton District Council to lead.
56	Council to investigate reduced building/compliance fees for proposed Green Star builds.	Masterton District Council to lead.
57	Commit Council to low emission building practices and day-to-day operations. Include emissions reduction performance targets and outcomes in the design and construction of infrastructure. Select and use third party green building and sustainable infrastructure rating tools to measure and reduce the environmental impact of our assets.	Masterton District Council to lead.
58	Council to identify from national and international examples of lessons learned on delivery of net zero energy buildings to inspire and enable easier and faster uptake of low-emission buildings.	Masterton District Council to lead.
59	Council to identify and remove barriers to low-emission design and construction, including council processes and enable other mechanisms such as incentivisation and upskilling.	Masterton District Council to lead and support local businesses with the uptake.
60	Council to investigate the potential for greater utilisation of roof areas for solar power generation. Showcase opportunities through pilots on public assets. Address current barriers to uptake and investigate incentives. Research: - what are the best options for distinct locations and building types, - how they could benefit biodiversity, energy generation, stormwater management, rainwater harvesting and food growing in the Wairarapa, and - where the most gains are in terms of energy generation.	Masterton District Council to lead.

61	Council to develop a deconstruction hub as part of the Resource Recovery Centre (covered in the Waste section) that provides infrastructure for industry to exchange key materials and share best practice expertise. Embed circular economic principles to address construction and demolition waste.	Masterton District Council to lead.
62	Council to embed 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.	Masterton District Council to lead.
63	Council to explore initiatives to reduce travel by adapting local venues for sporting and other events.	Masterton District Council to lead.
64	Council to use underused land for opportunities such as energy generation and carbon sequestration.	Masterton District Council to lead.
65	Council to explore the use of temporary assets to confirm community needs before any permanent infrastructure is built.	Masterton District Council to lead.
66	Council to assess climate change impacts for all new Council developments and infrastructure. Council to develop a framework that will allow staff to consider climate implications at each stage of project development.	Masterton District Council to lead.
67	Council to assess and support pathways to decrease construction of new infrastructure in known climate hazard/risk zones.	Masterton District Council to lead in collaboration with regional climate change impact assessment work already underway.
68	Council to adopt approaches to support decisions being made with reference to potential future climate impacts for new developments. One approach to consider which is supported by the Ministry for the Environment is the 'dynamic adaptive policy pathways' approach. 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.	Masterton District Council to lead in collaboration with regional climate change impact assessment work.
69	Council to ensure new stormwater infrastructure is designed for increasing frequency of extreme weather events. Also in 'water' section.	Masterton District Council to lead in collaboration with regional climate change impact assessment work.
70	Council to ensure clear climate hazard information is provided for developers and regulators.	Masterton District Council to lead in collaboration with regional climate change impact assessment work.
COUNCIL TO ADVOCATE		

71	Council to lobby for legislative support. Council to advocate to central government to update the Building Code to consider waste and climate impacts for full lifecycle of buildings, including deconstruction, and when consents are lodged. Council to advocate for central government to update the Building Code on a regular basis with all new buildings required to operate at net zero carbon by 2030. For example, establish binding agreements with central government to regularly review Building Code every two to three years.	Masterton District Council to advocate to central government
72	Council to encourage new builds to include effective climate control systems to allow for internal temperatures that can support health during heat waves.	Masterton District Council to advocate.
73	Council to use current and future research to determine whether emissions are reduced by repurposing construction waste or whether it is better to rebuild with sustainable materials.	Masterton District Council advocate to MBIE (Ministry of Business, Innovation and Employment) for clear guidance and to facilitate the local implementation for this guidance.
COUNCIL TO SUPPORT OTHERS		
74	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).	Masterton District Council to support local businesses and community members.
75	Council 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, efficient heating and lighting, and renewable energy generation.	Masterton District Council to support local businesses.
76	Council 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.	Masterton District Council to support local businesses.
77	Council to support businesses and residents to install energy efficient air conditioners (heat pumps).	Masterton District Council to support local businesses and community members.

7) NATURAL ENVIRONMENT

How we protect our native biodiversity through climate solutions.

Goal

- Enhance the capacity of the natural environment to sequester carbon and protect indigenous biodiversity from the impacts of climate change.

Sub-goals

- 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 supports community-led initiatives that enhance our natural environment in ways that provide more resilience to climate change for our native flora and fauna.
- Masterton District Council investigates ways to make our public spaces low emissions or carbon negative.

WORK ALREADY IN PROGRESS/PLANNED

Action
Council to increase indigenous tree plantings in road corridors, parks and open spaces.
Council to plant permanent forest on suitable council land for sequestration and to increase biodiversity.
Council to ensure the Wairarapa Combined District Plan review futureproofs a long-term management approach for our changing coastline.
Council to integrate connected, nature-based solutions in development planning; such as protecting, restoring or enhancing natural habitats or incorporating natural elements into built environment projects e.g. green infrastructure.
Council to ensure climate change impacts are embedded into Masterton District Council spatial planning.
Council to develop a guideline/plan for sustainable practices in parks and gardens.

PROPOSED NEW ACTIONS

Number	Action	Council to lead (or instigate / facilitate) Council to advocate Council to support

		Potential partners/collaborators?
COUNCIL LED		
78	Council to create a Climate Data Hub so that the District's climate change data and information is available to the public in one online space.	Masterton District Council to lead in partnership with Greater Wellington Regional Council and Mana Whenua.
79	Council to create a carbon map for the District to show where sequestration is occurring and may be enhanced (e.g. wetlands, local forestry).	Masterton District Council, Greater Wellington Regional Council, and Mana Whenua to lead
80	Council to create a map of climate risks for the District (floods, drought, storms, sea-level rise, heat stress, invasive/toxic species).	Masterton District Council to lead in collaboration with regional climate change impact assessment work already underway.
81	Council to identify options for reducing risk from flooding, including riparian planting, stop banks, restrictions on building. Also in 'water' section.	Masterton District Council and Greater Wellington Regional Council to lead.
82	Council to support initiatives to preserve and enhance natural carbon sinks, such as wetland and regenerating forest.	Masterton District Council to lead in partnership with Mana Whenua.
83	Council to investigate how to make carbon zero parks and recreation spaces using international and domestic examples.	Masterton District Council to lead.
84	Council and Greater Wellington Regional Council support the enhancement and legal protection (covenants) of our wetlands and forests.	Masterton District Council to lead in partnership with Mana Whenua and in collaboration with Greater Wellington Regional Council.
85	Council to ensure existing provisions and relationships to protect and enhance local biodiversity to address potential climate impacts.	Masterton District Council, Greater Wellington Regional Council, and Mana Whenua to lead
86	Council to establish biodiversity corridors in rural areas (e.g. in between farmland and monocrop pine plantations to allow native flora and fauna to move around the District) to provide migration pathways and enhance resilience to climate impacts (e.g. wildfires).	Masterton District Council and Greater Wellington Regional Council to lead.
87	Council to include biodiversity corridors when (re)designing urban areas.	Masterton District Council to lead.
88	Council to investigate options to plant up council land to offset carbon emissions based on current research.	Masterton District Council to lead.

COUNCIL TO ADVOCATE		
89	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. Also in 'water' section.	Masterton District Council to advocate to Greater Wellington Regional Council and central government.
COUNCIL TO SUPPORT OTHERS		
90	Council to provide support to community groups who are interested in being involved in restoration projects (e.g. our wetland and forest areas).	Masterton District Council to support existing or new community initiatives.
91	Council to continue to support EnviroSchools and other community initiatives to provide environmental education programmes which incorporate lessons on climate change impacts and solutions.	Masterton District Council to support existing or new community initiatives.
92	Council to help identify options to reduce the frequency of toxic blooms in waterways. Also in 'water' section.	Masterton District Council to support Greater Wellington Regional Council and Mana Whenua.
93	Council to identify options for protecting native vegetation and planted forests from wildfires, including firebreaks, and selective planting of fire-resistant species.	Masterton District Council to support Mana Whenua, Greater Wellington Regional Council, Department of Conservation and others

8) AGRICULTURE AND FORESTRY

How we promote and support a low-emission transition in the rural sector by removing local barriers to action. Many actions concerning our rural communities and primary industries are woven in the other themes. Other actions relevant to farming and forestry are included below.

Goal

- Remove local barriers to a transformative, low-emissions primary industries sector.

Sub-goals

- Ensure council policy helps not hinders the transition to a low-emissions primary industries sector.
- Provide education and support to help our rural community adjust to this transition.
- Promote regenerative agriculture methods to reduce carbon emissions and improve carbon storage in soils.
- Introduce initiatives that build resilience within the primary sector.
- Raise awareness of climate risks to agriculture and forestry.

WORK ALREADY IN PROGRESS/PLANNED

Action
Council to identify opportunities to sequester the equivalent carbon through forestry activities.

PROPOSED NEW ACTIONS

Number	Action	Council to lead (or instigate / facilitate) Council to advocate Council to support Potential partners/collaborators?
COUNCIL LED		
94	Council to meet with representatives of different forestry companies quarterly to discuss climate impacts on infrastructure e.g. increased storm damage. Assemble all relevant	Masterton District Council to lead in collaboration with forestry industry,

	companies in the room at once (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 and timing options of harvests. Look into if the rates forestry sector pays adds up to the road damage costs. Take guidance from this process happening in other regions.	Greater Wellington Regional Council, and Waka Kotahi.
95	Council to promote and celebrate good stories of what is already being done well in the District in the climate and primary industries space.	Masterton District Council to lead.
96	Council to work with industry and government partners to determine current emissions and sinks in the District and monitor how they are changing to establish if the Climate Action Plan is effective.	Masterton District Council to lead in collaboration with Greater Wellington Regional Council, industry, and central government.
COUNCIL TO ADVOCATE		
97	Council to encourage diversified tree planting for timber, so that planting and milling is not limited to the Pinus radiata (radiata pine) cycle.	Masterton District Council to advocate to industry.
COUNCIL TO SUPPORT OTHERS		
98	Council to draw on extensive local expertise to offer workshops on regenerative farming practices. The science is well established and there is a wealth of local knowledge (e.g. Earth School).	Masterton District Council to support Greater Wellington Regional Council.
99	Council to promote initiatives within the forestry sector that reduce carbon emissions. Encourage the use of mobile chippers and connect businesses that use wood chips for biofuels with forestry companies.	Masterton District Council to support industry.
100	Council to foster a 'right tree, right place, right time' culture of tree planting in the District. Ensure Council staff are well briefed to advise farmers on tree planting and Emissions Trading Scheme (ETS) credit availability for farm planting.	Masterton District Council to support Greater Wellington Regional Council.
101	Council to support farm-based and community tree planting by helping local native tree nurseries to scale up or become established and sourcing funds for tree purchases, planting and maintenance.	Masterton District Council to support Greater Wellington Regional Council to expand local programmes.
102	Council to work with national level (e.g. He Waka Eke Noa) and regional level (Greater Wellington Regional Council) agencies to upskill farmers and foresters on climate hazard mitigation (floods, drought, storms, wildfires, invasive species, heat stress, fewer frosts, etc.). One way to meet with farmers is through the catchment groups which have traditionally looked at flood control, and these could be expanded to look at broader climate	Masterton District Council to support industry initiatives and Greater Wellington Regional Council.

198

	hazards. He Waka Eke Noa (HWEN) is the primary sector climate action partnership aimed at reducing emissions and building resilience.	
103	Council to collaborate with local Health NZ (formerly District Health Board) teams to address mental health issues within the farming sector, who suffer the challenges of climate change impacts at the same time as navigating how to reduce their own climate pollution.	Masterton District Council to support local Health NZ and mental health services.

9) COMMUNITY EMPOWERMENT

How we ensure our plan doesn't 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. Encourage the community to take ownership of the Climate Action Plan to ensure local support for its implementation.

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.

WORK ALREADY IN PROGRESS/PLANNED

Action
Council to investigate a community climate action fund.
Council to seek opportunities for central government funding and grants.

PROPOSED NEW ACTIONS

Number	Action	Council to lead (or instigate / facilitate) Council to advocate Council to support Potential partners/collaborators?
COUNCIL LED		
104	Council to incorporate climate change (mitigation and adaptation) considerations into future community development projects.	Masterton District Council to lead.
105	Council to identify, support, and facilitate events to share climate change messages.	Masterton District Council to lead.

106	Council to develop a public education programme to engender community support for the Climate Action Plan implementation. Make connections to individuals that are locally framed - 'X is changing, and it has affected our community in these Y & Z specific ways'.	Masterton District Council to lead.
107	Council to use social media/ comms to highlight success stories and achievement of Climate Action Plan milestones.	Masterton District Council to lead.
108	Council to establish an independent Climate Reference Group within three months of the plan being adopted. The Climate Reference Group will identify key challenges, evaluate best practices, identify funding priorities (annually), and recommend revisions. It should be made up of community members from different parts of our district.	Masterton District Council to lead.
109	Council to support Climate Action Plan outcomes specific to vulnerable communities, providing consistent messages through regular channels and consultative processes.	Masterton District Council to lead.
110	Council to provide a climate change community fund that groups can access to implement climate actions and support zero-emissions community initiatives as opportunities arise. The Fund could use different categories for project selection including education, mitigation, adaptation, art, and activism.	Masterton District Council to lead.
111	Council to take account of cultural values when considering the impact of climate change and when proposing solutions to climate change.	Masterton District Council to lead.
112	Council to study the potential health and wellbeing implications of climate change in the District, in preparation for future action planning and resilience-building activity. Working with healthcare and community groups, Council to undertake a research project to understand the potential health and wellbeing impacts of climate change in the District. The research should utilise global and local evidence bases, trends and forecast data. The information should be used to better understand what resilience means in practice for the communities of the District. Focus on heat stress / flood resilience / water shortage / water contamination / invasive pests and diseases.	Masterton District Council to lead in collaboration with Health NZ (formerly District Health Board) and other local health providers.
113	Council to use Climate Change fund to subsidise heat pump installation, rain-water tanks, water-testing kits, invasive pest control, etc.	Masterton District Council to lead.
COUNCIL TO SUPPORT OTHERS		
114	Council to fund local groups to develop educational material relating to climate change and promote them in the community.	Masterton District Council to support.
115	Council to support a range of grassroots, innovative programmes that will support climate action.	Masterton District Council to support.

201

116	Council to help set up a forum for the voice of youth to be heard on climate related issues. Council to form a council funded climate change youth group with an event yearly (could be linked in with youth council).	Masterton District Council to support.
117	Council to support intergenerational groups where climate action can be fostered.	Masterton District Council to support.
118	Council to encourage individuals, whānau (family), schools, groups, businesses to establish their carbon footprint and to monitor how their climate actions serve to reduce their footprint. Council to support events to help groups determine their carbon footprints.	Masterton District Council to support community initiatives.

To:	Mayor and Councillors
From:	David Hopman, Chief Executive
Date:	29 June 2022
Subject:	Civic Facility Working Group Terms of Reference
DECISION	
<p>Recommendation:</p> <p>That Council</p> <ol style="list-style-type: none"> 1) Receives Report 083/22 Civic Facility Working Group Terms of Reference. 2) Approves the Civic Facility Working Group Terms of Reference. 3) Disestablishes the Civic Facility Project Committee and establishes the Civic Facility Working Group. 	

Purpose

The purpose of this report is to seek Council's approval to the Civic Facility Working Group Terms of Reference, to disestablish the Civic Facility Project Committee and to establish the Civic Facility Working Group.

Context

On 23 May 2022, Council received a reverse design brief and associated cost estimate of \$57.14M (\$71.3M with contingency) for the Civic Facility. The increase in cost from the \$30.8M estimate included in the Long Term Plan, together with plans to develop theatre spaces by the amateur theatre groups in Masterton, lead Council to agree to pause all design and build work on the project and to undertake complementary work that will assist the new Council (post October 2022) to identify options for consultation with the community to decide the future of the project.

The complementary work includes:

- Preparing a cultural narrative
- Discussing the Masterton Theatre option
- Preparing a funding strategy
- Continuing community engagement

Council also agreed that the Civic Facility Project Committee should be disestablished and a Civic Facility Working Group be established to undertake or supervise the complementary work. It delegated authority to the Chief Executive and Mayor to draft Terms of Reference for the Working Group, including membership, for the Council to approve.

Analysis and Advice

The draft Terms of Reference, including membership of the Working Group and the work programme, are included at Appendix 1 for Council's consideration.

Independent Chair and Community Membership

The proposed membership includes an independent Chair and two independent community representatives to be appointed by Council. This will be considered by Council in a separate report to this meeting.

Recommendation to Pause Community Engagement

The report to the Council meeting on 23 May 2022 included the following proposal to continue community engagement:

Continue community engagement. A communications plan for the project has been developed. This is a living document which has been updated as the project progressed. Council has been planning engagement through a "Your Place" campaign to ask:

- How would you like the new Civic Facility to reflect your own culture?
- What features would show you that this facility has been built with you in mind?
- What are the 'must haves' in the reverse brief for you?
- What have we missed that you'd like to see included as part of the new Civic Facility?
- Is there anything we could consider to create an even better facility for the future generations of Masterton?

The Chief Executive and Mayor recommend that the proposed community engagement be paused for the following reasons:

- Council is consulting with the community on a number of initiatives and policies over the July-September period and there is a risk that the community will become fatigued with consultation.
- Council will need to give the community the ability to have their say on whether to proceed with a civic facility and other available options in order for the consultation to be meaningful and to provide the incoming council with a representative account of community views. This may pre-empt options for the incoming council to agree for consultation as part of the LTP amendment.

The workstream has not, therefore, been included in the proposed Terms of Reference in Appendix 1. Should Council prefer to include the workstream, the following could be included in the TOR:

Continuing community engagement

A communications plan for the Civic Facility project has been developed and will be adapted to reflect the work programme to the local government elections and beyond. Council will commence a "Your Place" campaign in July to inform a civic facility and alternative options for the incoming Council's consideration. Officers will prepare a brief on engagement undertaken and responses received for the Working Group's agreement for the current Council's consideration.

Options

Options for Council to consider are summarised below:

Option	Advantages	Disadvantages
<p>1 Adopt the Terms of Reference for the Civic Facility Working Group, disestablish the Civic Facility Project Committee and establish the Working Group (recommended)</p>	<ul style="list-style-type: none"> • Council can progress the complementary work on the Civic Facility project to assist the incoming council to move ahead with options to consult with the public. • Community membership and an independent Chair for the Working Group will give the community and incoming council assurance of the integrity of the work undertaken. 	<ul style="list-style-type: none"> • No disadvantages identified.
<p>2 Do not adopt the Terms of Reference for the Civic Facility Working Group, disestablish the Civic Facility Project Committee and establish the Working Group</p>	<ul style="list-style-type: none"> • No advantages have been identified. 	<ul style="list-style-type: none"> • Work on the project will be delayed and options may not be developed in time for consultation as part of the corporate planning cycle.

Summary of Considerations

Significance, Engagement and Consultation

The construction of a new Civic Facility is a significant decision and would result in a new strategic asset for MDC. The provision of a Civic Facility has been consulted on with the community and the scope and budget has been included in the LTP 2021-31. The level of significance has been assessed as high as there will be a high level of community interest, a substantial effect on residential rates and on MDC's reputation.

Communications/Engagement

Council's decisions on the progress of the Civic Facility project will be communicated via media release and through Council-led social media and online channels as appropriate.

Financial

There will be financial implications resulting from the appointment of independent, community and iwi representatives to the Working Group. Some ancillary costs for external advisors may also accrue.

Implications for Māori

Embracing our Māori culture and multi-cultural community is an objective for a Civic Facility. While this decision does not give rise to or affect Treaty/Tiriti obligations, the intention is to work closely with iwi, hapū, and marae about their aspirations for Council facilities.

Environmental/Climate Change Impact and Considerations

One of the objectives for a new facility is “utilises Green Building design for efficiency and environmental benefit” and there is a strong commitment from Council to explore all possible options to deliver a building that is sustainable and efficient, now and for the future. By virtue of building a new facility it is expected that it would achieve a 4 green star rating, with the possibility of engaging the necessary resources to meet a 5 green star rating if desired.

Appendix 1

Civic Facility Working Group - Terms of Reference

Function

To supervise the Civic Facility work programme until the local government elections in October 2022 and agree the package of information to be provided to the Council.

Membership

The membership of the Working Group is as follows:

- Independent Chair, to be appointed by Council
- Kahungunu ki Wairarapa representative
- Rāngitane o Wairarapa representative
- Two independent community representatives, to be appointed by Council
- One technical specialist, for example with construction management or design experience, to be appointed by the Working Group

The Working Group will be supported by Council staff and external advisors if required

Frequency

The Working Group will meet as required

Civic Facility Work Programme

Review and brief for the incoming Council

The purpose of the review is to inform the incoming Council of the rationale for the progression of the project from 2016 to the current state so the Council can make informed decisions about next steps. Council staff will identify key decisions made by Council or its sub-ordinate bodies that have informed the scope of the civic facility, and document the nature of the information provided, options considered, decisions made and rationale for decision-making. Consultation undertaken to date with stakeholders and the community will also be included. The Working Group will prepare a brief advising the incoming Council of their conclusions and recommendations for the project based on the information reviewed.

Preparing the cultural narrative

The purpose of the cultural narrative is to document culturally important concepts to inform Council projects. The narrative will be used to progress the design of a Civic Facility or other redevelopment including the library and archive buildings. Work has commenced with Council staff and iwi representatives and the next stage is to establish a reference group for both iwi to develop the narrative. Ownership of the narrative remains with iwi. Once completed this will be provided to Council for their consideration

Co-ordinating with the Masterton Theatre Company

The Masterton Theatre Company (MTC) has released a concept design for a new Performing Arts Hub Whare Tapere o Whakaoriori for audiences up to 240 on the Harlequin Theatre site in Dixon Street. Council will liaise with MTC to explore a co-ordinated approach to the development of any facilities and funding opportunities. Officers will provide a brief on developments for consideration by the Working Group.

Preparing a funding strategy

Officers will work with funding advisors to develop a funding strategy which can be applied to a Civic Facility or other redevelopment including the library and archives. A strategy may include partnering with community funding providers to fund aspects of the project such as the library and archive facilities. The strategy will enable Council to identify funding opportunities early on and may influence the design or scope of a civic facility or other redevelopment. The work programme will be delivered by Council staff, contractors and external advisors as indicated. Officers will update the Working Group on the progress of the work programme and the Working Group will provide feedback to inform further progress. Officers will report on the work programme to Council.

Delegated authority

Power to approve

- The appointment of the technical specialist to the Working Group

Power to recommend to Council

- The brief following a review of the Civic Facility decisions and consultation

To:	Your Worship and Elected Members
From:	Karen Yates, Manager Governance and Strategy David Paris, Manager Finance
Endorsed By:	David Hopman, Chief Executive
Date:	29 June 2022
Subject:	Adoption of the Annual Plan 2022/23
DECISION	
<p>Recommendation:</p> <p>That Council:</p> <ul style="list-style-type: none"> a) adopt the 2022/23 Annual Plan including the rating funding impact statement b) adopt the associated 2022/23 Schedule of Fees and Charges; c) delegate authority to the Chief Executive to approve minor edits prior to publication of the Annual Plan 2022/23 document; and d) note that the final 2022/23 Annual Plan will be published within one month of its adoption. 	

Purpose

To seek Council adoption of the Annual Plan for 2022/23.

The annual Plan includes a separate schedule of Fees & Charges. The final plan once adopted provides a formal and public statement of Council's intentions in relation to the matters covered by the Plan and will set the rates requirement for the year. A copy of the 2022/23 Annual Plan document is included as Attachment 1 (provided under separate cover), noting final formatting and design work will be completed once the Plan is adopted. A copy of the 2022/23 Fees and Charges Schedule is included as Attachment 2.

Background

Under the Local Government Act 2002, Council must produce a Long-Term Plan (LTP) every three years. For the two years between each LTP (Years 2 and 3 of the LTP) an Annual Plan must be produced. In the third year a new LTP is developed.

The Annual Plan process provides an opportunity to review intended work programmes and associated budgets taking into consideration any new information and/or changing circumstances.

According to section 95(5) of the Local Government Act 2002 (the Act), the purpose of the Annual Plan is to:

- contain the proposed annual budget and funding impact statement for the year to which the annual plan relates;
- identify any variation from the financial statements and funding impact statement included in the local authority's long-term plan in respect of the year;
- provide integrated decision making and co-ordination of the resources of the local authority; and
- contribute to the accountability of the local authority to the community.

If there are no significant or material differences, and the plan essentially aligns with what was consulted on via the LTP process, no further consultation is required. The Plan can be prepared and adopted in accordance with Section 95.

The 2022/23 Annual Plan has been developed in alignment with the requirements of the Local Government Act 2002. It is a statutory requirement for the 2022/23 Annual Plan to be adopted by the 30 June 2022. Adoption by this date enables rates to be set for the coming year. Any delay in adoption would mean that Council would not comply with Local Government legislation and would not be able to set rates for the 2022/23 financial year until the Plan was adopted.

Discussion and Options

The Annual Plan 2022/23 document (Attachment 1) outlines Council's intended work programme and budget for 2022/23. The document also includes reference and a link to the 2022/23 Fees and Charges schedule (Attachment 2).

The 2022/23 financial year is Year 2 of the 2021-31 LTP. The work programme was developed and consulted on as part of the LTP process. The LTP was adopted on 30 June 2021. The Year 2 work programme has been reviewed as part of the 2022/23 Annual Plan process. A series of workshops have been held with elected members throughout the review process.

On 23 February 2022 Council resolved not to consult on the 2022/23 Annual Plan. The work programme for 2022/23 aligned with Year 2 of the 2021-31 LTP and no significant or material differences had been identified between the 2022/23 Annual Plan and year 2 of the LTP.

Given that, there was no legal requirement to consult on the annual plan.

Key Variations to the Work Programme

Key variations to the work programme compared to Year 2 of the LTP include:

- **Animal Shelter Redevelopment** – This project was scheduled for completion in 2021/22 but has been deferred to 2022/23. The budget provision has been carried forward from the current financial year.
- **Airport** – the timing of runway extension/construction remains dependent on land purchase negotiations. A re-forecast of the timing of this project has seen the construction phase move into 2022-2024.

- **Civic Facility** - In April 2022 revised cost estimates were received for the Civic Facility with an escalation in the cost of delivering the facility. Given that, in May 2022 Council resolved to undertake work that will assist the new Council (post October 2022) to identify options for consultation with our community and to decide on the future of that project. The budget has been re-forecast and \$300,000 included in the 2022/23 Annual Plan to support this work and further consultation.
- **Property** - A number of property renewals projects have been carried into the 2022/23 Annual Plan as circumstances have meant we have not been able to scope, engage contractors and complete them in 2021/22.

2022/23 Annual Plan Financial Considerations

Associated budgets have been reviewed as part of the 2022/23 Annual Plan process. Staff have worked hard to minimise the financial impact on our community, but we are in an inflationary environment and Council's costs are increasing as a result.

The average rates increase is 6.8%, after allowing for growth in the rating database of 1.8%. This is 1.2% more than was forecast for Year 2 of the LTP, but less than the financial limit set in Council's Financial Strategy.

Urban residential properties will average 6.8%. Rural properties will average 6.6%. Any changes to GWRC rates changes will be in addition to this.

Key drivers for the rates increase are:

- Inflation is higher than forecast – the CPI was 6.9% in March 2022 compared to 1.4% in December 2020 when we were preparing the Long-Term Plan.
- The impacts of inflation and supply challenges on capital costs.
- The impacts of inflation and changing demand drivers (such as increased building and development in the district and increased demand for more online and digital services) on operational budgets.

Key budget variances compared to Year 2 of the 2021-22 LTP include:

- **Roading** – The roading budget has increased as per the LTP. This reflects the programme accepted by Waka Kotahi, the increased cost of maintaining agreed levels of service and includes provision to cover the difference in Waka Kotahi funding assistance that has been reduced from 58% to 57%.
- **Water** – The cost of urban water supply has increased to cover increased costs of service, which includes depreciation costs on water meters and holding costs of the Kaituna land purchase which will enable Council to expand water storage capacity for the urban area (as scheduled for Year 4 of the 2021-31 LTP).
- **Solid Waste** – The budgets reflect the increased volume of waste and recycling that is expected to be processed through the Transfer Station.

Fees and Charges Increase

Budget increases have been carefully balanced with projected increases in fees and charges. The Revenue and Financing Policy sets out where the Council will look for users of a service to pay directly versus funding via property rates. For the majority of fees and charges, the increase is no more than the rate of inflation. See Attachment 2 for the full 2022/23 Schedule of Fees and Charges.

Key exceptions include:

- Solid waste - fee increases reflect the increase in the Government’s waste minimisation levy (from \$20/tonne to \$30/tonne) and the inflationary impacts on our contracted operational costs.
- Regulatory services – some fees are increasing by more than inflation to better align with the cost of delivering these services for our community. Fees that are increasing include fees for food premise verifications, licences to operate some businesses, noise control call outs and removal of abandoned vehicles (charged to the offender), Building Warrant of Fitness fees (for commercial building owners), and some building and resource consent fees. Building Services are also introducing new fees to recover the cost of travel to more remote areas of the district and for time invested in assessing minor variations to building consents.
- Corridor Access Fees have not been reviewed for some time and are being adjusted over two years to align with the cost of providing this service. The new fees will include provision for inspections and administrative time rather than charging for these separately.

If we chose not to increase fees and charges for those who use these services, we would need to increase rates further, effectively subsidising delivery of these services.

Options Considered

Our review of the work programme and associated budgets for 2022/23 has identified some variations for Year 2 of the LTP, as discussed in this report. There were no significant or material differences and no legal driver for consultation at the time the decision was made not to consult.

Options for Council to consider are summarised below:

Option	Advantages	Disadvantages
1 Adopt the 2022/23 Annual Plan and Schedule of Fees and Charges (recommended)	<ul style="list-style-type: none"> • This would meet the legislative deadline for adoption. • This would enable Council to strike the rates for the 2022/23 financial year. 	<ul style="list-style-type: none"> • No disadvantages identified.
2 Do not adopt or defer adoption of the 2022/23 Annual Plan	<ul style="list-style-type: none"> • No advantages have been identified. 	<ul style="list-style-type: none"> • Council would not comply with requirements of the Local Government Act 2002.

Option	Advantages	Disadvantages
		<ul style="list-style-type: none"> • Council would not be able to set the rates for the 2022/23 financial year.

Option 1 is recommended for the following reasons:

Adopting the Plan will enable Council to meet its obligations under the Local Government Act to adopt an Annual Plan by 30 June, and will enable Council to set the rates for the 2022/23 financial year.

Supporting Information

Strategic, Policy and Legislative Implications

The Local Government Act 2002 (LGA) is the primary legislation for the Annual Plan. Schedule 10 Part 2 outlines information to be included in an annual plan. The Annual Plan meets these requirements.

Council's adoption of the 2022/23 Annual Plan will ensure that Council meets its obligations under the Local Government Act to adopt an Annual Plan for the 2022/23 financial year by 30 June 2022. It will also enable Council to set the rates for the 2022/23 year.

Significance, Engagement and Consultation

As no significant or material differences were identified between the 2022/23 Annual Plan and Year 2 of the 2021-31 Long-Term Plan, there was no legal requirement to consult at the time (23 February 2022) that decision was made. The Plan essentially aligns with what was consulted on last year as part of the 2021-31 Long-Term Plan process. A decision will be made by the new Council (post October 2022) regarding the future of the Civic Facility project following consultation.

Council undertook an 'inform' campaign to raise awareness of the 2022/23 annual plan, key variations compared to Year 2 of the 2021-31 LTP and key drivers for the rates increase.

The community were also given the opportunity to provide feedback on service level changes that they would like Council to consider for future plans.

Financial Considerations

The Annual Plan 2022/23 contains an average rate increase of 6.8% after allowing for growth in the rating base, compared to the 5.6% that was forecast for Year 2 of the 2021-31 Long-Term Plan. The increase is within the limit set in our financial strategy.

A key driver for the rates increase being more than forecast in the LTP is inflation. Council have worked hard to mitigate the impact of higher inflation and minimise cost increases across Council activities.

Rates are set based on the budget approved as part of the 2022/23 Annual Plan.

Treaty Considerations/Implications for Māori

No implications specific to Māori have been identified in relation to the recommendations made in this report being to adopt the 2022/23 Annual Plan. However, the projects and work programmes included in the plan will have implications for Māori, and other members of our community.

Communications/Engagement Plan

The adoption of the 2022/23 Annual Plan will be communicated to our community via the media and online. A copy of the 2022/23 Annual Plan will be available within one month of adoption, as required by legislation.

Environmental/Climate Change Impact and Considerations

There are no direct environmental impacts/considerations relating to the decision to adopt the 2022/23 Annual Plan.

**DRAFT FOR ADOPTION - ANNUAL
PLAN 2022/23 - COVER PAGE IMAGE
TO BE INSERTED**

CONTENTS

OVERVIEW - HE TIROHANGA WHĀNUI.....	3
MESSAGE FROM THE MAYOR AND CHIEF EXECUTIVE - TE KARERE NĀ TE KOROMATUA ME TE TUMUAKI.....	4
PURPOSE OF THE ANNUAL PLAN - TE HOAKETANGA O TE MAHERE Ā TAU.....	5
OUR PLAN IN BRIEF - TE WHAKARĀPOPOTONGA O TŌ TĀTOU MAHERE.....	6
WHAT YOU GET FOR YOUR RATES DOLLAR - KO TE HUA KA PUTA NĀ O REITI.....	11
WHERE THE MONEY COMES FROM - TE WHAKAWEHEWENGHA O TE PŪTEA.....	12
WHAT'S HAPPENING THIS YEAR - HE AHA NGĀ MAHI O TE TAU NEI.....	14
COUNCIL ACTIVITIES.....	17
ROADS, STREETS, FOOTPATHS AND PARKING AREAS - NGĀ HUARAHI WAKA, ARA-HIKOI, ME NGĀ TŪRANGA WAKA.....	18
WATER SUPPLIES (URBAN AND RURAL) - HOPUA WAI (TĀONE ME TE TAIWHENUA).....	22
WASTEWATER SERVICES - RATONGA WAI PARU.....	26
STORMWATER - WAIMARANGAI.....	29
SOLID WASTE MANAGEMENT - TARI WHAKARITE PARAPARA.....	31
COMMUNITY FACILITIES AND PARKS - NGĀ WHARE O TE HAPORI ME NGĀ PAKA.....	34
REGULATORY SERVICES - MANA WHAKARITERITE.....	40
LEADERSHIP, STRATEGY AND CORPORATE SERVICES - MANA WHAKAHAERE ME NGĀ RATONGA ŌKAWA.....	45
FINANCIAL INFORMATION - NGĀ PĀRONGO PŪTEA.....	51
FORECAST FINANCIAL STATEMENTS - TE TIROHANGA WHĀNUI MŌ TE PUTEA.....	52
BENCHMARKS - NGĀ TAUMATA.....	63
FUNDING IMPACT STATEMENT - TAUĀKI Ā-PUTEA.....	64
REVENUE AND FINANCING POLICY - SUMMARY STATEMENT - KAUPAPAHERE Ā-PŪTEA.....	74
RATING FUNDING IMPACT STATEMENT - TAUĀKI Ā-PŪTEA O NGĀ REITI.....	77
SCHEDULE OF FEES AND CHARGES - NGĀ RĀRANGI UTU ME NGĀ UTU WHAKAHAERE 2022/23.....	88

OVERVIEW - HE TIROHANGA WHĀNUI

IMAGE TO BE INSERTED

MESSAGE FROM THE MAYOR AND CHIEF EXECUTIVE - TE KARERE NĀ TE KOROMATUA ME TE TUMUAKI

E ngā iwi, e ngā mātāwaka o Whakaoriori, tēnā koutou katoa.

We would like to introduce Masterton District Council's Annual Plan that outlines our key projects and activities for the 2022/23 financial year and associated budget.

The 2022/23 Annual Plan has been developed during a period of ongoing global and national challenges related to the COVID-19 pandemic including economic conditions, inflation, labour market and housing challenges.

We know these global and national challenges are impacting locally. We are very aware of the increasing cost of living for our community and have worked hard to minimise cost increases.

We are proud to be on track with our plans for 2022/23 and to continue to deliver the services and assets that we committed to in our 2021-31 Long-Term Plan - despite the challenging circumstances.

Over the next 12 months you will see progress with a range of projects including the renewal of the Waipoua Bridge on Colombo Road, delivery of our new Animal Shelter, tendering of work at Hood Aerodrome and the identification of options for Civic Facility consultation. We will also continue programmed maintenance and renewals work to look after our existing assets.

We will also be considering the way we move forward as an organisation through reforms such as the Three Waters and the review of the Future for Local Government, and the impact of those reforms on some of our key projects.

There will be many opportunities for conversations with our community over the year, and we strongly encourage you to get involved and have your say. One of the most important opportunities, of course, will be the local election on 8 October 2022.

The Chief Executive's Pre-Election Report will be available on our website in July. This will be a conversation starter for our community when considering the key issues that our Council and community are facing. We encourage to make sure you are enrolled to vote and take the opportunity to have your say on who represents you at the council table.

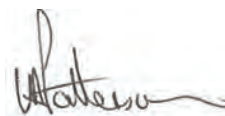
While the year ahead may remain uncertain with changes coming that will continue to shape our operating environment, we are as prepared as we can be, and we will continue to adapt as we need to.

One thing that won't change is our commitment to delivering great service and assets for the Masterton community.

Ngā mihi,



David Hopman,
Chief Executive

Lyn Patterson,
Mayor



PURPOSE OF THE ANNUAL PLAN - TE HOAKETANGA O TE MAHERE Ā TAU

Every three years we develop a Long-Term Plan (LTP) in consultation with our community. This sets our vision, direction, budgets and work programme for a ten year period. In June 2021, Masterton District Council adopted its 2021-31 Long-Term Plan.

While the Long-Term Plan provides a blueprint, things can change. For the two years between each Long-Term Plan, Council therefore develops an Annual Plan, which outlines how we will progress our Long-Term Plan in the coming year. The Annual Plan process provides an opportunity to review our work programme and enables flexibility to respond if changes are needed.

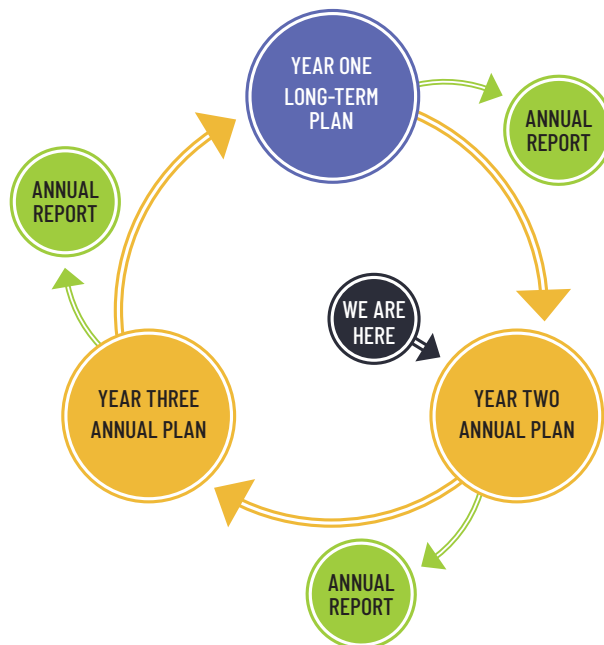
The 2022/23 Annual Plan is year two of the Long-Term Plan.

The purpose of the Annual Plan is to:

- Describe Council's activities for 2022/23 and the associated costs and funding;
- Demonstrate links between activities planned and the community outcomes of the Masterton district;
- Provide integrated decision-making and coordination of Council's resources; and
- Provide a basis for accountability of the Council to the community.

Each year we also produce an Annual Report which is our key accountability document. The Annual Report lets you know how well we performed against what was set in the Long-Term and Annual Plan. It outlines key decisions that were made, how we performed financially and against the performance measures that we set in the Long-Term Plan.

Copies of the 2021-31 Long-Term Plan and past Annual Reports are available on our website www.mstn.govt.nz.



OUR PLAN IN BRIEF - TE WHAKARĀPOPOTONGA O TŌ TĀTOU MAHERE

We are getting on with delivering the plan that we consulted on last year through the 2021-31 Long-Term Plan (LTP) process. There are a few variations to what we planned, and these are outlined below.

The average rates increase is 6.8 per cent. This is 1.2 per cent more than we projected for Year 2 of the LTP, but less than the 7.3% limit that we set in our Financial Strategy. The key drivers for this increase are:

- the forecast lift in roading and urban water expenditure,
- increasing costs to deliver services (inflation) and
- changing demand for some services.

The 2022/23 Annual Plan outlines Council's intentions for the coming year but does not bind Council to act. We will continue to monitor and respond to the external environment.

Inflation

Inflation is a 'hot topic' for New Zealand at the moment, impacting households and Councils across the country. Inflation is higher than we forecast for Year 2 of the Long-Term Plan. In the LTP we forecast 1.5% (which is based on BERL's mid-scenario for the Local Government Cost Index (LGCI)). In March 2022 the Consumers Price Index (CPI) was 6.9% compared to 1.4% in December 2020 when we were preparing our LTP. The LGCI was forecast to be 2.8% in 2021/22, but that was estimated in September 2021, so has proven to be well short. Nationally wage inflation was 2.6% in December 2021 (Statistics NZ). We have adjusted our budgets to reflect the increased costs we will be paying.

Capital Costs

Supply issues linked to the COVID-19 pandemic are impacting some of our capital projects: it can be harder to get some of the materials we need (e.g. water pipes); and because of that, the cost of those materials is increasing. We haven't materially changed our capital programme but those supply issues and increasing costs may mean we deliver less with that budget (e.g. fewer kilometres of pipe or road renewals) and/or some projects may not be delivered on schedule.

Operational Costs

The higher inflation rate is driving up the cost of delivering services for our community. For example, higher fuel costs are increasing some contract costs such as waste collection and disposal and maintaining our parks and green spaces.

Changing demand is also impacting in some areas:

- Increased building and development in Masterton has increased demand for building and planning services. Consent numbers have been increasing and we have additional responsibilities under new legislation, like earthquake prone buildings. We have had to invest to keep up with demand and maintain the service.
- Growing demand for more digital and online services has been accelerated by COVID-19 lockdowns and restrictions. In response, we are increasing our communications capacity, developing more digital services

in the library, continuing to digitise council records, automating more processes, and improving digital security.

- With population growth and behaviour change we are receiving more recycling. This means it will cost us more for processing those recycling volumes.

Key 2022/23 Annual Plan Projects

Key 2022/23 Annual Plan projects include:

- Identifying options for consultation to decide the future of the Civic Facility project.
- Submitting our application to the High Court to sell (preferred option) or lease (if selling is not approved) vacant land at Panama Village for the development of public housing.
- Delivering our new animal shelter.
- Progressing the review of the Wairarapa Combined District Plan, with community engagement scheduled for November 2022; and
- Promoting and supporting the 2022 local elections to be held on 8 October.

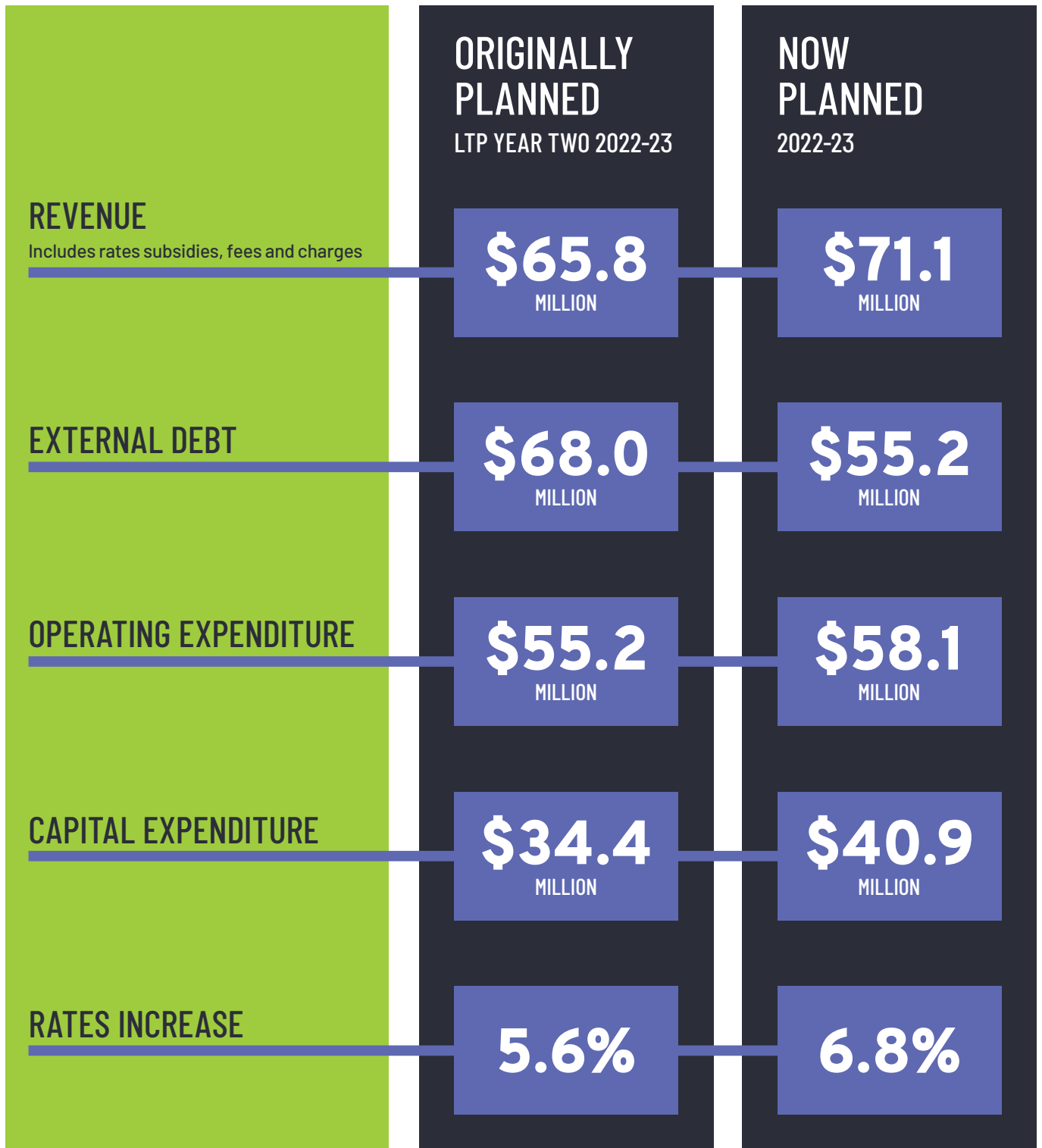
More information about these projects is included in the *What's happening this year* and the *Council activities* sections of the Annual Plan.

Rates Increase

The LTP projected we would need to increase rates revenue by 5.6 per cent for the 2022/23 financial year. After incorporating budget changes, we have achieved a final average rates increase of 6.8 per cent after allowing for growth in the rating base of 1.8 per cent.

The rates impact will vary across the different property types, with variations between urban and rural properties (an average increase of 6.8 per cent for urban and 6.6 per cent for rural).

The Council's operating expenditure budget for 2022/23 is \$58.1 million (LTP yr2 = \$55.2 million) and its capital expenditure budget is \$40.9 million (LTP yr2 \$34.4 million).



Key Changes

Listed below are some of the key changes from Year 2 of the LTP that are included in the 2022/23 Annual Plan:

- Operational budgets across the range of Council activities have been increased reflecting inflationary effects.
- Projected revenue has been increased in alignment with fee increases. Most fees are increasing by no more than inflation. In some areas where we have not increased fees for some time and/or we are not recovering the cost of delivering services, fees have increased by more. This includes corridor management fees in our roading activity and some regulatory service fees such as fees for food premise verification, licences to operate some businesses, Building Warrant of Fitness fees (for commercial building owners), and some building and resource consent fees. Solid waste fee increases reflect the increase in the Government's waste levy as well as the inflationary impacts on our operational costs. The alternative to increasing fees is to increase the rates subsidy for these services, which the Council has chosen not to do.
- We have identified potentially unspent rates funding from the 2020/21 year and have built that into the 2022/23 budget. We have continued with the LTP financial strategy of smoothing the rates increases across the ten years. In year 2 we have utilised some \$1.85 million of funding internally borrowed from our reserve funds and will repay these funds in the last five years of the LTP.
- We anticipate interest expense on term debt to be less than expected as external debt at 30 June 2022 is less than the allowed for in the LTP. Also, Council has fixed a large proportion of the interest rates on loans which mitigates the impact of market interest rate changes in 2022/23.
- The capital programme for Community Facilities includes a number of projects that were scheduled for 2020/21 but will carry over to 2022/23. Some stormwater, wastewater and drinking water pipe renewals that were scheduled for 2020/21 have also been carried forward to 2022/23, along with roading renewal budgets. A lack of contractor availability to complete the work has contributed to these carry forwards.
- We have also made adjustments to capital budgets for the timing of some projects including the following (further detail on key projects is included under What's Happening This Year):

What's Changed:	LTP Budget for Year 2:	2022/23 Annual Plan Budget:	What this means for Masterton:
Given revised estimates for the Civic Facility are higher than we originally consulted on, we will be identifying options for consultation to decide the future of the Civic Facility project.	Provision of \$10,160,000 was included for the Civic Facility. This assumed external funding of \$4 million, with the balance to be loan funded. Council will not be loan funding this amount in 2022/23.	\$300,000 to progress work to inform the new Council and develop options and for consultation.	This work will provide the new Council (post October 2022) with information to identify options for consultation and to enable a decision on the future of the Civic Facility project in the new term.
The requirement to undertake an LTP Amendment to inform the High Court application to sell (the preferred option) or lease (if sale is not approved) the vacant land at Panama Village for the	Provision of \$3,352,800 capital expenditure was allowed to support new housing development on the vacant land at Panama Village, externally funded.	The 2022 LTP amendment revised the capital provision to \$1.082 million to support infrastructure that will be needed to enable housing development should the High Court allow Council to	Selling the vacant land at Panama Village (if approved by the High Court) on the condition it is used for public housing will mean more affordable housing options for our community.

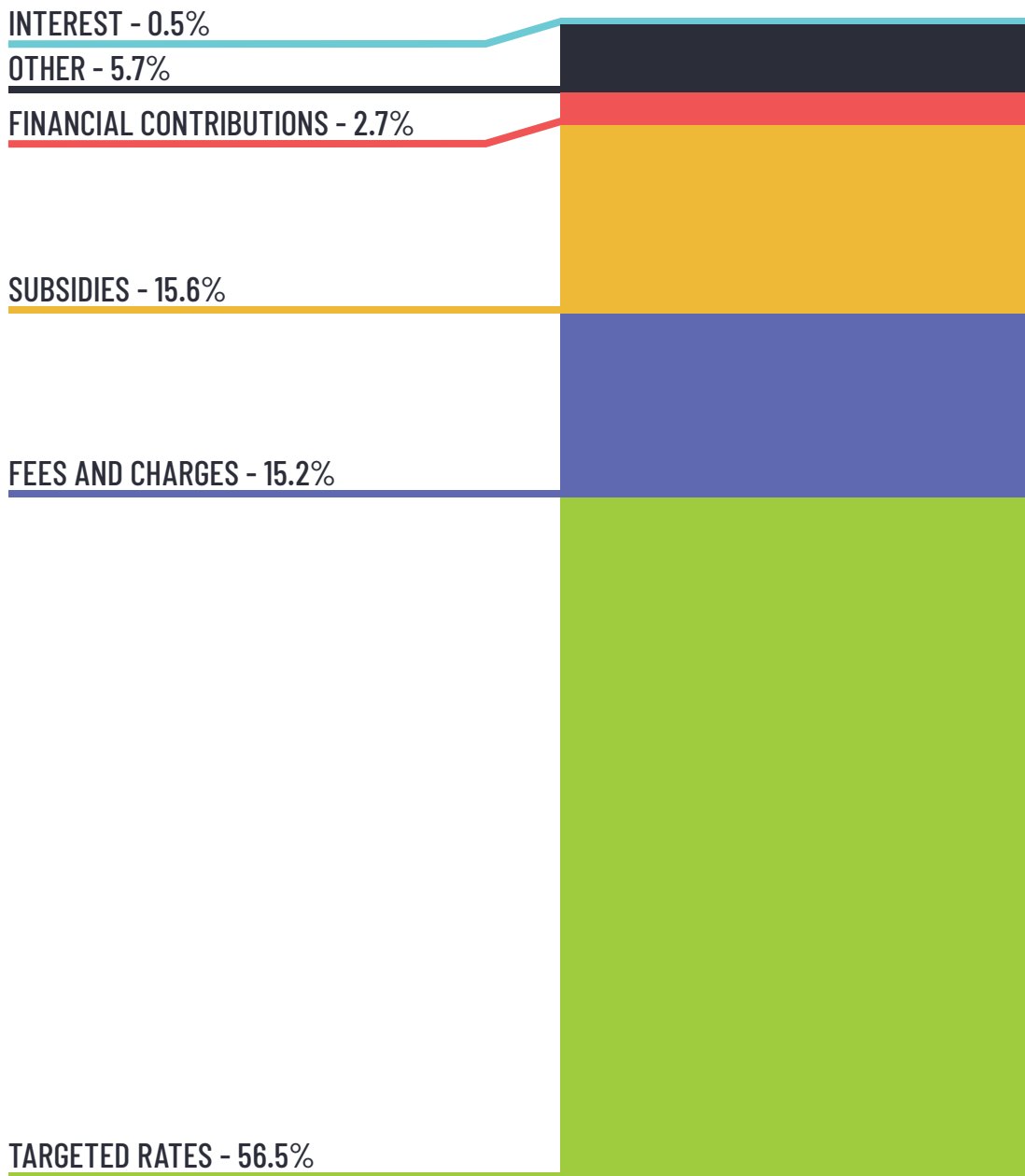
development of public housing has resulted in changes to the timing and budget for this project.		sell the vacant land. The land sale has been allowed for in the 2022/23 year.	
The animal shelter will now be completed in 2022/23 (carried forward from 2021/22) and will meet all critical MPI (Ministry of Primary Industries) animal welfare standards.	There was no provision for the animal shelter in 2022/23 as this was scheduled for completion in 2021/22. \$1.3 million was included in the 2021/22 budget.	\$1.4 million (loan funded) in 2022/23 to complete the animal shelter.	We will have a new animal shelter that meets essential MPI standards and offers a better level of service for our community.
Some construction at Hood Aerodrome as part of the aerodrome development will now occur in 2022/23 (carried forward from 2021/22). A runway extension that was scheduled to commence in 2021/22 is dependent on the purchase of land. That is now more likely to commence during 2023/24.	\$1,015,385 for runway widening and development. \$585,759 for runway construction and road realignment.	\$3.2 million for airport runway and precinct upgrades. \$2.5 million for runway widening and development. \$1,010 million (loan funded) for hangar area expansion.	We will have an improved aerodrome, supporting resilient air transport infrastructure for the Wairarapa. This could attract a passenger service in the future and will ensure we meet the long-term air transport needs of our community.
Parking meters were scheduled for replacement in 2022/23, however this has been rescheduled to better align with the Town Centre redevelopment which is to commence in 2024/25 (Year 4 of the LTP).	Provision of \$406,400 to replace parking meters.	\$20,000 provision for parking meter replacement. This will provide for replacement parts if needed for existing meters and investigating options for the future regulation of parking in Masterton.	This will mean no change in the short term. Options for replacing parking meters will be explored and if replacement meters are identified as the preferred solution, implementation will be programmed to align with the Town Centre redevelopment.

WHAT YOU GET FOR YOUR RATES DOLLAR - KO TE HUA KA PUTA NĀ O REITI

This is what your 2022/23 monthly rates pay for based on an average-value Masterton property (including GST):

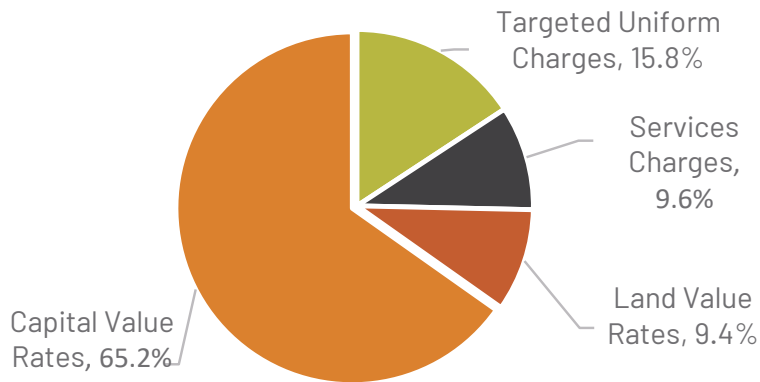


WHERE THE MONEY COMES FROM - TE WHAKAWEHEWENGA O TE PŪTEA

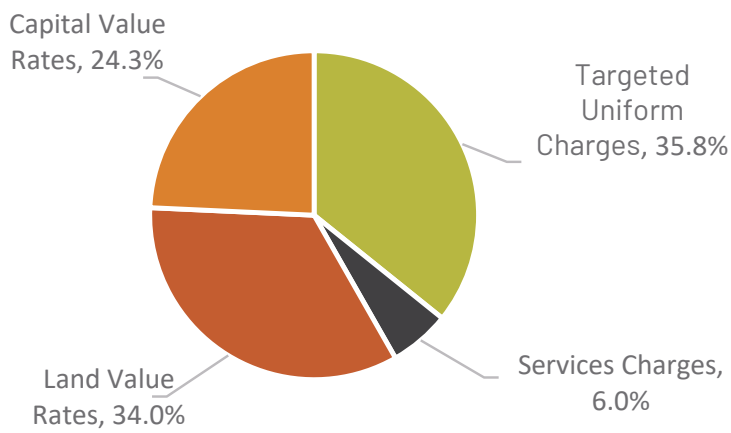


Breakdown of Targeted Rates

URBAN RATES \$33.5m (incl GST)



RURAL RATES \$10.6m (incl GST)



Urban Rates \$ 33.5 million (incl GST)

- Targeted uniform charges, 15.8 %
- Services charges, 9.6 %
- Land value rates, 9.4%
- Capital value rates, 65.2 %

Rural Rates \$10.6 million (incl GST)

- Capital value rates, 24.3 %
- Targeted uniform charges, 34.0%
- Land value rates, 34.3%
- Services charges, 6.0 %

WHAT'S HAPPENING THIS YEAR - HE AHA NGĀ MAHI O TE TAU NEI

The following is a summary of what we will be prioritising in 2022/23:

CIVIC FACILITY

As part of the development of the 2021-31 Long-Term Plan (LTP) we consulted on funding for the new Civic Facility. At that time the estimated cost of the facility was \$30.8 million. The latest information we have from the Quantity Surveyor now estimates the cost at \$57.14 million, with a recommended construction contingency of \$14.2 million, which would lift the cost to \$71.3 million. Given the latest cost estimates, Council have agreed to undertake work to progress the project, including preparing a cultural narrative and funding strategy. A review of decisions since 2016 will also be undertaken. This work will provide the new Council (post October 2022) with information to identify options for consultation and to enable a decision on the future of the Civic Facility project in the new term. The 2022/23 Annual Plan includes provision of \$300,000 to enable the new Council to have the ability to consider options and consult further on those

HIGH COURT APPLICATION TO DEVELOP PUBLIC HOUSING

As part of the development of the 2021-31 Long-Term Plan (LTP) we agreed to make vacant land at Panama Village available for public housing. In 2021/22 we undertook an LTP Amendment to enable that. We consulted with our community on either selling or leasing the vacant land for public housing. The purpose of the LTP amendment consultation process was to inform our High Court application, which is required because the conditions of the original bequest do not allow the land to be sold. The outcome of that process is that in 2022/23 we will be seeking High Court approval to sell the vacant land (the preferred option) or lease the vacant land (if sale is not approved) on the condition it is used to develop more public housing for our community. If the High Court approve our application, we will proceed with selling the vacant land for public housing. If the High Court do not approve our application, we will undertake further consultation with our community regarding the lease option.

LOOKING AFTER OUR ANIMALS

In 2022/23 we will start building the new Animal Shelter (deferred from 2021/22). The new facility will meet all essential MPI (Ministry for Primary Industries) Animal Welfare standards. The cost of building the facility to meet every MPI Animal welfare standard, and building material costs, has increased. We are fortunate in that we are building on land already owned by Council so all costs are solely related to the new build. We have revised the scope and prioritised all critical elements to reduce the cost impact of this project while still delivering a safer and more user-friendly facility for both animals and our staff. We will consider work to progress non-essential elements as funding allows. The new facility will enable a better level of service for dog owners and enhance community safety and wellbeing.

DEVELOPING HOOD AERODROME

Work will continue at Hood Aerodrome over the coming year with some construction work carried forward from 2020/21. We were successful in securing Provincial Growth Funding (PGF) to progress development that could attract a passenger air service in future. This development will ensure we meet the long term air transport needs for our community, including medical transport, resilience and tourism.

URBANISATION AND DEVELOPMENT

Work will continue to urbanise areas of Masterton where there has been growth and development, all funded by subdivision contributions. In 2022/23 there is provision of \$1,430,800 for water and wastewater in Millard Avenue; provision to start the roading upgrade in Millard Avenue (\$3.75 million in 2022/23), and to form a new road between Kitchener and Gordon Streets (\$1.29 million). Financial contributions from the developments that will benefit from the upgrades are also allowed for in revenue projections.

RENEWING OUR EXISTING ASSETS

A programme of renewals is planned in this financial year for our key infrastructure assets. Renewals for roads have an allocation of \$5.064 million. There is an ongoing programme of footpath upgrades that will be progressed, with a budget of \$0.581 million, and \$4.384 million allocated towards bridge renewals (including \$3.750 million for the Waipoua Bridge renewal) and minor improvement projects. In terms of the three waters, Masterton District Council has an ongoing programme of water main renewals with a budget allocation of \$1.8 million; a \$1.524 million allocation for sewer reticulation renewals; and \$0.475 million provision for stormwater renewals and upgrades.

RESPONDING TO THREE WATERS AND OTHER REFORMS

The Three Waters Reform, the Future of Local Government Reform and a range of environmental reforms are being progressed through central government. We are committed to sharing information about these reforms and assessing what they might mean for Masterton. We will also be seeking community feedback on critical decisions that need to be made along the way, starting in July 2022 when we will be asking for feedback on whether we should apply for the Three Waters Better Off funding, and if so, what projects we should include in our proposal. There is \$3.88 million available in Tranche 1 for projects that support the wellbeing of our community. If we want to apply, our proposal must be submitted before the end of September 2022.

LOCAL ELECTIONS

The next local election is on Saturday 8 October 2022. This election is for the Mayor and Councillors as well as the regional council and local community trusts; and for the first time, the Masterton District Council election will include a representative from a Māori Ward. We are responsible for promoting the election to make sure our community know how to enrol and vote for who represents them at the Council table. We are also responsible for supporting the procedural aspects of the election process, from taking candidate nominations to inducting the new Council after election day. Our Chief Executive's Pre-Election Report is intended to prompt discussion of the issues facing our Council and our community. This will be available on our website in July 2022.

PARTNERSHIPS WITH MANA WHENUA

Council is committed to strengthening and maintaining opportunities for greater decision-making between Council and mana whenua that go beyond minimum legislative requirements. In June 2022 Council appointed a Principal Iwi/Māori Manager to the Senior Leadership Team who will support us to realise that commitment. In 2022/23 we will be continuing our work with Iwi entities to progress the development and implementation of an Iwi/Hapū/Marae/Hapori Māori engagement framework. We will also be reviewing Memorandum's of Partnership (MOPs) with Rangitāne o Wairarapa and Kahungunu ki Wairarapa; and developing MOPs with Rangitāne Tū Mai Rā Trust and Kahungunu ki Wairarapa Tāmaki Nui ā Rua Settlement Trust (the two Post Settlement Governance Entities).

WAIRARAPA DISTRICT PLAN REVIEW

We are currently working with Carterton and South Wairarapa District Councils to review the Wairarapa Combined District Plan which contains rules to manage development in the region. The operative District Plan was written a decade ago and must be reviewed every 10 years. The review is looking at whether the District Plan is still applicable, reflects the values of our communities today and aligns with legislative changes over the last ten years, particularly around climate change and the Resource Management Act reforms. There will be opportunities for our community to have a say when the draft district plan is released for public consultation and engagement, planned for November 2022.

CLIMATE CHANGE ACTION

In 2022/23 we will be implementing Council's Corporate Carbon Emission Reduction Plan and the District Climate Change Action Plan. These Plans include actions from across the organisation and in the wider community to mitigate and/or adapt to climate change.

POLICY AND STRATEGY REVIEWS / DEVELOPMENT

A range of policy reviews are scheduled for 2022/23 that will require community input including the review of the Wairarapa Local Alcohol Policy; the Wairarapa Gambling and TAB Venues Policy; and our Masterton District Council Smokefree Policy and Easter Sunday Trading Policy (dependent on central government decisions). We are also developing a Public Art Policy, completing a refresh on our Rangatahi Strategy and will be preparing for a rating review.

LONG-TERM PLANNING FOR OUR FUTURE

After the new Council is inducted, we will start working with them to develop the 2024-34 Long-Term Plan (LTP). This will set our vision, direction, work programme and budget for a ten year period from 2024. The LTP provides an opportunity to take a longer term view of Council activities and services, the level of service we will provide, how we will fund that (general rates, targeted rates, fees and charges) and how we will measure our performance in delivering these services. There will be opportunities for community input into the LTP process as we progress that.

ENGAGEMENT AND CONSULTATION WITH OUR COMMUNITY

As we have noted under previous headings, there are a range of projects, policies, plans and decisions to be made that we will be talking to our community about over the next twelve months. All opportunities to have a say and information about the various topics for discussion will be listed on our website.

INFRASTRUCTURE & FINANCIAL STRATEGY SUMMARIES

Council's Financial and Infrastructure Strategies were adopted alongside the 2021-31 Long-Term Plan. The aim of the Financial Strategy is to maintain service delivery while ensuring financial stability. The Infrastructure Strategy sets out how assets are managed in order to ensure services are efficiently delivered to the district. More information on the Financial and Infrastructure Strategies is available in the 2021-31 Long-Term Plan.

COUNCIL ACTIVITIES

IMAGE TO BE INSERTED

ROADS, STREETS, FOOTPATHS AND PARKING AREAS - NGĀ HUARAHI WAKA, ARA-HIKOI, ME NGĀ TŪRANGA WAKA

We provide a safe and efficient local transport network throughout the Masterton district. This involves the construction, management and maintenance of road, street and footpath networks including pavements, bridges, traffic services, on and off street parking and streetlights.

Our Roads, Streets, Footpaths and Parking priorities for 2022/23 are:

- Renewing the Colombo Road Bridge over the Waipoua River. We have allowed \$3.75 million for that work, with the majority of the spend in 2022/23. There is also provision of \$0.534 million for other bridge renewals in the district.
- Forming the 'paper road' between Kitchener Street and Gordon Street to connect these streets. \$1.29 million has been allowed in the budget for this work.
- Starting work on the urbanisation of Millard Avenue. This work will take place over two years. \$3.7 million has been allowed in the 2022/23 budget.
- Upgrading the Northern and Southern entrances to our town as part of the broader programme of work to implement our Town Centre Strategy. Provision of \$0.565 million has been allowed for this work.
- Progressing our road renewal programme to improve the condition and safety. \$5,064 million has been allowed for roading renewals.
- Continuing work to improve our footpath network to meet community expectations. \$0.581 million has been allowed for footpath renewals in 2022/23.

The Roads, Streets, Footpaths and Parking non-financial performance measures are available in the 2021-31 Long-Term Plan.

ROADING			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$		\$	\$
	Operating Costs		
5,874,177	Road maintenance - subsidised	6,263,191	5,991,872
1,268,664	Road maintenance - non-subsidised	1,336,373	1,323,421
6,470,022	Depreciation	7,285,737	6,866,544
13,612,863		15,145,302	14,181,837
	Operating Income		
2,885,024	NZ Transport Agency subsidy (on maint)*	3,215,131	2,920,749
190,000	Local authority petrol tax	200,000	193,990
448,147	Other recoveries	2,396,000	452,683
3,523,171		5,811,131	3,567,422
	Appropriations		
(469,000)	Transfers from reserves	(461,800)	(400,000)
375,000	Tsfs to reserves - roading contributions	2,300,000	378,000
56,883	Provision for loan repayments	68,107	103,633
(5,708,600)	Reverse depreciation**	(6,678,600)	(6,228,700)
\$ 4,343,975	Rates Requirement	\$ 4,561,877	\$ 4,467,347

* Further subsidy income is shown in the Capital Expenditure Summary

** Most depreciation is reversed to arrive at the rates requirement. Renewals expenditure (shown in the Capital Expenditure Statement) is funded from current revenue.

*** Note the 2020/21 plan has now been restated so the Flood damage provision is now included in Road maintenance - subsidised

ROADING				
Annual Plan 2021/22	Capital Expenditure Summary	Source of Funds	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Capital Projects		\$	\$
	Subsidised Roding			
2,129,940	Roding Renewals - rural	Rates & Subsidy Depn Reserve,	3,404,687	2,204,687
1,278,900	Roding renewals - urban	Rates & Subsidy	1,659,844	1,459,844
1,400,000	Roding Renewals - rural (loan funded)	Rates & Loan	-	1,225,200
200,000	Roding renewals - urban (loan funded)	Rates & Loan	-	204,200
-	Bridge renewals	Rates & Subsidy Rates, Depn & Subsidy	204,200	204,200
549,000	Footpath upgrading [incl reseals]	Depn Reserve & Subsidy	581,583	548,583
285,000	Bridge - Waipoua River	Subsidy Depn Reserve & Subsidy	3,750,000	3,165,100
-	Bridge - Te Mara replacement	Depn Reserve, Rates & Subsidy	430,000	-
1,293,500	Rural/Urban Minor Improvement projects	Loan & Subsidy Depn Reserve & Subsidy	1,559,373	1,559,373
200,000	Mataikona front hill upgrade	Rates & Subsidy	-	-
-	Retaining wall - Kerosene Ridge	Subsidy	935,000	-
70,000	Cycleways	Rates & Subsidy	141,470	71,470
7,406,340	Total Subsidised Roding		12,666,157	10,642,657
	Non-subsidised Roding			
85,000	Carpark reseal	Depn Reserve	102,100	102,100
70,000	Under veranda lighting	Depn Reserve	-	-
500,000	Gordon Street upgrade	Subdiv Contrib	-	-
15,000	Urbanisation of Millard Ave - Roding	Subdiv Contrib	3,700,000	-
10,000	CBD Recycling Bins	Depn Reserve Loan/Development	10,000	-
100,000	Masterton Revamp	Contributions	102,100	102,100
17,792	Carpark Lighting - safety initiative	Subdiv Contrib	17,792	-
231,000	What's Our Welcome- North Entrance	Loan	185,000	-
121,000	What's Our Welcome- South Entrance	Loan	380,000	255,250
325,000	Chamberlain Rd upgrade	Subdiv Contrib	-	663,650
-	Kitchener to Gordon - link road	Subdiv Contrib	1,290,000	612,600
1,474,792	Total Non-subsidised Roding		5,786,992	1,735,700
8,881,132	Total		18,453,149	12,378,357
	Capital Funding			
(2,933,257)	NZ Transport Agency subsidy (roading)		(7,219,710)	(4,938,864)
(1,576,912)	Transfers from reserves		(7,319,342)	(3,052,035)
(1,380,000)	Loan funds		(667,100)	(1,172,108)
(5,890,169)	Total other funding		(15,206,152)	(9,163,008)
\$2,990,963	Rates Requirement (Capital)		\$3,246,998	\$3,215,350

ROADING			
Annual Plan 2021/22	Rates Requirement Summary	Annual Plan 2022/23	LTP Year 2 2022/23
\$			
5,985,730	Subsidised roading	6,410,574	6,302,595
1,134,210	Non-subsidised roading (urban)	1,165,307	1,083,906
214,998	Non-subsidised roading (rural)	232,994	296,196
\$7,334,938	Rates Requirement	\$7,808,875	\$7,682,697

WATER SUPPLIES (URBAN AND RURAL) - HOPUA WAI (TĀONE ME TE TAIWHENUA)

Water is provided to the urban reticulation system and the Waingawa industrial area. In rural areas, we support the provision of non-drinking and water race supplies as well as a small number of communally-owned water schemes.

We own and maintain a network of water mains, trunk mains, tanks, reservoirs and water treatment facilities at Kaituna and Tinui.

Our Water Supply priorities for 2022/23 are:

- Continuing to supply safe drinking water to the community.
- Urbanising the Millard Avenue water supply. Provision of \$180,000 has been allowed in 2022/23 for this work.
- Developing an equitable charging regime for the recently installed water meters.
- Progressing the ongoing programme of water main renewals with a budget allocation of \$1.8 million.
- Ongoing support for rural water supplies.

The Water Supplies non-financial performance measures are available in the 2021-31 Long-Term Plan.

URBAN WATER SUPPLY			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
1,555,855	Water treatment costs	1,542,397	1,530,956
1,211,166	Water reticulation costs	1,203,974	1,163,123
1,560,351	Depreciation	1,782,074	1,873,921
4,327,372		4,528,445	4,568,000
	Operating Income		
462,600	User charges	313,478	325,503
102,600	Internal Recoveries	111,200	104,139
565,200		424,678	429,642
	Appropriations		
(100,000)	Transfer from reserves	-	-
194,321	Provision for loan repayments	327,403	312,865
(264,300)	Reverse depreciation	(221,860)	(222,500)
\$ 3,592,193	Rates Requirement	\$ 4,209,309	\$ 4,228,723

RURAL WATER SUPPLIES			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
587,149	Rural water supplies & rates	271,182	289,886
125,164	Depreciation	154,855	162,376
712,312		426,036	452,262
	Operating Income		
514,318	Rural water scheme charges	226,000	226,337
	Appropriations		
6,539	Provision for loan repayment	6,944	6,849
(80,500)	Reverse depreciation	(69,650)	(93,900)
\$ 124,033	Rates Requirement	\$ 137,330	\$ 138,874

WATER SUPPLIES				
Annual Plan 2021/22	Capital Expenditure Summary	Source of Funds	Annual Plan 2022/23	LTP Amended Year 2 2022/23
			\$	\$
	Capital Projects			
	Urban water treatment			
\$				
50,000	WTP Consent Renewal - take	Depn Reserve	50,000	102,200
800,000	WTP sludge handling upgrade	Loan	-	-
150,000	WTP - plant & equipment renewals	Depn Reserve	98,000	97,090
120,000	WTP - plant & equipment upgrades	Depn Reserve	82,000	81,760
20,000	WTP - building renewals	Depn Reserve	20,000	20,440
796,500	Treated water storage - Nikau Heights Lans	External Funds	-	-
60,000	WTP SCADA and electrical upgrades - stimu	External Funds	-	-
70,000	Fish Inlet - Stimulus project	External Funds	-	-
45,000	Generator load bank - Stimulus project	External Funds	-	-
82,000	bulk tanker water supply terminal constructi	External Funds	-	-
2,193,500	Total Urban water treatment		250,000	301,490
	Urban water reticulation			
1,700,000	Water mains renewals (reticulation)	Loan/Depn Reserve	1,800,000	1,533,000
200,000	Water connections replacements	Depn Reserve	50,000	102,200
1,350,000	Water meters project completion	Loan	600,000	-
-	Urbanisation of Millard Ave	Subdiv contrib	180,000	613,200
600,000	Water main renewal - stimulus package	External Funds	-	-
3,850,000	Total Urban water reticulation		2,630,000	2,248,400
	Rural water supply			
30,000	Wainuioru water supply renewals	Depn Reserve	25,000	30,660
680,000	Wainuioru Water supply - UV system and filt	External Funds	-	-
5,000	Tinui water supply upgrades	Depn Reserve	-	-
30,000	Opaki water race consent renewal	Loan	-	-
745,000	Total Rural water supply		25,000	30,660
6,788,500	Total		2,905,000	2,580,550
	Capital Funding			
(1,795,000)	Transfers from reserves		(1,765,000)	(2,120,650)
(2,333,500)	External funds		-	-
(2,660,000)	Loan funds		(1,140,000)	(459,900)
(6,788,500)	Total capital funding		(\$2,905,000)	(\$2,580,550)
\$0	Rates requirement		\$0	\$0

WATER SERVICES			
Annual Plan 2021/22	Rates Requirement Summary	Annual Plan 2022/23	LTP Year 2 2022/23
3,592,193	Masterton urban water supply	4,209,309	4,228,723
42,565	Tinui water supply	52,463	44,520
61,763	Opaki water race	62,059	65,587
19,705	Miscellaneous rural water costs	22,809	28,767
\$3,716,226	Rates Requirement	\$4,346,640	\$4,367,596

WASTEWATER SERVICES - RATONGA WAI PARU

Wastewater services are provided to residential, commercial and industrial properties in the urban area, Waingawa industrial area, Riversdale, Castlepoint and Tinui. There are 9,531 wastewater connections.

This includes maintaining our network of pipes, pump stations, treatment plants, wetland cells and a waste stabilisation pond.

Our Wastewater Services priorities for 2022/23 are:

- Continuing renewal work on wastewater infrastructure. An allocation of \$1.524 million has been allowed for work in the urban area, and \$0.355 million for upgrades and renewals at Castlepoint and Riversdale.
- Improving wastewater services in the Millard Avenue area to urban standards. \$1.3 million has been allowed for this work.

The Wastewater Services non-financial performance measures are available in the 2021-31 Long-Term Plan.

WASTEWATER SERVICES - URBAN			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
1,736,920	Sewerage reticulation	1,283,238	1,191,267
2,402,054	Wastewater treatment	2,312,722	2,142,253
2,530,705	Depreciation	2,728,541	2,782,979
6,669,679		6,324,501	6,116,498
	Operating Income		
1,009,440	User Charges & lease income	499,993	579,208
	Appropriations		
(70,000)	Transfers from reserves	-	(50,000)
2,151,877	Provision for loan repayments	2,589,729	2,503,927
(1,200,000)	Reverse depreciation	(1,504,000)	(1,187,000)
6,542,116	Rates Requirement	6,910,237	6,804,218

WASTEWATER SERVICES - RURAL			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$		\$	\$
	Operating Costs		
106,087	Castlepoint sewerage scheme	123,233	108,786
183,656	Riversdale Beach sewerage scheme	173,039	170,788
17,765	Tinui sewerage scheme	14,384	17,770
385,639	Depreciation	425,589	420,107
693,147		736,245	717,452
	Operating Income		
30,154	User charges & other income	30,155	25,530
123,000	Riversdale Beach capital contributions	123,000	123,000
153,154		153,155	148,530
	Appropriations		
(55,000)	Transfer from reserves	(50,000)	(50,000)
153,908	Provision for loan repayments	162,751	162,609
(277,000)	Reverse depreciation	(297,100)	(257,000)
361,901	Rates Requirement*	398,741	424,531

* Note includes Riversdale Beach Sewerage Scheme capital contributions that are being paid off over 20 years via rates. Currently 32 properties.

WASTEWATER SERVICES				
Annual Plan 2021/22	Capital Expenditure Summary	Source of Funds	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Capital Projects		\$	\$
	Urban Sewerage system			
1,100,000	Sewer reticulation renewals	Depn Reserves/Loan	1,524,200	1,124,200
-	Urbanisation of Millard Ave	Subdiv contrib	1,300,000	817,600
152,000	Homebush plant & equipment renewals	Depn Reserve	55,000	51,100
450,000	Homebush aerators - stimulus project	External Funds	-	-
300,000	Homebush irrigation extension	Loan	300,000	-
2,002,000	Total Urban Sewerage system		3,179,200	1,992,900
	Rural Sewerage schemes			
-	Castlepoint wastewater upgrade	Reserves	200,000	204,400
-	Castlepoint wastewater plant consent upgra	Reserves	100,000	102,200
10,000	Castlepoint sewerage plant renewals	Reserves	15,000	10,220
30,000	Riversdale Beach scheme renewals	Depn Reserve	40,000	30,660
40,000	Total Rural Sewerage system		355,000	347,480
2,042,000	Total		3,534,200	2,340,380
	Capital Funding			
(300,000)	Loan funds		(300,000)	-
(450,000)	External funds		-	-
(1,292,000)	Transfer from reserves		(3,234,200)	(2,340,380)
(\$2,042,000)	Total capital funding		(\$3,534,200)	(\$2,340,380)
\$0	Rates Requirement (Capital)		\$0	\$0

WASTEWATER SERVICES			
Annual Plan 2021/22	Rates Requirement Summary	Annual Plan 2022/23	LTP Year 2 2022/23
\$			
6,542,116	Masterton urban wastewater system	6,910,237	6,804,218
87,024	Castlepoint sewerage scheme	113,111	120,387
207,095	Riversdale Beach sewerage scheme	220,319	238,546
44,300	Riversdale Beach capital contributions	45,729	41,442
23,482	Tinui sewerage scheme	19,582	24,155
\$6,904,017	Rates Requirement	\$7,308,978	\$7,228,748

Note: Includes Riversdale Capital Rates

STORMWATER - WAIMARANGAI

We own and maintain a network of pipes, manholes and river stopbanks along the Waipoua and Ruamāhanga Rivers. We also contribute to designated stopbank protection works on the Waipoua, Waingawa and Ruamāhanga Rivers.

Our Stormwater priorities for 2022/23 are:

- Renewing and upgrading stormwater systems, with a \$0.475 provision this year; and

The Stormwater non-financial performance measures are available in the 2021-31 Long-Term Plan.

STORMWATER			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
528,997	Stormwater	457,734	520,098
374,149	Depreciation	422,424	420,409
903,145		880,158	940,507
	Operating Income		
200,000	User charges & other income	-	-
	Appropriations		
(25,000)	Transfer from reserves	-	(100,000)
100,000	Transfer to reserves	-	-
36,122	Provision for loan repayments	41,883	41,078
(150,000)	Reverse depreciation	(80,000)	(90,000)
664,267	Rates Requirement	842,041	791,585

STORMWATER				
Annual Plan 2021/22	Capital Expenditure Summary	Source of Funds	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Capital Projects		\$	\$
	Stormwater			
380,000	Stormwater renewal & upgrades	Depn Reserve	320,000	306,600
-	Projects to Increase LOS	Loan	155,000	153,300
100,000	Stormwater consent	Depn Reserve	-	-
180,000	Improve flood protection	Depn Reserve	-	-
660,000	Total Stormwater		475,000	459,900
	Capital Funding			
-	Loan funds		(155,000)	(153,300)
(660,000)	Transfer from reserves		(320,000)	(306,600)
(\$660,000)	Total capital funding		(\$475,000)	(\$459,900)
\$0	Rates Requirement (Capital)		\$0	\$0

STORMWATER				
Annual Plan 2021/22	Rates Requirement Summary	Annual Plan 2022/23	LTP Year 2 2022/23	
664,267	Urban Stormwater	842,041	791,585	
\$664,267	Rates Requirement	\$842,041	\$791,585	



SOLID WASTE MANAGEMENT - TARI WHAKARITE PARAPARA

The current refuse collection and transfer station operations, gate fee collection, composting, and recycling services at Nursery Road, and in rural areas, are carried out under performance-based contracts let by competitive tender to the private sector.

We own, maintain and manage six closed landfill sites (Nursery Road, Riversdale, Castlepoint, Mauriceville, Hastwell and Tinui) and three transfer stations (Nursery Road, Castlepoint and Riversdale), including associated buildings and the weighbridge at the urban landfill.

Our Solid Waste Management priorities for 2022/23 are:

- Progressing a programme of renewals work at the Nursery Road Transfer Station. \$150,000 has been allowed in 2022/23 for this work.
- Undertaking landfill capping as part of a longer term programme of work with provision of \$20,000 in 2022/23.
- Implementing the Solid Waste Bylaw that has been developed with Councils across the Wellington region as part of the joint Waste Management and Minimisation Plan.

The Solid Waste Management non-financial performance measures are available in the 2021-31 Long-Term Plan.

SOLID WASTE MANAGEMENT				
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23	
\$	Operating Costs	\$	\$	\$
286,824	Urban refuse collection costs	331,955		289,482
2,452,617	Transfer station operation & refuse disposal	3,268,573		2,696,965
1,470,369	Waste minimisation (incl recyc & composting)	1,708,401		1,471,958
276,848	Rural waste operations	321,499		279,481
4,486,658		5,630,427		4,737,886
	Operating Income			
2,927,220	User charges - external	3,812,400		3,115,543
73,290	User charges - internal	159,000		76,419
180,000	Recoveries - waste levy	260,000		263,900
223,250	Recoveries from bag sales	220,000		243,600
3,403,760		4,451,400		3,699,462
	Appropriations			
(93,600)	Transfers from reserves	(30,000)		(43,600)
182,170	Provision for loan repayments	204,707		201,819
(150,000)	Reverse depreciation	(69,000)		(92,000)
\$ 1,021,468	Rates Requirement	\$ 1,284,734	\$	1,104,643

SOLID WASTE SERVICES				
Annual Plan 2021/22	Capital Expenditure Summary	Source of Funds	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Capital Projects		\$	\$
	Solid Waste Management			
60,420	Nursery Road landfill capping	Depn Reserve	20,320	20,320
200,000	Nursery Road transfer station renewals	Depn Reserve	150,000	-
260,420	Total Solid Waste Management		170,320	20,320
	Capital Funding			
-	Loan funds		-	-
(260,420)	Transfer from reserves		(170,320)	(20,320)
(\$260,420)	Total capital funding		(\$170,320)	(\$20,320)
\$0	Rates Requirement (Capital)		\$0	\$0

SOLID WASTE SERVICES			
Annual Plan 2021/22	Rates Requirement Summary	Annual Plan 2022/23	LTP Year 2 2022/23
625,539	Recycling collection	752,451	704,411
(157,652)	Refuse transfer station & landfill	(195,815)	(120,446)
299,233	Waste minimisation	432,599	264,035
254,348	Rural refuse services	295,499	256,643
\$1,021,468	Rates Requirement	\$1,284,734	\$1,104,643

COMMUNITY FACILITIES AND PARKS – NGĀ WHARE O TE HAPORI ME NGĀ PAKA

We provide and support a wide range of facilities and parks throughout the district for use by the community. The facilities we provide include:

- The library and archive;
- Property (74 senior housing units, 13 public toilets, seven rural halls, rural holding paddocks, small roadside forestry blocks, Mawley Park camping ground and other rental properties);
- 215 hectares of urban and rural parks, reserves and sportsfields;
- The Trust House Recreation Centre (including a stadium and a range of indoor and outdoor pools);
- Four cemeteries; and
- The Masterton Airport (Hood Aerodrome).

We also own the municipal building and town hall, although these are currently closed due to risks associated with the buildings' low earthquake rating.

Our Community Facilities and Parks priorities for 2022/23 are:

- Undertaking work on the Civic Facility project, including preparing a cultural narrative and funding strategy, and a review of decisions made since 2016. This work will provide the new Council (post October 2022) with information to identify options for consultation and to enable a decision on the future of the Civic Facility project in the new term. The 2022/23 Annual Plan includes provision of \$300,000 to enable the new Council to have the ability to consider options and consult further on those.
- Making vacant land at Panama Village available for the development of public housing. In 2022/23 we will seek High Court approval to sell (preferred) or lease (if sale is not approved) the land for public housing. We have allowed \$1.082 million in 2022/23 for infrastructure to support the housing development. We have also allowed \$500,000 to renew our existing housing stock.
- Progressing work at Hood Aerodrome to support resilient air transport infrastructure for the Wairarapa. Central government funding was secured in 2020 to support this five year programme of work. In 2022/23 we have allowed \$6.7 million of capital expenditure for redevelopment including widening of the runway, safety improvements and services to allow hangar developments.
- Continuing to improve our sports facilities. In 2022/23 we are upgrading the Pioneer and Douglas Villa Clubrooms; and progressing renewals work on the all-weather track at Colin Pugh Sportsbowl as part of a five year renewal programme.
- Continuing work on a Management Plan for Riversdale Beach. Work on the plan commenced in 2021/22.
- Developing a Reserve Management Plan for Queen Elizabeth Park. This work has been carried forward from 2021/22. The Plan will assist us with planning and prioritising work in the Park.
- Implementing our Parks and Open Spaces Strategy including progressing a partnership approach with mana whenua to MDC's parks and open spaces, working with Nuku Ora on the regional sports field strategy, beginning development of reserve management plans, researching and mapping the natural heritage features of the district parks and open spaces and use this understanding to guide future development and management.
- Expanding our recreation trails (\$114,000 has been allowed in 2022/23).
- Establishing a Youth Hub at the Skatepark.

- Streamlining our events booking process and requiring waste minimisation approaches at events.
- Relocating our archive, and investing in more shelving, with funding of \$630,000 carried forward from 2021/22.

The Community Facilities and Parks non-financial performance measures are available in the 2021-31 Long-Term Plan.

COMMUNITY FACILITIES & ACTIVITIES			
Annual Plan 2021/22	Rates Requirement Summary	Annual Plan 2022/23	LTP Year 2 2022/23
3,325,011	Parks, reserves & sportsfields	3,525,831	3,359,691
1,444,592	Trust House Recreation Centre	1,432,480	1,465,426
156,901	Cemeteries	195,827	179,644
539,813	District building	544,872	693,796
144,226	Housing for the elderly	169,556	150,994
331,196	Other rental properties	317,394	413,389
477,790	Public conveniences	493,173	468,960
149,645	Rural halls	144,446	141,065
31,002	Forestry	36,081	31,438
167,512	Mawley Park	163,894	169,091
314,244	Masterton Airport	327,891	499,329
1,911,475	Library	2,105,726	2,000,258
464,049	Archives	525,155	555,132
\$9,457,455	Rates Requirement	\$9,982,325	\$10,128,213

LIBRARY & ARCHIVE			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
1,797,569	Operating costs - Library	1,853,973	1,669,882
469,027	Operating costs - Archive	523,555	503,703
180,000	Depreciation - books	180,000	226,000
178,111	Depreciation - bldg, furniture & equip	149,193	205,359
2,624,707		2,706,721	2,604,943
	Operating Income		
170,505	Grants & donations	23,109	30,963
43,182	User charges & other recoveries	21,823	43,830
213,687		44,932	74,793
	Appropriations		
14,504	Provision for loan repayments	19,092	50,240
(50,000)	Reverse depreciation	(50,000)	(25,000)
\$2,375,524	Rates Requirement	\$2,630,882	\$2,555,391

	Analysis of Rates Requirement		
1,911,475	Library	2,105,726	2,000,258
464,049	Archive	525,155	555,132
\$2,375,524		\$2,630,882	\$2,555,391

PROPERTY			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
833,268	District Building	873,902	971,637
548,578	Housing for the Elderly	610,645	525,332
504,687	Mawley Holiday Park	516,632	505,513
1,009,826	Other Property	1,058,612	967,161
867,639	Depreciation	805,717	1,051,486
3,763,997		3,865,509	4,021,129
	Operating Income		
764	Rental income - Halls & Dist. Bldg	775	775
434,200	Rental income - Housing for Elderly	440,713	475,377
262,398	Rental income - Other Property	266,334	266,334
475,000	Mawley Holiday Park	487,200	487,200
0	Forestry harvest proceeds	-	-
30,000	Internal recoveries - forestry	37,500	30,450
626,793	Internal recoveries - offices rental	687,972	636,195
1,829,155		1,920,494	1,896,332
	Appropriations		
(60,000)	Transfers from reserves	(125,000)	(45,000)
303,342	Provision for loan repayments	349,400	356,737
(337,000)	Reverse depreciation	(300,000)	(367,802)
\$1,841,184	Rates Requirement	\$1,869,415	\$2,068,733

PARKS, RESERVES & SPORTSFIELDS			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
2,290,895	Parks & reserves maintenance	2,438,083	2,287,685
561,123	Sportsfields maintenance	606,837	570,405
957,166	Depreciation	784,226	1,070,265
3,809,184		3,829,146	3,928,355
	Operating Income		
31,202	Miscellaneous parks income	31,670	31,670
31,148	Sportsground rentals	31,615	31,615
62,350		63,285	63,285
	Appropriations		
(160,000)	Transfers from reserves	(135,000)	(175,000)
-	Transfers to reserves	-	-
107,577	Provision for loan repayments	131,969	129,021
(369,400)	Reverse depreciation	(237,000)	(459,400)
\$3,325,011	Rates Requirement	\$3,525,831	\$3,359,691

TRUST HOUSE RECREATION CENTRE			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
1,077,066	Recreation centre operating costs**	1,136,449	1,108,771
694,816	Depreciation	542,684	703,305
1,771,882		1,679,133	1,812,076
	Operating Income		
35,420	Grants & recoveries	31,000	35,951
	Appropriations		
28,130	Provision for loan repayments	29,347	29,301
(320,000)	Reverse depreciation	(245,000)	(340,000)
\$1,444,592	Rates Requirement	\$1,432,480	\$1,465,426

** Costs are net of user charge recoveries which go to the facility management contractor.

CEMETERIES			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
271,679	Cemeteries operating and maintenance	295,781	260,618
	Operating Income		
79,778	Burial fees and sale of plots	69,954	80,974
	Appropriations		
(35,000)	Transfer from reserves	(30,000)	-
\$156,901	Rates Requirement	195,827	179,644

MASTERTON AIRPORT (HOOD AERODROME)			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
444,251	Airport operation & maintenance	508,435	554,165
119,940	Depreciation	136,040	182,913
564,191		644,474	737,078
	Operating Income		
272,321	Leases and other income	301,619	286,563
	Appropriations		
(20,000)	Transfers from reserves	(20,000)	(20,000)
87,374	Provision for loan repayments	60,036	159,615
(45,000)	Reverse depreciation	(55,000)	(90,800)
\$ 314,244	Rates Requirement	327,891	499,329

REGULATORY SERVICES - MANA WHAKARITERITE

Regulatory Services involves delivering on our responsibilities under legislation, including:

- Resource management and planning;
- Building control;
- Environmental health and alcohol licencing;
- Bylaws;
- Parking control;
- Animal control; and
- Financial contributions and staffing support for civil defence and emergency management provided by the Wellington Region Emergency Management Office (WREMO).

Our Regulatory Services priorities for 2022/23 are:

- Completing the new animal shelter, deferred from 2021/22. Funding of \$1.4 million (loan funded) has been allowed in the current year to complete the build.
- Progressing the review of the Wairarapa Combined District Plan with community engagement scheduled for November 2022.
- Maintaining our Building Consent Authority Accreditation so we can continue to grant building consents and certify building work in our district. The next IANZ assessment is schedule for November 2022.
- Maintaining the Quality Management System that supports the provision of a good quality food verification service.
- Completing the identification of all remaining potentially earthquake prone buildings in our district and issuing Earthquake Prone notices on buildings that are confirmed as earthquake prone.
- Progressing swimming pool inspections in the urban and rural areas.
- Introducing and maintaining Territorial Authority Compliance Schedule and Building Warrant of Fitness (BWOF) auditing.

The Regulatory Services non-financial performance measures are available in the 2021-31 Long-Term Plan.

REGULATORY SERVICES			
Annual Plan 2021/22	Rates Requirement Summary	Annual Plan 2022/23	LTP Year 2 2022/23
991,705	Resource Management and Planning	1,170,205	1,018,161
657,845	Building Development	768,052	700,951
590,273	Environmental Services	648,301	573,950
255,502	Emergency Management	272,944	255,684
117,795	Animal Services	134,926	144,469
(24,509)	Parking Control	3,321	(34,936)
\$2,588,609	Rates Requirement	\$2,997,748	\$2,658,279

REGULATORY SERVICES				
Annual Plan 2021/22	Capital Expenditure Summary	Source of Funds	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Capital Projects		\$	\$
	Regulatory Services			
8,000	Environmental Health testing equip.	Depn Reserve	6,000	8,128
24,000	Animal Services - equipment	Depn Reserve	2,400	1,626
1,300,000	Animal Services - new animal shelter	Loan	1,400,000	-
4,000	Building Development - equipment	Depn Reserve	20,000	24,384
-	Replace parking meters	Depn Reserve	20,000	406,400
1,336,000	Total Regulatory		1,448,400	440,538
	Capital Funding			
(36,000)	Transfers from reserves		(48,400)	(440,538)
(1,300,000)	Loan Funds		(1,400,000)	-
(\$1,336,000)	Total capital funding		(\$1,448,400)	(\$440,538)
\$0	Rates Requirement		\$0	\$0

RESOURCE MANAGEMENT & PLANNING			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
1,110,324	Resource management & planning	1,587,441	971,797
505,000	Wairarapa Combined District Plan development (MDC share)	501,015	610,015
159,085	River scheme contributions	161,471	161,471
1,774,409		2,249,927	1,743,283
	Operating Income		
161,204	User charges - incl consent fees	418,222	163,622
983,000	Reserves & Infrastructure Contributions	1,408,500	992,500
1,144,204		1,826,722	1,156,122
	Appropriations		
(751,500)	Transfer from reserves	(801,500)	(701,500)
1,113,000	Transfer to reserves - incl Contributions	1,548,500	1,132,500
\$991,705	Rates Requirement	\$1,170,205	\$1,018,161

BUILDING DEVELOPMENT			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
1,989,408	Building development operating costs	2,402,688	2,057,562
-	Earthquake building assessments	-	-
1,989,408		2,402,688	2,057,562
	Operating Income		
1,331,563	Consent fees & charges	1,634,636	1,356,611
1,331,563		1,634,636	1,356,611
	Appropriations		
-	Tsf from reserves	-	-
\$657,845	Rates Requirement	\$768,052	\$700,951

ENVIRONMENTAL SERVICES & LICENSING			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
812,468	Environmental Health other operating costs	890,647	805,938
210,093	Alcohol Act enforcement activities	223,042	206,634
1,022,561		1,113,689	1,012,572
	Operating Income		
39,597	License fees & charges	66,369	40,191
88,500	Alcohol licensing fees & charges	89,827	89,828
294,191	Internal recoveries	294,191	298,604
422,288		450,388	428,622
	Appropriations		
(10,000)	Tsf from reserves	(15,000)	(10,000)
\$590,273	Rates Requirement	\$648,301	\$573,950

EMERGENCY MANAGEMENT			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
166,096	CD/EM - Wairarapa Costs	161,942	144,683
132,000	WREMO CD/Emergency Mgmt (MDC share)	133,980	133,980
298,096		295,922	278,663
	Operating Income		
25,595	Misc recoveries - CD/EM Wairarapa	25,978	25,978
	Appropriations		
(20,000)	Tsf from reserves - project funding	-	-
3,000	Tsf to reserves - self insurance	3,000	3,000
\$255,502	Rates Requirement	\$272,944	\$255,684

ANIMAL SERVICES			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$ 593,145	Operating Costs	\$ 669,315	\$ 659,688
	Animal services & pound costs		
465,082	Operating Income	523,550	521,793
	Dog registration fees & fines		
-	Appropriations	-	-
4,732	Tsf to reserves - project funding	12,761	44,574
(3,000)	Provision for loan repayments	(8,600)	(38,000)
\$117,795	Reverse depreciation	\$134,926	\$144,469
	Rates Requirement		

PARKING CONTROL			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$ 191,257	Operating Costs	\$ 202,737	\$ 189,408
17,745	Parking control costs	18,084	17,745
209,002	Depreciation - meters	220,821	207,153
233,511	Operating Income	217,500	242,089
	Parking meters and fines		
-	Appropriations	-	-
(24,509)	Transfers from reserves	3,321	(34,936)
	Rates Requirement		

LEADERSHIP, STRATEGY AND CORPORATE SERVICES – MANA WHAKAHAERE ME NGĀ RATONGA ŌKAWA

Leadership, Strategy and Corporate Services provides strategic direction and leadership to the Council and our community; enables democratic decision-making that is open, transparent and accountable, and supports the effective and efficient operation of all Council activities. This includes working with mana whenua, consulting with our community on key decisions, running the local body election every three years and pursuing strategic objectives for our community.

The corporate activity supports the organisation through various professional services including human resources, communications, finance, IT, policy and strategic planning, corporate planning and reporting, project management, elected member support, general administration and senior leadership.

Our Leadership, Strategy and Corporate Services priorities for 2022/23 are:

- Supporting the 2022 local elections, which will include a Māori ward for the first time. Election day is Saturday 8 October 2022.
- Inducting the new Council after election day and reviewing all the associated governance documents.
- Implementing Council's Corporate Carbon Emission Reduction Plan and the District Climate Change Action Plan.
- Working with Iwi entities to progress the development and implementation of an Iwi/Hapū/Marae/Hapori Māori engagement framework.
- Reviewing Memorandum's of Partnership (MOPs) with Rangitāne o Wairarapa and Kahungunu ki Wairarapa, and developing MOPs with Rangitāne Tū Mai Rā Trust and Kahungunu ki Wairarapa Tāmaki Nui ā Rua Settlement Trust (the two Post Settlement Governance Entities).
- Progressing our *He Hiringa Tangata, He Hiringa Whenua* Wellbeing Strategy Implementation Plan. In 2022/23, we will complete the youth hub at the Skatepark.
- Providing ongoing funding and supporting to deliver a refreshed Wairarapa Economic Development Strategy.
- Continuing to participate in processes and discussions relating to Government reforms such as the Three Waters Reform and the Future for Local Government.
- Starting preliminary work on the development of the 2024-34 Long-Term Plan.
- Reviewing and developing policies and strategies including: the refresh of the Wairarapa Rangatahi Strategy, developing a Public Art Policy, reviewing the Local Alcohol Policy, Smokefree Policy, Easter Sunday Trading Policy (dependent on central government decisions) and the Wairarapa Class 4 Gambling and TAB Venues Policy.
- Continuing our focus on business improvement to enhance systems and processes across the organisation. This will include preparing for a review of the Revenue and Financing Policy.

LEADERSHIP, STRATEGY & CORPORATE SERVICES			
Annual Plan 2021/22	Rates Requirement Summary	Annual Plan 2022/23	LTP Year 2 2022/23
\$725,607	Representation	\$819,961	\$740,960
\$0	Roading Advisory Services	\$0	\$0
\$0	Asset & Project Management	(0)	0
\$0	Corporate Services	(0)	(0)
1,137,126	Community Development	1,101,370	1,159,601
582,283	Arts and Culture	564,992	596,244
945,297	Economic Development and Promotion	1,015,400	995,640
320,095	Environmental Initiatives	368,158	330,901
\$3,710,408	Rates Requirement	\$3,869,880	\$3,823,347

Note: after internal costs allocated to operating activity areas.

REPRESENTATION			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
526,751	Mayor & councillors remuneration	593,550	530,506
7,500	Reporting & consultation	31,612	28,928
40,000	Election costs	131,000	39,890
665,094	Operating expenses	753,939	635,611
1,239,345		1,510,101	1,234,934
	Operating Income		
483,738	Internal allocation of governance	546,640	493,974
0	Misc Income (election recoveries) (per Funding Policy 40% internal)	63,500	-
483,738		610,140	493,974
	Appropriations		
(30,000)	Transfer (from) reserves	(80,000)	-
\$725,607	Rates Requirement	\$819,961	\$740,960

ROADING ADVISORY SERVICES			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
1,061,902	Professional staff & operating costs	1,127,116	1,063,884
13,440	Depreciation	13,028	12,512
1,075,342		1,140,144	1,076,396
	Operating Income		
1,065,132	Prof. services - Roading	1,129,720	1,065,971
10,210	External income	10,424	10,424
1,075,342		1,140,144	1,076,396
	Appropriations		
\$0	Rates Requirement	\$0	\$0

ASSET & PROJECT MANAGEMENT			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
1,922,407	Professional staff & operating costs	1,980,402	1,922,202
	Operating Income		
1,901,927	Internal charges	1,959,738	1,901,538
20,480	External recoveries	20,664	20,664
1,922,407		1,980,402	1,922,202
	Appropriations		
-	Transfer to reserves	-	-
\$0	Rates Requirement	(\$0)	\$0

CORPORATE SERVICES			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Operating Costs	\$	\$
1,849,412	Management & administration	2,217,838	1,607,763
1,667,115	Financial management	1,807,297	1,675,694
1,340,577	Strategic Planning	1,393,654	1,284,772
916,734	Information systems	1,122,355	959,068
782,865	Communications & Promotions	926,397	735,039
704,951	Human Resource	690,588	742,213
155,576	Council Vehicle Fleet Costs	129,616	171,120
7,417,232		8,287,745	7,175,668
	Operating Income		
508,861	Miscellaneous income & recoveries	653,718	475,893
425,000	Interest income (external)	348,500	355,000
293,584	Interest income (on internal loans)	250,423	272,349
5,184,211	Support services allocated internally	5,785,740	4,841,306
155,576	Council Vehicle Fleet Recovery	129,616	171,120
6,567,232		7,167,997	6,115,669
	Appropriations		
(1,160,000)	Transfer (from) reserves	(1,414,748)	(1,355,000)
25,000	Transfers to reserves	60,000	60,000
285,000	Transfer to reserves - interest	235,000	235,000
\$0	Rates Requirement	(\$0)	(\$0)

DEVELOPMENT (Social, Cultural, Economic & Environmental)			
Annual Plan 2021/22	Cost of Service Statement	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$		\$	\$
	Operating Costs		
1,709,906	Community development	1,459,432	1,574,677
629,636	Arts & culture	641,762	622,055
1,066,761	Economic development	1,143,324	1,072,514
365,095	Environmental initiatives	428,158	351,201
38,978	Depreciation	47,034	60,525
3,810,376		3,719,709	3,680,971
	Operating Income		
2,400	Government grants	2,436	2,436
30,500	Creative NZ grants	30,957	30,958
212,580	Events grants & other recoveries	60,657	169,079
55,757	Internal Recoveries	58,100	56,593
301,237		152,151	259,066
	Appropriations		
(526,000)	Transfers from reserves	(525,000)	(354,000)
1,662	Provision for loan repayments	7,361	14,481
-	Reverse depreciation	-	-
\$2,984,801	Rates Requirement	3,049,919	3,082,387

LEADERSHIP, STRATEGY & CORPORATE SERVICES				
Annual Plan 2021/22	Capital Expenditure Summary	Source of Funds	Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Capital Projects		\$	\$
	Corporate Services			
50,000	Document mgmt. system	Depn Reserve	20,000	10,160
120,000	IT equipment replacement	Depn Reserve	130,000	121,920
-	IT Council Meetings Info systems	Depn Reserve	50,000	-
-	Website Upgrade	Reserves	30,000	-
10,000	Asset Management System	Depn Reserve	-	-
100,000	Pool Vehicle replacement	Depn Reserve	115,000	101,600
-	Audio Visual Equipment	Depn Reserve	10,000	-
-	IT systems projects	Depn Reserve	80,000	-
280,000	Total Corporate Services		435,000	233,680
	Development			
20,000	CBD Security Cameras	Depn Reserve	24,000	20,320
538,570	Youth hub building at Skatepark	Reserves	300,000	-
5,000	Decorative lighting (upgrade LED)	Reserves	12,000	-
563,570	Total Development		336,000	20,320
843,570	Total		771,000	254,000
	Capital Funding			
(305,000)	Transfers from reserves		(771,000)	(254,000)
(418,577)	Loan funds		-	-
(119,993)	External funding		-	-
(843,570)	Total capital funding		(\$771,000)	(\$254,000)
-	Rates Requirement		-	-

FINANCIAL INFORMATION - NGĀ PĀRONGO PŪTEA

IMAGE TO BE INSERTED

FORECAST FINANCIAL STATEMENTS - TE TIROHANGA WHĀNUI MŌ TE PUTEA

MASTERTON DISTRICT COUNCIL		ANNUAL PLAN 2022/23		
PROSPECTIVE STATEMENT OF FINANCIAL POSITION				
NZ \$	Notes	Forecast to 30 June 2022	2022/23 Annual Plan	2022/23 Year 2 LTP*
CURRENT ASSETS				
Cash & Bank Accounts		4,925,324	4,345,327	4,443,636
Financial Assets - Current		8,433,448	8,102,117	6,124,533
Inventories		243,458	245,958	253,064
Debtors & Other Receivables		5,000,114	4,305,117	4,315,603
Total Current Assets		18,602,344	16,998,520	15,136,836
NON-CURRENT ASSETS				
Property, Plant & Equipment		139,165,925	148,689,776	150,158,356
Infrastructural Assets		813,387,986	829,031,419	811,408,740
Intangible Assets		3,987,563	3,769,793	3,460,333
Forestry assets		513,544	538,706	357,142
Investment Property Assets		-	-	-
Derivative financial instruments		-	-	-
Investments in CCO's & other similar entities		222,141	227,644	232,190
Other Non-current financial assets		10,880,156	9,799,603	11,333,558
Total Non-Current Assets		968,157,315	992,056,941	976,950,319
TOTAL ASSETS		986,759,659	1,009,055,461	992,087,155
CURRENT LIABILITIES				
Creditors & Other Payables		8,531,783	12,444,783	8,566,214
Employee Benefits - Current Portion		1,109,309	1,309,309	1,059,336
Provisions - Current Portion		20,000	20,000	20,000
Financial liabilities - current portion	3	8,000,000	5,100,000	5,100,000
Total Current Liabilities		17,661,092	18,874,092	14,745,550
NON-CURRENT LIABILITIES				
Financial liabilities	3	42,000,000	50,093,652	62,933,807
Derivative financial instruments		3,010,000	3,010,000	7,002,121
Employee benefits		11,060	11,060	-
Provisions & other liabilities		68,000	72,351	-
Total Non-Current Liabilities		45,089,060	53,187,063	69,935,928
NET ASSETS		\$ 924,009,507	\$ 936,994,305	\$ 907,405,677
EQUITY				
Ratepayers' Equity		457,736,547	477,196,913	461,396,532
Asset Revaluation Reserves		436,968,671	436,968,671	421,952,876
Special funds & restricted reserves	4	29,304,289	22,828,722	24,056,268
TOTAL EQUITY		\$ 924,009,507	\$ 936,994,305	\$ 907,405,677

MASTERTON DISTRICT COUNCIL		ANNUAL PLAN 2022/23		
PROSPECTIVE STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE				
OPERATING REVENUE		2021/22	2022/23	2022/23
NZ \$	Notes	Annual Plan	Annual Plan	Year 2 LTP*
Rates revenue		34,692,272	37,679,274	37,063,366
Rural sewerage schemes capital contrib.		49,017	50,446	43,301
Financial contributions		1,481,000	3,831,498	1,493,498
Roading subsidies - Waka Kotahi		5,818,281	10,434,841	7,859,613
Fees and charges		8,347,711	10,114,704	8,774,562
Interest and dividends		431,000	357,250	403,071
Other revenue		9,523,479	4,279,376	5,864,740
Gain on sale of assets		-	4,333,300	4,333,300
Total Operating Revenue	2	60,342,760	71,080,690	65,835,451
OPERATING EXPENDITURE				
Personnel costs		13,078,498	14,126,104	12,916,903
Finance costs		1,799,808	1,708,613	1,870,170
Depreciation & amortisation		14,938,115	15,966,833	16,632,853
Other Operating costs		24,500,162	26,294,340	23,758,289
Total Operating Expenditure		54,316,583	58,095,891	55,178,214
Net Surplus / (Deficit)**		\$ 6,026,177	\$ 12,984,800	\$ 10,657,236
Revaluations			-	50,667,480
Total Comprehensive Revenue & Expenses		\$ 6,026,177	\$ 12,984,800	\$ 61,324,716
*LTP Amended 15/06/22	**Note: Income Tax is nil			
Note: value of rates on Council Properties assumed		656,100	711,500	678,442

MASTERTON DISTRICT COUNCIL		ANNUAL PLAN 2022/23		
PROSPECTIVE STATEMENT OF CASHFLOWS				
NZ \$	Notes	2021/22	2022/23	2022/23
		Annual Plan	Annual Plan	Year 2 LTP*
CASH FLOWS FROM OPERATING ACTIVITIES				
Cash was received from:				
				*LTP Amended 15/06/22
Rates		34,672,702	37,643,845	37,038,498
Grants, subsidies & donations		15,000,600	14,351,028	13,388,767
Petrol tax		190,000	200,000	193,990
Other revenue		9,009,848	14,852,105	10,215,010
Interest on investments		431,000	357,250	403,071
		59,304,150	67,404,227	61,239,336
Cash was applied to:				
Payments to suppliers and employees		39,050,895	36,303,093	35,992,802
Interest paid		1,799,808	1,708,613	1,870,170
		40,850,703	38,011,706	37,862,972
Net cash flow from operating activities		18,453,447	29,392,521	23,376,364
CASH FLOWS FROM INVESTING ACTIVITIES				
Cash was received from:				
Sale of fixed assets		20,000	5,365,000	5,365,000
Term investments, shares & advances		-	1,080,553	8,772
Forestry/investment property proceeds		-	-	190,177
		20,000	6,445,553	5,563,949
Cash was applied to:				
Purchase of fixed assets		38,551,875	41,937,549	34,381,739
Term investments, shares & advances		667,382	5,503	651,810
		39,219,257	41,943,053	35,033,549
Net cash flow from investing activities		(39,199,257)	(35,497,500)	(29,469,600)
CASH FLOWS FROM FINANCING ACTIVITIES				
Cash was received from:				
Drawdown of public debt		16,340,767	8,494,100	9,256,374
		16,340,767	8,494,100	9,256,374
Cash was applied to:				
Repayment of public debt (incl Finance Leases)		2,629,788	3,300,449	3,433,545
		2,629,788	3,300,449	3,433,545
Net cash flow from financing activities		13,710,979	5,193,651	5,822,829
NET INCREASE/(DECREASE) IN CASH HELD		(7,034,831)	(911,328)	(270,408)
Add cash at start of year (1 July)		17,873,408	13,358,772	10,838,577
BALANCE AT END OF YEAR (30 JUNE)		10,838,577	12,447,444	10,568,169
REPRESENTED BY:				
Cash & bank		4,356,507	4,345,327	4,443,636
Short term deposits		6,482,070	8,102,117	6,124,533
BALANCE AT END OF YEAR (30 JUNE)		10,838,577	12,447,444	10,568,169
The closing balance of 2021/22 is the Plan position. An updated forecast position has been used as the opening balance for 2022/23				

MASTERTON DISTRICT COUNCIL		ANNUAL PLAN 2022/23		
PROSPECTIVE STATEMENT OF CHANGES IN EQUITY				
NZ \$	Notes	2021/22 Forecast	2022/23 Annual Plan	2022/23 Year 2 LTP*
Ratepayer's Equity		444,904,979	457,736,547	449,168,939
Special Funds & Reserves		29,183,947	29,304,289	25,626,626
Revaluation Reserves		371,918,371	436,968,671	371,285,396
EQUITY AT START OF YEAR		846,007,297	924,009,507	846,080,960
Comprehensive Revenue & Expenses for the year		78,002,209	12,984,800	61,324,716
Total recognised revenues & expenses for the period		\$ 78,002,209	\$ 12,984,800	\$ 61,324,716
Ratepayer's Equity		457,736,547	477,196,913	461,396,532
Special Funds & Reserves		29,304,289	22,828,722	24,056,268
Revaluation Reserves		436,968,671	436,968,671	421,952,876
EQUITY AT END OF YEAR		924,009,507	936,994,305	907,405,677

*LTP Amended 15/06/22

TREASURY POLICY CHECK				
Net External Debt		25,538,931	32,718,960	45,899,890
Operating Revenue		60,342,760	71,080,690	65,835,451
Rates Revenue		34,692,272	37,679,274	37,063,366
Net Interest on Net Debt		1,368,808	1,351,363	1,467,099
Net Debt as a % of Operating Revenue (limit = 150%)		42.3%	46.0%	69.7%
Net Interest expense as a % of Operating Revenue (limit = 10%)		2.3%	1.9%	2.2%
Net Interest expense as a % of Rates Revenue (limit = 15%)		3.9%	3.6%	4.0%
Number of rateable properties (estimated)		12,650	13,183	12,794
Average rates per property (excl GST)		\$ 2,794	\$ 2,912	\$ 2,950
Operating Revenue = revenue/earnings from rates, government grants and subsidies, user charges, interest, recoveries, financial contributions and all other revenue.				
Net External Debt = Gross External debt (aggregate borrowings of the Council, including any capitalised finance leases) less any financial assets including cash and both current and term treasury investments held.				
Net Interest Expense = interest paid on any type of debt, including margins, line fees and interest on finance leases less interest earned on financial assets.				

NOTE 2

PROSPECTIVE SUMMARY OF REVENUE

OPERATING INCOME	2021/22 Annual Plan \$ 000's	2022/23 Annual Plan \$ 000's	2022/23 Year 2 LTP \$ 000's
REVENUE FROM NON-EXCHANGE TRANSACTIONS			
Targeted Rates (including penalties)	34,692	37,679	37,063
Rural sewerage schemes capital contrib.	49	50	43
Financial Contributions	1,481	3,831	1,493
Waka Kotahi Subsidy	5,818	10,435	7,860
Other Government Grants	8,978	3,871	1,304
Other Grants	205	45	4,225
Other Non Exchange Revenue	722	709	794
Revaluation Gains	36	36	27
REVENUE FROM EXCHANGE TRANSACTIONS			
Interest	421	354	393
Dividends	10	4	10
Fees & User charges	7,932	9,733	8,289
Other Gains/(losses)- Profit on Sale of Assets		4,333	4,333
TOTAL OPERATING REVENUE	60,343	71,081	65,835
RATES REMISSIONS			
Rates revenue is shown net of rates remissions.			
Rates remissions estimated per year:	(170)	(165)	(179)

NOTE 3 PROSPECTIVE STATEMENT OF PUBLIC DEBT (EXTERNAL)

	Forecast as at 30-Jun-22 (\$ 000)	Annual Plan 2022/23 (\$ 000)	LTP Year 2 2022/23 (\$ 000)
Opening Balance	48,500	50,000	62,211
Loans raised during the year	4,200	8,494	9,256
Less repayments during the year	(2,700)	(3,300)	(3,434)
Balance as at 30 June	50,000	55,194	68,034
Less current borrowings repayable in 12 months	(3,300)	(3,521)	(3,886)
Closing balance for non-current borrowings	\$ 46,700	51,673	64,147

Note: loan repayments shown here differ from the financial stmt which recognises actual loan maturities which are expected to be partially refinanced.

SCHEDULE OF EXTERNAL LOAN END OF YEAR BALANCES BY GROUPS OF ACTIVITIES

Roading	403	1,051	2,779
Water Services	6,689	7,529	6,669
Sewerage Services	35,246	33,133	33,260
Stormwater Services	444	557	556
Solid Waste Services	1,535	1,377	1,380
Leadership & Strategy	0	165	406
Community Facilities/ Activities	5,456	9,763	21,723
Regulatory Services	226	1,619	1,260
	\$ 50,000	\$ 55,194	\$ 68,034

PUBLIC DEBT (INTERNAL)

	Forecast as at 30-Jun-22 (\$ 000)	Annual Plan 2022/23 (\$ 000)	LTP Year 2 2022/23 (\$ 000)
Opening Balance	9,767	9,144	9,272
Loans raised during the year	-	-	-
Less repayments during the year	(623)	(711)	(683)
Closing Balance as at 30 June	\$ 9,144	8,433	8,589

SCHEDULE OF INTERNAL LOAN END OF YEAR BALANCES BY GROUPS OF ACTIVITIES

Roading	737	687	651
Water Services	809	775	1,009
Sewerage Services	2,653	2,313	2,272
Solid Waste Services	292	245	246
Leadership & Strategy	7	6	6
Community Facilities/ Activities	4,496	4,262	4,266
Regulatory Services	151	145	140
	\$ 9,144	\$ 8,433	\$ 8,589

**NOTE 4
PROSPECTIVE STATEMENT OF SPECIAL FUNDS & RESERVES**

The Council maintains special funds and reserves as a sub-part of its equity. Schedule 10, Part 2(21) of the LG Act requires certain information to be included in the Annual Plan relating to these reserves. The following presents a summary of reserve funds movements as projected over the term of the LTP. The management of financial reserves forms an integral part of meeting the obligations of prudent financial management. The Council tracks some 30 separate reserve accounts, but many have similar purposes and have been grouped together for the purposes of this Annual Plan.

	Projected Opening Balance 2022	Transfers In 2022/23	Transfers Out 2022/23	Projected Closing Balance 2023
	\$ 000's	\$ 000's	\$ 000's	\$ 000's
Council Created Reserves				
Purpose and application				
General Capital Reserves				
These funds have been set aside from the sale of assets. They can be utilised for new asset purchases and to fund one-off Council projects and grants.	5,179	-	326	4,853
Investment Interest Fund				
These funds are generated by receiving the proceeds of interest earnings on investments. The LTP financial model allocates to this fund, all interest income from operating activities. The funds have been applied to offset debt servicing costs on specific projects including the CBD upgrading, Chapel St stormwater line, Castlepoint seawall and rural transfer stations.	496	231	120	607
Reserves & Development Funds				
These funds represent reserves and development contributions that are generated from the District Plan provisions for financial contributions on development and subdivision. The funds can only be applied to the purpose for which they were taken i.e. development of assets on reserves and general district development.	2,640	653	1,079	2,214
Plant & Equipment Depreciation Funds				
These funds are built up from depreciation on plant and equipment and are used to fund replacements	1,383	587	712	1,258
Buildings Depreciation Funds				
The Council has a series of specific depreciation reserve accounts for assets such as senior housing, Trust House Recreation Centre, Waita House, the Library and parks & reserves buildings. Depreciation funds on these assets are accumulated in these funds and used for renewal expenditure as required.	5,480	7,091	4,049	8,522

PROSPECTIVE STATEMENT OF SPECIAL FUNDS & RESERVES (CONTINUED)					
Council Created Reserves	Purpose and application	Forecast Opening Balance 2022	Transfers In 2022/23	Transfers Out 2022/23	Forecast Closing Balance 2023
		\$ 000's	\$ 000's	\$ 000's	\$ 000's
Roading, Bridges & Flood Damage Funds	<p>Most roading renewal expenditure is funded from rates and NZTA subsidies, but some funding for Council's share of bridge renewals and street furniture is being built up in this fund. Roothing contributions taken as per the District Plan financial contributions are accumulated in this fund and a separate fund for responding to road flood damage is also part of this group. Use of these funds can be for roading and bridge renewals, upgrades and flood damage repairs.</p>	6,136	2,898	7,425	1,608
Urban Infrastructure Depreciation Funds	<p>Depreciation on urban infrastructural assets is accumulated in this fund and applied to renewal of those assets. Infrastructure contributions taken as per the District Plan financial contributions are accumulated in this fund and utilised on renewing and upgrading the network assets.</p>	6,673	3,768	5,025	5,416
Miscellaneous Funds	<p>These funds are made up of surpluses and deficits of various distinct entities under Council's control. Separate balances are maintained for a number of rural water and sewerage supplies and the Animal Services carry forward surpluses. A separate Special Funds account represents a balance of funds carried forward. They are generally rated for specific items, but not spent. The sums are identified at year end and carried forward so they can be applied to the expenditure for which they were raised. The Council has also utilised, or borrowed from these funds to advance projects and repay back to the fund, e.g. Wairarapa Combined District Plan project.</p>	1,202	435	3,401	1,764
Crematorium Fund - ex Mrs Smart bequest	<p>To manage a bequest made to establish a crematorium.</p>	115	-	-	115
		\$ 29,304	\$ 16,863	\$ 22,138	\$ 22,829

NOTE 5

PROSPECTIVE SUMMARY OF REVALUATION RESERVE MOVEMENTS

	2021/22 Forecast Annual Plan \$ 000's	2022/23 Year 1 LTP \$ 000's	2022/23 Year 2 LTP \$ 000's
Revaluation Reserve			
Opening balance	371,918	436,969	371,285
Revalue Movements	65,050	-	50,667
Closing Balance	436,969	436,969	421,952
	2021/22 Forecast Annual Plan \$ 000's	2022/23 Year 1 LTP \$ 000's	2022/23 Year 2 LTP \$ 000's
Revaluation Movements by groups			
Infrastructure			
Roading	45,634	-	35,430
Water Services	5,059	-	3,884
Sewerage Services	11,053	-	8,768
Stormwater Services	96	-	78
Solid Waste Services	2,801	-	2,166
	64,643	-	50,326
Other Asset Revaluation Reserve Movements			
Building	-	-	-
Land	-	-	-
Other	408	-	341
	408	-	341
Total revaluation movements	65,050	-	50,667

Note the LTP had the revaluation expected in Year 2 but escalating costs means it will be done this year.

PROSPECTIVE CAPITAL SUMMARY STATEMENT

Prior Year Plan 2021/22		Annual Plan 2022/23	LTP Amended Year 2 2022/23
\$	Roading	\$	\$
7,406,340	Subsidised Roding	12,666,157	10,642,657
1,474,792	Non-subsidised Roding	5,786,992	1,735,700
	Water Services		
6,043,500	Urban Water supply	2,880,000	2,549,890
745,000	Rural Water supplies & races	25,000	30,660
	Sewerage Services		
2,002,000	Urban Sewerage system	3,179,200	1,992,900
40,000	Rural Sewerage systems	355,000	347,480
	Stormwater Services		
660,000	Urban Stormwater System	475,000	459,900
	Solid Waste Services		
260,420	Solid Waste	170,320	20,320
	Community Facilities/Activities		
933,150	Parks & Reserves	837,000	846,074
1,837,500	Sportsfields	1,453,000	582,859
255,000	Trust House Recreation Centre	625,000	605,394
94,000	Cemeteries	400,000	387,909
1,366,750	Library & Archive	849,780	219,456
6,380,300	Property	2,266,000	11,664,859
6,873,553	Airport	6,718,000	1,601,143
	Regulatory Services		
8,000	Environmental Services	6,000	8,128
4,000	Building Development	20,000	24,384
-	Parking Control	20,000	406,400
1,324,000	Animal Services	1,402,400	1,626
-	Emergency Management	-	-
	Leadership, Strategy & Corporate Services		
280,000	Corporate Services	435,000	233,680
563,570	Development	336,000	20,320
\$ 38,551,875	Total Capital expenditure	\$ 40,905,849	\$ 34,381,739
	Funded by		
(2,933,257)	NZ Transport Agency subsidy (roading)	(7,219,710)	(4,938,864)
(8,898,832)	Transfers from reserves	(18,435,042)	(11,957,885)
(16,340,767)	Loan funds	(8,494,100)	(9,256,374)
(2,990,963)	Rates	(3,246,998)	(3,215,350)
(7,388,056)	Other (External funding)	(3,510,000)	(5,013,267)
\$ (38,551,875)		\$ (40,905,849)	\$ (34,381,739)

BENCHMARKS - NGĀ TAUMATA

As per the Local Government (Financial Reporting and Prudence) Regulations 2014.

The Local Government Act sets out a number of disclosure requirements for Councils over and above the generally accepted accounting practice (GAAP) information. Local Government (Financial Reporting and Prudence) Regulations 2014 sets out specific requirements in terms of the information to be reported and the format in which it is to be reported.

ANNUAL PLAN DISCLOSURE STATEMENT FOR THE YEAR ENDING 30 JUNE 2023

Benchmark Planned: 2022/23 Annual Plan (in brackets)

Rates Affordability Benchmarks	LTP Yr2	Met
• Quantified limit on rates income (using revised LGCI)*	\$38.49m	Yes (\$38.32m)
• Quantified limit on rates increase (per LTP)	5.6%	No (6.8%)
• Quantified limit on rates increase (using revised LGCI)*	7.3%	Yes (6.8%)
Debt Affordability Benchmarks		
• Quantified limit on borrowing (net debt/revenue)	<150%	Yes (46.0%)
• Debt servicing benchmark < 10% (net borrowing costs/revenue)	2.2%	Yes (1.9%)
Other Benchmarks		
• Balanced budget benchmark > 100%	116.3%	Yes (108.2%)
• Balanced budget benchmark > 100% (excl one-off capital revenue))	102.8%	No (98.5%)
• Essential Services benchmark > 100%	139%	Yes (136%)

*The LG Cost Index for 2021/22 (as forecast by BERL) in the LTP and applied to costs for 2022/23 was 1.5%. It was revised to 2.8% in September 2021.

**Planned rates increase figures are after allowing for growth in the rating base of 1.25%. Actual growth in 2021/22 is now expected to be 1.8%.

FUNDING IMPACT STATEMENT - TAUĀKI Ā-PUTEA

FUNDING IMPACT STATEMENT			
As required by the Local Government (Financial Reporting) Regulations 2014			
	Annual Plan	LTP Amended Year 2	Annual Plan
COUNCIL	2021/22	2022/23	2022/23
	(\$000)	(\$000)	(\$000)
Sources of Operating Funding			
General rates, uniform charges, rates penalties	210	210	225
Targeted rates	34,531	36,897	37,505
Subsidies and grants (for operating)	4,679	3,437	3,621
Fees & charges	8,348	8,775	10,115
Interest & dividends	431	403	357
Other receipts (incl petrol tax & fines)	306	308	328
Total operating funding (A)	48,505	50,029	52,151
Applications of Operating Funding			
Payments to staff and suppliers	37,579	36,675	40,420
Finance costs	1,800	1,870	1,709
Other operating funding applications	-	-	-
Total applications of operating funding (B)	39,378	38,545	42,129
Surplus/(Deficit) of operating funding (A-B)	9,126	11,484	10,021
Sources of Capital Funding			
Subsidies & grants for capital expenditure	10,321	9,952	10,730
Development & financial contributions	1,481	1,493	3,831
Increase /(decrease) in debt	13,711	5,823	5,194
Gross proceeds from sale of assets	20	5,555	5,365
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding (C)	25,533	22,824	25,120
Application of Capital Funding			
Capital expenditure:			
- to meet additional demand	840	3,789	7,552
- to improve level of service	23,996	14,997	15,091
- to replace existing assets	13,715	15,596	18,263
Increase/(decrease) in reserves	(4,592)	(558)	(6,476)
Increase/(decrease) in investments	699	484	711
Total application of capital funding (D)	34,660	34,308	35,141
Surplus / (deficit) of capital funding (C-D)	(9,126)	(11,484)	(10,021)
Funding balance (A-B)+(C-D)	0	0	0

FUNDING IMPACT STATEMENT	Annual Plan	LTP Amended	Annual Plan
	2021/22	Year 2	2022/23
	2021/22	2022/23	2022/23
Reconciliation	(\$000)	(\$000)	(\$000)
- between FIS & Financial Statements			
Operating Funding (revenue) - per FIS	48,505	50,029	52,151
Capital Funding (revenue)- per FIS	11,802	11,446	14,561
	60,307	61,475	66,712
Operating Revenue - per Stmt of Comp. Revenue & Expense	60,343	65,835	71,081
Less Other Gains/(losses)- on revaluation & disposal	36	4,361	4,369
	60,307	61,475	66,712
Operating Expenditure - per FIS	39,378	38,545	42,129
Add depreciation	14,938	16,633	15,967
	54,317	55,178	58,096
Operating Expenditure - per Stmt of Comp. Revenue & Expense	54,317	55,178	58,096
Capital Expenditure - per FIS	38,552	34,382	40,906
Capital Expenditure - per Cost of Service Statements	38,552	34,382	40,906
Transfer to/(from) Reserves - per COSS	(10,595)	(13,253)	(17,992)
Depreciation transferred to reserves - per COSS	5,983	7,141	6,151
Proceeds from sale of assets - Tsf to reserves	20	5,555	5,365
	(4,592)	(558)	(6,476)
Increase/(Decrease) in Reserves - per FIS	(4,592)	(558)	(6,476)

FUNDING IMPACT STATEMENT			
As required by the Local Government (Financial Reporting) Regulations 2014			
	Annual Plan	LTP Amended	Annual Plan
	2021/22	Year 2	2022/23
	(2021/22)	(2022/23)	(2022/23)
	(\$000)	(\$000)	(\$000)
ROADING			
Sources of Operating Funding			
General rates, uniform charges, rates penalties	-	-	-
Targeted rates	7,335	7,683	7,809
Subsidies and grants (for operating)	2,885	2,921	3,215
Fees & charges	73	75	96
Internal charges & overheads recovered	-	-	-
Interest & dividends	-	-	-
Other receipts (incl petrol tax & fines)	190	194	200
Total operating funding (A)	10,483	10,872	11,320
Applications of Operating Funding			
Payments to staff and suppliers	5,673	5,848	6,370
Finance costs	11	49	14
Internal charges and overheads applied	1,459	1,418	1,476
Other operating funding applications	-	-	-
Total applications of operating funding (B)	7,143	7,315	7,860
Surplus/(Deficit) of operating funding (A-B)	3,340	3,557	3,460
Sources of Capital Funding			
Subsidies & grants for capital expenditure	2,933	4,939	7,220
Development & financial contributions	375	378	2,300
Increase /(decrease) in debt	1,323	1,068	599
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding (C)	4,631	6,385	10,119
Application of Capital Funding			
Capital expenditure:			
- to meet additional demand	840	1,276	4,990
- to improve level of service	2,113	1,988	3,331
- to replace existing assets	5,928	9,114	10,132
Increase/(decrease) in reserves	(909)	(2,436)	(4,874)
Increase/(decrease) in investments	-	-	-
Total application of capital funding (D)	7,972	9,942	13,579
Surplus / (deficit) of capital funding (C-D)	(3,340)	(3,557)	(3,460)
Funding balance (A-B)+(C-D)	0	0	0

FUNDING IMPACT STATEMENT

As required by the Local Government (Financial Reporting) Regulations 2014

	Annual Plan 2021/22 (\$000)	LTP Amended Year 2 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
WATER SERVICES			
Sources of Operating Funding			
General rates, uniform charges, rates penalties	-	-	-
Targeted rates	3,716	4,368	4,347
Subsidies and grants (for operating)	440	-	-
Fees & charges	532	547	534
Internal charges & overheads recovered	103	104	111
Interest & dividends	5	5	5
Other receipts (incl petrol tax & fines)	-	-	-
Total operating funding (A)	4,796	5,024	4,997
Applications of Operating Funding			
Payments to staff and suppliers	2,327	1,934	1,866
Finance costs	146	193	225
Internal charges and overheads applied	881	858	927
Other operating funding applications	-	-	-
Total applications of operating funding (B)	3,354	2,984	3,018
Surplus/(Deficit) of operating funding (A-B)	1,442	2,040	1,980
Sources of Capital Funding			
Subsidies & grants for capital expenditure	2,334	-	-
Development & financial contributions	-	-	-
Increase /(decrease) in debt	2,459	140	806
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding (C)	4,793	140	806
Application of Capital Funding			
Capital expenditure:			
- to meet additional demand	-	613	180
- to improve level of service	4,604	82	682
- to replace existing assets	2,185	1,886	2,043
Increase/(decrease) in reserves	(554)	(401)	(120)
Increase/(decrease) in investments	-	-	-
Total application of capital funding (D)	6,234	2,180	2,785
Surplus / (deficit) of capital funding (C-D)	(1,442)	(2,040)	(1,980)
Funding balance (A-B)+(C-D)	0	0	0

FUNDING IMPACT STATEMENT

As required by the Local Government (Financial Reporting) Regulations 2014

	Annual Plan 2021/22 (\$000)	LTP Amended Year 2 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
WASTEWATER SERVICES			
Sources of Operating Funding			
General rates, uniform charges, rates penalties	-	-	-
Targeted rates	6,904	7,229	7,309
Subsidies and grants (for operating)	500	-	-
Fees & charges	501	571	492
Internal charges & overheads recovered	38	34	38
Interest & dividends	-	-	-
Other receipts (incl petrol tax & fines)	-	-	-
Total operating funding (A)	7,944	7,833	7,839
Applications of Operating Funding			
Payments to staff and suppliers	1,878	1,402	1,423
Finance costs	1,392	1,080	1,214
Internal charges and overheads applied	1,177	1,149	1,269
Other operating funding applications	-	-	-
Total applications of operating funding (B)	4,446	3,631	3,907
Surplus/(Deficit) of operating funding (A-B)	3,497	4,203	3,933
Sources of Capital Funding			
Subsidies & grants for capital expenditure	450	-	-
Development & financial contributions	123	123	123
Increase /(decrease) in debt	(2,006)	(2,667)	(2,452)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding (C)	(1,433)	(2,544)	(2,329)
Application of Capital Funding			
Capital expenditure:			
- to meet additional demand	-	818	1,300
- to improve level of service	300	-	300
- to replace existing assets	1,742	1,523	1,934
Increase/(decrease) in reserves	22	(681)	(1,931)
Increase/(decrease) in investments			
Total application of capital funding (D)	2,064	1,659	1,603
Surplus / (deficit) of capital funding (C-D)	(3,497)	(4,203)	(3,933)
Funding balance (A-B)+(C-D)	0	0	0

FUNDING IMPACT STATEMENT

As required by the Local Government (Financial Reporting) Regulations 2014

	Annual Plan 2021/22 (\$000)	LTP Amended Year 2 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
STORMWATER SERVICES			
Sources of Operating Funding			
General rates, uniform charges, rates penalties	-	-	-
Targeted rates	664	792	842
Subsidies and grants (for operating)	200	-	-
Fees & charges	-	-	-
Internal charges & overheads recovered	-	-	-
Interest & dividends	-	-	-
Other receipts (incl petrol tax & fines)	-	-	-
Total operating funding (A)	864	792	842
Applications of Operating Funding			
Payments to staff and suppliers	298	296	206
Finance costs	17	13	15
Internal charges and overheads applied	213	211	237
Other operating funding applications	-	-	-
Total applications of operating funding (B)	529	520	458
Surplus/(Deficit) of operating funding (A-B)	335	271	384
Sources of Capital Funding			
Subsidies & grants for capital expenditure	-	-	-
Development & financial contributions	-	-	-
Increase /(decrease) in debt	(36)	112	113
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding (C)	(36)	112	113
Application of Capital Funding			
Capital expenditure:			
- to meet additional demand	-	-	-
- to improve level of service	100	153	155
- to replace existing assets	560	307	320
Increase/(decrease) in reserves	(361)	(76)	22
Increase/(decrease) in investments			
Total application of capital funding (D)	299	384	497
Surplus / (deficit) of capital funding (C-D)	(335)	(271)	(384)
Funding balance (A-B)+(C-D)	0	0	0

FUNDING IMPACT STATEMENT

As required by the Local Government (Financial Reporting) Regulations 2014

	Annual Plan 2021/22 (\$000)	LTP Amended Year 2 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
SOLID WASTE SERVICES			
Sources of Operating Funding			
General rates, uniform charges, rates penalties	-	-	-
Targeted rates	1,021	1,105	1,285
Subsidies and grants (for operating)	180	264	260
Fees & charges	3,150	3,359	4,032
Internal charges & overheads recovered	73	76	159
Interest & dividends	-	-	-
Other receipts (incl petrol tax & fines)	-	-	-
Total operating funding (A)	4,425	4,804	5,736
Applications of Operating Funding			
Payments to staff and suppliers	3,769	3,979	4,887
Finance costs	61	45	51
Internal charges and overheads applied	442	428	489
Other operating funding applications	-	-	-
Total applications of operating funding (B)	4,271	4,452	5,427
Surplus/(Deficit) of operating funding (A-B)	154	352	309
Sources of Capital Funding			
Subsidies & grants for capital expenditure	-	-	-
Development & financial contributions	-	-	-
Increase/(decrease) in debt	(182)	(202)	(205)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding (C)	(182)	(202)	(205)
Application of Capital Funding			
Capital expenditure:			
- to meet additional demand	-	-	-
- to improve level of service	60	20	20
- to replace existing assets	200	-	150
Increase/(decrease) in reserves	(289)	130	(66)
Increase/(decrease) in investments			
Total application of capital funding (D)	(28)	151	105
Surplus / (deficit) of capital funding (C-D)	(154)	(352)	(309)
Funding balance (A-B)+(C-D)	0	0	0

FUNDING IMPACT STATEMENT

As required by the Local Government (Financial Reporting) Regulations 2014

	Annual Plan 2021/22 (\$000)	LTP Amended Year 2 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
COMMUNITY FACILITIES / ACTIVITIES			
Sources of Operating Funding			
General rates, uniform charges, rates penalties	-	-	-
Targeted rates	9,457	10,128	9,982
Subsidies and grants (for operating)	189	50	42
Fees & charges	1,628	1,660	1,645
Internal charges & overheads recovered	675	685	744
Interest & dividends	-	42	-
Other receipts (incl petrol tax & fines)	-	-	-
Total operating funding (A)	11,950	12,566	12,414
Applications of Operating Funding			
Payments to staff and suppliers	7,173	7,086	7,653
Finance costs	173	439	177
Internal charges and overheads applied	2,448	2,383	2,579
Other operating funding applications	-	-	-
Total applications of operating funding (B)	9,794	9,908	10,409
Surplus/(Deficit) of operating funding (A-B)	2,156	2,658	2,005
Sources of Capital Funding			
Subsidies & grants for capital expenditure	4,485	5,013	3,510
Development & financial contributions	-	0	0
Increase /(decrease) in debt	9,741	6,746	4,242
Gross proceeds from sale of assets	-	5,535	5,345
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding (C)	14,226	17,295	13,097
Application of Capital Funding			
Capital expenditure:			
- to meet additional demand	-	1,082	1,082
- to improve level of service	14,967	12,754	8,813
- to replace existing assets	2,774	2,072	3,254
Increase/(decrease) in reserves	(1,358)	4,045	1,953
Increase/(decrease) in investments	-	-	-
Total application of capital funding (D)	16,382	19,953	15,102
Surplus / (deficit) of capital funding (C-D)	(2,156)	(2,658)	(2,005)
Funding balance (A-B)+(C-D)	0	0	0

FUNDING IMPACT STATEMENT

As required by the Local Government (Financial Reporting) Regulations 2014

	Annual Plan 2021/22 (\$000)	LTP Amended Year 2 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
REGULATORY SERVICES			
Sources of Operating Funding			
General rates, uniform charges, rates penalties	-	-	-
Targeted rates	2,589	2,658	2,998
Subsidies and grants (for operating)	-	-	-
Fees & charges	2,229	2,325	2,845
Internal charges & overheads recovered	294	299	294
Interest & dividends	1	1	4
Other receipts (incl petrol tax & fines)	116	114	128
Total operating funding (A)	5,228	5,397	6,268
Applications of Operating Funding			
Payments to staff and suppliers	4,269	4,321	5,078
Finance costs	-	39	8
Internal charges and overheads applied	1,566	1,517	1,823
Other operating funding applications	-	-	-
Total applications of operating funding (B)	5,835	5,877	6,909
Surplus/(Deficit) of operating funding (A-B)	(607)	(480)	(641)
Sources of Capital Funding			
Subsidies & grants for capital expenditure	-	-	-
Development & financial contributions	983	993	1,408
Increase/(decrease) in debt	1,295	(45)	1,387
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding (C)	2,278	948	2,796
Application of Capital Funding			
Capital expenditure:			
- to meet additional demand	-	-	-
- to improve level of service	1,304	-	1,400
- to replace existing assets	32	441	48
Increase/(decrease) in reserves	335	27	707
Increase/(decrease) in investments			
Total application of capital funding (D)	1,671	468	2,155
Surplus / (deficit) of capital funding (C-D)	607	480	641
Funding balance (A-B)+(C-D)	0	0	0

FUNDING IMPACT STATEMENT

As required by the Local Government (Financial Reporting) Regulations 2014

	Annual Plan 2021/22 (\$000)	LTP Amended Year 2 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
LEADERSHIP, STRATEGY & CORPORATE SERVICES			
Sources of Operating Funding			
General rates, uniform charges, rates penalties			
Targeted rates	3,710	3,823	3,870
Subsidies and grants (for operating)	285	202	104
Fees & charges	234	237	470
Internal charges & overheads recovered	9,406	9,073	10,128
Interest & dividends	425	355	349
Other receipts (incl petrol tax & fines)	-	-	-
Total operating funding (A)	14,060	13,691	14,921
Applications of Operating Funding			
Payments to staff and suppliers	12,565	12,208	13,311
Finance costs	-	12	6
Internal charges and overheads applied	2,687	2,588	3,013
Other operating funding applications	-	-	-
Other dedicated capital funding	-	-	-
Total applications of operating funding (B)	15,252	14,808	16,330
Surplus/(Deficit) of operating funding (A-B)	(1,191)	(1,117)	(1,409)
Sources of Capital Funding			
Subsidies & grants for capital expenditure	120	-	-
Development & financial contributions	-	-	-
Increase/(decrease) in debt	417	(14)	(7)
Gross proceeds from sale of assets	20	20	20
Lump sum contributions	-	-	-
Total sources of capital funding (C)	557	6	13
Application of Capital Funding			
Capital expenditure:			
- to meet additional demand	-	-	-
- to improve level of service	549	-	390
- to replace existing assets	295	254	381
Increase/(decrease) in reserves	(1,478)	(1,366)	(2,167)
Increase/(decrease) in investments			
Total application of capital funding (D)	(634)	(1,112)	(1,396)
Surplus / (deficit) of capital funding (C-D)	1,191	1,117	1,409
Funding balance (A-B)+(C-D)	0	0	0

REVENUE AND FINANCING POLICY - SUMMARY STATEMENT - KAUPAPAHERE Ā-PŪTEA

Introduction

The full Revenue and Financing Policy is included in the 2021-31 Long-Term Plan. The Policy, as applied to the 2022/23 Annual Plan is shown in the following Rating Funding Impact Statement. The Policy was scheduled to be reviewed prior to the 2021-31 Long-Term Plan, but due to the impacts of the COVID-19 lockdowns and recovery period through much of 2020, the review was not able to be completed. With Council elections scheduled in October 2022, the review of the policy will now begin early in 2023 with a view to it being consulted on and implemented as part of the 2024-34 Long Term Plan.

The basis of the current policy has evolved over 25 years and was first adopted (as the Funding Policy) following public consultation in 1997. It has been reviewed, refined and revised by the Council every three years since then, including using the principles outlined in the LGA (sec 101(3) and 103). Any changes have been implemented following the consultation processes of the long term plans and annual plans when the changes were made. The current policy as set out here was part of the supporting information for the 2021-31 Long-Term Plan and was subject to public consultation as part of the 2021-31 Long-Term Plan process.

Rating Base

Listed below are the population, property and valuation figures of the district. These are key to the way the rates required are divided up amongst properties.

Population (usually resident - Statistics NZ Tatauranga Aotearoa Census data 2018)

District	Area	Population	% Total Population
Masterton	Rural	5,743	22.5%
	Urban	19,814	77.5%
	TOTAL:	25,557	(9.4% increase over 5 years since the 2013 census)

Area 229,500 ha (urban area = 1,796 ha)

Rateable Properties		Separately Rateable Units 2022	
Rural	4,030	Rural	3,984
Urban	9,153	Urban	9,889
	13,183		13,873

Rating Valuation Totals (effective Sept 2020)

			Change (over 1.8 years) as a result of growth, since the 2020 revaluation
Land value	Rural	\$2,637 million	+0.4%
	Urban	\$2,075 million	+1.4%
	Total	\$4,712 million	+0.8%

			Change (over 1.8 years) as a result of growth, since the 2020 revaluation
Capital value	Rural	\$4,009 million	+1.0%
	Urban	\$4,808 million	+2.3%
	Total	\$8,817 million	+1.7%

2022/23 Impacts

The Council's 2022/23 rates required is 8.6% more than the prior year (before growth). Growth in property numbers and rateable values since June 2021 reduces that by 1.8%, bring the average increase to 6.8%. That increase will have some variations between properties depending of location and values, but with no general revaluation this year, the increases will be within a small range.

Overall, the 2022/23 budget changes result in an average 6.8% increase (after growth) for the urban ward and an average of 6.6% increase (after growth) for the rural ward.

- Urban residential properties will pay (on average) increased rates of 6.8% due to the Council's rates requirement.
- Urban commercial properties will pay (on average) increased rates of 6.6%
- Rural farm property increases average 6.7%.
- Rural lifestyle properties will pay 6.5% more.
- Beach properties will increase between 6.3% (Riversdale Beach) and 7.7% (Castlepoint Beach).

Policy Changes Summary

There are no policy changes to note.

Overall Mix of Rates Types

The prior year (2021/22) Rating Policy mix can be summarised in the table below:

Rates Type	Urban	Rural
Targeted Uniform Charges*	15.8%	35.8%
Services Charges	9.5%	6.0%
Land Value Rates	9.8%	34.1%
Capital Value Rates	64.9%	24.1%

The differential on value-based rates on urban non-residential properties = 2 times.

*Overall % of targeted uniform charges to total rates 20.6%

After incorporating the proposed rates required for Year 2 (2022/23) of the Long-Term Plan the rating mix is summarised as follows (subject to roundings):

Rates Type	Urban	Rural
Targeted Uniform Charges*	15.8%	35.8%

Rates Type	Urban	Rural
Services Charges	9.6%	7.2%
Land Value Rates	9.4%	34.0%
Capital Value Rates	65.2%	24.3%

The differential on value-based rates on urban non-residential properties = 2 times

*Overall % of targeted uniform charges to total rates 20.6%

RATING FUNDING IMPACT STATEMENT - TAUĀKI Ā-PŪTEA O NGĀ REITI

1. INTRODUCTION

1.1 A Funding Impact Statement must be prepared pursuant to Schedule 10 of the Local Government Act 2002.

1.2 Various sections of the Local Government (Rating) Act 2002 refer to the Funding Impact Statement. Those sections require:

- The basis of setting the general rate, i.e. land or capital value (Section 13).
- Any category or categories that will be used for differentiating the general rate (Section 14).
- The function or functions for which a targeted rate will be set (Section 16).
- Any category or categories of land that will be used to set a targeted rate on a differential basis or determine whether a property will be liable for a targeted rate (Section 17).
- Any factor that will be used to calculate liability for a targeted rate (Section 18).
- An indication that Council wishes to set a charge for water supply by volume of water consumed if Council is intending to do so (Section 19).

1.3 Important: Throughout this statement a level of rate or charge is specified. These are indicative figures included to give ratepayers an estimate of what their level of rates is likely to be and are based on the rating requirements of the Annual Plan. These figures are as close an estimate as possible to the actual rates that will be assessed in the coming year. The actual figures will be determined on adoption of the Annual Plan and Rates Resolution prior to 30 June 2022.

1.4 All figures for Rates and Charges as shown are inclusive of GST (unless stated). The revenue raised in each instance is the total revenue required by the Council before accounting for GST to central government.

1.5 The net operating expenses (net of user charges, subsidies & other external revenue) of the Council for 2022/23 totals \$38.4 million (excl GST) and will be provided by the various rating mechanisms outlined within the Revenue & Financing Policy (adopted as part of the 2021-31 Long-Term Plan).

1.6 The Policy, adopted in June 2018, and reconfirmed in June 2021, has been assumed to apply for the ten years of the 2021-31 LTP. The table on the following page illustrates the application of the policy to the funding requirements in year 2 of that Plan.

1.7 In addition to operating expenditure, the Council has a capital works programme of \$40.9 million (excluding GST) scheduled for 2022/23.

1.8 Separately Used or Inhabited Part of a Rating Unit. The following definition applies to the levying of all targeted rates by the Masterton District Council where the Council has determined that the rate shall apply to each separately used or inhabited part of a rating unit:

- A separately used or inhabited part of a rating unit includes any portion inhabited or used by the owner, or person other than the owner, and who has the right to use or inhabit that portion by virtue of a tenancy, lease or other agreement.
- This definition includes separately used parts, whether or not actually occupied at any particular time, which are provided by the owner for rental (or other form of occupation) on an occasional or long term basis by someone other than the owner.

RATING FUNDING IMPACT STATEMENT - RATES REVENUE BY RATE TYPE							\$000's
(All figures exclude GST) (NZ\$ 000's)		2022/23 Annual Plan			Prior Year 2021/22		
		Amount to be Collected by Ward			Amount to be Collected by Ward		
		Urban	Rural	Total	Urban	Rural	Total
Targeted Differential Rates across the District							
Roading Rate	LV rate	2,752	3,134	5,887	2,626	2,919	5,544
Representation & Development Rate	CV rate	2,997	870	3,867	2,853	828	3,682
Regulatory Services Rate	CV rate	2,213	642	2,855	1,931	561	2,492
Sundry Facilities & Services Rate	CV rate	2,368	725	3,093	2,094	678	2,772
Targeted Uniform Charge	Chrg	3,275	1,956	5,231	3,074	1,816	4,890
Targeted Rooding Charge	Chrg	567	1,342	1,910	533	1,249	1,782
		14,172	8,671	22,842	13,110	8,051	21,162
Targeted Rates							
Recycling Collection Charge	Chrg	751	-	751	623	-	623
Civic Amenities Rate	CV rate	3,133	-	3,133	2,939	-	2,939
Urban Water Supply Rate	CV rate	3,150	-	3,150	2,686	-	2,686
Urban Water Supply Charge	Chrg	1,053	-	1,053	902	-	902
Urban Sewerage Rate	CV rate	5,152	-	5,152	4,882	-	4,882
Urban Sewerage Charge	Chrg	1,718	-	1,718	1,625	-	1,625
Beach Collections Charge	Chrg	-	98	98	-	88	88
Rural water & sewerage rates**	Chrg	26	403	429	24	373	397
		14,982	501	15,484	13,682	461	14,142
Total Rates**		29,154	9,172	38,326	26,792	8,512	35,304
Percentage Change (after growth)		6.9%	6.4%	6.8%	4.8%	7.7%	5.4%
* Charges (per sec 21(2)(b)) as % of Total Rates not to exceed 30%				20.6%	19.8%		
** Note: figures above exclude Riversdale & Tinui capital contributions							
Riversdale Beach sewerage capital contributions			46	46		59	59
Tinui sewerage capital contributions			5	5		5	5

RATING FUNDING IMPACT STATEMENT SUMMARY - 2022-23

DISTRICT VALUES

(ESTIMATED for 30-6-22)	U1	U2	Total Urban	Total Rural	Total District
Differential	1	2.0		-	
District Land Value	1,799,710,000	275,300,000	2,075,010,000	2,636,600,000	4,711,610,000
District Capital Value	4,213,770,000	593,750,000	4,807,520,000	4,008,850,000	8,816,370,000
Targeted Uniform Charges (no.)	9,157	732	9,889	3,984	13,873
Water Charges (no.)	9,161	682	9,843	-	9,843
Sewerage Charges (no.)	8,980	698	9,678		9,678
Recycling Charges (no.)	9,010	689	9,699		9,699

Note: the valuation figures and numbers of charges listed above are an estimate of the values and numbers as at 30 June 2022

All Rates INCLUDING GST at 15%

	Rating Requirement			UNIFORM CHARGES AND RATES IN \$		
	Urban	Rural	Total	Residential	Non-residential	Rural
TARGETED CHARGES	\$ 33,534,675	\$ 10,603,730	\$ 44,138,404			
Uniform Charge	3,767,990	2,247,692	6,015,682	\$ 381.00	\$ 381.00	\$ 564.00
Roading Charge	652,674	1,545,792	2,198,466	\$ 66.00	\$ 66.00	\$ 388.00
Recycling Collection Charge	863,211	-	863,211	\$ 89.00	\$ 89.00	-
sub total	5,283,875	3,793,484	9,077,359			
	15.76%	35.8%	20.6%			
Water Charge	1,210,689	-	1,210,689	\$ 123.00	\$ 123.00	-
Sewerage Charge	1,974,312	-	1,974,312	\$ 204.00	\$ 204.00	-
sub total	3,185,001	-	3,185,001	\$ 863.00	\$ 863.00	\$ 952.00
	9.6%		7.2%			
TARGETED LAND VALUE RATES						
Roading Rate	3,165,206	3,602,518	6,767,724	0.001347	0.002694	0.001366
	3,165,206	3,602,518	6,767,724	0.001347	0.002694	0.001366
	9.44%	34.0%	15.6%			
TARGETED CAPITAL VALUE RATES						
Representation & Devlpmt Rate	3,446,602	1,000,626	4,447,229	0.000638	0.001276	0.000250
Regulatory Services Rate	2,544,553	738,741	3,283,294	0.000471	0.000942	0.000184
Sundry Facilities Rate	2,723,392	833,857	3,557,250	0.000504	0.001008	0.000208
Civic Amenities Rate	3,603,527	-	3,603,527	0.000667	0.001334	-
Water Rate	3,622,461	-	3,622,461	0.000650	0.001300	-
Sewerage Rate	5,926,057	-	5,926,057	0.001058	0.002116	-
sub total	21,866,593	2,573,225	24,439,818	0.003988	0.007976	0.000642
	65.2%	24.3%	56.2%			
	33,500,675	9,969,227	43,469,902			
OTHER TARGETED RATES						
Beach refuse & recycling collection	Targeted Chrg	113,080		\$ 220.00	Beach collections	
Opaki water race	Targeted LV rate	71,256		0.001593	per \$LV of serviced properties	
Tinui water supply	Targeted Chrg	15,043		\$ 485.00	per connection	
Castlepoint sewerage	Targeted Chrg	114,925		\$ 563.00	per connection	
*RBCSS - connected charge	Targeted Chrg	244,711		\$ 623.00	per property using the system	
RBCSS - service available	Targeted Chrg	8,178		\$ 141.00	per servicable, but not connected property	
RBCSS - Capital TP Yr 13 of 20	Targeted Chrg	52,589	time payments	\$ 1,643.40	32.0 paying off capital	
Tinui sewerage - TP stage I	Targeted Chrg	213	time payments	\$ 212.50	1 paying off stage I	
Tinui sewerage - TP stage I & II	Targeted Chrg	5,212	time payments	\$ 744.50	7 paying off stage I & II	
Tinui sewerage - operating	Targeted Chrg	9,298	operating	\$ 489.00	per connection	
Sewerage tmt charge (liquid only)		34,000		\$ 500.00	per equivalent connection	
Total Rates	\$ 33,534,675	\$ 10,603,730	\$ 44,138,404			

TP = time payment

*RBCSS = Riversdale Beach Community Sewerage Scheme

2. DIFFERENTIAL RATES ACROSS THE DISTRICT

2.1 The Council continues its practice of not having one 'General Rate' but instead having a number of targeted rates charged across the district, set on a differential basis (see urban/rural cost allocations by service) and levied on either land value or capital value, as described in the Revenue & Financing Policy.

2.2 The separate targeted rates will be set on a differential basis using rating areas (urban and rural) and land use to determine the categories.

2.3 Rating areas are defined as:

Urban rating area – all rating units within the urban area of Masterton as defined by the District Plan.

Rural rating area – all rating units in the rural area of Masterton District, including beach settlements.

2.4 The differential categories are explained as follows: Category 1 U1 (Differential 1.0 applied to urban value-based rates) Urban Residential – all rating units in the urban rating area used primarily for residential purposes, or for public halls, for sporting purposes or are vacant land. Category 2 U2 (Differential 2.0 applied to urban value-based rates) Non-residential urban – all rating units in the urban rating area used for purposes other than residential use (as defined in above). Category 3 R1 (Differential 1.0 applied to rural value-based rates) Rural – all rating units in the rural rating area.

2.5 Properties which have more than one use (or where there is doubt on the relevant primary use) will be split with a rating unit division so that each division allows the rates to be levied according to the relevant use of the property. Note that subject to the rights of objection to the rating information database set out in Section 28 of the Local Government (Rating) Act 2002, the Council is the sole determiner of the categories.

2.6 The four targeted rates charged on all rateable properties, with costs allocated between urban and rural wards as per the Revenue & Financing Policy allocation table and charged on a differential basis will be as follows:

Roading Rate – estimated per dollar of Land Value for 2022/23 will be:

U1	0.001347 per dollar of land value raising	\$2,424,000
U2	0.002694 per dollar of land value raising	\$742,000
R1	0.001366 per dollar of land value raising	\$3,602,000
	Total	\$6,768,000

The Roothing rate will be used to provide the following services:

- Subsidised road maintenance and renewals programme on the District roading network.
- Non-subsidised roading maintenance in the urban area.
- Non-subsidised roading maintenance in the rural area.

Representation & Development Rate – estimated per dollar of Capital Value for 2022/23 will be:

U1	0.000638 per dollar of capital value raising	\$2,689,000
U2	0.001276 per dollar of capital value raising	\$758,000
R1	0.000250 per dollar of capital value raising	\$1,000,000
	Total	\$4,447,000

The Representation and Development Rate will be used to provide the following services:

- Governance and Representation

- Community Development
- Arts and Culture
- Economic Development and Promotion
- District Amenities (security cameras, under-verandah lighting)

Regulatory Services Rate – estimated per dollar of Capital Value for 2022/23 will be:

U1	0.000471 per dollar of capital value raising	\$1,985,000
U2	0.000942 per dollar of capital value raising	\$559,000
R1	0.000184 per dollar of capital value raising	\$739,000
	Total	<u>\$3,283,000</u>

The Regulatory Services rate will be used to provide the following services:

- Resource Management and District Planning
- Environmental Health, Building and General Inspection Services
- Civil Defence and Emergency Management

Sundry Facilities & Services Rate – estimated per dollar of Capital Value for 2022/23 will be:

U1	0.000504 dollar of capital value raising	\$2,124,000
U2	0.001008 per dollar of capital value raising	\$599,000
R1	0.000208 per dollar of capital value raising	\$834,000
	Total	<u>\$3,557,000</u>

The Sundry Facilities and Services rate will be used to provide the following services (see Allocation Table in the Revenue and Financing Policy for urban/rural share of each service cost):

- Waste, Recycling and Composting (excluding specific rural waste services)
- Urban Stormwater (urban ward only)
- Public Conveniences
- District Buildings
- Mawley Park
- Airport
- Rural halls
- Other property costs and other rural services (eg water supply testing)

3. DIFFERENTIAL TARGETED CHARGE - TARGETED ANNUAL CHARGE (TAC)

3.1 In addition to the district-wide rates collected on a differential basis, the Council sets a targeted annual charge, differentiated between urban and rural wards, and levied on each separately used or inhabited part of a rating unit. The urban/rural differential is based on costs of services allocated per the Revenue and Financing Policy.

3.2 The estimated Targeted Annual Charges for 2022/23 will be:

U1 and U2	\$381.00 per part of rating unit raising	\$3,768,000
-----------	--	-------------

R1	\$564.00 per part of rating unit raising	\$2,248,000
	Total	\$6,016,000

3.3 The Targeted Annual Charge will be used to provide the following services:

- Library and Archive
- Recreation Centre
- Sports Fields (rural rating area only)
- Parks and Reserves (rural rating area only)
- Forestry
- Cemeteries (rural rating area only)
- Dog Control
- Rural Refuse and Transfer Stations (excluding beach collections rate)

4. DIFFERENTIAL TARGETED CHARGE - ROADING CHARGE

4.1 In addition to the roading rate collected on a differential basis, Council sets a differential targeted roading charge on each separately used or inhabited part of a rating unit.

4.2 The estimated roading charge for 2022/23 will be:

U1 and U2	\$66.00 per part of rating unit raising	\$652,000
R1	\$388.00 per part of rating unit raising	\$1,546,000
	Total	\$2,198,000

4.3 The Roading charge will be used to fund a portion of the roading costs allocated to each ward – as per the Revenue and Financing Policy.

5. DIFFERENTIAL TARGETED RATES

5.1 Civic Amenities (urban only), Water, Sewerage, Urban Recycling collection and Beach collections.
Differential based on costs allocated to rating area and location of service.

6. CIVIC AMENITIES RATE

Civic Amenities Rate – estimated per dollar of Capital Value for 2022/23 will be:

U1	(0.000667 per dollar of capital value) raising	\$2,811,000
U2	(0.001334 per dollar of capital value) raising	\$792,000
	Total	\$3,603,000

The Civic Amenities rate will be used to fund the urban share of the following services:

- Parks and Reserves
- Sports Fields
- Cemeteries
- Airport

7. SERVICES DIFFERENTIALS

The Council uses the following differential categories to assess rates on rating units for water supply, sewerage and the recycling collection rates.

Availability of Service for:

Urban Water Supply Rate

The differential categories for the proposed uniform water supply rates are:

Connected – any separately used or inhabited part of a rating unit that is connected to the Masterton urban water supply.

Serviceable – any separately used or inhabited rating unit that is not connected to the Masterton urban water supply but is within 100 metres of such water supply and within the urban rating area and not charged by metered usage:

Urban Sewerage Rate

The differential categories for the proposed sewage disposal rate are:

Connected – any separately used or inhabited part of a rating unit that is connected to the Masterton public sewerage system.

Serviceable – any separately used or inhabited part of a rating unit that is not connected to the Masterton public sewerage system but is within 30 metres of such a service and within the urban rating area.

Urban Recycling Collection Rate

Urban – on every separately used or inhabited part of a rating unit situated within the urban area of Masterton to which the Council is prepared to provide the service.

Rural – on every separately used or inhabited part of a rating unit situated in the rural area of Masterton, to which the Council is prepared to provide a service.

Beach Refuse and Recycling Collection Rate

Riversdale Beach and Castlepoint – on every separately used or inhabited part of a rating unit situated within the two beach settlements to which the Council is prepared to provide the service.

Riversdale Beach Sewerage Rate

Residential Equivalents (REs) were established during the development of the Riversdale Beach Sewerage Scheme in order to allocate the shares of capital contribution. This RE unit will be the basis of charging annual operating rates as per the Local Government (Rating) Act 2002, schedule 3, clause 8.

8. URBAN WATER SUPPLY RATES

Targeted using a Uniform Basis and a Capital Value Rate, differentiated as per clause 2.4.

8.1 The Council sets a targeted capital value rate on a differential basis, plus a uniform charge for water supply. The uniform charge will be assessed on each separately used or inhabited part of a rating unit throughout the serviced area where rating units are connected to the urban water supply scheme. The capital value rate will be levied on properties where a service connection is available (ie they are 'serviceable' per definition in clause 7).

8.2 The charge will be set on a differential basis based on the availability of service (the categories being 'connected' and 'serviceable'). Rating units that are not connected will not be liable for the water supply charge.

8.3 The estimated rates for 2022/23 are:

Urban Water Supply Charge

Connected **\$123.00** raising **\$1,211,000**

Urban Water Supply Rate charged on connected and serviceable - estimated per dollar of capital value for 2022/23 will be:

U1+R1	(0.000650 per dollar of capital value) raising	\$ 2,775,000
U2	(0.001300 per dollar of capital value) raising	\$847,000
	Total	\$ 3,622,000

Raising a total of **\$4,833,000**

Urban (Metered) Water Supply on metered properties

8.4 The Council sets a targeted rate for water supplied to metered rural properties from the urban water supply, based on volumes of water supplied through water meters. The Water Supply Charge will also apply to these properties.

8.5 The estimated rates for 2022/23 are as follows:

Price per cubic metre for between 50 and 100m ³ per quarter	\$1.63
Price per cubic metre for consumption over 100m ³ per quarter	\$2.10

Minimum charge per quarter of \$67.00 for 50m³ per quarter or below

9. URBAN SEWERAGE RATES

Targeted using a Uniform Basis and a Capital Value Rate differentiated as per clause 2.4.

9.1 The Council sets a targeted capital value rate and a uniform charge for urban sewerage. The uniform charge will be levied on each separately used or inhabited part of a rating unit throughout the district where properties are connected to the Masterton urban sewerage scheme. The capital value rate will be levied on properties where connection is available (i.e. they are 'serviceable' as per the definition in clause 7).

9.2 The charge will be set on a differential basis based on the availability of service (the categories are 'connected' and 'serviceable'). Rating units not connected to the scheme will not be liable for the urban sewerage charge.

9.3 The estimated rates for 2022/23 are:

Urban Sewerage Charge

Connected **\$204.00** raising **\$1,974,000**

Urban Sewerage Rate charged on connected and serviceable rating units - estimated per dollar of capital value for 2022/23 will be:

U1 + R1	(0.001058 per dollar of capital value) raising	\$4,548,000
U2	(0.002116 per dollar of capital value) raising	\$ 1,378,000
	Total	\$ 5,926,000

Raising a total of **\$7,900,000**

10. RECYCLING COLLECTION RATE

10.1 The Council sets a targeted rate for the urban recycling collection costs on the basis described in clause 7.

10.2 The rate for 2022/23 is proposed as: Serviced Property \$89.00 raising \$863,000.

11. RURAL TARGETED SERVICES RATES

11.1 The Council sets a targeted rate for **Beach Refuse and Recycling Collection** services on the basis of a fixed charge per property at Castlepoint and Riversdale Beach to which the services are available.

The uniform charge per property for 2022/23 is: \$220.00

Raising a total of \$113,000

11.2 The Council set targeted rates for the **Opaki Water Race** on the basis of land value of the properties serviced. The land value rate for 2022/23 is \$0.001593

Raising a total of \$71,300

11.3 Council set targeted rates for the **Tinui Water Supply** on the basis of connected rating units.

The uniform charge per property for 2022/23 is: \$485.00

Raising a total of \$15,000

11.4 The Council set targeted rates for the **Castlepoint Sewerage Scheme** on the basis of connected rating units. The uniform charge per connection for 2022/23 is: \$563.00

Raising a total of \$115,000

11.5 The Council set two targeted rates for the operation of the **Riversdale Beach Sewerage Scheme**. These are:

- a Connected rate based on a rating unit's residential equivalent connections to the scheme (as was assessed through the scheme development phase).
- a Serviceable rate (i.e. empty sections yet to have a dwelling built) will be charged on each rating unit which is within 30 metres of the service.

Connected - a uniform charge per residential equivalent connection for 2022/23 will be: \$623.00 raising a total of approximately \$245,000

Serviceable - a uniform charge per serviceable rating unit for 2022/23 will be: \$141.00 raising a total of approximately \$8,200

Capital Contributions - as per the Amendment to the LTCCP for 2009/19 and the Capital Project Funding Plan for the Riversdale Beach Sewerage Scheme, the capital costs of the scheme will be charged per residential equivalent (RE). The following payment options remain relevant for Riversdale Beach property owners paying off their capital contributions over time:

Time Payment Yr 13 of 20 - the RE levied as a targeted rate spread over 20 years, with interest applied at 7.5 % (equates to \$1,643.40 pa including GST).

11.6 The Council set three targeted rates for the **Tinui Sewerage Scheme** for the 2022/23 year, on the basis of connected properties and their elected capital contributions for stages I and II of the scheme's upgrade. One rate will cover the annual operating costs of the scheme. The other rates will be levied on the connected properties as per their elected capital contribution payment options.

The Operating Costs rate per connection (including Tinui School as 5 connections) for 2022/23 is: \$489.00 raising a total of approximately \$9,300

The Part Capital Contribution Stage I (1 property) for 2022/23 is: \$212.50

The Part Capital Contribution Stage I & II (7 properties) for 2022/23 is: \$744.50

11.7 The Council set a targeted rate called the **Sewage Treatment Charge** on the basis of connected properties in the rural area discharging septic tank outflows (liquid effluent) to the urban sewerage system. One charge per residential equivalent (RE - assumed to be 600 ltrs/day). Properties assessed as having multiple residential equivalents will be charged multiple charges based on assessed volume of discharge (including Rathkeale College).

The uniform charge per RE property for 2022/23 is: \$500.00 raising a total of \$34,000.

12. FUTURE TARGETED RATES – FLAGGED FOR INFORMATION

12.1 Private costs recovered

The Council may set a targeted rate in 2023/24 or future years in order to recover the costs of work the Council has had done relating to private property. This work may include undertaking earthquake assessments on commercial buildings or repairing faults in the sewer network on private property. The basis of the rates will be the recovery of costs incurred by the Council in order for an owner to comply with Council requirements e.g. supply of information under the Council's earthquake building assessment policies, stormwater maintenance or sewer repairs on private property to reduce inflow and infiltration in the sewer network.

13. OUT-OF-DISTRICT WATER & SEWERAGE CHARGES

13.1 The Council charge for non-metered water supply and sewerage services which are supplied or the service is available to properties outside the Masterton District on the following basis:

Water supply – \$0.001300 per dollar of Capital Value on serviceable properties, plus a \$123.00 fixed charge per separately identifiable connection. Note: metered connections will be required to pay the water meter charges noted above.

Sewerage – \$0.002116 per dollar of Capital Value on serviceable properties, plus \$204.00 charge per connected property, plus any charges under the Trade Waste bylaw regime.

14. DUE DATES FOR PAYMENT OF RATES

All rates will be payable in four instalments with due dates as follows:

1st instalment 22 August 2022

2nd instalment 21 November 2022

3rd instalment 20 February 2023

4th instalment 22 May 2023

15. PENALTY CHARGES

Penalties will be applied as follows:

10% charged on the balance of the first instalment of rates remaining unpaid after 22 August 2022.

10% charged on the balance of the second instalment of rates remaining unpaid after 21 November 2022.

10% charged on the balance of the third instalment of rates remaining unpaid after 20 February 2023.

10% charged on the balance of the fourth instalment of rates remaining unpaid after 22 May 2023.

Arrears penalty charges

10% charged on the balance of arrears unpaid as at 30 June 2022. The penalty will be applied 8th July 2022.

Roundings

Rates statements may be subject to roundings. The rates due will be calculated to the nearest cent, but rounded to the nearest 10 cents.

SCHEDULE OF FEES AND CHARGES - NGĀ RĀRANGI UTU ME NGĀ UTU WHAKAHAERE 2022/23

Fees and charges are reviewed annually as part of the Annual or Long-Term Plan process. The Fees and Charges Schedule for 2022/23 is available on our website here [<INSERT HYPERLINK>](#).



PHONE

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

EMAIL

mdc@mstn.govt.nz

CALL INTO

161 Queen Street, Masterton
9am to 4pm

WRITE TO

Masterton District Council
PO Box 444, Masterton 5840

 FOLLOW US ON FACEBOOK @MastertonDC

WWW.MSTN.GOV.T.NZ

**DRAFT FOR
ADOPTION
2022/23 Fees and
Charges Schedule**

Animal Services (including Dog fees)

	(GST inclusive)	2022/23
Urban entire		\$169.00
Urban neutered		\$100.00
Responsible Owner (discount 25%)	urban neutered	\$75.00
Rural 1st dog (incl working)		\$100.00
Rural 2nd & sub (incl working)		\$27.00
Permit holder		\$100.00
Dangerous neutered		\$150.00
Seeing eye dogs		\$0.00
Application for RDO		\$25.00
Sustenance fee (per day)		\$20.00
Poundage Fee: First impounding		\$75.00
Second impounding		\$130.00
Third & subsequent impounding (within 12 months)		\$200.00
Surrender of dog (acceptance must be on prior approval)		\$300.00
Micro-chipping of Masterton registered dog		\$20.00
Application for Permit - keep more than two dogs in urban area		\$60.00
Replacement registration tag		\$5.00
Collars, apparel and worming tablets		actual cost plus 15%
Costs and expenses relating to impounding and securing impounded dog		actual cost plus 15%
Rehoming fee for impounded dog	No charge to adopt but pro rata registration applies	
Hire of bark collar	2 week hire, plus bond	\$20 + \$20 bond
Hire of cat trap	2 week hire, plus bond	\$20 + \$20 bond

Dog seizure fee		\$150.00
After-hours dog release (additional to impounding fees)	A special call-out to return a dog to its owner outside of normal office hours, only by arrangement with the after-hours officer on duty. Only between the hours of 8am and 8pm.	\$150.00
Vet treatment for impound dog	Urgent care for impounded dog	Actual cost plus 15%

Stock Impounding Fees

	(GST inclusive)	2022/23
Poundage fee for every horse, mare, gelding, colt, filly, foal, mule, ass, ox, bull, cow, steer, heifer or calf		\$77.00
Sustenance fee for every horse, mare, gelding, colt, filly, foal, mule, ass, ox, bull, cow, steer, heifer or calf		\$13.00
Poundage fee for every ram, ewe, wether, lamb or goat		\$55.00
Sustenance fee for every ram, ewe, wether, lamb or goat		\$8.00
Poundage fee for every boar, sow or pig		\$55.00
Sustenance fee for every boar, sow or pig		\$13.00
For the second and subsequent impounding in one year of the stock of any particular owner, the above poundage fees are increased by 50%.		
Fees for Giving Notice of Impounding		
For writing and delivering of any notice or sending any notice by post		\$26.00
For inserting any notice in one or more newspapers		\$41.00
Charge for leading, driving or conveying stock		
Actual cost incurred, with a minimum charge of		\$80.00

Building Consent Authority and PIM Fees

	(GST inclusive)	2022/23
	PIM Fee (if applying prior or with building consent application) (Additional to BC fee)	Building Consent (BC) only Fee Building Consent (BC) only Fee (excluding PIM fee, BRANZ and DBH levies)
MINOR WORK		
Swimming pools > 1,200 mm above ground and Spa pool & Swimming pool fences	N/A	\$135.00
Residential demolition (Rate Per Hour)	\$47.00	\$210.00
Solid fuel heater	\$47.00	\$380.00
Peripheral Plumbing and Drainage work e.g./ minor alterations, septic system renewal, wet area shower-items outside the scope of Schedule 1 - 1 Inspection	\$47.00	\$430.00
Project Drainage work, e.g. new minor subdivision services, and common drains (up to 4 lots)	\$47.00	\$670.00
Minor Projects - Garden sheds/Retaining walls/Carports/Decks/Conservatories/ Inground Pools/ Proprietary garage or storage Agricultural Buildings Repiling 2 Inspections	\$47.00	\$670.00
Larger farm buildings (covered yards, wool sheds), incl Plumbing and Drainage	\$94.00	\$1,150.00
Garages, simple design, single level with plumbing and drainage and/or firewall. If self-contained use dwelling fee.	\$94.00	\$1,480.00
RESIDENTIAL NEW DWELLINGS		
Single Storey value <\$500k		\$4,330.00
Complex -Single Storey value >\$500k and Multi storey		\$4,950.00
Transportable dwelling (yard built - to be transported to another district)	\$94.00	\$3,300.00
Single storey multi-unit apartment (First unit)	\$373.00	\$4,330.00
Single storey Subsequent Units		\$2,165.00
Complex/ Multi storey multi-unit apartment (First Unit)	\$561.00	\$4,950.00
Complex Multi Storey Subsequent Units		\$2,480.00

RESIDENTIAL DWELLING ADDITIONS & ALTERATIONS		
Alterations (minor) up to 3 inspections including processing time		\$1,150.00
Alterations (minor) up to 6 inspections including processing time		\$2,600.00
Alterations (major) up to 8 inspections including processing time		\$3,200.00
TRANSPORTABLE/RELOCATED RESIDENTIAL DWELLINGS		
Transportable/Relocated residential dwelling - urban (Resource Consent required for relocated dwellings)	\$561.00	\$1,860.00
Transportable/Relocated residential dwelling - rural (Resource Consent required for relocated dwellings)	\$561.00	\$2,160.00
<i>Note: if relocation includes additions or alterations add Additions & Alterations rate.</i>		
COMMERCIAL / INDUSTRIAL		
Commercial demolition	\$47.00	\$600.00
Minor commercial work e.g. signs/shop fronts/minor fit outs (no plumbing and drainage)		
Fit outs (no Plumbing and drainage) , Specified System Changes - Single Inspection	\$187.00	\$825.00
Minor Commercial Work Up to 3 inspections	\$94.00	\$1,300.00
Use Commercial rate for large subdivision services		
Commercial/Industrial <\$50,000	\$301.00	\$2,475.00
Commercial/Industrial \$50,001 - \$100,000	\$449.00	\$3,450.00
Commercial/Industrial \$100,001 - \$150,000	\$598.00	\$4,400.00
Commercial/Industrial \$150,001 - \$250,000	\$747.00	\$5,360.00
Commercial/Industrial \$250,001 - \$350,000	\$896.00	\$6,400.00
Commercial/Industrial \$350,001 - \$500,000	\$1,045.00	\$7,320.00
Commercial/Industrial \$500,001 - \$1,000,000	\$1,045.00	\$8,000.00
Commercial/Industrial/Agricultural >\$1,000,000	\$1,045.00	\$8,000.00
Complexity per \$100,000 over \$1 million		\$475.00
<i>Note: Development levies may apply to commercial building consents. Check with Council.</i>		
OTHER		
Building Consent Officer Hourly Rate		\$210.00
Team Leader Hourly Rate		\$255.00

Re-Inspection, for failing to build to plan, revisiting incomplete work, consent documents not on site.	per hour	\$210.00
Amendment to Building Consent (Reassessment of amended plans). Charges will also apply if the amendment involves additional inspections.	per hour	\$210.00
Minor Variation Assessment (1/2 hr BCO and admin)		\$105.00
Notice to fix- Inspections and Administration per hour		\$210.00
Travel Modifier >20km from Waiata House		3%
Travel Modifier >40km from Waiata House		5%
COMPLIANCE / TA FUNCTIONS	(GST inclusive)	
Swimming Pool Inspection fee - <i>further charges may apply if multiple visits are required to ensure compliance with safety requirements.</i>		\$165.00
Certificate of Acceptance - Building Consent fee for the applicable building work plus actual costs at hourly rate (including inspections), payable prior to issue of certificate.	per hour	\$210.00
Compliance Schedule Amendment (includes one inspection and 12A and BWOFF administration) any additional time charged at BSO hourly rate		\$300.00
BWOFF Annual Renewal Fee		\$110.00
Notice to fix- Inspections and Administration per hour		\$210.00
BWOFF Technical Audit (2 hrs) any additional time charged at BSO hourly rate		\$300.00
Earthquake Prone Building Report Review/ Status Confirmation	2 hours	\$330.00
Discretionary Exemption from Building Consent Assessment, Sch 1(2) of the Building Act		\$300.00
Application for Certificate of Public Use (CPU) includes inspection		\$300.00
Amendment to Building Consent -for a modification or waiver to a building, consent (per hour, inspections may incur additional charges	per hour	\$210.00
Building Services Officer (BSO) Hourly Rate		\$170.00

BUILDING ADMINISTRATION		
Building Administrator Hourly Rate		\$105.00
Certificate of title		\$30.00
BRANZ levy for work of \$20,000 or more	Charge is per \$1,000 or part thereof	\$1.00
MBIE Levy - GST inclusive for work of \$20,444 or more	Charge is per \$1,000 or part thereof	\$1.75
Administration - Printing Charge for Issued Consents (Optional)		\$55.00
Processing hardcopy certificate applications		\$105.00
Property search fee (Includes download, scanning documents, email, or writing to disc)		\$25.00
Annual Building consent list mailer (Annual charge - emailed)		\$125.00
Relocatable Transported Rural Road Bond		\$2,000.00
Infrastructure Protection Bond		\$800.00
Road Damage Bond as set by Council engineering	minimum	\$520.00
Photocopying (per copy)		
Black - up to A3	each	\$2.00
Colour - up to A3	each	\$5.00
Black - up to A0	each	\$20.00

Land Information Memorandum (LIM)

	(GST inclusive)	2022/23
Land Information Memorandum (LIM)		
LIM - Standard - 10 days		\$310.00
LIM - Urgent - 5 days		\$466.00
Certificate of title		\$31.00

Planning

		(GST inclusive unless stated)	2022/23
LAND USE OR SUBDIVISION CONSENTS			
Activity			Deposit
Controlled			\$1,250.00
Restricted Discretionary - Non Notified			\$1,500.00
Restricted Discretionary - Limited Notified			\$1,500.00
Discretionary			\$1,875.00
Non Complying			\$2,500.00
Heritage Items *			Free for heritage work only
Additional deposit for streamlined decision making on resource consents			\$5,500.00
Additional deposit for proposals of National Significance on resource consents			\$5,500.00
Application for change/cancellation of conditions RMA s127			\$500.00
Application for extension of consent lapsing time RMA s125			\$500.00
Deemed Permitted Boundary/Marginal Activities			
Permitted Boundary Activity (PBA)			\$315.00
Certificates of Compliance			
Request for Certificate of Compliance under RMA s139			\$360.00
Request for Existing Use Certificate under RMA s139A			\$1,250.00
Designations and Heritage Orders			
Notice of Requirement			\$5,500.00
Outline Plan of Works s176A RMA			\$1,250.00
Minor Alteration to Designation s181(3) RMA			\$1,500.00
Additional deposit for proposals of National Significance for Designations and Heritage Orders			\$5,500.00
PLAN CHANGES			
Plan Change Request - prior to decision under RMA Schedule 1 Clause 25 to adopt/accept/reject request			\$5,500.00
Private Plan Change - where plan change request has been accepted (but not adopted) under RMA Schedule 1 Clause 25			Actual Costs

311

Additional deposit for streamlined Planning Process on Private Plan Changes		\$5,500.00
Additional deposit for proposals of National Significance on Private Plan Changes		\$5,500.00
MISCELLANEOUS CERTIFICATES		
S223 Certificate		\$260.00
S224 Certificate		\$310.00
S226 Certificate		\$360.00
Certificate of Compliance (Permitted activity pursuant to Resource Legislation Amendment Act 2017) and Deemed Permitted Boundary/Marginal Activities		\$360.00
Cancellation of Building Line Restriction s327A Local Government Act 1974		\$180.00
Right of Way approval s348 Local Government Act 1974		\$400.00
Cancellation of amalgamation condition s241(3) RMA		\$400.00
Revocation of easement s243(e) RMA		\$400.00
PLANNING FEES		
Public Notification		\$2,500.00
Limited Notification		\$1,500.00
Pre Hearing		\$510.00
Hearing		\$1,500.00
External Consultancy		Actual cost
Post Decision - Requested changes		\$400.00
Post Decision - Minor changes		\$180.00
FINANCIAL CONTRIBUTIONS - as per Wairarapa Combined District Plan		
Reserves Contributions		Rural 2% of land value (plus GST) Urban 3% of land value (plus GST)
Roading Contributions		Rural 3% of land value (plus GST) Urban 2% of land value (plus GST)

ADDITIONAL CHARGES		
Note: Pursuant to Section 36, 36 (1) and 36 (3) of the Resource Management Act 1991, Council may require the person who is liable to pay one or more of the above charges, to also pay an additional charge to recover actual and reasonable costs in respect of the matter concerned.		
Planner	Per hour	\$185.00
Senior/Principal Planner/Engineer/Parks and Reserves technical expertise.		\$225.00
Manager Planning		\$265.00
Administration		\$103.00
Independent Hearing Commissioner		Actual Costs

Infrastructure Contributions

As part of approved resource consents for new lots in the urban areas of Masterton, subdividers/developers are required to pay for connections to infrastructure services. The charge is effectively a service connection fee to the existing network services. These charges are payable prior to connection, and approved subdivision developments are subject to the requirements of the Wairarapa Combined District Plan. For more information on financial contributions, please contact the Planning team.

Cemetery Charges

(GST inclusive)		2022/23
PLOT FEES		
Lawn Cemetery Plots		
Child no more than 12 months old		\$201.00
Child more than 12 months but less than 10 years		\$378.00
All others		\$1,183.00
Cremations Plots - Berms		\$290.00
INTERMENT FEES		
Lawn Cemetery		
Child no more than 12 months		\$203.50
Child more than 12 months but less than 10 years		\$631.60
All others - Urban cemeteries		\$1,265.00

All others - Rural cemeteries		\$1,537.70
Cremations Plot - (Urban)		\$412.00
Cremations Plot - (Rural)		\$506.20
ADDITIONAL CHARGES		
Out of District fee - Interment (this is an additional cost to the purchase of a lawn or cremation plot)		\$962.00
Out of District fee - Cremation (this is an additional cost to the purchase of a lawn or cremation plot)		\$400.00
Breaking/Removing stone work, concrete		Actual costs
Interments on Saturday, Sunday & Statutory holidays (this fee is additional to regulation charges)		Actual costs or \$530 whichever is greater
Interments requiring attendance outside core working hours of normal working week (i.e. 0730 - 1600 hours). These charges are additional to regulation fees		Actual costs
Disinterment		Actual costs
Availability of soil for hand filling adult plots		\$494.00
Removal of headstones and foundation structures		Actual costs
Construction of concrete floor, covers or renovation		Actual costs
RSA - No charge for Plot or Out of District Fee		Interment Fee Only

Library Charges

		(GST inclusive)	2022/23
Rental Charge			
Hot Picks	3 week loan		\$3.00
Inter-loans			\$10.00
Photocopying & Printing			
First 5 pages black are free	A4 black		\$0.20
	A4 colour		\$1.00
First 5 pages black are free	A3 black		\$0.40
	A3 colour		\$2.00

Other		
Fax - New Zealand	first page	\$2.00
	additional pages	\$1.00
Fax - International	first page	\$3.10
	additional pages	\$1.00
Scan and email		\$1.00
Laminating	A4	\$2.00
	A3	\$3.00
Late Returns		
Hot Picks	per day	\$1.00
Books lost or not returned		replacement cost

Parking

	(GST inclusive)	2022/23
Parking Meter Charges - Per hour		\$1.00
Parking Offence Infringements (No GST)		
P101 Parked within an intersection		\$60.00
P102 Parked on or within 6 metres of an intersection		\$60.00
P104 Parked on or near a pedestrian crossing		\$60.00
P107 Parked on broken yellow lines		\$60.00
P108 Parked on area reserved for hire or reward		\$60.00
P113 Double parking		\$60.00
P117 Inconsiderate parking		\$60.00
P105 Prohibited area		\$40.00
P109 Parked within 6 metres of bus stop		\$40.00
P110 Parked across a vehicle entrance		\$40.00

315

P111 Parked near a fire hydrant		\$40.00
P112 Parked between fire hydrant and road marking		\$40.00
P114 Incorrect kerb parking – left side of the road		\$40.00
P115 Parked on footpath		\$40.00
P119 Parked on loading zones or EV charging		\$40.00
P120 Incorrect angle parking		\$40.00
P969 Parked on disabled car parks with permit not showing		\$150.00
P821 Parked across a line marking a space		\$40.00
Meter/ Time Limit Infringements		
Not more than 30 minutes		\$12.00
More than 30 minutes but not more than 1 hour		\$15.00
More than 1 hour but not more than 2 hours		\$21.00
More than 2 hours but not more than 4 hours		\$30.00
More than 4 hours but not more than 6 hours		\$42.00
More than 6 hours		\$57.00
Other		
'No parking' sign	per day	\$20.00

Concession Fees

(GST inclusive) 2022/23		
AIRPORT EVENTS		
Airport event requiring closure of airfield	per event (e.g. Wings Over Wairarapa)	\$7,725.00
Airport event restricting airfield use	per event (e.g. SVA air show)	\$774.00
Airport events allowing normal use of airfield	per event	\$258.00
BONDS		
Commercial and non-commercial	Dependent on level of impact and displacement to other users as assessed by Council or its agents	\$200 to \$2,000
CONCESSIONS		
Concession for use of area/ space reservation in Reserve* (Mobile traders/ Hawkers/ Vendors/ Amusements)	application fee	\$53.00
	plus per day or part day or part thereof for up to 10sqm area	\$21.00
*Extended area by negotiation; Extended time (Lease/ Licence) by negotiation; Open Tender for competing concessionaires		
Commercial Filming/ Photography in Reserve	day or part thereof	\$265.00

Trade Waste Charges

		(GST inclusive)	2022/23
<p>These charges are split into three types:</p> <ul style="list-style-type: none"> - An application fee - An annual consent fee and - Fee based on flow and strength if discharges reach the trigger point as defined in schedule 1 of the council's trade waste bylaw. <p>All trade waste charges are additional to the sewerage rates paid.</p>			
Application Fees			
Small discharges			\$193.60
Medium discharges			\$365.70
Large discharges			\$708.60
Trade Waste Consent Fees			
Small (controlled)			\$251.00
Small (conditional)			\$505.40
Medium (controlled)			\$854.70
Medium (conditional)			\$1,364.50
Large (controlled)			\$1,837.50
Large (conditional)			\$2,576.10
Large (users over Schedule 1 triggers) charged per flow strength and solids as follows:			
Flow (per cubic m)			\$0.81
Biological Oxygen Demand (BOD)(kg)			\$2.36
Suspended Solids (SS)(kg)			\$2.12
Additional inspections (per hour)			\$108.70
Septage waste (to sewer) per tonne			\$75.00

Environmental Health and Licensing

	(GST inclusive)	2022/23
New Application for registration of food control plan based upon: a template issued by MPI or a new business subject to a national programme	Fixed fee includes up to 3 hr to process registration	\$300.00
	per hour for every additional hr	\$125.00
Application for renewal or amendment of food control plan or national programme.	Fixed fee includes up to 1 hr to process registration	\$125.00
	per hour for every additional hr	\$125.00
Verification		
Verification food premises including booking of appointments, checking prior history, travel time, actual on-site time, completing reports and recording system entries. Also covers any follow up verification site visits to check remedial action	fixed fee up to 3.5 hrs	\$350.00
	For every additional hour	\$125.00
Verification - Out of routine hours		
Verification food premises including booking of appointments, checking prior history, travel time, actual on-site time, completing reports and recording system entries. Also covers any follow up verification site visits to check remedial action	Fixed Fee up to 3.5 hours	\$545.00
	For every additional hour	\$175.00
Compliance and Monitoring		
Complaint driven investigation resulting in issue of improvement notice by Environmental Health officer; or Application for review of issue of improvement notice; or Monitoring of food safety and suitability; or Failure to comply with corrective action request within agreed timeframe.	Hourly rate for each compliance and monitoring activity (minimum ½ hour charge)	\$125.00
Inspection/compliance fee by officer	per hour	\$125.00
Hourly rate above programmed work		\$125.00

LICENSING YEAR FOR HEALTH ACT AND BYLAW REGISTRATION IS 1 APRIL TO 31 MARCH		
Application for registration of premises (Health Act 1956 and Bylaws)	Fixed fee includes up to 2 hr to process registration and site visit	\$200.00
Annual Registration:		
Beauticians, Nail Technicians, Tattooists and Skin Piercer - Secondary business activity (chemists/beauty therapy services in conjunction with another activity)		\$75.00
Beauticians, Nail Technicians, Tattooists and Skin Piercer - Sole business activity e.g. Beauty Therapy Clinics.		\$175.00
Annual registration - Camp ground		\$200.00
Annual registration - Hairdressers		\$175.00
Annual registration - Offensive trades		\$175.00
Annual registration - Funeral directors		\$175.00
Transfers/change of operator (offensive trade, camping ground, funeral director, hairdresser and beauty therapists, tattooists, skin piercers)		\$150.00
Administration charge max 1 hour - e.g. on invoice and requests		\$55.00
Further notes		
Application for refund of an annual registration fee must be in writing, 50% of total fee retained for administration/inspection, 50% of total fee refunded on a monthly pro-rata basis.		
The initial verification fixed fee is based on an initial estimate of time. The actual officer time will be subject to the size, complexity, level of compliance and the readiness of the business.		
The registration frequency for national programmes (NPs) is every two years.		
Food registration periods may be extended as per section 51(1)(b) and charged pro-rata for the extended portion.		
The verification frequency for high performing operators on FCP may extend to every eighteen months, further reducing compliance costs for food operators. Verification for businesses on national programme may also be extended to twenty four months. Businesses on national programme one (businesses such as coffee carts) will only need to be verified once if there are no changes to the operation.		

LICENCES (GST inclusive)		
Application for Gambling Venue consent	plus charges	\$350.00
Hawker's licence	per annum	\$175.00
Itinerant trader (including inspection fee)	per annum	\$350.00
Duplicate licence		\$35.00
Street stall - licence	per week	\$35.00
Taxicab stand	per annum	\$175.00
Pie cart stand - site licence	per week	\$50.00
Boarding House	per annum	\$100.00
RESOURCES		
Food Act 2014 Resources		Actual cost plus 15%
NOISE CONTROL		
Noise control charges (Return of seizure equipment) - (Per Callout to Property)		\$95.00
Security/ Fire alarm disconnection		Actual cost plus 10%
BYLAWS (GST inclusive)		
Grazing permit (3 months)		\$29.00
Removal of refuse		Actual cost plus 15%
RETURN OF SEIZED SKATEBOARD		
First offence		7 day impoundment
Second offence	7 day impoundment + \$46.00 return fee	\$46.00
Third and subsequent seizures	7 day impoundment + \$86.00 return fee	\$86.00
ABANDONED VEHICLES		
Removal urban		\$300.00

321

Additional charges for storage and costs for rural collection		Actual Cost
ADMINISTRATION CHARGE		
Administration charge minimum of 1 hour	per hour	\$55.00

Existing Transport

(GST inclusive)		2022/23
CORRIDOR ACCESS FEES		
Minor CAR (including events, standard vehicle crossings)		\$160.00
Major CAR/project		\$360.00
Generic/Global CAR		\$660.00
MISCELLANEOUS CAR FEES		
Non-conformance notice		\$230.00
WAP Extension		\$50.00
Extra site inspections		\$110.00
STAFF FEES		
TTM auditors per hour		\$120.00
Corridor Officer per hour		\$113.00
Roading Engineer per hour		\$180.00
OTHER		
Rural Rapid Property numbering	Initial	\$45.00
	Replacement	\$17.00

Transfer Station

2022/23		
NURSERY ROAD		
Waste to landfill prices include the Waste Levy at \$30 per tonne - the scheduled increase from \$20 per tonne from 1 July 2022 is built into the new prices.		
DOMESTIC PRICES (including GST unless stated)		
Load Size		
Green Waste to Composting		
Car boot or SUV (up to 100kg)	per load*	\$5.90
Small Trailer, Van, Ute (up to 1.8m x 1.2m x 0.4m high or up to 250kg)	per load*	\$14.50
Large Trailer, Van, Ute (up to 1.8m x 1.2m x 0.8m high or up to 500kg)	per load*	\$19.30
Large truck (up to six tonne) - Weigh In/Out (Min \$20 charge per load)	per tonne (+ GST)	\$64.00
* Council reserves the right to weigh any loads		
Refuse to Transfer Station		
Official Masterton District Council 'Blue Bag'	Prepaid	No Gate Charge
Bags - any other bag (up to 30kg)*	per bag	\$7.00
Car boot or SUV (up to 100kg)*	per load	\$26.00
Small Trailer, Van, Ute (up to 1.8m x 1.2m x 0.4m high or up to 300kg)*	per load	\$61.00
Large Trailer, Van, Ute (up to 1.8m x 1.2m x 0.8m high or up to 500kg)*	per load	\$80.00
Large truck (up to six tonne) - Weigh In/Out	per tonne (excluding GST)	\$220.00
* Council reserves the right to weigh any loads and charge per tonne, minimum charge \$26		
Council Bags - recommended retail price	per bag	\$4.00
COMMERCIAL PRICES (excluding GST unless otherwise stated)		
General Refuse	per tonne	\$220.00
Construction/demolition refuse	per tonne	\$220.00
Tyres (more than 4 tyres)	per tonne	\$610.00
Tyres (car & 4WD only)	each incl GST	\$4.40

Tyres (car & 4WD, on rims)	each incl GST	\$5.50
Tyres Truck	each incl GST	\$8.25
Grease Trap & Special Waste (for burial) *	per tonne	\$220.00
Sump Waste	per tonne	\$56.00
Sawdust	per tonne	\$220.00
Septic tank waste (to sewer) liquid	per tonne	\$75.00
Poultry eg. egg waste (to sewer)	per tonne	\$671.00
Cleanfill (weighed)	per tonne	\$6.90
Recyclable materials		No charge
E-Waste		No charge
RURAL RECYCLING TRANSFER STATION FACILITIES (including GST)		
Load Size		
Green Waste to Composting		
Car boot or SUV (up to 100kg)	per load	\$6.50
Small Trailer, Van, Ute (up to 1.8m x 1.2m x 0.4m high or up to 250kg)	per load	\$14.50
Large trailer (up to 500kg) /medium truck (less than 2 tonne)	per tonne (estimated)	\$78.00
Large truck (up to six tonne) Min \$25 charge per load	per cubic mtr (estimated)	\$65.00
Refuse to Transfer Station		
Official Masterton District Council 'Blue Bag'	Prepaid	No Gate Charge
Bags - any other bag (up to 30kg)*	per bag	\$8.00
Car boot or SUV (up to 100kg)*	per load	\$27.00
Small Trailer, Van, Ute (up to 1.8m x 1.2m x 0.4m high or up to 300kg)*	per load	\$62.00
Large Trailer, Van, Ute (up to 1.8m x 1.2m x 0.8m high or up to 500kg)*	per tonne (estimated)	\$255.00
Large truck (up to six tonne) - Weigh In/Out	per cubic mtr (estimated)	\$95.00

Water & Wastewater Services Charges

		(Excluding GST)	2022/23
Activity			
*Joint connection		}	*Contract Price Plus \$176 processing and inspection fee for each application
20mm water and 100mm sewer			
*Drainage			
Sewer connection 100mm			
Sewer connection over 100mm			
Keeping sewer connection in repair			
*Water Supply			
20mm water connection			
Larger than 20mm connection			
Renewing 20mm connection			
*Renewing larger than 20mm connection			
*Keeping service pipe in repair			
Disconnection of water supply			
Reconnection of water supply			
*Installing water meter			
<p>*Connection work may include (but is not limited to) pipe work, testing and disinfection, manifold (back flow preventer), service box (toby), water meter, flow control system (if required), attendance by the Council's contractor at the time of connection to the water mains, a NZ Transport Agency permit for trenching (if required), a Corridor Access Request for reinstatement of the road and other disturbed infrastructure, relocation of any other services, and any other related work.</p>			
WATER BY METER - URBAN WATER SUPPLY			
Up to 50,000 litres per 3 months	excl GST	\$58.26	
	incl GST	\$67.00	
50,000 to 100,000 litres per 3 months per 1,000 litres	excl GST	\$1.42	
	incl GST	\$1.63	
Over 100,000 litres per 3 months per 1,000 litres	excl GST	\$1.83	
	incl GST	\$2.10	
2,000 to 20,000 litres in same load (tanker) per 1,000 litres	excl GST	\$2.24	
	incl GST	\$2.58	
<p>* Increase in metered water charges is in line with the increase in water rates on Masterton urban properties.</p>			

Housing for the Elderly

	(Nil GST)	2022/23 Rent Per Week
PANAMA VILLAGE		
25 Bedsitter		\$102.00
15 One Bedroom		\$108.00
4 One Bedroom (double)		\$114.00
LAURENT PLACE		
8 Bedsitter		\$98.00
4 One Bedroom		\$105.00
6 One Bedroom house (double)		\$115.00
BODMIN FLATS		
8 Bedsitter		\$98.00
TRURO FLATS		
6 One Bedroom		\$105.00
4 Garage		\$15.00

To:	Mayor and Councillors
From:	David Paris, Manager Finance
Endorsed by:	David Hopman, Chief Executive
Date:	29 June 2022
Subject	Rates Resolution 2022-23

DECISION

Recommendation:

That Council

- (i) receives Report 080/22 Rates Resolution 2022-2023
- (ii) having adopted its 2022-23 Annual Plan, sets the rates, due dates for payment and penalties regime for the 2022/2023 financial year as follows:

2022-23 MASTERTON DISTRICT COUNCIL RATES RESOLUTION

That, pursuant to the Local Government (Rating) Act 2002, the Masterton District Council, hereby sets the rates and charges as set out in this resolution in respect of rateable properties in the Masterton District for the period of one year commencing on 1st July 2022 and ending on 30th June 2023

The Council has adopted its 2022-23 Annual Plan, including a Rating Funding Impact Statement for 2022-23. The Rating Funding Impact Statement contains definitions of "Rural rating area", "Urban rating area" and "differential groups U1, U2 and R1" and "separately used or inhabited part of a rating unit". The resolution below will enable the Council to generate rating revenue to fund the services and activities as outlined in the 2022-23 Annual Plan.

RATES HEREBY SET IN THE DISTRICT:

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

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

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

1. TARGETED RATES SET ACROSS THE DISTRICT

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

1.1 ROADING RATE – per dollar of land value as follows:

U1	(0.001347 per dollar of land value) raising	\$2,424,000
U2	(0.002694 per dollar of land value) raising	\$ 742,000
R1	(0.001366 per dollar of land value) raising	<u>\$3,602,000</u>
	Total	<u>\$6,768,000</u>

1.2 REPRESENTATION & DEVELOPMENT RATE – per dollar of **capital value** as follows:

U1	0.000638 per dollar of capital value raising	\$2,669,000
U2	0.001276 per dollar of capital value raising	\$ 758,000
R1	0.000250 per dollar of land value raising	<u>\$1,000,000</u>
Total		<u>\$4,447,000</u>

1.3 REGULATORY SERVICES RATE – per dollar of **capital value** as follows:

U1	(0.000471 per dollar of capital value) raising	\$1,985,000
U2	(0.000942 per dollar of capital value) raising	\$ 559,000
R1	(0.000184 per dollar of capital value) raising	<u>\$ 739,000</u>
Total		<u>\$3,283,000</u>

1.4 SUNDRY FACILITIES & SERVICES RATE – per dollar of **capital value** as follows:

U1	(0.000504 per dollar of capital value) raising	\$2,124,000
U2	(0.001008 per dollar of capital value) raising	\$ 599,000
R1	(0.000208 per dollar of capital value) raising	<u>\$ 834,000</u>
Total		<u>\$3,557,000</u>

2. TARGETED UNIFORM CHARGE (TUC)

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

U1 & U2	\$381.00 per part of rating unit, raising	\$3,768,000
R1	\$564.00 per part of rating unit, raising	<u>\$2,248,000</u>
Total		<u>\$6,016,000</u>

3. TARGETED CIVIC AMENITIES RATE

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

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

U1	0.000667 per dollar of capital value raising	\$2,811,000
U2	0.001334 per dollar of capital value raising	<u>\$ 792,000</u>
Total		<u>\$3,603,000</u>

4. TARGETED UNIFORM ROADING CHARGE (ROADING CHARGE)

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

4.2 The Uniform Rooding Charge will be as follows:

U1& U2	\$ 66.00 per part of rating unit, raising	\$ 653,000
R1	\$ 388.00 per part of rating unit, raising	\$1,546,000
	Total	\$2,199,000

5. TARGETED URBAN WATER SUPPLY RATES AND CHARGE

Targeted on a Uniform Basis and a Capital Value Rate

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

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

5.2 The rates are as follows:

UNIFORM WATER SUPPLY CHARGE

(i) Connected **\$ 123.00** Raising \$ 1,211,000

WATER SUPPLY RATE (with Differential) - per dollar of **capital value** will be:

U1 & R1	0.000650 per dollar of capital value raising	\$2,775,000
U2	0.001300 per dollar of capital value raising	847,000
	Total	\$3,622,000

The Rate and the Charge raising a total of \$ 4,833,000

Metered Water Supply

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

5.4 The metered rates are as follows:

- (i) Minimum charge for use per quarter for 50 cubic mtrs or below **\$67.00**
- (ii) Price per cubic mtr for consumption between 50 and 100 cubic mtrs
per quarter **\$1.63**
- (iii) Price per cubic mtr for consumption over 100 cubic mtrs
per quarter **\$2.10**

6. TARGETED URBAN SEWERAGE RATES AND CHARGE

Targeted on Uniform Basis and Capital Value Rate

6.1 According to sections 16(3)(b) and (4)(a) and (b), 17, and 18 Council will set a targeted capital value rate on connected and serviceable rating units, plus a uniform charge for

sewerage disposal for each separately used or inhabited part of a rating unit throughout the Masterton serviced area where rating units are connected to the urban sewerage system.

Note: connected properties will be liable for both rates.

6.2 The rates are:

UNIFORM SEWERAGE CHARGE

(i) Connected **\$ 204.00** Raising \$ 1,974,000

SEWERAGE RATE (with Differential) - per dollar of **capital value** will be:

U1 & R1	0.001058 per dollar of capital value raising	\$ 4,548,000
U2	0.002116 per dollar of capital value raising	<u>\$ 1,378,000</u>
	Total	\$ 5,926,000

The Rate and Charge raising a total of \$ 7,900,000

7. TARGETED RECYCLING COLLECTION CHARGE

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

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

7.2 The uniform charge will be: **\$89.00** Raising \$ 863,000

8. RURAL TARGETED SERVICES RATES & CHARGES

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

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

The land value rate for 2022-23 is: **\$0.001593**

Raising a total of \$ 71,000

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

The uniform targeted charge for 2022-23 is: **\$485.00**

Raising a total of \$ 15,000

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

The uniform targeted charge for 2022-23 is: **\$623.00** per RE

Raising a total of \$ 245,000

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

The targeted uniform charge for 2022-23 is: **\$141.00**

Raising a total of \$ 8,200

8.5 **Riversdale Beach Sewerage Capital Contributions**

Based on the Capital Project Funding Plan adopted in 2010, targeted rates for the Riversdale Beach Community Sewerage Scheme (RBCSS) capital contributions for the 2022-23 year will be charged on the basis of connected residential equivalents (REs) within the scheme area, on those properties that elected the 20 year time payment option, or were defaulted to that option, payable via property rates.

A **RBCSS 20 Year time payment** charge per residential equivalent connection for 2022-23 (year 13 of 20) of **\$1,643.40**

Estimated to be charged on 33 REs, raising a total of \$ 52,600

8.6 Targeted rates for the **Tinui Sewerage Scheme** for the 2022-23 year, on the basis of connected rating units and elected capital contributions. There will be three separate rates as follows:

The **Tinui Sewerage Operating Costs** rate per connected rating unit (and including Tinui School as 5 connections based on assessed usage) for 2021-22 is: **\$489.00**

Raising a total of \$9,200

The **Tinui Sewerage Part Capital Contribution (stage 1)** rate per connection for 2022-23 (year 17 of 20) is: **\$212.50** (1 property will be charged this sum, which meets their capital contribution spread over 20 years).

The **Tinui Sewerage Part Capital Contribution (stage 1 & 2)** rate per connection for 2022-23 (year 17 of 20) is: **\$744.50** (7 properties will be charged this sum, which meets their capital contribution spread over 20 years).

Raising a total of \$5,200

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

Targeted uniform charge for 2022-23 is: **\$220.00**

Raising a total of \$ 113,000

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

Targeted uniform charge for 2022-23 is: **\$563.00**

Raising a total of \$ 115,000

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

The targeted uniform charge is: **\$500.00** per residential equivalent
Raising a total of \$34,000

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

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

- (i) Water supply – per dollar of Capital Value will be \$0.001300 (applied to rating units connected and not metered) plus a Uniform Water Charge of \$123.00 on all connected rating units.
- (ii) Sewerage – per dollar of Capital Value at \$0.002116 on all serviceable rating units, plus a Uniform Sewerage Charge of \$204.00 on all connected rating units.
- (iii) Trade Waste bylaw charges (as listed in the schedule of fees and charges) if Trade Waste Charges are applicable,

10. GOODS & SERVICES TAX (GST)

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

11. INSTALMENTS, PENALTIES

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

		<u>Month of Invoice</u>	<u>Last Day to Pay</u>
(i)	1 st instalment	July 2022	22 nd August 2022
(ii)	2 nd instalment	October 2022	21 st November 2022
(iii)	3 rd instalment	January 2023	20 th February 2023
(iv)	4 th instalment	April 2023	22 nd May 2023

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

		<u>Penalty %</u>	<u>Date Penalty Added</u>
(i)	1 st instalment	10%	23 rd August 2022
(ii)	2 nd instalment	10%	23 rd November 2022
(iii)	3 rd instalment	10%	22 nd February 2023
(iv)	4 th instalment	10%	23 rd May 2023

Penalty on Arrears - Pursuant to section 58(1)(b)(ii) an additional penalty of 10% will be added to all rates remaining unpaid as at 30th June 2022. The penalty will be applied on 8th July 2022.

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

Purpose

The purpose of this report is to set rates, due dates and penalty dates for the 2022/2023 year.

Context

The Local Government (Rating) Act 2002 (the Act) requires Council to adopt, by Council resolution, the rates it intends to set for the financial year. The rates for 2022/2023 can only be set once Council has adopted its 2022-2023 Annual Plan which includes the Funding Impact Statement for 2022-23.

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

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

Strategic Policy and Legislative Implications

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

23 Procedure for setting rates

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

The requirement to have an LTP is outlined in Section 93 of the Local Government Act 2002. The content of the LTP is set out in Part 1 of Schedule 10 of the Local Government Act 2002. The Funding Impact Statement for 2022/2023 is included in the 2022-23 Annual Plan. Clause 15 of Schedule 10 details the requirements for that Funding Impact Statement.

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

24 Due date or dates for payment

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

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

Significance, Engagement and Consultation

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

Council did not consult on the 2022-23 Annual Plan as there were no significant changes from what was proposed in year two of the 2021-31 LTP. Members of the community were provided with the

opportunity to express their views in relation to Council's proposals for the 2022/23 financial year via the 2021-2031 LTP consultative procedure.

Financial Considerations

The revenue generated from the rates that are set in this resolution, reflect the rates funding required in the Annual Plan budgets for 2022-2023. The Council will use the revenue that is generated to fund the services it delivers, as defined in the LTP. Rates are set according to statute, so correct procedure must be followed. If the rates resolution is not adopted, rates cannot be levied and the activities and levels of service in the 2022-23 Annual Plan (Year 2 of the 2021-31 LTP) won't be fully funded.

Treaty considerations/Implications for Māori

No implications specific to Māori have been identified in relation to the recommendation to set the rates for the 2022/2023 year as per the 2022-23 Annual Plan. However, the projects and work programmes included in the Annual Plan will benefit Māori, along with other members of our community.

Communications/Engagement Plan

Council must, within 20 working days after resolving to set the rates for the year, make the resolution publicly available on its website. A copy of the 2022-2023 Annual Plan will be available within one month of adoption, as required by legislation.

Environmental/Climate Change Impact and Considerations

There are no direct environmental impacts/considerations relating to the decision to set the rates as per the 2022-23 Annual Plan. However, the Plan does include projects that take action to address environmental challenges including water resilience and climate change initiatives.

To:	Your Worship and Members
From:	David Hopman, Chief Executive
Date:	29 June 2022
Subject:	Chief Executive's Report
FOR INFORMATION	
Recommendation:	
That Council notes the information contained in the Chief Executive's report 079/22.	

Purpose

The purpose of this report is to provide Council with an update (as of 22 June 2022) on Council operations and projects.

National and Regional Context

Three waters reform

The government has tabled the Water Services Entities Bill, the first of a suite of bills containing its proposed changes to the governance and operation of the three waters services.

https://www.parliament.nz/en/pb/sc/make-a-submission/document/53SCFE_SCF_BILL_124081/water-services-entities-bill

Select committee submissions are due on 22 July. Staff are preparing a submission for Council adoption.

Greater Wellington Regional Council – Draft Regional Policy Statement: Change 1

Greater Wellington Regional Council are undertaking a limited release process with mana whenua, territorial authorities, and key ministries on the draft Regional Policy Statement (RPS): Change 1.

The 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.

Limited release feedback is required by 13 July 2022. Notification of the proposed RPS is due on 20 August 2022, with a formal consultation process to follow. Council will provide feedback as part of the limited release process and the formal consultation process.

Ministry for the Environment – Exposure draft National Policy Statement Freshwater Management and National Environmental Standards for Freshwater

The Government is consulting on proposed draft changes to the National Policy Statement Freshwater Management (NPS-FM) and the National Environmental Standards (NES-F). These exposure drafts follow on from the Ministry for the Environment's proposed amendments to the wetland provisions in late 2021. The proposed changes include:

- Clarifying the definition of 'natural wetland'
- Providing further direction on using 'best information' and 'transparent decision-making'
- Simplifying direction on 'special provisions for attributes affected by nutrients'
- Introducing new consent pathways for certain activities
- The inclusion of water storage in the definition of specified infrastructure.

Consultation closes on 10 July 2022. For more information, go to:

<https://consult.environment.govt.nz/freshwater/npsfm-and-nesf-exposure-draft/>

Ministry for the Environment – Exposure draft National Policy Statement on Indigenous Biodiversity

On 9 June 2022, the Government has released an exposure draft of the National Policy Statement for Indigenous Biodiversity (NPSIB). The purpose of the NPSIB is to set out objectives and policies in relation to maintaining indigenous biodiversity and to specify what local authorities must to achieve those objectives. The exposure draft:

- provides for activities which are important for peoples' economic wellbeing, such as farming, forestry and the provision of infrastructure and energy
- identifies indigenous biodiversity and clearly outlines the process for managing effects on it without requiring SNAs (significant natural areas) to be split into 'high' and 'medium' categories
- recognises tangata whenua as kaitiaki and allows for development of Māori land in partnership with tangata whenua, including Māori landowners
- outlines management for geothermal areas and public land which previously only had placeholders.

Taituarā are planning to submit jointly with LGNZ. Consultation closes on the exposure draft on 21 July 2022. For more information, go to: <https://consult.environment.govt.nz/biodiversity/npsib-exposure-draft>

Ministry for the Environment – National Adaptation Plan consultation

The three Wairarapa District Councils submitted a joint letter of submission to the Ministry for the Environment's consultation on the National Adaptation Plan adaptation on 2 June 2022. For further information, refer Report 072/22.

Strategy and Governance Activity

2022 Local Elections - Candidate Briefing and Nominations

Work is continuing to plan and prepare for the Local Election on 8 October 2022. Warwick Lampp, Council's Electoral Officer, is holding a briefing/information session for candidates who are considering standing in the Local Elections – check the Masterton District Council website for further details. This will take place at 7pm on Thursday 7 July 2022 in the Kiwi Room at Waiata House. Candidate nominations open on Friday 15 July 2022 and close at 12 noon on Friday 12 August 2022. More information on the 2022 Local Elections is available on Council's website <https://mstn.govt.nz/local-elections-2022/>

Pre-election report

Work is underway to progress the development of a pre-election report for the 2022 local elections. The pre-election report is a legislative requirement of the Local Government Act 2022, with the Chief Executive being required to prepare it independently of our Councillors and Mayor. The report focuses on issues that will need to be considered in the next council term and provides information on what major projects the council expects to fund over the next three years. The pre-election report must be made available two weeks before nominations open for the 2022 local elections.

Long-Term Plan 2021-31 Amendment: Progressing more housing at Panama Village

Council adopted the Long-Term Plan 2021-31 amendment to progress more housing on the vacant land at Panama Village on 15 June 2022. Next steps will include publishing and making the amended Long-Term Plan 2021-31 available on the council website as well as preparing work on the High Court application.

Consultation on the draft Masterton District Climate Change Action Plan

The Masterton District Climate Change Action Plan consultation document and proposed action list is included in this Council meeting agenda (29 June 2022). Pending adoption, public consultation will commence from 1 July to 1 August 2022. How the community can have their say, including opportunities to speak with staff and elected members will be detailed in the consultation document and the council website.

Wairarapa Economic Development Strategy Refresh

Work is progressing to finalise a refreshed Wairarapa Economic Development Strategy (WEDS) as well as the development of an MOU between the three Wairarapa District Councils and Wellington NZ to support the implementation of the WEDS. It is expected that all three Wairarapa District Councils will endorse the refreshed WEDS and its associated action plan in August-September 2022, with a launch event to follow.

Policy and Strategy Reviews

The following policy and strategy reviews continue to progress as we head into the 2022/23 financial year: refresh of the Wairarapa Rangatahi Youth Strategy, review of the Wairarapa Smoke and Vape free Policy, review of the Wairarapa Local Alcohol Policy, and development of a Masterton District Public Art Policy.

Annual Plan 2022/23

The Annual Plan 2022/23 is included in this agenda for adoption. The plan outlines Council's work programme and associated budget for the coming year. There was no legal driver to consult on the Annual Plan this year, but an Annual Plan Information document was released at the end of May to inform our community of key variations and reasons for those.

Service Level Survey

A Service Level Survey was launched at the same time as the Annual Plan Information document. The survey provides an opportunity for our community to share ideas for improving or reducing levels of service that they would like Council to consider in future. Any feedback received by the end of July will be considered when we develop service level options for consultation as part of the Long-Term Plan process.

Three Waters Better Off Funding

The Three Waters Better Off Funding is available to support community wellbeing, building resilience to climate change and natural hazards, and housing. We are currently identifying Council projects and initiatives that meet the criteria and will then seek community input to help prioritise those projects. Community feedback will help the Council to decide whether to apply in Tranche 1 (closes 30 September 2022) and/or tranche 2 (opens in July 2024). It will also help to inform planning for the next Long-Term Plan. More information on the Three Waters Better Off Funding is available [www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme2022/\\$file/Three-Waters-Reform-Better-Off-Support-Package-GuidanceApril-2022.pdf](http://www.dia.govt.nz/diawebsite.nsf/Files/Three-waters-reform-programme2022/$file/Three-Waters-Reform-Better-Off-Support-Package-GuidanceApril-2022.pdf)

Community Facilities and Activities

Grants

The Masterton District Creative Communities Scheme Assessment Committee met on 9 June to consider four grant applications. Funding of \$10,172.50 was awarded to three applicants. The 2021/22 funding year is now complete and will reopen for 2022/23 in August 2022.

The Community Wellbeing Grant and Community Events Fund for the 2022/23 funding year will open on 1 July and close on Friday, 29 July 2022. Application forms and information sheets will be emailed out to last year's organisations and available on the Council's website. The Awards and Grants Committee will hear from any organisations wishing to support their application on Wednesday, 7 September and decisions made shortly after on funding.

Library Activity

In May, the library held its first annual One Book, One Community event. OBOC is a community wide reading event that encourages everyone to read the same book and come together for discussion and activities to promote awareness of libraries and foster a sense of community through reading. We had various events through the month with the programme concluding with an Evening with the Author. Our chosen book, *The Last Beekeeper* by local author Jared Gulian has now reached #7 on the NZ bestsellers list. This is the first annual OBOC event that will be held every May. We are in the planning stages of selecting our book and author for 2023.

13 June 2022

Dear Tiffany, Charlotte, Dan, Jo, and the others
who helped with OBOC -

I cannot thank you enough for everything
you did for those fantastic events. What
an honour it was to participate! When
my book became a bestseller as a result,
you confirmed my suspicions that librarians
secretly rule the world.

Thank you! *Yaxod*

Georgia-May Rutene, our Takawaenga-A-Rohe is working with NZQA and various colleges on hosting sessions at the library in Term 3 for the STEM Academy. The Masterton STEM Academy goals are to inspire ākonga Māori into STEM subjects at school, to connect ākonga Māori to STEM teachers and employment pathways, and to support ākonga Māori to be successful in STEM subjects.

This year, Masterton Library has joined the Beyond the Page Festival. Our Library, Assistant Manager Stephnie Burton created the festival 6 years ago while working for Hutt City Libraries. Beyond the Page is a multi-disciplinary literary festival for tamariki and their whanau. Now in its sixth year, this free festival is a collaboration between Hutt City Libraries, Kāpiti Coast District Libraries, Masterton District Library, Upper Hutt Libraries, and Wellington City Libraries. The festival has a focus on non-traditional literary experiences that'll leave tamariki fizzing with excitement. There are a variety of events running from 11-22 of July at libraries throughout Wellington/Wairarapa.

The Library was successful in our grant application to Masterton Trust Lands Trust (MTLT). This \$25,000 grant will help fund the 2023 One Book, One Community event and other programmes, locally purchased books, discovery kits and e-resources. We are very grateful for MTLT continued support of the library and community.

Archive Activity

The Archive continues to receive steady interest from the community, with email and phone queries outstripping in-person visits by 5:2. With Covid restrictions lifted, requests for presentations to interested groups has recommenced and is gaining pace once more.

Mark Pacey's best-selling book "The Lost Wrecks of Wairarapa", now in its second print, will be available as a large print edition by the end of June. This is new territory for Mark, with demand already evident for books in this format. Mark is also exploring an audiobook format for this and future titles.

Excerpts of Michelle Clausen's successful interview with RNZ about the history of skating in Masterton, appeared on the Skatepark Facebook page (managed by Comms) which presents the Archive to a quite different demographic.

Our rolling Matariki outreach, launched on Thursday 16 June, is receiving strong engagement across Meta, Twitter, and anecdotally via foot traffic past our window display! Not only do we have the opportunity to share special taonga, we also receive information from the community about subjects and people that was not available at the time items were deposited with us - truly a win:win!

Last year we discovered a Wairarapa Times-Age negative collection that had been deposited many years ago. This collection has over 1 million negative images. After twelve months' work on this, we have just reached the 38% mark of describing and accessioning this collection.

Properties and Facilities Activity

Activity has included:

- The Boat shed accessible toilet has dispensers and signage being installed today with contract for opening 1 July (Rec Services)
- Trust House Recreation Centre automatic doors installed and operational
- Trust House Recreation Centre works started on hydro slide stairs upgrade including sauna door replacement
- Security cameras operational on Waiata House
- 116 Ngaumutawa Road rental – renovation complete and new tenants have settled in.

Parks and Open Spaces Activity

- Burling Park Playground New Equipment was officially opened by the Mayor on Wednesday 23 June with a small event attended by Council, the Lansdowne Residents Association, Rec Services and children from Lakeview School.
- 400 plants have been received from Greater Wellington for planting at the Opaki wetlands.
- Riverside Cemetery - Curbing and Channelling finishing this week. The site is then ready for the planting of pin oaks.
- Planting is occurring at the Kuripuni and Northern Roundabout.
- Oxford Reserve – Arborists are back on site and the slash pile will be buried. Pope and Gray are working on the access track from the forestry gate to the bridge.
- Arvida Consent – work on the easement for PowerCo.
- Tirama Matariki Light Glow will be occurring on the island 30/06/22 - 02/07/22

Recreational Services – Parks and Open Spaces Management

The contract's annual inflationary adjustment calculation has been performed, producing an increase of 8.29%, which is in line with the contract forecast of 8.5%.

We are continuing to work on updating the contract and its costs to reflect new or revamped assets which will take effect from 1 July 2022.

Belgravia Leisure - Trust House Recreation Centre

The Recreation Centre is still operating under the restrictions of COVID 19 Protection Framework at the Orange setting. Masks are still required in circulating areas but are not required pool side or while members are working out. There are continued staff shortages due to illness and or isolation, however the numbers of staff affected has reduced significantly.

Total facility visits for May were 9,373 compared to 10,193 for the same month last year.

Bookings in the stadium are steadily increasing with various groups using the courts and birthday parties booked on most weekends.

The contractor has been awarded a grant from the Te Manawa fund to provide swimming lessons to 20 students with special needs. Students from Lakeview School, Solway School and Wairarapa College will benefit from 8 funded lessons each.

The annual winter sticker collection promotion has begun for all the children attending Swim Tangaroa lessons. This year the focus is on Safety Awareness in a variety of different aquatic environments including rivers and public swimming pools as well as the sea and home swimming pools.

Belgravia Leisure – Mawley Holiday Park

This May shows a 17% improvement in revenue compared to the same month last year. The contractor appears set to exceed the revenue target albeit by a smaller amount than last year, noting this is a good result given the COVID related restrictions in place since August last year.

Future bookings are positive with regular turnover from grey nomads and other tourists.

Community Development

- Youth Week collaboration project with CDC & SWDC - 3 for a Free Sausie – rangatahi engagement initiative that required youth to answer three simple questions to receive a free sausage capturing the voice of our youth.
- Successful Youth Council recruitment and appointment process
- Youth Symposium - supported SADD connecting with youth and delivering workshops
- Our team supported the facilitation and delivery of the Wairarapa Play Huddle (collaboration with CDC, SWDC, & Sport NZ)
- Refugee Resettlement Programme – All March/April intake have arrived, just waiting on May intake (currently in Mangere) to be housed. 1–2-bedroom homes in Masterton continue to be problematic to source for our couples. Red Cross contract has been renewed as the primary provider of community refugee settlement programmes in New Zealand, they are expecting 80 people from 2022-2023. Three former refugee children have registered and






- been accepted on to the Masterton District Youth Council.
- Resident’s Associations – establishing a collective annual workshop that brings all associations together to better align, grow capability, and connect as a wider community.
 - Weekly staff karakia is consistently delivered by our team. These sessions are well attended and provide an opportunity for staff to come together and grow our organisational understanding and appreciation of Tikanga Māori.
 - Our Matariki grant has been well received by the community, we received (and accepted) a total of ten submissions to support events in the Masterton District. Each event is linked to particular stars in the Matariki constellation, that have different significance in Te Ao Māori.
 - Internal Matariki event – our team organised and delivered an internal Matariki celebration for all staff. An initiative that provided the wider staff with an opportunity to gain a greater understanding and appreciation of Tikanga Māori and a strong contribution towards our organisation’s continued bi-cultural journey.
 - Rangatahi Strategy – ongoing collaboration with the Policy team to ensure this strategy has the best possible outcome for all rangatahi.
 - Supporting the Policy team in the community consultation phase of the Masterton District Climate Change Action Plan. Our team will support the delivery of the launch event and pop-up sessions to discuss the proposed climate actions and how the community can have their say.
 - Riversdale Beach Community Plan Project – completed an engagement and consultation process. Finalising site and situation analysis and meeting with key Council staff to review the 2008 Riversdale Beach Management Plan to inform next steps.
 - Completed a robust consultation process resulting in a report and recommendations that went to Council which were later approved.
 - Infrastructure – research into e-bike charging stations, bike, and pedestrian counters
 - Staff wellbeing – inclusion in national weeks, walk to work day, road safety week, ongoing lunchtime rides.
 - Matariki – organised a region wide colouring competition with Wairarapa Library Service, Masterton Library.
 - Events – steering group established for the Wairarapa Walking Festival. Successful launch of the Walking Festival programme. Website page established for walk registration. Support to NZ Cycle Classic regarding road closures across the district.
 - Strategy – Researching Walk & Cycle strategy plans across the country and met to discuss the format of the proposed Masterton strategy with Policy staff.

Local Government Official Information and Meetings Act Requests

For the period 10 May 2022 to 22 June 2022, Council received a total of 32 Local Government Official Information Act (LGOIMA) requests. 21 requests and queries from media outlets and 11 from the public.

There is continuous stream of requests regarding the Civic Centre, the information will be published onto our website in an attempt to reduce the number we are receiving.

The average number of days to complete the response is increasing and we are also missing some of the 20 working day targets, this is due to staff workloads and absenteeism.

				
Total number of requests received.	Responded	Ave day for completed responses	> 20 days	No. outstanding
11 (others)	55%	17	5 plus 1 over time	6 (4 are still within the 20-working day timeframe)
21 (media)	100%	2	100%	0

Project Delivery Activity

Please refer to Attachment 1 for a dashboard update on key Council projects



Council Project Delivery Programme

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

As at: **Thursday, 23 June 2022**

					At a Glance			Status					Current Status & Next Milestone
Ref	Profile	Stage	Project Name	Completion Date	RAG	Risk Trending	Executive Summary	Scope	Programme	Financial	Resource	Stakeholder & Comms	Commentary
P 001	High	Initiation	Civic Centre	2026 works need to be completed on the existing building to remedy earthquake damage	G	↔	To deliver a Civic facility that: Meets the needs of the Masterton community, and contributes to the wellbeing and liveability of the Wairarapa; embraces our Māori culture and multi-cultural community; utilises Green Building design for efficiency and environmental benefit; is financially sustainable and affordable for the community to use; is multipurpose and will be suitable and well utilised for future generations; is well located to encourage activity, provides easy access, and complements the surrounding community facilities	G	G	G	G	G	<ul style="list-style-type: none"> • Council agreed to put the Civic Facility project on hold until after the Local Government elections in October. An independent review of the project will provide the new Council with information to enable a decision on next steps early in the new term • The Terms of Reference for the review is scheduled to be discussed at the June 29 meeting of the Council
P 002	High	Implementation	Masterton Revamp	2031 - 10 year programme	G	↔	The objectives of the Masterton revamp are: <ul style="list-style-type: none"> • Increased connection with the Waipoua River – Masterton is the only Wairarapa town set on a river and showcase the three river crossings • Joining things up – creating linkages throughout the town between key features. • Focusing investment – helping to create a “heart” for the Town Centre and avoiding it spreading out. • Greening things up – bringing in more natural landscapes and plantings and include more green along Town entrance routes • Define the Town thresholds and emphasise them • Be mindful of creating a safer environment for pedestrians and cyclist • Reflect Masterton’s identity and enhance buildings of cultural or municipal importance 	G	G	G	A	G	<ul style="list-style-type: none"> • Boffa Miskel continue to work on detailed design for the Ngaumutawa Road roundabout, which supports the main programme of works being completed by Waka Kotahi and Beca
P 003	High	Initiation	Animal Shelter	Q2 2022	A	↑	The Masterton District Council Animal Shelter does not currently fully meet the legislative requirements and it is essential that the facilities are upgraded. Improvement is necessary for the welfare of staff, the animals under their care and visiting public retrieving their animals.	G	A	A	A	G	<ul style="list-style-type: none"> • Costings have been sought for construction of a revised scope for the new Animal Shelter.
P 011	High	Implementation	Hood Aerodrome	2025	G	↔	To meet current demand and enable further economic and business investment critical infrastructure improvements are required. The Hood Aerodrome is a 5 year multi-stage project which includes security upgrades, infrastructure upgrades to allow for expansion and to support current hangers, widening and eventually lengthening the runway.	G	G	A	A	G	<ul style="list-style-type: none"> • Procurement documents for Hood Aerodrome's water and wastewater installation are currently on GETS, with an August 11 close date • Results of the Geotechnical Investigation study have been received, and are currently being reviewed • The resealing of Moncrieff Drive has been completed, with security fencing and gates installed, and some soft landscaping works taking place • The refuelling area upgrade works continue, with BP leading this work
P 020	High	Implementation	Waipoua Bridge	Q4 2022	G	↔	To deliver a pedestrian, cyclist and wheeled user (pushchairs, wheelchairs, etc.) bridge over the Waipoua River, in close proximity to the Town Centre and Queen Elizabeth Park. The bridge will enable users to complete a short loop circuit utilising our existing recreation trails bridge and provide additional access and connection to Colombo Road and Henley Lake.	G	A	A	G	G	<ul style="list-style-type: none"> • The construction of the ramps and lead-ins to the bridge is underway, with the construction of the main bridge to follow this • The carving process for the bridge's Tōtara balustrades has been completed
P 021	High	Initiation	Youth Hub	Q1 2022	G	↔	To design and construct a Youth Hub on a site adjacent to the Skatepark in QEII Park at 1 Dixon Street.	G	A	G	G	G	<ul style="list-style-type: none"> • Building Consents for MDC are to be lodged, with construction of the Youth Hub facility underway

To:	Council
From:	Mayor Lyn Patterson
Date	29 June 2022
Recommendation:	
That Council receives the information in the Mayor's Report 084/22.	

Purpose:

To provide an information update to members.

Meetings, Appointments, Events and Activities: 18 May – 28 June 2022

Excludes meetings with CEO, staff, Councillors, Council and committee meetings and workshops

- Civic Defence Emergency Management Group meeting
- Samoan Language Week celebration – Lakeview School
- Samoan Thanksgiving Service 60 years democracy
- Aratoi – Dame Robin White Book launch
- Farewell for Susanna Shadbolt, Aratoi
- Meetings with residents x 3
- Ministry of Social Development meeting
- Opening of Burling Park, Lansdowne
- Three Waters Presentation at Masterton South Rotary Club
- Refugees welcome
- Regional Transport Committee meeting and workshop
- Remutaka Transport Group
- RSA / Lions meeting re War Memorials
- Rural and Provincial Sector meeting
- LGNZ zoom meetings x 4
- Tū Mai Rā Investment meeting
- Department of Corrections Ara Poutama – Relationship Meeting
- Wairarapa Committee meeting
- Wairarapa Community Centre 20-year celebration
- Wairarapa Economic Development Strategy Forum meeting
- Wairarapa Leaders' Social Wellbeing Forum
- Wairarapa Mayors / DHB zoom meetings x 2
- Wellington Regional Leadership Committee – Annual Partners Forum
- Wellington Regional Leadership Committee meeting
- Wellington Regional Mayoral Forum
- Blessing and opening of new building for Wairarapa Families Anglican Trust

It has been an exciting month, and what a pleasure it is to be out and about and attending events and meeting people face to face. I have missed that community connection over the last two years as we have all been dealing with Covid-19.

I record my thanks and appreciation for the tremendous work that the Wairarapa DHB staff, our health service providers, Ko Wairarapa Tenēi, Pasifika Charitable Trust and Ministry of Social Development have provided over the last two years of the Covid-19 pandemic, and the work that they continue to do to support our community.

1. Regional Transport Committee (RTC) - 14 June

I attended by this via zoom, as did most members of the Committee.

The three-year review of the Regional Transport Plan is due to be completed by 30 June 2024. Of note is that the Emissions Reduction Plan (ERP) is focused on reducing transport emissions and GWRC officers anticipate that the ERP will have some impact on the mid-term review.

On 19 May 2022, the Setting of Speed Limits came into effect. Council's will no longer set speed limits by bylaws, and Council's, as Road Controlling Authorities (RCA), will have to prepare Speed Management Plans which then 'feed' into a Regional Speed Management Plan. The RTC are then required to consult on the plan. Our three Wairarapa Councils will ensure that our speed management plans align as they are required to for the region, and work alongside Waka Kotahi who are responsible for preparing the State Highways Speed Management Plans.

A key action on the Road to Zero Strategy is to set safer speeds limits around schools, which is required to be completed by 31 December 2027.

2. Wellington Regional Leadership Committee (WRLC) - 31 May

The iwi capacity and capability scoping reports were discussed, with comments that it may not be possible for smaller/medium councils to take on a secondment due to lack of resources in councils and iwi. The next step is to gather quantitative data for a better understanding of skills gaps for iwi capacity and capability to understand the need and resource allocation.

A proposal to develop a 50-100 year regional Three Waters strategy was left on the table with no decision being made. It was agreed that further discussion needs to be undertaken with Entity C when/if it commences.

The Complex Development Opportunities (CDO) were endorsed by the Committee. CDO's are projects that have a special partnership arrangement with central government that are needed because:

- Potential to deliver significant housing and other benefits to the region.
- Support the objectives of the WRLC.
- In key locations where successful development gives effect to those agreed strategic objectives.
- Are complex and working in partnership is required to deliver at the desired place and scale.

The approved CDO in Wairarapa is the Featherston Masterplan Development led by South Wairarapa District Council.

3. LGNZ Rural and Provincial (R&P) Meeting – 16-17 June

It was a good meeting with informative presentations and useful discussions on issues currently affecting rural and provincial councils. It was also good to meet face to face, and not by zoom, with our local government colleagues from across New Zealand.

There were strong views that the R&P sector supports stronger advocacy positions being made publicly and to central government on the following issues:

- Increased funding for Mayors Taskforce for Jobs partnership to ensure that all rural and provincial councils can access the initiative.
- To deliver social and affordable housing options there needs to be a stronger partnership between central government and local government.
- The Better of Funding package around the Three Waters should be led by councils to allow them to work with their communities on what is the best use of the funding.
- A strategy between central and local government to ‘think locally but act nationally’ in providing roading and transport infrastructure.