



Te Kaunihera-ā-Rohe o Taratahi

CARTERTON
DISTRICT COUNCIL

AGENDA

Ordinary Council Meeting

Date: Wednesday, 25 June 2025

Time: 10:00 am

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

Mayor R Mark

Deputy Mayor S Cretney

Cr B Deller

Cr R Cherry-Campbell

Cr D Williams

Cr S Laurence

Cr G Ayling

Cr L Newman

Cr S Gallon

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

Wednesday, 25 June 2025 at 10:00 am

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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 DISCUSSION OF THE PUBLIC FORUM

6 YOUTH COUNCIL VIEWS ON AGENDA ITEMS

VIDEOCONFERENCE DETAILS

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7 CONFIRMATION OF THE MINUTES



7.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 14 MAY 2025

1. RECOMMENDATION

1. That the Minutes of the Ordinary Council Meeting held on 14 May 2025 are true and correct.

File Number: 454094

Author: Robyn Blue, Democratic Services Officer

Attachments: 1. Minutes of the Ordinary Council Meeting held on 14 May 2025

**MINUTES OF CARTERTON DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE CARTERTON EVENTS CENTRE, 50 HOLLOWAY ST, CARTERTON
ON WEDNESDAY, 14 MAY 2025 AT 1:00 PM**

PRESENT: Mayor Ron Mark, Deputy Mayor Steve Cretney, Cr Brian Deller, Cr Robyn Cherry-Campbell, Cr Steve Laurence, Cr Grace Ayling, Cr Lou Newman, Cr Steve Gallon

IN ATTENDANCE: Staff
Geoff Hamilton (Chief Executive), Karon Ashforth (Corporate Services Manager), Solitaire Robertson (Planning and Regulatory Services Manager), Glenda Seville (Community Services and Facilities Manager), Johannes Ferreira (Infrastructure Services Manager), Victoria Caccioppoli (Financial Accountant), Becks Clarke (Community Development Team Leader) via videoconference, David Johnson (Information Systems Manager), Natascha Anderson (Financial Services Officer) via videoconference, Marcus Anselm (Communications and Engagement Manager), Robyn Blue (Democratic Services Officer), Katrina King (Democratic Services Officer)
Other
Brook Ah Wong – Youth Council
Destination Wairarapa – Anna Maxwell and Roger Wigglesworth

1 KARAKIA TIMATANGA

The meeting opened with a karakia by all members.

2 APOLOGIES

MOVED

That an apology be received from Cr Dale Williams.

Cr S Laurence, Cr R Cherry-Campbell

CARRIED

3 CONFLICTS OF INTERESTS DECLARATION

There were no conflicts of interest declared.

4 PUBLIC FORUM

1. Mary Byrne and Eleanor Harper presented a petition against fluoride being added to Carterton water. In their view, the current legislation which mandates fluoridation is contrary to our understanding of democracy and violates the NZ Bill of Rights. They informed Council about the negative effects of fluoride and sought to have Council add it's weight to the NZ First policy of removing fluoride from all municipal water supplies. Council noted that Carterton does not currently fluoridate its water supply. They presented a petition to Council, however it was not officially received as it did not meet the minimum threshold of 20 signatures from Carterton residents.
2. Roger Boulter provided an update on his submission to the Regional Transport Plan. His submission identified that the capacity of the Hutt Valley rail services needs to be reviewed now, otherwise there will be impacts on the planned increase in Wairarapa rail services. He said his submission was well-received.
3. A proposal for a multi-sport indoor stadium in Carterton was tabled by Haley Malcolm, suggesting the possible relocation of sports codes to a new potential site. Councillors acknowledged current leases and sport code dynamics, and expressed support for further investigation of the idea.

5 YOUTH COUNCIL VIEWS ON AGENDA ITEMS

Brook Ah Wong was in attendance at the Council meeting.

On behalf of the Youth Council, Glenda Seville identified that the Youth Council is in support of the Wairarapa/Tararua model for Local Water Done Well. The group noted this is an important decision that will have implications for future generations. There needs to be affordability and access to core services.

They noted that CDC is geographically in the middle of the three Wairarapa councils and there will be an impact if one or more councils chooses to be independent.

6 CONFIRMATION OF THE MINUTES

7.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 2 APRIL 2025

MOVED

1. That the Minutes of the Ordinary Council Meeting held on 2 April 2025 are true and correct subject to an amendment in Item 8.3 (the decision on a CDC appointment to Cobblestones) that Cr Laurence seconded the motion, not Deputy Mayor Cretney.

Cr G Ayling / Deputy Mayor S Cretney

CARRIED

7 REPORTS

7.1 DESTINATION WAIRARAPA QUARTERLY REPORT

1. PURPOSE

For the Council to receive a report of activities for the quarter ending March 2025.

MOVED

That the Council:

1. **Receives** the report.

Cr B Deller / Cr R Cherry-Campbell

CARRIED

7.2 PROPOSAL TO DISESTABLISH THE WAIRARAPA LIBRARY SERVICE

1. PURPOSE

To seek the approval of Councillors to disestablish the Wairarapa Library Service (WLS) between Carterton District Council (CDC) and South Wairarapa District Council (SWDC) and return management of the libraries to the respective councils effective 1 July 2025.

MOVED

That the Council:

1. **Receives** the report.

Cr L Newman / Cr R Cherry-Campbell

CARRIED

2. **Notes** that since its inception the Wairarapa Library Service has been struggling with significant operational challenges, stemming from different financial, IT, staffing, budgeting, planning, and service delivery systems/business processes between the two Councils. These challenges have generated inefficiencies that have affected productivity and customer focus.
3. **Notes** that attempts have been made to improve our operational efficiency and streamline our systems, however we have not been able to improve the model to the point that both Councils can achieve their strategic objectives through the shared service model.

Deputy Mayor S Cretney / Cr S Laurence

CARRIED

4. **Approves** disestablishing the Wairarapa Library Service and returning the management of the libraries to respective Councils effective from 1 July 2025.

Cr R Cherry-Campbell / Cr G Ayling

CARRIED

5. **Approves** the unbudgeted increase of a 0.5FTE library assistant.

Cr B Deller / Cr R Cherry-Campbell

Against – Cr G Ayling and one other councillor

6. **Notes** there is expected to be no impact to customers and levels of service will remain the same. Both Councils have agreed and will implement a detailed transition plan with minimal disruption.
7. **Notes** that SWDC and CDC will continue to cooperate closely on shared activity to the benefit of customers. We will actively explore that future cooperation via an MOU.

Deputy Mayor S Cretney / Cr L Newman

CARRIED

7.3 ECONOMIC DEVELOPMENT PROVIDERS

1. PURPOSE

For the council to approve renewal of agreements with Economic Development providers; Destination Wairarapa, Business Wairarapa and Wairarapa Dark Skies Association.

MOVED

That the Council:

1. **Receives** the report.

Deputy Mayor S Cretney / Cr B Deller

CARRIED

2. **Agrees** to renew the existing MOU with Destination Wairarapa for a one-year term at \$55,968 plus GST (plus an adjustment for inflation based on the annual CPI).

Cr Deller / Cr R Cherry-Campbell

Against Cr Ayling – and one other councillor

One other councillor against

CARRIED

3. **Agrees** to renew the existing MOU with Business Wairarapa for a one-year term at \$15,000 plus GST.

Cr R Cherry-Campbell / Deputy Mayor S Cretney

Against - Cr Ayling – and one other councillor

CARRIED

4. **Notes** the one-year extension allows more time to further develop a new MOU with both organisations and the other two councils.

Cr S Gallon / Cr B Deller

CARRIED

5. **Notes** CDC will enter a new MOU with Wairarapa Dark Skies Association for a two-year term at \$10,000 plus GST per annum.

Cr R Cherry-Campbell / Deputy Mayor S Cretney

Against – Cr S Gallon, Cr G Ayling, Cr L Newman

CARRIED

7.4 COMMUNITY SATISFACTION SURVEY 2025

1. PURPOSE

For Council to receive the results of the 2025 Community Satisfaction Survey and seek Council approval to prepare and complete an annual community satisfaction survey to ensure compliance with audit requirements and maintain continuity of feedback data.

MOVED

That the Council:

1. **Receives** the report.
2. **Agrees** to Council preparing and completing an annual community satisfaction survey.
3. **Adopts** the 2025 Community Satisfaction results and associated Action and Engagement Plan.

Deputy Mayor S Cretney / Cr L Newman

CARRIED

7.5 ADOPTION OF THE DRAFT ANNUAL PLAN 2025/26

1. PURPOSE

For the Council to consider the adoption of the draft Annual Plan 2025/26 and resolution to set rates for the year ending 30 June 2026.

NOTED

- There was discussion about the impact of the proposed rates for 25/26 and the impact on urban ratepayers related to an increase in the depreciation of waters assets.
- The options to reduce the rise in rates for urban ratepayers are:
 - Receive advice if reserve funding for one purpose can be used for another
 - Deferring depreciation of assets
 - Reviewing the model for allocating wages (this may have either a positive or negative effect on urban ratepayers)
 - Use debt funding or financial contributions.

MOVED

That the Council:

1. **Receives** the report.

Deputy Mayor S Cretney / Cr B Deller

CARRIED

RECOMMENDATION 2 DEFERRED

2. **Adopts**, pursuant to Section 95 of the Local Government Act 2002, draft Annual Plan 2025/26, including the schedule of fees and charges as attached in **Attachment 2**.

RECOMMENDATION 3 DEFERRED

3. **Delegates** authority to the Mayor and Chief Executive to make minor editorial changes to the draft Annual Plan 2025/26 prior to publication.
4. **Defers** adoption of the Annual Plan until advice is received on depreciation of water assets remaining at status quo, namely 50% depreciation for waters assets and 42% for roading assets.

Cr R Cherry-Campbell / Cr S Laurence

CARRIED

5. **Asks** the Chief Executive to provide Council with advice on the options for reducing rates.

Mayor R Mark / Cr G Ayling

CARRIED

7.6 SETTING RATES FOR 2025-26

1. PURPOSE

For Council to consider the setting of rates for the 2025/26 financial year.

ALL RECOMMENDATIONS WERE DEFERRED

That the Council:

Receives the report:

Pursuant to Sections 23, 24 and 57 of the Local Government (Rating) Act 2002, **resolves** to set the rates, due dates and penalties regime for the 2025/26 financial year as follows:

All rate amounts stated are GST inclusive.

(a) General rate

A general rate on the capital value of each rating unit in the district.

The general rate is set on a differential basis over three rating categories as follows:

General rates – differential factor	
Residential	1 . 0
Commercial	1 . 8
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 1991

- 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.
 - Excludes any rating units used primarily for residential purposes
 - Includes any rating units within the rural zone of Carterton District, as depicted in the District Plan, holding or exercising existing use rights or resource consent to carry out commercial or 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.

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 0.19238 cents in the dollar (including GST) of capital value on every rating unit in the Residential category
- a rate of 0.34629 cents in the dollar (including GST) of capital value on every rating unit in the Commercial category
- a rate of 0.15391 cents in the dollar (including GST) of capital value on every rating unit in the Rural category

(b) Uniform Annual General Charge

A Uniform Annual General Charge on each rating unit in the District to fully fund Governance activities and to fund Community Support activities within 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, for the rating year 2025/26 this rate will be \$1,291.25 (including GST) per rating unit set under section 15(1)(a) Local Government (Rating) Act 2002.

(c) Targeted rates

Regulatory and planning service rate

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.

A targeted Regulatory and Planning Services Rate of 0.00849 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on every rating unit in the district.

Urban wastewater rates

A differential targeted rate for the Council's urban wastewater and treatment and disposal of wastewater 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 wastewater 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 sets 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 wastewater service directly or through a private drain.
- 'Able to be connected' means the rating unit is not connected to the Council's urban wastewater 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.
 - a. A rate of \$692.38 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.
 - b. a rate of \$1,384.77 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 to the Council's urban sewerage reticulation system.
 - c. a rate of \$1,384.77 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 to Council's urban sewerage reticulation system.

Waingawa wastewater rates

A targeted rate of a fixed amount on every separately used or inhabited part of a rating unit that is connected to the Waingawa wastewater service.

And

A differential targeted rate on capital value on all properties connected or able to be connected to the Waingawa wastewater 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 these rates:

- ‘Connected’ means a rating unit that is connected to the reticulated wastewater service.
- ‘Able to be connected’ means a rating unit that can be connected to the wastewater service, but it not, and is a property situated within 30 metres of such a drain.

The purpose of these rates is to fund the operation and maintenance of the Waingawa wastewater service.

- a) a targeted Waingawa Sewerage Rate of \$219.00 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 located in the Waingawa industrial zone of Carterton District,
- b) a rate of 0.21579 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on all rating units connected or able to be connected to the Waingawa Sewerage Service, in the Waingawa industrial zone of Carterton District that are not used primarily for residential purposes,
- c) a rate of 0.10789 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on all properties used primarily for residential purposes connected or able to be connected to the Waingawa Sewerage Service located in the Waingawa industrial zone of Carterton District.

Stormwater rate

A stormwater rate on all rating units within the urban area calculated on land value. For the purposes of this rate the ‘urban area’ is 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.
 - a targeted Stormwater Rate of 0.04610 cents per dollar of land value set under Section 16 Local Government (Rating) Act 2002 on all rating units within the urban area.

Refuse collection and kerbside recycling rate

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.

- (a) a targeted Refuse Collection and Kerbside Recycling Rate of \$126.00 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.

Urban water rates

A differential 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.
- 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.

Additionally, 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.

For the purposes of the differential targeted 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 these rates to fund the operation and maintenance of the urban water supply.

- (a) a rate of \$906.12 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,
- (b) a rate of \$453.06 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,
- (c) a targeted Metered Water Rate of \$2.10 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.
- (d) A targeted Metered Water Rate of \$3.20 per cubic metre set under section 19(2)(a) Local Government (Rating) Act 2002 for each cubic metre of water supplied, for temporary connections for Commercial and Industrial rating units as defined by the differential for General Rate.

Carterton Water Race Systems targeted rates

A targeted rate on a differential basis, calculated on land area, on rating units within the Carrington or 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 Water Race System, calculated from conditions of the applicable resource consent.

A rural water services rate on every rating unit situated in the Carrington or 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.
- a targeted Rural Water Race Rate of \$311.83 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 that has provision of the service.
- 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 \$36.82683 per hectare
 - Class B \$ 8.45052 per hectare
 - Class C \$226.44919 per hectare

where classes are defined in the Funding Impact Statement.

A metered Water Race rate for principally commercial / industrial use – per cubic metre taken - \$2.30 per m³.

A metered Water Race rate for principally horticultural use per cubic metre taken - \$1.40 per m³.

Waingawa Process Water – a metered Process water rate per cubic metre taken - \$1.25 per m³.

Waingawa water rates

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.

For the purposes of this rate:

- 'Connected' means a rating unit to which water is supplied.

Additionally, a targeted rate per cubic meter of water supplied, as measured by meter. This rate will be invoiced separately from other rates.

The purpose of these rates is to fund the operation and maintenance of the Waingawa Water Supply service.

- (a) a targeted Waingawa Water Rate of \$773.11 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.
- (b) a targeted metered Waingawa Water Rate of \$3.22 per cubic metre set under Section 19(2)(b) 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 with consumption up to and including 50,000 cubic metres per year and is connected to the Waingawa reticulated water service.
- (c) a targeted metered Waingawa Water Rate of \$2.78 per cubic metre set under Section 19(2)(b) Local Government (Rating) Act 2002, as measured by meter, for all water supplied to each rating unit with consumption over 50,000 cubic meters per year, which has been fitted with a meter or meters and is connected to the Waingawa reticulated water service.

Economic Development Rate

The economic development rate is primarily used to fund regional and local economic development initiatives.

- a targeted Economic Development Rate of \$586.88 per rating unit on all Commercial and Industrial rating units as defined by the differential for General Rate.

(d) Due Dates for Rate Payments (excluding metered water rates)

Pursuant to Section 24 of the Local Government (Rating) Act 2002, that the rates (excluding metered water rates) for the year 1 July 2025 to 30 June 2026 be assessed in four equal instalments with each instalment due on the due date for payment for that instalment set out in table 1 below.

Table 1: due dates and penalty dates for rate payments (excluding metered water rates)

Instalment	Due date for payment	Penalty date
One	20 August 2025	21 August 2025
Two	20 November 2025	21 November 2025
Three	20 February 2026	21 February 2026
Four	20 May 2026	21 May 2026

(e) Due Dates for Metered Water Rate Payments

Pursuant to Section 24 of the Local Government (Rating) Act 2002, that the due dates for metered water rates are as set out in the table below for each reading period for the year 1 July 2025 to 30 June 2026.

Table 2: due dates and penalty dates for metered water rates

Meters read in	Due date	Penalty date
September 2025	31 October 2025	1 November 2025
January 2026	28 February 2026	1 March 2026
March 2026	30 April 2026	1 May 2026
June 2026	31 July 2026	1 August 2026

(f) Penalty Charges (Additional Charges on Unpaid Rates)

Pursuant to Sections 57 and 58(1)(a) of the Local Government (Rating) Act 2002, a penalty of 10% of the amount of each instalment of rates (except metered water rates) remaining unpaid after the relevant due date for payment will be added on the relevant penalty date for the instalment stated in table 1.

Targeted rates for metered water supply will be invoiced separately from other rates. A 10% penalty will be added to any part of the invoiced metered water rates that remain unpaid after the relevant due date stated in table 2 as provided in Sections 57 and 58 (1)(a) Local Government (Rating) Act 2002. The penalty will be added on the relevant penalty date for the instalment stated in table 2.

Pursuant to Sections 57 and 58(1)(b) of the Local Government (Rating) Act 2002, a penalty of 10% will be added on 1 July 2025 to the amount of rates assessed in previous financial years and remaining unpaid as at 30 June 2025 excluding metered water rates.

Pursuant to Sections 57 and 58(1)(b) of the Local Government (Rating) Act 2002, a penalty of 10% will be added on 1 August 2025 to the amount of water meter rates assessed in previous financial years and remaining unpaid as at 31 July 2025.

7.7 DOG CONTROL FEES FOR 2025/26**1. PURPOSE**

For the Council to set the Dog Control Fees for 2025/26.

MOVED

That the Council:

1. **Receives** the report.
2. **Adopts** the Dog Control fees for 2025/26.
3. **Gives** notice of fees for registration of dogs by public notification no less than one month prior to the fees taking effect.

Deputy Mayor S Cretney / Cr B Deller

CARRIED

7.8 ADOPTION OF THE DRAFT WAIRARAPA CONSOLIDATED BYLAW AND STATEMENT OF PROPOSAL FOR CONSULTATION.

1. PURPOSE

The purpose of this report is to seek Council adoption of the draft Wairarapa Consolidated Bylaw and Statement of Proposal for consultation.

NOTES

- The consultation period on the Bylaw will be delayed by one month.
- The recommendations that follow were updated at the meeting,

MOVED

That the Council:

1. **Notes** that a joint review of the Wairarapa Consolidated Bylaw (the Bylaw) is underway;

Cr R Cherry-Campbell / Cr S Gallon

CARRIED

2. **Endorses** the recommendations of the Wairarapa Policy Working Group to adopt the Wairarapa Consolidated Bylaw Statement of Proposal (Attachment 1) and the draft Wairarapa Consolidated Bylaw (Attachment 2) for adoption by the Wairarapa District Councils for community consultation;
3. **Notes** that consultation, using the special consultative procedure, was proposed to run between 14 May and 30 June 2025 on Parts One to Ten of the Bylaw, and from 14 May to 14 July 2025 for Part Eleven: Trade Waste to meet our requirements under section 148 of the Local Government Act 2002 and that consultation is delayed after receiving external legal advice on Part Nine: Water Supply;
4. **Notes** that consultation, using the special consultative procedure, is now proposed to run between 25 June 2025 and 25 July 2025 for Parts One to Ten of the Bylaw and from 25 May to 25 July 2025 for Part Eleven: Trade Waste to meet our requirements under section 148 of the Local Government Act 2002;
5. **Determines** that in accordance with section 155(1) of the Local Government Act 2002, a bylaw is the most appropriate way of addressing the perceived problems;
6. **Determines** that in accordance with section 155(2)(a) of the Local Government Act 2002 the draft bylaw is the most appropriate form of bylaw;
Determines that in accordance with section 155(2)(b) of the Local Government Act 2002 the draft bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990;
7. **Delegates** authority to the Chief Executive to format a Statement of Proposal for the Part Eleven: Trade Waste of the Bylaw for consultation using the content from the full Statement of Proposal in Attachment 1, and approve minor edits that do not alter the intent of the content;

Cr S Laurence / Deputy Mayor S Cretney

CARRIED

8. **Determines** that in accordance with section 155(2)(b) of the Local Government Act 2002 the draft bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990;

Cr R Cherry-Campbell / Deputy Mayor S Cretney

Against – Cr G Ayling

CARRIED

9. **Notes** that officers will report to the 25 June 2025 Council meeting to adopt the revised provisions of the Bylaw relating to Part Nine: Water Supply following a recommendation from the Wairarapa Policy Working Group;
10. **Notes** an extended two month consultation period from 14 May to 14 July 2025 is proposed for the part relating to Trade Waste to meet our requirements under section 148 of the Local Government Act 2002;
11. **Notes** that the Wairarapa Policy Working Group will hear submissions on dates to be confirmed;
12. **Notes** that Councillor Melissa Sadler-Futter (SWDC) will chair the Wairarapa Policy Working Group hearings and deliberations in the absence of Councillor Robyn Cherry- Campbell (CDC);
13. **Notes** that following hearings and deliberations the Wairarapa Policy Working Group will make final recommendations to Council on a final Bylaw in September 2025.

Cr L Newman / Cr S Laurence

CARRIED

7.9 LINCOLN ROAD 2021 CONSTRUCTION REVIEW AND FLOOD RISK

1. PURPOSE

For Council to consider the officer's review of Calibre's report - Lincoln Road Flood Risk Assessment - and consider recommendations for flood management.

MOVED

That the Council:

1. **Receives** the report.

Cr L Newman / Cr S Gallon

CARRIED

2. **Recommends** officers develop the scope of work and cost estimates for:
 - (a) Flood Risk Management Plan (FRMP) for Carterton District, and
 - (b) Active maintenance of the Waikakariki Stream, and
 - (c) Mitigation options for the Mangatāreere Flood riskand bring these back to Council for consideration.

Cr R Cherry-Campbell / Cr S Gallon

CARRIED

7.10 RE-CONSULTATION ON THE DRAFT SPEED MANAGEMENT PLAN**1. PURPOSE**

For the council to consider consulting on Carterton's Draft Speed Management Plan 2025.

MOVED

That the Council:

1. **Receives** the report.
2. **Delegates** to the Chief Executive the authority to:
 - (a) approve the final consultation document for the Draft Speed Management Plan 2025, and
 - (b) undertake further consultation on the Draft Speed Management Plan 2025, and
 - (c) implement the changes as far as practicable within existing budgets.

Deputy Mayor S Cretney / Cr B Deller

Against – Cr G Ayling

CARRIED

7.11 STANDING ORDERS 2025**1. PURPOSE**

For the Council to adopt the Standing Orders 2025.

MOVED

That the Council:

1. **Receives** the report.

Deputy Mayor S Cretney / Cr R Cherry-Campbell

CARRIED

2. **Agrees to:**
 - (a) Option C as the default option for speaking and moving motions in clause 22 for Council.

Deputy Mayor S Cretney / Cr R Cherry-Campbell

CARRIED

- (b) Option C as the default option for speaking and moving motions in clause 22 for Committees.

Deputy Mayor S Cretney / Cr S Laurence

CARRIED

3. **Agrees to:**

- (b) include the provision of the Chair having a casting vote.

Cr R Cherry-Campbell / Cr B Deller

CARRIED

4. **Adopts** the Carterton District Council Standing Orders 2025 with the changes agreed in (2) and (3), and the amendments as noted in this paper and in the Standing Orders 2025 in Attachment 1.

Cr B Deller / Deputy Mayor S Cretney

CARRIED

7.12 CHIEF EXECUTIVE REPORT

1. **PURPOSE**

For the Council to be informed on planned Council operational activities, major projects, and other matters of importance and interest.

NOTED

- CDC Community Services were congratulated for their work with Mayor's Taskforce for Jobs. They are setting an example for other councils to follow.

MOVED

That the Council:

1. **Receives** the report.

Deputy Mayor S Cretney / Cr R Cherry-Campbell

CARRIED

7.13 FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2025

1. **PURPOSE**

To present the financial results to Council for the period ending 31 March 2025.

MOVED

That the Council:

1. **Receives** the report.

Cr R Cherry-Campbell / Cr S Gallon

CARRIED

8.14 SERVICE REQUESTS AND COMPLAINTS**1. PURPOSE**

For the Council to be informed on Service Requests received in March 2025 to 5 May 2025, and Complaints received from March 2025 to 5 May 2025.

MOVED

That the Council:

Receives the report.

Cr G Ayling / Cr S Gallon

CARRIED

7.15 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 (the Act) 18 March 2025 to 2 May 2025.

MOVED

That the Council:

1. **Receives** the report.

Deputy Mayor S Cretney / Cr L Newman

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
9.1 - Strategic Organisational Review	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	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

Cr R Cherry-Campbell / Cr B Deller

CARRIED

MOVED

That Council moves out of Closed Council into Open Council.

Mayor R Mark / Cr B Deller

CARRIED

9 KARAKIA WHAKAMUTUNGA

The meeting closed with a karakia by all members.

The meeting closed at 5.25 pm

Minutes confirmed:

Date:



7.2 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 11 JUNE 2025

1. RECOMMENDATION

1. That the Minutes of the Ordinary Council Meeting held on 11 June 2025 are true and correct.

File Number: 454469

Author: Robyn Blue, Democratic Services Officer

Attachments: 1. Minutes of the Ordinary Council Meeting held on 11 June 2025

**MINUTES OF CARTERTON DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE CARTERTON EVENTS CENTRE, 50 HOLLOWAY ST, CARTERTON
ON WEDNESDAY, 11 JUNE 2025 AT 9:00 AM**

PRESENT: Mayor Ron Mark, Deputy Mayor Steve Cretney, Cr Brian Deller, Cr Robyn Cherry-Campbell, Cr Steve Laurence, Cr Lou Newman, Cr Steve Gallon, Joel Ngātuere (Ngāti Kahukuraāwhitia)

IN ATTENDANCE: Staff
Geoff Hamilton (Chief Executive), Karon Ashforth (Corporate Services Manager), Geri Brooking (People and Wellbeing Manager), Solitaire Robertson (Planning and Regulatory Services Manager), Glenda Seville (Community Services and Facilities Manager), Johannes Ferreira (Infrastructure Services Manager), Anna Tulloch (Communications and Engagement Advisor), Robyn Blue (Democratic Services Officer), Katrina King (Democratic Services Officer)

1 KARAKIA TIMATANGA

The meeting opened with a karakia by all members.

2 APOLOGIES

MOVED

That apologies be accepted from Cr G Ayling.

Cr L Newman / Deputy Mayor S Cretney

CARRIED

MOVED

That apologies be accepted from Cr D Williams.

No mover or seconder

MOTION FAILED

3 CONFLICTS OF INTERESTS DECLARATION

There were no conflicts of interest declared.

4 PUBLIC FORUM

There was no public forum.

5 DISCUSSION OF PUBLIC FORUM

N/A

6 YOUTH COUNCIL VIEWS ON AGENDA ITEMS

N/A

7 CONFIRMATION OF THE MINUTES

N/A

8 REPORTS

8.1 ADOPTION OF DRAFT ANNUAL PLAN 2025/26

1. PURPOSE

For the Council to consider the adoption of the draft Annual Plan 2025/26 and resolution to set rates for the year ending 30 June 2026.

NOTED

- Page 15 of the Annual Plan will be amended to include that Ngāti Kahukuraāwhitia has historical connections to the Mangatarere Stream, as well as connections to the Waiohine River and Taratahi.
- Waters renewals are funded by depreciation, and funding is put into a reserve to be used when needed. This is carried over if not utilised.
- In the past, depreciation of waters assets has been at 75%. The reduction from 75% to 50% occurred several years ago with the changes proposed as part of Three Waters Reforms. It was planned to increase this back to 75% in the Long-Term Plan (LTP) 24/25 and was supported by Council in earlier discussions. However, Council has since asked Management to amend the Annual Plan and defer the proposed increase in funding of waters depreciation by one year, keeping it at 50% for the Annual Plan 25/26.
- The rationale for keeping depreciation of waters assets at 50% is to reduce the impact on rates for urban ratepayers who are disproportionately affected by increasing the depreciation on waters assets back to 75%.

At the meeting several elected members expressed concern about the impact on this change in the next rating cycle.

- There was discussion on the following mitigating factors:
 - Only water renewals are funded by depreciation in CDC; other capital works are funded by debt.
 - All of the reserves will be transferred to the new entity when it is operational. CDC won't fund waters when it is handed over to the new entity.
 - The new LWDW model doesn't rely on depreciation for funding renewals. Capital works will be funded by debt.

- CDC has the lowest debt of the two other Wairarapa councils and Tararua District Council – both in quantity and proportion. The risks in increasing Council debt are not considered to be material.
- Legal advice has been sought, and there is no need to consult the community on this change to the LTP.

MOVED

That the Council:

1. **Receives** the report.

Cr R Cherry-Campbell / Cr S Gallon

CARRIED

2. **Notes** changes made to the second year of the 2024-34 Long-Term Plan have been reflected in the draft 2025/26 Annual Plan.

Cr B Deller / Cr L Newman

CARRIED

3. **Notes** the deferral of the increased ratepayer funding of waters depreciation from 50% to 75% for the 2025/26 fiscal year is inconsistent with the 2024-34 Long-Term Plan.

Mayor R Mark / Cr S Laurence

CARRIED

4. **Notes** the deferral of increased ratepayer funding of waters depreciation can be considered by Council without the need for further consultation.

Cr S Laurence / Cr R Cherry-Campbell

CARRIED

5. **Notes** Council will consider further public consultation on deferring ratepayer funding of waters depreciation in 2026.

Cr B Deller / Cr L Newman

CARRIED

6. **Adopts**, pursuant to Section 95 of the Local Government Act 2002, the draft Annual Plan 2025/26, including the schedule of fees and charges in **Attachment 1 and 2**.

Cr L Newman / Cr S Gallon

CARRIED

7. **Delegates** authority to the Mayor and Chief Executive to make minor editorial changes to the draft Annual Plan 2025/26 prior to publication.

Cr L Newman / Cr B Deller

CARRIED

8.2 SETTING RATES FOR 2025-26

1. PURPOSE

For Council to consider the setting of rates for the 2025-26 financial year.

RECOMMENDATION

That the Council:

Receives the report:

Pursuant to Sections 23, 24 and 57 of the Local Government (Rating) Act 2002, **resolves** to set the rates, due dates and penalties regime for the 2025/26 financial year as follows:

All rate amounts stated are GST inclusive.

(a) General rate

A general rate on the capital value of each rating unit in the district.

The general rate is set on a differential basis over three rating categories as follows:

General rates – differential factor	
Residential	1 . 0
Commercial	1 . 8
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 1991

- 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.
 - Excludes any rating units used primarily for residential purposes
 - Includes any rating units within the rural zone of Carterton District, as depicted in the District Plan, holding or exercising existing use rights or resource consent to carry out commercial or 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.

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 0.19184 cents in the dollar (including GST) of capital value on every rating unit in the Residential category
- a rate of 0.34531 cents in the dollar (including GST) of capital value on every rating unit in the Commercial category
- a rate of 0.15347 cents in the dollar (including GST) of capital value on every rating unit in the Rural category

(b) Uniform Annual General Charge

A Uniform Annual General Charge on each rating unit in the district to fully fund Governance activities and to fund Community Support activities within 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, for the rating year 2025/26 this rate will be \$1,288.18 (including GST) per rating unit set under section 15(1)(a) Local Government (Rating) Act 2002.

(c) Targeted rates

Regulatory and planning service rate

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.

A targeted Regulatory and Planning Services Rate of 0.00849 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on every rating unit in the district.

Urban wastewater rates

A differential targeted rate for the Council's urban wastewater and treatment and disposal of wastewater 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 wastewater 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 sets 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 wastewater service directly or through a private drain.
- 'Able to be connected' means the rating unit is not connected to the Council's urban wastewater 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.
 - a. A rate of \$635.32 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.
 - b. a rate of \$1,270.64 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 to the Council's urban sewerage reticulation system.
 - c. a rate of \$1,270.64 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 to Council's urban sewerage reticulation system.

Waingawa wastewater rates

A targeted rate of a fixed amount on every separately used or inhabited part of a rating unit that is connected to the Waingawa wastewater service.

And

A differential targeted rate on capital value on all properties connected or able to be connected to the Waingawa wastewater 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 these rates:

- 'Connected' means a rating unit that is connected to the reticulated wastewater service.
- 'Able to be connected' means a rating unit that can be connected to the wastewater service, but it not, and is a property situated within 30 metres of such a drain.

The purpose of these rates is to fund the operation and maintenance of the Waingawa wastewater service.

- a) a targeted Waingawa Sewerage Rate of \$219.00 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 located in the Waingawa industrial zone of Carterton District,
- b) a rate of 0.21579 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on all rating units connected or able to be connected to the Waingawa Sewerage Service, in the Waingawa industrial zone of Carterton District that are not used primarily for residential purposes,
- c) a rate of 0.10789 cents per dollar of capital value set under Section 16 Local Government (Rating) Act 2002 on all properties used primarily for residential purposes connected or able to be connected to the Waingawa Sewerage Service located in the Waingawa industrial zone of Carterton District.

Stormwater rate

A stormwater rate on all rating units within the urban area calculated on land value. For the purposes of this rate the 'urban area' is 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.
 - a targeted Stormwater Rate of 0.04078 cents per dollar of land value set under Section 16 Local Government (Rating) Act 2002 on all rating units within the urban area.

Refuse collection and kerbside recycling rate

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.

- (a) a targeted Refuse Collection and Kerbside Recycling Rate of \$126.00 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.

Urban water rates

A differential 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.
- 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.

Additionally, 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.

For the purposes of the differential targeted 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 these rates to fund the operation and maintenance of the urban water supply.

- (a) a rate of \$825.64 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,
- (b) a rate of \$412.82 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,
- (c) a targeted Metered Water Rate of \$2.10 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.
- (d) A targeted Metered Water Rate of \$3.20 per cubic metre set under section 19(2)(a) Local Government (Rating) Act 2002 for each cubic metre of water supplied, for temporary connections for Commercial and Industrial rating units as defined by the differential for General Rate.

Carterton Water Race Systems targeted rates

A targeted rate on a differential basis, calculated on land area, on rating units within the Carrington or 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 Water Race System, calculated from conditions of the applicable resource consent.

A rural water services rate on every rating unit situated in the Carrington or 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.
- a targeted Rural Water Race Rate of \$311.83 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 that has provision of the service.
- 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 \$36.82683 per hectare
 - Class B \$ 8.45052 per hectare
 - Class C \$226.44919 per hectare

where classes are defined in the Funding Impact Statement.

A metered Water Race rate for principally commercial / industrial use – per cubic metre taken - \$2.30 per m³.

A metered Water Race rate for principally horticultural use per cubic metre taken - \$1.40 per m³.

Waingawa Process Water – a metered Process water rate per cubic metre taken - \$1.25 per m³.

Waingawa water rates

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.

For the purposes of this rate:

- 'Connected' means a rating unit to which water is supplied.

Additionally, a targeted rate per cubic meter of water supplied, as measured by meter. This rate will be invoiced separately from other rates.

The purpose of these rates is to fund the operation and maintenance of the Waingawa Water Supply service.

- (a) a targeted Waingawa Water Rate of \$773.11 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.
- (b) a targeted metered Waingawa Water Rate of \$3.22 per cubic metre set under Section 19(2)(b) 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 with consumption up to and including 50,000 cubic metres per year and is connected to the Waingawa reticulated water service.
- (c) a targeted metered Waingawa Water Rate of \$2.78 per cubic metre set under Section 19(2)(b) Local Government (Rating) Act 2002, as measured by meter, for all water supplied to each rating unit with consumption over 50,000 cubic meters per year, which has been fitted with a meter or meters and is connected to the Waingawa reticulated water service.

Economic Development Rate

The economic development rate is primarily used to fund regional and local economic development initiatives.

- a targeted Economic Development Rate of \$586.88 per rating unit on all Commercial and Industrial rating units as defined by the differential for General Rate.

(d) Due Dates for Rate Payments (excluding metered water rates)

Pursuant to Section 24 of the Local Government (Rating) Act 2002, that the rates (excluding metered water rates) for the year 1 July 2025 to 30 June 2026 be assessed in four equal instalments with each instalment due on the due date for payment for that instalment set out in table 1 below.

Table 1: due dates and penalty dates for rate payments (excluding metered water rates)

Instalment	Due date for payment	Penalty date
One	20 August 2025	21 August 2025
Two	20 November 2025	21 November 2025
Three	20 February 2026	23 February 2026
Four	20 May 2026	21 May 2026

(e) Due Dates for Metered Water Rate Payments

Pursuant to Section 24 of the Local Government (Rating) Act 2002, that the due dates for metered water rates are as set out in the table below for each reading period for the year 1 July 2025 to 30 June 2026.

Table 2: due dates and penalty dates for metered water rates

Meters read in	Due date	Penalty date
September 2025	31 October 2025	1 November 2025
January 2026	28 February 2026	1 March 2026
March 2026	30 April 2026	1 May 2026
June 2026	31 July 2026	1 August 2026

(f) Penalty Charges (Additional Charges on Unpaid Rates)

Pursuant to Sections 57 and 58(1)(a) of the Local Government (Rating) Act 2002, a penalty of 10% of the amount of each instalment of rates (except metered water rates) remaining unpaid after the relevant due date for payment will be added on the relevant penalty date for the instalment stated in table 1.

Targeted rates for metered water supply will be invoiced separately from other rates. A 10% penalty will be added to any part of the invoiced metered water rates that remain unpaid after the relevant due date stated in table 2 as provided in Sections 57 and 58 (1)(a) Local Government (Rating) Act 2002. The penalty will be added on the relevant penalty date for the instalment stated in table 2.

Pursuant to Sections 57 and 58(1)(b) of the Local Government (Rating) Act 2002, a penalty of 10% will be added on 1 July 2025 to the amount of rates assessed in previous financial years and remaining unpaid as at 30 June 2025 excluding metered water rates.

Pursuant to Sections 57 and 58(1)(b) of the Local Government (Rating) Act 2002, a penalty of 10% will be added on 1 August 2025 to the amount of water meter rates assessed in previous financial years and remaining unpaid as at 31 July 2025.

Mayor R Mark / Cr S Cretney

CARRIED

9 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
9.1 - Waingawa Water Storage Project	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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

Cr L Newman / Deputy Mayor S Cretney

CARRIED

MOVED

That Council moves out of Closed Council into Open Council.

Deputy Mayor S Cretney / Cr B Deller

CARRIED

10 KARAKIA WHAKAMUTUNGA

The meeting closed with a karakia by all members.

The meeting closed at 10.50 am

Minutes confirmed:

Date:

8 REPORTS



8.1 WELLINGTON NZ QUARTERLY REPORT.

1. PURPOSE

For the Council to receive a report of activities for the quarter ending March 2025 on the delivery on the Wairarapa Economic Development Strategy.

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 three Wairarapa Territorial Authorities collectively invest in Wellington NZ to deliver on the Wairarapa Economic Development Strategy.

4. ACTIVITIES OF WELLINGTON NZ

Attached to this report are the following:

- WEDS Work Programme Report for the period 1 January 2025 – 31 March 2025.
- Wellington NZ Wairarapa Activity Update.

Wellington NZ has provided the Wairarapa Activity Update. This update gives visibility on activities that are being delivered by the Wellington NZ Business and Innovation team in Wairarapa, that sits outside the Wairarapa Economic Development Strategy programme.

Wellington NZ will be present to speak to this report.

5. RECOMMENDATION

That the Council:

1. **Receives** the Wellington NZ quarterly report.
- 2.

File Number: 440123

Author: Glenda Seville, Community Services and Facilities Manager

Attachments:

1. Wellington NZ Quarterly Report [↓](#)
2. WNZ Wairarapa Activites [↓](#)

Wairarapa Economic Development 2024/25 Work Programme

Quarterly Reporting Dashboard - Overview

Q3: 1 January to 31 March 2025

Overview	Key risks and issues
<p>Building on the foundation established earlier this year, Q3 focused on further advancing the delivery of the WEDS Work Programme across the three priority areas. The WEDS Steering Group continued to provide direction, ensuring that available resources are strategically aligned for impactful implementation. The Group welcomed a new member, Lisa Portas, to represent the Food and Fibre (primary sector) and also sits on the Destination Wairarapa Board.</p> <p>Progress on the Wairarapa Water Resilience Strategy continued with the Governance Group fully established and the Implementation Work Programme moving ahead across five workstreams. The second series of Summer Series events successfully took place, with strong attendance and positive engagement from the sector.</p> <p>In the Food & Fibre area, initial scoping has progressed, with a focus on prioritising the delivery of a Capability Series to enhance operational efficiency and foster sustainable business practices across the sector.</p> <p>The Workforce Action Plan refresh continued to evolve, incorporating valuable input from sector representatives. Key areas of shared opportunities are beginning to emerge, paving the way for targeted action to meet workforce needs and maximise the impact of available resources.</p> <p>This quarter has maintained momentum with limited PMO capacity. The WEDS Work Programme is looking to address the region's priorities effectively with a long-term impact outlook that is reflected in shaping the Work Programme for the new financial year. Work is underway to better communicate WEDS initiatives and their impact, this will be advanced in Q4.</p> <p>The PMO provided logistical support to MBIE for the Regional Development Summit held at the Wairarapa Events Centre with Minister Shane Jones. The event was well received, with attendees valuing the opportunity to engage directly with the Minister and highlight shared regional economic development priorities. Post-event feedback showed strong interest in hosting more regional development events to strengthen connections with central government and attract future investment into the region.</p>	<p>While the Wairarapa Water Resilience Strategy is making strides, there is a risk that insufficient public visibility may hinder broader understanding and support for the long-term goals of the Strategy.</p> <p>In terms of the Digital Fluency Programme, the uncertainty surrounding the future of the NZIQ platform infrastructure could delay its relaunch, affecting the timely development of digital skills in schools and businesses.</p> <p>Additionally, many initiatives are dependent on securing external funding and resources, and any challenges in this area, such as for the Attract, Connect, Stay programme, could limit their scope and delivery. Collectively, these risks require close monitoring and timely intervention to ensure the successful delivery of the WEDS Work Programme and its impact on the region.</p>

WATER RESILIENCE	PRIMARY SECTOR – FOOD & FIBRE	WORKFORCE DEVELOPMENT & SKILLS
Wairarapa Water Resilience Strategy (WWRS)	Support the sector to implement tangible initiatives	Implement the Wairarapa Workforce Action Plan - Plan Refresh
<p>The Wairarapa Water Resilience Strategy is progressing with an established Governance Group now operating to deliver a structured Implementation Plan. Key workstreams have been scoped and modestly resourced, focusing on water capture, allocation, and adaptation. Councils have agreed to explore ways to raise the Strategy's visibility, reflecting shared recognition of its importance.</p> <p>WEDS-funded work on A Case for Action has completed its first stage, which involved collating existing data and identifying critical information gaps. This lays the foundation for deeper analysis to support improved seasonal water reliability across multiple users.</p>	<p>The WEDS PMO is progressing two actions to strengthen the food and fibre sector. Scoping has begun on a Capability Series to support leadership, business growth, and workforce development, with early engagement laying the groundwork for a programme to start to roll out next quarter.</p> <p>In parallel, a review of diversification and value chain opportunities is underway, aiming to revalidate and prioritise commercially viable options for businesses.</p> <p>Both initiatives are focused on building resilience, unlocking growth, and aligning with wider regional efforts.</p>	<p>The refresh of the Wairarapa Skills and Workforce Development Plan is progressing well, with three new initiatives added this quarter in response to current sector needs. The process remains highly collaborative, ensuring actions are practical and aligned with regional economic priorities.</p> <p>A new Chair, Barbara Gladding, has been elected to lead the Wairarapa Skills Leadership Group, providing renewed momentum. Ongoing sector engagement continues to shape the Plan and support delivery of meaningful, region-specific workforce solutions.</p>
Waingawa Water Security		Implement the Wairarapa Workforce Action Plan - Ongoing Initiatives
<p>Construction activities continue to advance, with the pump station contractor secured and pumphouse refurbishment successfully completed. Business interest in connecting to the network is increasing, including commitment from a local transport company. Construction remains on track to enable water delivery by July 2025, supporting industrial expansion while reducing pressure on potable water supplies. Upcoming priorities include completing pump station works and Carterton District Council setting water pricing in preparation for supply commencement.</p>		<p>Several ongoing projects continue to support workforce development across the region. Tū Hauoranga Trust has re-engaged with national networks and advanced planning for a Strategic Connector role to drive the next phase of the Attract, Connect, Stay programme, aimed at strengthening the local healthcare workforce.</p> <p>Waitech Trust is actively working to relaunch the Digital Fluency Programme, with new engagement underway to secure a sustainable platform for future delivery in schools and businesses.</p> <p>Following the cancellation of Umanga Tumatarau, the WEDS PMO and REAP are reshaping the initiative into a series of on-site business visits, offering students a hands-on look at local career pathways and industry environments—an approach supported by several local employers.</p>
Water Education		
<p>The second Summer Series concluded successfully, with three well-attended on-farm events highlighting innovative and efficient water use practices. The events engaged over 150 participants from across the primary sector, reinforcing the value of peer-led learning and showcasing local water resilience solutions. Building on this momentum, planning is now underway for a third series in 2025–26, with a focus on diversifying land use representation and maintaining the successful on-farm format.</p>		

Wairarapa Economic Development 2024/25 Work Programme Quarterly Reporting Dashboard - Initiatives Q3: 1 January to 31 March 2025											
Priority Focus Area	Initiative	Lead	Action	Expected Outcomes	Status	Funds	WEDS PMO Intervention	Progress Report	Progress Milestones	Next Steps - Q4 and beyond	
Water Resilience	Wairarapa Water Resilience Strategy	WWRS Gov Group	Develop an implementation plan among key stakeholders and define the initial governance structure and work programme that encompasses all four rooms of the resilience strategy framework (capture, attenuation, allocation, adaptation).	Regional coordination: An enduring governance and delivery framework to deliver on regional water resilience priorities. Fit-for-purpose solutions: Help us to look after our resources, prioritise its use, and increase resilience. Provides reliability and certainty: Water is available for use when required to build sustainable growth in our regional economy. Collective value: The region holds greater value for water and it is use to more wisely meet our needs.			Participated in WWRS-GG meetings and worked in partnership with the Programme Director.	The Governance Group are established and have an operating rhythm with an implementation plan that has a clear structure. Various workstreams have been scoped and modestly resourced for delivery. Agreement the Strategy needs increased visibility for the public - councils are exploring a platform to do this.	Regional engagement: Multiple partners are being consulted, and are in agreement with the Implementation Plan framework to guide resources for the region. Shift in momentum: The Strategy has transitioned with projects shifting from planning stages to delivery, an exmample of this is A Case for Action - see details below.	Confirmation from councils to continue ongoing support. Workshop with stakeholders to develop FY25/26 Work Programme.	
		GWRC project team	A Case for Action: This project seeks to bring together existing information and draw a picture that outlines the combined need for municipal, rural, and commercial surety of water supply. There are two key objectives for doing this work: identify the nature and areas of need and allow prioritisation of coordinated action; and inform collateral to communicate the need for action and the options for solutions in different locations of the Wairarapa.	Economic Development outcomes: Long-term resilience underpins our economic development potential, coupled with greater environmental protection. Prioritised investment to water solutions: The region is better positioned by having a coordinated and integrated approach. This improves chances to secure funding, in the right locations for the greatest impact. Improved seasonal water security: Our communities and businesses have reliable and equitable access to water building resilience.			Funder. Participant in future-scenario workshop to inform project.	Stage 1 is now complete having collated the existing information and a gap/challenge stocktake having been undertaken.	Clearer understanding of collective water demands: The existing data has provided a consolidated snapshot of multiple usage requirements across Wairarapa.	The project is on target for completion by the end of Q4. This will involve: - Testing assumptions with experts and landing scenarios to be modelled. - Engaging with stakeholders. - Preparing reports and collateral.	
	Waingawa Water Security Project	CDC	Implement the Waingawa Process Water Project.	Industrial water security: Businesses within the Estate will have access to reliable, non-potable water supplies. This will reduce their operational risk and support business continuity. Potable water freed-up: Masterton District Council will have greater capacity to supply other water users - supporting community resilience during dry periods. Enabler of economic growth and investment for Wairarapa: Water availability at the Estate becomes a competitive advantage, making it more attractive to retain and attract businesses to our region, supporting our workforce and economy.			Co-funding.	The procurement of a pump station contractor and the successful completion of pumphouse refurbishment has been completed, marking further progress toward commissioning and delivery of water. Interest from business in connecting to the network is growing, with a local transport business indicating their intention to connect to the process water reticulation. The project remains on track to enable water delivery by July 2025, supporting industrial growth to assist with easing demand on potable water supplies.	Infrastructure milestones achieved: Mark critical progress to enabling delivery of water to users, this reduces reliance on potable water, enabling Masterton District Council to reallocate potable water elsewhere on the network. Increase in interest from business: Growing interest from local businesses signals there is growing confidence from industry for uptake when water becomes available.	Construction activities to be completed, with focus on the pump station. CDC to set pricing for water supply, ready for delivery in July.	
	Water Education	WWUS	Water education & networking events, similar to the successful Summer Series events.	Improved water use efficiency: Irrigators are inspired to adopt more efficient water practices, reducing pressure on local resources and improving long-term sustainability. Increased awareness of adaptive technologies and practices helps the sector respond more effectively to climate variability and water scarcity. Strengthened understanding and trust: The series fosters dialogue between groups who bring different perspectives on water (e.g. regulators and farmers), leading to shared understanding, and common ground. Exposure to diverse views and on-the-ground innovations builds a more collaborative and informed regional approach to water resilience. These shared experiences are helping to shift the culture from "compliance-focused" to "relationship-focused", reducing conflict and encouraging cooperative problem-solving.			Main series sponsor. Promoted the events through communications and marketing to increase participation. Attended the events to build connections and encourage networking among participants.	The second Wairarapa Summer Series of on-farm educational events concluded this quarter, with two more events held. Event 2, held at Moiki Farm in February, focused on seed and arable crop production, drawing 57 attendees from across the agricultural and agri-support sectors. Event 3, hosted at Woodleigh Trust in March, showcased a production system enhanced by the discovery of deep groundwater outside known aquifer zones, attracting over 50 participants, primarily from behind the farm gate. The series has continued to support irrigators and landowners to gain knowledge on local innovative and efficient water practices.	Broadened engagement: The series attracted a more diverse audience, not only farmers but also industry support services, regulators, and environmental advocates. This helped to strengthen cross-sector dialogue on water use and land management. Growing participant commitment: The repeat attendance across the series indicates strong interest, value perception, and a deepening commitment to learning and applying water-efficient practices.	Building on the success of two consecutive Summer Series, the Wairarapa Water Users Society plans to develop a third series for the 2025–26 summer. The proven on-farm format will be retained, with a focus on identifying innovative hosts and underrepresented land uses to keep content fresh and relevant. Future topics under consideration include orcharding, dairy support, market gardening, horse studs, and egg production. Planning will commence in the coming months, with an emphasis on showcasing real-world examples that resonate with target audiences and reinforce key water resilience messages.	

STATUS KEY:

Resilience focused

Wairarapa Economic Development 2024/25 Work Programme											
Quarterly Reporting Dashboard - Initiatives											
Q3: 1 January to 31 March 2025											
Priority Focus Area	Initiative	Lead	Action	Expected Outcomes	Status	Funds	WEDS PMO Intervention	Progress Report	Progress Milestones	Next Steps - Q4 and beyond	
Primary Sector - Food & Fibre	Support the sector to implement tangible initiatives that contribute to the priorities identified.	WEDS PMO	Promote existing capability offerings and implement a Capability Series to strengthen the foundations of the food and fibre sector through skills, leadership, and resilience-building.	<p>Improved sector resilience and sustainability: Businesses across the sector are better equipped to adapt to challenges through strengthened leadership and strategic capability.</p> <p>Increased productivity and innovation: Having the fundamentals in business planning, governance, and investment-readiness enables producers to scale sustainably, explore diversification, and adopt new technologies with higher chance of success.</p> <p>Greater economic contribution: A more capable, confident food and fibre sector contributes to Wairarapa's long-term economic development goals through growth in value-added production, job creation, and market expansion.</p> <p>Sector-led culture of continuous improvement: By shifting our approach to listen to sector needs, we support a shift where professional development and business improvement are ongoing priorities, this is more than a series of workshops — it's the beginning of a structured, long-term programme to lift the capability of Wairarapa's food and fibre sector.</p>			Project Lead. Initiated scoping a Capability Series to strengthen foundational skills, leadership, and resilience in the food and fibre sector. Worked with sector representatives and other partners to scope the project.	Early work has focused on building sector relationships, mapping existing capability offerings, and identifying where WEDS can add the greatest value. We have engaged with a potential provider to deliver tailored support in key areas including people management and workforce development, governance and succession planning, business growth strategy, business model innovation, and investment readiness. This groundwork sets a strong foundation for the rollout of high-impact, sector-focused capability workshops in the next quarter.	<p>Improved understanding of sector needs: Establishing relationships and completing a stocktake of existing offerings has provided a reevaluation of key capability gaps and opportunities to avoid duplication and maximise resources to have maximum impact for the sector.</p> <p>Focused scope for delivery: We have now been able to identify capability-building topics, including workforce development, governance and succession, strategic growth planning, and investment pathways. Our approach ensures businesses have solid foundations before advancing to meet the aspirations of the Sector.</p>	<p>Continue to build relationships and share opportunities for businesses to build their capability.</p> <p>Finalise what WEDS is going to co-deliver with the provider, advertise, and deliver.</p>	
		LFI / WEDS PMO	Review and revalidate the diversification and value chain opportunities for Wairarapa's food and fibre sector, building on Leftfield Innovation's 2020 work, to shortlist viable growth options and inform pilot trials and market pathways for implementation.	<p>Greater resilience through diversification: Our primary producers have access to viable alternative production options, reducing reliance on traditional commodities, and improving resilience to market or climate shocks.</p> <p>Pathways to value-add markets: Producers are supported to enter new or premium markets through evidence-based guidance, and development of regional value chains.</p> <p>More sustainable land use and resource allocation: Diversification supports land use choices that better align with environmental conditions, resource constraints, and long-term sustainability.</p> <p>Stronger regional identity: Highlighting innovative and niche production supports a distinct regional identity, attracting investment, partnerships, and recognition for Wairarapa as a forward-thinking food and fibre region.</p> <p>Informed investment: The project provides a locally proven pathway to guide investment decisions, support funding applications, and de-risk pilot trials that may unlock broader transformation in the sector.</p>			Project Lead. Initiated a review of diversification and value chain opportunities in Wairarapa's food and fibre sector, building on the foundational work completed by Leftfield Innovation in 2020. Engaged with sector leaders to validate the opportunity, and with providers to scope pathways for the project.	Early work has focused on aligning complementary initiatives to maximise cross-project benefits. The aim is to revalidate previously identified opportunities and develop a refreshed shortlist of commercially viable options. These will directly inform pilot trials and future market development pathways, to be implemented in the new financial year.	<p>Scoping commenced: Validated strategic alignment and long-term impact.</p> <p>Strategic alignment: This initiative is being intentionally connected to other projects in the region to create shared value and avoid duplication.</p> <p>Early foundations set: The earlier work completed lays the groundwork to build on to re-test the commercial relevance of previously identified opportunities under different scenarios (e.g., with or without secure water). This work takes time, it is a staged approach and needs to be supported throughout the phases to deliver for the Sector.</p>	<p>Complete the review of opportunities, aligned with other regional projects.</p> <p>Clearly define next steps and actions for the initiative in the new financial year.</p>	

STATUS KEY:

Wairarapa Economic Development 2024/25 Work Programme											
Quarterly Reporting Dashboard - Initiatives											
Q3: 1 January to 31 March 2025											
Priority Focus Area	Initiative	Lead	Action	Expected Outcomes	Status	Funds	WEDS PMO Intervention	Progress Report	Progress Milestones	Next Steps - Q4 and beyond	
Workforce Development & Skills	Implement the Wairarapa Workforce Action Plan.	WSLG, and Sector Groups	Health sector – Deliver the first phase of the Attract, Connect, Stay programme to recruiting and retaining healthcare workforce	Whole-of-community retention strategy: Recognising that “we recruit and retain a family, not just a worker,” the initiative fosters connections to employment, housing, recreation, and community networks that help keep professionals and their families in the region. This supports a long-term community-led approach to attract and build relationships with our workforce. Cross-sector collaboration: Attract, Connect, Stay thinking and tools become transferable, enabling other sectors to adopt similar strategies to reduce turnover and extend average tenure beyond the two year average. Reduced silos and fragmentation: The initiative builds shared understanding across sectors about the systemic and cultural actions needed to attract and retain staff, improving regional workforce planning and collaboration. Enhanced regional reputation: A more coordinated and people-focused approach helps create a comparative advantage for Wairarapa as an attractive, supportive place to live and work, boosting the region’s appeal to skilled professionals across industries.			Co-funder. Provided administrative support to Tū Hauoranga Trust volunteers to drive the delivery of the project.	The first phase of the Attract, Connect, Stay programme continues to build momentum toward strengthening Wairarapa’s healthcare workforce. Since January, the Tū Hauoranga Trust renewed its membership with Dr Cosgrove’s Attract, Connect, Stay Impact Network, re-establishing key relationships and aligning the local approach with other programme insights. Ongoing engagement with Dr Moran has focused on designing effective data and metric capture to support impact measurement through the planned Strategic Connector role. Progress has also been made on scoping and resourcing the Strategic Connector position, which will be central to implementing the next phase of the programme and delivering long-term, community-driven workforce outcomes.	Strong stakeholder support for the Strategic Connector role: The concept of the Strategic Connector has generated widespread enthusiasm across the health and wider community sectors, reinforcing its relevance and urgency. Increased community and sector engagement: Stakeholders are actively seeking updates and involvement, with several local agencies expressing interest in collaborating with the Strategic Connector once appointed. Momentum and readiness to launch: Community appetite for action is high, reflecting pent-up demand for a coordinated approach to healthcare workforce attraction and retention. This positions the initiative well for attracting additional funding for implementation in the next phase.	The next phase of the initiative will focus on operationalising the Strategic Connector role. This includes finalising the role scope, developing a comprehensive orientation programme, proceeding with recruitment and appointment. Work will also begin on developing a dedicated website to embed and promote the Attract, Connect, Stay approach, and serve as a hub for sharing resources, events, and community initiatives. A critical priority, will be securing sustainable funding to maintain the Strategic Connector role beyond October 2025 and ensure long-term programme impact.	
			Tech sector – Deliver the digital fluency programme in Wairarapa	Future-ready workforces: Students and workers gain the digital skills needed to thrive in modern jobs, education, and business environments. More competitive and resilient local businesses: SMEs are better equipped to adopt digital tools, improve productivity, and adapt to market changes. Reduced digital inequality across the region: Targeted delivery ensures equitable access to digital learning opportunities, especially in rural and under-served communities.			Funder. Provided ongoing support to the Waitech Trust volunteers to drive the delivery of the project.	Waitech Trust continues to progress the relaunch of the Digital Fluency Programme, which aims to build digital capability across Wairarapa schools and businesses. A productive meeting was held in January with the PSA Union, the new owners of the NZIQ platform, to map out a pathway for reactivation. While the programme is currently on hold pending decisions about NZIQ’s future infrastructure, Waitech Trust has proactively opened direct discussions with the platform’s original developers in Los Angeles to explore long-term options. These actions demonstrate a strong commitment to delivering a future-ready digital skills programme tailored to the needs of Wairarapa’s current and future workforce.	Positive engagement: Waitech Trust has established direct and constructive relationships with both the PSA Union and the original programme developers, positioning Wairarapa as a committed and proactive regional partner. Programme re-launch framework scoped: A roadmap for reactivating the programme has been mapped out, subject to final decisions on the NZIQ platform’s future infrastructure. Maintained advocacy: Despite delays, the Trustees continue to advocate for the importance of digital capability development, ensuring the initiative remains visible and supported within the region.	Build and progress direct discussions with owners in LA to seek a partnership and/or await outcome of the PSA Union’s decision on the NZIQ infrastructure.	
			Education – Deliver Umanga Tumatarau careers event for all sectors and schools in the Wairarapa	Increased awareness of local pathways: Our young people (and those who influence them) have a clearer understanding of opportunities available in Wairarapa, helping to inform education and training decisions. Stronger connections between schools and industry: Direct engagement fosters relationships that support work-based learning, future employment, and regional talent pipelines. Improved youth retention in the region: By showcasing meaningful local opportunities, the initiative contributes to reducing youth outmigration and building a more sustainable regional workforce.			Funder. Worked with the lead to rescope the project and provided connections to relevant employers.	Although the original Umanga Tumatarau event had to be cancelled due to business scheduling challenges to make a viable programme, the initiative is now being reshaped. The PMO are working with REAP to deliver a series of small-group, on-site business visits, offering students a practical and immersive look at local industries. These visits will showcase the unique characteristics of each business—including roles and various pathways—while providing direct interaction with tools of the trade and insights from current workforce. Several local businesses have committed to hosting students, supporting a more tailored and impactful pathways experience for young people across Wairarapa.	Maintained momentum: Despite the cancellation of the large-scale event, the initiative continues to have support from schools and business through a more agile, student-focused delivery model. More personalised experiences: The revised format allows for deeper, hands-on engagement with local industries, increasing awareness of roles, training pathways, and opportunities within the region.	Co-design the visits with schools and businesses. Promote and coordinate visits with schools and businesses. Capture the value of the event, insights from participants to inform future events and support students into local roles.	
			Health sector – deliver a leadership capability series for health-related workforces and wider communities to strengthen regional wellbeing and resilience.	More confident, purpose-driven local leaders: The programme cultivates leadership that embraces calculated risk-taking based on evidence, persistence, and innovation—qualities essential for enabling the improvement of jobs, workplaces, and sector performance. Improved cross-sector understanding and collaboration: Participants build a shared language and deeper appreciation of diverse perspectives, fostering more meaningful partnerships across health, community, and wider sectors. Foundation for sustainable, community-led change: While not a quick fix, the series builds long-term leadership capacity that enables Wairarapa communities to navigate complex challenges and drive locally led solutions over time.			Co-funder. Provided administration support to the trust volunteers to progress the project, and logistics support to enable the running of the events.	This Leadership Capability Series continues to build momentum, with over 100 individuals registering to attend seven sessions delivered since October. The series has attracted participants from across health and community sectors, offering practical insights into leadership, workforce, and systems thinking. Several presentations have had a lasting impact beyond the sessions themselves, sparking new collaborations and connecting participants with inspirational leaders. The initiative is fostering a growing network of capable, informed local leaders committed to improving wellbeing and workplace outcomes across Wairarapa.	Stronger understanding of leadership in action: Participants are gaining a deeper, more inclusive understanding of courageous leadership—recognising that leadership is driven by purpose, not position. Common values and mindsets emerged across sessions: Core themes included perseverance in the face of criticism, creative problem-solving, engaging with diverse voices, and learning from failure. Personal and professional growth encouraged: The series emphasised gratitude, empathy, and self-compassion as essential traits of effective leadership, encouraging participants to reflect on their own practices and resilience.	The Trust has received strong verbal feedback from participants, with evidence of ongoing benefits and connections beyond the initial presentations. Building on this momentum, the Trust is now seeking funding from an independent source to continue and expand the programme, ensuring its long-term contribution to leadership development and regional wellbeing.	
			Māori employment - facilitate a series of “After 5 Hui” to strengthen business-to-business connections focused on skills and workforce development.	Connected Māori business ecosystem: A thriving network of Māori enterprises emerges, grounded in whanaungatanga and mutual support, contributing to inclusive regional economic growth. Culturally driven leadership and innovation: Māori values and perspectives shape how businesses operate, grow, and lead—creating sustainable models of success and wellbeing. Increased Māori participation in the regional economy: As MIBW grows, more Māori entrepreneurs and enterprises are supported to succeed, lifting the prosperity of the region.			Co-funder. Provided administration and logistics support to enable the running of the events.	MiBW successfully delivered two “After 5 Hui” events since January, continuing to strengthen connections and leadership within the Māori business community. The February hui was hosted at ReachDesign and centred on Māori business startups, drawing a diverse group of attendees and fostering deep kōrero. In March, the kaupapa moved to HIIT Club in Masterton, where participants explored the business journey behind the region’s only HIIT-dedicated fitness studio. Both events provided a space for whakawhanaungatanga, peer learning, and inspiration, with a focus on integrating tohunga perspectives and uplifting Māori enterprise.	Strengthened Māori connections: The hui provide culturally grounded spaces for Māori businesses and workforce to connect, share knowledge, and build relationships that support growth. Increased visibility of Māori enterprise: Hosting the hui at local Māori-led businesses, raises the collective profile within the region, allowing others to learn from their journeys and be inspired by their leadership.	MiBW will deliver the final hui, funded by WEDS, in May 2025, with a dedicated focus on the construction sector. The “Construction Connection” event, hosted at Inspire Living in Masterton, will bring together Māori construction business owners, contractors, and iwi connectors to build relationships, share opportunities, and celebrate local enterprise. The event will continue the successful format of integrating kai, kōrero, and cultural connection to strengthen the region’s Māori business ecosystem. Further funding will be sought to continue and expand the hui series beyond this final event.	
STATUS KEY: <div></div>											

Priority Focus Area	Initiative	Lead	Action	Expected Outcomes	Status	Funds	WEDS PMO Intervention	Progress Report	Progress Milestones	Next Steps - Q4 and beyond
			Other workforce initiatives TBD. Sector groups (primary, manufacturing, construction, healthcare, technology and professional services, tourism and hospitality, Māori business) are currently working to refresh the plan. This is likely to involve updated context, issues, and opportunities for each sector, and identified actions to deliver the objectives of the plan.	A more resilient, future-ready workforce: By aligning skills development with local industry needs, the region cultivates a workforce that can adapt to economic shifts, technological change, and sustainability challenges. Stronger regional economic performance: Targeted workforce development supports our sectors to improve their productivity, innovation, and grow our economy.			PMO for the Wairarapa Skills Leadership Group. Worked with each sector lead to gather and help shape their input. Supported leads to identify initiatives. Shaped and organised a panel process to review new initiatives. Provided administration support to the group including running meetings and calendars. Drafted the Action Plan. Liaised with the workforce representative on the WEDS Steering Group.	Work continues on refreshing the Wairarapa Skills and Workforce Development Plan to ensure it remains targeted, future-focused, and aligned with the region's economic priorities. A new Chair, Barbara Gladding, has been elected by the WSLG members. In this reporting period, three new initiatives have been formally added to the Plan for immediate delivery, reflecting real-time sector input and regional needs. The refresh process remains highly collaborative, with sector groups continuing to shape the Plan's direction and ensure actions are practical, impactful, and representative of workforce challenges and opportunities across Wairarapa.	Three new initiatives supported: The WSLG has endorsed three new initiatives to be included in the Plan ensuring our regional efforts are responsive and relevant to current workforce challenges. Stronger cross-sector collaboration: Ongoing engagement across sector groups and community stakeholders is strengthening partnerships and aligning actions with regional priorities.	Finalise the Plan refresh. Support delivery of new and existing initiatives. Build priority focuses for the next financial year.

STATUS KEY:

Wairarapa Economic Development 2024/25 Work Programme
Quarterly Reporting Dashboard - Budget
 Q3: 1 January to 31 March 2025

Priority Focus Area	Initiative	Budget	Action	Actual	Forecast	TOTAL WEDS	EXTERNAL	Comments
Water Resilience	Wairarapa Water Resilience Strategy	\$ 75,000	Develop an implementation plan and work programme that encompasses all four rooms	\$ -	\$ -	\$ -	\$ -	
			Establish a water capture (including water storage options) workstream	\$ 23,356	\$ 46,644	\$ 70,000	\$ -	In progress.
	Waingawa Water Security		Implement the Waingawa Process Water Project	\$ -	\$ -	\$ -	\$ -	
	Water Education		Water education & networking events, similar to the successful Summer Series events.	\$ 5,000	\$ -	\$ 5,000	\$ -	Delivered.
Primary Sector - Food & Fibre	Support the sector to implement tangible initiatives that contribute to the priorities identified.	\$ 75,000	TBD - Capability Series Programme Review and revalidate the diversification and value chain opportunities for the Sector.	\$ -	\$ 75,000	\$ 75,000	\$ -	In planning, contracting in Q4.
Workforce Development & Skills	Implement the Wairarapa Workforce Action Plan.	\$ 75,000	Health sector – Attract, Connect, Stay Tech sector – Digital fluency programme Education – Umanga Tumatarau event Health sector - Leadership capability programme	\$ -	\$ -	\$ -	\$ -	
			Other workforce initiatives TBD. Sector groups (primary, manufacturing, construction, healthcare, technology, tourism, Māori business) are currently working to refresh the plan and identified actions.	\$ -	\$ 41,000	\$ 41,000	\$ -	Scoped, contracts drafted.
Operations	WEDS and WSLG	\$ 25,000	Work Programme operations (governance, events sponsorship, communications & marketing)	\$ 9,090	\$ 15,910	\$ 25,000	\$ -	
		\$ 10,000	WNZ PMO overheads	\$ 4,712	\$ 5,288	\$ 10,000	\$ -	
		\$ 215,000	WNZ People Resources (salaries)	\$ 161,250	\$ 53,750	\$ 215,000	\$ -	
		\$ 475,000	TOTAL WEDS EXPENDITURE FY24-25	\$ 203,408	\$ 237,592	\$ 441,000	\$ -	
		\$ 71,379	FY23-24 WEDS funding (carried forward)	\$ 71,379	\$ -	\$ 71,379		Carried forward funding from FY24 surplus (\$71k)
		\$ 215,000	FY24-25 WEDS funding from Councils	\$ 161,250	\$ 53,750	\$ 215,000		
		\$ 215,000	FY24-25 WNZ funding (people resources)	\$ 161,250	\$ 53,750	\$ 215,000		
		\$ 501,379	TOTAL WEDS INCOME FY24-25	\$ 393,879	\$ 107,500	\$ 501,379	\$ -	
		\$ 26,379	Surplus/remaining project allocation			\$ 60,379		



WellingtonNZ – Wairarapa Activity Update

April 2025

This activity report is provided to the three Wairarapa District Councils to give visibility on activities that are being delivered by WellingtonNZ in Wairarapa, that sit outside the Wairarapa Economic Development Strategy (WEDS) Work Programme.

1. Wellington Regional Economic Development Plan (REDP) Activities

The REDP exists to guide the long-term direction of the economy and will help drive high-impact economic initiatives over the next 10 years. It is about futureproofing the region and making sure it thrives economically, ensuring that our region is a great place for everyone to live, including our Māori and Pasifika communities, and it is also about improving wellbeing and the quality of life. WellingtonNZ is the lead organisation for implementation of the REDP, which is governed by the Wellington Regional Leadership Committee (WRLC). The WRLC membership includes mana whenua, Local Authority Members (Mayors), and Central Government Ministers. There are five Wairarapa projects included in the REDP, these are: Food & Fibre (Primary) Sector, Wairarapa Workforce Development, Wairarapa Water Resilience Strategy, Five Towns Trail Network, and Dark Skies.

Dark Skies

The Dark Sky Business Capability course, delivered by Milky-Way.Kiwi Ltd and co-funded by Masterton District Council and WellingtonNZ, has successfully completed its classroom sessions with 23 attendees from sixteen businesses participating. The course has seen strong engagement from rural and coastal communities including Tinui, Castlepoint and Riversdale. The classroom sessions will be complemented by practical stargazing sessions at Star Safari in Ponatahi and on-site business consultations. Another course, to be funded by WellingtonNZ, is planned to commence in July.

Five Towns Trail Network

The Five Towns Trail Trust, with WellingtonNZ's funding, has formally established its accounts with key funders and is finalising branding and bank details ahead of pursuing funding applications. Planning is underway for the Trails Forum in July 2025, including the development of a sponsorship strategy and membership options. Initial engagement with local businesses and sponsors has begun, and pricing is being sought for merchandise and promotional materials. The Trust is preparing to seek external funding for website development, a 12-month operational manager role, costs associated with the Trails Forum, and business case development for major infrastructure. Work has also commenced on establishing governance policies and developing community-facing guidelines to support future trail creation, ensuring alignment with local needs, council compliance, and stakeholder expectations.

Girls who Grow

The first year of the Girls who Grow programme concluded successfully across the wider Wellington region, having engaged with 497 students across 17 secondary schools. Key learnings from the first year included the importance of region-specific engagement strategies, relationship-building, and leveraging career expos for outreach. The next phase of the programme is now underway across the whole region, expanding on-farm experiences, supporting regional environmental initiatives, and partnering with a Wairarapa-based Career Coach to deepen student understanding of food and fibre pathways while strengthening their connection to the land.

2. Business Growth & Innovation Activities

At WellingtonNZ, our role is to support businesses to grow and innovate, and build a stronger, more connected regional business community. WellingtonNZ's Business Growth and Innovation team works with businesses right across the Wellington region. The team work to connect businesses with the right people, advice and resources they need to grow and innovate. The team administer the Regional Business Partners Network Programme, on behalf of Ministry of Business, Innovation and Employment for the region, and connect businesses to innovation and development opportunities through Callaghan Innovation.

Regional Business Partners Network (RBPN)

No. and type of businesses supported by one-to-some funding and management capability funding delivered by WellingtonNZ in Wairarapa during Q3:

- 1x Construction
- 2x Freight/ haulage
- 3x Retail
- 3x Professional services (marketing, IT, career consulting)
- 1x Landscaping
- 1x Tourism

Two one-to-some workshops were held during the last quarter. One was held in partnership with Business Wairarapa and Capo Strategies with the aim of supporting businesses in need of revitalising their strategic direction. This workshop had five businesses in attendance who received co-funding from the RBPN. The other one-to-some was hosted by Masterton-based business, Innovative Advisory, on Mastering the Essentials of Accounting for Small Business Owners. Seven businesses received co-funding to attend this five-week workshop.

In addition, an agri-tech business received one-to-one management capability funding to follow a training course with The Institute of Directors. This is an intensive programme for individuals responsible for management and governance oversight of business entities. It will cover areas such as frameworks that can be immediately applied to improve board reporting, governance standards, board performance and as a result business and management performance.

Callaghan Innovation

WellingtonNZ supported one business by referring them to the Product-Market Fit Support from Callaghan Innovation.

Other engagement

Activities by WellingtonNZ Growth Managers to network and promote business support in the region:

- Discussions with Agri Women's Development Inc and Rangitāne o Wairarapa for regional capability development opportunities.
- Discussions with Ngāti Kahungunu ki Wairarapa Tāmaki-nui-a-Rua Investment Trust for opportunities to uplift pakihi Māori through one-to-some capability, WEDS, and Procurement mahi.
- Sharing a monthly calendar of upcoming one-to-some with Business Wairarapa and WEDS PMO.
- Drop-in session to provide RBPN support to businesses participating in the Dark Skies Business Capability programme.
- Supported a financial consultancy company to engage with providers in the RBPN for their team day. The organisation may take-up Management Capability Funding in the future.

3. Screen Wellington (Film Office) Activities

Wellington UNESCO City of Film offers a diverse range of unique locations and local expertise, all within easy reach of award-winning production facilities. Screen Wellington (part of WellingtonNZ) work closely across the region to support productions to find the perfect locations, connect to support business, keep crews and communities safe and issuing permits to film in public spaces.

Each Wairarapa District Council have committed to signing a refreshed Memorandum of Understanding (MoU) for Film Production and Permitting. The Screen Wellington team are finalising their discussions with the wider region and will provide the MoU to each for execution.

4. Mayor Event Activities

Major events are a key contributor to Wellington's regional economy, attracting out of region visitation, generating spending in retail, hospitality, accommodation and tourism, and creating new jobs across multiple sectors. WellingtonNZ's Major Events Team works in partnership with the event sector to maximise the economic, reputational and social outcomes to the region. We attract, invest and partner with major events to enable them to succeed and to drive outcomes for the Wellington region.

Recently, the Major Events team have been working with Wairarapa on the below major events. They are waiting for final reports from the partners on the events but have provided a brief overview:

The Golden Shears

The Major Events Team supported Golden Shears with the successful delivery of the 2025 event, including the recruitment of an Event Delivery Specialist to assist with planning for the 2026 World Championships. WellingtonNZ is also supporting Golden Shears with their application for NZ Major Events funding and the delivery of an Event Economics Report.

Toast Martinborough:

Toast Martinborough trialled several changes in 2025, including a new January date over Wellington Anniversary Weekend and a revised festival layout featuring six key sites, notably the successful debut of Poppies Martinborough. While the shift did not meet attendance expectations (of only 4,490 tickets sold, down from 2023 and significantly below pre-COVID numbers) the event was still well received, reinforcing its reputation as a premier food, wine, and entertainment experience. Organisers are using attendee feedback to shape the future, and the next festival date has been announced - Saturday 15th November 2025 - aiming to re-engage audiences and strengthen the festival's legacy.

5. Destination Marketing

WellingtonNZ's Destination team plays a vital role in attracting visitors to the Wellington region and enhancing our profile as a vibrant, world-class destination. The team works to grow the visitor economy by promoting Wellington's unique experiences, supporting tourism operators, and driving targeted marketing and media campaigns. Through partnerships with industry and local government, the Destination Team helps ensure the Wellington region is top of mind for domestic and international travellers, contributing to economic growth across accommodation, hospitality, retail, and attractions. Their work strengthens the region's brand, boosts regional pride, and supports sustainable tourism development.

WellingtonNZ, on behalf of the Central New Zealand collective, has successfully secured Tourism New Zealand "Tourism Boost" funding to attract Australian visitors across the cooler months. This collaborative campaign includes Wellington, Wairarapa, Hawke's Bay, Manawātū, Whanganui, Taranaki, Nelson, and Marlborough.

For Wairarapa, this is a significant opportunity to increase trans-Tasman visitation and grow the region's visitor economy. The campaign will promote unique regional experiences to the Australian market, with targeted messaging to inspire travel and extend stay length. The WellingtonNZ team look forward to working with Destination Wairarapa, alongside other Regional Tourism Offices and local tourism operators to leverage this momentum and ensure maximum benefit for the region's businesses.



8.2 CHIEF EXECUTIVE REPORT

1. PURPOSE

For the Council to be informed on planned Council operational activities, major projects, and other matters of importance and interest.

2. SIGNIFICANCE

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

3. COMMUNITY SERVICES

Community Development

Neighbourhood Support

Weekly newsletters are distributed to all Neighbourhood Support groups, providing community updates and, on alternate weeks, the NZ Police crime report. These reports, along with security tips, continue to be well-received by members.

Recently, the Neighbourhood Support Coordinator delivered flyers to recruit new Group Leaders for Mill Grove and Tararua Crescent. Additionally, support was provided to Fairbrother Street, where a local resident will distribute a letter, sign-up sheet, and brochure while walking his dog.

The Coordinator has applied for funding from Neighbourhood Support New Zealand (NSNZ) for a community project scheduled to run from July to December. This volunteer-led initiative will result in a temporary art installation in Carterton.

Jill Eastham was nominated for a national Neighbourhood Support Volunteer Award in recognition of her contributions to the West Taratahi Hall and Dalefield Horse Riding Park. This nomination is part of the National Volunteer Week celebrations.

Neighbourhood Support signs have recently been installed in new group areas, including Wiltons Road, Udys Road, Moreton Road, and Mangatarere Road, thanks to coordination with a local contractor.

Walking, cycling and wheels

StoryWalk®

The StoryWalk® story has been updated to Mr Phelps Fish Truck which has action prompts for the children to move between the stations.



Wairarapa Walking Festival 2025

Planning is underway for the Wairarapa Walking Festival 2025, with four meetings held so far. The Walking and Cycling Community Development Coordinator is assisting the Wairarapa Walking Festival steering group to organise a walk-leaders Hui.

Road Safety



In May, a successful region-wide Road Safety Week campaign, including a 'draw your road safety hero' competition, reflective vests for < 5 yr olds (funded by CDC), and reflective backpack covers (funded by WRSC). Backpack covers and vests were allocated by the five Wairarapa Libraries.



Community Funding and Support

Jenny Gasson (CDC Events coordinator) and Sandra Burles (Community Development grants administrator) hosted a successful Carterton Funders Forum on Tuesday 20 May 2025 from 3pm – 6pm. Over 80 people attended to ask the funders for support and help with applications. This initiative continues to strengthen community wellbeing and provide vital support for local groups and activities.

Community Events

Upcoming Events

- National Volunteer Week 2025
- Volunteers thank you morning tea – 18 June, Volunteer AED free training opportunity
- The next Citizenship Ceremony is tentatively scheduled for Wednesday 20 August.
- Planning is underway for the Carterton Daffodil Festival on Sunday 14 September.



Citizenship Ceremony – 28 May

Eight citizens attended the Citizenship Ceremony on 28 May.

Deputy Mayor Steve Cretney stood in for Mayor Ron Mark and did an excellent job at putting the citizens at ease. Carterton School supported the ceremony with karanga, waiata and haka powhiri.

Other Community Events Information

The Community Events information page on the Carterton District Council website outlines information about the Events Approval Process. [Community Events | Carterton District Council \(cdc.govt.nz\)](https://www.cdc.govt.nz/Community-Events)

**Older persons – Te Hōkai Nuku Wairarapa Region Positive Ageing Strategy**

The Grab and Go bag project is complete and the bags are being distributed in Carterton to a range of older persons. A press release has been sent out from the three Councils to raise awareness that these are available.

This project was supported by the CDC Neighbourhood Support Co-ordinator,

*World Elder Abuse Awareness Day*

World Elder Abuse Awareness Day was on 15 June. This day highlights the issue of elder abuse and encourages people to watch out for and take action on elder abuse. It was observed at Council in a number of different ways including a campaign of each Mayor posting on social media, email with information to staff and having purple ribbons and information sheets available to staff and at the front desks.

Wairarapa Silver Festival

Planning is underway for the inaugural Wairarapa Silver Festival when we celebrate our older community with a range of events. The Positive Ageing Strategy Co-ordinator for the three Councils, Heartlands Martinborough, Nuku Ora, Masterton Library and Wairarapa Library Services have joined forces for the first time to organise a celebration of Wairarapa's older persons and recognise their important role and contribution to our rohe. It is proposed to run from 1 October (United Nations Day of Older Persons) until 8 October, which is Wairarapa Age Concern's Ageing with Attitude Expo.

The events will not all be specific to the festival, instead it is an opportunity for groups to highlight what is already happening in the Wairarapa. Alongside these activities, the group will organise a couple of special events. Sponsorship and funding will be sought.

Emergency and older persons

Concern was raised in the “emergency” community with reports from Fire and Emergency that three people over 65 have recently died in fires in the Wellington region. Although, these people were in Wellington City, emergency services have highlighted these to Council’s emergency responses managers. The Positive Ageing Strategy Co-ordinator met with the Wairarapa Fire and Emergency Service NZ (FENZ) to discuss how this issue can be highlighted in the Wairarapa. FENZ would like to promote the Home Fire Safety service that is available to anyone but would be particularly useful to older persons. The Co-ordinator is seeking opportunities to promote this service.

Quarterly kuamātua/kuia and older persons network meeting

The quarterly kuamātua/kuia and older persons meeting in partnership with Wairarapa Community Networks is due to be held at the end of the June. This will be the annual “issues” based session – where attendees (community organisations etc) identify issues for older people in the Wairarapa community. The findings of this will help form the Pas Co-ordinator’s 25/26 work plan.

Collaboration

The Co-ordinator wrote an article about the rates rebate system for the Age Concern’s newsletter and then followed up with an update post Budget announcement of the increase.

The Co-ordinator supported and connected the Carterton Craft Group with neighbourhood Support funding to support them with their idea of a crochet Christmas tree.

Hato Hone St Johns have employed a new staff member in their engagement role who is committed to promoting the Caring Caller service in the Wairarapa. This phone service is fantastic for isolated older persons, particularly those who live rurally.

Youth - Te Rautaki Rangatahi o Wairarapa: Wairarapa Youth Strategy Implementation Plan*Life Education workshop afternoon*

We are excited to announce that in July we will be hosting Year 7 and 8 students from the local Carterton schools for an engaging afternoon of theatre-style workshops. These two workshops will be conducted by the Life Education team and are designed to empower our rangatahi to make informed and safe choices regarding vaping and alcohol. Through interactive and dynamic sessions, we aim to provide valuable insights and practical strategies that will help our youth navigate these important issues.

St Johns mentoring

Next month, Hato Hone St John will be facilitating two sessions of "Harnessing Potential: Leadership, First Aid, and Wellbeing Day" for the Year 7 students of Carterton at the Events Centre. These sessions are designed to support our younger leaders, who will be seniors next year, by equipping them with the skills and confidence to support and encourage other rangatahi (young people). Through interactive activities and practical training, students will learn essential leadership qualities, first aid techniques, and strategies for maintaining their wellbeing. This initiative aims to empower our future leaders to make positive contributions to their schools and communities.

Wairarapa Rangatahi Kaimahi collective

With the school holidays coming up- the WRKC will be meeting at the Greytown Library. The Wairarapa Rangatahi Kaimahi Collective (WRKC) is dedicated to supporting rangatahi (youth) workers, promoting youth wellbeing, amplifying their voices, and creating opportunities for their growth and development. The Collective provides a collaborative platform for agencies, organisations, and individuals committed to working with rangatahi in meaningful and culturally responsive ways.

Youth week

To support Youth Week this year we ran a very exciting mural competition. This was to support the theme of Youth Week- Whai Wahitanga (Take our Place) The winner will have been announced by the time this report is published - watch this space in Howard Booth Park for the big reveal.



Sharing mahi and connection

The Youth Development Coordinator was invited to the South Wairarapa Principals' Association meeting along with the South Wairarapa Youth Coordinator. This great opportunity provided a place to share our mahi past and for the future and build more foundational relationships with our school principals where they can be heard.

Combined Councils' Youth Forum

This forum connects youth development coordinators/youth portfolio holders from other councils around the lower North Island. We share what's going on, what our challenges are in the youth spaces, how we can support one another, and how we can support rangatahi in our regions. These are held quarterly in different regions.

Bully free week

Richie Hardcore was hosted by a few local Wairarapa schools as part of Bully Free week. Richie speaks about his experiences growing up and being bullied, being a bully and how you can be a upstander and not just a by stander to bullies around you. The Carterton Youth Development Coordinator supported Richie with his first few workshops.



Climate Change

Carterton's Climate Change Strategy and Implementation Plan

The Climate Change Strategy was agreed in April and its 2025/26 Implementation Plan is tabled on the agenda of the Policy and Projects Committee meeting on 18 June.

The Implementation Plan was put together in discussion with various teams across Council and is intended as a consolidation of the work already underway by Council. This is the foundation for the Strategy's three shifts to take place.

We will do this by recognising and celebrating the climate change adaptation and mitigation work undertaken across the Council and informing and empowering Council staff to integrate climate change considerations in their work.

Legislation Changes and National Direction Instrument changes

Central government has been inviting feedback on various Acts and policy documents that could have implementation impacts for Council. These include:

- Waste Minimisation changes to broaden the scope of what is covered by the waste minimisation fund and change how Council funding is calculated. Potentially increasing funding to CDC and covering areas adjacent to waste minimisation such as remediation and the environment.
- National Direction Instruments (policy statements) relating to the Resource Management Act changes. Three documents on Infrastructure, Primary Industry, and Freshwater have been released that are intended to make it easier for industry to operate. From a climate perspective there are positives around renewable energy infrastructure but also negatives relating to loosening protections for the environment more broadly. These changes will mainly impact the planning team in considering consents, and the GWRC around freshwater.
- Emissions Trading Scheme changes. These are primarily about the credit auction system and being able to transfer unreleased credits to a subsequent auction. There is no impact to Council.

Coming up

Electrify Wairarapa

The Climate Change Coordinator attended the Electrify Wairarapa's community event at the Copthorne Solway on 12 June.

There is the opportunity to host an event in the new financial year, that may coincide with several emerging electrification developments being discussed by central government and Rewire Aotearoa with the aim of increasing electrification and domestic solar installations. One financing proposal on the table enables property owners to access finance for domestic conversions and involves local councils in the collection of repayments via the rating billing system. The Climate Change Coordinator will watch how this develops.

Organic Waste Collection points at Council

Members of the Community Development team have facilitated the installation of new organic food waste bins in Council staff rooms. This initiative supports the wider Organic Waste Project, a community-led effort spearheaded by *Good Lives Wairarapa* to promote sustainable waste practices.



“Growing a thriving and connected disabled community.”

www.goodliveswairarapa.nz

Mayors Taskforce for Jobs Wairarapa

Since the start of this year's contract on 1 July 2024, the MTFJ team has continued to provide strong support for young people on their journey toward sustainable employment. As at 31 May 109 individuals have been placed into work. Of these, 66 placements count as contractual outcomes.

The annual contractual target is 58 outcomes, meaning the programme has exceeded its goal ahead of the financial year's end—demonstrating significant success and impact.

Carterton Library*Circulation*

During May 2025, 10,244 hard copy items were issued by WLS. 4,781 were issued at Carterton Library. 4,456 ebooks, audiobooks, and emagazines were borrowed and 70 new members joined WLS. Thirty of these new members joined at Carterton.

Programming

Divine River continues to run their Connected Creativity courses in all WLS libraries during term 2.

Code Club for 8-13 year olds at Carterton Library is running successfully during term 2.

On Sunday 8 June a successful author talks and workshop from local historian Mark Pacey was held in conjunction with Wai Word. This talk covered Mark's latest book about US Marines in the Wairarapa during WWII and writing local history.

Projects

RFID Project - RFID tagging continues at Carterton Library with completion estimated for late July.

Carterton Library Workroom - Work is progressing on the new Carterton Library workroom, with the expected completion at the end of June.

Wairarapa Events CentreEvents Centre Activities

February was a quiet month events-wise, as the two public performances we had booked were cancelled. On the other hand, March has been all go delivering the new Wairarapa Arts Festival. We were thrilled with the response from audiences, the strong ticket sales and the buzz created by the event. We were also able to secure \$17,500 in external sponsorship and grants to support events within the festival from the Acorn Trust of South Wairarapa, Carterton Rotary, Trust House, Creative Communities, as well as product sponsorship support from local winery Urlar.

Staff have been having conversations with other sponsors and philanthropists who are keen to support future iterations of the festival, so we're confident this support will continue to grow. There's been a lot of positive feedback from the festival sector on our new venture and the model we've employed to create something sustainable even in challenging funding conditions.

Some highlights of the festival include Two Guitars, a theatre work with music, about identity and Māori finding their authentic selves in relation to Te Ao Māori. This is one of the most diverse audiences we've seen in recent years at the Events Centre and feedback through the survey is very encouraging – many people were entertained and moved by the work and commented on the power of having Māori works performed here. The inaugural Holloway Hoopla event as part of the festival was also a big success and created a great free family day in the centre of Carterton. We were thrilled to have over 1500 people attend and enjoy the free entertainment along with workshops, food options and games.

Our Events Team Leader Erin Banks attended the Performing Arts Network New Zealand arts Market in Auckland from 4-7 March to see pitches of works available for touring nationally in 2025/2026. The event also provided networking and relationship building with artists, companies and national presenting venues and festivals. There are several strong shows that could work well in our space as well as other works which could make great collaborations with other Wairarapa cultural institutions.

Statistics

February 2025:

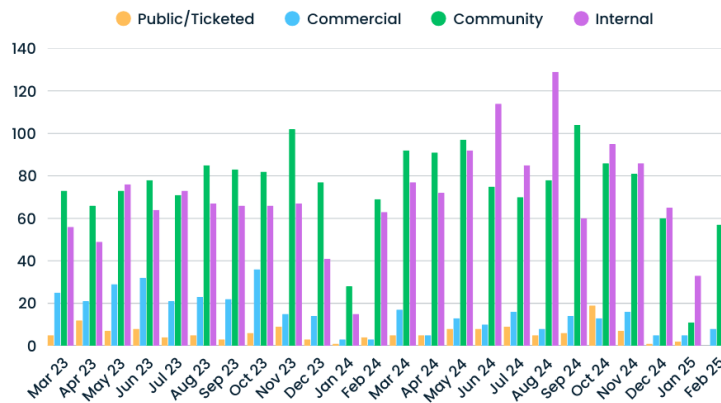
Total Audience of ticketed events*	0
Public/ticketed events held	0
Commercial Meetings/Events held	8
Community Meetings/Events held	57
Internal/local govt Meetings/Events held	55

Geographical spread of audience surveyed for events during period:

Carterton	57%
Masterton	22%
Greytown	9%
Martinborough	1.4%
Wellington & Other	6%
Hutt Valley	3%
Featherston	1.5%

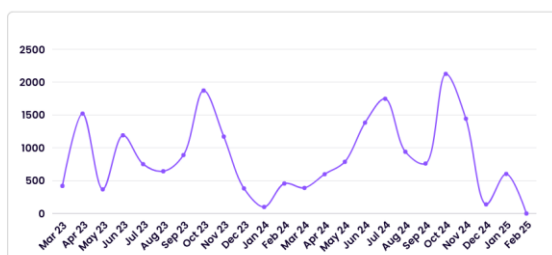
EVENT CATEGORY STATS

Meeting and events held at the Event Centre



Event Numbers Percentage Change MoM						Event Numbers Percentage Change YoY				
Month	Public/ Ticketed	Commercial	Community	Internal	total	Public/ Ticketed	Commercial	Community	Internal	total
Mar-23										
Apr-23	140%	-16%	-10%	-13%	-7%					
May-23	-42%	38%	11%	55%	25%					
Jun-23	14%	10%	7%	-16%	-2%					
Jul-23	-50%	-34%	-9%	14%	-7%					
Aug-23	25%	10%	20%	-8%	7%					
Sept-23	-40%	-4%	-2%	-1%	-3%					
Oct-23	100%	64%	-1%	0%	9%					
Nov-23	50%	-58%	24%	2%	2%					
Dec-23	-67%	-7%	-25%	-39%	-30%					
Jan-24	-67%	-79%	-64%	-63%	-65%					
Feb-24	300%	0%	146%	320%	196%					
Mar-24	25%	467%	33%	22%	37%	0%	-32%	26%	38%	20%
Apr-24	0%	-71%	-1%	-6%	-9%	-58%	-76%	38%	47%	17%
May-24	60%	160%	7%	28%	21%	14%	-55%	33%	21%	14%
Jun-24	0%	-23%	-23%	24%	-1%	0%	-69%	-4%	78%	14%
Jul-24	13%	60%	-7%	-25%	-13%	125%	-24%	-1%	16%	7%
Aug-24	-44%	-50%	11%	52%	22%	0%	-65%	-8%	93%	22%
Sept-24	20%	75%	33%	-53%	-16%	100%	-36%	25%	-9%	6%
Oct-24	217%	-7%	-17%	58%	16%	217%	-64%	5%	44%	12%
Nov-24	-63%	23%	-6%	-9%	-11%	-22%	7%	-21%	28%	-2%
Dec-24	-86%	-69%	-26%	-24%	-31%	-67%	-64%	-22%	59%	-3%
Jan-25	100%	0%	-82%	-49%	-61%	100%	67%	-61%	120%	9%
Feb-25	-100%	60%	418%	67%	135%	-100%	167%	-17%	-13%	-14%

Total Audience of Ticketed Events



Note: Audience numbers are only available for events ticketed by the Events Centre. Numbers for Public events with no admission fee such as The Rotary Book fair or events ticketed externally are not always recorded by the hirer. We make best endeavours to include these statistics when we can but the true attendance number for some months will be higher than reported.

Ticket sales Percentage Change			
	Audience	MoM % change	YoY % change
Mar-23	420		
Apr-23	1521	262%	
May-23	368	-76%	
Jun-23	1191	224%	
Jul-23	752	-37%	
Aug-23	644	-14%	
Sept-23	890	38%	
Oct-23	1872	110%	
Nov-23	1171	-37%	
Dec-23	382	-67%	
Jan-24	100	-74%	
Feb-24	457	357%	
Mar-24	390	-15%	-7%
Apr-24	599	54%	-61%
May-24	787	31%	114%
Jun-24	1383	76%	16%
Jul-24	1747	26%	132%
Aug-24	940	-46%	46%
Sept-24	761	-19%	-14%
Oct-24	2125	179%	14%
Nov-24	1443	-32%	23%
Dec-24	140	-90%	-63%
Jan-25	603	331%	503%
Feb-25	0	-100%	-100%

Sales and Marketing

Summary

With the addition of the Wairarapa Arts Festival social media pages we anticipated some spread over all channels with the majority of events over March being related to the Arts Festival – hence some pull away from the CEC social pages. Most posts were shared to both pages, but we thought it important to have the WAF pages being the main source of information to build a following and base for future festivals, and frame it as the first place to go for information. Overall, we’ve had a lot of interaction throughout March in relation to these events with a wide reach (in part due to some paid advertising to get the word out further). It is encouraging to see that the festival has been well attended with some very positive feedback from patrons.

Facebook & Instagram – Reporting period 11 February 2025 to 20 March 2025

During this time we had an additional page established for the Wairarapa Arts Festival on both Facebook and Instagram.

Carterton Events Centre Page Insights

- **Reach:** The number of people who saw content from our Carterton Events Centre pages was down 2.1% on Facebook (reach of 17.8K) and down 59% on Instagram (reach of 683) when compared to our previous report period (ending February 10th 2025).
- **Page and profile visits:** The number of times our page was visited (i.e. searched) has increased by 78.3% on Facebook and down by 16% on Instagram.
- **New likes and follows:** We've increased our Facebook page follows by 32. New followers on Instagram are up a total of 27 new followers this period.

The Wairarapa Arts Festival Page Insights

- **Reach:** The number of people who saw content from our Wairarapa Arts Festival pages was up 230% on Facebook (reach of 51.8) and up 53% on Instagram (reach of 2K).
- **Page and profile visits:** The number of times our page was visited (i.e. searched) has decreased by 80% on Facebook and down by 10% on Instagram.
- **New likes and follows:** We've increased our Facebook page follows by 86 for a total of 229 follower since its establishment. New followers on Instagram are up a total of 52 new followers this period for a total of 117 followers.

Mailchimp

Our audience has grown by 59 subscribers in the last 30 days. Across the newsletters and feedback forms sent in the past 30 days we achieved an average open rate of 38%.

Audience Feedback over the periodRoyal New Zealand Airforce Band

- *Absolutely loved the professionalism, superb talent of the Air Force Band on Tour ad did my grand children aged 6 and 11. Thank you*
- *Four of us attended and all thoughly enjoyed the whole experience. It is great to have the event centre and we attend regularly.*
- *Another great show at the Events Centre.*
- *Excellent venue, Excellent RAF Band Concert*
- *I took my 9 and 11 year old sons, and we absolutely loved the show! They were all beyond outstanding, so many highlights. I would highly recommend it to others.*
- *Great to have a variety of entertainment at the Events Centre especially as Masterton does not currently have a large performance venue*
- *Liked the tiered seating. Keep them coming*

Aya & The Butterfly

- *Gorgeous show! My son was absolutely enamoured and hasn't stopped talking about it. Beautifully crafted and superbly executed. Well done to all involved.*
- *Aya and the butterfly was fantastic my 5 year old granddaughter and I really enjoyed this beautiful story. Amazing performers and we would love to go to*

another puppet show by these performers. Thank you Carterton events centre team for organising and hosting this show you too are all amazing 🥰

- *This show was so moving and interesting, all three of us (5yo, 41yo and 71yo) loved it! Would love to see more from Bird Life Productions. Venue also really intimate and friendly. Thank you.*
- *Aya and the butterfly was delightful. Took 3,5 and 7 year old. All were engaged for entire show as were the adults. Beautiful story beautifully told.*

Two Guitars

- *Kaimahi at Carterton Events Centre showed incredible manaakitanga before, during, and after the show. Two Guitars was a brilliant mix of humility, humour, and honesty, reflecting the world as it is today. A performance that was not only entertaining but also meaningful and real. Tino mīharo!*
- *Reason why I scored it so high is because the venue is a beautiful size to enable one to be intimate with the performance. I'm keen for another gig for this reason - sizing of the show. Please bring more maori or pacific people to Carterton!*
- *The Two Guitars play was fabulous, highly entertaining and with a message. Top class!*
- *Loved the tiered seating and also the ability to mix and mingle afterwards over a drink from the bar.*
- *My heart was full after this show. So many layers to it and outstanding performances. A big thanks for bringing it here, and also to the staff who help people with walking sticks in through the side door!*

Holloway Hoopla

- *The event was awesome, thanks so much for organising. We loved it. Makes me want sausages tonight!*
- *I wanted to give feedback on the holloway hoopla today! it was epic! it really catered for the whole whānau in terms of entertainment. the kids loved zappo and oh man the circus was wonderful. was incredibly funny for the adults and entertaining for the kids.*

Parks and Reserves

Nga Tawhai Pou Unveiling

The team have been working on preparation for the Pou install and unveiling. This Event will take place on Saturday 21 June at dawn.

Engagement with Muslim community.

As part of the development of the future concept plans for Clareville Cemetery, we are committed to ensuring that the needs of all cultures and religions are considered. With New Zealand's Muslim population continuing to grow, it has been a priority for our team to ensure that the requirements of the Muslim community are appropriately reflected in our planning.

To this end, we have engaged with members of the local Muslim community to consult on their specific burial needs and traditions. Their input is being carefully considered to ensure Clareville Cemetery is inclusive and respectful of all faiths in its future development.

Other works continue as normal with some highlights being:

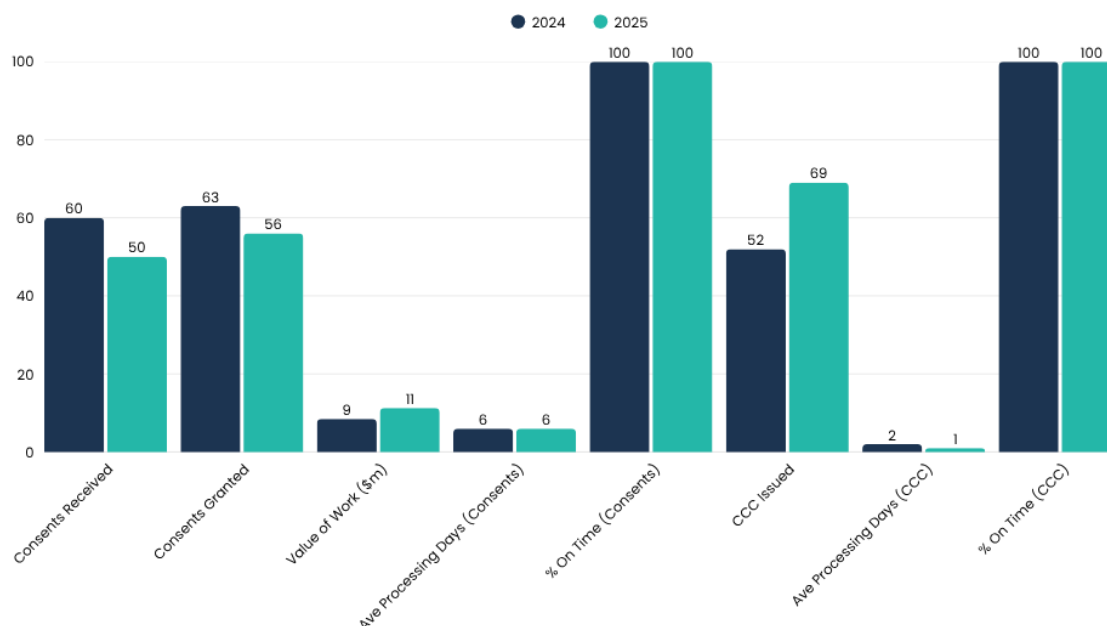
- Storm clean up (trees and fences, leaves blocking drains)
- CBD Rubbish Bins refurbished
- Mulching of trees around parks and Feist Street reserve
- Bulbs replanted into planter boxes in preparation for Daffodil day
- Soft floor matting repairs and replacement
- New Flushers installed at Buckhorn and Carrington toilets
- Big rocker swing at Carrington repaired and re-installed
- Cemetery map signage nearing completion
- Tennis/netball court 30 seconds applied for removed mould and slippery surface
- Re-planted the planter boxes and town beds in seasonal flowers (office and the square)
- Replacement solar lights purchased for Carrington Park.
- Contractor Engaged to undertake a cemetery concept future plan.

4. REGULATORY AND PLANNING

Building services

The following two tables are comparison between April/May 24 and April/May 25

	Number of Consents	Value of Building Work	Number of Consents	Value of Building Work	Number of Consents	Value of Building Work	Number of Consents	Value of Building Work
	April 2024	April 2024	April 2025	April 2025	May 2024	May 2024	May 2025	May 2025
New (& prebuilt) House, Unit, Bach, Crib	4	2,250,000	2	795,000	3	1,550,000	4	1,101,500
New Education Buildings – Other	1	400,000			1	400,000		
New Industrial Buildings, eg foundry			2	3,700,000	1	1,200,000	1	700,000
New Farm Buildings -Other			2	360,000			1	97,000
New Other Buildings	3	609,000	1	40,000	2	40,000	-	-
Dwellings – alterations & additions	4	302,547			3	318,000	1	250,000
Domestic Fireplaces	13	60,000	6	31,300	11	53,000	12	58,000
Re-sited Houses	1	10,000	1	125,000	1	10,000	2	275,000
Domestic only – garages	2	290,000	2	90,000	3	364,000	3	130,000
Other outbuildings e.g. shed, workshop, sleep-out	1	58,000	1	40,000	1	35,000		
Education Buildings – alterations & additions	1	200,000			1	200,000		
Factories – alterations & additions			1	10,000			1	10,000
Swimming Pools & Spa Pools	1	10,000						
Certificate of Acceptance	1	4,500						
TOTAL	32	4,194,047	18	5,191,300	27	4,170,000	25	2,621,500



Animal Control

Dog registrations have been sent out and we are seeing a number of payments coming in. The animal control team would like to acknowledge the front of house staff who play a significant role in this process taking payments, changing details and other dog related matters.

Planning services

The standard report for resource consent was presented to the Policy and Projects Committee on the 18 June 2026. We are seeing a number of consent applications coming in and are about 3 months ahead number wise compared to last year. As an example of this we have had #49 consent lodged in June whereas in 2024 the 49th consent was not lodged till late September.

The Government is calling for feedback on proposals to update national direction for infrastructure, development and the primary sector and on options to amend freshwater national direction, and test how housing proposals could fit into the new resource management system. Council planners are monitoring the proposed changes and any impacts they may have, or be inconsistent with the proposed changes to the District Plan. At this stage, it is not officers' intent to submit on the proposals due to the current workload.

Package 1 contains four existing national direction Instruments and four new national direction instruments.

Package 1: Infrastructure and development

- New National Policy Statement for Infrastructure
- Amendments to the National Policy Statement for Renewable Electricity Generation
- Amendments to the National Policy Statement on Electricity Transmission (change title to the National Policy Statement for Electricity Networks)
- Amendments to the National Environmental Standards for Electricity Transmission Activities (change title to National Environmental Standards for Electricity Network Activities)

- Amendments to the National Environmental Standards for Telecommunication Facilities
- New National Environmental Standards for Granny Flats
- New National Environmental Standards for Papakāinga
- New National Policy Statement for Natural Hazards

Package 1 discussion document can be found

<https://environment.govt.nz/publications/package-1-infrastructure-and-development-discussion-document/>

Package 2: Primary sector

Package 2 aims at enabling growth in the Primary sector by making changes to eight existing national direction instruments.

- Amendments to the National Environmental Standards for Marine Aquaculture
- Amendments to the National Environmental Standards for Commercial Forestry
- Amendments to the New Zealand Coastal Policy Statement
- Amendments to the National Policy Statement for Highly Productive Land
- Amendments to the Stock Exclusion Regulations
- Amendments to the mining and quarrying provisions in:
 - National Policy Statement for Indigenous Biodiversity
 - National Policy Statement for Highly Productive Land
 - National Policy Statement for Freshwater Management
 - National Environmental Standards for Freshwater.

Package 2 discussion document can be found

<https://environment.govt.nz/publications/package-2-primary-sector-discussion-document/>

The Government is seeking feedback on options to amend freshwater national direction to better reflect the interests of all water users, and on whether changes should be implemented under the existing RMA or under new resource management legislation.

Further consultation will be undertaken, later this year, through a more detailed exposure draft of the proposed freshwater national direction.

The Government is seeking feedback on how the proposals in the first pillar of the Going for Housing Growth programme could fit into the new resource management system.

District Plan Review

The final district plan hearing was held on the 26th of May, officers are now finalising reply statements and responding to additional minutes from the panel. The panel is now in deliberations and once they have finished an updated plan will be released. This plan is then subject to appeals. Our staff Becca Adams and Solitaire Robertson would both like to acknowledge the significant amount of time spent by the Carterton Commissioners Cr Cherry-Campbell and Cr Deller. Taking on a role of a commissioner requires a huge commitment, hours of reading, hours of hearings and now hours of deliberations. As officers involved in the process, the team have appreciated the work our Commissioner Councillors do.

5. INFRASTRUCTURE SERVICES

Water Operations

The team has been addressing numerous water leaks, many of which are located on State Highway 2. We are in a favourable position, as we repair all known water leaks on a weekly basis. It's important to note that responding to leaks on the State Highway is significantly more expensive than addressing those on local roads. Additionally, we do not encounter leaks in areas where we have installed rider mains. Therefore, our long-term goal is to install rider mains throughout the entire length of State Highway 2.

Roading

The Ruamāhanga Roothing Team has done an amazing job responding to the cumulative damage caused by several weather events: the August 2022 Weather Event, the October 2022 Weather Event, Cyclone Hale in January 2023, and Cyclone Gabriel in February 2023. The final repairs are scheduled to be completed by June 2025. The officers are committed to preparing a comprehensive closeout report to celebrate this significant milestone.



Image: Te Wharau Road slip during Cyclone Hale



Image: Te Wharau Road Slip during Cyclone Gabrielle

6. MAJOR PROJECT UPDATES

Wastewater Treatment Plant Headworks Upgrade Tender



Registration of Interest



Waste Water Treatment Plant Headworks Upgrade

Officers have spent the last few months preparing the tender documentation for the upgrade of the headworks at the Wastewater Treatment Plant. We are implementing a two-step tender process; potential suppliers can first register their interest, and then those who are shortlisted will then be invited to submit a proposal.

The registration of interest was released on 2 May 2025 on the Tenderlink platform. For our tender, 8,850 alerts were sent out to Tenderlink subscribers, with our tender being viewed 235 times and 61 documents downloaded.

At the closing on 12 June 2025, we received four compliant ROI submissions. The Tender Evaluation Team (TET) is currently evaluating the submissions. We are pleased with the level of publicity the tender received and the quality of the submissions.

Due to budget constraints and the high risk associated with the project, the selected tendering method is a Targeted Price with Quality Evaluation. In this approach, suppliers are required to submit proposals that offer the best value for money within the approved budget. The quality of the suppliers will be assessed using non-price attributes.

To be considered for the shortlist, suppliers must first pass the pre-condition tests:

#	Pre-condition
1.	Company experience – Respondents must confirm that <ul style="list-style-type: none"> the design company has successfully designed two wastewater treatment plants in the past ten years. the contractor company has successfully constructed two wastewater treatment plants in the past ten years.
2.	Track Record: Referees for the above projects must indicate their satisfaction with adherence to budget controls, project deadlines; and quality of design and construction. Note that your nominated referees must be independent from your company, have been actively involved in supervising the project, and available to comment on your company's performance on the project)
3.	Health and Safety – Respondents must confirm that the Contractor company holds HSE accreditation (e.g. AS/NZS 4801:2001; Totika or equivalent)
4.	Budget Adherence – Respondents must confirm that through their optioneering and cost benefit analysis, their design and construction costs for the immediate work packages will not exceed the available budget of \$5.7M.
5.	Quality Assurance – Respondents must confirm that they have a Quality Assurance process in place that will be implemented for both design and construction components of this project. Note this will be further detailed in the scored section of this response.
6.	Lead Designer Commitment – Respondents must confirm that their Lead Designer will commit to dedicating at least 50% of their time into the design activity over the period of development of preliminary and developed designs. Note this will be further detailed in the scored section of this response.
7.	Contractual Arrangement: Respondents must confirm that, if they are short-listed, they will provide a completed joint venture, consortium or subcontract agreement between the parties, including their respective terms of reference and clear hierarchy, prior to the RFP stage of this procurement.
8.	Bond: Respondents must confirm that they will provide an on-demand bond of \$200,000 if required.

All four submissions met the pre-conditions, and the evaluation of the non-price attributes is currently underway.

Non-Price Attributes

Criterion	Weighting
1. RELEVANT EXPERIENCE AND TRACK RECORD	25%
<p>Note: In scoring this section, the evaluators will place high value on:</p> <ul style="list-style-type: none"> ■ Extensive recent experience and qualifications within the business and its design engineers, specifically in wastewater treatment plant designs in similar conditions (including cost/benefit analysis and optioneering for wastewater treatment solutions). ■ Extensive recent experience of the contractor company in construction of wastewater treatment plants. ■ Strong endorsement of referees for the design firm in coordinating and assisting design of wastewater treatment plant that are similar in scale and technical nature. ■ Strong endorsement of referees for the construction firm in their contributions to design as well as building wastewater treatment plants that are similar in scale and technical nature. <p>Minimum Standard: To be considered further, Respondents must respond to all questions in this section and:</p> <ul style="list-style-type: none"> ■ Their referees must affirm the experience described in the written response and indicate their satisfaction with the Respondent's company performance in respect to the areas above. 	
2. RELEVANT SKILLS	45%
<p>Note: In scoring this section, the evaluators will place high value on:</p> <ul style="list-style-type: none"> ■ Evidence that design and construction team members have existing strong and effective working relationships. ■ Evidence of high levels of commitment of the Lead Designer; ■ Demonstration of additional back-up resource for the Lead Designer of similar calibre and capabilities, readily available should the Lead Designer become unavailable for any reason. ■ Evidence of expertise to contribute to optioneering, prioritisation and cost/benefit analysis for wastewater treatment plant assets. ■ Strong endorsement of Referees for the Lead Designer and other relevant key staff in ■ Coordinating and assisting design of wastewater treatment plant that are similar in scale and technical nature. ■ Assessing options for wastewater treatment components including cost/benefit analysis ■ Evidence of extensive relevant experience and qualifications of the Contractor personnel (Project Manager, Site Manager, Quality Manager, Programming, H&S Managers) ■ Demonstration of additional back-up resource for the key Contractor personnel, of similar calibre and capabilities, readily available should their counterparts become unavailable for any reason. ■ Evidence of expertise to contribute to design reviews, including constructability reviews, optioneering, prioritisation and cost/benefit analysis for wastewater treatment plant assets. ■ Strong endorsement of Referees for the key contractor personnel in <ul style="list-style-type: none"> ○ their roles within construction of wastewater treatment plants that are similar in scale and technical nature. ○ Contributions to the design process <p>Minimum Standard: To be considered further, Respondents must respond to all questions and:</p> <ul style="list-style-type: none"> ■ Referees must indicate their satisfaction and no major reservations with the performance of nominated personnel on previous projects. 	
3. METHODOLOGY	15%
<p>Note: In scoring this section, the evaluators will place high value on:</p> <ul style="list-style-type: none"> ■ Evidence of clear, well supported and comprehensive methodology for the wastewater treatment plant design process, including optioneering, detailed cost/ benefit analysis and resultant phasing including the initial improvements and stages for future enhancements. ■ A detailed programme, accompanied by a corresponding activity-based cost build-up spreadsheet that aligns with the submitted programme for design development to preliminary design completion. ■ Evidence of sound contingency planning that provides confidence that the designs may be able to be delivered on time or ahead of schedule; and comfortably within the budget envelope. ■ Description of thorough quality assurance processes, including design and constructability reviews; inspection and test plan processes; and reviews of optioneering and cost/benefit analysis components. ■ Detailed and committed plans for involvement of local suppliers or subcontractors into the design and/ or construction phases; or other benefits provided to the community through this project. ■ Evidence of realistic plans to build consultation with key interested parties into design development and/or review processes. <p>Minimum Standard: To be considered further, Respondents must respond to all questions and:</p> <ul style="list-style-type: none"> ■ Provide a programme that demonstrates the developed designs can be completed by 30 October 2025 	

4. CONCEPT DESIGNS	15%
<p>Note: In scoring this section, the evaluators will place high value on:</p> <ul style="list-style-type: none"> ■ Inclusion and explanation of a range of feasible concept designs that will be analysed during the RFP stage via optioneering and cost/benefit analysis ■ Evidence that the concept designs provided will maximise cost-effectiveness within the initial budget cap of \$5.7M ■ Demonstration that the designs can be further enhanced through additional enhancement to improve future functionality, without introducing adverse compatibility or integration issues ■ Proven results of the effectiveness and reliability of those designs on past projects <p>Minimum Standard: To be considered further, Respondents must respond to all questions and:</p> <ul style="list-style-type: none"> ■ Provide at least two concept designs that can be achieved within the initial budget cap of \$5.7M 	

After individual evaluations are completed, the TET will hold a moderation meeting to finalise the shortlist. From this shortlist, two or more suppliers will be selected to advance to the next stage. In this phase, they will be required to produce a preliminary design, a program, a detailed cost breakdown, and a quality assurance plan. These submissions will then be evaluated before selecting the successful supplier.

Officers are committed to delivering this project to the highest standard, and selecting the right supplier is essential to achieving this goal.

7. CORPORATE SERVICES

Annual Plan 25/26

CDC's Annual Plan 25/26 and Rates Resolution 25/26 was approved at the Council meeting on 11 July 2025.

Local Body Elections 2025

The Internal Election Working Group continues to meet every fortnight.

A large election display is in the process of being organised for the Events Centre Foyer, and also a computer where the public can check / update their enrolment details.

Nominations for Council

Nominations for Council open on Friday 4 July and close 12 pm, Friday 1 August 2025. In terms of promoting standing for Council, videos with commentary from ex-councillors Rebecca Vergunst and Ruth Carter are being used to promote standing for council.

A Candidate Nominations Evening facilitated by our Electoral Officer from Electionz.com, Warwick Lampp, will be held 7pm, Tuesday 24 June in the Events Centre. Our Pre-Election Report will be available at this evening, and will be released on 4th July. This report will provide candidates with the latest information on Councils activities and finances. The theme of this report is Complimenting, not Competing with our neighbouring Councils.

8. PEOPLE AND WELLBEING

Our People

Our current staffing level is at 83 people (72FTE) with five vacancies – one each across Parks & Reserves, Waters, People and Wellbeing, Library, and Finance Teams. Two of these are senior roles, one as Chief Financial Officer, the second as People and Wellbeing Manager. Further details on available vacancies are on our council website.

Our recent focus has been on recruitment, reviewing the Amalgamated Workers Union Collective Employment Agreement, and continued organisational reviews.

Health & Safety (H&S)

For the period May – June we have received 8 incident reports:

- 4 near miss reports
- 2 damage reports
- 2 injury reports

We are currently in the testing phase of our new Health and Safety digital platform, Assura. Managers and Team Leaders will undertake training before the system goes live to all staff on 23 June.

A successful fundraising breakfast for Pink Ribbon (Breast cancer awareness) was held in May, with nearly \$500 raised.



Māori Liaison

Nāu te rourou, nāku te rourou, ka ora ai te iwi

With your food basket and my food basket, the people will thrive

This whakataukī (proverb) highlights the importance of collaboration and collective contribution.

Since May, operational staff have been working with hapū Ngāti Maahu to prepare for a special cultural event.

On Saturday 21 June, as part of Matariki celebrations, Ngāti Maahu and Carterton District Council will unveil a Pou Whenua at Ngā Tāwhai Reserve, Te Wharau – a symbol of Te Taiao, connection to people and place.

This event honours the pūrākau (historical story) and cultural significance of the site and supports Council's Māori Responsiveness Action Plan by recognising and uplifting hapū-led initiatives.

9. CONSIDERATIONS

9.1 Climate change

Considerations have been noted in the report, as appropriate.

9.2 Tāngata whenua

Considerations have been noted in the report, as appropriate.

9.3 Financial impact

Considerations have been noted in the report, as appropriate.

9.4 Community Engagement requirements

Considerations have been noted in the report, as appropriate.

9.5 Risks

Considerations have been noted in the report, as appropriate.

10. RECOMMENDATION

That the Council:

1. **Receives** the report.

File Number: 438541

Author: Geoff Hamilton, Chief Executive

Attachments: Nil



8.3 WATER RACE CAPITAL PROJECTS

1. PURPOSE

To consider increasing the current budgets for the capital projects of the Water Races to complete the scope of work.

2. SIGNIFICANCE

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

3. BACKGROUND

There are two Water Race capital projects ongoing for the water races, these are:

1. Water race consents for both Taratahi and Carrington
2. Carrington Water Race Intake

The 10-year consents for both Carrington and Taratahi Water races expired in June 2023. The previous consent applications took 10 years to complete. Work on the consent applications began 12 months prior to the consent expiry, and a first draft of the applications was sent in March 2023, with agreement from the Wellington Regional Council (GWRC) that it was submitted before the expiry date. The final submission was sent on 31 October 2023, with each Water Race application containing about 300 pages. The water races continue to operate under the old consents while GWRC works through the information received for the application.

The intake for the Carrington water race requires upgrading in the river bed to maintain the supply. The new intake is proposed to be moved a short distance upstream where the bed is harder material, instead of the current loose gravel.

The pipework has been completed, with only the joining connection at the river and the water race gate to be completed.

An overview of the information provided and cost is shown below.

The General Ledger for the water race projects was the same, so it has been difficult to track how the project has been progressing against budget: WSC24RWCarrington, and WSC24RWResourceC.

4. DISCUSSION

4.1. Approved Budget

The budgets were set in the previous LTP as follows:

- Renewal of Water Race consents: \$326,582
- Carington Water Race Intake upgrade: \$255,000

4.2 Project costs

4.2.1 Water Race consent costs to date

The table below records the different costs since 2022 for the various pieces of information to support the consent application for both water races.

- Application
- Maps showing extent, also a GIS map with details.
- Water race code of practice,
- Water quality report
- Ecological assessment
- Water race users survey results

Invoiced totals for reports -investigations:

Ecological reports	\$65,500
Policy, Hydrological	\$198,100
Water quality	\$58,300
Groundwater report	\$13,100
Other	\$28,000
Regional Council (still \$17.3k)	
Total	\$363,000.00
Approved budget	\$326,582.00

4.2.2 Estimate to complete Water Race consent

Further specialist information is requested by GWRC before they make a recommendation to proceed to the next step, which is likely to be public notification. This is the third request for more information since the original submission in June 2023.

Potentially, based on the submissions after notification, it could be worked through without going to a hearing; however, it is still likely to take a significant amount of time for consultants to talk to submitters/commissioners.

The time allocation for consultants below is estimated to be similar for a consultation or a hearing.

The estimated cost to complete for reports and hearings attendance is:

Ecological report	\$55,500
Cultural impact assessment	\$16,000
Groundwater investigation	\$6,000
Hearing evidence	\$54,000
Regional Council hearing	\$45,000
Total	\$176,500.00
Shortfall	\$206,500.00

4.2.3 Carrington Water Race intake costs to date

The table below records the different costs for the various bits of information to support the consent application for both water races.

- Pipework supplied
- Installation of pipework to the edge of the river
- Water race users survey results
- Design of the intake

Totals for reports, installation of pipes and design

Ecological report	\$10,500
Pipework supply	\$57,863
Pipework install	\$68,305
Design	\$2,700
Total	\$139,368.00
Approved budget	\$255,582.00

4.2.4 Estimate to complete Carrington Water Race intake

The intake design needs to be finalised and fabricated. Then the structure can be fabricated and installed with the remaining pipework.

Estimated totals for reports and hearings attendance

Ecological report	\$45,426
Cultural impact	\$16,000
Intake fabrication	\$65,000
Installation	\$35,000
Total	\$161,426.00
Shortfall	\$47,794.00

5 NEXT STEPS

1. Council officers are progressing with organising the specialist to progress the further investigations and design of the Carrington intake.
2. Approval is needed for a budget increase:
 - WSC24RWResourceC - additional cost estimated \$206,500 to get the resource consents
 - WSC24RWCarrington - additional cost estimated \$47,794 to complete the intake installation

6 CONSIDERATIONS**6.2 Climate change**

There are no climate change considerations relating to the decisions in this report.

6.3 Tāngata whenua

The iwi representative will be engaged to provide updates and asked to comment on the resource consent application.

6.4 Financial impact

It is proposed that the increase of \$254,294.00 to the capital budget is funded from the Water Race Reserves. The Water Race Reserve Balance is \$322,280. Therefore, there is no financial impact on the targeted rate.

6.5 Community Engagement Requirements

The hearing process will be organised as part of the Regional Council process, and the Water Race Committee will be updated at each meeting.

6.6 Risks

The decision in this report aims to address and mitigate Carterton's flood risk.

6.7 Wellbeings***Social***

- A strong and effective council providing trusted leadership.
- A caring community that is safe, healthy, happy, and connected.

Cultural

- Te Āo Māori/Māori aspirations and partnerships are valued and supported

Environmental

- 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

Economic

- Quality, fit-for-purpose infrastructure, and services that are cost-effective and meet future needs.

7 RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Approves** that the Water Race Capital Projects Budget be increased by \$254,294.00 and be funded from the Water Race Reserves.

File Number: 464443

Author: Lawrence Stephenson, Waters Operations Manager

Attachments: Nil



8.4 CARRINGTON PARK PLAY SPACE UPGRADE PROPOSAL

1. PURPOSE

For the Council to consider the Carrington Park Upgrade proposal and approving funds from the Reserves Contribution Fund to start this project.

2. SIGNIFICANCE

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

3. BACKGROUND

Carrington Park is a significant Council-owned community asset and is recognised as Carterton's premier park, much loved by both locals and visitors. However, some of the park's infrastructure has reached the end of its life. A recent external audit identified several safety risks that are no longer financially viable to "patch up," highlighting the need for comprehensive redevelopment.

In 2021, Ka Pai Carterton initiated community consultation on a multigenerational play space for Carrington Park, building on feedback gathered during their 2019 community survey. This work progressed in partnership with WSP and award-winning landscape architect Catherine Hamilton, with the goal of achieving a detailed design for the site.

Following Ka Pai Carterton ceasing operations in 2023, the Friends of Carrington Park Group (FOCP) was established to carry forward the project and source external funding for construction (**Attachment 1**).

While the WSP design provided a master plan for the entire park, it notably excluded the existing skate park area. Instead, it proposed integrating skate elements throughout the broader park landscape. In response, the Carterton Skate Park User Group—supported by Ka Pai Carterton—advocated for a dedicated skate area. As a result, Acid NZ, specialist skate park designers, were engaged to develop a plan specifically for the skate facility.

Despite early momentum, the FOCP Group has become inactive over time, and no external funding was secured to move the project into the construction phase. As a result, the overall redevelopment has been on hold.

However, the Carterton Skate Park User Group remains highly active. They recently completed community consultation regarding their proposed skate park design, are now working with Acid NZ to finalise the detailed design of the proposed skate park, and are working with officers to develop a fund-raising plan (**Attachment 2**).

4. DISCUSSION

Carrington Park is a valued community asset and Carterton's premier public park. However, the Carrington Park redevelopment project has stalled with no recent progression from FOCP or the wider community in advancing the multigenerational play space plan.

The condition of the park's playground equipment has continued to deteriorate, meaning a decision is needed on the preferred path forward.

Playground Safety Audit Findings

A recent external audit of Carterton District Council playgrounds identified several items of equipment at Carrington Park that are no longer safe or viable to maintain. The audit concluded:

- **Flying Fox**
Age: 40+ years
Status: Past useful life – recommend removal
- **Play Tower with Slide**
Age: 40+ years
Status: Past useful life – recommend removal
- **Swing Set**
Age: 40–50 years
Status: Past useful life – full replacement more cost-effective than repair
- **Rocker Swing**
Age: 30+ years
Status: Hard seat with no impact absorption and head entrapment risk – recommend replacement
- **Spinner**
Age: 40+ years
Status: Frame rusting – programme replacement

Community-Identified Priority Issues

Alongside the audit findings, community feedback (through the Ka Pai, Skate Park engagement and other public feedback) has highlighted additional safety and functionality issues that are resulting in underuse of certain features, including:

- Basketball court surface, hoop, and backboard in poor condition.
- Skate Park bowl and ramps in need of resurfacing.



In order to address these safety concerns and respond to ongoing community needs, officers propose utilising a proportion of available Reserves Contributions and, where appropriate, Depreciation reserves to commence staged upgrades at Carrington Park.

The plan would involve implementing selected aspects of the Ka Pai Carterton Multigenerational Play Space Plan and replacing outdated playground equipment with low-maintenance, accessible, and sustainable equipment that meets current New Zealand safety standards.

While the proposed budget will not deliver the full masterplan vision, it will allow a meaningful start. This phased approach will:

- Immediately address safety concerns.
- Provide visible progress to reinvigorate community support.
- Encourage future external funding applications.
- Begin building a lasting legacy at the park.

An initial investment of \$2,000,000 is proposed to begin construction of both the play space and skate park. Works can be scheduled in phases to manage cost and ensure continuity of park access.

By replacing old equipment with modern, inclusive alternatives, the park will:

- Become a destination play space again.
- Cater to toddlers through to seniors, with intergenerational opportunities for play and recreation.
- Improve accessibility and safety.
- Incorporate engaging, story-driven landscaping aligned with the WSP design.
- Future-proof Carrington Park for the next generation.

The Carrington Park Skate Park Users Group is committed to fundraising a portion of the project costs, demonstrating strong local support and ownership. The Carrington Park Skate Park Users Group are targeting a \$200,000 fundraising goal. Their ability to secure external funding is significantly enhanced if the project is seen as a co-funded initiative with a meaningful contribution from Carterton District Council.

We are seeking Council agreement to proceed with a refined stage 1 and 1A of the Carrington Park Upgrade Project, funded through Reserves Contributions and Depreciation reserves. This would involve:

1. Remove unsafe, end-of-life play equipment.
2. Install new accessible and multigenerational play equipment.
3. Address key community-identified safety concerns.
4. Lay the foundation for long-term development in line with the Carrington Park masterplan.



Use of Reserve Contributions for Carrington Park Upgrade

Reserve Contributions are collected as a percentage of the land value of new allotments and are allocated for the acquisition and development of land for reserves, as well as the enhancement and upgrading of existing community reserves.

The proposed Carrington Park upgrade aligns closely with the intended purpose of the Reserves Contribution Fund by enabling greater community participation in sport and recreation, particularly as our population continues to grow. The project aims to:

- Provide high-quality play opportunities for all age groups, from toddlers to seniors
- Improve accessibility at park entrances and between different play spaces
- Install accessible seating for sporting fixtures and community events
- Create a safer, more welcoming space for community gatherings
- Celebrate local heritage through the incorporation of the Kokopu storytelling feature

At the end of May 2025, the Reserves Contribution Fund has a balance of \$2,836,231. Over the past five years, the fund has increased by an average of \$371,548 per annum.

The Reserves Contribution funds were last used in 2024, with \$72,487 allocated to the West Taratahi Upgrade.

The draft Combined District Plan includes a proposed increase in the Reserves Contribution rate, reflecting rising property values. This positions CDC well to consider a more impactful use of current funds.

Officers recommend Council consider making a significant investment of \$2,000,000 into Carrington Park—our Premier Park—to deliver a transformative upgrade that brings back the "wow" factor and creates lasting value for the whole community.

Council has not made a major capital investment in Carrington Park in over 15 years. The most recent improvement was the accessible pathway around the playing field, which continues to be heavily used by community members of all ages.

5. OPTIONS

- a. Agree to start the construction phase of the Carrington Park Upgrade project by utilising the Reserves Contributions fund and Depreciation reserves. Doing so will be at no additional cost to the rate payers.
- b. Retain the Reserves Contributions fund for another purpose, and continue to maintain existing equipment, and remove unsafe equipment where necessary, through our existing operational budgets.

In both options, we will continue to encourage community groups to fundraise for the upgrade of existing equipment and facilities (e.g. Skate Park group).

6. NEXT STEPS

The next steps will be guided by a decision from Council regarding which option is approved for implementation. Should the Carrington Park upgrade project be accepted, the CDC Procurement Policy will be triggered, and all processes will be undertaken in accordance with its guidelines.

Ongoing updates and progress reports will be provided through the Policy and Projects Committee to ensure transparency and accountability throughout the delivery of the project.

7. CONSIDERATIONS

7.1 Climate change

The proposed upgrades to Carrington Park have been designed with future climate resilience in mind. As part of the planning process, measures have been included to ensure the park is better equipped to withstand the impacts of climate change. This includes improvements in drainage, sustainable material choices, shade and shelter provisions, and planting that is drought tolerant and supports biodiversity.

7.2 Tāngata whenua

Ka Pai Carterton has engaged with tāngata whenua since the conception of this idea. The concept for this project was based on story telling relating to the indigenous galaxiid known as Kokopu, and the story has been gifted by Ra Smith.

7.3 Financial impact

We are seeking funding for the Carrington Park upgrade from two existing sources: the Reserves Contribution Fund and Depreciation reserves. As a result, this project will have no direct impact on ratepayer funding.

The Reserves Contribution Fund (part of Financial Contributions collected from property developments and subdivisions) has a balance available of \$2,836,231 at the end of May 2025.

The Parks and Reserves depreciation reserve (funded from rates) had an available balance of \$2,218,351 at the end of June 2024. There have been no major capital works funded from this reserve during the financial year.

Together the Reserves Contribution fund, and the Parks & Reserves depreciation reserve have sufficient funding available to complete a refined Stage 1 and 1 A of the Carrington park upgrade, without increasing rates, or taking on additional debt.

7.4 Community Engagement requirements

Ka Pai Carterton and the Carrington Park Skate Park group have undertaken extensive community engagement throughout this process. CDC has kept the community updated through regular pages in the Carterton Crier and Wairarapa Midweek newspaper, and through email and social media.

7.5 Risks

If this proposal is not supported, Council may experience the risks below:

- **Equity and Accessibility:** the current park infrastructure does not adequately support people with disabilities or senior members of the community. Without this upgrade, these groups will continue to face barriers to participation in recreation and social connection, exacerbating inequities.
- **Ongoing Delays:** Postponing the project due to lack of funding will likely lead to escalating construction and material costs, placing additional financial pressure on Council in the future.
- **Reputational Risk:** There is a high likelihood of negative community feedback and damage to Council's reputation if ageing play and sport equipment is removed or becomes unsafe for use.

This project presents a timely opportunity to invest in inclusive, safe, and future-proofed recreational infrastructure—delivering long-term benefits while avoiding the growing risks and costs of inaction.

7.6 Wellbeings

All four of Council's wellbeings have been thoughtfully considered throughout the planning and design of this project.

- **Social and Cultural Wellbeing:** The upgrade will provide inclusive, safe, and modern play spaces that encourage active play, intergenerational connection, and community events. It includes features that reflect local identity, enhancing cultural engagement and pride. The design has a strong emphasis on accessibility. Play spaces will feature equipment that is fully accessible. There has been a noticeable spike in graffiti across the CBD and surrounding reserves. Evidence from urban planning and community development research suggests that the creation of well-designed, inclusive, and engaging public spaces can significantly deter such behaviours. Initiatives that foster a sense of ownership, pride, and community connection, have been shown to reduce vandalism and contribute to safer, more vibrant environments.
- **Economic Wellbeing:** The project offers a valuable economic boost, particularly for local contractors and suppliers, at a time when the construction sector is under pressure. It also supports increased park visitation, which may positively impact nearby businesses and wider Carterton region.
- **Environmental Wellbeing:** Sustainability is a key focus. Where practical, existing materials will be recycled, repurposed, or upcycled.

8. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Agrees** to progress a refined Stage 1 and 1A of Carrington Park Upgrade project.
3. **Approves** up to \$2,000,000 unbudgeted expenditure for a refined Stage 1 and 1A of the Carrington Park project, to be funded from Reserves Contributions Fund and Parks & Reserves depreciation reserves as appropriate.

Or

4. **Recommends** Officers continue to maintain existing equipment, and remove unsafe equipment where necessary, through our existing operational budgets.

File Number: 464466

Author: Glenda Seville, Community Services and Facilities Manager

Attachments:

1. WSP Carrington Park Detailed Design [↓](#)
2. Skate park concept design [↓](#)



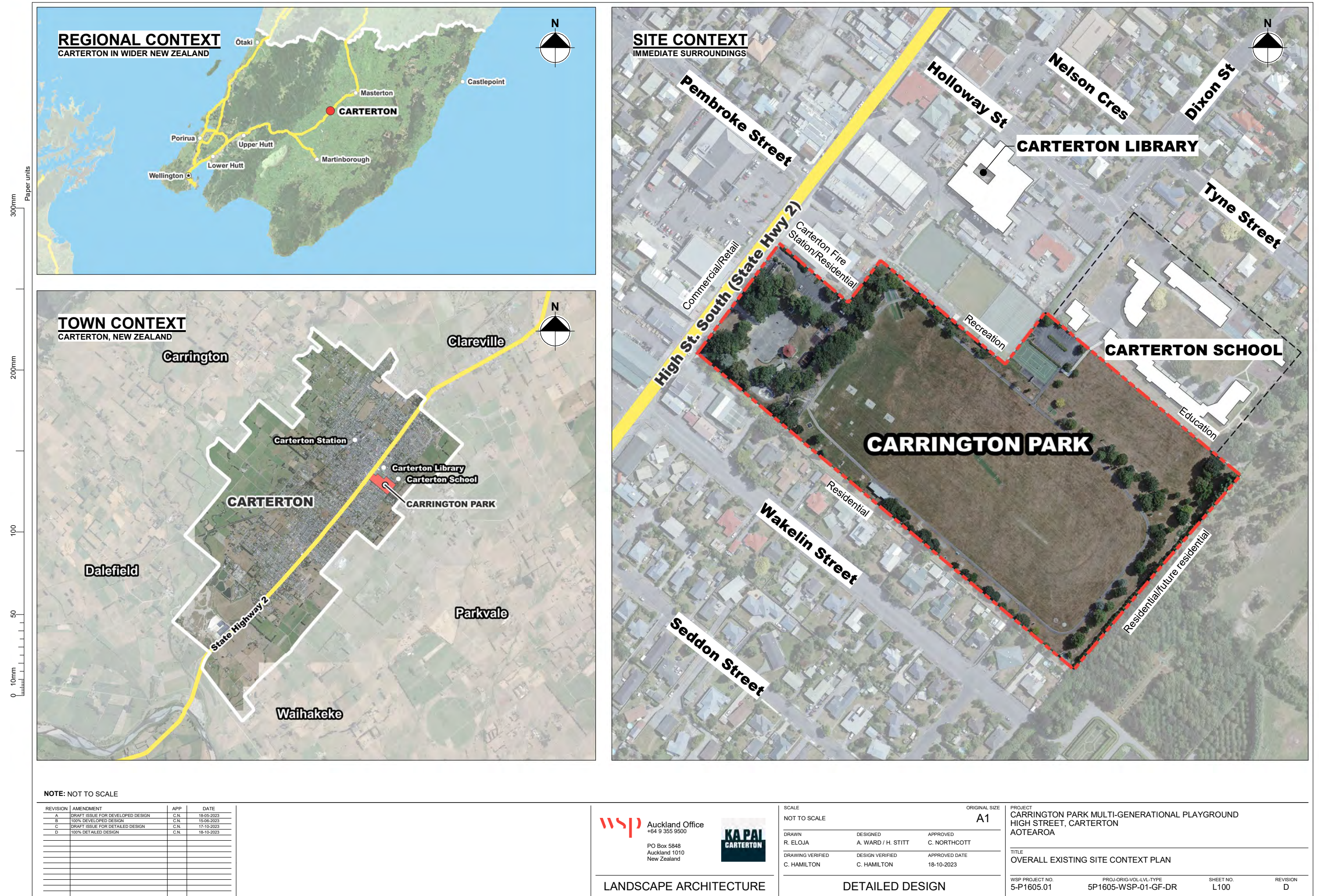
**CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND
HIGH STREET, CARTERTON
AOTEAROA**

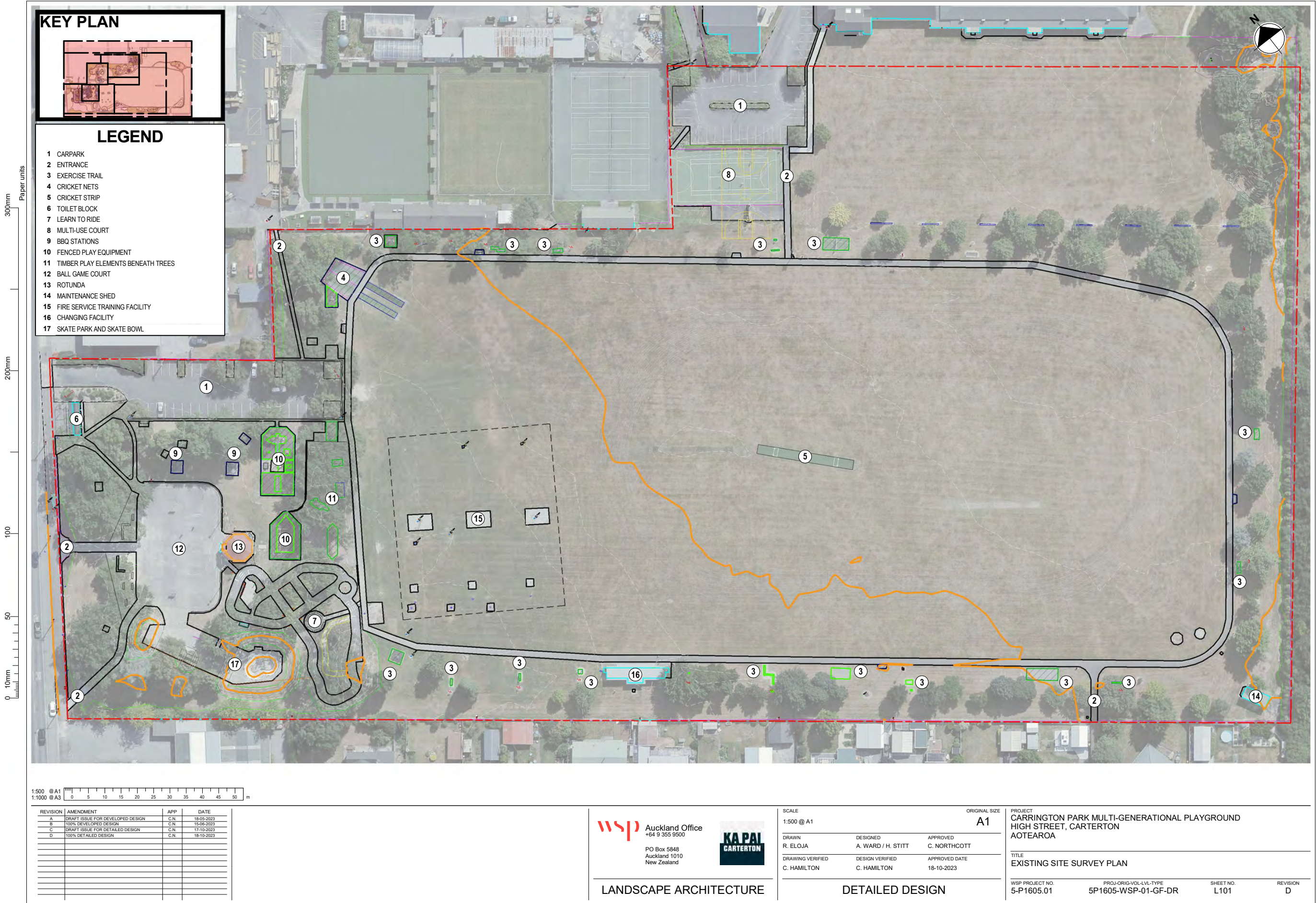
LANDSCAPE ARCHITECTURE
DETAILED DESIGN

Project No: 5-P1605.01
DATE: 18-10-2023

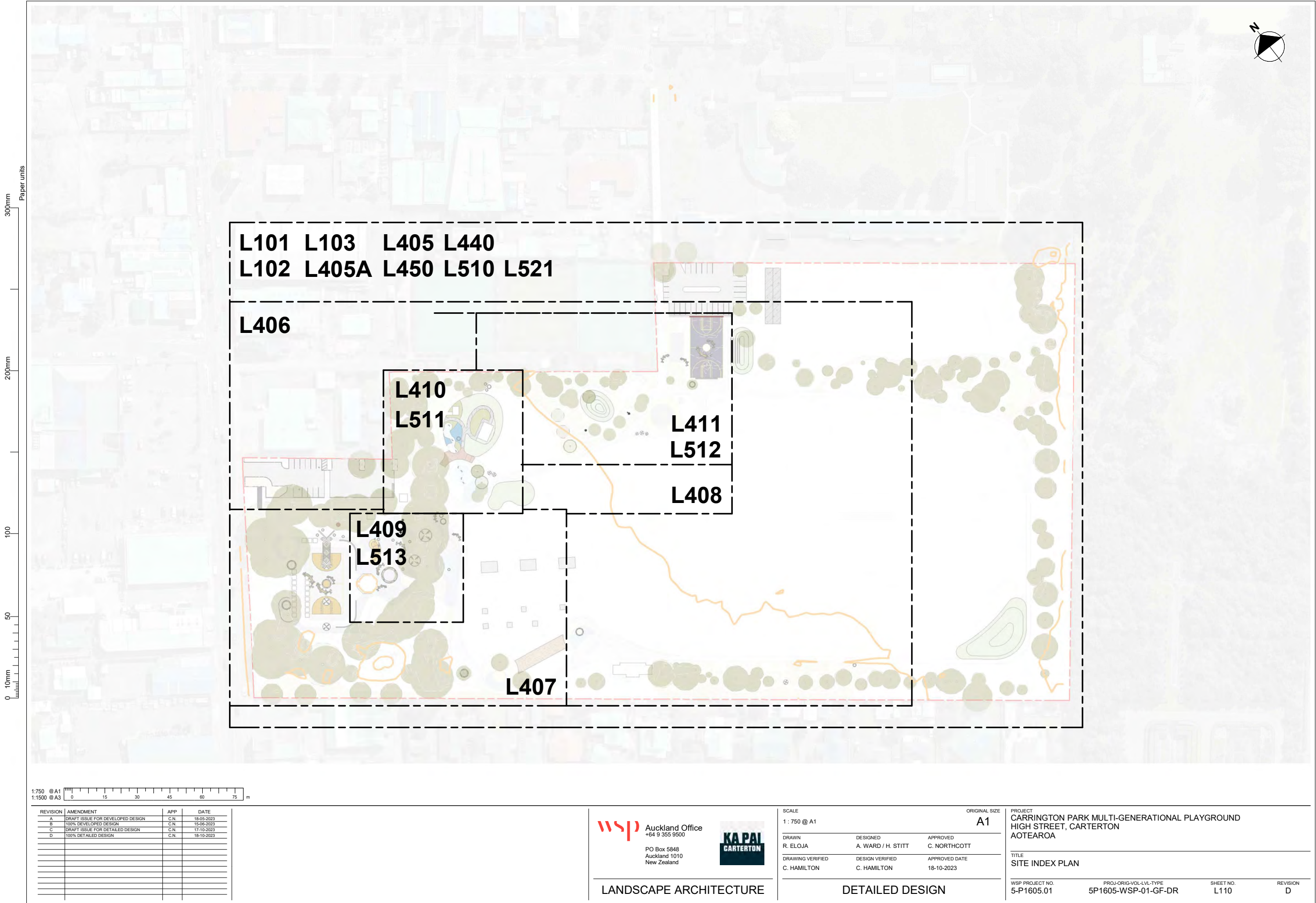
300mm	Paper units	LANDSCAPE ARCHITECTURE INDEX				LANDSCAPE ARCHITECTURE INDEX			
		SHEET NO.	SHEET NAME	REV	DATE	SHEET NO.	SHEET NAME	REV	DATE
		L000	COVER SHEET	D	18-10-2023	L515	PLANTING ARRANGEMENT - COURT AREA	B	18-10-2023
		L001	INDEX PAGE	D	18-10-2023	L516	PLANTING ARRANGEMENT -ENTRANCE SPACE	B	18-10-2023
		L100	OVERALL EXISTING SITE CONTEXT PLAN	D	18-10-2023	L520	OVERALL TREE NOTES	D	18-10-2023
		L101	EXISTING SITE SURVEY PLAN	D	18-10-2023	L521	PLANTING ARRANGEMENT OVERALL TREE PLAN	D	18-10-2023
		L102	DEMOLITION PLAN	B	18-10-2023	L541	PLANTING PALETTE SHEET 01 OF 02	D	18-10-2023
		L110	SITE INDEX PLAN	D	18-10-2023	L542	PLANTING PALETTE SHEET 02 OF 02	D	18-10-2023
		L300	GENERAL ARRANGEMENT NOTES + KEY	D	18-10-2023	L611	PLAYGROUND EQUIPMENT SCHEDULE - TREETOP TOWERS	D	18-10-2023
		L301	STORY OF THE PATTERNATION	D	18-10-2023	L621	PLAYGROUND EQUIPMENT SCHEDULE - MAIN PLAY SPACE 01	D	18-10-2023
		L400	DESIGN STATEMENT	D	18-10-2023	L622	PLAYGROUND EQUIPMENT SCHEDULE - MAIN PLAY SPACE 02	D	18-10-2023
		L401	GENERAL ARRANGEMENT OVERALL PLAN	D	18-10-2023	L623	PLAYGROUND EQUIPMENT SCHEDULE - MAIN PLAY SPACE 03	D	18-10-2023
		L402	GENERAL ARRANGEMENT OVERALL STAGING PLAN	D	18-10-2023	L631	PLAYGROUND EQUIPMENT SCHEDULE - MĀRĀ HŪPARA PLAY SPACES	D	18-10-2023
		L403	TREE ROOT ZONE PROTECTION	B	18-10-2023	L641	PLAYGROUND EQUIPMENT SCHEDULE - SEPARATE PLAY ELEMENTS	D	18-10-2023
		L406	GENERAL ARRANGEMENT NORTH WESTERN PLAN	D	18-10-2023	L651	PLAYGROUND FURNITURE SCHEDULE 01	D	18-10-2023
		L407	GENERAL ARRANGEMENT PLAN - ENLARGEMENT 01	D	18-10-2023	L652	PLAYGROUND FURNITURE SCHEDULE 02	D	18-10-2023
		L407A	MAIN PLAY SPACE GENERAL LAYOUT PLAN	D	18-10-2023	L661	SKATE TRAIL	B	18-10-2023
		L407B	MAIN PLAY SPACE SURFACE AND PLAY	D	18-10-2023	L700	TYPICAL CROSS SECTIONS	B	18-10-2023
		L407C	PLAY EQUIPMENT FALL ZONES	D	18-10-2023	L701	ENLARGED CROSS-SECTIONS	D	18-10-2023
		L407D	MAIN PLAY SPACE SPATIAL ARRANGEMENT	D	18-10-2023	L705	TYPICAL DETAILS REFERENCE PLAN	B	18-10-2023
		L407E	MAIN PLAY SPACE SPATIAL ARRANGEMENT	D	18-10-2023	L710	TYPICAL PAVEMENT DETAILS 01	D	18-10-2023
		L407F	MAIN PLAY SPACE SPATIAL ARRANGEMENT	D	18-10-2023	L711	TYPICAL PAVEMENT DETAILS 02	D	18-10-2023
		L408	GENERAL ARRANGEMENT PLAN - ENLARGEMENT 02	D	18-10-2023	L712	TYPICAL TIMBER DETAILS	D	18-10-2023
		L409	GENERAL ARRANGEMENT PLAN - ENLARGEMENT 03	D	18-10-2023	L715	TYPICAL JOINING/EDGE DETAILS 01	B	18-10-2023
		L410	GENERAL ARRANGEMENT PLAN - ENLARGEMENT 04	D	18-10-2023	L716	TYPICAL JOINING/EDGE DETAILS 02	B	18-10-2023
		L440	GENERAL ARRANGEMENT OVERALL HARDSCAPE AND CIRCULATION PLAN	D	18-10-2023	L717	TYPICAL JOINING/EDGE DETAILS 03	B	18-10-2023
		L450	BENCH LOCATION PLAN	C	18-10-2023	L718	TYPICAL JOINING/EDGE DETAILS 04	B	18-10-2023
		L460	SKATE INTERVENTION PLAN	B	18-10-2023	L719	TYPICAL JOINING/EDGE DETAILS 05	B	18-10-2023
		L500	PLANTING NOTES AND SCHEDULE	D	18-10-2023	L720	TYPICAL FURNITURE & EQUIPMENT DETAILS 01	D	18-10-2023
		L510	PLANTING ARRANGEMENT - OVERALL PLAN	D	18-10-2023	L721	TYPICAL FURNITURE & EQUIPMENT DETAILS 02	D	18-10-2023
L511	PLANTING ARRANGEMENT - INDEX SHEET	D	18-10-2023	L722	TYPICAL FURNITURE & EQUIPMENT DETAILS 03	B	18-10-2023		
L512	PLANTING ARRANGEMENT - NATURE PLAY & WATERPLAY AREA	D	18-10-2023	L723	TYPICAL RESPITE BENCH DETAIL				
L513	PLANTING ARRANGEMENT - MAIN PLAY AREA	D	18-10-2023	L724	WIND SHELTER DETAILS	B	18-10-2023		
L514	PLANTING ARRANGEMENT - RESPITE AREAS	B	18-10-2023	L730	TYPICAL PLANTING DETAIL	D	18-10-2023		
200mm									
100									
50									
0	10mm								

REVISION	AMENDMENT	APP	DATE
A	DRAFT ISSUE FOR DEVELOPED DESIGN	C.N.	18-05-2023
B	100% DEVELOPED DESIGN	C.N.	15-06-2023
C	DRAFT ISSUE FOR DETAILED DESIGN	C.N.	17-10-2023
D	100% DETAILED DESIGN	C.N.	18-10-2023
			</









GENERAL

- CONTRACTOR TO TAKE DUE CARE AND RESPONSIBILITY FOR PROTECTION OF EXISTING ASSETS WHICH ARE TO BE RETAINED, PROTECTION OF SITE AND PERSONNEL WORKING ON SITE IN ACCORDANCE WITH CARRINGTON DISTRICT COUNCIL.

6. SUB-GRADE TO ACHIEVE A MINIMUM CBR OF 5% FOR ALL DETAILS SHOWN. FOR CBR VALUES BETWEEN 2-5% UNDERCUT AND PLACE AN ADDITIONAL 100mm TNZ.

3. FINISH ALL TIMBER WITH 'MAX WAS' PROTECTIVE COATING APPLIED ACCORDING TO THE MANUFACTURERS SPECIFICATION.

[illegible]

PAVING



SAND (NATURAL FINISH)
IMPACT-ATTENUATING MATERIAL

- MIN. 400mm DEPTH APPROVED RIVER WASHED SAND
- IMPACT ABSORBING MATERIAL.
- REFER TO SHEET L711 DETAIL 07

TIMBER BOARDWALK (NATURAL FINISH)
PEDESTRIAN ACCESS

EXISTING GRASSED SPACE
• REFER TO **GENERAL ARRANGEMENT PLANS.**

PROPOSED POU WHENUA
• REFER TO **GENERAL ARRANGEMENT PLANS.**

SCALE		ORIGINAL SIZE	
NOT TO SCALE		A1	
DRAWN R. ELQJA	DESIGNED A. WARD / H. STITT	APPROVED C. NORTHCOTT	
DRAWING VERIFIED C. HAMILTON	DESIGN VERIFIED C. HAMILTON	APPROVED DATE 18-10-2023	
<div style="text-align: center; border: 1px solid black; padding: 10px;"> <h1>DETAILED DESIGN</h1> </div>			

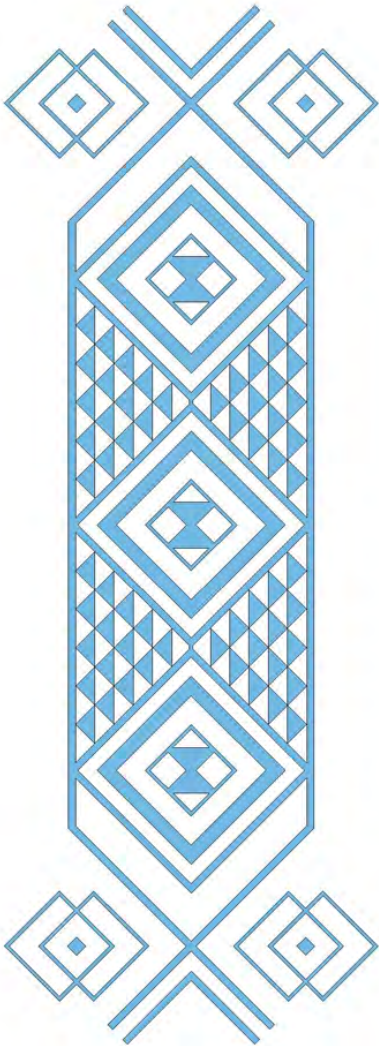
STORY OF THE PATTERNATION

PATTERNATION IS ETCHED AND/OR PAINTED AROUND THE SITE AT KEY TOUCH POINTS THAT TALK TO THE JOURNEY AND STORY OF RONGOMAIWHAKATEKA AND THE KŌKOPU.

SIGNAGE AND INTERACTIVE TECHNOLOGY TBC TO ACCOMPANY FOR DISCOVERY AND FURTHER INFORMATION AT KEY MOMENTS OF THE SITE

300mm
200mm
100
50
10mm
0

Paper units



RANGINUI

THIS PATTERN IS SHOWN ONCE AT THE ENTRANCE OF THE SITE AND IN OUR VERTICAL STRUCTURES, REPRESENTING THE CONNECTIONS AND STORY OF RANGINUI, OUR SKY FATHER.

THE PATTERN HAS LAYERS OF TANIKO THAT ARE THE POINTS IN WHICH ALL THINGS COME TOGETHER.

RANGINUI SENT RONGOMAIWHAKATEKA TO BRING PEACE AND CONNECTION TO PAPATŪĀNUKU.



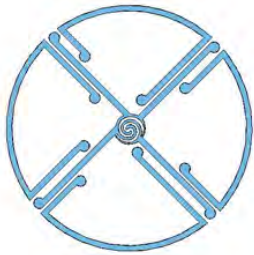
KŌKOPU

THE KŌKOPU IS THE CENTRAL FOCUS OF THE STORY.

THE IKA WITH THE IMPRINT OF RANGINUI, THE GALAXY, MATARIKI ON THEIR BACK. THE CONNECTION POINT WITH PAPATŪĀNUKU.

THIS PATTERN IS CIRCULAR CONNECTING THE IKA FROM HEAD TO TAIL AS IT MOVES AND IS ONE WITH TAIAO.

THE POSITION OF THIS PATTERN IN MOMENTS ON SITE REFER TO SPACES OF PLAY, INTEREST, INTERSECTIONS, HIDING, SWIMING, MOVING, ALL THINGS THAT REPRESENT THE KŌKOPU.



RONGOMAIWHAKATEKA

RONGOMAIWHAKATEKA OR ATUA OF COMETS, TOUCHED LIGHTLY DOWN ON THE BACK OF THE KŌKOPU IMPRINTING THE GALAXY ON THE BACK OF THE IKA.

THROUGH OUT THE SITE THESE TOUCH POINTS ALONG THE PATHWAYS, THE AWA ARE REPRESENTED BY THESE PATTERNS.

THE PATTERN REPRESENTS THE TOUCHING DOWN ON PAPATŪĀNUKU AND THE KŌKOPU AND THEN RETURNING BACK TO OUR SKY FATHER RANGINUI.

REVISION	AMENDMENT	APP	DATE
A	DRAFT ISSUE FOR DEVELOPED DESIGN	C.N.	18-05-2023
B	100% DEVELOPED DESIGN	C.N.	15-06-2023
C	DRAFT ISSUE FOR DETAILED DESIGN	C.N.	17-10-2023
D	100% DETAILED DESIGN	C.N.	18-10-2023



Auckland Office
+64 9 355 9500



PO Box 5848
Auckland 1010
New Zealand

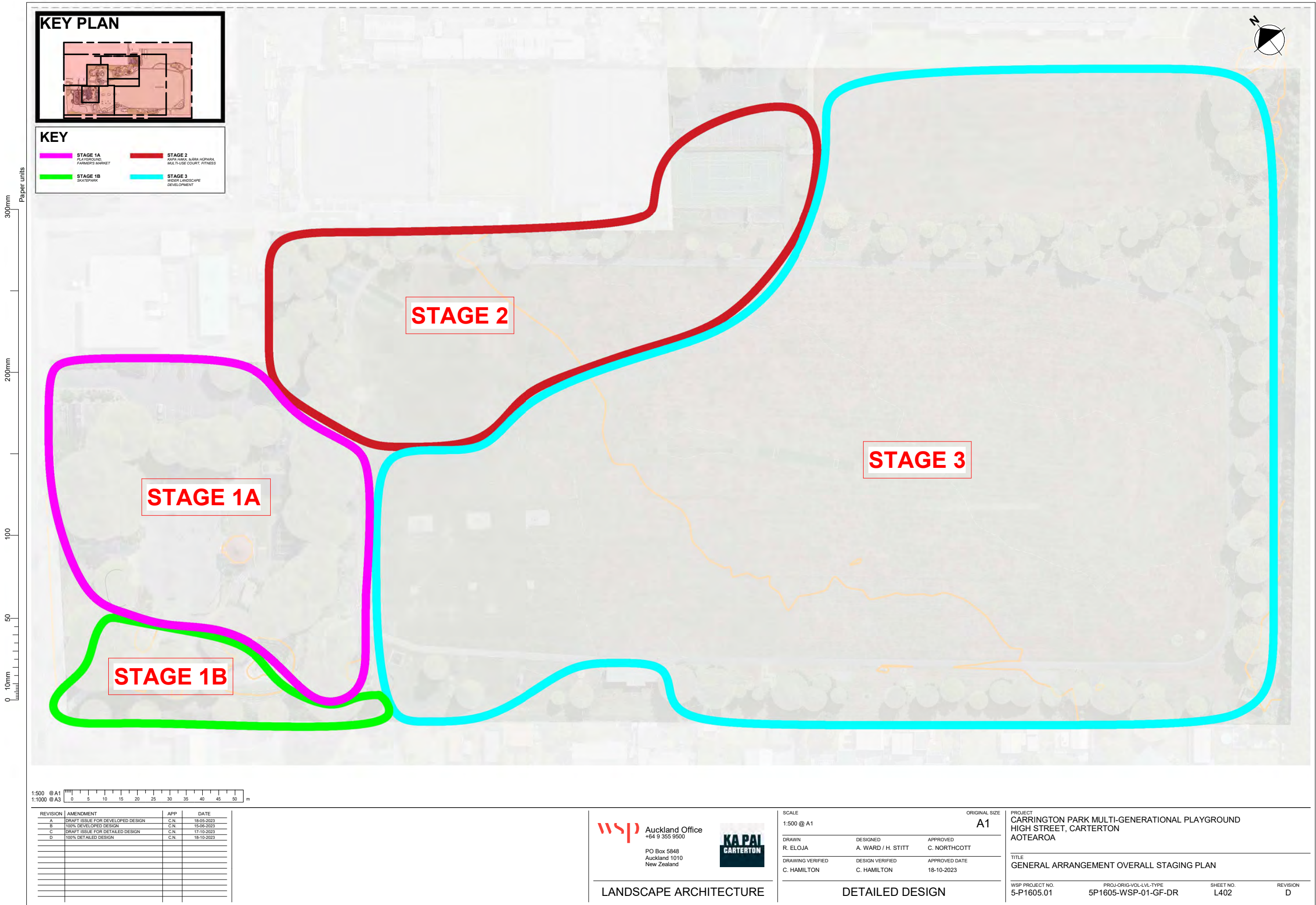
LANDSCAPE ARCHITECTURE

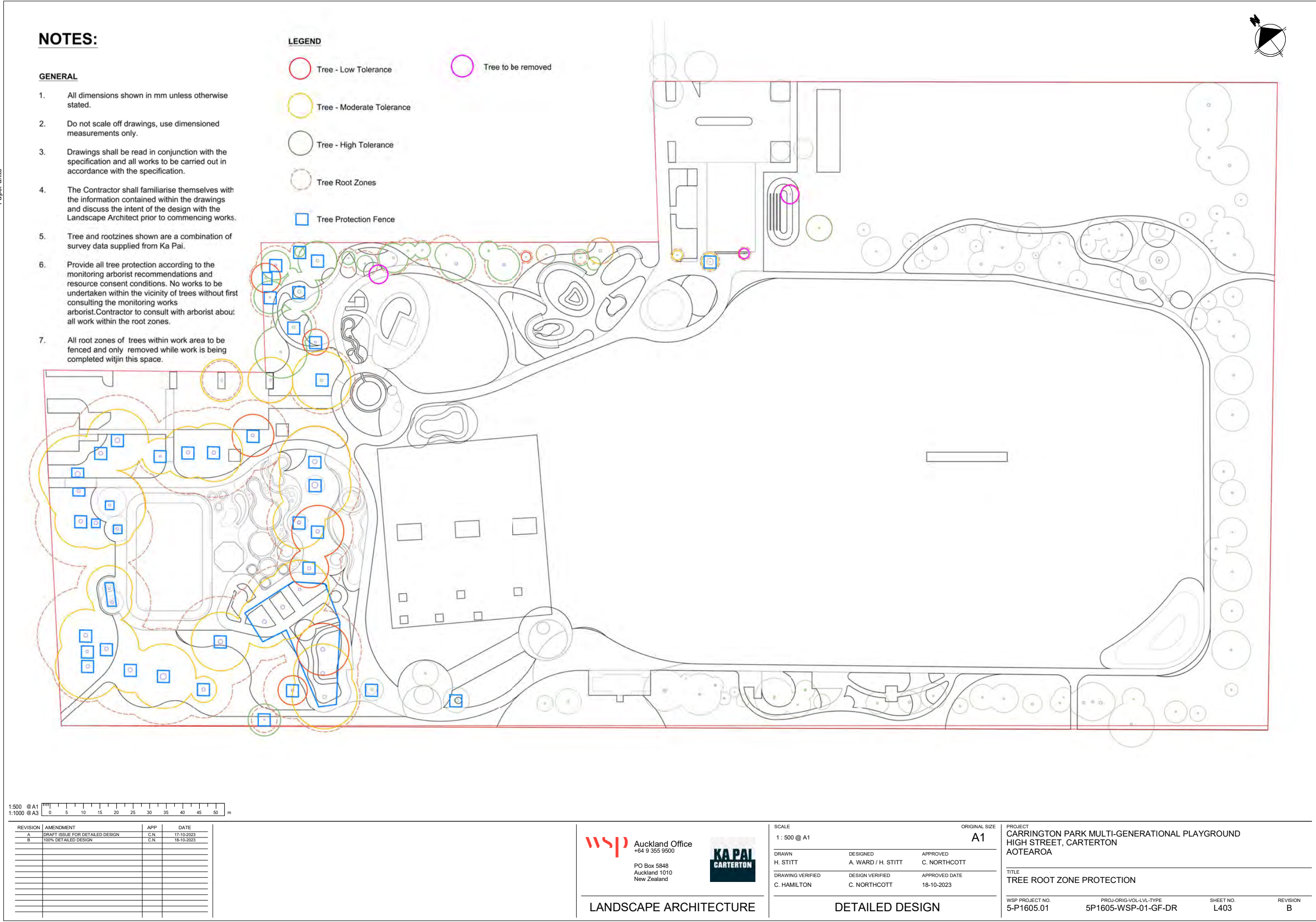
SCALE NOT TO SCALE		ORIGINAL SIZE A1
DRAWN R. ELOJA	DESIGNED A. WARD / H. STITT	APPROVED C. NORTHCOTT
DRAWING VERIFIED C. HAMILTON	DESIGN VERIFIED C. HAMILTON	APPROVED DATE 18-10-2023
DETAILED DESIGN		

PROJECT CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND HIGH STREET, CARTERTON AOTEAROA			
TITLE STORY OF THE PATTERNATION			
WSP PROJECT NO. 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO. L301	REVISION D

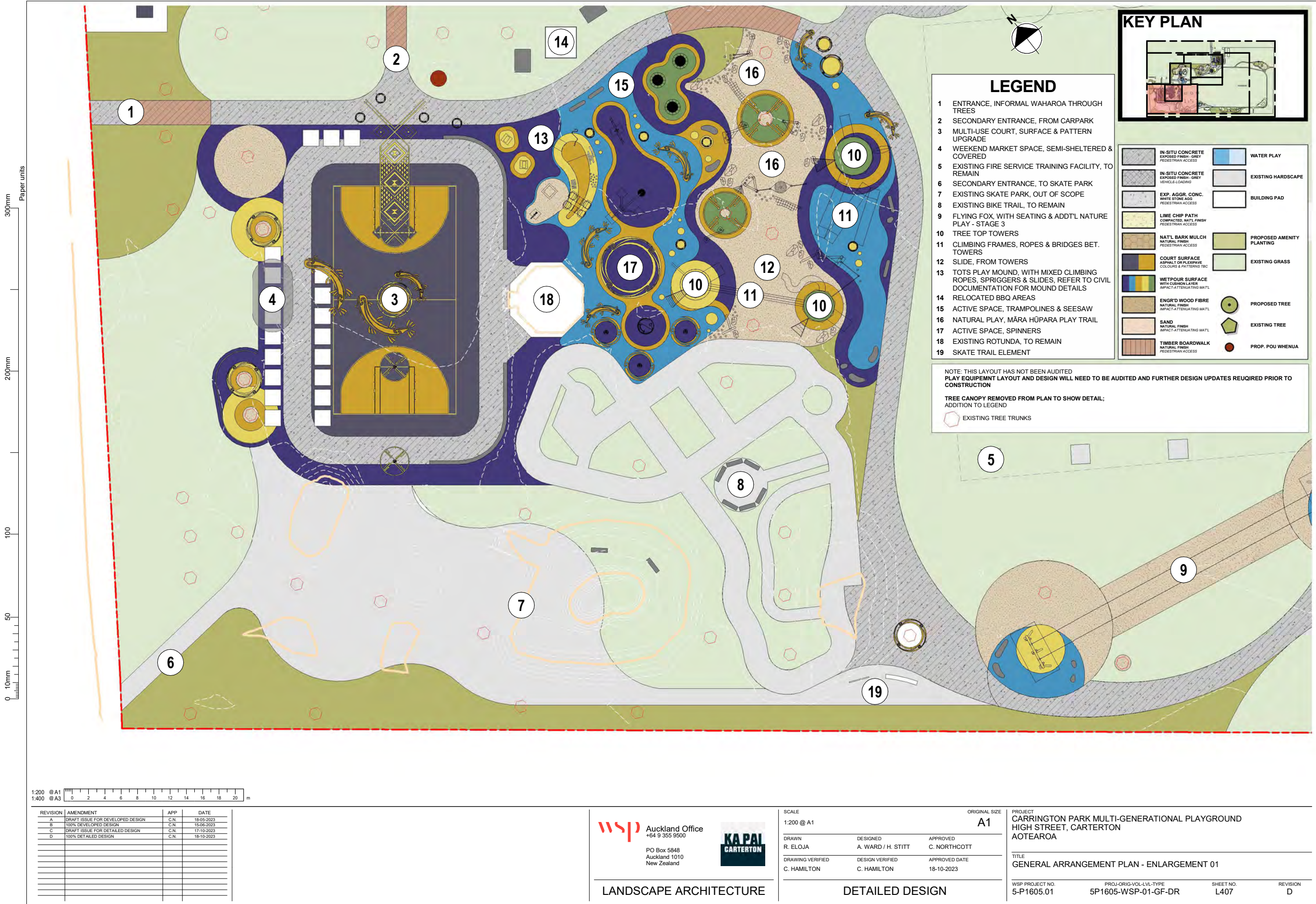


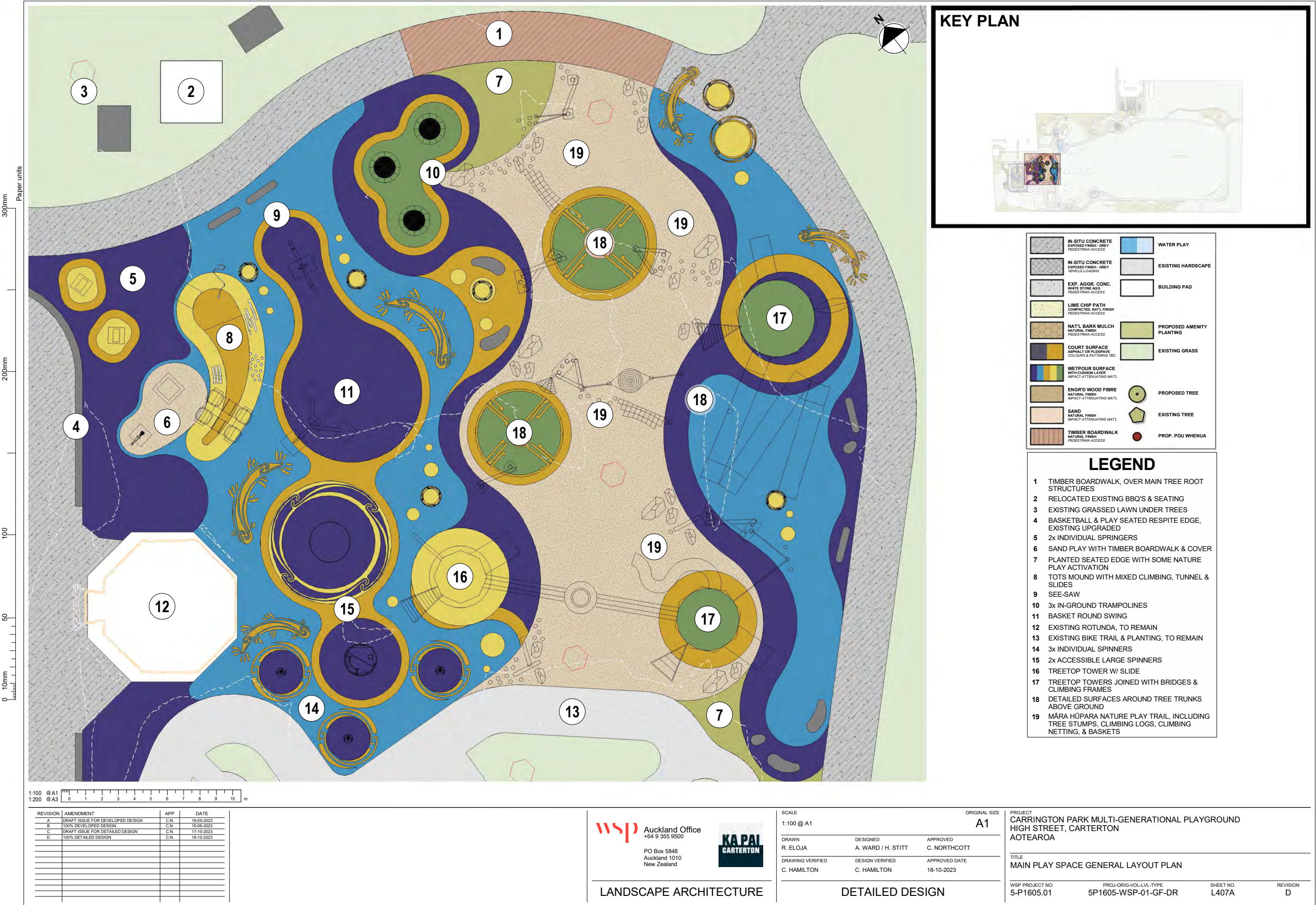


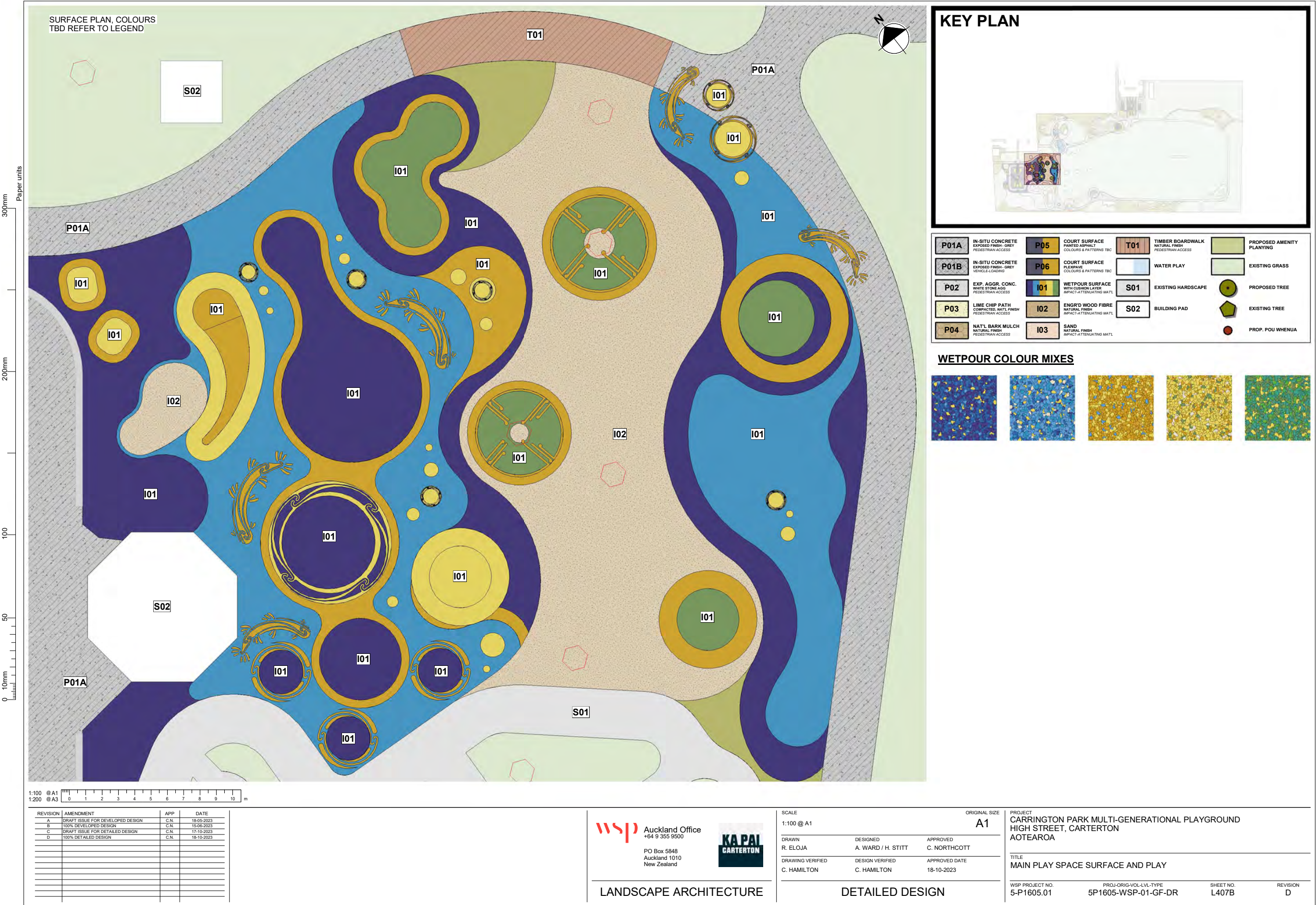


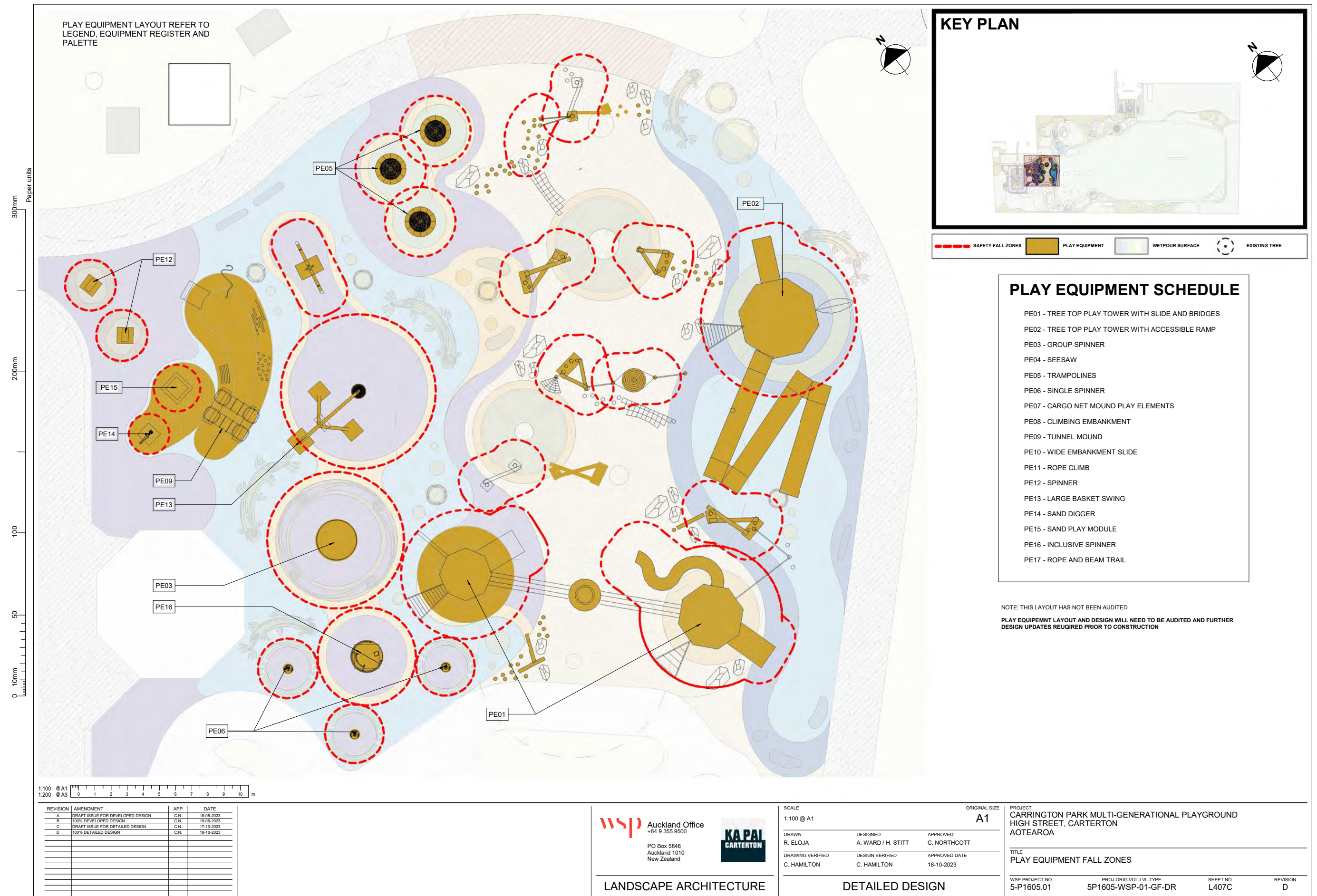


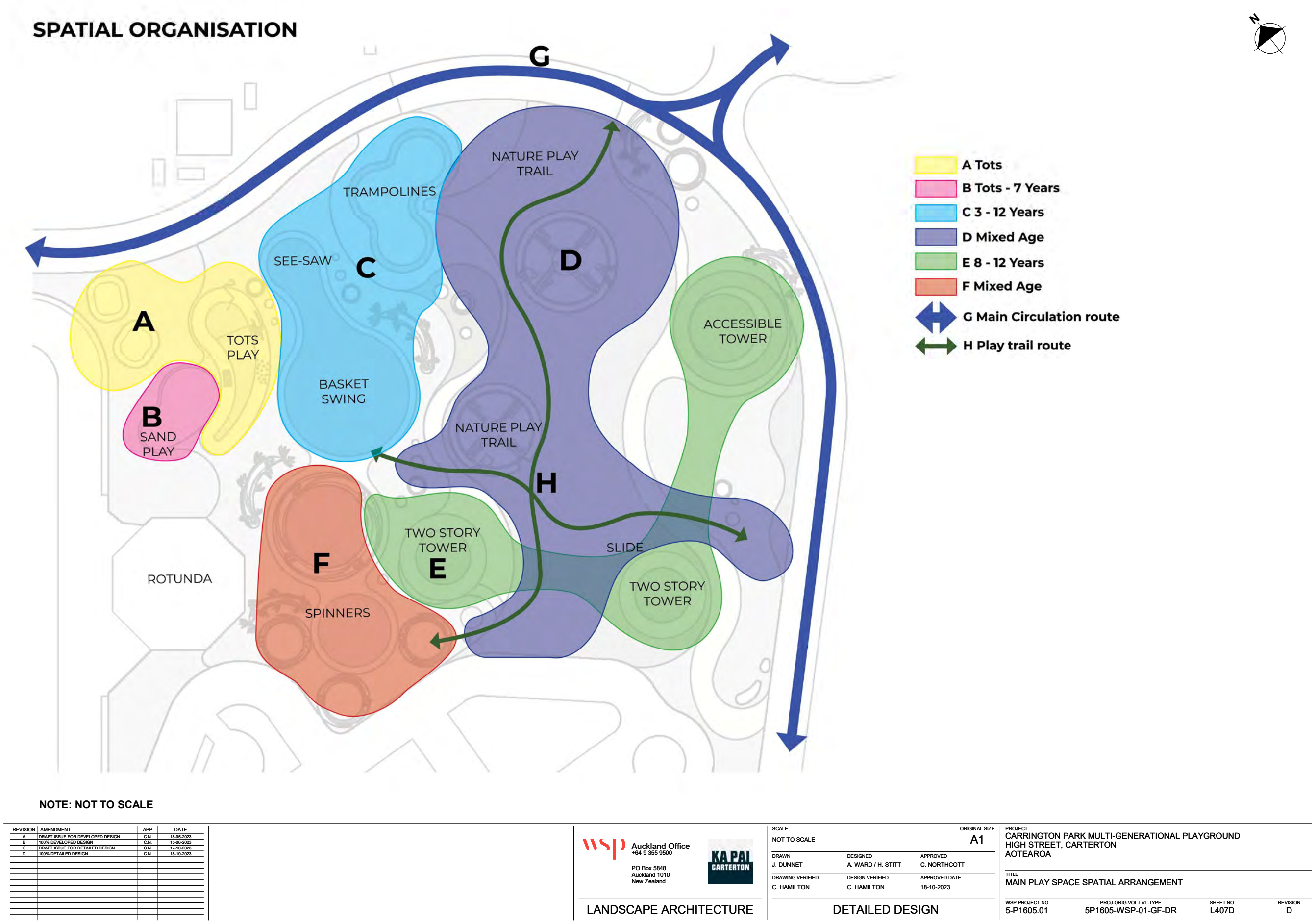


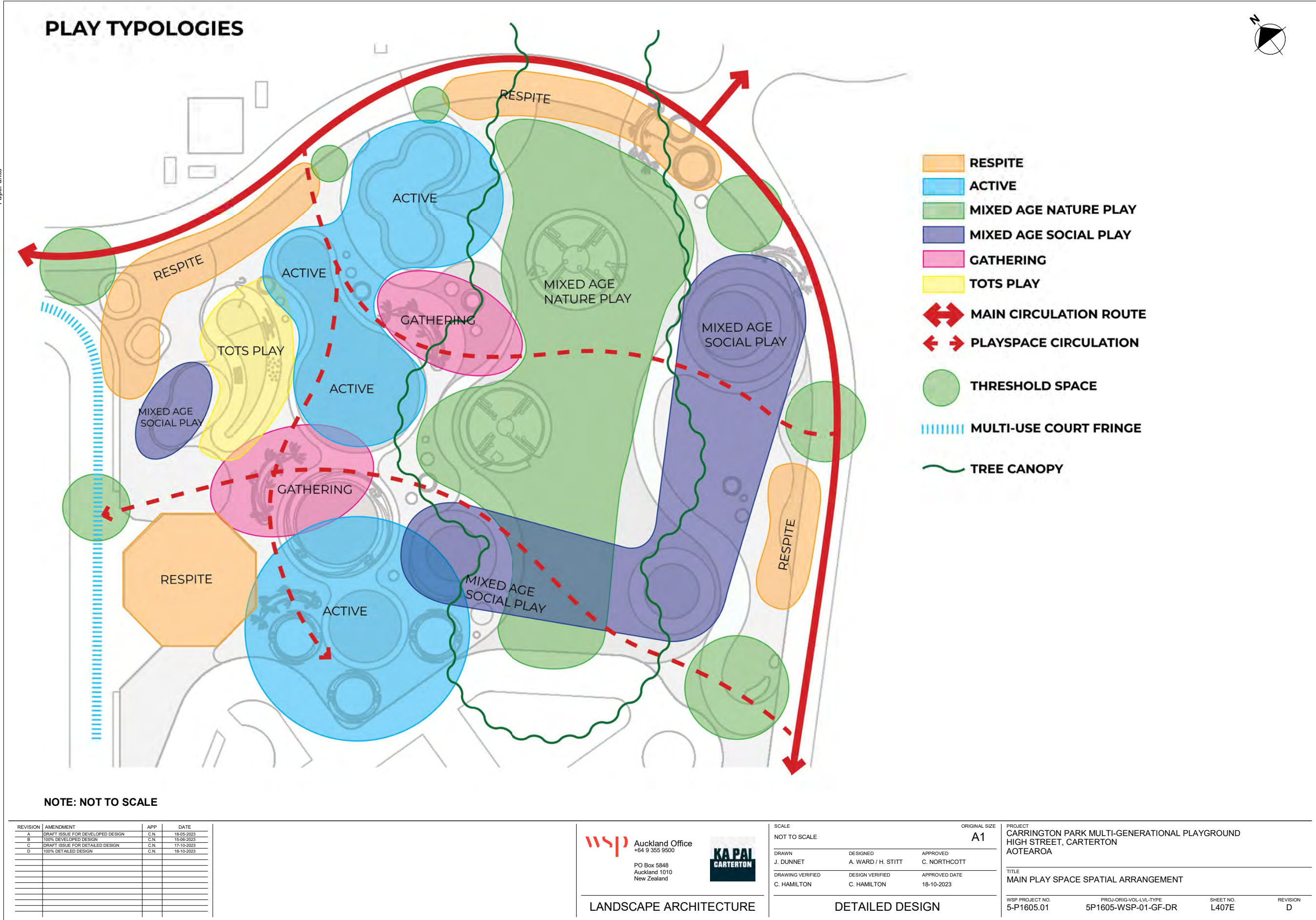


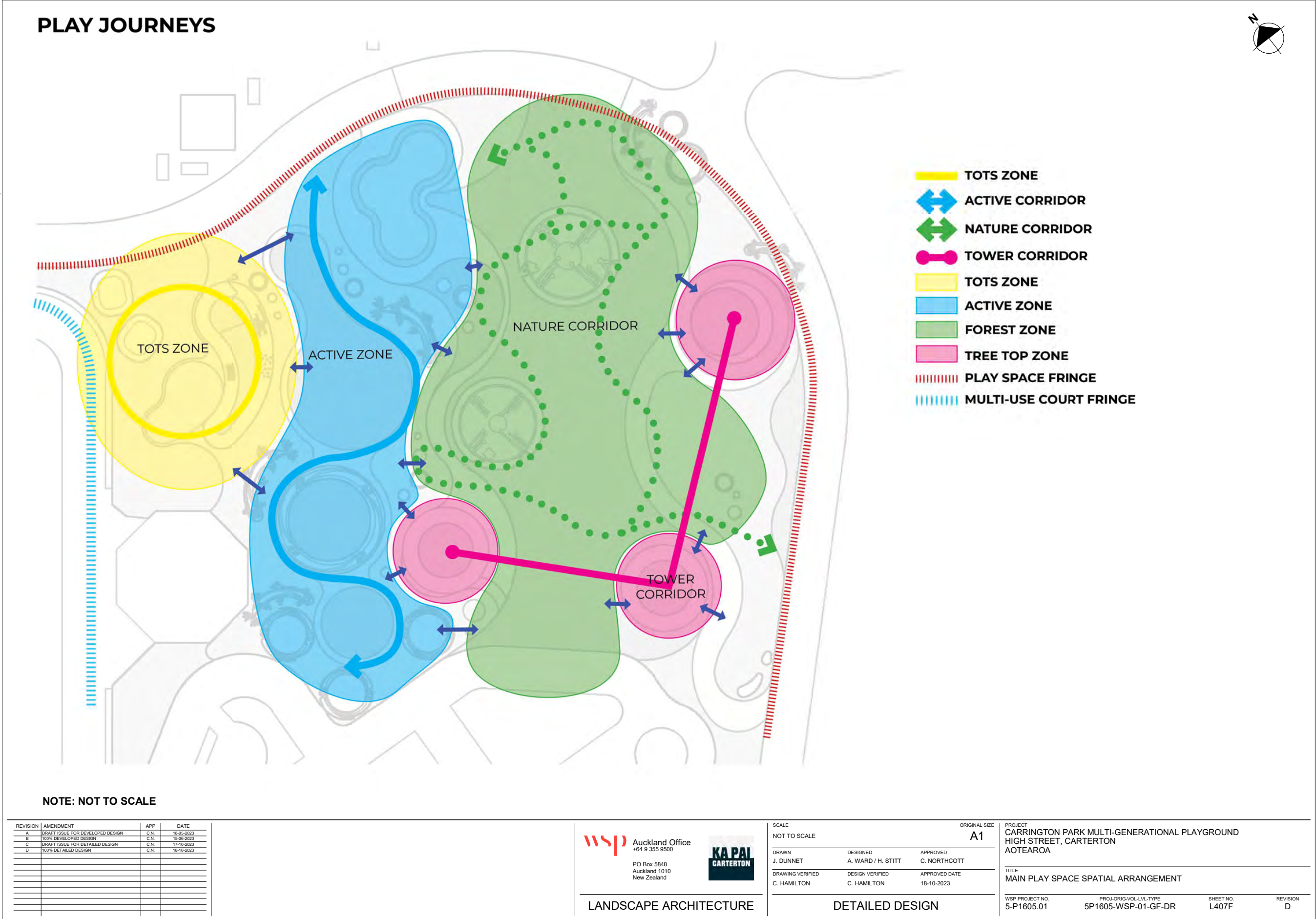


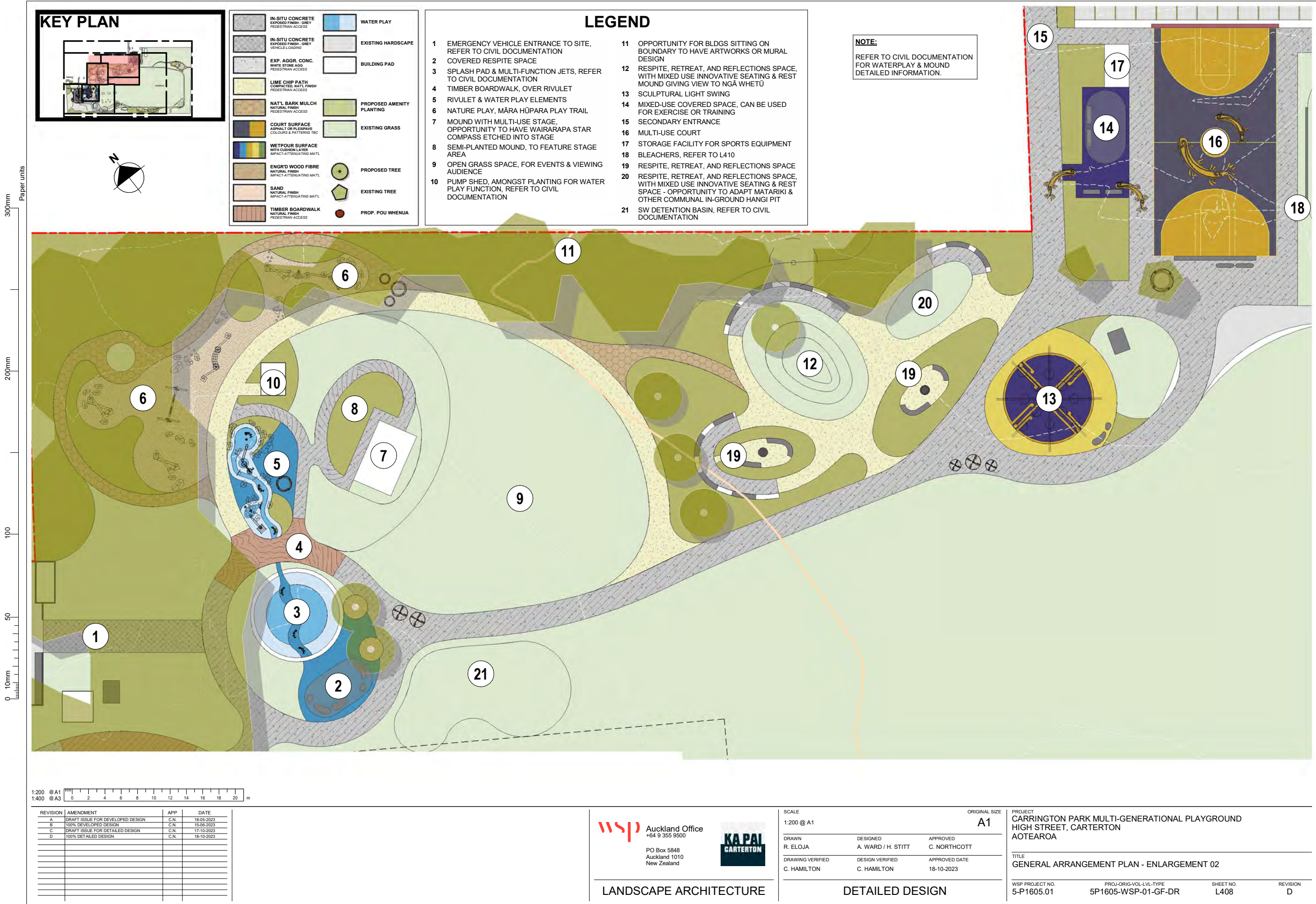




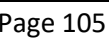


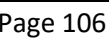


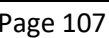


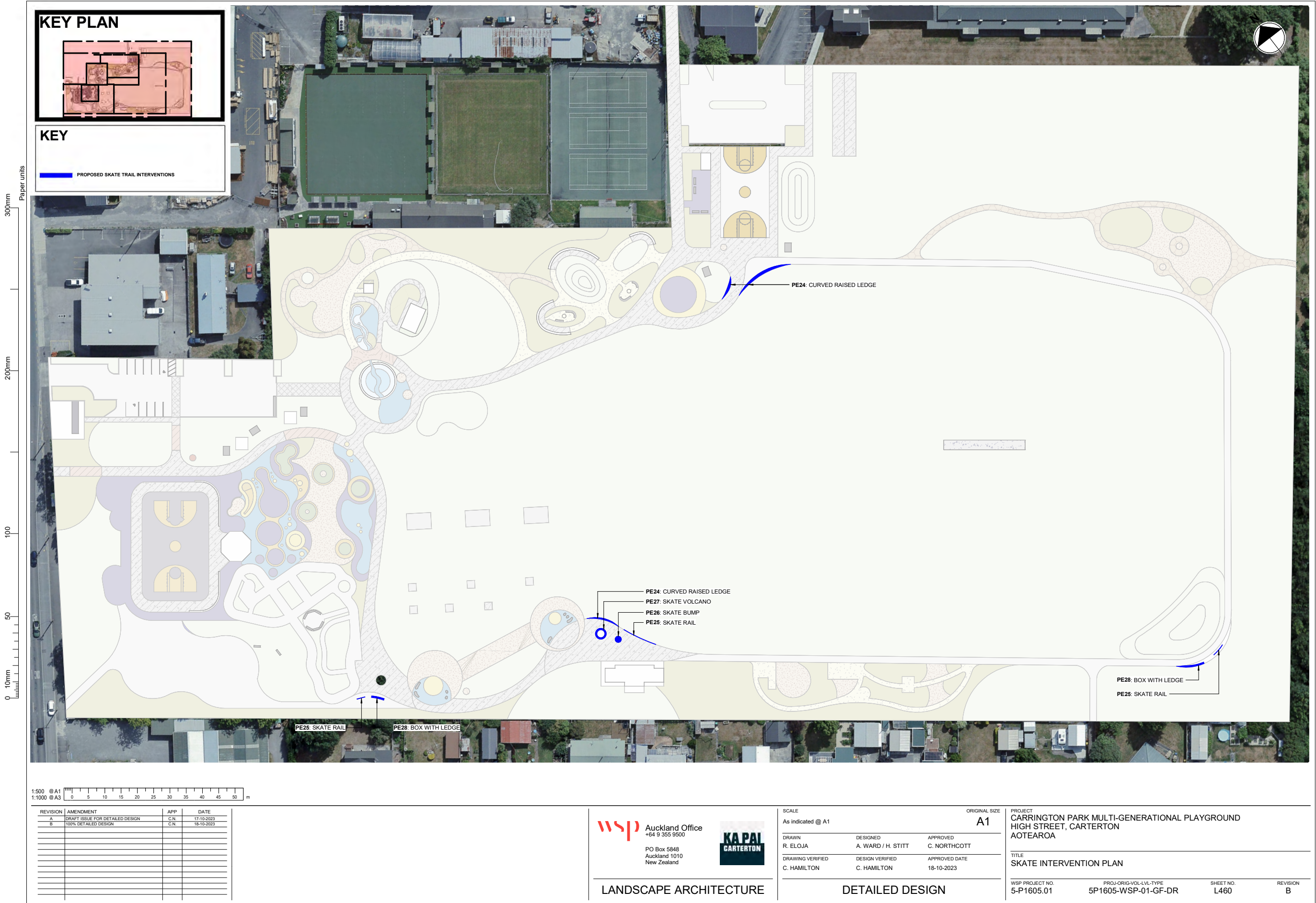












PLANTING SCHEDULE:

CODE	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	QUALITY
REVEGETATION PLANTING MIX - SHEET L511					
Cau	<i>Cordyline australis</i>	Cabbage Tree	2L	1000mm	155
Cle	<i>Carex lessoniana</i>	Rautahi	2L	1000mm	78
Ker	<i>Kunzea ericoides</i>	Kanuka	2L	1000mm	137
Lix	<i>Libertia ixioides</i>	Mikoikoi	2L	1000mm	232
Lsc	<i>Leptospermum scoparium</i>	Manuka	2L	1000mm	155
Pex	<i>Piper excelsum</i>	Kawakawa	2L	1000mm	155
Pku	<i>Pomaderris kumeraho</i>	Kumarahou	2L	1000mm	232
Pte	<i>Phormium tenax</i>	Harakeke	2L	1000mm	155
Smi	<i>Sophora microphylla</i>	Kowhai	2L	1000mm	155

RONGOĀ NATURE AND WATERPLAY AREA PLANTING MIX - SHEET L512					
Aci	<i>Arthropodium cirratum</i>	Renga Renga	2L	AS SHOWN	34
Cle	<i>Carex lessoniana</i>	Rautahi	2L	AS SHOWN	71
Cse	<i>Carex secta</i>	Sedge	2L	AS SHOWN	14
Hst	<i>Hebe stricta</i>	Koromikc	2L	AS SHOWN	8
Lix	<i>Libertia ixioides</i>	Mikoikoi	2L	AS SHOWN	56
Mex	<i>Muehlenbeckia axillaris</i>	Creeping Pohuehue	2L	AS SHOWN	5
Pco	<i>Phormium cookianum</i> 'Green Dwarf'	Green Dwarf Mountain Flax	2L	AS SHOWN	24

PLAYSPACE AREA PLANTING MIX - SHEET L513					
Aci	<i>Arthropodium cirratum</i>	Renga Renga	2L	AS SHOWN	5
Cle	<i>Carex lessoniana</i>	Rautahi	2L	AS SHOWN	18
Lix	<i>Libertia ixioides</i>	Mikoikoi	2L	AS SHOWN	24
Mex	<i>Muehlenbeckia axillaris</i>	Creeping Pohuehue	2L	AS SHOWN	6
Pex	<i>Piper excelsum</i>	kawakawa	2L	AS SHOWN	5

RESPITE AREA PLANTING MIX - SHEET L514					
Aci	<i>Arthropodium cirratum</i>	Renga Renga	2L	AS SHOWN	78
Cle	<i>Carex lessoniana</i>	Rautahi	2L	AS SHOWN	108
Cpr	<i>Coprosma propinqua</i>	Mingimingi	2L	AS SHOWN	19
Din	<i>Dianella intermedia</i>	Turutu	2L	AS SHOWN	71
Hst	<i>Hebe stricta</i>	Koromikc	2L	AS SHOWN	32
Lix	<i>Libertia ixioides</i>	Mikoikoi	2L	AS SHOWN	126
Pex	<i>Piper excelsum</i>	kawakawa	2L	AS SHOWN	15

DETENTION POND AREA PLANTING MIX - SHEET L515A					
Cse	<i>Carex secta</i>	Sedge	2L	AS SHOWN	59
Pco	<i>Phormium cookianum</i> 'Green Dwarf'	Green Dwarf Mountain Flax	2L	AS SHOWN	20
Sla	<i>Schoenoplectus lacustris</i>	Lakeshore Bulrush	2L	AS SHOWN	11

BALL COURT AREA PLANTING MIX - SHEET L515B					
Aci	<i>Arthropodium cirratum</i>	Renga Renga	2L	AS SHOWN	22
Cle	<i>Carex lessoniana</i>	Rautahi	2L	AS SHOWN	22
Din	<i>Dianella intermedia</i>	Turutu	2L	AS SHOWN	32
Hst	<i>Hebe stricta</i>	Koromikc	2L	AS SHOWN	3
Lix	<i>Libertia ixioides</i>	Mikoikoi	2L	AS SHOWN	38

ENTRANCE PLANTING MIX - SHEET L516					
Aci	<i>Arthropodium cirratum</i>	Renga Renga	2L	AS SHOWN	60
Cle	<i>Carex lessoniana</i>	Rautahi	2L	AS SHOWN	56
Lix	<i>Libertia ixioides</i>	Mikoikoi	2L	AS SHOWN	86
Mex	<i>Muehlenbeckia axillaris</i>	Creeping Pohuehue	2L	AS SHOWN	21
Pex	<i>Piper excelsum</i>	Kawakawa	2L	AS SHOWN	33
TOTAL SHRUBS					2636

PROPOSED TREES					
ME EX	<i>Metrosideros excelsa</i> 'Maori Princess'	Pōhutukawa	65L	AS SHOWN	3
VI LU	<i>Vitex lucens</i>	Pūriri	65L	AS SHOWN	3
TOTAL TREES					6

PLANTING KEY:

PLANTING MIXES

- RESPITE PLANTING MIX
• REFER TO ENLARGED PLANTING PLANS
- AMENITY PLANTING MIX
• REFER TO PLANTING PLANS
- RONGA PLANTING MIX
• REFER TO WATER PLAY + NATURE PLAY ZOOM IN
- WETLAND / WATER PLAY PLANTING MIX
• REFER TO WATER PLAY + NATURE PLAY ZOOM IN
- REVEGETATION PLANTING MIX
• REFER TO PLANTING PLAN

TREES

- PROPOSED TREE
• REFER TO PLANTING PLANS
- EXISTING TREE TO BE RETAINED
• REFER TO OVERALL TREE PLANS
- EXISTING TREE TO BE REMOVED
• REFER TO OVERALL TREE PLANS

PLANTING NOTES:

PLANTING NOTES:

GENERAL

- The Planting Layout Plans show the required arrangement of surface finishes and elements within the extent of works. Note that hatches shown on these drawings are indicative only and do not represent a cutting or paving pattern.
- Drawings shall be read in conjunction with the specification and all works carried out in accordance with the specification.
- All dimensions shown in mm unless otherwise stated.
- Do not scale off the drawings, use dimensioned measurements only.
- The contractor shall verify all dimensions on site prior to commencement of work.
- A detailed site survey was not undertaken and is not available.
- Existing site topography and other features shown are from Kai Pai Carterton supplied survey data. WSP accepts no liability for any error, omission, or inaccuracy of the information or from any use of or reliance on the information provided by Kai Pai Carterton.
- The contractor shall be responsible for final on-site setout to engineer approval.
- Contractor is responsible for inspecting and documenting all items to be retained, including privately owned assets proximate to the works, prior to commencing works.

PLANTING

- All planting areas to have a minimum 300mm depth good quality topsoil as per specification to finished levels.
- All planting areas to have minimum 75mm depth mulch, refer selections for types.
- Where possible, all native species to be eco-sourced from the local ecological area within the Wairarapa District.
- All 2L grade plants to be spaced at as stated in planting schedule.
- Confirm setout with landscape architect prior to undertaking any planting work.

REVISION	AMENDMENT	APP	DATE
A	DRAFT ISSUE FOR DEVELOPED DESIGN	C.N.	18-05-2023
B	100% DEVELOPED DESIGN	C.N.	15-06-2023
C	DRAFT ISSUE FOR DETAILED DESIGN	C.N.	17-10-2023
D	100% DETAILED DESIGN	C.N.	18-10-2023

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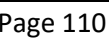
CARTERTON

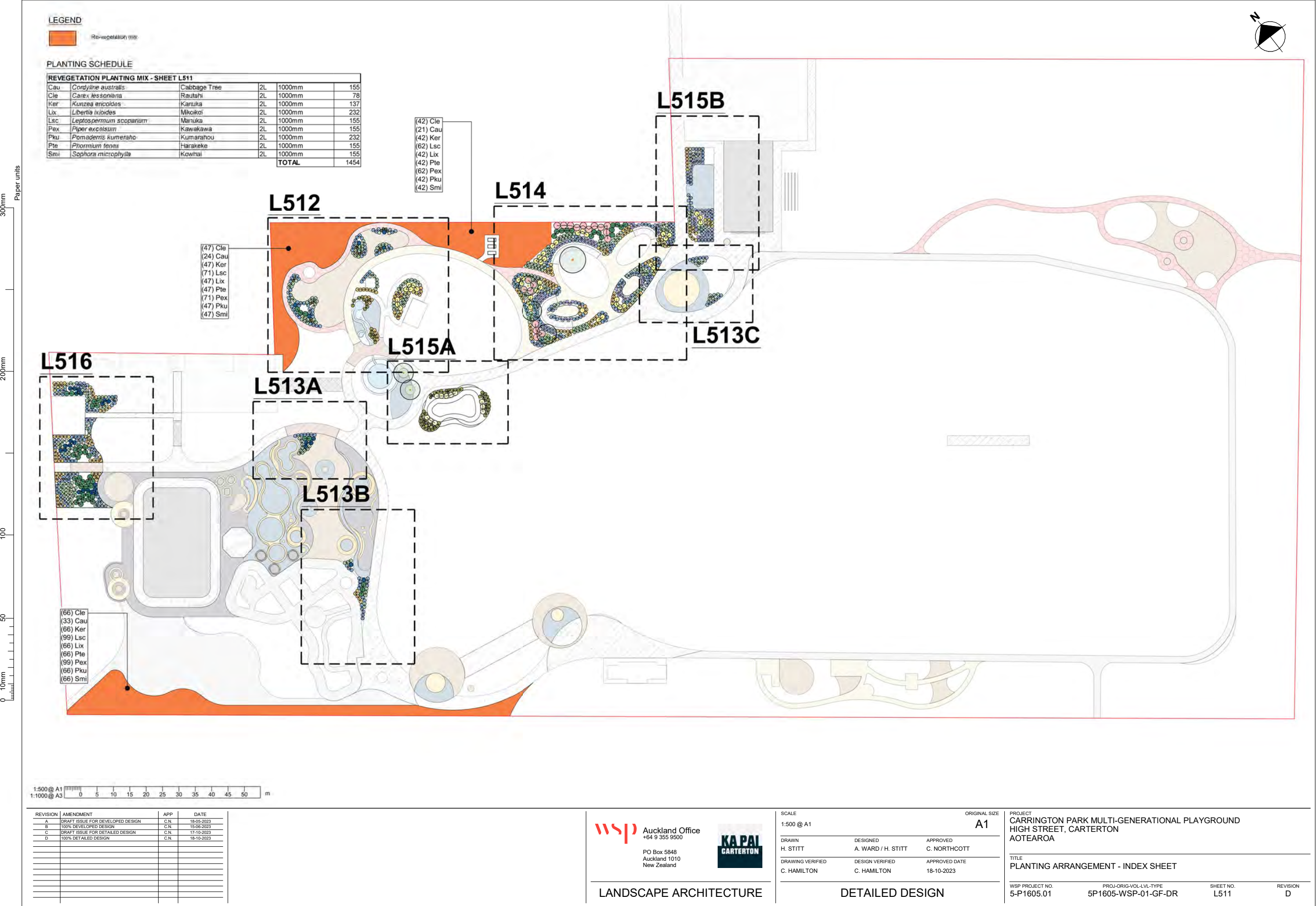
LANDSCAPE ARCHITECTURE

SCALE			ORIGINAL SIZE
			A1
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H. STITT	A. WARD / H. STITT	C. NORTHCOTT	
DRAWING VERIFIED	DESIGN VERIFIED	APPROVED DATE	
C. HAMILTON	C. HAMILTON	18-10-2023	

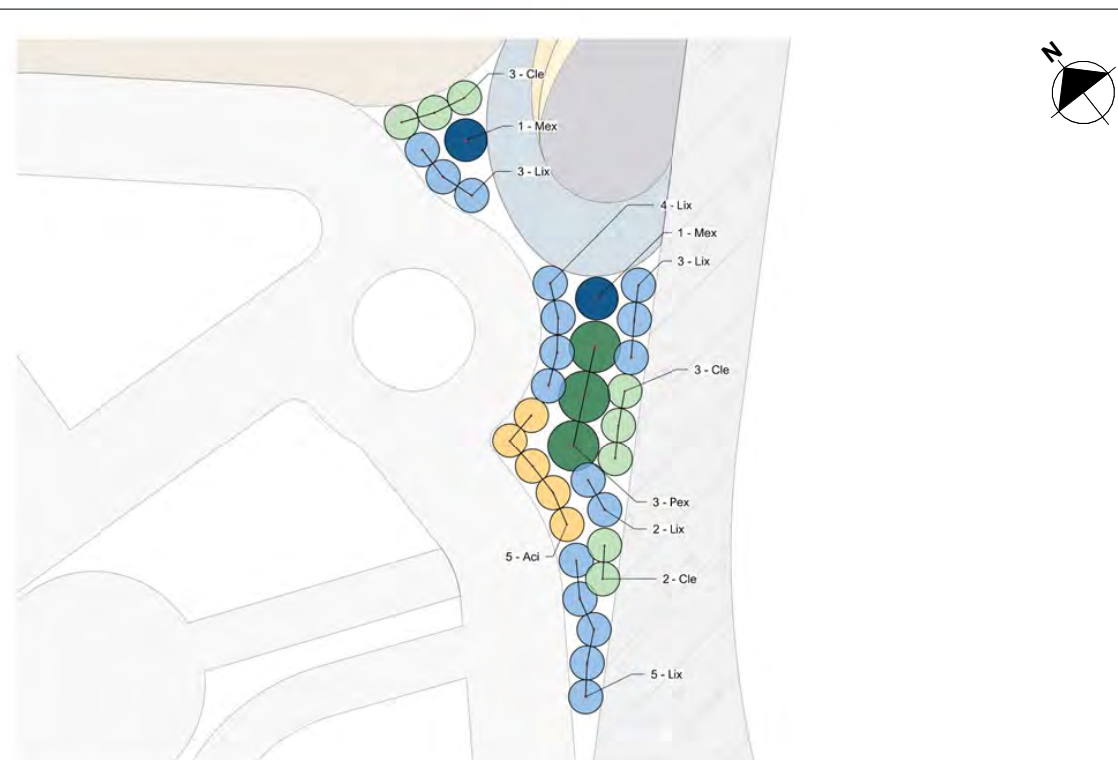
DETAILED DESIGN

PROJECT CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND HIGH STREET, CARTERTON AOTEAROA			
TITLE PLANTING NOTES AND SCHEDULE			
WSP PROJECT NO 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO L500	REVISION D

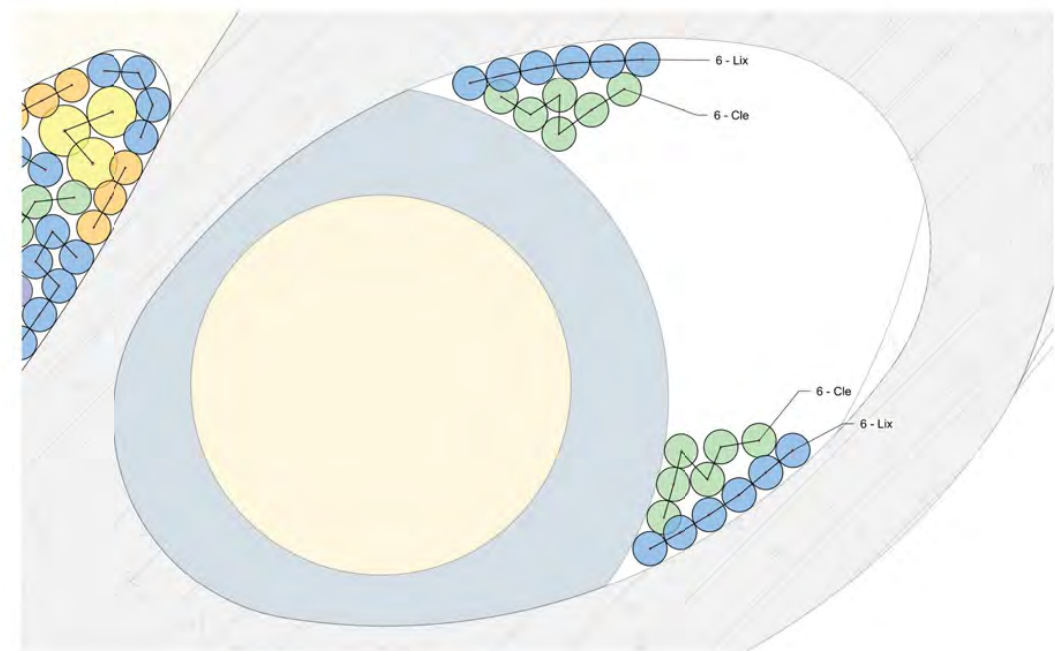






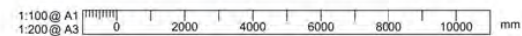


B - PLAYGROUND PLANTING PLAN



C - PLAYGROUND LIGHT SWING PLANTING PLAN

A - PLAYGROUND PLANTING PLAN A

[illegible]

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LANDSCAPE ARCHITECTURE

SCALE OF 100 OF 100
1:100 @ A1

DRAWN H. STITT	DESIGNED A. WARD / H. STITT	APPROVED C. NORTHCOTT
DRAWING VERIFIED C. HAMILTON	DESIGN VERIFIED C. HAMILTON	APPROVED DATE 18-10-2023

DETAILED DESIGN

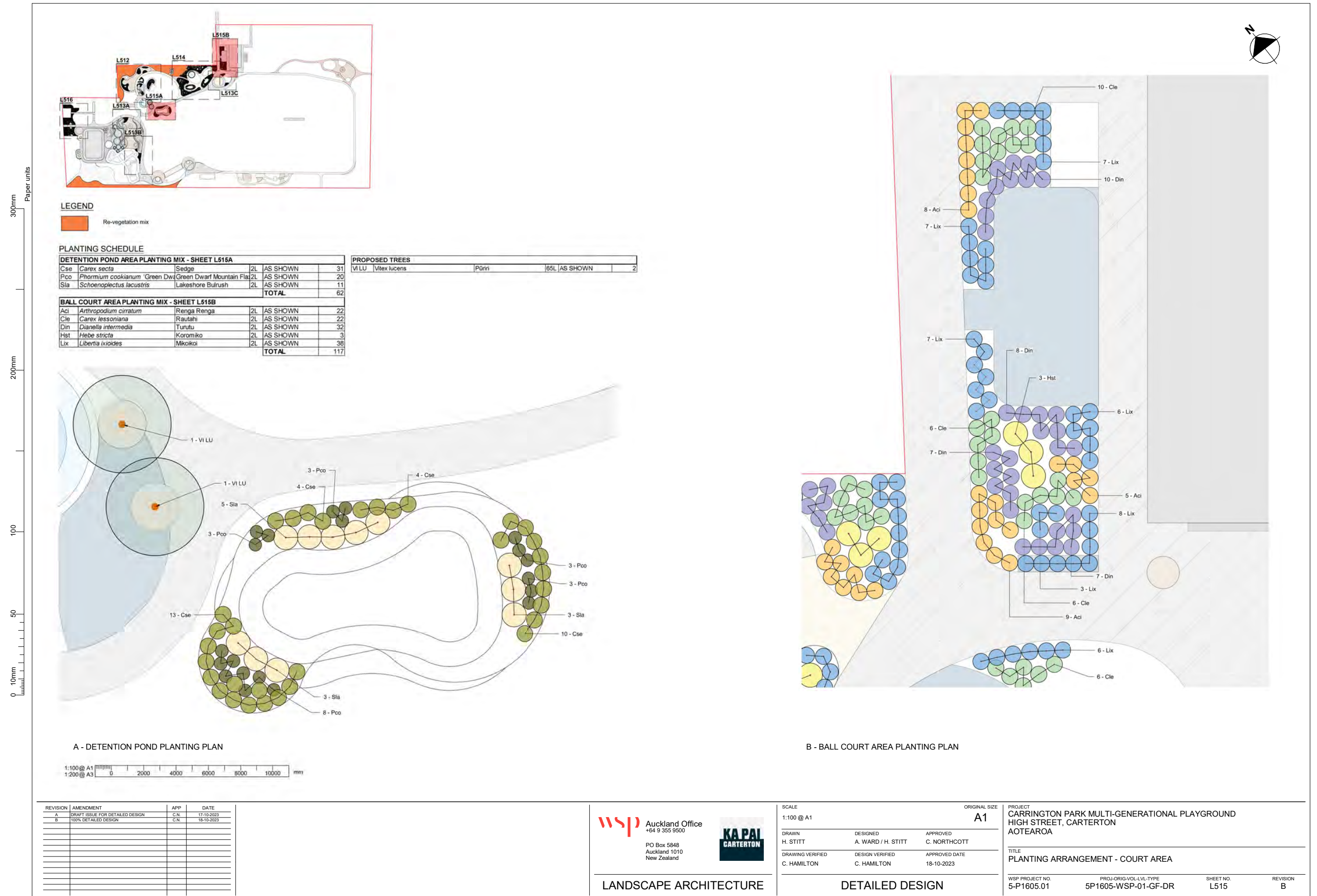
ORIGINAL STUDY
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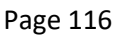
PROJECT
CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND
HIGH STREET, CARTERTON
AOTEAROA

TITLE
PLANTING ARRANGEMENT - MAIN PLAY AREA

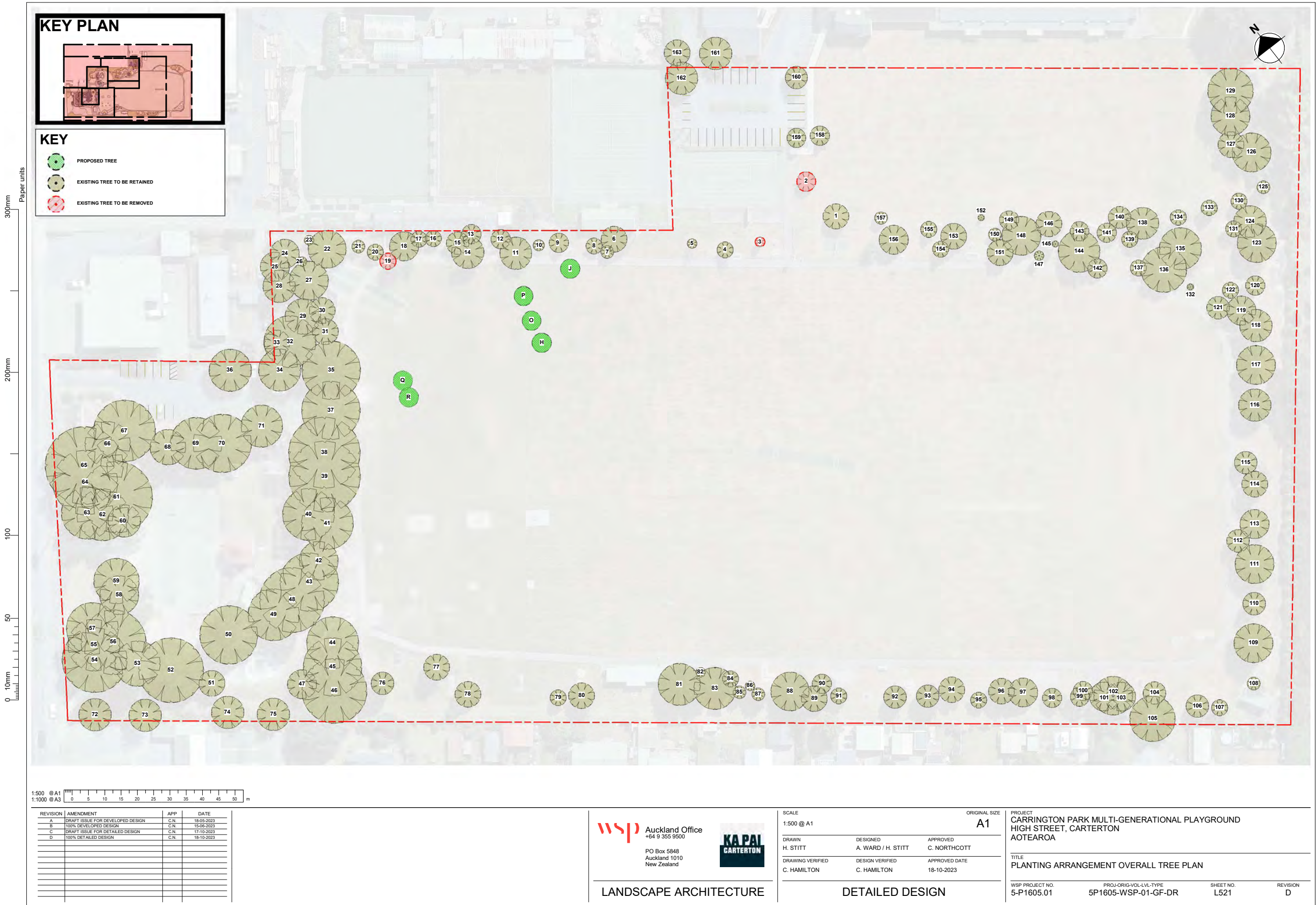
WSP PROJECT NO.	PROJ-ORIG-VOL-LVL-TYPE	SHEET NO.	REVISION
5-P1605.01	5P1605-WSP-01-GF-DR	L513	D







Page 117



300mm

200mm










100

50

10mm

Paper units

RE-VEGETATION PLANTING MIX



Cabbage Tree
Cordyline australis

Rautahi
Carex lessoniana

Kanuka
Kunzea ericoides

Mikoiko
Libertia ixiodes

Manuka
Leptospermum scoparium








Kawakawa
Piper excelsum

Kumarahou
Pomaderris kumeraho

Harakeke
Phormium tenax

Kowhai
Sophora microphylla

RONGOĀ , NATUREPLAY AND WETLAND PLANTING MIX



Renga Renga
Arthropodium cirratum

Rautahi
Carex lessoniana

Carex Secta








Koromiko
Hebe Stricta

Mikoiko
Libertia ixiodes

Creeping Pohuehue
Muehlenbeckia axillaris

Green Dwarf
Phormium cookianum 'Green Dwarf'

RESPITE PLANTING MIX



Renga Renga
Arthropodium cirratum

Rautahi
Carex lessoniana

Mingimangi
Coprosma propinqua




Turutu
Dianella intermedia

Koromiko
Hebe Stricta

Mikoiko
Libertia ixiodes

Kawakawa
Piper excelsum

DETENTION POND PLANTING MIX



Carex secta

Green Dwarf
Phormium cookianum 'Green Dwarf'

Lakeshore Bulrush
Schoenoplectus lacustris

REVISION	AMENDMENT	APP	DATE
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D	100% DETAILED DESIGN	C.N.	18-10-2023

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LANDSCAPE ARCHITECTURE

SCALE
NOT TO SCALE

ORIGINAL SIZE
A1

DRAWN	DESIGNED	APPROVED
H. STITT	A. WARD / H. STITT	C. NORTHCOTT
DRAWING VERIFIED	DESIGN VERIFIED	APPROVED DATE
C. HAMILTON	C. HAMILTON	18-10-2023

DETAILED DESIGN

PROJECT
CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND
HIGH STREET, CARTERTON
AOTEAROA

TITLE
PLANTING PALETTE SHEET 01 OF 02

WSP PROJECT NO	PROJ-ORIG-VOL-LVL-TYPE	SHEET NO	REVISION
5-P1605.01	5P1605-WSP-01-GF-DR	L541	D

Item 8.4 - Attachment 1

Page 119

300mm

200mm

100


50

0


10mm

Paper units


BALL COURT PLANTING MIX




Renga Renga
Arthropodium cirratum




Rautahi
Carex lesssoniana



Turutu
Dianella intermedia




Koromiko
Hebe Stricta




Mikoikoi
Libertia ixiodes


ENTRANCE PLANTING MIX




Renga Renga
Arthropodium cirratum




Rautahi
Carex lesssoniana



Mikoikoi
Libertia ixiodes




Creeping Pohuehue
Muehlenbeckia axillaris




Kawakawa
Piper excelsum


FEATURE TREES




Totara
Podocarpus totara




Pohutukawa
Metrosideros excelsa




Pūriri
Vitex lucens



Kowhai
Sophora microphylla




Kanuka
Kunzea ericoides




Manuka
Leptospermum scoparium

SEASONAL BULBS (LOCATION TO BE CONFIRMED)




Daffodils


RECOMMENDED SPECIES FOR EDIBLE GARDENS




Apples




Blueberries




Berries




Citrus




Feijoas




Passionfruit




Rhubarb




Rosemary




Thyme




Oregano




Chives



Parsley




Coriander




Basil

REVISION	AMENDMENT	APP	DATE
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LANDSCAPE ARCHITECTURE

SCALE
NOT TO SCALE

ORIGINAL SIZE
A1

DRAWN H. STITT	DESIGNED A. WARD / H. STITT	APPROVED C. NORTHCOTT
DRAWING VERIFIED C. HAMILTON	DESIGN VERIFIED C. HAMILTON	APPROVED DATE 18-10-2023

DETAILED DESIGN

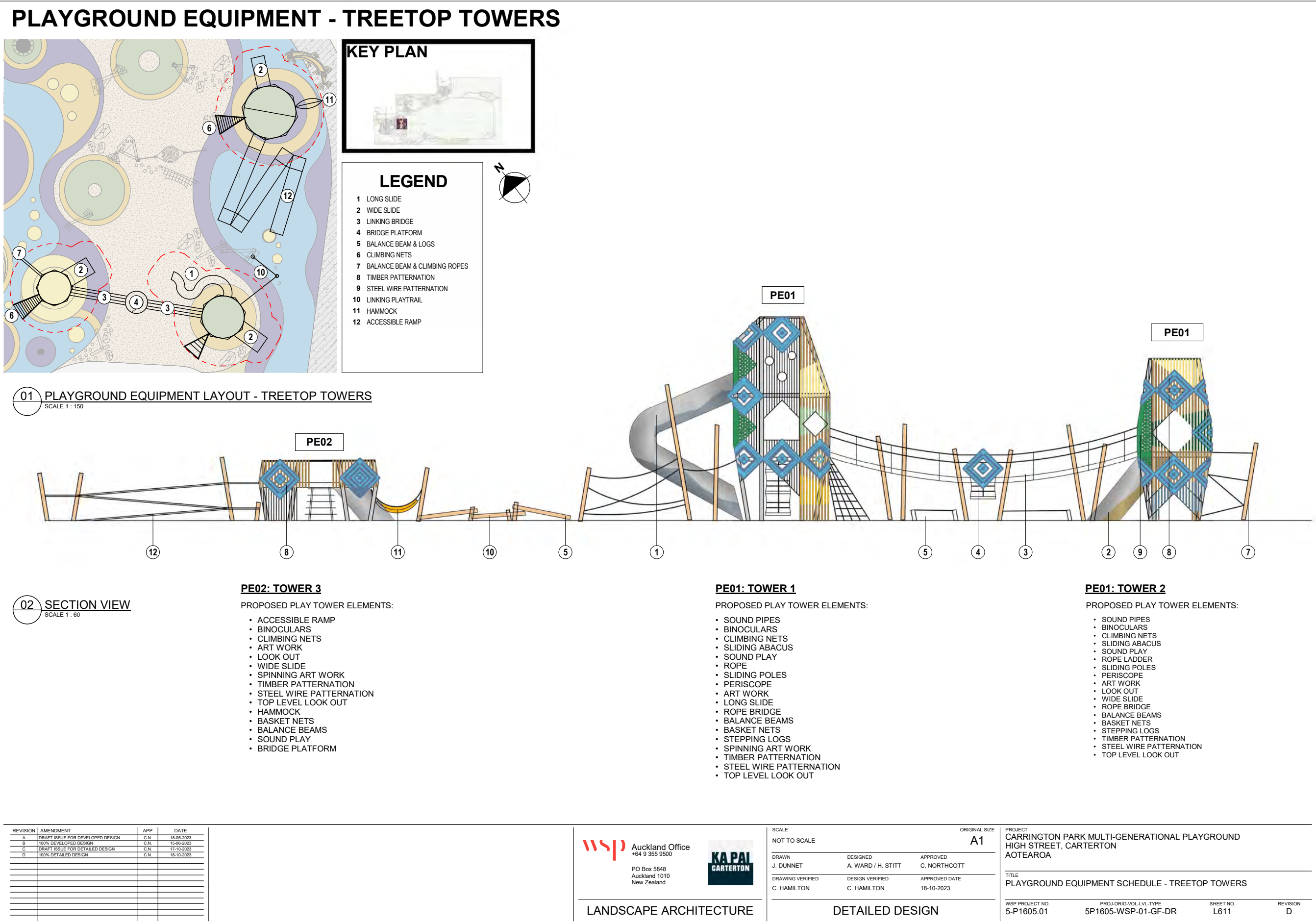
PROJECT
CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND
HIGH STREET, CARTERTON
AOTEAROA

TITLE
PLANTING PALETTE SHEET 02 OF 02

WSP PROJECT NO 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO L542	REVISION D
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Item 8.4 - Attachment 1

Page 120



MAIN PLAY SPACE

PE03 GROUP SPINNER - EXEMPLAR



CLIENT SUPPLIED
QUANTITY: 1

Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE04 SEESAW - EXEMPLAR



CLIENT SUPPLIED
QUANTITY: 1

3.2m Timber Seesaw 2 Seater. Constructed from NZ pine. Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE05 TRAMPOLINES - EXEMPLAR



CLIENT SUPPLIED
QUANTITY: 3

Proprietary circular in-ground trampoline. Proprietary trampoline unit only to be supply and install by nominated supplier. Contractor to allow liaison and on-site coordination with the nominated supplier. Contractor to allow excavation supply and install of all insitu concrete surround, under-tramp drainage and removal to waste all arising.

PE06 SINGLE SPINNER EXEMPLAR



CLIENT SUPPLIED
QUANTITY: 3

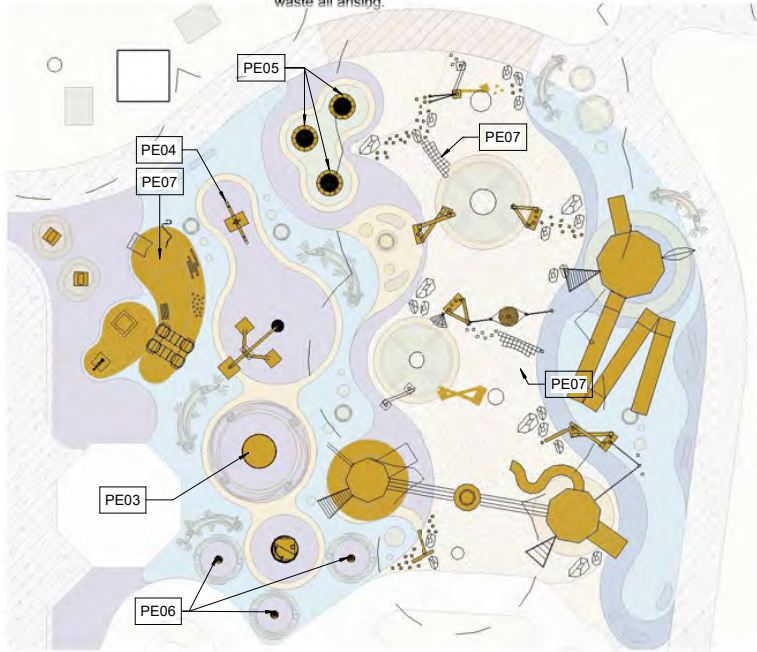
Proprietary Galaxy themed Spinner. Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE07 CARGO NET MOUND PLAY ELEMENTS - EXEMPLAR



CLIENT SUPPLIED
QUANTITY: 1
BESPOKE

Bespoke net system fixed to Play Mounds. Setout, supply and install of proprietary components by nominated supplier. Contractor to allow removal to waste all excavations associated with foundations, supply and install of all concrete walls and wetpour surfacing. Contractor to allow liaison and on-site coordination with proprietary play supplier.



KEYPLAN
SCALE 1 : 250



REVISION	AMENDMENT	APP	DATE
A	DRAFT ISSUE FOR DEVELOPED DESIGN	C.N.	18-05-2023
B	100% DEVELOPED DESIGN	C.N.	15-06-2023
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D	100% DETAILED DESIGN	C.N.	18-10-2023

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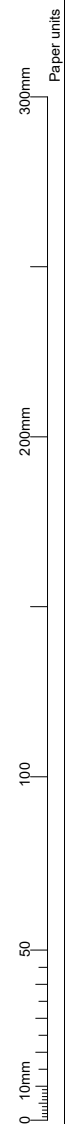


LANDSCAPE ARCHITECTURE

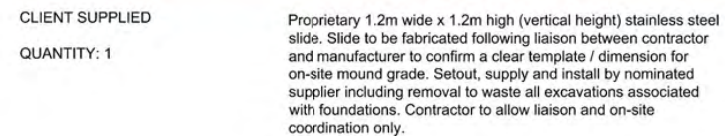
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DRAWN J. DUNNET	DESIGN VERIFIED C. HAMILTON	APPROVED DATE 18-10-2023

DETAILED DESIGN

PROJECT CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND HIGH STREET, CARTERTON AOTEAROA			
TITLE PLAYGROUND EQUIPMENT SCHEDULE - MAIN PLAY SPACE 01			
WSP PROJECT NO. 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO. L621	REVISION D



PE10 WIDE EMBANKMENT SLIDE - EXEMPLAR



A photograph of a playground slide. The slide is a light-colored, curved structure. Below the slide, there is a green safety mat. On the mat, there are several large, smooth, rounded stones in green and orange colors. A person is standing on the slide, and another person is standing on the mat. In the background, there are trees and a building.

Formed mounds and hollows within wetpour surfacing. The contractor shall allow for the supply and installation of bespoke play elements. The contractor shall be responsible for coordination with play safety auditor, setting out of equipment to ensure compliance with NZS5828:2015 safety fall and clearance standards, construction including foundations and installation of play elements.

Formed mounds and hollows within wetpour surfacing. The contractor shall allow for the supply and installation of bespoke play elements. The contractor shall be responsible for coordination with play safety auditor, setting out of equipment to ensure compliance with NZS5828:2015 safety fall and clearance standards, construction including foundations and installation of play elements.

A young boy in a white t-shirt and blue shorts is climbing a red rubber safety mat on a playground structure. The mat is part of a larger structure with several orange and red spherical components. The background shows a clear blue sky and some greenery.

Proprietary rope climb with upper bollard and lower chain fixing. Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

A wooden toy robot with a blue ball on its back, standing on a spring. The robot has a rectangular wooden body, a small black eye, and two black wheels. A blue ball is balanced on its back. It is mounted on a black spring.

Proprietary Galaxy themed Spinner. Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

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SCALE	ORIGINAL SIZE	
NOT TO SCALE	A1	
DRAWN J. DUNNET	DESIGNED A. WARD / H. STITT	APPROVED C. NORTHCOTT
DRAWING VERIFIED C. HAMILTON	DESIGN VERIFIED C. HAMILTON	APPROVED DATE 18-10-2023

DETAILED DESIGN

ORIGINAL SIZE
A1

PROJECT
CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND
HIGH STREET, CARTERTON
AOTEAROA

TITLE	
PLAYGROUND EQUIPMENT SCHEDULE - MAIN PLAY SPACE 02	

WSP PROJECT NO.	PROJ-ORIG-VOL-LVL-TYPE	SHEET NO.	REVISION
5-P1605.01	5P1605-WSP-01-GF-DR	L622	D

MAIN PLAY SPACE

PE13 LARGE BASKET SWING - EXEMPLAR



CLIENT SUPPLIED

QUANTITY: 1

Proprietary large basket swing. Basket cantilevered from arm. supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE14 SAND DIGGER - EXEMPLAR



CLIENT SUPPLIED

QUANTITY: 1

Proprietary sand excavator. Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE15 SAND PLAY MOUDLE - EXEMPLAR



CLIENT SUPPLIED

QUANTITY: 1

Proprietary accessible sand station and associated buckets and channels. Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE16 INCLUSIVE SPINNER - EXEMPLAR



CONTRACTOR SUPPLIED AND INSTALLED

QUANTITY: 1

Proprietary inclusive spinner. Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

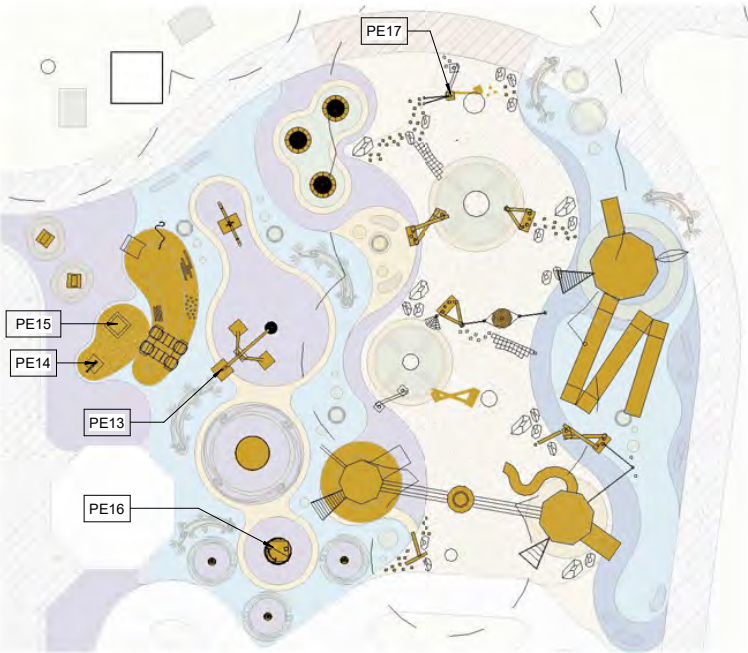
PE17 ROPE AND BEAM TRAIL - EXEMPLAR



CLIENT SUPPLIED

QUANTITY: 1

Arrangement of proprietary rope trail elements. Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.



KEY PLAN
SCALE 1 : 250

REVISION	AMENDMENT	APP	DATE
A	DRAFT ISSUE FOR DEVELOPED DESIGN	C.N.	18-05-2023
B	100% DEVELOPED DESIGN	C.N.	15-06-2023
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D	100% DETAILED DESIGN	C.N.	18-10-2023

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LANDSCAPE ARCHITECTURE

SCALE NOT TO SCALE	ORIGINAL SIZE A1
DRAWN J. DUNNET	DESIGNED A. WARD / H. STITT
DRAWING VERIFIED C. HAMILTON	APPROVED C. NORTHCOTT
	DESIGN VERIFIED C. HAMILTON
	APPROVED DATE 18-10-2023
DETAILED DESIGN	

PROJECT CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND HIGH STREET, CARTERTON AOTEAROA			
TITLE PLAYGROUND EQUIPMENT SCHEDULE - MAIN PLAY SPACE 03			
WSP PROJECT NO 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO L623	REVISION D

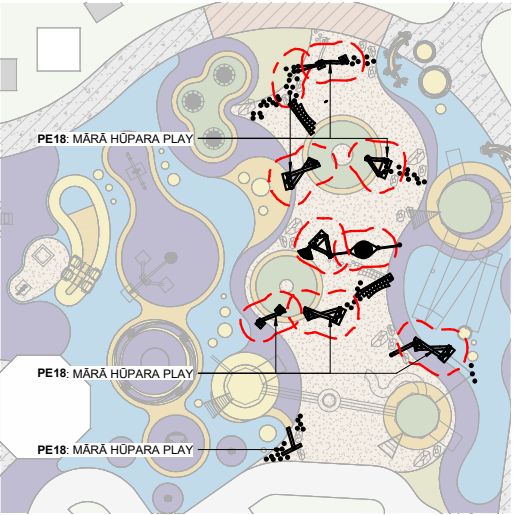
PLAYGROUND EQUIPMENT LAYOUT - MĀRĀ HŪPARA PLAY SPACES



IN-SITU CONCRETE EXPOSED FINISH - GREY PEDESTRIAN ACCESS	NAT'L BARK MULCH NATURAL FINISH PEDESTRIAN ACCESS	TIMBER BOARDWALK NATURAL FINISH PEDESTRIAN ACCESS	PROPOSED AMENITY PLANTING
IN-SITU CONCRETE EXPOSED FINISH - GREY VEHICLE LOADING	WETPOUR SURFACE WITH CUSHION LAYER IMPACT ATTENUATING MATL.	WATER PLAY	EXISTING GRASS
EXP. AGGR. CONC. WHITE STONE AGG. PEDESTRIAN ACCESS	ENGR'D WOOD FIBRE NATURAL FINISH IMPACT ATTENUATING MATL.	EXISTING HARDSCAPE	
LIME CHIP PATH COMPACTED, NAT'L FINISH PEDESTRIAN ACCESS	SAND NATURAL FINISH IMPACT ATTENUATING MATL.	BUILDING PAD	

MĀRĀ HŪPARA EQUIPMENT

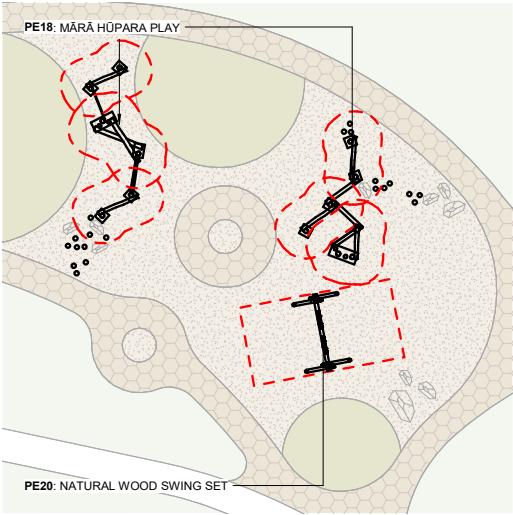
PE18 - MĀRĀ HŪPARA PLAY
PE19 - NATURAL WOOD SWING SET
PE20 - NATURAL WOOD SWING SET



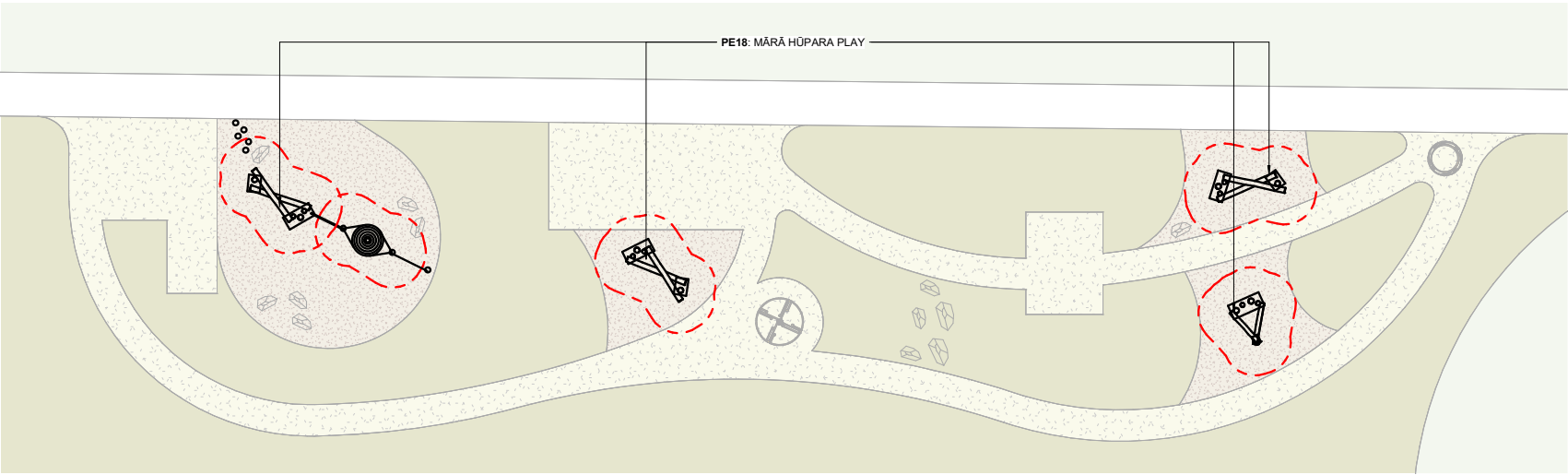
A MAIN PLAY SPACE
SCALE 1 : 300



B MĀRĀ HŪPARA PLAY SPACE
SCALE 1 : 250



C MĀRĀ HŪPARA PLAY SPACE
SCALE 1 : 200



D MĀRĀ HŪPARA PLAY SPACE
SCALE 1 : 150

REVISION	AMENDMENT	APP	DATE
A	DRAFT ISSUE FOR DETAILED DESIGN	C.N.	17-10-2023
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LANDSCAPE ARCHITECTURE

SCALE As indicated @ A1	ORIGINAL SIZE A1
DRAWN R. ELOJA	DESIGNED A. WARD / H. STITT
DRAWING VERIFIED C. HAMILTON	APPROVED C. NORTHCOTT
	APPROVED DATE 18-10-2023
DETAILED DESIGN	

PROJECT CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND HIGH STREET, CARTERTON AOTEAROA			
TITLE PLAYGROUND EQUIPMENT LAYOUT - MĀRĀ HŪPARA PLAY SPACES			
WSP PROJECT NO. 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO. L630	REVISION B

MĀRĀ HŪPARA PLAY SPACES

PE18 MĀRĀ HŪPARA PLAY - EXEMPLAR



CLIENT SUPPLIED
BESPOKE

Natural elements arranged into a trail - Designed to encourage balance and coordination. supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.



CLIENT SUPPLIED
BESPOKE

Range of different sized and shaped climbing logs. These should ideally come from locally felled or fallen trees.
Tree stumps to create stepping stones
Tree trunks to left in a natural manner to create balance beams and play features.
All elements to be secured safely with appropriate foundations



CLIENT SUPPLIED
BESPOKE

Balance beams to be arranged into trails and zig-zags
Large boulders to be used as stepping stones
Stumps on ends to be used as barriers and walls
All elements to be secured safely with appropriate foundations

PE19 Natural wood swing set - EXEMPLAR



CLIENT SUPPLIED
QUANTITY 1

Proprietary swing with 2x junior 'nappy type' rubber seats Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE20 Natural wood swing set - EXEMPLAR



CLIENT SUPPLIED
QUANTITY 1

Proprietary swing with 2x junior 'nappy type' rubber seats Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

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LANDSCAPE ARCHITECTURE

SCALE NOT TO SCALE		ORIGINAL SIZE A1
DRAWN J. DUNNET	DESIGNED A. WARD / H. STITT	APPROVED C. NORTHCOTT
DRAWING VERIFIED C. HAMILTON	DESIGN VERIFIED C. HAMILTON	APPROVED DATE 18-10-2023
DETAILED DESIGN		

PROJECT CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND HIGH STREET, CARTERTON AOTEAROA			
TITLE PLAYGROUND EQUIPMENT SCHEDULE - MĀRĀ HŪPARA PLAY SPACES			
WSP PROJECT NO 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO L631	REVISION D

SEPARATE PLAY ELEMENTS

PE21 FEATURE LIGHT SWING - EXEMPLAR



CLIENT SUPPLIED
QUANTITY: 1
BESPOKE

Bespoke feature swing, with light-up swing elements. Appropriate manufacturer and installer to be consulted on design at 'detailed design stage'.

PE22 DUAL FLYING FOX - EXEMPLAR



CLIENT SUPPLIED
QUANTITY: 1

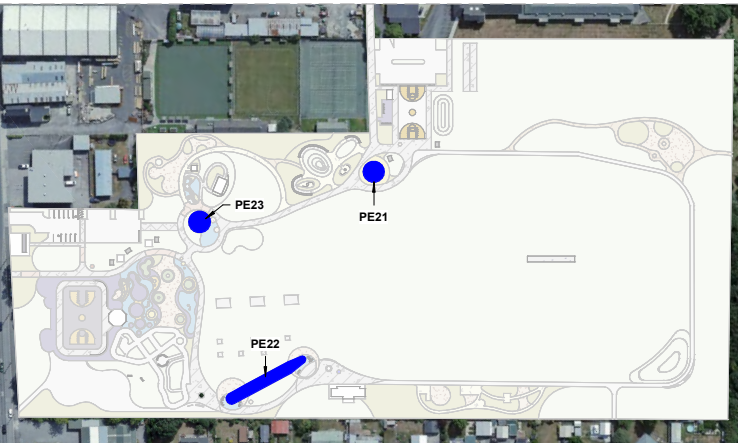
Flying fox with two zip lines. One conventional trolley and one accessible 'sling' type trolley. Setout, supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE23 SPLASH PAD - EXEMPLAR



CLIENT SUPPLIED
QUANTITY: 1
BESPOKE


Water splash pad surface with jets and patternation. Pre-cast sculptures representing the Kokopu to have jets incorporated into them. Appropriate supplier and installer to be consulted on sculptures and water jets.



KEY PLAN
SCALE 1: 1800




REVISION	AMENDMENT	APP	DATE
A	DRAFT ISSUE FOR DEVELOPED DESIGN	C.N.	18-05-2023
B	100% DEVELOPED DESIGN	C.N.	15-06-2023
C	DRAFT ISSUE FOR DETAILED DESIGN	C.N.	17-10-2023
D	100% DETAILED DESIGN	C.N.	18-10-2023



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Auckland 1010
New Zealand



SCALE
NOT TO SCALE

ORIGINAL SIZE
A1

DRAWN J. DUNNET	DESIGNED A. WARD / H. STITT	APPROVED C. NORTHCOTT
DRAWING VERIFIED C. HAMILTON	DESIGN VERIFIED C. HAMILTON	APPROVED DATE 18-10-2023

LANDSCAPE ARCHITECTURE

DETAILED DESIGN

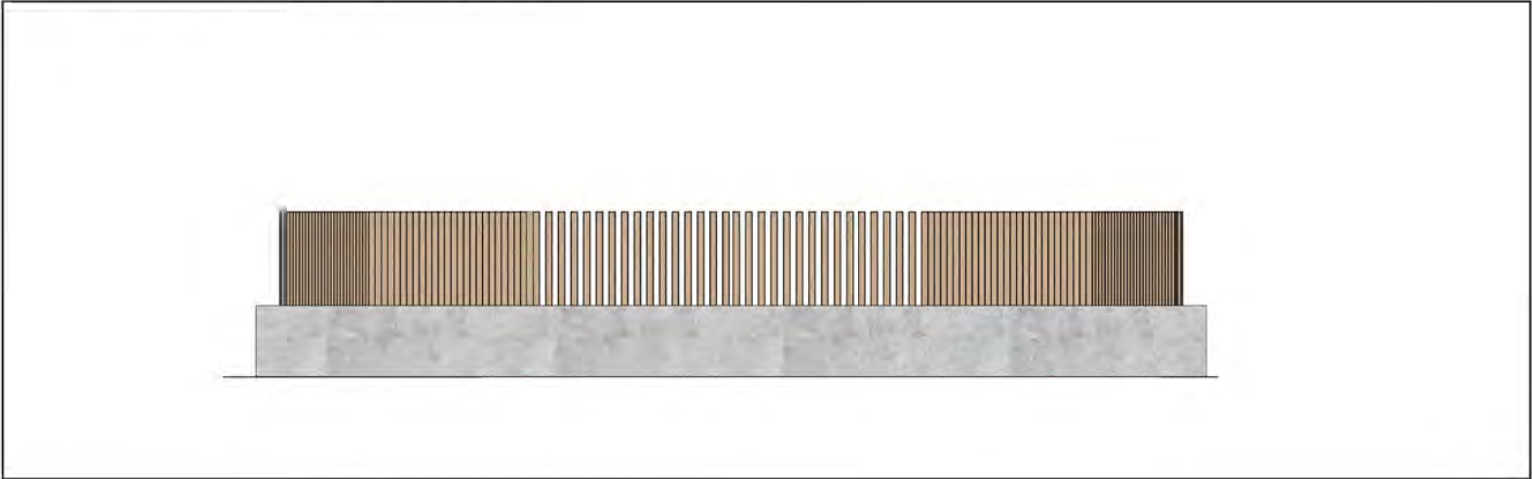
PROJECT
CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND
HIGH STREET, CARTERTON
AOTEAROA

TITLE
PLAYGROUND EQUIPMENT SCHEDULE - SEPARATE PLAY ELEMENTS

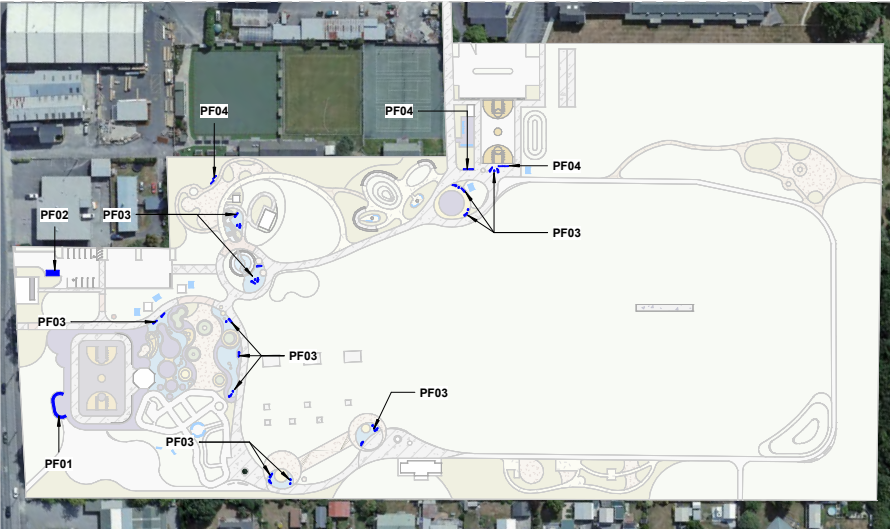
WSP PROJECT NO 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO L641	REVISION D
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PROPOSED FURNITURE PALETTE

PF01 PROPOSED WIND SHELTER WALL WITH ART BOARDS



CLIENT SUPPLIED Cast in-situ concrete wall. Vertical timber screening. Timber art boards to be attached to interior of wall.
QUANTITY: 1 REFER TO PAGE L750 FOR MORE DETAILS.
BESPOKE



KEY PLAN
SCALE 1 : 1500

PF02 PROPOSED BIKE SHELTER



CLIENT SUPPLIED Metal frame structure with coloured steel roof. Glazed and timber walls. Timber to be customised by manufacturer to designer approved colours
Supplier: Ara shelters <https://arashelters.co.nz/products/bike-shelters/>
QUANTITY: 1
BESPOKE

PF03 PROPOSED INDICATIVE BESPOKE KŌKOPU BENCHS



CLIENT SUPPLIED TIMBER FIXED ON CONCRETE. REFER TO L722 FOR MORE DETAIL.
BESPOKE

PF04 PROPOSED INDICATIVE BESPOKE BENCHS



CLIENT SUPPLIED TIMBER FIXED ON CONCRETE. REFER TO L651 FOR PROPOSED LOCATION.
BESPOKE

REVISION	AMENDMENT	APP	DATE
A	DRAFT ISSUE FOR DEVELOPED DESIGN	C.N.	18-05-2023
B	100% DEVELOPED DESIGN	C.N.	15-06-2023
C	DRAFT ISSUE FOR DETAILED DESIGN	C.N.	17-10-2023
D	100% DETAILED DESIGN	C.N.	18-10-2023

**wsp**

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New Zealand

**KAPITI
CARTERTON**

LANDSCAPE ARCHITECTURE

SCALE NOT TO SCALE	ORIGINAL SIZE A1
DRAWN J. DUNNET	DESIGNED A. WARD / H. STITT
DRAWING VERIFIED C. HAMILTON	APPROVED C. NORTHCOTT
	DESIGN VERIFIED C. HAMILTON
	APPROVED DATE 18-10-2023
DETAILED DESIGN	

PROJECT CARRINGTON PARK MULTI-GENERATIONAL PLAYGROUND HIGH STREET, CARTERTON AOTEAROA			
TITLE PLAYGROUND FURNITURE SCHEDULE 01			
WSP PROJECT NO 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO L651	REVISION D

PROPOSED FURNITURE PALETTE

PF05 PROPOSED BLEECHERS



CLIENT SUPPLIED GRASS MOUND WITH TIMBER BENCHES INFORMAL SEATING.
REFER TO CIVIL DETAILED DOCUMENTATION FOR FURTHER DETAIL.
QUANTITY: 1
BESPOKE

EXISTING FURNITURE PALETTE

EF01 BINS



EXISTING RUBBISH RECYCLING BINS TO REMAIN AS IS OR RELOCATION
IF REQUIRED. CONSULT LANDSCAPE ARCHITECT BEFORE ANY
REQUIRED RELOCATION.

EF02 BBQ SHELTER



EXISTING BBQ SHELTERS. REFER TO PAGE L652 FOR PROPOSED
LOCATION.

EF03 BENCHES SINGLE

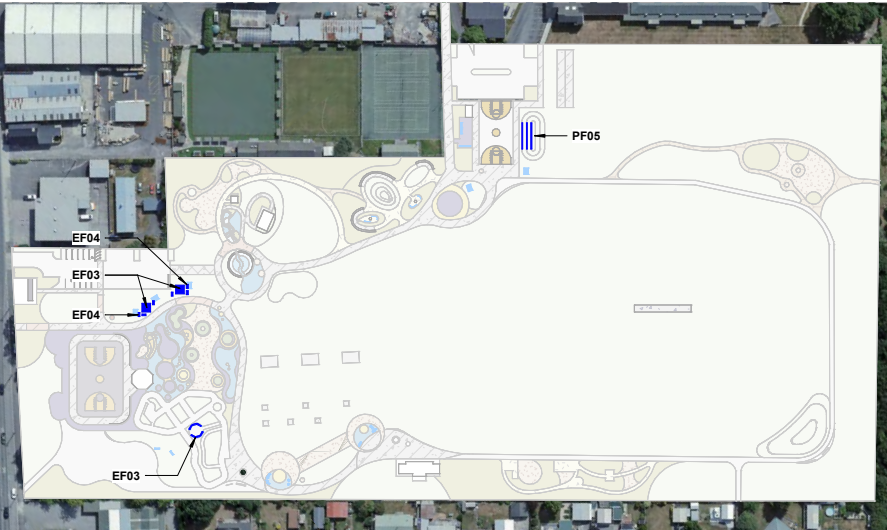


EXISTING BENCH SEATING. REFER TO PAGE L652 FOR PROPOSED
LOCATION.

EF04 BENCHES AND TABLE



EXISTING TABLE SEATING. REFER TO PAGE L652 FOR PROPOSED
LOCATION.



KEY PLAN
SCALE 1 : 1500



REVISION	AMENDMENT	APP	DATE
A	DRAFT ISSUE FOR DEVELOPED DESIGN	C.N.	18-05-2023
B	100% DEVELOPED DESIGN	C.N.	15-06-2023
C	DRAFT ISSUE FOR DETAILED DESIGN	C.N.	17-10-2023
D	100% DETAILED DESIGN	C.N.	18-10-2023

**WSP**

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LANDSCAPE ARCHITECTURE

SCALE NOT TO SCALE		ORIGINAL SIZE A1
DRAWN J. DUNNET	DESIGNED A. WARD / H. STITT	APPROVED C. NORTHCOTT
DRAWING VERIFIED C. HAMILTON	DESIGN VERIFIED C. HAMILTON	APPROVED DATE 18-10-2023
DETAILED DESIGN		

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TITLE PLAYGROUND FURNITURE SCHEDULE 02			
WSP PROJECT NO 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO L652	REVISION D

SKATE TRAIL

PE24 CURVED RAISED LEDGE - EXEMPLAR



CLIENT SUPPLIED
BESPOKE

Raised concrete path edge with reinforced ledges - Appropriate skate designer and constructor to be consulted. Supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE25 SKATE RAIL



CLIENT SUPPLIED
QUANTITY: 2

Fixed metal rail - Appropriate skate designer and constructor to be consulted. Supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE26 SKATE BUMP



CLIENT SUPPLIED
BESPOKE

Raised concrete bump - Appropriate skate designer and constructor to be consulted. Supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE27 SKATE VOLCANO - EXEMPLAR



CLIENT SUPPLIED
QUANTITY 1

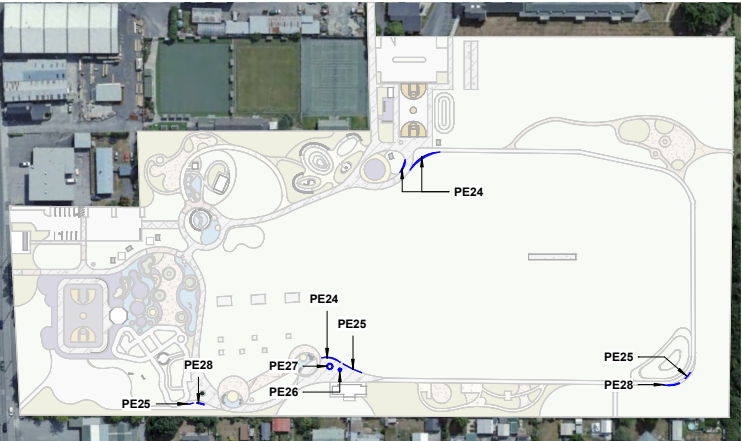
Raised concrete volcano with flat top - Appropriate skate designer and constructor to be consulted. Supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.

PE28 BOX WITH LEDGE - EXEMPLAR



CLIENT SUPPLIED
QUANTITY 1

Raised concrete box with reinforced ledges - Appropriate skate designer and constructor to be consulted. Supply and install by nominated supplier including removal to waste all excavations associated with foundations. Contractor to allow liaison and on-site coordination only.



KEY PLAN
SCALE 1 : 1800



REVISION	AMENDMENT	APP	DATE
A	DRAFT ISSUE FOR DETAILED DESIGN	C.N.	17-10-2023
B	100% DETAILED DESIGN	C.N.	18-10-2023

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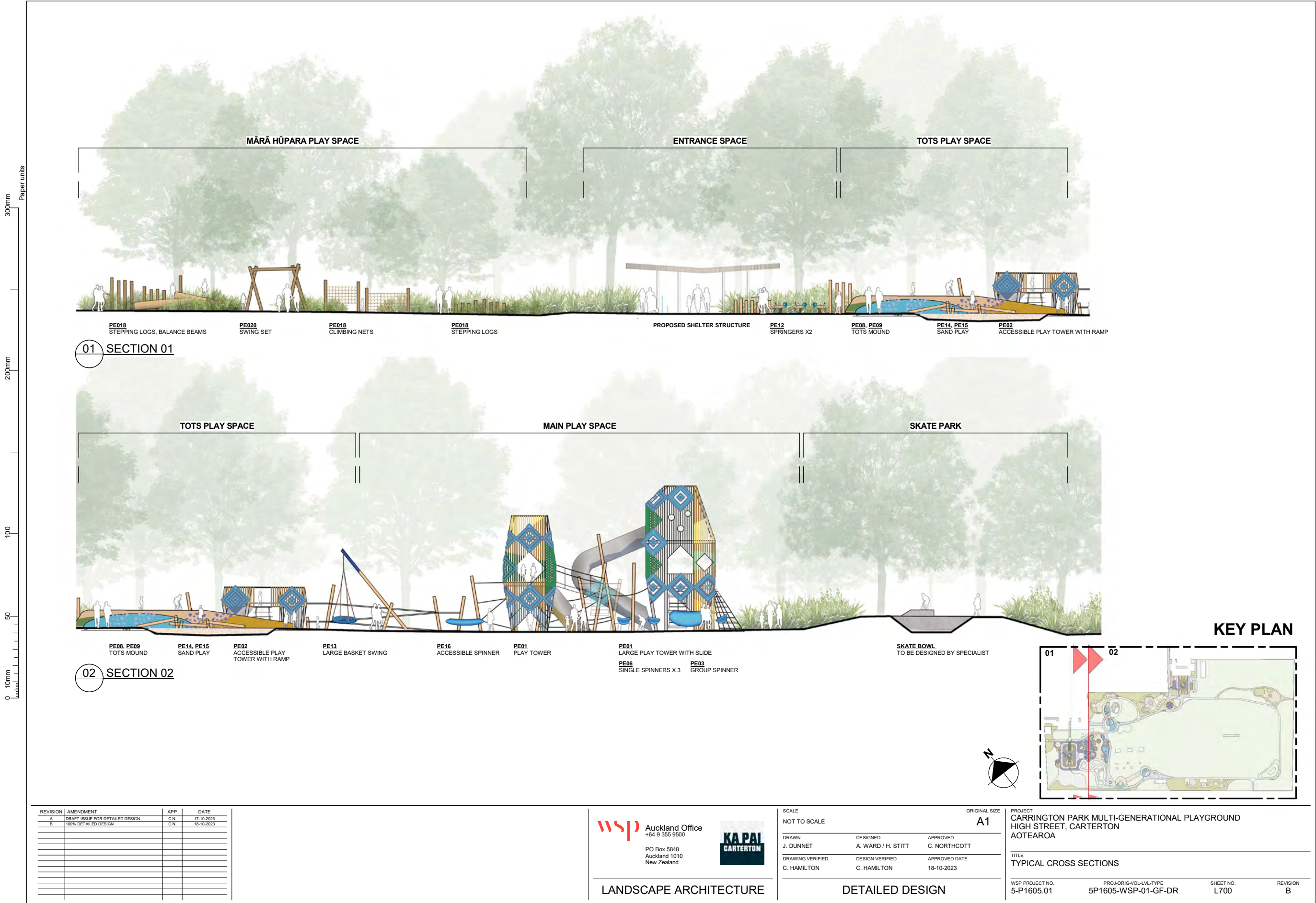


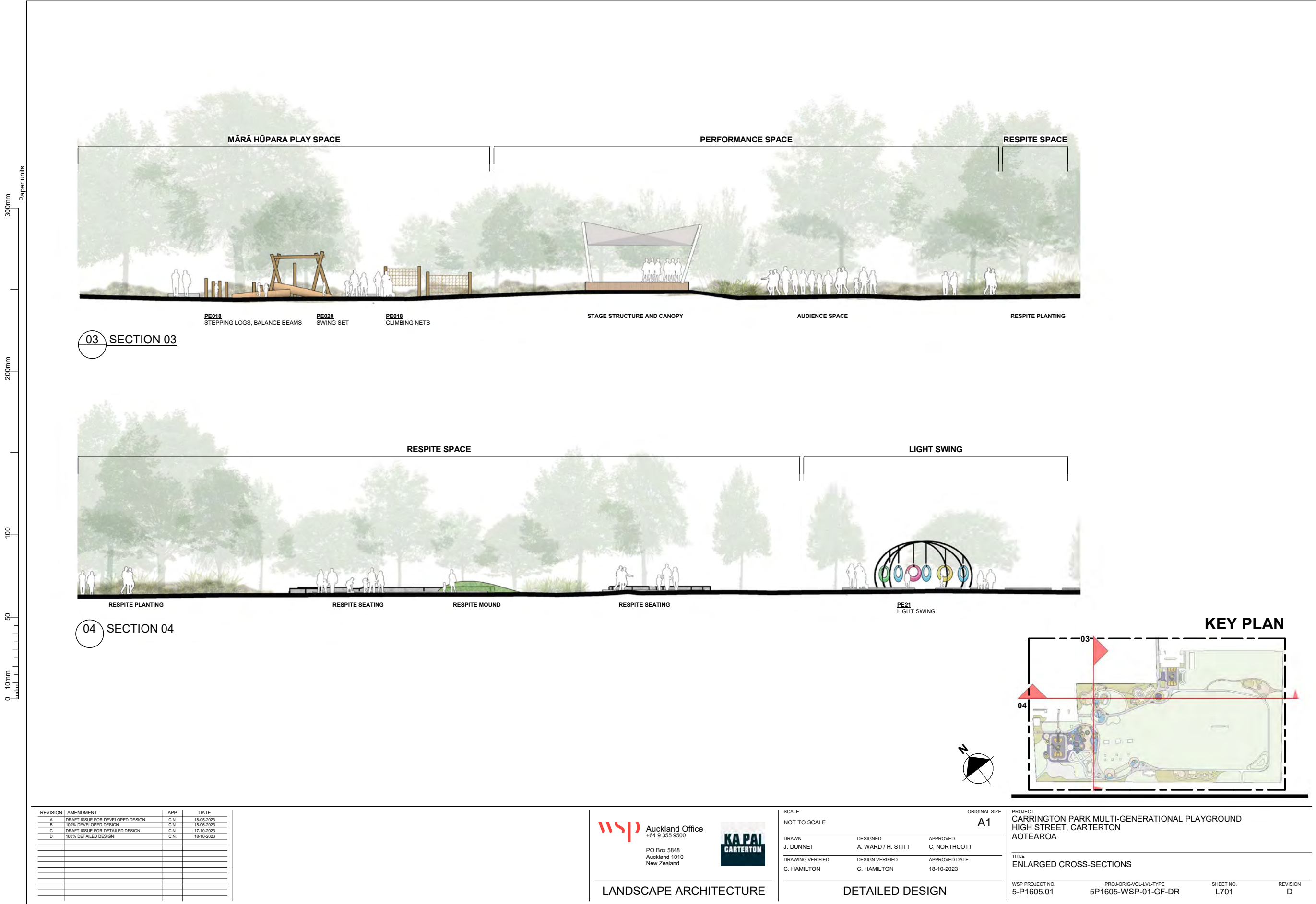
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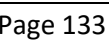
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J. DUNNET	A. WARD / H. STITT	C. NORTHCOTT	
DRAWING VERIFIED	DESIGN VERIFIED	APPROVED DATE	
C. HAMILTON	C. HAMILTON	18-10-2023	

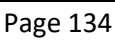
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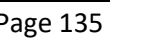
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TITLE SKATE TRAIL			
WSP PROJECT NO 5-P1605.01	PROJ-ORIG-VOL-LVL-TYPE 5P1605-WSP-01-GF-DR	SHEET NO L661	REVISION B

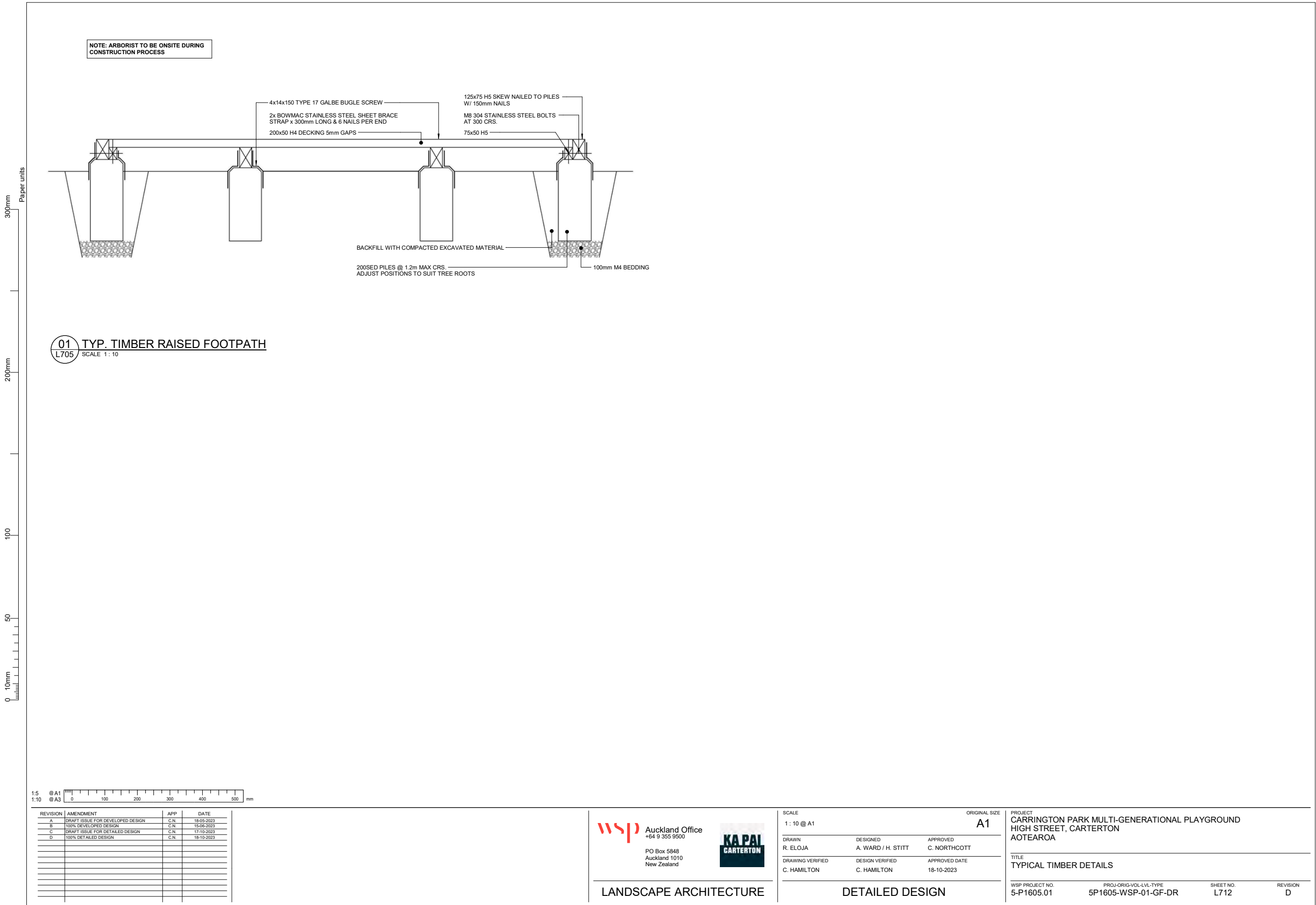


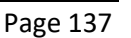


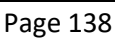


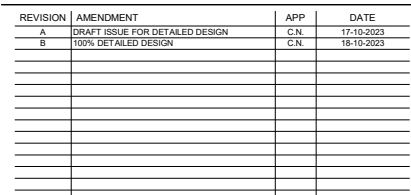
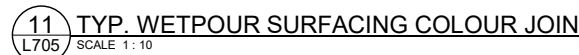
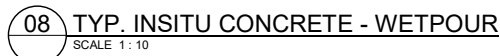










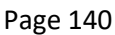


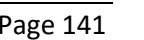
KAPPA
CARTERTON

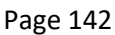
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DRAWING VERIFIED C. HAMILTON	DESIGN VERIFIED C. HAMILTON	APPROVED DATE 18-10-2023

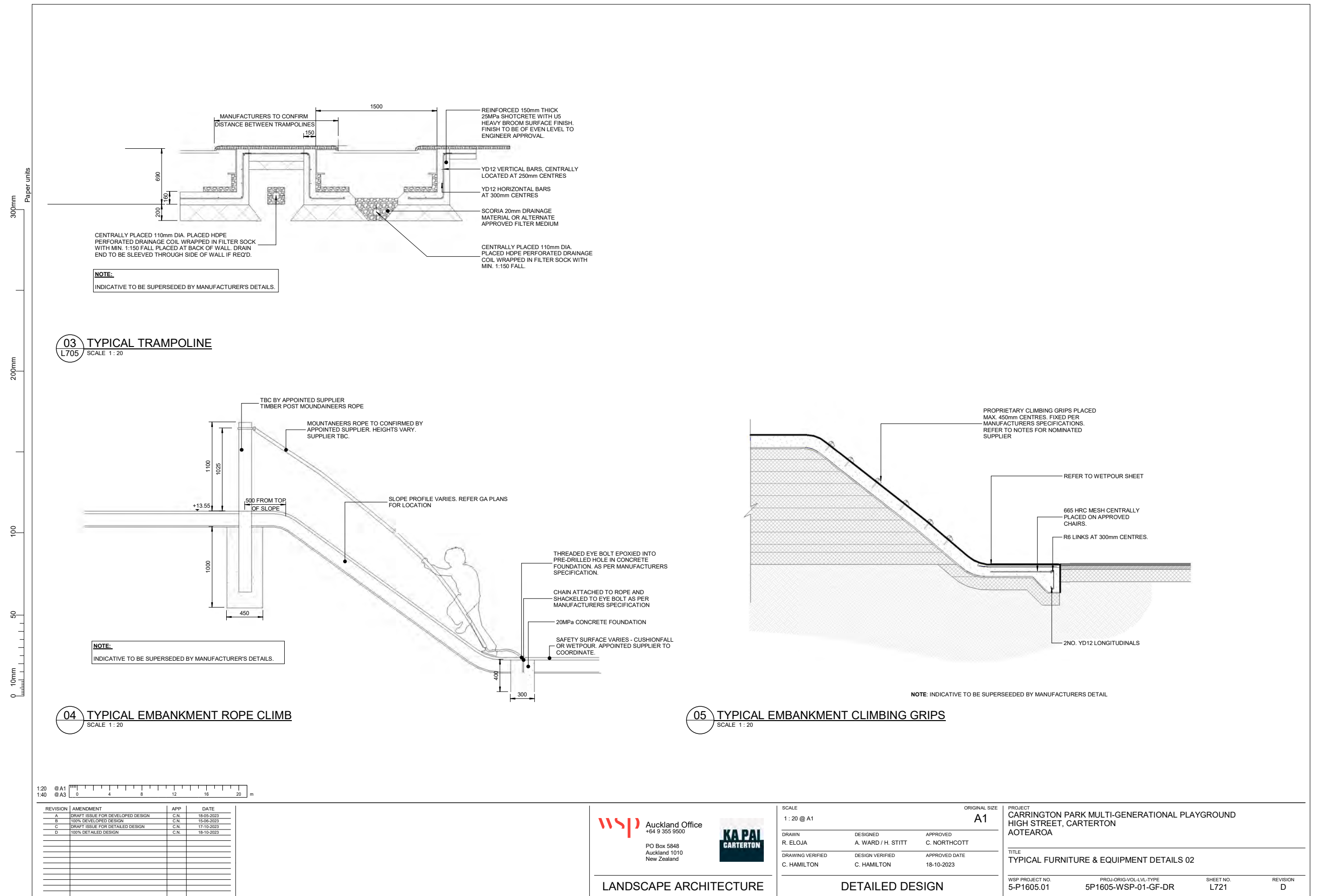
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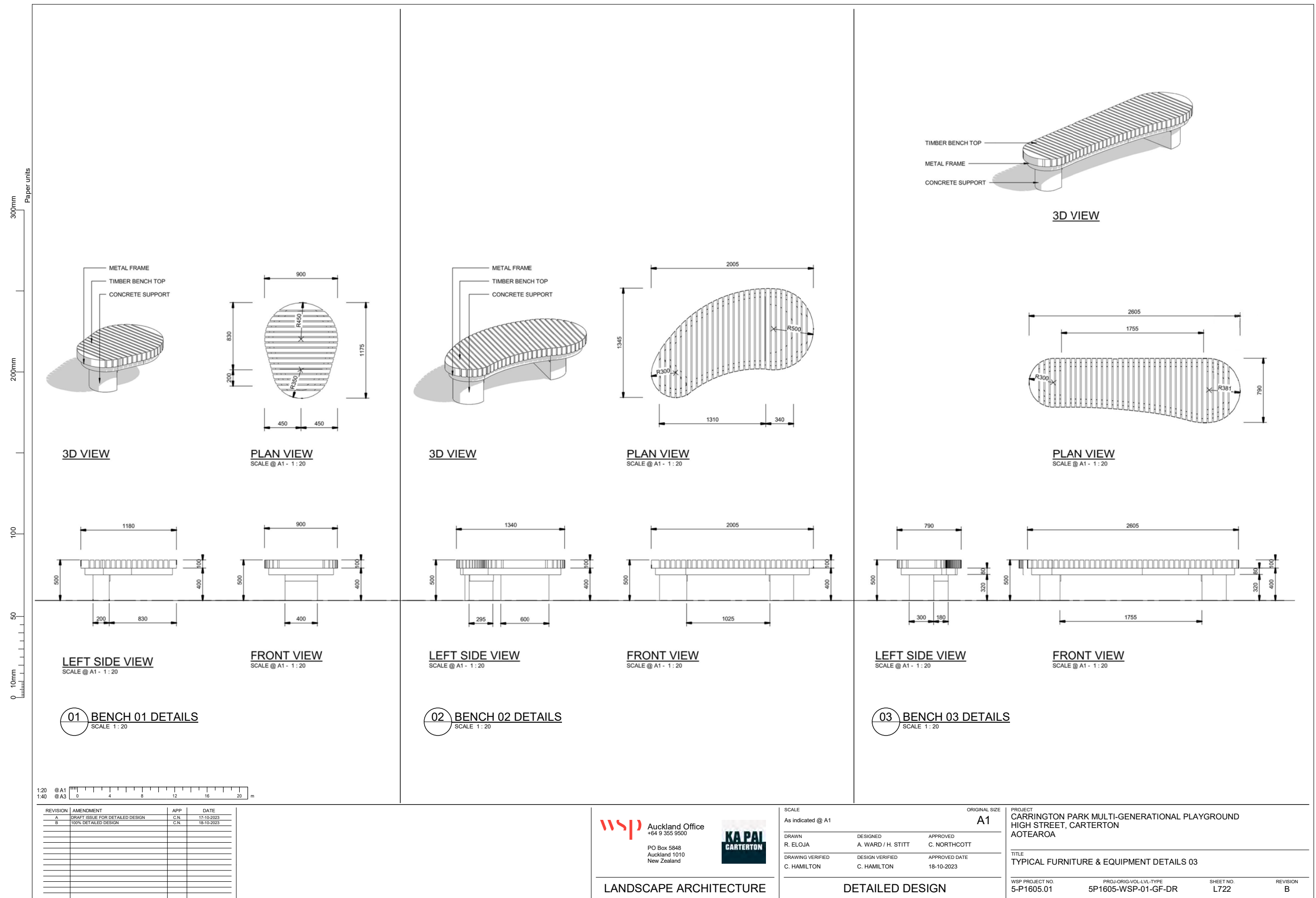
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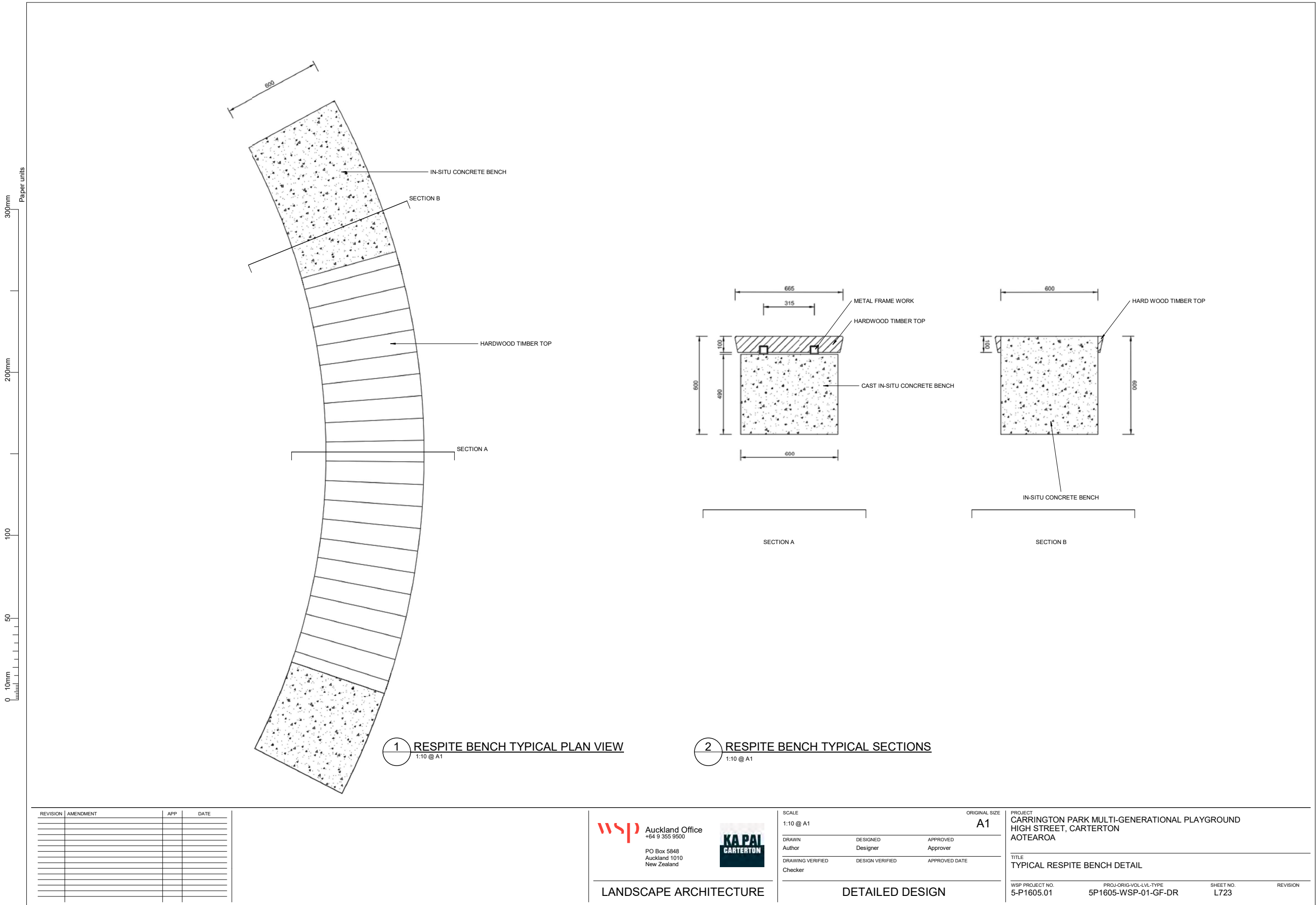


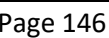


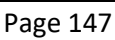














INDEX ARCHITECTURAL DRAWING LIST		
SHEET NO.	SHEET NAME	REVISION
A-0000	COVER SHEET	RA
A-0010	SHELTER - SITE / LOCATION PLAN	RA
A-0130	SHELTER - 3D SKETCHES - PROPOSED	RA
A-1000	GENERAL PLANS - SHELTER	RA
A-2000	ELEVATIONS & SECTIONS - SHELTER	RA
A-4100	DETAILS - SHELTER	RA

KA PAI CARTERTON

CARTERTON, 5713

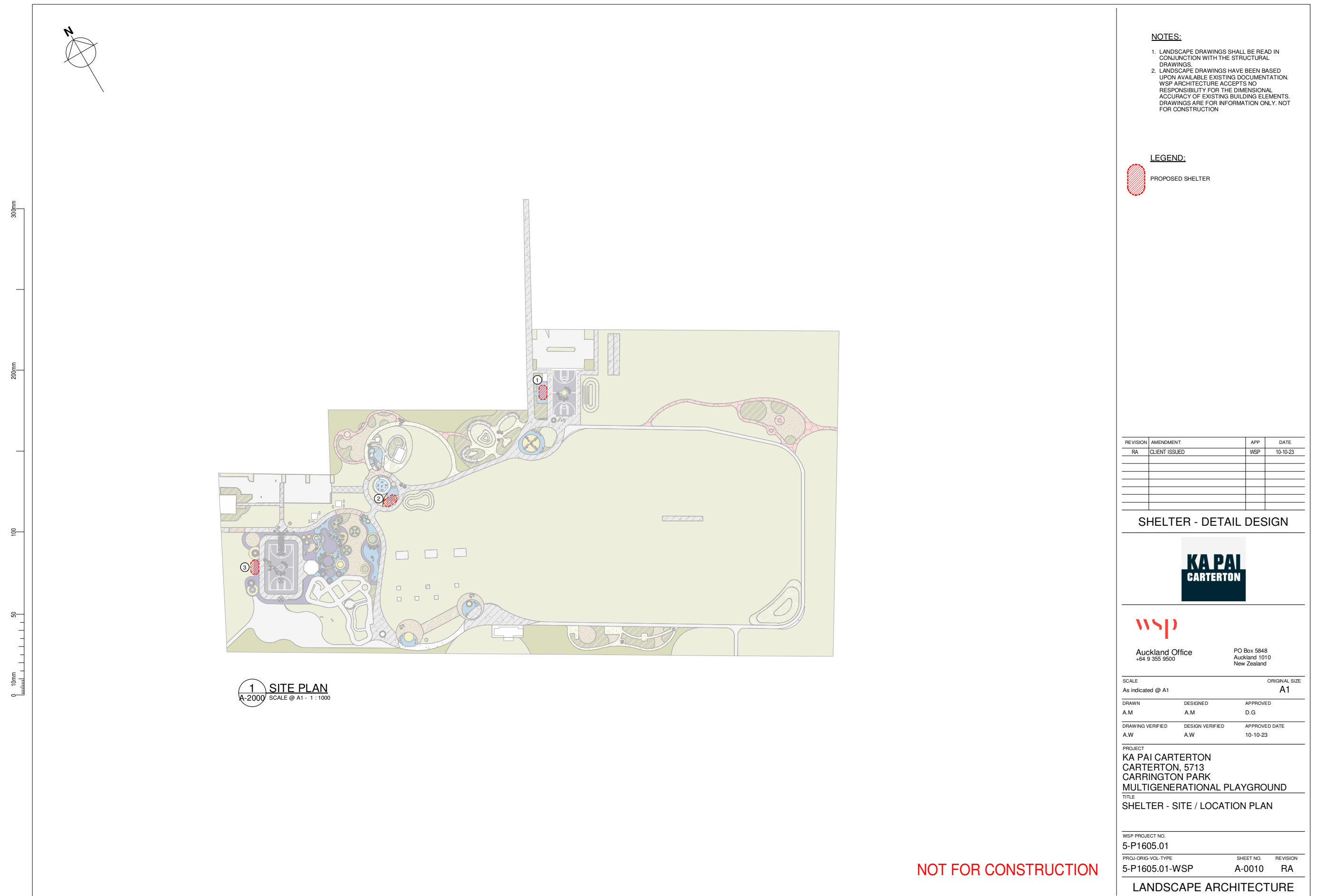
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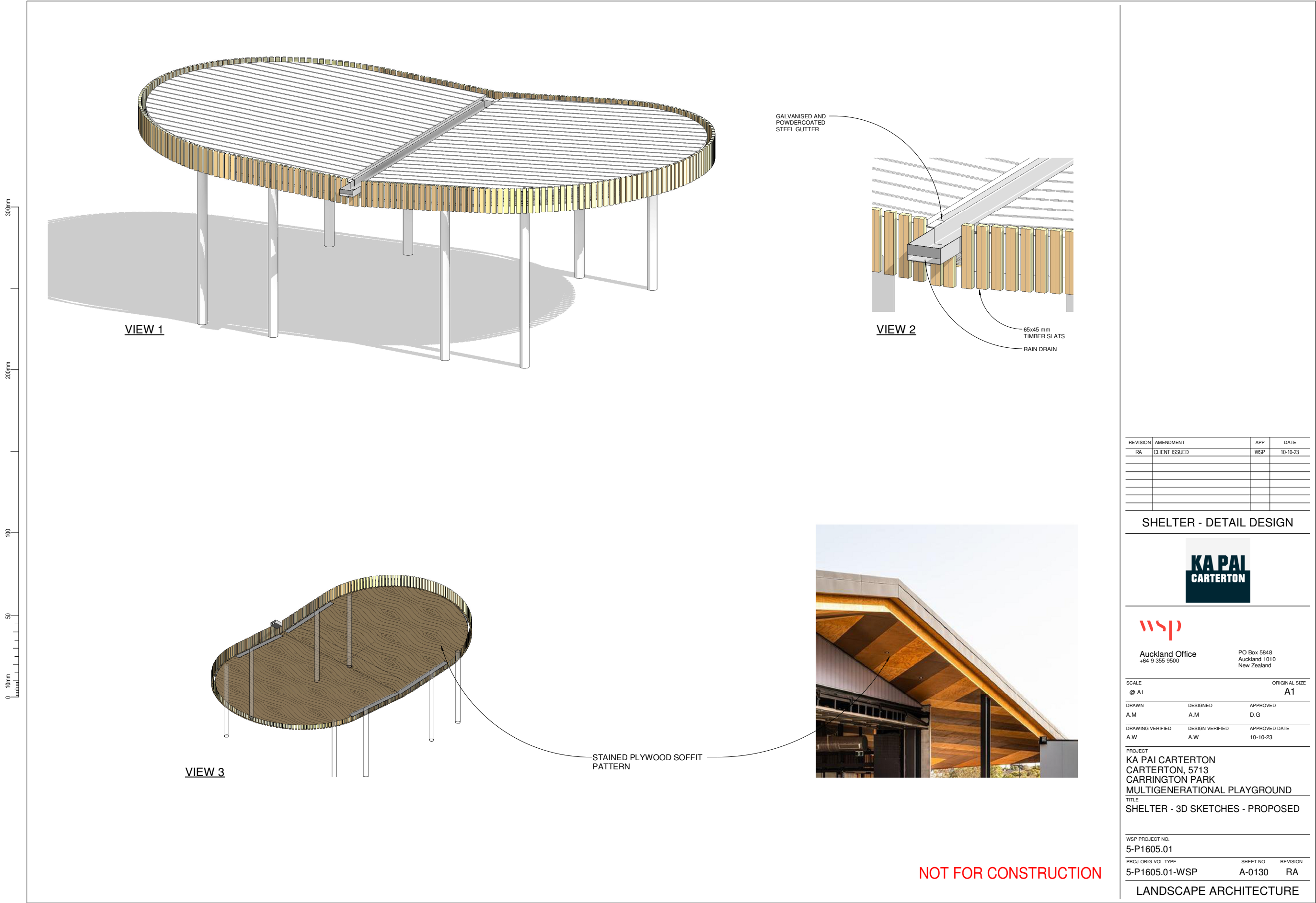
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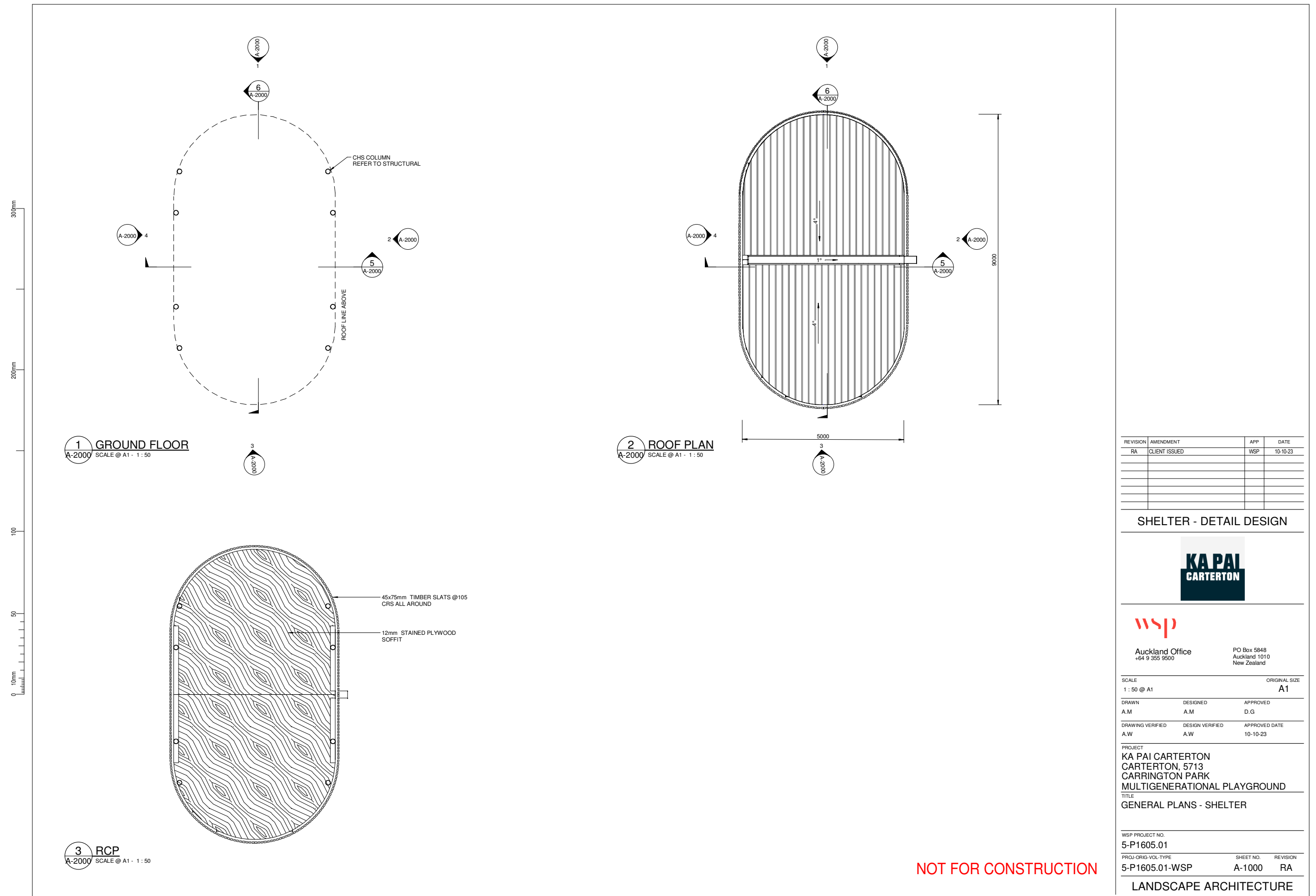
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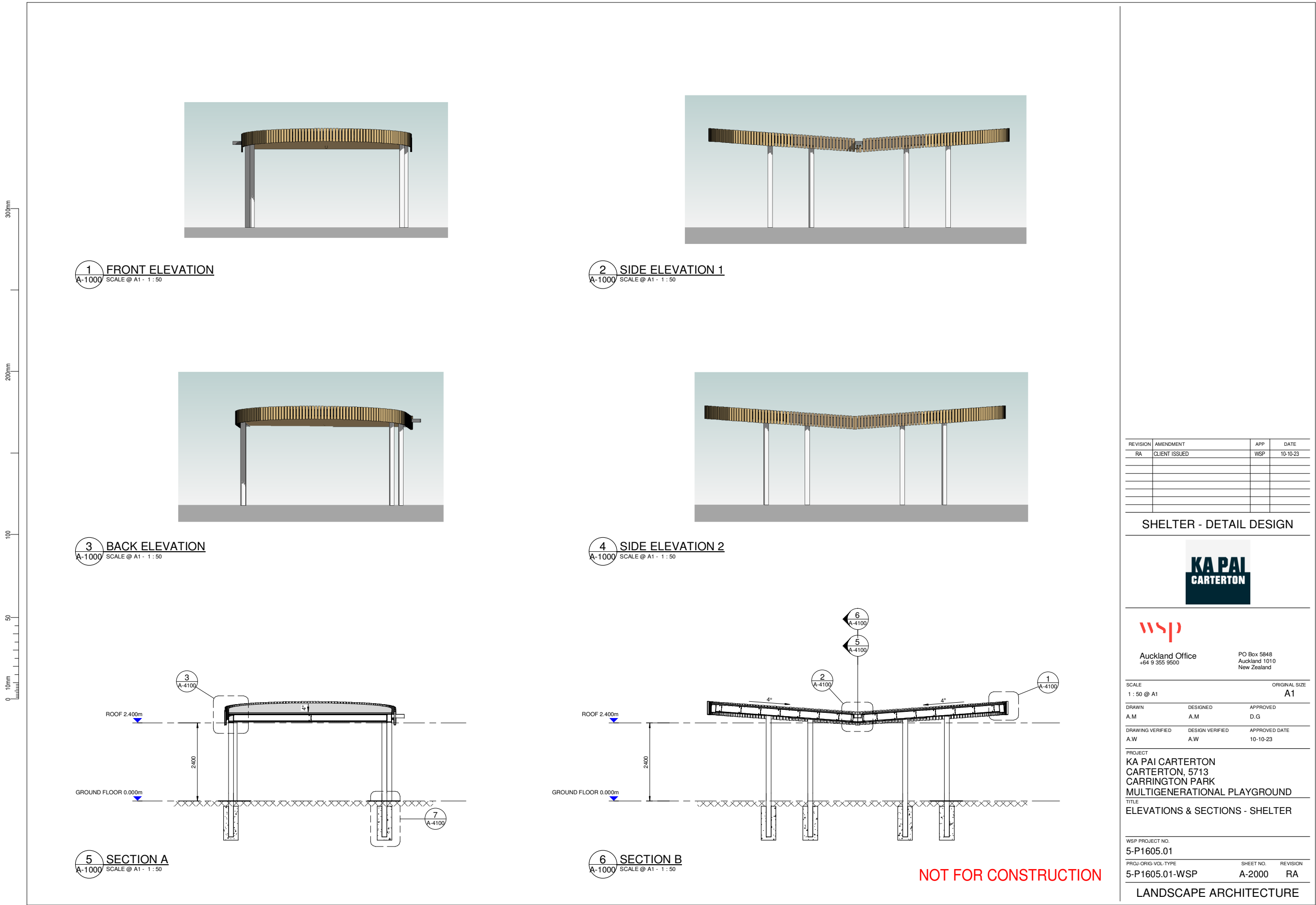
SHELTER - DETAIL DESIGN

Project No: 5-P1605.01
DATE: 10-10-23









REVISION	AMENDMENT	APP	DATE
RA	CLIENT ISSUED	WSP	10-10-23

SHELTER - DETAIL DESIGN



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SCALE
1 : 50 @ A1

ORIGINAL SIZE
A1

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A.M	A.M	D.G
DRAWING VERIFIED	DESIGN VERIFIED	APPROVED DATE
A.W	A.W	10-10-23

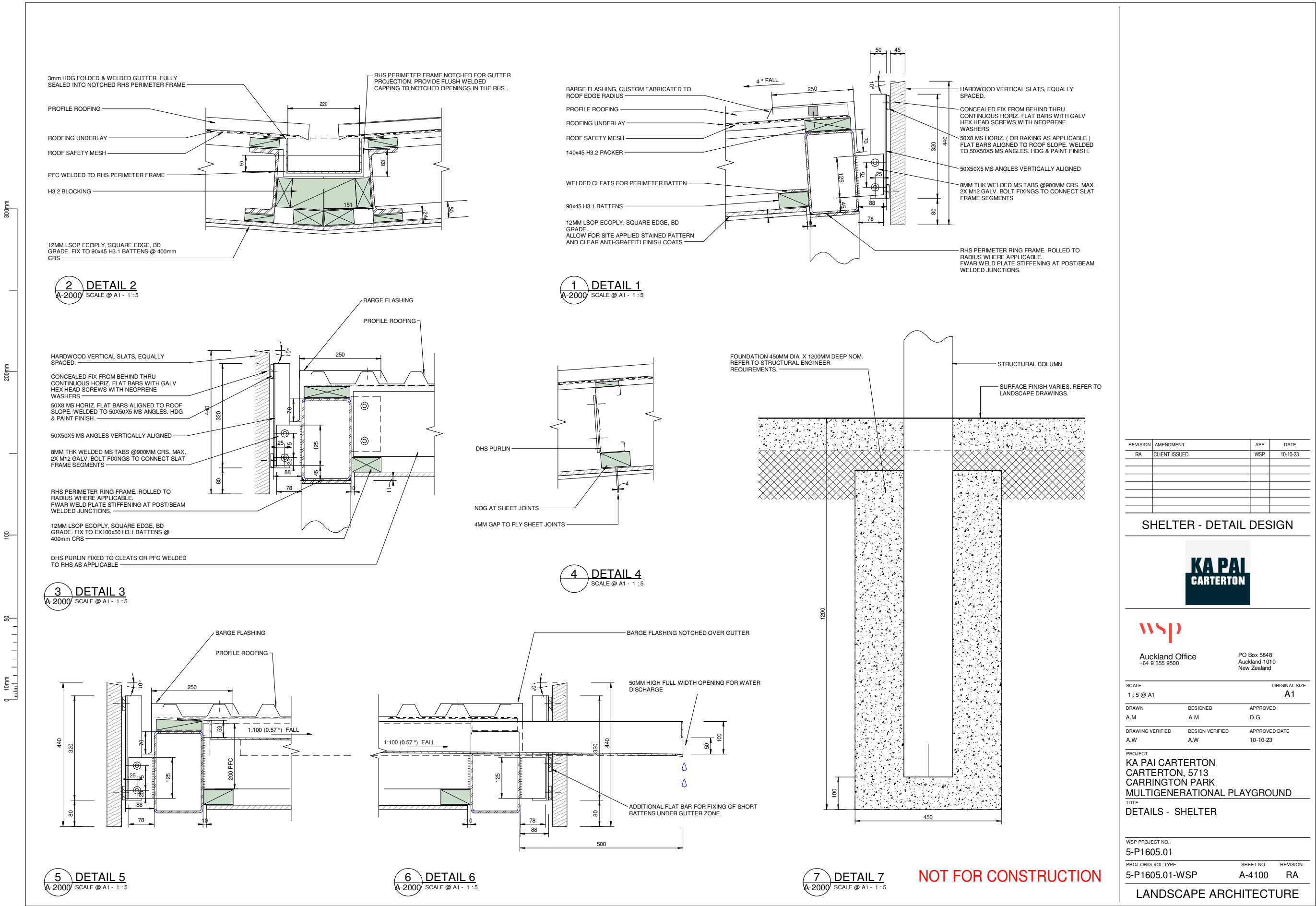
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KA PAI CARTERTON
CARTERTON, 5713
CARRINGTON PARK
MULTIGENERATIONAL PLAYGROUND

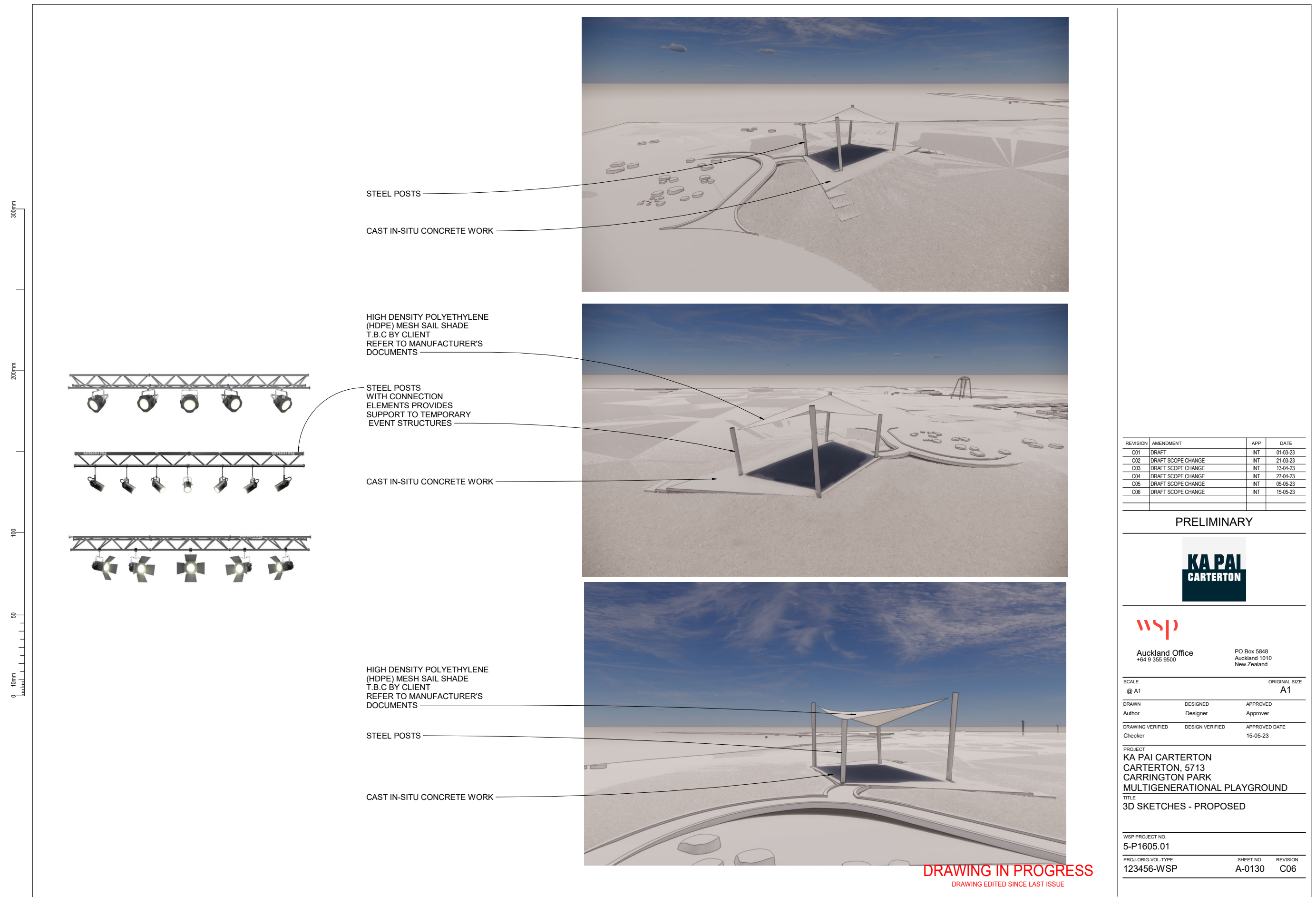
TITLE
ELEVATIONS & SECTIONS - SHELTER

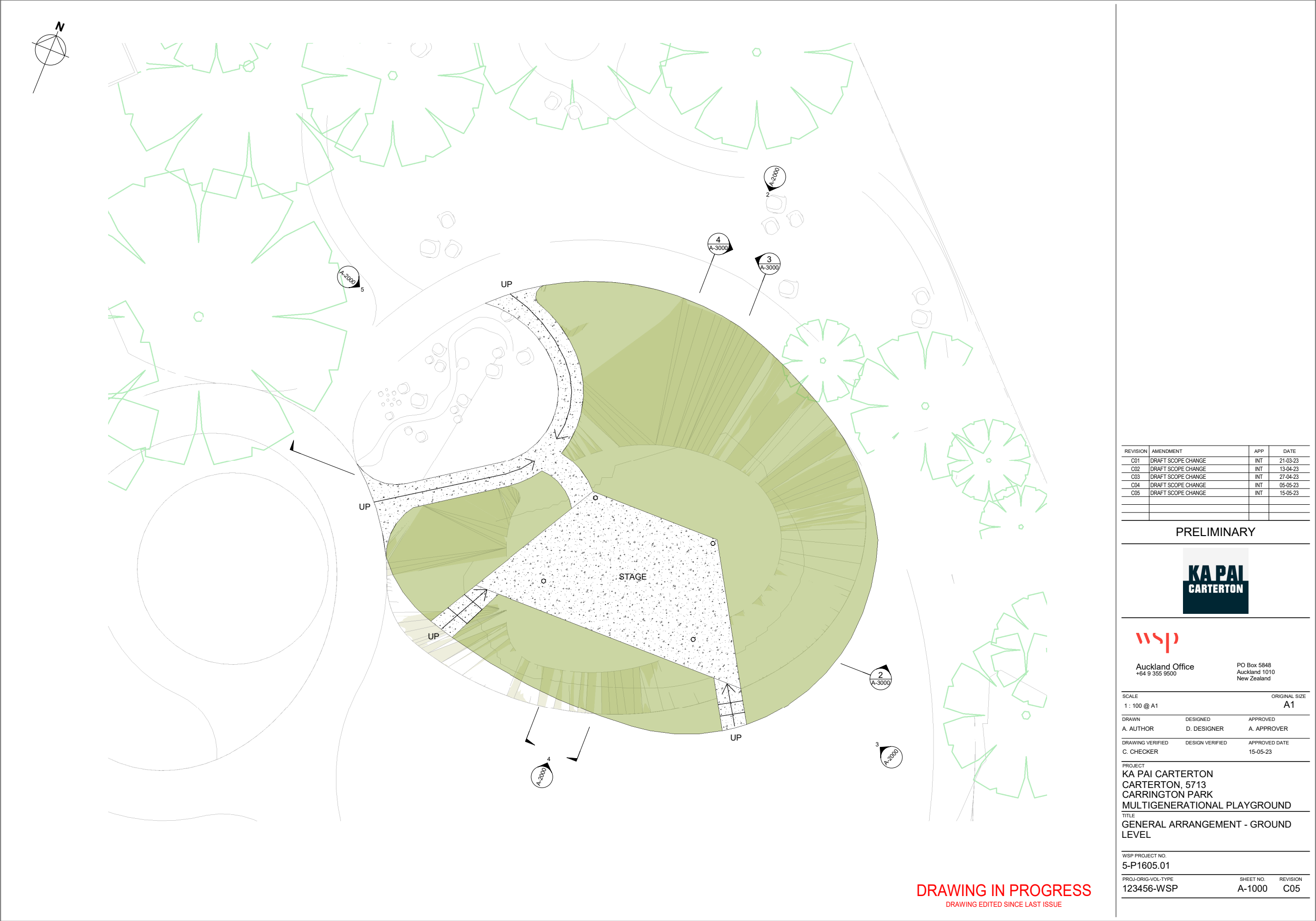
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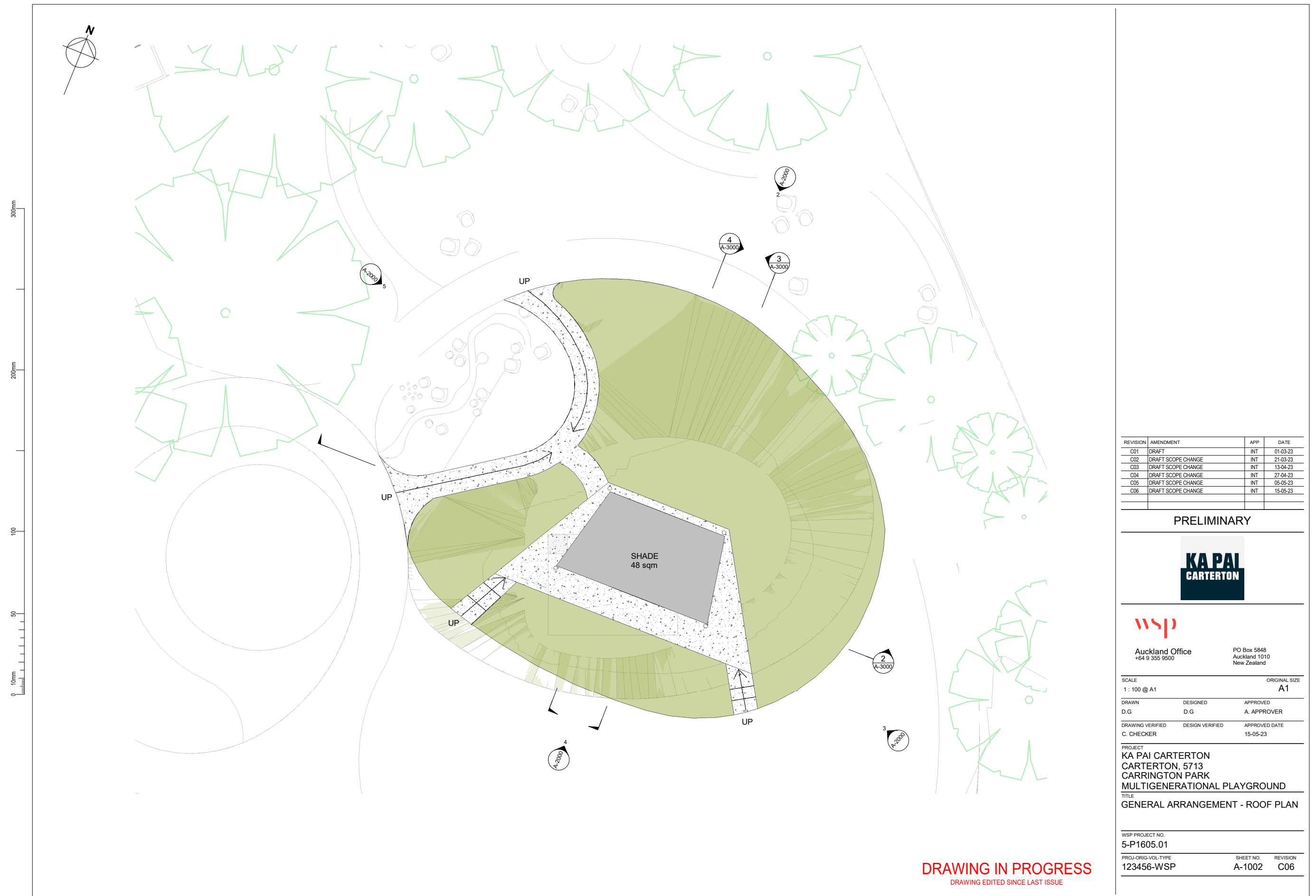
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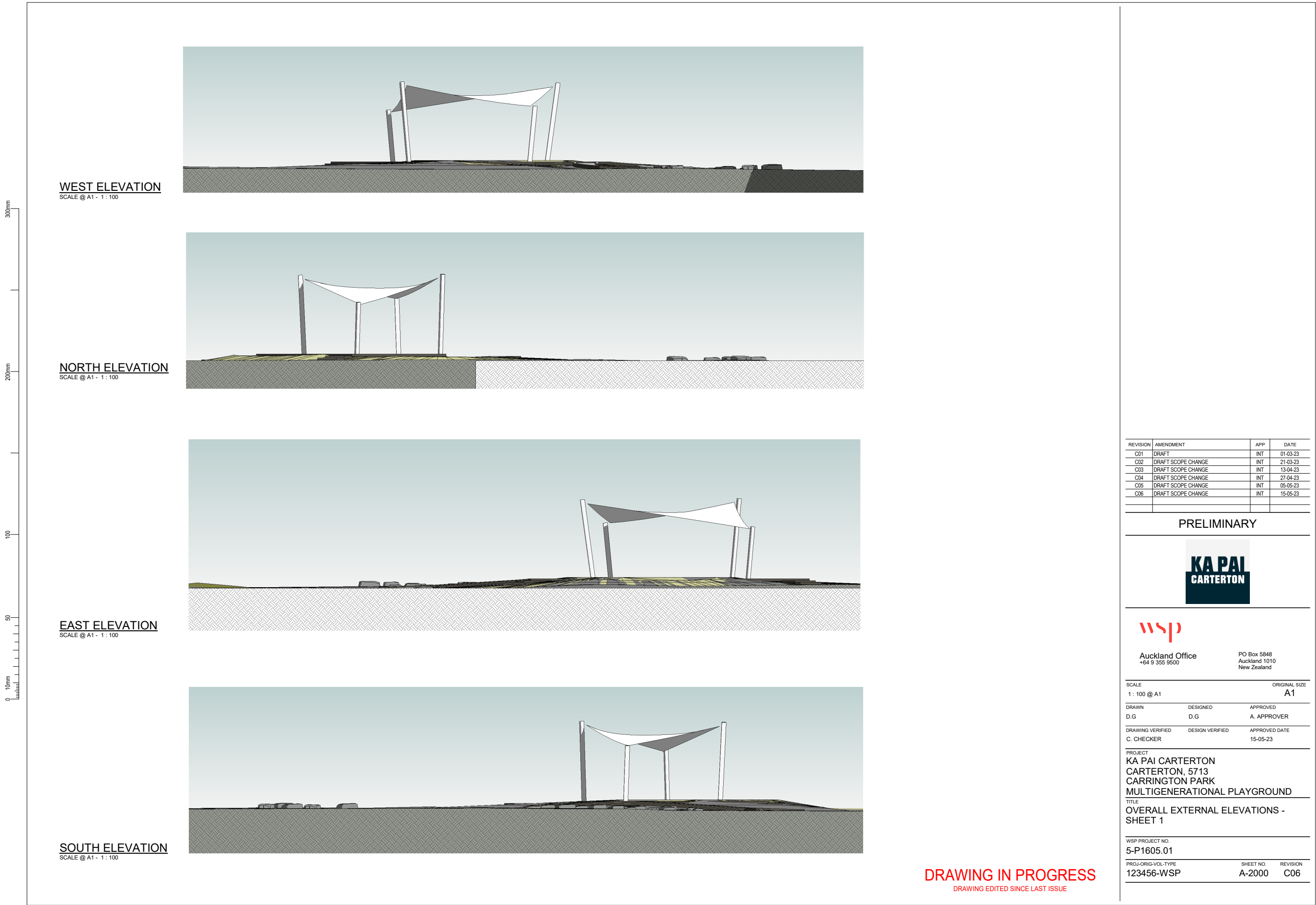
LANDSCAPE ARCHITECTURE

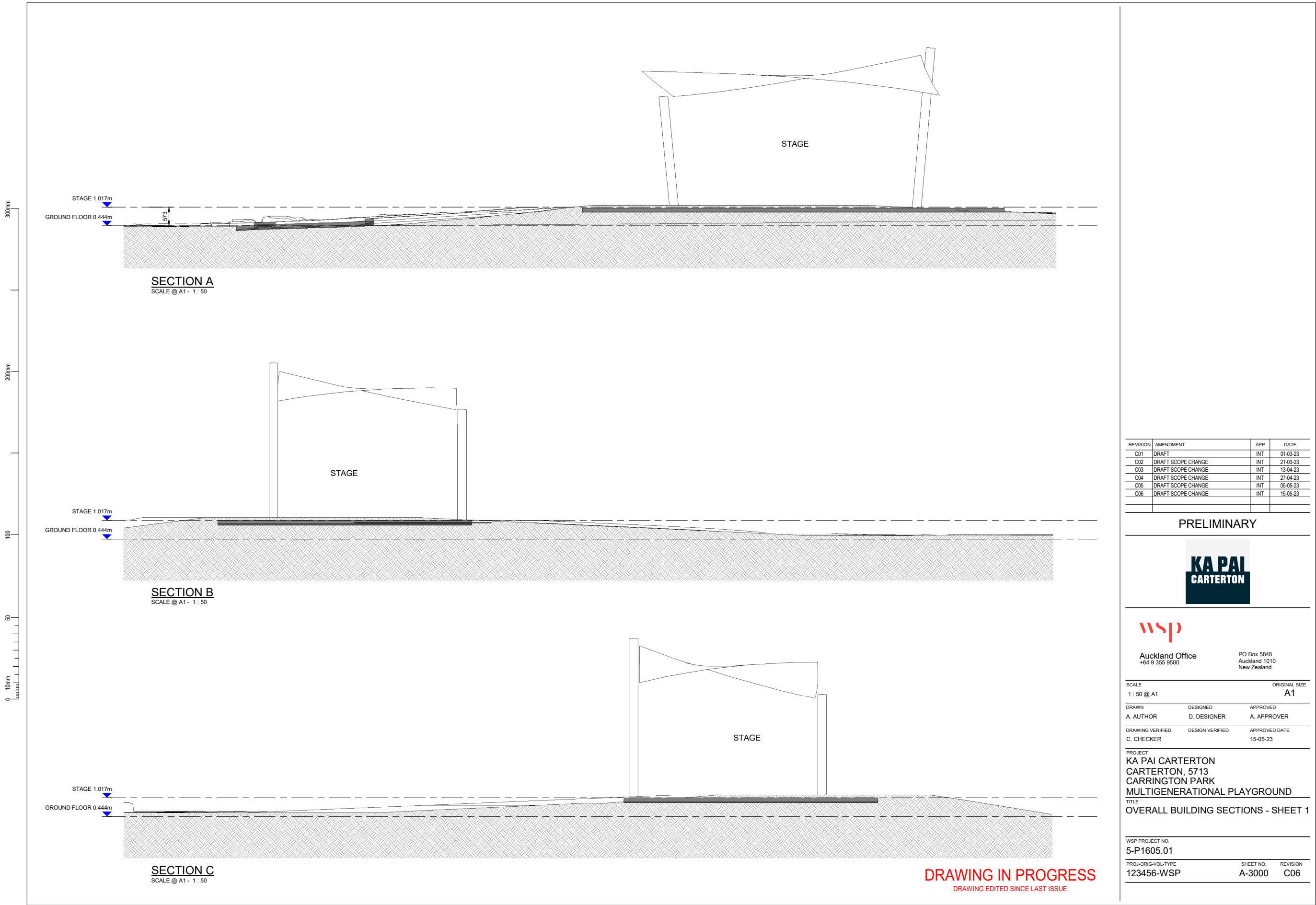












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C03	DRAFT SCOPE CHANGE	INT	13-04-23
C04	DRAFT SCOPE CHANGE	INT	27-04-23
C05	DRAFT SCOPE CHANGE	INT	05-05-23
C06	DRAFT SCOPE CHANGE	INT	15-05-23

PRELIMINARY



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SCALE
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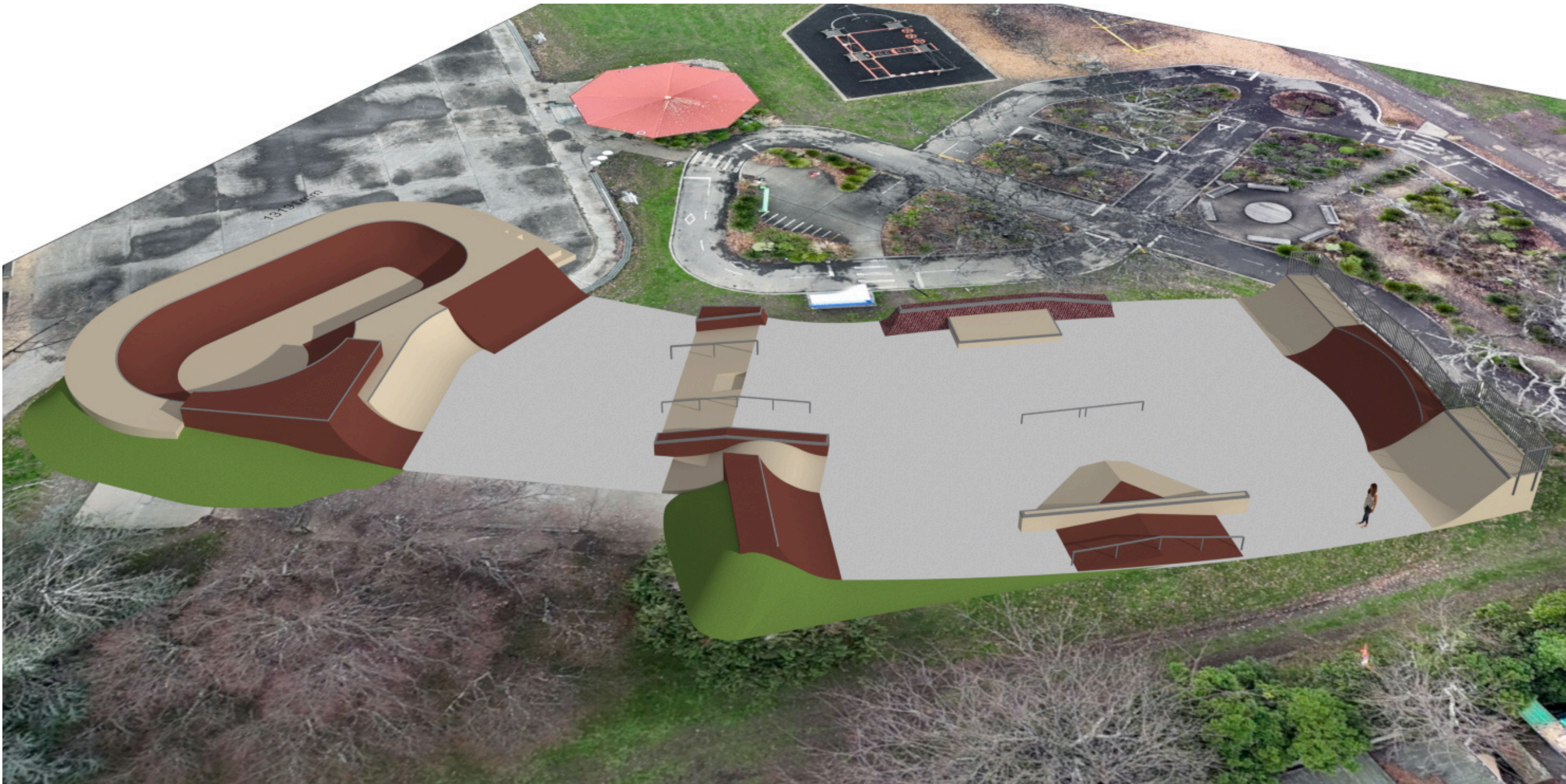
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DRAWN	DESIGNED	APPROVED
A. AUTHOR	D. DESIGNER	A. APPROVER
DRAWING VERIFIED	DESIGN VERIFIED	APPROVED DATE
C. CHECKER		15-05-23

PROJECT
KA PAI CARTERTON
CARTERTON, 5713
CARRINGTON PARK
MULTIGENERATIONAL PLAYGROUND
TITLE
OVERALL BUILDING SECTIONS - SHEET 1

WSP PROJECT NO. 5-P1605.01	SHEET NO. A-3000	REVISION C06
PROJ-ORIG-VOL-TYPE 123456-WSP		

CartertonSkatepark Concept



Rototuna Skatepark Concept

Skatepark Labels

A

4 Ft Quarter Pipe

B

4Ft Taco Quarter Pipe

C

5Ft Bank

D

A Frame Wedges with Rail

E

Hip with Flat Ledge

F

Flat Rail

G

Manual Pad and Bank Ledge

H

4 Ft Quarter Pipe

I

Pump bumps

J

Flat and Down Ledge

K

Flat and Down Rail

L

Euro Gap and Bank

M

Down Rail

N

Down Ledge

O

Landing Bank

P

4Ft Curved Quarter Pipe

Q

5.5Ft Quarter Pipe

R


Bowl Extension and Sub Box

S

Bowl - 4Ft and 6Ft

T

Stairs





Carterton Skatepark Concept Design

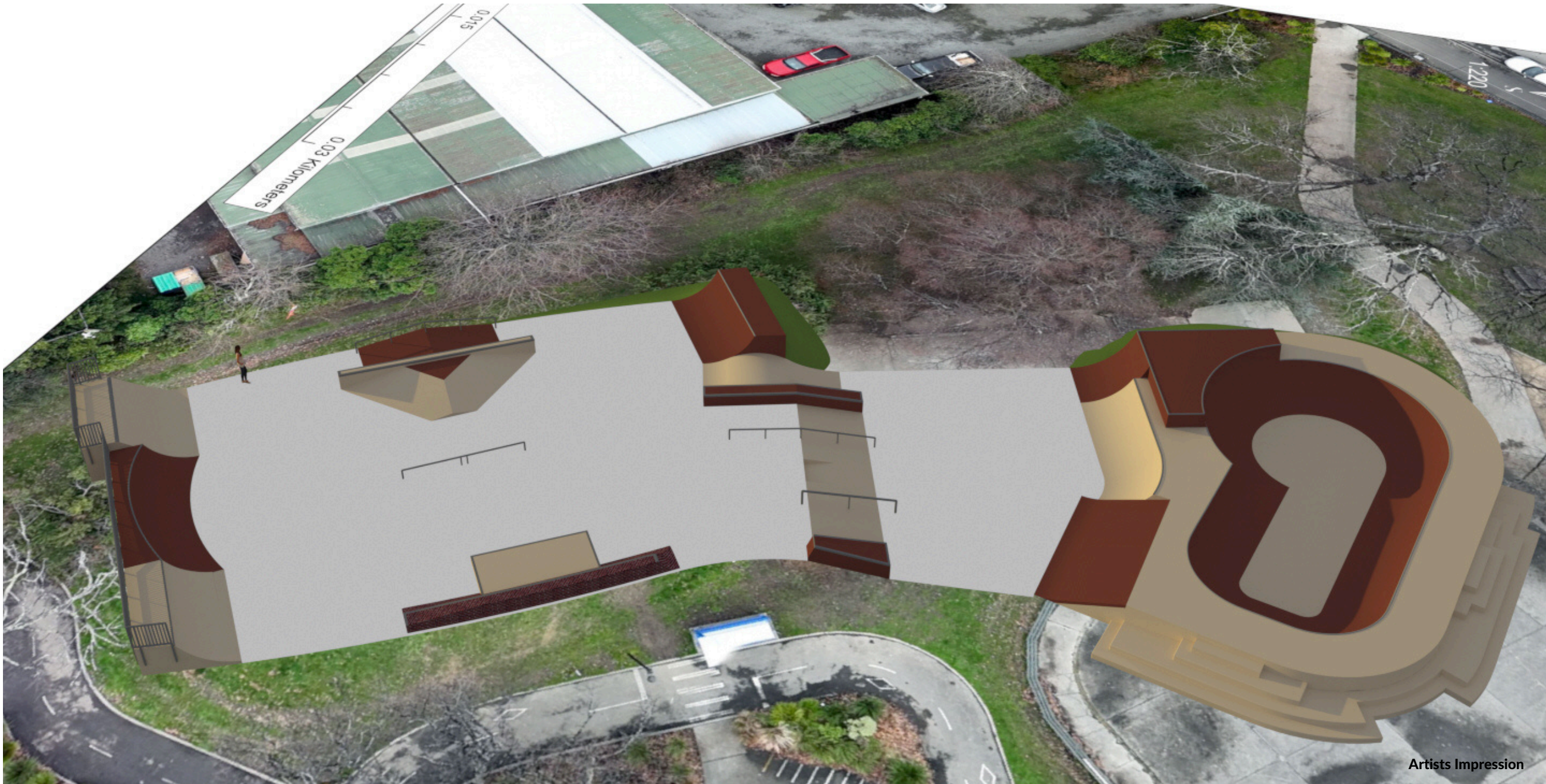


Acid NZ Ltd

22/11/2024

Artists Impression

Carterton Skatepark Concept



Artists Impression

Carterton Skatepark Concept Design



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Carterton Skatepark Concept



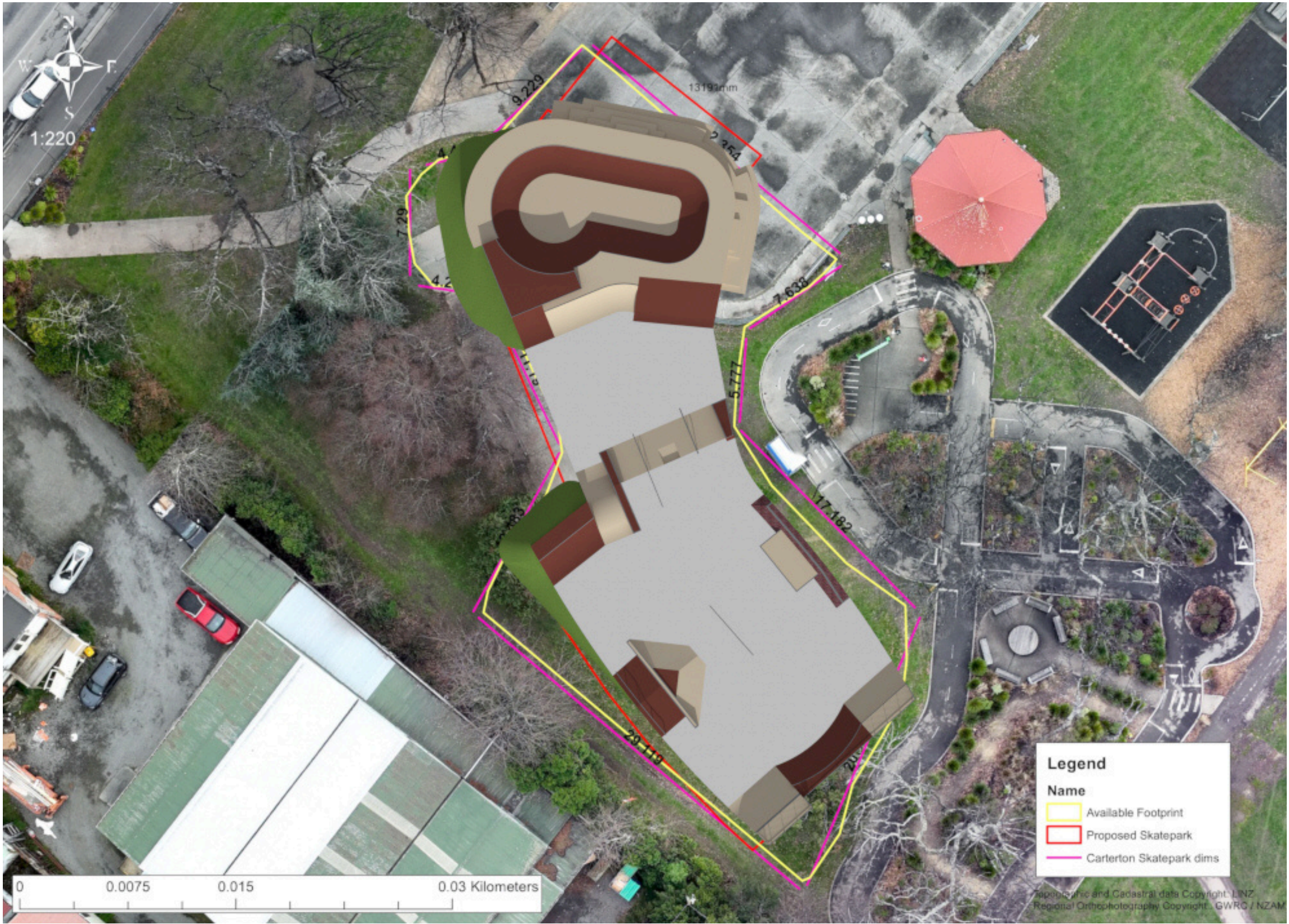
Carterton Skatepark Concept Design



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Carterton Skatepark Concept



Carterton Skatepark Concept Design

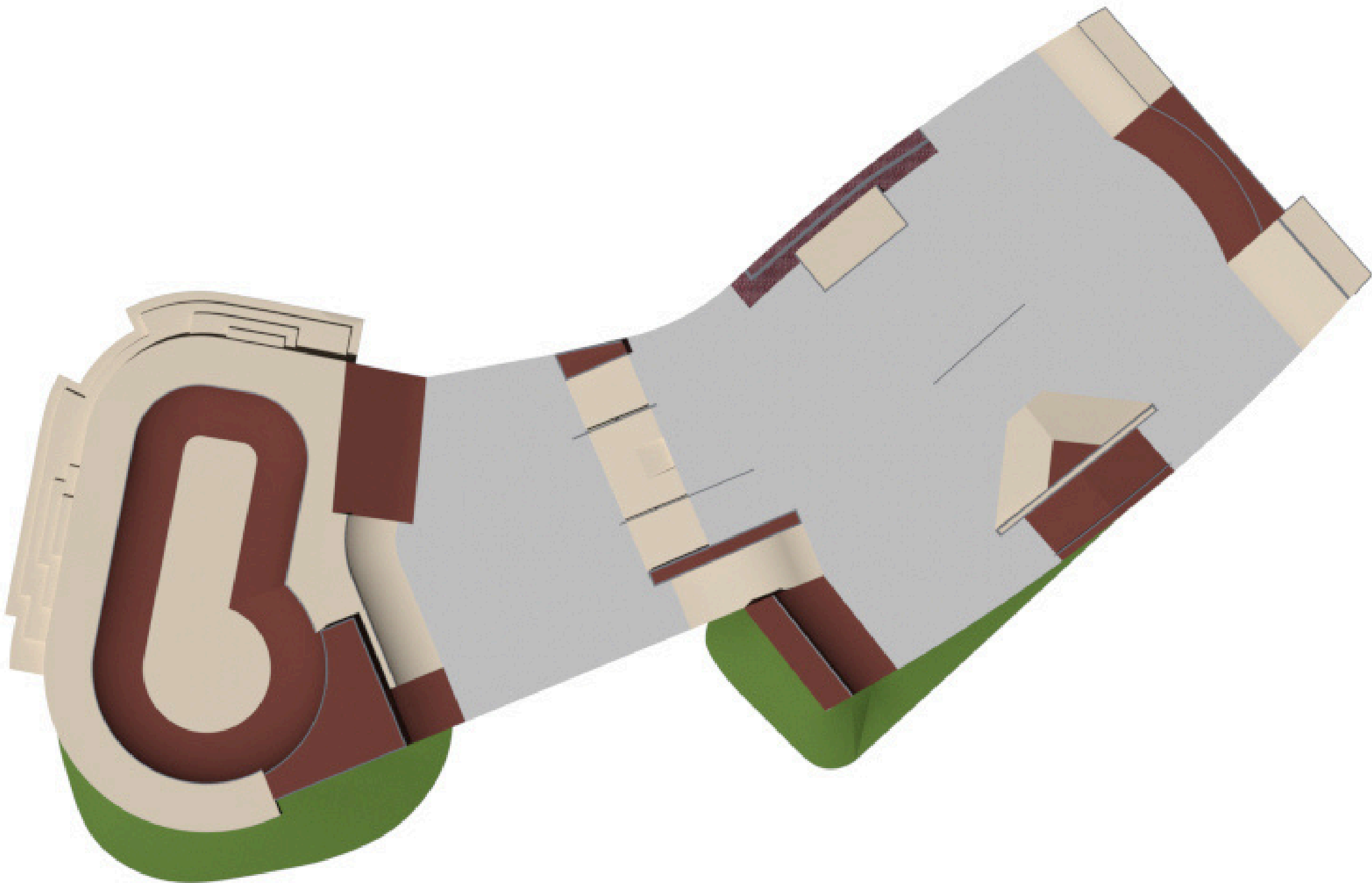
Acid NZ Ltd


22/11/2024



Artists Impression

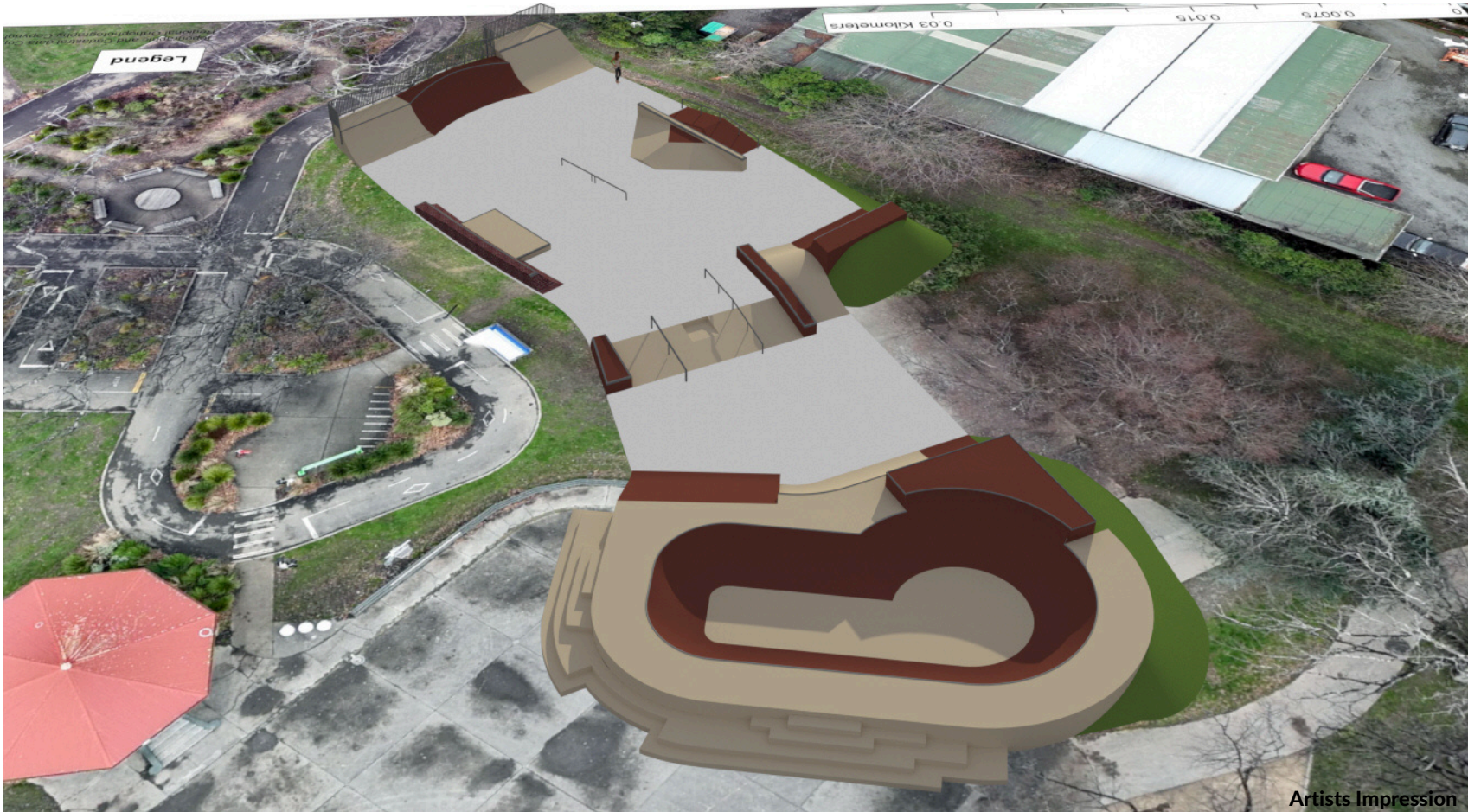
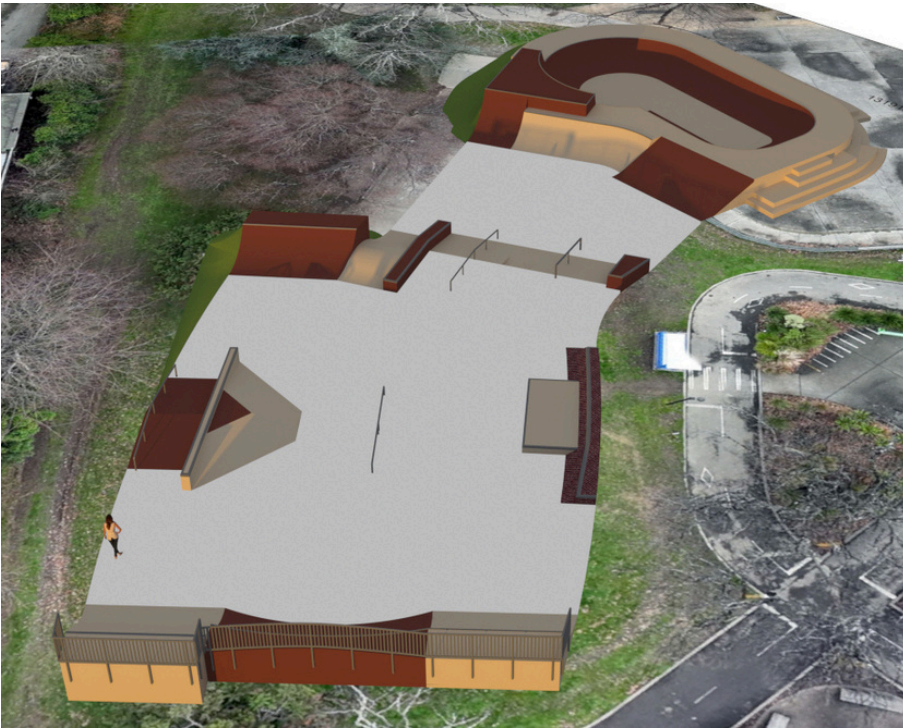
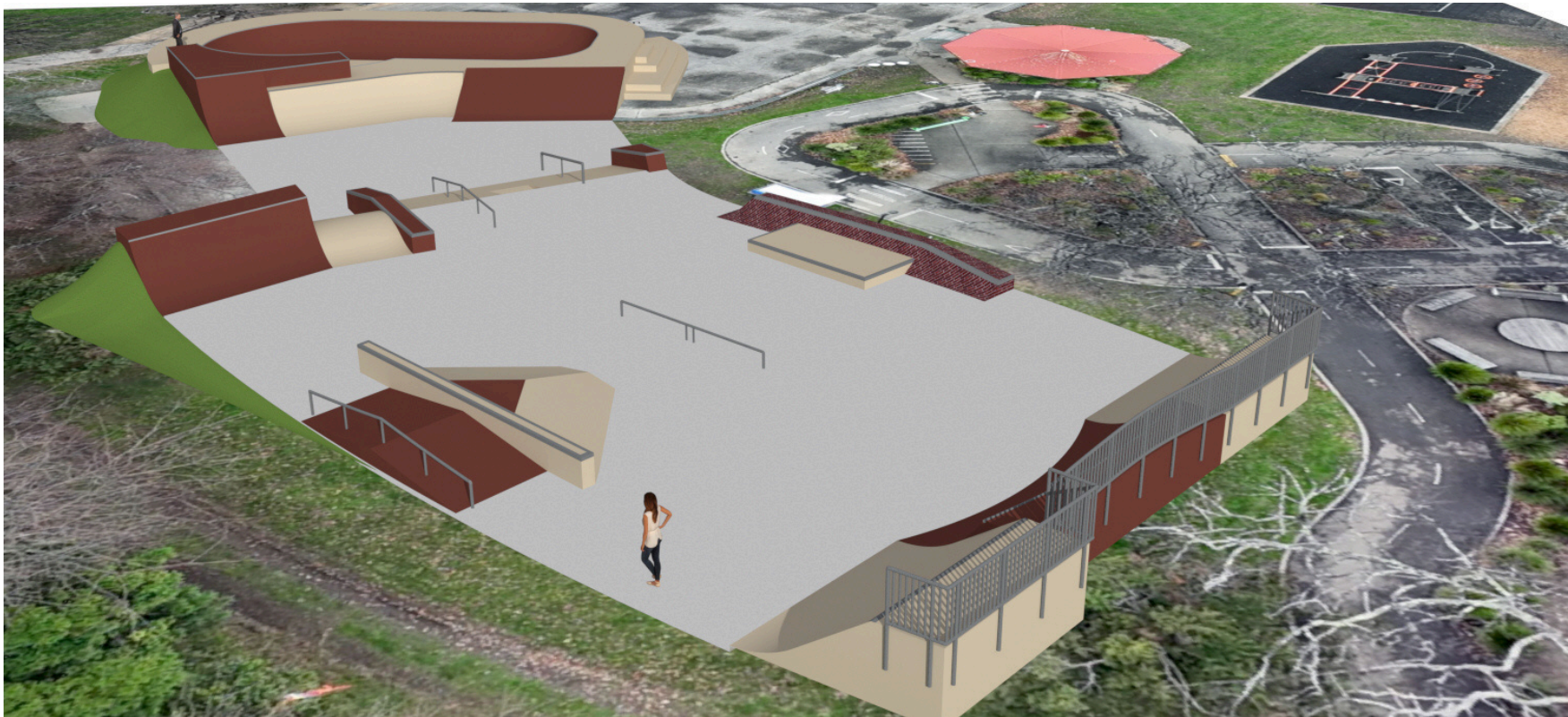
Carterton Skatepark Concept



Carterton Skatepark Concept Design		
Acid NZ Ltd	22/11/2024	

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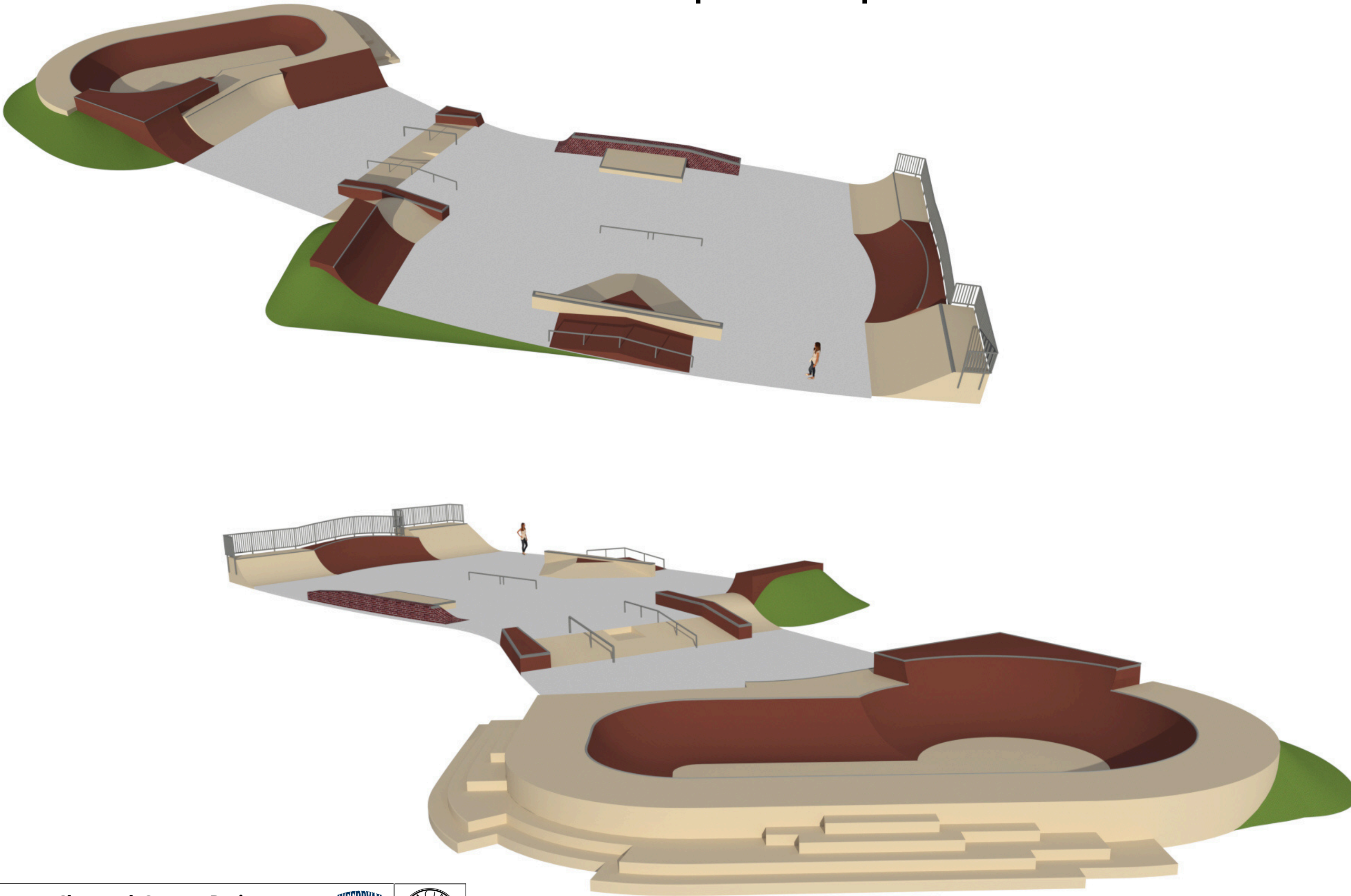
Carterton Skatepark Concept



Artists Impression

Carterton Skatepark Concept Design		
Acid NZ Ltd	22/11/2024	

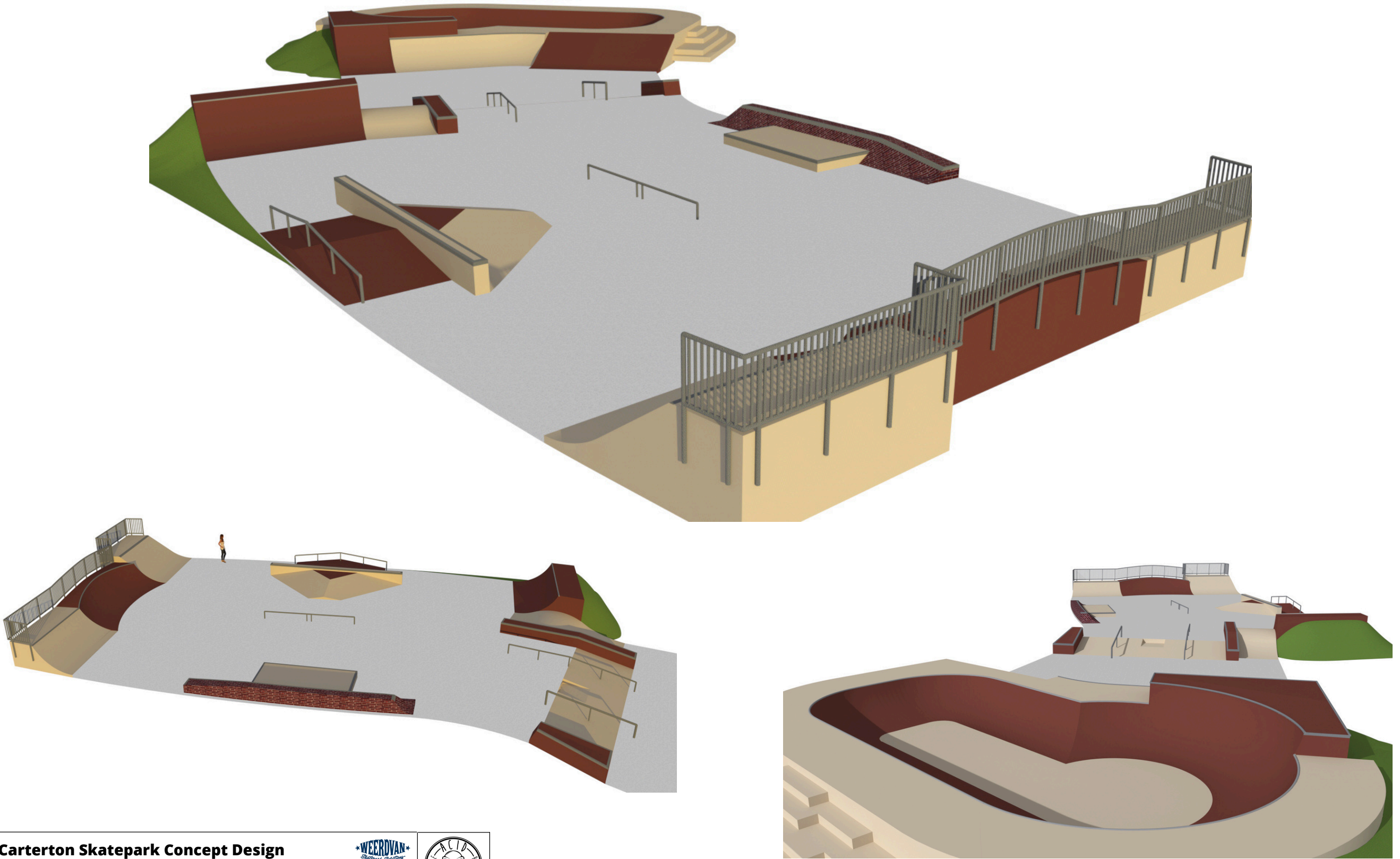
Carterton Skatepark Concept



Carterton Skatepark Concept Design		
Acid NZ Ltd	22/11/2024	

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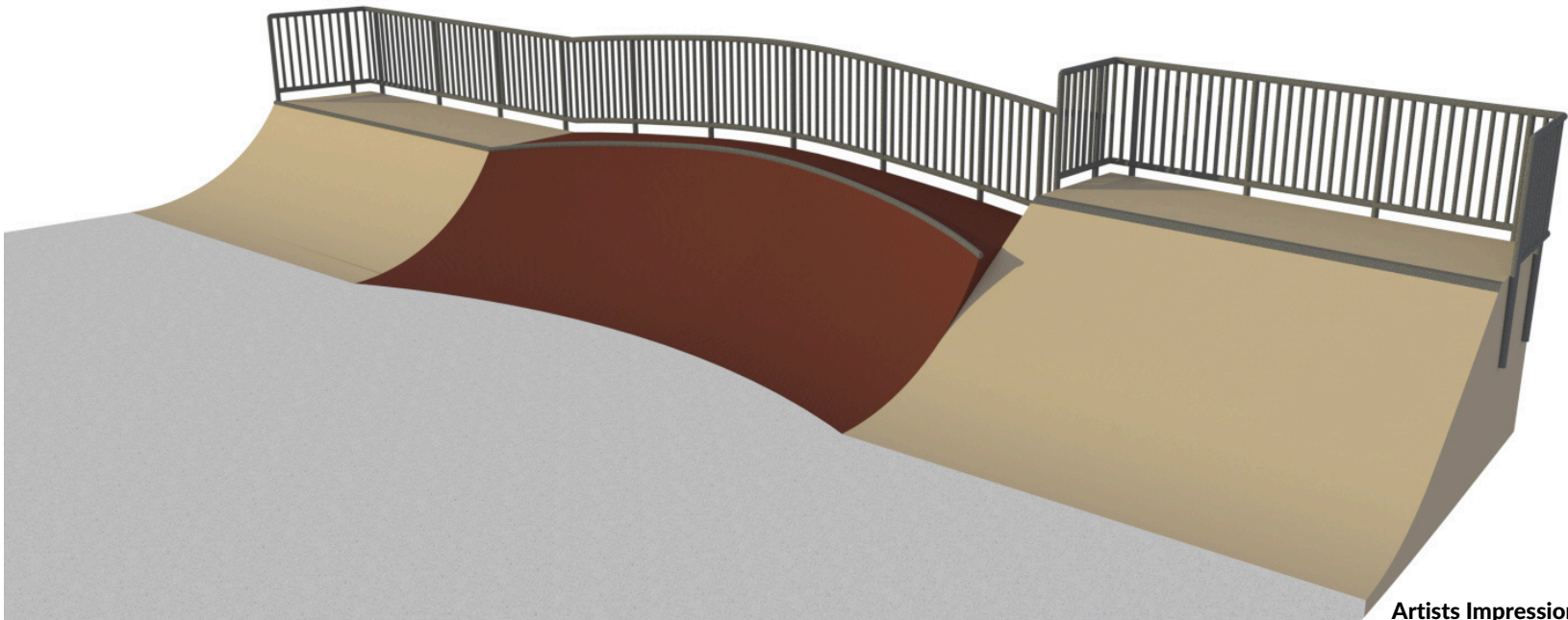
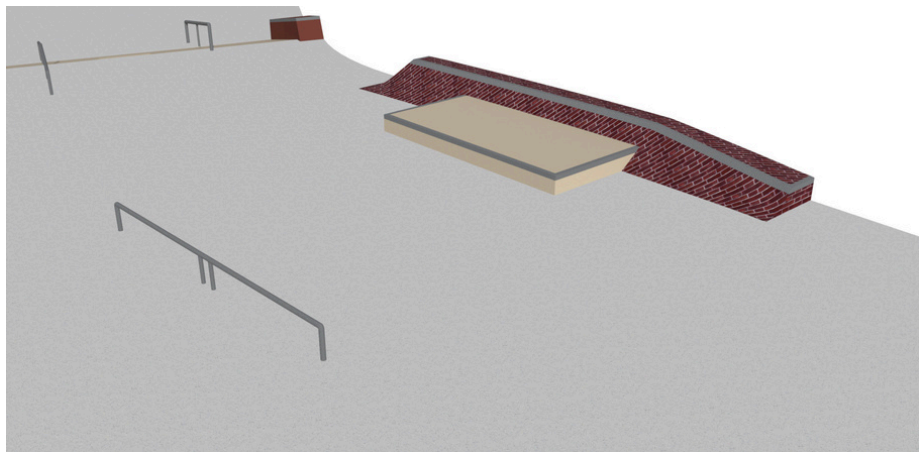
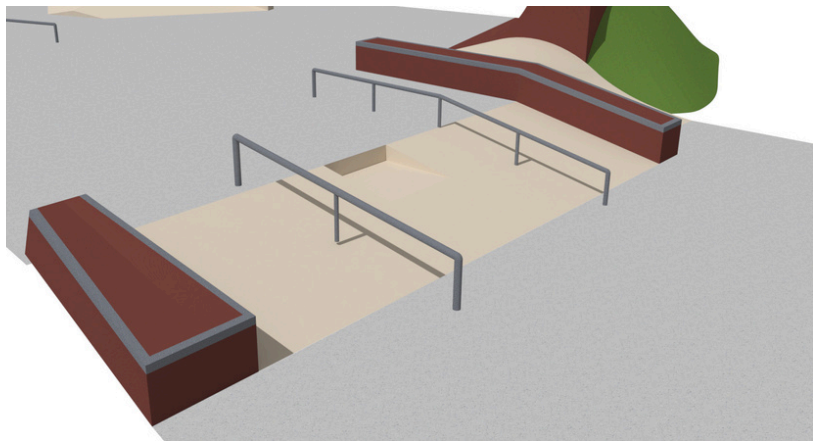
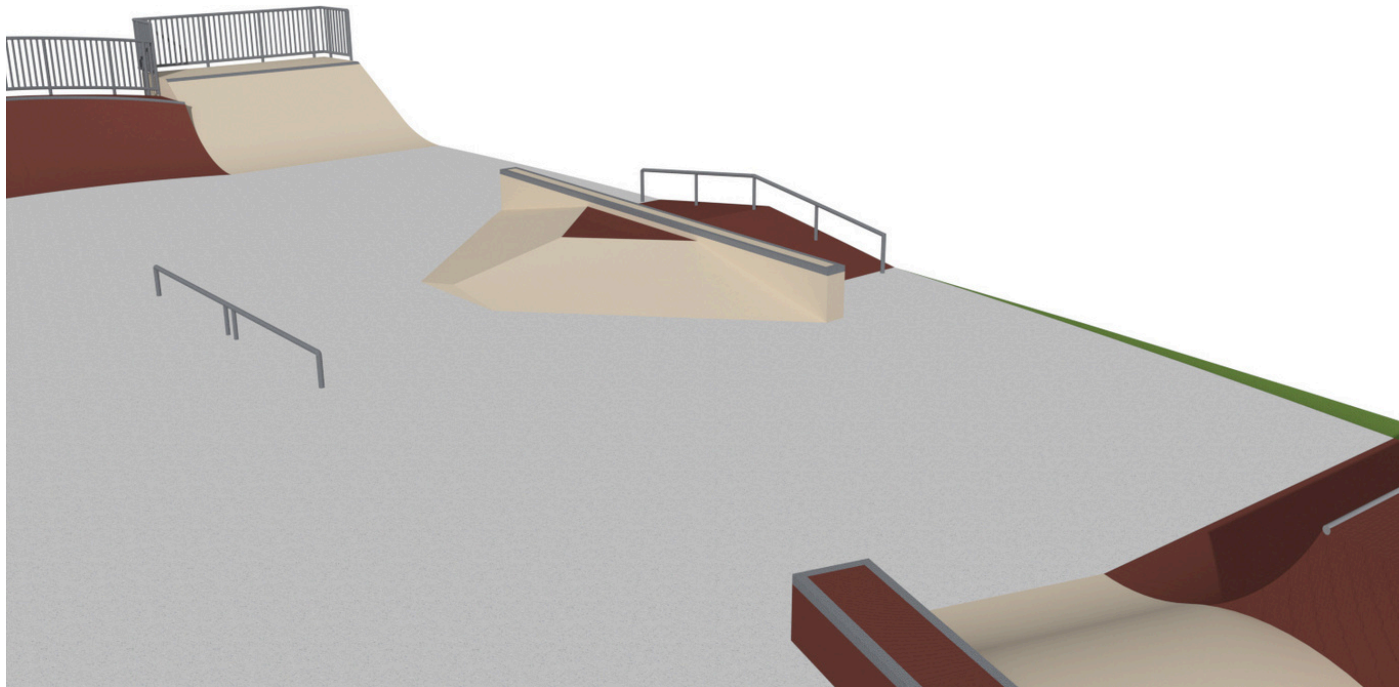
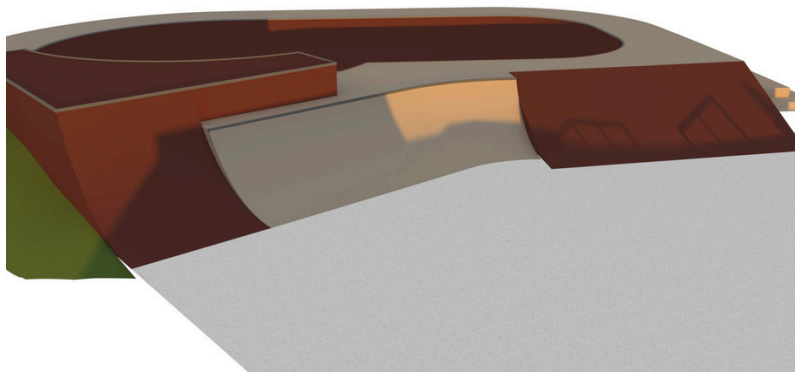
Carterton Skatepark Concept



Carterton Skatepark Concept Design		
Acid NZ Ltd	22/11/2024	

Artists Impression

Carterton Skatepark Concept



Artists Impression

Carterton Skatepark Concept Design

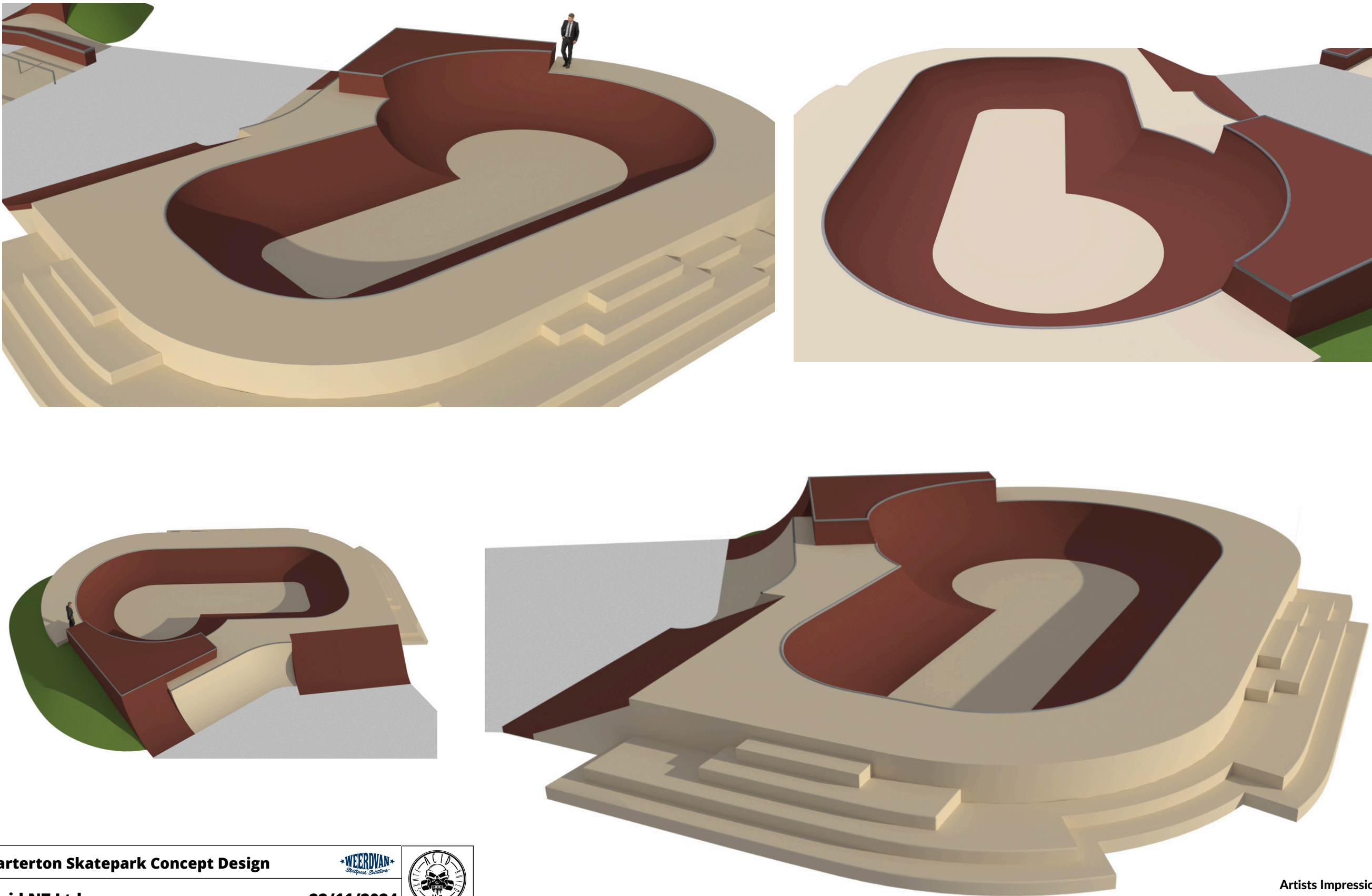
Acid NZ Ltd



22/11/2024



Carterton Skatepark Concept





8.5 WAIRARAPA CONSOLIDATED BYLAW (PART NINE)

1. PURPOSE

The purpose of this report is to seek Council adoption of the draft Part Nine: Water Supply Bylaw Wāhanga Iwa: Kohinga Wai and Ngā Ture ā-Rohe Tōpu o Wairarapa Wairarapa Consolidated Bylaw Statement of Proposal for consultation.

2. SIGNIFICANCE

Council is required to consult using the Special Consultative Process. A communications plan has been prepared.

When consultation opens, all current licensees will be informed. Staff will also give public notice and write to the Minister of Health and Minister of Conservation.

Stakeholders who provided early feedback on the Bylaw will also be informed of the opportunity to submit. We have also identified other parts of our community that are likely to have an interest in the Bylaw who will be notified of the opportunity to have their say.

During the consultation period we will make relevant documentation available including the draft Bylaw, Statement of Proposal, submission form, and Review Findings Report.

3. BACKGROUND

On 14 May 2025 Council received the Draft Consolidated Bylaw, Statement of Proposal and proposed dates for consultation. It was noted in the officer's report that one outstanding item relating to Part Nine: Water Supply was currently undergoing external legal review. This related to Section 14 Estimating Consumption. Legal advice was being sought on Council's ability to estimate water consumption based on previous readings for the purposes of billing if a meter is out of repair, ceases to register, or is removed.

Legal advice has now been received regarding Part Nine: Water Supply, section 14: Estimating Consultation when a water meter is out of repair (clauses 14.3 and 14.4). This advice has triggered changes to these sections of the Bylaw and the Statement of Proposal. Council officers note that full details of the Consolidated Bylaw including Review Findings Report, Local Water Done Well – Implications for Water Services Bylaw, key changes of the proposed Wairarapa Consolidated Bylaw 2019, and the proposed Bylaw can be found in the report from Council on 14 May 2025.

This report for Council, is for consideration of the revised draft Part Nine: Water Supply only. All other parts of the draft Bylaw have been approved for consultation by the Strategy Working Committee. Discussion

Following the legal advice received from Simpson Grierson, council officers noted changes were required for Part Nine: Water Supply. These changes include:

- Improving wording to reflect current and future practices as councils shift to volumetric charging in the region and to reflect current practices regarding the installation of meters on new developments.
- A key part of the initial feedback from Simpson Grierson was around estimation based on previous usage (when there is a broken meter or a leak). Part Nine has been updated to reflect this.
- Additional clarity in the Bylaw around how each Wairarapa Council measures their meters and making sure the wording is fit for purpose for each territorial authority.
- An update has been made to the definition section of Part Nine to reflect the new terms of Check Meter, Meter Reading Period and Totaliser Meter.
- Section 14 has been amended to reflect when the water supply authority will install, supply and maintain a meter on existing and new properties (14.1-14.7). The intention of these updates is to reflect current practice.
- Section 14 has also been updated for charging when there is an unreadable meter or a leak section to comply with the rating act (14.8-14.22).

Refer to **Attachment 1** for the draft Consolidated Bylaw, Part Nine: Water Supply, with tracked changes from what was last presented to Strategy Working Committee on 30 April 2025.

4. OPTIONS

Option		Advantages	Disadvantages
1	Recommended Option – Adopt the revised draft Part Nine: Water Supply of the Wairarapa Consolidated Bylaw and revised Statement of Proposal for consultation	<ul style="list-style-type: none"> - Aligns with legal advice provided on Part Nine and ensures the Bylaw reflects current practice. - Consistent with previous decisions and allows Parts One to Ten of the Bylaw to open for consultation together. - Provides a consistent 	<ul style="list-style-type: none"> - It may take time for the community and staff to become familiar with the new provisions.

Option		Advantages	Disadvantages
		approach throughout Wairarapa region.	
2	<p>Alternative Option – Do not adopt the revised draft Part Nine: Water Supply of the Wairarapa Consolidated Bylaw and revised Statement of Proposal for consultation with a preference to make further amendments.</p> <p>This option would involve referring back to the WPWG for reconsideration.</p>	<ul style="list-style-type: none"> - Advantages would depend on the proposed controls. 	<ul style="list-style-type: none"> - Would likely delay consultation to later in the year and would be inconsistent with previous decisions on the other parts of the Bylaw. - Amendments may be inconsistent with legal advice or stakeholder feedback or not address new problems that have arisen. - This option is not supported by the WPWG and would require additional staff and elected member resource and delay the review.
3	<p>Alternative Option – Do not adopt the revised draft Part Nine: Water Supply of the Wairarapa Consolidated Bylaw and revised Statement of Proposal for consultation.</p> <p>This option would involve referring back to</p>	<ul style="list-style-type: none"> - Consistent approach to the 2019 Bylaw. - Understood by the community. 	<ul style="list-style-type: none"> - Returning to the original drafting of part Nine would mean that the drafting is inconsistent with the LG (Rating) Act current approach. - Will mean that Council is required to supply, install and maintain all meters on all properties, including those

Option		Advantages	Disadvantages
	the WPWG for reconsideration.		on a shared service, likely increasing costs to Council.

Recommended Option

Option 1: Adopt the revised draft Part Nine: Water Supply of the Wairarapa Consolidated Bylaw and revised Statement of Proposal for consultation is recommended. The amendments aim to protect the public from nuisance, promote public health and safety and minimise the potential for offensive behaviour in public places. They also aim to ensure Council's critical infrastructure is protected from damage and misuse. The updates also aim to ensure the Bylaw is easily understood by the community and staff. This option also aligns with the recommendations of the WPWG.

If Council prefers an alternative option it is recommended to refer back to the WPWG for reconsideration. This is because they have delegated authority to support the review and have developed a breadth of understanding of the issues. We would need to consider whether the consultation on the other Parts of the Wairarapa Consolidated Bylaw would continue or if this would delay the review.

5. NEXT STEPS

SWDC agreed to consult on the revised Part Nine: Water Supply and updated Statement of Proposal on 11 June 2025. MDC will consider this report on 25 June 2025.

Subject to adoption by the Wairarapa District Councils, consultation will be undertaken in June/ July 2025. Hearings and deliberations by the WPWG would follow in August.

Following hearings and deliberations, we would draft the amended Bylaw (as required) for finalisation by the Wairarapa District Councils in September 2025. The finalised Bylaw would be publicly notified and is proposed to come into effect from 1 October 2025.

The Bylaw would next be required for review in five years' time in accordance with the LGA.

6. CONSIDERATIONS

6.1 Climate change

There are no environmental/climate change impacts or considerations resulting from the decision to consult on the Bylaw.

6.2 Tāngata whenua

Promoting health and safety and protecting the community from nuisance and offensive behaviour is a key aim of the Bylaw, including for our Māori communities.

The Bylaw aims to reflect the views of our communities, including our Māori communities. We will promote the consultation period to ensure that Mana Whenua have an opportunity to submit on the Bylaw.

6.3 Financial impact

The budget for the review is split across the Wairarapa District Councils according to the Wairarapa Shared Services Funding Policy, under the 'joint policy development' activity. The cost allocation is 52% Masterton District Council, 20% Carterton District Council and 28% South Wairarapa District Council.

Council's contribution towards the costs associated with the review are being met from within existing budgets.

7. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Adopts** the revised Draft Part Nine: Water Supply Bylaw and the Statement of Proposal for consultation.
3. **Notes** the consultation for Part One - Part Ten of the Consolidated Bylaw will take place 25 June – 25 July 2025, and that consultation for Part Eleven: Trade Waste is currently open, closing on 25 July 2025.

File Number: 464561

Author: Solitaire Robertson, Planning and Regulatory Services Manager

Attachments:

1. 2025 Part Nine Water Supply for Council Approval [↓](#)
2. Statement of proposal [↓](#)

Ngā Ture ā-Rohe Tōpu o Wairarapa

Wairarapa Consolidated Bylaw

Wāhanga Iwa: Kohinga Wai

Part Nine: Water Supply



Timatanga | Commencement

The Wairarapa Consolidated Bylaw came into force throughout the Masterton, Carterton and South Wairarapa Districts on 1 September 2025.

Whāngai | Adoption

Date	Summary of Amendments	Adopted By
14 August 2013	Consolidated Bylaw 2012: Parts One to Eighteen	Masterton District Council
31 July 2013	Consolidated Bylaw 2012: Parts One to Six, Parts 8 and 9, Parts Eleven to Sixteen	South Wairarapa District Council
26 June 2019	Wairarapa Consolidated Bylaw 2019: Part Five – Water Supply	Masterton District Council Carterton District Council South Wairarapa District Council
September 2025 (TBC)	Wairarapa Consolidated Bylaw: Part Nine – Water Supply	Masterton District Council Carterton District Council South Wairarapa District Council

Arotakenga | Review

The Wairarapa Consolidated Bylaw is due for review by September 2030. If not reviewed by this date, the bylaw will revoke in September 2032 in accordance with section 160A of the Local Government Act 2002.

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Tuhinga Hāngai | Related Documents

The following legislation is related to Part Nine:

- Building Act 2004
- Building Regulations 1992 Schedule 1 (New Zealand Building Code)
- Fire and Emergency New Zealand Act 2017
- Health Act 1956
- Local Government Act 2002
- Local Government (Rating) Act 2002
- Resource Management Act 1991
- Water Services Act 2021
- Water Services (Drinking Water Standards for New Zealand) Regulations 2022

The following standards and codes are related to Part Nine:

- Taumata Arowai Acceptable Solutions
- Taumata Arowai Aesthetic Values for Drinking Water Notice 2022
- Taumata Arowai Drinking Water Quality Assurance Rules 2022
- Taumata Arowai Drinking Water Quality Assurance (Very Small to Medium Drinking Water Supplies) Amendment Rules 2024
- NZS 4503:2005 Hand Operated Fire-Fighting Equipment
- NZS 4517:2010 Fire Sprinkler Systems for Houses
- OIML R 49-1 2013 (E) Water meters intended for cold potable water and hot water. Part 1: Metrological and technical requirements;
- OIML R 49-2 2006 (E) Water meters intended for cold potable water and hot water. Part 2 Test methods
- OIML R 49-3 2006 (E) and Water meters intended for cold potable water and hot water. Part 3 Test report format
- Wellington Water Limited: Regional Standard for Water Services published dated December 2021 (Version 3.0)

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- SNZ PAS 4509: 2008 New Zealand Fire Service Firefighting Water Supplies Code of Practice

The following other publications are related to Part Nine:

- Wairarapa Combined District Plan

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Kupu Takamua | Foreword

Part Nine is made under section 145 and section 146(b)(ii) of the Local Government Act 2002.

If any provision of this part is inconsistent with Part One – Introductory, then the provisions of this part prevail.

1. Aronga me te Pūtake | Scope and Purpose

1.1. Part Nine enables the Water Supply Authority (WSA) to:

- a) promote the efficient use of water and protect against waste or misuse of water from the water supply network;
- b) protect, promote and maintain public health and safety in relation to the supply of Drinking Water;
- c) manage and provide public water supply services; and
- d) protect the public water supply network from damage, misuse, or interference.

Compliance with other Acts and Regulations

1.2. The supply and sale of water by a WSA is also regulated and controlled by other acts and regulations, and relevant codes and standards. Compliance with this bylaw does not remove the need to comply with the requirements of any Act, regulation or other bylaw. In the event of any inconsistency between this Part and the requirements of any Act or regulation, the Act and regulation prevails.

2. Kuputaka | Definitions

Refer to the Wairarapa Consolidated Bylaw: Part One - Introductory for any definitions not included in this part.

2.1. The following definitions are applicable to Part Nine:

Backflow: means the unplanned reversal of a flow of water or mixtures of water and contaminants into the Water Supply Network.

Backflow Prevention Device: means a device approved by the Council that is designed to prevent Backflow and includes an air gap separation.

Buried Servies: means the WSA's underground systems, networks and infrastructure that deliver water supply to the public via the Water Supply Network.

Catchment: means an area of land which drains to a waterbody from where a public water supply is drawn.

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Check Meter: means a secondary meter used to measure water usage generally installed inside the boundary of a Property, for the purpose of measuring the volume of water consumed by each individual Property where there are multiple Properties sharing a single connection.

Commercial Use: means the use of land and buildings for Commercial Activities as defined in the Wairarapa Combined District Plan.

Corridor Access Request: has the meaning given to it under the National Code of Practice for Utility Operators and "CAR" has a corresponding meaning.

Customer: means a Person who has obtained the right to use or direct the manner of use of, water supplied by the WSA to any Premises.

Detector Check Valve: means a check (non-return) valve which has a positive closing pressure and a metered bypass to measure flows typically associated with leakage or unauthorised use on a dedicated fire supply.

Development Contribution: has the meaning given to it under section 197(2) of the Local Government Act 2002.

Drinking Water: has the meaning given to it under section 6 of the Water Services Act 2021.

Emergency Services: has the meaning given to it under section 4 of the Civil Defence Emergency Management Act 2002.

Extraordinary Supply: means a category of On-Demand Supply including all purposes for which water is supplied other than that of Ordinary Supply and which may be subject to specific conditions and limitations.

Extraordinary Use: means the use of water for purposes other than Ordinary Domestic Use and includes but is not limited to:

- domestic use from spa or swimming pools in excess of 10 m³ capacity
- domestic use from permanent fixed garden or lawn irrigation systems;
- Commercial Use;
- Industrial Use;
- agricultural, horticultural, viticultural, and lifestyle blocks (peri-urban or small rural residential) use;
- fire protection systems (other than sprinkler systems installed to comply with NZ4517) which have prior approval of the Council;
- out of district supply (i.e. supply to a Consumer outside the water supply area); and
- temporary supply.

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FENZ: has the meaning given to it under section 6 of the Fire and Emergency New Zealand Act 2017.

Flow Control Device: means a device used to regulate, direct, or limit the flow of water to a Customer's Premises.

Industrial Use: means the use of land and buildings for Industrial Activities as defined in the Wairarapa Combined District Plan.

Level of Service: means the measurable performance standards on which the WSA undertakes to supply water to its Customers.

Meter: means a device for the purpose of measuring the volume of water consumed.

Meter Reading Period: means the regular interval determined by the WSA at which Meter readings are scheduled or carried out for billing purposes. This may vary between properties.

Metered: means the amount of water being used is measured using a Meter.

National Code of Practice for Utility Operators: means the National Code of Practice for Utility Operators' Access to Transport Corridors pursuant to section 12 of the Utility Access Act 2010 and as updated from time to time.

On-Demand Supply: means a supply which is available on demand directly from the Point of Supply subject to the agreed Level of Service.

Ordinary Supply: means a category of On-Demand Supply used solely for Ordinary Domestic Use.

Ordinary Domestic Use: means the use of water for domestic purposes which is water taken and used for the purpose of providing for individual household use and for human drinking and sanitation needs. Domestic use may include use in a fire sprinkler system to NZS 4517¹, and includes:

- washing down a car, boat or similar;
- garden watering by hand;
- garden watering by a portable sprinkler (subject to the provision of clauses 10.5 and 10.6 Demand Management).

Permit: means written permission or authority issued by an Authorised Officer.

Point of Supply: means the point on the Service Pipe leading from the Water Main to the Premises, which marks the boundary of responsibility and is typically the Customer side of the Service Valve (Toby), unless otherwise specified, and regardless of whether the Service Valve (Toby) is inside or outside the property boundary.

¹ Note: For use from a fire protection system to NZS 4517 to be classified as an Ordinary Use, the Customer should comply with the conditions set under clause 49.1.

Potable Water: means water that does not contain or exhibit any determinants to any extent that exceeds the maximum acceptable values (other than aesthetic guideline values) specified in the New Zealand Drinking Water Standards applicable at the time.

Premises: means the physical location to which a water supply is provided and includes the following:

- a Property;
- a building or part of a building that has been defined as an individual unit by a cross-lease, unit title or company lease and for which a Record of Title is available; or
- land held in public ownership (such as a Reserve) for a particular purpose.

Property: means a property or allotment which is held under a separate Record of Title or for which a separate Record of Title may be issued and in respect to which a building consent has been or may be issued and is a separate Rating Unit and showing on the Rating Information Database.

Ranger: means a person responsible for the management of a WSA controlled catchment area or water reserve.

Rating Unit: has the meaning given to it under sections 5B and 5C of the Rating Valuations Act 1998.

Restricted Flow Supply: means a type of water supply connection where a small continuous flow of water is supplied through a Flow Control Device across an air gap separation, and storage is provided by the Customer to cater for the Customer's demand fluctuations.

Restrictor: means a Flow Control Device fitted to the Service Pipe.

Rural Water Supply Area: means an area formally designated by a WSA within a zone defined as rural in the Wairarapa Combined District Plan that is capable of being serviced by a reticulated Water Supply System.

Service Pipe: means the section of water pipe between a water main and the Point of Supply.

Service Valve (Toby): means the valve at the Customer end of the Service Pipe used to control and/or isolate the supply.

Storage Tank: means any container having a free or enclosed water surface in which water is stored for use.

Supply Pipe: means the section of pipe between the Point of Supply and the Customer's Premises through which water is conveyed to the Premises.

Totaliser Meter: means a primary device, generally installed on the Customer end of the Service Pipe outside the boundary of the Property, for the purpose of measuring the total accumulated quantity of water

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consumption for the entire Property.

Transport Corridor: has the meaning given to it under the National Code of Practice for Utility Operators.

Urban Water Supply Area: means an area formally designated by a WSA within a residential, Commercial, mixed use or Industrial zone in the Wairarapa Combined District Plan as an area serviced by a reticulated Water Supply System.

Water Supply Authority: means the operational unit of the Masterton District Council, Carterton District Council or the South Wairarapa District Council responsible for the supply of water and includes its Authorised Agents and "WSA" has a corresponding meaning.

Water Supply Network: means all those components of the water supply network between the point of abstraction from the natural environment and the point of supply. This includes but is not limited to:

- Catchments, wells, infiltration galleries, intake structures, open raw water storage ponds/lakes, falling mains, treatment plants, treated water reservoirs, trunk mains, service mains, rider mains, pump stations and pumps, valves, hydrants, scour lines, Service Pipes, boundary assemblies, meters, Backflow prevention devices and tobies.

Water Unit: means the basis of measurement of water on a restricted supply scheme (e.g. rural supply or urban extension). A single Water Unit is equivalent to a volume of one cubic metre (1000 litres).

Waterworks: has the meaning given by section 5 of the Local Government Act 2002.

Works Access Permit: has the meaning given to it under the National Code of Practice for Utility Operators and "WAP" has a corresponding meaning.

3. Te Tiaki Kohinga Wai | Protection of Water Supply

Access to Water Supply Network

- 3.1. No person, except the WSA, will have access to any part of the Water Supply Network, except to connect to the Point of Supply as outlined in section 7, and/or to operate the Service Valve.
- 3.2. A Person must not cause damage to or otherwise interfere with any part of the Water Supply Network. Any damage which occurs to any part of the Water Supply Network must be reported to the WSA immediately by the Owner or Occupier of the Premises, or the Person otherwise responsible for causing the damage.
- 3.3. The WSA reserves the right to charge the Owner or Occupier of the Premises, or the Person otherwise responsible for causing the damage, the cost of repairing the damage to the WSA Water Supply Network (including any

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reinstatement or replacement in part if required), and any other consequential costs the WSA incurs as a result of the incident

Fire Hydrants

- 3.4. The right to gain access to, and draw water from, fire hydrants is restricted to:
- a) the WSA, authorised contractors to the WSA, or otherwise as approved by the WSA;
 - b) FENZ personnel for the purpose of FENZ operations;
 - c) Emergency Services; and
 - d) persons with a Permit to draw water, in accordance with the terms and conditions of approval.
- 3.5. To obtain a Permit to draw water from a fire hydrant under section 3.4(d) above, the applicant must submit an application to the WSA with all required information, and pay any prescribed fees. The WSA will review the application and may grant or decline the application at its discretion. If granted, the WSA may (as it sees fit) impose any conditions, including restrictions on the time period during which water can be drawn from the hydrant.
- 3.6. Any Person accessing and drawing water from a fire hydrant in breach of section 3.4 must immediately remove the standpipe when requested to do so by the WSA.
- 3.7. Any Person using a fire hydrant pursuant to clause 3.4(d) is liable to the WSA for any damage or loss caused to the fire hydrant or the Water Supply Network as a result of that use.

Other Uses

- 3.8. The WSA reserves the right to decline, revoke, or modify any written approval to draw water from authorised locations at any time, and may direct water to be drawn only from other alternative locations as approved by the WSA.

4. Te mahi tata ki ngā Ratonga Rōnuku | Working around Buried Services

Explanatory Note:

Protecting the Water Supply Network from damage is vital for public health.

- 4.1. The WSA will keep permanent records ('as-builts') of the location of its Buried Services. This information is available for inspection at no cost to users but charges may apply to provide copies of this information.
- 4.2. Any Person proposing to carry out excavation work or otherwise interfere with land shall, prior to undertaking such work, view the as-built information to establish whether any part of the WSA's Water Supply Network is located in the vicinity of the proposed work, including rural public water supply networks.
- 4.3. At least five working days' notice in writing must be given to the WSA of an intention to excavate in the vicinity of the WSA's Water Supply Network.
- 4.4. Where appropriate, the WSA will mark out on the ground (to within ± 0.5 metres) the location of its services and provide in writing any restrictions on the work it considers necessary to protect the WSA Water Supply Network. The WSA may charge for this service.
- 4.5. Any persons excavating and working around Buried Services:
 - a) within a Transport Corridor or Public Place, must follow any procedures required for obtaining a permit from the appropriate roading authority;
 - b) must take due care to ensure the WSA Water Supply Network is not damaged, and that bedding and backfill are reinstated in accordance with the appropriate WSA specification.
 - c) must report any damage it causes to the WSA Water Supply Network to the WSA immediately.
- 4.6. The WSA reserves the right to charge the cost of repairing the damage to the WSA Water Supply Network (including any reinstatement or replacement in part if required), and any other consequential costs the WSA incurs as a result of the incident.

Explanatory Note:

Excavation within roadways is also subject to the permit process of the appropriate roading authority.

5. Herenga kia Hāngai ai ngā Mahi | Requirement for Compliance of Works

- 5.1. All connections, installations, maintenance, repair works, and any other work on or around the Water Supply Network must be in accordance with this bylaw, relevant regulations, standards and Council policies, unless otherwise agreed by the WSA in writing.

6. Te Tiaki Mātāpuna Wai | Protection of Water Source

Catchment classes

- 6.1. The WSA may designate surface water and groundwater Catchment areas from which untreated water is drawn for the purposes of water supply, as controlled, restricted or open.

Controlled catchments

- 6.2. The following conditions apply to Controlled Catchments:

Entry

- a) No Person may enter a Catchment areas designated as controlled, or any area held by the WSA as a water reserve, unless they are specifically authorised or permitted in writing by the WSA.
- b) Within controlled Catchment areas, unless provided for by the WSA, no person is allowed to:
 - i. camp;
 - ii. take or allow to stray any livestock;
 - iii. bathe or wash anything;
 - iv. deposit any dirt, rubbish or foul material of any kind; or
 - v. defecate.

Permits

- c) No Person shall enter a controlled Catchment to undertake any of the following activities, without a Permit:
 - i. hunting, trapping, shooting, or fishing;
 - ii. lighting or maintaining any fire;
 - iii. taking of any dog or other animal;

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- iv. damaging or destroying any trees, shrubs, or other existing cover, or interference with any property;
 - v. carrying of any firearm or weapon of any kind, any trap or any fishing gear which may be used for the hunting or catching of birds, fish or animals; or
 - vi. use of any pesticide or toxic substance for any purpose whatsoever.
- d) A Permit will allow entry and may forbid, regulate or control any of the above-mentioned activities and the WSA may impose any conditions it considers necessary and appropriate.
- e) A Person may be required to present a medical clearance before an entry Permit will be issued.

Permits to be presented

- f) Unless the WSA allows:
- i. a Person who has been issued with an entry Permit must not enter or leave any controlled Catchment area or land held by the WSA as a water reserve without showing the Permit to the WSA ranger for inspection and notifying the ranger of their intention to enter or leave the area;
 - ii. every Person on any controlled catchment area or land held by the local authority as a water reserve must produce their entry Permit for inspection by the ranger on demand;
 - iii. Permits are non-transferrable; and
 - iv. the WSA may revoke or suspend a Permit at any time, by giving written notice to the holder of the Permit, specifying the duration of the revocation or suspension.

Restricted catchments

- 6.3. Catchment areas which are designated as restricted allow some activities but have the same rules as controlled Catchments for other activities. The activities that may be allowed without restriction include unrestricted entry for:
- a) tramping;
 - b) hunting;
 - c) trapping;
 - d) shooting; and

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- e) fishing.

Open catchments

- 6.4. Open Catchment areas are all other water supply Catchments in the District administered by the WSA that are not controlled or restricted. In open Catchment areas, whether designated or not, there will generally be no specific controls or restrictions on activities other than those that may be contained in any part of the Wairarapa Combined District Plan and National Environmental Standards issued under section 43 of the Resource Management Act 1991.

Spills and Adverse Events

- 6.5. In the event of a spill, or any event which may compromise Potable Water or the Water Supply Network, the Person responsible for the event or spill must advise the WSA immediately. This requirement is in addition to any other notification procedures required by other authorities.
- 6.6. Where the Owner or Occupier of any Premises allows or permits any item or items on the Premises that may potentially contaminate or leach into the water supply and to accumulate on the Premises contained within the Catchment, the WSA may request the Owner or Occupier to contain and remove the item or items using a WSA approved method and location.
- 6.7. If the items in section 6.6 are not removed within the period specified, the Council or its Authorised Agents may remove the items and recover any and all costs, from the Owner or Occupier of the Premises, associated with containment, removal and disposal.

7. Tono Kohinga Wai | Application for Supply

- 7.1. An application is required to:
 - a) obtain a new connection to the Water Supply Network;
 - b) replace an existing connection to the Water Supply Network;
 - c) alter an existing connection to the Water Supply Network, including disconnection from the network,
 - d) change the use of, or demand on, or capacity of the water or Level of Service to their Premises (e.g. changing from Ordinary Domestic Use to Extraordinary Use).
- 7.2. Applications must be made on the prescribed form and must include all information required by the WSA, and be accompanied by the prescribed fees.

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- 7.3. Applications must be made on the prescribed form and must include all information required by the WSA, and be accompanied by the prescribed fees.
- 7.4. Applications to disconnect from the Water Supply Network must be submitted at least 20 working days' before the requested disconnection date. Disconnection is at the Customer's expense.
- 7.5. On receipt of a complete application the WSA will either:
- a) approve the application, subject to conditions the WSA considers appropriate, including conditions to comply with relevant regulations, standards and policies, and notify the applicant of any requirements or applicable conditions; or
 - b) refuse the application and notify the applicant of the decision giving the reasons for refusal;
 - c) request further information to be supplied by the applicant within a specified timeframe.
- 7.6. The WSA will determine the sizes of all pipes, fittings and any other equipment, up to the Point of Supply. The WSA will supply and install the Service Pipe up to the Point of Supply at the applicant's cost, or may allow the supply and installation of the Service Pipe to be carried out by an approved contractor in the case of new subdivision servicing.
- 7.7. The applicant must have the authority to act on behalf of the owner of the premises for which the supply is sought and produce written evidence of this if required.
- 7.8. Approved applications that have not been actioned within six months of the date of approval will lapse unless a time extension has been approved. Any refund of fees and charges will be at the discretion of the WSA.

Prescribed charges for connections

- 7.9. Charges applicable at the time of connection may include:
- a) payment to the WSA for the cost of the physical works required to provide the connection;
 - b) a Development Contribution determined in accordance with the LGA; or
 - c) a financial contribution charge determined in accordance with the Resource Management Act 1991.

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8. Te Pito Kohinga Wai | Point of Supply

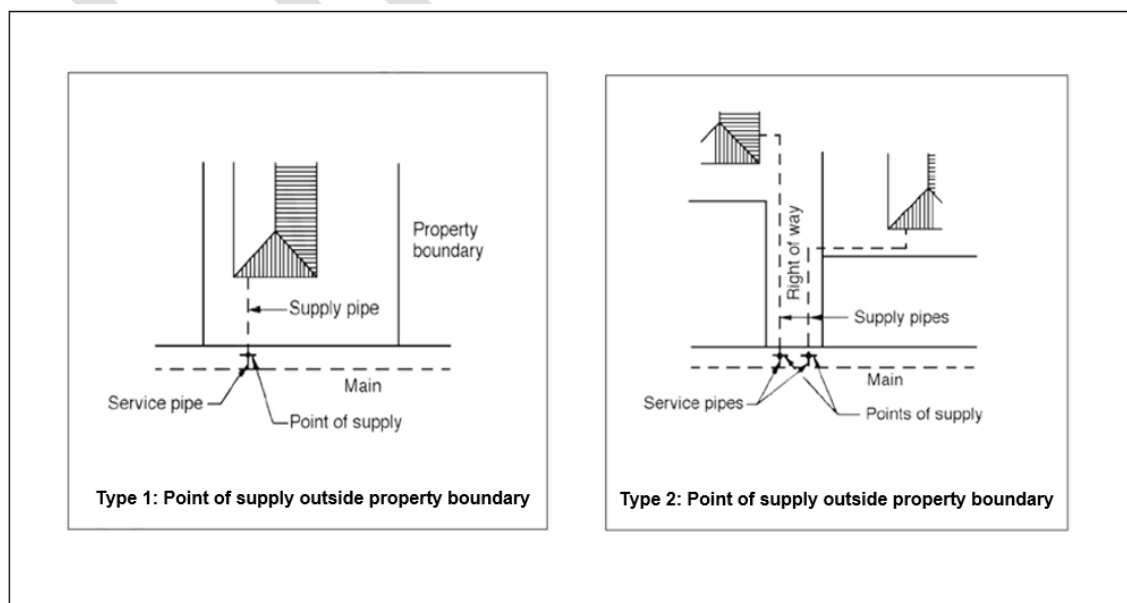
Single Ownership

- 8.1. For each individual Customer there will only be one Point of Supply, unless otherwise approved by the WSA.
- 8.2. For individual Customers the Point of Supply will be located as shown in Figure 1 or as close as possible where fences, walls, or other permanent structures make it difficult to locate it at the required position. Other positions require WSA approval.
- 8.3. The typical layout at a Point of Supply is shown in Figure 2.
- 8.4. The WSA does not guarantee the serviceability of the Service Valve located on the Service Pipe. Where there is no customer stopcock, or where maintenance is required between the Service Valve and the customer stopcock (i.e. to identify a private leak), the Customer may use the Service Valve to isolate the supply (this valve is not to be used to manage the private supply, a private shut off valve on the Supply Pipe may be installed for this purpose). The WSA reserves the right to charge the Customer for the cost of any maintenance, repair, or replacement of the Service Valve if damage occurs during this use.

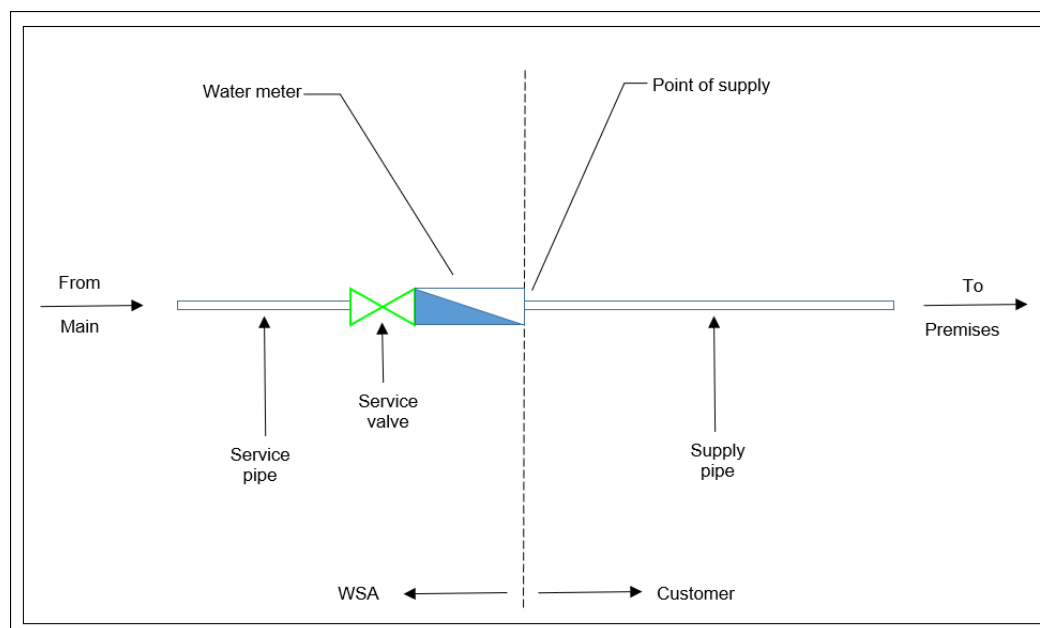
Explanatory Note:

Refer to section 15 of this bylaw for ownership, maintenance and other responsibilities relating to water supply.

FIGURE 1 – POINT OF SUPPLY LOCATION – INDIVIDUAL CUSTOMERS



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FIGURE 2 – TYPICAL LAYOUT AT POINT OF SUPPLY

Multiple Ownership

- 8.1 The Point of Supply for the different forms of multiple ownership of Property is as follows:
- for Company Share/Block Scheme (Body Corporate) – as for single ownership;
 - for Leasehold/Tenancy in Common Scheme (Cross Lease), Strata Title, Unit Title (Body Corporate) and any other form of multiple ownership – each Customer shall have an individual supply with the location of the Point of Supply to be determined by agreement with the WSA. In specific cases other arrangements may be acceptable, subject to individual WSA approval.
- 8.2 For a multiple ownership supply which was in existence prior to this bylaw coming into effect, the Point of Supply will be the arrangement that existed at that time, or as determined by agreement with the WSA.

9. Te Whaiwāhi ki te Pito Kohinga Wai | Access to Point of Supply

- 9.1. Where the Point of Supply is on private property the Customer must allow the WSA access to, and about the Point of Supply between 7.30am and 6.00pm on any day for:
- a meter reading without notice; or
 - checking, testing and maintenance work with notice being given whenever possible.

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- 9.2. Outside the hours in section 9.1 above (such as for night-time leak detection) the WSA will give notice to the Customer.
- 9.3. If access is not provided at the times mentioned in sections 9.1 and 9.2, and the WSA needs to make another visit, a fee may be charged for 'meter reading by appointment.'
- 9.4. In accordance with section 173 of the Local Government Act 2002, in the case of a sudden emergency causing or likely to cause loss of life or injury to any person, or damage to property or the environment, or there is danger to any works or adjoining property, the WSA may enter the Property without giving prior notice and the Customer shall allow the WSA unobstructed access to, and about the Point of Supply at any time.

10. Ngā Momo Kohinga | Types of Supply

- 10.1. Water supplies shall be classified as either On-Demand or Restricted Flow and the use of water from the supply shall be either Ordinary Domestic Use or Extraordinary Use.
- 10.2. Properties in a rural area are not eligible for connection to the Water Supply Network unless specifically approved by the WSA. Should the WSA approve a new connection for a Property in a rural water supply area, a Restricted Flow supply for Ordinary Domestic Use will be provided, but not necessarily with firefighting capability.

On-Demand: Ordinary Supply

- 10.3. Every Premises is entitled to an Ordinary Supply of water subject to the following conditions:
 - a) the Premises are located within an Urban Water Supply Area;
 - b) the exclusion of its use under any restrictions made by the WSA under section 11.5 (Demand Management);
 - c) payment of the prescribed charges in respect of supply to those Premises;
 - d) payment of any other charges or costs associated with subdivisional development; and
 - e) compliance with the conditions of this part.
- 10.4. Ordinary Domestic Use of water supplied by the WSA will normally be Metered and the cost of such use (allocated and extra over and above) must be in accordance with sections 9, 15-19, 101-103 of the Local Government (Rating) Act 2002, and as set through the Council's annually reviewed fees and charges.

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On-Demand: Extraordinary Supply

- 10.5. The WSA is under no obligation to provide an Extraordinary Supply of water (see also the provisions of section 11 and section 12.4).
- 10.6. Extraordinary Supply of water is normally measured by way of a Meter and charged for in accordance with section 10.4 above.
- 10.7. Where the Extraordinary Supply is for fire protection only, this supply will not normally be metered.

Restricted Flow Supply

- 10.8. Restricted Flow Supply is available to Premises within a designated area or areas only, or under special conditions set by the WSA.
- 10.9. The water supply will be restricted to deliver the agreed number of Water Units at a steady flow rate.
- 10.10. The WSA will charge for the Restricted Flow Supply by either:
 - a) the volume passing through a Meter; or
 - b) a volume of 365m³ per year delivered at the rate of 1m³ per day; or
 - c) the agreed number of Water Units.

11. Te rere tonu o te Kohinga | Continuity of Supply

Continuity of supply and uninterrupted service

- 11.1. The WSA provides water in accordance with the agreed Level of Service. For periods where the Level of Service allows non-compliance with the specified value(s), the WSA will make every reasonable attempt to achieve the specified value(s).
- 11.2. Due to practical and physical limitations, the WSA does not guarantee an uninterrupted or constant supply of water in all circumstances, nor the continuous maintenance of any particular pressure.
- 11.3. Where works of a permanent or temporary nature are planned which will affect an existing supply, the WSA will consult with, inform or give notice to all known customers likely to be substantially affected.
- 11.4. If a Customer has a particular requirement for an uninterrupted level of service (flow, pressure, or quality), it is the responsibility of that Customer to provide any storage, back-up facilities, or equipment necessary to provide that Level of Service.

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Demand management

- 11.5. The Customer must comply with any restriction or other conservation measures, which may be approved by the WSA to manage high seasonal or other demands. Restrictions will be advised by public notice.
- 11.6. Even when such restrictions apply the WSA will take all practicable steps to ensure that an adequate supply for Ordinary Domestic Use is provided to each Point of Supply.

Emergency restrictions

- 11.7. During an emergency the WSA may restrict or prohibit the use of water for any specified purpose, for any specified period, and for any or all of its Customers. Such restrictions will be publicly notified in the most effective way to suit the particular circumstance.
- 11.8. Where immediate action is required, any restriction or prohibition may be imposed by the manager of the WSA, subject to subsequent Council ratification.
- 11.9. Nothing in this Bylaw affects any emergency powers which may be exercised by Taumata Arowai under the Water Services Act 2021.

Supply during maintenance and repair

- 11.10. Wherever practical, the WSA will make every reasonable attempt to notify the Customer of a scheduled maintenance shutdown of the supply before the work commences. Where immediate action is required and notification is not practical, the WSA may shut down the supply without notice.

Liability

- 11.11. The WSA will endeavour to meet the level of service requirements set out in section 11.1, but is not liable for any loss, damage or inconvenience as a result of deficiencies in, or interruptions to, the water supply.

12. He Hononga Kaupare Ahi | Fire Protection Connection

- 12.1. Any application for a connection to the Water Supply Network for fire protection purposes must be submitted on the prescribed form and accompanied by any prescribed fee.
- 12.2. The WSA may grant an application made under clause 12.1, subject to any conditions specified by the WSA.
- 12.3. It is the Customer's responsibility to confirm with the WSA and monitor whether the supply available is adequate for their intended use.

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- 12.4. Where the supply of water to any Premises is Metered, the WSA may allow the supply of water for the purposes of firefighting to be made in a manner which bypasses the Meter, provided that:
- a) the drawing of water is possible only in connection with the sounding of an automatic fire alarm or the automatic notification of the fire brigade; and
 - b) a WSA approved detector check valve has been fitted on the Meter bypass.
- 12.5. Any unmetered connection provided to supply water to a fire protection system shall not be used for any purpose other than firefighting and testing the fire protection system.
- 12.6. Where a fire connection has been installed or located so that it is likely or possible that water may be drawn from it by any person for purposes other than firefighting, the WSA may require the supply to be Metered.
- 12.7. Where the supply of water to any premises is Metered, fire hose reels shall be connected only to the Metered supply, not to the fire protection system. The water supply to fire hose reels shall comply with the requirements of NZS 4503.
- 12.8. Water used for the purpose of extinguishing fires shall be supplied free of charge. Where the fire protection connection is Metered and water has been used for firefighting purposes, the WSA shall estimate the quantity of water so used, and credit to the customer's account an amount based on such an estimate.
- 12.9. Customers intending to test fire protection systems in a manner that requires a draw-off of water shall obtain the approval of the WSA beforehand. Water used for routine flushing and flow testing does not constitute waste but the quantity of water used may be assessed and charged for by the WSA.

13. Kaupare Wairere Whakamuri | Backflow Prevention

- 13.1. The Customer and WSA have responsibilities under the Building Act 2004 and the Water Services Act 2021 to take all necessary measures to ensure that water drawn from the Water Supply Network does not return to that supply.

- 13.2. Notwithstanding section 13.2, the WSA may install a Backflow Prevention Device on the WSA side of the Point of Supply where the Customer cannot demonstrate that the risk of Backflow is adequately managed. The WSA may require the Customer to reimburse the costs of installation, maintenance and ongoing testing of the Backflow Prevention Device.

Explanatory Note:

As at the date the bylaw comes into force, responsibilities to ensure that water drawn from the Water Supply Network does not return to that supply include:

- a) providing adequate Backflow prevention either by providing an adequate air gap, or by the use of an appropriate Backflow Prevention Device; and
- b) ensuring there is no cross-connection between the WSA Water Supply Network and:
 - i. any other water supply (Potable Water or non-Potable Water);
 - ii. any other water source;
 - iii. any Storage Tank; or
 - iv. any other pipe, fixture or equipment containing chemicals, liquids, gases, or other non-drinking water substances.

Fire protection systems that include appropriate Backflow prevention measures would generally not require additional Backflow prevention, except in cases where the system is supplied by a non-Potable Water source or a Storage Tank or fire pump that operates at a pressure in excess of the WSA's normal minimum operating pressure.

14. Ine-Wai me ngā Taputapu Aukati Wai | Meters and Restrictors

Installation and location

- 14.1. All Meters and Restrictors will be located in a position where they are readily accessible for reading and maintenance by the WSA, and if practicable immediately on the WSA side of the Point of Supply (refer Figure 2).

Installation for existing rateable properties

- 14.2. For existing rateable Properties (residential or commercial) that have an unmetered supply as at the date the Bylaw comes into force, the WSA will supply and install a Meter for On-Demand Supply, and Restrictors for Restricted Flow Supply where a Restrictor is required by the WSA. The WSA will own these devices and will be responsible for the ongoing maintenance of them.

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14.3. For existing rateable Properties (residential or commercial) that share a single connection, the WSA will supply and install a Totalising Meter and a Restrictor for Restricted Flow Supply where a Restrictor is required by the WSA. The WSA will own these devices and will be responsible for maintenance of them.

14.4. For existing rateable Properties that share a single connection, the WSA may supply a Check Meter upon request by the Customer, which shall be installed by the Customer in accordance with the WSA's directions. The WSA will own the Check Meter and will be responsible for the maintenance of it once installed.

Installation for new rateable properties

14.5. For new rateable Property connections (residential or commercial) that are developed after the date the Bylaw comes into force, the Customer or developer will supply and install a Meter for On-Demand Supply, and a Restrictor for Restricted Flow Supply where a Restrictor is required by the WSA, for each rateable Property. The Meter or Restrictor will be installed in accordance with section 14.1 of the Bylaw, and any further requirements of the relevant resource consent. These devices shall become the property of the WSA upon installation and the WSA shall be responsible for maintenance of them.

Accuracy

- 14.6. Meters will be tested as and when required by the WSA or as prescribed in OIML R 49-2 2006 (E) water Meters intended for cold potable water and hot water. Part 2 Test methods.
- 14.7. The maximum permissible error for the upper flow rate zone ($Q_2 < Q < Q_4$) is ± 2 per cent, for temperatures from 0.3°C to 30°C and the maximum permissible error for the lower flow rate zone ($Q_1 < Q < Q_2$) is ± 5 per cent. This accuracy will be applied to all water meters with $Q_3 < 100$ m³/h and may be applied to water meters with values of $Q_3 > 100$ m³/h. The flow restrictors must be accurate to within ± 10 per cent of their rated capacity .
- 14.8. Any Customer who disputes the accuracy of a Meter or Restrictor may apply to the WSA for it to be tested provided that it is not within three months of the last test. If the test shows non-compliance with the accuracy in clause 14.4, the Customer will not be charged for the test. If the test shows compliance, the Customer must pay a fee in accordance with the WSA current fees and charges.
- 14.9. Test reports from Meter testing under 14.3 shall be made available as prescribed in OIML R 49-3 2006 (E) and Water meters intended for cold potable water and hot water. Part 3 Test report format.
- 14.10. The variation in the error curve shall not exceed 3 per cent for flow rates in the lower zone and 1.5 per cent for flow rates in the upper zone. For the purpose

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of determining these requirements the mean values of the errors (of indication) at each flow rate will apply.

- 14.11. The curves must not exceed a maximum error of ± 6 per cent for flow rates in the lower zones and ± 2.5 per cent for flow rates in the upper zones.
- 14.12. Restrictors will be tested by measuring the quantity that flows through the Restrictor in a period of not less than one hour at the expected minimum operating pressure. A copy of independent certification of the test result is available to the Customer on request.

Adjustment

- 14.13. If any Meter, after being tested, is found to register a greater or lesser consumption than the quantity of water actually passed through such a Meter, the WSA shall make an adjustment in accordance with the results shown by such tests, backdated for a period at the discretion of the WSA but not exceeding 12 months, and the Customer shall pay a greater or lesser amount according to the adjustment.
- 14.14. Where a Meter is under-reading by more than 20 per cent or has stopped, the WSA reserves the right to charge for the amount of water assessed as having been used over the past billing period, taking into account any seasonal variations in demand.
- 14.15. Where a Meter is over-reading, the WSA shall make appropriate adjustments to the Customer's invoice(s), based on a period of similar use and backdated to when it is agreed the over-reading is likely to have occurred.

Charging when a meter is unreadable

- 14.16. Where a Property is supplied with water through a Metered connection but the Meter cannot be read by the WSA at one or more of the scheduled Meter Reading Periods due to one or more of the following reasons:

- (a) the Meter is damaged, removed, or otherwise rendered inoperable;

- (b) the Meter has been tampered with or interfered with in a way that prevents a reading;

- (c) the Meter is otherwise unable to be accessed or read

then the WSA may apply a fixed water usage charge to the Customer instead of a charge based on an actual metered consumption for the relevant period.

- 14.17. The fixed charge shall be calculated for the Meter Reading Period during which the Meter was unreadable). The fixed charge shall be determined by the WSA by resolution and included in the WSA's Fees and Charges Schedule and shall be applied in accordance with that Schedule.

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14.18. If the Meter is restored so that it is readable partway through a Meter Reading Period, the WSA may apply a pro-rata fixed charge, based on the proportion of the Meter Reading Period during which the Meter remained unreadable. Once a Meter becomes readable, volumetric charges shall resume from the date and time of the successful reading onwards.

Charging when there is a leak

14.19. The Customer is responsible for leak detection and repair on their property as set out in section 15.4.

14.20. If Metering shows a significant increase in consumption for a Premises, and the increase is established as being caused by a previously unknown leak, the WSA may grant a waiver of the costs associated with excessive usage, provided that the Customer produces evidence by way of an invoice that a tradesperson has investigated, located and repaired the leak in a timely manner, or other appropriate evidence of the repair identified by the WSA.

Incorrect amounts

14.21. Where a situation occurs, other than as provided for in sections 14.13 and 14.14, where the recorded consumption does not accurately represent the actual consumption on a Property, the account shall be adjusted using the best information available to the WSA. Such situations include, but are not limited to, misreading of the Meter, errors in data processing, Meters assigned to the wrong account, and unauthorised supplies.

14.22. Where an adjustment is required, in favour of the WSA or the Customer, this shall not be backdated more than 12 months from the date the error was detected.

15. Pupuri Mana, Whakahaere me Ētahi atu Haepapa Kohinga Wai | Ownership, Maintenance and Other Responsibilities Relating to Water Supply

Ownership, care and maintenance

15.1. The WSA owns and maintains the Service Pipe, Service Valve, and fittings up to the Point of Supply, including any Meters where fitted.

15.2. The Customer owns and must maintain the Supply Pipe beyond the Point of Supply.

15.3. The Customer must maintain the area in and around the Point of Supply keeping it free of soil, growth, or other matter or obstruction which prevents, or is likely to prevent convenient access.

Prevention of water loss and waste

15.4. The Customer must not waste the water or allow it to be wasted. Wasting or allowing it to be wasted includes without limitation allowing water to run to Wairarapa Consolidated Bylaw: Part Nine – Water Supply
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waste from any pipe, tap, or other fitting, allowing leaks to continue unrepaired, allowing the condition of the plumbing within the Property to deteriorate to the point where leakage or wastage occurs.

- 15.5. The Customer must not use water or water pressure directly from the Point of Supply for driving lifts, machinery, educators, generators, or any other similar device, unless specifically approved.
- 15.6. The Customer must not use water for a single pass cooling system or to dilute trade waste prior to disposal, unless specifically approved.

Plumbing system

- 15.7. Quick-closing valves, pumps, or any other equipment which may cause pressure surges or fluctuations to be transmitted within the Water Supply Network, or compromise the ability of the WSA to maintain its stated levels of service must not be used on any piping beyond the Point of Supply. In special circumstances such equipment may be approved by the WSA at its discretion.

Inspection

- 15.8. Subject to the provisions of the LGA, the Customer must allow the WSA access to any area of the Premises (excluding a dwellinghouse unless the entry is authorised by a warrant given by an issuing officer within the meaning of section 3 of the Search and Surveillance Act 2012)) for the purpose of determining compliance and/or detecting a breach of this bylaw.

16. Whakahaere | Administration

Payment

- 16.1. The Customer will be liable to pay for the supply of water and related services in accordance with the fees and charges which Council may determine by resolution, publicly notified.
- 16.2. The WSA may recover all unpaid water charges in the manner prescribed in sections 57 to 82 of the Local Government (Rating) Act 2002.

Transfer of rights and responsibilities

- 16.3. The Customer must not transfer to any other party the rights and responsibilities set out in this bylaw.
- 16.4. A supply pipe will serve only one customer and must not extend by hose or any other pipe beyond that Customer's Property.
- 16.5. Any water which the Customer draws from the WSA Water Supply Network must not be provided to any other party without approval of the WSA.

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Change of Ownership

- 16.6. In the event of a Premises changing ownership, the WSA will record the new owner as being the Customer at that Premises. Where a Premises is Metered, the outgoing Customer must give the WSA five working days' notice to arrange a final meter reading.

17. Whakaūnga | Enforcement

Offences and Penalties

- 17.1. Any Person who breaches this part of the bylaw commits an offence and may be liable on conviction to a penalty under section 242 of the LGA. Refer to Wairarapa Consolidated Bylaw 2025: Part One - Introductory (section 15.2) for details of what broadly constitutes a breach of this part.
- 17.2. To avoid any doubt, breaches include but are not limited to:
- a) providing an incorrect application which fundamentally affects the provisions;
 - b) failure by the Customer to comply with any duty, obligation or condition
 - c) imposed by this part;
 - d) failure to meet any obligation placed on the Customer under all current legislation and regulations;
 - e) frustration of the WSA's ability to adequately and effectively carry out its obligations;
 - f) an act or omission including but not limited to any of the following:
 - i. failure to pay the appropriate charges by the due date;
 - ii. failure to repair a leak, or in any way willfully allowing water to run to waste, or to be misused;
 - iii. the fitting of quick-closing valves, pumps, or any other equipment which may cause pressure surges or fluctuations to be transmitted within the Water Supply Network, or compromise the ability of the WSA to maintain its stated levels of service (subject to section 15.7);
 - iv. failure to prevent backflow (see section 13);
 - v. failure to comply with water use restrictions or prohibitions introduced by the WSA for any specified purpose;
 - vi. using water or water pressure directly from the supply for driving lifts, machinery, educators, generators, or any other similar device, unless specifically approved by the WSA;

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- vii. using water for a single pass cooling or heating system, or to dilute trade waste prior to disposal, unless specifically approved;
- viii. extending by hose or any other pipe a private water supply beyond that Customer's Property;
- ix. providing water drawn from the WSA Water Supply Network to any other party without approval of the WSA;
- x. taking water from a fire hydrant without a Permit;
- xi. misuse of or interference with the Water Supply Network, including accidental or intentional damage; or
- xii. any unauthorised connection to the Water Supply Network.

Removal of works and recovery of costs

- 17.3. In the event of a breach, the WSA will serve notice on the Customer advising the nature of the breach and the steps to be taken to remedy it. If, after one week, the Customer persists in the breach, the WSA reserves the right, in accordance with section 193 of the Local Government Act 2002 and section 25(7) of the Water Services Act 2021, to reduce the flow rate of water to the Customer without notice. In such an event the full service of the supply will be re-established only after payment of the appropriate fee and remedy of the breach to the satisfaction of the WSA.
- 17.4. Where a Customer fails to carry out the necessary work to repair an ongoing leak after being served notice by the WSA in accordance with section 17.3, the WSA may repair the leak and charge the Customer all associated costs, including for the cost of water lost as a result of the leak.
- 17.5. If the breach requires the WSA to disconnect the supply for health or safety reasons the disconnection will be carried out immediately.
- 17.6. Any tampering or interfering with WSA equipment, either directly or indirectly, constitutes a breach. Without prejudice to its other rights and remedies, the WSA is entitled to estimate (in accordance with sections 14.13 and 14.14) and charge for the additional water consumption not recorded or allowed to pass where a Meter or Restrictor has been tampered with, and recover any costs incurred.

Explanatory Note:

As at the date the Bylaw comes into force, a Person who is convicted of an offence against Part Nine is liable to a fine not exceeding \$20,000 in accordance with section 242 of the Local Government Act 2002;

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HE TAUĀKĪ TŪTOHU O NGĀ TURE Ā-
ROHE TŌPU O WAIRARAPA

Statement of Proposal: Wairarapa Consolidated Bylaw

DRAFT



IHIRANGI

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WHAKARĀPOPOTOTANGA TAIPITOPITO

SUMMARY OF INFORMATION

This summary of information is prepared in accordance with section 83AA of the Local Government Act 2002 (LGA).

The Masterton, Carterton and South Wairarapa District Councils (Wairarapa District Councils) are seeking feedback on a proposed Wairarapa Consolidated Bylaw (the Bylaw).

Bylaws are local laws made by councils under national legislation. We make bylaws for our communities when we think it's necessary to:

- protect the public from nuisance,
- maintain, promote and protect public health and safety,
- minimise the potential for offensive behaviour in public places, or
- regulate certain activities or manage particular Council infrastructure (as provided for under section 146 of the LGA).

The Bylaw is proposed to replace the Wairarapa Consolidated Bylaw 2019 which will expire next year.

The Bylaw controls a broad range of matters such as activities that can occur in parks, reserves, cemeteries and other public places, how people can keep animals, and how and where people can park and use vehicles. The Bylaw also sets out licencing requirements for some activities, such as tattooing and skin piercing, that need to be done in a safe and responsible way. It also helps to protect and manage Council's critical infrastructure such as its water supply and wastewater networks so that the Council can continue to provide services, like safe drinking water, to the community.

The Wairarapa District Councils recommended a replacement Bylaw with some key changes based on the findings of our research and feedback from key stakeholders. The changes aim to ensure the Bylaw still meets the needs of our community and is easy to understand.

We propose to structure the Bylaw in parts:

- Part One: Introductory
- Part Two: Public Places (including Park and Reserves)
- Part Three: Selling of Goods in Public Places
- Part Four: Prevention of Nuisance and Health or Safety Risk from Fire and Smoke
- Part Five: Keeping of Animals, Poultry and Bees
- Part Six: Traffic
- Part Seven: Cemeteries and Crematoria
- Part Eight: Beauty Therapy, Tattooing and Skin Piercing

- Part Nine: Water Supply
- Part Ten: Wastewater
- Part Eleven: Trade Waste.

Among the key proposed changes are proposals to:

- **remove the wheeled-recreational device prohibition in the Masterton CBD and Kuripuni shopping area.** This means people would be able to ride devices like skateboards and scooters in these areas (Part Two – Public Places (including Parks and Reserves)).
- **introduce requirements for businesses using footpaths and other public places for sandwich boards and outdoor dining.** This would ensure the pathways are accessible for other users and do not create a safety risk (Part Two – Public Places (including Parks and Reserves)).
- **introduce three mobile trading sites in Riversdale Beach** to respond to community demand and to align with the approach for Castlepoint. This would enable mobile traders, like food trucks, to sell goods in public in the permitted areas. We are also proposing to **remove some stall sites in the Masterton CBD** due to low demand for these sites and increased pedestrian traffic (Part Three – Sale of Goods in Public Places).
- **introduce requirements to minimise nuisance and risk to health and safety from the keeping of animals.** This includes new requirements on the location and number of beehives able to be kept on urban properties, and standards for the slaughtering of stock or poultry to ensure it is done in a way that is not offensive to other people (Part Five – Keeping of Animals, Poultry and Bees).
- **Introduce a requirement to seek Council permission to park vehicles on the road for storage in connection with or as part of trade or business.** This will ensure there is sufficient parking available for other users (Part Six – Traffic).
- **prohibit vehicles from accessing the foreshore of Castlepoint Beach** that runs parallel to Jetty Road, and **limit the speed of vehicles Castlepoint and Riversdale Beaches** to 10km/h. This ensures users of the beach can enjoy it safely (Part Six – Traffic).
- **ensure conduct at our cemeteries is appropriate.** Changes are proposed to prevent people from interrupting a funeral service or behaving in a way that creates a nuisance or offense to others. Placing any objectionable markings on monuments or other structures is also not allowed. (Part Seven – Cemeteries and Crematoria).
- **exempt practitioners undertaking Tā moko on a marae and in accordance with tikanga Māori** from the requirements of Part Eight - Beauty Therapy, Tattooing and Skin Piercing. Tā moko is considered to be a taonga (or cultural treasure). Article 2 of the Treaty of Waitangi protects Māori rangatiratanga over taonga.

- **better protect the Council's water supply and wastewater networks.** This includes proposals to require all customers in Wairarapa to contact the Wastewater Authority (Council or their authorised agent) first if they suspect a blockage in the wastewater drainage network. It also proposes applications from trade premises to discharge prohibited trade waste to the network would not be accepted due to the harm it can cause (Part Ten – Wastewater and Part Eleven – Trade Waste).

The Statement of Proposal (including the draft Bylaw) and Submission Form is available on the Wairarapa District Council websites:

www.mstn.govt.nz | www.cdc.govt.nz | www.swdc.govt.nz.

Hard copies are available at the Council customer service centres and libraries throughout Wairarapa.

Submissions close at 4.00pm Friday 25 July.

A hearing will be held on **Thursday 14 August in the afternoon** for those wanting to present their views in person. Submitters should indicate in their submission form if they wish to present their views at the hearing.

Wairarapa District Councils will deliberate and make final decisions on the Bylaw in **September 2025**. If adopted, the Bylaw is proposed to come into force on **1 October 2025**.

Extended Consultation on Part Eleven: Trade Waste

There is an extended period for Part Eleven: Trade Waste which opened for consultation on 23 May 2025 and will close at 4.00pm Friday 25 July. This is to meet our requirements under section 148 of the LGA to provide owners and occupiers of trade waste premises a two-month period to provide feedback.

A separate Statement of Proposal and Submission Form has been made available for Part Eleven: Trade Waste on Council websites, and at Council customer service centres and libraries.

Information on Part Eleven: Trade Waste, including a summary of proposed changes, has been included in this Statement of Proposal so that submitters can comment on all parts of the Bylaw together.

KUPU WHAKATAKI

INTRODUCTION

This Statement of Proposal has been prepared in accordance with sections 83, 83AA and 86 of the Local Government Act 2002 (LGA).

It includes the following sections:

- Background
- Key findings from background research
- Our proposal
- Summary of key changes
- Is the Bylaw appropriate?
- Options considered by Council
- What else has been considered?
- How you can have your say
- Find out more
- What happens next

Our Wairarapa Consolidated Bylaw is due for review. We are proposing some changes and would like your feedback so we can ensure the bylaw reflects the views of the community.

Submissions close at 4.00pm Friday 25 July.

There is an extended period for Part Eleven: Trade Waste which opened for consultation on 23 May 2025 and will close at 4.00pm Friday 25 July. This is to meet our requirements under section 148 of the LGA to provide owners and occupiers of trade waste premises a two-month period to provide feedback.

HOROPAKI

BACKGROUND

The Masterton, Carterton and South Wairarapa District Councils (the Wairarapa District Councils) share a Wairarapa Consolidated Bylaw (the Bylaw) which provides a consistent approach throughout the Wairarapa region. The Bylaw is made under the LGA and other relevant statutes.

The broad purpose of the Bylaw is to protect the public from nuisance, maintain public health and safety, and minimise the potential for offensive behaviour in public places.

The Bylaw controls a range of matters throughout the Wairarapa such as:

- Making sure that the public can enjoy our parks, reserves, cemeteries and other public places safely (through rules on activities that can occur like setting off fireworks, soliciting, and demonstrations/gatherings);
- Making sure the public is protected from nuisance through rules on activities such as the keeping of animals (excluding dogs which are covered in a separate bylaw);
- Controlling where and how people can park and use vehicles to ensure road users are safe;
- Licencing activities such as tattooing and skin piercing which need to be done in a safe and responsible way; and
- Protecting Council's critical infrastructure such as the water supply and wastewater networks so we can provide services (like safe drinking water) to the community.

What is a bylaw?

Bylaws are local laws made by councils which are relevant to its communities and local conditions. We make bylaws when we think it's necessary to:

- Protect the public from nuisance
- Protect, promote and maintain public health and safety
- Minimise the potential for offensive behaviour in public places.

A council can only make a bylaw if it is empowered to by an act of Parliament. Many bylaws are made under the LGA (sections 145 and 146). Other Acts, such as the Health Act 1956, Land Transport Act 1998, Burial and Cremation Act 1964, also give councils powers to make bylaws.

Bylaws can be enforced by authorised Council staff or, in some cases, other agencies such as New Zealand Police. Not complying with a bylaw is a criminal offence. If a bylaw is breached, consequences can include fines, prosecution, seizure of property, or other remedial action.

Why are we reviewing the Bylaw?

Bylaws need to be reviewed at intervals required in the Act the bylaw was made under. Bylaws made under the LGA must be reviewed five years after they were made, then every ten years after that.

The Wairarapa Consolidated Bylaw was adopted in 2019. It will expire next year if it's not replaced.

What has been considered in reviewing the Bylaw?

In reviewing the Bylaw we carried out background research and had input from key stakeholders such as Police, the Medical Officer of Health, Fire and Emergency New Zealand, Greater Wellington Regional Council, Business Wairarapa, Iwi, Council Officers, and community and industry associations.

We also reviewed relevant data and complaint information to understand the extent of the problems and whether any new local problems have arisen.

The review also addressed outstanding issues raised during the 2019 review on the Beauty Therapy, Skin Piercing and Tattooing Bylaw Part. This included consideration of whether it is appropriate to restrict who can practice scleral tattooing and whether Tā moko should be exempt from the bylaw requirements in certain circumstances.

The proposed amendments aim to ensure our communities can continue to enjoy the Wairarapa in a healthy and safe way.

What about other matters like dogs, alcohol and freedom camping?

The Wairarapa District Councils each have their own bylaws in addition to the Wairarapa Consolidated Bylaw. Examples are bylaws controlling dogs, alcohol, freedom camping and water races. These are kept separate as each district faces different challenges and it enables councils to respond to the unique needs of their communities.

The Wairarapa District Councils also have a joint Wairarapa Solid Waste Management and Minimisation Bylaw.

These bylaws each have their own review cycles. You can view the bylaws on the Council websites and have your say on these in future as they come up for review.

NGĀ KITENGA MATUA I Ā MĀTOU RANGAHAU A MURI

KEY FINDINGS FROM BACKGROUND RESEARCH

We identified five broad problems the Bylaw intends to address:

1. Nuisance or public health and safety concerns relating to use and activities in public places and on private property,
2. Road safety or environmental issues caused or made worse by an unregulated roading network,
3. Public safety concerns, nuisance, damage or misuse caused or made worse by the unrestricted use of cemeteries,
4. Public health risks, including injury, infection and communicable diseases, caused by beauty related practices, and
5. Interference with, damage to and misuse of the waters network (water supply, wastewater (including trade waste), as well as public health risks.

Overall, we found that the Bylaw is generally having the desired effect to address the problems identified. However, the bylaw is still needed because otherwise problems would return or get worse. Examples include damage to public places such as parks, and beauty therapy practices being performed in an unsafe way.

There is also evidence of some new local problems that have arisen since the Bylaw was made in 2019. Examples include items obstructing public places, such as the placement of sandwich boards and outdoor dining on footpaths, and the unsafe use of vehicles on beaches.

Further information is available in the Review Findings Report available on Council websites.

Feedback from stakeholders

We engaged with key stakeholders during the review including NZ Police, Fire and Emergency New Zealand, Medical Officer of Health, Greater Wellington Regional Council, Business Wairarapa and Industry Associations.

Key stakeholders advocated for:

- focused and easy to understand bylaws,
- proactive management of local problems,
- a consistent approach throughout Wairarapa,
- recognition of cultural practices,
- working in partnership with local businesses,
- clarification of roles between different enforcement agencies, and
- appropriate enforcement action to be undertaken.

TĀ TĀTOU TONO OUR PROPOSAL

On the whole, the Wairarapa District Councils consider the Bylaw to be working well. However, we have identified some improvements to ensure the bylaw still meets the needs of our communities and is easy to understand.

We are proposing to make a new Wairarapa Consolidated Bylaw with 11 parts. The parts are the same as the 2019 Bylaw but we have reordered them to improve the flow. This is because the proposed Bylaw does not include a part on Speed; this part was removed from the 2019 Bylaw due to a change in the way speed limits are set.

- Part One: Introductory
- Part Two: Public Places (including Parks and Reserves)
- Part Three: Sale of Goods in Public Places
- Part Four: Prevention of Nuisance or Health and Safety Risk from Fire and Smoke
- Part Five: Keeping of Animals, Poultry and Bees
- Part Six: Traffic
- Part Seven: Cemeteries and Crematorium
- Part Eight: Beauty Therapy, Tattooing and Skin Piercing
- Part Nine: Water Supply
- Part Ten: Wastewater
- Part Eleven: Trade Waste

Local Water Done Well

The Government's Local Water Done Well programme provides a new direction for water services, including drinking water and wastewater services. This has implications for parts nine, ten and eleven of the proposed Bylaw.

Keeping these parts within the Bylaw ensures the water supply and wastewater networks remain protected while the arrangements for delivering water services are still being confirmed. These parts may need to be reviewed earlier or removed from the Wairarapa Consolidated Bylaw in future.

WHAKARĀPOPOTOTANGA O NGĀ PANONI MATUA

SUMMARY OF KEY CHANGES

Part One: Introductory

Part One includes definitions and provisions of a general nature which apply to all parts of the Bylaw. It removes the need to repeat general content in every part which reduces the possibility of contradiction throughout the Bylaw.

Bylaw Section	Description of Proposal	Reason for proposal
Serving of Orders and Documents	Amended process for serving of orders and documents to align with the process established under the Resource Management Act 1991.	<ul style="list-style-type: none"> Improved consistency across Council processes. Covers service of orders and documents for a wider range of recipients such as businesses, rather than just natural persons.

Part Two: Public Places (including Parks and Reserves)

Public places are open to everyone to enjoy. This means competing interests can create obstructions, health and safety concerns, or a negative environmental impact. Part Two addresses problems relating to damage to public facilities, as well as activities within public places that may have an adverse effect on the facilities, or the health and safety of the people that use them.

Bylaw Section	Description of Proposal	Reason for proposal
Foreword	Amendment to state the Bylaw is made under section 106 of the Reserves Act 1977 and section 146 of the LGA (in addition to section 145 of the LGA).	<ul style="list-style-type: none"> Councils have powers to make bylaws under the Reserves Act 1977 and section 146 of the LGA in respect of reserves which are drawn on in this part.
Signage	Requirement for signage that does not comply with the bylaw to be removed within 14 days from the date of the notice, or as otherwise	<ul style="list-style-type: none"> Minimises risks to public health and safety. Sets out a clear process for removal for the community and staff.

Part Two: Public Places (including Parks and Reserves)

	specified by an Authorised Officer.	
Signage (Sandwich Boards)	<p>New minimum requirements for sandwich boards in public places. Sandwich boards are self-supporting portable and temporary signs, flags and banners intended to advertise or attract attention.</p> <p>Requirements include that they must only be displayed during usual business hours, must maintain at least 2 metres of unobstructed footpath width, must be weighted to ensure they remain secure in all weather conditions, and that they must not affect the safety of pedestrians or traffic.</p>	<ul style="list-style-type: none"> Minimises risks to public health and safety. Balances needs of local businesses with accessibility and safety requirements. Aligns with guidance from NZ Transport Agency Waka Kotahi.
Outdoor Dining	<p>New section stating outdoor dining in public places must be in accordance with conditions and fees set by Council. Example conditions are included in Part Two. This includes conditions about maintaining accessibility, standards for furniture, and for the outdoor dining area to be smoke and vape free.</p>	<ul style="list-style-type: none"> Minimises risks to public health and safety. Outdoor dining is becoming increasingly popular and brings vibrancy to the region but may also create obstructions. Provides guidance for hospitality businesses, the community and staff on acceptable practices.
Control of Wheeled Recreational Devices	<p>Removed the Wheeled Recreational Device (e.g. skateboard/scooter) prohibition in the Masterton CBD and Kuripuni Shopping area. A person may ride on a footpath in these areas if the rider exercises reasonable care to ensure no harm or damage to any person or property.</p>	<ul style="list-style-type: none"> Supports active modes of transport. Aligns with approach in other Wairarapa districts. Minimal complaints (four since 2019 and none in the last three years).

Part Two: Public Places (including Parks and Reserves)

Trenching and Minor Earthworks	Amendment to procedural information to require a person seeking to undertake trenching or minor earthworks to obtain a Works Access Permit by submitting a Corridor Access Request.	<ul style="list-style-type: none"> Reflects current practice.
Restrictions on the use of barbed or razor wire and electrified fences	Amendment to exclude industrial zones from the restrictions on the use of barbed or razor wire and electrified fences (if the fence does not adjoin a footpath).	<ul style="list-style-type: none"> This fencing is appropriate for use in industrial zones where the fencing does not adjoin a footpath. An exemption reduces the administrative burden for industrial property owners who currently need to apply to Council for permission.
Animals in Public Places	Removed the clause that states the occupier shall maintain sufficient animal proof fencing the road boundary of the property.	Requirements for the keeping of stock on private property are covered under Part Five - Keeping of Animals, Poultry and Bees.
Animals in Public Places	Amendment to require a grazing permit to graze animals on a rural road verge. Unless the permit says otherwise, the animals must be confined within a temporary fence or controlled by at least two competent persons to prevent them from wandering beyond control points.	<ul style="list-style-type: none"> Minimises risks to road users. Grazing permit provides flexibility for the Council to specify other conditions that may be appropriate dependent on circumstances.
Additional Requirements for Reserves	Amendment to require any person arranging an event at a reserve to make a booking with the Council and, where applicable, pay the required charge. The Council may also require a bond to be lodged prior to the event for the right to occupy the space.	<ul style="list-style-type: none"> Enables Council to proactively manage the use of reserves for events to minimise nuisance and public health and safety risks for other users.

Part Three: Sale of Goods in Public Places

Part Three requires any person who sells goods in public places to obtain a licence. This allows Council to balance trading with the needs of the public and environment to ensure that the activity doesn't create any adverse effects.

Bylaw Section	Description of Proposal	Reason for proposal
Foreword and Purpose	<p>Amended foreword to state the Bylaw is made under section 146 of the LGA (in addition to section 145 of the LGA).</p> <p>Amended purpose to regulate the sale of goods in public places to protect the public from nuisance and to protect, promote and maintain public health and safety. The purpose of the existing bylaw is to regulate the conduct of persons selling goods or services.</p>	<ul style="list-style-type: none"> Councils have powers under section 146 of the LGA to make bylaws to regulate trading in public places. This part draws on this power. Section 145 of the LGA enables Councils to make bylaws to protect the public from nuisance and to maintain public health and safety. The amended purpose reflects this broader purpose of Part Three.
Licence Required	Amendment to state different fees may be set for different classes of licences (e.g. Hawker, Itinerant Trader, Mobile Trader). Classes of licences have been defined within Part Three.	<ul style="list-style-type: none"> Different fees are appropriate where the nature of activity differs. Defining licence classes provides clarity to applicants and Council staff processing applications. Aligns with current practice.
Application	Amendments to include additional examples of external requirements where applicable e.g. a Food Registration Certificate under the Food Act 2014 for persons selling food, and NZ Transport Agency Waka Kotahi permission to sell goods at a State Highway location.	<ul style="list-style-type: none"> Improved clarity for applicants.
Location	Amendments to include permitted areas where people may sell goods in public places. The ability for additional trading locations in a public place to be	<ul style="list-style-type: none"> Supports a consistent approach throughout the Wairarapa. The current approach to where goods may be sold in public places differs by district.

Part Three: Sale of Goods in Public Places

	<p>considered on a case-by-case basis based on criteria (e.g. customer parking availability at the area) has also been added.</p> <p>The proposed permitted areas include three new locations in Riversdale Beach but reduced stall locations in the Masterton CBD than the existing bylaw.</p>	<ul style="list-style-type: none"> A mechanism to approve new trading locations based on criteria enables councils to respond to demand, while still ensuring adequate protections. New permitted trading locations at Riversdale Beach responds to community demand. It also aligns with the approach for Castlepoint. Removing some stall locations in Masterton CBD is appropriate due to low demand for these stall sites and increased pedestrian traffic which means they are no longer fit for purpose.
Transfer of Licence	<p>Amendment to state a licence may be transferred to another person in the district following approval from Council and on payment of a transfer fee.</p> <p>Licence transfers are not permitted under the existing bylaw. This requires the existing licence to be cancelled and a new licence applied for.</p>	<ul style="list-style-type: none"> Greater flexibility to licensees who sell their business Provides guidance to new owners. Aligns with feedback from key stakeholders to simplify processes for businesses.

Part Four: Prevention of Nuisance or Health and Safety Risk from Fire and Smoke

Part Four provides regulatory support to manage the nuisance and health or safety risk caused from fire and smoke.

Bylaw Section	Description of Proposal	Reason for proposal
Foreword and Purpose	Amended foreword to state the Bylaw is made under section 23(e) of the Health Act 1956 (in addition to section 64 of the Health Act 1956 and section 145 of the LGA).	<ul style="list-style-type: none"> Reflects the wider purpose of the bylaw. Acknowledges complaints received relating to health and safety impacts (e.g. difficulty breathing)

Part Four: Prevention of Nuisance or Health and Safety Risk from Fire and Smoke

Part Four provides regulatory support to manage the nuisance and health or safety risk caused from fire and smoke.

Bylaw Section	Description of Proposal	Reason for proposal
	Amended purpose to state Part Four protects the public from health and safety risk arising from fire and smoke (in addition to nuisance).	<ul style="list-style-type: none"> Aligns with the Council's ability to make bylaws under the LGA and Health Act 1956.
Offences and Cost Recovery	Amendments to clarify: <ul style="list-style-type: none"> what constitutes a breach, who costs may be recovered from, and penalties that may result under the Health Act 1956 or LGA for a breach. 	<ul style="list-style-type: none"> Provides clarity for the community and Council staff enforcing the Bylaw. Aligns with the Council's ability to recover costs under the LGA (section 187).

Part Five: Keeping of Animals, Poultry and Bees

Part Five regulates the keeping of animals (excluding dogs which are covered by a separate bylaw) in a way that minimises nuisance and the risk to public health and safety.

Bylaw Section	Description of Proposal	Reason for proposal
Foreword and Purpose	Amended foreword to state the Bylaw is made under section 145 of the LGA (in addition to section 146 of the LGA and section 64 of the Health Act 1956). Amended purpose to state Part Five regulates the keeping of animals in a way that minimises nuisance. The purpose of the existing bylaw is to protect neighbours and property owners.	<ul style="list-style-type: none"> Reflects the wider purpose of the bylaw. Section 145 of the LGA enables Councils to make bylaws to protect the public from nuisance and to maintain public health and safety. The proposed bylaw aligns with this purpose.

Part Five: Keeping of Animals, Poultry and Bees

Keeping of Bees	Additions to state where beehives can be located and the maximum number of beehives allowed in urban areas based on the size of the property.	<ul style="list-style-type: none"> Ensures the keeping of bees does not interfere with neighbouring properties.
Keeping of Stock	Addition to state stock is to be confined within the boundaries of the land it is being kept or grazed on by fencing that is sufficient to prevent its escape. This clause was previously in the Public Places part.	<ul style="list-style-type: none"> Protects stock from wandering onto roads and/or neighbouring properties. Reduces potential risks to public safety and nuisance that can be caused.
Slaughter of Stock or Poultry	New section that requires the slaughtering of stock or poultry in a way that does not create nuisance, risk to public health and safety, or cause offence. Adequate screening is required in urban areas, slaughtering in a public place is prohibited, unless an exemption applies.	<ul style="list-style-type: none"> Minimises potential for distress, nuisance, and risk to health and safety. Screening in urban areas is appropriate due to proximity of neighbours. Exemptions ensure those appropriately qualified can act in a manner appropriate to their profession.
Dead Animals	<p>Amendment to state that a person must not allow an animal part or offal to remain on any private property, land, premises or public place. This does not apply to dead animals disposed of appropriately e.g. through burial in a manner that complies with the bylaw requirements, or an offal pit that meets external requirements.</p> <p>Dogs have been excluded from the scope of this section.</p>	<ul style="list-style-type: none"> Ensures animal parts or offal do not create nuisance, cause public health or safety risk or create offence. Dogs are outside the scope of Part Five. Each council has its own Control of Dogs Bylaw.
Feral Animals	New section to state a person must not allow the deliberate feeding of any feral animal on private property in a manner	<ul style="list-style-type: none"> Ensures people are not accommodating feral animals on their property in way that

Part Five: Keeping of Animals, Poultry and Bees

	that causes nuisance. This would not prevent animal rescue activities in the community.	causes nuisance to other people.
Non-compliance	<p>New section stating an Enforcement Officer may issue a written notice requiring a person to undertake necessary actions to comply with Part Five e.g. reducing animal numbers or removing certain animals.</p> <p>An inspection may be undertaken to determine compliance and associated fee may apply.</p>	<ul style="list-style-type: none"> Improved enforceability. Enables inspection costs to be recovered from those directly involved, rather than from the wider community through rates.

Part Six: Traffic

Part Six sets the requirements for parking and control of vehicles and other traffic on roads in the Masterton, Carterton and South Wairarapa districts.

Bylaw Section	Description of Proposal	Reason for proposal
Stopping, Standing and Parking	Amendment to state a person must not (without written authorisation of the Council) park a vehicle on a road for storage in connection with or as part of a trade or business. This applies whether or not that vehicle is owned by the person.	<ul style="list-style-type: none"> Reduces nuisance for other road users who are unable to find suitable parking. Addresses local issues being experienced in urban Masterton.
Stopping, Standing and Parking	<p>Amendment to state a person must not (without written authorisation of the Council) park a vehicle on a berm, verge, kerb, lawn, garden, or other cultivation adjacent to or forming part of a road in and urban area.</p> <p>The current bylaw restricts this only where there is formed kerb and channelling.</p>	<ul style="list-style-type: none"> Improves safety. It provides improved access for pedestrians in urban areas where there is a roadside berm but no footpath available. Improved visibility for other vehicle operators. Reduces potential for damage.

Part Six: Traffic

Metered Parking Space	<p>New section consolidating components previously under multiple sections.</p> <p>An amendment is also proposed to enable Council to use electronic application of parking meters in the future if desired.</p>	<ul style="list-style-type: none"> • New section improves flow and readability of the Bylaw. • Ensures the Bylaw is future proofed should Council seek to upgrade parking meters to improve the customer experience.
Prohibited or Restricted Times on Roads	<p>A new section enabling Council to prohibit vehicles from being used on a road or part of a road at certain days and times following consultation with relevant parties such as the occupiers of properties, New Zealand Police, and Waka Kotahi. Vehicles engaged in the maintenance of roads or vehicles otherwise authorised by Council would be exempt.</p> <p>Masterton District Council proposes to restrict access to Memorial Drive at Queen Elizabeth Park overnight due to repeat antisocial behaviour.</p>	<ul style="list-style-type: none"> • Minimises potential for offensive behaviour in known areas of concern. • Protects public health and safety.
Vehicles on Beaches	<p>New section enabling Council to set standards for vehicles on beaches, including speed limits and areas where vehicles are prohibited unless an exemption applies. Vehicles associated with authorised agencies (e.g. NZ Police, Fire and Emergency New Zealand, Club of Surf Lifesaving NZ) and those otherwise authorised by Council would be exempt from any prohibition.</p> <p>Masterton District Council proposes to prohibit vehicle access on the foreshore of Castlepoint Beach that runs parallel to Jetty Road. It is proposed that vehicle</p>	<ul style="list-style-type: none"> • Addresses complaints received about vehicles travelling at speed on beaches. • Reduces risk to vehicle occupants and other users such as pedestrians and wildlife • Aligns with community feedback received during early engagement. • Appropriate exemptions ensure authorised agencies can still carry out their duties.

Part Six: Traffic

accessways at Castlepoint and Riversdale Beaches would be controlled by a speed limit of 10km/h. Exemptions would apply for emergency vehicles. Vehicles or authorised agencies (e.g. Surf Life Saving NZ) would be exempt from the Castlepoint Beach prohibition, as would vehicles associated with the annual Castlepoint Beach Races.

Part Seven: Cemeteries and Crematoria

Part Seven enables the Council to regulate activities and set standards for the efficient operation and management of Cemeteries and Crematoria under the Council's ownership or administration. This helps achieve a balance between pragmatic management and meeting the needs of the community.

Bylaw Section	Description of Proposal	Reason for proposal
Foreword	Amended foreword to state the bylaw is made under section 40 of the Burial and Cremation Act 1964 (in addition to section 16) and section 145 of the LGA (in addition to section 146).	<ul style="list-style-type: none"> Section 40 enables council to make bylaws for crematorium. Crematorium are included in the scope of Part Seven. Section 145 of the LGA enables Councils to make bylaws to protect the public from nuisance and to maintain public health and safety. The proposed bylaw includes a section on conduct which aligns with this purpose.
Sale of Plots and Exclusive Right of Burial	Addition to state that the exclusive right of burial shall lapse if a burial is not taken place within a 60-year period. Council would not be liable for reimbursement or compensation from the lapsing of the exclusive right of burial.	<ul style="list-style-type: none"> Consistent with section 10 of the Burial and Cremations Act 1964 Provides clarity for staff and the community

Part Seven: Cemeteries and Crematoria

Burial	<p>Addition to state that burial of any person other than the owner of the exclusive right of burial will only take place with the express prior consent of the holder of the exclusive right or their power of attorney.</p>	<ul style="list-style-type: none"> Provides clarity for staff and the community for the burial of other persons in a plot.
Installation and Maintenance of Monuments, Memorials and Structures	<p>Addition to state that where a monument is a danger that the Council shall make the monument safe or shall take it down or remove it. If a monument is dilapidated or neglected and isn't repaired or replaced to the satisfaction of the Council within three months (or longer time if the Council agrees), the Council has the right to remove it. This would be subject to the provisions of the Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967 or successor regulations.</p>	<ul style="list-style-type: none"> Protects the safety of cemetery staff and visitors. Provides clarity to Council staff and the community on the procedure for removing neglected monuments. Aligns with the Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967.
Maintenance of Cemeteries	<p>Additions to state how the Council may maintain the cemetery to ensure it is kept in a safe, clean, and orderly condition, and for the purposes of draining it and keeping it dry.</p>	<ul style="list-style-type: none"> Provides clarity to the community on Council's management of the cemetery. Aligns with section 8 of the Burial and Cremation Act 1964.
Conduct	<p>New conduct section which states a person must not:</p> <ul style="list-style-type: none"> Prevent, interrupt, delay or disturb any internment, funeral, burial service or proceedings; Behave in a manner that creates a nuisance or offense; or; Place any objectionable writings or markings on 	<ul style="list-style-type: none"> Aligns with the purpose of the bylaw to protect the public from nuisance. Provides protection for visitors and structures recognising that cemeteries are inherently sensitive places.

Part Seven: Cemeteries and Crematoria

monuments or other structures.

This section also collates items previously spread throughout Part Seven.

Part Eight: Beauty Therapy, Skin Piercing and Tattooing

Part Eight protects, promotes and maintains public health and safety and prescribes sanitary precautions to prevent the transference of communicable diseases via beauty therapy practices, tattooing or skin piercing businesses.

Bylaw Section	Description of Proposal	Reason for proposal
Purpose	Amended purpose to protect, promote and maintain public health and safety and to prescribe sanitary precautions to prevent the transference of communicable diseases via beauty therapy practices, tattooing or skin piercing businesses.	<ul style="list-style-type: none"> Reflects the broader purpose of the bylaw. Aligns with the Councils bylaw making powers under section 145 of the LGA and the Health Act 1956.
Certificate of Registration	<p>Amendment to state Council may make controls and set fees or recover costs associated with applications (including renewals), review, suspension and cancellation of registration, and to conduct inspections.</p> <p>This section also clarifies that if the business is sold or transferred to another person, the Council must be notified within 14 days of settlement. The new owner must apply for a new certificate of registration and must pay a fee the required registration fees.</p>	<ul style="list-style-type: none"> Enables staff to effectively implement the Bylaw. Provides clarity for operators.
General conditions of operation	Amendments to general conditions of operations to minimise risk to public health and safety including that an	<ul style="list-style-type: none"> Minimises risk to public health and safety.

Part Eight: Beauty Therapy, Skin Piercing and Tattooing

	operator must clean their hands after smoking or vaping. Other amendments include that products applied to a client's body must not be reused on another client, and that equipment used in treatment must be stored in such a way to prevent contamination.	
Sterilisation of Equipment	Updated requirements on the sterilisation of equipment to state that equipment must be sterilised according to the manufacturer's instructions, rather than setting out specific sterilisation requirements.	<ul style="list-style-type: none"> Future proofs the bylaw as sterilisation requirements may change overtime.
Disinfection, Cleaning, Cleansing and Repair	Amendment to state equipment, instruments and utensils unable to be sterilised are to be cleaned and disinfected in an approved manner. Examples of approved solutions for disinfecting are provided in the bylaw to guide operators.	<ul style="list-style-type: none"> Ensures equipment unable to be sterilised is cleaned and disinfected in an appropriate manner to minimise health and safety risks.
Records	Additional requirements for client information to be obtained before commencing a prescribed process (e.g. client health information).	<ul style="list-style-type: none"> Ensures operators can assess the suitability of the client for the procedure and provide adequate aftercare advice. Helps minimise health and safety risks.
Prohibited or Restricted Services	A new section stating commercial services that pierce the eyeball are prohibited unless undertaken by appropriately qualified health practitioners (e.g. Ophthalmologists).	<ul style="list-style-type: none"> Reduces risk to clients. Prohibition is supported by the Medical Officer of Health.
Exemptions	Exemptions in appropriate circumstances including for: <ul style="list-style-type: none"> Registered Health Practitioners and persons 	<ul style="list-style-type: none"> It is appropriate for health practitioners to be exempt from further qualification requirements as their practice is

Part Eight: Beauty Therapy, Skin Piercing and Tattooing

acting under their direction of supervision (exempt from the recognised qualification requirement).

- Practitioners undertaking tā moko on a marae in the Wairarapa and in accordance with tikanga Māori (traditional Māori customs).
- Other operators who can demonstrate that any risk to public health is mitigated to the same extent.

regulated by national legislation.

- Tā moko is considered a taonga (or cultural treasure). Article 2 of the Treaty of Waitangi protects Māori rangatiratanga over taonga and tā moko has been excluded from the scope of several councils' bylaws. Early stakeholder feedback has supported this exemption. Practitioners should consider the minimum standards Part 8 and the Ministry of Health's 2010 Customary Tattooing Guidelines for Operators and other available guidance instead.
- Other exemptions provide flexibility for operators unable to meet all requirements who can minimise risk to the same extent.

Part Nine: Water Supply

Part Nine provides regulatory support to manage the supply of water and to protect the supply from damage, misuse or interference. This ensures the water supply network is not adversely affected by customer activity which could create health and safety risks or environmental concerns.

Bylaw Section	Description of Proposal	Reason for proposal
Foreword and Purpose	<p>Amended foreword to state the bylaw is made under section 145 of the LGA (in addition to section 146).</p> <p>Amended purpose to state Part Nine enables the Water Supply Authority to protect promote and maintain public health and safety in relation to the supply of drinking water,</p>	<ul style="list-style-type: none"> • Section 145 of the LGA enables Councils to make bylaws to maintain public health and safety. The proposed bylaw aligns with this purpose.

Part Nine: Water Supply

	and to promote efficient water use.	
Protection of Water Supply	Amendments to state that a person must not damage or interfere with any part of the water supply system, damage must be reported immediately and that the owner, occupier or person responsible for causing damage is liable for the cost of repair.	<ul style="list-style-type: none"> Better protects the water supply network.
Protection of Water Supply	Amendments that prohibit unauthorised fire hydrant use and to better manage the drawing of water from locations for other uses. This gives the Water Supply Authority the right to decline, revoke or modify any written approval to draw water from authorised locations at any time, and may direct water to be drawn only from other alternative locations as approved by the Water Supply Authority.	<ul style="list-style-type: none"> Better protects the water supply. This section reflects changes to responsibilities from the introduction of Taumata Arowai (the national regulator for water services) and the Water Services Act 2021.
Requirement for compliance of works	New section stating all connections, installations, maintenance, repair works, and any other work on or around water supply network must be in accordance with this Bylaw, relevant regulations, standards and Council policies, unless otherwise agreed by the Water Supply Authority.	<ul style="list-style-type: none"> Makes it clear there the water supply network is controlled by other regulations, standards and policies.
Backflow prevention	Amendments to reflect backflow prevention requirements in the Water Services Act 2021 (and the Building Act 2004).	<ul style="list-style-type: none"> Aligns with updated legislation.
Installation and location	Amendments are proposed to clarify:	<ul style="list-style-type: none"> Reflects current practice and updated wording provides

Part Nine: Water Supply

of Meters and Restrictors	<ul style="list-style-type: none"> Who is responsible for water meter installation, supply and maintenance for existing rateable properties (residential or commercial), and those on a shared service. That for new rateable properties, the installation and supply of water meters and restrictors will be the responsibility of the developer or property owner. That Customers may choose to install a Check Meter on their own property at their own cost, for private monitoring purposes. 	clarity for Council and community.
Charging when a meter is out of order or there is a leak	<p>Amendments to reflect how customers may be charged for water when a meter is unreadable (e.g. it is damaged, tampered with or not readable). Council may apply a fixed water usage charge to the Customer instead of a charge based on an actual metered consumption for the relevant period.</p> <p>If a significant leak is identified by the customer, then the WSA may grant a waiver of the costs associated with excessive usage.</p>	<ul style="list-style-type: none"> As Councils are moving to charge for water volumetrically, we need to comply with the Local Government (Rating) Act 2002. When there is an unreadable meter, we cannot estimate a bill based on previous volumes, we need to set a fixed charge. The changes also clarify that the Customer is responsible for leak detection on their property and clarify our remission approach.
Ownership, maintenance and other responsibilities relating to water supply Administration	New sections which set out the ownership, maintenance and other responsibilities of customers relating to water supply, and administration matters relating to payment, transfer of rights and	<ul style="list-style-type: none"> Improved flow and readability.

Part Nine: Water Supply

responsibilities and change of ownership.

These sections consolidate content previously distributed throughout the Bylaw.

Part Ten: Wastewater

Part Ten provides regulatory support to manage wastewater services for domestic users (e.g. residential homes).

This ensures the wastewater network is not adversely impacted by customer activity which could cause potential damage to infrastructure or create health and safety and/or environmental concerns.

Bylaw Section	Description of Proposal	Reason for proposal
Foreword and Purpose	<p>Amended foreword to state the bylaw is made under section 145 of the LGA (in addition to section 146).</p> <p>New purpose to state Part Ten enables the Wastewater Authority to regulate the wastewater drainage network, prevent use of the network from damage, and to protect public health and safety by preventing potential adverse effects of harmful substances to the Wastewater Drainage Network.</p>	<ul style="list-style-type: none"> Section 145 of the LGA enables Councils to make bylaws to maintain public health and safety. The proposed bylaw aligns with this purpose. New purpose statement clarifies the intent of the Bylaw.
Definitions	<p>Updates to the definitions has clarified that stormwater is not included in the scope of the bylaw controls except for under the prevention of inflow and infiltration section. The previous Bylaw definition of wastewater included stormwater.</p>	<ul style="list-style-type: none"> Improved clarity. Wairarapa District Council will consider the need for a separate stormwater bylaw in future.

Part Ten: Wastewater

Rising Mains and Trunks and Other Public Sewers	<p>Amendments to state that a building must not be built closer than the greater of 1.7 metres from the centre of any main or sewer, or 1.5 times the depth of the invert of the sewer, plus 0.2 metres, to a rising main, trunk or other public sewer.</p> <p>The distance from the centre was previously 1.5 metres or the depth of the centre line of the sewer.</p>	<ul style="list-style-type: none"> Ensures setback distances are suitable under all ground conditions (e.g. sandy soil or when the groundwater table is high)
Blockage	<p>Amendment for Carterton District to state where a customer suspects a blockage in the Wastewater Drainage Network, they are required to contact the Wastewater Authority first to investigate. The current process is to contact a drainlayer first.</p> <p>This section also states the Wastewater Authority will clear blockages in the public sewer at its cost provided the customer has contracted the Wastewater Authority first, the blockage has not been forced downstream, and the customer has not been negligent in discharging unacceptable wastewater. The Customer is responsible for blockages in the private drain, common private drain and public lateral.</p>	<ul style="list-style-type: none"> Aligns approach across the Wairarapa District Councils. Mitigates issues whereby blockages in the private network have been moved downstream to the public network in the course of clearing it.
Ownership, maintenance and customer responsibilities	<p>New section which sets out the ownership, maintenance and other responsibilities of customers relating to wastewater. This consolidates clauses previously distributed throughout the Bylaw. This has also amended the Bylaw to</p>	<ul style="list-style-type: none"> Improved clarity, flow and readability. Blockages that occur in the public lateral result from private property. It is appropriate for property

Part Ten: Wastewater

state the Wastewater Authority owns and maintains public laterals and is responsible for structural faults to public laterals but the customer is responsible for blockages that occur in public laterals.

owners to be responsible for blockages that occur in them.

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Part Eleven: Trade Waste¹

Part Eleven provides the necessary regulatory support to manage wastewater services for non-domestic uses (e.g. trade businesses).

This part ensures the wastewater network is not adversely impacted by customer activity which could cause potential damage to infrastructure or create health and safety and/or environmental concerns.

Bylaw Section	Description of Proposal	Reason for proposal
Foreword and Purpose	<p>Amended foreword to state that the bylaw is made under section 145 of the LGA (in addition to section 146).</p> <p>Amended purpose to state Part Eleven provides for the protection of public health and safety, protection of the environment, and protection of the Wastewater Drainage Network against damage.</p>	<ul style="list-style-type: none"> Section 145 of the LGA enables Councils to make bylaws to maintain public health and safety. The proposed bylaw and updated purpose aligns with this.
Hazardous Substances	<p>Amendment to state if a hazardous substance leaks, spills or otherwise enters the Wastewater Drainage Network that the occupier of the premise must immediately notify the Wastewater Authority.</p>	<ul style="list-style-type: none"> Notifying the Wastewater Authority ensures appropriate action is undertaken to protect the Wastewater Drainage Network.
Classification of Trade Waste (Prohibited Trade)	<p>Amendment to state that the Wastewater Authority will not approve applications for prohibited trade waste.</p>	<ul style="list-style-type: none"> Prohibited trade waste is harmful to the wastewater drainage network. No applications to accept prohibited trade waste have been received since the bylaw was made in 2019. Consistent with approach of other councils.
Tankered Wastes	<p>Amendment to state a person wishing to operate a Tankered Waste trucking system must be</p>	<ul style="list-style-type: none"> Clarifies minimum standards under the Liquid and

¹ A separate Statement of Proposal and Submission Form has been made available for **Part Eleven: Trade Waste on Council websites, Council customer service centres and libraries. Information on Part Eleven: Trade Waste, including a summary of proposed changes, has been included in this Statement of Proposal so that submitters can comment on all parts of the Bylaw together.**

Part Eleven: Trade Waste¹

	certified by the New Zealand Trade and Industrial Waters Forums as complying with the Liquid and Hazardous Wastes Code of Practice, hold a Certificate of Registration for Offensive Trade or resource consent, and hold a consent to discharge trade waste under this part of the bylaw.	Hazardous Wastes Code of Practice, Resource Management Act 1991 and other regulatory requirements.
Fees and Charges	Removed reference to the specific manner in which Council will undertake invoicing and stated Council will undertake invoicing in accordance with its standard practice.	<ul style="list-style-type: none"> Simplifies the bylaw.
Authorised Offices Service of Documents Schedule – Summary of Discharge Characteristics	Removed these sections from this bylaw part.	<ul style="list-style-type: none"> Removes duplication as these sections are covered by the LGA, or Part One – Introductory. Removing the Summary of Discharge Characteristics Schedule minimises risks of contradictory information between the schedule and bylaw. It also minimise risk of a person considering compliance with this schedule fulfils compliance with the full bylaw requirements.

Changes to all parts of the Bylaw

Amendments that do not change the intent have been made to all parts to improve the flow and readability. This includes restructuring some parts to improve the flow, simplifying and modernising the drafting language, defining key terms, updating definitions to align with legislation where applicable, and updating references to outdated legislation or documents.

Explanatory notes have also been added throughout the Bylaw to improve understanding. These notes do not form part of the Bylaw and may be updated or remove at any time without any formality.

TIKA ANA TE TURE Ā-ROHE? IS THE BYLAW APPROPRIATE?

Section 155 of the LGA requires councils to determine that:

- a bylaw is the most appropriate way of addressing the perceived problem
- the proposed bylaw is the most appropriate form of bylaw, and
- the proposed bylaw is not inconsistent with the New Zealand Bill of Rights Act 1990.

Alternative strategies for addressing the perceived problems have been considered. This included reviewing controls in existing legislation and bylaws, other Council plans and policies (e.g. Wairarapa Combined District Plan), and other non-regulatory approaches such as education, signage, partnership arrangements and voluntary guidance. Information on the perceived problems and an assessment of the alternative strategies is available in the Review Findings Report available on Council websites.

Wairarapa District Councils consider a Bylaw the most appropriate because it provides Council a regulatory tool and the ability to take appropriate action which is not offered by alternative strategies. Often the Bylaw works alongside other non-regulatory strategies. In most cases, a bylaw is the anticipated mechanism for managing the perceived problems identified under the LGA and other relevant Acts. It is also consistent with the current approach which is familiar to staff and the community.

The existing Bylaw has generally operated well but the review has identified some improvements to address new problems that have arisen and to make the Bylaw easier to understand.

Overall, the Bylaw is certain, reasonable and proportion and enables responsive decision-making for the controls included in the Bylaw. The Bylaw also supports a consistent approach across Wairarapa but includes regional differences where these are justified and appropriate to local circumstances. The ability of each Council to maintain its own schedules means each district can respond appropriately to the needs of its own communities.

Implications under the New Zealand Bill of Rights Act 1990

The New Zealand Bill of Rights Act 1990 (NZBORA) provides for certain rights and freedoms relating to life and the security of people, democratic and civil rights, non-discrimination and minority rights, and search, arrest and detention. The Wairarapa District Councils think the proposed Bylaw is not inconsistent with the NZBORA.

Examples of rights or freedoms potentially engaged by the Bylaw include:

- **Rights to freedom of movement** – the Traffic Part provides Council authority to prohibit and control traffic movement which could impact the ability of people to move freely throughout Wairarapa.

- **Rights to freedom of expression** – the Beauty Therapy, Tattooing and Skin Piercing Part could limit rights to freedom of expression by placing restrictions on the manner in which beauty therapy, skin piercing and tattooing can be carried out e.g. scleral tattooing. The Cemeteries and Crematoria Part limits a person's conduct, including preventing objectionable markings on monuments, which could be seen as a limitation on the freedom of expression.
- **Manifestation of religion and rights of minorities** – the Cemeteries and Crematoria Part could potentially limit the right to manifest that person's religion or belief in worship and the rights of minorities to enjoy their culture and practice their religion. The limitation could occur, for example, where restrictions on burial is contrary to religious practice.

These are examples of rights potentially engaged. Given the breadth of the Bylaw, not all specific instances have been included in this Statement of Proposal but we have reviewed all instances². In all cases, we consider the limitations are justified (as provided in section 5 of the NZBORA).

The broader purpose of the Bylaw is to protect the public from nuisance, protect and promote public health and safety and minimise the potential for offensive behaviour in public places. We consider the limitations identified are proportionate to the broader purpose of the Bylaw and are fair and reasonable in the interest of public health and safety.

² The full list of NZBORA implications is available in the Council Agenda of 14 May 2025 Adoption of the Draft Wairarapa Consolidated Bylaw and Statement of Proposal for Consultation available on Council websites

NGĀ MEA I WHAKAAROTIA E NGĀ KAUNIHERA

OPTIONS CONSIDERED BY THE COUNCILS

All reasonably practicable options have been considered as required by section 77 of the LGA. The advantages and disadvantages of each option are detailed below. The Wairarapa District Councils are proposing to proceed with Option 1.

Option 1 – Adopt the proposed Wairarapa Consolidated Bylaw	
This would involve revoking the Wairarapa Consolidated Bylaw 2019 and replacing it with the Wairarapa Consolidated Bylaw. This our preferred option	
Advantages	Disadvantages
<ul style="list-style-type: none"> It provides a regulatory tool to protect the public from nuisance, promote public health and safety and minimise offensive behaviour in public places. It protects critical infrastructure so services can be provided to the community e.g. protecting the water supply network so we can provide safe drinking water. The proposed Bylaw has been developed based on the findings of research and feedback from stakeholders. A Wairarapa Consolidated Bylaw is consistent with the existing approach which is familiar to the community. Proposed changes are intended to meet the changing needs of our communities and to improve understanding. Provides a consistent approach throughout Wairarapa region. 	<ul style="list-style-type: none"> It may take time for the community and staff to become familiar with the new provisions. Resources required to enforce the Bylaw.

Option 2 – Adopt the Wairarapa Consolidated Bylaw with amendments	
This would involve adopting a Wairarapa Consolidated Bylaw with different controls than those proposed (e.g. reduced or increased controls).	
Advantages	Disadvantages
<ul style="list-style-type: none"> Advantages would depend on the proposed controls. 	<ul style="list-style-type: none"> The proposed Bylaw has been developed based on the findings of research and feedback from stakeholders. Amendments may be inconsistent with stakeholder feedback or not address new problems that have arisen. May not meet legal tests required to make a Bylaw. May be less familiar to the community. May require further community consultation and delay the review.
Option 3 – Do not adopt a replacement bylaw and revoke the Wairarapa Consolidated Bylaw 2019 (or do nothing and allow the Bylaw to lapse automatically next year)	
The Wairarapa Consolidated Bylaw 2019 will revoke in June 2026 if not replaced. This option would involve relying on other non-regulatory approaches such as education, or developing Council policies or plans.	
Advantages	Disadvantages
<ul style="list-style-type: none"> Reduced administration and enforcement, reducing costs for Council. 	<ul style="list-style-type: none"> Reduces the Councils ability to regulate to protect the public from nuisance, minimise potential for offensive behaviour in public places or protect the health and safety of the public. A voluntary compliance approach may not provide adequate incentive for people to comply. Council have determined a bylaw is the most appropriate way to address the problems based on research and stakeholder feedback. Inconsistent with existing approach. May result in different approaches throughout Wairarapa.

HE AHA ATU NGĀ MEA I WHAKAAROHIA?

WHAT ELSE HAS BEEN CONSIDERED?

Controls on keeping cats

Some councils have introduced bylaw controls to require the mandatory microchipping, registration and/or desexing of cats. A key driver is to manage cat populations to reduce the potential for nuisance. This was raised by some key stakeholders during our early engagement.

Wairarapa District Councils are not proposing to introduce a keeping of cats bylaw because complaints about cats to our councils is low and it would require increased staff resources and costs to enforce.

The Wairarapa District Councils instead propose to continue to monitor national regulations and trends. We will also promote educational messaging for responsible cat ownership.

Controls on stock movement

Some stakeholders raised concerns about stock being moved on roads and wandering stock. No further controls are proposed. The Bylaw requires any person having control of an animal on a public place to ensure that the animal is kept under proper control so as not to create a danger or nuisance for other persons using the public place; and to ensure that no damage is caused to the public place, or to any object or other animal.

The Wairarapa District Councils think this provides sufficient protection for the community while providing stock owners flexibility in how they move their stock based on the type of stock, herd number and methods used (e.g. use of working dogs).

TE ĀHUA O TŌ TUKU KŌRERO

HOW YOU CAN HAVE YOUR SAY

We welcome your feedback on the proposed Wairarapa Consolidated Bylaw. **Submissions close 4.00pm Friday 25 July 2025.**

Masterton District Council is managing submissions on behalf of Carterton and South Wairarapa District Councils.



Complete our online submission form at: mstn.govt.nz, cdc.govt.nz, or swdc.govt.nz.



Download a fillable pdf submission form from any of the above websites and email to: submissions@mstn.govt.nz.



Pick up a submission form from one of our libraries or customer service centres or print out our printer-friendly form from the websites above. Post it to Masterton District Council, Freepost 112477, PO Box 444, Masterton 5840, or drop it off to one of our libraries or customer service centres.

Masterton District Council 161 Queen Street, Masterton

Carterton District Council 28 Holloway Street, Carterton

South Wairarapa District Council 19 Kitchener Street, Martinborough



Phone the Masterton team on 06 370 6300 between 9am and 4pm Monday to Friday (excluding public holidays) and tell us what you think.

Hearing

A hearing will be held on **Thursday 14 August in the afternoon**. This is an opportunity for any person or organisation who makes a written submission to present their views.

You will need to tell us on your submission form that you would like to attend the hearing and include an email address or phone number. We will contact you to arrange a time.

Want more information?

The proposed Wairarapa Consolidated Bylaw is included as part of this Statement of Proposal and on each of the Council websites.

The Review Findings Report and Council report identifying people's rights and freedoms affected by the proposed Bylaw are available on the Council websites.

What happens next?

Following the consultation period and hearing, all feedback will be considered by the Wairarapa Policy Working Group at a deliberations meeting.

The Wairarapa District Councils will then meet to adopt the Bylaw. If adopted, the bylaw will take effect from **October 2025**.

Date	Milestone
25 July 2025	Submissions close
14 August 2025	Hearings
19 August 2025	Deliberations
September 2025	Wairarapa District Councils decide whether to adopt the Bylaw
1 October 2025	If adopted, the Bylaw comes into effect

PUKA TĀPAE O NGĀ TURE Ā-ROHE TŌPU O WAIRARAPA

Wairarapa Consolidated Bylaw Submission Form

This submission allows you to give feedback on the proposed Wairarapa Consolidated Bylaw. Please read the Statement of Proposal before completing this form. The estimated time to complete is between 5-10 minutes.

What do I do with this submission form?

Once completed, you can either:



Scan or save to PDF and email to submissions@mstn.govt.nz



Post it to Masterton District Council, Freepost 112477, PO Box 444, Masterton 5840



Drop it off to one of the Wairarapa libraries or customer service centres:

Masterton District Council 161 Queen Street, Masterton

Carterton District Council 28 Holloway Street, Carterton

South Wairarapa District Council 19 Kitchener Street, Martinborough

You can also complete this submission form online at mstn.govt.nz, cdc.govt.nz, swdc.govt.nz, or over the phone by calling the Masterton Policy Team on 06 370 6300 between 9am and 4pm Monday to Friday (excluding public holidays) and tell us what you think.

Note: Part Eleven: Trade Waste consultation opened on 23 May. A Statement of Proposal and Submission Form has been made available for Part Eleven on Council websites, and Council customer service centres and libraries. Part Eleven has been included on this form should you wish to comment on this and other parts of the Bylaw in your submission.

For more information, please refer to the Statement of Proposal, draft bylaw and supporting information available on our websites:

www.mstn.govt.nz | www.cdc.govt.nz | www.swdc.govt.nz

Submissions close 4pm Friday 25 July 2025

Privacy Statement

All submissions will be made available to the public via the Wairarapa District Council websites. Your name, organisation (if applicable) and feedback will be included in public documents. All other personal details will remain private. If you have extenuating circumstances, please contact us prior to the submission closure date to request that your name be withheld.

Masterton District Council is managing submissions on behalf of the Wairarapa District Councils. The Privacy Act 2020 applies when we collect personal details. Further information is available at www.mstn.govt.nz/privacy-policy

Submission Policy

Information on our submissions process and minimum requirements for submissions content can be found on our website www.mstn.govt.nz/council/policies-and-bylaws/policies

Your Details

First Name (required): _____

Surname (required): _____

Postal address: _____

Phone: _____

Email: _____

Are you giving feedback on behalf of an organisation?

☐ Yes

☐ No

If yes, Organisation Name: _____

Hearings

A hearing will be held on **Thursday 14 August** for those wanting to present their views. You will have 5-10 minutes to present your feedback to elected members.

Would you like to present your views at the hearing?

If yes, please make sure your contact details in the previous section are correct so we can get in touch.

☐ Yes (in person)

☐ Yes (via Microsoft Teams)

☐ No

About You (Optional)

These questions help us understand which sectors of the community are providing feedback so we can improve our engagement approach. Your responses will not be made public with your submission. Only collated data will be reported to the Council.

What district do you live in?

- ☐ Masterton ☐ Carterton ☐ South Wairarapa ☐ I do not live in Wairarapa

What is your age range?

- ☐ Under 20 ☐ 20-29 ☐ 30-39 ☐ 40-49 ☐ 50-59 ☐ 60-69 ☐ 70+

Which ethnic group do you belong to? Select all that apply to you.

- ☐ NZ European ☐ Māori ☐ Pacific Peoples ☐ Asian
☐ Other, please state: _____

What is your gender?

- ☐ Male ☐ Female
☐ Another gender, please state: _____

Do you live with impairments/long-term health conditions or do you identify as tāngata whaikaha/disabled?

- ☐ Yes ☐ No ☐ Prefer not to answer

Your Thoughts

Our Proposal

The Wairarapa District Councils propose to adopt a bylaw to replace the Wairarapa Consolidated Bylaw 2019. The proposed bylaw has the following parts:

- Part One: Introductory
- Part Two: Public Places (including Park and Reserves)
- Part Three: Selling of Goods in Public Places
- Part Four: Prevention of Nuisance and Health or Safety Risk from Fire and Smoke
- Part Five: Keeping of Animals, Poultry and Bees
- Part Six: Traffic
- Part Seven: Cemeteries and Crematoria
- Part Eight: Beauty Therapy, Tattooing and Skin Piercing
- Part Nine: Water Supply
- Part Ten: Wastewater
- Part Eleven: Trade Waste

Overall thoughts

Which is your preferred option for the future of the Wairarapa Consolidated Bylaw?

☐ **Option 1: Adopt the proposed Wairarapa Consolidated Bylaw.**
This is our preferred option.

☐ **Option 2: Make changes to the proposed Wairarapa Consolidated Bylaw.** Please describe your suggested changes below.

☐ **Option 3: Do not adopt a Wairarapa Consolidated Bylaw.**
This option would rely on other non-regulatory approaches such as education or policies.

Please describe your suggested changes if you selected Option 2, or explain why you have selected Options 1 or 3. Attach separate pages if more space is required.

Do you have any feedback on the proposed bylaws parts?

If yes, please tick which part(s) you are providing feedback on. Attach separate pages if more space is required.

<input type="checkbox"/> Part One: Introductory	<input type="checkbox"/> Part Six: Traffic
<input type="checkbox"/> Part Two: Public Places (including Park and Reserves)	<input type="checkbox"/> Part Seven: Cemeteries and Crematoria
<input type="checkbox"/> Part Three: Selling of Goods in Public Places	<input type="checkbox"/> Part Eight: Beauty Therapy, Tattooing and Skin Piercing
<input type="checkbox"/> Part Four: Prevention of Nuisance and Health or Safety Risk from Fire and Smoke	<input type="checkbox"/> Part Nine: Water Supply
<input type="checkbox"/> Part Five: Keeping of Animals, Poultry and Bees	<input type="checkbox"/> Part Ten: Wastewater
	<input type="checkbox"/> Part Eleven: Trade Waste

Is there anything else you would like to tell us as part of your feedback on the Wairarapa Consolidated Bylaw? Attach separate pages if more space is required.



8.6 COMMITTEE MEMBERSHIP

1. PURPOSE

For Council confirm replacements on Committees with the resignation of Cr Dale Williams.

2. SIGNIFICANCE

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

3. BACKGROUND

An extraordinary Council vacancy was created pursuant to clause 5 Schedule 7 of the Local Government Act 2002 when Cr Dale Williams advised he is resigning as a councillor effective from 25 June 2025.

As the vacancy has occurred less than 12 months before the date of the next triennial election on 11 October 2025, a by-election is not required. However, Council needs to resolve to leave the vacancy unfilled for the remaining term of 3.5 months.

Councillor remuneration is set by the Remuneration Authority each year as a total pool. There is no option to decrease the pool should there be an extraordinary vacancy. As the vacancy on council will not be filled, then the amount which would have been paid to Cr Williams must be divided amongst the remaining elected members. This recognises the additional responsibilities they will be required to take on as a result of the decrease in the number of elected members.

The Mayor is excluded from this pool, as the Mayor's salary is set separately by the Authority.

Council needs to make a decision on distribution of the councillor remuneration pool from 25 June 2025.

4. COMMITTEE MEMBERSHIP

As the triennium ends in 3.5 months' time, and several meetings where Cr Williams is a member have concluded for the year, there is no need to replace Cr Williams on most committees. However, consideration could be given to the following:

1. Identifying a new councillor on the Risk & Assurance Committee. In practice, all non-appointed councillors attend this meeting, but those councillors don't have a vote. There is one more meeting before the end of the Triennium.
2. Replacing the Chair on the Chief Executive Employment Review Committee, and also identifying a Deputy Chair. Consideration could be given to the current Deputy Chair of the Committee, Deputy Mayor Steve Cretney, being the Chairperson, and identifying a councillor as the Deputy Chair.

3. Identifying a new councillor on the Community Grants Committee. As opposed to the other grants committees where Cr Williams is a member, this committee is yet to hold its annual grants round meeting on 20 August. However, the current Committee may be able to manage with the remaining 4 members.

Outlined below are the potential changes:

Committee	Members/Chair	Recommendation for replacement
Risk and Assurance Committee	Philip Jones (Independent Chair) Deputy Mayor S Cretney (Deputy Chair) Mayor R Mark (ex-officio) Cr G Ayling Cr D Williams Cr S Laurence Hurunui-o-Rangi Marae representative – Marty Sebire	Replacement to be considered <u>NB only one more meeting before the end of the triennium.</u>
Chief Executive Employment Review Committee	Cr Dale Williams (Chair) Deputy Mayor S Cretney (Deputy Chair) David Hammond – Independent Advisor All other elected members Representation from tāngata whenua <ul style="list-style-type: none"> Hurunui-o-Rangi Marae – M Sebire Ngāti Kahukuraāwhitia - J Ngātuerere 	Deputy Mayor S Cretney – Chair Xxx – Deputy Chair
Sport NZ Rural Travel Fund Committee	Cr B Deller (Chair) Cr D Williams (Deputy Chair) Cr S Gallon Cr L Newman Mayor Ron Mark (ex-officio)	NO REPLACEMENT as the annual Rural Travel Fund Grant round for 2025 is finished
Community Grants Committee	Cr R Cherry-Campbell (Chair) Deputy Mayor S Cretney (Deputy Chair) Cr D Williams Cr L Newman Mayor Ron Mark (ex-officio)	Replacement to be considered , as the grant round is on 20 August
RSA Grants Committee (Carterton and District Returned and Services Memorial Trust)	Deputy Mayor S Cretney Cr D Williams	NO REPLACEMENT as the annual RSA grant round for 2025 is finished

Advisory Group	Amendments 26 June 2024	
WWTP Advisory Group	Cr D Williams (Chair) Cr B Deller (Deputy Chair) Cr S Gallon Cr G Ayling Mayor Ron Mark (ex-officio)	NO REPLACEMENT as the annual meeting for the year has been held.

Rural Advisory Group	Cr B Deller (Chair) John Booth (Deputy Chair) – appointed Cr S Gallon Cr D Williams Cr G Ayling Mayor Ron Mark (ex-officio)	NO REPLACEMENT as there is only one more meeting before the end of the triennium
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External Committee/Entity	Elected Member Appointee	
Joint District Licensing Committee	Cr B Deller Cr D Williams	NO REPLACEMENT due to the end of the triennium in 3.5 months' time

5. REMUNERATION

Council is required to determine how to allocate the remuneration that would have been paid to Cr Williams for the duration of the triennium i.e. until the 2025 Local Body Election Results have been declared. Options include:

- Sharing the additional funds equally between the six remaining Councillors and the Deputy Mayor.
- Sharing the additional funding equally between the six remaining Councillors but excluding the Deputy Mayor.
- Setting an unequal allocation amongst Councillors e.g. based on individual Councillors taking on additional responsibilities.

The remuneration that needs to be reallocated is \$2,176.26 / month. The period is anticipated to be 3 ½ months to the end of the triennium, until approximately mid-October 2025, depending on any voting recounts sought.

6. RECOMMENDATION

That the Council:

- Receives** the report.
- Agrees** to not undertake a by-election with the resignation of Cr Williams.
- Agrees** to allocate the additional remuneration pool funding on the basis of [Choose either Option A, B or C above.]
- Agrees** to appointing Deputy Mayor S Cretney as the Chair and Cr xxxx as the Deputy Chair on the Chief Executive Employment Review Committee.
- Agrees / Does not agree** to appointing Cr xxxx / a councillor on to the Risk and Assurance Committee.
- Agrees / Does not agree** to appointing Cr xxxx / a councillor on to the Community Grants Committee.

File Number: 464392

Author: Geoff Hamilton, Chief Executive

Attachments: Nil



8.7 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 (the Act) 2 May 2025 to 17 June 2025.

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 Act 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 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 purposes of LGOIMA are specified in Section 4 which can be viewed here:

<https://legislation.govt.nz/act/public/1987/0174/latest/DLM122283.html>

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 which can be viewed here:

<https://legislation.govt.nz/act/public/1987/0174/latest/DLM122287.html>

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. Our practice is to 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 can prioritise our response ahead of other work. This mainly relates to requests from the media. Not all media requests for information are treated as LGOIMA requests.

All requests are recorded in a register and saved in our document management system.

The Council proactively publishes official information responses on our website. As such, the Council may publish the response on the CDC website after five working days. The requestor's name and contact details will be removed. Proactive release of information to the public promotes openness and transparency and fosters public trust and confidence in Council. There are administrative benefits for the Council, such as reducing requests for information which is publicly available and allowing for greater ease of handling of the requests that are received.

Published LGOIMAs can be viewed here: <https://cdc.govt.nz/your-council/official-information/lgoima/>

Most requests for information are supplied free of charge. Councils are entitled to charge for requests for information. Charging is based on the hours spent on a request, which includes the processing of files or any copying that is required. Councils charging policy is based on the Ministry of Justice Guidelines.

4. REPORTING LGOIMA REQUESTS TO COUNCIL

Attachment 1 contains the requests received from 2 May 2025 to 17 June 2025 as well as 3 requests received in the month of April 2025, which were open at the time of the 14 May 2025 report to Council.

As of 17 June 2025, there are 4 open requests.

The table below shows total numbers of requests received from the year 2023 to 17 June 2025.

Number of requests received 2023-2025			
	2023	2024	2025
January	10	4	0
February	5	7	7
March	5	5	5
April	7	7	7
May	11	7	5
June	6	0	3
July	7	3	
August	16	3	
September	10	9	
October	4	5	
November	12	5	
December	5	1	
Total	98	56	27

5. OMBUDSMAN

There have been no LGOIMA complaints to the Ombudsman.

6. RECOMMENDATION

That the Council:

1. **Receives** the report.

File Number: 453267

Author: Serah Pettigrew, Democratic Services Officer

Attachments: 1. LGOIMA requests from 2 May 2025 to 17 June 2025 ↓ [↓](#)

LGOIMA: 2 May 2025-17 June 2025

Requests received	Responses to requests	Requests resulting in a complaint to ombudsman	Average number of working days to respond
11	7	0	16.43

Date Received	Organisation	Subject	Working Days to respond
3/04/2025		"...we please request a datafile (csv,xlsx,geojson or other type of Geospatial compatible file) containing the following information: 1. The Name of each landfill/dump/tip (regardless of open or closed) 2. The physical address of that facility 3. The Latitude and Longitude for the facility as a point (or polygon if the GIS team already have that) 4. Current status of the facility (Active, Closed, or other statuses) 5. What Resource consents you hold are related to the facility? 6. The Size in hectares of the facility. If the size and other information is not readily available then the Name, Status, Physical Address will suffice."	20
17/04/2025		Apologies for not coming back on this sooner. Privacy - Only requests where someone has asked for information council holds on them that is personal information (e.g. payments made by to council, interactions had with council etc.) See for guidance: https://www.aucklandcouncil.govt.nz/about-auckland-council/privacy-official-information-requests/Pages/request-information-from-us.aspx Ombudsman complaints - Scope limited to only lgoima/privacy act related complaints.	20
7/05/2025		"...You have been very helpful. I don't, however, understand your reference to Privacy Act restrictions on disclosing information. There can be none. This is now an urgent request under LOGOMA. The reasons for urgency are because work continues in breach of the RMA, and probably, the Building Act. Also, the communications you refer to about need to be recorded contemporaneously. It is a narrow request: You advised The Building Team Leader has been in touch with the owner last week. Please advise the name and contact details of the Building Team Leader. Not something that can be withheld. Please advise the name of the "owner" who was contacted. How, and by what method. I assume by phone as you advise they were given a call. It seems much more likely it was the on-site builder. But please confirm. Please provide a note of the call, or a subsequent file note of what was said. Any suggestion now, so recently, it can't be recalled would be successfully complained about to the Ombudsman. Such a suggestion either reflects poor administration (i.e. no file note) or an inability to recall recent discussions. You advised the complaint was being dealt with by both the Building Team and/or Planning Team regarding our complaint about the ongoing non-compliant building works at s7(2)(a) Beach Road. I assume it is both Teams. Please confirm. Please disclose all emails and other communications sent or received relating to the advice referred to in the paragraph above. The time frame is limited. It will not take much time to assemble the information. Supporting the request for urgency. Please provide any further information how "the matter is being dealt with".	27
30/04/2025	Papids	I respectfully request the following information: 1. Mayor's Expenses: A detailed record of all expenses incurred by the Mayor, including but not limited to travel, accommodation, meals, entertainment, and other reimbursements, for the period from 1 January 2023 to 31 December 2024. 2. Chief Executive's Expenses: A detailed record of all expenses incurred by the Chief Executive, including but not limited to travel, accommodation, meals, entertainment, and other reimbursements, for the same period. Please provide these records in a digital format, such as PDF or Excel, and include any available supporting documentation (e.g., receipts, invoices, or summaries) that detail the nature and purpose of each expense. If any part of this request is unclear or if fulfilling it would require substantial collation or research.	27
12/05/2025		Regarding Resource Consent 230034: Discretionary Activity, Construct and operate a 4.5MW community scale solar farm. Decision date 26/07/2023. Please provide the following information: 1) Whether the S223 certificate has been issued and the date of issuance as applicable 2) Whether the S224 certificate has been issued and the date of issuance as applicable	1
13/05/2025	Taxpayers Union	I request the following information: 1. A full list of all committees within your council, including their names, purposes, and terms of reference. - The hierarchical structure of committees and their relationship to council governance. - Details on how committees report to the council or other governing bodies. 2. A list of all committee members (both elected and unelected) and the committee(s) they are part of. - For unelected committee members please include: - The scope of their remit and any specific expertise they bring. - Their CVs or	20

		biographies (if provided or required upon appointment). - Details on whether they hold voting rights in their respective committees. 3. The processes or criteria used for appointing unelected committee members. - Any policies or guidelines on diversity, qualifications, or community representation for committee appointments. 4. A breakdown of all payments, allowances, or reimbursements made to committee members (both elected and unelected), including the total paid in the most recent financial year. - Details of payment policies for committee members, including guidelines on allowances for meetings, travel, or other expenses. 5. Any conflicts of interest declarations submitted by committee members. - Any policies governing transparency, public engagement, or conflict resolution within committees. 6. Records of changes in committee structures or membership within the last three years. Just a bit more information for the top of the LGOIMA: Given recent public attention on unelected appointments to Council committees, we want to understand the extent of the use of CI 31(3) of Schedule 7 of the Local Government Act 2002 across all councils. We appreciate that some of, but not necessarily all, the information sought will be publicly available on your Council's website. However, given the information is likely to be contained in an unknown council agenda/report, please provide the specific URL to where we can find the sought information for each of the requests below.	
23/05/2025		"Can I please request a copy of Carterton WWTP's latest 3 annual monitoring reports?"	0
27/05/2025	Crossdale Dairies	We request the following information held by Carterton District Council relating to the building project at 1 Beach Road, Flat Point: 1. All correspondence between Council and any parties regarding this property/project from 1 January 2024 to present 2. All complaints or concerns received by Council regarding this property/project (including complainant details unless privacy exemptions apply) 3. All legal advice sought or received by Council regarding this matter, including advice on: o Council's jurisdiction and enforcement powers o Interpretation of building platform requirements o Relationship between resource consent conditions and private covenants 4. All internal communications between Council officers regarding this property/project 5. All records of Council's approach to similar building projects in the Flat Point Beach subdivision BACKGROUND This request relates to ongoing discussions about a building extension and questions regarding Council's jurisdiction over resource consent conditions versus private restrictive covenants.	
2/06/2025		I request a comprehensive, exhaustive, and complete list of all roads within the jurisdiction of your agency, as a Road Controlling Authority (RCA), where: 1. The term "road" shall be defined in accordance with the Land Transport Rule: Setting of Speed Limits 2024, which adopts the same definition as the Land Transport Act 1998. 2. For each such road (or part thereof), there is a sign-posted speed limit in effect as of 2 June 2025, where the sign: o Complies with all requirements specified in section 8 of the Land Transport Rule: Setting of Speed Limits 2024; and o Displays a speed limit that is lower than the legal or default speed limit for the same section of road, as recorded in the National Speed Limit Register (NSLR) as at 2 June 2025. 3. The information should specify, for each road (or section of road) identified: o The legal speed limit (as per the NSLR) for that road section, as at 2 June 2025. o The sign-posted speed limit displayed on the relevant speed limit sign(s), as at 2 June 2025. o Any supporting information or explanations the RCA holds regarding the discrepancy between the legal speed limit and the sign-posted speed limit. o Any information held by the RCA regarding the number of speed limit infringements, of any kind, that have been issued to road users on the identified roads (or sections of roads).	
4/06/2025	Taxpayers Union	This is request 2 of 2 in preparation of the Taxpayers' Union Ratepayers' Report for the 2023/24 financial year. This is a request for information under the Local Government Official Information and Meetings Act 1987. Please use GST inclusive figures where applicable. I request the following information for the 2023/24 Financial Year: 1. Personnel a. The total number of staff dismissed due to poor performance in the last financial year. b. If applicable, the FTE number of staff employed by council-controlled organisations. c. The total number of staff including those employed by council-controlled organisations receiving remuneration in excess of \$100,000. d. The total number of staff including those employed by council-controlled organisations receiving remuneration in excess of \$200,000. e. The mean and median remuneration for the Council, and its CCOs. 1.1 Management a. The FTE number of managers employed b. The Taxpayers' Union defines a manager as: any staff member who is responsible for a team of staff, or who has employees reporting to them and organises them to achieve their department's or organisation's specified goal. c. The ratio of management to total staff numbers d. The average and median salary of a manager 1.2 Communications a. The FTE number of communications and marketing staff employed b. The average and median salary of communications and marketing staff 1.3 Core services a. The FTE number of staff employed to work on the delivery and/or maintenance of local infrastructure. b. The Taxpayers' Union defines infrastructure FTE as hours worked by staff who are directly responsible for maintaining council assets and services, including physical involvement in environmental services, stormwater, roading, water supply, wastewater, and solid waste management. c. The FTE number of staff employed to provide regulatory functions d. The Taxpayers' Union defines Regulatory FTE as hours worked by staff who are directly responsible for	

		upkeeping and enforcing council functions and income, including parking, democracy services, rates collection, building and planning consents, and health licencing. e. The FTE number of staff employed in customer-facing roles f. The Taxpayers' Union defines Customer Service FTE as hours worked by staff who are directly responsible for communication and providing aid for members of the public, such as libraries, pools, art galleries, venues and events, and customer service, whether in person or by phone. 2. Payments to third parties a. The total payments made by the Council (or any council-controlled organisation) to any Chamber of Commerce, including GST. b. The total payments made by the Council (or any council-controlled organisation) to Local Government New Zealand (LGNZ), including GST. c. The total payments made by the Council (or any council-controlled organisation) to the New Zealand Society of Local Government Managers (SOLGM), including GST. 3. Audit and Risk Oversight a. How many members are on the Council's Audit and Risk Committee (or equivalent)? b. Does the Council have independent members on the Committee? c. Is the Chair of the Committee an independent member? d. Does the Council have a lawyer (with a current practising certificate) on the Committee? e. Does the Council have an accountant (with a current practising certificate) on the Committee? f. Does the Council have a code of conduct requiring political neutrality from Council staff? 4. Payments to third parties a. The total payments made by the council or any CCO to any Chamber of Commerce, including GST b. The total payments made by Council or its any CCO to Local Government New Zealand (LGNZ), including GST c. The total payments made by the Council or any CCO to the New Zealand Society of Local Government Managers (SOLGM) including GST	
9/06/2025		Can you please provide me with the following details for Dates between 1st May – 1st June 2021, 1st May – 1st June 2022, 1st May – 1st June 2023, 1st May – 1st June 2024, 1st May – 1st June 2025 If the testing of these substances are not captured between these dates please specify why they were not and the alternative consistent dates they were tested, and provide that data. The test point location should be clearly identified and an indication that this point remained unfiltered or screened prior to testing. Show where the publicly accessible common tap furthest downstream, from the Water treatment facility while still within the CBD Area (WS) a Surface Water Site (SW) and Well Site (MW) near the Water Treatment Facility. All data needs to be reported in Micro Grams per Liter ug/L in an editable Excel format as shown here:	
Requests not closed yet.		4	



8.8 SERVICE REQUESTS AND COMPLAINTS

1. PURPOSE

For the Council to be informed on Service Requests received in May 2025 to 17 June 2025, and Complaints received from May 2025 to 17 June 2025.

2. SIGNIFICANCE

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

3. BACKGROUND

Customer Service Requests and Complaints come to Council through many avenues. It is preferred that the Service Requests and Complaints are in writing, however, Council will accept these via telephone, people who come into the Council office, or by letter, email, and through our Social Media channels.

The local government legislation sets out specific responsibilities for functions and activities to be delivered by Council. Council's obligation under the legislation is to meet the Department of Internal Affairs (DIA) performance measures that are reported on quarterly and annually. The key performance is to acknowledge the Service Requests and Complaints within the first 24 hours.

Council has an obligation to respond within 10 working days of receiving the Service Request or Complaint to inform if any additional time is required to resolve the issue.

All requests are recorded in a Service Request Management system register and saved in the Council's document management system.

Service Request Management is the operational system for the management of all requests for Council action excluding information requests, progress on consent/licence applications, and library/Event Centre activity. Such requests essentially cover the following business activities:

- Animal control
- Health
- Parks and Reserves
- Potable Water
- Waste Water
- Storm Water
- Roothing
- Rural Water
- Solid Waste

- Building Services
- Operations
- Management
- Infrastructure
- Communications Team

Council officers consider these to be service-related, that is, Council responding to a resident or community request.

A Service Request is any notification received from a customer, client, contractor or member of the public regarding a fault, a breakdown in service, or investigation of issues and concerns.

A Complaint is an expression of dissatisfaction with a CDC decision, process followed, outcome, employee or contractor action, or quality of service.

A person can log a service request or a complaint or report a fault online which can be viewed in the Carterton District Council website on this link: <https://cdc.govt.nz/service-request/>.

4. SERVICE REQUEST REPORTING

For the year 2025, **Attachment 1** contains the list of the 14 Business Activities and the number of Service Requests received covering the month of March 2025 to 5 May 2025. Depending on the circumstances of the request within each activity, some request may take longer to complete and can be affected by weather conditions.

For the year 2023, 1243 requests were opened and closed.

For the year 2024, 1333 requests were opened, and 1289 were closed.

As of 5 May 2025, 6 Service Requests are open, and 3 closed.

The table below shows total numbers of service requests received from January 2024 to June 2025.

Number of service requests received		
Row Labels	Opened Tickets	Closed Tickets
2024	1333	1310
Jan	133	131
Feb	130	127
Mar	119	118
Apr	114	111
May	103	102
Jun	80	79
Jul	123	121
Aug	107	107
Sept	128	126

Number of service requests received		
Row Labels	Opened Tickets	Closed Tickets
Oct	127	124
Nov	93	91
Dec	76	73
2025	425	354
Jan	127	122
Feb	92	86
Mar	106	92
Apr	94	51
May	6	3
June	25	7
Grand Total	1783	1671

5. REPORTING ON SERVICE COMPLAINTS

As per Council's obligations under the Local Government Act 2002, Council must respond to Service Complaints within 10 working days of receiving a complaint.

What Constitutes a complaint is an expression of dissatisfaction, from our customers, with a CDC decision, process followed, outcome, employee or contractor action, or quality of service.

Where the information has been withheld under section 7(2)(a) of the Local Government Official Information and Meeting Act 1987 (the Act), the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.

Records of numbers of complaints received began in October 2023.

The table below shows total numbers of complaints received from the year 2023 to 17 June 2025.

Number of complaints received			
Month	Year		
	2023	2024	2025
January		5	0
February		6	5
March		6	0
April		1	0
May		4	7
June		1	3
July		3	
August		5	
September		8	
October	3	3	
November	7	3	
December	6	0	
Total	16	45	15

6. RECOMMENDATION

That the Council:

1. **Receives** the report.

File Number: 453266

Author: Serah Pettigrew, Democratic Services Officer

Attachments:

1. Service Requests received covering the month of May 2025 to 17 June 2025 [↓](#) [↓](#)
2. Service Complaints covering the period 2 May 2025 to 17 June 2025. [↓](#)

The 14 Business Activities and the number of Service Requests received covering the month of May 2025 to 13 June 2025

Row Labels	Opened Tickets	Closed Tickets
Animal Control	3	0
Complaint	1	0
Dog Attack on Animals	1	0
Dog Rushing	1	0
Roading	16	4
Roading - Enquiry	1	0
Roading Street Lighting / Under verandah lights	2	0
Foot Path/s	1	0
Other	5	1
Rubbish Collection	2	1
Abandoned Car	1	1
Road Sign Down	4	1
Potable Water	1	1
Road Leak	1	1
Solid Waste	2	1
Kerbside Collection	2	1
Management	1	1
Complaint	1	1
Parks and Reserves	2	0
Other	1	0
Cut Back	1	0
Grand Total	25	7

Service Complaints Report: 2 May 2025 to 17 June 2025			
Complaints received	Responses to complaints	Complaints resulting in a review	Average number of working days completed
0	4	0	1.00

Date Received	Organisation	Subject	Working Days completed
15/05/2025		The Chief Ombudsman received a building consent complaint about council permitted a solar farm to be constructed near the owner's property.	1
19/05/2025		Complaint about glare from solar panels.	
9/06/2025		Property owner was assaulted while on his property by an upset female neighbour while he was spraying on his property.	
11/06/2025		An unsavoury complaint received by council relating to a dog and a staff member.	1
12/06/2025		Privacy complaint received about information being breached.	
Complaints not closed yet		3	

9 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
9.1 - Confirmation of the public-excluded minutes of the Council meeting 14 May 2025	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
9.2 - Confirmation of the public-excluded minutes of the Council meeting held 11 June 2025	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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

Kia whakairia te tapu

Kia wātea ai te ara

Kia turuki whakataha ai

Kia turuki whakataha ai

Haumi ē, hui ē, taiki ē