



TE KAUNIHERA-Ā-ROHE O TARATAHI  
**CARTERTON**  
DISTRICT COUNCIL

# **AGENDA**

## **Extraordinary Council Meeting**

**Date: Wednesday, 30 June 2021**

**Time: 1:00pm**

**Location: Carterton Events Centre  
50 Holloway Street  
Carterton**

Mayor G Lang

Deputy Mayor R Vergunst

Cr R Cherry-Campbell

Cr S Cretney

Cr B Deller

Cr D Williams

Cr J Greathead

Cr R Keys

Cr R Stockley





**Notice is hereby given that an Extraordinary Meeting of Council of the Carterton District Council will be held in the Carterton Events Centre, 50 Holloway Street, Carterton on:**

**Wednesday, 30 June 2021 at 1:00pm**

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**1 KARAKIA TIMATANGA**

*Mai i te pae maunga, raro ki te tai*

*Mai i te awa tonga, raro ki te awa raki*

*Tēnei te hapori awhi ai e Taratahi.*

*Whano whano, haramai te toki*

*Haumi ē, hui ē, tāiki ē!*

**2 APOLOGIES**

**3 CONFLICTS OF INTERESTS DECLARATION**

**4 PUBLIC FORUM**

**5 YOUTH COUNCIL VIEWS ON AGENDA ITEMS**

## **6 CONFIRMATION OF THE MINUTES**



### **6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 12 MAY 2021**

#### **1. RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held on 12 May 2021 are true and correct.

**File Number:** 128167

**Author:** Casey Spencer, Democratic Services Coordinator

**Attachments:** 1. Minutes of the Ordinary Council Meeting held on 12 May 2021

**MINUTES OF CARTERTON DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE CARTERTON EVENTS CENTRE, 50 HOLLOWAY STREET, CARTERTON  
ON WEDNESDAY, 12 MAY 2021 AT 1:15PM**

**PRESENT:** Mayor Greg Lang, Deputy Mayor Rebecca Vergunst, Cr Robyn Cherry-Campbell, Cr Steve Cretney, Cr Brian Deller, Cr Jill Greathead, Cr Russell Keys, Cr Rob Stockley

**IN ATTENDANCE:** Jane Davis (Chief Executive), Dave Gittings (Infrastructure, Services and Regulatory Manager), Geri Brooking (People and Wellbeing Manager), Kelly Vatselias (Corporate Services Manager), Glenda Seville (Community Services Manager), Elisa Brown (Communications and Engagement Advisor), Melanie Barthe (Climate Change Advisor), Joseph Gillard (Cobblestones Museum), Sheree Dewbery (Executive Assistance), Ra Smith, Dame Margaret Bazley & Geoff Henley (Wairarapa Water Resilience Group)

## **1 KARAKIA TIMATANGA**

The meeting was opened by a Karakia led by Cr Rob Stockley.

## **2 APOLOGIES**

An apology was received for Mihi Namana.

Cr Steve Cretney / Cr Rob Stockley

**CARRIED**

## **3 CONFLICTS OF INTERESTS DECLARATION**

There were no conflicts of interests.

### **7.1 DECLARATION BY ELECTED MEMBER**

#### **PURPOSE**

For the newly elected member Dale Williams to make his declaration, as required by clause 14 of Schedule 7 of the Local Government Act 2002.

## **4 PUBLIC FORUM**

Chris Engel, Carterton resident, addressed the Council in relation to Council/Committee Meeting Minutes and the process of how these are adopted to ensure full transparency.

Mike Osborne, Carterton resident, addressed Council regarding the Ruamāhanga Climate Change Strategy and the Wairarapa Water Resilience Strategy.

## 5 COBBLESTONES ACTIVITY UPDATE

Joseph Gillard, Carterton District Council's representative on the Cobblestones Museum board, spoke to his written report updating the Council on recent Cobblestone Museum activities.

## 6 CONFIRMATION OF THE MINUTES

### 6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 17 MARCH 2021

#### **MOVED**

That the Minutes of the Ordinary Council Meeting held on 17 March 2021 are true and correct.

Cr Jill Greathead / Cr Rob Stockley

**CARRIED**

## 7 REPORTS

### 7.2 CHANGES TO THE ARRANGEMENTS FOR MARAE REPRESENTATIVES ON COUNCIL COMMITTEES

#### **PURPOSE**

For the council to consider full voting rights for Hurunui-o-Rangi Marae representatives on Council's committees, and to consider payments for the representatives.

#### **MOVED**

That the Council:

**Receives** the report.

**Notes** the Council and Hurunui-o-Rangi Marae are renegotiating the current Memorandum of Understanding between the parties, reflecting that the relationship has developed since the current MOU was signed in 2017.

**Agrees** to amend the Terms of Reference for the following Committees to provide for Hurunui-o-Rangi Marae representatives to have full voting rights:

- i. Audit and Risk Committee
- ii. Policy and Strategy Committee
- iii. Infrastructure and Services Committee.

**Agrees** to remunerate Hurunui-o-Rangi Marae representatives attending full Council meetings, Council workshops and meetings and workshops for the following committees:

- a. Audit and Risk Committee
- b. Policy and Strategy Committee
- c. Infrastructure Services Committee.

**Agrees** to set the remuneration for Hurunui-o-Rangi Marae representatives at \$180 per full day (i.e. over 4 hours) and \$90 per half day (or part thereof).

**Notes** that Hurunui-o-Rangi representatives attending Council Advisory Group meetings will not be eligible for remuneration.

Deputy Mayor Rebecca Vergunst / Cr Robyn Cherry-Campbell

**CARRIED**

## 7.6 WAIRARAPA WATER RESILIENCE STRATEGY

### PURPOSE

For the council to receive the Wairarapa Water Resilience Strategy.

### MOVED

That the Council:

**Receives** the report.

Cr Robyn Cherry-Campbell / Cr Brian Deller

**CARRIED**

**Receives** the Wairarapa Water Resilience Strategy, in **Attachment 1**.

Cr R Stockley / Cr Brian Deller

**CARRIED**

**Notes** that the two other Wairarapa District Councils will also be receiving the strategy, and that Greater Wellington Regional Council will adopt the Strategy.

Cr Jill Greathead / Cr Robyn Cherry-Campbell

**CARRIED**

**Notes** that the Regional Council's Wairarapa Committee will provide governance oversight of the strategy.

Cr Robyn Cherry-Campbell / Cr Rob Stockley

**CARRIED**

## 7.7 RUAMĀHANGA CLIMATE CHANGE STRATEGY REVIEW

### PURPOSE

To inform the Council of the reviewed version of the Ruamāhanga Strategy and Implementation plan, and the Corporate Greenhouse Gas Emissions Inventory (2020).

### RECOMMENDATION

That the Council:

**Receives** the report.

**Adopts** the reviewed version of the Ruamāhanga Climate Change Strategy and Implementation plan in **Attachments 1 and 2**.

**Note** the Greenhouse Gas Inventory report for Carterton District Council in 2020 in **Attachment 3**.

Cr Rob Stockley / Cr Brian Deller

**CARRIED**

### 7.3 CHANGES TO COMMITTEE TERMS OF REFERENCE AND APPOINTMENTS

#### PURPOSE

For the council to amend the Terms of Reference of the Policy and Strategy and Community Grants Committees and appoint the newly elected member (Dale Williams) to committees and other positions.

#### MOVED

That the Council:

**Receives** the report.

**Agrees** to amend the Terms of Reference for the Policy and Strategy Committee and the Community Grants Committee, in **Attachment 1**.

Cr Jill Greathead / Cr Rob Stockley

**CARRIED**

**Appoints** Councillor Dale Williams to the following Committees:

- i. Audit and Risk Committee
- ii. Rural Travel Fund Committee
- iii. Carterton Community Grants Committee
- iv. RSA Grants Committee
- v. Wairarapa Library Committee

Cr Robyn Cherry-Campbell / Cr Rob Stockley

**CARRIED**

**Appoints** Councillor Williams to the Economic Development Advisory Group.

Cr Robyn Cherry-Campbell / Deputy Mayor Rebecca Vergunst

**CARRIED**

**Agrees** that Councillor Williams hold the following deputy portfolio leader roles:

- i. Rural
- ii. Finance

Cr Brian Deller / Cr Jill Greathead

**CARRIED**

**Replaces** Cr Cherry-Campbell with Cr Dale Williams on the Infrastructure and Services Committee.

Cr Jill Greathead / Cr Rob Stockley

**CARRIED**



**Appoints** Cr Dale Williams to the Chief Executive Recruitment Committee and make the consequential changes to the Committees Terms of Reference.

Cr Robyn Cherry-Campbell / Deputy Mayor Rebecca Vergunst

**CARRIED**

**Cr Brian Deller left the meeting at 2:55pm**

#### **7.4 ADOPTION OF THE DRAFT RESERVE MANAGEMENT PLAN**

##### **PURPOSE**

For the council to adopt the Draft Reserve Management Plan.

##### **MOVED**

That the Council:

**Receives** the report.

**Adopts** the Draft Reserve Management Plan in **Attachment 1**.

Deputy Mayor Rebecca Vergunst / Cr Dale Williams

**CARRIED**

#### **7.5 ADDITIONAL IRRIGATION TO LAND INVESTIGATION**

##### **PURPOSE**

For the council to approve an unbudgeted expenditure to investigate the suitability of additional land for wastewater irrigation.

##### **MOVED**

That the Council:

**Receives** the report.

Cr Robyn Cherry-Campbell / Cr Dale Williams

**CARRIED**

**Agrees** to the unbudgeted expenditure of up to \$100,000 to investigate the suitability of additional land near Daleton Farm for wastewater discharge.

Deputy Mayor Rebecca Vergunst / Cr Dale Williams

**CARRIED**

**Cr S Cretney voted against this motion**

## 7.8 LGNZ REMIT: PUPPY FARMING

### PURPOSE

For the council to consider supporting a remit to the Local Government New Zealand Annual General Meeting on “puppy farming”.

### MOVED

That the Council:

**Receives** the report.

**Agrees** to support Porirua City Council’s proposed “puppy farming” remit to the AGM of Local Government New Zealand.

Cr Jill Greathead / Cr Rob Stockley

**CARRIED**

**Cr Dale Williams voted against this motion**

## 7.9 LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT REQUESTS

### PURPOSE

To inform the Council of the number of requests under the Local Government Official Information and Meetings Act (LGOIMA) 1987 received between 9 March and 6 May 2021.

### MOVED

That the Council:

**Receives** the report.

Cr Robyn Cherry-Campbell / Cr Steve Cretney

**CARRIED**

## 7.10 ELECTED REPRESENTATIVE ACCOUNTABILITY REPORT

### PURPOSE

To provide a report on elected members’ activities since the last Council meeting.

### MOVED

That the Council:

**Receives** the report.

**Notes** the elected members’ activity reports, which will be tabled at the meeting.

Cr Rob Stockley / Cr Dale Williams

**CARRIED**

**7.11 FINANCIAL REPORT FOR THE 9 MONTHS ENDING 31 MARCH 2021****PURPOSE**

To present the financial results for the financial year to 31 March 2021.

**RECOMMENDATION**

That the Council:

**Receives** the report.

**Notes** the results for the nine months to 31 March 2021.

**Notes** the report was received late and Elected Members may have further questions.

Cr Robyn Cherry-Campbell / Cr Rob Stockley

**CARRIED**

**7.11 CHIEF EXECUTIVE'S REPORT****PURPOSE**

To inform Council of officers' activities since the previous meeting held 17 March 2021.

**MOVED**

That the Council:

**Receives** the report.

Cr Robyn Cherry-Campbell / Cr Rob Stockley

**CARRIED**

## 8 EXCLUSION OF THE PUBLIC

### RESOLUTION TO EXCLUDE THE PUBLIC

#### MOVED

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
<b>8.1 - Appointment of Interim Chief Executive</b>	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
<b>8.2 - Request to Waive Excess Water Charge Account W81750</b>	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
<b>8.3 - Request to Waive Excess Water Charge W30475</b>	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
<b>8.4 - Requests to Waive Excess Water Charge W63025</b>	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

Mayor Greg Lang / Deputy Mayor Rebecca Vergunst

**CARRIED**

**MOVED**

That Council moves out of Closed Council into Open Council.

Cr Steve Cretney / Cr Dale Williams

**CARRIED**

**9 KARAKIA WHAKAMUTUNGA**

The meeting was closed with a Karakia led by Cr Rob Stockley.

**The Meeting closed at 5:50pm.**

**Minutes confirmed:** .....

**Date:** .....

## 7 REPORTS



### 7.1 MINUTES OF THE LONG TERM PLAN SUBMISSIONS PUBLIC HEARING HELD 5 AND 6 MAY 2021

#### 1. RECOMMENDATION

That the Minutes of the Long Term Plan Submissions Public Hearing held on 5 and 6 May 2021 are true and correct.

**File Number:** 128209

**Author:** Casey Spencer, Democratic Services Coordinator

**Attachments:** 1. Minutes of the Long Term Plan Submissions Public Hearing held on 5 and 6 May 2021 [↓](#)

**MINUTES OF THE OF THE CARTERTON DISTRICT COUNCIL PUBLIC HEARINGS MEETING TO BE HELD  
AT THE CARTERTON EVENTS CENTRE, 50 HOLLOWAY STREET,  
ON WEDNESDAY 5 MAY 2021 AND THURSDAY 6 MAY 2021 AT 8:30AM**

**PRESENT:** Mayor G Lang (Chair), Deputy Mayor R Vergunst, Cr R Cherry-Campbell,  
Cr S Cretney, Cr B Deller, Cr J Greathead, Cr R Keys, Cr R Stockley

**IN ATTENDANCE:** J Davis (Chief Executive), D Gittings (Infrastructure, Services and Regulatory  
Manager), G Brooking (People and Wellbeing Manager), G Seville (Community  
Services Manager) E Brown (Communications and Engagement Advisor),  
C Spencer (Democratic Services Coordinator), D Williams.

**1. KARAKIA**

The meeting was opened with a Karakia led by Cr R Stockley.

**2. APOLOGIES**

An apology for lateness was received for Cr J Greathead.

Deputy Mayor R Vergunst / Cr R Stockley  
CARRIED

**3. CONFLICT OF INTEREST**

The following conflicts of interest were declared:

Cr B Deller: Any submissions relating to Eastern Growth

Cr R Cherry-Campbell: Submissions received from family

**4. FEEDBACK RECEIVED ON THE 2021–2031 TEN YEAR PLAN TE MĀHERE NGAHURUTANGA**

**Moved**

That the Council:

1. **Receives** the report.
2. **Hears** Submitters.

Cr R Cherry-Campbell / Deputy Mayor R Vergunst  
CARRIED

**Hearing of submissions***Andy Curtis-Cody*

Andy spoke to his written submission. Andy talked how much rates have increased and the little benefit he has received as a result of this. Believes the three key areas of focus in NZ right now relate to the global pandemic of COVID-19, climate change and the health pandemic of obesity. There is no direct action in the Long-Term Plan relating to these issues. He does not support extra carparking, but advocates for cycleways. He recommends speed reductions on Park and Belvedere Rd.

*Roger Boulter*

Roger spoke to his written submission. Roger asks Council to fulfil the commitment made in December 2016 to complete the footpath retrofit programme. The budget for footpaths in plan only covers business as usual with a discrepancy between what we have in budget vs budget of what we actually need. We should lobby government for funding towards footpaths. Bike trails are needed but more emphasis needs to be put on footpaths.

Mayor Lang asked if he was aware of the Wellington Regional Trails Framework document and his thoughts on that. He was in favour of the document and thought it was very promising.

*Tom Conwell*

Tom spoke to his written submission. He suggested that if the yard relocation goes ahead and opens this space up for car parking, that there should be access made to link through to Carrington Park. It would involve moving the tennis courts, but the overall benefit would be big for town. Linking up the Park and Holloway St, Carterton two biggest assets, would transform this space and make the park a much safer, more usable environment. Tom shared some of his design ideas for the space including a pump track.

Deputy Mayor R Vergunst asked Tom for clarification of his design ideas.

*Ron Shaw*

Ron spoke to his written submission. He was in favour of the "Big jar of ideas" consultation initiative. Is supportive of the key consultation ideas subject although he has concerns around the costing for the Five Town Trail and Town Centre projects and these should be subject to a review of costings, as he believes they are undercooked. Believes Councils project management, costing and scoping needs better discipline and referred to budget overrun of past projects. Peer reviews advisable. Potable water transgression should be reviewed and wants to know what is being done for future water provision as currently nothing in place.

Cr R Stockley asked how water tanks at ratepayer level should be implemented. Ron sees the Council providing the means to enable people to store distributed water.



*Hon Ron Mark*

Ron spoke to his written submission. He wanted to bring attention to a typo error in his submission. He does not support any of the three proposals in the Consultation Document. He does not believe council should be investing in “nice to haves” when we are facing infrastructure issues. He spoke of fighting off amalgamation as he believed Carterton District Council was strong enough to stand on their own. We need to focus on water resilience; water reticulation and wastewater management and roading should be priority. Would like to know what the criteria for sealing roads is, wants this to be consistent. Hoeke Road condition is terrible and maintenance management of this road has not been good and the condition has deteriorated rapidly. Asked that in District Plan that development contributions be reviewed.

Cr R Cherry-Campbell asked for traffic count numbers in Hoeke Road, Ron was unsure of these numbers.

*Michael Hewison*

Michael spoke to his written submission. He raised concern over the ballot box not being out and available when he came to drop off his by-election voting papers. He believes the Councils overall procurement process has systematic problems. Would like more knowledge out to the community. Believes the projects proposed be halted until costs are fully investigated and that project management needs to be of priority. Highlighted Marshall Road as needing maintenance.

*Wairarapa Dark Sky Association**Ray Lilley and Viv Napier*

Ray and Viv spoke to their written submission. They thanked the Council for their support on the project to date. An update was given of lighting plan. Consultation will begin in October, and they are seeking funding to employ a part-time co-ordinator from the Councils, approx. \$5-6k each.

Deputy Mayor R Vergunst asked if they were also looking outside the three Councils for funding and they are.

Mayor G Lang asked if Greater Wellington Regional Council and Masterton District Council would also contribute to this funding, and this would be expected once they join the project.

Submissions reviewed #1-2

*Helen Dew*

Helen spoke to her written submission. Believes Climate Change is the biggest issue facing Carterton and encourages Elected Members to familiarise themselves on Climate Change Science. Strongly opposes parking in Holloway St. believes the Cycle trail project has safety issue. She does support diverse section sizes for housing, supports the Co-housing submission. Helen does not support water funding from rates. Would like to see a multipurpose/repair facility established in Carterton, would help limit waste and help with employment. We need to cater to local residents first before tourists.

Submissions reviewed #3-21

**The meeting adjourned at 10:30am**

**The meeting reconvened at 11:00am****Hearing of submissions***Christine Kernohan*

Christine spoke to her written submission. Disappointed in the three key issues up for consultation. Climate emergency and water resilience are the biggest issues we are facing. There is no reference to the climate change emergency in NZ right now in the Long-Term Plan. Christine suggested many ideas on how council and residents can implement to benefit climate change. Why does our climate change advisor not report back to community as a whole and only to staff on how to mitigate our emissions? Would be good to share this information. Stop talking about climate change and start making actions.

Cr R Stockley asked about water tanks on individual properties, should council pay or ratepayer?

Christine suggested the cost of water tanks should be part of the cost when buying a new house. Newbuilds should have water tank requirements.

**Cr R Keys left the meeting at 11:10am***Marty Sebire*

Marty spoke to his written submission. Firstly, he wanted to acknowledge the passing of David Helm. In reading the submissions, he found there is an overwhelming call to get rates in check. Submitters want lower rates. Would like to know when a rates review will be completed as planned for in 2020, and has the budget for this has been carried forward? When is the Council consulting on the Revenue and Financing Policy proposed changes? Carparking wording/numbers in Consultation Document is misleading, it is not 123 but 10. Spend on this option is unjustifiable. Climate crisis – more information needs to go out to public about what Carterton District Council are doing in this space. Pointed out there is no Climate Change Strategy on Council website or progress reporting. Believes Carterton District Council Investment Policy goes against the lending \$400k loan to Water Wairarapa. There is not enough info in the Consultation Document regarding this. How is the urban growth strategy, \$2.2m per year for 3 years, shortfall be funded? Water Race rates have increased by 45%, why is this and why has the Water Race Committee not been consulted and why is it not highlighted in the Consultation Document?

Cr J Greathead asked if trails option Marty supported should be funded out of rates – Marty said yes, but that was just his opinion.

*Tim Horsburgh*

Tim spoke to his written submission. His is very positive of the proposed new development plan, including the sections sizes. Key reason for coming to speak is to advocate for a bypass, locals know we have one, but it seems the heavy traffic doesn't. We need to be giving confidence to the community that a plan is in place for roading infrastructure to make our roads safer and for growing population/housing. This should be done before development begins. Suggests widening and sealing of Marshall Rd and continuing the road to Clareville, as this could divert some traffic from Sommerset Rd intersection.

*David Kernohan*

David spoke to his written submission. Has some concern relating to the new 1000 housing subdivision, and there needs to be considerable care taken in the design. Addressing lot sizes is not enough to plan a subdivision; housing affordability needs to be considered, climate change development needs to be considered. Individual water tanks could be addressed through a by-law. The carpark location suggested is not ideal. David is in favour of trails and believes Main St is very important.

Cr R Cherry-Campbell asked for clarification on the option he selected for car parking. He is in favour of relocating the yard, but not using the entire space for carparks alone, instead suggests linking through to Carrington Park with the addition of other facilities.

**Cr R Keys returned to the meeting at 11:35am***Members of Sustainable Wairarapa, Wairarapa Forest and Bird and other concerned citizens**Seth Rothery*

Seth spoke to his written submission. He moved back to NZ because of the climate crisis. He refers to Climate and Ecological Collapse.

Food resilience and water availability. Our Agricultural sector is very profitable but not resilient. Believes our Consultation Document is not dramatic /fast enough, and we should not be business as usual, we need to also prepare. We need to be putting a lot more money and energy into addressing climate change.

Most important action for Council to take: To be well informed and make a case for how important this issue is and change hearts and minds of the community.

*Federated Farmers**Julie Geange and Mike Butterick*

Julie and Mike spoke to their written submission. They asked Council to look at reducing rural dog registration charges. Less enforcement is required for rural dogs and it needs to be fairer. They have concerns with the public good judgement and the impact, included in this is the impact the general rate charge has on the farming community.

They asked council to be cautious and mindful of what is in the general usage rate for rural residents.

If council continues to use public good component, they ask that the for rural services the same rule would apply – e.g., use of the water races etc.

Encourages council to promote rates rebates availability.

Deputy Mayor R Vergunst asked what other councils use the QE11 system and this information will be provided to council.

Cr B Deller asked about how you cost recover off forestry and roads? – targeted forestry rates to go towards road maintenance. Wairoa and Kaikoura.

Cr R Stockley mentions harvesters in neighbouring districts that drive through Carterton and how would we recover costs for maintenance in this scenario? No suggestions.

Key message: Please look at public good component of the water rates and reduce rural dog charges. Urban dogs require the service, not rural dogs.

Deputy Mayor R Vergunst – we currently fund 10% public good component on water rate rates, are you proposing to increase this? They would just like council to revisit this.

*Mike Ashby*

Mike spoke to his written submission. He has concern over 'old' bridges in the district – the Kokatau has passed its life span and the Gladstone bridge is nearing the end of its lifespan.

Focus on must haves not nice to haves. Overspend and debt projections are not realistic.

Consultation Document is not accurate and challenges the auditors who signed this document off. Poor project Management, community knowledge and no transparency were concerns raised.

Believes the Elected Members' are not getting enough financial information to make good decisions and believes that Council has lost that community buy in. He also has concerns about eastern growth.

Cr J Greathead asked when Mike left council 18 months ago, was he aware of the issues raised in his submission and he replied yes and believes now he is on the outside can ask these questions more easily. Says Councillors did not ask the hard question's and didn't challenge management enough.

*Richard Scofield*

Richard spoke to his written submission. He is not supportive of the three consultation options. Rising rates are real concern. He is not against staff facilities being updated. He mentioned there was no ongoing maintenance plan in the proposal for Events Centre project. When we go out for consultation next time asking for ideas on what Carterton needs, also ask for suggestions on how to fund these suggestions. He hasn't seen tar sealed roads extend into the country areas/coast in years, except for Tiffin Road, yet rates have gone up.

*Alan Withy*

Alan spoke to his written submission. There is real incompatibility between SH2 traffic and the Main Road with shops. Now is the time to plan a bypass, it is a long-term project and dozens of submissions show support for a bypass. A Bypass Policy is required, and funding to investigate a bypass should be in the Long-Term Plan. We will pay less for bypass if we do it in conjunction with the District Plan. Alan offered his experience to a suggested bypass working group free of charge.

*Robin Weaver*

Robin spoke to his written submission. Water supply - how will we cope with growth when we can't even use water all year round now. Trail Project, please don't do this unless it can be done properly with concrete paths, lighting, bridges etc for safety. Town Centre car parking, why was multi story option not considered?

Submissions reviewed #22-42

**The meeting adjourned at 1:00pm**

**The meeting reconvened at 1:33pm**

An apology was received for Cr R Keys  
Cr S Cretney / Cr R Cherry-Campbell  
CARRIED

**Dale Williams joined the meeting**

**Hearing of submissions**

*David Campbell*

David spoke to his written submission. He thinks the Long-Term Plan document is too detailed and the Consultation Document does not have enough information. Plan is heavily urban and not enough rural. Council should leave development to private sector and only provide the regulatory environment. Believes the Long-Term Plan is not a visionary document rather more of a business plan. Suggests office upgrade is left to the private sector to fund and Council lease it back. Hoeke Road is dangerous and dusty and needs development.

Notes there is no mention of any road sealing in the Long-Term Plan.

Mayor G Lang asked about the \$8m reference, was this to do with the Broadway redevelopment?

David was referencing the main High St development and Mayor G lang confirmed that this is not in the Long-Term Plan.

*Jason Markham (via Phone)*

Jason spoke to his written submission. He thanked Council for effort on the Long-Term Plan documents and supports ideas to consult on. Why are rates so high? the highest in NZ. The statement in Long Term Plan that our approach is prudent is wrong and should be reviewed. How will the proposed Eastern Growth subdivision tackle our housing problem? Only half a dozen of people mention carparking in the submissions received so was why was this consulted on? Council need to quantify carparks before embarking on car parking project. He does not support cycleways if this make his rates increase.

Cr S Cretney asked how does council provide affordable housing/flats without increasing rates?

Jason replied he believes housing is a priority over moving depot and developing cycle paths.

Cr R Stockley asked if water tanks should be required on new builds and how would this be implemented? Jason referred to Kapiti Council policy.

*John Keating*

John Spoke to his written submission. High levels of road dust is related to the number of vehicles, speed and size of the road. Inhalation of this dust can cause major health concerns. High levels of dust on Hoeke Road.

Mayor G Lang asked John that since becoming Hoeke Rd resident, has there been an increase in traffic volumes and John replied yes.

Mayor G Lang asked does he think this dust problem affect whole Carterton District and John said yes.

Deputy Mayor R Vergunst asked if a speed reduction would solve the issue, John replies no, not on its own. Speed is only part of the issue.

Cr B Deller asked for the number of houses on Hoeke Rd – will be a 400-600% increase of houses post development.

Deputy Mayor R Vergunst asked if John had an opinion speed limit for the road. John said not particularly, sealing the road will solve the issue, not changing the speed limit alone.

Deputy Mayor R Vergunst asked if John would you be prepared (and neighbours) to pay extra in their rates to have the road sealed or does he expect Council to review financial budgets? John expects the developer who has profited to contribute to improving the quality of the road – personally yes, he would but can only speak for himself. There is no mitigation of dust apart from sealing the road.

*Murray Burns*

Murray spoke to his written submission. He believes the Long-Term Plan is unsustainable. The process is illogical, and the three items for consultation are non-essential/affordable.

Nice to have's projects are ok if you are flush and infrastructure is sound. LGOIMA request: What the infrastructure costs of the expansion of housing eastwards is estimated to be and how much will be contributed by developers and how much falls on ratepayers?

*Simon Bognuda*

Simon spoke to his written submission. Simon expressed concerns regarding the rising rates, poor fiscal management and governance transparency during the Long-term Plan process. Simon believes Council has made substantial pay-outs for council errors and requested this information. Further information was requested regarding the Mayoral car and the Deputy Mayors salary.

*Submissions reviewed #33-51.*

*Nik Rilko*

*Age Concern*

Nik Rilko spoke to her written submission. The Positive Ageing Strategy is appreciated and shows Council support, however concern there is no mention of this Strategy in the Long-Term Plan. The resources to deliver the strategy and implementation is very light.

Look to include partnership with Age Concern in strategy to achieve the strategy outcomes. Needs to be properly resourced. As we go forward, please think about how we can work together.

Cr R Stockley asked given our restricted means, if Nik could pick one thing that we should be focusing on, what would it be? Nik replied, is there a way to bring the resources together (Wairarapa wide)? Work as a region and think about how we resource the Positive Ageing strategy. Also mentioned a possibility of a senior's hub, all relevant social and other services for older people in one place.

Mayor G Lang asked if Age Concern work with Digital Seniors? And what way they partner with them? Currently Digital Seniors is running a home-based pilot programme for people digitally isolated. Age Concern are helping identify candidates for this programme. They believe home visits are a big help.

Deputy Mayor R Vergunst asked if Nik had a figure in mind to properly resource? Nik suggested this is maybe something they can look at together with budgets in mind.

Cr R Stockley asked if Age Concern accesses central government funding? They receive a small amount received from Ministry of Social Development and the DHB.

Dale Williams asked if Nik knew of any other councils leading the way? Nik said that Waikato has a strong partnership behind the strategy and Waimakariri has a steering group

*Submissions reviewed #52-67*

*Molly O'Dwyer*

Molly spoke to her written submission. A presentation was also up on the big screen. She spoke about upgrading the 6-foot-deep slide at the Carterton outdoor pools. Reasons for this upgrade cover population growth of 30% since 2018 census, more people coming to swim at pools.

The Park upgrade has been done (road track and new seating) ,so she believes the pool should be next for an upgrade.

Safety, the current slide is unsafe, visibility issues, options of going down the slide are dangerous, the ladders are small and some feet are too big for steps, and climbing up is not safe as you have to crouch down and can easily bang your head.

Molly noticed children weren't using the slide at a school picnic held at the pools. She then wrote a petition in school and 91 people agreed to upgrading the slide and voted on some design ideas Molly had.

Mayor G Lang asked what option Molly liked? – first option (42 votes)

Dale Williams – Did Molly get the slide picture off the internet did she see it at another pool – internet.

Deputy Mayor R Vergunst – what do your friends think about your proposal? They think it is a good idea, the slide is very old, and none really uses it anymore.

Mayor G Lang asked about the 3rd slide option, and what the maximum age should be for using this slide? Molly thinks any age if you think your capable.

Cr B Deller asked why she prefers the open roof slide? The current slide has a small room at the top, and you can't see below if anyone is going to get hit when you go down the slide.

Mayor G Lang asked when Molly would like to see a new slide installed and Molly said by summer.

Cr S Cretney asked Molly when she was talking to friends were there any other ideas? A boy suggested they make the diving board bigger/wider. Another person suggested some safety/nonslip mats on the ground by the pool to prevent slipping.

Deputy Mayor R Vergunst asked if the existing slide be recycled by moving it to the junior pool? Molly suggested recycling it into a small diving board for the little kids

Mayor G Lang asked Molly what made her come along to speak in person? Molly said she is really passionate and thought what's the harm?

Submissions reviewed #68-90

**The meeting adjourned at 3:30pm**

**The meeting reconvened at 3:45pm**

Submissions reviewed #91-206

**The meeting adjourned at 5:20pm**



**The meeting reconvened on 6 May at 8:35am**

**10 Year Plan Deliberations Decisions**

The Council reviewed all 206 submissions received. Discussions followed and appropriate actions/deliberations were completed.

Consultation Item 1: Confirms Option B, relocating the existing Council operations yard to Daleton Farm and creating car parking, be included in the Draft Ten Year Plan, but within the budget consulted on.

Notes: that the budget estimates will be reviewed and if the project cannot be constructed for the budget, the project will either be reduced in scope or abandoned.

**Moved Councillor Keys, Seconded Councillor Cherry-Campbell.**  
**PASSED**

**The meeting adjourned at 10:15am**

**The meeting reconvened at 10:30am**

Consultation Item 2: Confirms Option A, begin work on Trail 1 – Greytown to Carterton, be included in the Draft Ten Year Plan.

**Moved Mayor Lang, Seconded Councillor Stockley.**

**4/4**

**Mayor's casting vote in favour.**  
**PASSED**

Consultation Item 3: Confirms Option B, include budget capacity for the purchase of land for public spaces and accessways/laneways in the town center, be included in the Draft Ten Year Plan.

**Moved Mayor Lang, Seconded Councillor Cherry-Campbell.**

**4/4**

**Mayor's casting vote in favour.**  
**PASSED**

**The meeting adjourned at 12:30pm**

**The meeting reconvened at 1:00pm**

## Other Long-Term Plan changes

- i. In the Water Activities section add explanation in 10YP about what activity is being funded.
- ii. Add into the Governance Activity section a description about intentions to change the Financial Contributions in the District Plan so that developers contribute the majority of funding to develop the Eastern Growth Area.
- iii. Agreed \$2,000 additional funding to Enviro Schools to support their extended programme.
- iv. Change language in the 10 Year Plan document to avoid the use of "business as usual", recognising under climate change we are changing the way we do our business.
- v. Commit to permanently continue of the part time Positive Aging Co-ordinator role after December 2021.
- vi. Agree to fund the Wairarapa Dark Skies Association up to \$6,000 for a co-ordinator role.
- vii. Co-fund up to \$10K for a new swimming pool slide, and seek co-funding led by the community to assist its purchase.

**Moved Councillor Greatehead, Seconded Councillor Cherry-Campbell**

**PASSED**

- viii. More communication resource: Agree additional 1 FTE.

**Moved Deputy Mayor Vergunst, Seconded Councillor Stockley**

**7/1**

**PASSED**

**MOVED**

That the Council:

3. **Considers** each submission and other feedback received on the Ten-Year Plan Consultation Document 2021-2031.
4. **Agrees** any changes to the Draft Ten Year Plan, following consideration of submissions and all other feedback received on the Consultation Document and supporting information.
5. **Instructs** the Chief Executive to reflect any agreed changes in an updated Draft Ten Year Plan for consideration at the 23 June 2021 Council meeting.
6. **Notes** the Redrafted Ten-Year Plan will be considered by Audit New Zealand ahead of the Council's meeting on 23 June 2021.

Cr R Cherry-Campbell / Cr J Greatehead

**CARRIED**

The meeting was closed with a Karakia led By Cr R Stockley.

The meeting concluded at 4:10pm

Minutes confirmed.....

Date.....

DRAFT



## 7.2 DESTINATION WAIRARAPA REPORT JANUARY TO MARCH 2021

### 1. PURPOSE

For the council to receive a report on activities from January to March 2021.

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### 3. BACKGROUND

Destination Wairarapa provides quarterly reports to council on activities.

### 4. DISCUSSION

#### *Visitors*

Accommodation Data Programme (ADP) is showing a growth trend, which is consistent with other available measures. Below is the February ADP data compared to the November data.

	November 2020	February 2021
Occupancy Rate	40.40%	49.60%
Total guest nights	22,100	25,900
Average nights stayed per guest	1.7	2

It is especially pleasing to see that the average nights stayed per guest in February data has increased to two nights.

Destination Wairarapa have combined their Head Office and iSite in Masterton, this has reduced the amount of rent being paid monthly, with an annual saving of \$15,156.85 annually.

Pixie Tipoki has finished as iSite Team Leader however will remain engaged with Destination Wairarapa on a casual basis. Jo Stevens – Love has been promoted to iSite Team Leader.

An application for funding was submitted to the Trust House Foundation for \$150,000 during this quarter. \$100,000 was awarded. It is hoped the remaining \$50,000 will be awarded during the next round of funding grants.

In previous years, Destination Wairarapa gratefully received an annual grant of \$160,000 from the Trust House Foundation.

The Strategic Tourism Assets Protection Programme contract with the Government requires Destination Wairarapa to deliver outcomes under three headings:

- Destination Management Plan Development
- Capability Building
- Marketing

#### ***Destination Management Plan***

TRC Tourism continue their work on the Destination Management Plan (DMP). There have been delays in this process which means the draft DMP report will not be ready by the end of financial year, as initially planned. Destination Wairarapa will provide a verbal update on this at the meeting. When completed the DMP will be combined with the other regional plans to form one Wellington Regional plan. This plan will help guide GWRC, WellingtonNZ and the Government when considering tourism investment projects that have an impact on the whole region.

#### ***Product Development and Capability Building***

Destination Wairarapa contracted Marie Claire Andrews and Bridget Gardiner until the end of April to continue their work with regards tourism product development and capability building opportunities as identified in the Wairarapa Economic Development Strategy. Particular focus is the development of a regional dark skies product, a regional food tourism product, and building industry capability - particularly in the Events Sector.

After the very successful 'Building Resilient Events' workshop/mentor programme that was run with Teri van Scooten from Verve Consultancy during the last quarter, another programme during this quarter focused on Health and Safety in Events was run. Cathy Knowsley was contracted from HighViz Event Management to deliver this programme. Cathy Knowsley specialises in health and safety management consultancy for the arts, entertainment, and event industries. As a consultant, Cathy's approach to event health and safety is to work with the event organisers to ensure that legal responsibilities are met, whilst respecting the creative processes and desired event experience outcomes. This includes the consideration of the comfort and safety of the event attendees across all aspects of the event planning, as well as ensuring workplace health and safety requirements are met. 18 people attended the workshop, and to date six events have had one-on-one mentoring from Cathy.

One final workshop/mentor programme will be held in this final quarter focused on Crises Communications – preparing for the worst and knowing what to do and what to say if it happens.

#### ***Marketing***

It was a very busy period as we supported key events, our operators during the busy summer school holidays, and were heavily involved in Wings over Wairarapa.

Our approach during this period was to:

- Continue to invest in quality photography.
- Support events that attract out of region visitors.
- Activate several long weekend visitor campaigns - including Wellington Anniversary, Waitangi Weekend and Easter.
- Invest in the promotion of the region leading up to the WINGS OVER WAIRARAPA event and support the Wings team and our regions operators during the event – particularly when changes in the national alert levels occurred at the end of day 2.

Anna Neilson, General Manager Destination Wairarapa will be in attendance at the meeting.

## 5. CONSIDERATIONS

### 5.1 Climate change

N/A

### 5.2 Tāngata whenua

Iwi have been engaged with the Destination Management Plan. With two successful sessions held with Iwi to discuss Maori aspirations for tourism in the Wairarapa. A further session with Iwi is due to take place.

### 5.3 Financial impact

Destination Wairarapa remain our biggest funding recipient by far and the return on investment for Carterton should be considered with this funding agreement.

### 5.4 Community Engagement requirements

There has been community engagement with the creation of the Destination Management Plan.

### 5.5 Risks

There is still the on-going issue of the purpose and focus for Destination Wairarapa during the COVID-19 pandemic.

## 6. RECOMMENDATION

That the Council:

1. **Receives** the Destination Wairarapa report on activities.

**File Number:** 128235

**Author:** Glenda Seville, Community Services Manager

**Attachments:**

1. DW Marketing and GM report [↓](#)
2. DW - Balance Sheet [↓](#)
3. DW - Budget Variance [↓](#)
4. DW - Financial Report [↓](#)

Destination Wairarapa  
Q3 General Manager's and Marketing Board Report  
January – March 2021

2021 Deliverables

*Visitors*

Although the Accommodation Data Programme (ADP) replacing the CAM (Commercial Accommodation Monitor) finished at the end of 2019) has released its fourth report – the data is still not yet robust enough to draw too many conclusions or compare our performance to the year previous just yet.

The data is however showing a growth trend, which is consistent with other available measures. This is encouraging.

Below is the February 2021 ADP data compared to the November data (which was included in the previous Q2 DW report)

February 2021 Fresh-info Accommodation Data Programme

Measure	Wairarapa RTO	NZ
Number of establishments	33	2898
Number of stay units	1000	128000
Average stay units per establishment	30.6	44.2
Monthly stay unit capacity	28300	3600000
Available monthly stay unit capacity	25000	3100000
Percentage of stay unit capacity available	88.40%	85.80%
Stay unit nights occupied	12400	1400000
Capacity utilisation rate	43.90%	38%
Occupancy rate	49.60%	44.30%
Total guest nights	25900	2500000
Domestic guest nights	25700	2400000
International guest nights	179	111800
Guest arrivals	13000	1100000
Average guests per stay unit night	2.1	1.8
Average nights stayed per guest	2	2.2

## November 2020 Fresh-info Accommodation Data Programme

Measure	Wairarapa RTO	NZ
Number of establishments	33	2899
Number of stay units	1000	128300
Average stay units per establishment	30.4	44.3
Monthly stay unit capacity	30100	3800000
Available monthly stay unit capacity	26600	3300000
Percentage of stay unit capacity available	88.50%	86.20%
Stay unit nights occupied	10800	1400000
Capacity utilisation rate	35.80%	35.70%
Occupancy rate	40.40%	41.50%
Total guest nights	22100	2300000
Domestic guest nights	21500	2100000
International guest nights	601	168700
Guest arrivals	13200	1M
Average guests per stay unit night	2.1	1.7
Average nights stayed per guest	1.7	2.3

It is especially pleasing to see that the average nights stayed per guest in the February data has increased to 2 nights.

*Spend*

To measure our spend performance when compared to the rest of the country we have until recently used the Monthly Tourism Regional Tourism Estimates (MRTE) report - as produced by MBIE.

The MRTE series has been disrupted by COVID-19, as the methodology for weighting the measured electronic card transaction spend up to the whole of industry spend became unusable.

They have been replaced by an interim measure - the Tourism Electronic Card Transactions.

The TECTs aim to present the measured electronic card transactions (ECT) attributable to tourism but without any attempt to represent the total spend. This method is the best way to provide spend data to the industry while travel is severely affected by COVID-19 border restrictions.

The TECT data is provided by Marketview, who use a base of ECT spending from the Paymark network (approximately 70 per cent of total ECT spend) to estimate total ECT spend.

This estimated total ECT spend is then filtered for tourism spend by visitors in New Zealand. Domestic tourism spend is classified as spend that is more than 40km outside their usual place of residence. This can include a primary and secondary residence (e.g. for home and work).



International spend is classified as transactions in New Zealand using overseas bank and credit cards. Holders of these cards can be visitors, or people living and working in New Zealand. Normally, the visitor spend is by far the largest contributor for this category.

The TECTs however are based almost exclusively on physical electronic card transactions, and do not include any other form of spending such as cash, pre-purchases or online spend. This results in the figures in the TECTs being substantially smaller than those of in the MRTes so the two series should not be directly compared.

When using TECT data, it is recommended we look at trends and comparison figures instead of dollar amounts.

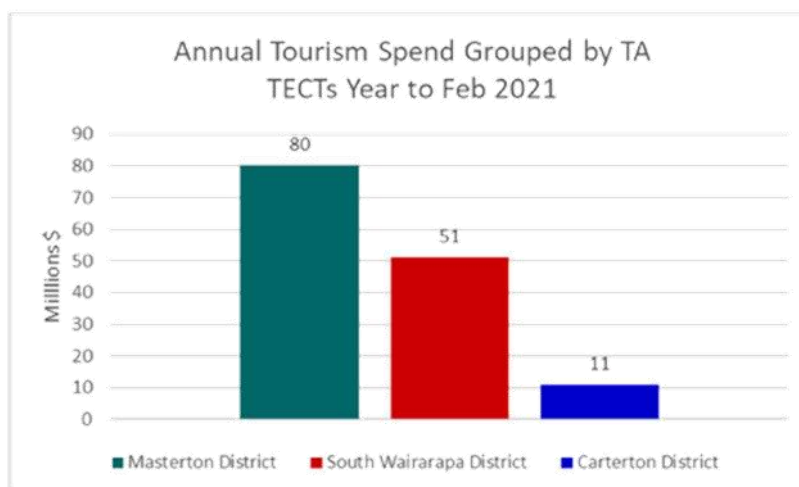
#### February 2021 Tourism Electronic Card Transactions (TECTs) By RTO

TO	Spend YEFeb	Year to Year Growth
Auckland Tourism, Events and Economic Development (ATEED)	\$2,117 m	-31%
Central Economic Development Agency (CEDA)	\$269 m	-7%
ChristchurchNZ	\$933 m	-17%
Destination Clutha	\$32 m	-14%
Destination Coromandel	\$349 m	-1%
Destination Fiordland	\$36 m	-55%
Destination Great Lake Taupo	\$330 m	-9%
Destination Kaikoura	\$51 m	-21%
Destination Marlborough	\$168 m	-10%
Destination Queenstown	\$514 m	-39%

Destination Rotorua	\$303 m	-26%
Destination Wairarapa	\$141 m	2%
Development West Coast	\$144 m	-25%
Enterprise Dunedin	\$341 m	-19%
Great South	\$204 m	-9%
Hamilton & Waikato Tourism	\$684 m	-13%
Hawke's Bay Tourism	\$371 m	-5%
Hurunui Tourism	\$84 m	-6%
Lake Wanaka Tourism	\$192 m	-12%
Mackenzie Region	\$76 m	-34%
Nelson Regional Development Agency (NRDA)	\$266 m	-7%
Northland Inc	\$529 m	-2%
Not elsewhere classified	\$166 m	-3%
Tourism Bay of Plenty	\$594 m	-6%
Tourism Central Otago	\$104 m	-12%
Tourism Waitaki	\$86 m	-14%
Trust Tairāwhiti	\$98 m	2%

Venture Taranaki	\$220 m	-7%
Venture Timaru	\$143 m	-7%
Visit Ruapehu	\$84 m	-15%
Visit Whanganui	\$93 m	0%
Wellington Regional Economic Development Agency (WREDA)	\$857 m	-23%
National	\$10,581 m	-19%

It is pleasing to see that despite this change in data source and measurement nationally, Destination Wairarapa figures still show the region is in a year-on-year growth phase - despite Covid, unlike most other RTO's.



#### Head Office Move to Masterton i-SITE

The combining of the Masterton iSite and Head Office at 10 Dixon Street has now been completed.

Our new spend on rent will be \$2,478.78 per month

Our previous spend on rent for the two spaces was  $\$2062.70 + \$1679.15 = \$3,741.85$  per month

This will become a saving of \$15,156.85 annually

Pixie Tipoki has finished as iSite Team Leader and will remain engaged with Destination Wairarapa on a casual basis. Jo Stevens – Love has been promoted internally to iSite Team Leader.

#### Trust House Funding

An application for funding was submitted to the Trust House Foundation for \$150,000 during this quarter. \$100,000 was awarded. It is hoped the remaining \$50k will be awarded during the next round of funding grants.

In previous years, Destination Wairarapa gratefully received an annual grant of \$160,000 from the Trust House Foundation

#### STAPP Funding

The Strategic Tourism Assets Protection Programme contract with the Govt. requires Destination Wairarapa to deliver outcomes under 3 headings

1. Destination Management Plan Development
2. Capability Building
3. Marketing

##### *1. Destination Management Plan*

TRC Tourism continue their work on the Destination Management Plan.

At this end of this quarter, two very successful sessions with Iwi were held to discuss Maori aspirations for tourism in the Wairarapa.

A further session with Iwi is hoped to be held at a date still yet to be determined in the upcoming quarter.

We hope to complete a draft Wairarapa DMP for comment by the end of the financial year, with the full report finalised by the end of the calendar year. (2021)

A variation to our agreement with MBIE to this effect was submitted during the 6-month reporting process. This variation has been approved by MBIE.

When completed the Wairarapa Destination Management Plan will be combined with the other regional plans to form one Wellington Regional plan. This plan will help guide GWRC, WellingtonNZ and the Government when considering tourism investment projects that have an impact on the whole region.

## *2. Product Development and Capability Building*

Destination Wairarapa contracted Marie Claire Andrews and Bridget Gardiner until the end of April to continue their work with regards tourism product development and capability building opportunities as identified in the WEDS.

Particular focus is the development of a regional dark skies product, a regional food tourism product, and building industry capability - particularly in the Events Sector.

After the very successful 'Building Resilient Events' workshop/mentor programme that was run with Teri van Scooten from Verve Consultancy during the last quarter, another programme during this quarter focused on Health and Safety in Events was run.

Cathy Knowsley was contracted from HighViz Event Management to deliver this programme.

Cathy Knowsley specialises in health and safety management consultancy for the arts, entertainment, and event industries. Cathy has a Diploma in Health and Safety Management coupled with over twenty-five years' experience as a technician, technical manager, and site manager for entertainment and events. Cathy is a Professional Member of the NZ Institute of Safety Management, is on the HASANZ register for New Zealand health and safety professionals and is a member of the Event Safety Alliance (USA). Cathy is also currently studying for an MSc in Crowd Management and Risk Analysis.

As a consultant, Cathy's approach to event health and safety is to work with the event organisers to ensure that legal responsibilities are met, whilst respecting the creative processes and desired event experience outcomes. This includes the consideration of the comfort and safety of the event attendees across all aspects of the event planning, as well as ensuring workplace health and safety requirements are met.

18 people attended the workshop, and to date 6 events have had one-on-one mentoring from Cathy.

One final workshop/mentor programme will be held in this final quarter focused on Crises Comms – preparing for the worst and knowing what to do and what to say if it happens.

## *3. Marketing*

This report covers the summer period.

It was a very busy period as we supported key events, our operators during the busy summer school holidays, and were heavily involved in Wings over Wairarapa.

Our approach during this period was to:

- Continue to invest in quality photography.
- Support events that attract out of region visitors.
- Activate several long weekend visitor campaigns - including Wellington Anniversary, Waitangi Weekend and Easter.

- Invest in the promotion of the region leading up to the WINGS OVER WAIRARAPA event, and support the Wings team and our regions operators during the event – particularly when changes in the national alert levels occurred at the end of day 2.

#### Activity overview

##### Paid placement:

Because of STAPP funding we were able to undertake new paid activity:

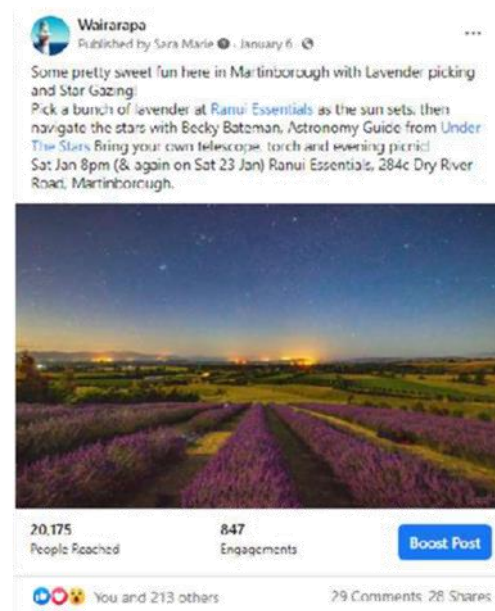
- Placement of Wairarapa Lifestyle magazines in Koru Club Lounges
- Paid social media ads for Wings targeting Aucklanders and out of region visitors
- A 'wrap' fronting the Dompost - promoting Wings and the region
- Additional specialised communications support of Wings

#### Event promotion

We worked with:

- Country Music Festival
- Tauherenikau Races
- Martinborough Fair
- Several pick your own lavender events
- NZ Cycle Classic
- Farmers markets including TK market across the summer

Examples of some social activity for these are:



**Wairarapa**  
Published by Sara Marie · March 22 at 8:12 PM · 🌐

WIN - Schoc Chocolates definitely know how to do Easter right, and with the Easter Bunny arriving soon, we have a Schoc Chocolates 3kg Easter Bunny up for grabs to celebrate!

To be in to WIN - just tell us who you'll be sharing this Easter Bunny with - delicious!

It's all go in Greytown Village for Easter. On Saturday 3rd April things will kick off with the NZ National Tweed Ride 2021 which will wind up at the Cobblestones Museum Tweed Ride Tea Dance. Make sure the kids are at Cobblestones to see the Easter Bunny from 1pm and to take part in the Schoc Chocolates Easter Egg hunt plus there will be marshmallow eggs up for grabs! From 1pm at Cobblestones Museum. \$5 adult entry. Children are free.

Check out what's on for Easter in the Wairarapa here.  
[www.wairapanz.com/easter-autumn-events](http://www.wairapanz.com/easter-autumn-events)



30,756 People Reached      4,484 Engagements      Boost Post

👍❤️👉 You and 428 others      949 Comments 21 Shares



## Wings over Wairarapa

We are very proud of the work we undertook and the support we were able to provide Wings Over Wairarapa. Barb, Claire and Walt were simply extraordinary – delivering at the very top of their game, applying all their expertise – which the team at Wings were very grateful for.

Activity including social, media management, pitching and guidance on announcing the appearance of the B52. Claire organised for a member of WgtnNZ's digital team to be in a plane over Wellington - the resulting social coverage had huge reach.

**Wairarapa**  
Published by Sara Marie · February 12 ·

Wings Over Wairarapa are excited to share that plans are in motion for a United States Air Force B-52 Stratofortress to do a fly over Hood Aerodrome during the Wings Over Wairarapa Air Festival on Saturday 27th February! The Wings team have been working closely with the United States Embassy to provide an additional 'wow' factor to the already amazing line-up of aircraft that will take to our Wairarapa skies. Get your cameras ready! Don't miss out on the Wings 2021 action! Get your tickets here: [www.wings.org.nz/ticket-info](http://www.wings.org.nz/ticket-info)

WINGS.ORG.NZ  
**Wings Over Wairarapa**  
See some of the rarest aircraft in the world at W...

35,782 People Reached    7,569 Engagements    [Boost Again](#)

Boosted on February 12 By Sara Marie    Completed

People Reached	23.6K	Link Clicks	1.1K
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[View Results](#)

You and 438 others    229 Comments    60 Shares

**Wairarapa**  
Published by Claire Lynch · February 26 ·

Did you see the Wings Over Wairarapa Harvard planes? This was just a taste of the action you get to see at Wings Over Wairarapa. Don't miss out on the action, secure your ticket now. If tickets are not sold out, Gates Sales will be available. Eftpos and cash will be available at the gate for an additional \$5 per ticket. Flying begins at 10am on Saturday & Sunday. Gates open at 8am. Leave home early, give yourself plenty of time and be patient when driving. Get your tickets here: [www.wings.org.nz](http://www.wings.org.nz)

WINGS.ORG.NZ  
**Wings Over Wairarapa - get your tickets**

29,088 People Reached    4,586 Engagements    [Boost Again](#)

Boosted on February 26 By Sara Marie    Completed

People Reached	16.9K	Link Clicks	1.4K
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[View Results](#)

You and 321 others    27 Comments    68 Shares





STAPP funds were used for the above wrap of the DomPost.

There is now doubt our efforts drove additional ticket sales, and the region was FULL to overflowing.

Aside from the promotion we literally dived in to assist with the process and communications once the COVID situation meant the Sunday show was cancelled.

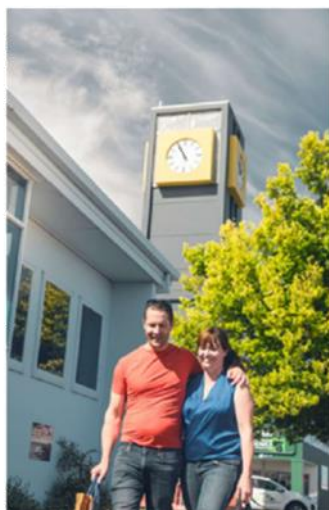
WgtnNZ

We continue to work closely with the marketing team at WellingtonNZ so that where and when appropriate, we are top of mind when they are planning their national promotions. For example, the region was included in a wrap of a North and South magazine, there have been substantial paid social by WellingtonNZ promoting us as part of the regional Wgtn offering, and in a paid for Kia Ora magazine advertorial.



### Imagery

We used STAPP funding to do a photo shoot in Carterton during this quarter. There will also be a video from this shoot. A couple of examples of new images – Carterton



## New products

We supported and worked with new members including Brac N Bow/Royal Hotel, Kaituna Riverside Cottages, Wai Shuttles (for as new regular shuttle service to Palmerston North Airport) and Wairarapa RV Experience – a new event.

## Media hosting

We hosted leading travel writer Sharon Stephenson and a photographer - they were developing a feature on the region for a forthcoming Air NZ Kia Ora magazine article. We also hosted Brook Sabin from STUFF Travel during this quarter.

Below is an example of the amazing coverage we are getting from print media we have hosted previously this year.





Online Promotion of the Region (follow the links to view to read just a few examples)

<https://www.nzherald.co.nz/travel/go-nz-a-campervan-trip-on-a-wairarapa-wine-trail/X3JYTE2I7M5H2CSKGBB72GXDQ/>

<https://www.tvnz.co.nz/one-news/new-zealand/new-zealand-enjoys-resurgence-humble-bookstore>

<https://www.stuff.co.nz/travel/destinations/nz/300223185/six-of-the-best-small-towns-to-visit-before-summer-ends>

Content paid for by Tourism NZ but written by Walt

<https://www.stuff.co.nz/travel/back-your-backyard/124196497/the-wairarapa-is-nzs-yearround-destination>

<https://www.nzherald.co.nz/travel/go-nz-the-best-of-the-wairarapa-from-martinborough-to-greytown-to-featherston/MRVBJUYTK3EO24NVGDVG43L5N4/>

<https://www.stuff.co.nz/travel/back-your-backyard/300119739/five-of-new-zealands-most-underrated-small-towns-according-to-kiwi-travellers>

<https://www.stuff.co.nz/travel/destinations/nz/wellington/123486842/why-you-cant-beat-the-wairarapa>

And the best is last: not by us – about us:

<https://www.stuff.co.nz/travel/news/300259014/domestic-tourism-the-biggest-winners-and-losers-a-year-after-the-covid19-pandemic-closed-borders>

Anna Nielson – General Manager  
30<sup>th</sup> April 2021

# Balance Sheet

## Destination Wairarapa Inc. As at 31 March 2021

	31 Mar 2021	31 Mar 2020	31 Mar 2019
<b>Assets</b>			
<b>Bank</b>			
ANZ - Operational (00)	291,686	212,400	113,198
ANZ - Remutaka Cycle Trail	9,628	9,623	54,579
ANZ - Reserves (012)	100,907	46,353	167,505
BNZ Account	18,741	25,635	35,756
<b>Total Bank</b>	<b>420,962</b>	<b>294,011</b>	<b>371,038</b>
<b>Current Assets</b>			
Accounts Receivable	2,256	23,748	17,317
ANZ Term Deposit	150,000	-	-
Inventory - I Sites	1,543	1,633	3,291
i-Site Float - Martinborough	100	100	100
i-Site Float - Masterton	100	100	80
<b>Total Current Assets</b>	<b>153,999</b>	<b>25,581</b>	<b>20,788</b>
<b>Fixed Assets</b>			
Computer Equipment	2,469	2,469	550
Less Accumulated Depreciation on Computer Equipment	(744)	(472)	(235)
Furniture & Equipment	70,408	70,408	91,657
Less Accumulated Depreciation on Furniture & Equipment	(61,977)	(61,467)	(78,751)
Motor Vehicle	42,165	42,165	42,165
Less Accumulated Depreciation on Motor Vehicles	(26,153)	(24,437)	(16,840)
<b>Total Fixed Assets</b>	<b>26,168</b>	<b>28,666</b>	<b>38,547</b>
<b>Total Assets</b>	<b>601,130</b>	<b>348,257</b>	<b>430,373</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	17,511	20,465	7,314
ANZ Credit Card - A Nielson	779	181	-
ANZ Credit Card - B Hyde	523	(1,842)	3,181
ANZ Credit Card - D Hancock	-	455	33
Covid-19 Income in Advance	-	5,858	-
Current Portion - Toyota Finance Loan 6	4,625	-	-
Current Portion - UDC Finance	-	-	-
GST	11,718	4,213	13,999
Income in Advance - Remutaka Cycle Trail	-	-	45,000
Suspense	-	-	137
<b>Held on Behalf</b>			
Held in Trust	12,927	14,212	(484)
<b>Total Held on Behalf</b>	<b>12,927</b>	<b>14,212</b>	<b>(484)</b>
<b>Payroll</b>			
Holiday Pay Liability	25,656	26,670	28,259

## Balance Sheet

	31 Mar 2021	31 Mar 2020	31 Mar 2019
PAYE Payable	-	-	9,391
<b>Total Payroll</b>	<b>25,656</b>	<b>26,670</b>	<b>37,650</b>
<b>Total Current Liabilities</b>	<b>73,738</b>	<b>70,213</b>	<b>106,829</b>
<b>Non-Current Liabilities</b>			
Toyota Finance - Interest Not Yet Due	(616)	(1,940)	(4,003)
Toyota Finance Loan 6	5,103	14,547	20,147
UDC Finance	945	12,672	24,331
<b>Total Non-Current Liabilities</b>	<b>5,432</b>	<b>25,279</b>	<b>40,476</b>
<b>Total Liabilities</b>	<b>79,170</b>	<b>95,492</b>	<b>147,306</b>
<b>Net Assets</b>	<b>521,960</b>	<b>252,766</b>	<b>283,067</b>
<b>Equity</b>			
Asset Replacement Reserve	40,000	40,000	40,000
Contingency Reserve	50,000	50,000	50,000
Current Year Earnings	304,587	73,913	96,863
Remutaka Cycle Trail - Reserve	20,000	20,000	20,000
Retained Earnings	107,373	68,853	76,204
<b>Total Equity</b>	<b>521,960</b>	<b>252,766</b>	<b>283,067</b>

## Budget Variance

### Destination Wairarapa Inc. 1 Jul 2020 to 31 Mar 2021

	Actual	Budget	Var NZD	Var %	YTD Actual	YTD Budget	Var NZD	Var %
<b>Income</b>								
Retail Sales	3,427	2,325	1,102▲	47.4%▲	3,427	2,325	1,102▲	47.4%▲
Accommodation Commission	2,804	3,375	(571)▼	-16.9%▼	2,804	3,375	(571)▼	-16.9%▼
Bookit	6,337	1,965	4,372▲	222.5%▲	6,337	1,965	4,372▲	222.5%▲
Donation - Trust House	100,000	-	100,000▲	0.0%	100,000	-	100,000▲	0.0%
Grants - CDC	41,976	41,976	-	0.0%	41,976	41,976	-	0.0%
Grants - MDC	212,186	212,184	2▲	0.0%▲	212,186	212,184	2▲	0.0%▲
Grants - SWDC	98,963	98,961	2▲	0.0%▲	98,963	98,961	2▲	0.0%▲
Interest Received	256	450	(194)▼	-43.1%▼	256	450	(194)▼	-43.1%▼
Membership	284	55,000	(54,716)▼	-99.5%▼	284	55,000	(54,716)▼	-99.5%▼
Other Revenue	26,260	12,500	13,760▲	110.1%▲	26,260	12,500	13,760▲	110.1%▲
Ticket Commission	750	940	(190)▼	-20.2%▼	750	940	(190)▼	-20.2%▼
Tourism Products	990	835	155▲	18.5%▲	990	835	155▲	18.5%▲
Travel Sales	3,348	2,315	1,033▲	44.6%▲	3,348	2,315	1,033▲	44.6%▲
Wairarapa Visitor Guide	30,078	15,000	15,078▲	100.5%▲	30,078	15,000	15,078▲	100.5%▲
<b>Total Income</b>	<b>527,658</b>	<b>447,826</b>	<b>79,832</b>	<b>17.8%</b>	<b>527,658</b>	<b>447,826</b>	<b>79,832</b>	<b>17.8%</b>
<b>Gross Profit</b>	<b>527,658</b>	<b>447,826</b>	<b>79,832</b>	<b>18.0%</b>	<b>527,658</b>	<b>447,826</b>	<b>79,832</b>	<b>18.0%</b>
<b>Plus Other Income</b>								
Covid-19 Wage Subsidy Received	2,971	-	2,971▲	0.0%	2,971	-	2,971▲	0.0%
STAPP Funding	400,000	400,000	-	0.0%	400,000	400,000	-	0.0%

## Budget Variance

	Actual	Budget	Var NZD	Var %	YTD Actual	YTD Budget	Var NZD	Var %
<b>Total Other Income</b>	<b>402,971</b>	<b>400,000</b>	<b>2,971</b>	<b>0.7%</b>	<b>402,971</b>	<b>400,000</b>	<b>2,971</b>	<b>0.7%</b>
<b>Less Operating Expenses</b>								
Cleaning	684	1,440	(756)▼	-52.5%▼	684	1,440	(756)▼	-52.5%▼
Consulting & Accounting	20,506	100,000	(79,494)▼	-79.5%▼	20,506	100,000	(79,494)▼	-79.5%▼
General Expenses	435	-	435▲	0.0%	435	-	435▲	0.0%
POS i-SITEs	1,668	1,854	(186)▼	-10.0%▼	1,668	1,854	(186)▼	-10.0%▼
<b>Corporate Support Expenses</b>								
ACC Levies	907	1,156	(249)▼	-21.6%▼	907	1,156	(249)▼	-21.6%▼
Accounting Fees	7,920	8,910	(990)▼	-11.1%▼	7,920	8,910	(990)▼	-11.1%▼
Audit Fees	65	-	65▲	0.0%	65	-	65▲	0.0%
Bank Fees - ANZ	202	315	(113)▼	-36.0%▼	202	315	(113)▼	-36.0%▼
Board Fees	6,154	10,000	(3,846)▼	-38.5%▼	6,154	10,000	(3,846)▼	-38.5%▼
Contract staff	36,142	47,700	(11,558)▼	-24.2%▼	36,142	47,700	(11,558)▼	-24.2%▼
Electricity Corporate	689	1,200	(511)▼	-42.6%▼	689	1,200	(511)▼	-42.6%▼
Entertainment	397	-	397▲	0.0%	397	-	397▲	0.0%
Equipment Rental	726	900	(174)▼	-19.3%▼	726	900	(174)▼	-19.3%▼
Fringe Benefit Tax	3,083	4,623	(1,540)▼	-33.3%▼	3,083	4,623	(1,540)▼	-33.3%▼
Information Technology	6,709	3,700	3,009▲	81.3%▲	6,709	3,700	3,009▲	81.3%▲
Insurance	3,864	3,888	(24)▼	-0.6%▼	3,864	3,888	(24)▼	-0.6%▼
Interest Expense	997	1,485	(488)▼	-32.9%▼	997	1,485	(488)▼	-32.9%▼
Kitchen Supplies Corporate	67	275	(208)▼	-75.6%▼	67	275	(208)▼	-75.6%▼
KiwiSaver Employer Contributions	8,031	9,000	(969)▼	-10.8%▼	8,031	9,000	(969)▼	-10.8%▼
Legal Expenses	5,330	5,000	330▲	6.6%▲	5,330	5,000	330▲	6.6%▲
Membership Expenses	395	-	395▲	0.0%	395	-	395▲	0.0%



## Budget Variance

	Actual	Budget	Var NZD	Var %	YTD Actual	YTD Budget	Var NZD	Var %
Merchant & BNZ Bank Fees	1,696	1,375	321▲	23.4%▲	1,696	1,375	321▲	23.4%▲
Office Supplies & Photocopying Corporate	4,675	4,950	(275)▼	-5.6%▼	4,675	4,950	(275)▼	-5.6%▼
Other Travel & Transport	110	-	110▲	0.0%	110	-	110▲	0.0%
Personnel incl. Training Corporate	2,422	10,000	(7,578)▼	-75.8%▼	2,422	10,000	(7,578)▼	-75.8%▼
Rent & Rates Corporate	13,741	14,820	(1,079)▼	-7.3%▼	13,741	14,820	(1,079)▼	-7.3%▼
Repairs & Maintenance (2210)	7,975	-	7,975▲	0.0%	7,975	-	7,975▲	0.0%
Salaries	183,825	180,000	3,825▲	2.1%▲	183,825	180,000	3,825▲	2.1%▲
Subscriptions & Membership	7,627	5,900	1,727▲	29.3%▲	7,627	5,900	1,727▲	29.3%▲
Telecom incl Mobiles Corporate	4,177	4,500	(323)▼	-7.2%▼	4,177	4,500	(323)▼	-7.2%▼
Training & Recruitment (2060)	8,691	20,000	(11,309)▼	-56.5%▼	8,691	20,000	(11,309)▼	-56.5%▼
Vehicle Leases	78	-	78▲	0.0%	78	-	78▲	0.0%
Vehicle Operating Costs	7,936	8,550	(614)▼	-7.2%▼	7,936	8,550	(614)▼	-7.2%▼
<b>Total Corporate Support Expenses</b>	<b>324,630</b>	<b>348,247</b>	<b>(23,617)</b>	<b>-6.8%</b>	<b>324,630</b>	<b>348,247</b>	<b>(23,617)</b>	<b>-6.8%</b>
<b>Total I-Site Expenses</b>								
Electricity i-SITES	1,701	2,300	(599)▼	-26.1%▼	1,701	2,300	(599)▼	-26.1%▼
Kitchen Supplies i-SITES	178	275	(97)▼	-35.1%▼	178	275	(97)▼	-35.1%▼
Less Cost of Sales	1,830	-	1,830▲	0.0%	1,830	-	1,830▲	0.0%
Office Supplies i-SITES	624	1,350	(726)▼	-53.8%▼	624	1,350	(726)▼	-53.8%▼
Personnel incl Training & Conferences i-SITES	9	-	9▲	0.0%	9	-	9▲	0.0%
Photocopier i-SITES	1,285	1,350	(65)▼	-4.8%▼	1,285	1,350	(65)▼	-4.8%▼
Photocopier Rental	424	-	424▲	0.0%	424	-	424▲	0.0%
Rent & Rates i-SITES	17,503	15,054	2,449▲	16.3%▲	17,503	15,054	2,449▲	16.3%▲
Telecom i-SITES	3,250	3,600	(350)▼	-9.7%▼	3,250	3,600	(350)▼	-9.7%▼
Travel & Transport	1	-	1▲	0.0%	1	-	1▲	0.0%
Wages	130,084	101,000	29,084▲	28.8%▲	130,084	101,000	29,084▲	28.8%▲

## Budget Variance

	Actual	Budget	Var NZD	Var %	YTD Actual	YTD Budget	Var NZD	Var %
<b>Total Total I-Site Expenses</b>	<b>156,889</b>	<b>124,929</b>	<b>31,960</b>	<b>25.6%</b>	<b>156,889</b>	<b>124,929</b>	<b>31,960</b>	<b>25.6%</b>
<b>Total Marketing Expenses</b>								
Business Events Marketing	436	-	436▲	0.0%	436	-	436▲	0.0%
Distribution	5,573	5,950	(377)▼	-6.3%▼	5,573	5,950	(377)▼	-6.3%▼
Domestic Campaign Not Far	442	-	442▲	0.0%	442	-	442▲	0.0%
Domestic Marketing	30,436	50,000	(19,564)▼	-39.1%▼	30,436	50,000	(19,564)▼	-39.1%▼
Domestic Marketing Email Distribution	4,908	6,300	(1,392)▼	-22.1%▼	4,908	6,300	(1,392)▼	-22.1%▼
Domestic Marketing Facebook	2,726	6,300	(3,574)▼	-56.7%▼	2,726	6,300	(3,574)▼	-56.7%▼
Domestic Marketing Wings Campaign	17,694	40,000	(22,306)▼	-55.8%▼	17,694	40,000	(22,306)▼	-55.8%▼
Imagery	4,922	20,000	(15,078)▼	-75.4%▼	4,922	20,000	(15,078)▼	-75.4%▼
Marketing Projects	-	20,000	(20,000)▼	-100.0%▼	-	20,000	(20,000)▼	-100.0%▼
Media Hosting	3,144	3,000	144▲	4.8%▲	3,144	3,000	144▲	4.8%▲
Relationship Marketing	763	900	(137)▼	-15.2%▼	763	900	(137)▼	-15.2%▼
Trade Events & Training	215	-	215▲	0.0%	215	-	215▲	0.0%
Trade Famils	139	3,000	(2,861)▼	-95.4%▼	139	3,000	(2,861)▼	-95.4%▼
Visitor Guide	15,603	18,000	(2,397)▼	-13.3%▼	15,603	18,000	(2,397)▼	-13.3%▼
Website	4,774	6,300	(1,526)▼	-24.2%▼	4,774	6,300	(1,526)▼	-24.2%▼
<b>Total Total Marketing Expenses</b>	<b>91,777</b>	<b>179,750</b>	<b>(87,973)</b>	<b>-48.9%</b>	<b>91,777</b>	<b>179,750</b>	<b>(87,973)</b>	<b>-48.9%</b>
<b>Total Projects Expenses</b>								
Project	30,089	40,000	(9,911)▼	-24.8%▼	30,089	40,000	(9,911)▼	-24.8%▼
<b>Total Total Projects Expenses</b>	<b>30,089</b>	<b>40,000</b>	<b>(9,911)</b>	<b>-24.8%</b>	<b>30,089</b>	<b>40,000</b>	<b>(9,911)</b>	<b>-24.8%</b>
<b>Total Operating Expenses</b>	<b>626,678</b>	<b>796,220</b>	<b>(169,542)</b>	<b>-21.3%</b>	<b>626,678</b>	<b>796,220</b>	<b>(169,542)</b>	<b>-21.3%</b>
<b>Operating Profit</b>	<b>303,951</b>	<b>51,606</b>	<b>252,345</b>	<b>489.0%</b>	<b>303,951</b>	<b>51,606</b>	<b>252,345</b>	<b>489.0%</b>

## Budget Variance

	Actual	Budget	Var NZD	Var %	YTD Actual	YTD Budget	Var NZD	Var %
<b>Non-operating Expenses</b>								
Entertainment - Non deductible	457	2,250	(1,794)▼	-79.7%▼	457	2,250	(1,794)▼	-79.7%▼
<b>Total Non-operating Expenses</b>	<b>457</b>	<b>2,250</b>	<b>(1,794)</b>	<b>-79.7%</b>	<b>457</b>	<b>2,250</b>	<b>(1,794)</b>	<b>-79.7%</b>
<b>Net Profit</b>	<b>303,495</b>	<b>49,356</b>	<b>254,139</b>	<b>515.0%</b>	<b>303,495</b>	<b>49,356</b>	<b>254,139</b>	<b>515.0%</b>

Destination Wairarapa Board  
31 March 2021  
General Manager's Financial Report

Unaudited Financials 31 March 2021

The Destination Wairarapa 2020/2021 budget was developed during a time of great uncertainty for the tourism industry. At the time, the year ahead looked bleak and the prospect of forecasting what 'might' happen during this time period, wasn't something anyone had confidence in doing – not even the country's top economists.

Now that we are three quarters into this financial year, this 'actuals vs budget' report for Q3 aptly reflects a year no-one could predict. It is confusing to say the least.

For this reason, this report will focus on the actual year-to-date (YTD) figures for the financial year, rather than just for the quarter.

Revenue. YTD ending 31 March revenue shows as being \$80k above budget.

This was due to

- better visitation in the region than forecast, with more people booking through the iSite
- more visitors in the region resulting in our operators having more money in the bank than earlier forecasted, so more of them wanted to be part of the annually produced Wairarapa Visitor Guide
- the application for a Trust House Grant being accepted and received in February rather than in May – as was budgeted
- receiving the first two contracted payments for the Banking Hub Services at the Martinborough iSite, which was not originally budgeted for.

Please note, we are down \$55k against budget for membership fees. Last year we made the call to offer free membership until the end of March 2021 to anyone who wanted to be part of Destination Wairarapa's activities during this year of uncertainty.

We made this decision because we wanted the industry to feel connected and supported, and we didn't want anyone to feel left out because they were not a current paid-up member.

From April onwards, we will be going out to our members to invite them to re-join Destination Wairarapa on a paid basis for the 2021/2022 membership year. We will also be recruiting for new members.

## Expenditure

### STAPP Funded Projects

We are underspent significantly for all STAPP funded activities against budget RTD. This is due to a lack of people resource.

Although we can use the STAPP money to purchase additional resource for some projects, we have tried to follow robust procedures so that we are spending money in the right places and with the right people. This has taken additional time to achieve and has resulted in us being behind in achieving our contracted milestones.

At the end of January, a contract variation was applied for with MBIE to account for these delays. This was accepted and we have been given an extension until the end of the calendar year to complete our contracted milestones.

Corporate Expenses YTD until the 31<sup>st</sup> March is \$24K under budget.  
This is due to the delay in completing STAPP funded projects.

Please note, the overspend in Information Technology, and Repairs and Maintenance is due to the cost of moving from our head office in Church St, to the shared space in the Masterton iSite on Dixon St.

I-SITE Expenses YTD until the 31<sup>st</sup> March is \$32k over budget  
This is due to increased hours of work by the iSite staff to cover the services required by the Banking Hub. This increased cost is recouped in the additional revenue received from Kiwibank.

In addition, iSite staff wages increased to the Living Wage, and the retirement of Pixie Tipoki - Team Leader iSites, had an impact on iSite expenses. Pixie had been working for Destination Wairarapa for 14 years and had accumulated a significant amount of leave over that time period.

Marketing Expenses YTD until the 31<sup>st</sup> March is \$88k under budget.  
This is due to delays in completing STAPP funded projects.

Overall Operating Expenses YTD until the 31<sup>st</sup> March is \$170k under budget.  
Again, this is due to delays in completing STAPP funded projects.

*The Destination Wairarapa budget includes both BAU activities (as funded by the 3x Councils, Trust House and Membership Fees) and STAPP funded activities.*

*In addition, existing Account Ledgers have been used for the different STAPP projects. For example, the Consulting and Accounting Account is for work undertaken by TRC Tourism and Colmar Brunton to develop the Destination Management Plan, and the Domestic Marketing Wings Campaign Account is being used for the promotion of any regional event that significantly attracts visitors from outside of the region into the region.*

*One lump sum of \$400k was deposited into DW's bank account in September 2020 for MBIE contracted work associated with.*

- *Destination Management Planning*
- *Capability Building*
- *Domestic Marketing*

*YTD until the 31<sup>st</sup> March 2021 \$281,895 remains to be spent on STAPP Funded Projects.*



## 7.3 APPROVAL FOR DARK SKY PLAN CHANGE

### 1. PURPOSE

For the council to provide confirmation of the Independent Hearings Commissioner approval of the Plan Change for the Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting Plan Change. To seek confirmation of this as Council's decision on the Council Initiated Plan Change.

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy. The Plan Change was subject to a full notification and consultation process under the Resource Management Act.

### 3. BACKGROUND

The Carterton District Council along with South Wairarapa and Masterton District Councils are responsible for approving Plan Changes to the current Wairarapa Combined District Plan (WCPD). A Plan Change is the process required to change existing rules.

The Dark Sky Reserve for Wairarapa project has involved discussion and ongoing support during 2018-2019 by the District Councils for the proposed establishment of a Wairarapa Dark Sky Reserve. The Wairarapa Economic Development Strategy and Action Plan identifies the 'Martinborough Dark Sky experience' as one of the four best 'multi-season, multi day regular returns' tourism opportunities in Wairarapa. The strategy identifies the opportunity for the dark sky astronomy experience as an extension to Wellington tourism offer. If Wairarapa was to become a Dark Sky Reserve, it would be the world's largest.

Carterton District Council supported advancing the Council initiated plan change in support of an application from the Wairarapa Dark Sky Association to the International Dark Sky association for part of the region to be certified as an International Dark sky reserve. The plan change has been a responsive approach to bring forward modern outdoor artificial lighting controls, and includes policies, rules, and other methods to control outdoor lighting throughout the two districts to minimise the effects of light pollution on the darkness of our night sky.

Mr Jason Jones was commissioned to hear and consider the Council Initiated Plan Change.

The application was notified on the 30<sup>th</sup> September 2020 and the closing date for submissions was 30<sup>th</sup> November 2020. At the close of the submission period 10

submissions were received, four in support of the application, with a further 6 in support but with requested amendments. A summary of the submissions can be found in the section 42a officers report dated 17<sup>th</sup> May 2021 (attached as Appendix 2).

As a result of meetings with the submitters matters were discussed and resolution reached in respect of the matters raised. There was no need for a hearing as a result of the inter party discussions.

The Commissioner released his decision recommendation to the Council on the 26<sup>th</sup> May 2021 (attached at Appendix 1).

The Independent Hearings Commissioner has recommended approval for the plan change for the Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting Plan Change.

Council officers recommend that Council adopts the recommendation of the Independent Hearings Commissioner as a Council decision and direct officers to notify the decision in accordance with the First Schedule of the Resource Management Act 1991.

A link has also been attached below to the South Wairarapa District Councils Dark Sky consultation page (they were managing this data for both councils) containing all previously provided background reports, option and analysis reports, proposed rule changes before notification, public notices, full copies of the submissions along with minute directions from the independent commissioner and the section 42a report as amended after mediation with submitters.

<https://swdc.govt.nz/wairarapa-international-dark-sky-reserve-outdoor-artificial-lighting-plan-change/>

#### **4. DISCUSSIONS AND OPTIONS**

##### **4.1 Legal Implications**

The process for District Plan Changes is set out in the First Schedule of the Resource Management Act 1991.

The Commissioner, Mr Jones has delegated authority to make recommendations to Council in relation to this plan change. However, the decision on any plan change must be made by Council.

The decision Council is required to make today is set out in the RMA's clause 10 of the First Schedule.

This state:

- (1) A local authority must give a decision on the provisions and matters raised in submissions, whether or not a hearing is held on the proposed policy statement or plan concerned.
- (2) The decision—
  - (a) must include the reasons for accepting or rejecting the submissions and, for that purpose, may address the submissions by grouping them according to—



- (i) the provisions of the proposed statement or plan to which they relate; or
- (ii) the matters to which they relate; and

The Commissioners recommendations have assessed the application in its entirety along with the matters raised in submissions. These considerations are recorded in the attached report (Appendix 1).

The Independent Hearings Commissioners Report addresses all aspects of the RMA that are required to be considered as part of a private plan change request for rezoning.

Council must give its decision within two years of notifying the plan change.

#### **4.2 Options available to Council**

Once Council receives the Recommendation Report, Council must then decide whether or not to accept the recommendation in full or not.

If the recommendation is accepted, it then becomes the Council's approved decision.

The Council cannot itself make a decision on the submissions that differs from the recommendations as Council has not heard the evidence at the hearing.

That means Council cannot accept some recommendations and not others. It is an all or nothing decision.

If the recommendation is not accepted, then the Council has two options:

1. Refer the Recommendation Report back to the commissioner for reconsideration.
2. Appoint a new commissioner to re-hear the submissions and make fresh recommendations

## **5. CONSIDERATIONS**

### **5.1 Climate change**

No issues for the purpose of this report have been identified.

### **5.2 Tāngata whenua**

As per the legislative requirement of the plan change process Iwi were notified and had the opportunity to be involved in the process.

Māori ancestors highly valued the night sky and possessed great astronomical knowledge of their surrounding environment. Tātai Arorangi or astronomy was interwoven throughout Māori way of life and tohunga kōkorangi or master astronomers would observe the movements and positions of the stars, planets, comets and meteors and passed this knowledge through oral traditions like waiata, whakataukī, karakia and more.

The ability to view the night sky is integral to Māori in;

- Whakatere waka - Navigation
- Matariki – Pleiades
- Māramataka – Māori Lunar calendar

As such the Dark Sky Reserve is consistent with Maori values and a Plan Change to support the reserve would be consistent with those values.

### **5.3 Financial impact**

Any financial requirements for the implementation of the plan change can be accommodated within the current district plan budgets.

### **5.4 Community Engagement requirements**

This has been undertaken via the formal plan change process.

### **5.5 Risks**

No risks have been identified; legal requirements have been addressed earlier in this report.

## **6. RECOMMENDATION**

That the Council:

1. **Receives** the report.
2. **Receives** the recommendation of the Independent Hearings Commissioner on the Plan Change for Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting Plan Change, and
3. **Adopts** the recommendation of the Independent Hearings Commissioner as a Council decision and direct officers to notify the decision in accordance with the First Schedule of the Resource Management Act 1991.

**File Number:** 128282

**Author:** Solitaire Robertson, Senior Planner

**Attachments:**

1. Decision recommendation of Independent Commissioner. [↓](#)
2. Section 42a Planners Report. [↓](#)

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## **Report of Independent Commissioner**

### **Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting Plan Change**

Recommendation to South Wairarapa District Council and Carterton District Council

25 May 2021

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## SCHEDULE OF APPENDICES

- **APPENDIX 1:** Recommended amendments to Plan Change provisions
- **APPENDIX 2:** Commissioner recommendations on relief sought in submissions

## INTERPRETATION

This report uses the following abbreviations and acronyms.

<b>TERM</b>	<b>MEANS</b>
<b>the Act</b>	Resource Management Act 1991
<b>Councils</b>	South Wairarapa District Council & Carterton District Council
<b>NZCPS</b>	New Zealand Coastal Policy Statement 2010
<b>Plan</b>	Wairarapa Combined District Plan
<b>Plan Change</b>	Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting Plan Change
<b>RMA</b>	Resource Management Act 1991
<b>RPS</b>	Regional Policy Statement for the Greater Wellington Region 2013
<b>s42A Report</b>	Report prepared pursuant to s42A of the RMA (dated 17 May 2021)

## South Wairarapa & Carterton District Councils Recommendation of Independent Commissioner

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### Proposal Description:

Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting Plan Change

### Independent Commissioner:

JC Jones

### Summary of Decision:

The proposed plan change has been advanced by the Councils in support of an application from the Wairarapa Dark Sky Association to the International Dark Sky Association for part of the region to be certified as an International Dark Sky Reserve. The plan change includes policies, rules and other methods to control outdoor lighting throughout the two districts to minimise effects on the darkness of the night sky.

Ten submissions were received on the proposal, all of which were in support – albeit some submitters have sought amendments to the proposed rules and methods. The Councils' reporting officer and submitters have been able to resolve the few issues in contention through informal discussions such that all parties are amenable to the proposal being determined without a hearing.

I am satisfied that the proposed plan change, as amended through the dialogue between the parties, meets the relevant requirements of the RMA. I have concluded that the amended proposal will better implement the objectives of the operative District Plan and achieve the objective of the plan change in a more efficient manner than the notified proposal. The amended proposal will also better implement relevant higher order regional and national policy direction, and better achieve the sustainable management purpose of the RMA.

Having considered all relevant matters under the RMA, and based on the evidence gathered by the Council in preparing the plan change, the submissions received, and the s42A Report, I recommend that:

- the plan change be approved, subject to the further amendments as indicated in **Appendix 1**;
- the submissions be accepted, accepted in part or rejected to the extent described in this report and summarised in **Appendix 2**; and
- the Councils give notice of their decision on submissions to the plan change pursuant to Clause 10 of the First Schedule of the RMA.

## 1.0 Introduction

*"But out in the distance there's a glow  
That nobody sees, so nobody knows..."*

*If the evening ever comes, maybe it'll set things right  
'Cause in the dark even the blind can feel a speck of light"*

- Eric Bachmann

### Plan Change context & purpose

- 1.1 The words above are from the song *Big Darkness* by Crooked Fingers. In their original context, the lyrics lament the pitfalls of a dead-end town in America and the effect this has on the town's people. Considered in the context of this plan change, the words represent a very different prospect – that of communities who want to celebrate big darkness and the associated benefits to be realised from it.
- 1.2 The plan change has been brought about to support an application from the Wairarapa Dark Sky Association to the International Dark Sky Association for part of the region to be certified as an International Dark Sky Reserve. In particular, controls on outdoor lighting have been identified as necessary to minimise outdoor lighting pollution.
- 1.3 The Councils have reviewed the operative Plan and found that the provisions that control light emissions in the districts do not specifically address light pollution that affects the clarity and brightness of the night sky. The provisions also do not meet the International Dark Sky requirements for dark sky reserve accreditation.
- 1.4 The purpose of the plan change as expressed in the public notice is accordingly to review the Plan's issues, objectives, policies, rules, methods and assessment criteria to:
  - a. manage new lighting within the districts to minimise adverse effects from light pollution to protect the brightness and clarity of the night sky;
  - b. manage new lighting to ensure that the requirements for obtaining international dark sky reserve status can be met;
  - c. clearly signal to the community that the clarity and brightness of the night sky are important features of the Wairarapa and should be protected;
  - d. allow for outdoor artificial lighting when the type and characteristics of lighting used will not have adverse effects on the brightness and clarity of the night sky;
  - e. ensure that Plan provisions are sufficiently clear and direct, to assist decision-makers assessing and determining applications for lighting; and
  - f. ensure provisions clearly articulate Councils' expectations in relation to lighting.

- 1.5 The plan change has an extensive background. It has been the subject of a section 32 report<sup>1</sup>, consultation with stakeholders, and, of course, the public notification and submission process, culminating in my recommendation.

### Report purpose

- 1.6 The purpose of this report is to outline my recommendation to the Councils on the proposed change to the Wairarapa Combined Plan relating to the Wairarapa Dark Sky Reserve and associated controls on outdoor lighting.
- 1.7 The decision to approve the plan change, approve it with amendments or decline it ultimately rests with the Councils.

### Report outline

- 1.8 As I discuss in further detail below, this plan change has followed a somewhat unorthodox process in that no formal hearing of submissions has been held. While uncommon, this process is expressly allowed for under the RMA in circumstances where all submitters have indicated they do not wish to be heard or have withdrawn a previously expressed desire to be heard<sup>2</sup>.
- 1.9 The upshot of the process adopted is that all parties to the plan change – being the submitters and the planning advisor for the Councils – have expressed their comfort with the plan change being approved subject to a small number of amendments that address the relief sought by some submitters. The parties have agreed to dispense with the hearing on the basis that the plan change is amended accordingly.
- 1.10 This agreed process has enabled me to adopt a considerably more concise report format than I would normally use for a plan change hearing, and that format is organised as follows:

#### Section 1: Introduction

Section 1 provides a factual basis for the report, including a brief description of the plan change purpose and my role.

#### Section 2: Overview of plan change, notification and submissions

Section 2 summarises the plan change provisions as notified and provides a brief factual summary of the process leading to this decision report, including notification, submissions and subsequent exchanges between the parties.

#### Section 3: Outline of statutory considerations

Section 3 provides a brief summary of the statutory matters that must be considered when determining a plan change.

#### Section 4: Evaluation

Section 4 includes my evaluation of the submissions received, and of amendments to the notified provisions arising from submissions

#### Section 5: Recommendations

The final brief section of the report formally records my recommendations to the Councils.

<sup>1</sup> Section 32 of the RMA sets out the requirements for preparing and publishing reports that evaluate the appropriateness of a plan change.

<sup>2</sup> RMA, Schedule 1, Clause 8C

**Cross referencing plan change documents and s42A Report**

- 1.11 For the sake of brevity, I have taken the opportunity at several junctures in this report to cross reference and/or adopt material set out in the plan change document, the associated s32 RMA report and the s42A Report prepared by Ms Debbie Donaldson, the Councils' Consultant Planner of Kahu Environmental.
- 1.12 Those documents and others referenced below are held on Council file and should be read in conjunction with this report for completeness.

**Comments on the parties' participation to date**

- 1.13 As a final point in this preliminary section, I would like to record my appreciation to all parties for working in a timely and collaborative manner. Not only have the parties' efforts enabled the hearing to be dispensed with, the results of their collective efforts have greatly assisted my understanding of key issues and my evaluation of the proposed amendments.



## 2.0 Plan change overview, notification & submissions

### Proposed amendments & notification

- 2.1 The proposal is comprehensively described in the s32 Report that accompanied the notified plan change. Detailed summaries of the proposal have been provided in a Summary/FAQ document provided on the Council website, and again in Ms Donaldson's s42A Report.
- 2.2 Reference should be made to those documents, which I will not repeat in detail here – apart from the following summary of proposed amendments to the Plan extracted from the s42A Report:

*19 Proposed changes to the WCDP include:*

- *Amendments to the Significant Resource Management Issues in Chapter 19 – General Amenity Values<sup>3</sup>.*
- *Amendments to policies within Chapter 19 – General Amenity Values. The proposed changes ensure that the effects of lighting on amenity are distinguished from the effects of lighting on the night sky. The proposed policies also highlight the importance of the night sky as an amenity value within the Dark Sky Management Area<sup>4</sup>.*
- *Amendments to the Methods and Anticipated Environmental Outcomes within Chapter 19 – General Amenity Values<sup>5</sup>.*
- *New rules within Chapter 21 – District Wide Land Use Rules, to introduce performance standards for outdoor artificial lighting within the Dark Sky Management Area to manage:*
  - *The light colour temperature of lights<sup>6</sup>;*
  - *Shielding and tilting of lights<sup>7</sup>; and*
  - *Provide an exemption to the light colour temperature and shielding and tilting performance standards, where lighting is controlled by motion sensors with limited duration<sup>8</sup>.*
- *New rules within Chapter 21 – District Wide Land Use Rules, to introduce performance standards within the Dark Sky Management Area to manage outdoor sports lighting at recreational facilities, in particular:*
  - *The light colour temperature of lights<sup>9</sup>;*
  - *The design of lighting in accordance with Australian Standard AS 2560 Guide to sports lighting<sup>10</sup>;*
  - *The luminous intensity from light fittings<sup>11</sup>;*
  - *Hours of operation of outdoor sports lighting<sup>12</sup>; and*
  - *Provide controls for outdoor sports lighting, including automatic curfew controls, local control and training/competition lighting<sup>13</sup>.*

<sup>3</sup> Significant Resource Management Issue 19.2.4

<sup>4</sup> Policy 19.3.2(e) and (f)

<sup>5</sup> Method 19.3.4(g) and Anticipated Environmental Outcome 19.4(c)

<sup>6</sup> Rule 21.1.11(a)(ii)

<sup>7</sup> Rule 21.1.11(a)(iii)

<sup>8</sup> Rule 21.1.11(a)(iv)

<sup>9</sup> Rule 21.1.11(b)(i)

<sup>10</sup> Rule 21.1.11(b)(ii)

<sup>11</sup> Rule 21.1.11(b)(iii)

<sup>12</sup> Rule 21.1.11(b)(iv)

<sup>13</sup> Rule 21.1.11(b)(v) and (vi)

- *Amendments to the Assessment Criteria contained within Chapter 22.1.17 – Artificial Light and Chapter 22.2.10 – Signs.*
- *It is proposed that the amended performance standards will only apply to the South Wairarapa and Carterton Districts and as such a 'Dark Sky Management Area' has been identified that extends over the South Wairarapa and Carterton Districts. This area is identified in the 'Dark Sky Management Area' Map to be included in the Plan as Appendix 15.*
- *Amendments to the definitions contained within Chapter 27 – Definitions.*

- 2.3 The plan change was supported by a suite of technical and research resources, including:
- a. an Issues & Options paper prepared by Perception Planning;
  - b. a report prepared by Stephenson & Turner Lighting, which included a review of existing provisions against the requirements of the International Dark Sky Association requirements, and technical advice on plan amendments necessary to comply with those requirements;
  - c. a stocktake of outdoor lighting currently available at retail outlets which meet the proposed requirements; and
  - d. results of preliminary consultation.
- 2.4 The supporting information for the plan change also outlines a range of benefits to be realised through implementation of the proposal and the associated dark sky reserve status. For example, the proposal is anticipated to facilitate an increase in tourism interest to the region, with economic benefits flowing from that.
- 2.5 The s32 Report envisages that winter tourism in particular will be enhanced with dark sky reserve status, noting that winter tourism in Aoraki increased 41% in the period 2010-2019 following dark sky reserve status being awarded there.
- 2.6 Economic projections obtained by the Councils forecast an additional \$190M in tourist expenditure within the first decade of dark sky reserve status in the Wairarapa – though it is unclear whether these estimates will remain valid following the Covid-19 pandemic.
- 2.7 The s32 Report notes that the proposal is also anticipated to enhance cultural values, in particular the relationship that Māori have with the night sky as taonga.
- 2.8 Council's supporting documents also identify that preserving the darkness of the night sky ensures future generations will be able to make use of a common and universal heritage shared with forebears. Evidence is also cited that reducing artificial light pollution has benefits for flora and fauna. The dark sky is also identified in the s32 Report as an essential component for human health associated with sleep cycles and associated biological functions.
- 2.9 These benefits are uncontested in the evidence and submissions before me.

### Submissions

- 2.10 Following the collation of all supporting information and Council authorisation, the application was publicly notified on 30 September 2020, with the period for receiving submissions closing on 30 October.
- 2.11 Ten submissions were subsequently received, with four being in full support and six supporting the plan change in principle, subject to amendments.

- 2.12 A summary of submissions was prepared and notified on 11 November 2020. Two of the original submitters made further submissions before the closing date of 25 November.
- 2.13 The submissions in full support of the proposal provided the following reasons for their support:
- the plan change will help minimise lighting impacts on the natural environment in the South Wairarapa District<sup>14</sup>.
  - the proposal is a prerequisite for Wairarapa Dark Sky Association's (WDSA) key goal of achieving International Dark Sky Reserve status for the Wairarapa - without this Plan Change the criteria applied by the International Dark Sky Association for accrediting the Wairarapa as a reserve would not be met<sup>15</sup>.
  - GWRC currently runs free stargazing and bushwalk nights promoting dark skies as a public service – and the proposed changes and the proposed Dark Sky Reserve will ensure that the park continues to be able to run these events in the future and will protect the Taonga which is the night sky<sup>16</sup>.
  - the Plan Change will also help new astronomy businesses take a foot hold in the Wairarapa, and for established ones to continue to grow, providing new jobs and boosting the economy<sup>17</sup>;
  - darker skies have been proven to aid better quality sleep, healthier body routines and increase wellbeing - avoiding blue and white light at night is vital for humans and the environment<sup>18</sup>; and
  - the plan change strikes an appropriate balance between supporting the use of artificial light at night when needed for the purposes of safety or recreation and limiting the inappropriate use of artificial light in circumstances when light does not increase safety or have a specific functional purpose<sup>19</sup>.
- 2.14 The scope of submissions seeking amendments to the proposal included:
- exceptions applied to the new controls on colour temperature and light output for outdoor lighting under Rule 21.1.11(a), to enable night-time works to be safely undertaken by infrastructure providers where necessary<sup>20</sup>;
  - similar exceptions to be applied to lighting required under civil aviation rules or to lighting that ensures safe navigation of ships at sea<sup>21</sup>;
  - exception also for lighting from or mounted to moveable vehicles<sup>22</sup>; and
  - relaxation of controls on outdoor lighting associated with recreational facilities, including increased permitted limits on light temperature and an earlier finish time for the night time control period on light emission<sup>23</sup>.

<sup>14</sup> Greater Wellington Regional Council (S4/001, S4/002 and S4/003)

<sup>15</sup> Wairarapa Dark Sky Association (S9/001) and Alan and Joyanne Stevens (S10/001)

<sup>16</sup> Greater Wellington Regional Council (S4/001, S4/002 and S4/003)

<sup>17</sup> Under the Stars NZ Ltd (S6/001)

<sup>18</sup> Under the Stars NZ Ltd (S6/001)

<sup>19</sup> Wairarapa Dark Sky Association (S9/001)

<sup>20</sup> Powerco (S1/001), Waka Kotahi (S5/002) & further submissions by Waka Kotahi (FS1/001) & Genesis (FS2/001)

<sup>21</sup> Genesis (S2/002, S2/003), Maritime NZ (S3/001, S3/002), & further submission by Genesis (FS2/002, FS2/004)

<sup>22</sup> South Wairarapa District Council (S8/001), & further submission by Genesis (FS2/003)

<sup>23</sup> Wairarapa Sports Artificial Surface Trust (S7/001, S7/002, S7/003)

### Pre-hearing Procedural Matters

- 2.15 Upon my engagement, I issued a minute<sup>24</sup> to set out a process for potential informal issue resolution between the parties before any hearing arrangements were to be made. Given the low number of submissions received, the broad general (or conditional) support for the proposal, and the willingness signalled in submissions for pre-hearing discussions, I proposed that Ms Donaldson engage with each submitter with a view of narrowing issues in contention.
- 2.16 Ms Donaldson duly spoke with all submitters apart from those that supported the plan change and did not wish to be heard. Ms Donaldson prepared a detailed written record of each discussion and attached that to a cover memo to me dated 4 May 2020. In the memo, Ms Donaldson expressed that the scale and significance of concerns by submitters on the Plan Change were minor and could be resolved through minor amendments to the proposed rules. She attached a suite of associated amendments and provided reasons for adopting those changes.
- 2.17 Ms Donaldson's memo also clarified that all submitters confirmed in writing that they would be happy to dispense with the hearing on the basis of the discussions with her, including agreed amendments.
- 2.18 After reviewing Ms Donaldson's memo, I issued a second minute to confirm that the hearing could be dispensed with subject to final confirmation of the parties.<sup>25</sup> The process I proposed at that time was:
- a. firstly, to enable all submitters the opportunity to view *all* amendments proposed by Ms Donaldson and to confirm whether they remain happy to proceed without a hearing in light of those changes;
  - b. secondly, to ask Ms Donaldson to provide her s42A report one week after that; and
  - c. finally, to allow for my consideration of the amended proposal.
- 2.19 No submitters expressed any concerns about Ms Donaldson's memo within the timeframe stipulated in Minute 2 (or subsequently) and accordingly, I concluded that the matter would be determined without need for a hearing.
- 2.20 Following the circulation of Ms Donaldson's s42A report, Genesis Energy noted to the Councils that one of the amendments agreed with Ms Donaldson had been inadvertently omitted from the amended provisions. Ms Donaldson subsequently acknowledged that omission and reissued her s42A report with a correction made.
- 2.21 Having reviewed Ms Donaldson's final report, I was satisfied that I had all information necessary to complete my deliberations and deliver my recommendation to the Councils. I issued Minute 3 on 24 May confirming as much to all parties.

### s42A report

- 2.22 Ms Donaldson's report set out the following matters:
- a. overview of the proposed plan change;
  - b. statutory considerations relevant to the determination of plan changes;
  - c. a discussion of submissions received, including recommended changes to the notified provisions arising from the submissions;

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<sup>24</sup> Minute 1 dated 6 April 2021

<sup>25</sup> Minute 2 dated 5 May 2021

- d. an evaluation of the additional amendments under s32AA of the RMA; and
  - e. updated recommendations on the substance of relief sought by various submitters.
- 2.23 The recommended changes to the notified provisions addressed the key issues raised in the submissions from Genesis Energy, Waka Kotahi, Maritime New Zealand, Powerco the Wairarapa Sports Artificial Surface Trust and South Wairarapa District Council – being each of the submitters who conditionally supported the proposal subject to amendments being adopted.
- 2.24 The changes were limited to the Outdoor Artificial Light rules under 21.1.11 in the Plan, and collectively:
- a. expanded the exceptions for outdoor lighting limits to:
    - i. exempt night-time works for the construction, maintenance and upgrading of network utilities and energy generation facilities undertaken by a network utility operator or wind energy facility operator from complying with the maximum colour temperature standard and the maximum light output standard;
    - ii. exempt lighting on existing buildings or structures erected or maintained pursuant to civil aviation or maritime transport legislation from complying with the same standards;
    - iii. exempt lighting from, or mounted to, moveable vehicles from all standards for outdoor lighting; and
  - b. relaxed the standards for outdoor lighting at recreation facilities by:
    - i. increasing the maximum colour temperature from 4,000 to 5,700 Kelvin; and
    - ii. reducing the night-time period for limiting outdoor lighting by one hour (the period no ceases at 6am instead of 7am as notified).
- 2.25 Hereafter, I refer to the above as the **"agreed amendments"**.
- 2.26 Ms Donaldson concluded that the agreed amendments would better implement the relevant objectives and policies in the Plan than the notified provisions, having evaluated the agreed amendments under s32AA of the RMA.
- 2.27 I expand upon these points subsequently.



### 3.0 Statutory considerations

- 3.1 The relevant statutory matters for determining plan change proposals are well set out in section 3 of Ms Donaldson's s42A Report.
- 3.2 As noted by Ms Donaldson<sup>26</sup> the Environment Court has provided the following comprehensive summary of these matters in *Colonial Vineyard Ltd v Marlborough District Council*<sup>26</sup>:

#### A. General requirements

1. *A district plan (change) should be designed to accord with — and assist the territorial authority to carry out — its functions so as to achieve the purpose of the Act.*
2. *The district plan (change) must also be prepared in accordance with any regulation (there are none at present) and any direction given by the Minister for the Environment.*
3. *When preparing its district plan (change) the territorial authority must give effect to any national policy statement or New Zealand Coastal Policy Statement.*
4. *When preparing its district plan (change) the territorial authority shall:*
  - (a) *have regard to any proposed regional policy statement;*
  - (b) *give effect to any operative regional policy statement.*
5. *In relation to regional plans:*
  - (a) *the district plan (change) must not be inconsistent with an operative regional plan for any matter specified in section 30(1) or a water conservation order; and*
  - (b) *must have regard to any proposed regional plan on any matter of regional significance etc.*
6. *When preparing its district plan (change) the territorial authority must also:*
  - *have regard to any relevant management plans and strategies under other Acts, and to any relevant entry in the Historic Places Register and to various fisheries regulations to the extent that their content has a bearing on resource management issues of the district; and to consistency with plans and proposed plans of adjacent territorial authorities;*
  - *take into account any relevant planning document recognised by an iwi authority; and*
  - *not have regard to trade competition or the effects of trade competition;*
7. *The formal requirement is that a district plan (change) must also state its objectives, policies and the rules (if any) and may state other matters.*

#### B. Objectives [the section 32 test for objectives]

8. *Each proposed objective in a district plan (change) is to be evaluated by the extent to which it is the most appropriate way to achieve the purpose of the Act.*

#### C. Policies and methods (including rules) [the section 32 test for policies and rules]

9. *The policies are to implement the objectives, and the rules (if any) are to implement the policies;*
10. *Each proposed policy or method (including each rule) is to be examined, having regard to its efficiency and effectiveness, as to whether it is the most appropriate method for achieving the objectives of the district plan taking into account:*
  - (i) *the benefits and costs of the proposed policies and methods (including rules); and*

<sup>26</sup> ENV-2012-CHC-108, [2014] NZEnvC 55

- (ii) *the risk of acting or not acting if there is uncertain or insufficient information about the subject matter of the policies, rules, or other methods; and*
- (iii) *if a national environmental standard applies and the proposed rule imposes a greater prohibition or restriction than that, then whether that greater prohibition or restriction is justified in the circumstances.*

#### **D. Rules**

- 11. *In making a rule the territorial authority must have regard to the actual or potential effect of activities on the environment.*
- 12. *Rules have the force of regulations.*
- 13. *Rules may be made for the protection of property from the effects of surface water, and these may be more restrictive than those under the Building Act 2004.*
- 14. *There are special provisions for rules about contaminated land.*
- 15. *There must be no blanket rules about felling of trees in any urban environment.*

#### **E. Other statutes:**

- 16. *Finally territorial authorities may be required to comply with other statutes.*

#### **F. (On Appeal)**

- 17. *On appeal the Environment Court must have regard to one additional matter — the decision of the territorial authority.*

3.3 The report section that follows considers each of these matters in turn, to the extent relevant.

3.4 An important distinction to also clarify here is that the aspects of the matters above that derive from s32 RMA have already been assessed by the Councils in preparing the s32 Report that accompanied the notified plan change. The relevant surrogates for my report are derived from s32AA, which states (my emphasis):

#### **32AA Requirements for undertaking and publishing further evaluations**

- (1) *A further evaluation required under this Act—*
  - (a) *is required only for any changes that have been made to, or are proposed for, the proposal since the evaluation report for the proposal was completed (the changes); and*
  - (b) *must be undertaken in accordance with section 32(1) to (4); and*
  - (c) *must, despite paragraph (b) and section 32(1)(c), be undertaken at a level of detail that corresponds to the scale and significance of the changes; and*
  - (d) *must—*
    - (i) *be published in an evaluation report that is made available for public inspection at the same time as the approved proposal (in the case of a national policy statement or a New Zealand coastal policy statement or a national planning standard), or the decision on the proposal, is notified; or*
    - (ii) *be referred to in the decision-making record in sufficient detail to demonstrate that the further evaluation was undertaken in accordance with this section.*
- (2) *To avoid doubt, an evaluation report does not have to be prepared if a further evaluation is undertaken in accordance with subsection (1)(d)(ii).*
- (3) *In this section, **proposal** means a proposed statement, national planning standard, plan, or change for which a further evaluation must be undertaken under this Act.*

3.5 In relation to the emphasised clauses above:

- a. my evaluation of the provisions addresses the amendments arising since notification;
- b. the level of detail required is commensurate with the low scale & significance of changes arising, as appraised by Ms Donaldson; and

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Dark Sky Reserve – outdoor lighting plan change

Commissioner Recommendation

- c. the requisite evaluation is contained in this report with reference to Ms Donaldson's evaluation – rather within a separate stand-alone s32AA evaluation report.



## 4.0 Evaluation

### Overview

- 4.1 Here I iteratively step through each of the relevant matters identified in section 3 above.
- 4.2 Overall, I have adopted Ms Donaldson's proposed amendments and the corresponding evaluation of the relevant statutory matters as set out in the s32A Report or her s42A Report.
- 4.3 For those reasons and as I elaborate below, I consider that the plan change as amended in **Appendix 1** is more appropriate than the notified proposal.
- 4.4 I also adopt Ms Donaldson's findings that the scale and significance of amendments arising since notification are both low, such that my evaluation can be correspondingly high-level.

### General requirements

#### Councils' functions

- 4.5 The Councils' functions are set out in s31 of the RMA. Of particular relevance here is the function relating to the establishment, implementation, and review of objectives, policies, and methods to achieve integrated management of the effects of the use, development, or protection of land and associated natural and physical resources of the District<sup>27</sup>.
- 4.6 The plan change includes provisions to achieve integrated management of land use and development effects, and the agreed amendments comprise methods with a particular focus on integrating the proposed controls on lighting with controls on energy generation activities, infrastructure activities, and recreation activities.
- 4.7 The proposal – as altered by the agreed amendments – will accordingly assist the Councils to carry out their functions for the purposes of achieving the Act's sustainable management purpose.

#### Regulations

- 4.8 There are no regulations or Ministerial directions relevant to this proposal.

#### New Zealand Coastal Policy Statement

- 4.9 As noted in the s32 Report, part of the proposed dark sky reserve is located in the 'coastal environment' as defined in the NZCPS – and the NZCPS is relevant for those parts of the districts.
- 4.10 Policy 13 of the NZCPS identifies that the natural character of the coastal environment may include the natural darkness of the night sky. The policy also directs how the natural character of the coastal environment is to be preserved and protected from inappropriate subdivision, use and development.
- 4.11 I am satisfied that the plan change has been prepared to implement this policy and its overarching objectives to the extent relevant. The agreed amendments will not alter that finding.

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<sup>27</sup> s31(1)(a)

- 4.12 In reaching that view, I note that the agreed amendments include relaxations for limited activities to comply with proposed outdoor lighting limits, including activities and structures for the express purposes of ensuring maritime safety.
- 4.13 Consistent with Ms Donaldson's evaluation in her s42A Report, I observe that the NZCPS is not disabling of use and development in the coastal environment. To the contrary, Objective 6 of the NZCPS enables people and communities to provide for their social, economic and cultural well-being and their health and safety through such activities. The objective adds that:
- a. use and development in appropriate places and forms and within appropriate limits are not precluded;
  - b. some uses and developments which depend upon the use of natural and physical resources in the coastal environment are important to the social, economic and cultural wellbeing of people and communities – including for example, maritime navigation aids, established energy generation facilities and other significant infrastructure;
  - c. functionally, some uses and developments can only be located on the coast or in the coastal marine area; and
  - d. the coastal environment contains renewable energy resources of significant value.
- 4.14 The agreed amendments are appropriate in this context, and again, I consider the plan change will give effect to the NZCPS with those amendments adopted.

#### Regional Policy Statement

- 4.15 The RPS was made operative in 2013. As noted in the s32 Report, the RPS contains objectives and policies to preserve and protect habitats and features, including the natural character of the coastal environment. The RPS also contains objectives and policies that recognise the need for Councils to work with local iwi authorities for the benefit of the region. The plan change has been designed to give effect to these and other relevant provisions in the RPS.
- 4.16 There are also provisions in the RPS relating to renewable energy generation and regionally significant infrastructure. The agreed amendments are directly relevant to RPS Policy 39 which requires that plan change decisions have particular regard to:
- a. the social, economic, cultural and environmental benefits of energy generated from renewable energy resources and/or regionally significant infrastructure; and
  - b. protecting regionally significant infrastructure from incompatible subdivision, use and development occurring under, over, or adjacent to the infrastructure; and
  - c. the need for renewable electricity generation facilities to locate where the renewable energy resources exist; and
  - d. significant wind and marine renewable energy resources within the region
- 4.17 In my evaluation, the agreed amendments will better implement this direction in the RPS without undermining the other relevant aims and directions in the RPS.
- 4.18 There is no proposed RPS that I must have regard to.

#### Regional Plans

- 4.19 There are operative and proposed Regional Plans for the Wellington Region.

- 4.20 I am satisfied that the plan change – as altered by adopting the agreed amendments – will not be inconsistent with any operative regional plan.
- 4.21 I have also considered the matters of regional significance under the Proposed Natural Resources Plan, which is under appeal before the Environment Court at present. Those include regionally significant infrastructure, sites and areas of significance to mana whenua, natural wetlands, and freshwater bodies. The plan change does not create any conflict with respect to those matters of regional significance.

#### Other general matters

- 4.22 My understanding is that there are no relevant management plans and strategies under other Acts, nor any relevant planning document recognised by any iwi authority.
- 4.23 Trade competition effects have not been considered.
- 4.24 The plan change has stated objectives, policies, rules and other matters, and these are discussed further immediately below.

#### Objectives

- 4.25 The proposed plan change did not amend any existing objectives in the Plan or introduce any new objectives. For such proposals, the RMA identifies that the purpose of the Plan change comprises the 'objectives' for the purposes of assessing the proposal against the RMA's sustainable management purpose in Part 2.<sup>28</sup>
- 4.26 In the s32 Report, the Council has found the purpose of the plan change to be consistent with Part 2, and there are no changes to the objectives arising from submissions such that I need to consider this relationship any further.

#### Policies, rules & other methods

##### Policies

- 4.27 The plan change proposed one amendment to an existing policy and the inclusion of a new policy. As notified, these provisions read:

##### 19.3.2GAV1 Policies

...

(e) Manage the intensity, location and direction of artificial lighting to avoid light spill and glare onto adjoining sites and roads. ~~and to protect the clarity and brightness of the night sky.~~

(f) Within the Dark Sky Management Area, manage the light colour temperature, shielding and hours of operation of outdoor artificial lighting to mitigate skyglow to protect the clarity and brightness of the night sky.

- 4.28 The Councils concluded in the s32 Report that these provisions are the most appropriate to give effect to the settled objectives of the Plan and to the objectives comprising the plan change purpose.
- 4.29 No submissions were made on these policy provisions, no further amendments have been proposed to them, and accordingly, the Council's assessment stands in this respect.

<sup>28</sup> Sections 32(6)(b) & 32(1)(a)

### Rules & other methods

- 4.30 The proposed rules are to implement the policies, and the appropriateness of each rule is to be evaluated in that context. This evaluation is to consider costs, benefits, efficiency and effectiveness. The environmental effects of all proposed rules are also to be considered, and the agreed amendments are central to this evaluation.
- 4.31 There are no national environmental standards relevant such that any consideration of those regulations need be given here. The subject matter of the policies and methods is well understood and there is no corresponding need to carry out any risk assessment of including them or otherwise in the Plan.
- 4.32 Overall, I adopt Ms Donaldson's evaluation of the agreed amendments as voiced in sections 6 & 7 of her s42A Report. I emphasise in particular that:
- providing an exception for night-time works associated with the construction, maintenance and upgrading of essential network utilities and wind energy generation facilities is appropriate and unlikely to result in effects that are either enduring or that undermine the objective of the plan change;<sup>29</sup>
  - those exceptions will also better enable the operative Plan aims in Objectives 16.3.1 and 16.3.4 to be achieved by facilitating the efficient development, maintenance and operation of network utilities, and encouraging energy efficiency and the generation of energy from renewable sources;<sup>30</sup>
  - providing exceptions for existing lighting for the purpose of ensuring aviation and maritime safety will appropriately provide for people's health and safety;<sup>31</sup>
  - the relaxation in maximum colour temperature to 5,700 Kelvin for recreational activities will provide greater access to cost-effective lighting products for recreational facilities, whilst remaining within the limits required by the International Dark Sky Association for dark sky accreditation;<sup>32</sup>
  - reducing the overnight period for limiting lighting from recreational activities by one hour is unlikely to have any material adverse effect or undermine the plan change objective;<sup>33</sup> and
  - both relaxations for lighting from recreational activities will enable the plan change aims to be met, whilst also enhancing the proposal's implementation of the general amenity outcomes sought in Objective 19.3.1.<sup>34</sup>
- 4.33 In all of the above respects the settled objectives of the Plan will be more efficiently and effectively implemented, the proposed objective will be more efficiently implemented with no relative reduction in efficacy and the anticipated environmental effects associated with the revised plan limits will be appropriate.
- 4.34 The net effect of the agreed amendments will be a plan change that better achieves integrated management of the use and development of land and associated natural and physical resources in the South Wairarapa and Carterton Districts.

### Other statuses

- 4.35 There are no other status that need be complied with.

<sup>29</sup> Per s42A Report, para 49

<sup>30</sup> Per s42A Report, para 128

<sup>31</sup> Per s42A Report, para 85

<sup>32</sup> Per s42A Report, para 108

<sup>33</sup> Per s42A Report, para 110

<sup>34</sup> Per s42A Report, para 134

## 5.0 Recommendation

5.1 For the reasons set out above, I recommend that:

- a. the plan change be approved, subject to the further amendments as indicated in **Appendix 1**;
- b. the submissions be accepted, accepted in part or rejected to the extent described in this report and summarised in **Appendix 2**; and
- c. the Councils give notice of their decision on submissions to the plan change pursuant to Clause 10 of the First Schedule of the RMA.

**DATED AT WELLINGTON THIS 25th DAY OF MAY 2021**



JC Jones  
Independent Commissioner

Dark Sky Reserve – outdoor lighting plan change

Commissioner Recommendation

**APPENDIX 1**  
Recommended amendments to plan change provisions

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Appendix 1 / Page 1



## Dark sky reserve – outdoor lighting plan change

### Amendments to notified provisions recommended by Commissioner

#### Proposed plan change provisions to be retained as notified

The proposed changes to the following chapters in the plan change are recommended to be **retained as notified**:

- Chapter 4 – Rural Zone;
- Chapter 6 – Commercial Zone;
- Chapter 7 – Industrial Zone;
- Chapter 19 – Industrial Zone;
- Chapter 22 – Assessment Criteria; and
- Chapter 27 – Definitions.

#### Proposed plan change provisions to be amended in response to submissions

The proposed changes to the notified provisions in Chapter 21 (District Wide Land Use Rules) are recommended to be **amended as set out in the annotated provisions below**.

Red text represents notified amendments to be retained, and green text represents additional changes to notified provisions in response to submissions. Additions are shown as underlined and deletions are shown as ~~struck-through~~.

#### 21.1.11 **Glare and Outdoor** Artificial Light

- (a) The emission of **outdoor artificial** light (including glare) meets the following standards:

- (i) A maximum artificial light level of 8 lux (lumens per square metre) measured at 1.5m above ground level at the site boundary.
- (ii) Within the Dark Sky Management Area identified within Appendix 15, all outdoor lighting shall have a colour temperature of light emitted of 3000K Kelvin or lower.
- (iii) Within the Dark Sky Management Area identified within Appendix 15, all outdoor lighting with a light output of 500 lamp lumens or greater shall be shielded or tilted so as to not emit any light at or above a horizontal plane measured at the light source.

Exceptions:

- (iv) Lighting controlled by motion-activated switches limiting the duration of illumination to less than five (5) minutes after activation are exempt from complying with standards (ii) and (iii) above.
- (v) Night-time works for the construction, maintenance and upgrading of network utilities and energy generation facilities undertaken by a network utility operator or wind energy facility operator are exempt from complying with standards (ii) and (iii) above.
- (vi) Lighting on existing buildings or structures erected or maintained pursuant to civil aviation or maritime transport legislation are exempt from complying with standards (ii) and (iii) above.
- (vii) Lighting from or mounted to moveable vehicles.

**(b) Outdoor Sports Lighting at Recreation Facilities**

Within the Dark Sky Management Area identified within **Appendix 15**, the emission of light from outdoor sports lighting at Recreational Facilities which meets the following standards:

- (i) All outdoor sports lighting shall have a colour temperature of light emitted of ~~4000K~~ 5700K Kelvin or lower.
- (ii) Outdoor sports lighting shall be designed to the illumination levels recommended in Australian Standard AS 2560 Guide to sports lighting, all parts. Maximum permitted illumination level is to be that recommended for "Level 3" competition standard. The lighting designs initial levels shall not exceed the recommended average service illuminance level by more than 50% and shall meet the recommended uniformity.
- (iii) Luminous intensity from any light source for any viewing angles at 1.5m height, at a distance of 45m beyond the field shall not exceed 1000 candela.
- (iv) Outdoor sports lighting shall not operate between 10pm and ~~7~~6am.
- (v) All outdoor sports lighting shall provide the following controls:
  - (1) Automatic curfew controls to ensure the lighting is off between 10pm and ~~7~~6am.
  - (2) Local control to turn lights on and off.
  - (3) If the lighting has a lighting level for competition, it shall also have a selectable lower lighting level for training.



Dark Sky Reserve – outdoor lighting plan change

Commissioner Recommendation

**APPENDIX 2**

Summary of recommendations on submissions & further submissions

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Appendix 2

Dark Sky Reserve – outdoor lighting plan change

Commissioner Recommendation

**Summary of Commissioner recommendations on submissions and further submissions**

Submitter	Sub. Point # <sup>35</sup>	Plan section	Provision	Commissioner recommendation on submission	Further Submission Point Number	Further Submitter	Commissioner recommendation on further submission
Powerco Limited							
Powerco Limited	S1/001	Chapter 21- District Wide Land Use Rules	21.1.11(a)	<b>Accept in part</b> Exception has been added to rule 21.1.11(a) to exempt night-time works for the construction, maintenance and upgrading of network utilities and energy generation facilities undertaken by a network utility operator or wind energy facility operator from complying with standards for maximum colour temperature and maximum light output.	FS1/001	Waka Kotahi NZ Transport Agency	<b>Accept in part</b>
					FS2/001	Genesis Energy Limited	<b>Accept in part</b>
Genesis Energy Limited							
Genesis Energy Limited	S2/004	All of Plan	Other	<b>Accept</b> See paras 64 – 89 of s42A Report			
Genesis Energy Limited	S2/003	Chapter 22 - Assessment Criteria	22.1.17 - Outdoor Artificial Light	<b>Reject</b> See paras 64 – 89 of s42A Report			
Genesis Energy Limited	S2/002	Chapter 21- District Wide Land Use Rules	21.1.11 - Outdoor Artificial Light	<b>Accept in part</b> Exception has been added to rule 21.1.11(a) to exempt lighting on existing buildings or structures erected or maintained pursuant to civil aviation or maritime transport legislation from complying with			

<sup>35</sup> Submission point number is as per the summary of submissions and the s42A Report.

Dark Sky Reserve – outdoor lighting plan change

Commissioner Recommendation

Submitter	Sub. Point # <sup>35</sup>	Plan section	Provision	Commissioner recommendation on submission	Further Submission Point Number	Further Submitter	Commissioner recommendation on further submission
				standards for maximum colour temperature and maximum light output.			
<b>Maritime New Zealand</b>							
Maritime New Zealand	S3/002	Chapter 27 - Definitions	27 - Definitions	<b>Reject</b> See paras 64 – 89 of s42A Report	FS2/004	Genesis Energy Limited	<b>Reject</b>
Maritime New Zealand	S3/001	Chapter 21- District Wide Land Use Rules	21.1.11(a)(iv)	<b>Accept in part</b> Exception has been added to rule 21.1.11(a) to exempt lighting on existing buildings or structures erected or maintained pursuant to civil aviation or maritime transport legislation from complying with standards for maximum colour temperature and maximum light output.	FS2/002	Genesis Energy Limited	<b>Accept in part</b>
<b>Greater Wellington Regional Council</b>							
Greater Wellington Regional Council	S4/002	Chapter 21- District Wide Land Use Rules	21.1.11(a)(i)	<b>Accept</b>			
Greater Wellington Regional Council	S4/003	Chapter 21- District Wide Land Use Rules	21.1.11(a)(iv)	<b>Accept</b>			

Dark Sky Reserve – outdoor lighting plan change

Commissioner Recommendation

Submitter	Sub. Point # <sup>35</sup>	Plan section	Provision	Commissioner recommendation on submission	Further Submission Point Number	Further Submitter	Commissioner recommendation on further submission
Greater Wellington Regional Council	S4/001	Chapter 21- District Wide Land Use Rules	21.1.11(a)(iii)	<b>Accept</b>			
<b>Waka Kotahi/NZ Transport Agency</b>							
Waka Kotahi/NZ Transport Agency	S5/002	Chapter 21- District Wide Land Use Rules	21.1.11(a)	<b>Reject</b> See paras 54 – 62 of s42A Report			
Waka Kotahi/NZ Transport Agency	S5/001	Chapter 19 - General Amenity Values	19.3.4(g)	<b>Accept in part</b> Exception has been added to rule 21.1.11(a) to exempt night-time works for the construction, maintenance and upgrading of network utilities and energy generation facilities undertaken by a network utility operator or wind energy facility operator from complying with standards for maximum colour temperature and maximum light output.			
Waka Kotahi/NZ Transport Agency	S5/003	Chapter 22 - Assessment Criteria	22.1.11 - Outdoor Artificial Light	<b>Accept</b> See paras 64 – 89 of s42A Report			
<b>Under the Stars NZ Ltd</b>							

Dark Sky Reserve – outdoor lighting plan change

Commissioner Recommendation

Submitter	Sub. Point # <sup>35</sup>	Plan section	Provision	Commissioner recommendation on submission	Further Submission Point Number	Further Submitter	Commissioner recommendation on further submission
Under the Stars NZ Ltd	S6/001	All of Plan	Other	<b>Accept</b> See Section 5 of s42A Report			
<b>Wairarapa Sports Artificial Surface Trust</b>							
Wairarapa Sports Artificial Surface Trust	S7/002	Chapter 21- District Wide Land Use Rules	21.1.11(b)(iv)	<b>Accept in part</b> Relaxations have been adopted to rule 21.1.11(b) to the standards for maximum colour temperature and night-time period limiting outdoor lighting associated with recreational activities.			
Wairarapa Sports Artificial Surface Trust	S7/003	Chapter 21- District Wide Land Use Rules	21.1.11(b)(v)	<b>Accept in part</b> Relaxations have been adopted to rule 21.1.11(b) to the standards for maximum colour temperature and night-time period limiting outdoor lighting associated with recreational activities.			
Wairarapa Sports Artificial Surface Trust	S7/001	Chapter 21- District Wide Land Use Rules	21.1.11(b)(i)	<b>Accept in part</b> Relaxations have been adopted to rule 21.1.11(b) to the standards for maximum colour temperature and night-time period limiting outdoor lighting associated with recreational activities.			

Dark Sky Reserve – outdoor lighting plan change

Commissioner Recommendation

Submitter	Sub. Point # <sup>35</sup>	Plan section	Provision	Commissioner recommendation on submission	Further Submission Point Number	Further Submitter	Commissioner recommendation on further submission
<b>South Wairarapa District Council</b>							
South Wairarapa District Council	S8/001	Chapter 21- District Wide Land Use Rules	21.1.11(a)	<b>Accept</b> Exception has been added to rule 21.1.11(a) to exempt lighting from or mounted to moveable vehicles.	FS2/003	Genesis Energy Limited	<b>Accept</b>
<b>Wairarapa Dark Sky Association</b>							
Wairarapa Dark Sky Association	S9/001	All of Plan change	Other	<b>Accept</b> See Section 5 of s42A Report			
<b>Alan &amp; Joyanne Stevens</b>							
Alan & Joyanne Stevens	S10/001	All of Plan change	Other	<b>Accept</b> See Section 5 of s42A Report			

# **Wairarapa Dark Sky Reserve – Outdoor Artificial Light Plan Change**

S42A REPORT – REPORT ON SUBMISSIONS AND FUTHER SUBMISSIONS

SOUTH WAIRARAPA DISTRICT COUNCIL AND CARTERTON DISTRICT COUNCIL

17 MAY 2021



**kāhu**  
ENVIRONMENTAL



## List of Submitters and Further Submitters

Original Submitter	Submission Number
Powerco Limited	S1
Genesis Energy Limited	S2
Maritime New Zealand	S3
Greater Wellington Regional Council	S4
Waka Kotahi/NZ Transport Agency	S5
Under the Stars NZ Limited	S6
Wairarapa Sports Artificial Surface Trust	S7
South Wairarapa District Council	S8
Wairarapa Dark Sky Association	S9
Alan and Joyanne Stevens	S10
Further Submitter	Submission Number
Waka Kotahi/NZ Transport Agency	FS1
Genesis Energy Limited	FS2



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WAIRARAPA DARK SKY RESERVE – OUTDOOR ARTIFICIAL  
LIGHTING PLAN CHANGE - S42A REPORT

KĀHU ENVIRONMENTAL

## **1 Introduction**

1. This report is prepared under s42A of the Resource Management Act 1991. It has been prepared at the request of South Wairarapa District Council and Carterton District Council in relation to the Wairarapa Dark Sky Reserve – Outdoor Artificial Lighting Plan Change (the Plan Change)
2. This report analyses and responds to submissions received on those provisions proposed in the Plan Change.

### **Qualifications and Experience**

3. My name is Deborah Donaldson and I am a Senior Planner with Kāhu Environmental Limited, a resource management planning consultancy based in Martinborough in the Wairarapa. My qualifications and experience are as follows.
4. I hold a Bachelor of Laws and a Bachelor of Science (Major Geography) from Victoria University, Wellington. I have over 15 years of planning experience and have worked for private planning practices and local government in the United Kingdom, Australia and New Zealand.
5. The Wairarapa Dark Sky Reserve – Outdoor Artificial Lighting Plan Change was initiated by South Wairarapa District Council and Carterton District Council (the Council's). In late 2019 I was contracted by the Council's to:
  - Prepare the Plan Change (including the S32 Report)
  - Arrange public notification of the Plan Change, and
  - After the submission period had closed, provide recommendations in the form of a Section 42A report.

### **Code of Conduct**

6. I confirm that I have read the Code of Conduct for Expert Witnesses in the Environment Court Practice Note 2014 and that I have complied with it when preparing this report. Other than when I state that I am relying on the advice of another person, this evidence is within my area of expertise. I have not omitted to consider material facts known to me that might alter or detract from the opinions that I express.

5

7. I am authorised to give this evidence on the Council's behalf to the Wairarapa Dark Sky Reserve – Outdoor Artificial Lighting Plan Change hearings commissioners.

### Conflict of Interest

8. I confirm that I have no real or perceived conflict of interest.
9. I bring to the attention of readers the following relationship.

Submitter	Relationship
Wairarapa Dark Sky Association	<p>The chairperson of the Wairarapa Dark Sky Association, Viv Napier is my mother.</p> <p>I do not consider there is a conflict of interest in respect of this Plan Change. I have been engaged by the Council's to prepare the Plan Change. The Wairarapa Dark Sky Association have made a submission on the Plan Change.</p> <p>At the time of my engagement by the Council's to prepare the Plan Change, Viv Napier was not the chairperson of the Wairarapa Dark Sky Association and has taken on this position since the Plan change process was initiated by the Council.</p>

### Preparation of this Report

10. My role in the preparation of this report has been to review, provide analysis on, and make recommendations on the submissions and further submissions received by the Council in relation to the Plan Change.
11. The data, information, facts and assumptions I have considered in forming my opinions are set out in my evidence. Where I have set out opinions in my evidence, I have given reasons for those opinions.

## 2 Overview of Plan Change

### The Plan Change Process

WAIRARAPA DARK SKY RESERVE – OUTDOOR ARTIFICIAL  
LIGHTING PLAN CHANGE - S42A REPORT

KĀHU ENVIRONMENTAL

12. The proposed Wairarapa Dark Sky Reserve – Outdoor Artificial Lighting Plan Change has been prepared and notified in accordance with section 74 of the RMA, and the first part of Schedule 1, which outlines the requirements for changing a District Plan.

### **Summary of Proposed Plan Change**

13. A comprehensive summary of the proposed Plan Change is provided in the s32 report that accompanied the Plan Change. In this section of the s42A report I provide a brief overview of the key elements of the Plan Change.
14. South Wairarapa District Council, along with Carterton and Masterton District Councils, are supporting an application by the Wairarapa Dark Sky Association (WDSA) for the Wairarapa to be certified as an International Dark Sky Reserve by the International Dark Sky Association (IDA).
15. Dark Sky Reserve certification could bring a number of positive benefits to the Wairarapa region including tourism (in particular winter tourism), cultural, environmental and educational benefits.
16. Light pollution is the biggest threat to gaining certification. To qualify as a dark sky reserve, light pollution within the region must be managed. The key criteria for achieving dark sky reserve status is that local authorities need to manage activities that need outdoor lighting.
17. A review of the operative Wairarapa Combined District Plan (WCDP) revealed that the provisions that control light emissions within the district do not specifically address light pollution that adversely effects the brightness and clarity of the night sky. The operative provisions also fail to meet the IDA requirements for dark sky reserve accreditation.
18. The Plan Change proposes amendments to some of the issues, policies and methods in the WCDP to manage light pollution.
19. Proposed changes to the WCDP include:

- Amendments to the Significant Resource Management Issues in Chapter 19 – General Amenity Values<sup>1</sup>.
- Amendments to policies within Chapter 19 – General Amenity Values. The proposed changes ensure that the effects of lighting on amenity are distinguished from the effects of lighting on the night sky. The proposed policies also highlight the importance of the night sky as an amenity value within the Dark Sky Management Area<sup>2</sup>.
- Amendments to the Methods and Anticipated Environmental Outcomes within Chapter 19 – General Amenity Values<sup>3</sup>.
- New rules within Chapter 21 – District Wide Land Use Rules, to introduce performance standards for outdoor artificial lighting within the Dark Sky Management Area to manage:
  - The light colour temperature of lights<sup>4</sup>;
  - Shielding and tilting of lights<sup>5</sup>; and
  - Provide an exemption to the light colour temperature and shielding and tilting performance standards, where lighting is controlled by motion sensors with limited duration<sup>6</sup>.
- New rules within Chapter 21 – District Wide Land Use Rules, to introduce performance standards within the Dark Sky Management Area to manage outdoor sports lighting at recreational facilities, in particular:
  - The light colour temperature of lights<sup>7</sup>;

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<sup>1</sup> Significant Resource Management Issue 19.2.4

<sup>2</sup> Policy 19.3.2(e) and (f)

<sup>3</sup> Method 19.3.4(g) and Anticipated Environmental Outcome 19.4(c)

<sup>4</sup> Rule 21.1.11(a)(ii)

<sup>5</sup> Rule 21.1.11(a)(iii)

<sup>6</sup> Rule 21.1.11(a)(iv)

<sup>7</sup> Rule 21.1.11(b)(i)

- The design of lighting in accordance with Australian Standard *AS 2560 Guide to sports lighting*<sup>8</sup>;
- The luminous intensity from light fittings<sup>9</sup>;
- Hours of operation of outdoor sports lighting<sup>10</sup>; and
- Provide controls for outdoor sports lighting, including automatic curfew controls, local control and training/competition lighting<sup>11</sup>.
- Amendments to the Assessment Criteria contained within Chapter 22.1.17 – Artificial Light and Chapter 22.2.10 – Signs.
- It is proposed that the amended performance standards will only apply to the South Wairarapa and Carterton Districts and as such a 'Dark Sky Management Area' has been identified that extends over the South Wairarapa and Carterton Districts. This area is identified in the 'Dark Sky Management Area' Map to be included in the Plan as Appendix 15.
- Amendments to the definitions contained within Chapter 27 – Definitions.

### 3 Statutory Considerations

20. Before a plan change request can be incorporated into a District Plan it must fulfil a number of statutory requirements set down in the Resource Management Act, including:

- Part II, comprising Section 5, Purpose and Principles of the Act; Section 6, Matters of National Importance; Section 7, Other Matters; and Section 8, Treaty of Waitangi;
- Section 31, Functions of Territorial Authorities;

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<sup>8</sup> Rule 21.1.11(b)(ii)

<sup>9</sup> Rule 21.1.11(b)(iii)

<sup>10</sup> Rule 21.1.11(b)(iv)

<sup>11</sup> Rule 21.1.11(b)(v) and (vi)



- Section 32, Duty to consider alternatives, assess benefits and costs;
  - Section 74, Matters to be considered by territorial authorities; and
  - Section 75, Contents of district plans.
21. The Environment Court in *Colonial Vineyard Ltd v Marlborough District Council*<sup>12</sup> provides a comprehensive summary of the mandatory requirements for a plan change under the RMA. Analysis of the degree to which the Plan Change is consistent with these matters is undertaken within the body of the s32 report and in the report below the where relevant to assist the commissioner.
22. The purpose of this assessment is to determine whether the provisions of the Plan Change should be confirmed, amended or deleted, after consideration of the alternative provisions and relief sought in submissions.
23. Where changes are recommended to the provisions of the plan as a result of a submission, an analysis of the proposed changes has been undertaken in accordance with s32AA of the RMA.

## 4 Consideration of submissions received

### Procedural matters

24. Pre-hearing meetings were conducted between the Council and submitters at the direction of the Independent Hearings Commissioner, Mr Jason Jones<sup>13</sup>. Prehearing meetings were undertaken in accordance within Schedule 1, Clause 8AA(1) of the RMA, with respect to submissions on the Plan Change.
25. A summary of the pre-hearing process, details of discussions, and agreed outcomes is available was provided to the Commissioner, and all submitters<sup>14</sup>.

<sup>12</sup> ENV-2012-CHC-108,[2014] NZEnvC 55

<sup>13</sup> Proposed Plan Change for the Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting – Minute 1 of Commissioner, 6<sup>th</sup> April 2021 (<https://swdc.govt.nz/wairarapa-international-dark-sky-reserve-outdoor-artificial-lighting-plan-change>)

<sup>14</sup> Memo – Record of Pre-Hearing discussions on the Wairarapa International Dark Sky reserve – Outdoor Artificial Lighting Plan Change, 4<sup>th</sup> May 2020. (<https://swdc.govt.nz/wairarapa-international-dark-sky-reserve-outdoor-artificial-lighting-plan-change>)

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### Structure of this report

26. Given the small number of submissions, I have responded to submissions as a group where the submissions support the plan change as notified; and individually where submissions have requested particular changes to the provisions.
27. Where changes are recommended to the provisions of the plan as a result of a submission, s32AA analysis is provided,

### Overview of submissions

28. Ten submissions and two further submissions were received on the Wairarapa Dark Sky Reserve – Outdoor Artificial Lighting Plan Change.
29. Four submissions were received in full support of the Plan Change.
30. Six of the submissions supported in principle the intention of the Plan Change, but requested some amendments to the rules proposed.

## 5 Submissions in support

### Submissions

31. The four submissions in support of the proposed Plan Change as notified were received from:

Original Submitter	Submission Number
Greater Wellington Regional Council	S4
Under the Stars NZ Limited	S6
Wairarapa Dark Sky Association	S9
Alan and Joyanne Stevens	S10

### Analysis

32. The submissions support the proposed Plan Change for the following reasons:



- The Plan Change will help minimise lighting impacts on the natural environment in the South Wairarapa District<sup>15</sup>.
- The proposed Plan Change is a prerequisite for Wairarapa Dark Sky Association's (WDSA) key goal of achieving International Dark Sky Reserve status for the Wairarapa. Without this Plan Change the criteria applied by the International Dark Sky Association for accrediting the Wairarapa as a reserve would not be met<sup>16</sup>.
- The Greater Wellington Regional Council (GWRC) currently runs free stargazing and bushwalk nights promoting dark skies as a public service. These changes and the proposed Dark Sky Reserve will ensure that the park continues to be able to run these events in the future and will protect the Taonga which is the night sky<sup>17</sup>.
- The Plan Change will also help new astronomy businesses take a foot hold in the Wairarapa, and for established ones to continue to grow, providing new jobs and boosting the economy<sup>18</sup>.
- Darker skies have been proven to aid better quality sleep, healthier body routines and increase wellbeing. Avoiding blue and white light at night is vital for humans and the environment<sup>19</sup>.
- The Plan Change strikes an appropriate balance between supporting the use of artificial light at night when needed for the purposes of safety or recreation and limiting the inappropriate use of artificial light in circumstances when light does not increase safety or have a specific functional purpose<sup>20</sup>.

### Recommendations

33. The submissions support the proposed Plan Change as notified.

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<sup>15</sup> Greater Wellington Regional Council (S4/001, S4/002 and S4/003)

<sup>16</sup> Wairarapa Dark Sky Association (S9/001) and Alan and Joyanne Stevens (S10/001)

<sup>17</sup> Greater Wellington Regional Council (S4/001, S4/002 and S4/003)

<sup>18</sup> Under the Stars NZ Ltd (S6/001)

<sup>19</sup> Under the Stars NZ Ltd (S6/001)

<sup>20</sup> Wairarapa Dark Sky Association (S9/001)

34. These submitters were also provided the opportunity to review outcomes agreed through pre-hearing discussions with other submitters and the Council<sup>21</sup>.
35. Given the general nature of the support in these submissions, which are non-specific to particular provisions, I consider these submissions are unaffected by the recommended changes to the Plan Change provisions outlined within Sections 6 and 7 below.
36. I therefore recommend that the submissions of Greater Wellington Regional Council (S4/001, S4/002 and S4/003), Wairarapa Dark Sky Association (S9/001), Under the Stars NZ Ltd (S6/001) and Alan and Joyanne Stevens (S10/001) are **accepted**.

## 6 Submissions requesting amendments

### Submissions

37. Six submissions were received that requested changes to the provisions proposed as part of the Plan Change. These submissions were received from:

Original Submitter	Submission Number
Powerco Limited	S1
Genesis Energy Limited	S2
Maritime New Zealand	S3
Waka Kotahi/NZ Transport Agency	S5
Wairarapa Sports Artificial Surface Trust	S7
South Wairarapa District Council	S8

<sup>21</sup> Proposed Plan Change for the Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting – Minute 2 of Commissioner, 5<sup>th</sup> May 2021 (<https://swdc.govt.nz/wairarapa-international-dark-sky-reserve-outdoor-artificial-lighting-plan-change>)

38. Each of the submissions requests a change to the provisions of the Plan contained within either Chapter 21 - District Wide Land Use Rules or Chapter 22 - Assessment Criteria of the Plan.
39. I deal with each submission in turn below.

### **Powerco Limited**

#### **Submission**

40. Powerco Limited (Powerco) (S1/001) submitted that the District Plan should be drafted to ensure appropriate provision is made for the on-going operation and maintenance of Powerco's network, including ensuring that works can occur during night-time hours without undue restriction.
41. Powerco opposes the amendments to Rule 21.1.11(a) insofar as they could restrict works that need to be undertaken during hours of darkness. Routine work is not generally undertaken at night, however extraordinary or emergency repair work may need to be. In order to undertake such work safely, illumination of the work site would be required. For above ground assets, this illumination may be directed upwards.
42. Powerco therefore seek to add an exemption to Rule 21.1.11(a), as follows (or such other additional or consequential relief as is necessary to achieve consistency with the relief sought):
- (v) Night-time works undertaken by a network utility operator are exempt from complying with standards (ii) and (iii) above.*
43. Powerco's submission (S1/001) is supported in the further submissions of Waka Kotahi (FS1/001) and Genesis (FS2/001).
44. Genesis seek that the relief sought by Powerco should be broadened to include works that may be undertaken by a Wind Energy Facility, not just network utility operators.
45. Waka Kotahi sought a similar but more specific exemption to that sought by Powerco Ltd. Waka Kotahi consider the generic relief sought by Powerco would address the relief sought by Waka Kotahi with the same or similar environmental outcomes.

**Analysis**

46. Works of the nature described by Powerco are a permitted activity under Rule 21.1.24. Rule 21.1.24 provides for the 'construction, maintenance and upgrading of network utilities and energy generation facilities' which meet the permitted activity standards.
47. I note however that the standards within Rule 21.1.24 do not control outdoor artificial light, nor does the rule provide for an exemption to other District-wide standards within Chapter 21. For this reason, works undertaken in accordance with Rule 21.1.24 would also need to meet the standards for outdoor artificial light contained within Rule 21.1.11(a).
48. I can understand that Powerco, Waka Kotahi and Genesis are concerned that the application of the proposed provisions could impact the ability to undertake the construction, maintenance and upgrading of network utilities and wind energy generation facilities at night, outside of any of designations.
49. For this reason, I consider that providing an exception for night-time works for the construction, maintenance and upgrading of network utilities and wind energy generation facilities is appropriate. There are activities that would be anticipated, and essential in ensuring the continued supply of infrastructure services. In addition, this exemption will apply to activities that are likely to be of a very temporary nature, causing minimal light pollution with little impact on dark sky.
50. Pre-hearing discussions between Powerco, Waka Kotahi, Genesis and the Council facilitated the agreement of an exemption to be included within Rule 21.1.11(a) that addresses the concerns of all parties.

**Recommendation**

51. I recommend that the submission of Powerco (S1/001) is **accepted in part** and Rule 21.1.11(a) amended to read;

**Exemption**

*(v) Night-time works for the construction, maintenance and upgrading of network utilities and energy generation facilities undertaken by a network utility operator or wind energy facility operator are exempt from complying with standards (ii) and (iii) above.*

52. I recommend that the further submissions of Waka Kotahi (FS1/001) and Genesis (FS2/001) are **accepted in part**.
53. A s32AA analysis of the proposed amendment is contained within Section 7 of this report.

## **Waka Kotahi NZ Transport Agency**

### **Submission**

54. A submission was received from Waka Kotahi NZ Transport Agency (Waka Kotahi) (S5/001 and S5/003) in support of the proposed Plan Change. Waka Kotahi state within their submission that the provisions are unlikely to prevent or interfere with Waka Kotahi carrying out its statutory functions and obligations.
55. Waka Kotahi support the Plan Change as notified, however have requested the consideration of an amendment to Rule 21.1.11(a) (S5/002) to provide an exception for road worksite construction light, that reads:

Exception:

*(v) Temporary worksite light for state highway and road construction and maintenance purposes which may be in place for the duration of a project exceeding 12 months.*

### **Analysis**

56. In the cases where the construction period will exceed a 12 month period and will occur outside a Waka Kotahi designation, a resource consent application would be required.
57. I do not think it would be onerous on Waka Kotahi, as part of a resource consent application, to include an assessment of effects of the lighting proposed to be used. In addition, as noted within the submission of Waka Kotahi this is an activity that is unlikely to occur very often, so is unlikely to pose significant extra work/costs for Waka Kotahi.
58. It is noted that Waka Kotahi have made a further submission in support of the submission from Powerco (S1/001). Waka Kotahi consider that the



more generic relief sort by Powerco would address the relief sort by Waka Kotahi.

59. As outlined within the assessment of Powerco's submission above, I consider that there is a need to provide an exemption to the proposed outdoor lighting rules, to allow network utility operators to undertake the construction, maintenance and upgrading of network utilities and energy generation facilities at night. I also consider that this could equally apply to the works required to be undertaken by Waka Kotahi outside their designations.
60. For the reasons outlined above I do not consider that there is a need to provide the specific exception sought by Waka Kotahi. I do however consider, in line with their further submission, that the relief sort by Powerco (S1/001) will provide the necessary exemption to address the concerns raised by Waka Kotahi.

### **Recommendation**

61. I recommend that the submission of Waka Kotahi (S5/002) is **rejected**. I recommend that Rule 21.1.11(a) is amended as outlined within paragraph 51 of this report.
62. I recommend that the submissions of Waka Kotahi (S5/001 and S5/003) are **accepted**.

## **Genesis and Maritime New Zealand**

### **Submissions**

63. Genesis owns and operates the Hau Nui Wind Farm (Hau Nui), located approximately 20km south of Martinborough and within the proposed Dark Sky Management Area.
64. As a general submission point (S2/004), Genesis supports the intent of the proposed Plan Change and the potential benefits an International Dark Sky Reserve may bring to the Wairarapa region. However, as currently drafted, Genesis is concerned that the proposed Plan Change may unintentionally restrict the future development of Hau Nui and other wind farm potential within the region.

65. Whilst wind turbines do not require outdoor artificial lighting in general, new or replacement turbines may trigger the need for aircraft warning lights in accordance with Civil Aviation Rules. The light colour, intensity, and duration are specified by the Civil Aviation Rules subject to the scale and build of the fixed structure, given the important civil aviation safety requirement.
66. Genesis considers the proposed Plan Change should explicitly provide for outdoor artificial lighting within the Dark Sky Management Area that are required by the applicable Civil Aviation Rules.
67. Genesis (S2/002) seeks to add a further exemption to Rule 21.1.11(a), as follows;
- (v) Lighting as required by the applicable Civil Aviation Rules.*
68. Or (S2/003) the addition of a further assessment criteria to Rule 22.1.17, as follows;
- (viii) Requirement for lighting under the applicable Civil Aviation Rules.*
69. Maritime New Zealand has national and international obligations under the Maritime Transport Act 1994 to provide appropriate aids to navigation (AtoN) around the New Zealand coast.
70. An AtoN is designed to assist with safe navigation and thereby reduce the risk of loss of life and protect the environment. An AtoN is manufactured to meet international standards for colour and intensity to ensure they are effective and efficient in their design. Maritime New Zealand maintains two AtoN's within the proposed Dark Sky Management Area, being Cape Palliser and Honeycomb Rock lighthouses.
71. Maritime New Zealand generally support the proposed Plan Change, however they seek changes to the provisions to ensure that safe navigation of ships can be maintained.
72. Maritime New Zealand consider that the standards proposed to be included in the District Plan will conflict with the international standards which Maritime New Zealand must comply with when providing AtoNs. Further, if Maritime New Zealand was to comply with the proposed standards when

providing AtoNs, it may have an adverse effect on the environment by potentially creating a shipping hazard.

73. Maritime New Zealand (S3/001) seeks the following amendments to provide an additional exemption to Rule 21.1.11(a)(iv):

Exemption

Any lighting whose function is to ensure the safe navigation or operation of ships at sea.

74. Alternatively, Maritime New Zealand (S3/002) seeks to include a definition of 'outdoor artificial light' that excludes any lighting whose function is to ensure the safe navigation or operational of ships at sea, or any other consequential amendments to the proposal required to give effect to the submission of Maritime New Zealand.
75. The submissions of Maritime New Zealand (S3/001 and S3/002) were supported by the further submission from Genesis (FS2/002 and FS2/004).

#### Analysis

76. The submissions of Genesis and Maritime New Zealand both seek exemptions to the proposed provisions to provide for lighting that is required by other legislative requirements, being the Civil Aviation Act and the Maritime Transport Act.
77. The Civil Aviation Authority of New Zealand website ([www.aviation.govt.nz](http://www.aviation.govt.nz)) contains information in relation to 'Airspace Hazards'. The website identifies structures, such as cranes masts, windfarms and buildings that may be considered hazards within navigational airspace.
78. A windfarm or a 'wind energy facility' requires resource consent as a discretionary activity under the operative WCDP. New or replacement turbines would require resource consent as a discretionary activity under the WCDP.
79. Cape Palliser and Honeycomb Rock lighthouses are existing lighthouses. Cape Pallier lighthouse dates back to 1897 and is listed as a Heritage building in the District Plan (Hs004). There are no existing resource



consents that apply to either of these sites and they operate under existing use rights.

80. The new lighting rules proposed as part of the Plan Change would also apply if a new lighthouse or navigational aid was established on land. It is unlikely that a new navigational aid would meet the standards for a permitted activity (given the need for lighting above 3000k) and as such resource consent would be required.
81. As part of any resource consent assessment for a new wind energy facility, or a navigational aid, the Council will consider the matters outlined within Chapter 22 – Assessment Criteria, namely 22.1.17 applying to Outdoor Artificial Lighting.
82. Rule 22.1.17 (iii) requires the Council to consider 'the extent to which the light(s) are necessary for reasons of security, public amenity or safety (emphasis added).
83. I consider that lighting under the Civil Aviation Rules and Maritime Transport Legislation would be provided for by Rule 22.1.17(iii), as part of a resource consent application assessment. It is therefore recommended that the submission of Genesis (S2/003) is rejected and that Rule 22.1.17(iii) is retained as notified.
84. Within pre-hearing discussions, Genesis and Maritime New Zealand raised concern that, although unlikely, Civil Aviation or Maritime Transport legislation may be amended in the future to require existing structures to have new or additional lighting. In these situations, resource consent would be triggered, as lighting would not be able to meet the standards contained within Rule 21.1.11(a), and any new lighting may not be provided for under existing resource consents, or existing use rights.
85. For this reason and given the importance of civil aviation and maritime transport safety, I consider that it is appropriate that an exemption is provided for lighting required by civil aviation and maritime transport legislation.

## Recommendation

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86. That submissions of Genesis (S2/001) and MNZ (S3/001) and the further submission of Genesis (FS2/002) are **accepted in part** and Rule 21.1.11(a) is amended to read;

Exemption

*(vi) Lighting on existing buildings or structures erected or maintained pursuant to civil aviation or maritime transport legislation are exempt from complying with standards (ii) and (iii) above.*

87. That submission of Genesis (S2/003) is **rejected** and Rule 22.1.17 is retained as notified.
88. That the submission of MNZ (S3/002) and further submission of Genesis (FS2/004) are **rejected** and Chapter 27 – Definitions is retained as notified.
89. That submission of Genesis (S2/004) is **accepted**.

## Wairarapa Sports Artificial Surface Trust

### Submission

90. A submission was received from the Wairarapa Sports Artificial Surface Trust (WSAST) (S7/001, S7/002 and S7/003) raising concern the provisions proposed within the Plan Change would be overly onerous for sports clubs.
91. The WSAST run the hockey complex at Clareville in the Wairarapa. The site is located within the proposed Dark Sky Management Area.
92. WSAST are concerned about the permitted activity standards within 21.1.11(b) Outdoor Lighting at Recreational Facilities, namely:
- (i) *All outdoor sports lighting shall have a colour temperature of light emitted of 4000K (Kelvin) or lower.*
  - (iv) *Outdoor sports lighting shall not operate between 10pm and 7am.*
  - (v) *All outdoor sports lighting shall provide the following controls:*
    - (1) *Automatic curfew controls to ensure lighting is off between 10pm and 7am.*
    - (2) *Local control to turn lights on and off.*

*(3) If the lighting has a lighting level for competition, it shall also have a selectable lower level for training.*

93. Pre-hearing discussions assisted in narrowing the concerns of WSAST<sup>22</sup>. A record of pre-hearing discussions is attached at Appendix 4 of this report. The primary concerns of WSAST are;

- Ensuring that the Clareville Hockey complex is able to continue to use existing rights to operate, with no impediment to the future, and/or additional costs as a result of the proposed Plan Change.
- That the 4000K limit reduces the availability and affordability of lighting for sporting facilities, and
- A 10pm-7am curfew on sports lighting would hinder the ability to undertake early morning trainings that may occur from 6am in winter.

## Analysis

94. The Clareville Hockey Stadium (managed by WSAST) comprises of two hockey turfs. As outlined within the submission of WSAST, the first turf was established in 1992, and due to demand, a second turf was established in 2009. Both turfs have lighting to enable the turfs to be used in the evenings.

95. The turf established in 2009 is subject to Resource Consent 090030 issued by the Carterton District Council on the 6<sup>th</sup> June 2009. The conditions of the resource consent require that:

- (1) The proposal be in general accordance within the application 090030 and plans submitted.

The details of the application include:

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<sup>22</sup> Proposed Plan Change for the Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting – Minute 1 of Commissioner, 6<sup>th</sup> April 2021 (<https://swdc.govt.nz/wairarapa-international-dark-sky-reserve-outdoor-artificial-lighting-plan-change>)

- Construction and installation of 8 lighting towers around the sports turf to allow sports to be played in the evenings and at other times of poor lighting for safety reasons.
  - A plan showing the location of the turf and light towers.
  - Lighting details as follows:
    - Light towers 18.100 meters in height
    - Luminaire details at 1.500 meters – 480 in middle of turf and 465 near sidelines
    - Lights will operate between the hours of 4.00pm to 9.30pm seven days a week.
96. There is no record of resource consent being obtained for the turf established in 1992.
97. A review of the Carterton District Plan that was operative in 1992, has revealed that within the Rural Environment Zone, recreational facilities that complied with all conditions were a permitted activity<sup>23</sup>.
98. A review of the conditions for permitted activities<sup>24</sup> required that 'light emissions measured for any site shall not exceed a measurement of 8lux (lumens per square meters) measured at 1.5m above ground level at the site boundary<sup>25</sup>.
99. There is no record of the site complying with the 8 lux measurement at the boundary but given the distance of the turf from the boundaries of the site (well over 100m to all boundaries), and that the turf lights are directed downwards to the playing surface, it is anticipated that the existing turf would comply with this standard. This opinion was confirmed by Mr Glen Wright, Principal Lighting Engineer at Stephenson Turner. Mr Wright confirmed that he is familiar within the characteristics of the lights installed at Clareville Hockey complex, namely to Phillips OptiVision floodlights. Mr

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<sup>23</sup> Rule 2.7.1(f) Carterton District Plan

<sup>24</sup> Rule 2.7.2 Carterton District Plan

<sup>25</sup> Rule 2.7.2.4 Carterton District Plan

Wright has designed and provided lighting assessment for other outdoor sports facilities with these floodlights in his role. Mr Wright stated that he would expect the site to comfortably comply with the 8 lux measurement at the boundary<sup>26</sup>.

100. Carterton District Council also confirmed that there have been no complaints regarding lighting associated within the Clareville Hockey Turf.
101. The Hockey turf has continued to operate since 1992, and as such it is considered that the turf is more than likely to have existing use rights to continue to operate.
102. The 1992 turf would only be subject to the proposed rules within the District Plan if the light/activity was changed and that resulted in a change to the character, intensity, and scale of the effects which existed before the proposed plan was notified<sup>27</sup>. Otherwise, the turf can continue to operate under existing use rights.
103. For these reasons, both of the existing turfs at The Clareville Hockey Stadium can continue to operate as they are currently. The 1992 turf under existing use rights, and the 2009 turf in line with the conditions of the resource consent issued by the Council. I do not consider the proposed Plan Change will affect the operations of the Clareville Hockey Stadium.
104. If, however a new turf, or sports facility is proposed, the intention of the Plan Change provisions is to make it easier for sports facilities to erect sports lighting as a permitted activity. If sporting facilities can comply with the proposed standards this will reduce time and costs associated with consenting for such activities.
105. During pre-hearing discussions WSAST raised concern that the provisions of the Plan Change, may result in increased future costs for new or existing sporting facilities. Their concern focused on the current availability and cost of lighting to meet the 4000K requirement in Rule 21.1.11(a)(ii), stating

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<sup>26</sup> Email from Mr Glen Wright (Principal Lighting Engineer at Stephenson Turner) to Mrs Debbie Donaldson (s42A reporting officer) dated 10th December 2020.

<sup>27</sup> s10 RMA



that from recent experience, obtaining lighting 4000K or less is more expensive and difficult to obtain than lighting that is 5000K or over.

106. WSAST sought an increase in the maximum lighting level from 4000K to 5700K to enable a wider range and price level of lighting to be available for sport facilities.
107. The International Dark Sky Association has produced guidelines for outdoor sports lighting. The International Dark Sky Association - Criteria for Community-friendly Outdoor Sports Lighting v1.0<sup>28</sup>, provides for lighting to a level 5700K to meet international dark sky requirements.
108. I consider that it is important that lighting is available and affordable for facilities, in particular given that sporting facilities that are often run by clubs or trusts with limited funding and resources. A 5700K limit would provide for a range of lighting at varying price points, while also ensuring that the requirements of the International Dark Sky Association, for Dark Sky Reserve accreditation can be met. The Wairarapa Dark Sky Society confirmed through pre-hearing discussions, support for this amendment.
109. During pre-hearing discussions WSAST also raised concern that a 10pm-7am curfew on sports lighting as proposed by the Plan Change, may hinder the ability to undertake early morning winter trainings at sporting facilities. For this reason, WSAST sought an amendment to the provision contained within Rule 21.1.11(b)(iv) and (v) to enable lighting from 6am.
110. Given that there are other standards proposed within 21.1.11(b) that will manage the level of lighting and light spill, it is considered that providing for lighting from 6am is unlikely to have adverse amenity effects. In addition, it is not anticipated that there will be adverse effects on the darkness of the night sky, given it is a time of day that is approaching sunrise. In a practical sense, the use of lighting would only be required from 6am in the mornings over the winter months.
111. The Wairarapa Dark Sky Society stated as part of pre-hearing discussions, that in practice the number of sports grounds that will actually use this

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<sup>28</sup> <https://www.darksky.org/ida-accepting-applications-for-community-friendly-sports-lighting-design-certification/>

exception on any one day is likely to be quite small. In addition, while this activity may interfere with Matariki viewing for people who are located directly to the west of a sports ground, it is anticipated that these locations would generally not be the preferred place to gather for the viewing of Matariki rising. The Wairarapa Dark Sky Society confirmed support for this amendment.

### Recommendation

112. I recommend that the submissions of Wairarapa Sports Artificial Surface Trust (S7/001, S7/002 and S7/003) are **accepted in part**.
113. I recommend that Rule 21.1.11(b) is amended to read (**Red text** – Notified provisions, **Blue text** – changes recommended in s42A report);
- (i) *All outdoor sports lighting shall have a colour temperature of light emitted of **4000 5700K** Kelvin or lower.*
  - (vi) *Outdoor sports lighting shall not operate between 10pm and **76am**.*
  - (vii) *All outdoor sports lighting shall provide the following controls. Automatic curfew controls to ensure the lighting is off between 10pm and **76am**.*

## South Wairarapa District Council

### Submission

114. A submission was received from South Wairarapa District Council (S8/001) fully supporting the intent of the proposed Plan Change and the benefits an International Dark Sky Reserve may bring to the Wairarapa region.
115. The submission (S8/001) however highlighted that since the Plan Change was notified, the Council has discovered that the proposed rules for Outdoor Artificial Lighting, as drafted, inadvertently may control lighting from vehicles and lighting mounted to vehicles - for example, lights from vehicles used while undertaking primary production activities in the Rural Zone.
116. Lighting from vehicles is paramount for safety in the evenings. In addition, vehicle lighting allows primary production and other activities to occur in evenings.
117. In this regard, South Wairarapa District Council (S8/001) seeks the following amendments to Rule 21.1.11(a):

Exception

(viii) Lighting from or mounted to moveable vehicles.

118. The submission was supported by a further submission from Genesis (FS2/003)

### Analysis

119. Reviewing the proposed provisions, I consider that the proposed rules for Outdoor Artificial Lighting, as drafted, would control lighting from vehicles and lighting mounted to vehicles.
120. I agree with the Council that lighting from vehicles is paramount for safety in the evenings and allowing primary production and other activities to occur in the evenings.
121. I consider that that vehicle lighting or lighting mounted to vehicles will have very limited impact on the Dark Sky.

### Recommendation

122. That the submission of South Wairarapa District Council (S8/001) and the further submission from Genesis (FS2/003) are **accepted** and Rule 21.1.11(a) is amended to include a new exemption to read:

Exception

(vii) Lighting from or mounted to moveable vehicles.

## 7 S32AA Evaluation

123. This report recommends that amendments are made to the proposed Plan Change provisions.
124. The proposed amendments can be summarised as;
- Exemptions to the provisions contained within Rule 21.1.11(a); and
  - Amendments to the provisions contained within Rule 21.1.11(b) for sport lighting.



125. This section of the report provides a s32AA evaluation of the recommended changes.

**Exemptions to the provisions contained within Rule 21.1.11(a)**

126. This report recommends the following exemptions to the provisions contained within Rule 21.1.11(a);

*(v) Night-time works for the construction, maintenance and upgrading of network utilities and energy generation facilities undertaken by a network utility operator are exempt from complying with standards (ii) and (iii) above.*

*(vi) Lighting on existing buildings or structures erected or maintained pursuant to civil aviation or maritime transport legislation are exempt from complying with standards (ii) and (iii) above.*

*(vii) Lighting from or mounted to moveable vehicles.*

**Effectiveness and Efficiency**

127. The proposed exemptions are effective and efficient in achieving the objectives of the Plan. The plan seeks to ensure that the amenity values of the district, and that the brightness and clarity of the night sky within the Dark Sky Management Area is protected<sup>29</sup>. The exemptions provided will ensure that;

- Essential activities (ie vehicle use) can operate without unnecessary restriction;
- Infrastructure can be constructed, maintained and upgraded as required; and
- Legislative requirements to ensure safety can be achieved.

128. The proposed exemptions are also effective in ensuring the Council can meet the outcomes sought in Objective 16.3.1 and 16.3.4 of the WCDP, by enabling the efficient development, maintenance and operation of network utilities, and encouraging energy efficiency and the generation of energy from renewable sources.

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<sup>29</sup> Wairarapa Combined District Plan – Objective 19.3.1 and Policy 19.3.2(f)

**Costs and Benefits (environmental, economic, social, cultural)**

129. There will be very minimal effects on the dark sky as a result of these exemptions, in particular because these activities are likely to be temporary in nature. There would be significant costs to individuals and business if the use of vehicles was restricted in the evenings. There would also be costs to individuals and businesses, if there was disruption to infrastructure services.
130. These exemptions will avoid triggering unnecessary and timely resource consenting requirements for activities that are essential and will not result in adverse effects on the night sky.
131. Including these exemptions will aid interpretation of the plan and ensure that there is no confusion as to whether the proposed provisions apply to vehicles, construction, maintenance and upgrading of infrastructure, or lighting required by other legislation.

**Amendments to the provisions contained within Rule 21.1.11(b)**

132. This report recommends that Rule 21.1.11(b) is amended to read;
- (ii) *All outdoor sports lighting shall have a colour temperature of light emitted of 4000 5700K Kelvin or lower.*
  - (ix) *Outdoor sports lighting shall not operate between 10pm and 76am.*
  - (x) *All outdoor sports lighting shall provide the following controls. Automatic curfew controls to ensure the lighting is off between 10pm and 76am.*

**Effectiveness and Efficiency**

133. The provisions will ensure that the brightness and clarity of the night sky within the Dark Sky Management Area is protected<sup>30</sup>, but in doing so also ensure that sports lighting is enabled to allow important recreational activities within the district to take place.
134. The provisions are effective in ensuring that general amenity values are maintained and enhanced, to assist the Council in achieving the outcomes sought in Objective 19.3.1 of the WCDP. Enabling standards that allow

<sup>30</sup> Wairarapa Combined District Plan – Objective 19.3.1 and Policy 19.3.2(f)

flexibility in the type and price of sports lighting will ensure that provisions are efficient in meeting the objectives of the Plan.

**Costs and Benefits (environmental, economic, social, cultural)**

135. There will be a cost to sports lighting facilities in erecting lighting to meet the standards within the Plan, however it is not anticipated that these costs will be higher than current cost for replacing or erecting new sports lighting.
136. The provisions provide flexibility, providing standards to protect the dark sky, while ensuring a range of lighting options for sports lighting will be available at varying price points.

**Conclusions and recommendations**

137. This report provides an assessment of submissions received in relation to the Wairarapa Dark Sky Reserve – Outdoor Artificial Lighting Plan Change.
138. As a result of this assessment, changes have been recommended to the provisions contained within Chapter 21 – District Wide Land Use Rules.
139. I consider that the submissions on this chapter as set out in Appendix 1 below, should be accepted, accepted in part or rejected; for the reasons set out in Sections 5, 6 and 7 above.
140. I recommend that provisions in Chapter 21 – District Wide Land Use Rules be amended as set out in Appendix 2 below, for the reasons set out in Sections 5, 6 and 7 above.
141. I consider that the amended provisions will be efficient and effective in achieving the purpose of the RMA, for the reasons set out in the Section 32AA evaluation in Section 7 of this report.



Debbie Donaldson

Consultant Planner – Kāhu Environmental Limited

17 May 2021

**Disclaimer**

We have used various sources of information to write this report. Where possible, we tried to make sure that all third-party information was accurate. However, it's not possible to audit all external reports, websites, people, or organisations. If the information we used turns out to be wrong, we can't accept any responsibility or liability for that. If we find there was information available when we wrote our report that would have altered its conclusions, we may update our report. However, we are not required to do so.

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Prepared by:

Debbie Donaldson LLB BSc  
Senior Planner

VERSION	DATE	AUTHOR	REVIEWER	COMMENTS
1	1/12/20	DD	AC	Minor Amendments
2	2/12/20	DD	AC	Draft to Council
3	7/01/21	DD		Minor Amendments
4	17/05/21	DD		Amendments to Council

## Appendix 1 – Table of Submission and Further Submission Points

Submitter	Submission Point Number	Plan section	Provision	Officer recommendation on submission	Further Submission Point Number	Further Submitter	Officer recommendation on further submission
Powerco Limited	S1/001	Chapter 21- District Wide Land Use Rules	21.1.11(a)	Accept in part	FS1/001	Waka Kotahi NZ Transport Agency	Accept in part
					FS2/001	Genesis Energy Limited	Accept in part
Genesis Energy Limited	S2/004	All of Plan	Other	Accept			
Genesis Energy Limited	S2/003	Chapter 22 - Assessment Criteria	22.1.17 - Outdoor Artificial Light	Reject			

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Genesis Energy Limited	S2/002	Chapter 21- District Wide Land Use Rules	21.1.11 - Outdoor Artificial Light	Accept in part			
Maritime New Zealand	S3/002	Chapter 27 - Definitions	27 - Definitions	Reject	FS2/004	Genesis Energy Limited	Reject
Maritime New Zealand	S3/001	Chapter 21- District Wide Land Use Rules	21.1.11(a)(iv)	Accept in part	FS2/002	Genesis Energy Limited	Accept in part
Greater Wellington Regional Council	S4/002	Chapter 21- District Wide Land Use Rules	21.1.11(a)(ii)	Accept			
Greater Wellington Regional Council	S4/003	Chapter 21- District Wide Land Use Rules	21.1.11(a)(iv)	Accept			
Greater Wellington	S4/001	Chapter 21- District	21.1.11(a)(iii)	Accept			

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Regional Council		Wide Land Use Rules					
Waka Kotahi/NZ Transport Agency	S5/002	Chapter 21- District Wide Land Use Rules	21.1.11(a)	Reject			
Waka Kotahi/NZ Transport Agency	S5/001	Chapter 19 - General Amenity Values	19.3.4(g)	Accept			
Waka Kotahi/NZ Transport Agency	S5/003	Chapter 22 - Assessment Criteria	22.1.17 - Outdoor Artificial Light	Accept			
Under the Stars NZ Ltd	S6/001	All of Plan	Other	Accept			
Wairarapa Sports Artificial Surface Trust	S7/002	Chapter 21- District Wide Land Use Rules	21.1.11(b)(iv)	Accept in part			

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Wairarapa Sports Artificial Surface Trust	S7/003	Chapter 21- District Wide Land Use Rules	21.1.11(b)(v)	Accept in part			
Wairarapa Sports Artificial Surface Trust	S7/001	Chapter 21- District Wide Land Use Rules	21.1.11(b)(i)	Accept in part			
South Wairarapa District Council	S8/001	Chapter 21- District Wide Land Use Rules	21.1.11(a)	Accept	FS2/003	Genesis Energy Limited	Accept
Wairarapa Dark Sky Association	S9/001	All of Plan	Other	Accept			
Alan & Joyanne Stevens	S10/001	All of Plan	Other	Accept			

WAIRARAPA DARK SKY RESERVE – OUTDOOR ARTIFICIAL  
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## **Appendix 2 - Track Changes Version of Recommended Amendments to Chapter 21- District Wide Land Use Rules**

**Red text** – Notified provisions

**Blue text** – Recommended changes from s42A Report.

## 21 DISTRICT WIDE LAND USE RULES

### NOTE:

- (i) The permitted activity rules listed below shall apply within all Environmental Zones and Management Areas unless otherwise specified under the rules below.
- (ii) All of the listed permitted activities under this section shall also comply with the relevant standards for permitted activities specified within the underlying Environmental Zones and Management Areas unless otherwise stated in the rules below.

### 21.1 Permitted Activities

The following are permitted activities, provided they comply with the relevant standards for permitted activities specified below and within the underlying Environmental Zones and Management Areas.

#### 21.1.1 Notable Trees and Street Trees

- (a) Any activity affecting any tree listed in Appendix 1.4 which meets the following standards:
  - (i) No activity shall result in more than minor trimming of any tree in Appendix 1.4, where minor trimming means:
    - (1) The removal of broken branches, deadwood or diseased vegetation;
    - (2) The removal of branches interfering with buildings, structures, overhead wires or utility networks, but only to the extent that the branches are touching those buildings, or structures, or interfering with those overhead wires or utility networks; or
    - (3) Other trimming necessary to maintain the health of a listed tree, certified by a person with an appropriate level of expertise.
  - (ii) The minor trimming of any tree shall not adversely affect the health or appearance of the tree.
  - (iii) No activity within the earth below the dripline of a listed tree shall result in:
    - (1) The destruction, removal or partial removal of the listed tree;
    - (2) The alteration of existing ground levels by excavation or deposition of soil including thrust boring and directional drilling;
    - (3) The covering of the ground by any building or structure or the storage of goods, including the parking of vehicles;
    - (4) The laying of any impervious surface; or

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*Last Amended: 25 May 2011*

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- (5) The discharge of any toxic substance hazardous to the tree, unless a person with an appropriate level of expertise certifies that the health of the tree will not be adversely affected.

Policy 19.3.2(h)

**(b) Any activity affecting any street tree which meets the following standards:**

- (i) No activity shall result in more than minor trimming of any street tree, where minor trimming means:
  - (1) The removal of broken branches, deadwood or diseased vegetation;
  - (2) The removal of branches interfering with buildings, structures, overhead wires or utility networks, but only to the extent that the branches are touching those buildings, or structures, or within the Growth Limit Zone for overhead wires or utility networks; and
  - (3) All trimming is to be certified by a person with an appropriate level of expertise.

Note: For the purposes of the above rule, the "Growth Limit Zone" is the area surrounding an overhead wire or network utility as specified in the Electricity (Hazards from Trees) Regulations 2003.

- (ii) The minor trimming of any tree shall not adversely affect the health or appearance of the tree.

Exception:

- (i) Any activity affecting a street tree is a permitted activity where the work is undertaken in accordance with the Council Street Tree Policy.

## 21.1.2 Sites of Historic Heritage Value

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**(a) Minor repairs and maintenance of any heritage item identified as a site of Historic Value in Appendix 1.7 which meet the following standards:**

- (i) The work is confined to conservation, reassembly, reinstatement, repair or stabilisation of the original character, fabric or detailing of the heritage item; and
- (ii) The work is carried out to the same design, using original or similar materials to those originally used and does not detract from the form, character and appearance of the heritage item.

Note: For the purpose of the above rule -

"Maintenance" means the protective care of a place.

A place of heritage value should be maintained regularly and preferably according to a conservation plan, except in circumstances where it is appropriate for places to remain without intervention. In relation to buildings and structures, maintenance means carrying out any work which:

- (1) is for the purposes of keeping the building and/or structure in good condition; and

Last Amended: 25 May 2011

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- (2) does not result in any increase in the area of land occupied by the structure; and
- (3) does not change the character, scale and intensity of any effects of the structure on the environment (except to reduce any adverse effects or increase any positive effects) but does not include upgrading.

"Repair" means making good decayed or damaged material.

Repair of material or of a site should be with original or similar materials. Repair of a technically higher standard than the original workmanship or materials may be justified where the life expectancy of the site or material is increased, the new material is compatible with the old and any heritage value is not diminished.

*Note: This standard applies to the scheduled buildings and structures listed in the Schedule in [Appendix 1.7](#). The Heritage Inventory held by the District Councils describes the key heritage features associated with each listed building and structure. These features may include external and internal items and attributes, as well as the land and features immediately surrounding the scheduled building or structure where such land and features are intrinsically related to or have an effect on the historic heritage values of the heritage item.*

*Note: The Historic Places Act 1993 provides for identification, protection, preservation and conservation of the nation's historic and cultural heritage. An archaeological site is defined as a place associated with pre-1900 human activity and is able to provide evidence relating to the history of New Zealand. An authority is required from the New Zealand Historic Places Trust if there is reasonable cause to suspect an archaeological site (recorded or unrecorded) may be modified, damaged or destroyed when undertaking any activity. An authority from the Historic Places Trust is required for such activities whether or not the land on which the archaeological site may be present, is identified in the Plan, or resource consent has been granted.*

### 21.1.3 Historic Heritage Precincts

#### South Wairarapa District

- (a) **Minor repairs and maintenance of any premises within the Historic Heritage Precincts listed in [Appendix 1.8](#) which meet the following standards:**

- (i) The work is confined to conservation, reassembly, reinstatement, repair or stabilisation of the original character, fabric or detailing of the premises;
- (ii) The work is carried out to the same design, using original or similar materials to those originally used and does not detract from the form, character and appearance of the premises.
- (iii) For the South Wairarapa District, the work is consistent with the South Wairarapa Town Centres Design Guidelines in [Appendix 8](#).

*Plan Change 4*

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Note: For the purpose of the above rule –

"Maintenance" means the protective care of a place.

A place of heritage value should be maintained regularly and preferably according to a conservation plan, except in circumstances where it is appropriate for places to remain without intervention. In relation to buildings and structures, maintenance means carrying out any work which:

- (1) is for the purposes of keeping the building and/or structure in good condition; and
- (2) does not result in any increase in the area of land occupied by the structure; and
- (3) does not change the character, scale and intensity of any effects of the structure on the environment (except to reduce any adverse effects or increase any positive effects) but does not include upgrading.

"Repair" means making good decayed or damaged material.

Repair of material of a site should be with original or similar materials. Repair of a technically higher standard than the original workmanship or materials may be justified where the life expectancy of the site or material is increased, the new material is compatible with the old and any heritage value is not diminished.

Plan Change 4

Advice Note: it is possible that archaeological sites may be affected by the proposed work. Evidence of archaeological sites may include burnt and fire cracked stones, charcoal, rubbish heaps including shell, bone and/or glass and crockery, ditches, banks, pits, old building foundations, artefacts of Maori and European origin or human burials. The applicant is advised to contact the New Zealand Historic Places Trust if the presence of an archaeological site is suspected. Work affecting archaeological sites is subject to a consenting process under the Historic Places Act 1993. If any activity associated with this proposal, such as earthworks, fencing or landscaping, may modify, damage or destroy any archaeological site(s), an authority (consent) from the New Zealand Historic Places Trust must be obtained for the work to proceed lawfully. The Historic Places Act 1993 contains penalties for unauthorised site damage.

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**(b) Signs within the Commercial and Industrial Zones in the Historic Heritage Precincts listed in Appendix 1.8 which meet the following standards:**

- (i) No individual sign exceeds 2m<sup>2</sup> in area (all faces). Total signage on any one building shall not exceed 4m<sup>2</sup> in area.
- (ii) No sign is illuminated by any means other than directional lighting.
- (iii) Signs are located above verandahs but within the parapet height or suspended within verandahs.
- (iv) One free-standing sign per site, and shall not exceed 0.5m<sup>2</sup> in area (all faces).

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Last Amended: 1 July 2014

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**Masterton District**

- (c) No works relating to any premises within the Historic Heritage Precincts in Appendix 1.8 except for works within the Queen Elizabeth Park Precinct which are provided for in the Park Management Plan (including amendments), and except for works within the Nopps and Norris Reserves in the Masters Crescent Precinct which are provided for in the respective Reserve Management Plans, and except for works otherwise excluded in the relevant Council's Heritage Inventory.

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Exception:

- (i) All internal works to a building are exempt from complying with the above requirements, unless the building is listed in Appendix 1.7 as a Site of Historic Value (refer to Rule 21.1.2(a)) and the particular value of the interior is specified in the Heritage Inventory held by the Councils.

**21.1.4 Outstanding Landscapes**

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- (a) Any activity or structure within an area identified as an Outstanding Landscape in Appendix 1.1 which meets the following standards:
- (i) Earthworks do not exceed 100m<sup>3</sup> per site in any 12 month period;
  - (ii) Structures are less than or equal to 200m<sup>2</sup> in total gross floor area per site.

**21.1.5 Significant Natural Areas**

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- (a) Maintenance of any listed area in the Schedule of Significant Natural Areas in Appendix 1.3 which is limited to:
- (i) The removal of broken branches, deadwood or diseased vegetation;
  - (ii) The pruning of branches which are part of the main structure of the tree that are interfering or overhanging buildings, but only up to 1.0 metres from the external walls or roof of that building;
  - (iii) The removal of vegetation to maintain existing fencelines and access across existing tracks;
  - (iv) The removal of vegetation to erect new fencelines around the perimeter of the Significant Natural Area.
  - (v) The minor trimming of vegetation within the Growth Limit Zones surrounding an existing overhead wire or existing network utility as specified in the Electricity (Hazards from Trees) Regulations 1993;
  - (vi) The removal of exotic species;
  - (vii) Activities are carried out subject to and in accordance with any specific covenants or other legal agreements entered into with the District Council, or Wellington Regional Council, or Department of Conservation, or QEII Trust;
  - (viii) The removal of plant pests identified in the Operative Wellington Region Plant Pest Management Strategy.

*Last Amended: 1 July 2014*

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### 21.1.6 Indigenous Vegetation and Habitats

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- (a) Any activity involving disturbance, removal, damage or destruction ("modification") of kanuka, manuka and tauhinu.
- (b) Any activity involving disturbance, removal, damage or destruction ("modification") of naturally occurring indigenous vegetation (excluding kanuka, manuka and tauhinu) which is more than 4 metres high, or which has a trunk diameter of more than 30 centimetres measured at a height of 1.4 metres above the ground, provided that no more than 10% of the total area of indigenous vegetation is "modified" per site up to a maximum of 200m<sup>2</sup> in any 5 year period.
- (c) The removal of up to 50m<sup>3</sup> of timber per 10-year period per Certificate of Title for personal use.
- (d) The harvesting of indigenous timber undertaken in accordance with an approval under Part IIIA of the Forests Act 1949.
- (e) The disturbance, removal, damage or destruction of naturally occurring indigenous vegetation that has grown under the canopy of a plantation forest.
- (f) The clearance or modification of indigenous vegetation that has been planted and managed specifically for commercial production forestry, horticulture or agriculture purposes.
- (g) The disturbance or damage, but not destruction of naturally occurring indigenous vegetation as a consequence of harvesting of plantation forest, including where the harvesting involves:
  - (i) The lifting and/or dragging of logs;
  - (ii) The construction and maintenance of forestry roads and stream crossings.
- (h) The disturbance, removal, damage or destruction ("modification") of naturally occurring indigenous vegetation by any network utility operator to ensure the safety and integrity of any network utility or to maintain access to the network utility.
- (i) The disturbance, removal, damage or destruction ("modification") of naturally occurring indigenous vegetation associated with the maintenance of existing access tracks, fencelines and firebreaks and the construction of new fencelines and firebreaks.
- (j) Any activity involving disturbance, removal, damage or destruction ("modification") of indigenous vegetation and habitats necessary for the avoidance of imminent danger to human life or property.
- (k) Activities are carried out subject to and in accordance with any specific covenants or other legal agreements entered into with the District Council, or Wellington Regional Council, or Department of Conservation, or QEII Trust.

*Last Amended: 1 July 2014*

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Note: An approval under Part IIIA of the Forests Act 1949 means the harvesting of indigenous timber carried out under an approved sustainable forest management plan or permit that has been approved by the Secretary of Forestry under Part IIIA of the Forests Act 1949 (as amended by the Forests Act Amendment Act 1993).

#### 21.1.7 Wetland Restoration and Enhancement

- (a) Any planting of indigenous wetland species and removal of exotic species (including weed and pest removal) within a wetland.

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#### 21.1.8 Reserves

- (a) The use and development of any Council or crown owned land for reserve purposes, recreational activities and facilities.
- (b) The use and development of any land managed in accordance with an Approved Reserve Management Plan.

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#### 21.1.9 Significant Waterbodies

- (a) Earthworks within 25 metres of any Significant Waterbody listed in Appendix 1.9 for the following purposes:
  - (i) The maintenance of drains, fences, man-made dams, access tracks and roads;
  - (ii) Approaches to culverts.

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#### 21.1.10 Activities on the Surface of Freshwater

- (a) Any activity, excluding motorised commercial recreation, on the surface of any freshwater body (including wetlands, rivers and lakes) which meets the following standard:
  - (i) Structures shall be:
    - (1) Less than 10 square metres in gross floor area; and
    - (2) Located on or above the surface of water for less than two months within a twelve-month period.

Note: Activities on, under or over freshwater may require resource consent from the Wellington Regional Council.

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#### 21.1.11 ~~Glare and~~ Outdoor Artificial Light

- (a) The emission of ~~outdoor artificial~~ light (including glare) meets the following standards:
  - (i) A maximum artificial light level of 8 lux (lumens per square metre) measured at 1.5m above ground level at the site boundary.
  - (ii) Within the Dark Sky Management Area identified within Appendix 15, all outdoor lighting shall have a colour temperature of light emitted of 3000K Kelvin or lower.
  - (iii) Within the Dark Sky Management Area identified within Appendix 15, all outdoor lighting with a light output of 500 lamp

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lumens or greater shall be shielded or tilted so as to not emit any light at or above a horizontal plane measured at the light source.

Exceptions:

- (iv) Lighting controlled by motion-activated switches limiting the duration of illumination to less than five (5) minutes after activation are exempt from complying with standards (ii) and (iii) above.
- (v) Night-time works for the construction, maintenance and upgrading of network utilities and energy generation facilities undertaken by a network utility operator are exempt from complying with standards (ii) and (iii) above.
- (vi) Lighting on existing buildings or structures erected or maintained pursuant to civil aviation or maritime transport legislation are exempt from complying with standards (ii) and (iii) above.
- (vii) Lighting from or mounted to moveable vehicles.

**(b) Outdoor Sports Lighting at Recreation Facilities**

Within the Dark Sky Management Area identified within **Appendix 15**, the emission of light from outdoor sports lighting at Recreational Facilities which meets the following standards:

- (i) All outdoor sports lighting shall have a colour temperature of light emitted of 4000K 5700K Kelvin or lower.
- (ii) Outdoor sports lighting shall be designed to the illumination levels recommended in Australian Standard AS 2560 Guide to sports lighting, all parts. Maximum permitted illumination level is to be that recommended for "Level 3" competition standard. The lighting designs initial levels shall not exceed the recommended average service illuminance level by more than 50% and shall meet the recommended uniformity.
- (iii) Luminous intensity from any light source for any viewing angles at 1.5m height, at a distance of 45m beyond the field shall not exceed 1000 candela.
- (iv) Outdoor sports lighting shall not operate between 10pm and 7am.
- (v) All outdoor sports lighting shall provide the following controls:
  - (1) Automatic curfew controls to ensure the lighting is off between 10pm and 7am.
  - (2) Local control to turn lights on and off.
  - (3) If the lighting has a lighting level for competition, it shall also have a selectable lower lighting level for training.

*Last Amended: 1 July 2014*

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## **7.4 ADOPTION OF THE TEN YEAR PLAN 2021-2031**

### **1. PURPOSE**

This report presents the Ten Year Plan 2021–2031 Te Māhere Ngahurutanga for adoption and a resolution to set rates for the year ending 30 June 2022.

### **2. SIGNIFICANCE**

The matters for decision in this report are part of a decision-making process that will lead to the Council making a decision of high significance within the meaning of the Local Government Act 2002, being the adoption of the Ten Year Plan. A special consultative procedure has been followed.

### **3. BACKGROUND**

The Local Government Act 2002 requires Council to prepare a Ten Year Plan. This is a significant document that sets out the activities, services and investment planned for the Council over the next ten years and how the council is to fund its activities and services. A Ten Year Plan is prepared every three years, with Annual Plans being prepared within the interim years. The purpose of the Ten Year Plan is to:

- a. describe the activities of the local authority;*
- b. describe the community outcomes of the local authority's district or region;*
- c. provide integrated decision-making and co-ordination of the resources of the local authority;*
- d. provide a long-term focus for the decisions and activities of the local authority;*
- e. provide a basis for accountability of the local authority to the community.*

### **4. CONSULTATION AND DELIBERATION PROCESSES**

The Council began the process to prepare the Ten Year Plan in February 2020. Through 2020 and early 2021 the Elected members had many workshops, considering all aspects of the Council's activities and policies. This started with an environmental scan and a review of the Council's vision and community outcomes, and progressively worked through the major issues facing the District and Council, the existing financial and related policies, and the Council activities and funding.

In June 2020 the Council invited the community to identify their ideas for Carterton and what the Council should be doing or investing in, through a "Big of Jar Ideas". This resulted in 715 ideas being submitted. Elected members considered all 715 ideas and that informed the projects and activities in the Draft Ten Year Plan.

Through the series of workshops, that finished with consideration of a draft Ten Year Plan document at a workshop on 17th February 2021, the Council reviewed all parts of the current 2018-2028 Ten Year Plan, Financial Strategy and Infrastructure Strategy.

Under section 93A of the Act the Council prepared and adopted a Consultation Document for the Draft Ten Year Plan. The Consultation Document is the main platform for communication and consultation with the community.

The Ten Year Plan Consultation Document was adopted by Council on 17 March 2021. The Consultation Document and Consultation Draft of the Ten Year Plan were released for consultation on 18 April and consultation closed 19 April.

Submissions were heard on 5 May, and all oral and written submissions were considered at the same meeting. Deliberations were held on 6 May.

The minutes for the meetings record the decisions from Council's deliberation.

## **5. FINAL TEN YEAR PLAN**

The decisions resulting from Council's deliberation, and other changes identified by council staff, and Audit New Zealand, were incorporated into the Draft Ten Year Plan, resulting in the final Ten Year Plan as attached.

The supporting documents and the updated Ten Year Plan were provided to Audit on 31 May so that they could complete their audit. At the time of writing this paper, no significant issues have been raised by Audit.

## **6. DISCUSSION**

### **6.1 Balanced Budget**

It is a requirement of the Local Government Act 2002 that a local authority runs a balanced budget, unless the authority resolves that it is financially prudent to run an unbalanced budget, after considering sections 101(1) and 101(2) of the Act, and the matters stated in section 100(2)(a) to (d) of the Act. These sections are set out below:

*S.101(1) A local authority must manage its revenues, expenses, assets, liabilities, investments, and general financial dealings prudently and in a manner that promotes the current and future interests of the community.*

*S.101(2) A local authority must make adequate and effective provision in its long-term plan and in its annual plan (where applicable) to meet the expenditure needs of the local authority identified in that long-term plan and annual plan.*

*S.100(2) Despite subsection (1), a local authority may set projected operating revenues at a different level from that required by that subsection if the local authority resolves that it is financially prudent to do so, having regard to –*

*(a) the estimated expense of achieving and maintaining the predicted levels of service provision set out in the long-term plan, including the estimated expenses associated with maintaining the service capacity and integrity of assets throughout their useful life; and*

*(b) the projected revenue available to fund the estimated expenses associated with maintaining the service capacity and integrity of assets throughout their useful life; and*

*(c) the equitable allocation of responsibility for funding the provision and maintenance of assets and facilities throughout their useful life; and*

*(d) the funding and financial policies adopted under section 102.*

The policies adopted under section 102 are the revenue and financing policy, the liability management policy, the investment policy, the policy on development contributions or financial contributions, and the policy on the remission and postponement of rates on Maori freehold land.

The Ten Year Plan provides for a balanced budget across the ten-year period. This means over the ten years we have budgeted to match planned revenue and planned expenditure, helping to ensure that today's ratepayers pay for the services and amenities provided to them. Where surpluses are generated this is to cover repayments on loans (as a result of increased borrowing) and to rebuild reserves.

However, the Ten Year Plan budgets do not meet the balanced budget benchmark in years two and three. This is a result of our proposal to reduce the level of general rates increases over the first three years of the plan. Doing this helps to lessen the impact of average rate increases due to asset revaluations and the completion of large wastewater capital works. We plan to recover this reduction in subsequent years of the plan.

We believe this is the fairest way to manage the financial impacts of the revaluations and capital works and is not inconsistent with the Council's financial policies. We also believe this is a prudent way to manage the ten year budget.

## **7. AUDIT OPINION**

Section 94 (1) of the Local Government Act states the Long-Term Plan must contain a report from the Auditor General on:

- a) Whether the plan gives effect to the purposes set out in section 93(6); and
- b) the quality of the information and assumptions underlying the information provided in the plan.

The Ten Year Plan and supporting information have been audited by Audit New Zealand and the Audit Report is included in the plan. John Whittal from Audit New Zealand will be attending the meeting.

## **8. CONSIDERATIONS**

### **8.1 Climate change**

The Ten Year Plan reflects a consideration of climate change: both adapting to its impacts and opportunities for mitigation.

### **8.2 Tāngata whenua**

Officers worked with Hurunui-o-Rangi Marae to identify specific opportunities for Maori to engage on the Draft Ten Year Plan Consultation Document.

### 8.3 Financial impact

Adoption of the Ten Year Plan and costs associated with the engagement process have been included in the current Annual Plan budgets.

The rates resolution enables Council to strike its rates for the 2021/22 year.

### 8.4 Community Engagement requirements

A special consultative procedure has been followed. The adopted Ten Year Plan will be published on the Council's website.

### 8.5 Risks

No specific risks identified.

## 9. RECOMMENDATIONS

That the Council:

1. **Receives** the report.
2. **Notes** the 2021-2031 Ten Year Plan budgets do not meet the Local Government Act balanced budget benchmark in years two and three, and this will be recovered over the remaining years of the Ten Year Plan.
3. **Adopts**, pursuant to Section 95 of the Local Government Act 2002, the 2021-2031 Ten Year Plan Te Māhere Ngahurutanga in Attachment 1, with any changes arising from the audit.
4. **Authorises** the Mayor and Chief Executive to approve any minor amendments that may be necessary following the Audit Report.
5. pursuant to the Local Government (Rating) Act 2002, **set** the following rates, for the period commencing 1 July 2021 and ending 30 June 2022 (all amounts are expressed as being GST inclusive):
  - (a) a General Rate set under section 13(2)(b) Local Government (Rating) Act 2002, on every rating unit on a differential basis as described below:
    - a rate of 0.16673 cents in the dollar of capital value on every rating unit in the Residential category
    - a rate of 0.33345 cents in the dollar of capital value on every rating unit in the Commercial category
    - a rate of 0.13338 cents in the dollar of capital value on every rating unit in the Rural category
  - (b) a Uniform Annual General Charge of \$1,046.32 per rating unit set under section 15(1)(a) Local Government (Rating) Act 2002
  - (c) a targeted Urban Water Rate of \$800.93 set under section 16 Local Government (Rating) Act 2002 on every separately used or inhabited part of a rating unit that has been fitted with a water meter or meters and is connected to the Council's urban water supply system

- (d) a targeted Metered Water Rate of \$1.70 per cubic metre set under section 19(2)(a) Local Government (Rating) Act 2002 for each cubic metre of water supplied, as measured by meter, over 225 cubic metres per year
- (e) a targeted Urban Water Rate of \$400.47 per separately used or inhabited part of a rating unit set under Section 16 Local Government (Rating) Act 2002 for rating units that are not yet connected but are able to be connected to the urban water supply system
- (f) a targeted Sewerage Rate of \$410.92 per separately used or inhabited part of a rating unit set under Section 16 Local Government (Rating) Act 2002 for rating units that are not yet connected but are able to be connected to the Council's urban sewerage reticulation system
- (g) a targeted Sewerage Rate of \$821.85 set under Section 16 Local Government (Rating) Act 2002 for each water closet or urinal after the first in each separately used or inhabited part of a non-residential rating unit connected directly or through a private drain to Council's urban sewerage reticulation system
- (h) a targeted Sewerage Rate of \$821.85 per separately used or inhabited part of a rating unit set under Section 16 Local Government (Rating) Act 2002 for rating units that are connected directly or through a private drain to the Council's urban sewerage reticulation system
- (i) a targeted Stormwater Rate of 0.05683 cents per dollar of land value set under Section 16 Local Government (Rating) Act 2002 on all rating units within the urban area
- (j) a targeted Refuse Collection and Kerbside Recycling Rate of \$125.74 set under Section 16 Local Government (Rating) Act 2002 on every separately used or inhabited part of a rating unit where Council provides the service, or the service is available
- (k) a targeted Regulatory and Planning Services Rate of 0.00517 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on every rating unit in the district
- (l) a targeted Rural Water Race Rate of \$487.50 set under Section 16 Local Government (Rating) Act 2002 per rating unit on land situated in the Carrington and Taratahi Water Race System Classified Areas
- (m) a targeted Rural Water Race Rate set under Section 16 Local Government (Rating) Act 2002, calculated on land area on rating units within the Carrington and Taratahi Water Race System Classified Areas as follows:
  - Class A      \$57.28413 per hectare
  - Class B      \$13.16190 per hectare
  - Class C      \$341.81879 per hectare

where classes are defined in the Funding Impact Statement of the Ten Year Plan Te Māhere Ngahurutanga 2021–2031

- (n) a targeted Waingawa Sewerage Rate of \$257.50 set under Section 16 Local Government (Rating) Act 2002 on every separately used or inhabited part of a rating unit that is connected to the Waingawa Sewerage Service
  - (o) a targeted Waingawa Sewerage Rate of 0.324693 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on all commercial and industrial properties connected or able to be connected to the Waingawa Sewerage Service
  - (p) A targeted Waingawa Sewerage Rate of 0.16235 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on all residential properties connected or able to be connected to the Waingawa Sewerage Service
  - (q) A targeted Waingawa Water Rate of \$195.28 per separately used or inhabited part of a rating unit set under Section 16 Local Government (Rating) Act 2002 on all rating units that are connected to the Waingawa reticulated water service
  - (r) A targeted metered Waingawa Water Rate of \$2.73 per cubic metre set under Section 19(2)(a) Local Government (Rating) Act 2002, as measured by meter, for all water supplied to each rating unit which has been fitted with a meter or meters and is connected to the Waingawa reticulated water service.
6. **agree** that all rates (except Metered Water Rates) will be payable in four instalments with due dates of:
- 20 August 2021
  - 22 November 2021
  - 21 February 2022
  - 20 May 2022
7. **agree** that Metered Water Rates will be payable in accordance with the following table:
- | Meters read in | Due date         |
|----------------|------------------|
| June 2021      | 20 August 2021   |
| September 2021 | 22 November 2021 |
| January 2022   | 21 March 2022    |
| March 2022     | 20 May 2022      |
8. **agree** that, in accordance with sections 57 and 58(1)(a) of the Local Government (Rating) Act 2002, a 10 percent penalty will be added to any portion of the current instalment for rates other than Metered Water Rates that remains unpaid after the date shown in the table below:



Instalment	Due date for payment	Penalty date
1	20 August 2021	23 August 2021
2	22 November 2021	23 November 2021
3	21 February 2022	22 February 2022
4	20 May 2022	23 May 2022

9. **agree** that, in accordance with sections 57 and 58(1)(a) of the Local Government (Rating) Act 2002, a penalty of 10 percent will be added to the amount of an invoice for Metered Water Rates remaining unpaid after the due dates stated above. The penalty will be added as set out below:

Meters read in	Penalty date
June 2021	31 August 2021
September 2021	30 November 2021
January 2022	31 March 2022
March 2022	31 May 2022

10. **agree** that, in accordance with sections 57 and 58(1)(b) of the Local Government (Rating) Act 2002, an additional penalty will be added on 8 July 2021 to any rates unpaid from previous years as at 7 July 2021.

**File Number:** 127849

**Author:** Kelly Vatselias, Corporate Services Manager

**Attachments:** 1. Ten Year Plan 2021-2031 [↓](#)



# Ten-Year Plan

## Te Māhere Ngahurutanga

### 2021–2031



# Carterton District



**A welcoming and vibrant community  
where we all enjoy living**

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## Senior executives

### Chief Executive

Vacant

### People and Wellbeing Manager

Geri Brooking

### Corporate Services Manager

Kelly Vatselias

### Infrastructure and Services and Regulatory and Planning Manager

Dave Gittings

### Community Services and Facilities Manager

Glenda Seville

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### Auditors

John Whittal  
Audit New Zealand  
on behalf of the Auditor-General

### Solicitors

Mark Hinton  
WCM Legal

### Bankers

Sean O'Connor  
Bank of New Zealand







## Message from the Mayor

*Nāku te rourou*

*With our basket of resources*

*Nāhau te rourou*

*Combined with yours*

*Ka ora ai te iwi.*

*Together, we shall prosper.*

*Tihei mauriora!*

*We breathe with life!*

We have prepared this Ten Year Plan in the middle of a global pandemic. Ordinarily this would be expected to be difficult for the Council. However, COVID-19 has shown the strength of the Carterton community and our collective resilience in the face of big challenges. We're still experiencing significant population growth and development pressures. This has continued the trend of the past few years and reflects in part the attractiveness of our District to other Kiwis looking for lifestyles and opportunities Carterton district offers. I believe COVID-19 has also contributed to this growth. The option to "work from home" for many people with jobs in Wellington city has opened up opportunities for individuals and families to make the move to Wairarapa. While the pandemic has affected Wairarapa less than some other parts of the country I do need to acknowledge that for some of our residents and businesses there have been negative impacts.

COVID-19 has given me, and the other Council elected members the opportunity to reflect on our role within the Carterton community and how through our decision-making we can contribute to improving the wellbeing of all our residents and businesses. We've spent the last year reviewing our vision, thinking about our activities, projects, and programmes, and discussing how we fund them and how rates are allocated across properties in the District. The result of all that work is this Ten Year Plan.

This Ten Year Plan sets out our vision for the future of Carterton and the outcomes we want to achieve. Managing population and business growth, responding to the impacts of climate change, continuing to renew our infrastructure, and rejuvenating the town centre are all captured in the activities, projects, and programmes in the plan.

For our core infrastructure we're sticking with our previous plans – finalising the wastewater treatment plant upgrade, identifying, and constructing an additional water supply, and replacing our water and wastewater pipe infrastructure as it comes to the end of its useful life. We're also investing in new infrastructure to support the growth of the town. The plan is to open up land to the east of the town for new residential and light industrial development and this Ten Year Plan sets out how that new infrastructure will be put in place to support that development.

We started talking to the Carterton community in June 2020 to find out what everyone wants the Council to focus on and any new projects the Council should be doing. We sought views from urban residents, rural residents, members of Hurunui-o-Rangi marae, community groups rangatahi, tamariki and our older residents. 715 ideas were given to us in Carterton's "Big Jar of Ideas".

Using many of these ideas, as well as our own, we then developed a draft plan earlier this year and consulted with our community from 18 March to 19 April. This provided an opportunity to discuss the key issues we face now and, in the future, and how we should manage them, and which projects we should progress. It provided our community a chance to help set the future direction of our district, by sharing your thoughts with us.

We received more than 200 submissions and heard directly from a number of individuals and groups of submitters. Many of these submissions related to the key items outlined in our consultation document:

- Town centre car parking
- Five Towns Trail Project
- Town Centre Redevelopment

As a result of submissions, and council deliberations, our plan proceeds with these projects. Adding our preferred options for each of these activities to our core activities results in an average rate increase of 5.65%, or \$160 in the 2021/2022 year.

Worth noting is that local government in New Zealand is in a state of change, although exactly what that change looks like we don't currently know. There are three main "workstreams" currently underway: 3 waters reform, a reform of the Resource Management Act and a general review of local government.

The Government is reforming the delivery of wastewater services, drinking water supply and stormwater. The Government is considering establishing new waters entities to take

over the ownership of Councils' waters assets and operate those services. Our Council agreed to participate in the initial stage of this reform programme, and received funding for water infrastructure spending in 2020/21. This is likely to have a significant impact on councils; especially small councils like us. For the purposes of this Ten Year Plan we have assumed none of these changes will happen. However we expect the Government to announce the new arrangements in the latter part of the 2021 calendar year and we will be engaging with Carterton community on whether or not our waters services should transfer. By that time we'll have plenty of information about the costs and other consequences of such a change. More information on these 'workstreams' can be found on the Department of Internal Affairs website <https://www.dia.govt.nz/>.

The review of the Resource Management Act is expected to result in new planning and climate change legislation to replace the current Act. This is likely to have consequences for the District Plan and how we carry out our statutory planning functions. Again, we're likely to know more about these changes in the second half of the 2021 calendar year. We've not made any provisions in this Ten Year Plan for changes as we don't know for certain what the changes will be.

The more general review of the purpose of local government partly reflects the waters and Resource Management Act reforms. Councils may be required to pick up new functions and responsibilities. We will be keeping a close watch on the Government's work, influencing when we can and bringing ideas back to Carterton residents as we can. Again, no provision in this Ten Year Plan has been made for any possible future changes.

It was great for me and the Council elected members to be out in the community during the consultation period. We acknowledge and value the work that went into the submissions, they were essential and helped influence our Ten-year plan.



Mayor Greg Lang



# Introduction



## Navigating the Ten Year Plan Te Māhere Ngahurutanga

This guide is aimed at making it easier for readers to navigate this document and understand how each section relates to the other.

### Introduction

The introduction explains what a Ten Year Plan (or ‘the Plan’) is and why we produce one. It summarises what the Council wants to achieve over the life of the Plan.

### Community outcomes

This section outlines what is important to the community by way of ‘community outcomes’. ‘Community outcomes’ are the outcomes, or results, that a local authority aims to achieve in order to promote the social, economic, environmental, and cultural well-being of its district or region, in the present and for the future. It explains how the Council will contribute to furthering these outcomes and who else may contribute.

### Council activities and services

This section provides an explanation of the groups of activities and services that the Council will provide and the reasons for doing so. It also includes a discussion on the strategic direction relating to each group of activities, how much it will cost, and how it will be funded.

### Financial Strategy and Infrastructure Strategy

The financial strategy explains how the Council will manage its finances over the next ten years. It sets out the general approach and principles to be followed, and it provides a guide against which proposals for funding and expenditure can be assessed.

The infrastructure strategy outlines the key land transport, sewerage, stormwater, and water supply infrastructural issues that the council faces over the next 30 years. It helps

the Council consult and make decisions on its infrastructure investment during the period of the ten year plan and beyond. It is discussed in the “Key planning documents” section.

### Forecast financial information

This section provides details of the overall financial picture over the term of the Ten Year Plan, and assumptions used.

### Audit opinion

Lastly, the Ten Year Plan includes a copy of the audit report. It sets out the opinion of the auditor whether the plan provides a reasonable basis for long-term, integrated decision-making and co-ordination of the Council’s resources, and for accountability of the Council to the community, and whether the information and assumptions underlying the forecast information in the plan are reasonable.

The opinion does not provide assurance that the forecasts in the plan will be achieved. It does not guarantee complete accuracy of the information in the plan. Nor does it express an opinion on the merits of the plan’s policy content.

### Appendices

Appendix A contains the policies that particularly relate to the development of the Ten Year Plan. These policies provide the rules and guide decision-making on how the Council operates:

- Revenue and financing policy
- Investment policy
- Liability management policy
- Development contributions or financial contributions policy
- Remission of rates policy
- Postponement of rates policy
- Remission and postponement of rates on Māori freehold land policy

- Significance and engagement policy.

Appendix B provides a schedule of the 2021-22 fees and charges.

Appendix C includes the full Infrastructure Strategy for 2021-51.

## What is the Ten Year Plan?

The Local Government Act 2002 (the Act) requires each local authority to adopt a long-term plan.

The Ten Year Plan is the Council's key planning document and one of its purposes is to enhance transparency and accountability to the Carterton community. The plan sets out the Council's priorities, programmes and projects for the next ten years and shows how the activities will contribute to improving the community's well-being and achieve progress towards the community outcomes.

This document is also the annual plan for the 2021/22 financial year. This Plan replaces the 2018–2028 Long Term Plan, which was produced in 2018.

## Understanding the community's needs and priorities

In mid-2020 councillors invited the community to tell them their ideas for Carterton – through a “Jar of Big Ideas” campaign. The community responded with more than 700 ideas submitted. Councillors considered each idea and that informed their plans for the

Council over the next ten years. Councillors also considered the costs of delivering activities – core services, existing programmes and projects, and the new ideas, and the impact of these on ratepayers. The result of all that work was the draft Ten Year Plan and the consultation document, released in March.

The Consultation Document included three items that the Council specifically sought feedback on. These were:

1. Town centre carparking - creating more parking for the Carterton Events Centre and relocation of the existing Operations Yard to Daleton Farm
2. Five Towns Trail Project – a partnership project with neighbouring councils to create more opportunities for walking and cycling
3. Town Centre Redevelopment- a revamp of the Carterton town centre.

Over 200 submissions on the Consultation Document and Draft Ten Year Plan were received, and we heard directly from a number of individuals and groups of submitters during Ten Year Plan hearings.

As a result of submissions, and council deliberations, our plan proceeds with the three projects above, as well as the other projects included in the Consultation Document and Draft Ten Year Plan. Council will also be continuing with existing programmes and projects and maintaining current levels of service, which has been incorporated in the Ten Year Plan.



# Community outcomes

## Community outcomes

‘Community outcomes’ are the outcomes, or results, that a local authority aims to achieve in order to promote the social, economic, environmental, and cultural well-being of its district or region, in the present and for the future.

Each group of activities carried out by the Council contributes in some way to one or more of the community outcomes and this Ten Year Plan outlines specifically how the Council intends to contribute to the outcomes over the 2021–2031 period.

### **How the community outcomes were identified**

As part of the development of the Consultation Document for the 2021–2031 Ten Year Plan, the Council reviewed its existing vision and community outcomes to confirm whether they were still relevant to the community.

Councillors also spoke with, and listened to, the community about what was important to them, and what they would like to see the Council working towards.

The vision was refined, and the community outcomes amended to better reflect the four well-beings, the impacts of the COVID-19 pandemic, and the effects of climate change.

The revised vision and community outcomes are shown on the next page.



## **How we will work with others to further outcomes**

Currently many of the day-to-day activities of the Council, community organisations, and government agencies contribute to furthering the community outcomes.

Carterton is blessed with a large range of community and volunteer organisations working to enhance the District's social, economic environmental, and cultural well-being. The Council will continue to work with these organisations towards the achievement of the community outcomes.

In particular, the Council has an important relationship with Hurunui o Rangi Marae, who are represented at meetings of the Council, and some committees, advisory groups, and workshops. They provide valuable input and perspective for Māori well-being and for the wider community. Council is looking to broaden their engagement with other mana whenua entities.

## **Community well-being**

Council has responsibilities under the Local Government Act to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. Council has grouped Community Outcomes to its relevant area of community wellbeing (table below).

## **How we will report on progress**

The annual report will report on activities that have contributed to the achievement of community outcomes. Council intends to develop a new community outcomes and wellbeing reporting framework in 2021 and will use this to measure progress.



## Vision

**A welcoming and vibrant community where we all enjoy living**

### Community outcomes

The following community outcomes relate to social well-being:

- A strong and effective council providing trusted leadership.
- A caring community that is safe, healthy, and connected.
- An empowered community that participates in Council and community-based decision making.
- Awesome public facilities, spaces, and parks.

The following community outcomes relate to environmental well-being:

- Safe and resilient water supply, wastewater, and stormwater systems.
- Healthy, sustainable waterways.
- An environmentally responsible community committed to reducing our carbon footprint and adapting to the impacts of climate change.

- A resilient community capable of responding and recovering from environmental shocks.

The following community outcomes relate to economic well-being:

- Quality fit for purpose infrastructure and services that are cost-effective and meet future needs.
- A vibrant and prosperous business and primary sector investing in, and supported by, the community.
- A community that is productively engaged in employment, education, and community service.

The following community outcomes relate to cultural well-being:

- Te Āo Māori/Māori aspirations and partnerships are valued and supported.
- A community that embraces and encourages our cultural diversity and heritage.
- A community that fosters and promotes our quirkiness and creativity.

## How Council activities relate to the community outcomes and community wellbeing

Council's groups of activities contribute to the community outcomes. The table below summarises the most significant relationships.

Council group of activities	Community outcomes			
	Social Well-being	Environmental Well-being	Economic Well-being	Cultural Well-being
Governance	X	X	X	X
Community Support	X	X	X	X
Regulatory and Planning	X	X	X	X
Transportation	X	X	X	
Wastewater	X	X	X	
Stormwater Drainage		X	X	
Waste Management	X	X	X	
Water Supply	X	X	X	

## Other key planning documents and commitments

### Annual plan

The Council will produce an annual plan for each of the two years between revisions of the Ten Year Plan. The next annual plan will be produced for the 2022/23 year. Annual plans are less detailed than the Ten Year Plan and set out the proposed annual budget and funding requirements for the year. The annual plan identifies for that year any variations from the Ten Year Plan and provides an opportunity for the public to participate in decision-making processes about the costs and funding of activities to be undertaken by the Council.

### Annual report

Each year the Council is required to produce an annual report to report to the community on the Council's actual performance against the relevant annual plan or Ten Year Plan.

### Wairarapa Combined District Plan

The District Plan provides the regulatory process for implementing the Resource Management Act. The policies in the District Plan are to ensure sustainable management of the natural and built environment, including appropriate use of the Council's infrastructure services.

The Carterton, Masterton, and South Wairarapa District Councils have a combined District Plan so that consistent policies and methods will be used to address significant resource management and cross-boundary issues. This plan is currently being reviewed, and will also impact the eastern growth development.

### Asset management plans

Asset management plans set out how the Council will manage its assets in the longer term. They are live key documents that the Council uses to assess and plan for core activities, such as water, sewerage, stormwater, and roading. They contain details about costs, maintenance, levels of service, demand for and capacity of particular assets. A brief overview of the information contained in the asset management plans is contained within the group of activities section.

### Infrastructure strategy 2021–2051

Over half of the Council's operating expenditure and most of its capital expenditure is on its network infrastructure—roads, bridges and footpaths, wastewater, water supply, and stormwater—which are essential for the health, safety, and land transport needs of the district, and have a significant impact on the physical environment.

Getting the right infrastructure spending is important. This is why we have an infrastructure strategy that considers the significant issues for our infrastructure over the next 30 years, and how we will address them. The key issues are:

- demand for services with population growth
- the impact of climate change and more extreme weather events
- the risks to and resilience of our infrastructure assets
- the response to changing regulatory requirements.

Our Infrastructure Strategy is in Appendix C. This is our second infrastructure strategy. The first was three years ago, and much has happened since then.

The Urban Growth Strategy will help us identify the key issues arising from population growth. Our water supply, sewerage, and stormwater infrastructure are predominantly located in the Carterton urban area with smaller reticulated utilities servicing the Waingawa industrial area. The forecast population increase will have implications for this infrastructure, with the urban growth strategy helping us to plan where and how to accommodate the anticipated growth, whether our infrastructure has sufficient capacity to cope with the forecast urban growth, and whether our community facilities can provide for all our needs. Future expansion of the urban area will be to the north-east, and it will require new wastewater mains on the eastern side of town.

We have data about the location, age, type, materials, and size etc of the asset components, their replacement cost, and which are the most critical. But the majority of these services are underground, particularly the reticulation for wastewater and water, information about the condition of some these mains can be limited but data gathering is an ongoing process to

improve our knowledge base. We have renewal strategies and policies, and we continue to improve our management systems and processes.

Specific considerations included in the Infrastructure strategy are summarised as follows:

#### *Sewerage*

There has been considerable progress around the treatment and disposal of sewage at our Daleton Farm facility. We now have a 35-year resource consent to further improve our treatment and disposal. The capital programme will significantly reduce the discharge of treated effluent to waterways. These developments are discussed further in the Sewerage section below. The long-term vision is to remove discharges into waterways completely.

#### *Drinking water*

The urban water supply will be the next significant challenge. An application has been lodged to renew the Council's resource consent to take water from the Kaipaitangata Stream for the urban water supply. Under a new consent, it is likely that the water take allowed from this surface catchment source will be reduced, and we will need to supplement the supply from an alternative source and reduce demand for water.

At present we use bores from aquifers below Lincoln/Frederick Street, and these should be adequate for the next ten years. A water conservation strategy is being developed that will include incentives, education, regulation, demand management, and operational means to reduce consumption and reduce water loss. This strategy is also a response to the likely impacts of climate change and to the sustainable development and management requirements underpinning New Zealand's freshwater legislation and policy.

In this next ten-year period we will investigate an additional source for the urban water supply, and have it operational by 2028. We will also address key risks by increasing the storage capacity.

#### *Stormwater*

Most of the Carterton township does not have, and does not need, a reticulated stormwater - network. Instead, most properties are adequately served by drainage to soak-pits. The reticulated network of pipes and open drains discharging to waterways will require a new discharge consent. The first stage monitoring consent (5-year term) is being developed under the regional council's Proposed Natural Resources Plan. Funding has been set aside to

improve the treatment of stormwater before discharge in anticipation following the monitoring consent.

#### *Roading*

Roading is the biggest spend of our infrastructure networks. It is also vital for our economic and social well-being. Our roads are generally in good condition and compare well against the newly introduced national standards.

However, some specific routes will require attention. Over the next ten years, a significant volume of forestry is expected to be harvested, and this will place extra demand on some rural roads, impacting on the required maintenance and renewal programme. Better information about when and where the harvest is planned, and the routes that will be used to transport the logs, will allow us to optimise our maintenance plans.

At the same time, vehicle loading limits have increased, with most new vehicles are being built to this higher '50Max' standard. To maintain current levels of services on the routes used by these larger vehicles will require more maintenance in the short-term, increased rehabilitation, and bridge strengthening.

#### *Asset management*

The infrastructure strategy also identifies areas of improvement for our asset management processes and systems, and the quality of the information we use to manage the assets. There are no significant issues. The strategy itself and the associated asset management plans are being continually improved.

A developing understanding of asset condition across our entire infrastructure will better inform the forecasting and timing of asset renewals. We have invested in enhanced asset management systems to record the asset condition information and the maintenance work, and to help forecast our maintenance and capital work requirements.

A copy of the Infrastructure Strategy is attached as appendix C.

## **Climate change commitments**

## Local Government Leaders' Climate Change Declaration

Carterton District Council understands the risks related to climate change and has been taking actions to mitigate (reduce greenhouse gas emissions) and adapt to the impact of climate change:

- 2015 and 2017: CDC's mayor signed the New Zealand Local Government Leaders' Climate Change Declaration
- 2019: Appointment of a Climate Change Advisor
- 2020: Adoption of the Ruamāhanga (carbon reduction) Strategy

## New Zealand Local Government Leaders' Climate Change Declaration

By signing this declaration, Carterton District Council committed to:

- develop and implement ambitious action plans to reduce greenhouse gas emissions and support resilience in the council and community by:
  - o promote walking, cycling, public transport and other low carbon transport options.
  - o work to improve the resource efficiency and health of homes, businesses, and infrastructure in our district.
  - o support the use of renewable energy and uptake of electric vehicles.
- work with our communities to understand, prepare for, and respond to the physical impacts of climate change.
- work with central government to deliver on national emission reduction targets and support resilience in our communities.

## Ruamāhanga (carbon reduction) Strategy

By adopting the Ruamāhanga Strategy, Carterton District Council committed into:

- reducing its gross emissions,

- increasing the amount of greenhouse gas sequestered,
- reducing its biogenic methane emissions by 10% below 2017 levels, in 2030.

To achieve these objectives, an action plan was developed. It mainly focuses on reducing the corporate emissions (Council's activities, transportation, energy, 3-waters, waste, carbon sequestration, communication) but also has actions to help the community reducing its emissions (transportation, housing, love local, carbon sequestration, communication). The Council works collaboratively with other Territorial Authorities to gain efficiency in its actions (e.g., representation in the Wellington Region Climate Change Working Group, formation of a Wairarapa Climate Caucus to have a stronger and united voice in Wellington Region).

All actions are monitored as well as our emissions to make sure the actions are efficient. The Ruamāhanga Strategy is a living document and is reviewed regularly to make sure the action plan is always relevant and efficient.

Carterton District Council is on track in its climate change mitigation journey. The Council will keep reducing its emissions and keep implementing the actions from the Ruamāhanga Strategy.

## Climate Change Advisor

A permanent Advisor is on staff. The Advisor's main task is to support elected members and staff members in their climate change mitigation journey.

## Local Government Leaders' Water Declaration

In 2017 our Mayor, along with most other Chairs and Mayors, signed a declaration on protecting our freshwater resources and the health of freshwater ecosystems. They committed to plentiful, clean, and safe water for generations to come by:

- continuing to make water a key priority
- working with the community to improve our freshwater
- providing information on the state of our freshwater
- being clear about the costs of improving our water

- calling on central government to work with local government on freshwater policies, standards, water quality, and water management.

We are addressing these commitments through the management of our water supply, wastewater, and stormwater services.

## Reserve management plan

A Reserve Management Plan provides a framework for the day-to-day management of reserves within the district and puts in place a process to develop reserve assets where appropriate. We have reviewed the current plan and have completed a draft Reserves Management Plan in 2020 for Carterton, including completing consultation with the Community.

## Wairarapa Economic Development Strategy and Action Plan

The Council adopted the Wairarapa Economic Development Strategy and Action Plan in 2018, alongside the other Wairarapa councils. The Strategy outlines three areas of focus for economic development in Wairarapa: sectors (tourism and visitors, value-added food, and beverage and knowledge intensive industries), people (housing, knowledge and skills and business development) and infrastructure (rail, air travel and water). Delivering the actions from the strategy is done in partnership with Central Government, WellingtonNZ and the private sector.

## Tourism Strategy

The Wairarapa Tourism Strategy supports the New Zealand Tourism Strategy and sets out roles and responsibilities of Destination Wairarapa, the regional tourism organisation, the district councils, and tourism operators.

The strategy includes plans for developing and marketing the region's tourism products, and goals for enhancing tourism infrastructure. Some of the national goals and strategies from the New Zealand Tourism Strategy have been adapted for Wairarapa. The Strategy will be further developed as a Destination Management Plan, under the Government's Strategic Tourism Assets Protection Programme in 2021.

## Waste Management and Minimisation Plan 2017–2023

Under the Waste Minimisation Act 2008 councils must have in place a Waste Management and Minimisation Plan. The councils of the Wellington region have jointly prepared and adopted a Waste Management and Minimisation Plan. In doing so, the councils recognised that they do not control much of the waste stream in the region, since large volumes of waste are produced and managed by the commercial sector. The three Wairarapa Councils have also developed, alongside other councils in the Wellington Region, a waste bylaw to help manage waste.

The primary goal of the Waste Management and Minimisation Plan is to reduce the total quantity of waste sent to landfill by one-third by 2026, by undertaking joint regional actions and aligned individual council actions. These include communications and education to inspire households and communities, developing a resource recovery network, consistent by-laws, and research on various waste management issues.

## Other

In addition, there are a large number of Acts, regulations, and central government-initiated strategies that influence how the Council conducts its business and require compliance. A few examples of these are:

- Building Act 2004
- Health Act 1956
- Local Government Acts 1974 and 2002
- Local Government Official Information and Meetings Act 1987
- Public Works Act 1981
- Reserves Act 1977
- Resource Management Act 1991
- Waste Minimisation Act 2008
- Climate Change Response Act 2002
- COVID-19 Response Act 2020
- Biodiversity Strategy
- National Land Transport Programme.

## Risk management

Risk management processes aim to be generally consistent with the intentions of AS/NZS 4360:2004 Risk Management Standard, at a scale appropriate to the asset.



In this context, Carterton's risk management process identifies the potential risk, the likelihood of that risk, the context, and the current levels of mitigation. These provide an overall risk evaluation. Risk management is reviewed on a minimum quarterly basis throughout the organisation and reported to the Council's Audit and Risk Committee.

## Assessment of water and sanitary services

Under the Local Government Act 2002 councils must from time to time assess the provision of the water supply services, the wastewater and stormwater services, and the sanitary services in its district.

The Carterton District Council last completed its water and sanitary services assessment in 2005. The assessment was included in the Council's 2009–2019 Long-Term Council Community Plan (LTCCP) and is available from the Council office or on its website.<sup>1</sup>

The water and sanitary services assessment requires review. The review should work alongside the outcomes of Central Government's three waters review. A scope of works has been prepared and the review will be completed in 2021. The reviewed water and sanitary services assessment will be used to inform the next Ten Year Plan in 2024-34.

## Relationships with Māori

The Carterton District Council recognises the Declaration of Independence of New Zealand (1835) as the founding document of Aotearoa. Council further recognises the Treaty of Waitangi (1840) as creating an enduring partnership between Māori and the Crown.

Through legislation, the Council is devolved powers from the Crown for the whole community. Relevant legislation includes, amongst others, the Resource Management Act, the Local Government Act, the Heritage New Zealand Pouhere Taonga Act, and the Reserves Act.

The mana whenua status of Hurunui o Rangi Marae with Carterton District Council has been acknowledged since the inception of the Council. The Council acknowledges Hurunui o Rangi Marae as a mana whenua entity within its district and values the role of the Marae and associated hapū and whānau in the social and cultural fabric of our community. The Council also acknowledges there are other hapū in the District and Council will continue to develop meaningful relationships with these groups as the opportunity arises.

The Marae and the Council wish to build on this developing relationship for the good of our communities, through respectful engagement, and taking note of our respective aspirations and capacity. It is through this evolving relationship that the Council can give effect to its statutory responsibilities, to provide opportunities and build capacity for Māori to contribute to Council decision-making, and for Council to contribute to Māori well-being as part of the outcomes sought for the broader community, in the present and for the future.

We have begun working together on a range of initiatives. Hurunui o Rangi Marae is now represented at meetings of the Council, the Policy and Strategy Committee, the Infrastructure and Services Committee, the Audit and Risk Committee and Council's advisory groups and workshops. Members have full voting rights, except on the Council which is not allowed under the Local Government Act.

In the near future, there will be post Treaty-settlement activity that will involve the Council and mana whenua, including new governance arrangement and bodies.

The Deed of Settlement between Rangitāne o Wairarapa and Rangitāne o Tamaki nui-ā-Rua and the Crown has been given legislative effect. The settlement between Ngāti Kahungunu ki Wairarapa Tāmaki Nui-ā-Rua and the Crown is expected to be finalised soon.

Both agreements include the establishment of the Wairarapa Moana Statutory Board. The Board will have a committee for natural resources, of which the Carterton District Council will be a member.

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<sup>1</sup> [www.cdc.govt.nz](http://www.cdc.govt.nz)

The Council looks forward to establishing long-lasting and respectful relationships with these mana whenua, and to working together under the new governance arrangements.

### Three Waters Review

In November 2018, Cabinet agreed the Government would embark on comprehensive reforms to the three waters system, prioritising regulatory reform before considering changes to service delivery arrangements. The water services regulator (Taumata Arowai) has already been established and the draft Water Services Bill is anticipated to be introduced in the second half of 2021. Government has signalled that the Water Service Bill will command a higher degree of monitoring and reporting requirements to be undertaken by local authorities along with greater penalties for those not meeting the regulated standards.

Although more monitoring and reporting may place a greater degree of costs to the Local Authority the greater potential impact on local government is the next steps in the reform programme. The favoured option is to introduce an aggregated system of dedicated, publicly-owned, drinking water and wastewater providers. Government has indicated that its starting intention is public, multi-regional models for water service delivery to realise the benefits of scale for communities and reflect neighbouring catchments and communities of interest. The Minister has stated her desire to have no more than seven regional bodies that would undertake this work.

Local government ownership and management of three waters services has been a common historical approach to the delivery of three water services in New Zealand as well as many similar countries. However, as regulatory requirements have become tougher, and community expectations have increased, the capacity and capability shortcomings of a system that has many small local government providers has become apparent to other Governments. This has led to changes in countries like Scotland, England, Ireland, and Australia to reform their service delivery arrangements for three waters.

It is the Minister's intent is to introduce one of those models, or similar, into New Zealand.

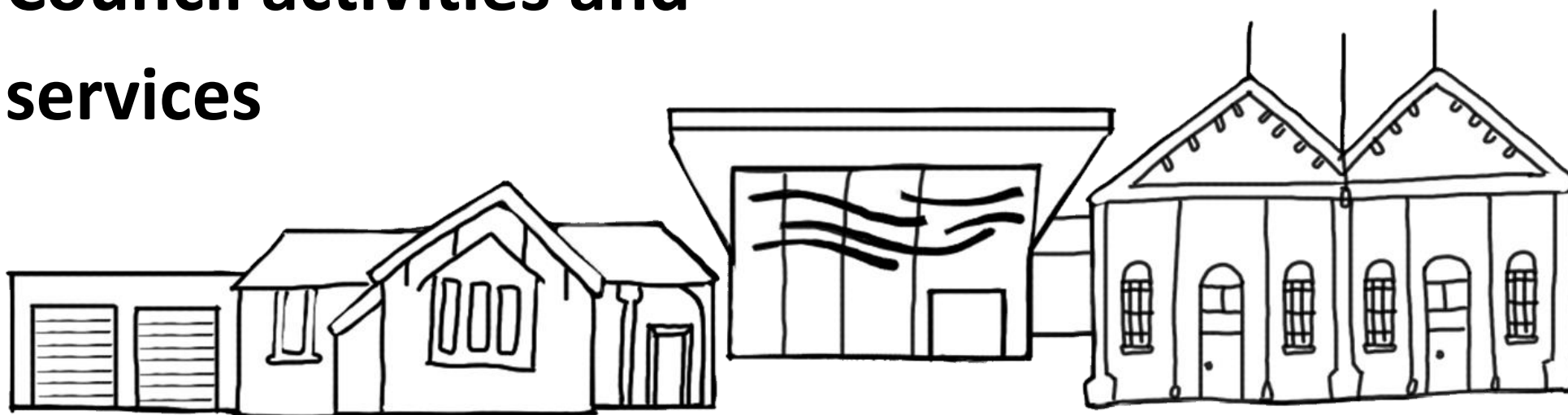
The potential outcome of centralising three water delivery may have a profound effect on Councils and what their core roles may be and may be the greatest change to local government since the 1989 local government reform. The outcome of this review is unknown however, Councils throughout New Zealand will have some major decisions to make in 2021. For the purposes of this plan we have assumed no changes to the delivery of waters services. This will be changed as necessary as decisions are made and the changes confirmed over coming years.



More information on these 'workstreams' can be found on the Department of Internal Affairs website.



# Council activities and services



## Groups of activities

Information on Council activities and services is provided in the following eight groups:

- Governance
- Community Support
- Regulatory and Planning
- Transportation
- Wastewater
- Stormwater drainage
- Waste management
- Water supply

In each group of activities, you will find the following information where applicable:

### **What the group includes and the related community outcomes**

These sections explain what we do and why we do it, and any legislation that is applicable to the group of activities. Some groups of activities include sub-activities.

This section also advises what community outcomes are primarily applicable to the group of activities and how the group of activities contributes to fulfilling the community outcome.

### **Strategic direction—future demand and sustainability**

This section explains the strategic direction for the group of activities over the life of the plan and explains future anticipated demands on the group of activities and their impact on sustainability.

### **What we will deliver over the next ten years**

This section explains the current level of service delivered to residents and ratepayers of the district in receipt of that service and how the service contributes to fulfilment of the community outcomes.

### **Key projects**

Council intends to proceed with these key projects.

### **How we will measure what we deliver**

Explains how council will monitor the group of activities to ensure it is delivering the service sought by the community.

### **Assets and asset valuations**

These sections advise what assets are applicable to the group of activities, and their value if available.

### **Renewal and capital plans**

Details renewal and capital work to be completed over ten-year life of the Plan.

### **How the group of activities is funded**

Explains how the maintenance, renewals, and capital works will be paid for.

### **Key assumptions and uncertainties**

Explains any assumption or uncertainties that were applicable at the time of preparation.

### **Significant negative effects and risks**

Explains the possible risks and negative effects that the group of activities could have on community outcomes.

### **Prospective financial statements**

These statements tell you how much the forecast operating, and capital costs are for the group of activities. The statements include inflation.

## Governance Group

This group of activities includes the following services and programmes:

- Administering Council and committees and other democratic processes e.g. Local Body Elections.
- Public communication, consultation, and information.
- Effective leadership and decision-making.
- Future planning and development.
- Advocacy.

The Council's continued involvement in the Governance group of activities is contained in:

- Local Government Act 2002, which provides the Council with the power of general competence to undertake any business or activity given certain provisos.
- Electoral Act 2001.
- Local Government Official Information and Meetings Act 1987.

The Local Government Act 2002 (and its subsequent amendments) sets out the purpose and functions of local authorities.

*The purpose of local government is—*

*(a)*

*to enable democratic local decision-making and action by, and on behalf of, communities; and*

*(b)*

*to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.*

Council meets its legal requirements and commitment to community outcomes and well-beings by:

- conducting Council business in an open, transparent, and democratically accountable manner.
- through democratic decision-making at a local level.

- by partnering with mana whenua.
- by managing the Council's expenditure prudently.
- by reporting progress against outcomes.
- by encouraging participation within the district.
- by managing risks well.
- by providing strong advocacy for Carterton district within local government, and to central government and other agencies.
- by identifying needs in the community and gaps in services and outcomes
- through shared services.

### Strategic direction—future demand and sustainability

There are a number of strategic issues that need to be addressed by the Council. These are discussed in the relevant group of activities on the following pages. However, there are a few significant issues that relate to governance.

### Working with our neighbouring councils

Carterton District Council continues to look for opportunities for sharing services with Masterton and South Wairarapa District Councils and with Greater Wellington Regional Council. We already have one combined district plan, and a common waste management contract. In roading, we have one contractor across the Carterton and South Wairarapa councils, and we manage the roading networks as an integrated network. We are working towards an integrated building consenting activity across the three Councils. We operate a single library service with South Wairarapa District Council. Many of our computer systems are common and we have several shared positions promoting environmental and social wellbeing outcomes. One example included in the Ten Year Plan is the Five Towns Trail Project – a partnership project with neighbouring councils to create more opportunities for walking and cycling. The search for further opportunities will continue over the life of the Ten Year Plan.

### Mana whenua engagement

The Carterton District Council recognises the importance of the Treaty of Waitangi as the founding document of Aotearoa New Zealand, which created a partnership between iwi and the Crown. It has also acknowledged the mana whenua status of Hurunui o Rangi Marae

within its district and values the role of the Marae and associated hapū and whānau in the social and cultural fabric of our community.

Hurunui o Rangi Marae is now represented at meetings of the Council, the Policy and Strategy Committee, the Infrastructure and Services Committee, the Audit and Risk Committee and Council's advisory groups and workshops. Members have full voting rights, except on the Council which is not allowed under the Local Government Act.

The Marae and the Council have begun working together on a range of initiatives. These include project funding to tell the stories of Māori of Taratahi. Councillors and the management team have also made a commitment to improve their understanding and use of te reo and tikanga in all Council activities.

### Urban growth

The Council is taking a proactive approach to growth in order to retain the good things about the District and enable the economic benefits to be realised by planning ahead. We are participating in the development of a growth framework for the Wellington Region. The Wellington Regional Growth Framework is a spatial plan that has been developed by local government, central government and iwi partners in the Wellington-Wairarapa-Horowhenua region to provide an agreed regional direction for growth and investment and to deliver on the Urban Growth Agenda objectives of the Government.

The region is facing a number of housing and urban development, transport and resilience challenges for the future. These challenges are regional issues that are best dealt with together and not individually. Many of these challenges across local council boundaries and the maximum benefits can be had from tackling these together. The Framework identifies how the Greater Wellington region (including Horowhenua) could accommodate a future population of 760,000 and an additional 100,000 jobs in the next 30 years. This represents an additional 200,000 people in the Wairarapa region. The scenario of 200,000 people has been developed to understand what would be required to accommodate this level of growth, and consider potential infrastructure needs beyond the 30-year growth scenario.

The proposed changes to urban form for the region are a mix of development in both Urban Renewal Areas (brownfield) and Future Urban Areas (greenfield). Both are expected to have higher density development than we see at present, throughout the region, and include improved access to bus and rail services, which are expected to increase in frequency, capacity and reach over time.

Our current understanding is that, regionally, 88% of housing growth in the Framework is expected to come from areas we have identified in the Framework and 12% is expected to be through 'business as usual' infill throughout the region, with just over half of this infill being in Wellington City. Of the 88% housing growth from areas identified in the Framework:

One-quarter is expected to be accommodated in Wellington City (excluding Tawa in the western corridor), including the Let's Get Wellington Moving corridor.

Nearly one-third is expected to be accommodated in the eastern corridor from Lower Hutt to Masterton, with just over one third of this corridor's growth occurring in the Wairarapa.

The remainder (just over 40%) is expected to be accommodated in the western corridor from Tawa to Levin.

The Framework identifies improving west-east connections as an opportunity to unlock growth, improve resilience and improve regional accessibility to economic and social opportunities. The potential housing and urban development capacity of any future west-east multi-modal corridor(s) has yet to be determined and will need consideration alongside potential transport interventions.

Currently, Carterton has existing capacity to accommodate urban growth. The Council has adopted a Draft Growth Plan that aligns with the Regional Growth Framework that provides for residential development to the east of the town. It is expected that at least an additional 700 residential properties (of mixed sizes and values) will be created, with infrastructure planned from year 4 of the plan, with properties becoming available in stages from year 5. The eastern growth area, and subsequent zone change, will be provided for as part of the current Combined District Plan review. A large part of our thinking and planning is to address affordable housing issues. An Affordable Housing Action Plan will be prepared and will in part inform the Combined District Plan review and set out other actions the Council may take to help address the affordability issues.

Funding costs for development are offset by charges set under the council's financial contributions policy that fall under the RMA and District Plan. The Combined District Plan is currently being reviewed as are the level of contributions. An updated contribution level is expected and will be used to offset costs of the planned eastern growth.

As well as residential growth, analysis on the demand and availability of industrial land suggests that there could be a shortfall in this type of land for businesses. Planning will be undertaken for both the eastern growth area and the Waingawa Industrial Estate to accommodate this growth.

## Contribution to community outcomes

The Governance Group of activities contributes towards the following community outcomes:

- A strong and effective Council providing trusted leadership.
- An empowered community that participates in Council and community-based decision making.
- Te Ao Māori aspirations and partnership are supported.

## What we will deliver over the next ten years

Section 14 of the Local Government Act 2002 sets out the principles that the Council must follow when performing its role. These are summarised as follows:

- conduct its business in an open, transparent, and democratically accountable manner.
- make it aware of and have regard to the views of the community.

When making decisions, the Council must:

- take account of the diversity of its community and its communities' interests, now and into the future.
- consider the likely impact of any decision on those interests.
- provide opportunities for Māori to contribute.

The Council must also:

- ensure prudent stewardship, and efficient and effective use of its resources.
- take a sustainable development approach, by taking into account the social, economic, environmental, and cultural interests of its community, now and in the future.

In addition to the Local Government Act, the Council has responsibilities and duties to perform under a number of other Acts, many of which are referred to in this document under the relevant Council activity.

## Key projects:

### Council Administration Building Upgrade

The Council administration building is no longer fit for purpose. Ongoing repairs to the roof and costly maintenance are no longer financially prudent and a building that is inadequate in size and functionality. To protect the health and wellbeing of staff and enable the provision of services to the community, Council plans to build a new administration building. The following costs have been included in the budget \$1m in 2023/24, \$2.4m in 2024/25 and \$1m in 2025/26.

### Telling Māori Stories

The Carterton District Council recognises the importance of the Treaty of Waitangi and the mana whenua status of Hurunui o Rangi Marae within its district. Council values the role of the Marae and associated hapū and whānau in the social and cultural fabric of our community and has included \$40,000 funding in 2021/22 and \$10,000 per annum from 2022 onwards to capture and share with the community, stories of Māori of Taratahi.

### Urban Growth Development

Council has included funding for the development of infrastructure to enable future urban growth: The Eastern Growth Area. Planned expenditure is \$4.9m in 2024/25, \$5.3m in 2027/28 and \$5.8m in 2030/31. This is included in the relevant infrastructure budgets (3 waters and roads).

Funding costs for development are offset by charges set under the council's financial contributions policy that fall under the RMA and District Plan. Council has planned for an increase in financial contributions relating to the development, from 2024/25. This includes an assumed increase in the financial contribution rate in order to offset the costs, which is currently being considered as part of the Combined District Plan review.

### Water Wairarapa

Over the last twelve years Wairarapa has been exploring of ways of ensuring greater certainty of water supply for Wairarapa through the development of a major water storage project. A limited liability company, Wairarapa Water Limited, was established in 2017 to develop,



through to construction, a water storage scheme in the Wakamoekau catchment, just north west of Masterton. With funding from the Provincial Growth Fund, Councils, and the private sector the company has been completing its research and finalising consent documents, with the aim of lodging consent applications in the 2021 calendar year.

The proposed Wakamoekau scheme will provide off-river water storage that captures excess water during periods of high flows from the Waingawa River and Wakamoekau Stream. The water will be stored in a reservoir and released when needed for rivers, towns, industry, land-use change, and rural supply. The company is working with a wide range of groups including Wairarapa Iwi, landowners, businesses, and Councils, and is aligning with Greater Wellington Regional Council's Ruamāhanga Whaitua Implementation Plan.

The final ownership structure for the scheme is yet to be determined. Other similar schemes across New Zealand have been based on a cooperative model, where water users purchase shares, and this determines how much water they are allocated. The Carterton District Council has no plans at this time to purchase shares in the company. However, there is an allocation in this Long Term Plan to provide up to \$400,000 as a commercial loan to the Wairarapa Water Limited to enable it to complete the consenting process, should it require this funding. The other Wairarapa Councils are also making provision in their Long Term Plans for loan funding.



## How we will measure what we deliver

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
Open and transparent conduct of Council business	Agenda is available on website 3 working days before each scheduled Council or Committee meeting	100%	90%	90%	90%	90%	Website log
Representation of residents by elected members	Residents' satisfaction <sup>2</sup> with the Council's overall governance and reputation	47%	≥ 65% rate 7–10	≥ 65% rate 7–10	≥ 65% rate 7–10	≥ 65% rate 7–10	Annual survey of residents
Effective monitoring of the financial and non-financial performance of the Council	The annual report is adopted within statutory timeframes, with an unmodified audit opinion	On time, and unmodified	On time and unmodified	On time and unmodified	On time and unmodified	On time and unmodified	Annual report
	Net cash flow from operations: actual-planned variance from budgeted	12.7%	≤10%	≤10%	≤10%	≤10%	Annual report

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
Māori engagement	Council engagement plans include specific actions for engagement with Māori	100%	100%	100%	100%	100%	Assessment of engagement plans
Partnerships with mana whenua	Compliance with provisions of Memoranda of Understanding in place with mana whenua	New measure	100%	100%	100%	100%	Operational records
Risk management	Appropriate risk management systems are in place	Yes	"Yes"	"Yes"	"Yes"	"Yes"	Assessment by independent chair of Audit and Risk Committee
Responsive to customers	Across all activities service requests are acknowledged within 1 working day	New measure	95%	95%	95%	95%	Operational records

<sup>2</sup> Using a 1–10 scale where 1 means 'very poor' and 10 means 'excellent'



## How the group of activities is funded

The district as a whole benefits generally from governance. Every resident is equally able to share this benefit should they wish. Every resident shares in the result of the Council's decision-making.

Governance costs are 100 percent funded from the Uniform Annual General Charge.

## Key assumptions and uncertainties

Reorganisation of local government in Wairarapa proposed by the Local Government Commission was rejected by a poll in December 2017. Further proposals for changes are not anticipated.

Carterton will continue to pursue opportunities for shared services with neighbouring councils for better and more efficient delivery.

Changes in other legislation affecting local government or devolution of central government functions to local government are likely to influence the capability and capacity of the Council. As described in the Mayor's Introduction, Introduction and Forecast Assumptions sections the details of the proposed changes are unknown and more information will become available in 2021. For now Council will continue to monitor:

- Three Waters Reform
- Resource Management Act Reform
- Climate Change Response
- COVID-19 Response

Changing demographics is likely to result in the Council needing to review more regularly the services it provides and the level of service of these activities. These and other uncertainties and assumptions are discussed below as they affect each of the Council's activities.

## Significant negative effects and risks

The Council does not consider that there are significant negative effects or risks from undertaking the Governance group of activities.



**CARTERTON DISTRICT COUNCIL**  
**PROSPECTIVE FUNDING IMPACT STATEMENT - GOVERNANCE**  
**FOR THE TEN YEARS ENDING 30 JUNE**

Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Sources of Operating Funding</b>										
General rates, UAGC, rates penalties	724,203	903,576	993,827	950,977	990,084	1,107,425	1,060,630	1,086,098	1,169,773	1,172,536
Targeted rates	-	-	-	-	-	-	-	-	-	-
Subsidies and grants for operational purposes	-	-	-	-	-	-	-	-	-	-
Fees and charges	-	-	-	-	-	-	-	-	-	-
Internal charges and overheads recovered	-	-	-	-	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees and other	13,205	13,205	33,869	13,846	14,210	36,615	14,925	15,289	39,427	16,537
<b>Total operating funding</b>	<b>737,408</b>	<b>916,781</b>	<b>1,027,696</b>	<b>964,824</b>	<b>1,004,294</b>	<b>1,144,041</b>	<b>1,075,555</b>	<b>1,101,387</b>	<b>1,209,200</b>	<b>1,189,073</b>
<b>Applications of Operating Funding</b>										
Payments to staff and suppliers	674,055	723,797	832,113	756,929	771,633	888,002	803,578	821,526	949,833	885,250
Finance costs	1,243	3,088	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Internal charges and overheads applied	76,474	185,780	192,910	200,969	207,032	213,095	221,425	224,741	230,315	238,158
Other operating funding applications	-	-	-	-	-	-	-	-	-	-
<b>Total applications of operating funding</b>	<b>751,772</b>	<b>912,665</b>	<b>1,031,023</b>	<b>963,898</b>	<b>984,665</b>	<b>1,107,097</b>	<b>1,031,003</b>	<b>1,052,268</b>	<b>1,186,168</b>	<b>1,133,130</b>
<b>Surplus/(deficit) of operating funding</b>	<b>(14,363)</b>	<b>4,116</b>	<b>(3,327)</b>	<b>926</b>	<b>19,629</b>	<b>36,944</b>	<b>44,552</b>	<b>49,119</b>	<b>23,032</b>	<b>55,943</b>
<b>Sources of Capital Funding</b>										
Subsidies and grants for capital expenditure	-	-	-	-	-	-	-	-	-	-
Development and financial contributions	-	-	-	-	-	-	-	-	-	-
Increase/(decrease) in debt	-	374,116	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-
<b>Total sources of capital funding</b>	<b>-</b>	<b>374,116</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>
<b>Applications of Capital Funding</b>										
Capital expenditure - meet additional demand	21,320	-	-	-	-	-	-	-	-	-
Capital expenditure - improve level of service	-	-	-	-	-	-	-	-	-	-
Capital expenditure - replace existing assets	-	-	-	21,028	42,043	22,717	-	-	24,641	-
Increase/(decrease) in reserves	(35,683)	(21,767)	(23,327)	(40,102)	(371)	(25,099)	1,835	29,119	3,032	(11,817)
Increase/(decrease) of investments	-	400,000	-	-	-	-	-	-	-	-
<b>Total application of capital funding</b>	<b>(14,363)</b>	<b>378,233</b>	<b>(23,327)</b>	<b>(19,074)</b>	<b>(371)</b>	<b>16,944</b>	<b>24,552</b>	<b>29,119</b>	<b>3,032</b>	<b>12,824</b>
<b>Surplus/(deficit) of capital funding</b>	<b>14,363</b>	<b>(4,116)</b>	<b>3,327</b>	<b>(926)</b>	<b>(19,629)</b>	<b>(36,944)</b>	<b>(44,552)</b>	<b>(49,119)</b>	<b>(23,032)</b>	<b>(55,943)</b>
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Community Support Group

This group of activities includes Community Development, Economic Development, Emergency Management, Parks and Reserves, and Community Amenities.

### Community Development

The Community Development activity aims to build social cohesion and enhance the social wellbeing of the Carterton community. Information, advice, and advocacy services are provided to a wide range of people and groups including volunteers, artists, and job seekers. Supporting community organisations, community development initiatives and providing community events are of significant benefit to the whole community. Services and programmes include:

- providing information, advice, and advocacy services to a wide range of people and community groups.

- providing grants to initiatives that support health, cultural and community development initiatives that help achieve Council's strategic objectives.
- supporting projects that encourage people to develop skills and increase employment opportunities.
- supporting volunteer networks by providing volunteering opportunities.

### Economic Development

The Economic Development activity involves the provision of economic development initiatives that aim to support strong businesses, employment and tourism in the district and region.

Of key focus over the coming years will be:

- supporting the local economy to recover from economic shock caused by the COVID-19 pandemic.
- supporting the Wairarapa Youth 2 work movement which aims to have all young people in the Wairarapa in either employment, Education or Training.

- Council will also continue to provide a wide range of other services and activities that contribute towards economic development. These include:
  - plans for town centre redevelopment.
  - ensuring the town centre is attractive and appealing to visitors and potential investors.
  - providing sufficient suitably zoned land is available for development.
  - providing good quality infrastructure and services.

Council recognises that a healthy district economy is of benefit to the whole community now and in the future.

## Emergency Management

Local authorities are responsible for Civil Defence Emergency Management (CDEM) in their area.

Carterton District Council along with the other eight councils in Wellington and Wairarapa formed the Wellington Region Emergency Management Office (WREMO), responsible for providing an integrated CDEM service. Its emphasis is on developing resilient communities and providing the systems, people, and resources necessary to provide an effective response during an emergency.

While WREMO either delivers or facilitates many of the CDEM outcomes, the councils remain responsible for:

- providing suitable Emergency Operations Centres (EOC)—an EOC for the whole of Wairarapa is located at Masterton District Council offices.
- maintaining the EOC and associated equipment to an acceptable operational standard.
- providing the local communications network within their territory, including VHF radio and where appropriate satellite communications.
- providing staff for an Incident Management Team.
- providing a panel of Local Controllers.
- co-ordinating the delivery of welfare within the community, including staff to operate the Community Emergency Hub situated in the Carterton Events Centre.
- providing an Emergency Assist Centre as directed by the EOC during an emergency.
- re-establishing life-lines of essential services such as water, sewerage, and roading.

## Parks and Reserves

- Parks and Reserves involves the provision and maintenance of playgrounds, sports fields, open spaces, and gardens.
- Parks and reserves make an important contribution to the well-being and lifestyle of the community. They provide areas for social connections, relaxation, sporting activities and green and attractive open spaces in built up areas. Council preserves and manages parks and reserves for the benefit and enjoyment of the whole community for recreation use.
- Benefits of this activity are provided to the entire community; specific individual benefit can also be provided to user groups and sports clubs. Exclusive use of parks and reserves may be necessary in order for sport clubs and recreational groups to successfully manage and run events.
- Benefits of the activity occur now through the provision of aesthetically pleasing open spaces and gardens, and in the future due to the long term nature of associated parks and reserves assets.

## Community Amenities

Community Amenities include the Carterton Events Centre, Carterton Public Library, Cemetery, Outdoor Swimming Pool, Public Toilets and Holiday Park. Together these facilities provide a range of services and opportunities for social interaction that benefit the whole community in different ways.

- The multi-purpose Events Centre is vibrant, welcoming, and the heart of the community for cultural, economic, and social services. The uses are wide ranging including concerts and corporate functions to art displays and weddings.
- The library service aims to meet the recreational, educational and information needs of the residents of Carterton.
- The cemetery meets the needs of the people of the district and maintains the dignity of a last resting place.
- The outdoor swimming complex meets the recreational needs of the general public during the summer months.
- Public toilets are accessible, clean, and tidy for use by the general public and visitors.

- The Holiday Park is well maintained to ensure a pleasant and attractive accommodation option to visitors to the district. The operation of the Holiday Park is via a lease.

Community Amenities provide numerous benefits to the district and wellbeing of the district. The provision of shared public spaces enhances the community's sense of social connectedness, cultural wellbeing, and civic pride. Attracting visitors to the district also makes a positive contribution to the local economy.

## **Strategic direction—future demand and sustainability**

### **Community Development**

Councils' community development delivery is likely to increase in the next few years due to a change of focus for local government into more community development activities. Councils are well placed to play a central facilitation role in this delivery. The well-beings came back into the act in 2019 and as a result there will be more focus on the economic, environmental, social, and cultural wellbeing's of our communities.

This will likely require a review of current resourcing as at present we have one community development coordinator for delivery at present. We have two part-time roles supporting this work in the areas of neighbourhood support and positive ageing coordinators.

An area for development is in the youth development space. We will continue to review our delivery and respond to our community's needs.

### **Economic Development**

Wairarapa Economic Development Strategy (WEDS) was developed to maintain momentum in the region's economy and plan for a future which allows for growth. Our region's three mayors are all on the WEDS Governance Group which aims to establish, extend, improve and upscale small businesses and the primary sector in the key focus areas, including added-value food and beverage, visitor and tourism and the knowledge economy.

Each mayor is responsible for one of those three key sectors in this region-wide approach. Greater Wellington Regional Council chair, along with business and Iwi leaders also help make up the Governance Group. The implementation of the strategy and the administration of the Governance Group is done in partnership with Wellington NZ.

Council will continue to be involved in regional economic development initiatives as per the Wairarapa Economic Development Strategy. Of key focus over the coming years will be

supporting the local economy to recover from economic shock caused by the COVID-19 pandemic.

### **Emergency Management**

Carterton District Council will continue to provide CDEM services as per its arrangement with Wellington Region Emergency Management Office.

### **Parks and Reserves and Community Amenities**

The existing recreational reserves/areas are sufficient to accommodate short-term population growth. Once the Eastern Growth Area is opened up further local reserve areas will be needed. These will be included in the structure plan for the area.

We continue to work with Mana Whenua around adding value to the experience of visiting our Parks and Reserves.

Increasingly, sports organisations that currently own their own property or use Crown land are unable to sustain or continue the status quo. This has resulted in them approaching the Council to use existing Council parks or provide additional land or facilities to accommodate these sports.

The Council continues to foster discussion about broader Wairarapa-wide needs, and how Councils, the sports organisations, and others can more effectively meet the demand.

The Kaipaitangata Forest block is currently used mainly as a pine plantation forest. The principle purpose being the protection of the water supply catchment. The block contains a mix of production forestry and manuka crops. The manuka is leased for honey production. Proceeds from the manuka lease is reinvested back into the Parks and Reserves activity

### **Contribution to community outcomes**

The Community Support Group of activities contributes towards the following community outcomes:

- A caring community that is safe, healthy, and connected.
- A community that is productively engaged in employment, education, and community service.

- A community that fosters and promotes our quirkiness and creativity
- A community that embraces and encourages our cultural diversity and heritage
- A community that has awesome public facilities and spaces
- A community that has quality, fit for purpose infrastructure and services, that are cost effective and meet future needs.

## What we will deliver over the next ten years

### Town Centre Redevelopment

Go Carterton, the local business network, initiated the 'Placemaking' project in 2014, a programme to improve the relationship between places and people. Council identified two sites to be incorporated in the project. The first, the public toilets at Carrington Park, has been completed. Further work on the entrance to the Park will take place over the next three years. A concept plan for the other site, Broadway, has been approved. It is not proposed to undertake this work at this stage.

A major marker for the town centre will be the timeline for remediation of those buildings that are below the current standard for earthquake safety. Council is working with property owners to revitalise the town centre and provide a 'place for us' and looking at ways development can occur along an east/west corridor in conjunction with the current north/south.

### Community Development

Community Development seeks to empower individuals and groups by providing them with the skills they need to effect change in their own communities.

Structured intervention gives communities greater control over the conditions that affect their lives. This does not solve all the problems faced by a local community, but it does build up confidence to tackle such problems as effectively as any local action can. Community development works at the level of local groups and organisations rather than with individuals or families.

To this end, the Council makes contributions in conjunction with the region's other territorial authorities to organisations to provide agreed services to the Wairarapa region, provides

direct funding to the community, or advocates on the community's behalf. Council aims to partner with community to support initiatives that are community-led.

### Parks and Reserves

The Parks and Reserves are managed under reserves management plans. Council is required under the Reserves Act 1977 for the reserves it manages, and its purpose is:

- Provide a clear framework for the day to day management and decision making for Council reserves and open spaces.
- Provide objectives and policies for the use, enjoyment, maintenance, protection, preservation, and appropriate development of reserves.

A review of these plans was completed and consultation on the draft plan completed in January 2021. Many of the submissions in relation to the review have already been implemented such as Dalefield Horse Park, Sparks Park, and the Carrington Park bike park.

A best practice management regime ensures the facilities meet the standard required for each amenity.

Forestry assets are managed to balance recreational use with providing the best return for the community.

### Community Amenities

The Council aims to maintain the Events Centre in good condition and has made significant gains towards increasing the existing levels of room occupancy. The number of bookings has increased 65% over the past three years and has resulted in increased revenue for the centre.

This has come about from new initiatives such as obtaining an on-license, joint ventures with event promoters, hosting medium to large expos, and celebrating our own region with events like the Carterton Heart of Winter Festival, and Summer Street Party.

More local community groups are using the spaces, Carterton Scouts, The Friendship Club, Carter Society, Sunset Cinema and Operatunity are just a few of the regular weekly or monthly bookings.



The Council's continued involvement in the Cemetery is contained in the Burials and Cremations Act 1964 and Cremation Regulations 1973, which require the Council to make provision for and manage burials within the district, and the Historic Places Act 1993, as the cemetery contains burials that predate 1900 and it is deemed to be an archaeological site and subject to the provisions of the Act.

The public toilets are clean and useable during opening hours.

The Carterton Holiday Park will be maintained and managed at its existing level of service.

Public and leased properties are managed to a level that provides the best return for the community.

The public library will continue to provide excellent levels of service.

The council-owned open air swimming pools on Pembroke Street continues to be a highly valued facility in Carterton. The Council has provided free entry into the pools for the past few years and will continue to do so. Apart from some minor improvements, and refurbishing the changing rooms, the Council does not plan any significant operational changes over the next ten years. The outdoor pools are managed to comply with NZS 5826:2000 Pool Water Quality and the assets are kept in a condition to maintain the existing level of service.

## Key projects

### Additional toilets

To cater for increasing demand and requests from the community, Council has included a total of \$54,000 for new toilets in 2022/23 and 2027/28 in Sparks Park and Howard Booth Park.

### New water slide at the Carterton Pools

After receiving a submission from a young Carterton resident Council has included a total of \$50,000 for a new water slide at the Carterton Pools (with \$10,000 of this funded by Council, and the remaining \$40,000 funded by external donations). This will be a combined community project and additional funds will need to be raised alongside the community. This work will take place in 2021/22.

### Town centre upgrade

We have budgeted \$331,000 over ten years to purchase land in the town centre for new public spaces, accessways and laneways. Over the next few years, significant redevelopment will take place due to the age and earthquake-prone status of many of Carterton's town centre buildings. This may include a mix of renovations and new builds, with the look and feel of retail in the future being very different to that of the past. Most of this development will be undertaken by the private sector, but the community has expectations of what it wants from the town centre and wants to actively share in the vision. An attractive town centre will have a positive impact on the wellbeing of the community. Well designed, appealing public spaces provide a sense of community pride, easy access for shoppers to support retailers, and an opportunity for social interaction.

### Town Centre Carparking

We plan to address the need, identified by the community, to improve access to carparking in Carterton's town centre and the Events Centre. Additional carparking will help with increased use of Holloway Street council facilities (library, Events Centre), support the local economy and help maintain a vibrant town centre.

To do this we will relocate the council operations yard from 80 Holloway St to Daleton Farm and convert existing site to carparks. The cost for relocation and to establish the carpark is \$905,000. The \$102,000 of this relating to the establishment of the carpark has been included under this activity, with the remaining \$803,000 relating to the relocation of the operations yard included in the Administration activity. Initial work will begin in the 2021/22 year and the final work undertaken in 2022/23.

## How we will measure what we deliver

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
A range of amenities of a standard satisfactory to residents	Residents' satisfaction <sup>3</sup> with the swimming pool	82%	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	Annual survey of residents
	Residents' satisfaction with public toilets	64%	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	Annual survey of residents
	Residents' satisfaction services provided at the library	92%	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	Annual survey of residents
High quality sports fields, parks, reserves, and playgrounds	Residents' satisfaction with the provision of open space, amenities, and gardens	77%	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	Annual survey of residents
Events Centre usage	Event Centre hirers' satisfaction with service and experience	New measure	≥ 85% rate 7-10	≥ 85% rate 7-10	≥ 85% rate 7-10	≥ 85% rate 7-10	Hirers' survey

## Assets

### Existing assets

- Library collection
- Carrington Park
- Howard Booth Park
- Memorial Square
- Millennium Park
- South End Park
- Bird's Park
- Several small reserves
- Clareville Cemetery
- Outdoor Swimming Complex
- Public Toilets
- Carterton Holiday Park
- Events Centre
- Halls
- Forestry.

### Maintenance and operating

Routine and programmed maintenance is the regular ongoing day-to-day work necessary to keep assets operating, including when portions of the asset fail and need immediate repair to make the asset operational again. Routine maintenance work is carried out by the Council's own staff.

### Capital expenditure plan

Renewal expenditure is work that does not increase an asset's design capacity but restores, rehabilitates, or renews an existing asset to its original capacity. Capital works are those that

<sup>3</sup> Using a 1–10 scale where 1 means 'very poor' and 10 means 'excellent'

create new assets or works that upgrade or improve an existing capacity. They may result from growth, social, or environmental needs.

Capital expenditure in this group of activities in the next ten years are shown in the table on the following page.

## How the group of activities is funded

### Capital

New capital or renewal of existing capital items for community services will be generally funded by way of the annual depreciation provision or by loans. Parks and reserves, and other property may also be funded from recreation reserve levies or special funds. Where capital items are loan-funded, rates will fund the principal repayment and interest expense during the terms of the loan, after which rates will fully fund the annual depreciation expense.

### Annual costs

The general approach to funding of the annual net services is that those who benefit (either directly or indirectly) should pay.

The Community Support Group of activities is funded by a combination of Uniform Annual General Charge, general rates, grants, and fees and charges. Further details can be found in the Revenue and Financing Policy.

## Key assumptions and uncertainties

- There will be an ongoing requirement for this group of activities.

### Parks and Reserves and Community Amenities

- Increasing promotion of the need to be physically active and lead physically active lifestyles may result in increased demand and requests for different activities and facilities to be available in this group of activities.

- As the district becomes more built-up there may be an increasing demand for more recreational reserves/areas for active and passive recreation pursuits.
- This will require ongoing reviews of the resources required to meet expectations.

### Economic Development

- The recovery from COVID- 19 was forecast to have significant negative impacts across the Wairarapa and this has been borne out for some in our community however, the generalised dire predictions have not materialised.
- Regional economies such as the Wairarapa have, and are, faring better than metropolitan economies that have high reliance upon international tourism. This is due in part to the resilience of primary industries, and its strong export market. The planning and building sectors likewise are experiencing a boom driven predominantly by internal migration from the metropolitan areas while the Wairarapa and New Zealand as a whole have been blessed by being able to provide mass gathering and social events, for the large part, without restrictions.
- Council had in its 2020/21 Annual Plan forecast decreased revenue that would have been otherwise generated from the likes of building, planning and community events. Thus far, this has not eventuated. Council will maintain its stance of forecasting pre-COVID-19 levels of income for the Community Support Groups of activities and respond to any changes as they arise.

### Emergency Management

Wairarapa is exposed to a wide range of natural and other hazards, such as earthquake, flooding, landslide, tsunami, storm, biological, and chemical. However, there is a great deal that we can do to reduce the impact of these hazards on our communities through planning and readiness.

## Significant negative effects and risks

- It is possible that some of the activities in this group could generate negative effects.

- Parks and reserves can be a congregating point for anti-social behaviour. Noise and increased traffic movements could affect residents next to community amenities when big events are on.
- Some individuals may experience negative effects from not having full and exclusive use of parks at all times.
- Misuse and vandalism, non-returns of library items may also cause additional costs to Council. The health and safety of the public could be at risk when using our community amenities, particularly playgrounds, swimming pools, Holiday Park. We regularly check

our equipment, have supervisors on site where appropriate (including trained lifeguards at the pools) and have other procedures in place to mitigate the risks.

- The Council considers that it can manage these risks.



**PROSPECTIVE FUNDING IMPACT STATEMENT - COMMUNITY SUPPORT  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$
<b>Sources of Operating Funding</b>				
General rates, UAGC, rates penalties	4,401,224	4,332,595	4,346,596	4,513,840
Targeted rates	-	-	-	-
Subsidies and grants for operational purposes	23,900	23,900	23,900	23,900
Fees and charges	144,192	67,050	68,391	70,300
Internal charges and overheads recovered	-	-	-	-
Local authorities fuel tax, fines, infringement fees and other	72,439	211,231	218,006	224,100
<b>Total operating funding</b>	<b>4,641,755</b>	<b>4,634,776</b>	<b>4,656,893</b>	<b>4,832,150</b>
<b>Applications of Operating Funding</b>				
Payments to staff and suppliers	2,050,775	1,960,592	1,938,604	1,993,560
Finance costs	136,637	36,839	34,696	32,940
Internal charges and overheads applied	1,578,515	1,788,246	1,845,338	1,923,450
Other operating funding applications	284,850	266,350	266,350	266,350
<b>Total applications of operating funding</b>	<b>4,050,777</b>	<b>4,052,028</b>	<b>4,084,988</b>	<b>4,216,300</b>
<b>Surplus/(deficit) of operating funding</b>	<b>590,978</b>	<b>582,749</b>	<b>571,905</b>	<b>615,850</b>
<b>Sources of Capital Funding</b>				
Subsidies and grants for capital expenditure	-	-	-	-
Development and financial contributions	132,051	191,200	193,800	196,400
Increase/(decrease) in debt	(252,805)	(219,407)	(74,057)	(177,110)
Gross proceeds from sale of assets	-	-	-	-
Lump sum contributions	-	-	-	-
Other dedicated capital funding	-	-	-	-
<b>Total sources of capital funding</b>	<b>(120,754)</b>	<b>(28,207)</b>	<b>119,743</b>	<b>19,290</b>
<b>Applications of Capital Funding</b>				
Capital expenditure - meet additional demand	-	75,000	265,200	10,510
Capital expenditure - improve level of service	98,072	-	153,000	52,570
Capital expenditure - replace existing assets	308,667	672,184	252,842	236,440
Increase/(decrease) in reserves	63,486	(192,643)	20,606	335,560
Increase/(decrease) of investments	-	-	-	-
<b>Total application of capital funding</b>	<b>470,225</b>	<b>554,541</b>	<b>691,648</b>	<b>635,090</b>
<b>Surplus/(deficit) of capital funding</b>	<b>(590,978)</b>	<b>(582,749)</b>	<b>(571,905)</b>	<b>(615,850)</b>
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

*Carry Forward reflects the potential underspend on approved projects that will be taken forward in the next financial year.*

## Regulatory and Planning Group

This group of activities includes Resource Management Planning, Consent Processing, and Regulatory Services.

### Resource Management Planning

The Resource Management Act places specific statutory functions on territorial authorities to promote the sustainable management of natural and physical resources through the development and administration of a District Plan. Appropriate policy is specified, and rules adopted to ensure minimal adverse effects on the environment. This activity includes:

- Carrying out the responsibilities imposed on the Council under the Resource Management Act 1991, the primary focus being the preparation and reviews of the District Plan (the Wairarapa Combined District Plan) to manage the effects of activities on the environment.
- Maintenance and development of the Council's Geographic Information System (GIS), which provides a cadastral mapping database that graphically depicts property and road boundaries, and holds valuable data about each property in the district, e.g. location of Council services, planning zones, natural hazard areas, and resource consents.

### Consent Processing

The Resource Management Act and Building Act requires Council to manage the health and safety of the district's environment and people by:

- Considering and where appropriate issuing of resource consents (in accordance with the District Plan)
- Considering and where appropriate issuing of building consents

### Regulatory Services

Council must ensure that legislative requirements that provide and manage the health and safety of the district's community are met. Regulatory Services include:

- Environmental Health Services including the inspection of public premises.
- Licensing the sale and supply of alcohol.
- Noise Control.
- Animal Control, including dog registrations.

The regulatory and planning group of activities benefits every resident and society in general by promoting sustainable development, whilst encouraging development to occur in a way that benefits the district and region.

The District Plan balances environmental safeguards and protection for natural assets in conjunction with the rights of property owners wishing to undertake property development. Community infrastructure needs are included in the District Plan guidelines for new development.

## Strategic direction—future demand and sustainability

### Resource Management Planning

The RMA requires all operative provisions of a plan to be reviewed every 10 years. The current Wairarapa Combined District Plan was made operative in 2011. The Combined Wairarapa District Plan Review Committee have resolved to undertake a partial review as the most appropriate option as it enables the key issues to be addressed and would be efficient and effective use of Council and community resources in the context of pending reform.

### Regulatory Services

Council's building control functions are mandated through the building consent authority accreditation scheme. Accreditation Regulations set out the minimum policies, procedures, and systems that a building consent authority must have, and consistently and effectively implement, to perform its building control functions. Ongoing accreditation (auditing) ensures that there are appropriate, documented, and implemented policies, procedures, and systems along with sufficient skills and resources to undertake Council's statutory functions. It also ensures that employees and contractors have appropriate building control competencies and qualifications.

## Population trends

A 2021 base population figure of 9,987 has been used. There will a total population increase of 13.7 percent over the ten years to 2031. More detail can be found in the 'Significant Forecasting Assumptions'.

## Legislative change

Legislative change can significantly affect the Council's ability to meet minimum levels of service.

## Resource Management Act Reform

Central government has signalled it will be reforming the RMA. The Labour Party manifesto for the 2020 general election included "repealing and replacing the RMA".

This reform commenced prior to the 2020 general election when a comprehensive review of the resource management system in New Zealand was commissioned. The government stated the New Directions for Resource Management in New Zealand report is the most significant, broad ranging and inclusive review to take place within the system since the RMA came into force in 1991. The Resource Management Review Panel reported their recommendations to the Government in June 2020. The recommendations in the report, if enacted, would have significant impacts on the process of resource management planning within the Wairarapa and across the Wellington region.

## Industrial growth

It is difficult to accurately determine the likely need for future industrial development over the next 20–30 years. However, sufficient land needs to be available to have an industrial land bank available to immediately provide for development opportunities as they arise. The Waingawa industrial zone comprises approximately 196 hectares. Although development at Waingawa slowed over the last three years, this appears to be starting to pick up again.

Based on the current pattern of development, it is possible that a range of new industrial sites could be formed, from about 10 new large sites through to 50 sites of mixed sizes. It is unlikely that the whole expanded zoning will be developed for industrial purposes in the immediate future, and is more likely to be staged over many years, as demand and opportunities arise. In the meantime, the zoned industrial land will not affect the existing farming uses of the land, which can carry on indefinitely.

## Earthquake prone buildings

Earthquake prone building notices have been issued to several buildings mostly within the Central Business District. Building owners were notified in 2006 at the commencement of Council's Earthquake Prone Building Policy which is the 15-year timeline start point. The majority of building owners are aware of the situation and some are making plans for remediating or renewing their buildings.

## Contribution to community outcomes

The Regulatory and Planning Group of activities contributes towards the following community outcomes:

- An environmentally responsible community committed to reducing our carbon footprint and adapting to the impacts of climate change.
- Quality fit for purpose infrastructure and services that are cost effective and meet future needs.
- A vibrant and prosperous business and primary sector that investing in and supported by the community.

## What we will deliver over the next ten years

The Council's continued involvement in the regulatory and planning group of activities is contained in a range of legislation, including:

- Resource Management Act 1991 and subsequent amendments, which require the Council to sustain the potential of natural and physical resources to meet the reasonable and foreseeable needs of the next generation.
- Health Act 1956 and amendments, which require the Council to improve, promote and protect public health.
- Sale and Supply of Alcohol Act 2012, which requires the Council to enforce safe and responsible sale, supply, and consumption of alcohol in the Carterton district.

- Civil Defence Emergency Management Act 2002, which requires the Council to plan adequately for emergencies and for response and recovery in the event of an emergency.
- Dog Control Act 1996 and amendments, which require the Council to put measures in place to control dogs in public places, through registration, prevent nuisances and ensure public safety.
- Animal Welfare Act 1999, which requires the Council to ensure owners of animals, and persons in charge of animals, attend properly to the welfare of those animals.
- Building Act 2004 and amendments, which require the Council to ensure that there is strong decision-making at every stage of the building or renovating process and includes inspecting the fencing of swimming pools to promote the safety of young children.
- Local Government Act 1974, Local Government Act 2002, and subsequent amendments, which provides the Council with the power of general competence to undertake any business or activity given certain provisos, eg the making of bylaws.
- Changes in the level of service will impact on funding requirements, and vice versa.



## Key Projects

### District Plan Review

All Councils are required to have a relevant District Plan. The Combined Wairarapa District Plan Review Committee have resolved to undertake a partial review as the most appropriate option. Funding of \$200,000 to review the District Plan has been included in 2021/2022.



## How we will measure what we deliver

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
Timely processing of applications	LIMs <sup>4</sup> processed within 10 working days	100%	100%	100%	100%	100%	Operational records
	Non-notified and notified resource consents processed within statutory timeframes	100%	100%	100%	100%	100%	Operational records
	PIMs <sup>5</sup> and building consents processed within statutory timeframes	96.8%	100%	100%	100%	100%	Operational records
Safe and healthy food premises	Known food premises in the district have food control measures in place	100%	100%	100%	100%	100%	Operational records
Licensed liquor outlets	Known liquor outlets <sup>6</sup> in the district have appropriate licences and certificates	100%	100%	100%	100%	100%	Operational records

<sup>4</sup> Land Information Memorandums

<sup>5</sup> Project Information Memorandums

## Assets

### Existing assets

- Wairarapa Combined District Plan
- Geographic Information System (GIS)
- Software and associated equipment
- Animal pound.

### Capital expenditure plan

Renewal expenditure is work that does not increase an asset's design capacity but restores, rehabilitates or renews an existing asset to its original capacity. Capital works are those that create new assets, or works that upgrade or improve an existing capacity. They may result from growth, social, or environmental needs.

Capital expenditure in this group of activities in the next ten years are shown in the table on the following page.

### How the group of activities is funded

### Capital

New capital expenditure or renewal of existing capital items for the regulatory and planning group of activities will be funded by way of the annual depreciation provision or by loans.

### Annual costs

The general approach to funding of the annual net services is that those who benefit (either directly or indirectly) should pay.

<sup>6</sup> This includes the venue for an event

The cost of Resource Management Planning of activities after taking into account fees and charges received is funded by a targeted rate, calculated on the capital value of every rateable property in the district.

Fees and charges are made for Consent Processing and Regulatory Services. These activities are funded from Targeted Rates (Resource Consents) and General Rates. Recovery of exacerbator costs due to no-compliance is recovered in full where possible. Further details can be found in the Revenue and Financing Policy.

### Key assumptions and uncertainties

- There will be an ongoing requirement for this activity.

- The demand for this activity will increase and not reduce.
- This will require ongoing reviews of the resources required to meet expectations.
- This will increase user fees and charges for these services.

### Significant negative effects and risks

- It is possible that negative effects of this group of activities could arise.
- Non-compliance can cause additional costs to Council.
- Poor decision-making through resource consent and building consent processes could result in unsafe buildings or inappropriate development.
- The Council has processes in place to mitigate these risks.

## CARTERTON DISTRICT COUNCIL

### PROSPECTIVE STATEMENT OF CAPITAL EXPENDITURE—REGULATORY FOR THE TEN YEARS ENDING 30 JUNE

Item	Carry Forward 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	30 J
Combined District Plan review	510,000	200,000	-	-	
Animal Pound Renewal	370,000				
Software and equipment		19,602	3,412	3,599	

*Carry Forward reflects the potential underspend on approved projects that will be ti*

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE FUNDING IMPACT STATEMENT - REGULATORY AND PLANNING  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Sources of Operating Funding</b>											
General rates, UAGC, rates penalties	515,610	195,132	205,981	214,144	236,430	263,579	277,241	276,251	245,149	266,092	309,363
Targeted rates	220,459	165,229	224,056	228,260	231,139	236,467	241,117	242,616	247,495	252,214	262,690
Subsidies and grants for operational purposes	-	-	-	-	-	-	-	-	-	-	-
Fees and charges	587,950	1,004,300	1,024,386	1,053,061	1,080,747	1,107,444	1,135,130	1,162,817	1,192,480	1,224,121	1,257,740
Internal charges and overheads recovered	-	-	-	-	-	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees and other	8,050	1,050	1,071	1,101	1,130	1,158	1,187	1,216	1,247	1,280	1,315
<b>Total operating funding</b>	<b>1,332,069</b>	<b>1,365,711</b>	<b>1,455,494</b>	<b>1,496,566</b>	<b>1,549,446</b>	<b>1,608,648</b>	<b>1,654,675</b>	<b>1,682,900</b>	<b>1,686,371</b>	<b>1,743,707</b>	<b>1,831,109</b>
<b>Applications of Operating Funding</b>											
Payments to staff and suppliers	984,120	811,011	827,231	848,231	864,956	882,382	901,097	921,304	943,594	967,469	992,930
Finance costs	7,875	8,100	16,200	16,200	16,200	16,200	16,200	16,200	16,200	16,200	18,576
Internal charges and overheads applied	436,743	457,814	473,636	491,514	502,352	521,755	541,826	546,607	562,505	583,065	588,786
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
<b>Total applications of operating funding</b>	<b>1,428,738</b>	<b>1,276,925</b>	<b>1,317,066</b>	<b>1,355,944</b>	<b>1,383,508</b>	<b>1,420,337</b>	<b>1,459,123</b>	<b>1,484,111</b>	<b>1,522,299</b>	<b>1,566,733</b>	<b>1,600,292</b>
<b>Surplus/(deficit) of operating funding</b>	<b>(96,669)</b>	<b>88,786</b>	<b>138,427</b>	<b>140,622</b>	<b>165,938</b>	<b>188,312</b>	<b>195,553</b>	<b>198,789</b>	<b>164,072</b>	<b>176,973</b>	<b>230,817</b>
<b>Sources of Capital Funding</b>											
Subsidies and grants for capital expenditure	-	-	-	-	-	-	-	-	-	-	-
Development and financial contributions	-	-	-	-	-	-	-	-	-	-	-
Increase/(decrease) in debt	347,424	1,026,000	(54,000)	(54,000)	(54,000)	(54,000)	(54,000)	(54,000)	(54,000)	(54,000)	247,006
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
<b>Total sources of capital funding</b>	<b>347,424</b>	<b>1,026,000</b>	<b>(54,000)</b>	<b>(54,000)</b>	<b>(54,000)</b>	<b>(54,000)</b>	<b>(54,000)</b>	<b>(54,000)</b>	<b>(54,000)</b>	<b>(54,000)</b>	<b>247,006</b>
<b>Applications of Capital Funding</b>											
Capital expenditure - meet additional demand	-	-	-	-	-	-	-	-	-	-	-
Capital expenditure - improve level of service	350,000	1,080,000	-	-	-	-	-	-	-	-	316,848
Capital expenditure - replace existing assets	339,188	19,602	3,412	3,599	22,722	3,976	4,191	26,514	4,006	4,217	26,691
Increase/(decrease) in reserves	(438,433)	15,184	81,015	83,023	89,216	130,335	137,361	118,275	106,066	118,756	134,283
Increase/(decrease) of investments	-	-	-	-	-	-	-	-	-	-	-
<b>Total application of capital funding</b>	<b>250,755</b>	<b>1,114,786</b>	<b>84,427</b>	<b>86,622</b>	<b>111,938</b>	<b>134,312</b>	<b>141,553</b>	<b>144,789</b>	<b>110,072</b>	<b>122,973</b>	<b>477,822</b>
<b>Surplus/(deficit) of capital funding</b>	<b>96,669</b>	<b>(88,786)</b>	<b>(138,427)</b>	<b>(140,622)</b>	<b>(165,938)</b>	<b>(188,312)</b>	<b>(195,553)</b>	<b>(198,789)</b>	<b>(164,072)</b>	<b>(176,973)</b>	<b>(230,817)</b>
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Transportation Group

This group of activities includes Roads, Footpaths, and Cycleways and Trails

### Roads and Footpaths

This includes the management and operation of a safe and efficient roading and footpath network that serves the needs of the Carterton district. The network comprises roads, bridges, footpaths, street lighting, and road signs. The Council also contributes funding for the Wairarapa Road Safety Council.

The roading and footpath network benefits every resident in the district and society in general and are essential for the social, economic, and cultural well-being of the district and region.

Under the Local Government Act 2002, the Council controls all roads and streets in the district except State Highway 2.

A well-maintained reliable roading network supports the economic vibrancy of the district and region by the efficient transport of goods from business to business.

Residents and visitors feel safe when the roads, streets, footpaths, and street lighting are well-maintained and reliable.

### Cycleways and Trails

The Council recognises that walking and cycling has many environmental and health benefits for the community including social and economic benefits that come from hosting tourists.

Recreation opportunities in the district are supported by well-maintained, reliable, and safe roads to recreation areas and for recreational activity.

### Strategic direction—future demands and sustainability

Forestry and agricultural development in the district will result in continuing use by heavy vehicles using district roads. The nature of forestry means heavy vehicle movement will move to the tree harvest and although there is a great deal of wood to be taken from the eastern hills within the District exactly where the sites are and for what periods they will be used is not

set. There is a potential for disruption to the unsealed roads and as well as requirements for regular assessments of the District's bridges. Bridge assessment is being planned for with the aim to signal bridge replacement in the next LTP infrastructure Strategy.

As part of our three-yearly roading activity planning, we will respond to any maintenance issues that may arise from changing weather patterns as a consequence of climate change.

### Carterton Walking and Cycling Strategy

The Council recognises that walking and cycling has many environmental and health benefits for the community and had developed a Walking and Cycling Strategy for the district. This strategy is now due for review. Through the strategy policy implementation has meant that subdivisions will be required to include footpaths in conjunction with new roading. Demand on existing roads will be monitored to determine the need for any extensions to the existing footpaths. Most of the work will be covered by the existing work programme.

### Contribution to community outcomes

The Transportation Group of activities contributes towards the following community outcomes:

- Quality fit-for-purpose infrastructure and services that are cost effective and meet future needs.
- A caring community that is safe, healthy and connected.

### What we will deliver over the next ten years

The district roading network is managed under the *Activity Management Plan* that sets out the targets for asset condition, performance, and levels of service.

The levels of service for the roading network have been developed taking into account the following general considerations:

- community expectations and the Council's response the customer feedback.
- legislative requirements, e.g. Land Transport NZ Act 1989 and Local Government Act 2002.
- sustainable economic and safety matters embodied in the community outcomes.
- community affordability.

The level of service determines the amount of funding that is required to maintain, renew, and upgrade the road infrastructure to provide customers with the level of service provided. Changes in the level of service will impact on funding requirements.

## Key Projects

### Five Towns Trails

The Five Town Trails Project is an off-road recreational trail project that aims to connect the five townships in Wairarapa. The three Wairarapa councils have co-developed this project, with a goal of having a series of off-road recreational trails that increases outdoor recreation opportunities, improves public health, well-being, and lifestyles, and attracts more visitors to Wairarapa. This project aims to get more people more active more often, by providing safe, affordable, accessible year-round off-road recreation trail provision. Early concept plans have been developed and four priority trails have been identified including:

- Trail 1- Greytown to Carterton
- Trail 2- Carterton to Masterton
- Trail 3- Gladstone loop (including Dakins Road)
- Trail 4- Carterton urban loop.

This Ten Year Plan includes work beginning on Trail 1 (Greytown to Carterton). Detailed planning, route identification, costing, timing and consultation with landowners and the community would be completed before construction begins. The cost of the project is budgeted as \$295,000 plus interest and undertaken in 2021/22.

In our Consultation Document we included an estimate of costs for completion of all four trails (excluding bridges) of \$5.21 million. This is not included in this Ten Year Plan. We plan to consult on the further trails development during the 2024-34 Long Term Plan consultation.

### Eastern growth development

Council's most significant project is the eastern growth development and the inclusion of roads, footpaths and cycleways in planning for this. \$8.7m has been set aside in three tranches of expenditure in the years 2024/25, 2027/28 and 2030/31.

## How we will measure what we deliver

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
Safe roads	Change from previous year in number of fatal and serious injury crashes on local road network	1 fatal and 8 serious injury crashes	Fatal: decr or ≤1 incr, Serious injury: decr or ≤3 incr	Fatal: decr or ≤1 incr, Serious injury: decr or ≤3 incr	Fatal: decr or ≤1 incr, Serious injury: decr or ≤3 incr	Fatal: decr or ≤1 incr, Serious injury: decr or ≤3 incr	NZTA CAS <sup>7</sup> reports
Up-to date, 'fit for purpose' network and facilities	Compliance with maintenance contract response times	85%	90%	90%	90%	90%	Monthly contract reports
	Average quality of ride on the sealed local road network, measured by smooth travel exposure	98%	≥90%	≥90%	≥90%	≥90%	% VKT <sup>8</sup> smooth per NZTA report
	Percentage of the sealed local road network that is resurfaced	4%	≥5% <sup>9</sup>	≥5%	≥5%	≥5%	NZTA annual achievement report

<sup>7</sup> NZTA's Crash Analysis System

<sup>8</sup> Vehicle-kilometres travelled

<sup>9</sup> This activity is hard to control and is very weather dependent. Council is satisfied that a lower target of 5% is a more appropriate benchmark

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
	Percentage of footpaths compliant with condition standards	99.1%	≥95%	≥95%	≥95%	≥95%	Footpath survey
	Residents' satisfaction with the district's roads	42%	≥ 55% rate 7–10	≥ 55% rate 7–10	≥ 55% rate 7–10	≥ 55% rate 7–10	Annual survey of residents
	Residents' satisfaction with the district's cycleways	42%	≥ 55% rate 7–10	≥ 55% rate 7–10	≥ 55% rate 7–10	≥ 55% rate 7–10	Annual survey of residents
	Residents' satisfaction with the district's footpaths and walkways	42%	≥ 55% rate 7–10	≥ 55% rate 7–10	≥ 55% rate 7–10	≥ 55% rate 7–10	Annual survey of residents
Easy-to-see and understood traffic signs and markings	Regulatory signs repaired or replaced within 2 days of advice of a fault	50%	≥95%	≥95%	≥95%	≥95%	Contract reports
	Non-regulatory signs repaired or replaced within 21 days of advice of a fault	63%	≥70%	≥70%	≥70%	≥70%	Contract reports

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
	Road signs and markings found missing or not visible	5%	≤5%	≤5%	≤5%	≤5%	Contract reports (six-monthly safety inspections)
Response to service requests	Service requests relating to roads and footpaths responded to within 10 days	80%	≥70%	≥70%	≥70%	≥70%	Operational records
Lighting for safety, navigation, and security	Street lighting faults are repaired within 2 weeks	75%	≥80%	≥80%	≥80%	≥80%	Contract reports (monthly audits)

## Assets

### Existing Assets

Further information can be found in the *Roading Activity Management Plan*.

Roading component	Quantity	Units	Comment
Pavement <sup>10</sup> —sealed	Urban 37.5	km	Urban sealed Pavement area 367,534 m <sup>2</sup>
	Rural 273.5	km	Rural sealed pavement area 1,601,310 m <sup>2</sup>
Pavement—unsealed	Urban 0.15 Rural 158.3	km	Urban area 636 m <sup>2</sup> Unsealed pavement area 613,762 m <sup>2</sup>
Bridges	48	number	
Culverts > 3.4m <sup>2</sup>	55	number	Total clear opening (waterway area) greater than 3.4m <sup>2</sup>

<sup>10</sup> 'Pavement' is the road surface, not the footpath.

Road component	Quantity	Units	Comment
Culverts < 3.4m <sup>2</sup>	1,810	number	Total clear opening (waterway area) less than 3.4m <sup>2</sup>
Kerb and channel	49.5	km	Includes ditched and mountable
Catchpits	431	number	
Stormwater channel	194.8	km	
Guard rails	601	metres	
Sight rails	240	metres	
Footpaths	48.1	km	Pavement area 99,561 m <sup>2</sup>
Street lighting	1,114	number	377 managed for NZTA
Signs	1,937	number	

### Asset valuations

Valuation of the road infrastructural assets was undertaken by WSP Opus International Consultants Ltd as 30 June 2020. The valuation basis is optimised depreciated replacement cost, which is in accordance with generally accepted accounting practices.

Network component	Optimised replacement cost (\$)	Optimised depreciated replacement cost (\$)	Annual depreciation (\$)
Formation	66,173,627	66,173,627	-
Pavement	65,551,252	49,655,861	1,227,485
Drainage	21,357,730	12,075,209	356,102
Footpaths	8,887,898	4,443,949	145,698
Signs and markings	756,072	378,036	83,496
Traffic facilities	1,096,463	548,232	44,157
Bridges and culverts	50,367,842	20,680,203	412,698
Retaining walls	125,317	117,076	1,566
Street lighting	1,388,558	749,468	42,798
<b>Total</b>	<b>215,704,759</b>	<b>154,821,660</b>	<b>2,314,001</b>

### Maintenance and operating

Routine and programmed maintenance is the regular ongoing day-to-day work necessary to keep assets operating, including instances where portions of the assets fail and need immediate repair to make the asset operational again.

The combined roading maintenance contract is between the South Wairarapa, Carterton District Council and Fulton Hogan named Ruamāhanga Roads. The collaborative approach to maintenance of the roading network was formed in May 2019 after a review showed a collaborative approach would deliver a more efficient and cost-effective service.

It is expected that the impacts of future demand will be met by the allowances for renewal and capital works. Therefore, other than those changes required by NZTA policy changes, the required maintenance and operational costs associated with roads and footpaths are not expected to significantly change over the next ten years.

### Capital expenditure plan

Renewal expenditure is work that does not increase an asset's design capacity but restores, rehabilitates, or renews an existing asset to its original capacity. Capital works are those that create new assets or works that upgrade or improve an existing capacity. They may result from growth, social, or environmental needs. The assessment of future demand indicates that the demand for new works or upgrades to the roading infrastructure are likely to be for safety and network resilience works resulting from network inspections, safety audits and public feedback.

Capital expenditure in this group of activities in the next ten years are shown in the table on the following page.

### How the group of activities is funded

#### Capital

New capital expenditure and renewal of existing capital items for the Transportation Group of activities will be funded by depreciation, loans, or NZTA subsidy. Over the latter part of this Ten Year Plan, the depreciation reserve for roads and footpaths may be inadequate to fully fund renewals expenditure. We will monitor this annually and if necessary, will consider funding options other than loans to fund the activities.

**Annual costs**

The general approach to funding of the annual net services is that those who benefit (either directly or indirectly) should pay.

Net funding for this group of activities is by way of General Rates and NZTA subsidy. The programme for subsidised work is agreed with the NZTA, who administers the government roading subsidy programme. The current subsidy rate is 53%. This will decrease to 52% in 2022/23, reduce to 51% in 2023/24, and continue at that rate for the remaining period to 2030/31.

**Key assumptions and uncertainties**

- There will be an ongoing requirement for the provision of this activity.
- The demand for this activity will remain. However there is some uncertainty about how the service will be affected by changing government requirements, e.g. changes in NZTA directives/policies, changes in legislation, further changes in subsidies/funding criteria.

- Any further reductions in the NZTA subsidy rate are unlikely but possible. If the rate or dollar level of the subsidy decreases roading projects may be reprioritised or scaled down, or they be funded through a different source such as increased borrowing or rates.

**Significant negative effects and risks**

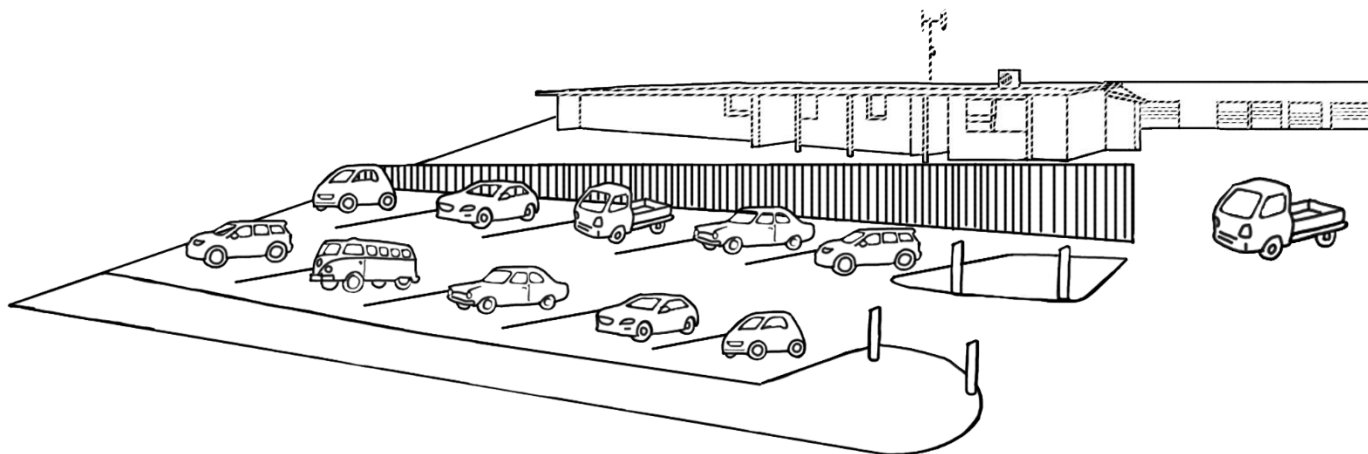
- It is possible that significant negative effects of this group of activities could arise.
- Council may incur additional repair and maintenance costs to roads, footpaths and/or trails caused by excessive use of heavy machinery, motor vehicle accidents, livestock movements and vandalism.
- While roads and footpaths are being constructed, maintained, or repaired, there is the possibility of reduced access to private property and commercial premises.
- The Council has procedures in place to manage the risks, including the use of traffic management plans for all works undertaken on roads.



**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF CAPITAL EXPENDITURE—TRANSPORTATION  
FOR THE TEN YEARS ENDING 30 JUNE**

Item	Carry Forward 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	30 J
Unsealed road metalling		440,000	448,800	462,623	
Sealed road reseals		448,200	457,164	471,244	
Kerb and channel replacement		165,000	168,300	173,483	
Pavement rehabilitation		340,596	347,408	358,108	
Components structures		70,892	72,310	74,537	
Traffic services		72,406	73,854	76,129	
Footpath resurfacing		140,000	142,800	147,198	
Minor improvements	52,150	1,150,000	760,000	661,935	
Urban Growth Strategy		-	-	-	
5 Towns Trail		295,000	-	-	

*Carry Forward reflects the potential underspend on approved projects that will be ti*



**CARTERTON DISTRICT COUNCIL****PROSPECTIVE FUNDING IMPACT STATEMENT - TRANSPORTATION  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Sources of Operating Funding</b>											
General rates, UAGC, rates penalties	2,133,835	2,543,925	2,672,237	2,984,389	3,145,256	3,334,188	3,785,304	3,890,367	3,882,821	4,398,407	4,631,674
Targeted rates	-	-	-	-	-	-	-	-	-	-	-
Subsidies and grants for operational purposes	903,003	861,240	861,869	868,920	891,782	913,846	936,699	959,498	984,041	1,010,121	1,037,845
Fees and charges	23,800	-	-	-	-	-	-	-	-	-	-
Internal charges and overheads recovered	-	-	-	-	-	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees and other	77,000	134,000	148,920	153,089	157,113	160,995	165,019	169,044	173,357	177,957	182,844
<b>Total operating funding</b>	<b>3,137,638</b>	<b>3,539,165</b>	<b>3,683,026</b>	<b>4,006,397</b>	<b>4,194,152</b>	<b>4,409,028</b>	<b>4,887,022</b>	<b>5,018,909</b>	<b>5,040,219</b>	<b>5,586,484</b>	<b>5,852,363</b>
<b>Applications of Operating Funding</b>											
Payments to staff and suppliers	2,131,443	2,071,145	2,163,568	2,171,099	2,226,617	2,280,516	2,336,592	2,393,086	2,453,794	2,518,577	2,587,435
Finance costs	33,184	12,984	14,120	13,042	31,896	50,749	49,672	70,139	90,607	89,529	111,865
Internal charges and overheads applied	339,938	355,908	370,389	385,212	392,895	403,774	418,682	424,195	437,002	451,080	457,250
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
<b>Total applications of operating funding</b>	<b>2,504,565</b>	<b>2,440,037</b>	<b>2,548,077</b>	<b>2,569,354</b>	<b>2,651,408</b>	<b>2,735,039</b>	<b>2,804,946</b>	<b>2,887,420</b>	<b>2,981,402</b>	<b>3,059,186</b>	<b>3,156,550</b>
<b>Surplus/(deficit) of operating funding</b>	<b>633,073</b>	<b>1,099,128</b>	<b>1,134,950</b>	<b>1,437,043</b>	<b>1,542,744</b>	<b>1,673,989</b>	<b>2,082,076</b>	<b>2,131,489</b>	<b>2,058,817</b>	<b>2,527,298</b>	<b>2,695,812</b>
<b>Sources of Capital Funding</b>											
Subsidies and grants for capital expenditure	946,997	1,498,360	1,284,731	1,236,880	1,269,218	1,301,554	1,336,201	1,372,002	1,408,959	1,449,379	1,490,955
Development and financial contributions	132,051	191,200	193,800	196,400	451,444	464,081	476,283	488,048	500,249	512,450	525,523
Increase/(decrease) in debt	(101,883)	208,438	(86,562)	(86,562)	2,437,971	(219,432)	(219,432)	2,509,544	(363,062)	(363,062)	2,602,517
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
<b>Total sources of capital funding</b>	<b>977,165</b>	<b>1,897,998</b>	<b>1,391,969</b>	<b>1,346,719</b>	<b>4,158,633</b>	<b>1,546,204</b>	<b>1,593,052</b>	<b>4,369,595</b>	<b>1,546,146</b>	<b>1,598,768</b>	<b>4,618,996</b>
<b>Applications of Capital Funding</b>											
Capital expenditure - meet additional demand	-	52,150	-	-	2,657,403	-	-	2,872,606	-	-	3,121,662
Capital expenditure - improve level of service	-	295,000	-	-	-	-	-	-	-	-	-
Capital expenditure - replace existing assets	2,021,500	2,827,094	2,470,636	2,425,256	2,488,662	2,552,067	2,620,002	2,690,201	2,762,664	2,841,921	2,923,442
Increase/(decrease) in reserves	(411,263)	(177,118)	56,283	358,506	555,312	668,126	1,055,126	938,277	842,299	1,284,145	1,269,704
Increase/(decrease) of investments	-	-	-	-	-	-	-	-	-	-	-
<b>Total application of capital funding</b>	<b>1,610,237</b>	<b>2,997,126</b>	<b>2,526,919</b>	<b>2,783,762</b>	<b>5,701,377</b>	<b>3,220,193</b>	<b>3,675,128</b>	<b>6,501,083</b>	<b>3,604,963</b>	<b>4,126,066</b>	<b>7,314,808</b>
<b>Surplus/(deficit) of capital funding</b>	<b>(633,073)</b>	<b>(1,099,128)</b>	<b>(1,134,950)</b>	<b>(1,437,043)</b>	<b>(1,542,744)</b>	<b>(1,673,989)</b>	<b>(2,082,076)</b>	<b>(2,131,489)</b>	<b>(2,058,817)</b>	<b>(2,527,298)</b>	<b>(2,695,812)</b>
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Wastewater Group

This group activity includes Wastewater. Services provided include the management of the urban reticulated sewerage system, pumping stations, sewage treatment plant, sewage disposal service for the Waingawa Industrial Zone, and the management of the impact of any discharge into the environment.

The urban reticulated sewerage system and treatment facilities contribute to a range of objectives.

Effective collection and disposal of treated sewage contributes to community health and minimises public health risk. Effective sewerage reticulation supports a vigorous residential and commercial community. Reticulation and sewage treatment infrastructure capable of meeting resource consent requirements minimises adverse impacts on the environment.

### Strategic direction—future demand and sustainability

#### Sewage treatment and disposal

A resource consent for the discharge of treated sewage from the Daleton Farm treatment plant was granted in 2017 for 35 years. Within the conditions of the consent was construction of holding ponds to store wastewater. This will allow an increase in the holding capacity of storage of treated sewage, irrigation to land as much as possible, and the discharge of treated wastewater to Mangatāre Stream in times of high flow only. The long-term vision is to remove discharges into waterways completely.

The Wastewater Treatment Plant Upgrade Project is currently underway, with the lining of the ponds, nearly complete. The following stage is also underway, which involves pipework connecting from the treatment plant to the storage ponds. Our website has further information and updates on the project, see <https://cdc.govt.nz/wastewaterupgrade/>

#### Infiltration into the reticulation system

Under extreme or extended rainfall conditions, the inflow to the treatment plant increases many-fold that which would be normally expected from community use. This is caused by unusually high ground water levels infiltrating sewerage pipes that are damaged or worn. This

highly impacts the demand on the reticulation and treatment infrastructure. Sewerage in areas of high infiltration are given priority in the capital works programme.

#### Waingawa

The Waingawa Industrial Zone is the largest area of undeveloped land in the Wellington region. A structure plan for Waingawa is integrated into the Wairarapa Combined District Plan.

The rate at which the land at Waingawa will be developed is difficult to forecast. For potable water and sewerage services, the Council has an agreement with Masterton District Council to provide services to Waingawa. However the capacity of the pipeline from Masterton is only sufficient for a mix of light and medium industries. Separate arrangements will need to be made for industries that require significant volumes of water.

#### Population trends

A 2021 base population figure of 9,987 has been used. There will a total population increase of 13.7 percent over the ten years to 2031. More detail can be found in the 'Significant Forecasting Assumptions.

#### Industrial growth

Significant heavy industrial growth is not anticipated to occur within Carterton township as provision for such growth and land use is provided in the Waingawa Industrial Zone. Future growth in light industrial activities will be provided for as part of the Eastern Growth Area.

#### Legislative change

Legislative change can significantly affect the Council's ability to meet minimum levels of service, with change likely to require improvements to infrastructure. This is not forecast to occur in the short to medium-term.

The outcome of Greater Wellington Regional Council's Natural Resources Plan and Waitū processes may result in regulations and environmental standards that may require higher quality discharge. The development underway in accordance with the 35-year resource consent provides for meeting any foreseeable changes to standards.

## Contribution to community outcomes

The Wastewater Group of activities contributes towards the following community outcomes:

- Safe and resilient water supply, wastewater, and stormwater systems’.
- Healthy and sustained waterways

## What we will deliver

The Council’s continued involvement in sewerage and the treatment and disposal of sewage, and associated ownership of assets, is contained in the:

- Local Government Act 2002 (Section 130), which requires the Council to continue to provide wastewater and sanitary services and maintain its capacity to do so.
- Health Act 1956 and subsequent amendments, which require the Council to provide adequate sanitary works, the definition of which includes ‘sanitary services’.

The urban reticulated sewerage network is managed under the *Asset Management Plan—Wastewater*, which sets out the targets for asset condition, performance, and levels of service.

In Waingawa, sewerage services are provided by the Carterton District Council, who has an agreement with Masterton District Council to treat and dispose of the sewage.

The level of service for the sewerage and treatment infrastructure has been developed taking into account the following general considerations:

- community expectations and the Council’s response to customer feedback.
- legislative and consent requirements.
- sustainable health and environmental matters embodied in the community outcomes.
- impacts of climate change over time.
- community affordability.

The level of service determines the amount of funding that is required to maintain, renew, and upgrade the sewerage infrastructure to provide customers with the level of service provided. Changes in the level of service will impact on funding requirements.

## Key projects

Council's most significant project is the eastern growth development and the inclusion of reticulated wastewater in planning for this. \$2.43m has been set aside in three tranches of expenditure in the years 2024/25, 2027/28 and 2030/31.

We are not planning any other major projects over the next ten years but will continue with our renewals programme.

## How we will measure what we deliver

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
System and adequacy	Number of dry weather sewerage overflows per 1000 connections	0	≤5	≤5	≤5	≤5	Operational records
Management of environmental impacts (compliance with resource consent conditions)	Number of abatement notices	0	≤ 1	≤ 1	≤ 1	≤ 1	Operational records
	Number of infringement notices	0	0	0	0	0	Operational records
	Number of enforcement orders	0	0	0	0	0	Operational records
	Number of convictions	0	0	0	0	0	Operational records
Response to sewerage system faults <sup>11</sup>	Median attendance time <sup>12</sup>	0.5 hours	≤ 1 hour	≤ 1 hour	≤ 1 hour	≤ 1 hour	Operational records

<sup>11</sup> sewerage overflows resulting from a blockage or other fault in the territorial authority’s sewerage system

<sup>12</sup> from the time that the Council receives notification to the time that service personnel reach the site.

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
	Median resolution time <sup>13</sup>	3.25 hours	≤ 4 hours	≤ 4 hours	≤ 4 hours	≤ 4 hours	Operational records
Customer satisfaction	Total number of complaints received per 1000 connections <sup>14</sup>	7	≤20	≤20	≤20	≤20	Operational records
	Residents' satisfaction with the town's sewerage system	80%	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	Annual survey of residents

## Assets

Further information can be found in the *Asset Management Plan—Wastewater*.

## Existing assets

The urban reticulation system consists of:

- Domestic pipes on private land—2,666 connections with a total of 21.2km identified lateral pipe connections to wastewater mains.
- Pipes and manholes of the municipal system— 44.9 km of underground pipes ranging in size from 50 mm to 380 mm diameter, and 551 manholes.
- 17 pump stations located throughout the urban area to lift sewage from low-lying areas up into the gravity network.

The current sewage treatment plant comprises a contra-shear, a clarifier, a sludge digester, three -oxidation ponds operating in two stages, 16 wetland plots, and an ultra-violet

disinfection unit. Treated wastewater is then discharged either to land via a centre-pivot irrigator or a stream that flows into the Mangatāre Stream.

## Asset valuations

Valuation of the sewerage and treatment infrastructural assets was undertaken by WSP Opus International Consultants as at 30 June 2019. The valuation basis is optimised depreciated replacement cost, which is in accordance with generally accepted accounting practices.

Replacement cost is the cost of rebuilding the existing asset to an equivalent level of service. The assets have been depreciated on a straight line basis over the economic life of the asset.

Network component	Optimised replacement cost (\$)	Optimised depreciated replacement cost (\$)	Annual depreciation (\$)
Reticulation	10,677,021	4,429,884	132,614
Sewer fittings	2,375,927	1,107,996	29,699
Pump stations	678,953	386,256	19,710
Sewage treatment plant	3,433,988	1,390,724	82,436
Sewerage upgrade	1,154,763	429,977	48,319
<b>Total</b>	<b>18,931,073</b>	<b>7,849,765</b>	<b>337,099</b>

## Maintenance and operating

Routine and programmed maintenance is the regular ongoing day-to-day work necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the asset operational again. Routine maintenance work is carried out by the Council's Operations staff for work required in the Carterton district.

<sup>13</sup> from the time that the territorial authority receives notification to the time that service personnel confirm resolution

<sup>14</sup> total number of complaints received about: sewage odour; sewerage system faults; sewerage system blockages; and the Council's response to issues with its sewerage system, expressed per 1000 connections to the territorial authority's sewerage system.

## Capital expenditure plan

Renewal expenditure is work that does not increase an asset's design capacity but restores, rehabilitates, or renews an existing asset to its original capacity. Capital works are those that create new assets or works that upgrade or improve an existing capacity. They may result from growth, social, or environmental needs.

Capital expenditure in this group of activities in the next ten years are shown in the table on page 61.

These include the final construction costs associated with the wastewater treatment plant upgrade as well as the wastewater costs associated with the 3-stage development of the eastern growth plan. The eastern growth infrastructure outlay costs will be offset by financial contributions from the developers.

## How the group of activities is funded

### Capital

New capital and renewal of existing capital items for the sewerage group of activities will be funded by way of the annual depreciation provision and/or by loans.

Loans have been used for the design and construction of the storage reservoirs. During the terms of these loans, rates will fund the principal repayment and interest expense, after which rates will fully fund the annual depreciation expense.

## Department of Internal Affairs COVID grant funding

In October 2020 DIA released grant funding of \$1.84m to Carterton District Council to enable 'shovel ready' projects that were already in Council's annual or long-term plans to be brought forward.

The wastewater project chosen was the renewal of the wastewater pipe in Dalefield Road at \$500,000. This work is due for completion in 2021/22.

## Annual costs

The general approach to funding of the annual net services is that those who benefit (either directly or indirectly) should pay.

The Council has deemed that provision of the urban sewerage services provide a public benefit to the whole district and 10 percent (of the balance required) of the cost of delivering the service is charged by way of General Rates across all property owners in the district. The balance of funds required comes from Targeted Rates and fees charges as follows:

- Owners of residential properties that are connected to the public sewerage system pay a set targeted rate for sewage disposal.
- All other properties that can be connected directly or through a private drain to the public sewerage system pay a set targeted rate on the basis that they can be connected
- User fees and charges (trade waste users).

Similarly, the provisions of sewerage services for Waingawa provides a benefit to the whole district and 10 percent of the cost of delivering the service is charged by way of general rates across all property owners in the district. The balance of funds required comes from targeted rates as follows:

- A targeted rate of a fixed amount on every separately used or inhabited part of a rating unit that is connected to the Waingawa Sewerage service.
- A rate based on capital value on all properties connected or able to be connected to the Waingawa Sewerage Service.

## Key assumptions and uncertainties

- Sewerage assets will remain in Council ownership and that there will be an ongoing requirement for this activity.
- The demand for this activity will gradually increase over time.
- Maintenance works will continue to be delivered by the Council's Operations Department. Renewal, upgrade, and new works will normally be completed by contractors selected by competitive tender or day work rates.

- That in the short to medium term the supply of services to Waingawa from Masterton District Council will be adequate.

**Significant negative effects and risks**

- It is possible that significant negative effects of this group of activities could arise.
- Council can incur additional costs from an overloaded wastewater system caused by unusually high volumes of trade waste, disposal of toxic substances, or illegal stormwater connections.
- There are health and safety risks associated with the sewerage network, the treatment and disposal of sewage, and overflow incidents. Infrastructure failure could result in loss of income and business. The Council has procedures in place to manage these risks, and has qualified people operating the network.
- The disposal of treated wastewater to ground or river may impact on the groundwater and river water values. There may be community concerns about waterway health and associated values arising from the disposal of treated waste. The Council is satisfied that these risks have been adequately addressed in the resource consent, through the consent conditions. This includes the requirement for ongoing monitoring and reporting.

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF CAPITAL EXPENDITURE—WASTEWATER  
FOR THE TEN YEARS ENDING 30 JUNE**

Item	Carry Forward 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
Reticulation network	730,000	539,652	1,651,689	2,001,867	879,966	46,468	245,910	132,987	283,706	101,028	53,230
Urban Growth Strategy		-	-	-	746,257	-	-	806,691	-	-	876,631
Treatment Plant	1,448,000	406,000	121,380	15,771	86,312	98,469	56,792	23,326	59,885	24,641	25,348
Treatment Plant - wetlands		6,000	6,120	6,308	17,262	6,638	6,815	6,998	7,186	7,392	7,604

*Carry Forward reflects the potential underspend on approved projects that will be transferred to 2021/22 for completion*



**CARTERTON DISTRICT COUNCIL****PROSPECTIVE FUNDING IMPACT STATEMENT - WASTEWATER  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Sources of Operating Funding</b>											
General rates, UAGC, rates penalties	227,185	253,753	290,203	305,236	330,290	344,736	349,375	359,318	364,494	373,830	390,893
Targeted rates	2,044,664	2,283,775	2,611,828	2,747,124	2,972,607	3,102,622	3,144,378	3,233,860	3,280,448	3,364,466	3,518,039
Subsidies and grants for operational purposes	-	-	-	-	-	-	-	-	-	-	-
Fees and charges	427,852	450,000	459,000	471,848	484,254	496,216	508,622	521,027	534,319	548,496	563,560
Internal charges and overheads recovered	-	-	-	-	-	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees and other	-	12,151	12,505	13,015	13,834	14,663	15,519	16,365	17,252	18,129	19,009
<b>Total operating funding</b>	<b>2,699,701</b>	<b>2,999,678</b>	<b>3,373,536</b>	<b>3,537,224</b>	<b>3,800,984</b>	<b>3,958,237</b>	<b>4,017,895</b>	<b>4,130,570</b>	<b>4,196,513</b>	<b>4,304,921</b>	<b>4,491,501</b>
<b>Applications of Operating Funding</b>											
Payments to staff and suppliers	886,578	906,827	924,964	949,969	972,652	995,058	1,018,559	1,042,674	1,068,774	1,096,655	1,126,316
Finance costs	406,399	127,795	193,967	189,319	190,350	191,518	187,009	188,421	189,836	185,296	187,334
Internal charges and overheads applied	551,988	771,699	807,886	842,888	859,792	885,136	920,979	929,031	951,167	983,226	994,191
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
<b>Total applications of operating funding</b>	<b>1,844,965</b>	<b>1,806,321</b>	<b>1,926,817</b>	<b>1,982,175</b>	<b>2,022,794</b>	<b>2,071,711</b>	<b>2,126,548</b>	<b>2,160,126</b>	<b>2,209,777</b>	<b>2,265,176</b>	<b>2,307,841</b>
<b>Surplus/(deficit) of operating funding</b>	<b>854,736</b>	<b>1,193,357</b>	<b>1,446,719</b>	<b>1,555,049</b>	<b>1,778,190</b>	<b>1,886,525</b>	<b>1,891,347</b>	<b>1,970,444</b>	<b>1,986,736</b>	<b>2,039,744</b>	<b>2,183,660</b>
<b>Sources of Capital Funding</b>											
Subsidies and grants for capital expenditure	-	-	-	-	-	-	-	-	-	-	-
Development and financial contributions	66,026	95,600	96,900	98,200	225,722	232,041	238,141	244,024	250,125	256,225	262,762
Increase/(decrease) in debt	2,152,424	8,660,480	(782,760)	(782,887)	(63,852)	(804,248)	(822,114)	(55,925)	(862,787)	(851,246)	(30,935)
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	256,250	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
<b>Total sources of capital funding</b>	<b>2,218,450</b>	<b>9,012,330</b>	<b>(685,860)</b>	<b>(684,687)</b>	<b>161,870</b>	<b>(572,207)</b>	<b>(583,973)</b>	<b>188,099</b>	<b>(612,662)</b>	<b>(595,021)</b>	<b>231,827</b>
<b>Applications of Capital Funding</b>											
Capital expenditure - meet additional demand	-	-	-	-	746,257	-	-	806,691	-	-	876,631
Capital expenditure - improve level of service	1,849,625	1,770,000	6,120	6,308	17,262	24,341	6,815	6,998	7,186	19,713	7,604
Capital expenditure - replace existing assets	375,232	1,359,652	1,773,069	2,017,638	966,278	127,235	302,702	156,312	343,591	113,349	78,578
Increase/(decrease) in reserves	848,329	7,076,035	(1,018,331)	(1,153,585)	210,263	1,162,743	997,857	1,188,542	1,023,297	1,311,662	1,452,673
Increase/(decrease) of investments	-	-	-	-	-	-	-	-	-	-	-
<b>Total application of capital funding</b>	<b>3,073,186</b>	<b>10,205,688</b>	<b>760,859</b>	<b>870,362</b>	<b>1,940,060</b>	<b>1,314,318</b>	<b>1,307,374</b>	<b>2,158,543</b>	<b>1,374,074</b>	<b>1,444,724</b>	<b>2,415,487</b>
<b>Surplus/(deficit) of capital funding</b>	<b>(854,736)</b>	<b>(1,193,357)</b>	<b>(1,446,719)</b>	<b>(1,555,049)</b>	<b>(1,778,190)</b>	<b>(1,886,525)</b>	<b>(1,891,347)</b>	<b>(1,970,444)</b>	<b>(1,986,736)</b>	<b>(2,039,744)</b>	<b>(2,183,660)</b>
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Stormwater Drainage Group

This group activity includes Stormwater Drainage. The services include managing the urban stormwater system (including street kerb collection and piped or open drains) and identifying flood prone areas, reviewing known trouble areas, and developing cost-effective solutions.

The Council provides the stormwater system to provide effective collection and disposal of surface water from various areas that are serviced within the Carterton urban area.

Complying with resource consents protects the environment and ensures the resource is being used sustainably.

Residents feel safe as the possibility of flooding during storm events is reduced and they know that their enquiries will be responded to in a specified time frame.

Infrastructure is capable of reducing the impacts of flooding to people and property.

Development is managed to ensure appropriate provision for stormwater drainage.

### Strategic direction—future demand and sustainability

#### Climate change

Modelling of climate change predicts that we will experience an increase in weather extremes. Increases in the frequency of high intensity rainfall events may result in significant inundation from flooding.

Wherever there is reticulated stormwater infrastructure replacement the opportunity is taken to increase the carrying capacity of the pipework to account for potential climate changes. New planned works are also designed with greater expectation of additional capacity requirements.

#### Population trends

A 2021 base population figure of 9,987 has been used. There will a total population increase of 13.7 percent over the ten years to 2031. More detail can be found in the 'Significant Forecasting Assumptions.

#### Industrial growth

Significant heavy industrial growth is not anticipated to occur within Carterton township as provision for such growth and land use is provided in the Waingawa Industrial Zone. Future growth in light industrial activities will be provided for as part of the Eastern Growth Area.

#### Legislative change

Legislative change can significantly affect the Council's ability to meet minimum levels of service with change likely to requirement improvements to infrastructure. The outcome of Greater Wellington Regional Council's Natural Resources Plan and Waitūātea processes may result in regulations and environmental standards that may require higher quality discharge.

#### Water race network

The Carrington and Taratahi water race systems play an important role in the rural areas near Carterton township in carrying excess water during a high rainfall event.

#### Contribution to community outcomes

The Stormwater Group activity contributes towards the following community outcomes:

- Safe and resilient water supply, wastewater, and stormwater systems
- Healthy and sustained waterways

#### What we will deliver over the next ten years

The urban reticulated stormwater network is managed under the *Asset Management Plan—Stormwater*, which sets out the asset condition, performance, and levels of service.

The levels of service for the stormwater asset have been developed taking into account the following general considerations:

- community expectations and the Council's response to customer feedback.

- consent requirements.
- sustainable health and environmental matters embodied in the community outcomes.
- impacts of climate change over time.
- community affordability.

The levels of service determine the amount of funding that is required to maintain, renew, and upgrade the stormwater infrastructure to provide customers and the wider community with the level of service provided. Changes in any level of service will impact on funding requirements.

The first stage monitoring consent (5-year term) is being developed under the regional council's Proposed Natural Resources Plan. Funding has been set aside to improve the treatment of stormwater before discharge in anticipation following the monitoring consent.

It is also planned to replace the drain on the town's east boundary over a period of ten years starting in 2022/23.

## Key Projects

Council's most significant project is the eastern growth development and the inclusion of reticulated stormwater in planning for this. \$2.7m has been set aside in three tranches of expenditure in the years 2024/25, 2027/28 and 2030/31.



## How we will measure what we deliver

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
System and adequacy	Number of flooding events <sup>15</sup>	None	≤1	≤1	≤1	≤1	Operational records
	For each flooding event, the number of habitable floors affected, per 1000 properties connected.	None	≤1	≤1	≤1	≤1	Operational records
Management of environmental impacts (compliance with resource consent conditions)	Number of abatement notices	0	0	0	0	0	Operational records
	Number of infringement notices	0	0	0	0	0	Operational records
	Number of enforcement orders	0	0	0	0	0	Operational records
	Number of convictions	0	0	0	0	0	Operational records
Response to stormwater system issues	The median response time <sup>16</sup> to attend a flooding event	None	≤ 3 hours	≤ 3 hours	≤ 3 hours	≤ 3 hours	Operational records
Customer satisfaction	Total number of complaints <sup>17</sup> received per 1000 properties connected	2	≤10	≤10	≤10	≤10	Operational records

<sup>15</sup> an overflow of stormwater from the Council's stormwater system that enters a habitable floor

<sup>16</sup> measured from the time that the Council receives notification to the time that service personnel reach the site

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
	Residents' satisfaction with the district's stormwater systems	60%	≥ 60% rate 7–10	≥ 60% rate 7–10	≥ 60% rate 7–10	≥ 60% rate 7–10	Annual survey of residents

## Assets

Further information can be found in the *Asset Management Plan—Stormwater*.

## Existing assets

- 19 km of piped stormwater reticulation in the urban area ranging in diameter from 100 mm up to 1200 mm.
- 487 catch pits or 'sumps' and 217 manholes.
- 10 km of open drain in the urban area.
- about 20 km of open drain in the rural area, some of which also forms part of the rural water race network.

## Asset valuations

Valuation of the infrastructural assets for stormwater was undertaken by WSP Opus International Consultants Ltd as at 30 June 2019. The valuation basis is optimised depreciated replacement cost, which is in accordance with generally accepted accounting practice.

Replacement cost is the cost of rebuilding the existing asset to an equivalent level of service. The assets have been depreciated on a straight line basis over the economic life of the asset.

Network component	Optimised replacement cost (\$)	Optimised depreciated replacement cost (\$)	Annual depreciation (\$)
Reticulation	8,410,511	5,641,109	86,985
Open drains	447,433	324,798	2,237
Manholes	1,039,942	794,871	10,399
Sumps	564,612	394,542	5,646
Soak pit chambers	314,519	284,488	3,145
<b>Total</b>	<b>10,777,017</b>	<b>7,439,808</b>	<b>108,413</b>

## Maintenance and operating

Routine and programmed maintenance is the regular ongoing day-to-day work necessary to keep assets operating, including instances where portions of the assets fail and need immediate repair to make the asset operational again. Routine maintenance is carried out by the Council's Operations Department staff.

## Capital expenditure plan

Renewal expenditure is work that does not increase an asset's design capacity but restores, rehabilitates, or renews an existing asset to its original capacity. Capital works are those that create new assets or works that upgrade or improve an existing capacity. They may result from growth, social, or environmental needs.

Capital expenditure in this group of activities in the next ten years are shown in the table on the following page.

Capital has been set aside for the requirements for stormwater treatment under the Greater Regional Council's Natural Resources Plan. In addition, there are the planned costs associated with the 3-stage development of the eastern growth plan. The eastern growth infrastructure outlay costs will be offset by financial contributions from the developers.

## How the group of activities is funded

### Capital

New capital expenditure and the renewal of capital items for the stormwater activity will be funded by way of the annual depreciation provisions and by loans.

### Annual costs

The general approach to funding of the annual net services is that those who benefit (either directly or indirectly) should pay.

The Council has deemed that provision of the stormwater service provides a public benefit to the whole district of 10 percent of the cost of delivering the service. This is charged by way of General Rate across all property owners in the district.

The balance of the funds required (90%) come from Targeted Rates applied to owners of property in the urban area calculated on land value.

## Key assumptions and uncertainties

- Stormwater assets will remain in Council ownership and that there will be an ongoing requirement for this activity.
- Demand for this activity will gradually increase over time.
- Maintenance works will continue to be delivered by the Council's Operations Department. Renewal, upgrade, and new works will normally be completed by contractors selected by competitive tender or day work rates.

## Significant negative effects and risks

It is possible that significant negative effects of this group of activities could arise.

- Council can incur additional costs from pollutants added to the stormwater system.
- There are health and safety risks associated with operating the stormwater network and flooding incidents. Infrastructure failure could result in loss of income and business.

Ongoing capacity risks will be addressed through a review of the stormwater system. The system will continue to be maintained, including ensuring blockages are cleared, on a regular basis.

- The effects of contaminated stormwater could impact on the groundwater and riverwater values. There may be community concerns about waterway health and associated values arising from the disposal of stormwater containing contaminants. These risks will be addressed by the resource consent.

## CARTERTON DISTRICT COUNCIL

### PROSPECTIVE STATEMENT OF CAPITAL EXPENDITURE—STORMWATER FOR THE TEN YEARS ENDING 30 JUNE

Item	Carry Forward 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	30 J
Reticulation network	300,000	-	102,000	105,141	
Urban Growth Strategy		-	-	-	
Treatment		-	102,000	315,424	
Resource Consent	63,750	-	-	-	

*Carry Forward reflects the potential underspend on approved projects that will be ti*

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE FUNDING IMPACT STATEMENT - STORMWATER  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Sources of Operating Funding</b>											
General rates, UAGC, rates penalties	25,945	29,381	31,164	32,235	34,607	38,314	39,862	43,098	45,505	46,556	49,062
Targeted rates	233,504	264,425	280,478	290,117	311,465	344,823	358,759	387,885	409,545	419,000	441,554
Subsidies and grants for operational purposes	-	-	-	-	-	-	-	-	-	-	-
Fees and charges	-	-	-	-	-	-	-	-	-	-	-
Internal charges and overheads recovered	-	-	-	-	-	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees and other	-	2,799	2,911	3,073	3,392	3,719	4,057	4,389	4,736	5,072	5,402
<b>Total operating funding</b>	<b>259,449</b>	<b>296,605</b>	<b>314,553</b>	<b>325,425</b>	<b>349,464</b>	<b>386,856</b>	<b>402,678</b>	<b>435,372</b>	<b>459,786</b>	<b>470,628</b>	<b>496,018</b>
<b>Applications of Operating Funding</b>											
Payments to staff and suppliers	75,237	79,590	81,182	83,347	85,261	87,172	89,185	91,272	93,540	95,964	98,545
Finance costs	18,472	-	-	-	6,227	12,455	12,455	19,187	25,919	25,919	33,234
Internal charges and overheads applied	66,379	93,803	98,191	102,461	104,520	107,609	111,982	112,948	115,642	119,557	120,875
Other operating funding applications	-	-	-	-	-	-	-	-	-	-	-
<b>Total applications of operating funding</b>	<b>160,088</b>	<b>173,393</b>	<b>179,373</b>	<b>185,808</b>	<b>196,009</b>	<b>207,236</b>	<b>213,622</b>	<b>223,406</b>	<b>235,100</b>	<b>241,439</b>	<b>252,654</b>
<b>Surplus/(deficit) of operating funding</b>	<b>99,361</b>	<b>123,212</b>	<b>135,180</b>	<b>139,616</b>	<b>153,455</b>	<b>179,620</b>	<b>189,056</b>	<b>211,966</b>	<b>224,686</b>	<b>229,188</b>	<b>243,364</b>
<b>Sources of Capital Funding</b>											
Subsidies and grants for capital expenditure	-	-	-	-	-	-	-	-	-	-	-
Development and financial contributions	13,205	19,100	19,400	19,700	45,097	46,360	47,578	48,754	49,973	51,191	52,497
Increase/(decrease) in debt	(42,799)	-	-	-	788,813	(41,516)	(41,516)	811,177	(86,395)	(86,395)	840,227
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
<b>Total sources of capital funding</b>	<b>(29,594)</b>	<b>19,100</b>	<b>19,400</b>	<b>19,700</b>	<b>833,910</b>	<b>4,843</b>	<b>6,062</b>	<b>859,931</b>	<b>(36,422)</b>	<b>(35,204)</b>	<b>892,724</b>
<b>Applications of Capital Funding</b>											
Capital expenditure - meet additional demand	-	-	102,000	315,424	830,330	-	-	897,572	-	-	975,392
Capital expenditure - improve level of service	186,425	-	-	-	-	-	-	-	-	-	-
Capital expenditure - replace existing assets	133,375	363,750	102,000	105,141	-	110,639	283,961	116,628	-	123,205	-
Increase/(decrease) in reserves	(250,033)	(221,438)	(49,420)	(261,250)	157,036	73,824	(88,843)	57,697	188,263	70,779	160,697
Increase/(decrease) of investments	-	-	-	-	-	-	-	-	-	-	-
<b>Total application of capital funding</b>	<b>69,767</b>	<b>142,312</b>	<b>154,580</b>	<b>159,316</b>	<b>987,365</b>	<b>184,464</b>	<b>195,117</b>	<b>1,071,897</b>	<b>188,263</b>	<b>193,984</b>	<b>1,136,089</b>
<b>Surplus/(deficit) of capital funding</b>	<b>(99,361)</b>	<b>(123,212)</b>	<b>(135,180)</b>	<b>(139,616)</b>	<b>(153,455)</b>	<b>(179,620)</b>	<b>(189,056)</b>	<b>(211,966)</b>	<b>(224,686)</b>	<b>(229,188)</b>	<b>(243,364)</b>
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Waste Management Group

This group of activities includes Refuse Collection and Recycling, and the Transfer Station. Services include:

### Refuse and Recycling Collection

- provision of a weekly kerbside refuse and recycling collection.
- daily collection of refuse from street refuse bins in the CBD and other public spaces.
- promotion of waste minimisation and recycling.

### Transfer Station

- management of the Dalefield Road Transfer Station facilities.

Waste management is essential for the health, well-being, and quality of life of the Carterton community.

A regular kerbside collection and transfer station service for the disposal of residual solid waste minimises environmental impacts and protects the health of Carterton residents.

The level of residual waste is further reduced through the adoption of waste minimisation practices and promotion.

An accessible transfer station protects the environment by minimising fly dumping.

### Strategic direction—future demand and sustainability

The Waste Minimisation Act 2008 deals with waste. Its purpose is to encourage a reduction in the amount of waste we generate and dispose of, in New Zealand and lessen the environmental harm of waste. Under the Act, councils are required to have a Waste Management and Minimisation Plan. It must contain a summary of the council's objectives, policies, methods, and funding to 'achieve effective and efficient waste management and minimisation within the territorial authority's district'.

The city and district councils of the Wellington region jointly prepared and adopted the *Waste Management and Minimisation Plan 2017–2023*. In doing so, the councils recognised that they do not control much of the waste stream in the region, since large volumes of waste are produced and managed by the private sector.

The primary goal of the Waste Management and Minimisation Plan is to reduce the total quantity of waste sent to landfill by one-third by 2026, by undertaking joint regional actions and aligned individual council actions. These include communications and education to inspire households and communities, developing a resource recovery network, consistent by-laws, and research on various waste management issues.

The Waste Management and Minimisation Plan considers waste and diverted materials in keeping with the order of priority stated in the Act—namely reduction, reuse, recycling, recovery, treatment, and disposal.

Under the Act, a waste levy is charged on all waste disposed of in a landfill. This levy will be used by government to improve waste minimisation. Half the levy money goes to territorial authorities, on a population basis, so that they can improve waste minimisation in their areas. The other half is put into a contestable fund for waste minimisation projects.

The Council on-charges the waste levy payable through the entry fees at the transfer station. It is also included in the costs covered by the urban refuse collection rate.

Carterton, Masterton, and South Wairarapa district councils share Wairarapa-wide waste management services and waste minimisation actions, including kerbside collection of waste and recycling and waste minimisation education programmes. This is co-ordinated through the shared role of Zero Waste Co-ordinator.

Waste from kerbside collection has increased slightly, while the volume of recycling is increasing by a greater amount. The facilities available will cater for medium needs and growth provided that minimisation initiatives are maintained and continue to be encouraged.

### What we will deliver over the next ten years

There is a legislative requirement under the Local Government Act 2002, for the Council to:

- encourage efficient and effective waste management services.



- ensure that management of waste does not cause a nuisance or be injurious to public health.
- consider the issues related to sustainability of its waste management activities and achieve improved collaboration with its communities and other agencies.
- adopt a Waste Management Plan via the special consultative procedure.

The Council provides a weekly kerbside residual waste and recycling collection service and transfer station facilities at Dalefield Road. The Transfer Station provides for green waste disposal, steel, and general recycling facilities as well as residual waste disposal. Access to the Transfer Station is available six days per week.

Contractors provide management and operational services for the Transfer Station, recycling depot and the weekly kerbside collection. We plan to increase the opening hours of the transfer station starting in year one.

The level of service determines the amount of funding that is required to maintain, renew, and upgrade the waste management service to provide customers with the level of service provided. Changes in the level of service will impact on funding requirements.

## Key projects

To cater for increased demand and community requests Council has decided to extend the opening hours at the Transfer Station on Saturdays. Council has included an additional \$10,000 per annum from 2021/22 onwards to cover costs.

## Contribution to community outcomes

The Waste Management Group of activities contributes towards the following community outcomes:

- An environmentally responsible community committed to reducing our carbon footprint and adapting to the impacts of climate change
- A caring community that is safe, healthy, and connected

## How we will measure what we deliver

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2021	2022	2023	2024 to 2031	
Refuse and recycling services of a satisfactory standard	Residents' satisfaction with waste disposal services	69%	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	Annual survey of residents
Adverse effects of waste on the environment are minimised	Compliance with resource consent conditions including compliance monitoring	1 non-compliance	100%	100%	100%	100%	Resource consent

## Assets

### Existing Assets

The transfer station site comprises the following:

- entry kiosk.
- transfer station for the collection and storage of residual waste prior to export.
- green waste and recycling facilities.
- weighbridge.

### Maintenance and operating

The day-to-day maintenance and operation of the Dalefield Road transfer station is undertaken by contractors on behalf of the Council. The same contractor is responsible for the weekly urban residential kerbside refuse and recycling collection.

## Capital expenditure plan

Renewal expenditure is work that does not increase an asset's design capacity but restores, rehabilitates, or renews an existing asset to its original capacity. Capital works are those that create new assets, or works that upgrade or improve an existing capacity. They may result from growth, social, or environmental needs.

Capital expenditure in this group of activities in the next ten years are shown in the table on the following page.

## How the group of activities is funded

### Capital

New capital expenditure and renewal of existing items for the waste management activity will be funded by way of the annual depreciation provision and/or by loans.

### Annual costs

#### *Recycling and refuse collection*

The Council has deemed that the provision of recycling and refuse collection provides a public benefit and up to 10 percent of the cost of delivering the service is charged by way of General Rates across all property owners in the district.

The balance of funds required for the urban refuse and recycling collection comes from a targeted rate on all property owners in the urban area or where the Council has a collection service (up to 90%). In addition, there are fees and charges from the sale of refuse bags and recycling bins (27-37%).

## *Transfer Station*

The Council has deemed that the provision of the transfer station provides a public benefit to the whole district.

All users of the transfer station are required to pay a gate charge for disposal of their refuse. The balance of funds required to operate the transfer station comes from General Rates levied on all property owners in the district.

## Key assumptions and uncertainties

- There will be an ongoing requirement for the provision of this activity.
- Demand for this activity will gradually increase, and not reduce.
- Increasing demand for environmentally-friendly and sustainable approaches to managing the district's waste may result in a change in the current level of service.
- Additional or changing legislative requirements may result in a change in the current level of service.
- Residual waste will continue to be freighted to the Bonny Glen landfill site in Marton.

## Significant negative effects and risks

It is possible that significant negative effects of this group of activities could arise.

- Council can incur additional costs from vandalism and damage to recycling bins and dumped contaminants.
- There are health and safety risks associated with the operations at the transfer station. Dumping of waste along roadside and other public places has a detrimental effect on the environment and could pose health and safety risks.
- The Council has procedures in place to mitigate these risks, including responding to complaints about fly-tipping.

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF CAPITAL EXPENDITURE—WASTE MANAGEMENT  
FOR THE TEN YEARS ENDING 30 JUNE**

Item	Carry Forward 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
Transfer station refurbish and improvement	21,000	-	76,500	431,080	53,945	-	-	-	71,861	-	-

*Carry Forward reflects the potential underspend on approved projects that will be transferred to 2021/22 for completion*

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE FUNDING IMPACT STATEMENT - WASTE MANAGEMENT  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Sources of Operating Funding</b>											
General rates, UAGC, rates penalties	509,233	315,000	321,300	330,294	338,978	347,351	356,035	364,719	374,023	383,947	394,492
Targeted rates	299,025	470,033	468,196	487,855	530,273	554,248	572,306	585,190	575,373	590,882	609,061
Subsidies and grants for operational purposes	-	-	-	-	-	-	-	-	-	-	-
Fees and charges	154,500	296,000	350,880	456,120	514,385	527,092	540,269	553,446	567,565	582,625	598,626
Internal charges and overheads recovered	-	-	-	-	-	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees and other	78,000	78,000	79,560	81,787	83,937	86,011	88,161	90,311	92,615	95,073	97,684
<b>Total operating funding</b>	<b>1,040,758</b>	<b>1,159,033</b>	<b>1,219,936</b>	<b>1,356,056</b>	<b>1,467,573</b>	<b>1,514,702</b>	<b>1,556,771</b>	<b>1,593,666</b>	<b>1,609,576</b>	<b>1,652,527</b>	<b>1,699,862</b>
<b>Applications of Operating Funding</b>											
Payments to staff and suppliers	911,634	920,808	956,564	1,019,644	1,066,952	1,092,586	1,119,287	1,146,262	1,175,281	1,206,253	1,239,177
Finance costs	2,214	-	-	-	-	-	-	-	-	-	-
Internal charges and overheads applied	148,291	130,402	136,128	142,534	145,621	150,161	156,745	157,743	161,593	167,605	169,055
Other operating funding applications	36,100	59,600	89,352	150,572	184,662	189,224	193,954	198,685	203,753	209,160	214,904
<b>Total applications of operating funding</b>	<b>1,098,239</b>	<b>1,110,810</b>	<b>1,182,044</b>	<b>1,312,750</b>	<b>1,397,235</b>	<b>1,431,970</b>	<b>1,469,986</b>	<b>1,502,690</b>	<b>1,540,627</b>	<b>1,583,017</b>	<b>1,623,137</b>
<b>Surplus/(deficit) of operating funding</b>	<b>(57,481)</b>	<b>48,223</b>	<b>37,891</b>	<b>43,306</b>	<b>70,338</b>	<b>82,732</b>	<b>86,785</b>	<b>90,977</b>	<b>68,949</b>	<b>69,509</b>	<b>76,726</b>
<b>Sources of Capital Funding</b>											
Subsidies and grants for capital expenditure	-	-	-	-	-	-	-	-	-	-	-
Development and financial contributions	-	-	-	-	-	-	-	-	-	-	-
Increase/(decrease) in debt	-	-	-	-	-	-	-	-	-	-	-
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
<b>Total sources of capital funding</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Applications of Capital Funding</b>											
Capital expenditure - meet additional demand	-	-	-	-	-	-	-	-	-	-	-
Capital expenditure - improve level of service	-	-	-	-	-	-	-	-	-	-	-
Capital expenditure - replace existing assets	21,320	21,000	76,500	431,080	53,945	-	-	-	71,861	-	-
Increase/(decrease) in reserves	(78,801)	27,223	(38,609)	(387,774)	16,393	82,732	86,785	90,977	(2,912)	69,509	76,726
Increase/(decrease) of investments	-	-	-	-	-	-	-	-	-	-	-
<b>Total application of capital funding</b>	<b>(57,481)</b>	<b>48,223</b>	<b>37,891</b>	<b>43,306</b>	<b>70,338</b>	<b>82,732</b>	<b>86,785</b>	<b>90,977</b>	<b>68,949</b>	<b>69,509</b>	<b>76,726</b>
<b>Surplus/(deficit) of capital funding</b>	<b>57,481</b>	<b>(48,223)</b>	<b>(37,891)</b>	<b>(43,306)</b>	<b>(70,338)</b>	<b>(82,732)</b>	<b>(86,785)</b>	<b>(90,977)</b>	<b>(68,949)</b>	<b>(69,509)</b>	<b>(76,726)</b>
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Water Supply Group

This group of activities includes Drinking Water and Water Races activities.

### Drinking Water

The following services are included:

- management of the district's urban water reticulation and treatment facilities.
- promotion and education of water conservation methods.
- delivery of potable water to the Waingawa Industrial Zone.

Economic development prospects are enhanced by an affordable and reliable water supply. Water is an essential commodity for farming and for business viability. A reliable water service is important for business viability and animal health. A reliable water supply is a requirement for the efficient operation of existing and new business infrastructure.

The safety of district's property is protected by providing water at an appropriate pressure to put out fires.

A public water supply system provides water suitable for drinking for the general well-being and health of its community. A safe water supply is fundamental to community health. Water that complies with Drinking Water Standards provides the community with assurance it is safe and healthy to drink.

The adoption of conservation-based strategies encourages appropriate usage of the water resource. Collective ownership of resources will reduce the environmental impact of multiple individual systems. The environment is protected by providing a community supply with parameters around consumption rather than individuals being left to source their own water supplies.

### Water Races

The following services are included:

- management of the Carrington and Taratahi Water Races for stock use, non-potable domestic and industrial use, and stormwater control.

The water races provide vital stock drinking water to rural properties to support farming operations.

### Strategic direction—future demand and sustainability

#### Consent renewal

The Council's resource consent to take water from the Kaipaitangata Stream for the urban water supply expired in 2013. An application was lodged to renew the consent. Progress has been delayed while Greater Wellington finalises its Natural Resources Plan and detailed data is collected on the ecological impacts of the abstraction. In addition to the work underway, it is possible that the Council may need to complete further work to comply with any new resource consent conditions. It is expected the minimum limit to which water can be taken from the Kaipaitangata stream will rise effectively placing a greater reliance on the towns bore field in Lincoln Road.

#### Water conservation strategy

A water conservation strategy is being finalised, which covers a variety of initiatives ranging from incentives, education, regulation, and operational means to reduce potable water consumption and water loss. This strategy is a response to the likely impacts of climate change and to the sustainable development and management requirements underpinning New Zealand's freshwater legislation and policy. It is predicted that New Zealand will become wetter in the west and drier in the east, with Wairarapa experiencing heat and drought conditions more often, and significantly less flow in rivers.

Proactive actions will be addressed through the conservation strategy.

These actions will not only reduce water use, but also lead to a reduction in sewage flows (and the demand for sewage treatment), deferral of capital expenditure for renewals and improvements to the water supply network, and delaying the need for the Council to explore new water sources.

## Population trends

A 2021 base population figure of 9,987 has been used. A population increase of 13.7 percent is forecast over the ten years to 2031. More detail can be found in the 'Significant Forecasting Assumptions'.

## Legislative change

Legislative change can significantly affect the Council's ability to meet minimum levels of service with change likely to require improvements to infrastructure. Major changes to legislation are expected in the upcoming years with the Department of Internal Affairs Three Waters Review and Greater Wellington Regional Council's Proposed Natural Resources Plan.

## Taumata Arowai – Water Services Regulator Act (Three Waters Reform)

The Taumata Arowai – Water Services Regulator Act passed in July 2020, establishes Taumata Arowai as a Crown Agent and provides for its objectives, functions, operating principles, and governance arrangements, including the appointment of an independent Board and a Māori Advisory Group. A complementary Bill, The Water Services Bill, is anticipated to be introduced in the second half of 2021. At that time, Taumata Arowai will become Aotearoa's dedicated regulator of the three waters: Drinking water, wastewater, and stormwater. When Taumata Arowai is fully functioning, its role will be to oversee and administer an expanded and strengthened drinking-water regulatory system, to ensure all New Zealand communities have access to safe drinking water. In addition, to oversee, from a national perspective, the environmental performance of wastewater and storm water networks. (Regional councils will remain the primary regulators of wastewater and stormwater).

## Industrial growth

Significant industrial growth is not anticipated to occur within Carterton township as provision for such growth and land use is provided in the Waingawa Industrial Zone.

In addition, dual water supply systems such as reticulated water being used only for potable purposes and stored rainwater runoff for non-potable uses are currently being considered by the Council to establish (in terms of life-cycle cost) the most sustainable solution for the Carterton community.

## Waingawa

The rate at which the land at Waingawa will be developed is difficult to forecast. In respect to potable water and sewerage services the Council has an agreement with Masterton District Council to provide services to Waingawa. However, the capacity of the pipeline from Masterton is only sufficient for a mix of light and medium industries. Industries that require significant volumes of water will need separate arrangements.

## Water races

The water races, overseen by the Water Race Committee, will continue to provide water to numerous rural properties to support their farming operations. Greater Wellington Regional Council's Proposed Natural Resources Plan will affect the operational cleaning of the water races expected to be in place during the life of the current Long-Term Plan

## Contribution to community outcomes

The Water Supply Group of activities contributes towards the following community outcomes:

- Safe and resilient water supply, wastewater and stormwater systems.
- Quality fit for purpose infrastructure and services that are cost effective and meet future needs.

## What we will deliver over the next ten years

The Council's role is to ensure that the community has an adequate potable water supply that is sustainable for future generations and does not adversely affect the environment.

The Council's continued involvement in the water activity and ownership of assets is contained in:

- Local Government Act 2002 (section 130), which requires the Council to continue to provide water services and maintain its capacity to do so.
- Health Act 1956 and subsequent amendments, which require the Council to provide adequate sanitary works; the definition of which includes 'water works'.

The urban reticulated water network is managed under the *Asset Management Plan—Water 2017*, which sets out the targets for asset condition, performance, and levels of service.

The urban water supply services the Carterton urban community, a number of rural properties on the periphery of the urban water supply area and properties along SH2 North to Chester Road and part way up Chester Road.

In Waingawa, potable water services will be supplied by the Masterton District Council.

The levels of service for the water supply asset have been developed taking into account the following general considerations:

- community expectations and the Council's response to customer feedback.
- legislative requirements, eg Drinking Water Standards.
- sustainable health and environmental matters embodied in the community outcomes
- community affordability.

For example, legislative requirements and public health objectives have driven the capital works programme to enhance treatment. Sustainability objectives have driven the need to minimise leakage of treated water from the reticulation system and the use of water metering.

A sustainable, safe, and healthy water supply is delivered at an appropriate water pressure to properties permitted to be connected to the urban water supply at the lowest possible cost to maintain the service.

The level of service determines the amount of funding that is required to maintain, renew, and upgrade the urban water infrastructure to provide customers with the level of service provided. Changes in the level of service will impact on funding requirements.

The Inquiry set up in response to the Havelock North water supply contamination released a report in 2017, signalling possible future changes to the treatment and supply of drinking water in New Zealand. We will be actively following the Government's response to the Inquiry's recommendations, including working with other Councils in the Wellington Region to engage directly on the options the Government may consider for future water entities. The Minister has indicated the Government is considering, amongst other matters, the establishment of large-scale water entities to replace Council delivery of water services. In the meantime, we will continue to be vigilant in how we manage our town water supply.

Wairarapa is vulnerable to a range of natural hazards. Therefore, we need to make sure our water supply infrastructure can withstand a major emergency.

There is a single mains pipe transporting water to Carterton from the Kaipaitangata treatment plant, which could be compromised during a disaster event. Council will be installing flexible valving at key points along the pipe. These joints have been developed post the Christchurch earthquakes and designed to limit water loss in the event of an emergency.

### Key Projects

- Investigating an additional source for the urban water supply. Funding of \$581,000 has been included in 2024/2025 and 2025/2026.
- Design and construction of a yet to be identified additional source. Funding of \$8.75 million has been included in 2027/2028.
- Increasing the potable storage capacity for a 48 hours storage reserve. Funding of \$525,000 has been included in 2021/2022. This funding is in addition to the Department of Internal affairs COVID grant funding that has provided \$1m for the provision of potable water storage.
- Council's most significant project is the eastern growth development and the inclusion of reticulated water supply in planning for this. \$2.31 million has been set aside in three tranches of expenditure in the years 2024/25, 2027/28 and 2030/31.

## How we will measure what we deliver

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
Safety of drinking water	Compliance with part 4 of DW Standards <sup>18</sup> (bacteriological requirements)	Not met (see Annual Report 2019/2020)	Full compliance	Full compliance	Full compliance	Full compliance	National Water Information NZ database
	Compliance with part 5 of DW Standards (protozoal requirements)	Not met (see Annual Report 2019/2020)	Full compliance	Full compliance	Full compliance	Full compliance	National Water Information NZ database
Maintenance of the drinking water reticulation network	Real water loss from networked reticulation system	30%	≤45% <sup>19</sup>	≤45%	≤45%	≤45%	Treatment system and water meter data <sup>20</sup>
Fault response times	Median time to attend <sup>21</sup> urgent <sup>22</sup> call-outs	0.25 hours	≤2 hours	≤2 hours	≤2 hours	≤2 hours	Operational records
	Median time to resolve <sup>23</sup> urgent call-outs	1.6 hours	≤4 hours	≤4 hours	≤4 hours	≤4 hours	Operational records

<sup>18</sup> New Zealand Drinking Water Standards<sup>19</sup> the target for this measure has been eased; after two years of measurement Council is satisfied that 45% is an appropriate benchmark<sup>20</sup> total water outlet from Kaipaitangata and Supplementary reservoirs less sum of water meter usage<sup>21</sup> from the time that the Council receives notification to the time that service personnel reach the site

The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
	Median time to attend non-urgent call-outs	1.6 hours	≤12 hours	≤12 hours	≤12 hours	≤12 hours	Operational records
	Median time to resolve non-urgent call-outs	5 hours	≤24 hours	≤24 hours	≤24 hours	≤24 hours	Operational records
Customer satisfaction	Number of complaints <sup>24</sup> received per 1000 connections	1	≤15	≤15	≤15	≤15	Operational records
Customer satisfaction – water races	Water is continuously supplied through the water races	New measure	≥90%	≥90%	≥90%	≥90%	Service requests
Demand management	Average consumption of drinking water per day per resident within the district	357 litres	≤400 litres	≤400 litres	≤400 litres	≤400 litres	Operational records
Urban water system of a satisfactory standard	Residents' satisfaction with their household water supply	74%	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	≥ 75% rate 7–10	Annual survey of residents
Adverse effects on	Compliance with water	100%	100%	100%	100%	100%	Resource consent

<sup>22</sup> an urgent call-out is one that leads to a complete loss of supply of drinking water<sup>23</sup> from the time that the Council receives notification to the time that service personnel confirm resolution of the fault or interruption<sup>24</sup> complaints received about any of the following: drinking water clarity; drinking water taste; drinking water odour; drinking water pressure or flow; continuity of supply; or the Council's response to any of these issues



The service broken down into measurable components	Performance measure	Target for year ending June					How it will be measured
		2020 Actual	2022	2023	2024	2025 to 2031	
the environment are minimised	resource consent conditions						

## Assets

Further information can be found in the *Asset Management Plan—Water 2017*.

### Existing assets

- Kaipaitangata raw water impoundment dam approximately 4,546 m<sup>3</sup>
- Kaipaitangata reservoirs totalling 1500 m<sup>3</sup>
- Kaipaitangata 8.0 km trunk main
- Frederick Street Supplementary Supply -4 bores at approximately 40 litres per second
- Frederick Street Reservoirs 750 m<sup>3</sup>
- 66.7 km of reticulated water mains
- 2900 water connections
- 330 fire hydrants

### Asset valuations

Valuation of the urban water infrastructural assets was undertaken by WSP Opus International Consultants Ltd as at 30 June 2019. The valuation basis is optimised depreciated replacement costs, which is in accordance with generally accepted accounting practices.

Replacement cost is the cost of rebuilding the existing asset to an equivalent level of service. The assets have been depreciated on a straight line basis over the economic life of the asset.

Network component	Optimised replacement cost (\$)	Optimised depreciated replacement cost (\$)	Annual depreciation (\$)
Reticulation	14,937,097	6,186,396	200,513
Reticulation fittings	4,585,174	1,733,821	179,960
Kaipaitangata headworks	650,814	150,013	8,014
Treatment plant	3,126,680	1,413,635	87,022
Supplementary supply	1,138,529	382,013	37,998
<b>Total</b>	<b>24,438,474</b>	<b>9,865,879</b>	<b>513,506</b>

### Maintenance and operating

Routine and programmed maintenance is a regular ongoing day-to-day work necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the assets operational again. Routine maintenance is carried out by the Carterton District Council's Operations staff for work required in the Carterton district.

### Capital expenditure plan

Renewal expenditure is work that does not increase an asset's design capacity but restores, rehabilitates, or renews an existing asset to its original capacity. Capital works are those that create new assets, or works that upgrade or improve an existing capacity. They may result from growth, social, or environmental needs.

Capital expenditure in this group of activities in the next ten years are shown in the table at the end of this section. These include treatment plant upgrade as well as the costs associated with the 3-stage development of the eastern growth plan. The eastern growth infrastructure outlay costs will be offset by financial contributions from the developers.

### How the group of activities is funded

## Capital

New capital expenditure and the renewal of existing capital items for the water activity will be funded by way of the annual depreciation provision and/or loans.

### Department of Internal Affairs COVID grant funding

In October 2020 DIA released grant funding of \$1.84m to Carterton District Council to enable 'shovel ready' projects that were already in Council's annual or long-term plans to be brought forward.

The water project chosen was the addition of two, 2,000,000L water tanks to our water storage network to assist in alleviating the high draw down periods experienced during the peak times of the day year-round. The DIA allocation of funding for this project is \$1.0m.

## Annual costs

The general approach to funding of the annual net services is that those who benefit (either directly or indirectly) should pay.

The Council has deemed that provision of the Water Supply Group of activities provides a degree of public benefit to the whole district, 10 percent (of the balance required) of the cost of delivering the service is charged by way of General Rate across all property owners in the district. The balance of the funds required will come from targeted rates (up to 90%) and user charges (1-10%).

### Urban water

All properties connected to the urban water supply are metered. Each property connection is charged a fixed amount in rates for an allowance of up to a number of cubic metres per year. Water usage above the allowance is charged per cubic metre. This charge is invoiced separately from land rates.

### Waingawa

A targeted rate of a fixed amount on every separately used or inhabited part of a rating unit that has been fitted with a water meter or meters and is connected to the Waingawa Water Supply service.

A targeted rate per cubic metre of water supplied, as measured by meter, for all water consumed. This rate will be invoiced separately from land rates.

### Water Races

Water Races are funded by up to 10 percent of the cost of delivering the service is charged by way of general rate across all property owners in the district. The balance of the funds required will come from targeted rates (up to 90%) and user charges (1-10%).

## Key assumptions and uncertainties

- Water supply assets will remain in Council ownership and that there will be an ongoing requirement for this activity.
- Demand for urban water will gradually increase over time.
- Maintenance works will continue to be delivered by the Council's Operations staff for work required in Carterton district. Renewal, upgrade, and new works will normally be completed by contractors selected by competitive tender or day work rates.
- That GWRC will approve the Council's application for resource consent to take adequate water from the Kaipaitangata Stream for the urban water supply. If this is unacceptable to GWRC then the Council will have to review its proposed improvement plan to meet requirements.
- Masterton District Council will be able to supply services to Waingawa.
- The operational and maintenance requirements for this activity could change depending on conditions imposed by any new resource consents.
- No significant changes are made to the national water supply standards.

## Significant negative effects and risks

- It is possible that significant negative effects of this group of activities could arise.
- There are health and safety risks associated with operating and managing the water supply network, including the risk of contamination. In response to the recent water supply contamination experience in Havelock North, we reviewed our own supply to identify any risks. We have made some small changes, but we are very satisfied that our treatment and reticulation systems mean we are delivering safe drinking water. We currently filter, chlorinate, and UV treat the water.
- Excessive water extraction from the Kaipaitangata Stream and its associated aquifers could have adverse impacts on the environment or on community perceptions of waterway health and associated values. Compliance with the resource consent will mitigate these risks.

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF CAPITAL EXPENDITURE—WATER SUPPLY  
FOR THE TEN YEARS ENDING 30 JUNE**

Item	Carry Forward 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
Reticulation network	633,000	243,000	78,540	-	19,420	44,256	-	90,969	-	86,244	22,813
Urban Growth Strategy	-	-	-	-	710,722	-	-	768,278	-	-	834,888
Treatment plants	297,500	290,000	1,449,706	574,196	107,890	128,341	240,799	186,273	174,863	123,205	900,697
Increase storage capacity at existing treatment plants	1,500,000	525,000	-	-	-	-	-	-	-	-	-
Investigate new water supply	-	-	-	-	286,988	294,300	-	-	-	-	-
Establish new water supply	-	-	-	-	-	-	-	8,747,064	-	-	-
Resource Consents for rural water supply	71,500	-	255,000	-	-	-	-	291,569	-	-	-
Improvements to rural water supply	319,800	20,000	-	-	-	-	22,717	-	-	-	76,044

*Carry Forward reflects the potential underspend on approved projects that will be transferred to 2021/22 for completion*



**CARTERTON DISTRICT COUNCIL****PROSPECTIVE FUNDING IMPACT STATEMENT - WATER SUPPLY  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	30 J
<b>Sources of Operating Funding</b>				
General rates, UAGC, rates penalties	763,398	311,739	338,331	
Targeted rates	1,979,889	3,076,647	3,321,395	3
Subsidies and grants for operational purposes	-	-	-	
Fees and charges	25,200	36,000	36,720	
Internal charges and overheads recovered	-	-	-	
Local authorities fuel tax, fines, infringement fees and other	-	5,599	5,822	
<b>Total operating funding</b>	<b>2,768,487</b>	<b>3,429,984</b>	<b>3,702,268</b>	<b>3</b>
<b>Applications of Operating Funding</b>				
Payments to staff and suppliers	1,481,953	1,543,476	1,574,346	1
Finance costs	52,312	9,536	15,747	
Internal charges and overheads applied	642,308	1,098,372	1,149,614	1
Other operating funding applications	-	-	-	
<b>Total applications of operating funding</b>	<b>2,176,573</b>	<b>2,651,384</b>	<b>2,739,707</b>	<b>2</b>
<b>Surplus/(deficit) of operating funding</b>	<b>591,914</b>	<b>778,600</b>	<b>962,561</b>	<b>1</b>
<b>Sources of Capital Funding</b>				
Subsidies and grants for capital expenditure	-	-	-	
Development and financial contributions	66,026	95,600	96,900	
Increase/(decrease) in debt	805,448	804,930	(63,570)	
Gross proceeds from sale of assets	-	-	-	
Lump sum contributions	-	648,750	-	
Other dedicated capital funding	-	-	-	
<b>Total sources of capital funding</b>	<b>871,474</b>	<b>1,549,280</b>	<b>33,330</b>	
<b>Applications of Capital Funding</b>				
Capital expenditure - meet additional demand	266,500	2,123,000	35,700	
Capital expenditure - improve level of service	852,800	166,000	-	
Capital expenditure - replace existing assets	469,573	1,610,800	1,747,546	
Increase/(decrease) in reserves	(125,485)	(1,571,920)	(787,355)	
Increase/(decrease) of investments	-	-	-	
<b>Total application of capital funding</b>	<b>1,463,388</b>	<b>2,327,880</b>	<b>995,890</b>	<b>1</b>
<b>Surplus/(deficit) of capital funding</b>	<b>(591,914)</b>	<b>(778,600)</b>	<b>(962,561)</b>	<b>(1)</b>
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Administration and Support Services Group**

Administration and support services provide support and overheads for the groups of activities above. The expenditure related to these services is allocated by way of internal charges and overheads to the groups of activities based on a range of usage factors.

**Capital expenditure plan**

Renewal expenditure is work that does not increase an asset's design capacity but restores, rehabilitates or renews an existing asset to its original capacity. Capital works are those that create new assets, or works that upgrade or improve an existing capacity. They may result from growth, social, or environmental needs.

Capital expenditure in the next ten years in the administration and support services is shown below, and includes the replacement of the administration offices \$4.5m from 2023 to 2025, and the relocation of the operations yard to Dalefield Road, in order to complete the Town Centre Carparking project.

## CARTERTON DISTRICT COUNCIL

### PROSPECTIVE STATEMENT OF CAPITAL EXPENDITURE—ADMINISTRATION FOR THE TEN YEARS ENDING 30 JUNE

Item	Carry Forward 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	30 J
Replacement of the main administration offices		-	1,020,000	2,418,254	
Relocation of the Operations Yard to Dalefield Road		397,533	405,484	-	
Event Centre - building services	25,000	4,000	15,300	-	
Event Centre - equipment and other facility requirements	56,000	36,452	35,700	66,239	
ICT, including GIS imagery	200,000	227,164	118,943	167,147	
Vehicles and plant, including portable equipment	170,000	237,950	289,513	133,477	
Other property	40,000	-	-	-	

Carry Forward reflects the potential underspend on approved projects that will be t

New capital expenditure and the renewal of existing capital items for administration and support services will be funded by way of the annual depreciation provision and/or loans.

## CARTERTON DISTRICT COUNCIL

### PROSPECTIVE FUNDING IMPACT STATEMENT - ADMINISTRATION AND SUPPORT SERVICES FOR THE TEN YEARS ENDING 30 JUNE

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	30 J
<b>Sources of Operating Funding</b>					
General rates, UAGC, rates penalties	(8,417)	(5,230)	10,876	38,468	
Targeted rates	-	-	-	-	
Subsidies and grants for operational purposes	-	15,000	40,000	-	
Fees and charges	-	-	-	-	
Internal charges and overheads recovered	3,840,635	4,882,023	5,074,094	5,288,909	5
Local authorities fuel tax, fines, infringement fees and other	207,500	74,784	76,770	79,630	
<b>Total operating funding</b>	<b>4,039,718</b>	<b>4,966,577</b>	<b>5,201,740</b>	<b>5,407,007</b>	<b>5</b>
<b>Applications of Operating Funding</b>					
Payments to staff and suppliers	3,292,110	4,224,946	4,309,445	4,502,737	4
Finance costs	947	2,981	16,654	45,482	
Internal charges and overheads applied	-	-	-	-	
Other operating funding applications	40,000	40,000	40,000	40,000	
<b>Total applications of operating funding</b>	<b>3,333,057</b>	<b>4,267,928</b>	<b>4,366,099</b>	<b>4,588,219</b>	<b>4</b>
<b>Surplus/(deficit) of operating funding</b>	<b>706,662</b>	<b>698,650</b>	<b>835,640</b>	<b>818,788</b>	
<b>Sources of Capital Funding</b>					
Subsidies and grants for capital expenditure	-	-	-	-	
Development and financial contributions	-	-	-	-	
Increase/(decrease) in debt	(19,399)	377,656	1,334,333	2,206,191	
Gross proceeds from sale of assets	-	-	-	-	
Lump sum contributions	-	-	-	-	
Other dedicated capital funding	-	-	-	-	
<b>Total sources of capital funding</b>	<b>(19,399)</b>	<b>377,656</b>	<b>1,334,333</b>	<b>2,206,191</b>	
<b>Applications of Capital Funding</b>					
Capital expenditure - meet additional demand	-	-	-	-	
Capital expenditure - improve level of service	-	397,533	1,425,484	2,418,254	1
Capital expenditure - replace existing assets	503,747	996,566	459,456	345,835	
Increase/(decrease) in reserves	183,515	(317,793)	285,033	260,890	
Increase/(decrease) of investments	-	-	-	-	
<b>Total application of capital funding</b>	<b>687,263</b>	<b>1,076,306</b>	<b>2,169,973</b>	<b>3,024,978</b>	<b>1</b>
<b>Surplus/(deficit) of capital funding</b>	<b>(706,662)</b>	<b>(698,650)</b>	<b>(835,640)</b>	<b>(818,788)</b>	
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

# Financial strategy



## Financial strategy

### The short story

We expect average rates to increase by 5.65% in Year One (2021/22), and debt to increase to a peak of \$31 million in 2029/30 (within our set limits). We anticipate that an operating surplus will be made each year during the planning period, reflecting our need to service that debt.

We are conscious of the post-COVID 19 economic environment and aim to keep rates at affordable levels. A key part of this is keeping our levels of services and activities generally to the same level as at present.

We do face two key projects that need funding in the term of this Ten Year Plan:

- 1) Increasing capacity and mitigating risks associated with town water supply (\$9.33 million), and
- 2) Investing in infrastructure to support the growth of Carterton township to the east (\$15.67 million).

### The demand we are facing

Our levels of service and activities are driven by our plans and strategies. These are described in more detail in the sections for each group of activities.

Carterton township's population is anticipated to increase, although the Council is not actively promoting growth. In response to the growth pressures the Eastern Growth Area is being planned. It is a priority to retain the 'character' of Carterton—friendly, caring, vibrant, connected, and engaged—which unmanaged growth could put at risk.

The economic climate is steady, but global financial and geopolitical issues continue. Consequently, the Council has allowed for growth in the rating base to be lower in the next decade than it has in the past, falling from 1.5 percent to 1.2 percent per annum increases and staying at that level for the ten-year period.

For most of our activities this modest growth will not impact our levels of service. The financial numbers in this ten-year plan are largely based on maintaining business as usual. In other words, the Council is planning to continue with its current range of activities and generally to the same level of service as at present.

There are significant exceptions to this, where Council wishes to address issues of capacity and quality:

- Increasing capacity and mitigating risks associated with the town water supply.
- Servicing growth in residential properties in line with expected growth rates.

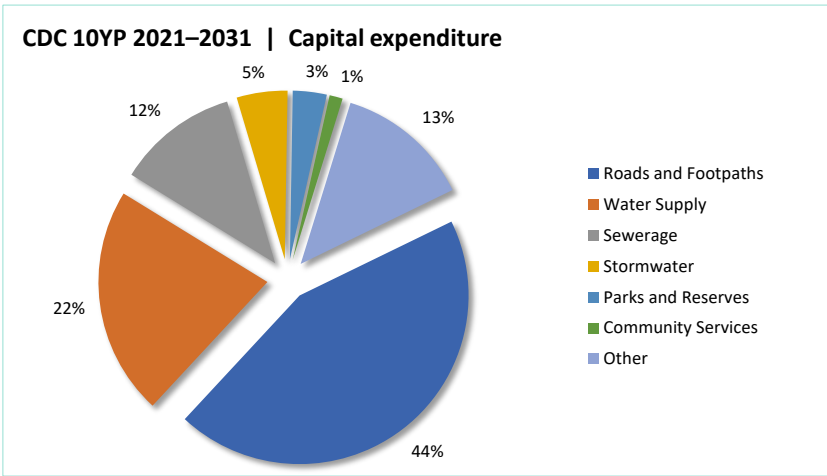
### Costs of meeting demand

#### Capital expenditure

Capital expenditure is for purchasing, building, replacing, or developing the district's assets, such as roads, parks, sewerage, and buildings. For each major infrastructure network (water, sewerage, stormwater, and roads) asset management plans are in place. These are key planning tools for the maintenance, renewal, and development of assets.

The assets managed by the Council are forecast to grow from \$234 million to \$289 million over the ten years of this plan.

The Council will spend just over \$80 million on capital expenditure over the next ten years (\$6.4 million in 2021/22). The chart below provides a breakdown by major group of activities. The largest share of the capital spend is on transportation (\$35.3 million or 44%) followed by water supply (\$17.5 million or 22%).

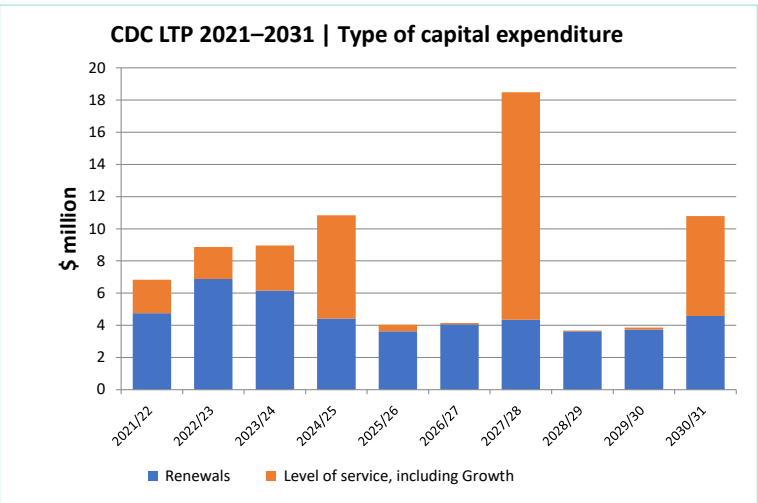


The key capital projects over the ten-year plan are as follows:

- Increasing capacity and mitigating risks associated with town water supply (\$9.3 million), and
- Investing in infrastructure (roads, footpaths, services) to support the growth of Carterton township to the east (\$16.1 million).

The chart below breaks down capital expenditure between renewal of existing assets, responding to or anticipating growth in demand, and improving levels of service.

As shown in the chart, there are three peaks in capital expenditure over the ten years. In 2027/28 there is growth expenditure for the additional water supply. In 2024/25, 2027/28 and 2030/31 there is expenditure relating to servicing new residential land in the eastern growth area. In the intermediate years, there is a mix of levels of renewals, service and growth expenditure relating to wastewater developments, smart water meters, water supply resilience, and the additional water supply.

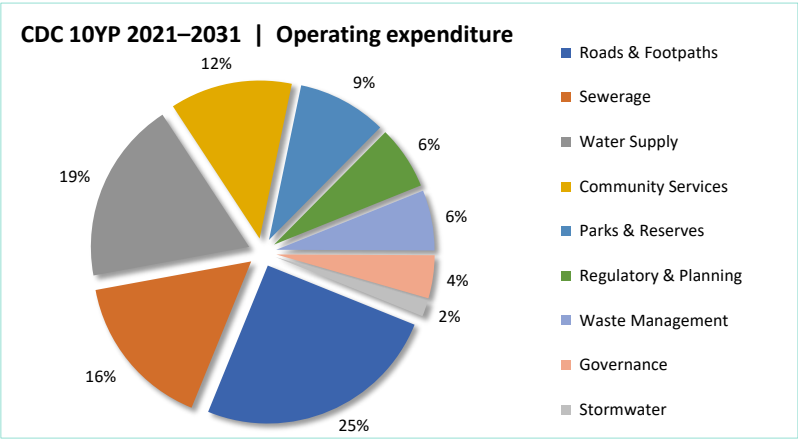


### Operating expenditure

Operating expenditure is forecast to increase from \$20.0 million (2021/22) to \$27.6 million (2030/31) over the next ten years, an increase of nearly 36%, compared with the 31% BERL forecast for local government inflation over the same time period. The following chart shows the split between groups of activities.

The greatest operating expenditure over the next ten years is on transportation (\$61.6 million or 26%), followed by water supply (\$44.7 million or 19%) and wastewater (\$37.2 million or 15%).





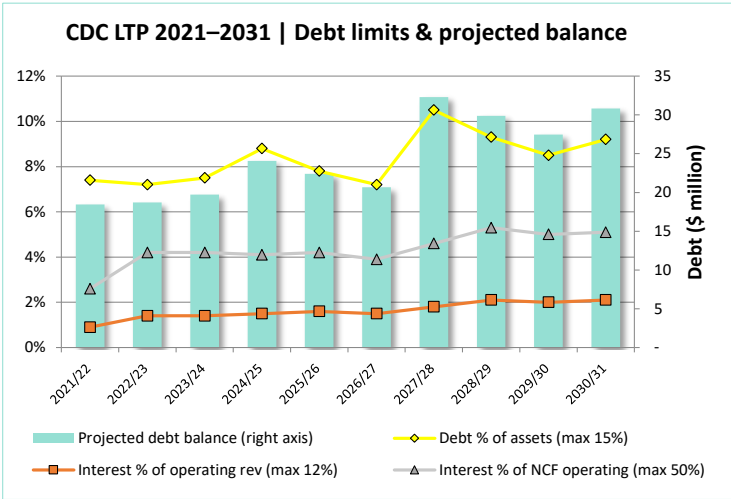
## How we intend to finance our future

### Borrowing

The Council has set limits on the level of borrowing. These are set out in its Treasury Management Policy. All three of the following conditions must be met:

- total debt as a percentage of total assets will not exceed 15 percent.
- in any financial year, gross interest paid on term debt will not exceed 12 percent of gross operating revenue.
- in any financial year, gross interest expense will not exceed 50 percent net cash inflow from operating activities.

These measures over the next ten years are shown in the following chart. All are well within the limits set by the Council.



### Rates

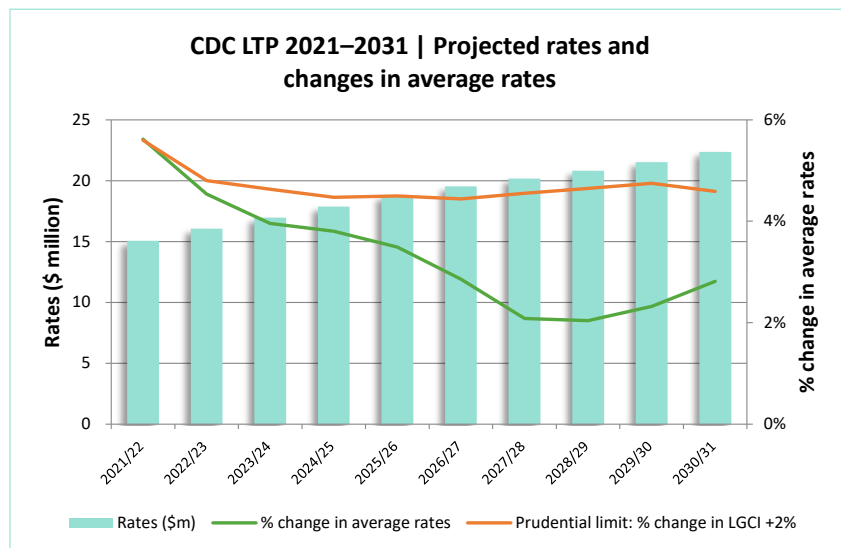
The purpose of local government is to enable democratic local decision-making and to meet its communities' needs for services—now and in the future. These responsibilities often create conflicting views from the community and organisations on what the Council's priorities should be and how much money is spent.

Affordability is a concern for most ratepayers, whilst many feel that the Council should be doing more to accommodate the needs of a changing community. While grappling with this balancing act, the Council has taken into account as far as practicable the requirements of the current community without compromising future generations.

### Rates limit

The Council has a prudential policy to limit the increase in average rates in any one year to the increase in the BERL local government cost index plus 2 percent.

The following chart shows the projected rates during the Ten Year Plan (the blue bars) and the percentage increase (the orange line) compared with the limit in rates increases (the grey line).

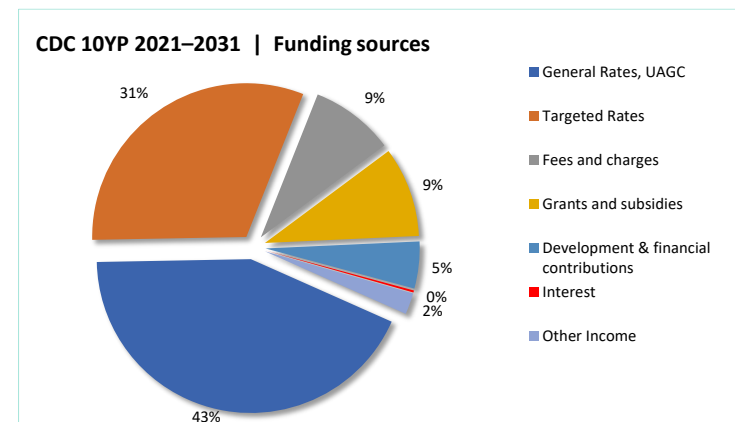


In the 2021/22 financial year, the Council proposes to collect \$15.1 million in rate revenue. This is an increase of \$1.0 million on the current financial year and equates to an increase of 5.65% in the average rates, after taking into account growth in the rating base.<sup>25</sup>

Actual rates each year for individual properties will vary depending upon the targeted rates that are applicable, the differential rating category, and the valuation of each property. In 2021/22, most of the increased expenditure will impact on urban rates.

### Other funding sources

The graph below shows how the Council will fund the services and projects it will deliver to the community over the next ten years. Currently, the Council draws over two-thirds of its operating revenue from general and targeted rates because it does not have alternative revenue streams, such as significant financial investment funds or investments in corporate enterprises, and has taken a fairly low risk approach to borrowing.



## Some of the detail

### Inflation

The numbers in this Ten Year Plan incorporate inflation as forecast by economics consulting company BERL.<sup>26</sup> Over the ten years of the Plan, BERL forecasts local government faces inflation increase of 31% in their operating and capital costs.

### Depreciation

Depreciation is calculated on an annual basis to fund the renewal of assets over time. It is a major expense. It represents over a quarter of total operating expenditure.

Charging depreciation each year spreads the cost of an asset over its useful life. Generally, depreciation is funded by income (including rates) in the same year that the depreciation is incurred. Funding of depreciation results in an increase in the Council's cash balance over the ten-year period of the Plan, held in depreciation reserves. These cash funds will earn interest and will provide funding towards the replacement of relevant infrastructure assets in the future.

In this Ten Year Plan, the Council will fully fund the depreciation expense, except for the following:

<sup>25</sup> The average rates is the total forecast rates divided by the total number of forecast rateable properties.

<sup>26</sup> Business and Economic Research Limited, September 2017. Forecasts of Price Level Change Adjustors–2017 Update: Note to Society of Local Government Managers

- roads and footpaths
- Events Centre building and fitout
- loan-funded capital and renewals expenditure.

This recognises that either we do not need to build up the full amount of funds for future replacement, or it would not be fair on the current generation of ratepayers.

Some of the capital construction of roads and footpaths is funded from subsidies received from the New Zealand Transport Agency, and the capital construction of other assets was partly-funded from external funding. Therefore, we do not need to build up the full amount of replacement funds.

We need to borrow to fund other capital expenditure, including the expansion of the planned sewage treatment capacity and for the additional water supply. This is because insufficient funds have built up in the past in depreciation reserves. Either it is a new asset, or rates have not covered the cost of depreciation over the full life of the asset.

In these cases, the Council considers it would be unfair for the current generation of ratepayers to pay both the loan repayment (to fund the existing asset) and the depreciation (to fund its replacement). During the terms of the loans, rates will fund the principal repayment and interest expense, after which rates will fully fund the annual depreciation expense. At the end of the asset life, there will be some depreciation reserves built up to contribute to the replacement cost.

In general, capital expenditure for the renewal of existing assets will be funded from depreciation reserves. However, if insufficient reserve funds are available, the expenditure may be funded by borrowing.

### **Reserve funds**

Some financial reserves operate to hold funds generated in one year and applied in another. The main sources of funds are depreciation, the setting aside of surpluses, and asset sales. The reserves are used to accumulate depreciation, to smooth income between years (for example, elections are every three years and some funds are set aside in the two intervening years), for emergency or contingency funds, or to set aside some funding for special projects. Draw down is mainly for funding asset renewals.

Our policies allow for the internal borrowing from cash reserves, for which a market-based interest rate is charged.

### **Security on borrowing**

The Council provides lenders with security on its borrowings through a debenture trust deed. This gives lenders a charge over Council's rates income. In the unlikely event of Council defaulting on a loan, the lender has the ability to ensure a rate is set to recover the outstanding amount owed. This security is attractive to lenders and helps ensure Council can obtain ongoing support for its debt programme and reduces the interest rate required by lenders.

Security may also be offered over specific assets with prior Council approval. The Council will offer security on infrastructure assets only where special rating provisions apply. It intends to continue to secure its borrowing in the current manner.

### **Balancing the budget**

Under Section 100 of the Local Government Act 2002, the Council is required to ensure that it raises sufficient revenue to cover its projected operating expenses unless it considers it prudent not to do so.

The rates are set to cover:

- the net cost of the activity (expenses less any revenue).
- plus an amount to cover the repayment of loan principal, or to build up reserves for future year expenses (such as the three-yearly elections).
- less any expenses, especially depreciation, that don't need to be funded or the Council has chosen not to fund.

The Section 100 requirement is met, as each year of the Ten Year Plan has a surplus in the Statement of Comprehensive Revenue and Expense.

### **Financial investments and equity securities**

An investment is an asset held by Council that provides service potential or future economic benefit to Council. Investments include property, ownership in Council related

trading entities and financial assets. A financial asset is any asset that is cash or the contractual right to receive cash including financial investment instruments.

Council holds financial investments sufficient to match reserve accounts created by Council resolution and as a result of short-term cash flow surpluses. The Council recognises that as a responsible public authority, any investments that it does hold should be of a relatively low risk. It further recognises that lower risk generally means lower returns. Council aims to maximise investment income within a prudent level of investment risks. Council currently has money invested with banks in New Zealand. Council aims to achieve market rates for these investments.



# Financial information



## Significant forecasting assumptions

A forecasting assumption is defined as something the Council accepts as being true for the purposes of future decisions and actions. The Local Government Act 2002 requires disclosure of the significant forecasting assumptions used to develop the Ten Year Plan and the risks underlying the financial estimates. In cases where the level of uncertainty is assessed as being high risk, this has to be disclosed as well as an estimate of the potential effects on the financial estimates. Council has assessed each assumption using its Risk Assessment Framework to determine the level of risk on a four-point risk scale (Low, Moderate, Significant, Extreme).

General forecasting assumptions		Level of Risk
1	External factors	Moderate
2	District population trends	Moderate
3	Number of rateable properties	Moderate
4	Climate Change	Low
5	Asset condition	Low
6	NZTA subsidies	Low
7	Resource consents	Low
8	Insurance	Moderate
9	Economic shocks	Significant
10	Natural Disasters	Moderate
Financial forecasting assumptions		
11	Interest rates	Moderate
12	Revaluation of non-current assets	Low
13	Depreciation	Low
14	Development and financial contributions	Moderate
15	Asset lives	Low
16	Sources of funds for future replacement of assets	Low
17	Inflation	Moderate
18	Investments and return on investments	Low
19	Delivery of Capital Works Programme	Moderate



## General forecasting assumptions

	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty
<b>1</b>	<b>External factors</b>			
	There will be no unexpected changes to legislation or other external factors that alter the nature or levels of service provided by the Council.	There is unexpected change to legislation that alters the nature or levels of service provided by Council.	Moderate	There is a high likelihood that the Resource Management Act will be reformed at some time during the next ten years. The scope and impact on the Council at this time is unknown. The Government is also reviewing the delivery of the three waters services (drinking, waste and storm) and drinking water standards and regulations. Again, the outcomes of those pieces of work are unknown. Finally, the Government has a current workstream that is reviewing the scope of services and activities provided by Councils, within the context of the four well-beings and the water services review. Again the outcome of that work is unknown.
<b>2</b>	<b>District population trends</b>			
	A district population growth assumption of an average 1.2% per annum from the 2018 Census. In 2021 the population will be 9,987 increasing to 11,358 in 2031. This is a total increase of 1,371 people or 13.7. percent over the ten years.	<p>Population growth across the District is at a significantly different rate (much faster or much slower) than assumed.</p> <p>The projections are highly sensitive to migration in and out of the District, and responses to external factors such as the neighbouring housing market and international migration, all of which is difficult to forecast.</p> <p>The age distribution of the population is significantly different from that assumed, e. g if there were a lesser increase in the younger age groups and an even greater increase in the older age groups. (and vice versa).</p>	Moderate	<p>The population growth assumption is based on a fairly low population growth. If population growth is higher than predicted then demand for services and facilities would increase and could mean that they might need to be replaced or introduced earlier than planned, and expenditure will be higher than forecast.</p> <p>Different age distributions place different demands on the kinds of services, and their quality and location. This is unlikely to be significant and would be managed by the Council reprioritising their spending.</p>
<b>3.</b>	<b>Number of rateable properties</b>			



	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty
	<p>The growth in rateable properties continues to be positive. The number of rateable properties is assumed to reach 5,666 by 2031, which is a growth of 14.3 percent over the ten years of the Plan.</p> <ul style="list-style-type: none"> <li>• 2021: 4,955 properties</li> <li>• 2022: 5,025 properties</li> <li>• 2023: 5,119 properties</li> <li>• 2024: 5,205 properties</li> <li>• 2025: 5,283 properties</li> <li>• 2026: 5,356 properties</li> <li>• 2027: 5,422 properties</li> <li>• 2028: 5,487 properties</li> <li>• 2029: 5,547 properties</li> <li>• 2030: 5,607 properties</li> <li>• 2031: 5,666 properties</li> </ul>	Growth does not meet this assumption.	Moderate	The growth estimate reflects recent changes in rateable properties and takes into account ongoing development in the district. Should such growth not continue as forecast then some projects responding to demand will be deferred or not go ahead, and expenditure will be lower than forecast. If growth is greater than predicted, then some projects will go ahead earlier than forecast, and expenditure will be higher than forecast.
<b>4</b>	<b>Climate change</b>			
	<p>The intensity and frequency of weather events will increase as a result of climate change, in line with projections made by NIWA based on the Inter-governmental Panel on Climate Change (IPCC) Fifth Assessment Report.</p> <p>The Greater Wellington Regional Council has adopted a Climate Change Strategy<sup>27</sup> for mitigation and adaptation in Wellington and Wairarapa.</p> <p>Carterton District Council in partnership with South Wairarapa District Council has also</p>	The effect of climate change occurs more rapidly than anticipated.	Low	<p>There is uncertainty about how quickly the effects will be felt and where. Predictions are that weather extremes will be more common and of a greater scale.<sup>28,29</sup> In Carterton that will include hotter temperatures, more severe drought, wind, and storm events, and changing weather patterns. Internationally, successive IPCC reports have underestimated the rate and severity of change.</p> <p>The impacts of climate change have been considered in each of the infrastructure asset management plans and in the infrastructure strategy. The Council will keep this subject under review as it will continue to be relevant for future ten year plans. Council plans to</p>

<sup>27</sup> Greater Wellington Regional Council, 2015. Climate Change Strategy: A strategy to guide the Wellington Regional Council's climate change response.

<sup>28</sup> NIWA's scenarios report, [www.niwa.co.nz/our-science/climate/information-and-resources/clivar/scenarios](http://www.niwa.co.nz/our-science/climate/information-and-resources/clivar/scenarios)

<sup>29</sup> NIWA, 2017. Climate change and variability—Wellington Region.

	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty
	<p>prepared a localised climate change response strategy – Ruamāhanga Strategy.</p> <p>Carterton District Council is prepared to respond to climate change effects over the life of the plan but impacts of climate change on Council activities will be more significant long term.</p>			continually reassess its risk and capability to deal with significant adverse weather events.
<b>5</b>	<b>Asset condition</b>			
	<p>Asset management plans have been prepared for major infrastructural assets and include renewal and capital programmes. These plans include assessments of asset condition, lifecycle, and demand management. The Council considers that this planning information is reasonable and supportable. There are no unstated asset disposals that will impact significantly on the plan. There are no unstated asset acquisitions that will impact significantly on the plan.</p>	<p>Asset management plans are materially incomplete. Assumptions about condition and lifecycle are materially incorrect.</p>	Low	<p>Asset management plans are updated regularly following 'best practice' as prescribed by the New Zealand Infrastructure Asset Management Manual. The asset inventories and condition ratings for roading infrastructure, which are the Council's most significant assets by a considerable margin, are stored and maintained in the RAMM database. It was audited by NZTA in 2016 and found to be adequately maintained.</p>
<b>6</b>	<b>NZTA subsidies</b>			
	<p>Subsidies from the NZTA for maintaining and development of roads will be at the approved rates as follows:</p> <p>53% in 2021/22</p> <p>52% in 2022/23 and</p> <p>51% in 2024 - 2031.</p>	<p>Changes in subsidy rate, total subsidy dollars, and variation in criteria for inclusion in subsidised works programmes. The total subsidy dollars may not increase as assumed.</p>	Low	<p>In 2020, the Agency reviewed its subsidy and funding policies. As a result of this review the subsidy rate has been reduced from 53% in 2022 to 51% in 2024. Any further reductions are unlikely but possible. If the rate or dollar level of subsidy decreases, roading projects may be reprioritised, or scaled down, or they may be funded through a different source such as increased borrowing or rates.</p>
<b>7</b>	<b>Resource consents</b>			
	<p>The Council operates its infrastructure under a number of resource consents. It has been assumed that applications for renewal of</p>	<p>Greater Wellington Regional Council will not approve the Council's application for new or renewed consents. Alternatively, it may place more restrictions on the activity sought, or require substantial monitoring or</p>	Low	<p>Some increased costs for securing a resource consent for stormwater and subsequent monitoring have</p>

	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty
	<p>those expiring over the next ten years will be approved:</p> <ul style="list-style-type: none"> <li>The Council's resource consent to take water from the Kaipaitangata Stream for the urban water supply expired in 2013. An application has been lodged to renew the consent. The consent for the supplementary bores expires in 2034.</li> <li>The consent for the discharge to air, land, and water in relation to the sewage treatment plant expires in 2053.</li> <li>Consents to take water for the water race network and to discharge back into a range of natural water courses expire in 2023.</li> <li>The district-wide comprehensive consent for discharges from the stormwater system expired in 2016. In agreement with Greater Wellington Regional Council there are no expectations in the short term that this consent will be renewed until the Natural Resources Plan is finalised. Once the plan is finalised Carterton District Council will include funding in budgets to cover the costs of consent renewal</li> </ul>	mitigation work. Consent conditions are likely to be affected by the current review of the Regional Council's Natural Resources Plan.		<p>already been included in the Plan. The total final costs of these may be insufficient.</p> <p>The future consent will likely place greater restrictions on water take from the Kaipaitangata Stream during low flow/high demand periods, placing increased demand on bore water source and storage. During this Ten Year Plan, storage capacity will be increased at the main water treatment plant and at the supplementary facility. Council is also planning to locate and construct an alternative water source before the end of the ten year period.</p> <p>The Council has worked closely with the Greater Wellington Regional Council to concurrently seek the renewal of resource consent and plan the development work at the sewage treatment facility and its associated irrigation. This has led to a strong, respectful relationship between the two councils. As a result, there is unlikely to any significant surprises.</p>
<b>8</b>	<b>Insurance</b>			
	Insurance costs have varied significantly over recent years. The Council's broker has advised that the underlying adjustment by reinsurers to risk has levelled off, and increases are likely continue through the ten years of the Ten Year Plan in line with asset price level adjustments. Currently the Council has full cover for above ground assets, while	Reinsurance costs escalate beyond forecast budgets. Cover may not be available for certain assets or risks. LAPP may not be able to secure cover for the 40% balance not assured by central government. The central government has been considering removing the 40% it now covers.	Moderate	Any further significant earthquake events in New Zealand in the next ten years would impact on renewal costs. The cost of insurance may be greater than forecast leading to unbudgeted expenditure. The cost of reinstating LAPP cover would be significant, funded by additional rates. The Council will need to consider the trade-off between self-insurance or

	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty
	infrastructural assets have limited cover provided by the Local Authority Protection Programme Disaster Fund (LAPP).			paying higher insurance premiums, funded by additional rates.
<b>9</b>	<b>Economic Shocks</b>			
	The economy will recover from the impacts of the Covid-19 pandemic at a mid-scenario rate (i.e. a prolonged but healthy recovery) during the life of this Long-Term Plan.	Economic recovery does not occur at the mid-scenario rate that Council has planned for.	Significant	<p>The full implications of the impact of Covid-19 are still unclear. Advice to Local Government from Business and Economic Research Limited (BERL) in line with economic forecasts published by the Reserve Bank of New Zealand, New Zealand Treasury and BERL suggests that recovery will most likely be a mid-scenario. Which includes:</p> <ul style="list-style-type: none"> <li>• Avoiding a widespread outbreak and remains at Alert Level 1 throughout 2021</li> <li>• Stringent border restrictions remain in places until the end of 2021</li> <li>• From the September quarter of 2020, New Zealand economy gradually recovers. Demand from trading partners economies also recover only gradually.</li> </ul>
<b>10</b>	<b>Natural Disasters</b>			
	Council is prepared to respond to any natural hazards, including floods, storms and earthquakes that occur during the life of this Long Term Plan.	A natural disaster event occurs that is beyond the Council's ability to respond.	Moderate	A major natural disaster would impact Council by requiring immediate funding. This would reduce Council's financial capacity to be able to meet other unforeseen costs. Council could borrow additional funds, but this could potentially impact on rates.

## Financial forecasting assumptions

	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty	Data Notes
<b>11</b>	<b>Interest rates</b>				
	<p>The range of interest rates on term debt is assumed to be 1.5 percent, in line with existing loan facilities and current long-term rates on offer and allowing a slight increase in long-term interest rates. To allow for anticipated timing of capital expenditure, only half a year's interest expenditure is provided for on new loans.</p> <p>The interest rate on investments is calculated at 0.75 percent.</p>	Interest rates differ from those used in the calculations.	Moderate	<p>Higher interest rates than anticipated would increase the cost of borrowing and therefore the cost of loan-funded projects. This may make those capital projects and services less affordable. Overall, if the interest rates were 1% more than assumed this would add about \$175,000 to total expenditure in year 1 of the Plan, and would remain at that amount per year if the rate was sustained over the 10 years and the level of debt also remained at the near-same levels over the period</p> <p>Borrowing limits (expressed in terms of debt-to-assets and gross interest costs) are set out in the Liability Management Policy.</p>	
<b>12</b>	<b>Revaluation of non-current assets</b>				
	<p>Revaluation assumptions have been included in the Ten Year Plan. These have been done following the Business and Economic Research Limited (BERL) forecasts of price level change adjusters.</p> <p>Revaluation movements will be shown in the prospective financial statements in accordance with the revaluation policies of the 'Property, plant, and equipment', 'Revaluation', and 'Impairment' sections of the accounting policies.</p>	Actual revaluation results differ from those in the forecast.	Low	<p>Where the actual inflation rate is different from that forecast, the actual revaluation will be different from that forecast.</p> <p>The Ten Year Plan for each subsequent year is reviewed by way of the annual plan round and a new ten year plan is produced every three years.</p>	

	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty	Data Notes
13	<b>Depreciation</b>				
	<p>Depreciation has been calculated on asset values at their latest revaluation date, and on additions at cost thereafter. The rates applied are listed in the 'Depreciation' section of the accounting policies. It is assumed that:</p> <ul style="list-style-type: none"> <li>existing depreciation will continue</li> <li>replacement assets (renewals) affect depreciation as follows: <ul style="list-style-type: none"> <li>asset renewal will equal that of the assets being replaced</li> <li>new assets' depreciation will be the result of their estimated lives and values</li> <li>depreciation on new and renewal programmes will impact in the year following the capital programme.</li> </ul> </li> </ul>	That more detailed analysis of planned capital works once complete may alter the depreciation expense. That asset lives may alter due to new technology improving asset lives.	Low	The Council has asset management planning and upgrade programmes in place. Asset capacity and condition is monitored with replacement works being planned in accordance with standard asset management and professional practices. Depreciation is calculated in accordance with normal accounting and asset management practices.	
14	<b>Financial contributions</b>				
	<p>The Council assesses financial contributions under the Resource Management Act 1991. These contributions are used to help fund new capital infrastructure, particularly in response to growth.</p> <p>This Ten Year Plan assumes that financial contributions will continue at a similar level of revenue, until year 4 when council plans to start receiving increased financial contributions for the planned eastern growth development.</p>	The amount of revenue from financial contributions is significantly different from Council projections.	Moderate	<p>Financial contributions provisions will be reviewed as part of the District Plan review in years 1-3 of this Ten Year Plan, with the planned eastern growth development a significant consideration.</p> <p>Financial contribution revenue assumes an increased rate for the planned eastern growth development, which is dependent on the District Plan review. The outcome of the District Plan review, will impact on whether</p>	

	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty	Data Notes
				<p>the eastern growth development proceeds as planned.</p> <p>Note: The Council has the option under the Local Government Act to collect Development Contributions under a Development Contributions Policy. The council may consider collecting Development Contributions under such a policy, rather than financial contributions under the RMA, during the review of the District Plan. However due to uncertainties around this, at this time and for the purposes of the LTP, council will continue to rely on financial contributions to address growth impacts on infrastructure.</p>	
15	<b>Asset lives</b>				
	Useful lives of assets are based on professional advice and experience captured in the asset management system. These are summarised in the depreciation note within the accounting policies.	Assets wear out earlier than estimated.	Low	Asset life is based on estimates of engineers, valuers, inspections, and asset managers. Capital projects can be brought forward in event of early expiration of assets (this would affect depreciation and interest, of which the amounts are unknown). Conversely, other assets may not need to be replaced until after the estimated useful life.	
16	<b>Sources of funds for future replacement of assets</b>				
	<p>The funding of the replacement of future assets is based on the following assumptions:</p> <ul style="list-style-type: none"> <li>In accordance with the revenue and financing policy and financial strategy, the Council has, over the term of the Ten Year Plan, set revenue levels sufficient to fully fund depreciation of its assets and loan repayments, with</li> </ul>	A planned funding source is unavailable.	Low	As the Council operates a central treasury function, should one source of funding be unavailable for asset replacement, a further option would be available. Local authorities have the power to rate, and that makes them attractive borrowers to private bankers and investors. The Council has the further ability to indirectly borrow through the Local Government Funding Agency. It is likely that	

	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty	Data Notes
	<p>the exception of roading (partially funded by NZTA through subsidy on cap expenditure)</p> <ul style="list-style-type: none"> <li>The funding for the replacement of any individual asset will be funded from the following sources: <ul style="list-style-type: none"> <li>from prior year credit depreciation reserve balances</li> <li>from the current year's cash arising from revenue funding of depreciation</li> <li>infrastructure contributions under the development contributions or financial contributions policy</li> <li>loan funding with a loan being the shorter of either a 20-year loan term or the life of the asset</li> <li>special funds set aside for specific purposes identified by the Council.</li> </ul> </li> </ul> <p>Existing loan facilities are based on 20-year terms and mature every five years. It is assumed that these loans will be rolled by the bank on maturity for a further five years.</p>			alternative sources of borrowing than that planned would be at similar interest expense.	
17	<b>Inflation</b>				



	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty	Data Notes
	<p>Expenditure for 2021/22 has been estimated based on 2020/21 estimated out-turn; personnel costs were increased by 2% and other operating costs (excluding interest, depreciation, and some other minor costs) were adjusted by the BERL<sup>30</sup> forecasts of price level change adjusters. Beyond this, inflation has been factored into the Plan using the mid-scenario BERL forecast changes in Annex One.</p> <p>Revenue has been estimated using the BERL adjuster for operating costs where an inflationary effect is anticipated. This excludes development and financial contributions (see separate assumption above), grants received for distribution, interest, and rates penalties.</p> <p>Capital expenditure has been estimated using the BERL adjuster for capital costs.</p>	That actual inflation differs to that predicted, on which decisions are made.	Medium	<p>Where the actual inflation rate is different from that forecast, the cost of projects and expenditure will be different from that forecast. Higher than forecast inflation would likely mean higher operating and capital costs and higher revenue; higher capital expenditure could mean greater borrowing; and there would be pressure on rates to increase to cover these costs.</p> <p>Each subsequent year of the ten-year plan is reviewed by way of the Annual Plan round and a new ten-year plan is produced every three years.</p>	
<b>18</b>	<b>Investments and return on investments</b>				
	The Council's Special Funds Reserves will be retained in their present form throughout the term of the Plan. Additions and withdrawals from the Funds have been accounted for each year through the Plan where identified and required. A return on the Special Funds Reserves investment of 0.75 percent has been assumed.	That the actual return on investment differs to that budgeted.	Low	Movement in the investment fund is difficult to predict but best efforts have been used, using past results. The financial effect is unknown but unlikely to be significant.	
<b>19</b>	<b>Delivery of Capital Works Programme</b>				

<sup>30</sup> recasts of Price Level Change Adjustors– 2020Update: Note to Society of Local Government Managers, Business and Economic Research Limited, October 2020

	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty	Data Notes
	Council can successfully deliver the planned capital works programme as outlined in this Ten Year Plan.	Council is unable to successfully deliver the planned capital works programme as outlined in this Ten Year Plan. Non-delivery could impact on Council's ability to deliver levels of service and result in financial management challenges.	Moderate	<p>Historically, Council has been able to successfully deliver the majority of its capital programme. However there is always the possibility that external contractors may become unavailable and this could significantly impact on Council's ability to deliver on its planned works. Lack of contractor personnel would create delays in the programme, unmet expectations and a backload of work. Another possible impact on delivery of the capital programme may arise from the Wairarapa Combined District Plan review. If the review is delayed and suitable land for development is not available when assumed, or if demand for new sections is not as strong as forecasted, then the planned capital works programme will occur in later years.</p> <p>Any significant and continued delays in the delivery of renewals and upgrades, may impact on the Council's ability to deliver levels of service, potential increased costs from and long term risks of assets failing before they can be replaced. Financial risk could also be possible as Council rates, borrows, and charges Financial Contributions to fund a programme of works it may not be able to deliver in the budgeted timeframe.</p> <p>The risk is mitigated by Council's ability to revise the speed of its capital works programme in Annual Plans and Long Term Plan, and alter rating, financial contributions, and borrowing assumptions at that time. Any funding already collected can be carried</p>	

	Assumption	Risk	Level of uncertainty	Reasons and financial effect of uncertainty	Data Notes
				forward to a later year to be used at the point of construction.	

## ANNEX ONE

### BERL Inflation adjusters

Expenditure for 2021/22 has been estimated based on 2020/21 estimated out-turn; personnel costs were increased by 2% and other operating costs (excluding interest, depreciation, and some other minor costs) were not adjusted. BERL<sup>31</sup> advised that the 2021/22 year and 2022/23 forecasts of price level change would be unsettled by the pandemic and there was some discretion to the PLC applied during those years. CDC has considered that there would be no change in 2021/22 apart from the adjustment to personnel costs; and that for the subsequent year a flat change of 2% would be applied. Beyond this, inflation has been factored into the Plan using the BERL forecast changes as follows:

Year	Operating excluding Personnel	Capital	Personnel
2020/21	0.00%	0.00%	0.00%
2021/22	0.00%	0.00%	2.00%
2022/23	2.00%	2.00%	2.00%
2023/24	2.80%	3.08%	2.39%
2024/25	2.63%	2.61%	1.58%
2025/26	2.47%	2.55%	1.74%
2026/27	2.50%	2.66%	1.89%
2027/28	2.44%	2.68%	2.12%
2028/29	2.55%	2.69%	2.34%
2029/30	2.65%	2.87%	2.46%
2030/31	2.75%	2.87%	2.56%

## Accounting policies

<sup>31</sup> *Forecasts of Price Level Change Adjustors—2017 Update: Note to Society of Local Government Managers, Business and Economic Research Limited, September 2017*

**Reporting Entity**

Carterton District Council (Council) is a territorial local body governed by the Local Government Act 2002 (LGA 2002) and Local Government (Rating) Act 2002 and is domiciled in New Zealand.

The Council is a separate legal entity and does not have any subsidiaries. The Council provides local infrastructure, local public services, and performs regulatory functions to the community. The Council does not operate to make a financial return.

The Council has designated itself as a public benefit entity (PBE) for the purposes of complying with generally accepted accounting practice

The financial forecasts of the Council comply with PBE standards.

The financial forecasts of the CDC are for the ten financial years from 1 July 2021 to 30 June 2031. The financial forecasts were authorised for issue by Council on 23 June 2021. The Council is responsible for the prospective financial statements presented, including the appropriateness of the assumptions underlying the prospective financial statements and all other required disclosures.

**Basis of Preparation**

The prospective financial statements of the Carterton District Council have been prepared in accordance with the requirements of the Local Government Act 2002, section 93 and Part 1 of Schedule 10, and the information may not be appropriate for other purposes.

These prospective financial statements have been prepared in accordance with PBE standards for a Tier 2 entity as the Council does not have public accountability and is not large.

**Statement of prospective financial information**

The financial information contained in this document is a forecast for the purposes of PBE Financial Reporting Standard (FRS) 42. It has been prepared on the basis of assumptions as to future events that the Council reasonably expects to occur, associated with the actions it reasonably expects to take, as at the date the forecasts were prepared. The purpose for which it has been prepared is to enable the public to participate in the decision making process as to the services to be provided by the Council to the community.

Council does not intend to update the prospective financial statements subsequent to the final presentation of the Ten Year Plan. It will however update the prospective financial statements relating to the financial year being considered within each subsequent Annual Plan to this Ten Year Plan.

The Ten Year Plan is in full compliance with PBE FRS 42.

The actual results achieved are likely to vary from the information presented. The variation may be material and will be dependent upon circumstances which arise during the forecast period.

The accounting policies set out below have been applied consistently to all periods presented in these prospective financial statements.

The prospective financial statements have been prepared on a historical cost basis, modified by the revaluation of land and buildings, certain infrastructure assets, forestry assets and certain financial instruments. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources.

The prospective financial statements are presented in New Zealand dollars and all values are rounded to the nearest dollar. The functional currency of the Council is New Zealand dollars.

## **Comparative Information**

The Annual Plan 2020/2021 adopted by the Council on 24 June 2020 has been provided as a comparator for these consolidated prospective financial statements. The closing balance in this comparative differs from the opening position used to prepare these consolidated prospective financial statements which is based on the most up-to-date forecast information.

## **Changes in accounting policies**

### *Financial instruments*

In March 2019, the XRB issued PBE IPSAS 41 Financial Instruments. PBE IFRS 41 supersedes parts of PBE IPSAS 29 Financial Instruments: Recognition and Measurement. It also supersedes PBE IFRS 9 Financial Instruments. PBE IPSAS 41 is effective for annual periods beginning on or after 1 January 2022, with early application permitted.

The main changes under PBE IPSAS 41 are:

- Introduces a new classification and measurement model for financial assets that considers the characteristics of the asset's cash flows and the objective for which the asset is held. This could result in some instruments moving from amortised cost accounting to fair value accounting, or vice versa.
- Applies a forward-looking expected credit loss model that is applicable to all financial instruments subject to impairment testing.
- Introduces a hedge accounting model that broadens the hedging arrangements in scope of the guidance.

The Council has applied PBE IPSAS 41 in preparing its financial statements for the entire ten years covered by this Ten Year Plan from 1 July 2021. The 2020/21 comparative annual plan forecast information was prepared using different financial instrument accounting policies than what was applied in the Ten Year Plan forecast financials. The reader is referred to the financial instrument accounting policies included in the 2020/21 annual plan. There has been no material impact arising as a result of remeasurement of financial assets that have been classified differently under the new standard.

All other standards, interpretations and amendments approved but not yet effective in the current year are either not applicable to the Council or are not expected to have a material impact on the financial statements

## Significant Accounting Policies

### Revenue

Revenue is estimated at the fair value of consideration received or receivable.

Revenue may be derived from either exchange or non-exchange transactions.

#### *Revenue from exchange and non-exchange transactions*

Revenue from exchange transactions arises where the Council provides goods or services to another entity and directly receives approximately equal value (primarily in the form of cash in exchange).

Revenue from non-exchange transactions arises from transactions that are not exchange transactions. Revenue from non-exchange transaction arises when the Council receives value from another party without giving approximately equal value directly in exchange for the value received.

Approximately equal value is considered to reflect a fair or market value, which is normally commensurate with an arm's length commercial transaction between a willing buyer and willing seller. Many of the services that the Council provides for a fee are charged at below market value as they are subsidised by rates. Other services operate on a cost recovery or breakeven basis and are not considered to reflect a market return. Most of the Council's revenue is therefore categorised as non-exchange.

Specific accounting policies for major categories of revenue are outlined below. The Council undertakes various activities as part of its normal operations, some of which generate revenue, but generally at below market rates. The following categories (except where noted) are classified as transfers, which are non-exchange transactions other than taxes.

#### *Rates revenue*

General rates, targeted rates (excluding water rates by meter), and uniform annual general charges are recognised at the start of the financial year to which the rates resolution relates. They are recognised at the amounts due.

The Council considers that the effect of payment of rates by instalments is not sufficient to require discounting of rates receivables and subsequent recognition of interest revenue.

Rates are a tax as they are payable under the Local Government Ratings Act 2002 and are therefore defined as non-exchange.

Rates collected on behalf of the Greater Wellington Regional Council (GWRC) are not recognised in the financial statements as CDC is acting as an agent for the GWRC.

Revenue from water rates by meter is recognised on an accrual basis and are taxes that use a specific charging mechanism to collect the rate and are non-exchange revenue. Unbilled usage, as a result of unread meters at year end, is accrued on an average usage basis.

*Other revenue***Government Grants**

Government grants are received from the New Zealand Transport Agency, which subsidises part of the costs of maintaining the local roading infrastructure. The subsidies are recognised as revenue upon entitlement as conditions pertaining to eligible expenditure have been fulfilled.

Various grants are also received from a number of Crown bodies for a range of purposes, such as employment subsidies, assistance with community activities, and grant money for distribution to the community. The grants are recognised as revenue when they become receivable.

Other grants and bequests – with or without conditions – are recognised as revenue when they become receivable.

**Provision of services**

Revenue from the rendering of services is recognised by reference to the stage of completion of the transaction at balance date, based on the actual service provided as a percentage of the total services to be provided.

**Vested assets**

Where a physical asset is acquired for nil or nominal consideration the fair value of the asset received is recognised as revenue. Assets vested in the Council are recognised as revenue when control over the asset is obtained. The fair value of vested assets is usually determined by reference to the cost of constructing the asset. Vested asset revenue is recognised as non-exchange revenue when the maintenance period (where the developer is responsible for addressing maintenance items) ends and the asset is at the required standard to be taken over by Council.

**Sale of goods**

The sale of goods is classified as exchange revenue. Sale of goods is recognised when products are sold to the customer and all risks and rewards of ownership have transferred to the customer.

**Agency arrangements**

Where revenue is derived by acting as an agent for another party, the revenue that is recognised is the commission or fee on the transaction.

**Interest and dividends**

Interest income is exchange revenue and is recognised using the effective interest method. Dividends are recognised when the right to receive payment has been established and are classified as exchange revenue. Dividends are recorded net of imputation credits.

**Fines and penalties**

Revenue from fines and penalties (e.g. traffic and parking infringements, library overdue book fines, rates penalties) is recognised when infringement notices are issued or when the fines/penalties are otherwise imposed.

**Other gains and losses**

Gains include additional earnings on the disposal of property, plant and equipment and movements in the fair value of financial assets and liabilities.

**Development and financial contributions**



Development contributions and financial contributions are recognised as revenue when the Council provides, or is able to provide, the service for which the contributions were charged. Otherwise development contributions and financial contributions are recognised as liabilities until such time as the Council provides, or is able to provide, the service.

**Borrowing costs**

Borrowing costs are recognised as an expense in the period in which they are incurred.

**Grant expenditure**

Non-discretionary grants are those grants that are awarded if the grant application meets the specified criteria and are recognised as expenditure when an application that meets the specified criteria for the grant has been approved by the Council.

Discretionary grants are those grants where the Council has no obligation to award on receipt of the grant application and are recognised as expenditure when a successful applicant has been notified of the Council's decision.

**Income tax**

Income tax expense includes current tax and deferred tax.

Current tax is the amount of income tax payable based on the taxable surplus for the current year, plus any adjustments to income tax payable in respect of prior years. Current tax is calculated using tax rates (and tax laws) that have been enacted or substantively enacted at balance date.

Deferred tax is the amount of income tax payable or recoverable in future periods in respect of temporary differences and unused tax losses. Temporary differences and differences between the carrying amount of assets and liabilities in the financial statements and the corresponding tax bases used in the computation of taxable surplus.

Deferred tax is measured at the tax rates that are expected to apply when the asset is realised or the liability is settled, based on tax rates (and tax laws) that have been enacted or substantively enacted at balance date. The measurement of deferred tax reflects the tax consequences that would follow from the manner in which the Council expects to recover or settle the carrying amount of its assets and liabilities.

Deferred tax liabilities are generally recognised for all taxable temporary differences. Deferred tax assets are recognised to the extent that it is probable that taxable profits will be available against which the deductible temporary differences or tax losses can be utilised.

Deferred tax is not recognised if the temporary difference arises from the initial recognition of goodwill or from the initial recognition of an asset and liability in a transaction that is not a business combination, and at the time of the transaction, affects neither accounting surplus nor taxable surplus.

Current and deferred tax is recognised against the surplus or deficit for the period, except to the extent that it relates to a business combination, or to transactions recognised in other comprehensive revenue and expenses or directly in equity.

**Leases***Finance leases*

A finance lease is a lease that transfers to the lessee substantially all the risks and rewards incidental to ownership of an asset, whether or not title is eventually transferred.

At the commencement of the lease term, finance leases are recognised as assets and liabilities in the prospective statement of financial position at the lower of the fair value of the leased item or the present value of the minimum lease payments.

The finance charge is charged to the surplus or deficit over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability.

The amount recognised as an asset is depreciated over its useful life. If there is no certainty as to whether the Council will obtain ownership at the end of the lease term, the asset is fully depreciated over the shorter of the lease term and its useful life.

*Operating leases*

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset. Lease payments under an operating lease are recognised as an expense on a straight-line basis over the lease term.

**Cash and cash equivalents**

Cash and cash equivalents includes cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

Bank overdrafts are shown within borrowings in current liabilities in the prospective statement of financial position.

**Debtors and other receivables**

Short-term debtors and other receivables are recorded at their face value, less any provision for impairment.

Impairment of a receivable is established when there is objective evidence that the Council will not be able to collect amounts due according to the original terms of the receivable. Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, receivership or liquidation, and default in payments are considered indicators that the debt is impaired. The amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted using the original effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectible, it is written off against the allowance account for receivables. Overdue receivables that have been renegotiated are reclassified as current (that is, not past due).

**Derivative financial instruments and hedge accounting**

The Council does not engage in the use of derivative financial instruments and hedging activities.

**Other financial assets**

Financial assets are initially recognised at fair value plus transaction costs unless they are carried at fair value through surplus or deficit in which case the transaction costs are recognised in the surplus or deficit.

Purchases and sales of financial assets are recognised on trade-date, the date on which the Council commits to purchase or sell the asset. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the Council has transferred substantially all the risks and rewards of ownership.

Financial assets are classified into the following categories for the purpose of measurement:

- Fair value through surplus or deficit
- Loans and receivables
- Held to maturity investments
- Fair value through other comprehensive revenue and expenses

The classification of a financial asset depends on the purpose for which the instrument was acquired.

***Loans and receivables***

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for maturities greater than 12 months after the balance date, which are included in non-current assets.

After initial recognition, they are measured at amortised cost, using the effective interest method less impairment. Gains and losses when the asset is impaired or derecognised are recognised in the surplus or deficit.

Loans to community organisations made at nil or below-market interest rates are initially recognised at the present value of their expected future cash flows, discounted at the current market rate of return for a similar financial instrument. The loans are subsequently measured at amortised cost using the effective interest method. The difference between the face value and present value of the expected future cash flows of the loan is recognised in the surplus or deficit as a grant.

Council's loans and receivables comprise debtors and other receivables, community and related party loans. Loans and receivables are classified as "debtors and other receivables" in the prospective statement of financial position.

**Impairment of financial assets**

Financial assets are assessed for objective evidence of impairment at each balance date. Impairment losses are recognised in the surplus or deficit.

***Loans and other receivables***

Impairment is established when there is objective evidence that the Council will not be able to collect amounts due according to the original terms of the debt. Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, and default in payments are considered indicators that the asset is impaired. The amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted using the original effective interest rate. For debtors and other receivables, the carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectible, it is written-off against the allowance account. Overdue receivables that have been renegotiated are reclassified as current (that is, not past due). Impairment in term deposits, local authority stock, government stock, and community loans, are recognised directly against the instruments carrying amount.

**Property, plant, and equipment**

Property, plant and equipment consists of:

*Operational assets*—land, buildings, fixtures and fittings, office equipment, library collections, motor vehicles, plant and equipment, landfill post closure and water races.

*Infrastructure assets*— fixed utility systems owned by the Council. Each asset class includes all items that are required for the network to function. For example, sewer reticulation includes reticulation piping and sewer pump stations.

*Heritage assets*—assets owned by the Council that are of cultural or historical significance to the community and cannot be replaced due to the nature of the assets. Buildings recorded under the Historical Places Act 1993 have been recorded as heritage assets.

Property, plant and equipment is shown at cost or valuation, less accumulated depreciation and impairment losses.

***Revaluation***

Land and buildings (operational and restricted), library books, and infrastructure assets (except land under roads) are revalued with sufficient regularity to ensure that their carrying amount does not differ materially from fair value and at least every three years. All other assets are carried at depreciated historical cost.

The carrying values of revalued assets are assessed annually to ensure that they do not differ materially from the assets' fair values. If there is a material difference, then the off-cycle asset classes are revalued.

Revaluations of property, plant, and equipment are accounted for on a class of asset basis.

The net revaluation results are credited or debited to other comprehensive revenue and expenses and are accumulated to an asset revaluation reserve in equity for that class of asset.

Where this would result in a debit balance in the asset revaluation reserve, this balance is not recognised in other comprehensive revenue and expenses but is recognised in the surplus or deficit. Any subsequent increase on revaluation that reverses a previous decrease in value recognised in the surplus or deficit will be recognised first in the surplus or deficit up to the amount previously expensed, and then recognised in other comprehensive revenue and expenses.

*Additions*

The cost of an item of property, plant, and equipment is recognised as an asset if, and only if, it is probable that future economic benefits or service potential associated with the item will flow to the Council and the cost of the item can be measured reliably.

Work in progress is recognised at cost less impairment and is not depreciated.

Property, plant, and equipment is recognised at cost. Where an asset is acquired at no cost, or for nominal cost, it is recognised at fair value as at the date of acquisition.

*Subsequent costs*

Costs incurred subsequent to initial acquisition are capitalised only when it is probable that future economic benefits or service potential associated with the item will flow to Council and the cost of the item can be measured reliably.

*Disposals*

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount of the asset. Gains and losses on disposals are reported net in the surplus or deficit. When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to accumulated funds.

*Depreciation*

Depreciation is provided on a straight-line basis on all property, plant and equipment other than land (which also includes the landfill and water races), at rates which will write off the cost (or valuation) of the assets to their estimated residual values over their useful lives. The estimated useful lives and associated depreciation rates of major classes of assets have been estimated as follows:

Buildings	3 to 100 years	1.00–35.00%
Plant and equipment	10 to 50 years	2.00–10.00%
Motor vehicles	10 years	10.00%
Fixtures and fittings	10 to 50 years	2.00–10.00%
Office equipment	5 to 10 years	10.00–20.00%
Library collections	5 to 6 years	18.90%
Roads, bridges & footpaths*	8 to 65 years	1.60–12.00%
Water systems*	4 to 80 years	1.60–23.00%
Stormwater systems*	20 to 100 years	1.00–5.00%
Sewerage systems*	10 to 80 years	1.5–10.0%
Heritage assets	20 to 50 years	2.00–5.00%

In relation to infrastructure assets marked \* (above), depreciation has been calculated at a componentry level based on the estimated remaining useful lives as assessed by Council's engineers and independent registered valuers. A summary of these lives is detailed above.

The residual value and useful life of an asset is reviewed, and adjusted if applicable, at each financial year end.

## **Intangible assets**

### *Software acquisition*

Acquired computer software licenses are capitalised on the basis of the costs incurred to acquire and bring to use the specific software.

Costs that are directly associated with the development of software for internal use are recognised as an intangible asset. Direct costs include the software development employee costs and an appropriate portion of relevant overheads.

Staff training costs are recognised in the surplus or deficit when incurred.

Costs associated with maintaining computer software are recognised as an expense when incurred.

### *Easements*

Easements are recognised at cost, being the costs directly attributable in bringing the asset to its intended use. Easements have an indefinite life and are not amortised, but are instead tested for impairment annually.

### *Resource consents*

Costs incurred in obtaining resource consents are capitalised and classified as intangible assets. Costs are amortised on a straight-line basis over the term granted by the resource consent, and are stated at cost less accumulated amortisation and impairment losses.

### *Carbon credits*

Purchased carbon credits are recognised at cost on acquisition. Free carbon credits received from the Crown are recognised at fair value on receipt. They are not amortised but are instead tested for impairment annually. They are derecognised when they are used to satisfy carbon emission obligations.

### *Amortisation*

The carrying value of an intangible asset with a finite life is amortised on a straight-line basis over its useful life. Amortisation begins when an asset is available for use and ceases at the date that the asset is derecognised. The amortisation charge for each period is recognised in the surplus or deficit.

The useful lives and associated amortisation rates of major classes of intangible assets have been estimated as follows:

Computer software	5 years	20.00%
Resource consents	3–10 years	10.00–33.33%

**Impairment of property, plant and equipment and intangible assets**

Intangible assets that have an indefinite useful life, or not yet available for use, are not subject to amortisation and are tested annually for impairment. Assets that have a finite useful life are reviewed for indicators of impairment at each balance date. When there is an indicator of impairment the asset's recoverable amount is estimated. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is depreciated replacement cost for an asset where the future economic benefits or service potential of the asset are not primarily dependent on the assets ability to generate net cash flows and where the entity would, if deprived of the asset, replace its remaining future economic benefits or service potential.

The value in use for cash-generating assets and cash-generating units is the present value of expected future cash flows.

If an asset's carrying amount exceeds its recoverable amount, the asset is impaired and the carrying amount is written down to the recoverable amount. For revalued assets, the impairment loss is recognised against the revaluation reserve for that class of asset. Where that results in a debit balance in the revaluation reserve, the balance is recognised in the surplus or deficit.

For assets not carried at a revalued amount, the total impairment loss is recognised in the surplus or deficit.

**Forestry assets**

Standing forestry assets are independently revalued annually at fair value less estimated cost to sell for one growth cycle. Fair value is determined based on the present value of expected net cash flows discounted at a current market determined rate. This calculation is based on existing sustainable felling plans and assessments regarding growth, timber prices, felling costs and silvicultural costs and takes into consideration environmental, operational and market restrictions.

Gains or losses arising on initial recognition of forestry assets at fair value less estimated costs to sell and from a change in fair value less estimated costs to sell are recognised in the surplus or deficit.

Forestry maintenance costs are recognised in the surplus or deficit when incurred.

**Creditors and other payables**

Short-term creditors and other payables are recorded at their face value.

**Borrowings**

Borrowings are initially recognised at their fair value net of transactions costs incurred. After initial recognition, all borrowings are measured at amortised cost using the effective interest method.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance date or if the borrowings are expected to be settled within 12 months of balance date.

**Employee entitlements***Short-term employee entitlements*

Employee benefits expected to be settled within 12 months of balance date are measured at nominal values based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date, annual leave earned but not yet taken at balance date, long service leave entitlements expected to be settled within twelve months, and sick leave.

A liability for sick leave is recognised to the extent that compensated absences in the coming year are expected to be greater than the sick leave entitlements earned in the coming year. The amount is calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent it will be used by staff to cover those future absences.

A liability and an expense are recognised for bonuses where the Council has a contractual obligation or where there is a past practice that has created a constructive obligation.

*Long-term employee entitlements*

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement and contractual entitlements information; and
- the present value of the estimated future cash flows.

A discount rate of 4.63% and an inflation factor of 3.00% were used. The discount rate is based on the weighted average of Government interest rates for stock with terms to maturity similar to those of the relevant liabilities. The inflation factor is based on the expected long-term increase in remuneration for employees.

*Presentation of employee entitlements*

Sick leave, annual leave, vested long service leave, and non-vested long service leave and retirement gratuities expected to be settled within 12 months of balance date, are classified as a current liability. All other employee entitlements are classified as a non-current liability.

**Superannuation schemes**

Obligations for contributions to defined contribution superannuation schemes are recognised as an expense in the surplus or deficit as incurred.



**Financial guarantee contracts**

A financial guarantee contract is a contract that requires the Council to make specified payments to reimburse the holder of the contract for a loss it incurs because a specified debtor fails to make payment when due.

Financial guarantee contracts are initially recognised at fair value, even if a payment under the guarantee is not considered probable. If a financial guarantee contract was issued in a standalone arm's-length transaction to an unrelated party, its fair value at inception is equal to the consideration received. When no consideration is received, a liability is recognised based on the probability that the Council will be required to reimburse a holder for a loss incurred discounted to present value. The portion of the guarantee that remains unrecognised, prior to discounting to fair value, is disclosed as a contingent liability.

Financial guarantees are subsequently measured at the initial recognition amount less any amortisation. However, if it is probable that expenditure will be required to settle a guarantee, then the provision for the guarantee is measured at the present value for the future expenditure.

**Equity**

Equity is the community's interest in the CDC and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into the following components.

- Public equity – accumulated funds
- Restricted reserves
- Other reserves – trust funds
- Asset revaluation reserves
- Fair value through other comprehensive revenue and expense reserves

***Restricted reserves***

Restricted reserves are a component of equity generally representing a particular use to which various parts of equity have been assigned. Reserves may be legally restricted or created by the Council.

Restricted reserves are those subject to specific conditions accepted as binding by the Council and which may not be revised by the Council without reference to the Courts or a third party. Transfers from these reserves may be made only for certain specified purposes or when certain specified conditions are met.

Also included in restricted reserves are reserves restricted by Council decision. The Council may alter them without references to any third party or the Courts. Transfers to and from these reserves are at the discretion of the Council.

Council's objectives, policies, and processes for managing capital are described in note 29 of the 2020 Annual Report.

*Asset revaluation reserves*

This reserve relates to the revaluation of property, plant, and equipment to fair value.

*Fair value through other comprehensive revenue and expense reserves*

This reserve comprises the cumulative net change in the fair value of fair value through other comprehensive revenue and expenses instruments.

**Goods and services tax (GST)**

All items in the financial forecasts are stated exclusive of GST, except for debtors and other receivables and creditors and other payables, which are stated on a GST inclusive basis. GST not recoverable as input tax is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the Inland Revenue Department (IRD) is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as an operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

**Cost allocation**

The cost of service for each significant activity of Council has been derived using the cost allocation system outlined below.

Direct costs are those costs directly attributable to a significant activity. Indirect costs are those costs which cannot be identified in an economically feasible manner with a significant activity.

Direct costs are charged directly to significant activities. Indirect costs are charged to significant activities using appropriate cost drivers such as actual usage, staff numbers, and floor area.

**Prospective statement of cash flows**

Cash means cash balances on hand, held in bank accounts, demand deposits and other highly liquid investments in which Council invests as part of its day-to-day cash management. GST is disclosed net as disclosing gross amounts does not provide any further meaningful information.

Operating activities include cash received from all income sources and cash payments made for the supply of goods and services. Agency transactions (the collection of Regional Council rates) are recognised as receipts and payments in the prospective statement of cash flows because they flow through the Council's main bank account.

Investing activities are those activities relating to the acquisition and disposal of non-current assets.

Financing activities comprise the change in equity and debt structure of the Council.

**Critical accounting estimates and assumptions**

In preparing these prospective financial statements, the Council has made estimates and assumptions concerning the future. These are disclosed in the significant forecasting assumptions section from page 94.

**Critical judgments in applying Council's accounting policies**

There are no notable critical judgements exercised by management in applying the Council's accounting policies for the ten financial years ending 30 June 2022 to 30 June 2031.

**Prospective total surplus/(deficit)**

Council is projecting a surplus for the ten financial years ending 30 June 2022 to 30 June 2031.

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF FINANCIAL PERFORMANCE****FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Operating Revenue</b>											
Rates	14,069,756	15,070,079	16,046,568	16,962,461	17,872,373	18,753,806	19,524,819	20,169,220	20,806,763	21,519,220	22,358,404
Rates penalties	-	69,900	69,900	69,900	69,900	69,900	69,900	69,900	69,900	69,900	69,900
Finance revenue	157,500	38,781	40,324	42,566	46,983	51,523	56,200	60,806	65,612	70,258	74,835
Fees and charges	1,235,700	1,853,350	1,939,377	2,089,083	2,190,280	2,244,386	2,300,496	2,356,605	2,416,723	2,480,848	2,548,981
NZTA subsidy	1,850,000	2,359,600	2,146,600	2,105,800	2,161,000	2,215,400	2,272,900	2,331,500	2,393,000	2,459,500	2,528,800
Grants and subsidies	23,900	943,900	63,900	23,900	23,900	23,900	23,900	23,900	23,900	23,900	23,900
Petrol tax	77,000	98,000	112,200	115,341	118,373	121,297	124,330	127,362	130,611	134,077	137,759
Recoveries	172,644	184,844	208,941	193,819	198,914	225,882	208,924	214,019	243,227	225,303	231,490
Rentals	96,994	128,994	131,574	135,257	138,813	142,242	145,798	149,354	153,164	157,228	161,546
Forestry harvest	-	8,500	10,200	10,486	10,761	11,027	11,303	11,578	11,874	12,189	12,524
Commissions	51,050	51,050	52,071	53,529	54,936	56,293	57,700	59,108	60,615	62,224	63,933
Miscellaneous revenue	28,800	22,650	24,123	24,798	25,450	26,079	26,731	27,383	28,081	28,827	29,618
Contributions	409,359	592,700	600,800	608,900	1,419,800	1,461,073	1,500,968	1,539,584	1,579,578	1,619,573	1,662,324
Profit on sale of assets	-	-	-	-	-	-	-	-	-	-	-
Assets vested in council	-	-	-	-	-	-	-	-	-	-	-
Share revaluation	-	-	-	-	-	-	-	-	-	-	-
<b>Total operating income</b>	<b>18,172,703</b>	<b>21,422,347</b>	<b>21,446,578</b>	<b>22,435,838</b>	<b>24,331,485</b>	<b>25,402,808</b>	<b>26,323,967</b>	<b>27,140,320</b>	<b>27,983,049</b>	<b>28,863,046</b>	<b>29,904,014</b>
<b>Operating Expenditure</b>											
Governance	754,283	915,176	1,033,535	967,066	989,738	1,112,912	1,039,956	1,062,789	1,195,176	1,116,228	1,144,916
Roads & footpaths	4,240,303	4,894,208	5,085,682	5,416,343	5,521,847	5,695,119	6,180,086	6,326,628	6,565,243	7,109,741	7,281,004
Water Supply	2,845,004	3,494,627	3,791,227	4,040,088	4,134,015	4,332,615	4,455,092	4,720,379	5,281,021	5,227,879	5,332,326
Sewerage	2,720,569	3,055,495	3,454,066	3,614,205	3,777,666	3,874,738	3,913,762	3,974,589	4,130,043	4,204,516	4,269,140
Stormwater	281,272	299,832	319,633	329,941	347,986	380,385	393,766	424,604	460,539	467,341	483,599
Waste management	1,133,551	1,170,800	1,235,378	1,371,832	1,471,620	1,507,167	1,545,182	1,579,843	1,613,610	1,650,052	1,682,116
Community support	4,706,469	4,762,480	4,807,215	4,976,119	5,117,004	5,119,866	5,216,035	5,321,177	5,410,898	5,477,490	5,615,431
Regulatory & planning	1,470,112	1,345,014	1,443,859	1,482,942	1,510,019	1,545,462	1,583,196	1,607,045	1,646,874	1,690,902	1,731,011
Bad debts	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Loss on sale of assets	-	-	-	-	-	-	-	-	-	-	-
<b>Total operating expenditure</b>	<b>18,191,564</b>	<b>19,977,632</b>	<b>21,210,594</b>	<b>22,238,537</b>	<b>22,909,895</b>	<b>23,608,264</b>	<b>24,367,075</b>	<b>25,057,053</b>	<b>26,343,405</b>	<b>26,984,149</b>	<b>27,579,541</b>
<b>Operating Surplus/(deficit)</b>	<b>(18,861)</b>	<b>1,444,716</b>	<b>235,985</b>	<b>197,301</b>	<b>1,421,590</b>	<b>1,794,545</b>	<b>1,956,892</b>	<b>2,083,266</b>	<b>1,639,644</b>	<b>1,878,897</b>	<b>2,324,473</b>
Revaluation gains	-	-	-	-	-	-	-	-	-	-	-
Fair value gain/(losses)	-	-	-	-	-	-	-	-	-	-	-
<b>Surplus/(deficit) before tax</b>	<b>(18,861)</b>	<b>1,444,716</b>	<b>235,985</b>	<b>197,301</b>	<b>1,421,590</b>	<b>1,794,545</b>	<b>1,956,892</b>	<b>2,083,266</b>	<b>1,639,644</b>	<b>1,878,897</b>	<b>2,324,473</b>
Taxation expense	-	-	-	-	-	-	-	-	-	-	-
<b>Surplus/(deficit) after tax</b>	<b>(18,861)</b>	<b>1,444,716</b>	<b>235,985</b>	<b>197,301</b>	<b>1,421,590</b>	<b>1,794,545</b>	<b>1,956,892</b>	<b>2,083,266</b>	<b>1,639,644</b>	<b>1,878,897</b>	<b>2,324,473</b>
<b>Note: Total expenditure includes -</b>											
Depreciation	4,683,427	6,168,429	6,909,765	7,415,841	7,742,424	8,014,681	8,458,687	8,792,711	9,492,589	9,744,961	9,966,304
Finance costs	659,282	201,324	297,384	318,435	373,312	410,341	402,136	498,945	595,564	587,049	624,244
Personnel	4,550,137	4,836,098	4,932,820	5,050,492	5,130,509	5,219,940	5,318,785	5,431,750	5,558,836	5,695,336	5,841,250

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF OTHER COMPREHENSIVE REVENUE AND EXPENSE  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Surplus/(deficit) after tax</b>	(18,861)	1,444,716	235,985	197,301	1,421,590	1,794,545	1,956,892	2,083,266	1,639,644	1,878,897	2,324,473
Increase/(decrease) in revaluation reserves	1,331,430	1,988,946	9,458,626	2,776,700	3,606,213	13,422,077	2,412,169	4,094,826	15,159,673	2,590,839	4,118,383
Financial assets at fair value through other comprehensive revenue and expense	-	-	-	-	-	-	-	-	-	-	-
Total other comprehensive revenue and expense	1,331,430	1,988,946	9,458,626	2,776,700	3,606,213	13,422,077	2,412,169	4,094,826	15,159,673	2,590,839	4,118,383
<b>Total comprehensive revenue and expense</b>	<b>1,312,569</b>	<b>3,433,661</b>	<b>9,694,610</b>	<b>2,974,001</b>	<b>5,027,803</b>	<b>15,216,622</b>	<b>4,369,061</b>	<b>6,178,093</b>	<b>16,799,317</b>	<b>4,469,736</b>	<b>6,442,856</b>



**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF CHANGES IN EQUITY  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021	LTP 30 June 2022	LTP 30 June 2023	LTP 30 June 2024	LTP 30 June 2025	LTP 30 June 2026	LTP 30 June 2027	LTP 30 June 2028	LTP 30 June 2029	LTP 30 June 2030	LTP 30 June 2031
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Equity at start of year</b>	223,515,862	224,907,249	228,340,911	238,035,521	241,009,522	246,037,325	261,253,947	265,623,008	271,801,100	288,600,417	293,070,153
Total comprehensive revenue and expense	1,312,569	3,433,661	9,694,610	2,974,001	5,027,803	15,216,622	4,369,061	6,178,093	16,799,317	4,469,736	6,442,856
<b>Equity at end of year</b>	224,828,431	228,340,911	238,035,521	241,009,522	246,037,325	261,253,947	265,623,008	271,801,100	288,600,417	293,070,153	299,513,009
<b><u>Components of equity</u></b>											
Retained earnings at start of year	125,541,146	117,653,133	124,392,855	126,913,658	128,181,194	127,804,255	126,725,391	125,807,923	125,664,061	123,568,602	121,608,417
Surplus/(deficit) after tax	(18,861)	1,444,716	235,985	197,301	1,421,590	1,794,545	1,956,892	2,083,266	1,639,644	1,878,897	2,324,473
Transfers (to)/from revaluation reserves											
Transfers (to)/from restricted/council created reserves	(1,472,543)	5,295,007	2,284,819	1,070,234	(1,798,529)	(2,873,409)	(2,874,360)	(2,227,128)	(3,735,103)	(3,839,082)	(2,800,198)
<b>Retained earnings at end of year</b>	124,049,742	124,392,855	126,913,658	128,181,194	127,804,255	126,725,391	125,807,923	125,664,061	123,568,602	121,608,417	121,132,692
Revaluation reserves at start of year	90,559,553	93,581,997	95,570,942	105,029,568	107,806,268	111,412,481	124,834,559	127,246,727	131,341,554	146,501,226	149,092,065
Transfers (to)/from Equity											
Financial asset revaluation gains	-	-	-	-	-	-	-	-	-	-	-
Revaluation gains	1,331,430	1,988,946	9,458,626	2,776,700	3,606,213	13,422,077	2,412,169	4,094,826	15,159,673	2,590,839	4,118,383
<b>Revaluation reserves at end of year</b>	91,890,983	95,570,942	105,029,568	107,806,268	111,412,481	124,834,559	127,246,727	131,341,554	146,501,226	149,092,065	153,210,448
Restricted/council created reserves at start of year	3,612,678	5,500,007	4,381,238	4,619,382	4,944,858	6,134,172	7,377,408	8,676,012	9,729,311	10,848,119	11,974,294
Transfers (to)/from reserves	1,206,043	(1,118,769)	238,144	325,476	1,189,315	1,243,235	1,298,604	1,053,299	1,118,808	1,126,175	858,881
Transfers (to)/from other reserves	-										
<b>Restricted reserves at end of year</b>	4,818,721	4,381,238	4,619,382	4,944,858	6,134,172	7,377,408	8,676,012	9,729,311	10,848,119	11,974,294	12,833,175
Other (Council created) reserves at start of year	3,802,485	8,172,113	3,995,875	1,472,912	77,203	686,417	2,316,590	3,892,346	5,066,175	7,682,470	10,395,377
Transfers (to)/from restricted/council created reserves	266,500	(4,176,237)	(2,522,963)	(1,395,710)	609,214	1,630,173	1,575,756	1,173,829	2,616,295	2,712,907	1,941,316
<b>Other (Council created) reserves at end of year</b>	4,068,985	3,995,875	1,472,912	77,203	686,417	2,316,590	3,892,346	5,066,175	7,682,470	10,395,377	12,336,694
<b>Equity at end of year</b>	224,828,431	228,340,911	238,035,521	241,009,522	246,037,325	261,253,947	265,623,008	271,801,100	288,600,417	293,070,153	299,513,009

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF FINANCIAL POSITION  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Assets</b>											
<b>Current assets</b>											
Cash and cash equivalents	1,071,088	9,162,662	7,465,756	6,831,210	8,315,209	11,196,036	14,477,845	17,465,881	21,383,896	25,646,223	29,664,953
Debtors and other receivables	5,171,104	1,738,589	1,775,016	1,827,020	1,877,230	1,925,647	1,975,857	2,026,067	2,079,863	2,137,246	2,198,216
Investments	4,818,722	4,381,238	4,619,382	4,944,858	6,134,172	7,377,408	8,676,012	9,729,311	10,848,119	11,974,294	12,833,175
<b>Total current assets</b>	<b>11,060,914</b>	<b>15,282,490</b>	<b>13,860,154</b>	<b>13,603,088</b>	<b>16,326,611</b>	<b>20,499,091</b>	<b>25,129,713</b>	<b>29,221,258</b>	<b>34,311,878</b>	<b>39,757,763</b>	<b>44,696,343</b>
<b>Non-current assets</b>											
Property, plant and equipment	231,857,946	230,854,222	242,421,792	246,876,676	253,330,191	262,624,063	260,563,006	274,488,377	284,016,892	280,882,100	285,685,924
Forestry assets	973,000	1,013,800	1,013,800	1,013,800	1,013,800	1,013,800	1,013,800	1,013,800	1,013,800	1,013,800	1,013,800
Intangible assets	993,570	1,847,196	1,701,451	1,570,717	1,820,963	1,967,582	2,129,592	1,985,648	1,803,542	1,643,876	1,776,134
Investments	20,795	423,021	423,021	423,021	423,021	423,021	423,021	423,021	423,021	423,021	423,021
<b>Total non-current assets</b>	<b>233,845,311</b>	<b>234,138,239</b>	<b>245,560,063</b>	<b>249,884,214</b>	<b>256,587,975</b>	<b>266,028,466</b>	<b>264,129,419</b>	<b>277,910,846</b>	<b>287,257,255</b>	<b>283,962,797</b>	<b>288,898,879</b>
<b>Total assets</b>	<b>244,906,225</b>	<b>249,420,728</b>	<b>259,420,218</b>	<b>263,487,301</b>	<b>272,914,586</b>	<b>286,527,556</b>	<b>289,259,132</b>	<b>307,132,104</b>	<b>321,569,132</b>	<b>323,720,560</b>	<b>333,595,222</b>
<b>Liabilities</b>											
<b>Current liabilities</b>											
Creditors and other payables	2,886,158	1,984,862	2,024,559	2,081,231	2,135,949	2,188,713	2,243,431	2,298,149	2,356,775	2,419,309	2,485,753
Employee entitlements	432,827	589,916	601,714	616,068	625,828	636,737	648,795	662,574	678,076	694,727	712,526
Borrowings	-	430,372	430,372	430,372	430,372	430,372	430,372	430,372	430,372	430,372	430,372
Provisions	-	-	-	-	-	-	-	-	-	-	-
<b>Total current liabilities</b>	<b>3,318,985</b>	<b>3,005,149</b>	<b>3,056,645</b>	<b>3,127,671</b>	<b>3,192,149</b>	<b>3,255,822</b>	<b>3,322,597</b>	<b>3,391,094</b>	<b>3,465,223</b>	<b>3,544,408</b>	<b>3,628,650</b>
<b>Non-current liabilities</b>											
Provisions	-	-	-	-	-	-	-	-	-	-	-
Employee entitlements	61,447	60,340	60,340	60,340	60,340	60,340	60,340	60,340	60,340	60,340	60,340
Borrowings	16,697,362	18,014,329	18,267,712	19,289,768	23,624,771	21,957,447	20,253,188	31,879,570	29,443,152	27,045,659	30,393,223
<b>Total non-current liabilities</b>	<b>16,758,809</b>	<b>18,074,669</b>	<b>18,328,052</b>	<b>19,350,108</b>	<b>23,685,111</b>	<b>22,017,787</b>	<b>20,313,528</b>	<b>31,939,910</b>	<b>29,503,493</b>	<b>27,105,999</b>	<b>30,453,563</b>
<b>Equity</b>											
Public equity	124,049,742	124,392,855	126,913,658	128,181,194	127,804,255	126,725,391	125,807,923	125,664,061	123,568,602	121,608,417	121,132,692
Restricted reserves	4,818,721	4,381,238	4,619,382	4,944,858	6,134,172	7,377,408	8,676,012	9,729,311	10,848,119	11,974,294	12,833,175
Revaluation reserves	91,890,983	95,570,942	105,029,568	107,806,268	111,412,481	124,834,559	127,246,727	131,341,554	146,501,226	149,092,065	153,210,448
Other reserves	4,068,985	3,995,875	1,472,912	77,203	686,417	2,316,590	3,892,346	5,066,175	7,682,470	10,395,377	12,336,694
<b>Total equity</b>	<b>224,828,431</b>	<b>228,340,911</b>	<b>238,035,521</b>	<b>241,009,522</b>	<b>246,037,325</b>	<b>261,253,947</b>	<b>265,623,008</b>	<b>271,801,100</b>	<b>288,600,417</b>	<b>293,070,153</b>	<b>299,513,009</b>
<b>Total liabilities and equity</b>	<b>244,906,225</b>	<b>249,420,728</b>	<b>259,420,218</b>	<b>263,487,301</b>	<b>272,914,586</b>	<b>286,527,556</b>	<b>289,259,132</b>	<b>307,132,104</b>	<b>321,569,132</b>	<b>323,720,560</b>	<b>333,595,222</b>

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF CASH FLOWS  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Cash flows from Operating Activities</b>											
<b>Cash was received from:</b>											
Receipts from rates revenue	11,638,166	15,139,979	16,102,242	17,012,051	17,922,664	18,804,797	19,575,109	20,219,511	20,855,653	21,566,710	22,404,492
Grants, subsidies and donations	1,873,900	3,303,500	2,210,500	2,129,700	2,184,900	2,239,300	2,296,800	2,355,400	2,416,900	2,483,400	2,552,700
Petrol tax	77,000	98,000	112,200	115,341	118,373	121,297	124,330	127,362	130,611	134,077	137,759
Other revenue	1,994,547	2,842,088	2,944,885	3,084,177	4,008,354	4,137,474	4,221,318	4,327,031	4,460,476	4,551,219	4,673,259
Finance revenue	157,500	38,781	40,324	42,566	46,983	51,523	56,200	60,806	65,612	70,258	74,835
	15,741,113	21,422,347	21,410,151	22,383,835	24,281,275	25,354,392	26,273,757	27,090,110	27,929,252	28,805,663	29,843,045
<b>Cash was applied to:</b>											
Payments to suppliers & employees	13,213,593	13,607,878	13,951,949	14,433,235	14,729,680	15,119,570	15,439,477	15,696,900	16,181,123	16,572,954	16,904,751
Finance expenditure	659,282	201,324	297,384	318,435	373,312	410,341	402,136	498,945	595,564	587,049	624,244
	13,872,875	13,809,202	14,249,333	14,751,670	15,102,992	15,529,911	15,841,613	16,195,845	16,776,687	17,160,003	17,528,996
<b>Net cash flow from operating activities</b>	1,868,238	7,613,145	7,160,819	7,632,165	9,178,283	9,824,481	10,432,144	10,894,265	11,152,565	11,645,660	12,314,049
<b>Cash flows from Investing Activities</b>											
<b>Cash was received from:</b>											
Sale of property, plant and equipment	-	-	-	-	-	-	-	-	-	-	-
Term investments, shares & advances	8,297,654	7,520,522	4,381,238	4,619,382	4,944,858	6,134,172	7,377,408	8,676,012	9,729,311	10,848,119	11,974,294
Forestry investment	-	-	-	-	-	-	-	-	-	-	-
	8,297,654	7,520,522	4,381,238	4,619,382	4,944,858	6,134,172	7,377,408	8,676,012	9,729,311	10,848,119	11,974,294
<b>Cash was applied to:</b>											
Purchase of property, plant and equipment	9,125,543	13,829,331	8,872,964	8,963,291	10,839,972	4,033,094	4,147,472	18,479,312	3,679,324	3,859,664	10,784,002
Term investments, shares & advances	4,818,722	4,781,238	4,619,382	4,944,858	6,134,172	7,377,408	8,676,012	9,729,311	10,848,119	11,974,294	12,833,175
Forestry investment	-	-	-	-	-	-	-	-	-	-	-
	13,944,265	18,610,569	13,492,346	13,908,149	16,974,145	11,410,502	12,823,484	28,208,623	14,527,443	15,833,958	23,617,177
<b>Net cash flow from investing activities</b>	(5,646,611)	(11,090,047)	(9,111,108)	(9,288,767)	(12,029,287)	(5,276,330)	(5,446,076)	(19,532,611)	(4,798,132)	(4,985,839)	(11,642,884)
<b>Cash flows from Financing Activities</b>											
<b>Cash was received from:</b>											
Proceeds from borrowings	2,225,117	12,490,088	1,584,604	2,477,133	6,094,821	97,362	63,607	14,099,209	38,326	81,315	6,133,025
	2,225,117	12,490,088	1,584,604	2,477,133	6,094,821	97,362	63,607	14,099,209	38,326	81,315	6,133,025
<b>Cash was applied to:</b>											
Repayment of borrowings	(663,293)	1,257,874	1,331,220	1,455,077	1,759,818	1,764,686	1,767,867	2,472,827	2,474,743	2,478,809	2,785,460
	(663,293)	1,257,874	1,331,220	1,455,077	1,759,818	1,764,686	1,767,867	2,472,827	2,474,743	2,478,809	2,785,460
<b>Net cash flow from financing activities</b>	2,888,410	11,232,214	253,383	1,022,056	4,335,003	(1,667,324)	(1,704,259)	11,626,382	(2,436,417)	(2,397,494)	3,347,565
Net increase/(decrease) in cash held	(889,963)	7,755,312	(1,696,906)	(634,546)	1,483,998	2,880,827	3,281,809	2,988,036	3,918,015	4,262,327	4,018,730
Add cash at start of year (1 July)	1,961,051	1,407,350	9,162,662	7,465,756	6,831,210	8,315,209	11,196,036	14,477,845	17,465,881	21,383,896	25,646,223
<b>Balance at end of year (30 June)</b>	1,071,088	9,162,662	7,465,756	6,831,210	8,315,209	11,196,036	14,477,845	17,465,881	21,383,896	25,646,223	29,664,953
<b>Represented by:</b>											
Cash and cash equivalents and bank overdrafts	1,071,088	9,162,662	7,465,756	6,831,210	8,315,209	11,196,036	14,477,845	17,465,881	21,383,896	25,646,223	29,664,953



**CARTERTON DISTRICT COUNCIL****FUNDING IMPACT STATEMENT****FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Operating Funding</b>											
<b>Sources of operating funding</b>											
General rates, UAGC and rates penalties	9,292,215	8,879,870	9,210,516	9,732,113	10,210,926	10,669,703	11,231,082	11,498,242	11,574,386	12,183,257	12,751,066
Targeted rates	4,777,541	6,260,108	6,905,953	7,300,248	7,731,347	8,154,003	8,363,637	8,740,878	9,302,277	9,405,863	9,677,238
Subsidies and grants for operational purposes	926,903	900,140	925,769	892,820	915,682	937,746	960,599	983,398	1,007,941	1,034,021	1,061,745
Fees and charges	1,363,494	1,853,350	1,939,377	2,089,083	2,190,280	2,244,386	2,300,496	2,356,605	2,416,723	2,480,848	2,548,981
Local authorities fuel tax, fines, infringement fees and other	456,194	532,819	579,433	575,794	594,231	634,343	630,986	649,610	693,184	690,105	711,705
<b>Total operating funding</b>	<b>16,816,347</b>	<b>18,426,287</b>	<b>19,561,048</b>	<b>20,590,057</b>	<b>21,642,467</b>	<b>22,640,181</b>	<b>23,486,799</b>	<b>24,228,734</b>	<b>24,994,512</b>	<b>25,794,094</b>	<b>26,750,734</b>
<b>Applications of operating funding</b>											
Payments to staff and suppliers	12,487,905	13,242,192	13,608,016	14,047,629	14,303,443	14,687,977	15,006,273	15,260,687	15,745,481	16,136,978	16,468,088
Finance costs	659,282	201,324	297,384	318,435	373,312	410,341	402,136	498,945	595,564	587,049	624,244
Other operating funding applications	360,950	365,950	395,702	456,922	491,012	495,574	500,304	505,035	510,103	515,510	521,254
<b>Total applications of operating funding</b>	<b>13,508,137</b>	<b>13,809,466</b>	<b>14,301,102</b>	<b>14,822,986</b>	<b>15,167,767</b>	<b>15,593,891</b>	<b>15,908,714</b>	<b>16,264,667</b>	<b>16,851,148</b>	<b>17,239,537</b>	<b>17,613,586</b>
<b>Surplus/(deficit) of operating funding</b>	<b>3,308,210</b>	<b>4,616,821</b>	<b>5,259,946</b>	<b>5,767,072</b>	<b>6,474,700</b>	<b>7,046,290</b>	<b>7,578,085</b>	<b>7,964,067</b>	<b>8,143,363</b>	<b>8,554,557</b>	<b>9,137,148</b>
<b>Capital Funding</b>											
<b>Sources of capital funding</b>											
Subsidies and grants for capital expenditure	946,997	1,498,360	1,284,731	1,236,880	1,269,218	1,301,554	1,336,201	1,372,002	1,408,959	1,449,379	1,490,955
Development and financial contributions	409,359	592,700	600,800	608,900	1,419,800	1,461,073	1,500,968	1,539,584	1,579,578	1,619,573	1,662,324
Increase/(decrease) in debt	2,888,410	11,232,214	253,383	1,022,056	4,335,003	(1,667,324)	(1,704,259)	11,626,382	(2,436,417)	(2,397,494)	3,347,565
Gross proceeds from sale of assets	-	-	-	-	-	-	-	-	-	-	-
Lump sum contributions	-	905,000	-	-	-	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-	-	-	-	-	-
<b>Total capital funding</b>	<b>4,244,766</b>	<b>14,228,273</b>	<b>2,138,914</b>	<b>2,867,837</b>	<b>7,024,021</b>	<b>1,095,303</b>	<b>1,132,909</b>	<b>14,537,968</b>	<b>552,120</b>	<b>671,459</b>	<b>6,500,844</b>
<b>Applications of capital funding</b>											
Capital expenditure - meet additional demand	287,820	2,250,150	402,900	325,939	5,261,908	316,428	11,358	14,124,867	11,977	49,282	5,882,081
Capital expenditure - improve level of service	3,336,922	3,708,533	1,584,604	2,477,133	1,150,110	97,362	63,607	6,998	38,326	81,315	324,452
Capital expenditure - replace existing assets	4,172,602	7,870,648	6,885,461	6,160,219	4,427,954	3,619,304	4,072,506	4,347,447	3,629,021	3,729,067	4,577,469
Increase/(decrease) in reserves	(244,368)	4,615,764	(1,474,104)	(328,382)	2,658,748	4,108,499	4,563,523	4,022,723	5,016,159	5,366,351	4,853,990
Increase/(decrease) of investments	-	400,000	-	-	-	-	-	-	-	-	-
<b>Total applications of capital funding</b>	<b>7,552,976</b>	<b>18,845,095</b>	<b>7,398,860</b>	<b>8,634,909</b>	<b>13,498,720</b>	<b>8,141,593</b>	<b>8,710,994</b>	<b>22,502,035</b>	<b>8,695,483</b>	<b>9,226,015</b>	<b>15,637,993</b>
<b>Surplus/(deficit) of Capital Funding</b>	<b>(3,308,210)</b>	<b>(4,616,821)</b>	<b>(5,259,946)</b>	<b>(5,767,072)</b>	<b>(6,474,700)</b>	<b>(7,046,290)</b>	<b>(7,578,085)</b>	<b>(7,964,067)</b>	<b>(8,143,363)</b>	<b>(8,554,557)</b>	<b>(9,137,148)</b>
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE RECONCILIATION OF NET SURPLUS/(DEFICIT) TO COUNCIL FUNDING IMPACT STATEMENT  
FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Surplus/(deficit) after tax per Statement of Financial Performance</b>	(18,861)	1,444,716	235,985	197,301	1,421,590	1,794,545	1,956,892	2,083,266	1,639,644	1,878,897	2,324,473
add Proceeds from sale of assets not included in the FIS	-										
less Vested assets and interest on internal borrowing not included in the FIS	-										
<b>Surplus/(deficit) before vested assets and internal interest</b>	(18,861)	1,444,716	235,985	197,301	1,421,590	1,794,545	1,956,892	2,083,266	1,639,644	1,878,897	2,324,473
less Capital grants, subsidies and donations	(946,997)	(2,403,624)	(1,285,004)	(1,237,170)	(1,269,514)	(1,301,862)	(1,336,526)	(1,372,326)	(1,409,291)	(1,449,728)	(1,491,304)
less Development and financial contributions	(409,359)	(592,700)	(600,800)	(608,900)	(1,419,800)	(1,461,073)	(1,500,968)	(1,539,584)	(1,579,578)	(1,619,573)	(1,662,324)
less Gross proceeds from sale of assets	-										
Less Gain in asset revaluations	-	-	-	-	-	-	-	-	-	-	-
less Gain in fair value	-										
add loss on sale/gifting of assets	-										
add Depreciation not included in the FIS	4,683,427	6,168,429	6,909,765	7,415,841	7,742,424	8,014,681	8,458,687	8,792,711	9,492,589	9,744,961	9,966,304
<b>Surplus/(deficit) of operating funding</b>	3,308,210	4,616,821	5,259,946	5,767,072	6,474,700	7,046,290	7,578,085	7,964,067	8,143,363	8,554,557	9,137,148
<b>Balance as per Council FIS surplus/(deficit) of funding</b>	3,308,210	4,616,821	5,259,946	5,767,072	6,474,700	7,046,290	7,578,085	7,964,067	8,143,363	8,554,557	9,137,148



## CARTERTON DISTRICT COUNCIL

### DEPRECIATION PER GROUP OF ACTIVITIES

This table shows the depreciation expense charged to each group of activities.

ANNUAL DEPRECIATION EXPENSE	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
Governance	2,511	2,511	2,511	3,169	5,073	5,815	8,953	10,521	9,008	9,475	11,786
Roads and footpaths	1,735,738	2,454,171	2,537,605	2,846,989	2,870,439	2,960,080	3,375,140	3,439,208	3,583,841	4,050,555	4,124,453
Water supply	668,431	843,243	1,051,520	1,102,690	1,125,142	1,240,813	1,268,652	1,407,619	1,817,721	1,667,656	1,696,804
Sewerage	875,605	1,249,174	1,527,249	1,632,030	1,754,872	1,803,027	1,787,214	1,814,463	1,920,266	1,939,340	1,961,299
Stormwater	121,184	126,439	140,260	144,132	151,977	173,149	180,144	201,198	225,439	225,901	230,945
Waste management	35,312	59,989	53,333	59,082	74,385	75,196	75,196	77,153	72,983	67,034	58,979
Community support	655,692	710,452	722,227	759,771	769,497	708,778	683,930	695,767	683,365	621,698	652,785
Regulatory and planning	41,374	68,089	126,792	126,998	126,511	125,125	124,073	122,935	124,575	124,169	130,719
Administration and support services	547,579	654,360	748,268	740,980	864,528	922,697	955,385	1,023,848	1,055,390	1,039,132	1,098,534
<b>Total depreciation</b>	<b>4,683,427</b>	<b>6,168,429</b>	<b>6,909,765</b>	<b>7,415,841</b>	<b>7,742,424</b>	<b>8,014,681</b>	<b>8,458,687</b>	<b>8,792,711</b>	<b>9,492,589</b>	<b>9,744,961</b>	<b>9,966,304</b>

## Statement of special funds reserves

The Council maintains special funds reserves as a sub-part of its equity. Schedule 10, clause 16 of the Local Government Act 2002 requires certain information to be included in the Ten Year Plan about these reserves. The Act defines reserve funds as ‘money set aside by a local authority for a specific purpose’. Reserves are part of equity, which may or may not be physically backed by cash/investments. Reserves are often used to separate a funding surplus of an activity.

The following statement presents movements over the ten years of the Plan for each of the reserves. An explanation of the purpose and activities of each reserve is included in the Council’s investment policy (see appendix A).



**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF SPECIAL FUNDS RESERVES****FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Plant Purchase &amp; Renewal Fund</b>											
Opening Balance	1,757	1,859	1,872	1,889	1,906	1,924	1,941	1,955	1,969	1,982	1,995
Deposits	-	13	17	17	18	16	15	14	13	13	12
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>1,757</b>	<b>1,872</b>	<b>1,889</b>	<b>1,906</b>	<b>1,924</b>	<b>1,941</b>	<b>1,955</b>	<b>1,969</b>	<b>1,982</b>	<b>1,995</b>	<b>2,008</b>
<b>Recreation Reserve Levy Fund</b>											
Opening Balance	883,544	766,398	888,002	824,775	1,018,261	1,468,591	1,933,944	2,413,600	2,906,901	3,414,777	3,937,023
Deposits	132,051	196,604	201,973	204,000	461,119	476,417	491,015	504,964	519,853	534,566	550,128
Withdrawals	-	(75,000)	(265,200)	(10,514)	(10,789)	(11,064)	(11,358)	(11,663)	(11,977)	(12,321)	(50,696)
<b>Closing Balance</b>	<b>1,015,595</b>	<b>888,002</b>	<b>824,775</b>	<b>1,018,261</b>	<b>1,468,591</b>	<b>1,933,944</b>	<b>2,413,600</b>	<b>2,906,901</b>	<b>3,414,777</b>	<b>3,937,023</b>	<b>4,436,455</b>
<b>Roading Emergency Works Fund</b>											
Opening Balance	435,496	459,297	462,535	466,793	471,094	475,570	479,564	483,218	486,604	489,886	493,059
Deposits	-	3,239	4,257	4,301	4,476	3,994	3,653	3,387	3,282	3,173	3,081
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>435,496</b>	<b>462,535</b>	<b>466,793</b>	<b>471,094</b>	<b>475,570</b>	<b>479,564</b>	<b>483,218</b>	<b>486,604</b>	<b>489,886</b>	<b>493,059</b>	<b>496,140</b>
<b>Rural Water Contingency Fund</b>											
Opening Balance	63,462	66,758	67,228	67,847	68,472	69,123	69,704	70,235	70,727	71,204	71,665
Deposits	-	471	619	625	651	581	531	492	477	461	448
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>63,462</b>	<b>67,228</b>	<b>67,847</b>	<b>68,472</b>	<b>69,123</b>	<b>69,704</b>	<b>70,235</b>	<b>70,727</b>	<b>71,204</b>	<b>71,665</b>	<b>72,113</b>
<b>Waste Disposal Fund</b>											
Opening Balance	153,250	145,751	147,778	150,158	152,591	155,117	157,522	159,852	162,131	164,411	166,695
Deposits	28,000	57,028	87,040	148,181	182,238	186,557	191,085	195,637	200,572	205,837	211,437
Withdrawals	(33,100)	(55,000)	(84,660)	(145,749)	(179,712)	(184,151)	(188,755)	(193,359)	(198,292)	(203,553)	(209,143)
<b>Closing Balance</b>	<b>150,150</b>	<b>147,778</b>	<b>150,158</b>	<b>152,591</b>	<b>155,117</b>	<b>157,522</b>	<b>159,852</b>	<b>162,131</b>	<b>164,411</b>	<b>166,695</b>	<b>168,989</b>
<b>Creative NZ Fund</b>											
Opening Balance	1,218	1,281	1,290	1,302	1,314	1,327	1,338	1,348	1,358	1,367	1,376
Deposits	11,500	11,509	11,512	11,512	11,512	11,511	11,510	11,509	11,509	11,509	11,509
Withdrawals	(11,500)	(11,500)	(11,500)	(11,500)	(11,500)	(11,500)	(11,500)	(11,500)	(11,500)	(11,500)	(11,500)
<b>Closing Balance</b>	<b>1,218</b>	<b>1,290</b>	<b>1,302</b>	<b>1,314</b>	<b>1,327</b>	<b>1,338</b>	<b>1,348</b>	<b>1,358</b>	<b>1,367</b>	<b>1,376</b>	<b>1,384</b>

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF SPECIAL FUNDS RESERVES****FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Sport New Zealand Rural Travel Fund</b>											
Opening Balance	-	-	-	-	-	-	-	-	-	-	-
Deposits	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Withdrawals	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)
<b>Closing Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Keep Carterton Beautiful Fund</b>											
Opening Balance	-	-	-	-	-	-	-	-	-	-	-
Deposits	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Water Race Resource Consent Fund</b>											
Opening Balance	-	-	-	-	-	-	-	-	-	-	-
Deposits	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Clareville Grave Maintenance Fund</b>											
Opening Balance	2,447	2,452	2,470	2,492	2,515	2,539	2,561	2,580	2,598	2,616	2,633
Deposits	-	17	23	23	24	21	20	18	18	17	16
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>2,447</b>	<b>2,470</b>	<b>2,492</b>	<b>2,515</b>	<b>2,539</b>	<b>2,561</b>	<b>2,580</b>	<b>2,598</b>	<b>2,616</b>	<b>2,633</b>	<b>2,649</b>
<b>Memorial Square Trust Fund</b>											
Opening Balance	8,198	8,652	8,713	8,793	8,874	8,959	9,034	9,103	9,166	9,228	9,288
Deposits	-	61	80	81	84	75	69	64	62	60	58
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>8,198</b>	<b>8,713</b>	<b>8,793</b>	<b>8,874</b>	<b>8,959</b>	<b>9,034</b>	<b>9,103</b>	<b>9,166</b>	<b>9,228</b>	<b>9,288</b>	<b>9,346</b>
<b>WWII Memorial Trust Fund</b>											
Opening Balance	77,143	80,074	79,538	79,171	78,800	78,449	78,008	77,502	76,945	76,364	75,759
Deposits	1,500	2,065	2,232	2,230	2,249	2,159	2,094	2,043	2,019	1,995	1,973
Withdrawals	(2,600)	(2,600)	(2,600)	(2,600)	(2,600)	(2,600)	(2,600)	(2,600)	(2,600)	(2,600)	(2,600)
<b>Closing Balance</b>	<b>76,043</b>	<b>79,538</b>	<b>79,171</b>	<b>78,800</b>	<b>78,449</b>	<b>78,008</b>	<b>77,502</b>	<b>76,945</b>	<b>76,364</b>	<b>75,759</b>	<b>75,132</b>

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF SPECIAL FUNDS RESERVES****FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Longbush Domain Board Fund</b>											
Opening Balance	4,340	4,721	4,754	4,798	4,842	4,888	4,929	4,966	5,001	5,035	5,068
Deposits	-	33	44	44	46	41	38	35	34	33	32
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>4,340</b>	<b>4,754</b>	<b>4,798</b>	<b>4,842</b>	<b>4,888</b>	<b>4,929</b>	<b>4,966</b>	<b>5,001</b>	<b>5,035</b>	<b>5,068</b>	<b>5,099</b>
<b>West Taratahi Hall Board</b>											
Opening Balance	24,583	22,431	22,589	22,797	23,007	23,226	23,421	23,599	23,765	23,925	24,080
Deposits	-	158	208	210	219	195	178	165	160	155	150
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>24,583</b>	<b>22,589</b>	<b>22,797</b>	<b>23,007</b>	<b>23,226</b>	<b>23,421</b>	<b>23,599</b>	<b>23,765</b>	<b>23,925</b>	<b>24,080</b>	<b>24,230</b>
<b>Election Contingency Fund</b>											
Opening Balance	40,144	42,228	42,526	42,918	43,313	43,725	44,092	44,428	44,739	45,041	45,333
Deposits	-	298	391	395	412	367	336	311	302	292	283
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>40,144</b>	<b>42,526</b>	<b>42,918</b>	<b>43,313</b>	<b>43,725</b>	<b>44,092</b>	<b>44,428</b>	<b>44,739</b>	<b>45,041</b>	<b>45,333</b>	<b>45,616</b>
<b>Workshop Depot Upgrade Fund</b>											
Opening Balance	25,374	26,796	26,985	27,234	27,484	27,746	27,979	28,192	28,389	28,581	28,766
Deposits	-	189	248	251	261	233	213	198	191	185	180
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>25,374</b>	<b>26,985</b>	<b>27,234</b>	<b>27,484</b>	<b>27,746</b>	<b>27,979</b>	<b>28,192</b>	<b>28,389</b>	<b>28,581</b>	<b>28,766</b>	<b>28,946</b>
<b>Combined District Plan Fund</b>											
Opening Balance	81,712	85,955	86,561	87,357	88,162	89,000	89,747	90,431	91,065	91,679	92,273
Deposits	-	606	797	805	838	748	684	634	614	594	577
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>81,712</b>	<b>86,561</b>	<b>87,357</b>	<b>88,162</b>	<b>89,000</b>	<b>89,747</b>	<b>90,431</b>	<b>91,065</b>	<b>91,679</b>	<b>92,273</b>	<b>92,850</b>
<b>Roading Contribution Fund</b>											
Opening Balance	1,175,729	1,522,981	1,672,769	1,881,965	2,095,707	2,434,193	2,785,850	3,150,485	3,384,113	3,630,683	3,890,147
Deposits	132,051	201,939	209,196	213,742	338,487	351,657	364,635	233,628	246,570	259,464	117,251
Withdrawals	-	(52,150)	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>1,307,780</b>	<b>1,672,769</b>	<b>1,881,965</b>	<b>2,095,707</b>	<b>2,434,193</b>	<b>2,785,850</b>	<b>3,150,485</b>	<b>3,384,113</b>	<b>3,630,683</b>	<b>3,890,147</b>	<b>4,007,399</b>

**CARTERTON DISTRICT COUNCIL****PROSPECTIVE STATEMENT OF SPECIAL FUNDS RESERVES****FOR THE TEN YEARS ENDING 30 JUNE**

	Annual Plan 30 June 2021 \$	LTP 30 June 2022 \$	LTP 30 June 2023 \$	LTP 30 June 2024 \$	LTP 30 June 2025 \$	LTP 30 June 2026 \$	LTP 30 June 2027 \$	LTP 30 June 2028 \$	LTP 30 June 2029 \$	LTP 30 June 2030 \$	LTP 30 June 2031 \$
<b>Infrastructure Contributions Reserve Fund</b>											
Opening Balance	1,495,192	1,985,119	586,416	667,314	574,138	962,719	1,378,286	1,822,822	2,140,100	2,495,620	2,831,501
Deposits	145,257	224,297	218,597	222,249	408,001	426,631	444,537	338,271	355,520	372,843	256,636
Withdrawals	(266,500)	(1,623,000)	(137,700)	(315,424)	(19,420)	(11,064)	-	(20,993)	-	(36,962)	(22,813)
Closing Balance	<b>1,373,950</b>	<b>586,416</b>	<b>667,314</b>	<b>574,138</b>	<b>962,719</b>	<b>1,378,286</b>	<b>1,822,822</b>	<b>2,140,100</b>	<b>2,495,620</b>	<b>2,831,501</b>	<b>3,065,324</b>
<b>Waingawa Infrastructure Contributions Reserve Fund</b>											
Opening Balance	163,913	231,504	233,136	235,282	237,450	239,706	241,720	243,561	245,268	246,922	248,521
Deposits	-	1,632	2,146	2,168	2,256	2,013	1,841	1,707	1,654	1,599	1,553
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
Closing Balance	<b>163,913</b>	<b>233,136</b>	<b>235,282</b>	<b>237,450</b>	<b>239,706</b>	<b>241,720</b>	<b>243,561</b>	<b>245,268</b>	<b>246,922</b>	<b>248,521</b>	<b>250,075</b>
<b>Belvedere Hall Fund</b>											
Opening Balance	2,093	3,183	3,206	3,235	3,265	3,296	3,324	3,349	3,372	3,395	3,417
Deposits	-	22	30	30	31	28	25	23	23	22	21
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
Closing Balance	<b>2,093</b>	<b>3,206</b>	<b>3,235</b>	<b>3,265</b>	<b>3,296</b>	<b>3,324</b>	<b>3,349</b>	<b>3,372</b>	<b>3,395</b>	<b>3,417</b>	<b>3,439</b>
<b>Waingawa Industrial Zone Services Deficit Fund</b>											
Opening Balance	40,466	42,568	42,868	43,262	43,661	44,076	44,446	44,785	45,098	45,403	45,697
Deposits	-	300	395	399	415	370	339	314	304	294	286
Withdrawals	-	-	-	-	-	-	-	-	-	-	-
Closing Balance	<b>40,466</b>	<b>42,868</b>	<b>43,262</b>	<b>43,661</b>	<b>44,076</b>	<b>44,446</b>	<b>44,785</b>	<b>45,098</b>	<b>45,403</b>	<b>45,697</b>	<b>45,982</b>
<b>Special Funds Reserves - Summary</b>											
Opening Balance	4,682,062	5,500,007	4,381,238	4,619,382	4,944,858	6,134,172	7,377,408	8,676,012	9,729,311	10,848,119	11,974,294
Deposits	437,259	709,981	749,304	820,763	1,422,836	1,473,115	1,522,318	1,302,914	1,352,676	1,402,610	1,165,133
Withdrawals	(300,600)	(1,828,750)	(511,160)	(495,287)	(233,521)	(229,879)	(223,714)	(249,615)	(233,868)	(276,435)	(306,252)
Closing Balance	<b>4,818,721</b>	<b>4,381,238</b>	<b>4,619,382</b>	<b>4,944,858</b>	<b>6,134,172</b>	<b>7,377,408</b>	<b>8,676,012</b>	<b>9,729,311</b>	<b>10,848,119</b>	<b>11,974,294</b>	<b>12,833,175</b>



## Funding impact statement

The revenue and financing mechanisms to be used to cover the estimated expenses of the Council are covered in the Revenue and Financing Policy.

The method and impact of both general and targeted rates is covered in the 'Rating System' section that follows.

### Definition of 'separately used or inhabited part of a rating unit'

Any part of a rating unit separately used or inhabited by the owner or any other who has the right to use or inhabit that part by virtue of a tenancy, lease, licence, or other agreement.

## Rating system

### Introduction

Clause 20 of Schedule 10 of the Local Government Act 2002 requires a funding impact statement for the year to which the annual plan relates.

A funding impact statement table is presented on page 118, which identifies:

- the sources of funding to be used by the Council
- the amount of funds expected to be produced from each source
- how the funds are to be applied.

If the sources of funding include a general rate, the funding impact statement must:

- include particulars of the valuation system on which the general rate is to be assessed, eg land, annual, or capital value.
- state whether a uniform annual general charge is to be included and, if so, how the charge is to be calculated and the Council's definition of a separately used or inhabited part of a rating unit if the charge is to be calculated on that basis.

- state whether the general rate is to be set differentially and, if so, state the category or categories that will be used for differentiating the general rate within the meaning of Section 14 of the Local Government (Rating) Act 2002 and the objectives of the differential rate in terms of the total revenue sought from each category of rateable land or the relationship between the rates set on rateable land in each category.

If the sources of funding include a targeted rate, the funding impact statement must:

- specify the activity or groups of activities for which a targeted rate will be set
- specify any category or categories of rateable land that will be used to set a targeted rate on a differential basis or determine whether a property will be liable for a targeted rate
- state any factor or factors that will be used to calculate liability for a targeted rate
- state the Council's definition of a separately used or inhabited part of a rating unit if the rate is to be calculated on that basis
- state the total revenue sought from each category of rateable land or the relationship between the rates set on rateable land in each category if the targeted rate is to be set differentially
- state whether lump sum contributions will be invited in respect of the targeted rate
- state the basis for setting charges for water supply if it is to be by volume of water consumed, eg as a fixed charge per unit of water consumed or supplied or according to a scale of charges.

### General rates

The Council proposes to set a general rate based on the capital value of each rating unit in the District.

The general rate will be set on a differential basis over three rating categories as follows:

General rates—differential factor	
Residential	1.0
Commercial	2.0
Rural	0.8

where—

- Residential means
  - all rating units used primarily for residential purposes within the residential zone of the Carterton District as depicted in the District Plan.
  - all rating units located in the commercial and industrial zones of Carterton District, as depicted in the District Plan, that are used primarily for residential purposes.
  - all rating units associated with utility services (water, telecommunications, etc) that are located in the urban area.
- Commercial means
  - all rating units in the commercial zone of Carterton District, including the Carterton Character Area, as depicted in the District Plan, and all rating units outside the said commercial zone that have existing use rights or resource consent to undertake commercial land use activities under the Resource Management Act 2001
  - all rating units in the industrial zone of Carterton District, as depicted in the District Plan, and all rating units outside the said industrial zone that have existing use rights or resource consent to carry out industrial land use activities under the Resource Management Act 1991.
- Rural means
  - all rating units within the rural zone of Carterton District, as depicted in the District Plan, but excluding those rating units that hold and are exercising existing use rights or resource consent to carry out commercial or industrial land use activities under the Resource Management Act 1991
  - all rating units associated with utility services (water, telecommunications, etc) that are located in the rural area.

### Uniform Annual General Charge

The Council proposes to set a Uniform Annual General Charge on each rating unit in the District to fully fund Governance activities and to fund Community Support activities up to the maximum possible under section 21 of the Local Government (Rating) Act 2002.

The Uniform Annual General Charge is calculated as one fixed amount per rating unit.

### Targeted rates

#### *Regulatory and planning service rate*

The Council proposes to set a regulatory and planning service rate for regulatory, resource management, and district planning services on every rating unit in the District, calculated on capital value.

#### *Urban sewerage rate*

The Council proposes to set a differential targeted rate for the Council's urban sewerage and treatment and disposal of sewage services of a fixed amount per separately used or inhabited part of a rating unit in relation to all land in the district to which the Council's urban sewerage service is provided or available.

The rate applied is as follows:

- a charge per separately used or inhabited part of a rating unit that is able to be connected
  - a charge per separately used or inhabited part of a rating unit connected
- The Council also proposes to set a rate (pan charge) per water closet or urinal within each separately used or inhabited part of a rating unit after the first one for rating units with more than one water closet or urinal.

For the purposes of this rate:

- 'connected' means the rating unit is connected to the Council's urban sewerage service.
- 'able to be connected' means the rating unit is not connected to the Council's urban sewerage drain but is within 30 metres of such a drain.
- a separately used or inhabited part of a rating unit used primarily as a residence for one household is treated as not having more than one water closet or urinal.

#### *Waingawa sewerage rate*

The Council proposes to charge a targeted rate of a fixed amount on every separately used or inhabited part of a rating unit that is connected to the Waingawa sewerage service.

Additionally, the Council proposes to set a differential targeted rate based on capital value on all properties connected or able to be connected to the Waingawa sewerage service. The rate will be set on a differential basis over two rating categories:

- all rating units located in the Waingawa industrial zone of Carterton District, as depicted in the District Plan, that are used primarily for residential purposes.
- all other rating units in the Waingawa industrial zone of Carterton District.

For the purposes of this rate:

- ‘connected’ means a rating unit that is connected to the reticulated sewerage service
- ‘able to be connected’ means a rating unit that can be connected to the sewerage service, but is not, and is a property situated within 30 metres of such a drain.

The purpose of this rate is to fund the operation and maintenance of the Waingawa sewerage service.

### *Stormwater rate*

The Council proposes to set a stormwater rate on all rating units within the urban area and is calculated on land value. For the purposes of this rate the ‘urban area’ includes rating units:

- within the residential zone of the Carterton District as depicted in the District Plan.
- adjacent to the residential zone where stormwater from the property drains to the Council’s urban stormwater system.

### *Refuse collection and kerbside recycling rate*

The Council proposes to set a refuse collection and kerbside recycling rate for kerbside refuse and recycling collection on every separately used or inhabited part of a rating unit to which the Council’s collection service is provided or available.

### *Urban water rate*

The Council proposes to charge a targeted urban water rate of a fixed amount on every separately used or inhabited part of a rating unit that has been fitted with a water meter or meters and is connected to the Council’s urban water supply system. Additionally, the Council proposes to charge a targeted metered water rate per cubic metre of water supplied, as measured by meter, for water consumed over 225 cubic metres per year. This rate will be invoiced separately from land rates.

The Council proposes to charge a targeted urban water rate of a fixed amount per separately used or inhabited part of a rating unit for rating units that are not yet connected but are able to be connected to the urban water supply.

For the purposes of this rate:

- ‘connected’ means a rating unit to which water is supplied
- ‘able to be connected’ means a rating unit to which water can be, but is not, supplied being a property situated within 100 metres of the water supply.

The purpose of this rate is to fund the operation and maintenance of the urban water supply.

### *Rural water race rate*

#### Carterton Water Race Systems

The Council proposes to charge a single targeted rate on a differential basis, calculated on land area, on rating units within both the Carrington and Taratahi water race system classified areas as follows:

- Class A land area 200 metres either side of the centreline of the water race
- Class B land area from 200 to 500 metres either side of the centreline of the water race
- Class C land area able to be irrigated from water drawn from natural watercourses fed from the Carrington Water Race System, calculated from conditions of the applicable resource consent.

Additionally, the Council proposes to set a rural water services rate on every rating unit situated in both the Carrington and Taratahi Water Race Classified Areas for provision of the

service. The amount is a rate per rating unit. For the purposes of this rate 'provision of the service' means the provision of water for stock or domestic use, including where:

- the water race channel passes over the ratepayer's property
- the water race is piped through the ratepayer's property
- water is extracted from the water race on a neighbouring property.

### *Waingawa water rate*

The Council proposes to charge a targeted rate of a fixed amount on every separately used or inhabited part of a rating unit that has been fitted with a water meter or meters and is connected to the Waingawa Water Supply service.

**Examples**—some examples are provided below of the general and targeted rates for a range of rateable land types and property values.

Example properties		capital value	land value	water over allowance	rates total	rates % increase	rates \$ increase
rating category	features	\$	\$	cubic metres	\$		
Residential	low value	325,000	185,000	-	\$ 3,458.65	9.0%	\$ 286.83
Residential	medium value	530,000	190,000	15	\$ 3,839.38	5.4%	\$ 197.31
Residential	high value	650,000	240,000	50	\$ 4,133.57	3.6%	\$ 144.04
Commercial	2 toilets	600,000	438,000	100	\$ 6,067.35	3.0%	\$ 178.50
Commercial - rural	water and sewerage connected	283,000	na	na	\$ 4,449.26	10.4%	\$ 419.71
Rural 1	no water race	7,160,000	na	na	\$ 10,966.74	-4.3%	-\$ 495.49
Rural 2	no water race	2,070,000	na	na	\$ 3,914.38	-8.9%	-\$ 384.65
Rural - residential less than 0.75 hectares	no water race	510,000	na	na	\$ 1,752.95	4.4%	\$ 74.14
Rural - lifestyle	no water race	970,000	na	na	\$ 2,390.29	-2.5%	-\$ 61.38
Rural - Taratahi - single water race	120 hectares serviced by water race	4,410,000	na	na	\$ 12,131.11	8.8%	\$ 982.57
Rural - Carrington - single water race	5.45 hectares serviced by water race	910,000	na	na	\$ 3,084.80	10.1%	\$ 283.57

Additionally, the Council proposes to charge a targeted rate per cubic meter of water supplied, as measured by meter. This rate will be invoiced separately from other rates.

For the purposes of this rate:

- 'connected' means a rating unit to which water is supplied.

The purpose of this rate is to fund the operation and maintenance of the Waingawa Water Supply service.



Residential			multiplier		GST inclusive	
General-residential	Capital value	325,000	x	0.0016673	=	541.86
Uniform Annual General Charge						1,046.32
Regulatory and planning services	Capital value	325,000	x	0.0000517	=	16.81
Urban sewerage						821.85
Stormwater	Land value	185,000	x	0.0005683	=	105.14
Refuse collection and kerbside recycling						125.74
Urban water-connection						800.93
Metered water	Cubic metres over 225	-	x	\$1.70	=	-
Total						3,458.65

Residential			multiplier		GST inclusive	
General-residential	Capital value	530,000	x	0.0016673	=	883.65
Uniform Annual General Charge						1,046.32
Regulatory and planning services	Capital value	530,000	x	0.0000517	=	27.41
Urban sewerage						821.85
Stormwater	Land value	190,000	x	0.0005683	=	107.98
Refuse collection and kerbside recycling						125.74
Urban water-connection						800.93
Metered water	Cubic metres over 225	15	x	\$1.70	=	25.50
Total						3,839.38

Residential			multiplier		GST inclusive	
General-residential	Capital value	650,000	x	0.0016673	=	1,083.73
Uniform Annual General Charge						1,046.32
Regulatory and planning services	Capital value	650,000	x	0.0000517	=	33.62
Urban sewerage						821.85
Stormwater	Land value	240,000	x	0.0005683	=	136.39
Refuse collection and kerbside recycling						125.74
Urban water-connection						800.93
Metered water	Cubic metres over 225	50	x	\$1.70	=	85.00
Total						4,133.57

Commercial			multiplier		GST inclusive	
General-commercial	Capital value	600,000	x	0.0033345	=	2,000.72
Uniform Annual General Charge						1,046.32
Regulatory and planning services	Capital value	600,000	x	0.0000517	=	31.03
Urban sewerage	No. pans	2	x	\$821.85	=	1,643.69
Stormwater	Land value	438,000	x	0.0005683	=	248.92
Refuse collection and kerbside recycling						125.74
Urban water-connection						800.93
Metered water	Cubic metres over 225	100	x	\$1.70	=	170.00
Total						6,067.35

<b>Commercial - rural</b>					
General-commercial	Capital value	283,000	x 0.0033345	=	943.67
Uniform Annual General Charge					1,046.32
Regulatory and planning services	Capital value	283,000	x 0.0000517	=	14.64
Urban sewerage	No. pans	2	x \$821.85	=	1,643.69
Stormwater	Land value	N/A rural	x 0.0005683	=	-
Refuse collection and kerbside recycling					N/A rural
Urban water-connection					800.93
Metered water	Cubic metres over 225	-	x \$1.70	=	-
<b>Total</b>					<b>4,449.26</b>
<b>Rural 1</b>					
General-rural	Capital value	7,160,000	x 0.0013338	=	9,550.12
Uniform Annual General Charge					1,046.32
Regulatory and planning services	Capital value	7,160,000	x 0.0000517	=	370.30
<b>Total</b>					<b>10,966.74</b>
<b>Rural 2</b>					
General-rural	Capital value	2,070,000	x 0.0013338	=	2,761.00
Uniform Annual General Charge					1,046.32
Regulatory and planning services	Capital value	2,070,000	x 0.0000517	=	107.06
<b>Total</b>					<b>3,914.38</b>
<b>Rural - residential less than 0.75 hectares</b>					
General-rural	Capital value	510,000	x 0.0013338	=	680.25
Uniform Annual General Charge					1,046.32
Regulatory and planning services	Capital value	510,000	x 0.0000517	=	26.38
<b>Total</b>					<b>1,752.95</b>
<b>Rural - lifestyle</b>					
General-rural	Capital value	970,000	x 0.0013338	=	1,293.80
Uniform Annual General Charge					1,046.32
Regulatory and planning services	Capital value	970,000	x 0.0000517	=	50.17
<b>Total</b>					<b>2,390.29</b>
<b>Rural - Taratahi</b>					
General-rural	Capital value	4,410,000	x 0.0013338	=	5,882.13
Uniform Annual General Charge					1,046.32
Regulatory and planning services	Capital value	4,410,000	x 0.0000517	=	228.08
<b>Total</b>					<b>7,156.53</b>
<b>Single water race</b>					
Class A	Hectares	1	x \$487.50	=	487.50
Class B	Hectares	65.9000	x \$57.28413	=	3,775.02
Class C	Hectares	54.1000	x \$13.16190	=	712.06
Class C	Hectares	-	x \$341.81879	=	-
<b>Total</b>					<b>12,131.11</b>
<b>Rural - Carrington</b>					
General-rural	Capital value	910,000	x 0.0013338	=	1,213.77
Uniform Annual General Charge					1,046.32
Regulatory and planning services	Capital value	910,000	x 0.0000517	=	47.06
<b>Total</b>					<b>2,307.15</b>
<b>Single water race</b>					
Class A	Hectares	1	x \$487.50	=	487.50
Class B	Hectares	4.9500	x \$57.28413	=	283.56
Class C	Hectares	0.5000	x \$13.16190	=	6.58
Class C	Hectares	-	x \$341.81879	=	-
<b>Total</b>					<b>3,084.80</b>

## Rates and charges 2021/22

The following rates and charges should be read in conjunction with the funding impact statement on the previous pages.

	GST inclusive	Rates required
	2021/22	\$ incl GST
<b>General rates—differential factor</b>		
Residential	1.00	
Commercial	2.00	
Rural	0.80	
<b>General rates—capital value</b>		
Residential	0.16673 cents in the \$	\$2,142,856
Commercial	0.33345 cents in the \$	\$422,244
Rural	0.13338 cents in the \$	\$3,006,174
<b>Uniform Annual General Charge</b>	\$1,046.32	\$4,756,592
<b>Regulatory and planning services—capital value</b>	0.00517 cents in the \$	\$190,013
<b>Urban sewerage</b>		
Connected	\$821.85	\$2,352,123
Able to be connected (half charge)	\$410.92	\$41,503
Pan charge	\$821.85	\$112,593
<b>Waingawa sewerage—capital value</b>		
Connected	\$257.50	\$3,863
Connected or able to be connected commercial properties in the Waingawa industrial zone	0.32469 cents in the \$	\$116,259
Connected or able to be connected residential properties in the Waingawa industrial zone	0.16235 cents in the \$	-

<b>Stormwater—land value</b>	0.05683 cents in the \$	\$304,088
<b>Refuse collection and kerbside recycling</b>	\$125.74	\$344,138
<b>Urban water</b>		
Connected	\$800.93	\$2,316,299
Able to be connected	\$400.47	\$39,646
Metered water in excess of 225 cubic metres	\$ 1.70/cubic metre	\$70,150
<b>Rural water rate</b>		
Rural water services rate	\$487.50	\$248,139
Class A	\$ 57.28413 per ha	\$431,829
Class B	\$ 13.1619 per ha	\$43,845
Class C	\$ 341.81879 per ha	\$136,386
<b>Waingawa water</b>		
Connected	\$195.28	\$10,350
Metered water	\$ 2.73/cubic metre	\$241,500

## Financial prudence disclosure statement for period commencing 1 July 2021

### What is the purpose of this statement?

The purpose of this statement is to disclose the council's financial performance in relation to various benchmarks to enable the assessment of whether the council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings.

The council is required to include this statement in its long-term plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014 (the **regulations**). The words to be used in this statement, the format, and the graphs are all specified in the regulations. Refer to the regulations for more information, including definitions of some of the terms used.

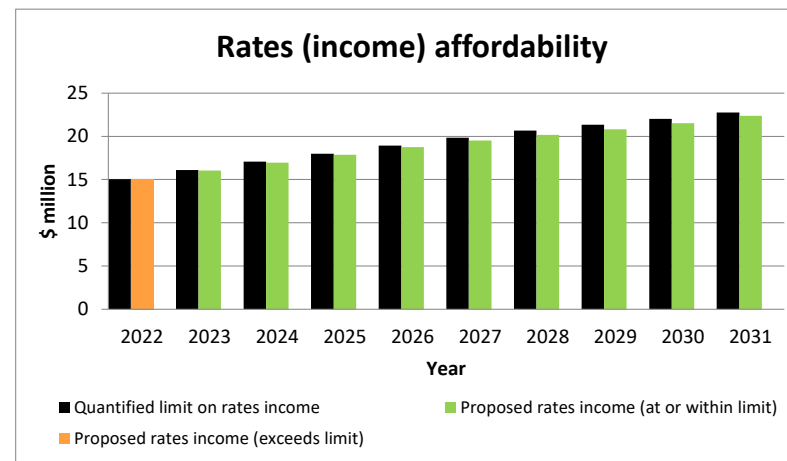
### ***Rates affordability benchmark***

The council meets the rates affordability benchmark if—

- its planned rates income equals or is less than each quantified limit on rates; and
- its planned rates increase equal or are less than each quantified limit on rates increases.

### *Rates (income) affordability*

A graph is required that compares the council's planned rates with the quantified limit on rates contained in the financial strategy included in this long-term plan. The financial strategy does not contain a quantified limit.



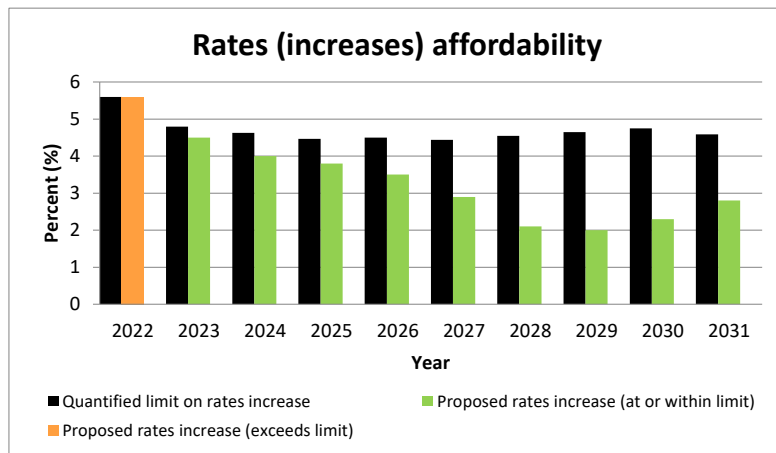
However, for the purposes of compliance with the regulations, a rates (income) affordability graph is presented based on applying the limits cumulatively to the 2020/21 Annual Plan rates. The rates (income) affordability limit has been calculated as the prior year average rate, plus the BERL local government cost index plus 2 percent, multiplied by the forecast number of rating units.

In 2022 the limit is exceeded because of the impact of the significant capital expenditure on the treatment and disposal of sewage.

### *Rates (increases) affordability*

The following graph compares the council's planned rates increases with a quantified limit on rates increases contained in the financial strategy included in this long-term plan. The quantified limit is the percentage change in average rate<sup>s32</sup> must not exceed the increase in the BERL local government cost index plus 2 percent.

<sup>32</sup> The average rates is the total rates income divided by the total number of forecast rateable properties.

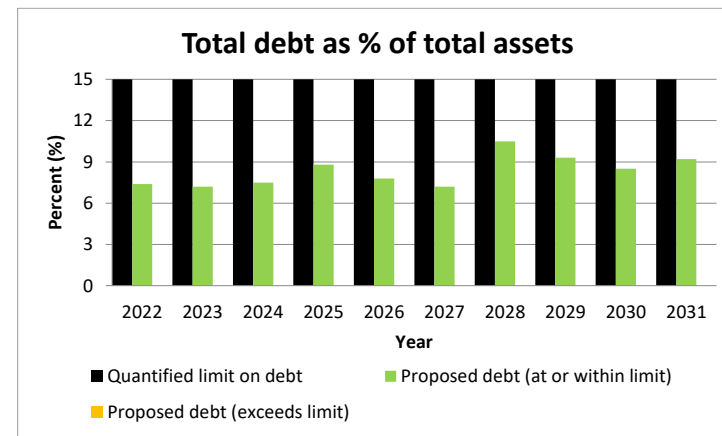


In 2022 the limit is exceeded because of the impact of significant capital expenditure on the treatment and disposal of sewage. In 2026 we are projecting the number of rating units to increase faster than the shift in rates revenue, leading to an overall decrease in average annual rates.

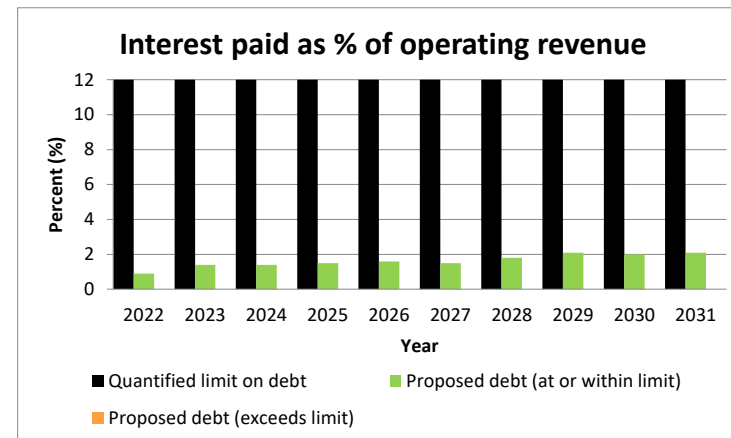
### ***Debt affordability benchmark***

The council meets the debt affordability benchmark if its planned borrowing is within each quantified limit on borrowing.

The following graph compares the council's planned debt with a quantified limit on borrowing contained in the financial strategy included in this long-term plan. The quantified limit is that total debt as a percentage of total assets must not exceed 15 percent.

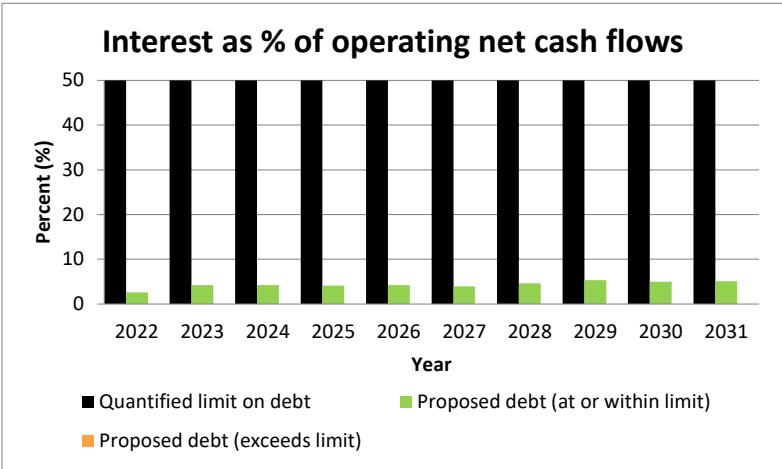


The following graph compares the council's planned debt with a quantified limit on borrowing contained in the financial strategy included in this long-term plan. The quantified limit is that gross interest paid on term debt must not exceed 12 percent of gross operating revenue.





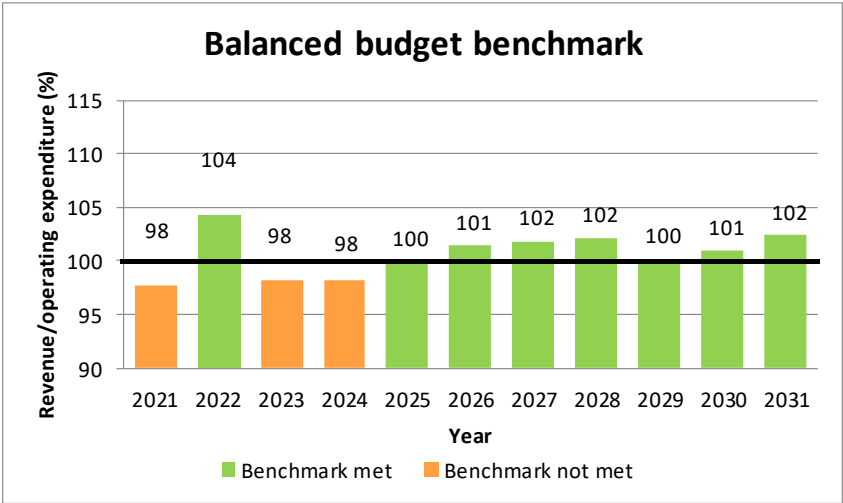
The following graph compares the council's planned debt with a quantified limit on borrowing contained in the financial strategy included in this long-term plan. The quantified limit is that gross interest expense must not exceed 50 percent of net cash inflow from operating activities.



**Balanced budget benchmark**

The following graph displays the council's planned revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment) as a proportion of planned operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant, or equipment).

The council meets the balanced budget benchmark if its planned revenue equals or is greater than its planned operating expenses.



Council’s goal is to run a balanced budget across the ten-year period. This means we aim to match planned revenue and planned expenditure, helping to ensure that today’s ratepayers pay for the services and amenities provided to them.

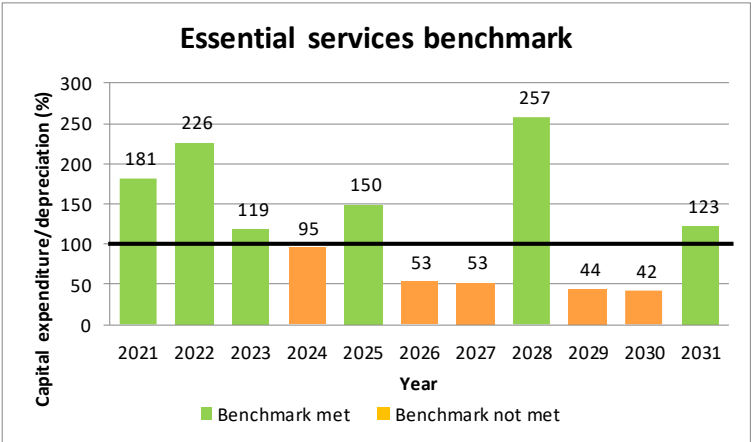
Where surpluses are generated, this is to cover repayments on loans (as a result of increased borrowing) and to rebuild reserves. Council expects to not meet the balanced budget benchmark in years two and three of the plan. This is a result of our proposal to reduce the level of general rates increases over the first three years, with a small impact on the balanced budget benchmark.

Doing this helps to lessen the impact of average rate increases due to asset revaluations and the completion of large wastewater capital works. We plan to recover this reduction subsequent years of the plan.

**Essential services benchmark**

The following graph displays the council's planned capital expenditure on network services as a proportion of expected depreciation on network services.

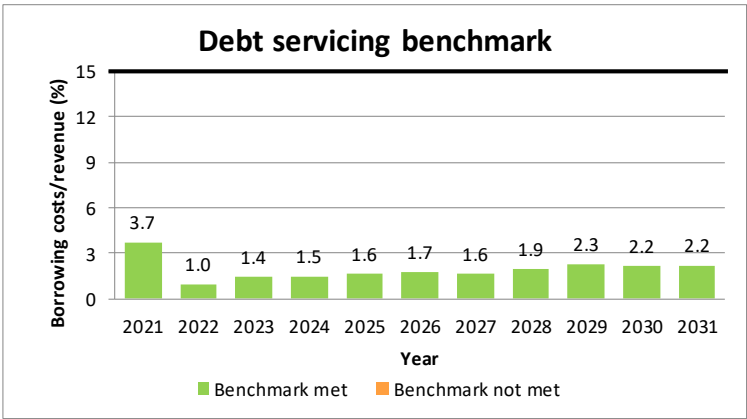
The council meets the essential services benchmark if its planned capital expenditure on network services equals or is greater than expected depreciation on network services.



Significant capital expenditure is planned for sewerage treatment and disposal in the first half of the Plan, and for water supply in years 2–7 and in year 10. There is no significant expenditure planned in years 8–9. Over the ten years though, total capital expenditure will be 157% of the depreciation expense, well above the 100% benchmark.

**Debt servicing benchmark**

The following graph displays the council's planned borrowing costs as a proportion of planned revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment).



Statistics New Zealand projects the council’s population will grow at a rate higher than the national population is projected to grow. This enables the Council to set a higher debt servicing benchmark where its planned borrowing costs equal or are less than 15% of its revenue as this growth increment assists to meet the debt servicing impact.

**To the reader:****Independent auditor's report on Carterton District Council's  
2021-31 Long-term Plan**

I am the Auditor General's appointed auditor for Carterton District Council (the Council). The Local Government Act 2002 (the Act) requires the Council's long-term plan (plan) to include the information in Part 1 of Schedule 10 of the Act. Section 94 of the Act requires an audit report on the Council's plan. Section 259C of the Act requires a report on disclosures made under certain regulations. I have carried out this work using the staff and resources of Audit New Zealand. We completed our report on 30 June 2021.

**Opinion**

In our opinion:

- the plan provides a reasonable basis for:
  - long term, integrated decision making and co-ordination of the Council's resources; and
  - accountability of the Council to the community;
- the information and assumptions underlying the forecast information in the plan are reasonable; and
- the disclosures on pages 138 to 141 represent a complete list of the disclosures required by Part 2 of the Local Government (Financial Reporting and Prudence) Regulations 2014 (the Regulations) and accurately reflect the information drawn from the plan.

This opinion does not provide assurance that the forecasts in the plan will be achieved, because events do not always occur as expected and variations may be material. Nor does it guarantee the accuracy of the information in the plan.

**Emphasis of Matter - Uncertainty over three waters reforms**

Without modifying our opinion, we draw attention to the disclosure on pages 7-8, outlining the Government's intention to make three waters reform decisions during 2021. The effect that the reforms may have on three waters services provided is currently uncertain because no decisions have been made. The plan was prepared as if these services will continue to be provided by the Council, but future decisions may result in significant changes, which would affect the information on which the plan has been based.

**Basis of opinion**

We carried out our work in accordance with the International Standard on Assurance Engagements (New Zealand) 3000 (Revised): Assurance Engagements Other Than Audits or Reviews of Historical Financial Information. In meeting the requirements of this standard, we took into account particular elements of the Auditor General's Auditing Standards and the International Standard on Assurance Engagements 3400: The Examination of Prospective Financial Information that were consistent with those requirements.

We assessed the evidence the Council has to support the information and disclosures in the plan and the application of its policies and strategies to the forecast information in the plan. To select appropriate procedures, we assessed the risk of material misstatement and the Council's systems and processes applying to the preparation of the plan.

Our procedures included assessing whether:

- the Council's financial strategy, and the associated financial policies, support prudent financial management by the Council;
- the Council's infrastructure strategy identifies the significant infrastructure issues that the Council is likely to face during the next 30 years;
- the Council's forecasts to replace existing assets are consistent with its approach to replace its assets, and reasonably take into account the Council's knowledge of the assets' condition and performance;
- the information in the plan is based on materially complete and reliable information;
- the Council's key plans and policies are reflected consistently and appropriately in the development of the forecast information;
- the assumptions set out in the plan are based on the best information currently available to the Council and provide a reasonable and supportable basis for the preparation of the forecast information;
- the forecast financial information has been properly prepared on the basis of the underlying information and the assumptions adopted, and complies with generally accepted accounting practice in New Zealand;
- the rationale for the Council's activities is clearly presented and agreed levels of service are reflected throughout the plan;
- the levels of service and performance measures are reasonable estimates and reflect the main aspects of the Council's intended service delivery and performance; and
- the relationship between the levels of service, performance measures, and forecast financial information has been adequately explained in the plan.

We did not evaluate the security and controls over the electronic publication of the plan.

#### **Responsibilities of the Council and auditor**

The Council is responsible for:

- meeting all legal requirements affecting its procedures, decisions, consultation, disclosures, and other actions relating to the preparation of the plan;
- presenting forecast financial information in accordance with generally accepted accounting practice in New Zealand; and
- having systems and processes in place to enable the preparation of a plan that is free from material misstatement.

We are responsible for expressing an independent opinion on the plan and the disclosures required by the Regulations, as required by sections 94 and 259C of the Act. We do not express an opinion on the merits of the plan's policy content.

**Independence and quality control**

We have complied with the Auditor-General's:

- independence and other ethical requirements, which incorporate the independence and ethical requirements of Professional and Ethical Standard 1 issued by the New Zealand Auditing and Assurance Standards Board; and
- quality control requirements, which incorporate the quality control requirements of Professional and Ethical Standard 3 (Amended) issued by the New Zealand Auditing and Assurance Standards Board.

Other than our work in carrying out all legally required external audits, we have no relationship with or interests in the Council.

John Whittal  
Audit New Zealand  
On behalf of the Auditor-General, Wellington, New Zealand





# Appendix A

## Funding and financial policies





## Introduction to funding and financial policies

The Council has a number of funding and financial policies that affect the Plan. These policies are required by the Local Government Act 2002.

### **Revenue and financing policy**

The revenue and financing policy summarises how activities undertaken by the Council are funded. The aim is to achieve the fairest funding mix for the community as a whole.

### **Treasury Management policy**

The Treasury Management policy outlines Council's policy in respect to investments and liability. In regards to investments the policy includes the Council's general objectives of holding investments and for holding equity. The Council gives preference to conservative investment policies and avoids speculative investments. The Council accepts that lower risk generally means lower returns on investment. In regards to liability the policy outlines Council's approach to borrowing, cash management and other financial liabilities. It includes the Council's policy on giving security on borrowings.

### **Development contributions or financial contributions policy**

This policy describes the financial contributions the Council will require from developers when their property development imposes increased demand on Council services.

### **Remission and postponement of rates policies**

These policies provide for those circumstances where there is legitimate case for some rates to be reduced, or for the payment to be deferred, and include a specific policy on the remission and postponement of rates on Māori freehold land that is not alienated by commercial activity.

### **Significance and engagement policy**

The decisions the Council makes affect its communities on a daily basis. Some decisions have greater significance than others.

The Significance and Engagement Policy explains how the Council will determine the degree of significance of particular issues, proposals, assets, decisions, and activities.

It lets both the Council and the community understand when the community can expect to be engaged in the Council's decision-making processes, and to know how this engagement is likely to take place.

## Revenue and financing policy

### Introduction

This Revenue and Financing Policy summarises how Council intends to fund the activities and services it provides. This policy is a requirement of the Local Government Act 2002. It is one of the suite of policies that ensures Council:

- manages its revenues, expenses, assets, liabilities, investments, and general financial dealings prudently and in a manner that promotes the current and future interests of the community,
- makes adequate and effective provision in its long term plan and annual plan to meet the expenditure needs identified
- meet its funding needs from those sources that it determines to be appropriate.

### Process

Council must follow a prescribed process when determining the most appropriate funding option for its activities and services.

- 
- Section 101(3) of the Act requires Council consider for each activity:
- Community outcomes to which the activity primarily contributes
- User/Beneficiary Pays Principle –distribution of benefits between, the community as a whole, any identifiable part of the community, and individuals
- Intergenerational equity principle – the period in or over which those benefits are expected to occur
- Exacerbator Pays Principle – the extent to which the action or inaction of particular individuals or a group contributes to the need to undertake the activity
- Costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.
- 

Council must also consider the overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental, and cultural well-being of the community.

Section 103 of the Act requires Council to state:

- the policies in respect of funding operating expenses,

- the policies in respect of funding capital expenditure,
- show how the decisions about the funding mechanisms comply with section 101(3) of the Act.

## **Funding of operating expenditure**

The funding for operating expenditure will come from the following sources:

### **General rates**

Funding from general rates is applied to those activities where it has been deemed that there is a general district-wide benefit to providing the service. The general rate is to be based on the capital value of each rating unit in the District and will be set on a differential basis over three rating categories—residential, commercial, and rural.

### **Uniform Annual General Charge (UAGC)**

A UAGC is a rate of a uniform amount assessed on each rating unit. The Council endeavours to use the UAGC for services that have a reasonably equal value of public benefit to each ratepayer. Under the Local Government (Rating) Act 2002 Council has the provision to collect up to 30% of its total revenue from UAGC and Targeted Rates set on a uniform basis. Council has made the decision to fully utilise this provision.

### **Targeted rates**

Funding from targeted rates is applied to specific activities where it has been deemed that there is a direct benefit to those ratepayers receiving a particular service, e.g water and wastewater services.

### **Fees and charges**

Where the Council has deemed there is a direct or partial benefit to the end user, e.g building control and resource consents. For activities where enforcement action is necessary the 'exacerbator pays' principle applies where practicable.

### **Other sources**

There are other sources of funding for operating expenditure. These include grants and subsidies, the majority of which are from the Waka Kotahi NZ Land Transport Agency, as well as interest and dividends from investments, proceeds from the sale of assets, and donations.

Section 100 of the Act requires that the Council set operating revenue at such a level as to meet the year's operating expenditure. The Council may choose to not fully fund operating expenditure in any particular year if the deficit can be funded from operating surpluses from the immediately preceding year or subsequent years. An operating deficit will only be budgeted for when it is beneficial to avoid significant fluctuations in rates, fees or charges.

## Funding of capital expenditure

Capital expenditure relates to the purchase of new assets, the replacement and renewal of existing assets, and the repayment of loan principal.

The funding for capital expenditure will generally come from depreciation reserves, subdivision financial contributions, borrowing, or a combination. Targeted rates may also fund some of the loan principal repayments for community support, water supply, stormwater drainage, sewerage and the treatment and disposal of sewage, waste management, and regulatory and planning services.

One of the considerations in relation to the funding of activities is ‘the period in or over which the benefits are expected to occur’ [Section 101(3)(a)(iii)]. The principle is that if the Council provides a new asset or renews an existing asset (such as a new sewerage treatment system) the cost of providing that asset should be spread over its life, so that all who benefit from it pay for its cost. This is described as ‘inter-generational equity’. This is achieved by borrowing for the cost of the asset and repaying the loan over the life of the asset, thus spreading the capital cost over the life of the asset.

Borrowing is managed within the framework specified in the liability management policy.

The Council’s overall borrowing requirement is reduced to the extent that other funds are available to fund capital expenditure. Such other funds include:

- Council special fund reserves
- development contributions and financial contributions under the Resource Management Act 1991 (criteria are set out in the Wairarapa District Plan)
- annual revenue collected to cover depreciation charges
- proceeds from the sale of assets
- grants and subsidies
- donations.

## Designing a funding system

Council has given much thought and consideration how to best fund the activities and services it provides. Principles include fairness, equity, affordability, and the ability to administer the funding system in a cost-effective way. Applying these principles across the various groups of ratepayers in the district requires multiple and complex judgements to be made. Council aims to strike a balance between providing good quality services and the ability to pay. The funding tools available to Local Authorities are limited. Through this policy Council has used the funding mechanisms available to distribute costs as fairly as possible in a balanced method across different rate payer groups.

The Council proposes to set a general rate based on the capital value of each rating unit in the District. The general rate will be set on a differential basis over three rating categories as follows:

<b>General rates—differential factor</b>	
Residential	1.0
Commercial	2.0
Rural	0.8

Further information about the rating categories can be found in the Funding Impact Statement.

Council considers the total funding system provides adequate and effective provision to meet the expenditure needs identified and enables Council to deliver services and activities that promote the current and future social, economic, environmental and cultural well-being of the community.

## Groups of activities

The following sections outline the Council's revenue and financing policy for each group of activities of the Council's operations:

### Governance

- Community Support
- Regulatory and planning
- Transportation
- Wastewater
- Stormwater drainage
- Waste Management
- Water Supply.



## Governance Group

### Analysis

- The Governance activity provides benefit to the whole community. Benefits are provided to all residents through the facilitation of democracy, effective leadership and decision-making, future planning and development, and advocacy. Benefits can occur now and in the future.
- Governance activities and associated costs include Local Body Elections, administration and operating costs of Elected Members and the Council, standing committees and advisory groups. The costs include the holding of regular meetings and the preparation and consideration of reports for policy development, resource allocation and performance monitoring. Also the costs of general services provided for the community benefit including records preservation and costs associated with representing the interests of residents and ratepayers.
- No negative effects have been identified.

### Funding Mechanism and Source

100% Public
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Council has decided the most appropriate way to fund the Governance activity is through the Uniform Annual General Charge. This public funding mechanism comes closest to ensuring that all residents pay equally for the Governance activity.

## Community Support Group

Includes Community Development, Economic Development, Emergency Management, Parks and Reserves and Community Amenities.

### Community Development

#### Analysis

- The Community Development activity aims to build social cohesion and enhance the social wellbeing of the Carterton community. Information, advice and advocacy services are provided to a wide range of people and groups including volunteers, artists, and job seekers. Supporting community organisations, community development initiatives and providing community events are of significant public benefit to the whole community.
- Grants are provided to community organisations to support health, cultural and community development initiatives that help achieve Council's strategic objectives.
- Most benefits occur in the year that funding is provided but some benefits may occur over multiple years depending on the length of programme provided.
- No negative effects have been identified.

**Funding Mechanism and Source**

100% Public (of balance required)	Private
-----------------------------------	---------

Funding for the Community Development activity is from both private and public sources of funds. Private funds are obtained via grants from Creative New Zealand and other sources, with the balance of public funding coming via the Uniform Annual General Charge.

**Economic Development****Analysis**

- The Economic Development activity involves the provision of economic development initiatives that aim to support strong businesses, employment and tourism in the district and region. Of key focus over the coming years will be supporting the local economy to recover from economic shock caused by the COVID-19 pandemic.
- The Council will continue to partner with Masterton and South Wairarapa District Councils, Greater Wellington Regional Council and WellingtonNZ to implement the Wairarapa Economic Development Strategy.
- Council will continue to provide a wide range of services and activities that contribute towards economic development. These include plans for town centre redevelopment, ensuring the town centre is attractive and appealing to visitors and potential investors, providing sufficient suitably zoned land is available for development, and providing good quality infrastructure and services.
- A healthy district economy is of benefit to the whole community now and in the future.
- No negative effects have been identified.

**Funding Mechanism and Source**

100% Public (of balance required)	Private
-----------------------------------	---------

Funding for the Economic Development activity is from both private and public sources of funds. Private funds are obtained via grants from the Provincial Growth Fund (or its equivalent) and other sources, with the balance of public funding coming via the Uniform Annual General Charge. While there may be some private benefit accrued to individuals and businesses the scale of benefit would be difficult to determine and recover costs.

**Emergency Management****Analysis**



- Emergency Management provides significant public benefit to the whole community. The activity involves educating and encouraging the community to increase their preparedness for natural disasters, responding and helping to minimise the effects of natural disaster on people and property, and providing a recovery system following natural disasters.
- The benefits of the Emergency Management activity occur now through preparedness and in the future through response and recovery. This activity makes a significant contribution towards all well-beings and the community outcomes sought regarding a caring community that is safe, healthy, connected, and resilient.
- No negative effects have been identified.

### Funding Mechanism and Source

100% Public
-------------

In light of the public benefit to the whole community and contribution to wellbeing and community outcomes accrued through the Emergency Management activity, Council has decided the most appropriate means of funding is via the Uniform Annual General Charge.

### Parks and Reserves

#### Analysis

- Parks and reserves make an important contribution to the well-being and lifestyle of the community. They provide areas for social connections, relaxation, sporting activities and green and attractive open spaces in built up areas. Council preserves and manages parks and reserves for the benefit and enjoyment of the whole community for recreation use.
- While benefits of this activity are provided to the entire community, specific individual benefit can also be provided to user groups and sports clubs. Exclusive use of parks and reserves may be necessary in order for sport clubs and recreational groups to successfully manage and run events.
- Benefits of the activity occur now through the provision of aesthetically pleasing open spaces and gardens, and in the future due to the long term nature of associated parks and reserves assets. This activity also involves management of the Kaipaitangata forest, the principle purpose being the protection of the water supply catchment. The block contains a mix of production forestry and manuka crops. The manuka is leased for honey production. Proceeds from the manuka lease is reinvested back into the Parks and Reserves activity.
- Some individuals may experience negative effects from not having full and exclusive use of parks and reserves at all times. Misuse and vandalism can cause additional costs to Council.

### Funding Mechanism and Source

100% Public (of balance required)	1-10 % Private
-----------------------------------	----------------

Council has decided that a combination of public and private funding is appropriate for the Parks and Reserves activity. Private funds (1-10%) are obtained via fees and charges from exclusive users, and the manuka crop lease, and the balance is obtained via public funds through the Uniform Annual General Charge (up to 70%) and General Rate (up to 30%). Recovery of exacerbator costs due to vandalism will be recovered in full where possible.

## Community Amenities

### Analysis

- Community amenities include the Carterton Events Centre, Carterton Public Library, Cemetery, Outdoor Swimming Pool, Public Toilets and Holiday Park. Together these facilities provide a range of services and opportunities for social interaction that benefit the whole community in different ways.
  - The multi-purpose Events Centre is vibrant, welcoming, and the heart of the community for cultural, economic and social services. The uses are wide ranging including concerts and corporate functions to art displays and weddings.
  - The library service aims to meet the recreational, educational and information needs of the residents of Carterton.
  - The cemetery meets the needs of the people of the district and maintains the dignity of a last resting place.
  - The outdoor swimming complex meets the recreational needs of the general public during the summer months.
  - Public toilets are accessible, clean and tidy for use by the general public and visitors.
  - The Holiday Park is well maintained to ensure a pleasant and attractive accommodation option to visitors to the district. The operation of the Holiday Park is via a lease.
- Community amenities provide numerous benefits to the district and wellbeing of the district. The provision of shared public spaces enhances the community's sense of social connectedness, cultural wellbeing, and civic pride. Attracting visitors to the district also makes a positive contribution to the local economy. Benefits of the activity are immediate through the provision of well-appointed community amenities, and in the future due to the long term nature of assets. Most benefits are to the whole community, however individuals may benefit from exclusive use of a facility.
- Council may incur additional costs from vandalism to facilities, and/or library resources that are not returned or damaged.

### Funding mechanisms and sources

100% Public (of balance required)	4-14% Private
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After taking into account the benefits and contribution towards community outcomes Council has decided to fund this activity through combination of public and private funds. Private funds (4-14%) are obtained via fees and charges and the income from the Holiday Park lease, and the balance is obtained via public funds through the Uniform Annual General Charge (up to 100%). Recovery of exacerbator costs due to vandalism and unreturned or damaged library resources will be recovered in full where possible.

## Regulatory and Planning Group

Includes Resource Management Planning, Consent Processing, and Regulatory Services.

### Resource Management Planning

#### Analysis

- Resource Management Planning involves development of the District Plan in accordance with the Resource Management Act.
- There are both public and private benefits involved with Resource Management Planning activity. Public benefits include safe and orderly development of the district, and consistent standards for current and future generations. Private plan changes will provide immediate benefit to individual applicants through development and potential increases in property values.
- Council may incur additional costs from vexatious and frivolous submitters, however there is no practical way to recover costs.

#### Funding mechanisms and sources

100% Public
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Council has decided that the most appropriate funding mechanism for Resource Management Planning is from public funds via Targeted Rates and fees (for private plan changes). Private Plan Change applications occur infrequently, and the Council cannot anticipate when applications may be lodged.

### Consent Processing

#### Analysis

- The Consent Processing activity involves the processing of applications for resource consents and building consents. Council is required to provide these activities in compliance with the relevant legislation and regulations.
- The benefit of these services is provided immediately to the individual applying for a consent. The whole community also benefits from consenting services through the promotion of public safety and protection of the environment for future generations.
- Non-compliance (e.g. applicants prolonging consent processes and/or extra inspections) can cause additional costs to Council.

#### Funding mechanisms and sources

100% Public	85-95% Private
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(of balance required)	
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Funding for the Consent Processing activity is from both private and public sources of funds. Private funds (85-95%) are obtained via consent fees and charges, with the balance of public funding (up to 100%) coming via the Targeted Rate for resource consents and General Rate for building consents. Recovery of exacerbator costs due to non-compliance will be recovered in full where possible.

## Regulatory Services

### Analysis

- The Regulatory Services activity includes the provision of environmental health services, liquor licensing, animal and dog control. Council is required to provide these activities in compliance with the relevant legislation, regulations and bylaws. These services also contribute towards the community outcome: A caring community that is safe, healthy and connected.
- There are both public and private benefits associated with the provision of Regulatory Services.
- Benefits occur mainly in the short term to the individual applicant or receiver of the service. For example, Animal Control services where animals that are returned to their owners. There is also some benefit to the whole community provided over long term from enhanced public safety.
- Council may incur significant addition cost through residents that fail to comply with regulations.

### Funding mechanism and sources

#### *Environmental health services*

100% Public (of balance required)	1-10 % Private
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#### *Liquor licensing*

100% Public (of balance required)	60-70% Private
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#### *Animal and dog control*

100% Public (of balance required)	70-80% Private
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Council has decided that a combination of public and private funding is appropriate for the Regulatory Services activity. Private funds are obtained via fees and charges from applicants and the balance is obtained via public funds (up to 100%) through the General Rates. Recovery of exacerbator costs due to non-compliance will be recovered in full where possible.

Transportation Group

Includes Roads, Footpaths, and Cycleways and Trails

Roads

Analysis

- The Roothing activity involves the development and maintenance of roads, streets, and associated infrastructure (including bridges and culverts, road signs and street lighting).
- There are many public benefits provided to the whole community relating to the general availability of the roading system. Working with Waka Kotahi NZ Land Transport Agency NZTA, Council aims to achieve a safe efficient land transport system that maximises local safety, enhances economic and social wellbeing.
- Benefits are also provided to individual users, access for forestry operations, use of roads by heavy carriers, tankers and trucks.
- Council may incur additional repair and maintenance costs to roads from damage caused by excessive use of heavy machinery, motor vehicle accidents, livestock movements and vandalism.

Funding mechanisms and sources

100% Public (of balance required)	Private
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Funding for the roading activity is sourced from both private and public sources. Private funds are obtained via a subsidy from Waka Kotahi NZ Land Transport Agency, with the balance of public funding (up to 100%) coming via General Rates.

Footpaths

Analysis

- Footpaths provide significant public benefit to the whole community. Footpaths provide connections to other transport networks, enable safe access by separating pedestrians from the main flow of traffic, provide opportunities for recreation and promote mobility.
- Benefits are immediate to footpath users and the wider community and long term for future generations.

- Negative effects may arise through restricted access. Council may incur additional repair and maintenance costs to footpaths through motor vehicle accidents, vandalism and unapproved alterations.

### Funding mechanisms and sources

100% Public (of balance required)	Private
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Funding for the Footpath activity is sourced from both private and public sources. Private funds are obtained via a subsidy from Waka Kotahi NZ Land Transport Agency, with the balance of public funding (up to 100%) coming via General Rates.

### Cycleways and Trails

#### Analysis

- Council recognises that walking and cycling provides many environmental, social and economic benefits for the community. Benefits occur now and in the future.
- Benefits are provided to all residents through the provision of cycleways and trails that provide opportunities for social interactions, alternative transport modes, recreation, economic activities, to enhance and protect the environment through reductions in vehicle emissions.
- Negative effects may arise through restricted access. Council may incur additional repair and maintenance costs to cycleways and trails by damage.

### Funding mechanisms and sources

100% Public (of balance required)	Private
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Funding for the Cycleways and Trails activity is sourced from both private and public sources. Private funds are obtained via a subsidy from Waka Kotahi NZ Land Transport Agency, with the balance of public funding (up to 100%) coming via General Rates.

## Wastewater Group

### Analysis

- Significant benefits are provided by the wastewater system, including treatment and disposal. Ensuring that wastewater is treated and disposed of effectively promotes a clean healthy environment free from contaminants now and in the future, maintains public health standards and prevents disease.
- Wastewater services are provided to the residents of the Carterton urban area, limited adjacent rural areas where access is available, and Waingawa industrial area. While the majority of the benefits are to the scheme users, there are also public health benefits to the whole community associated with an effective wastewater system.
- Council can incur additional costs from an overloaded wastewater system caused by unusually high volumes of trade waste, disposal of toxic substances, or illegal stormwater connections that add volumes of unnecessary water to the sewerage system.

### Funding mechanisms and sources

10% Public  (of balance required)	90% Private (of balance required)  13-23% Private
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Council has decided that a combination of public and private funding is appropriate for the wastewater activity. Due to the limited amount of public benefit associated with this activity up to 10% of funding is sourced via General Rates. Private funds of up to (90%) are obtained via fees Targeted Rates from those scheme users while the remaining 13-23% is obtained via user fees and charges. Council uses powers provided in the Trade Waste Bylaw to recover exacerbator costs from trade waste users with large volumes of trade waste.

## Stormwater Drainage Group

### Analysis

- Council provides the residents and ratepayers of the Carterton urban area with an efficient stormwater drainage system.
- Benefits to the whole community are related to managing risks from flooding, the protection of people, property and infrastructural assets of the district, providing safe access to the public and maintaining public health. Benefits occur now and in the future due to the long term nature of assets associated with this activity.
- Benefit to the individual property owner is that stormwater drainage is available to private properties. This activity is substantially a private benefit to users.
- Council can incur additional costs from pollutants added to the stormwater system.

**Funding mechanisms and sources**

10% Public	90% Private
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Funding for the Stormwater activity is obtained from public and private sources. Due to the limited amount of public benefit associated with this activity 10% of funding is sourced via General Rates (public) while the remaining (90%) is sourced from scheme users through the Targeted Rates (private). Exacerbator costs are difficult to identify but will be recovered in full where possible.

**Waste Management Group**

Includes Refuse collection and Recycling, and Transfer Station

**Refuse collection and Recycling****Analysis**

- This activity includes the provision of a contracted refuse and recycling collection and disposal service for urban households and some commercial properties, and a disposal service for delivered solid waste.
- Benefits to the whole community are related to the public health of the community. Benefits occur now through the provision and immediacy of the service, and over the medium term due to the assets associated with this activity.
- Benefits to the individual property owners is the availability of the service. This activity is substantially a private benefit to users.
- Council can incur additional costs from vandalism and damage to recycling bins.

**Funding mechanisms and funding sources**

10% Public	90% Private (of balance required)
(of balance required)	27-37% Private

A combination of public and private funding is appropriate for the Refuse collection and Recycling activity. Private funds (up to 90%) are obtained via Targeted Rates from households that are provided with the service, with a further 27-37% of private funding coming via fees and charges (bag sales, and bin replacements). The balance of funding is obtained via public funds (up to 10%) through the General Rates. Recovery of exacerbator costs due to non-compliance will be recovered in full where possible.



## Transfer Station

### Analysis

- Council provides a transfer station and facilities for disposal of refuse.
- The whole community benefits from the safe and efficient disposal of refuse. Maintaining a safe and healthy environment and sanitary conditions are essential to preventing health hazards and promotion of public health. Private benefit is afforded to those individuals that access the services as do those residents that have access to the service but may choose not to use it.
- Benefits are provided now and in the future through those that access the services and due to the long term nature of the assets associated with this activity.
- Council may incur additional costs from dumped contaminants.

### Funding mechanisms and sources

100% Public (of balance required)	31-41% Private
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Council has decided that a combination of public and private funding is appropriate for the Transfer Station activity. Public funds (up to 100%) are obtained via General Rates. Private funds (31-41%) are obtained via fees from those using the transfer station facility. Recovery of exacerbator costs due to deliberate contamination will be recovered in full where possible.

## Water Supply Group

Includes Drinking Water and Water Races

### Drinking Water

#### Analysis

- This activity involves the provision and maintenance of a safe and resilient quality drinking water supply to meet the needs of the Carterton urban ward, of approved rural users, and of commercial users in the Waingawa industrial zone.
- Benefits to the district are availability of quality potable water supply for public health. Water that complies with Drinking Water Standards provides the community with assurance that it is healthy and safe to drink. A reliable and plentiful water supply source also enables services (e.g. fire fighting) and recreational facilities e.g. private swimming pools.
- The water supply activity contributes towards the Community Outcome sought regarding quality fit for purpose infrastructure and services that are cost-effective and meet future needs.
- There are significant private benefits attached to the urban drinking water supply. Availability of potable water to property owners connected to the water supply system is a benefit to the individual properties that can be clearly identified.

- Benefits are immediate and ongoing to scheme users, and long term for the wider district and future generations due to the assets associated with this activity.
- Exacerbator costs can occur through individuals who waste water, high and excessive users, unauthorised connections, and individuals that contaminate the supply.

### Funding mechanisms and sources

10% Public (of balance required)	90% Private (of balance required) 1-10% Private (Fees and Charges)
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After considering the public and private benefits and contribution towards community outcomes Council has decided the most appropriate sources of public funds for the Drinking Water activity are via General Rates (up to 10%) and private funds via Targeted Rates (up to 90%) and User Charges (1-10%). Recovery of exacerbator costs will be recovered in full where possible.

## Water Races

### Analysis

- Water races provide water for agricultural and horticultural and ecological purposes, non-potable domestic users, and other rural users. Council provides and maintains the open water race system.
- Access to the water race system by property owners is a direct benefit to the individual properties that can be clearly identified. There is also benefit offered to those property owners that have access to the water race system but choose not to use it. Some public benefit is also provided to the whole community as the water races provide a discharge point for stormwater, assisting with the management and prevention of risk from flooding. Economic development prospects are enhanced by an affordable and reliable water supply.
- Council may incur additional costs through use individuals that use excessive amounts water or contaminate the supply.

### Funding mechanisms and sources

10% Public (of balance required)	90% Private (of balance required) 1-10% Private (Fees and Charges)
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After considering the public and private benefits and contribution towards community outcomes Council has decided the most appropriate sources of public funds for the Drinking Water activity are via General Rates up to (10%) and private funds via Targeted Rates (up to 90%) and User Charges (1-10%). Recovery of exacerbator costs will be recovered in full where possible.



## Operating expenditure

The following table summarises the funding mix for each activity.

	Public Funds			Private Funds		
Activities	General rates	UAGC	Targeted rates	Targeted rates	User fees and charges	Subsidies
<b>Governance</b>		100%				
<b>Community Support</b>						
Community development		100% of balance required				Yes
Economic development		100% of balance required				Yes
Emergency management		100%				
Parks and reserves	30% of balance required	70% of balance required			1-10%	
Community amenities		100% of balance required			4-14%	
<b>Regulatory and Planning</b>						
Resource management planning			100% of balance required			
Consent processing			100% of balance required		9-19%	

Regulatory services						
• Environmental health services	100% of balance required				3-13%	
• Liquor licencing	100% of balance required				60-70%	
• Animal and dog control	100% of balance required				70-80%	
<b>Transportation</b>						
Roads	100% of balance required					Yes
Footpaths	100% of balance required					Yes
Cycleways and Trails	100% of balance required					Yes
<b>Wastewater</b>	10% of balance required			90% of balance required	13-23%	
<b>Stormwater drainage</b>	10%			90%		
<b>Waste Management</b>						
Refuse collection and recycling	10% of balance required			90% of balance required	27-37%	Yes
Transfer station	100% of balance required				31-41%	
<b>Water Supply</b>						

Drinking water	10% of balance required			90% of balance required	1-10%	
Water races	10% of balance required			90% of balance required	1-10%	

## Carterton District Council

### Treasury Management Policy

#### Comprising Liability Management Policy and Investment Policy

### Context

1. Section 102 of Part 6 of the Local Government Act 2002 (LGA) requires local authorities to adopt a liability management policy and an investment policy.
2. The requirements for each policy are detailed in Sections 104 and 105 of the LGA:
  - The liability management policy must state the Council's policies on how it will manage its borrowings and other liabilities, including interest rate exposure, liquidity, credit exposure, and debt repayment.
  - The investment policy must set out the Council's policies on investments including the mix of investments, acquiring new investments, management and reporting procedures, and risk assessment and management.
3. Together these policies make up the framework for the Council's treasury management activities and define the parameters within which all investment and borrowing activities are carried out. This policy should be read in the context of Council's Financial Strategy.
4. Under the Local Government Rating Act 2002, Council has the powers to set, access and collect rates to fund local government activities. This allows the Council to provide its rating powers as security for borrowing purposes in the form of a Debenture Trust Deed. This is a strong security position and is reflected in the credit quality of the Council.
5. Council is risk averse and wishes to minimise risk from its treasury management activities.

### Liability Management Policy

#### Objectives

6. The Council's liability management objectives in relation to borrowings are to:
  - Minimise borrowing costs within approved risk parameters
  - Prudently manage the Council's exposure to interest rate changes
  - Ensure sufficient levels of liquidity to meet both planned and unforeseen cash requirements, and to assist borrowing decisions
7. Prudently manage the Council's credit exposure
8. Monitor and report on the risk and the performance of debt portfolios against predetermined limits and benchmarks.

#### Management of Borrowings

9. Council is able to borrow external funds in local currency through bank borrowing and the Local Government Funding Agency (LGFA). Council considers and approves its forecast borrowing requirements by approving financial projections in its Long-Term Plan and each Annual Plan, and reports on debt levels in the Annual Report. Council's finance function manages its borrowing activities in accordance with this policy.
10. Internal borrowing may be used by Council to fund its borrowing for both the purchase of new assets, and the re-financing of existing term debt, if it is considered prudent to do so in any given circumstance. Interest will be charged on internal borrowing and this is calculated to be the weighted average rate that Council receives on its term cash investments over 90 days.

### **Interest Rate Exposure**

11. Interest rate exposure refers to the impact that movements in interest rates have on the Council's financial performance.
12. Factors that influence interest rates for long and short-term securities are beyond the control of the Council. It is prudent to be aware of where interest rate cycles are when making a decision as to the type of borrowing to be undertaken and what arrangements might need to be entered into to manage the interest on borrowing.
13. The Council's objective in managing interest risk is to minimise debt servicing cost and to maintain stability of debt servicing costs.

### **Liquidity**

14. Liquidity refers to the availability of financial resources to meet all obligations as they arise, without incurring penalty costs.
15. The Council requires a minimum level of surplus liquidity to meet unexpected cash expenditure or revenue shortfall.
16. Short-term liquidity management is monitored and controlled through daily cash management activities with long-term liquidity management being monitored and controlled through the annual plan and long-term plan.
17. As part of its overall liquidity policy, the Council seeks to avoid a concentration of debt maturity dates and may maintain an overdraft facility to meet cash requirements if required.

### **Credit Exposure**

18. Credit risk is the risk that a party to a transaction will default on its contractual obligation. The Council is exposed to credit risk when there is a deterioration of the credit rating:
  - of an entity with which the Council places its investments
  - of a counterparty with whom the Council may transact financial derivative contracts
  - of a contractual counterparty with whom the Council may have concluded major supply, construction or service contracts.
19. Council will only enter into borrowing agreements with creditworthy counterparties. Creditworthy counterparties are selected on the basis of their Standards and Poors rating, which must be A- or better (or other equivalent rating).
20. Any incidental arrangements involving contracts or arrangements with underwriters, brokers or any other agents are considered to be low risk and therefore do not require Council approval.

### **Debt Repayment**

21. The objective of the debt repayment policy is to ensure that the Council is able to repay debt on maturity with minimum impact on Council cash flows.
22. In evaluating strategies for new borrowing, the following considerations should be taken into account:
  - Available terms from banks and the LGFA
  - Council's overall debt maturity profile, to ensure concentration of debt is avoided at reissue/rollover time
  - Where a specific asset or group of assets is to be funded by the external borrowing, the term of the loan should not exceed to the expected useful life of the asset
  - Prevailing interest rates and margins
  - The market outlook on future credit margins and interest rates
  - Implied finance terms within specific debt or lease arrangements should be at least as favourable as the Council could obtain through other means



- Legal documentation and financial covenants together with security considerations.

23. The Council will not enter into derivative financial arrangements, with the exception of interest rate cover, where appropriate.

### **Borrowing Limits**

24. The Council will limit its borrowing such that all three of the following prudential limits are met:

- Total debt as a percentage of total assets will not exceed 15 percent
- In any financial year, gross interest paid on term debt will not exceed 12 percent of gross operating revenue
- In any financial year, gross interest expense will not exceed 50 percent net cash inflow from operating activities.

25. Council must also comply with all relevant financial covenants/ratios (for example those imposed by the Local Government Funding Agency).

### **Security**

26. The objective of the security policy is to ensure that the Council can provide suitable security to investors whilst retaining maximum flexibility and control over assets.

27. The Council will offer as a security for borrowing a charge over the Council's rates and rates revenue offered through a Debenture Trust Deed. The Council will not offer security over assets of the Council, except for borrowing by way of financial lease or some other form of trade credit under which it is normal practice to provide security over the asset concerned.

## **Investment Policy**

### **Objectives**

28. The Council seeks to minimise the risks associated with its investments to avoid placing the capital value of individual investments at risk. The Council is risk averse and wishes to minimise risk from its investment activities, so it does not undertake any unnecessary or speculative investment activity across any asset types.

29. The Council's investment policy objectives are to:

- Manage short term cash flows in an efficient and prudent manner
- Support the Council's liquidity requirements
- Invest only in approved financial securities
- Maximise income on investments approved within the policy
- Minimise the risk of investments.

### **Investment Mix**

30. The Council has the following investments:

- Cash investments held with banks and non-bank deposit-takers for general purposes
- Cash investment held with banks and non-bank deposit-takers for specific purposes
- Equity (shares)
- Property intended for sale

- Forestry
- Land and buildings for strategic purposes and to further the achievement of community outcomes.

31. The Council acknowledges that there are various financial risks arising from its financial activities. The Council recognises its fiduciary responsibility as a public authority and any investments that it does hold should be at an appropriate level of risk, giving preference to conservative investment policies and avoiding speculative investments. The Council accepts that lower risk generally means lower returns on investment.
32. Council may invest in shares and other financial instruments of the New Zealand Local Government Funding Agency Limited (LGFA) and may borrow to fund that investment. If required in connection with the investment, the Council may also subscribe for uncalled capital in the LGFA.
33. The mix of Council's investments will be determined by the individual investment decisions made in furtherance of the Council's goals and objectives as set out in the Long-Term Plan and Annual Plan. Investments are only made to achieve a particular goal or objective.
34. As Council is risk averse, it prefers not to expose itself to the risks of equity or property assets unless these investments enable the Council to access and use specific services or achieve strategic and/or community outcomes. The purpose of Council's equity and property investments will be assessed every three years, including whether these investments should continue to be held.
35. Surplus funds are invested in a way that maintains the liquidity of the Council's investments so that cash is available when needed. New investments are acquired when surplus funds are available for investing. The Chief Executive has delegated authority to acquire these investments.

#### **Application of Revenue from Investment and Proceeds from Sale**

36. Revenue from special funds and reserves is retained in that fund, unless the Council approves otherwise in the Long Term Plan or Annual Plan.
37. Revenue from the sale of investment property is retained in the Council's Major Projects Fund.
38. Revenue from the realisation of the forestry investment is retained in the Council's Major Projects Fund.
39. Revenue from sales of assets is either reserved or off-set for further asset acquisition.

#### **Managing and Reporting on Investments**

40. The Chief Executive has delegated authority to invest funds within the criteria outlined in this investment policy. The Chief Executive is authorised to sub-delegate this authority to the Corporate Services Manager.
41. Regular financial reports to Council will provide a copy of the bank reconciliation and a list of investment accounts, amounts invested, and the banks in which those investments are held.
42. Given that the Council has only the forestry and two small equity investments, disclosure in the Annual Report on these items is sufficient for reporting to the Council.
43. The Council's forestry consultants provide annual reports to the Council on the forest valuation and calculations of the anticipated cash flows from harvest.

#### **Risk Management**

44. The Council's exposure to risk in relation to its investment activities is relatively minimal. The greatest risk exposure arises in relation to its cash investments and property investments.
45. In managing its investments, the Council always seeks to minimise its risk by investing only in institutions with a high degree of security and credit rating.

46. The Council will not generally invest surplus funds in equity investments due to the risks involved.
47. The Council has a statutory obligation to promote prudent, effective, and efficient financial management. In considering investments, the Council may consider the following:
- Managing risk by having a diversified investment portfolio
  - Identifying all or any risks
  - The estimated return on investment
  - The term of the investment
  - The marketability of the proposed investment during its term and on completion.

## Development contributions or financial contributions policy

### Introduction

This policy is prepared under section 106 of the Local Government Act 2002 (The Act) and it outlines in which circumstances the Council intends to require development or financial contributions.

### Legislative requirements

The Act requires the Council to adopt a policy on development contributions or financial contributions. This applies regardless of whether it has decided to assess:

- development contributions under the Act; or
- financial contributions under the Resource Management Act 1991.

Once adopted, this policy may be amended as a Long Term Plan amendment.

### Financial contributions provision in the Wairarapa Combined District Plan

The Council has adopted the Wairarapa Combined District Plan. Section 23 specifies in detail the provisions relating to financial contributions:

#### **23. Financial Contributions**

##### **23.1 Introduction**

*As further subdivision occurs and new activities are established within the Wairarapa, the existing infrastructure and amenities come under pressure. Financial contributions are a way of ensuring that any adverse effects from subdivision and development on the environment or on community resources are minimised, including ways of offsetting any adverse effects with a contribution toward environmental improvements. Such contributions can be in the form of money, land, works and services and may include the provision of roads and services, the protection of important historic or natural features, the visual enhancement of a site through landscape treatment or the provision of access to a hitherto inaccessible river or stream.*

*Financial contributions for subdivision and land use consents many include the cost of upgrading and expanding community works and services as a result of the proposal, including (but not limited to) public roads, public water supplies, and the disposal of sewerage and stormwater.*

*This section deals with the requirements for financial contributions, with as a standard of a permitted activity, or a land use or subdivision consent.*

*Where a financial contribution is required as a condition of a permitted activity or resource consent, the purpose, circumstances in which a contribution may be required, and the amount of that contribution are stated. For some types of contributions, a maximum contribution is specified to ensure such contributions are equitable and not unreasonably onerous for some forms of development.*

*Contributions for land use development through the resource consent process will be sought in full, unless a previous contribution has been received in the subdivision of the site. Conversely, if a contribution was paid at the time of land use development, then no contribution may be required at the time of any subsequent subdivision consent in recognition of the previous contributions.*

### **23.2 Reserves Contributions Standard**

#### **23.2.1 Circumstances when a general reserve contribution is required as a condition of a permitted activity or a resource consent.**

- (a) As a condition of a land use resource consent for any additional residential unit, provided that a general reserve contribution has not already been made at the time of subdivision creating that lot or under the relevant Council's Long Term Council Community Plan.*
- (b) As a condition of subdivision resource consent for any new allotment, provided that a general reserve contribution has not already been made under the relevant Council's Long Term Council Community Plan.*
- (c) As a standard of a permitted land use activity for any additional residential unit, with the payment of the contribution to be made prior to the issuance of Code of Compliance Certificate for the building consent, provided that a general reserve contribution has not already been made at the time of subdivision creating that lot or under the relevant Council's Long Term Council Community Plan.*

#### **23.2.2 Amount of Contribution Required as a Condition of a Permitted Activity or Resource Consent**

- (a) For subdivision, 3 percent of the land value of each allotment to be created in the Residential, Commercial and Industrial Zones (plus GST), and 2 percent of the land value of each allotment to be created in the Rural Zone (plus GST). In the Rural Zone, the maximum of the total combined contribution for reserves and roading contributions shall be \$7,500 (plus GST) per allotment created by a subdivision, or*
- (b) For land use development for residential purposes, 0.25 percent of the value of each additional residential unit (plus GST).*

#### **23.2.3 Assessment Criteria for Remission or Waiver of Reserves Contribution**

*In determining whether to grant a remission or waiver of any reserves contribution, regard shall be had, but not limited to, the following criteria:*

- (a) The activity's impacts on the reserves network and the cost to the relevant Council to avoid, remedy or mitigate these impacts.*
- (b) Measures proposed by the developer to enhance an existing reserve or the open space of the locality.*
- (c) Other methods proposed by the developer to avoid, remedy or mitigate any adverse effects on the reserve network.*
- (d) Whether any site of natural and cultural heritage can and should be enhanced or protected.*

**23.2.4 Form of Contribution**

- (a) *The contribution may be required in the form of money or land or any combination thereof.*

*If a reserve contribution is in the form of land which is acceptable to Council, the value of the land to be vested as a reserve shall be established on the basis of a registered valuer's report. Registered valuer's reports shall be produced at the consent holders cost and be no older than three months at the time the contribution is paid.*

**23.2.5 Purpose**

- (a) *To provide for the acquisition and development of reserves and open spaces in response to the needs arising from subdivision and development.*
- (b) *To protect conservation values of riparian and coastal margins, and associated water quality and aquatic habitat.*
- (c) *To provide opportunities for public access to and along water bodies including the coast.*
- (d) *To provide recreational opportunities near water bodies.*

**23.2.6 Contributions**

- (a) *For permitted activities involving construction of a residential building, contributions shall be made prior to the issuance of the Code of Compliance Certificate for the building consent.*
- (b) *For land use resource consents, contributions shall be payable as and when required by any condition of that consent.*
- (c) *For subdivision resource consents, contributions shall be made prior to the issuance of the Certificate under Section 224 of the Resource Management Act 1991.*

**23.3 Infrastructure Contributions Standard****23.3.1 Circumstances when an infrastructure contribution is required as a condition of a permitted activity or resource consent**

- (a) *As a condition of a land use resource consent for any additional residential unit or administrative, commercial or industrial purposes, provided that any infrastructure contribution has not already been made at the time of the subdivision creating that lot or under the relevant Council's Long Term Council Community Plan.*
- (b) *As a condition of subdivision resource consent for any new allotment, provided that an infrastructure contribution has not already been made under the relevant Council's Long Term Council Community Plan.*
- (c) *As a standard of a permitted land use activity, with the payment of the contribution to be made prior to the issuance of Code of Compliance Certificate for the building consent, provided that an infrastructure contribution has not already been made at the time of subdivision creating that lot under the relevant Council's Long Term Council Community Plan.*

**23.3.1 Amount of Contribution as a condition of a permitted activity or a resource consent**

- (a) The actual cost of water supply, wastewater or stormwater disposal systems to the development, and*
- (b) The actual cost of all necessary water supply, wastewater or stormwater disposal reticulation within the development for each allotment or building, and*
- (c) The actual cost of connecting between the water supply, wastewater or stormwater disposal reticulation in the development and the Council's water supply, wastewater and stormwater disposal system, and*
- (d) The actual cost of upgrading of any existing Council water supply, wastewater or stormwater disposal system to the extent that it is necessary to service the development, and*
- (e) A share of the cost of the existing water supply, wastewater or stormwater disposal system where additional capacity has been created in anticipation of future development. The share will be calculated on the proportion of the additional capacity required to service the development, and*
- (f) A share of the cost of new water supply, wastewater or stormwater disposal system or upgraded water supply, wastewater or stormwater disposal system where additional capacity will be required by the cumulative effects of an area's development—the share will be calculated on the proportion of the additional capacity required by the development, and*
- (g) For subdivisions, \$5000 (plus GST) per allotment that connects with public infrastructure and services, or*
- (h) For land use development for residential, administrative, commercial and industrial purposes, \$5,000 (plus GST) per new unit for linking with public infrastructure and services, plus 0.5 percent of the assessed value of any building development in excess of \$1,000,000 (plus GST). The assessed value of the development will be based on the estimated value of the building as stipulated on the building consent application, or*
- (i) For land use development for additions and alternations for administrative, commercial or industrial purposes that connects with public infrastructure and services 0.5 percent of the assessed value of any building development in excess of \$50,000 (plus GST). The assessed value of the development will be based on the estimated value (excluding GST) of the building as stipulated on the building consent application.*

### **23.3.3 Assessment Criteria for Remission or Waiver of Infrastructure Contribution**

*In determining whether to grant a remission of any infrastructure contribution, regard shall be had, but not limited to, the following criteria:*

- (a) Whether any allotment or any part of the development is proposed to be connected to public infrastructure and services.*
- (b) The effect of the proposed subdivision or development on the infrastructure and the cost to the relevant Council to avoid, remedy, or mitigate these impacts.*
- (c) Measures proposed by the developer to upgrade any existing infrastructure.*
- (d) Whether any contribution has been previously made towards the establishment or upgrade of the infrastructure.*

### **23.3.4 Form of Contribution**

- (a) *The contribution may be required in the form of money or works or any combination thereof.*

#### **23.3.5 Purpose**

- (a) *To provide a potable water supply.*
- (b) *To safeguard the health of inhabitants and protect the natural environment from inappropriate disposal of sewage.*
- (c) *To prevent damage to property or amenity from the indiscriminate and uncontrolled runoff of stormwater.*
- (d) *To ensure sufficient water is available for fire fighting purposes.*

#### **23.3.6 Contributions Payable**

- (a) *For permitted activities involving construction of a residential building, contributions shall be made prior to the issuance of the Code of Compliance Certificate for the building consent.*
- (b) *For land use consents, contributions shall be payable as and when required by any condition of that consent.*
- (c) *For subdivision resource consents, contributions shall be made prior to the issuance of the Certificate under Section 224 of the Resource Management Act 1991.*

### **23.4 Roads, Access Parking and Loading Contributions Standard**

#### **23.4.1 Circumstances when a roads, access parking and loading contribution is required as a condition of a permitted activity or resource consent**

- (a) *As a condition of a land use resource consent for any residential, commercial or industrial activity, provided that a roads, access parking and loading contributions has not already been made at the time of the subdivision creating that lot or under the relevant Council's Long Term Council Community Plan.*
- (b) *As a condition of a subdivision resource consent for any new allotment, provided that a roads, access parking and loading contribution has not already been made under the relevant Council's Long Term Council Community Plan.*
- (c) *As a standard of a permitted land use activity, with the payment of the contribution to be made prior to the issuance of Code of Compliance Certificate for the building consent, provided that a roads, access, parking and loading contribution has not already been made at the time of the subdivision creating that lot or under the relevant Council's Long Term Council Community Plan.*
- (d) *As a condition of land use resource consent in the Commercial or Industrial Zones in which the waiver of all or some of the required on-site parking is sought.*

#### **23.4.2 Amount of contribution for roads, access, parking and loading as a condition of a permitted activity or resource consent**

- (a) *The actual cost of providing a road or access to the development, and*
- (b) *The actual cost of all necessary roads and accesses within the development area for each allotment or building, and*



- (c) The actual cost of road or access crossings between allotments, or buildings in the development, and*
- (d) A share of the cost of the existing roads and access where additional capacity has been created in anticipation of future subdivision or development. The share will be calculated on the proportion of that additional capacity which is to serve the development, and*
- (e) A share of the cost of new or upgraded roads or access where additional capacity is necessary to accommodate the cumulative effects of the development within an area. The share will be calculated on the proportion of the additional capacity necessary to serve the development, and*
- (f) The cost of forming of the parking spaces (where a waiver from the District Plan parking requirements is sought, the cost of forming a parking space is deemed to be at a rate of \$5,000 (plus GST) per space, and*
- (g) For subdivision, 2 percent of the land value of each allotment to be created in the Residential, Commercial, Industrial Zones (plus GST), and 3 percent of the land value of each allotment to be created in the Rural Zone (plus GST). In the Rural Zone, the maximum amount of the total combined contribution for reserves and roading contributions shall be \$7,500 (plus GST) per allotment created by a subdivision.*

#### **23.4.3 Form of Contribution**

- (a) The contribution may be required in the form of money or land or any combination thereof.*

#### **23.4.4 Purpose**

- (a) To provide for the safe and convenient movement on roads of motor vehicles, bicycles and pedestrians within and through the Wairarapa.*

#### **23.4.5 Contributions Payable**

- (a) For permitted activities involving construction of a residential building, contributions shall be made prior to the issuance of the Code of Compliance for the building consent.*
- (b) For land use resource consents, contributions shall be payable as and when required by any condition of that consent.*
- (c) For subdivision resource consents, contributions shall be made prior to the issuance of the Certificate under Section 224 of the Resource Management Act 1991.*



## REMISSION OF RATES POLICY

### Introduction

In order to allow rate relief where it is considered fair and reasonable to do so, the Council is required to adopt policies specifying the circumstances under which rates will be considered for remission. There are various types of remission, and the circumstances under which a remission will be considered for each type may be different. The conditions and criteria relating to each type of remission are therefore set out separately in the following pages, together with the objectives of the policy.

### Legislative requirement

Section 109 Local Government Act 2002 requires the Council to adopt a Rates Remission Policy that includes:

- the objectives sought to be achieved by the remission of rates
- the conditions and criteria to be met in order for rates to be remitted.

### Remission of penalty rates

#### Objectives

- To enable the Council to act fairly and reasonably in its consideration of rates that have not been received by the due date.
- To provide relief and assistance to those ratepayers experiencing financial hardship.

#### Criteria and Conditions

The Council will consider each application on its merit and remission may be granted where it is considered that the application meets the following criteria and conditions.

##### *Criteria*

- Remission of penalty incurred on instalment one will be considered where the ratepayers pays the total amount due for the year on or before the penalty date of the second instalment.
- Remission of penalty will be considered in anyone rating year where payment had been late due to significant family disruption. Significant family disruption is likely to be the ratepayer or a member of the household affected by serious illness, serious accident, hospitalisation or death.
- Remission of penalty may be granted if the ratepayer is able to establish that their payment has gone astray in the post or the late payment has otherwise resulted from matters outside their control. Applications under this criterion will only be accepted if the ratepayer has a history of regular payments of rates and has not incurred penalty rates in the previous two years.
- Remission of penalty will be considered for those ratepayers who due to financial hardship, are in arrears and who have entered into an agreement with the Council to repay all outstanding rates. Penalty rates remission will not be considered if the agreement plan is not being adhered to.
- Remission of penalty will be considered if a new owner receives penalty rates through the late issuing of a sale notice, a wrong address on the sale notice or late clearance of payment by the Solicitor on a property settlement. This only applies to penalty rates incurred on one instalment. Future instalments do not qualify under this criterion.

*Conditions*

- Application for remission of penalty rates must be in writing using the prescribed form.
- Penalty rates will not be considered for remission if the penalty rates were incurred more than twelve months before the date of application, whether or not the application otherwise meets the criteria.

**Delegation**

The Council delegates the authority to remit penalty rates to the Chief Executive and the Corporate Services Manager.

**Remission of rates for land used by sporting, recreational and community organisations****Objectives**

- To facilitate the ongoing provision of non-commercial sporting, recreational and community services that meet the needs of the residents of Carterton.
- To provide indirect financial assistance to community organisations.
- To make membership of the organisation more accessible to the general public, particularly disadvantaged groups. These include children, youth, young families, aged people and economically disadvantaged people.

**Conditions and Criteria**

This policy will apply to land owned by the Council, or owned and occupied by a charitable organisation, that is used exclusively or principally for sporting, recreation or community purposes.

The Council will remit 50 percent of rates, with the exception of targeted rates, for organisations that qualify under this policy. Sporting organisations will qualify for 50 percent remission regardless of whether they hold a current license under the Sale and Supply of Alcohol Act 2012.

The Council will remit 100 percent of all rates for Rural Halls, to be reviewed annually to ensure that the use still remains the same.

The policy does not apply to organisations that operate for pecuniary profit or that charge tuition fees.

The policy does not apply to groups or organisations whose primary purpose is to address the needs of adult members (over 18 years) for entertainment or social interaction, or who engage in recreational, sporting or community services as a secondary purpose only.

Applications for remission must be made to the Council prior to the commencement of the rating year. Applications received during a rating year will be applicable from the commencement of the following rating year. Applications will not be back dated.

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Organisations making application should include the following documents in support of their application. Information of activities and programmes, details of membership and statement of objectives

**Delegation**

The Council delegates the authority to remit 50 percent of rates for sporting, recreational and community organisations, and 100 percent of all rates for Rural Halls, to the Chief Executive and the Corporate Services Manager.

**Remission of rates on land protected for natural, historical, or cultural conservation purposes****Objectives**

- To preserve and promote natural resources and heritage.
- To encourage the protection of land for natural, historic or cultural purposes.

**Conditions and Criteria**

- Ratepayers who own rating units that have some feature of cultural, natural or historic heritage that is voluntarily protected may qualify for remission of rates under this part of the policy.
- Land that is non-rateable under section 8 of the Local Government (Rating) Act and is liable only for rates for water supply, sewage disposal or refuse collection will not qualify for remission under this part of the policy.
- Applications must be made in writing, Applications should be supported by documentary evidence of the protected status of the rating unit eg a copy of the covenant or other legal mechanism.
- In considering any application for remission of rates under this part of the policy the Council will consider the following criteria:
  - - the extent to which the preservation of natural, cultural or historic heritage will be promoted by granting remission of rates on the rating unit
  - - the degree to which features of natural, cultural or historic heritage are present on the land
  - - the degree to which features of natural, cultural or historic heritage inhibit the economic utilisation of the land
  - - the degree to which features of natural, cultural or historic heritage are present on the land.
- In granting remissions under this part of the policy, the Council may specify certain conditions before remissions will be granted. Applicants will be required to agree in writing to these conditions and to pay any remitted rates if the conditions are violated.

The Council will decide what amount of rates will be remitted on a case-by-case basis.

**Remission of specified rates in certain circumstances****Objective**

- To encourage continued subdivision activity by providing rates relief to new subdivisions by limiting the rates impact of multiple rating units.

**Conditions and Criteria**

Where:

- land under one rating unit has been subdivided into three lots or more, and
- title has been issued, and
- is owned by the original developer who is holding the individual titles

the following rates will be remitted on all unsold lots in the subdivision except one:

- UAGC
- urban sewerage rate
- refuse collection and kerbside recycling rate
- urban water rate.

**Delegation**

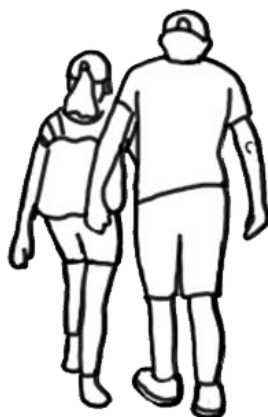
The Council delegates the authority to remit rates on multiple rating units to the Chief Executive and the Corporate Services Manager.

**Remission of rates for natural disasters****Objectives**

- To provide relief to properties affected by natural disasters.

**Conditions and criteria**

- The Council will remit rates to those properties identified according to the conditions and criteria set by Central Government.
- The level of remission will be the extent of funding provided by Central Government.



## POSTPONEMENT OF RATES POLICY

### Introduction

This policy is prepared under Section 110 Local Government Act 2002.

### Legislative requirements

The Local Government Act 2002 requires that the Postponement of Rates Policy must state:

- the objectives sought to be achieved by a postponement of the requirement to pay rates.
- the conditions and criteria to be met in order for the requirement to pay rates to be postponed.

### Objective

To assist ratepayers experiencing extreme financial circumstances that affects their ability to pay rates.

### Criteria and conditions

The Council will consider, on a case-by-case basis, all applications received that meet all the criteria and conditions listed below. Such applications for postponement can include short-term deferred or reduced payment arrangements or longer-term deferred payment arrangements. Postponement does not diminish or defer liability for rates.

### Criteria

- The ratepayer(s) is unlikely to have sufficient funds left over, after the payment of rates, for normal health care, proper provision of maintenance of the home and chattels at an adequate standard as well as making provision for normal day-to-day living expenses.
- The ratepayers(s) must be the current owner of the rating unit.
- Where the ratepayer seeks a longer-term postponement, additionally:
  - The rating unit must be used solely for residential purposes and the ratepayer(s) must reside on the property.
  - The ratepayer(s) must not own any other rating units or investment properties, whether in this district or another.

### Conditions

- Application must be in writing by the ratepayer(s) or by any authorised agent.
- Application for postponement of rates will only be considered from the beginning of the rating year in which the application is made.



- Application must identify the period of postponement sought.
- Application must identify the nature of the payment arrangement sought.
- The ratepayer(s) is required to disclose to the Council, all personal circumstances, including the following factors; age, physical or mental disability, injury, illness and family circumstances so that the Council can consider these factors to establish whether extreme financial hardship exists.
- If the Council decides to postpone rates the ratepayer(s) must first enter into an agreement with the Council to make regular payments for future rates.
- The Council will charge a postponement fee on the postponed rates for the period between the due date and the date they are paid. This fee is designed to cover the Council's administrative and financial costs and may vary from year to year.
- Any postponed rates will be postponed until:
  1. The death of the ratepayer(s), or
  2. the ratepayer(s) ceases to be the owner or occupier of the rating unit, or
  3. the ratepayer(s) ceases to use the property as their residence, or
  4. a date specified by the Council as determined by council in any particular case.
- Postponed rates or any part thereof may be paid at any time. The applicant may elect to postpone the payment of a lesser sum than that which they would be entitled to have postponed pursuant to this policy.
- Under any longer-term postponement, postponed rates will be registered as a statutory land charge on the rating unit under the Statutory Land Charges Registration Act 1928 and no dealing with the land may be registered by the ratepayer while the charge is registered except with the consent of the Council.

## **Delegation**

The Council delegates the authority to approve applications for rate postponement to the Chief Executive and the Corporate Services Manager.

## REMISSION AND POSTPONEMENT OF RATES ON MĀORI FREEHOLD LAND POLICY

### Introduction

Māori freehold land is defined in the Local Government (Rating) Act 2002 as land whose beneficial ownership has been determined by a freehold order issued by the Māori Land Court. Only land that is subject of such an order may qualify for remission or postponement under this policy. Currently there are 38 rating units in the district that meet the definition of Māori freehold land, of which 16 are non-rateable.

Whether rates are remitted or postponed in any individual case will depend on the individual circumstances of each application. In general, a remission of rates will be considered, unless there is a reasonable likelihood that the subject land will be used or developed in the immediate future.

This policy has been formulated for the purposes of:

- Ensuring the fair and equitable collection of rates from all sectors of the community by recognising that certain Māori-owned lands have particular conditions, features, ownership structures, or other circumstances that make it appropriate to provide relief from rates.
- Meeting the requirement of Section 108 of the Local Government Act 2002 to have a policy on the remission and postponement of rates on Māori freehold land.
- In determining the policy, the Council has considered the matters set out in Schedule 11 of the Act.

### Objectives

- To recognise situations where there is no occupier or person gaining an economic or financial benefit from the land.
- To set aside land that is better set aside for non-use because of its natural features (whenua rāhui).
- To assist Māori to establish papakāinga housing on rural Māori freehold land.
- To recognise and take account of the importance of papakāinga housing in providing support for marae.
- To recognise matters related to the physical accessibility of the land.
- To recognise and take account of the presence of waahi tapu that may affect the use of the land for other purposes.
- Where only part of a block is occupied, to grant remission for the portion of land not occupied.
- To facilitate development or use of the land where the Council considers rates based on the rateable value make the use of the land uneconomic.

### Conditions and criteria

Application for the remission or postponement should be made prior to commencement of the rating year.

Applications made after the commencement of the rating year may be accepted at the discretion of the Council. Owners or trustees making application should include the following information in their application:

- Details of the property.
- The objectives that will be achieved by providing the remission.
- Documentation that proves the land that is the subject of the application is Māori freehold land.

The Council may, of its own will, investigate and grant remissions or postponement of rates on any Māori freehold land in the district.

Relief and the extent thereof are at the sole discretion of the Council and may be cancelled and reduced at any time.

The Council will give a remission or postponement of up to 100 percent of all rates, except targeted rates set for water supply or wastewater disposal, based on any of the following criteria:

- Part of the land is used for papakāinga and is subject to an occupation licence or other arrangement for the purposes of providing residential housing.
- The land is unoccupied and no income is derived from the use or occupation of that land.
- The land is better set aside for non-use (whenua rāhui) because of its natural features, or is unoccupied, and no income is derived from the use or occupation of that land.
- The land is inaccessible and is unoccupied.
- Only a portion of the land is occupied.
- The property carries a best potential use value that is significantly in excess of the economic value arising from its actual use.

The Council will decide what amount of rates will be remitted on a case-by-case basis.

## SIGNIFICANCE AND ENGAGEMENT POLICY

(Pursuant to section 76AA of the Local Government Act 2002)

### Purpose

The decisions the Council makes affect its communities on a daily basis. Some decisions have greater significance than others.

This Significance and Engagement Policy explains how the Council will determine the degree of significance of particular issues, proposals, assets, decisions, and activities.

It lets both the Council and the community understand when the community can expect to be engaged in the Council's decision-making processes, and to know how this engagement is likely to take place.

### Introduction

While Councillors are elected to make decisions on behalf of their communities, engaging with the community is important to help the Council make informed decisions.

Effective community engagement builds trust in Council decision-making, while increasing the Council's understanding of issues in the community, but over-consultation can exhaust the community's willingness to participate.

As well as the informal methods of engagement, some decisions require a more structured form of engagement, due to the significance that a matter has within the wider community, or for groups within the community.

This policy does **not** apply to decision-making under the Resource Management Act 1991.

The Council may choose not to consult on some projects when it believes it has enough information with which to make an informed decision.

The Council may choose not to consult when it believes the matter is not significant enough. In these cases, the public will receive information about the project and the decision.

This policy is made up of two parts.

- Part 1 Significance - explains how decisions on significance will be determined and what happens when something is highly significant or not.
- Part 2 Engagement and Consultation - focuses on engagement and consultation. It sets out the principles of engagement the Council will use, minimum information requirements, and the special consultative procedure.

This Policy also lists the assets Council considers to be strategic assets.

### Part 1—Significance

## Definition

Section 5 of the Local Government Act 2002 (the Act) defines **significance** as:

*‘in relation to any issue, proposal, decision, or other matter that concerns or is before a local authority, means the degree of importance of the issue, proposal, decision, or matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for,—*

- (a) the current and future social, economic, environmental, or cultural wellbeing of the district or district:*
- (b) any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter:*
- (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so’.*

And it defines **significant** as:

*‘in relation to any issue, proposal, decision, or other matter, means that the issue, proposal, decision, or other matter has a high degree of significance’.*

## Determining significance

Councils must make decisions about a wide range of matters and most will have a degree of significance, but not all will be considered to be ‘significant’. An assessment of the degree of significance of proposals and decisions, and the appropriate level of engagement and consultation, will be considered in the early stages of a proposal before decision-making occurs.

The following guide in the table below should be considered when assessing the degree of significance of proposals and decisions, and the appropriate level of engagement:

## Process

Decisions on significance will be made in accordance with this policy, the Council’s Governance Statement, Standing Orders, and other policies including Delegations.

In practice, this means:

- Where any issue, policy, decision, or other matter meets one or more criterion and is deemed to have significance (low, moderate or high), the matter shall be reported to Council.
- Each report shall include a statement indicating that the issue, policy, decision, or other matter has been considered in regard to Significance and Engagement Policy. The report shall include an assessment of the degree of significance of the issue, policy, decision, or other matter, based on the criteria outlined in this Policy.
- The assessment should consider each criterion of significance and report on these, where applicable. The report should include a statement on the level of significance and reasoning behind the conclusion (e.g. why was it determined to have moderate significance) using the following table for guidance.

Matter/Issue	Determining the Level of Significance		
	Low Significance	Moderate	High
<b>Relates to an asset that is a 'strategic asset'</b>	Does not relate to strategic assets or does not substantially affect other Council assets	Involves sale of, or substantial impact on, part of a strategic asset, or other Council asset	Sale of a strategic asset, or activities that affect the performance of the strategic asset as a whole
<b>Changes to levels of service</b>	Minor loss of, or change to, service levels provided by the Council (or its contractors)	Moderate changes to the level of service provided by the Council.	Decision or proposal creates substantial change in the level of service provided by the Council
<b>Likely level of community interest</b>	Decision or consequence has little impact or is easily reversible	Minor or moderate level of community interest in a proposal or decision; or there is a moderate impact arising from changes; or one or more areas of the District are affected disproportionately to another; or  duration of an effect may impact detrimentally on people or a community	A high level of community interest in a proposal or decision; likely to be, or is, controversial in the context of the impact or consequence of the change; involves a specific area affected (eg geographic area, or area of a community by interest, age or activity);  or there are substantial impacts or consequences arising from the duration of the effect
<b>Financial impact</b>	No material effect on the Council's budget, debt, or residents' rates	Minor effect on rates, debt, or the financial figures in any one year or more of the Long Term Plan	Substantially affects debt, rates, or the financial figures in any one year or more of the Long Term Plan
<b>Changes to Groups of Activities</b>	Minor change to how Council manages groups of activities	Partial exit from a group of activities	Ceasing an existing activity or adding a new group of activities

<b>Delivery arrangements</b>	No substantive change to partnership arrangements for delivery of services, or consultant services	Contracting out or entering partnership with the private sector to carry out minor activities on behalf of the Council	Contracting out or entering partnership with the private sector to carry out a significant activity or a group of activities
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- The assessment, and where appropriate the report, must also include consideration of the following requirements, matters, and procedures set out in the Act:
  - s77 Requirements in Relation to Decisions
  - s78 Community Views in Relation to Decisions
  - s79 Compliance with Procedures in Relation to Decisions
  - s80 Identification of Inconsistent Decisions
  - s81 Contributions to Decision-making Processes by Māori
  - s82 Principles of Consultation.
- The report should recommend appropriate methods and extent of consultation and engagement, proportionate to the level of significance.

#### When Council may not engage

There are times when Council will not normally consult with the community because the issue is routine, operational or because there is an emergency. These may include:

- Emergency management activities, such as during a state of emergency
- Decisions that have to be made urgently where it is not reasonably practicable to consult
- Decisions to act where it is necessary to comply with the law
- Decisions that are confidential or commercially sensitive as prescribed under the Local Government Official Information Act 1987
- Organisational decisions (such as staff changes and operational matters) that do not materially reduce a level of service
- Decisions with regard to regulatory and enforcement activities
- Procurement and tendering processes
- Standards set by National Policy Statements
- Any decisions that are made by delegation or sub delegation to officers
- Any matter where the costs of consultation outweigh the benefits
- An issue where Council already has a good understanding of the views of the persons or community likely to be affected by or interested in the matter
- Where the matter has already been addressed by Council's policies or plans, which have previously been consulted on
- Minor administrative changes to documents.
- Some decisions made by Council are bound by legislation. In these situations, Council must follow the law and cannot use a flexible consultation process with the community.
- Council will use the Special Consultative Procedure, or other statutory process as required.
- The method of engagement for matters that are determined to be significant will be decided on a case-by-case basis. For guidance and examples see Part 2 Engagement and consultation (following) and the Community Engagement Policy.

## Part 2—Engagement and consultation

The primary purpose of consulting with the community is to enable effective participation of individuals and communities in the decision-making of councils. This will enable elected representatives to make better-informed decisions on behalf of those they represent.

### Matching engagement to significance



In any engagement process undertaken with the community, that engagement will be in proportion to the significance of the matter being considered and any statutory requirements. This is illustrated in the table below.

<div> <div>←</div> <div>LOW to MEDIUM to HIGH significance</div> <div>→</div> </div> <i>(one or more approach may be used)</i>				
The community is provided with objective information to assist in its understanding of problems, solutions, performance	Feedback is obtained from the community to assist in the formulation of options and decisions	The Council works directly with the public throughout the process, to ensure both public and private concerns are understood	The Council seeks direct advice from the community in formulating solutions, and this advice is incorporated in decisions to the maximum extent possible	The public is empowered to make the decision

<div> <div>←</div> <div>EXAMPLES OF ENGAGEMENT METHODS</div> <div>→</div> </div> <i>(additional activities, from left to right)</i>				
Reports, website update, media release, public notice, letter, <i>Snippets</i> , social media, customer services staff information training, or councillor or	Notifications to those directly affected, information displays at Council and Library, and at targeted venue, public meeting, open days, focus groups, online consultation,	Discussion groups and workshops, road shows, residents' survey, community-led development, pre-engagement strategy to heighten awareness and	Working groups, advisory boards	Local body elections

staff email networks	public hearings, print and radio advertising	create interest and participation, expert opinion on outcomes sought		
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### Engagement principles

When any engagement takes place, other than simply providing information, the Council will:

- ensure that elected members are a primary conduit for engagement with the community they represent
- ensure that the engagement has sufficient time and adequate resources to be effective
- seek to hear from everyone likely to be affected ask for views early in the decision-making process so that there is enough time for feedback, and for views to be considered properly
- consider different ways in which views can be presented
- listen to and consider views in an open and honest way
- respect everyone's point of view
- work in partnership with appropriate representative and special interest groups
- be sensitive to engagement becoming a burden
- ensure that the engagement process is efficient and cost-effective
- provide information about the outcome of the engagement and the reasons for any decisions.

### Engagement with Māori

The Council is committed to developing and maintaining positive working relationships with mana whenua, taura here and Māori communities in the Carterton district. Council will actively provide opportunities for Māori to contribute to its decision making processes through:

- Recognising and protecting Māori rights and interests within Carterton District
- Providing early engagement with Māori in the development of plans, policies and decisions
- Taking guidance from Māori in the ways Council will engage with them
- Supporting Māori to fully engage with the Council, for example through but not limited to capability and capacity building.

**Information Requirements**

At a minimum, the Council will provide the following information when conducting consultation or engagement:

- what is being proposed
- why it is being proposed
- what the reasonably practicable options and consequences are for the proposal
- if a plan or policy or similar document is proposed to be adopted, a draft of the proposed plan, policy, or other document
- if a plan or policy or similar document is proposed to be amended, details of the proposed changes
- what impacts may occur if the proposal goes ahead
- how submitters and participants can provide their views
- the timeframe for consultation and engagement
- how the decisions will be made and who will be making them
- how submitters and participants will be informed about the outcome.

**Special Consultative Procedure**

There are still situations where the Special Consultative Procedure (section 83 of the Local Government Act 2002) must be used:

- adoption or amendment of a Long Term Plan
- making amending or revoking a by-law
- reviewing a strategic asset.

There are also statutes that require the special consultative procedure to be followed in specific situations, including:

- Resource Management Act 1991
- Sale and Supply of Alcohol Act 2012
- Reserves Act 1977
- Dog Control Act 1996
- Building Act 1991.
- Gambling Act 2003
- Waste Minimisation Act 2008
- Land Transport Act 1998.

**Review of the Policy**

The Significance and Engagement Policy will be reviewed at least every three years.

**Schedule 1—Strategic assets**

Strategic asset is defined in the Local Government Act 2002 as an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community.

For the purpose of this Policy, Council considers its networks and other large assets as complete single assets. It is the group of assets as a whole that delivers the service.

The Council has identified its strategic assets as:

- roading network, including bridges, street lighting, and footpaths
- water treatment, storage, and supply network
- sewerage reticulation network and sewage treatment facilities
- stormwater drainage network
- rural water race network
- landfill site, including transfer station
- parks and reserves, Council-owned land and buildings, public toilets, and sports fields
- cemetery
- Events Centre
- Outdoor Swimming Complex
- Kaipaitangata Forest.

Decisions on transferring the ownership or control of strategic assets require the use of the Special Consultative Procedure.

Council does not expect to undertake engagement for decisions that relate to changes to a part of a strategic asset, unless that part substantially affects the level of service provided to the community.

In emergency situations alterations to strategic assets may be required without formal consultation to:

- Prevent an immediate hazardous situation arising, or
- Repair an asset to ensure public health and safety.



# Appendix B

Schedule of fees and charges 2021/22



## Proposed Schedule of Fees and Charges 2021/22

User fees and charges are used to recognise that there is a private benefit from the operation of the variety of services provided by the Council to the community. User fees revenue reduces the rates revenue required to be collected from ratepayers.

The following schedules of fees and charges are for the 2021/22 year.

	<b>2021/22 fees including GST</b>
<b>Food Act 2014</b>	
Verification of template Food Control Plan. Includes: booking appointments, checking prior history, travel time, actual time on-site, completion of reports, lodging of results to MPI and Council database and follow up on Corrective Action Requests.	\$350.00 for first 2.5 hours then \$140 for every additional hour
Renewal of registration for food premises	\$120.00
Amendment to registration	\$80.00
<b>Public Health (Health Act 1956, Health Registration Regulations 1966)</b>	
<b>Annual Registration and Inspection</b>	
Hairdressers	\$180.00
Motels/Boarding Houses	\$180.00
Itinerant trader – annual registration including inspection	\$252.00
Camping Grounds/Motor Home Parks	\$200.00
Hawkers licence	\$110.00
Hairdressers, beauticians, tattooists, skin piercers	\$180.00
Funeral directors	\$180.00
Offensive trades – septic tank services, waste or refuse cartage	\$180.00
Saleyards	\$180.00

Street stall licence	\$20.00 per week
Health inspection for events where food will be sold, or inspection on request	\$120.00
Noise control – recover all reasonable costs associated with second and subsequent noise complaints investigated from the same property	
Noise/health-related complaints under the RMA and Health Act 1956 – recover all reasonable costs associated with investigating/resolving the matter	
Gambling venue applications	\$300.00
Removal of abandoned vehicles	Actual cost plus 10%
<b>Compliance and Monitoring (Health Act 1956)</b>	
Complaint-driven investigation resulting in issue of improvement notice by Environmental Health Officer	\$80.00 per hour
Application for review of issue of improvement notice	\$80.00 per hour
<b>Resource Consent Fees (deposit only)</b>	
Controlled activity (other than minor land use)	\$555.00
Restricted Discretionary – non-notified	\$555.00
Restricted Discretionary – limited notification	\$950.00
Discretionary activity	\$950.00
Permitted boundary activity	\$306.00
Non-complying	\$1,500.00
Heritage items	Free
<b>Additional Charges</b>	
Public notification	\$714.00
Limited notification (excluding restricted discretionary)	\$450.00
Pre-hearing	\$500.00

Post decision – requested changes	\$350.00
Post decision – minor changes	\$150.00
Additional processing time above 5 hours	\$120.00 per hour
Certificate of Compliance and any other certificates e.g. Section 226 RMA	\$350.00
Section 223 RMA certificates	\$255.00
Section 224 RMA certificates	\$300.00
Monitoring compliance with resource consents – cost, with maximum of:	\$1,000.00
District Plan changes – deposit only (applicants are required to meet the full cost of processing applications)	\$5,100.00
Copy of District Plan	\$85.00
Land Information Memorandum (LIM)	\$250.00
Land Information Memorandum (LIM) – urgent service	\$450.00
Other external reports, e.g. engineers, commissioners, solicitors, special advisors (indicative charges between \$150-\$300 per hour)	Actual cost
Infrastructure Contribution:	
Sewerage	\$2,300.00
Water	\$2,300.00
Stormwater	\$1,150.00
Infrastructure Contribution – Waingawa Industrial Zone :	
Sewerage	\$2,990.00
Water	\$2,990.00
Stormwater	\$1,495.00
Roading Contribution – Residential, Commercial and Industrial Zones	2% of land value + GST

Roading Contribution – Rural Zone	3% of land value + GST
Reserve Contribution - Residential, Commercial and Industrial Zones	3% of land value + GST
Reserve Contribution – Rural Zone	2% of land value + GST
Monthly building consent lists	\$10.00
Officer consultation (first half hour free)	\$90.00 per hour
<b>Service Fees</b>	
Water connection	Actual cost
Sewer connection	Actual cost
Administration fee	\$51.00
Combined sewer and water connection	Actual cost
Standard vehicle crossing	Actual cost
Applications for water race draw off	\$57.50
Applications for piping or relocating water race	\$57.50 plus expenses
Clearing sewers (property owner boundary to main)	Actual cost
Damage to road reserve	Actual cost
<b>Transfer Station Entry Fees</b>	
<b>General refuse</b>	
Car boot or SUV (up to 100kg)	\$17.00
Small trailer, van or ute up to 1.8m x 1.2m x 0.4m high or up to 250kg	\$36.00
Large trailer (up to 500kg)/medium truck (less than 2 tonne)	\$66.00
Weigh in/out (minimum \$20.00)	\$200.00 per tonne
<b>Green waste</b>	



Car boot or SUV (up to 100kg)	\$5.00
Small trailer, van or ute up to 1.8m x 1.2m x 0.4m high or up to 250kg)	\$10.00
Large trailer (up to 500kg)/medium truck (less than 2 tonne)	\$20.00
Weigh in/out (minimum \$20.00)	\$42.00 per tonne
<b>Tyres</b>	
Tyres (per tonne)	\$510.00
Car and 4WD tyres – up to 4 tyres on rims	\$3.50 each
Truck tyres – up to 4 tyres	\$5.50 each
Tractor or earthmover tyres, more than 4 tyres/load (any type) or mixed load containing tyres	\$510.00 per tonne
<b>Dog Registration Fees (before 1 August)</b>	
From 1 August – 50% of the fee will be added as penalty. For certified seeing eye or hearing dogs, a fee of 50% of those stated below.	
Urban – entire dogs	\$95.00
Urban – spayed/neutered dogs	\$70.00
Rural – non-neutered and neutered dogs – first 2 dogs	\$70.00 per dog
Rural – non-neutered and neutered dogs – all remaining dogs	\$36.00 per dog
Dog classified as dangerous	\$142.50
Urban – application to keep more than 2 dogs	\$60.00
<b>Impounding Fees</b>	
Dogs, sheep, goats	\$60.00
Second time impounding (dogs)	\$120.00
Third and subsequent impounding (dogs)	\$180.00
Cattle, deer, horses and all other animals	\$75.00

Driving charge – calculated on actual cost including labour and plant hire	Actual cost
Sustenance fee – all animals	\$12.00 per day
<b>Waingawa water</b>	
Connected	\$136.54
Metered water	\$3.12 per m3
<b>Outdoor Swimming Complex</b>	
Entry fee adult/child – per person	Free
School groups – per child per season (schools are responsible for lifeguard arrangements and associated costs)	Free
<b>Cemetery</b>	
Headstone permit	\$25.00
<b>Plots</b>	
Lawn	\$1,100.00
Child under 1 year old	\$160.00
Child over 1 year old and below 10 years old	\$320.00
Cremation	\$250.00
Extra depth charge	\$350.00
<b>Interment</b>	
Lawn	\$750.00
Cremation	\$220.00
Child under 1 year old	\$130.00
Child over 1 year old and below 10 years old	\$320.00
Servicemen	\$750.00
Out-of-town burial fee	\$1,200.00

Saturday burials	\$1,200.00
Saturday burials – out-of-town	\$1,450.00
Disinterment	Actual cost
No burials on Public Holidays	
<b>Natural Burial</b>	
Plot (2x standard fee)	\$2,200.00
Interment (as above)	\$750.00
Costs:	
Compost (cost includes topping-up within first 3 years)	\$300.00
Tree (cost includes planting)	\$150.00
Natural burial fee (at cost)	\$250.00
Out of District fee	\$1,200.00
<b>Private burial service</b>	
Chapel	\$60.00
<b>Park Fees</b>	
Association Football – per ground	\$572.00
Cricket Association	\$100.00
Athletic Club	\$572.00
Additional charges may be levied for additional services, including pitch preparation and repairs	
<b>Community Notice Board Fees</b>	
Use of the Community Notice Board – community groups	Free
Use of the Community Notice Board – commercial and private	\$10.00 per day
<b>Library Fees</b>	

<b>Rentals (per issue)</b>	
Fiction books (including re-issues)	Free
Magazines	Free
DVDs	Free
<b>Fines</b>	
Adult book – first week	Nil
Per week thereafter	Nil
Children's books – first week	Nil
Per week thereafter	Nil
Reserves	Nil
<b>Inter-loans</b>	
Per book, article or subject request	Nil
Charges from other libraries	Actual cost
<b>Other</b>	
Replacement cards	\$2.00
Lost library book	Replacement Cost
<b>Administration Fees</b>	
<b>Photocopying – per page</b>	
A3 black and white	\$0.40
A4 black and white	\$0.10
Double-sided black and white – add 10 cents per page	
A3 colour	\$0.50
A4 colour	\$0.40
Double-sided colour – add 20 cents per page	
<b>Laminating per page</b>	

A4	\$2.00
Rubbish bags	\$2.80
Replacement/additional recycling bins	\$11.50
Replacement yellow-lid recycling wheelie bin	\$65.00
Rating information schedule	\$15.00
<b>Professional Services Fee</b>	
For any services provided not listed elsewhere in this schedule	\$120.00 per hour



**Schedule of Fees and Charges – Building consent and PIM fees (all amounts include GST)**

Classification	PIM only fee 2021/22	When included with other work (excl. BRANZ and MBIE levies) 2021/22	Total stand-alone fee (excl. BRANZ and MBIE levies) 2021/22
<b>Minor Work</b>			
Solid fuel heater	\$45.50	\$117.00	\$350.00
Minor plumbing and drainage work, e.g. fittings, drain alteration	\$45.50	\$117.00	\$395.00
Minor building work	\$45.50		\$395.00
Drainage work, e.g. new minor subdivision services, and common drains	\$45.50		\$990.00
Drainage work, e.g. new effluent disposal system	\$45.50	\$334.00	\$470.00
Wet area shower (tile floor)	\$45.50	\$226.00	\$486.00
Private marquee >100m <sup>2</sup> – professional assembly only (no inspection)	\$45.50		\$160.00
Public marquee > 100m <sup>2</sup> and <50 people – professional assembly (no inspection)	\$45.50		\$160.00
Public marquee >100m <sup>2</sup> and >50 people (with inspection)	\$45.50		\$305.00
Private marquee >100m <sup>2</sup> (with inspection)	\$45.50		\$305.00
<b>Sheds / Garages / Conservatories etc.</b>			
Swimming pool 1200mm above ground and pool fencing	NA		\$125.00
In-ground swimming pools (includes fence)	\$45.50		\$500.00
Garden sheds/retaining walls/carports/conservatories/other minor works	\$45.50		\$585.00
Minor farm buildings (hayshed covered yards 1-6 bays, etc.)	\$90.50		\$810.00
Larger farm buildings (covered yards, wool sheds) – no plumbing or drainage	\$90.50		\$1,055.00
Larger farm buildings (covered yards, wool sheds) – with plumbing or drainage			\$1,450.00

Proprietary garages standard	\$90.50		\$852.00
Proprietary garages with fire wall	\$90.50		\$820.00
Proprietary garages with plumbing and drainage	\$90.50		\$1,050.00
Proprietary garages including sleepout no plumbing or drainage	\$90.50		\$830.00
Proprietary garages including sleepout with plumbing or drainage	\$90.50		\$1,370.00
<b>Classification</b>	<b>PIM only fee 2021/22</b>	<b>When included with other work (excl. BRANZ and MBIE levies) 2021/22</b>	<b>Total stand-alone fee (excl. BRANZ and MBIE levies) 2021/22</b>
Garages custom design including plumbing and drainage	\$90.50	\$212.00	\$1,563.00
Garages, simple custom design, single level	\$90.50		\$890.00
Residential re-pile	\$45.50		\$585.00
Residential demolition	\$45.50		\$245.00
<b>Residential Dwellings – New</b> (note: double units charged at single unit rate + 50%)			
Single Storey value <\$500k	\$361.00		\$4,740.00
Complex -Single Storey value >\$500k and Multi storey	\$542.00		\$5,800.00
Transportable dwelling (yard built)	\$90.50		\$2,900.00
Relocated residential dwelling ( <i>if applicable, add alteration fee</i> )	\$451.50		\$1,694.00
<b>Residential Dwellings—Additions and Alterations</b>			
Alterations (minor) <i>up to 3 inspections plus processing time</i>	\$45.50		\$1,062.00
Alterations (major) <i>up to 8 inspections plus processing time</i>	\$90.50		\$3,000.00
Plumbing and drainage		\$212.00	\$1,108.00
<b>Commercial / Industrial</b>			
Commercial demolition	\$45.50		\$585.00
Single storey shop fitouts	\$90.50		\$1,204.00
Multi-storey shop fitouts	\$90.50		\$1,503.00

Single storey, multi-unit apartments/motels	\$587.00		\$2,203.00 plus \$425.00 per unit
Multi-storey, multi-unit apartments/motels	\$813.00		\$2,576.00 plus \$708.00 per unit
Minor commercial work e.g. signs/shop fronts/minor fitouts (no plumbing or drainage)	\$248.50		\$765.00
Commercial/industrial ≤\$50,000.00	\$478.50		\$2,278.00
Commercial/industrial \$50,000.01–\$100,000.00	\$659.00		\$3,174.00
Commercial/industrial \$100,000.01–\$150,000.00	\$839.50		\$4,071.00
Commercial/industrial \$150,000.01–\$250,000.00	\$1,020.50		\$4,966.00
Commercial/industrial \$250,000.01–\$350,000.00	\$1,200.50		\$5,862.00
Commercial/industrial \$350,000.01–\$500,000.00	\$1,381.50		\$6,759.00
Commercial/industrial \$500,000.01–\$1,000,000.00	\$1,381.50		\$7,356.00

Classification	PIM only fee 2021/22	When included with other work (excl. BRANZ and MBIE levies) 2021/22	Total stand-alone fee (excl. BRANZ and MBIE levies) 2021/22
Commercial/industrial/agricultural >\$1,000,000.00	\$1,381.50		\$7,356.00 plus \$421.00 per \$100,000 value
<b>Other Charges</b>			
Processing hardcopy certificate applications			\$94.50
Pool inspections—initial inspection			Free
Pool inspections—re-inspection			\$151.00
BRANZ levy for work \$20,000 or more, a stand-alone fee of \$1.00 per \$1,000 for the total project value			\$1.00 per \$1,000
MBIE levy for work \$20,444 or more including GST, a stand-alone fee of \$1.75 per \$1,000 for the total project value			\$1.75 per \$1,000 (for work \$20,444 or more)
Structural engineering or fire engineering assessment/peer review (the building consent fee does not include the cost of any structural or fire engineers' assessments that may be required)			cost plus 10 per cent
Compliance schedule application (includes inspection and 12A and BWoF administration)			\$148.00 per hour
Inspection hourly rate			\$195.00 per hour
Certificate of acceptance—building consent fee for the applicable building plus actual costs, payable on issue of certificate			\$195.00 per hour for inspections plus applicable building consent fees
Reassessment fee (amended plans or specifications)			\$195.00 per hour
Certificate of title			\$25.00
Vehicle crossing bonds will be assessed for each application where required			\$500.00

Street, crossing, footpath, and berm damage bond for buildings moved to/from site			\$1,500.00
Property search fee (includes download, scanning documents, email, or writing to disc)			\$25.00 per file



### Schedule of Fees and Charges – Trade waste (all amounts exclude GST) Under Wairarapa Consolidated Bylaw 2019 – Part 9

Category	Description	2021/22 charges
Connection fee	Payable on application for connection to discharge	At cost
Compliance monitoring	The cost of sampling and analysis of trade waste discharge	At cost
Disconnection fee	Payable following a request for disconnection from sewage system	At cost
Trade waste application fee	Payable on application for a trade waste discharge	Small business (1-5 staff) \$152.00 Medium business (6-15 staff) \$288.00 Large business (16+ staff) \$560.00
Re-inspection fee	Payable for each re-inspection visit by the Waste Water Authority where a notice served under the bylaw has not been complied with by the trade waste discharger	\$85.00 per hour
Annual trade waste charges	<p>An annual management fee for a trade waste discharge to cover the Waste Water Authority's costs associated with for example:</p> <ul style="list-style-type: none"> <li>a) Administration</li> <li>b) General compliance monitoring</li> <li>c) General inspection of trade waste premises</li> <li>d) Use of the sewerage system</li> </ul> <p>The charge may vary depending on the trade waste sector or category of the discharger</p>	<p><b>Small</b></p> <p>Permitted \$190.00 per annum Conditional \$390.00 per annum</p> <p><b>Medium</b></p> <p>Permitted \$650.00 per annum Conditional \$1,050.00 per annum</p> <p><b>Large</b></p> <p>Permitted \$1,400.00 per annum</p> <p>Conditional \$2,000.00 per annum</p>
Rebates for trade premises within the District	Reduction in fees provided for in Section 150(2) of the Local Government Act. Section 150(4) states that the fees prescribed by the Council to recover more than the reasonable cost incurred by the Council for the matter for which the fee is charged. In no event shall the resultant charge be less than the Council's sewerage charge for the equivalent period	<p>Discretion of Council</p> <p>As calculated by Council</p>
New or additional trade premises	Pay the annual fees and a pro rata proportion of the various trade waste charges relative to flows and loads	As per charges outlined below

B1 Volume	Payment based on the volume discharged	\$0.60 per cubic metre
B3 Suspended solids	Payment based on the mass of suspended solids \$/kg	\$0.60 per kilogram
B4 Organic loading	Biochemical oxygen demand or chemical oxygen demand \$/kg	\$1.50 per kilogram
B5 Nitrogen	Payment based on the defined form(s) of nitrogen \$/kg	\$10.00 per kilogram
B6 Phosphorus	Payment based on the defined form(s) of phosphorus \$/kg	\$15.00 per kilogram
B7 Sodium	Payment based on the defined form(s) of sodium \$/kg	\$0.75 per kilogram
C1 Tankered waste	Set as a fee(s) per tanker load, or as a fee(s) per cubic metre, dependent on trade waste category	\$72.00 per cubic metre

**Schedule of Fees and Charges – Events Centre (all amounts include GST)**

Charges per day unless otherwise stated	Hurunui o Rangī meeting room	Maungaraki meeting room	Taratahi Auditorium	Te Mahau Foyer	Civic Plaza	Ron Wakelin Plunket Rooms	Diva rooms	Rangatahi Hub	Library
Commercial 8.30am-5.00pm Per day	\$240.00	\$240.00	\$500.00	\$160.00	\$160.00	\$160.00	\$160.00	\$240.00	\$160.00
Per hour	\$30.00	\$30.00	\$60.00	\$20.00	\$20.00	\$20.00	\$20.00	\$30.00	\$20.00
Community 8.30am-5.00pm Per day	\$120.00	\$120.00	\$250.00	\$80.00	\$80.00	\$80.00	\$80.00	\$120.00	\$80.00
Per hour	\$15.00	\$15.00	\$30.00	\$10.00	\$10.00	\$10.00	\$10.00	\$15.00	\$10.00
Commercial 5.00pm-midnight* Per day	\$240.00	\$240.00	\$500.00	\$160.00	\$160.00	\$160.00	\$160.00	\$240.00	\$160.00
Per hour	\$30.00	\$30.00	\$60.00	\$20.00	\$20.00	\$20.00	\$20.00	\$30.00	\$20.00
Community 5.00pm-midnight* Per day	\$120.00	\$120.00	\$250.00	\$80.00	\$80.00	\$80.00	\$80.00	\$120.00	\$80.00
Per hour	\$15.00	\$15.00	\$30.00	\$10.00	\$10.00	\$10.00	\$10.00	\$15.00	\$10.00
*Based on shared kitchen. If the kitchen is required to be used exclusively additional fee applies.									
Social event bond (commercial/community)	\$120.00	\$120.00	\$250.00	\$130.00				\$120.00	
After-hours functions – per staff member	\$25.00 per hour								
Bar manager	\$50.00 per hour								
Pack in or assistance to set up	\$25.00 per hour								

– per staff member									
Commercial Rates - Equipment									
Exclusive use of kitchen	\$100.00								
Pack in/rehearsal			\$100.00						
Tea and coffee facilities	\$2.50 per person								
Use of AV	Pricing confirmed upon application								
Wifi	\$10.00	\$10.00	\$10.00	\$10.00		\$10.00	\$10.00	\$10.00	
Lighting	Pricing confirmed upon application								
Sound system	Pricing confirmed upon application								
Staging set up – per hour			\$30.00						
Seating block – to erect and dismantle			\$1,500.00						
Electronic white board	No charge								
Flip chart	\$10.00								
Piano	No charge								
Easy lift scaffold			\$20.00						

Charges per day unless otherwise stated	Hurunui o Rangī meeting room	Maungaraki meeting room	Taratahi Auditorium	Te Mahau Foyer	Civic Plaza	Ron Wakelin Plunket Rooms	Diva rooms	Rangatahi Hub	Library
Round tables (seats 10 people) – per table			\$20.00						
Round tablecloths – each			\$10.00						
Social functions cleaning fee			\$250.00						
Community Rates - Equipment									
Exclusive use of kitchen	\$50.00								
Pack in/rehearsal			\$50.00						
Use of AV	Pricing confirmed upon application								
Wifi	\$10.00	\$10.00	\$10.00	\$10.00		\$10.00	\$10.00	\$10.00	
Lighting	Pricing confirmed upon application								
Sound system	Pricing confirmed upon application								
Staging set up – per hour				\$30.00					
Seating block – to erect and dismantle				\$1,100.00					
Electronic white board	No charge								
Flip chart	\$10.00								
Piano	No charge								
Easy lift scaffold	\$10.00								
*Chairs, trestle tables, and use of shared kitchen, and kitchen contents included in room hire fees.									

# Appendix C

## Infrastructure strategy 2021-51



## Purpose of this Infrastructure Strategy

Infrastructure accounts for over half of the Carterton District Council's (CDC) annual operating expenditure and over 80% of Council's capital expenditure. This infrastructure provides the foundations on which the Carterton district community is built. It is essential to the health, safety, and land transport needs of the district and has a significant impact on the physical environment.

Good quality local infrastructure facilitates social and economic wellbeing. It enables businesses and communities to flourish. Conversely, poor infrastructure will inhibit the economic performance of Carterton district. Getting infrastructure spending right is a pre-requisite to enhancing the quality of life and attracting people to live in the district.

This infrastructure strategy outlines:

- the key wastewater, water supply, stormwater and land transport infrastructural issues the Carterton district community must address over the next 30 years;
- the options under the most likely scenario for dealing with those issues;
- the cost and service delivery implications for residents and businesses of those options; and
- The Council's current preferred scenario for infrastructure provision.

This strategy will help the Council to make informed decisions to deal with the major decisions and investment opportunities that will occur over the next 30 years.

## Background

### Legislative Context

Section 101B of the Local Government Act 2002 requires all local authorities to prepare and adopt an infrastructure strategy covering a period of at least 30 years, as part of its Ten Year Plan. The statutory purpose of an infrastructure strategy is to identify significant infrastructure issues for the Council over the 30-year period covered by the strategy, and to identify the principal options for managing those issues.

This strategy addresses the above purpose by outlining how CDC intends to manage its water supply, wastewater, stormwater, and roads and footpath infrastructure assets. Inclusion of these asset types in the strategy is mandatory. Other asset types (eg parks, buildings, etc.) may be included, at the discretion of CDC, but are of a relatively minor scale and value and do not form part of this Infrastructure Strategy.

The strategy is consistent with and represents a culmination of the strategies underpinning CDC's corresponding activity management plans (AMPs). The AMPs are key supporting information for the Infrastructure Strategy.

The Infrastructure Strategy will be reviewed on a three-yearly basis in line with, and as an important component of, Council's 3-yearly review of its Ten Year Plan.

## Historical Context – Formation of Carterton District Council

Carterton District Council was formed in April 1989 from a voluntary amalgamation of the former Carterton Borough and South Wairarapa County Councils. The Borough Council had been in existence since 1887 while the County Council's origins go back to earlier roads boards in the 1850s.

## Geographical Context

Carterton district encompasses predominantly rural land on the eastern side of the lower North Island. The western boundary is the Tararua Ranges with the eastern boundary being the Pacific Ocean. The District is adjacent to Masterton District to the north, and South Wairarapa District to the south. Kāpiti Coast District adjoins its western boundary though buffered by parcels of Department of Conservation land.

**FIGURE 1: CARTERTON DISTRICT BOUNDARIES**



The usually resident population of Carterton district was 9198 in the 2018 census (up 11.6% from 2013). The administrative and main trading centre is Carterton Township, with over half (at 63% or 5,640 in 2018 census) of the district's usually resident population is residing in the town.



There are other, smaller, rural settlements located within the district including Gladstone, Flat Point and Clareville.

The predominant land use in the district is pastoral agriculture, principally beef and sheep and dairy farming, with a significant amount of forestry in the eastern hill country. The main employment sectors are agriculture, forestry, and fishing, with all of these sectors highly dependent on CDC's roading infrastructure for transport connections. Areas of viticulture and winemaking exist in the Gladstone area.

A moderate scale industrial precinct is located at the northern end of the district (Waingawa) with water and wastewater infrastructure connected to Masterton District Council's networks because of their proximity location. Masterton District Council provides, by agreement, potable water and treats and disposes of the wastewater and trade waste.

A large and expanding bacon and ham food processing factory is located within Carterton with water supply mostly sourced from its own bore but is totally reliant on CDC infrastructure for wastewater treatment and disposal.

## Approach to Managing Infrastructural Assets

CDC's approach to managing its infrastructure assets involves optimisation of the whole of life costs of its infrastructure. There are three key components of that: operating and maintenance costs, renewal costs and development activities. The three are interrelated, with the timing of renewals or new capital development impacting on annual maintenance costs.

The strategy outlines how CDC intends to manage its three-waters and roading infrastructure assets, taking into account the need to:

- maintain, renew or replace existing assets
- respond to growth or decline in the demand for services reliant on those assets
- allow for any planned changes to levels of service provided through those assets
- maintain or improve public health and environmental outcomes or mitigate adverse effects on them
- provide for the resilience of infrastructural assets by identifying and managing risks relating to natural hazards and by making appropriate financial provision for those risks.

## Operations and Maintenance

Operational activity is work or expenditure which has no direct effect on asset condition but which is necessary to keep the asset functioning, such as the provision of staff, inspections, consumable materials (chemicals etc.), resource consent applications and compliance, monitoring, and investigations.

Maintenance can be defined as the activities that preserve an asset in a condition which allows it to perform its required function. Maintenance comprises regular servicing and immediate repairs

necessary to keep the asset operational. The ongoing efficiency of routine maintenance is critical to achieve optimum asset life cycle costs that best suit the desired levels of service.

Maintenance falls into two categories, planned and reactive, each having quite different triggering mechanisms but similar objectives.

Planned maintenance comprises routine servicing of assets to maintain day to day functionality. It often entails scheduled servicing of key asset components on a rotational or seasonal basis – eg servicing of pumps, flushing of mains, mowing of roadside vegetation, etc.

Reactive maintenance entails responses to unplanned asset failure such as burst water mains, roadside slips, sewer overflows, etc.

The strategy is to maintain levels of service through timely and effective maintenance interventions until the age or condition of the asset makes it uneconomic to continue to maintain. Within this, striking a balance between the frequency of planned maintenance and the incidence of reactive maintenance, is key.

## Renewal or Replacement

Asset renewal or replacement does not increase the assets' original design capacity but restores, rehabilitates, replaces or renews an existing asset to extend its economic life and/or restore the asset to its original service potential. It is a key driver of CDC's infrastructure strategy because of the age profile and condition of some of the assets, and the need to develop a replacement strategy which is both affordable and sustainable.

CDC's renewal strategy is, in general, to rehabilitate or replace assets when justified by:

Asset performance: renewal of an asset where it fails to meet the required level of service due to deterioration of asset condition. Non-performing assets are identified by the monitoring of asset condition, reliability, capacity, and efficiency during planned maintenance inspections and operational activity. Indicators of non-performing assets include:

- structural failure
- repeated asset failure (blockages, mains failure, pavement failure, etc),
- effectiveness of water or wastewater treatment.

Economics: Renewals are programmed with the objective of achieving:

- the lowest life-cycle cost for the asset (the point at which it is uneconomic to continue repairing the asset), and
- a sustainable long term cash flow by smoothing spikes and troughs in renewals programmes based on the estimated economic lives of asset groups, and
- efficiencies, by co-ordinating renewal works with capacity upgrade work or other planned works in the area.

Risk: The risk of failure and associated financial and social impact justifies action (eg probable extent of property damage, safety risk).

Renewal works are assessed and prioritised in accordance with the following priority ranking table, the cost/benefit ratio of each project, Council's objectives and strategies, and available funds.

**TABLE 1: RENEWALS STRATEGY**

Priority	Renewal criteria
1 (High)	<p>Asset failure is imminent or has occurred and renewal is the most cost effective option</p> <p>The asset is a critical asset and asset failure is likely to have major impact on the environment, public safety or property</p> <p>Condition and performance ratings of asset is 4 - 5 (poor or very poor)</p> <p>Asset performance is non-compliant with resource consent requirements</p>
2	<p>Asset failure is imminent, but failure is likely to have only a moderate impact on the environment, public safety or property.</p> <p>Asset failure is imminent and proactive renovation is justified economically</p> <p>The asset is vulnerable to natural hazards and optimised renewal will improve resilience</p> <p>Condition and performance ratings of asset is 4 - 5 (poor or very poor)</p> <p>System upgrading scheduled within five financial years as asset is nearing end of economic life.</p> <p>Asset renewal is justified on the basis of benefit cost ratio and deferment would result in significant additional costs</p> <p>The asset has a high criticality rating</p>
3	<p>Asset failure is imminent, but failure is likely to have a minor impact on the environment, public safety or property</p> <p>Condition and performance ratings of asset is 3 (moderate/average)</p> <p>Asset renewal is justified on the basis of life cycle costs, but deferment would result in minimal additional cost</p> <p>The asset has a medium criticality rating</p>
4	<p>Existing assets have a low level of flexibility and efficiency compared with replacement alternative</p> <p>Condition and performance ratings of asset is 1 - 2 (good to excellent)</p> <p>The asset has a low criticality rating</p>
5 (Low)	<p>Existing asset materials or types are such that known problems will develop in time.</p> <p>Condition and performance ratings of asset is 1 (excellent)</p>

## Capital Improvements – Planning for the Future

Growth and demand are the main drivers of new capital development, and include:

- population increase and demographics
- changes to and the incidence of new land use activities
- more stringent regulatory standards and demand for higher levels of service (eg resource consents)
- community expectations and demand for additional services.

Mitigating the effects of demand can be achieved through demand management strategies, particularly in respect of the 3-waters. CDC's capital development strategy entails maximising the use of existing asset capacity as the first priority over investment in new infrastructure.

Further consideration of each component of the strategy relative to each of the four infrastructure asset groups is provided in Section 0.

## Historical Expenditure

Whilst operating expenditure (Opex) has trended upwards in line with inflation and increased loan servicing costs, capital expenditure (Capex) tends to be more 'lumpy' due to the specific nature of capital projects (renewals and improvements), as illustrated in Table 2: Historical operating and capital expenditure 2014-20 below.

**TABLE 2: HISTORICAL OPERATING AND CAPITAL EXPENDITURE 2014-2020**

ACTIVITY	2014	2015	2016	2017	2018	2019	2020
Wastewater Opex	1,232,833	1,421,826	1,841,568	1,600,437	1,628,323	1,940,030	2,367,248
Wastewater Capex	657,907	1,609,015	856,935	783,163	645,553	2,921,885	3,279,153
Water Supply Opex	1,676,864	1,676,864	1,773,632	2,055,560	2,132,792	2,474,912	2,398,093
Water Supply Capex	613,865	93,911	106,126	397,612	704,002	148,621	873,468
Stormwater Opex	175,722	173,338	165,699	185,585	227,313	244,017	261,793
Stormwater Capex	712	28,123	26,786	559	300	0	159,479.03
Roading opex	3,229,949	3,429,985	3,156,942	3,357,647	3,517,416	3,537,160	4,151,159
Roading capex	1,908,043	1,701,863	1,729,596	1,572,402	2,055,437	1,886,470	1,810,036

## Demographic Factors

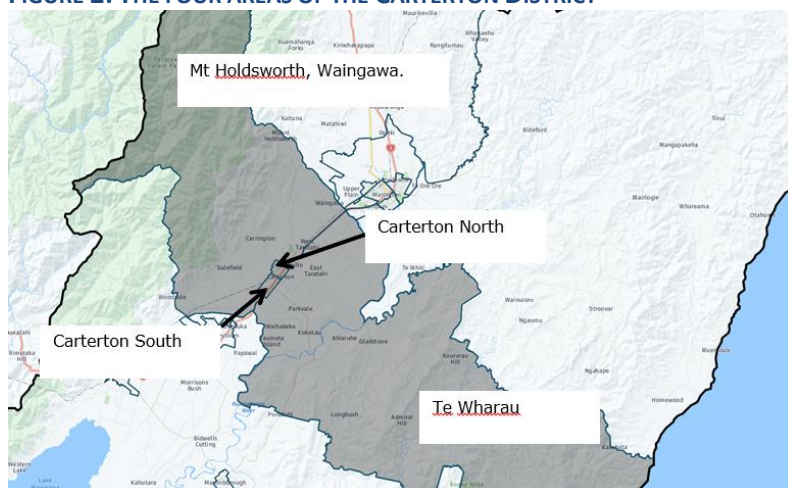
### Population and households

Data for the current AMP's is built on the Wairarapa Population Projections – June 2020 report from Infometrics Limited and are waiting on the 2018 census data release for further confirmation of the projections.

Population growth in Carterton District has been strong over the past decade, aided by significant net migration flows in the past five years. Carterton District's current estimated population is 9,690. In Carterton District, growth is more evenly distributed across urban and rural areas, reflecting the historic propensity for rural lifestyle developments in the district and by 2051 the projected population will be approximately 13,098. Growth is expected to slow however in the next term with international net migration falling away due to COVID-19.

The Carterton district population was distributed across four area units (see Figure 2 below) for the population projection, Carterton North, Carterton South, Te Wharau and Mt Holdsworth Waingawa.

**FIGURE 2: THE FOUR AREAS OF THE CARTERTON DISTRICT**



Total district current and projected population, projected number of households and average size of those households is shown below with the individual areas displayed below.

FIGURE 3: CARTERTON DISTRICT FORECAST POPULATION COMPONENT CHANGE

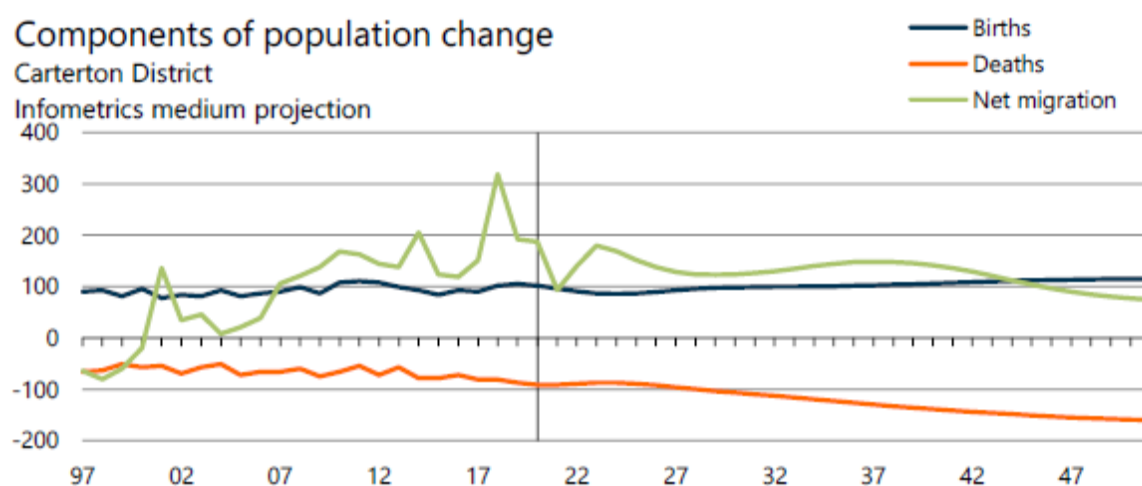


FIGURE 4: CARTERTON DISTRICT FORECAST POPULATION AGE CHANGE

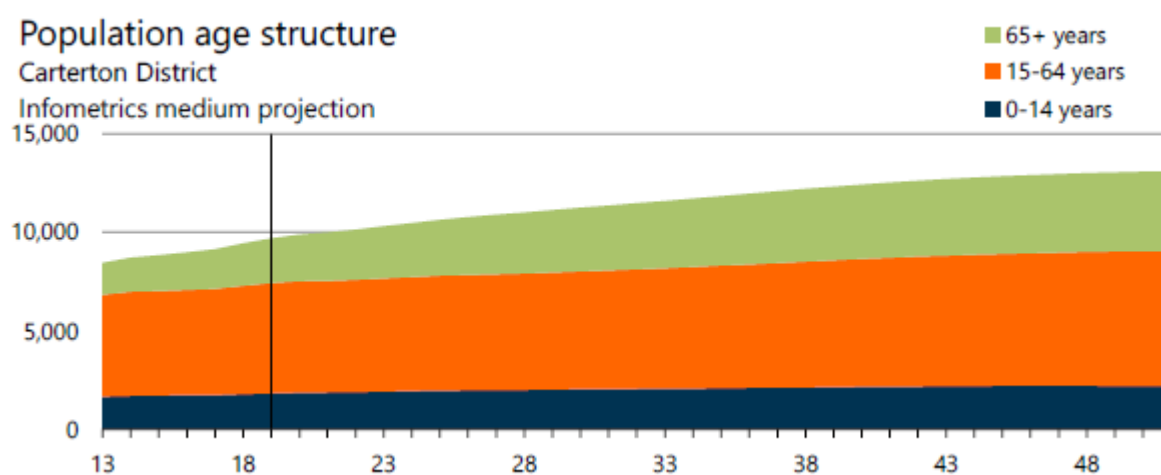


FIGURE 5: CARTERTON DISTRICT FORECAST POPULATION BY SUB DISTRICT

### Carterton District Sub-District Population

Infometrics medium projection

Statistical Area 2	2019	2051	Change 2019-2051
Kokotau	1,305	2,283	978
Carterton North	2,669	3,494	825
Carterton South	2,939	3,619	680
Mount Holdsworth	1,854	2,332	478
Gladstone	923	1,369	446
<b>Carterton District Total</b>	<b>9,690</b>	<b>13,098</b>	<b>3,408</b>

## Growth Projections

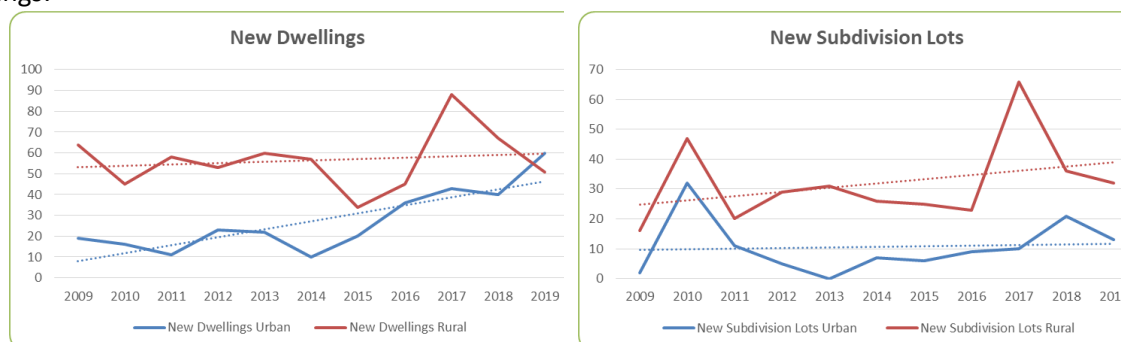
The Council has recently completed consultation for an urban growth strategy directing future urban development to be out to the east of the current CBD. A more detailed Urban Growth Plan for that area is currently being developed detailing infrastructure services required to support growth. Changes to the operative Combined Wairarapa District Plan may follow the urban growth plan and strategy.

Water for the Waingawa area is supplied via the Masterton Districts reticulated network from a metered trunk connection at the Waingawa Bridge. Reticulation from that point of supply at the Bridge then comes under Carterton's ownership of the Waingawa water reticulation assets and those assets are listed within this asset management plan.

The proposal shown in the draft Urban Growth Strategy has signalled an intention to provide a serviced area north of Hilton Road within the Rutland Road, Richmond road area. The draft plan to date has provision for approximately 530 lots.

Although at the early stages of development any re-zoning would require planning of how infrastructural services will be rolled out.

An indicator of future population growth trends can be drawn from the incidence of new lots and dwellings:



**FIGURE 6: NEW LOTS AND DWELLINGS 2009 - 2019<sup>33</sup>**

On average, 42 new lots per year were created over the 2009-2019 period, with 25% urban and 75% rural. An average of 84 new dwellings were consented over the same period with a split of 33% urban and 67% rural. Trend lines show an increasing number of urban dwellings being consented over the period sampled.

Plan. The current remaining areas for the residential zone and low density area are outlined in Figure 3 below.

**TABLE 3: CARTERTON RESIDENTIAL ZONE – REMAINING CAPACITY**

Zone	Total Land Area of Zone (ha)	Current Remaining Capacity (ha)	Additional Housing Capacity Available
Residential	289.7	40.23	790

<sup>33</sup> From Council consent records

Low Density	219.1	38.2	164
Total Residential Zone	508.8	78.43	980

Carterton Township will need to accommodate approximately 1,124 additional houses by 2048, assuming the above growth projection. Boffa Miskell has identified that approximately 180 new houses can be accommodated in the current zoned areas for Carterton, and based on the minimum lot size of 400m<sup>2</sup> plus an additional 30% allowance for roads and reserves, an additional 800 houses could be accommodated within the existing zoned land. That would leave a deficit of approximately 7.5 ha (equivalent to 144 houses), as summarised in Table 4 below.

**TABLE 4: CARTERTON TOWNSHIP RESIDENTIAL LAND CAPACITY BY 2048**

Zone	Remaining Residential Land Area 2013 (ha)	Additional Housing Required	Land Required for Additional Housing (ha)	Land Capacity Available by 2048 (ha)
Residential	41.6	944	49.1	-7.5
Low Density	51.5	180	51.5	0
Total Residential Zones	93.1	1124	100.6	-7.5

At the rate of 50 new urban houses per year, the remaining residential zoned land in Carterton could be fully subscribed by about 2044, ie in 26 years' time. Beyond that, CDC will need to plan for future residential development outside the current zoning, together with the provision of infrastructure to support that development.

CDC's draft Urban Growth Strategy identifies proposed, supplementary residential areas to the west and east of the current residential zone to accommodate future growth. In both cases, provision will need to be made for extension of the CDC's network infrastructure to service these areas. In summary, the above demographic trends indicate that there will be a medium increase in residential demand for urban water, wastewater and stormwater infrastructure at Carterton. For the past few years, Council has been working on improving the condition of its core infrastructure assets, particularly the water supply and wastewater activity areas, in order to support public health outcomes and to meet its resource consent requirements. The demographic growth trend supports an approach involving maintenance, renewal and capital improvements to the existing infrastructure to maintain current levels of service, alongside moderate increase in new capacity for water and wastewater treatment and storage.

The water, wastewater, and stormwater infrastructure in particular is principally designed for residential use in the urban area, with industrial access to these services secondary and dependent on availability of capacity within current consent limitations, and appropriate on-site pre-treatment. Similarly, any additional reticulation capacity required within the respective pipe networks would need to be funded by developers.

## Regional Spatial Planning



The Wellington Regional Growth Framework (see <https://wrgf.co.nz/wp-content/uploads/2020/10/1246-GWRC-Draft-Framework-Report-SEPT-2020-14.pdf>) is a 30-year spatial plan for the Wellington-Wairarapa-Horowhenua region.

It takes into account work already underway by Carterton District Council (through our Eastern Growth Plan and District Plan review process) and by other councils in the region. The Framework has been developed to deliver on the Urban Growth Agenda objectives of the Government, which includes improving environmental, employment, transport, and housing outcomes for communities. Similar objectives and challenges exist at both a local level (through Council and at a regional level through the Wellington Regional Growth Framework).

The Framework takes account of the requirements of the National Policy Statement on Urban Development. In future it will also need to consider government policy work such as the Resource Management Act reform and the three waters review. The Framework provides for a scenario of accommodating an additional 200,000 people and 100,000 jobs over the 30-year period, of which Carterton District's population is a subset.

The Framework outlines how the region can accommodate additional people and jobs and meet the Framework's objectives, which requires the region to:

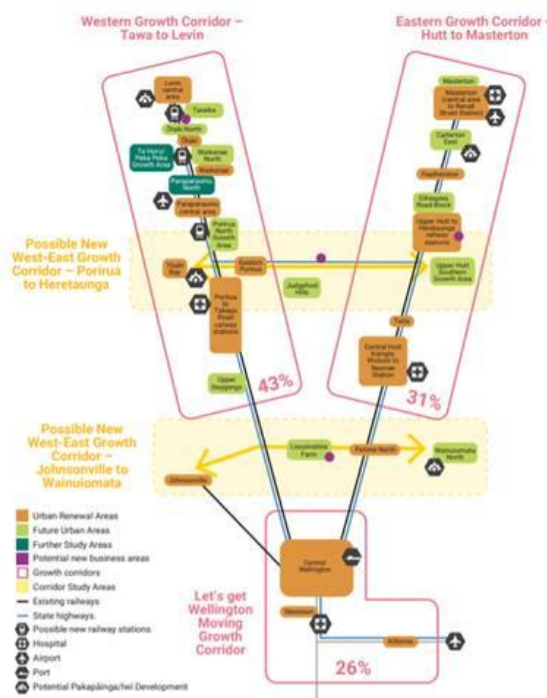
- Enable more housing development around transport nodes (i.e. train station) and support transformational change in key locations across the region - where there is good access to public transport that supports mode-shift.
- Develop more well located greenfield<sup>34</sup> housing development, ensure that where appropriate it is higher density than most current greenfield (i.e. in the metro part of the region townhouses and apartments and in Carterton smaller property sizes), and that is it connected to public transport and/or walkable to schools, work and shopping.
- Increase housing capacity in the region's major centres by expanding the housing footprint and permitting higher densities than are currently enabled in many places.
- Investigate improved multi-modal west-east connections across the region that benefit the region's economy and accessibility and include urban development along these corridors.

Proposed regional spatial changes are outlined in the diagrams below and will be incorporated into Council's Proposed District Plan through the current review process.

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<sup>34</sup> Greenfield land is undeveloped land in a city or rural area either used for agriculture or landscape design or left to evolve naturally. Rather than building upon greenfield land, a developer may choose to redevelop brownfield, which have been developed but left abandoned or underused. Source Wikipedia.

## The spatial representation of growth



The Framework was endorsed by Carterton District Council in October 2020. It signals a number of potentially significant infrastructure issues for councils and central government over the 30-year period. The Framework includes the following key initiatives that will impact on future infrastructure requirements:

- Develop a regional approach to climate change impacts including coastal protection, longer term development areas and areas to stop developing. This will include a programme to consider management of three waters, rail and road assets at risk and how to protect taonga
- Develop a 50- to 100-year regional three waters strategy to support anticipated growth, including upgrades to infrastructure (including bulk infrastructure) that supports growth in key development areas and improves environmental outcomes. This has already been taken into account in the Council's water infrastructure projects
- Increase rapid transit rail/bus network accessibility, capacity and frequency including inter-regional connectivity to address over-crowding, provide for future growth and enable higher service frequencies including inter-regional connectivity
- Significantly improve multi-modal connections to rapid transit stops as part of master planning and delivery of higher density urban development in major centres and at transport nodes.
- Establish a connected regional cycling network by eliminating pinch points on the network and delivering transformational projects to improve access.

## Climate

Climate change projections<sup>35</sup> for Wairarapa are there will be significant impacts to the Wellington Region by 2090 if global emissions are not significantly reduced. They include:

- warmer temperatures (+3<sup>0</sup> C)
- significant increase in the number of hot days (>25<sup>0</sup> C) from 24 days now to 94 days
- frosts in the high elevations of the Tararua Ranges are likely to disappear
- spring rainfall will reduce by up to 10% on eastern areas
- the risk of drought will increase in Wairarapa
- more extreme rainfall events.

These impacts will require Council to consider the capacity and resilience of Carterton's water supply, stormwater drainage and wastewater systems.

More frequent droughts may affect the security of the Carterton water supply. Currently the supply relies on adequate water flows from the Kaipaitangata River and Lincoln Road well-field to maintain a supply throughout the year and has limited storage capacity for a sustained drought. The impact of that is further considered under chapter 5.3.

Conversely, more frequent, high intensity rainfall will challenge the existing capacity of the urban stormwater drainage network and downstream drainage channels. Similarly, increased inflow and infiltration to the sewerage network is likely to be a consequence of higher rainfall events.

Equally, the roading network can be expected to be exposed to harsher environmental conditions, impacting on roadside bank stability and drainage.

## Risks and Resilience of Infrastructure

The main risks to CDC's infrastructure from natural hazards are major earthquakes, droughts, and flooding. Climate change variability in rainfall patterns and hence groundwater and surface flows, is a potential risk for all water utilities and associated changes to environmental effects. Parts of Carterton district are built on old flood plains that could be subject to liquefaction in a major earthquake. Part of the Council's reticulation renewals programme will involve using different construction methods and materials to provide greater earthquake resilience in pipelines. Council does not consider this risk is so great that it should bring forward its renewals programme. Instead it will address resilience at the time pipes are replaced.

Previous risk mitigation measures include the installation of baffles and seismic valves for the town water reservoirs to reduce water "surge" during a major seismic event and retain water in the reservoirs following an event. Bore-field development to provide an auxiliary supply in the event of drought or trunk main failure from the Kaipaitangata supply, and incorporation of seismic design in the construction of all pipework crossing bridge structures and known quake zones.

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<sup>35</sup> Greater Wellington Regional Council's Climate Change Report (June 2017)

Risk mitigation and resilience measures are incorporated in CDC's renewals strategy as a means of prioritising replacement work and include the replacement of brittle pipe materials with modern, flexible materials and jointing systems. The funding of these measures is built into forecast asset renewal and capital works programmes, with funding from depreciation reserves, contributions, or loans.

Additional assessment of the likelihood and consequence of the above risks, followed by intervention and mitigation strategies to improve resilience of CDC's critical assets, is an on-going process. This work has been developed and costed in CDC's asset management plans. Financial provision for any necessary risk mitigation measure identified has been included in the 2018 review of the Infrastructure Strategy.

Risk mitigation measures will be maintained, funded from forecast programmes, to ensure CDC's critical assets including bridges, treatment plants, storage reservoirs and trunk mains are designed and routinely inspected, assessed, and strengthened to improve resilience to natural hazards. Critical assets are defined as those that would have the greatest consequence in the event of failure.

Flood protection of the district is the responsibility of GWRC and is therefore not addressed in this strategy.



## Significant Infrastructure Issues for Carterton District

### General

This strategy relates to Carterton District Council's (CDC's) wastewater, water supply (including water races), stormwater drainage, and road and footpath infrastructure. The tables on the following pages summarise the significant infrastructure issues facing CDC, the proposed response to those issues, and the implications of taking or not taking the action proposed by the response. In many instances, the same principal response option is capable of addressing several infrastructure issues.

### Carterton District Wastewater Schemes

#### Wastewater assets

CDC owns and manages two community wastewater schemes in the district, one entire scheme in Carterton and the second partial scheme consists of just reticulation discharging into the Masterton scheme.

The reticulation pipe length is 66.1km and comprises of 44.9km of *mains* sewer pipe ranging in size from 50mm to 380mm diameter and 21.2km of wastewater *lateral connections* to the mains. 65% of the *mains* network is 150mm diameter, reflecting the relatively small catchment and gentle ground contours.

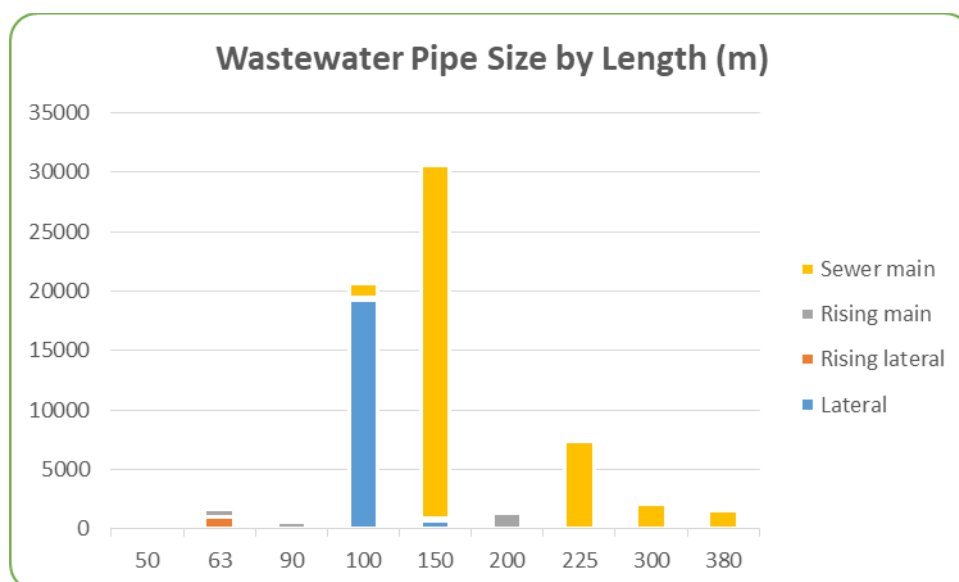
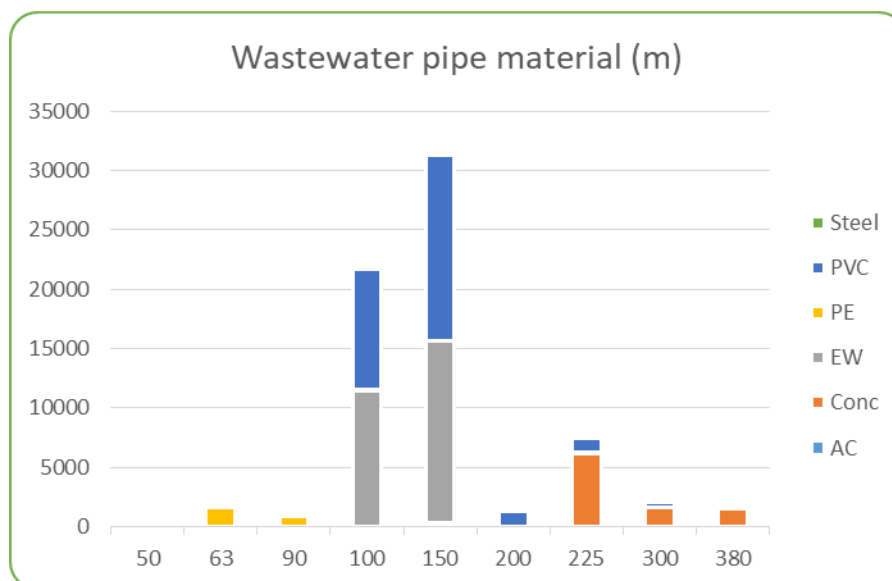


FIGURE 7 : WASTEWATER PIPE SIZE (ASSETFINDA DATA BASE)

Roughly half the pipe material used is comprised of asbestos cement and earthenware (40.9%). The bulk of the remainder material used for pipework is either PVC or PE (42%) and concrete (13.9%).

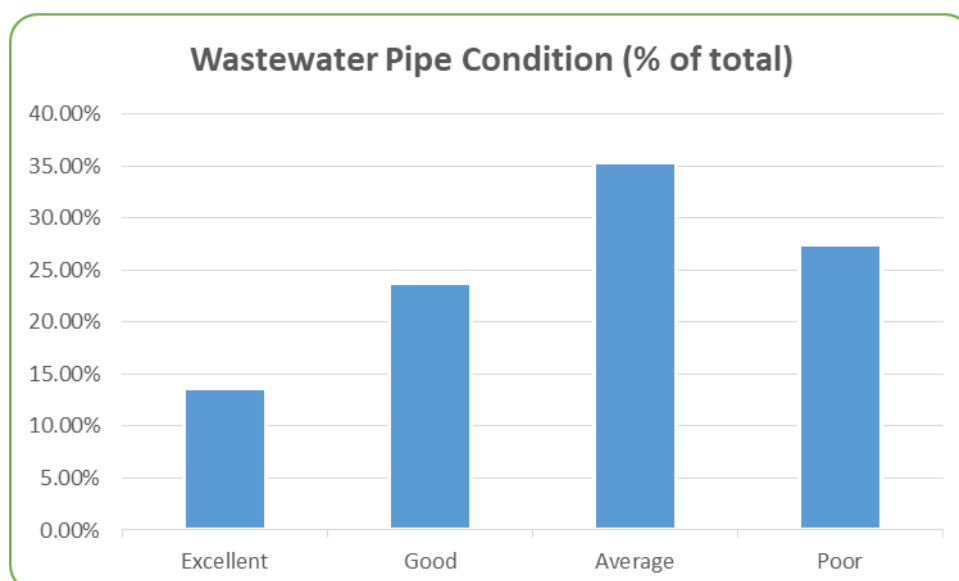


**FIGURE 8: WASTEWATER PIPE MATERIAL (ASSETFINDA DATA BASE)**

Earthenware, asbestos cement, and concrete pipe material types (54.9% of the total length) tend to be brittle and a large proportion is approaching the end of their useful lives—an important factor used when determining the wastewater renewals profile.

Pipe condition assessments are used to inform renewal planning, noting that the timing of pipe replacements is usually influenced by deterioration in serviceability of the network as distinct from structural capacity. Poor condition sewer pipes located above the groundwater table will continue to provide relatively high serviceability compared with the same condition pipes located below groundwater tables.

Pipe condition data shows that 72.5% of the wastewater network is in an excellent to average condition. 27.4% of pipes are rated as being in a poor condition, as illustrated below:

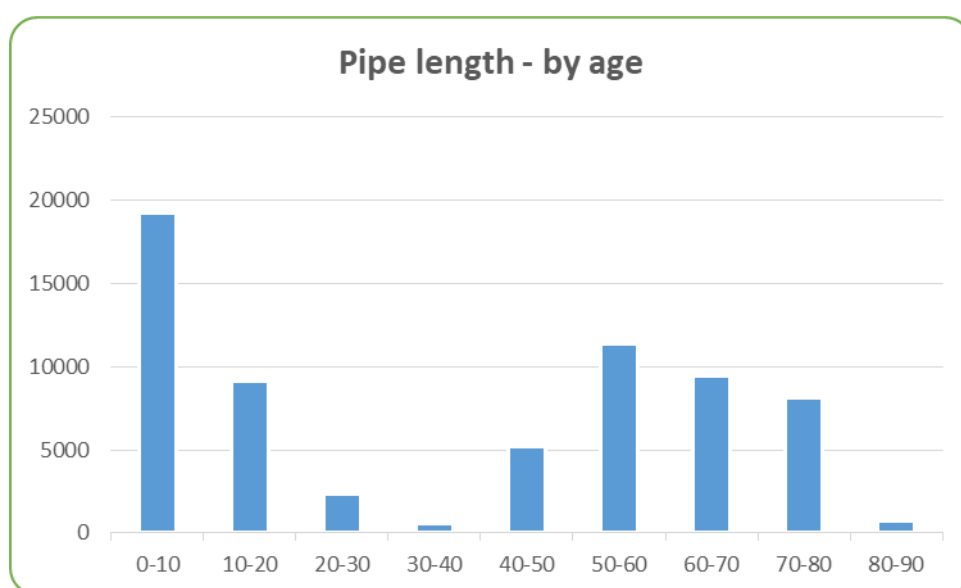


**FIGURE 9: WASTEWATER PIPE CONDITION (ASSETFINDA DATA BASE)**

It is noted that the predominantly earthenware wastewater mains servicing High Street North and South (approximately 1400 connected dwellings) is rated as being in poor condition and will need renewal in the near future. Both mains have been rated using CCTV and have been programed for renewal.

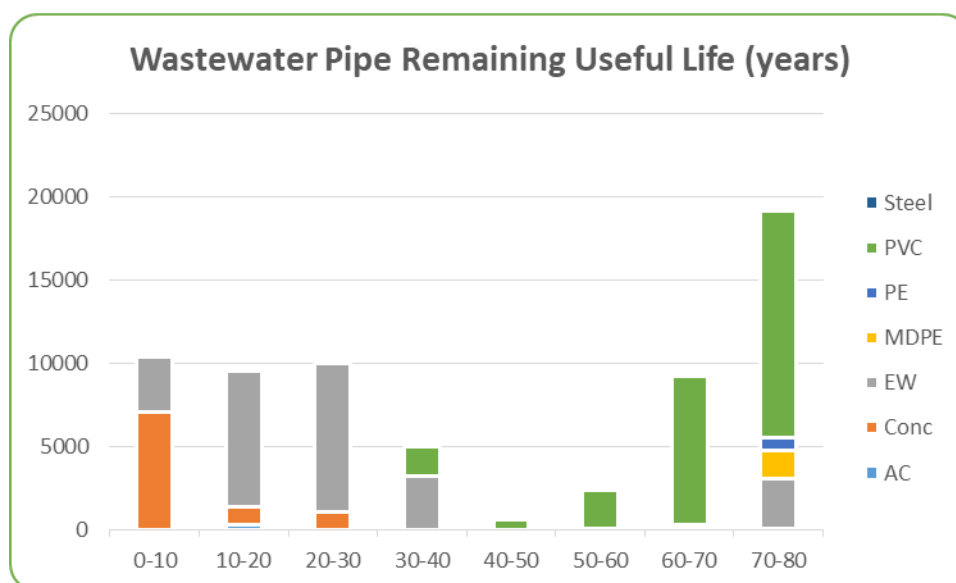
Figure 10 below shows wastewater pipe lengths and materials grouped by asset age. The majority of the total of 66.1km of the wastewater pipes are 50-80 years old approximately 29.6km. There is a small percentage of pipes in the reticulation network that are older than the generally expected lifespan of 80 years (761m), pipe age is however only an indicator for pipe longevity, with some pipes lasting longer or shorter than the nominal life. Pipe condition is monitored using CCTV and maintenance reports to assess the remaining useful life and amending replacement programming taking account of pipe serviceability factors.

Pipe condition does not always impact on a pipe assets serviceability.



**FIGURE 10: WASTEWATER PIPE AVERAGE AGE (ASSETFINDA DATA BASE)**

Converting pipe age, condition, and pipe history into a remaining useful life figure produces the following indicative profile:



**FIGURE 11: WASTEWATER REMAINING USEFUL LIFE (ASSETFINDA DATA BASE)**

CDC has established an annual replacement programme to address deterioration of its older wastewater infrastructure and to maintain current levels of service. A long-run programme has been developed to smooth the peaks and troughs of the indicative programme based on remaining useful life and historical demand.

In addition to the pipe reticulation, the Carterton wastewater infrastructure assets include 17 pump stations and a three stage wastewater treatment plant with tertiary effluent irrigated to a 65.6ha CDC owned property.

### Asset data confidence

Asset data confidence is reliable or highly reliable as summarised in Table 5. Part of CDC's asset management improvement programme involves the continued capture of asset condition data using CCTV pipe surveys and condition rating during repair work.

**TABLE 5: WASTEWATER ASSET DATA CONFIDENCE LEVELS**

Attribute	Very uncertain	Uncertain	Reliable	Highly reliable
Physical Parameters			X	
Asset Capacity			X	
Asset Condition			X	
Valuations				X
Historical Expenditures				X
Design Standards			X	

### Asset value

The wastewater infrastructure had an optimised depreciated replacement value in 2019<sup>36</sup> of \$7,849,765 as summarised in Table 6:

<sup>36</sup> CDC asset revaluations for the 3-waters infrastructure are completed every three years. The most recent valuation of the waters was in 2019.



**TABLE 6: WASTEWATER ASSET VALUATION SUMMARY 2019 (WSP OPUS)**

Asset Type	Optimised Replacement Cost	Optimised Depreciated Replacement Cost
Pipe Reticulation	\$10,677,021	\$4,429,884
Reticulation fittings	\$2,375,927	\$1,107,996
Pump Stations	\$678,953	\$386,256
Treatment Plant	\$3,433,988	\$1,390,724
Wastewater upgrade	\$1,765,184	\$534,905
<b>Total</b>	<b>\$18,931,073</b>	<b>\$7,849,765</b>

### Levels of service

The key levels of service to be met through the wastewater infrastructure are both customer based and technical, but are dominated by the latter—essentially, compliance with the operative resource consents for the discharge of treated effluent and associated activities. Customer levels of service relate to odour management, incidence of overflows, responsiveness to service requests etc.

New discharge consent applications and a notice of requirement for designation of the entire wastewater treatment and irrigation site were made in April 2017. The new consents were issued effective from 19 January 2018 for a period of 35 years, expiring 2053. (WAR160341)

### Wastewater Treatment Plant Upgrade

The Council has a long-term vision of ultimately removing the discharge of effluent to Mangatāre Stream all year round, except in exceptional circumstances. The Council is finalising the upgrade to its wastewater treatment systems to meet that vision with the expected completion of construction of the reservoirs in late 2021 and the pipework, and pumps by March 2022. The Council is entering into an agreement with GWRC to make use of the land area previously assigned for the pivot and therefore the second pivot is no longer required.

The scheme has been designed for a projected population of 8,500 by the end of the new 35-year consent period (ie by 2052). Critical to that will be careful management and control of trade waste discharges, in particular that from a major Carterton industry, being Premier Beehive NZ. Premier's current organic load is significant—equivalent to approximately 50% of the total load discharged to the WWTP.

The now formalised trade waste agreement between premier Beehive NZ and Carterton District Council is fundamental to managing trade waste discharges to the WWTP.

### Infrastructure management issues

Infrastructure management issues include:

**TABLE 7: SUMMARY OF ISSUES - CARTERTON WASTEWATER SCHEME**

Issue	Description	Options	Implications
Asset Renewal or Replacements	Infiltration rates entering pipe network.	<b>Preferred option</b> Proactive programme of condition assessment of entire	Assessment work to be continued with budgeted

Issue	Description	Options	Implications
		<p>pipe network, including visual inspection, CCTV, and recording findings during maintenance work.</p> <p>This will be used to identify priority repairs and renewals in line with the Pipe Repair Manual and following the optimised decision making process codified in NAMS.</p> <p>This will be followed by programmed repairs and renewals. There will also be ongoing reactive repairs and renewals.</p>	<p>capital expenditure amounts allocated in the long term plan for CCTV assessment over the long term plan of \$137,000 (21-31 LTP)</p> <p>Some mains renewals will incorporate assessment expenditures relating to those pipes when confirming the decision for renewals.</p> <p>Routine maintenance will also to provide condition data.</p> <p>Repairing or replacing pipes to stop infiltration will result in less wastewater needing to be treated and discharged from the wastewater treatment plant.</p> <p>A pipe replacement program is estimated for the following ten years at \$5,547,000 (LTP 21-31)</p> <p>Undertake wastewater hydraulic modelling \$73,000 (LTP 21-31)</p>
		<p><b>Other options</b></p> <p>Continue current approach of reactive renewals as issues arise.</p>	<p>Being unplanned and ad hoc is likely to be at a higher unit cost. Failures will be likely which will result in an unacceptable level of service, including increased wastewater requiring treatment.</p>
Response to Demand	<p>Future demand includes increased residential growth projection beyond capacity of current residential zoning. Projected population growth could see the current urban population in Carterton township increase by 605 over the 2018–48 planning period.</p>	<p><b>Preferred option</b></p> <p>Treatment plant and disposal capacity is being upgraded in line with current and projected demand.</p> <p>Application of trade waste by-law to provide mechanism for controlling trade waste discharges and recovering costs from industrial users proportional to volume and concentration of discharge. The by-law has been reviewed.</p> <p>Wastewater servicing planned to the east of Carterton township to accommodate projected residential growth in the north-east of town.</p>	<p>The forecast cost of treatment plant upgrades is approximately \$6,775,000 over the 30-year planning period. Loan servicing and associated operating costs have been provided for in the Ten Year Plan.</p> <p>An additional trunk main and new reticulation is proposed in the draft Urban Growth Strategy area at an estimate of \$2,430,000</p>
		<p><b>Other options</b></p> <p>There are no other viable options. "Do-nothing" is not a viable option as the current</p>	

Issue	Description	Options	Implications
		infrastructure would not meet future demand and would likely result in failures, loss of service levels and adverse impacts on the environment.	
Levels of Service (LoS)	LoS focus is on reliability of service, capacity, public health, and environmental protection.  There is potential for higher environmental standards in the next 30 years.	<b>Preferred option</b> Environmental protection will be enhanced through implementing the planned treatment and disposal upgrade in line with the new resource consents, which take into account the expected implications of the GWRC's proposed Natural Resources Plan.	Current levels of service, as improved through replacement and upgrades of main components of scheme, will be increased and then maintained through the period. This is part of the overall treatment plant upgrade project (see immediately above).
		<b>Other options</b> There are no other viable options. "Do-nothing" is not a viable option as the current infrastructure would not meet future demand and would likely result in failures which would adversely affect the environment and potentially on public health.	
Public Health and Environment	The operative resource consents provide the legal right to operate the Carterton sewage treatment plant and to ensure any adverse effects of the activity on the environment are avoided or mitigated. Operational practices mean there are no public health issues.	<b>Preferred option</b> Ongoing monitoring of the treatment plant to ensure it complies with the new discharge consent conditions. Any unanticipated requirements from the proposed Natural Resources Plan could be dealt with as part of this expansion.	The financial impacts of the recent and future treatment plant and effluent disposal upgrades are to be reviewed. An estimate to expand the land discharge was \$3,266,000. (Year 15 of the 30year IS plan)
		<b>Other options</b> Do not move towards total land discharge of treated wastewater	The expectation of the community is that the Council will ultimately remove all treated wastewater from natural waterways for environmental and cultural reasons. Monitoring the impacts of the upgraded treatment and disposal system currently being installed will confirm and quantify any impacts of the new discharge regime. The benefits and affordability of total land discharge will be tested prior to a final commitment to the preferred option.

Issue	Description	Options	Implications
Risk and Resilience	Gradual ground movement or more sudden and significant ground movement caused by a seismic event.	<b>Preferred option</b> Wastewater service continuity and environmental and public health is threatened by breakage or leaks. Network components will have specific vulnerability to risk according to materials. The design and materials used for renewals will take into account earthquake resilience. The planned 200,000m <sup>3</sup> effluent storage reservoirs will be designed to protect against potential liquefaction of the foundations or embankment failure due to a large seismic event.	Current risk mitigation measures will be maintained through the strategy period and no additional cost.  Condition assessment and subsequent rehabilitation/replacement programming, commencing with critical assets, will be given a high priority.
		<b>Other options</b> There are no other viable options.	
Risk and Resilience	Climate change is likely to cause increased intensity storm events, including flooding. Conversely, drought conditions are more likely and will cause low flows in the receiving waterways, limiting the opportunity to discharge treated wastewater.	<b>Preferred option</b> The additional 200,000m <sup>3</sup> storage capacity will act as a buffer in high rainfall events when the farm soil conditions prevent land discharge. Should that be inadequate, treated effluent can be discharged to the river, provided it is in high flow. Long periods of low flow in Mangatāre River will also be buffered by the storage capacity, along with the ability to irrigate.	If the reservoir capacity is inadequate, there is the potential to breach the land discharge consents and contaminate surrounding groundwater with untreated waste. The probability of this risk occurring is considered to be low within the term of this strategy but the potential consequences are high.
		<b>Other options</b> There is no viable alternative option.	

### Funding mechanism

The CDC wastewater scheme is funded using a combination of rates and user charges (trade waste charges). The rate component is split between a targeted rate (90%) and general rates (10%).

### Disposal of wastewater infrastructure

There are no disposal issues in respect of CDC's wastewater assets.

## Carterton District Water Supply Schemes

CDC owns and manages a water supply scheme for Carterton Township, and the Water reticulation for the Waingawa area. It also owns and manages two rural water race schemes – the Carrington and Taratahi water race schemes.

### Carterton water supply assets

The Carterton urban supply comprises a surface take at Kaipaitangata with a dam and two storage reservoirs totalling 1500 m<sup>3</sup> intake, which is supplemented by a four-bore well-field and 500 m<sup>3</sup> storage in Lincoln Road.

Only three of the bores are used for production, with one being disused since 2015 and a bore being unstable, producing high turbidity on start-up. This unstable bore is planned for remedial works in October 2020. The well-field details are summarised in Table 8 below:

**TABLE 8: CDC WELL FIELD DETAILS**

Bore No.	GWRC Category	Date drilled	Consent expiry	Depth to top of screen	Long Term Yield m <sup>3</sup> /d	Status
1	C	1991	2034	25.9	1382	Current production bore
2	B	1988	2034	14.0	1123	Disused
3	B	2005	2034	13.3	1382	Current production bore
4	C	2006	2034	26.0	518	Unstable – high turbidity on start-up
5	B	2020	2022	14.0	1300	Current production bore

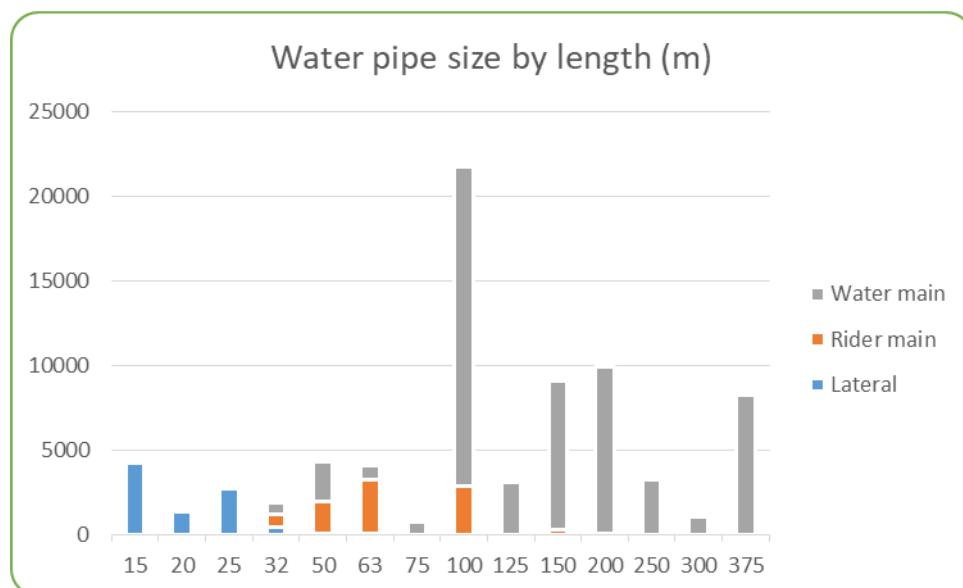
Water treatment involves pH adjustment, chlorine and UV disinfection at both sources, with filtration provided at the Kaipaitangata Stream source.

The water supply reticulation consists of approximately 75.8km of water mains including water laterals, of that length 8.2km of 375mm diameter is the trunk main from the Kaipaitangata supply.

**TABLE 9: WATER SUPPLY RETICULATION ASSETS**

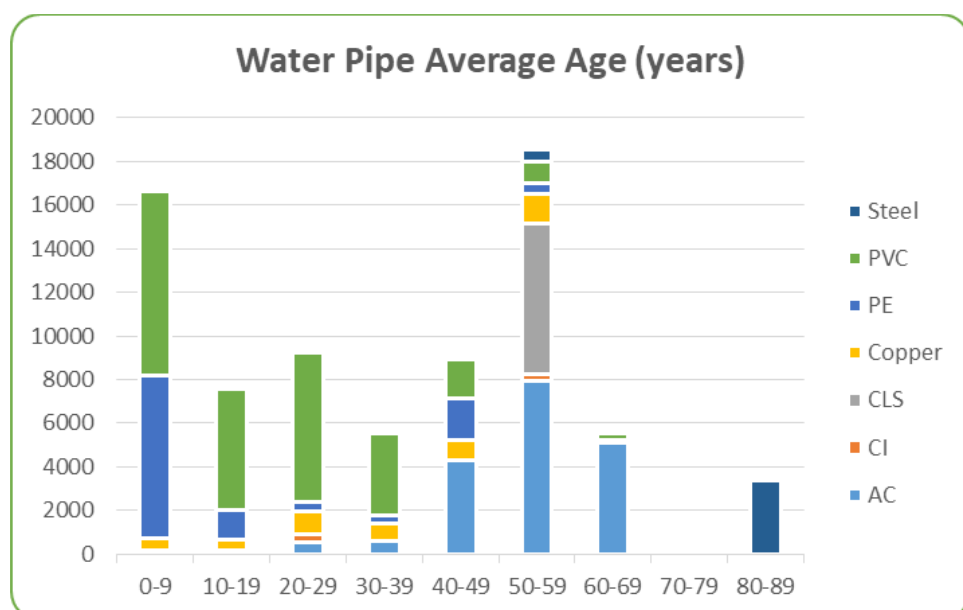
Asset type	Unit	Quantity	Comments
Pipes (including laterals)	km	75.811	Diameter from 15 – 375mm
Hydrants	No.	322	
Valves	No.	351	Includes 10 'air' relief valves
Tobies	No.	2,940	Metered water connections
Kaipaitangata storage 1	m <sup>3</sup>	1,000	Timber tank
Kaipaitangata storage 2	m <sup>3</sup>	500	Reinforced concrete tank
Lincoln Road borefield storage 1	m <sup>3</sup>	200	Timber tank
Lincoln Road borefield storage 2	m <sup>3</sup>	300	Timber tank

*Mains* and *lateral* pipe diameters range from 15mm to 375mm diameter, with the most common mains pipes comprising of 28.6% of a 100mm diameter and a further 25% of the overall length being split approximately evenly between 150mm and 200mm diameter pipes. Most lateral connections range from pipe sizes 15mm to 32mm being 13.7% of the overall pipe length.



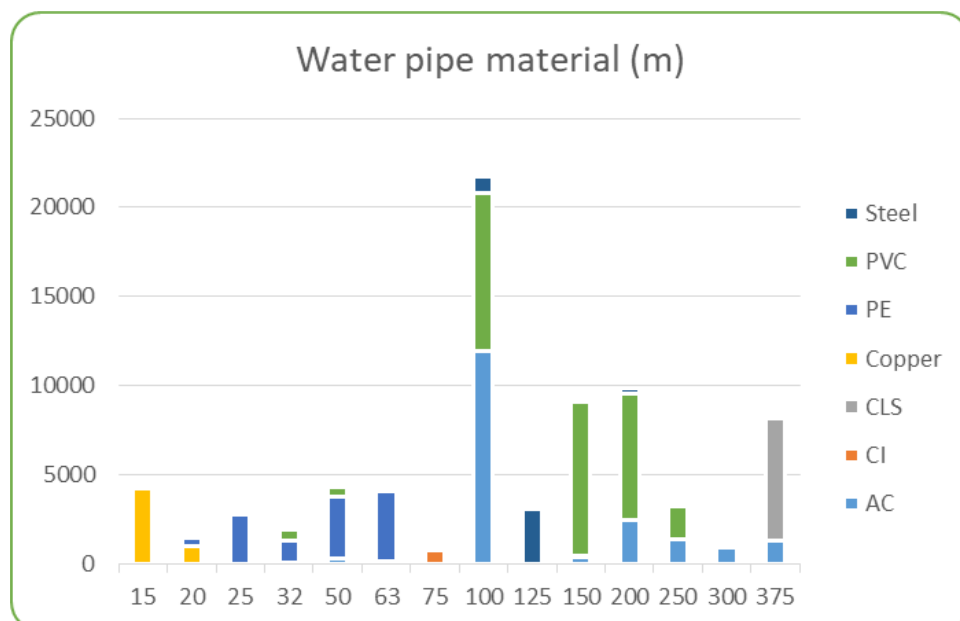
**FIGURE 12: WATER PIPE SIZE (ASSETFINDA DATA BASE)**

A proportion of the total length of pipe is nearing the end of its theoretical design life (70-80 years). Pipe age is, however, only an indicator of actual pipe longevity, with pipes lasting longer and shorter than the nominal design life. Pipe condition is monitored during maintenance activities to assess remaining useful life and replacement programming that will maintain the required levels of service.



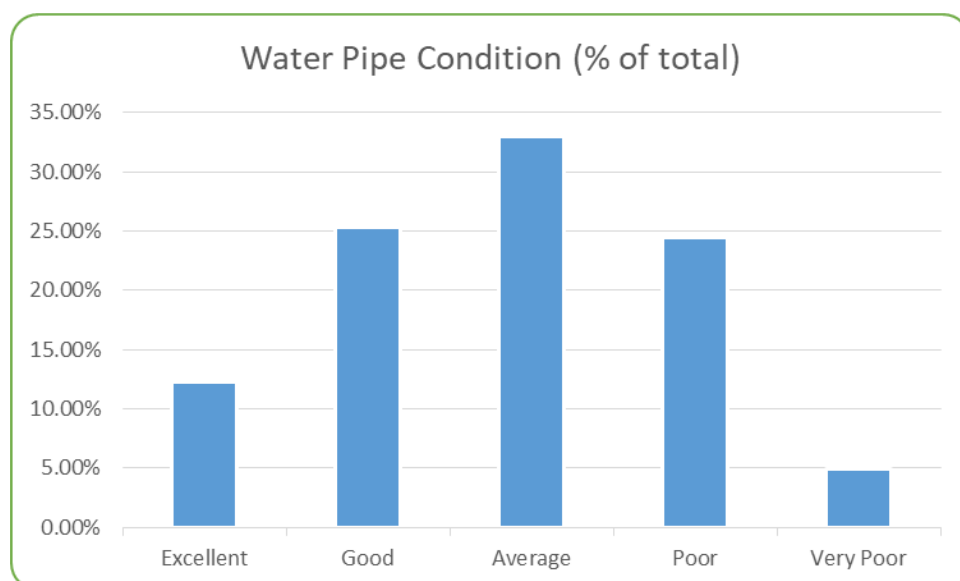
**FIGURE 13: WATER PIPE AVERAGE AGE (ASSETFINDA DATA BASE)**

40% of the reticulation is split between asbestos cement (30%) and PVC (32%) pipe material. The use of asbestos cement pipe over other materials was common place on New Zealand from 1950s through to the 1970s and is 18% of the reticulation materials used at Carterton.



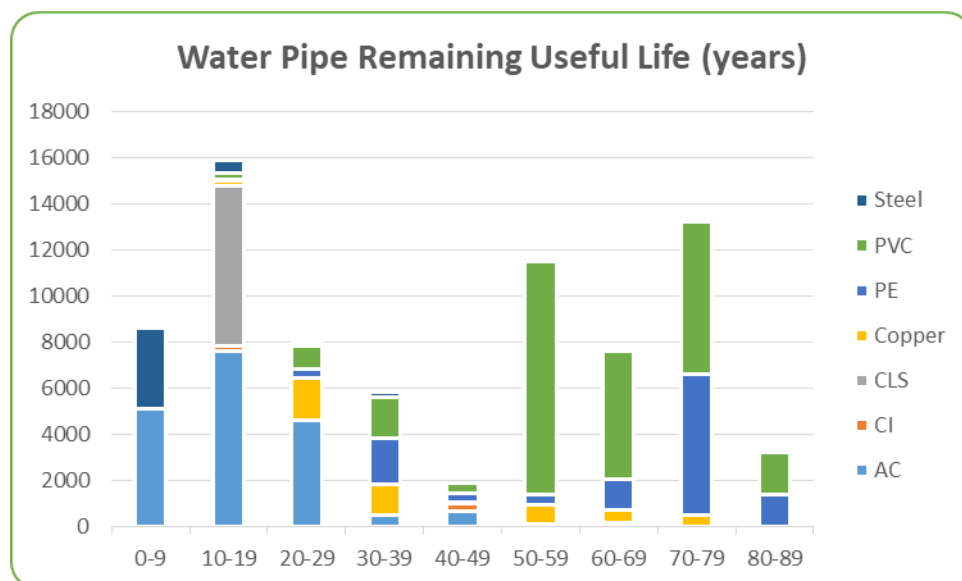
**FIGURE 14: WATER PIPE MATERIAL (ASSETFINDA DATA BASE)**

The condition assessment, shows 70.5% of the total pipe length is rated average to excellent, and 29.4% is rated poor to very poor.



**FIGURE 15: WATER PIPE CONDITION (ASSETFINDA DATA BASE)**

Pipe sections in the poor category are prioritised for replacement to ensure levels of service are maintained. The combination of material type, age, condition, and diameter produces the following remaining useful life profile. This influences the need for an affordable, long-run pipe renewal programme due to the congestion of pipe length with an estimated remaining life greater than 70-80 years



**FIGURE 16: WATER PIPE REMAINING USEFUL LIFE (ASSETFINDA DATA BASE)**

### Asset data confidence

Asset data confidence for the Carterton water supply is reliable for all but asset condition. Inspection of pressurised water main condition is more difficult than for sewer and stormwater pipes because of access constraints while the water main is in operation. For that reason, the opportunity for assessing asset condition is limited to pipe repairs and maintenance history – pipe failure etc. Even so, the impact of that is relatively minor given the accumulated knowledge of pipe attributes and risk criticality that has been gathered over time.

**TABLE 10: ASSET DATA CONFIDENCE**

Attribute	Very uncertain	Uncertain	Reliable	Highly reliable
Physical Parameters			X	
Asset Capacity			X	
Asset Condition			X	
Valuations				X
Historical Expenditures				X
Design Standards			X	

### Asset value

The optimised depreciated replacement value of the Carterton water supply assets in 2019 was \$9,865,879, as summarised in Table 11 below.



**TABLE 11: CARTERTON WATER SUPPLY ASSET VALUES 2019**

Asset Type	Optimised Replacement Cost	Optimised Depreciated Replacement Cost
Pipe reticulation	\$14,937,097	\$6,186,396
Reticulation fittings	\$4,585,174	\$1,733,821
Kaip. Headworks	\$1,138,529	\$382,013
Kaip. Treatment Plant	\$650,814	\$150,013
Supplementary Supply	\$3,126,860	\$1,413,635
<b>Total</b>	<b>\$24,438,474</b>	<b>\$9,865,879</b>

### Levels of service

Levels of service considerations delivered through CDC's water supply infrastructure include technical and customer considerations. Customer levels of service include water taste, odour, reliability of supply and responsiveness to customer service requests.

Higher technical levels of service driven by the Health (Drinking Water) Amendment Act 2007, the GWRC Natural Resources Plan, resource consents for the respective takes and security of supply, are the key level of service issues impacting on the Carterton urban water supply. The operative resource consents are as follows:

Scheme	Consent Expiry Date
Carterton – Kaipaitangata intake	2013 - consent renewal in progress <sup>37</sup>
Carterton – Lincoln Road bores	30 September 2034

Most recently (December 2017), the Havelock North Drinking Water Enquiry reported its findings and recommendations, included recommended changes to the principal legislation. A preliminary assessment of the recommendations in respect of CDC's water supply is that the impacts will be only minor. CDC does not operate untreated water supplies, and its current treatment processes are, or soon will be, in accordance with the Drinking-Water Standards for New Zealand 2005 (Revised 2018).

Carterton Council participates with other water suppliers in the Wellington region to improve the degree and effectiveness of the collaboration between parties in safeguarding the Wellington region's drinking water.

### Water supply strategy

The current consent to take water from the Kaipaitangata Stream surface water allows up to 5,000m<sup>3</sup> per day and a minimum rate of abstraction of 60 L/s at any stream flow. The consent renewal application anticipates a reduced take under the Proposed Natural Resources Plan. A maximum take of 4,000m<sup>3</sup>/day has been applied for, with no take below stream flows less than 100

<sup>37</sup> Application for renewal of the consent for the Kaipaitangata take was lodged with the regional council more than six months prior to the consent expiry date. The consent therefore remains operative in accordance with s.124 of the Resource Management Act 1991. The application awaits further stream flow and proofing investigations by CDC, scheduled for 2017/18 summer.

L/s, and no more than 50% of stream flow at any other time. Further, GWRC's recent modelling of the Kaipaitangata and Waiohine surface water and groundwater catchments indicates there is already an over-allocation of these natural resources.

Recent monitoring of stream flow records show that stream flows can drop below 100 L/s for much of the January to March summer peak period, as occurred during January–March 2015, climate change may worsen those stream conditions.

The above scenario means that the total demand for Carterton, under dry summer conditions, will need to be met from the Lincoln Road bore-field supply. Under those circumstances, the role of the bore-field shifts from a supplementary supply to the principal (sole) supply.

The reliable bore-field yield now assessed at a maximum 4,000m<sup>3</sup>/day.

Current average demand is 2,000m<sup>3</sup>/day, with peaking at 3,500m<sup>3</sup>/day. Forecast demand is for an average of approximately 4000m<sup>3</sup>/day by the end of the 2021–2051 planning period with current peak summer demand exceeding supply capacity if total supply can't be met from the aquifer field (ie when surface take or stream flow is less than 100 L/s).

#### FIGURE 17: CARTERTON WATER SUPPLY VERSUS DEMAND

There are two other, deeper, bores comprising the CDC supplementary supply. One of those (Bore No.2) has not been used since 2015 due to the detection of e-coli, and the other (Bore No. 4) has been found to be unstable and of low yield. Arising from the above is a draft water supply strategy. The key elements of that include:

- Investigate impact of proposed consent conditions on Carterton demand over the 2017/18 summer period, but at a reduced minimum stream flow of 83 L/s, and measure effects on downstream ecology. Refine draft conditions following those investigations.
- Review CDC revenue and financing policy to reduce pricing elasticity through more effective use of universal metering to increase relationship between water use and price.
- Promote greater water use of water conservation measures to offset unnecessary consumption and reduce costs to users.
- Investigate alternative storage and supply options over years 2 and 3 of the IS.
- Add MoH approved filtration to the supplementary groundwater supply by 2021/22 to enable the use of Bore 2.
- Increase treated water storage to three days by 2024.
- Undertake construction of a supplementary supply, or 200,000m<sup>3</sup> raw water storage, over the period 2025–2028 of the IS.

## Infrastructure management issues - Carterton water supply

TABLE 12: SUMMARY OF ISSUES—CARTERTON WATER SUPPLY SCHEME

Issue	Description	Options	Implications
Asset Renewal or Replacements	<p>Parts of the reticulation are near the end of their theoretical useful life, increasing the risk of mains failure or leaks.</p> <p>Asbestos cement pipe makes up 24.6% of the reticulation, with its remaining, nominal, useful life expiring over the next 30 years</p>	<p><b>Preferred option</b></p> <p>Mains replacement programme based on pipe condition. A desktop assessment has analysed data in the asset management system and has identified the parts of the network that should be given priority for replacement. (30year projection)</p> <p>Also considered will be the Urban Growth Strategy. An optimised decision-making process has been applied, in accordance with NAMS, to finalise the replacement programme.</p>	<p>A continuing investigation and replacement programme is required to maintain current levels of service.</p> <p>A pipe replacement program is estimated for the following ten years at \$3,732,000 (LTP 21-31)</p>
		<p><b>Other options</b></p> <p>Reduce planned replacements and extend timeframes increasing the maintenance of existing utility services. Continue current approach of reactive, ad hoc renewals as issues arise.</p>	<p>A reduced replacement programme extending over a longer period could result in reduced levels of service and increase in maintenance cost due to increased mains failure, loss of water and supply interruptions.</p> <p>Being unplanned and ad hoc is likely to be at a higher unit cost. Failures will be likely, which will result in an unacceptable level of service, including increased water loss.</p>
Response to Demand	<p>The Carterton water supply is designed for residential and commercial/industrial demand. Potentially, demand could exceed consented supply and recommended storage capacity during peak summer periods. Additional demand beyond current supply capacity is anticipated due to the urban population growth projection and effects of climate change, subject to available capacity of residential zone.</p> <p>It is expected that future consents will restrict water take from the Kaipaitangata</p>	<p><b>Preferred option</b></p> <p>Continue two-yearly programme of water mains leak detection, reducing the period to three years in the next cycle.</p> <p>At the same time develop more extensive demand management techniques including water conservation (in conjunction with stormwater and wastewater demand management), low volume water fittings, water use pricing.</p> <p>In the short-medium term (starting in 2020) investigate</p>	<p>Leak detection program increased to three yearly intervals with a forecast expenditure of \$81,000 over the following ten years (21-31 LTP)</p> <p>Growth-related implications for the Carterton water supply scheme are dependent on sufficient residential zone capacity to meet projected demand beyond 2030. An additional trunk main and new reticulation is proposed in the draft Urban Growth Strategy area at an estimate of \$2,429,000</p>

Issue	Description	Options	Implications
	Stream during low flow/high demand periods, placing increased demand on bore water source and storage.	options for augmentation of supply and additional storage.	Water distribution modelling to be continued at \$73,000 over the following 10 years. (21-31 LTP). Investigate an additional water supply source and any other possible options budgeted at \$581,000 (21-31 LTP) Implement restricted water supply measures in consenting conditions to those water connections that are not within the defined water supply areas.
		<b>Other options</b> Continue with demand management and not investigate additional supply	A healthy and safe urban community needs a reliable water supply. Demand management alone is very unlikely to guarantee the supply required for the growing number of households in the near future.
Public Health and Environment	There is a risk of bacteriological or protozoal contamination. Increased standards or structural changes to water management may be an outcome of the Havelock North water supply contamination inquiry. The resource consent for the Kaipaitangata Stream take expired on 25 March 2013 with the renewal application still under review (2017). The Lincoln Road bore field consent expires in 2034.	<b>Preferred option</b> Develop evidence of the level of compliance with NZ Drinking Water Standards, including a catchment assessment, and from that investigate options for upgrading the treatment plants, as necessary. Install protozoa micro filtration at Lincoln Road bore field in 2021/22. Comply with resource consent conditions to avoid adverse effects on the environment.	Enhanced treatment and storage will improve public health and environmental protection but at greater cost. Treatment plant projected expenditure including the protozoa micro filtration at Lincoln Road bore field \$1,388,000 (2021/22 LTP).
		<b>Other options</b> There are no other viable options given the risks to human health.	
Risk and Resilience Issues	Continuity of supply is identified as a risk during sustained drought periods due to the effects of climate change. Low flows in the Kaipaitangata Stream during peak summer demand periods will limit the ability to extract water from this source. The water storage reservoirs are critical assets. The smaller, 500m <sup>3</sup> , reservoir at the	<b>Preferred option</b> Develop more extensive demand management techniques (see above). Assess susceptibility of soil structures to liquefaction during a major seismic event and implement further resilience measures for critical assets as required over the next 10 years.	Current risk mitigation measures will be maintained through the strategy period. Not completing the work risks the water supply being severely restricted during extended drought conditions. The probability of the risk occurring is considered to be moderate, with the severity of

Issue	Description	Options	Implications
	<p>Kaipaitangata take is the oldest—approximately 40-years old. The 1,000m<sup>3</sup> Kaipaitangata reservoir was constructed in 2008, with the two bore reservoirs constructed in 2003. Resilience of these reservoirs to a major seismic event is key to the integrity of the supply. Internal baffles were installed inside the Kaipaitangata storage reservoirs during 2014/15 and the bore reservoirs in 2012 to reduce the impacts of water ‘surge’ during a large seismic event.</p> <p>The brittle pipe materials and jointing systems of older pipes, particularly the trunk mains, makes these assets more vulnerable to failure during seismic events.</p>	<p>Include the use of flexible pipe materials and jointing systems in future annual pipe replacement programmes. Provide resilient solutions for the riskiest sections of the trunk main feed from the Kaipaitangata supply. Install seismic valves on the reservoirs and fusible linkages. Increase storage of treated water at Lincoln Road wellfield and Kaipaitangata over the period 2020–2024 to 72 hours or 6000m<sup>3</sup>.</p>	<p>consequences being high to critical</p> <p>Seismic protection of the reticulation trunk mains is critical to the resilience of the water supply. The probability of this risk occurring is considered to be low to moderate within the term of this strategy but the severity of the consequences are expected to be high. Resilient works is included in the pipe renewal program. Increased storage will provide an emergency supply of up to two days if treatment were interrupted. The cost of Increased storage over 2021–2024 is \$525,000</p>
		<p><b>Other options</b></p> <p>Continue to rely on our ability to quickly fix any damaged pipe work following a major event and retain current storage capacity and rely on households to store their own emergency supplies.</p>	<p>These are high risk options. Based on the experience of other communities the risks of this option outweigh the costs of the preferred option.</p>

## Water race assets

The Taratahi and Carrington water races supply non-potable water to rural properties. The assets comprise surface intakes and 278km and 39km of open channel races respectively.

Consents to take water are critical to maintaining adequate, all year supply quantities for domestic and commercial/industrial use. Table 13 summarises current consent expiry dates:

**TABLE 13: WATER SUPPLY RESOURCE CONSENTS EXPIRY DATES**

Scheme	Consent Expiry Date
Carrington Water Race	28 June 2023
Taratahi Water Race	28 June 2023

The Water Wairarapa Project is currently under investigation led by Wellington Regional Council. While principally targeted at rural water use, the potential exists for the project to be extended to include urban water supply needs, either supplementary to or in substitution of current supply arrangements for Carterton. This could include supplementing the water races during river low flow periods. There are uncertainties over the viability of this project, although these are expected to be clarified in 2018/19 the near future. The Council will continue to work with Greater Wellington

Regional Council, the other Wairarapa District Councils and the Water Wairarapa Establishment Board to understand the viability of the project over the course of this strategy period.

## Infrastructure management issues – Carterton water races

**TABLE 14: SUMMARY OF ISSUES—CARRINGTON AND TARATAHI WATER RACES**

Issue	Description	Options	Implications
Asset Renewal or Replacements	Intake weirs will require replacement in 10 plus years' time, complete with a new screen for the Carrington intake. Need for Taipo rock protection of intakes to be monitored and programmed. Progressive replacement programme for culverts, from 300mm diameter to 500mm diameter, to improve maintenance access.	<b>Preferred option</b> Current maintenance and replacement programmes to be reviewed to investigate more cost-effective options for proactively managing the water races, including asset renewals and maintenance. Monitor need for and timing of replacement screen for Carrington water race and erosion protection for both intakes.	The move towards more proactive, rather than reactive, management, including maintenance, is expected to enable replacements to be funded from the existing operational budget.
		<b>Other options</b> Continue reactive water race management.	This option would not deliver the most cost-effective water race services resulting in additional funding required for replacements.
Response to Demand	Current capacity is not always adequate for primary use of water races—stock water supply.	<b>Preferred option</b> Implement water quantity monitoring programme, including water budget audit to investigate use, efficiency, and measures to reduce water loss. Install flow gauges at tail races.  Continue with installation of weirs where water races join streams Develop a new bylaw to control water race use. Develop a demand management strategy.	Responding to demand will be met from within existing operational budgets. Improving the management of the water races through improved monitoring and controls will enable future demand to be met within current water allocations, and reduce the risks of insufficient water to meet the demands of current and future users.
		<b>Other options</b> There are no other viable options	
Public Health and Environment	Both water races are non-potable supplies suitable for stock watering purposes and domestic use. Persons using the water for drinking purposes do so at their own risk contrary to relevant	<b>Preferred option</b> Ensure users are informed of unsuitability of water race as a potable supply. Resource consents provide the legal mandate to take	Monitoring water race use so that it is consistent with their purpose and consents is fundamental to CDC's supplier and compliance accountabilities. This option

Issue	Description	Options	Implications
	legislation and CDC regulations relating to the use of the supply.	water for stock at an environmentally sustainable rate.	will not increase the costs of managing the water races, but it will improve the management of the races and the Council's compliance with its resource consents.
		<b>Other options</b> There are no other viable options	
Risk and Resilience Issues	Low flows in the stream during droughts limit the ability to extract water from the stream. Conversely, flood conditions impose risk of damage to the intake structures. Cross-overs across streams are vulnerable to earthquake damage.	<b>Preferred option</b> Develop a plan to progressively install boundary gates to improve water race accessibility and responsiveness. Investigate options and risks for seismic protection of cross-overs.	Current risk mitigation measures will be maintained through the strategy period within operational budgets. The progressive installation will mean costs can be spread over time with no financial impact on water race ratepayers.
		<b>Other options</b> There are no other viable options	

## Funding mechanisms

CDC's urban water supply activity is funded through a combination of rates and user charges (universal water metering). Water meters provide a more direct linkage between consumption and cost to users, and can be used as an effective method to reduce demand.

The Carterton water supply rate is a combination of a targeted rate (90%) and the general rate (10%).

Water by meter is charged for water consumption in excess of 225m<sup>3</sup> per year per connected rating unit. Currently, residential water meters are read every six months and commercial every three months. That means that residential user consumption at the end of the first round of meter reading is likely to be well within the annual volume allocation. The economic incentive to reduce unnecessary consumption is unlikely to be realised until after the second round of meter reading has been completed and invoiced—well after the period of peak summer consumption.

CDC intends to introduce smart meters in 2019/20, which will allow more options around reading, pricing, and billing, and will form part of a wider demand management plan.

Water race services are funded using a combination of the general rate (10%) and separate targeted rates (90%) for each scheme calculated on land area on a differential basis.

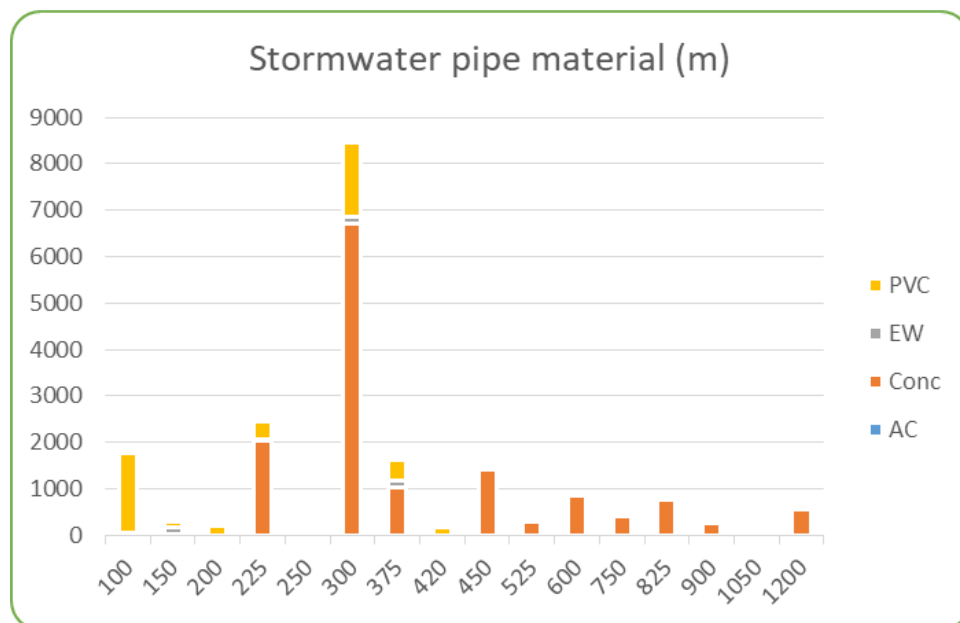
## Disposal of water supply infrastructure

There are no disposal issues in respect of CDC's water supply assets.

## Stormwater Drainage

### Stormwater assets

CDC's stormwater infrastructure is comprised of two components, the first is the piped and open earth channels. Of the piped 19.5km stormwater drainage assets, 73.2% of the materials used are concrete and next prominent material is PVC at 24% to the total piped stormwater. Earthen open channels equate to 10.8km of drainage network system.



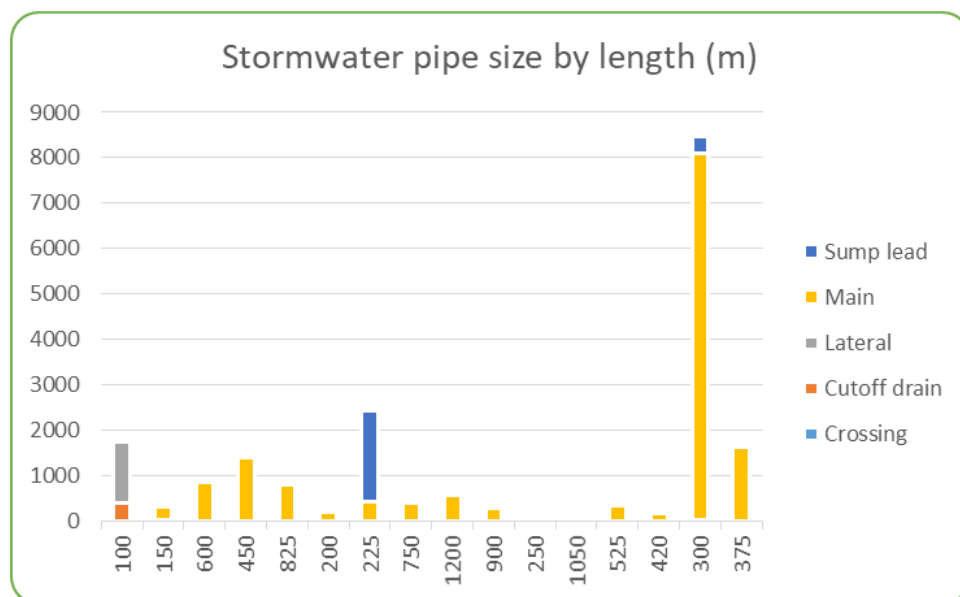
**FIGURE 18: STORMWATER PIPE MATERIAL (ASSETFINDA DATA BASE)**

Pipe sizes range in diameter from 100mm to 1,200mm, with 12.4% 225mm of diameter and 43.1% (8.4km) of 300mm diameter.

In addition, the primary stormwater assets include 485 street sumps (catch-pits) 216 manholes, 84 Soakpits plus 10.8km of open drains in the urban area and approximately 20km of open drain in the rural area (referred to as the "eastside" diversion), linked in places to the rural water race network, complete with some discharge structures.

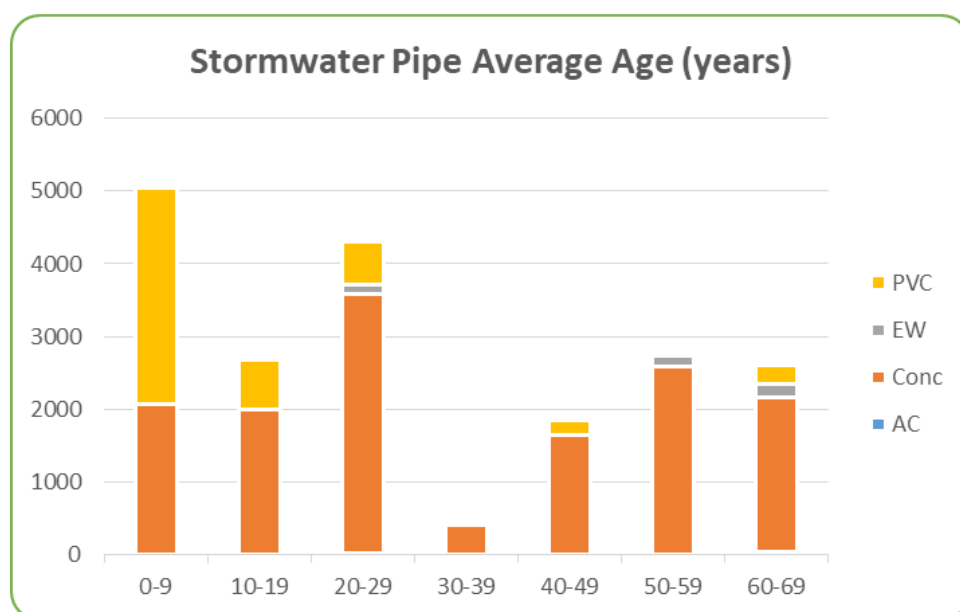
The secondary component consists of overland flow paths, including the roading network. The multiple Carterton stormwater discharges were consented through a district wide comprehensive consent that expired on 30 May 2016. The outcome of Wellington Regional Council's Proposed Natural Resources Plan will determine the requirements for any consenting requirements to come for stormwater discharges.





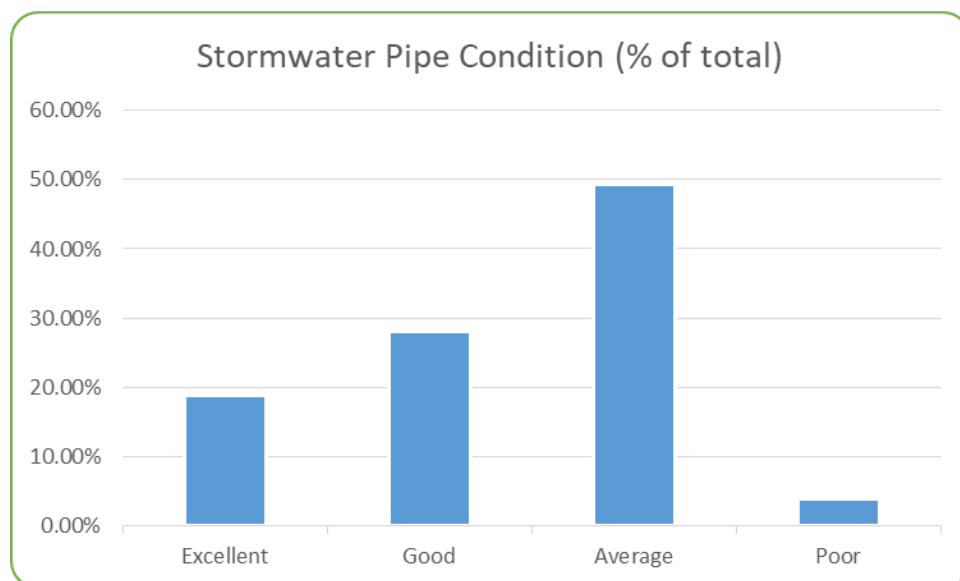
**FIGURE 19: STORMWATER PIPE SIZE (ASSETFINDA DATA BASE)**

The stormwater pipe network varies in age, with the earliest pipes laid in the 1950s, and most recently installed pipes laid as part of subdivision development. The pipe age profile shows that approximately 2.59km (13%) of pipe is 60-70 years old and 12km (61.4%) is under 30 years old.



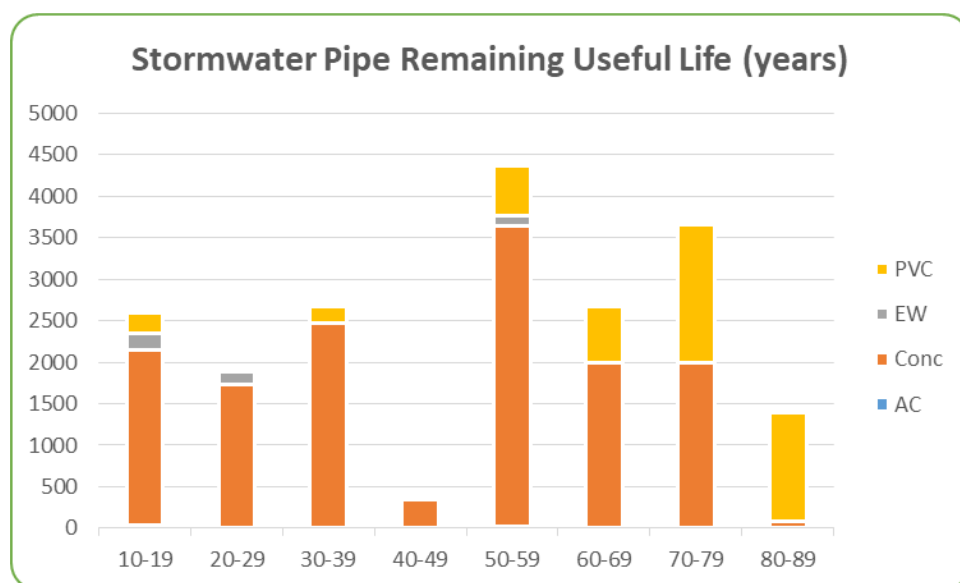
**FIGURE 20: STORMWATER AVERAGE AGE (ASSETFINDA DATA BASE)**

The condition rating of the network is positive, with only 3.9% of the piped network rated as poor, noting though the uncertainty rating attached to that condition assessment (refer to Figure 21).



**FIGURE 21: STORMWATER CONDITION RATING (ASSETFINDA DATA BASE)**

The combination of pipe material type, age, and condition produces the following remaining life profile:



**FIGURE 22: STORMWATER REMAINING USEFUL LIFE (ASSETFINDA DATA BASE)**

### Asset data confidence

Asset data confidence is reliable for stormwater inventory, capacity, and historical expenditure, but is low for data condition as summarised in Table 15. Part of CDC's asset management improvement programme involves progressive capture of asset condition data using CCTV pipe surveys and data logging during repair work.

**TABLE 15: STORMWATER ASSET DATA CONFIDENCE**

Attribute	Very uncertain	Uncertain	Reliable	Highly reliable
Physical Parameters			X	
Asset Capacity			X	
Asset Condition		X		
Valuations			X	
Historical Expenditures				X
Design Standards			X	

### Asset value

CDC's stormwater infrastructure had an optimised depreciated replacement value of \$7,439,808 in 2019 as summarised in Table 16 below:

**TABLE 16: STORMWATER ASSET VALUATION**

Asset Type	Optimised Replacement Cost	Optimised Depreciated Replacement Cost
Reticulation	\$8,410,511	\$5,641,109
Open Drains	\$447,433	\$324,798
Manholes	\$1,039,942	\$794,871
Sumps	\$564,612	\$394,542
Soak Pit Chambers	\$314,519	\$284,488
Total	\$10,777,017	\$7,439,808

### Levels of service

Levels of service (LoS) for the stormwater activity are based on technical and customer requirements. Until recently, customer levels of service had dictated service levels, with technical levels of service expected to be more dominant consequent on adoption of the regional council's Natural Resources Plan.

Customer levels of service relate to effective drainage of surface water from land and buildings, response times, etc. Technical LoS relate to stormwater quality and impact on receiving waters.

A project involving the construction of a bypass channel on the western side of Carterton is aimed at restoring stormwater drainage capacity of the Waikākāriki Stream during storm events.

Land use development along the Waikākāriki Stream has impacted on levels of service. The bypass channel would divert peak stream flows to avoid surface flooding in the adjoining urban area.

Consent application and project implementation was scheduled to be completed in 2015/16, but this project was deferred pending the outcomes from the GWRC natural resources plan.

### Infrastructure management issues

The current infrastructure management issues are relevant to CDC's stormwater activity:

**TABLE 17: SUMMARY OF ISSUES—STORMWATER DRAINAGE**

Issue	Description	Options	Implications
Asset Renewal or Replacements	Ageing pipe assets may fail. Current records indicate that the majority of pipe assets are relatively young, with oldest pipes laid in the 1950s.	<b>Preferred option</b> Develop and implement an ongoing stormwater pipe condition assessment programme. Additional capacity will be incorporated in pipe replacements, as required, based on actual and forecast growth.	A pipe replacement program is estimated for the following ten years at \$688,000 (LTP 21-31) with \$7,609,000 estimated for the following 30 year period. Priority repairs and renewals will be assessed using the Pipe Repair Manual and following the optimised decision making process codified in NAMS. Budget provision has been made of \$417,000 for years 22-24 for design and treatment conditional on the requirements of the PNRP.
		<b>Other options</b> There are no other viable options. leaving the asset run to failure would result in surface flooding during high rainfall events, which are likely to become more frequent as a result of climate change.	
Response to Demand	Demand will increase with residential growth.	<b>Preferred option</b> The stormwater drain on the east side of town will be progressively replaced to accommodate projected residential growth in the north-east of town in line with the Urban Growth Strategy.	Additional catchment and new reticulation is proposed in the draft Urban Growth Strategy area at an estimated of \$2,703,000 This will encompass the eastern drain reducing the risk of surface flooding in the area.
		<b>Other options</b> There are no other viable options that would avoid the risks to property.	
Levels of Service	Current reticulation capacity copes with most rainfall events or surface flooding of short duration. Beyond that, drainage of excess surface water relies on secondary flow paths. More intense rainstorms due to the effects of climate change could erode current levels of service.	<b>Preferred option</b> Maintenance and progressive pipe replacements of damaged pipes over the term of the strategy will improve performance of the current network.	Planned renewals will include capacity increases to compensate for predicted climate change effects.
		<b>Other options</b> Do nothing.	Not responding to the risk of flooding will result in a risk to

Issue	Description	Options	Implications
			the community that is unacceptable, especially as the risks will be elevated over time due to the impacts of climate change.
Public Health and Environment	Stormwater from the Carterton network discharges to the Mangatāre and Waikākāriki streams. There are no litter traps or treatment systems in place but higher environmental standards are signalled in GWRC's Proposed Natural Resources Plan. The Wellington Regional Council's Proposed Natural Resources Plan includes a requirement for preparation of stormwater management plans to improve planning, control, and mitigation of adverse effects from stormwater discharges.	<b>Preferred option</b> Once the Natural Resources Plan is finalised, we will respond to any new standards required. Seek a general ("global") consent for stormwater discharges. This is likely to need a stormwater management plan.	Resource consent will provide legal mandate for current stormwater discharge activity and will include guidance on future requirements for quantifying and mitigating any adverse effects of the activity on the receiving environment. The preliminary estimated capital cost of measures to mitigate the adverse effects of stormwater discharges is \$417,000, which is provided for over two years, in 2022/23 and 2023/24.
		<b>Other options</b> There are no other reasonable options.	
Risk and Resilience Issues	Current risks include pipe failure, flooding of property due to impaired stormwater capacity and blocked secondary flow paths.  A major flood event could overtop the banks of Mangatāre or Kaipaitangata Streams with consequential flooding of property. Flood control is currently the responsibility of Wellington Regional Council.	<b>Preferred option</b> Identification and protection of secondary flow paths through catchment management plans. Repair and replacement of damaged stormwater pipes.	Current risk mitigation measures will be maintained through the strategy period. Failure to complete this work will increase the risk of flooding and damage to property.
		<b>Other options</b> Do nothing.	Not responding to the risk of flooding will result in a risk to the community that is unacceptable, especially as the risks will be elevated over time due to the impacts of climate change.

### Funding mechanism

The stormwater activity is funded through a targeted rate (90%) on all rating units within the urban area, calculated on land value, plus the general rate (10%).

## Disposal of stormwater infrastructure

There are no disposal issues in respect of CDC's stormwater assets.

## Roads and Footpaths

### Roading assets

CDC's road and footpath infrastructure assets comprise the following:

**TABLE 18: ROAD AND FOOTPATH ASSETS<sup>38</sup>**

Asset Component	Quantity	Units	Comments
Pavement – Sealed	Urban 37.5	Km	Sealed Pavement area 367,534 m <sup>2</sup>
	Rural 273.5	Km	Sealed pavement area 1,601,310 m <sup>2</sup>
Pavement - Unsealed	Urban 0.15	Km	Unsealed pavement area 636 m <sup>2</sup>
	Rural 158.3	Km	Unsealed pavement area 613,762 m <sup>2</sup>
Total carriageway	469.6	Km	
Bridges	49	No	
Culverts > 3.4m <sup>2</sup>	95	No	Total clear opening (waterway area) greater than 3.4m <sup>2</sup>
Culverts < 3.4m <sup>2</sup>	1,810	No	
Kerb & Channel	49.5	Km	Includes dished and mountable kerbs
Underpasses	17	No	Privately owned – listed only for reference
Catch-pits	431	No	Included with 'stormwater' data
Stormwater Channel	194.8	Km	
Guard Rails	601	M	
Sight Rails	240	M	
Footpaths	48.1	Km	Pavement area 99,561 m <sup>2</sup>
Street Lighting	1,114	No	Includes 377 on State Highway 2
Signs	1,937	No	

Associated assets include car parks and retaining structures.

The maintenance strategy for CDC's roads and footpaths is to achieve current target levels of service through effective intervention strategies and fit for purpose material selections, consistent with One Network Roading Classification (ONRC). The latter instils a national and consistent approach to roading standards for each classification.

The majority of the Carterton road network consists of access roads because of the low traffic volumes.

**TABLE 19: ROADING CLASSIFICATION<sup>39</sup>**

Hierarchy	Length (m)	Description
Primary collector	25,173	These are locally important roads that provide a primary distributor/collector function, linking significant local economic areas or population areas.
Secondary collector	157,076	These roads link local areas of population and economic sites. They may be the only route available to some places within this local area.

<sup>38</sup> Exported RAMM data - Nov2019

<sup>39</sup> Exported RAMM data - Nov2019

<b>Access</b>	155,919	This is often where your journey starts and ends. These roads provide access and connectivity to many of your daily journeys (home, school, farm, forestry etc). They also provide access to the wider network.
<b>Low volume</b>	131,434	Low volume roads are a subset of the 'Access' class listed above.

Renewal strategies for unsealed roads is based on an average assumed depth loss of 10mm over the entire pavement, accepting that metal loss varies site by site. A 5–7 year return cycle is programmed, where a minimum 50mm layer will be placed on each return. This achieves an average of 30–35km per annum maintenance treatment. Full rebuilding of unsealed pavements is resulting in improvements to the unsealed network. The positive effect of this improvement is the ability to now reduce the overall annual target length. This will be continually monitored and revised as required. The target length for resealing the network is 17km per annum. This includes chip seals and thin asphaltic surfacing.

As a result of recent culvert inspections, road drainage culverts identified as being dangerous or having inadequate capacity due to regular flooding, have been identified and prioritised. A programme to extend and/or replace the affected parts of the current drainage system is planned over the next 5 to 10 years starting with the highest priorities.

CDC's indicative bridge renewal profile demonstrates a relatively modest replacement programme through to 2034, with significant expenditure forecast for 2069. A detailed study of the ageing bridge asset within the network is to be carried out in 2025 ahead of intervention and replacement if required. The study will encompass actual risk, projected life, traffic impacts etc. An assessment of bridge usage versus bridge condition and anticipated failure timeframes will be included, together with an assessment of the impacts, if any, of using alternatives routes. The purpose of the study is to make best use of the existing infrastructure by understanding the travel demand on roads with bridges and provide possible alternatives to bridge renewal. If bridge renewal is still considered the best option, the study will identify a more accurate timeframe for renewal. The two yearly, routine bridge inspections will continue to be carried out to identify any required maintenance and minor component renewal. These routine inspections do not address likely timeframes for whole of bridge replacements.

The growth and probable resultant increase in demand on the network is not expected to require any significant new roading, or additional capacity on the existing network. The increase in forestry related traffic will have an impact on maintenance and safety on outlying rural roads, and priorities for works may be adjusted to meet that demand. Access to any new residential/retirement developments will be provided by the developers. The need for any major upgrades is not seen at this stage, but the network will continue to be monitored to ensure improvements such as urban by-passes are provided in a timely manner.

CDC intends to review demand forecasts for the district roading network. The study will encompass an assessment of future demand due to increased use originating from proposed subdivision development and logging operations, and the actual and potential impact it will have on the roading network. This will enable the Council to better plan its road renewal and maintenance requirements. Minor safety projects will be introduced to target the dominant contributing factors to roads accidents, namely:

- too fast for conditions
- poor handling

- alcohol and other impairments
- lack of attentiveness
- loss of control on bends on rural roads.

### Asset data confidence

Asset data confidence is reliable for roading and footpaths inventory, capacity and historical expenditure, but is low for data condition as summarised in Table 20. Part of CDC's asset management improvement programme involves progressive capture of asset condition data using RAMM surveys and data logging during repair work.

**TABLE 20: ROADING AND FOOTPATHS ASSET DATA CONFIDENCE**

Attribute	Very uncertain	Uncertain	Reliable	Highly reliable
Physical Parameters			X	
Asset Capacity			X	
Asset Condition				X
Valuations			X	
Historical Expenditures				X
Design Standards			X	

### Asset value

CDC's roading and footpath infrastructure had an optimised depreciated replacement value of \$144 million as at 30 June 2020 <sup>40</sup> as summarised in Table 21.

**TABLE 21: ROADING AND FOOTPATH VALUATION 2020**

Asset Component	Optimised Replacement Cost	Optimised Depreciated Replacement Cost
Formation	\$66,173,627	\$66,173,627
Pavement	\$65,551,252	\$49,655,861
Drainage	\$21,357,730	\$12,075,209
Footpaths	\$8,887,898	\$4,443,949
Signs and Road Markings	\$756,072	\$378,036
Traffic Facilities	\$1,096,463	\$548,232
Bridges Culverts	\$50,367,842	\$20,680,203
Retaining Walls	\$125,317	\$117,076
Street Lighting	\$1,388,558	\$749,468
<b>TOTAL</b>	<b>\$215,704,759</b>	<b>\$154,821,660</b>

### Levels of service

Customer levels of service are shaped by three key considerations developed under the ONRC framework. They are:

- Mobility (travel time reliability, resilience of the route)
- Safety
- Amenity (travel quality, aesthetics)
- Accessibility (land access and road network connectivity)
- Responsiveness.

<sup>40</sup> CDC's roading and footpath infrastructure is revalued every three years. The previous valuation was in 2017.



Technical levels of service include asset condition ratings, pavement strength, surface roughness, geometry, cost efficiency.

## Infrastructure management issues

**TABLE 22: SUMMARY OF ISSUES—ROADS AND FOOTPATHS**

Issue	Description	Options	Implications
<b>Levels of Service</b>	Levels of service include road safety, reliability and accessibility, responsiveness, and smoothness of ride. The maximum allowable weight and dimension limits for heavy commercial vehicles have been increased (known as 50Max). There is a portion of the bridge stock that is either known to be unable to cater for this increased loading, or insufficient details of the bridges is known to be able to confirm acceptability of the loading. This limits the routes available for these HPMV vehicles.	<b>Preferred option</b> Key bridges will be strengthened as part of the renewal of structure components.	50Max vehicles are affecting the LOS of unsealed roads to forestry areas, and structures. Increased maintenance in the short-term and renewal funding long term may impact on funding requirements for both Council and NZTA. If NZTA will not subsidise this work, ratepayers may have to fund the shortfall.
		<b>Other options</b> Retain current levels of service.	Retaining the current bridge strengths will result in a chance of failure, risking people's safety.
<b>Public Health and Environment</b>	Road maintenance and construction operations will be carried out to ensure protection of public health and the environment. Transport related greenhouse gas emissions are monitored by GWRC.	<b>Preferred option</b> The current length of unsealed road is not planned to be reduced during the strategy period, except for safety or other compelling reasons. Current roading operations will be monitored to ensure public safety and environmental impacts are managed appropriately. Resource consents for road construction will be obtained where needed.	Current public health and environmental protection measures will be adhered to.
		<b>Other options</b> Adopt a seal extension programme.	The costs of extending the length of sealed roads would not outweigh the benefits and would unlikely attract NZTA subsidy.
<b>Risk and Resilience</b>	The district is subject to earthquakes and severe weather events causing flooding, slips, and washouts.	<b>Preferred option</b> Alternative routes are maintained for collector roads.	Current risk mitigation measures will be maintained through the strategy period.

Issue	Description	Options	Implications
	Reliable access to all areas of the district can be affected. Critical assets include bridges, large culverts, and bluff areas, where natural hazards could trigger failure and isolation of communities.	There will be regular road inspections and remedial work where required.	A level of risk related to isolation of communities is deemed acceptable.
		<b>Other options</b> There are no other viable options.	

### Funding mechanism

The roads and footpaths activity is funded from NZTA's subsidy and the general rate, the latter calculated from the capital value of each rating unit in the district.

### Disposal of road and footpath infrastructure

There no disposal issues in respect of CDC's wastewater assets.

## Infrastructure Investment Programme

### The Most Likely Scenario

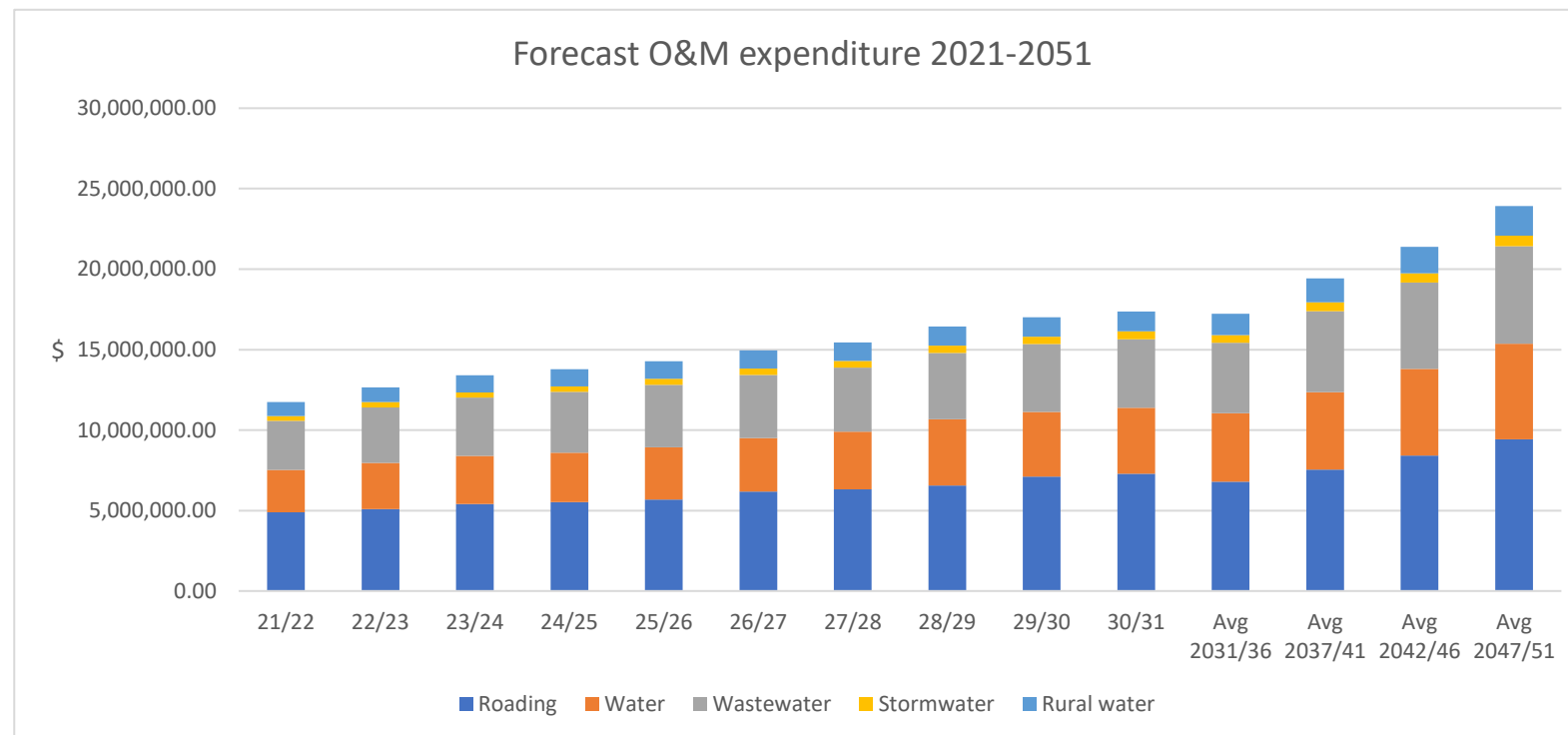
The following tables summarise the most likely scenario for managing CDC's infrastructure assets, taking account of the above issues. The 30-year term of the strategy provides a high-level insight as to the significant decisions that might need to be taken beyond the relatively short-term, 10-year planning horizon of the 2021–2031 Ten Year Plan.

The principal options shown are, in many cases, the only options available other than 'do nothing'. The variable is timing. As noted above, current and proposed levels of service are a minimum, dominated by regulatory and technical considerations. Customer levels of service are more discretionary and need to be considered in the context of projected population changes and ability to pay. Options such as demand management have some practicable relevance for Carterton District, namely in respect of the three waters infrastructure. Overall, the small ratepayer base of the District is sensitive to relatively modest increases in expenditure, with water and wastewater services predominantly funded by Carterton urban ratepayers. Any increases in the capacity of CDC's core infrastructure needs to be well researched, evaluated, and sustainable.

The tables below show the indicative estimates of operational and capital expenditure up to 2051, by infrastructure asset type, for the most likely scenario. The estimates are shown on an annual basis for the first 10 years, followed by 5-yearly sub-totals covering the remaining 20 years of the strategy. The graphs shown average the remaining 20 year forecasts per year.

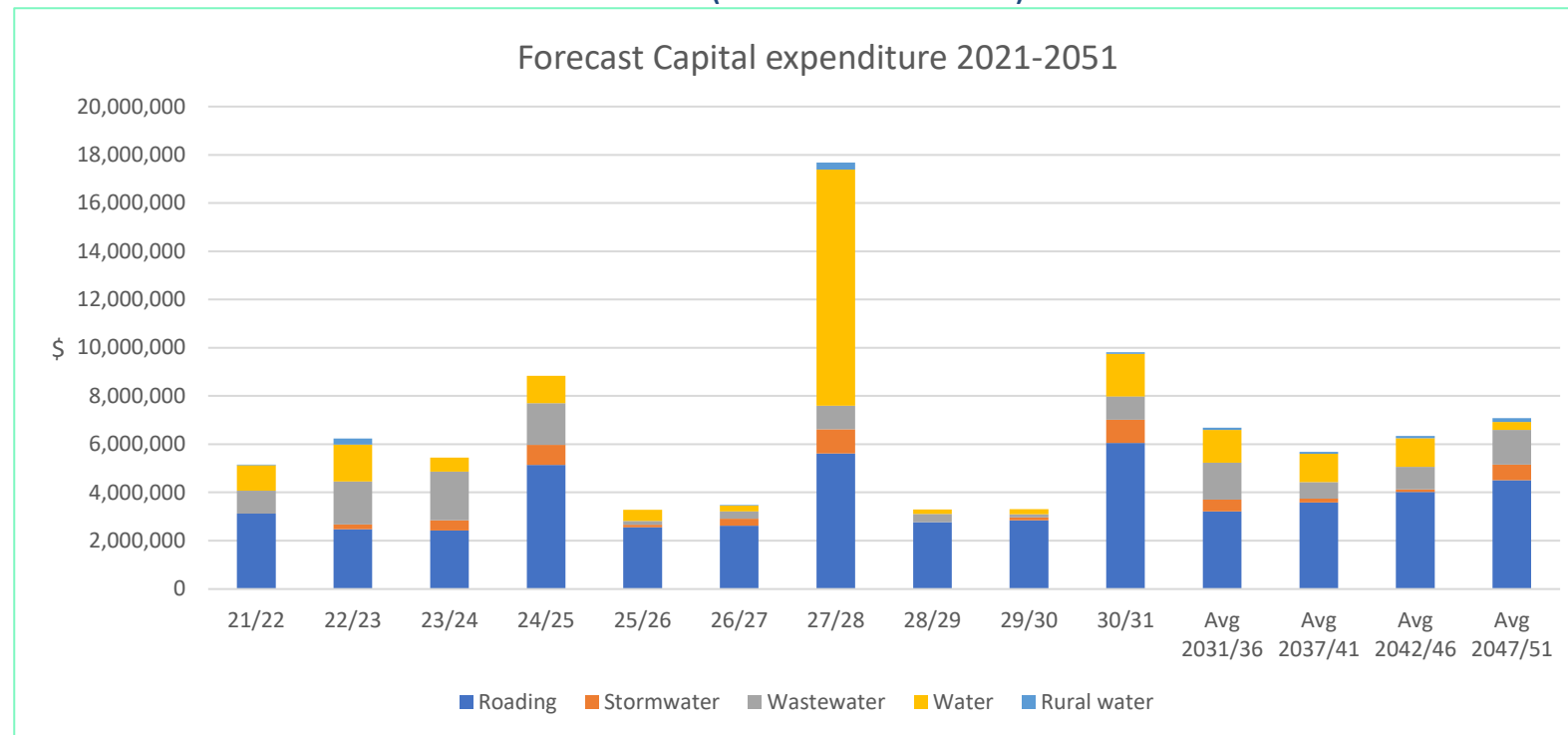
**FIGURE 23: OPERATING AND MAINTENANCE EXPENDITURE FORECASTS BY INFRASTRUCTURE ASSET TYPE 2021–2051 (AVERAGED FOR YEARS 30-51)**

Year	1	2	3	4	5	6	7	8	9	10	11-15	16-20	21-25	26-30
	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	Avg 2031/36	Avg 2037/41	Avg 2042/46	Avg 2047/51
<b>Roading</b>	4,894,207.79	5,085,681.66	5,416,343.39	5,521,847.03	5,695,119.00	6,180,085.73	6,326,627.94	6,565,243.23	7,109,741.30	7,281,003.74	6,790,441.32	7,545,276.57	8,411,683.50	9,419,121.53
<b>Water</b>	2,626,059.37	2,876,324.22	2,985,890.70	3,073,090.47	3,246,045.66	3,337,253.69	3,579,256.17	4,101,734.75	4,023,786.72	4,104,020.27	4,268,231.73	4,818,958.02	5,382,607.20	5,941,976.52
<b>Wastewater</b>	3,055,495.05	3,454,065.57	3,614,205.21	3,777,665.53	3,874,738.14	3,913,761.71	3,974,588.53	4,130,043.07	4,204,516.41	4,269,139.58	4,359,148.96	5,030,645.44	5,367,801.92	6,054,468.17
<b>Stormwater</b>	299,831.91	319,633.24	329,940.55	347,985.93	380,384.88	393,766.24	424,604.43	460,539.34	467,340.61	483,598.85	488,347.49	548,553.88	586,653.02	654,311.84
<b>Rural water</b>	868,567.64	914,902.55	1,054,197.18	1,060,924.89	1,086,569.62	1,117,838.79	1,141,123.24	1,179,285.86	1,204,092.70	1,228,305.61	1,327,114.36	1,477,760.94	1,639,351.69	1,852,593.87

**FIGURE 24: OPERATING AND MAINTENANCE EXPENDITURE FORECASTS BY ASSET TYPE 2021-2051 (AVERAGED 30-51 AMOUNTS)**

**FIGURE 25: CDC INFRASTRUCTURE CAPITAL EXPENDITURE FORECASTS BY INFRASTRUCTURE ASSET TYPE 2021–2051 (AVERAGED FOR YEARS 30-51)**

YEAR	1	2	3	4	5	6	7	8	9	10	11-15	16-20	21-25	26-30
	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	Avg 2031/36	Avg 2037/41	Avg 2042/46	Avg 2047/51
Roading	3,122,094	2,470,636	2,425,256	5,146,065	2,552,067	2,620,002	5,610,158	2,762,664	2,841,921	6,045,104	3,212,448	3,583,991	4,015,560	4,503,731
Stormwater	0	204,000	420,566	830,330	110,639	283,961	1,014,199	0	123,205	975,392	494,199	152,898	112,711	650,408
Wastewater	951,652	1,779,189	2,023,946	1,729,797	151,576	309,517	970,000	350,777	133,061	962,814	1,527,279	689,850	936,977	1,433,085
Water	1,058,000	1,528,246	574,196	1,125,020	466,897	240,799	9,792,585	174,863	209,449	1,758,398	1,352,547	1,174,818	1,188,103	338,527
Rural water	20,000	255,000	0	0	0	22,717	291,569	0	0	76,044	92,500	79,800	89,480	151,880

**FIGURE 26: CAPITAL EXPENDITURE FORECAST BY ACTIVITY 2021-51 (AVERAGED 30-51 AMOUNTS)**

## Total Expenditure Summary – Most Likely Scenario

In addressing the issues identified in the previous sections of this strategy, CDC expects to spend \$194.3 million on new or replacement infrastructure between 2021 and 2051. Over the same period, \$543.7 million is expected to be spent on operating costs, including direct labour, depreciation, materials, and maintenance.

Operating expenditure relates to day-to-day administration, financing, and maintenance of the respective infrastructure assets.

Capital works comprise two categories—renewal/replacements and new.

The above forecast totals are distributed across the four infrastructures asset activity areas as follows (totals for 2021–2051):

**TABLE 23: FORECAST EXPENDITURE 2021-51**

Infrastructure activity	Operating expenditure (\$m)	Capital expenditure (replace / renew \$m)	Capital expenditure (new \$m)
Wastewater	\$142.33	\$25.35	\$6.95
Water supply	\$136.01	\$20.47	\$16.72
Rural water (Races)	\$42.34	\$2.73	\$0
Stormwater drainage	\$15.30	\$7.89	\$3.12
Roads and footpaths	\$220.91	\$103.23	\$8.95

The table above shows that expenditure across the four infrastructure activity areas will continue to be dominated by operational requirements (operating costs, labour, depreciation, materials, and maintenance) between 2021 and 2051.

Total operating expenditure is expected to average \$18.6 million per year for the period covered by this strategy.

## Significant Capital Works Programme Summary

Significant decisions to be made regarding new infrastructure projects (defined, for the purpose of this strategy, as being \$0.5 million or more of capital expenditure) that are expected to be required during the 2021–2051 period are shown in the tables below. The estimated capital costs and timing are based on forecast amounts included in the above tables.

### Wastewater

**TABLE 24: SIGNIFICANT CAPITAL EXPENDITURE ITEMS – WASTEWATER ACTIVITY**

Significant decision and principal option	Estimated Cost	Estimated Timing
Mains renewals	21,553,437	2021-2051
Eastern Growth Strategy Area	2,429,578	2024-2031
Duplicate primary SED tank	695,000	2034-2035

Full disposal to land	3,266,000	2035-2036
Mains renewal - High Street South (3.2km)	2,357,446	2021-2024
Renewal of pump station components	1,451,381	2021-2051

## Water Supply

**TABLE 25: SIGNIFICANT CAPITAL EXPENDITURE ITEMS – WATER SUPPLY ACTIVITY**

Significant decision and principal option	Cost	Timing
Mains renewals	19,878,515	2021-2051
Investigate other water supplies	581,288	2021-22
Increase water storage capacity	500,000	2021-2023
Construction of water supply treatment plant	8,747,064	2027-2028
Eastern Growth Strategy Area	2,313,887	2024-2031
Additional potable water storage	3,480,000	2044-45

## Stormwater Drainage

**TABLE 26: SIGNIFICANT CAPITAL EXPENDITURE ITEMS – STORMWATER ACTIVITY**

Significant decision and principal option	Cost	Timing
Renewals	7,475,235	2021–2051
Eastern Growth Strategy Area	2,703,293	2024-2031
Stormwater treatment : design and construction	417,424	2022-2024

## Roading and Footpaths

**TABLE 27: SIGNIFICANT CAPITAL EXPENDITURE DECISIONS – ROADING & FOOTPATHS ACTIVITY**

Significant decision and principal option	Cost	Timing
Renewals	103,227,631	2021-2051
New Levels of Service	295,000	2021-2051
Eastern Growth Strategy Area	8,651,971	2024-2031

## Assumptions

The above strategy for managing CDC's infrastructure assets is based on the following assumptions:

**TABLE 28: SUMMARY OF ASSUMPTIONS**

Assumption	Level of Uncertainty	Potential Effects of Uncertainty
Depreciation Average asset lives at a project level for new works have been used to calculate depreciation.	Medium	Depreciation is an annual expense to reflect the reduced economic potential of an asset. Because revenue (cash) covers this expense (non-cash) a cash reserve builds up over an asset's life to help fund the asset's replacement at the end of its life. This depreciation reserve is the principal funding mechanism for asset renewals. If the depreciation is inadequate, renewal projects may have to be reprioritised, or scaled down, or they may be funded through a different source such as increased borrowing or rates.
Natural disasters That there are no major natural disasters requiring additional funding for reinstatement of assets.	Medium	There is medium risk of a natural disaster occurring during the 30-year period requiring additional funds to repair or reinstate assets. Some further provision for increasing the resilience of the assets has been built into this plan but there is still further work to be undertaken to determine the desired level of resilience and the further asset improvements to achieve this.
Service potential Service potential of the asset is maintained by the renewal programme.	Pipe networks—Medium Roothing and Footpaths—Low	There is medium risk that the service potential of the pipe network assets will not be maintained by the implementation of the renewal programme.
Asset lives Asset lives are accurately stated.	Pipe networks—Medium Roads and Footpaths—Low	The risk that pipe network asset lives are inaccurate is medium. Lives are based on generally accepted industry values, modified by local knowledge and condition assessment. The condition of sections of pipe networks has been confirmed by condition assessment. There is a potential effect that, the useful lives of pipe assets might be overstated, with a consequential impact on depreciation funding and the respective renewals programme.
Changes to levels of service It is assumed that no significant changes to levels of service are required other than those specifically identified in this strategy.	Wastewater assets Low	Levels of service due to increased regulatory requirements for the Carterton wastewater discharge have been accommodated in the strategy. Uncertainty regarding new levels of service is low for CDC's wastewater scheme because of the new 35-year consents effective from 19 January 2018. Different levels of service from that assumed could mean higher or lower capital expenditure and associated financing, depreciation, operating, and maintenance costs, or it could impact operating costs and resource requirements. Different technology may be needed.
	Roothing assets Low	NZTA's nation-wide move towards a common roading classification, and review of roading subsidy rates, has resulted in reduced NZTA funding towards CDC's road maintenance and renewal programmes. The consequence could be either an increased local contribution or a reduction in levels of service. The strategic assessment of the likelihood of that occurring is low. Different levels of service from that assumed could mean higher or lower capital expenditure and associated financing, depreciation, operating, and maintenance costs, or it could impact operating costs and resource requirements. Different technology may be needed.



Assumption	Level of Uncertainty	Potential Effects of Uncertainty
	Stormwater assets Medium	In order to meet increased environmental demands, stormwater asset development may be required in conjunction with the GWRC Proposed Natural Resources Plan. The likelihood of asset development to meet these requirements is unknown, and will not be predicted without some knowledge of actual stormwater effects. Council carries out sampling of selected stormwater outlets to ascertain the potential effects and identify catchment capacities and the relevance of the data collected for future structure planning input. Different levels of service from that assumed could mean higher or lower capital expenditure and associated financing, depreciation, operating, and maintenance costs, or it could impact operating costs and resource requirements. Different technology may be needed.
	Water supply assets Medium	Changes to technical levels of service for the Carterton water supply take from the Kaipaitangata Stream are expected due to the current consent renewal process and changes mooted in the Wellington Regional Council Proposed Natural Resources Plan. Provision has been made to address the potential impacts of those changes in the water supply strategy (refer to chapter 0.) Amendments to NZ Drinking Water Standards as a result of the Report of the Havelock North Drinking Water Enquiry – Stage 2, are likely, including a new mandatory requirement to treat all water sources, including groundwater, regardless of the assessed catchment security. Groundwater previously assessed as secure will no longer be exempt from water treatment requirements, including disinfection. The CDC supplementary bore supply is already treated with chlorine and UV. The scope and scale of filtration treatment is currently under investigation, with the results of that work to inform CDC's water supply strategy, and the required budget. Ultimately, the actual timing of implementation may be controlled through new legislative requirements. The CDC surface take at Kaipaitangata Stream is already fully treated. Different levels of service from that assumed could mean higher or lower capital expenditure and associated financing, depreciation, operating, and maintenance costs, or it could impact operating costs and resource requirements. Different technology may be needed.
Maintenance and operational costs These are largely based on historical rates and assume similar contract rates throughout the planning period.	Low	BERL inflation factors have been applied to the programmes and budgets over the first ten years of this IS. Budgets for the remaining years of the IS are based on Year 10 budget estimates. No further inflation is applied beyond Year 10. Where the actual inflation rate is different from that forecast, the cost of projects and expenditure will be different from that forecast. Higher than forecast inflation would likely mean higher operating and capital costs and higher revenue; higher capital expenditure could mean greater borrowing; and there would be pressure on rates to increase to cover these costs.
Construction Costs No major changes relative to current cost structure.	Low	It is possible that the price of some components will change relative to others. Budgets are reassessed each year for the AP process to mitigate this risk. BERL inflation factors applied to the 10YP also incorporate an element of price changes in different activity sectors.

Assumption	Level of Uncertainty	Potential Effects of Uncertainty
National Land Transport Fund (NLTF) Subsidies. NZTA has announced that the FAR subsidies for Carterton will decline from the current rate of 53% to 51%.	Low	If the rate or dollar level of subsidy decreases, roading projects may be reprioritised, or scaled down, or they may be funded through a different source such as increased borrowing or rates.
Council policy No significant change to Council policy that impacts on assets and services.	Low	Any significant change will require a full review of asset management plans and implications identified at the time.
Vested assets No assets are gifted to the council as a result of subdivision.	Low	The Council's preference is receive infrastructure or development contributions by way of cash, rather than land or other assets. If assets are vested as a result of subdivision, this will replace cash revenue.



## 7.5 WASTEWATER TREATMENT PLANT UPGRADE PROGRESS UPDATE

### 1. PURPOSE

For the Council to note progress on lining the Wastewater pond reservoirs, and budget update.

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### 3. BACKGROUND

Council has a separate Governance Group that considers regular feedback from the Project Matter on delivering Stages 1-3 of Carterton's Wastewater Treatment Plant (WWTP) Upgrade Project. As noted in the Agenda for the March 2021 Audit and Risk meeting, the budgets across the three stages were:

ACTIVITY	BUDGET	EXPENDITURE
<b>STAGE 1: Development</b> <ul style="list-style-type: none"> <li>Investigation and design</li> <li>Wetlands refurbishment</li> <li>Upgrade existing treatment plant</li> <li>First pivot irrigator</li> <li>35-year consent</li> </ul>	\$4,500,180	\$2,678,560
<b>STAGE 2: Reservoirs and ephemeral stream relocation</b> <ul style="list-style-type: none"> <li>Investigation and design</li> <li>Reservoir construction</li> <li>Wetland refurbishment</li> <li>Ephemeral stream relocation</li> </ul>	\$5,067,930	\$5,503,480
<b>STAGE 3: Pumping and pipeworks</b> <ul style="list-style-type: none"> <li>Investigation and design</li> <li>Pumps and pipes</li> <li>Second irrigator</li> </ul>	\$2,694,260	\$3,874,350 – this includes payment certification for WWTP ponds for contractor Tonkin and Taylor and an Ordish and Stevens claim for work up until May 2021
<b>CONSTRUCTION TOTAL</b>	<b>\$12,262,370</b>	<b>\$12,056,390</b>

The estimated costs to complete (2021-2022) is \$400,000. The current draft 10YP include provision for \$106,000. The additional \$300,000 will be included in the final 10YP to be adopted in June. The additional provision will have a negligible impact on borrowing levels and will add \$18,000 annually to the rates.

**Current position (Total spend) for WWTP as at May 2021**

AUTHORITY	SPEND	DIFFERENCE
\$15,767,360	\$14,262,820	\$1,504,540

**Note:** \$2.7 million was spent acquiring the land for the WWTP extension and \$0.9 million was capitalised for the obtaining of resource consents, this latter task also included conceptual investigations.

**CURRENT STATUS**

**Picture 1** - Viking placed the geo fabric on the remaining sections of pond 1 in the week ending 11 June 2021, they are still to complete pond 2 geo fabric then finish laying the black liner and have this tested for leak integrity.



**Picture 2 - Status of lining**





**Picture 3 - Pond Decant system**

Topsoiling is approximately 80% completed and the turf reinforcement being installed.

**STAGE 3 PIPEWORK AND PUMPS**

The contractor Ordish and Stevens have been progressing electrical cabling. As Ordish and Stevens have run out of room at their premises therefore materials are now being stored on site and in two storage containers paid by council.



There was a Community Liaison Group meeting held on 17 June 2021, WWTP Upgrade Meeting of Advisory Group (AG) Annual Meeting.

*The Agenda for meeting:*

1. Apologies
2. Routine Items on Agenda
  - 2.1 Purpose of the group (CDC WWTP Consent requirement)
  - 2.2 Project Upgrade progress
  - 2.3 Monitoring Reporting...ongoing
  - 2.4 Iwi input to the group, Tāngata Whenua Values monitoring
  - 2.5 Greater Wellington Regional Council Input.
3. Public open days
  - 3.1 Opportunity for Discussion/ Decision on public open days in the future
4. General Business.

5. Site planting

**4. NEXT STEPS - PIVOT 3**

Registration of interest to be openly advertised for specialist consultant to complete feasibility work.

**5. CONSIDERATIONS**

**5.1 Climate change**

N/A

**5.2 Tāngata whenua**

N/A

**5.3 Financial impact**

N/A

**5.4 Community Engagement requirements**

N/A

**5.5 Risks**

N/A

**6. RECOMMENDATION**

That the Council:

**Receives** the report.

**File Number:** 128261

**Author:** Blair King, Chief Executive

**Attachments:** Nil



## 7.6 WAIRARAPA WATER LTD MEMORANDUM OF UNDERSTANDING

### 1. PURPOSE

For the council to provide approval for the Mayor and Chief Executive to sign the attached Memorandum of Understanding (MOU) with Wairarapa Water Ltd (WWL).

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### 3. BACKGROUND

As part of the 2021-31 Draft Long Term Plan, Council noted:

#### *Wairarapa Water*

*Over the last twelve years Wairarapa has been exploring ways of ensuring greater certainty of water supply for Wairarapa through the development of a major water storage project. A limited liability company, Wairarapa Water Limited (WWL), was established in 2017 to develop, through to construction, a water storage scheme in the Whakamoekau catchment, just north west of Masterton. With funding from the Provincial Growth Fund, Councils, and the private sector the company has been completing its research and finalising consent documents, with the aim of lodging consent applications in the 2021 calendar year.*

*The proposed Wakamoekau scheme will provide off-river water storage that captures excess water during periods of high flows from the Waingawa River and Whakamoehau Stream. The water will be stored in a reservoir and released when needed for rivers, towns, industry, land-use change, and rural supply. The company is working with a wide range of groups including Wairarapa Iwi, landowners, businesses, and Councils, and is aligning with Greater Wellington Regional Council's Ruamāhanga Whaitua Implementation Plan.*

*The final ownership structure for the scheme is yet to be determined. Other similar schemes across New Zealand have been based on a cooperative model, where water users purchase shares, and this determines how much water they are allocated. The Carterton District Council has no plans at this time to purchase shares in the company. However, there is an allocation in this Long Term Plan to provide up to \$400,000 as a commercial loan to Wairarapa Water Limited to enable it to complete the consenting process, should it require this funding. The other Wairarapa Councils are also making provision in their Long Term Plans for loan funding.*

LTP submissions 32, 87, 101, 103, 138, 146, 147, 186 all commented directly on the storage scheme with no consensus for or against.

For clarification, when Greater Wellington Regional Council (GWRC) were investigating options, the project was called Water Wairarapa. It was renamed Wairarapa Water Ltd (WWL) when GWRC identified the preferred site and transferred their documentation to a limited liability company.

#### 4. DISCUSSION

##### **How does the Storage Scheme align with Greater Wellington Regional Council's Proposed Natural Resources Plan (PNRP)?**

Greater Wellington Regional Council (GWRC) led this project until 2017, when they passed the Intellectual Property to Wairarapa Water Limited (WWL) to enable consenting and construction of a storage scheme at Whakamoekau. The intention was a scheme that enabled

- Users who had irrigation infrastructure alongside specific rivers, to be able to use water released from the storage scheme via the river as a conduit to replace that lost when minimum flows are raised.
- Industry who received potable supply via MDC to replace this with raw water from the scheme freeing up treatment capacity for MDC and to replace water lost when minimum flows are raised.
- Urban supplies to either draw from the river, or pipe offtakes directly from the scheme storage
- Other users to benefit from a more resilient river flow

Whilst WWL were successful in obtaining funding via Provincial Growth Fund and GWRC, they must meet specific milestones before they can draw on this funding. Of these milestones, the most challenging is consenting as the PNRP prohibits taking water from a river below mandated minimum flow and using the river as a conduit to replace water lost as minimum flows are raised is the most logical and cost-effective design.

The design of the scheme is known as in-river storage because 25% of the reservoir volumes will come from the Whakamoekau Creek catchment that will flow through the reservoir site. The other 75% of volume will come from the harvesting of water from the Waingawa and storing this in the reservoir independently of the river. As the Whaitua Implementation Plan intends for the minimum flows to be raised on the river, and the PNRP prohibits water takes below that minimum flow the storage scheme is not consentable without amending the plan or legislative intervention. Without a scheme, users under the new river flows are predicted to go from 22 days without usage in summer, to 52 days by 2029 (based on 2020/21 Ruamāhanga River flows).

The Waingawa Industrial Estate users have analysed the impacts on their businesses and two major employers have assessed that the potential for lost production under the PNRP water allocation limits would be 41 days under 2024 levels and 50 days under 2029 levels.



WWL advise the options include

- GWRC vary their plan, to enable the viability of the scheme they passed to WWL to implement. This would require the scheme being defined by GWRC as regionally significant infrastructure similar to a power station, to ensure in-stream storage as proposed is feasible.
- Seek a call-in to a Board of Inquiry through the Minister for Environment
- Private Plan change
- Seek an Act of Parliament

All of these options add complexity to the consenting pathway, significant additional costs (potentially \$800,000+) and potentially time to lodge a consent application but do not affect the proposed MOU.

#### **What does the MOU commit Carterton District Council (CDC)?**

CDC has an interest in Masterton District Councils (MDC) water take, as this supplies the Waingawa Industrial Estate (WIE) potable supply. If Masterton run short of water due to minimum flows, then the MDC supply agreement enables Masterton to exclude WIE from being supplied.

The purpose of this MOU is two-staged:

- Stage 1 - to establish a preferred way forward for a municipal water supply to MDC and therefore to CDC customers the WIE.
- Stage 2 - Conditional to the WCWSS being the preferred way forward from Stage 1, to establish an Agreement of Supply (Agreement) between the parties

#### **LTP feedback received by Masterton District Council with respect to signing the MOU**

In the open feedback section, approximately one quarter of submitters made some reference to water, with many commenting that water is a priority and resilience needs to be addressed. These views were reiterated at the hearings and were also raised during face to face engagement sessions. Submissions from Rangitāne o Wairarapa and Rangitāne Tū Mai Rā Trust (RTMRT) reinforced the significance of water for Māori and reiterated Maori participation and partnership in decision making related to water. Key reasons for advocating for water storage included water resilience, climate change, population growth and/or not meeting current demand. Some submitters expressed concern regarding impacts on our rivers in general, regardless of how water storage was achieved.

Those referring to the Wakamoekau project in the open feedback section had mixed views. Reasons for supporting the project included that it is needed for growth and would support the economy. Key reasons for not supporting the scheme included uncertainty around costs, including potential escalation and impacts for ratepayers. Concern was also expressed in relation to compromising the health of our rivers and regarding the nearby earthquake fault. A minor theme was Council investment in private enterprise, with one submitter specifically saying they were not against the scheme but against council investment in it. Generic comments in support of water storage, and comments on Council's proposal to

invest in storage at Kaituna, primarily related to increasing capacity. There were also a minority of comments advocating Council investment in its own assets versus the Wakamoekau project, as well as comments advocating the reverse view - investment in Wakamoekau rather than Council owned assets. Another theme that has been seen in previous consultation was advocacy for domestic water storage. Associated with this were comments encouraging council to also require domestic reuse of greywater, and to consider greywater for Council use too. Feedback from face to face sessions reflected submitter feedback with the strongest themes being advocacy for mandatory domestic water tanks and comments regarding the Wakamoekau project (mixed views as per written submissions).

The Ruamahānga Whaitua chapter of Greater Wellington Regional Council (GWRC) Natural Resources Plan (NRP) focuses on the local river impacts and rules for takes and users whether that is via a community or Council scheme. The LTP has provisions for these NRP changes, for example the proposed Kaituna water storage project and stormwater treatment requirements. A resource consent is currently being sought for the Wakamoekau Community Storage Scheme. The consenting decision sits with Greater Wellington Regional Council (GWRC). An environmental/cultural/economic assessment is required as part of the consent process. The project will need to meet the National Policy Statement for Freshwater Management, proposed Natural Resources Plan requirements, and consider the Ruamahānga Whaitua recommendations. The outcome of the consent application is expected later in 2021. In the interim, Masterton Council have agreed, in principle, to a \$1 million loan to Water Wairarapa to support the consent process. The scheme also received funding of \$7 million from the Provincial Growth Fund (PGF) and \$2 million from GWRC. It is unlikely that the Masterton Council would invest in both the community dam and storage at Kaituna. If consent for the Wakamoekau Community Storage Scheme is granted, part of Council's assessment will be whether to proceed with the Kaituna option or transfer that investment to the Wakamoekau Scheme. During the hearings, Wairarapa Water Limited requested Masterton Council enter into a MOU to establish a preferred way forward for a municipal water supply to the Masterton District (and to customers requiring potable supply in the Waingawa Industrial Estate).

Domestic water storage, and greywater usage, would be managed via the Wairarapa Combined District Plan (WCDP) by making it a requirement for new buildings. Council has already committed to exploring this option as part of the review of the WCDP. Some of the Ruamahānga Whaitua recommendations relate to requiring new developments to have on site water storage. Council has no ability to require retrofitting to existing buildings but could consider financial incentives to encourage this.

## 5. OPTIONS

Carterton Council is yet to sign off their final Long Term Plan, which shows \$400,000 as a commercial loan to Wairarapa Water Limited to enable it to complete the consenting process. In terms of the MOU, this means:

1. Council signs the MOU. This is the recommended option as it aligns with Councils goal to source a resilient potable and raw water supply to the

Waingawa Industrial Estate. The goal of the storage scheme to harvest and store water given the increased risk of climate change induced droughts means we can utilise their research as we look for more water to supply growth demands for Carterton township

2. Council declines to sign the MOU. This would signal that Council is not interested in the viability of WWL to progress through consenting stage and opens Council to further questions on the purpose of the \$400,000 commercial loan proposed in the Long Term Plan.

## **6. CONSIDERATIONS**

### **6.1 Climate change**

The research undertaken by WWL through any consenting process will be very valuable to Carterton as we fit within the same Regional Council rules. Climate Change induced drought impacts will create challenges to cater for growth in Carterton and the Waingawa Industrial Estate.

### **6.2 Tāngata whenua**

As noted in the feedback Masterton District Council received, submissions from Rangitāne o Wairarapa and Rangitāne Tū Mai Rā Trust (RTMRT) reinforced the significance of water for Māori and reiterated Maori participation and partnership in decision making related to water. Signing the MOU is compatible with our commitment to discuss water resilience with local Iwi regardless of the central government 3 waters reform.

### **6.3 Financial impact**

The loan terms are yet to be agreed, but there is provision in Councils Long Term Plan to enter into a \$400,000 commercial loan, independent of this MOU.

### **6.4 Community Engagement requirements**

As noted in the background, Council received submissions to the Long Term Plan, with No's 32, 87, 101, 103, 138, 146, 147, 186 all commenting directly on the storage scheme with no consensus for or against. No further community engagement is required prior to signing the MOU proposed.

### **6.5 Risks**

The largest risk that Council faces is obtaining agreement on the terms of the commercial loan up to \$400,000 to WWL. The MOU proposed is a way to ensure the Councils that will potentially benefit from a large scale water storage project being built, collectively work with WWL to help them obtain the required consents for construction, and ensure the community has some resilience to climate change on river levels.

## **7. RECOMMENDATION**

That the Council:

1. **Receives** the report

**Agrees** to provide approval for the Mayor and Chief Executive to sign the attached Memorandum of Understanding (MOU) with Wairarapa Water Ltd (WWL).

**File Number:** 128240

**Author:** Blair King, Chief Executive

**Attachments:**

1. Infometrics report on water docused industries [↓](#)
2. Maori in the Wairarapa labour market [↓](#)
3. Public Survey May 2021 [↓](#)
4. Memorandum of Understanding with Wairarapa Water Ltd [↓](#)

# Examination of water- focused industries in Wairarapa

**for Wairarapa Water Ltd**

May 2021



## Authorship

This report has been prepared by Nick Brunsdon, with input from Brad Olsen

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### 3 Examination of water-focused industries in Wairarapa – May 2021

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## 4 Examination of water-focused industries in Wairarapa – May 2021

## Overview

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Infometrics has been commissioned by Wairarapa Water Ltd to examine the economic importance of identified water-focused industries in Wairarapa. This analysis will support Wairarapa Water Limited's support of the Wakamoekau Community Water Storage Scheme (WCWSS).

Wairarapa Water Ltd commissioned Utility to produce the December 2020 report *The value of a resilient raw water supply to a community*. The Utility report identifies three key industries which "rely heavily on water to produce goods and services". These industries are:

- Agriculture
- Manufacturing (particularly food and beverage manufacturing)
- Accommodation and food services.

In this report, Infometrics has examined the economic importance in the Wairarapa of these industries with a high reliance on water, to better understand the role and importance of water-focused industries in the area.

## Summary of analysis

- The three water-focused industries are among the largest employers in the Wairarapa, accounting for 6,700, or 32% of the region's 21,000 jobs
- Agriculture, forestry and fishing is the largest industry by employment, and accounts for a greater share of employment in the Wairarapa than the national average.
- Manufacturing is Wairarapa's fifth largest industry, employing 1,984 people, predominantly in wood, food and beverage manufacturing
- Water-focused industries in the Wairarapa contribute just over a quarter (26.6%) of the area's annual economic activity, compared to just under 17% of national activity
- Manufacturing is the Wairarapa's largest industry in terms of GDP, accounting for 15.1% of the region's economic activity.
- Wairarapa's water-focused industries include a broad range of workers
- Earnings in manufacturing are higher than the national average, meaning that growth in manufacturing employment can help raise living standards.



## 5 Examination of water-focused industries in Wairarapa – May 2021

## Water-focused industries among the largest employers in Wairarapa

The three industries of focus in this report are among the largest employers in the Wairarapa, accounting for 6,700, or 32% of the region's 21,000 jobs. Agriculture, forestry and fishing is the Wairarapa's largest industry, accounting for 3,223 jobs - 15% of the region's employment compared to only 5% nationally.

Wairarapa's manufacturing industry accounts for 1,983 jobs, or 9% of employment, the same as the national average. Accommodation and food services accounts for 1,485 jobs, or 7% of Wairarapa employment, also the same as the national average.

Water-focused industries contribute a third (32%) of employment in Wairarapa, compared to a fifth (21%) to national employment, highlighting the importance of the sector.

Table 1

### Employment by industry, 2020

Year ending March, filled jobs

	Employment		Share	
	Wairarapa	New Zealand	Wairarapa	New Zealand
<b>Agriculture, Forestry and Fishing</b>	<b>3,223</b>	<b>140,565</b>	<b>15%</b>	<b>5%</b>
Health Care and Social Assistance	2,463	255,006	12%	10%
Retail Trade	2,212	230,026	11%	9%
Construction	2,059	253,915	10%	10%
<b>Manufacturing</b>	<b>1,983</b>	<b>244,404</b>	<b>9%</b>	<b>9%</b>
Education and Training	1,640	199,529	8%	8%
<b>Accommodation and Food Services</b>	<b>1,485</b>	<b>172,458</b>	<b>7%</b>	<b>7%</b>
Professional, Scientific and Technical Services	1,393	249,058	7%	10%
Other Services	854	99,213	4%	4%
Wholesale Trade	593	125,648	3%	5%
Administrative and Support Services	563	134,338	3%	5%
Public Administration and Safety	560	132,612	3%	5%
Transport, Postal and Warehousing	522	109,456	2%	4%
Rental, Hiring and Real Estate Services	468	61,836	2%	2%
Arts and Recreation Services	297	49,299	1%	2%
Financial and Insurance Services	253	69,281	1%	3%
Electricity, Gas, Water and Waste Services	178	18,199	1%	1%
Information Media and Telecommunications	146	41,509	1%	2%
Mining	66	6,035	0%	0%
<b>Total all industries</b>	<b>20,958</b>	<b>2,592,387</b>		

Source: Infometrics

## 6 Examination of water-focused industries in Wairarapa – May 2021

## Agri, forestry and fishing is Wairarapa's largest industry

The Wairarapa's agriculture, forestry and fishing industry accounts for a much greater share of total employment than the national average, as do most of the sub-industries detailed in Table 2. Sheep, beef, cattle and grain farming is the largest of these sub-industries, accounting for 972 or 4.6% of the Region's jobs.

Horticulture and fruit growing includes the region's vineyards, which are concentrated in Carterton and South Wairarapa Districts. This sub-industry accounts for 1.7% of the Region's jobs.

Wairarapa's agriculture, forestry and fishing industry has declined slightly over the past decade, largely driven by a decline in dairy cattle farming employment as the subsector achieved productivity gains. Agriculture support services and forestry and logging have driven the greatest jobs growth in the region.

The agriculture, forestry and fishing industry have a broad impact beyond direct employment, as it demands inputs from suppliers such as rural contractors, and supplies inputs for manufacturing. The region's manufacturing is heavily reliant on locally sourced primary inputs such as livestock, grapes and logs.

Table 2

### Employment in agriculture, forestry and fishing, 2020

Year ending March, filled jobs

	Employment		Share		Growth (1)	
	Wairarapa	New Zealand	Wairarapa	New Zealand	Wairarapa	New Zealand
Sheep, Beef Cattle & Grain Farming	972	28,239	4.6%	1.1%	-0.1%	-1.4%
Agric Support Services & Hunting	626	30,361	3.0%	1.2%	0.2%	2.1%
Dairy Cattle Farming	546	35,305	2.6%	1.4%	-0.8%	0.0%
Poultry, Deer & Other Livestock Farming	482	8,424	2.3%	0.3%	0.0%	1.5%
Horticulture & Fruit Growing	353	27,509	1.7%	1.1%	-0.7%	0.1%
Forestry & Logging	178	6,366	0.8%	0.2%	0.6%	1.9%
Fishing & Aquaculture	66	4,362	0.3%	0.2%	0.6%	1.1%
<b>Total agriculture, forestry and fishing</b>	<b>3,223</b>	<b>140,566</b>	<b>15.4%</b>	<b>5.4%</b>	<b>-0.2%</b>	<b>0.3%</b>
<b>Total all industries</b>	<b>20,958</b>	<b>2,592,389</b>			<b>0.3%</b>	<b>1.9%</b>

1: Annual % growth since 2010

Source: Infometrics

## Manufacturing is Wairarapa's fifth largest employer

Manufacturing is Wairarapa's fifth largest industry, and is predominantly made up of wood, food and beverage manufacturers. Wood product manufacturing, which is dominated by the JNL mill at Waingawa, accounts for 385 jobs or 1.8% of employment in the Wairarapa. Wairarapa's food and beverage manufacturers account for 848 jobs or 4.0% of total employment, predominantly in fruit, cereal, meat and beverage manufacturing. Wood, food and beverage manufacturing accounts for a higher share of Wairarapa's economy than the national average – meaning that these industries are particularly important to the region.

Over the past decade, manufacturing employment has grown twice as fast as overall employment in the Wairarapa, which makes manufacturing a key driver of the region's growth as well as a mainstay. Employment in meat product and fruit, cereal and other

## 7 Examination of water-focused industries in Wairarapa – May 2021

food manufacturing grew strongly, more than offsetting decline in wood product manufacturing.

The manufacturing industry has a broader impact on the Wairarapa economy, as its demand supports a variety of specialist contractors and wholesalers in the region. The presence of local processors for the region's primary products helps to keep returns high for primary producers, as transport costs are minimised.

**Table 3**

**Employment in manufacturing, 2020**

Year ending March, filled jobs

	Employment		Share		Growth (1)	
	Wairarapa	New Zealand	Wairarapa	New Zealand	Wairarapa	New Zealand
Wood Product Manufacturing	385	18,520	1.8%	0.7%	-2.1%	0.4%
Fruit, Cereal & Other Food Product Manu	370	29,245	1.8%	1.1%	2.1%	1.2%
Meat & Meat Product Manufacturing	329	26,183	1.6%	1.0%	7.5%	0.7%
Printing	151	8,195	0.7%	0.3%	0.0%	-2.7%
Fabricated Metal Product Manufacturing	135	28,570	0.6%	1.1%	0.3%	1.3%
Beverage & Tobacco Product Manu	132	7,753	0.6%	0.3%	0.7%	2.1%
Furniture & Other Manufacturing	116	11,133	0.6%	0.4%	-1.7%	-0.3%
Machinery & Other Equipment Manu	91	32,026	0.4%	1.2%	-0.7%	0.9%
Petroleum & Coal Product Manufacturing	60	1,103	0.3%	0.0%	-2.6%	-1.5%
Non-Metallic Mineral Product Manu	55	9,318	0.3%	0.4%	1.2%	1.8%
Transport Equipment Manufacturing	43	14,156	0.2%	0.5%	-1.1%	0.3%
Textile, Leather, Clothing, Footwear Man	37	9,926	0.2%	0.4%	0.3%	-3.2%
Basic Chemical & Chemical Product Manu	30	8,340	0.1%	0.3%	1.8%	2.7%
Polymer Product & Rubber Product Manu	30	11,640	0.1%	0.4%	0.0%	0.4%
Dairy Product Manufacturing	9	14,250	0.0%	0.5%	0.0%	5.4%
Seafood Processing	8	4,909	0.0%	0.2%	0.0%	-0.3%
Pulp & Paper Product Manufacturing	3	4,712	0.0%	0.2%	0.0%	-0.2%
Primary Metal & Metal Product Manu	0	4,427	0.0%	0.2%	0.0%	-0.5%
<b>Total manufacturing</b>	<b>1,984</b>	<b>244,406</b>	<b>9.5%</b>	<b>9.4%</b>	<b>0.6%</b>	<b>0.7%</b>
<b>Total all industries</b>	<b>20,958</b>	<b>2,592,389</b>			<b>0.3%</b>	<b>1.9%</b>

1: Annual % growth since 2010

Source: Infometrics

### Accommodation and food services support 7% of jobs

Accommodation and food services accounts for 1,485 jobs or 7.1% of employment across the Wairarapa, a slightly higher share than the national average of 6.7%. The majority of this industry is made up of food services such as cafés, restaurants, takeaway outlets, caterers and pubs. Accommodation accounts for 344 jobs or 1.6% of total employment.

Accommodation and food services has grown relatively slowly over the past decade, at 0.2% per annum. Total employment grew 0.3% in the Wairarapa, and accommodation and food services employment grew 2.7% nationally.

Accommodation and food services have broader positive effect on the region's economy by creating opportunities to showcase the region's produce, and creating demand for wholesalers and contractors.

## 8 Examination of water-focused industries in Wairarapa – May 2021

Table 4

**Employment in accommodation and food services, 2020**

Year ending March, filled jobs

	Employment		Share		Growth (1)	
	Wairarapa	New Zealand	Wairarapa	New Zealand	Wairarapa	New Zealand
Accommodation	344	35,268	1.6%	1.4%	-0.1%	1.2%
Cafes and Restaurants	682	76,100	3.3%	2.9%	3.7%	3.5%
Takeaway Food Services	195	30,726	0.9%	1.2%	4.5%	4.6%
Catering Services	88	11,211	0.4%	0.4%	-1.0%	1.2%
Pubs, Taverns, Bars & Clubs	177	19,152	0.8%	0.7%	-2.7%	0.6%
<b>Total accommodation and food services</b>	<b>1,485</b>	<b>172,458</b>	<b>7.1%</b>	<b>6.7%</b>	<b>0.2%</b>	<b>2.7%</b>
<b>Total</b>	<b>20,958</b>	<b>2,592,389</b>			<b>0.3%</b>	<b>1.9%</b>

(1) Annual % growth since 2010

Source: Infometrics

## 9 Examination of water-focused industries in Wairarapa – May 2021

## Manufacturing and primary sector driver of economic activity

Economic activity, or GDP, in the Wairarapa grew 2.2% per annum over the past decade, slightly slower than the national rate of 2.8%. Wairarapa's manufacturing industry grew 1.8%, outpacing national growth for manufacturing at 1.5%. Accommodation and food services grew 2.2%, and agriculture, forestry and fishing grew 1.1%, both lagging national growth for their industries.

Manufacturing is the Wairarapa's largest industry in terms of GDP, accounting for 15.1% of the region's economic activity. Wairarapa's manufacturing industry has a relatively high level of productivity, measured by GDP per worker, which means that the industry is larger than agriculture in terms of GDP, but not employment. Agriculture, forestry and fishing accounts for 9.5% of Wairarapa's GDP, nearly double the national average. Accommodation and food services accounts for 2.0% of Wairarapa's economy, just below the national average of 2.1%.

Table 5

**GDP by industry, 2020**

Year ending March, \$m

Industry	GDP		Share		Growth (1)	
	Wairarapa	New Zealand	Wairarapa	New Zealand	Wairarapa	New Zealand
<b>Manufacturing</b>	\$383	\$30,681	15.1%	9.5%	1.8%	1.5%
<b>Agriculture, Forestry and Fishing</b>	\$240	\$16,096	9.5%	5.0%	1.1%	1.3%
Health Care and Social Assistance	\$208	\$19,181	8.2%	5.9%	2.1%	2.4%
Unallocated	\$198	\$25,318	7.8%	7.8%	2.9%	3.5%
Owner-Occupied Property Operation	\$191	\$22,973	7.5%	7.1%	4.0%	4.0%
Rental, Hiring and Real Estate Services	\$182	\$20,989	7.2%	6.5%	0.7%	2.1%
Professional, Scientific and Technical Svcs	\$176	\$27,786	7.0%	8.6%	4.7%	4.0%
Construction	\$147	\$21,066	5.8%	6.5%	2.4%	4.7%
Retail Trade	\$140	\$15,949	5.5%	4.9%	3.5%	4.3%
Education and Training	\$97	\$12,043	3.8%	3.7%	0.1%	0.3%
Wholesale Trade	\$89	\$16,293	3.5%	5.0%	2.6%	2.7%
Financial and Insurance Services	\$80	\$18,986	3.2%	5.9%	-0.2%	3.0%
Transport, Postal and Warehousing	\$72	\$13,751	2.8%	4.2%	0.5%	3.2%
Public Administration and Safety	\$69	\$14,545	2.7%	4.5%	-0.6%	2.8%
Other Services	\$65	\$5,586	2.6%	1.7%	1.9%	1.7%
<b>Accommodation and Food Services</b>	\$51	\$6,771	2.0%	2.1%	2.2%	3.5%
Electricity, Gas, Water and Waste Services	\$47	\$8,797	1.8%	2.7%	14.8%	1.3%
Arts and Recreation Services	\$34	\$4,323	1.3%	1.3%	2.7%	1.7%
Information Media and Telecoms	\$32	\$12,165	1.3%	3.8%	3.6%	5.0%
Administrative and Support Services	\$31	\$6,846	1.2%	2.1%	2.5%	4.0%
Mining	\$3	\$3,876	0.1%	1.2%	6.1%	-3.0%
<b>Total all industries</b>	<b>\$2,534</b>	<b>\$324,019</b>			<b>2.2%</b>	<b>2.8%</b>

(1) Annual % growth since 2010

Source: Infometrics

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10 Examination of water-focused industries in Wairarapa – May 2021

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### **A quarter of GDP in water-focused industries**

Water-focused industries in the Wairarapa contribute just over a quarter (26.6%) of the area's annual economic activity, compared to just under 17% of national activity. Economic activity from water-focused industries in Wairarapa was worth \$674m in the March 2020 year.



## 11 Examination of water-focused industries in Wairarapa – May 2021

## Water-focused industries include a broad range of workers

The three water intensive industries draw upon a broad cross-section of the Wairarapa community.

Across all industries in the Wairarapa, the average worker is 45.8 years of age, with females making up just under half of the workforce. Māori make up 19% of the region's population, but only 12.8% of region's workers.

Wairarapa's manufacturing industry employs workers with an average age of around 45.4 years, which is in line with the average of 45.8 years across all industries in the region. The manufacturing workforce is predominantly male, with only 31% of workers being female. Māori make up 14.7% of the manufacturing industry workforce, which is higher than the overall average of 12.8%.

Agriculture, forestry and fishing employs a slightly older workforce, with an average age of 47.2 years. Like manufacturing, agriculture is predominantly male with only 29% of the workforce being female. The industry is less likely to employ Māori, with only 9.5% of the workforce identifying as Māori.

Accommodation and food services employs a notably different demographic than Wairarapa's all industry average, with a far higher share of younger, female and Māori employees. The average age of workers in accommodation and food services is 38.3 years, 7.5 years younger than the all industry average. Two thirds of the accommodation and food services industry is female, compared to half for the overall workforce. One fifth of the workforce identifies with Māori, nearly double the all industry average.

Table 6

### Demographic characteristics by industry, 2018

Industry	Average age	Female	Māori
Agriculture, forestry and fishing	47.2	31%	9.5%
Manufacturing	45.4	29%	14.7%
Accommodation and food services	38.3	67%	20.5%
<b>Total all industries</b>	<b>45.8</b>	<b>49%</b>	<b>12.8%</b>

Source: Infometrics

## 12 Examination of water-focused industries in Wairarapa – May 2021

## Manufacturing earnings are above the national average

Information on median earnings at a national level highlights which industries pay better than others, which is an important contributor to a region's living standards. Industry pay levels will differ regionally depending on labour market pressures and sub-industry composition.

Nationally, median earnings in the manufacturing industry are \$52,620, which sits above overall median earnings of \$46,290. This means that all things held equal, a shift of employment into manufacturing would improve overall earnings. Median earnings are \$34,130 in agriculture, forestry and fishing, and \$20,240 in accommodation and food services. In the case of accommodation and food services, total earnings tend to be lower due to a higher prevalence of part time workers.

Table 7

### Median earnings by industry, 2019

Year ending March, includes full and part time jobs

Mining	80,990
Financial and insurance services	68,990
Electricity, gas, water, and waste services	66,370
Public administration and safety	64,430
Professional, scientific, and technical services	63,140
Information media and telecommunications	58,820
Wholesale trade	54,990
Transport, postal, and warehousing	53,960
Construction	53,110
<b>Manufacturing</b>	<b>52,620</b>
Health care and social assistance	48,720
Education and training	48,560
Rental, hiring, and real estate services	47,410
Other services	40,300
<b>Agriculture, forestry, and fishing</b>	<b>34,130</b>
Arts and recreation services	33,680
Retail trade	33,550
Administrative and support services	27,570
<b>Accommodation and food services</b>	<b>20,420</b>
<b>Total all industries</b>	<b>46,290</b>

Source: Stats NZ LEED



## 1 Māori in the Wairarapa labour market – May 2020

# Māori in the Wairarapa labour market

## How many Māori live in the Wairarapa?

There are 48,860 people living in the Wairarapa as of 2020, of which Infometrics estimates 9,080 or 19% identify as Māori. This Māori share is a higher proportion than the national average, with 17% of the population nationally identifying as Māori.

The majority of Wairarapa's population lives in Masterton District, as do the majority of Wairarapa Māori. Māori make up a greater share of Masterton's population (22%) than Carterton or South Wairarapa (both 14%).

Table 1

### 2020 Wairarapa population

Estimated resident population, year ended June. Source: Stats NZ, Infometrics

Area	Māori population	Total population	Māori share
Masterton District	6,070	27,500	22%
Carterton District	1,400	9,960	14%
South Wairarapa District	1,610	11,400	14%
<b>Wairarapa</b>	<b>9,080</b>	<b>48,860</b>	<b>19%</b>
<b>New Zealand</b>	<b>850,500</b>	<b>5,084,300</b>	<b>17%</b>

Māori population growth in Wairarapa has been outpacing total population growth in the region, with Māori rising from just under 15% in the late 1990s.

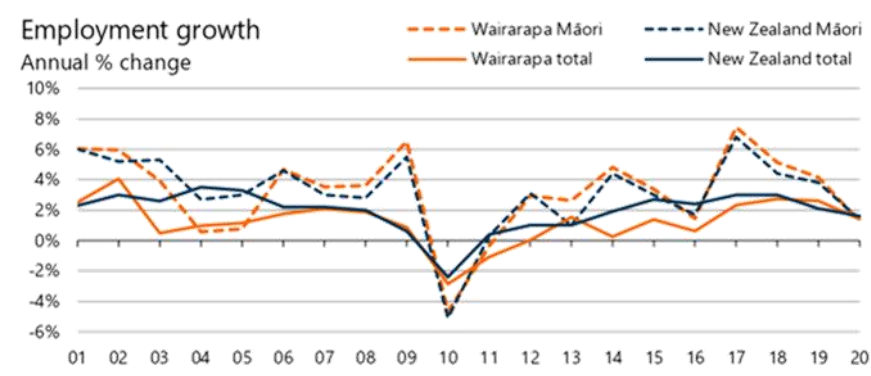
## 2 Māori in the Wairarapa labour market – May 2020

## How has Māori employment grown?

Māori employment growth in the Wairarapa has closely followed the national trend for Māori employment, which has grown more strongly than total employment. This stronger growth is a consequence of the Maori population growing more strongly than the overall population.

Māori employment was hit hard during the Global Financial Crisis, but also grew at a faster pace than overall employment during the expansionary periods of the 2000s and 2010s. These trends reflect the concentration of Māori in industries which were hardest hit by the Global Financial Crisis, such as manufacturing and construction.

Graph 1



## 3 Māori in the Wairarapa labour market – May 2020

## What are the largest industries for Māori employment in the Wairarapa?

The largest industries for Māori employment in the Wairarapa are agriculture, forestry and fishing (18.3%), accommodation and food services (12.6%), health care and social assistance (12.4%), manufacturing (11.1%), and construction (10.4%).

The December 2020 Utility report *The value of a resilient raw water supply to a community* to Wairarapa Water identified agriculture, manufacturing and accommodation and food services as industries which “rely heavily on water to produce goods and services”.

Māori are more concentrated in these three water-reliant industries. These three industries account for 42% of employment of Māori in the Wairarapa Māori, compared to accounting for just under 32% of total employment in the Wairarapa.

Table 2

### Wairarapa employment by industry, 2020

Year ended March, filled jobs

Industry	Employment		Share		Māori share of industry
	Māori	Total	Māori	Total	
Agriculture, Forestry and Fishing	609	3,223	18.3%	15.4%	18.9%
Accommodation and Food Services	419	1,485	12.6%	7.1%	28.2%
Health Care and Social Assistance	413	2,463	12.4%	11.8%	16.8%
Manufacturing	368	1,983	11.1%	9.5%	18.6%
Construction	345	2,059	10.4%	9.8%	16.8%
Retail Trade	309	2,212	9.3%	10.6%	14.0%
Education and Training	248	1,640	7.5%	7.8%	15.1%
Other Services	100	854	3.0%	4.1%	11.7%
Administrative and Support Services	81	563	2.4%	2.7%	14.4%
Professional, Scientific and Technical Services	76	522	2.3%	2.5%	14.6%
Transport, Postal and Warehousing	76	1,393	2.3%	6.6%	5.5%
Public Administration and Safety	72	560	2.2%	2.7%	12.9%
Wholesale Trade	54	593	1.6%	2.8%	9.1%
Electricity, Gas, Water and Waste Services	43	178	1.3%	0.8%	24.2%
Rental, Hiring and Real Estate Services	38	297	1.1%	1.4%	12.8%
Arts and Recreation Services	38	468	1.1%	2.2%	8.1%
Financial and Insurance Services	27	253	0.8%	1.2%	10.7%
Information Media and Telecommunications	10	146	0.3%	0.7%	6.8%
Mining	0	66	0.0%	0.3%	0.0%
<b>Total</b>	<b>3,326</b>	<b>20,958</b>	<b>100.0%</b>	<b>100.0%</b>	<b>15.9%</b>

Source: Infometrics

## 4 Māori in the Wairarapa labour market – May 2020

## What industries have created the most jobs for Māori in the Wairarapa?

Over the past decade, Māori employment growth in the Wairarapa has been concentrated in the accommodation and food services (220), agriculture, forestry and fishing (203), construction (120) and health care and social assistance (96) industries.

Table 3

### Growth in employment of Wairarapa Māori, 2010-2020

Source: Infometrics

Industry	Growth in Māori employment
Accommodation and Food Services	221
Agriculture, Forestry and Fishing	203
Construction	120
Health Care and Social Assistance	96
Retail Trade	75
Manufacturing	65
Education and Training	55
Electricity, Gas, Water and Waste Services	39
Wholesale Trade	29
Professional, Scientific and Technical Services	24
Other Services	21
Arts and Recreation Services	8
Financial and Insurance Services	5
Transport, Postal and Warehousing	3

This note has been prepared by:

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# Wairarapa Survey

community engagement



- Community Engagement – reputable polling entity
- Sample of n=743 people aged 18 years and over giving a margin of sample error of +/- 3.58%.
- Telephone numbers were selected at random and include both landline and mobile phone
- Wairarapa-wide
  - Do you think the Wairarapa region has a problem with ongoing access to water?
  - Have you been impacted by water shortages in the past two years in any way?
  - Thinking about the next 10 years, how worried are you about supply of water for business / farmers / residents?
  - One of the solutions being explored is building a water reservoir in the hills north west of Masterton. Do you support water storage as one way of securing water for the region?
  - Government, local councils and the regional council have helped with some funding for the Wakamoekau Community Water Storage Scheme project. Do you agree water storage is important for our region and that local and regional councils should continue to support it?
- Validating results – available next week

# Key Findings

## 1. Water Access:

- |    |                           |                    |
|----|---------------------------|--------------------|
| a. | A problem for the region: | <b>Yes - 87 %</b>  |
| b. | Personally impacted:      | <b>Yes - 83%</b>   |
| c. | Rule Awareness:           | <b>Unaware -65</b> |

## 2. Water concerns:

- |    |                        |                    |
|----|------------------------|--------------------|
| a. | Concern for Business:  | Yes - <b>75.3%</b> |
| b. | Concern for Farmers:   | Yes - <b>77.8%</b> |
| c. | Concern for Residents: | Yes – <b>83.7%</b> |

## 3. Water Challenges Facing the Region

- |    |                                 |                        |                 |
|----|---------------------------------|------------------------|-----------------|
| a. | Importance:                     | Agree – <b>85.9%</b>   | (4 % disagree)  |
| b. | Economic Impact:                | Agree – <b>83.6%</b>   | (2.2% disagree) |
| c. | Masterton Reservoir Solution:   | Support – <b>86.5%</b> | (5.3% oppose)   |
| d. | Council Funding Support Needed: | Agree – <b>81.3%</b>   | (9% oppose)     |
| e. | Climate Change Impact on Need:  | Yes – <b>84%</b>       | (7.8% no)       |

4. **Sample size:** n =743, +/- 3.58%; 18yr(+)

5. **All respondents:** Māori (11.6%), Pakeha/European 82%, Other 6.4% ;



**DRAFT**  
**MEMORANDUM OF UNDERSTANDING**  
**MASTERTON DISTRICT COUNCIL MUNICIPAL SUPPLY**

WAIRARAPA WATER LIMITED  
MASTERTON DISTRICT COUNCIL  
CARTERTON DISTRICT COUNCIL  
SOUTH WAIRARAPA DISTRICT COUNCIL

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## PARTIES

**Wairarapa Water Limited** a limited liability company of 110 Dixon Street, Masterton 5840 (**WWL**)

**Masterton District Council** a territorial authority 161 Queen Street, Masterton 5840 (**MDC**)

**Carterton District Council** a territorial authority of 40 Holloway Street, Carterton 5713 (**CDC**)

**South Wairarapa District Council** a territorial authority of 19 Kitchener Street, Martinborough 5711 (**SWDC**)

## BACKGROUND

- A The Wairarapa Region is facing climate change effects that over time will become severe. In order to address this impending crisis Wairarapa has developed a comprehensive Water Resilience Strategy that is to be launched in mid-2021.
- B Resource consent for MDC's sole drinking water source, the Waingawa River expires in 2023. In order to maintain minimum river flows during dry periods, that are expected to increase under climate change, MDC's supply must revert to its stored water as well as impose water restrictions on consumers. MDC have approximately four days of storage (c. 60,000m<sup>3</sup>) at current demand (c. 13,000m<sup>3</sup> per day).
- C From 2024 onward MDC's stricter minimum flow consent conditions will most likely require water storage for at least 40 days of demand. MDC have planned and budgeted for a water storage upgrade (c. 420,000m<sup>3</sup>), within its 2021-32 Long Term Plan and will also be introducing water metering to manage consumer demand.
- D CDC's current water source strategy is to maximise ground water for the Carterton township potable supply. CDC has an interest in MDC's water take for the Waingawa Industrial Estate (**WIE**) potable supply, currently supplied via an MDC supply agreement that does not guarantee supply if MDC's needs preclude it.
- E SWDC have little use in urban areas and physical distance is seen as an issue; however, they do support the social, economic and environmental incentives stored water may bring to the catchment.
- F WWL is leading the Wakamoekau Community Water Storage Scheme project, a water storage and distribution scheme in the Wairarapa region (**WCWSS**). The WCWSS's likely location is adjacent to MDC's existing drinking water storage site near Kaituna. The WCWSS aims to use the region's land and water in ways that secure potable water, economic, environmental, cultural and social benefits for the Wairarapa. The WCWSS as currently designed, will supply a total of 20,000,000m<sup>3</sup> of stored water to the region. Allocating 15% to municipal drinking, c. 3,000,000m<sup>3</sup>, equivalent to c. 150 days of storage for municipal supply at current demand (2020).
- G Changes to national freshwater and environmental standards means that the WCWSS's previous consenting pathway of offsetting wetland loss to a 'no net loss' standard will likely be unsuccessful. Following recent discussions between WWL and Greater Wellington Regional Council the most likely consenting pathway for the WCWSS is to be considered "specified infrastructure" under the National Policy Statement for Freshwater 2020 and the



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Resource Management (National Environmental Standards for Freshwater) Regulations 2020.

- H Due to the narrowed consenting pathway for the WCWSS, the option of using it as a municipal supply to MDC is of limited time. If not explored as a formal option within the next 6 months, the option will lapse.

## OPERATIVE PROVISIONS

### 1 PURPOSE OF THIS MEMORANDUM OF UNDERSTANDING

- 1.1 The purpose of this MOU is two-staged:
- 1.1.1 Stage 1 - to establish a preferred way forward for a municipal water supply to MDC and therefore to CDC customers the WIE.
  - 1.1.2 Stage 2 - Conditional to the WCWSS being the preferred way forward from Stage 1, to establish an Agreement of Supply (**Agreement**) between the parties;

### 2 TERM

- 2.1 The term of this MOU is 12 months from the date it is signed by all parties (**Initial Term**), unless terminated in accordance with clause 7. The parties may agree to extend the term of this MOU following the Initial Term.

### 3 AMENDMENTS

- 3.1 In light of the pending reforms of the '3-waters' faced by drinking water providers, the parties agree to amend this MoU to include parties of significant interest and influence to the desired outcomes pursued by the parties, as well as incorporating the strategic objectives of additional parties, as and when necessary.

### 4 SHARED PRINCIPLES

- 4.1 The parties agree that the following shared principles (**Shared Principles**) govern how they will progress and meet their respective obligations under this MOU:
- 4.1.1 The parties will think and work together using methods and process that give decision-makers transparency and confidence.
  - 4.1.2 The parties will work collaboratively to achieve an optimal outcome for all parties.
  - 4.1.3 The parties shall maintain a 'no surprises' policy that keeps one another informed of both potentially contentious issues and issues that may have a significant impact on the current and ongoing operations of the parties.

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**5 STAGE 1 - ESTABLISHING A PREFERRED WAY FORWARD FOR A WATER MUNICIPAL SUPPLY TO MDC**

- 5.1 In line with the Shared Principles, the parties agree to facilitate progress towards identifying a preferred way forward for a municipal water supply to MDC:
- 5.1.1 That identifies a range of options to deliver MDC's water supply levels of service at the least whole of life costs for current and future generations.
  - 5.1.2 That short lists these options to a preferred way forward that mitigates MDC's risks of consenting, future demand, procurement, funding, affordability, management and operation for current and future generations.
  - 5.1.3 That does not exclusively include or preclude the WCWSS.

**6 STAGE 2 - ESTABLISHING AN AGREEMENT OF SUPPLY**

- 6.1 Conditional to the WCWSS being within the preferred way forward of Stage 1, the parties agree to facilitate progress towards establishing an Agreement of Supply in line with the Shared Principles, that:
- 6.1.1 A clear and certain commitment by WWL to supply water from the WCWSS to MDC water supply network (including to CDC customers WIE) should the WCWSS be established; and
  - 6.1.2 A reciprocal commitment on the part of MDC to take water from the WCWSS for that purpose.

**7 TERMINATION**

- 7.1 Any party may terminate its participation in this MOU by providing 30 days' written notice to the other parties. This MOU will terminate automatically if all but one party has given notice that it terminates its participation.

**8 NON-BINDING EFFECT AND NO PARTNERSHIP**

- 8.1 This MOU serves as an umbrella document between the parties indicating their intent to collaborate in relation to the WCWSS but is not legally binding on the parties in any way. Nothing in this MOU constitutes a joint venture or partnership between the parties.
- 8.2 This MOU may be superseded or supplemented by contractual arrangements agreed between the parties as the WCWSS is progressed.

**9 REPRESENTATIVES**

- 9.1 Each party agrees to appoint a representative to facilitate its participation in this MOU. The initial representatives are:

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**Wairarapa Water Limited**

Name: [Name]  
Address: [Address]  
Telephone: [Telephone]  
Email: [Email address]

**Masterton District Council**

Name: [Name]  
Address: [Address]  
Telephone: [Telephone]  
Email: [Email address]

**Carterton District Council**

Name: [Name]  
Address: [Address]  
Telephone: [Telephone]  
Email: [Email address]

**South Wairarapa District Council**

Name: [Name]  
Address: [Address]  
Telephone: [Telephone]  
Email: [Email address]

**10 COUNCILS AS REGULATORY AUTHORITIES**

10.1 Given the non-binding nature of this MOU, the parties acknowledge that:

- 10.1.1 nothing in this MOU will fetter or constrain the exercise of the rights, powers or duties of MDC, CDC or SWDC as territorial authorities (including, for the avoidance of doubt, the proper exercise of their regulatory functions); and
- 10.1.2 no party will be liable to any other for loss or damage suffered as a result of another party properly exercising its rights, powers or duties.

DRAFT  
MEMORANDUM OF Understanding

**EXECUTION AND DATE**

Date:

**Wairarapa Water Limited by:**

.....  
Signature of authorised person

.....  
Name of authorised person (print)

.....  
Office held

**Masterton District Council by:**

.....  
Signature of authorised person

.....  
Name of authorised person (print)

.....  
Office held

DRAFT  
MEMORANDUM OF Understanding

**Carterton District Council by:**

.....  
Signature of authorised person

.....  
Name of authorised person (print)

.....  
Office held

**South Wairarapa District Council by:**

.....  
Signature of authorised person

.....  
Name of authorised person (print)

.....  
Office held

DRAFT  
MEMORANDUM OF Understanding

**APPENDIX 1**

**Agreed minutes of meetings held 8 April 2020 between the parties**

DRAFT



## **7.7 LOCAL GOVERNMENT NEW ZEALAND ANNUAL GENERAL MEETING**

### **1. PURPOSE**

To seek approval for attendance at the 2021 Local Government New Zealand (LGNZ) Annual General Meeting (AGM) and authority for Council representatives to act as delegates at the AGM.

### **2. SIGNIFICANCE**

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### **3. BACKGROUND**

The 2021 LGNZ National Conference and AGM will be held in Marlborough from 15 to 17 July 2021. Carterton District Council is entitled to have a delegate at the AGM and must nominate:

- the Presiding Delegate (the person responsible for voting on behalf of the Council at AGM)
- one or more Alternate Delegates (person/s responsible for voting on behalf of the Council if the Presiding Delegate is absent from the AGM).

The AGM is held on the last day of the conference.

### **4. ATTENDEES AT THE AGM**

Traditionally the Council nominates the Mayor and Chief Executive to attend the AGM. With the departure of Chief Executive Jane Davis, this year the Deputy Mayor will be in attendance. Both the Mayor and Deputy Mayor are registered to attend the conference, and it would be appropriate that they are nominated to attend the AGM.

The Mayor is usually given the delegation to vote on behalf of the Council. As the Chief Executive will not be in attendance, it would be appropriate for the Deputy Mayor to be noted as the Alternative Delegate for the AGM.

### **5. CONSIDERATIONS**

#### **5.1 Climate change**

N/A

#### **5.2 Tāngata whenua**

N/A

**5.3 Financial impact**

N/A

**5.4 Community Engagement requirements**

N/A

**5.5 Risks**

N/A

**6. RECOMMENDATION**

That the Council:

1. **Receives** the report.
2. **Approves** the attendance of the Mayor and Deputy Mayor at the 2021 LGNZ Annual General Meeting.
3. **Nominates** Mayor Lang as the Presiding Delegate for voting on behalf of the Council at the 2021 LGNZ Annual General Meeting.
4. **Nominates** Rebecca Vergunst, Deputy Mayor, for voting on behalf of the Council at the 2021 LGNZ Annual General Meeting if Mayor Lang is absent from the Annual General Meeting.

**File Number:** 128061

**Author:** Blair King, Chief Executive

**Attachments:** Nil





## **7.8 CHANGE TO CHAIR OF INFRASTRUCTURE AND SERVICES COMMITTEE**

### **1. PURPOSE**

For the council to make a change to the chair of the Infrastructure and Services Committee.

### **2. SIGNIFICANCE**

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### **3. BACKGROUND**

The purpose of the Infrastructure and Services Committee is to provide oversight of the operations of the Council's roading, waters, solid waste, parks and Events Centre, through considering reports on relevant matters.

As the Committee does not have the authority to appoint its own chair, the Council needs to make that decision.

Current members include Cr Russell Keys (Chair), Cr Brian Deller (Deputy chair) and Councillors, Rob Stockley, Steve Cretney and Dale Williams.

### **4. DISCUSSION**

Section 41A of the Local Government Act 2002 outlines establishing Committees of Council and appointing Chairs for those Committees. I have discussed the Committee workload with the current Chair, and we have agreed we would request Council endorsement for the Deputy Chair to formally step up into the Chair role.

This means Cr Brian Deller would be appointed as Chair, and Cr Steve Cretney as Deputy Chair, and as Mayor, I will also attend meetings in my ex-officio role. Cr Russell Keys will remain on the Committee.

### **5. CONSIDERATIONS**

#### **5.1 Climate change**

N/A

#### **5.2 Tāngata whenua**

N/A

#### **5.3 Financial impact**

N/A

#### **5.4 Community Engagement requirements**

N/A

**5.5 Risks**

N/A

**6. RECOMMENDATION**

That the Council:

1. **Receives** the report.
2. **Agrees** to appoint Councillor Brian Deller as Chair of the Infrastructure and Services Committee and Councillor Steve Cretney as Deputy Chair.

**File Number:** 128236

**Author:** Greg Lang, Mayor

**Attachments:** Nil



## **7.9 2021 WATER RACE COMMITTEE ELECTION**

### **1. PURPOSE**

For the council to consider deferral of the election of ratepayer representatives on the Water Race Committee to 31 August 2021.

### **2. SIGNIFICANCE**

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### **3. BACKGROUND**

Under its terms of reference agreed by Council in November 2016, membership of the Water Race Committee comprises of three elected members, four community members elected by water race users, and additional co-opted members if required. The current term for the Water Race Committee will expire 30 June 2021.

### **4. DISCUSSION**

In the 2018 election cycle, the process under which nominations were sought was first agreed to by the Water Race Committee and then a recommendation for those procedures was sent to Council to adopt, and after this, nominations were then called for.

Due to the timing of scheduled meeting dates, it was proposed to the Committee that the term of the current committee members is extended by two months, to 31 August 2021, and the 2021 election process go straight to Council to agree on rather than it go through a formal committee stage and then an endorsement go to Council for the election to begin.

Cr B Deller (Chair of the Water Race Committee) has contacted all committee members to seek their support. There were no objections.

### **5. ELECTION PROCESS**

The process for the 2021 Water Race ratepayer election:

- |             |   |
|-------------|---|
| • 7 July    | Call for nominations from water race ratepayers |
| • 22 July   | Nominations close                               |
| • 2 August  | Voting papers distributed (if required)         |
| • 23 August | Voting closes – Election Day                    |
| • 24 August | Advise candidates and ratepayers of result      |

The next Water Race Committee Meeting is scheduled for 1 September 2021.  
The Electoral Officer is the Democratic Services Coordinator, Casey Spencer.  
The term will be for three years, with the next election in 2024.

## 6. CONSIDERATIONS

### 6.1 Climate change

Nothing reported in this paper is considered to have climate change implications.

### 6.2 Tāngata whenua

There are no decision implications for tāngata whenua.

### 6.3 Financial impact

Election costs are included within planned budgets. There are no further financial impacts.

### 6.4 Community Engagement requirements

No community engagement on this decision is required.

### 6.5 Risks

There are no identifiable risks associated with the decisions required in this report.

## 7. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Notes** the Water Race Committee Members have been consulted and are in agreeance with the term extension proposed for the current members, and the election process going directly to Council, rather than first through the Committee.
3. **Agrees** to extend the Water Race Committee term to 31 August 2021.
4. **Agrees** to the process for the 2021 Water Race ratepayer election:
  - 7 July Call for nominations from water race ratepayers
  - 22 July Nominations close
  - 2 August Voting papers distributed (if required)
  - 23 August Voting closes – Election Day
  - 24 August Advise candidates and ratepayers of result

**File Number:** 128170

**Author:** Kelly Vatselias, Corporate Services Manager

**Attachments:** Nil



## 7.10 WALKING FESTIVAL REPORT

### 1. PURPOSE

To receive the report into the 2021 Wairarapa Walking Festival and consider whether Carterton District Council will support this event to continue.

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### 3. BACKGROUND

At the 16 June 2021 Walking and Cycling Advisory Group meeting, Celia Wade-Brown presented a report on the 2021 Wairarapa Walking Festival. This event was conceived to be a Wairarapa wide event however the scope was narrowed due to COVID-19 restrictions. The Advisory Group received this report and thanked the organisers of the festival.

The 2021 Wairarapa Walking Festival was focused in Carterton District with nine different walks staged over three days. Living Streets Aotearoa sponsored the festival logo and was the umbrella organisation for the 2021 Festival. Carterton District Council supported this event by way of sponsorship towards advertising in the Carterton Crier.

### 4. DISCUSSION

The Walking and Cycling Advisory Group would like to see this event continue annually and grow to become a Wairarapa wide event in 2022. While there are plenty of places of interest to choose from within Carterton District, expanding to the whole of the Wairarapa will provide opportunities for more diverse walks. With regional scale there is the potential to attract a major sponsor and external funding. In future the event might be set up as a trust and gain charitable status.

A walking festival supports the following Carterton District Council community wellbeing outcomes:

- A caring community that is safe, healthy, and connected
- An environmentally responsible community committed to reducing our carbon footprint and adapting to the impacts of climate change
- Te Āo Māori/Māori aspirations and partnerships are valued and supported
- A community that embraces and encourages our cultural diversity and heritage

- A community that fosters and promotes our quirkiness and creativity

In 2021 the event was organised by a group of volunteers. There is no capacity within the volunteer group to grow the event beyond what was achieved in 2021. The Walking and Cycling Advisory Group would like Carterton District Council to consider supporting this event to grow by providing administrative and event management support.

## 5. CONSIDERATIONS

### 5.1 Climate change

A walking festival encourages non-motorised recreation. Many of the walks included an environmental aspect.

### 5.2 Tāngata whenua

The Māori cultural walk delivered in conjunction with Hurunui-o-Rangi Marae was very popular. There are good opportunities to tell Māori stories.

### 5.3 Financial impact

Staff time will be required to coordinate festival organisation.

### 5.4 Community Engagement requirements

Nil

### 5.5 Risks

Council must consider the needs of the whole community when deciding which events it will support.

## 6. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Requests** the Chief Executive investigate and report on potential for Carterton District Council to support the 2022 Wairarapa Walking Festival.

**File Number:** 128363

**Author:** Glenda Seville, Community Services Manager

**Attachments:** 1. Review of Wairarapa Walking Festival 2021 [↓](#)

**Overall review of Wairarapa Walking Festival 2021****Summary**

Over three days at the end of March 2021, nine different walks were held in the Carterton District. Participants seemed to enjoy the walks they chose. Leaders were reliable, well-organised and engaged the walkers well. All walks had a qualified First Aider in attendance. The weather was reasonable and the events publicised well within Carterton, with some coverage in the rest of the Wairarapa and Wellington. The administrative overhead was significant for a total of approximately 120 participants. Funding to support administration is available if there's a likely pathway to growth from outside the region. A modest increase in walks is recommended for 2022, with more ambitious reach depending on achieving funding for administration. While the administration was free, it needs streamlining for any increase in walks. While Covid-19 level did not impact on the event's success, it did add an overhead and a planning concern

The event was a successful proof of concept that shows several things:

People are interested in walks where they can learn something about the local history and culture or visit somewhere they don't usually go. Most of the walks can be replicated with minor changes in Masterton and South Wairarapa Districts.

There were plenty of places of interest to choose from within Carterton District. Expanding to the whole of the Wairarapa will give opportunities for more cultural, nature and private land walks. It could showcase regular paid walks such as Kawakawa Station walks.

Given the success of bigger NZ walking festivals with over 50 different walks and significant charges, there is considerable room for expansion. Volunteers were willing to lead walks in their specialist area and we could put out a call for further hosts. A limiting factor could be how many qualified first-aiders are available as our experience shows their presence is essential.

Decisions on who will lead this Festival, manage its growth, seek sponsors and funding, and its governance, will be necessary by August 2021. I recommend there is a Trust set up and the 2022 Festival expands to include a further dozen walks with some paid and some free. This could be over an extended period of nine days so people come to the region for longer and we don't clash with our own walks! Liaising with KaPai Carterton and Volunteer Wairarapa will inform planning.

## 1. Goals

Goals set for 2021	Results for 2021	Recommendations for 2022
<b>More people of all ages enjoying walking in Carterton</b>	<p>Most participants are already walkers but they were encouraged to explore and extend themselves.</p> <p>There was a good range of ages. The ethnic mix reflected the Wairarapa's demographics.</p> <p>One 70+ participant on the streambed walk said "That was such fun, I haven't paddled in a stream since I was a child!"</p>	<p>Diversity can be maintained but gross numbers will be limited. Possibly the promotion of the walks and walking in general will encourage more people to walk at other times but this is hard to measure.</p> <p>We could consider a strong focus on inclusivity e.g. rainbow youth.</p> <p>Replace with: <i>More people of all ages enjoying walking in the Wairarapa.</i></p>
<b>Objectives:</b>		
Local people get out for healthy exercise – annual promotion to increase regular walking	Most of the participants were from the Wairarapa but it was unclear how many walked regularly.	Possibly include registration question regarding regular walking. Recent national survey suggests that 68% of people walk at least once a week.
Local people find out more about range of walks and routes	Many said they'd never been all the way up the Mangatarere Valley before, for example.	Include new places e.g. Rewa Bush as well as popular walks.
Locals and visitors learn more about Māori heritage	The Māori Cultural Walk had more registrations than any other walk.	Repeat the Hurunui/Carters walk plus discuss with Kahungunu and Rangitane to add Papawai and Te Oreore , NB need to consider tangi
Locals and visitors learn more about natural world (identifying plants and birds)	Fensham at Dusk was successful, as was the Mangatāre Streambed walk. Participants were happy to share their knowledge.	Include different habitats including coastal, eel feeding and bird walks e.g. Rakau Cabins.
Local economic diversification with domestic tourists in 2021 and overseas in future	Only a couple came from out of the Wairarapa area but the Festival wasn't promoted extensively nationally.	NZers really enjoy walking so using the Walking Magazine and other comms can make a difference. Including the paid walks (see below) will promote the local economy.
Increase networks in Carterton	Hosts enjoyed meeting each other, the organising committee and Mayor Greg at an informal event at Balter.	Have a launch of the programme in November e.g. at Aratoi and a large first walk event on the first Friday of the Festival.



	Participants included both people who were long-time Wairarapa residents and those who had moved over in the last five years. Everyone met someone new.	Adding some social events e.g. a Cobblestones High Tea to a Greytown Historic Walk would be good to connect people.  <i>Change to: Increase social cohesion by connecting newcomers with established residents in the Wairarapa.</i>
Cooperation with other events in Wairarapa calendar (Wings over Wairarapa, Balloons, Golden Shears, Garden Tour etc) to maximise value of stay and minimise clashes	We avoided clashing with any big Wairarapa events but it was the same weekend as CubaDupa in Wellington.	Continue to liaise with Destination Wairarapa on exact dates of other events but stake a claim to the end of March.  A longer Festival will possibly clash at some point but offer more choices.
Cooperation with other walking Festivals in Aotearoa New Zealand e.g. Manawatū, Waiheke	We didn't clash with other walking festivals. Some festival organisers have been more inclined/able to share data than others.	Continue to observe other Festival and connect with e.g. Manawatū and Christchurch.  If organisers can attend some other ones they will be able to share more detail.
Cooperation with GWRC Movin' March to include school students	There were no walks specifically for school students.  Some teenagers came with parents on the Streambed Walk and some younger children joined in the Walk with Wheels.	Work with colleges, intermediate and primary schools to encourage them to organise walks, scavenger hunts or street audits where Council may be considering improvements. Have at least one weekend event more specifically for young people, led by a young person, possibly through the Wairarapa Youth Council.  Liaise with GW staff earlier to plan and promote e.g. counting walkers to school.  <i>Change to Have at least one youth-led walking event.</i>
Cooperation with Biketober to promote active transport and leisure	Ensuring the events are six months apart is probably as helpful as anything!	Stick to March.
Maximise use of public transport to access walking opportunities	No walks from stations were organised but we modified the start time of the Urban Art Walk to enable commuters to attend.	Sponsorship from Metlink or Transit would help.  Suggest at least one walk at the weekend connects with train to/from Wellington.

<p>Address health and safety of participants and hosts</p>	<p>All walks had at least one First Aider in attendance.</p> <p>We assessed and mitigated risks (e.g. carrying a PLB when out of cellphone coverage, bringing a canine first-aid kit) and defined situations where walks would need to be cancelled or modified.</p> <p>One person's fainting was well dealt with as were other minor episodes.</p> <p>A session with the Hi-Viz consultant was excellent but later than ideal due to Covid-19 rescheduling. This was provided by Destination Wairarapa for several Events Organisers.</p>	<p>Work through overall H&amp;S using specific H&amp;S for organisers and hosts earlier in the planning using a risk matrix, re-evaluation of residual risk and the hierarchy of control.</p> <p>Prepare a separate document for each walk rather than combining with the description and other details.</p>
<p>Trial to learn in advance of a bigger festival in 2022</p>	<p>Nine varied walks were enough to learn the administrative, Health and safety and promotional issues.</p> <p>The core group was very engaged but work pressures meant some absence.</p> <p>More than nine walks is not easily managed by a volunteer group where they all have other commitments.</p> <p>The Wairarapa is quite big enough and distinct to have its own Walking Festival. If Wellington also began one, a different time of year would be best.</p>	<p>Suggest expansion is modest in 2022, perhaps to five days, and nine days in 2023.</p> <p>Consider expanding just to Masterton in 2022 and including South Wairarapa in 2023.</p> <p>Meet with Whareama, Tora, Kawakawa and any other private walking tours to see how we can work together.</p> <p>Discuss with KaPai Carterton, Destination Wairarapa, Sport Wellington and Volunteer Wairarapa who might be available.</p> <p>Meet with potential sponsors, MDC and SWDC.</p> <p>Approach Rotary and Lions.</p> <p>Set up a Wairarapa Walking Festival Trust.</p> <p>Encourage a national network of Walking Festivals.</p>

## 2. Administration

### a. Planning file

This was a form to be filled by walk leaders together with the organising committee, with a template including health and safety. It really helped focus on all the information we needed to prepare.

### b. FB page and nine Events

Each event had both a description on FB and these became out of synch. Ensuring the description, start time, length of walk etc is extracted from the planning file and copied across to both FB event and Eventfinda page is important. Two people per walk plus an overall administrator should have access to all these.

### c. Eventfinda

Because the events were free, Eventfinda was free. If one person buys four tickets, there is only data on the individual for the door-list. The Covid questions provided more data but extraction was a manual process not recommended. The door-list is only produced when registration closes so requires the walk leader/co-ordinator to print just before the walk. We experimented with closing registration earlier, e.g. for the Dog Walk but this resulted in more queries through FB and email so is not recommended.

### d. Online registration.

Some people don't use Facebook. They can still access the event even if they don't have their own FB account. Some people struggled with the registration process. Some people booked several tickets but didn't show. Suggest a maximum number of tickets to be booked per person (2). Rather than providing a parallel paper-based system with complexities about whether a walk is full or not, after discussion with Events staff, suggest that libraries and i-site staff are fine to help people with registration if they can't make it work themselves. To limit people turning up on spec we COULD just have detailed address on Eventfinda information and just the general information on FB Event (date and summary only) with a link through to Eventfinda.

### e. Website

Several walking festivals have their own website in addition to using FB and Eventfinda. Some offer the complete programme of walks as a pdf to download. This would be attractive if we have significant sponsorship but there is a danger of data becoming out of sync between even more places.

## 3. Attendance and Administration

#	Title	Day/Time	Registered	Attended	FB(G,I)	Max	Organisation
1	<b>Walking with Wheels</b>	Fri am	0	6?	4, 5	40	KaPai Carterton
2	<b>Carterton Historical</b>	Fri pm	25	25	7, 19	25	CD Historical
3	<b>Urban Art Walk</b>	Fri eve	5	10	3, 12	25	-
4	<b>Intro to Tramping</b>	Sat am	6	3	1, 11	20	Masterton TC
5	<b>Māori Cultural</b>	Sat pm	35	31	10, 23	50	Kahungunu
6	<b>Rural Dog Walk</b>	Sat pm	13	16	7, 17	30	Little Wolfe
7	<b>Fensham at Dusk</b>	Sat eve	20	22	4, 13	40	Forest&Bird
8	<b>Mt Dick Fitness</b>	Sun am	13	15?	6, 14	40	Thrive Community
9	<b>Mangatāre Streambed</b>	Sun pm	17	23	4, 20	30	-

The attendance sheets showed that some registered didn't turn up (a minority) and some just came on the day. Fortunately, none exceeded the maximum in the end, so no-one was turned away. Most were fine to leave their contact phone and email and will soon be sent the survey.

At the beginning of March (before Crier and Midweek) there were only registrations for two walks: Historical Walk – 3 people and Māori Cultural Walk – 4 people. The Covid-19 situation may have made people hesitant or they only heard about the

Festival later, or they were waiting to decide once there was a weather forecast. Some “it’s selling out” media may shift people’s decisions earlier.

Comms with attendees was necessary when the time changed (and fairly easy), some people treble-booked, some had difficulties getting from Facebook to Eventfinda, or didn’t have online access at home. It wasn’t made clear whether leaders should register. They haven’t been counted as attendees. All walks had one host/leader and one from the organising committee or a substitute.

Amount of administration e.g. XFR from Eventfinda to Attendance (use doorlist even though it only has purchasers details). Setting a cut-off earlier than the standard one hour before the event created more work as it increased inquiries. Changes from the original plan were complex as the Crier had gone to print. The best way to mitigate changes is to get the walks all agreed, including checking daylight saving, and noted down on the template before the FB, Eventfinda and any media are created so the words can be cut and pasted as far as possible. I recommend agreeing all the 2022 walks between August and mid-November 2021 as people are hard to contact in December, January and February.

After the initial CDC W&C meeting we met about five times before and once after. Ash said he spent 6-8 hours time. I had at least that for the nine walks, including learning how Eventfinda works – their support staff were quite helpful. There were many channels – phone, email, FB. Need to ensure there is someone available to answer phone/email etc if walk leader is out of coverage.

The logo was paid for by a grant from Living Streets Aotearoa and can be used again without charge or cost.

Smaller groups within the walks were organised by a couple of leaders and a further suggestion about smaller groups was made. This would mean more hosts which may be challenging but could be reassuring for some leaders. Where a walk is led by a group e.g. Historical Society or Tramping Club, they should be encouraged to bring a colleague..

#### 4. Media and Comms

- a. Mainstream media: Midweek, WTA, Crier x 2, MediaWorks x 2, Arrow Radio, Regional News
- b. Social media: promotion by Living Streets, Wellington Tracks and Trails and Destination Wairarapa
- c. Survey Questions: Eight questions set up, after feedback (Rob, Rebecca, Ash, Kylie plus Erin) will send to participants whose email we have. <https://www.surveymonkey.com/r/CZVBQTF>

#### 5. Access for people with disabilities and diversities

- a. Separate 1 x Focus on accessible for disabilities walk plus 1 x Buggy walk to replace WwW? We could approach Matt Wills who is a local disabilities rep and DJ on Arrow FM (does a programme called Wheels on Fire). Matt would happily interview someone about the Festival and pass on details through his network. <https://www.arrowfm.co.nz/programmes/show/48/wheels-on-fire/>
- b. Interestingly, a man who was blind came on the quite challenging Rural Dog Walk with his guide dog and they were very adept at such an off-road excursion, including a stream crossing. We mustn’t underestimate people’s competence. We could work with IHC /IDEA Services in Masterton to co-create a walk that was of interest to people with intellectual disabilities and their carers or invite and integrate into the general walks as preferred. Perhaps other marginalised groups should be considered for a specific invitation.

## 6. Spreading our wings for 2022 and beyond

### **2022 – who's in? KaPai, Thrive Community**

At our post-Festival review meeting we had a high level discussion of 2022, including grant applications for administration, group sizes. Cimone from KaPai Carterton is keen on being involved.

### **Free or cost?**

I recommend we have a charge for most walks of \$10 with a sampler of free ones (one in each Council area, possibly the Māori Cultural ones as they are such a priority in increasing understanding). The Bay of Islands walks are often \$35 each. We can't charge for walks on DoC land either – though we could charge for transport to them. If we had charged \$10 per walk we would have received something like \$800 (if the Māori Cultural Walk was free). This would help with advertising. If we charged a bit more for some walks we could donate some to a local charity e.g. Wairarapa Winter Jackets. This could vary from walk to walk.

### **Sponsorship**

Living Streets Aotearoa (\$s for logo) and CDC (\$s for ad in Crier) were the only sponsors for the inaugural event. Others did publicise the event. Bay of Islands and Waiheke Walking Festivals both have Ray White Real Estate as a sponsor so we could usefully approach Ray White Masterton. Destination Wairarapa and WellingtonNZ.com could help if we can show a pathway to attracting domestic tourism from the rest of the country. Manawatū Festival has buses to all destinations (see Transport) and sponsorship from their Regional and City Councils.

### **Transport**

Both Bay of Islands and Manawatū Festivals have a central start point and public transport to all their walks. Given the size of the Wairarapa and the spread of our walks, we could possibly offer a couple of buses to Aorangi, the coast and Holdsworth but most need people to get themselves there. A weekend walk starting from each railway station at a time the train/ buses get there is also an option. Unfortunately, the timetable is such that it's a challenge to create an appropriate length walk to return at a suitable time for the return train. A rural station such as Matarawa has a lot of roadside walking until you get to , say, Waiohine, but it's a possibility.

### **Personal commitment**

The 2021 Wairarapa Walking Festival was a great way to engage in the community. I'm willing to lead a couple of walks and remain on a governance group (if there is administrative support found) but work and personal commitments mean I am not able to lead the group into 2022. We need a professional event organiser to as well as locally knowledgeable people. I really enjoyed my involvement but do not currently have the capacity to engage with sponsors, other Councils nor new lead groups.

### **Governance**

While Living Streets agreed to be an umbrella organisation for the first year, if we continue, a Trust should be set up, with its own bank account and charitable status. There are tourism, health and cultural reasons to promote walking and it would be great to get some of these on board.

If we want to link with health organisations, more walking is highly relevant for mental and physical wellbeing e.g. depression, bowel health, osteoporosis and diabetes, to name a few.

## Links for other Walking Festivals in Aotearoa New Zealand

Location/Link	Time of Year	Length (days)	Walks	Free/cost
<a href="#">Bay of Islands</a>	October	3	22	Cheapest \$10 with u16 free
<a href="#">Waiheke</a>	N	18	55+	Many free
<a href="#">Manawatū</a>	Early March	3	11	\$5 plus
<a href="#">Christchurch</a>	April/May		50+	Free, probably Council-run

[Rotorua](#) and [Whangārei](#) Walking or Run/Walk Festivals are mainly competitive timed events. I recommend we leave these to the WaiRunFest and various Marathons organised in the Wairarapa. There is also the regular Park Run along the Woodside/Greytown Trail. We may be able to share the Wairarapa Walking Festival through their channels.

**In conclusion, we achieved our goals and showed an exciting future is possible for the Wairarapa Walking Festival.**

*Thanks for the support from all the organisers and participants!*

*Celia Wade-Brown*



## 7.11 ELECTED REPRESENTATIVE ACCOUNTABILITY REPORT

### 1. PURPOSE

To provide a report on elected members' activities since the last Council meeting.

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### 3. BACKGROUND

Every eight weeks the elected members have the opportunity to update the activities they are involved with and activities carried out in their official capacity for the Council and the community.

### 4. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Notes** the elected members' activities.

**File Number:** 128165

**Author:** Greg Lang, Mayor

**Attachments:**

1. Mayor Lang's Report [↓](#)
2. Deputy Mayor Vergunst's Report [↓](#)
3. Cr Cherry-Campbell's Report [↓](#)
4. Cr Cretney's Report [↓](#)
5. Cr Deller's Report [↓](#)
6. Cr Greathead's Report [↓](#)
7. Cr Stockley's Report [↓](#)
8. Cr William's Report [↓](#)



## Elected Member Report for Ordinary Council Meetings

<b>Elected Member:</b> Greg Lang	<b>Portfolio Lead:</b> Mayor
<b>For the period:</b> 10 May 2021 to 18 June 2021	

### Community Activities attended:

1. Individual meetings with community members and groups on ideas, proposals and issues.
2. AGM's, functions, events and fundraisers for Regional and Carterton organisations, businesses and community groups.

### Workstreams:

1. Task Force for the Town Centre.
2. Gladstone Project.
3. Long Term Plan
4. Five Towns Trail Project.
5. Mayors Task Force for Jobs Programme.
6. Tuia Leadership Programme.
7. Charles Rooking Carter Awards
8. CE Recruitment



**Meetings/Items of relevance to CDC:**

1. CDC Advisory Group meetings: – Economic Development - Place Making – Arts Culture and Heritage.
2. CDC meetings: – Ordinary – Policy & Strategy – Audit & Risk – Water Race – Wastewater Treatment Plant Upgrade Governance. Infrastructure and Services.
3. Wellington Regional meetings: Zone 4 workshop for Future for Local Government project - Wellington Regional Leadership Committee - Regional Transport Committee meeting.
4. Wairarapa meetings: Economic Development Strategy - including subsidiary meetings - Wairarapa Trails Action Group - Wairarapa Combined Council forum - HOR Trust meeting.
5. Central Governments proposed Three Waters Reform programme – attended workshops, meetings, and webinars.
6. LGNZ Rural and Provincial section meeting.



## Elected Member Report for Ordinary Council Meeting

<b>Elected Member:</b> Rebecca Vergunst	<b>Portfolio Lead:</b> Policy & Housing
<b>For the period:</b> 10 May 2021 to 14 June 2021	

### Community Activities attended:

1. Water Resilience in the Wairarapa, hosted by the Greens
2. Ka Pai Carterton & The Village Youth Week Event
3. Go Carterton Social at TeePee Cider

### Workstreams:

1. **Housing:** The CDC draft Housing Action Plan is almost complete and will be available for public feedback in the next month or so. The CDC Urban Growth Plan is currently being updated to reflect feedback raised during the engagement period - this will be on our next P&S Committee agenda. The LTP process has identified the need to review our Financial/ Development Contributions policy, to reduce the reliance on rates for new infrastructure related to growth.
2. **CDC & SWDC Speed Review:** I am part of a working group tasked with reviewing speeds (local bylaws) across CDC & SWDC. This will be the last time this process happens, as the govt is moving to a new model for setting speeds. We are currently developing a draft proposal to take back to the two councils. Current items of interest include speeds outside schools, consistent speeds in line with Waka Kotahi guidelines & SH2 changes, gravel road speeds, and areas with incidents of deaths or serious injury.
3. **Carterton Pool Slide:** I have been working with Molly and CDC staff to look at some possible outdoor slide options. It is quite hard to find a safety compliant slide, within NZ/AU, and within our budget! We are narrowing it down however. Molly is coming up with in-school fund-raising ideas with her friends and is also presenting at the upcoming Ka Pai Soup event. We will also be launching some more community led fundraising once a suitable slide has been identified.

**Meetings/Items of relevance to CDC:**

1. Audit and Risk Committee Meeting
2. CE Recruitment Committee meetings and interviews
3. Ka Pai Carterton Carrington Park Workshops with WSP and community members
4. Creative Communities Grants allocation meeting
5. Wairarapa Combined Council Forum
6. Policy & Strategy Committee Meeting
7. Council Workshops
8. Mayors Town Center Taskforce Meeting
9. Rural & Provincial Sector Meeting in Wellington

Please get in touch if you want more information on any of the items listed.



## Elected Member Report for Ordinary Council Meetings

<b>Elected Member:</b> Robyn Cherry-Campbell	<b>Portfolio Lead:</b> Finance / Economic Development
<b>For the period:</b> 7 May to 14 June 2021	

### Community Activities:

1. Meetings with Business & Building Owners relating to Town Centre revitalisation
2. CE Farewell

### Workstreams:

1. Wairarapa Combined District Plan Review
2. CE Recruitment
3. Mayor's Task Force – Carterton Town Centre revitalisation/economic development
4. Three Waters Reform

### Meetings/Items of relevance to CDC:

1. CDC Ordinary Council Meeting
2. Committee Meetings: Audit & Risk; Water Race; Infrastructure & Services; Policy & Strategy; Wairarapa Combined District Plan
3. Economic Development meeting with representative from Waingawa Industrial
4. Wairarapa Combined Councils Forum Meeting
5. Waste-Water Treatment Plant Governance Group Meetings
6. Workshop
7. Elected Members Governance Sessions



## Elected Member Report for Ordinary Council Meetings

<b>Elected Member:</b> Steve Cretney	<b>Portfolio Lead:</b> Sport & Recreation Arts, Culture & Heritage
<b>For the period:</b> 11 <sup>th</sup> May – 15 <sup>th</sup> June	

### Community Activities attended:

1. Wairarapa Water Resilience
2. Wairarapa Model Railway Exhibition
3. Ka Pai – Carrington Park Creative Workshop
4. The Sweet Caroline Tour – A Tribute to Neil Diamond
5. Carterton Central Lions Bubbly Breakfast
6. Ka Pai - Youth Week - The Village
7. Ka Pai – Final Workshop on Carrington Park Upgrade

### Workstreams:

1. Arts, Culture & Heritage Advisory Group
2. Wairarapa Climate Change Working Group
3. Mangatarere Catchment Plan Project Plan
4. Wastewater Treatment Plant Governance
5. R2R Trustee's Meeting – Raffle Fundraiser

### Meetings/Items of relevance to CDC:

1. Carterton District Council – Councillor Governance Sessions
2. Carterton District Council Ordinary Meeting – May 12th
3. Audit & Risk Committee Meeting – May 12th
4. Wastewater Treatment Plant Governance Group – Fortnightly Meetings
5. Mangatāre Catchment Plan Project Team – Fortnightly meetings
6. Wellington Region Climate Change Working Group

7. Wairarapa Climate Caucus Group – Fortnightly Meetings
8. Wairarapa Combined Council Forum
9. Wairarapa Library Service Committee Meeting
10. Policy & Strategy Committee Meeting
11. Infrastructure & Services Committee Meeting
12. Council Workshops



## Elected Member Report for Ordinary Council Meetings

<b>Elected Member:</b> Brian Deller	<b>Portfolio Lead:</b> Rural
<b>For the period:</b> 10 May 2021 to 16 June 2021	

### Community Activities attended:

1. Water Resilience Meeting
2. Baker Ag Rural industry Update meeting
3. JP service desk

### Workstreams:

1. Water Race committee workshop
2. Parkvale catchment group meeting

### Meetings / Items of relevance to CDC:

1. Audit and risk meeting
2. Council meeting
3. Policy and strategy meeting
4. Infrastructure and services meeting



## Elected Member Report for Ordinary Council Meetings

<b>Elected Member:</b> Jill Greathead	<b>Portfolio Lead:</b> Climate Change and Environment
<b>For the period:</b> 10 May to 16 June 2021	

### Community Activities attended

1. Water Resilience Event hosted by the Green Party at CEC – 10/5/21
2. Chat with the Keas Scout Group at CEC - 10/05/21
3. Catchment Communities Hui at Old Courthouse – 11/5/21
4. Wairarapa A&P Society AGM – as a member – 13/5/21
5. Carterton Crier Delivery Team of 50 residents 'Get -together to meet Paul Dykes (Crier Editor) and Renata Balfour (Crier Distribution Co-ordinator) – 16/5/21
6. Meet with Andrew Reid, Chief Operating Officer of Composting New Zealand to discuss opportunities to recycle GIB locally to start minimising our C&D Waste
7. Carter Court Executive Meeting – 25/5/21
8. Science of Water Event at CEC – 26/5/21
9. Go Carterton Social – visiting Tee Pee Cider on Dalefield Road – 27/5/21
10. Water Resilience Strategy with Dame Margaret Bazley at CEC – 3/6/21
11. Neighbourhood Support event in the Ruminants group – 6/6/21
12. Waiohine Action Group (WAG) Community Meeting at SW Working Men's Club – 10/6/21

### Workstreams:

1. Mangatarere Catchment Plan Project Team Field Trip – 13/5/21
2. Mangatarere Catchment Plan Project Hui – 27/5/21, 10/6/21, 15/6/21
3. Waste Forum – Wellington Region – C&D Waste – 21/5/21
4. Wairarapa Climate Caucus Zoom Meetings – 3/6/21, 14/6/21
5. Wellington Regional Climate Change Working Group – at Upper Hutt CC – 4/6/21
6. Place Making Advisory Group – 16/6/21



**Meetings / Items of relevance to CDC:**

1. Ordinary Council meeting – 12/5/21
2. Audit and Risk Committee Meeting (in attendance) – 12/5/21
3. Farewell to outgoing CE Jane David – Old Courthouse – 13/5/21
4. Water Race Meeting – 19/5/21
5. Governance Meeting – 19/5/21, 9/6/21,
6. Wairarapa Combined Council Forum hosted by GWRC at Carterton Events Centre
7. Council Workshop – 26/5/21,
8. Infrastructure and Services Meeting – in attendance – 2/6/21
9. Policy and Strategy Meeting – 2/6/21
10. Wairarapa Safer Community Trust (WSCT) Board meeting – 8/6/21
11. Wellington Regional Waste Minimisation and Management Plan (WRWMMP) Joint Committee – 14/6/21



## Elected Member Report for Ordinary Council Meetings

<b>Elected Member:</b> Rob Stockley	<b>Portfolio Lead:</b> Community Development Community Engagement
<b>For the period:</b> 7 May 2021 to 16 June 2021	

### Community Activities attended:

1. Go Carterton Business Catchup
2. Opened CAS North Island Championships, for Mayor
3. Attended Powhiri for Wellington District Māori Responsiveness Manager – Inspector Robert Rutene, for Mayor

### Workstreams:

1. Combined District Plan Joint Committee – May meeting
2. Long Term Plan – submissions hearings and deliberations
3. Walking and Cycling Advisory Group

### Meetings/Items of relevance to CDC:

1. Water resilience, storage and utilisation – Presentation by Wairarapa Greens
2. Kapai Carterton Carrington Park Workshop with WSP
3. Wairarapa Combined Council Forum
4. Water Science Hui via Facebook.
5. Wairarapa Trails Action Group – Wairarapa Trails Masterplan
6. Wellington Region Waste Management and Minimisation Plan Joint Committee



## Elected Member Report for Ordinary Council Meetings

<b>Elected Member:</b> Dale Williams	<b>Portfolio Lead:</b>
<b>For the period:</b> 10 May 2021 to 16 June 2021	

### Community Activities attended:

1. Village documentary launch
2. JP duty library
3. Kapai Carterton Carrington Park afternoon tea and consultation
4. Friendship Group meeting
5. Carterton football club old timer's day

### Workstreams:

1. CE appointment
2. Y2WW – JNL and Cabernet site visits
3. Partnership Agreement event
4. Wairarapa Skills Leadership Group

### Meetings / Items of relevance to CDC:

1. Meeting with business owners and Mayor in Ballinger Place re access/parking
2. Wairarapa Combined Council meeting



## 7.12 LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT REQUESTS

### 1. PURPOSE

To inform the Council of the number of requests under the Local Government Official Information and Meetings Act (LGOIMA) 1987 received between 7 May 2021 and 21 June 2021.

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### 3. BACKGROUND

The Local Government Information and Meetings Act (LGOIMA) allows people to request official information held by local government agencies. It contains rules of how such requests should be handled and provides a right to complain to the Ombudsman in certain situations. The LGOIMA also has provisions governing the conduct of meetings.

The purpose of the Act is to increase the availability of official information held by agencies and promote the open and public transaction of business at meetings.

The purpose of LGOIMA are specified in Section 4:

#### 4 Purposes

*The purposes of this Act are, consistently with the principle of the Executive Government's responsibility to Parliament, -*

*(a) to increase progressively the availability of official information to the people of New Zealand in order -*

*(i) to enable their more effective participation in the making and administration of law and policies; and*

*(ii) to promote the accountability of Ministers of the Crown and officials, -*

*And thereby to enhance respect for the law and to promote the good government of New Zealand:*

*(b) to provide for proper access by each person to official information relating to that person:*

*(c) to protect official information to the extent consistent with the public interest and the preservation of personal privacy.*

The information is not limited to documentary material, and includes material held in any format such as:

- written documents, reports, memoranda, letter, notes, emails and draft documents
- non-written documentary information, such as material stored on or generated by computers, including databases, video or tape recordings
- information, which is known to an agency, but which has not yet been recorded in writing or otherwise (including knowledge of a particular matter held by an officer, employee or member of an agency in their official capacity)
- documents and manuals which set out the policies, principles, rules or guidelines for decision making by an agency
- the reasons for any decisions that have been made about a person.

It doesn't matter where the information originated or is currently located, if it is held by the council it must be provided if requested, unless there is reason to withhold the information, as specified in Section 7:

#### **7 Other reasons for withholding official information**

*(1) Where this section applies, good reason*

*for withholding official information exists, for the purpose of [section 5](#), unless, in the circumstances of the particular case, the withholding of that information is outweighed by other considerations which render it desirable, in the public interest, to make that information available.*

*(2) Subject to [sections 6](#), [8](#), and [17](#), this section applies if, and only if, the withholding of the information is necessary to—*

- (a) protect the privacy of natural persons, including that of deceased natural persons; or*
- (b) protect information where the making available of the information-*
  - (i) would disclose a trade secret; or*
  - (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information; or*
- (ba) in the case only of an application for a resource consent, or water conservation order, or a requirement for a designation or heritage order, under the [Resource Management Act 1991](#), to avoid serious offence to tikanga Maori, or to avoid the disclosure of the location of waahi tapu; or*
- (c) 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-*
  - (i) 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; or*
  - (ii) would be likely otherwise to damage the public interest; or*

- (d) avoid prejudice to measures protecting the health or safety of members of the public; or*
- (e) avoid prejudice to measures that prevent or mitigate material loss to members of the public; or*
- (f) maintain the effective conduct of public affairs through—*
  - (i) the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom [section 2\(5\)](#) applies, in the course of their duty; or*
  - (ii) the protection of such members, officers, employees, and persons from improper pressure or harassment; or*
- (g) maintain legal professional privilege; or*
- (h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or*
  - (i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or*
  - (j) prevent the disclosure or use of official information for improper gain or improper advantage.*

Councils must respond to a requester 'as soon as reasonably practicable' and no later than 20 working days after the day on which the request was received. At Carterton District Council we acknowledge receipt of the request within the first working day. We respond promptly to requests and generally well ahead of the 20 working days.

Where a person requesting the information indicates urgency, we normally prioritise our response ahead of other work. This mainly relates to requests from the Media. Note: not all media requests for information are treated as LGOIMA requests.

All requests are recorded in a register and saved in Magiq Documents.

#### **4. REPORTING LGOIMA REQUESTS TO COUNCIL**

**Attachment 1** contains the requests received from 7 May 2021 to 21 June 2021.

Included is the subject of the request, the response time and the number of requests over the period. As at 21 June 2021, we have 11 open requests.

During this period a complaint was made to the Ombudsman. An individual considers the response to the LGOIMA request was incomplete. The individual requested full cost breakdowns of the Wastewater Treatment Plant and believes the response does not directly provide the information requested. The investigation is still in progress.

#### **5. CONSIDERATIONS**

##### **5.1 Climate change**

n/a

**5.2 Tāngata whenua**

n/a

**5.3 Financial impact**

There is no financial impact.

**5.4 Community Engagement requirements**

There are no community engagement requirements.

**5.5 Risks**

Nil.

**6. RECOMMENDATION**

That the Council:

1. **Receives** the report.

**File Number:** 128166

**Author:** Blair King, Chief Executive

**Attachments:** 1. LGOIMA Requests received between 7 May - 21 June 2021 [↓](#)

Requests Received	Responses to requests	Requests resulting in a complaint to ombudsman	Average number of working days to respond
20	9	1	13.4

Date Received	Organisation	Subject	Working Days to respond	Total per month
20-Apr-21		<p>In regard to the Waste Water Treatment Plant upgrade</p> <ol style="list-style-type: none"> <li>1. A full financial cost breakdown (incurred and projected) inclusive of the initial consent acquisition process and subsequent Stages 1, 2, 3 through to commissioning of the plant, including all physical works cost variations (as advised to the project governance team).</li> <li>2. The projected completion date, allowing for commissioning &amp; testing.</li> <li>3. The projected annual ongoing running costs to run the Waste Water Treatment Plant.</li> </ol> <p>Given that these issues have been well underway for some years and should have been completed, I assume that information is readily available as they undoubtedly formed part of the Council's decision-making process.</p> <p>There is some urgency in receipt of this information as I wish to have it available to me before submissions close on the Draft 10 Year Plan.</p>	24	
12-May-21		<p>In the agenda for 12 May 2021 is the Climate Change Strategy and Action Plan. on page 527 of the agenda it states that "The Carbon Reduction Policy and guidelines were shared with managers..."</p> <p>Please supply a copy of the Carbon Reduction policy and guidelines.</p>	6	
17-May-21		<p>Please provide me with the following information: 1. the Council's current Procurement Policy 2. the proposed "sustainable procurement" requirements for the Procurement Policy, as referenced in the Climate Strategy.</p>	18	
17-May-21		<p>Please provide the following information referred to in the updated Climate Change Strategy presented to Council on 12 May 2021:</p> <ol style="list-style-type: none"> <li>1. the Carbon Reduction Policy</li> <li>2. guidance provided on the Carbon Reduction Policy</li> <li>3. to whom was this guidance provided?</li> <li>4. guidance provided to staff to help them complete the climate change component in Council reports</li> </ol>	13	
17-May-21		<p>Please provide the 23 responses to LGOIMA requests, as reported to Council on 12 May 2021 (pp 578 ff of the meeting Agenda).</p>	19	
20-May-21	Critic Te Arohi	<p>I am writing to request information pertaining to the usage of psychometric testing under the LGOIMA.</p> <p>Specifically I would like to request the following:</p> <ol style="list-style-type: none"> <li>1) The details of any psychometric testing undertaken as part of staff recruitment, training, resourcing or outsourcing — including as undertaken by outside recruitment firms. <ol style="list-style-type: none"> <li>1a) Details including: the types of psychometric test undertaken; copies of the test(s) themselves; statistical distributions of results; information about the staff tested broken down by role, and including designation decisions made upon receipt of the tests; &amp; organisational guidelines and communication pertaining to the analysis of results.</li> <li>1b) Names of all and any companies used to provide psychometric testing, including subcontractors used by outsourced recruitment agencies.</li> </ol> </li> <li>2) All documents and communications pertaining to: decisions made to introduce or modify psychometric testing regimes; initiate use of results in a particular way or change the use of results. <ol style="list-style-type: none"> <li>2a) All documents and communications pertaining to financial costs of psychometric testing broken down by year, and including names of entities that psychometric testing related transactions occurred within this breakdown.</li> </ol> </li> </ol>	14	



Date Received	Organisation	Subject	Working Days to respond	Total per month
		<p>3) Any documentation or communication pertaining to any cost/ benefit analysis taken to: introduce; modify; or make decisions taking into account the results of psychometric testing.</p> <p>As a time frame for this LGIOMA, please consider the last two years for the substantial bulk of collection and collation. However, as I am hoping to gather some information about the long term trends of psychometric testing, I would like to request that a short contextualising statement/ summary pertaining to the spirit of 2) be included, with the last ten years as the scope of reference.</p> <p>I would also welcome any other comment or other relevant information that pertains to the spirit of this LGIOMA.</p>		
25-May-21	Radio NZ	<p>I am collecting information from every council to do with grants via the class 4 gaming sector. This request has been sent to all local councils.</p> <p>I request the following please:</p> <ul style="list-style-type: none"> <li>How much money has the council, or any of its affiliates for which the council is a shareholder, received as an applicant for grants in the last 2 financial years?</li> <li>If funds were received, what were they used for? And which societies did they come from?</li> <li>How much money in total has the council, or any of its affiliates for which the council is a shareholder, applied for from societies in the past 2 financial years?</li> </ul>	16	6
1-Jun-21	Wairarapa Times Age	<ol style="list-style-type: none"> <li>How many total requests your council received in the years 2018, 2019, 2020, and 2021?</li> <li>How many requests came from the New Zealand Taxpayers Union in the years 2018, 2019, 2020, and 2021?</li> <li>How many media organisations in the years 2018, 2019, 2020, and 2021?</li> <li>How many requests came from the Wairarapa Times-Age in the years 2018, 2019, 2020, and 2021?</li> <li>How many requests were provided, from the total amount in the years 2018, 2019, 2020, and 2021?</li> <li>How many requests were partially provided, from the total amount in the years 2018, 2019, 2020, and 2021?</li> <li>How many requests were rejected in the years 2018, 2019, 2020, and 2021?</li> </ol> <p>Please could you also provide comment on the proactive release of information that is considered of public interest, and any saving in time and money this would represent? It would be great to interview relevant staff members about this instead, if possible.</p>		
8-Jun-21		<p>The Council's standing orders require a written record of each workshop be kept and include:</p> <ul style="list-style-type: none"> <li>time, date, location and duration of workshop</li> <li>persons present</li> <li>general subject matter covered.</li> </ul> <p>Please provide a copy of the written record for all workshops held since 16 December 2020.</p>		
8-Jun-21	New Zealand Taxpayers Union	<p>This is a request for Official Information under the Local Government Official Information and Meetings Act of 1987 going to all councils in New Zealand in relation to closed council meetings.</p> <p>We request the following information be broken down by month:</p> <ul style="list-style-type: none"> <li>Please provide the total number of full council meetings for the last 12 months <ul style="list-style-type: none"> <li>Please provide the total number of 'closed' full council meetings (ones from which journalists or the public were excluded)</li> </ul> </li> <li>Please provide the total number of full council committee meetings for the last 12 months <ul style="list-style-type: none"> <li>Please provide the total number of 'closed' full council committee meetings (ones from which journalists or the public were excluded)</li> </ul> </li> <li>The number of alternative meetings i.e. 'council workshops' that were closed to the public over the last 12 months</li> </ul>		
8-Jun-21		When is the Clock Tower going to be finished?	3	
8-Jun-21		Has Council considered mobility scooter users? (Because there is, on recycling and rubbish days, often no room for their use on the footpaths)		
8-Jun-21		When is the Lincoln Road redevelopment going to be completed?		

Date Received	Organisation	Subject	Working Days to respond	Total per month
8-Jun-21		Does Council spray for Onehunga Weed on verges (I have dogs and worry about prickles; if spraying does occur, what is used please?)	8	
8-Jun-21		What is Council doing about overhanging hedges? (The big one down from Mobil on High Street has taken footpath from all of us for years by the way).		
8-Jun-21		How long precisely (date to date) was the Council contact portal on the CDC website not working?		
10-Jun-21		<p>Under the Local Government Official Information and Meetings Act, I wish to request the agenda and minutes relating to the public excluded parts of Carterton District Council's Ordinary Council Meeting on 28 October 2020, specifically '8.2 - Proposal to purchase property', IF this relates to the CDC's desire to purchase, acquire, compulsorily take or any other discussion about the land on Costley Street, Carterton owned by the Estate of Joseph Aplin (Section 1 on SO 327060).</p> <p>On 11 May 2021 Bob Austin (acting on behalf of CDC which can be confirmed by Solitaire Robertson) notified Nicole Black of Rainey Collins Wright Lawyers (acting on behalf of the descendants of Joseph Aplin) that formalising this section of land for road is not a viable consideration for CDC, and they have withdrawn their Public Works Act Section 18 Notice of Desire.</p> <p>If the requested information relates to this section of land, and as CDC no longer desire to acquire this land, there is no longer valid reason to withhold the information:</p> <ul style="list-style-type: none"> <li>- s7(2)b(ii) is invalid as CDC no longer has a commercial position or interest in the land which could be prejudiced.</li> <li>- s7(2)(i) is invalid as CDC no longer wishes to continue negotiations.</li> </ul>		
11-Jun-21		I request copies of all correspondence by the Mayor and Deputy Mayor to the Wairarapa Times Age in the past 4 weeks from today's date 11th June 2021.		
15-Jun-21	Choose Clean Water	Please could I have all correspondence and associated documents (meeting minutes, dates of meetings, texts, emails, reports, etc.) between Carterton District Council (incl. its councillors and mayor) and Wairarapa Water Ltd. since January 2021 until the present		
18-Jun-21	TVNZ/One News	<p>I would like to make an Official Information request under the LGOIMA to request the following information regarding recycling in your area:</p> <ul style="list-style-type: none"> <li>-How much recycling has been collected by your council per year in tones?</li> <li>-Of the recycling collected how much has been sent to landfill per year in tones? If possible, please include the reason why (ie recycling contamination).</li> <li>-Of the recycling collected how much has been recycled domestically per year within New Zealand in tones?</li> <li>-Of the recycling collected how much has been sent overseas to be recycled per year in tones? (please include the country sent to).</li> <li>-Please include a brief outline of which items your council can and cannot recycle? (particularly around the types of plastics).</li> </ul> <p>For each of the questions can you please include information per year for the last 5 years. So please include 2017, 2018, 2019, 2020, and so far in 2021 calendar years.</p> <p>Some councils I release may contract out some recycling services. However, under the Act I believe this is information you should be able to provide whether you already have access to it or need to request it from the contractor.</p>		13
		<b>Requests not closed yet</b>	<b>11</b>	



## 7.13 STAFF REPORT

### 1. PURPOSE

To inform Council of officers' activities since the previous meeting held 12 May 2021.

### 2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Significance and Engagement Policy.

### 3. INFRASTRUCTURE AND SERVICES / PLANNING AND REGULATORY SERVICES

Carterton is undertaking the application for stage 1 consenting for stormwater and a regional stormwater meeting with officers from the Wellington region including Greater Wellington Regional Council, is helping design of the monitoring plan that will be required.

Stage 1 is a 5-year consent, for monitoring water and bed qualities prior to dealing with improvements in the longer-term stage 2 consent. Stage 1 application is to be lodged by December 2021 while Stage 2 will have the Natural Resources Plan fully notified with subsequent limit effects in place to deal with.

Complexities remain around stormwater and water race interoperability and aligning the stormwater consent with the Taratahi and Carrington races

#### 3.1 Building Services

Chris Bargh has recently joined the building team while unfortunately Joy Ma has decided to move back closer to home and is taking up a role in the Waikato.

Table 1 below show building consent numbers from May 2021 compared to the same relevant period in previous year.

Table 1: May 2020/21 Comparison

	Number of Consents  May 2020	Value of Building Work May 2020	Number of Consents  May 2021	Value of Building Work May 2021
New (& prebuilt) House, Unit, Bach, Crib	9	3,747,000	7	3,500,000
New Shops	-	-	1	250,000
New Industrial Bldgs, eg foundry	1	1,400,000	-	-
New Farm Buildings – other	-	-	1	145,000
New Office/Retail Buildings	1	30,000	-	-
New Other Buildings	-	-	3	8,035,690
Dwellings – alterations & additions	7	380,000	4	135,000
Domestic Fireplaces	5	17,500	24	120,950
Re-sited Houses	4	202,000	5	310,000
Domestic only – garages	1	98,000	1	18,450
Other outbuildings e.g. shed, workshop, sleep-out	3	305,000	3	84,000
Education Bldgs – alterations & additions	1	50,000	1	32,000
Swimming Pools	-	-	2	85,000
<b>TOTAL</b>	<b>32</b>	<b>6,229,500</b>	<b>52</b>	<b>12,716,090</b>

Figures 1 and 2 below identify a significant increase in consents issued compared to any point in the previous 4 years. Over half a relatively simple solid fuel heating replacements/ installations but that still leaves over half relating to higher complexity builds.

Figure 1: Building consents issued 2018-2021

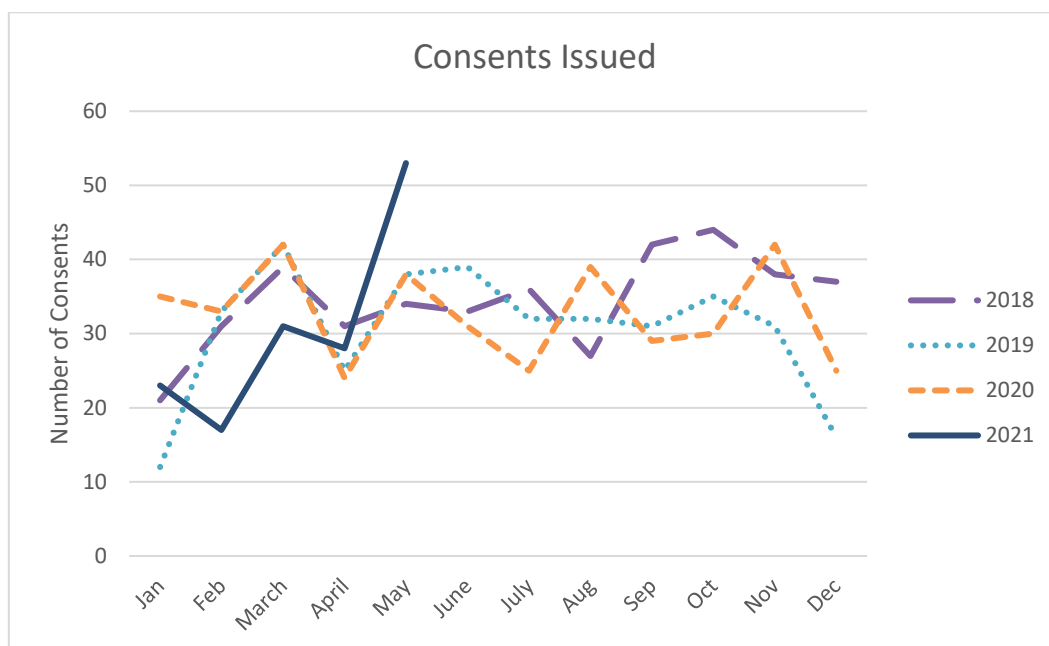
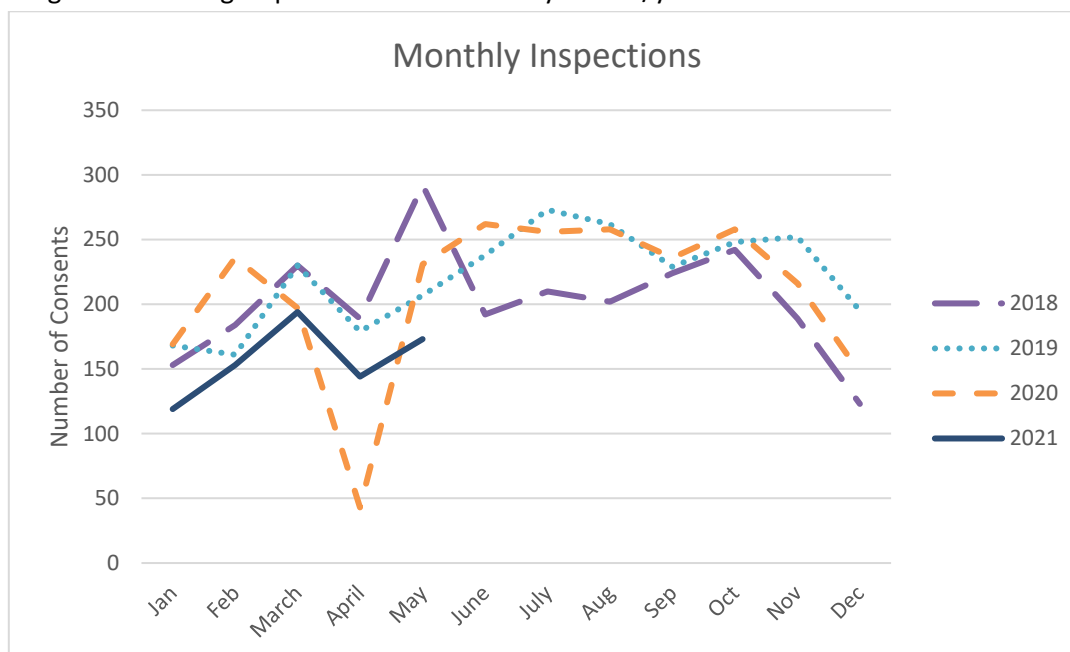


Figure 2: Building inspections undertaken by month/year



### 3.2 Liquor and Food licensing

#### Food

Six verifications were undertaken during the month of May and have recently added in GoFormz to capture that information. Introducing GoFormz into the verifications will speed up the process and reduce double handling of information and be able to better provide on-hand and up-to-date reporting. GoFormz takes existing paper based forms and digitises them and allows for modifications and additions. Masterton District Council have provided their templates for this system which will better align processes in the Wairarapa.

The Ministry for Primary Industries requires ongoing training and qualifications for all food verification officers and Carterton District Council's Environmental Health

Officer will be undertaking the AsureQuality workshop for Advance Food Auditing in August.

#### **Noise**

12 noise complaints were received through May with two of those having to be visited three times each via Armourguard before the issue was rectified. Normally the cooler months have fewer noise call outs as people tend to stay indoors with doors and windows shut so will be looking for a reduction in complaints next month.

#### **Alcohol**

Only one club license application for renewal was received in May along with two special license applications.

### **3.3 Animal Management**

It's dog registration time and all reminders have been mailed and people are beginning to register their dogs.

There have been seven dogs impounded with four subsequently released back to their owners. One has been rehomed and the SPCA has taken a further two.

SPCA continues to support us with rehoming our unclaimed dogs. The SPCA vaccinate, desex, and work through with potential new owners the adoption process.

General activity for May has seen a steady workload for the animal control officer

Activity	
Dog Barking reports	4
Animal control Miscellaneous	8
Dog Roaming reports	4
Stock on road incidents	6
Dog Found	5
Dog Attack on Animal	1
Dog Biting	1
Dog lost reports	1
<b>Total</b>	<b>30</b>

## **4. COMMUNITY SERVICES**

### **4.1 Community Support**

#### **Community Grant Funding**



Applications are now open for Community Grant Funding to support community groups that are providing beneficial services to the Carterton Community. The fund considers both local community applicants, and Wairarapa wide applicants, providing there is a benefit to the local community. Organisations that benefit the wider Wairarapa region must also have secured grant funding from one of the other two councils.

Details and application forms are available on the Council website, or at reception. Applications close 31 July 2021.

### Funders Forum

We are hosting a Funder's Forum at the Events Centre on 29 June. The Forum brings together all funders in the region who will present to community groups on available funding options for their organisations and projects. The last forum was held in 2019 and was attended by around 80 people. This year there are two sessions running.



### School Holiday Programme



Carterton's free school holiday programme will run from Monday 12 to Thursday 15 July. Currently (11 June) we have 69 registrations. The maximum number of children we can cater for is 50 so unfortunately, we will need to prioritise attendees. Priority will be given to children that have not attended in the past, then not attended in the last 3 programmes. The majority of sessions have facilitators booked, and the ice rink has also been booked for one morning. The programme is will be assisted by volunteer students.

### Events

The Charles Rooking Carter Awards will be held 19 June. Ticket sales have been good, there are currently only 15 seats available (some tables have been booked but not yet confirmed).





### Mayor's Task Force for Jobs & Youth 2 Work Wairarapa



Since October the Y2WW team have supported 30 people into long term sustainable employment or study. These people are either Carterton residents or have been employed into a Carterton business.

ŪMANGA TŪMATARAU - CAREERS EVENT was held 27 and 28 May.

Te Kura Kaupapa Māori o Wairarapa, REAP Wairarapa, Wairarapa College, Chanel College and Mākoura College received funding from MOE to hold ŪMANGA TŪMATARAU – A CAREERS EVENT focussed on showcasing Māori and Pasifika in trades, industry and local business. MTFJ and Y2WW partnered to support them by using current business partnerships.

The event was an interactive hands-on experience for the students where employers brought tools of their trade to allow students to see what is involved in their industry. The venue was split into different industry areas - for example Primary Industries, Creative Industries, Manufacturing and Technology, Construction and Infrastructure, Social and Community and Service Industries. Close to 1000 students attended over two days.

Youth 2 Work Wairarapa has partnered with Juken New Zealand, Fulton Hogan, and Higgins Construction, who all approached Y2WW to partner to help to ensure business sustainability. These partnerships were recognised in a ceremony held at REAP on 8 June 2021.

### Neighbourhood Support

In partnership with WREMO we will be hosting a Community Hub Drill day in August. WREMO are planning a series of days throughout South Wairarapa and Carterton. There will be a different approach to previous drills, where it will be a community event with games for kids and food. We will encourage people to drop in for the first hour and people who want to can stay for the drill in the second hour.

### 4.2 Event Centre sales and marketing

The last couple of months we have been busy planning for the Charles Rooking Carter Awards, Carterton Heart of Winter Festival and Orchestra Wellington weekend. We have also begun planning Daffodil Festival, which is just four months away.

We have seen an increase in enquiries for bigger events that have in the past been held in Masterton. Quoting for the Wairarapa Business Awards and the Wairarapa



Times Age Sports Awards. Hosting these events is a great opportunity for the Event Centre to showcase what we do and support us in attracting more of these larger scale events in the future.

There are now only 5 weekends left this year where we have space available to take bookings in the Auditorium.

### **Audience Feedback**

We continue to receive great feedback from our community. Below are a couple of examples.

“Very much enjoyed the event and the venue. The staff was very friendly. Well done.”

“A fantastic community asset and very happy as a ratepayer to pay rates to subsidise what I consider is a world class facility. I believe in terms of Council spending on “nice to haves”, providing Town Hall facilities is core business and can tick the box for the enhancement of our cultural, social and economic wellbeing of our District.”

### **Charles Rooking Carter Awards – Fire & Ice theme**

We are just days away from hosting the Charles Rooking Carter Awards. From 55 nominations we are down to 15 finalists, with 5 winners and the Supreme winner being announced on the night. For this event we strive to keep as much as we can local and have are overwhelmed with the support, we received from the Wairarapa community and businesses to make this event happen.

### **Carterton Heart of Winter Festival**

WBS has come on board as the principle sponsor. The partnership will see hands-on support from WBS, with staff on hand to help with the real-ice skating rink and many of the other community events.



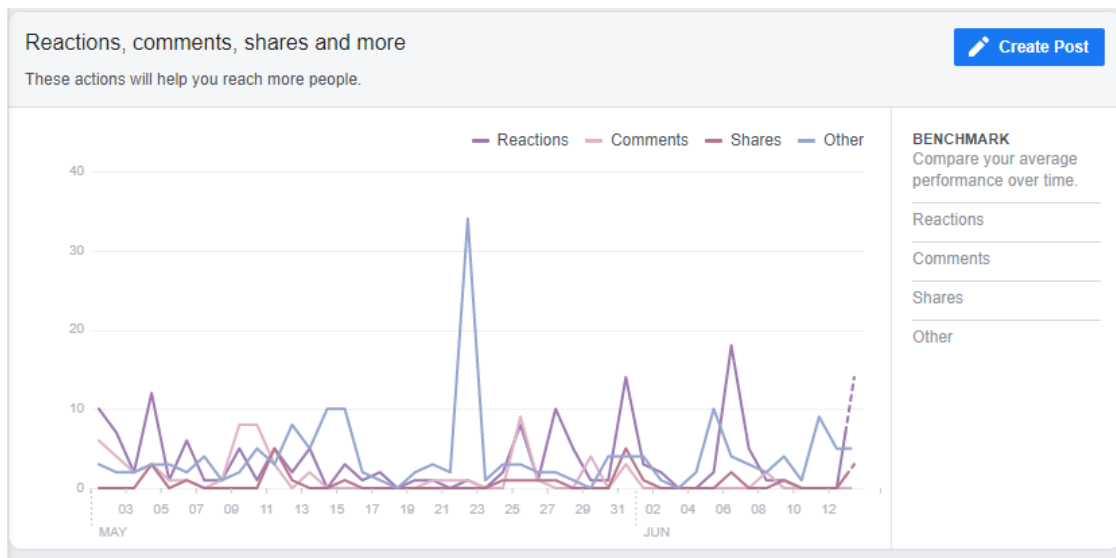
We have specifically sought events for the Festival which can cater for the whole community. Free events like the Zero Waste lantern parade, to Werewolf Theatre show, which was specifically picked to have something for our youth audience. Singles, couples, and families should all be able to find something to enjoy. If you haven't already checked it out, head to [www.cartertonec.co.nz/winterfestival](http://www.cartertonec.co.nz/winterfestival). Tickets are on sale now for all events linked to the Winter Festival.

## **4.3 Social Media, EDM Insights and Analytics for Carterton Events Centre May 1 – 12 June 2021.**

### **Engagement**

Facebook engagement is any action someone takes on our Facebook page or posts. The most common examples are likes, comments, and shares. But it can also

include checking in to our location or tagging us in a post. Facebook engagement matters because it can help extend our unpaid/organic reach.



Audience Growth – this reflects a 2.03% increase in Facebook page likes.

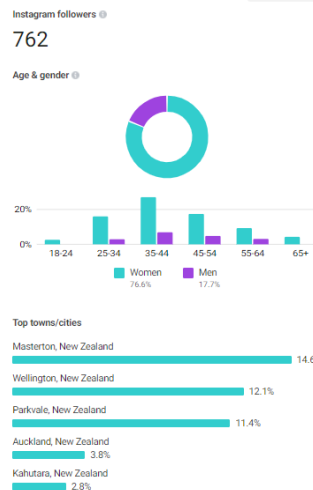


## TIKTOK

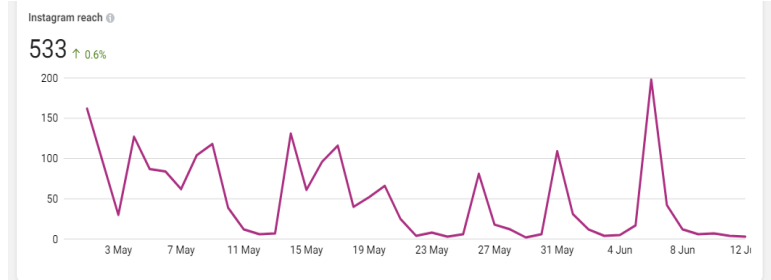
This is still the best way for us to get in front of the youth market. We only have 3 followers (those of you with teens please get them to follow us! #cartertoneventscentre) yet the reach we are getting for the teen based events is beyond anything we get on Facebook or Instagram.

## Instagram (1 May – 12 June)

## 5.98% audience growth

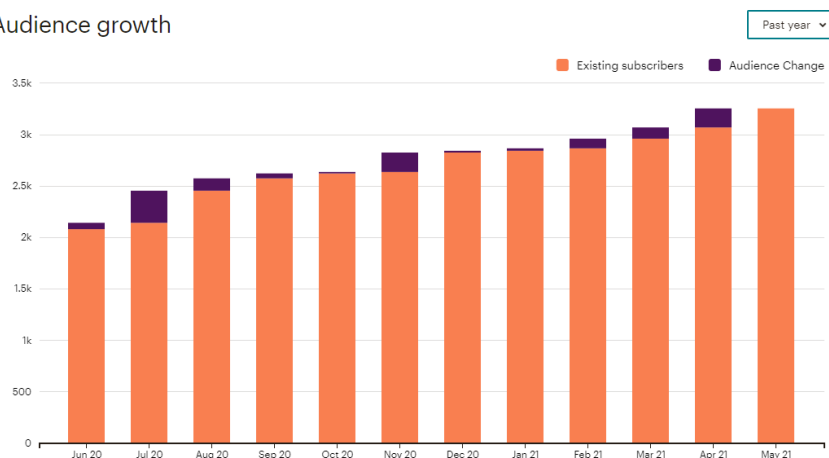


## Post Reach – increase of 0.6%

**Mailchimp – EDM marketing tool.**

Our regular “Whats on” is a high performer in how our audience finds out what’s on at the Carterton Events Centre. We are performing well above industry average, and we’ve had a 58% growth in subscriptions to the email in the past 12 months. With 2,074 subscribers in June 2020 increasing to 3,248 subscribers June 2021.

## Audience growth

**4.4****Climate Change****Community dashboard**

Since May 2021, a climate change community dashboard is released monthly. This dashboard shows:

Climate and weather data:

We give the earth’s average temperature compare to the average temperature in 1951-1980. We also compare the weather (temperature and rainfall) in the Wairarapa region compare to the 1981-2010 period.

*Air quality:*

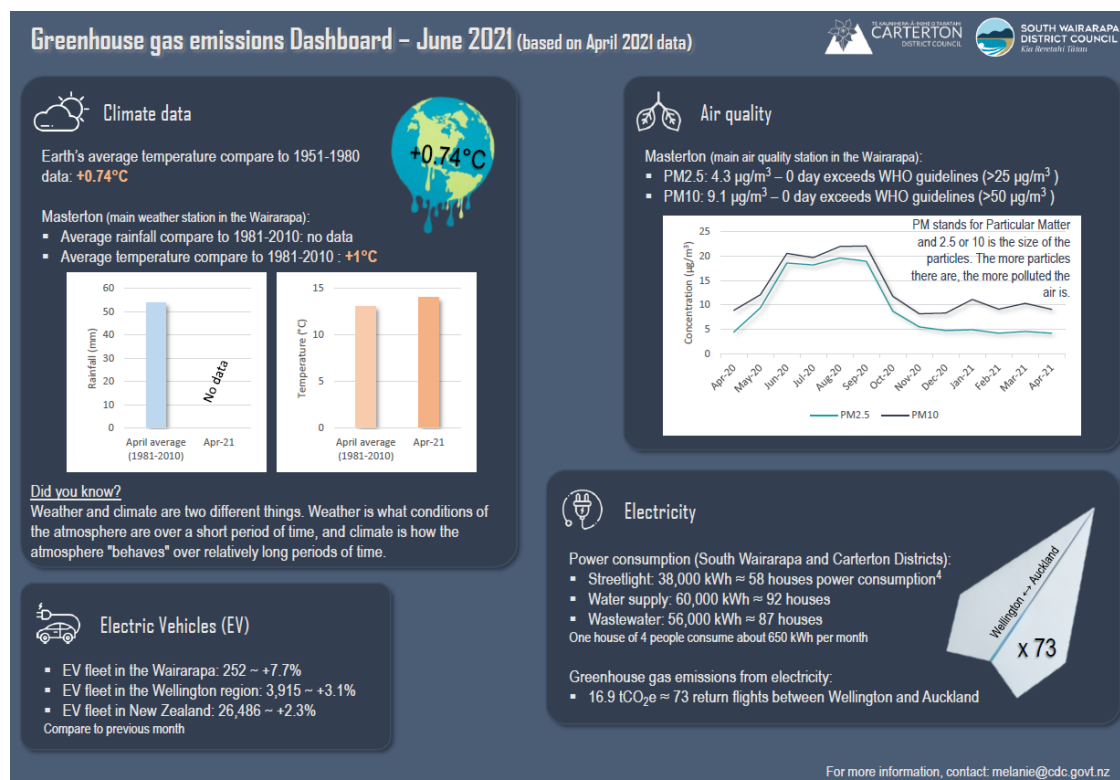
Air quality is a real issue in the region with high level of particle in winter (mainly due to heating systems). Therefore, it is interesting to see how the concentration in particles changes over the year. We also mention the number of days the concentration exceeds the World Health Organisation guidelines.

#### *Electric vehicles:*

We can see how many electric vehicles are registered in New-Zealand, in the Wellington region and in the Wairarapa Region. There is also the monthly evolution (percentage).

#### *Electricity:*

This section shows the electricity consumed for the streetlights, the water supply, and the wastewater treatment. This data only accounts for electricity used in Carterton District and South Wairarapa District. We compare this electricity consumption to houses consumption, so people have a better understanding. We also measure how much greenhouse gas is emitted by this electricity consumption and compare these emissions to the emissions of return flights between wellington to Auckland.



### **Wellington Regional Growth Framework**

Carterton District Council takes part into the Wellington Regional Growth Framework (WRGF) through its participation in the Wellington Regional Climate Change Forum. Indeed, we have an active voice in two projects of the WRGF:

- Develop a regional emissions reduction action plan
- Regional approach to planning for and managing climate change impact

Through those two projects, CDC plays an active role in climate change mitigation and climate change adaptation at a regional level.

**Wellington Region Climate Change Working Group – WRCCWG**

28 January, full meeting:

- Submission to the Climate Change Commission
- Wellington Regional growth Framework

3 March, full meeting:

- Priorities of the WWRWG
- Emission profile of the region
- Review and discuss the submission to the Climate Change Commission
- How to engage the WWRWG in the Wellington Regional growth Framework

**4.5 Communications and Engagement****Public Communications of potable water transgression**

Following the boil water notices in April, the Council has communicated the issues and actions taken in the following ways:

- A full report was presented to the Audit and Risk committee on 12 May, which was livestreamed and shared on social media.
- The report was made available in four different locations on the Council website: on the home page under news, on the water page, on the boil water FAQ page and via a banner at the top of the home page.
- A full-page article summarising the report was written by Council and published in the June Carterton Crier.
- A two page paid advertisement was also published in the June crier showing dates of the E.coli readings, locations and levels of the readings, as well as an explanation of the cause of the outbreak, how the Council treats its water, how to stay up to date with Council updates and where to find the full report.

## Update on our Urban Water Supply

**What have we done since the boil water notice has ended?**  
Last month, the Council promised a comprehensive public report of the investigation and remedial work taken during the boil water notice, and the ongoing plans for its water infrastructure.  
**This is now available online at [cdc.govt.nz/water](https://cdc.govt.nz/water)**

**What were the dates, locations and recorded levels of the E. coli readings?**

DATE NOTIFIED	LOCATION	READING
9 March	Fisher Place	2 MPN/100mL
12 March	Park Road Kent Street	3 MPN/100mL 1 MPN/100mL
17 March	Hilton Road Brooklyn Road Underpass	1 MPN/100mL 6 MPN/100mL
18 March	Brooklyn Road Cabinet	5 MPN/100mL
28 March	Brooklyn Road Underpass	2 MPN/100mL
1 April	Fisher Place	1 MPN/100mL

The New Zealand Drinking Water Standards allow for a Maximum Allowable Variation (MAV) limit of < 1 MPN per 100mL

**Where does our water come from and how do we treat it?**  
Water supply for the Carterton District comes from either the Kaipaitangata Stream or the underground bore field and is treated in plants based at each site. The water is treated at our treatment plants with a UV filtration system and chlorine.

**What caused the outbreak and what did the Council do?**  
On Thursday 18 March we identified a potential point of contamination – a disused scour valve 200m from the Kaipaitangata treatment plant. The potential of a scour valve failure allowed for ponded and stagnant water to enter the main trunk line. The pump was dug out and piping installed to remove any discharge and eliminate any contamination potential.

Some of the contamination readings coincided with sub-division water connections. It is possible that during connections when water mains are turned off and new lines connected, that contaminants could enter the system if the new lines had not properly been treated. Contractors are now only permitted to connect to the Council water mains if they have pre-approval to do so.

**We also did the following:**

- Increased water testing sample points from 9 to 18.
- Walked along 7 km of Kaipaitangata trunkline pipe, identified 2 potential sources and rectified them to eliminate them as potentials.
- Increased the number of flushing points from 44 to 66.
- Enlisted Leak Detection Services to check for any unknown leaks in the network.
- Commissioned an onsite high-level review of the Frederick Street plant by external water experts, Lutra and Wellington Water.
- Checked our procedures for sampling by a laboratory expert.
- Adjusted the start-up procedure for the Frederick Street plant.
- Inspected the chlorine dosing pump at Frederick Street, installed a new chlorine analyser, and brought forward the replacement of a UV control cabinet.
- The Supervisory Control and Data Acquisition (SCADA) data for both water treatment plants was reviewed by Lutra and Wellington Water for any errors in either plants' workings.
- Replaced existing mesh anti-vermin grates with stainless steel on the timber tank reservoirs.
- Flushed the network, and both Frederick Street reservoirs were drained, inspected, and cleaned with a super chlorinated spray mix. Both tanks were tested for ground leaks. All known backflows on the reticulation network and commercial sector were retested.

The Council is mid-way through a planned upgrade of the Frederick Street treatment plant & will provide public project updates

Sign up to receive all infrastructure project updates via email at [cdc.govt.nz/newsletter](https://cdc.govt.nz/newsletter)

A half page advertisement was published in the Midweek newspaper to let people know the report had been made available and where to find it.

### REPORT ON INVESTIGATION OF CARTERTON'S WATER TRANSGRESSIONS

Last month, we promised you a full and comprehensive public report of the investigation and remedial work taken during the boil water notice, and our ongoing plans for our water infrastructure.  
**This is now available online at [cdc.govt.nz/water](https://cdc.govt.nz/water)**

To keep up to date with further updates on our ongoing improvements to our water infrastructure and other council news, sign up here:




Future communications around the urban water supply will focus on progress of the upgrade to the Frederick Street Treatment Plant.

### Keep your finger on Project Pulse



The communications team has been working on producing a new monthly email newsletter to keep residents up to date on the Council's capital projects such as the upgrade to the Wastewater Treatment Plant, as well as climate change actions



being taken. This will also be summarised in a one page advertisement in the Carterton Crier and accompanied by a capital projects webpage at [www.cdc.govt.nz/services/projects/](http://www.cdc.govt.nz/services/projects/)

The emailed newsletter will be sent to those already subscribed to the regular monthly Council news but will receive it on the alternating fortnight. Anyone wishing to sign up can do so at [www.cdc.govt.nz/newsletter](http://www.cdc.govt.nz/newsletter)

### **Website upgrades**

Another large project the communications team is embarking on is upgrading the website. The project will be mostly done inhouse, with assistance from Nectarine where required.

It is anticipated the project will take 6-12 months and will include the following:

- Removing old news posts from public view which are no longer relevant, dating back to 2016. This will prevent people searching for current information and only finding incorrect, outdated information. The removed posts will remain on record.
- Removing duplicate/unused pages.
- Ensuring the site map is more extensive.
- Adding tags to the appropriate pages to ensure people find what they are looking for. For example, previously if people searched for 'rubbish' they wouldn't find anything as the Council prefers to use the term 'waste'. A process is currently in place to tag pages to ensure if people use a relevant synonym, they are still getting the relevant search results.
- Conducting interviews with each department to ensure all information is accurate and relevant, before altering the layout to make it more readable and easier to find things. For example, the building department segment of the website is very text heavy and difficult to find basic information. This has resulted in people only spending an average of 9 seconds on the building services page and is driving unnecessary enquiries to the front desk. This in turn makes it hard for the building team to manage all these enquiries as well as process consent applications and performing site inspections. A revised web page will alleviate some of their workload and make it easier for ratepayers to find the answers to their questions.

It is anticipated the project will take 6 – 12 months to complete due to the following:

- The team will be doing all the work inhouse, shared between one full time and one part time employee, on top of their existing projects and day-to-day business. This will save the Council a significant cost. Any technical work will be referred to Nectarine using the existing website maintenance budget. The project will not come at an extra cost to ratepayers but will provide them with a better level of service than they are currently receiving.
- There are more than 300 pages on the website to review. Once reviewed, duplicate/unused pages will be removed, and remaining pages will be edited. Removed pages will remain on record.
- There are 284 news posts to review dating back to 2016.

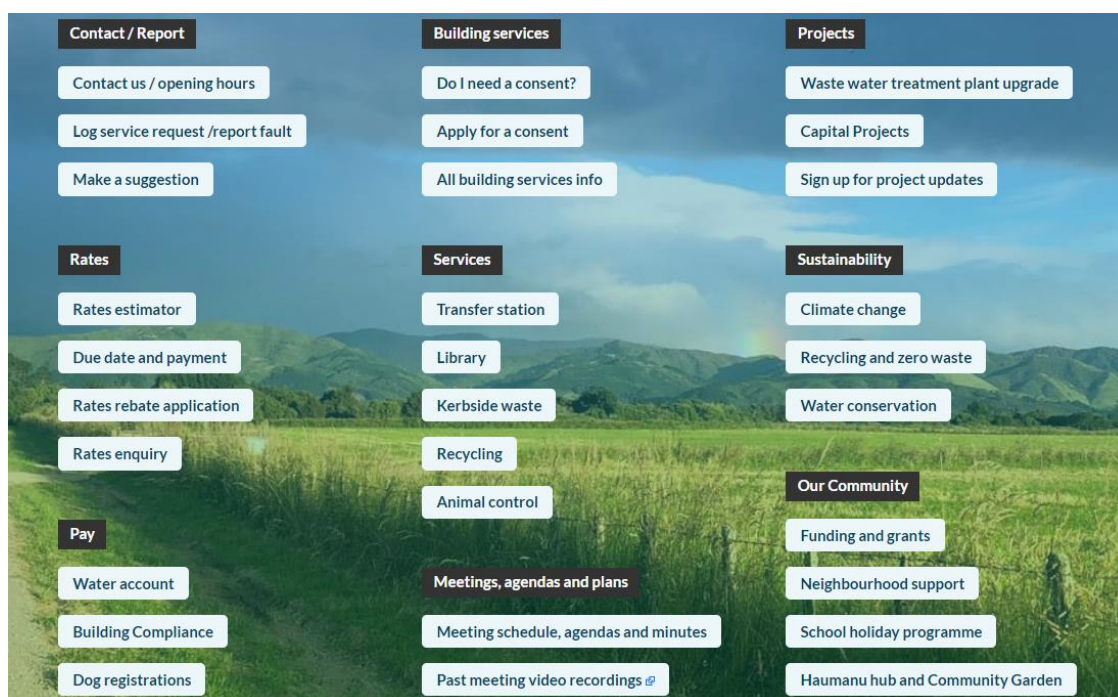
- The edited content will require time and assistance from all Council departments and will need to fit in with current workloads and schedules.

Work completed so far:

Part of the search function has been upgraded to include the extra tags mentioned above and to find the appropriate pages within the website, giving a much more refined and relevant result. This is located in the centre of the home page. This was the most cost-effective resolution to the issue's users were experiencing.

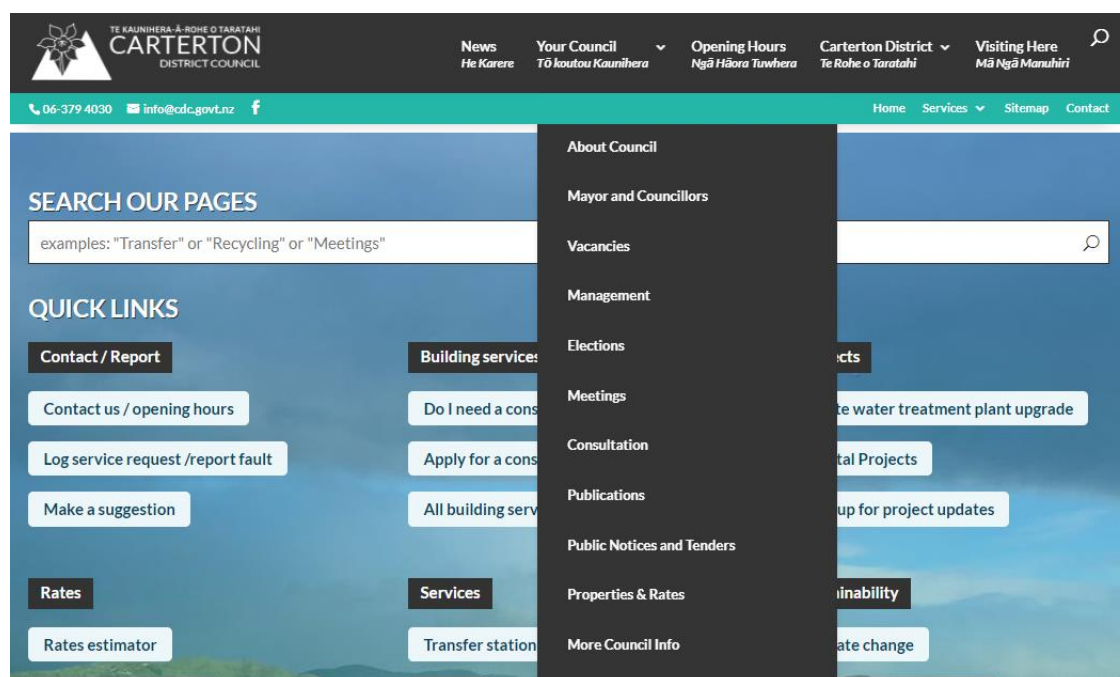


The homepage has been overhauled to make it quicker and easier for residents to find the information they are looking for. This was done by using the monthly Monsido scan reports showing the top visited pages and by using anecdotal feedback from what residents were saying they wanted but couldn't find.



- The colours used on the homepage are more accessible friendly, making it easier for our older residents to read, as a previous ALGIM review showed some of our font and background colours were not accessibility friendly.
- There are drop down menus along the top right of the homepage so people can see all the pages which are under each heading – something they couldn't do before.





- The wastewater treatment plant upgrade page has been updated to show what is involved in each stage of work, the budget versus expenditure and other in-depth project information. This includes links to all the media statements and compiling every public report into a word document, so residents don't have to go looking through all the agendas for them. This is part way through completion, as compiling the reports is time consuming, but will result in easier access to all the information for residents. There are also 7000 photos to look through before selecting which ones to upload.
- A review of all news posts is already underway.

Stage 1 (2015 - 2017)	+
Stage 2 (2018 - 2025)	+
Stage 3 (2026 - 2045+)	+
Budget & Expenditure	+
Media Statements	+
Public reports	+

### General communications

Since the last report in May 2021, the council has focussed on the following:

- The planting of Rongoa at Ngahere o Te Ora Haumanu Community garden
- Charles Rooking Carter Awards finalists and tickets sales
- Agendas and resolutions from committee meetings, as well as livestreaming.
- Updates on adjustments being made to the clocktower mechanism to counteract the clock occasionally losing time and the bells being out of sync.

- Update to the community on what to expect with the three waters reform
- Sharing the community Climate Change dashboard produced by the Council's climate change advisor.
- Queen's birthday kerbside waste and recycling collection
- Council staff photo and write up in the Midweek's 'Women in Business' feature.
- Updating the community on cause of the odour from the wastewater ponds and the actions taken by Council to resolve it.
- Providing a technical description of the intermittent website issue causing web forms to not be delivered to the Council email inbox.
- Showing our support of raising awareness of Elder Abuse Awareness Day and where people can go for help.
- Council staff contribution towards Foodbank after joining Page 42's cans for coffee initiative.
- An update on the town centre redevelopment project

#### **4.6 Zero Waste Report June 2021**

2021 is a big year in the Waste Industry – with several work programmes in place with Central Government that effect all councils and ultimately our communities.

- From new Solid Waste Bylaws adopted, which has included licensing for waste operators and waste minimisation at events
- The Waste Levy expansion and fee increase to \$20 per tonne from 1 July 2021.
- National Waste Strategy review
- National Standardisation of Kerbside Collections
- Product Stewardship, (tyres, lithium batteries, agrichemicals, refrigerants, e-waste), Container Deposit Scheme
- Waste Data Framework to include more accurate data and reporting
- Weighbridge funding opportunity coming up

Waste Forum - hosted by Porirua City Council

Attended by Cr Chris Peterson, Cr Jill Greathead, Cr Steve Cretney, Cr Pam Colenso and Regional Zero Waste Advisor Jo Dean.

The waste stream focus of this quarterly forum was Construction and Demolition (Deconstruction) Waste with a range of guest speakers across the industry making change in this space.

Guest speakers included

- Kainga Ora - Rachel Trinder
- Morrison Law - Alice Grace, Joan Davidson
- Auckland City Council - Mark Roberts
- Tauranga City Council - Steve Wigill

- Green Gorilla - Clinton Jones
- FiveR solutions - Chris Grant
- Centerport - Anthony Delaney (recycling concrete into aggregate)
- GIB - Gordon White
- Ministry for the Environment - Roderick Boys

Queenstown Lakes District Council shared a video of the Lakeview deconstruction project – ‘inspiring the change’. This included the relocation of 22 buildings, one a 10-bedroom building. The project generated 86% diverted materials from landfill. Much of these materials were either reused on the extension project, sold or donated to community groups and schools. 3,500 tonnes of waste diverted from the site; this was included in the waste minimisation competencies in their tender.

Regional Zero Waste Advisors attended Regional Waste Officers meeting in Kāpiti Coast District Council, discussing the responsibilities of assisting event organisers with waste at events how can we encourage more reusable options vs disposable single use containers and packaging for vendors/stall holders, waste kits for available for use at events, templates for event organisers auditing events for over 1000 people. Workshops for organisers and vendors will be happening across the region.

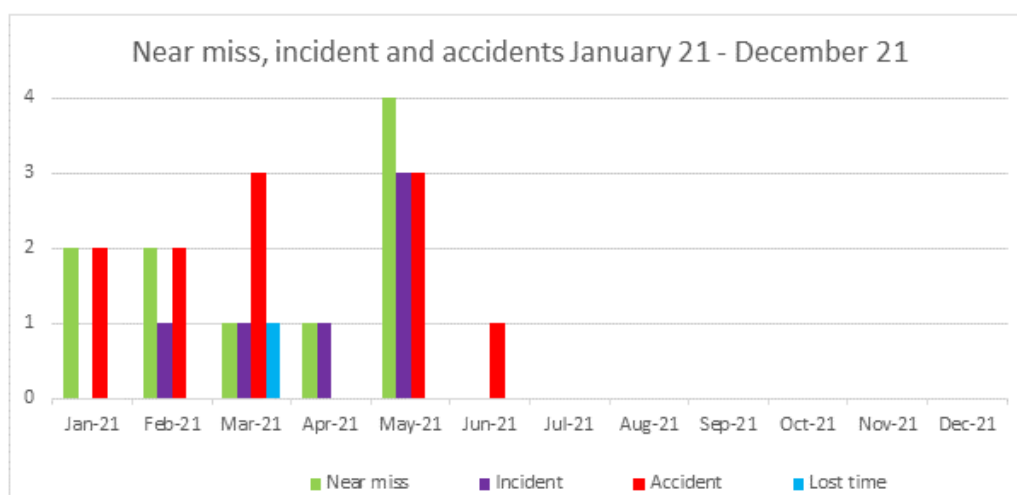
Regional Zero Waste Advisors attended the National Waste Minimisation Officers Hui via zoom. An opportunity for all waste officers to discuss national projects to share resources and information in preparation for the yearly TAO Forum in October 2021.

## **5. HEALTH, SAFETY AND WELLBEING**

Since the last report, our focus has continued to be increasing reporting of incidents, staff inductions, the review of the Health & Safety Strategy, and supporting staff wellbeing.

### **Incident Reporting**

We are pleased to see that the concerted focus has resulted in an increase in the reporting of incidents, and in particular, near miss incidents, over the past 2 months. The Health and Safety Committee, together with team leaders and managers, have been encouraging staff to ensure they report issues and incidents, using these as opportunities to prevent future harm to themselves or others.



We have also had two new members join the Health and Safety Committee to broaden the staff representation across the Council. The new members will represent the Library Team and Corporate Services Team and help to increase the focus on reporting.

### **Staff Inductions**

With the number of new staff joining the Council recently, we continue the focus on ensuring new team members are appropriately trained, inducted, and feel and act safely in their new roles. We have enhanced the induction processes for new staff which includes multiple interactions from their manager, the Health Safety and Wellbeing Advisor, and the People & Wellbeing Manager over their first 2 months. Health, Safety and Wellbeing expectations and obligations are also emphasised in the job descriptions of all staff.

### **Health & Safety Strategy**

The Health & Safety Committee will be attending team staff meetings over the next 2 weeks to socialise the SafePlus survey being undertaken. The survey forms part of the Strategy progress assessment and future development by assessing our health and safety performance and providing tailored advice and guidance on improvements and focus areas.

### **Staff Wellbeing**

Following the inclusion of staff wellbeing as one of our Top 5 Biggest Risks (as reported to the Audit & Risk Committee on 12 May), we have initiated a number of new initiatives, in addition to the development of a Staff Wellbeing Strategy. The initiatives include a quarterly council-wide staff meeting, a fortnightly staff newsletter, increased communication of health, safety, and wellbeing messages, more proactive awareness and response to concerns, and an increased awareness of support services available to staff.

**6. RECOMMENDATION**

That the Council:

1. **Receives** the report.

**File Number:** 128164

**Author:** Dave Gittings, Glenda Seville, Geri Brooking, Senior Management Team

**Attachments:** Nil



## 8 EXCLUSION OF THE PUBLIC

### RESOLUTION TO EXCLUDE THE PUBLIC

#### RECOMMENDATION

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
<b>8.1 - Public Excluded Minutes of the Ordinary Council Meeting held on 12 May 2021</b>	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 KARAKIA WHAKAMUTUNGA**