



SOUTH WAIRARAPA DISTRICT COUNCIL

Kia Reretahi Tātau

Agenda

**ORDER PAPER FOR AN ORDINARY MEETING
TO BE HELD**

IN

**Waihinga Centre, Texas Street
Martinborough**

&

Via audio-visual conference

ON

18 May 2022

MEMBERSHIP OF COUNCIL

HIS WORSHIP THE MAYOR

Mr Alex Beijen

Deputy Mayor Garrick Emms

Cr P Colenso
Cr R Fox
Cr L Hay
Cr B Jephson

Cr P Maynard
Cr A Plimmer
Cr B West
Cr C Olds

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



SOUTH WAIRARAPA DISTRICT COUNCIL MEETING **Agenda 18 May 2022**

NOTICE OF MEETING

This meeting will be held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10.00am. All members participating via audio-visual conference will count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting will be live-streamed and will be available to view on our [YouTube channel](#).

SWDC Affirmation

We pledge that we will faithfully and impartially use our skill, wisdom and judgement throughout discussions and deliberations ahead of us today in order to make responsible and appropriate decisions for the benefit of the South Wairarapa district at large.

We commit individually and as a Council to the principles of integrity and respect, and to upholding the vision and values we have adopted in our Long Term Plan strategic document in order to energise, unify and enrich our district.

Open Section

- A1.** Apologies
- A2.** Conflicts of interest
- A3.** Acknowledgements and tributes
- A4.** Public participation
As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.
- A5.** Actions from public participation
- A6.** Extraordinary business – Item E1 Chair Report
- A7.** Community Board / Māori Standing Committee
- A8.** Confirmation of Minutes
Proposed Resolution: *That the minutes of the Council meeting held on 6 April 2022 are a true and correct record.*

	<i>Proposed Resolution: That the public excluded minutes of the Council meeting held on 6 April 2022 are a true and correct record.</i>	Pages 11-12
B	Recommendations from Committees and Community Boards	
	B1. Minutes of Council Committees and Community Boards	Pages 13-43
	B2. Finance, Audit & Risk Committee Recommendation	Page 44
	B3. Wairarapa Library Services Joint Committee Recommendation	Pages 45-50
C	Decision Reports from Chief Executive and Staff	
	C1. Appointment to the Wairarapa Policy Working Group for the Wairarapa Local Alcohol Policy Review Report	Pages 51-52
	C2. Elections 2022 - Order of Candidates on Voting Forms Report	Pages 53-54
D.	Information Reports	
	D1. Wairarapa Destination Management Plan Report	Pages 55-113
	D2. Action Items Report	Pages 114-122
	D3. CEO Update Report	Pages 123-148
F.	Appointments Reports	Pages 149-150
	F1. Joint Committees/Working Groups Wairarapa District Plan Joint Ctte (Cr Plimmer, Cr Jephson, Cr Fox (alt)) Wairarapa Library Service (Cr Colenso, Cr Hay) Wairarapa Policies Working Group (Cr Emms, Cr Plimmer) Wairarapa Trails Action Group (Cr Hay, Cr Olds) Wgtn Region Waste Management & Minimisation Plan JCTte (Cr Colenso) Wgtn Region Waste Forum (Cr Colenso)	
	F2. GWRC Committees/Groups Wgtn Region Climate Change Working Group (Cr Jephson, Cr Colenso (alt)) Awhaia Opouawe Scheme Committee (Cr Jephson) Lower Valley Development Scheme Advisory Committee (Cr Emms) Ruamahanga Whaitua Catchment Ctte (Cr Fox) Waiohine Floodplain Management Plan Steering Group (Cr Olds, Mr Wright)	
	F3. Appointments Destination Wairarapa (Mr Hogg) Wairarapa Road Safety Council (Cr Plimmer) Cobblestones Trust Board (Ms Cooper) Wairarapa Safer Community Trust (Cr West) Hood Aerodrome Strategic Advisory Group (Cr West)	

G. Public Excluded Business

**G1. New Licence to Occupy of South Wairarapa Sports Stadium
Annex – Card Reserve**

distributed separately

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
New Licence to Occupy of South Wairarapa Sports Stadium Annex – Card Reserve	Good reason to withhold exists under section 7(2)(i)	Section 48(1)(a)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
The withholding of the information is necessary to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)



SOUTH WAIRARAPA DISTRICT COUNCIL
Minutes from 6 April 2022

- Present:** Mayor Alex Beijen (Chair), Deputy Mayor Garrick Emms, Councillors Pam Colenso, Rebecca Fox, Leigh Hay, Brian Jephson (until 2:40pm), Alistair Plimmer, Pip Maynard (via Zoom; until 3:32pm), Brenda West (until 2:17pm) and Colin Olds.
- In Attendance:** Harry Wilson (Chief Executive Officer) Russell O’Leary (Group Manager Planning and Environment), Katrina Neems (General Manager Finance), Stefan Corbett (Group Manager Partnerships and Operations), Amanda Bradley (General Manager Policy and Governance), Sheil Priest (General Manager Communications), Rick Mead (Environmental Services Manager), James Witham (Planning Manager), Tim Langley (Roading Manager), Bryce Neems (Amenities and Waste Manager), Suzanne Clark (Property Portfolio Advisor), Charly Clarke (Finance Manager), Paul Gardiner (Human Resources Manager), Steph Frischknecht (Policy and Governance Advisor) and Amy Andersen (Committee Advisor).
Wellington Water: Dougal List (Programme Manager)
- Conduct of Business:** This meeting will be held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10.00am. All members participating via audio-visual conference will count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting will be live-streamed and will be available to view on our YouTube channel. The meeting was held in public under the above provisions from 10:00am to 4:00pm except where expressly noted.
- Public Forum:** Joy Cooper (Wharekaka), Daphne Geisler, Louise Lyster, Andy Morison and Ro Griffiths (Martinborough Golf Club).
-

Open Section

Cr Hay read the Council affirmation.

A1. Apologies

There were no apologies.

A2. Conflicts of Interest

Cr Plimmer declared a conflict of interest with matters relating to the Greytown Sports and Leisure Society funding application in item C5.

DISCLAIMER

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A3. Acknowledgements and Tributes

Mayor Beijen acknowledged the first reading of a joint registry bill with local Iwi seeking cultural redress to improve Māori relations.

Cr Olds gave a tribute to the lives lost in the current conflict in Ukraine during recent weeks.

A4. Public Participation

Ms Cooper, representing Wharekaka, spoke in support of a change in using \$6000 of grant funds received in 2021/22 to maintain and expand their Meals on Wheels service, instead of the original application for a call bell system. Ms Cooper outlined what the grant funding would be used for and the intention to launch a Lunch Club. Ms Cooper noted she would be able to present further information on operational costs in a few months' time.

Members posed questions to Ms Cooper regarding the service and what other funding may be available to them.

Ms Geisler spoke to matters raised in item C3 and understood that the council had no legal obligation to consult but felt council should do better. She stated there was a difference with there being consultation on the Long-Term Plan and that requested financial information had not been provided. Ms Geisler expressed disappointment in what she says was lack of transparency in decision making, referencing discussion at meetings relating to an orchard payment and contributions from developers. Ms Geisler stated the LGOIMA response she had received was not satisfactory. She felt the culture of and communication from Council was poor.

Members posed questions to Ms Geisler to seek further information regarding the outcomes she would like to see, as well as her understanding of the differences

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between engagement and consultation. Ms Geisler asked Members to define these terms for the public also.

A5. Actions from public participation

Major Beijen noted that Grant Funding for Wharekaka would be discussed as part of item C5.

The Annual Plan matters raised by Ms Geisler would be discussed under item C3.

Action 121– Provide a fuller explanation to Daphne Geisler regarding her LGOIMA request on the waiving and reducing of developer contributions.

A6. Extraordinary Business

There was no extraordinary business.

A7. Community Board / Māori Standing Committee Reports from Meetings

There were no members present.

A8. Minutes for Confirmation

COUNCIL RESOLVED (DC2022/11) that the minutes of the Council meeting held on 23 February 2022 are a true and correct record.

(Moved Cr Jephson/Seconded Cr Olds)

Carried

B Recommendations from Committees and Community Boards

B1. Minutes of Council Committees and Community Boards

Ms Bradley updated members on work being undertaken with community boards on the code of conduct.

Members queried the ward boundary in relation to the road naming application for Ocean Beach and the criteria for road naming in Greytown relating to Peony Drive.

Cr Hay noted that the murals at the Greytown Pool have been well received and noted this was a beneficial use of beautification funding.

Cr Plimmer acknowledged the passing of Bob Boyne and clarified that he was not the last returned servicemember in the community.

COUNCIL RESOLVED (DC2022/12):

1. To receive the information.

(Moved Cr Fox /Seconded Cr West)

Carried

2. Receive the minutes of the Māori Standing Committee meeting 15 February 2022.

3. Receive the minutes of the Greytown Community Board meeting 16 February 2022.

4. Receive the minutes of the Martinborough Community Board meeting 24 February 2022

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5. Receive the minutes of the Featherston Community Board meeting 22 February 2022.
6. Receive the minutes of the Finance, Audit and Risk Committee meeting 16 February 2022.
7. Receive the public excluded minutes of the Finance, Audit and Risk Committee meeting 16 February 2022.
8. Receive the minutes of the Assets and Services Committee meeting 9 March 2022
9. Receive the minutes of the Planning and Regulatory Committee meeting 9 March 2022.

(Moved Cr Fox / Seconded Cr Hay)

Carried

10. Action 122

- a. Clarify the ward boundary in relation to the road naming application for the Right of Way at Ocean Beach Road to ensure it was presented to the correct community board, R O'Leary.
- b. Provide information regarding the approval of the road name Peony Drive in Greytown, R O'Leary.

C Decision Reports from Chief Executive and Staff

C4. Māori Standing Committee Appointments (Item Moved)

COUNCIL RESOLVED (DC2022/13):

1. Receives the Māori Standing Committee Appointment Report

(Moved Cr Hay / Seconded Cr Emms)

Carried

2. To approve the following external appointment to the Māori Standing Committee: Herewini Ammunson (Papawai Marae).

(Moved Cr Jephson / Seconded Cr Plimmer)

Carried

C5. Grant Funding 2021-22 (Item Moved)

Ms Neems took questions from members regarding the report and provided information on the grant funding process and clarified details of the applications made. Members noted the urgency and need for Meals on Wheels. Members queried the Greytown Sports & Leisure Society application on model replication, sports funding and links to the Long-Term Plan.

COUNCIL RESOLVED (DC2022/14):

1. Receive the Grant Funding 2021-22 Report.

(Moved Cr Plimmer / Seconded Cr Colenso)

Carried

2. Approve the request from Wharekaka Trust to repurpose the \$6,000 community grant received in the first 2021/22 funding round for the purchase of a call bell system to the Meals on Wheels Service across South Wairarapa.

(Moved Cr Colenso / Seconded Cr Maynard)

Carried

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3. Defer decision on entering into a one-year partnership arrangement with Greytown Sports and Leisure for funding of \$45,000 for the purposes of operational funding until the next Council meeting pending clarification of funding from other sources and the extent of their funding.
4. Note that officers intend to make updates to the Grants Policy to provide clarity of the process for consideration of grant requests and applications made outside of scheduled funding rounds.

(Moved Cr Colenso / Seconded Cr West)

Carried

Cr Plimmer left the meeting at 11:01am

Cr Plimmer returned to the meeting at 11:02am

C1. Verbal Submissions to the Martinborough Golf Club (MGC) Proposal (Item Moved)

Mr Morison (MGC President) supported by Mr Griffiths spoke in support of the proposal and provided information on the operations, investment and future plans for the MGC. Members asked questions on the maintenance, ecological interests and preservation of the land, as well as the history.

Ms Lyster noted the significance of preserving the land, the need for the inclusion of the MGC in spatial planning and reserve management; she highlighted the land may have other uses for public around the edges of the MGC and believed the public should be consulted on this matter. Members sought clarification on the focus of Ms Lyster's submission.

C2. Proposal To Grant A New Lease of Recreational Reserve to Martinborough Golf Club Incorporated (Item Moved)

Ms Clarke supported by Mr Neems spoke to matters in the report, responded to Members questions clarifying the process and answered questions from members including, reserve management plans, policy for sports clubs, pricing for leases of this nature and potential changes that could be made in future.

COUNCIL RESOLVED (DC2022/15):

1. Receives the Proposal to Grant a New Lease of Recreation Reserve to Martinborough Golf Club Incorporated (MGC) Report.
(Moved Cr Jephson/ Seconded Cr Olds) Carried
2. Note that every objection or submission received must be considered before deciding to proceed with the proposal.
(Moved Cr Plimmer / Seconded Cr Hay) Carried
3. Enter into a lease with the Martinborough Golf Club for 30 years with no rights of renewal at an annual rental of \$2500 (+GST) as proposed.

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4. Council Officers deliver a proposal for a Reserve Management Plan in line with the next Long-Term Plan.

(Moved Cr Plimmer / Seconded Cr Fox)

Carried

The meeting adjourned at 11:15am.

The meeting reconvened at 11:30am.

C3. 2022/23 Annual Plan and Consultation and Engagement Approach (Item Moved)

Ms Neems and Ms Bradley spoke to this report. Members were informed about funding, work in progress, the impact of COVID-19 on operations and areas of progress. Members posed questions to Officers on rates, how they are calculated and increases that can be expected in 2022/23.

The meeting adjourned at 12:44pm.

The meeting reconvened at 1:15pm.

There was further discussion on roading and road safety, water and work ahead to engage the community in Year 2 of the Annual Plan. Ms Neems discussed expenditure and reserves, highlighting areas where savings have been made and could be made in future. Options were presented to provide support for unplanned events and discussion on changes to fees and charges for services was considered.

Cr Jephson left the meeting at 2:01pm.

Cr Jephson returned to the meeting at 2:03pm

Members queried the proposed pricing relating to housing for seniors and sought clarification on the calculation of rates increase.

Cr Olds left the meeting at 2:11pm

Cr Olds returned to the meeting at 2:13pm

Members confirmed the calculation of rates with support from the Finance Team.

Cr West left the meeting at 2:18pm

Ms Bradley explained the difference between engagement and consultation and spoke to section 5 of the report (5), including processes, how other Councils are operating in this space, plans to engage with the public in the near future and the desire to be innovative and flexible to meet the needs of the community.

Note: Zoom Camera off at 2:22pm and on again at 2.22pm.

Members sought clarification from Officers relating to the nuances and methods of engagement and consultation, discussed the process for this year's Annual Plan. Dates for engagement with the community are yet to be confirmed.

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Cr Jephson left the meeting at 2:40pm.

COUNCIL RESOLVED (DC2022/16):

1. Receive the 2022/23 Annual Plan and Consultation and Engagement Approach Report.
2. Confirm that the work programme for the 2022/23 Annual Plan will align with Year 2 of the 2021-31 Long-Term Plan, noting the following key variances:
3. Note the projected average growth adjusted rates increase of 7.6% is within the increase limit set in the 2021-2031 Financial Strategy.

(Moved Cr Hay/ Secoded Cr Olds)

Carried

4. Notes there is no legal requirement to consult on the 2022/23 Annual Plan given no significant or material differences have been identified compared to Year 2 of the 2021-31 Long-Term Plan. Due to high public interest, we will engage in accordance with Section 95 (2A) of the Local Government Act 2002. Council will not consult but will undertake best practice engagement on the 2022/23 Annual Plan guided by OAG recommendations and the SWDC Significance and Engagement Policy to inform the community of key variances and reasons for those.
5. Notes that the 2022/23 Annual Plan must 1) be adopted and the rates set by resolution before 30 June 2022 and 2) include an overview of minor changes in costs along with all other information required under Part 2, Schedule 10 of the Local Government Act 2002.

(Moved Cr Fox /Secoded Cr Hay)

Carried

Cr Maynard Voted Against

6. Action 129: Provide overview of work completed / work in progress to increase road safety on rural roads throughout South Wairarapa in 2021/22. T. Langley.

The meeting was adjourned at 2:43pm.

The meeting was reconvened at 3:00pm.

D3. Three Waters Reforms Update – Presentation (Item Moved)

Mr List delivered an update to Members and gave an outline of the reforms and what the government proposal entails. Members posed questions about initial feedback that Council submitted to the Department of Internal Affairs earlier this year and discussed ways to inform the community of the changes.

Cr Maynard left the meeting at 3:32pm

COUNCIL RESOLVED (DC2022/17):

1. Receive the Three Waters Reforms Update Report.

(Moved Cr Plimmer / Secoded Cr Emms)

Carried

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2. Action 131: Research other Council approaches to engagement with the community regarding Three Waters Reforms to progress an overview. A. Bradley / S. Priest.

C6. Road Stopping 23 Humphries Street Greytown

Ms Frischknecht spoke to the report and responded questions from Members regarding the road stopping process and the logistics of the site.

COUNCIL RESOLVED (DC2022/18):

1. Receive the Road Stopping 23 Humphries Street Greytown Report.
(Moved Cr Plimmer / Seconded Cr Fox) Carried
2. Note that public notification of the proposal to stop the road has been undertaken in accordance with Schedule 10 of the Local Government Act 1974.
3. Note one submission was received during the public notification period and that no further action is required as the matters raised have been resolved satisfactorily.
4. Agree to declare that the approximately 295m² of legal road adjoining 23 Humphries Street (being SO 568092) is not required by Council and is surplus to Council requirements.
5. Approve the sale of the land as shown on Survey Office plan SO 568092 to the adjoining landowners at 23 Humphries Street for a total of \$30,000 (including GST, if any) plus associated legal and survey costs.
6. Delegate to the Chief Executive Officer all powers necessary to proceed with the process to stop the legal road (comprising approximately 295m²) as shown on Survey Office Plan (SO 568092) and to complete the transaction.
7. That the above resolutions are subject to there being no other services that may require easements within the land.
(Moved Cr Hay / Seconded Cr Plimmer) Carried

C7. Plan Changes – Operative Dates

Mr Witham spoke to the report and informed Members about the process and changes to the Wairarapa Combined District Plan.

COUNCIL RESOLVED (DC2022/19):

1. Receive the 'Plan Changes – Operative Dates' Report.
(Moved Cr Emms / Seconded Cr Fox) Carried
2. that Plan Change 10 – Notable Trees is declared operative on 22 April 2022 pursuant to schedule 20 of the First Schedule of the Resource Management Act 1991.

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3. that Plan Change 11- Orchards Retirement Village is declared operative on the 22 April 2022 pursuant to schedule 20 of the First Schedule of the Resource Management Act 1991.
4. that Plan Change 12 - Dark Sky is declared operative on 22 April 2022 the pursuant to schedule 20 of the First Schedule of the Resource Management Act 1991.
(*Moved Cr Olds / Seconded Cr Fox*) Carried

D Information Reports

D1. Action Items Report

Members discussed updates to open action items. It was requested officers contact the owners of the property in question to progress Action 739.

COUNCIL RESOLVED (DC2022/20) to receive the District Council Action Items Report.
(*Moved Cr Colenso / Seconded Cr Fox*) Carried

D2. Local Body Elections 2022

Ms Bradley spoke to the report and answered questions from Members.

COUNCIL RESOLVED (DC2022/21):

1. Receive the Local Body Elections 2022 Report.
(*Moved Cr Hay / Seconded Cr Plimmer*) Carried
2. Notes the Chief Executive has appointed electionz.com as Electoral Officer and will appoint Amanda Bradley and Barbara Gavan as Deputy Electoral Officers.
(*Moved Cr Hay / Seconded Cr Olds*) Carried

E Chairperson's Report

E1. Report from His Worship the Mayor

Mayor Beijen spoke to matters as outlined in the report.

Mayor Beijen responded to questions on correspondence with Carter Society for pensioner housing, and asked for a workshop to be scheduled on the direction of this initiative in future.

Mayor Beijen supported by Cr Plimmer provided a brief verbal update on job placements and apprenticeships/training for youth.

COUNCIL RESOLVED (DC2022/22):

1. Receives the Report from His Worship the Mayor.
(*Moved Cr Hay / Seconded Cr Plimmer*) Carried
2. Confirm the appointment change for the membership of the Waiohine

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Floodplain Management Plan Steering Group (Cr Colin Olds, Mr Colin Wright)

(Moved Cr Hay / Seconded Cr Plimmer)

Carried

3. Action 137: Schedule workshop to discuss the future of housing for pensioners.

F Appointments Reports

There were no reports received.

G Public Excluded Business

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

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Confirmation of public excluded minutes 23 February 2022	Good reason to withhold exists under section 7(2)(h) and section 7(2)(i)	Section 48(1)(a)

This resolution (DC2022/23) is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	Section 7(2)(h)
The withholding of the information is necessary to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)

(Moved Cr Emms /Seconded Cr Plimmer)

Carried

The meeting closed at 4.00pm.

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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SOUTH WAIRARAPA DISTRICT COUNCIL
Public Excluded Minutes from 6 April 2022

- Present:** Mayor Alex Beijen (Chair), Deputy Mayor Garrick Emms, Councillors Pam Colenso, Rebecca Fox, Leigh Hay, Alistair Plimmer and Colin Olds.
- In Attendance:** Harry Wilson (Chief Executive Officer), Amanda Bradley (General Manager Policy and Governance), Steph Frischknecht (Policy and Governance Advisor) and Amy Andersen (Committee Advisor).
- Conduct of Business:** This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10.00am. All members participating via audio-visual conference will count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting was live-streamed and is available to view on our YouTube channel. The meeting was held in public under the above provisions from 3:55pm to 4:00pm except where expressly noted.

Open Section

A1. Apologies

There were no apologies given in the open section of the meeting.

G Public Excluded Business

G1. Confirmation of Public Excluded Council Minutes 2 June 2021

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

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Confirmation of public excluded minutes 23 February 2022	Good reason to withhold exists under section 7(2)(h) and section 7(2)(i)	Section 48(1)(a)

This resolution (DC2022/23) is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by

section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	Section 7(2)(h)
The withholding of the information is necessary to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)

(Moved Cr Plimmer /Seconded Cr Emms)

Carried

COUNCIL RESOLVED (DC2022/24PE) that the minutes of the public excluded Council minutes from the meeting held on 23 February 2022, are a true and correct record.

(Moved Cr Hay/Seconded Cr Emms)

Carried

The meeting closed at 4.00pm.

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

AGENDA ITEM B1

**MINUTES OF COUNCIL COMMITTEES AND COMMUNITY
BOARDS**

Purpose of Report

To present Council with reports and minutes of Council committees and community boards.

Recommendations

Officers recommend that the Council:

1. *Receive the information.*
2. *Receive the minutes of the Māori Standing Committee meeting 29 March 2022.*
3. *Receive the minutes of the Greytown Community Board meeting 30 March 2022.*
4. *Receive the minutes of the Martinborough Community Board meeting 7 April 2022.*
5. *Receive the minutes of the Featherston Community Board meeting 5 April 2022.*
6. *Receive the minutes of the Finance, Audit and Risk Committee meeting 30 March 2022.*
7. *Receive the minutes of the Assets and Services Committee meeting 20 April 2022.*
8. *Receive the minutes of the Planning and Regulatory Committee meeting 20 April 2022.*
9. *Receive the minutes of the CEO Review Committee meeting 13 April 2022.*
10. *Receive the public excluded minutes of the CEO Review Committee meeting 13 April 2022 (distributed separately).*

1. Executive Summary

Minutes of recent meetings are presented to Council for information. The Chair may ask for comment on the content, but no comment can be received in this forum with regards to the accuracy of the minutes.

2. Appendices

Appendix 1 - Māori Standing Committee meeting 29 March 2022
Greytown Community Board meeting 30 March 2022
Martinborough Community Board meeting 7 April 2022
Featherston Community Board meeting 5 April 2022
Finance, Audit and Risk Committee meeting 30 March 2022
Assets and Services Committee meeting 20 April 2022
Planning and Regulatory Committee meeting 20 April 2022
CEO Review Committee meeting 13 April 2022

Contact Officer: Amy Andersen, Committee Advisor

Reviewed By: Amanda Bradley, Policy and Governance Manager

Appendix 1

- Māori Standing Committee meeting 29 March 2022
- Greytown Community Board meeting 30 March 2022
- Martinborough Community Board meeting 7 April 2022
- Featherston Community Board meeting 5 April 2022
- Finance, Audit and Risk Committee meeting 30 March 2022
- Assets and Services Committee meeting 20 April 2022
- Planning and Regulatory Committee meeting 20 April 2022
- CEO Review Committee meeting 13 April 2022



MĀORI STANDING COMMITTEE Minutes from 29 March 2022

Present:	Narida Hooper (Chair), Andrea Rutene, Toni Kerr, Violet Edwards-Hina, Gillies Baker, Karen Mikaera, Herewini Ammunson (pending), Mayor Alex Beijen, Councillor Brian Jephson and Councillor Garrick Emms
In Attendance:	Harry Wilson (Chief Executive), Amanda Bradley (General Manager, Policy and Governance) and Kaity Carmichael (Committee Advisor)
Also in Attendance:	Scott Summerfield (Greater Wellington Regional Council), Shane Atkinson and John Bushnell (Greytown Trails Trust)
Conduct of Business:	Under the RED COVID-19 setting, this meeting was held via video conference and was live-streamed to Council's YouTube channel . All members participating via video conference counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. The meeting was conducted between 6.00pm and 7.02pm.

PUBLIC BUSINESS

Members opened with a karakia.

Ms Hooper introduced Mr Ammunson and welcomed him to the committee.

EXTRAORDINARY BUSINESS

Ms Hooper noted that item 8.2, The Featherston Masterplan Report has been withdrawn by Mr Wilson, Chief Executive.

1. APOLOGIES (*YouTube streaming 8.00*)

MSC RESOLVED (MSC 2022/07) to receive apologies from Councillor Pip Maynard.

(Moved Hooper/Seconded Edwards-Hina)

Carried

2. CONFLICTS OF INTEREST

There were no conflicts of interest.

3. ACKNOWLEDGMENTS AND TRIBUTES

There were no acknowledgments and tributes.

DISCLAIMER

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4. PUBLIC PARTICIPATION (YouTube streaming 9.20)

John Bushnell and Shane Atkinson – Greytown Cycling Trail

Mr Bushnell updated members on progress of the Tauherenikau trail and bridge project and provided an update on the concept and location of the pou. Mr Bushnell noted concerns of vandalism and requested feedback from the committee.

Scott Summerfield – Rates Remissions on Māori Owned Land Policy

Mr Summerfield provided an update on the progress of the Greater Wellington Regional Council Policy on rates remissions for Māori owned land. Mr Summerfield invited the committee to make a submission as part of the consultation process.

5. ACTIONS FROM PUBLIC PARTICIPATION

Members requested time to consider the conceptual design and location of the pou and undertook providing feedback.

Mayor Beijen and Mr Wilson noted the importance of having the regional and district policies align. Ms Carmichael undertook distributing supporting documentation to the committee.

6. MINUTES FOR CONFIRMATION (YouTube streaming 29.20)

6.1 Māori Standing Committee – 15 February 2022

MSC RESOLVED (MSC 2022/08) that the minutes of the Māori Standing Committee meeting held on 15 February 2022 be confirmed as a true and correct record.

(Moved Cr Jephson/Seconded Mikaera)

Carried

7. CHAIRPERSON REPORT

7.1 Chairperson Report (YouTube streaming 30.03)

MSC RESOLVED (MSC 2022/09) to receive the Chairperson Report

(Moved Mayor Beijen/Seconded Cr Emms)

Carried

Ms Hooper spoke to items outlined in the Chairperson Report.

Members discussed the Waihinga Kaituna sculpture and noted the strong engagement process throughout the project.

Ms Hooper proposed two dates for the upcoming Strategy Hui for consideration. Members queried their eligibility for membership with Te Maruata and Ms Hooper undertook providing clarification.

Ms Hooper provided an update on the Community Awards working party.

Ms Bradley provided an update on the Principal Advisor Māori role.

8. INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

8.1 Action Items Report (YouTube streaming 38.49)

MSC RESOLVED (MSC 2022/10) to receive the Action Items Report.

(Moved Mayor Beijen/Seconded Edwards-Hina)

Carried

Members discussed open action items and Ms Hooper noted a number of items

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were to be considered at the upcoming Hui.
Ms Bradley provided clarification on action item 574 and noted the item will be considered at the Hui.

8.2 Featherston Master Plan Report

The Featherston Master Plan Report was withdrawn by the Chief Executive.

8.3 Income and Expenditure Report (YouTube streaming 41.25)

MSC RESOLVED (MSC 2022/11) to receive the Income and Expenditure Report.

(Moved Mikaera/Seconded Kerr) Carried

Members noted that budget allocations were a topic for the upcoming Hui. Mr Baker queried the grants policy for Marae. Ms Bradley undertook providing clarification.

8.4 Officer’s Report (YouTube steaming 43.48)

MSC RESOLVED (MSC 2022/12) to receive the Officer’s Report.

(Moved Mayor Beijen/Seconded Baker) Carried

Members queried the location of the dog pound and requested ongoing communication as the project progresses.

Ms Kerr requested the officer reports include a summary highlighting the relevance for the committee. Ms Bradley suggested trialling a section on all reports outlining the impact on mana whenua and linking the report to the committee TOR.

Mr Baker queried the status of Papawai Road outside the Marae and undertook following up with Mr Wilson.

Members noted the lack of consultation and engagement with Wellington Water and Mayor Beijen and Cr Emms undertook providing support.

9. MEMBER REPORT

There was no member report.

Members closed with a Karakia.

The meeting closed at 7.02pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

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Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness



- Present:** Ann Rainford (Chair), Simone Baker, Shelley Symes, Graeme Gray, Councillor Alistair Plimmer and Councillor Rebecca Fox
- In Attendance:** Mayor Alex Beijen, Amanda Bradley (General Manager, Policy & Governance), Bryce Neems (Amenities & Waste Manager) and Kaity Carmichael (Committee Advisor)
- Conduct of Business:** Under the RED traffic light setting, this meeting was held via video conference and was live-streamed to Council's YouTube channel. All members participating counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. The meeting was conducted between 6:00pm and 7.42pm.

1. EXTRAORDINARY BUSINESS

Ms Rainford noted that the district plan, Greytown water supply and the sale of Council owned land would be discussed under item 8.1, the Chairperson Report.

2. APOLOGIES

There were no apologies.

3. CONFLICTS OF INTEREST

Mr Gray declared a conflict of interest with item 9.1 the Application for Financial Assistance Report.

4. ACKNOWLEDGMENTS AND TRIBUTES

Cr Fox acknowledged the passing of Gary Baker who was a member of the Greytown Fire Brigade and an active member of the Greytown community.

5. PUBLIC PARTICIPATION

There was no public participation.

6. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation.

DISCLAIMER

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7. COMMUNITY BOARD MINUTES

7.1 Greytown Community Board Minutes – 16 February 2022

GCB RESOLVED (GCB 2022/12) that the minutes of the Greytown Community Board meetings held on 16 February 2022 be confirmed as a true and correct record.

(Moved Symes/Seconded Cr Fox) Carried

8. CHAIRPERSON REPORT

8.1 Chairperson Report

GCB RESOLVED (GCB 2022/13):

1. To receive the Chairperson Report.
(Moved Symes/Seconded Baker) Carried

2. To approve \$2,000 from the beautification fund for a second set of three murals for the Greytown pool.
(Moved Gray/Seconded Cr Plimmer) Carried

3. To approve \$200 from the beautification fund to purchase white paint for the Lions Club to paint the polls outside Soldiers Memorial Park.
(Moved Baker/Seconded Cr Fox) Carried

4. To approved \$80 from the beautification fund to replace one tree in the Main Street barrels.
(Moved Cr Fox/Seconded Symes) Carried

Cr Plimmer and Baker voted against

Ms Rainford spoke to items outlined in her Chairperson Report including: the installation of signage at Papawai Marae and Papawai Urupa; planned rates increases and the maintenance of flower barrels on Main Street.

Members discussed the murals at Greytown pool and noted the positive feedback received from the community. Members queried the location of the BBQ at the pool and Mr Neems undertook relocating it next season.

Ms Symes left the meeting at 6.10pm.

Members queried the timeline for the community board submission to the annual plan and Ms Bradley provided clarification on the process.

Ms Symes returned to the meeting at 6.20pm.

Members noted areas in the community which required maintenance including: playground edging; bike rack placement and polls alongside Soldiers Memorial Park. Mr Neems spoke to the maintenance process for these areas.

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GCB NOTED:

Action 108: To request an update on the removal of tree stumps and replacement of Elm Trees on Wood Street, S Corbett.

Cr Plimmer queried the responsibility of tree maintenance on private property.

Members discussed the process and timing for the district plan.

Mr Gray queried the discharge process of waste water and Mayor Beijen undertook providing clarification. Mr Neems and Mayor Beijen provided an update on the sale of Council owned land on Wards Line.

Members discussed potential locations for the seats in streets initiative and Mr Neems noted the locations were sufficient.

Members queried a timeline for the footpath and pedestrian crossing to the Five Rivers Medical centre and Ms Rainford undertook following up.

Members noted public concerns about speeding and dangerous driving along West Street, Market Street and Papawai Road. Cr Plimmer and Mayor Beijen spoke to the process for a speed review.

Mayor Beijen provided an update on the Waiohine Action Group.

Members debated the need for the Board to be notified of new subdivision plans and discussed the Greytown Master Plan.

9. DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

9.1 Financial Assistance Report

GCB RESOLVED (GCB 2022/14) to grant Friends of Cobblestones Museum \$1,000 from the beautification fund to support tree maintenance on a notable Ash Tree.

(Moved Cr Fox/Seconded Baker)

Carried

Secretary note: Item 9.1 the Financial Assistance Report was presented at the meeting but the motion to receive the report was not carried out.

10. INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 Financial Assistance Accountability Report

GCB RESOLVED (GCB 2022/15) to receive the Financial Assistance Accountability Report.

(Moved Symes/Seconded Baker)

Carried

10.2 Officer's Report

GCB RESOLVED (GCB 2022/16) to receive the Officer's Report.

(Moved Baker/Seconded Cr Plimmer)

Carried

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10.4 Action Items Report

*GCB RESOLVED (GCB 2022/17) to receive the Action Items Report
(Moved Symes/Seconded Cr Fox) Carried*

Members discussed open action items. Ms Bradley provided clarification on the purpose of the actions register and undertook providing updates on West Street through officer reports as available.

10.5 West Street Road Marking Report

Members queried the impact of the proposed road markings on the character of the town and requested an updated report with delineation at intersections for safety purposes.

Secretary note: Item 10.5 the West Street Road Marking Report was presented at the meeting but the motion to receive the report was not carried out.

11. NOTICES OF MOTION

There were no notices of motion.

12. MEMBER REPORTS (INFORMATION)

Ms Symes spoke to items outlined in her member report and members discussed potential funding options for further Civil Defence training.

13. CORRESPONDENCE

There was no correspondence.

The meeting closed at 7.42pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

DISCLAIMER

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Minutes – 7 April 2022

- Present:** Mel Maynard (Chair), Aidan Ellims, Nathan Fenwick, Michael Honey, Councillor Pam Colenso, Councillor Pip Maynard (via video conference) and Alex Mason (Youth Representative)
- In Attendance:** Mayor Beijen, Stefan Corbett (Group Manager, Partnership and Operations), Bryce Neems (Amenities and Waste Manager), Tim Langley (Roading Manager) and Kaitlyn Carmichael (Committee Advisor)
- Conduct of Business:** This meeting was conducted in public in the Supper Room, Martinborough Town Hall, Texas Street, Martinborough between 6.30pm and 8.42pm and was live streamed on the Council's YouTube Channel. All members participating via video conference counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.

1. EXTRAORDINARY BUSINESS

There was no extraordinary business.

2. APOLOGIES

There were no apologies.

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

Ms Maynard acknowledged the passing of Lynda Odell-Hori who was a retired policewoman in the community.

Ms Maynard acknowledged the passing of Jenny Kershaw, who has worked as a volunteer in the community supporting our elders.

Mayor Beijen paid tribute to Brian Miller of the Martinborough area.

5. PUBLIC PARTICIPATION

There was no public participation.

6. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation.

DISCLAIMER

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7. MARTINBOROUGH COMMUNITY BOARD MINUTES

7.1 Martinborough Community Board Minutes – 24 February 2022

MCB RESOLVED (MCB 2022/10) that the minutes of the Martinborough Community Board meeting held on 24 February 2022 be confirmed as a true and correct record.

(Moved Ellims/Seconded Fenwick)

Carried

Ms Maynard noted that item 8.2, the Road Naming Report may have been brought forward to the board incorrectly and requested clarification.

8. DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF REPORTS

There were no decision reports from Chief Executive and Staff.

9. INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

9.1 Pain Farm Report

MCB RESOLVED (MCB 2022/11) to receive the Pain Farm Report.

(Moved Fenwick/Seconded Cr Colenso)

Carried

Members discussed items outlined in the report.

Members queried the necessity of fencing the waterways to exclude stock and discussed options for planting this area. Mr Neems noted a report would be presented at an upcoming meeting.

Mr Fenwick queried the location of the transfer station in proximity to the river and Mr Neems provided clarification on the water testing process.

Mr Neems provided an update on the repair of the shed and garage and provided a quote for the felling of damaged trees. Ms Maynard undertook providing approval for removal and members discussed options for use of the wood.

9.2 Income and Expenditure Report

MCB RESOLVED (MCB 2022/12):

1. To receive the Income and Expenditure Statement for the period ending 28 February 2022.

(Moved Cr Colenso/Seconded Cr Maynard)

Carried

2. To receive the Pain Farm Statement of Financial Performance for the period ending 31 December 2021.

(Moved Ellims/Seconded Fenwick)

Carried

Members discussed items outlined in the report and noted committed funds to be returned. Ms Maynard undertook following up with the Martinborough Community Garden on unused funds and members requested a report outlining options for alternative sites.

9.3 Action Items Report

MCB RESOLVED (MCB 2022/13) to receive the Action Items Report.

(Moved Fenwick/Seconded Cr Colenso)

Carried

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Members discussed open action items and noted further updates.
Mr Corbett and Ms Maynard undertook scheduling a workshop to discuss road safety in the ward.
Mr Fenwick provided an update on the historical information sign at Bidwill's Cutting and undertook presenting the draft to the Māori Standing Committee.
Mr Neems undertook removing the current signage.
Members queried a timeline for Action 626 and requested it be reopened.
Members queried the criteria of trees on the notable tree register and Mr Fenwick noted the omission of three large trees in Huangarua park.

9.4 Financial Assistance Accountability Report

MCB RESOLVED (MCB 2022/14) to receive the Financial Assistance Accountability Report.

(Moved Cr Colenso/Seconded Cr Maynard)

Carried

Members noted the number of outstanding grant accountability forms and undertook following up with community organizations. Members queried the potential for a review of the current Grants Policy to include the accountability form as a criteria for keeping the funds.

9.5 Officer's Report

MCB RESOLVED (MCB 2022/15) to receive the Officer's Report.

(Moved Ellims/Seconded Cr Maynard)

Carried

Members discussed items outlined in the Officer's Report including BBQs at coastal reserves and community pool usage.
Mr Langley provided an update on Hinekura Road and members queried the timeline for project completion. Mr Corbett noted the impact of Covid-19 and Cyclone Dovi on the program of work. Members queried the communication with the community and Mr Corbett undertook looking into providing more frequent updates.
Members requested clarification on the rates arrears in the Martinborough ward and requested that action 038 be reopened.

10. NOTICES OF MOTION

There were no notices of motion.

11. CHAIRPERSON REPORT

11.1 Chairperson Report

MCB RESOLVED (MCB 2022/16) to receive the Chairperson Report.

(Moved Fenwick/Seconded Ellims)

Carried

Ms Maynard spoke to items outlined in the Chairperson Report and noted that the board has offered their support to Wharekaka Rest Home as needed.
Mayor Beijen confirmed there would be community engagement as part of the Annual Plan process.

DISCLAIMER

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Mr Langley provided an update on the speed review and provided clarification. Mr Fenwick provided an update on the future of the Waihenga Bridge and members discussed collaborating with the Martinborough Business Association on the project.

Mayor Beijen provided an update on the Three Waters Reform and directed members to Council agenda for a comprehensive update.

12. MEMBER REPORTS

There were no member reports.

The meeting closed at 8.42pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

DISCLAIMER

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Minutes – 5 April 2022

Present: Mark Shepherd (Chair), Claire Bleakley, Jayson Tahinurua and Mike Gray, Cr Garrick Emms and Cr Colin Olds

In Attendance: Mayor Alex Beijen, Russell O’Leary (General Manager, Planning and Environment), Rick Mead (Manager, Environmental Services) and Kaitlyn Carmichael (Committee Advisor)

Also in Attendance: John Bushnell (Greytown Trails Trust)

Conduct of Business: The meeting was conducted in public in Kiwi Hall, 62 Bell Street, Featherston, between 7.00pm and 8.12pm.

1. EXTRAORDINARY BUSINESS

There was no extraordinary business.

2. APOLOGIES

There were no apologies.

3. CONFLICTS OF INTEREST

There were not conflicts of interest.

4. ACKNOWLEDGMENTS AND TRIBUTES

There were no acknowledgements and tributes.

5. PUBLIC PARTICIPATION

John Bushnell – Greytown Trails Trust

Mr Bushnell updated members on progress of the Tauherenikau trail and bridge project and provided an update on the concept and proposed location of the pou. Mr Bushnell thanked Council and the Board for their support on the project.

6. ACTIONS FROM PUBLIC PARTICIPATION

Ms Bleakley queried the impact of quarry traffic on the trail users. Mr O’Leary provided clarification on the process and undertook sending the Resource Management Act consent to the board.

7. FEATHERSTON COMMUNITY BOARD MINUTES – 22 FEBRUARY 2022

FCB RESOLVED (2022/12) that the minutes of the Featherston Community Board meeting held on 22 February 2022 be confirmed as a true and correct record.

(Moved Bleakley/Seconded Tahinurua)

Carried

DISCLAIMER

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8. **DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF**

There were no decision reports from the Chief Executive and Staff.

9. **INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF**

9.1 **Officer's Report**

FCB RESOLVED (FCB 2022/13) to receive the Officer's Report.

(Moved Shepherd/Seconded Cr Olds)

Carried

Members discussed the Featherston Waste Water treatment plant upgrade and questioned why the board has not been updated and actively involved in the process.

FCB NOTED:

Action 112: To request a report outlining the current status of the Featherston Waste Water Treatment Plant upgrade by the next board meeting, S Corbett.

Members discussed items outlined in the Officer's report and queried the delay in information presented. Mr O'Leary provided clarification on the report process and format.

Members queried the status of the dog pound and timeline for completion. Mr Mead and Mr O'Leary noted reasons for the delays and provided a project update.

9.2 **Action Items Report**

FCB RESOLVED (FCB 2022/14) to receive the Action Items Report.

(Moved Cr Olds/Seconded Bleakley)

Carried

Members discussed open action items and noted further updates.

Mr Shepherd provided an update on the status and location of Welcome to Featherston signs. Members queried the funding of the sign base and installation. Mayor Beijen undertook providing clarification on the available funds.

9.3 **Income and Expenditure Report**

FCB RESOLVED (FCB 2022/15) to receive the Income and Expenditure Report.

(Moved Cr Emms/Seconded Shepherd)

Carried

Members discussed items outlined in the report and the use of funds available in the beautification budget. Cr Olds noted there was a sum of money from the sale of Council land and the board undertook holding a workshop to discuss options for use.

Members queried the status of the St Teresa's School grant. Ms Carmichael undertook providing clarification.

9.4 **Financial Assistance Accountability Report**

FCB RESOLVED (FCB 2022/16) to receive the Financial Assistance Accountability Report.

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10. NOTICES OF MOTION

There were no notices of motion.

11. CHAIRPERSON REPORT

11.1 Chairperson Report

FCB RESOLVED (FCB 2022/17) to receive the Chairperson Report.

(Moved Bleakley/Seconded Cr Olds) Carried

Mr Shepherd spoke to items outlined in the Chairperson Report including: blocked drains during recent flooding; the use of the Covid-19 vaccine pass at Council venues; the Community Board Code of Conduct and graffiti in Featherston.

Members discussed options to support community members who are unable to mow their own berms.

12. ELECTED MEMBER REPORTS (INFORMATION)

There were no member reports.

13. REPORTS FROM YOUTH REPRESENTATIVES (INFORMATION)

There were no youth representative reports.

The meeting closed at 8.12pm.

Confirmed as a true and correct record

.....Chairperson

.....Date



FINANCE, AUDIT AND RISK COMMITTEE Minutes from 30 March 2022

Present: Councillors Leigh Hay (Chair), Pam Colenso, Garrick Emms, Brian Jephson Colin Olds, Brenda West, Mayor Alex Beijen and independent member Kit Nixon.

In Attendance: Harry Wilson (Chief Executive), Russell O’Leary (Group Manager Planning and Environment), Katrina Neems (General Manager Finance), Amanda Bradley (General Manager Policy and Governance), Charly Clarke (Finance Manager), Steph Frischknecht (Policy and Governance Advisor) and Amy Andersen (Committee Advisor).

Conduct of Business: Under the Red traffic light setting of the Covid-19 Protection Framework this meeting was held via video conference and live streamed to Council’s YouTube channel. All members participating via video conference count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.
The meeting was held in public under the above provisions from 12:31pm to 2:19 pm except where expressly noted.

Open Section

Public Announcement – Special thanks were given by Cr Leigh Hay, on behalf of the Finance Audit and Risk (FAR) Committee, to Katrina Neems, General Manager – Finance, following her resignation. Cr Hay made mention of Ms Neems’ ongoing support, knowledge and contributions to finance at South Wairarapa District Council over the past three years.

A1. Apologies

There were no apologies.

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There were no actions from public participation.

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A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/09):

1. That the minutes of the Finance, Audit and Risk Committee meeting held on 16 February 2022 are a true and correct record.
2. That the public excluded minutes of the Finance, Audit and Risk Committee meeting held on 16 February 2022 are a true and correct record.

(Moved Cr Colenso/Seconded Cr Olds)

Carried

B Information and Verbal Reports from Chief Executive and Staff

B1. Policy and Governance Report

Ms Bradley updated members on work to date overhauling the strategic risk register. Members queried timeframes regarding the delivery of the register and the template which will be used to manage this, which was confirmed to be an *all of Government* risk template to be used, framework and gaps analysis. Members also queried whether a new software programme would be sourced to manage the register. Ms Bradley, supported by Ms Neems, suggested this could be explored in the new financial year.

Members queried whether the Smokefree Policy will cover parks and reserves; Officers confirmed it would and the Committee would be kept up to date with changes/progress on all policies as they occur.

There was discussion on the residents' perception survey, including timeframes and online administration.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/10):

1. To receive the Policy and Governance Report.

(Moved Cr West/Seconded Cr Emms)

Carried

B2. Finance Report

Ms Neems spoke to matters in the report; key points being financial statements, operating surplus tracking, expenditure and investments. Members queried budgeted costs for Iwi recruitment and Ms Neems clarified funding for this. Mr Wilson provide commentary on the current work with Wellington Water, including the challenges in terms of the management of water supplies, the funding sources for reactive maintenance and the future ahead. Mr Wilson noted an Asset

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Management Plan will be completed to support ongoing work in this space. An exact timeframe on this is to be confirmed.

Mayor Beijen remarked on improvements in reports from Finance and Ms Neems indicated this would continue in future.

The meeting was adjourned at 1:30pm.

The meeting was reconvened at 1:40pm.

Supported by Mr Wilson, Ms Neems noted improvements in IT network security and there will be an Infrastructure Evaluation later this year to support ongoing work in this space.

Members queried whether a purchase of an electronic purchase order system could be made for and if would this fall into next year's budget. Ms Neems, supported by Ms Clarke, confirmed there are funds available and further investigation will be completed before committing to this.

Members also discussed items including the timings for land valuation, contracting of independent auditors (costs associated with this work) and Audit New Zealand's schedule for auditing local and central government organisations/departments.

Cr Jephson left the meeting at 2:09pm.

Ms Neems responded to queries about rates categorisation.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/11):

To receive the Finance Report.

(Moved Mayor Beijen/Seconded Cr Colenso)

Carried

B3. Action Items Report

Members requested Action 248 be reopened to review whether there is leeway for within the current contract in the context of a focus on waste minimisation and to understand the associated costs and noted any updates would be raised with the Assets & Services Committee.

Discussions on the direction of waste minimisation would be referred to the Assets and Services Committee.

Cr Hay offered support to Officers relating to Action 54 and providing a list of signs with accompanying photos to support the rebrand rollout project.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2021/12) to receive the Action Items Report.

(Moved Cr Colenso /Seconded Cr Emms)

Carried

The meeting closed at 2:19pm.

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

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Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

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ASSETS AND SERVICES COMMITTEE Minutes from 20 April 2022

Member's Present:	Councillors Brian Jephson (Chair), Garrick Emms, Alistair Plimmer and Mayor Alex Beijen.
Also in Attendance:	Councillors Colin Olds and Brenda West; and Ann Rainford (Greytown Community Board)
Staff In Attendance:	Harry Wilson (Chief Executive Officer), Siv Fjaerestad (Community Development Co-ordinator) and Amy Andersen (Committee Advisor). Wellington Water: Tonia Haskell, Linda Fairbrother, Gary O'Meara. Southern Cross Consultants Ltd: Simon Cartwright. Greater Wellington Regional Council: Josie Winters and David Boone.
Conduct of Business:	This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference. All members participating via audio-visual conference will count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting was live-streamed and is available to view on our YouTube channel . The meeting was held in public under the above provisions from 12:31pm to 3:08pm except where expressly noted.

Open Section

- A1. Apologies**
*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/13) to accept apologies from Cr Fox and Cr Maynard.
(Moved Mayor Beijen / Seconded Cr Emms)* Carried
- A2. Conflicts of Interest**
There were no conflicts of interest declared.
- A3. Public Participation**
There was no public participation.

DISCLAIMER

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A4. Actions from Public Participation

There was no public participation.

A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/14) that the minutes of the Assets and Services Committee meeting held on 9 March 2022 are a true and correct record.

(Moved Mayor Beijen /Seconded Cr Plimmer)

Carried

B Decision Reports

B1. Revised Wairarapa Rangatahi Strategy Review Approach

Mr Wilson gave an overview of the report; Ms Fjaerestad provided further background and detail on the revised approach, the vision and priorities of this strategy which is scheduled for completion by March 2023.

Ms Fjaerestad responded to members questions regarding co-design, funding, deliverables and timeframes.

Next steps were noted to be subject to the Council's approach, and a Terms of Reference is yet to be completed.

Mr Wilson clarified that no extra funding is required to support the proposed changes.

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/15) to:

1. Receive the Revised Wairarapa Rangatahi Strategy Review Approach Report.

(Moved Cr Plimmer /Seconded Cr Emms)

Carried

2. Approve revised approach to review and develop the Wairarapa Rangatahi Development Strategy.

(Moved Cr Emms /Seconded Mayor Beijen)

Carried

C Information and Verbal Reports from Chief Executive and Staff

C1. Partnership and Operations Rooding and Amenities

Mr Wilson provided an overview of the report.

Following feedback from members regarding the content of past reports, split into two sections and the Water Report is now separate.

Mr Wilson noted work on roading is being impacted by COVID-19, however, despite these issues, overall the team are making good progress on the work programme for the year.

In the Amenities space, Mr Wilson highlighted stock exclusion in relation to water races, to consider the approach to Council owned properties and how this will be managed in future. This would be further discussed in item C3.

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Page 2

Mr Wilson responded to members' questions regarding the roading budget, risk ratings and road safety, and progress on projects. Members also queried provisions for the safety of cyclists using Tauherenikau Bridge – Mr Wilson stated funding application to *Waka Kotahi* was made in March to support this work; awaiting decision.

There were also queries on funding for cycle path maintenance, emergency funding for minor events.

Mr Wilson provided update on the review of leases, the Greytown Pavillion upgrade and members sought clarification on roles and responsibilities for the Carkeek Observatory - Council are the lead agency.

Mr Wilson provided an update on the Greytown Wheels park. Members noted that engagement is underway and feedback from the community closes in May. Members queried whether a consent required for the park and if a public notification would be required. Mr Wilson clarified this would be known when further assessments have been carried out, completed on a case-by-case basis.

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/15) to receive the Partnership and Operations Amenities and Roading Officers' Report.

(Moved Cr Plimmer /Seconded Cr Jephson)

Carried

Action 161: Provide Greytown Community Board with progress update on changing facilities for sports teams – Mr Bryce Neems

Action 162: Provide Greytown Community Board with progress update on Bidwill's Cutting Road pedestrian crossing – Mr Tim Langley

C2. Partnership and Operations Water Report

Mr Wilson provided an overview of the report and made a correction on pg. 44 – costs of Featherston wastewater; land purchase, figure should read \$5,961,674. Mr Wilson commended Wellington Water Limited (WWL) on their contributions to the report.

Mr Wilson responded to queries in the report, supported by the WWL Team, including pipe repairs, budget updates and key projects.

Discussion held on Featherston Wastewater Treatment Plant (FWWTP) Disposal, the proposed options and trials; the short/long term consents which Council is working with WWL to obtain from Greater Wellington Regional Council (GRWC) to be compliant in operations.

Members expressed concerns about costs and timeframes to complete the work required; a need for further information before concepts were finalised, more transparency in discussions around the consents.

Mr Wilson clarified the risks, process for seeking/being granted consents from GRWC and options previously proposed to Council to address the issues at the

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FWWTP. The WWL Team provided further info about the trial, what can and cannot be achieved using the land, working to maximise the assets already there.

Mayor Beijen left the meeting at 2:05pm

The lack of water standards were queried and discussed. Members requested more consultation and transparency around the work being completed.

Mayor Beijen returned to the meeting at 2:09pm

Mr Cartwright presented a video showing an *MBBR - Moving Bed Bioreactor*. Members queried inflow and infiltration (I&I) and requested continued updates on the progress of the trials from WWL.

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/16) to receive the Water Report.

(Moved Mayor Beijen /Seconded Cr Plimmer)

Carried

C3. Water Races – Emerging Issues Report

Mr Boone provided background and overview of the report, outlining the key issues in relation to local water races and introduced Ms Winters who delivered the presentation.

Mr Boone responded to members questions on costs, grants/funding and offered to host a workshop to support further members understanding of the roll-out.

He also noted that GWRC will remain in touch with Mr Wilson and they are “raising the bar” in terms of expectations for farmers; landowners are responsible for their own land - the GWRC are there to help through the changes.

Cr Olds queried whether subcommittee members had been invited/informed of the presentation; it was confirmed this request had been actioned.

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/17) to:

1. Receive the Water Races – Emerging Issues Report.

(Moved Cr Emms /Seconded Cr Jephson)

Carried

2. Note the emerging regulatory requirements and potential change of ownership under the proposed three waters reform.

3. Agree to work with GWRC and stakeholders to implement the Water Races stock exclusion requirements.

(Moved Mayor Beijen / Seconded Cr Jephson)

Carried

C4. ECOREEF Cape Palliser Road Report

Mr Wilson responded to queries in report.

Members discussed the use of plants and trees at the site.

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/18) to receive the ECOREEF Cape Palliser Road Report.

(Moved Cr Emms /Seconded Cr Plimmer)

Carried

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C5. Action Items Report

Members discussed updates to open action items.

Mayor Beijen requested an update on action 484; information report to be provided at next meeting – Mr Wilson.

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2022/19) to receive the Action Items Report.

(Moved Cr Emms /Seconded Cr Plimmer)

Carried

Cr Jephson noted General Manager Finance, Katrina Neems is leaving the Council this week. He conveyed his thanks for her hard work at SWDC and best wishes for her new role.

The meeting closed at 3:08pm.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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PLANNING AND REGULATORY COMMITTEE

Minutes from 20 April 2022

- Members present:** Councillors Colin Olds (Chair), Brenda West, Leigh Hay, and Mayor Alex Beijen.
- Also in attendance:** Councillor Brian Jephson (from 10:20am).
- Staff in attendance:** Harry Wilson (Chief Executive Officer), Russell O’Leary (Group Manager Planning and Environment), Rick Mead (Environmental Services Manager), Fester Caramto (Environmental Health Officer), Mélanie Barthe (Climate Change Advisor) and Amy Andersen (Committee Advisor).
- Conduct of Business:** This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10:00am. All members participating via audio-visual conference count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting was live-streamed and is available to view on our [YouTube channel](#). The meeting was held in public under the above provisions from 10:00am to 10:41am except where expressly noted.
- The meeting was adjourned at 10:41am due to lack of quorum.
-

Open Section

*PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2022/09) that Cr Olds would Chair the meeting.
(Moved Cr Hay / Seconded Mayor Beijen) Carried*

A1. Apologies

*PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2022/10) to accept apologies from Cr Colenso and Cr Fox.
(Moved Cr Olds / Seconded Cr Hay) Carried*

A2. Conflicts of Interest

There were no conflicts of interest declared.

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A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There was no public participation.

A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2022/11) that the minutes of the Planning and Regulatory Committee meeting held on 9 March 2022 are a true and correct record.

(Moved Mayor Beijen / Seconded Cr Hay)

Carried

B. Decision Reports

There were no decision reports.

C. Information Reports

C1. Planning and Environment Group Report

Mr O'Leary spoke to matters outlined in the report. In particular, Mr O'Leary highlighted the volume of planning and building consents, linkages of the spatial plan to the Wairarapa Combined District Plan, and engagement on the Featherston Masterplan.

Environmental Health Officer, Mr Caramto was welcomed at the meeting, noting the key functions of the role to support work at Council.

Mr O'Leary responded to members' questions about growth assumption numbers, planning for commercial and industrial elements, as well as activation of Featherston Main Street. Mr O'Leary noted options can be presented to Council for further input and decision-making; and that these key topics have been addressed separately in the Wairarapa Combined District Plan which is in draft. Mr O'Leary informed there will be a period of consultation and new councillors will be brought up to speed after the election in October 2022. Cr Hay suggested further promotion of the plan's website to promote this plan in Wairarapa sub magazines, e.g., Greytown Grapevine: <https://www.wairarapaplan.co.nz/>

Mr Mead supported by Mr O'Leary and Mr Wilson responded to members' questions in relation to the dog pound, including the long-term security of the

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Page 2

Featherston Golf Course land given the Three Waters Reforms and any Council resolution requirements to allow the site to be utilised for a dog pound.

Mr Mead provided further information on timelines, materials required, and context around the need for this facility and recent dog impound trends.

PLANNING AND REGULATORY RESOLVED (P&R2022/12) to receive the Planning and Environment Group Report.

(Moved Cr Hay / Seconded Cr West)

Carried

Cr West stated she needed to leave the meeting at 10:45am. Following her departure, there would be a lack of quorum. Members present: Mayor Beijen, Cr Olds, Cr Hay, Cr West.

PLANNING AND REGULATORY RESOLVED (P&R2022/13) to adjourn the meeting due to lack of quorum.

(Moved Mayor Beijen / Seconded Cr Hay)

Carried

The meeting was adjourned at 10:41am.

Noted: Remaining items (as below) will be discussed at the next ordinary meeting, unless the Chairperson sets an earlier meeting and this is notified by the Chief Executive Officer:

- C1. Planning and Environment Group Report (from Section 2 - Service Levels)
- C2. Climate Change Report
- C3. Action Items Report.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

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CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE

Minutes from 13 April 2022

Present:	Mayor Alex Beijen (Chair), Councillors Garrick Emms, Leigh Hay, Pip Maynard, and Alistair Plimmer.
Non-Member Participation:	Councillors Pam Colenso (until 10:03am) and Brenda West (from 10:01am).
In Attendance:	Harry Wilson (Chief Executive Officer), Amy Andersen (Committee Advisor)
Conduct of Business:	<p>Due to COVID 19 Red Traffic Light setting, this meeting was held in person and via video conference. All members participating via video conference count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. The meeting was live-streamed, and a video recording was made available shortly following the meeting on Council's website.</p> <p>The meeting was held in in public under the above provisions from 10:00am to 10:26am expect where expressly noted.</p>

Open Section

A1. Apologies

There were no apologies.

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There were no actions from public participation.

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

A5. Minutes for Confirmation

CEO REVIEW COMMITTEE RESOLVED (CEO2022/01) to confirm that the CEO Review Committee minutes from the meeting held 25 August 2022 are a true and correct record.

(Moved Cr Hay/Seconded Cr Emms)

Carried

B. Public Excluded

CEO REVIEW COMMITTEE RESOLVED (CEO2022/02) that the public be excluded from the following part of the meeting.

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

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Confirmation of Public Excluded Minutes 25 August 2021	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)
Report on Chief Executive Six Month Review April 2022	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)
South Wairarapa Chief Executive Performance Agreement 2021-2022	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
a) to protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)

(Moved Cr Maynard/Seconded Cr Hay)

Carried

The meeting closed at 10:26am.

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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SOUTH WAIRARAPA DISTRICT COUNCIL

18 MAY 2022

AGENDA ITEM B2

RECOMMENDATIONS FROM FINANCE, AUDIT AND RISK COMMITTEE

Purpose of Report

To provide an opportunity for members to consider recommendations received from the Finance, Audit and Risk Committee.

Recommendations

Officers recommend that the Council:

1. *Receive the Recommendations from Finance, Audit and Risk Committee Report.*
2. *That the following recommendation from the Finance, Audit and Risk Committee be considered:*

Recommendations from Finance, Audit and Risk Committee	Resolution Number
2. Recommend to Council that the additional capital expenditure be funded through the depreciation reserve.	FAR2022/15

1. Background

The reports to the Finance, Audit and Risk Committee meeting relating to the recommendations in this report can be found here: [Finance, Audit and Risk Committee Agenda](#)

The report relating to recommendation (FAR2022/15), was considered by the Finance, Audit and Risk Committee at their meeting on the 11 May 2022. Item B1 Funding for Reprioritised Capital from Fiscal Stimulus Report.

Contact Officer: Charly Clark, Finance Manager

Reviewed By: Harry Wilson, Chief Executive Officer

AGENDA ITEM B3

RECOMMENDATIONS FROM WAIRARAPA LIBRARY SERVICE
JOINT COMMITTEE

Purpose of Report

To provide an opportunity for members to consider recommendations received from the Wairarapa Library Service Joint Committee.

Recommendations

Officers recommend that the Council:

1. *Receive the Recommendations from Wairarapa Library Service Joint Committee Report.*
2. *That the following recommendation from the Wairarapa Library Service Joint Committee be considered:*

Recommendations from Wairarapa Library Service Joint Committee

That the Committee:

2. Endorses the change in opening hours across WLS branches as soon as practicable.
3. Tables the change with the respective full Councils for inclusion in the 2022/23 Annual Planning process.

1. Background

The reports to the Wairarapa Library Service Joint Committee meeting relating to the recommendations in this report can be found here: [Wairarapa Library Service Joint Committee Agenda](#)

The report relating to the recommendation was considered by the Wairarapa Library Service Joint Committee at their meeting on the 16 February 2022.

Council should note that the Wairarapa Library Services Joint Committee have endorsed this change as there is no financial impact.

2. Appendices

Appendix 1 – Minutes of Wairarapa Library Service Joint Committee meeting 16 February 2022

Contact Officer: Amy Andersen, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

**Appendix 1 – Minutes of Wairarapa
Library Service Joint Committee
meeting 16 February 2022**

**MINUTES OF THE WAIRARAPA LIBRARY SERVICE JOINT COUNCILS COMMITTEE
HELD BY VIDEOCONFERENCE ON WEDNESDAY, 16 FEBRUARY 2022 AT 2 PM**

PRESENT: Cr Pam Colenso, Cr Steve Cretney, Cr Leigh Hay, Cr Dale Williams
IN ATTENDANCE: Glenda Seville (Community Services and Facilities Manager, CDC), Annette Beattie (Library Services Manager), Stefan Corbett (Group Manager, Partnerships & Operations, SWDC), Robyn Blue (Democratic Services Officer, CDC)

1 KARAKIA TIMATANGA

The meeting was opened with a karakia led by Cr S Cretney.

2 APOLOGIES

MOVED

That apologies be received from Glenda Seville (Community Services and Facilities Manager, CDC) and Stefan Corbett (Group Manager, Partnerships & Operations, SWDC).

Cr P Colenso / Cr Leigh Hay

CARRIED

3 CONFLICTS OF INTERESTS DECLARATION

There were no conflicts on interest declared.

4 PUBLIC FORUM

There was no public forum.

5 CONFIRMATION OF THE MINUTES

5.1 MINUTES OF THE WAIRARAPA LIBRARY SERVICE JOINT COUNCILS COMMITTEE MEETING HELD ON 24 NOVEMBER 2021

MOVED

1. That the minutes of the Wairarapa Library Service Joint Councils Committee Meeting held on 24 November 2021 are true and correct.

Cr D Williams / Cr Leigh Hay

CARRIED

6 REPORTS

6.1 WAIRARAPA LIBRARY SERVICE ACTIVITY REPORT

1. PURPOSE

To update the Committee on the progress and activities of the Wairarapa Library Service (WLS) for the quarter October 2021- Dec 2021 inclusive.

NOTED

- The quarter October 2021 to December 2021 had been particularly busy with the changeover of the library management system, website, social media, and the smartphone application, and re-registration of all library members as they came in.
- There was high use of libraries by members of the public getting a COVID-19 vaccine certificate.
- The service is now planning for the anticipated Omicron outbreak and will be offering more distance services.
 - A click and collect library service started on 20 December 2021
 - Homelink Service (currently only in Carterton) will be extended to the other libraries. This involves members of the public identifying their reading preferences and books being delivered every three weeks, based on their profile.
 - Offering eBooks, eMagazines, and online programme delivery
- NZLPP contracts finish on 30th June 2022, consequently 6 FTE roles will finish.
- The WLS has a memorandum of understanding with Recycle a Device (RAD), an initiative which matches those who need a laptop with a donated and refurbished device. There are many good quality devices that are no longer needed in our communities. RAD teaches high school students in-demand tech engineering skills to refurbish the laptops, and then work with community groups to get them into the hands of ākonga (students) and rangatahi (young people) who need them. WLS is working with Kuranui College to get this off the ground in our districts. Laptops that are less than 10 years old and have a charger, are the requested technology. <https://recycleadevice.nz/> .

ACTION: Annette to send information on the scheme to Pam, so she can advise other SWDC councillors.

MOVED

That the Committee:

1. **Receives** the Wairarapa Library Service Activity Report.

Cr L Hay / Cr S Cretney

CARRIED

6.2 WAIRARAPA LIBRARY SERVICE POLICY REPORT - FUNDS DONATION**1. PURPOSE**

For the Committee to review and approve an updated funds donation policy.

MOVED

That the Committee:

1. **Receives** the Wairarapa Library Service Funds donation, sponsorship, and fundraising policy.
2. **Notes** that the process and procedures of WLS will be updated to reflect the policy.
3. **Adopts** the proposed Funds, donation, sponsorship, and fundraising policy.

Cr P Colenso / Cr D Williams

CARRIED**6.3 SATURDAY OPENING HOURS****1. PURPOSE**

Request for an amendment in Saturday opening hours to better fit public demand and staff resourcing from 1 July 2022.

MOVED

That the Committee:

1. **Receives** the report.
2. **Endorses** the change in opening hours across WLS branches as soon as practicable.
3. **Tables** the change with the respective full Councils for inclusion in the 2022/23 Annual Planning process.

Cr L Hay / Cr S Cretney

CARRIED**7 KARAKIA WHAKAMUTUNGA**

The meeting was closed with a karakia led by Cr D Williams.

The meeting closed at 2.35 pm

Minutes confirmed: Phil Colenso

Date: 11/5/22

AGENDA ITEM C1

**APPOINTMENT TO THE WAIRARAPA POLICY WORKING GROUP
FOR THE WAIRARAPA LOCAL ALCOHOL POLICY REVIEW**

Purpose of Report

To seek an appointment decision from Council for on the Wairarapa Policy Working Group for the purposes of the Wairarapa Local Alcohol Policy Review

Recommendations

Officers recommend that Council:

1. *Receive the Appointment to the Wairarapa Policy Working Group for the Wairarapa Local Alcohol Policy Review Report*
2. *Notes Cr Plimmer has voluntarily stepped down as the SWDC representative on the Wairarapa Policy Working Group for the purposes of the Wairarapa Local Alcohol Policy Review.*
3. *Considers appointing a councillor to the Wairarapa Policy Working Group for the purposes of the Wairarapa Local Alcohol Policy Review.*

1. Background

Schedule 7 of the Local Government Act 2002 (LGA) provides for local authorities to hold the meetings that are necessary for the good government of the region or district (clause 19); to appoint the committees, subcommittees, and other subordinate decision-making bodies that it considers appropriate, including joint committees with other local authorities (clause 30).

Council are being asked to make a replacement appointment to the Wairarapa Policy Working Group (WPWG) for the purposes of the Wairarapa Local Alcohol Policy (LAP) Review.

2. Discussion

2.1 Wairarapa Policy Working Group

On 20 November 2019, Council resolved to appoint Cr Emms and Cr Plimmer to the WPWG. This is a cross-council working group with South Wairarapa, Masterton and Carterton District Councils.

On 23 February 2022, Council resolved to delegate responsibility to the WPWG to support the review of the Wairarapa Local Alcohol Policy and make recommendations back to the three Wairarapa District Councils. Details of the review are outlined in the report to Council available [here](#) (pages 50-73).

The WPWG is expected to have its first meeting to discuss the LAP review on Thursday 2 June.

On 13 April 2022, Cr Plimmer notified officers of his intention to voluntarily step down from the WPWG for the purposes of the LAP review to avoid a possible suggestion of a conflict of interest. Cr Plimmer will retain his membership on the group for other purposes.

3. Conclusion

Council is asked to consider making a new councillor appointment to the WPWG for the purposes of the LAP review.

Prepared by: Steph Frischknecht, Policy and Governance Advisor

Reviewed by: Amanda Bradley, General Manager, Policy and Governance

AGENDA ITEM C2

ELECTIONS 2022 - ORDER OF CANDIDATES ON VOTING FORMS REPORT

Purpose of Report

For the Council to determine the order of candidates' names on voting papers in the 2022 elections Recommendations.

Officers recommend that the Council:

1. *Receive the Elections 2022 – Order of Candidates on Voting Forms Report.*
2. *Agrees that, in accordance with clause 31 of the Local Electoral Regulations 2001, the method of ordering the names of candidates on the 2022 voting papers will be random, and for any subsequent by-election in the next triennium 2022-2025.*

1. Executive Summary

Processes for the 2022 Local Authority triennial elections are currently being put in place. One action is that Council can determine the order of candidates' names on voting papers.

If Council does not make a decision on this, alphabetical order will be used.

2. Options

There are three options available (in no order of preference):

- Alphabetical—candidates are listed in alphabetical order by surname
- Random order— the candidates' names are randomly ordered
- Pseudo-random—the names of candidates are randomly selected once, and this order is applied to all voting papers.

The advice received from the CDC Electoral Officer based at electionz.com is that there is no evidence that the order of names has an influence on the result, particularly where there is a large number of voters. However, there is a strong perception among voters that random order is fairer to all candidates.

In the last two elections (2016 and 2019) Council resolved to have candidates' names shown on electoral documents in random order.

Nationally, a majority of councils used random order in 2019 - refer to the table below.

Order of candidates' names used by Councils on voting papers

Order	2016	2019
Random	43%	57%
Alphabetical	48%	33%
Pseudo-random	9%	10%

3. Considerations

3.1 Climate change

N/A.

3.2 Tangata whenua

N/A.

3.3 Financial impact

N/A.

3.4 Community Engagement requirements

N/A.

3.5 Risks

The public may perceive that alphabetical order favours candidates at the top of the list, and that random voting is fairer.

Contact Officer: Amanda Bradley, General Manager Policy and Governance

Reviewed By: Harry Wilson, Chief Executive Officer

AGENDA ITEM D1

WAIRARAPA DESTINATION MANAGEMENT PLAN REPORT

Purpose of Report

To present the Council with updates

Recommendations

Officers recommend that the Council:

1. *Receive the Wairarapa Destination Management Plan Report*
2. *Endorse the Wairarapa Destination Management Plan.*

1. Executive Summary

Please refer to Appendix 1 and 2.

2. Appendices

Appendix 1: Wairarapa Destination Management Plan – Background Paper

Appendix 2: Wairarapa Destination Management Plan Presentation

Contact Officer: Amanda Bradley, General Manager Policy & Governance

Reviewed By: Harry Wilson, Chief Executive Officer

Appendix 1 – Wairarapa Destination Management Plan – Background Paper

Wairarapa Destination Management Plan

DESTINATION MANAGEMENT

Destination Management brings together different stakeholders to achieve the common goal of developing a well-managed, sustainable visitor destination. It is an ongoing process that requires destinations to plan for the future and considers the social, economic, cultural and environmental risks and opportunities.

Adopting a Destination Management approach enables communities and destinations to respond to changing conditions and determine the type of tourism they would like to have and the benefits they would like to receive, taking an active role in managing these.

Every region is different, with unique attributes, assets, challenges, and opportunities. There is no 'one-size-fits-all' approach to Destination Management.

Nationally, COVID-19 has left communities and tourism industries in ruins as operators and regional authorities scramble to correct the economic imbalance of losing international tourists, and the inevitable hardships faced during lockdowns. Interestingly however, the Wairarapa region has not fared as badly as others, in fact it has been quite the opposite.

The Strategic Tourism Assets Protection Programme (STAPP) funding offered by central government in 2020 has enabled all Regional Tourism Organisation (RTO's) in New Zealand - including Destination Wairarapa, to embark on a Destination Management approach for their regions.

WAIRARAPA DESTINATION MANAGEMENT PLAN

Consider a lighthouse. It stands high on a coastline, shining its protective light to guide ships safely into harbour so visitors might enjoy the comforts of the destination it supports. It plays the role of a navigational aid allowing ships to find land, it is the beacon that draws people to a destination, the compass point that tells the traveller they are heading in the right direction, and it lights the way to make people aware that land is near.

The destination management plan for the Wairarapa is designed to work in a similar way, to ensure that the Wairarapa region is governed to enable effective destination management and ensure strong positive visitor economy growth. For a sustainable future, that growth must be resilient and provide social, cultural, environmental, and economic benefits to the broader community.

The appeal of the Wairarapa as a destination is embedded in the natural assets and the stories that can be told that breathe life into the surrounding landscapes. Add to this the unique villages scattered through the region, and the strength of primary industries and paddock to plate producers and you have a destination with its own identity. One that

offers visitors an opportunity to unplug, relax and engage with locals in a multitude of different ways.

The Wairarapa Destination Management Plan is not a plan for Destination Wairarapa. It is a plan for the whole region.

In order for the visitor economy to grow and the desired aspirations be achieved, strong leadership and the right roles, resources and representation need to be present. The leaders within the region will hold the values compass for the region and will ensure that the actions outlined are achieved with the aim of providing positive impact and benefit back into the community.

The natural place for the Wairarapa Destination Management Plan to sit is under the governance of the WEDS framework.

The creation of the Wairarapa Destination Management Plan DMP was a 12-month process of regionwide consultation combined with extensive research from Colmar Brunton to understand demand.

NEXT STEPS

To date both the Masterton District Council and the Carterton District Council have received and endorsed the Wairarapa Destination Management Plan.

After the South Wairarapa District Council has also received and endorsed the Wairarapa Destination Management Plan (DMP), it will go to the Combined Council meeting where it is anticipated it will be adopted.

Once this has occurred and WEDS formally agrees to govern the Wairarapa DMP, it opens the door for all Stakeholders involved in some aspect of tourism to start working collaboratively to develop action plans, identify funding and allocate responsibility to achieve the strategic objectives identified in the plan.

STRATEGIC CONTEXT

The Wairarapa Destination Management plan will help form the development of the Greater Wellington Region Destination Management Plan. This document will then in turn help form the Wellington Regional Investment Plan – a tool the region hopes will unlock Central Government funding.

In addition, only regions that actively are engaged in a destination management approach to their region will be able to apply for any funding that results from the re-establishment of the International Visitor Conservation and Tourism Levy.

To view and download the Wairarapa Destination Management Plan, please following this link.

https://wairarapanz.com/sites/default/files/image_library/PDF/FINAL%20Wairarapa%20Destination%20Management%20Plan%2020211011%20KRK-compressed%20%283%29%20%281%29_compressed.pdf

Appendix 2: Wairarapa Destination Management Plan – Presentation



GUIDING THE WAY TO A SUSTAINABLE FUTURE

A Destination Management Plan for Wairarapa

OCTOBER 2021



This Wairarapa Destination Management Plan was prepared by TRC Tourism for Destination Wairarapa.

Disclaimer

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E ngā iwi, e ngā reo, e ngā karangaranga maha o tātou, tēnei te mihi atu ki a koutou katoa.
Etika ana hei poroporaki i a rātou mā. Me pēnei ake te kōrero, tukuna rātou kia okioki i runga te moenga roa.
Āpiti hono, tātai hono, rātou ngā mate katoa ki a rātou,
Āpiti hono tātou hono, tātou te hunga ora ki a tātou mā,
Tēnā koutou katoa

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Executive Summary

“Through one lighthouse, you guide many ships”

author, Lisa Wingate

Consider a lighthouse.

It stands high on a coastline, shining its protective light to guide ships safely into harbour so visitors might enjoy the comforts of the destination it supports. It plays the role of a navigational aid allowing ships to find land, it is the beacon that draws people to a destination, the compass point that tells the traveller they are heading in the right direction, and it lights the way to make people aware that land is near.

This destination management plan for the Wairarapa is designed to work in a similar way, to ensure that the Wairarapa region is governed to enable effective destination management and ensure strong positive visitor economy growth. For a sustainable future, that growth must be resilient and provide social, cultural, environmental, and economic benefits to the broader community.

The appeal of the Wairarapa as a destination is embedded in the natural assets and the stories that can be told that breathe life into the surrounding landscapes. Add to this the unique villages scattered through the region, and the strength of primary industries and paddock to plate producers and you have a destination with its own identity. One that offers visitors an opportunity to unplug, relax and engage with locals in a multitude of different ways.



STRATEGIC PRIORITIES

Vision

Wairarapa, a well-established, year-round destination where visitors are encouraged to discover the region's hidden gems that leave them wanting more.

Goal

Grow the value of the visitor economy for the Wairarapa that is compatible with the lifestyle, environment and culture of the region.

Strategic Priorities

1

Effective Navigation
Enabling Destination Management

3

Enhance the Beacon
Empowering Destination Development

2

Chart the Course
Leading Environmental Regeneration

4

Light the way
Unlocking Destination Marketing



The Wairarapa Destination Management Plan works to ensure that growth in the visitor economy is aligned with the wellbeing pillars of social, cultural, environmental and economic benefit. In doing so, each of the priorities outlined below is designed to maximise the benefit of the visitor economy to the broader community. Each priority will have a range of key actions beneath it to assist in achieving each.

Priority 1.	Priority 2.	Priority 3.	Priority 4.
EFFECTIVE NAVIGATION	ENHANCE THE BEACON	CHART THE COURSE	LIGHT THE WAY
Enabling Destination Management	Empowering Destination Development	Leading Environmental Regeneration	Unlocking Destination Marketing
<p>In order for the visitor economy to grow and the desired aspirations to be achieved, strong leadership and the right roles, resources and representation need to be present. The leaders within the sector will hold the values compass for the industry and will ensure that the actions outlined are achieved with the aim of providing positive impact and benefit back into the community. As a region, Wairarapa must determine what success looks like into the future and how stakeholders can collectively achieve that success.</p>	<p>The experiences within any region act like a beacon to potential visitors looking for destinations that would resonate with who they are and how they travel. For Wairarapa there are many opportunities for visitors to engage with the villages and natural assets within the region.</p> <p>There is a lack of quality paid experiences that allow visitors to engage with these natural assets in an authentic and real way. For the aspirations articulated by the community to be achieved, work needs to be done to develop commercial experiences that connect visitors with the people and place of the Wairarapa.</p>	<p>Perhaps one of the strongest shared aspirations within the community was the desire to ensure that development and growth within the region did not come at the expense of the environment itself. While councils within the region are working on strategic imperatives to assist with this, the industry and visitors to the region have a role to play.</p> <p>Tourism brands with purpose help to connect visitors with environmental regeneration programmes that provide positive benefits into the community. As an industry and a destination there is an opportunity to lead environmental regeneration for the community.</p>	<p>Through the research and data analysed during the development of this Destination Management Plan, it became clear that there is a lack of awareness with regards to all that the Wairarapa has to offer. As the destination develops experiences that connect the natural and cultural assets within the region, there will be a need to market these experiences and build the awareness of the destination.</p>

Destination Wairarapa

BACKGROUND CONTEXT

Historically, tourism as a sector within the Wairarapa has not been seen as a priority by local government authorities. Since the establishment in 2007 of the Wellington Regional Economic Development Agency, now known as WellingtonNZ, destination marketing has been the only tourism activity resourced for the region through the local Regional Tourism Organisation, Destination Wairarapa Inc (DW).

The integral areas of destination management, experience development and business capability for the sector has been woefully neglected. This is evident in the lack of paid experiences available throughout the region, the vulnerable nature of the events sector, the low level of capability among current tourism operators, the lack of Māori tourism offerings, no regional branding and low awareness of the region as a destination beyond the regions adjacent to the Wairarapa.

An assessment of the Wairarapa economy was undertaken in 2018 with the assistance of the Provisional Growth Funding (PGF) provided by central government. An outcome of this assessment was the development of the Wairarapa Economic Development Strategy (WEDS) that identified tourism as part of a suite of important economic enablers for the region.

A governance group of key stakeholders with an independent Chair was put in place to administer to the strategy. Despite the recognition of tourism as an economic enabler for the region within the strategy, the initial focus for this group has been primarily on the delivery of key outcomes associated with water, connectivity, and workforce development.

The global disruptor COVID-19, and the subsequent funding provided by central government to assist with tourism recovery nationwide, triggered a closer look at the industry for the region. The WEDS governance group were aware that destination marketing delivery and the economic development and benefits for the broader community were not optimised for the region, and called for a structure and leadership review.

Despite the geographical size of the region, the population base for the Wairarapa is comparatively small. During these times of stress and upheaval, focus must turn to the immediate needs of the community and the regions leaders who make up the bulk of the WEDS governance group had to priorities their areas of attention. This meant that solving the tourism and economic development structural challenge was put on hold.

Nationally, COVID-19 has left communities and tourism industries in ruins as operators and regional authorities scramble to correct the economic imbalance of losing international tourists, and the inevitable hardships faced during lockdowns. Due to the relatively undeveloped tourism sector within the Wairarapa, the region did not fare as badly as others, in fact it was the opposite. The mix of wide-open spaces, village charms, wild rugged coastlines, room to breathe, stellar food and wine, and a lack of broader awareness of the region beyond neighbouring regions, saw Wairarapa perform above national norms post the April/May 2020 lockdown. Visitors flocked into the region and described it as a 'hidden gem'.

In fact, it was the tourism and agricultural sectors that helped to float the Wairarapa economy in 2020. An additional positive from this is that the community are paying more attention to the tourism sector, and seeking to better understand the benefits it might provide.

The Strategic Tourism Assets Protection Programme (STAPP) offered by central government has enabled Destination Wairarapa to embark on a Destination Management Approach for the Wairarapa. This involves working collaboratively with all key stakeholders in the region, and there is a renewed sense of positive energy to work towards achieving stronger social, environmental, cultural and economic wellbeing for the community, using tourism as the enabler and mechanism to do so.

DEFINING THE DESTINATION

Wairarapa is a special part of New Zealand. It's rural, but with towns that are increasingly vibrant and thriving local communities. Its economy is underpinned by primary production but is increasingly urban. Close to metropolitan Wellington, yet far enough away to have its own identity. Temperate, yet it experiences sufficient seasonal fluctuations to give it texture and variation. Within the region are distinctive areas such as the Martinborough wine region, the close-knit rural community of Gladstone, historic Featherston, the bustling boutique town of Greytown and the rural service centres of Carterton and Masterton, together with picturesque and quirky coastal settlements such as Lake Ferry, Ngawi and Castlepoint. Wairarapa is a region of contrasts all within an easily accessible geographic area.

The key point of difference is the "lifestyle" character of the Wairarapa experience – an eco-friendly, regenerative destination with strong and genuine connections to iwi is the aspiration of the people who live here. It is compact, accessible and with a range of good quality experiences (boutique retail, vineyards, walking and cycling, wild coastline).

The lifeblood of the visitor sector in Wairarapa are Wellingtonians and, more broadly, domestic visitors. It is a great place to spend time. It is a lifestyle destination, is known for its events with several hero destinations, Martinborough, Cape Palliser and Castlepoint, so appealing people would choose to visit Wairarapa, for a day or weekend, just to experience them. It is the repeat, year-round business from Wellington that is the foundation market on which to build. International traffic is small but increasing and is expected to grow significantly once COVID restrictions are lifted.



Community Aspirations

Capturing the aspirations of a community is a collaborative process that gives the people who work, live, play and visit within a destination the opportunity to have their say about what they would like their future to look like. This plan, and the collaborative process used to gain data and information, takes into account the perspectives of iwi, key stakeholders, industry, visitors to the destination, and the broader community into consideration.



SOCIAL WELLBEING

- Increased employment
- Bring whanau home
- A multigenerational approach
- Enable employment
- Positive social licence maintained
- Family friendly experiences.

CULTURAL WELLBEING

- Māori stories to connect People and place
- Rangatahi knowledge
- Early European history and heritage
- Environmental heritage.

ENVIRONMENTAL WELLBEING

- Environmental regeneration programmes
- Water quality
- Air quality
- Revitalisation of Wairarapa moana.

ECONOMIC WELLBEING

- Maximise economic benefit from Tourism
- Cross sector collaboration
- Future proof transport
- People invested in their communities
- Sector Investment encouraged and supported.

SOCIAL WELLBEING

Improving the social wellbeing of communities enables people and whanau to live their best lives, the ones they aspire to, including both the material aspects associated with living and the quality of life itself. Connection to one another is a key driver of wellbeing and was a common theme during the development of this plan.

Increased Employment: Increased employment opportunities with living wage as a minimum, and defined pathways to career development was a strong aspiration shared by many who were consulted. There are a diverse range of industries and sectors within the Wairarapa, and there was a general feeling that as these sectors grow and strengthen, strong employment opportunities will grow with them. Iwi identified this as an enabler to achieve their largest aspiration of providing opportunities that will bring people home.

Bring Whanau Home: A strong aspiration from mana whenua in the region mirrored that of many other iwi around Aotearoa, to create opportunities that would bring whanau home. People leave the region for education, employment or life opportunities, and iwi view tourism and the potential for increased employment opportunities as a chance for whanau to return home. Many older iwi members would like to see Māori communities and marae return to the thriving environments they once were.

A Multigenerational Approach: Focus should be on what needs to be done now, to ensure strength into the future, concentrating on projects that would provide benefits across future generations. This would involve working to ensure that opportunities that are explored are sustainable, and that regenerative programmes implemented would offer strong benefits for our children, and our children's children.

Enable Employment: In the future, there is a shared desire to ensure that there would be pathways that would enable employment within the region. This would involve working with employers to ensure that development and training pathways were implemented for staff, and that there were adequate education and training pathways available to ensure appropriate training of staff.

Positive Social Licence Maintained: Positive social licence for tourism is part of the fabric of the region, and this needs to be encouraged and maintained. There is also a need to ensure acceptance across the community that the region can accommodate additional visitors provided their interests and activities aligned with the current social, cultural and economic aspirations of the region.

Family Friendly Experiences: It is widely accepted that there are a number of activities and experiences within the region that would appeal to couples and adults visiting the region, but that there is a lack of activities and experiences for young families. Development of experiences that would appeal to travelling families would also provide benefit to locals throughout the region at the same time

CULTURAL WELLBEING

The connection and strength that communities enjoy through participating in recreation, creative and cultural activities help to increase the cultural wellbeing of those that live there. This encourages the freedom to retain, interpret and express art, history, heritage and traditions that build connections throughout the region. These expressions can also be compelling reasons for visitors to come to the Wairarapa and stay longer in order to engage with them.

Māori Stories to Connect People and Place: Māori are storytellers and hold the knowledge to bring the history of the region to life. These stories could connect natural assets of significance throughout the region and provide a different journey pathway through the region. There is a strong shared aspiration throughout the community to see more experiences throughout the region that allow locals and visitors to hear the stories and engage with the storytellers.

Rangatahi Knowledge: There was a shared aspiration among iwi for Rangatahi to have access to learning the stories from those who hold them. This was not just so that there are employment opportunities within potential tourism entities into the future, but also to ensure these stories are not lost. The handing down of these stories and traditions are vital to ensure that future generations will know who they are and where they come from.

Early European History and Heritage: The southern Wairarapa was one of the earliest parts of the North Island settled in the 1840s. The villages each have histories and stories to tell of how early European settlers thrived within the region. Visitors would find these stories compelling, and they would help to cement the unique aspects of the villages.

Environmental Heritage: The places, buildings and precincts throughout the region add to the overall unique nature of Wairarapa. There are buildings of significant heritage and stunning Victorian cottages throughout the region, and work is being done to protect the heritage precincts that have been identified.

ENVIRONMENTAL WELLBEING

The natural environments that we enjoy and engage with have a positive influence on the wellbeing of communities. It is widely accepted that natural environments and access to them are major motivators for visitors to choose one destination over another. For the Wairarapa, it was widely accepted that the natural environments, and the cultural interpretation that bring them to life can deliver significant economic benefits, and therefore there was a shared expectation that throughout the development of the region as a visitor destination, the environment would be supported and protected.

Environmental Regeneration Programmes: A strong interest exists throughout the community in ensuring that tourism and visitors contributed to the environmental quality of the region and ideally, contributed to enhancement and restoration of aspect of the region. Environmental regeneration initiatives enable the opportunity for visitors to either contribute to the programme financially or provide physical assistance as part of the visitor's experience.

Water Quality: The Wairarapa has many inland water ways and coastlines. These environments are important to the district for many reasons, and there is a shared aspiration throughout the community to ensure that the quality and supply of potable water remains high and sustainable. It is also important that there be access to sufficient water supply to support cultivation, propagating and producing within the region. There is also a need to maintain water quality to ensure the continuing ability to source indigenous food from inland waterways.

Air Quality: Clear skies and clean air was shared as an aspiration by many during consultation. Working toward becoming a Dark Skies reserve it would also be necessary to limit the light pollution that would have adverse effects on stargazing in the region.

Revitalisation of Wairarapa Moana: These wetlands support a range of native plants and animals of national and international importance. It has been a taonga for hundreds of years and it is widely accepted that it is a place of significant spiritual and cultural value for Māori. The waters were once teeming with life but are now a fragile ecosystem that has suffered. The community would like to see these wetlands returned to the abundant waters they once were, and it is accepted by many that these wetlands could offer experiences to visitors, but also a site for regeneration initiatives for the region.

ECONOMIC WELLBEING

Tourism is an economic enabler for communities, and the Wairarapa offers huge potential for deriving economic benefit for the community from the visitor-economy. There is strong desire from the community to ensure that the tourism economy is in balance with the other economic components of the region.

Maximise Economic Benefit from Tourism: Increasing the supply of quality paid experiences within the region, utilising existing industries and infrastructure, and encouraging cooperative and collaborative relationships to support itinerary development and packaging would give visitors a reason to stay longer and spend more while they are there.

Cross Sector Collaboration: Cross sector collaboration would provide the opportunity to grow multiple industries and sectors at the same time. Investigating the strength and potential for agritourism experiences that combine primary industry, experience and services like transport or food and beverage would be a perfect example of this.

Future Proof Transport: A strong desire to future proof the region from a transport perspective, with increased public transport options to the region and within the region (rail and improved facilities for electric vehicles were options to explore). Roads and rail networks into and out of the region are integral not just for the movement of visitors or commuters, but also the movement of goods. If a natural disaster caused significant damage to these networks, there are not a lot of other options that would provide timely journeys through to the main transport routes and could cause costly delays for producers.

People Invested in their Communities: There are many within the community who are heavily invested in their communities and make an economic contribution through their work and passions. This can be seen through the hands-on cottage industries that have shop frontage, or goods for sale in various places throughout the region. There are also farm to plate producers that are currently operating, but there is also huge potential for this sector to grow.

Sector Investment Encouraged and Supported: There is a recognised lack of some subsidiary support services and connections throughout the region. This includes accommodation outside of main hubs, and transport connections to other villages or products and experiences throughout the region. There is opportunity to attract investment in the right places to alleviate these concerns, as well as increasing the level of economic benefit into the sector and community.



Positioning the region

The appropriate and articulate positioning of the Wairarapa as a tourism destination plays a vital role in ensuring that the region is compelling and invites visitation. Strong positioning also helps to distinguish the unique aspects of the destination from other similar destinations and provides a point of difference.

VISITOR DEMANDS AND PERCEPTIONS

As part of the research conducted for the development of this destination management plan, Colmar Brunton¹ completed work to understand what the current perceptions are of the Wairarapa as a destination, and what aspects of the destination help to increase the appeal of the region for potential target markets. The research identified a range of attributes that appealed to a range of visitors. These related to wineries, cute villages, native birdlife, easy bush walks, lighthouses, great food, museums, and wonderful people. Appeal in the destination increased dramatically for domestic visitors once they were made aware of what there is to do within the region. This points to an awareness issue for the destination, but also strong opportunities to develop experiences that help visitors engage with the destination in real and authentic ways.

Based on this recent consumer research, Wairarapa's key experiences were identified as: Martinborough, Castlepoint, Cape Palliser, and its wine and food festivals. These experiences are particularly appealing to the 'Treat Myself'; 'Wine, Food, & Scenery'; and 'Relaxation & Wellbeing' segments² of the domestic New Zealand Market.



¹ Colmar Brunton Domestic Traveller Research and Big Data Analysis 2020

² Tourism New Zealand Domestic Market Segments - <https://www.dgit.nz/domestic-traveller-segments/>

HERO EXPERIENCES

The hero experiences are the essence of the destination that have the ability to provide world-class experiences that focus on what make the destination unique. They are the experiences that will derive the best outcome and benefit for the industry and the community and provide memorable moments for new and existing target markets engaging with these experiences.

The key experiences identified within the research are not paid experiences, but rather hero or iconic natural assets within the region, combined with the appeal of the region as a wine and food destination. And although there are paid events that visitors might engage with to experience the region's wine and food, these will not assist Wairarapa to achieve their aspiration of being a year-round destination. Taking this research and overlaying the aspirations identified by the community, the opportunities identified and understanding what the future travel trends might look like, the hero experiences for the Wairarapa can be articulated as: Big skies, accessible nature, food and wine, and village charm.

Big clear skies lend themselves to experiences during the day such as gliding and scenic flights and then at night, the aspiration for the district to become a dark skies reserve provide multiple opportunities for experience development and growth.

There are a number of natural assets throughout the region that are easily accessed and, as such, are providing a compelling reason to visit the destination. With the increased appeal of walking and cycling trails throughout Aotearoa, and the focus of the region on projects like 5 Trails and the Remutaka Cycle Trail, one of New Zealand's 22 great rides, means the region will have increasing appeal. Trails that allow people to engage with the villages dotted throughout the region will also help to ensure the community benefits from these visitors are widespread.

Wairarapa has been a renowned food and wine destination for many years, and with the addition of events that allow visitors to engage with several vineyards and food producers, this reputation is likely to grow. Food and Wine events are already a large motivator for visitors to visit at various times throughout the year, experiences that are available year-round provide the opportunity for engagement at any time.

³ Light Pollution Science and Technology Institute - <http://www.inquinamentoluminoso.it/istil/>

SUPPORTING THEMES

Supporting themes that sit beneath each of the hero experiences provide experience potential and opportunities for development that will help to achieve some of the aspirations articulated by the community. Expanding on these themes allows the region to respond to the demands of our domestic and international visitors as well as gain competitive advantage over other destinations and allows the region to focus efforts and create partnerships that lead to sustainable tourism development.

Dark Skies:

TARGET SEGMENTS: Explore Nature, Knowledge Seeking

The region is currently well on its way to becoming New Zealand's second dark skies reserve. This will come with a commitment from local government to manage and maintain light pollution within the region. According to research³, 80% of the Earth's land mass suffers from some level of light pollution which badly affects the ability to see many of our stars. With the designation of a dark sky reserve, visitors will know and accept that what they have the chance to see in the Wairarapa will far surpass what they have been able to see in their hometowns. Adding in a cultural element will help to cement the unique Māori view of our stars and what they have meant as a navigational aid.

Primary Industries:

TARGET SEGMENTS: Wine, Food and Scenery, Family and Friends

The Wairarapa is home to a mix of primary industries with sheep and beef farming being the main land use within the region. There are a number of dairy farms in areas with a higher rainfall and also seed and arable operations. New and existing markets would welcome the opportunity to understand these industries more, either through an experience on the land that brings these industries to life, or through cottage industry businesses that allow them to enjoy and sample the products that are made. These producers are very passionate about what they do and bringing this enthusiasm into a visitor experience would be broadly beneficial for the region.

Food and Wine Tourism:

TARGET SEGMENTS: Wine, Food and Scenery, Sports and Events,

Viticulture within the region has expanded rapidly since the late 1990s especially around the Martinborough area. Wairarapa has a strong food and wine product offering, which has played a major role in positioning Southern Wairarapa. There is a range of events that have been developed for visitors to engage with the food and wine region, but there is an opportunity to develop partnerships with other tourism sectors beyond cafes and eateries to develop cross sector collaborations that could lead to strong itineraries and packaging opportunities.

Cycling Trails and Tours:

TARGET SEGMENTS: Explore Nature, Sports and Events

The Wairarapa has many quiet country roads as well as a range of town parks and bike trails that would appeal to cyclists of all ages and experience. Cycling through a region is becoming more and more sought after by visitors who want to take their time to experience everything a destination has to offer in their own time and in their own way. As a region, Wairarapa has been focused on the development of trails that allow visitors to do just that.

In 2017 the Wellington Regional Trails Framework was endorsed by the partners who initiated it and contained in the framework is a key recommendation to develop the 'Wairarapa Five Towns Trail Network' as a signature trail experience. The aspiration for this Cycle Trail is for the network to be recognised as a must do experience within the Wairarapa and seen as one of the best opportunities for visitors to connect with the region's people and place. To supplement the current offerings, it would also be advantageous for the region to lobby and support the inclusion of a Great Walk through the Tararua ranges.

Māori Tourism:

TARGET SEGMENTS: Knowledge Seeking

Both Ngāti Rangitāne and Ngāti Kahungunu have tourism aspirations that complement each other and provide additional opportunity for the region to develop strength as a destination for visitors. Unique Maori tourism experiences that tell the story from Kupe, to Papawai, Maori celestial navigation, trading and Maori governance all have potential for tourism experience development. Partnership opportunities combining with locally sourced food would also be beneficial. Tourism is an economic enabler for Māori communities and can assist in allowing them to grow employment opportunities that will support their aspiration to see more of their whanau returning to the Wairarapa.

Storytelling:

TARGET SEGMENTS: Knowledge Seeking, Explore Nature

An aspiration exists within the community to tell a more comprehensive story of the region, especially incorporating iwi and pre-European perspectives and histories. There is an opportunity to develop a cohesive visitor experience, linked by stories to connect people to the place (ecology, geology, Te Ao Maori, Colonial, food and wine, hunting and fishing). These can be conveyed through guided activities or through excellent interpretation signage that is situated in an accessible way.

With the development of other supporting themes within the region, an increased focus on storytelling allows for these themes to be woven together in order to create compelling and unique experiences within the region. A strong example of this would be to tell the regions food story, then visiting a producer to capture their story and see what they produce and enjoy the landscapes within they work, and then sample the produce either there on site, or at an alternative location either in a local eatery or out in nature.



HERO EXPERIENCES

Big skies, open spaces, the environment and Pūkaha



SUPPORTING THEMES

Dark skies, primary industries, food and wine, cycling, Māori tourism, storytelling



REQUIREMENTS FOR GROWTH

New product development across all support themes, events strategy, accommodation and opportunities that exist, business development and support, staff and training of employees



INFRASTRUCTURE AND AMENTIES

Understanding connectivity and navigation through the region from a transport perspective, solving issues and maximising potential opportunities, ablutions in the right places and wayfinding.

MARKETING PILLARS

To market Wairarapa effectively, campaigns and strategies developed must create and manage a compelling and focused market position for the multiple attributes of people and place. The region itself is geographically large, and has multiple experiential access points that could make it difficult to market the region well, but work has been completed that identifies the key marketing pillars that will help to refine marketing opportunities and build awareness of the Wairarapa to new and existing target market segments.



VILLAGE CHARM



WILD CONTRASTS



ALWAYS EXPLORING



PASSIONATE PRODUCERS

RATIONAL

Charm sells, and the peaceful, tranquil charm of the villages throughout the region provide a compelling reason for people to visit. The environmental heritage of each village tells a different story of a different time. Combine this with the 5 Towns Trail opportunity and this pillar will have broad appeal, especially for Wellingtonians looking to unplug from their everyday, and seek relaxing change for a weekend that helps with physical and mental wellbeing.

The juxtaposition between the clear open skies above, the wide-open spaces beneath them and jagged hills and ranges throughout the region create strong contrasts that people will want to engage with. A strong aspiration for the community is for Wairarapa to be seen as a year-round destination. The wild contrasts of the natural assets throughout the seasons will provide stunning imagery and compelling reasons for people to visit.

Encouraging visitors to engage with the plentiful natural assets throughout Wairarapa and engage with the local people to hear the stories that bring the landscapes to life will drive appeal and awareness of the destination. Visitors will seek to hear the stories and engage with local people through the addition of experiences, wayfinding assets and interpretation panels that can encourage this exploration.

The Wairarapa region is home to a range of primary industries that have passionate producers who are willing to share their stories and their products with the world. The ability to build a strong agri-tourism sector and encourage cottage industries that support these producers would be a very compelling marketing proposition for the region.

TOPE OF VOICE

Our towns are fun to explore, and full of hidden gems – boutiques, cellar doors, markets and pretty parks. Close together, but utterly unique, they're bursting with character and small enough to explore on foot or by bike.

Shake off the city and refresh your senses. Wairarapa is a wee bit wild – from the rugged coast to the bush-clad Tararua Ranges. Wairarapa revels in its four seasons: autumn colour, snowy hills, spring flowers and big blue summer skies. The outdoor experiences can be epic or bitesized.

Wairarapa has always been a magnet for explorers – from early Māori and European settlers to modern mavericks and makers. This is a place to forge new paths and follow your dreams.

Wairarapa is full of gourmet delights and fanatical foodies. Hands-on growers, cottage industries, makers and bakers are masters of their craft. Whether they are family farmers or gutsy newcomers putting twists on traditions, the watchword's quality – not quantity.

IDEAL VISITOR

Post COVID research into the domestic market has found that 72% of New Zealanders intend to take a domestic holiday in the next 12 months, and that there is an increasing desire to take shorter weekend or short stay breaks throughout the year. Scenario modelling from Tourism New Zealand shows that this domestic tourism demand will continue to be more than 98% of pre-COVID levels for the next two years, rising to over 110% in 2023. However, due to the changing nature of international borders and spikes in COVID levels in key markets around the world, and the slow speed of vaccination globally, a recovery to 78% of pre-COVID demand is not forecast until the end of 2023.⁴

Current visitor markets to Wairarapa are driven by Wellingtonians visiting friends and relatives in the Wairarapa, or they own a holiday house in the area. They are trendy/ tech savvy, coming for family activities, events, nature-based activities (tramping and visits to the coast), and boutique products/experiences (e.g. cheese, wine, shopping). These visitors generate a lot of positive word of mouth referral.

Other visitor segments include:

- Weekends away by groups of females from Wellington, with activities based on spa treatments, wineries, food and beverage, shopping, and potentially a trip to the coast
- Weddings, hen and stag weekends, plus other events. There were at least 32 organised weddings by one operator last year, with just under half being international
- Families from Wellington, especially visiting and staying in Masterton
- Small conferences - including directors of companies visiting with spouses
- General leisure visitors from Auckland (other New Zealand) and Australia for a short break/ weekend away or a day trip from Wellington
- Touring groups - only a few tour operators visiting on a regular basis.

Internationally, approximately 38,000 visitors from Australia flew direct into Wellington for the year ending June 2017. Seventeen percent of Australian overnight visits and eight percent of Australian visitor spend was in Wellington region. In terms of activities participated in, seven percent of Australian visitors cycled, 73 percent walked/hiked, and 23 percent participated in a food and wine-based activity whilst in New Zealand. Their preferred method of travel is self-drive, and they have a high repeat visit rate.

For the Wairarapa, the ideal visitor is one that is seeking to unplug and engage with nature, to meet locals who are passionate what they do and where they live and explore the region in their own way and in their own time. Wellington is the largest domestic market for the Wairarapa and plays a significant role in contributing to tourism in the Wairarapa.

⁴ Tourism New Zealand Scenario Models (Dec 2020)

Experience Opportunities

Through the consultation that was undertaken for the development of this plan, a range of potential experience opportunities were identified. The process outlined the specific tourism aspirations attendees had, but also articulated how they might help to support the unique positioning of the destination.





VILLAGE
CHARM



ALWAYS
EXPLORING



PASSIONATE
PRODUCERS



WILD
CONTRASTS



Requirements for growth

To maximise the benefit and potential of the visitor economy for the Wairarapa, there is a range of requirements for growth that should be the focus of the destination. These requirements have been determined through consultation and research, and they are designed to assist the overall development and growth of the visitor economy for the region.

EXPERIENCE DEVELOPMENT

Although there are currently a range of experiences available within the region, there are gaps around the support themes that play into the hero experiences that would drive appeal and awareness of the region. These quality paid experiences should support and strengthen the destination positioning themes identified within this plan, and target identified market segments these activities would appeal most too. A focus on the development of experiences for the region would see an increase in visitor spend throughout the region and generate awareness through focused marketing efforts.

Included within this development should be a focus on the development of packages and itineraries that add depth to the regional offering by integrating cultural, historical and environmental storytelling unique to Wairarapa (e.g. Māori, early settler agriculture, WWI&II, astronomy), weaving pathways through Wairarapa for visitors to follow. These could be presented to visitors through itinerary development, signage throughout the region or a mobile app. With the number of natural and cultural landmarks throughout the region, there is a strong opportunity to provide interpretation through guided tours, and the potential to develop hero experiences within the dark skies reserve and for events such as Matariki. Packaging through the off and shoulder seasons would help address the seasonality issues raised.

MUTUALLY BENEFICIAL PARTNERSHIPS

Cross-sector collaboration through the region will help to build resiliency within the tourism sector and support efforts to lift the social, cultural, environmental and economic wellbeing of the community. Developing partnerships with the agri and horticultural sectors can help to provide better links between the sectors and make local produce more accessible (paddock to plate) for visitors. Local producers and primary industries are an appealing proposition for visitors, especially for a region that is internationally renowned for the products it produces. Increasing the number of cottage industries for locals, will also help to build economic resilience for the community, and improve the wellbeing of those who embark on that entrepreneurial journey.

As destinations start to grow and develop, incubator set ups, and capability programmes are often started, and it would be of benefit to the industry, new and existing, for tourism to be involved. Building partnerships with business capability programmes or providers will help to develop strong and sustainable businesses within the region and encourage the development of quality tourism experiences.

There is a national perception that tourism as a career pathway is not one that will provide high incomes or opportunities for youth. For this to change, work needs to be done with employers to understand the need for appropriate and competitive remuneration and strong career development opportunities, combined with educating potential employees on the benefits of working in the tourism industry and what a career in this sector might lead to.

IWI DEVELOPMENT

Both Ngāti Rangitāne and Ngāti Kahungunu have identified that they have tourism aspirations, and through consultation have identified a range of opportunities that could be developed to derive economic, social, and cultural benefit into their communities. Working with iwi to create implementation plans that will allow them to put these opportunities into action will provide unique experiences and employment opportunities for the region that will work toward achieving the aspirations identified within this plan.

Development of Māori Tourism experiences that connect visitors to the natural assets with a strong cultural story telling element offers huge potential for iwi to play a significant role in tourism throughout the region. These experiences might be marae based and provide unique experiential access points for visitors to engage with local iwi and hear the stories told by those who hold the right to tell them

Māori stories can provide an important element for the region to market themselves uniquely and create a sense of identity that resonates with iwi. To get this right, it is integral to ensure that iwi have completed a process to articulate what stories they are willing to share publicly, and those that are for iwi only. This will also help to identify experience opportunities that would benefit iwi, hapū or whanau willing to start a business of their own.

EVENTS STRATEGY DEVELOPMENT

The right events in a region can increase awareness amongst segments that identified they are interested in Wairarapa once they knew what was on offer – e.g. 'Relaxation and Wellbeing', and 'Sports and Events', potentially coupled with an iconic outdoor attraction such as Castlepoint, and Matariki focused events to develop and promote the star gazing/dark skies product. Decisions regarding event development, and the investment in new events, should be assisted with a fully developed events strategy, this puts focus on the hero experiences and themes that support the unique positioning of the destination.

Wairarapa has a range of outdoor locations and facilities that lend themselves to outdoor events and should be leveraged to drive event development and opportunities particular during the months of the year where visitor numbers drop away.

The region should also investigate holding several smaller but linked events based on the popular wine and food festivals to help spread capacity over a longer period (for example over a month) with each town hosting a sub-event profiling their uniqueness, and potentially opening up local agriculture/ horticulture farms, and artisan producers for the festival. Stronger integration with Wellington On A Plate would also be beneficial.

ACCOMMODATION

Accommodation is important to enable visitors to stay in a region, drives satisfaction with their stay, and can be a key part of the experience itself (especially destination and boutique style accommodation). At a national level, 3-4.5 star rated properties tend to achieve the highest occupancy.⁵

Through consultation, it was recognised that a 4 star plus larger capacity accommodation in South Wairarapa should be investigated, and investment sought. This would have multiple benefits for the region including more beds on offer, increased employment, and the development of support services like laundry and cleaning services.

Accommodation and especially hotel accommodation is currently a barrier to both conferencing and general visitation. At present the event centre at Carterton is not supported by close accommodation for delegates and users of the venue. Overall, there is a lack of this level of accommodation across the region. Increased opportunities for lodge or farm stay style accommodation that catered to high-net-worth visitors were also considered to be limited.

There is also a recognised lack of affordable worker accommodation that affects multiple sectors throughout the region.

ENGAGEMENT WITH COUNCILS

A lack of a regional vision for tourism and alignment amongst the three councils was determined through consultation. Although this is not a unique issue, it is compounded by the fact that the region has three councils all with different expectations, aspirations and requirements of the tourism sector.

A higher level of engagement and consultation by councils with the tourism industry and operators on a long-term plan that ensures sustainable growth of the visitor economy to support the community should be sought. It was acknowledged by many that these are partnerships that should be built and maintained in order for the benefits of this destination management plan be maximised for the industry and community.

⁵ Tourism Industry Aotearoa data as cited in MBIE Infrastructure insight series 2016

FUTURE PROOFING TRANSPORT

Quality infrastructure is required for the industry to grow, develop and strengthen to meet the future demand of visitors. Councils, stakeholders and industry should work together to determine what the long-term infrastructure and peak demand requirements might be to ensure sustainable growth in the future. Transport was a common concern raised throughout the consultation, both to get visitors to the region and to enable them to access all areas of the Wairarapa, but also for commuter and product distribution routes into and out of the area.

Public infrastructure issues relate to a combination of population growth and increases in visitation to the region. Water supply has been identified as a key issue for Martinborough and although less critical, water is an emerging infrastructure issue for the wider region. Overallocated water sources and significant capital requirements to balance supply with demand were seen as challenging for low ratepayer areas. Future demand for EV chargers and electricity across the region also need to be considered.

Development of Hood Aerodrome for transport in and out of the region could assist with resiliency, but also as a future centre of excellence for aviation with the likelihood of small commuter type flights with alternative fuel sources. The opportunity for a tourism museum type venture and home of Wings Over Wairarapa also exists.

Connectivity did not present as a key tourism issue in recent engagement; however it is likely respondents did not think of it as an accessibility challenge unless prompted. Current plans for broadband availability do not address the 'doughnut' of locations in Wairarapa, mobile broadband is at capacity, and the Crown Infrastructure Partners Ultra-Fast Broadband Schedule does not complete until 2022 (as at June 2019 the overall Wellington Region build was 6 percent). There is fair coverage concentrated around the main centres, but limitations around southern Wairarapa and the Tararua ranges and black spots across several hero destinations, such as Cape Palliser. Wairarapa has an opportunity with a satellite provider to make more connections available immediately.

Risks and Mitigations

RISK DESCRIPTION		POTENTIAL CONSEQUENCES	INHERENT RISK	MITIGATING MEASURES	RESIDUAL RISK
1.	Sustainability of funding	<ul style="list-style-type: none"> – Lack of funding to continue managing the destination effectively. – Limited opportunity to increase supply and subsequent spend into the region. 	MEDIUM	<ul style="list-style-type: none"> – Local Government and tourism authorities could apply for additional funding through the announced Tourism Infrastructure Fund. There is also additional funding available through STAPP. 	LOW
2.	Lack of confirmed funding for activation	<ul style="list-style-type: none"> – There are a number of actions within this plan that are integral to the growth of the visitor economy and eventual success of the sector. – Funding for activation should be sought from appropriate sources to activate effectively. 	HIGH	<ul style="list-style-type: none"> – Funding streams are available but should be identified and placed against each workstream at the beginning of activation. Where there is no apparent funding investors might be sought to fill the gap. 	MEDIUM
3.	Climate Change	<ul style="list-style-type: none"> – Eventual sea level change would have devastating effects on the local beaches and roading to sites of significance for the region. – Water quality and access might become more of an issue. – Damage to industries such as viticulture and agriculture would have detrimental effects for the tourism sector. 	HIGH	<ul style="list-style-type: none"> – Advocacy on behalf of the industry to make things achievable and make sense. – People who have the ability to make the changes like council are making the right decisions and bylaws that can be achieved. 	MEDIUM

RISK DESCRIPTION		POTENTIAL CONSEQUENCES	INHERENT RISK	MITIGATING MEASURES	RESIDUAL RISK
4.	Social Licence of Tourism	<ul style="list-style-type: none"> With more tourists and potential pressure on existing services in the region, the social licence of tourism within then community could be affected. 	MEDIUM	<ul style="list-style-type: none"> Ensure that residents are taken on the destination management journey to understand what is happening in this space and the role they can play. Ensure there are strong programmes in place for tourism to give back to the community. 	LOW
5.	Development of Māori Tourism product and stories used	<ul style="list-style-type: none"> Any iwi stories used to market and promote the region must be determined and supplied by iwi. Tourism product development that includes Māori content should be developed in partnership with iwi. 	MEDIUM	<ul style="list-style-type: none"> Work with Māori and local iwi to understand what can be shared and what can't. Ensure that new and existing tourism operators are aware that some stories should only be told by iwi. 	LOW
6.	Unconfirmed council support	<ul style="list-style-type: none"> With three councils there is a risk that support will be unconfirmed or discontinued from one or more local government authority. There is a risk that tourism does not feature in their Long Term or Annual Plans and this will make achieving the goals outlined within this plan almost impossible. 	HIGH	<ul style="list-style-type: none"> Councils should be informed of the benefits and overall community acceptance and commitment to the industry and the growth of the visitor economy. All industry stakeholders should be working to ensure these points are acknowledged by council staff and elected officials. 	LOW
7.	Disconnect between stakeholders	<ul style="list-style-type: none"> Disconnected stakeholders will result in projects and potentially the spending of money that are at cross purposes. This would have a negative impact on the social licence of the sector within the community and could affect the way operators work individually and together. 	MEDIUM	<ul style="list-style-type: none"> Destination Wairarapa, and all decision makers and influencers within the sector need to ensure that all stakeholders are taken on the same journey, and that there is open and transparent decision making so that there is an increased level of knowledge and understanding within the sector. 	LOW

Strategic Priorities

Vision

Wairarapa, a well-established, year-round destination where visitors are encouraged to discover the region's hidden gems that leave them wanting more.

Goal

Grow the value of the visitor economy for the Wairarapa that is compatible with the lifestyle, environment and culture of the region.

Strategic Priorities

- 1 **Effective Navigation**
Enabling Destination Management
- 2 **Chart the Course**
Leading Environmental Regeneration
- 3 **Enhance the Beacon**
Empowering Destination Development
- 4 **Light the way**
Unlocking Destination Marketing



STRATEGIC IMPERATIVE 1

EFFECTIVE NAVIGATION - Enabling Destination Management

In order for the visitor economy to grow and the desired aspirations be achieved, strong leadership and the right roles, resources and representation need to be present. The leaders within the sector will hold the values compass for the industry and will ensure that the actions outlined are achieved with the aim of providing positive impact and benefit back into the community. As a region, Wairarapa must determine what success looks like into the future and how they can collectively achieve that success.

The visitor industry has many facets, each of them having a role to play in the delivery of the visitor experience, but also in helping each community achieve the aspirations that they have. To do this, collaborative partnerships, strong leadership with adequate focus and funding is required. The success of this destination management plan will hinge on having a shared vision, integrated planning initiatives, alignment to broader tourism strategies, and support for local industry and businesses.

WHY IS THIS AN IMPERATIVE? HOW DOES IT ACHIEVE THE VISION?

- Strong leadership and structures for destination management in a region are integral to a successful and sustainable destination.
- Ensuring that there are adequate links and connections throughout and into the region will assist with transitioning visitors throughout the region and maximising the benefits communities will derive from the visitor-economy.
- Details and specific data insights for the region that will assist with decision making and ensure that key actions within this plan are achieving the desired results



KEY ACTIONS	RATIONALE	PARTNERS	SUCCESS METRIC
<p>1.1 Determine best working structure for delivery of the destination plan priorities</p>	<p>To maximise the opportunities and benefits outlined within this plan, and to work some way towards achieving community aspirations, it is imperative that there is a strong working governance structure to implement these key actions. This group should consist of the stakeholders who have contributed to this plan, and that it is set up and managed in a way that will allow information and communication throughout the agencies tasked with the delivery of the actions. This group will need to have representation from funders, iwi, industry, and members may move onto and off this board as the region moves through the priorities and actions the key recommendations made. This board should be able to assist with sourcing and accessing funding streams that can assist.</p>	<p>Wairarapa Councils Destination Wairarapa Iwi Stakeholders Industry</p>	<p>There is a strong governance board that sits across the Destination Management Plan, that will expand and contract as priorities change. This board will help to source funding over and above business as usual and ensure that working groups and partnerships are accountable for achieving specific goals</p>
<p>1.2 Enable effective leadership of the destination</p>	<p>A more coordinated and agreed regional vision for tourism is vital to attracting additional investment and supporting increased marketing of the region. There are a number of entities who play a role in the management and leadership of Wairarapa as a visitor destination and three district councils within the region. There is a need to ensure there is clarity in roles and defined responsibilities to ensure the region is managed effectively into the future. There is a need for strong Governance on the board that advises Destination Wairarapa, it would be best to ensure that there is good cross sector representation on that board.</p>	<p>Wairarapa Councils GWRC Destination Wairarapa WellingtonNZ Iwi</p>	<p>Wairarapa as a destination is managed effectively with entities playing specific roles that will drive the visitor-economy and deliver strong positive benefits back to the communities.</p> <p>There is a strong industry membership association that enables industry input into strategic matters and has a voice at the governance table for the Destination Management Plan, and Destination Wairarapa.</p>
<p>1.3 Adequately resource destination management in the region</p>	<p>A challenge for the future will be to ensure that destination management within the destination is resourced. This plan will outline the best approach for maximising the visitor economy dollar into the region. This will build resiliency into the industry and broader community, but there will be aspects of this plan that will require funding and allocation of additional resource to ensure that the community aspirations outlined are achieved, and the potential for growth in the sector is optimised.</p>	<p>Wairarapa Councils GWRC Destination Wairarapa WellingtonNZ Iwi Central Government</p>	<p>The Destination Wairarapa Board can work with key stakeholders to prioritise the imperatives within this plan, and the actions that sit beneath each one. They are able to work with local and central government agencies, as well as the local industry and cross-sector collaboration partners to identify funding streams to activate the Destination Management Plan for Wairarapa.</p>

KEY ACTIONS	RATIONALE	PARTNERS	SUCCESS METRIC
<p>1.4 Improve and future proof connectivity through the region</p>	<p>A strong desire to future proof the region from a transport perspective came through consultation. With increased public transport options to the region and within the region being an important factor. This is not only for commuters and visitors to access the region but also for producers to be able to move their product cost effectively. There is also a lack of public transport options for people looking to move throughout the region, and a lack of scheduled transport links from Wellington into the Wairarapa. As the largest domestic market for the region, there is a strong desire to see this improved. From a future perspective, identifying options that will work into the future would be advantageous, this might include looking at EV Chargers or larger scale projects like electric planes.</p>	<p>NZTA Councils KiwiRail Tranzmetro GWRC</p>	<p>There are strong scheduled transport links into and out of the region, with a range of options available for visitors moving through the region. These channels are supported and alternative routes have been identified as part of a stronger risk and mitigation programme. A project that looks into the potential benefits of Electric Vehicles, planes and the associated support infrastructure has been undertaken and the region has a plan to move forward.</p>
<p>1.5 Strengthen data insights</p>	<p>Good data insights that are specially calibrated to the Wairarapa region is integral for measuring success, and to help inform decision making. This will include subscribing to particular data insight channels that already exist, but to also understand what information and insights the region might need, and undertaking specific research programmes to ensure plans are appropriate, and the outcomes will match the expectations of the industry and community,</p>	<p>Destination Wairarapa WellingtonNZ Councils</p>	<p>The Wairarapa has a suite of data sources to pull from that will enable them to make appropriate decisions, to benchmark current state, and ascertain movement in the right direction into the future.</p>
<p>1.6 Development of career and education pathways to enable industry growth</p>	<p>A need to overcome challenges associated with shortages of trained and skilled staff and suitable accommodation for these staff in proximity to the demand was identified. This also presents the region with an opportunity to potentially work with existing education providers and training institutions to meet the needs of a changing workforce, or potentially attract a new provider into the region to assist with this deficit. The lack of skilled workforce is a national issue and highlights the need for forward thinking and future proofing for sector development and growth. Working with the workforce and skills group to identify and mitigate employment issues within the region as they arise, and before they become too big a problem to solve.</p>	<p>WellingtonNZ Education providers</p>	<p>Employers can attract skilled and experienced labour for roles, and staff have a confirmed development pathway forward. The region has education providers that provide career pathway options forward to at will meet the needs of the visitor sector into the future.</p>

STRATEGIC IMPERATIVE 2

ENHANCE THE BEACON – Empowering Destination Development

The experiences within any region act like a beacon to potential visitors looking for destinations that would resonate with who they are and how they travel. For Wairarapa there are many opportunities for visitors to engage with the villages and natural assets within the region. There is a lack of quality paid experiences that allow visitors to engage with these natural assets in an authentic and real way. For the aspirations articulated by the community to be achieved, work needs to be done to develop commercial experiences that connect visitors with the people and place of the Wairarapa.

There is a strong desire from the community to see experiences that tell a more comprehensive story of the region that incorporate iwi and pre-European perspectives and histories.

Utilising the natural and built resources of the region to expand the range of experiences for visitors, both over the seasons as well as across the whole region. Examples include the 5 towns trail network and adding to the food and wine options.

WHY IS THIS AN IMPERATIVE? HOW DOES IT ACHIEVE THE VISION?

- Providing more compelling reasons to visit the Wairarapa and stay longer will help to grow the visitor economy within the region, and as a result maximise the benefits to the broader community.
- The potential for engaging experiences that allow visitors to connect with the people and place of the region are huge
- Tourism is an economic enabler for communities and experiences could provide sustainable economic pathways forward for communities, iwi and locals.



KEY ACTIONS	RATIONALE	PARTNERS	SUCCESS METRIC
2.1 Develop experiences that support the positioning of the region	Future opportunities around expanding and deepening the experiences within the region utilising the natural and cultural resources that already exist were identified. These experiences should match the positioning of the region, the hero experiences and supporting themes that best suit for visitors to Wairarapa. Partnerships with benefits cross sector can lead to compelling destination packages and opportunities to develop itineraries that assist the journey through the destination. Exploration of opportunities that speak to the unique nature of the destination, including the dark skies reserve and agri-tourism potential, should be explored to ensure the development of quality.	Destination Wairarapa WellingtonNZ Iwi	Wairarapa is home to a range of opportunities that welcome a broad range of visitors to the region. The experiences are a unique blend of day and evening experiences that maximise the unique attributes of the destination and the positive impacts to the community across all wellbeing pillars.
2.2 Work with iwi to determine tourism aspirations and provide support in the development of experiences	Iwi throughout the Wairarapa have a unique story to tell. They are the holders of that knowledge and there was an overwhelming feeling within the community that opportunities to engage with the local mana whenua should be a focus for the destination moving forward. Connecting the natural assets of the region with the cultural assets that have tourism aspirations will help to build strong experiences for visitors. It should also be noted that many of the other sectors that iwi are developing as economic enablers for their communities lend themselves to strong cross-sector collaborations combining core business with a tourism revenue stream.	Destination Wairarapa Iwi	Iwi are true partners in the development and management of the region as a destination. Their experiences enhance the overall positioning of the region and work toward delivering the aspirations they have for Māori communities.
2.3 Develop a strategic approach for events that will invite investment and assist in positioning the region	Events are an enabler for the region, and many current events provide a lot of benefit back into the industry, other strong economic sectors, and for the general community. The development of an events strategy that helps to inform decisions around what criteria future event opportunities or reviews for funding would be beneficial. This strategy should be aligned to the brand positioning and pillars identified to ensure events support the overall brand strength of the region. Once there is a strategy to govern the selection of events in the region, there will need to be resourcing and budget to deliver them.	Destination Wairarapa Event organisers WellingtonNZ	Events are an important enabler for the destination and are a calendar of events that allow attendees to engage with the region in a way that resonates most with them. Events are managed and coordinated effectively to ensure they deliver across multiple priorities and achieve high quality results.

KEY ACTIONS	RATIONALE	PARTNERS	SUCCESS METRIC
2.4 Develop the capability of new and existing operators in the region	Visitors will continually look for quality experiences that take their needs safety, and expectations in account as part of delivering a compelling experience within the region. Post COVID, this will become even more important for visitors, and operators will be expected to be able to acknowledge and show that they are quality tourism experiences. Assessment and accreditation through a third part quality assurance programme will be one way of illustrating this commitment and should be supported by the destination.	Destination Wairarapa WellingtonNZ	There are a high number of operators who are Qualmark accredited and work closely with the RTO and TNZ to help promote the Wairarapa as a destination to both domestic and international markets.
2.5 Identify the support services and industry enablers that need to be developed to empower visitor economy growth	The tourism industry can only grow from strength to strength if there are adequate support services available within the region. This includes accommodation, restaurants, access to public transport in order to effectively navigate the region, and get to the experiences on offer. It was identified through consultation that there is an issue with the level and number of accommodations throughout the region. Some experiential hubs are adequately supported and others are not. Understanding where support might be required and providing support to attract investment would provide broader benefits for the community and industry.	Destination Wairarapa Councils Industry	Gaps in the support and services required within the tourism sector are identified and plans are in place to ensure these are minimised or mitigated. Accommodation and access to it is no longer a barrier, and occupancy is spread throughout the week.

STRATEGIC IMPERATIVE 3

CHART THE COURSE – Leading Environmental Regeneration

Perhaps one of the strongest shared aspirations within the community was the desire to ensure that development and growth within the region did not come at the expense of the environment itself. While councils within the region are working on strategic imperatives to assist with this, the industry and visitors to the region have a role to play. Tourism brands with purpose help to connect visitors with environmental regeneration programmes that provide positive benefits into the community. As an industry and a destination there is an opportunity to lead environmental regeneration for the community.

A strong interest in ensuring that tourism and visitors contributed to the environmental quality of the region and ideally, contributed to enhancement and restoration of aspect of the region.

For a region whose heroes include the big skies and abundance of natural assets it is vital to ensure that these assets are protected for future generations, and where possible, initiatives are employed to ensure these significant places are regenerated.

WHY IS THIS AN IMPERATIVE? HOW DOES IT ACHIEVE THE VISION?

- Visitors want to know that they are giving something back to the communities and environments they are engaging with
- Environmental regeneration projects that are linked with a tourism operator ensures that the visitor economy and industry are impacting positively on the environment
- A large component of the social licence of tourism as a positive industry for the community, is the desire to see visitors working to ensure our environments are protected.



KEY ACTIONS	RATIONALE	PARTNERS	SUCCESS METRIC
<p>3.1 Develop regenerative tourism initiatives for locals and visitors</p>	<p>There was a strong identified desire from those consulted that the tourism industry contribute to ensuring the local natural environments are enhanced and protected for future generations. The development of a range of regeneration initiatives would provide operators and visitors the opportunity to contribute to initiatives that resonate most with them. Initiatives that contribute to broader issues that impact socially and culturally on the region would be advantageous, in particular water quality and the return of waterways to a healthy state to support indigenous food gathering.</p>	<p>Sustainable Wairarapa Iwi GWRC Councils Pukaka to Kawakawa Industry</p>	<p>There are a range of initiatives available for locals and visitors to engage in. These initiatives work to help address some of the environmental, social and cultural issues identified within the region.</p>
<p>3.2 Align operators purpose brands to initiatives to achieve environmental aspirations</p>	<p>Operators who have build a sense of purpose into the fabric of their business will continue to provide compelling reasons for visitors to visit the Wairarapa and to spend more time in the region. This will involve working with new and existing operators to understand and embrace that purpose within their experiences. This might be as simple as a financial contribution at time of booking, that goes towards the planting of native trees in the area, or as complex as integrating a regenerative initiative into the experience itself – getting visitors on tour with the operator to plant their own native tree as a legacy for them and their journey into the region.</p>	<p>Industry Destination Wairarapa Iwi</p>	<p>Tourism operators have experiences that incorporate a level of purpose into their brand. They offer visitors the opportunity to support or engage with environmental reservation initiatives for the region and learn to live and travel sustainably.</p>
<p>3.3 Explore future infrastructure needs to support environmental aspirations</p>	<p>As a country, we are continually striving to do more for our natural environments and to find innovative ways to do this. Exploring infrastructure needs now that might be needed in the future to support this innovation should be undertaken. This might include understanding what EV advancements the community and travelling segments might be looking for and how this might look for the region in terms of fast charge EV stations. Electric plans at Hood Aerodrome was also floated as a potential future opportunity and if this was to be achieved, what might need to be considered moving forward.</p>	<p>Councils Destination Wairarapa GWRC</p>	<p>As a region, Wairarapa are aware of the opportunities that exist for cleaner options for travel and have explored how to maximise those opportunities and identified the work that needs to be done in order to activate those opportunities.</p>

STRATEGIC IMPERATIVE 4

LIGHT THE WAY – Unlocking Destination Marketing

Through the research and data analysed during the development of this Destination Management Plan, it became clear that there is a lack of awareness with regards to all that the Wairarapa has to offer. As the destination develops experiences that connect the natural and cultural assets within the region, there will be a need to market these experiences and build the awareness of the destination.

Through the demand research undertaken as part of the preparation for this destination management plan, regions closer to the Wairarapa geographically had higher awareness, and the region resonated for those looking to treat themselves, and looking for relaxation and wellbeing opportunities. These should be a part of the awareness and marketing campaigns for the region moving forward, but work should be done to further enhance the regions here's and supporting themes that speak to the regions unique positioning

WHY IS THIS AN IMPERATIVE? HOW DOES IT ACHIEVE THE VISION?

- By increasing the awareness of the Wairarapa as a destination with experiences that connect natural assets, cultural aspirations and strong environmental regeneration leadership, the region becomes for compelling to broader market segments
- As more market segments become aware of the destination and what it offers beyond what it is known for now, more visitors will choose the Wairarapa as a holiday destination, and assisting in region in achieving the vision, goals and aspirations of the community.



KEY ACTIONS	RATIONALE	PARTNERS	SUCCESS METRIC
4.1 Finalise brand story	The Wairarapa brand story will give potential visitors the motivation to choose the region as a holiday destination. Having the right story, using the right language and placing this in the right places will have positive impacts on the visitor economy and help to drive positive benefits into the community. A toolkit should be developed to assist community members and industry to use the brand story appropriate and ensure all marketing is aligned to the brand story	Destination Wairarapa Industry Iwi	Wairarapa has a well-developed, and socialised brand story that stakeholders and industry know well, and are utilising appropriately. The toolkit is readily available with resources that assist industry to build the awareness of the Wairarapa as a visitor destination
4.2 Build awareness of Wairarapa using the brand story and positioning	The brand story and positioning identified for the Wairarapa is compelling and unique. There is already awareness of the region locally, and with regions located geographically close to the region, and with the strengths of other sectors like food and wine within the region, more and more people are being aware of what the Wairarapa has to offer visitors. With a defined brand story, that has been tested and robust enough to carry the message to new and existing markets, the awareness of Wairarapa beyond the wine, relaxation and village vibrancy that it is currently renowned for will be lifted.	Destination Wairarapa WellingtonNZ	The brand story is used across various media to build awareness of the region as a destination. It appeals to existing and new markets and presents the paid experiences on offer that a visitor can engage with to truly interact with the people and place of the region.
4.3 Incorporate storytelling within marketing campaigns	Aotearoa New Zealand is the home of storytellers, and the Wairarapa has many stories and individual storytellers that could breathe life into the natural assets and individual villages throughout the region. Having the ability to share more stories and have more experiences to engage with elements of each story was a strong aspiration shared by the community. These experiences and the storytellers who deliver them will be compelling assets to draw from in a marketing context. Real people telling real stories that helped shaped the environment and landscapes of the region can create strong marketing campaigns that will appeal to new and existing markets.	Destination Wairarapa WellingtonNZ	Campaigns include local personalities and story tellers that bring the essence of the destination too life. These personalities might be industry or passionate producers or simple engaging locals with a story to tell.
4.4 Resource appropriate and effective destination marketing	To increase awareness of Wairarapa as a visitor destination with compelling experiences that invite exploration, marketing campaigns, PR campaigns and social media content need to be developed and deployed at the right time. To do this properly, a reasonable level of funding will be required in order to deploy these initiatives and see visitors coming back into the region.	Destination Wairarapa WellingtonNZ	The destination is marketed effectively throughout the county and the world with specific emphasis on existing markets and segments who the experiences and quintessential Wairarapa experience will resonate with

Priority Projects

As we transition through the global disruptor of COVID and move into a new world, travel and tourism around the globe will change. In the short term, to ensure that the destination is able to respond to the bounce that will occur once borders are open and Wairarapa as a destination is equipped for growth, four priorities have been identified that should be of immediate focus.



APPENDICES

- A. Land Managers and Regulatory Agencies
- B. Strategic Context
- C. Current Visitor Industry
- D. Wairarapa Visitor Sector
- E. Access into the throughout the region
- F. Tourism New Zealand Domestic Market Segments
- G. Colmar Brunton Research



APPENDIX A. LAND MANAGERS AND REGULATORY AGENCIES

DESTINATION WAIRARAPA

Destination Wairarapa is the Wairarapa region's (comprising of South Wairarapa District Council, Carterton District Council, and Masterton District Council) Regional Tourism Office.

Destination Wairarapa has a responsibility to major funders, regional stakeholders and the wider community to deliver sustainable, positive economic, social, cultural and environmental outcomes from tourism related activities.

Destination Wairarapa is an Incorporated Society made up of members from the region's tourism industry. Destination Wairarapa is governed by a Board of 6. Three board members are elected by the membership and three board members are co-opted onto the Board by each District Council.

South Wairarapa District Council

The South Wairarapa district is situated at the southernmost corner of the North Island and has an area of approximately 248,455 hectares (2,484 square kilometres). In the south the district boundary follows the coastline from the western end of Palliser Bay in Cook Strait to Honeycomb Rock, east of Martinborough. The western boundary follows the main divide of the Remutaka and Tararua ranges to Mount Hector, from which the boundary runs southeast across the Wairarapa Plains to the coast.

The district includes the towns of Featherston, Greytown and Martinborough which are the main population centres

Council membership is comprised of the Mayor and 8 councillors. The Chair of the Māori Standing Committee may attend and participate in debate but does not have voting rights. The district's resident population in 2021 stands at 11,512. The Council's vision for the district is "the best of country living with the community at the heart of everything we do"

Carterton Council

The Carterton District stretches from the Tararuas in the west to Flat Point in the east. It is flanked on either side by Masterton in the north, and South Wairarapa in the south. The district's resident population in 2021 stands at 9,987.

Carterton District Council comprises a Mayor and eight elected members, all of whom are elected from the District as a whole. The Council acknowledges Hurunui o Rangi Marae as mana whenua in our District and recognises the value of Hurunui o Rangi in the social and cultural fabric of our community. A formal memorandum of understanding exists with Hurunui o Rangi Marae and this is currently being reviewed.

The Council's vision for the district is "a welcoming and vibrant community where we all enjoy living".

Masterton District Council

The Masterton district comprises of 229,500ha of land located between the Tararua Range to the west and the Pacific Ocean to the east. The main urban area is Masterton located on the Wairarapa valley between the Ruamāhanga, Waipoua and Waingawa Rivers.

MDC is represented by a Mayor and 10 Councillors, who are elected from the district at large. In addition, MDC has two Iwi representatives. The Iwi representatives attend Council meetings but do not have voting rights.

There are 18,725 resident electors in the district. The Council's vision for the district is "providing the best of rural provincial living".

WellingtonNZ

WellingtonNZ is the Greater Wellington region's Economic Development Agency (EDA) and Regional Tourism Organisation (RTO) for Wellington City. They receive funding from both the Wellington City and Greater Wellington Regional Council. The organisation supports businesses to build capability, runs civic venues and invests in events to host for the city of Wellington and is also responsible for destination development and marketing. They should work closely with mana whenua through purposeful iwi engagement, and Destination Wairarapa to ensure that the region is marketed in the right way, through the right channels, and operators within the district are appropriately supported.

Mana Whenua – Rangitāne Tū Mai Rā Trust

The Rangitāne Tū Mai Rā Trust is the post-settlement governance entity, or PSGE, for Rangitāne o Wairarapa and Rangitāne o Tamaki nui-ā-Rua. The Trust was ratified by the iwi in late 2013 and established in March 2014. It was established prior to the comprehensive iwi settlement and currently holds assets obtained during the negotiations.

The Trust has received all the Treaty Settlement assets from the Crown and is responsible for the overall management of those assets. It may do so with the assistance of subsidiaries established by the Trust or related entities through contractual arrangements.

Mana Whenua – Ngāti Kahungunu ki Wairarapa Tāmaki Nui-a-Rua

The purpose of Ngāti Kahungunu ki Wairarapa Tāmaki nui-a-Rua Settlement Trust is to represent all iwi members in negotiating the settlement of our Treaty of Waitangi grievances with the Crown.

The initial Trust was established in December 2010 following extensive consultation with iwi, hapū and marae. The trustees were elected by Ngā Hapū Karanga.

They have now transitioned to a Settlement Trust as they work towards completing this important kaupapa for all those who whakapapa to Ngāti Kahungunu ki Wairarapa Tāmaki nui-a-Rua.

Greater Wellington Regional Council

The Greater Wellington Regional Council is a regional council with eight territorial councils within their boundaries. The responsibilities for this regional council include the management of natural resources for the benefit of the whole region (including the large recreational areas Queen Elizabeth Park, Akatarawa Forest Park and parts of the Waikanae and Ōtaki Rivers), essential community services such as road maintenance, land-use and subdivisions, community health and community services. Various Acts of Parliament such as the Local Government Act 2002 and the Resource Management Act 1991 provide the council with a framework for their activities.

Department of Conservation

The Department of Conservation plays an important role within the Wairarapa. The region is home to a number of conservation and nature areas that are administered by the Department of Conservation. This includes a number of tracks, DoC Huts that service trampers in the area, Pūkaha National Wildlife Centre and the ecologically diverse area of Wairarapa Moana. There are a number of businesses within the region who hold current concessions to access these areas.

APPENDIX B: STRATEGIC CONTEXT

National Tourism Strategic Context

TOURISM 2025 AND BEYOND

Provides a clear pathway towards a sustainable tourism industry for Aotearoa, New Zealand. It has been created by industry for industry and places the value firmly on communities, individuals, the environment, the economy and visitors. The vision for the framework is “Growing a sustainable tourism industry that benefits New Zealanders.”

The Framework has four key goals:

- Make sure our visitors are having great experiences
- Make sure our communities are happy with and benefitting from tourism
- Make sure our environment benefits from tourism
- Bring economic success.

NEW ZEALAND/ AOTEAROA GOVERNMENT TOURISM STRATEGY

The Government wants tourism growth to be productive, sustainable and inclusive. The goals of the New Zealand-Aotearoa Government Tourism Strategy are:

- Tourism supports thriving and sustainable regions
- Tourism sector productivity improves
- New Zealand-Aotearoa delivers exceptional visitor experiences
- Tourism protects, restores and champions New Zealand-Aotearoa’s natural environment, culture and historic heritage
- New Zealanders’ lives are improved by tourism.

In May 2019 Government and Tourism Industry Aotearoa have agreed to five key priorities for immediate action in the coming year. These are:

- Sustainable growth
- Improved data and insight
- Building the tourism workforce
- Destination management and planning
- Carbon and climate change.

While there has been no revision of theme, these immediate priorities provide clear guidance for regions on the current important issues to deliver on the national tourism strategic goals.

NEW ZEALAND TOURISM SUSTAINABILITY COMMITMENT

As part of implementing the tourism strategies, Tourism Industry Aotearoa has developed the Tourism Sustainability Commitment to enable tourism operators to voluntarily work towards achieving the four pillars of sustainability.

The Tourism Sustainability Commitment has been developed by industry for industry to progress the vision of New Zealand leading the world in sustainable tourism. It comprises 12 commitments across the four pillars of environment, community, visitor, and economy that individual businesses sign up to. Over 1400 tourism businesses have already committed to this programme which is becoming an industry standard. Commitment requires:

- Having a sustainability plan with goals for all 12 Commitments
- Making measurable progress towards the goals
- Embedding sustainability into business systems, processes, and plans
- Providing an annual update on progress
- Telling communities and visitors about our sustainability efforts.

As a result, this programme enables the tourism industry and individual operators to demonstrate their performance to potential visitors as well as the community within which the industry operates.

District Plans and Relevant Tourism Strategies

MASTERTON DISTRICT COUNCIL, CARTERTON DISTRICT COUNCIL AND SOUTH WAIRARAPA DISTRICT COUNCIL

Long-term and Annual Plans

The long-term plan sets the direction for the council and governance of the district and provides financial and infrastructure strategies to determine budget over a long period of time. The Annual Plans outline the short-term specifics that are needed in order to achieve the long plan, and identifies the activities, and resource required to deliver the plans and where those resources might come from.

Wairarapa Combined District Plan

The three Wairarapa District Councils (Masterton, Carterton and South Wairarapa) have prepared a Combined District Plan, under the Resource Management Act 1991. It was the first Combined District Plan in New Zealand and the first 2nd generation plan to become fully operative.

The Wairarapa Combined District Plan has been developed to address the significant resource management issues identified in the Wairarapa. It is based on clear policy direction, which provides a robust framework for the range of regulatory and non-regulatory methods it employs to manage the effects of the use, development and subdivision of the natural and physical resources of the Wairarapa.

Wairarapa Economic Development Strategy

The Wairarapa Economic Development Strategy [WEDS] was developed to maintain momentum in the region's economy and plan for a future which allows for growth. OThe region's three mayors are all on the WEDS Governance Group, with an independent chair, which aims to establish, extend, improve and upscale small businesses and the primary sector in the key focus areas, including added-value food and beverage, visitor and tourism and the knowledge economy.

Each mayor is responsible for one of those three key sectors in this region-wide approach. Greater Wellington Regional Council chair, along with business and Iwi leaders also help make up the Governance Group.

In 2019, WEDS supported a number of significant applications to the Provincial Growth Fund which will benefit the region in many different ways.

Future Tourism Strategies

WELLINGTON REGIONAL DESTINATION MANAGEMENT PLAN

A destination management plan for the Greater Wellington Region will be developed that will point to the aspirations for the region, the opportunities and challenges that exist on the journey to achieving these aspirations. The destination management plan for the Wairarapa will be a key part in informing this region-wide plan which will identify the common themes and recommendation actions that should be taken in order to manage the broader destination effectively.

APPENDIX C: CURRENT VISITOR INDUSTRY

Visitor Accommodation



347 properties with the capacity to accommodate approximately **3,449** people (excluding holiday park camp sites and freedom camping areas)



Café's restaurants and Bars

111 listed on tripadvisor, **67** mid to high quality none at Castlepoint. Plenty with **4+** star ratings.

40 in Masterton district (1 in Riversdale - very basic, 3 in Castlepoint), **14** in Carterton, **28** in Martinborough and surrounds, **11** in Featherston and surrounds (3 in rural Sth Wair)

13 Qualmark accreditation **12** Qualmark Sustainable Business Award

Conference Facilities



14 conference and event facilities with capacity up to **500** theatre style but mostly small, some with and some without accommodation

Events and Stadium facilities

1 plus a number of rural halls

16 Recreation and Sports facilities

Urban Public Spaces and public parks

16
Council parks and reserves



Tourism Attractions and activities

Approx. **39** events that include visitors.

19 Cultural/historical	5+ Night
41 Active	3 Urban parks
2 Wildlife	2 Flightseeing
4+ Natural	4 Fishing (fresh and salt)
39+ Wine and Food	2+ Others
6+ Boutique shopping	

APPENDIX D. WAIRARAPA VISITOR SECTOR

Current visitor spend

The Ministry of Business, Innovation and Employment's (MBIE) tourism electronic card transaction spend (TECTS) for the year to January 2021 saw Wairarapa as one of only five regions in New Zealand with a positive result for the 12 months, up 3% to \$113m (Trust Tairāwhiti, up 4% to \$118m, Visit Whanganui, up 3% to \$75m, Northland, up 2% to \$583m and Destination Coromandel, up 1% to \$286m). This was up from previous years despite COVID 19 lockdowns and border closures (\$109m in 2020, \$105m in 2019), with the majority of spend made by domestic visitors (\$105m).

Areas like Wairarapa scored lower on accommodation spending despite doing better for overall spending. This may be due to day trippers from Wellington, the number of visitors staying with friends and family, or in their own/friend's baches.

The majority of visitor spend in Wairarapa primarily falls into the broad categories of retail and food and beverage.

The largest proportion of visitor spend was in Masterton District (\$57m), followed by South Wairarapa (\$46m), and then Carterton (\$9m).

Visitors and visitor nights

Total arrivals at commercial accommodation in Wairarapa for the year to September 2019 was approximately 139,552 arrivals ((this does not capture visitors staying with friends and family, in peer to peer or bach accommodation – visitor numbers could therefore be double this figure as shown in other regions who, like Wairarapa, have a high number of private/peer to peer accommodation).

Total guest nights for this period was 268,988 (37,295 international, 231,693 domestic guest nights).

Visitor spend (up 3% to Wairarapa over the previous year) and surveys commissioned by Tourism New Zealand during the COVID period indicate that visitor numbers to Wairarapa have gone up post COVID lock downs, suggesting that this figure is conservative.

TOTAL CURRENT YEAR END ARRIVALS and NIGHTS GUESSTIMATE: 139,552 (CAM) x 3% (4,186 based on spend 3% increase) = 143,739 x 2 to include private accommodation = 287,477 visitors per annum, x 1.9 LOS (ADP and CAM) = 546,206 nights (NB LOS likely higher with holiday home owners included)

As a cross check: Feb-May 2019 (CAM) of 49,537 plus June 2020 to Jan 21 (ADP) running total of 96,849 guest arrivals (ADP), = 146,386 x 2 to include private accommodation = 292,772 x LOS 1.9 (ADP and CAM), nights = 556,267 nights (NB LOS likely higher with holiday home owners included)

Range of 143 – 147,000 total estimated visitors and 546 – 556,000 total estimated visitor nights per annum in Wairarapa.

Length of Stay

Wairarapa currently has a total of 347 accommodation properties with the capacity to accommodate approximately 3,449 people (excluding holiday park camp sites and freedom camping areas).⁶ In addition, there are 15 camping/ holiday parks (private and DOC) providing approximately 871 camp sites/cabins, and 11 designated freedom camping sites.

Overall occupancy for Wairarapa commercial accommodation properties (incl camps and holiday parks) is 41% (running average of 8 months to Jan 21, excl Feb-May, ADP) with a high of 63% in Jan 21 – higher than the national average of 52%. The length of stay for Wairarapa is 1.9 nights (in commercial accommodation).

⁶ Destination Wairarapa I-SITE audit

VISITOR ECONOMY SNAPSHOT

Total arrivals at commercial accommodation in Wairarapa for the year to September 2019⁷ was approximately 139,552 arrivals. Due to the fact that visitors staying with friends and family and those who opt to stay in peer-to-peer accommodations are not captured, this number will be quite a lot higher as Wairarapa has a high number of private and per-to-peer accommodation options. Total guest nights for this period was 268,988 (37,295 international, 231,693 domestic guest nights).

Visitor spend (up 3% to Wairarapa over the previous year) and surveys commissioned by Tourism New Zealand during the COVID period indicate that visitor numbers to Wairarapa have gone up post COVID lock downs, suggesting that this figure is conservative.

⁷ Statistics New Zealand Commercial Accommodation Monitor. This has been superseded by the Accommodation Data Programme that currently only has eight months of data available (ie no annual figures available yet).

APPENDIX E. ACCESS INTO AND AROUND THE REGION

Access into and out of the region is predominantly via road or train, although there are some bus routes that can also be used to access the destination



One of the major factors holding back tourism in the Wairarapa include reliability of road transport connections to Wellington (meaning, for example, that it is too risky for cruise ships markedly over recent years), the rail link is still unreliable, with infrequent off-peak services. Encouragingly, Wairarapa has electric chargers located across the region in every district and in each of the five towns, with many in tourist hotspots and hero destinations. The number and capacity of EV charging stations will need to increase as a result of the uptake of EVs from residents and additional demand from visitors.



The public transport connections for leisure visitors from Wellington are limited, especially at weekends. Improved rail connectivity and more frequent off-peak services, combined with public transport connections between the five towns, are essential to reduce dependence on cars and increase gateway options. There is potential to offer an expanded train service with more frequent trips on the weekends, provide rental cars at train stations and bus connections to towns from all trains to connect visitors to places through a shared story, encouraging dispersal and visitation into less-known areas and communities. There is also potential to develop weekend train packages, which become part of the Wairarapa experience.



There are currently only bus services to Palmerston North, and from there you must transfer to another service to access other destinations. There are currently no intra-regional bus services through the region. There are companies that offer tours and charters and assist with transport on event days,



There is no domestic or international airport in Wairarapa with Palmerston North and Wellington airports a two hour drive. The Hood Aerodrome in Masterton is currently for private landings and events only. Recent funding from the Provincial Growth Fund of \$10M for improvements to the airfield and runway will increase the opportunity for commercial operators to consider Masterton and the wider region for scheduled aviation links.

There is also a strong network of cycle trails that can be used to traverse the region



The three Wairarapa councils have co--developed The Five Towns Trail Project - an off--road recreational trail project that aims to connect the five townships in Wairarapa through a series of off-road recreational trails to improves well-being and attracts more visitors to Wairarapa. This project aims to get more people more active more often, by providing safe, affordable, accessible year-round off-road recreation trail provision from Greytown to Carterton, Carterton to Masterton, and across the Gladstone and Carterton urban loops. Extra bike capacity has recently been added to weekend train services however this is also required at peak commuter time, so weekend and day trippers can maximise their time in Wairarapa.

APPENDIX F. TOURISM NEW ZEALAND DOMESTIC MARKET SEGMENTS

Travel Trends

Tourism New Zealand have provided updated domestic market Segments⁸ provides information on the target segments within the domestic market. The 2020 global pandemic has had an impact on future travel trends and travel decisions with visitors seeking:

- more meaningful interactions with locals and their environment
- recreation in the outdoors – eg cycling and camping
- genuine engagement, to learn something and to contribute back
- a regenerative experience
- a feeling of safety and confident that their health is a priority
- smaller, more intimate experiences over large scale operations
- a longer lead time as all options and alternatives are explored
- recommendation of others at the point of decision making
- travel outside of traditional seasons and destinations that are closer to home
- more accessible destinations (versus places with constrained transport options)
- a more purposeful and measured approach to destination choice (eg supportive communities, sustainable/regenerative).

TNZ research – domestic trends

- Shifting away from a value for money mindset more to a value for experience mindset
- Exploring and re-connecting to places already been to but with a new, more in-depth angle
- Discovering new and hidden gems
- Seeking history, culture, community, personal, - deepen and enrich the experiences
- Telling stories around the unique qualities of the region
- Greater alignment between regions - higher value journeys
- Regional positioning vs individual businesses
- Telling the conservation story - not just natural beauty
- Activities that consistently came up to encourage people to experience the region - cycling and walking, food and bev, events.

⁸ <https://www.dgit.nz/domestic-traveller-segments/>

Potential market size

DGiT 2020 for domestic market (n.b. does not include business travel):

Over one million potential trips per annum, 229,000 day, 810,000 overnight, high skew towards adults only (76%), from Wellington 34%, Auckland 15%, Wairarapa residents themselves 15%, Waikato 6%, Bay of Plenty and Manawatu both 4%.

Key activities interested in (in general, not Wairarapa specific) include eating at local restaurants (31%), short walk in the wilderness (30%), shopping at farmers' or local food markets (25%), vineyard tastings (16%), bathe in hot pools (16%), visit a wildlife sanctuary (15%), urban short walk (15%), brewery or vineyard tour (14%), a half or full day hike (up to 3hours) (14%). Activities most associated with Wairarapa specifically include: Vineyard tastings, Wine trail, Ballooning, Brewery or vineyard tour, Wine and food festival.

Prefer to stay with friends or family (51%), a motel (47%), peer to peer accommodation (25%), holiday parks and camp grounds (30%) or a hotel (24%). Bed and breakfast and serviced apartments, free camping, own bach, luxury lodge, DOC hut or backpackers all under 15%. Willing to pay \$150 - \$240 per night?

Decide on region first, then activities. Decide to go 1-3 months out. Book some in advance but a lot during the trip.

Key messages based on visiting friends and family, discovering new things, relax and escape, connect and share time with friends and family, explore the outdoors and experience rustic laid back, real New Zealand. Trigger to travel include general friends and family get together, specials or cheap accommodation, travel and activity deals, seeing or hearing about an activity.

Current Visitor segments and Target markets for Wairarapa

Current visitor markets to Wairarapa are driven by Wellingtonians visiting friends and relatives in the Wairarapa, or they own a holiday house in the area. They are trendy/ tech savvy, coming for family activities, events, nature-based activities (tramping and visits to the coast), and boutique products/experiences (e.g. cheese, wine, shopping). These visitors generate a lot of positive word of mouth referral.

Other visitor segments include:

- Weekends away by groups of females from Wellington, with activities based on spa treatments, wineries, food and beverage, shopping, and potentially a trip to the coast
- Weddings, hen and stag weekends, plus other events. There were at least 32 organised weddings by one operator last year, with just under half being international.
- Families from Wellington, especially visiting and staying in Masterton
- Small conferences - including directors of companies visiting with spouses
- General leisure visitors from Auckland (other New Zealand) and Australia for a short break/ weekend away or a day trip from Wellington
- Touring groups - only a few tour operators visiting on a regular basis

Internationally, approximately 38,000 visitors from Australia flew direct into Wellington for the year ending June 2017. Seventeen percent of Australian overnight visits and eight percent of Australian visitor spend was in Wellington region. In terms of activities participated in, seven percent of Australian visitors cycled, 73 percent walked/hiked, and 23 percent participated in a food and wine-based activity whilst in New Zealand. Their preferred method of travel is self-drive, and they have a high repeat visit rate.



FIGURE 1 TRAVEL PLANNING FOR POTENTIAL DOMESTIC VISITORS TO WAIRARAPA

Wellington

The Colmar Brunton research indicates that the Wairarapa is a key destination for Wellingtonians. It is a region to unplug, relax and treat yourself to the finer things in life. Girls weekends and hens parties are often visitors over in the Wairarapa for a long weekend. The region also appeals more for a weekend or short break, rather than a longer break.

The Wairarapa is seen as a great day trip destination from Wellington, but the road over the Remutaka is often seen as a detractor.

Although the Wairarapa is not seen as a popular destination for our largest domestic market, Auckland, it did appeal to visitors once they were made aware of what there is to do within the region.

Key barriers are the cost of accommodation and travel, and the weather.

We've identified nine segments of domestic leisure travellers based on their travel behaviours and preferences.



Queenstown



APPENDIX G. COLMAR BRUNTON

What is driving current appeal for Wairarapa?

Overall for Wairarapa (international and domestic visitors):

- Positive attributes (96% positive) related to wineries, cute towns, native birdlife, easy bush walks, lighthouses, great food, museums (specifically Cobblestones museum/early settlers), and wonderful people
- Improvements: capacity and service levels at key wineries/ cellar doors during peak season, better access for elderly and disabled especially in towns/museums), road to Castlepoint.

Figure 1. Emotion & Attributes word cloud



Figure 2. Emotion word cloud



Domestic traveller survey key outakes:

- 8% of domestic travellers are interested in a weekend break (less than 3 days) to Wairarapa and 3% for a longer break (Wellington city is 18% and 14% respectively)
- Interest in visiting Wairarapa is highest amongst people who live closest to Wairarapa – the rest of the Wellington region and Manawatu.

In terms of domestic visitor segments – Wairarapa has the most (but still a relatively low 10-16%) interest from ‘family and friends’, ‘explore nature’, ‘treat myself’, ‘wine, food and scenery’, ‘knowledge seeking’, and ‘sports and events’.

People become more interested in Wairarapa once they became aware of what it offers (an additional 22% who weren’t initially interested), resulting in a higher interest (33-39%) from the market segments of ‘relaxation and wellbeing’, ‘treat myself’, ‘wine, food and scenery’, ‘knowledge seeking’, and ‘sports and events’.

The Wairarapa’s ‘hero’ experiences are: Martinborough, Castlepoint, Cape Palliser, and its wine and food festivals. These experiences are particularly appealing to the Treat Myself; Wine, Food, & Scenery; Relaxation & Wellbeing segments

Martinborough (especially for ‘treat myself’ and ‘relation and wellbeing’, Castlepoint (especially for ‘family and friends’) and Cape Palliser (especially for ‘explore nature’). Toast Martinborough and Wairarapa wines and harvest festival especially for ‘sports and events’.

Figure 3. The appeal of experiences



Wairarapa is below the national average in associations with supporting themes and experiences – affordable and enjoyable accommodation, shopping, enough things to do, range of places to eat, and evening entertainment in town.

Wairarapa has a relatively low level of appeal at the moment, but has experiences which appeal to some segments – the focus should be building awareness of the offer

18% of people would be interested (likely or very likely) to add a day trip to Wairarapa in to their multi day trip to Wellington – especially for ‘exploring nature’, ‘wine, food and scenery’, knowledge seeking’, and ‘sports and events’ segments.

Satisfaction with recent visits to the Wairarapa is very high, particularly amongst those visiting for reasons other than seeing friends and family, especially high with exploring the outdoors, discovering new things and places, and bonding with travelling companions.

The main reasons people gave for enjoying their Wairarapa break were the wineries, the scenery, the atmosphere, and the amount of experiences on offer.

Figure 4. Reasons for visiting the Wairarapa



What could drive greater appeal? Where are the gaps/improvements?

The most frequently suggested improvements to the Wairarapa experience were to improve access and increase the number of food options.



Wairarapa currently attracts little interest outside of the Wellington region. There is a lot of scope to expand the current level of interest, however – interest increases markedly once potential travellers understand the experiences on offer.

Wairarapa’s experiences are very appealing, however interest in the Wairarapa once people become aware of the experiences doesn’t quite reflect the appeal of the experiences ... this suggests there is a barrier – possibly perceived accessibility.



ACTION ITEMS REPORT

Purpose of Report

To present the Council with updates on actions and resolutions.

Recommendations

Officers recommend that the Council:

1. *Receive the District Council Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to Council for information. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on. Procedural resolutions are not reported on.

2. Appendices

Appendix 1 - Action Items to 18 May 2022

Contact Officer: Amy Andersen, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

Appendix 1 – Action Items to 18 May 2022

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
739	10-Feb-21	Russell	<p>COUNCIL RESOLVED (DC2021/07):</p> <ol style="list-style-type: none"> To receive the Recommendations from Planning and Regulatory Committee Report. (Moved Cr Fox/Seconded Cr Hay) Carried To endorse the methodology used to establish the value of a 7000m2 section of legal, unformed road reserve (part of Hickson Street) contained within the property at 185 Boundary Road, Featherston. To agree to sell and transfer that section of road to the owner of 185 Boundary Road, Featherston for the price of \$53,550 and all other costs relating to the stopping of the road, sale, and transfer to be met by the purchaser. To stop that section of road in accordance with Section 342 and Schedule 10 of the Local Government Act 1974. (Moved Cr West/Seconded Cr Vickery) Carried 	Open	<p>31/3/21: Council decision presented to owner for consideration. 12/11/21: Officers to check in with owners on their intention. 29/03/2022: Still progressing in terms of payment considerations by purchaser. 06/04/22: Officers to make contact with owners. 11/05/22: Officers awaiting response from the owners. Email sent 05/05/22.</p>
420	15-Sep-21	Stefan	<p>Provide reporting on roading asset management planning, particularly around heavy vehicle use (e.g. logging trucks) on smaller rural roads</p>	Open	<p>28/03/22: Need to revisit and request clarification on what is required and why this information is being sought to produce the information required. 11/05/22: Officers request clarification on what is required and why this information is being sought to produce the information required. Council requested to provide more specifics.</p>
535	10-Nov-21	Russell	<p>Distribute information on infill design guides with a view to a future decision report being presented to Council</p>	Open	<p>29/03/22 - Design guides are to be considered within the Wairarapa Combined District Plan (WCDP) review - there will be a further update as the WCDP progresses. 11/05/22: No new updates.</p>
538	17-Nov-21	Karon	<p>COUNCIL RESOLVED (DC2021/95):</p> <ol style="list-style-type: none"> To receive the Options for Reducing Budget and Rates for 2021/22 Report. (Moved Cr Jephson/Seconded Cr Fox) Carried To agree that Option 3 (to make reductions in costs that do not significantly reduce levels of service and carrying over savings to the next financial year) is the preferred option with regards to the balance of the 21/22 year. To note that a full review of options including a full LTP review or an LTP variation will be presented at the first Council meeting of the 2022 year. 	Open	<p>14/02/2022 - Report is being prepared for Council meeting 6 April; also to be discussed at Annual Plan/Long Term Plan workshop's</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			(Moved Cr Jephson/Seconded Cr Plimmer) Carried Cr West abstained.		
542	17-Nov-21	TBC	<p>COUNCIL RESOLVED (DC2021/99):</p> <p>1. To receive the Central Greytown Property: Project Plan Report. (Moved Cr Fox/Seconded Cr Plimmer) Carried</p> <p>2. To agree that the proposed project plan to consider the future use of 85-87 West Street commences next financial year subject to confirmation of a budget including consultation in the 22/23 Annual Plan. (Moved Cr Plimmer/Seconded Cr Hay) Carried</p> <p>C4. Revoking Council Resolution Permitting Subdivision of Council Owned Land in Greytown Members noted that any future decision on the land and subsequent use would follow Council processes and policy.</p> <p>COUNCIL RESOLVED (DC2021/xx):</p> <p>1. To receive the Revoking Council Resolution Permitting Subdivision of Council Owned Land in Greytown. (Moved Cr Fox/Seconded Cr Plimmer) Carried</p> <p>2. That pursuant to Standing Order 23.6 Council revoke resolution DC2000/9 (4) bullet points one and three within the General Manager's Monthly Report dated 16 February 2000, being:</p> <p>a. Council approve the sub-division of Lot 1 DP29958 at the Greytown Flats, West Street, Greytown.</p> <p>b. The necessary notice under section 230 of the Local government Act 1974 be advertised to allow for the possible sale of the Greytown sections.</p> <p>3. To note that should an advertisement dating from this period be discovered, then it was placed at the authority of the Council at the time. (Moved Cr Plimmer/Seconded Cr Colenso) Carried</p>	Open	No new updates.
550	17-Nov-21	Stefan	Provide financial return information on Council's commercial lease properties to the Assets and Services Committee	Open	<p>24/03/2022: Discussed with Katrina - query as to whether has this been overtaken by info provided for annual report? To be confirmed.</p> <p>6/5/22 - To be discussed with Karon when she is on board. Check Annual Plan.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
551	17-Nov-21	Harry	Setup a workshop with Colin Crampton and Wellington Water to discuss cost efficiencies	Open	11/05/22: No new updates.
552	17-Nov-21	Karon	Consider the budgetary impact of removing Featherston wastewater and water races away from Wellington Water as the provider	Open	14/02/2022 - Stefan continuing to work with WWL to fully understand the impact 28/03/2022 - Still open and actively being progressed.
554	17-Nov-21	Karon	At the first Council meeting of 2022 provide options and costs for councillors to consider with regards to a full LTP review, undertaking a variation to the LTP or preparing an Annual Plan	Actioned	14/02/2022 - A full LTP review will take six to nine months to complete. An LTP variation or full review would require auditing and also impact on other deliverables. This has not been factored into budgets or internal resourcing capacity. It is difficult to estimate the cost to each of these without understanding the magnitude of changes. The annual plan has been scheduled into current year budgets. The cost is internal resourcing; and engagement or consultation costs in the order of \$10k. 28/03/2022 - Report is being prepared for Council meeting 6 April. 06/04/22: Based on decisions from today in Resolution DC2022/16, Action 554 will be closed.
640	15-Dec-21	Amanda	Add the Mayor's Taskforce Working Group and the Working Group for the Future of Local Government to the appointment structure	Open	16/02/22: Added to appointments structure (refer Appendix 3 of Mayor's Report), appts to be made. 24/03/2022: Further info has been requested from CDC/MDC 11/05/22: Info provided by CDC/MDC will be added to CEO Update and Mayor's report for Council meeting 18/05/22.
78	23-Feb-22	Stefan	COUNCIL RESOLVED (DC2022/05): 1. To receive the Tauherenikau River Crossing – Pipe Repair and Renewal Report. (Moved Cr Jephson/Seconded Cr Plimmer) Carried 2. Approve unbudgeted funding of \$325,000 (which includes a 15 percent contingency) to complete the recommended pipeline repair works, on the basis outlined in this report. (Moved Cr Olds/Seconded Cr Jephson) Carried 3. Note the residual risk and potential further costs associated with Option 2 as a short-term repair method. (Moved Cr Hay /Seconded Cr Maynard) Carried 4. Delegate to the Chief Executive authority to approve initial	Actioned	28/03/22: Stefan to resend contingency plan and ask for specific questions. Noted: A contingency plan was included in the following report dated for this meeting: C2 Tauherenikau River Crossing – Pipe Repair and Renewal report - Appendix 1. This also includes anticipated and estimated costs outlined also in B1 - Tauherenikau River Crossing – Pipe Repair, which was also presented at the A&S committee on 2 Feb 2022. 6/5/22 - Repair completed in April 2022.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			<p>funding of up to \$50,000 (capital) this financial year to complete an investigation and review to confirm the preferred option for the renewal and location of the pipeline. (Moved Cr Fox/Seconded Cr Hay) Carried</p> <p>5. That any additional costs above the approved amount in point 2 above will come to an extraordinary Council meeting for approval. (Moved Cr Jephson/Seconded Cr Olds) Carried</p> <p>6. Request from Council and Wellington Water Ltd a more complete outline of contingency plan and costs should the pipeline fail. (Moved Cr Hay/Seconded Cr Fox) Carried</p>		
80	23-Feb-22	Amanda	<p>COUNCIL RESOLVED (DC2022/07):</p> <p>1. To receive the Mayors' Report. (Moved Cr Olds/Seconded Cr Colenso) Carried</p> <p>2. Approve the councillor appointments for 2022 as per Appendix 3, noting membership changes to the Waiohine Floodplain Management Steering Group would be deferred with a report back to the next Council meeting. (Moved Cr Jephson/Seconded Cr Emms) Carried</p>	Actioned	06/04/22: Confirmed in Council meeting via Mayor's Report.
83	23-Feb-22	Amanda	<p>Provide advice on the appropriateness of Cr Plimmer being a representative on the Wairarapa Policy Working Group for the review of the Wairarapa Local Alcohol Policy given his judicial duties</p>	Actioned	2/5/22: Advice provided. Refer to report to Council meeting 18 May 2022 seeking a new representative.
94	16-Mar-22	Stefan	<p>COUNCIL RESOLVED (DC2022/10):</p> <p>1. To receive Use of Additional Fiscal Stimulus for Wellington Water Limited Opex Budget Report. (Moved Cr Fox/Seconded Cr Maynard) Carried</p> <p>2. Notes unconstrained 3 water OPEX costs are forecasted to be \$1.1M overspent in FY 2021/22. (Moved Cr Plimmer/Seconded Cr Hay) Carried Cr West abstained</p> <p>3. Approves that \$1M fiscal stimulus CAPEX be reprioritised to the SWDC OPEX budget to meet the forecast overspend. (Moved Cr Olds/Seconded Jephson) Carried Cr West abstained</p> <p>4. Note that this will need to be replaced with additional CAPEX</p>	Open	<p>28/03/22: Finance, Audit and Risk Committee (next meeting 30/03/22) to provide a recommendation to Council on the method of funding.</p> <p>6/5/22 - Report prepared for Finance Audit and Risk Committee - 11/05/22.</p> <p>11/05/22: FAR Recommendation report prepared for Council meeting 18/05/22.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			funding of \$1M and agree to refer options for funding of the \$1M CAPEX to the Finance, Audit and Risk Committee for a recommendation to Council on the method of funding. (Moved Cr Colenso/Seconded Cr Plimmer) Carried Cr West abstained		
95	16-Mar-22	Stefan	Request a full breakdown of cost overruns for financial year 2021/22 be provided to Council from Wellington Water Ltd, S Corbett.	Actioned	28/03/2022 - Report on the funding methods update to go this week. 6/5/22 - Full budget reporting has been provided through A&S reports.
122	6-Apr-22	Russell	a. Clarify the ward boundary in relation to the road naming application for the Right of Way at Ocean Beach Road to ensure it was presented to the correct community board, R O'Leary. b. Provide information regarding the approval of the road name Peony Drive in Greytown, R O'Leary.	Actioned	19/04/2022: Update on part b. The name (and other options) was put forward by the developer at the time of subdivision. The name Peony represented the past use of the land being subdivided which was used for growing Peonies. The significance should be outlined in the report that went to the meeting. 12/05/22: Update on part a. The road name report that went to MCB for approval is now on the agenda to FCB for their meeting 17 May as it was in the Featherston ward.
125	6-Apr-22	Karon	COUNCIL RESOLVED (DC2022/14): 1. Receive the Grant Funding 2021-22 Report. (Moved Cr Plimmer / Seconded Cr Colenso) Carried 2. Approve the request from Wharekaka Trust to repurpose the \$6,000 community grant received in the first 2021/22 funding round for the purchase of a call bell system to the Meals on Wheels Service across South Wairarapa. (Moved Cr Colenso / Seconded Cr Maynard) Carried 3. Defer decision on entering into a one-year partnership arrangement with Greytown Sports and Leisure for funding of \$45,000 for the purposes of operational funding until the next Council meeting pending clarification of funding from other sources and the extent of their funding. 4. Note that officers intend to make updates to the Grants Policy to provide clarity of the process for consideration of grant requests and applications made outside of scheduled funding rounds. (Moved Cr Colenso / Seconded Cr West) Carried	Open	6/5/22: Refer to Action 126.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
126	6-Apr-22	Karon	Greytown Sports and Leisure grant application - Clarification of funding from other sources and the extent of their funding.	Open	6/5/22: Report is being prepared for discussion at future council meeting.
129	6-Apr-22	Stefan	Provide overview of work completed / work in progress to increase road safety on rural roads throughout South Wairarapa in 2021/22.	Open	6/5/22: Email sent to Tim 6/5/22
131	6-Apr-22	Amanda/Sheil	Research other Council approaches to engagement with the community regarding Three Waters Reforms to progress an overview.	Open	No new updates.
132	6-Apr-22	Amanda	<p>COUNCIL RESOLVED (DC2022/18):</p> <ol style="list-style-type: none"> 1. Receive the Road Stopping 23 Humphries Street Greytown Report. (Moved Cr Plimmer / Seconded Cr Fox) Carried 2. Note that public notification of the proposal to stop the road has been undertaken in accordance with Schedule 10 of the Local Government Act 1974. 3. Note one submission was received during the public notification period and that no further action is required as the matters raised have been resolved satisfactorily. 4. Agree to declare that the approximately 295m2 of legal road adjoining 23 Humphries Street (being SO 568092) is not required by Council and is surplus to Council requirements. 5. Approve the sale of the land as shown on Survey Office plan SO 568092 to the adjoining landowners at 23 Humphries Street for a total of \$30,000 (including GST, if any) plus associated legal and survey costs. 6. Delegate to the Chief Executive Officer all powers necessary to proceed with the process to stop the legal road (comprising approximately 295m2) as shown on Survey Office Plan (SO 568092) and to complete the transaction. 7. The above resolutions are subject to there being no other services that may require easements within the land. <p>(Moved Cr Hay / Seconded Cr Plimmer) Carried</p>	Open	<p>14/4/22: A full underground services locator report had been completed. This report identified a wastewater (sewer), water and communications line near the area proposed to be stopped. On inspection of the SO Plan, underground services report and internal mapping systems, Wellington Water Ltd confirmed no issues in respect of the wastewater or water supply, noting the wastewater public main is outside of the proposed area to be stopped. The comms line is a connection for supply to the existing dwelling.</p> <p>2/5/22: Public notification declaring the road as stop has been completed. The process to complete the sale will now be worked through.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
137	6-Apr-22	Bryce	Schedule workshop to discuss the future of housing for pensioners.	Open	11/05/22: To be further discussed with Mayor Beijen re: expectations/attendees

CEO UPDATE REPORT

Purpose of Report

To present the Council with updates on key reforms and initiatives.

Recommendations

Officers recommend that the Council:

1. *Receive the CEO Update Report.*

1. Executive Summary

This report provides key updates in regards to the Three Waters Reforms, changes to Land Transport rules (setting of speed limits) and the Future of Local Government (FFLG).

2. Three Waters Update - 3 May 2022

On Friday, the Minister of Local Government announced decisions on the recommendations from the Representation, Governance, and Accountability Working group. Cabinet has accepted, and is to take forward the majority of the Working Group's recommendations to ensure councils, iwi/Māori and communities have a strong voice in the new entities. The Government will now move to introduce legislation in Parliament shortly.

2.1 Government response to the Working Group recommendations

The Working Group represented a cross section of iwi and council leaders from all over New Zealand. The Minister confirmed the Government has listened to, and acted on its, concerns and recommendations, particularly the need to ensure continued close community oversight and ownership of water entities.

In responding to the Working Group's recommendations, the Government will update legislation across five key areas:

Ownership

- Provide for a public shareholding structure that makes community ownership clear, with shares held by councils on behalf of their communities;

Co-governance

- Embed co-governance principles across the water services framework and at the Regional Representative Group level, while maintaining a merit-based approach to the Water Service Entity Board appointments;

Accountability

- Provide tighter accountability from each Water Services Entity board to the community, including strengthening and clarifying the role of the Regional Representative Group;

Te Mana o te Wai

- Recognise and embrace Te Mana o te Wai as a korowai, or principle, that applies across the water services framework;

Strengthening connections

- Strengthen connections to local communities, including sub-groups feeding into the Regional Representative Group, comprised of representatives of local communities to provide community-based input into the Board's decision making on investment prioritisation and service standards.

•

Following the Government's decision to accept most of the Working Group's recommendations, the Water Services Entities Bill is on track to be introduced to the House in mid-2022. Appendix One provides a more detailed overview on the present stage of the reforms.

2.2 He Pūkenga Wai Fund Open

He Pūkenga Wai Fund has been established to support iwi Māori to participate in the Three Waters Programme and undertake steps that will support mana whenua representation that will provide joint oversight of the new water services entities once they have been established.

This initial round of funding is to support the following outcomes:

- Iwi are well engaged in the reform programme and understand the range of opportunities available in the new system.

- Collaboration and connection across mana whenua within specific entity boundaries are strengthened; and
- Capability and capacity plan for iwi to contribute to the new system is enhanced.

It is expected that the new Water Services Entities will be established by 1 July 2024.

Up to \$18,000 per annum is available to mandated iwi authorities through this fund. This is the first allocation of funding and further support will be announced in the near future.

3. Land Transport Rule: Setting of Speed Limits

Cabinet’s agreement with the Tackling Unsafe Speeds proposals has led to the establishment of a new regulatory framework for speed management utilising speed management plans, safer speed limits around schools and a more effective approach to using road safety cameras. The new Land Transport Rule: Setting of Speed Limits 2022 governs this framework, which will see territorial authorities developing speed management plans for their local roads and Waka Kotahi developing state highway speed management plans. This is a faster and easier process for RCAs than using bylaws and will also ensure greater consistency across regions. Speed Management Plans will outline a 10-year vision for roads to be implemented every three years in line with the National Land Transport Programme (NLTP). Waka Kotahi is developing and engaging with RCAs on its Speed Management Guide: Road to Zero edition to support the implementation of the new framework.

4. Future of Local Government Review

The Future of Local Government Panel describes the purpose of the review:

“ Over the next 30 years, New Zealand will change a great deal. These changes will bring new challenges and opportunities to local governance. The country will have a larger, more diverse population and technology will change the way we live and work. Climate change will require us to adapt and reshape our economy and lives. The Treaty of Waitangi partnership will move into a new phase with an increasing focus on enduring, mutually beneficial relationships.

All of these trends have local impacts and will require local responses, meaning that effective local governance is critical to New Zealanders’ wellbeing, now and into the future.

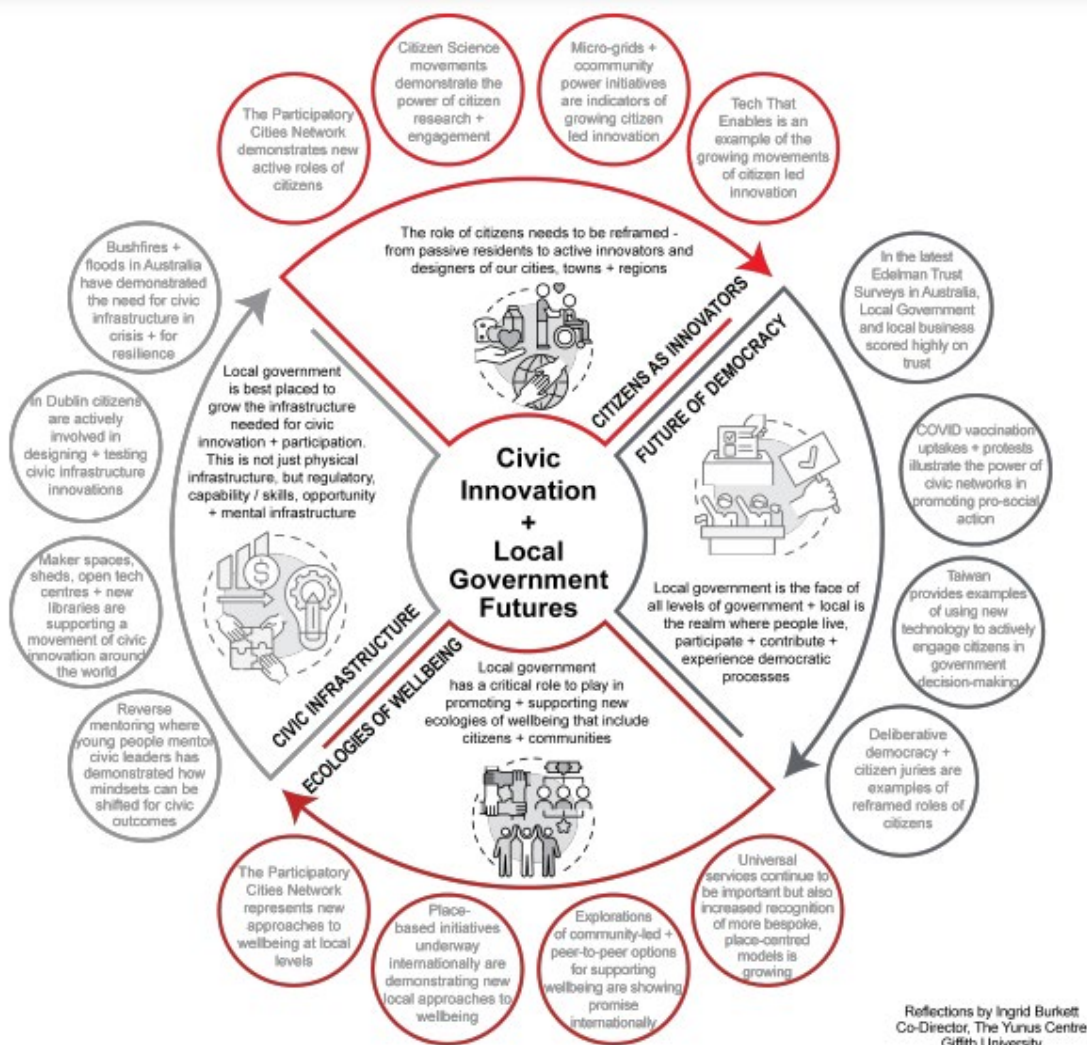
This independent Ministerial review is an opportunity to create a new system of local governance and democracy that will effectively respond to a changing New Zealand and create conditions for communities to thrive.”

“The Review is taking place in three stages, with a report presented to the Minister of Local Government following each stage. These reports are: the interim report, the draft report and recommendations, and the final report.”

The next stage of the process is broader public engagement about the future of local governance and democracy in New Zealand, alongside research and policy development. A report on this stage will be published in October 2022.

There are a number of research reports produced by experts in their fields both in Aotearoa and internationally, that give an indication of the types of innovation, models, and solutions to big issues that the panel are looking at. They include:

- Rethinking Democracy – Why Local Government is the Best Place to Start
- An exploration into the local government central government relationship
- The role of local governance in governing for intergenerational wellbeing
- Structures and roles for enabling local authorities to maximise their contributions to community wellbeing and adapt to meet future challenges
- Professor Ingrid Burkett, co-director of the Yunus Centre at Australia’s Griffith University, shared her reflections on civic innovation and local government futures in this visual



They are currently seeking community feedback and have set up this web survey <https://getvocalinyourlocal.govt.nz/>

This report summarizes what they have heard from stakeholders between January and March this year <https://futureforlocalgovernment.govt.nz/assets/Monthly-Website-Survey-Report-January-2022-to-March-2022.pdf>

Some common themes that arose across the survey answers were:

- A key new theme was the importance of climate change, with several different respondents stating we need to move beyond mitigation to adaptation.
- Improve consultation and involve communities more in local government, including through deliberative processes and engagement practices.
- Representation in leadership and councils was explored, in particular iwi/mana whenua, women, diverse communities, and youth representation.
- Many see collaboration with others and resource sharing as a way to achieve outcomes together. One interesting suggestion for this was ‘mobile councils’ i.e. getting staff and resources into the communities they serve e.g. working at marae and/or community centres.
- Hiring practices and education for staff can support a cultural and attitude shift. Tikanga Māori and Te Ao Māori values should be at the centre of all recruitment and retention strategies.

The final stage will involve formal consultation about our draft recommendations with a final report in April 2023.

5. Appendices

Appendix 1 – Wairarapa Combined Council Forum – Three Waters Reform Update – Presentation 10 May 2022

Contact Officer: Amy Andersen, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

**Appendix 1 – Wairarapa Combined
Council Forum – Three Waters Reform
Update – Presentation 10 May 2022**

Wairarapa combined council forum

Dougal List, Programme Director – water reforms for Wellington region
10 May 2022



Three Waters reforms - recap

Recap on reforms

- On 29 April the Government confirmed intent to reform how three waters services are managed and delivered across Aotearoa New Zealand.
- Currently, these services – drinking water, waste water, and storm water – are delivered by 67 councils.
- The Government intends to consolidate these services under 4 publicly-owned entities instead.
- Government has also established a new water regulator, Taumata Arowai and is planning to establish an economic regulator for water.

Transition in practice

- Water reforms represent a significant change to local government functions.
- The reforms process will lead to the eventual transfer of accountability for delivery of three waters from councils to new water services entities (WSE) on 1 July 2024.
- With this councils will transfer services, debt, assets, staff and income associated with three waters.
- Wellington Water Limited will be disestablished with staff, assets and contracts transferred to the new WSE.
- The water entity would charge ratepayers directly for these services rather than being paid through rates.
- This transition process will have significant resource and organisational impacts for all councils and WWL. Aspects of this change process are expected to continue past the 1 July 2024 'go live' date.

Headlines – policy and legislation workstream

Key updates

- Government announcements 29 April – intent to proceed
- Responses to 8-week letter process sent to council 7 March
- Working Group [report](#) on governance released 9 March (see below)
- ‘Communities for local democracy group’ and other council positions

Next steps post Government announcements

- Release of revised Bill and Select Committee process – expected mid 2022
- Further legislation including economic regulation late - 2022

Implications and considerations for council

- Select Committee process approach
- Review of detail in legislation
- Council submissions – joint / individual councils
- Public information / engagement to support understanding and directing people to Select committee

Response to the Governance working group report

Accepted almost all the Working Group's recommendations in some form (detail to follow). Key changes:

- **Ownership model and protection from privatisation** - Public ownership of three waters assets through public shareholding, with councils holding shares on behalf of their communities. 1 share per 50,000 population
- **Governance and accountability** - more accountability of the WSE to the community:
 - The RRG should approve the entity's strategic direction
 - The RRG ability to set strategic and performance expectations
 - Can establish sub-regional advisory groups to the RRG to help ensure alignment with local priorities. Co-governance
 - Board merit based
- **Co-governance** – at Regional Representative Group (made up of equal council and iwi/hapū representatives), not Board level. Co-chairs and consensus decision making. 12-14 members
- **Te Mana o te Wai** as a korowai and guiding principle into all aspects of the reforms to ensure tikanga, mātauranga, and local experience and expertise underpin the governance of water services
- Strengthening the application of **Te Tiriti o Waitangi**

Headlines – transition process

Key updates

- NTU new Director Heather Shotter + Board Chair Sir Brian Roche
- Local establishment entities and NTU being formed
- Release of ‘better off funding’ criteria and conditions

Next steps

- Significant number of data / information requests
- Significant technical and transition programme
- Establishment of working / reference groups – including on people, asset transfer and finance
- Development of ‘no worse off’ methodology inc. debt and assets
- Funding for transition costs TBC

Implications and considerations for councils

- Resourcing for reforms
- Prepare for and response to data requests
- Better off funding process / criteria / applications
- Impacts on BAU

Better off funding criteria and process

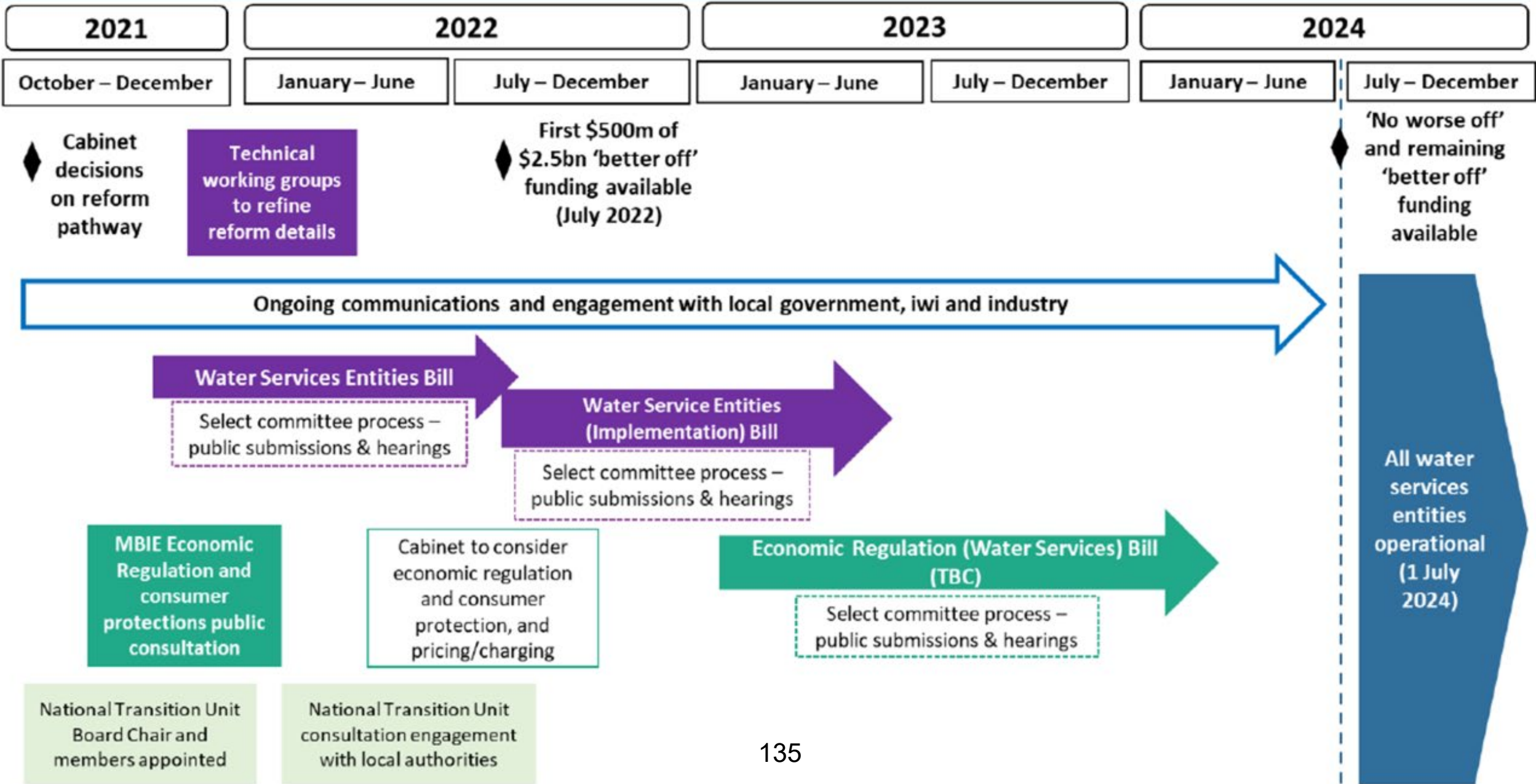
Better off funding

- \$2 billion investment for local government released in 2 tranches
 - Supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards.
 - Delivery of infrastructure and/or services that enable housing development and growth, with a focus on brownfield and infill development opportunities where those are available.
 - Delivery of infrastructure and/or services that support local place-making and improvements in community well-being.
- Criteria, process and conditions for tranche 1 released early April
 - Applications from 11 April to 30 September
 - Funding agreement requires support for reforms process
 - New initiatives and / or acceleration or scaling up
 - 5-year investment period
 - Iwi engagement
 - Other factors: value for money, strategic alignment, risk, community support
 - Monitoring and reporting

Implications and considerations for councils

- Acceptance of terms
- Prioritisation of projects / investment including for WWL activities
- Completion of applications
- Alignment with tranche 2 funding

Three waters reforms timeline



Key challenges and risks

Key challenges and risks

- Impacts on the business while also resourcing this work efficiently and effectively
- Approach to transition for WWL and councils to mitigate business impacts and risks
- Lack of funding and resources for work
- Lack of clear timeline and requirements
- Legislation – timeline and detail remain unclear
- Public understanding is low and significant misinformation

Meeting these challenges

- Shared resources / team across the 9 Wellington councils and WWL
- Transition lead / manager in each council to coordinate
- Specialist resources – external and internal
- Transition strategy for WWL with owners and NTU
- Build relationships and clarity of process with DIA and Transition Unit
- Involvement in working groups
- Clear public information
- Engagement and sharing of information across Entity C and other councils

Recap – what to expect

Appendix 2 – Waka Kotahi NZ Transport Agency – Preparing for Change – Presentation

Waka Kotahi NZ Transport Agency

Preparing for Change

Updates

- Consultation on regulatory funding and fees – closes on **Friday 13 May**
- Business case consultation
- Emissions Reduction Plan – Live call planned for **Friday 20 May.**
- First official Kura/School signage was installed in Napier this week.



Today we'll discuss

- Maintenance on our road network and Network Outcome Contracts - Brett Gliddon, General Manager, Transport Services and Neil Walker, National Manager Maintenance and Operations
- Climate change adaptation - Vanessa Browne, National Manager Programme and Standards
- NZUP's social procurement policy – Matt Trlin, Programme Director, New Zealand Upgrade Programme
- Land Transport Rule: Setting of Speed Limits - Andrew Zielinski from the Ministry of Transport



Land Transport Rule: Setting of Speed Limits

Andrew Zielinski, Senior Adviser, Ministry of Transport

- Cabinet has agreed to the Tackling Unsafe Speeds proposals, which will be established through the new Land Transport Rule: Setting of Speed Limits 2022 to come into force on May 19, 2022.
- This rule sets a framework for territorial authorities to develop speed management plans for their local roads and Waka Kotahi to develop state highway speed management plans.
- The new framework will offer:
 - a faster/easier process
 - greater regional consistency
 - alignment of the speed conversation with infrastructure/enforcement aspects and the Regional Land Transport Plan process
- Waka Kotahi is developing and engaging with RCAs on its Speed Management Guide: Road to Zero edition to support RCAs in implementing the new framework.



Maintenance and Network Outcome Contracts

Brett Gliddon, General Manager, Transport Services and Neil Walker, National Manager Maintenance and Operations

- NLTP has additional funding for maintenance and emergency works but there is still pressure on how much we can deliver
- Network Condition: Call to Action sees us working more closely with suppliers, contractors and local government to achieve greater efficiencies across our operation and deliver better outcomes within available funding.
- Currently assessing the NOCs and what will be the most appropriate to help us deliver our maintenance requirements.
- There will be opportunities for formal feedback on these choices at a later date.



NZ Guide to Temporary Traffic Management

Vanessa Browne, National Manager Programme and Standards

- Further engagement with stakeholders is taking place.
- Key themes are emerging:
 - Roles and responsibilities
 - Consistency
 - Training and competency
 - Support for small contractors
 - Implementation
- Will work with the sector to develop a comprehensive implementation plan



Climate adaptation

Vanessa Browne, National Manager Programme and Standards

- Waka Kotahi is gearing up for climate adaptation – we're facing monumental change
- We're developing a **Climate Change Policy for Land Transport Infrastructure**
- The Draft National Adaptation Plan includes a **Critical Action** for Waka Kotahi to develop our own Climate Adaptation Plan
- We're developing our adaptation approach internally over the coming months. We're looking at the long-term step change – recognising climate resilience will take decades.



NZUP and social procurement

Matt Trlin, Programme Director, NZUP

- NZUP can add value to New Zealand communities by increasing employment, upskilling locals and helping businesses grow.
- Using the Balanced Scorecard encourages suppliers to better perform and focus on key areas like:
 - supporting local economic development
 - delivering on time and within budget
 - reducing carbon emissions.
- Balanced Scorecard been successfully used on a number of projects to date.
- Cost escalation pressures could affect the continuation of this initiative



Q&A

Hei konā mai



NUMBERS AT A GLANCE (DEC 2021 – MARCH 2022)

LUCY COOPER

Visitors	Events	Funding applications submitted
1,698 (Dec 21-March 22)	2	-



WHAT WE'VE DONE:

- Jen Craddock, and independent museums expert, has been leading the fascinating process of coordinating the background research and promoting wide-ranging discussions regarding the Hastwell story. This is an integral part of the Museum's reinvigoration of the Stables and Red Shed component of Cobblestones. With the help of Andy Irving (a 3D designer), we now have a structure for the development and a clear outline of the story we want to tell and how that will happen.
- Our supporters and volunteers continue to commit time, energy and their skills to the Museum. A small, dedicated group has been working hard to bring the former Council tipping dray back to life. On completion, it will be a very worthy addition to our horse-drawn vehicle collection.
- Unfortunately, the ever-present pandemic has impacted our ability to run planned events, including Blues on the Green. However, as you'll see below, the Board is not a group to let the grass grow under its feet, and we have plenty planned over the winter months.
- Notwithstanding COVID, we did manage to go ahead with Carols at Cobblestones in December. Strictly speaking this is a Friends event but it involves members of the Trust in making sure it takes place effectively. Although it was organized at the last minute the community really appreciated our efforts to at least have one traditional event in the run up to Christmas.
- The AR (augmented reality) video for the school sign has been installed. This means we now have two working virtual guides to our collection. Everyone who has watched the AR has been fascinated and engaged.
- Did you know: Cobblestones has a radio programme on Arrow FM 95.7? Cobblestones Chronicles is broadcast live every second Monday morning at 11am and hosted by Board member, Janette Wallace Gedge.



WHAT'S COMING UP:

- The Board has decided to extend Jen Craddock's remit to include a design brief for the Saddlery, which is another key component of the Museum's offer and physically and narratively connected to the Red Shed. For example, Mr Hastwell used the Armstrong saddlery for repairs to his horse gear.
- With our AGM fast approaching in September, Cobblestones is also embarking on a review and refresh of its Strategic Plan and Goals. We have been engaging with our partners and supporters in the wider community to understand our opportunities for the future. We look forward to your input on this process.
- Let there be light! The lights in the exhibition hall are old, expensive to run and suffer from constantly failing bulbs. Our last application to the Museum Hardship Fund resulted in funds which should see at least some replaced with LED lights which will be both cheaper to run and not suffer blown bulbs.
- Lodge the building & resource consent applications for the extension to Engine & Horse Drawn vehicle Sheds.
- Dates for your diaries include:
 - The Festival of Christmas is planned for July. Cobblestones has been invited to take part and in conjunction with the Friends we are intending to provide entertainment and activities on each of the five Saturdays in July.



WHAT WE NEED HELP WITH:

- Funding
- Volunteers
- Working bees
- Spreading the word
- Smooth & swift regulatory processes



SPECIAL MENTIONS:

- Our Friends of Cobblestones have once again been critical to the success of the Museum. The Friends have recently covered the cost and undertaken the maintenance work on the admin toilet block.
- Jen Craddock and Andy Irving for their sterling work and excellent process leading the Trust through the curation journey for our long-term success and vitality.