



Te Kaunihera-ā-Rohe o Taratahi

CARTERTON
DISTRICT COUNCIL

AGENDA

Ordinary Council Meeting

Date: Wednesday, 1 April 2026

Time: 4:45 pm

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

Mayor S Cretney

Deputy Mayor G Ayling

Cr B Deller

Cr S Laurence

Cr L Newman

Cr S Gallon

Cr R Round

Cr J Burns

Cr S Casey

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, 1 April 2026 at 4:45 pm

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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 awahi 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

7 CONFIRMATION OF THE MINUTES



7.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 FEBRUARY 2026

1. RECOMMENDATION

1. That the Minutes of the Ordinary Council Meeting held on 18 February 2026 are true and correct.

File Number: 508550

Author: Robyn Blue, Democratic Services Officer

Attachments: 1. Minutes of the Ordinary Council Meeting held on 18 February 2026

**MINUTES OF CARTERTON DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE CARTERTON EVENTS CENTRE, 50 HOLLOWAY ST, CARTERTON
ON WEDNESDAY, 18 FEBRUARY 2026 AT 1:00 PM**

PRESENT: Mayor Steve Cretney (Chair), Deputy Mayor Grace Ayling (Deputy Chair), Cr Brian Deller (via videoconference), Cr Steve Laurence, Cr Lou Newman, Cr Steve Gallon, Cr Rachel Round, Cr Jane Burns, Cr Simon Casey

IN ATTENDANCE: Staff

Geoff Hamilton (Chief Executive), Marc Ferguson (Chief Financial Officer), Solitaire Robertson (Group Manager Planning and Regulatory), Glenda Seville (Group Manager Community and Facilities), Lawrence Stephenson (Group Manager Infrastructure), Sara Renall (Senior Communications and Engagement Advisor), Robyn Blue (Democratic Services Officer)

Other

Anna Maxwell and Roger Wigglesworth (Destination Wairarapa)

Matt Carrere (videoconference) and Anna Lawrence and Natasha Kyd (Wellington NZ)

KARAKIA TIMATANGA

The meeting opened with a karakia by all members.

REMEMBERANCE

There was a minute's silence to remember two previous councillors who had recently passed away:

Bill Knowles – Bill served 15 years on Council, and one term as Deputy Mayor. He was instrumental in the development of Sparks Park, and was the inaugural Chair of the Sparks Park Committee.

Barbara Durban - Barbara was a councillor from 2007 to 2013. She was an advocate for community-led projects and was particularly involved in infrastructure and planning. She was a key driver for development of the Wairarapa Events Centre, and was known for her honesty and integrity.

1 APOLOGIES

MOVED

That an apology be received from Joel Ngātūere.

Mayor S Cretney / Cr L Newman

CARRIED

2 CONFLICTS OF INTERESTS DECLARATION

There were no conflicts of interest declared.

3 PUBLIC FORUM

There was no public forum.

4 DISCUSSION OF PUBLIC FORUM

Not applicable.

5 YOUTH COUNCIL VIEWS ON AGENDA ITEMS

Nil.

6 CONFIRMATION OF THE MINUTES

7.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 10 DECEMBER 2025

MOVED

1. That the Minutes of the Ordinary Council Meeting held on 10 December 2025 are true and correct.

Cr J Burns / Cr R Round

CARRIED

7 REPORTS

8.1 CHIEF EXECUTIVE REPORT

1. PURPOSE

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

MOVED

That the Council:

1. **Receives** the report.

Mayor S Cretney / Cr R Round

CARRIED

2. **Agrees** to bring forward \$800,000 of the 2026/27 Water Supply Network Renewals budget to allow continuation of work.
3. **Agrees** to the transfer of \$540,362 from Backflow Prevention budget (WSC25Boundrybackflow) to the Water Supply network renewal budget (WSC25Mainsreplace).
4. **Agrees** to the transfer of \$132,230 from Condition Assessment budget (WSC25Conditionassess) to the Water Supply network renewal budget (WSC25Mainsreplace).

Mayor S Cretney / Cr S Gallon

CARRIED

8.2 DESTINATION WAIRARAPA QUARTERLY REPORT

1. PURPOSE

For the council to receive a report of activities for the quarter ending December 2025.

NOTED

- Wairarapa has been recognised by Lonely Planet as a 'Best in Travel' destination. This will generate significant international media coverage valued at over \$4 million.
- Dark Sky tourism initiatives and the Classic New Zealand Wine Trail partnership were highlighted as key growth opportunities, which will bring an increase in international visitors to the Wairarapa.

MOVED

That the Council:

1. **Receives** the report.

Mayor S Cretney / Cr S Casey

CARRIED

8.3 WELLINGTON NZ QUARTERLY REPORT

1. PURPOSE

For Council to receive a report of activities for the quarter 31 December 2025 on the delivery of the Wairarapa Economic Development Strategy.

MOVED

That the Council:

1. **Receives** the report.

Deputy Mayor G Ayling / Cr S Casey

CARRIED

8.4 QUARTERLY PERFORMANCE REPORT FOR THE PERIOD ENDING 31 DECEMBER 2025**1. PURPOSE**

To present the quarterly financial and non-financial performance results to the Council for the period ending 31 December 2025.

MOVED

That the Council:

1. **Receives** the report.

Cr L Newman / Deputy Mayor G Ayling

CARRIED**8.5 CARRINGTON PARK PLAY SPACE UPGRADE****1. PURPOSE**

For the council to receive an update on the project and consider allocation of additional funds to support the project.

MOVED

That the Council:

1. **Receives** the report.

Mayor S Cretney / Cr L Newman

2. **Approves** and additional \$900,000 unbudgeted expenditure, funded from Reserves Contribution Fund and Parks & Reserves Depreciation Reserve, as appropriate.

For the motion – Mayor S Cretney, Cr S Laurence, Cr L Newman, Cr J Burns, Cr S Gallon

Against the motion – Cr B Deller, Cr S Casey, Cr R Round, Deputy Mayor G Ayling

CARRIED

The meeting went into recess at 3 pm, and reconvened at 3.10 pm.

8.6 2026/27 ANNUAL PLAN CONSULTATION APPROACH**1. PURPOSE**

For the Council to determine its community engagement approach for the 2026/27 Annual Plan.

MOVED

That the Council:

1. **Receives** the report.

Cr L Newman / Deputy Mayor G Ayling

CARRIED

2. **Resolves** that the draft Annual Plan 2026/27 does not contain any significant or material difference from Year 3 of the Long-term Plan 2024-34, and therefore, in accordance with section 95(2) and 95(2A), consultation is not required however, information will be provided to the community regarding the content of the plan following adoption.

Mayor S Cretney / Cr R Round

CARRIED**8.7 REVIEW OF ACTIONS ARISING FROM THE CHIEF OMBUDSMAN'S REPORT ON COUNCIL MEETINGS AND WORKSHOPS****1. PURPOSE**

For Council to review CDC actions arising from the Chief Ombudsman's report on Council meetings and workshops.

MOVED

That the Council:

1. **Receives** the report.

Mayor S Cretney / Deputy Mayor G Ayling

CARRIED

2. **Agrees** to not uploading Advisory Group meetings to You Tube.

Mayor S Cretney / Cr L Newman

CARRIED

3. **i) Agrees** to continuing the practice of not producing public-excluded agendas and minutes of the Chief Executive and Mayor's sessions.

Cr S Laurence / Cr S Gallon

CARRIED

4. **Agrees** to continue making Council meetings available to the public through a Teams link and also uploading to YouTube.

Cr L Newman / Cr S Casey

CARRIED

5. **Agrees** that only workshops with identified public interest are uploaded to YouTube, otherwise they will be made available on request.

Mayor S Cretney / Cr S Casey

CARRIED

6. **Notes** there are no other changes to planned actions in response to the Chief Ombudsman's Report in 2023 on workshops and his recommendations to Councils.

Mayor S Cretney / Deputy Mayor G Ayling

CARRIED

8.8 COMBINED WAIRARAPA DISTRICT PLAN REVIEW – JOINT COMMITTEE APPOINTMENT

1. PURPOSE

The purpose of this report is to present Council with the recommended composition of the Joint Committee to oversee the resolution of Environment Court appeals on the Proposed Wairarapa Combined District Plan and to present the Joint Committee's proposed delegations.

MOVED

That the Council:

1. **Receives** the report 'Combined Wairarapa District Plan Review – Joint Committee appointment' 18 February 2026; and
2. In accordance with sections 34(1) of the Resource Management Act 1991 ("RMA") and clause 30 of Schedule 7 to the Local Government Act 2002, the Masterton District Council:
 - (i) **unites** with the Masterton District Council and South Wairarapa District Council in appointing a joint committee, to be known as the Wairarapa Combined District Plan Joint Committee to exercise the functions, duties and powers of the Council under the First Schedule to the Resource Management Act 1991 which are delegated to the Joint Committee; and
 - (ii) **agrees** that each council will appoint two members to the Joint Committee with the ability to appoint alternate members to cover absences; and
 - (iii) **agrees** to the appointment to the Joint Committee of 2 members (one member representing Rangitāne o Wairarapa and one member representing Ngāti Kahungunu ki Wairarapa) to be appointed by the four iwi entities (Kahungunu ki Wairarapa, Ngāti Kahungunu ki Wairarapa Tāmaki Nui ā Rua Settlement Trust, Rangitāne o Wairarapa, and Rangitāne Tū Mai Rā Trust); and

- (iv) **agrees** that the Joint Committee will appoint an appropriately qualified Commissioner as an independent Chair and the Joint Committee will appoint one of its members as the Deputy Chair; and
- (v) **agrees** that the removal of the office of Chair and Deputy Chair is within the powers of the Joint Committee; and
- (vi) **agrees** that the quorum of the Joint Committee will be five members and include at least one member of each territorial authority; and

Mayor S Cretney / Cr S Laurence

CARRIED

(vii) appoints the following councillors as the Carterton District Council members to the Joint Committee:

- (i) Councillor Brian Dellar
- (ii) Councillor Jane Burns

Deputy Mayor G Ayling / Cr L Newman

CARRIED

(viii) Appoints the following councillor as the alternate member of the Joint Committee to cover the absence of one of the appointed members:

- (i) Councillor Rachel Round

Mayor S Cretney / Cr S Gallon

CARRIED

- 3. In accordance with Section 34 of the Resource Management Act 1991 the Carterton District Council **delegates** to the Wairarapa Combined District Plan Joint Committee all its functions, powers and duties under the First Schedule to the Act.

Mayor S Cretney / Cr R Round

CARRIED

8.9 APPOINTMENTS TO TWO EXTERNAL ADVISORY GROUPS

1. PURPOSE

For the Council to make elected member appointments to two external advisory groups for the 2025-28 Triennium.

MOVED

That the Council:

- 1. **Confirms** the following GWRC appointments for the term of this Triennium:

Committee / Entity	Elected Member Appointee(s)
Upper Ruamāhanga River Advisory Group	Cr B Deller Mayor S Cretney
Waiōhine River Advisory Group	Cr B Deller

Mayor S Cretney / Cr R Round

CARRIED

8.10 GOVERNANCE STATEMENT 2025-2028**1. PURPOSE**

To update the Local Governance Statement for the 2025-2028 Triennium in accordance with Section 40 of the Local Government Act 2002.

MOVED

That the Council:

1. **Receives** the report.
2. **Adopts** the updated Governance Statement 2025-2028, as required by Section 40 of the Local Government Act 2002 subject to correction of the following words on page 5 (in bold):

*“The review is binding for ~~the next two election cycles in 2025 and 2028~~ this **election cycle (2025 – 2028) and 2028-2031**, unless Council decides to undertake another review”.*

Mayor S Cretney / Cr J Burns

CARRIED**8.11 UPDATED WELLINGTON REGION TRIENNIAL AGREEMENT 2025****1. PURPOSE**

For Council to confirm the Wellington Region Triennial Agreement for 2025 – 2028.

MOVED

That the Council:

1. **Confirms** the updated Wellington Region Triennial Agreement 2025.

Deputy Mayor G Ayling / Cr J Burns

CARRIED

8.12 COUNCIL SUBMISSIONS ON PROPOSED LEGISLATION

1. PURPOSE

For the council to endorse external submissions to the Government's consultations on its proposals for a *Rates Target Model*, and *Simplifying Local Government*.

MOVED

That the Council:

1. **Ratifies** CDC's submission to the Department of Internal Affairs on the Rates Target Model proposal on 4 February 2026.

Mayor S Cretney / Deputy Mayor G Ayling

CARRIED

2. **Approves** CDC's submission on the Simplifying Local Government proposal to be formally lodged with Government before 20 February 2026.

Cr J Burns / Cr S Gallon

CARRIED

8.13 LOCAL WATER DONE WELL UPDATE

1. PURPOSE

This report is an information update for the Council on the Wairarapa Tararua water establishment and transition programme.

MOVED

That the Council:

1. **Receives** the report.

Mayor S Cretney ./ Deputy Mayor G Ayling

CARRIED

8.14 AMENDMENTS TO THE INVESTMENT COMMITTEE TERMS OF REFERENCE AND STATEMENT OF INVESTMENT POLICY AND OBJECTIVES (SIPO)

1. PURPOSE

For Council to approve the updated Terms of Reference and Statement of Investment Policy and Objectives (SIPO) for the Investment Committee.

MOVED

That the Council:

1. **Receives** the report.

Mayor S Cretney / Cr L Newman

CARRIED

2. **Approves** the updated Terms of Reference and Statement of Investment Policy and Objectives subject to the following amendment (in bold) - *“The purpose for which the Reserves and Investment Fund has been established is to generate income and grow the Reserve Assets in order to provide funding **in real terms** for community outcomes as set out in the Long-Term Plan”.*

Cr S Laurence / Cr L Newman

CARRIED

8.15 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) 2 December 2025 to 2 February 2026.

MOVED

That the Council:

1. **Receives** the report.
2. **Notes** the results of the LGOIMA Self-Assessment Tool.

Mayor S Cretney / Cr J Burns

CARRIED

8.16 SERVICE REQUESTS AND COMPLAINTS

1. PURPOSE

For the Council to be informed on Service Requests and Complaints received 2 December 2025 to 2 February 2026.

MOVED

That the Council:

1. **Receives** the report.

Mayor S Cretney / Deputy Mayor G Ayling

CARRIED

DRAFT

8 EXCLUSION OF THE PUBLIC

RESOLUTION TO EXCLUDE THE PUBLIC

MOVED

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 - Conditions for re-appointment of the Independent Advisor for the CE Employment Review Committee	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)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	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 - Property Review	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
9.3 - Appointment of the Chair of the Risk and Assurance Committee	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

Mayor S Cretney / Cr L Newman

CARRIED

MOVED

That Council moves out of Closed Council into Open Council.

Mayor S Cretney / Deputy Mayor G Ayling

CARRIED

9 KARAKIA WHAKAMUTUNGA

The meeting closed with a karakia by all members.

The Meeting closed at 4.25 pm

Minutes confirmed:

Date:

DRAFT

8 REPORTS



8.1 CHIEF EXECUTIVE REPORT

1. PURPOSE

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

2. SIGNIFICANCE

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

3. SIGNIFICANCE

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

4. COMMUNITY SERVICES

Community & Partnerships

Neighbourhood Support

Weekly newsletters continue to be distributed to all Neighbourhood Support groups, providing community updates along with NZ Police crime data for Carterton. These reports, which include practical security tips, are well received by residents.

Letterbox drops featuring “Join Now” invitations were completed on Augustus Street, Taylor Street, and Broadway. These included information on the benefits of joining Neighbourhood Support, along with “growing neighbourhood” seed packets.

Signage for recently joined groups has been installed by a contractor at Hurunui O Rangi Marae, Gladstone Road, De Lacy Lane, and Broadway.

The Neighbourhood Support Coordinator has also updated the promotion of local events for March, encouraging community participation and involvement.

Walking & Wheels

The ‘Out & Active’ campaign continues until the end of March. This is a guide to staying active, connected, and well, in the Carterton District. Whether you’re looking for local events, family-friendly activities, clubs to join, or simple ways to enjoy the outdoors,



you'll find it all here. Carterton is packed with opportunities to move, explore nature, and connect with others.

From cycling challenges and triathlons to StoryWalks®, skate parks, swimming pools, and our 30 beautiful parks and reserves, there's something for everyone, all year round.

Visit [Out & Active in Carterton | Carterton District Council](#) for more information.

StoryWalk©

A new storywalk has been installed in Carrington Park. 'The Great New Zealand Easter Egg Hunt' is another great story published here in NZ focussing on NZ iconic animals and birds.



Grants

Promotion of all currently open grant programmes is underway through established networks and direct communication with previous recipients. The Creative Communities Grant, Waste Minimisation Rapid Fund, Returned and Services Memorial Trust Tertiary Fund, and the Rural Travel Fund are all now open for applications, with ongoing outreach to ensure strong community engagement.

Two applicants have been successfully appointed to the Creative Communities Committee. The Grants Administrator will coordinate assessor training prior to the assessment meeting in April.

The team has organised a series of public workshops to support community organisations and clubs in future-proofing their groups. These workshops will cover topics such as recruitment, understanding officer roles, and accessing funding support.

Additionally, we are planning our annual Funders Forum workshops across the region. All three councils are involved and will each host a forum within their district.

The team has also coordinated the development of the 2026 Funders Booklet, along with promotional tiles and supporting resources for each event.

Community Events

Holloway Hoopla

Around 1,000 people joined us for the second Holloway Hoopla on Sunday 15 March. The sun was shining, face painting was in full swing, and it was great to have both indoor and outdoor spaces for our community to enjoy this free event.

The strong construction theme was reflected across the day through interactive activities, storytelling, and hands-on competitions. Many of the offerings were community-led or supported by our Community and Partnerships event team.

We were pleased to be joined our Tuia mentee for 2026.



Upcoming Events

19 March – Dogs in Togs

25 April – ANZAC Day

27 May – Citizenship Ceremony

6 June – Charles Rooking Carter Community Awards and Miriama Kamo – Less Waste; Greater Place

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)

Climate Change

Carterton's Climate Change Strategy Implementation Plan

We are making good progress against Carterton's Climate Change Strategy Implementation Plan, though no major milestones have occurred in the reporting period.

Analysis

A climate change risk summary was presented to the Risk and Assurance committee on 11 March and [reported on in the media](#).

A draft of a Fleet Review has been completed to inform Long-Term-Plan development and has been shared with the ELT for discussion.

The 2024/25 emissions inventory is near complete. The report also analyses the likely impact of separation of activities into a new water entity from July 2027. Approximately 92.5% of Council emissions will go with the new entity, with electricity and fuel making up most of what remains.

Community engagement

The climate community forums pilot continues.

The 27 February forum featured Dr Alex Pezza from GWRC talking about the new climate change projections for the Wairarapa. Climate changes will be greater than in the previous projections. There were 20 attendees. A recording of the forum is available on request to the Climate Change Coordinator.

Upcoming Forums

25 March - Donut Economics with Bruce Anderson 7pm to 9pm in Hurunui-o-Rangi Room)

14 & 15 April – The Youth Climate Forum has a variety of speakers and activities lined up. The timing of the event ties in with the Wairarapa Nature At Night fortnight and Conservation week the following week.

17 April - Environmental Law Initiative (ELI) talking about Climate Litigation in New Zealand.

18 April - BioChar workshop with Phil Stevens from Living Economies.

Visit [Climate Change | Carterton District Council](#) for more information and registration process.

Although the pilot will be evaluated in May, we are planning a May forum on Climate/community preparedness/Emergency Management, and a June forum in conjunction with the Library and WaiWord on their guest author for the month.

MTFJ (Mayors Taskforce for Jobs Wairarapa)

Since January, the Mayors Taskforce for Jobs (MTFJ) Wairarapa team has achieved strong momentum, with 15 candidate placements to date, including:

- 10 MSD contractual outcomes
- Two walk-in placements (non-contractual)
- Three candidates currently transitioning into full-time employment and MSD contractual outcomes



This represents nearly 50% of the total required outcomes for the 2025–2026 funding period.

Recent success has been driven by increased on-site engagement, including workplace visits, ongoing employer follow-up, and a growing “ripple effect” of local businesses initiating direct contact with MTFJ. This activity reflects the programme’s enhanced community visibility through targeted social media updates and word-of-mouth referrals.

Workplace visits continue to be a valuable tool in connecting rangatahi with career pathways across Wairarapa. They allow candidates to experience different workplaces first-hand and engage directly with employers in a low-pressure setting — helping build confidence, understanding of roles, and mutual connections.

Programme and Event Highlights

On 24–25 February, MTFJ Wairarapa launched Ready, Set, Go! – Human Skills for Readiness, with strong participation and engagement across both sessions.

Twelve rangatahi explored their feelings about work, identified strengths and areas for growth, and set personal next steps — showing encouraging levels of self-awareness and work readiness that help bridge the gap between preparation and employment.



Following the workshops, MTFJ Wairarapa partnered with Go Carterton to host a Business After 5 event, attracting more than 40 attendees.

Guests included Hon. Mike Butterick, MP (National Party), representatives from MSD, local councils, Makoura College, Kuranui College, local employers, and of course, the MTFJ candidates (rangatahi). The event provided a vibrant networking opportunity and further solidified community connections around youth employment.



Upcoming Activities

- Business After 5 with the Martinborough Business Association
- Breadcraft site visit with the current MTFJ cohort

General Community

The team supported the Wairarapa Disability expo by promotion of Council mobility design and installation;

Carterton Library

Statistics

Month	Physical issues	Ebook/Emagazine/Audiobook issues on Libby	Launches of Library App	New Members
December 2025	4120	727	3156	21
January 2026	4345	904	3461	25
February 2026	4755	829	3265	30

Programming

The Stories & Songs preschool weekly programme continues to be popular, receiving positive feedback and good attendance, particularly from Carterton Kindergarten. The addition of displaying songs, rhymes, and their lyrics on a screen has been well-received, allowing parents and caregivers to participate more easily.

In February, a monthly bilingual Stories & Songs session featuring both English and Te Reo Māori was introduced. This initiative was similarly well received, with good attendance and positive comments on the library's Facebook page following the first session.

A very successful collaborative workshop and then talk with Wairarapa Word and the poet Karlo Mila took place on Sunday 1 March.

A Haiku workshop for all ages was held in the library on Friday 20 March and was well attended.

Holloway Hoopla

The library opened for the first time as part of the Holloway Hoopla on Sunday, March 15.

After discussing the event's theme with other Council staff, the library tailored two special story time sessions titled "Boom, Bang, Build" and had LEGO® bricks available for imaginative construction. A total of 21 attendees participated in the morning story time session, while 31 attended in the afternoon. Additionally, there was a pop-up book sale. On the day, three people joined the library, and many first-time visitors were happy to see the library open for a community event.

Social Media

The library's Facebook page has been growing in followers and engaging well with the community. Most posts have multiple 'likes', many are 'shared', and generate positive comments. The most popular post in March attracted 35 'likes' and four 'shares'. This is important for building the library's presence in the community.

Feedback

About the first bilingual session:

"Ka rawe for the amazing, animated storyteller, bringing the stories alive with language te reo/English, moving bodies, thinking minds and so much feeling from the manawa. Enjoyment a key for tamariki and the adults and Nannas too 🍷"

"The people leading this have put so much effort and thought in!! I heard karakia, multiple Waiata, and a story. Such a great offer for the tamariki!!"

About Holloway Hoopla:

"Loved seeing you open today."

"The story time was wonderful! Quintin was fantastic!"

General:

“I live in Southampton in the UK, and this library is much better than my local library there.”

“I love your library app – so clever and convenient!”



Storm Response and Recovery

The high-wind event that affected the district resulted in the loss of several mature specimen trees of significant value, including:

- Quercus palustris (pin oak) at Memorial Square
- Ulmus species at (elm) Carrington Park
- Hesperocyparis (macrocarpa) at Howard Booth Park

These losses represent a notable impact on the district’s tree assets and landscape character.

The failure of the Memorial Square pin oak caused damage to underground infrastructure, including power cabling and irrigation lines. Repairs are underway and remain a current work in progress with two new solar lights have been installed at Memorial Square to replace storm-affected units.

Operations and Maintenance

Repairs and maintenance activities continue across the network, with storm-related tasks prioritised. Parks and Reserves levels of service have remained at business-as-usual throughout the reporting period.

Clareville Cemetery continues to operate under business-as-usual conditions. Veterans Affairs conducted a site visit to the Services Section of Clareville Cemetery, accompanied by representatives from the Carterton RSA. All parties expressed strong satisfaction with the standard of care and presentation.

Veterans Affairs has confirmed funding support for:

- Installation of an additional memorial plinth
- Installation of a new flagpole in the south-eastern Services Section

This investment reflects confidence in the ongoing management and upkeep of the cemetery.

Remedial repairs have been completed on timber structures at Longbush Hall to remove rotten material and maintain the building's structural integrity.

The Swimming Pool season has now concluded.

Community Engagement

The Keep Carterton Beautiful Group continues to provide valuable volunteer support across several sites, including:

- Wyndham Street Reserve
- Victoria/Pembroke Pathway
- Clareville Cemetery

Their ongoing contribution is acknowledged and appreciated.

5. REGULATORY AND PLANNING

Building services

Consent Activity

Consent volumes remain generally consistent with the same period last year.

- 1 January – 23 March 2026: 47 consents received
- Same period in 2025: 41 consents received

Overall activity appears steady, with early indications from tradespeople suggesting an uplift in industry confidence that may translate into increased consent applications later in the year.

Staff are preparing for a significant set of mid-year legislative changes, including:

- Introduction of self-certification pathways and other amendments impacting building control functions
- New and expanded government reporting requirements, with MBIE currently engaging councils on a standardised reporting format
- Initial advice indicates that IT system modifications required to meet these formats will come at a cost to council, as updates will need to be implemented by software providers.

Consent Processing and Inspections

Average consent processing times remain strong at under 10 days. Inspections are typically occurring the following day.

Work to close historical consents continues; this is temporarily impacting overall performance statistics.

System Changeover

The team is preparing to transition to a new consent management system in mid-May. Preparatory work is underway to ensure consistency of service through the changeover period.

MBIE Audit Preparation

Preparation is underway for the upcoming MBIE audit on pools and compliance schedules (mid-year).

Audits are now completed through remote survey tools (SurveyMonkey) rather than on-site visits.

Operational Risks and Sector Changes

Building Services staff have expressed concern that proposed government changes—reducing building control oversight and increasing work allowed without consent or under self-certification—may result in higher levels of complaints, requiring council intervention after the fact.

Animal Control

Microchipping

We have made strong progress in updating dog records in MagiQ, successfully adding microchip numbers to a significant number of animals. Feedback from the general public has been very positive, with many expressing appreciation for the proactive approach to ensuring dog details are accurate and up to date. This initiative provides reassurance to owners in the event their dogs go missing.

Dogs in Togs Event

The Dogs in Togs event was a resounding success, with excellent participation from the community. The high level of engagement indicates strong interest, and there is clear potential to expand the event in the future by increasing capacity and offering additional time slots.

Sponsorship

Blackhawk demonstrated outstanding support, exceeding expectations with their level of sponsorship and contribution to the event.

Livestock issues

Dorothy, a lone ewe collected from the Waingawa Industrial Estate, was successfully sold at the Clareville sales achieving a price of \$160.

Animal Welfare Calls

We have received a number of animal welfare calls this month, particularly relating to sheep. I have attended these cases in the first instance to ensure animals are not in imminent danger due to lack of water, food, or shelter. As we do not currently have suitable facilities to impound livestock, I have liaised with the SPCA, who have confirmed they are happy to accept referrals for these types of cases moving forward.

Alcohol Licensing

The liquor licensing team has been steady with no recorded complaints or concerns which is pleasing.

One hotel has closed – Normanby Tavern. The premises are currently being advertised for lease, so hopefully it won't be long before a new business is launched there.

The Masterton Police visited in January and conveyed they are happy with the licensed premises in Carterton and pleased that there hasn't been any recorded alcohol related crime in Carterton for quite some time.

Relevant statistics are as follows:

- 2 Club Licence renewal applications
- 1 new Off Licence (remote sales) application
- 1 Off Licence renewal application
- 5 Managers Certificate renewal applications
- 1 new Managers Certificate application
- 6 Special Licence applications

Noise

In February, the Noise Control team responded to 20 callouts. These callouts resulted in issuing three Excessive Noise Direction (END) notices and one seizure.

The seizure related to a property where Council had previously issued an Abatement Notice, which remains in effect for a six-month period. Police attended the property alongside Council's noise control contractor as the occupier failed to comply with the terms of the Abatement Notice. Upon arrival, loud music was being played from a vehicle stereo, and the keys to the vehicle were seized in accordance with enforcement powers. A fine for failing to comply with an Abatement Notice was issued the following day.

6. INFRASTRUCTURE SERVICES

Water Operations

Water Treatment operation has supplied an average summer demand. There were a few days of high water usage, though the frequent heavy rain events have kept the peak days to a minimum.

There were water conservation measures in place to manage the peak demand from December until March as required by the resource consent conditions. The water reticulation team has responded quickly to water leaks, with summer (Nov-Mar) requests for service of 54 compared to 93 last year.

The wastewater network and treatment plant has continued to work well. Flows are lower for the summer months, and extending the storage times as expected. However, the frequent rainfall events have limited the days that the soil moisture levels were satisfactory for land irrigation. Volumes discharged to land are expected to be lower consequently.

The water race network cleaning progressed through summer, with some positive feedback for Jason Rose, the new Water race overseer 2IC. The frequent rainfall has made it easier to maintain flow in the network, with less low flow days.

Roading

The Ruamahanga Roads team continues to maintain network, though there are challenges managing the work within the budget. The network came through the recent storm with no major damage, Fulton Hogan responded well dealing with widespread wind damage and fallen trees.

Points to note:

- Te Kopi bridge near Gladstone was closed on 23 March after a section of concrete slab had a hole. The slab was replaced on the 24 March.
- The contract for Ruamahanga Roads is nearing the final 2 years in the contract with final expiry date of 1 July 2029. We are engaging with NZTA regarding any potential contract extension given the length of the current contract (7 years).

Staff will present a report at the Policy and Projects Committee meeting on 22nd April regarding the state of our bridges, including Te Kopi bridge. There are 103 bridges within the district.

Waste Minimisation

The Waste Management and Minimisation Contract was tendered on the 30 January, with the tender closed on 19 March 2026. The tender evaluation team are reviewing the tenders received for the contract start date of 1 July 2027.

For the current contract:

- The contractor had challenges with the storm moving through Wairarapa in Feb'26 but had taken control over the operations well afterwards.
- There were no issues with E-waste, batteries, tyrewise & scrap metal collections since last 3 months.
- One of the major achievements was in February 26 when the auditing of the recycling kerbside bins across whole Wairarapa had contamination of 3.6% only which is significantly lower than our WMMP targets of <=12%

	CART	MAST	SWDC	Summary
Soft Plastics	4	5	6	
Information on Recycling Service		1	4	
Battery scheme	13		6	
Contamination rate covering all of the Wairarapa.		3.6% overall At Kerbside		
Total Kerbside Audits across 3 councils.		104 Fails		3449 Audited

- Following the severe weather events Council offered a free Green Waste drop-off weekend which saw around 386 customers visit the transfer station. SWDC also participated with a similar offer on the same weekend, however Masterton had power issues at their transfer station and were unable to accept green waste over the same weekend. The number of customers delivering green waste to Carterton’s transfer station over the free weekend was 15 times our usual volume. Given the offer was related to the severe weather event, we will seek to recover these costs from the Emergency Operations Centre.
- Council staff report satisfactory services for the waste contractor, Wairarapa Smart Environmental, with a very helpful customer services team who contact local residents for missed collections, half-empty bins etc. This helps to manage the workload for our council Customer Services team.

7. MAJOR PROJECT UPDATES

Frederick Street Treatment Plant Building Upgrade

The building extension was completed in December and the new pH equipment is being installed by the Water Treatment Operators. The dosing equipment had already been purchased, so the work will be connecting pipework, dosing pumps and co-ordinating with the controls upgrade over the next couple of months.

High Street South Water Renewal

The construction of the water replacement main continues after the start in January 2026. G&C completed the section of the rider main in front of the school to ensure the work was complete before school starts to avoid causing disruption to school traffic.

To date 400m of rider main, and 400m of the replacement water main have been installed. The project is on-track for completion in September for the mains replacement up to Howard Street ahead of the State Highway pavement refurbishment.

Waste Water Treatment Plant: Sewage Sludge Composting Pilot Programme -Pond 3

The composting programme has now entered the verification stage, due for completion at the end of May. Samples have been taken and analysed for pathogens, heavy metals and other contaminants.

All tests so far have been compliant with an A1 biosolid which can be applied to land under the new wastewater standards.

Waste Water Treatment Plant Inlet Works Upgrade

The tender for the Waste Water Treatment Plant Inlet Works Upgrade was awarded to Seipp Construction in February and the detailed design is progressing. There are not expected to be any personnel onsite until July, but there have been investigations onsite to confirm existing equipment levels and geotechnical ground conditions.



SF:2000 model

Given disruptions in the Middle East and to shipping world-wide, we have decided to place orders for long lead-time equipment as soon as they have been confirmed as part of project design. We anticipate ordering the Salsnes Filter in the next couple of weeks, which is one of the long-lead items being supplied out of Europe.

8. CORPORATE SERVICES

Corporate Planning

2027-2037 Long Term Plan (LTP)

Internal planning is well underway for the LTP including the appointment of the Project Team, development of the project plan, and initial scheduling of Council workshops. A separate report summarises the introduction and overview of the plan.

2026/27 Annual Plan (AP)

The development of the 2026/27 AP is progressing well with Council confirming at the last council meeting that there is no requirement for formal consultation. A separate report in this agenda outlines the adoption of the draft plan with adoption scheduled for 13 May 2026.

2025/26 Annual Report (AR)

Work on this year's AR has commenced with a positive interim audit in a February. The Project Team will progress the development of the AR document including measuring progress towards the Key Performance Indicators. Adoption of the AR is scheduled for 28 October 2026.

Communications

February and March included a strong focus on community feedback, emergency communications, and improving access to clear, consistent council information.

The Community Survey was a key priority during this period. While analysis is still ongoing, the survey has received 766 submissions to date, representing a 5% increase on 2025 participation. Communications activity supported awareness of the survey window and encouraged participation across council channels, contributing to the improved response rate. Full analysis and reporting will be presented to the 13 May Ordinary Council meeting.

In February, the Communications and Engagement team played a significant role in Public Information Management (PIM) during the severe heavy weather event affecting the Wairarapa. This included active participation in regional PIM arrangements through the Emergency Operations Centre, coordination with WREMO and partner councils, and delivery of timely public information across digital, media, and stakeholder channels. Communications activity focused on public safety messaging, road and access updates, power and water advisories (including boil-water notices), welfare information for affected communities, and supporting spokesperson briefings. The team also worked to correct misinformation and maintain a clear, trusted single source of truth throughout the response and early recovery phases.

Alongside this work, we have been updating the Residents Guide focussing on improving access to plain-English information about council services, processes, and how residents can engage with council.

Information Technology (IT)

Information Technology still is actively looking at approaches and technology to help reduce the time for business-as-usual tasks or remove the need for them completely. IT is actively working with the other groups to help develop an overall council approach to this work.

Customer Services

Customer Services has experienced a steady increase in Rates Rebate applications for 2025/26 and continues to actively support customers through this process. Alongside this, improvements are being made to the front counter area at 28 Holloway Street to create additional space and enable more streamlined, efficient service delivery for our hapori (community).

Māori Liaison

The Māori Liaison function has continued to strengthen its presence across Council activities. This included participation in the Tākaihere role during the February severe weather emergency response, ensuring Māori communities remained connected and supported, while providing cultural guidance throughout the response. We are also continuing to enhance the use of te reo Māori across Council reporting, supporting delivery of our Māori Responsiveness Action Plan, as reflected in the Annual Plan – Mahere ā-Tau 2025/26.

Coming up: Planning is underway for the rollout of Treaty of Waitangi training, as part of the new Council's Induction Programme, and to strengthen staff capability, understanding and relationships with iwi, hapū and hapori Māori.

Emergency Management

February Weather Event

In February, the Wellington region managed a significant emergency response following severe weather that impacted roading infrastructure across Masterton, Carterton and South Wairarapa.

Approximately 60 personnel operated through five-day shifts at the Wairarapa Emergency Operations Centre (EOC), which was based at Greater Wellington premises in Masterton. An additional 33 people supported the response, including 23 field staff alongside representatives from Land Search and Rescue, Māori Wardens, Red Cross and Urban Search and Rescue teams.

While Carterton District avoided significant impacts, South Wairarapa District suffered major damage to a number of roads and bridges, and have established a dedicated Recovery Office to manage the ongoing impacts including psychosocial concerns arising from community isolation.

Global Fuel Disruption

The Ministry of Business, Innovation and Employment (MBIE) are leading this issue nationally and have assessed the country as not currently facing an immediate nationwide fuel shortage. The most likely short-term impact is a surge in demand, where fear-driven buying and social media attention lead to queues and temporary fuel outages at some service stations, without a national shortage.

However, should there be ongoing international disruption, the situation could change so preparation is needed. For this reason, we have activated our Crisis Management Team (CMT) and are meeting weekly to monitor the potential impacts on council's services. We are working in conjunction with the Wellington Region Emergency Management Office (WREMO) and our EOC, and following guidance from MBIE.

Currently, we have advised staff to conserve fuel usage where possible, and take any other measures that may help such as:

- Conserve fuel usage where possible
- Only use vehicles for necessary work and plan routes to save fuel
- Request online meetings or use public transport (if possible) to attend meetings outside of the district
- Top up all fuel bowsers/storage, generators, and vehicles at the end of each day
- Consider what work can be done remotely and organise travel by location
- Use the council's electric bikes and scooters for meetings within Carterton township
- Review business continuity plans to be prepared for ongoing disruption
- Carpool, bike or use public transport to/from work if possible.

Should the situation continue, we will consider further potential measures such as working from home arrangements and managing service delivery.

Wellington Region Civil Defence Emergency Management Group Plan

The Wellington Region Civil Defence Emergency Management (CDEM) Group is seeking feedback on its draft CDEM Group Plan for 2026–2031.

The plan sets out how councils, emergency services, iwi, lifeline utilities, government agencies, and communities will work together to manage emergencies across the Wellington region.

The CDEM Group Plan outlines how the region will:

- understand and manage risks from hazards
- prepare communities and organisations for emergencies
- coordinate response during emergencies
- support recovery afterwards.

The plan is based on the region's long-term emergency management strategy and sets priorities for the next five years. It focuses on three key goals:

- Managing Risk – improving understanding of hazards and risks across the region
- Effective Response and Recovery – strengthening coordination, capability, and recovery planning
- Community Resilience – supporting communities to prepare, respond, and recover from emergencies.

Public consultation is via the WREMO website and is open 10 March – 10 April 2026.

9. PEOPLE AND WELLBEING

Our People

Onboarding/Offboarding:

- We have had no staff joining or leaving the council during this period

Recruitment:

- Management Accountant – continuing to search for a candidate in an employment market with few suitably experienced candidates.
- Executive Assistant – interviewing underway
- Events Coordinator – currently being advertised.

Organisational structure:

- The phased approach to reviewing Council's organisational structure continues. When a position becomes vacant, we take the opportunity to review the role and its responsibilities thoughtfully. This is balanced with maintaining our required levels of service.
- A review is currently underway of the Customer Services/Administration Team with a view to enhance service levels and create a cohesive team of 'frontline generalists' for all of CDC. A proposal for a small restructure is being facilitated with affected staff members.

Staffing levels:

- Current approved headcount is 81: includes 2 fixed-term roles externally funded.
- At the time of writing, total Full Time Equivalent (FTE) is 75.7. (FTE provides a clearer picture of the total workload by accounting for both full-time and part-time employees, reflecting actual hours worked. This more nuanced measure is more reflective of resource allocation).
- These figures include any vacancies.

Current projects:

- Organisational values review
- Staff newsletter
- Staff training modules design and delivery
- Implementation of HR software platform
- Local Waters Done Well transition programme - Organisation, People and Change work group.

Health & Safety (H&S)

Reporting of incidents, including near-miss events, remains consistent across all departments. Staff continue to be regularly reminded of the various incidents and near-miss reporting channels through the staff intranet (SharePoint), digital noticeboard, and posters displayed in staff lunchrooms.

The Health, Safety and Wellbeing (HS&W) Committee remains active and continues to provide strong leadership in health, safety and wellbeing across the Council. The Committee meets bi-monthly to discuss current issues, emerging risks, and agreed resolutions.

For the reporting period 1 February 2026 to 15 March a total of four incident reports were received:

- Pain and Discomfort: A staff member hurt their ankle walking on uneven ground
- Damage: A vehicle rolled forward into a barrier
- Damage: A vehicle aerial was damaged in the recent storm
- Damage: Member of the public reversed into a CDC vehicle damaging a light cover.

Five “Take 5’s” have been completed prior to starting new tasks. An example of a ‘Take 5’ is below:

Business Unit	Parks and Reserves - Community Services - Carterton District Council				
Location	Carterton CBD				
Exact Address	All of carterton				
Brief Description of Job	Storm tidy up				
Daily Take 5 notes	Use high flashing lights and hazard lights. Use cones, and barrier ropes to stop the public from entering. Wear hard hats, safety glasses and all other daily PPE. Safety equipment and PPE required is on or in the vehicles.				
Job Hazard Precheck, if available	<table border="1"> <thead> <tr> <th colspan="2">Brief Description</th> </tr> </thead> <tbody> <tr> <td colspan="2">No records to display.</td> </tr> </tbody> </table>	Brief Description		No records to display.	
Brief Description					
No records to display.					
Risks identified to be aware of today	Wind, rain, debris, falling branches, falling trees, low visibility, surface flooding, other road users.				
Is any additional equipment or PPE needed due to risks that have been identified, that is not already available?	No				
Any other CDC staff onsite	<table border="1"> <thead> <tr> <th>Proper Name</th> <th>Email</th> <th>Cellphone</th> </tr> </thead> <tbody> </tbody> </table>	Proper Name	Email	Cellphone	
Proper Name	Email	Cellphone			

10. CONSIDERATIONS**10.1 Climate change**

Considerations have been noted in the report, as appropriate.

10.2 Tāngata whenua

Considerations have been noted in the report, as appropriate.

10.3 Financial impact

Considerations have been noted in the report, as appropriate.

10.4 Community Engagement requirements

Considerations have been noted in the report, as appropriate.

10.5 Risks

Considerations have been noted in the report, as appropriate.

11. RECOMMENDATION

That the Council:

1. **Receives** the report.

File Number: 506593

Author: Geoff Hamilton, Chief Executive

Attachments: Nil



8.2 ADOPTION OF ECONOMIC DEVELOPMENT COMMITTEE TERMS OF REFERENCE AND DRAFT ECONOMIC DEVELOPMENT ACTION PLAN.

1. PURPOSE

For Council to approve the Terms of Reference for the Economic Development Committee and the Draft Economic Development Action plan 2026 – 2027 as the basis for the initial delivery and stakeholder engagement.

2. SIGNIFICANCE

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

3. BACKGROUND

Council has identified economic development as a strategic priority and wants more focus on the Carterton District, while still aligning to the Long-Term Plan (LTP), the Wairarapa Economic Development Strategy (WEDS), and local community aspirations.

4. DISCUSSION

Two documents have been developed to support this work programme:

- **Economic Development Committee – Terms of Reference**
Establishes a governance and advisory structure to guide and monitor Council's economic development activities.
- **Economic Development Action Plan 2026–2027**
Outlines priority focus areas and identifies key actions and measures of success for the next 12 months.

Terms of Reference:

The proposed TOR sets out the purpose, responsibilities, membership structure, meeting frequency, and delegations for the Committee. Its role is to:

- Provide strategic advice and oversight of economic development initiatives.
- Guide and monitor the annual Economic Development Action Plan.
- Identify opportunities, risks, and barriers to economic growth.
- Engage with key stakeholders, including business, iwi, youth, rural sectors, and community groups.
- Review relevant Council contracts and partnerships related to economic development.

It outlines a mixed membership model (elected members and community representatives) and quarterly meetings, timed to enable reporting into Council meetings. The TOR provides a clear governance framework for the Committee, ensuring strong community representation and stakeholder input.

Action Plan

The Action Plan provides a practical, achievable starting point while allowing flexibility as the Committee is established and stakeholder engagement deepens.

The Action Plan focuses on three priority areas identified through elected member workshops and aligned to strategic frameworks:

- **Promotion of Carterton**
 - Lift the district’s profile, strengthen business attraction, improve messaging, and build a cohesive promotional platform.
- **Town Centre/CBD Development**
 - Create a revitalisation plan, activate the CBD, support partnerships with business/property owners, and address accessibility.
- **Waingawa Industrial Park**
 - Develop an investment prospectus, engage with existing operators, progress infrastructure planning, and lead business attraction.

The plan includes measurable outcomes and establishes quarterly reporting to the Committee.

Approval of the TOR and the Action Plan will enable recruitment of committee members, commencement of workstreams, and the establishment of a reporting and monitoring framework.

5. **OPTIONS**

Option 1 – Adopt both the TOR and Action Plan (Recommended)

- Enables the governance structure to be implemented.
- Allows recruitment of community members and commencement of the work programme.
- Establishes a clear reporting and monitoring framework.

Option 2 – Request amendments to one or both documents

- May delay implementation and recruitment.
- Provides opportunity to refine areas of concern.

Option 3 – Decline adoption

- Would prevent progress towards establishing the Committee.
- Delays delivery of economic development priorities.

6. NEXT STEPS

Next steps will be guided by the decision. If the Recommended decision is agreed the first Committee meeting will be held on 29 April 2026.

7. CONSIDERATIONS**7.1 Climate change**

Economic development actions will be planned with consideration for sustainability, low-emission transport, and long-term community resilience.

7.2 Tāngata whenua

Tāngata whenua are proposed to be part of the Economic Development Committee.

7.3 Financial impact

The TOR references delegations that align with existing financial policies. Action Plan delivery will occur within existing budgets, including the proposed operational allocation ring-fenced for action plan activities. Any additional funding requirements will be brought to Council through standard processes.

7.4 Community Engagement requirements

Key people from the community will be invited to be a part of the Committee.

7.5 Risks

No significant risks identified.

7.6 Wellbeings

The TOR and Action plan directly support economic wellbeing by improving business attraction, strengthening the local business ecosystem and supporting the districts economic resilience and employment opportunities.

8. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Adopts** the Terms of Reference for the Economic Development Committee.
3. **Approves** the Draft Economic Development Action Plan as a starting point for the next 12-month work programme.

File Number: 511643

Author: Glenda Seville, Group Manager Community and Facilities

Attachments:

1. **DRAFT TOR Economic Development Committee** [↓](#)
2. **DRAFT Economic Development Action Plan** [↓](#)

Economic Development Committee

Terms of Reference

Purpose

The purpose of the Economic Development Committee is to provide strategic advice, oversight, and community partnership to support Carterton District in achieving its vision for a thriving, resilient, and sustainable local economy.

The Committee will:

- Guide and support the development, monitoring, and review of Council's economic development strategies, plans, and actions.
- Identify opportunities for economic growth and investment and provide recommendations to Council.
- Collaborate with business, iwi, community groups, and regional partners to maximise economic outcomes for the district.

Specific Responsibilities:

The Committee is responsible for:

Advising on economic development policies, plans, strategies, and initiatives.

- Supporting and monitoring implementation of the annual Economic Development Action Plan.
- Reviewing performance measures and progress reporting for economic development activities.
- Identifying opportunities, risks, and barriers to economic growth and diversification.
- Engaging with stakeholders, including business, education, iwi, youth, rural sectors, and community organisations.
- Receive reports and oversee performance of Council's economic development partners and external providers.
- Provide recommendations on funding applications from Council's economic development partners and providers.

Membership:

- Three elected members appointed by Council.
- Up to four community members selected through an open Expression-of-Interest process.
- The Committee may co-opt additional (non-voting) members for specialised expertise as required.

Community members are expected to collectively bring skills in areas such as business development, Māori economic development, tourism, innovation, rural industries, workforce development, or financial expertise.

Members are appointed for a maximum term of three years, expiring at the end of the Council triennium in October 2028.

Chair & Deputy Chair:

- An elected member will Chair the Committee
- The Deputy Chair will be an appointed community member.

Quorum:

Two elected members and two community members.

Delegations

The Committee has delegated authority to:

- Approve expenditure up to the limit imposed by Council and subject to Council's Financial Delegations Policy.
- Recommend larger or unbudgeted expenditure to Council for approval.
- Approve minor variations to economic development programmes where no increased budget commitment is required.

The Committee may not:

- Commit Council to unbudgeted expenditure.
- Authorise or commit to contracts on behalf of Council.

Frequency of Meetings:

The committee will meet quarterly, preferably at least two weeks before Ordinary Council meetings.

Additional meetings may be scheduled by the Chair as required.

Administrative support:

Administration support will be provided by Council.

Economic Development Action Plan - 2026 – 2027

Economic Development within the district encompasses a broad range of initiatives designed to support strong businesses, employment opportunities, tourism growth, inward investment, workforce training, effective communications, and the provision of high-quality economic data across both the district and the wider region. Council plays a key role in fostering these outcomes by funding and supporting a variety of economic development services that contribute to a thriving local economy.

This Action Plan outlines targeted activities in three priority areas identified by Elected Members through recent workshops. These priorities align with the Wairarapa Economic Development Strategy (WEDS), the Long-Term Plan (LTP) vision, and feedback gathered from the community. The three focus areas; Promotion of Carterton, Town Centre/CBD development, and the Waingawa Industrial Park represent the most significant opportunities to strengthen the district’s economic resilience, vibrancy, and long-term prosperity.

Promotion of Carterton:

Goal: Strengthen Carterton’s profile as a vibrant, business-friendly, and community-oriented district.

Key Actions (12 months)	Measures of success
Develop a promotional and story telling platform, highlighting local strengths (agri-business, creativity, lifestyle)	<ul style="list-style-type: none"> • Increased online engagement and enquiries. • Positive business sentiment trends. • Growth in new business start-ups and relocations in Carterton.
Launch a coordinated marketing campaign across digital, print and regional networks promoting Carterton as a place to live, work, invest and visit.	
Improve the business information ecosystem, including an updated economic development webpage, investment packs and sector profiles.	
Grow partnerships with Wairarapa-wide agencies, iwi, and business groups to amplify Carterton’s visibility	

Town Centre/CBD

Goal: Enhance the CBD as an attractive, accessible and thriving commercial and social hub.

Key Actions (12 months)	Measures of success
Create a Town Centre revitalisation plan, focusing on streetscape upgrades, lighting, signage, and pedestrian experience.	<ul style="list-style-type: none"> • Increased footfall and spend in CBD. • Lower vacant shopfront levels. • Improved community satisfaction and perception of the town centre.
Activate the CBD with events, markets, and community-led initiatives supporting both day-time and evening vibrancy.	
Work with property and business owners to encourage façade improvements, coordinated opening hours, and pop-up/innovation spaces.	
Identify parking, mobility, and accessibility improvements to support foot traffic and business activity	

Waingawa Industrial Park

Goal: Unlock the full economic potential of Waingawa as a regional industrial and logistics hub.

Key Actions (12 months)	Measures of success
Develop an investment prospectus showcasing available sites, infrastructure, and opportunities for growth sectors (logistics, manufacturing, agri- tech).	<ul style="list-style-type: none"> • Increase in land uptake and business expansions. • Improving business infrastructure satisfaction levels • More high-level jobs created in the district.
Engage with existing businesses and property owners to understand barriers, infrastructure needs, and opportunities for expansion.	
Progress infrastructure planning and encourage development (transport links, utilities, digital connectivity) to support long term growth and site readiness.	
Lead targeted business attractions efforts focusing on firms aligned to the district’s strengths and supply chain networks.	

Overall implementation Approach.

- Quarterly reporting to the Economic Development Committee.
- Strong partnership model with business, iwi, community groups and regional agencies
- Clear annual action plan aligned with LTP goals and budget.



8.3 DRAFT ANNUAL PLAN 2026/2027

1. PURPOSE

To provide the Council with the first draft of the Annual Plan 2026/27 for review and discussion (**Attachment 1**).

2. SIGNIFICANCE

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

3. BACKGROUND

Council prepares a Long-Term Plan (LTP) every three years, with Annual Plans produced in Years 2 and 3 to confirm the LTP forecasts and incorporate any changes since its adoption. The current LTP, covering 2024–2034, was adopted in 2024 following an extensive Special Consultative Procedure and community engagement process.

There is no legislative requirement for Council to undertake formal consultation on the draft 2026/27 Annual Plan.

At its meeting on 18 February 2026, Council considered the appropriate engagement approach for the 2026/27 Annual Plan. The report noted that formal consultation under the Local Government Act 2002 is only required where the draft plan contains significant or material differences from the 2024–34 Long-Term Plan (LTP), or where levels of service are proposed to change.

Management advised that the proposed adjustments for 2026/27, particularly the option to defer the planned increase in waters depreciation funding, did not meet the thresholds in the Significance and Engagement Policy. These changes would not impact levels of service or prudence benchmarks and would have only a short-term financial effect ahead of the transition to the Wairarapa - Tararua Water Services entity on 1 July 2027.

On this basis, Council concluded that the draft Annual Plan does not contain material variances from the LTP and agreed that formal consultation was not required, instead adopting an “inform only” communications and engagement approach.

The draft Annual Plan 2026/2027 is undergoing a final review by the Executive Leadership Team, however, no material changes are expected.

4. DISCUSSION

The draft Annual Plan 2026/7 is in **Attachment 1**.

Updating Data for Year 3 of the 2024-34 LTP

While preparing the 2026/27 forecast budgets, several updates to the Long-Term Plan (LTP) were identified and discussed informally with Council. These updates reflect the most current data, revised assumptions, and improved cost estimates, providing a more accurate foundation for the 2026/27 Annual Plan.

Key changes in the 2026/27 Annual Plan compared with the 2024–34 Long-Term Plan forecasts include:

- Resetting the base from the Annual Report 2025.
- Recalculating the opening balances on loans, reserves and capital programmes.
- Aligning Transportation budgets to the latest NZTA National Roding programme.
- Critically reviewing all operating costs for savings opportunities.
- Maintaining funding of depreciation on waters assets at 50%
- Updating insurance and interest rate assumptions with the latest data.

Average Rates Increase

The Long-Term Plan forecasts an average increase in rates required for the 2026/27 year of 5.8%. Following the above-mentioned changes, the average increase in rates required in the Draft 2026/27 Annual Plan has reduced to 3.9%.

The average rates increase will apply across all rateable properties. The rates outlined in the Funding Impact Statement will be updated in the final draft of the Annual Plan, including inserting a table of example properties across different rating categories and values to illustrate anticipated rates for 2026/27 compared with the previous year.

This increase does not include any changes to Greater Wellington Regional Council (GWRC) rates. GWRC sets its rates independently, although CDC is responsible for collecting them. GWRC's average rates increase for the year has not yet been confirmed.

Fees and Charges

The proposed fees and charges for 2026/2027 are detailed in **Attachment 2**. In general, inflation increases of 3% have been applied except where the fees and charges are set or limited elsewhere (e.g. Legislation, Combined Wairarapa District Plan etc).

5. NEXT STEPS

If endorsed by Council, the Draft 2026/27 Annual Plan will be re-checked and phased across the twelve months, before being finalised and presented for adoption at the Ordinary Council meeting on 13 May 2026.

The final Annual Plan 2026/27 will also include an update to the number of rateable properties - expected to slightly reduce the average rates increase of 3.9% - as well as rating examples for sample properties.

6. CONSIDERATIONS

6.1 Climate change

There are no climate change considerations.

6.2 Tāngata whenua

There are no specific considerations related to tāngata whenua arising from the decisions in this report.

6.3 Financial impact

There are no financial impacts arising from the decisions in this report.

6.4 Community Engagement requirements

Council considered community engagement requirements at their meeting on 18 February 2026 and concluded not to formally consult on the 2026/27 draft Annual Plan.

6.5 Risks

Risks associated with undertaking consultation were considered at the 18 February 2026 Ordinary Council meeting.

7. RECOMMENDATION

That the Committee:

1. **Receives** the report.
2. **Notes** the *Draft Annual Plan 2026/27* is forecasting an average rate increase of 3.9%.
3. **Notes** the Final Annual Plan 2026/27 is expected to be presented to Council for consideration on 13 May 2026.

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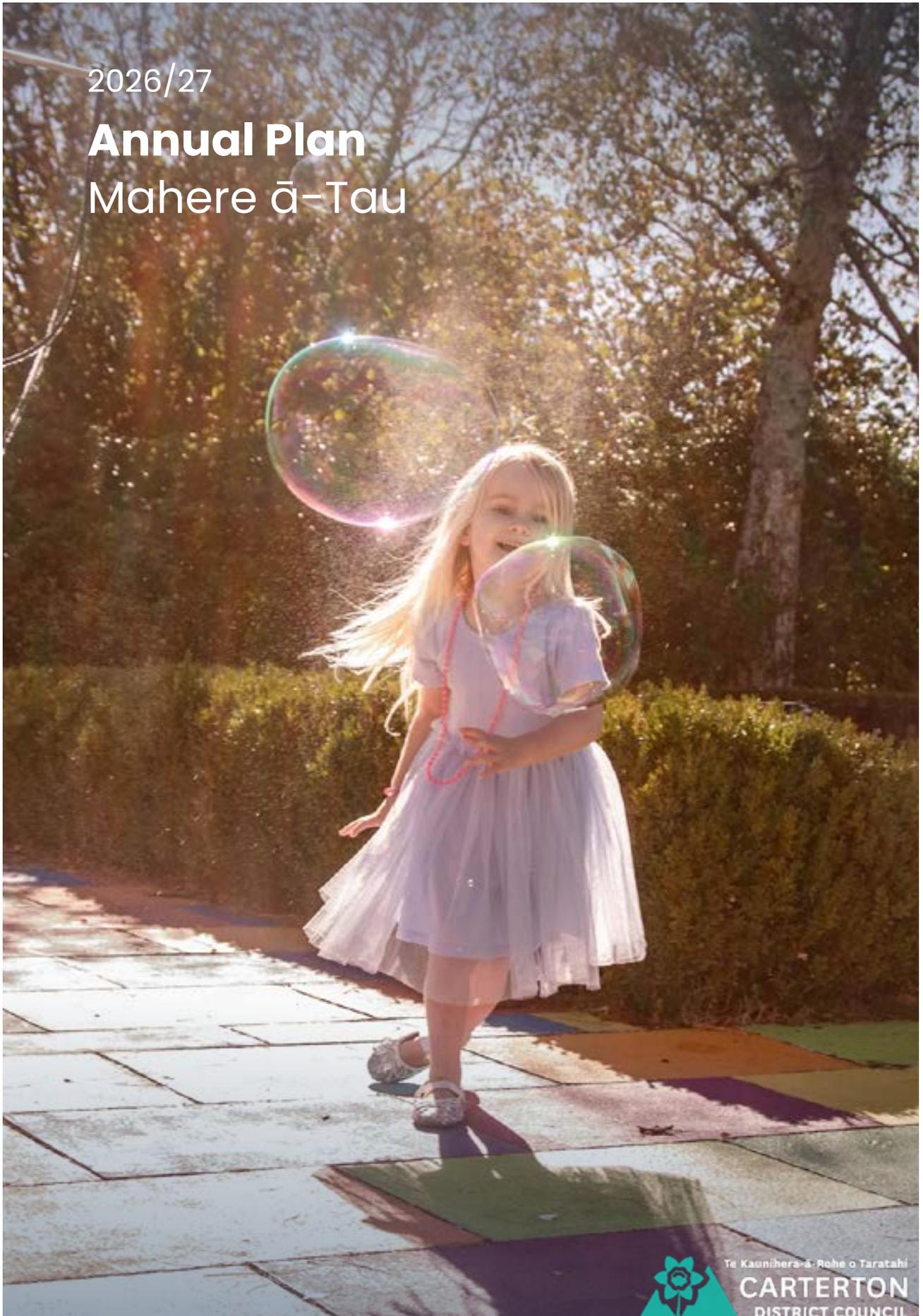
Author: Marc Ferguson, Chief Financial Officer

Attachments:

1. **Carterton District Council - Draft Annual Plan 2026/2027** [↓](#)
2. **Carterton District Council - Draft Schedule of Fees and Charges 2026/2027** [↓](#)

2026/27

Annual Plan Mahere ā-Tau



Te Kaunihera ā-Rohē o Taratahi
CARTERTON
DISTRICT COUNCIL

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A message from the Mayor and CE

Karere mai i te mea me te Tumu Whakarae

Welcome to Carterton District Council’s Annual Plan for the 2026/27 year.

This Annual Plan outlines how Council will deliver the third year of our Long-Term Plan 2024–34, continuing to focus on the services, projects and investments that matter most to our community.

The year ahead is one of both delivery and preparation. As we continue to provide core services and progress priority projects, we are also laying the foundations for the next stage of planning for our district.

A strong focus of this work is resilience, ensuring our infrastructure, services and organisation are well placed to respond to changing regulatory requirements, climate pressures, and the ongoing challenge of affordability for our community. This approach underpins the decisions and investments set out in this plan, and the work we will undertake to prepare for the future.

During 2026/27, Council will begin work toward the development of its next Long-Term Plan, with community engagement expected to get underway mid-2026. This will provide an opportunity for residents, businesses and stakeholders to help shape the direction of Carterton for the years ahead, building on the progress already made.

A significant area of preparation this year relates to water services reform. Council will continue work to support the implementation of the Local Water Done Well framework, including the planning, governance and service delivery arrangements required ahead of the 1 July 2027 transition to the Wairarapa – Tararua Water Services Organisation. This work is essential to ensuring safe, reliable and compliant water services for our community into the future.

Alongside this, we will continue to invest in essential transport and infrastructure, manage rising costs, and advocate for fair funding that recognises the realities of a largely rural district. We also remain focused on supporting community outcomes and sustainable growth, while carefully balancing investment decisions to keep rates as affordable as possible for households and businesses.

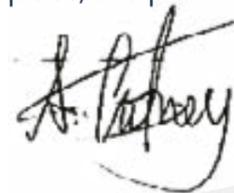
Our priorities for 2026/27 include:

- Transport and infrastructure – maintaining and improving core assets,

particularly our roading network, in a challenging funding environment.

- Water services – preparing for the transition to the Wairarapa – Tararua Water Services Organisation while continuing to deliver reliable drinking water, wastewater and stormwater services.
- Community outcomes – supporting a connected, inclusive and thriving district, with a strong focus on value for money.

Through careful planning and ongoing engagement, this Annual Plan sets a clear and practical course for the year ahead. Our vision remains unchanged: a welcoming, resilient and thriving Carterton, grounded in its people, proud of its place, and planning responsibly for the future.



Steve Cretney
Mayor



Geoff Hamilton
Chief Executive



About this Annual Plan

Mō tēnei Mahere ā-Tau

This Annual Plan describes the work Carterton District Council will carry out during the 2026/27 financial year, and how that work will be funded. It brings together Council's priorities, key activities and financial information into a single document that shows how decisions for the year ahead fit together.

The focus of this Annual Plan is on delivery and preparation. It sets out how Council will continue providing essential services, maintaining infrastructure and supporting community wellbeing, while also preparing for significant work ahead, including future planning and regulatory change.

The Annual Plan sits within the broader framework of Council's Long-Term Plan 2024–34, which was adopted in 2024 and sets the strategic direction for the district over ten years. This document gives effect to the third year of that Long-Term Plan, highlighting the specific areas of focus for 2026/27 and any refinements needed to respond to current circumstances.

In addition to outlining planned activities, the Annual Plan provides updated financial and operational information required under the Local Government Act 2002. This information is intended to support transparency and help the community understand how Council resources are being managed and invested.

Looking ahead, work during 2026/27 will also support preparation for the next Long-Term Plan, with community consultation expected to begin toward the end of 2026. This will enable residents, businesses and stakeholders to help shape Council's priorities and investment decisions for the following ten-year period.

As the policies, projects and funding outlined in this Annual Plan are consistent with the Long-Term Plan 2024–34, there are no material differences that trigger a requirement for formal consultation under section 95(2A) of the Local Government Act 2002.



Welcome to Carterton

Nau mai haere mai ki Carterton

Carterton is a thriving rural district in the heart of Wairarapa, known for its strong community spirit, scenic landscapes, and vibrant local economy.

Our District is home to diverse communities, innovative local businesses, and stunning natural assets, including the Tararua Ranges and picturesque farmlands.

The Ranges provide a dramatic backdrop, offering both natural beauty and a vital water source for the region.

Māori have lived in Wairarapa for centuries, with early settlements focused along rivers, wetlands, and coastal areas.

Wairarapa’s name reflects its whakapapa with many places still holding traditional names that speak to their history and natural features.

Mana whenua in Wairarapa are represented by Rangitāne o Wairarapa and Ngāti Kahungunu ki Wairarapa, both with whakapapa to the takiwā.

Rangitāne settled along the Ruamāhanga River, while Ngāti Kahungunu expanded south through alliances and trade. In Carterton, Ngāti Kahukuraawhitia and Hurunui-o-Rangi Marae have historical connections to Waiohine, Taratahi and Mangaterere.

European settlement in Carterton began in the mid-19th century, initially as a base for road construction workers building the route between Wellington and the Wairarapa.

Originally known as “Three Mile Bush,” the town was renamed after Charles Carter, a key figure in its early development.

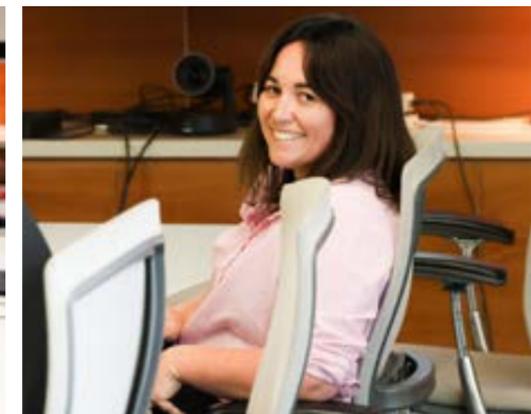
Carterton District Council [CDC] is committed to serving our residents by delivering essential services, planning for the future, and ensuring the well-being of our community. We:

- Provide core infrastructure such as water supply, wastewater management, stormwater, and roading.
- Manage waste collection, recycling services and civil defence.
- Support local economic development, tourism, and business growth.
- Oversee urban planning, environmental management, and regulatory services.
- Deliver community outcomes, including recreational and cultural facilities.
- Advocate for Carterton at a regional and national level.

His Worship Steve Cretney was elected Mayor of the District on 11 October 2025 by the residents of Carterton. The Mayor and Councillors were sworn in on 28 October 2025.

Councils are made up of members of the public elected in local authority elections every three years.

Council is led by the Mayor who provides leadership and direction to the Council and community and chairs meetings.





Financial overview

Tirohanga whānui pūtea

The 2026/27 budget reflects our efforts to balance affordability with maintaining essential services.

The average rates increase for 2026/27 was projected at 5.8%, as outlined in the Long-Term Plan.

Council has since continued to review activities to ensure cost efficiency and avoid unnecessary expenditure. As a result, the average rates increase projection for 2026/27 is now 3.9%.

This projection reflects our continued investment in critical infrastructure, while closely managing rising costs and regulatory changes.

Our infrastructure is essential to the health, safety, and transport requirements of the district, and has a significant impact on the physical environment. As such, maintaining and upgrading our infrastructure accounts for more than half of our annual operating expenditure, and most of Council's capital expenditure.

It's important that Council strike the right balance between ensuring we have reliable, quality infrastructure, while weighing up the needs of our growing community, and how our infrastructure will be funded.

What are rates for, and why are they important?

In the same way, our national taxes contribute to the running of the country, Council rates are important to ensure Carterton's services are delivered.

We set our rates based on the needs of the community, demand for services and affordability.

Financial overview

Tirohanga whānui pūtea

Making sense of the numbers

The following table outlines the different financial meanings of each row of the funding impact statements through this section of the plan, and how the funds are being treated.

Operational	
Sources of operating funding (Revenue)	
General rates, Uniform Annual General Charges, rates penalties	Income from general rates charged on the capital value of all properties within the District, fixed charges across the whole district (UAGC), and penalties for late payment of rates.
Targeted rates	Rates where the benefit or use of a service can be assigned to specific households or communities, such as stormwater or district growth. Includes targeted rates for water supply.
Subsidies and grants for operating purposes	Money received from other organisations that contribute to the operational cost of the service.
Fees and charges	Includes admission charges for Council facilities and regulatory fees e.g. permits, dog registration.
Internal charges and overheads recovered	Money received from other departments of the Council such as overheads and direct costs.
Interest and dividends from investments	Money earned from our savings and investments through interest and dividend payments.
Local authorities fuel tax, fines, infringement fees, and other receipts	Miscellaneous income from other sources generally not of a significant or core nature e.g. local authority petrol tax, investment revaluations.
Total operating funding	Total income from the day-to-day operation of this activity.
Applications of operating funding (Expenditure)	
Payments to staff and suppliers	The day-to-day cost running this activity e.g. salaries and wages, materials and services.
Finance costs	Interest payments we make on borrowed funds (loans).
Internal charges and overheads applied	Money paid to other departments of the Council such as overheads and direct costs.
Other operating funding applications	Miscellaneous expenses including bad det expense, rates remissions and loss on disposal of assets.
Total applications of operating funding	Total operating expenditure for this activity.
Surplus (deficit) of operating funding	Total revenue less total expenditure.

Capital	
Sources of capital funding	
Subsidies and grants for capital expenditure	Money received from other organisations that contribute to the capital cost of the service.
Development and Financial Contributions	Money paid by developers towards providing assets or extending existing assets to cater for increased demand due to growth, e.g. extending sewerage systems.
Increase (decrease) in debt	Borrowing money to pay for new assets, parts of assets or to fund temporary deficits, less loan repayments.
Gross proceeds from the sale of assets	Revenue to be raised from the sale of assets belonging to this activity.
Lump sum contributions	Payments made by an eligible ratepayer for the purposes of contributing to a capital project. However, we do not accept lump sum contributions for targeted rates.
Total sources of capital funding	Total capital funding for this activity.
Applications of capital funding	
Capital expenditure	Capital expenditure creating a completely new asset or extending or renewing an existing asset to provide the same or greater service than it currently provides e.g. extending a sewer pipe to increase capacity. The expenditure is split to fund level of service improvements versus population growth and/ or renewal works.
Increase (decrease) in reserves	Transferring money into and from a reserve account held for a special purpose. Includes: transferring development contribution revenue to development contribution reserves; using funds from depreciation reserves, and using funds from operational reserves to provide or to assist with maintaining existing assets or services.
Increase (decrease) of investments	Net movement of investments.
Total applications of capital funding	Total capital expenditure for this activity.
Surplus (deficit) of capital funding	Net operating funding less net capital funding.
Funding balance	Net operating funding less net capital funding.

Strategic direction

Te aronga rautaki

Our Long-Term Plan sets out our strategy for the next ten years.

This strategy ensures that all of the work we do helps to realise our vision – *a welcoming and vibrant community where we all enjoy living.*

Our strategy has been developed in the context of:

- Population and demographic change in the demand for infrastructure services
- A changing climate
- Funding challenges
- Protecting public health
- Protecting the environment
- Infrastructure resilience
- Inflation

This Annual Plan aligns with the strategic priorities outlined in our Long-Term Plan 2024–2034.

Statutory obligations

The Local Government Act 2002 sets out the purpose of Local Government, which is, 'to promote the social, economic, environmental, and cultural well-being of communities by way of a sustainable development approach'.

It requires all regional, city and district councils produce a Long-Term Plan which describes the activities of Council in line with this purpose.

Long-Term Plan projects:

- **Water supply upgrades**
Improvements to water treatment and reticulation systems.
- **Wastewater Treatment Plant upgrades**
Initial stages of significant investment in wastewater infrastructure.
- **Stormwater network enhancements**
Targeted improvements to drainage and flood management systems.
- **Roading and transport repair and improvement**
Upgrades to roads, footpaths, and bridges. Ongoing transport network improvements.
- **Council digital infrastructure**
Enhancements in Council IT and digital engagement platforms.

Planning for growth

The Wairarapa Combined District Plan (WCDP) identifies how the district is planning for growth.

It includes smaller lot sizes for General Residential Zones which provides for greater housing density and urban population growth.

The infrastructure required to cater for this housing growth has been included in our Infrastructure Strategy. This looks at our ability to supply drinking water to a growing population base up to 2043 and beyond, and deal with wastewater demands up to 2052 when our current consent expires.

Further wastewater demand analysis is included in the first three years of our Long-Term Plan. Previously the Eastern Growth Area had been considered necessary to cater for population growth in the district.

Under the Resource Management Act 1991, each District Council must set rules and requirements to manage activities including new buildings, removal of vegetation, earthworks, and using water from streams and rivers.

With the smaller lot sizes available in Carterton's urban General Residential Zone, the development of the Eastern Growth Area and associated infrastructure has been placed on hold for the foreseeable future.

Our District

We have allowed for limited growth in the rating base. This includes an increase from the last ten-year period of 1.5% to 1.8% for 2026/27.

Council activities and services

Ngā mahi me ngā ratonga a te kaunihera

This section details the Council’s planned activities and corresponding financial impact statements for the 2025/26 year. Carterton District Council delivers its services through the following activity groups, each aligned to our community outcomes and strategic priorities.



Governance | Te Kāwanatanga

Governance ensures transparent, democratic decision-making that represents community interests and supports strategic leadership. In the coming year, Council will continue to strengthen community engagement, maintain open decision-making processes, and guide Carterton’s long-term direction.



Community Support | Ngā Tautoko Hapori

Community Services will continue enhancing community outcomes by providing high-quality facilities, funding, and programmes across libraries, parks, recreation, and community development. These services support resilience, cultural diversity, environmental responsibility, and a vibrant local economy.



Regulatory and Planning | Ngā Ture me te Rautaki

Regulatory and Planning will ensure Carterton’s growth remains safe, sustainable, and aligned with environmental goals. The service will manage resource and building consents, public health standards, and bylaw compliance to support a well-planned, thriving district.



Transportation | Te Whakahaere Tūmatanui

Transportation will focus on maintaining safe, accessible roads and pathways, working alongside NZTA and regional partners. Planned activities include local road maintenance, bridge upgrades, footpath improvements, and initiatives to improve road safety across the district.



Wastewater | Te Wai Para

The Wastewater service will manage the collection, treatment, and disposal of wastewater to safeguard public health and protect the environment. Council will continue maintaining the network and treatment facilities to meet compliance requirements and future growth needs.



Stormwater Drainage | Wai Āwhā

Stormwater services will manage rainwater runoff to reduce flooding risks, prevent erosion, and protect waterways. Council will maintain the urban stormwater network and develop targeted solutions for areas at risk of surface water impacts.



Waste Management | Te Whakahaere Para

Waste Management will deliver effective kerbside rubbish and recycling collection, operate the transfer station, and promote waste minimisation initiatives. Council will continue encouraging sustainable practices to reduce waste and support a healthier environment.



Water Supply | Te Ratonga Wai

Water Supply services will ensure the provision of safe drinking water and management of water races for Carterton’s urban and rural communities. Priorities include maintaining infrastructure, supporting water conservation, and ensuring a reliable supply to meet future needs.



Administration and Support Services | Ngā Whakahaere me ngā Tautoko

Administration and Support Services will provide essential financial, digital, HR, and customer support to underpin Council operations. The focus remains on ensuring high-quality service delivery, regulatory compliance, and efficient, effective governance.

Prospective Funding Impact Statement 2026/27

Governance | Te Kāwanatanga

For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Operating Funding			
Sources of operating funding			
General rates, UAGC, rates penalties	881	952	939
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees and other	2	2	2
Total operating funding	883	954	941
Applications of operating funding			
Payments to staff and suppliers	705	747	752
Finance costs	-	-	-
Internal charges & overheads	175	204	187
Other operating funding applications	-	-	-
Total applications of operating funding	880	951	939
Surplus/(deficit) of operating funding	2	2	2
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase / (decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	-	-	-
Applications of capital funding			
Capital expenditure			
• to meet additional demand	-	-	-
• to improve level of service	-	-	-
• to replace existing assets	-	-	-
Increase / (decrease) in other reserves	2	2	2
Increase / (decrease) of investments	-	-	-
Total applications of capital funding	2	2	2
Surplus/(deficit) of Capital Funding	(2)	(2)	(2)
Funding balance	-	-	-

Prospective Funding Impact Statement 2026/27

Community Support | Ngā Tautoko Hapori

For the year ending 30 June 2027

	Annual Plan 30 June 2025 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Operating Funding			
Sources of operating funding			
General rates, UAGC, rates penalties	6,267	6,344	6,234
Targeted rates	117	117	24
Subsidies and grants for operating purposes	33	303	35
Fees and charges	74	74	231
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees and other	562	450	604
Total operating funding	7,053	7,288	7,128
Applications of operating funding			
Payments to staff and suppliers	3,775	4,164	3,580
Finance costs	114	100	25
Internal charges & overheads	1,603	1,572	2,442
Other operating funding applications	221	220	267
Total applications of operating funding	5,712	6,057	6,314
Surplus/(deficit) of operating funding	1,341	1,231	815
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	224	224	229
Increase / (decrease) in debt	(210)	(181)	(218)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	14	43	11
Applications of capital funding			
Capital expenditure			
• to meet additional demand	-	12	13
• to improve level of service	27	75	80
• to replace existing assets	471	3,262	377
Increase / (decrease) in other reserves	857	(2,075)	355
Increase / (decrease) of investments	-	-	-
Total applications of capital funding	1,355	1,274	825
Surplus/(deficit) of Capital Funding	(1,341)	(1,231)	(815)
Funding balance	-	-	-

Prospective Funding Impact Statement 2026/27
 Regulatory and Planning | Ngā Ture me te Rautaki
 For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Operating Funding			
Sources of operating funding			
General rates, UAGC, rates penalties	345	370	332
Targeted rates	351	436	611
Subsidies and grants for operating purposes	-	-	-
Fees and charges	1,206	1,256	1,284
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees and other	467	467	488
Total operating funding	2,369	2,528	2,715
Applications of operating funding			
Payments to staff and suppliers	1,588	1,787	1,667
Finance costs	23	18	100
Internal charges & overheads	699	672	734
Other operating funding applications	-	-	-
Total applications of operating funding	2,310	2,477	2,500
Surplus/(deficit) of operating funding	59	52	214
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase / (decrease) in debt	99	107	(58)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	99	107	(58)
Applications of capital funding			
Capital expenditure			
• to meet additional demand	-	-	-
• to improve level of service	150	150	161
• to replace existing assets	-	-	-
Increase / (decrease) in other reserves	7	9	(5)
Increase / (decrease) of investments	-	-	-
Total applications of capital funding	157	159	156
Surplus/(deficit) of Capital Funding	(59)	(52)	(214)
Funding balance	-	-	-

Prospective Funding Impact Statement 2026/27
 Transportation | Te Whakahaere Tūmatanui
 For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Operating Funding			
Sources of operating funding			
General rates, UAGC, rates penalties	4,668	4,542	5,089
Targeted rates	-	-	-
Subsidies and grants for operating purposes	1,415	1,415	1,577
Fees and charges	-	45	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees and other	185	145	197
Total operating funding	6,268	6,146	6,862
Applications of operating funding			
Payments to staff and suppliers	3,168	3,222	3,519
Finance costs	31	28	40
Internal charges & overheads	1,448	1,422	1,506
Other operating funding applications	-	-	-
Total applications of operating funding	4,647	4,672	5,065
Surplus/(deficit) of operating funding	1,621	1,474	1,797
Sources of capital funding			
Subsidies and grants for capital expenditure	1,600	1,571	1,884
Development and financial contributions	198	198	202
Increase / (decrease) in debt	(61)	(71)	(91)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	1,737	1,697	1,994
Applications of capital funding			
Capital expenditure			
• to meet additional demand	-	-	-
• to improve level of service	10	-	11
• to replace existing assets	3,138	3,080	3,694
Increase / (decrease) in other reserves	210	91	87
Increase / (decrease) of investments	-	-	-
Total applications of capital funding	3,358	3,171	3,791
Surplus/(deficit) of Capital Funding	(1,621)	(1,474)	(1,797)
Funding balance	-	-	-

Prospective Funding Impact Statement 2026/27

Wastewater | Te Wai Para

For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Operating Funding			
Sources of operating funding			
General rates, UAGC, rates penalties	186	184	223
Targeted rates	3,708	3,694	4,419
Subsidies and grants for operating purposes	-	-	-
Fees and charges	552	552	595
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees and other	-	-	-
Total operating funding	4,445	4,430	5,237
Applications of operating funding			
Payments to staff and suppliers	995	875	1,205
Finance costs	822	848	895
Internal charges & overheads	866	881	902
Other operating funding applications	-	-	-
Total applications of operating funding	2,683	2,605	3,002
Surplus/(deficit) of operating funding	1,762	1,825	2,234
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	99	99	101
Increase / (decrease) in debt	2,224	2,669	2,775
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	2,323	2,768	2,876
Applications of capital funding			
Capital expenditure			
• to meet additional demand	-	-	-
• to improve level of service	346	236	253
• to replace existing assets	4,223	4,085	4,371
Increase / (decrease) in other reserves	(484)	272	486
Increase / (decrease) of investments	-	-	-
Total applications of capital funding	4,085	4,593	5,110
Surplus/(deficit) of Capital Funding	(1,762)	(1,825)	(2,234)
Funding balance	-	-	-

Prospective Funding Impact Statement 2026/27

Stormwater Drainage | Wai Āwhā

For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Operating Funding			
Sources of operating funding			
General rates, UAGC, rates penalties	32	36	45
Targeted rates	285	321	407
Subsidies and grants for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees and other	-	-	-
Total operating funding	317	356	453
Applications of operating funding			
Payments to staff and suppliers	128	138	124
Finance costs	7	3	25
Internal charges & overheads	89	90	92
Other operating funding applications	-	-	-
Total applications of operating funding	224	231	242
Surplus/(deficit) of operating funding	93	126	211
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	25	25	25
Increase / (decrease) in debt	(7)	(4)	(27)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	18	21	(2)
Applications of capital funding			
Capital expenditure			
• to meet additional demand	-	-	-
• to improve level of service	-	-	-
• to replace existing assets	-	80	321
Increase / (decrease) in other reserves	111	67	(112)
Increase / (decrease) of investments	-	-	-
Total applications of capital funding	111	147	209
Surplus/(deficit) of Capital Funding	(93)	(126)	(211)
Funding balance	-	-	-

Prospective Funding Impact Statement 2026/27

Waste Management | Te Whakahaere Para

For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Operating Funding			
Sources of operating funding			
General rates, UAGC, rates penalties	239	340	416
Targeted rates	463	549	346
Subsidies and grants for operating purposes	-	-	-
Fees and charges	451	451	611
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees and other	247	199	125
Total operating funding	1,400	1,538	1,498
Applications of operating funding			
Payments to staff and suppliers	1,078	1,171	1,078
Finance costs	13	12	18
Internal charges & overheads	223	268	240
Other operating funding applications	-	-	40
Total applications of operating funding	1,314	1,450	1,375
Surplus/(deficit) of operating funding	87	88	123
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase / (decrease) in debt	47	47	45
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	47	47	45
Applications of capital funding			
Capital expenditure			
• to meet additional demand	-	-	-
• to improve level of service	50	50	54
• to replace existing assets	25	25	27
Increase / (decrease) in other reserves	59	60	87
Increase / (decrease) of investments	-	-	-
Total applications of capital funding	134	135	167
Surplus/(deficit) of Capital Funding	(87)	(88)	(123)
Funding balance	-	-	-

Prospective Funding Impact Statement 2026/27

Water Supply | Te Ratonga Wai

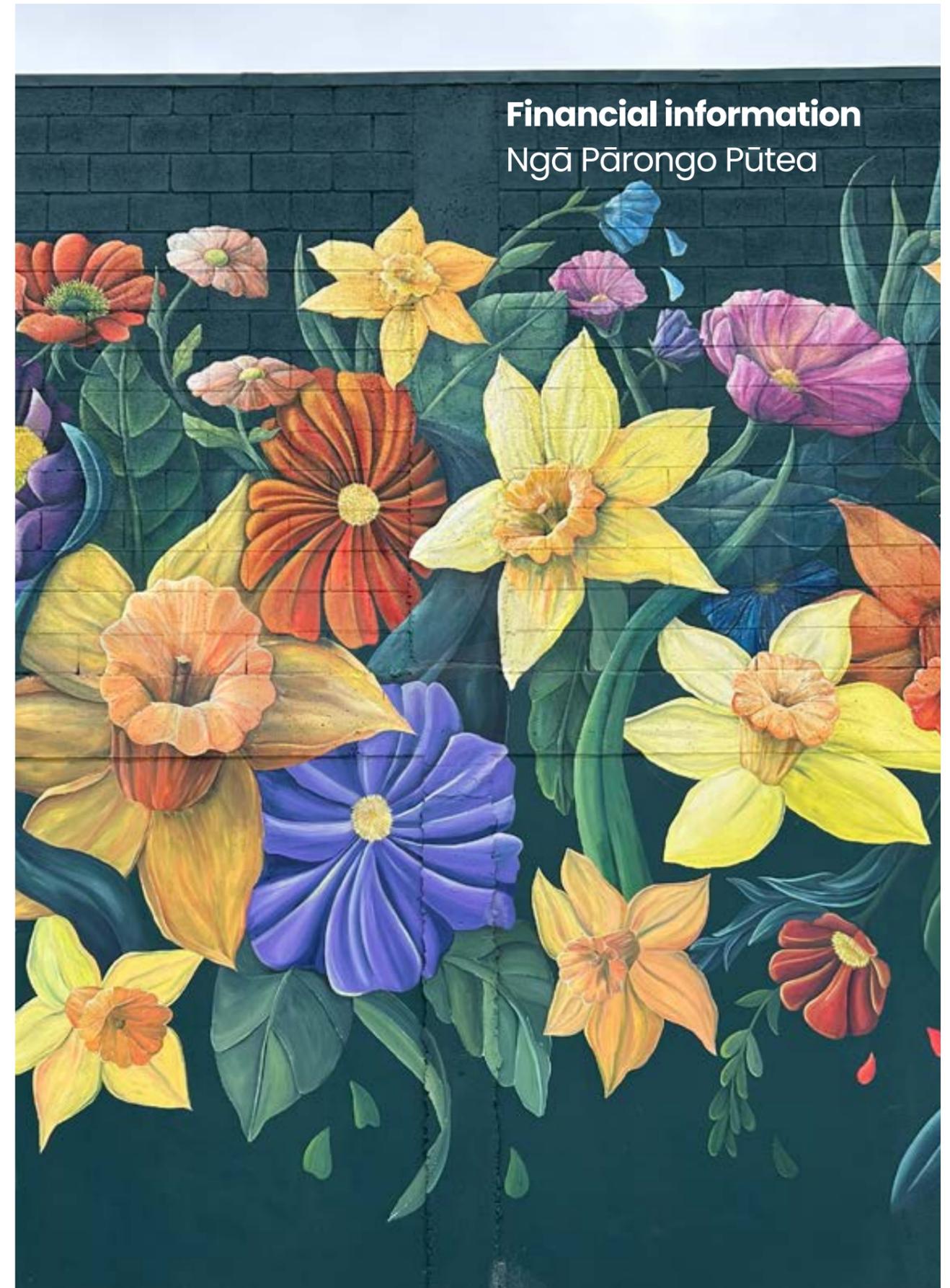
For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Operating Funding			
Sources of operating funding			
General rates, UAGC, rates penalties	282	339	375
Targeted rates	3,097	3,501	4,040
Subsidies and grants for operating purposes	-	-	-
Fees and charges	16	16	17
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees and other	-	-	-
Total operating funding	3,395	3,855	4,431
Applications of operating funding			
Payments to staff and suppliers	1,364	1,450	1,553
Finance costs	227	356	297
Internal charges & overheads	872	887	1,000
Other operating funding applications	-	-	-
Total applications of operating funding	2,463	2,693	2,850
Surplus/(deficit) of operating funding	931	1,162	1,581
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	130	130	134
Increase / (decrease) in debt	1,664	3,137	827
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	1,794	3,267	961
Applications of capital funding			
Capital expenditure			
• to meet additional demand	75	3,194	80
• to improve level of service	100	30	32
• to replace existing assets	2,201	563	1,458
Increase / (decrease) in other reserves	349	642	971
Increase / (decrease) of investments	-	-	-
Total applications of capital funding	2,725	4,429	2,542
Surplus/(deficit) of Capital Funding	(931)	(1,162)	(1,581)
Funding balance	-	-	-

Prospective Funding Impact Statement 2026/27
 Administration and Support Services | Ngā Whakahaere
 me ngā Tautoko

For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Operating Funding			
Sources of operating funding			
General rates, UAGC, rates penalties	(280)	(278)	(67)
Targeted rates	-	-	-
Subsidies and grants for operating purposes	90	90	96
Fees and charges	-	-	-
Internal charges and overheads recovered	5,975	6,552	7,103
Interest and dividends from investments	119	-	218
Local authorities fuel tax, fines, infringement fees and other	75	193	80
Total operating funding	5,980	6,557	7,430
Applications of operating funding			
Payments to staff and suppliers	5,482	5,459	6,291
Finance costs	23	103	99
Internal charges & overheads	-	565	-
Other operating funding applications	5	5	5
Total applications of operating funding	5,510	6,133	6,395
Surplus/(deficit) of operating funding	470	425	1,034
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase / (decrease) in debt	(26)	1,136	(47)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	(26)	1,136	(47)
Applications of capital funding			
Capital expenditure			
• to meet additional demand	-	-	-
• to improve level of service	11	1,258	8
• to replace existing assets	79	217	93
Increase / (decrease) in other reserves	354	86	886
Increase / (decrease) of investments	-	-	-
Total applications of capital funding	444	1,560	987
Surplus/(deficit) of Capital Funding	(470)	(425)	(1,034)
Funding balance	-	-	-



Prospective statement of comprehensive revenue and expenses For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Revenue			
Rates	20,581	21,384	23,368
Rates penalties	60	60	64
Finance revenue	120	118	218
Fees and charges	2,427	2,569	2,578
Waka Kotahi (NZTA) subsidy	3,015	2,986	3,461
Grants and subsidies	123	392	131
Petrol tax	100	60	106
Recoveries	818	582	844
Rental	150	317	160
Event	379	384	403
Forestry	5	1	5
Commissions	73	73	78
Miscellaneous revenue	65	65	59
Development and financial contributions	676	676	690
Total revenue	28,591	29,666	32,165
Expenditure			
Governance	883	954	941
Transportation	7,810	7,535	8,143
Water Supply	3,677	3,959	4,077
Wastewater	4,074	4,088	4,446
Stormwater	396	474	430
Waste Management	1,392	1,530	1,466
Community Services	6,979	5,482	7,030
Regulatory and Planning	2,439	2,487	2,641
Bad Debt write off/(recovered)	5	5	5
Total operating expenditure	27,655	26,514	29,179
Net Operating Surplus/(deficit)	937	3,152	2,987
Revaluation gains	-	-	-
Fair value gains/(losses)	-	-	-
Surplus/(deficit) before tax	937	3,152	2,987
Taxation expense	-	-	-
Surplus/(deficit) after tax	937	3,152	2,987
Other comprehensive income			
Gain on property, plant & equipment revaluation	-	-	-
Total other comprehensive income	-	-	-
Total comprehensive income for the year	937	3,152	2,987
Note: Total expenditure includes -			
Depreciation	7,706	7,066	7,598
Finance	1,260	1,468	1,499
Personnel	7,158	7,336	7,476

Prospective statement of changes in equity For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Equity at start of year	305,547	300,211	314,851
Total comprehensive revenue and expense	937	1,564	2,987
Equity at end of year	306,484	301,775	317,838
Components of equity			
Retained earnings at start of year	124,913	129,836	125,669
Opening adjustment retained earnings	-	-	-
Surplus/(deficit) after tax	937	1,564	2,987
Other adjustment to retained earnings	-	-	-
Transfers (to)/from equity for revaluation reserves	-	-	-
Transfers (to)/from equity for restricted/Council created reserves	(158)	1,368	-
Transfers (to)/from equity for other reserves	(1,308)	(522)	-
Retained earnings at end of year	124,384	132,246	128,655
Revaluation reserves at start of year	166,639	158,259	171,058
Opening adjustment to revaluation reserves	-	-	-
Transfers (to)/from revaluation reserves	-	-	-
Financial asset revaluation gains	-	-	-
Asset Revaluation gains	-	-	-
Revaluation reserves at end of year	166,639	158,259	171,058
Restricted/council created reserves at start of year	4,990	5,603	6,909
Opening adjustment to restricted reserves	-	-	-
Transfers (to)/from reserves	-	-	-
Transfers (to)/from restricted reserves	158	(1,368)	(111)
Restricted reserves at end of year	5,148	4,235	6,799
Other (Council created) reserves at start of year	9,005	6,513	8,612
Opening adjustment to other reserves	-	-	-
Transfers (to)/from other reserves	1,308	522	2,714
Other (Council created) reserves at end of year	10,313	7,035	11,326
Equity at end of year	306,484	301,775	317,838

Prospective statement of financial position For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Assets			
Current assets			
Cash and cash equivalent	5,655	4,239	5,238
Debtors and other receivables	2,320	3,288	4,093
Investments	7,694	7,900	12,213
Inventory	20	16	28
Total current assets	15,688	15,443	21,573
Non-current assets			
Property, plant and equipment	323,316	327,340	329,954
Forestry asset	1,036	1,089	893
Intangible assets	802	769	817
Investments	5,793	6,429	5,842
Other financial assets:			
Investment in CCOs and section 6(4) entities	21	21	21
Investment in other entities	1	1	1
Total non-current assets	330,968	335,648	337,529
Total assets	346,656	351,091	359,101
Liabilities			
Current liabilities			
Creditors and other payables	4,461	5,005	4,703
Employee entitlements	806	608	806
Borrowings	2,300	7,200	2,711
Leases	8	9	7
Total current liabilities	7,574	12,821	8,227
Non-current liabilities			
Employee entitlements	-	-	-
Borrowings	29,840	34,875	33,035
Leases	14	9	-
Total non-current liabilities	29,854	34,884	33,035
Equity			
Public equity	129,244	131,998	128,655
Restricted reserves	5,148	4,235	6,799
Revaluation reserves	166,639	158,259	171,059
Other reserves	8,197	8,894	11,326
Total equity	309,228	303,386	317,839
Total liabilities and equity	346,656	351,091	359,101

Prospective statement of cash flows For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Cash flows from Operating Activities			
Cash was received from:			
Receipts from rates revenue	20,641	21,444	23,432
Grants, subsidies and donations	3,138	3,378	3,592
Petrol tax	100	60	106
Receipts from other revenue	4,566	4,665	4,817
Finance revenue	120	118	218
	28,565	29,666	32,165
Cash was applied to:			
Payments to suppliers and employees	18,664	19,568	20,081
Finance expenditure	1,260	1,468	1,499
	19,923	21,035	21,580
Net cash flow from operating activities	8,642	8,630	10,585
Cash flows from Investing Activities			
Cash was received from:			
Sale of property, plant and equipment	-	-	-
	-	-	-
Cash was applied to:			
Purchase of property, plant and equipment	10,906	16,317	11,031
Purchase of term deposits, shares and advances	1,585	(728)	2,606
	12,492	15,589	13,637
Net cash flow from investing activities	(12,492)	(15,589)	(13,637)
Cash flows from Financing Activities			
Cash was received from:			
Proceeds from borrowings	5,564	9,041	5,640
	5,564	9,041	5,640
Cash was applied to:			
Repayment of borrowings	1,835	2,201	2,435
	1,835	2,201	2,435
Net cash flow from financing activities	3,730	6,840	3,204
Net increase/(decrease) in cash held	(120)	(119)	153
Add cash at start of year (1 July)	5,774	4,358	5,085
Balance at end of year (30 June)	5,655	4,239	5,238
Represented by:			
Cash, cash equivalents and overdrafts	5,655	4,239	5,238

Prospective statement of movements in reserves For the year ending 30 June 2027

Special Reserve Funds	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Recreation and reserve account			
Opening balance	2,489	2,866	2,474
Transfer to Reserves	224	224	262
Transfer from Reserves		1,450	
Closing balance	2,713	1,640	2,736
Waste disposal fund			
Opening balance	97	136	375
Transfer to Reserves	-	-	167
Closing balance	97	136	542
Clareville grave maintenance trust			
Opening balance	3	3	3
Closing balance	3	3	3
Memorial Square fund			
Opening balance	9	10	9
Closing balance	9	10	9
WWII Memorial trust			
Opening balance	88	91	91
Transfer to Reserves	-	-	2
Closing balance	88	91	92
Election contingency fund			
Opening balance	39	48	8
Closing balance	39	48	8
Roading contribution fund			
Opening balance	1,138	1,589	2,124
Transfer to Reserves	198	198	229
Transfer from Reserves	148	143	284
Closing balance	1,188	1,644	2,069
Infrastructure contributions fund			
Opening balance	838	555	1,449
Transfer to Reserves	223	223	235
Transfer from Reserves	370	451	760
Closing balance	691	327	924
Waingawa infrastructure contributions fund			
Opening balance	289	305	328
Transfer to Reserves	31	31	39
Closing balance	320	336	367
Creative NZ			
Opening balance	-	-	1
Closing balance	-	-	1
Roading Emergency fund			
Opening balance	-	-	46
Closing balance	-	-	46
Special funds reserves Totals	5,148	4,235	6,798

Prospective whole of Council funding impact statement For the year ending 30 June 2027

	Annual Plan 30 June 2026 \$000	Annual Plan 30 June 2027 \$000	LTP 30 June 2027 \$000
Operating Funding			
Sources of operating funding			
General rates, UAGC, rates penalties	12,621	12,827	13,585
Targeted rates	8,020	8,617	9,847
Subsidies and grants for operating purposes	1,538	1,807	1,708
Fees and charges	2,577	2,886	2,738
Interest and dividends from investments	120	118	218
Local authorities fuel tax, fines, infringement fees and other receipts	1,413	1,164	1,496
Total operating funding	26,289	27,419	29,591
Applications of operating funding			
Payments to staff and suppliers	18,214	19,108	19,769
Finance costs	1,260	1,468	1,499
Other operating funding applications	450	459	312
Internal charges & overheads	-	-	-
Total applications of operating funding	19,924	21,036	21,580
Surplus/(deficit) of operating funding	6,365	6,383	8,011
Capital Funding			
Sources of capital funding			
Subsidies and grants for capital expenditure	1,600	1,571	1,884
Development and financial contributions	676	676	690
Increase / (decrease) in debt	3,731	6,841	3,204
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total capital funding	6,007	9,087	5,779
Applications of capital funding			
Capital expenditure			
• to meet additional demand	75	3,206	93
• to improve level of service	727	1,799	598
• to replace existing assets	10,104	11,312	10,340
Increase / (decrease) in reserves	1,466	(846)	2,759
Increase / (decrease) of investments	-	-	-
Total applications of capital funding	12,372	15,471	13,790
Surplus/(deficit) of Capital Funding	(6,365)	(6,383)	(8,011)
Funding balance	-	-	-

Funding impact statement

Clause 20 of Schedule 10 of the Local Government Act 2002 requires a funding impact statement for the year to which the Annual Plan relates.

All Funding Impact Statements for individual Council activity groups, together with the Whole-of-Council Funding Impact Statement, are presented above. They identify:

- The sources of funding to be used by the Council.
- The amount of funds expected to be produced from each source.
- How the funds are to be applied.

If the sources of funding include a general rate, the funding impact statement must:

- Include particulars of the valuation system on which the general rate is to be assessed, e.g. land, annual, or capital value.
- State whether a uniform annual general charge is to be included and, if so, how the charge is to be calculated and the Council's definition of a separately used or inhabited part of a rating unit if the charge is to be calculated on that basis.
- State whether the general rate is to be set differentially and, if so, state the category or categories that will be used for differentiating the general rate within the meaning of Section 14 of the Local Government (Rating) Act 2002 and the objectives of the differential rate in terms of the total revenue sought from each category of rateable land or the relationship between the rates set on rateable land in each category.

If the sources of funding include a targeted rate, the funding impact statement must:

- Specify the activity or groups of activities for which a targeted rate will be set.
- Specify any category or categories of rateable land that will be used to set a targeted rate on a differential basis or determine whether a property will be liable for a targeted rate.
- State any factor or factors that will be used to calculate liability for a targeted rate.
- State the Council's definition of a separately used or inhabited part of a rating unit if the rate is to be calculated on that basis.
- State the total revenue sought from each category of rateable land or the relationship between the rates set on rateable land in each category if the targeted rate is to be set differentially.
- State whether lump sum contributions will be invited in respect of the targeted rate.
- State the basis for setting charges for water supply if it is to be by volume of water consumed, e.g. as a fixed charge per unit of water consumed or supplied or according to a scale of charges.

The revenue and financing mechanisms to be used to cover the estimated expenses of the Council are covered in the Revenue and Financing Policy.

The method and impact of both general and targeted rates is covered in the 'Rating System' section that follows.

Rating system

The rating system comprises either general or targeted rates, or specific charges such as a uniform annual charge or excess water meterage charges. Rates are set each year through the annual planning process.

The principles by which rates are imposed and their variation in nature are a consequence to rating reviews that are conducted from time-to-time. When a rating review is conducted is determined by Council.

All rates including in the **Funding impact statement** are GST inclusive.

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.

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 **x** cents in the dollar (including GST) of capital value on every rating unit in the residential category.
- A rate of **x** cents in the dollar (including GST) of capital value on every rating unit in the commercial category.
- A rate of **x** cents in the dollar (including GST) of capital value on every rating unit in the rural category.

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 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 2026–27 this rate will be **\$x** (including GST) per rating unit set under section 15(1)(a) Local Government (Rating) Act 2002.

Targeted rates

Definition of 'separately used or inhabited part of a rating unit'

A separately used or inhabited part of a rating unit includes any portion inhabited or used by the owner or a person other than the owner, and who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence, or other agreement.

Examples of properties with multiple SUIPs include, but are not limited to, the following situations:

- Single dwelling with flat attached
- Two or more houses, flats or apartments on one record of title
- Business premise with flat above
- Separate business premise and dwelling on same record of title
- Commercial building leased, or sub-leased, to multiple tenants
- Farm or horticultural property with more than one dwelling
- Council property with more than one lessee
- Individually surveyed lots of vacant land on one record of title offered for sale separately or in groups
- Where part of a rating unit that has the right of exclusive occupation by more than one ratepayer/owner
- Retirement village with self-contained flats or dwellings

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 **x** 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 **\$x** 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 **\$x** 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 **\$x** 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 is 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 \$x 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 x 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 x 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 x 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 \$x 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.
- 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 is to fund the operation and maintenance of the urban water supply.

- a) A rate of \$x 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 \$x 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 \$x 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 \$x 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

Additionally, 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 \$x 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 \$x per hectare
- Class B \$x per hectare
- Class C \$x per hectare

Where classes are defined in the funding impact statement.

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.

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 \$x 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 \$x 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 \$x 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 \$x per rating unit on all Commercial and Industrial rating units as defined by the differential for General Rate.

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 2026 to 30 June 2027 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 2026	21 August 2026
Two	20 November 2026	21 November 2026
Three	20 February 2027	21 February 2027
Four	20 May 2027	21 May 2027

Due dates for metered water rates 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 2026 to 30 June 2027.

Table 2: Due dates and penalty dates for metered water rates.

Meters read in	Due date for payment	Penalty date
September 2026	31 October 2026	1 November 2026
January 2027	28 February 2027	1 March 2027
March 2027	30 April 2027	1 May 2027
June 2027	31 July 2027	1 August 2027

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.

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 2026 to the amount of rates assessed in previous financial years and remaining unpaid as at 30 June 2026 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 July 2027 to the amount of rates assessed in previous financial years and remaining unpaid as at 30 June 2027 excluding metered water rates.

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 August 2026 to the amount of water meter rates assessed in previous financial years and remaining unpaid as at 31 July 2026.

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 2027 to the amount of water meter rates assessed in previous financial years and remaining unpaid as at 31 July 2027.



Annual Plan financial prudence disclosure statement

What is the purpose of this statement?

The purpose of this statement is to disclose the Council’s planned financial performance in relation to various benchmarks to enable the assessment of whether the council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings.

The Council is required to include this statement in its annual plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014 (the Regulations). Refer to the Regulations for more information, including definitions of some of the terms used in this statement.

Benchmark	Description	Quantified maximum Limit	Planned Limit	Met
Rates affordability benchmark				
Increases	Percentage change in average rates must not exceed the increase in the BERL local government cost index 3.1% plus 2%.	5.1%	3.9%	Yes
Debt affordability benchmarks				
Net External interest expense as a percentage of annual rates income		15%	6.31%	Yes
Net interest expense as a percentage of total revenue		15%	4.63%	Yes
Net external debt as a percentage of total revenue		150%	52%	Yes
External debt plus unutilised committed facilities plus liquid assets over existing external debt		110%	144%	Yes
Balanced budget benchmark	Planned revenue equals or is greater than its planned operating expenses	100%	103%	Yes
Essential services benchmark	planned capital expenditure on network services equals or is greater than expected depreciation on network services.	100%	199%	Yes
Debt servicing benchmark	planned borrowing cost equal or are less than 10% of its planned revenue	10%	5.1%	Yes

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Schedule of Fees & Charges

2026/27



Dartington District Council
Te Kaunihera ā rohe o Taratahi

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User fees and charges are used to assist the operation and maintenance of a variety of services provided to the community. User fee revenue reduces the rate revenue required to be collected from ratepayers.

Council wants to minimise rate increases wherever possible and has indicated that it will continue to review all user fees and charges on an ongoing basis. The fees and charges reflect the outcome of this review process.

Council's user fees and charges are updated each year. Updates reflect changing circumstances, Consumer Price Index (CPI) adjustments, legislative requirements, removed fee requirements, and benchmarking with other Councils. Inflation adjustment and rounding has also been applied.

In general, the fees and charges have been reviewed and adjusted in line with inflation at 2.3%. Excluded from this CPI increase are Animal Control and Community fees.

These fees and charges are enforced from 1 July 2026.

All fees are GST inclusive, unless otherwise stated.

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Food Act 2014

	2026/27 incl. GST
Verification of template Food Control Plan. Includes: booking appointments, checking prior history, travel time, actual time on- site, completion of reports, lodging of results to MPI and Council database and follow up on Corrective Action Requests (first 2 hours)	\$433
Additional hours	\$177
Renewal of registration for food premises	\$149
Amendment to registration	\$105

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Public Health (Health Act 1956, Health Registration Regulations 1966)

Annual Registration and Inspection	2026/27 incl. GST
Hairdressers	\$221
Motels/Boarding Houses	\$221
Itinerant trader – annual registration including inspection	\$310
Camping Grounds/Motor Home Parks	\$277
Hawkers licence	\$167
Hairdressers, beauticians, tattooists, skin piercers	\$277
Funeral directors	\$277
Offensive trades – septic tank services, waste or refuse cartage	\$277
Saleyards	\$277
Street stall licence	\$34 per week
Health inspection for events where food will be sold, or inspection on request	\$167
Noise control <i>recover all reasonable costs associated with second and subsequent noise complaints investigated from the same property</i>	
Contravention of an excessive noise direction under section 327 of the RMA 1991	\$1000
Contravention of an abatement notice for unreasonable noise under section 322(1)(c)	\$1500
Health-related complaints under the RMA and Health Act 1956 <i>recover all reasonable costs associated with investigating/resolving the matter</i>	
Gambling venue applications	\$664
Removal of abandoned vehicles	Actual cost plus 10%
Alcohol hearing administration fee + cost of commissioners	\$1659
Officer consultation, investigation	\$221

Resource Consent Fees (deposit only)

	2026/27 incl. GST
Controlled activity (other than minor land use)	\$1,329
Restricted Discretionary – non-notified	\$1,659
Discretionary activity	\$2,215
Permitted boundary activity	\$355
Non-complying	\$5,268
Heritage items	Free
Additional Charges	
Public notification	\$5,531
Limited notification	\$2,765
Pre-hearing	\$587
Post decision – requested changes	\$664
Additional processing time above 5 hours (per hour)	\$221
Section 127 variation to consent	\$1,658
Section 223 RMA certificates	\$553
Section 224 RMA certificates	\$721
Any other certificate	\$721
Monitoring compliance with resource consents – cost, with maximum of:	\$2,215
District Plan changes – deposit only (applicants are required to meet the full cost of processing applications)	\$21,074
Land Information Memorandum (LIM) *refund less \$50 admin fee, if cancelled within 1-2 working days	\$264
Land Information Memorandum (LIM) – urgent service *no refund if cancelled Charges between \$150-\$300 per hour	\$474
Other external reports, e.g. engineers, commissioners, solicitors, special advisors (indicative charges between \$150-\$300 per hour)	Actual cost
Hearing administration fee + cost of Commissioners	\$1,658

Note: Pursuant to Section 36, 36 (1) and 36 (3) of the Resource Management Act 1991, Council may require the person who is liable to pay one or more of the above charges, to also pay an additional charge to recover actual and reasonable costs in respect of the matter concerned.

Infrastructure Contribution	2026/27 incl. GST
Wastewater	\$10,817
Water	\$7,987
Stormwater	\$3,306
Infrastructure Contribution – Waingawa Industrial Zone	
Wastewater	\$10,817
Water	\$7,987
Stormwater	\$3,306
Roading Contribution – Residential, Commercial, Mixed Use and Industrial Zones	3% of land value + GST
Roading Contribution – Rural, Open Space, Recreation and Māori Purpose Zone	3% of land value + GST
Reserve Contribution – Residential, Commercial, Mixed Use and Industrial Zones	3% of land value + GST
Reserve Contribution – Rural Zone, Open Space, Recreation and Māori Purpose Zone	2% of land value + GST
Monthly building consent lists	\$28
Officer consultation	\$221 per hour
Service Fees	
Service Fees	2026/27 incl. GST
Water / Wastewater/ Process water Standover	\$134 per hour
Administration fee	\$105
Applications for new water / wastewater / Process water connection	\$249 per application
Application for disconnection of existing water / wastewater / Process water connection	\$249 per application
Applications for water race draw off	\$177 per application
Applications for piping or relocating water race (plus expenses)	\$177 per application
Clearing public wastewater main or lateral pipe, damaged as a result of private fault (fat/rags or similar)	Actual cost
Damage to road reserve	Actual cost

Transfer Station Entry Fees

General refuse	2026/27 incl. GST
Car boot or SUV – up to 100kg	\$38
Small trailer, van or ute up to 1.8m x 1.2m x 0.4m high or up to 250kg	\$91
Large trailer – up to 1.8m x 1.2m x 0.8m high or up to 500kg	\$121
Weigh in/out (minimum \$20.00) per tonne	\$332.00 per tonne
Green waste	
Car boot or SUV – up to 100kg	\$7
Small trailer, van or ute up to 1.8m x 1.2m x 0.4m high or up to 250kg	\$19
Large trailer – up to 1.8m x 1.2m x 0.8m high or up to 500kg	\$25
Weigh in/out (minimum \$20.00) per tonne	\$80 per tonne
Tyres	
Car and 4WD tyres on rims	\$7 each
Car and 4WD tyres – up to 5 tyres under Tyrewise scheme	Nil
Truck tyres	\$11 each
Cleaning of Tyres by staff of Tyrewise scheme if not cleaned properly	\$25 each
E-waste (electronic waste)	
Small consumer items (e.g. mobile phones, GPS, digital cameras)	No charge
Small/Medium items (e.g. keyboards, docking stations, modems, routers, stereos, gaming consoles)	\$5
Computer monitors, computer peripherals (incl. speakers), DVD/VCR/CD players, stereo equipment)	\$22
Large items (e.g. TVs, printers, scanners, fax machines, microwaves, stereo/hi-fi speakers)	\$33
Photocopiers	\$55.00

Dog Registration Fees (before 1 August)

From 1 August - 50% of the fee will be added as penalty. For certified seeing eye or hearing dogs, a fee of 50% of those stated below.	2026/27 incl. GST
Urban - entire dogs	\$113
Urban - spayed/neutered dogs	\$88
Over 65 canine companion* *Over 65 fee is only for Urban dog owners. Owners will have to apply for the Over 65 fee and provide proof of their age.	\$75
Rural - non-neutered and neutered dogs - first 2 dogs	\$77
Rural - non-neutered and neutered dogs - all remaining dogs	\$41 per dog
Dog classified as dangerous	\$170
Other Fees	
Urban - application to keep more than 2 dogs	\$77
Replacement Tag	\$10
Housing dog at other facilities (if required)	Actual costs
Rehoming fee - sustenance, administration, registration, microchip (if required) and property suitability inspection	\$52
Costs associated with vet treatment/supplementary feeding	Actual costs
Euthanise dog	Actual cost
Voluntary handover (surrender dog)	\$52
Impounding Fees	
Dogs, sheep, goats	\$155
Second time impounding (dogs)	\$206
Third and subsequent impounding (dogs)	\$258
Cattle, deer, horses and all other animals	\$206
Droving charge - calculated on actual cost including labour and plant hire	Actual cost
Sustenance fee - all animals	\$21 per day

Water Supply

Water rates are set under the Local Government (Rating) Act 2002 Section 16(3)(b), Section 19(1), Section 19(2)(a) and Section 19 (2)(b). The following is an extract of the Funding Impact Statement from the Long-Term Plan 2024-34 for information only.

Waingawa water and reticulated supply

	2026/27 incl. GST
Metered water*	\$3.32 per m ³
Metered water – high volume > 50,000 cubic meters per year*	\$2.88 per m ³
Draw water from Council fire hydrant *	\$3.32 per m ³

Urban water, reticulated supply

	2026/27 incl. GST
Extraordinary use > 225 cubic meters per year *	\$2.16 per m ³
Metered water (Commercial and Industrial use) * Large or temporary connections	\$3.30 per m ³
Draw water from Council metered hydrant	\$3.30 per m ³

Water Race

	2026/27 incl. GST
Water race – metered – for principally commercial/industrial use – per cubic metre taken	\$2.37per m ³
Water race – metered – for principally horticultural use per cubic metre taken	\$1.44 per m ³

Waingawa Process Water

	2026/27 incl. GST
Metered Process water	\$1.25 per m ³

Cemetery

NOTE - No burials on public holidays

	2026/27 incl. GST
Plot Fees	
Lawn	\$1,607
Lawn – Child under 1 year old	\$273
Lawn – Child over 1 year old and below 10 years old	\$515
Cremation – berm	\$397
Whenua/Placenta	\$157
Cremation – Child under 1 year old	\$178
Cremation – Child over 1 year old and below 10 years old	\$281
Extra depth charge	\$508
Interment Fees	
Lawn	\$1560
Lawn – Child under 1 year old	\$278
Lawn – Child over 1 year old and below 10 years old	\$561
Cremation	\$412
Servicemen	Free
Whenua/Placenta	\$157
Saturday/Sunday burials	Actual cost
Placenta (interment administration fee)	Nil
Disinterment	Actual cost
Natural Burial	
Plot	\$3,214
Interment	\$1,236
Costs:	
Compost (cost includes topping-up within first 3 years)	\$346
Tree (cost includes planting)	\$173
Natural burial fee	Actual Cost
Out of District fee	\$1,363
Additional Fees	
Out of town burial fee	Nil
Out of town cremation fee	\$500

Headstone permit (approved stonemason exempt)	\$45
Family back-fill	\$454
Chapel fee	\$70

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Park Fees

	2026/27 incl. GST
Commercial hire of park or Reserve incl. filming	\$361
Park or Reserve Event bond	\$2,060 – \$5,150
Additional rubbish bins	Actual Cost
Additional toilet cleaning/stocking	Actual Cost
Staff call out (per call out per hour)	\$155
Mobile trader/Hawkers within Park or Reserve	\$31 per day

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Library Fees

Rentals (per issue)	2026/27 incl. GST
Fiction books (including re-issues)	Free
Magazines	Free
DVDs – children’s (one week)	Free
DVDs – adult (one week)	\$2
Fines	
Adult book – first week	Nil
Per week thereafter	Nil
Children’s books – first week	Nil
Per week thereafter	Nil
Reserves	Nil
Inter-loans	
Per book, article or subject request	\$10
Charges from other libraries	Actual cost
Other	
Lost library book	Replacement Cost

Photocopying – per page	2026/27 incl. GST
A4 black and white	\$0.20
A3 black and white	\$0.50
A4 colour	\$.80
A3 colour	\$1.00
Laminating per page	
A4	\$2
Rubbish bags	\$4
Replacement/additional recycling bins	\$16
Replacement yellow-lid recycling wheelie bin	\$84
Rating information schedule	\$22

Building consent and PIM fees

(all amounts include GST)

Classification *All fees are based on a maximum number of hours for processing. Consents that go over the maximum hours (shown in brackets) will be charged additional processing fees.	PIM only fee 2026/2027	When included with other work (excl. BRANZ and MBIE levies) 2026/27	Total stand-alone fee (excl. BRANZ and MBIE levies) 2026/27
Minor Work			
Solid fuel heater (1)*	\$56	\$138	\$421
Minor plumbing and drainage work, e.g. fittings, drain alteration (1)*	\$56	\$138	\$476
Minor building work (1)*	\$56		\$476
Drainage work, e.g. new minor subdivision services, and common drains (2)*	\$56		\$1,273
Drainage work, e.g. new effluent disposal system (1)*	\$56	\$387	\$576
Wet area shower (tile floor) (1)*	\$56	\$277	\$587
Private marquee >100m2 - professional assembly only (no inspection) (1)*	\$56		\$200
Public marquee > 100m2 and <50 people - professional assembly (no inspection) (1)*	\$56		\$205
Public marquee >100m2 and >50 people (with inspection) (2)*	\$56		\$409
Private marquee >100m2 (with inspection) (2)*	\$56		\$409
Sheds / Garages / Conservatories etc.			
Swimming pool 1200mm above ground and pool fencing (2)*	N/A		\$172
In-ground swimming pools (includes fence) (2)*	\$53		\$558
Garden sheds/retaining walls/carports/conservatories/other minor works (1)*	\$53		\$697
Minor farm buildings (hayshed covered yards 1-6 bays, etc.) (2)*	\$105		\$980

Classification *All fees are based on a maximum number of hours for processing. Consents that go over the maximum hours (shown in brackets) will be charged additional processing fees.	PIM only fee 2026/2027	When included with other work (excl. BRANZ and MBIE levies) 2026/27	Total stand-alone fee (excl. BRANZ and MBIE levies) 2026/27
Larger farm buildings (covered yards, wool sheds) – no plumbing or drainage (3)*	\$105		\$1394
Larger farm buildings (covered yards, wool sheds) – with plumbing or drainage (3)*	\$105		\$1771
Proprietary garages standard (2)*	\$110		\$1,018
Proprietary garages with fire wall (2)*	\$110		\$1,052
Proprietary garages with plumbing and drainage (2)*	\$110		\$1,277
Proprietary garages including sleepout no plumbing or drainage (2)*	\$110		\$996
Proprietary garages including sleepout with plumbing or drainage (2)*	\$110		\$1,627
Garages custom design including plumbing and drainage (3)*	\$110	\$243	\$1,915
Garages, simple custom design, single level (3)*	\$110		\$1086
Residential re-pile (1)*	\$58		\$697
Residential Dwellings – New NB double units charged at single unit rate + 50%			
Single storey value <\$500k (4)*	\$435		\$5,754
Complex –Single Storey value >\$500k and Multi storey (6)*	\$650		\$6,970
Transportable dwelling (yard built) (4)*	\$110		\$3,651
Relocated residential dwelling (if applicable, add alteration fee) (4)*	\$546		\$2,102

Classification *All fees are based on a maximum number of hours for processing. Consents that go over the maximum hours (shown in brackets) will be charged additional processing fees.	PIM only fee 2026/2027	When included with other work (excl. BRANZ and MBIE levies) 2026/27	Total stand-alone fee (excl. BRANZ and MBIE levies) 2026/27
Residential Dwellings – Additions and Alterations			
Alterations (minor) up to 3 inspections plus processing time (2)*	\$58		\$1,328
Alterations (major) up to 8 inspections plus processing time (8)*	\$110		\$3,651
Plumbing and drainage (2)*		\$243	\$1,382
Commercial/Industrial			
Commercial demolition (1)*	\$58		\$708
Single storey shop fitouts (3)*	\$110		\$1,438
Multi-storey shop fit-outs (3)*	\$110		\$1,771
Single storey, multi-unit apartments/motels (5)*	\$697		\$2,657 plus \$525 per unit
Multi-storey, multi-unit apartments/motels (6)*	\$1045		\$3,208 plus \$874 per unit
Minor commercial work e.g. signs/shop fronts/minor fit outs (no plumbing or drainage) (2)*	\$291		\$905
Commercial/industrial ≤\$50,000.00 (4)*	\$581		\$2,788
Commercial/industrial \$50,000.01-\$100,000.00 (5)*	\$778		\$3,873
Commercial/industrial \$100,000.01-\$150,000.00 (6)*	\$988		\$4,979
Commercial/industrial \$150,000.01-\$250,000.00 (7)*	\$1,278		\$6,041
Commercial/industrial \$250,000.01-\$350,000.00 (8)*	\$1,510		\$7,081
Commercial/industrial \$350,000.01-\$500,000.00 (9)*	\$1,743		\$8,298

Classification *All fees are based on a maximum number of hours for processing. Consents that go over the maximum hours (shown in brackets) will be charged additional processing fees.	PIM only fee 2026/2027	When included with other work (excl. BRANZ and MBIE levies) 2026/27	Total stand-alone fee (excl. BRANZ and MBIE levies) 2026/27
Commercial/industrial \$500,000.01-\$1,000,000.00 (10)*	\$1,859		\$9,018
Commercial/industrial/agricultural >\$1,000,000.00 (10)*	\$1,605		\$9,017 plus \$497 per \$100,000 value

Other charges	2026/27 incl. GST
Customer portal, processing and inspection software fee: A fixed fee of \$90.00 will be charged for projects that have an estimated value of work between \$1.00 and \$124,999.00 (including GST). For projects where the estimated value of work exceeds \$125,000.00, the charge is the charge is a fee of 0.1% of the estimated value of work. The estimated value of work is capped at \$2.5 million	
Document management and storage fee – project value < \$20,000	\$75
Document management and storage fee – project value > \$20,000	\$150
BCA accreditation levy – project value > \$20,000 < \$500,000	\$75
BCA accreditation levy – estimated value of work \$500,000 or more	0.50 per \$1,000 of project value
Granny Flat PIM Fee	\$600.00
Processing hard copy certificate applications	\$110
Pool inspections	\$167 per hour (this includes travel time to the site and any associated research or administration relating to the inspection)
Pool inspections – assessment of independent audit	\$72

BRANZ levy for work \$20,000.00 or more, a stand-alone fee of \$1.00 per \$1,000 for the total project value	\$1.00 per \$1,000.00
MBIE levy for work \$65,000.00 or more including GST, a stand-alone fee of \$1.75 per \$1,000 for the total project value	\$1.75 per 1,000.00 (for work \$65,000.00 or more)
Structural engineering or fire engineering assessment/peer review (the building consent fee does not include the cost of any structural or fire engineers' assessments that may be required)	Cost plus 10%
Compliance schedule application (includes inspection, 12A and BWoF administration & auditing)	\$221 per hour
Inspection hourly rate	\$243 per hour
Certificate of acceptance—building consent fee for the applicable building plus actual costs, payable on issue of certificate	\$243.00 per hour for inspections plus applicable building consent fees
Registration of certificates under the Building Act	\$720

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Reassessment fee (amended plans or specifications)	\$248 per hour
Certificate of title	\$56
Vehicle crossing bonds will be assessed for each application where required	\$604
Street, crossing, footpath, and berm damage bond for buildings moved to/from site	\$1,826
Property search fee (includes download, scanning documents, email, or writing to disc)	\$56.00 per file (covers the search and the first file – every file thereafter \$10.00)
Officer consultation	\$221 per hour

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Trade waste

Under Wairarapa Consolidated Bylaw 2019 – Part 9 (all amounts include GST)

Category	Description	2026/27 incl. GST
Compliance monitoring	The cost of sampling and analysis of trade waste discharge	At cost
Trade waste application fee	Payable on application for a trade waste discharge	Small business (1–5 staff) \$216 Medium business (6–15 staff) \$407 Large business (16+ staff) \$789
Re-inspection fee	Payable for each re-inspection visit by the Waste Water Authority where a notice served under the bylaw has not been complied with by the trade waste discharger	\$191 per hour
Annual trade waste charges	An annual management fee for a trade waste discharge to cover the Waste Water Authority's costs associated with for example: <ul style="list-style-type: none"> a) Administration b) General compliance monitoring c) General inspection of trade waste premises d) Use of the sewerage system The charge may vary depending on the trade waste sector or category of the discharger	Small Permitted \$268 per annum. Conditional \$535 per annum
		Medium Permitted \$915 per annum Conditional \$1,464 per annum
		Large Permitted 2,100 per annum Conditional \$2,927 per annum
Rebates for trade premises within the	Reduction in fees provided for in Section 150(2) of the Local Government Act. Section 150(4) states that the fees	Discretion of Council As calculated by Council

District	prescribed by the Council to recover more than the reasonable cost incurred by the Council for the matter for which the fee is charged. In no event shall the resultant charge be less than the Council's sewerage charge for the equivalent period	
New or additional trade premises	Pay the annual fees and a pro rata proportion of the various trade waste charges relative to flows and loads	As per charges outlined below
B1 Volume	Payment based on the volume discharged	\$1 per cubic metre
B3 Suspended solids	Payment based on the mass of suspended solids \$/kg	\$1 per kilogram
B4 Organic loading	Biochemical oxygen demand or chemical oxygen demand \$/kg	\$2per kilogram
B5 Nitrogen	Payment based on the defined form(s) of nitrogen \$/kg	\$14 per kilogram
B6 Phosphorus	Payment based on the defined form(s) of phosphorus \$/kg	\$22 per kilogram
B7 Sodium	Payment based on the defined form(s) of sodium \$/kg	\$1 per kilogram
C1 Tankered waste	Set as a fee(s) per tanker load, or as a fee(s) per cubic metre, dependent on trade waste category	\$102 per cubic metre

Corridor Access

Category	Description	2026/27 Incl. GST
Corridor Access	Minor Corridor Access Request (CAR)	\$199
	Major CAR/Project	\$443
	CAR with TMP (12 months) and generic	\$1,106
	TMP third submission fee	\$553
	Work Access Permit (WAP) extension	\$83
	CAR/WAP warranty close off	\$56
	Temporary Road Closure	\$443
Corridor Access Enforcement	Non notification fee	\$387
	Issue Stop work notice	\$1,658
	Non-conformance notice	\$830
Corridor Access Staff Fees	TTM auditors per hour	\$138
	Corridor officer per hour	\$128
	Engineer per hour	\$205
	Travel costs per km	\$1.23
Permits	Generic Overweight Permit	\$110
	Individual Overweight Permit	\$110
	Vehicle Crossing Application	\$249
No Spraying Fees	Install 2 pegs	\$66
	Install additional pegs (per peg)	\$28
Infringement / Fines	Damage to road reserve	Actual cost
	Damage to road corridor infrastructure	Actual cost
	Trimming of encroaching vegetation	Actual cost
	Tipping of waste within the road corridor	\$2,764

Community Rental Fees

(all amounts include GST)

Description	Cost	Cost Community/ Charity Rate	Bond
BBQ Trailer	\$178 per day	No charge	\$355
Gas Bottle refill	\$54 per fill	\$54 per fill	\$30
Gazebo 3m x 3m	\$71 per day	No charge	\$355
Hydration Station	No charge	No charge	\$355
Play Trailer	\$118 per day	No charge	\$355
Event Minimisation Signage set	\$118 per day	No charge	\$237
Other Event Signage	\$6 per sign	\$2 per sign	\$118
Signage Poles, Fairy Lights, Litter pickers, Bunting, Waratahs, Pigtales	\$2 per item per day	No charge	\$24 per item
Play gear	\$6 per day per game	No charge	\$60 per item

Outdoor Swimming Complex

	2026/27 incl. GST
Entry fee adult/child - per person	Free
School groups - per child per season (schools are responsible for lifeguard arrangements and associated costs)	Free

Official Information Request charges

(requests under the Local Government Official Information and Meetings Act (LGOIMA) 1987)

	2026/27 Incl. GST
Staff time (in excess of one hour)	\$68 per half hour or part thereof

Services not listed in this schedule

	2026/27 incl. GST
For any services provided not listed elsewhere in this schedule	\$264 per hour

DRAFT

Events Centre

NB All amounts include GST

		Hurunui o rangi meeting room	Maungaraki meeting room	Taratahi Auditorium	Te Mahau Foyer	Civic Plaza	Ron Wakelin Plunket rooms	Diva Rooms	Rangatahi Hub	Library
Commercial Rates										
Full day (8.30am–5pm OR 5pm–12am)	26/27	\$443	\$443	\$927	\$443	\$299	\$299	\$299	\$443	\$299
Half day (4 hr)	26/27	\$221	\$221	\$464	\$221	\$149	\$149	\$149	\$221	149
Entire venue full day (8.30am–5pm OR 5pm–12am)	26/27	\$2,263								
Community Rates										
Full day (8.30am–5pm OR 5pm–12am)	26/27	\$175	\$175	\$350	\$175	\$119	\$119	\$119	\$175	\$119
Half day (4 Hr)	26/27	\$88	\$88	\$175	\$88	\$60	\$60	\$60	\$88	\$60
Per hour	26/27	\$23	\$23	\$44	\$23	\$15	\$15	\$15	\$23	\$15
Staff rates (commercial/community)										
After-hours function (per staff member)	26/27	\$43 per hour								
FOH Staff	26/27	\$33 per hour								
Pack-in/out assistance (per staff member)	26/27	\$38 per hour								
Bar Manager	26/27	\$59 per hour								

Commercial Rates – equipment

		Hurunui o rangi meeting room	Maungaraki meeting room	Taratahi Auditorium	Te Mahau Foyer	Civic Plaza	Ron Wakelin Plunket rooms	Diva Rooms	Rangatahi Hub	Library
Social Event Bond (repayable)	26/27 26/27 26/27 26/27	\$175	\$175	\$350	\$175				\$175	\$175
Pack in/rehearsal (full day rate)				\$464						
Seating block - to erect and dismantle				\$2,318						
Easy lift scaffold				\$35						

	2026/27
Staging and set-up	POA
Lighting	POA
Sound System	POA
AV	POA
Exclusive use of kitchen	\$175
Tea and coffee facilities	\$3 per person
Flip Chart	\$26
Piano	Tuning at hirer's cost
WIFI	No charge
Electronic White board	No charge
Round tables	\$26
Round tablecloths	\$19
Social functions cleaning fee	\$345
Foyer Plinths (for sale of goods)	\$36 per day / \$206 per week

Community Rates – equipment										
		Hurunui o rangi meeting room	Maungaraki meeting room	Taratahi Auditorium	Te Mahau Foyer	Civic Plaza	Ron Wakelin Plunket rooms	Divya Rooms	Rangatahi Hub	Library
Social Event Bond (repayable)	26/27	\$175	\$175	\$350	\$175				\$175	\$175
Pack in/rehearsal (full day rate)	26/27			\$175						
Seating block – to erect and dismantle	26/27			\$2,060						
Easy lift scaffold	26/27			\$26						

	2026/27
Staging and set-up	POA
Lighting	POA
Sound System	POA
AV	POA
Exclusive use of kitchen	\$88
Tea and coffee facilities	\$2.60 per person
Flip Chart	\$19
Piano	Tuning at hirer’s cost
WIFI	No charge
Electronic White board	No charge
Round tables	\$26
Round tablecloths	\$19
Social functions cleaning fee	\$345
Foyer Plinths (for community initiatives or information)	No charge

Carterton District Council

Te Kaunihera-ā-rohe o Taratahi

Administration office hours:

9am to 4pm weekdays
closed on Public Holidays

After hours:

Call us on 06 379 4430

Report an issue:

cdc.govt.nz/service-request





8.4 WAIRARAPA EMERGENCY MANAGEMENT CAPABILITY STRATEGY 2025-2030

1. PURPOSE

For the Council to adopt the Wairarapa Emergency Management (EM) Capability Strategy 2025-2030.

2. SIGNIFICANCE

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

3. BACKGROUND

In June 2025, South Wairarapa, Carterton and Masterton District Councils agreed to expand the shared Emergency Operations Centre (EOC) model used during an Emergency Management (EM) response to establish a shared, enduring, and dedicated EM capability across Wairarapa. The development of the model led by a Regional EM Manager was driven off the success of the Wairarapa Recovery Office (WRO) and its ability to deliver strong outcomes with a dedicated and focussed resource.

The EM Office commenced on 1 July with Regional Manager Simon Taylor working with senior managers responsible for EM within each council to document the strategy, risk, and policy guidelines for the EM Office.

4. WAIRARAPA EMERGENCY MANAGEMENT CAPABILITY STRATEGY

4.1 STRATEGY OVERVIEW

With a vision of “a resilient Wairarapa where councils, iwi, communities, and partners work together to prepare for, respond to, and recover from hazard or disaster events”, the 5year Strategy for EM capability across Wairarapa has been developed to align with the Wellington Region EM Group Strategy, proposed changes to the EM Bill (No.2), and using the CDEM Act 2002 and subsequent amendments as the baseline.

The Strategy is designed as an internal operating policy that provides guidance to councils to:

- Deliver EM objectives effectively with a focused team
- Coordinate EM response and recovery on behalf of the three councils
- Improve efficiency and avoid duplication
- Create consistency in planning, systems, and service delivery
- Pool expertise and resources across three councils to resource the EOC and ongoing Local Controller duties

- Strengthen and consolidate relationships with iwi, lifeline utilities, emergency services, and central government
- Build resilience and long-term sustainability

4.2 STRATEGIC GOALS

The strategic goals of the Strategy by 2030 are:

- Lift council capability from Level 2 (Base) to Level 4 (Managed)
- Have a sustainable workforce strategy
- Deliver consistent policy and planning across the region
- Operate a shared Common Operating Picture with strong ICT interoperability
- Embed emergency management into business-as-usual council functions

Priority focus areas are confirmed as follows:

Category	Initiatives	Actions	Outcomes by 2030
Understanding EM Risk, Assurance & Improvement	<ul style="list-style-type: none"> • Develop a comprehensive regional risk profile • Implement an assurance and continuous improvement programme 	<ul style="list-style-type: none"> • Hazard, risk, and vulnerability assessment (HRVA) updated regularly • Establish a monitoring and assurance framework reporting to CEs and elected members • Annual self-assessment against the national capability framework • Implement lessons management following events and exercises 	<ul style="list-style-type: none"> • Comprehensive and regularly updated risk landscape • Formalised assurance and improvement programme • Demonstrated year-on-year improvement in capability
Strategic Planning	<ul style="list-style-type: none"> • Develop a workforce strategy for emergency management • Build regional expertise through CIMS specialist roles • Enhance situational awareness with a Common Operating Picture • Deliver an ICT strategy that ensures interoperability with partners 	<ul style="list-style-type: none"> • Workforce plan covering training, secondments, volunteers, iwi partnerships • CIMS Centres of Excellence for controllers, logistics, planning, and public information • Develop and deploy a regional digital COP integrating GIS, dashboards, and real-time feeds • ICT roadmap ensuring alignment with councils, WREMO, and national systems 	<ul style="list-style-type: none"> • Sustainable and skilled EM workforce across Wai3C • Recognised regional CIMS specialist capability • COP in place and used for events, exercises, and BAU monitoring • Future-proof ICT supporting interoperability and resilience
Policy & Operational	<ul style="list-style-type: none"> • Embed resilience and reduction activities across council operations 	<ul style="list-style-type: none"> • Redefine WREMO's regional priorities in the Wairarapa context 	<ul style="list-style-type: none"> • Reduction and resilience activities embedded into BAU council policies

Category	Initiatives	Actions	Outcomes by 2030
	<ul style="list-style-type: none"> • Improve alignment of council policies with EM principles • Strengthen partnerships with iwi, lifeline utilities, and community groups 	<ul style="list-style-type: none"> • Establish a Wai3C EM Policy Panel to align district planning, asset management, and infrastructure strategies • Annual regional EM work programme agreed with stakeholders • Expand and strengthen community and iwi partnerships 	<ul style="list-style-type: none"> • Strong alignment across three councils’ planning frameworks • Active partnerships delivering shared resilience outcomes

Immediate work programmes are:

1. People development and upskilling council employees into EM/EOC roles
Develop appropriate Iwi/Hapu partnership models
2. Develop a comprehensive regional risk profile, and undertake a hazard, risk, and vulnerability assessment (HRVA).
3. Reduction and resilience activities embedded into BAU council activities.

The draft Strategy was agreed by senior council managers responsible for EM in December 2025, and recommended for Council’s adoption by the Risk & Assurance Committee in March 2026 (**Attachment 1 – Wairarapa Emergency Management Capability Strategy 2025-2030**).

5. CONSIDERATIONS

5.1 Climate change

The increasing frequency of severe weather events due to climate change means we are more likely to experience environmental events such as flooding. Many EM mitigations and activities seek to address or reduce anticipated climate impacts and support adaptation strategies.

5.2 Tāngata whenua

A key focus of the Strategy will be to expand and strengthen community and iwi partnerships. An implementation plan will focus on identifying Māori and iwi partners to develop partnership agreements and shared resilience projects. General EM activities include engagement with tāngata whenua through the EOC Pou Māori roles, and CDC Māori Liaison Team. Mana whenua representatives participate in the Wellington CDEM Group governance.

5.3 Financial impact

There are no budgetary decisions required in this report.

5.4 Community Engagement requirements

The Strategy specifically relates to increasing councils’ internal capability and capacity in EM delivery therefore no community engagement is required in relation to this decision.

5.5 Risks

The report updates the Committee on activities and mitigations outlined in the Council's Risk Register.

5.6 Community Wellbeings

Effective EM supports the following community wellbeing outcomes:

Social

- A strong and effective council providing trusted leadership
- A caring community that is safe, healthy, happy and connected
- Fit for purpose public facilities, spaces, parks and rural reserves

Cultural

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

Environmental

- A safe and resilient water supply, and 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

6. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Adopts** the Wairarapa Emergency Management Capability Strategy 2025-2030.
3. **Notes** that South Wairarapa and Masterton District Councils will consider the adoption of the Strategy at their next Ordinary Council Meetings.

File Number: 510885

Author: Geri Brooking, Group Manager People and Corporate

Attachments: 1. Wairarapa EM Capability Strategy 2025-2030 [↓](#)

2025

Emergency Management Wairarapa

CAPABILITY STRATEGY 2025-2030

SIMON TAYLOR, EMERGENCY MANAGEMENT WAIRARAPA

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Emergency Management Wairarapa Strategy 2025–2030

1. Executive Summary

Emergency Management Wairarapa (“Wai3C”) was established by South Wairarapa, Carterton and Masterton District Councils in July 2025 to strengthen and enhance the emergency management capability of the three district councils in the Wairarapa. Currently, each council self-assesses at Level 2 (base) under the national emergency management capability framework. Over the next five years, this strategy sets out how Wai3C will move to Level 4 (managed) creating a more resilient, coordinated, and capable emergency management system for the Wairarapa.

This strategy is structured around three key focus areas:

1. **Understanding our Risk, Providing Assurance & Continual Improvement**
2. **Strategic Workforce Planning**
3. **Policy & Operations – Turning Strategy into Action**

The vision is defined as:

“A resilient Wairarapa where councils, iwi, communities, and partners work together to prepare for, respond to, and recover from hazard or crisis events.”

2. Context and Rationale

Current Situation

The Wairarapa region is exposed to a wide range of hazards including earthquakes, floods, drought, severe storms, and climate change-related risks. Each district within the region faces additional vulnerability from rural isolation, infrastructure interdependence, and reliance on external contractors and suppliers. Currently, staff across the three councils are at different learning and capability levels.

While there is commitment to improving emergency management, resources are limited, emergency management policy development is inconsistent or non-existent, and resilience activities are not well coordinated between council and the Wellington Region Emergency Management Office (WREMO) who deliver a broad range of resilient training programs across the Wellington region.

Why Emergency Management Wairarapa?

The establishment of Emergency Management Wairarapa provides an opportunity to:

- Pool expertise and resources across three councils to resource the Emergency Operations Centre and ongoing Local Controller duties.
- Create consistency in planning, systems, and service delivery
- Improve efficiency and avoid duplication
- Strengthen and consolidate relationships with iwi, lifeline utilities, emergency services, and central government.
- Build resilience and long-term sustainability
- Deliver emergency management objectives effectively with a focused team.
- Coordinate Emergency Management response and recovery on behalf of the three councils.
- Represent councils at EM regional and national forums.
- Coordinate responses to bills and other emergency management submissions.
- Represent councils at the Local Government Emergency Management Collective,

Legislative Framework

This strategy sits within the obligations of the **Civil Defence Emergency Management Act 2002**, the **Civil Defence Emergency Management Amendment Act 2016**, **COVID-19 Related Change (May 2020)**, the **National Disaster Resilience Strategy 2019-2029 (10 April 2019)**, and expectations under the **Wellington Region CDEM Group Strategy 2025-2035 & WREMO Annual Plan 2025-2026**.

At the time of writing, the CDEM Act 2002 is being revised by a new Emergency Management Bill introduced to the house on 9 December 2025 to modernize the framework, improve coordination and provide for a whole society approach to emergency management. Key changes include clarifying roles and accountabilities, providing more flexibility through a new regulatory framework for the 4 Rs (reduction, readiness, response, and recovery), strengthening and clarifying community and iwi Māori involvement, and expanding power for essential infrastructure providers. The new bill aims to implement recommendations from past reviews and to enhance New Zealand's emergency management system. The bill is expected to be passed sometime in 2026, and this document has endeavored to incorporate key aspects to ensure we can enhance the existing emergency management system and can deliver to future expectations.

3. Strategic Direction

Vision

A resilient Wairarapa where councils, iwi, communities, and partners work together to prepare for, respond to, and recover from hazard or disaster events.

Guiding Principles

- **Collaboration** – work together across council, community, and partners
- **Resilience** – embed reduction and preparedness into all we do
- **Continuous Improvement** – learn from events and adapt
- **Inclusion** – recognise the role of iwi, community, and volunteers.
- **Sustainability** – build enduring systems, capability, and capacity

Strategic Goals

By 2030, Wai3C will:

- **Embed** a consolidated emergency risk management profile for Wairarapa into each council's risk register.
- **Embed** emergency management risk into business-as-usual council functions
- Have a **sustainable workforce planning strategy** for each council
- Deliver **consistent policy and planning across the Wairarapa region**
- Operate a shared **Common Operating Picture with strong ICT interoperability**

Through these outcomes, we will be able to lift council capability from **Level 2 (Base)** to **Level 4 (Managed)** by 2030.

4. Goals

Goal 1: Understanding our Risk, Providing Assurance & Continuous Improvement

Objectives:

- Develop a regional risk profile
- Implement an assurance and continuous improvement programme.

Key Actions:

- Hazard, risk, and vulnerability assessment (HRVA) updated regularly
- Establish a monitoring and assurance framework for reporting to councils
- Annual or agreed timeframe for self-assessment against the national capability framework or similar framework adopted by WREMO
- Implement lessons learned discipline following each event and exercise

Outcomes by 2030:

- Comprehensive and regularly updated risk landscape
- Formalised assurance and improvement programme
- Demonstrated year-on-year improvement in capability

Goal 2: Strategic Workforce Planning

Objectives:

- In conjunction with council HR managers, develop a Wairarapa region emergency management workforce strategy
- Build regional expertise through CIMS specialist roles
- Enhance situational awareness with a Common Operating Picture (COP)
- Deliver an ICT strategy that ensures interoperability with partners

Key Actions:

- Workforce plan covering training, secondments, volunteers, iwi partnerships
- CIMS Centres of Excellence for each CIMS function
- Develop and deploy a regional digital COP integrating GIS, dashboards, and real-time feeds
- ICT roadmap ensuring alignment with councils, council partners, WREMO, and national systems

Outcomes by 2030:

- Sustainable and skilled EM workforce across Wai3C
- Recognised regional CIMS specialist capability
- COP in place and used for events, exercises, and BAU monitoring
- Future-proof ICT supporting interoperability and resilience

Goal 3: Policy & Operations – Turning Strategy into Action

Objectives:

- Embed resilience and reduction activities across council operations
- Improve alignment of council policies with EM principles
- Strengthen partnerships with iwi, lifeline utilities, and community groups

Key Actions:

- Redefine and align WREMO's regional priorities with a Wairarapa context
- Establish a Wai3C EM Policy Panel to align district planning, asset management, and infrastructure strategies at a minimum
- Annual regional EM work programme agreed with stakeholders
- Expand and strengthen community and iwi partnerships

Outcomes by 2030:

- Reduction and resilience activities embedded into BAU council policies
- Strong alignment across three councils of emergency management into planning frameworks
- Active partnerships delivering shared resilience outcomes

5. Implementation Roadmap

Year 1 (2025/26):

- Establish baseline for emergency management risk reporting of Wairarapa risks into each council
- Establish baseline and workforce strategy
- Commence HRVA and assurance framework
- Early ICT and COP design

Years 2–3 (2026–28):

- Emergency management risks for Wairarapa embedded into council
- Workforce strategy implemented
- CIMS specialist roles developed
- COP developed, tested and deployed
- Emergency Management ICT roadmap in place

Years 4–5 (2028–30):

- Policy alignment embedded
- Continuous improvement cycle operational
- Demonstrated maturity uplift to Level 4 (Managed)

6. Measuring Success

Wai3C will measure success through:

- Annual capability self-assessments (target uplift to Level 4 by 2030)
- KPIs (e.g., staff trained, COP usage, policy alignment, partner engagement)
- Existing community preparedness surveys, whether through council or WREMO
- Regular reviews and reporting to council governance

7. Governance and Resourcing

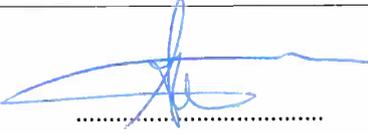
- **Governance:** Oversight by Wai3C Chief Executives and Mayors, reporting to councils and WREMO (Wellington Region Emergency Management Office).
- **Operational Delivery:** Wai3C Emergency Management Office, led by an EM Manager actively working across the three councils
- **Funding:** Shared council contributions, external grants, and potential NEMA co-investment

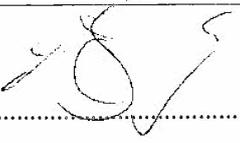
- **Accountability:** Regular reporting to CEs, elected members, and regional partners

8. Conclusion

This strategy sets a clear pathway for the Wai3C councils to move from base-level emergency management to a managed, sustainable, and resilient system. By investing time and focus on people, systems, and partnerships, Wai3C will deliver a stronger emergency management capability, better prepared communities, and a more resilient future for Wairarapa.

Approved

Stefan Corbett Group Manager Corporate Services South Wairarapa District Council	 Date <u>17/12/25</u>
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Geri Brooking Group Manager People & Corporate Carterton District Council	 Date <u>17/12/2025</u>
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Corin Haines General Manager Community Masterton District Council	 Date <u>17 Dec 2025</u>
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9. Appendix

The following provides more depth on considering the ‘how’ to move from strategy to work programs for each focus area. They are not considered complete but to provide an outline of the approach to meeting the objectives under the strategy.

App 1: Goal 1 – Understanding our Risk, providing assurance & continuous improvement

Risk

Risk is the possibility that an event or action will negatively affect a council’s ability to achieve its strategic, financial, operational or compliance objectives. Within emergency management this includes council obligation under the CDEM Act 2002.

Through identifying, assessing, and treating the risk, it is expected the risk will be mitigated to minimise potential harm or loss, or accepted in current form. Emergency management will use established risk registers and associated processes within councils to raise, monitor, and close risks, bringing new and amended risks to council during the regular A&R cycles.

As emergency management is a shared responsibility, consideration will be given to whether the risk originates from within or outside a council territory, across the Wairarapa in general or from outside of the Wairarapa. An example could be a road closure of a State Highway or extreme weather event that results in infrastructure failures across the region.

Within each council there is an opportunity to incorporate and embed a Wairarapa wide risk framework to provide visibility of emergency management risks for councils, whether the risk is direct or indirect. This is expected to provide additional input into funding decisions during the planning process. The risk landscape will include input from lifelines operating in the Wairarapa, council’s own risks and the impact on welfare services following an extreme event causing extended isolation periods.

Assurance

Developing the capability to evaluate the effectiveness of systems in place to manage identified emergency management risks or risks that could impact emergency management.

This will be a consistent process across Wai3C councils whether managed by Emergency Management Wairarapa (EM_Wai) or the councils themselves.

Continuous Improvement

Through the development of robust risk management capabilities and assurance competencies, EM_Wai will embed ongoing, systematic approach to enhancing the

efficiency and effectiveness of EM_Wai and emergency management processes into council emergency management practices.

Responsible Parties

Lead EM_Wai Manager

Supporting Role: EM GM's, WREMO, Community/Iwi/Hapu Partners

Timeline:

0-1 years: Establish a baseline across councils for emergency management risk reporting

Agree continuous improvement and assurance metrics across council's

2-3 years: Emergency Management risk embedded into council's operations

Embed continuous improvement and assurance processes into council's.

App 2: Goal 2 – Strategic Workforce Planning

Workforce Planning

Introduction

Since the introduction of WREMO in 2012, the impact of extreme events has increased, demanding more time and commitment from councils and council employees to respond to obligations under the CDEM Act 2002 and subsequent legislative amendments and updates.

Current workforce planning is fragmented, leading to inefficiencies and capability gaps, particularly when dealing with a constantly changing workforce and the need to introduce inexperienced staff into emergency management on a regular basis.

The purpose is to establish a strategic approach to workforce planning across councils to ensure resilience, compliance, and better understanding of the capability of the existing and future workforce to meet the needs of an activated Emergency Operations Centre (EOC) and to maintain effective training between events.

Background and Rationale

Since the CDEM Act 2002, there have been legislative amendments requiring additional effort from councils to comply. Recent extreme weather events have also put a focus on the effectiveness of the current emergency management framework to deliver its obligations under the act, and this has resulted in subsequent governments looking to make significant changes to reflect current thinking. A new Emergency Management Bill has been introduced to the house with expectation that it will be passed during 2026.

Within the Wairarapa, Wai3C developed a concept of operations with Greater Wellington Regional Council to resource a shared Emergency Operations Centre, and through WREMO to align staff training provided to other WREMO councils to develop consistency when working under the CIMS model. Through EM_Wai we are looking to develop a consistent regional approach to risk reduction, response, recovery and resilience for both council and community.

Guiding principles

Pre-identification of EOC Resource

Each council will identify appropriately trained personnel and assets for the EOC before an event.

Continuity of Core Functions

Resources for legislative and essential services outside of the EOC will be earmarked to maintain legislative obligations during emergency events.

Integrated Training and Career Development

Emergency management competencies are embedded into career development plans and tracked by the respective council.

Dynamic Resource Allocation

EOC staffing levels adjusted based on event scale and physical constraints.
There will be a core group required to maintain the EOC and an element of 'surge staff' who can be pulled in during larger and more complex activations.

Strategic Workforce Planning Framework

1. Workforce Mapping
Identify critical roles, skills, and surge capacity needs.
2. Shared Resource Pool
Develop a cross-council database of trained personnel.
3. Training and Development
Standardise emergency management training across councils.
4. Succession Planning
Build resilience through career pathways and leadership development.
5. Scalability
Plans adaptable to different event sizes and EOC constraints.

Implementation Roadmap

- Phase 1: Establish governance and working group.
- Phase 2: Conduct workforce audit and gap analysis.
- Phase 3: Develop shared training program and resource database.
- Phase 4: Test and refine through exercises and real events.

Benefits and Outcomes

- Enhanced interoperability and coordination.
- Reduced duplication and improved efficiency.
- Increased confidence in emergency response capability.
- Compliance with legislative requirements.

Risks and Mitigation

Resistance to change → Mitigation: stakeholder engagement and clear communication.
Resource constraints → Mitigation: phased implementation and shared resource models.

Recommended approach

- Formal adoption of guiding principles by all councils.
- Establishment of a joint workforce planning committee.
- Integration of emergency management training into HR frameworks.

Output

- Workforce planning templates (Wai3C)
- Training curriculum outline (WREMO)
- EOC training pathway for staff to work in Wairarapa EOC
- example below

Example: Training pathway for council staff to work in EOC (bold border)

Level	Foundation	Intermediate Basics	Intermediate Function	Intermediate Advanced	Specialised	Training (in 12-month period)		Exercise (in 12-month period)	EOC Qualified
Introduction to EOC									
Intro to EM (all non EOC staff)	Yes								No
Training required to work in EOC									
Function Desk	Yes	Yes	Yes			Two	Or	One	Yes
Function Manager	Yes	Yes	Yes	Yes		Two	Or	One	Yes
Controller	Yes	Yes	Yes	Yes	Yes	Two	Or	One	Yes

Example of annual training to retain ability to work in EOC

Level	Foundation	Intermediate Basics	Intermediate Function	Intermediate Advanced	Specialised	Training (in 12-month period)		Exercise (in 12-month period)	EOC Qualified
Function Desk						One	and	One	Yes
Function Manager						One	and	One	Yes
Controller						One	and	One	Yes

EM_Wai should be able to successfully resource the EOC for 14 days with rostered shifts by 2030. To achieve this, EM_Wai may need to consider different shift lengths (8 to 12 hours, rostering teams have time off between shifts and more use of dedicated and surge staffing).

EM_Wai also needs to consider being able to accommodate workers from other councils who may be called in to support. This will need to be practiced.

EOC Training and Exercise – Change Required

Immediate Change – Exercise and Training schedule

As part of this paper EM_Wai is implementing an immediate change to the structure of exercises.

From 1 July 2025, in addition to the full day bi-annual exercises, EM_Wai is intending to implement the following exercise training regime to support those who have gone through the formal workshop training with an ability to practice what they have learnt in a focused training session before being qualified to work in an EOC, whether in an exercise or live event.

Council Full Day (May)	Council ½ Day (Aug)	Regional Full Day (Nov)	Council ½ Day (Feb/Mar)
8 hours	4 hours	8 hours	4 hours

Benefits

- Reduce the number of people required for an exercise by at least half, easing the burden on day-to-day council activity
- Enables Councils to practice their own BCP on training days to reflect reduced staff available
- The working environment in the EOC exercise is more conducive to learning and practicing
- Half Day Training days are more focused on the needs of the individual to become an active member of a function desk
- Able to run half day training across all CIMS functions, developing training that encourages function interaction
- Able to use function desk managers and their more skilled team members to ‘mentor’ candidates for function desks
- Able to use output from real events or completed exercise events to help develop the half day training to make it relevant and realistic
- Supports retention of information as learning is in concentrated sessions
- Practicable application of theory-based learning activities provided by WREMO

Issues

- Fewer opportunities for staff to achieve EOC entry status
- Does not overcome the biggest problem of how to log into WREM.NZ and find the function folders

- Relies on taking prescribed ½ and full training or exercise days per year to remain relevant with EOC knowledge
- Removes the one-hour training sessions run either monthly or twice monthly by the WREMO EM Advisor.

A key issue for staff working in the EOC has been:

1. their ability to log into WREM.NZ from their council device.
2. find their way around the function folders.
3. understand which forms and templates to use and when.
4. where to store information, and,
5. how to use the event and function logs.

In addition, we will soon be adding other technology to that already being used.

Proposal

Monthly 10-minute quiz for all staff identified to work in the EOC to:

1. Sign into WREM.NZ successfully
2. Go to a specific folder
3. Read a preselected section in a document
4. Answer at least 3 questions
5. Submit their answers
6. There will be an option to redo the quiz three times to get it right before submitting.
7. Have it evaluated as part of EOC training.

Benefits

1. This is not a pass/fail exercise, it is about learning and improving
2. Able to better identify those unable to log into WREM.NZ well before an exercise or live event.
3. Text will be relevant to own learning journey into a function desk
4. Engagement can be tracked and passed to HR for review.
5. For those with compatible HR learning systems, results can be tracked by the council

Intent is for staff to want to work in the EOC and to self-complete or maintain their EOC training. By recording their emergency management results, this acknowledges emergency management as a critical delivery for council, like roading or water, and should be treated seriously.

Responsible Parties

Lead: Council HR Managers

Supporting Roles: Wai3C EM Manager, EM GM's, WREMO

Timeline

1-2 years	Developing workforce strategy and embedding
3-5 years	Executing against workforce strategy.

App 3: Goal 3 – Policy & Operations – Turning Strategy into Action

Objectives

- Embed resilience and reduction activities across council operations
- Improve alignment of council policies with EM framework
- Strengthen partnerships with iwi, lifeline utilities, and community groups

Redefine WREMO’s regional priorities in the Wairarapa context

Purpose & Link to Objectives: Ensure regional priorities reflect local risks and community needs.

Implementation Steps

- Review current WREMO priorities and identify gaps for Wairarapa.
- Engage with local councils and iwi/hapu to validate priorities.
- Update regional strategy documents to reflect agreed priorities.

Responsible Parties

- Wai3C Governance Group
- Wai_EM Manager

Resources Required

- Staff time
- Stakeholder engagement budget
- Facilitation support

Timeline

- Short-term (Years 1–2) Review and update priorities
- Medium-term (Years 3–5) Implement & monitor/review
- Long-term (By 2030) Continuous review for improvement.

Performance Indicators

- Updated regional priorities published by Year 2.
- Annual review of priorities completed and incorporated into Annual Planning each year from Year 2 and Long-Term Plan
- Stakeholder satisfaction with alignment of priorities initiated by Year 2 with key stakeholders

Risk & Mitigation

- Risk: Conflict of priorities
- Risk: Resistance to embedding EM frameworks into existing process

- Mitigation: Early engagement, transparent process, led from respective ELT
- Mitigation: Establish a Wai3C EM Policy Panel or participate in existing panel to align EM principles into district planning, asset management, and infrastructure strategies

Purpose & Link to Objectives

Embed EM principles into council planning frameworks.

Implementation Steps

- Form or engage into existing panel with representatives from three councils, iwi, and lifeline utilities.
- Develop terms of reference and governance structure.
- Schedule quarterly meetings and integrate outputs into planning cycles.

Responsible Parties

Lead: EM_Wai Manager
 Supporting: EM GM’s, WREMO, Community & Iwi/Hapu Partners

Resources Required

- Staff time
- meeting facilitation
- administrative support

Timeline

- Short-term (Years 1–2) Establish panel.
- Medium-term (Years 3–5) Integrate outputs.
- Long-term (By 2030) Maintain alignment.

Performance Indicators

- Panel operational by Year 2.
- At least 3 policy alignment recommendations adopted by Year 5.

Risk & Mitigation

Risk: Limited engagement

Mitigation: Clear benefits and shared ownership

Annual regional EM work programme agreed with stakeholders.

Purpose & Link to Objectives

- Coordinate EM activities across councils and partners.

Implementation Steps

- Draft annual work programme with input from councils and iwi.
- Conduct stakeholder workshops for feedback.
- Publish and monitor progress annually.

Responsible Parties

Lead: EM_Wai Manager
 Supporting: EM GM's, WREMO, Wai3C Governance Group

Resources Required

- Staff time
- Workshop facilitation
- Reporting tools

Timeline

- Short-term (Year 1) Develop first programme.
- Medium-term (Years 2–5) Annual updates.
- Long-term (By 2030) Embedded process.

Performance Indicators

- Annual programme published and reviewed.
- Stakeholder participation in workshops.

Risk & Mitigation

Risk: Lack of consensus
 Mitigation: Inclusive engagement and transparent decision-making
 Risk: Limited capacity of partners
 Mitigation: Provide support and co-design initiatives

Expand and strengthen community and iwi partnerships

Purpose & Link to Objectives

- Build resilience through active collaboration with communities and iwi.

Implementation Steps

- Identify key community and Iwi/Hapu partners.
- Develop partnership agreements and shared resilience projects.
- Monitor and report on partnership outcomes.

Responsible Parties

- Councils
- WREMO
- Community Groups
- Iwi Representatives

Resources Required

- Staff time
- Community engagement
- Budget
- Communication tools

Timeline

- Short-term (Years 1–2) Identify and engage partners
- Medium-term (Years 3–5) Implement projects
- Long-term (By 2030) Maintain and expand partnerships

Performance Indicators

- Number of partnership agreements signed
- Number of joint resilience projects delivered

App 4: List of EM_Wai engagements

Lens	Meeting	Frequency	In person/ Dial In	Participant Level	Comments
Wai3C Controller	ESCC	Quarterly	In Person	Senior EM in agencies	Managed by NZP/WREMO
Wai3C Controller	Wairarapa Controllers	Monthly 3rd Thu	In Person & Dial Up	Controllers and Group Controller	Organised by Local Controller
Wai3C Controller	Primary Local Controller Hui	Monthly 4th Tuesday	In person	Local Controller	Organised by Carrie Mckenzie
Wai3C Controller	Local Emergency Group Health (Tu Ora/PHO/GPs/Pharmacies)	Quarterly	In person	Senior participants in local health facilities	
Wai3C Controller	WREMO courses locally based	Monthly	In person	Intro Intermediate Advanced Function	Greeting and importance of EM
Wai3C Manager	Joint Committee	Quarterly	Online	Ad-hoc	
Wai3C Manager	CEG	Quarterly F/M/A/N	Online	Ad-hoc	
Wai3C Manager	Assurance & Risk MDC, CDC, SWDC	Quarterly 2nd Wed/Thu Feb/May/Aug/Nov	In person	Council	
Wai3C Manager	Local Government Emergency Management Collective (LGEMC)	Monthly 2nd Tuesday	In person	EM Manager at councils	Represent 3 councils
Wai3C Manager	LGEMC Operational Issues	Monthly (To be continued?)	Online	EM Manager at councils	
Wai3C Manager	Wairarapa Continuous Improvement & Assurance Review & Planning	Yearly	In person	EM at council	Organised by Mark Duncan
Wai3C Manager	4 Council Meeting (SWDC, CDC, MDC, GWRC)	Monthly	In person/online	Review EM Incl WREMO monthly reports	Conversion of existing meeting
Recovery Manager	Community Wellbeing Recovery Network (Mark Trüdinger)	Monthly	Teams	Recovery Practitioners	Best practice recovery (NZ/AU plus)

Lens	Meeting	Frequency	In person/ Dial In	Participant Level	Comments
Recovery Manager	Group Recovery Managers Network (Richard Ball Canterbury)	Fortnightly Friday	Teams	Group Recovery Managers plus others	For NZ based recovery practitioners to discuss current events, legislative changes, recovery training input plus other specialist discussion groups
Wai3C Controller	International Tsunami Risk & Readiness Forum	2 monthly 3rd Thursday	Teams	Resilience and Recovery Practitioners NZ & Oseas	
Wai3C Controller	Welfare Committee and Rural Advisory Gorup	Quarterly	In person	Liaison with 60+ agencies and partners across Wairarapa prior to event	Run by Wai3C Welfare Manager



8.5 INTRODUCTION OF THE 2027-2037 LONG-TERM PLAN PROJECT

1. PURPOSE

To introduce the project plan for the development of the Long-Term Plan 2027-37 (LTP) to the Council.

2. SIGNIFICANCE

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

3. BACKGROUND

Council is required to prepare and adopt an LTP under the Local Government Act 2002 (LGA). The LTP sets out the activities, budgets, Financial Strategy and key financial policies of the Council for the next 10 years and the Infrastructure Strategy for the next 30 years. The LTP is required to be updated every three years, with the last LTP being approved in 2024.

The LTP:

- describes the type of district our communities have told us they want – our community outcomes;
- identifies the key projects to take place over the next 10 years;
- provides an overview of each activity we will carry out and the services we will provide for the next 10 years;
- determines how much this will cost and how we will fund it.

We also prepare the LTP to give our community the opportunity to have their say on where we are heading and ensure our planning is robust. In completing the plan, we are required to do a number of things, including:

- take a sustainable development approach and promote community interests;
- carry out our business in a clear, transparent and accountable manner;
- operate in an efficient and effective manner, using sound business practices;
- take community into account views by offering clear information and the opportunity to present views;
- provide opportunities for Māori to contribute to decision making;
- collaborate and co-operate with other agencies and councils to achieve desired outcomes.

The LTP is a complex document covering all activities of Council, major strategic documents, financial policies, auditing and a large consultation component with the community.

Section 94 of the LGA requires the LTP to be audited by and contain a report from the Auditor-General. To deliver an LTP that achieves an unqualified audit opinion, it is critical for the Council to ensure that:

- LTP processes are robust;
- information contained in the LTP is materially complete and reliable;
- any risks associated with the LTP process are minimised;
- the LTP meets the requirements of all relevant legal requirements including those set out in the LGA.

In accordance with the LGA, the Council must have an LTP adopted before the beginning of the first year to which it relates – by 30 June 2027 for this plan. Council must utilise the Special Consultative Procedure under s83 of the LGA to consult with its community.

The recommended project timeline for the LTP is ideally 18months, and involves staff across the whole organisation, elected members and the community. A high-level overview of the 2027-37 LTP timeline is set out below.

4. DISCUSSION

A council workshop held in March introduced the 2027–2037 LTP process, outlining statutory requirements, elected members role, key changes since the 2024-2027 LTP, project management, Environmental Scan information, and key risks.

This LTP will be particularly complex, evolving, and iterative. The combination of a number of unique factors including the transfer of the council's water supply, wastewater and stormwater services to the regional Wairarapa Tararua Water entity, ongoing affordability pressures, and significant (and still changing) legislative reform, mean the council will have an extensive workload, and be required to make challenging decisions on future service levels.

4.1 Project Overview

The development of this LTP approach has been built on guidance from the Office of the Auditor-General (OAG) and Local Government Sector Network Organisation Taituarā. Lessons learned from the 2024-2027 LTP review have also been incorporated including strengthened project planning and management, appointment of dedicated project team roles, external training support, and improved quality assurance.

Project planning commenced in November 2025 with an internal Project Team commencing in February 2026. The project is broadly split into five phases to achieve the following key milestones:

- July-August 2026 - Community engagement
- December 2026 - Completion of draft LTP and Consultation documents
- February 2027 – Audit
- March-April 2027 – Community consultation and hearings
- June 2027 - Adoption of the final LTP document.



4.2 Key risks

The following key risks have been identified and will be actively managed through Project Team meetings, and governance oversight by the Risk and Assurance Committee. Regular project reporting will be provided to the council at Ordinary Meetings.

Description of LTP Risk	Actions/Mitigations
Legislative changes	<p>There is uncertainty around a number of government legislative changes, in particular, Resource Management Act (RMA), rate capping, and local government reorganisation.</p> <p>We are ensuring we stay up-to-date with current information on the reforms, and that we are ready to respond to any changes.</p>
Waters transition	<p>There is a risk that the workload required for the transition of waters to the new entity will impact staff ability to manage LTP commitments, in particular the Waters and Finance teams.</p> <p>Staff are supported by the Wairarapa Tararua Water (WTW) project team, and a part-time internal CDC Transition Manager has been appointed to lead the process. Administration support across the Executive Leadership Team has also been increased.</p> <p>Staff are recording time spent on transition activities with the Transition Manager and CE monitoring demands on staff workloads. Escalation to Council will be made should additional resources be required.</p> <p>Regular WTW updates will be made to Council to monitor transition progress.</p>
Failure to comply with all LTP statutory requirements	<p>A Quality Assurance (QA) Plan has been developed and Independent Quality Assurance Reviewers will be appointed across the financial and legislative requirements of the LTP.</p> <p>The Project Team will be responsible for carrying out interim QA checks against statutory requirements.</p>

	<p>External experts will also review legislative compliance of key documents and processes as required such as the Rating Review (if required) and Revenue & Financing Policy.</p>
<p>Project delivery deadlines not met</p>	<p>Increased resource capacity and timelines have been allowed for the project however this still represents a significant workload for staff related to the LTP, on top of BAU and Waters transition.</p> <p>The Project Team is meeting regularly, and has developed a timeline that ensures work will be completed within timeframes. We will monitor ourselves against the timeline regularly, and escalate any issues to Council.</p> <p>We will also engage external support as required for specific areas of the process, such as quality assurance, review of legislative compliance, and the rating review.</p> <p>Early engagement with Audit NZ ensures audit dates are aligned with Council timelines.</p>
<p>Quality of financial/non-financial information</p>	<p>Quality assurance is a vital part of developing an LTP and needs to be incorporated formally into our process. It is an ongoing process, not a task that is only done at the end. QA processes include:</p> <ul style="list-style-type: none"> • Review of information by members of the Project Team for accuracy, consistency, completeness, and reasonableness. • Implementation of a rates modelling tool. • External resources for key pieces of work, including a rating review and a legislative compliance review. • Review of AMPs by Audit NZ. • Review of the Consultation Document, underlying information, and LTP document by Audit NZ.

4.3 Environmental Scan

The March council workshop also included feedback from the Environmental Scan workshop held in February 2026.

An Environmental Scan is a non-statutory component of the LTP which provides an overview of the key issues, trends, and opportunities; and examines the factors influencing the District and its communities. The information assists Council to identify challenges, anticipate change, and plan effectively, and is intended to inform strategic thinking and decision-making, and guide preparation of the 2027-2037 LTP.



Councillors brainstorming exercise at Environmental Scan workshop Feb 2026

Councillors examined the factors facing the Council and concluded that Carterton District Council operates in an environment of significant uncertainty, driven by national reform, climate change, infrastructure pressures, and affordability concerns. While the Council is financially stable and benefits from strong community engagement, it faces increasing demand on ageing assets and a limited ratepayer base. Strategic prioritisation, strong advocacy, regional collaboration, and clear trade-offs will be required to balance affordability, resilience, and future growth.



Environmental factors influencing CDC



SWOT factors influencing CDC

4.4 Engagement and Consultation

The Special Consultative Procedure (SCP) is a formal, statutory consultation process prescribed by the LGA that councils must use when adopting or amending their LTP. Alongside formal consultation planned for March-April 2027, an early engagement campaign has been incorporated to socialise the proposed community outcome objectives and understand the community’s needs and aspirations. Engagement will include specific groups and sectors of the community including iwi and hapū.

5. NEXT STEPS

Councillors will begin a programme of workshops starting with Strategic Direction, Growth Projections and Significant Forecasting Assumptions on 22 April.

A report to the Risk and Assurance Committee on 6 May will introduce the LTP project outlining the specific role of the Committee members in the development and delivery of the LTP, the project plan, lessons learned from the 2024-2027 LTP review, and the management of risks.

6. CONSIDERATIONS

6.1 Climate change

Climate change will play a significant role in the development of the LTP through the prioritisation of investment in services and activities, how we manage risk and forecasting assumptions, and the review of asset management plans. A Climate Change workshop is scheduled for April 2026.

6.2 Tāngata whenua

An Engagement Strategy is being prepared, which will include specific consideration to how Council engages with tāngata whenua, mana whenua, hapū and hapori Māori during the LTP process.

6.3 Financial impact

Costs relating to the development of the plan, including consultation and audit requirements have been included within annual plan budgets. Additional resourcing and legal advice may be required to support specific components of the plan, or should unforeseen circumstances arise.

6.4 Community Engagement requirements

As noted above, an Engagement Strategy will be prepared by the Communications and Engagement Team. An Engagement and Consultation workshop is scheduled for May 2026.

6.5 Risks

Key risks have been discussed in section 4.2 and, together with a more extensive LTP Risk Register, will be reviewed by the Risk and Assurance Committee in May 2026.

6.6 Community Wellbeings

The development of the LTP will review the current community outcomes to ensure they reflect the community's needs and aspirations.

7. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Endorses** the project plan for the development of the Long-Term Plan 2027-2037.

File Number: 507308

Author: Geri Brooking, Group Manager People and Corporate

Attachments: Nil



8.6 DELEGATION TO CARTERTON DISTRICT COUNCIL'S REPRESENTATIVE ON THE STAKEHOLDER FORUM OF THE WAIRARAPA-TARARUA WATER SERVICES ORGANISATION

1. PURPOSE

This paper seeks Council's decision on delegated authority for Carterton District Council's appointment on the Stakeholder Forum for the new Wairarapa - Tararua Water Services Organisation (WSO).

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 Wairarapa Councils adopted their respective Water Services Delivery Plans (WSDP's) on 20 August 2025, and confirmed their commitment to establishing a regional water services organisation. The WSDP's from Carterton, Masterton, Tararua and South Wairarapa District Councils, along with a joint WSDP were submitted to the Department of Internal Affairs (DIA) on 29 August 2025 and have been approved.

The establishment of the Water Services Organisation (WSO) is now proceeding in two major stages – legal establishment (Stage 1) will be achieved by 30 March 2026, and the company will be operational, providing water services to the community by 1 July 2027 (Stage 2).

In September and October, the Councils completed the first milestone in the legal establishment of the company by agreeing to the company's Constitution and Shareholders' Agreement.

The Stakeholder Forum is part of the new governance arrangements for the water organisation. The Forum is being established to provide collective oversight of the company to ensure it achieves its objectives, enable Councils to exercise their rights and responsibilities as company shareholders, and enable Councils and iwi to work collaboratively together to achieve the benefits of the regional model.

4. DELEGATIONS FOR CDC'S REPRESENTATIVES ON THE STAKEHOLDER FORUM

The Stakeholders' Forum is the representative forum of the shareholders and iwi representatives. It was established to:

- Provide collective oversight of the company to ensure it achieves its objectives, which are set out in the company Constitution.
- Enable Councils to exercise their rights and responsibilities as company shareholders.

- Enable Councils and iwi to work collaboratively together to achieve the benefits of the regional model.

The Forum is made up of six representatives – one appointed by each Council and one by each iwi. Each appointing organisation can also appoint an alternate member, who can attend meetings in an observatory capacity but cannot vote unless they are attending in place of the appointed member. Each Council and iwi appoint their own representative and can remove and replace their representative at any time.

The Forum has the following main responsibilities:

- Appointment (and removal) of company Directors
- Development of the Statement of Expectations
- Monitoring the performance of the company against its objectives
- Where Shareholders have specific decision-making rights, making recommendations to Shareholders on proposals developed by the company Board.

At the Inaugural Council meeting held on 29 October 2025 Cr Brian Deller was appointed as CDC's representative on the Stakeholder Forum, with Cr Rachel Round as the alternate in case of Cr Deller's absence.

As the Council was newly-elected, the elected members deferred making a decision on the CDC representative's delegated authority.

Recruitment of Directors for the Wairarapa – Tararua Water Services entity has been underway since December 2025, led by the Stakeholder Forum members. Director recruitment was expected to conclude with appointments in March 2025.

In order to avoid delays in the Director appointment process, Councillors were asked to reconsider the question of delegating authority to CDC's representative to make Board appointments and set Director remuneration.

On 3 March 2026 Councillors were asked via email to vote on the following:

Providing delegated authority to Cr Deller / Cr Round to:

- *Make the Wairarapa – Tararua WSO Director appointments; and*
- *Set the Directors' Remuneration.*

Councillors unanimously agreed to these delegations. This paper is the formal ratification of the email delegation.

Authority to '*Develop and approve the three-yearly Statement of Expectations*' remains with Council.

The Statement of Expectations is expected to be brought to a Council workshop in April, before being considered by Council in June 2026.

5. CONSIDERATIONS

5.1 Strategic, Policy and Legislative Implications

There are no strategic, policy or legislative implications if Council had declined to approve the delegated authority of CDC's representatives on the Stakeholder Forum.

5.2 Significance, Engagement and Consultation

Not applicable.

5.3 Financial Considerations

There are no specific financial implications relating to the decision in this report.

5.4 Implications for Māori

Water and environmental wellbeing are key priorities for mana whenua and the wider Māori community.

Rangitāne tu mai ra Trust and Ngāti Kahungunu ki Wairarapa Tāmaki nui-a-Rua Settlement Trust are represented on the Stakeholder's Forum.

5.6 Communications/Engagement Plan

Not applicable.

5.7 Environmental/Climate Change Impact and Considerations

There are no climate change impacts as a result of the decisions sought in this report.

6. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Notes** that Carterton District Council agreed by an email vote on 3 March 2026 to extend the delegated authority to the CDC representative on the Stakeholder Forum of the Wairarapa – Tararua Water Services Organisation, or the alternative representative if required, to:
 - (a) Approve director recruitment, appointment and removal (if required); and
 - (b) Approve the remuneration of the directors of the Company.

File Number: 508674

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 February 2026 to 17 March 2026.

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 does not 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 February 2026 to 17 March 2026, and those requests open at the time of the previous report (10 December 2025).

As of 17 March 2026, there are no open requests.

For the year 2023 there were a total of 98 requests received.

The table below shows total numbers of requests received from the year 2024 to 17 March 2026.

Number of requests received 2024-2026			
	2024	2025	2026
January	4	0	12
February	7	7	6
March	5	5	3
April	7	7	
May	7	5	
June	0	6	
July	3	2	
August	3	12	
September	9	6	
October	5	7	
November	5	6	
December	1	5	
Total	56	68	21

5. OMBUDSMAN

There have been no complaints to the Ombudsman.

6. RECOMMENDATION

That the Council:

1. **Receives** the report.

File Number: 508899

Author: Serah Pettigrew, Democratic Services Officer

Attachments: 1. LGOIMA Requests from 2 February 2026 to 17 March 2026 [↓](#)

LGOIMA: 18 February 2026 – 17 March 2026

Requests received	Responses to requests	Requests resulting in a complaint to ombudsman	Average number of working days to respond
21	21	0	17.28

Date Received	Organisation	Subject	Working Days to respond
20/01/2026	NZ Taxpayers Union	The Taxpayers' Union is in the process of preparing the 2026 Ratepayers' Report for the 2024/25 financial year. This is request number 1 of 3. 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 2024/25 and 2025/26 Financial Year: 1. Average residential rates • The average (mean) residential costs of rates and other Council charges, where average residential costs = (A + B) / C. Please ensure that the figures used (A, B, and C) are disclosed in the response, where: • A is the total of all rates (general and targeted) charged by the Council to residential rating units (inclusive GST); • B is the total amount of user charges or levies applicable to residential rating units (for example charges relating to metered water, infrastructure contributions, refuse collection, fire protection etc.); and • C is the number of residential rating units (however defined by the Council) within the Council's district or city. If the Council does not have a classification for residential, please use the closest definition (such as urban). • Please do not include Council charges that are not part of the rates demand (for example retail sales of Council rubbish bags). • If possible, the median residential rates payment (inclusive GST) by residential units. Please include all residential rates in this calculation, regardless of location, as we are aiming to compare residential rating units (i.e. non-income producing) to non-residential (commercial/rural, income-producing). • 2. Average non-residential rates • The average non-residential costs of rates and other Council charges, where average non-residential costs = (X + Y) / Z. Please ensure that the figures used (X, Y, and Z) are disclosed in the response, where: • X is the total of all rates (general and targeted) (inclusive GST) charged by the Council to rating units except those defined as residential*; • Y is the total amount of user charges or levies applicable to rating units except those defined as residential* (for example, charges related to metered water, infrastructure contributions, refuse collection, fire protection etc); and • Z is the number of rating units except those defined as residential* (however defined by the Council) within the Council's district or city. If the Council does not have a classification for non-residential, please use the closest definition (such as commercial). • Please do not include Council charges that are not part of the rates demand (for example, retail sales of Council rubbish bags). If possible, the median (inclusive GST) non-residential rates payment for the council. *Please ensure that this definition matches that used to calculate average residential rates so that the respective X values of both requests add up to total rates income for the 2024/25 and 2025/26 Financial Year. We do not wish to cause unnecessary expense or burden on your council. If clarification of any of our requests is needed, please call or email. Likewise, if a request proves unnecessarily burdensome in form and we are likely to be able to adjust it to be more specific or better suited to your information systems without losing the benefit of what is sought, please also get in touch. If there is likely to be a delay in being able to assemble or provide some of the information requested, please provide the rest of the information as it becomes available. To avoid unnecessarily printing and postage costs, we ask that you send a confirmation of receipt, the response, and any other correspondence to: ratepayersreport2026@taxpayers.org.nz Please include the following reference in the subject line: [Council name] - Ratepayers' Report 2026 1/3	39
20/01/2026	NZ Taxpayers Union	The Taxpayers' Union is in the process of preparing the 2026 Ratepayers' Report for the 2024/25 financial year. This is request number 2 of 3. 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 2024/25 Financial Year: 1. Personnel as at 30 June 2025 • The total number of council staff dismissed due to poor performance in the financial year. • The total FTE number of staff employed by the council, excluding council-controlled organisations. • If applicable, the FTE number of staff employed by CCOs. • The total number of staff (non-FTE, including casual staff). If applicable, include CCOs separately. • The total number of staff including those employed by CCOs receiving remuneration in excess of \$100,000. • The total number of staff including those employed by CCOs receiving remuneration in excess of \$200,000. • The total number of staff including those employed by council-controlled organisations receiving remuneration in excess of \$256,800 (equivalent to a minister outside of Cabinet). o The mean and median remuneration for Council staff. o The mean and median remuneration for CCO staff. 2.1. Management • The FTE number of managers employed by the council and, if applicable, the number of managers employed by CCOs as at 30 June 2025. □ The Taxpayers' Union defines a manager as: any staff member who is responsible for a team of staff, or who has an employee/employees reporting to them and organises them to achieve their department's or organisation's specified goal. The Chief Executive team is included in this definition. • The ratio of management to total staff numbers. If applicable, please provide a ratio for the group, including CCOs, and a ratio for the council parent. • The average and median salary of a manager. If applicable, please provide for both the group, including CCOs, and the council parent. 2.2. Communications • The FTE number of communications & marketing staff employed by the council and, if applicable, the number of communications & marketing staff employed by CCOs. • The average and median salary of communications & marketing staff. If applicable, please provide for both the group, including CCOs, and the council parent. 3. Audit and Risk Oversight • How many members are on the Council's Audit and Risk Committee (or equivalent)? • Of those members, how many are elected and how many are independent of the council? • Is the Chair of the Committee an independent member? • Does the Council have a lawyer (with a current practising certificate) on the Committee? • Does the Council have an accountant (with a current practising certificate or a full member of the Chartered Accountants Australia and New Zealand) on the Committee? • Does the Council have a code of conduct requiring political neutrality from Council staff? 4. Unelected members • Please list all appointments of unelected members onto council committees with spending and regulatory powers. 5. Payments to third parties • The total payments made by the Council (or any council-controlled organisation) to any Chamber of Commerce, including GST. • The total payments made by the Council (or any council-controlled organisation) to Local Government New Zealand (LGNZ), including GST. • The total payments made by the Council (or any council-controlled organisation) to the Taituarā including GST. We do not wish to cause unnecessary expense or burden on your bureau. If clarification of any of our requests is needed, please call or email. Likewise, if a request proves unnecessarily burdensome in form and we are likely to be able to adjust it to be more specific or better suited to your information systems without losing the benefit of what is sought, please also get in touch. If there is likely to be a delay in being able to assemble or provide some of the information requested, please provide the rest of the information as it becomes available. To avoid unnecessarily printing and postage costs, we ask that you send a confirmation of receipt, the response, and any other correspondence to ratepayersreport2026@taxpayers.org.nz Please include the following reference in the subject line: [Council name] - 2026 Ratepayers Report 2/3.	35
20/01/2026	NZ Taxpayers Union	The Taxpayers' Union is in the process of preparing the 2026 Ratepayers' Report for the 2024/25 financial year. This is request number 3 of 3. 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 2024/25 Financial Year: 1. Contractors and consultants • Total expenditure on contractors by the council and the FTE equivalent as at 30 June 2025. Please provide the same information for CCOs, if applicable. • The Taxpayers' Union defines contractors as per the Contractors and Consultants Guidance document published by the Public Service Commission. • Total expenditure on consultants by the council and the FTE equivalent as at 30 June 2025. Please provide the same information for CCOs, if applicable. • o The Taxpayers' Union defines consultants as per the Contractors and Consultants Guidance document published by the Public Service Commission. 2. Mayor's office • If applicable, please provide the total budget allocated to the mayor's office for both the financial year ended 30 June 2025 and the current financial year. • If applicable, please provide the FTE number of staff employed to work in the mayor's office and their job titles. 3. Depreciation and renewals • The total amount of depreciation funded for all council-owned assets in the year ended 30 June 2025, broken down by source (e.g., rates, grants, levies). • The total cash amount spent on replacing, restoring, or upgrading existing assets to maintain levels of service in the year ended 30 June 2025. • What was the actual year-end balance of cash reserves held for depreciation, and did the balance increase or decrease over this period? • The total amount of depreciation funds allocated for purposes other than renewals capital expenditure in the year ended 30 June 2025. Specifically, detail the amounts used for: • New Capital/Growth Projects (i.e., new assets, not renewals). • Debt Repayment (i.e., principal or interest payments). • Operating Expenses. We do not wish to cause unnecessary expense or burden on your bureau. If clarification of any of our requests is needed, please call or email. Likewise, if a request proves unnecessarily burdensome in form and we are likely to be able to adjust it to be more specific or better suited to your information systems without losing the benefit of what is sought, please also get in touch. If there is likely to be a delay in being able to assemble or provide some of the information requested, please provide the rest of the information as it becomes available. To avoid unnecessarily printing and postage costs, we ask that you send a confirmation of receipt, the response, and any other correspondence to ratepayersreport2026@taxpayers.org.nz Please include the following reference in the subject line:	39

		[Council name] - Ratepayers' Report 2026 3/3	
20/01/2026	Federated Farmers	Federated Farmers of New Zealand has a genuine interest in local government policy, with our provincial representatives regularly participating in council consultation processes. We are preparing our feedback into central government's recent Simplifying Local Government proposal, and to help us we seek information from your 2024/25 Annual Report on your council's revenue from general and targeted rates. My request is in two parts. Firstly, we would be pleased if you would provide the rate revenue (exclusive of GST) from your various property categories from the general rate / uniform annual general charge and targeted rates (not including water and wastewater). Two tables are provided below, completion of which would be very much appreciated. We have used the first character property categories from the Rating Valuation Rules to make up these tables. However, if your council reports use a different or more simplified framework (for example commercial/industrial, residential, small holdings/lifestyle, farmland) we would be happy if you were to modify the tables to that end. Category Total General Rates charged for 2024/25 (GST excl.) \$ Arable, Commercial, Dairy Forestry Horticulture Industrial Lifestyle Mining Others Pastoral Residential Specialist Utilities Total Category Total Targeted (Non-Water/Wastewater) Rates charged for 2024/25 GST excl.) \$ Arable Commercial Dairy Forestry Horticulture Industrial Lifestyle Mining Others Pastoral Residential Specialist Utilities Total Secondly, we are interested in the extent to which your council utilises uniform annual general charges. We would appreciate it if you would advise the percentage of total rate revenue allocated as uniform annual charges, whether general or targeted, in terms of the calculation required by section 21 of the Local Government (Rating) Act 2002. Report on 30% Cap (Section 21 LGRA) Uniform Rates as a Percentage of Total Rates %	39
23/01/2026	Barrister	"... New Zealand Heavy Haulage Association Inc v Carterton District Council & others – request for discovery 1. This letter sets out the appellant's request for informal discovery, as anticipated by the Court. 2. For avoidance of doubt, the request below is made to each of the respondents, Carterton, Masterton, and South Wairarapa District Councils. 3. A request is made for discovery of the following: a. A list of all buildings relocated within the district in the past 10 years in all zones, including the date and destination site location; b. A list of all performance bonds imposed within the district for all zones under the relevant operative district plan, including the: i. date; ii. destination site location; iii. quantum of any performance bond imposed; iv. The date when any performance bond was fully refunded. c. Any record of formal enforcement action taken under the Resource Management Act 1991, Building Act 2004, including any infringement notice, abatement notice, enforcement order, notice to fix, prosecution, or injunction, in respect of relocated buildings in the last 10 years, identifying: i. The action taken; ii. The compliance outcome; and iii. The property address for such action. d. Any report in Council's possession about the quality of existing housing stock in the district and/or the residential amenity values from housing in the district. 4. Please advise on behalf of the respondents whether the discovery sought by the appellant is agreed to on the basis that the rules in relation to discovery under Part 8 of the District Court Rules 2014 shall apply.	25
26/01/2026	NZ Taxpayers Union	We request the following information: A full breakdown of your art collection, including, but not limited to: • The total number of artworks and for each the: • Known or estimated value. • Status of display (publicly or privately). • Year of acquisition. The number of roles that involve working with your art collection, including: • Their job title or role. • Their annual salary or salary band. How much is allocated in your yearly budget to be spent on art, (not including Creative NZ funding) broken down by: • Upkeep or acquisitions of new artwork. • The last time this amount was reviewed. We understand that preparing this information takes time, and we do not wish to cause you unnecessary burden. Should clarification be required or if it would be helpful to refine the scope to better align with your records, please get in touch. Where possible, we ask that cost figures be broken down and inclusive of GST and responses in PDF formats. To avoid unnecessary printing or postage costs, please send your response to this email address. Refer to "Council Art Portfolio and Expenditure" in the subject line of correspondence.	25
26/01/2026		We work with landowners who have existing native forest on their properties and are committed to protecting these areas for future generations. We are seeking to better understand what incentives or support councils provide to encourage this outcome. Our aim is to build a national picture of how local authorities support the long-term protection of native forest on private land. We understand some councils offer measures such as: • Rates remissions or rebates • Subdivision rights (transferable or on-site) • Grants for restoration and protection work. Could you please advise whether your council provides any such incentives or support? If so, we would appreciate links to the relevant policy documents or planning provisions outlining the eligibility criteria and application process.	18
29/01/2026	Stuff	"...is for an article on sovereign citizens and individuals espousing sovereign beliefs. However, I tried to avoid using these words in the LGOIMA request, as people might not identify themselves as such, or the council might not have recorded the interactions with them using these words. So, I tried to use general/broad words in the request. If possible, I'd like to use the original timeframe in the request (January 2022-today), unless the request was to be declined because of this. Here are some clarifications that might help refine the scope of the request: Question 1 refers to issues and problems faced by council's employees specifically. It would be complaints staff have raised about interactions with the public. Especially on matters triggered by people harassing or targeting the council or specific employees. Questions 2-3 are about issues and problems triggered by sovereign citizens disputing the council's authority or refusing to pay rates, fines and fees citing pseudo-laws arguments. Question 4, without using the words 'paper terrorism', hints at the practice of flooding councils with LGOIMA requests. This is done by organised groups or individuals who are trying to clog the council or are disputing the council's authority. So, I would be interested in those specific instances. If it helps to further refine my request: what I'm interested in is people who are challenging the council's jurisdiction, or citing maritime/admiralty laws, or claiming rates are unlawful, or using pseudo-legal terminology when engaging with the council."	22
29/01/2026		"...for a detailed operational and financial analysis of parking enforcement activities. I request this data be broken down by financial year (or calendar year, whichever is your standard reporting unit) from 2000 to 2025 (or from the earliest date compatible with your current digital record systems). 1. The "Funnel" of Infringements (Volume & Revenue) Please provide a schedule/spreadsheet summarizing the lifecycle of parking infringement notices (PINs) issued by your organisation: • Issued: Total number of tickets issued and the total face value (\$) of these tickets. • Paid: Total number of tickets paid (at any stage) and the total revenue (\$) actually collected. • Unpaid/Remitted to Court: Total number of tickets filed with the Ministry of Justice for enforcement due to non-payment. 2. The "Dispute" Statistics (Justice & Fairness) To understand the robustness of the issuing process, please provide: • Contested (Internal Review): The number of tickets where the recipient requested an internal review/explanation (wrote in to dispute the ticket). • Withdrawn/Waived: The number of tickets that were withdrawn, cancelled, or waived by the Council following an internal review (i.e., the "success rate" of writing a letter). • Escalated to Court (Defended Hearing): The number of tickets where the recipient formally requested a court hearing (Notice of Defence) to argue the liability. 3. Court Outcomes (The "Win/Loss" Record) For those tickets that proceeded to a Defended Hearing in court: • Council Successful: The number of cases where the Court ruled in favour of the Council (defendant ordered to pay). • Defendant Successful: The number of cases where the Court dismissed the ticket (found in favour of the member of the public). • Withdrawn at Court: The number of cases withdrawn by the Council after a court hearing was requested but before the Judge made a ruling (e.g., due to lack of evidence). 4. The "Cost of Business" (Enforcement Expenditure) I request a breakdown of the direct costs associated with issuing and enforcing these tickets. If a per-ticket calculation is not available, please provide the annual budget line items for: • Processing Costs: Total expenditure on ticket processing services (including payments to third-party vendors for software or administration). • Postage & Service: Total expenditure on NZ Post or courier services for serving reminder notices. • Legal & Court Costs: Total expenditure on filing fees (Ministry of Justice lodging fees) and legal disputes related to parking. • Labor: The total annual salary and wage budget for the Parking Enforcement unit (Wardens and support staU). 5. Clarification on "Court Costs" • Please confirm if the "Revenue Collected" figure in Part 1 includes Court Costs recovered from defendants, or if it strictly represents the infringement fee. Format I request this information be provided in a machine-readable spreadsheet format (.xlsx) to allow for analysis of trends over the 25-year period. If your digital records do not extend back to 2000 (e.g., due to the transition to the Auckland Super City or system migrations), please provide data from the earliest available reliable year and note the start date clearly."	9
2/02/2026	Horizons Regional Council	INFORMATION REQUIRED FOR AUDIT PURPOSES – MANAWATU-WHANGANUI LASS LIMITED In connection with the preparation of our financial statements for the years ended 30 June 2023, 30 June 2024 and 30 June 2025, could you please provide our auditors with the following information: 1. List of all payments made by Carterton District Council to Manawatu-Whanganui LASS Limited detailing the date, amount and reference or invoice number, for the periods: a. 1 July 2022 to 30 June 2023; b. 1 July 2023 to 30 June 2024; and c. 1 July 2024 to 30 June 2025. 2. Confirmation of any amounts outstanding as at 30 June 2023, 30 June 2024, and 30 June 2025. Count you please forward your response directly to our auditors at: s7(2)(a) and s7(2)(a) and proved us with "cc" copy to s7(2)(a) for our records. It would be greatly appreciated if the information could be made available to our auditors by 16th February 2026.	9
9/02/2026	Victoria University	I request records of burials/cremations (2020-2025) linked to Wellington Free Ambulance (WFA) to support a mortality investigation.	5
10/02/2026		The name and job title of the person who currently holds responsibility for Organisational Development / People & Culture / HR / Capability (or the closest equivalent role). This is the most appropriate staff member at your organisation to contact regarding staff engagement initiatives (such as internal wellbeing, culture, or staff participation activities). The appropriate public-facing email address for contacting them (or their team). If responsibility is shared across multiple roles, please provide the most relevant senior lead contact.	10
17/02/2026	Green Party	Can you please provide a copy of the council's submission on the proposed wastewater environmental performance standards, which were consulted on around April 2025, assuming council made one? If no submission was made, please confirm that is the case.	2

19/02/2026		I have become aware that my property, valued at approx \$970k has a quarterly rates bill \$213 higher than my parents place. Their property is valued at approx \$1.07m. Theirs is worth \$100k more. The difference between the properties is that my place at s7(2)(a) is 2 I have become aware that my property, valued at approx \$970k has a quarterly rates bill \$213 higher than my parents place. Their property is valued at approx \$1.07m. Theirs is worth \$100k more. ... The difference between the properties is that my place at s7(2)(a) is 2 Bdrm, 1 bathroom, theirs at s7(2)(a) is 4 Bdrm and 2 bathroom. They draw water and contribute sewerage for 2 people while I only draw water for one person and contribute sewerage likewise. Do I pay over \$200 a quarter or about \$850 more per annum because I have more lawn to mow? Are you able to explain this?, as I thought rates were based on valuations? \$123pw in rates is excessive for one person who considering, does not use the library, the pool, the parks, the sports fields, the council facilities and draws water for one person, minus the laundry which runs off a tank and I only contribute 1 deposit per day to the settlement pond. Does this seem fair to you? I know my rates are due tomorrow on the 20th, But I get paid my fortnightly salary on the 24th. As my rates are well over a weeks pay, I will be able pay it then. I understand that the penalty date is a generous 3 days before a \$160 penalty, I hope you would be able see your way to graciously providing me an extra 24hrs. ... On another subject and as a point of interest, I was hoping someone would be able to tell me the weekly hirage rate for the scaffolding equipment that was built over the toilets at Carrington Park that was erected for weeks without any work progressing at all? I spent 4yrs in scaffolding and am aware that there is a fee for the erection and dismantling of scaffolds on top of weekly hirage fees for equipment used.	10
24/02/2026	Stuff	I would like to request the total amount spent by your council for the BeforeUDig service per year for each of the past five years. Many territorial authorities are listed as 'members' on the BUD website. If your council is not currently a member/customer of BUD but used BUD in the past, please provide the most recent five years of data. If your council has never engaged BUD, please confirm this. BeforeUDig provides services on behalf of councils, sharing its asset location plans with contractors who request the data for excavation works. Because there is no competition in the market for providing this asset location information - BeforeUDig is the only private supplier of such services in NZ - there should be no commercial sensitivity around releasing council spending on this service.	8
2/03/2026		Request on all/any information and reports held by Council regarding a complaint and council's decision	11
3/03/2026	Hon Kieran McNaulty	I work for the MP Kieran McNaulty in his Masterton community office. Kieran has been approached by local residents, who have expressed some concern over the consent that the Council is understood to have issued for the conversion of an existing property in Holloway Street, Carterton, for use as a wine bar. Some of the concerns raised relate to the extent of the notification provided to local residents of consent process. It would be appreciated if you could make any comment on the notification provided, both as regards what is required from a compliance perspective, and what might additionally deemed to be desirable. Related to that, Kieran has been told that there is some interest in seeking changes to the terms of the consent that has been issued. It would be helpful if you could indicate whether there is a process that a resident is able to engage in with a view to having the consent conditions amended at this stage, and if so, what that may be. We would use any response you provide to inform those residents who have approached us. Any guidance or support you could provide would be most appreciated.	1
6/03/2026		There appears to be some development currently occurring on or around s7(2)(a), s7(2)(a), and s7(2)(a), Norfolk Road Please supply information on the activities consented or currently under review by Council in relation to those addresses in the last 5 years.	4
Requests not closed yet.		0	



8.8 SERVICE REQUESTS AND COMPLAINTS

1. PURPOSE

For the Council to be informed on Service Requests and Complaints received 2 February 2026 to 24 March 2026.

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 by formal letter, email, or through the website service request portal, however, Council will also accept these via telephone, in person at the Council office, 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 report on the Department of Internal Affairs (DIA) performance measures on annual basis. The key performance is to acknowledge the Service Requests and Complaints within the first 24 hours.

Council has an obligation to respond within 3 weeks 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
- Roading
- 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

Depending on the circumstances of the service request within each activity, some requests may take longer to complete and, in the case of Roding and Waters, 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 1310 were closed.

For the year 2025, 1318 requests were opened, and 1230 were closed.

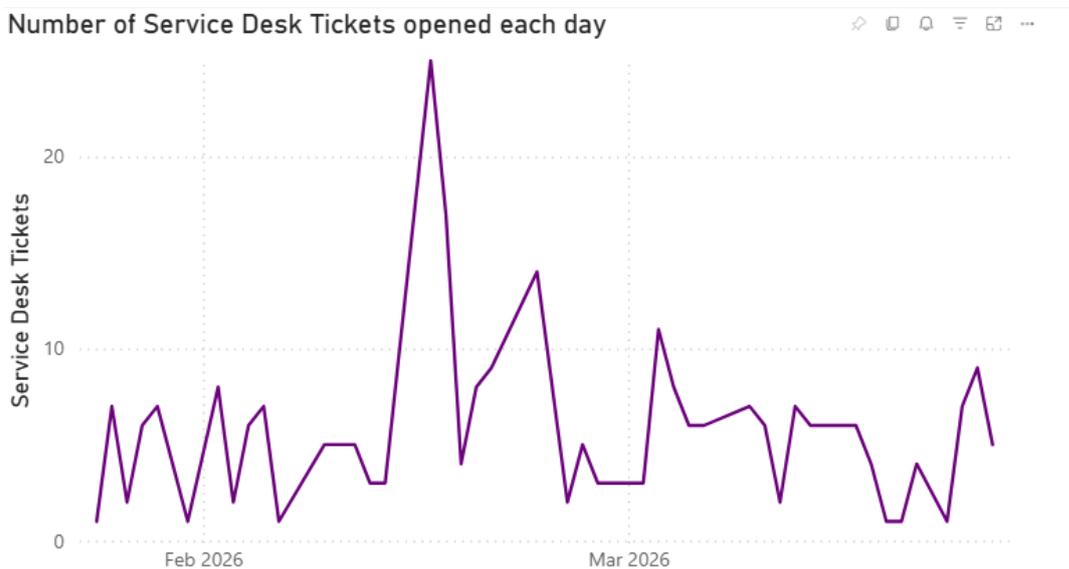
The table below shows total numbers of service requests received from 2 February 2026 to 25 March 2026.

Number of service requests received		
Row Labels	Opened Tickets	Closed Tickets
2026		
Jan	92	101
Feb	140	111
March	100	111
Total	332	323

The table below shows total numbers of tickets currently open by department:

Department	Open requests
Animal Control	7
Health	2
Management	2
Parks and Reserves	8
Roading	58
Rural Water	18
Solid Waste	2
Storm Water	3
Total	100

The graph below shows the number of service desk tickets opened each day. The spike mid-February reflects the impacts of the severe weather event primarily on Roothing, and Parks and Reserves.



5. REPORTING ON SERVICE COMPLAINTS

As per Council’s obligations under the Local Government Official Information and Meetings Act 1987, a complaint should be acknowledged promptly on receiving a complaint. 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), this is necessary to protect the privacy of natural persons, including that of deceased natural persons.

For the year 2024 there were 45 complaints received.

The table below shows total numbers of complaints received from 2 February 2026 to 19 March 2026.

Number of complaints received		
Month	Year	
	2025	2026
January	0	3
February	5	4
March	0	1
April	0	
May	7	
June	3	
July	3	
August	5	
September	7	
October	9	
November	3	
December	2	
Total	43	8

6. RECOMMENDATION

That the Council:

1. **Receives** the report.

File Number: 508900

Author: Serah Pettigrew, Democratic Services Officer

Attachments: 1. Service Complaints 2 February 2026 to 19 March 2026 [↓](#)

Service Complaints Report: 2 February 2026 to 19 March 2026

Complaints received	Responses to complaints	Average number of working days to resolve
4	4	2.00

Date Received	Organisation	Subject	Working Days resolved
11/02/2026		Complaint about youth burning plastic bottles on the park barbeques at Carrington Park on Sunday 8 February 2026.	1
18/02/2026		Complaint about a nasty experience at the roundabout corner on the lower footpath up Park Road where a stock truck almost crushed the complainant and others that were on the sidewalk.	5
23/02/2026		Complaint about walking into the new sign outside Carterton School and may need stitches from injury.	1
23/02/2026		Complaint about unprovoked attack on people at the Underhill Road Featherston and Mount Holdsworth.	1
4/03/2026		Complaint about a water race (Parkvale) that was cleaned and had been dug out too much that caused the fence to fall into the water race.	
Complaints not closed yet.			1

9 EXCLUSION OF THE PUBLIC

Nil

10 KARAKIA WHAKAMUTUNGA

Kia whakairia te tapu

Kia wātea ai te ara

Kia turuki whakataha ai

Kia turuki whakataha ai

Haumi ē, hui ē, taiki ē