



ORDINARY MEETING of Council AGENDA

Time: 3:00 pm
Date: Wednesday, 13 December 2023
Venue: Waiata House, 27 Lincoln Road,
Masterton

MEMBERSHIP

Mayor Gary Caffell (Chairperson)

Councillor Bex Johnson
Councillor Craig Bowyer
Councillor Brent Goodwin
Councillor David Holmes

Councillor Tom Hullena
Councillor Stella Lennox
Councillor Tim Nelson
Councillor Marama Tuuta

Values

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

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

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

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The Chairperson will open the meeting with the karakia

Karakia timatanga

Kia tau ngā manaakitanga a te mea ngaro

ki runga ki tēnā, ki tēnā o tātou

Kia mahea te hua mākihikihi

kia toi te kupu, toi te mana, toi te aroha, toi te Reo

Māori

kia tūturu, ka whakamaua kia tīna! Tīna!

Hui e, Tāiki e

Let the strength and life force of our
ancestors

Be with each and everyone of us

Freeing our path from obstruction

So that our words spiritual, power, love and
language are upheld

Permanently fixed established and
understood

Forward together

At the appropriate time, the following karakia will be read to close the meeting.

Karakia whakamutunga

Kua mutu ā mātou mahi

Mō tēnei wā

Manaakitia mai mātou katoa

Ō mātou hoa

Ō mātou whānau

Āio ki te Aorangi

Our work has finished For

the time being Protect us all

Our friends

Our family

Peace to the universe

1 CONFLICTS OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

2 APOLOGIES

The Chair invites notice from members of:

- leave of absence for future meetings of Masterton District Council
- apologies, including apologies for lateness and early departure from the meeting where leave of absence has not previously been granted.

3 PUBLIC FORUM

4 ITEMS NOT ON THE AGENDA

The Chairperson will give notice of items not on the agenda as follows:

Matters requiring urgent attention as determined by resolution of the Council

- The reason why the item is not on the agenda; and
- The reason why discussion of the item cannot be delayed until a subsequent meeting.

Minor matters relating to the general business of Council

No resolution, decision or recommendation may be made in respect of the item except to refer it to a subsequent meeting of Masterton District Council for further discussion.

5 CONFIRMATION OF COUNCIL MINUTES

5.1 MINUTES OF COUNCIL MEETING HELD ON 25 OCTOBER 2023

File Number:

Author: Harriet Kennedy, Governance Advisor

Authoriser: Kym Fell, Chief Executive

RECOMMENDATION

That the Minutes of Council Meeting held on 25 October 2023 be received and confirmed as an accurate record of that meeting.

ATTACHMENTS

- 1. Minutes of Council Meeting held on 25 October 2023**



MINUTES

**Ordinary Council Meeting
Wednesday, 25 October 2023**

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum	3
4	Items not on the Agenda	3
5	Confirmation of Council Minutes	4
5.1	Minutes of Council Meeting held on 13 September 2023	4
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**MINUTES OF MASTERTON DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON
ON WEDNESDAY, 25 OCTOBER 2023 AT 3:00 PM**

PRESENT: Mayor G Caffell (Chair), Councillors C Bowyer, B Goodwin, D Holmes, T Hullena, S Lennox, T Nelson and M Tuuta

IN ATTENDANCE: Chief Executive, Manager Finance, Manager Strategy and Governance, Manager Community Facilities and Activities, Manager Communications and Engagement, Manager Regulatory Services, Interim Manager Assets and Operations, Pou Ahurea Māori, Manager People and Culture, Environmental Services Manager, Principal Advisor Strategy and Governance, Community Development Team Leader, Policy Advisor and Governance Advisor.

1 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2 APOLOGIES

RESOLUTION 2023/93

Moved by Councillor C Bowyer
Seconded by Councillor S Lennox

That the apologies from Councillor Bex Johnson and iwi representative Ra Smith be received and accepted.

CARRIED

3 PUBLIC FORUM

Sarah Beesley spoke about SMART cities and SMART technology and the concerns around privacy, security, resilience and transparency.

Rob Irwin and John Bushnell spoke about cycling trails in the Wairarapa.

Dave Pawson spoke about the condition of the Park Sports Ground.

4 ITEMS NOT ON THE AGENDA

There were no late items.

5 CONFIRMATION OF COUNCIL MINUTES

5.1 MINUTES OF COUNCIL MEETING HELD ON 13 SEPTEMBER 2023

RESOLUTION 2023/94

Moved by Councillor S Lennox

Seconded by Councillor M Tuuta

That the Minutes of Council Meeting held on 13 September 2023 be received and confirmed as a correct record of that meeting.

CARRIED

5.2 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD ON 20 SEPTEMBER 2023

RESOLUTION 2023/95

Moved by Councillor C Bowyer
Seconded by Councillor M Tuuta

That the Minutes of Extraordinary Council Meeting held on 20 September 2023 be received and confirmed as a correct record of that meeting.

CARRIED

5.3 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD ON 18 OCTOBER 2023

RESOLUTION 2023/96

Moved by Mayor G Caffell
Seconded by Councillor D Holmes

That the Minutes of Extraordinary Council Meeting held on 18 October 2023 be received and confirmed as a correct record of that meeting.

CARRIED

6 COMMITTEE REPORTS

6.1 INFRASTRUCTURE AND SERVICES COMMITTEE MEETING - 4 OCTOBER 2023

THE COMMITTEE RECOMMENDS:

RESOLUTION 2023/97

Moved by Councillor D Holmes
Seconded by Councillor C Bowyer

That Council confirms the report of the Infrastructure and Services Committee held on 4 October 2023 including the following resolutions:

Community Facilities and Activities Infrastructure and Services Update

That the Infrastructure and Services Committee receives the update from the Community Facilities and Activities team on key project and a summary of progress since the last report.

Regulatory Services Infrastructure and Services Update

That the Infrastructure and Services Committee receives the update from the Building Control Services, Consents and Planning and Environmental Services teams.

Assets and Operations Infrastructure and Services Update

That the Infrastructure and Services Committee receives the update from Assets and Operations on key infrastructure projects and areas of project focus.

CARRIED

7 REPORTS FOR DECISION

7.1 MEETING SCHEDULE FOR 2024

This report seeking Council approval of the schedule of Council and Committee meetings for 2024 and two amendments to the 2023 schedule was presented by the Manager Strategy and Governance.

RESOLUTION 2023/98

Moved by Councillor D Holmes
Seconded by Councillor T Hullena

That Council

- i. approves the two amendments to the 2023 Schedule of Meetings, to move the 8 November 2023 Audit and Risk Committee Meeting to 15 November 2023 and to move the 6 December 2023 Council meeting to 13 December 2023.
- ii. approves the schedule of Council and Committee meeting dates for 2024 as set out in Attachment 2 to this report.

CARRIED

7.2 DOG CONTROL POLICY AND PRACTICES REPORT 2022/2023

The report providing the Dog Control Policy and Practices Report for the 2022/2023 registration year to Council for adoption was presented by the Manager Regulatory Services.

The Mayor noted the increased volumes and how busy the Animal Services Team had been, and

thanked them for the work they did.

RESOLUTION 2023/99

Moved by Mayor G Caffell
Seconded by Councillor D Holmes

That Council receives and adopts the Dog Control Policy and Practices Report for the 2022/2023 Registration year.

CARRIED

7.3 WELCOMING COMMUNITIES PROGRAMME STATEMENT OF COMMITMENT

The report seeking Council agreement to participate in the Welcoming Communities accreditation programme and for the Mayor and Chief Executive to sign the Statement of Commitment to the Welcoming Communities programme was presented by the Community Development Team Leader.

RESOLUTION 2023/100

Moved by Councillor S Lennox
Seconded by Councillor C Bowyer

That Council:

- a) **agrees** to participate in the Welcoming Communities accreditation programme
- b) **agrees** that the Mayor and Chief Executive sign the Statement of Commitment to the Welcoming Communities programme.

CARRIED

8 REPORTS FOR INFORMATION

8.1 CHIEF EXECUTIVE'S REPORT

The Chief Executive presented his report providing Council with an update on Council operations (as at 16 October 2023).

RESOLUTION 2023/101

Moved by Councillor D Holmes
Seconded by Councillor T Hullena

That Council receives the Chief Executive's Report as at 16 October 2023

CARRIED

8.2 MEETING REPORTS FROM COUNCILLORS

Councillors are appointed to a number of external groups and organisations as representatives of

Masterton District Council. This agenda item allows Councillors to report back on meetings attended in that capacity.

Councillor Tuuta reported back on the meeting of the Climate Advisory Group.

8.3 MAYOR'S REPORT

The Mayor provided a verbal report:

- He had attended the Mayoral Forum in Lower Hutt, where all councils were waiting to see what the new government will do. All councils were concerned about rate increases next year and there was a view that the new government needed to come up with some new funding mechanisms to help.
- There had been a meeting with the Local Government Commission to discuss the way forward for a Wairarapa Council. There would be a group set up with the Mayors, Deputy Mayors, a councillor from each council and the Chief Executives to investigate the formation of a Wairarapa Council. The Mayor stressed that Masterton District Council had not made any decision about whether it was in favour of amalgamation or not.
- He urged people to take a look at the Revenue & Financing Policy Consultation document and encouraged people to submit or get in touch with councillors if they had any questions.
- He noted the Halloween event and Christmas parade that were coming up and encouraged councillors to attend both events.
- The new initiative, a four monthly report, from LGNZ was attached. He recommended reading the report as it was an interesting and informative report.

RESOLUTION 2023/102

Moved by Councillor T Hullena
Seconded by Councillor M Tuuta

That Council

1. receives the verbal report from the Mayor
2. receives the LGNZ October 2023 Report to Members

CARRIED

9 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2023/103

Moved by Councillor C Bowyer
Seconded by Councillor B Goodwin

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 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 for the passing of this resolution
<p>9.1 - Public Excluded Minutes of Council Meeting held on 13 September 2023</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(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</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public</p> <p>s7(2)(e) - the withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
9.2 - Public Excluded Minutes of Extraordinary Council Meeting held on 20 September 2023	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
9.3 - North Island Weather Events Recovery - future of Severely Affected Locations	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The Meeting moved into public excluded at 4.36pm

The Meeting moved out of public excluded at 5.42pm

The Meeting closed at 5.42pm

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 13 December 2023.

.....
CHAIRPERSON

5.2 MINUTES OF COUNCIL MEETING HELD ON 29 NOVEMBER 2023

File Number:

Author: Harriet Kennedy, Governance Advisor

Authoriser: Kym Fell, Chief Executive

RECOMMENDATION

That the Minutes of Council Meeting held on 29 November 2023 be received and confirmed as an accurate record of that meeting.

ATTACHMENTS

- 1. Minutes of Council Meeting held on 29 November 2023**



MINUTES

**Ordinary Council Meeting
Wednesday, 29 November 2023**

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum	3
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5	Reports for Decision	3
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8	Reports for Information	4
	Nil	
6	Public Excluded	4
	Nil	

**MINUTES OF MASTERTON DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON
ON WEDNESDAY, 29 NOVEMBER 2023 AT 1:00 PM**

PRESENT: Mayor G Caffell (Chair), Councillors B Johnson, C Bowyer, B Goodwin, D Holmes, T Hullena, S Lennox, T Nelson and M Tuuta

IN ATTENDANCE: Chief Executive, Manager Finance, Manager Strategy and Governance, Manager Community Facilities and Activities, Manager Communications and Engagement, Interim Manager Assets and Operations, Manager Regulatory Services, Manager People and Culture, Principal Advisor Strategy and Governance and Governance Advisor.

1 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2 APOLOGIES

There were no apologies.

3 PUBLIC FORUM

There was no public forum.

4 ITEMS NOT ON THE AGENDA

There were no late items.

5 REPORTS FOR DECISION

5.1 ANNUAL REPORT 2022/2023

The report presenting Council's 2022/2023 Annual Report for adoption, following the completion of the audit undertaken by Audit New Zealand was presented by the Manager Finance who noted that the normal date for adoption of the Annual Report would have been 31 October 2023, however due to a number of circumstances that deadline wasn't able to be met.

Replacement pages 155 and 156 were tabled (see Minutes Attachment 1).

Council's Audit Director, Karen Young, was in attendance and confirmed that they had issued an unqualified Audit Opinion. She advised that an additional sentence had been added to the audit opinion about the uncertainty around the water services reform legislation which complemented some of the updated wording in the pages that had been tabled.

RESOLUTION 2023/108

Moved by Mayor G Caffell

Seconded by Councillor B Johnson

That Council

1. Adopts the Annual Report for 2022/2023.
2. Notes that the statutory deadline for adoption of the Annual Report for 2022/2023 was 31 October 2023, however due to a combination of factors that impacted finalisation of the report, adoption was delayed.
3. Notes that the Annual Report and a Summary of that document must be published within one month of adoption.
4. Delegates authority to the Mayor and Chief Executive to approve any changes requested by Audit New Zealand and/or minor edits prior to publication that do not change the intent of the document.

CARRIED

5 REPORTS FOR INFORMATION

There were no reports for information.

6 PUBLIC EXCLUDED

No matters were considered with the public excluded.

The Meeting closed at 1.17pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 13 December 2023.

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CHAIRPERSON

MINUTES ATTACHMENT 1

FINANCIAL REPORTS Ngā pūrongo putea

Notes to the Accounts

Note 33 cont'd

CONTINGENT LIABILITIES and CONTINGENT ASSETS

As at 30 June 2023

Contingencies

Ongoing obligation relating to New Zealand Mutual Liability Riskpool scheme

Masterton District Council was previously a member of the New Zealand Mutual Liability Riskpool scheme ('Riskpool'). The Scheme is in wind down; however, the Council has an ongoing obligation to contribute to the scheme should a call be made in respect of any historical claims (to the extent those claims are not covered by reinsurance), and to fund the ongoing operation of the scheme. The likelihood of any call, in respect of historical claims diminishes with each year as limitation periods expire. However, as a result of the Supreme Court decision on 1 August 2023 in Napier City Council v Local Government Mutual Funds Trustee Limited, it has been clarified that Riskpool has a liability for that member's claim in relation to non-weathertight defects (in a mixed claim involving both weathertight and non-weathertight defects). Riskpool has advised that it is working through the implications of the Supreme Court decision. At this point any potential liability is unable to be quantified.

Contingent Assets

The Council has settled all claims brought against it by Masterton Trust Lands Trust with respect to structural issues they disputed with an engineering design company. The Council's insurers have reserved their decision with respect to accepting cover for one of the claims. A decision on the matter is subject to a legal decision of the Court of Appeal on a separate case, but one with similar facts to MDC's - ie weathertight issues were also challenged and insurance cover has been reserved. In the Council's view, the legal and settlement costs remain recoverable from the insurers. There has been a decision by the Court of Appeal (in August 2023) in favour of the Council involved, which points to the potential for claiming legal and settlement costs back from insurers. The sums have yet to be determined so remain a contingent asset.

There were no other contingent assets.



FINANCIAL REPORTS Ngā pūrongo putea

Note 34	
POST BALANCE DATE EVENTS	
The following events after balance date are material to the financial statements:	
1.	<p>Water services reform programme</p> <p>The New Zealand Government is implementing a water services reform programme that is intended to ensure all New Zealanders have safe, clean and affordable water services. The Government believes this will be achieved by establishing new public entities to take on the delivery of drinking water, wastewater and stormwater services across New Zealand. The reform will be enacted by three pieces of legislation:</p> <ul style="list-style-type: none"> * The Water Services Entities Act 2022, which (as amended by the Water Services Entities Amendment Act 2023 on 23 August 2023) establishes ten publicly owned water services entities and sets out their ownership, governance and accountability arrangements. A water services entity is established (for transitional purposes) on the date on which the appointment of the entity's establishment board takes effect, and its establishment date (operational date) will be a date between 1 July 2024 and 1 July 2025. * The Water Services Legislation Act 2023, which amended the Water Services Entities Act 2022 on 31 August 2023 to provide for the transfer of water services assets and liabilities to the water services entities. * The Water Services Economic Efficiency and Consumer Protection Act 2023, which provides the economic regulation and consumer protection framework for water services. The consumer protection framework will come into force on 1 July 2024 and the rest of the Act came into force on 31 August 2023. <p>However, the financial impact of the transfer of the three waters assets and associated function is not certain. With the change of Government there is the possibility of a change to the water services reform programme. Considering the recent developments there is a possibility that the new Government might repeal or substantially amend the three legislations.</p>
2.	<p>Cyclone Gabrielle In February 2023 had a devastating impact on the Tini area of our District. A number of homes have been flooded and are no longer able to be lived in. A Crown-supported process of categorisation of affected properties has been undertaken, with category 3 residential properties potentially subject to a voluntary buy-out. The funding for the buy-out is to be shared 50/50 between Central & Local Government, after insurance has been taken into account.</p> <p>The Council has, at time of adopting the Annual Report, not yet committed to the voluntary buy-out approach for the 12 houses that have been identified as category 3. The Council has identified a sum of up to \$2.5 million which it may need to contribute and it wishes to consult the community about whether they believe that contribution to a small number of affected property owners is justified. In addition, and not tied to the categorisation process, the Council has allocated \$18.5 million for road repairs and anticipates Waka Kotahi subsidies at 76% of that expenditure, but that subsidy rate has yet to be confirmed.</p>
Late adoption of Annual Report	
The Council acknowledges that this Annual Report for the year to 30 June 2023 has not been adopted by the statutory date required by section 98(3) of the Local Government Act 2002. This was due to a combination of reduced internal staff capacity, competing priorities such as the Long Term Plan preparation and Revenue and Financing Policy review and delays to this completion, by external valuers, of the infrastructural asset revaluations.	



5.3 MINUTES OF COUNCIL - REVENUE AND FINANCING POLICY REVIEW HEARING MEETING HELD ON 29 NOVEMBER 2023

File Number:

Author: Harriet Kennedy, Governance Advisor

Authoriser: Kym Fell, Chief Executive

RECOMMENDATION

That the Minutes of Council - Revenue and Financing Policy Review Hearing Meeting held on 29 November 2023 be received and confirmed as an accurate record of that meeting.

ATTACHMENTS

- 1. Minutes of Council - Revenue and Financing Policy Review Hearing Meeting held on 29 November 2023**



MINUTES

**Ordinary Council - Revenue and
Financing Policy Hearing
Wednesday, 29 November 2023**

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum	3
4	Items not on the Agenda	3
5	Reports for Decision	3
	5.1 Revenue and Financing Policy Review Hearing.....	3
6	Public Excluded	4
	Nil.	

**MINUTES OF MASTERTON DISTRICT COUNCIL
ORDINARY COUNCIL - REVENUE AND FINANCING POLICY HEARING
HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON
ON WEDNESDAY, 29 NOVEMBER 2023 AT 2:00 PM**

PRESENT: Mayor G Caffell (Chair), Councillors C Bowyer, B Goodwin, D Holmes, T Hullena, B Johnson, S Lennox, T Nelson and M Tuuta

IN ATTENDANCE: Chief Executive, Manager Finance, Manager Strategy and Governance, Manager Community Facilities and Activities, Manager Communications and Engagement, Manager Regulatory Services, Manager People and Culture, Interim Manager Assets and Operations, Pou Ahurea Māori, Policy Advisor, Consultant Advisor, Governance Advisor.

1 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2 APOLOGIES

There were no apologies.

3 PUBLIC FORUM

There was no public forum as the meeting was a hearing.

4 ITEMS NOT ON THE AGENDA

There were no late items.

5 REPORTS FOR DECISION

5.1 REVENUE AND FINANCING POLICY REVIEW HEARING

The report providing the Council with the submissions on the draft Revenue and Financing Policy was presented by the Principal Advisor Strategy and Governance.

Council heard from Federated Farmers who were the only submitter who wanted to be heard.

COMMITTEE RESOLUTION 2023/1

Moved by Councillor T Nelson
Seconded by Councillor C Bowyer

That Council:

1. **receives** the full set of submissions on the draft Revenue and Financing Policy (Attachment 1 under separate cover);
 - (a) **notes** that 61 submissions were received; and
 - (b) **notes** one submitter is confirmed to be heard.

2. **notes** that deliberations are scheduled to be held at the ordinary Council meeting on Wednesday 13 December 2023.

CARRIED

6 PUBLIC EXCLUDED

No items were considered with the public excluded.

The Meeting closed at 2.13pm

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 13 December 2023.

.....
CHAIRPERSON

6 COMMITTEE REPORTS

6.1 AUDIT AND RISK COMMITTEE MEETING - 15 NOVEMBER 2023

File Number:

Author: Harriet Kennedy, Governance Advisor

Authoriser: Kym Fell, Chief Executive

Members: Philip Jones (Chair), Mayor Gary Caffell, Councillor Craig Bowyer, Councillor Brent Goodwin, Councillor David Holmes, Councillor Tom Hullena, Councillor Stella Lennox, Councillor Tim Nelson, Councillor Marama Tuuta and iwi representative Ra Smith

THE COMMITTEE RECOMMENDS:

That Council confirms the report of the Audit and Risk Committee meeting held on 15 November 2023 including the following resolutions:

- Asset Management Policy

That the Audit and Risk Committee:

- notes a review of the Asset Management Policy has been completed;*
- notes the revised Asset Management Policy was approved by the Strategic Leadership Team on 2 November 2023; and*
- endorses the revised Asset Management Policy with minor modifications included as Attachment 1.*

- Non-Financial Performance 2023/2024 Quarter 1 Report

That the Audit and Risk Committee

- Receives the Quarter 1 non-financial performance report for the 2023/24 financial year.*
- Recommends Council confirm the Year 3 (current year) targets for the two water measures that are reported annually as follows:*
 - *Percentage of Real Water Loss – target for Year 3: no more than 32.5%.*
 - *Average Consumption - target for Year 3: no more than 578/litres/person/day*

- Service Provision Report – Aratoi Regional Trust

That the Audit and Risk Committee receives the Service Provision Report Aratoi Regional Trust covering the summary results of the key result indicators for the quarter 1 July - 30 September 2023

- Destination Wairarapa Quarterly Report (1 July 2023 to 30 September 2023)

That the Audit and Risk Committee receives the first quarter report (1 July 2023 – 30 September 2023) from Destination Wairarapa.

- Corporate Carbon Emissions Reduction Plan Implementation: Progress Report

That the Audit and Risk Committee receives the second six-monthly progress report on the implementation of the Corporate Carbon Emissions Reduction Plan.

- 2022/2023 Annual Report

That the Audit and Risk Committee:

- i) receives the draft (pre-final) audit opinion, Annual Report for 2022/23; and*
- ii) notes the final Annual Report for 2022/23 will be considered for adoption by Council on 29 November 2023*

- 2024-2034 Long-Term Plan Update

That the Audit and Risk Committee

- i) Receives the 2024-34 Long-Term Plan update report.*
- ii) Notes the risks identified in this report*

- Three Months to Date Financial Report Quarter 1 2023/2024

That the Audit and Risk Committee receives the financial report and commentary for the 3 month period to 30 September 2023.

ATTACHMENTS

- 1. Minutes of Audit and Risk Committee Meeting held on 15 November 2023**



MINUTES

**Audit and Risk Committee Meeting
Wednesday, 15 November 2023**

Order Of Business

1	Conflicts of Interest	3
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6	Reports for Information	6
6.1	Minutes of the Previous Meeting held on 23 August 2023	6
6.2	Service Provision Report - Aratoi Regional Trust	6
6.3	Destination Wairarapa Quarterly Report (1 July 2023 to 30 September 2023)	6
6.4	Corporate Carbon Emissions Reduction Plan Implementation: Progress Report.....	7
6.5	2022/2023 Annual Report.....	7
6.6	2024-2034 Long-Term Plan Update	7
6.7	Three Months to Date Financial Report Quarter 1 2023/2024	8
7	Public Excluded	8
7.1	Minutes of the Audit and Risk Committee Meeting held with the public excluded on 23 August 2023	8
7.2	Health and Safety Quarterly Report.....	9
7.3	SLT Risk Discussion	9

**MINUTES OF MASTERTON DISTRICT COUNCIL
AUDIT AND RISK COMMITTEE MEETING
HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON
ON WEDNESDAY, 15 NOVEMBER 2023 AT 3:00 PM**

PRESENT: Philip Jones (Chair), Mayor Gary Caffell and Councillors B Johnson, C Bowyer, B Goodwin, D Holmes, T Hullena, S Lennox, T Nelson and M Tuuta

IN ATTENDANCE: Chief Executive, Manager Finance, Manager Strategy and Governance, Manager Community Facilities and Activities, Manager Communications and Engagement, Manager People and Culture, Interim Manager Assets and Operations, Policy Advisor, Team Leader Community Development, Senior Policy Advisor, Health Safety and Wellbeing Advisor, and Governance Advisor.

1 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2 APOLOGIES

There were no apologies.

3 PUBLIC FORUM

There was no public forum

4 ITEMS NOT ON THE AGENDA

There were no late items.

5 REPORTS FOR DECISION

The Chair advised that Item 5.2 would be brought forward and considered prior to Item 5.1 due to staff availability.

5.1 ASSET MANAGEMENT POLICY

The report seeking the Audit and Risk Committee's endorsement of the revised Asset Management Policy (Attachment 1) was presented by the Senior Policy Advisor.

Whether the condition of assets should be reviewed more often than three yearly was discussed. Staff advised that the previous policy included reporting on the condition of assets in the Annual Report but this was onerous and costly. Reporting to the Audit and Risk Committee instead would focus on assuring the Committee that the programmes of work in the Asset Management Plans were being delivered. Staff also advised that critical assets like the water treatment plant were continuously being assessed.

The Chair proposed redefining the description under the Lifecycle Management "Operate and Maintain" as critical assets (e.g. water and roading) should be given higher grading than those non-critical assets which would be at the core level (e.g. Parks). An addition to the staff

recommendation was made to include “with minor modifications”.

An amendment to the Policy was proposed, to add Council/Elected Members to the ‘Roles and Responsibilities’ to set out that the role of elected members in the AMP process being: to represent the interests of the community, help to set the strategic direction, budgets, levels of service and appropriate levels of risk, to approve the Infrastructure Strategy and Asset Management Plans and to provide strategic governance oversight of operational and capital expenditure. The amendment would make it clear that councillors would be involved the next time the Asset Management Policy was reviewed.

The proposed amendment was discussed and there was a view that what was outlined was councillors’ role and not unique to asset management and therefore that didn’t need clarifying in the Asset Management Policy. It was also noted that the Policy came to Council three years ago.

MOTION

Moved by Philip Jones

Seconded by Councillor B Johnson

That the Audit and Risk Committee:

- i) notes a review of the Asset Management Policy has been completed;
- ii) notes the revised Asset Management Policy was approved by the Strategic Leadership Team on 2 November 2023; and
- iii) endorses the revised Asset Management Policy with minor modifications included as Attachment 1.

AMENDMENT

Moved by Councillor B Goodwin

Seconded by Councillor T Nelson

That the Audit and Risk Committee:

- i) notes a review of the Asset Management Policy has been completed;
- ii) notes the revised Asset Management Policy was approved by the Strategic Leadership Team on 2 November 2023; and
- iii) endorses the revised Asset Management Policy included as Attachment 1 with the addition of the following in the ‘Roles and Responsibilities’ section:

Council/Elected Members	<ul style="list-style-type: none"> • Represent the interests of the community • Set the strategic direction, budget, levels of service and appropriate level of risk • Approve the Infrastructure Strategy and Asset Management Plans • Provide strategic governance oversight of operational and capital expenditure
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LOST

COMMITTEE RESOLUTION 2023/36

Moved by Philip Jones

Seconded by Councillor B Johnson

That the Audit and Risk Committee:

- i) notes a review of the Asset Management Policy has been completed;
- ii) notes the revised Asset Management Policy was approved by the Strategic Leadership Team on 2 November 2023; and
- iii) endorses the revised Asset Management Policy with minor modifications included as Attachment 1.

CARRIED

[Note: the final Asset Management Policy with the minor modifications incorporated is attached as Minutes Attachment 1]

5.2 NON FINANCIAL PERFORMANCE 2023/24 QUARTER 1 REPORT

The report advising the Audit and Risk Committee of performance against non-financial measures year to date, for the period from 1 July 2023 to 30 September 2023, was presented by the Principal Advisor Strategy and Governance.

Members discussed the two water measures referred to in the staff recommendation and it was agreed that the measure revert to the original, rather than the reduced targets proposed at the previous meeting, as although most of the water meters had been installed they were not fully operational yet so would not influence water consumption. The Chair noted that whatever targets were set internally, Council was still required to report on the targets set in the Long Term Plan. Staff advised that the Long Term Plan envisaged the measure being reviewed annually as a result of the water meter implementation. It was noted that the opportunity to revise targets and measures for water (along with other assets) would be part of the discussions leading up to the Long Term Plan consultation.

COMMITTEE RESOLUTION 2023/37

Moved by Councillor B Goodwin

Seconded by Councillor T Nelson

That the Audit and Risk Committee

- i) Receives the Quarter 1 non-financial performance report for the 2023/24 financial year.
- ii) Recommends Council confirm the Year 3 (current year) targets for the two water measures that are reported annually as follows:
 - Percentage of Real Water Loss – target for Year 3: no more than 32.5%.
 - Average Consumption - target for Year 3: no more than 578/litres/person/day.

CARRIED

6 REPORTS FOR INFORMATION

6.1 MINUTES OF THE PREVIOUS MEETING HELD ON 23 AUGUST 2023

For the Audit and Risk Committee to receive the minutes of the previous meeting held 23 August 2023.

COMMITTEE RESOLUTION 2023/38

Moved by Mayor G Caffell
Seconded by Councillor B Johnson

That the Audit and Risk Committee receives the minutes of the previous meeting held 23 August 2023.

CARRIED

6.2 SERVICE PROVISION REPORT - ARATOI REGIONAL TRUST

The report providing the Committee with the quarterly report against key result indicators for Aratoi Regional Trust was presented by the Manager Community Facilities and Activities. Sarah McLintock, Director of Aratoi, was in attendance to speak to her report.

COMMITTEE RESOLUTION 2023/39

Moved by Councillor B Johnson
Seconded by Councillor C Bowyer

That the Audit and Risk Committee receives the Service Provision Report Aratoi Regional Trust covering the summary results of the key result indicators for the quarter 1 July - 30 September 2023.

CARRIED

6.3 DESTINATION WAIRARAPA QUARTERLY REPORT (1 JULY 2023 TO 30 SEPTEMBER 2023)

The report providing the Audit and Risk Committee with the first quarter (1 July 2023 – 30 September 2023) progress report on key deliverables for Destination Wairarapa was presented by Anna Nielsen, General Manager, Destination Wairarapa.

COMMITTEE RESOLUTION 2023/40

Moved by Councillor C Bowyer
Seconded by Councillor D Holmes

That the Audit and Risk Committee receives the first quarter report (1 July 2023 – 30 September 2023) from Destination Wairarapa.

CARRIED

Report 6.5 was taken before Report 6.4 due to the attendance on Teams of Council's Audit Director.

**6.4 CORPORATE CARBON EMISSIONS REDUCTION PLAN IMPLEMENTATION:
PROGRESS REPORT**

The report advising the Audit and Risk Committee of progress on the implementation of the Corporate Carbon Emissions Reduction Plan (CCERP 2021) was presented by the Climate Change Activator.

The EV Strategy was discussed and staff advised it was due for review in 2024.

COMMITTEE RESOLUTION 2023/41

Moved by Councillor T Nelson

Seconded by Councillor B Johnson

That the Audit and Risk Committee receives the second six-monthly progress report on the implementation of the Corporate Carbon Emissions Reduction Plan.

CARRIED

6.5 2022/2023 ANNUAL REPORT

The report providing the draft Annual Report for 2022/23, for information and ahead of Council consideration for adoption on 29 November 2023 was presented by the Manager Finance who advised that the report should have been adopted at the end of October but that had not been possible due to internal resourcing and a delay in valuations. The Report would be brought to Council for adoption on 29 November 2023.

Council's Audit Director was in attendance on Teams to answer any questions. The Audit Director advised that the audit had gone very well and they were well placed to issue an unmodified Audit Opinion at the end of the month.

COMMITTEE RESOLUTION 2023/42

Moved by Mayor G Caffell

Seconded by Councillor D Holmes

That the Audit and Risk Committee:

- i) receives the draft (pre-final) audit opinion, Annual Report for 2022/23; and
- ii) notes the final Annual Report for 2022/23 will be considered for adoption by Council on 29 November 2023.

CARRIED

6.6 2024-2034 LONG-TERM PLAN UPDATE

The report providing the Audit and Risk Committee with an update on progress with the development of the 2024-34 Long Term Plan was presented by the Manager Strategy and Governance.

COMMITTEE RESOLUTION 2023/43

Moved by Philip Jones

Seconded by Councillor C Bowyer

That the Audit and Risk Committee

- i) Receives the 2024-34 Long-Term Plan update report.
- ii) Notes the risks identified in this report.

CARRIED

6.7 THREE MONTHS TO DATE FINANCIAL REPORT QUARTER 1 2023/2024

The report providing the Audit and Risk Committee with financial reporting for the three months to 30 September 2023 was presented by the Manager Finance.

COMMITTEE RESOLUTION 2023/44

Moved by Councillor B Johnson

Seconded by Councillor S Lennox

That the Audit and Risk Committee receives the financial report and commentary for the 3 month period to 30 September 2023.

CARRIED

7 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2023/45

Moved by Councillor T Nelson

Seconded by Mayor G Caffell

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 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 for the passing of this resolution
<p>7.1 - Minutes of the Audit and Risk Committee Meeting held with the public excluded on 23 August 2023</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	<p>confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public</p> <p>s7(2)(e) - the withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	
<p>7.2 - Health and Safety Quarterly Report</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p>7.3 - SLT Risk Discussion</p>	<p>s7(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</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	<p>information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p>	
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CARRIED

The Meeting moved into public excluded at 5.13pm

The Meeting moved out of public excluded at 5.55pm

The Meeting closed at 5.55pm

The minutes of this meeting were confirmed at the Council meeting held on 13 December 2023.

.....
CHAIRPERSON

MINUTES ATTACHMENT 1

Asset Management Policy

Applicable to:	MDC Staff	Policy Number:	MDC023
Issued by:	Chief Executive	Last Approved:	02 November 2023
Contact Person:	Manager Assets and Operations	Review Date:	02 November 2026

Purpose

The purpose of the Asset Management Policy is to state Masterton District Council's/Te Kaunihera ō-rohe o Whakaoriori (MDC's) commitment to asset management and set a consistent framework for asset management at MDC.

Policy Context

Masterton District Council (MDC) manages infrastructure assets like water, sewerage, stormwater, roading, community facilities, and senior housing to serve residents, businesses, and visitors. MDC is committed to systematic asset management for efficiency and cost-effectiveness. Asset management is a significant part of Council's budget, covering creation, operation, maintenance, renewal, and disposal of assets. Council's goal is to ensure sustainable, long-term asset management for community benefit.

Strategic Context

A number of internal strategic and statutory documents outline the Council's roles, services, and operations. These documents must align to ensure the efficient and effective delivery of asset-related functions, services, and activities.

The relationship between this Asset Management Policy, the Infrastructure Strategy, Long-Term Plan and the various levels of asset management is set out below:



Scope

This policy applies to all MDC infrastructure assets. In general terms the categories of assets and associated asset types that Council owns, or controls, and are covered by this policy are:

Activities	Example of Assets
Parks and open spaces	Public open space, street and park trees, stadium, cemeteries, playgrounds, lakes
Community facilities and property	Recreation Centre, Library, Public toilets
Roading	Roads, bridges, culverts, footpaths, kerb and channels, shared paths, cycle lanes, cycle paths, streetlights, signs, traffic signals, road markings and bus shelters
Water Supply ¹	Treatment plants, pipelines, reservoirs, and connections (laterals, <u>tobies</u> and meters)
Solid Waste	Landfill and transfer stations
Stormwater ¹	Pipelines, open drains, and land drainage scheme
Wastewater ¹	Treatment plants, gravity pipelines, rising mains, and pump stations

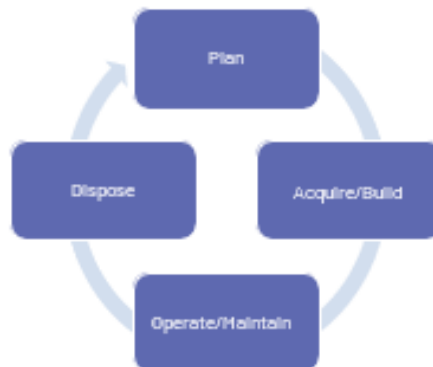
Council contractor assets are exempt from this policy.

Principles of Asset Management

Council takes an integrated and multi-disciplinary approach to asset management. Assets are managed with the primary purpose of providing a desired level of service, in the most cost-effective manner, to meet present and future needs.

A systematic, whole of life approach is taken to manage assets, as illustrated by the asset lifecycle following.

¹ Three Waters assets are part of the council, but they will be transferred to the National Transition Unit (NTU) of DIA before July 1, 2026. So, it might not be an asset to the council after that period. NTU is responsible for the Three Waters AMP, and all the geospatial data related to Three Waters is sent to NTU.



All asset management decisions will be made in accordance with the following principles:

- Assets will be created or acquired for their service delivery potential. Service delivery needs and levels of service will be defined in consultation with the community, also taking into consideration relevant demographic, social, environmental, technical and financial factors.
- Asset management planning will be fully integrated with all activities across MDC.
- Asset management decisions will be made in line with service provision determined through the Long-Term Plan and Section 17A reviews.
- Assets will be managed to effectively and efficiently meet the needs of the community now and in the future.
- Responsibilities for the control and management of assets will be defined.

Asset Management Plans

Asset Management Plans (AMPs) document the activities, resources and timeframes required for assets to achieve MDC's objectives. MDC develops AMPs for all key asset and activity areas, namely:

- Parks and open spaces;
- Community facilities and property;
- Roading;
- Water Supply;
- Solid Waste;
- Stormwater; and
- Wastewater.

Each of the key asset and activity areas will be assigned an Asset Manager, responsible for the development and implementation of the AMP. AMPs should be updated regularly, in line with budget and planning decisions, with a strategic review every three years, in line with the LTP development.

Lifecycle Management

Asset lifecycle management is the process used to ensure we get the full life out of assets via planning and maintenance to boost productivity, extend asset lifespans, and reduce costs. The four major stages of an asset's lifecycle are plan, acquire, operate/use, maintain, dispose.

MDC will effectively manage its assets throughout the lifecycle. This is further detailed below:

Lifecycle stages	Lifecycle activities
Plan	<ul style="list-style-type: none"> - Identify an asset's necessity, its technical requirements, and potential solutions for procurement. - Evaluation, <u>prioritisation</u> and selection of capital investment proposals will be based on lifecycle cost-benefit analysis. - Budget for new assets and asset renewals will be considered and approved through the Long-Term Plan (LTP) and Annual Plan process.
Acquire/Build	<ul style="list-style-type: none"> - Organisation and control of the purchase of new, <u>updated</u> or renewed assets. - All purchases should follow the principles and objectives of the MDC Procurement Policy.
Operate and <u>Maintain</u>	<ul style="list-style-type: none"> - Assets will be used for the purposes set out in the planning stage. - Operation of assets is tracked with regular evaluation of function and use. - Infrastructure assets will be managed, at a minimum, in accordance with the Core Asset Management Practices as defined in the New Zealand Asset Management Support's (NAMS) International Infrastructure Management Manual 2020. As part of the improvement plans for each Asset Management Plan, Council is committed (reflecting available resources) to developing the maturity level of the plans, where appropriate. - Detailed asset registers will be maintained for all MDC-owned or controlled assets.
Dispose	<ul style="list-style-type: none"> - All assets will be assigned an 'economic life' and valuations and depreciation will be defined in accordance with all relevant MDC financial policies. - Any disposals will be undertaken as per any

	contractual terms, consideration of mana whenua, and in accordance with relevant MDC policies.
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Audit & Reporting

An independent peer review of the AMPs will be completed every three years, in addition to audits of the AMPs by the Office of the Auditor General as part of the LTP process.

Roles & Responsibilities

Roles	Responsibilities
CEO	<ul style="list-style-type: none"> - Take charge and lead the charge in promoting dynamic asset management among the staff, council, and the community. - Collaborate with senior management to promote a cross-functional approach to asset management. - Monitor compliance with this asset management policy.
Senior Management Team	<ul style="list-style-type: none"> - Ensure that asset managers are equipped with all the essential skills, training, resources, and assistance required to achieve their asset management goals successfully. - Act as a review panel for asset management plans and projects. - Ensure approved AMPs are implemented within budget and service parameters. - Ensure that accurate and reliable information is presented to Council for decision making. - Ensure agreed work programme relating to AMPs is delivered. - Monitor and review organisational performance in achieving the asset management strategy. - Ensure community consultation is undertaken at appropriate times and in accordance with the Local Government Act 2002 and MDC's Significance and Engagement Policy, and that other legal and statutory obligations are met.
Asset Managers (Individuals)	<ul style="list-style-type: none"> - Assist in the development of appropriate policy, strategy and guidelines/processes as required. - Ensure their asset group data is accurate

	<p>and current.</p> <ul style="list-style-type: none"> - Develop AMPs for their asset group in accordance with the requirements of this policy. - Implement improvement plans for their asset group. - Implement approved AMPs for their asset group. - Deliver levels of service for their asset group to agreed risk and cost standards. - Review AMPs to agreed timeframes, in consultation with the Asset Planning Engineer.
Asset Planning Engineer	<ul style="list-style-type: none"> - Develop and enhance asset management functions within MDC. - Raise awareness of the value of asset management within MDC. - Coordinate and review asset management systems and processes, objectives and guidelines. - Coordinate AMP development, implementation and review. - Audit and report on asset management. - Seek external expertise as needed.

Review of Policy

This policy will be reviewed in conjunction with the LTP every three years.

Definitions

Asset: Any item, thing or entity that has potential or actual value to an organisation.

Asset Management: The combination of management, financial, economic, [engineering](#) and other practices applied to physical assets with the objective of providing the required level of service in the most cost-effective manner.

Lifecycle Cost Analysis: A method of determining the cost-effective option to purchase, operate, [maintain](#) and dispose of an asset, when each available option is equally appropriate to be implemented on technical grounds.

Related Documents

- Asset Management Plans (published each LTP cycle)
- [Masterton District Council Long-Term Plan](#)
- [Masterton District Council Procurement Policy](#)
- [Masterton District Council Significance and Engagement Policy](#)

References

- [Local Government Act 2002](#)

Version Control

Version	Date	Summary of Amendments	Approved By
1.0	11/7/2017	Removal of procedural content.	Senior Management Team Endorsed by Council 20/09/2017
2.0	08/12/2023	Addition of further context and update of formatting. Updated requirements on condition assessment reporting. Inclusion of CE in roles and responsibilities. Change of role description from Asset Management Advisor to Asset Planning Engineer – to reflect current staffing.	Senior Leadership Team approved 2/11/2023 Endorsed by Council 15/11/2023

6.2 INFRASTRUCTURE AND SERVICES COMMITTEE MEETING - 22 NOVEMBER 2023

File Number:

Author: Harriet Kennedy, Governance Advisor

Authoriser: Karen Yates, Manager Strategy and Governance

Members: Councillor David Holmes (Chair), Mayor Gary Caffell, Councillor Craig Bowyer, Councillor Brent Goodwin, Councillor Tom Hullena, Councillor Stella Lennox, Councillor Tim Nelson, iwi representative Ra Smith and Councillor Marama Tuuta

THE COMMITTEE RECOMMENDS:

That Council confirms the report of the Infrastructure and Services Committee meeting held on 22 November 2023 including the following resolutions

- Community Facilities and Activities Infrastructure and Services Update
That the Infrastructure and Services Committee receives the update from the Community Facilities and Activities team on key projects and a summary of progress since the last report.
- Regulatory Services Infrastructure and Services Update
That the Infrastructure and Services Committee receives the update from the Building Control Services, Consents and Planning and Environmental Services teams.
- Assets and Operations Infrastructure and Services Update
That the Infrastructure and Services Committee receives the update from Assets and Operations on key infrastructure projects and areas of project focus

ATTACHMENTS

1. Minutes of Infrastructure and Services Committee Meeting held on 22 November 2023



MINUTES

Infrastructure and Services Committee Meeting

Wednesday, 22 November 2023

Order Of Business

1	Conflicts of Interest	3
2	Apologies	3
3	Public Forum	3
4	Items not on the Agenda	3
5	Reports for Information	4
5.1	Community Facilities and Activities Infrastructure and Services Update	4
5.2	Regulatory Services Infrastructure and Services Update	4
5.3	Assets and Operations Infrastructure and Services Update	6

MINUTES OF MASTERTON DISTRICT COUNCIL
INFRASTRUCTURE AND SERVICES COMMITTEE MEETING
HELD AT WAIATA HOUSE, LINCOLN ROAD, MASTERTON
ON WEDNESDAY, 22 NOVEMBER 2023 AT 3:00 PM

PRESENT: Councillor David Holmes (Chair), Mayor Gary Caffell, Councillors B Johnson, C Bowyer, B Goodwin, T Hullena, S Lennox, T Nelson and M Tuuta

IN ATTENDANCE: Manager Finance, Manager Strategy and Governance, Manager Community Facilities and Activities, Manager Communications and Engagement, Interim Manager Assets and Operations, Manager Regulatory Services, Environmental Services Manager and Governance Advisor.

1 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2 APOLOGIES

There were no apologies from Committee members. The apology of the CE was noted.

3 PUBLIC FORUM

No public forum

4 ITEMS NOT ON THE AGENDA

The Chair advised that there was a late minor item - the National Party Infrastructure Policy Document – Infrastructure for the Future. It was noted that no resolution, decision or recommendation could be made in relation to the item except to refer it to a subsequent meeting of Masterton District Council for further discussion or for Officers to provide a report to Council on the issue/topic.

COMMITTEE RESOLUTION 2023/26

Moved by Councillor T Hullena
Seconded by Councillor M Tuuta

That in terms of section 46A(7A) of the Local Government Official Information and Meetings Act 1987 the item the National Party Infrastructure Policy Document - Infrastructure for the Future be discussed at this meeting.

CARRIED

5 REPORTS FOR INFORMATION

5.1 COMMUNITY FACILITIES AND ACTIVITIES INFRASTRUCTURE AND SERVICES UPDATE

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

Matters discussed included:

- Coronation Hall – eight Request for Proposal information packs were sent out. No expressions of interest were received. Council will look to reform and go back out to the market;
- Vandalism at the park;
- New roof for toddler pool – an architect had to be used following advice from structural engineers that it needs to be well designed;
- Purchase by the Archive of commercial refrigerator for the Winzenberg photos and other material;
- Bookings at Mawley Park – last year they exceeded targets by some distance, this year it is still tracking behind. A Section 17A review is to be done on the management of the park;
- Lack of communication around the pool closure on Saturday 18th November;
- Mould testing at the library – the results were overall quite positive. Managing it will include disposing parts of the collection and cleaning of items still in circulation using a hepa filter vacuum cleaner. There are not a lot of ongoing costs and Council will continue to monitor the environment. There is still water ingress in the basement;
- A request was made for a translation of the Te Wiki o te Reo Māori 2023 report;
- An update from Predator Free Masterton was also requested;
- Douglas Villa turf management and how best to minimize the impact of any work;
- The importance of the library and it's services to the community;
- Positive Ageing blue zones – update to be provided;
- The Community Association meeting, attended by Resident Associations Castlepoint, Riversdale, Solway, East Side, and Lansdowne went very well; and

The Community Development team were congratulated on a positive few months of events.

COMMITTEE RESOLUTION 2023/28

Moved by Councillor D Holmes

Seconded by Councillor B Johnson

That the Infrastructure and Services Committee receives the update from the Community Facilities and Activities team on key projects and a summary of progress since the last report.

CARRIED

5.2 REGULATORY SERVICES INFRASTRUCTURE AND SERVICES UPDATE

The report providing the Infrastructure and Services Committee with an update from the Building Control Services team, the Consents and Planning team and the Environmental Services team

was presented by the Manager Regulatory Services.

Matters discussed included: the new Building Control Services Manager was introduced; Earthquake prone buildings was re-highlighted as there is a need to develop a policy and engagement focus. A workshop on this will be held, most likely in the new year; and, diagonal parking at Uncle Bill's and the Departmental Building – there have been a number of infringements for parking the wrong way in diagonal parking.

COMMITTEE RESOLUTION 2023/29

Moved by Mayor G Caffell

Seconded by Councillor S Lennox

That the Infrastructure and Services Committee receives the update from the Building Control Services, Consents and Planning and Environmental Services teams.

CARRIED

5.3 ASSETS AND OPERATIONS INFRASTRUCTURE AND SERVICES UPDATE

The report providing the Infrastructure and Services Committee with an update from Assets and Operations on key infrastructure projects and areas of project focus was presented by the Interim Manager Assets and Operations.

Matters discussed included:

- Cockburn Street sewer works –

The agreement for the independent review commissioned by the Chief Executive on water/wastewater was signed on 22 November 2023. The review will kick off straight away, with the report due back early next year. Following that a Council workshop will be held.

The work undertaken by the Senior Advisor Water Services has received fantastic feedback from two of the families.

The use of reflux valves was queried, with the Interim Manager Assets and Operations advising that tanks are not always a viable option, with space available one consideration.

- Animal shelter – contract details are being finalised. Once they are signed an update will be provided to Council.
- Footpath renewals and what we're getting for the budget was queried, with an update to be provided.

COMMITTEE RESOLUTION 2023/30

Moved by Councillor C Bowyer

Seconded by Councillor S Lennox

That the Infrastructure and Services Committee receives the update from Assets and Operations on key infrastructure projects and areas of project focus.

CARRIED

**5.3 THE NATIONAL PARTY INFRASTRUCTURE POLICY DOCUMENT -
INFRASTRUCTURE FOR THE FUTURE**

The National Party Infrastructure Policy Document was raised by the Chair. Councils are being urged to identify priority projects, with criteria to be provided. This will be discussed at a workshop.

The Meeting closed at 4.01pm.

The minutes of this meeting are to be confirmed at the Council meeting held on 13 December 2023.

.....
CHAIRPERSON

6.3 HEARINGS COMMITTEE MEETING - 29 NOVEMBER 2023

File Number:

Author: Harriet Kennedy, Governance Advisor

Authoriser: Kym Fell, Chief Executive

Members: Councillor Craig Bowyer (Chair), Mayor Gary Caffell, Councillor David Holmes, Councillor Tom Hullena and iwi representative Ra Smith

THE COMMITTEE RECOMMENDS:

That Council confirms the report of the Hearings Committee meeting held on 29 November 2023 including the following resolutions:

Determination of an Objection to a Menacing Dog Classification

That the Hearings Committee

1. *Receives the information;*
2. *Notes*
 - i) *The evidence which formed the basis for the classification;*
 - ii) *Any steps taken by the owner to prevent any threat to the safety of persons or animals;*
 - iii) *The matters relied on in support of the objection;*
 - iv) *Any other relevant matters.*
3. *Agree to uphold the classification as a menacing dog.*

ATTACHMENTS

1. **Minutes of Hearings Committee Meeting held on 29 November 2023**



MINUTES

**Hearings Committee Meeting
Wednesday, 29 November 2023**

Order Of Business

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2 Apologies3

3 Reports for Decision3

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 4.1 Deliberation on the Objection to Classification of Dog as Menacing5

**MINUTES OF MASTERTON DISTRICT COUNCIL
HEARINGS COMMITTEE MEETING
HELD AT WAIATA HOUSE, 27 LINCOLN ROAD, MASTERTON
ON WEDNESDAY, 29 NOVEMBER 2023 AT 11:00 AM**

PRESENT: Craig Bowyer (Chair), Mayor Gary Caffell, Councillors D Holmes and T Hullena

IN ATTENDANCE: Manager Regulatory Services, Environmental Services Manager, Team Leader Animal and Bylaw Services, Animal Services Officer, Governance Advisor

1 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2 APOLOGIES

Moved Councillor C Bowyer

Seconded Councillor David Holmes

That the apology from Ra Smith be received.

CARRIED

3 REPORTS FOR DECISION

3.1 DETERMINATION OF AN OBJECTION TO A MENACING DOG CLASSIFICATION

The report seeking the Hearings Committee consideration and decision on the objection lodged by a dog owner against the classification of the dog, [REDACTED], as a menacing dog under section 33A of the Dog Control Act 1996 (the Act) was taken as read.

The objector addressed the Committee and outlined that her main reason for the objection was in the relation to the requirement for the dog to be neutered. The objector responded to questions from the Committee.

Council staff addressed the Committee, outlining the menacing classification and responded to questions.

The objector was provided the opportunity to reply to the matters raised by Council staff and provide the Committee with final comments.

RECOMMENDATIONS

That the Hearings Committee

1. Receives the information;
2. Notes

- i) The evidence which formed the basis for the classification;
 - ii) Any steps taken by the owner to prevent any threat to the safety of persons or animals;
 - iii) The matters relied on in support of the objection;
 - iv) Any other relevant matters.
3. Agree to uphold the classification as a menacing dog **OR**
Agree to revoke the classification as a menacing dog.

4 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2023/2

Moved by Councillor T Hullena
Seconded by Mayor G Caffell

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 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 for the passing of this resolution
4.1 - Deliberation on the Objection to Classification of Dog as Menacing	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The public was excluded at 11.18am

The Meeting moved out of public excluded at 11.53am

The Meeting closed at 11.53am

RESTATEMENT

It was resolved while the public was excluded:

COMMITTEE RESOLUTION 2023/2

Moved by Mayor G Caffell
Seconded by Councillor T Hullena

That the Hearings Committee

1. Receives the information;
2. Notes
 - i) The evidence which formed the basis for the classification;
 - ii) Any steps taken by the owner to prevent any threat to the safety of persons or animals;
 - iii) The matters relied on in support of the objection;
 - iv) Any other relevant matters.
3. Agree to uphold the classification as a menacing dog.

CARRIED

Reasons for decision

The Committee noted that the objector did not object to the classification of the dog as menacing but to the requirement for the dog to be neutered. The dog owner submitted that neutering the dog could make it more aggressive but did not present any evidence in support of that assertion. There was no evidence from the objector to challenge the reported and observed behaviour of the dog that led to the menacing classification.

The Committee noted that the requirement to neuter a dog following a menacing classification is a requirement of the Masterton District Council Dog Policy and is not a consideration in the decision before the Committee whether to uphold or rescind the menacing classification under the Dog Control Act.

The Committee acknowledged that the objector had taken steps to provide a kennel for the dogs when they were outside unsupervised but considered that there was still a risk that the dog could leave the property if it was not contained either inside the house or in the kennel.

Having regard to the information in the Agenda report and the evidence presented at the Hearing by the objector and the Animal Services Officer, the Committee is satisfied that the dog may pose a threat to the safety of persons and animals in public and that this potential threat can be mitigated by the menacing classification.

The Meeting closed at 11.53am.

The minutes of this meeting were confirmed at the Ordinary Council meeting held on 13 December 2023.

.....
CHAIRPERSON

7 REPORTS FOR DECISION

7.1 CIVIC FACILITY OPTIONS FOR THE 2024-2034 LONG-TERM PLAN AND NEXT STEPS

File Number:

Author: Laura MacLean, Project Manager

Authoriser: Kym Fell, Chief Executive

PURPOSE

This report seeks Council's approval to proceed with a refined set of options for the Town Hall, Municipal Buildings and Library to costing for inclusion in the 2024-34 Long-Term Plan.

RECOMMENDATIONS

That Council:

1. **Notes** the purpose and function of the Library, Municipal Building and Town Hall identified by the Project Advisory Group.
2. **Notes** priorities identified for Library, Municipal Building and Town Hall identified by the Project Advisory Group.
3. **Agrees** that options A, B and C for the Library and Archives are to be taken forward for costing to be consulted on as part of the 2024-34 Long Term Plan.
4. **Agrees** that options D and G for the Town Hall and Municipal Building are taken forward for costing to be consulted on as part of the 2024-34 Long Term Plan.

CONTEXT

In September 2023 Council approved officers to proceed with option development for the following:

- Option 1 (Do the minimum required) - Close the civic facility project. Noting that decisions would still need to be made regarding the library; archives; customer services and the existing town hall and municipal buildings; and noting the legal requirement to address the earthquake prone status of those buildings.
- Option 2 - Refurbish and upgrade the existing library and extend that to include the archives and an information hub, demolish the existing town hall and build a new performance space on the town hall site and refurbish the municipal and civil defence buildings (end use to be confirmed)

Council also approved the establishment of a Project Advisory Group to provide guidance and input to the development of these options.

The Project Advisory Group has been meeting fortnightly since 4th October 2023. In this time, the scope for each aspect of the wider Civic Facility Project (Town Hall, Library and Municipal Building) has been refined. This focus has realised the opportunity to view these as three distinct pieces of work. This approach will support the project to better clarify and address the problems of these

spaces and any opportunities. This clarification will support better assessment of options for each space.

At the Project Advisory Group meeting held 15 November 2023, an alternative option for the treatment of the Town Hall and Municipal Buildings was put forward (identified below as Option G) for discussion. The PAG agreed that this option should be put forward for Council decision as it offered an alternative solution that would likely be more cost effective, while providing a better outcome than retrofitting or building a new space for the Municipal Building purposes.

Given the numerous potential options available for the redevelopment of the Town Hall/Municipal building and site, the project team recommends the options are reduced to minimise the detailed work required to cost and analyse each option ahead of the 2024-2034 Long Term Plan consultation.

ANALYSIS AND ADVICE

Since the establishment of the Project Advisory Group, there has been a focus on viewing the Civic Facility Project as three distinct projects:

- i. The Library/Archive project
- ii. The Town Hall project
- iii. Municipal/ Civil Defence building project.

The group have agreed the following purpose and function for each of these spaces.

Space	Purpose
Library and Archives	<ul style="list-style-type: none"> ○ connects people to services, knowledge and information ○ manage the district’s heritage collection ○ act as an accessible community hub that brings sectors of the community together ○ Fit for future generations
Town Hall	<ul style="list-style-type: none"> ○ Provide a dynamic, adaptable venue that can meet the needs of the community ○ Support a wide range of performances, such as kapa haka, theatre productions, concerts, dance, cabaret, banquets etc. ○ Provide a space to host a wide range of other events conferences, exhibitions etc. ○ Has a point of difference to other venues available in the Wairarapa
Municipal Building	<ul style="list-style-type: none"> ○ Provides an accessible ‘front door’ for Council Services ○ Provides modern, safe workspaces for Council Services and others as required ○ Provides a space for Council and community meetings ○ Provides a space for Civil Defence (higher seismic requirements)

The following requirements were reviewed for each space with the intention of confirming priorities to assist the development of size and cost.

Space	Priorities	Not a priority
Library and Archives	<ul style="list-style-type: none"> ○ General collection ○ Quiet space ○ Children’s area ○ Youth area ○ Front desk/ Service desk ○ Study/work spaces ○ Staff workspaces ○ Archives (including Vault and reading room) ○ Technology space ○ Returns area ○ Flexible classroom space ○ Place to get a coffee/something to eat – kiosk ○ Meeting rooms – could overlap with quiet spaces. 	<ul style="list-style-type: none"> ○ I-site* ○ Workspaces for i-site/ Destination Wairarapa Staff (approx. 7-10)*
Town Hall	<ul style="list-style-type: none"> ○ Foyer (suitable for use as exhibition space) ○ Auditorium (Performance Space) ○ Back of House (Performance Space) ○ Kitchen (Performance Space) – plating kitchen ○ Technical provisions (technical infrastructure and scalable) ○ Acoustics – using technology to create quality acoustics depending on event 	<ul style="list-style-type: none"> ○ Council chambers (<i>see municipal building</i>) ○ Exhibition space ○ Pre-function space
Municipal Building	<ul style="list-style-type: none"> ○ Front desk (customer services) ○ Waiting area (customer services) ○ Staff workspaces, approx. 10 desks (customer services) ○ Staff workspaces approx. 10 desks (other council services) 	

Space	Priorities	Not a priority
	<ul style="list-style-type: none"> ○ Meeting Rooms ○ Council chambers ○ Civil Defence – EOC ○ Workspaces for all Council staff (<i>could do</i>) ○ I-site (<i>could do</i>) 	

OPTIONS FOR ASSESSMENT FOR THE LTP 2024-34

To meet the legal requirements for LTP consultation (S82A and S93C LGA) Council must include the analysis of a preferred option and reasonably practicable alternatives in the LTP Consultation Document.

Staff originally considered five high-level options to progress the project, noting that any option that to build a facility will need to have a reduced scope, compared to the civic facility project that was costed in the 2021-31 LTP, to ensure project affordability:

Option 1 - Do the minimum required and close the Civic Facility Project

Option 2 - Refurbish and upgrade the existing library and extend that to include the archives and an information hub, demolish the existing town hall and build a new performance space on the town hall site, refurbish the municipal and civil defence buildings (end use to be confirmed)

Option 3 - Refurbish the municipal and civil defence buildings and extend to include the library and archives and demolish the existing Town Hall building and build a new performance space

Option 4 - Demolish the Town Hall, municipal and civil defence buildings, build a new multi-purpose civic facility as outlined in the 2021-31 LTP (with reduced scope) on the existing Town Hall site.

Option 5 - Explore options for an alternative site on council owned land, build a new multi-purpose civic facility as outlined in the 2021-31 LTP (with reduced scope) and demolish the existing town hall, strengthen the municipal and civil defence buildings (end use to be confirmed)

Council previously directed officers to proceed with Options 1 and 2 for further analysis and costing, approving the establishment of a Project Advisory Group to support this process. These options were selected as they offered the lowest cost option and the option that best aligned with community feedback received as part of the 2023/24 Annual Plan consultation process, particularly focusing on a library and archives on the library site and the Town Hall on its existing site. The options outlined below do not reflect any of these discounted options.

Since this decision, further work has been completed to look at the viability of options 1 and 2 to further refine these options for LTP consultation. This work has focused on splitting the larger Civic Facility project into three distinct projects (Library/Archives, Town Hall/Performance Space, Municipal Building/Council Services). This has allowed for more detailed consideration of all

options available for each space and what the impact of this may be. The following options are discussed further below:

Options A, B, C – Library / Archives

Options D, E, F, G – Town Hall / Municipal Building

Library/Archives

For the Library/ Archives space, options have been identified as below:

- Do nothing
- Undertake basic improvements
- Upgrade and expand library (including archives)

	Option A	Option B	Option C
Description	Do nothing	Basic improvements (<i>replace roof, lighting and HVAC system, improve accessibility to front entrance, some structural improvements</i>)	Upgrade and expand library (including archives)
Impact	<ul style="list-style-type: none"> No improvements made to library Deferred maintenance not remedied as part of project Archives to remain in leased building with no long term arrangement for future accommodation 	<ul style="list-style-type: none"> Deferred maintenance addressed Some structural improvements made Limited change to existing space Archives to remain in leased building with no long term arrangement for accommodation 	<ul style="list-style-type: none"> Basic and deferred maintenance addressed Library spaces expanded to provide additional room for programmes etc. Archives moved to library site with permanent location Other building improvements to ensure longevity of building i.e. windows replaced
Costs implication	<p>No capital costs as part of project</p> <p>Ongoing cost of leasing archives space</p>	<p>Lower capital costs (TBC)</p> <p>Ongoing cost of leasing archives space</p>	<p>Higher capital costs (TBC)</p> <p>Likely higher operational costs (debt servicing, LoS, building operation)</p> <p>No ongoing lease costs for archives</p>
Pros	<ul style="list-style-type: none"> Lowest cost option No impact to current operating of library 	<ul style="list-style-type: none"> Addresses immediate maintenance issues Lower cost than full upgrade Minimal impact to current operating of library 	<ul style="list-style-type: none"> Addresses immediate issues of building Provides a permanent location for archives in a custom space Provides additional space for library programmes, events and activities (currently constrained) Meets full brief of 'purpose and function' Opportunity to create a more welcoming and useable space in the community Library will be more accessible for staff and members of community Enables staff efficiencies by co-locating archives and library

	Option A	Option B	Option C
Cons	<ul style="list-style-type: none"> Concerns regarding the library building are not addressed No permanent location for archives Does not meet full brief of 'purpose and function' 	<ul style="list-style-type: none"> Archives is not provided with a permanent location Does not meet full brief of 'purpose and function' 	<ul style="list-style-type: none"> Highest cost option Largest impact on operation of library during construction period Loss of carpark behind library building

Town Hall/ Municipal Building

Option 2 of the original agreed options focussed on upgrading the Municipal Building, demolishing the existing Town Hall, and rebuilding a new performance venue in its place. Development of this option with the PAG and investigations into the site have resulted in the following key findings.

Option D is the minimum option – demolish the Town Hall and Municipal Building. This is the lowest cost option possible.

Options E and F are the build options for building a new Town Hall/performance space and either refurbishing the Municipal Building (Option E) or building new municipal buildings (Option F).

Demolition of the existing Town Hall has been assumed for all build options. This is based on a structural assessment of 2016 that states the works to improve the hall are substantial and appear to be of a scope similar to constructing a new hall structure. The current scope of a Town Hall/performance space is not the same as a like-for-like town hall replacement, and these requirements could not be supported in the existing Town Hall footprint.

Structural assessment has been undertaken to better understand the physical connection between the existing Town Hall and the Municipal Building. The Town Hall is structurally connected to the Municipal building in multiple locations and consideration must be given to how these could be disconnected without compromising the Municipal building. In particular the southern wall of the Town Hall is integrally structurally linked to the Municipal Building (entrance/ foyer). Any demolition of the Town Hall risks the structural integrity of the floor, roof of this foyer space and requires further investigation to better understand what will be required to ensure the Municipal Building is not made weaker through this work. This will include further structural assessment and demolition advice.

There are significant risks associated with improving the existing Municipal Building. Any costs gathered for this work will be based on available drawings, but considering the age and nature of construction of the era in which it was built (and upgraded), it is possible that conditions may be different when works begin. This will likely result in cost and time escalations to complete this work. In addition, significant engineering assessment (and costs) is required to investigate the work needed to upgrade the building, with potentially little benefit.

Staff have also considered the potential costs of upgrading or building a new Municipal Building to meet Council needs vs. utilising and expanding the existing premises at Waiata House. The latter is likely to be at a lower cost (expansion of a fit for purpose building vs. building a new building for the same purpose or extensively renovating the existing municipal building) and better meet the needs of Council (co-locate staff from Waiata House and Queen Steet) and provide Council Chambers and requirements of Civil Defence.

In a meeting of the PAG on 15 November 2023, members indicated a preference to change the scope of the Town Hall/ Performance space from a 500 seat venue to a 700 seat venue. This was based on a desire to ensure that the building was fit for future generations and could continue to support a larger population base and expanding requirements of the events industry. This change in scope will add to the cost to build the facility and will likely impact ongoing operational costs. In addition, Demand Analysis has not been completed to understand the current need and potential use for a venue of this size.

Bulk and massing drawings from Silverwood Architects indicate that options E and F would require a significant expansion of the space required of the Municipal building and Town Hall/Performance

space (based on current requirements) and would take up a large proportion of 64 Chapel Street and the carparking area next to Waiata House.

Silverwood Architects have developed an additional option (Option G) that aims to reduce the above risks, while making the best use of existing Council facilities. This option involves demolishing the existing municipal building and town hall), building a new performance venue in its place and expanding Waiata House to meet council needs.

The revised options for the Town Hall/ Municipal Building are outlined below:

Minimum option:

D. Demolish the existing Town Hall and Municipal Building

For the Town Hall and Municipal Building this means potential build options are:

E. Demolish the existing Town hall, **refurbish** the Municipal Building, and build a new Town Hall/ performance space on the same site.

F. Demolish the existing Town hall, and Municipal Buildings, and build a **new** Town Hall/performance space and municipal buildings on the same site.

G. Demolish the existing Town Hall and Municipal Buildings, build new Town Hall/performance space on the same site and **expand Waiata House** to meet the Municipal Building's function.

All build options could support the retention of the existing Municipal Building Façade on the corner of Perry and Chapel Street. This component will be costed as part of the option costing.

A more detailed analysis of these options is outlined on the next page

THE FAÇADE COULD BE RETAINED FOR OPTIONS E, F AND G				
	Option D (minimum)	Option E (originally Option 2)	Option F (NEW)	Option G (NEW)
Description	Demolish Town Hall and Municipal Building	Demolish Town Hall and build new Town Hall/performance space, refurbish the Municipal Buildings	Demolish Town Hall, and Municipal Buildings, build a new Town Hall/performance space, build new municipal buildings	Demolish Town Hall and Municipal Buildings, build new Town Hall/performance space and expand Waiata House to meet the Municipal Building's function.
Impact	<ul style="list-style-type: none"> Town Hall and Municipal Building demolished Issue of remediating structural issues by 2026 addressed Façade would not be retained 	<ul style="list-style-type: none"> New performance space built on existing site Municipal Building refurbished for use by Council staff or to lease Earthquake strengthening complete 	<ul style="list-style-type: none"> New performance space built on existing site Municipal Building demolished New building built for use by Council staff or to lease. Structural issues addressed 	<ul style="list-style-type: none"> New performance space built on existing site Municipal Building demolished Waiata House upgraded/expanded to house all Council staff, council chambers etc.
Costs implication	Costs to be confirmed though option development Ongoing lease costs for Queen Street	Costs to be confirmed though option development Waiata House could be sold to contribute costs to project	Costs to be confirmed though option development Waiata House could be sold to contribute costs to project	Costs to be confirmed though option development

THE FAÇADE COULD BE RETAINED FOR OPTIONS E, F AND G				
	Option D (minimum)	Option E (originally Option 2)	Option F (NEW)	Option G (NEW)
Pros	<ul style="list-style-type: none"> • Lowest cost option • Seismic issues no longer a concern 	<ul style="list-style-type: none"> • Meets brief for function and purpose • Seismic issues addressed • Provides Town Hall/Performance space • May allow for co-location of Council staff 	<ul style="list-style-type: none"> • Meets brief for function and purpose • Seismic issues addressed • Allows for modern fit-for-purpose council building • Provides Town Hall/Performance space • Allows for co-location of council staff (lease not required) 	<ul style="list-style-type: none"> • Meets brief for function and purpose • Likely lower costs associated with accomodating council staff (Waiata is a fit-for-purpose space) • Seismic issues addressed • Allows for co-location of council staff (lease not required)
Cons	<ul style="list-style-type: none"> • Does not meet brief of ‘function and purpose’ • Potential reputational damage • Ongoing lease costs for Queen Street • Façade is listed within the MDC District Plan as having heritage value 	<ul style="list-style-type: none"> • Risk of upgrading an older building with seismic issues (cost and time escalation) • Decoupling Town Hall from Municipal Building extremely complex and likely costly • Municipal Building structure not conducive to modern office space • Municipal Building replacement costs high (recreating council needs 	<ul style="list-style-type: none"> • Municipal Building replacement costs high (recreating council needs currently offered by Waiata House) – could be offset by sale of Waiata House. • Community may not support demolishing Municipal Buildings. • Municipal Building requirements do not fit on the existing footprint and further expansion would likely be required, in combination with the Town 	<ul style="list-style-type: none"> • Parking space on site will be impacted • Community may not support demolishing Municipal Buildings • Not having Council staff in the building could lead to it being empty and unused for periods.

THE FAÇADE COULD BE RETAINED FOR OPTIONS E, F AND G				
	Option D (minimum)	Option E (originally Option 2)	Option F (NEW)	Option G (NEW)
		<p>currently offered by Waiata House).</p> <ul style="list-style-type: none"> • Municipal Building requirements do not fit on the existing site and further expansion would likely be required, in combination with the Town Hall this would take up a significant portion of the site and parking space on site will be impacted. 	<p>Hall this would take up a significant portion of the site and parking space on site will be impacted.</p>	

Summary

For the Library / Archives,

- **Option A** is the minimum – do nothing option. This would not remediate any of the issues identified which would likely need to be addressed outside of the project to ensure the ongoing longer-term operation of the facility.
- **Options B and C** offer medium and longer term solutions to the problems faced by the existing spaces.

For the Town Hall/ Municipal Building, four options have been outlined:

- **Option D** best meets affordability considerations as it is the lowest cost option considered and would have the lowest ongoing financial impact. However, this option may lack community support given the exterior of the building is classed as having ‘Heritage value’ as part of the District Plan and there is strong public sentiment towards the façade of the building.
- **Options E and F** make use of the existing site occupied by the Town Hall and Municipal Building. Both options have considerable cost implications to deliver council services, but could be somewhat offset by a reduction in annual lease of Queen Street and the potential sale of Waiata House. The current requirements for the Municipal Building are over and above the existing footprint of this site and expansion would be required for both options beyond the current space if the whole of Council is to occupy them:
 - Option E would require extensive renovation of the Municipal Building, introducing significant risk to the budget and build process in order to retain it. This option will require significant, costly and time consuming investigation to understand all risks and costs associated with this work.
 - Option F would provide a new build to meet the needs of Council (co-locating all services) in a new fit-for-purpose building on the site of the current Municipal Building
- **Option G** makes the best use of existing Council facilities and allows the project to be split into three distinct projects, which could be staged as appropriate.

Recommendation

The Project Advisory Group has carefully considered each option along with the cost and time implications of developing the options for LTP consultation. It has recommended:

- **Library/ Archives** - Options A, B and C are taken forward for costing for LTP
- **Town Hall/ Municipal Building** - Options D and G are taken forward for costing for LTP. This would discount any options to upgrade or replace the Municipal Building for future use. However, the façade could be retained.

Option assessment will continue to focus on confirming the full shape and scope of each of these options working with experts in relevant fields; the associated risks, implications and costs. This

will ensure Council meets the legal requirements for LTP consultation and enable the community to provide their feedback from a fully informed position. Whatever options are taken forward will require cost validation and may result in further refinement of the scope to ensure affordability.

OPTIONS CONSIDERED

Options to Assess for the 2024-34 LTP

A summary of the options considered in relation to options to be assessed for the LTP 2024-34 is included in the table below.

Option	Advantages	Disadvantages
<p>A Recommended – That Council agrees to proceed with the recommended options for the library – A, B, C</p> <p>That Council agrees to proceed with the recommended options for the town hall/ municipal building D and G.</p>	<ul style="list-style-type: none"> Provides clear direction for the project to continue Selecting the best options to take forward will enable adequate assessment of those options to meet legal requirements for the LTP within the deadline required; and will be more cost effective. Taking forward the best options will limit confusion by the community when considering those options. The recommended options include a minimum (lowest cost option) and alternatives to give the community meaningful options to consider. 	<ul style="list-style-type: none"> Requires the demolition of the existing municipal building although the facade could be retained.
<p>B Alternative – Council selects additional or alternative options outlined in the report for assessment.</p>	<ul style="list-style-type: none"> All options costed and explored to give more option to the community 	<ul style="list-style-type: none"> Assessing more options will take more time and present a risk of not having the option assessments completed in time for the 2024-34 LTP. Assessing more options would cost more. Adding additional options may add confusion

RECOMMENDED OPTION

The recommended option ensures that Council can take forward the best options for costing for the LTP 2024-34 consultation.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

A Civic Facility is a key strategic project for the Council and aligns with Council's aspirations for the social, cultural and economic wellbeing of the community. There is high community interest in the project. The decision-making process, community consultation, planning and budget setting are governed by the Local Government Act 2002 (LGA). Council's Procurement Policy applies to all procurement activities relating to the project, including the design and build of the Civic Facility. Following complaints earlier in the process there is likely to be a high level of scrutiny of the project by the community, the Office of the Ombudsman and the Office of the Auditor-General.

Section 79 sets out the extent to which councils must comply with decision-making requirements in any particular set of circumstances. The degree of compliance required is essentially in proportion to the importance of the decision being made.

Given the significance and history of this project, which has at times has been divisive, a high level of compliance with Section 76-81 of the LGA will be expected.

Anything that falls short of the LGA decision making, consultation or Long-Term Plan requirements would put Council at risk. The consequences could extend from damaging relationships with our community and mana whenua to further OAG/Ombudsman reviews to the appointment of Commissioners, depending on the extent of deviation.

Significance, Engagement and Consultation

The construction of new civic facilities is a significant decision as it would result in new strategic assets for Council, and for the reasons noted in the body of this report.

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 Council's reputation.

Council utilised the 2023/24 Annual Plan consultation process to seek feedback from the community to inform the development of options for a Civic Facility with a reduced scope. Any decision to change the scope of what is included in the 2021-31 LTP would be considered a significant and/or material change from what was planned and is also assessed as a significant decision.

A final decision on the Civic Facility project will be made as part of the 2024-34 LTP.

Financial Considerations

Financial considerations associated with the assessment of options for consultation as part of the 2024-34 LTP include officer time and costs associated with the assessment of options and with the

Project Advisory Group, \$300,000 has been budgeted in this financial year (2023/2024) to progress the project. The work required to progress limited options for LTP consultation is expected to cost between \$146- \$176K dependent on the number of workshops, analysis and external input required. Wherever possible, costs will be reduced to ensure that these are kept as low as possible.

Implications for Māori

Embracing our Māori culture and multi-cultural community is an objective for the Civic Facility project. Council and the Civic Facility Project Advisory Group benefit from mana whenua membership and guidance. While this decision does not give rise to or affect Treaty/Tiriti obligations, the Local Government Act 2002 has specific requirements to ensure the views of Māori are considered as part of Council decision making. Development of a cultural narrative for civic facilities should be led by Iwi, supported by Council. Its application to this project can be further developed when the project scope has been agreed.

Communications/Engagement Plan

A communications plan has been developed for the Civic Facility project. At this stage in the project the primary communication vehicles will be via the 2024-34 LTP consultation process.

Environmental/Climate Change Impact and Considerations

One of the objectives for a new Civic Facility is that it “utilises Green Building design concepts for efficiency and environmental benefit” and this featured in the ‘top 5’ for submitters who provided feedback via the 2023/24 Annual Plan process. 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.

NEXT STEPS

If the recommendations in this report are approved, officers will proceed with developing and assessing the options recommended for the LTP process.

ATTACHMENTS

Nil

7.2 REVIEW OF THE SIGNIFICANCE AND ENGAGEMENT POLICY

File Number:

Author: Matt Steele, Senior Policy Advisor

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to seek Council's agreement to confirm without amendment the Significance and Engagement Policy (Attachment 1).

RECOMMENDATIONS

That Council

1. Notes that a substantive review of the Significance and Engagement Policy was undertaken in 2020/21;
2. Notes that the 2023 review has not identified any issues or drivers for further changes to the policy; and
3. Agrees to confirm without amendment the Significance and Engagement Policy (Attachment 1).

CONTEXT

Under section 76AA of the Local Government Act (LGA), Councils are required to maintain a policy on significance and engagement. The policy details how Masterton District Council (MDC) determines the importance (significance) of an issue, proposal or decision, and how MDC goes about engaging the community as part of decision-making.

The policy applies to all MDC decisions and activities. It is guided by the following principles:

- engagement with Māori is based on the commitment to establish relationships that go beyond legislative commitments;
- MDC will use a consistent approach to establish the significance of a matter requiring a decision;
- how MDC engages, and the extent that MDC engages on matters, will be tailored to reflect the level of significance;
- the community will be able to easily understand the different ways MDC will seek to engage them on matters;
- engagement is proactive, inclusive, accessible, a two-way dialogue, and people are aware of and understand the final decisions taken; and
- elected members are well informed, aware of and take into account the community's views. Decision-making and engagement processes are clear and transparent.

When amending the Significance and Engagement Policy, Council is required to consult in accordance with section 82 of the LGA unless it considers on reasonable grounds that it has

sufficient information about community interests and preferences to enable the purpose of the Significance and Engagement Policy to be achieved.

REVIEW PROCESS

MDC has committed to reviewing the Significance and Engagement Policy every three years, as part of the Long-Term Plan process. The review was completed in November 2023. As part of the review process, staff involved in community engagement and consultation provided input/feedback; and desktop research was undertaken to compare MDC's policy with other local government significance and engagement policies. The policy was also checked against relevant legislation and central government guidance.

As part of the 2021-31 Long-Term Plan process, a detailed review was completed and community consultation was undertaken. The 2023 review has not identified any issues or further drivers for change. The scan across other councils showed that MDC's policy is in line with others, particularly around level of detail and engagement with Māori.

Given no issues or drivers for change have been identified, it is recommended Council confirm without amendment the current policy. We will schedule the policy for review again in three years, noting that can be brought forward if a reason for change is identified sooner.

RECOMMENDED OPTION

Given that no issues or drivers for change have been identified, it is recommended that Council confirm the Significance and Engagement Policy without amendment. The current policy is in line with other councils, and relevant legislation, and no further work has been undertaken.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The Significance and Engagement Policy meets the requirements of section 76AA of the Local Government Act 2002 (LGA).

Significance, Engagement and Consultation

As there are no proposed amendments to the policy, under section 82 of the LGA consultation is not required.

Financial Considerations

There are no financial considerations associated with re-confirming the policy.

Implications for Māori

The Significance and Engagement Policy includes a section on engagement with Māori.

Iwi, Hapū, Marae, and Hapori Māori were engaged in the 2021 review process, both at the pre-consultation and consultation stages.

Communications/Engagement Plan

There are no decisions for this report that require either a communication or engagement plan.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change impacts or considerations arising out of the report provided.

NEXT STEPS

Staff will monitor any legislative changes from the Government to ensure that the Significance and Engagement Policy remains fit for purpose.

ATTACHMENTS

1. **Significance and Engagement Policy** [↓](#) 

SIGNIFICANCE AND ENGAGEMENT POLICY 2021



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Policy Number:	MDC024
Last Adopted:	September 2017
Latest Version:	June 2021
Adopted by:	Council (2 June 2021)
Review Date:	June 2024

Policy Statement

The Masterton District Council (the Council) is committed to the local community being involved in making decisions about things that affect their lives. To do this, we aim to genuinely engage the community in a way that reflects the importance of issues, proposals or decisions being considered.

Purpose

Under the Local Government Act 2002 (LGA), Council is required to develop a policy on significance and engagement. That is, how we determine the importance (significance) of an issue, proposal or decision, and how we go about engaging the community as part of decision-making.

Scope

This policy applies to all Council decisions and activities.

Principles

This policy is guided by the following principles:

- Engagement with Māori is based on the commitment to establish relationships that go beyond legislative commitments.
- The Council will use a consistent approach to establish the significance of a matter requiring a decision.
- How we engage, and the extent that we engage on matters, will be tailored to reflect the level of significance.
- Our community will be able to easily understand the different ways we, as Council, will seek to engage them on matters.
- Engagement is proactive, inclusive, accessible, a two-way dialogue, and people are aware of and understand the final decisions taken.
- Our decision-makers are well informed, aware of and take into account the community's views.
- Decision-making and engagement processes are clear and transparent.

Engaging with Māori

Engagement with Māori will be guided by an Iwi, Hapū, Marae, Hapori Māori Engagement Framework, being co-designed by Council and Mana Whenua. The framework will take into account any co-governance or co-management arrangements established by legislation (including Treaty of Waitangi claim settlement legislation) and/or the relationship of Māori and their culture and traditions with their ancestral land, water, sites, wāhi tapu, valued flora and fauna, and other taonga.

How we determine significance and level of engagement

We will follow a three-step process to determine the significance of a matter under consideration, and how we will engage on that matter, including the extent of the engagement:

1.	Determine significance	We will use agreed criteria to decide if a matter is of higher or lower significance.
2.	Link level of significance to level of engagement	The level of significance will link to a corresponding level of engagement to be undertaken ¹ .
3.	Deciding how we will engage	Different methods may be used for different levels of engagement ² .

1. Determine Significance

We will assess the importance of (therefore, the significance of) an issue, proposal or decision by considering how much it could impact people, either people expected to be most affected, or those that have an interest in the matter. We will also consider whether there is any impact on our ability to perform our role, or the costs involved in us performing our role.

The greater the impact, the more significant the issue, proposal or decision will be. We will think about the following things when determining the significance of an issue, proposal or decision:

- number of people affected and/or with an interest,
- level of impact on those people affected,
- level of community interest already apparent for the issue, proposal or decision; or the potential to generate community interest,
- level of impact on Māori, Māori culture and traditions,
- likely impact and consequences on the current and future social, economic, environmental, or cultural well-being of the district or region,
- possible costs/risks to the Council, ratepayers and wider community of carrying out the decision,
- possible benefits/opportunities to the Council, ratepayers and wider community of carrying out the decision,
- level of impact on the capacity of the Council to carry out its role and functions,
- whether the impact of a decision can be easily reversed,
- whether the ownership or function of a strategic asset(s) is affected.

2. Link the level of significance to level of engagement

The significance of the issue, proposal or decision will influence how, and to what extent, we engage the Masterton community. That includes how much time, money and effort we will invest in exploring and evaluating options and seeking thoughts and feedback. An important part of this process is ensuring the costs of engagement are appropriate for the level of significance of an issue/matter.

We will think about the best ways to engage people in the conversation, relevant to the issue under consideration, while also considering the extent that community engagement is able to influence the

¹ For example, a highly significant issue will prompt more engagement, while a matter of low significance may prompt limited, or targeted engagement.

² For example, for a limited or targeted engagement, advertising and website updates may be used. Meanwhile, a more extensive engagement may include mailbox drops, face to face community meetings, and/or Council stalls at community events.

decision - therefore the value of investing in engagement (e.g. if there is only one or very limited viable options such as a specific change required by new legislation).

We use the International Association of Public Participation engagement spectrum (**Appendix One**) to help guide the extent of engagement, and the best ways to engage. Typically, the more significant an issue, the higher the level of engagement, as outlined from left to right in the IAP2 spectrum. This is a baseline, and there will be times when we decide to engage with our community at a higher level, even if not indicated by this policy.

3. Deciding how we will engage

There are different ways that we can engage our community. Once we know how significant an issue is, and the extent that our community should be engaged, we will consider the ways that we might do this.

We will build on existing relationships and networks with people and communities and look to extend the range of parties involved in the community engagement as appropriate.

Differing levels and forms of engagement may be needed during the varying phases of consideration and decision-making on an issue or proposal, and for different community groups or stakeholders. Throughout the process, we will review whether the way we're seeking to engage the community is still effective, or whether other methods might work better.

As a general rule, an issue that is determined to be of lower significance will have a less intensive method of community engagement. This might be because it only relates to a small subsection of the community or is at the more operational end of the Council's activities. However, even for these less significant items the Council may still choose to engage widely, or over a longer time via several different engagement methods.

In every case, we will work to ensure the community is sufficiently informed to understand the issue(s) or proposal, options and impacts and has time to respond, so they are able to participate in engagement processes with confidence.

A more detailed explanation of the engagement matrix is provided in **Appendix Two** as well as some examples of how we have applied this policy previously in **Appendix Four**.

Urgency and Confidentiality

Sometimes the nature and circumstances of a decision could mean that we can't seek community feedback before making a decision. It could be that we need to act quickly, or there are commercial sensitivities involved.

The health and safety of people or the immediate need to protect property are reasons for making urgent decisions, as well as to avoid missing out opportunities that may help us achieve our strategic objectives.

Confidential decision-making may be required when engagement is likely to considerably increase the cost of a commercial transaction to the Council.

In these situations, we will either not engage at all, or we may tailor engagement to suit the circumstances.

Strategic Assets

An important objective of the Council is to achieve or promote outcomes that are important to the current or future well-being of our community. Achieving these outcomes may require the Council to hold assets that are needed to maintain roads, water, wastewater and stormwater collection. It may also include reserves and other recreational facilities and community amenities, and assets needed for libraries, archives – for example, a book in the library is not a strategic asset, but an historic document in the Archives may be.

Council-owned assets that allow or provide these services are considered to be of strategic value and the Council has determined they need to be retained to help meet its objective. These assets must be listed in this policy.

A decision to transfer the ownership or control of a strategic asset cannot be made unless it is explicitly provided for in the Council's Long-Term Plan (LTP) and the public is consulted through the Special Consultative Procedure (SCP).

The Council's strategic assets are set out in **Appendix Three** to this policy.

Legislative Considerations

Many of the Council's decisions are prompted or guided by particular legislation and some of the legislation will dictate the process for consultation and decision-making.³ This includes how the public should be informed, how public submissions are considered, and how decisions are made.

Even if a decision is clearly a significant one, this policy does not apply to the requirements for decision-making prescribed in any other enactments, such as the Resource Management Act 1991 and the Biosecurity Act 1993 on the following matters:

- resource consents or other permissions,
- submissions on plans,
- decisions required when following the procedures set out in Schedule 1 of the RMA,
- references to the Environment Court,
- decisions about enforcement under various legislation including bylaws (unless these are specifically included in this policy).

There are a number of decisions that can only be made if they are explicitly provided for in the Council's LTP as set out by the LGA. These are:

- to significantly alter the intended level of service provision for any significant activity undertaken by or on behalf of the Council, including a decision to commence or cease any such activity,
- to transfer the ownership or control of a strategic asset to or from the Council.

In addition, the Council is required to use the Special Consultative Procedure set out in section 83 of the LGA (with the modifications set out in section 93A) in order to adopt or amend an LTP. If the Council is carrying out consultation in relation to an amendment to its LTP at the same time as, or combined with, consultation on an Annual Plan, the Special Consultative Procedure must be used for both matters. There may be other situations where the Council deems it appropriate to use a Special Consultative Procedure.

³ Examples of such legislation are the Resource Management Act 1991, the Biosecurity Act 1993, the Civil Defence Emergency Management Act 2002, or the Land Transport Act 1998.

Definitions

TERM	MEANING
Community	A group of people living in the same place or having a particular characteristic in common. Includes interested parties, affected people and key stakeholders.
Consultation	A subset of engagement; a formal process where people can present their views to the Council on a specific decision or matter that is proposed and made public.
Decisions	Refers to all the decisions made by or on behalf of Council, including those made by delegation.
Engagement	The process of seeking information from the community to inform and assist decision-making. There is a continuum of community involvement.
Significance	The degree of importance (of the issue, proposal, decision, or matter) as assessed by the Council. This includes consideration of its likely impact on or consequences for the current and future well-being (social, economic, environmental, or cultural) of the district or region, any people or groups who are likely to be particularly affected by or interested in the matter, the capacity of the Council to perform its role, and the financial and other costs of doing so (as described by section 5 of the Local Government Act).
Significant Activity	Is an activity (or group of activities) where the annual operating expenditure for the current financial year is equal to or greater than \$5 million.
Special Consultative Procedure (SCP)	<p>Describes the minimum requirements for a formal consultation process (as per section 83 of the Local Government Act) that must be met when consulting on particular matters prescribed by legislation.</p> <p>The special consultative procedure may be supplemented by the Council, for example, by expanding the timeframes for feedback and providing multiple opportunities to seek clarification and voice feedback in person. The minimum requirements, in summarised form are:</p> <ul style="list-style-type: none"> • Councils must prepare a statement of proposal setting out the issue or decision to be made; • the community must be made aware of the issue and how they can make submissions on it; • every submitter must be given a reasonable opportunity to be heard, if requested.
Strategic Asset	An asset, or group of assets, that the Council needs to retain if it is to maintain the capacity to achieve or promote any outcome determined to be important to the current or future well-being of the community (as described by section 5 of the Local Government Act).

Related Documents

- Masterton District Council Iwi, Hapū, Marae, Hapori Māori Engagement Framework (in development)
- Masterton District Council Communications and Engagement Strategy

References


- IAP2 Spectrum of Engagement
- Local Government Act 2002

Review

This policy will be reviewed every three (3) years as part of the Long-Term Plan process.

Appendix One: IAP2 spectrum of engagement

The table below is the IAP2 public participation spectrum is a guide that can be used to define roles in engagement processes.

IAP2'S PUBLIC PARTICIPATION SPECTRUM					
The IAP2 foundation has developed the Spectrum to help groups define the public's role in any public participation process.					
The IAP2 Spectrum is quickly becoming an international standard.					
INCREASING IMPACT ON THE DECISION 					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced decision.	We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

Appendix Two: Examples of Engagement Activities

The table below includes examples of engagement activities and have been adapted based on the IAP2 spectrum of engagement.

ENGAGEMENT LEVEL	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
What does it involve?	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
Examples of the tools Council might use (NB: These tools may be applicable across many levels of engagement)	Email newsletter to local communities and networks; Information flyers to neighbourhoods; Public notices/info in Community newspapers, website	Formal submissions and hearings or the Special Consultative Procedure; Focus groups; Community meetings; Online opportunities to submit ideas/ feedback	Workshops Focus/ stakeholder groups' meetings; Public meetings; drop-in sessions; Online surveys/ forums	External working groups (involving community experts) Community Advisory Groups (involving community representatives) Forums	Binding referendum in Local body elections; Delegation of some decision-making to a community
Examples of matters	<ul style="list-style-type: none"> Annual Report Infrastructure upgrades Results of hearings 	<ul style="list-style-type: none"> Rates reviews Bylaw reviews 	<ul style="list-style-type: none"> Long-Term Plan development Infrastructure projects that impact on people 	<ul style="list-style-type: none"> Resource consents Shared services issues 	<ul style="list-style-type: none"> Local body elections Locally based policies, bylaws and initiatives
When the community is likely to be involved	Once a decision is made and is being implemented.	Once the Council has determined an initial preferred position it would endeavour to provide the community with sufficient time to participate and respond.	The community or specific communities could be engaged throughout the process, or at specific stages of the process as appropriate.	The community or specific communities will be engaged from the outset, including the development of alternatives to the identification of the preferred solution.	The community or communities will be engaged throughout the process to ensure ownership of the development of alternatives, identification of the preferred solution(s) and delegated decision-making on the preferred solution.

Appendix Three: List of Strategic Assets

The following assets held by the Masterton District Council have been identified as strategic assets if it is to maintain the capacity to achieve or promote any outcome determined to be important to the current or future well-being of the community:

- Utility Networks (as a whole)
- Urban Water Supply Network
- Wastewater Treatment and Reticulation Network
- Roading Network
- Stormwater Network
- Archives Assets
- Hood Aerodrome
- Senior Housing
- Cemeteries
- Council Reserves Network (including parks, reserves, walkways and sports fields under the Reserves Act 1977)
- Recreation Centre (including the War Memorial Stadium)
- Mawley Park Campground

Appendix four: Examples of Engagement undertaken by the Council

Examples of how the Council has applied the Significance and Engagement Policy previously:

Smokefree Policy	<ul style="list-style-type: none"> • Significant as there was likely to be community interest and would affect a particular demographic (smokers) • Low-moderate significance as community interest was expected to be minor and the policy is easily reversible • Engagement methods: informal consultation with interested community groups and food premises with outdoor dining, informing the community via our website.
Long-Term Plan 2018-28	<ul style="list-style-type: none"> • The Local Government Act 2002 requires council to consult with the community, using the Special Consultative Procedure. • Hearing and Deliberations processes held. • Engagement methods: radio and newspaper advertising, hardcopy and online submission process, website information, email promotion, pop up stalls at different locations in the district, attending meetings held by community organisations.
Senior Housing Policy	<ul style="list-style-type: none"> • Significant as it is related to a strategic asset and affects a particular demographic (seniors) • Low significance as there was no impact on the asset itself, the community impact was minor and the policy is easily reversible • Engagement methods: informal consultation with interested community groups (e.g. Age Concern), informing the community via the website.

7.3 PANAMA VACANT LAND - 2021-2031 LTP PROJECT UPDATE

File Number:

Author: Matt Steele, Senior Policy Advisor

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to: 1) provide Council with an update on the Panama Vacant Land, a 2021-31 Long-Term Plan (LTP) project; and 2) seek delegation of responsibility to progress this project to the Chief Executive.

RECOMMENDATIONS

That Council

1. notes the update on the Panama Vacant Land LTP Project; and
2. delegates responsibility to progress the project to the Chief Executive.

CONTEXT

2022 LTP Amendment

MDC has operated senior housing at Panama Village since 1966, when the land and buildings were transferred to MDC from the Wairarapa Health Board under a Council Scheme that controls the use of the land and buildings at Panama Village (which honours the intent of the original bequest from Arthur Whatman). Under the conditions of the Council Scheme MDC must provide housing at the site. High Court approval must be sought to amend the Council Scheme to sell or lease either the housing or the adjacent vacant land.

As part of the LTP 2021-31 process, MDC resolved to investigate selling the vacant land at Panama Village to someone else to provide public housing at the site. We were advised by Simpson Grierson that to sell the vacant land at Panama Village we would need to undertake an LTP amendment process and then seek approval from the High Court to amend the Council Scheme.

Work on the amendment to the LTP 2021-31 commenced in September 2021. A series of Council workshops were held to inform the development of the amendment, with discussions focused on agreeing the options for consultation, and outlining the High Court approval process.

Over March–May 2022 we undertook consultation on Council’s preferred option of selling the vacant land at Panama Village for the provision of public housing, with the proceeds of any sale to be used on supporting infrastructure and reinvested in MDC’s existing housing portfolio. This consultation included direct engagement with Panama residents, including assurances that the proposal was only for the vacant land and not the existing housing.

Through the deliberations, Council agreed to amend the LTP 2021-31 to give effect to the preferred option, to sell the vacant land.

In June 2022 MDC adopted the amended LTP 2021-31. Following adoption officers commenced work with Simpson Grierson on the High Court application to enable the sale.

High Court Application Process

The draft High Court application is currently under final review by Crown Law. The purpose of Crown Law reviewing the application is to identify any issues the Crown may have with the application before submitting to the High Court. The process has taken longer than expected due to resource availability issues at Crown Law.

Through the review process, Crown Law provided specific feedback on the proposed allocation of proceeds from the sale, and the investigation of the potentially leasing the land instead of selling the land. Based on this feedback the following changes have been made to the application:

- The application indicates the Council is open to exploring the potential leasing of the vacant land, however it still states that the preference is for a sale. This is in line with the feedback received from the community as part of the LTP amendment process, and Council decisions.
- The application now tiers the proposed approach for spending any proceeds from the sale or lease of the land, to ensure alignment with the Whatman bequest. The tiers are:
 1. Proceeds will initially be directed to infrastructure to support the development of the land. This is stormwater infrastructure and roading improvements in the surrounding area.
 2. Any balance should be directed to improvements and maintenance for the existing housing at Panama Village.
 3. If there are any remaining funds, it can be spent on improvements and maintenance on the rest of the Council's housing stock.

Once we have received final feedback from Crown Law, the High Court Application will be able to be filed at the High Court.

As part of the process for filing the application, the Chief Executive is required to provide an affidavit. in support of the application. It is expected that we will be in a position to do this early in the New Year (on the assumption there are no further issues identified).

As per commitments made during the LTP amendment process, the residents of Panama Village will be advised ahead of the High Court Application being filed.

Delegation of responsibility to the Chief Executive

To support the application process, Simpson Grierson have advised that responsibility for progressing the application should be delegated to the Chief Executive. Delegating responsibility to the Chief Executive will allow him to progress the application and ensure that any questions or issues raised by the High Court can be responded to in a timely manner. As noted, the Chief Executive will provide an affidavit to the High Court.

It is important to note that Council direction would be sought for any issues or decisions that materially impact the application, should any arise outside of the anticipated process. Council will also be kept up to date on the progress of the application.

SUMMARY

In summary, the decision required in this report is the delegation of responsibility for progressing the High Court Application to the Chief Executive. As noted, this delegation is being sought on the basis of advice from Simpson Grierson to enable the Chief Executive to progress the application and ensure that any questions or issues raised by the High Court can be responded to in a timely manner. As set out in this report, any issues or decisions that materially impact the application outside of the anticipated process will be reported to Council for direction. Council will also be kept up to date with the progress of the application.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
1 Recommended Option: Council delegates responsibility to progress the High Court Application to the Chief Executive.	<ul style="list-style-type: none"> - Aligns with legal advice received by MDC. - Ensures issues raised by the High Court can be responded to in a timely manner. 	<ul style="list-style-type: none"> - No disadvantages identified.
2 Alternative Option: Council does not delegate responsibility to progress the High Court Application to the Chief Executive	<ul style="list-style-type: none"> - No advantages identified. 	<ul style="list-style-type: none"> - Does not align with legal advice received by MDC. - May slow down application process if issues arise.

RECOMMENDED OPTION

Option 1 is recommended. This would be in line with the advice received from Simpson Grierson.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The project to progress more housing on the vacant land at Panama Village aligns with the key priorities adopted by Council as part of the Long-Term Plan 2021-31.

Under Section 53 of the Charitable Trusts Act 1957, Masterton District Council must apply to the High Court to make any amendments to the existing Council Scheme in place for both Panama Village and the vacant land.

Legal advice received is that Council should delegate responsibility for the High Court Application to the Chief Executive.

Significance, Engagement and Consultation

Council undertook a full consultation process as part of the Long-Term Plan Amendment process. As the recommendation in this report implements the decision reflected in the LTP Amendment, no further consultation is necessary.

Financial Considerations

There are no funding implications for the recommended option in this report.

Implications for Māori

There are no implications for Māori associated with the content of this report.

Council communicated with the four iwi entities inviting them to submit and meet with Council to discuss the Long-Term Plan amendment proposals.

Progressing more housing on the vacant land at Panama Village presents opportunities for who Council chooses to sell or lease the land to, including iwi.

Communications/Engagement Plan

No communications plan is required for the content of this report.

Environmental/Climate Change Impact and Considerations

There are no environmental impacts from this decision.

Any housing development can have both environmental and climate change impacts. Those involved in housing developments can reduce carbon emissions by choosing low carbon building materials, higher building standards and making more energy efficient choices. If a housing development proceeds on the vacant land at Panama Village, there will be opportunities to negotiate with a funder/s and builder/s to mitigate impacts by nature-based infrastructure and sustainable planning.

NEXT STEPS

If Council agree to the recommended option the High Court Application will be progressed.

ATTACHMENTS

Nil

7.4 AMENDMENTS TO THE WAIRARAPA CONSOLIDATED BYLAW 2019, PART 10: TRAFFIC BYLAW SCHEDULES

File Number:

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Authoriser: Kym Fell, Chief Executive

PURPOSE

This report seeks Council adoption of amendments to the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules.

RECOMMENDATIONS

That Council:

1. **Notes** that the Wairarapa Consolidated Bylaw 2019, Part 10: Traffic Bylaw Schedules still refers to the off-street carpark at 70 Dixon Street as Dixon Street (Warehouse Carpark);
2. **Agrees** to replacing all references to Dixon Street (Warehouse Carpark) with 70 Dixon Street;
3. **Notes** that on 14 September 2022 Council agreed to designate six car parks in the parking area at 70 Dixon Street, Masterton, as an electric vehicle charging area (provided by Meridian Energy);
4. **Notes** that the construction of the electric vehicle charging facilities has been completed, and they are now operational;
5. **Agrees** to amend the Wairarapa Consolidated Bylaw 2019, Part 10: Traffic Bylaw Schedules by adding the electric vehicle charging area to Schedule 2P: Electric Vehicle Charging Areas;
6. **Notes** that issues with visibility for the courtesy crossing have been identified with the parking space directly outside 27 Lincoln Road (Waiata House) on the eastern side of the courtesy crossing;
7. **Notes** that issues with visibility for people using the Abbeyfield House for Elderly People driveway on Church Street have been identified from the on-street parking spaces directly to the east of the driveway;
8. **Agrees** to amend Schedule 2F1: No Stopping Areas to extend the existing no stopping zone on the southern side of Lincoln Road for a distance of seven metres, and to include a new no stopping area outside Abbeyfield Masterton;
9. **Notes** that the mobility parking space in the Municipal building carpark has been moved to the closest parking space to the Waiata House entrance;
10. **Agrees** to amend Schedule 2G: Mobility Parking Spaces to reflect the move of the mobility parking space in the Municipal building carpark to the closest parking space to the Waiata House entrance; **and**
11. **Notes** that the bylaw amendments will be notified via the Council website, in print, and on social media.

CONTEXT

Wairarapa Consolidated Bylaw, Part 10: Traffic

The three Wairarapa District Councils have a consolidated bylaw including Part 10: Traffic. This sets the requirements for parking and control of vehicular or other traffic on any road in the Masterton, Carterton and South Wairarapa districts, including state highways located within the urban boundaries.

Under clause 21 of Part 10: Traffic, each of the councils are responsible for maintaining schedules of traffic control measures in their respective districts. The Council has the power to amend this bylaw schedule by resolution publicly notified under clause 20.

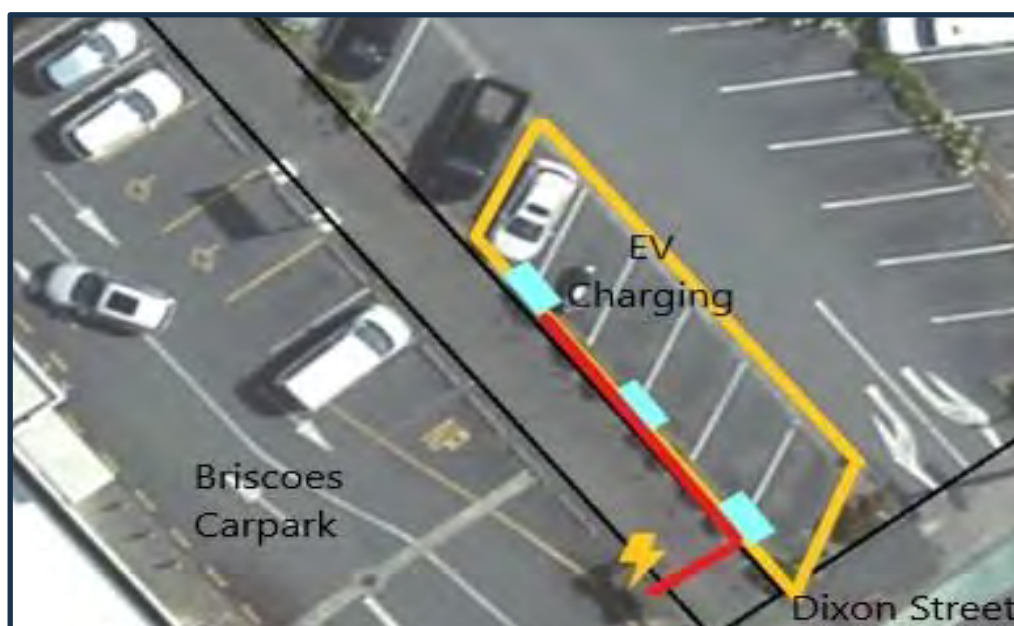
ANALYSIS AND ADVICE

70 Dixon Street carpark

In the bylaw, the off-street carpark at 70 Dixon Street is still referred to as Dixon Street (Warehouse Carpark). As the Warehouse has moved to a different location, it is proposed that references to this carpark are updated to 70 Dixon Street throughout. As this is purely a change of description, engagement is not considered necessary.

70 Dixon Street electric vehicle charging area

On 14 September 2022 Council agreed to designate six (6) parking spaces in the parking area at 70 Dixon Street, Masterton, (situated in Part Lot 2 DP 9885 as identified in the image below) as electric vehicle charging areas.



Meridian Energy operate the electric vehicle chargers, as part of their nationwide roll-out of charging facilities. There are three dual port electric vehicle chargers on the site, capable of charging six vehicles simultaneously. Meridian has a licence to occupy these six spaces (indefinitely), in agreement with Council. Meridian have completed the install of the electrical vehicle chargers at the site, and the chargers are fully operational.

It is proposed that the bylaw be amended to add the electric vehicle charging areas. Including the electric vehicle charging area in the schedule also allows enforcement action to be taken when non-electric vehicles occupy the parks designated for electric vehicle charging.

Given the large number of public off-street parking spaces in the area (93 remaining at 70 Dixon Street), and the nearby underground parking facility, the potential impact on nearby businesses and organisations is low, and engagement was not considered necessary.

27 Lincoln Road – extension of no stopping area

Currently, there are two parking spaces situated outside 27 Lincoln Road (Waiata House). These parking spaces are either side of the build-outs that form part of the courtesy crossing between Waiata House and Vet Services on the opposite side of the road. MDC has received a request from the community for the parking space on the eastern side of the courtesy crossing to be removed due to safety concerns.

The parking space currently restricts visibility issues for users of the courtesy crossing when looking for traffic approaching from the Chapel Street end of Lincoln Road. This is a particular challenge for children, wheelchair and mobility scooter users who struggle to see over the top of vehicles. It also restricts visibility for people exiting the Municipal Building car park.

To address the issues raised above, it is proposed that the no-stopping area already in place from the corner of Lincoln Road and Chapel Street is extended by seven metres to include the parking space. The parking space to be removed is highlighted below. Once removed, the broken yellow lines will be extended through to the courtesy crossing.



The extension of this no stopping zone will lead to the removal of one parking space, directly outside Waiata House. Officers do not consider this change as significant due to the ready availability of on-street parking on both sides of the road, as well as the customer parking in the Municipal Building carpark. The business opposite Waiata House, Vet Services Wairarapa, has existing off-street parking for customers.

Abbeyfield House for Elderly People driveway – 39 Church Street

Currently, there are two parking spaces situated east of the Abbeyfield House for Elderly people driveway, on the northern side of Church Street. These parking spaces sit between Abbeyfield and St Matthews Anglican Church. Council officers have been contacted by the residents of Abbeyfield,

expressing their concerns about the parking spaces limiting visibility for vehicles exiting the driveway.

Given the proximity of the parking spaces to the driveway, large vehicles and cars parking right at the front of the parking box do restrict vision for drivers exiting the driveway, many of whom are older drivers.

To address this issue, it is proposed that a no stopping area is created on Church Street between the Abbeyfield driveway and the entrance to St Matthews Anglican Church, removing two on-street parking spaces. This area of the proposed change is illustrated below.



The creation of this no stopping area, will lead to the removal of two parking spaces, as illustrated above. Officers do not consider this change as significant due to the ready availability of on-street parking on both sides of the road. St Matthews Anglican Church have confirmed that they have no objections to the change, with there being plenty of on-street parking available at the church. Council officers have also spoken to Absolute Denture Services located across the road from Abbeyfield, and they have no concerns with the proposed change.

Relocation of mobility park in the Municipal Building carpark

Earlier this year, the mobility parking space in the Municipal Building carpark was moved from next to the entrance from Chapel Street and relocated to the northwestern corner of the carpark (the closest parking space to Waiata House).

The driver for relocating the park was to improve accessibility. While the previous location was close to the Municipal Building, this no longer served a purpose with the building vacant. The new

location is close to the entrance of Waiata House, improving accessibility for visitors. It is proposed that the bylaw be updated to reflect this move.



This change is retrospective and would allow enforcement action to be taken where vehicles without mobility passes occupy the space. The number of parking spaces available has not been impacted by this change.

Proposed amendments to Part 10: Traffic Bylaw Schedules

The changes from Dixon Street (Warehouse Carpark) to 70 Dixon Street have been highlighted in the updated Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules provided at Attachment 1.

The following amendments are proposed to give effect to the electric vehicle charging area at 70 Dixon Street. The amendment is the addition of the charging area to the schedule:

Schedule 2P: Electric Vehicle Charging Areas

Location	Description	Date of Resolution
70 Dixon Street carpark	Six carparks at the southeastern corner of Pt 2 DP 9885	TBC

The following amendments are proposed to implement the proposed extension of the no stopping area on Lincoln Road to remove the parking space directly outside Waiata House, and the addition of no-stopping area outside Abbeyfield House for Elderly People on Church Street.

Section 2F1: No Stopping Areas on Streets

Location		Description	Date of Resolution
Primary	Secondary		
Church Street	Dixon Street	The northeastern side of Church Street, commencing 147.6 metres from the intersection with Dixon Street, extending in a southeastern direction for a distance of 13 metres.	TBC
Lincoln Road	Chapel Street	The southwestern side of Lincoln Road, commencing at the intersection of Lincoln Road and Chapel Street, extending in a northwestern direction for a distance of 49.2 56.2 metres.	TBC

The following amendments are proposed to give effect to the relocation of the mobility parking space in the Municipal Building carpark.

Schedule 2G: Mobility Parking Spaces

Location		Description	Date of Resolution
Primary	Secondary		
Chapel Street (Municipal Building)		On the southeastern side of Pt 104 DP 10582 commencing at a point 14 metres southwest of the eastern corner extending for a distance of 2.5 metres. On the northwestern side of Pt 104 DP 10582 commencing at the northwestern corner for a distance of 2.5 metres.	TBC

These amendments are included in Attachment 1 – Part 10: Traffic Bylaw Schedules (Amended).

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
1 Agrees to amend the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules by: <ul style="list-style-type: none"> replacing all references to Dixon Street (Warehouse Carpark) to 70 Dixon Street. 	Allows the schedule to be updated throughout to reflect the Warehouse moving. Allows Electric Vehicle Charging Area schedule to be updated to include the new electric vehicle charging area at 70 Dixon Street, allowing enforcement action to be taken when non-electric vehicles are parked in these	Loss of one parking space outside Waiata House.

	<ul style="list-style-type: none"> adding the 70 Dixon Street electric vehicle charging area to Schedule 2P: Electric Vehicle Charging Areas extending the no stopping area on the southwestern side of Lincoln Road from Chapel Street by seven metres. creating a non stopping area on the northeastern side of Church Street outside Abbeyfield House for Elderly People. moving the mobility parking space in the Municipal Building carpark. 	<p>parks.</p> <p>Allows the removal of the parking space outside Waiata House to improve safety for pedestrians and those using the Municipal Buildings car park.</p> <p>Allows the removal of the parking spaces next to the Abbeyfield Masterton driveway improving safety.</p> <p>Allows the relocated mobility parking space in the Municipal Building carpark to be enforced.</p>	
2	<p>Does not agree to amend the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules by</p> <ul style="list-style-type: none"> replacing all references to Dixon Street (Warehouse Carpark) to 70 Dixon Street. adding the 70 Dixon Street electric vehicle 	<p>Do not lose a parking space outside Waiata House</p>	<p>Does not allow the schedule to be updated throughout to reflect the move of the Warehouse.</p> <p>Does not update the parking schedules for electric vehicles, meaning enforcement action non-electric vehicles using these parks cannot be undertaken.</p> <p>Does not allow for the parking space to be removed to address the</p>

	<p>charging area to Schedule 2P: Electric Vehicle Charging Areas</p> <ul style="list-style-type: none"> • extending the no stopping area on the southwestern side of Lincoln Road from Chapel Street by seven metres. • creating a non stopping area on the northeastern side of Church Street outside Abbeyfield House for Elderly People. • moving the mobility parking space in the Municipal Building carpark. 		<p>safety issues caused by the parking space outside Waiata House.</p> <p>Does not allow for the removal of the parking spaces next to the Abbeyfield House for Elderly People driveway improving safety.</p> <p>Does not allow the relocated mobility parking space in the Municipal Building carpark to be enforced.</p>
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RECOMMENDED OPTION

Option 1 is recommended. This ensures that the schedules can be updated to reflect the proposed changes set out in the report.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The three Wairarapa District Councils have a consolidated bylaw including Part 10: Traffic which sets the requirements for parking and control of vehicular or other traffic on any road in the Masterton, Carterton and South Wairarapa districts, including state highways located within the urban boundaries that are otherwise controlled by Waka Kotahi.

Under clause 21 of Part 10: Traffic, each of the councils are responsible for maintaining schedules of traffic control measures in their respective districts. Council has the power to amend this bylaw schedule by resolution publicly notified under clause 20.

Significance, Engagement and Consultation

Clause 20 of the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedules requires consultation to be undertaken in accordance with section 156 of the Local Government Act, and Council's Significance and Engagement Policy.

70 Dixon Street carpark

As the proposed changes to the description of the carpark just impact the description, consultation is not considered necessary under the Significance and Engagement Policy.

70 Dixon Street electric vehicle charging area

Given the large number of public off-street parks in the area (93 remaining at 70 Dixon Street), and the nearby underground parking facility, the potential impact on nearby businesses and organisations is low, consultation is not considered necessary under the Significance and Engagement Policy.

27 Lincoln Road – extension of no stopping area

Given the ready availability of on-street parking on both sides of the road, the customer parking in the Municipal Building car park and Vet Services Wairarapa having existing off-street parking for customers, consultation is not considered necessary under the Significance and Engagement Policy.

Abbeyfield House for Elderly People driveway – 39 Church Street

Given the ready availability of on-street parking on both sides of the road, consultation has is not considered necessary under the Significance and Engagement Policy. Engagement has been undertaken with St Matthews Anglican Church (next door to Abbeyfield) and Absolute Denture Services (across the road from Abbeyfield), and they have no concerns with the proposed change.

Relocation of mobility park in the Municipal Building carpark

This is a retrospective change to reflect the relocation of this parking space in the carpark to improve accessibility. Given there is no impact to the number of parking spaces in the carpark, consultation is not considered necessary under the Significance and Engagement Policy.

Financial Considerations

There are no costs associated with the changes to the description of 70 Dixon Street, or the inclusion of the electric vehicle charging area, in the schedules.

There will be minor costs associated with the extension of the no stopping zone and removal of the parking space outside Waiata house, due to the blanking out and repainting of lines.

Minor costs will be incurred by Council in notifying the bylaw amendments in print.

Implications for Māori

No implications specific to Māori have been identified for this decision.

Communications/Engagement Plan

If Council agrees to the recommendations, the resolution setting out the bylaw amendments will be publicly notified via the Council website and in print.

Environmental/Climate Change Impact and Considerations

No environmental/climate change impacts have been identified in relation to this decision.

NEXT STEPS

Following adoption of the amendments to the Wairarapa Consolidated Bylaw, Part 10: Traffic Bylaw Schedule, notification will be made via the Council website, in print and social media.

ATTACHMENTS

1. **Attachment 1 - Part 10 Traffic Bylaw Schedules (Amended)** [↓](#) 



MASTERTON DISTRICT COUNCIL
PART 10: TRAFFIC BYLAW SCHEDULES

SCHEDULE 2A: One Way Roads

Road	Section/Part	Permitted direction of travel
(Nil sites)		

SCHEDULE 2B: Turning Restrictions

2B1: Smith Street/Queen Street

No right turn from Smith Street onto Queen Street.

SCHEDULE 2C: Heavy Traffic Prohibitions

Road	Section/Part	Time of operation	Vehicles subject to prohibition
Queen Street	From its intersection with Jackson Street to its intersection with Park Street but excluding the Lincoln Road/Church Street intersection and the Perry Street/Bannister Street intersection.	9.30am-4.00pm on the days of Monday to Friday. 9.30am – 12.00noon on Saturday	All heavy vehicles

SCHEDULE 2D: Special Vehicle Lanes

Location	Description	Date of Resolution
Chapel Street (southbound cycle lanes)	Commencing on the northwestern side of the Queen Street roundabout and extending southwest on Chapel Street to the northeastern side of the Lincoln Road roundabout. Commencing on the southwestern side of the Lincoln Road roundabout and extending southwest on Chapel Street to the northeastern side of the Renall Street roundabout. Commencing on the southwestern side of the Renall Street roundabout and extending in a southwesterly direction to the northeastern side of the High Street roundabout. The Chapel Street southbound cycle lanes may be used by cyclists travelling in one direction with the traffic flow.	11 April 2011

Location	Description	Date of Resolution
Chapel Street (northbound cycle lanes)	<p>Commencing on the northeastern side of the High Street roundabout and extending northeast on Chapel Street to the south western side of the Renall Street roundabout.</p> <p>Commencing on the northeastern side of the Renall Street roundabout and extending northeast on Chapel Street to the southwestern side of the Lincoln Road roundabout.</p> <p>Commencing on the northeastern side of the Lincoln Road roundabout and extending northeast on Chapel Street to the northwestern side of the Queen Street roundabout.</p> <p>The Chapel Street northbound cycle lanes may be used by cyclists travelling in one direction with the flow of the traffic.</p>	11 April 2011
Colombo Road (southbound cycle lane)	<p>Commencing 154 metres from the intersection with Te Ore Ore Road and extending southwest on Colombo Road to the Waipoua Bridge southwestern abutment.</p> <p>The Colombo Road southbound cycle lane may be used by cyclists travelling in one direction with the flow of traffic.</p>	11 April 2011
Colombo Road (northbound cycle lane)	<p>Commencing at the Waipoua Bridge southwestern abutment and extending northeast on Colombo Road to a point 140 metres from the intersection with Te Ore Ore Road.</p> <p>The Colombo Road northbound cycle lane may be used by cyclists travelling in one direction with the traffic flow.</p>	11 April 2011
Colombo Road (shared path)	<p>Commencing 148 metres from the intersection with Te Ore Ore Road and extending southwest on Colombo Road to a point 63.5 metres north east of the Waipoua Bridge northeastern abutment.</p> <p>This cycle lane operates in both directions and may be used by cyclists and pedestrians as a shared facility.</p>	11 April 2011
Dixon Street (north bound cycle lane) (Secondary: Worksop Road)	<p>Commencing on the northeastern side of the Worksop Road roundabout and extending in a north eastern direction on Dixon Street to a point 18 metres southwest of the intersection with Bannister Street. The Dixon Street north bound cycle lane may be used by cyclists travelling in one direction with the traffic flow.</p>	5 August 2015
Dixon Street (Secondary: Bannister Street)	<p>Commencing at a point 25 metres south west of the intersection with Bannister Street and extending in a south west direction on Dixon Street to the south eastern side of the Worksop Road roundabout.</p> <p>The Dixon Street south bound lane may be used by cyclists travelling in one direction with the traffic flow.</p>	5 August 2015
Gordon Street (Shared Lime Path) (Secondary: Nikau Heights)	<p>The western side of Gordon Street commencing at the intersection of Gordon Street and Nikau Heights, extending south a distance of 1382 metre.</p>	7 August 2019
Nikau Heights (Shared Lime Path)	<p>1.The south side of Nikau Heights commencing at the intersection of Gordon Street and Nikau Heights, extending west a distance of 168.5 metre.</p>	7 August 2019

(Secondary: Gordon Street	2. The north side of Nikau Heights commencing at a point of 212 metre from the intersection of Gordon Street and Nikau Heights, extending west a distance of 282.2 metre.	
Upper Plain Road (Shared Lime Path) (Secondary: 1. Kibblewhite Road 2. Tararua Drive	1. The south-western side of Upper Plain Road commencing at the intersection of Upper Plain Road and Kibblewhite Road, extending in a southwestern direction of Upper Plain Road for a distance of 1185 metre. 2. The north-eastern side of Upper Plain Road commencing at the intersection of Upper Plain Road and Tararua Drive, extending in a southeastern direction of Upper Plain Road for a distance of 2475 metre.	7 August 2019

Location		Description	Date of Resolution
Primary	Secondary		
Queen Elizabeth Park	Memorial Drive	A separated path commencing at the point 165m from the intersection of Dixon Street and Memorial Drive, extending from the swing bridge in a western direction across Queen Elisabeth Park towards Dixon Street for a distance of 235 metres.	16 September 2020

SCHEDULE 2E: Turning Movements Permitted by Specific Classes of Vehicles

Name of road	Name of bridge or culvert	Weight limits	
		Time of operation	Vehicles subject to prohibition
(Nil sites)			

SCHEDULE 2F

2F1: No Stopping Areas on Streets

For the purpose of this resolution the definition of ‘intersection’ shall be the intersection point of the boundary lines nearest to the measurement.

Location		Description	Date of Resolution
Primary	Secondary		
Albert Street	Chapel Street	The southwestern side of Albert Street, commencing at the intersection of Albert Street and Chapel Street, extending in a northwestern direction for a distance of 6.8 metres.	1 July 2008
Albert Street	Chapel Street	The northeastern side of Albert Street, commencing at the intersection of Albert Street and Chapel Street, extending in a northwestern direction for a distance of 3.0 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
Albert Street	Victoria Street	The eastern side of Victoria Street commencing at the intersection and extending in a northern direction for a distance of 14.8 metres.	1 July 2008
Albert Street	Victoria Street	The western side of Victoria Street commencing at the intersection and extending in a northern direction for a distance of 19.3 metres.	1 July 2008
Albert Street	Victoria Street	The northern side of Albert Street commencing at a point 13.6 metres from the western intersection of Victoria Street and Albert and extending in an eastern direction to the intersection.	1 July 2008
Albert Street	Victoria Street	The northern side of Albert Street, commencing at a point 29.5 metres from the intersection of Chapel Street and Albert Street and extending in a western direction to the intersection of Albert Street and Victoria Street.	1 July 2008
Bannister Street		The northeastern side of Bannister Street, commencing at the intersection of Bannister Street and Dixon Street, extending in a southeastern direction for a distance of 12.0 metres.	1 July 2008
Bannister Street	Dixon Street	The southwestern side of Bannister Street, commencing at the intersection of Bannister Street and Dixon Street, extending in a northwestern direction for a distance of 8.1 metres.	1 July 2008
Bannister Street	Dixon Street	The northeastern side of Bannister Street, commencing at the intersection of Bannister Street and Dixon Street, extending in a northwestern direction for a distance of 9.2 metres.	1 July 2008
Bannister Street	Dixon Street	The southwestern side of Bannister Street, commencing at the intersection of Bannister Street and Dixon Street, extending in a southeastern direction for a distance of 9.0 metres.	1 July 2008
Bannister Street	Hessey Street	The southwestern side of Bannister Street commencing at the intersection of Bannister Street and Hessey Street, extending in a northwestern direction for a distance of 3.0 metres.	1 July 2008
Bannister Street	Hessey Street	The southwestern side of Bannister Street commencing at the intersection of Bannister Street and Hessey Street, extending in a southeastern direction for a distance of 3.0 metres.	1 July 2008
Bannister Street	Hessey Street	The southeastern side of Hessey Street commencing at the intersection of Bannister Street and Hessey Street extending in a southwestern direction for a distance of 3.0 metres.	1 July 2008
Bannister Street	Hessey Street	The northwestern side of Hessey Street commencing at the intersection of Bannister Street and Hessey Street, extending in a southwestern direction for a distance of 3.0 metres.	1 July 2008
Bannister Street	Masonic Street	The northeastern side of Bannister Street commencing at the point 34.5 metres northwest of the intersection of	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		Masonic Street and Bannister Street, extending in a northwestern direction for a distance of 5.2 metres.	
Bannister Street	Queen Street	The northeastern side of Bannister Street, commencing at the intersection of Bannister Street and Queen Street, extending in a southeastern direction for a distance of 14.7 metres.	1 July 2008
Bannister Street	Queen Street	The southwestern side of Bannister Street, commencing at the intersection of Bannister Street and Queen Street, extending in a southeastern direction for a distance of 17.5 metres.	1 July 2008
Bannister Street	Queen Street	The southwestern side of Bannister Street, commencing at the point 43.0 metres southeast of the intersection of Bannister Street and Queen Street, extending in a southeastern direction for a distance of 11.3 metres.	1 July 2008
Bannister Street	Queen Street	The northeastern side of Bannister Street, commencing at the point 52.0 metres southeast of the intersection of Queen Street and Bannister Street, extending in a southeast direction for a distance of 11.7 metres.	1 July 2008
Bentley Street	Perry Street	The southern side of Bentley Street, commencing at the intersection of Bentley Street and Perry Street, extending in a west direction for a distance of 15.0 metres.	1 July 2008
Blair Street (Wairarapa Hospital)	Te Ore Ore Road	The eastern side of Blair Street commencing at the intersection of Te Ore Ore Road and Blair Street extending south for a distance of 217 metres.	1 July 2008
Boltons Road	Manuka Street	The northeastern side of Boltons Road, commencing at the intersection of Boltons Road and Manuka Street, extending in a southeastern direction for a distance of 3.5 metres.	1 July 2008
Bruce Street	Dixon Street	The northeastern side of Bruce Street, commencing at the point 10.5 metres northwest of the intersection of Bruce Street and Dixon Street, extending in a northwestern direction for a distance of 37.4 metres.	1 July 2008
Bunny Street	Worksop Road	The southeastern side of Bunny Street commencing at the intersection of Bunny Street and Worksop Road, extending in a southwestern direction for a distance of 3.5 metres.	1 July 2008
Bunny Street	Worksop Road	The northwestern side of Bunny Street commencing at the intersection of Bunny Street and Worksop Road, extending in a southwestern direction for a distance of 3.7 metres.	1 July 2008
Chapel Street (Pak'n'Save)		The southeastern side of Chapel Street commencing at the point 118.8 metres northeast of the intersection of Chapel Street and Crayne Street, extending in a northeastern direction for a distance of 11.60 metres.	1 July 2008
Chapel Street	Albert Street	The northwestern side of Chapel Street, commencing at the intersection of Chapel Street and Albert Street, extending in a northeastern direction for a distance of 5.0 metres	1 July 2008
Chapel Street	Cornwall Street	The northwestern side of Chapel Street, commencing at a point 2.1 metres from the intersection of Chapel Street	11 April 2011

Location		Description	Date of Resolution
Primary	Secondary		
		and Cornwall Street, extending in a northeastern direction for a distance of 109.1 metres.	
Chapel Street	Cornwall Street	The northwestern side of Chapel Street, commencing at the intersection of Chapel Street and Cornwall Street and extending in a northeastern direction for a distance of 2.5 metres.	4 April 2012
Chapel Street (Pak n Save)	Crayne Street	The southeastern side of Chapel Street commencing at the intersection of Chapel Street and Crayne Street extending in a northeastern direction for a distance of 48.5 metres.	1 July 2008
Chapel Street (Pak n Save)	Crayne Street	The south eastern side of Chapel Street commencing at the point 56.9 metres north east of the intersection of Chapel Street and Crayne Street, extending in a north eastern direction for a distance of 28.7 metres.	5 October 2009
Chapel Street (Pak n Save)	Crayne Street	The south eastern side of Chapel Street commencing at the point 97.6 metres north east of the intersection of Chapel Street and Crayne Street, extending in a north eastern direction for a distance of 12.4 metres.	11 April 2011
Chapel Street	Essex Street	The northwestern side of Chapel Street, commencing at the intersection of Chapel Street and Essex Street, extending in a southwestern direction for a distance of 18.2 metres.	1 July 2008
Chapel Street	Essex Street	The northwestern side of Chapel Street, commencing at the intersection of Chapel Street and Essex Street, extending in a northeastern direction for a distance of 78.7 metres.	1 July 2008
Chapel Street	Jackson Street	The southeastern side of Chapel Street, commencing at the intersection of Chapel Street and Jackson Street, extending in a southwestern direction for a distance of 50.9 metres.	1 July 2008
Chapel Street	Jackson Street	The southeastern side of Chapel Street, commencing at the intersection of Chapel Street and Jackson Street, extending in a northeastern direction for a distance of 17.2 metres.	1 July 2008
Chapel Street	King Street	The southeastern side of Chapel Street, commencing at the intersection of Chapel Street and King Street, extending in a northeast direction for a distance of 24.5 metres.	11 April 2011
Chapel Street	Lincoln Road	The northwestern side of Chapel Street, commencing at the intersection of Chapel Street and Lincoln Road, extending in a southwestern direction for a distance of 36.1 metres.	1 July 2008
Chapel Street	Lincoln Road	The northwestern side of Chapel Street, commencing at the intersection of Chapel Street and Lincoln Road, extending in a northeastern direction to the intersection Chapel Street and Albert Street.	1 July 2008
Chapel Street	Lincoln Road	The southeastern side of Chapel Street, commencing at the intersection of Chapel Street and Lincoln Road,	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		extending in a northeastern direction for a distance of 149.2 metres.	
Chapel Street	Lincoln Road	The northeastern side of Lincoln Road, commencing at the intersection of Lincoln Road and Chapel Street, extending in a southeastern direction for a distance of 20.5 metres.	1 July 2008
Chapel Street	Perry Street	The southeastern side of Chapel Street, commencing at the intersection of Chapel Street and Perry Street, extending in a southwestern direction for a distance of 101.0 metres.	1 July 2008
Chapel Street	Perry Street	The southeastern side of Chapel Street, commencing at the intersection of Chapel Street and Perry Street, extending in a northeastern direction to the intersection of Chapel Street and Lincoln Road.	1 July 2008
Chapel Street	Perry Street and Cole Street	The northwestern side of Chapel Street, commencing at the intersection of Chapel Street and Perry Street, extending in a southwestern direction for a distance of 27.3 metres.	1 July 2008
Chapel Street	Perry Street and Cole Street	The northwestern side of Chapel Street, commencing at the point 67.6 metres southwest of the intersection of Chapel Street and Lincoln Road, extending in a southwestern direction for a distance of 84 metres.	11 April 2011
Chapel Street	Perry Street and Cole Street	The northwestern side of Chapel Street, commencing at the point 50.8 metres southwest of the intersection of Chapel Street and Perry Street, extending in a southwestern direction for a distance of 18.9 metres.	1 July 2008
Chapel Street	Queen Street	The southwestern side of Chapel Street, commencing at the point 40.1 metres north of the boundary line of Queen Street, and extending in a northwest direction, changing to a southwest direction for a distance of 110.0 metres.	11 April 2011
Chapel Street	Queen Street	The southeastern side of Chapel Street, commencing at a point 169.4 metres from the boundary line of Queen Street, extending in a southwest direction for a distance of 11.0 metres.	11 April 2011
Chapel Street	Renall Street	The northwestern side of Chapel Street, commencing at the intersection of Chapel Street and Renall Street, extending in a southwestern direction for a distance of 28.5 metres.	1 July 2008
Chapel Street	Renall Street	The northwestern side of Chapel Street, commencing at the intersection of Chapel Street and Renall Street, extending in a northeastern direction for a distance of 36.0 metres.	1 July 2008
Chapel Street	Renall Street	The southeastern side of Chapel Street, commencing at the intersection of Chapel Street and Renall Street, extending in a southwestern direction for a distance of 44.0 metres.	1 July 2008
Chapel Street	Renall Street	The southeastern side of Chapel Street, commencing at the point 67.2 metres southwest of the intersection of	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		Chapel Street and Renall Street, extending in a southwestern direction for a distance of 10.5 metres.	
Chapel Street	Renall Street	The southeastern of Chapel Street, commencing at the intersection of Chapel Street and Renall Street, extending in a northeastern direction for a distance of 22.0 metres.	1 July 2008
Chapel Street (Southern approach to Renall Street roundabout)	Renall Street	The north western side of Chapel Street; commencing at the point 66.5 metres south west of the intersection of Chapel Street and Renall Street and extending in a south western direction for a distance of 22.3 metres.	31 May 2010
Chapel Street (The Warehouse)	Russell Street	The southeastern side of Chapel Street commencing at the point 119.7 metres northeast of the intersection of Chapel Street and Russell Street, extending in a northeastern direction for a distance of 21.90 metres.	1st July 2008
Chapel Street (The Warehouse)	Russell Street	The southeastern side of Chapel Street commencing at the point 158.7 metres northeast of the intersection of Chapel Street and Russell Street, extending in a northeastern direction for a distance of 7.80 metres.	1 July 2008
Chapel Street	Russell Street	The southeastern side of Chapel Street, commencing at the intersection of Russell Street and Chapel Street, extending in a southwestern direction for a distance of 145.6 metres.	1 July 2008
Chapel Street	Russell Street	The southeastern side of Chapel Street, commencing at the intersection of Chapel Street and Russell Street, extending in a northeastern direction for a distance of 95.3 metres.	11 April 2011
Chapel Street (Metlife Care Village)	Russell Street	The western side of Chapel Street commencing at the point 154 metres northeast of the intersection of Russell Street and Chapel Street, extending in a northeastern direction for a distance of 9.1 metres.	1 July 2008
Chapel Street	Wrigley Street	The northwestern side of Chapel Street, commencing at the intersection of Wrigley Street and Chapel Street, extending in a southern direction for a distance of 4.5 metres.	11 April 2011
Church Street	Dixon Street	The northeastern side of Church Street, commencing at the point 51.7 metres southeast of the intersection of Dixon Street and Church Street, extending in a southeastern direction, for a distance of 40.8 metres.	1 July 2008
Church Street	Dixon Street	The southwestern side of Church Street, commencing at the intersection of Dixon Street and Church Street, extending in a northwestern direction for a distance of 21.4 metres.	1 July 2008
Church Street	Dixon Street	The southwestern side of Church Street, commencing at the point 28.1 metres northwest of the intersection of Dixon Street and Church Street, extending in a northwestern direction, for a distance of 9.9 metres.	1 July 2008
Church Street	Dixon Street	The northeastern side of Church Street, commencing at the intersection of Church Street and Dixon Street,	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		extending in a northwestern direction for a distance of 25.4 metres.	
Church Street	Dixon Street	The northeastern side of Church Street, commencing at the intersection of Dixon Street and Church Street, extending in a southeastern direction for a distance of 29.5 metres.	1 July 2008
Church Street	Dixon Street	The northeastern side of Church Street, commencing 147.6 metres from the intersection with Dixon Street, extending in a southeastern direction for a distance of 13 metres.	TBC
Church Street	Queen Street	The southwestern side of Church Street, commencing at the intersection of Church Street and Queen Street, extending in a southeastern direction for a distance of 15.5 metres.	1 July 2008
Church Street	Queen Street	The northeastern side of Church Street, commencing at the intersection of Church Street and Queen Street, extending in a southeastern direction for a distance of 14.9 metres.	1 July 2008
Cole Street (Douglas Park School)	Kummer Crescent	The southwestern side of Cole Street commencing at the point 72.2 metres southeast of the intersection of Kummer Crescent and Cole Street, extending in southeastern direction for a distance of 4.1 metres.	1 July 2008
Cole Street (Douglas Park School)	Kummer Crescent	The northeastern side of Cole Street commencing at the point 83.9 metres southeast of the intersection of Kummer Crescent and Cole Street extending in a southeastern direction for a distance of 3.7 metres.	1 July 2008
Cole Street	Perry Street	The southwestern side of Cole Street, commencing at the point 7.3 metres southeast of the northeast corner of Lot 2 DP 43906, extending in a southeastern direction to the intersection of Cole Street and Perry Street.	1 July 2008
Cole Street	Perry Street	The northeastern side of Cole Street, commencing at the point 31.0 metres southeastern of the southeast corner of Lot 3 DP 51084, extending in a southeast direction to the intersection of Cole Street and Perry Street.	1 July 2008
Cole Street	Pownall Street	The southwestern side of Cole Street, commencing at the point 105.5 metres northwest of the intersection of Cole Street and Pownall Street, extending in a northwestern direction, for a distance of 15.8 metres.	1 July 2008
Cole Street	Pownall Street	The northeastern side of Cole Street, commencing at the point 128.0 metres northwest of the intersection of Cole Street and Pownall Street, extending in a northwestern direction, for a distance of 17.5 metres.	1 July 2008
Cole Street (Glenwood)	Pownall Street	The southern side of Cole Street commencing at the point 197.3 metres east of the intersection of Pownall Street and Cole Street, extending in an eastern direction for a distance of 4.8 metres.	1 July 2008

College Street	Pownall Street	The northeastern side of College Street, commencing at the intersection of College Street and Pownall Street, extending in a northwestern direction for a distance of 14.2 metres.	1 July 2008
College Street	Pownall Street	The southwestern side of College Street, commencing at the intersection of College Street and Pownall Street,	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		extending in a northwestern direction for a distance of 14.3 metres.	
College Street	Renall Street	The southeastern side of College Street commencing at a point 3.0 metres northeast of the southwest side of Renall Street and extending in a southwestern direction for a distance of 11.0 metres.	1 July 2008
Colombo Road (Netball)		The southeastern side of Colombo Road, commencing at the Waipoua River bridge and extending in a southwestern direction for a distance of 106.7 metres.	1 July 2008
Colombo Road (Accessway to Jean Sports Ground)	Church Street	The northwestern side of Colombo Road commencing at the point 286.3 metres northeast of the intersection of Church Street and Colombo Road extending in a northeast direction for a distance of 15.3 metres.	1 July 2008
Colombo Road (Entrance to Pioneer Carpark)	Church Street	The northwestern side of Colombo Road commencing at the point 252 metres northeast of the intersection of Church Street and Colombo Road, extending in a northeast direction for a distance of 19 metres.	1 July 2008
Colombo Road	Hacker Street	On the south-eastern side of Colombo Road beginning 100m Northeast of the Intersection of Hacker Street and Colombo Road extending 10m in a south westerly direction.	14 September 2022
Colombo Road	Hacker Street	On south-eastern side of Colombo Road beginning 57m Northeast of the intersection of Hacker Street and Colombo Road extending 57m in a south-westerly direction.	14 September 2022
Colombo Road (North side of Colombo Road bridge by Wetlands)	Hacker Street	The southeastern side of Colombo Road commencing at the point 365 metres northeast of the intersection of Hacker Street and Colombo Road and extending in a north-eastern direction for a distance of 61.3 metres.	1 July 2008
Colombo Road	Johnstone Street	The southeastern side of Colombo Road, commencing at the point 58.8 metres southwest of the intersection of Colombo Road and Johnstone Street, extending in a southwestern direction, for a distance of 9.3 metres.	1 July 2008
Colombo Road	Te Ore Ore Road	On the Western side of Colombo Road beginning 423m from Te Ore Ore Road extending 300m in a Northerly direction.	14 September 2022

Colombo Road	Worksop Road	The northwestern side of Colombo Road, commencing at the intersection of Colombo Road and Worksop Street, extending in a southwestern direction for a distance of 17.0 metres.	1 July 2008
Colombo Road	Waipoua Bridge	The Western side of Colombo Road, commencing at the Southern side of the Waipoua Bridge and extending in a southwestern direction for a distance of 245 meters.	14 September 2022
Colombo Road	Waipoua Bridge	The Western side of Colombo Road, commencing at the Southern side of the Waipoua Bridge and extending in the southwestern direction for a distance of 50.0 metres.	23 May 2018
Cornwall Street	Chapel Street	The northeastern side of Cornwall Street, commencing at the intersection of Cornwall Street and Chapel Street, extending in a north western direction for a distance of 18.0 metres.	4 April 2012
Cornwall Street	McGregor Crescent	The northeastern side of Cornwall Street, commencing at the point 15.9 metres southeast of the intersection of Cornwall Street and McGregor Crescent, extending in a southeastern direction, for a distance of 15.6 metres.	1 July 2008
Cornwall Street	Ngaumutawa Road	The southwestern side of Cornwall Street, commencing at the point 53.3 metres southeast of the intersection of Cornwall Street and Ngaumutawa Road, extending in a southeastern direction, for a distance of 21.6 metres.	11 April 2011
Crayne Street (Pak n Save)		The northwestern side of Crayne Street commencing at the point 33.5 metres southeast of the intersection of Chapel Street and Crayne Street, extending in a southeastern direction for a distance of 11.90 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
Crayne Street (Pak'n'Save)	Chapel Street	The northeastern side of Crayne Street, commencing at the intersection of Chapel Street and Crayne Street extending in a southeastern direction for a distance of 45.6 metres.	11 April 2011
Crayne Street	Chapel Street	The southwestern side of Crayne Street, commencing at the intersection of Crayne Street and Chapel Street, extending in a southeastern direction for a distance of 6.7 metres.	1 July 2008
Crayne Street	Queen Street	The northeastern side of Crayne Street, commencing at the intersection of Crayne Street and Queen Street, extending in a southeastern direction for a distance of 10.80 metres.	1 July 2008
Crayne Street	Queen Street	The northeastern side of Crayne Street, commencing at the intersection of Crayne Street and Queen Street, extending in a northwestern direction for a distance of 12.70 metres.	1 July 2008
Crayne Street	Queen Street	The southwestern side of Crayne Street, commencing at the intersection of Crayne Street and Queen Street, extending in a southeastern direction for a distance of 10.8 metres.	11 April 2011
Crayne Street	Queen Street	The southwestern side of Crayne Street, commencing at the intersection of Crayne Street and Queen Street, extending in a northwestern direction for a distance of 12.50 metres.	1 July 2008
Cricket Street	Dixon Street	The northeastern side of Cricket Street, commencing at the intersection of Cricket Street and Dixon Street, extending in a northwestern direction for a distance of 49.0 metres.	1 July 2008
Cricket Street	Dixon Street	The southwestern side of Cricket Street, commencing at the intersection of Cricket Street and Dixon Street, extending in a northwestern direction for a distance of 47.0 metres.	1 July 2008
Cricket Street	Park Street	The southeastern side of Cricket Street, commencing at the intersection of Cricket Street and Park Street, extending in a northeastern direction for a distance of 116.7 metres.	1 July 2008
Cricket Street	Park Street	The northwestern side of Cricket Street, commencing at the intersection of Cricket Street and Park Street, extending in a southwestern direction for a distance of 61.6 metres.	1 July 2008
Dixon Street	Bannister Street	The northwestern side of Dixon Street, commencing at the intersection of Dixon Street and Bannister Street, extending in a southwestern direction for a distance of 14.4 metres.	1 July 2008
Dixon Street	Bannister Street	The northwestern side of Dixon Street, commencing at the intersection of Dixon Street and Bannister Street,	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		extending in a northeastern direction for a distance of 6.4 metres.	
Dixon Street	Bannister Street	The southeastern side of Dixon Street, commencing at the intersection of Dixon Street and Bannister Street, extending in a southwestern direction for a distance of 4.0 76.6 metres.	1 July 2008
Dixon Street	Bannister Street	The southwestern side of Bannister Street commencing at the point 41.6 metres southeast of the intersection of Dixon Street and Bannister Street, extending in southeastern direction for a distance of 3.0 metres.	1 July 2008
Dixon Street	Bruce Street	The northwestern side of Dixon Street commencing at a point 35.2 metres southwest of the intersection of Bruce Street and extending in a southwestern direction for a distance of 3.0 metres.	1 July 2008
Dixon Street	Bruce Street	The northwestern side of Dixon Street commencing at a point 45.2 metres southwest of the intersection of Bruce Street and extending in a southwestern direction for a distance of 2.90 metres.	1 July 2008
Dixon Street	Bruce Street	The northwestern side of Dixon Street commencing at a point 43.1 metres northeast of the intersection of Bruce Street and extending in a northeastern direction for a distance of 2.9 metres.	1 July 2008
Dixon Street	Bruce Street	The northwestern side of Dixon Street commencing at a point 52.7 metres northeast of the intersection of Bruce Street and extending in a northeastern direction for a distance of 3.0 metres.	1 July 2008
Dixon Street (Between Church Street and Memorial Drive – Genesis Recreation Centre upgrade)	Bruce Street	The southeastern side of Dixon Street commencing at a point 146.7 metres from the northeastern side of Bruce Street and extending in a northeasterly direction for a distance of 16.0 metres.	1 July 2008
Dixon Street	Church Street	The northwestern side of Dixon Street, commencing at the intersection of Dixon Street and Church Street, extending in a southwestern direction for a distance of 48.6 metres.	1 July 2008
Dixon Street	Church Street	The northwestern side of Dixon Street, commencing at the intersection of Dixon Street and Church Street, extending in a northeastern direction for a distance of 19.7 metres.	1 July 2008
Dixon Street	Church Street	The southeastern side of Dixon Street, commencing at the intersection of Dixon Street and Church Street, extending in a southwestern direction for a distance of 101.2 metres.	1 July 2008
Dixon Street	Church Street	The southeastern side of Dixon Street, commencing at the intersection of Dixon Street and Church Street, extending in a northeastern direction for a distance of 27.3 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
Dixon Street (Southey Carpark)	Church Street	The northwestern side of Dixon Street commencing at the point 43.7 metres northeast of the intersection of Dixon Street and Church Street, extending in a northeastern direction for a distance of 5.5 metres.	1 July 2008
Dixon Street	Crayne Street	The southeastern side of Dixon Street commencing at the point 9.3 metres southwest of the intersection of Dixon Street and Crayne Street, extending in a southwest direction for a distance of 41.30 metres.	1 July 2008
Dixon Street (Curve between Crayne Street and Kuripuni Street)	Crayne Street	The northwestern side of Dixon Street commencing at the point 1.7 metres southwest of the intersection of Dixon Street and Crayne Street, extending in a southwest direction for a distance of 62.7 metres.	1 July 2008
Dixon Street	Crayne Street	The north western side of Dixon Street commencing at the point 28.0 metres north east of the intersection of Dixon Street and Crayne Street, extending in a north eastern direction for a distance of 14.0 metres.	6 May 2015
Dixon Street	Crayne Street	The south eastern side of Dixon Street commencing at the point 26.5 metres north east of the intersection of Dixon Street and Crayne Street, extending in a north eastern direction for a distance of 15.0 metres.	6 May 2015
Dixon Street	Harlequin Street	The south eastern side of Dixon Street commencing at the point 22.4 metres from the intersection of Harlequin Street and Dixon Street extending in a south western direction for a distance of 17.6 metres.	6 May 2015
Dixon Street	Herbert Street	The southeastern side of Dixon Street commencing at the intersection of Herbert Street and Dixon Street extending in a northeastern direction for a distance of 20.9 metres.	1 July 2008
Dixon Street	Herbert Street	The southeastern side of Dixon Street, commencing at the point 109.2 metres northeast of the intersection of Dixon Street and Herbert Street, extending in a northeastern direction, for a distance of 92.5 metres.	1 July 2008
Dixon Street	Herbert Street	The southeastern side of Dixon Street, commencing at the intersection of Dixon Street and Herbert Street, extending in a southwestern direction for a distance of 3.4 metres.	1 July 2008
Dixon Street	McKenna Street	The southeastern side of Dixon Street, commencing at the intersection of Dixon Street and McKenna Street, extending in a southwestern direction for a distance of 15.3 metres.	11 April 2011
Dixon Street	McKenna Street	The southeastern side of Dixon Street, commencing at the intersection of Dixon Street and McKenna Street, extending in a northeastern direction for a distance of 5.1 metres.	1 July 2008
Dixon Street	McKenna Street	The northwestern side of Dixon Street, commencing at the intersection of Dixon Street and Russell Street, extending in a southwestern direction for a distance of 25.3 metres.	1 July 2008
Dixon Street	Park Avenue	The southeastern side of Dixon Street commencing at a point 41.6 metres from the southwestern side of Park	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		Avenue and extending in a southwesterly direction for a distance of 3.0 metres.	
Dixon Street	Park Avenue	The southwestern side of Park Avenue commencing at a point 2.8 metres northwest from the southeastern side of Dixon Street and extending in a southeastern direction for a distance of 7.9 metres.	1 July 2008
Dixon Street	Park Avenue Corner	The southeastern side of Dixon Street commencing at a point 3.0 metres northeast from the southwestern side of Park Avenue and extending in a southwestern direction for a distance of 6.9 metres.	1 July 2008
Dixon Street	Park Avenue Corner (Around corner by Park gate)	From the intersection of the boundary lines on the southeastern side of Dixon Street and northeastern side of Park Avenue and extending in a northeastern direction along Dixon Street for a distance of 50.6 metres and in a southeastern direction along Park Avenue for a distance of 21.8 metres.	1 July 2008
Dixon Street	Park Street	The northwestern side of Dixon Street, commencing at the intersection of Dixon Street and Park Street, extending in a southwestern direction for a distance of 19.3 metres.	1 July 2008
Dixon Street	Queen Street and South Road	The northeastern side of Dixon Street, commencing at the intersection of Queen Street and Dixon Street, and extending in a southeastern direction for a distance of 37 metres.	11 April 2011
Dixon Street	Russell Street	The northwestern side of Dixon Street, commencing at the intersection of Dixon Street and Russell Street, extending in a northeastern direction for a distance of 45.5 metres.	11 April 2011
Dixon Street	South Road	The southwestern side of Dixon Street, commencing at the intersection of Dixon Street and South Road, extending in a southeastern direction for a distance of 34.1 metres.	1 July 2008
Dixon Street	Worksop Road	The northwestern side of Dixon Street, commencing at the intersection of Dixon Street and Worksop Road, extending in a southwestern direction for a distance of 32.6 metres.	1 July 2008
Dixon Street	Worksop Road	The northwestern side of Dixon Street, commencing at the intersection of Dixon Street and Worksop Road, extending in a northeastern direction for a distance of 239.5 metres.	1 July 2008
Dixon Street	Worksop Road	The southeastern side of Dixon Street, commencing at the intersection of Dixon Street and Worksop Road, extending in a southwestern direction for a distance of 53.5 metres.	1 July 2008
Dixon Street	Worksop Road	The southeastern side of Dixon Street, commencing at the intersection of Dixon Street and Worksop Road, extending in a northeastern direction for a distance of 25.0 metres.	1 July 2008
Dixon Street	Worksop Road	The north western side of Dixon Street, commencing at the intersection of Dixon Street and Worksop Road, extending in a north eastern direction for a distance of 263.7 (239.5) metres.	5 August 2015
Edith Street	Upper Plain Road	The north western side of Edith Street commencing at the intersection of Edith Street and Upper Plain road and	30 September 2013

Location		Description	Date of Resolution
Primary	Secondary		
		extending in a north eastern direction for a distance of 2.5 metres.	
Essex Street	Chapel Street	The southwestern side of Essex Street, commencing at the intersection of Essex Street and Chapel Street, extending in a northwestern direction for a distance of 7.8 metres.	1 July 2008
Essex Street	Chapel Street	The northeastern side of Essex Street, commencing at the intersection of Essex Street and Chapel Street, extending in a northwestern direction for a distance of 11.3 metres.	1 July 2008
First Street	Opaki Road	The northern side of First Street, commencing at the intersection of First Street and Opaki Road, extending in an eastern direction for a distance of 8.1 metres.	1 July 2008
Harlequin Street		The southwestern side of Harlequin Street.	1 July 2008
Herbert Street	Dixon Street	The southwestern side of Herbert Street, commencing at the intersection of Dixon Street and Herbert Street, extending in a southeastern direction for a distance of 3.7 metres.	1 July 2008
Herbert Street	Dixon Street	The northeastern side of Herbert Street, commencing at the intersection of Dixon Street and Herbert Street, extending in a southeastern direction for a distance of 3.7 metres.	1 July 2008
High Street	Bledisloe Street	The northwestern side of High Street, commencing at the point 4.1 metres northeast of the intersection of Bledisloe Street and High Street, extending in a northeastern direction, for a distance of 5.3 metres.	1 July 2008
High Street	Bledisloe Street	The northern side of High Street, commencing at a point 167.8 metres east of the intersection of Bledisloe Street and High Street, extending in a western direction for a distance of 9.0 metres.	14 September 2022
High Street	Bledisloe Street	The northern side of High Street, commencing at a point 182.8 metres east of the intersection of Bledisloe Street and High Street, extending in an eastern direction for a distance of 9.0 metres.	14 September 2022
High Street	Buchanan Place	The southern side of High Street, commencing at the point 9.9 metres east of the intersection of High Street and Buchanan Place, extending in an eastern direction, for a distance of 94.3 metres.	1 July 2008
High Street	Derby Street	The southeastern side of High Street, commencing at the point 33.0 metres northeast of the intersection of High Street and Derby Street, extending in a northeastern direction, for a distance of 5.1 metres.	1 July 2008
High Street	Derby Street	The southern side of High Street, commencing at a point of 14.6 metres west of the intersection of Derby Street and High Street, extending in an eastern direction, for a distance of 9.0 metres.	14 September 2022

High Street	Derby Street	The southern side of High Street, commencing at a point of 29.6 metres west of the intersection of Derby Street and High Street, extending in a western direction, for a distance of 9.0 metres.	14 September 2022
High Street	Fleet Street	The northern side of High Street, commencing at a point 7.8 metres east of the intersection of Fleet Street and High Street, extending in a western direction for a distance of 9.0 metres.	14 September 2022
High Street	Fleet Street	The northern side of High Street, commencing at a point 22.8 metres east of the intersection of Fleet Street and High Street, extending in an eastern direction for a distance of 9.0 metres.	14 September 2022
High Street	Intermediate Street	The northern side of High Street, commencing at a point 175.6 metres west of the intersection of Intermediate Street and High Street, extending in an eastern direction for a distance of 9.0 metres.	14 September 2022
High Street	Intermediate Street	The northern side of High Street, commencing at a point 190.6 metres west of the intersection of Intermediate Street and High Street, extending in a western direction for a distance of 9.0 metres.	14 September 2022
High Street	Intermediate Street	The northwestern side of High Street, commencing at the point 2.2 metres northeast of the intersection of High Street and Intermediate Street, extending in a northeastern direction, for a distance of 24.6 metres.	1 July 2008
High Street	Intermediate Street	The northwestern side of High Street, commencing at the point 38.0 metres southwest of the intersection of High Street and Intermediate Street, extending in a southwestern direction, for a distance of 44.6 metres.	11 April 2011
High Street	Intermediate Street	The southeastern side of High Street, commencing at the point 59.5 metres southwest of the intersection of Short Street and High Street, extending in a southwestern direction, for a distance of 42.5 metres.	11 April 2011
High Street	Judds Road	The northern side of High Street, commencing at a point 68.7 metres west of the intersection of Judds Road and High Street, extending in an eastern direction for a distance of 9.0 metres.	14 September 2022
High Street	Judds Road	The northern side of High Street, commencing at a point 83.7 metres west of the intersection of Judds Road and High Street, extending in a western direction for a distance of 8.0 metres.	14 September 2022
High Street	Judds Road	The northern side of High Street, commencing at a point 209 metres east of the intersection of Judds Road and High Street, extending in a western direction for a distance of 9.0 metres.	14 September 2022
High Street	Judds Road	The northern side of High Street, commencing at a point 224 metres east of the intersection of Judds Road and High Street, extending in an eastern direction for a distance of 9.0 metres.	14 September 2022
High Street	Judds Road	The northern side of High Street, commencing at the point 83.2 metres west of the intersection of High Street and	4 April 2012

Location		Description	Date of Resolution
Primary	Secondary		
		Judds Road extending in a western direction for a distance of 15.4 metres.	
High Street	Manchester Street	The southern side of High Street, commencing at a point of 15.5 metres east of the intersection of Manchester Street and High Street, extending in a western direction for 9.0 metres.	14 September 2022
High Street	Manchester Street	The southern side of High Street, commencing at a point of 15.5 metres east of the intersection of Manchester Street and High Street, extending in a western direction for 9.0 metres.	14 September 2022
High Street	Ngaumutawa Road	The northern side of High Street, commencing at the intersection of High Street and Ngaumutawa Road, extending in a western direction for a distance of 25.7 metres.	1 July 2008
High Street	Short Street	The southern side of High Street, commencing at a point of 190 metres west of the intersection of Short Street and High Street, extending in an eastern direction, for a distance of 9.0 metres.	14 September 2022
High Street	Short Street	The southern side of High Street, commencing at a point of 205 metres west of the intersection of Short Street and High Street, extending in a western direction, for a distance of 9.0 metres.	14 September 2022
High Street	Short Street	The southeastern side of High Street, commencing at the intersection of High Street and Short Street, extending in a southwestern direction for a distance of 18.0 metres.	1 July 2008
High Street	South Belt	The southern side of High Street, commencing at a point of 171.5 metres east of the intersection of South Belt and High Street, extending in a western direction, for a distance of 9.0 metres.	14 September 2022
High Street	South Belt	The southern side of High Street, commencing at a point of 186.5 metres east of the intersection of South Belt and High Street, extending in an eastern direction, for a distance of 9.0 metres.	14 September 2022
High Street	South Belt	The southern side of High Street, commencing at the intersection of High Street and South Belt, extending in an eastern direction for a distance of 9.4 metres.	1 July 2008
High Street	South Belt	The southern side of High Street, commencing at the point 82.3 metres east of the intersection of High Street and South Belt, extending in an eastern direction, for a distance of 9.5 metres.	1 July 2008
High Street	Vivian Street	The southern side of High Street, commencing at a point of 88.8 metres east of the intersection of Vivian Street and High Street, extending in a western direction, for a distance of 9.0 metres.	14 September 2022
High Street	Vivian Street	The southern side of High Street, commencing at a point of 103.8 metres east of the intersection of Vivian Street and High Street, extending in an eastern direction, for a distance of 9.0 metres.	14 September 2022

Hope Street	Chapel Street	The west side of Hope Street, commencing at a point 3.8 metres south of the intersection of Hope Street, and Chapel Street and extending in a northern direction for a distance of 11.8 metres.	11 April 2011
Intermediate Street	Daniell Street	The southwestern side of Intermediate Street, commencing at the point 63.1 metres southeast of the intersection of Intermediate Street and Daniel Street, extending in a southeastern direction, for a distance of 7.3 metres.	1 July 2008
Intermediate Street	High Street	The northern side of Intermediate Street commencing at the intersection of Intermediate Street and High Street, extending in a northwestern direction for a distance of 35.9 metres.	1 July 2008
Intermediate Street	York Street	The southwestern side of Intermediate Street, commencing at the intersection of York Street and Intermediate Street, extending in a southeastern direction for a distance of 13.0 metres.	1 July 2008
Intermediate Street School Frontage	Lowes Place	The northeastern side of Intermediate Street, commencing at the point 105.40 metres northwest of the intersection of Intermediate Street and Lowes Place, extending in a northwestern direction, for a distance of 61.70 metres.	1 July 2008
Jackson Street	Chapel Street	The southwestern side of Jackson Street, commencing at a point 54.10 metres south-east of the intersection of Chapel Street and Jackson Street, extending in a southeast direction for a distance of 4.30 metres.	1 July 2008
Jackson Street	Chapel Street	The southwestern side of Jackson Street, commencing at the intersection of Jackson Street and Chapel Street, extending in a southeastern direction for a distance of 17.0 metres.	1 July 2008
Jackson Street	Queen Street	The southwestern side of Jackson Street, commencing at the intersection of Jackson Street and Queen Street,	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		extending in a northwestern direction for a distance of 17.5 metres.	
Jackson Street	Queen Street	The northeastern side of Jackson Street, commencing at the intersection of Jackson Street and Queen Street, extending in a northwestern direction for a distance of 24.0 metres.	1 July 2008
Johnstone Street	Clyde Street	The northeastern side of Johnstone Street, commencing at the point 8.0 metres southeast of the intersection of Clyde Street and Johnstone Street, extending in a southeastern direction, for a distance of 13.5 metres.	1 July 2008
King Street	Chapel Street	The northeastern side of King Street, commencing at the intersection of King Street and Chapel Street, extending in a southeastern direction for a distance of 3.6 metres.	1 July 2008
King Street	Chapel Street	The southwestern side of King Street, commencing at the intersection of King Street and Chapel Street, extending in a southeastern direction for a distance of 9.2 metres.	1 July 2008
King Street	Queen Street	The northeastern side of King Street, commencing at the intersection of King Street and Queen Street, extending in a northwestern direction for a distance of 13.0 metres.	1 July 2008
King Street	Queen Street	The southeastern side of King Street, commencing at the intersection of King Street and Queen Street, extending in a northwestern direction for a distance of 11.1 metres.	1 July 2008
Kiwi Street	Takahe Street	The northeastern side of Kiwi Street, commencing at the intersection of Takahe Street and Kiwi Street, extending in a southeastern direction for a distance of 16.5 metres.	1 July 2008
Lincoln Road (By Masterton Medical – between entrances)		The northeast side of Lincoln Road, commencing at a point 70.2 metres from the northwest side of Chapel Street and extending in a northwest direction for a distance of 5.0 metres.	1 July 2008
Lincoln Road	Chapel Street	The southwestern side of Lincoln Road, commencing at the intersection of Lincoln Road and Chapel Street, extending in a northwestern direction for a distance of 56.2 49.2 metres.	30 September 2013
Lincoln Road	Chapel Street	The northeastern side of Lincoln Road, commencing at the intersection of Lincoln Road and Chapel Street, extending in a northwestern direction for a distance of 19.7 metres.	1 July 2008
Lincoln Road	Chapel Street	The northeastern side of Lincoln Road commencing at a point 99.8 metres northwest of the intersection of Chapel Street and Lincoln Road and extending in a northwestern direction for a distance of 4.3 metres.	21 December 2011
Lincoln Road	Chapel Street	The northeastern side of Lincoln Road commencing at a point 109.5 metres northwest of the intersection of Chapel Street and Lincoln Road extending in northwestern direction for a distance of 3.90 metres.	21 December 2011
Lincoln Road	Chapel Street	The northeastern side of Lincoln Road commencing at point 145.5 metres northwest of the intersection of Chapel Street and Lincoln Road and extending in a northwestern direction for a distance of 5.0 metres.	21 December 2011

Location		Description	Date of Resolution
Primary	Secondary		
Lincoln Road	Chapel Street	The northeastern side of Lincoln Road, commencing at the point 146.1 metres northwest of the intersection of Lincoln Road and Chapel Street, extending in a northwestern direction for a distance of 4.9 metres.	1 July 2008
Lincoln Road	Queen Street	The southwestern side of Lincoln Road, commencing at the intersection of Lincoln Road and Queen Street, extending in a northwestern direction for a distance of 17.5 metres.	1 July 2008
Lincoln Road	Queen Street	The northeastern side of Lincoln Road, commencing at the intersection of Lincoln Road and Queen Street, extending in a northwestern direction for a distance of 17.8 metres.	1 July 2008
Lincoln Road	Queen Street	The southwestern side of Lincoln Road, commencing at the intersection of Lincoln Road and Chapel Street, extending in a southeastern direction for a distance of 33.0 metres.	11 April 2011
Manuka Street	Boltons Road	The eastern side of Manuka Street, commencing at the intersection of Manuka Street and Boltons Road, extending in a northeastern direction for a distance of 44.3 metres.	1 July 2008
Manuka Street	Tankersley Street	The western side of Manuka Street commencing at the point 61 metres south of the intersection of Tankersley Street and Manuka Street, extending in a southern direction for a distance of 41.8 metres.	1 July 2008
McKenna Street	Dixon Street	The southwestern side of McKenna Street, commencing at the intersection of McKenna Street and Dixon Street, extending in a southeastern direction for a distance of 3.8 metres.	1 July 2008
McKenna Street	Dixon Street	The northeastern side of McKenna Street, commencing at the intersection of McKenna Street and Dixon Street, extending in a southeastern direction for a distance of 3.7 metres.	1 July 2008
Memorial Drive	Dixon Street	The southwestern side of Memorial Drive, commencing at the point 338.3 metres southeast of the intersection of Memorial Drive and Dixon Street, extending in a southeastern direction, for a distance of 21.6 metres.	1 July 2008
Michael Street	Chapel Street	The northeastern side of Michael Street, commencing at the intersection of Chapel Street and Michael Street, extending in a northwestern direction for a distance of 12 metres.	11 April 2011
Michael Street	Chapel Street	The southwestern side of Michael Street, commencing at the intersection of Chapel Street and Michael Street, and extending in a northwestern direction for a distance of 6 metres.	11 April 2011
Michael Street	Chapel Street	The southwestern side of Michael Street, commencing at the point of 93.5 metres north west of the intersection of Chapel Street and Michael Street, extending in a northwestern direction for a distance of 38 metres.	16 September 2020
Ngaumutawa Road	Cornwall Street	The southeastern side of Ngaumutawa Road commencing at a point 148 metres northeast of the intersection of Cornwall Street and Ngaumutawa Road extending in a northeastern direction for a distance of 28.2 metres.	21 December 2011

Location		Description	Date of Resolution
Primary	Secondary		
Ngaumutawa Road	Cornwall Street	The southeastern side of Ngaumutawa Road commencing at a point 195.30 metres northeast of the intersection of Cornwall Street and Ngaumutawa Road and extending in a north eastern direction for a distance of 25.50 metres.	21 December 2011
Ngaumutawa Road	Edwin Feist Place	The eastern side of Ngaumutawa Road commencing at the point 189.8 metres south of the intersection of Edwin Feist Place and Ngaumutawa Road, extending in a southern direction for a distance of 105metres.	16 September 2020
Ngaumutawa Road (Solway School Kea Crossing)	Edwin Feist Place	The western side of Ngaumutawa Road, commencing at the point 29.90 metres south of the intersection of Edwin Feist Place and Ngaumutawa Road, extending in a southern direction for a distance of 64.3 metres.	11 April 2018
Ngaumutawa Road	[New road name to be confirmed]	The western side of Ngaumutawa Road from the centre of [New Road – Currently 328 Ngaumutawa Road] for a distance 112m north and 30m south.	13 September 2023
Ngaumutawa Road	High Street SH2	The eastern side of Ngaumutawa Road from the centre of [New Road – Currently 328 Ngaumutawa Road] for a distance 57m north.	13 September 2023
Ngaumutawa Road	Hillcrest Street	The southeastern side of Ngaumutawa Road, commencing at the intersection of Ngaumutawa Road and Hillcrest Street, extending in a southwestern direction for a distance of 492 metres.	7 August 2019
Ngaumutawa Road	Hillcrest Street	The southeastern side of Ngaumutawa Road, commencing at the point 73.0 metres southwest of the intersection of Ngaumutawa Road and Hillcrest Street, extending in a southwestern direction, for a distance of 224.0 metres.	11 April 2011
Ngaumutawa Road	Papawai Place	The south eastern side of Ngaumutawa Road commencing at the intersection of Ngaumutawa Road and Papawai Place extending in a north eastern direction for a distance of 30.0 metres.	22 June 2016
Ngaumutawa Road	Papawai Place	The south eastern side of Ngaumutawa Road commencing at the intersection of Ngaumutawa Road and Papawai Place and extending in a south western direction for a distance of 14.0 metres.	22 June 2016
Ngaumutawa Road (Community Church opposite Panama Village)	Renall Street	The southeastern side of Ngaumutawa Road commencing at a point 250 metres northeast of the intersection of Renall Street and extending in a northeastern direction for a distance of 8.7 metres.	1 July 2008
Ngaumutawa Road	Papawai Place	The southeastern side of Ngaumutawa Road, commencing at the intersection of Papawai Place and Ngaumutawa Road, extending in a northeast direction for a distance of 308 metres.	7 August 2019

Location		Description	Date of Resolution
Primary	Secondary		
Ngaumutawa Road	Papawai Place	The southeastern side of Ngaumutawa Road, commencing at the intersection of Papawai Place and Ngaumutawa Road, extending in a southwest direction for a distance of 58.5 metres.	7 August 2019
Ngaumutawa Road (Panama Village)	Upper Plain Road	The northwestern side of Ngaumutawa Road, commencing at the point 250 metres northeast of the intersection of Upper Plain Road and Ngaumutawa Road, extending in a northeastern direction for a distance of 21 metres.	1 July 2008
Ngaumutawa Road	West Bush Road	The northwestern side of Ngaumutawa Road, commencing at the intersection of Ngaumutawa Road and West Bush Road, extending in a northeastern direction for a distance of 130.0 metres.	11 April 2011
Ngaumutawa Road	West Bush Road	The northwestern side of Ngaumutawa Road, commencing at the intersection of Ngaumutawa Road and West Bush Road, extending in a southwestern direction for a distance of 187.0 metres.	11 April 2011
Opaki Road	First Street	The eastern side of Opaki Road commencing at the intersection of Opaki Road and First Street, extending in a northern direction for a distance of 4.9 metres.	1 July 2008
Opaki Road	Oxford Street	The western side of Opaki Road, commencing at the intersection of Opaki Road and Oxford Street, extending in a northern direction for a distance of 75.0 metres.	22 June 2016
Opaki Road	Te Ore Ore Road and Queen Street	The northwestern side of Opaki Road, commencing at the intersection of Opaki Road and Oxford Street, extending in a southwestern direction, for a distance of 180 metres.	1 July 2008
Opaki Road	Te Ore Ore Road and Queen Street	The southeastern side of Opaki Road, commencing at the point 45.0 metres southwest of the intersection of Te Ore Ore Road and Opaki Road, extending in a southwestern direction, for a distance of 27.0 metres.	11 April 2011
Oxford Street	Opaki Road	The northern side of Oxford Street, commencing at the point 38.2 metres west of the intersection of Oxford Street and Opaki Road, extending in a western direction, for a distance of 93.3 metres.	1 July 2008
Papawai Place	Ngaumutawa Road	The south western side of Papawai Place commencing at the intersection of Papawai Place and Ngaumutawa Road extending in a south eastern direction for a distance of 26.0 metres.	22 June 2016
Papawai Place	Ngaumutawa Road	The south eastern side of Papawai Place commencing at the intersection of Papawai Place and Ngaumutawa Road extending in a south eastern direction for a distance of 145 meters and then changing to a north eastern direction for a further distance of 72.0 metres.	22 June 2016
Park Street	Cricket Street	The southwestern side of Park Street, commencing at the point 4.4 metres northwest of the intersection of Park Street and Cricket Street, extending in a southeastern direction for a distance of 18.5 metres.	11 April 2011

Location		Description	Date of Resolution
Primary	Secondary		
Park Street	Cricket Street	The northeastern side of Park Street, commencing at the intersection of Park Street and Cricket Street, extending in a northwestern direction for a distance of 5.1 metres.	1 July 2008
Park Street	Cricket Street	The northeastern side of Park Street, commencing at the intersection of Park Street and Cricket Street, extending in a southeastern direction for a distance of 6.3 metres.	1 July 2008
Park Street	Dixon Street	The southwestern side of Park Street, commencing at the intersection of Dixon Street and Park Street, extending in a northwestern direction for a distance of 4.4 metres.	1 July 2008
Park Street	Queen Street	The northeastern side of Park Street, commencing at the intersection of Park Street and Queen Street, extending in a southeastern direction for a distance of 9.6 metres.	1 July 2008
Park Street	Queen Street	The southwestern side of Park Street, commencing at the intersection of Park Street and Queen Street, extending in a southeastern direction for a distance of 10.2 metres.	1 July 2008
Perry Street	Chapel Street	The northeastern side of Perry Street, commencing at the intersection of Perry Street and Chapel Street, extending in a southeastern direction for a distance of 8.1 metres.	1 July 2008
Perry Street	Chapel Street	The southwestern side of Perry Street, commencing at the intersection of Perry Street and Chapel Street, extending in a southeastern direction to the intersection of Perry Street and Queen Street.	1 July 2008
Perry Street	Chapel Street	The southwestern side of Perry Street, commencing at the intersection of Perry Street and Chapel Street, extending in a northwestern direction for a distance of 29.0 metres.	1 July 2008
Perry Street	Chapel Street	The northeastern side of Perry Street, commencing at the intersection of Perry Street and Chapel Street, extending in a northwestern direction for a distance of 114.1 metres.	1 July 2008
Perry Street	Chapel Street	The southwestern side of Perry Street, commencing at the point 6.2 metres northwest of the intersection of Perry Street and Cole Street, extending in a northwestern direction for a distance of 29.0 metres.	1 July 2008
Perry Street	Cole Street	The southwestern side of Perry Street, commencing at the point 68.8 metres northwest of the intersection of Perry Street and Cole Street, extending in a northwestern direction for a distance of 22.9 metres.	1 July 2008
Perry Street	Cole Street	The south western side of Perry Street commencing at the point 120.6 metres northwest of the intersection of Perry Street and Cole Street extending in a northwestern direction for a distance of 4.6 metres.	6 May 2015
Perry Street	Cole Street	The south western side of Perry Street commencing at the point 133.6 metres northwest of the intersection of Perry Street and Cole Street extending in a north western direction for a distance of 5.2 metres.	6 May 2015
Perry Street	Coradine Street	The north eastern side of Perry Street commencing at the point 21.9 metres south east of the intersection of Perry Street and Coradine Street extending in a south eastern direction for a distance of 4.5 metres.	6 May 2015

Location		Description	Date of Resolution
Primary	Secondary		
Perry Street	Coradine Street	The southwestern side of Perry Street, commencing at the point of 131 metres south east of the intersection of Coradine Street and Perry Street, extending in a southeastern direction for a distance of 4 metres.	7 August 2019
Perry Street	Queen Street	The northeastern side of Perry Street, commencing at the intersection of Perry Street and Queen Street, extending in a northwestern direction for a distance of 15.1 metres.	1 July 2008
Perry Street	Chapel Street	The northeastern side of Perry Street (cut off), commencing at a point 40.3 north west of the intersection of Chapel Street and Perry Street (cut off), extending in a northwestern direction for a distance of 32.7 metres.	30 September 2013
Pownall Street	Cole Street	The southeastern side of Pownall Street, commencing at the intersection of Pownall Street and Cole Street, extending in a northeastern direction for a distance of 9.6 metres.	1 July 2008
Pownall Street	Cole Street	The western side of Pownall Street, commencing at the point 1 metre north of the intersection of Pownall Street and Cole Street, extending in a northern direction for a distance of 12.3 metres.	1 July 2008
Pownall Street	Cole Street	The eastern side of Pownall Street, commencing at the point 2.7 metres north of the intersection of Pownall Street and Cole Street, extending in a northern direction for a distance of 12.5 metres.	1 July 2008
Pownall Street	Cole Street	The southeastern side of Pownall Street commencing at the point 186.10 metres northeast of the intersection of Pownall Street and Cole Street, extending in a northeastern distance for 11.5 metres.	1 July 2008
Pownall Street	Cole Street	The southeastern side of Pownall Street commencing at the point 282.80 metres northeast of the intersection of Pownall Street and Cole Street, extending in a northeastern direction for a distance of 5 metres.	1 July 2008
Pownall Street	Cole Street	The southeastern side of Pownall Street commencing at the point 307.6 metres northeast of the intersection of Pownall Street and Cole Street, extending in a northeastern direction for a distance of 5 metres.	1 July 2008
Pownall Street (Bend south of St Matthews College)	Cole Street	The southeastern side of Pownall Street commencing at the point 118.3 northeast of the intersection of Pownall Street and Cole Street, extending in a northeastern distance for 27.8 metres.	1 July 2008
Pownall Street (St Matthews College Main Entrance)	Cole Street	The southeastern side of Pownall Street commencing at the point 205.5 metres northeast of the intersection of Pownall Street and Cole Street, extending in a northeastern direction for a distance of 10.0 metres.	1 July 2008
Pownall Street	College Street	The northwestern side of Pownall Street, commencing at the intersection of Pownall Street and College Street, extending in a southwestern direction for a distance of 6.1 metres.	1 July 2008
Pownall Street	College Street	The northwestern side of Pownall Street, commencing at the intersection of Pownall Street and College Street,	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		extending in a northeastern direction for a distance of 4.8 metres.	
Pownall Street	Renall Street	The southeastern side of Pownall Street, commencing at the point 83.1 metres southwest of the intersection of Pownall Street and Renall Street, extending in a southwestern direction, for a distance of 29.5 metres.	1 July 2008
Pownall Street	Renall Street	The southeastern side of Pownall Street, commencing at the point 211.9 metres southwest of the intersection of Pownall Street and Renall Street, extending in a southwestern direction, for a distance of 9.5 metres.	1 July 2008
Pownall Street	Renall Street Corner	The northwestern side of Pownall Street, commencing at a point 0.5 metres southwest of the intersection of Pownall Street and Renall Street and extending in a southwestern direction for a distance of 19.5 metres.	11 April 2011
Pownall Street (Wairarapa College Gates)	Renall Street	The southeastern side of Pownall Street commencing at a point 123.7 metres southwest of the intersection of Pownall Street and Renall Street and extending in a southwestern direction for a distance of 7 metres.	11 April 2011
Pownall Street	Villa Street	The southeastern side of Pownall Street, commencing at the intersection of Pownall Street and Villa Street, extending in a southwestern direction for a distance of 23.5 metres.	1 July 2008
Queen Alexandra Street	Rahiwi Place	The north side of Queen Alexandra Street commencing at the intersection of Queen Alexandra Street and Rahiwi Place, extending in an eastern direction for a distance of 9.00 metres.	1 July 2008
Queen Street (The Warehouse)		The northwestern side of Queen Street commencing at the point 83.1 metres northeast of the intersection of Queen Street and Russell Street and extending in a northeastern direction for a distance of 24.4 metres	1 July 2008
Queen Street	Bannister Street	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Bannister Street, extending in a southwestern direction for a distance of 18.0 metres.	1 July 2008
Queen Street	Bannister Street	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Bannister Street, extending in a northeastern direction for a distance of 15.7 metres.	1 July 2008
Queen Street	Bruce Street	The south-eastern side of Queen Street, commencing at a point 6.0 metres northeast of the intersection Bruce Street with Queen Street, extending in a north-eastern direction for a distance of 6.0 metres.	14 September 2022
Queen Street	Bruce Street	The south-eastern side of Queen Street, commencing at a point 21.0 metres northeast of the intersection Bruce Street with Queen Street, extending in a north-eastern direction for a distance of 9.0 metres.	14 September 2022

Queen Street	Bruce Street	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Bruce Street, extending in a southwestern direction for a distance of 3.5 metres and a northeastern direction for a distance of 7.0 metres.	1 July 2008
Queen Street	Bruce Street	The southeastern side of Queen Street, commencing at the point 56.0 metres southwest of the intersection of Queen Street and Bruce Street, extending in a southwestern direction for a distance of 11.60 metres	1 July 2008
Queen Street	Crayne Street	The northern side of Queen Street, commencing at a point 18.5 metres east of the intersection of Crayne Street and Queen Street, extending in a western direction for a distance of 9.0 metres.	14 September 2022
Queen Street	Crayne Street	The northern side of Queen Street, commencing at a point 33.5 metres east of the intersection of Crayne Street and Queen Street, extending in an eastern direction for a distance of 9.0 metres.	14 September 2022
Queen Street	Crayne Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and Crayne Street, extending in a northeastern direction for a distance of 9.10 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
Queen Street	Crayne Street	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Crayne Street, extending in a southwestern direction for a distance of 14.10 metres.	1 July 2008
Queen Street	Crayne Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and Crayne Street, extending in a southwestern direction for a distance of 14.30 metres.	1 July 2008
Queen Street	Crayne Street	The northern side of Queen Street, commencing at a point 49.60 metres from the intersection of Queen Street and Crayne Street and extending in a westerly direction for a distance of 15.7 metres.	1 July 2008
Queen Street (Pak n Save)	Crayne Street	The northwestern side of Queen Street commencing at the point 92.8 metres northeast of the intersection of Queen Street and Crayne Street, extending in a northeastern direction for a distance of 54.3 metres.	1 July 2008
Queen Street	Crayne Street	The southeastern side of Queen Street, commencing at the point 35.9 metres northeast of the intersection of Queen Street and Crayne Street, extending in a northeastern direction for a distance of 2.2 metres.	1 July 2008
Queen Street	Crayne Street	The southeastern side of Queen Street, commencing at the point 43.5 metres northeast of the intersection of Queen Street and Crayne Street, extending in a northeastern direction for a distance of 4.0 metres.	1 July 2008
Queen Street	Crayne Street	The northern side of Queen Street commencing at a point 94.7 metres from the intersection of Queen Street and Crayne Street, extending in a westerly direction for a distance of 30.30 metres.	1 July 2008
Queen Street (Centre Island)	Crayne Street	The northern side of the central island in Queen Street, commencing at a point 58.5 metres from the intersection of Queen Street and Crayne Street and extending in a westerly direction for a distance of 6.8 metres.	1 July 2008
Queen Street	Dixon Street	The southeastern side of Queen Street, commencing at a point 26.6 metres from the intersection of Dixon Street and Queen Street, extending in a northeastern direction for a distance of 16.4 metres.	1 July 2008
Queen Street (Centre Island)	Dixon Street	The southeastern side of the central island in Queen Street, commencing at a point 23.7 metres from the intersection of Dixon Street and Queen Street, extending in a northeastern direction for a distance of 13.40 metres.	1 July 2008
Queen Street	Jackson Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and Jackson Street, extending in a southwestern direction for a distance of 11.0 metres.	1 July 2008
Queen Street	Jackson Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and Jackson Street,	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		extending in a northeastern direction for a distance of 19.5 metres.	
Queen Street	Jackson Street	The northwestern side of Queen Street, commencing at the point 73.6 metres northeast of the intersection of Queen Street and Jackson Street, extending in a northeastern direction for a distance of 18.2 metres.	1 July 2008
Queen Street	King Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and King Street, extending in a southwestern direction for a distance of 10.4 metres.	1 July 2008
Queen Street	King Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and King Street, extending in a northeastern direction for a distance of 9.0 metres.	1 July 2008
Queen Street	King Street	The northwestern side of Queen Street, commencing at the point 105.5 metres southwest of the intersection of Queen Street and King Street, extending in a southwestern direction, for a distance of 39.1 metres.	1 July 2008
Queen Street	King Street	The northwestern side of Queen Street, commencing at the point 171.8 metres southwest of the intersection of Queen Street and King Street, extending in a southwestern direction, for a distance of 3.3 metres.	1 July 2008
Queen Street	Lincoln Road	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Lincoln Road, extending in a southwestern direction for a distance of 19.0 metres.	1 July 2008
Queen Street	Lincoln Road	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Lincoln Road, extending in a northeastern direction for a distance of 15.1 metres.	1 July 2008
Queen Street	Lincoln Road and Church Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and Lincoln Road, extending in a southwestern direction for a distance of 18.4 metres.	1 July 2008
Queen Street	Lincoln Road and Church Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and Lincoln Road, extending in a northeastern direction for a distance of 19.8 metres.	1 July 2008
Queen Street	Park Street	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Park Street, extending in a northeastern direction for a distance of 12.1 metres.	1 July 2008
Queen Street	Park Street	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Park Street, extending in a southwestern direction for a distance of 19.6 metres.	1 July 2008
Queen Street	Perry Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and Perry Street, extending in a southwestern direction for a distance of 12.8 metres.	1 July 2008
Queen Street	Perry Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and Perry Street,	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
		extending in a northeastern direction for a distance of 19.8 metres.	
Queen Street	Renall Street	The northwestern side of Queen Street, commencing at the intersection of Renall Street and Queen Street, extending in a northeastern direction for a distance of 7.5 metres.	1 July 2008
Queen Street	Renall Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and Renall Street, extending in a southwestern direction for a distance of 7.9 metres.	1 July 2008
Queen Street	Renall Street	The northwestern side of Queen Street, commencing at the point 98.8 metres southwest of the intersection of Queen Street and Renall Street, extending in a southwestern direction for a distance of 6.5 metres.	1 July 2008
Queen Street	Renall Street	The northern side of Queen Street, commencing at a point 127.80 metres southwest of the intersection of Renall Street and Queen Street, extending in a north eastern direction for a distance of 9.0 metres.	14 September 2022
Queen Street	Renall Street	The northern side of Queen Street, commencing at a point 142.80 metres southwest of the intersection of Renall Street and Queen Street, extending in a south western direction for a distance of 9.0 metres.	14 September 2022
Queen Street (The Warehouse)	Russell Street	The northwestern side of Queen Street commencing at the point 43.7 metres northeast of the intersection of Queen Street and Russell Street and extending in a northeastern direction for a distance of 18.3 metres.	1 July 2008
Queen Street	Russell Street	The northwestern side of Queen Street, commencing at the intersection of Queen Street and Russell Street, extending in a northeastern direction for a distance of 15.7 metres.	1 July 2008
Queen Street	Russell Street	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Russell Street extending in a northeastern direction for a distance of 17.0 metres.	1 July 2008
Queen Street	Russell Street	The southeastern side of Queen Street, commencing at the intersection of Russell Street and Queen Street, extending in a southwestern direction for a distance of 20.1 metres.	1 July 2008
Queen Street	Russell Street	The northwestern side of Queen Street, commencing at the intersection of Russell Street and Queen Street, extending in a southwestern direction for a distance of 17.3 metres.	1 July 2008
Queen Street (By Laser Electrical entrance)	Russell Street	The southeastern side of Queen Street commencing at a point 162 metres from the southwest side of Russell Street and extending in a southwest direction for a distance of 3.0 metres.	1 July 2008
Queen Street	Smith Street	The southern side of Queen Street, commencing at a point of 120.3 southwest of the intersection of Smith Street and Queen Street, extending in a south eastern direction, for a distance of 9.0 metres.	14 September 2022

Queen Street	Smith Street	The southern side of Queen Street, commencing at a point of 105.3 southwest of the intersection of Smith Street and Queen Street, extending in a north eastern direction, for a distance of 9.0 metres.	14 September 2022
Queen Street	Worksop Road	The northwestern side of Queen Street, commencing at the point 31.4 metres northeast of the intersection of Queen Street and Renall Street, extending in a northeastern direction, for a distance of 35.0 metres. The southeastern side of Queen Street, commencing at the intersection of Queen Street and Worksop Street, extending in a northeastern direction for a distance of 13.9 metres.	1 July 2008
Queen Street	Worksop Road	The southeastern side of Queen Street, commencing at the point 72.8 metres northeast of the intersection of Queen Street and Worksop Road, extending in a northeastern direction for a distance of 53.9 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
Queen Street	Worksop Road	The southeastern side of Queen Street, commencing at the point 149.8 metres northeast of the intersection of Queen Street and Worksop Road, extending in a northeastern direction for a distance of 6.9 metres.	1 July 2008
Queen Street	Worksop Road	The southeastern side of Queen Street, commencing at the point 176.9 metres northeast of the intersection of Queen Street and Worksop Road, extending in a northeastern direction for a distance of 24.7 metres.	1 July 2008
Queen Street	Worksop Road	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Worksop Road, extending in a southwestern direction for a distance of 7.8 metres.	1 July 2008
Queen Street	Worksop Road	The southeast side of Queen Street, commencing at the intersection of Queen Street and Worksop Road, extending in a northeast direction for a distance of 14.5 metres.	11 April 2011
Rahiwi Place (May 2000)	Queen Alexandra Street	The eastern side of Rahiwi Place commencing at the intersection of Rahiwi Place and Queen Alexandra Street, extending in a northern direction for a distance of 6.0 metres.	1 July 2008
Renall Street	Chapel Street	The southwestern side of Renall Street, commencing at the intersection of Renall Street and Chapel Street, extending in a southeastern direction for a distance of 27.2 metres.	1 July 2008
Renall Street	Chapel Street	The southwestern side of Renall Street, commencing at the intersection of Renall Street and Chapel Street, extending in a northwestern direction for a distance of 17.0 metres.	1 July 2008
Renall Street	Chapel Street	The southwestern side of Renall Street commencing at the point 387 metres northwest of the intersection of Renall Street and Chapel Street extending in a north western direction for a distance of 6.0 metres.	30 September 2013
Renall Street	Chapel Street	The northeastern side of Renall Street, commencing at the intersection of Renall Street and Chapel Street, extending in a northwestern direction for a distance of 29.2 metres.	1 July 2008
Renall Street	Chapel Street	The northeastern side of Renall Street, commencing at the intersection of Renall Street and Chapel Street, extending in a southeastern direction for a distance of 10.3 metres.	1 July 2008
Renall Street (East) (Brakes & Spares – protect off-street customer parking)	Chapel Street	The eastern side of Renall Street, commencing at a point 28 metres southeast of the intersection of Chapel Street and Renall Street, extending in a southeastern direction for a distance of 15.3 metres.	1 July 2008
Renall Street	College Street	The southwestern side of Renall Street commencing at a point 2.5 metres northwest of the southeast side of College Street and extending in a southeastern direction for a distance of 7.2 metres.	1 July 2008

Renall Street	College Street	The southern side of Renall Street, commencing at a point 82.7 metres west of the intersection of College Street and Renall Street, extending in a western direction for a distance of 9 metres.	5 April 2023
Renall Street	College Street	The southern side of Renall Street, commencing at a point of 67.7 metres west of the intersection of College Street and Renall Street, extending in an eastern direction for a distance of 15 metres.	5 April 2023
Renall Street Corner	Ngaumutawa Road	The northeastern side of Renall Street commencing at a point 8.0 metres from the southeastern side of	1 July 2008
Renall Street	Ngaumutawa Road	The northern side of Renall Street, commencing at a point of 142.9 metres east of the intersection of Ngaumutawa Road and Renall Street, extending in an eastern direction for a distance of 9 metres.	5 April 2023
Renall Street	Ngaumutawa Road	The northern side of Renall Street, commencing at a point 127.9 metres east of the intersection of Ngaumutawa Road and Renall Street, extending in a western direction for a distance of 9 metres.	5 April 2023

Location		Description	Date of Resolution
Primary	Secondary		
		Ngaumutawa Road and extending in a southeastern direction for a distance of 7.7 metres.	
Renall Street	Pownall Street	The southwestern side of Renall Street, commencing at the point 10.4 metres southeast of the intersection of Renall Street and Pownall Street, extending in a southeastern direction, for a distance of 5.5 metres.	1 July 2008
Renall Street	Pownall Street	The northeastern side of Renall Street, commencing at the point 13.7 metres northwest of the intersection of Renall Street and Pownall Street, extending in a northwestern direction, for a distance of 5.2 metres.	1 July 2008
Renall Street	Queen Street	The northeastern side of Renall Street commencing at the intersection of Renall Street and Queen Street and extending in a northwestern direction for a distance of 22.3 metres.	1 July 2008
Renall Street	Queen Street	The southwestern side of Renall Street, commencing at the intersection of Renall Street and Queen Street, extending in a northwestern direction for a distance of 11.8 metres.	1 July 2008
Russell Street	Chapel Street	The southwestern side of Russell Street, commencing at the intersection of Russell Street and Chapel Street, extending in a southeast direction for a distance of 0.4 metres.	1 July 2008
Russell Street	Chapel Street	The northeastern side of Russell Street, commencing at the intersection of Chapel Street and Russell Street, extending in a southeastern direction for a distance of 1.7 metres.	1 July 2008
Russell Street	Dixon Street	The southwestern side of Russell Street, commencing at the intersection of Russell Street and Dixon Street, extending in a northwestern direction for a distance of 4.9 metres.	1 July 2008

Russell Street	Dixon Street	The northeastern side of Russell Street, commencing at the intersection of Russell Street and Dixon Street, extending in a northwestern direction for a distance of 4.6 metres.	1 July 2008
Russell Street	Dixon Street	The southwestern side of Russell Street, commencing at the point 25.6 metres northwest of the intersection of Russell Street and Dixon Street, extending in a northwestern direction for a distance of 12.3 metres.	1 July 2008
Russell Street	Queen Street	The northeastern side of Russell Street, commencing at the intersection of Russell Street and Queen Street, extending in a northwestern direction for a distance of 16.8 metres.	1 July 2008
Russell Street	Queen Street	The northeastern side of Russell Street, commencing at the intersection of Russell Street and Queen Street, extending in a southeastern direction for a distance of 16.6 metres.	1 July 2008
Russell Street	Queen Street	The southwestern side of Russell Street, commencing at the intersection of Russell Street and Queen Street, extending in a southeastern direction for a distance of 18.0 metres.	1 July 2008
Russell Street	Queen Street	The southwestern side of Russell Street, commencing at the intersection of Russell Street and Queen Street, extending in a northwestern direction for a distance of 16.7 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
Smith Street		Both sides for the full length of Smith Street.	1 July 2008
South Belt	High Street	The east side of South Belt, commencing at the intersection of South Belt and High Street, extending in a southern direction for a distance of 11.9 metres	1 July 2008
South Road (Central School)	Short Street	The northwestern side of South Road, commencing at the point 90.4 metres southwest of the intersection of South Road and Short Street, extending in a southwestern direction, for a distance of 11.4 metres.	1 July 2008
South Road	Taranaki Street	The southeastern side of South Road, commencing at the point 70.9 metres southwest of the intersection of South Road and Taranaki Street, extending in a southwestern direction, for a distance of 15.7 metres.	1 July 2008
Stamford Place	Third Street	The northern side of Third Street, commencing at the intersection of Third Street and Stamford Place, extending in a western direction for a distance of 8.6 metres.	1 July 2008
Stamford Place	Third Street	The western side of Stamford Place, commencing at the intersection of Third Street and Stamford Place, extending in a northern direction for a distance of 12.7 metres.	1 July 2008
Surrey Street (Solway Kindergarten)	Solway Street	The northern side of Surrey Street, commencing at the point 115.3 metres east of the intersection of Surrey Street and Solway Street, extending in an eastern direction, for a distance of 11.7 metres.	1 July 2008
Takahe Street	Kiwi Street	The southeastern side of Takahe Street, commencing at the intersection of Takahe Street and Kiwi Street, extending in a northeastern direction for a distance of 18.0 metres.	1 July 2008

Te Ore Ore Road (Lakeview School)		The southern side of Te Ore Ore Road commencing at the point 35.3 metres east of the intersection of Te Ore Ore Road and Colombo Road, extending in an eastern direction for a distance of 11.0 metres.	1 July 2008
Te Ore Ore Road	Blair Street	The southern side of Te Ore Ore Road, commencing at the point 161.3 metres east of the intersection of Te Ore Ore Road and Blair Street, extending in an eastern direction, for a distance of 33.7 metres.	1 July 2008
Te Ore Ore Road	Blair Street	The southern side of Te Ore Ore Road, commencing at the intersection of Te Ore Ore Road and Blair Street, extending in an eastern direction for a distance of 20.8 metres.	1 July 2008
Te Ore Ore Road	Blair Street	The southern side of Te Ore Ore Road, commencing at the point 56.3 metres east of the intersection of Te Ore Ore Road and Blair Street, extending in an eastern direction, for a distance of 14.5 metres.	1 July 2008
Te Ore Ore Road	Colombo Road	The southern side of Te Ore Ore Road commencing at the intersection of Te Ore Ore Road and Colombo Road, extending in a western direction for a distance of 31.0 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
Te Ore Ore Road	Colombo Road	The western side of Colombo Road commencing at the intersection of Colombo Road and Te Ore Ore Road and extending in a southern direction for a distance of 30.0 metres.	1 July 2008
Te Ore Ore Road	Montgomery Crescent	The northeastern side of Te Ore Ore Road commencing at point 90 metres southeast of the intersection of Montgomery Crescent and Te Ore Ore Road and extending in a southeastern direction for a distance of 62.7 metres.	21 December 2011
Third Street	Rimu Street	The southern side of Third Street commencing at the point 98.5 metres west of the intersection of Rimu Street and Third Street, extending in a western direction for a distance of 3.4 metres.	1 July 2008
Third Street	Stamford Place	The southern side of Third Street, commencing at the point 138.7 metres west of the intersection of Third Street and Rimu Street, extending in a western direction, for a distance of 27.1 metres.	1 July 2008
Third Street	Stamford Place	The eastern side of Stamford Place, commencing at the intersection of Third Street and Stamford Place, extending in a northern direction for a distance of 11.5 metres.	1 July 2008
Titoki Street (Titoki Manor)		The southwest side of Titoki Street commencing at a point 101.5 metres northwest of the intersection of Totara Street and extending in a northern direction for a distance of 91.10 metres.	1 July 2008
Titoki Street	Lansdowne Park Lifestyle Village	The western side of Titoki Street from the boundary of Lansdowne Park Lifestyle Village and extending in a southern direction for a distance of 19.0 metres.	4 April 2012

Titoki Street	Lansdowne Park Lifestyle Village	The eastern side of Titoki Street from the boundary of Lansdowne Park Lifestyle Village and extending in a southern direction for a distance of 17.0 metres.	4 April 2012
Titoki Street	Totara Street	The south west side of Titoki Street commencing at the intersection of Titoki Street and Totara Street extending in a north western direction for a distance of 101.5m.	28 May 2014
Totara Street (Lansdowne Kindergarten)	Roberts Road	The eastern side of Totara Street, commencing at the point 48.2 metres northeast of the intersection of Totara Street and Roberts Road, extending in a northern direction, for a distance of 29.2 metres.	1 July 2008
Totara Street	Titoki Street	The western side of Totara Street commencing at the intersection of Titoki Street and Totara Street and extending in a south western direction for a distance of 9.0 metres.	28 May 2014
Upper Plain Road	Edith Street	The northeastern side of Upper Plain Road commencing at the point 152.6 metres northwest of the intersection of Upper Plain Road and Edith Street, extending in a northwest direction for a distance of 5.8 metres.	11 April 2011
Upper Plain Road	Edith Street	The northeastern side of Upper Plain Road commencing at the intersection of Upper Plain Road and Edith Street and extending in a northwestern direction for a distance of 6.0 metres.	30 September 2013
Upper Plain Road	Kibblewhite Road	The north-eastern side of Upper Plain Road commencing at the intersection of Kibblewhite road, extending in a South easterly direction, for a distance of 52 metres.	14 September 2022
Upper Plain Road	Kibblewhite Road	The southwestern side of Upper Plain Road commencing at the intersection of Kibblewhite road, extending in a South easterly direction, for a distance of 52 metres.	14 September 2022

Location		Description	Date of Resolution
Primary	Secondary		
Villa Street	Pownall Street	The southern side of Villa Street, commencing at the intersection of Villa Street and Pownall Street, extending in an eastern direction for a distance of 32.1 metres.	1 July 2008
West Bush Road	Ngaumutawa Road	The southwestern side of West Bush Road, commencing at the intersection of West Bush Road and Ngaumutawa Road, extending in a northwestern direction for a distance of 2.0 metres.	1 July 2008
West Bush Road	Ngaumutawa Road	The northeastern side of West Bush Road, commencing at the intersection of West Bush Road and Ngaumutawa Road, extending in a northwestern direction for a distance of 8.2 metres.	1 July 2008
Worksop Road	Bunny Street	The southwestern side of Worksop Road commencing at the intersection of Worksop Road and Bunny Street, extending in a northwestern direction for a distance of 3.8 metres.	1 July 2008
Worksop Road	Bunny Street	The southwestern side of Worksop Road commencing at the intersection of Worksop Road and Bunny Street, extending in a southeastern direction for a distance of 3.5 metres.	1 July 2008
Worksop Road	Dixon Street	The south western side of Worksop Street, commencing at a point of 50.7 metres northwest of the intersection of Dixon Street and Worksop Road extending in a northwestern direction for a distance of 9.0 metres	14 September 2022
Worksop Road	Dixon Street	The south western side of Worksop Street, commencing at a point of 35.7 metres northwest of the intersection of Dixon Street and Worksop Road extending in a south eastern direction for a distance of 9.0 metres.	14 September 2022
Worksop Road	Dixon Street	The southwestern side of Worksop Road, commencing at the intersection of Worksop Road and Dixon Street, extending in a northwestern direction for a distance of 28.9 metres.	1 July 2008
Worksop Road	Dixon Street	The southwestern side of Worksop Road, commencing at the intersection of Worksop Road and Dixon Street, extending in a southeastern direction for a distance of 27.6 metres.	1 July 2008
Worksop Road	Dixon Street	The northeastern side of Worksop Road, commencing at the intersection of Worksop Road and Dixon Street, extending in a northwestern direction for a distance of 23.6 metres.	1 July 2008
Worksop Road	Dixon Street	The northeastern side of Worksop Road, commencing at the intersection of Worksop Road and Dixon Street, extending in a southeastern direction for a distance of 18.0 metres.	1 July 2008
Worksop Road	Queen Street	The southwestern side of Worksop Road, commencing at the intersection of Queen Street and Worksop Road, extending in a southeastern direction for a distance of 18.2 metres.	1 July 2008

Worksop Road	Queen Street	The northeastern side of Worksop Road, commencing at the intersection of Worksop Road and Queen Street, extending in a southeastern direction for a distance of 24.8 metres.	11 April 2011
Wrigley Street	King Street and Chapel Street	The western side of Wrigley Street, commencing at the intersection of Wrigley Street and Chapel Street, extending in a northern direction for a distance of 5.9 metres.	1 July 2008
York Street	Intermediate Street	The southern side of York Street, commencing at the intersection of Intermediate Street and York Street, extending in a southwestern direction for a distance of 15.3 metres.	1 July 2008
York Street	Pownall Street	The western side of Pownall Street, commencing at the intersection of Pownall Street and York Street, extending in a northern direction for a distance of 17.2 metres. The northern side of York Street, commencing at the intersection of York Street and Pownall Street, extending in western direction for a distance of 14.5 metres.	1 July 2008

2F2: No Stopping Areas on Service Lanes

For the purpose of this resolution the definition of ‘intersection’ shall be the intersection point of the boundary lines nearest to the measurement.

Location		Description	Date of Resolution
Primary	Secondary	Areas set aside as no stopping areas on Service Lanes (as referenced to the attached plan):	
Chapel Street (By Supercheap) (379)		Both sides of the service lane off Chapel Street.	11 April 2011
Chapel Street (Opposite McDonalds) (374)		The northeastern side of the service lane off Chapel Street, commencing at the intersection of Chapel Street and the service lane, extending in a southeastern direction for a distance of 63.2 metres.	1 July 2008
Chapel Street (Opposite McDonalds) (374)		The southwestern side of the service lane off Chapel Street, commencing at the intersection of Chapel Street and the service lane, extending in a southeastern direction for a distance of 57.2 metres.	1 July 2008
Chapel Street (378)	Jackson Street	The northeastern side of the service lane joining Chapel Street and Jackson Street, commencing at the intersection of Chapel Street and the service lane, extending in a southeastern direction for a distance of 19.5 metres.	1 July 2008
Chapel Street (378)	Jackson Street	The southwestern side of the service lane joining Chapel Street and Jackson Street, commencing at the intersection of Chapel Street and the service lane, extending in a southeastern direction for a distance of 17.9 metres.	1 July 2008
Chapel Street (378)	Jackson Street	The southwestern side of the service lane joining Chapel Street and Jackson Street, commencing at the point 31.2 metres southeast of the intersection of Chapel Street and the service lane, extending in a southeastern direction for a distance of 9.9 metres then changing to a southwestern direction for a distance of 58.7 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary	Areas set aside as no stopping areas on Service Lanes (as referenced to the attached plan):	
Chapel Street (378)	Jackson Street	The northeastern side of the service lane joining Chapel Street and Jackson Street, commencing at the point 25.5 metres southeast of the intersection of Chapel Street and the service lane, extending in a southeastern direction for a distance of 12.1 metres.	1 July 2008
Church Street (376)	Dixon Street	The southeastern side of the service lane joining Church Street and Dixon Street, commencing at the intersection of Church Street and the service lane, extending in a southwestern direction for a distance of 31.4 metres then changing to a southeastern direction for a distance of 10.1 metres.	1 July 2008
Church Street (376)	Dixon Street	The northwestern side of the service lane joining Church Street and Dixon Street, commencing at the intersection of Church Street and the service lane, extending in a southwestern direction for a distance of 6.1 metres.	1 July 2008
Church Street (376)	Dixon Street	The northwestern side of the service lane joining Church Street and Dixon Street, commencing at the point 11.6 metres southwest of the intersection of Church Street and the service lane, extending in a southwestern direction for a distance of 29.1 metres then changing to a southeastern direction for a distance of 16.1 metres.	1 July 2008
Church Street (376)	Dixon Street	The northeastern side of the service lane joining Church Street and Dixon Street, commencing at the point 24.5 metres northwest of the intersection of Dixon Street and the service lane, extending in a northwestern direction for a distance of 16.6 metres.	1 July 2008
Dixon Street (380)		The southwestern side of the service lane off Dixon Street.	1 July 2008
King Street (373)		The southeastern side of King Street service lane, commencing at the intersection of King Street and King Street service lane, extending in a southwestern direction for a distance of 6.3 metres.	1 July 2008
King Street (373)		The southeastern side of King Street service lane commencing at a point 22.7 metres from the intersection of King Street and King Street service lane and extending in a southwestern direction for a distance of 9.80 metres	30 September 2013
King Street (373)		The southeastern side of King Street service lane commencing at a point 49.5 metres from the intersection of King Street and King Street service lane and extending in a southwestern direction for a distance of 17.10 metres.	30 September 2013
Perry Street (377)		The southeastern side of the service lane off Perry Street, commencing at the intersection of Perry Street and the service lane, extending in a southwestern direction for a distance of 23.0 metres then changing to a southeastern direction for a distance of 11.2 metres.	1 July 2008

Location	Description
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Primary	Secondary	Areas set aside as no stopping areas on Service Lanes (as referenced to the attached plan):	Date of Resolution
Perry Street (377)		The northwestern side of the service lane off Perry Street, commencing at the point 25.5 metres southwest of the intersection of Perry Street and the service lane, extending in a southwestern direction for a distance of 3.8 metres then changing to a southeastern direction for a distance of 20.3 metres.	1 July 2008
Russell Street (382)		The northwestern side of the service lane off Russell Street, commencing at the intersection of Russell Street and the service lane, extending in a southwestern direction for a distance of 29.0 metres.	1 July 2008
Russell Street (382)		The southeastern side of the service lane off Russell Street, commencing at the intersection of Russell Street and the service lane, extending in a southwestern direction for a distance of 29.0 metres.	1 July 2008

2F3: No Stopping in Off Street Parking

For the purpose of this resolution the definition of 'intersection' shall be the intersection point of the boundary lines nearest to the measurement.

Location		Description	Date of Resolution
Primary	Secondary	Areas set aside as no stopping on off street parking areas shall be:	
Chapel Street (Municipal Buildings Carpark)		Along the northeastern side of Pt sec 104 town of Masterton. (Masterton District Council Buildings car park)	1 July 2008
Cricket Street (adjacent to old Methodist Church)	Dixon Street	The north eastern side of Cricket Street; commencing at the intersection of Dixon Street and Cricket Street, extending in a northwestern direction for a distance of 34.7 metres.	26 April 2010
Dixon Street (Warehouse Carpark) 70 Dixon Street		Commencing at the southeastern corner of Lot 2 DP 79762, extending in a northeastern direction for a distance of 12.3 metre, from this point extending in a northwestern to the northeastern corner of Lot 1 DP 79762. (Off Dixon Street between Bannister Street and Worksop Road).	1 July 2008
Dixon Street (Warehouse Carpark) 70 Dixon Street		Along the northwestern side of Lot 3 79762 (Off Dixon Street between Bannister Street and Worksop Road).	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary	Areas set aside as no stopping on off street parking areas shall be:	
Dixon Street (Warehouse Carpark) 70 Dixon Street		Along the northwestern side of Pt. 2 DP 9885, excluding 4.0 metres northeast of the western corner. (Off Dixon Street between Bannister Street and Worksop Road).	1 July 2008
Johnstone Street Carpark		Along the Northeastern side of Lot 20 DP 23439, commencing at the point 5.2 metres southeast of the boundary between Lot 20 DP 23439 and Lot 19 DP 23439, extending for a distance of 9.0 metres (between Johnstone Street and Mākoura College)	1 July 2008
Johnstone Street Carpark		Along the southwestern side of Lot 20 DP 23439 (between Johnstone Street and Mākoura College)	1 July 2008
Johnstone Street Carpark		Along the south side of Lot 20 DP23439	1 July 2008

SCHEDULE 2G: Mobility Parking Spaces

For the purpose of this resolution the definition of ‘intersection’ shall be the intersection point of the boundary lines nearest to the measurement.

Location		Description	Date of Resolution
Primary	Secondary		
Bannister Street	Queen Street	The southwestern side of Bannister Street, commencing at the point 17.4 metres southeast of the intersection of Bannister Street and Queen Street, extending in a southeastern direction for a distance of 3.6 metres.	1 July 2008
Bruce Street (Adjacent to Aratoi Entrance)	Dixon Street	The southwestern side of Bruce Street, commencing at the point 33.5 metres northwest of the intersection of Dixon Street and Bruce Street, extending in a northwestern direction for a distance of 3.6 metres.	1 July 2008
Chapel Street McDonalds Carpark (MDC Section)	Lincoln Road	On the southwestern end of the central parking area on Lot 2 DP 73669.	1 July 2008
Chapel Street (Municipal Building)		On the southeastern side of Pt 104 DP 10582 commencing at a point 14 metres southwest of the eastern corner extending for a distance of 2.5 metres. On the northwestern side of Pt 104 DP 10582 commencing at the northwestern corner for a distance of 2.5 metres.	TBC

Location		Description	Date of Resolution
Primary	Secondary		
Colombo Road (Netball Carpark)		The southwestern side of the carpark adjacent to the netball courts commencing at a point 40.0 metres southeast of Colombo Road and extending in a south eastern direction for a distance of 3.6 metres.	30 September 2013
Colombo Road (Netball Carpark)		The southwestern side of the carpark adjacent to the netball courts commencing at a point 55.0 metres southeast of Colombo Road and extending in a southeast direction for a distance of 3.6 metres.	30 September 2013
Colombo Road (Netball Carpark)		The southwestern side of the carpark adjacent to the netball courts commencing at a point of 64.0 metres southeast of Colombo Road and extending in a southeast direction for a distance of 3.6 metres.	30 September 2013
Colombo Road (Pioneer Carpark)		The northeastern side of the carpark commencing at the southeastern corner of the building and extending in a southeastern direction for a distance of 7.2 metres.	1 July 2008
Colombo Road (Pioneer Carpark)		Adjacent to the southwest corner of the building extending in a northwestern direction for a distance of 3.6 metres.	1 July 2008
Crayne Street		The southwestern side of Crayne Street, commencing at the point 29.8 metres northwest of the intersection of Dixon Street and Crayne Street, extending in northwestern direction for a distance of 6.0 metres.	11 April 2011
Dixon Street (Warehouse Carpark) 70 Dixon Street		On the northeastern side of Lot 6 DP 79762, commencing at a point 27.7 metres northwest of the eastern corner of Lot 6 DP 79762, extending in a northwestern direction for a distance of 3.4 metres. (Car park off Dixon Street between Bannister Street and Worksop Road).	1 July 2008
Dixon Street (Warehouse Carpark) 70 Dixon Street		On the northeastern side of Lot 6 DP 79762, commencing at a point 35.5 metres northwest of the eastern corner of Lot 6 DP 79762, extending in a northwestern direction for a distance of 2.7 metres. (Car park off Dixon Street between Bannister Street and Worksop Road).	1 July 2008
Dixon Street (By Shears History)		On the southwest side of Lot 1 DP6584 commencing at the point 2.7 metres northwest of the southwestern corner and extending in a northwestern direction for a distance of 4.80 metres.	1 July 2008
Dixon Street (Memorial Park)		The carpark adjacent to the Wairarapa Bush Rugby Association Hall commencing at a point 19.6 metres southwest of the southwestern end of the Hall and extending in a southern direction for a distance of 21.3 metres.	1 July 2008
Dixon Street (Opposite Recreation Centre)	Bruce Street	The southeastern side of Dixon Street commencing at a point 74.2 metres northeast of the intersection of Dixon Street and Bruce Street, extending in a northeastern direction for a distance of 3.6 metres.	11 April 2011
Dixon Street (Opposite Rec. Centre)	Bruce Street	The southeastern side of Dixon Street, commencing at a point 94.10 metres northeast of the intersection of Dixon Street and Bruce Street, extending in northeast direction for a distance of 3.6 metres.	11 April 2011

Location		Description	Date of Resolution
Primary	Secondary		
Dixon Street (Park Frontage)	Bruce Street	On the southeastern side of Dixon Street commencing at a point 21.1 metres from the intersection of Bruce and Dixon Streets extending in a southwesterly direction for a distance of 3.6 metres.	11 April 2011
Essex Street (Essex Street Carpark) (By Services Club)		The western side of the carpark commencing at a point 20.0 metres from the Essex Street boundary and extending in a northern direction for a distance of 3.6 metres.	1 July 2008
Essex Street (Essex Street Carpark) (By Services Club)		The western boundary commencing at a point 44.0 metres from the Essex Street boundary and extending in a northeastern direction for a distance of 3.6 metres.	1 July 2008
Essex Street Carpark (adjacent to Property Brokers)		The south eastern side of the Essex Street carpark, commencing at a point 3.4 metres from the north eastern boundary extending in a south western direction for a distance of 3.7 metres.	26 April 2010
Henley Lake (Carpark by boatshed)		The western side of the carpark adjacent to the north end of the boat shed commencing at a point 2.6 metres from north of the boat shed and extending in a northern direction for a distance of 3.6 metres.	1 July 2008
Henley Lake (Carpark by boatshed)		The southeastern side of the carpark commencing at a point 12.5 metres south of the entrance to the boat ramp and extending in a southwestern direction for a distance of 6.2 metres.	11 April 2011
Kuripuni (Mobility Parking Space)	Crayne Street	The northern side of the central island on Queen Street commencing at a point 65.3 metres from the intersection of Crayne and Queen Streets and extending in a westerly direction for a distance of 4 metres.	1 July 2008
Library Square Carpark		On the southeastern side of Pt 76 Town of Masterton commencing at a point 1.1 metres from the southeastern corner of the carparking area and extending in a northwestern direction for a distance of 2.7 metres.	11 April 2011
Perry Street (Cowie Place)		On the northwestern side of Pt Lot 3 DP 10582 commencing at the southwestern corner extending on a northwesterly direction for 7.2 metres.	1 July 2008
Perry-Chapel carpark (Town Square)		On the northwestern side of Lot 4 DP 85785 adjacent to (Town Square).	14 August 2013
Pownall Street (York Street Kindergarten Carpark)		The southwestern side of the carpark commencing at a point 46.5 metres southeast of the Pownall Street boundary and extending in a southeastern direction for a distance of 3.0 metres.	1 July 2008
Queen Elizabeth Park (Carpark by boatshed)		On the northwest corner of the carpark adjacent to Bowling club and extending in a southeastern direction for a distance of 3.6 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary		
Queen Street	Bannister Street	The southeastern side of Queen Street, commencing at the point 12.4 metres northeastern of the intersection of Queen Street and Bannister Street, extending in a northeastern direction for a distance of 4.8 metres.	11 April 2011
Queen Street	Church Street	The southeastern side of Queen Street, commencing at the point 11.7 metres northeast of the intersection of Queen Street and Church Street, extending in a northeastern direction for a distance of 4.8 metres.	11 April 2011
Queen Street	Church Street	The southeastern side of Queen Street, commencing at the point 28.1 metres southwestern of the intersection of Queen Street and Church Street, extending in a southwestern direction for a distance of 4.7 metres.	11 April 2011
Queen Street	Jackson Street	The northwestern side of Queen Street, commencing at the point 72.9 metres northeast of the intersection of Queen Street and Jackson Street, extending in a northeastern direction for a distance of 5.0 metres.	11 April 2011
Queen Street	Park Street	The southeastern side of Queen Street, commencing at the point 23.0 metres southwest of the intersection of Queen Street and Park Street, extending in a southwestern direction for a distance of 4.8 metres.	11 April 2011
Queen Street	Park Street	The southeastern side of Queen Street, commencing at the point 9.3 metres northeast of the intersection of Queen Street and Park Street, extending in a northeastern direction for a distance of 4.9 metres.	11 April 2011
Queen Street	Perry Street	The northwestern side of Queen Street, commencing at the point 13.8 metres southwest of the intersection of Queen Street and Perry Street, extending in a southwestern direction for a distance of 5.5 metres.	11 April 2011
Queen Street	Worksop Road	The northwestern side of Queen Street, commencing at the point 70.0 metres northeast of the intersection of Queen Street and Renall Street, extending in a northeastern direction for a distance of 4.0 metres.	11 April 2011

SCHEDULE 2H: Small Passenger Service Vehicle Stands

For the purpose of this resolution the definition of 'intersection' shall be the intersection point of the boundary lines nearest to the measurement.

Location		Description	Date of Resolution
Primary	Secondary		
Church Street	Queen Street	The portions of the streets which are constituted as Small Passenger Service Vehicle Stands are: The southwestern side of Church Street, commencing at the point 15.5 metres southeast of the intersection of Church Street and Queen Street, extending in a southeastern direction for a distance of 13.2 metres.	1 July 2008
Jackson Street	Queen Street	Between the hours of 6.00pm and 8.00am the following day. The southwestern side of Jackson Street, commencing at the point 17.5 metres northwest of the intersection of Jackson	11 April 2011

Location		Description	Date of Resolution
Primary	Secondary	The portions of the streets which are constituted as Small Passenger Service Vehicle Stands are:	
		Street and Queen Street, extending in a northwestern direction for a distance of 13.7 metres. Note: This site is scheduled as a Loading Zone between the hours of 8.00am to 6.00pm.	
Perry Street	Queen Street	Between the hours of 6.00pm and 8.00am the following day. The northeastern side of Perry Street, commencing at the point 15.1 metres northwest of the intersection of Perry Street and Queen Street, extending in a northwestern direction for a distance of 12.8 metres. Note: This site is scheduled as a Loading Zone between the hours of 8.00am to 6.00pm.	11 April 2011

SCHEDULE 21: Bus Stops

For the purpose of this resolution the definition of 'intersection' shall be the intersection point of the boundary lines nearest to the measurement.

Location		Description	Date of Resolution
Primary	Secondary	The portions of the streets which are constituted as Bus Stands:	
Chapel Street (St Patricks School)	Renall Street	The northwestern side of Chapel Street, commencing at the point 194.8 metres southwest of the intersection of Chapel Street and Renall Street, extending in a southwestern direction for a distance of 30.7 metres.	1 July 2008
Chapel Street (Opposite Pak n Save)	Crayne Street	The south eastern side of Chapel Street, commencing at the point 85.6 metres north east of the intersection of Chapel Street and Crayne Street, extending in a northeastern direction for a distance of 12.0 metres.	5 October 2009
Chapel Street (Opposite St Patricks School)	Renall Street	The southeastern side of Chapel Street, commencing at the point 252.6 metres southwest of the intersection of Chapel Street and Renall Street, extending in a southwestern direction for a distance of 27.3 metres.	1 July 2008
Church Street (Intersection)	Queen Street	The northeastern side of Church Street, commencing at the point 14.9 metres southeast of the intersection of Church Street and Queen Street, extending in a southeastern direction for a distance of 15.4 metres.	1 July 2008
Dixon Street (By Recreation Centre)	Bruce Street	The northwestern side of Dixon Street commencing at a point 141.9 metres northeast of the intersection of Dixon Street and Bruce Street and extending in a northeasterly direction for a distance of 38.1 metres.	1 July 2008
Herbert Street (Chanel College)	Dixon Street	The southwestern side of Herbert Street, commencing at the point 374.2 metres southeast of the intersection of Herbert Street and Dixon Street, extending in a southeastern direction for a distance of 14.0 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary	The portions of the streets which are constituted as Bus Stands:	
High Street	Judds Road	The northern side of High Street, commencing at a point 68.7 metres west of the intersection of Judds Road and High Street, extending in a western direction for a distance of 15 metres.	14 September 2022
High Street	South Belt	The southern side of High Street, commencing at a point of 171.5 metres east of the intersection of South Belt and High Street, extending in an eastern direction, for a distance of 15 metres.	14 September 2022
High Street	Judds Road	The northern side of High Street, commencing at a point 209 metres east of the intersection of Judds Road and High Street, extending in a western direction for a distance of 15 metres.	14 September 2022
High Street	Manchester Street	The southern side of High Street, commencing at a point of 15.5 metres east of the intersection of Manchester Street and High Street, extending in an eastern direction, for a distance of 15 metres.	14 September 2022
High Street	Fleet Street	The northern side of High Street, commencing at a point 7.8 metres east of the intersection of Fleet Street and High Street, extending in an eastern direction for a distance of 15 metres.	14 September 2022
High Street	Derby Street	The southern side of High Street, commencing at a point of 14.6 metres west of the intersection of Derby Street and High Street, extending in a western direction, for a distance of 15 metres.	14 September 2022
High Street	Bledisloe Street	The northern side of High Street, commencing at a point 167.8 metres east of the intersection of Bledisloe Street and High Street, extending in an eastern direction for a distance of 15 metres.	14 September 2022
High Street	Vivian Street	The southern side of High Street, commencing at a point of 88.8 metres east of the intersection of Vivian Street and High Street, extending in an eastern direction, for a distance of 15 metres.	14 September 2022
High Street	Intermediate Street	The northern side of High Street, commencing at a point 175.6 metres west of the intersection of Intermediate Street and High Street, extending in a western direction for a distance of 15 metres.	14 September 2022
High Street	Short Street	The southern side of High Street, commencing at a point of 190 metres west of the intersection of Short Street and High Street, extending in a western direction, for a distance of 15 metres.	14 September 2022
Intermediate Street (Intermediate School)	Daniell Street	The southwestern side of Intermediate Street, commencing at the point 42.3 metres southeast of the intersection of Intermediate Street and Daniel Street, extending in a southeastern direction for a distance of 15.1 metres.	1 July 2008

Location		Description	Date of Resolution
Primary	Secondary	The portions of the streets which are constituted as Bus Stands:	
Intermediate Street (Intermediate School)	Lowes Place	The northeastern side of Intermediate Street commencing at the point 166.10 metres northwest of the intersection of Intermediate Street and Lowes Place extending in a northwestern direction for a distance of 30.0 metres.	1 July 2008
Mākoura Road (Mākoura College)	Johnstone Street	The eastern side of Mākoura Road, commencing at the point 57.0 m south of the intersection of Johnstone Street and Mākoura Road, extending in a southern direction for a distance of 12 metres.	1 July 2008
Mākoura Road (Mākoura College)	Johnstone Street	The western side of Mākoura Road, commencing at the point 115m south of the intersection of Johnstone Street and Mākoura Road, extending in a southern direction for a distance of 12 metres.	1 July 2008
Pownall Street (adjacent to St Matthews)	Cole Street	The south eastern side of Pownall Street commencing at the point 215.5 metres, north east of the intersection of Pownall Street and Cole Street, extending in a north eastern direction for a distance of 27.5 metres.	6 May 2015
Pownall Street (St Matthews College)	Kummer Crescent	The northwestern side of Pownall Street commencing at the point 10.7 metres southwest of the intersection of Pownall Street and Kummer Crescent and extending in a southwestern direction for a distance of 14 metres	1 July 2008
Pownall Street (Wairarapa College)	Renall Street	The eastern side of Pownall Street, commencing at a point 180 metres southwest of the intersection of Pownall Street and Renall Street and extending in a southwestern direction for a distance of 38 metres.	16 September 2020
Renall Street	College Street	The southern side of Renall Street, commencing at a point 82.7 metres west of the intersection of College Street and Renall Street, extending in an eastern direction for a distance of 15 metres.	5 April 2023
Renall Street	Ngaumutawa Road	The northern side of Renall Street, commencing at a point 142.9 metres east of the intersection of Ngāumutawa Road and Renall Street, extending in a western direction for a distance of 15 metres.	5 April 2023
Queen Street	Bruce Street	The south-eastern side of Queen Street, commencing at a point 6.0 metres northeast of the intersection Bruce Street with Queen Street, extending in a north-eastern direction	14 September 2022
Queen Street (Kuripuni by Pak'n'Save)	Crayne Street	The northwestern side of Queen Street, commencing at the point 9.0 metres northeast of the intersection of Queen Street and Crayne Street, extending in a northeastern direction for a distance of 16.2 metres.	1 July 2008
Queen Street (opposite Tranzit Buses)	Harlequin Street	The south eastern side of Queen Street commencing at the point 137.0 metres, north east of the intersection of Queen Street and Harlequin Street, extending in a north eastern direction for a distance of 14.0 metres.	15 December 2008
Queen Street (Tranzit Buses)	Renall Street	The northwestern side of Queen Street, commencing at the point 125.9 metres southwest of the intersection of Queen Street and Renall Street, extending in a southwestern direction for a distance of 26.4 metres.	1 July 2008

Queen Street	Renall Street	The northern side of Queen Street, commencing at a point 127.80 metres southwest of the intersection of Renall Street and Queen Street, extending in a southwestern direction for a distance of 15 metres.	14 September 2022
South Road (Masterton Primary School)	Short Street	The northwestern side of South Road, commencing at the point 65.4 metres southwest of the intersection of South Road and Short Street, extending in a southwestern direction for a distance of 9.9 metres.	1 July 2008
Queen Street	Smith Street	The southern side of Queen Street, commencing at a point of 120.3 southwest of the intersection of Smith Street and Queen Street, extending in an eastern direction, for a distance of 15 metres.	14 September 2022
South Road (Masterton Primary School)	Taranaki Street	The southeastern side of South Road, commencing at the point 114.3 metres southwest of the intersection of South Road and Taranaki Street, extending in a southwestern direction for a distance of 13.9 metres.	1 July 2008
Workshop Street	Dixon Street	The southwestern side of Workshop Street, commencing at a point of 35.7 metres northwest of the intersection of Dixon Street and Workshop Road extending in a north-western direction for a distance of 15 metres.	14 September 2022
Workshop Road (St Lukes Church)	Queen Street	The southwestern side of Workshop Road, commencing at the point 41.9 metres southeast of the intersection of Queen Street and Workshop Road, extending in a southeastern direction for a distance of 12.0 metres.	1 July 2008

SCHEDULE 2J: Loading Zone

For the purpose of this resolution the definition of 'intersection' shall be the intersection point of the boundary lines nearest to the measurement.

Location		Description	Date of Resolution
Primary	Secondary		
Albert Street (adjacent to Hazelwoods and Couriers)	Chapel Street	The south western side of Albert Street commencing at the point 44.8 metres, north west of the intersection of Albert Street and Chapel Street, extending in a northwestern direction for a distance of 14.8 metres.	15 December 2008
Bannister Street	Dixon Street	The northeastern side of Bannister Street, commencing at the point 26.2 metres northwest of the intersection of Dixon Street and Bannister Street, extending in a northwestern direction for a distance of 11.5 metres (P-10 time limit).	1 July 2008
Bannister Street	Masonic Street	The northeastern side of Bannister Street, commencing at the point 112 metres northwest of the intersection of Masonic Street and Bannister Street, extending in a northwestern direction for a distance of 9 metres.	1 July 2008
Bannister Street	Queen Street	The southwest side of Bannister Street commencing at the point 51.5 metres southeast of the intersection of Bannister Street and Queen Street extending in a southeastern direction for a distance of 17.2 metres.	21 December 2011

Bruce Street P-5 time limit (Aratoi Main Entrance)		The southwestern side of Bruce Street commencing at the point 20.7 metres northwest of the intersection of Dixon Street and Bruce Street, extending in a northwestern direction for a distance of 12.8 metres.	1 July 2008
Chapel Street (Service Lane)	Jackson Street	The northeastern side of the service lane joining Chapel Street and Jackson Street, commencing at the point 19.5 metres southeast of the intersection of Chapel Street and the service lane, extending in a southeastern direction for a distance of 6.0 metres.	1 July 2008
Cricket Street (Service Lane)	Park Street	The northwestern side of Cricket Street, commencing at the point 61.6 metres southwest of the intersection of Cricket Street and Park Street, extending in a southwestern direction for a distance of 20.8 metres.	1 July 2008
Dixon Street (Warehouse Car park) 70 Dixon Street		The northeastern side of Lot 6 DP 79762 commencing at the northeastern corner of Lot 6 DP 79762 and extending in a southeastern direction for a distance of 7.0 metres.	30 September 2013
Jackson Street	Queen Street	Between the hours of 8.00am and 6.00pm. The southwestern side of Jackson Street, commencing at the point 17.5 metres northwest of the intersection of Jackson Street and Queen Street, extending in a northwestern direction for a distance of 13.7 metres. Note: This site is scheduled as a Taxi Stand between the hours of 6.00pm to 8.00am the following day.	11 April 2011
King Street (Service lane)		The southeastern side of King Street service lane commencing at a point 32.5 metres from the intersection of King Street and King Street service lane and extending in a southwestern direction for a distance of 17.0 metres.	30 September 2013
Park Street	Queen Street	The southwestern side of Park Street, commencing at the point 10.2 metres southeast of the intersection of Park Street and Queen Street, extending in a southeastern direction for a distance of 10.7 metres.	1 July 2008
Perry Street	Queen Street	Between the hours of 8.00am and 6.00pm. The northeastern side of Perry Street, commencing at the point 15.1 metres northwest of the intersection of Perry Street and Queen Street, extending in a northwestern direction for a distance of 12.8 metres. Note: This site is scheduled as a Taxi Stand between the hours of 6.00pm and 8.00am the following day.	11 April 2011
Queen Street	Bruce Street	The southeastern side of Queen Street, commencing at the point 29.8metres intersection of Queen Street and Bruce Street, extending in a northeast direction for a distance of 37.6metres.	16 September 2020
Russell Street	Dixon Street	The southwestern side of Russell Street, concerning at the point 65.1 metres northwest of the intersection of Russell Street and Dixon Street, extending in a northwestern direction for a distance of 10 metres.	1 July 2008
Church Street (Service Lane)	Dixon Street	The northwestern side of the service lane joining Church Street and Dixon Street, commencing at the point 6.1 metres southwest of the intersection of Church Street and the service lane,	1 July 2008

SCHEDULE 2K: Pie Cart Stands

For the purpose of this resolution the definition of ‘intersection’ shall be the intersection point of the boundary lines nearest to the measurement.

Location		Description	Date of Resolution
Primary	Secondary	The portions of streets which are constituted as pie cart stands are:	
Lincoln Road	Chapel Street	The southwestern side of Lincoln Road, commencing at the point 31.5 metres southeast of the intersection of Lincoln Road and Chapel Street, extending in a southeastern direction for a distance of 11.0 metres. Note: This portion of the street is designated as a pie cart stand and will revert to P-5 parking as listed in Schedule L – Restricted Parking Areas when the pie cart is not on the site.	11 April 2011

SCHEDULE 2L: Restricted Parking Areas

For the purpose of this resolution the definition of ‘intersection’ shall be the intersection point of the boundary lines nearest to the measurement.

Location	Description	Parking Restriction	Date of Resolution
	Areas set aside as restricted parking areas shall be:		
<i>The following areas are restricted to continuous parking of a maximum of 120 minutes:</i>			
Bannister Street	The southwestern side of Bannister Street commencing at the point 17.4 metres southeast of the intersection of Queen Street and Bannister Street extending in a south east direction for a distance of 25.10 metres.	P120	21 December 2011
Blair Street	The western side of Blair Street commencing at the intersection of Te Ore Ore Road and extending in a southwest direction for a distance of 185.0 metres.	P-120	1 July 2008
Chapel Street (ACC Car Park)	That part of land being Land Transfer Plan LT341555 (off Chapel Street and Service Lane by National Bank)	P-120	1 July 2008
Chapel Street (McDonalds)	Along the southeastern side of the car park situated on <ul style="list-style-type: none"> • Lot 2 DP 73669 (Adjoining Lincoln Road and Chapel Street) 	P-120	1 July 2008
Church Street (Dixon Street to No.28 Church Street)	The southwestern side of Church Street commencing at a point 16.1 metres southeast of the intersection of Dixon Street and Church Street, extending in a southeastern direction for a distance of 83.08 metres.	P-120	11 April 2011
Church Street (Dixon Street to Police Station)	The northeastern side of Church Street commencing at a point 29.8 metres southeast of the intersection of Dixon Street and Church Street, extending in a southeastern direction for a distance of 23.2 metres.	P-120	11 April 2011
Crayne Street (Queen Street to Chapel Street)	The northeastern side of Crayne Street, commencing at a point 45.6 metres southeast of the intersection of Crayne Street and Chapel Street, extending in a southeastern direction for a distance of 36.0 metres.	P-120	11 April 2011

Crayne Street (Queen Street to Chapel Street)	The southwestern side of Crayne Street, commencing at a point 6.0 metres southeast of the intersection of Crayne Street and Chapel Street, extending in a southeastern direction for a distance of 76.8 metres.	P-120	11 April 2011
Crayne Street (Queen Street to Dixon Street)	The southwestern side of Crayne Street, commencing at a point 8.5 metres northwest of the intersection of Crayne Street and Dixon Street, extending in a northwestern direction for a distance of 82.1 metres.	P-120	11 April 2011

Location	Description Areas set aside as restricted parking areas shall be:	Parking Restriction	Date of Resolution
Dixon Street (Warehouse Carpark) 70 Dixon Street	The car park situated on <ul style="list-style-type: none"> Lot 3 DP 79762 Lot 4 DP 79762 Lot 5 DP 79762 Lot 6 DP 79762 Pt 2 DP 9885 (Off Dixon Street between Bannister Street and Worksop Road).	P-120	11 April 2011
Dixon Street (Bannister Street to Church Street)	The northwestern side of Dixon Street, commencing at a point 6.1 metres northeast of the intersection of Dixon Street and Bannister Street, extending in a northeastern direction for a distance of 48.3 metres.	P-120	11 April 2011
Dixon Street (Cricket Street to Bruce Street)	The northwestern side of Dixon Street, commencing at a point 12.9 metres southwest of the intersection of Dixon Street and Bruce Street, extending in a southwest direction for a distance of 22.5 metres.	P-120	11 April 2011
Dixon Street (Southeys Car park)	The car park situated on <ul style="list-style-type: none"> Lot 1 DP 81637 (Adjoining Dixon Street and Cricket Street)	P-120	11 April 2011
Dixon Street (Worksop Road to Waggs)	The southeastern side of Dixon Street, commencing at a point 26.5 metres northeast of the intersection of Dixon Street and Worksop Road, extending in a northeastern direction for a distance of 34.4 metres.	P-120	11 April 2011
Library and the former Departmental Building (Car park)	The car park situated on <ul style="list-style-type: none"> Pt. 76 Town of Masterton (Library and former Departmental Building Carpark)	P-120	11 April 2011
Lincoln Road	The southwestern side of Lincoln Road, commencing at the point 16.1 metres northwest of the intersection of Lincoln Road and Queen Street, extending in a northwestern direction for a distance of 21.0 metres.	P-120	11 April 2011
Lincoln Road	The northeastern side of Lincoln Road, commencing at the point 20.9 metres northwest of the intersection of Lincoln Road and Chapel Street, extending in a northwestern direction for a distance of 35.9 metres.	P-120	11 April 2011

Lincoln Road	The northeastern side of Lincoln Road, commencing at a distance 81.6 metres northwest of the intersection of Lincoln Road and Chapel Street, extending in a northwestern direction for a distance of 106.5 metres.	P-120	11 April 2011
Lincoln Road	The southwestern side of Lincoln Road commencing at the point 49.2 metres northwest of the intersection of Lincoln Road and Chapel Street and extending in a northwestern direction for a distance of 173.3 metres.	P120	30 September 2013
Park Street (adjacent to Cricket Street)	The southwestern side of Park Street starting at a point 4.2 metres northwest of the intersection of Park Street and Cricket Street, extending in a northwestern direction for 2.4 metres.	P-120	11 April 2011

Location	Description	Parking Restriction	Date of Resolution
	Areas set aside as restricted parking areas shall be:		
Perry Street	The southwestern side of Perry Street, commencing at the point 40 metres northwest of the intersection of Perry Street and Cole Street, extending in a north western direction for a distance of 197.2 metres.	P-120	28 October 2015
Perry Street (extension by Municipal Building)	The southwestern side of Perry Street, commencing at the intersection of Perry Street and Chapel Street, extending in a northwestern direction for a distance of 67.0 metres.	P-120	11 April 2011
Perry Street (Health 2000)	The car park situated on <ul style="list-style-type: none"> Pt. Lot 1 DP 2806 (Off Perry Street) 	P-120	1 July 2008
Queen Street (opposite Regent Theatre)	The southeastern side of Queen Street, commencing at a point 126.7 metres northeast of the intersection of Queen Street and Worksop Road, extending in a northeastern direction for a distance of 4.0 metres.	P-120	11 April 2011
Queen Street (Resene frontage)	The northwestern side of Queen Street, commencing at the point 7.7 metres northeast of the intersection of Queen Street and Renall Street, extending in a northwestern direction for a distance of 23.6 metres.	P-120	11 April 2011
Queen Street (Russell Street to Crayne Street)	The southeastern side of Queen Street, commencing at the intersection of Queen Street and Crayne Street, extending in a northeastern direction for a distance of 175.2 metres.	P-120	11 April 2011
Queen Street (Secondary – Smith Street)	The south eastern side of Queen Street, commencing at the point of 10.0 metres southwest of the intersection of Queen Street and Smith Street extending in a southwestern direction for a distance of 116.7 metres.	P-120	15 May 2019
Queen Street One space between bus stop and Bin Inn (Secondary – Smith Street)	The southeastern side of Queen Street, commencing at the point of 154.6 metres southwest of the intersection of Queen Street and Smith Street extending in a southwestern direction for a distance of 5.4 metres.	P-120	15 May 2019

Queen Street Between Bin Inn and Colour Plus (Secondary – Harlequin Street)	The southeastern side of Queen Street, commencing at the point of 42.7 metres northeast of the intersection of Queen Street and Harlequin Street extending in a northeastern direction for a distance of 33 metres.	P-120	15 May 2019
Renall Street (Secondary – Queen Street)	The south western side of Renall Street, commencing at the point of 12.0 metres northwest of the intersection of Queen Street and Renall Street, extending in a northwestern direction for a distance of 55.3 metres.	P-120	15 May 2019
Te Ore Ore Road	The southwestern side of Te Ore Ore Road commencing at a point 25.0 metres southeast of the intersection Blair Street, and extending for a distance of 133.0 metres	P-120	1 July 2008
Worksop Road	The southwestern side of Worksop Road commencing at the point 30.0 meters southeast of the intersection of Dixon Street and Worksop Road extending in a southeastern direction for a distance of 44.0 metres.	P-120	27 June 2012

Location	Description	Parking Restriction	Date of Resolution
	Areas set aside as restricted parking areas shall be:		
Worksop Road	The northeastern side of Worksop Road commencing at the point 25.3 meters southeast of the intersection of Dixon Street and Worksop Road extending in a southeastern direction for a distance of 55.0 metres.	p-120	27 June 2012
<i>The following areas are restricted to continuous parking of a maximum of 60 minutes:</i>			
Bannister Street	The northeastern side of Bannister Street, commencing at the point 21.5 metres southeast of the intersection of Dixon Street and Bannister Street, extending in a southeastern direction for a distance of 7.3 metres.	P-60	1 July 2008
Bannister Street	The southwestern side of Bannister Street, commencing at the point 8.8 metres southeast of the intersection of Dixon Street and Bannister Street extending in a southeastern direction for a distance of 9.4 metres.	P-60	1 July 2008
Bruce Street	The southwestern side of Bruce Street, commencing at the point 5.0 metres northwestern of the intersection of Bruce Street and Dixon Street, extending in a northwestern direction for a distance of 15.6 metres.	P-60	1 July 2008
Bruce Street	The southwestern side of Bruce Street, commencing at the point 37.0 metres northwest of the intersection of Bruce Street and Dixon Street, extending in a northwestern direction for a distance of 11.20 metres.	P-60	1 July 2008
Bruce Street	The southwestern side of Bruce Street, commencing at the point 2.6 metres southeast of the intersection of Bruce Street and Queen Street, extending in a southeastern direction for a distance of 44.9 metres.	P-60	1 July 2008
Bruce Street	The northeastern side of Bruce Street, commencing at the point 2.3 metres southeast of the intersection of Bruce Street and Queen Street, extending in a southeastern direction a distance of 42.4 metres.	P-60	1 July 2008

Chapel/Wrigley Streets	The northwestern side of Chapel Street, commencing at the point 4.5 metres southwest of the intersection of Chapel Street and Wrigley Street, extending in a southwestern direction for a distance of 109 metres	P-60	1 July 2008
Cole Street	The southwestern side of Cole Street, commencing at the point 10.0 metres southeast of the northwest cnr of Lot 1 DP 4390 extending in a southeastern direction for a distance of 22 metres.	P-60	1 July 2008
Dixon Street	The northwestern side of Dixon Street commencing at a point 32.5 metres southwest of the intersection of Dixon Street and Worksop Road, extending in a southwest direction for a distance of 27.2 metres.	P-60	1 July 2008
Dixon Street (Bruce Street)	The southeastern side of Dixon Street commencing at a point 23.4metres northeastern of the intersection of Dixon Street and Bruce Street extending in a northeast direction for a distance of 5.7 metres.	P-60	23 May 2018
King Street	The southwestern side of King Street, commencing at the point 9.2 metres southeast of the intersection of King Street and Chapel Street, extending in a southeastern direction for a distance of 80.8 metres.	P-60	11 April 2011

Location	Description	Parking Restriction	Date of Resolution
	Areas set aside as restricted parking areas shall be:		
King Street	The northeastern side of King Street, commencing at the point 3.6 metres southeast of the intersection of King Street and Chapel Street, extending in a southeastern direction for a distance of 84.2 metres.	P-60	1 July 2008
Queen Street	The southeastern side of Queen Street, commencing at the point 5.5 metres southwest of the intersection of Queen Street and Bruce Street, extending in a southwestern direction for a distance of 50.0 metres.	P-60	1 July 2008
Queen Street	The southeastern side of Queen Street commencing at a point 71.5 metres southwest of the intersection of Queen Street and Bruce Street, extending in a southwestern direction for a distance of 3.5 metres.	P-60	11 April 2011
Queen Street (North of King Street)	The northwestern side of Queen Street, commencing at the point 9.0 metres northeast of the intersection of Queen Street and King Street, extending in a northeastern direction for a distance 51.1 metres.	P-60	1 July 2008
Worksop Road	The southwestern side of Worksop Road, commencing at the point 18.2 metres southeast of the intersection of Worksop Road and Queen Street, extending in a southeastern direction for a distance of 23.7 metres	P-60	1 July 2008
Worksop Road	The northeastern side of Worksop Road, commencing at the point 17.5 metres southeast of the intersection of Worksop Road and Queen Street, extending in a southeastern direction for a distance of 59.1 metres	P-60	1 July 2008
Worksop Road	The southwestern side of Worksop Road, commencing at the point 28.9 metres northwest of the intersection of Worksop Road and Dixon Street, extending in a northwestern direction for a distance of 18.2 metres.	P-60	1 July 2008

<i>The following areas are restricted to continuous parking of a maximum of 30 minutes</i>			
First Street (Lansdowne off street carpark)	The six carparks along the shop frontages on the Lansdowne off street carpark to be designated as P30 parking.	P-30	11 April 2011
Park Street	The northeastern side of Park Street, commencing at the point 11.0 metres northwest of the intersection of Park Street and Dixon Street, extending in a northwestern direction for a distance of 18.7 metres.	P-30	1 July 2008
Queen Street	The southeastern side of Queen Street, commencing at the point 151.0 metres southwest of the intersection of Queen Street and Smith Street, extending in a southwestern direction for a distance of 134.0 metres.	P-30	11 April 2011
Queen Street	The southeastern side of Queen Street, commencing at the point 7.8 metres southwest of the intersection of Queen Street and Worksop Road, extending in a southwestern direction for a distance of 24.2 metres.	P-30	1 July 2008
Queen Street	The southeastern side of Queen Street, commencing at the point 13.9 metres northeast of the intersection of Queen Street and Worksop Road, extending in a northeastern direction for a distance of 57.9 metres.	P-30	1 July 2008

Location	Description	Parking Restriction	Date of Resolution
	Areas set aside as restricted parking areas shall be:		
Queen Street	The southeastern side of Queen Street, commencing at the point 10.0 metres southwest of the intersection of Queen Street and Smith Street, extending in a southwestern direction for a distance of 127 metres.	P-30	11 April 2011
Queen Street Four spaces outside Colour Plus (Secondary – Harlequin Street)	The southeastern side of Queen Street, commencing at the point of 9.2 metres north east of the intersection of Queen Street and Harlequin Street extending in a northeastern direction for a distance of 33.7 metres.	P-30	15 May 2019
Queen Street (Secondary – Renall Street)	The southwestern side of Queen Street, commencing at the point of 8.0 metres southeast of the intersection of Queen Street and Renall Street, extending in a southeastern direction for a distance of 39.7 metres.	P-30	15 May 2019
Queen Street Four spaces outside Colour Plus (Secondary – Harlequin Street)	The southeastern side of Queen Street, commencing at the point of 84.3 metres northeast of the intersection of Queen Street and Harlequin Street extending in a northeastern direction for a distance of 30.7 metres.	P-30	15 May 2019
<i>The following areas are restricted to continuous parking of a maximum of 15 minutes:</i>			
Chapel Street/ Lincoln Road	The northwestern side of Chapel Street, commencing at the point 36.9 metres southwest of the intersection of Chapel Street and Lincoln Road, extending in a southwestern direction for a distance of 30.7 metres.	P-15	1 July 2008

Lincoln Road	The southwestern side of Lincoln Road, commencing at a point 37.1 metres northwest of the intersection of Lincoln Road and Queen Street, extending in a northwest direction for a distance of 11.8 metres.	P-15	11 April 2011
Perry Street	The southwestern side of Perry Street, commencing at the point 11.0 metres northwest of the intersection of Perry Street and Chapel Street extending in a northwest direction for a distance of 11.0 metres.	P-15	4 April 2012
Queen Street Secondary: Renall Street	The north western side of Queen Street commencing at the point 241.6 metres south west of the intersection of Queen Street and Renall Street, extending in a south western direction for a distance of 24.4 metres.	P-15	22 June 2016
<i>The following areas are restricted to continuous parking of a maximum 10 minutes</i>			
Dixon Street	The southeastern side of Dixon Street, commencing at a point 29.10 metres northeast of the intersection of Dixon Street and Bruce Street extending in a northeast direction for a distance of 5.7 metres	P-10	23 May 2018
Dixon (Bruce Street)	The southeastern side of Dixon Street commencing at point 26.0 meters southwest of the intersection of Dixon Street and Bruce Street, extending in a Southwestern direction for 5.2 metres.	P-10	23 May 2018
Te Ore Ore Road	The northeastern side of Te Ore Ore commencing at a point 39.5 metres southeast of the intersection of Te Ore Ore Road	P-10	1 July 2008

Location	Description	Parking Restriction	Date of Resolution
	Areas set aside as restricted parking areas shall be:		
(Outside Hospital Dairy)	and Totara Street and extending in a southeastern direction for a distance of 22.5 metres.		
<i>The following areas are restricted to continuous parking of a maximum of 5 minutes</i>			
Dixon Street - Genesis Recreation Centre frontage	The northwestern side of Dixon Street commencing at a point 100.0 metres northeast of the intersection of Dixon Street and Bruce Street and extending for a distance of 41.9 metres.	P-5	1 July 2008
Lincoln Road	The southwestern side of Lincoln Road, commencing at the point 17.5 metres northwest of the intersection of Lincoln Road and Queen Street, extending in a northwestern direction for a distance of 48.4 metres.	P-5	1 July 2008

SCHEDULE 2M: Metered Areas P-120

Location	Description	Date of Resolution
The parts of streets that are declared to be metered zones with P-120 minute maximum time limit shall be:		
<i>The following areas are restricted to continuous parking of a maximum of 120 minutes</i>		
Bannister Street	Both sides of Bannister Street in the portion between Queen Street and Dixon Street.	24 June 2020
Chapel Street	The southeastern side of Chapel Street in the portion between Jackson Street and Perry Street.	24 June 2020
Church Street	Both sides of Church Street in the portion between Queen Street and Dixon Street.	24 June 2020
Jackson Street	Both sides of Jackson Street in the portion between Queen Street and Chapel Street.	24 June 2020
Lincoln Road	The northeastern side of Lincoln Road in the portion between Chapel Street and Queen Street.	24 June 2020
Park Street	Both sides of Park Street in the portion between Dixon Street and Queen Street.	24 June 2020
Perry Street	The northeastern side of Perry Street in the portion between Chapel Street and Queen Street.	24 June 2020
Perry-Chapel carpark (Town Square)	The northwestern side of Lot 4 DP 85785 adjacent to (Town Square).	24 June 2020
Queen Street	The northwestern side of Queen Street in the portion between Worksop Road and Jackson Street.	24 June 2020
Queen Street	Both sides of Queen Street in the portion between Jackson Street and Perry Street/Bannister Street.	24 June 2020
Queen Street	Both sides of Queen Street in the portion between Bannister Street/Perry Street and Church Street/Lincoln Road.	24 June 2020
Queen Street	Both sides of Queen Street in the portion between Church Street/Lincoln Road and Park Street.	24 June 2020
Queen Street	Both sides of Queen Street in the portion between Park Street and King Street.	24 June 2020

SCHEDULE 2N: Parking Areas

Location	Description
Areas set aside as public vehicle parking places shall be:	
13 Perry Street (Calico Pie)	That part of the land being <ul style="list-style-type: none"> • Pt Lot 1 DP 2678 (Off Perry Street)
18 Dixon Street (Odd Fellows)	That part of the land being <ul style="list-style-type: none"> • Lot 1 DP 6584 (Between Dixon Street and Cricket Street north of Park Street)
40 Dixon Street (Southeys)	That part of the land being <ul style="list-style-type: none"> • Lot 1 DP 81637 (Adjoining Cricket Street and Dixon Street)
66 Queen Street (Library)	That part of the land being <ul style="list-style-type: none"> • Pt. 76 Town of Masterton (Off Chapel Street, Library Car park).
Dixon Street (Warehouse Car park) 70 Dixon Street	That part of the land being <ul style="list-style-type: none"> • Lot 1 DP 79762 • Lot 3 DP 87127 • Lot 4 DP 79762 • Lot 5 DP 79762 • Lot 6 DP 79762 • Pt Lot 2 DP 9885 (Off Dixon Street between Bannister Street and Worksop Road).
Between 60 and 36 Chapel Street (McDonalds)	That part of the land being <ul style="list-style-type: none"> • Lot 2 DP 73669 (Adjoining Lincoln Road and Chapel Street).
Chapel Street	That part of land being <ul style="list-style-type: none"> • Lot 3 DP 341555 (Off Chapel Street and Service Lane by National Bank)
Church Street (Police Station)	That part of the land being <ul style="list-style-type: none"> • Lot 2 DP 352905 • Lot 2 DP 59149 (Off Church Street)
Essex Street	That part of the land being <ul style="list-style-type: none"> • DP 9810 • Pt. 1 DP 1354 • Pt. 8 DP 4759 • Pt. 9 DP 4759 • Pt. 1 DP 18329 (Adjoining Chapel Street and Essex Street).
First Street	That part of the land being <ul style="list-style-type: none"> • Pt. 1 BLK A DP 379 • Pt. 2 BLK A DP 379

Location	Description
	Areas set aside as public vehicle parking places shall be:
	<ul style="list-style-type: none"> • Pt. 3 BLK A DP 379 (Off First Street)
Johnstone Street	That part of the land being <ul style="list-style-type: none"> • Lot 20 DP 23439 (Between Johnstone Street and Mākoura College).
Kuripuni	That part of the land being <ul style="list-style-type: none"> • Lot 3 DP 30602 (Off Waltons Avenue).
Municipal Building & Cowie Place	That part of the land being <ul style="list-style-type: none"> • Lot 2 DP 320841 • Pt Sec 104 Town of Masterton (Masterton District Council Buildings Car Park)
Perry/Cole Street	That part of the land being <ul style="list-style-type: none"> • Lot 4 DP 85785 (Off Perry Street)
Queen Elizabeth Park (near Skate Park)	That part of the land being <ul style="list-style-type: none"> • At the southeastern end off Memorial Drive, Section 104 DP 1361 Southeast of the skating rink on the northeastern side of Memorial Drive, being Section 104 MSFS (Northeastern end of Queen Elizabeth Park)
Queen/Chapel Street (Horseshoe)	That part of land being <ul style="list-style-type: none"> • Lot 1 DP 313776 (Queen Street and Chapel Street roundabout)
Smith Street	That part of the land being <ul style="list-style-type: none"> • Lot 1 DP 62180 • Pt. 25 Town of Masterton (Adjoining Dixon Street and Smith Street).
Stadium	That part of the land being <ul style="list-style-type: none"> • Lot 3 DP 57812 • Lot 4 DP 57812 (Masterton District Council Recreation Centre, between Dixon Street and Queen Street).
Wrigley Street	That part of the land being <ul style="list-style-type: none"> • Lot 1 DP 80815 (Off Wrigley Street)

SCHEDULE 2O: Motorcycle Parking Areas

For the purpose of this resolution the definition of ‘intersection’ shall be the intersection point of the boundary lines nearest to the measurement.

Location	Description	Date of Resolution
King Street (Adjacent to ASB)	The southwestern side of King Street, commencing at a point 78.5 metres northwest of the intersection of King Street and Chapel Street, extending in a southeast direction for a distance of 2.4 metres.	11 April 2011
Lincoln Road (Adjacent to old Post Office)	The southwestern side of Lincoln Road, commencing at a point 16.1 metres northwest of the intersection of Lincoln Road and Queen Street, extending in a northwestern direction for a distance of 2.4 metres.	11 April 2011
Park Street (Adjacent to Cricket Street)	The southwestern side of Park Street, commencing at a point 4.2 metres northwest of the intersection of Park Street and Cricket Street, extending in a northwestern direction for a distance of 2.4 metres.	11 April 2011
Queen Street (Opposite Regent Theatre)	The southeastern side of Queen Street, commencing at a point 126.7 metres northeast of the intersection of Queen Street and Worksop Road, extending in a northeastern direction for a distance of 4.0 metres.	11 April 2011
Queen Street (Adjacent to Westpac)	The southeastern side of Queen Street commencing at the point 68.8 meters northeast of the intersection of Queen Street and Worksop Road, extending in a northeastern direction for a distance of 3.0 metres.	27 June 2012

SCHEDULE 2P: Electric Vehicle Charging Areas

By the addition to Schedule 2P, the following parts of the street to be designated as Electric Vehicle charging areas.

Location	Description	Date of Resolution
Dixon Street (Bruce Street)	The southeastern side of Dixon Street commencing at a point 23.4 metres northeast of the intersection of Dixon Street and Bruce Street, extending in a northeast direction for a distance of 5.7 metres.	23 May 2018
Queen Street	The southeastern side of Queen Street commencing at a point 44 metres northeast of the intersection of Queen Street and Crayne Street, extending in a northeast direction for 12 metres (also described as a P120 maximum parking in Schedule 2L).	31 March 2021
70 Dixon Street carpark	Six carparks at the southeastern corner of Pt 2 DP 9885	TBC

SCHEDULE 2Q: Temporary restriction on use of parking spaces

Location	Description	Parking restriction	Date of Restriction	Date of Resolution
Library and the former Departmental Building (Car Park)	31 parking spaces as per signage. The car park situated on • Pt. 76 Town of Masterton (Library and former Departmental Building Carpark)	Allocated to the COVID-19 vaccination clinic visitors.	21 May 2021 - 30 June 2022	2 February 2022

Draft Amended

7.5 REVENUE AND FINANCING POLICY DELIBERATIONS

File Number:

Author: David Paris, Manager Finance
Karen Yates, Manager Strategy and Governance

Authoriser: Kym Fell, Chief Executive

PURPOSE

This report provides Council with a summary of submitters' feedback on the Revenue and Financing Policy Review Consultation. It also provides additional supporting information for Council to take into consideration when deliberating on submissions received and seeks Council agreement to the revised components of the Revenue and Financing Policy.

RECOMMENDATIONS

That Council

- a. **notes** that Council have been provided with a full set of submissions on the Revenue and Financing Policy Review Consultation as part of the Hearings Report;
- b. **notes** the community feedback received in response to the Revenue and Financing Policy Review Consultation;
- c. **confirms/does not confirm** the proposed changes to the Revenue and Financing Policy as outlined in the Consultation Document being to;
 - i. maximise user fees wherever possible;
 - ii. change the funding split for animal control services from 85 percent user / 15 per cent community to 70 per cent user / 30 per cent community;
 - iii. change the allocation basis for community development activities from Capital Value to a Targeted Uniform Charge;
 - iv. change the funding split of the subsidised roading programme from 31 per cent urban / 69 per cent rural to 30 per cent urban / 70 per cent rural;
 - v. change the allocation basis for urban water supply and wastewater services from 25 per cent Targeted Uniform Charge / 75 per cent Capital Value to 30 per cent Targeted Uniform Charge / 70 per cent Capital Value; and
 - vi. change the urban/rural allocations that are based on the population split from 77.5 per cent urban / 22.5 per cent rural to 79 per cent urban / 21 per cent rural.
- d. **agrees** that the storm damage road repair funding be split:
 - i. 90 per cent rural / 10 per cent urban as per the Consultation Document;

OR

- ii. 65 per cent rural / 35 per cent urban as per the current policy;

OR

- iii. 70 per cent rural / 30 per cent urban to align with the subsidised roading funding split.
- e. **notes** that Council will consider the final Revenue and Financing Policy for approval as part of the Long-Term Plan approval process in mid-2024.

CONTEXT

The Revenue & Financing Policy (RFP) provides a formal and public statement of how Council will fund the various activities and services it provides for our community, including rates, user pays fees and charges.

The Local Government Act 2002 (LGA) requires councils to adopt a RFP that provides details of how Council will fund operational and capital expenditure. This policy contributes to providing predictability and certainty about sources and levels of funding (Section 102). Sources of funding include rates, fees and charges, borrowing and external funding sources such as Waka Kotahi subsidies.

Council approved a consultation document at its meeting on 18 October 2023 following a series of workshops where consideration was given to the funding of each Council activity, including the considerations of section 101(3) (a) and (b) of the LGA. These included the current funding ratios that are being achieved for external revenue versus rates funding, the current rating tools and allocation methods (including urban/rural allocations) and proposed changes to the funding of activities [[Report 4.1 refers](#)].

Community Consultation

Community consultation took place from Friday 20 October 2023 to Monday 20 November 2023.

A Consultation Document, submission form, and copies of the current and proposed policy were available throughout the consultation period.

The consultation approach was primarily online and included:

- targeted social media, with some traditional media;
- direct email to Iwi and key stakeholders including ratepayers who have provided their email address to raise awareness of the review and the opportunity to have a say;
- an online webinar and Q&A session led by the Manager Finance; and
- Council promoted consultation via a press release, social media, the Council website and displays at the Masterton District Library and Customer Service Centre at 161 Queen Street.

A hearing was held on Wednesday 29 November and Deliberations are taking place at this Council meeting.

DISCUSSION

This section includes an overview of the feedback received from submitters as part of the consultation process and provides additional information for Council to consider when deliberating on submissions.

61 submitters responded to the RFP Review consultation. The full set of submissions were provided to elected members as part of the Hearings Report and are available on the [Masterton District Council website](#) (see Attachment 1 of Report 5.1 Revenue and Financing Policy Review Hearings Agenda 29 November 2023).

SUBMITTER DEMOGRAPHICS

The demographics of the submitters are included in the following table.

Category	Number	Percentage
Individuals or Organisations		
Individuals	59	96.7%
Organisations	2	3.3%
Age		
Under 20	0	0.0%
20-29	1	1.6%
30-39	2	3.3%
40-49	5	8.2%
50-59	14	23.0%
60-64	1	1.6%
65+	34	55.7%
No response	4	6.6%
Gender		
Man	35	57.4%
Woman	18	29.5%
Non-binary	0	0.00%
Prefer not to answer	4	6.6%
No response	4	6.6%
Ethnicity – note multiple options allowed for this question		
Māori	2	3.3%
NZ European	45	73.8%
Pākehā	4	6.6%
Pacific Peoples	1	1.6%
Asian	1	1.6%
Other	8	13.1%

No response	4	6.6%
Tāngata whaikaha/disabled or living with impairments/long term health conditions		
Lives with impairments	8	13.1%
Does not live with impairments	41	67.2%
Prefer not to answer	7	11.5%
No response	5	8.2%

Of the 61 submissions received, 52 submissions were made online, using the online platform (SurveyMonkey). Three submissions were completed on the physical submission form. Six provided their submission via email or letter.

One submitter (Federated Farmers) asked to speak to Council regarding their submission. Liz McGruddy from Federated Farmers presented their submission at the hearing held on 29 November 2023.

SUBMISSION RESULTS

What we asked

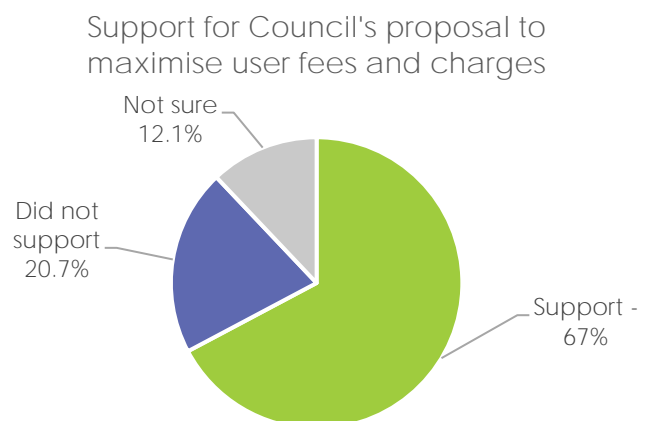
Council's proposal to maximise user fees and charges

Our community were asked whether they support Council's proposal to increase the amount paid by users of a service wherever possible. For some services and activities there are wider community benefits, and therefore a rates contribution is appropriate to recognise the wider community wellbeing aspect of the service. It is not always feasible to recover the full cost of a service from fees and charges as this may make these services unaffordable or result in unintended consequences (e.g., raising transfer station fees beyond a tolerable amount may result in increased fly tipping). For these types of services, a rates contribution enables Council to continue to offer the service and/or recognises the wider community benefit provided by that service. The provision of regulatory services, libraries and swimming pools are examples of these types of services.

Question: Do you support the Council's proposed approach to increase the amount paid by users of a service wherever possible to better reflect who benefits the most from the service?

58 submitters responded to this question. Of those:

- 67.2% supported the proposal (39)
- 20.7% did not support the proposal (12)
- 12.1% were not sure (7)



Council’s proposal to recognise the wider benefit of animal control services

Our community were asked whether they support Council’s proposal to balance the cost of animal control services by recognising the wider community benefit. This proposal would decrease the policy’s proportion of animal control services funded by dog owners (users) from 85 to 70 per cent with a subsequent increase in rates contribution from the wider community from 15 to 30 percent.

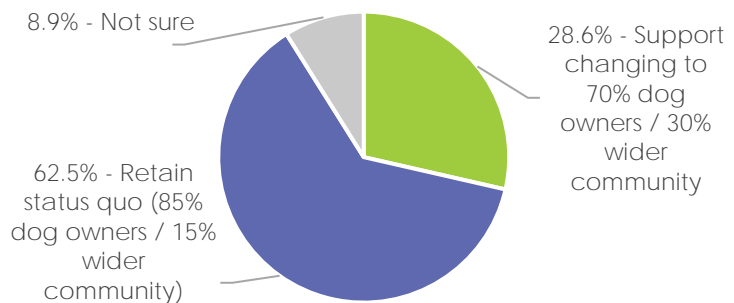
Animal services is one activity area where increasing user pays was not assessed as fair or achievable given the increasing costs associated with the new Animal Shelter that is needed to support the dog control aspect of this service. Increasing the proportion of this activity funded from rates would recognise the wider community benefit of animal control services e.g., fewer wandering dogs and dog attacks.

Question: Do you support the Council’s proposal to recognise the wider benefit of animal control activities by changing the share of costs to 70 per cent dog owners / 30 per cent wider community (currently 85 per cent dog owners / 15 per cent wider community)?

56 submitters responded to this question. Of those:

- 28.6% supported changing the share of costs to 70% dog owners / 30% wider community (16)
- 62.5% opposed the proposal in favour of retaining the current share of costs as 85% dog owners / 15% wider community (35)
- 8.9% indicated they were not sure (5).

Responses to Council's proposal to recognise the wider community benefit of animal control services



Among the five submitters who left comments in support of the proposal, reasons included to recognise that everyone benefits from animal control (e.g., fewer roaming dogs), for a fairer approach for responsible dog owners, and to manage the cost.

Among the 23 submitters who commented against the proposal, a common theme was that dog owners should have responsibility for funding animal control services, consistent with a user pays approach. Some submitters specifically commented that animal control activities should be 100 per cent user pays. It was commented that dog ownership is a choice, and many submitters did not think that non-dog owners get any benefit from the service.

Feedback on other Council activities

Some submitters took the opportunity to provide feedback on the approach to funding other Council activities. The following activities were commented on:

- **Representation, Environmental Initiatives and Arts and Culture** – one submitter advocated for costs of these activities to be apportioned uniformly, rather than based on CV. Another submitter advocated for an increased user pays proportion for the Arts and Culture activity.

- **Swimming Pools** – one submitter advocated against swimming pools being based on a user pays approach, emphasising the importance of access for children to swimming facilities at no charge.
- **Hood Aerodrome** – one submitter advocated for an increased user fee portion, and a greater portion to be funded by rural ratepayers.
- **Economic Development** – one submitter advocated for an increased user pays portion and use of alternative funding sources (e.g., an industry levy).
- **Library** – one submitter commented in support of the targeted uniform charge for the library which is consistent with the current and proposed policy. Another submitter commented in support of the library being funded by the community (rather than user pays).
- **Wairarapa Archive** – two submitters advocated for the Wairarapa Archive to be funded by the community (rather than user pays through fees).
- **Regulatory Services** – one submitter advocated for a full user pays approach to regulatory services.

Council’s proposal to recognise the wider benefit of community development activities

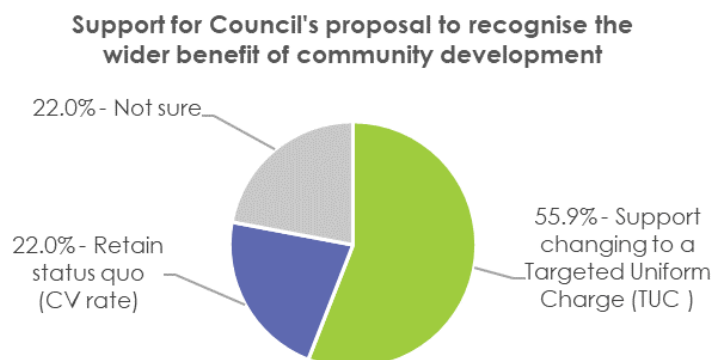
Our community were asked whether they support Council’s proposal to change the rating basis for community development activities from a capital value (CV) rate to a targeted uniform charge (TUC). This proposal reflects Council’s view that community development benefits everyone and therefore every property should contribute the same amount towards the delivery of community development services. This is consistent with Council’s approach to funding community facilities such as the library and Trust House Recreation Centre.

Question: Do you support the Council’s proposal to change the rates for community development activities to a targeted uniform charge (TUC)? This is currently a CV rate.

59 submitters responded to this question.

Of those:

- 55.9% supported changing to a TUC (33)
- 22.0% opposed the proposal in favour of retaining the CV rate (13)
- 22.0% indicated they were not sure (13).



Four submitters left an explanatory comment in support of the proposal. Of those, two did not consider that the CV of a property is a good reflection of ability to pay. One commented that it was a sensible change, and the other recognised the benefit these activities bring to the community.

Four submitters commented against the proposal. One submitter who opposed the proposal was concerned about rates affordability for those with lower value properties. Another submitter supported keeping it as a CV rate as they considered higher value properties benefit more from

other services, such as better lighting and footpaths. The other comments made were not directly related to the proposal (e.g., the comments were about Council budget or service levels).

Council’s proposal to adjust subsidised roading rate proportions

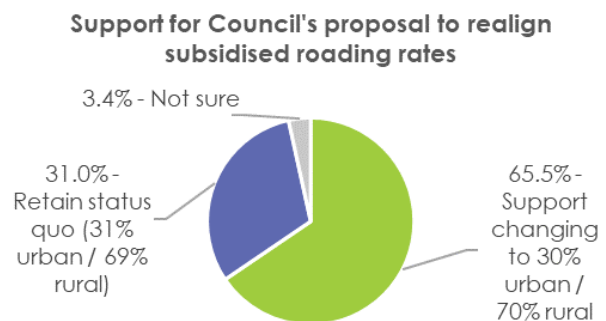
Our community were asked if they support the Council’s proposal to change the allocation of subsidised roading rates to better reflect where the roading budget is spent. Under this proposal, the urban roading contribution would reduce from 31 to 30 per cent and the rural roading contribution would increase from 69 to 70 per cent.

Question: Do you support the Council’s proposal to change the allocation of subsidised roading rates to 30 per cent urban / 70 per cent rural (currently 31 per cent urban / 69 per cent rural)?

58 submitters responded to this question.

Of those:

- 65.5% supported changing to 30% urban / 70% rural (38)
- 31.0% opposed the proposal in favour of retaining 31% urban / 69% rural (18)
- 3.4% indicated they were not sure (2).



A common theme among the ten submitters who commented in support of the proposal was that it is a minimal change with little impact. One submitter also considered that Central Government should contribute a larger subsidy.

Eight submitters commented against the proposal. Some noted the use of rural roads by urban ratepayers. Others considered that the condition of rural roads had deteriorated and therefore did not think rural ratepayers should fund an increase share.

Seven submitters specifically commented on the damage to rural roads by logging trucks, advocating for the forestry sector to contribute a larger share through rates. One submitter commended the approach to the forestry investigations being conducted by the Council and advocated for a joint review across the Wairarapa councils, with a broader focus to assess urban/rural road usage.

One submitter commented more broadly on damage by heavy commercial vehicles and advocated targeting all the relevant sectors, including agriculture.

Council’s proposal for funding storm damage road repairs

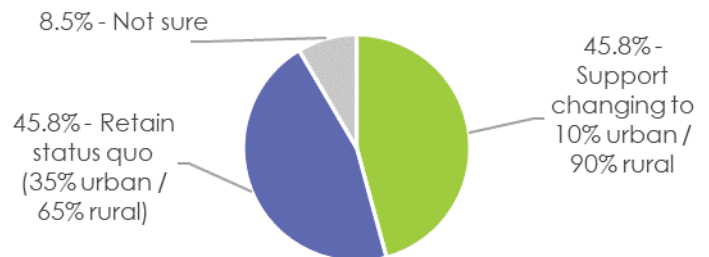
Our community were asked if they support the Council’s proposal to change the allocation for urban and rural ratepayers, reflecting the fact that all storm damage has occurred in rural areas in recent years. Under this proposal, the contribution from urban ratepayers would reduce from 35 to 10 per cent and the contribution from rural ratepayers would increase from 65 to 90 per cent.

Question: Do you support the Council's proposal to change the share of storm damage road repairs to 10 per cent urban/ 90 per cent rural (currently 35 per cent urban / 65 per cent rural)?

59 submitters responded to this question.
Of those:

- 45.8% supported changing to 10% urban / 90% rural (27)
- 45.8% opposed the proposal in favour of retaining 35% urban / 65% rural (27)
- 8.5% indicated they were not sure (5).

Support for Council's proposal to increase the rural ratepayer contribution to fund storm damage road repairs



Seven submitters left comments in support of the proposal. The main reason noted for supporting the proposal was due to all the storm damage being in rural areas. However, some submitters commented that the rural community needs support with one suggesting Council seeks additional external funding from Central Government. Another submitter considered it important to assess the cost vs benefits of these road repairs to determine whether it would be more cost effective to permanently close roads or identify alternative routes.

Nineteen submitters commented against the proposal. The main reasons included:

- access of rural roads by the wider community, including urban ratepayers and holidaymakers. Some submitters specifically commented on the use of rural roads to access beaches/ivers, walking tracks, and other recreational activities;
- not enough evidence of urban and rural road usage;
- the economic benefit that the rural sector brings to the wider community;
- the unaffordability of the change for the rural sector at present; and
- the damage reflecting a broader issue (climate change) for the wider community to address.

Some submitters commented that a shift to 90 per cent for rural ratepayers is too much of a variation, with a suggestion that a more modest change might be more appropriate in the short term.

Council's proposal to spread the costs of water supply and wastewater more evenly across urban properties

Our community were asked if they support the Council's proposal to increase the share of urban water supply and wastewater services funded through a targeted uniform charge, reducing the share paid through a CV rate.

This proposal would spread the cost of these services more evenly across urban ratepayers by changing the allocation for urban water supply and wastewater services from 25 to 30 percent targeted uniform charge, reducing the CV contribution from 75 to 70 per cent.

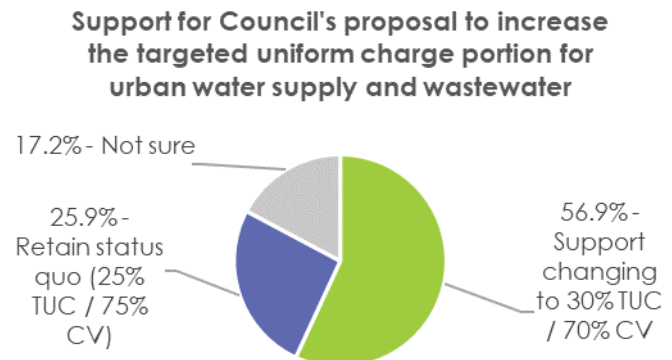
Using the CV of properties as the rating tool is a proxy for use of the services - i.e., there is an assumption that a higher value home or commercial property is likely to be a larger user of the

services. It also reflects greater ability to pay. The increase in the percentage based on a target uniform charge spreads these costs more evenly across all connected properties.

Question: Do you support the Council's proposal to move to a combination of 30 per cent TUC / 70 per cent CV for urban water supply and wastewater (currently 25 per cent TUC / 75 per cent CV)?

58 submitters responded to this question.
Of those:

- 56.9% supported changing to 30% TUC / 70% CV (33)
- 25.9% opposed the proposal in favour of retaining 25% TUC / 75% CV (15)
- 17.2% indicated they were not sure (10).



Four provided comments in support of the proposal. Two commented in support of urban properties being charged the same amount for the same service. One commented in support of providing rates relief to higher CV properties, and a final submitter commented in support of user pays. One submitter specifically commented in support of using water meters as soon as possible.

Four provided comments against the proposal. Two were concerned about affordability for those on low incomes given the proposal would see an uplift in rates for properties with a lower CV. One submitter advocated for removing the TUC completely and instead charging based on CV as a proxy for usage. The final comment was not directly related to the proposal.

Some submitters commented on the importance of urban water supply and wastewater as core services important for public health, with one specifically commenting that the funding basis is less important than guaranteed access.

Reflecting urban population growth

The community were asked if they had any feedback on the change to reflect urban growth. The change reflects that since 2018 there has been more population growth in the urban area than in rural. The proposal was to change the allocation between urban and rural properties is applied 'up front' to all activities to reflect the change the percentage of the population living in rural areas. The urban allocation would increase from 77.5 to 79 per cent and reduce from 22.5 to 21 per cent for rural to better reflect the proportion of our population living in the urban and rural areas.

Question: Do you have any feedback on our change to reflect urban growth?

Thirty-four submitters responded to this question:

- nine submitters expressed their support for the change, with a further three supporting a reduced share for rural ratepayers;
- two submitters did not support the change;
- nine commented in support of an alternative approach (e.g., alternative ratio (i.e., 80% urban / 20% rural), not supporting an allocation based on population or urban/rural split, requesting that developers pay an increased share);

- four submitters commented more broadly on infrastructure needed to sustain urban growth; and
- seven submitters provided other comments not directly related to the proposed change.

Other feedback

The community were asked if there was anything else they would like to note as part of their feedback. While 30 submitters provided feedback, many of the comments were not directly related to the draft RFP. Common themes included comments on levels of services, overall levels of rates, service improvement/efficiencies, and compliments on the consultation process.

Comments relating to the draft Revenue & Financing Policy that have not already been captured above include:

- three submitters expressed concern about the overall impact for ratepayers on fixed income or those with properties with a lower CV. One advocated for a fuller revision of the current rating system as they were concerned about long-term rates affordability due to an ageing population with fixed incomes;
- one submitter commented on rating units, with specific suggestions to rate lifestyle blocks and retirement homes the same as other urban properties;
- one submitter advocated for the commercial differential of x 2 to be progressively lowered, while another submitter advocated for a targeted commercial rate for CBD projects; and
- two submitters commented on the use of other funding sources such as seeking Central Government contribution and not borrowing for a specific Council project.

SUMMARY OF CONSULTATION RESPONSES TO SPECIFIC QUESTIONS

In general, the majority of respondents supported the proposed changes to the RFP.

The exceptions to this were the responses to the proposed change to the split of user pays for animal control services and the proposal to change the split of funding for storm damage to roading. Further discussion of these two proposals follows.

Animal Control

The proposal to review the community/user pays split for animal control services was driven by the following key factors:

- i. Council's desire to keep dog fees as affordable as possible to encourage people to register their dogs. When dogs are registered it is easier for Council to manage dog related issues in the community.
- ii. Council's desire to keep Masterton District Council (MDC) dog fees comparable with other Councils. Currently dog registration fees for Carterton District Council (CDC) and South Wairarapa District Council (SWDC) are lower than MDC. A key driver for this is the ratio of dog owners versus community good for funding these services. Both CDC and SWDC currently fund a higher proportion from rates reflecting the wider community benefit they perceive their animal control services offer. Currently, the ratio of private (user) funding is

70-80 per cent for CDC and 60-70 per cent for SWDC (with a proposed increase to 80 per cent through the current SWDC rating review). This compares to 85 per cent for MDC.

- iii. To better reflect the community good aspect that animal services provide for the Masterton community. Dog control mitigates the risk of dog related nuisance for the wider community – e.g. responding to barking complaints, dog attacks and wandering dogs. Beyond dog control, animal services also respond to call outs for other animal related matters such as wandering stock. From the comments provided, submitters who did not support this change may not have fully considered the public benefits of having an animal control function which extends beyond dog control, including covering roaming stock. The benefits of having an animal control function include fewer roaming animals including dogs, less dog attacks, less soiling on footpaths.
- iv. To better reflect the actual funding split at MDC. Over recent years, although the policy percentage of animal control funding was 85 per cent dog owner funded, 15 per cent community funded, but when setting dog fees the Council has reverted to an 80/20 allocation. In reality for the last few years dog owner funding has declined from 84 per cent in 2020 to 79 per cent in 2022, and 73 per cent for 2023. Increases in costs to operate this service have not been able to be fully passed on to dog owners due to the Council's desire to keep dog registration fees at an affordable level. Hence the actual percentage of the service funded by dog owners has gradually decreased over recent years and no longer reflects the funding policy split.
- v. Council will be building a new dog pound commencing in the 2023/24 financial year. This project will be loan funded which will add to the annual costs of running the animal control service, making it even more difficult to keep dog fees at an affordable level, particularly if Council keeps the dog owner portion at 85 per cent.

Due to these factors, although the majority of submitters did not support this change, the reality is that retaining the 85/15 split between user pays and community would make dog fees far less affordable and may result in a number of dog owners choosing not to register their dogs as a result which is an undesirable outcome. To achieve an 85/15 split would require an average 10 per cent uplift to dog fees based on 2022/23 costs (noting this excludes any additional costs related to the new Animal Shelter).

Although the move to seventy per cent funding from dog owners target for animal control was not supported by the majority of submitters, this percentage split reflects the current actual funding of animal control. The actual level of dog registration fees for the 2025 financial year will not be known until the Long-Term Plan budgets have been completed, however, this option gives a better chance of dog registration fees being kept at affordable increases.

It is recommended that Council consider these points when deciding whether to confirm (or not) the change as proposed in the Consultation Document.

Storm Damage Road Repairs

The proposal to review the urban/rural split of costs to repair storm damage to roads was not supported by the majority of submitters. Many felt that urban residents use the rural roads on a regular basis, and it was also considered unfair that the rural community pay a larger share at a time when many are already struggling financially.

Under the current policy, funding is split 65 per cent rural and 35 per cent urban. The proposal to increase the rural contribution to 90 per cent and 10 per cent urban was to reflect the fact that the majority of storm damage was to roads, used by rural ratepayers more. However, it is acknowledged that urban ratepayers also use these roads and the storm damage is not a result of any action from rural ratepayers.

Having considered the submissions and comments on the proposal included in the Consultation Document, alternative options Council could consider include maintaining the current policy (65 per cent rural /35 per cent urban) or revising the policy to align with the current funding split for subsidised roading which is proposed to be 70 per cent rural ratepayers and 30 per cent urban ratepayers (currently 65 rural/35 urban). This would bring the split for storm damage roading costs into line with subsidised roading funding. It is considered fair to align the funding split for storm damage repairs, which are outside of anyone’s control, with the funding for subsidised roading activities.

The impact on the rates for individual properties will be very small e.g. a reduction of \$20 per year for an average rural property and an increase of between \$9 and \$19 per year for urban properties depending on the capital value.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
<p>1. Council directs officers to implement all the proposed changes in the consultation document.</p>	<ul style="list-style-type: none"> - Reflects the outcome of the review undertaken by Council which aimed to achieve fair and equitable funding for services provided by Council. - Reflects the views of most submitters - Reflects the current actual funding of animal control rather than the theoretical policy funding split; supports the desire to achieve affordable dog registration fees and reflects the community benefit of animal services. 	<ul style="list-style-type: none"> - Does not take on board feedback about urban residents using rural roads on a regular basis. - Does not reflect feedback from those who commented on the proposed funding split for Animal Services. - Some submitters may feel their feedback has not been considered.
<p>2. Council directs officers to implement some changes proposed in the consultation document.</p>	<ul style="list-style-type: none"> - Some submitters may feel this better reflects their feedback. - Other advantages would depend on which proposals were confirmed. 	<ul style="list-style-type: none"> - Some submitters may feel that their feedback has not been considered. - Other disadvantages would depend on which proposals were confirmed.

Option	Advantages	Disadvantages
<p>3. Council directs officers to not implement any of the changes recommended in the consultation document.</p>	<ul style="list-style-type: none"> - Some submitters may feel that this better reflects their feedback. 	<ul style="list-style-type: none"> - There would be no change to the policy despite Council proposing options they identified as being fairer and more equitable ways of funding these services. - Some submitters may feel that their feedback has not been considered. - Impact on reputation, consulting on changes but not implementing them despite support from submitters.

RECOMMENDED OPTION

It is recommended Council take into consideration the discussion relating to animal control services and roading storm damage funding included in this report when making their decision.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Section 82 of the LGA applies to the RFP consultation process. The consultation process undertaken aligns with the Special Consultative Procedure as prescribed in Section 83 of the LGA. This meets the requirements of Section 82 and includes preparing and adopting a consultation document, making information available and providing an opportunity for people to present their views. The RFP review has been completed to comply with Sections 100 to 103 of the Local Government Act 2002.

Significance, Engagement and Consultation

The RFP sets Council’s framework for funding the activities and services it provides and identifies which sectors of our community contribute funding and how (i.e., via rates or fees and charges). Given that, the policy has implications for all ratepayers and residents and is considered significant. The individual changes being proposed are not considered a significant shift from the current policy but will impact every ratepayer and resident differently depending on what services they use (for user pays) and the type and value of the property they own and pay rates on.

Financial Considerations

As noted, the RFP outlines how Council will fund its activities and services; and which sectors of our community will contribute and how. Overall, the combined effect of the proposed changes is a shift towards more user pays (where it is feasible to increase fees and charges); a reduction in rates contributed by rural, commercial and higher value properties and an increase in rates contributed by lower to medium value properties. These policy outcomes are before taking account of rating valuation changes.

The LTP consultation will incorporate modelling of the impacts on property rates of three separate things: the adopted policy changes, the new valuations and the proposed Council net expenditure budgets.

Implications for Māori

Of the 61 submitters to the RFP review consultation 3.3 per cent identified as Māori.

Council's RFP must support the principles set in the preamble to the Te Ture Whenua Māori Act. Council supports these principles through considering how the status of Māori freehold land affects the LGA s 101(3) funding principles. The Rates and Remission and Postponement on Māori Freehold Land Policy is currently under review to ensure it supports the principles and other legislative changes made through the Local Government (Rating of Whenua Māori) Amendment Act) 2021.

The RFP review does not make any changes specific to Māori.

Communications/Engagement Plan

Council decisions on the proposals included in the Consultation Document will be communicated to submitters and our community.

Environmental/Climate Change Impact and Considerations

There are no specific environmental/climate change implications associated with the decisions in this report.

NEXT STEPS

The proposed changes will be reflected in the Policy. Council will consider the final RFP for approval as part of the Long-Term Plan approval process in mid-2024 incorporating the changes agreed as part of these deliberations.

ATTACHMENTS

1. **Revenue and Financing Policy Consultation Document** [↓](#) 

KAUPAPA HERE MONIWHIWHI ME TE
TAHUA: PEPA UIUINGA

REVENUE AND FINANCING POLICY REVIEW: CONSULTATION DOCUMENT



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NGĀ HUA O ROTO

CONTENTS

This consultation document has been prepared to give effect to the requirements of Section 82 of the Local Government Act 2002.

It includes the following sections:

Background.....	2
Proposed changes	8
What else has changed	14
Overall impact of proposed changes.....	15
What else has been considered.....	18
How to have your say.....	20

HOROPAKI **BACKGROUND**

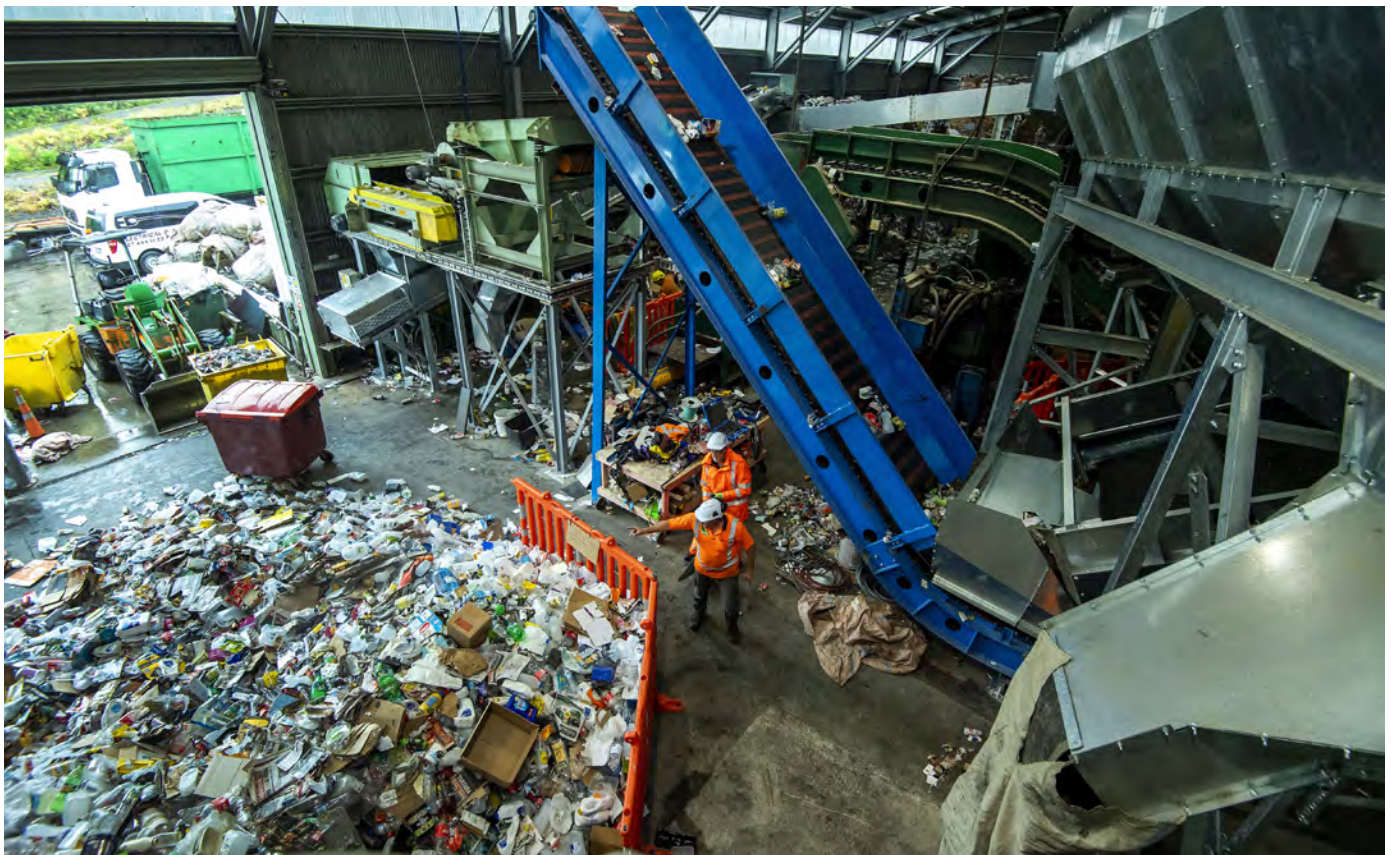
Masterton District Council is reviewing its Revenue and Financing Policy, made under Sections 101, 102 and 103 of the Local Government Act 2002. This process is often called a rating review, but incorporates all sources of funding.

The policy determines how the Council funds the services it provides and then how the ratepayer share is divided up. We want your feedback on whether you think our proposed changes to the policy are creating a fairer way to determine who pays what.

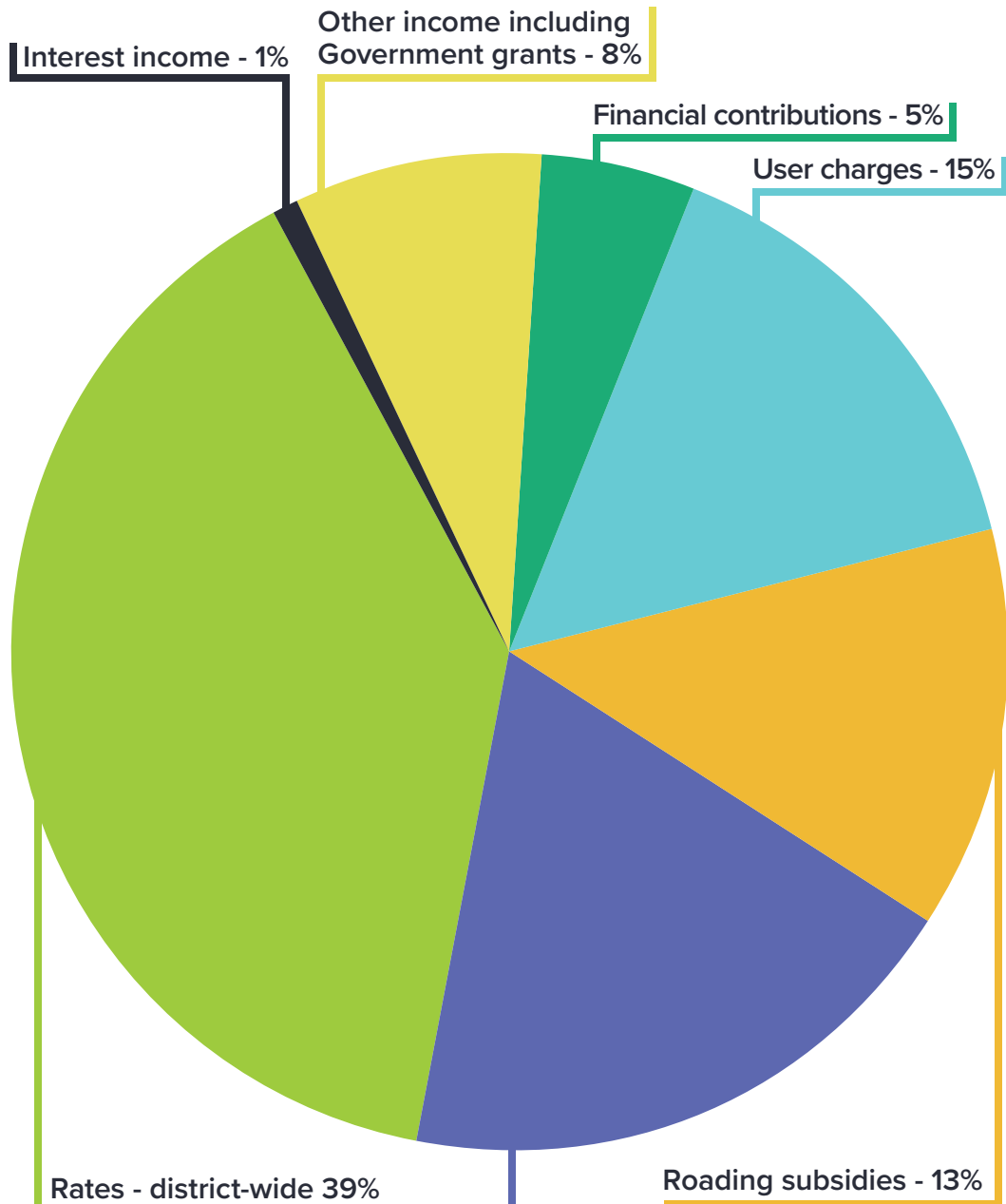
Deciding what services to provide and how to fund them

The Council prepares annual plans and long-term plans (every three years) which determine the services the Council is going to provide, such as roading, water supply, wastewater services, animal control, planning and building consents, and community facilities. The community has a chance to have their say on these services, and the associated costs for them, when the Council consults on a plan.

The Revenue and Financing Policy determines how the Council funds the services set out in the plans, rather than how much the services cost. The Council's funding comes in several forms, including rates, fees and charges for people using particular services (e.g. building consents and dog registration fees), loans, and Central Government funding (including roading subsidies).



Where the Council's funding comes from

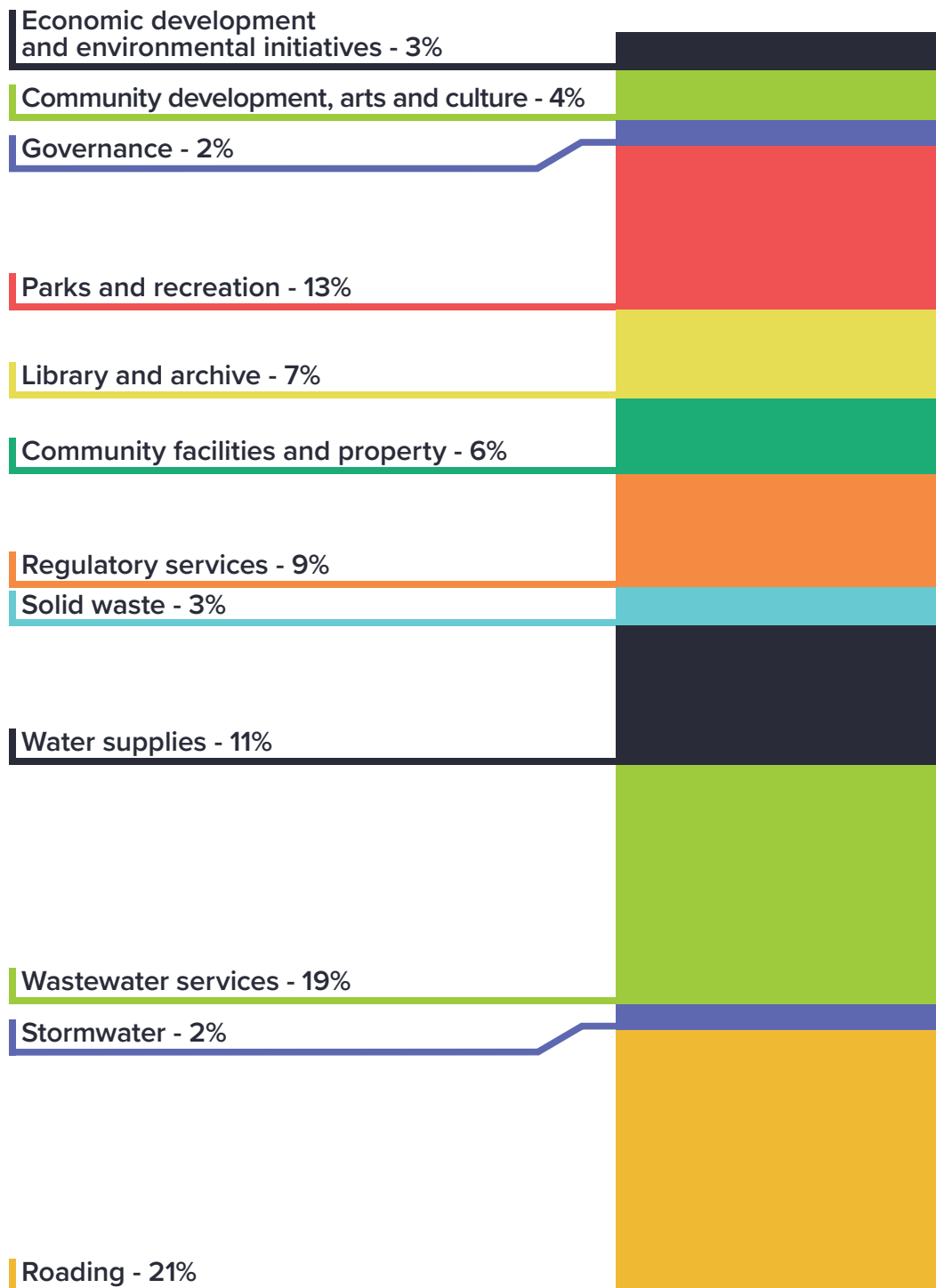


These are rates charged to all properties in the district, funding services that Council believes all ratepayers should be contributing to. They include rates charged on Land Value, Capital Value and flat charges (known as Targeted Uniform Charges (TUC)).

These are rates covering services only available in certain parts of the district, i.e. Masterton urban water and wastewater, recycling collection, Castlepoint and Riversdale Beach wastewater treatment, refuse and recycling collections, and Tinui water and wastewater treatment.

What rates pay for

More than half of the Council’s annual costs are paid for by rates the Council collects from property owners. This amounted to around \$48 million last year, including GST. Below is a summary of how the rates collected are spent on different services the Council provides for the community:



What is the fairest way to share costs?

The Council has been considering the fairest way to share costs among users of services and ratepayers. It's not as simple as charging all users of facilities, or dividing the money required by the number of ratepayers so that everyone pays the same amount. Not everyone has access to the same services (e.g. treated water, wastewater services, rubbish collection), so we assess the share of funding for each different activity.

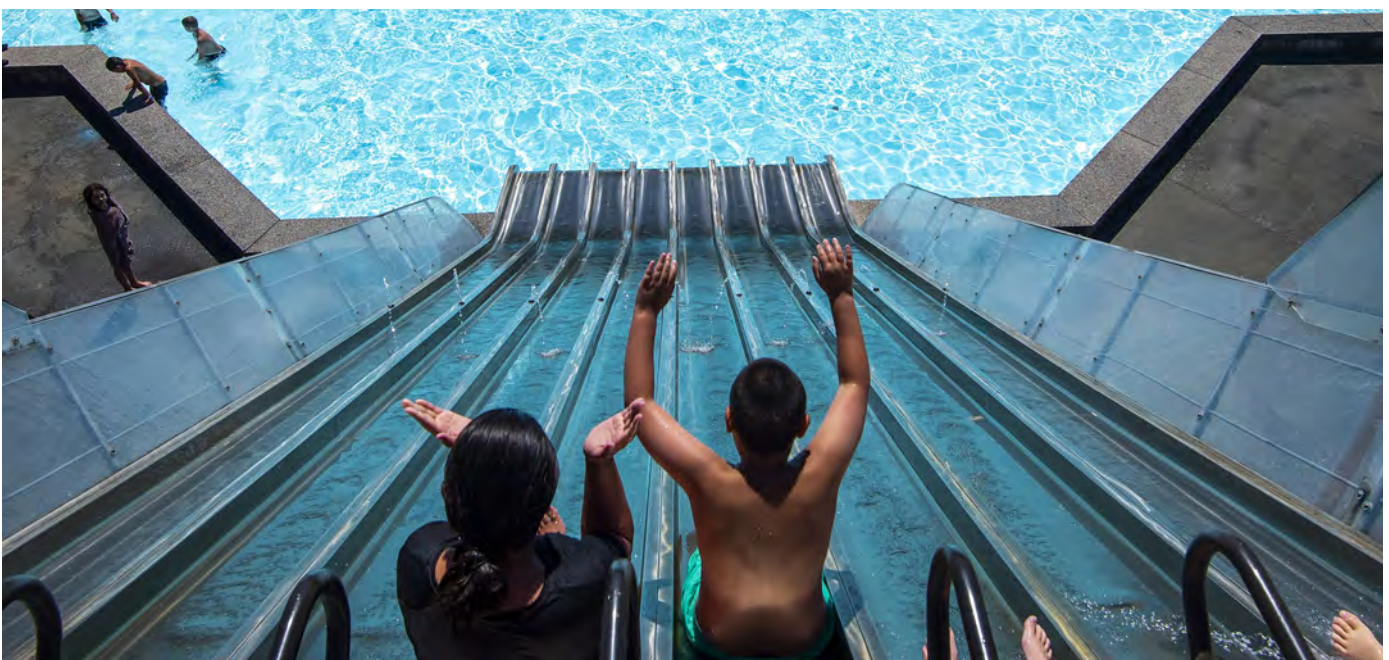
The Council can charge individual users for some services (e.g. building consents), but it is not practical or fair to charge on an individual basis for the cost of having all the things that make Masterton an attractive place to live. For instance, you may not choose to use the library, swimming pool, parks or recreation trails, but these facilities are available for you to use and make Masterton an attractive place to live and improve the wellbeing of our community.

In deciding how to fund its services, the Council must consider:

- what community outcomes an activity primarily contributes to
- which individuals or groups benefit
- the period of time in which benefits are expected to occur
- the extent to which actions or inaction of individuals or groups contribute to the need for an activity
- the costs and benefits of a service, including consequences of funding the service separately to other services
- the impact of the allocation on the current and future wellbeing of the community.

Once the Council has determined this, it then considers:

- the affordable level of user fees
- whether to fund from previously built-up reserves or fund in advance
- rates remission and postponement policies
- the division between urban and rural rating areas for each activity
- the selection of rating tools for each activity e.g. uniform charging or property values
- whether to modify charges using differentials i.e. charge a different level of rates for different categories of properties (e.g. commercial properties in urban Masterton CBD pay twice the urban residential rate for a property of the same value).



What tools can Council use to share the cost?

There are several rating tools councils can use to spread the cost of services and share the rates among different ratepayers.

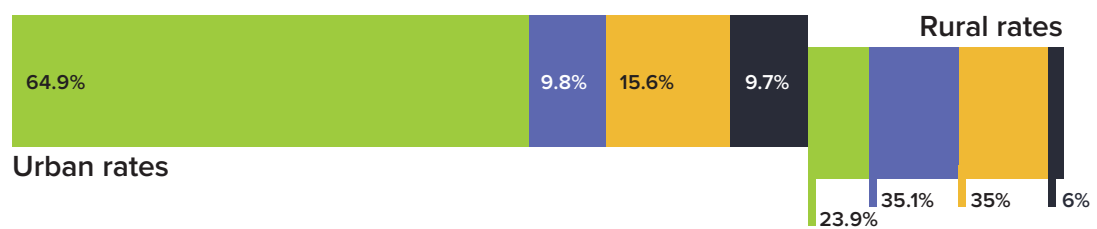
The tools the Council can use

<p>Urban and Rural allocation</p>	<p>The Council's current rating system first allocates the costs of services between urban and rural properties. Council uses different methods to allocate the cost between the two areas. Some services are based on the population split, others are based on access to the service, and roading is based on where the expenditure occurs.</p>
<p>Capital Values (CV)</p>	<p>These are provided by Quotable Value (QV). Using CV as the basis to charge means properties with a higher CV (land plus improvements like buildings) pay a greater share of the rates than those with a lower CV.</p>
<p>Land Values (LV)</p>	<p>The value of land alone based on QV valuations. LV is used as the basis to allocate 70% of roading costs as it reflects the productive potential of land, particularly rural land.</p>
<p>Targeted Uniform Charges (TUC)</p>	<p>The same dollar amount is charged for each type of property e.g. all urban properties are charged the same TUC.</p>
<p>Targeted Services Charges (TSC)</p>	<p>The same dollar amount is charged to all properties receiving services such as rubbish collection, recycling collection, water and wastewater services.</p>

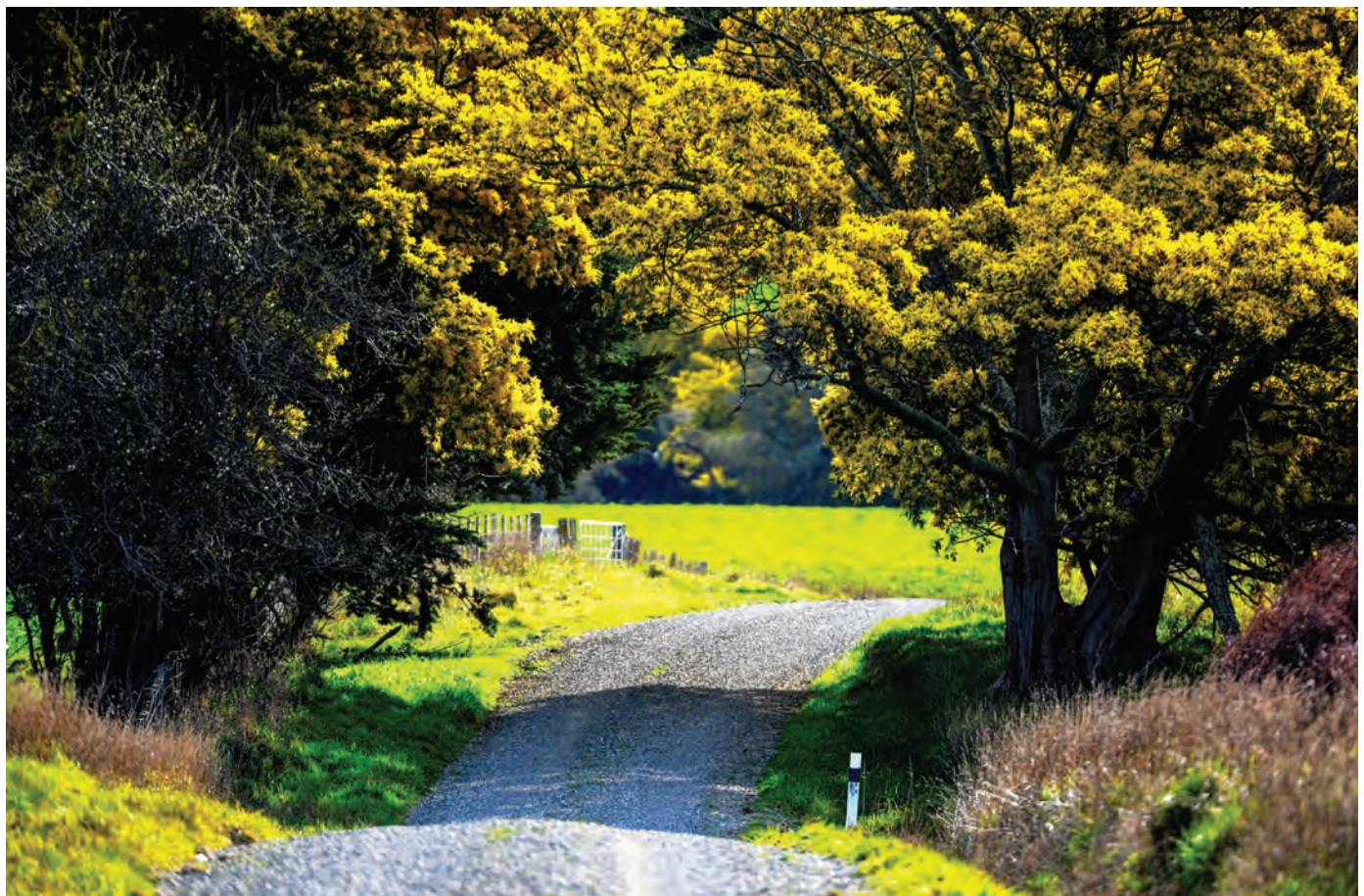
What happens currently?

Under the current policy the allocation between the different rating tools and urban and rural properties for the 2023/24 financial year looks like this.

Current makeup of rates - total



- Capital Values (CV)
- Land Values (LV)
- Targeted Uniform Charges (TUC)
- Targeted Services Charges (TSC)



NGĀ PANONITANGA I TŪTOHIA **PROPOSED CHANGES**

The role of the Revenue and Financing Policy is to divide Council costs among the community.

Note: The outcome of this review will take effect from 1 July 2024. Examples given are based on budgets from the 2023/24 financial year and current property values for selected urban (residential and commercial) and rural properties. Examples show the difference in what would be paid this financial year with the proposed change compared to under the current policy. Examples are not indications of future rates, and the actual impact for each ratepayer will depend on their individual circumstances and property revaluations, which are due from QV in December 2023.

Proposal 1: Maximising our user fees while ensuring they are fair and achievable

Where it can, the Council tries to recover costs from people who use a service by charging a user fee (e.g. building consent fees and dog registration fees). For each activity, the Council decides which portion should be paid for by users and the remainder is paid for by the community through rates.

The Council is proposing to increase the portion of user fees over the longer term to better reflect those who get the most benefit from a service.

In reviewing its policy, the Council has tried to maximise the amount collected from users, wherever possible. However, there is often a limit to the costs we can pass on to users. User charges may have been low historically and it would not be fair to increase the charge significantly in a short space of time, or increases may be unaffordable and result in unintended consequences. We have based proposed changes on user charges that have been received in recent years. The Council's proposed allocations between users and the wider community can be viewed in the proposed [Revenue and Financing Policy](#).

The impact of this proposal on fees and charges will be determined when the Council sets its Fees and Charges for 2024/25 through the 2024-34 Long-Term Plan. There will be an opportunity to have your say on those proposals when we consult on the plan.

Recognising the wider community benefit of animal control activities

Animal services is one activity area where the Council did not consider it fair or achievable to increase user fees. Dog registration fees help us fund our animal control activities to ensure animals are looked after in a safe way and that they are not causing nuisance to the public (e.g. through wandering or attacks). Our planned new animal shelter means our costs in this area are rising. The new shelter is needed to support the animal control aspect of this service, which has a wider community benefit.

The Council needs to balance how to fund its increasing animal control costs. Currently, we aim to collect 85 per cent of our animal control costs from dog owners, and the remaining 15 per cent from the wider community through rates. The Council is proposing to change this to collect 70 per cent from dog owners, and the remaining 30 per cent from the wider community through rates. This better recognises the wider community benefit of providing this service.

Why is the Council suggesting this?

We know dogs provide important companionship and social wellbeing and the Council has heard from some dog owners that our registration fees are too high.

Councils that have lower dog registration fees typically put more of the cost of animal control services onto ratepayers. These councils put more emphasis on the wider community benefit of the control of dogs and making the district a safer place to live when deciding what the share should be.

Reducing the share funded by dog owners will recognise this wider benefit and is consistent with Council's approach to ensuring user fees are fair and achievable.

What else is the Council doing to support dog owners?

We know responsible dog owners play an important role in keeping our community safe. The Council is looking at ways to further incentivise responsible dog owners by reviewing the structure of dog fees as part of setting the Fees and Charges for the 2024/25 financial year. There will be an opportunity to have your say on dog registration fee proposals when we consult on the 2024-34 Long-Term Plan.





Proposal 2: Recognising that community development benefits everyone

Community development activities include those such as the Christmas Parade, Cultural Festival, support for residents' associations, and grants to community groups. These activities contribute to improved community wellbeing and make Masterton an attractive place to live. Some of these activities are funded through Government subsidies or other funding sources but the Council also contributes through rates. The Council's share is currently funded through a rate based on the CV of a property. The Council is proposing to change this to a targeted uniform charge (TUC).

Why is the Council suggesting this?

Currently properties with a higher CV pay more. This policy was based on the assumption that people who own properties with a higher CV generally have a greater ability to pay. Changing to a TUC means every property owner will pay the same dollar amount no matter how much their property is worth. The Council thinks this is fairer since these activities can be accessed and enjoyed by everyone. This is also consistent with how we rate for community facilities like the Trust House Recreation Centre and library.

How will it impact rates?

The table below gives some examples of the impact on different property types from this proposed change. The table shows the difference that would be paid in rates in 2023/24 under the proposed policy compared to the current policy.

	Urban residential			Urban commercial (shop)	Lifestyle	Rural (farm)
Land value (LV)	\$170,000	\$215,000	\$390,000	\$370,000	\$395,000	\$4.7m
Capital value (CV)	\$330,000	\$470,000	\$830,000	\$455,000	\$835,000	\$5.32m
Annual \$ change	+\$40	+\$14	-\$52	-\$66	+\$12	-\$290
Percentage change	+1.6%	+0.5%	-1.0%	-1.1%	+0.5%	-2.4%

Proposal 3: Realigning our allocation of roading costs between urban and rural areas

The Council provides a network of local roads throughout the district. Most roading costs (e.g. roading renewals) are subsidised by the Government while some costs aren't (e.g. mowing verges, street trees).

Of the costs that are subsidised, Waka Kotahi (NZ Transport Agency) pays 56 per cent through money it gets from fuel taxes and vehicle registrations, and Council funds the rest largely through rates. Council allocates its share of the cost between urban and rural ratepayers to recognise that we spend different amounts in the two rating areas of our district.

We currently allocate 31 per cent to urban ratepayers and 69 per cent to rural ratepayers. The Council is proposing to change this to 30 per cent for urban and 70 per cent for rural.

Why is the Council suggesting this?

The Revenue and Financing Policy uses our current knowledge of spend on the roading network, splitting costs between urban and rural areas. Making this change means the allocation will better reflect the split of where we expect to apply the roading budgets.

How will it impact rates?

The table below gives some examples of the impact on different property types from this proposed change. The table shows the difference that would be paid in rates in 2023/24 under the proposed policy compared to the current policy.

	Urban residential			Urban commercial (shop)	Lifestyle	Rural (farm)
Land value (LV)	\$170,000	\$215,000	\$390,000	\$370,000	\$395,000	\$4.7m
Capital value (CV)	\$330,000	\$470,000	\$830,000	\$455,000	\$835,000	\$5.32m
Annual \$ change	-\$6	-\$7	-\$11	-\$19	+\$14	+\$98
Percentage change	-0.2%	-0.2%	-0.2%	-0.3%	+0.6%	+0.8%



Proposal 4: Paying for rural roads damaged by storms

The cost to the Council of repairing roads damaged by storms is not fully subsidised by Waka Kotahi. Council’s share is split between urban and rural ratepayers. Currently, urban ratepayers fund 35 per cent of the cost and rural ratepayers fund 65 per cent. The Council is proposing to reduce the share paid by urban ratepayers to 10 per cent and increase the share paid by rural ratepayers to 90 per cent.

Why is the Council suggesting this?

All of the road repairs damaged by storms have been in rural areas, so those in rural areas benefit more from this work. We are, however, mindful that urban ratepayers still access and use these roads on a less frequent basis. The Council is proposing to reduce the share paid by urban ratepayers and increase the share paid by rural ratepayers as we think this is a better reflection of where the benefit falls.

How will it impact rates?

The table below gives some examples of the impact on different property types from this proposed change. The table shows the difference that would be paid in rates in 2023/24 under the proposed policy compared to the current policy.

	Urban residential			Urban commercial (shop)	Lifestyle	Rural (farm)
Land value (LV)	\$170,000	\$215,000	\$390,000	\$370,000	\$395,000	\$4.7m
Capital value (CV)	\$330,000	\$470,000	\$830,000	\$455,000	\$835,000	\$5.32m
Annual \$ change	-\$11	-\$13	-\$21	-\$36	+\$26	+\$187
Percentage change	-0.4%	-0.4%	-0.4%	-0.6%	+1.2%	+1.6%

Proposal 5: Recognising urban properties' access to water supply and wastewater services

Treated urban water supply and an effective wastewater system are core services important for public health. They ensure the local community, economy, and environmental impact are sustainable.

A small portion of costs is funded through user charges and the rest is funded through rates. The portion funded through rates is currently paid through a combination of targeted uniform charge (TUC) and the capital value (CV) of properties in urban areas. The Council is proposing to move from a combination of 25 per cent TUC/75 per cent CV to 30 per cent TUC/70 per cent CV.

The Council is not proposing to move to water meter charging until it understands the outcome of the Affordable Waters Reform and a trial period in urban properties has occurred.

Why is the Council suggesting this?

All urban properties connected to the two services are charged the TUC portion to recognise they all have equal access to the services. The rest is funded through a CV rate. Using CV, higher value properties pay more as they are generally larger, use more of the services, and are assumed to have more ability to pay.

The Council is proposing to increase the TUC portion to spread more of the costs evenly across all connected properties as we think this is a more equitable basis to spread the costs of the two services.

How will it impact rates?

The table below gives some examples of the impact on different property types from this proposed change. The table shows the difference that would be paid in rates in 2023/24 under the proposed policy compared to the current policy.

	Urban residential			Urban commercial (shop)
Land value (LV)	\$170,000	\$215,000	\$390,000	\$370,000
Capital value (CV)	\$330,000	\$470,000	\$830,000	\$455,000
Annual \$ change	+\$30	+\$13	-\$31	-\$41
Percentage change	+1.2%	+0.4%	-0.6%	-0.7%

HE AHA ATU NGĀ MEA KUA PANONITIA? **WHAT ELSE HAS CHANGED?**

Better reflecting urban growth

As mentioned earlier, when determining the share of costs, Council first splits the total amount of rates between urban and rural properties before deciding on other allocations. Currently, for services that benefit the whole district, we allocate the costs based on a population split of 77.5 per cent urban and 22.5 per cent rural. We are changing this to 79 percent urban and 21 per cent rural.

Since we last reviewed the policy, Masterton's urban population has grown at a faster rate than the rural population so we need to update the policy to reflect this. We have used the actual growth in the number of Masterton properties to determine the current share, since the latest Census data from Statistics NZ is not yet available.

How will it impact rates?

The table below gives some examples of the impact on different property types from this proposed change. The table shows the difference that would be paid in rates in 2023/24 under the proposed policy compared to the current policy.

	Urban residential			Urban commercial (shop)	Lifestyle	Rural (farm)
Land value (LV)	\$170,000	\$215,000	\$390,000	\$370,000	\$395,000	\$4.7m
Capital value (CV)	\$330,000	\$470,000	\$830,000	\$455,000	\$835,000	\$5.32m
Annual \$ change	+\$22	+\$28	+\$43	+\$46	-\$70	-\$257
Percentage change	+0.9%	+0.9%	+0.9%	+0.8%	-3.2%	-2.1%



TE PĀNGA A NGĀ PANONITANGA KUA TŪTOHIA

OVERALL IMPACT OF PROPOSED CHANGES

After combining the effects of all the proposed changes, the overall impact is a reduction in the share of CV rates (down from 55.8 to 50.9 per cent) and an increase in the share of uniform and services charges (up from 28.0 to 32.9 per cent).

Total rates – current policy



Total rates – proposed policy



Urban share rates – current policy



Urban share rates – proposed policy



Rural share rates – current policy



Rural share rates – proposed policy



Capital Values (CV)
Land Values (LV)

Targeted Uniform Charges (TUC)
Targeted Services Charges (TSC)

Below is a summary of property rate movements after combining the effects of all the proposed policy changes. The table shows the difference that would be paid in rates in 2023/24 under the proposed policy compared to the current policy.

Rural examples

	Lifestyle	Rural (farm)	Forestry block	Beach, Riversdale	Beach, Castlepoint
Land value (LV)	\$395,000	\$4.7m	\$1.99m	\$440,000	\$310,000
Capital value (CV)	\$835,000	\$5.32m	\$2.08m	\$700,000	\$650,000
Current policy rates	\$2,201	\$11,958	\$5,527	\$3,087	\$2,801
Community development	+\$12	-\$290	-\$72	+\$21	+\$24
Population % change	-\$70	-\$257	-\$122	-\$64	-\$62
Roading: urban/rural subsidised split	+\$14	+\$98	+\$45	+\$15	+\$12
Roading: urban/rural storm damage split	+\$26	+\$187	+\$86	+\$27	+\$23
Proposed total rate change	-\$18	-\$262	-\$63	-\$1	-\$3
Proposed policy rates	\$2,183	\$11,697	\$5,464	\$3,086	\$2,798

Urban residential examples

	Low value urban residential	Medium value urban residential	High value urban residential	Retirement village unit	Inner CBD
Land value (LV)	\$170,000	\$215,000	\$390,000	\$142,000	\$265,000
Capital value (CV)	\$330,000	\$470,000	\$830,000	\$400,000	\$530,000
Current policy rates	\$2,532	\$3,181	\$4,938	\$2,782	\$3,504
Community development	+\$40	+\$14	-\$52	+\$27	+\$3
Population % change	+\$22	+\$28	+\$43	+\$25	+\$30
Roading: urban/rural subsidised split	-\$6	-\$7	-\$11	-\$5	-\$8
Roading: urban/rural storm damage split	-\$11	-\$13	-\$21	-\$10	-\$15
Urban water supply	+\$11	+\$5	-\$12	+\$8	+\$2
Urban wastewater	+\$19	+\$8	-\$19	+\$14	+\$4
Proposed total rate change	+\$75	+\$35	-\$72	+\$59	+\$16
Proposed policy rates	\$2,607	\$3,216	\$4,866	\$2,841	\$3,520

Urban commercial examples

	Median commercial (shop)	Industrial	CBD Building	Service Station	Supermarket
Land value (LV)	\$370,000	\$390,000	\$2.11m	\$1.09m	\$3.50m
Capital value (CV)	\$455,000	\$2.20m	\$4.86m	\$1.60m	\$10.50m
Current policy rates	\$5,783	\$20,390	\$47,600	\$17,436	\$98,690
Community development	-\$66	-\$709	-\$1,688	-\$488	-\$3,764
Population % change	+\$46	+\$192	+\$415	+\$142	+\$887
Roading: urban/rural subsidised split	-\$19	-\$20	-\$100	-\$52	-\$164
Roading: urban/rural storm damage split	-\$36	-\$37	-\$184	-\$97	-\$303
Urban water supply	-\$16	-\$175	-\$419	-\$120	-\$934
Urban wastewater	-\$25	-\$289	-\$692	-\$198	-\$1,547
Proposed total rate change	-\$116	-\$1,038	-\$2,668	-\$813	-\$5,825
Proposed policy rates	\$5,667	\$19,352	\$44,932	\$16,623	\$92,865



HE AHA ATU NGĀ MEA I WHAKAAROHIA? **WHAT ELSE HAS BEEN CONSIDERED?**

Increasing rural roading rates for forestry owners

We have heard from some parts of the community that logging trucks are having a negative impact on our rural roads and so forestry owners should pay a greater share of the rural roading rates. The Council is working hard to understand the extent of the perceived problem and whether it is appropriate to address this through the rating system.

The Council has begun initial investigations, but more work is needed to ensure it makes a good, robust decision. If our investigations show we should introduce a change, we will seek your feedback next year before it is implemented.

Rates for business, commercial and industrial properties

A non-residential urban property (e.g. a business, commercial or industrial property) currently pays twice what a residential property of the same value would pay for services rated on a LV or CV basis. This is called a “differential” of 2.0.

Based on feedback from some parts of the community, the Council considered whether this should be amended but we are proposing to keep it the same. We think this is appropriate because:

- these properties generally generate more foot and road traffic and greater use of other services (e.g. water) due to customers and clients that visit them
- the owners benefit more from economic development spending, stormwater systems in the CBD, transport, car parks, attractions such as parks, public toilets and other facilities, which helps the owners earn revenue from these properties. Much of the Council spending makes Masterton a desirable place to live and visit and businesses benefit from that.
- our approach aligns with other districts of a similar size.

Urban residential ratepayers with high value properties

Most urban residential ratepayers pay between \$2,000 - \$4,000 in rates each year, however a small portion with high value properties pay more, including some over \$6,000. We have had feedback from some of these ratepayers that their rates are too high.

Council considered whether it needed to amend its policy to address these concerns (e.g. by introducing a cap) but isn't proposing to do so. While Council acknowledges that rates are higher for some, the spread of rates is the result of all the decisions made about the best way to divide the rates up among the community. Introducing a cap would artificially lower the rates for these properties which would then need to be picked up by other ratepayers.

However, through this review Council has considered how to fund all of its activities. As a result, these property owners should see some relief through the combined effects of the proposed policy which reduces the share of urban residential rates funded based on the LV and CV from 71.1 per cent to 66.1 per cent.

Remission and postponement of rates

As part of the review, we looked at our rates remission and postponement policies.

Council is not proposing any changes to its general [Rates Remission](#) or [Rates Postponement](#) policies. We are currently reviewing the [Rates Remission and Postponement on Māori Freehold Land Policy](#) to ensure it complies with recent legislative changes and intend to consult on any proposed changes as part of the 2024-34 Long-Term Plan process.

The existing policies are available for viewing on the Council website: www.mstn.govt.nz





How you can have your say

The Council is inviting feedback from the community from Friday 20 October 2023 through to Monday 20 November 2023.



Complete our online submission form at: mstn.govt.nz (aprox 3-5mins)



Download a [fillable pdf submission form](#) and email to: submissions@mstn.govt.nz



Phone us on 06 370 6300 between 9am and 4:30pm Monday to Friday (excluding public holidays).



Pick up a submission form from the Masterton District Library or Customer Service Centre at 161 Queen Street. You can also print out our printer-friendly form from the website. 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 present their views to the Council, a hearing will be held on Wednesday 29 November 2023. You will need to indicate on your submission form that you would like to attend the hearing.

Submissions close 4pm Monday 20 November 2023

Further information

Our current and proposed Revenue and Financing Policies and supporting information can be found on our website. Visit: mstn.govt.nz

Webinar

A webinar providing further information on the review will be held on Microsoft Teams at 6pm on Wednesday, 8 November.

To register to attend, and submit questions, email: clairej@mstn.govt.nz

What happens next?

Following the October/November 2023 consultation period and hearing, all feedback will be considered by the Council at a deliberations meeting in December prior to the Council adopting a draft policy.

In early 2024, the Council will review any impacts of updated property revaluations (due from QV in early December 2023) on the draft policy before adopting a final policy as part of the 2024-34 Long-Term Plan to take effect from 1 July 2024.



Phone

06 370 6300 - 9am to 4:30pm

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.govt.nz

MSTN.GOV.T.NZ
f @MastertonDC



7.6 INVESTIGATION OF THE FORMATION OF A WAIRARAPA COUNCIL

File Number:

Author: Kym Fell, Chief Executive

PURPOSE

This report provides the minutes of the working group considering a combined Wairarapa Council and seeks formal Council agreement to: 1) investigate the formation of a combined Wairarapa Council; 2) appoint the Mayor, Deputy Mayor, one Councillor and the Chief Executive to the Joint Working Group; and 3) approve the contribution of \$50,000 to support the investigation.

RECOMMENDATIONS

That Council

1. Receives the report
2. Agrees to investigate the formation of a combined Wairarapa Council, in partnership with Carterton District Council and South Wairarapa District Council.
3. Appoints the Mayor, the Deputy Mayor, Councillor [.....], and the Chief Executive to the Joint Working Group
4. Notes that the Joint Working Group will appoint an Independent Chair to lead the investigation.
5. Approves unbudgeted operational expenditure of \$50,000 to support the investigation on the condition equivalent funding commitments are made by Carterton District Council and South Wairarapa District Council.

CONTEXT

Masterton District Council (MDC), Carterton District Council (CDC) and South Wairarapa District Council (SWDC) have been working together over the past triennium to discuss potential merger options for the Wairarapa. The work was placed on hold pending the 2022 Local Elections and has been picked up again in 2023.

Recently MDC and CDC met with the Local Government Commission (LGC) to discuss the legislative process and the next steps the Councils need to consider.

The minutes of that meeting are attached. The discussion highlighted two paths towards any potential merger. One path is council-led. The other is led by the Local Government Commission. The council-led process could be completed in time for the 2025 Local Election. An LGC-led process is unlikely to be completed in this timeframe.

ANALYSIS AND ADVICE

The next step in the council-led process is to for the three councils to agree a resolution, commit funding towards the project and set up a working group to progress the investigation.

The Local Government Commission confirmed they would be supportive of a combined Wairarapa proposal and will be available to help in a council-led process – but only when asked and within the bounds of their legislation.

To date, the Mayor, Deputy Mayor and Councillor Bowyer have participated in informal discussions on the merger question with the other Wairarapa councils. This report seeks Council agreement to participate in the next step in the process, which is to start a formal investigation into the formation of a Wairarapa Council and to contribute financially to supporting that investigation.

While there are uncertainties around the future of local government, this is an opportunity for the three councils to shape any potential merger proposal.

The \$50,000 expenditure will contribute to resourcing the independent chair and the initial research required. The decisions sought in this report do not commit MDC to any further action or expenditure. While \$50,000 is the only commitment at this point, should MDC wish to continue, there may be further financial contribution required as the project progresses.

At their meeting on 25 October Carterton District Council agreed to investigate the formation of a combined Wairarapa Council in partnership with Masterton District Council and/or South Wairarapa District Council, appointed the Mayor, Deputy Mayor and Councillor Cherry-Campbell, and approved expenditure of \$50,000 on the condition that equivalent funding commitments were made by Masterton District Council and/or South Wairarapa District Council. We have no information on South Wairarapa District Council's position.

OPTIONS CONSIDERED

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

Option	Advantages	Disadvantages
<p>1 Agree to investigate the formation of a Wairarapa Council in partnership with CDC and SWDC, to appoint the Mayor, Deputy Mayor, one Councillor and the Chief Executive to the joint working group and to approve a contribution of \$50,000 on the condition that CDC and SWDC make the same resolution and contribution.</p>	<p>The Wairarapa councils will be well placed to initiate a merger on the councils' terms if that is the outcome of the investigation process</p>	<p>The \$50,000 contribution sought is not budgeted.</p>
<p>2 Do not agree to participate in the investigation of the formation of a Wairarapa Council and do not contribute any funding to the project.</p>	<p>No funding would be contributed. No elected member or Chief Executive time would be required.</p>	<p>Without the support of all three councils the project may not proceed. If amalgamation was imposed, the Wairarapa Councils may not have the same opportunity to shape the proposal. Council has participated in merger discussions with</p>

			<p>the other councils already and it would not be consistent to withdraw from the process at this point without good reason.</p>
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RECOMMENDED OPTION

Option 1 is recommended. Council will be part of the project to investigate merger options for the three Wairarapa Councils.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Participation in the project would enable Council to contribute to the investigation of merger options. The legislative requirements for the reorganisation of local authorities are in Schedule 3 of the Local Government Act. That provides that the purpose of those reorganisation provisions is to promote good local government by enabling and facilitating improvements to local governance.

Significance, Engagement and Consultation

The decision sought in this report is not a significant decision. Any decision in the future to proceed with merger would be a significant decision under Council's Significance and Engagement Policy and consultation with the community would be undertaken.

Financial Considerations

The \$50,000 expenditure sought is not included in the 2023/2024 budget.

Implications for Māori

There are no implications for Māori in the decision sought in this report. It is envisaged that iwi would be involved in the investigation undertaken.

Communications/Engagement Plan

There is no communication or engagement plan required in relation to the decisions sought in this report.

Environmental/Climate Change Impact and Considerations

There are no environmental or climate change impacts or considerations in the decisions sought in this report.

ATTACHMENTS

- Minutes of a meeting with the Local Government Commission** [↓](#) 

Record of a meeting with Local Government Commission

Monday October 9 2023 at Carterton Events Centre commencing at 2pm

In attendance:

In-person: Brendan Duffy (Chair Local Government Commission), Penny Langley (CEO Local Government Commission), Courtney Hayward (Local Government Commission), Ron Mark (Mayor CDC), Dale Williams (Deputy Mayor CDC), Geoff Hamilton (CEO CDC), Gary Caffell (Mayor Masterton District Council), Craig Bowyer (Councillor MDC), Kym Fell (CEO MDC)

Carterton District Council

CDC outlined their desire to merge as they view the current model as unsustainable, and the Future for Local Government recommendations suggest a combined Wellington and Wairarapa Council will be the result of doing nothing;

Masterton District Council

MDC want to continue with the conversation regarding future options but want to ensure there is community support for any proposed merger or combination of Councils.

South Wairarapa District Council

SWDC have advised via Gary Caffell that SWDC wish to be part of the ongoing conversations with MDC and CDC and LGC;

Local Government Commission

Brendan Duffy talked through the two potential paths Councils can follow to merge or combine.

- 1) Council led process – likely to be able to meet 2025 Local Government Election timeframe. Needs to start with a resolution from all three Councils reflecting the exact same wording. Also needs a funding commitment to start the process. Needs someone to lead the work and requires public and mana whenua engagement at all steps of the process. LGC can advise but don't lead this work – Councils do. LGC will review the work and ensure public support for the proposal. LGC has limited options to refuse if all steps followed. No formal public vote / referendum required if all steps followed.
- 2) LGC led process – likely to take three years – so probability it will miss the 2025 Local Body elections. Slower process as LGC have to engage with everyone and anyone and look at all possible options. Funded by LGC, but potential for LGC recommendation which don't work for the Wairarapa (i.e. can result in failure – like last time)

LGC strongly recommended the two (or three) Councils start the process with formal Council resolutions of the same wording, along with a funding commitment – if that doesn't get over the line the potential for any merger or combination is slim indeed.

LGC made it clear they will only advise when asked. They will not lead the process, and will not get involved unless specifically asked a question.

Issue with all three Councils finding funding to support the Council led process – could be an initial investment of \$100k each. LGC unable to help with this – maybe DIA can support the work or the new Local Government Minister?

Suggested next steps

Suggestion on the next steps is Councils pass formal resolutions to:

- 1) Investigate the formation of a Wairarapa Council, and
- 2) Form a Committee made up of the Mayor, Deputy Mayor, one Councillor and the CEO of each Council to progress the work and regularly report back to Council, and
- 3) Require the Committee to appoint an Independent Chair to lead the investigation, and
- 4) Commit funding (to be agreed) towards the investigation.

The meeting closed: 3.45 pm

8 REPORTS FOR INFORMATION

8.1 CHIEF EXECUTIVE'S REPORT

File Number:

Author: Kym Fell, Chief Executive

PURPOSE

The purpose of the attached report is to provide Council with an update on Council operations (as at 4 December 2023)

RECOMMENDATION

That Council receives the Chief Executive's Report as at 4 December 2023

ATTACHMENTS

1. Chief Executive's Report [↓](#) 

CHIEF EXECUTIVE'S REPORT

13 DECEMBER 2023

Word from the CE

Since our last Council meeting on 25 October 2023, I have spent a considerable amount of time meeting with leaders of organisations throughout Masterton and Wellington to strengthen relationships and partnerships.

A number of these organisations include the Department of Internal Affairs (DIA), Audit New Zealand, Waka Kotahi, Nuku Ora, WellingtonNZ, Te Tahua o Rangitane, Ngāti Kahungunu ki Wairarapa Tāmaki nui-a-Rua, Destination Wairarapa, Business Wairarapa, Apollo Project Management, Masterton Trust Lands Trust, Trust House, Aratoi Regional Trust - Wairarapa Museum of Art and History, Y Central' YMCA, Transit Coachlines, Commercial Property Developers, Air Chathams, Wellington Water and groups such as Masterton Ratepayers & Residents Association and Friends of The Park.

I also attended two sector meetings to represent Masterton District Council, these include LGNZ Rural & Provincial in Wellington and the [Taituara - Local Government Professionals Aotearoa conference](#) in Hastings.

Aside from this, I have also been incredibly busy visiting our own sites, such as the Wastewater Treatment Plant at Homebush, the Freshwater Treatment Plant at Kaituna, the Transfer Station and Recycling Centre operated by Earthcare Environmental, the temporary and new Animal Shelter sites, our Library & Archive Services, Trust House Recreation Centre and finally, a morning in the field with our Environmental Services Team.

I have also participated in regional forums such as: the Wellington Regional Leadership Committee, Wellington Economic Development Strategy (WEDS), Wairarapa Committee, Wairarapa Recovery Group, Regional Transport Committee, Regional Chief Executive Forum, Taituara Chief Executives Forum, Wairarapa Water Resilience Strategy Working Group, Town Hall/Civic Centre Steering Group, Masterton District Council Rural Advisory Group, Wellington Region Water Services Entity Steering Group (Entity G) and the Civil Defence Emergency Management Recovery seminar.

In November, I commissioned on behalf of Council an independent review of the Cockburn Street and Colombo Road Stormwater/Wastewater inundation. [GHD](#), one of Australasia's most experienced engineering firms, will conduct the review with their report findings presented to Council in February 2024. The scope of the review is to assess the available data and the work undertaken to date and gain an understanding of the holistic problem, provide confidence or otherwise that actions

taken to date are reasonable and will provide a short-term solution, provide options and/or recommendations for next steps and develop a high-level road map for actions and options to improve the long-term performance of the Masterton wastewater network.

Another exciting piece of work I have been involved with is advancing the options for a new town hall, an upgraded library & archives building and an expanded municipal building. A considerable amount of innovative thinking has occurred with the formation of an energised steering group, the appointment of a local architecture firm, and the keen involvement from our project team. We look forward to presenting several design options in the upcoming long-term plan (LTP) consultation document for feedback.

Finally, as 2023 concludes, we have an intense six months ahead in the lead up to adopting the LTP prior to the end of June. When Council returns in the new year, we hope to have more clarity on the government's position relating to the water reforms and the impact these decisions will have on our district and the wider region. We also need to focus on prioritisation, making tough decisions and compromise, particularly when it comes to financial constraints, competing demands and an uncertain economy.

I would like to wish our Mayor, Deputy Mayor, Elected Members and Iwi Partners a very relaxing and enjoyable festive season, and I look forward to working with you in 2024 and beyond.

National and Regional Context

New Government's 100 Day Plan

In November 2023, the National Party announced it had formed a new coalition government with ACT and New Zealand First. The new government has since released its 100-day plan with 49 actions, many of which will have implications for local government including:

- Introducing legislation to repeal the Water Services Entities Act 2022, also known as the Three Waters reforms.
- Repealing the Spatial Planning and Natural and Built Environment Act and introducing a fast-track consenting regime.

We will continue to monitor the implementation of the 100 day plan and respond accordingly.

Infometrics Quarterly Economic Monitor

The Infometrics economic monitor for the September 2023 quarter¹ provided the following overview for Masterton district:

Although the Masterton economy grew at a moderate pace of 2.3% p.a. over the year to September 2023 according to provisional estimates from Infometrics, growth has slowed considerably in recent quarters, growing by just 0.5% in the September quarter. The period of strong growth experienced by Masterton during the pandemic and post-pandemic period has ended. The economy is facing strong headwinds and most indicators we monitor have deteriorated.

The growth in consumer spending in Masterton of just 1.6% p.a. over the year to September 2023 was well below the rate of inflation (5.6%) indicating that Masterton households are consuming considerably less than they were a year ago.

Masterton's population grew by 1.4% p.a. over the year to June 2023 according to Stats NZ's estimated resident population series. Growth has slowed from a recent peak of 3% p.a. in 2020 and has dropped below national population growth for the first time since 2017. Natural change (births minus deaths) fell below zero for the first time.

The slowing economy is reflected in a weakening labour market. Employment growth dropped to 1.9% p.a. over the year to September 2023, well below national growth of 3% p.a. and well down from a recent peak of 3.4%. The number of Jobseeker Support recipients has jumped to 936 in the September 2023 quarter up

¹ <https://gem.infometrics.co.nz/masterton-district>.

from a post-COVID low of 765 in the June 2022 quarter. The unemployment rate averaged 2.4% p.a. over the year to September 2023. The rate is up from a low of 2% p.a. a few quarters back but is still very low by historical standards and compared to other parts of the country.

House values have continued to fall, dropping to an average of \$557,000 in the September 2023 quarter down from a peak of nearly \$700,000 in March 2022. Despite the fall in house values, residential consents have held up better. A total of 61 residential consents were issued in the September quarter, well above the 10-year quarterly average of 41. However, non-residential consents were down sharply in the year to September 2023, running at about 65% of the 10-year average

Strategy and Governance Activity

District Level Updates

Activity currently being undertaken by our Climate Change and Environment officers include:

- Presentations to budget holders and Council workshops on climate change assumptions and climate change implications for the draft Long-term Plan 2024–2034.
- Reviewing the climate change aspects of the proposed Combined District Plan and preparing officers submission.
- Attending the launch of the Mauri Tūhono biodiversity framework for the Wellington region.
- Facilitating meetings, such as the MDC Climate Advisory Group (CAG) meeting and a joint hui with CAG and Community Climate Fund recipients,
- Attending relevant community events, such as the Wairarapa Community Network hui, Environment Educators whakawhanaunga evening, and the 'Take the Jump' community initiative.

Activity undertaken by the wider team has primarily focussed on progressing work associated with the 2024-34 Long-Term Plan process, including reviewing the Revenue and Finance Policy and Significance and Engagement Policy. Reports on each of these policies are included in this agenda. An update on the Long-Term Plan was reported to Council's Audit and Risk Committee in November 2023.

Regional Level Updates

Future Development Strategy

Consultation on the Future Development Strategy for the Wairarapa-Wellington-Horowhenua region that is being led by the Wellington Regional Leadership Committee (WRLC) closed on 9 November 2023. A total of 100 submissions were received. Hearings are scheduled for Monday 11 and Wednesday 13 December,

with deliberations to follow. A draft Implementation Plan is also being developed. The final Future Development Strategy and the Draft FDS Implementation Plan is scheduled for endorsement at the WRLC meeting on 12 March 2024.

Regional Food Systems Strategy

Officers attended a wānanga as part of the development of a regional food system strategy, which is being led by Te Whatu Ora for the Wellington Regional Leadership Committee (WRLC). Over the last year, Te Whatu Ora has been co-ordinating three strands of development (technical, community, and mana whenua) and the wānanga's purpose was to weave together the three strands and reconcile any differences. A report will be presented to WRLC in December 2023.

Climate Change Impact Assessment and Regional Emissions Reduction Plan

An update on both regional climate change projects was delivered to the Joint Council Forum on 6 December.

Use of the Masterton District Council Seal

The Masterton District Council Delegations Register (adopted by Council in November 2022) requires all use of the Common Seal to be reported to Council.

The Masterton District Council Common Seal, signed by Mayor Gary Caffell and Chief Executive Kym Fell, was, on Monday 27 November 2023, used to authorise an instrument creating esplanade strip, in favour of the Masterton District Council as Grantee, for the purpose of enabling public access along the Tinui River over land.

Grants

Masterton District Creative Communities Scheme

Round 2 closed on 24 November 2023 with five applications received. The projects seeking funding in this round are Outdoor Poems, Film Talks on Air, Orchestra Showcase, Saturday Laughs Comedy Show and a Documentary Film on Creative Workshops. The Assessment Committee will meet on 7 December to consider these.

Finance Report

The adoption of the 2022/23 Annual Report on the 29 November 2023 was the conclusion of a significant amount of work for the Finance and Corporate Planning staff. The clear audit opinion is something the Council can be very satisfied with. The auditor's management report has yet to be received and will be considered at the February 2024 A&R Committee. The Annual report provides detailed information

about the Council's performance against the measures and financial budgets that were set in the 2022/23 Annual Plan and it also reflects the financial impacts of the storm events that the District was affected by, particularly the costs of maintaining a fully functioning rural road network.

Included in the Annual Report as an event post-balance date was the flagging of potential future liability for calls by Riskpool, a former mutual fund liability insurer. As a member of that mutual fund, the Council is still liable to meet its share of any shortfall between the premiums paid and the claims they pay out on relating to each year of insurance cover. They have issued an invoice for \$64,719 as Masterton District Council's share of the deficit they are currently carrying. While this sum is unbudgeted, it will be absorbed within Council's operating costs and reported on as part of future financial reporting. It is anticipated that savings and additional revenue will be found to offset it.

A recent Napier City Council vs Riskpool Supreme Court decision has meant there is a greater likelihood of further calls on member councils.

This week we are borrowing a further \$6m as part of normal business. \$1m will be applied to Council's capital programme and per the Annual Plan and \$5m is pre-funding to be placed on term deposit until 15 July 2024 when an LGFA bond is scheduled for repayment. The interest earned on deposit will offset the cost of the interest paid during the pre-funding period.

Council's cashflows are beginning to be impacted by the lack of confirmation of funding from Waka Kotahi for the repair of road damage as a result of cyclones Hale & Gabrielle. Work is proceeding on the repairs, with \$2.77m spent year to date, but subsidy funding (budgeted at 76%) has not yet been approved or been able to be claimed.

The 2023 Rating Valuations from Quotable Value Limited (QV) were due to be released in early December, but the audit by the Office of the Valuer General (OVG) identified a lack of enough underlying sales evidence for some property types. The wider acting for that evidence has meant a delay and we will not now receive the revaluation until late January 2024.






The financial reports for the four months to 31 October 2023 are indicating net expenditure close to the budgeted levels. External income is below planned for solid waste (lower tonnages to landfill than planned) and the airport (lease revenue increases have not been achieved). Financial contributions from developers are 8.4% more than planned YTD, while Building Services revenue is close to last year and 36% more than planned – indicating continuing high level of activity in the building sector.

Local Government Official Information and Meetings Act Requests

For the period 13 October 2023 to 28 November 2023, Council received a total of nine Local Government Official Information Act (LGOIMA) requests.

The volume of LGOIMA requests received has decreased, while the average number of days to complete responses has decreased.

Media enquiries covered a range of subjects, including work on wastewater, covering noise complaints, and more incidents of plant thefts from Queen Elizabeth Park. As with other Councils in Wairarapa, we were asked about the number of workshops held to date this triennium. On a lighter note, information was sought about Council rules relating to nude gardening.

				
Total requests received	Completed	Average days for completion	Completed within statutory timeframe	NOT completed within statutory timeframe
9 LGOIMA	7	12	11	1
35 Media	35	1	N/A	N/A

Customer Services

For the period from 1 October to 29 November 2023, we have received a total of 4,000 calls via the Call Centre, this excludes calls taken by our After-Hours Call Centre.

The number of daily walk-in customers has been varied, with the busiest time being around Rates instalment (20 November). There has been a noticeable drop in face-to-face or over-the-counter transactions, however the customer enquiries or reports of issues are well alive!

Service Requests

1,291 service requests were generated over the period, 1,246 open service requests were completed.

The highest business areas this month are as follows: Dog Control - 288 requests raised with 310 open requests completed. City Care received 201 requests for service, closing off 171 open requests. The General Inspectorate continues to receive many requests, 151 requests of which 161 open requests being closed. These continue to be related to parking infringements and explanations.

Compliments and Complaints – October to November

From 1 October to 29 November 2023, five compliments were received.

Compliments ranging from thanking the staff for the amazing customer service and

not having to wait for lengthy periods of time on the phone, to the clean-up that happened quickly following a report of leaves and debris needing removal.

There are two current complaints that remain active. Continued monitoring of one of the complaints by the Utility Services team is ongoing. Progress updates are being provided to the customer via phone as required. The second complaint is in the initial stages of investigation.

All complaints are handled as described in the Compliments and Complaints Policy for Masterton District Council.

8.2 MEETING REPORTS FROM COUNCILLORS

File Number:

Author: Gary Caffell, Mayor

PURPOSE

Councillors are appointed to a number of external groups and organisations as representatives of Masterton District Council. This agenda item allows Councillors to report back on meetings attended in that capacity.

RECOMMENDATION

That Council receives the verbal meeting reports from Councillors.

ATTACHMENTS

Nil

8.3 MAYOR'S REPORT

File Number:

Author: Gary Caffell, Mayor

PURPOSE

The Mayor will provide a verbal report.

RECOMMENDATIONS

That Council receives the verbal report from the Mayor

ATTACHMENTS

Nil

9 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATIONS

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 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 for the passing of this resolution
<p>9.1 - Public Excluded Minutes of Council Meeting held on 25 October 2023</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(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</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	<p>interest</p> <p>s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public</p> <p>s7(2)(e) - the withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	
<p>9.2 - Audit and Risk Committee Meeting - 15 November 2023</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(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</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	<p>s7(2)(e) - the withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	
9.3 - Hearings Committee Meeting - 29 November 2023	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
9.4 - North Island Weather Event - Wairarapa Recovery Voluntary Buy-Out Programme (Covering report)	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
9.5 - Te Whatu Ora Localities and Boundary Determination	s7(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	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7