

Audit Engagement Letters 2023, 2024, 2025

1. Purpose

To inform councillors of the requirements to authorise the Audit Engagement Letters 2022/23.

2. Recommendations

Officers recommend that the Council:

1. Receives the Audit Engagement Letters contained in this Report.
2. Approve the following:
 - i. Audit Engagement Letter 30 June 2023 to 30 June 2025.
 - ii. Audit Engagement Letter, fee proposal 30 June 2023 to 30 June 2025.
3. Delegate authority to Mayor Connolly to sign the attached letters from Audit NZ on behalf of Council.

3. Executive Summary

The audit engagement letters sent on behalf of the Auditor-General who is the auditor of all “public entities” including the South Wairarapa District Council, under section 14 of the Public Audit Act 2001. The Auditor-General has appointed Audit New Zealand and its Audit Director, Jacques De Toit to conduct the annual audits for the Council.

Each year before an audit commences, Audit NZ outlines the Audit Plan, Engagement Letter, and fee structure letter. Audit NZ have recently met with the Interim CEO, CFO and the Mayor to review the fee structure and audit plan.

The final audit commences 25 September 2023 for three weeks until 13 October 2023.

The Annual Reports for 2022/23 is due for Adoption by 31 October 2023.

4. Appendices

Appendix 1 – Audit NZ Engagement Letter, 2 August 2023

Appendix 2 – Audit NZ Proposal Letter, 2 August 2023

Appendix 3 – Audit Fee Negotiations – Letter from Auditor General

Appendix 4 – SWDC Audit Plan 2023

Contact Officer: Karon Ashforth, General Manager Finance

Reviewed by: Paul Gardner, Interim Chief Executive

Appendix 1 – Audit NZ Engagement Letter, 2 August 2023

2 August 2023

Level 2, 100 Molesworth Street
Thorndon
PO Box 99, Wellington 6140

Mayor Martin Connolly
South Wairarapa District Council
PO Box 6
Martinborough 5741

Dear Mayor Connolly

Audit Engagement Letter

This audit engagement letter is sent to you on behalf of the Auditor-General who is the auditor of all “public entities”, including South Wairarapa District Council (the District Council), under section 14 of the Public Audit Act 2001 (the Act). The Auditor-General has appointed me, Jacques Du Toit, using the staff and resources of Audit New Zealand, under sections 32 and 33 of the Act, to carry out the annual audits of the District Council’s financial statements and performance information. We will be carrying out these annual audits on the Auditor-General’s behalf, for the years ending 30 June 2023 to 30 June 2025.

This letter outlines:

- the terms of the audit engagement and the nature, and limitations, of the annual audit; and
- the respective responsibilities of the governing body (the council) and me, as the Appointed Auditor, for the financial statements and performance information.

The objectives of the annual audit are:

- to provide an independent opinion on the District Council’s financial statements and performance information; and
- to report on other matters that come to our attention as part of the annual audit (typically those matters will relate to issues of financial management and accountability).

We will carry out the audit in accordance with the Auditor-General’s Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board (collectively the Auditing Standards). The Auditing Standards require that we comply with ethical requirements, and plan and perform the annual audit to obtain reasonable assurance about whether the District Council’s financial statements and performance information are free from material misstatement. The Auditing Standards also require that we remain alert to issues of concern to the Auditor-General. Such issues tend to relate to matters of financial management and accountability.

The council's responsibilities

Our audit will be carried out on the basis that the council, as the governing body, acknowledges that it has responsibility for:

- preparing the financial statements and performance information in accordance with any applicable legal requirements and financial reporting standards;
- having such internal control as determined necessary to enable the preparation of financial statements and performance information that are free from material misstatement, whether due to fraud or error; and
- providing us with:
 - access to all information relevant to preparing the financial statements and performance information such as records, documentation, and other information;
 - all other information, in addition to the financial statements and performance information, to be included in the annual report;
 - additional information that we may request from the District Council for the purpose of the audit;
 - unrestricted access to council members and employees that we consider necessary; and
 - written confirmation concerning representations made to us in connection with the audit;

In addition, the council is responsible for:

- the preparation of the summary financial statements and summary performance information;
- making the audited summary financial statements and summary performance information readily available to the intended users of that information; and
- including our audit report on the summary financial statements and summary performance information in any document that contains that information and that indicates that we have reported on that information.

The council's responsibilities extend to all resources, activities, and entities under its control. We expect that the council will ensure:

- the resources, activities, and entities under its control have been operating effectively and efficiently;
- it has complied with its statutory obligations including laws, regulations, and contractual requirements;
- it has carried out its decisions and actions with due regard to minimising waste;

- it has met Parliament's and the public's expectations of appropriate standards of behaviour in the public sector in that it has carried out its decisions and actions with due regard to probity; and
- its decisions and actions have been taken with due regard to financial prudence.

We expect the council and/or the individuals within the District Council with delegated authority, to immediately inform us of any suspected fraud, where there is a reasonable basis that suspected fraud has occurred – regardless of the amount involved. Suspected fraud also includes instances of bribery and/or corruption.

The council has certain responsibilities relating to the preparation of the financial statements and performance information and in respect of financial management and accountability matters. These specific responsibilities are set out in Appendix 1.

Appendix 2 contains some additional responsibilities relating to the health and safety of audit staff. We expect members of the council to be familiar with those responsibilities and, where necessary, have obtained advice about them.

Appendix 3 outlines respective responsibilities when using Audit New Zealand's client portal tool.

The council should have documented policies and procedures to support its responsibilities. It should also regularly monitor performance against its objectives.

Our responsibilities

Carrying out the audit

We are responsible for forming an independent opinion on whether the financial statements of the District Council:

- present fairly, in all material respects:
 - its financial position; and
 - its financial performance and cash flows for the financial year; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards.

We are also responsible for forming an independent opinion on whether the performance information of the District Council:

- presents fairly, in all material respects, the performance for the financial year, including:
 - its performance achievements as compared with the intended levels of service for the financial year; and
 - its actual revenue and expenses as compared with the forecasts included in the Long-Term Plan or Annual Plan for the financial year; and
- complies with generally accepted accounting practice in New Zealand.

An audit involves obtaining evidence about the amounts and disclosures in the financial statements and performance information. How we obtain this information depends on our judgement, including our assessment of the risks of material misstatement of the financial statements and performance information, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies and the reasonableness of accounting estimates, as well as evaluating the overall presentation of the financial statements and performance information.

We do not examine every transaction, nor do we guarantee complete accuracy of the financial statements and performance information. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with the Auditing Standards.

During the audit, we obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District Council's internal controls. However, we will communicate to you in writing about any significant deficiencies in internal control relevant to the audit of the financial statements and performance information that we identify during the audit.

During the audit, the audit team will:

- be alert for issues of effectiveness and efficiency – in particular, how the council and the District Council have carried out their activities;
- consider laws and regulations relevant to the audit;
- be alert for issues of waste – in particular, whether the council obtained and applied the resources of the District Council in an economical manner, and whether any resources are being wasted;
- be alert for issues of a lack of probity – in particular, whether the council and the District Council have met Parliament's and the public's expectations of appropriate standards of behaviour in the public sector; and
- be alert for issues of a lack of financial prudence.

Our independence

It is essential that the audit team and Audit New Zealand remain both economically and attitudinally independent of the District Council; including being independent of management personnel and members of the council. This involves being, and appearing to be, free of any interest that might be regarded, whatever its actual effect, as being incompatible with the objectivity of the audit team and the Audit New Zealand.

To protect our independence, specific limitations are placed on us in accepting engagements with the council other than the annual audit. We may accept certain types of other engagements, subject to the requirements of the Auditing Standards. Any other engagements must be the subject of a separate written arrangement between the council and me or Audit New Zealand.

Reporting

We will issue an independent audit report that will be attached to the financial statements and performance information. This report contains our opinion on the fair presentation of the financial statements and performance information and whether they comply with the applicable reporting requirements. The audit report may also include comment on other financial management and accountability matters that we consider may be of interest to the addressee of the audit report.

In addition, we will issue an audit report that will be attached to the summary financial statements and summary performance information. This audit report will contain an opinion that provides the same level of assurance as the audit report on the full financial statements and full performance information.

We will also issue a report that will be sent to the council. This report communicates any matters that come to our attention during the audit that, in our opinion, are relevant to the council. Typically, those matters will relate to issues of financial management and accountability. We may also provide other reports to the District Council from time to time. We will inform the council of any other reports we have issued.

Please note that the Auditor-General may publicly report matters that are identified in the annual audit, in keeping with section 21 of the Public Audit Act 2001.

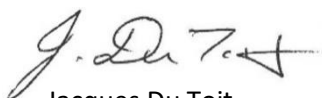
Next steps

Please acknowledge receipt of this letter and the terms of the audit engagement by signing the letter in the space provided and returning a copy to me. The terms will remain effective until a new Audit Engagement Letter is issued.

If you have any questions about the audit generally, or have any concerns about the quality of the audit, you should contact me as soon as possible. If, after contacting me, you still have concerns, you should contact the Director of Auditor Appointments at the Office of the Auditor-General on (04) 917 1500.

If you require any further information, or wish to discuss the terms of the audit engagement further before replying, please do not hesitate to contact me.

Yours sincerely



Jacques Du Toit

Appointed Auditor

On behalf of the Auditor-General

I acknowledge the terms of this engagement and that I have the required authority on behalf of the council.

Signature: _____

Date: _____

Name: Martin Connelly

Title: The Mayor

Appendix 1: Respective specific responsibilities of the council (the governing body) and the Appointed Auditor

Responsibilities of the council	Responsibility of the Appointed Auditor
Responsibilities for the financial statements and performance information	
<p>You are required by legislation to prepare financial statements and performance information in accordance with legal requirements and financial reporting standards.</p> <p>You must also ensure that any accompanying information in the annual report is consistent with that reported in the audited financial statements and performance information.</p> <p>You are required by legislation to prepare the financial statements and performance information and provide that information to us before the statutory reporting deadline.</p> <p>It is normal practice for you to set your own timetable to comply with statutory reporting deadlines. To meet the reporting deadlines, we are dependent on receiving the financial statements and performance information ready for audit and in enough time to enable the audit to be completed. "Ready for audit" means that the financial statements and performance information have been prepared in accordance with legal requirements and financial reporting standards, and are supported by proper accounting records and complete evidential documentation.</p>	<p>We are responsible for carrying out an annual audit, on behalf of the Auditor-General. We are responsible for forming an independent opinion on whether the financial statements:</p> <ul style="list-style-type: none"> • present fairly, in all material respects: <ul style="list-style-type: none"> ○ the financial position; and ○ the financial performance and cash flows for the financial year; and • comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards¹. <p>We are also responsible for forming an independent opinion on whether the performance information:</p> <ul style="list-style-type: none"> • presents fairly, in all material respects, the performance for the financial year, including: <ul style="list-style-type: none"> ○ the performance achievements as compared with the intended levels of service for the financial year; and ○ the actual revenue and expenses as compared with the forecasts included in the Long-Term Plan or Annual Plan for the financial year; and • complies with generally accepted accounting practice in New Zealand. <p>In addition to the above we are also responsible for forming an independent opinion whether:</p> <ul style="list-style-type: none"> • the funding impact statement of the District Council, presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the Long-Term Plan or Annual Plan;

¹ Or "Public Benefit Entity Standards Reduced Disclosure Regime" if applicable.

Responsibilities of the council	Responsibility of the Appointed Auditor
	<ul style="list-style-type: none"> the statement about capital expenditure for each group of activities of the District Council, presents fairly, in all material respects, actual capital expenditure as compared to the budgeted capital expenditure included in the Long-Term Plan or Annual Plan; and the funding impact statement for each group of activities of the District Council, presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the Long-Term Plan or Annual Plan. <p>We are also required to report on whether the District Council has:</p> <ul style="list-style-type: none"> complied with the requirements of Schedule 10 of the Local Government Act 2002 that apply to the annual report; and made the disclosures about performance against benchmarks as required by the Local Government (Financial Reporting and Prudence) Regulations 2014. <p>We will also read the other information accompanying the financial statements and performance information and consider whether there are material inconsistencies with the audited financial statements and performance information.</p> <p>Materiality is one of the main factors affecting our judgement on the areas to be tested and on the timing, nature, and extent of the tests and procedures performed during the audit. In planning and performing the annual audit, we aim to obtain reasonable assurance that the financial statements and performance information do not have material misstatements caused by either fraud or error. Material misstatements are differences or omissions of amounts and disclosures that, in our judgement, are likely to influence the audit report addressee's overall understanding of the financial statements and performance information.</p>

Responsibilities of the council	Responsibility of the Appointed Auditor
	<p>If we find material misstatements that are not corrected, they will be referred to in the audit opinion. The Auditor-General's preference is for you to correct any material misstatements and avoid the need for them to be referred to in the audit opinion.</p> <p>An audit also involves evaluating:</p> <ul style="list-style-type: none"> • the appropriateness of accounting policies used and whether they have been consistently applied; • the reasonableness of the significant accounting estimates and judgements made by those charged with governance; • the appropriateness of the content and measures in any performance information; • the adequacy of the disclosures in the financial statements and performance information; and • the overall presentation of the financial statements and performance information. <p>We will ask you for written confirmation of representations made about the financial statements and performance information. In particular, we will seek confirmation that:</p> <ul style="list-style-type: none"> • the adoption of the going concern basis of accounting is appropriate; • all material transactions have been recorded and are reflected in the financial statements and performance information; • all instances of non-compliance or suspected non-compliance with laws and regulations have been disclosed to us; and • uncorrected misstatements noted during the audit are immaterial to the financial statements and performance information. <p>Any representation made does not in any way reduce our responsibility to perform appropriate audit procedures and enquiries.</p> <p>We will ensure that the annual audit is completed by the reporting deadline or, if that is not practicable because of the non-receipt or condition of the financial statements and performance information, or for some other reason beyond our control, as soon as possible after that.</p>

Responsibilities of the council	Responsibility of the Appointed Auditor
	<p>The work papers that we produce in carrying out the audit are the property of the Auditor-General. Work papers are confidential to the Auditor-General and subject to the disclosure provisions in section 30 of the Public Audit Act 2001.</p>
Responsibilities for the accounting records	
<p>You are responsible for maintaining accounting and other records that:</p> <ul style="list-style-type: none"> • correctly record and explain the transactions of the District Council; • enable you to monitor the resources, activities, and entities under your control; • enable the District Council's financial position to be determined with reasonable accuracy at any time; • enable you to prepare financial statements and performance information that comply with legislation (and that allow the financial statements and performance information to be readily and properly audited); and • are in keeping with the requirements of the Commissioner of Inland Revenue. 	<p>We will perform sufficient tests to obtain reasonable assurance as to whether the underlying records are reliable and adequate as a basis for preparing the financial statements and performance information.</p> <p>If, in our opinion, the records are not reliable or accurate enough to enable the preparation of the financial statements and performance information and the necessary evidence cannot be obtained by other means, we will need to consider the effect on the audit opinion.</p>
Responsibilities for accounting and internal control systems	
<p>You are responsible for establishing and maintaining accounting and internal control systems (appropriate to the size of the District Council), supported by written policies and procedures, designed to provide reasonable assurance as to the integrity and reliability of financial and performance information reporting.</p>	<p>The annual audit is not designed to identify all significant weaknesses in your accounting and internal control systems. We will review the accounting and internal control systems only to the extent required to express an opinion on the financial statements and performance information.</p> <p>We will report to you separately, on any significant weaknesses in the accounting and internal control systems that come to our notice and that we consider may be relevant to you. Any such report will provide constructive recommendations to assist you to address those weaknesses.</p>

Responsibilities of the council	Responsibility of the Appointed Auditor
Responsibilities for preventing and detecting fraud and error	
<p>The responsibility for the prevention and detection of fraud and error rests with you, through the implementation and continued operation of adequate internal control systems (appropriate to the size the District Council) supported by written policies and procedures.</p> <p>We expect you to formally address the matter of fraud, and formulate an appropriate policy on how to minimise it and (if it occurs) how it will be dealt with. Fraud also includes bribery and corruption.</p> <p>We expect you to consider reporting all instances of actual, suspected, or alleged fraud to the appropriate law enforcement agency, which will decide whether proceedings for a criminal offence should be instituted. We expect you to immediately inform us of any suspected fraud where you, and/or any individuals within the District Council with delegated authority have a reasonable basis that suspected fraud has occurred – regardless of the amount involved.</p>	<p>We design our audit to obtain reasonable, but not absolute, assurance of detecting fraud or error that would have a material effect on the financial statements and performance information. We will review the accounting and internal control systems only to the extent required for them to express an opinion on the financial statements and performance information, but we will:</p> <ul style="list-style-type: none"> • obtain an understanding of internal control and assess its ability for preventing and detecting material fraud and error; and • report to you any significant weaknesses in internal control that come to our notice. <p>We are required to immediately advise the Office of the Auditor-General of all instances of actual, suspected, or alleged fraud.</p> <p>As part of the audit, you will be asked for written confirmation that you have disclosed all known instances of actual, suspected, or alleged fraud to us.</p> <p>If we become aware of the possible existence of fraud, whether through applying audit procedures, advice from you, or management, or by any other means, we will communicate this to you with the expectation that you will consider whether it is appropriate to report the fraud to the appropriate law enforcement agency. In the event that you do not report the fraud to the appropriate law enforcement agency, the Auditor-General will consider doing so, if it is appropriate for the purposes of protecting the interests of the public.</p>
Responsibilities for compliance with laws and regulations	
<p>You are responsible for ensuring that the District Council has systems, policies, and procedures (appropriate to the size of the District Council) to ensure that all applicable legislative, regulatory, and contractual requirements that apply to the activities and functions of the District Council are complied with. Such systems, policies, and procedures should be documented.</p>	<p>We will obtain an understanding of the systems, policies, and procedures put in place for the purpose of ensuring compliance with those legislative and regulatory requirements that are relevant to the audit. Our consideration of specific laws and regulations will depend on a number of factors, including:</p> <ul style="list-style-type: none"> • the relevance of the law or regulation to the audit; • our assessment of the risk of non-compliance; and

Responsibilities of the council	Responsibility of the Appointed Auditor
	<ul style="list-style-type: none"> the impact of non-compliance for the addressee of the audit report. <p>The way in which we will report instances of non-compliance that come to our attention will depend on considerations of materiality or significance. We will report to you and to the Auditor-General all material and significant instances of non-compliance.</p> <p>We will also report to you any significant weaknesses that we observe in internal control systems, policies, and procedures for monitoring compliance with laws and regulations.</p>
Responsibilities to establish and maintain appropriate standards of conduct and personal integrity	
<p>You should at all times take all practicable steps to ensure that your members and employees maintain high standards of conduct and personal integrity. You should document your expected standards of conduct and personal integrity in a “Code of Conduct” and, where applicable, support the “Code of Conduct” with policies and procedures.</p> <p>The expected standards of conduct and personal integrity should be determined by reference to accepted “Codes of Conduct” that apply to the public sector.</p>	<p>We will have regard to whether you maintain high standards of conduct and personal integrity – particularly in matters relating to financial management and accountability. Specifically, we will be alert for significant instances where members and employees of the District Council may not have acted in accordance with the standards of conduct and personal integrity expected of them.</p> <p>The way in which we will report instances that come to our attention will depend on significance. We will report to you and to the Auditor-General all significant departures from expected standards of conduct and personal integrity that come to our attention during the audit.</p> <p>The Auditor-General, on receiving a report from us, may, at his discretion and with consideration of its significance, decide to conduct a performance audit of, or an inquiry into, the matters raised. The performance audit or inquiry will be subject to specific terms of reference, in consultation with you. Alternatively, the Auditor-General may decide to publicly report the matter without carrying out a performance audit or inquiry.</p>
Responsibilities for conflicts of interest and related parties	
<p>You should have policies and procedures to ensure that your members and employees carry out their duties free from bias.</p>	<p>To help determine whether your members and employees have carried out their duties free from bias, we will review information provided by you that identifies related parties, and will be alert for other</p>

Responsibilities of the council	Responsibility of the Appointed Auditor
<p>You should maintain a full and complete record of related parties and their interests. It is your responsibility to record and disclose related-party transactions in the financial statements and performance information in accordance with generally accepted accounting practice.</p>	<p>material related-party transactions. Depending on the circumstances, we may enquire whether you have complied with any statutory requirements for conflicts of interest and whether these transactions have been properly recorded and disclosed in the financial statements and performance information.</p>
Responsibilities for publishing the audited financial statements on a website	
<p>You are responsible for the electronic presentation of the financial statements and performance information on the District Council's website. This includes ensuring that there are enough security and controls over information on the website to maintain the integrity of the data presented.</p> <p>If the audit report is reproduced in any medium, you should present the complete financial statements, including notes, accounting policies, and any other accountability statements.</p>	<p>Examining the controls over the electronic presentation of audited financial statements and performance information, and the associated audit report, on your website is beyond the scope of the annual audit.</p>

Appendix 2: Health and safety of audit staff

The Auditor-General and Audit New Zealand take seriously their responsibility to provide a safe working environment for audit staff. Under the Health and Safety at Work Act 2015 we need to make arrangements with you to keep our audit staff safe while they are working at your premises. We expect you to provide a safe work environment for our audit staff. This includes providing adequate lighting and ventilation, suitable desks and chairs, and safety equipment, where required. We also expect you to provide them with all information or training necessary to protect them from any risks they may be exposed to at your premises. This includes advising them of emergency evacuation procedures and how to report any health and safety issues.

Appendix 3: Respective responsibilities when using Audit New Zealand's client portal tool

Audit New Zealand has engaged Audit Dashboard Incorporated to provide a client portal, AuditDashboard.

AuditDashboard is a secure online tool that will make it easier for files to be shared between Audit New Zealand and the District Council and for your people to work with us. We will request and receive files from your organisation through AuditDashboard.

For more information, please refer to:

<https://auditnz.parliament.nz/working-with-your-auditor/portal/>.

Your organisation's obligations when using AuditDashboard

AuditDashboard implements industry standard encryption and security controls to keep your organisation's data safe. However, each user of AuditDashboard is responsible for ensuring these controls can operate. Your organisation is responsible for your users' use of AuditDashboard.

Upon registering, each user will be required to read and accept individual Terms of Use. These are aligned with your organisation's obligations in this letter. The Terms of Use can be viewed at auditnz.auditdashboard.com/Account/Terms.

We expect you to ensure that AuditDashboard users in your organisation know that they must only access AuditDashboard using devices that have been approved for work purposes by your organisation. By using approved devices in conjunction with complying with your organisation's own policy on computer use, users are more likely to comply with the Terms of Use that each user must agree to.

We expect your organisation to provide an environment that supports AuditDashboard users in your organisation to:

- use a secure network with firewall protection;
- use a modern, up-to-date browser, and an operating system that features integrated anti-virus and anti-malware software;
- use their own unique user account each time they access AuditDashboard, and comply with the password security measures in the Terms of Use;
- take the same precautions when using AuditDashboard as they would with other secure online transactions, such as ecommerce and banking;
- logout of AuditDashboard, lock their system and secure their computer when left unattended; and
- not misuse AuditDashboard.

Your organisation must inform Audit New Zealand if a user leaves, or if a change in circumstances (for example, a change in role) means that a user should no longer have access to AuditDashboard. Once we have been informed, we will remove access for that user.

Your organisation must inform Audit New Zealand of any information that should be restricted so it can only be viewed by specified users, such as payroll data.

Your organisation must notify Audit New Zealand immediately of any unauthorised use of an AuditDashboard account or in the event that a user's account details are compromised.

We expect your organisation to maintain the confidentiality and integrity of the content and technology of AuditDashboard to at least the same level of care required by your organisation in respect of its own confidential information, but in no event using less than a reasonable standard of care.

Your obligations when your agent uses AuditDashboard

Your organisation might engage an agent ("your agent") to perform some financial functions, for example, an external accountant to prepare your organisation's financial statements. In such circumstances, your agent might hold files, on behalf of your organisation, that are relevant to your organisation's audit.

If your organisation requests Audit New Zealand to add your agent as an AuditDashboard user, your organisation is wholly responsible for your agent's use of AuditDashboard. Accordingly, your organisation must ensure that your agent:

- is aware of your organisation's obligations to Audit New Zealand;
- is aware that they must agree to and abide by the Terms of Use that apply to AuditDashboard users;
- is required to be subject to a computer use policy, and work in a secure environment, that enables them to comply with the Terms of Use; and
- agrees to notify your organisation immediately of any unauthorised use of an AuditDashboard account.

Our responsibilities

We are responsible for the security of the data provided by you to us for the purpose of an audit engagement.

We are responsible for obtaining assurance that AuditDashboard is secure for the classification and sensitivity of data that is involved. When we engaged AuditDashboard, we considered risk, security, privacy, functionality and business requirements. These are all fundamental requirements for information governance and assurance².

Audit New Zealand does not guarantee the availability of AuditDashboard. We reserve the right to withdraw AuditDashboard at our discretion. Where possible, we will notify your organisation in advance.

If our contract with AuditDashboard is terminated, AuditDashboard will delete your organisation's data, except if you request its return, or such data is required by Audit New Zealand to perform the audit engagement.

² NZ Information Security Manual v3 – section 4.1.11 & 4.1.12

Appendix 2 – Audit NZ Proposal Letter, 2 August 2023

2 August 2023

Level 1, 100 Molesworth Street
Thorndon
PO Box 99, Wellington 6140

Mayor Martin Connelly
South Wairarapa District Council
PO Box 6
Martinborough 5741

Ref: EN/LCA/03-0036 – P730SWDC
Copy: Manager, Auditor Appointments
Office of the Auditor-General
PO Box 3928
Wellington 6140

Dear Mayor Connelly

Proposal to conduct the audit of South Wairarapa District Council on behalf of the Auditor-General for the 2023, 2024, and 2025 financial years

1 Introduction

The Auditor-General proposes to appoint me to carry out the audit of your organisation for the next three years. As required by the Office of the Auditor-General (OAG), I set out below information relating to the audit of South Wairarapa District Council for the three financial years ending 30 June 2023, 2024, and 2025.

The purpose of this proposal is to provide information on:

- the statutory basis for the audit and how audit fees are set;
- the entities and audit or assurance engagements covered by this proposal;
- key members of the audit team;
- the hours we plan to spend on the audit and reasons for any change in hours;
- our proposed fees for the audit for the financial years ending 30 June 2023, 2024, and 2025;
- assumptions relating to the proposed audit fees, including what we expect of your Council;
- what the OAG Audit Standards and Quality Support charge provides;
- certification required by the Auditor-General; and
- our commitment to conduct the audit in accordance with the Auditor-General's Auditing Standards.

2 Statutory basis for the audit and how audit fees are set

The audit of South Wairarapa District Council is carried out under section 15 of the Public Audit Act 2001, which states that “the Auditor-General must from time to time audit the financial statements, accounts, and other information that a public entity is required to have audited”.

Fees for audits of public entities (including Councils) are set by the Auditor-General under section 42 of the Public Audit Act 2001. However, your Council and I can reach agreement first and recommend those fees for approval. The Auditor-General, with assistance from the OAG, will set audit fees directly only if we fail to reach agreement.

The Public Audit Act 2001 requires the Auditor-General to make sure that audit fees are “reasonable” for the auditors and for each of the entities audited. Parliament has indicated that it expects the cost of annual audits under the Act (which include an OAG Audit Standards and Quality Support charge) to be funded by public entities.

Over recent years, audit fees for many public entities have not kept pace with the real costs of the audit for a range of reasons, including the effect of new accounting and auditing standards and the changing scale and complexity of many public entities’ activities. A general concern about low fees impacting on auditors’ ability to maintain consistent audit quality has also been raised by regulatory bodies here in New Zealand and overseas.

Low fees are unsustainable and need to be rectified. The Auditor-General has decided to allow fee increases to a level that reflects the real time and cost of the audit. The size of increases will vary depending on the reasonableness of the current fee paid by each entity and any changes that have occurred since the last fees were agreed. We acknowledge that in many instances significant increases will be required, and in those instances we are open to discuss how to phase in the increases in a manner that is fair for both parties.

Our fees will take account of the nature and extent of the audit requirements for each Council. The audit hours in this proposal reflect the time required to complete a high-quality public sector audit efficiently.

The fees are based on charge-out rates that will ensure we can maintain the capacity needed to complete your audits. The global and local auditor shortage is having a continuing impact and has resulted in significant salary inflation. The current economic uncertainty and general inflation have also contributed to charge out rates increasing significantly.

Our proposed audit fees are set out in this letter and include an estimate of the reasonable cost of disbursements (including travel and accommodation where necessary).

The Office of the Auditor-General will be monitoring the outcome of the negotiations to ensure that fees are reasonable.

Councils can take actions to ensure the efficiency of their audit. This includes being well prepared for audit, ensuring complex judgement issues are addressed early, regularly

communicating with your auditor about any changes that might impact your reporting or the audit, having tidy systems and controls, and ensuring that relevant people are available to assist the auditors as they carry out their audit work.

I welcome further discussion with you on opportunities for reducing the time and costs of your audit.

3 Entities covered by this proposal

This proposal covers the audit of South Wairarapa District Council, including the Summary Annual Report.

A separate engagement letter and fee proposal will be provided for the Debenture Trust Deed assurance engagement.

4 Key members of the audit team

Appointed Auditor	Jacques Du Toit
Audit Manager	Mandla Tanali

5 Estimated audit hours

We estimate that the following hours will be required to carry out a quality public sector audit for your Council efficiently. We have also included some information to help you understand how this compares with budgeted and actual data from the previous financial year:

Audit team member	2022 budget	2022 actual*	2023	2024	2025
Appointed Auditor	49	95	60	60	60
Audit Manager	78	127	90	90	90
Other CA qualified staff	120	265	120	120	120
Non-CA qualified staff	365	356	420	420	420
Other specialists	19	2	19	19	19
Total audit hours	631	845*	709	709	709

***Note** – actual hours have been adjusted to eliminate any hours that were due to auditor inefficiencies. The actual hours that remain are the reasonable hours that were attributable to the audit in that year.

5.1 Reasons for changes in audit hours

The major reasons for the changes in hours for your organisation's audit are:

Reasons for increased or decreased audit hours compared to previous period <i>budgeted</i> hours:	2023	2024	2025
Changes within your Council, or in its environment – such as Council growth*, additional work on higher-risk accounting estimates, additional work performance measures on the entity's activity and changes to systems, which have resulted in a change to the size or complexity of the audit.	38	-	-
Changes to applicable financial reporting and auditing standards which result in additional audit work. <ul style="list-style-type: none"> PBE FRS 48 PBE IPSAS 41 ISA (NZ) 315 (2019 REVISED) 	40	-	-
Total increase (decrease) in audit hours	78	-	-

*Council growth includes a growth in revenue and expenditure and underlying levels of transactions. In 2020, when fees were last set, total operating revenue and operating expenditure were \$24.3m and \$23.5m respectively compared to forecast operating revenue of \$30.0m and operating expenditure of \$27.0m in the 2022/23 annual plan.

5.2 Other matters that may impact the scope of the audit and actual audit hours

There are several emerging reporting and auditing challenges in the sector that will potentially require additional audit effort and cost over the next three years. At this point the impact of these on your Council is unknown, so we have not included any allowance in our audit hours or fees. They include:

- the impact of extreme weather events;
- the impact of implementation of new legislation, including that relating to three waters reform, and/or Resource Management Act reforms;
- the impact of any climate reporting requirements, or Greenhouse Gas (GHG) performance measures;
- out of cycle, additional revaluations, including as a result of continued movements in property values and infrastructure construction costs;
- the impact of future growth of your Council, including changes within your Council's group structure; and/or

- changes in the number of material measures, for example, new water loss measures.

Where costs related to these issues cannot be absorbed within the agreed fee, we will inform management and seek additional fee recoveries through our normal processes.

6 Proposed audit fees

Our proposed fees for the next three audits (compared to budgeted and actual data from the previous financial year) are:

Structure of audit fees	2022 budget	2022 actual*	2023	2024	2025
	\$	\$	\$	\$	\$
Net audit fee (excluding OAG Audit Standards and Quality Support charge and disbursements)	96,362	96,362	131,682	142,212	153,501
OAG Audit Standards and Quality Support charge	9,863	9,863	12,904	13,484	14,091
Total audit fee (excluding disbursements)	106,225	106,225	144,586	155,696	167,592*
Estimated disbursements**	8,500	2,082	8,500	8,500	8,500
Total billable audit fees and charges	114,725	108,307	153,086	164,196	176,092
GST	17,209	16,246	22,963	24,629	26,414
Total (including GST)	131,934	124,553	176,049	188,825	202,506

*Our average cost for completing the audit over the last three years was \$176,403. Over time we expect that our audit fee will more closely align with the cost of completing the audit.

The proposed audit fees allow for the audit team to carry out specific tasks identified in the OAG Sector Brief and for the OAG Audit Standards and Quality Support charge.

**We have estimated the reasonable cost of disbursements (including travel and accommodation where necessary). Disbursement costs are indicative only and will be charged on an actual and reasonable basis.

6.1 Reasons for changes in audit fees

In table 5.1 we showed the factors that have resulted in a change of audit hours. The cost impacts of those changes are shown in the table below.

Reasons for increased or decreased audit fees compared to previous period <i>budgeted</i> fees.	2023	2024	2025
Predicted charge out rate movements	18,754*	10,530	11,289
Changes within your Council, or in its environment	8,071	-	-
Changes to applicable accounting or financial reporting standards which result in additional audit work: <ul style="list-style-type: none"> • PBE FRS 48 • PBE IPSAS 41 • ISA (NZ) 315 (2019 REVISED) 	8,495	-	-
Total increase (decrease) in audit fees	35,320	10,530	11,289

*Previous Council fees were capped. This movement is the result of applying the new charge out rates to the previous hours and mix.

7 Assumptions relating to our audit fee

You are responsible for the production of South Wairarapa District Council's financial statements and anything else that must be audited. Our proposed audit fees are based on the assumption that:

- you will provide to us, in accordance with the agreed timetable, the complete information required by us to conduct the audit;
- your staff will provide us with an appropriate level of assistance;
- your Council's annual report and financial statements (including Statements of Service Performance) will be subject to appropriate levels of quality review by you before being submitted to us for audit;
- your Council's financial statements will include all relevant disclosures;
- we will review **up to two** sets of draft annual reports, **one** printer's proof copy of the annual report, and one copy of the electronic version of the annual report (for publication on your website);
- there are no significant changes to the structure and/or scale of operations of the entities covered by this proposal (other than as already advised to us);
- there are no significant changes to mandatory accounting standards or the financial reporting framework that require additional work (other than as specified in tables 5.1 and 6.1);

- there are no significant changes to mandatory auditing standards that require additional work other than items specifically identified in the tables above; and
- there are no significant changes to the agreed audit arrangements (set out in the audit plan) that change the scope of, timing of, or disbursements related to, this audit.

If the scope changes and/or the amount of work we do increases, we will discuss this with you and potentially seek additional fees from you. The Office of the Auditor-General will be monitoring these recoveries to ensure that they are reasonable.

8 What the OAG Audit Standards and Quality Support charge provides

Parliament has indicated that it expects the cost of annual audits under the Public Audit Act (including an OAG Audit Standards and Quality Support charge) to be funded by public entities.

The OAG Audit Standards and Quality Support charge partially funds a range of work that supports auditors and entities, including:

- development and maintenance of auditing standards;
- technical support for auditors on specific accounting and auditing issues;
- ongoing auditor training on specific public sector issues;
- preparation of sector briefs to ensure a consistent approach to annual audits;
- development and maintenance of strategic audit plans; and
- carrying out quality assurance reviews of all auditors, and their audits and staff on a regular (generally, three-year) cycle.

Appointed Auditors are required to return the OAG Audit Standards and Quality Support charge portion of the audit fee, to the OAG.

9 Certifications required by the Auditor-General

We certify that:

- the undertakings, methodology, and quality control procedures that we have declared to the OAG continue to apply;
- our professional indemnity insurance policy covers this engagement; and
- the audit will be conducted in accordance with the terms and conditions of engagement set out in the audit engagement agreement and schedules.

10 Conclusion

As the Appointed Auditor, I am committed to providing you and the Auditor-General with the highest level of professional service. I intend to work with you, the OAG, and the Auditor-General in a partnership environment to resolve any issues that may arise.

If you require any further information, please do not hesitate to contact me.

Please counter-sign this letter (below) to confirm that you, and the governing body of your organisation, agree with its contents. This letter will then form the basis for a recommendation to the Auditor-General on the audit fee that should be set. The schedules of audit hours and fees will also be incorporated into my audit engagement agreement with the Auditor-General to carry out the audit of your organisation as the agent of the Auditor-General.

Yours sincerely



Jacques Du Toit
Appointed Auditor

I accept the audit fees for the audit of the three financial years as stated above.

Full name:	<u>Martin Connelly</u>	Position:	<u>Mayor</u>
Authorised signature:	<u></u>	Date:	<u></u>
Entity name:	<u>South Wairarapa District Council</u>		

Actions to take when agreement has been reached:

- 1 Make a copy of this signed proposal and keep it for your file.
- 2 Send the original to: Jacques Du Toit
PO Box 99
Wellington, 6140

Appendix 3 – Audit Fee Negotiations – Letter from Auditor General

2 June 2023

Tēnā koe

AUDIT FEE NEGOTIATIONS

Your auditor will soon be meeting with you to discuss your audit fee. Audit fees were last agreed in 2020 for the period 2020-2022.

Councils have faced many challenges in recent years. The pandemic, staff shortages, high wage and cost inflation, and recent severe weather events have added to the uncertainty and complexity already on the horizon from water and resource management reforms. I am also very conscious of the real pressures on council revenue.

Audit deferrals in some councils have also created challenges and uncertainty. This is not the situation any of us wanted to be in, but it has been unavoidable due to border restrictions and the shortage of auditors affecting the profession in New Zealand and worldwide.

We are now much better placed to complete all 2023 audits, and the 2024-34 long-term plan audits, within normal statutory time frames. Border restrictions have been eased which has allowed audit firms to recruit experienced auditors from overseas. I have also reallocated some council audits across my audit service providers to help ensure that there is sufficient capacity to deliver quality audits on a timely basis. With more auditors joining the profession in New Zealand, audit firms are also aiming to increase the continuity of audit staff, which will support audit efficiency over time.

A quality audit takes time and requires specialist knowledge and skills, both of which come at a cost. The Public Audit Act 2001 requires that I recover the costs of annual audits through audit fees and requires me to ensure that those fees are reasonable – both for councils and for auditors. Over recent years, audit fees for many public organisations have not kept pace with the rising costs of the audit for a range of reasons, and recent events have exacerbated that.

Inflation and the rising cost of providing quality audits mean that we are now in a situation where most councils' fees no longer cover the reasonable costs of performing the audit. As in any organisation, it is not sustainable for auditors to continue to absorb these costs. Some of the main changes that have increased the cost of audits include:

- accounting standard changes that increase the time needed to complete audits, including the recent application of PBE FRS 48 on service performance reporting;
- auditing standard changes – these include the auditing of estimates, which now require more detailed work and the use of experts (particularly auditing valuations);
- sector reforms that increase the scope of the annual audit and the time and work required to complete it (though when and how these changes will take place is still uncertain); and

- general inflation and an auditor shortage, which have meant cost pressures in the auditing profession to both retain and recruit staff and to maintain business support.

I have asked my auditors to discuss the fee for your audit. The size of audit fee increases will vary depending on the reasonableness of the current fee paid by each council. The audit proposal that they present to you will contain enough detail to enable an informed discussion on fees. As usual, my Office will run a moderation process to ensure the reasonableness of the audit proposal presented to you.

What you can do to help ensure an efficient audit

Audit fees are largely driven by the time it takes to complete a quality audit. It is therefore important that both your auditor and your staff work together to ensure an efficient audit takes place, avoiding wasted effort. Focusing on these four areas will help prepare for your audit and increase its efficiency:

- **Are plans in place?** Is there a clear plan for preparing and auditing your annual report? Is the audit clearance date set, and are the expectations clear between your appointed auditor and your team on the information required for the audit and when it will be provided?
- **Are complex issues being managed?** What are the complex judgement areas for your organisation (often it is asset valuations or provisions)? Is the information required to prepare and audit the financial statements in these areas available and agreed?
- **Has anything out of the ordinary occurred?** For example, the recent North Island weather events created significant challenges for many organisations. How are these being managed, funded, and accounted for?
- **Have audit recommendations and issues from last year's audit been addressed?**

I recognise that we are leading up to the next long-term plan round and I will be in touch with you about that in the next few months.

As always, your appointed auditor or sector manager would be happy to answer any questions you may have about this letter.

Nāku noa, nā



John Ryan
Controller and Auditor-General | Tumuaki o te Mana Arotake

Appendix 4 – SWDC Audit Plan 2023

Audit plan

South Wairarapa District Council

For the year ended 30 June 2023

Audit plan

I am pleased to present our audit plan for the audit of South Wairarara District Council (the District Council) for the year ended 30 June 2023. The purpose of this audit plan is to discuss:

Audit risks and issues	2
Our audit process.....	9
Reporting protocols	16
Audit logistics.....	17
Expectations.....	19

The contents of this plan should provide a good basis for discussion when we meet with you.

We will be happy to elaborate further on the matters raised in this plan.

Our work improves the performance of, and the public’s trust in, the public sector. Our role as your auditor is to give an independent opinion on the financial statements and performance information. We also recommend improvements to the internal controls relevant to the audit.

If there are additional matters that you think we should include, or any matters requiring clarification, please discuss these with me.

Yours sincerely



Jacques Du Toit
Appointed Auditor

2 August 2023

Audit risks and issues

Focus areas



Based on the planning work and discussions that we have completed to date, we set out in the table below the main audit risks and issues. These will be the main focus areas during the audit.

Audit risk/issue	Our audit response
Fair value assessment of property, plant and equipment (non-revaluation year)	
<p>PBE IPSAS 17, Property, Plant and Equipment, requires that valuations be conducted with sufficient regularity to ensure that the carrying amount does not differ materially from fair value.</p> <p>The District Council has adopted a policy to revalue its infrastructure, and land and building assets on a cyclical basis. The District Council last revalued its land and buildings as at 30 June 2022 and infrastructure assets on 30 June 2021.</p> <p>As this is a non-revaluation year, the District Council will need to formally assess whether the carrying value of the applicable assets fairly reflect its fair value at 30 June 2023. Where the estimated difference is significant, a revaluation may be necessary.</p> <p>An assessment should:</p> <ul style="list-style-type: none"> • factor in local cost information; • utilise relevant and reliable price movement indicators; and • involve consulting with valuers, if necessary. <p>Alternatively the District Council could engage valuers to assist in preparing a fair value assessment.</p> <p>It is prudent that the District Council makes this assessment at an early stage, as a full valuation if required takes a significant amount of time to complete.</p>	<p>We will review the reasonableness of the District Council's assessment including the appropriateness of the assumptions used in the assessment. As part of our work we will:</p> <ul style="list-style-type: none"> • obtain and review the assessments for reasonability with reference to processes, assumptions and inputs used; and • review the basis for each assessment to ensure that it complies with generally accepted accounting practice. <p>If the movement of the assets individually or in combination with other asset classes is significant the District Council may need to complete a revaluation. In certain circumstances it <i>may</i> be acceptable to make an adjustment based on the desktop revaluation.</p> <p>Where a revaluation is performed for specific assets or asset classes, we will:</p> <ul style="list-style-type: none"> • assess relevant controls that management has put in place to support the integrity of the underlying data and schedules supplied to the valuers; • obtain an understanding of the underlying data; • evaluate the qualifications, competence and expertise of the external valuers used; • review the method of valuing and assess if the applicable methods used are in line with the financial reporting framework and valuation standards; • engage with the valuers to assess the reasonableness of the assumptions used; and • review the appropriateness of the accounting entries and the fixed asset register to ensure the values are correctly updated.

Audit risk/issue	Our audit response
Valuation of investment property	
<p>The Council revalues its investment property annually as required by <i>PBE IPSAS 16 Investment Property</i>.</p> <p>The fair value of investment properties needs to reflect the market conditions as at reporting date.</p> <p>Due to the nature and value of the revaluations, any bias or errors in the inputs used or calculations performed could result in a significant misstatement in the value of investment property.</p>	<p>We will:</p> <ul style="list-style-type: none"> • review the valuation report and hold discussions with the District Council and the valuer to inform our understanding of the valuation; • review the valuation report to assess whether the requirements of PBE IPAS 16 (including the appropriateness of the valuation basis) have been met; • evaluate the qualifications, competence and expertise of the external valuer; • review the valuation method and assess if the applicable method used is in line with the financial reporting framework, including the reasonableness of the data and key assumptions used; and • review the accounting entries and associated disclosures in the annual report against relevant accounting standards.
The risk of management override of internal controls	
<p>There is an inherent risk in every organisation of fraud resulting from management override of internal controls.</p> <p>Management are in a unique position to perpetrate fraud because of their ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.</p> <p>Auditing standards require us to treat this as a risk on every audit.</p>	<p>Our audit response to this risk includes:</p> <ul style="list-style-type: none"> • testing the appropriateness of selected journal entries; • reviewing accounting estimates for indications of bias; and • evaluating any unusual or one-off transactions, including those with related parties.

Audit risk/issue	Our audit response
Asset impairment considerations	
<p>In accordance with PBE IPSAS 21, <i>Impairment of Non-Cash-Generating Assets</i> and PBE IPSAS 26 <i>Impairment of Cash-Generating Assets</i>, at each reporting date management must assess whether there is any indication that an asset may be impaired. If management identifies any indication of an impairment, then they must estimate the recoverable service amount of the asset.</p> <p>Assets are required to be assessed for indicators of impairment on an annual basis.</p> <p>Irrespective of whether there are any indications of impairment, intangible assets not yet available for use (that is, work in progress) and intangible assets with indefinite useful lives must be <i>tested</i> for impairment at least annually.</p> <p>Work-in-progress (WIP) values on projects that span an extended period of time should be assessed regularly for impairment over the life of the project. The District Council needs to ensure that as phases of a project are completed, and assets become operational, capitalisation of the WIP balance occurs in a timely manner. This will ensure that depreciation expense on these assets is recognised and accounted for appropriately.</p> <p>The District Council will need to complete the necessary assessment of impairment of assets (as above). In addition, intangible assets not yet available for use (i.e. work in progress) and intangible assets with indefinite useful lives must be <i>tested</i> for impairment at least annually</p>	<p>We will:</p> <ul style="list-style-type: none"> • review assessments of indicators of impairment <p>Where indicators of impairment is present and for any intangible assets not yet available for use, we will:</p> <ul style="list-style-type: none"> • review impairment assessments prepared by management; • evaluate the reasonableness of the significant assumptions; • evaluate how management has addressed estimation uncertainty; and • reperform calculations made by management.

Other areas of focus for all local authorities

Area of audit focus	Our audit response
Drinking water quality performance measures	
<p>Providing safe drinking water is a core function of the District Council and reporting how it has performed in respect of this function in the annual report is important performance information.</p> <p>The regulatory regime in place over the safety of drinking water has transitioned in the current year from the Drinking Water Quality Standards (DWS) to the new Drinking Water Quality Assurance Rules (DWQARs) which came into effect on 14 November 2022.</p> <p>Performance measures about compliance with the DWS are currently mandated by the Department of Internal Affairs who have issued mandatory performance measures that are required to be reported against in District Council's annual report.</p> <p>There are currently no similar performance measures with respect to the new DWQARs. Despite this it is important that the District Council includes appropriate performance information about their compliance with the new DWQARs. This performance information will be subject to audit and therefore it is important that District Council is able to support the performance results that they report.</p>	<p>We will work with the District Council to agree what performance information and measures would be appropriate and audit the results reported against the agreed measures.</p> <p>We will update our understanding of the systems and controls in place for reporting on compliance with the drinking water standards and determine if we can rely on those controls.</p> <p>We will perform procedures as appropriate to gain comfort over the results reported.</p>
Water Services Reform Programme	
<p>The Water Services Reform Programme (the Reform) is expected to result in significant structural changes to the management, funding and ownership of water supply, wastewater, and stormwater assets in the local government sector.</p> <p>The Government has recently announced a number of changes to the Reform. On 13 April 2023, the Government outlined changes to the number of water services entities and a staggering of their</p>	<p>We will review the Council's disclosures to ensure they accurately reflect the significance and uncertainty of the Reforms on Council.</p> <p>Because the impact could be significant, but is uncertain, we are likely to include information in our audit report to draw a reader's attention to Council's disclosure about the Reform.</p>

Area of audit focus	Our audit response
<p>establishment dates starting from early 2025, with all the water services entities to be established by 1 July 2026. The timing of the transfer of assets and liabilities is therefore uncertain until amendments to existing legislation are passed.</p> <p>The Bill to enable the transfer of three waters related assets and liabilities to the water services entities is currently with the select committee and will need to be passed to enable water assets to transfer to the related water entity.</p> <p>The timing of the legislation through Parliament will impact the 30 June 2023 annual report. If the legislation has not passed before 30 June an updated disclosure may still be appropriate. If the legislation is passed before 30 June, there will likely be some additional accounting and disclosure requirements.</p> <p>The Council should ensure that sufficient disclosure about impact of the Reform (to the extent that the impact is known) is included in the annual report.</p>	
New accounting standard - Adoption of PBE FRS 48 <i>Service Performance Reporting</i>	
<p>PBE FRS 48 <i>Service Performance Reporting</i> replaced that part of PBE IPSAS 1 <i>Presentation of Financial Statements</i> that deals with service performance reporting requirements and is effective for annual reporting periods beginning on or after 1 January 2022, that is, for the Council, it is for the year ended 30 June 2023.</p> <p>The objective of the standard is “to establish principles and requirements for an entity to present service performance information that is useful for accountability and decision-making purposes in a general purpose financial report”. PBE FRS 48 requires an appropriate and meaningful mix of performance measures and/or descriptions, including, where appropriate, measures of both the goods and services</p>	<p>We will review Council’s compliance with the new standard. We are providing a PBE FRS 48 <i>Service Performance Reporting</i> checklist to the Council to perform a self-review.</p>

Area of audit focus	Our audit response
<p>provided and of what has been achieved in the District Council's areas of responsibility.</p> <p>In addition, PBE FRS 48 imposes additional disclosure obligations on entities. For example, paragraph 44 requires an entity to "disclose those judgements that have the most significant effect on the selection, measurement, aggregation and presentation of service performance information reported in accordance with this Standard that are relevant to an understanding of the entity's service performance information".</p> <p>Further if the District Council changes what it reports as service performance information compared to the previous year, then PBE FRS 48 requires the it to explain the nature of the changes and their effect.</p>	

Please tell us about any additional matters we should consider, or any specific risks that we have not covered. Additional risks may also emerge during the audit. These risks will be factored into our audit response and our reporting to you.

Fraud risk

Misstatements in the financial statements and performance information can arise from either fraud or error. The distinguishing factor between fraud and error is whether the underlying action is intentional or unintentional. In considering fraud risk, two types of intentional misstatements are relevant - misstatements resulting from fraudulent reporting, and misstatements resulting from misappropriation of assets.

The primary responsibility for the prevention and detection of fraud and error rests with the Council (as the governing body), with assistance from management. In this regard, we will discuss the following questions with you:

- What role does the Council play in relation to fraud? How do you monitor management's exercise of its responsibilities?
- Has a robust fraud risk assessment been completed? If so, is the Council satisfied that it had appropriate input into this process?
- How does management provide assurance that appropriate internal controls to address fraud risks are in place and operating?
- What protocols/procedures have been established between the Council and management to keep you informed of instances of fraud, either actual, suspected, or alleged?
- Are you aware of any actual, suspected, or alleged fraud? If so, have the results of management's investigation been reported to Council? Has appropriate action been taken on any lessons learned?

Our responsibility

Our responsibility is to obtain reasonable, but not absolute, assurance that the financial statements and performance information are free from material misstatement resulting from fraud. Our approach to obtaining this assurance is to:

- identify fraud risk factors and evaluate areas of potential risk of material misstatement;
- evaluate the effectiveness of internal controls in mitigating the risks;
- perform substantive audit procedures; and
- remain alert for indications of potential fraud in evaluating audit evidence.

The Auditor-General has published useful information on fraud that can be found at oag.parliament.nz/reports/fraud-reports.

Our audit process

Initial planning

Initial planning activities include verifying compliance with independence requirements and building the audit team.

Understand your business and environment

We use our extensive sector and business knowledge to make sure we have a broad and deep understanding of the Council, your business, and the environment you operate in.

Assess audit risk

We use our knowledge of the business, the sector and the environment to identify and assess the risks that could lead to a material misstatement in the financial statements and performance information.

Evaluate internal controls

We update our understanding of internal controls relevant to the audit. This includes reviewing the control environment, risk assessment process, and relevant aspects of information systems controls. Most of this work is done during the initial audit visits. We evaluate internal controls relevant to the audit for the whole financial year, so we consider internal controls relevant to the audit at all visits.

Finalise the audit approach

We use the results of the internal control evaluation to determine how much we can rely on the information produced from your systems during our final audit.

Gather audit evidence

During the final audit we audit the balances, disclosures, and other information included in the Council's financial statements and performance information.

Conclude and report

We will issue our audit report on the financial statements and performance information. We will also report to the Council covering any relevant matters that come to our attention.

New auditing standard

ISA (NZ) 315 (Revised 2019), *Identifying and Assessing the Risks of Material Misstatement*, is effective for the audit of your financial statements for the first time this year. The standard sets out how auditors identify and assess the risks of material misstatement in financial statements. The standard requires the auditor to understand the entity, its environment, and its internal controls and use that knowledge to identify and assess risks. There are changes to how this is done compared to the previous standard.

There will be additional work required on your audit compared to previous years. In your case, the impact will be in the following areas:

- A greater emphasis on identifying and understanding the IT applications and the other aspects of your IT environment that are subject to risks arising from the use of IT.
- Evaluating the design and implementation of the general IT controls that address the risks arising from the use of IT.
- Considering the new inherent risk factors and updating our risk assessment documentation where relevant to address these risk factors.
- Revisions to the matters we consider in evaluating your system of internal control.
- Strengthened documentation requirements relating to the exercise of professional scepticism. There is a greater emphasis on demonstrating a questioning mind and a critical assessment of audit evidence gathered when performing our risk assessment procedures.

Prioritising higher risk work to ensure an efficient year-end processes

To ensure the year-end annual report and audit thereof are efficient, Council should prioritise their work to ensure higher risk areas and those that involve significant management judgment are planned to be ready for auditing as soon as possible. Timelines for this information should be agreed with us early. Delays in providing this information to us could impact our ability to resolve technical issues late in the audit process.

Examples of areas that typically involve management and auditor judgment include, and should be resolved early include:

- valuation of investment properties;
- fair value assessments and revaluations of property, plant and equipment held at fair value;
- impairment assessments for property, plant and equipment;
- Provision estimates; and
- Financial assets or liabilities held at fair value.

Materiality

In performing our audit, we apply materiality. In the public sector, materiality refers to information that if omitted, misstated, or obscured could reasonably be expected to:

- influence readers' overall understanding of the financial statements and service performance information; and
- influence readers in making decisions about the stewardship and allocation of resources, or assessing your performance.

This definition of materiality is broader than the one used in the private sector.

It is a matter of judgement whether information is material. We consider the nature (qualitative) and amount (quantitative) of each item judged in the surrounding circumstances and its impact. In the public sector qualitative considerations are of equal significance as quantitative considerations. Qualitative considerations are of primary importance in our assessment of materiality in the context of disclosures for transparency and accountability reasons, and in evaluating any non-compliance with laws and regulations.

The Council and management need to consider materiality in preparing the financial statements and service performance information and make their own assessment of materiality from a preparer's perspective. IFRS Practice Statement 2, *Making Materiality Judgements*, provides guidance on how to make materiality judgements from a financial statements preparer's perspective. Although this guidance is primarily aimed at for-profit entities, the same principles can be applied by public benefit entities. The Council and Management should not rely on our materiality assessment as a basis for owning and making judgements about the integrity of the financial statements and service performance information.

Financial statements materiality

For planning purposes we have set **overall materiality** for the financial statements at \$50,800,000 based on last year's total Property, Plant & Equipment. This is subject to change once the actual results for the current year are available. For this audit we are only applying this overall materiality to the fair value of property, plant and equipment.

We have set a lower, **specific materiality** of \$850,000 for all items not related to the fair value of property, plant and equipment.

We design our audit procedures to detect misstatements at a lower level than overall materiality. This takes account of the risk of cumulative misstatements and provides a safety net against the risk of undetected misstatements.

Overall materiality	\$50,800,000
Specific materiality	\$850,000
Clearly trivial threshold	\$42,500

We will report all uncorrected misstatements to the other than those that are **clearly trivial**. We consider misstatements of less than \$42,500 to be clearly trivial unless there are qualitative considerations that heighten its significance. We will ask for each misstatement to be corrected, other than those that are clearly trivial. Where management does not wish to correct a misstatement we will seek written representations from management and the on the reasons why the corrections will not be made.

Misstatements

Misstatements are differences in, or omissions of, amounts and disclosures that may affect a reader’s overall understanding of your financial statements and service performance information. The effects of any detected and uncorrected misstatements, individually and in aggregate, are assessed against overall materiality and qualitative considerations.

Overall financial statement materiality does not apply to any matters of effectiveness and efficiency, waste, or a lack of probity or financial prudence.

Materiality for service performance information

At an overall level, we assess whether the service performance information is suitable, given your purpose and the nature of your activities, and whether the reporting allows for an informed assessment of the District Council’s performance. In doing this we consider whether the information is relevant, complete, reliable, neutral, and understandable.

We set materiality for service performance information at an individual measure level based on what we expect would influence readers’ overall understanding, decision making, or assessment of the District Council’s performance. We consider a variety of factors including the level of public interest and potential public risk. Because of the variety of measurement bases applied, we normally express this materiality as a percentage of the reported result.

We have identified the following measures as material and assessed materiality for planning purposes. We will reassess this during the audit.

Material measure	Materiality % of the reported result
Road condition - The average quality of ride on a sealed local road network, measured by smooth travel exposure.	8%
Road safety - The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number.	8%

Material measure	Materiality % of the reported result
Safety of drinking water - The extent to which the local authority's drinking water supply complies with part 4 (bacteria compliance criteria), and part 5 of the drinking-water standards (protozoal compliance criteria).	0%
Water loss - The percentage of real water loss from the local authority's networked reticulation system (including a description of the methodology used to calculate this).	5%
Drinking water supply - Fault response times - Where the local authority attends a call-out in response to a fault or unplanned interruption to its networked reticulation system, the following median response time measured: - resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption.	5%
Wastewater - Discharge compliance/ management of environmental impacts Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number of: (a) abatement notices (b) infringement notices (c) enforcement orders, and (d) convictions, received by the territorial authority in relation to those resource consents.	0%
Wastewater - Fault response times Where the local authority attends a call out in response to a fault or unplanned interruption to its networked reticulation system, the following median response times measured: - Resolution of urgent call outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption.	5%
Building and resources consents - processing times - Percentage of building consent applications processed in accordance with statutory timeframes. - Percentage of non-notified resource consents processed within statutory timeframes.	8%

Material measure	Materiality % of the reported result
Stormwater - resource consents Compliance with the territorial authority's resource consents for discharge from its stormwater system, measured by the number of: <ul style="list-style-type: none"> (a) abatement notices (b) infringement notices (c) enforcement orders, and (d) convictions, received by the territorial authority in relation to those resource consents.	0%

Professional judgement and professional scepticism

Many of the issues that arise in an audit, particularly those involving valuations or assumptions about the future, involve estimates. Estimates are inevitably based on imperfect knowledge or dependent on future events. Many financial statement items involve subjective decisions or a degree of uncertainty. There is an inherent level of uncertainty which cannot be eliminated. These are areas where we must use our experience and skill to reach an opinion on the financial statements and performance information.

The term "opinion" reflects the fact that professional judgement is involved. Our audit report is not a guarantee but rather reflects our professional judgement based on work performed in accordance with established standards.

Auditing standards require us to maintain professional scepticism throughout the audit. Professional scepticism is an attitude that includes a questioning mind and a critical assessment of audit evidence. Professional scepticism is fundamentally a mind-set. A sceptical mind-set drives us to adopt a questioning approach when considering information and in forming conclusions.

Exercising professional scepticism means that we will not accept everything we are told at face value. We will ask you and management to provide evidence to support what you tell us. We will also challenge your judgements and assumptions and weigh them against alternative possibilities.

How we consider compliance with laws and regulations

As part of the Auditor-General's mandate, we consider compliance with laws and regulations that directly affect your financial statements or general accountability. Our audit does not cover all of your requirements to comply with laws and regulations.

Our approach involves first assessing the systems and procedures that you have in place to monitor and manage compliance with laws and regulations relevant to the audit. We may also complete our own checklists. In addition, we will ask you about any non-compliance with laws and regulations that you are aware of. We will evaluate the effect of any such non-compliance on our audit.

Wider public sector considerations

A public sector audit also examines whether:

- the Council carries out its activities effectively and efficiently;
- waste is occurring or likely to occur as a result of any act or failure to act by the Council;
- there is any sign or appearance of a lack of probity as a result of any act or omission by the Council or by one or more of its members, office holders, or employees; and
- there is any sign or appearance of a lack of financial prudence as a result of any act or omission by the Council or by one or more of its members, office holders, or employees.

Reporting protocols

Communication with management and the Council



We will meet with management and the District Council's audit committee throughout the audit. We will maintain ongoing, proactive discussion of issues as and when they arise to ensure there are "no surprises".

Reports to the Council



We will provide a draft of all reports to management for discussion/clearance purposes. Once management comments are received the report will be finalised and provided to the Council.

We will also follow up on your progress in responding to our previous recommendations.

Audit logistics

Our team



Our engagement team is selected to ensure that we have the right subject matter expertise and sector knowledge. Each member of the audit team has received tailored training to develop their expertise.

Our senior audit team members are:

Jacques Du Toit	Appointed Auditor
Mandla Tanali	Audit Manager
Fezeka Dilika	Audit Supervisor

Timetable



Our proposed timetable is outlined below. There is the possibility that there may be disruptions that will require changes to the timetable proposed. Where this arises, we will discuss a revised timetable with you.

Interim audit	26 June 2023
Draft financial statements available for audit (including notes to the financial statements) with actual year-end figures	31 August 2023
Final audit begins	25 September 2023
Final financial statements available, incorporating all the amendments agreed to between us	13 October 2023
Annual report available, including any Chair and Chief Executive's overview or reports	11 October 2023
Audit opinion issued	31 October 2023
Draft report to the Council issued	November 2023

AuditDashboard

In 2021 and 2022, we used AuditDashboard, our online portal, to transfer files between your employees and Audit New Zealand. Overall, the use of AuditDashboard made it easy to fulfill requests. Real-time status updates provided greater visibility to everyone and helped to keep everyone organised and on the same page.

We will again use AuditDashboard for transferring audits as part of the audit.

We recognise different organisations are positioned differently to enable off-site audit work. We will be discussing and agreeing off-site working expectations in conjunction with our information requests with you as part of your 2023 audit. This will include our continued use of AuditDashboard to manage our information requests.

Expectations



For the audit process to go smoothly for both you and us, there are expectations that each of us need to meet.

Our respective responsibilities are set out in our audit engagement letter.

We expect that:

- you will provide us with access to all relevant records and provide information in a timely manner;
- staff will provide an appropriate level of assistance;
- the draft financial statements, including all relevant disclosures, will be available in accordance with the agreed timetable;
- management will make available a detailed workpaper file supporting the information in the financial statements; and
- the annual report, financial statements and performance information will be subjected to appropriate levels of quality review before being provided to us.

To help you prepare for the audit, we will liaise with management and provide them with a detailed list of the information we will need for the audit.

Health and safety



The Auditor-General and Audit New Zealand take seriously their responsibility to provide a safe working environment for audit staff.

Under the Health and Safety at Work Act 2015, we need to make arrangements with management to keep our audit staff safe while they are working at your premises.

We expect you to provide a work environment for our audit staff that minimises or, where possible, eliminates risks to their health and safety. This includes providing adequate lighting and ventilation, suitable desks and chairs, and safety equipment where required. We also expect management to provide them with all information or training necessary to protect them from any risks they may be exposed to at your premises. This includes advising them of emergency evacuation procedures and how to report any health and safety issues.

AUDIT NEW ZEALAND

Mana Arotake Aotearoa

www.auditnz.parliament.nz

PO Box 99
Wellington 6140
Phone: 04 496 3099



Community Wellbeing Fund

1. Purpose

To seek Council approval to create and fund the appropriate structure, processes, and resources to activate a Community Well Being Fund to govern, operate and manage the disbursement of \$1.38m, being part of Tranche 1 of the Three Waters Reform Better Off Funding received by SWDC.

2. Executive Summary

In August 2022 Council approved entering into a funding agreement between DIA and SWDC for Three waters Reform – Better Off package (Tranche 1 Funding) of \$1.88m. Since then, the proposal to fund a Community Well Being Fund was accepted and the agreement signed. More recently, the initial agreement was varied to allow \$0.5m to be applied to a new initiative, that is the desludging of the Greytown and Martinborough Wastewater Treatment Plant ponds project. This leaves \$1.38m for the original intent of a Community Wellbeing Fund.

We now wish Council to confirm via a council resolution the main programme components for the fund comprising:

1. Application of the remaining \$1.38m to the Community Wellbeing Fund,
2. Creation of a representative Governance Group,
3. Delegation to the Governance Group the authority to approve community projects up to a value of \$50,000, and
4. Ring-fencing of funds to enable administration and operation of the fund.

This executive summary will also be provided to:

- ☒ Māori Standing Committee
- ☒ Featherston Community Board
- ☒ Greytown Community Board
- ☒ Martinborough Community Board

3. Recommendations

Officers recommend that the Council:

1. Receive the *Community Wellbeing Fund* Report.
2. Endorse the activation of a Community Wellbeing Fund with a total available pool of \$1.38m.
3. Move to appoint a governance group and call for nominations for a youth leader to be nominated.
4. Delegate authority to the Governance Group to approve projects up to \$50k.
5. Request ELT to consider any LTP projects to be accelerated and funded through the CWBF; and
6. Approve a ring-fenced amount to provide supplementary administration, facilitation and management resources for the Fund in amounts of \$75k annually and \$105k for set-up and close-down.

4. Background

In August 2022, Council approved SWDC entering into a funding agreement with Te Tari Taiwhenua – Department of Internal Affairs for \$1.88m of Three Waters Tranche 1 ‘Better Off’ Funding. The funding was to be used to create a ‘South Wairarapa Community Wellbeing Fund’ (CWBF) to support community projects and accelerate some existing LTP projects. The agreement was signed in December 2022 on the basis of a single programme of work, being the Community Wellbeing Fund. In July this year, SWDC varied the agreement to reallocate \$0.5m of the \$1.88m to a second project, being the desludging of the Martinborough and Greytown wastewater treatment ponds.

With an agreement in place however, SWDC has yet to activate the creation of the CWBF and now needs Council approval to proceed with design and initiation of the mechanics of the fund. Only once the governance and operational structures are in place will we be able to start making grants that comply with the requirement of the funding agreement. These being:

- Acceleration of LTP projects that have a demonstrable community wellbeing focus, and
- Support for community projects that meet Fund criteria.

5. Prioritisation

5.1 Te Tiriti obligations

Council will proactively engage with Mana Whenua to encourage applications for worthy projects that meet the Fund criteria.

Representatives from the Māori Standing committee will be approached to be part of the Governance Group.

5.2 Long Term Plan alignment

The CWBF can be used for the acceleration of LTP projects that have a demonstrable community wellbeing focus.

Funding for management and the administration of the Fund will come out of the \$1.38m so it will not need to be funded through the LTP.

6. Discussion

With an agreement and funding from Three Waters Reform – Better Off Tranche 1 in place, SWDC now needs to move forward in activating the Community Wellbeing Fund (CWBF) with the \$1.38m available.

To activate the CWBF we need to create an appropriate governance structure, provide delegations to enable effective decision making, and engage resources to manage and operate the fund.

6.1 Governance Structure and Delegations

We suggest a representative Governance Group with an appropriate level of delegation to approve the community wellbeing projects (<\$50k) and to make recommendations to Council for applications out of their delegation (>\$50k). To distinguish from the grants operated under the SWDC Grants Policy, the minimum application accepted would be for a project >\$25k.

The membership of Governance to be made up from the Chairs of Community Boards; councillor representatives: representative from MSC: representative from ELT: Pou Māori: and a youth leader potentially by working collaboratively with the young people who participated in the Rangitahi Strategy process. The Council would appoint Governance members and will call for nominations for the youth leader.

We envisage the Governance group would meet in public. Secretariat and programme facilitation, community engagement and grant management will be provided by supplementing the existing Community Development office at Council. A key objective for any supplemental resource would be to encourage mechanisms to reach down into the community and hapu to have projects brought up to the governance group.

The governance group in its initial meetings would design the process to elicit and consider applications from the community. For example, deciding on whether the application process is always open or run in a series of rounds to be decided in annual or semi-annual meetings.

As this structure is working towards a more collaborative approach with Mana Whenua and the community, it is recommended that the appointed membership participate in the design as much as possible.

Accelerated LTP projects would be put forward to full council for consideration of funding through the CWBF by ELT members through a decision report.

6.2 Resources

Reasonable administration costs were provided for in the Better Off application budget and project management costs would be built into major projects promoted internally (including accelerated LTP projects). External projects would need to include project management in their application. SWDC would not be managing the projects for them.

For management and administration of the Fund, including reporting requirements and claims to Te Tari Taiwhenua, we have ring-fenced a total of \$80k for set-up and \$75k annually for administration and facilitation (3 years 2024-2027). Close out costs including reporting to Te Tari Taiwhenua are estimated at \$25k.

As much as possible it is expected the Fund would be managed by supplementing the existing SWDC Community Development office.

7. Options

7.1 Option 1 – Initiate and operationalise a Community Wellbeing Fund

Extensive discussions and consultations were held in deciding to make an application for a Community Wellbeing Fund including garnering support from the Māori Standing Committee.

The recommended decision allows the Fund to be initialised as originally envisaged, albeit with a smaller fund available as no Tranche 2 is available after the Three waters Reset in April 2023.

Going ahead with the Fund is the recommended option.

7.2 Option 2 – Vary the Funding Agreement to an unallocated project needing up to \$1.38m

This option does not align with the original decision in August 2022 to create a South Wairarapa Community Wellbeing Fund and is not recommended.

8. Strategic Drivers and Legislative Requirements

8.1 Significant risk register

There is reputational and relationship risk with our key partners of iwi, hapu, Māori and Te Tari Taiwhenua if we do not activate the Community Wellbeing Fund.

☒ Relationship with iwi, hapū, Māori

☐ Climate Change

- ☐ Emergency Management
- ☐ IT architecture, information system, information management, and security
- ☐ Financial management, sustainability, fraud, and corruption
- ☐ Legislative and regulative reforms
- ☒ Social licence to operate and reputation
- ☐ Asset management
- ☐ Economic conditions
- ☐ Health and Safety

8.2 Policy implications

Although the CWBF will act like a Grant it is a separately sourced fund that must adhere to the requirements of the funding agreement signed with Te Tara Taiwhenua. Therefore, it does not fit directly into the SWDC Grants Policy.

General Manager Governance and Policy will be consulted in the activating and setting up the CWBF to ensure there are no unintended consequences or conflicts to be avoided.

9. Consultation

9.1 Communications and engagement

The persons who are affected or interested in this matter are the ratepaying public and community groups interested in promoting community projects.

This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy.

9.2 Partnerships

A communications plan is part of the deliverables from the set-up of the Fund and a key outcome for the resource administering the Fund in association with SWDC Communication team.

Have you completed a communications plan for the work described/project to engage/communicate with partners/key stakeholders e.g., Waka Kotahi, Kainga Ora, community groups, particular individuals etc?

☐ Yes ☒ No

If no, is a communications plan required?

☒ Yes ☐ No

10. Financial Considerations

The money for the Community Wellbeing Fund is sourced and available for use.

There is no other financial impact.

11. Climate Change Considerations

There are no positive or negative effects on climate change from this decision.

12. Health and Safety Considerations

There are no health and safety considerations for this decision.

13. Appendices

Appendix 1 – Three Waters Reform – Better Off Tranche 1 Funding Decision Report, 10 August 2022

Contact Officer: Robyn Wells, Principal Advisor – Water Transition

Reviewed By: Stefan Corbett, Group Manager Partnerships and Operations

Appendix 1 – Three Waters Reform – Better Off Tranche 1 Funding Decision Report, 10 August 2022

AGENDA ITEM C1

**THREE WATERS REFORM – BETTER OFF TRANCHE 1 FUNDING
DECISION REPORT**

Purpose of Report

To seek Council approval to enter into a funding agreement with Te Tari Taiwhenua – Department of Internal Affairs for \$1.88m of tranche one ‘Better Off’ Funding. The funding will be used to create a ‘South Wairarapa Community Wellbeing Fund’ that will support community projects and accelerate some existing LTP projects.

Recommendations

Officers recommend that the Council:

1. *Receive the Three Waters Reform – Better Off Tranche 1 Funding Decision Report.*
2. *Delegate authority to the CEO to enter into a Funding Agreement between DIA and SWDC and Crown Infrastructure Partners Limited (as monitor) for Three Waters Reform – Better Off Package (Tranche 1 Funding) of \$1.88m¹*
3. *Approve the submission of a Better Off Funding Proposal to DIA entitled ‘South Wairarapa Community Wellbeing Fund’ incorporating the following main programme components:*
 - 3.1 *Creates a SWDC Community Wellbeing Fund (CWBF) to the value of \$1.88m over Financial Years 2022/23 and 2023/24.*
 - 3.2 *Funding decisions and oversight of community project applications to the Fund will be via a governance group made up of Councillors, ELT members, mana whenua and community representatives.*
 - 3.3 *The community will be actively encouraged to submit community wellbeing projects for funding.*
 - 3.4 *Governance may decide to fund selected community projects that meet well defined fund criteria.*
 - 3.5 *Council management in close discussion with Councillors may decide to accelerate projects in the Long-Term Plan with a strong community wellbeing dimension.*
4. *Delegate authority to the CEO for the content of the draft Funding Proposal as*

¹ Please note this amount has been revised from the \$1.75m in previous papers as per allocation tables

1. Executive Summary

Post-COVID, many parts of the South Wairarapa community are feeling disconnected and fragile – uncertain about their future. People are facing economic pressure, the effects of climate change, and volatility in their asset values. The country may be heading into a recession as the outlook for the economy suggests worse is to come. Our communities are feeling poorer both emotionally and financially, and their wellbeing is suffering.

The Better Off funding allocation creates an opportunity for Council to focus on improving community wellness while we negotiate a difficult environment.

The proposal is to use the Better Off Tranche 1 funding allocation of \$1.88m in FY 2022/23 and 2023/24 to create an operational fund targeting the following two strategic priorities:

- Creating better connections and social wellbeing, and
- Nurturing & creating the district's special character, qualities, and culture.

With the Tranche 1 funds council could enable and accelerate projects already included in the LTP, as well as fund projects introduced from the community via a new governance mechanism.

Community project selection would be the responsibility of a Governance Group potentially including Councillors, ELT members, mana whenua and community representatives.

LTP projects that may have a strong connection to the strategic objectives of the Fund include cycle trails, sports facilities, renovation of community halls and public buildings, and educational and tourism projects (like Carkeek Observatory). There would be a focus on delivery of tangible community projects including economic development initiatives. We believe this would provide a much-needed boost to the community by increasing community connectivity, creating employment, and by stimulating new economic activity, including tourism.

2. Background

The Better Off Tranche 1 funding package is one of a suite of Three Waters reform funding packages recently announced by Government.

Other funding packages include Three Waters Stimulus Funding (completed), No Worse Off Funding (details still TBC), and various Transition Funding packages - a brief description of which is included in Appendix 1. The Better Off Support Package Guidance, the Better Off Package Funding Agreement and the Pro-forma Better Off Support Package Funding Proposal are attached as Appendices 2 – 4.

Following workshop discussions with Councillors in July, Management suggests a process that would prioritise initiatives as follows:

- Projects or initiatives must meet the fund criteria, be aligned with SWDC strategic objectives in the LTP and/or Spatial Plan and have a clear focus on community wellbeing.
- Projects must deliver a tangible benefit to the community within the two-year scope of the Better Off tranche 1 funding (and not require any funding from rates).
- Projects could support and inform further funding proposals for the second tranche of Better Off funding – available from July 2024.
- Support for accelerating existing LTP projects with a strong community wellbeing dimension.

Officers have met with our Crown Infrastructure Partners Relationship Manager since the 7 July 2022 workshop and at the time of writing this report Management's understanding is that the South Wairarapa Community Wellbeing Fund that we are recommending satisfies the underlying criteria of the DIA funding package.

3. Discussion

Feedback from community groups is telling us that people are feeling disconnected and uncertain about their future. COVID has frightened many of our older residents and broken well-established connections that they relied upon. In this context Council is suggesting using the Better Off funding to invest in an operational fund targeting community wellbeing. The fund would focus on regenerating and reconnecting communities who are struggling with these problems. Only community projects that align well with the LTP and were a strong fit with enhancing social wellbeing would be considered. It would of course be an open and competitive process to apply. The fund would consider co-investment in partnership with Council, or the approval of grants. We would be focused on the South Wairarapa but encourage initiatives that were scalable and worked across neighbouring regions.

The Council could suggest some focus areas, to encourage applications, based on known areas of identified interest:

- The social, economic, environmental, and cultural wellbeing of the South Wairarapa
- Reconnecting and regenerating our communities after COVID
- Community development initiatives that focus on Māori wellness
- Promoting safer, welcoming, and inclusive communities
- Economic development connected to the region's natural assets

The thing that would bind the enterprise is the sense of bringing the South Wairarapa together, connecting and supporting one another, as we navigate the next few years.

As a Council we have historically concentrated on more traditional service provision (roads, water, amenities). This would be a chance for the SWDC to generate a programme of work with people at its centre – something that we think would be a positive as we move towards Local Government and 3W reform.

3.1 Community Wellbeing Projects

This option aligns strongly with the purpose of the Three Waters Better Off funding – to invest in initiatives that contribute to local community wellbeing.

This option creates an opportunity to elevate People rather than Infrastructure outcomes, consistent with Future of Local Government aspirations.

Creating an initiative like this will preserve a high degree of flexibility in selecting which projects should be eligible for funding support and additionally allows us to engage the community and iwi in the selection process.

The fund would be marketed through council media channels – an active rather than passive approach to elicit community ideas.

A governance group including Councillors, ELT members, mana whenua and community representatives would make sure the fund was accessed equitably, fully, and appropriately.

Funding could be via grants, co-funding, and/or an equity investment.

3.2 Accelerated Long Term Plan Projects

This option aligns with the purpose of the Three Waters Better Off funding – to invest in initiatives that contribute to local community wellbeing.

Creation of a SWDC Community Wellbeing Fund would assist the Council to further strengthen our ability to deliver on the four well beings: social, economic, environmental, and cultural.

This option brings promising projects that have already been endorsed by the community to fruition ahead of time. Management would work closely with Councillors on the selection of projects.

3.3 Delivering quality projects on time and within agreed budgets

Operationally, this option will require the Council to secure project management resource using Better Off funding to ensure all projects are delivered on time, on budget, and within agreed quality standards. We are unlikely to need much resource in the application and set up phase, so spend in the 22/23 FY may be limited. We would increase our capacity and capability once we were set up and demand on the Fund increased. Where possible we will ask applicants to build in project management resource into their applications to decrease reliance on Council resource.

3.4 Next steps

Completed funding application and funding proposal to be shared with Councillors prior to submission on 30 September 2022.

Details of the Fund structure, rules, governance terms of reference, application process to be shared with Councillors once constructed.

3.5 Consultation (Refer to Legislation on requirements)

<http://www.legislation.govt.nz/act/public/2002/0084/167.0/DLM170873.html>

None required.

3.6 Legal Implications

None identified.

3.7 Financial Considerations

There is no cost to Council as the proposal seeks to utilise Tranche 1 better off Funding allocation of \$1.88m. This is external funding and not drawn from Rates.

4. Appendices

Appendix 1 – Three Waters Funding Packages

Appendix 2 – The Better Off Support Package Guidance

Appendix 3 – Better Off Package Funding Agreement

Appendix 4 – Pro-forma Better Off Support Package Funding Proposal

Contact Officer: Stefan Corbett, Group Manager Partnerships and Operations

Reviewed By: Harry Wilson, Chief Executive

Appendix 1 – Three Waters Funding Packages

Three waters stimulus funding

In July 2020, the Government announced as part of the first funding package relating to Three Waters Reform, an opt-in non-binding approach. This tranche provided stimulus funding to support economic recovery post COVID-19 and to address persistent systematic issues in the three waters sector.

A regional delivery plan was developed by Wellington Water Limited (WWL) to respond to stimulus funding.

WWL selected and prioritised potential projects, focusing on improving network performance and reducing risk across the region while balancing the deliverability and capacity of suppliers to complete the works.

Councils share of the stimulus funding was \$2.8m. The \$2.8m was spent over the 2020/21 and 2021/22 financial years, \$0.585m and \$2.215m respectively.

Of the 2021/22 \$2.215m of stimulus funding, \$1.13m was spent in planned and reactive maintenance to manage the shortfall in the 2021/22 budget. \$0.825m was spent in capital renewals of the pipe network allowing additional capex funding for the year.

The need for stimulus funding to fill the gap for maintenance and capex demonstrates a continuation of costs associated with an aging network. The stimulus funding allowed us to offset the increased costs with stimulus funding which was fully spent over the 2020-2022 period – bridging the gap between LTP funding and the true costs of managing the network.

It is not contemplated that this bridging will continue in 2022/23 and 2023/24 financial years leaving a gap to be managed. Note - it is not permissible for better off Tranche 1 funding to be used for BAU opex and capex expenditure (to the extent provided for in the first three years of the LTP).

Three Waters reform transitional funding

In July 2022 it was announced that there would be a \$44 million support package for councils to support activities relating to three waters reform [Government provides Three Waters support for councils | Beehive.govt.nz](#)

The funding agreement described two tranches of funding, the first being made available under a Tranche 1 Funding Agreement, Tranche 2 to be made available under a supplementary or new funding agreement post 30 June 2023.

Councils share of this funding is \$0.35m for Tranche 1 to contribute towards direct Eligible Costs that councils will bear resulting from establishment and transition activities up to 30 June 2023 and it may be applied against the following permitted activities:

Permitted funding activities

- Information gathering exercises relating to transition, including responding to requests for information from the DIA's Three Waters National Transition Unit.
- The supply of information and resource to support council's preparation for transition, including:
 - allocation schedules for the assets, liabilities, workforce and contracts to transfer to Water Services Entities;
 - Water Service Entity asset management plans; and
 - Water Service Entity funding and pricing plans.
- Participation in local transition activity and local transition teams.
- Complying with any additional requirements or processes mandated by the Water Services Entities Bill (once enacted) and supplementary legislation.
- Any other activities that councils reasonably consider necessary to support transition and that give effect to the intent behind this Agreement (as expressed in Item 2 of the Key Details).

Officers are in the process of identifying Eligible Costs and reviewing the Funding Agreement.

Appendix 2 – The Better Off Support Package Guidance

Three Waters Better Off Support Package

Guide to the better off funding package for
local authorities



Te Tari Taiwhenua
Internal Affairs

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15	Appendix A: Notional funding allocation table
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18	Appendix C: How to access the DIA's Grants Management System
19	Appendix D: Relationship manager details

Headline Information



Key Dates

- ▶ Funding Proposal submission portal opens online **Monday 11 April 2022** and close **Friday 30 September 2022**
- ▶ Tranche 1 funding is available for use from **1 July 2022**



Applying for Funds

- ▶ There are **two** key **documents** to apply for and access the funding:
 - The Funding Proposal, outlining your council's intentions
 - The Funding Agreement
- ▶ You can only submit **one** Funding Proposal, but may include multiple projects or initiatives.
- ▶ You can use funding to cover projects up to **five years** in duration (through to 30 June 2027)
- ▶ You have a **relationship manager** assigned to your council to help you complete your proposal and access the funds (see **Appendix D** for details)



Funding Release

- ▶ An **initial instalment** of 10% of your funds will be released on approval of your Funding Proposal
- ▶ Subsequent instalments will be released in **arrears of costs** incurred, on receipt of:
 - A payment request (up to **one a month** can be submitted); and
 - Proof of **progress** on your expenditure programme

About the better off package

The better off package is:

- An investment by the Crown into the future for local government and community wellbeing; and
- In recognition of the significance to the local government sector (and the communities they serve) of the transfer of responsibility for water service delivery.

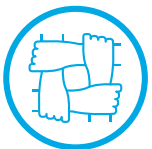
The use of this funding supports councils to transition to their new role post-reform through meeting some or all of the following criteria, as laid out in the Heads of Agreement:



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.**

About the application and funding process

The better off package is one of the financial support packages to be provided to Local Authorities under the Three Waters Reform, as outlined in the Heads of Agreement.

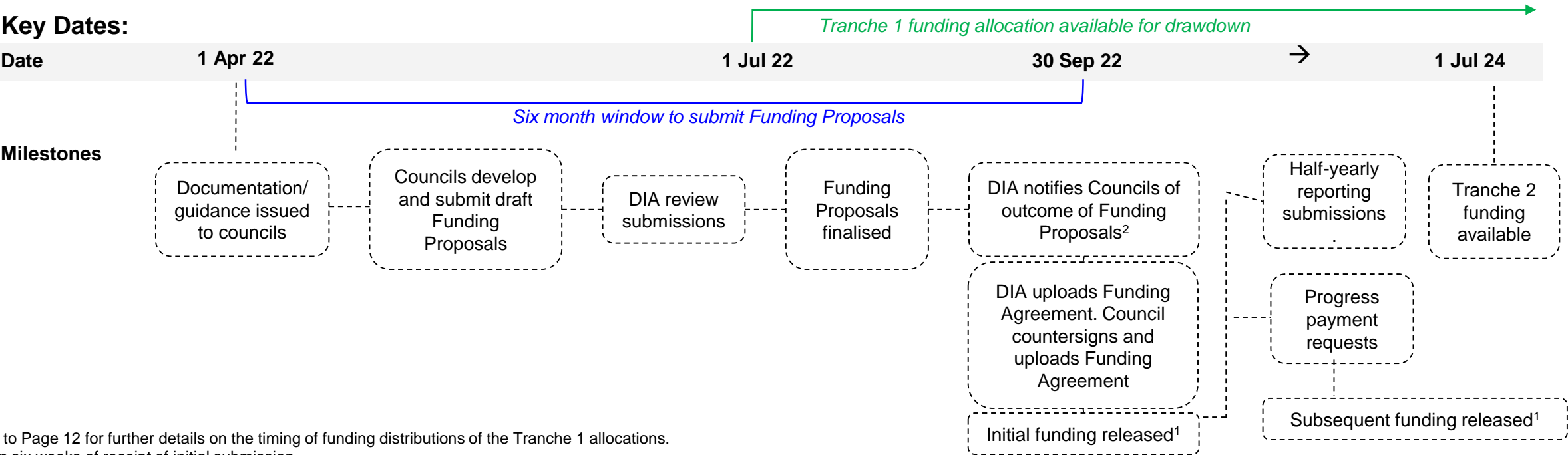
The \$2 billion package has been pre-allocated to councils based on a nationally consistent formula, and is available in two tranches. The first \$500 million of Crown Funding is available from 1 July 2022 and the remaining \$1.5 billion is available from 1 July 2024. This guide is specific to the first tranche of funding, however it is expected that access to Tranche 2 funding will follow a similar process.

This guide sets out the information needed for Local Authorities to engage with the Funding Agreement and Funding Proposal templates.

These are available on the Three Waters Reform webpage at: <https://www.dia.govt.nz/three-waters-reform-programme-reform-support-package>:

- Funding Proposal template available **01/04/2022** (NB: template for review only, proposals must be submitted online via the Grants Management System)
- Funding Agreement available **01/04/2022**

Key Dates:



¹ Refer to Page 12 for further details on the timing of funding distributions of the Tranche 1 allocations.

² Within six weeks of receipt of initial submission.

Relationship managers

To streamline the funding application and approval process, each council will be assigned a Relationship Manager to support them in developing their Funding Proposals. They will be available to provide additional guidance on an as-required basis.

Crown Infrastructure Partners have been appointed to fill this role.



The Relationship Manager's Role

Relationship managers are in place to work with, and support local authorities through the end-to-end Funding Proposal process. They also provide a liaison point between the councils and the DIA throughout the approval process.

Identify and Prioritise

- Assist councils to **identify** and **prioritise** initiatives that:
- ▶ Meet the funding criteria & conditions
 - ▶ Provide value for money
 - ▶ Demonstrate wellbeing outcomes

Prepare

- Help local authorities to **prepare** funding proposals, including:
- ▶ Preparing the schedule of expenditure
 - ▶ Identifying milestones linked to project delivery
 - ▶ Advising on contingency requirements
 - ▶ Completing the wellbeing assessments

Submit

- Support Councils to **submit** funding proposals to DIA:
- ▶ Navigate the online Grants Management System
 - ▶ Liaise with the DIA and the Cross Government Evaluation team to resolve any queries on the Funding Proposal

Funding application documentation

Funding Agreement

Local Authorities are required to sign the **Funding Agreement** to access the better off funding package.

DIA will provide a completed Funding Agreement following its review of the funding proposal. A pro-forma copy of the Funding Agreement is available [here](#).

The Agreement sets out the **purpose** of the funding, and the **requirements and conditions** that local authorities agree to meet to access the funding. The Agreements includes detail on the following:

- Funding conditions and criteria
- Overview of what the funding stimulus may be spent on
- Conditions attached to the funding
- Engaging with and supporting transition activities
- Reporting and other requirements

Funding Proposal

The Funding Proposal is the document Local Authorities will use to access funding, and specifies the Programme of Expenditure they wish to apply funding to. It will be submitted to DIA for review to ensure that it meets the following criteria:

Funding criteria

- The Programme must support one or more of the better off package criteria (*refer page 4*)
- Funding proposals must be for:
 - new initiatives/projects; and/or
 - to accelerate, scale-up and/or enhance the quality of planned investment
- The duration of the Programme of Expenditure must be 5 years or less (completion date on or before 30 June 2027)
- The Total Maximum Amount Payable must be equal to or less than the funding allocation (*refer page 13*)

Local Authorities have flexibility to apply better off funding as they deem appropriate, provided it is consistent with these funding conditions and the Funding Agreement, and approved via the Funding Proposal.

The Funding Proposal will cover the following elements:

- Programme overview (including work to be undertaken, summary of costs, relevant milestones and dates.)
- Demonstration that engagement was undertaken with iwi/Māori on the use of funding.
- How the Programme meets one or more of the better off package funding criteria and conditions
- A brief wellbeing assessment setting out the expected benefits of the Programme



Administration of the better off package will be managed through the DIA online Grant Management System. **To apply you will need access to this system.** See **Appendix C** for more information

How to Identify and Prioritise Initiatives

The funding criteria provides flexibility for Councils to identify a potentially wide range of funding proposals.

Where a council has existing strategic plans and documentation that meet the funding criteria, these may inform your project selection, including proposals to accelerate, scale up or enhance current and planned initiatives.

To assist in identifying and prioritising your initiatives, below are examples of projects that may be eligible based on the criteria, along with key considerations when prioritising a list of initiatives. Judgement is required when making these decisions, and councils may choose to assign different weighting to these prioritisation factors based on the needs of your community.

	Initiative Examples
1	Public Transport Improvement Programme* <ul style="list-style-type: none">• Replace bus fleet with electric buses• Upgrade public transport hubs to make them more user-friendly and safe• Increase frequency of services in busy times, and identify and provide public transport options to under-served areas
2	Street Lighting Project <ul style="list-style-type: none">• Replace street lights with energy efficient bulbs• Increase street lighting in underlit and unsafe areas
3	Coastal Placemaking Initiative <ul style="list-style-type: none">• New coastal public space and open air water park
4	Community Connectivity Initiative* <ul style="list-style-type: none">• Assist communities in need with affordable wifi connections and wifi-enabled devices
5	Digital Automation Programme* <ul style="list-style-type: none">• Transform resource consent application system
6	Supporting people living with disabilities to participate fully in society* <ul style="list-style-type: none">• Improve accessibility to community facilities including ramp access and handrails• Installation of high specification bathrooms for people with complex disabilities

Initial Eligibility Check	
Does the initiative meet the funding conditions listed on page 4?	
Prioritisation Factors	
Value for Money	Do the identified wellbeing outcomes justify the cost?
Strategic Plans	Is there existing strategic planning documentation to support this initiative?
Iwi/Māori Support	Has the council engaged with iwi/Māori on the intended use of the funding?
Risk Analysis	Does your risk analysis show any undue concerns in completing the project - for example, are the resources required readily available?
Community Support	Does the initiative have rate-payer and local community support?

*See Appendix B for examples of wellbeing assessments for these initiatives

Funding Proposal – Key areas of consideration

Key areas of consideration to be aware of when developing the Funding Proposal:

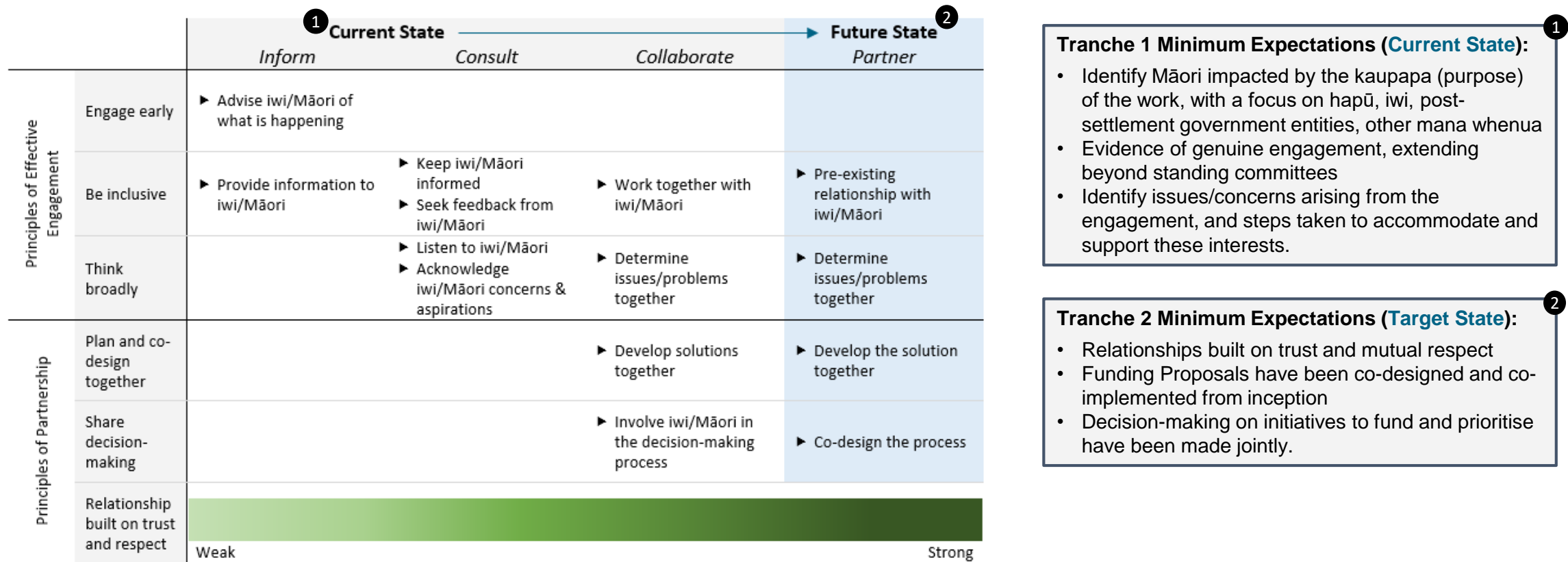
<p>Relationship between funding tranches</p> <p>The first tranche (\$500m available in July 2022 as per this guidance document) is distinct from the second, but councils are expected to consider how the first tranche could support funding proposals for the second tranche.</p> <p>Local authorities do not have to apply for the full Tranche 1 amount upfront, funds not applied for in Tranche 1 will be made available in Tranche 2.</p> <p>The second tranche will be subject to future guidance and application processes, however the same funding criteria and conditions are expected to apply.</p>	<p>Output-based milestones</p> <p>Milestones must be linked to specific and measurable outputs. Milestones should reflect progress of project delivery. For example:</p> <ul style="list-style-type: none">• In relation to project stages (e.g. procurement, design, construction); or• Based on project progress (e.g. percentage of works completed) <p>Contingency</p> <p>When preparing your schedule of expenditure, consider whether a contingency allowance is appropriate to allow for cost increases outside your control.</p> <p>A process will be developed in the coming months to enable you to utilise unspent contingency.</p>	<p>Prior funding applications</p> <p>If you have a project that meets the better off funding criteria, and has previously been submitted and reviewed through another contestable funding source, speak to your Relationship Manager.</p> <p>You may be able to re-use your prior application details to streamline your Funding Proposal application.</p> <p>Examples of funding that may fit this criteria are:</p> <ul style="list-style-type: none">• Infrastructure Acceleration Fund (IAF)• National Land Transport Programme (NLTP)• IRG Shovel Ready
<p>Other areas of consideration</p>	<p>Iwi/Māori: Pathway to target state of partnership</p> <p>Wellbeing assessment</p>	<p><i>Refer to Page 10</i></p> <p><i>Refer to Page 11</i></p>

 Relationship Managers will work with Local Authorities to finalise their Funding Proposals. They will be able to assist with specific questions around these considerations.

Iwi/Māori engagement

The criteria for the Better off funding package recognises that local authorities are expected to engage with iwi/Māori in determining how it will use its funding allocation. For tranche one, it is expected that the Funding Proposal demonstrates genuine engagement, extending beyond standing committees (see below).

The diagram below illustrates a continuum of engagement to partnership between Local Authorities and iwi/Māori. The funding tranches have been designed in a way that understands that most councils sit on the continuum at or near the current state. Investment in time and resources is required by both parties in order to build a relationship that is closely aligned to partnership. In recognition of this, the **minimum** expectations for Tranche 1 are set around the current state. However, the expectation with respect to accessing Tranche 2 funding is that the target state is achieved, or that there is a demonstrated pathway as to how it will be achieved.



Wellbeing assessments

Councils are expected to provide a wellbeing assessment setting out the expected benefits and wellbeing outcomes for each Programme.

The assessment should outline how the programme will deliver on:

- The broader “wellbeing mandates” under the framework of the Local Government Act 2002 (LGA), and
- The specific wellbeing criteria for the better off package shown on page 3

LGA areas of wellbeing

Considerations for completing the Wellbeing Assessment



Social wellbeing



Economic wellbeing



Environmental wellbeing



Cultural wellbeing

- **Define** the expected wellbeing outcomes from the Programme.
- **Describe** how the Programme outcomes will promote the better off package outcomes and wellbeing objectives for your community.
- **Decide** how you will measure, monitor and report on your stated wellbeing outcomes, preferably using your existing processes. (e.g. indicators of change/key performance indicators)



See **Appendix B** for examples of Wellbeing Assessments based on the initiatives shown on page 8.

Administration Process - Key areas of consideration

Key administration principles to be aware of when planning and applying for the better off funding package:

Release of funding	<p>Following approval of a Funding Proposal and an executed Funding Agreement, an initial disbursement of 10% of the Total Maximum Payable amount will be released.</p> <p>The remainder will be disbursed on receipt of a progress payment request from Councils:</p> <ul style="list-style-type: none">• Councils may submit a progress payment request, along with a progress report, up to once a month. This will be reviewed and approved by Crown Infrastructure Partners (CIP).• The review will focus on evidence that payments are linked to progress on the Programme.• On confirmation the review is satisfactory, funds will be released in arrears of costs incurred.
Monitoring and reporting	<p>The Funding Agreement will outline the reporting requirements for councils.</p> <ul style="list-style-type: none">• Reporting is half-yearly (periods ending 30 June and 31 December), and a template will be provided to submit online.• CIP will monitor local authorities' progress against the Funding Proposal to provide assurance that Crown funding is being spent as intended and that projects are progressing within a reasonable timeframe.• The half-yearly reporting will also include monitoring of the achievement of outcomes as specified per the Funding Proposal.• There will be a process to address any material under-delivery or deviation from scope.
Project Substitution	<p>There may be circumstances in which a council wishes to substitute or re-allocate funds allocated to another project in the Funding Proposal. These decisions will be considered by CIP, and made on a case-by-case basis.</p> <p>It may be prudent to consider having a "back-up" list of projects you have discussed with your relationship manager that can be used as a substitute in the event an approved initiative is unable to proceed.</p>
Funding shortfalls	<p>Funding allocations will not be 'topped up' to meet any shortfalls experienced by councils.</p>

Funding allocations - methodology

A funding allocation framework has been developed, which is based on a nationally consistent formula.

The Government and Local Government New Zealand have agreed to this formula as it recognises the relative needs of local communities, the unique challenges facing local authorities in meeting those needs and the relative differences across the country in the ability to pay for those needs.

General approach to determining notional funding allocations



The **population** in the relevant council area.
(75% weighting)



The NZ **deprivation index*** adjustment to recognise the relative distribution of need across the country
(20% weighting)



The **land area** covered by a council, excluding national parks
(5% weighting)

*The New Zealand index of deprivation is an area-based measure of socioeconomic deprivation in New Zealand that combines nine variables from the Census, including income levels, educational qualifications, home ownership, employment, family structure, housing and access to transport and communications. It has been introduced in the formula for allocating the better off component of the support package to recognise the relative distribution of need across the country. It enables a balanced distribution of funding across territorial authorities that complements the remaining two criteria that recognise needs associated with a larger population base and land area.

APPENDICES

APPENDIX A: Notional funding allocations

Council	Allocation (\$m)		
	Tranche 1	Tranche 2	Total
Auckland	127.14	381.43	508.57
Ashburton	4.19	12.57	16.76
Buller	3.50	10.51	14.01
Carterton	1.70	5.10	6.80
Central Hawke's Bay	2.83	8.50	11.34
Central Otago	3.21	9.63	12.84
Chatham Islands	2.21	6.62	8.82
Christchurch	30.61	91.82	122.42
Clutha	3.27	9.82	13.09
Dunedin	11.54	34.63	46.17
Far North	8.79	26.38	35.18
Gisborne	7.21	21.62	28.83
Gore	2.29	6.86	9.15
Greater Wellington	5.08	15.23	20.31
Grey	2.98	8.95	11.94
Hamilton	14.65	43.95	58.61
Hastings	8.72	26.16	34.89
Hauraki	3.78	11.34	15.12
Horowhenua	4.99	14.96	19.95
Hurunui	2.67	8.01	10.68
Invercargill	5.78	17.33	23.11
Kaikoura	1.55	4.66	6.21
Kaipara	4.04	12.11	16.14
Kapiti Coast	5.26	15.79	21.05
Kawerau	4.32	12.95	17.27
Lower Hutt	8.36	25.07	33.43
Mackenzie	1.55	4.65	6.20
Manawatu	3.76	11.29	15.05
Marlborough	5.76	17.28	23.04
Masterton	3.88	11.65	15.53
Matamata-Piako	4.32	12.95	17.27
Napier	6.46	19.37	25.82
Nelson	5.18	15.54	20.72
New Plymouth	7.90	23.69	31.59
Total			

Council	Allocation (\$m)		
	Tranche 1	Tranche 2	Total
Opotiki	4.68	14.04	18.72
Otorohanga	2.66	7.99	10.65
Palmerston North	8.16	24.47	32.63
Porirua	5.41	16.22	21.63
Queenstown Lakes	4.03	12.09	16.13
Rangitikei	3.33	9.99	13.32
Rotorua Lakes	8.05	24.15	32.19
Ruapehu	4.12	12.35	16.46
Selwyn	5.59	16.77	22.35
South Taranaki	4.55	13.65	18.20
South Waikato	4.64	13.92	18.56
South Wairarapa	1.88	5.63	7.50
Southland	4.80	14.41	19.21
Stratford	2.57	7.70	10.27
Tararua	3.80	11.39	15.19
Tasman	5.64	16.91	22.54
Taupo	4.93	14.80	19.74
Tauranga	12.10	36.30	48.41
Thames-Coromandel	4.05	12.15	16.20
Timaru	4.97	14.92	19.90
Upper Hutt	3.90	11.69	15.59
Waikato	7.88	23.65	31.53
Waimakariri	5.54	16.63	22.18
Waimate	2.42	7.26	9.68
Waipa	5.24	15.73	20.98
Wairoa	4.66	13.97	18.62
Waitaki	3.71	11.13	14.84
Waitomo	3.55	10.64	14.18
Wellington	14.42	43.27	57.69
Western Bay of Plenty	5.34	16.03	21.38
Westland	2.79	8.36	11.15
Whakatane	5.66	16.99	22.66
Whanganui	5.98	17.94	23.92
Whangarei	9.48	28.45	37.93
Total	500.00	1,500.00	2,000.00

APPENDIX B: Wellbeing assessment examples

Example 1	Initiative Description: Public Transport Improvement Programme		
	Better off funding criteria met:		Wellbeing areas met:
	1. Supporting communities to transition to a sustainable and low-emissions economy 2. Delivery of infrastructure and/or services that support local place-making and improvements in community well-being.		1. Social 2. Environmental
	Wellbeing Outcomes	How Outcome is Measured	How Outcome is Reported
	Lower carbon emissions	Reduction in carbon emissions	Annual Report
	Increase in use of public transport	Increase in # people using buses and trains Increase in % people that feel safe using public transport	Annual Report

Example 2	Initiative Description: Community Connectivity Initiative		
	Better off funding criteria met:		Wellbeing areas met:
	1. Delivery of infrastructure and/or services that support local place-making and improvements in community well-being.		1. Social 2. Economic
	Wellbeing Outcomes	How Outcome is Measured	How Outcome is Reported
	Increase in access to reliable at home wifi service	Increase in # people with access to reliable wifi connections	Annual Report
	Increase in access to wifi enabled devices to support work and study from home	Increase in % people with the ability to work and/or study from home	Annual Report

APPENDIX B: Wellbeing assessment examples

Example 3	Initiative Description: Digital Automation Programme		
	Better off funding criteria met:		Wellbeing areas met:
	1. Delivery of infrastructure and/or services that enable housing development and growth		1. Economic
	Wellbeing Outcomes	How Outcome is Measured	How Outcome is Reported
	Faster processing of resource consents	Decrease in time taken to process a consent Increase in customer satisfaction on consent process	Annual Report

Example 4	Initiative Description: Supporting people living with disabilities to participate fully in society		
	Better off funding criteria met:		Wellbeing areas met:
	1. Delivery of infrastructure and/or services that support local place-making and improvements in community well-being.		1. Social 2. Cultural
	Wellbeing Outcomes	How Outcome is Measured	How Outcome is Reported
	Community facilities are inclusive and accessible to those living with disabilities	Increase in # community facilities with disability friendly access Increase in % people with disabilities that feel community spaces are accessible	Annual Report
	Those with complex disabilities can access and use public bathroom facilities	# Public high specification bathrooms installed	6 Monthly Better Off Report Submission

Appendix C: How to access the DIA's Grants Management System

STEP 1: Create the Better Off organisation profile

- ▶ Your relationship manager will provide DIA staff with the following information on behalf of your council:
 - Council name
 - Contact name (*this person will become the "Profile Secretary"*)
 - Contact phone number
 - email address (*this will be used for payment advice and other correspondence*)
- ▶ DIA staff will create the Better Off organisation

STEP 2: Linking an individual to administer the profile

- ▶ A RealMe invitation link will be emailed to the nominated contact, connecting them to the Better Off council profile. RealMe credentials are required for logging in, but can be created if need be.
- ▶ The contact person will fill out the organisation profile, including:
 - Bank account for payment
 - Upload of bank account verification document (bank deposit slip, statement confirming bank account name and number)
- ▶ Once logged in, the named contact can invite other individuals to join the organisation profile (to act as signatories for example).

STEP 3: Submit the Funding Proposal

- ▶ Nominated individuals linked to the Better Off organisation can create, edit and submit the Funding Proposal for the Council they represent.
- ▶ Once submitted, the Funding Proposal will be reviewed and the DIA will issue a decision within 6 weeks.

email ▶ community.matters@dia.govt.nz phone ▶ 0800 824 824 login: ▶ <https://communityadviceandgrants.dia.govt.nz>

Appendix D: Relationship manager details

Below are the contact details for the Relationship Managers assigned to each region.

Region	Name	email contact
Auckland & Northland	Martin Smith	martin.smith@crowinfrastucture.govt.nz
Bay of Plenty & Waikato	John Mackie	john.mackie@crowinfrastucture.govt.nz
Taranaki	Anthony Wilson	anthony.wilson@crowinfrastucture.govt.nz
Manawatu/Rangatikei & Top of the South	Ian Garside	ian.garside@crowinfrastucture.govt.nz
Hawkes Bay	Geof Stewart	geof.stewart@crowinfrastucture.govt.nz
Wellington	Brent Manning	brent.manning@crowinfrastucture.govt.nz
Canterbury	Paul Utting	paul.utting@crowinfrastucture.govt.nz
Otago/Southland and West Coast	Steve Apeldoorn	steve.apeldoorn@crowinfrastucture.govt.nz

Appendix 3 – Better Off Package Funding Agreement

FUNDING AGREEMENT

BETWEEN

DEPARTMENT OF INTERNAL AFFAIRS

AND

[NAME OF RECIPIENT]

AND

**CROWN INFRASTRUCTURE PARTNERS
LIMITED (AS MONITOR)**

FOR

**THREE WATERS REFORM – BETTER OFF
PACKAGE (TRANCHE 1 FUNDING)**

AGREEMENT

The parties (identified below in Part 1) agree to be bound by the terms and conditions of this Agreement, as set out below in Part 1 (Key Details), Part 2 (General Terms), Part 3 (Definitions and Construction), Schedule 1 (Permitted Funding Activities) and Schedule 2 (Transition Support Arrangements).

PART 1: KEY DETAILS

1 Parties

The Sovereign in right of New Zealand, acting by and through the [Deputy Chief Executive] of the Department of Internal Affairs (**DIA**)

[NAME OF RECIPIENT] (**Recipient**)

Crown Infrastructure Partners Limited (**Monitor**)

2 Background

The New Zealand Government is undertaking a reform programme for “Three Waters” (drinking water, wastewater and stormwater) service delivery for communities (**Three Waters Reform Programme**).

The Crown entered into a Heads of Agreement with New Zealand Local Government Association Incorporated Te Kahui Kaunihera ō Aotearoa (**LGNZ**) under which, amongst other things, the Crown proposed that a Three Waters Reform financial support package be provided to local authorities, comprising:

1. a “no worse off” package which will seek to ensure that financially, no local authority is in a materially worse off position to provide services to its community directly because of the Three Waters Reform Programme and associated transfer of responsibility for the provision of water services (including the transfer of assets and liabilities) to the Water Services Entities; and
2. a “better off” package of \$2 billion which supports the goals of the Three Waters Reform Programme by supporting local government to invest in the wellbeing of their communities in a manner that meets the priorities of both the central and local government, and is consistent with the agreed criteria for such investment set out in the Heads of Agreement,

to be given effect in agreements between each local authority and the Crown (through DIA).

The better off package will comprise:

1. \$1 billion of Crown funding, \$500 million of which is intended to be provided to local authorities from 1 July 2022 to enable early investment (“**Tranche 1 Funding**”); and
2. the remaining \$1 billion to be funded by the new Water Services Entities.

This Agreement relates to the provision of funding to the Recipient from the Tranche 1 Funding of \$500 million.

The Crown’s objectives with the better off package are, acknowledging the Reform Objectives, to demonstrate central government confidence in the future for local government by providing the sector with additional funds to support local wellbeing outcomes in a way that aligns with the priorities of central and local government, including through meeting some or all of the following criteria:

1. supporting communities to transition to a sustainable and low-emissions economy, including by building resilience to climate change and natural hazards;

2. delivery of infrastructure and/or services that:
 - a. enable housing development and growth, with a focus on brownfield and infill development opportunities where those are available;
 - b. support local place-making and improvements in community well-being.

The Recipient is a [territorial authority with statutory responsibility for delivering Three Waters services within its own district or city]. The Recipient will work collaboratively with the New Zealand Government in connection with the Three Waters Reform Programme.

Crown Infrastructure Partners Limited is party to this Agreement to undertake a review and monitoring role on behalf of the DIA, as further described in this Agreement.

DIA has agreed to contribute funding to the Recipient on the terms and conditions of this Agreement (**Agreement**). This funding is being provided to enable the Recipient to undertake the activities described in Schedule 1.

Key details of this Agreement are set out in this **Part 1**. The full terms and conditions are set out in **Part 2**. Defined terms and rules of interpretation are set out in **Part 3**.

3 **Conditions Precedent**

No Funding is payable under this Agreement until DIA has confirmed to the Recipient in writing that it has received, and found, in its sole discretion, to be satisfactory to it in form and substance, the following documents and evidence:

1. This Agreement, duly executed by the Recipient.
2. The final Funding Proposal prepared by the Recipient, in a form approved by DIA.

The Recipient is responsible for the content of the Funding Proposal and approval by DIA for the purposes of this Agreement shall not impose any obligations on DIA in respect of the Funding Proposal other than as expressly set out in this Agreement.

These conditions precedent must either be satisfied (in the opinion of DIA) or waived by DIA (at its sole discretion) by 30 September 2022. In the event that they are not satisfied or waived within that time, DIA may notify the Recipient that this Agreement has not come into effect and is null and void.

4 **Permitted Funding Activities**

The Recipient may only use the Funding:

1. for the purposes set out in Schedule 1; and
2. for any other purpose with DIA or the Monitor's prior written approval,

(each a **Permitted Funding Activity**).

5 **Funding Proposal**

The Recipient is to undertake the Permitted Funding Activities in accordance with the Funding Proposal approved by the DIA (or otherwise with DIA or the Monitor's prior written approval).

6 **End Date**

The End Date is [1 July 2027], or such later date determined by DIA in its discretion. **[Note: Recipients may propose an End Date having regard to the funding activities covered by this agreement, no later than 30 June 2027. DIA intend that the End Date is to be confirmed for each agreement]**

7 **Funding**

The total Funding available under this Agreement is up to **NZ\$[INSERT HERE]** plus GST (if any). This is the Total Maximum Amount Payable.

The first instalment of Funding under this Agreement is (NZ\$[insert] plus GST (if any)) subject to satisfaction of the Conditions Precedent set out in Item 3 above and receipt of a duly completed Payment Request in accordance with clause 1 of Part 2.

The Recipient may submit progress payment claims for the balance of the Funding under this Agreement, subject to satisfaction of the conditions set out below and the other terms and conditions of this Agreement.

Each instalment of Funding under this Agreement, following payment of the first instalment, is subject to:

- (a) Receipt of a duly completed Payment Request in accordance with clause 1 of Part 2.
- (b) DIA receiving and being satisfied with the six-monthly reports specified in the Key Details, together with the other information required in this Agreement.
- (c) DIA being satisfied that the Recipient is using reasonable endeavours to comply with the Transition Support Arrangements set out in Schedule 2.
- (d) DIA being satisfied that the Recipient is complying with the requirements of any Remedial Plan.
- (e) No Termination Event, or event entitling DIA to suspend funding under this Agreement, subsisting.

The first Payment Request may be submitted upon the Commencement Date occurring. Each subsequent Payment Request may be submitted at any time, but no more than one such Payment Request may be submitted in any month, except (in each case) to the extent agreed by DIA in its sole discretion.

8 Reporting

The Recipient will provide DIA via the DIA's Grant Management System portal with six-monthly reports by the 15th Business Day following the end of each six month period ending on 30 June and 31 December), with effect from the Commencement Date. Each six-monthly report must include the information set out below, in the standard reporting form specified by DIA.

If the frequency of reporting is changed to quarterly, as further described in clause 2.14, then the obligations described in this Agreement in respect of each six-monthly report will equally apply to the required quarterly reports (to be provided by the 15th Business Day following the end of each Quarter).

The Recipient will also provide DIA via the DIA's Grant Management System portal with a final report by the 15th Business Day following the End Date. The final report must include the information set out below, in the standard reporting form specified by DIA.

Each report is to be in form and substance satisfactory to DIA in its sole discretion.

Each six-monthly report must include the following information:

- (a) Description of activities undertaken during the relevant six month period (including progress against relevant milestones);
- (b) A summary of expenditure for the relevant six month period (including any co-funding by the Recipient);
- (c) Plans for the next six month period (including a financial forecast for cashflow purposes);
- (d) Any major risks arising or expected to arise with the Permitted Funding Activities, costs or performance of this Agreement, together with actual or proposed mitigations for those risks (including, where the Permitted Funding Activities) costs are forecast to exceed budgeted

costs, how the shortfall is to be funded);

- (e) A summary of the outcomes achieved as a result of the Permitted Funding Activities; and
- (f) Any other information relevant to this Agreement and/or DIA's involvement in connection with the Permitted Funding Activities that is notified by DIA or the Monitor in writing to the Recipient.

The final report must include the following information:

- (a) Description of activities undertaken during the term of this Agreement;
- (b) A summary of expenditure on the Permitted Funding Activities (including any co-funding by the Recipient);
- (c) A summary of the outcomes achieved as a result of the Permitted Funding Activities;
- (d) Any specific reporting requirements set out in this Agreement; and
- (e) Any other information relevant to this Agreement and/or DIA's involvement in connection with the Permitted Funding Activities that is notified by DIA or the Monitor in writing to the Recipient.

9 Special Terms

During the term of this Agreement the Recipient shall use reasonable endeavours to comply with the Transition Support Arrangements, as set out in Schedule 2.

10 Representative

DIA's Representative:

Name: Michael Lovett

Email: threewaters@dia.govt.nz

Recipient's Representative:

Name: [name]

Email: [email]

Monitor's Representative:

Name: [name]

Email: [email]

11 Address for Notices

To DIA:

Three Waters Reform
Level 7, 45 Pipitea Street
Wellington 6011

Attention: Michael Lovett

Email: threewaters@dia.govt.nz, with a copy to legalnotices@dia.govt.nz

To the Recipient:

[address]

Attention: [name]

Email: [email]

To the Monitor:

[address]

Attention: [name]

Email: [email]

SIGNATURES

SIGNED by the **SOVEREIGN IN RIGHT OF NEW ZEALAND** acting by and through the [Deputy Chief Executive] of the Department of Internal Affairs or his or her authorised delegate:

Name: Michael Lovett

Position: Deputy Chief Executive, Local Government

Date:

SIGNED for and on behalf of [RECIPIENT NAME] by the person(s) named below, being a person(s) duly authorised to enter into obligations on behalf of the Recipient:

Name:

Position:

Date:

Name:

Position:

Date:

SIGNED for and on behalf of **CROWN
INFRASTRUCTURE PARTNERS LIMITED** by the
person(s) named below, being a person(s) duly
authorised to enter into obligations on behalf of
the Monitor:

Name:

Position:

Date:

Name:

Position:

Date:

END OF PART 1

PART 2: GENERAL TERMS

1 FUNDING

- 1.1 DIA must pay the Funding (up to the "Total Maximum Amount Payable" specified in the Key Details) to the Recipient, subject to the terms of this Agreement. Unless stated otherwise in this Agreement, the Recipient may only claim the Funding to the extent necessary to cover Eligible Costs that have been or will be incurred by the Recipient, and the Recipient must use the Funding solely on Eligible Costs.
- 1.2 The Recipient must submit for DIA's approval a Payment Request via the DIA's Grant Management System portal at the time specified in, and otherwise in accordance with, Item 7 in the Key Details.
- 1.3 Each Payment Request must include the amount of Funding requested, be authorised by the Chief Executive or an authorised representative of the Recipient, and be accompanied by the following supporting documentation:
 - (a) a breakdown / total transaction listing of total Eligible Costs that have been or will be incurred to undertake the Permitted Funding Activities, substantiated by invoices and cost details;
 - (b) for the first Payment Request submitted following payment of the first instalment of Funding, a breakdown / total transaction listing of expenditure related to the first instalment, substantiated by invoices and cost details;
 - (c) a summary of the number of jobs created through people employed in the relation to the Permitted Funding Activities; and
 - (d) any other reasonable information or evidence requested by DIA or the Monitor in relation to summary project information or Eligible Costs that have been incurred or will be incurred.
- 1.4 DIA is not required to pay any Funding in respect of a Payment Request:
 - (a) if any reports specified in the Key Details have not been provided or are not in form and substance satisfactory to DIA or the Monitor in its sole discretion;
 - (b) if the Conditions specified in Item 7 of the Key Details relating to that instalment have not been satisfied;
 - (c) if payment will result in the Funding exceeding the "Total Maximum Amount Payable" specified in the Key Details;
 - (d) if this Agreement has expired or been terminated; and/or
 - (e) while the Recipient is in material breach of this Agreement.

For the avoidance of doubt, DIA's obligation to make Funding available under this Agreement is strictly subject to clause 6.2.
- 1.5 Subject to the terms of this Agreement, DIA must pay each valid Payment Request by the 20th day of the month after the month the relevant Payment Request is approved by the DIA, and if such day is not a Business Day, on the next Business Day. DIA will pay the Funding to the Recipient's nominated Bank Account.

- 1.6 The Funding made available under this Agreement comprises grant funding and does not comprise an equity investment or loan. It is only repayable in the specific circumstances set out in this Agreement.
- 1.7 DIA may, at its discretion, notify the Recipient in writing that it wishes to enter into a GST Offset Agreement in connection with the payment of GST on any Funding. The Recipient must, where applicable, take all such steps as are reasonably required to achieve that GST offset in accordance with the Goods and Services Tax Act 1985.

2 RECIPIENT'S RESPONSIBILITIES

Standards and compliance with laws

- 2.1 The Recipient must comply with all applicable laws, regulations, rules and professional codes of conduct or practice.

Permitted Funding Activities

- 2.2 The Recipient must not, without DIA's or the Monitor's prior written consent, make any Material Variation to the Permitted Funding Activities (including their description and scope).
- 2.3 The Recipient must ensure that the Permitted Funding Activities are carried out:
- (a) promptly with due diligence, care and skill, and in a manner that is consistent with Best Industry Practice; and
 - (b) by appropriately trained, qualified, experienced and supervised persons; and in accordance with any directions of DIA or the Monitor, notified by DIA or the Monitor in writing from time to time.
- 2.4 The Recipient must use reasonable endeavours to ensure that the Permitted Funding Activities are completed by the End Date.
- 2.5 The Recipient is solely responsible for the activities and matters carried out as Permitted Funding Activities, including being solely responsible for the acts and omissions of any contractors and subcontractors in connection with the same.
- 2.6 The Recipient must ensure that all agreements it enters into with any contractors or any other party in connection with the Permitted Funding Activities are on an "arm's length" basis, provide value-for-money and do not give rise to any Conflict of Interest. The Recipient must provide DIA with reasonable evidence of compliance with this clause 2.6 in response to any request by DIA from time to time.

Information Undertakings

- 2.7 The Recipient must provide DIA and the Monitor with the reports specified in the Key Details, in accordance with the timeframes and reporting requirements set out in the Key Details.
- 2.8 The Recipient must provide DIA and the Monitor with any other information about the Permitted Funding Activities requested by DIA and/or the Monitor within the timeframe set out in the request.
- 2.9 The Recipient must promptly notify DIA and the Monitor if:

- (a) the Recipient (or any of its personnel or contractors) becomes aware of, or subject to, a Conflict of Interest; or
- (b) the Recipient becomes aware of any matter that could reasonably be expected to have an adverse effect on the Permitted Funding Activities and any related programme, or result in a Termination Event or a breach of any term of this Agreement by the Recipient,

and if requested by DIA must promptly provide DIA with its plan to mitigate and manage such Conflict of Interest or such matter.

2.10 The Recipient must not at any time do anything that could reasonably be expected to have an adverse effect on the reputation, good standing or goodwill of DIA or the New Zealand Government. The Recipient must keep DIA informed of any matter known to the Recipient which could reasonably be expected to have such an effect.

2.11 The Monitor has been appointed by DIA to undertake a review and monitoring role under this Agreement, including by:

- (a) reviewing and confirming satisfaction with the reports specified in the Key Details;
- (b) reviewing and approving Payment Requests submitted by the Recipient;
- (c) seeking, reviewing and confirming satisfaction with further information from the Recipient; and
- (d) making recommendations to DIA and the New Zealand Government in respect of the Funding and the Agreement.

The Recipient agrees that all its communications and correspondence under this Agreement will be made with DIA or, to the extent directed by DIA or provided for above, the Monitor.

Funding, records and auditors

2.12 The Recipient must receive and manage all Funding in accordance with good financial management and accounting practices and to a high standard that demonstrates appropriate use of public funds.

2.13 The Recipient must keep full and accurate records (including accounting records) of the Permitted Funding Activities and retain them for at least 7 years after the last payment of Funding under this Agreement. The Recipient must permit DIA or the Monitor (or any auditor nominated by DIA or the Monitor) to inspect all records relating to the Permitted Funding Activities and must allow DIA, the Monitor and/or the auditor access to the Recipient's premises, systems, information and personnel for the purposes of this inspection. DIA shall bear any third party costs arising from such inspection, unless the inspection reveals a breach of this Agreement, in which case the Recipient shall bear such costs.

Monitoring

2.14 Without limiting anything in clause 2.15, at the request of the DIA (or the Monitor), the Recipient and the DIA and/or the Monitor shall meet by the 15th Business Day following the end of each six month period, to jointly discuss the Recipient's compliance with its obligations under this Agreement during the relevant six-month period (including its obligations under Items 5 and 9 of the Key Details). Where the DIA (or the Monitor)

considers (acting reasonably) that the Recipient has not complied with its obligations under this Agreement during the relevant six-month period:

- (a) DIA (or the Monitor) and the Recipient shall in good faith discuss:
 - (i) the identified areas of non-compliance and agree the steps that the Recipient will take to address such areas of non-compliance going forwards (**Remedial Plan**). If the parties are unable to agree a Remedial Plan by the 30th Business Day following the end of the relevant six month period, then DIA (or the Monitor) shall (acting reasonably and having regard to the matters raised by the Recipient in such discussions) provide the Recipient with a remedial plan which shall, for the purpose of this Agreement, be deemed to be the Remedial Plan. The Recipient shall comply with the requirements of any Remedial Plan;
 - (ii) acknowledging the commitment of resources (including staff) required by the Recipient to comply with its obligations under this Agreement (including the Transition Support Arrangements set out in Schedule 2), how the parties can work together to ensure such obligations are appropriately managed by all parties; and
 - (b) DIA (or the Monitor) may increase the frequency of the reports required under Item 8 of the Key Details from six-monthly to quarterly.
- 2.15 At the request of the DIA (or the Monitor) at any time after the occurrence of a Relevant Event, the Recipient and the DIA and/or the Monitor shall meet promptly to jointly discuss the circumstances relating to that event. DIA (or the Monitor) and the Recipient shall in good faith discuss the steps that the Recipient will take to address that event (a **Response Plan**). If the parties are unable to agree a Response Plan within 20 Business Days following a request under this clause, then DIA (or the Monitor) shall (acting reasonably and having regard to the matters raised by the Recipient in such discussions) provide the Recipient with a response plan which shall, for the purpose of this Agreement, be deemed to be the Response Plan. The Recipient shall comply with the requirements of any Response Plan and non-compliance by the Recipient shall entitle DIA to suspend funding under this Agreement until such time as the non-compliance is remedied to DIA's satisfaction (acting reasonably).

3 INTELLECTUAL PROPERTY

- 3.1 DIA acknowledges that the Recipient and its licensors own all pre-existing intellectual property which they contribute to the Permitted Funding Activities , and all new intellectual property which they create in the course of the Permitted Funding Activities.
- 3.2 The Recipient grants an irrevocable, perpetual, royalty-free, sub-licensable licence to DIA and the Monitor to use all reports, documents, information and other materials created or provided by the Recipient to DIA or the Monitor under or in connection with the Permitted Funding Activities and this Agreement.
- 3.3 The Recipient warrants that it has obtained (or will obtain, prior to creation of each relevant work) all rights and permissions necessary to enable the grant and exercise of the licence in clause 3.2 without infringing the intellectual property rights of any third party.

4 TERM AND TERMINATION

4.1 This Agreement will be effective on and from the Commencement Date, which will be the latest to occur of:

- (a) the date this Agreement has been signed by all parties; and
- (b) the date on which DIA has provided written notice to the Recipient that the Conditions Precedent specified in the Key Details have either been satisfied (in the opinion of DIA) or waived by DIA (at its sole discretion).

4.2 This Agreement will remain in force until the End Date, unless terminated in accordance with this Agreement.

4.3 DIA can terminate this Agreement with immediate effect, by giving notice to the Recipient, at any time:

- (a) while DIA reasonably considers that the Recipient has become or is likely to become insolvent;
- (b) while the Recipient is subject to the appointment of a liquidator, receiver, manager or similar person in respect of any of its assets or a Crown Manager or Commission is appointed in respect of the Recipient under Part 10 of the Local Government Act 2002; or
- (c) subject to clause 4.4, while any one or more of the following events or circumstances remains unremedied:
 - (i) the Recipient is materially in breach of any obligation, or a condition or warranty, under this Agreement;
 - (ii) the Recipient has provided DIA with information in connection with or under this Agreement that (whether intentionally or not) is materially incorrect or misleading, and/or omits material information;
 - (iii) DIA reasonably considers that this Agreement or a Permitted Funding Activity has caused, or may cause, DIA and/or the New Zealand Government to breach any legal obligations (including its international trade obligations);
 - (iv) the Recipient abandons a Permitted Funding Activity without the prior written consent of DIA (or the Monitor);
 - (v) the Recipient is involved in any intentional or reckless conduct which, in the opinion of DIA, has damaged or could damage the reputation, good standing or goodwill of DIA or the New Zealand Government, or is involved in any material misrepresentation or any fraud;
 - (vi) the Recipient (or any of its personnel or contractors) is subject to a Conflict of Interest which cannot be managed to DIA's satisfaction; or
 - (vii) any change in law, regulations or other circumstances materially affects DIA's ability to perform its obligations under this Agreement.

- 4.4 However, where DIA considers that a Termination Event set out in clause 4.3(c) can be remedied, DIA must give notice to the Recipient requesting a remedy, and must not exercise its right of termination unless the relevant event remains unremedied for at least 14 days (or any longer period agreed with the Recipient) after that notice has been provided by DIA.
- 4.5 On expiry or termination of this Agreement, where the aggregate of (a) the total Funding paid under this Agreement and (b) any other money received or allocated by the Recipient, in each case to carry out a Permitted Funding Activity, exceeds the amount required to perform the Permitted Funding Activity, the Recipient must upon request refund to DIA the excess amount.
- 4.6 At any time DIA may recover the amount of any Funding that has been spent or used other than in accordance with this Agreement, or not applied to Eligible Costs by the End Date, together with interest on all such amounts calculated at 10% per annum from the date of the mispending to the date the money is repaid.
- 4.7 Clauses 1.2, 1.4, 1.5, 2.1, 2.7, 2.12, 2.13, 3, 4, 5, 6, 7, 8, 9, 10 and 11 survive expiry or termination of this Agreement, along with any other parts of this Agreement necessary to give effect to those provisions. Expiry or termination of this Agreement does not affect any accrued rights, including any rights in respect of a breach of this Agreement or Termination Event that occurred before expiry or termination.

5 WARRANTIES AND UNDERTAKINGS

- 5.1 The Recipient warrants that, in the course of its activities in connection with the Permitted Funding Activities, it will not infringe any intellectual property or other rights of any contractor or any other third party.
- 5.2 The Recipient warrants that, as at the date of this Agreement:
- (a) It has full power and authority to enter into and perform its obligations under this Agreement which, when executed, will constitute binding obligations on it in accordance with this Agreement's terms, and it has complied with the Local Government Act 2002 in entering into this Agreement;
 - (b) the Recipient is solvent and is not subject to the appointment of a liquidator, receiver, manager or similar person in respect of any of its assets or to the appointment of a Crown Manager or Commission under Part 10 of the Local Government Act 2002;
 - (c) all information and representations disclosed or made to DIA by the Recipient in connection with this Agreement are true and correct, do not omit any material matter, and are not likely to mislead or deceive DIA as to any material matter;
 - (d) it has disclosed to DIA all matters known to the Recipient (relating to the Permitted Funding Activities, the Recipient or its personnel) that could reasonably be expected to have an adverse effect on the reputation, good standing or goodwill of DIA or the New Zealand Government; and
 - (e) it is not aware of any material information that has not been disclosed to DIA which may, if disclosed, materially adversely affect the decision of DIA whether to provide the Funding.
- 5.3 The Recipient warrants that the Funding has been or will be applied solely to Eligible Costs

and such warranty will be deemed to be repeated continuously so long as this Agreement remains in effect by reference to the facts and circumstances then existing.

- 5.4 DIA warrants that, as at the date of this Agreement, it has full power and authority to enter into and perform its obligations under this Agreement which, when executed, will constitute binding obligations on it in accordance with this Agreement's terms.
- 5.5 The Recipient acknowledges that DIA has entered into this Agreement in reliance on these warranties and undertakings.
- 5.6 The Recipient acknowledges and agrees that DIA has made no warranty or representation that any funding or financial support is or will be available to the Recipient in respect of the Permitted Funding Activities, other than the Funding.

6 LIABILITY

- 6.1 The maximum liability of DIA under or in connection with this Agreement, whether arising in contract, tort (including negligence) or otherwise, is limited to the total amount of Funding paid or payable under this Agreement.
- 6.2 The Recipient undertakes to pay any and all cost overruns of the Permitted Funding Activities and any funding shortfall, and DIA and the New Zealand Government have no obligations or responsibility whatsoever in respect of such cost overruns and funding shortfall and accept no financial risk in the Permitted Funding Activities.
- 6.3 DIA is not liable for any claim under or in connection with this Agreement or the Permitted Funding Activities, whether arising in contract, tort (including negligence) or otherwise, where such claim is or relates to any loss of profit, loss of revenue, loss of use, loss of reputation, loss of goodwill, loss of opportunity (in each case whether direct, indirect or consequential) or any other indirect, consequential or incidental loss or damages of any kind whatsoever.
- 6.4 The Monitor will not have any liability whatsoever under or in connection with this Agreement to DIA or the Recipient. The limitation of liability set out in this clause does not apply to the Monitor's liability for any fraudulent, malicious or criminal act or omission of the Monitor to the extent that such liability cannot be limited or excluded by law.

7 CONFIDENTIALITY

- 7.1 Subject to clause 7.2 and 7.3, each party must keep the other parties' Confidential Information in confidence, and must use or disclose that Confidential Information only to the extent necessary to perform its obligations, and/or take the intended benefit of its rights, under this Agreement. However, this will not prohibit:
 - (a) either party from using or disclosing any information with the written prior consent of the relevant other party;
 - (b) use or disclosure of information that has become generally known to the public other than through a breach of this Agreement;
 - (c) either party from disclosing information to its personnel, contractors or advisors with a need to know, so long as the relevant personnel, contractors and advisors use the information solely to enable that party to perform its obligations and/or take the intended benefit of its rights under this Agreement, and so long as they

are informed of the confidential nature of the information and, in the case of the Recipient, the Recipient receives an acknowledgement from its personnel, contractors or advisors that they acknowledge, and must comply with, the confidentiality obligations in this Agreement as if they were party to it;

- (d) disclosure required by any law, or any compulsory order or requirement issued pursuant to any law; or
- (e) DIA or the Monitor from using or disclosing to any party any documents, reports or information received in relation to this Agreement, provided that prior to any such disclosure DIA or the Monitor (as applicable) removes all information that is commercially sensitive to the Recipient from the relevant work.

7.2 The Recipient acknowledges and agrees that nothing in this Agreement restricts DIA and/or the Monitor's ability to:

- (a) discuss, and provide all information in respect of, any matters concerning the Recipient, the Permitted Funding Activities or this Agreement with any Minister of the Crown, the Monitor, any other government agency or any of their respective advisors;
- (b) meet its obligations under any constitutional or parliamentary convention (or other obligation at law) of or in relation to the New Zealand Parliament, the New Zealand House of Representatives or any of its Committees, any Minister of the Crown, or the New Zealand Auditor-General, including any obligations under the Cabinet Manual including the "no surprises" principle; and
- (c) publicise and report on the awarding of the Funding, including the Recipient's and any of its contractor's names, the amount and duration of the Funding and a brief description of the Permitted Funding Activities, on websites; in media releases; general announcements and annual reports.

7.3 The Recipient acknowledges that:

- (a) the contents of this Agreement; and
- (b) information provided to DIA and the Monitor (including the reports specified in the Key Details),

may be official information in terms of the Official Information Act 1982 and, in line with the purpose and principles of the Official Information Act 1982, this Agreement and such information may be released to the public unless there is good reason under the Official Information Act 1982 to withhold it.

7.4 DIA acknowledges that the Recipient is subject to the Local Government Official Information and Meetings Act 1987 and that its confidentiality obligations under this clause 7 are subject to its compliance with that Act.

8 MEDIA AND COMMUNICATIONS

8.1 The Recipient will keep DIA informed on a "no surprises" basis in relation to any media statements or press releases (including social media posts) to be made by the Recipient regarding this Agreement and/or DIA's involvement in connection with the Permitted Funding Activities.

- 8.2 The Recipient will refer any enquiries from the media or any other person about the terms or performance of this Agreement to DIA's Representative.
- 8.3 The Recipient will acknowledge the New Zealand Government as a source of funding in all publications (including any digital presence) and publicity regarding the Permitted Funding Activities in accordance with funding acknowledgement guidelines agreed with DIA.
- 8.4 The Recipient does not have the right to enter into any commitment, contract or agreement on behalf of DIA or any associated body, or to make any public statement or comment on behalf of DIA or the New Zealand Government.
- 8.5 All correspondence with DIA under this clause 8 must be directed to DIA's Representative and copied to threewaters@dia.govt.nz and the Monitor.

9 DISPUTES

- 9.1 In the event of any dispute, controversy or claim arising out of or in connection with this Agreement, or in relation to any question regarding its existence, breach, termination or invalidity (in each case, a **Dispute**), either party may give written notice to the other parties specifying the nature of the Dispute and requesting discussions under this clause 9 (**Dispute Notice**). As soon as reasonably practicable following receipt of a Dispute Notice, the parties must meet (in person, or by audio or video conference) and endeavour to resolve the Dispute by discussion, negotiation and agreement.
- 9.2 If the matter cannot be amicably settled within 20 Business Days after the date of the Dispute Notice then, at the request in writing of either party, the matter in respect of which the Dispute has arisen must be submitted, together with a report describing the nature of such matter, to the Representatives (or, if no such Representatives have been appointed, the respective Chief Executives of the parties) (together the **Dispute Representatives**).
- 9.3 Within 20 Business Days after the receipt of a request under clause 9.2, one individual (who does not act in his or her professional capacity as legal counsel for either party) selected by each of the Dispute Representatives, must make a presentation of no longer than 30 minutes to each of the Dispute Representatives (which may be by telephone or remotely), who will then attempt in good faith to reach a common decision within a half-day. The decision of the Dispute Representatives is binding on the parties.
- 9.4 In the case of a Dispute, if the Dispute Representatives have not met within 20 Business Days of receiving a request in accordance with clause 9.2, or if they fail to reach a common decision within the stated time period, either party may by notice in writing to the other parties refer the Dispute to be referred to mediation before a single mediator appointed by the parties. Each party will bear its own costs of mediation and the costs of the mediator will be divided evenly between the parties to the dispute.
- 9.5 If the parties are unable to agree on the appointment of a mediator within 5 Business Days of the notice requiring the Dispute to be referred to mediation, a mediator may be appointed at the request of any party by the Arbitrators' and Mediators' Institute of New Zealand Inc.
- 9.6 If the Dispute is not resolved within 20 Business Days of referral to mediation, the parties may commence court proceedings without further participation in any mediation.
- 9.7 Nothing in this clause 9 will prevent either party from seeking urgent interim relief from a

court (or other tribunal) of competent jurisdiction.

10 REPRESENTATIVES

- 10.1 All matters or enquiries regarding this Agreement must be directed to each party's Representative (set out in the Key Details).
- 10.2 Each party may from time to time change the person designated as its Representative on 10 Business Days' written notice to the other parties.

11 GENERAL

- 11.1 Each notice or other communication given under this Agreement (each a **notice**) must be in writing and delivered personally or sent by post or email to the address of the relevant party set out in the Key Details or to any other address from time to time designated for that purpose by at least 10 Business Days' prior written notice to the other parties. A notice under this Agreement is deemed to be received if:

- (a) **Delivery:** delivered personally, when delivered;
- (b) **Post:** posted, 5 Business Days after posting or, in the case of international post, 7 Business Days after posting; and
- (c) **Email:** sent by email:
 - (i) If sent between the hours of 9am and 5pm (local time) on a Business Day, at the time of transmission; or
 - (ii) If subclause (i) does not apply, at 9am (local time) on the Business Day most immediately after the time of sending,

provided that an email is not deemed received unless (if receipt is disputed) the party giving notice produces a printed copy of the email which evidences that the email was sent to the email address of the party given notice.

- 11.2 The Recipient agrees to execute and deliver any documents and to do all things as may be required by DIA to obtain the full benefit of this Agreement according to its true intent.
- 11.3 No legal partnership, employer-employee, principal-agent or joint venture relationship is created or evidenced by this Agreement.
- 11.4 This Agreement constitutes the sole and entire understanding with respect to the subject matter hereof and supersedes all prior discussions, representations and understandings, written or oral.
- 11.5 No amendment to this Agreement will be effective unless agreed in writing by the parties, provided that the Monitor's agreement will not be required in respect of (and the Monitor will be deemed to have agreed to) any amendment to this Agreement that does not relate to the scope of the Monitor's review and monitoring role under this Agreement (including, for example, the Transition Support Arrangements).
- 11.6 Neither the Recipient nor the Monitor may assign or transfer any of their contractual rights or obligations under this Agreement, except with DIA's prior written approval.

- 11.7 DIA may assign or transfer any of its contractual rights or obligations under this Agreement without the other parties' prior approval. DIA may at any time disclose to a proposed assignee or transferee any information which relates to, or was provided in connection with, the Recipient, the Permitted Funding Activities or this Agreement.
- 11.8 No failure, delay or indulgence by any party in exercising any power or right conferred on that party by this Agreement shall operate as a waiver. A single exercise of any of those powers or rights does not preclude further exercises of those powers or rights or the exercise of any other powers or rights.
- 11.9 The exercise by a party of any express right set out in this Agreement is without prejudice to any other rights, powers or remedies available to a party in contract, at law or in equity, including any rights, powers or remedies which would be available if the express rights were not set out in this Agreement.
- 11.10 This Agreement is not intended to confer any benefit on or create any obligation enforceable at the suit of any person not a party to this Agreement.
- 11.11 Any provision of this Agreement that is invalid or unenforceable will be deemed deleted, and will not affect the other provisions of this Agreement, all of which remain in force to the extent permitted by law, subject to any modifications made necessary by the deletion of the invalid or unenforceable provision.
- 11.12 This Agreement is to be governed by the laws of New Zealand, and the parties submit to the non-exclusive jurisdiction of the courts of New Zealand.
- 11.13 This Agreement may be executed in any number of counterparts (including duly electronically signed, scanned and emailed copies). So long as each party has received a counterpart signed by each of the other parties, the counterparts together shall constitute a binding and enforceable agreement. This Agreement is intended to constitute a binding and enforceable agreement in accordance with its terms.

END OF PART 2

PART 3: DEFINITIONS AND CONSTRUCTION

Defined terms

In this Agreement, unless the context requires otherwise, terms defined in the Agreement have the meaning set out therein and:

Authorisation means:

- (a) any consent, authorisation, registration, filing, lodgement, agreement, notarisation, certificate, permission, licence, approval, authority or exemption from, by or with a governmental agency or required by any law (including any consent under the Resource Management Act 1991); or
- (b) in relation to anything which will be fully or partly prohibited or restricted by law if a governmental agency intervenes or acts in any way within a specified period after lodgement, filing, registration or notification, the expiry of that period without intervention or action.

Best Industry Practice means that degree of skill, care and foresight and operating practice that would reasonably and ordinarily be expected of a skilled and competent supplier of services engaged in the same type of undertaking as that of the Recipient or any contractors (as applicable) under the same or similar circumstances as those contemplated by this Agreement.

Business Day means any day other than a Saturday, Sunday or public holiday within the meaning of section 44 of the Holidays Act 2003.

Commencement Date has the meaning given in clause 4.1 of Part 2.

Conditions means the conditions to the payment of a Funding instalment as specified in Item 7 of the Key Details.

Confidential Information of a party (Owner), means any information in the possession or control of another party (Holder) that:

- (a) was originally acquired by the Holder in connection with this Agreement through disclosures made by or at the request of the Owner; and/or
- (b) was originally acquired by the Holder in connection with this Agreement through any access to, or viewing, inspection or evaluation of, the premises, facilities, documents, systems or other assets owned or controlled by the Owner; and/or
- (c) is derived from information of a kind described in paragraph (a) or (b) above;

but excludes any information which the Holder can show:

- (d) was lawfully acquired by the Holder, entirely independently of its activities in connection with this Agreement, and is free of any other obligation of confidence owed to the Owner; and/or
- (e) has been independently developed by the Holder without reference to the Owner's Confidential Information, and without breaching any other obligation of confidence owed to the Owner.

Notwithstanding the foregoing, the terms of this Agreement are not Confidential Information.

Conflict of Interest means any matter, circumstance, interest or activity of the Recipient, its personnel or contractors, or any other person with whom the Recipient has a relationship that:

- (a) conflicts with:
 - (i) the obligations of the Recipient (or its personnel or contractors) to DIA or the Monitor under this Agreement; or
 - (ii) the interests of the Recipient in relation to this Agreement and/or the undertaking of the Permitted Funding Activities; or

- (b) otherwise impairs or might appear to impair the ability of the Recipient (or any of its personnel or contractors) to carry out the Permitted Funding Activities diligently and independently in accordance with this Agreement.

Eligible Costs means the actual costs that have been or will be reasonably incurred by the Recipient on or after the Commencement Date and no later than the End Date to undertake a Permitted Funding Activity in accordance with this Agreement, excluding overhead and management time that is not directly attributable to undertaking a Permitted Funding Activity.

Funding means the funding or any part of the funding (as the context requires) payable by DIA to the Recipient in accordance with the terms of this Agreement, as described in the Key Details.

Funding Proposal means the Funding Proposal setting out the scope of the Permitted Funding Activities(s) to which Funding is to be applied, in the form approved by DIA.

GST Offset Agreement means a deed of assignment between DIA as Assignor and the Recipient as Assignee providing for the offset of the amount of GST in accordance with the Goods and Services Tax Act 1985.

Key Details means Part 1 of this Agreement.

Material Variation means, in respect of a Permitted Funding Activity, any variation which on its own or together with any other variation or variations results in, or is likely to result in the budgeted expenditure (taking into account all variations) being exceeded or a Permitted Funding Activity being materially delayed, or any variation that materially amends the scope, specifications or function of a Permitted Funding Activity.

Monitor means Crown Infrastructure Partners Limited, appointed by the DIA to assist in managing the Funding by undertaking a review and monitoring role.

Payment Request means a request submitted to DIA by the Recipient seeking payment of Funding.

Quarter means a financial quarter, being a three monthly period ending on 30 June, 30 September, 31 December or 31 March.

Relevant Event means actual or forecast failure to materially achieve an outcome(s) of the Funding Proposal (as determined by DIA or the Monitor acting reasonably), including where arising from unfunded cost overruns, material unapproved scope changes, material delay in achieving the delivery timeframes, or failure to meet the End Date for completion of the Permitted Funding Activities.

Reform Objectives means the following:

- (a) that there are safeguards (including legislative protection) against privatisation and mechanisms that provide for continued public ownership;
- (b) significantly improving the safety and quality of drinking water services, and the environmental performance of drinking water, wastewater and stormwater systems (which are crucial to good public health and wellbeing, and achieving good environmental outcomes);
- (c) ensuring all New Zealanders have equitable access to affordable three waters services and that the Water Services Entities will listen, and take account of, local community and consumer voices;
- (d) improving the coordination of resources, planning, and unlocking strategic opportunities to consider New Zealand's infrastructure and environmental needs at a larger scale;
- (e) ensuring the overall integration and coherence of the wider regulatory and institutional settings (including the economic regulation of water services and resource management and planning reforms) in which the local

government sector and their communities must operate;

- (f) increasing the resilience of three waters service provision to both short- and long-term risks and events, particularly climate change and natural hazards;
- (g) moving the supply of three waters services to a more financially sustainable footing, and addressing the affordability and capability challenges faced by small suppliers and local authorities;
- (h) improving transparency about, and accountability for, the planning, delivery and costs of three waters services, including the ability to benchmark the performance of the new Water Services Entities; and
- (i) undertaking the reform in a manner that enables local government to further enhance the way in which it can deliver on its broader “wellbeing mandates” as set out in the Local Government Act 2002.

Remedial Plan has the meaning given in clause 2.14(a) of Part 2.

Response Plan has the meaning given in clause 2.15 of Part 2.

Termination Event means any one or more of the events or circumstances set out in clause 4.3.

Transition Support Arrangements means the obligations set out in Schedule 2.

Water Services Entity means:

- (j) the new water services entities to be established by legislation giving effect to the Three Waters Reform Programme; and
- (k) the local establishment entities to be established by legislation in advance of the establishment of the new water services entities.

Construction

In the construction of this Agreement, unless the context requires otherwise:

Currency: a reference to any monetary amount is to New Zealand currency;

Defined Terms: words or phrases appearing in this Agreement with capitalised initial letters are defined terms and have the meanings given to them in this Agreement;

Documents: a reference to any document, including this Agreement, includes a reference to that document as amended or replaced from time to time;

Inclusions: a reference to “includes” is a reference to “includes without limitation”, and “include”, “included” and “including” have corresponding meanings;

Joint and Several Liability: any provision of this Agreement to be performed or observed by two or more persons binds those persons jointly and severally;

Parties: a reference to a party to this Agreement or any other document includes that party's personal representatives/successors and permitted assigns;

Person: a reference to a person includes a corporation sole and also a body of persons, whether corporate or unincorporate;

Precedence : if there is any conflict between the different parts of this Agreement, then unless specifically stated otherwise, the Key Details will prevail over Part 2;

Related Terms: where a word or expression is defined in this Agreement, other parts of speech and grammatical forms of that word or expression have corresponding meanings;

Statutes and Regulations: a reference to an enactment or any regulations is a reference to that enactment or those regulations as amended, or to any enactment or regulations substituted for that enactment or those regulations;

Writing: a reference to “written” or “in writing” includes email and any commonly

used electronic document format such as .DOC or .PDF.

END OF PART 3

SCHEDULE 1: PERMITTED FUNDING ACTIVITIES

[Note: Permitted activities on which the Recipient may spend the Funding on, as described in the Recipient's approved Funding Proposa will be inserted by DIA]

SCHEDULE 2: TRANSITION SUPPORT ARRANGEMENTS

The Recipient will collaborate and co-operate with the DIA (including through the DIA's National Transition Unit (**NTU**)) to provide for the implementation and carrying out of certain parts of the Three Waters Reform Programme, as further described below.

In making requests under these arrangements, DIA (including the NTU) will have regard to the Recipient's available resources and the competing demands on those resources. It is intended that such requests are made and considered by DIA, the NTU and the Recipient in a collaborative and co-operative manner with a view to achieving the Reform Objectives and ensuring the Recipient is able to continue to carry out its other functions and activities.

The Recipient agrees to provide the collaboration and co-operation requested. If a council controlled organisation (**CCO**) of the Recipient is involved in the delivery of water services then the Recipient agrees to ensure that its CCO does the same.

1. The Recipient will collaborate and co-operate with the DIA (including the NTU) to facilitate the Three Waters Reform Programme (to the extent the law permits).
2. Subject to the consent of any affected employee (and in compliance with the Recipient's employment law and health and safety obligations), the Recipient will:
 - (a) comply with any reasonable request by the Executive Director of the DIA's National Transition Unit (**NTU**) for employees of the Recipient to be seconded to, or otherwise facilitate the engagement of employees with, the DIA for the purpose of assisting the DIA with the Three Waters Reform Programme; and
 - (b) enable, and where necessary facilitate, the participation of the Recipient's staff in any process or engagement with the NTU that relates to their potential employment with a Water Services Entity, including (but not limited to) attending information sessions, accessing NTU channels such as the "People Platform", providing input into the Water Services Entity organisational design and role design, engaging in unions and professional body processes developed to engage and support staff through transition.
3. The Recipient will respond to and comply with any reasonable request by the Executive Director of the NTU for information that the Recipient holds for the purpose of assisting the DIA with the Three Waters Reform Programme.
4. The Recipient acknowledges and agrees that its obligation to provide information under paragraph 3:
 - (a) may include, subject to compliance with applicable laws including the Privacy Act 2020, a requirement to provide information in relation to the assets, liabilities, contracts, property, employees, customers, processes, pricing information relating to water services fees and associated costs, and any other matters that relate to water services delivery;
 - (b) includes a requirement to comply with any reasonable request to research and collate information; and
 - (c) includes a requirement to comply with any reasonable request to provide information in a particular format and within a particular timeframe.
5. The Recipient will notify, and respond to requests for information by, DIA of intended decisions:
 - (a) that relate to the provision of water services; or
 - (b) that may affect (other than in an immaterial way) the provision of water services.

The Recipient acknowledges that such decisions include a decision:

- (c) to adopt or amend a long-term plan or to adopt an annual plan, in each case as contemplated by the Local Government Act 2002;
 - (d) to adopt a policy required by the Local Government Act 2002;
 - (e) that is significantly inconsistent with, or is anticipated to have consequences that will be significantly inconsistent with, any policy or plan adopted by the Recipient under the Local Government Act 2002;
 - (f) to purchase or dispose of assets other than in accordance with its long-term plan;
 - (g) to purchase or dispose of an asset, if the purchase or disposal of the asset will have a material impact on the capacity to provide water services or on the financial well-being of the Recipient;
 - (h) to enter into any contract (other than an employment agreement) that imposes, or will continue to impose, any obligation in relation to the delivery of water services on the existing local authority after 30 June 2024 and the consideration for which is material in the context of the three water services or operations of the Recipient; or
 - (i) to borrow money for a period that extends beyond 30 June 2024.
6. The Recipient must not act inconsistently with its long-term plan and its annual plan as it relates to the provision of water services.
 7. The Recipient shall include estimated and indicative prices for water services on invoices to consumers on an information only basis, based on a water revenue discovery process undertaken by the DIA. This disclosure obligation will not apply until the DIA has completed this discovery process and notified the Recipient of the basis of disclosure.
 8. The Recipient must respond to and comply with any reasonable request by the Executive Director of the NTU to assist DIA and the NTU in the preparation of asset management plans and pricing plans for the Water Services Entities. The Recipient acknowledges that such requests may include:
 - (a) a request to compile certain categories of information as part of an information base to inform the preparation of such plans (including, for example, existing water services assets held by or on behalf of the Recipient, current sources of funding for water services and details of employee roles within the Recipient's region or district that are involved in providing water services); and
 - (b) a request to consider particular options or matters for the Recipient's region or district to inform the preparation of such plans.

Appendix 4 – Pro-forma Better Off Support Package Funding Proposal

THREE WATERS BETTER OFF GRANT FUNDING PROPOSAL: TRANCHE 1¹

Instructions to complete the Funding Proposal:

- The Funding Proposal is to be submitted through the DIA online Grant Management System. **To apply you will need access to this system.** Guidelines on accessing this system are provided in Appendix C of the guidance document *“Guide to better off package funding for local authorities”* found here: <https://www.dia.govt.nz/three-waters-reform-programme-reform-support-package>
- One Funding Proposal per Local Authority can be submitted for the total Tranche 1 Programme of Expenditure.
- Local Authorities do not have to apply for the full Tranche 1 notional amount upfront, funds not applied for in Tranche 1 will be available in the Tranche 2 application round.
- A Programme may consist of more than one Project or Initiative, and Local Authorities may elect to provide appendices with further details and breakdowns if that would assist in the approval process.
- The Programme may relate to expenditure over a period of up to 5 years.
- All figures in this Funding Proposal should be GST exclusive.
- A relationship manager will be available to support councils and can provide advice if the Local Authority has additional questions.
- Refer to the document *“Guide to better off package funding for local authorities”* which sets out the information needed for Local Authorities to engage with the Funding Agreements and the Funding Proposal template below.

The draft Funding Proposal can be submitted by the Local Authority any time between 4 April 2022 and 30 September 2022. The Funding Proposal will be assessed by the Department of Internal Affairs, who may provide feedback and require further detail, additions or alterations. The Funding Proposal is to be finalised, and Councils notified of the outcome within six weeks of receipt of the draft submission.

Where the Department of Internal Affairs requires any additional assurance or conditions for a specific Funding Proposal, this will be included in Question 17 below following the Department of Internal Affairs review. Question 17 will form part of the Funding Proposal.

¹ The \$2 billion ‘better off’ package is available in two tranches. The first \$500 million is available from 1 July 2022 and the remaining \$1.5 billion is available after 1 July 2024.



SECTION 1: General Information

1. Programme Title:	
2. Local Authority:	
3. Organisation Lead Contact:	
Name:	
Position:	
Email:	

SECTION 2: Programme of Expenditure Overview

4. Provide a brief description of the Programme of expenditure the funding will be applied to. If the Programme comprises more than one Project, or Initiative that you will be reporting on separately, please list (add more rows if required):

[description of Programme]
List of Projects/Initiatives under this Programme

5. Total Maximum Amount Payable as defined and stated in the Funding and Collaboration Agreement (NZD \$):

\$

6. Total estimated cost of the Programme (NZD \$)?

\$

7. Of the total estimated cost above, specify the amount (if any) that will be allocated to general management oversight and other administrative costs.

\$
[description]

8. If the total estimated cost exceeds the Total Maximum Amount Payable, please specify the additional funding source(s) and amount(s):

Funding Source	Amount (NZ\$M)
	\$
	\$
Total	\$

9. Please indicate below the expenditure programme funding status:

	Yes/No	Amounts in NZD \$	Year
Included in LTP	Choose an item.	\$	
Included in the latest Annual Plan	Choose an item.	\$	
Not funded in any plan	Choose an item.	\$	
Was funded but COVID-19 deferred	Choose an item.	\$	
Local Authority co-funding being contributed	Choose an item.	\$	

10. Has the programme been submitted and reviewed through another contestable funding source?
(such as the Infrastructure Acceleration Fund)

If Yes, please state the funding source and the stage of the funding process you reached below.

Funding Source	Stage Reached

11. Describe the risks you have identified in completing the programme on time and on budget (eg: availability of and access to specialist skills) and any steps/actions you have taken to mitigate these risks.

--

SECTION 3: Programme of expenditure details

12. Please provide a high-level breakdown of the expenditure programme, including the programme commencement and completion dates, key delivery milestones, and for each milestone the planned completion date and estimated cost:²

Milestones should reflect the progress of project delivery, and link to specific and measurable project outputs. Please refer to your relationship manager for guidance, and examples of output-based milestones.

If the funding package is to be used to fund multiple projects/initiatives, duplicate the table below for each project. The total of all projects must equal the Total Maximum Amount Payable per the Funding Agreement.

	Expenditure Programme/Project Milestone (including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Commencement Date per the Funding Agreement	dd-mmm-yy	Nil
3.	[milestone 1]	dd-mmm-yy	\$
4.	[milestone 2]	dd-mmm-yy	\$
5.	[milestone 3]	dd-mmm-yy	\$
6.	[milestone 4]	dd-mmm-yy	\$
7.	[Completion of expenditure programme/project]	dd-mmm-yy <i>To be no later than 30 June 2027</i>	\$
	TOTAL		\$

² All figures should be GST exclusive.



CHECKS

Total maximum funding instalment amount per the Milestone Table(s) ³ is less than or equal to Total Maximum Amount Payable per question 6	Choose an item.
Total budgeted costs to complete the expenditure programme per the Milestone Table(s) ⁴ is equal to the total estimated cost of the expenditure programme per question 7	Choose an item.

³ If the Milestone Table was duplicated to reflect multiple projects/initiatives, please add the total amounts across all tables when performing the checks above.

SECTION 4: Wellbeing Assessment

For this section, please refer to the document “Guide to better off package funding for local authorities” for guidance on conducting the wellbeing assesment.

13. Please set out how the expenditure programme promotes one (or more) of the key criteria of the better off package and the well-being of communities (social, economic, environmental, and/or cultural) in the table below. Add lines where necessary.

If the funding package is to be used on multiple project/initiatives, duplicate the table below in order to identify the wellbeing outcomes for each project.

Programme Title				
Project/Initiative (if applicable)				
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low-emissions economy.	Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.	Criteria 3: Delivery of infrastructure that support improvements in community well-being.	
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing	Environmental wellbeing	Cultural wellbeing
Wellbeing Outcomes				
Outcome	How Outcome will be Measured		How Outcome will be Monitored/Reported	

SECTION 5: Iwi/Māori Engagement

For this section, please refer to the document “Guide to better off package funding for local authorities” for guidance on the Iwi/Māori engagement required to answer the following questions.

14. Describe the process you used to identify relevant iwi/Māori parties in your region, and specify which Māori groups / entities / organisations (eg, iwi, hapū, post-settlement governance entities, etc) you engaged with.

15. Provide details of the engagement you undertook with iwi/Māori in determining the use of the funding allocation. Include details regarding the methods of engagement (e.g. hui, wānanga, consultation on material, subsequent feedback).

16. Provide details of the ideas, suggestions, issues or concerns raised by iwi/Māori during your engagement process, along with the steps taken to address these.

SECTION 6: DIA USE ONLY

17. Additional requirements in respect of the Funding Agreement (such as specific conditions):

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Updated Three Waters Capital Delivery Plan for FY2023/24

1. Purpose

To inform councillors of the options to revise the FY2023/24 Three waters Capital Expenditure (Capex) Plan considering the decision to not proceed with the Soldiers' Memorial Park – New Bore and Pump within the Memorial Swimming Pool grounds.

2. Executive Summary

Due to a number of events following the approval of the FY2023/24 three waters capital delivery plan in the Annual Plan there is an option to reallocate 40 percent of the original budget to other capital projects, or Council may choose to ringfence the amount and if not used in FY2023/24, carryover any unspent funds into FY2024/25.

Wellington Water have provided advice on a reallocation and reprioritisation of the FY2023/24 three waters capital delivery plan, however, due to the classification and therefore funding available for projects, their suggested option would require Council to increase its loan funding.

The alternative is that we ringfence the funds allocated originally, and request Wellington Water progress the original projects as much as possible and then carryover any unspent allocation into FY2024/24 and the first year of the LTP.

Officers recommend the second option as the Wellington Water advice would create financial and reputational risk.

3. Recommendations

Officers recommend that the Council:

1. Receive the Updated Three Waters Capital Delivery Plan for FY23/24 Report.
2. Agree to carryover the underspend from three waters capital plan in FY2022/23 of \$0.429m¹.
3. Agree to add \$0.429m to the original \$6.235m budget for a total amount available of \$6.664m for three waters capital delivery in FY2023/24.

¹ Subject to Annual Report being approved by Audit NZ. Carryover figures are draft until Annual Report is adopted.

4. Agree to accept Officer's recommended option to:
 - a. Proceed with options report and dedicate \$2.5m to progress the Memorial Park project as much as possible in FY2023/24
 - b. Proceed with finalising options analysis and proceed with the Tauherenikau Pipeline Crossing as much as possible in FY2023/24 (budget to be confirmed)
 - c. Carryover any of the dedicated funds not spent on Memorial Park into FY2024/25,
 - d. Reprioritise remaining budget to firstly ensure funding of the agreed compliance delivery plan for Greytown and Martinborough Wastewater Treatment Plants, and
 - e. Fund as anticipated in the Annual Plan 2023/24.

4. Background

Wellington Water provided advice to Council in the development of the capital delivery plan for FY2023/24 in the form of written advice and workshop papers and participation. It was confirmed that Wellington Water would develop a plan within the approved budget of \$6.235m. After Council received this advice, an underspend of FY2022/23 capital plan occurred, and Wellington Water made a request to carry that overspend into FY2023/24 as advised in their paper appended as Appendix 1. With the conclusion of the FY2022/23 capital programme the estimated underspend to carryover reduced to \$0.429k due to improved delivery performance in the last two months of FY2022/23.

Also following the 8 May 2023 advice, the project making up 40 percent of the proposed spend for FY2023/24, the Soldiers' Memorial Park – New Bore and Pump within the Memorial Swimming Pool Grounds project, failed to progress past the Infrastructure and Community Services committee in its current form. Also following the advice, SWDC submitted and had accepted by Greater Wellington Regional Council, a Compliance Delivery Plan for the Martinborough Wastewater Treatment Plant and have prioritised the desludging of the Greytown Wastewater Treatment Plant.

Now, due to all these changes, Wellington Water wish to reprioritise the three waters capital delivery programme for FY2023/24 and have this confirmed by Council.

Prioritisation

4.1 Te Tiriti obligations

Engagement considered not required in this case.

4.2 Long Term Plan alignment

This decision requested in this report could impact on both the AP2023/24 and the first year of the LTP2024/34.

Check box – where does it fit?

- ☐ Spatial Plan
- ☒ Long Term Plan
- ☒ Annual Plan

There is an approved FY2023/24 capital plan for three waters included and funded within the Annual Plan 2023/24. Any changes to this will impact on the funding allocations within the AP.

Any expected carry-over of unspent funds from FY2023/24 into FY2024/25 should be considered in preparation of the three waters capital delivery plan for the LTP2024/34.

5. Discussion

The original capital plan for AP2023/24 prioritised the following projects for delivery:

Key Projects	Investment Category	FY2023/24 Budget
Memorial Park WTP Upgrades Stage 3	Growth	2,500,000
Tauherenikau Pipeline Crossing	Renewal	640,000
Waiohine WTP Stage 2 Upgrades	Level of Service	-
Waiohine WTP Stage 3 Upgrades	Level of Service	-
FSTN Water Main Renewals	Renewal	-
FSTN WWTP Consent (alternative disposal)	Level of Service	850,000
Donald Street Pump Station Renewal	Renewal	800,000
Donald Street Rising Main Renewal	Renewal	-
MTB WWTP Compliance Upgrades	Level of Service	470,000
GTN WWTP Compliance Upgrades	Level of Service	-
WWTP H&S Fencing Upgrades	Level of Service	-
GTN Pāpāwai Rd Wastewater Upgrade Stage 2	Growth	-
Annually Recurring Projects		975,000
Total		6,235,000
Underspend FY2022/23 available		429,000
Total Available for FY2023/24		6,664,000

The Memorial Park WTP Upgrade Stage 3 was to be funded from the Infrastructure Reserve. Renewals and Growth projects are funded from depreciation reserves and infrastructure reserves respectively, and if the reserves are depleted, from a loan.

Council may wish to reallocate the funds originally allocated to the Memorial Park Upgrade and Tauherenikau Pipeline Crossing whilst working through the preferred option for Greytown and Featherston treated water supply as requested by the

Infrastructure and Community Services Committee, or they may wish to ringfence those funds and carry over any underspend into FY2024/25.

Possible projects to which funds could be allocated are listed in the above table without any allocated \$ in FY2023/24 and are explained in more detail in the paper from Wellington Water attached as Appendix 2.

Council must, however, reallocate funds to deliver on the Compliance Delivery Plan for Martinborough Wastewater Treatment Plant and the desludging plan for Greytown Wastewater Treatment Plant as this plan has been agreed with Greater Wellington Regional Council.

6. Options

6.1 Option 1 – Based on Wellington Water Advice Paper (Appendix 2)

- Reduce Memorial Park from \$2.5m to \$0.01m for a supply options paper only
- Reduce Tauherenikau Pipeline to what has been spent so far in FY2023/24
- Bring forward priority 2 projects to reallocate the original FY2023/24 budget of \$6.235m + underspend of \$0.429m
- Fund the reprioritised projects through a loan
- Reallocate and reprioritise LTP2024/34 projects within the available budgets to deliver the delayed projects in the future.
- **Not recommended**

6.2 Option 2 – Ringfence Funds to allow Memorial Park and Tauherenikau to progress and carryover underspend into FY2024/25

- Proceed with options report and dedicate \$2.5m to progress the Memorial Park project as much as possible in FY2023/24
- Proceed with finalising options analysis and proceed with the Tauherenikau Pipeline Crossing as much as possible in FY2023/24 (budget to be confirmed)
- Carryover any dedicated funds not spent on these two projects into FY2024/25
- Reprioritise remaining budget to ensure funding of the agreed compliance delivery plan for Greytown and Martinborough Wastewater Treatment Plants
- Fund as anticipated in the Annual Plan 2023/24.
- **Recommended Option**

7. Strategic Drivers and Legislative Requirements

A reallocation requiring additional loan funding would create both financial and reputational risks for Council.

7.1 Significant risk register

- ☐ Relationship with iwi, hapū, Māori
- ☐ Climate Change

- ☐ Emergency Management
- ☐ IT architecture, information system, information management, and security
- ☒ Financial management, sustainability, fraud, and corruption
- ☐ Legislative and regulative reforms
- ☒ Social licence to operate and reputation
- ☐ Asset management
- ☐ Economic conditions
- ☐ Health and Safety

7.2 Policy implications

Not applicable

8. Consultation

8.1 Communications and engagement

The persons who are affected by or interested in this matter are the ratepayers and the users of treated water at Greytown and Featherston.

8.2 Partnerships

A communications plan for this decision is not required.

Have you completed a communications plan for the work described/project to engage/communicate with partners/key stakeholders e.g., Waka Kotahi, Kainga Ora, community groups, particular individuals etc?

☐ Yes ☒ No

If no, is a communications plan required?

☐ Yes ☒ No

9. Financial Considerations

By agreeing with the recommended option, the funds availability will not be changed for the capital delivery plan in FY2023/24.

10. Climate Change Considerations

There are no positive or negative effects on climate change from this decision.

11. Health and Safety Considerations

There are no health and safety considerations from this recommendation.

12. Appendices

Appendix 1 – Advice to SWDC regarding Three Waters Capital Delivery Plan for the Financial Years 2023/24 and 2024/25 dated 8 May 2023

Appendix 2 – Updated advice to SWDC regarding Three waters Capital Delivery Plan for FY2023/24 dated 19 September 2023

Contact Officer: Robyn Wells, Principal Advisor – Water Transition

Reviewed By: Stefan Corbett, Group Manager Partnerships and Operations

**Appendix 1 – Advice to SWDC
regarding Three Waters Capital
Delivery Plan for the Financial Years
2023/24 and 2024/25 dated 8 May
2023**

Advice to South Wairarapa District Council Regarding Three Waters Capital Delivery Plan for the Financial Years 2023/24 and 2024/25

TO Stefan Corbett, South Wairarapa District Council (SWDC)

COPIED TO Peter Wells, Head of Service Planning, Wellington Water; Charles Barker, Director of Regulatory Services

FROM Julie Alexander, Group Manager Network Strategy & Planning, Wellington Water

DATE 8 May 2023

Action sought

	Action sought	Deadline
Stefan Corbett , Group Manager Partnerships and Operations	Note the contents of this paper and respond in writing to the recommendations	5 June 2023

Contact for telephone discussion (if required)

Name	Position		1st Contact
Julie Alexander	Group Manager Network Strategy & Planning, Wellington Water	021 815 162	
Pete Wells	Head of Service Planning, Wellington Water	021 195 9621	x

Purpose

1. This paper advises South Wairarapa District Council (Council) of:
 - a. the capital delivery plan Wellington Water Limited (Wellington Water) plans to deliver within the approved FY2023/24 budget; and
 - b. an indicative capital delivery plan for FY2024/25.
2. This paper advances our previous written advice to Council dated 4 November 2022 and the workshops held with Council on 27 January 2023, 23 February 2023 and 14 March 2023.

Recommended action

It is recommended that Council:

- a. **confirm** the three waters capital budget for FY2023/24 is \$6.235m;
- b. **agree** to carry over remaining budget from FY2022/23 (currently forecast at approximately \$1.540m) into the final budget for FY2023/24, increasing it to \$7.772m;
- c. **agree** to the three waters capital delivery plan for FY2023/24;
- d. **note** that the projects which make up the FY2024/25 capital delivery plan are indicative only and subject to the budget being approved through the Council FY2024-34 Long-Term Plan or Three Waters Reform processes (pending confirmation on requirements from the Department of Internal Affairs);
- e. **note** there are options to reduce the budget requirements in FY2024/25 if needed, and these can be worked through with Council while developing the FY2024-34 Long-Term Plan;
- f. **note** that Wellington Water acknowledges Council's financial constraints and the additional challenges that the deferred Three Waters Reform processes places on Council;
- g. **note** that this advice will be released and published on Wellington Water's public website, subject to any redactions consistent with the Local Government Official Information and Meetings Act 1987, once Council has considered and made decisions regarding this advice.

FY2023/24 and FY2024/25 Capital Delivery Plan

3. In previous written advice to you dated 4 November 2022 we confirmed we will develop a capital delivery plan for FY2023/24 within the approved budget of \$6.235m. Following this advice, we have worked with you and Council elected members through workshops held on 27 January 2023, 23 February 2023 and 14 March 2023 to develop a capital delivery plan within that budget.
4. We are now forecasting an underspend on the FY2022/23 capital delivery plan of approximately \$1.540m. The underspend is largely due to the following adjustments being made to the FY2022/23 capital delivery plan:
 - a. Some baseline renewal projects which includes reactive renewals did not require investment in FY2022/23;
 - b. Construction of the Memorial Park WTP stage 2/3 upgrade being shifted to start in FY2023/24 per previous reports to Council; and

- c. Construction of Donald St WWPS renewal being brought forward from FY2023/24 to start in FY2022/23. This will be complete in FY2023/24.
5. Carrying the FY2022/23 underspend forward would increase the FY2023/24 budget to \$7.772m. This provides an opportunity to commence five (currently unfunded) priority projects which we advised Council elected members in the workshop held on 23 February 2023 should be progressed in FY2023/24. These projects are:
 - a. Greytown WWTP Compliance
 - b. Donald Street WWPS Rising Main Renewal (Note, per recent discussions with Council, there are ongoing discussions with contractors to explore including this project within existing budget)
 - c. FSTN Water Main Renewals package 2
 - d. FSTN Waiohine WTP Stage 3 upgrades
 - e. WWTP - Health and Safety (H&S) upgrades - Fencing/security upgrades
6. The base level FY2023/24 \$6.235m capital delivery plan comprises of 58 projects; five of which are priority projects that account for 84% (\$5.260m) of the total budget. These priority projects were communicated with Council in the paper that supported the 14 March 2023 Council workshop. They are:
 - a. GTN Memorial Park WTP Upgrades;
 - b. FSTN Donald Street Pump Station Renewal;
 - c. FSTN WWTP Consent;
 - d. Tauherenikau Pipeline Crossing; and
 - e. MTB WWTP Compliance
7. Council's FY2023/24 capital delivery plan does not include any growth-related projects. All expenditure will be directed towards level of service (77%) and renewal (23%) related projects.
8. Since the workshops held with Council in January, February, and March 2023 to refine the FY2023/24 capital delivery plan, the Three Waters Reform process has been delayed. As a result, Council now needs to consider the financial implications to FY2024/25 budgets by committing to the FY2023/24 three waters capital delivery plan.
9. Wellington Water has developed an indicative FY2024/25 capital delivery plan budgeted at \$21.570m (\$25.910 if the additional projects proposed in paragraph 5 are also progressed). Of this, approximately \$17.715m (\$22.055m if the additional projects proposed in paragraph 6 are also progressed) is for projects which have either already commenced or are due to start in FY2023/24 and have flow on costs in FY2024/25.
10. Wellington Water acknowledges a FY2024/25 capital delivery plan of this scale is likely to be unaffordable for Council. There are options to reduce the financial commitment Council needs to make in FY2024/25, for example by staging or pushing projects out a year. We will work with you to refine the indicative FY2024/25 capital delivery plan into a deliverable programme as we support you with development of a 2024-34 LTP. However, delaying construction of key projects in any way does come with risks.
11. Figure 1 illustrates the Council's capital delivery plan expenditure, highlighting the significant increase in budget anticipated to be required in FY2024/25 if Council wishes to continue progressing key projects started in FY2023/24. Appendix A provides the full list of projects that make up Councils FY2023/24 capital delivery plan, the additional priority projects that can be

progressed with the FY2022/23 carry forward, and an indicative FY2024/25 capital delivery plan.

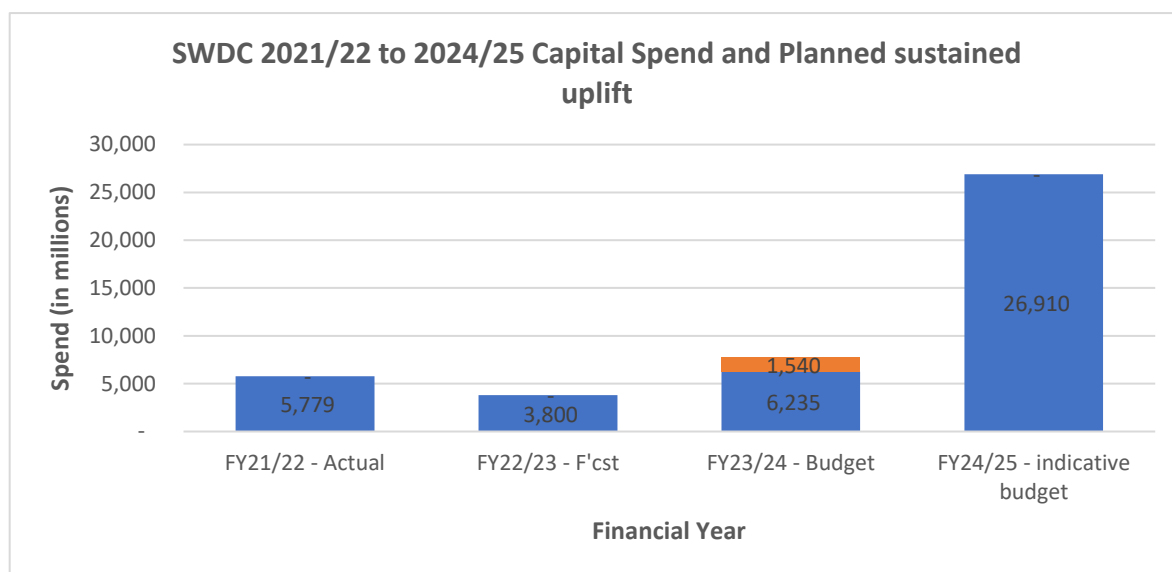


Figure 1: South Wairarapa District Council CAPEX – FY2021-2025

12. Table 1 summarises, by water type and Local Government Act 2002 (LGA) classification, the FY2023/24 approved budget and capital delivery plan budget, and the FY2024/25 indicative proposed minimum budget and identified projects which could be progressed.

Table 1: Summary of proposed expenditure for FY2023/24 and indicative budget and project expenditure for FY2024/25 by water and LGA classification (\$)

Water	Investment Category	FY2023/24 Approved Budget (\$)	FY2023/24 Proposed Budgeted (\$)	FY2024/25 Identified Capex Projects (\$)
Drinking Water	Growth	60,000	-	-
	Level of Service	640,000	3,320,000	7,985,000
	Renewal	735,000	250,000	250,000
Total Drinking Water		1,435,000	3,570,000	8,235,000
Stormwater	Growth	30,000	-	-
	Level of Service	-	90,000	195,000
	Renewal	50,000	40,000	130,000
Total Stormwater		80,000	130,000	325,000
Wastewater	Growth	30,000	-	3,500,000
	Level of Service	1,550,000	1,400,000	13,500,000
	Renewal	3,140,000	1,135,000	350,000
Total Wastewater		4,720,000	2,535,000	17,350,000
Grand Total		6,235,000	6,235,000	25,910,000

(1) Subject to confirmation through the Council LTP process and/or by the NTU.

Risks

13. Changes to the Three Waters Reform, and the subsequent requirement for councils to include water infrastructure in their 2024-34 LTPs, increases uncertainty of the short-term budgets available for the capital programme. Wellington Water has continued to plan for a capital delivery plan in FY2024/25 that follows the year-on-year capital delivery plan growth model, despite this uncertainty. Continuing with this approach ensures Council is aware of the flow on investment needs in FY2024/25 that result from investment decisions made in FY2023/24. It also highlights to the National Transition Unit, and sector, that Council has a programme of capital work ready to continue beyond next financial year.
14. The costs to implement the Tauherenikau Pipeline Crossing and Featherston WWTP Consent are significant in FY2024/25. As previously communicated with Council, there are key risks to Council if these projects are delayed beyond FY2024/25:
 - a. Tauherenikau Pipeline Crossing (FY2024/25 expenditure = \$7.000m): This pipeline supplies the only safe drinking water for the Featherston township. There remains an ongoing risk of the pipeline failing during a large flood event and/or lateral river movements.
 - b. Featherston WWTP Consent (FY2024/25 expenditure = \$6.800m): Risk of prosecution due to unconsented discharges at the Featherston WWTP remains until the works are completed. This may result in penalties and potential prosecution by Greater Wellington Regional Council, who have already issued 'please explain' notices to Council.
15. As noted in previous advice to Council, Wellington Water is experiencing significant increases in the costs of material and labour due to higher than anticipated inflation and market capacity pressures. This has placed pressure on Council's capital delivery plan, meaning fewer projects may be delivered in FY2023/24 than initially planned for. As noted, Wellington Water intends to manage the FY2023/24 capital delivery plan within the overall approved budget but to do this, some projects may need to be slowed down or pushed out if costs increase. This type of programme management approach will likely increase individual project costs further.
16. Should inflationary pressures continue to put pressure on project budgets as currently scoped, Council may need to make decisions around rescoping projects, reallocating budgets from lower priority projects, or increasing budgets throughout the year.
17. Industry-wide resource and supply chain constraints of both materials and personnel continue to impact the delivery of projects. To mitigate the likelihood and impact of this risk, we will continue to work with consultants and contractors to only propose projects in the capital delivery plan that we are confident of delivering within the approved budgets.

Next steps

18. Please provide a response to the recommendations in this paper to Julie Alexander by 5 June 2023.

Appendix A

Projects for FY2023/24 & FY2024/25 by Water, LGA Classification and Asset Investment Category (\$)

Water	LGA Classification	Project Name	Budget FY2023/24	C/fwd allocation \$1.54m from FY2023/24	Identified Projects FY2024/25
Drinking Water	Renewal	SWDC GTN DW Control Systems Reactive Renewals	10,000		10,000
Drinking Water	Renewal	SWDC FSTN DW Control Systems Reactive Renewals	10,000		10,000
Drinking Water	Renewal	SWDC MTB DW Control Systems Reactive Renewals	10,000		10,000
Drinking Water	Renewal	SWDC-PW-VHCA Pipe Renewal Programme	10,000		100,000
Drinking Water	Renewal	SWDC Reservoir VHCA Remedial Works	50,000		50,000
Drinking Water	Renewal	Tauherenikau Pipeline Crossing	640,000		7,000,000
Drinking Water	Renewal	Memorial Park WTP Reactive Renewals	10,000		10,000
Drinking Water	Renewal	Pirinoa WTP Reactive Renewals	10,000		10,000
Drinking Water	Renewal	Waiohine WTP Reactive Renewals	25,000		25,000
Drinking Water	Renewal	Martinborough WTP Reactive Renewals	25,000		25,000
Drinking Water	Renewal	MTB PW Reactive Renewals	20,000		20,000
Drinking Water	Renewal	FSTN PW Reactive Renewals	20,000		20,000
Drinking Water	Renewal	GTN PW Reactive Renewals	20,000		20,000
Drinking Water	Level of Service	Featherston - Smart Meters/Universal Metering	10,000		20,000
Drinking Water	Level of Service	Greytown - Smart Meters/Universal Metering	10,000		20,000
Drinking Water	Level of Service	Martinborough - Smart Meters/Universal Metering	10,000		10,000
Drinking Water	Level of Service	GTN Memorial Park WTP Upgrades - Stage 3	2,500,000		-
Drinking Water	Level of Service	SWDC-CPX-MTB Water Modelling	30,000		30,000

Drinking Water	Level of Service	SWDC-CPX-GTN Water Modelling	30,000		30,000
Drinking Water	Level of Service	FSTN Water Modelling	30,000		30,000
Drinking Water	Level of Service	Waiohine WTP Wellfield - water security improvements	20,000		200,000
Drinking Water	Level of Service	Greytown - Humphries Street - PRV Upgrade	20,000		180,000
Drinking Water	Level of Service	Resource Consent for Martinborough water take	10,000		100,000
Drinking Water	Level of Service	Memorial Park Wellfield - water security improvements	-		60,000
Drinking Water	Level of Service	Resource Consent for Pirinoa water take	5,000		50,000
Drinking Water	Level of Service	Filtration installed at Waiohine WTP	-		50,000
Drinking Water	Level of Service	Greytown reservoir - Bypass pipeline	-		50,000
Drinking Water	Level of Service	Martinborough Wellfield - water security improvements	-		50,000
Drinking Water	Level of Service	SWDC Authorised Tanker Fill Points	-		10,000
Drinking Water	Level of Service	Reservoir Water Quality Improvements - Reactive	35,000		35,000
Stormwater	Renewal	SWDC-SW-VHCA Pipe Renewal Programme	10,000		100,000
Stormwater	Level of Service	SWDC-CPX-MTB Global SW Consent	20,000		-
Stormwater	Level of Service	GTN Global SW Consent	20,000		-
Stormwater	Level of Service	FSTN Global SW Consent	20,000		-
Stormwater	Level of Service	MTB SW Modelling	10,000		20,000
Stormwater	Level of Service	SWDC-CPX-GTN Stormwater Modelling	10,000		20,000
Stormwater	Level of Service	FSTN SW Modelling	10,000		20,000
Stormwater	Renewal	GTN SW Reactive Renewals	10,000		10,000
Stormwater	Renewal	FSTN SW Reactive Renewals	10,000		10,000
Stormwater	Renewal	MTB SW Reactive Renewals	10,000		10,000

Stormwater	Level of Service	SWDC Stormwater Modelling and Flood Mapping	-		100,000
Stormwater	Level of Service	Capital Carbon Modelling	-		35,000
Wastewater	Level of Service	WWTP - Generator readiness	20,000		-
Wastewater	Renewal	SWDC-WW-VHCA Pipe Renewal Programme	10,000		100,000
Wastewater	Growth	GTN Papawai Road wastewater upgrade stage 2	-		3,500,000
Wastewater	Renewal	SWDC-CPX-FSTN Lake Ferry WWPS Reactive Renewals	20,000		20,000
Wastewater	Renewal	GTN WW Pump Station Reactive Renewals	20,000		20,000
Wastewater	Renewal	FSTN WW Pump Station Reactive Renewals	20,000		20,000
Wastewater	Renewal	MTB WW Control Systems Reactive Renewals	10,000		10,000
Wastewater	Renewal	GTN WW Control Systems Reactive Renewals	10,000		10,000
Wastewater	Renewal	FSTN WW Control Systems Reactive Renewals	10,000		10,000
Wastewater	Level of Service	MTB WW Modelling	10,000		20,000
Wastewater	Level of Service	GTN WW Modelling	10,000		20,000
Wastewater	Level of Service	FSTN WW Modelling	10,000		20,000
Wastewater	Renewal	MTB Martinborough WWTP Reactive Renewals	25,000		25,000
Wastewater	Renewal	FSTN Lake Ferry WWTP Reactive Renewals	25,000		25,000
Wastewater	Renewal	GTN Greytown WWTP Reactive Renewals	25,000		25,000
Wastewater	Renewal	FSTN Featherston WWTP Reactive Renewals	25,000		25,000
Wastewater	Level of Service	MTB WWTP Compliance	470,000	7,000	2,000,000
Wastewater	Level of Service	FTSN WWTP Consent (alternative disposal systems FTSN)	850,000		6,800,000
Wastewater	Renewal	FSTN Donald Street Pump Station & Rising Main Renewal	800,000	870,000	-
Wastewater	Renewal	MTB WW Reactive Renewals	20,000		20,000

Wastewater	Renewal	FSTN WW Reactive Renewals	20,000		20,000
Wastewater	Renewal	GTN WW Reactive Renewals	20,000		20,000
Wastewater	Renewal	Lake Ferry WWTP Reconsenting	75,000		-
Wastewater	Level of Service	Lake Ferry WWTP Compliance Upgrades	30,000		300,000
Wastewater	Level of Service	Resource consent wet weather wastewater network overflows	-		-
Wastewater	Level of Service	Greytown WWTP Compliance		110,000	2,090,000
Drinking Water	Renewal	FSTN Water Main Renewals package 2		100,000	2,100,000
Drinking Water	Level of Service	FSTN Waiohine WTP Stage 3 upgrades		150,000	-
Wastewater	Level of Service	WWTP - Health and Safety (H&S) upgrades - Fencing/security upgrades		150,000	150,000
Drinking Water	Level of Service	FSTN Waiohine WTP Stage 2 upgrades		150,000	
Total			6,235,000	1,537,000	25,910,000

**Appendix 2 – Updated advice to SWDC
regarding Three waters Capital
Delivery Plan for FY2023/24 dated 19
September 2023**

27 September 2023

Updated advice to South Wairarapa District Council regarding Three Waters Capital Delivery Plan for FY2023/24

Purpose

1. This paper advises South Wairarapa District Council (Council) of:
 - a. the revised capital delivery plan Wellington Water Limited (Wellington Water) proposes to deliver within the approved FY2023/24 capital budget of \$6.664m;
 - b. the significant updates to the capital delivery plan following the Hearings Committee 19 July 2023 which resolved to recommend the Infrastructure and Community Services Committee not progress the Soldiers' Memorial Park – New Bore and Pump within the swimming pool grounds which made up 38 percent of the programme budget; and
 - c. outlines how Wellington Water will manage costs within the available budget.
2. This paper updates our previous advice to Council dated 8 May 2023 (Appendix B).

Recommendations

3. Officers recommend that the Council:
 - a. **agree** to the revised three waters capital delivery plan for FY2023/24, budgeted at \$6.664m
 - b. **agree** to carry over the remaining budget from FY2022/23 of \$0.429m into the final budget for FY2023/24, which is included in the \$6.664m.
 - c. **note** anticipated carry forward of \$1.540m noted in May reduced to \$0.429m as expenditure in FY2022/23 with improved delivery performance in May and June, total budget is now \$6.664m in 2023/24 (reducing from \$7.772m in May).
 - d. **note** changes to the FY2023/24 capital delivery plan is due to the resolution made at the Hearings Committee 19 July 2023 to recommend to the Infrastructure and Community Services Committee (and subsequently accepted) to not progress the Memorial Park – New Bore and Pump proposal within the swimming pool grounds.
 - e. **note** the Memorial Park - New Bore and Pump proposal represented \$2.500m (38 percent) of the \$6.664m capital delivery plan, other priority projects will be progressed as a result. The programme changes are shown in Table 1.

- f. **note** Wellington Water will be bringing an alternative option to the Memorial Park - New Bore and Pump proposal that is outside the Memorial Park to the Infrastructure Committee, for comparison and agreement on next steps.
- g. **note** concerns raised by Wellington Water with the age and condition of the existing bore pump at Memorial Park, and the impact on domestic supply pressure and firefighting flow capacity for the Greytown network should it fail.
- h. **note** that in line with agreed policies on transparency and information sharing, this memo will be published on Wellington Water's public website, subject to any redactions consistent with the Local Government Official Information and Meetings Act 1987, once Council has considered and made decisions regarding this advice.

Background

- 4. Previous advice dated 8 May 2023 sought agreement to the FY2023/24 capital delivery plan of \$6.235m and to carry over remaining budget from FY2022/23.
- 5. The initial capital delivery plan comprised of 58 projects; five of which accounted for 84 percent (\$5.260m) of total budget. This included upgrades to the drinking water treatment plant, new bore and pump to be installed within Memorial Park, which made up 38 percent of the total budget (or \$2.500m).
- 6. On the 19th of July 2023 a Hearings Committee was held and submissions to the new bore location proposal were aired. Deliberations of the Hearing Committee concluded that Wellington Water had not included sufficient detail and analysis for the committee to understand the strategic importance of the Memorial Park water treatment plant and requested Wellington Water investigate and present all supply options for Greytown.
- 7. The Hearings Committee recommended to the Infrastructure and Community Services Committee not to progress the proposed recommendation in the Hearings Committee Minutes for the Soldiers' Memorial Park – New Bore and Pump Proposal (bore within the swimming pool baths complex), which was accepted and resolved.

Updates to Capital Delivery Plan since previous advice

- 8. In previous written advice from 8 May, a total budget of \$7.772m requested, including total carry forward of \$1.540m from 2022/23. Since then, higher than anticipated expenditure of \$1.147m for the last two months of FY22/23 has resulted in a smaller carry forward of \$0.429m (and total revised budget of \$6.664m in 2023/24).
- 9. **Table 1** below provides a summary of the key projects and associated revised budget for 2023/24.

(1) Explanation of the higher than anticipated spend in May and June.

Table 1 – Summary of key projects FY2023/24 CDP

Key Projects	Investment Category	FY2023/24 Approved Budget \$	FY2023/24 Revised Plan Budget \$	Commentary on change
Memorial Park WTP Upgrades Stage 3	Level of Service	2,500,000	100,000	Due to new bore consent hearing outcome, project has been placed on hold. Revised plan reflects indicative budget for possible supply options study.
Tauherenikau Pipeline Crossing	Renewal	640,000	20,000	Due to new bore consent hearing outcome and request to provide details of the water strategy, project has been placed on hold. Revised plan reflects costs spent to-date.
Waiohine WTP Stage 2 Treatment system upgrades	Level of Service	-	650,000	Outstanding physical works required to close-out Stage 2 upgrades. Works include addressing the bypass pipe and valve for timber tank, optimising the system chlorine contact arrangement, improving the hydraulics between Greytown reservoir and Boar Bush reservoir. Revised plan reflects total budget required to address all provisional items.
Waiohine WTP Stage 3 Upgrades	Level of Service	-	100,000	Revised plan includes budget to progress the detailed design of the permanent pH dosing system at Waiohine WTP.
FSTN Water Main Renewals	Renewal	-	1,000,000	Opportunity to bring forward construction on the Featherston water main renewals project. Revised plan reflects construction of the Birdwood Street water renewal as well as continuing detailed design on remaining project scope.
FSTN WWTP Consent (alternative disposal)	Level of Service	850,000	850,000	No change.
Donald Street Pump Station Renewal	Renewal	800,000	1,300,000	Revised plan reflects budget required to complete construction on project.
Donald Street Rising Main Renewal	Renewal	-	100,000	Revised plan reflects budget required to complete construction on project.
MTB WWTP Compliance Upgrades	Level of Service	470,000	700,000	Revised plan reflects updated budget forecast required to progress planning and design against compliance delivery plan as well as capitalizable desludging activities.
GTN WWTP Compliance Upgrades	Level of Service	-	550,000	Revised plan reflects updated budget forecast required for capitalizable desludging activities.
WWTP H&S Fencing Upgrades	Level of Service	-	150,000	Revised plan includes budget to progress key priority project. To address the security and safety risks at SWDC WWTPs, preventing public access to settling ponds. Reducing risk of WorkSafe prosecution due to child drownings.
Annually Recurring Projects		975,000	1,105,000	Two additional key treatment plant minor renewal projects added to baseline projects
Total:		6,235,000	6,625,000	

(1) Explanation of the higher than anticipated spend in May and June.

Alignment with LTP Investment Advice

On approval of the recommended updated Capital Delivery Plan for FY23/24 Wellington Water will move to align the key projects to the LTP work currently being developed so that there is a seamless alignment with FY23/24 and FY24/25, the first year of the LTP2024/34.

Next steps

- Wellington Water with direction from SWDC to deliver the capital delivery plan outlined in this paper.
- Wellington Water will be bringing an alternative option to the Memorial Park - New Bore and Pump proposal that is outside the Memorial Park to the Infrastructure Committee, for comparison and agreement on next steps.

Appendix A – Summary of proposed expenditure for FY2023/24 by water and LGA classification (\$)

Water	Investment Category	FY2023/24 Approved Budget (\$)	FY2023/24 Revised Plan Budgeted (\$)
Drinking Water	Growth	60,000	-
	Level of Service	640,000	1,180,000
	Renewal	735,000	1,280,000
Total Drinking Water		1,435,000	2,460,000
Stormwater	Growth	30,000	-
	Level of Service	-	90,000
	Renewal	50,000	40,000
Total Stormwater		80,000	130,000
Wastewater	Growth	30,000	-
	Level of Service	1,550,000	2,310,000
	Renewal	3,140,000	1,725,000
Total Wastewater		4,720,000	4,035,000
Grand Total		6,235,000	6,625,000

Appendix B – 8 May 2023 Advice to SWDC Regarding Three Waters Capital Delivery Plan for the Financial Years 2023/24

(1) Explanation of the higher than anticipated spend in May and June.

Appendix C – Revised Budget for FY2023/24 by Water, LGA Classification (\$)

Water	LGA Classification	Project Name	Budget FY2023/24	Revised Budget FY2023/24	Proposed Change
Drinking Water	Renewal	FSTN Water Main Renewals package 2	\$100,000	\$1,000,000	900,000
Drinking Water	Renewal	Tauherenikau Pipeline Crossing	\$640,000	\$20,000	(620,000)
Drinking Water	Renewal	SWDC Reservoir VHCA Water Quality Renewals	\$50,000	\$50,000	0
Drinking Water	Renewal	Martinborough WTP Reactive Renewals	\$25,000	\$25,000	0
Drinking Water	Renewal	Waiohine WTP Reactive Renewals	\$25,000	\$25,000	0
Drinking Water	Renewal	FSTN PW Reactive Renewals	\$20,000	\$20,000	0
Drinking Water	Renewal	GTN PW Reactive Renewals	\$20,000	\$20,000	0
Drinking Water	Renewal	MTB PW Reactive Renewals	\$20,000	\$20,000	0
Drinking Water	Renewal	SWDC-PW-VHCA Pipe Renewal Programme	\$10,000	\$10,000	0
Drinking Water	Renewal	Memorial Park WTP Reactive Renewals	\$10,000	\$10,000	0
Drinking Water	Renewal	Pirinoa WTP Reactive Renewals	\$10,000	\$10,000	0
Drinking Water	Renewal	SWDC FSTN DW Control Systems Reactive Renewals	\$10,000	\$10,000	0
Drinking Water	Renewal	SWDC GTN DW Control Systems Reactive Renewals	\$10,000	\$10,000	0
Drinking Water	Renewal	SWDC MTB DW Control Systems Reactive Renewals	\$10,000	\$10,000	0
Drinking Water	Renewal	SWDC PW Basestation establishment	\$0	\$40,000	40,000
Drinking Water	Level of Service	GTN Memorial Park WTP Upgrades - Stage 3	\$2,500,000	\$100,000	(2,400,000)
Drinking Water	Level of Service	Waiohine WTP Stage 2 Treatment System Upgrades	\$150,000	\$650,000	500,000
Drinking Water	Level of Service	Pirinoa Filtration System upgrade	0	\$120,000	120,000
Drinking Water	Level of Service	FSTN Waiohine WTP Stage 3 upgrades	\$150,000	\$100,000	(50,000)
Drinking Water	Level of Service	Reservoir Water Quality Improvements - Reactive	\$35,000	\$35,000	0

Drinking Water	Level of Service	FSTN Water Modelling	\$30,000	\$30,000	0
Drinking Water	Level of Service	SWDC-CPX-GTN Water Modelling	\$30,000	\$30,000	0
Drinking Water	Level of Service	SWDC-CPX-MTB Water Modelling	\$30,000	\$30,000	0
Drinking Water	Level of Service	Greytown - Humphries Street - PRV Upgrade	\$20,000	\$20,000	0
Drinking Water	Level of Service	Waiohine WTP Wellfield - water security improvements	\$20,000	\$20,000	0
Drinking Water	Level of Service	Featherston - Smart Meters/Universal Metering	\$10,000	\$10,000	0
Drinking Water	Level of Service	Greytown - Smart Meters/Universal Metering	\$10,000	\$10,000	0
Drinking Water	Level of Service	Martinborough - Smart Meters/Universal Metering	\$10,000	\$10,000	0
Drinking Water	Level of Service	Resource Consent for Martinborough water take	\$10,000	\$10,000	0
Drinking Water	Level of Service	Resource Consent for Pirinoa water take	\$5,000	\$5,000	0
Drinking Water	Level of Service	Filtration installed at Waiohine WTP	\$0	\$0	0
Drinking Water	Level of Service	Greytown reservoir - Bypass pipeline	\$0	\$0	0
Drinking Water	Level of Service	Martinborough Wellfield - water security improvements	\$0	\$0	0
Drinking Water	Level of Service	Memorial Park Wellfield - water security improvements	\$0	\$0	0
Drinking Water	Level of Service	SWDC Authorised Tanker Fill Points	\$0	\$0	0
Stormwater	Renewal	FSTN SW Reactive Renewals	\$10,000	\$10,000	0
Stormwater	Renewal	GTN SW Reactive Renewals	\$10,000	\$10,000	0
Stormwater	Renewal	MTB SW Reactive Renewals	\$10,000	\$10,000	0
Stormwater	Renewal	SWDC-SW-VHCA Pipe Renewal Programme	\$10,000	\$10,000	0
Stormwater	Level of Service	Capital Carbon Modelling	\$0	\$0	0
Stormwater	Level of Service	FSTN SW Modelling	\$10,000	\$10,000	0
Stormwater	Level of Service	MTB SW Modelling	\$10,000	\$10,000	0
Stormwater	Level of Service	SWDC Stormwater Modelling and Flood Mapping	\$0	\$0	0

(1) Explanation of the higher than anticipated spend in May and June.

Stormwater	Level of Service	SWDC-CPX-GTN Stormwater Modelling	\$10,000	\$10,000	0
Stormwater	Level of Service	FSTN Global SW Consent	\$20,000	\$20,000	0
Stormwater	Level of Service	GTN Global SW Consent	\$20,000	\$20,000	0
Stormwater	Level of Service	SWDC-CPX-MTB Global SW Consent	\$20,000	\$20,000	0
Wastewater	Renewal	FSTN Donald Street Pump Station Upgrade	\$800,000	\$1,300,000	500,000
Wastewater	Renewal	Donald Street WWPS Rising Main Renewal	\$870,000	\$50,000	(820,000)
Wastewater	Renewal	SWDC WW Base station establishment	\$0	\$40,000	40,000
Wastewater	Renewal	Lake Ferry WWTP Reconsenting	\$75,000	\$75,000	0
Wastewater	Renewal	FSTN Featherston WWTP Reactive Renewals	\$25,000	\$25,000	0
Wastewater	Renewal	FSTN Lake Ferry WWTP Reactive Renewals	\$25,000	\$25,000	0
Wastewater	Renewal	GTN Greytown WWTP Reactive Renewals	\$25,000	\$25,000	0
Wastewater	Renewal	MTB Martinborough WWTP Reactive Renewals	\$25,000	\$25,000	0
Wastewater	Renewal	FSTN WW Reactive Renewals	\$20,000	\$20,000	0
Wastewater	Renewal	GTN WW Reactive Renewals	\$20,000	\$20,000	0
Wastewater	Renewal	MTB WW Reactive Renewals	\$20,000	\$20,000	0
Wastewater	Renewal	FSTN WW Pump Station Reactive Renewals	\$20,000	\$20,000	0
Wastewater	Renewal	GTN WW Pump Station Reactive Renewals	\$20,000	\$20,000	0
Wastewater	Renewal	SWDC-CPX-FSTN Lake Ferry WWPS Reactive Renewals	\$20,000	\$20,000	0
Wastewater	Renewal	SWDC-WW-VHCA Pipe Renewal Programme	\$10,000	\$10,000	0
Wastewater	Renewal	FSTN WW Control Systems Reactive Renewals	\$10,000	\$10,000	0
Wastewater	Renewal	GTN WW Control Systems Reactive Renewals	\$10,000	\$10,000	0
Wastewater	Renewal	MTB WW Control Systems Reactive Renewals	\$10,000	\$10,000	0
Wastewater	Level of Service	FTSN WWTP Consent (alternative disposal systems FTSN)	\$850,000	\$850,000	0

(1) Explanation of the higher than anticipated spend in May and June.

Wastewater	Level of Service	MTB WWTP Compliance	\$477,000	\$700,000	223,000
Wastewater	Level of Service	Greytown WWTP Compliance	\$110,000	\$550,000	440,000
Wastewater	Level of Service	WWTP - Health and Safety (H&S) upgrades - Fencing/security upgrades	\$150,000	\$150,000	0
Wastewater	Level of Service	WWTP - Generator readiness	\$20,000	\$20,000	0
Wastewater	Level of Service	FSTN WW Modelling	\$10,000	\$10,000	0
Wastewater	Level of Service	GTN WW Modelling	\$10,000	\$10,000	0
Wastewater	Level of Service	MTB WW Modelling	\$10,000	\$10,000	0
Wastewater	Level of Service	Lake Ferry WWTP Compliance Upgrades	\$30,000	\$10,000	(20,000)
Wastewater	Level of Service	Resource consent wet weather wastewater network overflows	\$0	\$0	0
Wastewater	Growth	GTN Papawai Road wastewater upgrade stage 2	\$0	\$0	0
Total:			\$7,772,000	\$6,625,000	(1,147,000)

(1) Explanation of the higher than anticipated spend in May and June.

Draft Carterton and South Wairarapa interim Speed Management Plan

1. Purpose

The purpose of this report is to provide Council with further information on specific areas of the draft interim Speed Management Plan as requested at the hearings and deliberation meeting held on 16 August 2023.

2. Executive Summary

The way speed management is being done throughout New Zealand is changing. This means that decisions on speed management will be able to be made at a more localised level in the future.

Effective speed management is more than just setting speed limits, it is also about infrastructure and road design. This draft interim plan will help us transition from the way we have set speed limits in the past, to a new, more flexible approach that better acknowledges the local conditions and the surrounding environment. The interim implementation budgets allow for signage and marking upgrades. Infrastructure upgrades will be implemented with future LTP budgets and are not included in current approved budgets.

Rather than looking at speed limit changes on a street-by-street basis, this interim Speed Management Plan establishes speed reviews around schools, marae and takes full account of feedback from the public consultation process, feedback in past Annual and Long-Term Plans as well as resident requests.

3. Recommendations

Officers recommend that the *Council*:

1. Receive the *Draft Carterton and South Wairarapa interim Speed Management Plan* Report.
2. Receive Officers supported changes to the Interim Speed Management Plan and agree to proceed with the following amendments:
 - a) Remove Underhill Road from the interim Speed Management Plan to allow for further investigation to be carried out in the proximity of the sports complex.
 - b) Amend Donald Street from recommended 30km/hr to 60km/hr.

- c) Remove Papawai Road, Tilsons Road and Hecklers Road proposed speed reduction from the interim Speed Management Plan.
 - d) Remove Ponatahi Road (170m northwest of Johns Way to the boundary with Carterton District Council) and Riverside Road proposed speed reduction from the interim Speed Management Plan.
 - e) Include all unsealed gravel roads into the schedule of proposed speed limit changes with a recommended speed limit of 80km/hr.
3. Adopts the sections relating to South Wairarapa District Council roading network in the draft Carterton and South Wairarapa interim Speed Management Plan following updates to reflect decisions in item 2 above.
 4. Delegates authority to the Chief Executive to approve minor proofing corrections prior to publication and submissions to Waka Kotahi.

4. Background

South Wairarapa District Council was required to consult on the Draft Carterton and South Wairarapa interim Speed Management Plan. The Speed Management Plan consultation followed the Special Consultative Procedure as prescribed in Section 83 of the Local Government Act 2002, and the expectations under the Land Transport Rule: Setting of Speed Limits 2022.

The outcome of this consultation has been considered and incorporated in the discussion below.

5. Prioritization

5.1 Tangata whenua considerations

Officers will consult with the Māori Standing Committee, on the preferences of iwi and marae and their feedback will be incorporated into the final Interim Speed Management plan.

5.2 Long Term Plan alignment

- Social Well Being where residents are active, healthy, safe, resilient, optimistic, and connected is a community outcome in the Council Strategic Frameworks.
- Road to Zero programme is outlined and funded through Waka Kotahi Low-Cost Low Risk subsidised roading programme and is funded through the 2021/24 Long Term Plan
- ☐ Spatial Plan
- ☒ Long Term Plan
- ☒ Annual Plan

6. Discussion

Following the hearings the following needed clarification:

1. Schools

Under the Land Transport Rule, Setting of Speed Limits 2022, Council is required by law to have reduced the speed limits in the vicinity of schools to a maximum of 30km/h in urban areas and 60km/h in rural areas by 2027. In the Consultation Draft Speed Management Plan, we proposed permanent speed limit changes where schools are located on no-exit roads or within residential neighbourhoods. For schools that are on through roads with higher speed limits, we proposed utilising variable speed limits.

The interim Plan recommended that speed outside urban schools be 30km/h and rural schools be 60km/hr, which officers still support.

For urban schools on through roads this 30km/hr speed limit will be supported with flashing 30km during drop off and pick up. Installation of these flashing signs will be subject to budget availability.

For rural schools a 30km speed limit will apply during drop off and pick up. Installation of these flashing signs will be a priority.

The recommended safe speed for most residential areas is 30km/h, considering the high foot traffic and presence of vulnerable individuals. By reducing the speed limit throughout the entire school catchment area, including the immediate vicinity of the school, we can create a safer environment for students and residents alike. This comprehensive approach not only maximizes the impact on safety but also proves to be more cost-effective in the long run.

2. Coastal Settlements

There are several small coastal settlements along the Palliser Coast including Lake Ferry Settlement.

These are predominantly holiday settlements where there is multi modal use including heavy pedestrian traffic throughout the year.

The interim Speed management plan recommends the speed be reduced to 30km/h on:

- **Te Miha Crescent**
- **Ben Avon Grove**
- **Managtoetoe Grove**
- **Hemi Street, Seaview Avenue and Tilson Avenue being Ngawi Village Lake Ferry Road from 2.48km southwest of Cape Palliser Road to the end of the road. (Lake Ferry Settlement).**

The above proposals as 30km/hr officers still support.

3. Featherston

Western Lake Road and Cundys Road

The interim Speed Management Plan recommended 60km/hr from Moore Street to 200metres south of the railway crossing. Also intersecting with Western Lake Road within this section is Cundys Road which intersects in the proximity of the cemetery.

The above proposed as 60km/hr officers still support.

Underhill Road

Further investigation around the sports complex was requested to be undertaken. Until this study is completed the adjustments to Underhill Road are deferred and will be included in the final Speed Management Plan.

Officers support the deferral of Underhill Road.

Donald Street

The interim Speed Management Plan recommends 30km/hr while stating the safe and appropriate speed is 60km/hr.

Donald Street has had several subdivisions over a number of years and is a walking route for residents, along with the function centre being on the corner of State Highway 53.

The changing of the proposed speed from 30km/hr to 60km/hr is supported by officers.

4. Greytown

Hawke Street, Wilkie Street Wood Street (between 125m northwest of Mole Street to the end of Wood Street), Kuratawhiti Street (between 185m southeast of Hawke Street to the end of Kuratawhiti Street).

The interim Plan recommended that speed 60km/h which officers still support and include Humphries Street from Woodside Road to Wilkie Street as unsealed section matching Wilkie Street characteristics.

Papawai Road, Tilsons Road and Hecklers Road.

Submission from JRs Orchards was against the lowering of the speed limit to 60km/hr.

Officers support the removal of Papawai, Tilsons and Hecklers Roads from the Interim Speed Management Plan.

5. Martinborough

Cambridge Street, Cork Street, Kanas Street, Memorial Square, Ohio Street, Texas Street and Jellicoe Street (Memorial Square to Naples Street)

The interim Plan recommends 30km/hr due to high pedestrian traffic and the activity nature of this area.

The above proposals as 30km/hr officers still support.

Haungarua Road, Puruatanga Road, Ponatahi Road (Nelsons Road to 105metres northeast of Johns Way) Princess Street (50metres northeast of New York Street and Nelsons Road)

The interim Plan recommends 60km/hr due to vineyard activities of this area.

The above proposals as 60km/hr officers still support.

Nelsons Road

The interim Plan recommends 40km/hr due to the location is at the intersection of Ponatahi and Haungarua Roads. It is a short dead-end street which a number of small business access.

The above proposal as 40km/hr officers still support.

Jellicoe Street (Naples street to Ferry Road)

The interim Plan recommends 50km/hr from Naples Street to Ferry Road. The change from the status quo is to extend 50km/hr for Burgundy Drive to Ferry Road reflecting the urban area.

Jellicoe Street (Ferry Road to Lake Ferry/White Rock Road)

The interim Plan recommends 60km/hr from Ferry Road to White Rock Road.

The above proposal as 50 and 60 km/hr officers still support.

Campbell Drive

The interim Plan recommends 40km/hr from Jellicoe Street to end of the Drive. Campbell drive is no exit and accesses residential properties.

The above proposal as 40km/hr officers still support.

6. Rural Roads

Lake Ferry Road

The interim Plan recommends 80km/hr from White Rock Road to Martinborough Transport as a transition from 100km/hr to 60km/hr on Jellicoe Street.

The above proposal as 40km/hr officers still support.

Cape Palliser Road

The interim Plan recommends the following:

- Lake Ferry Road to 5.51km south of Whangaimoana Beach Road 80km/hr
- 5.51km south of Whangaimoana Beach Road to 0.1km south of Te Miha Crescent 60km/hr
- 0.1km south of Te Miha Crescent to 250m northwest of Tilson Avenue 80km/hr
- 250m northwest of Tilson Avenue to 105m south of Seaview Avenue 30km/hr
- 105m south of Seaview Avenue to 100m south of Ben Avon Grove 80km/hr
- 100m south of Ben Avon Grove to end of Cape Palliser Road 60km/hr.

Cape Palliser Road is a Special Purpose Road with a high percentage of tourists, with many spots for photographic and stopping opportunities.

The above proposals officers still support.

Whangaimoana Beach Road

The interim plan recommends 60km/hr from Cape Palliser Road to end of Road

The above proposal as 60km/hr officers still support.

Western Lake Road.

The interim plan recommends 60km/hr between 6.46km south of Cross Creek Road to 8.47km northwest of East-West Access Road.

The above proposal as 60km/hr officers still support.

Ponatahi Road

The interim Plan recommends 80km/hr between 170m northwest of Johns Way to the boundary with Carterton District Council.

Following the hearings against the proposal and in collaboration with Carterton District Council it is recommended Ponatahi Road remains at 100km/hr.. Carterton District Council is not proposing changes to the Kokotau Road and Ponatahi Road route.

Officers support the removal of Ponatahi Road (170m northwest of Johns Way to the boundary with Carterton District Council) and Riverside Road from the Interim Speed Management Plan.

Unsealed rural gravel roads.

During the hearings presenters voiced concerns that 100km/hr for unsealed rural gravel roads was unsafe.

As an addition to the interim speed management plan The Hearing Committee resolved to set a proposed speed limit of 70km/hr for all unsealed rural gravel roads.

The safe and appropriate speed on unsealed rural gravel roads in 60km/hr.

Carterton District Council is recommending a proposed speed of 80km/hr.

Officers support the reduction of speed on unsealed rural gravel roads as identified in Appendix 1 and recommend a speed of 80km/hr on all unsealed gravel roads to have consistency across the lower Wairarapa.

7. Speed Management Plans

A speed management plan is a state highway, regional or local (territorial authority) plan that outlines a ten-year vision and a three-year implementation plan for a whole of network approach to speed management. It should address safe and appropriate speed limits, infrastructure, and speed cameras.

It provides detailed information on the concept, content, process, and roles and responsibilities for developing a speed management plan in accordance with the Setting of Speed Limits Rule. It also provides a simple template to support the submission of speed management plans for certification.

8. Variations

Road Controlling Authorities may wish to prepare a variation to their speed management plan outside of the three-year planning cycle, with the approval of the Director of Land Transport.

7. Strategic Drivers and Legislative Requirements

7.1 Policy implications Land Transport Rule:

Setting of Speed Limits 2022 The Land Transport Rule: Setting of Speed Limits 2022 (the Rule) replaces the Land Transport Rule: Setting of Speed Limits 2017, which required speed limits to be set through bylaws. The new Rule makes the setting of speed limits more efficient for RCAs by enabling a network approach rather than a piecemeal, road-by-road approach. This will improve speed management planning and consultation.

The Rule requires Road Controlling Authorities to prepare speed management plans that establish a 10-year vision and three-year action plan to implement safe and appropriate speed limits and associated speed management activities. It empowers RCAs to set speed limits for roads in their jurisdictions, while also encouraging regional coordination. The Rule also sets out requirements when setting speed limits.

appropriate speed limits, the speed management plan development process, and the finalisation and implementation of plans. The speed management planning process is expected to be transparent and encourage widespread participation in the consultation process, so stakeholders and communities understand the full picture.

8. Partnerships

Waka Kotahi is working in partnership with local government and the wider safety sector to implement the right mix of safety solutions for each region. If we are to

achieve our vision of an Aotearoa where no one is killed or seriously injured on our roads, we need to create a safe transport system; one that recognises humans make mistakes and is designed so that these mistakes do not need to cost us our lives.

9. Financial Considerations

	Yes/No/NA	Commentary
Inclusion in the AP/LTP? (if no provide commentary)	Yes	Road to Zero funding under Waka Kotahi Low-Cost Low Risk activity
Confirmed cost code (provide commentary on what budgeted and any variance)	Yes	21/24 LTP budget includes. \$257K local Roads \$200K Special Purpose Road
Cost code owner	Yes	Land Transport
Manage responsible/delegations	Yes	Roading manager
OPEX or CAPEX	Yes	CAPEX
Consider/endorsed by ELT	No	
Procurement process	Yes	Ruamahanga Roads network Maintenance contract

10. Appendices

Appendix 1 Unsealed Gravel Roads

Appendix 2 Draft Carterton and South Wairarapa Interim Speed Management Plan.

Appendix 3 SWDC SMP technical Report

Contact Officer: Tim Langley, Rooding Manager

Reviewed By: Stefan Corbett, General Manager Partnership and Operations

Appendix 1 – Unsealed Rural Gravel Roads

Unsealed Rural Gravel Roads				
Name	Start	End	Start Name	End Name
AHIKOUKA RD	1138	1469	END OF SEAL	GATE FN 2426
ALGIES RD	0	731	UNDERHILL RD	RAILWAY GATE
BACKWATER RD	0	1830	STATE HIGHWAY 53	GATE ACROSS RD ALPINE...
BACKWATER ROAD EAST LEG	0	515	BACKWATER RD	END
BARTONS RD	45	237	END SEAL	GATE
BEACH RD	0	1485	WESTERN LAKE NO. 2 RD	BEACH
BICKNELLS RD	45	915	END SEAL	GATEWAY OLD COW SHED
BIDWILLS RD	20	424	END SEAL	GATE
BIRCH HILL RD	0	284	WHITE ROCK NO. 1 RD	2ND BRIDGE ABUT
BLUE ROCK RD	0	5134	FN 2804	RUAKOKOPUTUNA RD
BOAR BUSH GULLY RD	223	321	CATTLESTOP END OF SEAL	GATE/CATTLESTOP
BOAR BUSH GULLY RD	321	954	GATE/CATTLES TOP	PADLOCKED GATE
BUCKS RD	287	2315	END OF SEAL	CATTLESTOP FOREST PARK
BUICKS RD	215	1081	END OF SEAL	GATE FN 2291
BUSH GULLY RD	1546	2909	END OF SEAL	START OF SEAL
CANNOCK RD	61	3387	END OF SEAL	START OF SEAL
CANNOCK RD	3478	3825	END OF SEAL	START OF SEAL
CANNOCK RD	4159	5352	END OF SEAL	END GATE
CANNOCK RD	5352	6942	END GATE	END ROAD
CAPE PALLISER RD	34847	37684	END OF SEAL	GATE POSTS
CAPE RIVER RD	0	2505	WHITE ROCK NO. 3 RD	1ST ABUT
CAPE RIVER RD	2505	4725	1ST ABUT	GATE
CAPE RIVER RD (STH BRANCH)	0	31	WHITE ROCK NO. 3 RD	CAPE RIVER RD
CHISHAMS RD	0	907	LAKE FERRY ROAD	GATE
CLARKS RD	0	983	KAHUTARA RD	TANK
CLAY CREEK RD	0	1400	HAURANGI NO. 1 RD	CATTLESTOP FN 2820
CROSS CREEK RD	40	1035	END SEAL	GATE PRIVATE PROPERTY

CUNDYS RD	0	569	WESTERN LAKE ROAD	ROAD NARROWS
CUNDYS RD	569	630	ROAD NARROWS	ROAD END
DONALD ST	959	1638	END OF SEAL	LONGWOOD RD WEST
DONALDS RD	0	835	ASHBYS LINE	RIVERBED
DRY RIVER NO. 2 RD	0	1592	LIME WORKS ENT LHS	FN 2804
DUDDINGS LINE	39	1620	END SEAL	PHILLIPS LINE
FENWICKS LINE	45	3056	END OF SEAL	PHILLIPS LINE
GEORGES RD	370	1886	END OF SEAL	GATE ACROSS RD
GLENDHU RD	0	447	PAHAOA RD	GLENDHU STATION GATE
GLENDRYNEOCH RD	0	1545	PAHAOA RD	LAST HOUSE FN 2877
GLENDRYNEOCH RD	1545	2304	LAST HOUSE FN 2877	CATTLE YARDS GATE
GLENMORVEN RD	68	2226	END OF SEAL	LAST HOUSE
GLENMORVEN RD	2226	2826	LAST HOUSE	END
GREENS RD	0	229	STATE HIGHWAY 2	FN 2009
GREYTOWN-WOODSIDE RD	3770	4074	END OF SEAL	UNDER HILL RD
HARRIS ROAD NORTH	40	1247	END SEAL	GATE
HAURANGI NO. 1 RD	0	1691	BLUE ROCK RD	START OF SEAL
HAURANGI NO. 1 RD	1986	2759	END OF SEAL	START OF SEAL
HAURANGI NO. 1 RD	2851	3193	END OF SEAL	CLAY CREEK RD
HAURANGI NO. 2 RD	0	3092	CLAY CREEK RD	CATTLESTOP
HAURANGI NO. 2 RD	3092	4860	CATTLESTOP	CATTLESTOP
HAURANGI NO. 2 RD	4860	7039	CATTLESTOP	CATTLESTOP
HAURANGI NO. 2 RD	7039	9506	CATTLESTOP	GATE
HAURANGI NO. 2 RD	9506	11530	GATE	CATTLESTOP
HAURANGI NO. 2 RD	11530	12100	CATTLESTOP	WAIKUKU LODGE ENT FN 2824
HAWKE ST	0	621	KURATAWHITI STREET	WOOD STREET
HECKLERS RD	40	282	END SEAL	GATE
HIKAWERA RD	0	2106	HINAKURA RD	GATE
HIKINUI RD	1546	3012	END OF SEAL	END
HINEKURA RD	21814	23274	END OF SEAL	START OF SEAL
HODDERS RD	0	400	MURPHYS LINE	HOUSE ENT
HUMES RD	0	1001	YERONGA RD	CATTLESTOP GATE
HUMPHRIES ST	1326	1518	END OF SEAL	WILKIE ST
JUDDS RD	45	2028	END SEAL	GATE BOGGY CREEK
KAIWAKA RD	59	4210	END OF SEAL	FN 2762/FN 2763
KEMPTONS LINE	1556	2562	END OF SEAL	START OF SEAL

KUMENGA RD	0	1605	EAST WEST ACCESS RD EAST	CATTLESTOP FN 2330
KURATAWHITI ST	2112	2994	END OF SEAL	END OF ROAD
LAGOON HILL RD	0	901	WHITE ROCK NO. 2 RD	CATTLESTOP
LAKE FERRY RD	33879	34243	END OF SEAL	BEACH CAR PARK
LONGWOOD RD WEST	0	425	MURPHYS LINE	DONALDS STREET
LONGWOOD RD WEST	425	2182	DONALDS STREET	VILES RD
MAHAKI RD	0	3391	LAKE FERRY ROAD	GATE
MARAMAMAU RD	40	1084	END SEAL	GATE FN 2250
MCIVORS RD	0	204	MURPHYS LINE	LAST POWER POLE
MOERAKI RD	86	2848	END OF SEAL	SEAL JOIN
MOERAKI RD	3096	6092	END OF SEAL	NGAKONUI 2ND ABUT
MOIKI RD	468	834	END SEAL	START SEAL
MOIKI RD	962	1220	END SEAL	START SEAL
MOIKI RD	1485	2119	END SEAL	GATE
MOROA ROAD	882	4607	END SEAL	START SEAL
NGAKONUI RD	0	4419	1ST ABUT NGAKONUI BRIDGE	SUMMER HILL RD
NGAPOTIKI RD	90	2331	END OF SEAL	GATE NGAPOTIKI STATION
OYSTERSHELL RD	0	326	HINAKURA ROAD	2ND ABUT
PAHAOA RD	486	12370	END OF SEAL	GLENDHU RD
PAHAOA RD	12370	14564	GLENDHU RD	CATTLESTOP GATE
PAPATAHI RD	40	627	END SEAL	GATE
PARERA RD	40	8129	END SEAL	ROAD ENDS AT GATE
PARUWAI RD	0	2110	CATTLESTOP RANGE RD	PARUWAI RD STH LHS
PARUWAI RD	2110	2849	PARUWAI RD STH LHS	GATE (WHITE HOUSE)
PARUWAI RD (STH)	0	317	PARUWAI RD	GATE
PHARAZYNs RD	0	2336	PHILLIPS LINE	GATE
PHILLIPS LINE	0	2377	BATTERSEA RD	PHARAZYNs RD
PHILLIPS LINE	2377	3149	PHARAZYNs RD	DUDDINGS LINE
PHILLIPS LINE	3149	4829	DUDDINGS LINE	START OF SEAL
POUAWHA RD	66	838	END SEAL	START OF SEAL
POUAWHA RD	1003	4245	END OF SEAL	GATE COW SHED
PUKIO EAST RD	0	1520	LAKE FERRY ROAD	HOUSE ENTRANCE

PUKIO WEST RD	238	2630	END OF SEAL	START OF SEAL
RAHO RURU RD	0	2175	LAKE FERRY ROAD	GATE
RANGE RD	210	4611	END OF SEAL	CATTLESTOP
RIVERSIDE RD	0	4297	PONATAHI RD	CATTLESTOP STATION BUSH
RUAKOKOPUTUNA RD	36	1140	END SEAL	START OF SEAL
RUAKOKOPUTUNA RD	2460	2960	END OF SEAL	START OF SEAL
RUAKOKOPUTUNA RD	3190	4069	END OF SEAL	START OF SEAL
RUAKOKOPUTUNA RD	4939	5263	END OF SEAL	BLUE ROCK RD
SETTLEMENT ROAD	0	737	BATTERSEA ROAD	END
SHOOTING BUTTS RD	1200	3005	END OF SEAL	WHITE ROCK ROAD
SOUTHDOWN DR	0	1487	SUTHERLAND DRIVE	GATE
SUMMERHILL RD	0	3107	WAINUIORU RD	CATTLESTOP
SUTHERLAND DR	49	531	SEAL END	SOUTHDOWN RD
SUTHERLAND DR	531	762	SOUTHDOWN RD	AHEARN LANE
SUTHERLAND DR	762	941	AHEARN LANE	KELLYS STREAM LANE
SUTHERLAND DR	941	2050	KELLYS STREAM LANE	END
TAUHERENIKAU DIV. RD	53	2874	END SEAL	GATE FN 2232
TE AWAITI RD	1761	2355	END OF SEAL	CATTLESTOP
TE AWAITI RD	2355	5615	CATTLESTOP	START OF SEAL
TE AWAITI RD	5871	6984	END OF SEAL	GATE PAST BRIDGE
TE HOPAI RD	0	2432	EAST WEST ACCESS RD EAST	PUMP SHED
TE MUNA RD	4706	6584	SEAL END	SEAL START
TE RATA RD	0	213	WHAKTOMOT OMO RD	START OF SEAL
TE RATA RD	316	1347	END OF SEAL	CATTLESTOP
TE RATA RD	1347	2395	CATTLESTOP	PICKET GATE FN 2678
TILSONS RD	45	1945	END SEAL	GATE LAST HOUSE
TORA FARM SETT RD	140	1430	END OF SEAL	START OF SEAL
TORA FARM SETT RD	1630	4401	END OF SEAL	GATE FN 2785
TORA RD	4146	4512	END OF SEAL	START OF SEAL
TORA RD	4684	13039	END OF SEAL	START OF SEAL
UNDERHILL RD	0	3126	GREYTOWN WOODSIDE RD	COW SHED FN 2366
UNDERHILL RD (EXTENSION @ WAKEFIELD	2530	2994	END OF SEAL	ALGIES RD

UNDERHILL RD (EXTENSION @ WAKEFIELD	2994	3970	ALGIES RD	START OF SEAL
UNDERHILL RD (EXTENSION @ WAKEFIELD	4008	4757	END OF SEAL	GATE AT RIVER
WAINUIORU RD	0	4424	SUMMERHILL RD	DISTRICT BOUNDARY
WAIOHINE RD	0	3487	GREYTOWN-WOODSIDE RD	GATE FN 2369
WAIRIO RD	0	3002	KAHUTARA RD	ROAD ENDS AT GATE
WARRENS RD	26	369	END OF SEAL	CATTLESTOP
WESTERN BAY RD	0	3418	WHAREKAUHA U RD	RIMUTAKA FOREST PARK SIGN
WHAKARUA RD	75	3854	END OF SEAL	GATE
WHAKATOMOTOMO RD	56	1644	END OF SEAL	TE RATA RD
WHAKATOMOTOMO RD	1644	5969	TE RATA RD	FN 2675
WHAKATOMOTOMO RD	5969	7221	FN 2675	GATE
WHANGAIMOANA BEACH RD	299	599	END SEAL	SEAL START
WHANGAIMOANA BEACH RD	921	1066	END SEAL	BEACH HIGH TIDE
WHAREKAUHAU RD	0	946	WESTERN LAKE RD	CATTLESTOP
WHAREROTO RD	0	1884	KAHUTARA RD	GATE FN 2314B
WHITE ROCK RD	30019	32666	END OF SEAL	CATTLESTOP
WHITE ROCK RD	32666	33804	CATTLESTOP	CATTLESTOP
WHITE ROCK RD	33804	37476	CATTLESTOP	CATTLESTOP
WHITE ROCK RD	37476	38565	CATTLESTOP	CAPE RIVER RD
WHITE ROCK RD	38565	39591	CAPE RIVER RD	CATTLESTOP RIVERSDALE STN
WHITE ROCK RD	39591	42375	CATTLESTOP RIVERSDALE STN	CATTLESTOP
WHITE ROCK RD	42375	44289	CATTLESTOP	CATTLESTOP/START OF SEAL
WHITE ROCK RD	44851	45491	END OF SEAL	CATTLESTOP
WHITE ROCK RD	45491	47631	CATTLESTOP	START OF SEAL
WHITE ROCK RD	47916	50645	CATTLESTOP WHITE ROCK STN	CATTLESTOP
WHITE ROCK RD	50645	53998	CATTLESTOP	START OF SEAL
WILKIE STREET	0	179	HUMPRIES STREET	START OF SEAL
YERONGA RD	0	840	LAKE FERRY ROAD	HUMES ROAD
YERONGA RD	840	2905	HUMES ROAD	CATTLESTOP

Appendix 2 – Draft Carterton and South Wairarapa Interim Speed Management Plan



Interim Speed Management Plan

Prepared for

Carterton District Council and South Wairarapa District Council

Prepared by

Tonkin & Taylor Ltd

Date

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Appendix A : List of Schools in Carterton and South Wairarapa Districts

Appendix B : Review of Carterton and South Wairarapa District Crash History

Appendix C : Existing speed limits

Appendix D : Safe and appropriate speed limits criteria

Draft

Executive summary

Tonkin + Taylor has been commissioned by South Wairarapa District Council to prepare an Interim Speed Management Plan (ISMP) for Carterton and South Wairarapa Districts. The ISMP for Carterton District Council (CDC) and South Wairarapa District Council (SWDC) follows the Waka Kotahi NZ Transport Agency (Waka Kotahi) Speed Management Guide and will provide an implementation plan related to safer speeds in Carterton and South Wairarapa Districts. The development of a full speed management plan will start in early 2023 for the 2024-2027 National Land Transport Planning (NLTP) cycle.

The Interim Speed Management Plan comprises a report including the following information:

- Strategic context including Land Transport Rule: Setting of Speed Limits 2022 (which came into effect on 19 May 2022), Government Policy Statement on Land Transport, Vision Zero, Road to Zero Strategy 2020-2030 and One Network Framework.
- Description of previous work related to speed management in Carterton and South Wairarapa Districts especially around school safety programmes.
- Proposed speed management approach including principles and priorities to guide the application of speed management.
- Maps of proposed changes to speed limits for both districts and details for the urban areas within each district.
- Descriptions of proposed changes for urban areas and townships.
- Steps to implement the Speed Management Plan including engagement.

The appendix includes the following:

- Appendix A is a list of schools in both districts.
- Appendix B is a review of crashes in both districts.
- Appendix C is the criteria for selecting a different speed limit within the range based on One Network Framework Categories.
- Appendix D contains details of crashes on local roads reported to Crash Analysis System (CAS) in both districts over the ten-year period of 2012-2021.

1 Purpose of this Document

The purpose of this document is to take the information provided in Waka Kotahi NZ Transport Agency Speed Management Guide and create an implementation plan related to safer speeds in Carterton and South Wairarapa districts.



Figure 1.1: Location of Carterton District and South Wairarapa District

New Zealand's Road Safety Strategy 2020-2030 "Road to Zero" establishes a vision that no death or serious injury is acceptable while travelling on New Zealand roads.

Road safety risk can be reduced by investigating and funding infrastructure improvements to make a road safer at current speeds, or by managing travelling speeds down through a combination of road function, design, risk-targeted enforcement and education on safe behaviour, all reinforced by introducing appropriate speed limits for the roads.

The plan sets out what work needs to be done, by who and where, with a focus in this financial year (2022/2023) leading into South Wairarapa District Council (SWDC) 2021-2031 Long Term Plan and Carterton District Council (CDC) 2021-2031 Ten Year Plan.

2 The effects of speed

The relationships between speed and crashes, and the effects of speed on severity of crashes are well established. The higher the impact speeds are, the larger forces vehicle occupants must absorb in a crash, in accordance with kinetic energy principles. Occupant protection systems are effective when the impact speeds are low and moderate, but they cannot protect occupants from kinetic forces when the impact speeds are high.

Pedestrians, cyclists or motorcyclists are particularly exposed to vehicle impacts, especially at speeds above the limits of human tolerance. The elderly and the very young are more vulnerable to being injured in a crash than road users in other age groups.

Excessive vehicle speed increases the likelihood of having a crash due to less response time to hazards for drivers and severity of a crash which is more likely to be death or serious injury when one occurs.

How long it takes to stop (driving an average family car)

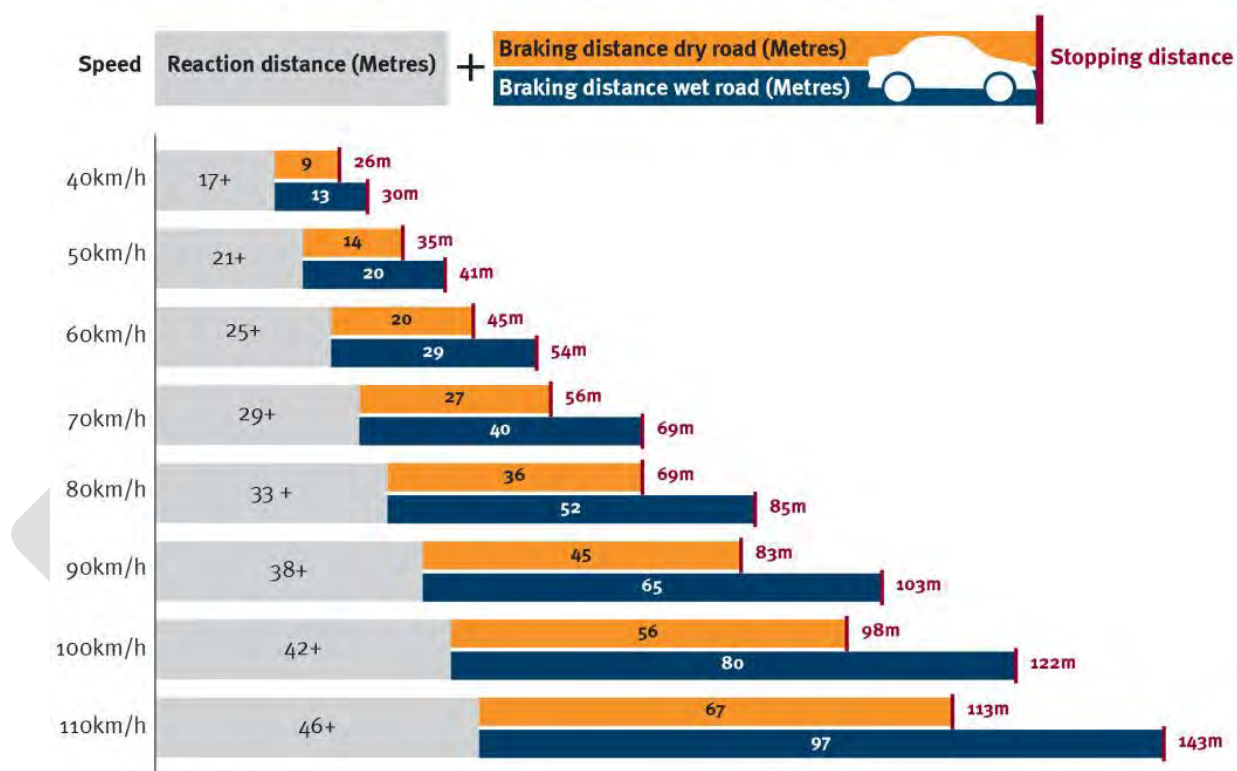


Figure 2.1: Reaction, braking and stopping distances at different speeds (Source: Wairarapa Road Safety Council¹)

Higher speed results in more serious injuries because of greater crash forces. The physics of crashes means double crash impact speed leads to four times higher kinetic energy. These sudden crash forces and high deceleration are the causes of harm to drivers and passengers in a crash. Crashes involving pedestrians, cyclists, children, the elderly, and those struck by heavy vehicles are more likely to be injured or fatal even at relatively lower speeds.

Research has shown that:

¹ <https://www.wairsc.org.nz/services/safe-speeds>

- A collision at 30 km/h is equivalent to falling from the first floor of a building.
- A collision at 50 km/h is equivalent to falling from the third floor of a building.
- A collision at 80 km/h is equivalent to falling from the eighth floor of a building.

This indicates the impact of a collision increases disproportionately as the vehicle speed increases. Research has also shown that a crash is twice as likely to be fatal should it occur at 120 km/h as at 100 km/h.

Data taken from Austroads Research Report AP-R560-18 is summarised in Figure 2.2. For crashes involving a pedestrian in urban areas, the risk of death increases from 10% at 50 km/h impact speed to 95% at 60 km/h.

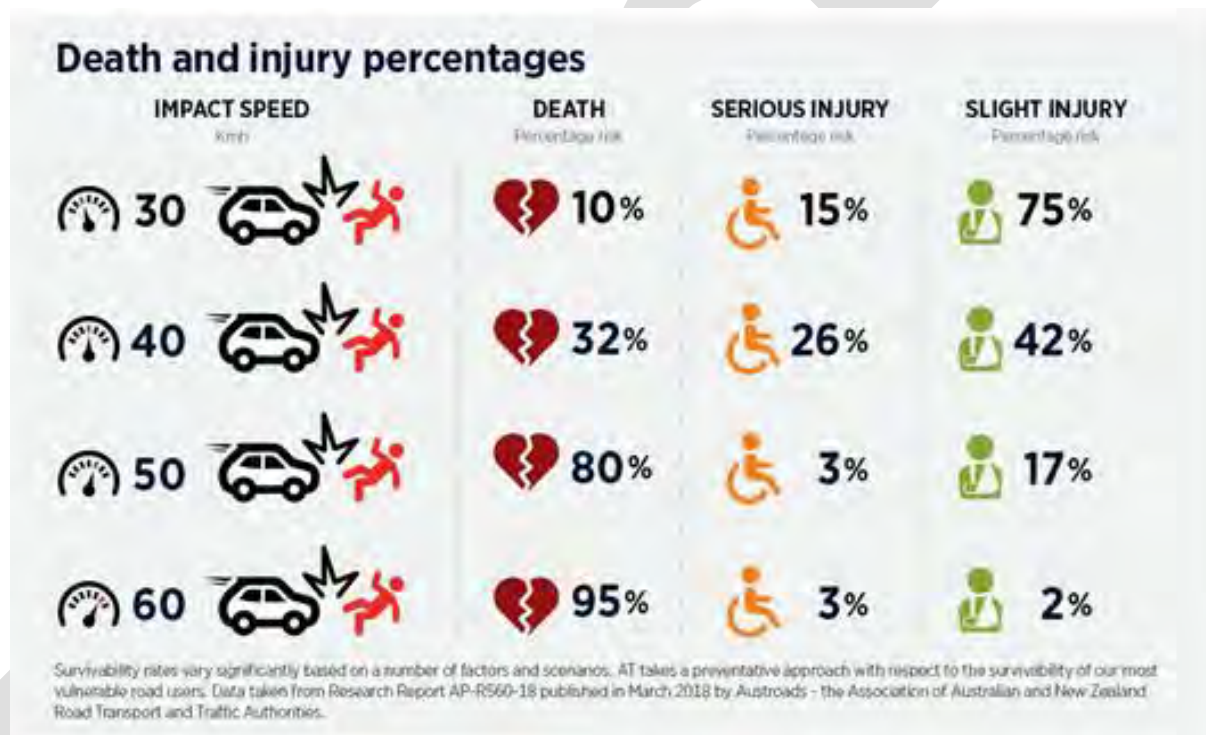


Figure 2.2: Safe speed for pedestrians (Source: Auckland Transport²)

² <https://at.govt.nz/projects-roadworks/vision-zero-for-the-greater-good/safe-speeds-programme/safe-speeds-the-reasons/>

3 Speed Management – Why is it important?

Speed management is about achieving safe and appropriate speeds on the road network, reflecting diverse road functions and use, different road designs and the risks that exist on them. Ensuring the speed limits are aligned to the safety features and use of the road is proven to be effective on improving road safety, saving lives and preventing debilitating injuries³.

Driving at speeds in excess of the posted speed limit is a widespread social problem, many roads cannot be driven safely even at the posted speed limits as Waka Kotahi estimates that over 85% of the speed limits in New Zealand are above the safe and appropriate speed limits in the Speed Management Guide: Road to Zero Edition 2022. Exceeding the speed limit contributes to about 60% of fatal crashes in New Zealand, while 71% of injury crashes occur at speeds higher than the safe and appropriate speed.

Moving people and goods efficiently around our transport network is important. However, we also need to reduce death and serious injuries to help achieve a safe transport system by using an integrated speed management planning process including safety infrastructure, safety cameras and speed limits.

Speed management also offers environmental benefits. Speeding results in increased greenhouse gases, harmful emissions and noise pollution. By reducing these environmental damages, our communities will be more attractive for living, working and visiting.

Speed management offers significant social, economic and environmental benefits. Speed management can help achieve appropriate speeds that achieve both safety and efficiency objectives, but it requires inputs from policy makers, engineers, educators, general public and the Police to be effective.

3.1 Land Transport Rule: Setting of Speed Limits 2022

The Land Transport Rule: Setting of Speed Limits ('the Rule') as part of the Tackling Unsafe Speeds programme. This Rule gives effect to a new regulatory framework for speed management and the requirements for safer speed limits around schools and has replaced the Land Transport Rule: Setting of Speed Limits 2017. This Rule came into force on 19 May 2022.

The Rule sets out some key components as follows:

- Waka Kotahi is required to produce a State Highway Speed Management Plan⁴. This plan sets out proposed speed management reviews and safety infrastructure changes on the State Highway network over a 10-year period. Plans will be developed every six years, with allowance for variation every three years (plans will provide more specific details about proposals for the first three years of the plan). An independent speed management committee will certify this plan.
- Road Controlling Authorities (RCAs) are required to work collaboratively with their regional transport committee and Waka Kotahi to produce regional speed management plans, set out speed management treatments in the region over a 10-year period. These plans will be developed every six years, and will be updated every three years, to align with the land transport planning process. Waka Kotahi (as regulator) is responsible for certifying regional

³ Development of the Waka Kotahi Speed Management Guide: Road to Zero edition:
<https://www.nzta.govt.nz/safety/partners/speed-and-infrastructure/safe-and-appropriate-speed-limits/speed-management-guide/development-of-the-speed-management-guide-road-to-zero-edition/>

⁴ A draft Interim State Highway Speed Management Plan was published and open for consultation between 14 November and 12 December 2022.

speed management plans. All speed management plans will be made publicly available on the Waka Kotahi website.

- RCAs must ensure speed limits for roads outside at least 40% of the schools directly accessed from roads under their control comply with the new speed limits by 30 June 2024 and all roads outside schools comply with the new speed limits by 31 December 2027.
- RCAs are required to reduce speed limits around category 1 schools (mostly in urban areas) to 30 km/h and around category 2 schools (mostly in rural areas) to a maximum of 60 km/h. These could be variable speed limits where appropriate, with the lower speed applying during school travel times.
- Schools with an existing 40 km/h speed limit on 20 April 2021 and continuing until the commencement of this Rule will retain the speed limit, but RCAs will need to review the speed limits in its next speed management plan and set the new speed limit to 30 km/h or designate the school as a category 2 school.

3.2 Government Policy Statement (GPS) on Land Transport 2021

The GPS is central to how investment will be allocated across the land transport system and sets four strategic priorities as follows:

- **Safety** – Developing a transport system where no-one is killed or seriously injured.
- **Better Travel Options** – Providing people with better transport options to access social and economic opportunities.
- **Climate Change** – Developing a low carbon transport system that supports emissions reductions, while improving safety and inclusive access.
- **Improving Freight Connections** – Improving freight connections for economic development.

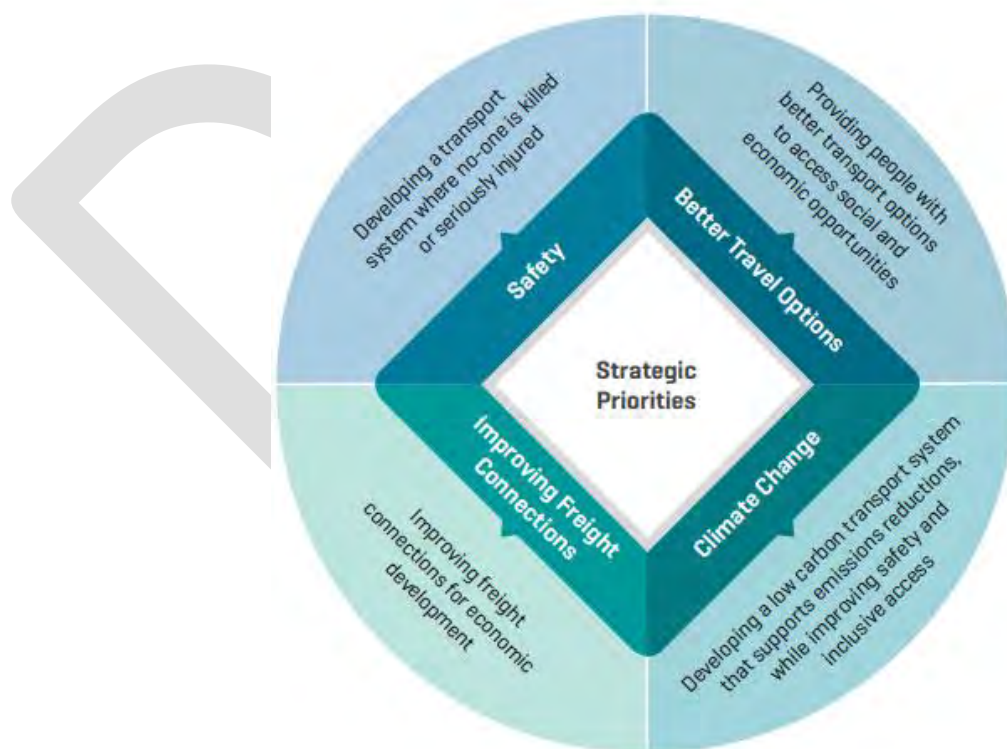


Figure 3.1: Strategic Direction of GPS on Land Transport 2021

This Interim Speed Management Plan is fully aligned with the GPS on Land Transport 2021. Table 3.1 Below demonstrates our consistency with the GPS.

Table 3.1: Alignment of this Interim Speed Management Plan with the GPS

GPS Priority	How the Speed Management Plan aligns with the GPS
Safety	In line with Vision Zero, Road to Zero and the 2021 GPS, the ISMP is working towards a local road network where no-one is killed or seriously injured. The ISMP puts us on the pathway to contribute to achieving the Road to Zero target of reducing 40% death and serious injuries by 2030.
Better Travel Options	Focus on urban areas and schools will lead to safe and appropriate speeds that also encourage more people to walk, cycle, scooter or use other forms of active travel.
Climate Change	Managing speeds can encourage more active travel which in turn can help reduce vehicle kilometres travelled/carbon emissions. It will also reduce harmful emissions and noise pollutions.
Improving Freight Connections	Managing speeds significantly reduces crashes, making journeys more reliable. As a result, improved safety and reduced number of fatal and serious crashes in the road network will result in fewer road closures and therefore less diversion of vehicles to a longer alternative route is needed.

The GPS on Land Transport supports investment in state highways and local road to accelerate the implementation of the Speed Management Guide through the Road to Zero activity class. The focus is on treating the top 10 percent of the network, which will result in reduction in deaths and serious injuries sought through Road to Zero.

3.3 Vision Zero and the Safety System

Vision Zero is a global movement to end traffic-related fatalities and serious injuries by taking a systemic approach to road safety, which emphasises:

- People make mistakes but serious or fatal outcomes are preventable.
- People are vulnerable to injuries.
- Responsibility is shared between road users, and the people who design and operate our roads.
- No death or serious injury on the roads is acceptable.
- Safety should be a critical decision-making priority in our transport decisions.

Vision Zero shifts the focus from assuming human error as the root of the road safety problem to creating a transport system that allows simple mistakes without resulting in life-ending and life-changing consequences.

Safe System is a holistic safety approach underlying the Vision Zero strategy. Safe System shifts responsibility from road users to people designing them, integrating core management and action areas to create a forgiving road system that protects people from being killed or seriously injured when they crash.

Road to Zero, the government's road strategy for 2020-2030, is grounded in the Safe System approach.

3.4 Road to Zero

Road to Zero⁵ is the Government's road safety strategy 2020-2030. The strategy establishes a vision for New Zealand to be a country where no one is killed or seriously injured in road crashes by adopting the world-leading Vision Zero approach where the core premise is "in every situation a person might fail, the transport system should not."

Road to Zero strategy articulates a vision, guiding principles for designing road network and making road safety decisions as well as setting targets and outcomes for 2030. The strategy sets a target of 40% reduction in deaths and serious injuries by 2030. This would mean around 750 fewer people would be killed on our roads, compared to 2018.

Road to Zero establishes five focus areas with respective actions in order to achieve the vision:

- **Infrastructure improvements and speed management** – Improve road safety of our cities and regions through infrastructure improvements and speed management.
- **Vehicle safety** – Significantly improve the safety performance of the vehicle fleet.
- **Work-related safety** – Ensure that businesses and other organisations treat road safety as a critical health and safety issue.
- **Road user choices** – Encourage safer choices and safer behaviour on our roads.
- **System Management** – Develop a management system that reflects international best practice.



Figure 3.2: Road to Zero – Focus areas (Source: Ministry of Transport⁶)

⁵ <https://www.transport.govt.nz/multi-modal/keystrategiesandplans/road-safety-strategy/>

⁶ https://www.transport.govt.nz/assets/Uploads/Report/Road-to-Zero-strategy_final.pdf

3.5 Wellington Regional Land Transport Plan

The Wellington Regional Land Transport Plan (RLTP) 2021⁷ sets the direction for the Wellington Region's transport network for the next 10 – 30 years. The Wellington RLTP 2021 has identified five strategic objectives as follows:

- People in the Wellington Region have access to good, affordable travel choices.
- Transport and land use are integrated to support compact urban form, liveable places and a strong regional economy.
- The impact of transport and travel on the environment is minimised.
- People can move around the Wellington region safely.
- Journeys to, from and within the Wellington region are connected, resilient and reliable.

The Wellington RLTP 2021 also outlines the focus on safety for Carterton District Council and South Wairarapa District Council in order to develop a transport system where no-one is killed or seriously injured. Much of the work takes place as part of the low-cost, low-risk programmes and speed management has a key role. The focus of both councils' safety activities is on safe network operations, speed management and secondary collector road geometric and delineation improvements.

3.6 One Network Framework (ONF)

The One Network Framework is the new national classification system enhanced and evolved from ONRC to better include pedestrians, cyclists and public transport users and reflect that transport corridors are not just for travelling.

The ONF acknowledges the transport network has a 'Place' function. This means roads and streets are destinations for people, as well as transport corridors. The framework also introduces classifications for different modes of transport, recognising that our roads and streets have different functions for different modes.

The ONF is used to determine the function of our roads and streets and inform decision making. It ONF recognises that shared, integrated planning approaches between transport and land-use planners will result in better outcomes.

The ONF enables Road Controlling Authorities (like Carterton and South Wairarapa District Councils) to better define and differentiate between urban and rural transport needs. It also provides a consistent and level-playing field for future investment conversations, based on locally recognised needs.

Carterton District and South Wairarapa District include networks that have all the rural categories and all other urban categories except City Hubs and Transit Corridors.

⁷ Wellington Regional Land Transport Plan 2021: <https://www.gw.govt.nz/assets/Documents/2021/10/Wellington-Regional-Land-Transport-Plan-2021web.pdf>

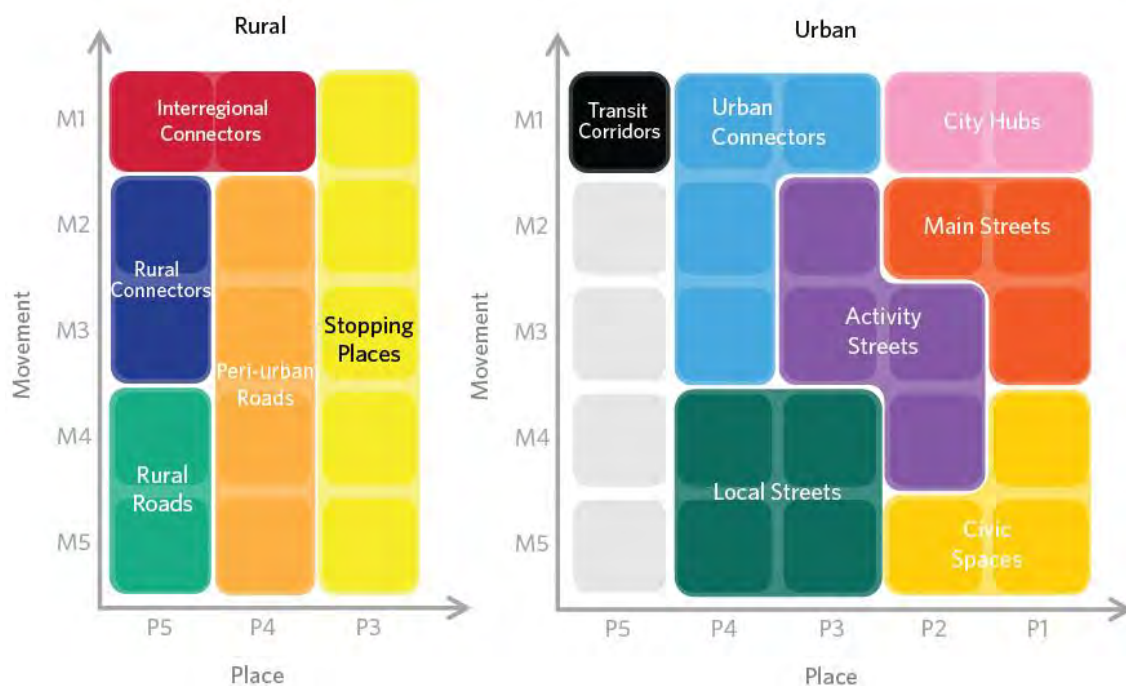


Figure 3.3: One Network Framework (Source: Waka Kotahi⁸)

3.7 Speed Management Guide: Road to Zero Edition 2022

The Waka Kotahi Speed Management Guide: Road to Zero Edition was published on 28 July 2022. This guide sets out an approach to speed management planning for Aotearoa New Zealand that draws together the Land Transport Rule: Setting of Speed Limits 2022, Road to Zero and One Network Framework. The result is a principle-based approach to setting speed limits and managing speeds.

Four guiding principles for speed management are designed in this guide in order to help guide the ISMP process and understand the rationale behind advice about speed limits from Waka Kotahi. The guiding principles are safety, community wellbeing, movement and place, and whole of system, as shown in Figure 3.4

⁸ <https://www.nzta.govt.nz/assets/Roads-and-Rail/onf/images/ONRC-to-ONF.png>



Figure 3.4: Guiding principles for speed management (Source: Waka Kotahi⁹)

Principle 1 – Safety establishes the basic Safe System concept of human vulnerability – the human body’s tolerance to physical force which is at the core of speed limit setting. The Safe System approach is used to set safe speed limits by identifying the survivable impact speeds at which the possible types of crash that could occur in a given part of the transport network, as shown in Table 3.2.

Table 3.2: Survivable impact speeds for different collision scenarios (Source: Waka Kotahi¹⁰)

Road users combined with road and section type	Safe System Speed
Roads and sections with people present outside and inside vehicles	≤30km/h
Roads with intersections with potential for side-on conflicts between vehicles	≤50km/h
Roads with potential for head-on conflicts between vehicles	≤70km/h
Roads with no potential for head-on or side-on conflicts between vehicles and no people present outside vehicles	≤100km/h

Principle 2 – Community Wellbeing establishes that the setting of speed limits needs to consider environmental, economic and other benefits in addition to reducing deaths and serious injuries. It also covers the qualitative impacts of poor road safety on choice of travel mode and route and accessibility. This principle aims to make roads and streets safe and accessible for all, especially children and other vulnerable users. Safe and appropriate speeds will reduce stress for road users to help people feel safer to use active modes or travel with children. Safe and appropriate speeds also provide equity benefits to the Māori community as road traffic mortality rates are between 60% and 200% higher for Māori compared with non-Māori. Locations where marae, kura or papakāinga may be in need of safe speed limits and further speed management approaches as these are destinations, where large groups including tamariki and kaumātua, concentrate for hui and tangihanga.

⁹ Figure 2 in Waka Kotahi Speed Management Guide 2022: Road to Zero Edition: <https://www.nzta.govt.nz/assets/resources/speed-management-guide-road-to-zero-edition/speed-management-guide-road-to-zero-edition.pdf>

¹⁰ Table 1 in Waka Kotahi Speed Management Guide 2022: Road to Zero Edition.

Principle 2 also aims to generate environmental and economic benefits. Reducing speed limit to safe speed limits reduces emissions from diesel vehicles, the wind and rolling resistance and propulsion noise. Safe and appropriate speed limits reduce serious crashes and subsequently generate economic benefits by reducing the road crashes social cost which was estimated to be \$4.6 billion in 2019¹¹.

Principle 3 – Movement and Place integrates the movement and place based approach of One Network Framework into setting safe and appropriate speed limits. As a result, safe speed limits will be appropriate for the function and design of a road and street, and it will also help to identify places where the design and infrastructure need to be improved to better attuned to the speed limit.

Principle 4 – Whole of System combines safe and appropriate speed limits with an integrated, consistent and balanced approach to regulation and through the use of regulatory tools such as enforcement, engagement, and education, supported by monitoring and adaptation. The objectives of this principle are building public trust and understanding, understanding and influencing behaviours, partnering with Māori and continually reflect, learn and adapt to maximise public understanding and lower mean operating speeds.

3.8 Safe and appropriate speed limits

A safe and appropriate speed limit is a speed limit that is safe according to standards set by the Safe System approach and appropriate in terms of aligning with community wellbeing objectives as well as with the movement and place function, design and infrastructure of the street or road.

The Setting of Speed Limits Framework provides the rationale for identifying the safe and appropriate speed limits for all streets and roads. This framework is informed by the four principles that underpin the Speed Management Guide: safety, community wellbeing, movement and place, and whole of system.

The inputs into a safe and appropriate speed limit include the following:

- the Safe System speed thresholds for crash survivability.
- the One Network Framework street categories that reflect the movement and place functions of a street or road.
- the infrastructure risk rating, which is a road assessment methodology to assess road safety risk.
- the presence or planned implementation of safety infrastructure to reduce the risk of harm for people outside vehicles.

The setting of a safe and appropriate speed limit involves integrating and aligning the One Network Framework street categories with safe and appropriate speed limit ranges, then using criteria, either manually, or provided by MegaMaps¹², to identify the safe and appropriate speed limit from within that range for the specific street or road. The safe and appropriate speed (SAAS) is based on several inputs including speed limit ranges for each of the new One Network Framework (ONF) street categories and the infrastructure risk rating (IRR). MegaMaps defaults to the lowest safe speed limit in the ONF range unless other criteria for higher speed limits are satisfied, which typically relate to the provision of Safe System infrastructure.

¹¹ Ministry of Transport Social cost of road crashes and injuries 2020 update June 2020: https://www.transport.govt.nz/assets/Uploads/Social-Cost-of-Road-Crashes-and-Injuries-2020_final.pdf

¹² MegaMaps is the geospatial tool that contains speed management information and guidance for the network of each road controlling authority.

The Speed Management Guide sets out the range of safe and appropriate speeds for each urban and rural street category, as shown in Table 3.3 and Table 3.4. The full table with descriptions of each ONF category and the criteria that must be satisfied to select a different speed limit within the range are included in Section 3 of the supporting document.

Table 3.3: ONF urban street categories and safe speed limit ranges

ONF urban street categories	Safe and appropriate speed limit
Civic spaces	10-20km/h
Local streets	30km/h
Activity streets	30-40km/h
Main streets	30-40km/h
City hubs	30-40km/h
Urban connectors	40-60km/h
Transit corridors	80-100km/h

Table 3.4: ONF rural street categories and safe speed limit ranges

ONF rural street categories	Safe and appropriate speed limit
Interregional connections	60-110km/h
Rural connectors	60-100km/h
Rural roads	60-80km/h
Peri-urban roads	50-80km/h
Stopping places	40-80km/h

3.9 Is speed an issue for CDC and SWDC?

The total number of fatalities on local roads¹³ in Carterton District over the 10-year period (2012-2021) was six (in six fatal crashes). The total number of fatalities on local roads in South Wairarapa District over the same 10-year period was eight (in seven fatal crashes). The total lives lost on local roads in both districts over the 10-year period are 14, that is on average 1.4 fatality per year.

The total number of deaths and serious injuries on local roads in both districts over the same 10-year period is 92 (in 84 fatal and serious crashes). The total number of deaths and serious injuries on local roads and state highways in 2012-2021 is 146 (in 134 fatal and serious crashes) across both districts.

The top four contributing factors to fatal and serious injury crashes in both districts were:

- Alcohol.
- Lost Control.
- Poor Observation.
- Inappropriate Speed.

The relationship between speed and road trauma is well-established internationally and that's why it is important to set safe and appropriate speed limits.

¹³ i.e. excludes State Highways

The percentages of all crashes involving inappropriate speed in both districts in the 10-year period (2012-2021) are shown in Figure 3.5. The percentages of crashes involving inappropriate speeds dropped between 2012 and 2019 but increased in the recent two years. Although speed is a factor in most crashes and even if some crashes occurred at or below the posted speed limit (i.e., speed is not identified as a crash factor), the outcomes will likely be less severe should the crashes occur at the safe and appropriate speed limit.

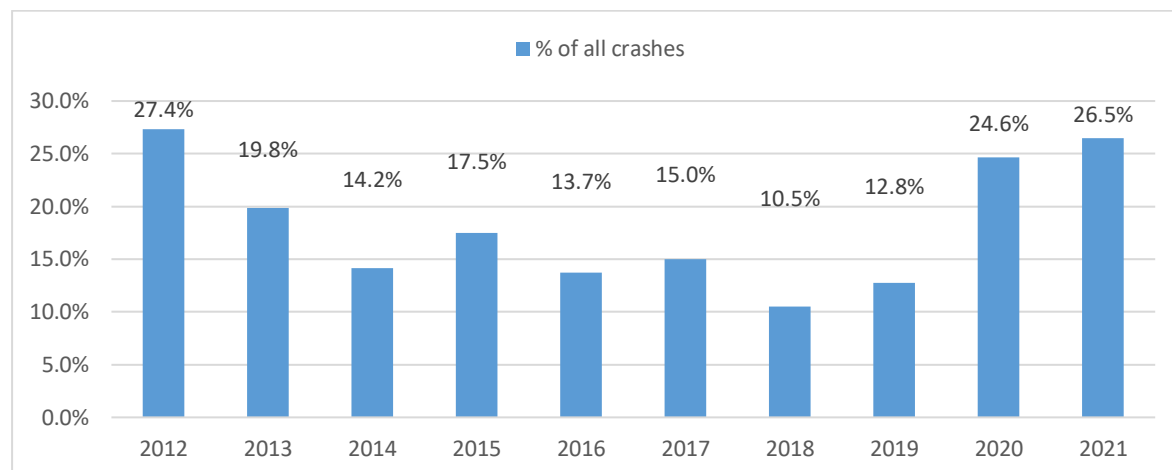


Figure 3.5: Percentages of all crashes involving inappropriate speed in Carterton and South Wairarapa Districts in 10-year period (2012-2021)

However, Figure 3.6 shows that the percentage of death and serious injury crashes involving inappropriate speed was the highest of 53.8% in 2013 then reduced to the lowest of 4.8% in 2017.

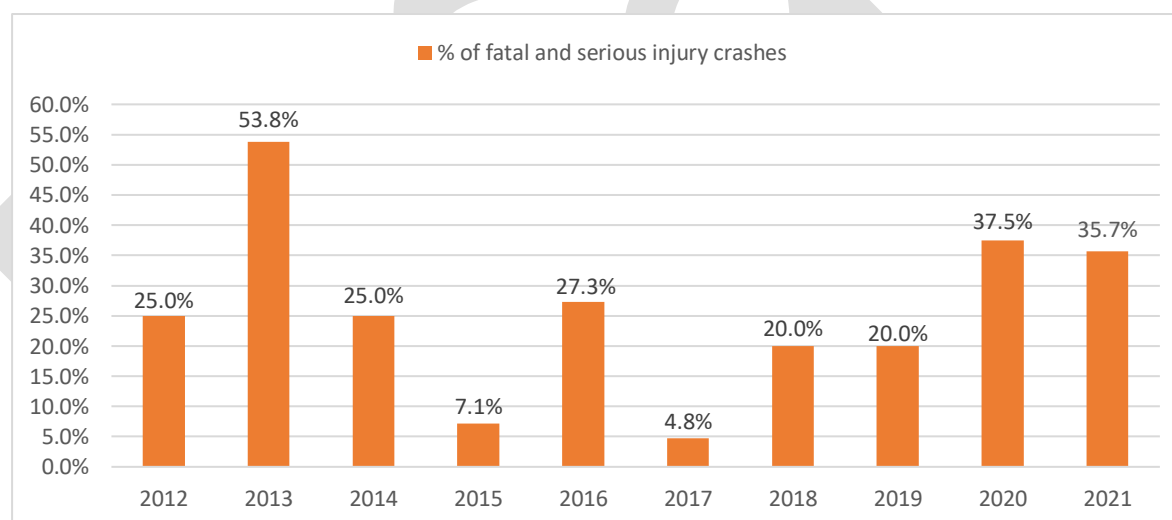


Figure 3.6: Percentages of fatal and serious injury crashes involving inappropriate speed in Carterton and South Wairarapa Districts in 10-year period (2012-2021)

This means that we can reduce the number of death and serious injuries on our roads by implementing an effective speed management programme. If we can increase the number of drivers driving at a safe and appropriate speed, we can reduce the number of people in our community whose lives are devastated by road trauma.

We also discovered that in both districts:

- Almost all crashes (91%) involving inappropriate speed in the 10-year period (2012-2021) happened in areas with a 100km/h speed limit.
- 73% of crashes involving inappropriate speed (2012-2021) occur during the day.
- Almost all crashes (91%) involving inappropriate speed involve one vehicle only.

Recent community feedback on Waka Kotahi's engagement on the SH2 Featherston to Masterton Speed Review¹⁴ included the following points:

- The majority of locals thought that speed needs to be reduced through the towns of Featherston, Carterton, Greytown and Masterton and that the current 70-100 km/h speed limits are far too fast.
- Many said they needed to go down to 50km/h to prevent crashes.

3.10 What have CDC and SWDC done about speed management in the past?

Both CDC and SWDC have been active in the area of speed management. The CDC Speed Limits Bylaw 2005 was reviewed and adopted in 2014 with a further review due in 2024. CDC and SWDC along with Masterton District Council fully adopted Wairarapa Consolidated Bylaw 2019: Part Eleven – Speed in 2019. This Bylaw aims to set speed limits on any council-owned roads within the jurisdiction of the local authority. In addition, Carterton and South Wairarapa District Councils supported the Wellington Region's School Travel Plan Programme. In addition, both district councils have made efforts to target specific groups such as motorcyclists, young and senior drivers and issues such as fatigue and use of restraints. Following the Land Transport Rule: Setting of Speed Limits 2022, both district councils have been engaging with Waka Kotahi to record, update and share speed limit data in the National Speed Limit Register.

3.10.1 Carterton District Council Speed Limits Bylaw 2005¹⁵

The Carterton District Council Speed Limits Bylaw 2005 details posted speed limits in the following schedules:

- Schedule 4: Urban traffic areas – Road that have a speed limit of 50 km/h.
- Schedule 6: Roads that have a speed limit of 70 km/h.
- Schedule 7: Rural areas – Roads that have a speed limit of 50 km/h.

3.10.2 Wellington Region's School Travel Plan Programme¹⁶

A school travel plan is a practical approach to improving road safety and encouraging the whole school community to use active modes of transport to get to and from school. The benefits of school travel plans are:

- Improved health and well-being.
- Reduced traffic congestion.
- Increased children's travel options.
- Reduced pollution in our environment.
- Enhanced local communities.

¹⁴ <https://www.nzta.govt.nz/assets/projects/sh2-masterton-to-featherston-speed-review/SH2-Masterton-to-Featherston-speed-review-engagement-summary-January-2021.pdf>

¹⁵ <https://cdc.govt.nz/wp-content/uploads/2017/01/Speed-Limits-Bylaw-2005-ReviewApril-2014-Final-adopted-25-06-14.pdf>

¹⁶ <https://www.gw.govt.nz/assets/Documents/2016/02/School-Travel-Plan-Brochure.pdf>

Carterton and South Wairarapa District Councils along with other territorial authorities in the Greater Wellington Region supported the Wellington Region's School Travel Plans in 2016.

Actions which school communities have selected include:

- Walking and cycling initiatives: walk to school days, walking routes, walking school buses, cyclist skills training, cycle club and activity days.
- Education: road safety education programmes and initiatives and environmental education.
- Enforcement: parking and speeding monitoring and enforcement strategies.
- Engineering: assessment of infrastructure issues identified through the school travel plan, pedestrian crossings, cycling facilities, road markings and signage, etc.

More specifically, some of the initiatives in both districts include:

- Involvement in 'Movin' March' led by Greater Wellington Regional Council: this is to encourage safe active travel (walking, scooting or cycling) for years 1-6 predominantly. Students receive prizes for stamps on their travel passport after completing each trip. The school travel programme coordinator sends 'mailchimp' newsletters to all schools with links to Waka Kotahi safe school travel platforms which provide safe parking and stopping tips, safe crossing points and other information for parents and students about safe school travel.
- 'Safe Scooter Skills' and 'Bike Ready' programmes: this is led by the local school community police officer who provides scooter training in schools. The Wairarapa Road Safety Council owns 40-50 scooters, and the same amount of scooter helmets so suit all kids at all ages.
- Speed sessions in maths curriculum: the school travel programme coordinator uses speed radar gun to measure speed and lets the children record speed to highlight the various travel speeds and distances of different vehicle types.
- Informal discussions around safe travel at assemblies: use of mobile phones when crossing roads, vehicle speeds and licence conditions, occasionally with NZ Police.
- Others: rural school bus safety sessions with Transit and GoBus, driver vehicle speed feedback signage on trailer outside schools where speeding is an issue.

Both districts also had the following activities targeting certain groups or specific issues:

- Motorcyclist: A campaign was held in September 2021 and February 2022 to offer 'ride forever' on-road safety courses to the local riders and partner with local retailers to provide free 12-point safety checks.
- Young drivers: Newsletters, school bulletins, and in-person sessions at colleges promote 'drive.govt.nz' to both young drivers and their parents. A Wairarapa Driver Mentor programme has succeeded to reduce young driver crashes and licence breaches since 2017 by training and mentoring 45 voluntary driver mentors to help young drivers and refugees and migrants to obtain driver licences and secure local employment.
- Senior drivers: There have been regular 'Staying Safe' workshops for age concern clients which include 'Carfit' clinics and talks on travel time and routes planning, driver awareness and medication.
- Fatigue and distraction: Creative flyers with information on fatigued and distracted drivers are provided at participating service stations. Information on these topics is also provided online, in print, and on radio.
- Restraints: The public can book online or attend ad hoc for regular child restraint clinics.
- Others: road safety billboards on safe speeds, restraints, fatigue, distraction and motorcycle safety tips, engagement with road safety partners and participation of national road safety conference to keep up with the best practice.

3.10.3 National Speed Limit Register¹⁷

The Land Transport (Register of Land Transport Records – Speed Limits) Regulations 2022 came into force on 19 May 2022. This regulation requires road controlling authorities to supply speed limit information to Waka Kotahi for the speed limits to be legally enforceable.

The National Speed Limit Register (NSLR) provides an online, maps-based, central source of speed limits for roads in New Zealand. It has combined the individual speed limit records of all Road Controlling Authorities in New Zealand.

Both Carterton District and South Wairarapa District have supplied the speed limit records in their respective districts and the speed limit information is now live in the National Speed Limit Register.

4 2023 Speed Management Plan

4.1 Vision

Following the Vision Zero approach for road safety and ONF national classification system, any loss of life is not acceptable in our transport network and there will be more people using our streets and roads as ‘Places’.

This Speed Management Plan aligns with the vision for the Wellington Region of:

“Our vision for Wellington is a connected region, with safe, accessible and liveable places – where people can easily, safely and sustainably access the things that matter to them and where goods are moved efficiently, sustainably and reliably (RLTP 2021 vision).”

4.2 Objectives and policies

The objective of this Speed Management Plan is to:

“Create a roading network where residents and visitors can travel safely and efficiently around the district, no matter how they travel”. People can move around the Wellington Region safely (RLTP 2021)

The policies underpinning this Speed Management Plan are:

- Ensure speed limits are appropriate to the movement and place function of the transport network .
- Ensure safe speed limits around schools/kura, marae and other areas of local significance.

4.3 Principles

Drawing on the principles set forward in the Waka Kotahi Speed Management Guide: Road to Zero Edition 2022 and New Zealand Government’s road safety strategy 2020-2030 “Road to Zero”, we have defined the following principles to guide the application of speed management for CDC and SWDC:

- The speed environment around schools at the start and end of the school day will be 30 km/h in the urban area. While in rural areas, the implementation plan will explain that a speed limit of 60 km/h or less is safe and appropriate for the road. The speed limits around rural schools will be reviewed in the next implementation plan.

¹⁷ National Speed Limit Register: <https://speedlimits.nzta.govt.nz/>

- Similarly for marae, the speed environment will be 30 km/h in urban areas and 60 km/h in rural areas with those in rural areas having variable 30 km/h at times when the marae has events.
- Consider lowering speed environment on roads with high risk.

Other areas for review such as town centres, residential speed limits and remote rural speed limits will be considered in subsequent reviews of the Speed Management Plan in conjunction with the development of the Regional Speed Management Plan for the Greater Wellington region to ensure that there is a consistent approach to the treatment of these areas.

Changes to speed limits will be ongoing as development in the district continues, and to achieve alignment with the Government's Road to Zero Action Plan with respect to speed management. This initial Speed Management Plan provides guidance on Council's approach to when, how and why speed should be managed on each of the roads identified.

Details on the technical assessment of each of the roads based on the above mentioned criteria are included in the technical assessment document (this is in a separate document and will be available on our council website).

4.4 Schools

The current speed limit on roads in the vicinity of urban schools within the towns of both districts are 50km/hr or 40km/hr and for rural schools either 70km/hr or 100km/hr depending on the location of the school. By 2027, Council will be required to have reduced the speed limits in the vicinity of all 14 schools within both districts to a maximum of 30km/hr for urban schools or 60km/hr for rural schools speed limits can be either variable or permanent. Where schools are located on a no exit road or within residential neighbourhoods then permanent speed limits would be installed. For locations that are on through roads with higher speed limits, then a variable speed limit is considered to be the most appropriate form of treatment.

4.5 Marae

There are four marae in South Wairarapa and Carterton while the current speed limits on roads in the vicinity of these marae are 100km/h. Marae are social centres where activities involving the locals occur almost every day. When tangihanga, poukai or other hui are held, the capacity of marae grounds to hold all parked vehicles is insufficient. The demand then overflows to any available on-road parking. Especially at tangihanga, people walk to and from their vehicles in both daylight and after dark, crossing or walking along the roadway. Therefore, it is important to engage with marae and kōhanga reo (within the vicinity of the marae) on the development of speed management plans to ensure that this Speed Management Plan supports the desire of the community, improves road safety outcomes and reduces the impact of unsafe speed limits of all communities.

4.6 Assessment process for other roads

The selection of other roads consists of two sources, local knowledge and filtered roads based on criteria. A list of roads with local priority is obtained from the engineer at both SWDC and CDC. These roads are reviewed for compliance likelihood and public acceptance with additional measures identified to ensure compliance and acceptance. All other roads will be filtered based on the following criteria to identify the roads with the highest risks:

- Personal or Collective Risk: medium or above.
- Infrastructure Risk Rating: medium-high or above.
- Difference between the posted speed limit and SaAS more than 30km/h (inclusive).

- Difference between the mean operating speed and SaAS more than 5km/h (inclusive).

Figure 4.1 shows the entire process for assessing the proposed speed limit changes in Carterton and South Wairarapa.

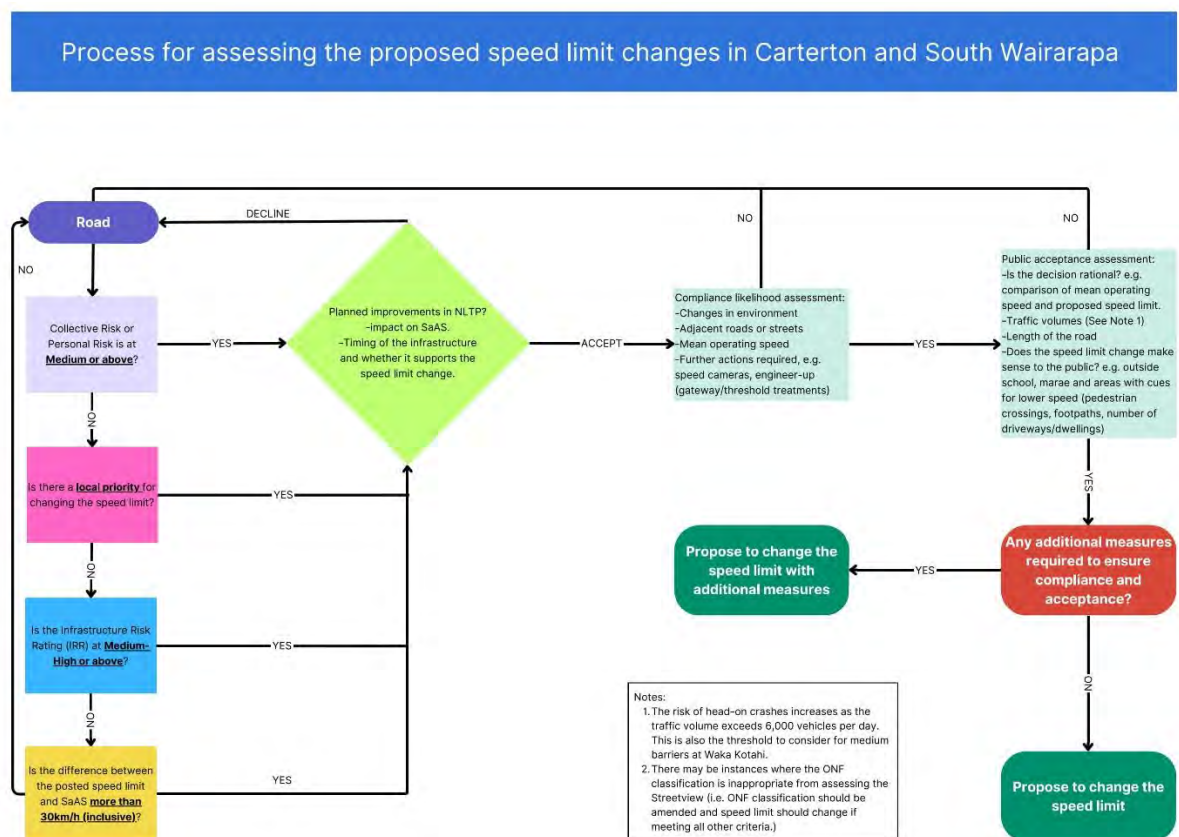


Figure 4.1: Flowchart for assessing the proposed speed limit changes

4.7 Future reviews

Future reviews of the Speed Management Plan are likely to focus on the urban areas of the districts.

The rural roading network will continue to be a balance between safety and efficiency with speed limits required across local authority and regional boundaries to be consistent to avoid confusion and driver frustration. This will be a longer-term project requiring collaboration across the Greater Wellington region with Waka Kotahi and neighbouring territorial authorities.

5 Implementation Plan

The technical review (of each road or section of road) identified a number of recommendations that have been collated to form an implementation plan. The full technical assessment is included in the Technical Assessment document (separate document available on our council website).

The plan for implementation will be reviewed every three years in alignment with the Long-Term Plan funding cycle to provide alignment with funding opportunities. The Speed Management Plan will also be reviewed when significant changes in development or funding occur, necessitating a change to the implementation plan.

This section shows the roads and road sections proposed for change in the upcoming three years (2024-2027). These roads and road sections focus on schools and marae and local priority roads identified by both councils. This section also shows the recommended future speeds identified by MegaMaps and these speeds will be reviewed in the future.

Due to funding limitations those locations that require physical works will need to be prioritised. The initial ranking has been undertaken based on risk, however due to the legislative requirements for schools these locations are likely to be prioritised in the first instance.

5.1 Proposed Speed Limits in Carterton Township (to be confirmed with CDC)

(To be updated)

5.2 Proposed Speed Limits in Greytown Township



Figure 5.1: Greytown proposed speed limit changes map

5.2.1 Schools and marae in Greytown

Table 5.1: Proposed permanent speed limits on roads near schools and marae in Greytown

School Name	Road or road section	Posted speed limits (km/h)	Safe and Appropriate Speeds (km/h)	Proposed Speed Limit (km/h)
Kuranui College	Arbor Place	50	30	30
	Bidwills Cutting Road from Main Street (SH2) to 240m south on Bidwills Cutting Road	50	30	30
	Bidwills Cutting Road from 240m south on Bidwills Cutting Road to Kemptons Line (transition between proposed 60km/h and the existing 100km/h)	70	30	60
	East Street between Wakelin Street and 85m northeast of Wakelin Street	50	30	30
	Wakelin Street	50	30	30
Greytown School	Church Street between East Street and Reading Street	50	30	30
	East Street between 100m southwest of Church Street and 75m northeast of McMaster Street	50	30	30
	McMaster Street between East Street and Reading Street	50	30	30
	Reading Street between McMaster Street and Church Street	50	30	30
Papawai Marae	Pa Road	100	60	30

5.2.2 Other local priority roads in Greytown

Table 5.2: Proposed permanent speed limits on other roads with local priority in Greytown

Road or road section	Posted speed limits (km/h)	Safe and Appropriate Speeds (km/h)	Proposed Speed Limit (km/h)
Hawke Street	100	60	60
Hecklers Road	100	60	60
Kuratawhiti Street between 185m southeast of Hawke Street to the end of Kuratawhiti Street at Waiohine River.	100	60	60

Road or road section	Posted speed limits (km/h)	Safe and Appropriate Speeds (km/h)	Proposed Speed Limit (km/h)
Papawai Road between 375m southeast of East Street and Tilsons Road	100	80/60	60
Tilsons Road	100	60	60
Wilkie Street	100	60	60
Wood Street between 125m northwest of Mole Street and the end of Wood Street	100	60	60

5.3 Proposed speed limits in Featherston Township



Figure 5.2: Featherston proposed speed limit changes map

5.3.1 Proposed permanent speed limits on roads near schools and marae in Featherston

Table 5.3: Proposed permanent speed limits on roads near schools and marae in Featherston

School Name	Road	Posted speed limits (km/h)	Safe and Appropriate Speeds (km/h)	Proposed Speed Limit (km/h)
St Teresa's School	Bell Street between Johnston Street and 100m southeast of Birdwood Street	50	30	30
	Birdwood Street between 20m northeast of Tait Crescent and Harrison Street East	50	30	30
Featherston School	Lyon Street between Revans Street (SH53) and Fitzherbert Street (SH2)	50	30	30
South Featherston School	South Featherston Road between Longwood East Road and 160m south of Longwood East Road	50	30	30
	South Featherston Road between Longwood East Road and 100m north of Longwood East Road	50	40	30
	Longwood East Road between South Featherston Road and 90m west of South Featherston Road	50	30	30
	South Featherston Road between 160m south of Longwood East Road and 360m south of Longwood East Road	100	60	60

5.3.2 Other local priority roads in Featherston

Table 5.4: Proposed permanent speed limits on other roads with local priority in Featherston

Road	Existing Speed Limits in NSLR (km/h)	Safe and Appropriate Speeds (km/h)	Proposed Speed Limit (km/h)
Cundys Road	100	60	60
Donald Street between 20m south of SH53 and Longwood West Road	100	60	60
Underhill Road from 740m northeast on Underhill Road to 800m northeast on Underhill Road (relocation of speed limit threshold by 60m)	100	60	60
Western Lake Road from Moore Street to 80m southwest of Moore Street (relocation of speed limit threshold by 80m)	50	60	60
Western Lake Road from 80m southwest of Moore Street to 200m south of Railway crossing	100	60	60

5.4 Proposed speed limits in Martinborough Township

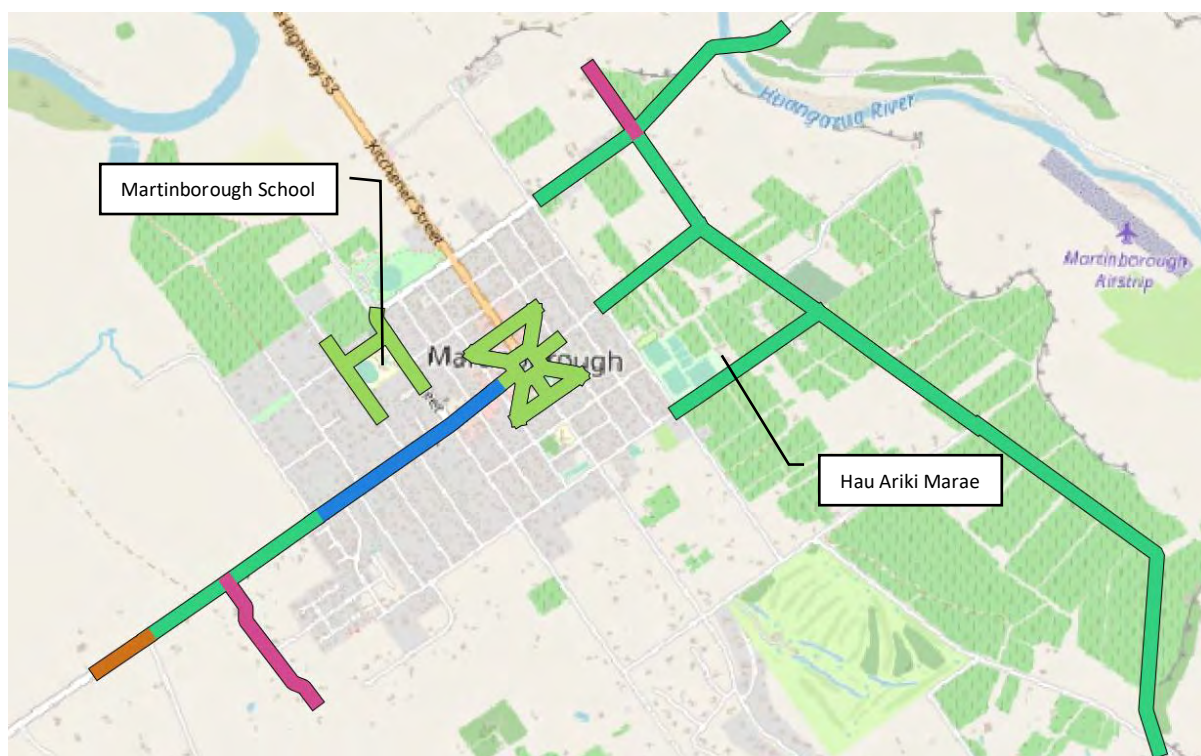


Figure 5.3: : Martinborough proposed speed limit changes map

5.4.1 Schools and marae

Table 5.5: Proposed speed limits on roads near school and marae in Martinborough

School Name	Road	Posted speed limits (km/h)	Safe and Appropriate Speeds (km/h)	Proposed Speed Limit (km/h)
Martinborough School	Dublin Street from Greenaway Place to Vintners Lane	50	30	30
	Grey Street from 230m northwest of Jellicoe Street to the north-western end of Grey Street	50	30	30
	Roberts Street between Dublin Street and Grey Street	50	30	30
Hau Ariki Marae	Regent Street from 100m northeast of New York Street to 250m southwest of Puruatanga Road	100	60	30 VSL

5.4.2 Other local priority roads in Martinborough

Table 5.6: Other roads with local in Martinborough

Road	Existing Speed Limits in NSLR (km/h)	Safe and Appropriate speeds (km/h)	Proposed Speed Limit (km/h)
Cambridge Road from Memorial Square to Strasbourgh Street	50	30	30
Campbell Drive	50	30	40
Cork Street	50	30	30
Huangarua Road	70	30	60
Jellicoe Street between Memorial Square and Naples Street	50	30	30
Jellicoe Street between Naples Street and Ferry Road	50/70	30	40
Jellicoe Street between Ferry Road and 75m southwest of Campbell Drive	70	40	60
Jellicoe Street between 75m southwest of Campbell Drive and White Rock Road	100	80	60
Kansas Street	50	30	30
Memorial Square	50	30	30
Nelsons Road	70	40	40
Ohio Street	50	30	30
Oxford Street between Memorial Square and Cork Street	50	30	30
Ponatahi Road between Nelsons Road and 105m northeast of Nelsons Road	70	40	60
Ponatahi Road between 105m northeast of Nelsons Road and 170m northeast of Johns Way	100	80	60
Princess Street (between 50m northeast of New York Street West and Nelsons Road)	70	40	60
Puruatanga Road from Cambridge Road to 35m northeast of Regent Street	70	30	60
Puruatanga Road from 35m northeast of Regent Street to Todds Road	100	80	60
Texas Street	50	30	30

5.5 Proposed speed limits in other areas of South Wairarapa

5.5.1 Schools and marae

Table 5.7: Proposed speed limits on roads near school and marae in other areas of South Wairarapa

School Name	Road	Posted speed limits (km/h)	Safe and Appropriate Speeds (km/h)	Proposed Speed Limit (km/h)
Pirinoa School	Lake Ferry Road between 70m northeast of McDougalls Road and 220m southwest of McDougalls Road	70	30	60
Kahutara School	Kahutara Road between 250m west of Pukio West Road and 160m northeast of Pukio West Road	100	80	60
	Pukio West Road between Kahutara Road and 90m south of Kahutara Road	100	80	60
Tuhirangi – Kohunui marae	Lake Ferry Road (exact location of variable speed limit to be determined)	100	80	30 VSL

5.5.2 Other local priority roads in other areas of South Wairarapa

Table 5.8: Other roads with local in other areas of South Wairarapa

Road	Existing Speed Limits in NSLR (km/h)	Safe and Appropriate speeds (km/h)	Proposed Speed Limit (km/h)
Ben Avon Grove	100	30	30
Cape Palliser Road between Lake Ferry Road and 5.51km south of Whangaimoana Beach Road	100	60	80
Cape Palliser Road between 5.51km south of Whangaimoana Beach Road and 0.1km south of Te Miha Crescent	100	60	60
Cape Palliser Road between 0.1km south of Te Miha Crescent to 250m northwest of Tilsons Avenue	100	80	80
Cape Palliser Road between 250m northwest of Tilson Avenue and 105m south of Seaview Avenue	50	30	30
Cape Palliser Road between 105m south of Seaview Avenue and 100m south of Ben Avon Grove	100	60	80

Road	Existing Speed Limits in NSLR (km/h)	Safe and Appropriate speeds (km/h)	Proposed Speed Limit (km/h)
Cape Palliser Road between 100m south of Ben Avon Grove and the end of Cape Palliser Road	100	60	60
Hemi Street	50	30	30
Lake Ferry Road between 640m southwest of Raho Ruru Road and 230m southwest of McDougalls Road	100/70	80	60
Lake Ferry Road between 2.34km southwest of Cape Palliser Road and 2.48km southwest of Cape Palliser Road (relocation of speed limit threshold sign by 140m)	100	80	30
Lake Ferry Road between 2.48km southwest of Cape Palliser Road and the end of Lake Ferry Road	50	40	30
Mangatoetoe Grove	100	30	30
Seaview Avenue	50	30	30
Te Miha Crescent	100	30	30
Tilson Avenue	50	30	30
Western lake Road from 6.46km South of Cross Creek Road to 8.47km Northwest of East West Access Rd	100	60	60
Whangaimoana Beach Road	100	60	60

5.6 Recommended appropriate speed limits for future review

This section shows the recommended future speeds identified by MegaMaps and these speeds will be reviewed in the future.

5.6.1 Carterton District

(To be updated)

5.6.2 South Wairarapa District

5.6.2.1 Greytown township

Table 5.9: Recommended appropriate speed limits in Greytown Township

Road	Posted speed limits (km/h)	Recommended appropriate speed limits (km/h)
Balfour Street	50	40
Bidwills Cutting Road from Kemptons Line to SH53	100	80
Church Street (excluding section(s) already reviewed)	50	40

Road	Posted speed limits (km/h)	Recommended appropriate speed limits (km/h)
Clara Anne Grove	50	40
Cotter Street	50	40
East Street (excluding section(s) already reviewed)	50	40
Garrity Lane	50	40
Governors Green Drive	50	40
Hastwell Street	50	40
Hewson Lane	50	40
Horton Street	50	40
Hospital Road	50	40
Humphries Street	50	40
Hupenui Road	100	40
James Kidd Place	50	40
Jellicoe Street	50	40
Kempton Street	50	40
Kemptions Line between Bidwills Cutting Road and Cross Line	100	80
Kemptions Line between Cross Line and Fabians Road	100	60
Kuratawhiti Street	50	40
Loasby Place	50	40
Mahupuku Street	50	40
Market Road	50	40
Massey Street	50	40
Matai Grove	50	40
McMaster Street (excluding section(s) already reviewed)	50	40
Mole Street	50	40
North Street	50	40
Oak View Place	50	40
Orchard Road	50	40
Papawai Road between Main Street (SH2) and 375m southeast of East Street	50	40
Pierce Street	50	40
Prendiville Lane	50	40
Reading Street (excluding section(s) already reviewed)	50	40
South Street	50	40
Udy Street	50	40
West Street	50	40
Westwood Avenue	50	40

Road	Posted speed limits (km/h)	Recommended appropriate speed limits (km/h)
Wood Street between Main Street (SH2) and 125m northwest of Mole Street	50	40
Yule Grove	50	40

5.6.2.2 Featherston township

Table 5.10: Recommended appropriate speed limits in Featherston Township

Road	Posted speed limits (km/h)	Recommended appropriate speed limits (km/h)
Ataahua Place	50	40
Bell Street (excluding section(s) already reviewed)	50	40
Bethune Street	50	40
Birdwood Street (excluding section(s) already reviewed)	50	40
Boar Bush Gully Road	50	40
Boundary Road from SH53 to 100m northeast of SH53 intersection	100	60
Boundary Road from 100m northeast of SH53 intersection to Fitzherbert Street (SH2) intersection	70	60
Boundary Road from Fitzherbert Street (SH2) intersection to 65m northeast of Fitzherbert Street (SH2)	70	40
Boundary Road from 65m northeast of Fitzherbert Street (SH2) intersection to the north-eastern end	50	40
Brandon Street	50	40
Card Crescent	50	40
Churchill Crescent	50	40
Clifford Square	50	40
Colonel Place	50	40
Crawford Street	50	40
Daniell Street	50	40
Donald Street (excluding section(s) already reviewed)	50	40
Farrier Grove	50	40
Fox Street	50	40
Hardie Grove	50	40
Harrison Street East	50	40
Harrison Street West	50	40
Hart Street	50	40

Road	Posted speed limits (km/h)	Recommended appropriate speed limits (km/h)
Hayward Street	50	40
Hickson Street	50	40
Johnston Street	50	40
Kenward Crescent	50	40
Kereru Grove	50	40
Kowhai Grove	50	40
Ludlam Street	50	40
Lyon Street (excluding section(s) already reviewed)	50	40
McKerrow Place	50	40
Moore Street	50	40
Renall Street	50	40
Revans Street	50	40
Skipage Grove	50	40
Tait Crescent	50	40
Titoki Grove	50	40
Totara Grove	50	40
Underhill Road	100/50	40
Waite Street	50	40
Wakefield Street	50	40
Wallace Street	50	40
Watt Street	50	40
William Benton Street	50	40
Woodward Street East	50	40
Woodward Street West	50	40

5.6.2.3 Martinborough township

Table 5.11: Recommended appropriate speed limits in Martinborough

Road	Posted speed limits (km/h)	Recommended appropriate speed limits (km/h)
Barlow Road	50	40
Birdie Way	50	40
Broadway Street	50	40
Burgundy Drive	50	40
Cambridge Road (excluding section(s) already reviewed)	50	40
Cologne Street	50	40
Daniel Street	50	40

Road	Posted speed limits (km/h)	Recommended appropriate speed limits (km/h)
Dublin Street (excluding section(s) already reviewed)	50	40
Eagle Place	50	40
Esther Street	50	40
Fairway Drive	50	40
Ferry Road from Jellicoe Street to 70m northwest of Jellicoe Street	70	40
Ferry Road from 70m northwest of Jellicoe Street to the north-western end of Ferry Road	50	40
French Street	50	40
Greenaway Place	50	40
Grey Street (excluding section(s) already reviewed)	50	40
Hawkins Drive	50	40
Hinekura Road	100	60
Malcolm Street	50	40
Naples Street	50	40
Nelsons Road	70	40
New York Street from Princess Street to 25m southeast of Regent Street	50	40
New York Street from 25m southeast of Regent Street to Todds Road	100	40
New York Street West	50	40
Oxford Street (excluding section(s) already reviewed)	50	40
Panama Street	50	40
Ponatahi Road from Nelsons Road to 105m northeast of Nelsons Road	70	40
Ponatahi Road from 105m northeast of Nelsons Road to 170m northeast of Johns Way	100	40
Princess Street from Vintners Lane to 50m northeast of New York Street West	50	40
Princess Street from 50m northeast of New York Street West to Huangarua Road	70	40
Puruatanga Road from Cambridge Road to 35m northeast of Regent Street	70	40
Puruatanga Road from 35m northeast of Regent Street to Todds Road	100	40
Radium Street	50	40
Regent Street from Puruatanga Road to 40m northeast of New York Street (excluding section(s) already reviewed)	100	40

Road	Posted speed limits (km/h)	Recommended appropriate speed limits (km/h)
Regent Street from 40m northeast of New York Street to 45m southwest of Burgundy Drive (excluding section(s) already reviewed)	50	40
Roberts Street (excluding section(s) already reviewed)	50	40
Sackville Street	50	40
Strasbourg Street	50	40
Suez Street	50	40
Syrah Lane	50	40
Todds Road from Dublin Street to 210m southwest of New York Street	50	40
Todds Road from 210m southwest of New York Street to Puruatanga Road	100	40
Tuscan Lane	50	40
Venice Street	50	40
Vintners Lane	50	40
Weld Street	50	40
Wilson Way	50	40

5.6.2.4 Other areas of South Wairarapa

Table 5.12: Other recommended appropriate speed limits for future review in other areas of South Wairarapa District

Road	Posted speed limits (km/h)	Recommended appropriate Speed Limit (km/h)
Ahikouka Road	100	60
Algies Road	100	60
Ashbys Road	100	60
Backwater Road	100	60
Bartons Road	100	60
Battersea Road	100	80
Beach Road	100	60
Bicknells Road	100	60
Bidwills Cutting Road	100	80
Bidwills Road	100	60
Birch Hill Road	100	60
Blue Rock Road	100	60
Bucks Road	100	60
Bush Gully Road	100	60
Camp Road	100	60

Road	Posted speed limits (km/h)	Recommended appropriate Speed Limit (km/h)
Cannock Road	100	60
Cape River Road	100	60
Chishams Road	100	60
Clarkes Road	100	60
Clay Creek Road	100	60
Cross Creek Road	100	60
Cross Line	100	80
Donalds Road	100	60
Dry River Road	100	60
Duddings Line	100	60
East West Access Road	100	80
Fabians Road	100	80
Fenwicks Line	100	60
Fraters Road	100	60
Georges Road	100	60
Glendhu Road	100	60
Glendryneoch Road	100	60
Glenmorven Road	100	60
Greens Road	100	60
Harris Road North	100	60
Haurangi Road	100	60
Hikawera Road	100	60
Hikunui Road	100	60
Hinekura Road from Todds Road to Te Muna Road	100	60
Hinekura Road from Te Muna Road to Cannock Road	100	80
Hinekura Road from Cannock Road to Moeraki Road	100	60
Hodders Road	100	60
Humes Road	100	60
Humphries Street	100	80
Humphries Street	100	60
Judds Road	100	60
Kahutara Road from Lake Ferry Road to 250m west of Pukio West Road	100	80
Kahutara Road from 160m northeast of Pukio West Road to SH53 intersection	100	80
Kaiwaka Road	100	60

Road	Posted speed limits (km/h)	Recommended appropriate Speed Limit (km/h)
Kempton's Line from 70m southeast of Bidwill's Cutting Road to Cross Line	100	80
Kempton's Line from Cross Line to Fabians Road	100	60
Kumenga Road	100	60
Kuratawhiti Street from Mole Street to 185m southeast of Hawke Street	100	60
Lagoon Hill Road	100	60
Lake Domain Road	100	60
Lake Ferry Road from White Rock Road to access of 239 Lake Ferry Road	100	60
Lake Ferry Road from access of 239 Lake Ferry Road to Kahutara Road	100	80
Lake Ferry Road from Kahutara Road to Pouawha Road	100	60
Lake Ferry Road from Pouawha Road to 640m southwest of Raho Ruru Road	100	60
Lake Ferry Road from 230m southwest of McDougalls Road to 2.34km southwest of Cape Palliser Road	100	60
Longwood East Road	100	60
Mahaki Road	100	60
Maramaramau Road	100	60
Martins Road	100	60
McIvors Road	100	60
Moeraki Road	100	60
Moiki Road	100	60
Moroa Road	100	60
Murphys Line	100	60
Ngakonui Road	100	60
No 1 Line	100	80
Ocean Beach Road	100	60
Oystershell Road	100	60
Pahaoa Road	100	60
Pahautea Road from Buicks Road to Hikunui Road	100	60
Pahautea Road from Hikunui Road to Kahutara Road	100	80
Papatahi Road	100	60
Parera Road	100	60
Paruwai Road	100	60
Pharazyns Road	100	60

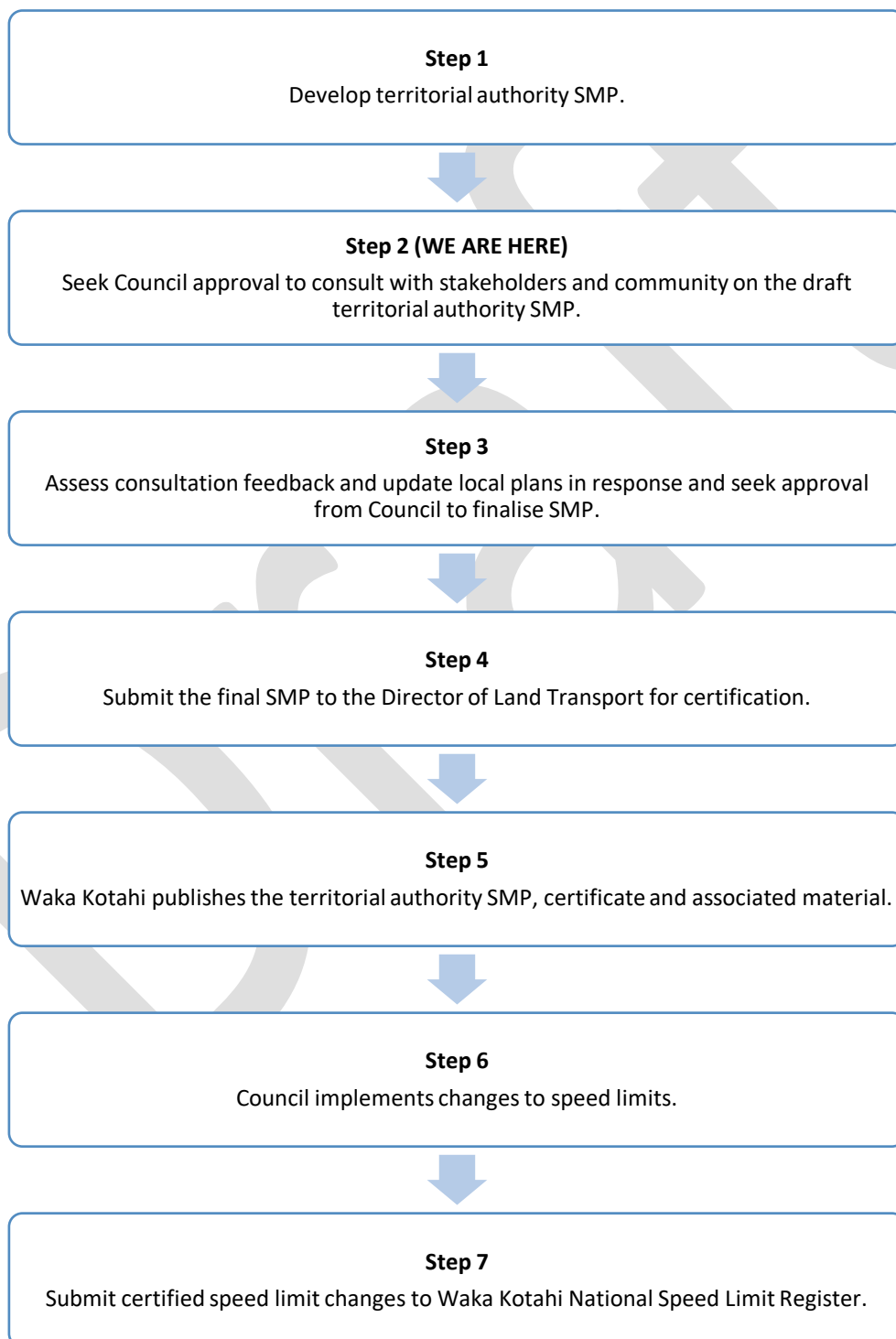
Road	Posted speed limits (km/h)	Recommended appropriate Speed Limit (km/h)
Phillips Line	100	60
Pouawha Road	100	60
Pukio East Road	100	60
Pukio West Road (excluding section(s) already reviewed)	100	60
Raho Ruru Road	100	60
Range Road	100	60
Riverside Road	100	60
Ruakokoputuna Road	100	60
Settlement Road	100	60
Shooting Butts Road	100	60
South Featherston Road from SH2 intersection to SH53 intersection	100	60
South Featherston Road from SH53 intersection to Longwood East Road	50	40
South Featherston Road from Longwood East Road to 170m southwest of Longwood East Road	50	40
South Featherston Road from 170m southwest of Longwood East Road to Ashbys Road	100	60
South Soldiers Settlement Road	100	60
Southdown Drive	100	60
Summer Hill Road	100	60
Sutherland Drive	100	60
Te Awaiti Road	100	60
Te Hopai Road	100	60
Te Maire Road	100	80
Te Muna Road	100	60
Te Rata Road	100	60
Tora Farm Settlement Road	100	60
Tora Road	100	60
Underhill Road	100	60
Viles Road	100	60
Wainuioru Road	100	60
Waiohine Valley Road	100	60
Wairio Road	100	60
Wards Line	100	80
Warrens Road	100	60

Road	Posted speed limits (km/h)	Recommended appropriate Speed Limit (km/h)
Western lake Road from 200m south of Railway Crossing to 6.46km South of Cross Creek Road	100	60
Western Lake Road from 8.47 km northwest of East west Access Rd to the end of Western Lake Road at Ocean Beach	100	60
Whakarua Road	100	60
Whakatomotomo Road	100	60
Wharekauhau Road	100	60
Whareroto Road	100	60
White Rock Road from Jellicoe Street to Tora Road	100	80
White Rock Road from Tora Road to the end of White Road	100	60
Woodside Road	100	80/60
Yeronga Road	100	60

6 What's next

6.1 Next Steps

Steps to implement Carterton District Council and South Wairarapa District Council Interim Speed Management Plan (SMP) are detailed below following the Speed Management Guide: Road to Zero edition 2022. It is currently at Step 2, and the public will be engaged on the principles and priorities, and any speed concerns.



6.2 Public engagement and consultation

Changing a speed limit is a legal process that includes a formal consultation step. The public will be introduced to the plan to manage speeds on the local roads, including proposed speed limit changes, which will be developed and refined using the technical information and feedback gathered from the engagement. During this consultation stage, the public and stakeholders will provide their local knowledge and any additional information that should be taken into account and might have an impact on the final decision.

Once all consultation feedback has been considered and a decision will be made on whether or not to accept the proposed speed limit changes. Everyone who provided a submission will be updated on the outcome of the decision.

7 Applicability

This report has been prepared for the exclusive use of our client Carterton District Council and South Wairarapa District Council, with respect to the particular brief given to us and it may not be relied upon in other contexts or for any other purpose, or by any person other than our client, without our prior written agreement.

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Appendix A List of Schools in Carterton and South Wairarapa Districts

No.	School	Years	Urban/Rural	Area	Prioritisation Rating
1	St Mary's School	0-8	Urban	Carterton, Carterton District	High
2	South End School	0-8	Urban	Carterton, Carterton District	High
3	Kuranui College	9-15	Urban	Greytown, South Wairarapa	High
4	Pirinoa School	0-8	Rural	Pirinoa, South Wairarapa	High
5	Gladstone School	0-8	Rural	Gladstone, Carterton District	Medium-High
6	South Featherston School	0-8	Rural	Featherston, South Wairarapa	Medium-High
7	Kahutara School	0-8	Rural	Kahutara, South Wairarapa	Medium-High
8	Featherston School	0-8	Urban	Featherston, South Wairarapa	Medium
9	Martinborough School	0-8	Urban	Martinborough, South Wairarapa	Medium
10	Dalefield School	0-8	Rural	Carterton, Carterton District	Low-Medium
11	Carterton School	0-8	Urban	Carterton, Carterton District	Low-Medium
12	Ponatahi Christian School	7-13	Urban	Carterton, Carterton District	Low-Medium
13	Greytown School	0-8	Urban	Greytown, South Wairarapa	Low-Medium
14	St Teresa's School	0-8	Urban	Featherston, South Wairarapa	Low-Medium

Appendix B Review of Carterton and South Wairarapa District Crash History

A review of Crash Analysis System (CAS) for Carterton and South Wairarapa Districts during the past 10 years (2012-2021) shows on average eight to nine fatal and serious injury crashes occurred on local roads every year.

It is noted that crashes reported to CAS were attended by the Police and typically had a Traffic Crash Report (TCR) completed. These statistics may not cover all crashes occurred in the area, given higher underreporting rate on rural roads and in remote locations.

The analysis of the data for Fatal and Serious (F+S) Crashes which occurred in both districts during 2012-2022 is shown in Figure Appendix B.1 below. There were 20 fatal and 114 serious crashes that resulted in 21 deaths, 125 serious injuries, and 462 minor injuries.

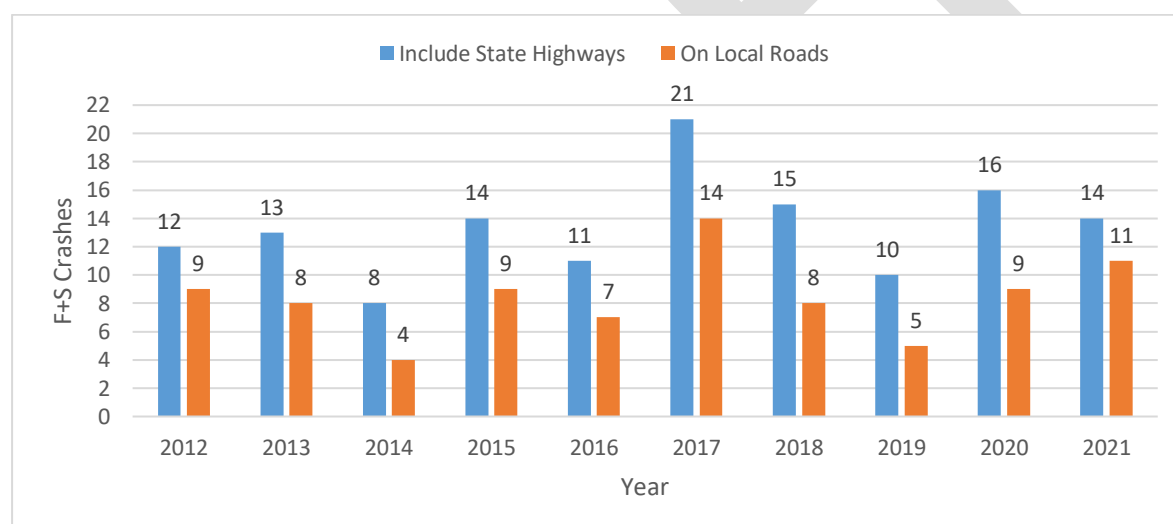


Figure Appendix B.1: Fatal and serious injury crashes by year in Carterton and South Wairarapa Districts 2012-2021

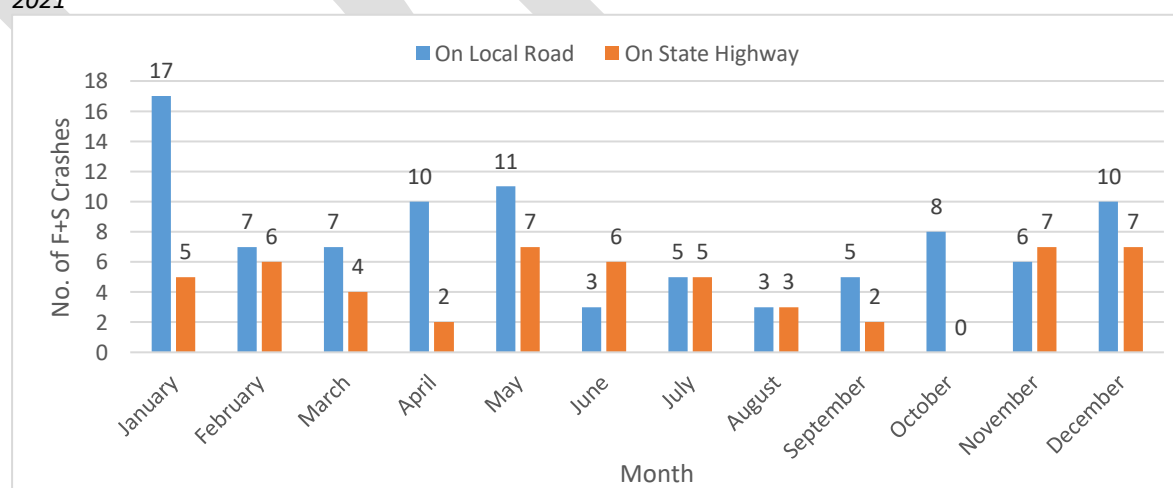


Figure Appendix B.2: Fatal and serious injury crashes by months in Carterton and South Wairarapa Districts 2012-2021

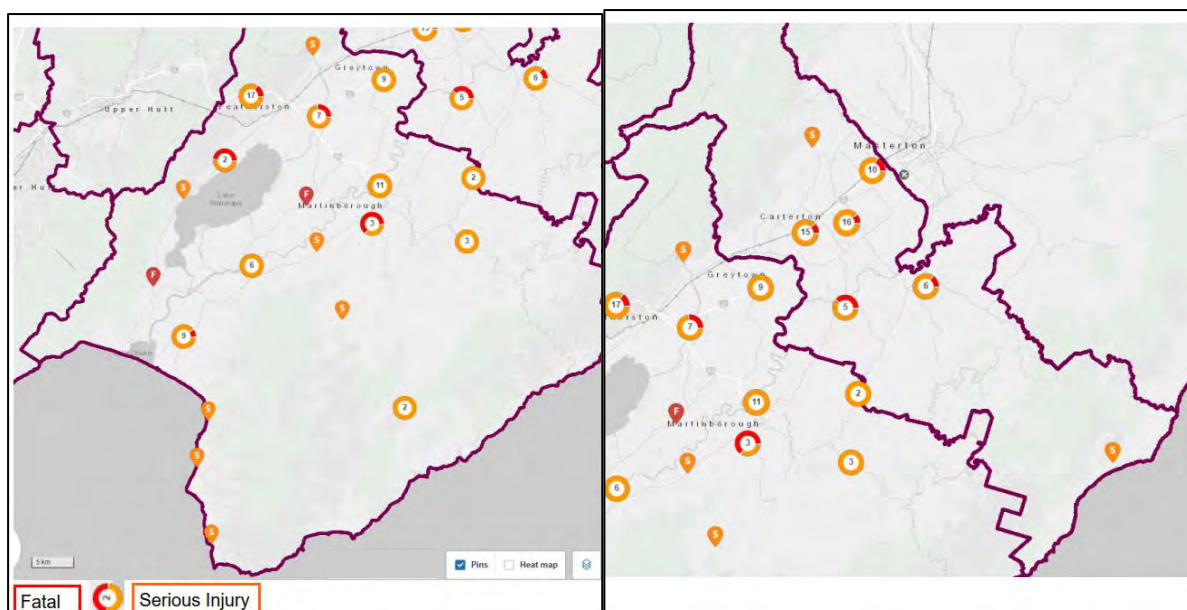


Figure Appendix B.3: Fatal and serious injury crashes in South Wairarapa District (Left) and Carterton District (Right) 2012-2021

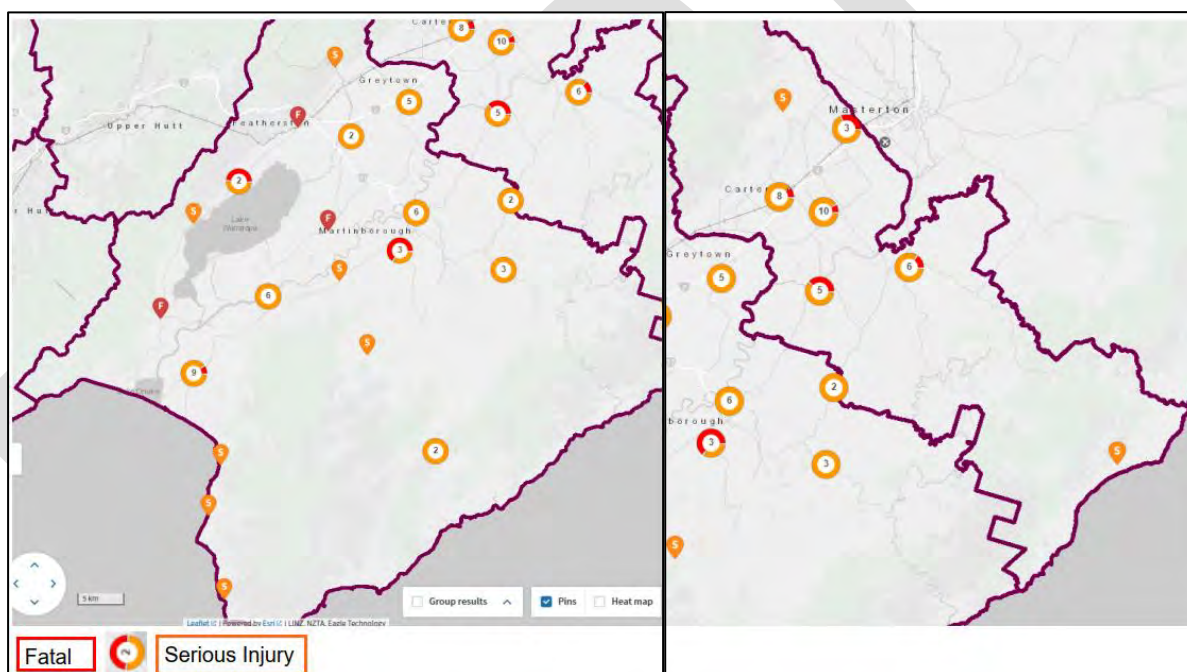


Figure Appendix B.4: Fatal and serious injury crashes in South Wairarapa District (Left) and Carterton District (Right) (excluding on State Highways) 2012-2021

The Top four contributing factors to fatal and serious injury crashes are shown in Appendix B Table 1.

Appendix B Table 1: Top four contributing factors to fatal and serious injury crashes in CDC and SWDC

Factors	Carterton and South Wairarapa Districts		New Zealand	
	Including SHs	Local Roads only	Including SHs	Local Roads only
Alcohol	28%	26%	33%	37%
Poor observation	27%	25%	30%	32%
Poor handling	26%	37%	27%	26%
Travel Speed	25%	29%	22%	23%

From Appendix B Table 1, the following findings are summarised:

- Travel speed in the two districts is higher than the national data.
- Travel speed is the second highest contributing factor to fatal and serious injury crashes on local roads in the two districts.

For Carterton and South Wairarapa Districts, the percentage of all crashes on local roads involving inappropriate speed¹⁸ has varied from 5% to 19% in the ten-year period of 2012-2021, as shown in Figure Appendix B.5. The total number of crashes recorded in the two districts were 1,345, of which 657 crashes occurred on roads administered by CDC and SWDC.

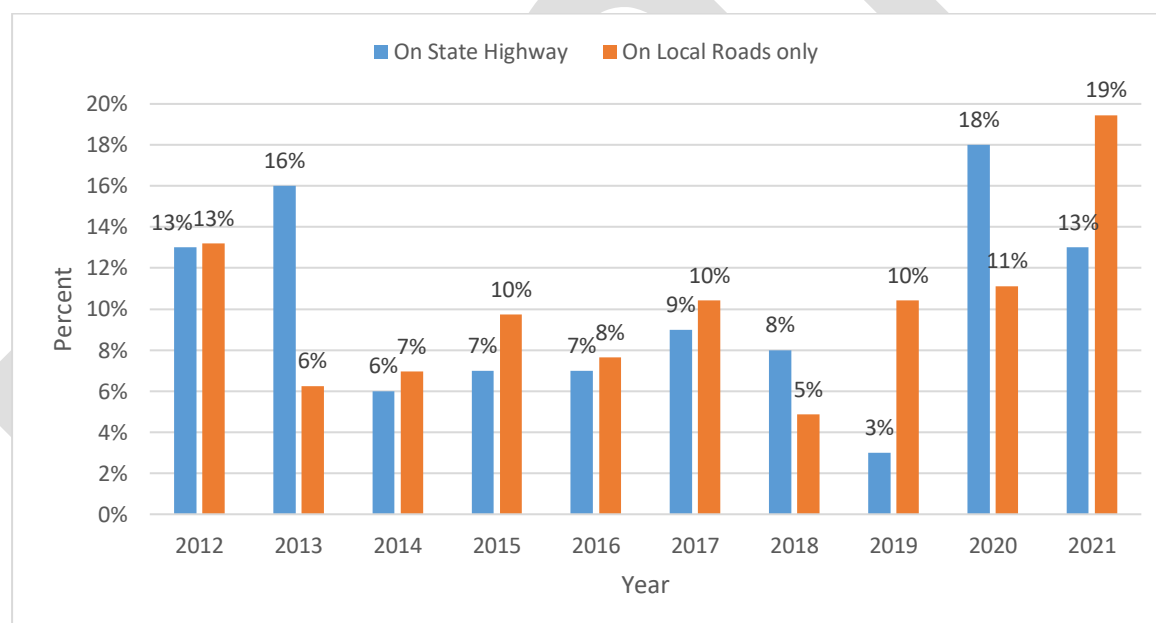


Figure Appendix B.5: Percentage of all crashes involving inappropriate speed in Carterton and South Wairarapa Districts, 2012-2021

¹⁸ CAS crash contributing cause factors codes used: 110-113; 115-119 and 518

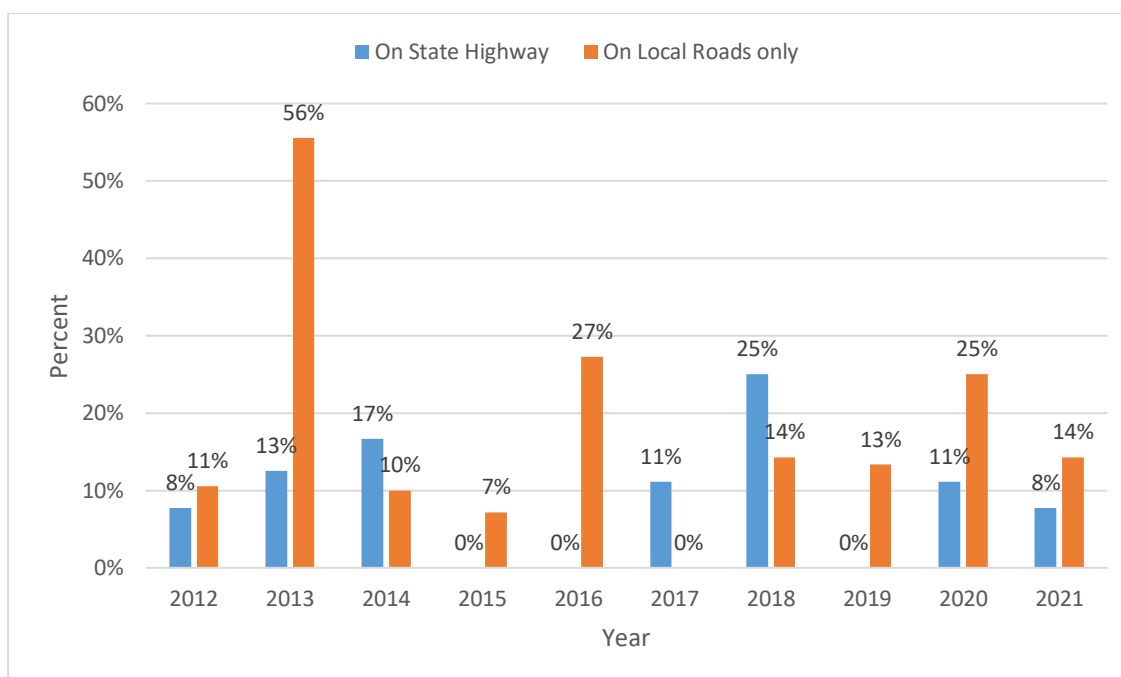


Figure Appendix B.6: Percentage of fatal and serious injury crashes involving inappropriate speed in Carterton and South Wairarapa Districts, 2012-2021

Figure Appendix B.6 shows that the percentage of fatal and serious injury crashes involving inappropriate speed occurring on local roads is much higher than those occurred on State Highways in eight of the ten years, with the highest of 56% on local roads in 2013.

Under the Road to Zero strategy, we can make a significant change in the number of death and serious injuries on our roads by implementing a good speed management programme. If drivers are driving at safe and appropriate speeds, the social costs will reduce considerably through possible lives saved and the reduction in the number of people who suffer from road trauma. Appendix B Table 2 shows other factors for the crashes involving inappropriate speed between 2012 and 2021, in Carterton and South Wairarapa Districts.

Appendix B Table 2: Other factors for the crashes involving inappropriate speed in Carterton and South Wairarapa Districts

Crashes involving inappropriate speed	Carterton and South Wairarapa Districts	
	On State Highways	Local Roads Only
Occurred on open roads	34%	49%
Occurred during night	13%	25%
Occurred at intersections	9%	15%

A clear relationship between crashes and inappropriate speed has been shown, in particular on our local roads where speed limits are currently higher than the SAAS.

B1 Crashes in Carterton, Greytown, Martinborough and Featherston

Similarly, the CAS database has been used to understand the reported crash history in the four urban areas in both districts (Carterton, Greytown, Martinborough and Featherston) over the 10-year period (2012-2021).

The analysis of the data for the reported fatal and serious injury crashes in the four areas during the 10-year period reveals:

- There have been 502 crashes in total, of which three are fatal crashes, 30 serious injury crashes, 122 minor injury crashes, and 347 non-injury crashes.
- The crashes resulted in 3 deaths, 33 serious injuries and 158 minor injuries.

The detailed number of fatal and serious injury crashes by year between 2012 and 2021 are illustrated in Figure Appendix B.7.

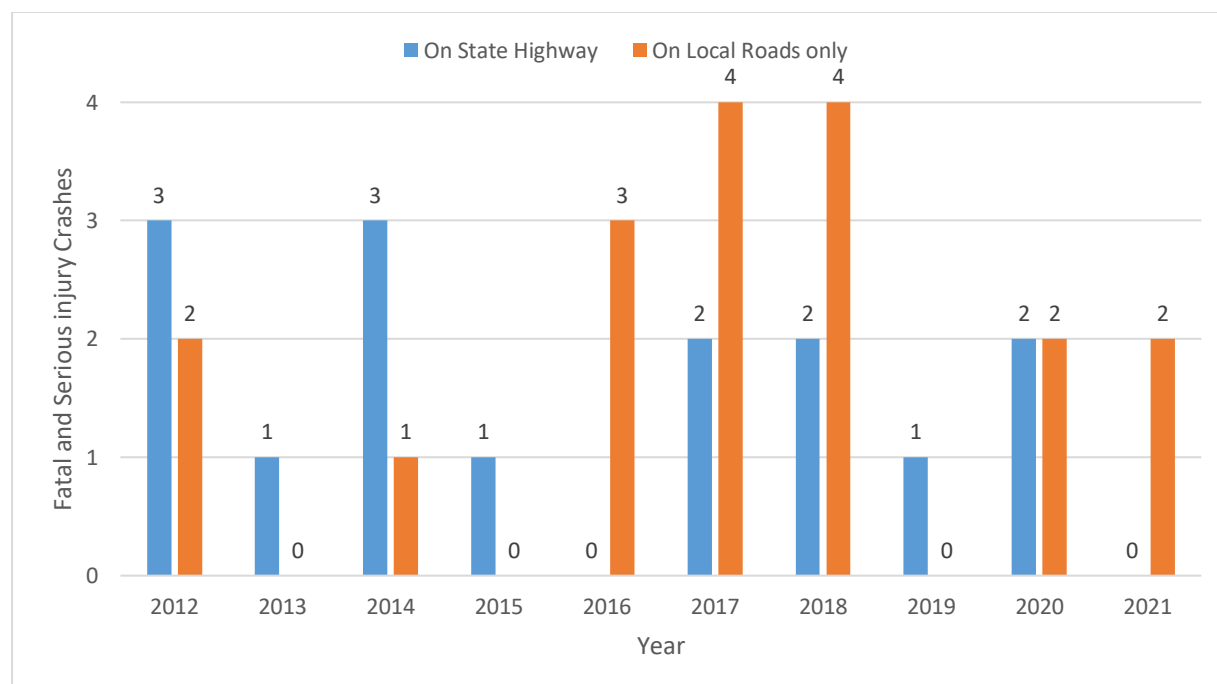


Figure Appendix B.7: Fatal and serious injury crashes by year in Carterton, Greytown, Martinborough and Featherston, 2012-2021

Figure Appendix B.7 shows that in recent six years (2016-2021), more fatal and serious injury crashes occurred on local roads than on state highways.

Figure Appendix B.8 shows the distribution of fatal and serious injury crashes in the four major urban areas. 17 crashes occurred on urban roads and 16 crashes occurred on rural roads in the areas.

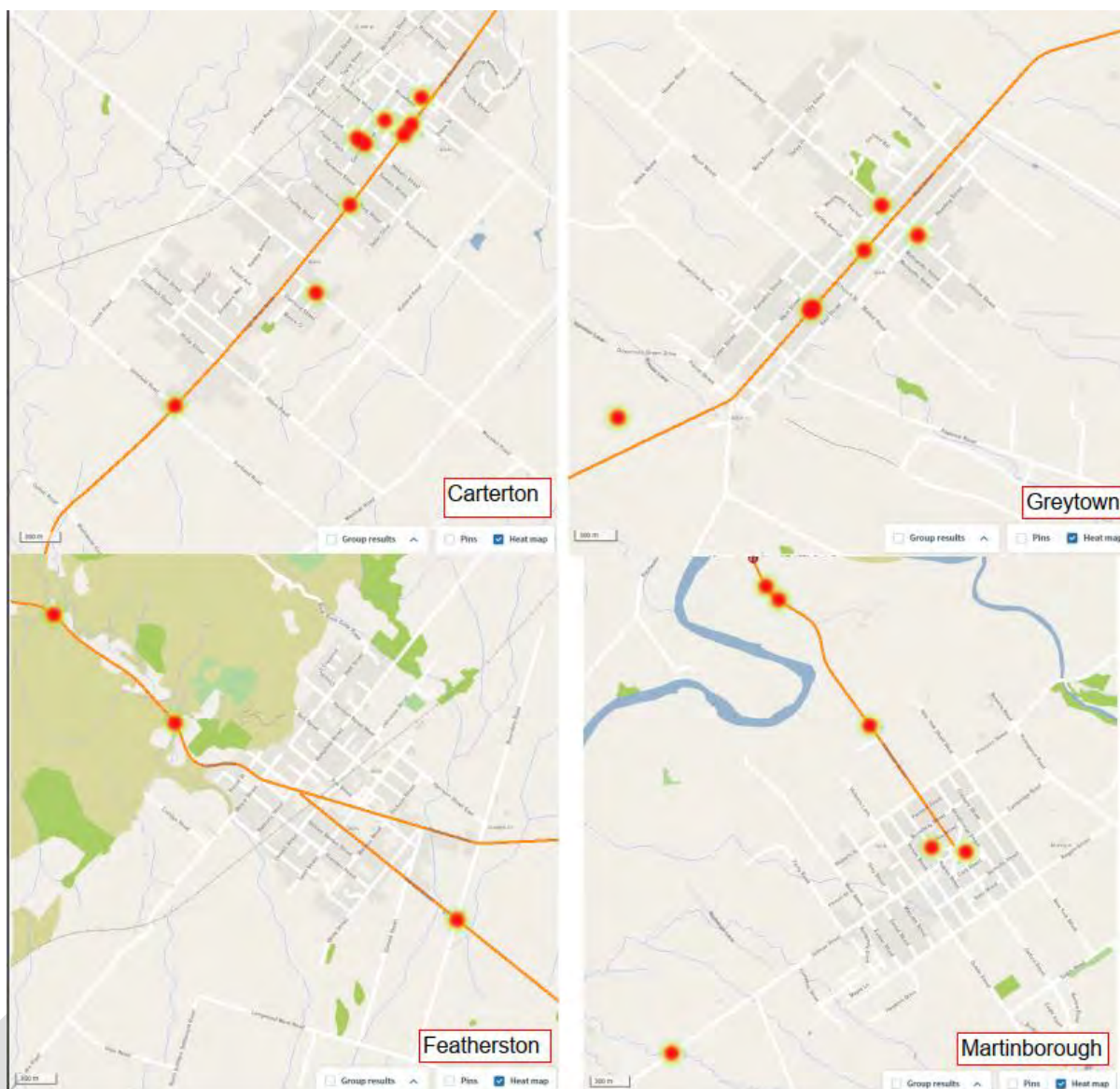


Figure Appendix B.8: Heatmap showing fatal and serious injury crashes within four urban areas in Carterton and South Wairarapa Districts, 2012-2021

Travel speed is among the top three contributing factors¹⁹ to fatal and serious injury crashes in these areas and these are:

- Alcohol: 10 crashes, 30%
- Poor observation: 10 crashes 30%
- Travel speed: eight crashes, 24%

The Figure Appendix B.9 shows all crashes involving inappropriate speed in the four areas. Detailed reviews of the crashes are in Appendix B1.1 to B1.4.

¹⁹ Note: one crash often has multiple contributing factors.

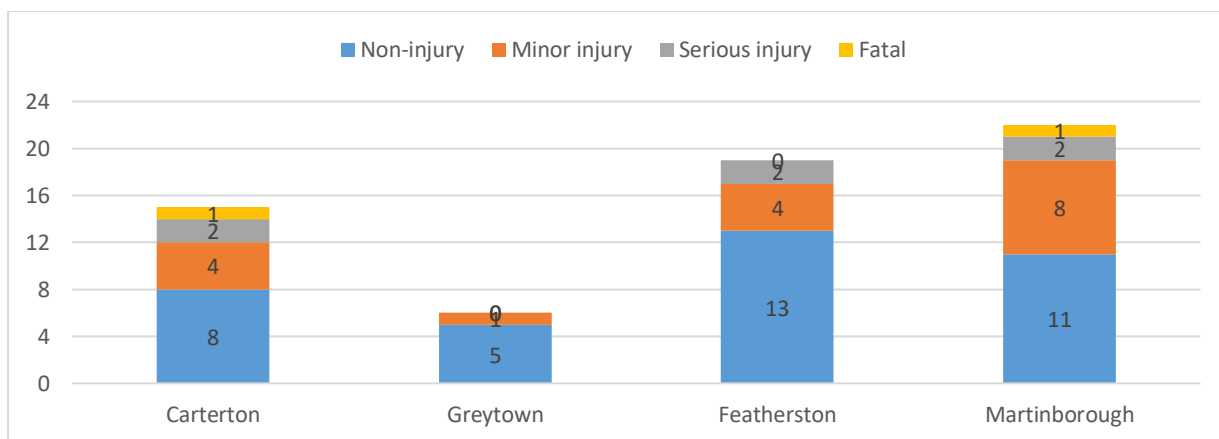


Figure Appendix B.9: Crashes involving inappropriate speed in four urban areas in Carterton and South Wairarapa Districts

B1.1 Carterton Township Crash Review

Carterton township is in Carterton District, approximately 15km southwest of Masterton in Masterton District or 9km northeast of Greytown in South Wairarapa District.

In Carterton township and the immediate area, 15 crashes have been recorded over the 10-year period involved travel speed as a contributing factor. Locations of these crashes are provided in Figure 10 and details of fatal and serious injury crashes involving inappropriate speed are provided in Appendix B Table 3.

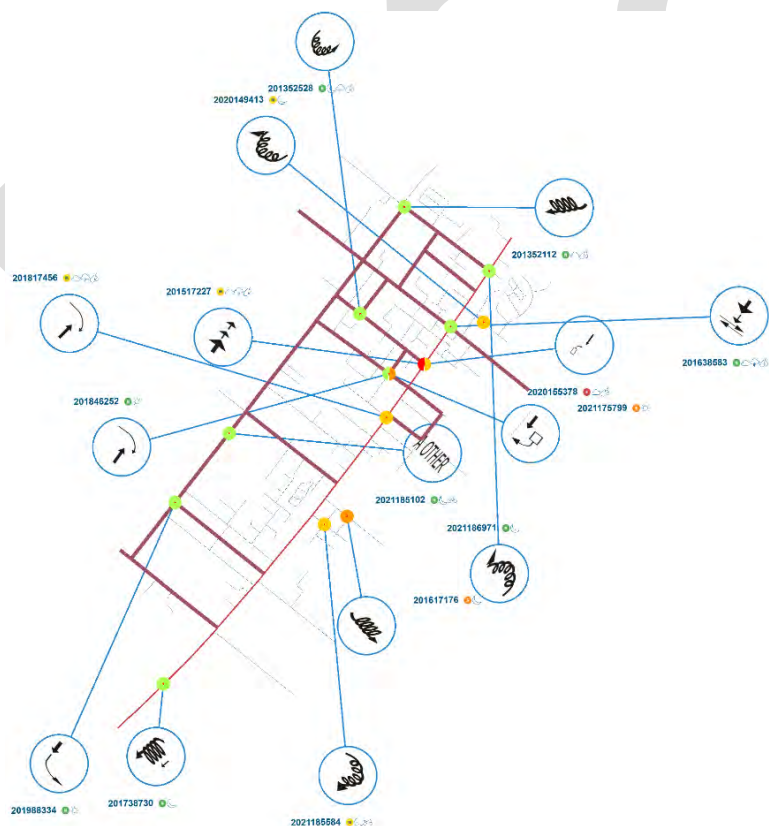


Figure 10: Collision diagram of crashes involving inappropriate speed in Carterton township and its vicinity, 2012-2021

Appendix B Table 3: Summary of fatal and serious injury crashes involving inappropriate speed for Carterton township, 2012-2021

Location	Code	Severity	Date and Time	Speed Limit	Description
Moreton Road	201617176	Serious	04/11/2016 Friday 1:27	50km/h	Driver driving west along Moreton Road. Vehicle has veered to the left hitting a tree on the side of the road
Victoria Street	2021175799	Serious	08/01/2021 Friday 15:02		Driver intended to turn right onto Garrison Street but veered left and then turned right. The driver collided with a car travelling west on Victoria Street.

In addition to the three fatal and serious injury crashes listed in Appendix B Table 3, there were 12 minor-injury and non-injury crashes involving inappropriate speed occurred within the ten-year period. One of the 12 crashes involved cyclist and none of the crashes involved pedestrians.

B1.2 Greytown Township Crash Review

Greytown is located in South Wairarapa District, approximately 9km southwest of Greytown in Carterton District.

Over the ten-year period 2012-2021, there were 94 reported crashes in the Greytown township area with the majority (68 crashes) happened along State Highway 2. These crashes resulted in one fatality, ten serious injuries and 47 minor injuries.

In Greytown township and the immediate area, six crashes have been recorded over the 10-year period involving travel speed as a contributing factor. None of these crashes involving inappropriate speed in Greytown were fatal or serious injury. None of the six crashes involved pedestrians or cyclists. Locations of these crashes are provided in Figure 11.

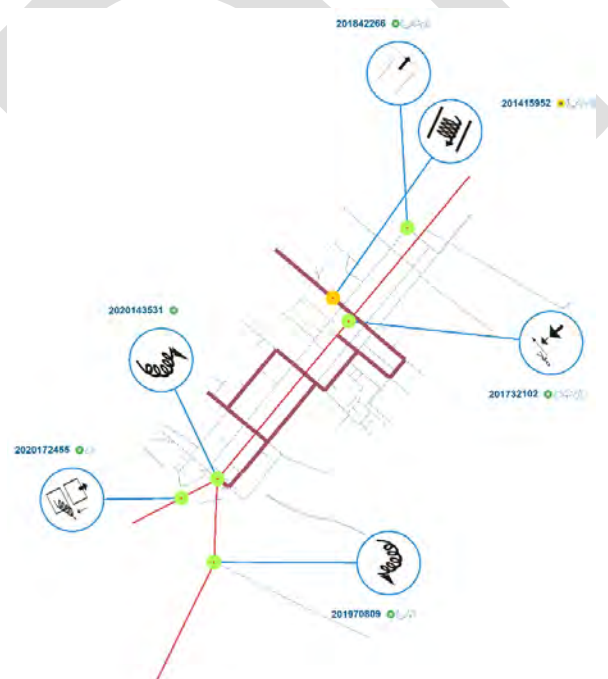


Figure 11: Collision diagram for crashes involving inappropriate speed in Greytown township and its vicinity, 2012-2021

B1.3 Featherston Township Crash Review

Featherston township is in South Wairarapa District, approximately 13km southwest of Greytown or 18km northwest of Martinborough in South Wairarapa District.

Over the ten-year period 2012-2021, there were 123 reported crashes in the Featherston township area with more crashes (71 crashes) occurred along State Highway 2 and State Highway 53. These crashes resulted in one fatality, three serious injuries and 30 minor injuries.

In Featherston township and the immediate area, 19 crashes have been recorded over the 10-year period involving travel speed as a contributing factor. None of these crashes involving inappropriate speed in Featherston were fatal but two crashes were serious injuries. None of the 19 crashes involved pedestrians but one of the crashes involved a cyclist. Locations of these crashes are provided in Figure 12. Two serious crashes involving inappropriate speed occurred on State Highway 2 and no fatal or serious crashes involving inappropriate speed occurred on local roads in Featherston township.

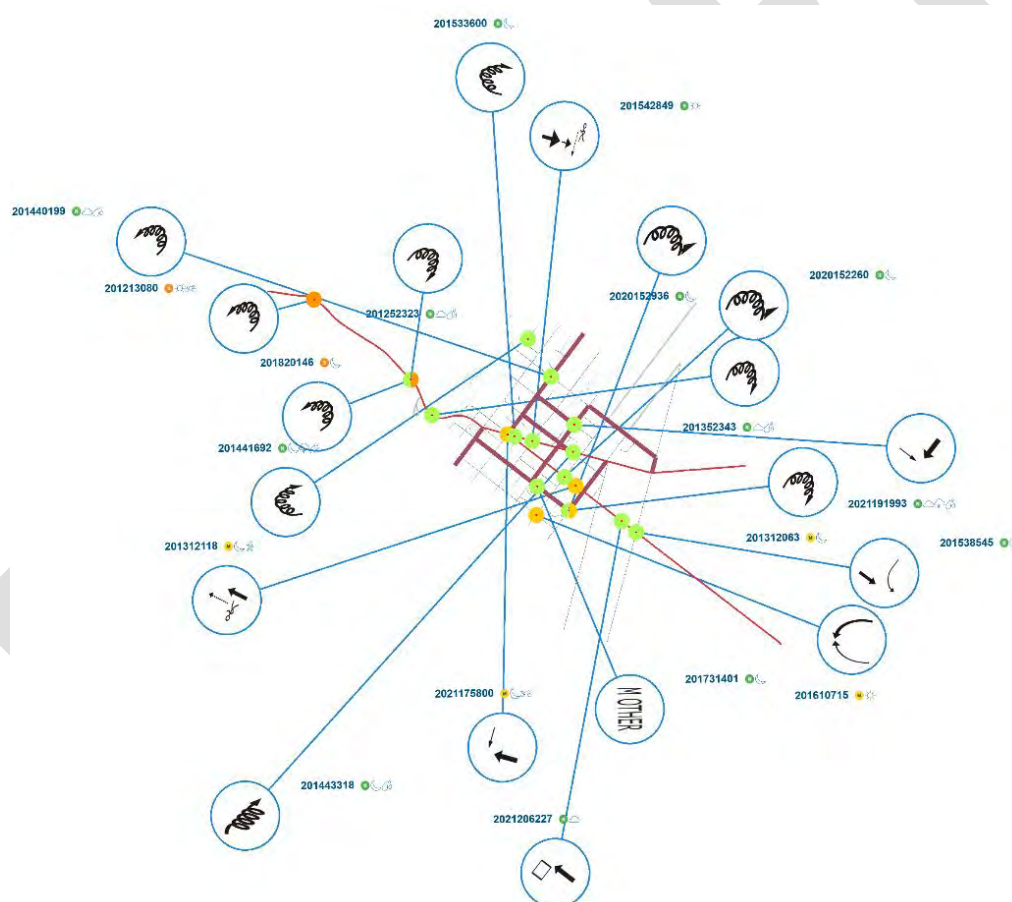


Figure 12: Collision diagram for crashes involving inappropriate speed in Featherston township and its vicinity, 2012-2021

B1.4 Martinborough Township Crash Review

Martinborough township is in South Wairarapa District, approximately 20km south of Greytown or 18km southeast of Featherston in South Wairarapa District.

Over the ten-year period 2012-2021, there were 107 reported crashes in the Martinborough township area with more crashes (73 crashes) occurred on local roads. These crashes resulted in one fatality, 12 serious injuries and 48 minor injuries.

In Martinborough township and the immediate area, 22 crashes have been recorded over the 10-year period involving travel speed as a contributing factor. One of these crashes involving inappropriate speed were fatal and two crashes were serious injuries. None of the 22 crashes involved pedestrians or cyclists. Locations of these crashes are provided in Figure 13 and details of fatal and serious injury crashes involving inappropriate speed are provided in Appendix B Table 4.

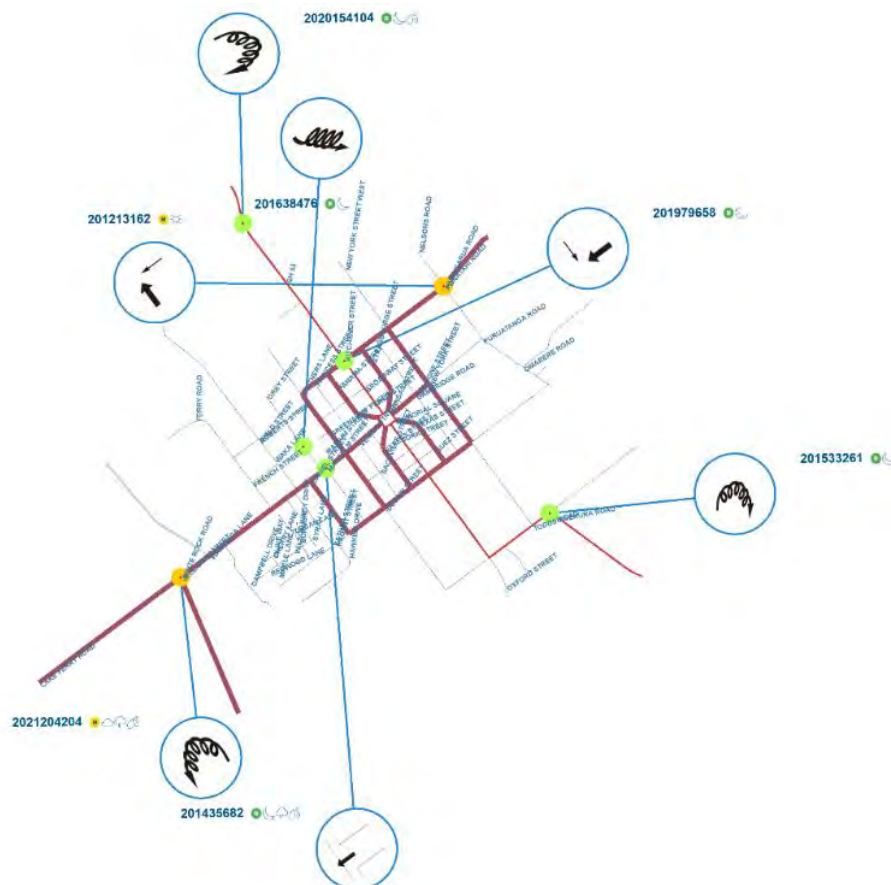


Figure 13: Collision diagram for crashes involving inappropriate speed in Martinborough township and its vicinity, 2012-2021

Appendix B Table 4: Summary of fatal and serious injury crashes involving inappropriate speed for Martinborough township, 2012-2021

Location	Code	Severity	Date and Time	Speed Limit	Description
Ponatahi Road	201414055	Serious	14/07/2014 Monday 17:15	100km/h	Vehicle lost control after a possible tyre blowout. Vehicle crossed the centreline, hit a bank and rolled once.
Shooting Butts Road	201600219	Fatal	29/09/2016 Thursday 7:00		A vehicle failed to remain on the gravel surface and collided with deep culvert with no seat belt fastened.
Fraters Road	2021176303	Serious	10/01/2021 Sunday 7:45		The driver entered a corner too fast and veered off onto the grass verge.

B1.5 Crashes on other roads

In Carterton and South Wairarapa Districts, MegaMaps shows approximately 32% of the roads (urban and rural) are unsealed. 44% of the rural roads in the two districts are unsealed.

Gravel, or other unsecured material can move if braking suddenly and a lot of crashes happen from vehicles losing traction and sliding off the roads at speed²⁰.

CAS database has been used to understand the reported crash history in the rural area of Carterton and South Wairarapa Districts over the 10-year period (2012-2021).

The analysis of the data for the reported fatal and serious injury crashes in the rural areas during the 10-year period reveals:

- There have been 907 crashes in total, of which 19 fatal crashes, 95 serious injury crashes, 240 minor injury crashes, and 553 non-injury crashes.
- The crashes resulted in 20 deaths, 103 serious injuries and 336 minor injuries.

The detailed number of fatal and serious injury crashes by year between 2012 and 2021 are illustrated in Figure Appendix B.14.

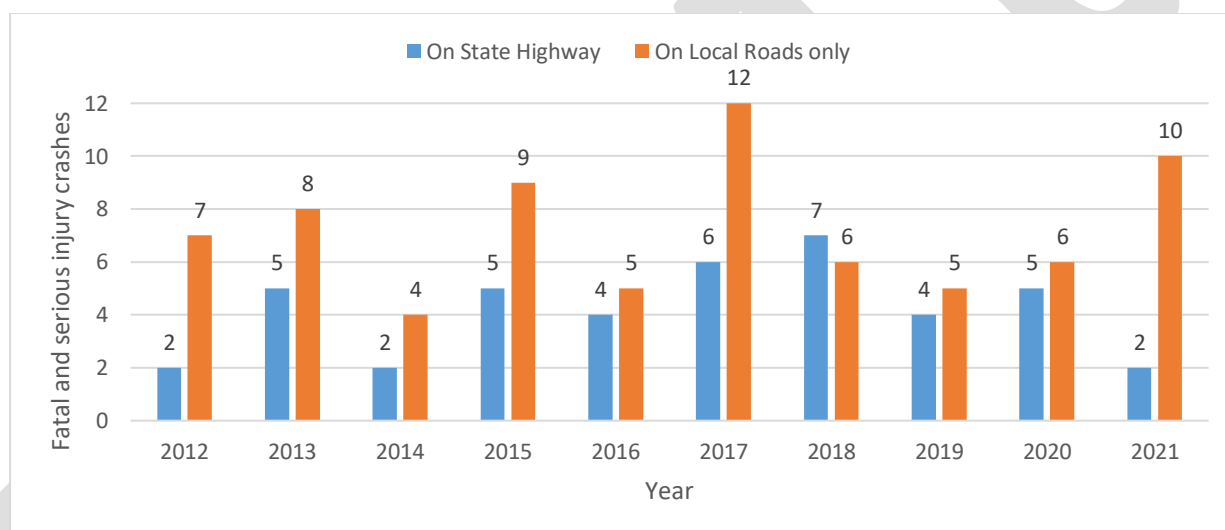


Figure Appendix B.14: Fatal and serious injury crashes by year on roads with maximum speeds of 100km/h 2012-2021

Figure Appendix B.14 shows that in the 10-year period, there were more fatal and serious injury crashes occurred on local roads than on state highway in Carterton and South Wairarapa Districts. Figure 15 shows the distribution of fatal and serious injury crashes on open roads of the two districts.

²⁰ Paraphrased from Department of Conservation: <https://www.doc.govt.nz/parks-and-recreation/things-to-do/scenic-driving/tips-for-driving-on-unsealed-roads/>

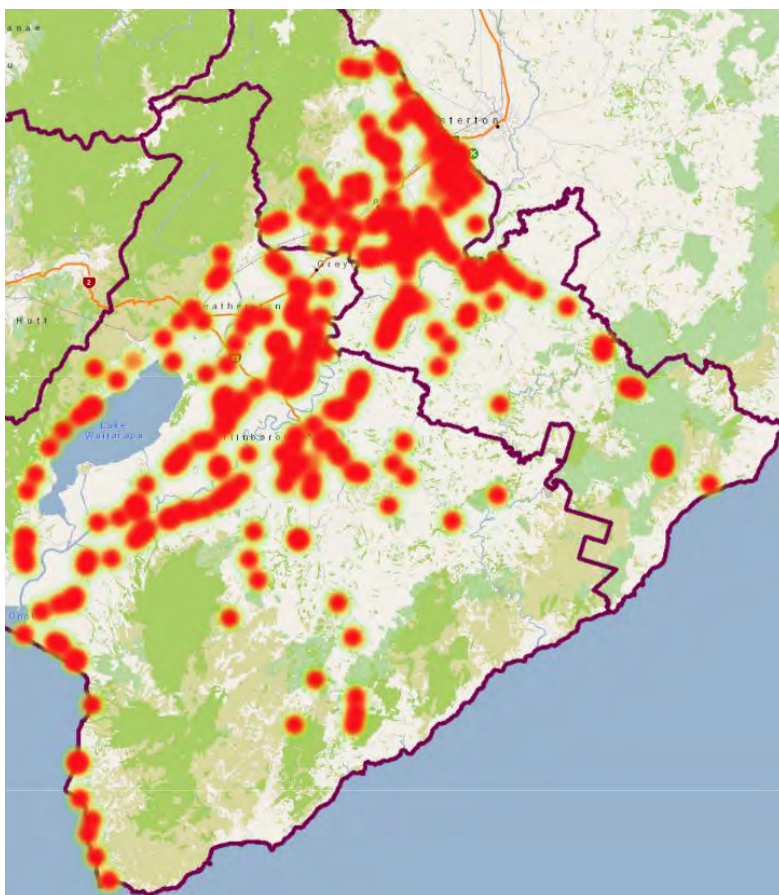


Figure 15: Heatmap showing fatal and serious injury crashes on open roads administered by CDC and SWDC, 2012-2021

Travel speed is among the top three contributing factors²¹ to fatal and serious injury crashes in these areas and these are:

- Poor handling: 33 fatal and serious injury crashes, 29%
- Travel speed: 31 fatal and serious injury crashes, 27%
- Alcohol: 31 fatal and serious injury crashes, 27%
- Poor observation: 31 fatal and serious injury crashes, 27%

B1.6 Crashes related to schools

Carterton and South Wairarapa Districts have a total of 14 schools as listed in Appendix A, of which five are rural schools. As on 1 July 2021, the 14 schools have enrolled 2,678 students²². National statistics indicate that an average of 13% of children would walk and or cycle to school unattended. If Carterton and South Wairarapa Districts were representative of the national average, of these students 348 would walk and or cycle to school unattended.

²¹ Note: one crash often has multiple contributing factors.

²² Source: Education Counts: South Wairarapa District: <https://www.educationcounts.govt.nz/know-your-region/territorial-authority/student-population/year?district=50®ion=9>
Carterton District: <https://www.educationcounts.govt.nz/know-your-region/territorial-authority/student-population/year?district=49®ion=>

A total of four crashes occurred within the immediate 100m buffer area of schools in the two districts over the 10-year period. One of them was a serious injury crash and the other three were minor injury crashes. Although none of the crashes recorded involved inappropriate speed and none of these occurred during school time, there were high number of crashes that happened in the vicinity of schools where the posted speed limit is above 30km/h for urban schools and 60km/h for rural schools.

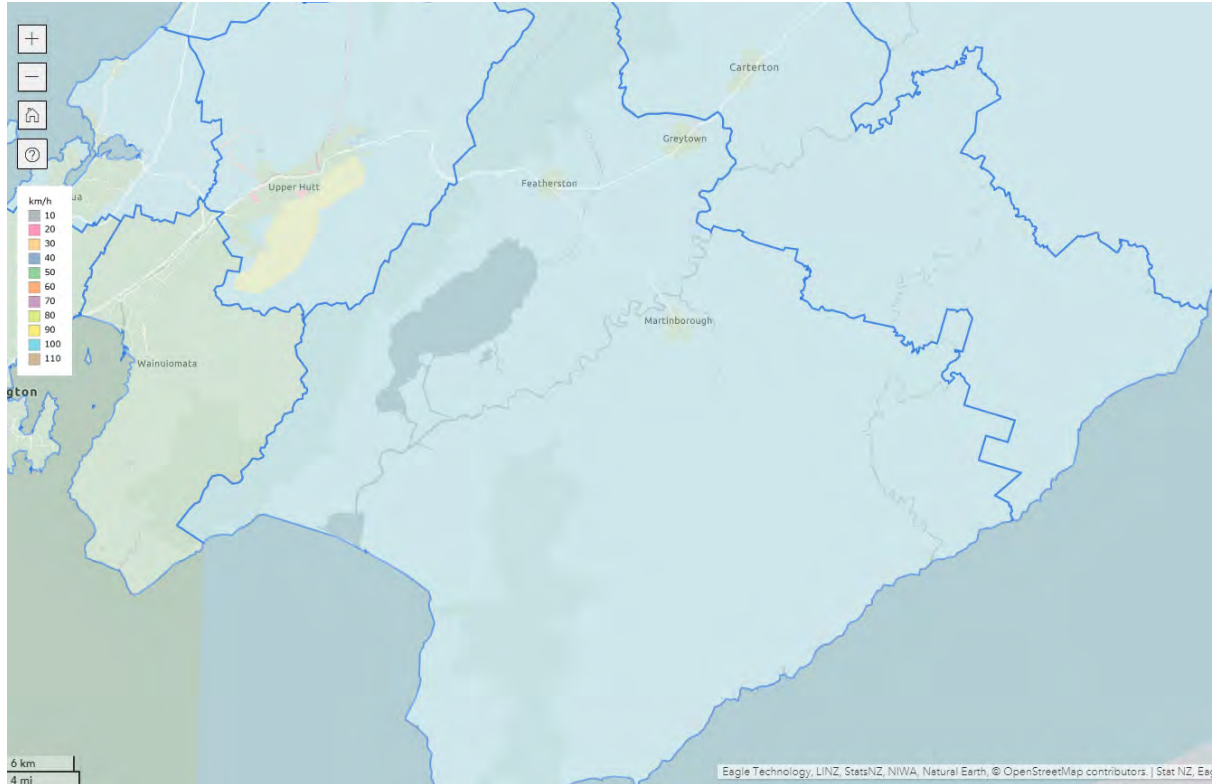
Two crashes occurred on local roads within 100m buffer area of schools in the two districts, as summarised in Appendix B Table 5.

Appendix B Table 5: Crashes occurred on local roads within 100m buffer area of schools in Carterton and South Wairarapa

Crash ID	Crash road	Date	Time	Injuries	Urban or open road	Surface	Natural Light	Weather	Description
201812272	Lyon Street	Sat, 20/03/2018	0:30	1 minor	Urban	Dry	Dark	Fine	Driver spun onto a raised island and hit a give-way sign.
201978414	Te Whiti Road	Mon, 18/11/2019	17:40	1 serious	Open	Dry	Bright sun	Fine	A wheel on the back of a tractor fell off and impacted with a cyclist.

Appendix C Existing speed limits

The National Speed Limit Register shows that the existing speed limits are 100km/h outside the main four urban areas: Carterton, Greytown, Featherston and Martinborough, as shown in Appendix C.1.



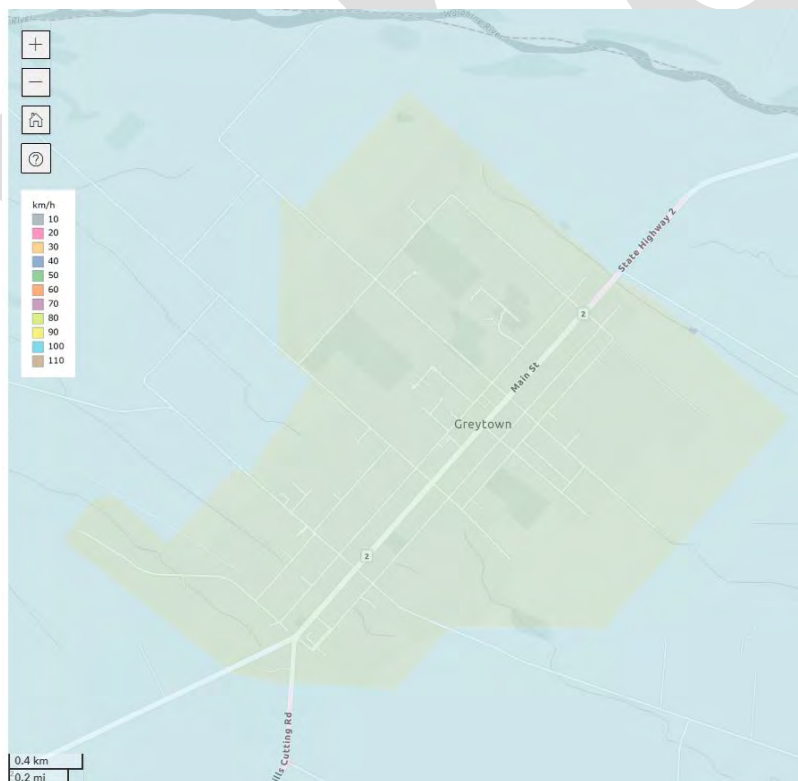
Appendix C.1: Existing speed limits in Carterton District and South Wairarapa District

The posted speed limit in the urban area of the township is shown in Appendix C.2.



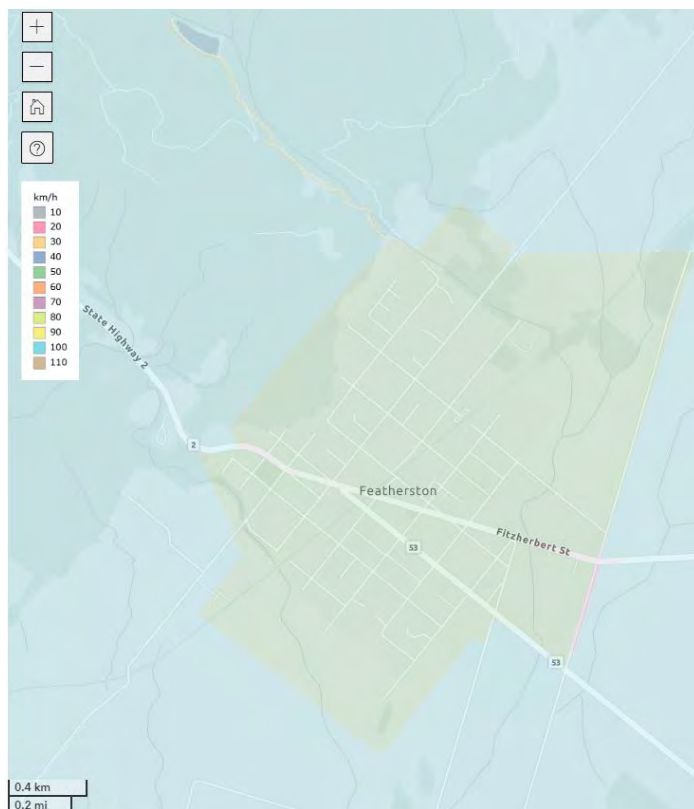
Appendix C.2: Posted speed limit in NSLR for Carterton township

The posted speed limit in the urban area of the township is shown in Appendix C.3.



Appendix C.3: Posted speed limit in NSLR for Greytown township

The posted speed limit in the urban area of the township is shown in Appendix C.4.



Appendix C.4: Posted speed limit in NSLR for Featherston township

The posted speed limit in the urban area of the township is shown in Appendix C.5.



Appendix C.5: Posted speed limit in NSLR for Martinborough township

Appendix D Safe and appropriate speed limits criteria

The setting of safe and appropriate speed limits involves integrating and aligning the One Network Framework street categories with safe and appropriate speed limit ranges and using the following criteria as advised in the Speed Management Guide: Road to Zero Edition 2022, as shown in figure Figure Appendix D.1 to Figure Appendix D.4.

Draft

ONF street category	Safe and appropriate speed limit 10km/h	Safe and appropriate speed limit 20km/h	Safe and appropriate speed limit 30km/h	Safe and appropriate speed limit 40km/h	Safe and appropriate speed limit 50km/h	Safe and appropriate speed limit 60km/h
Civic spaces	SAAS is 10 km/h unless the criterion is satisfied for a higher SAAS	Criterion <ul style="list-style-type: none"> Not a fully mixed environment, with some street space allocated for different users such as footpath separate from vehicle lane 				
Local street			SAAS is 30km/h			
Activity streets, main streets, city hubs			SAAS is 30km/h unless the criterion is satisfied for a higher SAAS	Criterion <ul style="list-style-type: none"> On-street cycle lane or separated cycling facility provided Desirable or future characteristics <ul style="list-style-type: none"> All walking and cycling crossings along the corridor designed to achieve an operating speed of no more than 30km/h 		

Figure Appendix D.1: Criteria for safe and appropriate speed limits – civic spaces, local streets, activity streets, main streets and city hubs

ONF street category	Safe and appropriate speed limit 40km/h	Safe and appropriate speed limit 50km/h	Safe and appropriate speed limit 60km/h
Urban connectors	SAAS is 40km/h unless criteria are satisfied for a higher SAAS	<p>Criteria</p> <p>Continuous formed footpath provided on at least one side of the road and either:</p> <ul style="list-style-type: none"> • is median divided, and • land use is not residential <p>OR:</p> <ul style="list-style-type: none"> • land use is controlled access <p>OR:</p> <ul style="list-style-type: none"> • is median divided or multi-lane undivided, and • AADT > 12,000 vpd (per carriageway for divided streets), and • on-street cycle lane is provided <p>OR:</p> <ul style="list-style-type: none"> • Separated cycling facility is provided. <p>Desirable characteristics</p> <ul style="list-style-type: none"> • Formal crossing facilities for pedestrians at all major intersections, and • All walking and cycling crossings along the corridor designed to achieve operating speeds of no more than 30km/h. 	<p>Criteria</p> <p>Continuous formed footpath provided on at least one side of the road and:</p> <ul style="list-style-type: none"> • is median divided, and • land use is not residential, and • separated cycling facility is provided, and • on-street parking is prohibited. <p>Desirable characteristics</p> <ul style="list-style-type: none"> • Formal crossing facilities for pedestrians at all major intersections, and • All walking and cycling crossings along the corridor designed to achieve operating speeds of no more than 30km/h.
Transit corridors	Safe and appropriate speed limit 60km/h	Safe and appropriate speed limit 80km/h	Safe and appropriate speed limit 100km/h
		SAAS is 80km/h unless criteria are satisfied for a higher SAAS	<p>Criteria</p> <p>Road is:</p> <ul style="list-style-type: none"> • median divided, and • land use is 'no access' or 'controlled access', and • alignment is straight or curved, and • right-turn movements across opposing lanes are not permitted except at roundabouts. <p>Desirable Characteristics</p> <ul style="list-style-type: none"> • A fully separated cycling along or adjacent to the corridor.

Figure Appendix D.2: Criteria for safe and appropriate speed limits – urban connectors and transit corridors

ONF street category	Safe and appropriate speed limit 40km/h	Safe and appropriate speed limit 50km/h	Safe and appropriate speed limit 60km/h	Safe and appropriate speed limit 80km/h
Stopping place	Criteria <ul style="list-style-type: none"> No formal off-road parking provided (roadside parking occurs), and pedestrians are expected on the roadside or crossing the road. 		SAAS is 60km/h unless criteria are satisfied for a higher or lower SAAS NoteOTE: SAAS must be no higher than the adjacent sections of rural road; for instance, if criteria are met for a SAAS of 80km/h but the SAAS of adjacent road sections either side of the Stopping Place are 60km/h, then the SAAS of the Stopping Place would also be 60km/h.	Criteria <ul style="list-style-type: none"> All parking is provided off road and is physically separated from traffic lanes, and Parking area is accessed via appropriate turning facilities on the main road (for example, a right-turn bay). Desired characteristics <ul style="list-style-type: none"> All walking and cycling crossings along the corridor designed to achieve an operating speed of no more than 30km/h
Peri-urban roads		Criteria <ul style="list-style-type: none"> Land use is not rural (that is, adjacent land use is transitioning to urban and has an access density of 10/km or more). Desired characteristics <ul style="list-style-type: none"> Continuous formed footpath provided on at least one side of the road. 	SAAS is 60km/h unless criteria are satisfied for a higher or lower SAAS	Criteria Is sealed, has a marked centreline and: <ul style="list-style-type: none"> alignment is straight, and carriageway width is 7.6m or more OR: <ul style="list-style-type: none"> alignment is curved, and carriageway width is 8.5m or more. Desirable characteristics <ul style="list-style-type: none"> Has some form of edge delineation such as edgeline pavement markings and/or edge marker posts.
Rural roads			SAAS is 60km/h unless criteria are satisfied for a higher SAAS	Criteria Is sealed, has a marked centreline and: <ul style="list-style-type: none"> is multilane undivided OR: <ul style="list-style-type: none"> alignment is straight OR: <ul style="list-style-type: none"> alignment is curved, and land use is remote rural or no access OR: <ul style="list-style-type: none"> alignment is curved, and land use is rural residential, and carriageway width is 8.5m or more OR: <ul style="list-style-type: none"> alignment is curved, and land use is rural residential, and AADT is less than 6,000vpd, and carriageway width is 7.6m or more, and access density is less than 5/km. Desirable characteristics <ul style="list-style-type: none"> Has some form of edge delineation such as edgeline pavement markings and/or edge marker posts.

Figure Appendix D.3: Criteria for safe and appropriate speed limits – stopping place, peri-urban roads and rural roads

ONF street category	Safe and appropriate speed limit 60km/h	Safe and appropriate speed limit 80km/h	Safe and appropriate speed limit 100km/h	Safe and appropriate speed limit 110km/h
Rural connector	Criteria <ul style="list-style-type: none"> Road stereotype is unsealed OR: Alignment is tortuous OR: Infrastructure Risk Rating is 1.8 or over OR: Access Density $\geq 10/\text{km}$ 	SAAS is 80km/h unless criteria are satisfied for a higher or lower SAAS Criteria <ul style="list-style-type: none"> Road is sealed and has a marked centreline and edgeline pavement markings OR: <ul style="list-style-type: none"> edge marker posts. NOTE: Any roads that do not meet these criteria should have a SAAS of under 80km/h until such time that delineation is improved to the minimum standard.	Criteria Road is: <ul style="list-style-type: none"> median divided, and alignment is straight or curved. 	
Interregional connectors	Criteria <ul style="list-style-type: none"> Road stereotype is unsealed OR: <ul style="list-style-type: none"> Alignment is tortuous OR: <ul style="list-style-type: none"> Infrastructure Risk Rating is 1.8 or over OR: <ul style="list-style-type: none"> Access Density $\geq 10/\text{km}$ 	SAAS is 80km/h unless criteria are satisfied for a higher or lower SAAS Criteria Road is: <ul style="list-style-type: none"> sealed and has a marked centreline and edgeline pavement markings OR: <ul style="list-style-type: none"> edge marker posts. NOTE: Any roads that do not meet these criteria should have a SAAS of under 80km/h until such time that delineation is improved to the minimum standard.	Criteria Road is: <ul style="list-style-type: none"> median divided, and alignment is straight or curved. 	Criteria Corridor is at least 5 km in length, and has: <ul style="list-style-type: none"> stereotype is dual carriageway or median divided, and alignment is straight or curved, and land use is No Access, and 2 or more lanes in each direction, and AADT is less than 25,000 per direction, and intersections are grade separated and have spacing of 1.5km or more, and personal Risk of Low or Low-Medium. NOTE: Approval is required from Waka Kotahi for a speed limit of 110km/h. The implications of increased emissions from a 110km/h speed limit should also be considered

Figure Appendix D.4: Criteria for safe and appropriate speed limits – rural connector and interregional connectors

Appendix E Reported fatal and serious injury crashes involving inappropriate speeds on local roads in Carterton and South Wairarapa districts

Crash ID	Crash road	Side road	Metres from side Road/feature	Day	Date	Time	FAT	SEV	MIN	School Zone	Urban or open road	Surface	Natural light	Weather	Description
201211368	HUGHES LINE	CORNWALL ROAD	260	Fri	24/02/2012	18:20	0	1	2	Yes	Open	Dry	Bright sun	Fine	A vehicle attempted to have a car racing with another vehicle but then lost control when travelling onto the opposite side.
201211632	KAHUTARA ROAD	EAST-WEST ACCESS ROAD	540	Sun	22/04/2012	12:25	0	1	0	No	Open	Dry	Bright sun	Fine	Front wheel of vehicle lost control on change of road surface when the driver of exiting raised bridge downhill with possible excessive speed.
201211934	PONATAHI ROAD	CARTERTON LONGBUSH ROAD	1500	Tue	15/05/2012	13:30	0	1	0	Yes	Open	Dry	Overcast	Fine	A truck loaded with logs travelling north to Martinborough had its trailer rolled over and started to slide down the road.

201310008	KOKOTA U ROAD	PONATAHI ROAD	1200	Tue	12/02 /2013	18:15	1	0	0	Yes	Open	Dry	Bright sun	Fine	A vehicle travelling home came a round a moderate bend and went to the right side of the road then lost control and went through the fence. The vehicle rolled and the driver was ejected possible through the sunroof.
201310009	WILTON S ROAD		0	Sun	17/02 /2013	8:11	1	1	0	Yes	Open	Dry	Bright sun	Fine	A vehicle collided with the side of a locomotive after failing to stop at railway crossing with East Taratahi Road. The driver was thrown out of the vehicle landing 20-30m south of the crossing.
201310024	KAHUTA RA ROAD	ROTOTAWA I ROAD	870	Thu	30/05 /2013	2:59	1	1	0	No	Open	Wet	Dark	Fine	A vehicle came around a bend and lost control sliding sideways into a fencepost before coming to a full stop.
201310051	ADMIRA L ROAD	TE WHITI ROAD	2800	Mon	14/10 /2013	15:30	1	0	0	Yes	Open	Dry	Overcas t	Fine	A truck lost control and overturned when turning left.

201311725	TE WHARA U ROAD	PUKETIRO ROAD	2040	Sat	18/05 /2013	4:00	0	1	0	Yes	Open	Wet	Dark	Fine	A car travelling down Te Wharau Hill Road and drove straight ahead over the side of the hill and broke through a fence. Driver probably intoxicated and there were no brake marks prior to the crash.
201414055	PONATA HI ROAD	JOHNS WAY	2250	Mon	14/07 /2014	17:15	0	1	0	No	Open	Dry	Twilight	Fine	A vehicle lost control after a possible tyre blowout. The vehicle hit grass verge before overcorrecting and crossed centreline hitting a bank and rolled once.
201510997	LAKE FERRY ROAD	POUAWHA ROAD	50	Sat	21/03 /2015	18:00	0	1	0	No	Open	Dry	Bright sun	Fine	Head-to-tail crash occurred at a right-hand bend on Lake Ferry Road. The front vehicle slowed down as approaching the bend but the car behind didn't reduce the speed and crashed into a ditch.

201600026	CAPE PALLISE R ROAD	WHANGAIM OANA BEACH ROAD	750	Sun	24/01 /2016	13:00	1	0	0	No	Open	Dry	Bright sun	Fine	A motorcyclist enters corner too fast and from too far to the left and fell from the bike and got trapped under a car travelling in the opposite direction.
201600219	SHOOTING BUTTS ROAD	WHITE ROCK ROAD	1170	Thu	29/09 /2016	7:00	1	0	0	No	Open	Dry	Dark	Fine	Driver travelling west has failed to remain on a straight section of Butts Road with gravel surface. The vehicle left road and collided with deep culvert then rolled.
201617176	MORETON ROAD	BOOTH ST	100	Fri	4/11/ 2016	1:27	0	1	0	No	Urban	Dry	Dark	Fine	Driver driving west along Moreton Road. Vehicle has veered to the left hitting a tree on the side of the road
201810317	WESTERN LAKE ROAD	ROTOMANU RISE	1090	Fri	12/01 /2018	15:50	0	1	1	No	Open	Dry	Overcast	Fine	A truck was heading north on Western Lake Road when it went across the road and slid sideways back onto the left-hand side where the front has hit a tree breaking the tree off and causing the van to roll over onto the driver-side.

201950099	TE WHITI ROAD	WAIPOAPO A ROAD	235	Sat	2/02/2019	20:20	0	1	0	Yes	Open	Dry	Twilight	Fine	Driver consumed alcohol and drove off at speed then crashed into a bank and rolled his vehicle.
201960957	NORFOLK ROAD	CHESTER ROAD	567	Fri	2/08/2019	8:26	0	1	1	Yes	Open	Dry	Bright sun	Fine	The driver was possibly exceeding the speed limit when coming to the corner past Chester Road. The driver hit the grass verge, then fence and rolled multiple times and then coming to a stop in the middle of a grass paddock.
2020143468	LAKE FERRY ROAD	WHAKATO MOTOMO ROAD	537	Su	19/01/2020	11:45	0	1	0	No	Open	Wet	Overcast	Light rain	The motorcyclist was approaching a left hand bend with poor visibility at an estimated speed of 120kmph. The motorcyclist was then thrown from his motorcycle into a ditch on his side of the road.

202014897 1	DAKINS ROAD	EAST TARATAHI ROAD	567	Sat	21/03 /2020	17:36	0	2	0	Yes	Open	Dry	Overcas t	Fine	A vehicle was driving at speed and hit the bank to the left of the road which caused the vehicle to roll approximately 50 metres down the road. Neither passenger nor driver was wearing seatbelts.
202015537 8	HIGH STREET SOUTH	PEMBROKE STREET		Fri	19/06 /2020	12:26	1	0	1	Yes	Urban	Wet	Overcas t	Fine	A driver overtook a line of northbound traffic at speed. He then clipped one of the cars he has overtaken and then has collided head-on with a southbound vehicle.
202016524 4	BUCKS ROAD	UNDERHILL ROAD	2430	Sat	26/09 /2020	13:30	0	1	2	No	Open	Dry	Overcas t	Fine	A driver lost control of the vehicle on a corner travelling at about 50km/h. The vehicle came to a stop once it made impact with the grass bank and tree.
202016796 0	ADMIRA L ROAD	TE WHITI ROAD	3142	Sat	17/10 /2020	11:23	0	2	0	Yes	Open	Dry	Overcas t	Fine	Competitor's vehicle has left the road on the exit to a right hand bend.

202117579 9	VICTORIA STREET	GARRISON STREET		Fri	8/01/ 2021	15:02	0	1	1	Yes	Urban	Dry	Bright sun	Fine	A vehicle intended to turn right into Garrison Street but then veered left and turned right and collided with another vehicle travelling on the opposite direction.
202117630 3	FRATER S ROAD	WHITE ROCK ROAD	645	Sun	10/01/ 2021	7:45	0	1	0	No	Open	Dry	Bright sun	Fine	The driver entered the corner too fast and veered off onto the grass verge on the left of the road before crashing into a ditch and flipped onto its side causing extensive damage.
202120117 3	EAST WEST ACCESS ROAD	TE HOPAI ROAD	653	Mon	27/09/ 2021	23:30	0	1	0	No	Open	Wet	Dark	Light rain	A vehicle lost control and the vehicle spun 180 degrees as it crossed both lanes and went into a culvert on the other side of the road.
202120893 9	TORA ROAD	WHITE ROCK ROAD	4315	Sat	25/12/ 2021	15:07	0	1	1	No	Open	Dry	Overcast	Fine	Driver lost control of the vehicle shortly after transitioning onto gravel road due to inexperience with driving on gravel road.

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Appendix 3 – SWDC SMP technical Report



Speed Management Plan - Technical Assessment

Prepared for

South Wairarapa District Council

Prepared by

Tonkin & Taylor Ltd

Date

May 2023

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1 Background

South Wairarapa District Council (the 'Council') is developing a speed management plan with a 10-year vision and three-year implementation plan for the district, as required by the Land Transport Rule: Setting of Speed Limits 2022. The plan includes short-term and long-term road safety goals; speed limit changes for the whole network, and future improvements to roads to support changes in speed limits if and when required.

Changes to speed limits will be on-going as development in the district continues and to achieve alignment with the Road to Zero Action Plan¹ with respect to speed management. This initial plan will provide guidance on when, how and why speed should be managed on each of the roads identified.

This technical report identified roads around schools and marae, and roads with local priority that have been collated to form an implementation plan in the next three years (2024-2027).

The Speed Management Plan provides the ten-year vision that contains objectives, principles and measures, aligns with the Government Policy Statement and Road to Zero road strategy and adopts the whole of network approach. The Speed Management Plan will be reviewed every three years in alignment with the National Land Transport Programme funding cycle to provide alignment with funding opportunities. The Speed Management Plan will also be reviewed when significant changes in development or funding occur, necessitating a change to the implementation plan.

Due to funding limitations those locations that require physical works will need to be prioritised. The initial ranking has been undertaken based on risk. However due to the legislative requirements for schools and marae, these locations are prioritised in the first instance along with those local priority roads identified by the Council.

By 2027, Council will be required to have reduced the speed limits in the vicinity of all 14 schools within both districts to a maximum of 30km/hr for urban schools or 60km/hr for rural schools speed limits in either variable or permanent. Roads around marae are one of the focuses for safe and appropriate speed to emphasise the site-specific needs on the corridor.

The intention is for the plan to be reviewed every three years in alignment with the National Land Transport Programme funding cycle to provide alignment with funding opportunities. The plan will also be reviewed when significant changes in development or funding occur necessitating a change to the implementation plan.

This document sets out the technical assessment undertaken on each of the roads identified for review in 2023.

1.1 Speed management reviews

Those roads considered as part of the development of the inaugural speed management plan for South Wairarapa District have been identified from the following sources:

- Roads within close proximity of a school;
- Roads with a frontage to a marae;
- Roads with local priority identified by the Council;
- Roads that have a high mean operating speed (5km/h or above the Safe and Appropriate Speed (SaAS)).

¹ Road to Zero Action Plan 2020-2022: https://www.transport.govt.nz/assets/Uploads/Report/Road-to-Zero-Action-Plan_Final.pdf

Each of the roads / locations originally identified are listed below, with additional information and their assessment as well as details of any adjacent roads or sections of road that were included in the review.

1.2 Signs and road marking

A speed limit sign must be located on the left-hand side of a road at or near and not more than 20m from the point on the road where a speed limit changes.

Each location will require site specific design but is unlikely to vary significantly to provide a degree of consistency for drivers as they travel throughout the district.

Other supporting infrastructure improvements have been identified for each location as required and the installation of these will be dependent on the funding available for these types of works.

2 Schools and marae

There are eight schools and three marae in South Wairapapa for which the speed limit needs to be lowered to comply with the Land Transport Rule: Setting of Speed Limits 2022. The following sections consider the current use of the roads around each school and marae, and proposes speed limits and any other measures to assist with safety and accessibility.

2.1 Greytown School

Greytown School is a full primary school (Year 0 – 8) with a pedestrian crossing on East Street and pedestrian and vehicle access on Reading Street. Footpaths are provided on both sides of East Street and Reading Street. Construction of a wider footpath is underway to replace and extend the existing footpath on the western side (school side) on Reading Street. There are no cycle facilities in the area.



Figure 2.1: Greytown School access (Source: Waka Kotahi MegaMaps)

The speed information for roads near Greytown School from MegaMaps² is shown in Table 2.1

² MegaMaps is a geospatial tool which contains speed management information and guidance for road network of each road controlling authority. <https://www.nzta.govt.nz/safety/partners/speed-and-infrastructure/safe-and-appropriate-speed-limits/mega-maps/>

Table 2.1: Speed information for roads near Greytown School

	East Street (between Church Street and McMaster Street)	Reading Street (between Church Street and McMaster Street)	Church Street	McMaster Street
AM peak mean speed	33 km/h	19 km/h	19 km/h	17 km/h
PM peak mean speed	36 km/h	19 km/h	19 km/h	16 km/h
Mean operating speed	39 km/h	20 km/h	20 km/h	19 km/h
Posted speed limit	50 km/h	50 km/h	50 km/h	50 km/h

To improve the survivability of crashes involving pedestrians and cyclists, an impact speed of 30km/h or below is considered to be the safe and appropriate speed for these vulnerable users. East Street between Church Street and McMaster Street has a high operating speed of 39km/h while the operating speeds on all the other roads are below the 30km/h threshold.

East Street is categorised as Activity Streets in the One Network Framework (ONF). Activity Streets provide access to shops and services by all modes. They have a significant movement demand as well as place, so competing demands need to be managed within the available road space. The Safe and Appropriate Speed (SaAS) is 30km/h. Given the high operating speed and high pedestrian activities on East Street, the existing speed limit is proposed to be reduced from 50km/h to 30km/h to align with the SaAS. The speed limits on the sections of Reading Street, Church Street and McMaster Street around Greytown School should also be lowered to 30km/h permanently for consistency and to enhance the residential nature in the vicinity.

In order to ensure drivers to comply with the lowered speed limit, traffic calming features should be introduced to reduce the operating speed, such as raised pedestrian crossing or narrowing parts of the road.

2.2 Kuranui College

Kuranui College is a secondary school (Year 9 – 15) with accesses on Wakelin Street and Bidwills Cutting Road. Both roads are designed to prioritise vehicle movements. Footpaths are available along the eastern side (school side) of Bidwills Cutting Road between SH2 and Arbor Place. There are no footpaths or cycling facilities available on the rest of Bidwills Cutting Road or Wakelin Street. Footpaths are available on East Street but these terminate at the intersection with Wakelin Street and a formal pedestrian crossing is not available. Designated pick-up and drop-off areas for buses are located on both Bidwills Cutting Road and Wakelin Street.



Figure 2.2: Kuranui College access (Source: Waka Kotahi MegaMaps)

The speed information for roads near Kuranui College from MegaMaps is shown in Table 2.2.

Table 2.2: Speed information for roads near Kuranui College

	Bidwills Cutting Road (from SH2 to 240m south on Bidwills Road)	Bidwills Cutting Road (from 240m south on Bidwills Road to Kemptons Line)	Wakelin Street	East Street	Arbor Place
AM peak mean speed	51 km/h	65 km/h	16-17 km/h	21 km/h	-
PM peak mean speed	52 km/h	64 km/h	16-17 km/h	21 km/h	-
Mean operating speed	63 km/h	72 km/h	16-17 km/h	18 km/h	7 km/h
Posted speed limit	50 km/h	70 km/h	50 km/h	50 km/h	50 km/h

To improve the survivability of crashes involving pedestrians and cyclists, impact speed of 30km/h or below is considered to be the safe and appropriate speed for vulnerable users. Wakelin Street and East Street have operating speeds lower than 30km/h. The operating speed on Bidwills Cutting Road is much higher than the 30km/h threshold. The high operating speed on Bidwills Cutting Road could be due to the straight road alignment, no cues of a lower-speed environment (e.g., lack of a pedestrian crossing, or medium to high density developments), lack of school zone speed limit sign and warning signs.

The speed limit for Wakelin Street and East Street around Kuranui College is proposed to be reduced to 30km/h which aligns with the SaAS and enhances the residential nature. Bidwills Cutting Road

from SH2 to 240m south on Bidwills Road shall have a new speed limit of 30km/h and from 240m south on Bidwills Cutting Road to Kemptons Line to have a speed limit of 40km/h. The new speed limit on Arbor Place shall be 30km/h to be consistent with the new speed limit of 30km/h on Bidwills Cutting Road.

A speed limit and school warning sign on Bidwills Cutting Road, (example shown in Figure 2.3) would support lowered speed limits given the current high operating speeds.



Figure 2.3: W19-2.1 Warning – symbol illuminated when activated (Kura School) — Permanent warning³

2.3 St Teresa's School

St Teresa's School is a full primary school (Year 0 – 8) with the main access on Bell Street. This main access is for pedestrians only with no vehicle access. A pedestrian crossing is available outside this access. A designated school bus stop is also located next to this access. Footpaths are provided on both sides of Bell Street. The footpaths opposite the school entrance terminate at the vehicle crossing of 62 Bell Street, as indicated in Figure 2.4. There are no cycle facilities in the area.



Figure 2.4: St Teresa's School area (Source: Waka Kotahi MegaMaps)

³ Waka Kotahi Traffic control devices manual: Warning – symbol illuminated when activated (Kura School) — Permanent warning from <https://www.nzta.govt.nz/resources/traffic-control-devices-manual/sign-specifications/view/1207?category=&term=kura>

The speed information for roads near St Teresa's School from MegaMaps is shown in Table 2.3.

Table 2.3: Speed information for roads near St Teresa's School

	Bell Street	Birdwood Street
AM peak mean speed	26 km/h	28 km/h
PM peak mean speed	25 km/h	28 km/h
Mean operating speed	30 km/h	37 km/h
Posted speed limit	50 km/h	50 km/h

To improve the survivability of crashes involving pedestrians and cyclists, an impact speed of 30km/h or below is considered to be the safe and appropriate speed for these vulnerable users. There are signs near the school advising drivers to slow down but no formal roadside warning signs. The speed limit on the sections of Bell Street and Birdwood Street around the school shall be reduced to 30km/h to align with safe speeds around school and enhance the residential nature in the area. Warning signs (as shown in Figure 2.3) and new speed limit signs are recommended on Bell Street and Birdwood Street.

2.4 Featherston School

Featherston School is a full primary school (Year 0 – 8) with access near 10 Lyon Street. This access has a vehicle crossing and a separate pedestrian entrance. A designated school bus stop is outside this access. Footpaths are provided on both sides of Lyon Street. There are no cycle facilities in the area. There is no pedestrian crossing facility on Lyon Street.



Figure 2.5: Featherston School (Source: Waka Kotahi MegaMaps)

The speed information for road near Featherston School from MegaMaps is shown in Table 2.4.

Table 2.4: Speed information for road near Featherston School

	Lyon Street
AM peak mean speed	26 km/h
PM peak mean speed	28 km/h
Mean operating speed	30 km/h
Posted speed limit	50 km/h

To improve the survivability of crashes involving pedestrians and cyclists, impact speed of 30km/h or below is considered to be the safe and appropriate speed for vulnerable users. The operating speed on Lyon Street is at the 30km/h threshold and the operating speed on Wallace Street is slightly above the 30km/h threshold. There is currently a sign on Lyon Street advising a speed limit of 40km/h when school children are present. The speed limit on Lyon Street shall be reduced to 30km/h to align with safe speeds around school and enhance the residential nature in the area. A warning sign, as shown in Figure 2.3, is also recommended on Lyon Street.

The width of Lyon Street is approximately 12.5 metres which is a long crossing distance for pedestrians. Therefore, it's recommended to review the pedestrian access to the school and consider formalising the crossing points (e.g., kerb build-outs or two-staged crossing) to reduce crossing distance and improve the safety for pedestrians.

2.5 Martinborough School

Martinborough School is a full primary school (Year 0 – 8) with two pedestrian entrances on Dublin Street and a pick-up and drop-off area on Roberts Street. A pedestrian crossing is available on Dublin Street near the southern entrance. A designated school bus stop is available on Dublin Street near the northern entrance. Footpaths are provided on both sides on Dublin Street. Footpaths are only available on one side on Roberts Street and Grey Street. There are no cycle facilities in the area.



Figure 2.6: Martinborough School area (Source: Waka Kotahi MegaMaps)

The speed information for road near Martinborough School from MegaMaps is shown in Table 2.5.

Table 2.5: Speed information for road near Martinborough School

	Dublin Street	Roberts Street	Grey Street
AM peak mean speed	31 km/h	27 km/h	26 km/h
PM peak mean speed	39 km/h	28 km/h	26 km/h
Mean operating speed	48 km/h	31 km/h	27 km/h
Posted speed limit	50 km/h	50 km/h	50 km/h

To improve the survivability of crashes involving pedestrians and cyclists, an impact speed of 30km/h or below is considered to be the safe and appropriate speed for these vulnerable users. The operating speed on Dublin Street is above the 30km/h threshold and there are likely more pedestrian activities on Dublin Street than Roberts Street and Grey Street. This is because there are more footpaths and pedestrian crossing available that are more attractive to users. There is a warning sign for the pedestrian crossing outside the school on Dublin Street but there are no speed limit signs nor any physical features to reduce the speed. The permanent speed limits on Dublin Street, Roberts Street and Grey Street are proposed to be reduced to 30km/h to align with safe speeds around school and enhance the residential nature in the area. The erection of a warning sign (as shown in Figure 2.3) is recommended on Dublin Street. All the roads in the school zone should have new speed limit signs installed.

In order to support a lowered speed environment on Dublin Street, traffic calming features are recommended, such as raised pedestrian crossing or speed humps.

2.6 South Featherston School

South Featherston School is a full primary school (Year 0 – 8). The school access is located on South Featherston Road with parking and pick-up and drop-off area immediately outside. Footpaths are not available on South Featherston Road and there are no cycling facilities. The existing South Featherston School zone starts 20 metres south of Longwood East Road and ends at 160 metres south of Longwood East Road. The existing speed limit is 50km/h with a variable speed limit of 40km/h during pick-up and drop-off periods.

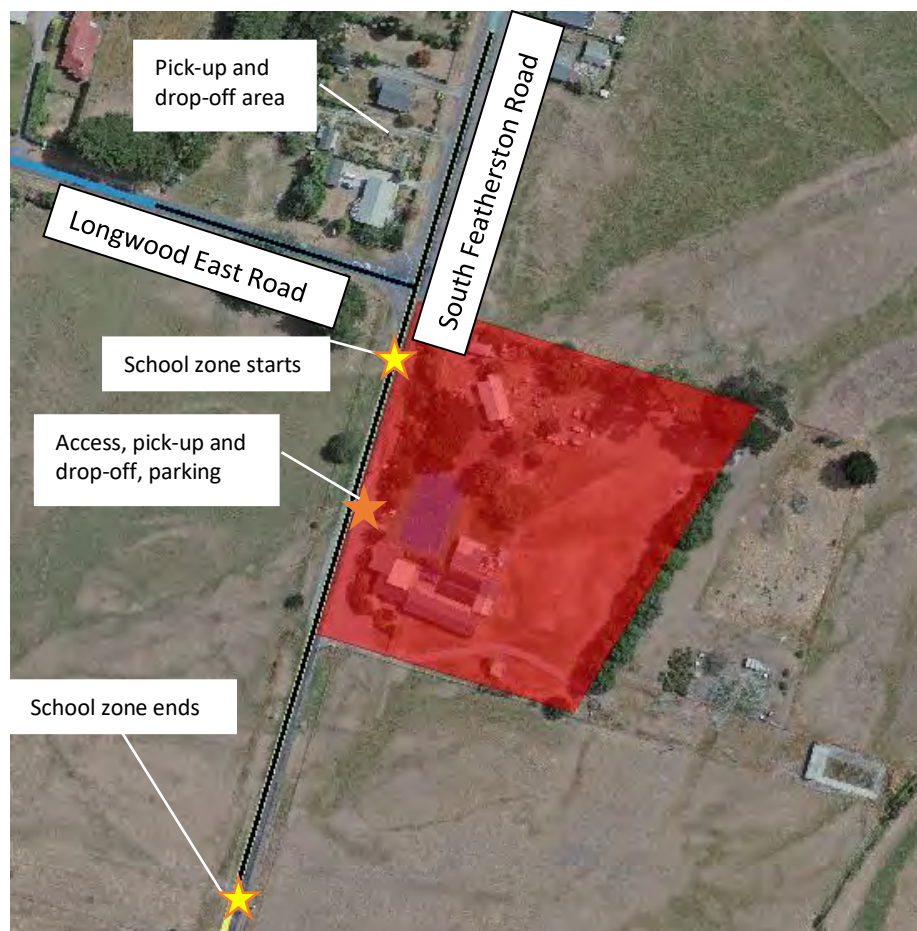


Figure 2.7: South Featherston School area (Source: Waka Kotahi MegaMaps)

The speed information for roads near South Featherston School from MegaMaps is shown in Table 2.6.

Table 2.6: Speed information for roads near South Featherston School

	South Featherston Road between Longwood East Road and 160m south of Longwood East Road	South Featherston Road between Longwood East Road and 100m north of Longwood East Road	Longwood East Road between South Featherston Road and 90m west of South Featherston Road
AM peak mean speed	51 km/h	46 km/h	26 km/h
PM peak mean speed	52 km/h	46 km/h	26 km/h
Mean operating speed	48 km/h	48 km/h	26 km/h
Posted speed limit	50 km/h	50 km/h	50 km/h

To improve the survivability of crashes involving pedestrians and cyclists, impact speed of 30km/h or below is considered to be the safe and appropriate speed for vulnerable users. The operating speed on South Featherston Road is very high which could be due to the straight road alignment, no cues of a lower-speed environment (e.g. pedestrian crossing, medium to high density developments), and lack of traffic calming features.

Extending the school zone north of Longwood East Road to include the school drop-off and pick-up point will reduce the speed limit in the residential area of South Featherston. This will align with the residential nature of the area as there are more cues of a low-speed environment to drivers (e.g. increased number of driveway and more residential dwellings). The speed limits on the sections of South Featherston Road and Longwood East Road shall be reduced to 30 km/h to also align with safe speeds around schools. The erection of a warning sign (as shown in Figure 2.3) is recommended on South Featherston Road. New speed limit signs should be installed to replace the existing ones. A 200-metre section of 60km/h is proposed for a transition between the 100km/h and 30km/h.

In order to ensure drivers to comply with the new speed limit and reduce the operating speed on South Featherston Road, traffic calming features are recommended to reduce the operating speed, such as speed table at the intersection or speed humps.

2.7 Pirinoa School

Pirinoa School is a full primary school (Year 0 – 8). The access is located on Lake Ferry Road (opposite McDougalls Road) with parking and pick-up and drop-off area immediately outside. Footpaths are not available in this section of Lake Ferry Road and there are no cycling facilities. There is a warning sign and road marking south of the school on Lake Ferry Road. There is only road marking on Lake Ferry Road north of the school.



Figure 2.8: Pirinoa School area (Source: Waka Kotahi MegaMaps)

The speed information for road near Pirinoa School from MegaMaps is shown in Table 2.7.

Table 2.7: Speed information for the road near Pirinoa School

	Lake Ferry Road (between 70m northeast of McDougalls Road and 220m southwest of McDougalls Road)
AM peak mean speed	59 km/h
PM peak mean speed	55 km/h
Mean operating speed	73 km/h
Posted speed limit	70 km/h

The surrounding lane use is primarily rural around Pirinoa School and there are no pedestrians and cycling facilities available on Lake Ferry Road. It is likely that all students travel to and from the school in vehicles. The existing speed limit is 70km/h and the mean operating speed is 73km/h.

Given the high operating speed and surrounding land use, a speed limit of 30km/h is not appropriate and unlikely to have compliance. To achieve a speed environment of 30 km/h at school drop-off and pick-up times several features would be required such as gateway treatments on each approach with road narrowing, pedestrian crossings and potentially narrowing the road between the gateway treatment locations.

The existing operating speeds at both AM and PM peaks are close to 60km/h. To support a speed environment of 60 km/h at school drop-off and pick-up times improved speed limit signage and markings would be required. Monitoring of safety and speed is recommended to identify whether further measures are required.

2.8 Kahutara School

Kahutara School is a full primary school (Year 0 – 8). There are two main access to Kahutara School. One small gate for pedestrians is located at 75m southwest from Pukio West Road and the pick-up and drop-off area is opposite Pukio West Road. Footpaths are not available in this section of Kahutara Road and there are no cycling facilities. There is a warning sign located 85m northeast of Pukio West Road on Kahutara Road. There is also an informal sign “Flashing Light! Caution Children” under the warning sign. Another informal sign is found at 240m east of Pukio West Road without a warning sign.



Figure 2.9: Kahutara School area (Source: Waka Kotahi MegaMaps)

The speed information for roads near Kahutara School from MegaMaps is shown in Table 2.8.

Table 2.8: Speed information for the road near Kahutara School

	Kahutara Road between 250m west of Pukio West Road and 160m northeast of Pukio West Road	Pukio West Road between Kahutara Road and 90m south of Kahutara Road
AM peak mean speed	73 km/h	34 km/h
PM peak mean speed	74 km/h	34 km/h
Mean operating speed	78 km/h	34 km/h
Posted speed limit	100 km/h	100 km/h

The surrounding lane use is primarily rural around Kahutara School and there are no pedestrians and cycling facilities available on Kahutara Road or Pukio West Road. It is likely that all students travel to and from the school in vehicles. The existing speed limit on Kahutara Road is 100km/h and the mean operating speed is 73km/h.

Given the high operating speed and surrounding land use, a speed limit of 30km/h is not appropriate and unlikely to have compliance. To achieve a speed environment of 30 km/h at school drop-off and pick-up times several features would be required such as gateway treatments on each approach with road narrowing, pedestrian crossings and potentially narrowing the road between the gateway treatment locations.

The existing operating speeds at both AM and PM peaks are higher than the safe speed limit of 60km/h around a rural school. To support a speed environment of 60 km/h at school drop-off and pick-up times improved speed limit signage and markings would be required. Monitoring of safety and speed is recommended to identify whether further measures are required.

2.9 Hau Ariki marae

Regent Street runs between Burgundy Drive and Puruatanga Road in Martinborough. The location is indicated in Figure 2.11. The Hau Ariki marae is located on Regent Street between New York Street and Puruatanga Road in Martinborough. There is no signage on the road to identify the marae nor any advance warning signage or directional signage to show the location of the marae.

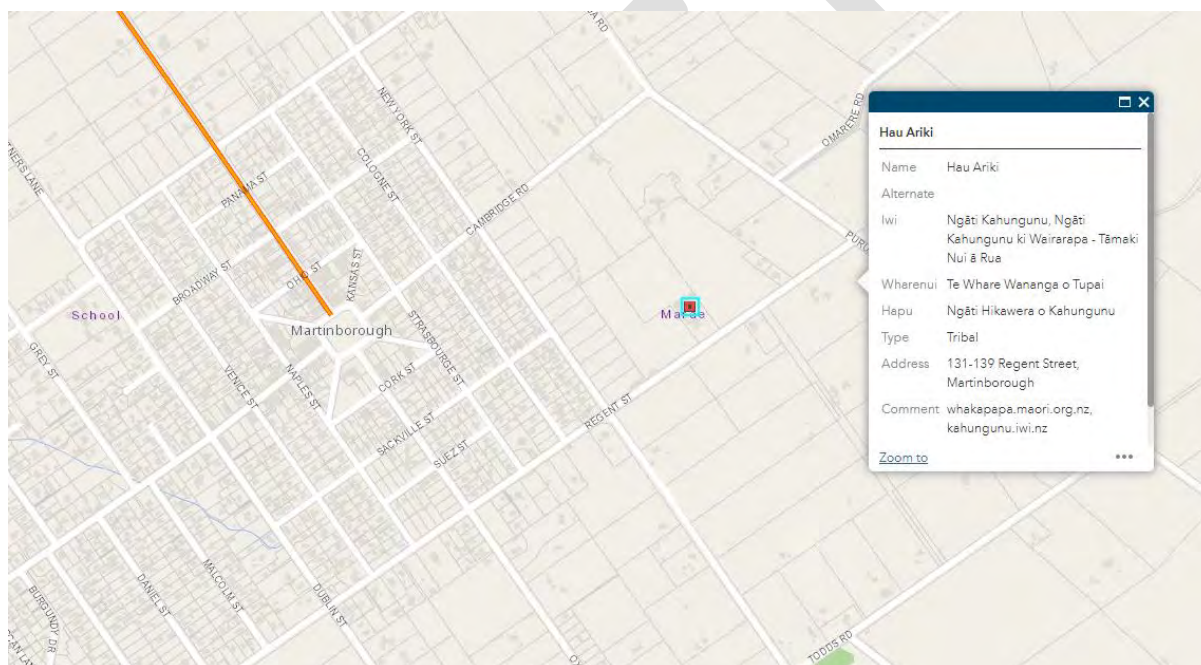


Figure 2.10: Location of Hau Ariki marae (Source: Waka Kotahi MegaMaps)

The information for the road near Hau Ariki marae from MegaMaps is shown in Table 2.9.

Table 2.9: Megamaps information for the road near Hau Ariki marae

	Regent Street
Posted speed limit	100 km/h
Operating speed	51-52 km/h
SaAS	60 km/h

When tangihanga, poukai or hui are held at the marae, the capacity of marae grounds to hold all parked vehicles may become insufficient. The demand for parking will overflow onto the road and participants need to walk from their cars to the marae ground which generate high pedestrian activities. Regent Street between New York Street and Puruatanga Road does not have any

pedestrian facilities and activities at marae may occur at any time of the day. Therefore, the speed limit on this section of Regent Street shall be permanently reduced to 30km/h due to high expected number of pedestrians. A cultural marae sign and a marae warning and supplementary – pedestrians shall be erected, as shown in Figure 2.11.



Figure 2.11: Options of cultural marae sign (left) and W16-11 marae warning and supplementary – pedestrians (right)⁴

2.10 Pāpāwai marae

Pa Road runs between Burgundy Drive and Puruatanga Road in Martinborough. The Pāpāwai marae is located at 18 Pa Road, Pāpāwai. There is no signage on the road to identify the marae nor any advance warning signage or directional signage to show the location of the marae.

The information for the road near Pāpāwai marae from MegaMaps is shown in Table 2.10.

Table 2.10: Megamaps information for the road near Pāpāwai marae

	Pa Road
Posted speed limit	50 km/h
Operating speed	34 km/h
SaAS	60 km/h

When tangihanga, poukai or hui are held at the marae, the capacity of marae grounds to hold all parked vehicles may become insufficient. The demand for parking may overflow onto the road and participants need to walk from their cars to the marae ground which generate high pedestrian activities. Pedestrian facilities are not available on Pa Road and the road is very narrow at 5.2 metres. Therefore, the speed limit on Pa Road shall be permanently reduced to 30km/h due to expected high number of pedestrians. A cultural marae sign and a marae warning and supplementary – pedestrians shall also be erected, as shown in Figure 2.11.

⁴ Source: Waka Kotahi Cultural marae sign: <https://www.nzta.govt.nz/resources/cultural-marae-sign/#:~:text=The%20cultural%20marae%20sign%20depicts,a%20shade%20of%20red%20oche.>

Waka Kotahi Traffic control devices manual – Sign specifications: [Sign specifications | Waka Kotahi NZ Transport Agency \(nzta.govt.nz\)](https://www.nzta.govt.nz/resources/sign-specifications/)

2.11 Tuhirangi – Kohunui marae

Lake Ferry Road is 33.8 km long and connects Martinborough and Lake Ferry near Palliser Bay. The Tuhirangi – Kohunui marae is located at 2417 Lake Ferry Road, Pirinoa. There is no signage on the road to identify the marae nor any advance warning signage or directional signage to show the location of the marae.

The information for the road near Tuhirangi – Kohunui marae from MegaMaps is shown in Table 2.11.

Table 2.11: Megamaps information for the road near Tuhirangi – Kohunui marae

	Lake Ferry Road (19.5km section)
Posted speed limit	100 km/h
Operating speed	92 km/h
SaAS	80 km/h

There are no pedestrian or cycling facilities on this section of Lake Ferry Road and the land use is predominantly rural. Table 2.11 also shows the operating speed is very high at 92km/h and there is no appropriate area on Lake Ferry Road for parking. However, it is likely that vehicles park on Lake Ferry Road when the demand overflows. Therefore, reducing the permanent speed limit for the marae is not considered as a feasible option. A variable speed limit of 30km/h is proposed to be installed. Given the activities may occur at any time on any time, a manual flip-down supplementary speed limit sign is recommended to allow the marae to apply variable speed limits at the time of activities. A cultural marae sign and a marae warning and supplementary – pedestrians shall also be erected for wayfinding and to raise awareness of drivers in addition to the variable speed limit sign, as shown in Figure 2.11.

3 Other local priority roads

3.1 Featherston township

3.1.1 Underhill Road (between 740m northeast on Underhill Road and 800m northeast on Underhill Road)

Underhill Road runs between Harrison Street West and Tauherenikau River. This section is included to change the location of the speed limit change from 50km/h to 100km/h on Underhill Road. The threshold is proposed to shift to a point 60m further north on Underhill Road from its current location. The new location of the speed limit threshold is to where an obvious change in land use from residential to rural has occurred. Figure 3.1 shows the Streetview images at the existing and locations of speed limit threshold.



Figure 3.1: Existing location of speed limit threshold (up) and new location of speed limit threshold (down) looking north (Source: Google Maps)

The following change is recommended for Underhill Road:

- Relocate the speed limit threshold sign to reflect the change.

3.1.2 Western Lake Road (between Moore Street and 80m southwest of Woodward Street West)

Western Lake Road connects Featherston and Ocean Beach near Wharepapa River. This section is included to change the location of the speed limit threshold of 50km/h and 100km/h on Western Lake Road. The threshold is proposed to shift the threshold of 50/100 to the rural urban boundary at the end of Moore Street. The new location of the speed limit threshold is where an obvious change in land use from residential to rural has occurred. Figure 3.2 shows the Streetview images at the existing and locations of speed limit threshold.



Figure 3.2: Existing location of speed limit threshold (up) and new location of speed limit threshold (down) looking south (Source: Google Maps)

The following change is recommended for Western Lake Road:

- Relocate the speed limit threshold sign to reflect the change

3.2 Martinborough township

3.2.1 Cambridge Road (between Memorial Square and Strasbourge Street)

Cambridge Road runs from Memorial Square to the intersection of Huangarua Road and Puruatanga Road. It is about 5.6km long. The existing speed limit is 50km/h.

The information from MegaMaps is shown in Table 3.1.

Table 3.1: Megamaps information for Cambridge Road (between Memorial Square and Strasbourge Street)

	Cambridge Road (between Memorial Square and Strasbourge Street)
Posted speed limit	50 km/h
Operating speed	35 km/h
SaAS	30 km/h
Infrastructure Risk Rating	Medium
One Network Framework	Activity Streets

MegaMaps indicates that this section of Cambridge Road should have a speed limit of 30km/h. This speed limit is recommended due to the SaAS for Activity Streets is 30km/h and the surrounding land use for shops and services indicate the presence of all transport modes. This section of Cambridge Road has a low operating speed of 35km/h which indicates the likelihood of compliance with the new speed limit. However, traffic calming features are needed to reduce the operating speed due to the straight alignment of this section of Cambridge Road, as shown in Figure 3.3. Reducing the speed limit to 30km/h will also ensure the operating speed is better aligned with the speed limit.



Figure 3.3: Streetview of Cambridge Road between Memorial Square and Strasbourge Street (Source: Google Maps)

The following change is recommended for Cambridge Road (between Memorial Square and Strasbourge Street):

- Lower the speed limit from 50km/h to 30km/h.
- Install speed limit threshold signs and update other speed limit signs as required.
- Consider implementing traffic calming features to reduce the operating speed.

3.2.2 Cork Street

Cork Street is about 1.2km long and runs between Naples Street and Strasbourge Street. The existing speed limit is 50km/h.

The information from MegaMaps is shown in Table 3.2.

Table 3.2: Megamaps information for Cork Street

	Cork Street (between Naples Street and Oxford Street)	Cork Street (between Strasbourg Street and Oxford Street)
Posted speed limit	50 km/h	
Operating speed	21 km/h	18 km/h
SaAS	30 km/h	
Infrastructure Risk Rating	Medium	
One Network Framework	Activity Streets	Local Streets

MegaMaps indicates that Cork Street should have a speed limit of 30km/h. This speed limit is recommended due to the SaAS for Activity Streets and Local Street is 30km/h and the surrounding land use for shops and services indicate the presence of all transport modes. Cork Street has low operating speed of 18-21km/h which indicates the likelihood of compliance with the new speed limit. Reducing the speed limit to 30km/h will also ensure the operating speed is better aligned with the speed limit.

The following change is recommended for Cork Street:

- Lower the speed limit from 50km/h to 30km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.2.3 Huangarua Road

Huangarua Road is about 460 metres long and runs between Princess Street and Cambridge Road. The existing speed limit is 70km/h.

The information from MegaMaps is shown in Table 3.2.

Table 3.3: Megamaps information for Huangarua Road

	Huangarua Road
Posted speed limit	70 km/h
Operating speed	60 km/h
SaAS	30 km/h
Infrastructure Risk Rating	Medium
One Network Framework	Activity Streets

MegaMaps indicates that Huangarua Road should have a speed limit of 30km/h. This speed limit is recommended due to the SaAS for Activity Streets is 30km/h. Huangarua Road has a centreline and the traffic volume is low at 308 vehicles per day. The land sections are reasonably large and the density of vehicle crossing is low. There are no walking or cycling facilities on this road. Therefore, the speed limit of 30km/h is considered too low for this road and changing the speed limit to 60km/h will better align with the operating speed and more likely gain compliance.

The following changes are recommended for Huangarua Road:

- Lower the speed limit from 70km/h to 60km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.2.4 Jellicoe Street and Campbell Drive

Jellicoe Street is about 1.80km long and runs between Memorial Square and Campbell Drive in Martinborough. The information from MegaMaps is shown in Table 3.4.

Table 3.4: Megamaps information for Jellicoe Street and Campbell Drive

	Jellicoe Street between Memorial Square and Naples Street	Jellicoe Street between Naples Street and Ferry Road	Jellicoe Street between Ferry Road and 75m southwest of Campbell Drive	Jellicoe Street between 75m southwest of Campbell Drive and White Rock Road	Campbell Drive
Posted speed limit	50 km/h	50 km/h or 70km/h	70 km/h	100 km/h	50 km/h
Operating speed	37 km/h	46-59 km/h	69 km/h	71 km/h	22 km/h
SaAS	30 km/h	30 km/h	40 km/h	80 km/h	30 km/h
Infrastructure Risk Rating	High	High or Medium	Medium	Medium	Medium
One Network Framework	Activity Streets	Activity Streets	Urban Connectors	Rural Connectors	Local Streets

Jellicoe Street between Memorial Square and Naples Street is in the CBD area of Martinborough. Megamaps recommends the speed limit to be 30km/h, due to the SaAS for Activity Streets is 30km/h and the surrounding land use for shops and services indicate the presence of all transport modes. Therefore, the speed limit is recommended to be 30km/h.

Jellicoe Street between Naples Street and Ferry Road is in the urban area of Martinborough. Megamaps recommends the speed limit to be 30km/h, due to the SaAS for Activity Streets is 30km/h. However, the operating speed is high at 46-59km/h which indicates low likelihood of compliance if implemented. Therefore, the speed limit for this section is recommended to be 50km/h.

Jellicoe Street between Ferry Road and 75m southwest of Campbell Drive is at the rural and urban transition. Megamaps recommends the speed limit to be 40km/h which is the SaAS for Urban Connectors. The characteristics of Jellicoe Street do not meet the criteria for a higher SaAS of 50km/h or 60km/h as it is not median divided and the land use is primarily residential. Given the high operating speed of 69km/h on this section of Jellicoe Street, the speed limit 40km/h is unlikely to be complied with. Therefore, the speed limit is recommended to be 60km/h.

The surrounding land use around Jellicoe Street between 75m southwest of Campbell Drive is primarily rural. Megamaps recommends the speed limit to be 80km/h which is the SaAS for Rural Connectors. However, this section of Jellicoe Street still provides a number of accesses to the properties (likely more than 10 per km or 5 per 500m). Therefore, it meets the criteria for a lower speed limit of 60km/h.

A short transition section of approximately 200m, between White Rock Road and the access to Martinborough Transport site, with the speed limit of 80km/h is proposed on Lake Ferry Road. Then the speed limit changes to 100km/h which is the existing speed limit.

Campbell Drive is categorised as Local Streets in the ONF. It provides access to new residential development at the urban fringe of Martinborough. The SaAS for local streets is 30km/h. The speed limit is proposed to be 40km/h and will be reviewed as the area intensifies over time.

The operating speeds on Jellicoe Street are all much higher than the proposed speed limits. In order to ensure drivers to comply with the speed limit, traffic calming features should be introduced to reduce the operating speed, such as speed humps and repeater speed limit signs.

The following changes are recommended for Jellicoe Street:

- Lower the speed limit on Jellicoe Street between Memorial Square and Naples Street from 50km/h to 30km/h.
- The speed limit on Jellicoe Street between Naples Street and Burgundy Drive remains at 50km/h.
- Lower the speed limit on Jellicoe Street between Burgundy Drive and Ferry Road from 70km/h to 50km/h.
- Lower the speed limit on Jellicoe Street between Ferry Road and White Rock Road from 70km/h to 60km/h.
- Lower the speed limit on Lake Ferry Road between White Rock Road and the access to Martinborough Transport site from 100km/h to 80km/h to provide a transition between the proposed 60km/h and existing 100km/h.
- Lower the speed limit on Campbell Drive from 50km/h to 40km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.2.5 Kansas Street, Memorial Square, Ohio Street, Oxford Street (between Memorial Square and Cork Street), and Texas Street

Kansas Street, Memorial Square, Ohio Street, Oxford Street (between Memorial Square and Cork Street), and Texas Street are in the centre of Martinborough. The information from MegaMaps is shown in Table 3.5.

Table 3.5: Megamaps information for Kansas Street, Memorial Square, Ohio Street, Oxford Street (between Memorial Square and Cork Street), and Texas Street

	Kansas Street	Memorial Square	Ohio Street	Oxford Street (between Memorial Square and Cork Street)	Texas Street
Posted speed limit	50 km/h	50 km/h	50 km/h	50 km/h	50 km/h
Operating speed	26 – 28 km/h	27 km/h	22 km/h	33 km/h	19-29 km/h
SaAS	30 km/h	30 km/h	30 km/h	30 km/h	30 km/h
Infrastructure Risk Rating	High	High	Medium	Medium	High
One Network Framework	Activity Streets	Main Streets	Activity Streets	Activity Streets	Activity Streets

These roads can be categorised together as they have similar characteristics with each other. All the roads have low operating speed close to the SaAS of their respective ONF categories, Main Streets or Activity Streets. Therefore, drivers are more likely to comply with the new speed limit and the speed limit reduction will also ensure the operating speed is better aligned with the speed limit.

The following change is recommended for Kansas Street, Memorial Square, Ohio Street, Oxford Street (between Memorial Square and Cork Street), and Texas Street:

- Lower the speed limit from 50km/h to 30km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.2.6 Nelsons Road

Nelsons Road is a cul-de-sac about 300 metres long and runs northwest from the intersection with Princess Street, Ponatahi Road and Huangarua Road. The information from MegaMaps is shown in Table 3.6.

Table 3.6: Megamaps information for Nelsons Road

	Nelsons Road
Posted speed limit	70 km/h
Operating speed	25 km/h
SaAS	40 km/h
Infrastructure Risk Rating	Medium
One Network Framework	Urban Connectors

The surrounding land use on Nelsons Road is a mixture of residential and industrial. Megamaps recommends the speed limit to be 40km/h which is the SaAS for Urban Connectors. The characteristics of Nelsons Road do not meet the criteria for a 50km/h SaAS as it is not median divided or multi-land undivided and the traffic volume is very low at 126 vehicle per day. Therefore, the speed limit is recommended to be 40km/h. Given the low operating speed, drivers are more likely to comply with the new speed limit and the speed limit reduction will also ensure the operating speed is better aligned with the speed limit.

The following change is recommended for Nelsons Road:

- Lower the speed limit from 70km/h to 40km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.2.7 Ponatahi Road (between Nelsons Road and 170m northeast of Johns Way)

Ponatahi Road is a 16km long road that runs between Nelsons Road and Millars Road. It is proposed to change the speed limit on Ponatahi Road between Nelsons Road and 170m northeast of Johns Way. The information from MegaMaps is shown in Table 3.7.

Table 3.7: Megamaps information for Ponatahi Road (between Nelsons Road and 170m northeast of Johns Way)

	Ponatahi Road (between Nelsons Road and 105m northeast of Nelsons Road)	Ponatahi Road (between 105m northeast of Nelsons Road and 170m northeast of Johns Way)
Posted speed limit	70 km/h	100 km/h
Operating speed	69 km/h	81 km/h
SaAS	40 km/h	80 km/h
Infrastructure Risk Rating	Medium High	Medium High
One Network Framework	Urban Connectors	Rural Connectors

Ponatahi Road between Nelsons Road and 105m northeast of Nelsons Road is at the rural and urban transition. Megamaps recommends the speed limit to be 40km/h which is the SaAS for Urban Connectors. The characteristics of this section of Ponatahi Road do not meet the criteria for a 60km/h SaAS as there are no formal crossing and cycling facilities. However, the likelihood of compliance with 40km/h is low due to the high operating speed and lack of cues for a low-speed environment. Therefore, the speed limit shall reduce to 60km/h for compliance and consistency with the proposed speed limits on the adjacent roads (i.e., Huangarua Road and Princess Street).

The surrounding land use around Ponatahi Road between 105m northeast of Nelsons Road and 170m northeast of Johns Way is primarily rural. Megamaps recommends the speed limit to be 80km/h which is the SaAS for Rural Connectors. However, this section of Ponatahi Road has an IRR score of 1.71 which is close to the IRR score required to warrant a speed limit of 60km/h for Rural Connectors. Therefore, the speed limit shall be lowered to 60km/h.

The operating speeds on both sections of Ponatahi Road are higher than the proposed speed limits. In order to ensure drivers to comply with the speed limit, traffic calming features should be introduced to reduce the operating speed, such as speed humps and repeater speed limit signs.

The following changes are recommended for Ponatahi Road between Nelsons Road and 170m northeast of Johns Way:

- Lower the speed limit on Ponatahi Road between Nelsons Road and 105m northeast of Nelsons Road from 70km/h to 40km/h.
- Lower the speed limit on Ponatahi Road (between 105m northeast of Nelsons Road and 170m northeast of Johns Way) from 100km/h to 60km/h.
- Install speed limit threshold signs and update other speed limit signs as required.
- Consider traffic calming features to reduce the operating speeds.

3.2.8 Princess Street (between 50m northeast of New York Street West and Nelsons Road)

Princess Street is a 1.25km long road that runs between Vinters Lane and Nelsons Road. It is proposed to change the speed limit on Princess Street between 50m northeast of New York Street West and Nelsons Road. The information from MegaMaps is shown in Table 3.7.

Table 3.8: Megamaps information for Princess Street (between 50m northeast of New York Street West and Nelsons Road)

	Princess Street (between 50m northeast of New York Street West and Nelsons Road)
Posted speed limit	70 km/h
Operating speed	65 km/h
SaAS	40 km/h
Infrastructure Risk Rating	Medium
One Network Framework	Urban Connectors

Princess Street between 50m northeast of New York Street West and Nelsons Road is at the rural and urban transition. Megamaps recommends the speed limit to be 40km/h which is the SaAS for Urban Connectors. The characteristics of this section of Princess Street do not meet the criteria for a 60km/h SaAS as there are no footpaths, formal crossing and cycling facilities. However, the likelihood of compliance with 40km/h is low due to the high operating speed and lack of cues for a low-speed environment. Therefore, the speed limit shall reduce to 60km/h for compliance and consistency with the proposed speed limits on the adjacent roads (i.e. Ponatahi Road and Huangarua Road).

The operating speed on Princess Street is higher than the proposed speed limits. In order to ensure drivers to comply with the speed limit, traffic calming features should be introduced to reduce the operating speed, such as speed humps and repeater speed limit signs.

The following changes are recommended for Princess Street between 50m northeast of New York Street West and Nelsons Road:

- Lower the speed limit from 70km/h to 60km/h.
- Install speed limit threshold signs and update other speed limit signs as required.
- Consider traffic calming features to reduce the operating speeds.

3.2.9 Puruatanga Road

Puruatanga Road is a 1.34km long road that runs between Cambridge Road and Todds Road. The information from MegaMaps is shown in Table 3.9.

Table 3.9: Megamaps information for Puruatanga Road

	Puruatanga Road (between Cambridge Road and 35m northeast of Regent Street)	Puruatanga Road (between 35m northeast of Regent Street and Todds Road)
Posted speed limit	70 km/h	100 km/h
Operating speed	64 km/h	67 km/h
SaAS	30 km/h	80 km/h
Infrastructure Risk Rating	Medium	Medium
One Network Framework	Local Streets	Rural Connectors

Puruatanga Road between Cambridge Road and 35m northeast of Regent Street is categorised as Local Streets in the One Network Framework. Megamaps recommends the speed limit to be 30km/h which is the SaAS for Local Streets. Local Streets provide 'quiet and safe residential access for people of all ages and abilities and foster community spirit and local pride.' However, this description of Local Streets does not match the characteristics of this section of Puruatanga Road. Even though this section of Puruatanga Road provides access to the residential dwellings but there are no designated crossing facilities or footpaths for pedestrians and the road prioritises vehicle movements. However, the likelihood of compliance with 30km/h is low due to the high operating speed and lack of cues for a low-speed environment. Therefore, the ONF category shall be reviewed and updated, and the speed limit shall reduce to 60km/h for compliance and consistency with the proposed speed limits on the adjacent roads (i.e. Huangarua Road).

The surrounding land use around Puruatanga Road between 35m northeast of Regent Street and Todds Road is primarily rural. Megamaps recommends the speed limit to be 80km/h which is the SaAS for Rural Connectors. However, this section of Jellicoe Street still provides a number of accesses to the properties (likely more than 10 per km or 5 per 500m). Therefore, it meets the criteria for a lower speed limit of 60km/h.

The following changes are recommended for Puruatanga Road:

- Lower the speed limit on Puruatanga Road between Cambridge Road and 35m northeast of Regent Street from 70km/h to 60km/h.
- Lower the speed limit Puruatanga Road between 35m northeast of Regent Street and Todds Road from 100km/h to 60km/h.
- Review the One Network Framework category for Puruatanga Road between Cambridge Road and 35m northeast of Regent Street.
- Install speed limit threshold signs and update other speed limit signs as required.

3.3 Other local priority roads in South Wairarapa

3.3.1 Cape Palliser Road

Cape Palliser Road is about 35km long and runs along the southern coast between Lake Ferry and Cape Palliser. The information from MegaMaps is shown in Table 3.10.

Table 3.10: Megamaps information for Cape Palliser Road

	Cape Palliser Road between Lake Ferry Road and 5.51km south of Whangaimoana Beach Road	Cape Palliser Road between 5.51km south of Whangaimoana Beach Road and 0.1km south of Te Miha Crescent	Cape Palliser Road between 0.1km south of Te Miha Crescent to 250m northwest of Tilsons Avenue	Cape Palliser Road between 250m northwest of Tilson Avenue and 105m south of Seaview Avenue	Cape Palliser Road between 105m south of Seaview Avenue and 100m south of Ben Avon Grove	Cape Palliser Road between 100m south of Ben Avon Grove and the end of Cape Palliser Road
Posted speed limit	100 km/h	100 km/h	100 km/h	50 km/h	100 km/h	100 km/h
Operating speed	76 km/h	59 km/h	80 km/h	45 km/h	38-57 km/h	25 km/h
SaAS	60 km/h	60 km/h	80 km/h	30 km/h	60 km/h	60 km/h
Infrastructure Risk Rating	Medium High	Medium High	Medium	Medium	Medium High	High
One Network Framework	Rural Roads	Rural Roads	Rural Roads	Activity Streets	Rural Roads or Peri-urban Roads	Stopping Places

Cape Palliser Road between Lake Ferry Road and 5.51km south of Whangaimoana Beach Road is categorised as Rural Roads in the ONF. Megamaps recommends the speed limit to be 60km/h, due to the SaAS for Rural Roads is 60km/h. However, this section of Cape Palliser Road meets the criteria for SaAS of 80km/h because it is sealed and has a marked centreline and edge delineation (e.g. edge line pavement). Therefore, the speed limit is recommended to be 80km/h which also aligns with the operating speed.

Cape Palliser Road between 5.51km south of Whangaimoana Beach Road and 0.1km south of Te Miha Crescent is categorised as Rural Roads in the ONF. Megamaps recommends the speed limit to be 60km/h, due to the SaAS for Rural Roads is 60km/h. The characteristics of this section of Cape Palliser Road do not meet the criteria for an 80km/h SaAS as the road alignment is curved. Therefore, the speed limit is recommended to be 60km/h which also aligns with the operating speed.

Cape Palliser Road between 0.1km south of Te Miha Crescent to 250m northwest of Tilsons Avenue is categorised as Rural Roads in the ONF. Megamaps recommends the speed limit to be 60km/h, due to the SaAS for Rural Roads is 60km/h. However, this section of Cape Palliser Road meets the criteria for SaAS of 80km/h because it is sealed and has a marked centreline and the alignment is relatively straight. Therefore, the speed limit is recommended to be 80km/h which also aligns with the operating speed.

Cape Palliser Road between 250m northwest of Tilson Avenue and 105m south of Seaview Avenue is categorised as Rural Roads in the ONF. This section of Cape Palliser Road traverses through the Ngawi village. Megamaps recommends the speed limit to be 30km/h, due to the SaAS for Activity Streets is 30km/h. Warning signs of pedestrians and speed hump are present on Cape Palliser Road near Tilsons Avenue. Given the higher operating speed of 45km/h, more traffic calming features are needed to further reduce the operating speed. Overall, the speed limit is recommended to be 30km/h, same as the SaAS.

Cape Palliser Road between 105m south of Seaview Avenue and 100m south of Ben Avon Grove is mostly categorised as Rural Roads in the ONF. The section between Mangatoetoe Grove and Ben

Avon Grove is categorised as Peri-urban roads in the ONF. Megamaps recommends the speed limit to be 60km/h, due to the SaAS for Rural Roads and Peri-urban Roads is 60km/h. The current operating speed in this section of Cape Palliser Road is lower than the proposed speed limit. This indicates the likelihood of compliance is high. Therefore, the speed limit is recommended to be 60km/h, same as the SaAS.

Cape Palliser Road between 100m south of Ben Avon Grove and the end of Cape Palliser Road is categorised as Stopping Places in the ONF. Megamaps recommends the speed limit to be 60km/h, due to the SaAS for Stopping Places is 60km/h. The current operating speed in this section of Cape Palliser Road is much lower than the proposed speed limit. However, this section of Cape Palliser Road does not meet the criteria for a SaAS of 40km/h as pedestrians are not expected on the road side or crossing the road. Therefore, the speed limit is recommended to be 60km/h, same as the SaAS.

The following changes are recommended for Cape Palliser Road:

Table 3.11: Proposed speed limit Cape Palliser Road

	Cape Palliser Road between Lake Ferry Road and 5.51km south of Whangaimoana Beach Road	Cape Palliser Road between 5.51km south of Whangaimoana Beach Road and 0.1km south of Te Miha Crescent	Cape Palliser Road between 0.1km south of Te Miha Crescent to 250m northwest of Tilsons Avenue	Cape Palliser Road between 250m northwest of Tilson Avenue and 105m south of Seaview Avenue	Cape Palliser Road between 105m south of Seaview Avenue and 100m south of Ben Avon Grove	Cape Palliser Road between 100m south of Ben Avon Grove and the end of Cape Palliser Road
Posted speed limit	100 km/h	100 km/h	100 km/h	50 km/h	100 km/h	100 km/h
SaAS	60 km/h	60 km/h	80 km/h	30 km/h	60 km/h	60 km/h
Proposed speed limit	80 km/h	60 km/h	80 km/h	30 km/h	80 km/h	60 km/h

- Lower the speed limit on Cape Palliser Road between Lake Ferry Road and 5.51km south of Whangaimoana Beach Road from 100km/h to 80km/h.
- Lower the speed limit on Cape Palliser Road between 5.51km south of Whangaimoana Beach Road and 0.1km south of Te Miha Crescent from 100km/h to 60km/h.
- Lower the speed limit on Cape Palliser Road between 0.1km south of Te Miha Crescent to 250m northwest of Tilsons Avenue from 100km/h to 80km/h.
- Lower the speed limit on Cape Palliser Road between 250m northwest of Tilson Avenue and 105m south of Seaview Avenue from 50km/h to 30km/h.
- Lower the speed limit on Cape Palliser Road between 105m south of Seaview Avenue and 100m south of Ben Avon Grove from 100km/h to 80km/h.
- Lower the speed limit on Cape Palliser Road between 100m south of Ben Avon Grove and the end of Cape Palliser Road from 100km/h to 60km/h.
- Install speed limit threshold signs and update other speed limit signs as required.
- Consider traffic calming features on Cape Palliser Road between 250m northwest of Tilson Avenue and 105m south of Seaview Avenue to reduce the operating speeds.

3.3.2 Whangaimoana Beach Road, Te Miha Crescent, Ben Avon Grove and Mangatoetoe Grove

Whangaimoana Beach Road, Te Miha Crescent, Ben Avon Grove and Mangatoetoe Grove are the side roads on Cape Palliser Road. The speed limit on these side roads shall not have higher speed limits than those on Cape Palliser Road. Since the speed limits on Cape Palliser Road are proposed to change, the speed limits on these side roads should also be changed for consistency.

The following changes are recommended:

- Lower the speed limit on Whangaimoana Beach Road from 100km/h to 60km/h.
- Lower the speed limit on Te Miha Crescent from 100km/h to 30km/h.
- Lower the speed limit on Ben Avon Grove from 100km/h to 30km/h.
- Lower the speed limit on Mangatoetoe Grove from 100km/h to 30km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.3.3 Ngawi village (Hemi Street, Seaview Avenue and Tilson Avenue)

Ngawi is a small fishing / holiday village within five kilometres of Cape Palliser. The roads in Ngawi are Hemi Street, Seaview Avenue and Tilson Avenue. The information from MegaMaps is shown in Table 3.12.

Table 3.12: Megamaps information for Hemi Street, Seaview Avenue and Tilson Avenue

	Hemi Street	Seaview Avenue	Tilson Avenue
Posted speed limit	50 km/h	50 km/h	50 km/h
Operating speed	17 km/h	22 km/h	28 km/h
SaAS	30 km/h	30 km/h	30 km/h
Infrastructure Risk Rating	High	High	Medium
One Network Framework	Activity Streets	Activity Streets	Activity Streets

These roads can be categorised together as they have similar characteristics with each other. All the roads have low operating speed lower than the SaAS of the Activity Streets category. Therefore, drivers are more likely to comply with the new speed limit and the speed limit reduction will also ensure the operating speed is better aligned with the speed limit.

The following change is recommended for Hemi Street, Seaview Avenue and Tilson Avenue:

- Lower the speed limits from 50km/h to 30km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.3.4 Donald Street (between 40m south of SH53 and Longwood West Road)

Donald Street is approximately 1600 metres long and runs between Waite Street and Longwood West Road. The selected section of Donald Street is between 40 metres south of SH53 and Longwood West Road and has an existing speed limit of 100km/h.

The information from MegaMaps is shown in Table 3.13.

Table 3.13: Megamaps information for Donald Street (between 40m south of SH53 and Longwood West Road)

	Donald Street (between 40m south of SH53 and Longwood West Road)
Posted speed limit	100 km/h
Operating speed	28-33 km/h
SaAS	60 km/h
Infrastructure Risk Rating	Low Medium or Medium High
One Network Framework	Peri-urban Roads or Rural Roads

MegaMaps indicates that this section of Donald Street should have a speed limit of 60km/h. This speed limit is recommended due to the SaAS for Peri-urban and Rural roads is 60km/h and the surrounding land use is predominantly rural. This section of Donald Street has a low operating speed of 28-33km/h due to the narrow road width of less than 3.0 metres and a large unsealed. Reducing the speed limit to 30km/h will ensure the operating speed is better aligned with the speed limit.

The following changes are recommended on Donald Street (between 40m south of SH53 and Longwood West Road):

- Lower the speed limit from 100km/h to 30km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.3.5 Hawke Street, Wilkie Street, Wood Street (between 125m northwest of Mole Street and the end of Wood Street) and Kuratawhiti Street (between 185m southeast of Hawke Street and the end of Kuratawhiti Street at Waihoine River)

Wood Street and Kuratawhiti Street are parallel and located in the western side of State Highway 2 in Greytown. Wilkie Street is a side road on Wood Street while Hawke Street is between Wood Street and Kuratawhiti Street. Since the speed limits on Wood Street and Kuratawhiti Street are proposed to change, the speed limits on these side roads should also be changed for consistency. The information from MegaMaps is shown in Table 3.14.

Table 3.14: Megamaps information for Hawke Street, Wilkie Street, Wood Street (between 125m northwest of Mole Street and the end of Wood Street) and Kuratawhiti Street (between 185m southeast of Hawke Street and the end of Kuratawhiti Street at Waihoine River)

	Hawke Street	Wilkie Street	Wood Street (between 125m northwest of Mole Street and the end of Wood Street)	Kuratawhiti Street (between 185m southeast of Hawke Street and the end of Kuratawhiti Street at Waihoine River)
Posted speed limit	100 km/h	100 km/h	100 km/h	100 km/h
Operating speed	33 km/h	22 km/h	46 km/h	30-33 km/h
SaAS	60 km/h	60 km/h	60 km/h	60 km/h
Infrastructure Risk Rating	Medium High	Medium	Medium	Medium High

One Network Framework	Rural Roads	Rural Roads	Rural Roads	Rural Roads
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These roads can be categorised together as they have similar characteristics with each other. All the roads have lower operating speed than the SaAS of 60km/h for Rural Roads. Therefore, drivers are more likely to comply with the new speed limit and the speed limit reduction will also ensure the operating speed is better aligned with the speed limit.

The following change is recommended for Hawke Street, Wilkie Street, Wood Street (between 125m northwest of Mole Street and the end of Wood Street) and Kuratawhiti Street (between 185m southeast of Hawke Street and the end of Kuratawhiti Street at Waihohine River):

- Lower the speed limit from 100km/h to 60km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.3.6 Lake Ferry Road (between 640m southwest of Raho Ruru Road and the end of Lake Ferry Road)

Lake Ferry Road is 33.8 km long and connects Martinborough and Lake Ferry near Palliser Bay. It is proposed to change the speed limit on Ponatahi Road between Nelsons Road and 170m northeast of Johns Way. The information from MegaMaps is shown in Table 3.15.

Table 3.15: Megamaps information for Lake Ferry Road (between 640m southwest of Raho Ruru Road and the end of Lake Ferry Road)

	Lake Ferry Road between 640m southwest of Raho Ruru Road and 230m southwest of McDougalls Road	Lake Ferry Road between 2.34km southwest of Cape Palliser Road and 2.48km southwest of Cape Palliser Road	Lake Ferry Road between 2.48km southwest of Cape Palliser Road and the end of Lake Ferry Road
Posted speed limit	100km/h or 70 km/h	100 km/h	50 km/h
Operating speed	60 km/h	69 km/h	29 km/h
SaAS	80 km/h	80 km/h	40 km/h
Infrastructure Risk Rating	Low or Low Medium	Medium High	Medium
One Network Framework	Peri-urban Roads	Rural Connectors	Urban Connectors

Lake Ferry Road between 640m southwest of Raho Ruru Road and 230m southwest of McDougalls Road is categorised as Peri-urban Roads in the ONF. Megamaps recommends the speed limit to be 80km/h. However, the speed limit of 80km/h is too high for this section of Lake Ferry Road as there are shops and Pirinoa School in this section. Therefore, the speed limit is recommended to be 60km/h which aligns with the operating speed and safe speed limits around rural schools.

Lake Ferry Road between 2.34km southwest of Cape Palliser Road and 2.48km southwest of Cape Palliser Road is included to extend the 30km/h speed limit, before the warning sign for speed hump.

Lake Ferry Road between 2.48km southwest of Cape Palliser Road and the end of Lake Ferry Road is categorised as Urban Connectors in the ONF. Megamaps recommends the speed limit to be 40km/h, which is the SaAS for Urban Connectors. However, this section of Lake Ferry Road also provides access to services for all modes rather than moving people and goods between regions. There are

also speed humps in place to slow vehicles down. Therefore, the speed limit is recommended to be 30km/h which also better aligns with the operating speed.

The following changes are recommended for Lake Ferry Road:

- Lower the speed limit on Lake Ferry Road between 640m southwest of Raho Ruru Road and 230m southwest of McDougalls Road from 100km/h or 70km/h to 60km/h.
- Move the speed limit threshold sign on Lake Ferry Road from 2.48km southwest of Cape to 2.34km southwest of Cape Palliser Road.
- Lower the speed limit on Lake Ferry Road between 2.48km southwest of Cape Palliser Road and the end of Lake Ferry Road from 50km/h to 30km/h.
- Review the One Network Framework category for Lake Ferry Road between 2.48km southwest of Cape Palliser Road and the end of Lake Ferry Road
- Install speed limit threshold signs and update other speed limit signs as required.

3.3.7 Papawai Road (between 500m southeast of East Street and Pa Road)

Papawai Road is a 2.8km long road that runs between East Street and Pa Road, east of Greytown. It is proposed to change the speed limit on Papawai Road between 500m southeast of East Street and Pa Road. The information from MegaMaps is shown in Table 3.16.

Table 3.16: Megamaps information for Papawai Road (between 500m southeast of East Street and Pa Road)

	Papawai Road (between 500m southeast of East Street and Fabians Road)	Papawai Road (between Fabians Road and Pa Road)
Posted speed limit	100 km/h	100 km/h
Operating speed	51 km/h	34 km/h
SaAS	80 km/h	60 km/h
Infrastructure Risk Rating	Medium	Medium
One Network Framework	Rural Connectors	Peri-urban Roads

Papawai Road between 500m southeast of East Street and Fabians Road is categorised as Rural Connectors in the ONF. MegaMaps recommends the speed limit to be 80km/h which is the SaAS for Rural Connectors. However, this section of Papawai Road still provides a number of accesses to the properties (likely around 10 per km or 5 per 500m). Therefore, a lower speed limit of 60km/h is recommended.

Papawai Road between Fabians Road and Pa Road is categorised as Peri-urban Roads in the ONF. MegaMaps recommends the speed limit to be 60km/h which is the SaAS for Peri-urban Roads. Therefore, the speed limit shall reduce to 60km/h for compliance and consistency.

The following changes are recommended for Papawai Road between 500m southeast of East Street and Pa Road:

- Lower the speed limit from 100km/h to 60km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.3.8 Tilsons Road and Hecklers Road

Tilsons Road runs between Papawai Road and Gregs Lane, east of Greytown. The ONF category for Tilsons Road is Rural Roads. Hecklers Road is a side road on Papawai Road and the ONF category is Rural Roads.

The information from MegaMaps is shown in Table 3.17.

Table 3.17: Megamaps information for Tilsons Road and Hecklers Road

	Tilsons Road	Hecklers Road
Posted speed limit	100 km/h	100 km/h
Operating speed	32 km/h	17 km/h
SaAS	60 km/h	60 km/h
Infrastructure Risk Rating	Medium High	High
One Network Framework	Rural Roads	Rural Roads

Both Tilsons Road and Hecklers Road are categorised as Rural Connectors in the ONF. MegaMaps recommends the speed limit to be 60km/h which is the SaAS for Rural Roads. Both roads are narrow in width (<3.0m) and Hecklers Road is unsealed. Therefore, the new speed limit is proposed to be 60km/h to align with the SaAS and for consistency following the speed limit change on Papawai Road. The low operating speeds on both roads indicate the likelihood of compliance is high.

The following changes are recommended for Tilsons Road and Hecklers Road:

- Lower the speed limit from 100km/h to 60km/h.
- Install speed limit threshold signs and update other speed limit signs as required.

3.3.9 Western Lake Road (between Moore Street and 200m south of railway crossing, and between 6.46km south of Cross Creek Road to 8.47km northwest of East-West Access Road) and Cundys Road

Section 3.1.2 proposes to move the speed limit threshold to the intersection with Moore Street and Woodward Street. This section proposes to change the speed limit on sections of Western Lake Road and Cundys Road which is a side road of Western Lake Road. The information from MegaMaps is shown in Table 3.18.

Table 3.18: Megamaps information for Western Lake Road and Cundys Road

	Western Lake Road (between Moore Street and 200m south of railway crossing)	Western Lake Road (between 6.46km south of Cross Creek Road to 8.47km northwest of East-West Access Road)	Cundys Road
Posted speed limit	100 km/h	100 km/h	100 km/h
Operating speed	71 km/h	72 km/h	39 km/h
SaAS	60 km/h	60 km/h	60 km/h
Infrastructure Risk Rating	Medium	Medium High	Medium High
One Network Framework	Stopping Places or Peri-urban Roads	Rural Roads	Rural Roads

Western Lake Road between Moore Street and 200m south of railway crossing is categorised as Stopping Places or Peri-urban Roads in the ONF. Megamaps recommends the speed limit to be 60km/h, due to the SaAS for Stopping Places and Peri-urban Roads are both 60km/h. The current operating speed in this section is higher than the proposed speed limit. The high operating speed could be due to the straight road alignment, no cues of a lower-speed environment (e.g., pedestrian crossing, medium to high density developments), and lack of traffic calming features. Overall, the speed limit is recommended to be 60km/h, same as the SaAS.

Western Lake Road between 6.46km south of Cross Creek Road to 8.47km northwest of East-West Access Road is categorised as Rural Roads in the ONF. Megamaps recommends the speed limit to be 60km/h, due to the SaAS for Rural Roads is 60km/h. The current operating speed in this section is higher than the proposed speed limit. The high operating speed could be due to the straight road alignment, no cues of a lower-speed environment (e.g., pedestrian crossing, medium to high density developments), and lack of traffic calming features. Overall, the speed limit is recommended to be 60km/h, same as the SaAS.

Cundys Road is categorised as Rural Roads in the ONF. Megamaps recommends the speed limit to be 60km/h, due to the SaAS for Rural Roads is 60km/h. The current operating speed in this section of Cape Palliser Road is higher than the proposed speed limit. Therefore, the speed limit is recommended to be 60km/h, same as the SaAS.

The following changes are recommended:

- Lower the speed limit on Western Lake Road (between Moore Street and 200m south of railway crossing) from 100km/h to 60km/h.
- Lower the speed limit on Western Lake Road (between 6.46km south of Cross Creek Road to 8.47km northwest of East-West Access Road) from 100km/h to 60km/h.
- Lower the speed limit on Cundys Road from 100km/h to 60km/h.
- Install speed limit threshold signs and update other speed limit signs as required.
- Consider traffic calming features on the Western Lake Road sections to reduce operating speed.

4 Applicability

This report has been prepared for the exclusive use of our client South Wairarapa District Council, with respect to the particular brief given to us and it may not be relied upon in other contexts or for any other purpose, or by any person other than our client, without our prior written agreement.

We understand and agree that this report will be used by South Wairarapa District Council in undertaking its regulatory functions in connection with the speed limit changes in South Wairarapa District.

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Greytown Greenspace Options

1. Purpose

The purpose of this report is to seek Council's consideration of options regarding Greytown greenspace utilisation relating to recreation reserves, with a view to Council approving the recommended option.

2. Executive Summary

Greytown is urgently short of greenspace for organised sporting and recreation activities. For a number of years in Greytown residents have been lobbying Council to increase capacity for greenspace Greytown. This need was more formally identified in the 2019 Global Leisure Group Limited report on Greytown's sporting facility requirements (see appendix 1). There have been numerous discussions over the years and budget for land purchase added to the 2021 – 2031 Long Term Plan (LTP), but a solution has yet to be chosen or implemented.

In June 2020 Council passed resolutions to provide more greenspace in Greytown for sports and recreation, and not to proceed with land purchases. Council also passed a resolution to enter into discussions with Greytown Trust Lands Trust (GTLT). Since then, no further resolutions have been passed to allow this work to progress.

The first step of a solution is to make better use of the Greytown Rugby Football Club (GRFC) grounds in order to facilitate multi-purpose use. Council is best placed to facilitate this by entering a peppercorn lease for the grounds. Currently the GRFC grounds are underutilised during the winter months and not used during the summer months, except to grow hay.

This report seeks to provide an options analysis with a view to Council approving a peppercorn lease in perpetuity between GTLT and Council regarding the GRFC grounds.

3. Recommendations

Officers recommend that the Council:

1. Receive the Greytown Greenspace Options report.
2. Approve that a peppercorn lease in perpetuity between Greytown Trust Lands Trust (GTLT) and Council be entered into regarding the Greytown Rugby Football Club (GRFC) grounds.

3. Approve \$30,000 unbudgeted OPEX expense for Greytown Rugby Football Club (GRFC) grounds repairs and maintenance in AP 2023/2024. Noting ongoing costs in out years will need to be included in the LTP and rate funded.

4. Background

At the 23 June 2020 Council meeting the following resolutions were passed:

- To agree that Council should provide more green space for sports and recreation in Greytown.
- That Council does not proceed with Greytown Rugby Club land purchase.
- That Council does not proceed with Greytown Bowling Club land purchase.
- That Council enter into discussion with Greytown Trust Lands Trust to see if there are other ways of securing Greytown Rugby Club land with a view to consulting on this and other options in the Long Term Plan.
- To direct officers to report to Council on the scope of an options analysis to provide more green space for sports and recreation in Greytown and update the Council on discussions with the Greytown Trust Lands Trust.

Since June 2020 there have been a number of discussions between Council Elected Members, Council Officers, GRFC, and GTLT about options and how to progress. It has only recently come to light that there is no Council resolution to support the discussions and options in order to progress. This report seeks to provide a way forward with a view to Council approving a peppercorn lease in perpetuity between Greytown Trust Lands Trust (GTLT) and Council regarding the Greytown Rugby Football Club (GRFC) grounds, as a first important step towards a strategic solution.

- ☒ Māori Standing Committee
- ☒ Featherston Community Board
- ☒ Greytown Community Board
- ☒ Martinborough Community Board
- ☒ Infrastructure and Services Committee

5. Prioritisation

5.1 Te Tiriti obligations

Engagement considered not required in this case.

5.2 Long Term Plan alignment

How does this align with strategic outcomes?

- ☐ Spatial Plan
- ☒ Long Term Plan
- ☒ Annual Plan

6. Discussion

Greytown is urgently short of greenspace for organised sporting and recreation activities. For a number of years Greytown residents have been lobbying Council to increase capacity for greenspace Greytown. This need was more formally identified in the 2019 Global Leisure Group Limited report on Greytown's sporting facility requirements (see appendix 1). There have been numerous discussions over the years and budget for land purchase added to the 2021 – 2031 Long Term Plan (LTP), but a solution has yet to be chosen or implemented. This has impacts for sports clubs that are growing in popularity e.g. Greytown football having grown approx. 300% in the past 10 years.

Exacerbating this problem is the reducing amount of land at Greytown Primary School and Kuranui College. Over the years both schools have allowed clubs to use their grounds as overflow. However, both schools green space areas are reducing as more classrooms are required to be built to cope with increases in student numbers.

Ground condition of Soldiers Memorial Park is a major issue. The Park has insufficient carrying capacity to meet the required demand, such that games are regularly moved to other towns. Trainings are sometimes cancelled due poor surface conditions to allow games can be held on the weekend. The football clubs cater to over 800 members, plus travelling clubs and other large events like the junior football festivals. During the summer months the Park is predominantly used by the cricket clubs with some fringe season football, the surface is often impacted by the overuse during winter. People are missing out on sporting opportunities due to the lack of greenspace in Greytown.

A solution is needed to what has become a multi-generational issue. The first step of this solution is to make better use of the GRFC grounds in order to facilitate multi-purpose use. Council is best placed to facilitate this by entering a peppercorn lease for the grounds. Currently the GRFC grounds are underutilised during the winter months and not used during the summer months, except to grow hay.

Due to land valuations the GRFC are fast approaching financial constraints as their lease increases from \$45,000 p.a. to \$95,000 p.a. with effect from 30 June 2024. GRFC currently lease from GTLT and pay the GST component of the lease via community grants. If the GRFC's lease became no longer financially viable, one of the oldest rugby clubs in the country may have no choice but to fold. If Council leased the grounds for a peppercorn it would not only enable better use of greenspace, plus alleviating financial constraints for GRFC.

Future steps would need to be considered in a greenspace strategy development as part of the upcoming LTP, including options for potential land purchase.

7. Options

	Option 1	Option 2	Option 3
Description	Do nothing	SWDC lease GRFC grounds from GTLT for a peppercorn in perpetuity	SWDC wait for a greenspace strategy to be developed, including options for potential land purchase, before deciding how to progress.
Advantages	<ul style="list-style-type: none"> - SWDC does not incur additional expenditure 	<ul style="list-style-type: none"> - GRFC's lease is affordable - SWDC has the ability to enable better use of the grounds - Utilisation pressure on other grounds can be alleviated - Clubs have another option for grounds use - This is not contingent on land purchase but could rather be a step towards future expansion 	<ul style="list-style-type: none"> - SWDC does not incur additional expenditure - Certainty of future expansion is secured first
Disadvantages	<ul style="list-style-type: none"> - GRFC's rent becomes unaffordable and one of the oldest rugby clubs in the country could fold - GRFC grounds remain under utilised when other grounds are over utilised - Council miss an opportunity to act strategically to create a multi-purpose sports facility / hub for Greytown and the wider District over the coming decades - Missed opportunity to meet Social Wellbeing and future Economic Wellbeing outcomes. 	<ul style="list-style-type: none"> - SWDC incur additional expenditure for grounds repairs and maintenance - Once SWDC leases the grounds they could consider what capital improvements should be made and include these in the upcoming LTP. 	<ul style="list-style-type: none"> - GRFC's rent becomes unaffordable and one of the oldest rugby clubs in the country could fold - GRFC grounds remain under utilised when other grounds are over utilised - Future land purchase may not happen, be unviable, or be years into the future - Land prices are high and continue to rise which may put purchasing out of reach from SWDC
Costs	\$0	OPEX – circa \$30,000 p.a.	CAPEX – land purchase and development

Timeline	NA	From 1 July 2024	NA
Non-negotiables	NA	<ul style="list-style-type: none"> - Agreement with GRFC and other clubs to facilitate multipurpose grounds use and capital investment - GTLT's continued willingness to hold open the offer of a lease to SWDC 	NA

8. Strategic Drivers and Legislative Requirements

8.1 Significant risk register

- ☐ Relationship with iwi, hapū, Māori
- ☐ Climate Change
- ☐ Emergency Management
- ☐ IT architecture, information system, information management, and security
- ☒ Financial management, sustainability, fraud, and corruption
- ☐ Legislative and regulative reforms
- ☒ Social licence to operate and reputation
- ☒ Asset management
- ☒ Economic conditions
- ☒ Health and Safety

8.2 Policy implications

Leasing of Property Policy <https://swdc.govt.nz/wp-content/uploads/PolicyLeasing%20of%20Property%20Policy2015.pdf>

9. Consultation

9.1 Communications and engagement

The persons who are affected by or interested in this matter are the general public, rate payers, and the users of Council controlled land.

9.2 Partnerships

Have you completed a communications plan for the work described/project to engage/communicate with partners/key stakeholders e.g. Waka Kotahi, Kainga Ora, community groups, particular individuals etc?

☐ Yes ☒ No

If no, is a communications plan required?

☒ Yes ☐ No

As part of the approved recommendation.

10. Financial Considerations

	Yes/No/NA	Commentary
Inclusion in the AP/LTP? (if no – provide commentary)	No	The \$30,000 unbudgeted expenditure would need approval within the current AP 23/24 OPEX and/or the upcoming LTP. We wish to retain the \$1.5m (AP 22/23) and \$1.59m (FY 24/25) for CAPEX funding as approved for future purchase of land and will continue to explore options.
Confirmed cost code (provide commentary on what is budgeted and any variance)	53060534	
Cost code owner	Manager, Partnerships and Operations (James O'Connor)	
Manager responsible / delegations	Manager, Partnerships and Operations (James O'Connor)	
OPEX or CAPEX	OPEX - \$30,000 p.a. CAPEX - TBC	
Considered/endorsed by ELT	Yes	
Procurement process	NA	

11. Climate Change Considerations

There are no positive or negative effects on climate change from this decision.

12. Health and Safety Considerations

Overuse of grounds causes health and safety risks for users as grounds deteriorate e.g. unusually muddy and slippery grounds; pooled and stagnant water posing health risks; less sport and recreation opportunities; and additional travel for users to suitable grounds.

13. Appendices

Appendix 1 – Kuranui FINAL GLG Report

Contact Officer: James O'Connor, Manager Partnerships and Operations

Reviewed By: Stefan Corbett, Group Manager, Partnerships and Operations

Appendix 1 – Kuranui FINAL GLG Report

Community Gymnasium Feasibility Study

Prepared for the

Kuranui Sports Hub Project Working Group

Final Report



20 March 2019

Acknowledgements

The authors wish to thank members of the various community representatives that participated in the development of this report, most of whom who did so in a voluntary capacity, and in particular the Project Working Group.

Report Disclaimer

In preparing this report it has been necessary to make a number of assumptions on the basis of the information supplied to Global Leisure Group Limited in the course of investigations for this study. The recommended actions contained in this report are subject to uncertainty and variation depending on evolving events but have been conscientiously prepared based on consultation feedback and an understanding of trends in facility provision.

The authors did not carry out an audit or verification of the information supplied during the preparation of this report, unless otherwise stated in the report. Whilst due care was taken during enquiries, Global Leisure Group Limited does not take any responsibility for any errors nor mis-statements in the report arising from information supplied to the authors during the preparation of this report.

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GST

All dollar amounts in report are GST exclusive.

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1 Executive Summary

The feasibility study was commissioned to gain an independent assessment of the opportunity to enhance provision for active recreation and sport participation for Greytown and the wider South Wairarapa community. The impetus for the study is the current College gymnasium has to be replaced due to a poor earthquake assessment of the MOE funded gymnasium as well as the extension built by the community some years ago. The recommended collaborative facility solution is also consistent with the development pathway previously identified by a locally driven Sport Facilities Taskforce.

A gymnasium in Greytown is a facility critical to providing opportunities for education and participation in active recreation and sport. It is a key contributor to building healthy lifestyles for residents in the South Wairarapa, particularly for younger residents. It is a future looking facility to cater for the trend nationally towards more indoor sport participation and anticipated population growth, particularly in the Greytown area. The gymnasium will enable South Wairarapa residents the play and train locally reducing the barriers of travel cost and time.

The gymnasium is a keystone building block in a wider sports hub concept proposed as the second stage of the development pathway for active recreation and sport in Greytown. The sports hub is a once in a generation opportunity to transform active recreation and sport provision in Greytown and the South Wairarapa. Collaboration is not new to Greytown and Sports hub evolution follows the highly successful collaboration of the Greytown Sport and Leisure, formed in the early 2000s.

The challenge facing the community is that the current student roll means only a part-size indoor court would be built by the Ministry of Education (MOE). Community investment is needed to build a full-size indoor court gymnasium to avoid a poor outcome for active recreation and sport for Greytown and wider South Wairarapa community.

In addition, Rugby Club and Bowls Club are facing rapidly escalating costs of leasing land from the Greytown Trust Lands Trust due to rising land values. The Trust has indicated that the current large rental rebates are not sustainable for it to meet its obligations under its Act to primarily support education and across all sports in the Greytown community. There is a viable option to relocate Bowls to The Orchards retirement village through an access arrangement that would significantly improve the sustainability through dramatically reducing the rental/use costs to the Club of providing the green and pavilion and this should enhance its ability to recruit and retain members. The Rugby Club appears to have two options:

- Purchase the current site from the Trust Lands Trust, improve the efficiency of land use including subdivision and sale of surplus land
- Relocate to a new park, preferable adjacent to the College, its primary source of future senior players

It appears both of these options would require substantial funding from outside of the Rugby Club to maintain its viability. In addition, the Rugby Club has reservations about the concept of relocating to a new park and shared Hub facility but understands it has limited options.

The concept of a new park with an integrated hub facility was conceived as an opportunity to significantly enhance current provision in Greytown and provide additional capacity to cater for the projected growth in the resident population that will increase demand for indoor and outdoor sport space.

The integrated hub features multi-use of playing spaces, social spaces, change rooms, ablutions and parking to maximise use and share the costs of provision across more users. Whenever possible these hubs are located on a large park with many fields and preferably co-located or adjacent to major schools to enable more use during the school day. The proposed multi-use facility and provision through a community-school partnership reflect best practice in sustainable provision in the active recreation and sport sector.

Hubs are usually underpinned by strong club partnerships. Greytown Sport and Leisure Inc. is a long-standing and successful club partnership and will have a critical role promoting and managing community use of the new facilities. Hubs are usually well supported with substantial funding from Councils and other funders because of their higher use than most standalone single code facilities. The proposed hub at Greytown will have significant multi-use facilities and a wide user base and should be well supported.

A two-stage development is proposed to meet in projected demand from population growth:

1. Replace the gymnasium and enable optimising community use of existing provision at the College
2. Development of an integrated hub facility with creation of a new park accommodating a minimum of 3 new sports fields adjacent to the College

The two-stage approach reflects the urgent need to replace the College gymnasium (an MOE requirement) and the much longer lead time required to secure land adjacent to the College for the new park providing the additional fields to relocate the Rugby and Football clubs and meet future demand from population growth.

The current gymnasium is split into two part-size activity spaces. The new gymnasium will have a single sports hall with a full-size court for community level netball, basketball, volleyball, badminton, Futsal and many other uses. Community users will use the ancillary facilities (change, shower, toilets and parking) as they do now.

It is proposed that the new Hub would include the following existing facilities at Kuranui College:

- Outdoor paved courts
- Artificial turf hockey half-field/ tennis court area
- Playing fields
- Auditorium (occasionally for prize-giving functions)
- Student Centre (for hosting groups before Stage 2 is completed)

Plus, the following new facilities in stage 1:

- New community gymnasium with a single full-size indoor court that is Netball compliant (replacing the current non-compliant gymnasium)
- Amenities to cater for a class size group
- A shared office for use by College staff and community sports
- Storage for both the College and community active recreation and sport user groups
- Climbing wall

Plus, the following new facilities in stage 2:

- 3 new sports fields on new reserve land
- Clubrooms with kitchen and bar
- Change rooms for sports fields
- Toilets
- Storage
- Additional parking
- Weights gym (possibly already developed in stage 1)

The following 7 sports are recommended to be users of the Hub based on stakeholder feedback from sports clubs combined with best practice to provide sufficient users to sustain the facility (socially and economically):

- Netball (indoor court for training and outdoor courts for training and competitions)
- Basketball (indoor court and streetball on outdoor courts)
- Badminton (indoor courts)
- Hockey (using the artificial turf and at times the indoor facility)
- Football (relocate to new hub for football in Greytown using 2 College fields and 2 new fields) includes winter & summer football and Futsal
- Rugby (relocate to new hub and use 2 new fields and 1 College field)
- Baseball (use the outdoor diamond and at times indoor court when wet weather)

The Soldiers Memorial Park would shift to primarily be used for cricket. There would be some overflow football excluding the wicket block when not in use for cricket or turf rehabilitation.

It is suggested that Council is the owner as it is the majority funder of the community gymnasium, sports fields and the integrated hub. SWDC would lease the land from the MOE and Kuranui College would have a license to occupy the Gymnasium on school days from 8.30am to 5.00pm. It is suggested that Greytown Sport and Leisure Inc. manage the facility outside of these hours.

The estimated total capital cost of the entire development of the community gymnasium, hub facility and 3 new sports fields excluding the cost of any land purchase is about \$9 M and includes:

- A community gymnasium facility with a total floor area of about 750m² and priced at the lower end of the price range at \$5.3M
- integrated community hub spaces would increase the floor area to 1,100m² and priced at the lower end of the price range at \$2.9M
- Development of 3 sports fields (including a shared floodlit training field) about \$0.8M

A financial model has been developed for the proposed sports hub (stages 1&2) that in year 3 of operation is projected to have an operating surplus in Year 3 of \$19,910. The sensitivity analysis on Year 3 indicates a range from optimistic scenario of \$30,858 operating surplus to black hat scenario of \$7,458 operating deficit. An extraction of the community gymnasium element has an operating deficit of \$2,643 in Year 3.

2 Introduction

Kuranui College contracted Global Leisure Group to complete a needs assessment and feasibility study into the provision of a joint venture community gymnasium to meet the indoor sport needs of Greytown and its hinterland current. The feasibility study needed to be cognisant of the potential to develop a new hub park on land bordering the Kuranui College site. The Project Working Group has provided invaluable support and local reference for GLG in preparing this feasibility study and its membership reflects the key players is driving forward and joint venture development. They are:

- Kuranui College
- Greytown Trust Lands Trust
- Greytown Sport and Leisure Society (the “GSL”)

The aims of the study were as follows:

1. Clearly identify the wider strategic need for indoor sport and active recreation space in the area
3. Quantify the College use.
4. Quantify the community demand and how this could be best managed.
5. Consider the long-term development of a hub park adjacent to the new gymnasium and its implications
6. Identifying appropriate management and governance structures to meet the needs of the College and community users.
7. Evaluating operational models and income streams to consider long term viability and sustainability.

The research findings meant the study includes the feasibility study for the gymnasium facility with a development strategy for the hub park concept.

3 The Situation in Summary

The following provides a summary of the current situation that lead to the feasibility study being undertaken.

Kuranui College:

- The current College gymnasium has to be replaced due to a poor earthquake assessment of the MOE gymnasium and the extra court area (annex) built by the community.
- If nothing is done, the Ministry of Education will spend in the region of \$1 M to strengthen its gymnasium building and demolish the annex. Any new build by the MOE would be a maximum of 561m² including gymnasium and change rooms. This is based on the current roll and smaller than the current MOE gymnasium.
- If nothing is done, it will be harder for the College to attract students and staff because of the reduced facilities.
- The College has spare land available, together with a Principal and Board of Trustees that can see the opportunity that working with other key stakeholders could bring to the College and the South Wairarapa community.
- Ministry of Education is open to working with communities to better utilise what are effectively tax payer assets.
- The College (not MoE) owns other sporting facilities that are depreciating that have no financial plan regarding their maintenance or future replacement (i.e. Dave McGibbon Hockey turf & netball/tennis courts.)

South Wairarapa District Council (SWDC):

- SWDC foresees significant growth in Greytown in the next 20 years, which will put an even bigger strain on the existing sporting facilities (both SWDC and non-SWDC owned) in Greytown. This will likely lead to a requirement for SWDC to provide additional sports land and venues in future years.

- All new subdivisions approved have to provide a percentage of land value to fund reserves contributions¹. These funds have to be spent in the town that they are generated.
- Purchasing residentially zoned land to provide for future sporting facilities would be very expensive for ratepayers. Committing to alternative option of a long term lease of third party land on which to put community sports facilities would not be as capital intensive.
- Currently there is not enough space at Soldiers Memorial Park to meet the needs of Junior Football.
- Soldiers Memorial Park currently has challenges with appropriate maintenance and rehabilitation of the turf and wickets block because of summer & winter pressures squeezing the window for undertaking turf care. SWDC consider Soldiers Memorial Park is over capacity because junior football struggle for space and there is insufficient time between seasons for proper rehabilitation of the sports fields. The fields can be in much better condition if there was sufficient time to rehabilitate. In addition, the cricket block should be moved closer to the clubrooms. Therefore, in terms of shared facilities, the bottom lines are whether multiple codes can work together, and whether the fields can be kept to an appropriate standard. Being a cricket ground requires a better surface in general. In addition, population growth for Greytown indicates a need to seriously look at sports field capacity, which will result in additional sports fields and possibly codes may have to shift to more appropriate facilities.

Greytown District Trust Lands Trust (the Lands Trust):

- Trustees are governed by the Greytown District Trust Lands Act. This Act has education of Greytown residents as the core of its purpose. The Greytown community are increasingly demanding that the Lands Trust sticks to its core purpose.
- Owns 3.1088ha of residential zoned land that is leased on perpetual long leasehold basis² to the Greytown Bowls (0.3771ha) and Greytown Rugby (2.7317ha) clubs. Rents are based on the long leasehold interest, which in recent times has equated to approximately 5.5% of the fee simple value of the land. This currently equates to \$45k for the rugby club and \$25k for the bowls club.
- The Lands Trust income (from commercial property) has been very static over the last five years.
- The Lands Trust gifts approximately \$300,000 to the Greytown community annually. In the 2017/18 year this was split Education 40%, Sport 42%, Community 6%, Cultural 12%, Environmental <1%.
- Of the \$123,000 of sports funding provided in 2017/18, the Lands Trust provide grants in the form of rent subsidies to Greytown Rugby Club (\$43k or 35%) and Greytown Bowls club (\$24k or 20%). As values continue to increase and without any changes, at the next rent review these two clubs would potentially be receiving more than the total of all education funding put together in the form of rent subsidies.
- The rental subsidies arrangement is a product of historical decisions taken by previous Lands Trust Board's that, while they may have been considered appropriate at the time, do not in the view of current Trustees fit equitably with the purpose of the Act. The Trustees have agreed that the status quo cannot continue. They have acknowledged in their recent draft sports funding strategy that changes could involve exploring options for relieving the two clubs of the looming cost burden of occupation of the lands. The funds released from selling these two properties could then be invested by the Lands Trust, with the rental income being available to give back to the community. Based on the most recent valuations, the combined value the Lands Trusts lessor interests in the rugby and bowls clubs is \$1.75 M.

Greytown Sport and Leisure Society

- GSL is the umbrella organisation for 15 member clubs that have a combined membership of 1,135 (with nearly 702 winter sports members and over 433 summer sports members)². Each club is sovereign and manages and delivers its own sport activity.
- The GSL has recently completed research into the future provision for sport and active recreation in Greytown and the key findings were:
- Ageing facilities, some with significant deferred maintenance

¹ "Reserves Contributions" category are: a) For subdivision, a general district-wide reserves contribution of 3% of the land value of each allotment to be created in the Residential, Commercial and Industrial Zones (plus GST), and 2% of the land value of each allotment to be created in the Rural Zone (plus GST). In the Rural Zone, the maximum amount of the sum of this general district-wide reserves contribution and any general district-wide roads, access, parking and loading contribution taken under Rule 4.A(g) shall be \$7,500 (plus GST) per allotment created by a subdivision; or b) For land use development for residential purposes, a general district-wide reserves contribution of 0.25% of the value of each additional residential unit (plus GST).

² ** Please note the summer stats are from 2017/18 season so will have a more accurate number in the new year

*** The numbers can be higher due to the type of membership packages offered for different clubs e.g., tennis has a family membership from 2 to 5 players per membership.

- A preference for integrated solutions including continued and strengthened shared use of facilities at schools, particularly Kuranui College

Greytown Rugby Club:

- The Club is one of the oldest rugby club in New Zealand. It currently has 2 senior and 6 junior teams and uses the fields from January to August
- The Club does not own the land that it occupies but have been in occupation for more than 100 years.
- The Club has a recently renovated clubroom plus 4 changing rooms and sub-leases another room to the Community Gym
- Rents have risen dramatically over the years as the value of the residentially zoned land has increased.
- Currently the Club pays \$45k in annual rent to Greytown Trust Lands, which is based on the fair market rental. 7 yearly rent reviews to fair market rent. The next rent review is in July 2021.
- Currently receive a rent subsidy via a community sports grant equivalent to 95% of the annual rent from the Lands Trust.
- The club received a letter in February 2012 giving certainty around how the rent subsidy would be calculated for the next five years. This letter also reiterated that there is no guarantee that such arrangement will continue in the future and that Trustees would be undertaking a review in the future.
- The Club has significant memorabilia displayed in the social space at its clubrooms
- The Rugby Club has a clear preference to remain at its current location and has reservations to the concept of relocating to a new park and shared Hub facility

Greytown Bowls Club:

- The Club does not own the land that it occupies but have been in occupation since at least 1905.
- Rents have risen dramatically over the years as the value of the residentially zoned land has increased.
- Currently the Club pays \$25k in annual rent to Greytown Trust Lands, which is based on the fair market rental. 7 yearly rent reviews to fair market rent. Next rent review is in July 2024.
- Currently receive a rent subsidy via a community sports grant equivalent to 95% of the annual rent from the Lands Trust.
- The club received a letter in February 2012 giving certainty around how the rent subsidy would be calculated for the next five years. This letter also reiterated that there is no guarantee that such arrangement will continue in the future and that trustees would be undertaking a review in the future.

The Opportunity:

An opportunity has arisen for a new community gymnasium to replace the current facility at the College due to the MOE determination it needs immediate replacement due to poor earthquake strength. This will deal with shortcomings of the current facility such as the lack of a full-size court. A further opportunity of developing a community sports hub encompassing the new multi-purpose gymnasium plus sports fields, health & fitness and clubrooms facility to be built on and around Kuranui College was identified and a Project Working Group set-up. The development would be delivered through collaboration between Kuranui College, MOE, Council, the Lands Trust, Greytown Sport & Leisure Society, sports clubs and the wider Greytown community. Initially, it was envisaged that:

- SWDC committing to a long term lease of land immediately adjacent to the College that is rural zoned
- The Lands Trust committing to the ongoing provision of funding for management and maintenance of the facility. The Hub project has good synergy with the Lands Trust mission and purpose as it will have significant positive impacts on both educational and community outcomes.
- GSL committing to support the hub concept
- Key sports clubs agreeing to work together to share facilities
- Kuranui College (and the MoE) agreeing to a workable alcohol policy and a lease or license to occupy the land for the facility
- Greytown community support

4 Planning Review – Key Findings

This report has reviewed, considered, and where appropriate sought alignment with other relevant policy and planning documents. There is clear support and preference in National and Regional Sport, Local Government, and Ministry of Education planning and policy documents for the development of shared multi-use facilities that meet identified gaps and address particular needs. There is also support for community-school partnerships in provision of facilities and fields.

4.1 National Sport Facilities Framework

When considering the development of future spaces and places to meet sporting and active recreation needs it is essential that we learn from the past and ensure that future facilities and spaces are developed in a robust and planned way. Sport NZ's National Sport Facilities Framework identifies a set of planning principles to improve future decision making when investing in facilities, which have informed the feasibility study and development strategy. The planning principles are:

- Meeting an identified need and fit for purpose to meet the need
- Sustainability – consideration of whole of life costs
- Partnering / Collaboration / Co-ordination
- Co-location and Integration
- Future proofing – adaptability
- Accessibility

GLG has added 3 further principles based on its research into community sport and recreation facilities, they are:

- Reflecting the community
- Activation
- Socialisation

4.2 National Facilities Strategy for Indoor Sports

The National Facilities Strategy for Indoor Sports was completed in 2013 for Sport NZ and primarily provides guidance on provision of indoor court facilities. The Strategy looked at benchmarking provision based on population and made some key comments pertinent to the local situation on pages 21-22. The full extract can be found in the appendix.

Benchmark Provision of Indoor Courts

In determining an appropriate benchmark for the provision of indoor courts per head of population, it is important to ensure that it can be applied in geographically diverse regions, reflecting the New Zealand sporting landscape. Many provincial regions in New Zealand have a network of small rural townships, commonly with a population of approximately 10,000 which are providing servicing support for a hinterland of farming communities. It is realistic for these communities to have indoor facilities and these communities are skilled at developing facilities via partnerships to meet their needs and the distribution of smaller facilities is therefore widespread. In recent years a “sportsville” [sports hub] model of facility development has been promoted to offer a shared resources concept with the aim of being more cost effective and sustainable over time.

In the same context it is important to include the school indoor sports facilities within the benchmark estimates. School facilities play a major role in the network and are commonly used by clubs within the community.

The benchmark standard in the Strategy is one indoor court for every 9,000 people.

This was applied to both school and Council-provided courts nationwide. The intention of using the benchmark on both school and council courts was to provide a model which could be applied to smaller centres with a high proportion of school facilities used by the community. This avoided the need for different benchmarks between urban and provincial centres.

It needs to be mentioned also that the facility calculator doesn't take into account:

- Facility location compared to demand
- Capacity and availability of facility –opening hours
- Cross boundary movement from district to district
- Travel networks and topography
- Attractiveness of facilities.

Taking this information into account it would be prudent that any demand figures be taken on a facility by facility approach. As sporting facilities in the same area might have adopted differing management models affecting the attractiveness to the customer or have other barriers to participation (for example poor transport links) which could directly affect patronage.

4.3 Wellington Region Spaces and Places Strategy

Under development at present. Indications are that the Strategy will be consistent with the planning principles in Sport NZ's National Sport Facilities Framework outlined above.

5 Population

Research undertaken in 2018 to forecast population growth on behalf of SWDC³ using a wider range of indicators including forecast migration and housing development the District would have projected growth exceeding the 'High' series (2016) projection of Statistics NZ through to 2043. The research projects a resident population of 12,733 by 2043 and significantly exceeds the Medium series projection (usually used in modelling) of 10,850 residents. The research concluded that:

Greytown will experience the most growth in terms of total population [in the District] and have the same average annual rate of increase as Martinborough. This is driven by assumed residential development and obviously accompanying migration to these townships.

The growth in population is projected to increase by 1,142 from 2,438 residents in 2013 to 3,581 residents in 2043 or roughly 1.5 times the current population. Similar growth in the number of households in Greytown. The projected growth over the next 10 years through to 2028 is characterised by:

- A gain in couples aged 25-29 years and families with children (parents 30-39 years and children 0-9 years)
- A slight gain in mature adults and early retirees aged 45-69 years
- A continuing loss of young adults aged 17-24 years leaving the area for education and employment opportunities elsewhere

This population growth with a weighting towards playing age families should translate into a strong growth in demand for junior sport capacity in Greytown. The growth of early retirees should translate into growth in demand for active recreation and sport capacity.

Growth in the Carterton population will also generate demand for indoor court capacity.

³ Research by consulting firm *.id The Population Experts*

6 Current Supply and Use Analysis

Current supply of sports facilities (clubrooms/ pavilions) and fields is extensive for a community with a small population reflecting the significant investment by past generations of residents.

6.1 Indoor Sport & Active Recreation

Greytown does not have a community or Council owned indoor sport and recreation facility but does have a school facility at Kuranui College.

Kuranui College Gymnasium

The College Gymnasium is due for replacement because of its low seismic rating against the NBS. The current facility was built as a joint venture between the community and the Ministry of Education (MOE). The MOE will build a replacement facility that has a part size indoor court as per its property code for this size school.

GHS welcomes use by the community, charging community users \$15 per hour (GST inclusive) and does not charge for use by school teams.

Figure 1: Kuranui College aerial photo



The College uses the facility fully during school days to deliver its physical education and sport programmes. Analysis of the current out of school hours occupancy of the Kuranui College gymnasium has revealed that in the winter peak demand period (Terms 2 and 3) it has 13 hours of use with 6 hours by College teams and 7 hours of community hire. There is significant spare capacity on school day evenings and the weekends during school terms (see the table below plus other detailed tables in the appendix).

Table 1: Current Use of Gymnasium during Terms 2 & 3

Term 2 & 3	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7.00 am							
7.30 am							
8.00 am							
8.30 am							
9.00 am	Kuranui College	Kuranui College	Kuranui College	Kuranui College	Kuranui College		
9.30 am							
10.00 am							
10.30 am							
11.00 am							
11.30 am							
noon							
12.30 pm							
1.00 pm							
1.30 pm							
2.00 pm							
2.30 pm							
3.00 pm							
3.30pm	KC Jnr Boys Basketball	KC Girls Netball (Apr-Sept) IF WET	Primary School Cluster Basketball	KC Girls Netball (Apr-Sept) IF WET			
4.00pm							
4.30pm							
5.00pm					KC Snr Boys Basketball		
5.30pm							
6.00pm							
6.30pm		Tae Kwon Do Club	Spitfires Baseball (June-Aug)	Tae Kwon Do Club			
7.00pm							
7.30pm							
8.00pm				Basketball J Hutchings			
8.30pm							
9.00pm							

6.2 Outdoor Sports Courts

There are outdoor sports courts are several locations in Greytown including:

- The 5 asphalt paved courts at Kuranui College used by Netball for training and Saturday junior competitions (reduces travel time and cost for families)
- The Greytown Primary School multi-use synthetic turf single court overlay is extensively used by Junior Netball immediately after school for convenience (so parents do not need to transport children to another location).
- 3 Tennis courts at Soldiers Memorial Park used by the Greytown Tennis Club

6.3 Sports Fields

Sports fields are at several locations in Greytown including the following full-size senior fields:

- Kuranui College (2 football, 1 rugby in winter, 1 baseball and 1 cricket in summer). These are recognised for their exceptional free draining performance ('last school fields to close in the Wairarapa during wet weather')
- Soldiers Memorial Park (2 football in winter, 1 cricket in summer) that has exceptional aesthetic qualities with its surrounding trees. It is also a major sport and recreation hub for the community with the outdoor swimming pool, Tennis Club (3 tennis courts) and a major playground
- Greytown Rugby Club (1 game field & 1 floodlit training field in winter)

In addition, the Greytown Primary School field and multi-use synthetic turf single court overlay are extensively used by Junior Football for convenience (so parents do not need to transport children to another location).

The latest Communitrak SWDC Survey of Residents shows an improvement in terms of parks and reserves and this compares favourably with other similar surveys elsewhere in NZ.

- Satisfaction with SWDC services and facilities - 94% of residents are satisfied with the SWDC parks and reserves (88% 3 years ago)

6.4 Bowls

The Greytown Bowling Club is located in a site that fronts both East Street and Reading Street in Greytown and has two natural turf greens with a pavilion and equipment/ soil store. The Pavilion is ageing and will require increasing maintenance.

6.5 Meeting Spaces

Greytown has a good supply of meeting spaces dispersed throughout the area, both community and privately owned (e.g. café's/restaurants), while some are in poor condition, there are many suitable fit-for-purpose meeting spaces that effectively cater for small through to large meetings/gatherings such as:

- The largest plenary meeting/ prize-giving event space is the Kuranui College Auditorium with tired seating for 240 persons and a further 300 seated in flat floor theatre style
- Greytown Library
- Kuranui College Library
- Soldiers Memorial Park Pavilion
- Greytown Rugby Clubrooms
- Greytown Bowling Clubrooms

The current plentiful supply of meeting spaces needs to be kept in mind when considering future development plans.

7 Participation and Demand for Sport and Active Recreation

7.1 Catchment Area

Based on stakeholder feedback the participation catchment areas is a mixed picture from sport to sport. For example, some sports have a centralised competition based at a hub in Masterton (e.g. netball and basketball) or elsewhere in the region e.g. hockey at Clareville just north of Carterton. However most, if not all, practice for indoor sport occurs at local facilities where these are available in the region, including in Greytown at the Gymnasium.

Kuranui College has most of its students bussing to the school each day and its catchment area is the entire South Wairarapa District plus Carterton District. A third of students bus from Carterton District.

7.2 Participation and Demand Profile for Sport and Active Recreation

The Sport NZ Insights Tool is a relatively recent development. It is a key tool for local rather than national insights using nationally gathered data. It draws data from a range of sources to provide indicative information on the expected level of participation in a sport or recreation activity rather than actual levels. It cannot be equated with organised sport club membership or player numbers as it includes informal/ casual activity such as playing a pick-up game of tennis. However, it does provide a useful guide to the highest participation activities in each district.

Sport NZ states:

The participation analysis shown below has been modelled from a variety of sources including the 2017 Active NZ Survey data, NZSSSC data and Usually Resident Population figures from Statistics NZ. The 2017 Active NZ survey captures information from 27,038 adults (18 years and older) and 6,004 young people (aged 5 – 17 years).

Activity behaviours as defined by the Sport NZ Insights Tool are:

This modelled participation data to show preferences and interest in different sports across Census area units. The modelled participation data uses national Active NZ data, and projects participation in different sports to specific area units based on the demographic profile of the area. This then gives an indication of interest and preference in sports of the area unit, based on its demographic profile.

The figure below is an image generated from the Insights Tool providing a profile for the South Wairarapa District of expected participation rates⁴. The red hash line is the national average percentage participation and the colour coded bar with percentage amount shows the expected participation generated by the Insights Tool.

7.3 Observations on Likely Demand

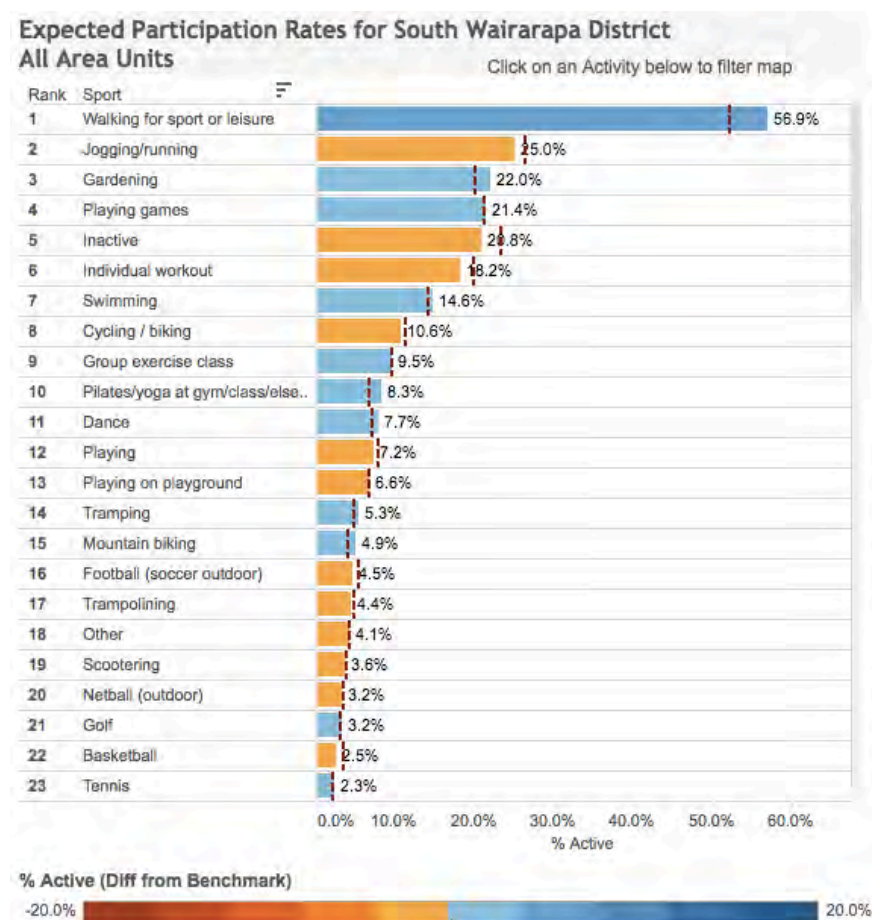
The Insights chart below would indicate that several sports should prosper with a more fit-for-purpose modern facility including:

- Basketball that is currently under represented in the District against NZ averages and is likely to grow with a full court facility able to operate 2 Mini-ball games concurrently. This view is supported by the doubling of basketball participation in New Zealand over the past decade and the local community basketball programme being over-subscribed with teams having to be declined entry to the programme.
- The same observation can be made about football and the strong growth of its indoor version (Futsal) with proposed provision of a larger court facility.
- Netball is relatively strong by NZ averages but has not been an extensive user of the part-size court facility. Netball NZ is looking for it youngest players and its high performance (premier grade) players to be playing indoors. Local demand is primarily for practice and training for seniors plus use by juniors for games as part of the satellite competition at Kuranui outdoor courts.

In addition, the popularity of Scootering would indicate strong demand for a skatepark/ scooter park facility.

⁴ Modelled participation using data sourced from the Active NZ 2017 survey (last 7 days participation rates) Statistics New Zealand, Census 2013, Usually Resident Population for mesh block 2013. Information/ data in this visualisation indicates what people may be participating in, or more likely to be interested in. Several assumptions were made in developing this information/ data, and care should be taken in using the information/ data. Please contact Sport NZ if additional information on this information/ data is required. Source: <https://sportnz.org.nz/managing-sport/insights/sport-nz-public-chart/>

Figure 2: Expected Participation in South Wairarapa District



7.4 Community Basketball

The community basketball programme is operated by a dedicated volunteer with paid referees (senior high school students). The mini-ball programme is limited by the constrained availability and the small capacity of the Gymnasium and the availability of the key volunteer (one afternoon per week). Currently there are 10 school in the programme with approximately 200 8-13 year-old students participating per year. The programme is split with Term 2 (Year 7-8 teams) and Term 3 (Year 5-6 teams). Training is at the schools during lunchtimes.

7.5 Netball

Greytown Netball Club operate a satellite junior module of the Wairarapa Netball Centre competition at the Kuranui College paved courts on Saturday mornings from 9.00am to 11.45am during the Netball season. Wairarapa Netball Centre prefers to hold Senior competitions at the main hub complex in Masterton. Senior and junior trainings are held on a single outdoor court at Greytown Primary School. This means primary age children do not have to leave the school grounds as practices start straight after school. Netball installed lights on this multi-use synthetic turf surfaced court in 2009 to enable senior practices to occur at the same venue as the juniors. Senior teams have used the College Gymnasium (when available) for practices in wet weather.

The paved courts are wearing and become slippery in wet weather. The western most court is made more slippery by leaf litter and is generally not used.

Kuranui College teams practice afterschool at the College outdoor courts and in the Gymnasium in wet weather.

Home and away games on a Saturday at Kuranui College are unlikely to be approved by the Wairarapa Netball Centre in the short term. However, if population and participation continue to grow then a 'Southern Wairarapa Netball Hub' using the paved courts and netball court in the Gymnasium in the future.

Facility needs include:

- Netball would like to have a replacement event control office within the new gymnasium building with good sight lines to view the courts and an effective PA system to communicate with teams on the courts. Netball have indicated that if the new sports hall in the Gymnasium is Netball NZ compliant in safety run-off then 3 senior teams would use it for practices. Junior practices would continue at the Primary School.
- Netball do not need a clubrooms facility as the senior teams go to bars in town when socialising.
- Netball does need storage and somewhere between a half and a full 20 foot cargo container equivalent is needed.
- A playground near the courts would be ideal for younger and older siblings
-

7.6 Futsal

Futsal is the FIFA endorsed indoor version of football. Futsal is in strong growth in New Zealand with the major limiting factor being the lack of indoor court capacity to meet demand. The Clareville facility is ageing and a suitable new facility in Greytown will be attractive. However, it appears that most of the player base is in northern Wairarapa and travel time and cost could be a barrier to their participation in a league based in Greytown or vice versa. The presence of a suitable facility in Greytown will enable the development of a locally focused Futsal programme with several modules per year for at least the Southern Wairarapa catchment.

8 Needs Assessment

The consultation undertaken has revealed a priority need for:

- 1. A continuance of an indoor sports facility that caters for the College use and a range of sport and community uses**

There is also need for:

- 1. A multi-purpose, multi-use amenity and social 'Hub' facility that support community sport use of other sport facilities and fields located at Kuranui College including the multi-use synthetic turf overlay area, the paved netball courts and the sports fields**
- 2. An upgrade of the Kuranui College sports fields to enable greater use by the community as growth in demand occurs**
- 3. The Greytown Bowling Club and the Greytown Rugby Club need to find a sustainable solution to the increasing land related costs.**

9 Functional Specification

The functional specification below has been developed to meet the priority needs based on local consultation and research overlaid with best practice from the recreation, sport and community sectors.

Indications from consultation with the Ministry of Education are that:

- The size of facility is determined by the current school roll and entitlement is assessed at 561m² or 73% (760m²) for a Netball NZ compliant court with 3.05m safety run-off.
- The 561m² includes any provision wanted by the College and/or community for change and ablution facilities
- Any facility built on the College site needs to meet the Ministry of Education building standard which exceeds the National Building Standard.

9.1 Added Value Opportunities

There are opportunities to add value for users and the wider community through innovative thinking and use of existing College facilities. These include:

1. Use of the College Auditorium for club prize-giving's and large public assembly functions/ events
2. A similar approach could be taken to use of the tuck shop kitchen and associated lounge/ dining area in the College facility for larger groups using the Community Gymnasium for post-game gatherings and event briefings.

There is also potential for the new facility to become backup to the Greytown Town Centre facility as a Civil Defence emergency shelter. This would be enhanced through the addition of a generator inlet point to the electrical system and/or possibly photo voltaic solar panels, storage batteries and an inverter capable of providing a power supply independent of the national grid. These enhancements are not included in the functional specification.

9.2 Community Gymnasium Facility

There are a number of key features of this facility specification that if developed in an appropriate configuration will enable a truly integrated hub facility to be developed. enhance use of the existing College outdoor courts, multi-use synthetic turf and grass fields by the community. If orientated appropriately it will enable multi-use of indoor and outdoor spaces at the College, including concurrent use by 2 or more groups. If co-location of sporting activities on the proposed adjoining land is able to be achieved these will be able to take advantage of the concurrent use capability of the proposed hub facility.

The indoor court core specification in the table below has a building footprint of nearly 1,000m² in a single level layout.

Table 2: Proposed Requirements Greytown Community Gymnasium Facility

Facilities proposed	Specific details
Multi-use Gymnasium Sports Hall 608m ² (2 x 304m ² when divided) clear floor area is 21 m wide by 32 m long	<ul style="list-style-type: none">▪ Able to accommodate a full-size Netball court with safety run-offs to comply with Netball NZ specifications (3.05m around the court)▪ Markings and fixings for competition netball, basketball, and volleyball (long axis)▪ Able to be divided by drop down curtain into two spaces with markings and fixings for 2 mini-ball, 2 volleyball courts and 2 badminton courts (90° from long axis) each court is 21.35m by 18.05m wide▪ Flooring - hardwood▪ Access from sports hall to College toilets and class change (MOE specified)▪ Access from sports hall to Community toilets and team change▪ Access from sports hall to Community referee change▪ Ability to secure Gymnasium and College toilet and change spaces from other community spaces during College use hours▪ Provision for sports hall to be easily extended if needed in the future

Facilities proposed	Specific details
	<ul style="list-style-type: none"> Includes installation of the existing climbing wall
Unisex toilets for users of sports hall 15m ²	<ul style="list-style-type: none"> Sufficient to comply with planning requirements Direct external access via security door to enable use without entering rest of building
Two change rooms, showers, tape room/ first aid room 40m ²	<ul style="list-style-type: none"> Primarily for indoor sport use to service the sports hall Change rooms open into access corridor to provide privacy. Corridor has secure grill or door with venting with option for outdoor access as well as lock door into main facility (capability to add more change rooms in future plus extending access corridor) Connected ablutions space with one toilet and 5 shower cubicles per change room with direct internal access via security door and access to change room via lockable door Each change room is able to be locked off from rest of building with secure door. Each change room and each ablution space has a secure vent (for 24/7 passive ventilation) Change and ablution spaces and any access corridors have slightly lower floor level than other spaces in building and slightly sloping floors to enable easy cleaning of floors with hose to gully trap(s)
Sports Hall College store 40m ²	<ul style="list-style-type: none"> One large storeroom for College movable indoor sports equipment with direct access to main sports hall space
Main space community user storage 10m ²	<ul style="list-style-type: none"> 2 x separate and secure walk-in store cupboards for the in-season regular users of main space. Each cupboard approx. 1.8 m wide by 2.5 m deep, all with direct access from main sports hall space via locked double doors for rolling in and out of gear trolleys
Entrance, Foyer, Circulation, Reception and Office 50m ²	<ul style="list-style-type: none"> Small entrance foyer IT and data projection friendly foyer Digital control system to open the facility and record usage (Swipe, dongle or PIN pad) Office for College staff and for event coordination with lockable opening to foyer to provide reception
Store for outdoor equipment	<ul style="list-style-type: none"> Use of 20-foot cargo containers for storage Screened with trellis or similar (see Toitu Poneke Hub in Kilbirnie, Wellington for an example)

Storage for ground maintenance equipment for the new fields would preferably be provided in the form of a double garage separate to and some distance from the main Hub building (mitigate fire and safety risks associated with fuel and chemicals).

Parking provision requirements will be determined by SWDC once size and capacity of the facility is settled. The operative Wairarapa Combined District Plan requires one carpark for every three participants, based on the design capacity. For the gym, SWDC can consider hours of use, and as demonstrated in the occupancy analysis where activities are not occurring simultaneously this can be taken into account regarding the number of parking spaces. If the College site cannot provide sufficient carparks a capital contribution of \$5,000 per carpark can be requested by SWDC. Additional parking capacity could be developed in the area that is currently a paper road.

9.3 Hub facility

The development of a Hub facility could occur in the future as an extension to the Community Gymnasium building if the adjacent land is secured and developed as a sports park. A simplified hub facility is considered would adequately meet the needs and aspirations of creating a vibrant and welcoming space utilised by a range of different users. The scale of facility can be pared back by utilising the College Auditorium for large attendance events.

The Hub Facility specification in the table below has a building footprint of nearly 650m² in a single level layout and when combined with the Gymnasium footprint would mean a total footprint of about 1,600 m².

Table 3: Proposed Requirements Greytown Sports Hub Facility

Facilities proposed	Specific details
<p>FUTURE SPORT HUB Clubroom / Multi-use Space</p> <p>Sport Clubroom lounge</p> <p>Resource/ seminar room for College</p> <p>Low impact exercise / activity space</p> <p>130m² (35/95m² when divided)</p>	<ul style="list-style-type: none"> ▪ Able to accommodate 120 persons ▪ Able to be divided by fold away operable wall into 2 spaces (lounge/ seminar/small clubroom space of about 25-30% and larger clubroom/ hall 75-70%), preferably sound reducing operable wall ▪ Flooring mix of hard floor for larger space e.g. low impact exercise activity) and carpet in smaller space for meetings/ member lounge ▪ Clubroom located so has views of the College paved courts, multi-use synthetic turf area, fields beyond the turf as well as the proposed new sports park on adjoining land ▪ Ability to darken room during daylight hours but not blackout ▪ IT and data projection friendly ▪ Access to kitchen from both spaces when divided by operable wall ▪ Bar with serving counter from both spaces when divided by operable wall ▪ Access to toilets from both spaces when divided by operable wall ▪ Ability to secure space from other spaces ▪ Can be easily extended if needed in the future ▪ Can have access to an outside plaza area for temporary overflow accommodation for an occasional larger event
<p>FUTURE SPORT HUB Kitchen/ Bar facility</p> <p>40m²</p>	<ul style="list-style-type: none"> ▪ Big enough to support hospitality in the Clubroom facility (e.g. prepare, heat and set out food for presentation) and good dish & glass wash fit out ▪ Good direct access to the outdoor vehicle areas for ease of load in and load out ▪ Serving counter into Clubroom for food and drinks ▪ A person in the kitchen at the servery should be able to see the main entrance for security purposes. ▪ Preferably have a serving counter directly to outdoor for "tuck shop" function avoiding requirement for outdoor field, turf and court customers to enter the building with dirt and mud on footwear (if not possible then immediately adjacent to an entry door to limit cleaning) ▪ Instant boiling water supply. ▪ Free standing lockable chillers
<p>Referees/ officials change room</p> <p>10m²</p>	<ul style="list-style-type: none"> ▪ Small change room ▪ Cubicle with shower and change space ▪ One of these rooms to be First Aid/ Physio room as well ▪ Both have direct external access via security door ▪ Each change room has secure vent (for 24/7 passive ventilation) ▪ Change rooms and any access corridors have slightly lower floor level than other spaces in rest of building and slightly sloping floors to enable easy cleaning of floors with hose to gully trap(s)
<p>Two team change rooms, showers, tape room/ first aid room</p> <p>70m²</p>	<ul style="list-style-type: none"> ▪ Primarily for outdoor sport use to service rugby, football & touch fields, possibly on occasion used by teams using the hockey/ courts area, ▪ Change rooms open into access corridor to provide privacy. Corridor has secure grill or door with venting for outdoor access as well as lock door into main facility (capability to add more change rooms in future plus extending access corridor) ▪ Connected ablutions space with one toilet and 5 shower cubicles per change room with direct external access via security door and access to change room via lockable door ▪ Each change room is able to be locked off from rest of building with secure door. ▪ Each change room and each ablution space has a secure vent (for 24/7 passive ventilation) ▪ Change and ablution spaces and any access corridors have slightly lower floor level than other spaces in building and slightly sloping floors to enable easy cleaning of floors with hose to gully trap(s)
<p>Fitness Studio and associated change and ablution facilities</p> <p>100m²</p>	<ul style="list-style-type: none"> ▪ A local level gym/fitness training facility that ideally has cardio and weights equipment in separate lock off space (100m²) ▪ A mix of exercise classes would be held in the sports hall space ▪ Community Fitness users would share use the indoor court change and ablution spaces outside of school hours
<p>24/7 public toilet</p> <p>5m²</p>	<ul style="list-style-type: none"> ▪ Universal access toilet ▪ Available and accessible for public use 24/7 ▪ Well-lit entrance with door in external wall ▪ Fire proof design to isolate from rest of building
<p>Water source</p>	<ul style="list-style-type: none"> ▪ Drinking water fountain on external wall of building

Some attributes of a Hub facility are outlined in the table below and could be applied to the Kuranui Hub.

Table 4: Potential Hub Facility Attributes

Attributes	Specification
<p>'A home' for all Clubs using shared display space & social space</p> <p>Figure 3: LED Lighting Toitu Poneke, Wellington</p> 	<p>The ability to display memorabilia and retain respective profiles is paramount. The foyer should include a digital display flat screen TV and a trophy cabinet. Flat screen TV in upper lounge. These flat screens provide the ability to select which sport or other memorabilia to display.</p> <p>Install LED RGBW lighting to enable dial up of colour of trim lighting. (See Toitu Poneke example in photo image)</p>
<p>Flexible multi-purpose spaces</p>	<p>The spaces within the hub will need to be designed with maximum flexibility, so it can either be one large open space catering for up to about 120 people or separated off to create smaller spaces to cater for general members casual lounge and booked event. Acoustic isolation between sub-divided spaces will be important.</p>
<p>The ability to host meetings</p>	<p>Exclusive purpose meeting spaces aren't required as there are several good quality options of various sizes elsewhere in Greytown.</p>
<p>Kitchen and bar Food & Beverage (Café', Liquor license etc.)</p>	<p>GSL becomes the holder of the liquor license</p> <p>Designed to enable one person to be able to serve drinks and cabinet type food efficiently</p> <p>Food and beverage should be kept simple by having an external contractor supply food and staff when the facility is operating as a licensed café or bar or kitchen appropriate for limited preparation and presentation of food, not full commercial kitchen standard</p> <p>At other times a coffee cart concession used when needed.</p> <p>An outdoor BBQ area, for classic mass catering at peak times (sausage and bread after games) to really build the family friendly atmosphere.</p>
<p>Storage</p> <p>Figure 4: Container Storage at Toitu Poneke (park side view)</p> 	<p>Current shortage of storage could be addressed via development of new store space through use of relocatable cargo containers as lock up storage at ground level</p> <p>Figure 5: Cargo Container Storage at Toitu Poneke (street view)</p> 
<p>Technology Provisions</p>	<p>Important the Hub facility has technology provisions built in to its infrastructure</p> <ul style="list-style-type: none"> ▪ high speed Internet and Wi-fi, ▪ drop down screen & ceiling mounted data projector, ▪ flat screen TV's with ability to skype/video conference and display memorabilia ▪ light coloured walls to ensure maximum flexibility for projection <p>Able to screen high profile sports games or events, where families could come and view together.</p>
<p>Play area outside</p>	<ul style="list-style-type: none"> ▪ Provide a fenced playground to enhance family friendly focus of the hub ▪ Provide an outdoor skate park facility

9.3.1 Revenue opportunities

The functional specification provides wider opportunities for the proposed Hub facility to increase revenue. The hire spaces that encompass the multi-use facility (gymnasium, sport clubroom, weights gym) if operated proactively could achieve greater occupancy (and higher revenues). The Hub facility concept has a range of spaces for hire to meet differing needs of current and potential users such as the potential to create two spaces using a fold away operable wall.

The combined space would be able to accommodate up to 120 people in a mix of seated and standing in clubroom mode. However, in seated table mode it is estimated that about 90 people could be catered for e.g. 9 tables with 10 people per table. This arrangement paves the way for events and functions; these include weddings, birthdays, conferences / meetings and Christmas or work social activities. The kitchen and bar facility (approximately 40m²) can cater for these larger events thus increasing hire charges.

10 Location of the Community Gymnasium (and Potential Hub Facility)

The review of options for the location of the new Community Gymnasium at Kuranui College identified one far superior site from any others identified. The site is currently occupied by the horticulture area plus an area formerly sports courts (now unusable due to trip hazards of concrete slab construction). Part of the area is occupied by a moveable prefabricated building (formerly 2 classrooms). The site is approximately 3,600m² (60m by 60m). The site was selected because:

- It has direct access from a public road without the need to access the Kuranui College campus by community users
- It is immediately adjacent to boundary of the Kuranui College with land identified as a potential future sports park
- It is also immediately adjacent to the 4 tennis court/ half-field hockey multi-use synthetic turf area and the 5 paved outdoor courts
- The land area available is large enough to accommodate the Community Gymnasium and any future sports hub facility
- The public road is as yet undeveloped and could provide substantial parking capacity for the facility

11 Development Strategy

The replacement of the Kuranui Gymnasium with a new fit-for-purpose facility provides a significant development opportunity for Kuranui College, the Greytown community and the wider South Wairarapa district. The College is fully supportive of increasing community use of the gymnasium outside of school use times. Use of the replacement College gymnasium has significant whole of life cost benefits for the community including Ministry of Education (MOE) funding meeting the majority of operating costs such as heating and cleaning the facility for school use and part of the costs of repairs and maintenance and ultimately renewal. As a result, the cost per court hour of community use can be much reduced for users compared to owning and operating a duplicate community facility. Heating for the school means community use that follows in the evening has a facility at a good operating temperature.

Development of the Community Gymnasium is the top priority to ensure a fit-for-purpose (right size) facility is built so as to maximise the value to the community and education outcomes (both curricula and extra-curricular) for current and future students at Kuranui College. A joint investment by the MOE, South Wairarapa District Council, Greytown Trust Lands Trust and other funders will be needed to achieve the optimum facility solution.

The wider concept of an integrated sports hub development is a once in a generation opportunity bringing benefits through consolidation and sharing resources founded on a multi-faceted community-school

partnership. This partnership would see the optimised use of existing fields, multi-use synthetic turf, paved courts and a new integrated and fit-for-purpose gymnasium and a proposed new sports park (Council reserve) with initially 3 fields and a core hub building with change, ablution and social spaces. Additional College spaces such as the Student Centre with its tuckshop and auditorium would also be secured for community use through an access agreement with the College and then managed in an integrated manner to optimise their use with the Hub.

Benefits to all clubs and users are:

- Spreading the cost of clubrooms provision across more sports and more users/ members
- Improve recruitment of senior players with a stronger presence at the College
- Provides a more economically sustainable solution to provision of fields and clubroom facility for the clubs without the entire burden of managing and upkeep of the facility and the fields on any individual club

In terms of land a long view 'secure and use or hold' approach is recommended to ensure land is available when needed to meet growth in demand at an affordable cost to the community. Land to provide for the assessed current demand of three new fields needs to be secured as a priority. This will provide an option to relieve pressure on Soldiers Memorial Park and an option for the Rugby Club to achieve a sustainable future at a new location on a Council reserve and consolidate most rugby activity (Club and College) at the new Hub.

A staged development is recommended due to a combination of timing factors:

- The MOE's need for an immediate replacement of the Kuranui College Gymnasium due to significantly low seismic performance
- The need to secure additional land adjacent to Kuranui College to progress the sports park development and is highly unlikely to be achieved in time for a single development
- Working with the Rugby Club to address its reservations regarding the concept of relocating to a new park and shared Hub facility

There is also a viable option to relocate Bowls to The Orchards retirement village through an access arrangement that would significantly improve the sustainability through dramatically reducing the costs to the Club of providing the green and pavilion and this should enhance its ability to recruit and retain members.

11.1 Stage 1a: Immediate development of the Kuranui Community Gymnasium

Develop the new gymnasium facility in the short term to meet MOE timetable with the focus on the activity spaces and supporting change, ablution, storage and office spaces and services as per the functional specification. Delay the social facility including bar and lounge until the additional land is secured as there are viable alternative spaces at the College to meet the current needs of the sports using the community gymnasium. In the interim, utilise existing College facilities when needed for social interaction such as the Student Centre with food preparation either off-site or in the tuckshop kitchen. Larger events such as prize-giving functions could use the Auditorium.

Provision in the orientation and design of the Community Gymnasium for the development of an extension to accommodate the proposed hub facility functions with, if possible, good sight lines into the sports hall and to the outdoor playing areas of paved courts, multi-use synthetic turf and proposed new sports fields.

Provision for informal play as part of the development is suggested, and if budget allows it, with the location of the skate park in the vicinity of the Community Gymnasium (and Hub facility) as well as a playground.

11.2 Stage 1b: Bowling Club Relocation

The current location is not tenable for the Bowling Club due to the increasing land rental. An alternative location and facility could be available within the planned Orchard Retirement Village. The alternative location is about 250m as the crow flies from the current location.

The Village development will include provision of a full-size artificial turf bowling green that will provide an all-weather surface. The Orchard Retirement Village owners have indicated that the Wellbeing Centre could provide the 'clubroom' functions including:

- Social space/ members lounge using its multi-purpose space within the Wellbeing Centre
- Kitchenette (a commercial kitchen will be housed within the adjacent communal facility and may be available to provide a trolley service to the bowling green)
- Changing rooms and lockers
- Bowls storage space

Club memorabilia could be accommodated through:

- Display of photos as digital images on flat screen TVs
- A display cabinet for trophies and a selection of physical memorabilia behind roll-away panels (open when the Bowling Club is using the social space)

Parking would be available adjacent to the green with overflow tournament event parking would be available by arrangement within the Village (mostly used for motorhome parking).

The benefits identified to date from locating within the Orchard Retirement Village include:

- Brings local residents into the Village on a regular basis that is a goal of the Village owners
- Bowlers are a good fit with the demographic of Village residents
- Village residents who participate in bowls have social interaction with Bowling Club members
- Provides the Club with the opportunity to recruit Village residents as members
- Provides the Village with opportunity to market itself to potential future residents
- Brings an activity of interest that can be observed by residents in the higher-level care facility that overlooks the green
- Removes duplication of bowling facilities in Greytown and splitting the player base between two facilities
- Provides a more economically sustainable solution to provision of a green and clubroom facility for the Bowling Club without the entire burden of managing and upkeep of the facilities and the green
- The location is a short distance from the current facility and remains walkable for most Club members

Other options considered and discounted were remaining at current site (economically unsustainable) and the Kuranui Sports Hub (distance not easily walkable for local resident club members who currently walk to the current facility). An enduring and legally binding rights agreement would be needed to assure the Bowling Club long term access to the green and support facilities at no cost or a specified contribution to operating costs. The programme of grooming, maintenance and renewal of the artificial green to meet the level of service (for hosting competitions and tournaments) plus any cost sharing by the Bowling Club would also need to be specified in the agreement. In addition, a workable liquor license arrangement would need to be established.

11.3 Stage 2 Purchase land and develop 3 new fields

The second stage is a critical part of the integrated timely delivery of facilities and fields to meet increasing demand from projected population growth in and around Greytown. Options for additional land to create a sports park in combination with the College fields are to:

- Purchase 3 hectares of land immediately adjacent to the new community gymnasium site to accommodate a new No. 1 field for use by Rugby and a new No. 1 field for Football and a shared floodlit training field.
- Purchase or secure option to purchase a further 4-6 hectares of adjoining land to future proof the provision for field sports. This can continue to be farmed until needed to meet growth effect.

The preferred land is owned by a local Hapu and currently leased to a farmer for irrigated grazing and spreading of dairy effluent. This land would need to be purchased by Council. Council would then over time invest in developing premium quality sports fields and support amenities. An integrated hub development including a social facility and change rooms and ablutions for the field sports is proposed to meet the needs of user organisations.

Memorabilia is an important part of building a strong sense of place, the 'home clubrooms'. This has been successfully achieved at other multi-code sports hubs⁵ through:

- Display of photos as digital images on flat screen TVs
- A display cabinet for trophies and a selection of physical memorabilia behind roll-away panels (open when a particular Club is using the social space)
- An archive space for other physical memorabilia (can be rotated into display panels and cabinets by the Club)

Benefits specific to the Rugby Club are:

- Reducing the lease cost to a manageable annual cost. The current lease cost is forecast to escalate steeply due to increasing land values in Greytown and the Greytown Trust Lands Trust policy on revenue from rentals that will significantly increase the amount of rental to be paid by the Club
- The Club being located on Council land provides more certainty than the current lease with the Lands Trust.

Assumptions regarding field sport provision include:

1. Kuranui College (and if needed Greytown Primary) sports fields are upgraded to increase their capacity to accommodate game and training demand
2. A Kuranui College field has floodlights installed to enable use for mid-week evening practices, shared by rugby and football (to reduce pressure on Soldiers Memorial fields in winter)
3. Senior Football relocates to the new hub from Soldiers Memorial Park to provide a year round base for winter and summer football games as well as Futsal in the indoor court and potentially on the artificial turf area.
4. Junior football provision is based at the new hub but uses a mix of College, Primary School, Soldiers Memorial fields and new park field (when developed) to meet peak loading on Saturdays with some primary age training continuing at Greytown Primary School and older players on fields at Kuranui College when they are improved
5. Securing at minimum 3 hectares of land (preferably with an additional 4-6 hectares for future proofing) adjacent to the College to enable development of two new premier fields plus a training field with suitable drainage, irrigation and floodlighting for rugby and football
6. The new fields and college fields provide a venue for occasional tournament events for Rugby and Football in winter and other sports

11.4 Ownership, Governance and Management

The majority of the funding for the community gymnasium, hub facility and park will be provided by Council. The suggested arrangement is for Council to own the assets with a lease arrangement with the MOE for College land used for the gymnasium and hub facility. The College would have a license to occupy from the Council to use the community gymnasium as per the access rights.

Governance of the new facility needs to reflect the major contributing partners and the joint governance board should have representatives of Council, the College/MOE, the users (represented by GSL) with an independent chair. The GSL is the logical collective organisation to manage the day-to-day community use of the Community Gymnasium and proposed Sports Hub building, plus to coordinate sport and recreation activity in collaboration with sports clubs and key volunteers. The GSL could also develop, manage and operate new activities and programmes using spare capacity in the Community Gymnasium, Hub, College facilities and fields over and above current use by Clubs. This is a more active role for GSL than its current administrative function. This opportunity would need to be considered by GSL and its member clubs.

Access rights of the College would be on school days during term weeks from 8.30am to 5.00pm then management and operation would switch over from College to GSL. Weekends and school holidays would be managed and operated by GSL to maximise community use and benefit.

⁵ See Toitu Poneke Community & Sports Centre – The Hub in Kilbirnie, Wellington <https://www.toituponeke.com/>

11.5 Application of Planning Principles

The planning principles apply as follows.

Table 5: Application of Planning Principles to Greytown Case

Principle	Greytown Case
Meeting an identified need and fit for purpose to meet the need	Replacement facility will provide a fully compliant fit-for-purpose indoor court facility for existing and planned additional community and school sport
Sustainability – consideration of whole of life costs	Community-school partnership optimises use/ occupancy and efficiency in resource use through sharing of costs. Inclusion of SWDC as a funding partner will enhance whole of life sustainability of the facility.
Partnering / Collaboration / Co-ordination	The existing community-school partnership would be strengthened with GSL managing use and activation of the new facility out of school use hours
Co-location and Integration	Gymnasium is part of significant cluster of sport & recreation facilities at Kuranui College used by the community. The new facility will support community use of the multi-use synthetic turf, paved courts and fields
Future proofing – adaptability	Stage 2 Hub facility and new fields is integrated into concept
Accessibility	Excellent flat site enables direct access of community users to new facility directly from the public road.
Reflecting the community	Shared use is well embedded
Activation	GSL provides an existing organisation with capability to increase activation through a strengthened partnership arrangement.
Socialisation	Student Centre provides an adequate interim social space until Hub facility extension is built that will significantly enhance socialisation capacity.

11.6 Space and Places Planning Criteria

A summary of how the proposed Community Gymnasium would impact on the criteria is in the table below.

Table 6: Application of Planning Criteria to Greytown Case

Criteria	Rating	Greytown Case
Essential		
Participation Levels	Positive	A positive impact on participation levels is anticipated, as the Community Gymnasium will provide enhanced capacity and better quality for users
Supply v's Demand	Positive	The Community Gymnasium will meet current demand from the College and from the community
Capability to deliver, sustain and manage	Positive	GSL has the capability to bring the Development Plan to fruition but would need additional the capability and capacity to ensure it is sustainably managed.
Evidence Base	Positive	There is sound evidence supporting the need for the larger community-school partnership facility
Gap in Provision met through new capacity	Positive	There is no alternative supply of indoor sport space. There is sound evidence supporting the need for the larger community-school partnership facility
Strategic Planning Alignment	Positive	Fits with Council planning for growth and the Wellington Region Facilities Strategy
High Priority		
Industry Best Practice	Positive	Reflects best practice including shared use of facilities and school/community partnerships
Flexibility	Positive	The new facility will incorporate flexibility of use by multiple stakeholders. The planned location provides flexibility for further development of the hub.
Impact on other facilities	Neutral	None
Sustainability	Positive	Should improve the financial and social sustainability of sport and recreation clubs and activity in Greytown through consolidation and sharing of standing costs of the Community Gymnasium with the MOE and consolidation of provision reducing property costs for each club

Criteria	Rating	Greytown Case
Activation	Positive	It is highly likely GSL will encourage and enable greater use of the community gymnasium facility, other College facilities and fields
Desirable		
Social interaction	Positive	The Student Centre can provide a viable space for junior sport related social space. A core function of the Hub facility is to encourage and enable social interaction, when built this will be greatly enhanced
Reflective of the local community	Positive	The Hub facility will have enhanced display of memorabilia to reflect the history of sport and recreation in the Greytown community
Development pathways for participants	Positive	The Community Gymnasium will deliver a more effective and compliant sized space for competition play, training, coaching and instruction for player development.

12 Pricing Policy

Pricing levels need to balance revenue generation with affordability and ensuring an accessible and inclusive community hub facility. Currently the Kuranui Gymnasium is supplied free of charge to Kuranui College teams for games and training. It is hired out to external parties at \$15 GST inclusive per hour and this flat rate also applies to use of Student Centre. The College philosophy is to cover the direct operating costs of power and cleaning generated by the external users. The College sees affordability of hire charges as a critical factor in providing inclusive junior sport in the community.

The working assumption is that the current Kuranui College pricing policy will continue for the foreseeable future for not for profit users with inflation adjustments at annual intervals. The last adjustment in pricing was at least 5 years ago. The first of these adjustments would take place on completion of the new facility with an increase in fee to \$20 (GST inclusive) per hour. This increase is mostly retrospective for inflation impacts over the past 5 years. The hourly charge rate is still a low charge compared to most similar facilities.

A new commercial hire charge for the gymnasium is proposed at \$30 (GST inclusive) per hour

A new commercial and private function charge would be introduced for use of the Hub facility with a flat fee charge of \$200 per hire with a standard hire agreement that includes recouping costs of any cleaning and repairs required to be undertaken by the venue after the hire.

13 Occupancy Model for Community Gymnasium

A model of projected occupancy has been developed based on current use, consultation feedback and best practice in the sector whilst being cognisant of the small population within the catchment. This would see a significant increase in use compared to the current situation. Increase in use is based on having a more effective and compliant space for key users such as Netball and Basketball plus new social sport offerings targeted at families such as Volleyball, Badminton and Futsal (indoor football).

Table 7: Projected future occupancy of new community gymnasium – Winter terms

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7.00 am							
7.30 am							
8.00 am							
8.30 am							
9.00 am	Kuranui College	Kuranui College	Kuranui College	Kuranui College	Kuranui College		
9.30 am							
10.00 am							
10.30 am							
11.00 am							
11.30 am							
noon							
12.30 pm							
1.00 pm							
1.30 pm							
2.00 pm							
2.30 pm							
3.00 pm							
3.30pm	KC Jnr Boys Basketball	KC Girls Netball (Apr-Sept) IF WET	Primary School Cluster Basketball	KC Girls Netball (Apr-Sept) IF WET	NEW Jnr Futsal 2 games		NEW Jnr Futsal 3 games 45 min rounds
4.00pm							
4.30pm							
5.00pm							
5.30pm	NEW Jnr Futsal		Spitfires Baseball (June-Aug)		KC Snr Boys Basketball		NEW Social Sport 3 games 45 min rounds
6.00pm							
6.30pm		Tae Kwon Do Club		Tae Kwon Do Club			
7.00pm	NEW Social Sport 3 games 45 min rounds	NEW Greytown Snr Netball Training	NEW Social Volleyball	Informal Basketball			
7.30pm					Climbing wall		
8.00pm				New Badminton			
8.30pm							
9.00pm							
9.30pm							
10.00pm							
10.30 pm							

The financial success of any community facility is that it is extensively programmed to meet the needs of the residents it serves, and high levels of occupancy are achieved.

The occupancy hours of the community gymnasium have been estimated after consultation with clubs and foreseeable future demands identified e.g. social sport leagues. The table below shows that the highest level of demand will be during the winter months of terms 2 and 3 with lower levels of demand in summer, consistent with sector-wide patterns. It has been assumed that the access rights for school use will be from 8.30am to 5.00pm Monday-Friday during school terms. Therefore, the table identifies potential usage from 5.00pm-9.00pm initially, generally in 8-10 week blocks per term.

It is also assumed that community access to the gymnasium would be increased during school holidays to deliver programmes and activities to the local community by GSL or other organisations. Therefore, for modelling purposes it is estimated that Kuranui Community Gymnasium would be hired for 9 weeks per annum for community holiday programmes at an average of 30 hours per week.

Table 8 Projected community use of gymnasium

Period of Year	Weeks	Hours per week	Total Hours
T1	9	12	108
T2	9	20	180
T3	9	20	180
T4	9	8	72
Holiday	9	30	270
Total hours			810

14 Affordability and Sustainability

There are clear timing challenges to securing the land for the development of new fields in Greytown to meet the needs of a growing resident population. The PWG has directed the financial modelling to be completed on the full development concept rather than Stage 1 (Community Gymnasium only) and this means several key assumptions have been used. As stated earlier in the report the Kuranui Community Gymnasium project has good synergy with the Lands Trust mission and purpose as it will have significant positive impacts on both educational and community outcomes. However, the Lands Trust has indicated that any contribution by it is conditional on the sale of lands occupied by rugby and bowls.

The proposed “component mix” in the Functional Specification is based on industry best practice with generating good revenue streams in mind. This “facility mix” is critical to the level of financial success as highlighted in the Sport NZ Guidance document on community facility development that states:

To ensure the best financial viability and attract potential interest from other funders or investors, any future facility must be designed with components that have the potential to contribute positive revenue streams and the capacity to be profitable.

In order to estimate and project operational and expenditures for the community hub a number of financial modelling assumptions had to be made. These assumptions are based on industry “best practice” gathered largely from a combination of two sources e.g. Yardstick Facility Management Reports and National Facilities Benchmarking Tool⁶ (NFBT).

14.1 Modelling assumptions

The majority of assumptions have been captured during PWG meetings and the consultation phase with clubs and informed by similar facilities elsewhere in New Zealand.

14.1.1 Management & Operational Assumptions for Proposed Hub (Stages 1 & 2)

1. The Community gymnasium and Hub land footprint will be leased to SWCD from the MOE.
2. The GSL will manage and operate the community hub outside of school use as a community hub facility.
3. The current GSL administrator will be re-located to the community hub facility and will provide supervision when on-site and has casual use (when the facility is not booked).
4. Supervision of the facility will be the responsibility of the hirer at all other times.
5. A memorandum of understanding (MoU) will be agreed by GSL, Kuranui College, SWDC and MoE embedding access rights for school and community use.
6. College use will be from 8.30am to 5pm Monday-Friday during school terms.
7. GSL operational hours will be from 5pm-10pm Monday to Friday and 8am-8pm Saturday and Sunday. These hours could possibly be extended at weekends for events and competitions with prior agreement.
8. The MoU will detail that all parties will be responsible for meeting their own individual operating costs e.g. College, GSL or third party operators via lease charges.
9. The current provider of community fitness provision Greytown Community Gym (currently located at rugby club) will re-locate to the new fitness studio when completed. The current provision no longer meets the current requirements.

⁶ Sport NZ National Facilities Benchmarking Tool (2015-current)

14.1.2 Income Assumptions for Proposed Hub (Stages 1 and 2)

10. The key assumption used in the financial model is that the Lands Trust will have income available to be able to underpin the full hub development generated from its sale of land holdings currently occupied by the Bowls Club and the Rugby Club and reinvestment of this capital in commercial property and achieving commercial returns.
11. The Lands Trust would commit to an on-going operational subsidy of \$25,000 per annum for the Sports Hub to support the community active recreation and sport participation initiatives (subject to moderate revenues being achieved from reinvestment of capital from land sales)
12. The Lands Trust could commit up to \$15,000 per annum for maintenance and renewals of the wider hub components i.e. new building, courts and artificial surface (subject to higher revenues being achieved from reinvestment of capital from land sales). This would be placed into a reserve trust fund for “draw down” as required for maintenance and renewals.
13. The catchment for the facility has a small resident population and this has meant a conservative approach to estimating likely usage of the new facility and therefore limited revenues that could be achieved from user charges.
14. Leasing out of the fitness studio space to a fitness provider, preferably the Greytown Community Gym (GCG). Annual rental would be discounted for a not for profit community organisation. Discounted to 75% of local commercial space rate, currently about \$130 per m² per year. At \$100 per m² results in \$10,000 per annum in lease income. We understand the current annual rental is \$11,000 for a smaller space.
15. As per the pricing policy, the hire charges will be \$20 per hour (inclusive of GST) for not for profit users, and \$30 per hour (inclusive of GST) for a commercial organisation e.g. Zumba classes offered by a sole trader. To illustrate, 20 community users per hour at \$1.00 per entry making it very affordable to cover costs of hire.
16. Event / Function hire will be \$200 per half or full-day including use of kitchen. For divided space this will be halved to \$100 per half day or full day for smaller gathering.
17. All income received by GSL during “community hours” will be used to offset costs incurred due to operation of the facility e.g. staffing.
18. The occupancy modelling has a total of 810 hours per annum at the not for profit hire charge of \$20 (GST inclusive) per hour or \$16,200 per annum

14.1.3 Operational Cost Assumptions for Proposed Hub (Stages 1 and 2)

19. Programmed repairs and maintenance will be the responsibility of the College for the MOE share of the gymnasium.
20. Un-programmed repairs will be the responsibility of the hirer as outlined in hire agreement.
21. Casual user damage at the Hub will be the responsibility of GSL and captured during programmed repairs and maintenance schedules.
22. It is estimated that an additional 10 hours per week will be required for the GSL administrator to deal with bookings and general administration. It has been assumed that the pay rate will be approximately \$25 per hour for 10 hours per week over 48 operational weeks.
23. Programmes offered at the facility by the GSL will recoup all costs from user charges and any grants secured for the programme. Therefore, no net cost to GSL.
24. The use of energy and utilities, along with routine cleaning will be met by the College as part of its partnership contribution.
25. Depreciation has been calculated at 2% of the total combined value of the hub facility, excluding fields and their floodlights. This could be increased overtime depending on the renewals model adopted by the MOE (gymnasium), The Lands Trust (hub building and artificial turf) and SWDC (new fields, irrigation and floodlights).

26. Rates have been excluded due to facility being located on MoE land.

14.2 Indicative 5-year Cash Flow Budget for Proposed Sports Hub (Stages 1&2)

The cashflow budget is based on the assumptions listed above.

Table 9: Cashflow Operational Budget for Proposed Sports Hub (Stages 1&2)

Operating Budget	Year 1	Year 2	Year 3	Year 4	Year 5
Income					
Lands Trust Operational subsidy	\$25,000	\$26,250	\$27,563	\$28,941	\$30,388
Fitness Studio	\$10,000	\$10,500	\$11,025	\$11,576	\$12,155
Gymnasium Community hire revenue	\$16,200	\$17,010	\$17,861	\$18,754	\$19,691
Sponsorship / Local fundraising	\$2,400	\$2,520	\$2,646	\$2,778	\$2,917
Events / Functions hire revenue	\$4,800	\$5,200	\$5,600	\$6,000	\$6,400
Total income	\$58,400	\$61,480	\$64,694	\$68,049	\$71,551
Expenditure					
Staffing	\$14,040	\$14,461	\$14,895	\$15,342	\$15,802
Energy	\$0	\$0	\$0	\$0	\$0
Maintenance	\$6,000	\$6,600	\$9,900	\$10,890	\$11,979
Cleaning materials	\$600	\$618	\$637	\$656	\$675
Contents insurance	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
Building insurance	\$2,500	\$2,500	\$2,500	\$2,600	\$2,600
Office / Admin consumables	\$1,200	\$1,236	\$1,273	\$1,311	\$1,351
Telephones / Wi-Fi	\$1,200	\$1,236	\$1,273	\$1,311	\$1,351
Equipment purchases	\$1,200	\$1,320	\$1,452	\$1,597	\$1,757
Water Meter Charges	\$600	\$600	\$600	\$600	\$600
Advertising / Marketing/ Social media	\$3,000	\$2,000	\$2,200	\$2,200	\$3,000
Alarm monitoring	\$800	\$800	\$824	\$849	\$874
Waste removal charges	\$2,500	\$2,575	\$2,652	\$2,732	\$2,814
Staff training	\$1,200	\$1,236	\$1,273	\$1,311	\$1,351
Total expenditure	\$39,840	\$40,332	\$44,784	\$46,863	\$49,781
Net Operating Surplus / Loss	\$18,560	\$21,148	\$19,910	\$21,186	\$21,770

Depreciation is usually a challenge for community facilities with many not funding it on an on-going annual basis. If depreciation was calculated at 2% of the total combined construction value of the community gymnasium and proposed hub facility, excluding fields and their floodlights this would be \$106,000 per annum (\$5.3 M value). The percentage and amount could be increased or decreased overtime depending on the renewals model adopted by SWDC. Clearly the current financial model will not fund depreciation at the 2% per annum level.

14.3 Indicative 5-year Cash Flow Budget for Community Gymnasium

An extraction of the Community Gymnasium (Stage 1) element is provided below. The key differences to the Sports Hub financial model are listed in the table below.

Table 10: Operating Cost Assumptions for Community Gymnasium (Stage1)

Item	Assumption/ rationale
------	-----------------------

Staffing	Average 4 hours per week managing community use but without direct activation role
Energy	Mostly met by College/ MOE as already heating facility for school use. Lump sum contribution from community with 3% inflation
Minor repairs & maintenance	Estimated at 0.25% of construction cost plus 10% inflation
Cleaning materials	College/ MOE 100% contribution as already cleaning for school use
Contents insurance	College and sports clubs insure their own equipment
Building insurance	Assumed be covered as part of SWDC asset insurance at no charge to the facility
Office / Admin consumables	Estimated at \$20 per month
Telephones / Wi-Fi	College/ MOE contribution as part of the College system
Equipment purchases	College and clubs purchase and renew their own equipment
Water Meter Charges	Estimated from comparable sized facilities
Marketing/ Social media	As part of standard GSL communications and website hosting
Alarm monitoring	Lump sum contribution from community use to College budget for security
Waste removal charges	College/ MOE contribution as should be minimal
Staff training	Part of standard GSL Inc. customer service training / marketing / IT / Health & Safety/ First Aid

The most notable aspect of the revenue is the absence of an operating subsidy from the Lands Trust.

Table 11: Cashflow Operational Budget for Community Gymnasium (Stage1)

Operating Budget	Year 1	Year 2	Year 3	Year 4	Year 5
Income					
Gymnasium Community hire revenue	\$16,200	\$17,010	\$17,861	\$18,754	\$19,691
Grants and sponsorship	\$5,000	\$5,250	\$5,513	\$5,788	\$6,078
Total income	\$16,200	\$17,010	\$17,861	\$18,754	\$19,691
Expenditure					
Staffing	\$5,616	\$5,784	\$5,958	\$6,137	\$6,321
Energy	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
Minor repairs & maintenance	\$6,250	\$6,875	\$7,563	\$8,319	\$9,151
Cleaning materials	\$0	\$0	\$0	\$0	\$0
Contents insurance	\$0	\$0	\$0	\$0	\$0
Building insurance	\$0	\$0	\$0	\$0	\$0
Office / Admin consumables	\$240	\$247	\$255	\$262	\$270
Telephones / Wi-Fi	\$0	\$0	\$0	\$0	\$0
Equipment purchases	\$0	\$0	\$0	\$0	\$0
Water Meter Charges	\$600	\$600	\$600	\$600	\$600
Advertising / Marketing/ Social media	\$0	\$0	\$0	\$0	\$0
Alarm monitoring	\$800	\$800	\$824	\$849	\$874
Waste removal charges	\$0	\$0	\$0	\$0	\$0
Staff training	\$0	\$0	\$0	\$0	\$0
Total expenditure	\$18,506	\$19,457	\$20,504	\$21,630	\$22,843
Net Operating Surplus / Loss	-\$2,306	-\$2,447	-\$2,643	-\$2,877	-\$3,152

14.4 Sensitivity Analysis for Proposed Sports Hub (Stages 1&2)

The sensitivity analysis demonstrates the impact of changes in key variables on net cash flow. The base projection used in the table below is from year 3 of operation. The sensitivity analysis uses five scenarios covering variations from 'optimistic' to 'black hat' for revenue and operational expenditure. The outcomes of the sensitivity analysis are summarised in the table below.

Table 9: Sensitivity Analysis based on Year 3 of Operation of Proposed Sports Hub (Stages 1&2)

Sensitivity Analysis	OPEX Costs		Revenue		Net result
Base projection (Year 3)	100%	\$44,784	100%	\$64,694	\$19,910.43
Optimistic	90%	\$40,305	110%	\$71,163	\$30,858.19
Realistic	100%	\$44,784	90%	\$58,225	\$13,441.03
Pessimistic	110%	\$49,262	85%	\$54,990	\$5,727.98
Black hat	125%	\$55,979	75%	\$48,521	-\$7,458.96

The sensitivity analysis shows that the "realistic scenario" for the hub facility would be to make a slight operational surplus of \$19,910. However, this figure includes a \$25,000 operational subsidy from the Lands Trust. Without this contribution, the Hub would make an operating loss excluding depreciation.

Sensitivity analysis for the Community Gymnasium only shows an operating surplus in the optimistic scenario.

Table 12: Sensitivity Analysis based on Year 3 of Operation of Planned Community Gymnasium (Stage 1)

Sensitivity Analysis	OPEX Costs		Revenue		Net result
Base projection (Year 3)	100%	\$20,504	100%	\$17,861	-\$2,643.13
Optimistic	90%	\$18,453	110%	\$19,647	\$1,193.28
Realistic	100%	\$20,504	90%	\$16,074	-\$4,429.18
Pessimistic	110%	\$22,554	85%	\$15,181	-\$7,372.57
Black hat	125%	\$25,630	75%	\$13,395	-\$12,234.16

15 Indicative Capital Costs

The estimation of the capital cost has been undertaken by a Quantity Surveyor using an average cost per square meter for the total floor area. This provides a guide for understanding the implications of the scale of provision recommended and the community share of this cost. A more accurate costing will need to be provided by a Quantity Surveyor based on a more detailed design brief and concept plan showing the layout and dimensions of the spaces. The cost estimate excludes:

- Fit out with furniture and movable equipment (assumes existing furniture and equipment will continue to be used)
- Escalation, if build is delayed

The Stage 1 Community Gymnasium capital cost assumes:

1. A single level building of simple cost-effective design
2. Low energy inputs (and costs) to operate the facility are embedded through use of high energy efficiency insulation, heating and lighting systems
3. Develop the court area to fully basketball compliant size (600m²) and sufficient for community level netball training and lower grade games
4. Male and female change and ablution facilities that can accommodate one school class at a time
5. Storage for College PE and sports user groups equipment. Additional storage for equipment during the off-season could be provided with cargo containers

6. A shared entrance for all users
7. An office for use by College PE staff, GSL programme personnel and for event control (Netball, Hockey, etc)

The above assumptions would translate to a community gymnasium facility with a total floor area of about 750m² and priced at the lower end of the price range as detailed in the table below.

Table 13: Community Gymnasium Capital Cost Estimate

Community Gymnasium Facility				
	Low			
Building Costs				
Multipurpose Gymnasium Sports Hall	770	m2	3,000	\$ 2,310,000
Sports Hall Toilets	15	m2	5,000	\$ 75,000
Change rooms x2, 2 x unisex showers, first aid room/ disabled toilet & shower	40	m2	5,000	\$ 200,000
Sports Hall College store	30	m2	3,000	\$ 90,000
Main space community user store	10	m2	3,000	\$ 30,000
Entrance, Foyer, Circulation, Reception & Office	50	m2	4,000	\$ 200,000
Building Gross Floor Area	753	m2		
Allowance for outdoor equipment store	2	Sum	15,000	\$ 30,000
				\$ 2,965,000
Provisional Allowance for Services Infrastructure		Sum		\$ 400,000
Demolition and/or relocation of existing structures		Sum		\$ 100,000
Provisional Allowance for External Works & Landscaping		Sum		\$ 100,000
Construction Sub Total				\$ 3,565,000
Professional Fees & Consents	16%			\$ 570,400
Contingency	10%			\$ 413,540
Total (GST exclusive)				\$ 4,548,940
TOTAL (GST inclusive)				\$ 5,231,281
Total Order of Cost Estimate - Community Gymnasium Facility			Say	\$ 5,300,000

The addition of the proposed integrated hub would increase the floor area to 1,100m² and priced at the lower end of the price range as detailed in the table below.

Table 14: Hub Facility Capital Cost Estimate

Hub Facility				
	Low			
Building Costs				
Club room multi use space, lounge, seminar room & activity space	130	m2	4,000	\$ 520,000
Kitchen /Bar facility	40	m2	4,000	\$ 160,000
Referees/ Officials change room	10	m2	5,000	\$ 50,000

Change rooms x2 & showers , tape room,	70	m2	5,000	\$ 350,000
Fitness studio, activity space	100	m2	3,000	\$ 300,000
Fitness studio, change & ablutions	0	m2	5,000	\$ -
College entrance	0	m2	4,000	\$ -
Public WC	5	m2	5,000	\$ 25,000
Building Gross Floor Area	355	m2		
Allowance for kitchen /bar fitout	1	Sum	100,000	\$ 100,000
				\$ 1,505,000
Provisional Allowance for Services Infrastructure		Sum		\$ 300,000
Provisional Allowance for External Works & Landscaping		Sum		\$ 100,000
Construction Sub Total				\$ 1,905,000
Professional Fees & Consents	16%			\$ 304,800
Contingency	10%			\$ 220,980
Total				<u>\$ 2,430,780</u>
TOTAL (GST inclusive)				\$ 2,795,397
Total Order of Cost Estimate - Community Hub Facility			Say	\$ 2,900,000

The development of the proposed three new sports fields on neighbouring land to accommodate field sports is another component of the hub concept. This would require an additional investment of \$450,000 - \$800,000 depending on level of development including:

- The development of the 3 new fields on pasture land. This would be between \$150,000 - \$220,000 per field depending on level of development of turf, irrigation and drainage. Estimated costs for lighting would be about an additional \$200,000 per field depending on specifications
- There may be a requirement for an upgraded power supply including a new transformer estimated at \$20-\$50,000.

The estimated total capital cost of the entire development of the community gymnasium, hub facility and 3 new sports fields excluding the cost of any land purchase is about \$9 million.

16 Capital Funding

The community was not anticipating the MOE requirement to replace the Kuranui College Gymnasium but reacted quickly with the SWDC assisting with the funding for the feasibility study for a replacement community-school partnership facility. The capital funding model reflects the proposed ownership of the gymnasium, reserve land and Hub facility by SWDC on behalf of the community.

SWDC has funded significant amenity projects in the past, each considered on their merits, and generally based on community need and wider community usage. SWDC could provide a significant capital grant towards:

- Community share of new gymnasium
- Community share of the Stage 2 Hub extension to the new gymnasium

SWDC collects development contributions from the subdivision of land. Development contributions in this context relate to the “Reserves Contributions” category⁷ and these could be applied to purchase additional land for reserves and development of sports fields and associated amenities.

The synergy with the Lands Trust mission and purpose means funding for an enlarged capital works programme to provide a fit-for-purpose full-size indoor court facility is possible. The Lands Trust is considering an annual on-going contribution of approximately \$15-25,000 per annum.

The multi-use nature of the gymnasium and integrated hub facility, its location as part of a cluster of sport and recreation facilities, alignment with national and regional facility provision principles and the strong community-school partnership should sit well with grant funding bodies such as the NZ Lottery Grants Board, Eastern & Central Community Trust and the NZ Community Trust.

The model proposed for Stage One (Community Gymnasium) at about \$5.3 M (GST inclusive) capital cost consistent with the community-school partnership model is as follows:

- Two thirds from SWDC less contributions from grant funders such as Eastern & Central Community Trust, the NZ Community Trust and the NZ Lottery Grants Board and local fundraising such as by Kuranui College
- One third from the MOE that is roughly equivalent to the 561m² entitlement at \$3,450 (GST inclusive) per square metre or approximately \$1.5 M (GST inclusive)

The model proposed for Stage Two (additional space for the Hub Facility) at about an additional \$3.7 M (GST inclusive) capital cost for the 100% community hub facility is as follows:

- Contributions from grant funders such as Eastern & Central Community Trust, the NZ Community Trust and the NZ Lottery Grants Board
- Any local fundraising undertaken by community sports clubs identified as significant users the facility
- The balance funded by SWDC

⁷ “Reserves Contributions” category are: a) For subdivision, a general district-wide reserves contribution of 3% of the land value of each allotment to be created in the Residential, Commercial and Industrial Zones (plus GST), and 2% of the land value of each allotment to be created in the Rural Zone (plus GST). In the Rural Zone, the maximum amount of the sum of this general district-wide reserves contribution and any general district-wide roads, access, parking and loading contribution taken under Rule 4.A(g) shall be \$7,500 (plus GST) per allotment created by a subdivision; or b) For land use development for residential purposes, a general district-wide reserves contribution of 0.25% of the value of each additional residential unit (plus GST).

17 Appendixes

17.1 National Facilities Strategy for Indoor Sports

The National Facilities Strategy for Indoor Sports was completed in 2013 for Sport NZ and primarily provides guidance on provision of indoor court facilities. The Strategy looked at benchmarking provision based on population and made some key comments pertinent to the local situation on pages 21-22 (see below).

Benchmark Provision of Indoor Courts

In determining an appropriate benchmark for the provision of indoor courts per head of population, it is important to ensure that it can be applied in geographically diverse regions, reflecting the New Zealand sporting landscape. Many provincial regions in New Zealand have a network of small rural townships, commonly with a population of approximately 10,000 which are providing servicing support for a hinterland of farming communities. It is realistic for these communities to have indoor facilities and these communities are skilled at developing facilities via partnerships to meet their needs and the distribution of smaller facilities is therefore widespread. In recent years a “sportsville” model of facility development has been promoted to offer a shared resources concept with the aim of being more cost effective and sustainable over time.

In the same context it is important to include the school indoor sports facilities within the benchmark estimates. School facilities play a major role in the network and are commonly used by clubs within the community.

In order to evaluate the demand for courts in New Zealand the Sport England Facility Calculator Tool for estimating demand for courts was used. This is a United Kingdom tool for estimating demand for facilities based on population. The calculator also includes school facilities, as schools are part of local authority jurisdiction in the United Kingdom.

The profile of demand outlined by the Sport England Facility Calculator appears to be largely in line with New Zealand needs, but understates demand by approximately 15%. This is based on Sport NZ data which advises that participation rates for sport appear higher in New Zealand than the United Kingdom. In addition, the Sports England Facility Calculator is based on large urban areas, where there are greater efficiencies of use of facilities than is achievable in New Zealand (due to population densities). However, to confirm its application we reviewed recent local authority reports⁸ on sports facility demand. They similarly indicated that a margin of 15% above the Sport England level equated with common New Zealand provision. We have therefore established this as the New Zealand benchmark.

In simple terms the Sports England Facility Calculator assumes one court for each 10,500 local residents. The standard of 15% above the Sports England Facility Calculator equates with one indoor court for every 9,000 people. This was applied to both school and Council-provided courts nationwide. The intention of using the benchmark on both school and council courts was to provide a model which could be applied to smaller centres with a high proportion of school facilities used by the community. This avoided the need for different benchmarks between urban and provincial centres.

The following table shows both the proposed New Zealand benchmark demand for facilities and the Sport England Facility Calculator figure. It needs to be mentioned also that the facility calculator doesn't take into account:

- Facility location compared to demand
- Capacity and availability of facility –opening hours

⁸ This Strategy reviewed reports on indoor facility demand in Gisborne, Northland, Auckland and Wellington.

- Cross boundary movement from district to district
- Travel networks and topography
- Attractiveness of facilities.

Taking this information into account it would be prudent that any demand figures be taken on a facility by facility approach. As sporting facilities in the same area might have adopted differing management models affecting the attractiveness to the customer or have other barriers to participation (for example poor transport links) which could directly affect patronage.

17.2 Kuranui Gym and Turf Use

Kuranui College: 9am - 3.15pm: Used every lesson.

Lunchtimes: usually BB but occasionally there are fun events run or house tournaments. During the winter there are volleyball and badminton games run on some of the days but there is always something going on at lunchtimes in the gym.

Weight room: used probably $\frac{2}{5}$ lessons day, depending on the class or unit that is being studied. Opened at lunchtimes for student use. Used by school rugby team/s for training on various days after school but not every day or all the time - depends on what the team is doing for their training.

In 2018, 4 classes ran every hour which are scheduled one inside, one outside, one health lesson (juniors) and one theory lesson (seniors). Sometimes there are 2 outside (one on the turf and one on the field depending on what the unit is the kids are studying). On wet days the classes that are outside join with the class in the gym and they all do a mass event.

Before School or After 3.15pm

Staff Boot Camp: GYM

- Sept-Dec. Tuesdays 7-8am, Thursdays 3.30-4.30pm. Not charged.

Basketball: GYM

- South Wairarapa Primary Schools Sports Cluster: "Mini Ball" Term 2 and 3 (April-August) 3.30-6pm Charged \$15/hr
- Jason Hutchings: All Year, every Thursday night 7.30-8.30pm. Charged \$15/hr
- KC Jnr Boys BB Team: Term 2 and 3 Monday 3.30-5pm Not charged
- KC Snr Boys BB Team: Term 2 and 3 Friday 5-8pm Not charged

Hockey: TURF

- Kia Kaha Jnr Hockey Club: May-Dec Thursdays 3.30-5.30pm
- KC Girls Hockey: 3.30-5.30pm if wet

Taekwondo: GYM

- Tae Kwon Do Club: All year, every Tuesday and Thursday 6.30-7.30pm. Charged \$15/hr

Netball: GYM

- KC Girls A team: Mar/April-Sept Tuesday and Thursdays 3.30-5.00pm if wet
- KC Girls B and Maroon team: Mar/April-Sept Wednesdays 3.30-5.00pm if wet
- All South Wairarapa primary Netball and some Snr teams use COURTS April to September Saturdays 9-3pm

Football: FIELD

- KC Snr boys practice April-August Mondays 3.30-5pm. In GYM if wet and not charged.
- KC Jnr boys practice April-August ? 3.30-5pm
- KC Jnr boys Games April-August Saturdays 9-12pm

- KC Girls 1st XI April-September Tuesdays, Wednesdays (game) and Thursdays 3.30-5pm
- Greytown Football Club: GYM and Weight Room 30 May-18 July (8 nights) 6.30-7.30pm. Charged \$30/hr

Rugby: FIELD

- KC Snr Boys March-August Practice Tuesdays and Thursdays 3.30-5pm
- KC Jnr Boys Practice April-August Tuesdays and Thursdays 3.30-5pm
- KC Jnr Boys Games April-August Saturdays 9-12pm

Cricket: FIELD

- KC Boys 1st XI: Jan-April, then Sept-Dec Saturdays 9am-6pm (2 teams, one plays in the morning and one afternoon). NOT charged.
- Wairarapa Cricket Assn SUNDAY games 12-6pm Charged \$100 for 2 months use.

Baseball: GYM

- Spitfires: June-Aug incl. Wednesdays 6.30-8pm. Charged \$15/hr

Baseball: FIELD

- Spitfires: Sept-Dec then Jan-April incl. Saturdays 9am-12pm. Charged ?

Tennis: TURF and COURTS

- KC Jnrs: Feb-April then Sept-Nov incl. Fridays 3.30-6pm Not charged
- Summer: Greytown Primary School, Fridays 3.30-5pm Charged?
- Summer: Greytown Tennis Club Tuesdays 5-7.30pm. Charged \$15/hr (I think).

Gym Hire - One Offs

- Mr and Mrs Khoo - gym and student centre for a birthday party. Charged \$60.00

Canteen

There is also a canteen which is attached to the student centre and both are owned by the school. The canteen is leased and runs it during school hours.

17.3 Greytown Facilities Taskforce – Sport Leaders Presentation (March 2017)

The following is the text from the handout supplied to participants at the meeting of Sport Leaders.

Background

- A Taskforce ('think tank' group) has undertaken a stocktake and analysis of Greytown sports facilities. They group has also consulted with the community and has formed some recommendations on how to optimise the sporting and leisure facilities in the town and ensure first class sporting and leisure facilities are available into the future (10-30 years).

The Issues

- Our current building facilities are all 30-50 years old, no clubs have robust maintenance plans in place. Deferred maintenance costs are increasing and club houses already facing maintenance pressure.
- Continuing strong economic and population growth seems very likely. We have seen rapid growth in sports participation over the past decade, we are anticipating more- there are emerging pressures on facilities.
- The way families behave and participate in sport has changed, sport is also changing
- **The Gym building at Kuranui is in a very poor condition.**
- Turf and field usage illustrates a significant capacity and maintenance problem. Even moderate growth will cause bigger future disruptions. Emerging strong growth cannot be catered for on existing lands/facilities.

High Level Options Explored

- Status Quo- Do nothing
- Big Bang- Move everything to either Kuratawhiti Street or the College
- **Integrated Approach- Better alignment of College and East Street (Hard surfaces and Winter Codes), Enhancements to Kuratawhiti (Summer Codes)**

Integrated Approach Favoured

- **Fit for Purpose/Future Proofed Kuranui Gym facilities- improved integration with local club sports, especially netball and court based sports and fitness sector, technology proofed (2-5 Year horizon)**
- **Kuranui also hosts all college sports, and JAB rugby for under 10 year olds, and some junior football (1-2 years)**
- Improved hard surfaces for out-door netball, plan a half field hockey surface (3-5 Years)
- Kuratawhiti/Soldiers Memorial summer type campus hosts most summer codes, enables growth for cricket, some junior football for under 10 year olds (2 years)
- Soldiers Memorial- More investment in other fast growing recreation activities e.g. jogging, walking, cycling (2-5 years), further development of the pool to be considered.

Taskforce Recommendations

- Short Term Fixes- 1 to 2 Years
 - Junior Football and JAB Rugby immediately begin allocating more games and practices to Kuranui College from winter 2017 to relieve field pressure and promote better integration with the college
 - Rugby, Netball and Hockey continue to develop their thinking around shared clubhouse services at East Street
 - Support for immediate maintenance planning for club buildings
 - **Greytown Clubs (in particular the gym and local 'fitness' sector) meet to consider opportunities that may occur from a fit for purpose College Gymnasium**
- Medium & Long Term Fixes
 - A new working group comprise of mandated decision makers undertakes more detailed analysis in 2017.
 - The group will build a strong community case for Council support through their Long Term Plan for allocation of more land allocation for sports facilities in Greytown and a more integrated model for local sports facilities (Option 3)
 - More detailed investigation into use of artificial and sand based surfaces on current sites
 - More detailed investigation into use of Soldiers Memorial Park to support wider recreational pursuits

What Happens Next?

- Meetings with Key Groups (affected landowners, clubs first and most affected by the proposed model)
- Final Taskforce Report March 2017- more detailed analysis, broad financial scenarios
- Formal Decision Making Working Group Established after the Taskforce

- Preparation of Submission to Council Planning Process (May/June 2017)

17.4 Sports Facilities Taskforce Recommendations 2017

Taskforce Rec	Action	Who	When	Cost/Resources	Comment
Confirm a 10-30 year town-wide plan for Greytown sporting facilities	Town wide plan endorsed by all Stakeholders and submitted to Council 2017 Long Term Plan process	Clubs, Schools, Lands Trust, Sport Wellington	Annual Plan submission May 2017 Long Term Plan Dec 2017	Requires a report to be drafted, support to and liaison with stakeholders	
Ensure robust asset maintenance plans are in place for all clubs/codes	Sport & Leisure works with Clubs to ensure they develop appropriate asset maintenance plans	Sport & Leisure, Clubs	2018- 2020	Assessment of assets- cost of assessor? Other support for immediate maintenance planning for club buildings? Asset maintenance plan templates	'Core' Sport & Leisure work
Construction of Fit for Purpose/Future Proofed Kuranui Gym Facilities	College and community partnership. Looking to improve integration with local club sports, especially netball and court based sports and fitness sector, technology proofed Greytown Clubs (in particular the gym and local 'fitness' sector) meet to consider opportunities that may occur from a fit for purpose College Gymnasium Liaison with other towns- Carterton, Martinborough and Featherston	College, MoE, Clubs and Community, Funders, Regional Sports Organisations (e.g. Netball), Prime, Greytown Sport & Leisure	2-5 Year horizon	\$1.5-\$2m project? Ongoing operational costs- club and GSL contributions	MoE, College, Lotteries, Trust House, Trust Lands, other funders Submit to Council 2017 Long Term Plan process
Kuranui hosts all college sports, and JAB rugby for under 10 year olds, and some junior football	JAB rugby and Junior Football immediately start to plan hosting more junior sport on the college fields. Short term relief of field pressure and promote better integration with the college	College (sports coordinator), JAB Rugby, Junior Football, Regional Sports Organisations (Wairarapa Bush, Capital Football)	1-2 years	Some minor extra 'operational' resources may be required to support hosting at the college	Access to changing rooms, weather and shelter, 'hosting' obligations (e.g. carparking, barbeque), health & safety
Improvements to hard court outside surfaces at Kuranui	Out-door netball court 10-30 year maintenance plan Build a half field hockey surface	MoE, College South Wairarapa Netball clubs, South Wairarapa hockey clubs, Regional Sports organisations (Hockey Wairarapa, Netball Wairarapa)	3-5 Years	New hockey surface Repair and maintenance to netball courts Repair to tennis courts	MoE, College, Lotteries, Trust House, Trust Lands, other funders, RSOs & clubs

Soldiers Memorial Park summer sport and recreational campus	Development plan for Soldiers Memorial Park- focuses on hosting most summer codes Turf refurbishment Positioning as Wairarapa home of junior cricket Retain some junior football for under 10s More council investment in other fast growing recreation activities e.g. jogging tracks, walking, cycling Further development of the pool to be considered- shaded areas Gold driving range, other opportunities from the town survey	SWDC, Cricket (Greytown and Wairarapa) Tennis, Swimming, Croquet	December Development of Plan 2-5 year facilities upgrade	Council to cost out	Submit to Council 2017 Long Term Plan process
Option 1. East Street/Papawai Road Alignment to the College	Existing Rugby Club site expanded/developed. Acquire land around the current site and develop a new field/s. Investment into field/s- explore sand/hybrid/artificial surfaces Hosts all senior club rugby (11 year olds and upwards) and all senior club football (11 year olds and upwards) Hosts touch/futsal & alternative versions of summer football/rugby Possible Baseball in summer, Bowls, site for new wheels park	Rugby, Football, GTLT, SWDC, Bowls, Baseball	2-5 years	\$2-3m	More detailed investigation into artificial and sand based surfaces Submit to Council 2017 Long Term Plan process Lotteries, Trust House, Trust Lands, other funders, RSOs & clubs
Option 1. Multi-purpose Clubhouse	Create a multipurpose clubhouse for rugby, netball, hockey, football and bowls. Possible Bowls, Baseball. Refit and expand the existing clubhouse. Building on current Rugby, Netball and Hockey shared clubhouse project.	Rugby, Football, GTLT, SWDC Netball, Hockey, Baseball, Bowls	1-5 years		Lotteries, Trust House, Trust Lands, other funders, RSOs & clubs,
Option 2. New Campus Contiguous with the College	Acquire land around the college and develop new fields. Investment into field/s- acquire another field/s and/or explore sand, hybrid, artificial surfaces Hosts all club rugby, all club football, hosts touch/futsal & alternative versions of football/rugby, possible Baseball		3-5 years		Lotteries, Trust House, Trust Lands, other funders, RSOs & clubs
Option 2. Multi-purpose Clubhouse	Acquire land and build a new multipurpose for rugby, netball, hockey, football and bowls, baseball		3-5 years		Lotteries, Trust House, GTLT, other funders, RSOs, clubs