



SOUTH WAIRARAPA DISTRICT COUNCIL

Kia Reretahi Tātau

Agenda

**ORDER PAPER FOR ORDINARY COUNCIL MEETING
TO BE HELD IN
Supper Room, Waihinga Centre, Texas Street
Martinborough
28 June 2023**

**MEMBERSHIP OF COUNCIL
THE MAYOR
Mr Martin Connelly**

Cr M Bosley
Cr R Gray
Cr A Plimmer
Cr C Olds
Cr A Woodcock

Cr M Sadler-Futter
Cr K McAulay
Cr P Maynard
Cr A Ellims

**RECOMMENDATIONS IN REPORTS ARE NOT COUNCIL POLICY
UNTIL THEY ARE AGREED TO BY THE COUNCIL.**



Council Meeting Agenda – 28 June 2023

NOTICE OF MEETING

This meeting will be held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10.00am. The meeting will be held in public where noted and will be live-streamed and will be available to view on our [YouTube channel](#).

All SWDC meeting minutes and agendas are available on our website: <https://swdc.govt.nz/meetings/>

Membership: Mayor Martin Connelly (Chair), Deputy Mayor Melissa Sadler-Futter, Councillors Aidan Ellims, Colin Olds, Alistair Plimmer, Rebecca Gray, Martin Bosley, Pip Maynard, Aaron Woodcock and Kaye McAulay.

A Open Section

A1. Mihi / Karakia Timatanga - Opening

A2. Apologies

A3. Conflicts of interest

A4. Acknowledgements and tributes

A5. Public participation

As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

A6. Actions from Public participation

A7. Extraordinary business

A8. Community Board / Māori Standing Committee

A9. Confirmation of Minutes

Pages 1-19

***Proposed Resolution:** That the minutes of the Council meetings held on 7 June 2023, 8 June 2023 and 9 June 2023 are a true and correct record.*

A10. Matters arising from the minutes.

B Decision Reports from Chief Executive and Staff

B1. Adoption of Annual Plan 23/24 and Setting of Rates

Pages 20-144

B2. Wairarapa Economic Development Strategy Work Programme 2023-24

Pages 145-169

B3. Freedom Camping Bylaw Determinations

Pages 170-179

- B4.** Adoption of the Grants Policy Pages 180-198
- C. Information Reports from Chief Executive and Staff**
- C1.** Representation Review Pages 199-205
- C2.** Action Items Pages 206-213
- D. Mayor's Report**
- D1.** Report from Mayor Connelly Pages 214-217
- E. Appointment Reports**
- E1.** Wairarapa Road Safety Council – Councillor Plimmer Pages 218-228
- F. Public Excluded**
- F1.** Confirmation of Public Excluded Minutes *(distributed separately)*
- Proposed Resolution:** *That the public excluded minutes of the Council meeting held on 7 June 2023, are a true and correct record.*

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

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Public Excluded Council Meeting Minutes, 7 June 2023 (Recommendations from Martinborough Community Board Report).	Good reason to withhold exists under 7(2)(i)	Section 48(1)(a)

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

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

G. Karakia Whakamutunga - Closing



**South Wairarapa District Council
Ordinary Meeting
Minutes from 7 June 2023**

- Present:** Mayor Martin Connelly (Chair) Deputy Mayor Sadler-Futter, Councillors Aidan Ellims, Alistair Plimmer (until 3:45pm), Rebecca Gray, Martin Bosley (via Zoom from 10.07am), Aaron Woodcock, and Colin Olds.
- Apologies:** Councillor Kaye McAulay and Pip Maynard.
- In Attendance:** Karen Krogh and Storm Robertson (Martinborough Community Board) Paul Gardner (Interim Chief Executive Officer), Amanda Bradley (General Manager Policy and Governance), Sheil Priest (General Manager Communications and Engagement), Stefan Corbett (Group Manager Partnerships and Operations), Russell O’Leary (Group Manager Planning and Environment), Charly Clarke (Senior Financial Accountant), Robyn Wells (Principal Advisor Water Transition), Robyn Wells (Principal Advisor Water Transition), Tim Langley (Roading Manager) and Amy Andersen (Committee Advisor).
Anna Nielson and Allan Hogg (Destination Wairarapa); Charles Barker (Wellington Water).
- Public Forum:** Lorraine Hall and Gary Dittmer.
- Conduct of Business:** This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference. This meeting was live-streamed is available to view on our YouTube channel. The meeting was held in public under the above provisions from 10.02am to 4:02pm except where expressly noted.
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Open Section

A1. Karakia Timatanga - Opening

Mayor Connelly opened the meeting.

A2. Apologies

Members noted apologies from Cr McAulay and Cr Maynard; possible early departure from Cr Gray; and Cr Woodcock for occasional phone calls.

A3. Conflicts of Interest

Mayor Connelly declared a conflict with public participation item - Greytown Woolworths petition and noted that Deputy Mayor Sadler-Futter would assume the chair in his stead.

A4. Acknowledgements and Tributes

Cr Gray acknowledged Cr Maynard who is unwell and members sent their best wishes for a quick recovery.

Mayor Connelly vacated the chair.

Deputy Mayor Sadler-Futter assumed the chair.

A5. Public Participation

Lorraine Hall – Woolworth’s Petition

Ms Hall presented a petition to Council on behalf of the Greytown Safety On Main Street Group, opposing the Woolworths New Zealand Ltd proposal. Noted the Petition numbers at 19/05/2023: 251 paper signatures and 1017 online signatures.

Cr Bosley joined the meeting via Zoom at 10:07am.

Ms Hall responded to queries from members regarding signatories who live outside of Greytown, information given to outsiders, arborist assessments, and any alternative options posed by the community.

Deputy Mayor Sadler-Futter vacated the chair.

Mayor Connelly resumed the chair.

Gary Dittmer – Rates

Mr Dittmer spoke to Council about the accuracy of information in the annual plan 2023/24 consultation document and concerns regarding the increases of rates.

At the end of Mr Dittmer’s allocated time to speak to Council, Mayor Connelly asked him to end his presentation. When Mr Dittmer continued speaking, he was asked to leave the meeting Mayor Connelly.

The meeting was adjourned at 10:24am.

The meeting was reconvened at 10:24am.

A6. Actions from public participation

There were no actions from public participation.

A7. Extraordinary Business

Noted that Cr Plimmer objected to conversations between the media and members of the public during the meeting (creating a disturbance to proceedings). Media were requested to take any discussions with the public outside of the Supper Room.

COUNCIL RESOLVED (DC2023/59) to accept the Better Off Funding – Project Substitution Decision Report as extraordinary business for discussion; this cannot be delayed as the decisions included in the report are time sensitive and this item will be added to the agenda as item B11.

(Moved Cr Olds/Seconded Cr Ellims)

Carried

Against Cr Bosley

A8. Community Boards / Māori Standing Committee

Ms Krogh, spoke to Council about the Pain Farm Estate, notifying them of concerns about management and financials, processes for approval of use of funds, accuracy of accounts, overheads, and arrears on the transfer station. Council Officers responded to queries distribution of funds and the Interim CE's response the Community Board's questions. Mr Robertson requested involvement in Council's decision-making regarding Pain Farm Estate.

Mr Gardner noted that efforts are being made to increase communication and transparency around the operational management of the Pain Farm Estate, including a recent workshop with the Community Board. Mr Gardner also stated that answers will be provided at the next meeting of the Community Board and further updates will be included in the Interim CE's report to Council in August 2023.

A9. Minutes for Confirmation

COUNCIL RESOLVED (DC2023/60) that the minutes of the Council meeting held on 26 April 2023 are confirmed as a true and correct record, subject to the following .

(Moved Cr Woodcock /Seconded Cr Sadler-Futter)

Carried

COUNCIL RESOLVED (DC2023/61) that the public excluded minutes of the Council meeting held on 26 April 2023 are confirmed as a true and correct record.

(Moved Cr Olds/Seconded Cr Gray)

Carried

A10. Matters arising from previous minutes

There were no matters arising.

B Decision Reports from the Chief Executive and Council Officers

B1. Adoption of the Annual Report 2021/22

Members commended Council Officers for their work on the report.

Members queried the assurance of Audit NZ's position for the Annual Report 2022/23 and increases to water rates.

COUNCIL RESOLVED (DC2023/62) to:

1. Receive the adoption of the Annual Reports 2021/22.

(Moved Mayor Connelly/Seconded Cr Plimmer)

Carried

2. Adopt the Annual Report 2021/22.

3. Adopt the Summary Annual Report 2021/22.

4. Approve the carry over capital expenditure from the 2021/22 year to the 2022/23. Resolution 2.4 agenda, C1 Adoption of the AP 22/23 Minutes 30.06.22
[Items 2-4 read together]
(*Moved Mayor Connelly/Seconded Cr Olds*) Carried

Cr Woodcock left the meeting at 10:51am.

B2. Draft Carterton and South Wairarapa interim Speed management Plan Report
Mr Corbett spoke to matters included in the report, supported by Mr Langley.

Cr Woodcock returned to the meeting at 10:54am.

Mr Corbett and Mr Langley responded to queries from members including: the approval of Carterton District Council's consultation document, reduction of speeds around/next to schools, standard of the documentation for community engagement and consultation, proposed speeds, options and road safety enforcement. Members discussed concerns as to whether the public would clearly understand the proposal due to its current layout/presentation. Noted that the Mayor and CE will discuss the invitation of a NZ Police representative to a future Council meeting to discuss general policing in the district.

COUNCIL RESOLVED (DC2023/63) to:

1. Receive the *Draft Carterton and South Wairarapa interim Speed management Plan Report*.
(*Moved Mayor Connelly/Seconded Cr Gray*) Carried
2. Accept the plan and approve community consultation and engagement, subject to the CE and the Co-Chairs of ICS Committee approval, and the consultation document is clear the proposal comes from Council.
(*Moved Mayor Connelly/Seconded Deputy Mayor Sadler-Futter*) Carried

The meeting was adjourned at 11:23am.

The meeting was reconvened at 11:35am.

In reference to the Annual Report 2021/22 - Ms Ashforth noted she had received the Auditor's opinion and Audit NZ wanted one minor change to the report before it is

submitted (note 11, page 35 – investment categories). Ms Ashforth confirmed it would not significantly change the report and an email would be sent to Council following this meeting.

B3. Wellington Regional Waste Management and Minimisation Plan

Mr Corbett spoke to matters included in the report and responded to queries from members including: the scope of the consultation and whether this included contracting.

COUNCIL RESOLVED (DC2023/64) to:

1. Receive the *Wellington Regional Waste Management and Minimisation Plan Report*.
(Moved Cr Plimmer/Seconded Cr Connelly) Carried
2. Approve delegation of the Wellington Regional Waste Management and Minimisation Plan consultation process to the Wellington Regional Waste Management and Minimisation Plan Joint Committee in line with the special consultative procedures as defined under the Local Government Act 2002 and as required under the Waste Minimisation Act 2008.
(Moved Cr Plimmer/Seconded Cr Olds) Carried

B4. Support for the Chief Executive

Mr Gardner spoke to matters included in the reports and responded to a query from members regarding timeframes for backfilling the HR role.

COUNCIL RESOLVED (DC2023/65) to:

1. Receive the *'Support for the Interim Chief Executive'* Report.
(Moved Mayor Connelly/ Seconded Cr Plimmer) Carried
2. Approve possible out of budget expenditure during the period that the Interim Chief Executive is in office.
(Moved Deputy Mayor Sadler-Futter/Seconded Cr Plimmer) Carried

B5. Adoption of the Easter Sunday Shop Trading Statement of Proposal for Community Consultation

Ms Bradley spoke to matters included in the report.

Mayor Connelly commended Ms Bradley and Kaity Carmichael, Lead Policy Advisor for their work on the proposal.

Members queried whether officers had received any complaints about the current policy, further alignment with Masterton District Council and Carterton District Council to create joint policies, and the rights of employees (working on Sundays).

COUNCIL RESOLVED (DC2023/66) to:

1. Note the Easter Sunday Shop Trading Policy (the Policy) is due for review under section 5C of the Shop Trading Hours Act 1990.
2. Note that consultation using the Special Consultative Procedure is required and that consultation with the community is proposed to take place between 12 June and 19 July 2023.
3. Note that the Hearings Committee will hear submissions and undertake deliberations in July 2023 ahead of making final recommendations to Council.
[Items 1-3 read together]

(Moved Mayor Connelly/Seconded Cr Plimmer) Carried

4. Adopt the Statement of Proposal and draft Policy for consultation, using the Special Consultative Procedure, with the community.
(Moved Cr Plimmer/Seconded Deputy Mayor Sadler-Futter) Carried
Against Cr Woodcock

B6. Adoption of the Dangerous, Affected and Insanitary Buildings Statement of Proposal for Community Consultation

Ms Bradley spoke to the matters included in the report. Members queried whether consultation was required for minor changes, inclusion of references to the legislation re: FENZ.

COUNCIL RESOLVED (DC2023/67) to:

1. Note the Dangerous, Affected and Insanitary Buildings Policy (the Policy) is due for review under section 132 of the Building Act 2004.
2. Note that consultation using the Special Consultative Procedure is required and that consultation with the community is proposed to take place between 12 June and 19 July 2023.
3. Note that the Hearings Committee will hear submissions and undertake deliberations in July 2023 ahead of making final recommendations to Council.
[Items 1-3 read together]

(Moved Mayor Connelly/Seconded Cr Ellims) Carried

4. Adopt the Statement of Proposal and draft Policy for consultation, using the Special Consultative Procedure, with the community.

The meeting was adjourned at 12:08pm.

The meeting was reconvened at 12:43am; Cr Bosley not present.

B7. Wellington Water Emergency Event Funding – Request Justification, Authority and Decision

Ms Wells, supported by Mr Corbett and Ms Ashforth, spoke to matters included in the report and responded to queries from members including: updates to the service level agreement in 2022 and Council's oversight of any changes to the agreement; Wellington Water Ltd's authority to spend unbudgeted funds; itemisation of emergency funds; previous assurances regarding the management of emergency events; whether the current contracts and monitoring systems/processes in place are fit for purpose; and differences between budget and actual spend.

Members thanked Ms Wells for her continued work and efforts to answer the questions posed in the meeting.

Cr Bosley returned to the meeting via Zoom at 1:15pm.

COUNCIL RESOLVED (DC2023/68) to:

1. Receive the *Wellington Water Emergency Event Funding – Request Justification, Authority and Decision Report*.
2. Receive the *Three Waters Operating Expenditure FY2022/23 Overspend – South Wairarapa District Council report received from Wellington Water on 17 May 2023. (Appendix 1).*

[Items 1-2 read together]

(Moved Cr Ellims / Seconded Cr Gray)

Carried

3. Agree and approve the recommendations included in the *Three Waters Operating Expenditure FY2022/23 Overspend – South Wairarapa District Council report received from Wellington Water on 17 May 2023.*

(Moved Cr Plimmer/Seconded Cr Gray)

Carried

Against Cr Woodcock

4. Endorse a review of the SWDC Financial Delegations Policy and the service level agreement by the GM Finance and ask that they bring any recommended improvements to the Finance Committee for approval.

(Moved Mayor Connelly/Seconded Cr Woodcock)

Carried

5. Direct the GM Partnerships and Operations to create an Unexpected Events procedure that incorporates communications and controls of any expenditure under an Unexpected Emergency Event scenario in the future.

(Moved Cr Olds/Seconded Cr Sadler-Futter)

Carried

6. Approve an Unexpected Events Reserve line item be included in all future approved Operating expenditure budgets for transparency. This is included in the

WWL financial statements. This resolution will come into effect from the 2024 LTP.

(Moved Deputy Mayor Sadler-Futter/Seconded Cr Woodcock) Carried

7. Request Wellington Water to specifically highlight the contingency amounts included in any annual Operating expenditure budget recommended for approval.

(Moved Cr Sadler-Futter /Seconded Cr Gray) Carried

The meeting was adjourned at 1:36pm.

The meeting was reconvened at 1:46pm.

B8. Wairarapa Five Towns Trail

This item was withdrawn from the agenda.

B9. Update on Future for Local Governance Wairarapa Working Group

COUNCIL RESOLVED (DC2023/69) to:

1. Receive the Update on Future for Local Governance Wairarapa Working Group report.

(Moved Cr Plimmer/Seconded Deputy Mayor Sadler-Futter) Carried

2. Appoint Deputy Mayor Sadler Futter and Councillor Bosley to the Future For Local Governance in Wairarapa (FFLGW) working group.

(Moved Mayor Connelly/Seconded Cr Plimmer) Carried

3. Appoint Councillor Gray as an alternate to the Future For Local Governance in Wairarapa (FFLGW) working group.

(Moved Mayor Connelly/Seconded Cr Olds) Carried

4. Note the expansion of the FFLGW working group will seek to include representatives from both Wairarapa Iwi.

(Moved Cr Gray/Seconded Cr Olds) Carried

Abstained Cr Woodcock

5. Note the FFLGW working group will aim to deliver final recommendations for inclusion as part of the Wairarapa Councils 2024-33 LTP consultation documents.

(Moved Cr Olds/Seconded Cr Plimmer) Carried

B10. Recommendations from Infrastructure and Community Services Committee

Mr Corbett spoke to matters included in the report and responded to queries from members regarding the application of unspent funds from this financial year to other projects.

COUNCIL RESOLVED (DC2023/70) to:

1. Receive the *Recommendations from Infrastructure and Community Services Committee* Report.

(Moved Mayor Connelly/Seconded Councillor Ellims)

Carried

2. Approve to advance Hinekura Road realignment option 3 to risk assessment and preliminary engineering design and plans with a more sophisticated estimate of costs.

(Moved Cr Ellims/Seconded Cr Sadler-Futter)

Carried

B11. Better Off Funding – Project Substitution Decision

Members discussed a preference to see a full range of options for funding other projects use the Better Off package, and the alternatives for funding of wastewater treatment plant compliance issues.

Mr Corbett and Ms Wells spoke to matters included in the report and responded to queries from members including: compliance work; expenditure on contracted consultant fees and a growth study; fairness to rural ratepayers; future debt; desludging of ponds and the disposal of bio solids (MyNoke).

COUNCIL RESOLVED (DC2023/71) to:

1. Receive the Better Off Funding – Project Substitution Decision Report.
(Moved Mayor Connelly/Seconded Cr Olds) Carried
2. Approve the preparation and submission of a substitute programme request to the DIA Better Off Funding agreement comprising:
 - a. Compliance delivery at the Martinborough WWTP including desludging at an Opex estimated cost of \$0.862m, and
 - b. Accelerating an infrastructure growth study for populations projections in Martinborough (\$0.1m) to support capacity design at MWWTP, and
 - c. Desludging of the Greytown WWTP at an Opex estimated cost of \$360m, for
 - d. A total between the three projects of \$1.322m.
 - e. With the remaining \$0.558m being applied to the Wellington Water Limited 2023/24 operational budget in excess of LTP (details to be agreed between WWL and SWDC).

(Moved Cr Olds/Seconded Cr Ellims)

Lost

For: Cr Olds, Deputy Mayor Sadler-Futter, Cr Gray, Cr Ellims

Against: Mayor Connelly, Cr Plimmer, Cr Woodcock, Cr Bosley

Cr Olds left the meeting at 2:49pm.

C Information Reports from Chief Executive and Council Officers

C2. Wairarapa Destination Management Plan (Item Moved)

Ms Neilson, supported by Mr Hogg delivered a presentation to Council on the Wairarapa Destination Management Plan and responded to queries including benefits of being accredited for *Dark Skies*.

Cr Olds returned to the meeting at 2:53pm.

Cr Woodcock left the meeting at 2:58pm.
Cr Woodcock returned to the meeting at 3:04pm.

The meeting was adjourned at 3:15pm.
Cr Gray left the meeting during the break.
The meeting was reconvened at 3:26pm.

C1. CEO Update Report

Mr Gardner spoke to matters included in the report and responded to members' queries including water reform timeframes and decisions relating to assets hand-over.

Cr Gray re-joined the meeting at 3:37pm.

*COUNCIL RESOLVED (DC2023/72) to receive the CEO Update Report.
(Moved Mayor Connelly/ Seconded Cr Gray)*

Carried

C3. Action Items

Members discussed the following actions:

Action 126 – Mayor Connelly noted he followed up with Mr Hedley and provided him with correspondence; he has also been in contact with Mr Druzianic; action closed.

Action 47 – No new update.

D Chairperson's Report

D1. Report from Mayor Connelly

The Mayor noted he would submit a paper to the next Council meeting on new meeting schedule and committee structure.

COUNCIL RESOLVED (DC2023/73) to:

1. Receive the Report from The Mayor.

(Moved Mayor Connelly/Seconded Deputy Mayor Sadler-Futter)

Carried

2. Note the Māori Standing Committee members appointed to SWDC Committees, and that the SWDC Council and Committees Terms of Reference 2022-2025 will be updated to reflect the new memberships.

(Moved Mayor Connelly/Seconded Cr Gray)

Carried

3. Agree to endorse the Transport Funding Remit from New Plymouth District Council, as worded in the report.

(Moved Mayor Connelly/Seconded Cr Ellims)

Carried

E Appointment Report

E1. Report from Allan Hogg – Destination Wairarapa

Issues relating to this report were included in item C2.

F Public Excluded Business

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

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Public Excluded Council Meeting Minutes, 13 April 2023 (CE Employment Committee Report)	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)
Public Excluded Council Meeting Minutes 10 May 2023 (Appointment of Interim CE / Lake Ferry Holiday Park Offer Report)	Good reason to withhold exists under section 7(2)(a), 7(2)(b)(ii), 7(2)(g), and section 7(2)(i)	Section 48(1)(a)
Recommendations from Martinborough Community Board	Good reason to withhold exists under 7(2)(i)	Section 48(1)(a)

This resolution (DC2023/74) is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.	Section 7(2)(a)
The withholding of the information is necessary to protect the commercial position of the person who supplied or who is the subject of the information.	Section 7(2)(b)(ii)
The withholding of the information is necessary to maintain legal professional privilege.	section 7(2)(g)
The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial negotiations.	section 7(2)(i)

(Moved Cr Gray/ Seconded Cr Ellims)

Carried

Cr Plimmer left the meeting at 3:45pm.

F1. Confirmation of Public Excluded Minutes

F2. Recommendations from Martinborough Community Board

G. Karakia Whakamutunga - Closing

Mayor Connelly closed the meeting with a karakia.

The meeting closed at 4:02pm.

Confirmed as a true and correct record

.....(Mayor)

.....(Date)



**South Wairarapa District Council
Annual Plan 2023/24 Hearing
Ordinary Meeting
Minutes from 8 June 2023**

Present:	Mayor Martin Connelly, Deputy Mayor Melissa Sadler-Futter, Councillors Colin Olds, Aidan Ellims (until 12:24pm), Pip Maynard (via Zoom, until 1:54pm), Alistair Plimmer, Rebecca Gray, Martin Bosley and Aaron Woodcock.
Apologies	Councillor Kaye McAulay.
In Attendance:	Paul Gardner (Interim Chief Executive Officer), Amanda Bradley (General Manager Policy and Governance, Russell O’Leary (Group Manager Planning and Environment), Leanne Karauna (Principal Advisor Māori) and Amy Andersen (Committee Advisor).
Conduct of Business:	This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference. This meeting was live-streamed is available to view on our YouTube channel. The meeting was held in public under the above provisions from 9.00am to 2:54pm except where expressly noted.

1. Karakia

Mayor Connelly opened with a karakia.

2. Apologies

COUNCIL RESOLVED (DC2023/77) to accept apologies from Councillor McAulay; and from Cr Ellims for early departure.

(Moved Mayor Connelly/ Seconded Cr Ellims)

Carried

3. Conflicts of Interest

There were no conflicts of interest declared.

4. Submissions Hearings

The Mayor and councillors heard submissions from delegations as follows. Members took the opportunity to ask questions of clarification from submitters.

- Jenny Boyne (submission number 120)
- Michael Smith (submission number 116)

- Māori Standing Committee – Andrea Rutene & Narida Hooper (submission number 40)
- Robyn Ramsden (submission number 99)
- Tina Day and Alex Beijen on behalf of Cape Palliser Residents (submission number 75).

The meeting was adjourned at 10.25am.

The meeting was reconvened at 10:45am.

- Richard Kershaw (submission number 101)
- Scott Summerfield via Zoom (submission number 168)
- Lee Carter (submission number 102)
- Lee Carter on behalf of Robert Carter (submission number 103)
- Ben & Georgie Lutyens (submission number 105)
- Jim Hedley (submission number 172)
- Jim Hedley on behalf of Pauline Hedley (submission number 173)
- Frank Aldridge (via Zoom) (submission number 165).

The meeting was adjourned at 12:24pm.

Cr Ellims left the meeting during the break.

The meeting was reconvened at 1:02pm.

- Louise Brown on behalf of the Greytown Community Board (submission number 160)
- Storm Robertson and Angela Brown on behalf of the Martinborough Community Board (submission number 158)
- Daphne Geisler (via Zoom) (submission number 162)
- Tui Rutherford on behalf of the Featherston Community Board (via Zoom) (submission number 167)
- Elizabeth McGruddy on behalf of Federated Farmers (submission number 96)

Cr Maynard left the meeting at 1:54pm.

- Dan Riddiford (submission number 171)
- Katherine Reedy (submission number 159)
- Gordon Tyer (submission number 170)
- Susan Finlayson(submission number 174).

6. Karakia

Mayor Connelly closed the meeting with a karakia.

The meeting closed at 2:54 pm.

Confirmed as a true and correct record

.....(Mayor)

.....(Date)



**SOUTH WAIRARAPA DISTRICT COUNCIL
Annual Plan 2023/24 Deliberations
Ordinary Meeting
Minutes from 9 June 2023**

Present:	Mayor Martin Connelly, Deputy Mayor Melissa Sadler-Futter, Councillors Colin Olds, Aidan Ellims Pip Maynard (via Zoom), Alistair Plimmer, Rebecca Gray, Martin Bosley and Aaron Woodcock.
Apologies	Councillor Kaye McAulay (present for item 6.1 from 11:30am to 1:40pm via phone).
In Attendance:	Paul Gardner (Interim Chief Executive Officer), Amanda Bradley (General Manager Policy and Governance), Karon Ashforth (General Manager Finance), Charly Clark (Senior Financial Accountant), Sheil Priest (General Manager Communications), Stefan Corbett (Group Manager Partnerships and Operations, and Amy Andersen (Committee Advisor).
Conduct of Business:	This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference. This meeting was live-streamed is available to view on our YouTube channel. The meeting was held in public under the above provisions from 10:00am to 2:34pm except where expressly noted.

1. Karakia

Mayor Connelly opened the meeting with a karakia.

2. Apologies

COUNCIL RESOLVED (DC2023/78) to accept apologies from Councillor McAulay (noted she would attend part of the meeting for deliberations on the water budget).

(Moved Mayor Connelly/Seconded Cr Ellims)

Carried

3. Conflicts of Interest

There were no conflicts of interest declared.

4. Annual Plan 2023/24 Deliberations Report

Ms Bradley spoke to matters included in the report. Members queried the community's commentary regarding themes relating to rural roading reserves and water.

Members provided an overall indication of where they were "sitting" in terms of the options available under each key area for decisions. Ms Bradley provided a summary of Council's views.

*COUNCIL RESOLVED (DC2023/79) to receive the Annual Plan 2023/24 Deliberations Report.
(Moved Mayor Connelly/Seconded Cr Ellims)* Carried

Meeting adjourned at 11:06am.

Meeting reconvened at 11:12am.

5. Extraordinary Business

COUNCIL RESOLVED (DC2023/80) to add discussion regarding the funding of wastewater treatment; this cannot be delayed because of the potential impact on decisions relating to rates, to be added to the agenda as part of the deliberations on the water budget.

(Moved Mayor Connelly/Seconded Cr Plimmer) Carried

Cr McAulay joined the meeting at 11.30am (via phone).

6. Annual Plan Deliberations

6.1 Deliberations – Water Budget

Members discussed whether to keep the LTP Year-3 water budget of \$3.541 million (including inflation) or increase the budget to reduce legal, health and safety, and plant failure risks.

Mr Gardner, Ms Ashforth and Ms Clarke spoke to matters and options relating to funding of wastewater treatment. Mr Corbett spoke to the use of better off funding, which was previously raised at Council meeting held on 7 June 2023 (item B11).

Council Officers responded to queries from members including: equity relating to the water budget, the phasing of costs and use of Better Off Funding to support desludging of ponds and debated the merits of the options currently available.

The meeting was adjourned at 12:06pm.

The meeting was reconvened at 12:46pm.

Mr Corbett responded to queries from members including whether the phased approach to desludging would be accepted by regulators. Members discussed the lack of climate related projects in the current Long Term Plan and suggested climate change receives some funding to support this using the Better Off Funding package.

COUNCIL RESOLVED (DC2023/81) to receive the oral report from the CE on the funding of wastewater treatment.

(Moved Mayor Connelly/Seconded Cr Gray) Carried

COUNCIL RESOLVED (DC 2023/82) to approve \$1m of additional funding in the Annual Plan FY 23/24 rates, to be spent on:

- a) Bringing the Martinborough Wastewater Treatment Plant back to compliance, including desludging at an estimated total cost of \$0.862m; and
- b) Desludging of the Greytown WWTP at an estimated cost of \$0.360m.

(Moved Mayor Connelly / Seconded Cr Plimmer) Tied

For: Mayor Connelly, Cr Plimmer, Cr Bosley, Cr Woodcock, Cr Gray,

Against: Deputy Mayor Sadler-Futter, Cr Olds, Cr Maynard, Cr McAulay, Cr Ellims

Noted: this vote was tied and the Mayor declined to make a casting vote until after an adjournment.

The meeting was adjourned at 1:18pm
The meeting was reconvened at 1:26pm.

COUNCIL RESOLVED (DC2023/83) to approve \$0.5m of additional funding in the Annual Plan FY 23/24 rates and \$0.5m from DIA Better Off Funding, to be spent on:

- a) *Bringing the Martinborough Wastewater Treatment Plant back to compliance, including desludging at an estimated total cost of \$0.862m; and*
- b) *Desludging of the Greytown WWTP at an estimated cost of \$0.360m.*

(Moved Cr Gray / Seconded Cr Bosley)

Carried

For: Mayor Connelly, Cr Gray, Cr Plimmer, Cr Bosley, Cr Woodcock, Deputy Mayor Sadler-Futter.

Against: Cr Olds, Cr Ellims, Cr Maynard, Cr McAulay.

The meeting was adjourned at 1:40pm.
Cr McAulay left the meeting during the break.

COUNCIL RESOLVED (DC2023/84) to approve the \$4.5m (orange) option for the water budget for the Annual Plan FY 23/24.

(Moved Mayor Connelly/Seconded Cr Olds)

Carried

The meeting was reconvened at 1:51pm.
Cr Maynard left the meeting at 1:51pm.

6.2 Deliberations – Rural Roding Reserve

Councillors discussed whether to keep the current \$300,000 annual budget, or to increase it to provide a buffer during times of urgent need.

Members acknowledged the large amount of feedback Council received about rural roading and asked CE to investigate the level of services by contractors and the quality of work completed.

COUNCIL RESOLVED (DC2023/85) to approve the rural roading reserve to be increased to \$500k for the Annual Plan FY 23/24.

(Moved Cr Ellims/Seconded Cr Bosley)

Lost

For: Cr Ellims, Cr Olds, Cr Bosley

Against: Mayor Connelly, Deputy Mayor Sadler-Futter, Cr Plimmer, Cr Gray, Cr Woodcock.

COUNCIL RESOLVED (DC2023/86) to keep the current rural roading reserve \$300,000 annual budget for the Annual Plan FY 23/24.

(Moved Cr Plimmer/Seconded Cr Gray)

Carried

6.3 Deliberations – Casual Library Staff

Councillors discussed whether to include a budget of \$165,000 for a pool of casual Library staff to cover leave or exclude it.

Members noted that libraries are also service centres and asked for this to be communicated more clearly to the community.

Mr Gardner noted there is a bigger discussion to hold in terms of libraries and what they provide, and the innovations in this space.

COUNCIL RESOLVED (DC2023/87) to exclude the extra \$165,000 for a pool of casual Library staff in the Annual Plan FY 23/24.

(Moved Cr Plimmer/Seconded Cr Bosley)

Carried

Against: Cr Gray, Cr Olds

6.4 Deliberations – Community and Youth Grants

Councillors discussed whether to keep or remove the community and youth grants scheme with a budget of \$170,000.

COUNCIL RESOLVED (DC2023/88) to alter the community and youth grants scheme budget to \$120k in the Annual Plan FY 23/24.

(Moved Sadler-Futter /Seconded Mayor Connelly)

Carried

Against: Cr Plimmer

7. Consideration of MSC and Community Board submissions

Members discussed the the key items raised in each of the submissions from the Māori Standing Committee and the Community Boards.

COUNCIL RESOLVED (DC2023/89) to co-operate with whanau to support the clean-up of the urupa at Kohunui Marae, Whakatomotomo and Pāpāwai Marae.

(Moved Mayor Connelly/Seconded Cr Ellims)

Carried

8. Karakia

Mayor Connelly closed the meeting with a karakia.

The meeting closed at 2:34pm.

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

Adoption of the Annual Plan 2023/24 and Setting of Rates

1. Purpose

To adopt the 2023/24 Annual Plan and set the rates for the 2023/24 year.

2. Recommendations

Officers recommend that the Council:

1. Receives the *Adoption of Annual Plan 2023/24 and Setting of Rates* Report.
2. Carries over operating and capital expenditure from the 2022/23 financial year to the 2023/24 financial year.
3. Adopts the 2023/24 Annual Plan (including the schedule of fees and charges) in accordance with Section 95 of the Local Government Act 2002.
4. Delegates authority to the Mayor and Interim Chief Executive to approve minor edits that don't change the intent of the content prior to publication of the Annual Plan 2023/24 document.
5. Adopts the rates resolution for the 2023/24 year in accordance with the Local Government Rating Act 2002, including the "Part B" notice.
6. Notes that the updated fees and charges schedule is attached as Appendix 3 and will be updated on the SWDC website.
7. Notes that the final 2023/24 Annual Plan will be published within one month of its adoption.

3. Executive Summary

Under the Local Government Act 2002 (LGA), Council must produce a Long-Term Plan (LTP) every three years, which was last developed for 2021-31. For the two years in between each LTP (Years 2 and 3 of the LTP) an Annual Plan must be produced. In 2023/24, Council will be in Year 3 of the 2021-31 LTP and therefore an Annual Plan is required.

The Annual Plan process provides an opportunity to review intended work programmes and associated budgets, taking into consideration any new information and/or changing circumstances.

According to section 95(5) of the LGA, the purpose of the Annual Plan is to:

- a) contain the proposed annual budget and funding impact statement for the year to which the Annual Plan relates; and
- b) identify any variation from the financial statements and funding impact statement included in the local authority's long-term plan in respect of the year; and
- c) provide integrated decision making and co-ordination of the resources of the local authority; and
- d) contribute to the accountability of the local authority to the community.

Council is now asked to consider adopting the 2023/24 Annual Plan by 30 June 2023, which has been prepared in accordance with section 95 and Part 2, Schedule 10 of the LGA.

4. Discussion

4.1 Variations from the 2021-31 Long Term Plan

The total amount of rates collected will increase by 19.8% which is higher than the LTP Y3 forecast of 3.19%. The Council have included a rates calculator on their website to assist households with estimating their property rates.

These variations have been assessed against Council's Significance and Engagement Policy. Between 27th April 2023 and 27th May 2023, Council consulted on four changes in levels of service and resources. The consultation questions were:

1. Keep the LTP Year-3 water budget of \$3.541 million (including inflation) or increase the budget to reduce legal, health and safety, and plant failure risks.
2. Keep the current \$300,000 annual Rural Roding Reserve contribution or increase it to provide a buffer during times of urgent need.
3. Include a budget of \$165,000 for a pool of casual library staff to cover leave or remove the use of a pool of casual staff, which will result in libraries being closed more often.
4. Keep or remove the community and youth grants scheme of \$170,000.

As a consequence of the decisions of council, there were two significant decisions:

1. Council resolved to increase the water budget to \$4.871m, from the Long-term Plan forecast amount of \$3.541 million. A further resolution was passed to add \$500,000, charged to ratepayers, to help with addressing the issues related to the abatement notice for the Martinborough wastewater treatment plant. The abatement notice is a legal requirement. Therefore, public consultation could not be held.
2. Council resolved to remove the \$165,000 for a casual pool of library staff on an 'as needed' basis to cover scheduled and unscheduled leave such as sickness. This means that opening hours for libraries will be reduced due to insufficient staffing numbers, estimated at a minimum of four days per month. We will try and roster library closures with the least amount of impact on customers.

4.2 Fees and Charges 2023/24

The updated fees and charges schedule is included in the Annual Plan. For the majority of fees and charges, the projected increase is no more than the rate of inflation. Where the rate of increase is higher than inflation it is because the costs of service delivery have increased above the rate of inflation. Fees and charges do not have a material impact on rates revenue and align with cost recovery.

4.3 Rates Resolution for 2023/24

The rates resolution, based on the required funding levels and mix required to meet the outputs of this Annual Plan, has been prepared in accordance with the Local Government Rating Act 2002.

4.4 Carry over operating and capital expenditure

Council must resolve to carry over operating and capital expenditure from the 2022/23 year to the 2023/24 year. Final figures will be presented to the Finance Committee after the end of the financial year.

5. Considerations

5.1 Consultation and Engagement

Council adopted the 2023-24 Annual Plan Consultation/Engagement Document on 26 April 2023 (DC2023/51) and undertook consultation on the 2023/24 Annual Plan in accordance with the Council's Significance and Engagement Policy. Hearing and deliberations were held on 8 June 2023 and 9 June 2023 respectively.

5.2 Financial considerations

The rates resolution enables Council to strike its rates for the 2023/24 year.

5.3 Legal Implications

The 2023/24 Annual Plan has been prepared and must be adopted by Council, in accordance with section 95 of the LGA.

The rates resolution has been prepared in accordance with the Local Government Rating Act 2002.

6. Conclusion

Council is asked to adopt the 2023/24 Annual Plan and rates resolution by 30 June 2023.

Once adopted, Council is required within one month after the adoption to make the Annual Plan publicly available.

7. Appendices

Appendix 1 – Annual Plan 2023/24

Appendix 2 – Rates Resolution 2023/24

Appendix 3 – Schedule of Fees and Charges 2023/24

Contact Officer: Amanda Bradley, General Manager Policy & Governance
Karon Ashforth, General Manager Finance
Reviewed By: Paul Gardner, Interim Chief Executive

Appendix 1 – Annual Plan 2023/24

Annual Plan

2023/24



Photos:

Tauwharenikau Cycle Bridge

Dogs n Togs (Ali Little)

Waihinga Sculpture

Featherston Incident (Pete Monk)

Ecoreef

King's Coronation Planting



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

Your Councillors



Elected members, from left to right: Front row – Alistair Plimmer, Melissa Sadler-Futter (Deputy Mayor), Martin Connolly (Mayor), Kaye McAulay, Aidan Ellims. Back row – Aaron Woodcock, Rebecca Gray, Martin Bosley, Pip Maynard, Colin Olds

Whakatauki

Mei te tatū o ngā whakaaro ki ngā āhuatanga o te hinengaro,
Mei te ngāwari ake o te ahunga ki nāianeī,
Kua tū nei te tūranga ki runga i ngā pakahiwi o te nehenehe.

If I am confident with where we'll be in the future,
Composed with how we are at present
It is merely because I am standing on the shoulders of the past.

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Joint Message from the Mayor and Interim Chief Executive

Tēnā koutou katoa

Welcome to the South Wairarapa District Council's 2023/24 Annual Plan, which was formally adopted on 28 June 2023. This sets out our plans, priorities and budgets for the 1 July 2023 to 30 June 2024 financial year.

In 2021 the Council published its last Long-term Plan, setting out its anticipated work programme and budget for the following ten years. We are now into the third year of that Plan.

Faced with the decision whether to confirm our original intentions for the coming year or amend them, regrettably, we must amend them. The environment has altered so much in those two years that we must alter what we originally planned to do in the 2023/24 year.

Amid difficult times, your elected members and Council staff have worked hard to maintain services. Some of those difficulties relate to:

- The uncertainty of government direction, including funding plans
- Our susceptibility to extreme weather due to climate change, combined with the huge size of our district, so much so that weather-related damage to our rural roads has drained our Rural Roding Reserves
- Maintaining our water and wastewater services in the face of rising water standards and deteriorating infrastructure that should have been better maintained
- An abatement notice on one of our wastewater plants, followed by the discovery that it was operating at its limits and could not take any more connections
- The rising costs of many of the materials we need to maintain assets, such as roads
- Uncertainty around the government's water reform programme and the need to continue protecting our water infrastructure.

Reluctantly, we must report that to deal with these difficulties we will need to increase the Council's income from rates by 19.8%. This increase equates to \$4.21 million on top of the 2022/23 budget making a total of \$25.45 million.

More than half of our budget will be spent on maintaining and operating core infrastructure such as roads and footpaths, water treatment and supply, and wastewater treatment.

Another large portion of our budget will be spent on our amenities, things that help make a community. Our people, especially the young, need parks and playgrounds. We all need libraries and council buildings, reserves, public gardens and trees. Cemeteries need to be maintained. Waste management, rubbish collection and recycling are some other services we'd find it difficult to do without.

We thank the 180 people who made formal submissions on the 2023/24 Annual Plan Consultation Document and the 100-plus who emailed, commented on social media or spoke with us at our public sessions.

From our public engagement process, we learned that:

- There was mixed support for increasing the amount of money allocated to the Rural Roding Reserve, and
- There was considerable support for increasing the amount of money allocated to water operations.

We did not consult on whether people wanted more money spent on addressing the recent wastewater problems as we have an abatement order to fix those. We have no choice in the matter.

The Council has recognised the community's feedback through the consultation process and our decisions since then reflect that feedback.

We have also maintained our fees at very similar levels to the previous year.

We know that we will continue to have some tricky times. Influences such as climate change and the state of the economy are permanent or entrenched, and they can have an impact on our assets or our capacity to fulfil our plans. Despite this, your Council will continue seeking ways to improve the social, economic, environmental, and cultural wellbeing of communities. This will be especially pertinent during the long-term planning conversations as we recognise that we need to do things differently to deliver the quality outcomes needed for our community.

We recognise that our purpose is to assist local decision-making and to act on behalf of communities. And we know we have many vibrant elements that make up the communities in our district. Events such as Booktown, Matariki, the Midwinter Festival of Christmas and the Martinborough Fairs all reflect the strength and diversity of our communities.

South Wairarapa would not be the exciting place it is without the amazing people who live here. We know you all share our vision for South Wairarapa: to have the best of country living with the community at the heart of everything we do. It remains such a great place to live in and to invest in.

Ngā mihi



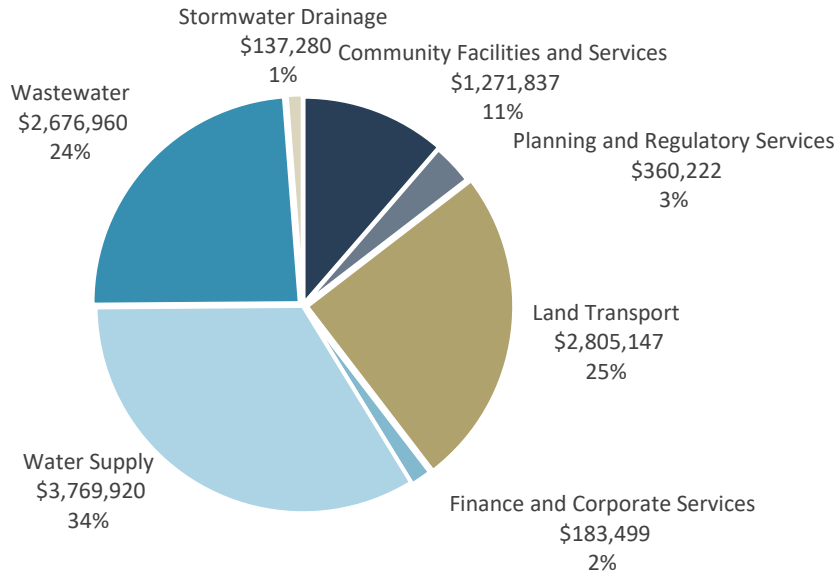
Mayor, Martin Connelly and Interim Chief Executive, Paul Gardner

Financial Overview

Capital Expenditure

The Council plans to spend \$11.2m on capital expenditure over the 2023/24 year. \$2.8m (25%) will be spent on transport infrastructure, \$6.6m (59%) water infrastructure and \$1.3m (11%) on community facilities and services.

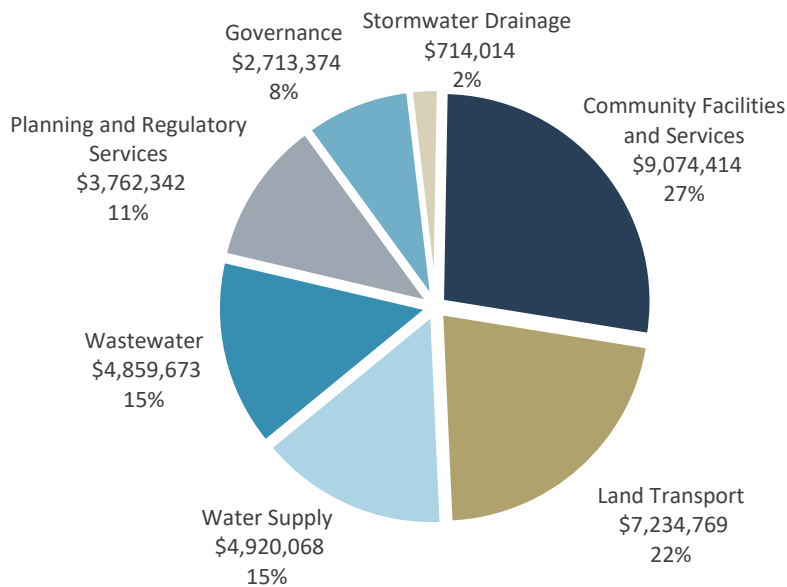
Annual Plan 2023/24 Capital expenditure



Operating Expenditure

The Council plans to spend \$33.3m on operating expenditure over the 2023/24 year. Of this \$7.2m (22%) will be spent on transport infrastructure, \$10.5m (32%) on water infrastructure and \$9.1m (27%) on community facilities and services.

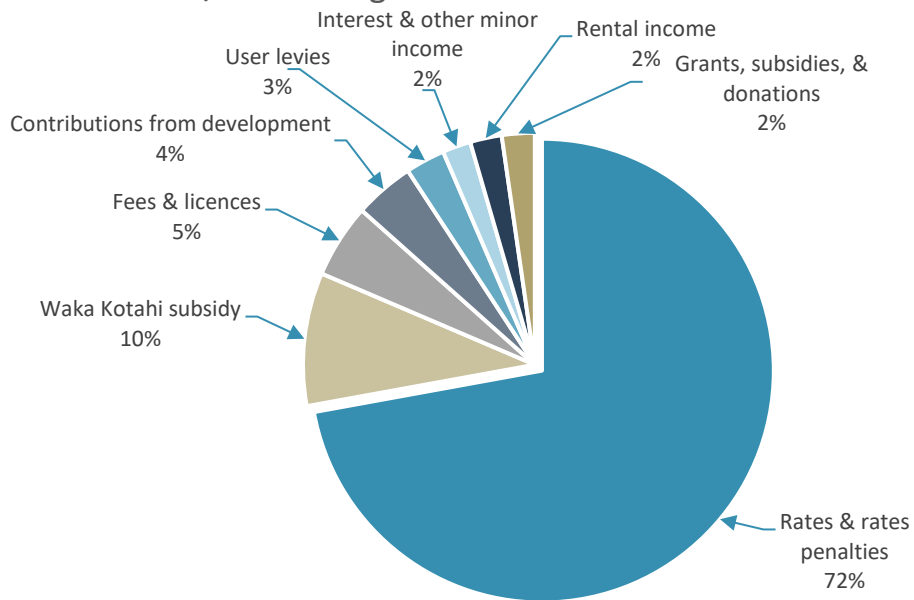
Annual Plan 2023/24 Operating expenditure



Funding

There are no changes from the 2021-31 LTP on how Council funds its operating and capital expenditure requirements. The chart below shows how the Council will fund the services and projects it will deliver to the community.

Annual Plan 2023/24 Funding Sources



Annual Plan 2023–24

Key Facts

Our District

11,500
residents

7,400
rating units



Rates increase and total budget



Targeted rates incl GST



Total Urban

% increase

21.3%



Total Rural

20.9%

Water & Refuse

16.5%

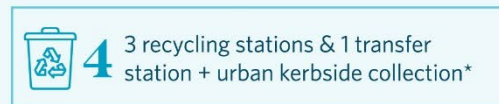
Please refer to the Rates section on page 79 for more detail. We also have the Rates Estimator on our website where you can estimate 2023/24 rates for SWDC.

Consultation outcomes

- Water budget increased \$1.3million to \$4.87million
- Rural Roding Reserve retained at \$300,000 p.a.
- Casual pool of library staff declined - saving \$165,000
- Grants funding reduced by \$50k to \$120,000

What do we get for our rates, fees and charges?

*only properties connected to services



Other services and facilities: dog walking parks | dog control | town seating | public parking | noise control | building permits | liquor licencing | food registration | community buildings | public toilets | sports stadium and pavillion | senior housing | coastal campsites

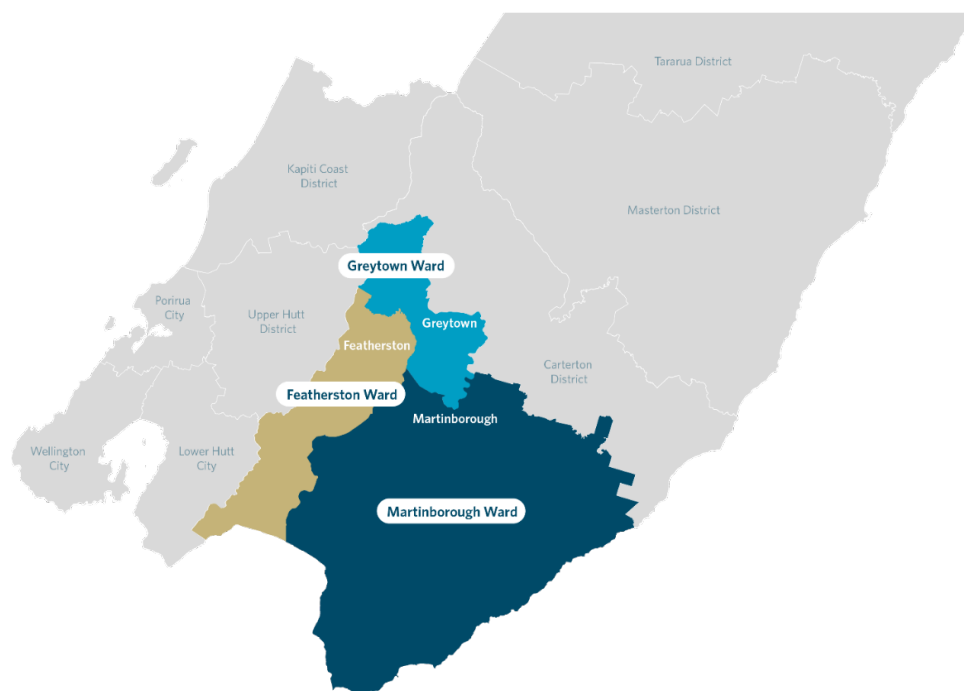
Part 1: Direction Setting Te Whakatakoto Aronga



Tree planting at Wairarapa Moana – Deputy Mayor Melissa Sadler-Futter with her son and Violet Edwards from the Māori Standing Committee with her mokopuna

Our context

South Wairarapa district is geographically vast compared to its number of ratepayers. Our district is unique in that we are comprised of three towns with a number of rural communities. Each town has most of its own facilities, meaning at least three swimming pools, libraries, recycling stations and water and wastewater treatment plants that must be maintained and managed.



Many factors have come into play this year. We know that much of our infrastructure is already ageing and underperforming, which means we'll have to replace or significantly upgrade them in coming years. Other challenges include disruptions in the supply chain and the ongoing increase in compliance and regulations that local government must keep up with. At this stage, it's unclear how the water reform will impact the district, but one thing is for sure: keeping our water clean and treating wastewater to standard is getting more expensive. We are also required to meet higher water drinking standards as a result of a recent change.

In addition to water reforms, rating system and representation reviews, new environmental and land development rules, and working with our neighbouring councils to look at efficiencies are all looming to varying degrees on our horizon. We also have a general election later in the year and Quotable Value (QV) will be undertaking its three-yearly property revaluations. The impact from property revaluations could be felt in the rate-setting for 2024/25 if land value remains a basis for calculating part of the rates following the 2023/24 rating review.

The Council on your behalf must maintain a level of service that keeps everyone safe and all our core services operating properly.

What is an Annual Plan?

Every three years we produce a Long-Term Plan (LTP) to set the future direction of Council for the district. Outside of those years, we produce an Annual Plan, which identifies any changes or additions to the projects, activities and financial information included in the LTP. Our current 2021-31 LTP, was adopted by Council on 30 June 2021.



In addition, we produce an Annual Report to review our performance against the LTP and Annual Plans. Together, these three documents:

1. Identify Council's priorities
2. Outline Council's programme of work
3. Measure our performance.

What has changed since the 2021-31 Long-term Plan?

Since the Council's current LTP was written in 2021, the financial environment we operate in has shifted significantly. The increase in rates forecast in the 2021-31 LTP for 2023/24 was 3.19%. However, like many other organisations, the costs of services the Council provides have increased dramatically since then.

Interest rates and inflation are climbing. Essential costs for things like insurance, transport and building materials remain high. Due to the nature of our infrastructure, construction sector inflation is a better measure of the impact on Council's costs than the Consumer Price Index (CPI).

Since January 2022, our district experienced seven weather events including Cyclones Dovi, Hale and Gabrielle, and these have resulted in numerous unforeseen costs. Like most households and businesses, the cost of living expenses has hit Council's ability to deliver services at the same level as previously and at the same cost.

The Council on your behalf must maintain a level of service that keeps everyone safe and all our core services operating properly. There is a natural tension between keeping costs as low as possible and maintaining adequate service delivery, and this is especially evident in water services. Submitters to the consultation were very clear that Council must assume greater responsibility for water quality and a robust infrastructure for our three waters.

There are a number of other costs that Council has had to budget for. These include legal fees, hearings, and project management for the LTP.

Council has committed to equitable funding for the Māori Standing Committee (MSC) (compared with the community boards). This has meant increased funding for grants, and salaries. This commitment has been advocated for many years by the MSC and is a long overdue obligation under Te Tiriti o Waitangi/the Treaty of Waitangi. More recently, we have increased the representation of local iwi in the MSC and have further work to do to improve our commitment to a healthy relationship.

Additionally, Council has established a permanent role to provide advice and support for tikanga to elected officials and staff and to enable improved capability and capacity to respond to our Te Tiriti o Waitangi commitments.

Public Consultation

Consultation process

Consultation on this Annual Plan occurred between 27 April and 28 May 2023. The Annual Plan consultation document and submission forms were available on our website, from the Council office and from the three libraries. The opportunity to submit was widely promoted to our community through social media and advertising in the *Midweek*. Elected members and staff hosted two drop-in sessions in each of the three towns (Featherston, Greytown and Martinborough) to raise awareness and for the community to ask questions about the consultation topics. Community drop-in sessions were also held at Tora/Te Awaiti, Cape Palliser/Ngawi, Kitchener's Café in Martinborough, and a Wisdom and Wellbeing seniors' group in Featherston.

The Māori Standing Committee and community boards were actively invited to participate in the consultation process and all made submissions to the Annual Plan. Council committed to explore with the Māori Standing Committee the costs of supporting the maintenance of local urupa and the placement of a pou for each of the three towns.

Council received 180 submissions (representing less than 2% of the resident population) and 28 submitters requested to speak to their submissions. 121 submissions were made using the online platform (SurveyMonkey), 33 completed their submission on the physical submission form, and 26 provided their submission via email or letter. An analysis of the addresses provided indicated that 86 (48%) submitters live in rural areas and 94 (52%) submitters live in urban areas. Additionally, 165 questions were sent via email and 74 posed via the Local Government Official Information and Meetings Act.

Consultation outcomes

Council consulted on the following four topics:

1. Keep the LTP Year-3 water budget of \$3.541 million (including inflation) or increase the budget to reduce legal, health and safety, and plant failure risks.

72.25% of submitters supported increasing the budget.



Council resolved to increase the water budget to \$4.871m, from the Long-term Plan forecast amount of \$3.541 million. A further resolution was passed to add \$500,000, charged to ratepayers, to help with addressing the issues related to the abatement notice for the Martinborough wastewater treatment plant. The abatement notice is a legal requirement. Therefore, public consultation could not be held.

2. Keep the current \$300,000 annual Rural Roding Reserve contribution or increase it to provide a buffer during times of urgent need.

62.14% of submitters supported increasing the budget.



Council resolved to retain the Rural Roding Reserve at \$300,000 per annum. Councillors agreed the upcoming rating review should address how rural roads are funded in future as they are currently fully funded by rural ratepayers yet used by all.

3. Include a budget of \$165,000 for a pool of casual library staff to cover leave or remove the use of a pool of casual staff, that will result in libraries being closed more often.

50% of submitters supported removing the budget.



Council resolved to remove the \$165,000 for a casual pool of library staff on an 'as needed' basis to cover scheduled and unscheduled leave such as sickness. This means that opening hours for libraries will be reduced due to insufficient staffing numbers, estimated at a minimum of four days per month. There have been flow-on effects from this decision that has led to further impacts on our ability to concurrently staff Greytown, Featherston and Martinborough libraries. We will try and roster library closures with the least amount of impact on customers.

4. Keep or remove the community and youth grants scheme of \$170,000.

63.09% supported keeping the current budget, however, there was also a lot of feedback recommending a reduction.



Council resolved to reduce the funding for community and youth grants to \$120,000 and apply criteria that equitably benefits South Wairarapa.

Submission themes

The feedback from the submissions had the following themes:

- Council focusing on essential services and infrastructure
- Rates unaffordability
- Innovation and efficiencies
- Criticism of and lack of confidence in Council
- Climate change.

The Annual Plan consultation also took the opportunity to seek feedback that will help shape the 2024-34 Long-term Plan. The community was invited to provide initial feedback on the priority outcomes and strategic drivers in the current Long-term Plan. There will be further opportunities for the community to have their say on the 2024-34 Long-term Plan over the next 12 months.

Part 2: Significant Activities Ngā Mahi Whakahirahira



Upgrade underway on Featherston's Donald Street wastewater plant

What are our significant activities?

The community's outcomes define the future shape and form of social, cultural, economic and environmental wellbeing for the district. Council, along with other key stakeholders, has a role in promoting the sustainable wellbeing of its district community.

It achieves this through the collective application of its eight significant activities, being:

1. Governance and Policy
2. Finance and Corporate Support
3. Planning and Regulatory Services
4. Community Facilities and Services
5. Land Transport (Rozading and Footpaths)
6. Water Supply
7. Wastewater
8. Stormwater Drainage.

Each significant activity comprises a number of sub-activities. The scope and cost of providing each significant activity is determined through a series of agreed levels of service. The quantity and quality of each level of service translates into cost – generally, the higher the service the higher the cost. In a number of cases, the minimum levels of service are determined by statutory and regulatory compliance rather than community requirements.



Governance and Policy

Overview and purpose

The Governance activity provides for the governance, leadership, advocacy, and policy-making activities for Council. Council aims to be a vigorous advocate for issues of concern to the community and to demonstrate leadership in carrying out its work. We seek to build confidence in our decisions by being as transparent as possible, clearly communicating the reasons for the things we do and encouraging public participation in the decision-making process.

Activities summary

- Rating review - this is aligned with the LTP and must be completed by July 2024
- Representation review -this is aligned with the election period and must be completed by December 2024
- Long-term Plan - engagement, consultation, writing and consideration must be completed by 30 June 2024.

The Governance team is also involved in improving our engagement and consultation with our iwi and hapū partners and our communities. We will be strengthening new approaches that are receiving positive feedback with a commitment to more transparency.

We also hope to make progress on other long-standing issues raised by stakeholders including:

- Making official information request responses available on our website.
- Improving out-of-date polices and bylaws that are due for review.
- Strengthened coordination and promotion of our work to address climate change.

Assets

There are no assets or capital expenditure projects under this category.

Governance performance measures

Service Level	Key Performance Indicators	Performance Targets (for the Financial Year)		How it will be measured
		Target 2022/23	Target 2023/24	
Council supports and enables good decision-making resulting in decisions that are transparent, robust, fair and legally compliant	Meeting and committee agendas are made available to the public within statutory timeframes (2 working days prior to meetings)	100%	100%	Council records
	Meeting and committee agendas made available to the public 3 working days prior to meetings	85%	90%	Council records
	Residents who agree that there are adequate opportunities to participate in decision-making	80%	80%	Customer survey
Council provides opportunities for community engagement	Residents who agree that there are adequate opportunities to have their say in Council activities	80%	80%	Customer survey
The community has confidence in the quality of democracy and representation provided by elected members	Residents are satisfied with the accessibility of the Mayor and councillors	80%	80%	Customer survey
	Residents are satisfied with the advocacy and leadership of the Mayor and councillors	80%	80%	Customer survey
	Residents who agree that the community board effectively advocates on behalf of their community	80%	80%	Measured by ward via customer survey
Council works in partnership with Māori and mana whenua	Mana whenua are satisfied with their relationship with Council	80%	80%	Customer survey
	Residents who feel that Māori culture and te reo is appropriately recognised and visible in the district	80%	80%	Customer survey
	Mana whenua partners agree that the use and protection of the district's resources for the future is appropriate	80%	80%	Customer survey
Council provides effective planning and monitoring of performance	The Annual Plan and Long-Term Plan are adopted within statutory timeframes	100%	100%	Council records
	The Annual Report includes an unqualified audit opinion	Yes	Yes	Council records
	Council strategies, policies and regulatory instruments are current	100%	100%	Council records

Finance and Corporate Support

Overview and purpose

Finance and Corporate Services provide support and overheads for all the groups of significant activities. The expenditure related to these services is allocated by way of internal charges and overheads to the groups of activities based on a range of usage factors.

The key functions we are responsible for are financial management; human resource management and development; health, safety and wellbeing; communications and engagement including channel management; information technology; office support and customer services.

Cost increases relate to information technology architecture and systems, disaster recovery and business continuity protocols, and privacy management.

Activities summary

We will continue to provide services that include:

- Financial expertise and advisory services to the organisation and elected members
- Financial, strategic and operational risk management
- Corporate compliance with statutory obligations and managing legal relationships
- Monitoring and reporting against financial targets and developing the financial components of strategic plans and reports including the Annual Plan, Long-term Plan and Annual Report
- Ensuring that the human resources management of the organisation takes a long-term view of business needs
- Maintaining a healthy and safe culture
- Meeting current and long-term information technology management architecture needs
- Customer services and administration support to the community
- Effective and timely external and internal communication through traditional and digital platforms
- Production of statutory documents such as the Annual Plan, Long-term Plan and Annual Report
- Community messages on heavy rain warnings, road closures, flooding, and other natural weather events
- Community consultation and engagement to build a social license to operate
- Website and social media provision and management
- Business continuity, emergency management and civil defence functions.

Existing Assets

- Administration offices
- Information Technology equipment
- Vehicles and plant.

Finance and Corporate Support Prospective Statement of Capital Expenditure

		Annual Plan 30-Jun-24 \$000's
IT	Administration IT	144
Operations	Motor vehicles and plant	21
Council offices	Offices furniture and equipment	18
TOTAL		183

Finance and Corporate Support performance measures

Service Level	Key Performance Indicators	Performance Targets (for the Financial Year)		How it will be measured
		Target 2022/23	Target 2023/24	
People are prepared for a civil defence emergency	Ratepayers and residents prepared for an emergency	75%	75%	Customer survey
	Regional Civil Defence Emergency Annual Plan achieved	Yes	Yes	WREMO records
Council's processes & decision-making is open and transparent	Official information requests are handled within statutory timeframes	100%	100%	Council records
	Reduction in complaints received about council communications	10% reduction	Further 10% reduction	Number of upheld complaints received
Council's website is effective in supporting self-service	Customers use the website	10% increase	Further 10% increase	Website data for bounce rates and return visitors
	Enquires via email and phone are reduced	10% reduction	Further 10% reduction	Council records
	Customer use of self-service tools	10% increase	Further 10% increase	Website data for use rates

Planning and Regulatory Services

Overview and purpose

Planning and Regulatory Services promotes the sustainable management of natural and physical resources in the district through the administration of the Resource Management Act and the Wairarapa Combined District Plan, and the protection of public health, welfare, and safety through implementation of a broad range of legislation. Planning work also covers growth planning, compilation and implementation of the South Wairarapa Spatial Plan and related masterplan work regarding future growth via integrated land use planning.

- Featherston Masterplan is progressing well, with numerous face-to-face as well as online meetings, with formal public consultation to come later in 2023.
- Wairarapa Combined District Plan review progressed steadily in 2022 with work continuing to update relevant chapters. Public consultation is targeted for the third quarter of 2023.
- The new dog pound facility for South Wairarapa has been completed and it provides a fit-for-purpose pound that meets modern animal welfare standards to serve the district's needs.

Activities summary:

We will continue to deliver core services including:

- Resource management
- District Plan policy and implementation and Wairarapa Combined District Plan review
- Resource consent decisions, land use, subdivision, and certificates
- Spatial Plan implementation and review, master planning and growth-related integrated planning
- Public nuisances and environmental health: compliance, enforcement, licensing and education
- Noise limit setting and enforcement through the Wairarapa Combined District Plan and Resource Management Act 1991
- Building consents, Building Act and Building Code implementation
- Ensuring that all new building works and building activities in the district comply with legislative requirements for safety and sanitary conditions
- providing services to address issues with management of dogs and stock to prevent nuisances and ensure public safety. The service enforces the requirements of the Dog Control Act 1996, Dog Control Bylaw 2013, Policy for Control of Dogs 2013, Impounding Act 1955 and Wairarapa consolidated bylaws
- Administration of the Sale and Supply of Alcohol Act 2012 encouraging the responsible and safe sale, supply, and consumption of alcohol while minimising alcohol-related harm in South Wairarapa.
- Registration authority under the Food Act 2014 monitoring the performance of premises and undertaking compliance, enforcement and prosecution activities
- Monitoring camping and campgrounds, hairdressers, offensive trades, amusement devices and beauty therapy operators
- Gaming machine numbers and venues - Enforcement of the combined bylaw which is currently under review. Licensing is administered by Dept of Internal Affairs.
- Psychoactive substances - Administer and enforce the South Wairarapa bylaw controlling sale of psychoactive substances in the district, in accord with the bylaw.
- Hazardous substances - Support agencies in the compliance of hazardous substances to minimise risk.
- Trade waste - Inspection and audit of existing and new premises that require trade waste permits within the towns of South Wairarapa.

Assets

Existing assets

- Dog Pound
- Wairarapa Combined District Plan
- Spatial Plan.

Planning and Regulatory Prospective Statement of Capital Expenditure

		Annual Plan 30 June \$000's
Combined District and Spatial Plan	Wairarapa Combined District Plan to make it current for district planning needs. Continued work on spatial masterplan	360

Planning and Regulatory Services performance measures

Service Level	Key Performance Indicators	Performance Targets (For the Financial Year)		How it will be measured
		Target 2022/23	Target 2023/24	
All resource consents will be processed efficiently	Consent applications completed within statutory timeframes	100%	100%	Council records
	s.223* certificates issued within 10 working days	100%	100%	Council records
	s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	95%	Council records
Council has a District Plan that provides certainty of land-use/environmental outcomes	Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	80%	80%	Customer survey
	The District Plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)	Yes	Yes	Council records
It is easy to purchase information on any property in the district	LIMs contain all relevant accurate information (no proven complaints)	100%	100%	Council records
	Non-urgent LIMs are processed within 10 days	100%	100%	Council records
Food services used by the public are safe	Premises have appropriate FMP in place and meet the risk-based standards set out in the Plan	100%	100%	Council inspection records
	Premises are inspected in accord with regulatory requirements	100%	100%	Council inspection records

Service Level	Key Performance Indicators	Performance Targets (For the Financial Year)		How it will be measured
		Target 2022/23	Target 2023/24	
The sale and supply of alcohol is controlled and responsible drinking is promoted	Premises are inspected as part of licence renewals or applications for new licences	100%	100%	Council inspection records
	Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years	100%	100%	Council inspection records
	Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement	100%	100%	CLEG agreement and Council records
The Council will respond when I need some help with noise control	% of calls received by Council that have been responded to within 1.5 hours	100%	100%	Council inspection records
Dogs don't wander freely in the street or cause menace to or harm humans or stock	Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 Visits	3 Visits	Council records
	Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	Council records
	Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	100%	Council records
Stock don't wander on roads; farmers are aware of their responsibilities	Stock causing a traffic hazard is responded to within 1 hour	100%	100%	Council records
Council certifies all consented work complies with the building code – ensuring our communities are safe	Code Compliance Certificate applications are processed within 20 working days	100%	100%	Council records
	Building consent applications are processed within 20 working days	100%	100%	Council records
The Council processes, inspects and certifies building work in my district	Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Building Consent Authority
	Council inspects new building works to ensure compliance with the BC issued for the work, BWOF's and Swimming Pools	Yes	Yes	Building Consent Authority
	Earthquake prone buildings reports received and actioned	100%	100%	Council records

Community Facilities and Services

Overview and purpose

The Community Facilities and Services activity brings together those areas of Council's business that have a direct interface with the community's wellbeing. Services range widely and include working collaboratively with business partners; supporting the day-day wellbeing of our community; supporting land and water conservation efforts; providing essential services such as the rubbish/recycling, library facilities, swimming pools, parks and sports facilities; and advocating strongly for climate change adaptations and mitigations.

Activities summary

We will continue to deliver services including:

- Maintaining our facilities and amenities including community halls and senior housing, and all Council leases
- Management, planning, and administration of our:
 - Outdoor sports and recreational areas
 - Children's playgrounds
 - Passive parks
 - Public swimming pools
 - Public cemeteries
 - Public toilet facilities
 - Reserves and open spaces
 - Project management.
- Contributing strongly as a key member of the Joint Wairarapa Moana Conservation Project for Wairarapa Moana in partnership with iwi, Greater Wellington Regional Council (Greater Wellington) and the Department of Conservation.
- Facilitating and growing community connections and connectivity in our libraries through:
 - Collection availability, discovery, access and usage – print and electronic
 - Workshop/seminar and event offerings, participation and satisfaction ratings
 - Provision of information management skills development and support for community groups
 - Continued digital literacy support and upskilling of communities
 - Functioning as a service centre on behalf of Council.
- Community development through:
 - Developing frameworks supporting improved community development outcomes
 - Advocating for improved community wellbeing
 - Partnering with community and organisations to address needs, co-ordinate and deliver initiatives, and enable and achieve community aspirations.
- Collection and disposal of solid waste management and associated recycling.
- Align our waste management practices with the waste hierarchy:
 - Rethink/Redesign
 - Reduce/Reuse/Repurpose
 - Recycle/Compost/Anaerobic digestion
 - Recover, Treat and Dispose.

Existing Assets

- Libraries
- Community buildings and housing
- Campgrounds and cemeteries
- Parks and reserves
- Playgrounds and swimming pools

Community Facilities and Services: Prospective Statement of Capital Expenditure

		Annual Plan 30 June \$000's
Public toilets	New facilities	54
Parks and reserves	General improvements, Greytown Wheels Park	426
Playgrounds	General improvements	54
Swimming pools	Pool painting	54
Cemetery developments	General improvements	38
Community buildings	Anzac Hall repainting	182
	General improvements	
Investment buildings	Farm fencing	133
	General improvements	
Community housing	Senior housing repainting	167
	General improvements	
Campgrounds	General improvements	16
Libraries	Books and furniture	149
TOTAL		1,272

Community Facilities and Services performance measures

Service Level	Key Performance Indicators	Performance Targets (for the Financial Year)		How it will be measured
		Target 2022/23	Target 2023/24	
Council provides community facilities and spaces that encourage community use	Residents are satisfied with community buildings, parks and open spaces	90%	90%	Customer survey
	Increase in number of bookings for community facilities	10% increase	10% increase	Council records
	Swimming pools are open at least 15 weeks per year	100%	100%	Council records
	Residents are satisfied with Council swimming pools	74%	76%	Customer survey
	Library collection turnover meets or betters national averages by 2023/24	90%	100%	Council records
	At least 75% of library programme attendees report a positive impact or application as a result of attendance	>75%	>75%	Programme evaluation feedback
Council promotes the waste management hierarchy “reduce, reuse, recycle, reprocess, treat, dispose”	% waste recovered for recycling through the kerbside collection	Further 5% recovered	Further 5% recovered	Council records
Refuse collection and disposal meets the needs of the community	% of customer complaints resolved within 24 hours	95%	95%	Council records
	% of residents satisfied with the level of service	85%	85%	Customer survey
Council supports the community to improve their social, cultural and environmental wellbeing	Provide appropriate funding to organisations and community groups to help them deliver programmes and services to their communities	Yes	Yes	Council records
Council supports economic wellbeing	% of commercial ratepayers satisfied with the level of services essential for their business operations (information provided, response time, fairness and consistency)	70%	75%	Council survey

Land Transport (Roading and Footpaths)

Overview and purpose

South Wairarapa District Council provides and maintains a network of public roads. The road transport network is one of the primary assets that enable people in the community to interact with each other. Other assets such as rail, water, and air work in conjunction with roads to allow people to connect.

The level of service a community demands from its road transport network is dependent on how critical the connection along the road is to the community's social, cultural, and commercial activities. The greater the intensity of demand, both existing and future, the higher the level of service the community will wish to have along the road.

In roading, we will be concentrating on safety and maintaining access to our vulnerable rural communities on the coast. We will deliver on routine work across the network, strengthen our focus on repairing footpaths (we have reduced spend on new footpaths), maintain rural and urban roads, and reseal roads when our budgets allow.

Public feedback during consultation on the Annual Plan priorities was that we maintain the Rural Road Reserve contribution at \$300,000 per annum. Its purpose is to better prepare us for the impact of natural disasters on our rural network. We also heard concerns on culverts, and diligence will be given to culverts and managed within current funding levels. Further investment will be considered as part of the next long-term planning.

Activities Summary

Council provides roading network services in the South Wairarapa District. This includes roads, bridges, culverts, footpaths, street lighting, street cleaning, vegetation control, kerbs and channels, and structures such as retaining walls, bus shelters and carparks.

Council aims to plan, provide, and maintain a roading network for the safe, comfortable, and convenient movement of people and goods.

The Ruamāhanga Roads contract commenced in July 2019. The contract is a joint approach between the Council and Carterton District Council to roading maintenance and aims to maximise efficiency, achieve increased regional consistency, and optimise the use of internal resources.

Assets

Existing Assets

- 404.787 km of sealed roads
- 263.560 km of unsealed roads
- 735 sumps and catch pits
- 2,548 culverts (30.696 km length)
- 96.288 km of concrete channels
- 647.492 km of unlined surface water channels
- 3,945 signs
- 884 streetlights
- 63.482 km of footpaths
- 140 bridges and bridge culverts.

Asset Valuations

- Valuation of the road infrastructure assets was last undertaken by the engineering firm WSP as at 30 June 2022. The valuation basis is optimised replacement cost, which is in accordance with generally accepted accounting practices.

Land Transport Prospective Statement of Capital Expenditure

		Annual Plan 30 June \$000's
Unsealed road metalling	Local and Special Purpose Roads	421
Sealed road resurfacing	Local and Special Purpose Roads	804
Drainage renewals	Local and Special Purpose Roads Renewal and repairs of culverts and kerbs	171
Sealed road pavement rehabilitation	Local and Special Purpose Roads	250
Structure component replacement	Road/pedestrian bridges	140
Traffic service renewals	Local and Special Purpose Roads	51
Footpath renewals & extensions	Footpath renewals, such as resurfacing or reconstruction and extensions in urban area.	130
Minor Improvements	Local and Special Purposes Roads	678
Road to Zero - NZTA	Local and Special Purpose Roads Reduced number of deaths and serious injuries and a safer land transport network. New and additional speed signs and markings	160
TOTAL		2,805

Special Purpose Roads (SPR) are local roads and other carriageways that for a number of years received very high funding assistance rates. Cape Palliser road has been an SPR since September 1997 and is the only SPR in the Wairarapa.

By the end of 2023/24 financial year, the funding assistance rates for local road special purpose roads will be transitioned to the relevant Council's normal funding assistance rate. These rates are listed in the general assumptions table in the financial section of this report.

The funding assistance rates (FAR) for local road special purpose roads will be transitioned down separately from the transition process that is used for council's normal funding assistance rates. Specific transition approach to be determined following discussions with relevant councils.

Land Transport performance measures

Service Level	Key Performance Indicators	Performance Targets (for the Financial Year)		How it will be measured
		Target 2022/23	Target 2023/24	
The roads are maintained to ensure that they are safe and comfortable to travel on	Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%	95%	Council records
	Ratepayers and residents fairly/very satisfied with the roads	80%	85%	Customer survey
	5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%	100%	Council records
	The pavement condition index as measured by the NZTA pavement integrity index	95%	95%	NZTA
Footpaths can be safely used to get around town	Ratepayers and residents are satisfied with footpaths in the district	70%	75%	Customer survey
	Change in number of fatalities and serious injury crashes on the local road network from previous year	<7	<7	NZTA records
	Availability of footpaths on at least one side of the road down the whole street (urban)	90%	90%	Council records
	Footpath Condition rating 95% compliant with SWDC AMP Standard	95%	95%	Council records
	The % of customer service requests relating to roads and footpaths responded to within 48 hours	85%	90%	Council records
	Meet annual plan footpath targets	Yes	Yes	Council records

Water Supply

Overview and purpose

Council's primary aim is to provide reliable and sustainable reticulated water supplies to our three towns, to support the delivery to one rural community and to encourage conservation of this valuable resource.

Council also provides two water race networks that supply water for stock in our rural areas.

Council's responsibilities include a duty under the Health Act 1956 (as at 2022) to improve, promote and protect public health within the district. This means that Council has an obligation to identify where a potable water service is required, and to either provide it directly itself or maintain an overview of the supply if it is provided by others.

Through its Council Controlled Organisation Wellington Water Limited, Council provides and maintains potable water supplies to properties throughout the district. This doesn't include premises that have their own rainwater tanks or bores.

Wellington Water also manages the water race networks for Council.

The potential negative effects associated with this activity and ways we mitigate these effects are as follows.

- A water supply that does not meet New Zealand drinking water standards increases the risk of health problems for the community. Council uses contemporary techniques to ensure water remains healthy and safe to drink and has invested heavily in infrastructure over the life of the long-term plan.
- In addition, a reliable supply is needed during drought and for firefighting purposes. Council aims to improve reliability through demand management and is investing in core infrastructure.

Activities summary

We will continue to deliver and maintain services, including the 4,215 serviced and 251 serviceable water connections.

See our Infrastructure Strategy in the 2021-31 LTP for more information on our planned work.

Assets

Existing assets

- Four public water supply systems serving Featherston and Greytown, Martinborough and Pirinoa (Waiohine, Memorial Park, Ruamāhanga, Pirinoa water treatment plants)
- Water pipes – Featherston 36km; Greytown 30km; Martinborough 38km
- Featherston – Tauwharenikau River (Longwood water race) 40km
- Greytown – Waiohine River (Moroa water race) 240km

Asset valuations

Valuation of the water infrastructure assets was last undertaken by WSP as at 30 June 2022. The valuation basis is optimised replacement cost, which is in accordance with generally accepted accounting practices.

Water Supply Prospective Statement of Capital Expenditure (Wellington Water Ltd (WWL))

		Annual Plan 30 June \$000's
Greytown Water Treatment Plant Upgrade	Wellington Water is upgrading the water treatment facilities at Soldiers' Memorial Park on Kuratawhiti Street to increase the resilience of Greytown's drinking water supply.	2,767
Tauwharenikau pipeline	Wellington Water is in the early stages of a key project to upgrade the pipeline that crosses the Tauwharenikau River.	908
District water supply renewals and upgrades	A renewals package of work for Featherston water mains network. Continual improvements for the Waiohine Water treatment plant	95
TOTAL		3,770

Water Supply performance measures

Service Level	Key Performance Indicators	Performance Targets (for the Financial Year)		How it will be measured
		Target 2022/23	Target 2023/24	
Potable water demand	The average consumption of drinking water per day per resident within the territorial authority	<400 Lt	< 400Lt	Council records
The Council provides reliable and safe drinking water supplies	Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	100%	100%	Council records
The water provided is safe to drink	Water supply systems comply with Ministry of Health Drinking Water Standards - Bacteriological	Yes	Yes	Council records
	Water supply systems comply with Ministry of Health Drinking Water Standards - Protozoa	Yes	Yes	Council records
Meeting customer expectations	Number of complaints about the wastewater odour, system faults, blockages, and supplier responsiveness, expressed per 1000 connections*	<30	<30	Council records
Fault response times where the local authority attends a call-out in response to a fault or unplanned interruption to its networked reticulation system	Ratepayers and residents satisfied with level of service for water	75%	80%	Customer survey
	Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site: · in < 1 hour · median response time measured	80%	85%	Council records
	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: · in <8 hours · median response time measured	90%	90%	Council records
	Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site: · in < 2 working days · median response time measured	80%	85%	Council records
	Resolution of non-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: · in < 5 working days · median response time measured	80%	85%	Council records
There is adequate water for urban fire fighting	Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	Council records
Maintenance of the reticulation network	The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<30%	<30%	Council records

Wastewater

Overview and Purpose

Council provides and maintains wastewater services to properties in the district. This does not include single premises that have their own septic tanks. Council aims to collect, treat and dispose of wastewater from the urban areas of Featherston, Greytown, Martinborough and Lake Ferry to provide public health protection with minimal effects on the environment.

Council's responsibilities include the duty under the Health Act 1956 (as at 2022) to improve, promote and protect public health within the district. This means that Council has an obligation to identify where such a wastewater service is required and to either provide it directly itself or maintain an overview of the supply if it is provided by others.

Activities summary

We will continue to deliver services including:

- Four wastewater systems and approximately 4,365 serviced pans and 286 properties that are serviceable.
- Featherston Wastewater Treatment Plant oxidation pond effluent is treated through ultraviolet disinfection and is discharged via a trough into an open channel that flows into Donald's Creek and then down to Wairarapa Moana. This is not sustainable, and we are working closely with WWL, industry wastewater experts, key stakeholders, iwi and the wider community to identify the best long-term solution for our community and environment.
- Greytown Wastewater Treatment Plant oxidation ponds are located at the end of Pā Road and effluent discharges into the Pāpāwai Stream. The Pāpāwai Stream flows into the Ruamāhanga River some 1,500 metres downstream of the effluent discharge point. Council has purchased 116ha of farmland adjacent to the current Pāpāwai site as part of the consent process to irrigate wastewater to land. Ultraviolet disinfection was commissioned in 2020 and irrigation to 30 ha of this land to eliminate discharges to water during low-flow conditions has been commissioned. The Council plans to discharge 100% of wastewater to land by 2041.
- Martinborough wastewater flows by gravity from individual connections through the mains to a single oxidation pond. The effluent is then disinfected with ultra-violet treatment and discharged via an outlet structure into the Ruamāhanga River, except in low-flow conditions when the treated effluent is irrigated to 6ha of land adjacent to the plant. Council's goal is to discharge 100% of wastewater to land by 2041.
- Lake Ferry's small community system services properties that retain onsite septic tank systems. The effluent from the septic tanks is either pumped or gravitated depending upon the location to central pump station and then to a centralised treatment plant and disposal field east of the settlement.

Key activities for Wastewater in 2023/24

Council has included an ambitious capital programme for this Annual Plan to respond to the challenges of past underinvestment and earlier-than-expected failure of infrastructure. This necessary investment has materially increased the costs of providing wastewater services.

Assets

Existing assets

- Four wastewater treatment plants and associated disposal fields and treatment assets (Greytown, Martinborough, Featherston and Lake Ferry)
- Underground pipe network maintenance: Featherston 25km; Greytown 20km; Martinborough 20km; Lake Ferry 3km.

Asset valuations

Valuation of the wastewater infrastructure assets was last undertaken by WSP as at 30 June 2022. The valuation basis is optimised replacement cost, which is in accordance with generally accepted accounting practices.

Wastewater Prospective Statement of Capital Expenditure (Wellington Water Ltd (WWL))

		Annual Plan 30 June \$000's
Featherston wastewater treatment plant (Business as usual)	On 1 May 2023, Wellington Water lodged an application for a new resource consent for the project with Greater Wellington on behalf of the South Wairarapa District Council. The current resource consent for the Featherston WWTP has expired and it is operating under an extension. The project's objective is to obtain a renewed consent.	898
Donald Street wastewater pump station upgrade	The Donald Street Pump Station has been identified as an asset in poor condition and is therefore in need of an upgrade to meet the increasing wastewater demands for the local catchment area. The project includes the renewal of the wet well and two upsized pumps as well as additional storage capacity to manage periods of high inflow.	898
District wastewater upgrades and renewals	This includes work on the Martinborough wastewater treatment plant and other major projects and upgrades with WWL	882
TOTAL		2,677

Wastewater performance measures

Service Level	Key Performance Indicators	Performance Targets (for the Financial Year)		How it will be measured
		Target 2022/23	Target 2023/24	
Council provides wastewater services that effectively collect and dispose of wastewater	Number of blockages per 1000 connections	<10	<10	Council records
	Ratepayers and residents' satisfaction with wastewater services	57%	60%	Customer survey
	Number of dry weather sewerage overflows per 1000 connections	<10	<10	Breach of Consent
	Attendance time: from notification to arrival on site: <ul style="list-style-type: none"> in <1 hr median response time measured 	75%	80%	Council records
	Resolution time: from notification to resolution of fault: <ul style="list-style-type: none"> in < 4 hours median response time measured 	80%	85%	Council records
Wastewater disposal does not create any smells, spill or health issues and causes minimal impact on the natural environment	% of resource consent conditions complied with to mainly complying or better*	90%	90%	Council records
	No. of abatement notices	<2	<2	Council records
	No. of infringement notices	0	0	Council records
	No. of enforcement notices	0	0	Council records
	No. of convictions	0	0	Council records
	No. of complaints per 1000 connections received about sewage odour	< 15	< 15	Council records
	No. of complaints per 1000 connections received about sewage system faults	< 15	< 15	Council records
	No. of complaints per 1000 connections received about sewage system blockages	< 15	< 15	Council records
	No. of complaints per 1000 connections received about the response to issues with sewage	< 15	< 15	Council records
Proportion of urgent wastewater service requests responded to within 6 hours of notification	95%	95%	Council records	

Stormwater Drainage

Overview and purpose

Council provides and maintains stormwater drainage assets, and the requirements for these assets when provided by others.

Council's responsibilities include an obligation to identify where a public stormwater management service is required and to either provide it directly or maintain an overview when it is provided by others.

The potential negative effects associated with this activity and ways we mitigate these effects are as follows.

- If our stormwater systems are not properly maintained and upgraded, flooding and contamination may impact the wellbeing of ratepayers and their dwellings, as well as the profitability of local businesses. We are investing in preventative maintenance and investigations to inform future investment strategies.

Activities summary

We will continue to deliver services including:

- a primary stormwater system; and
- a secondary stormwater system.

Many of the urban areas are not provided with secondary stormwater flow-paths. The provision of secondary stormwater flow-paths is a relatively recent practice in New Zealand. Secondary flow-paths are generally provided at the time of subdivision as the subsequent provision of secondary stormwater flow-paths is usually technically difficult and expensive.

Council aims, over the long term, to provide protection of properties in all urban areas and to ensure stormwater is contained in channels, pipes and structures to direct the flow in a controlled manner across Council-owned/vested land to a waterway or other suitable discharge points.

Council's policy is that unused stormwater from the roofs of all buildings is disposed of onsite through appropriate means.

Although Council does not maintain an extensive stormwater network, the impacts and performance of the assets we do have are coming under increasing scrutiny to address flooding and quality issues. In our Annual Plan we recognise this as we have provided for activities around modelling, consenting and pipe renewals.

Stormwater Prospective Statement of Capital Expenditure (Wellington Water Ltd (WWL))

		Annual Plan 30 June \$000's
Reticulation	<ul style="list-style-type: none">• Reticulation upgrades and renewals	137

Stormwater performance measures

Service Level	Key Performance Indicators	Performance Targets (for the Financial Year)		How it will be measured
		Target 2022/23	Target 2023/24	
Stormwater drains are well operated and maintained by the Council	% of ratepayers and residents satisfied with stormwater drains	59%	60%	Customer survey
	% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	95%	Council records
	No. of flooding events	0	0	Council records
	No. of habitable floors affected per flooding event per 1000 properties connected	0	0	Council records
Consent Compliance	No. of abatement notices	0	0	Council records
	No. of infringement notices	0	0	Council records
	No. of enforcement notices	0	0	Council Records
	No. of convictions	0	0	Council Records
	Median response time to flooding events (Notification to personnel reaching site in hrs)	3	3	Council Records
	No. of complaints about stormwater per 1000 properties connected	0	0	Council records

Part 3: Financial Statements
NGĀ PŪRONGO PŪTEA

Part 3: Financial Information and Statements

Prospective Statement of Comprehensive Revenue and Expenses for the Year Ending 30 June 2024

Prospective Statement of Comprehensive Revenue and Expense for the Year Ending 30 June 2024				
Annual Plan 2022/2023 \$000		Annual Plan 2023/2024 \$000	LTP Year 3 2023/2024 \$000	Change from LTP Year 3 \$000
	Operating Revenue			
21,342	Rates & rates penalties	25,566	22,352	3,215
3,089	Waka Kotahi subsidy	3,294	3,749	(455)
2,203	Fees & licences	1,896	1,678	218
1,378	Contributions	1,483	1,413	69
790	Rental income	784	739	44
674	User levies	761	828	(66)
252	Interest	431	254	177
55	Grants, subsidies, and donations	808	4	804
77	Miscellaneous revenue	187	99	88
91	Petrol tax	101	94	6
85	Commissions	82	84	(3)
30,037	Total operating revenue	35,392	31,294	4,098
	Operating Costs			
7,530	Community Facilities and Services	9,074	7,626	1,449
6,152	Land Transport	7,235	6,691	544
4,342	Water Supply	4,920	4,035	886
2,952	Wastewater	4,860	2,516	2,344
3,185	Planning and Regulatory Services	3,762	3,331	432
2,221	Governance	2,713	2,163	550
615	Stormwater Drainage	714	433	281
28	Bad debts	25	22	3
27,026	Total operating costs	33,303	26,816	6,487
3,011	Total Operating Surplus/(Deficit)	2,089	4,478	(2,389)
-	Assets vesting in Council	-	-	-
413	Gain on investment revaluations	485	301	184
3,423	Total Surplus/(Deficit) after tax	2,574	4,779	(2,205)
	Note: Operating costs include the following expenses:			
5,412	Depreciation & amortisation	5,805	5,625	181
722	Interest	945	891	54

Prospective Statement of Changes in Equity for the Year Ending 30 June 2024

Prospective Statement of Changes in Net Assets/Equity for the Year Ending 30 June 2024			
Annual Plan 2022/2023 \$000		Annual Plan 2023/2024 \$000	LTP Year 3 2023/2024 \$000
	Equity at 1 July		
158,009	Public Equity	167,194	154,521
29,128	Special Separate and Trust Funds	32,089	33,261
321,633	Asset Revaluation Reserve	368,873	303,647
0	Other Reserves	0	0
508,771	Total equity at 1 July	568,156	491,430
3,423	Total Surplus/(Deficit) after tax	2,574	4,779
-	Asset Revaluation	32,864	43,828
3,423		35,438	48,607
	Equity at 30 June		
161,432	Public Equity	169,321	153,933
32,559	Special Separate and Trust Funds	32,536	38,629
321,633	Asset Revaluation Reserve	401,737	347,475
0	Other Reserves	0	0
515,625	Total equity at 30 June	603,594	540,037

Prospective Statement of Financial Position for the Year Ending 30 June 2024

Prospective Statement of Financial Position as at 30 June 2024			
Annual Plan 2022/2023 \$000		Annual Plan 2023/2024 \$000	LTP Year 3 2023/2024 \$000
ASSETS			
Current assets			
(366)	Cash and cash equivalents	1,070	(223)
12,616	Investments	11,460	18,123
3,332	Debtors and other receivables	2,614	2,300
46	Inventories	42	54
-	Non-current assets held for sale	-	-
15,627	Total current assets	15,186	20,255
Non-current assets			
725	Investments	935	323
15,152	Investment properties	16,655	12,337
-	Properties intended for sale	-	-
137	Intangible assets	292	508
522,405	Property, plant, and equipment	608,100	549,506
538,418	Total non-current assets	625,981	562,674
554,046	TOTAL ASSETS	641,167	582,929
LIABILITIES AND EQUITY			
Current liabilities			
4,795	Creditors and other payables	4,029	3,655
468	Employee entitlements	519	404
-	Public Debt - Current Portion	2,471	-
34	Provisions - Current Portion	34	35
5,297	Total current liabilities	7,052	4,093
Non-current liabilities			
32,742	Public Debt - Non Current Portion	30,206	38,391
381	Provisions - Non Current Portion	315	408
33,124	Total non-current liabilities	30,521	38,799
Equity			
161,432	Public equity	169,321	153,933
32,559	Restricted reserves and trust funds	32,536	38,629
321,633	Asset revaluation reserve	401,737	347,475
0	Other reserves	0	0
515,625	Total equity	603,594	540,037
554,046	TOTAL LIABILITIES AND EQUITY	641,167	582,929

Prospective Cash Flow Statement for the Year Ending 30 June 2024

Prospective Statement of Cash Flows for the Year Ended 30 June 2024				
Annual Plan 2022/2023 \$000		Annual Plan 2023/2024 \$000	LTP Year 3 2023/2024 \$000	Change from LTP Year 3 \$000
CASH FLOWS FROM OPERATING ACTIVITIES				
Cash received from:				
21,342	Receipts from rates revenue	25,566	22,352	3,215
3,144	Government grants & subsidies	4,102	5,166	(1,065)
91	Petrol tax	101	94	6
5,207	Other revenue	5,192	3,428	1,764
4,969	Regional Council rates	5,565	4,969	597
252	Interest on investments	431	254	177
35,005		40,957	36,263	4,695
Cash applied to:				
21,851	Payments to suppliers & employees	26,528	19,999	6,529
4,969	Regional Council rates	5,565	4,969	597
722	Interest paid	945	891	54
27,542		33,039	25,859	7,180
7,464	Net cash flow from operating activities	7,918	10,404	(2,485)
CASH FLOWS FROM INVESTING ACTIVITIES				
Cash received from:				
-	Sale of property, plant, & equipment	-	-	-
543	Term investments, loan redemption deposits, & shares	354	-	354
543		354	-	354
Cash applied to:				
11,314	Purchase of property, plant, & equipment	11,077	12,631	(1,554)
1,641	Term investments, loan redemption deposits, & shares	679	1,833	(1,153)
12,955		11,756	14,463	(2,707)
(12,412)	Net cash flow from investing activities	(11,402)	(14,463)	3,061
CASH FLOWS FROM FINANCING ACTIVITIES				
Cash received from:				
5,329	Drawdown of public debt	1,967	6,049	(4,082)
5,329		1,967	6,049	(4,082)
Cash applied to:				
-	Repayment of public debt	-	-	-
5,329	Net cash flow from financing activities	1,967	6,049	(4,082)
381	Net increase/(decrease) in cash held	(1,516)	1,989	(3,506)
2,781	Add cash at start of year (1 July)	13,732	5,050	8,682
3,162	Balance at end of year (30 June)	12,216	7,039	5,176
REPRESENTED BY:				
(366)	Cash and cash equivalents	1,070	(223)	1,293
3,528	Short-term investments	11,145	7,262	3,883
3,162		12,216	7,039	5,176

Prospective Schedule of Capital Expenditure

Prospective Schedule of Capital Expenditure for the Year Ending 30 June 2024

Total Capital Expenditure LTP Year 1 2022/2023 \$000	Main Purpose of Capital Expenditure	Carried Forward Capital Budget LTP Year 1 2022/2023 \$000	New Capital Expenditure Annual Plan 2023/2024 \$000	Total Capital Expenditure Annual Plan 2023/2024 \$000	Total Capital Expenditure LTP Year 2 2023/2024 \$000
Finance and Corporate Services					
5	Council offices	250	5	255	5
12	Furniture	-	13	13	12
10	GIS	-	11	11	10
20	Intangible	20	-	20	-
50	IT hardware	-	90	90	51
128	IT software	-	54	54	60
140	Motor vehicles	-	-	-	61
10	Office equipment	-	11	11	10
375		270	183	454	210
Community Facilities and Services					
15	Campgrounds	178	16	194	15
310	Cemeteries	232	38	270	36
1,250	Community buildings	1,330	182	1,512	20
60	Community housing	135	167	302	61
20	Investment buildings	-	133	133	20
110	Library books	-	149	149	112
120	Parks & reserves	897	426	1,323	1,613
100	Playgrounds	-	54	54	51
50	Swimming pools	190	54	244	51
50	Toilets	-	54	54	51
30	Transfer station renewals	-	-	-	10
2,115		2,962	1,272	4,234	2,042
Planning and Regulatory Services					
100	Dog pound	-	1	1	-
14	IT hardware	6	4	10	4
15	IT software	-	-	-	1
140	Liquefaction modelling for building regulations	127	-	127	-
200	Combined District Plan	-	215	215	204
265	Spatial Plan	252	140	392	123
734		385	360	745	332

Prospective Schedule of Capital Expenditure (cont.)

Prospective Schedule of Capital Expenditure for the Year Ending 30 June 2024						
Total Capital Expenditure LTP Year 1 2022/2023 \$000	Main Purpose of Capital Expenditure	Carried Forward Capital Budget LTP Year 1 2022/2023 \$000	New Capital Expenditure Annual Plan 2023/2024 \$000	Total Capital Expenditure Annual Plan 2023/2024 \$000	Total Capital Expenditure LTP Year 2 2023/2024 \$000	
Land Transport						
-	Bridges	Renewal	-	-	-	
167	Drainage	Renewal	42	171	171	
400	Footpath additions	Growth	-	-	410	
127	Footpath renewals	Renewal	-	130	130	
1,210	Other minor works	Improve	-	632	704	
245	Rehabilitation	Renewal	74	250	251	
846	Reseals	Renewal	60	804	805	
405	Road metalling	Renewal	26	421	415	
-	Road to Zero	Renewal	-	160	-	
285	Signs, guardrails, & safety	Improve	-	46	289	
128	Structures	Renewal	74	140	132	
52	Traffic services	Renewal	-	51	53	
3,866			276	2,805	3,081	
Water Supply						
22	Consents, models, & plans	Improve	-	-	51	
-	Infrastructure upgrades	Improve	1,540	2,767	-	
358	Infrastructure renewals	Renewal	-	908	376	
-	Smart meters	Improve	-	-	1,027	
-	Water supply & treatment - Featherston	Improve	-	-	100	
1,458	Water supply & treatment - Greytown	-	-	-	-	
497	Water supply & treatment - Martinborough	Growth	-	95	444	
2,334			1,540	3,770	1,998	
Wastewater						
227	Consents, models, & plans	Renewal	-	898	-	
108	Health & safety upgrades	Improve	-	-	111	
-	Infrastructure upgrades	-	-	-	-	
329	Infrastructure renewals	Renewal	-	354	568	
1,800	Wastewater treatment & disposal - Featherston	Improve	-	898	1,027	
308	Wastewater treatment & disposal - Greytown	Growth	-	32	60	
108	Wastewater treatment & disposal - Martinborough	Improve	-	496	277	
2,879			-	2,677	2,043	
Stormwater Drainage						
11	Consents, models, & plans	Renewal	-	-	-	
-	Stormwater upgrades	Improve	-	95	-	
-	Stormwater renewals	Renewal	-	42	-	
-	Water races	Renewal	-	-	-	
11			-	137	-	
12,314	Total Capital Expenditure		5,434	11,205	9,985	

Funding Impact Statement

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

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

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

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

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

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

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

The method and impact of both general and targeted rates is covered in the 'Rating System' section that follows on page 79.

Prospective Funding Impact Statement for the year ending 30 June 2024
Whole of Council

Prospective Funding Impact Statement - Whole of Council for the Year Ending 30 June 2024			
	Annual Plan 2022/2023 \$000	LTP Year 3 2023/2024 \$000	Annual Plan 2023/2024 \$000
Sources of operating funding			
General rates, Uniform Annual General charges, rates penalties	13,473	14,158	13,497
Targeted rates	6,548	7,475	12,047
Subsidies and grants for operating purposes	1,463	1,580	2,191
Fees and charges	2,039	2,168	2,473
Interest and dividends from investments	109	139	431
Local authorities fuel tax, fines, infringement fees, and other receipts	1,150	1,218	1,336
Total operating funding (A)	24,782	26,738	31,975
Applications of operating funding			
Payments to staff and suppliers	18,718	20,057	26,523
Finance costs	614	745	945
Other operating funding applications	-	-	-
Total applications of operating funding (B)	19,332	20,802	27,468
Surplus /(deficit) of operating funding (A-B)	5,450	5,936	4,507
Sources of capital funding			
Subsidies and grants for capital expenditure	2,307	1,937	1,911
Development and financial contributions	900	951	1,013
Increase/(decrease) in debt	7,503	2,600	1,967
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	397	427	470
Other dedicated funding	-	-	-
Total capital funding (C)	11,107	5,915	5,360
Applications of capital funding			
- to meet additional demand	1,175	2,607	555
- to improve the level of service	6,494	3,840	5,264
- to replace existing assets	4,645	3,538	5,386
Increase/(decrease) in reserves	4,243	1,866	(1,337)
Total applications of capital funding (D)	16,557	11,851	9,868
Surplus/(deficit) of capital (C-D)	(5,450)	(5,936)	(4,507)
Funding balance (A-B)+(C-D)	-	-	-

Prospective Funding Impact Statement for the year ending 30 June 2024
Finance and Corporate Support

Prospective Funding Impact Statement - Finance and Corporate Support for the Year Ending 30 June 2024			
	LTP Year 2 2022/2023 \$000	LTP Year 3 2023/2024 \$000	Annual Plan 2023/2024 \$000
Sources of operating funding			
General rates, Uniform Annual General charges, rates penalties	442	446	350
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and charges	-	-	-
Interest and dividends from investments	-	-	-
Internal charges and overheads recovered	3,074	3,330	4,762
Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	-
Total operating funding (A)	3,516	3,776	5,112
Applications of operating funding			
Payments to staff and suppliers	2,948	3,187	4,570
Finance costs	-	-	38
Internal charges and overheads	-	-	-
Other operating funding applications	-	-	-
Total applications of operating funding (B)	2,948	3,187	4,608
Surplus /(deficit) of operating funding (A-B)	568	589	504
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase/(decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated funding	-	-	-
Total capital funding (C)	-	-	-
Applications of capital funding			
- to meet additional demand	-	-	-
- to improve the level of service	9	-	-
- to replace existing assets	201	205	183
Increase/(decrease) in reserves	358	383	320
Total applications of capital funding (D)	568	589	504
Surplus/(deficit) of capital (C-D)	(568)	(589)	(504)
Funding balance (A-B)+(C-D)	-	-	-

Prospective Funding Impact Statement for the year ending 30 June 2024
 Governance, Leadership and Advocacy

Prospective Funding Impact Statement - Governance, Leadership and Advocacy for the Year Ending 30 June 2024			
	LTP Year 2 2022/2023 \$000	LTP Year 3 2023/2024 \$000	Annual Plan 2023/2024 \$000
Sources of operating funding			
General rates, Uniform Annual General charges, rates penalties	2,416	2,356	2,523
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	110
Fees and charges	-	-	-
Interest and dividends from investments	9	16	27
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	7	7	7
Total operating funding (A)	2,432	2,379	2,667
Applications of operating funding			
Payments to staff and suppliers	1,450	1,358	1,688
Finance costs	-	-	-
Internal charges and overheads	773	805	1,025
Other operating funding applications	-	-	-
Total applications of operating funding (B)	2,223	2,163	2,713
Surplus /(deficit) of operating funding (A-B)	209	216	(46)
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase/(decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated funding	-	-	-
Total capital funding (C)	-	-	-
Applications of capital funding			
- to meet additional demand	-	-	-
- to improve the level of service	123	136	-
- to replace existing assets	204	209	-
Increase/(decrease) in reserves	(118)	(129)	(46)
Total applications of capital funding (D)	209	216	(46)
Surplus/(deficit) of capital (C-D)	(209)	(216)	46
Funding balance (A-B)+(C-D)	-	-	-

Prospective Funding Impact Statement - Land Transport for the Year Ending 30 June 2024			
	LTP Year 2 2022/2023 \$000	LTP Year 3 2023/2024 \$000	Annual Plan 2023/2024 \$000
Sources of operating funding			
General rates, Uniform Annual General charges, rates penalties	3,826	4,055	4,914
Targeted rates	-	-	-
Subsidies and grants for operating purposes	1,576	1,631	1,531
Fees and charges	-	-	-
Interest and dividends from investments	27	49	83
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	150	154	228
Total operating funding (A)	5,578	5,889	6,757
Applications of operating funding			
Payments to staff and suppliers	3,351	3,507	3,719
Finance costs	37	37	57
Internal charges and overheads	309	334	727
Other operating funding applications	-	-	-
Total applications of operating funding (B)	3,696	3,878	4,502
Surplus /(deficit) of operating funding (A-B)	1,882	2,010	2,254
Sources of capital funding			
Subsidies and grants for capital expenditure	1,894	2,118	1,763
Development and financial contributions	-	-	-
Increase/(decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	427	439	470
Other dedicated funding	-	-	-
Total capital funding (C)	2,321	2,558	2,233
Applications of capital funding			
- to meet additional demand	410	419	46
- to improve the level of service	993	1,164	792
- to replace existing assets	1,957	2,001	1,967
Increase/(decrease) in reserves	843	984	1,682
Total applications of capital funding (D)	4,203	4,568	4,487
Surplus/(deficit) of capital (C-D)	(1,882)	(2,010)	(2,254)
Funding balance (A-B)+(C-D)	-	-	-

Prospective Funding Impact Statement for the year ending 30 June 2024
 Planning and Regulatory Services

Prospective Funding Impact Statement - Planning and Regulatory Services for the Year Ending 30 June 2024			
	LTP Year 2 2022/2023 \$000	LTP Year 3 2023/2024 \$000	Annual Plan 2023/2024 \$000
Sources of operating funding			
General rates, Uniform Annual General charges, rates penalties	1,599	1,572	1,783
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and charges	1,722	1,773	1,872
Interest and dividends from investments	10	18	31
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	42	43	58
Total operating funding (A)	3,373	3,407	3,745
Applications of operating funding			
Payments to staff and suppliers	2,825	2,812	2,850
Finance costs	6	6	26
Internal charges and overheads	425	465	828
Other operating funding applications	-	-	-
Total applications of operating funding (B)	3,256	3,282	3,704
Surplus /(deficit) of operating funding (A-B)	118	125	41
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	582	595	613
Increase/(decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated funding	-	-	-
Total capital funding (C)	582	595	613
Applications of capital funding			
- to meet additional demand	-	-	-
- to improve the level of service	1	1	141
- to replace existing assets	4	4	219
Increase/(decrease) in reserves	694	715	293
Total applications of capital funding (D)	699	720	654
Surplus/(deficit) of capital (C-D)	(118)	(125)	(41)
Funding balance (A-B)+(C-D)	-	-	-

Prospective Funding Impact Statement - Community Facilities and Services for the Year Ending 30 June 2024			
	LTP Year 2 2022/2023 \$000	LTP Year 3 2023/2024 \$000	Annual Plan 2023/2024 \$000
Sources of operating funding			
General rates, Uniform Annual General charges, rates penalties	5,453	5,738	3,302
Targeted rates	820	836	3,882
Subsidies and grants for operating purposes	4	4	50
Fees and charges	358	367	430
Interest and dividends from investments	35	64	109
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	741	759	823
Total operating funding (A)	7,411	7,769	8,597
Applications of operating funding			
Payments to staff and suppliers	5,744	5,911	6,832
Finance costs	112	115	147
Internal charges and overheads	821	860	1,342
Other operating funding applications	-	-	-
Total applications of operating funding (B)	6,677	6,887	8,322
Surplus /(deficit) of operating funding (A-B)	734	882	275
Sources of capital funding			
Subsidies and grants for capital expenditure	42	43	148
Development and financial contributions	-	-	-
Increase/(decrease) in debt	-	-	214
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated funding	-	-	-
Total capital funding (C)	42	43	362
Applications of capital funding			
- to meet additional demand	1,532	-	351
- to improve the level of service	61	52	54
- to replace existing assets	449	604	868
Increase/(decrease) in reserves	(1,266)	269	(635)
Total applications of capital funding (D)	776	925	637
Surplus/(deficit) of capital (C-D)	(734)	(882)	(275)
Funding balance (A-B)+(C-D)	-	-	-

Prospective Funding Impact Statement for the year ending 30 June 2024
Stormwater Drainage

Prospective Funding Impact Statement - Stormwater Drainage for the Year Ending 30 June 2024			
	LTP Year 2 2022/2023 \$000	LTP Year 3 2023/2024 \$000	Annual Plan 2023/2024 \$000
Sources of operating funding			
General rates, Uniform Annual General charges, rates penalties	422	433	624
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and charges	-	-	-
Interest and dividends from investments	2	4	7
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	2	2	2
Total operating funding (A)	426	439	633
Applications of operating funding			
Payments to staff and suppliers	262	246	346
Finance costs	-	26	-
Internal charges and overheads	38	39	60
Other operating funding applications	-	-	-
Total applications of operating funding (B)	300	311	406
Surplus /(deficit) of operating funding (A-B)	126	128	227
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase/(decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated funding	-	-	-
Total capital funding (C)	-	-	-
Applications of capital funding			
- to meet additional demand	-	-	32
- to improve the level of service	-	1,052	63
- to replace existing assets	-	-	42
Increase/(decrease) in reserves	126	(924)	90
Total applications of capital funding (D)	126	128	227
Surplus/(deficit) of capital (C-D)	(126)	(128)	(227)
Funding balance (A-B)+(C-D)	-	-	-

Wastewater

Prospective Funding Impact Statement - Wastewater for the Year Ending 30 June 2024			
	LTP Year 2 2022/2023 \$000	LTP Year 3 2023/2024 \$000	Annual Plan 2023/2024 \$000
Sources of operating funding			
General rates, Uniform Annual General charges, rates penalties	-	-	-
Targeted rates	2,939	2,894	3,795
Subsidies and grants for operating purposes	-	-	500
Fees and charges	-	-	34
Interest and dividends from investments	32	59	100
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	258	265	200
Total operating funding (A)	3,230	3,218	4,628
Applications of operating funding			
Payments to staff and suppliers	1,344	1,235	3,190
Finance costs	481	507	602
Internal charges and overheads	128	120	340
Other operating funding applications	-	-	-
Total applications of operating funding (B)	1,954	1,862	4,132
Surplus /(deficit) of operating funding (A-B)	1,276	1,355	496
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	211	216	229
Increase/(decrease) in debt	1,027	1,052	950
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated funding	-	-	-
Total capital funding (C)	1,238	1,268	1,179
Applications of capital funding			
- to meet additional demand	222	-	32
- to improve the level of service	1,475	1,736	1,447
- to replace existing assets	346	362	1,199
Increase/(decrease) in reserves	471	525	(1,002)
Total applications of capital funding (D)	2,514	2,624	1,675
Surplus/(deficit) of capital (C-D)	(1,276)	(1,355)	(496)
Funding balance (A-B)+(C-D)	-	-	-

Prospective Funding Impact Statement for the year ending 30 June 2024
Water Supply

Prospective Funding Impact Statement - Water Supply for the Year Ending 30 June 2024			
	LTP Year 2 2022/2023 \$000	LTP Year 3 2023/2024 \$000	Annual Plan 2023/2024 \$000
Sources of operating funding			
General rates, Uniform Annual General charges, rates penalties	-	-	-
Targeted rates	3,716	3,999	4,370
Subsidies and grants for operating purposes	-	-	-
Fees and charges	88	90	137
Interest and dividends from investments	24	43	74
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	19	19	19
Total operating funding (A)	3,846	4,152	4,600
Applications of operating funding			
Payments to staff and suppliers	2,508	2,518	3,328
Finance costs	109	202	75
Internal charges and overheads	206	211	440
Other operating funding applications	-	-	-
Total applications of operating funding (B)	2,822	2,932	3,843
Surplus /(deficit) of operating funding (A-B)	1,024	1,220	756
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	158	162	171
Increase/(decrease) in debt	1,573	3,892	803
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated funding	-	-	-
Total capital funding (C)	1,732	4,055	974
Applications of capital funding			
- to meet additional demand	444	2,840	95
- to improve the level of service	1,178	1,150	2,767
- to replace existing assets	376	393	908
Increase/(decrease) in reserves	758	891	(2,040)
Total applications of capital funding (D)	2,755	5,275	1,730
Surplus/(deficit) of capital (C-D)	(1,024)	(1,220)	(756)
Funding balance (A-B)+(C-D)	-	-	-

Prospective Statement of Special and Separate Funds for the Year Ending 30 June 2024

The Council maintains funds reserves as a sub-part of its equity. Schedule 10, clause 21 of the Local Government Act 2002 requires certain information to be included in the Annual Plan about these reserves. The Act defines reserve funds as 'money set aside by a local authority for a specific purpose'. Reserves are part of equity, which may or may not be physically backed by cash/investments. Reserves are often used to separate a funding surplus of an activity. The Council lists specific reserves below:

	Opening Balance \$000	Transfers In \$000	Transfers Out \$000	Closing Balance \$000
Discretionary Reserves				
District Property Reserve				
To be used for Town Centre Development	247	989	999	236
Disaster Recovery Reserve	20	10	-	30
Community Board Reserves				
Community Board funds	123	-	-	123
Restricted Reserves				
To provide for the acquisition and development of reserves and open spaces in response to the needs arising from subdivision and development, to protect conservation values.	2,798	613	351	3,060
To provide opportunities for public access to and along water bodies, to provide recreational opportunities near water bodies				
Water Race Reserves				
Featherston/Longwood Water race	21	74	74	21
Moroa	314	80	80	314
Trusts				
Campground Memorial:	7	-	-	7
Pain Farm	148	113	118	143
Maintaining and improving the Borough's parks, sports grounds, camping ground, swimming baths, providing and maintaining sports facilities and a children's playground.				
Infrastructure Contributions				
To provide a potable water supply, to safeguard the health of inhabitants and protect the natural environment for inappropriate disposal of sewage, to prevent damage to property or amenity from the indiscriminate and uncontrolled runoff of Stormwater, to ensure sufficient water is available for fire fighting purposes.	3,404	870	686	3,587
To provide for the safe and convenient movement on roads of				
Combined District Plan and Spatial Plan Reserves				
To spread the costs of the Combined District Plan over the life of the plan	264	60	215	108
To spread the costs of the Spatial Plan over the life of the plan	(19)	133	140	(26)
Loan Redemption Reserve				
To cover loan principal repayments	10,466	679	-	11,145
Depreciation Reserves				
To fund new capital projects	13,314	5,336	5,944	12,706
Martinborough Town Hall Reserve				
Waiyinga Centre Project	22	-	-	22
Rural Roding Reserve				
Rural Roding	1,253	300	-	1,553
Housing Reserve				
Housing	(282)	266	482	(498)
Maintenance Reserve				
To cover maintenance to buildings	(8)	33	21	3
Total Special and Separate Funds	32,089	9,556	9,110	32,536

Accounting Policies

Reporting Entity

South Wairarapa District Council (SWDC) is a territorial local body governed by the Local Government Act 2002 (LGA 2002 and Local Government Rating Act 2002) and is domiciled in New Zealand.

The SWDC is a separate legal entity and does not have any subsidiaries. The Council provides local infrastructure, local public services, and performs regulatory functions to the community. The Council does not operate to make a financial return.

The SWDC has designated itself as a public benefit entity (PBE) for the purpose of complying with generally accepted accounting practice.

The financial forecasts of the Council are for the financial years from 1 July 2023 to 30 June 2024 and comply with PBE standards. The financial forecasts were authorised for issue by Council on 28 June 2023. The Council is responsible for the prospective financial statements presented, including the appropriateness of the assumptions underlying the prospective financial statements and all other required disclosures.

Basis of Preparation

The prospective financial statements of the SWDC have been prepared in accordance with the requirements of the Local Government Act 2002, section 93 and Part 1 of schedule 10, and the information may not be appropriate for other purposes.

These prospective financial statements have been prepared in accordance with PBE standards of a Tier 2 entity as the Council does not have public accountability and is not large.

Statement of prospective financial information

The financial information contained in this document is a forecast for the purposes of PBE Financial Reporting Standard (FRS) 42. It has been prepared on the basis of assumptions as to future events that the Council reasonably expects to occur, associated with the actions it reasonably expects to take, as at the date the forecasts were prepared. The purpose for which it has been prepared is to enable the public to participate in the decision-making process as to the services to be provided by the Council to the community.

Council does not intend to update the prospective financial statements subsequent to the final presentation of the Annual Plan. It will however update the prospective financial statements relating to the financial year being considered within each subsequent Annual Plan to this Annual Plan.

The Annual Plan is in full compliance with PBE FRS 42.

The actual results achieved are likely to vary from the information presented. The variation may be material and will be dependent upon circumstances which arise during the forecast period.

The accounting policies set out below have been applied consistently to all periods presented in these prospective financial statements.

The financial statements have been prepared on a historical cost basis, except where modified by the revaluation of land and buildings, certain infrastructure assets, investment property, playground assets, library books and certain financial instruments.

The prospective financial statements are presented in New Zealand dollars and all values are rounded to the nearest thousand dollars (\$000). The functional currency of the SWDC is New Zealand dollars.

Changes in Accounting Policies

There have been no changes in accounting policies during the year.

Significant Accounting Policies

Revenue

Revenue is measured at the fair value of consideration received or receivable.

Rates Revenue

The following policies for rates have been applied:

General rates, targeted rates (excluding water-by-meter), and uniform annual general charges are set annually by a resolution from Council and relate to a financial year. All ratepayers are invoiced within the financial year to which the rates have been set. General rates, targeted rates (excluding water-by-meter), and uniform annual general charges are recognised when invoices are created.

Rates are a tax as they are payable under the Local Government Ratings Act 2002, and therefore meet the definition of non-exchange transactions.

Rates arising from late payment penalties are recognised as revenue when rates become overdue.

Revenue from water-by-meter rates is recognised on an accrual basis. Unbilled usage, as a result of unread meters at year end is accrued on an average usage basis.

Rates remissions are recognised as a reduction of rates revenue when the Council has received an application that satisfies its rates remission policy.

Rates collected on behalf of the Greater Wellington Regional Council (GWRC) are not recognised in the financial statements, apart from the Statement of Cash flows, as SWDC is acting as an agent for the GWRC.

Other Revenue

SWDC receives government grants from the New Zealand Transport Agency (Waka Kotahi) which subsidises part of SWDC's costs in maintaining the local roading infrastructure. The subsidies are recognised as revenue upon entitlement as conditions pertaining to eligible expenditure have been fulfilled.

Revenue from the rendering of services is recognised by reference to the stage of completion of the transaction at balance date, based on the actual service provided as a percentage of the total services to be provided.

Where a physical asset is acquired for nil or nominal consideration the fair value of the asset received is recognised as revenue. Assets vested in the SWDC are recognised as revenue when control over the asset is obtained.

Sales of goods are recognised when a product is sold to the customer. Sales are in cash. The recorded revenue is the gross amount of the sale.

Where revenue is derived by acting as an agent for another party, the revenue that is recognised is the commission or fee on the transaction.

Interest revenue is recognised using the effective interest method.

Financial Contributions

Financial contributions are recognised as revenue when the Council provides, or is able to provide, the service for which the contribution was charged. Otherwise, development contributions and financial contributions are recognised as liabilities until such time as the SWDC provides, or is able to provide, the service.

Borrowing Costs

Borrowing costs are recognised as an expense in the period in which they are incurred.

Grant Expenditure

Non-discretionary grants are those grants that are awarded if the grant application meets the specified criteria and are recognised as expenditure when an application that meets the specified criteria for the grant has been received.

Discretionary grants are those grants where SWDC has no obligation to award on receipt of the grant application and are recognised as expenditure when a successful applicant has been notified of the SWDC's decision.

Leases

Finance Leases

A finance lease is a lease that transfers to the lessee substantially all the risks and rewards incidental to ownership of an asset, whether or not title is eventually transferred.

At the commencement of the lease term, the SWDC recognises finance leases as assets and liabilities in the statement of financial position at the lower of the fair value of the leased item or the present value of the minimum lease payments.

The finance charge is charged to the statement of financial performance over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability.

The amount recognised as an asset is depreciated over its useful life. If there is no certainty as to whether the SWDC will obtain ownership at the end of the lease term, the asset is fully depreciated over the shorter of the lease term and its useful life.

Operating Leases

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset. Lease payments under an operating lease are recognised as an expense on a straight-line basis over the lease term.

Debtors and Other Receivables

Debtors and other receivables are initially measured at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment.

A provision for impairment of receivables is established when there is objective evidence that the SWDC will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted using the effective interest method.

Financial Assets

SWDC classifies its financial assets into the following categories: held-to-maturity investments and loans and receivables.

The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and re-evaluates this designation at every reporting date.

Financial assets and liabilities are initially measured at fair value plus transaction costs.

Purchases and sales of investments are recognised on trade-date, the date on which the SWDC commits to purchase or sell the asset. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the SWDC has transferred substantially all the risks and rewards of ownership.

The categories of financial assets are:

Loans and receivables

- » Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for maturities greater than 12 months after the balance date, which are included in non-current assets. SWDC's loans and receivables comprise terms deposits.

Held to maturity investments

- » Held to maturity investments are assets with fixed or determinable payments and fixed maturities that SWDC has the positive intention and ability to hold to maturity. They are included in current assets, except for maturities greater than 12 months after the balance date, which are included in non-current assets.

Fair value through other comprehensive revenue and expense.

- » Financial assets at fair value through other comprehensive revenue and expense are those that are designated into the category at initial recognition or are not classified in any of the other categories above. They are included in non-current assets unless management intends to dispose of, or realise, the investment within 12 months of balance date. The Council includes in this category:
 - » Investments that it intends to hold long-term, but which may be realised before maturity; and
 - » Shareholdings that it holds for strategic purposes.

These investments are measured at their fair value, with gains and losses recognised in other comprehensive revenue and expenses, except for impairment losses, which are recognised in the surplus or deficit.

On de-recognition, the cumulative gain or loss previously recognised in other comprehensive revenue and expense is reclassified from equity to the surplus or deficit.

Fair Value

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date. The quoted market price used is the current bid price.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. SWDC uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as discounted expected cash flows, are used to determine fair value for the remaining financial instruments.

Impairment of Financial Assets

Financial assets are assessed for objective evidence of impairment at each balance date. Impairment losses are recognised in the surplus or deficit.

Loans and other receivables, and held to maturity investments

Impairment is established when there is objective evidence that the SWDC will not be able to collect amounts due according to the original terms of the debt. Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, and default in payments are considered indicators that the asset is impaired. The amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted using the original effective interest rate. For debtors and other receivables, the carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectible, it is written off against the allowance account. Overdue receivables that have been renegotiated are reclassified as current (that is, not past due). Impairment in term deposits, local authority stock, government stock, and community loans, are recognised directly against the instruments carrying amount.

Financial assets at fair value through other comprehensive revenue and expense

For equity investments, a significant or prolonged decline in the fair value of the investment below its cost is considered objective evidence of impairment.

For debt investments, significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, and default in payments are considered objective indicators that the asset is impaired.

If impairment evidence exists for the investments at fair value through other comprehensive revenue and expense, the cumulative loss (measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in the surplus or deficit) recognised in other comprehensive revenue and expense is reclassified from equity to the surplus or deficit.

Equity instrument impairment losses recognised in the surplus or deficit are not reversed through the surplus or deficit.

If in a subsequent period the fair value of a debt instrument increases and the increase can be objectively related to an event occurring after the impairment loss was recognised, the impairment loss is reversed in the surplus or deficit.

Non-Current Assets Held for Sale

Non-current Assets held for sale are classified as held for sale if their carrying amount will be recovered through a sale transaction, not through continuing use. Non-current Assets held for sale are measured at the lower of their carrying amount and fair value less costs to sell.

Any impairment losses for write-downs of non-current assets held for sale are recognised in the statement of Comprehensive revenue and expense.

Any increases in fair value (less costs to sell) are recognised up to the level of any impairment losses that have previously been recognised.

Assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as held for sale. Interest and other expenses attributable to the liabilities of a disposal group classified as held for sale continue to be recognised.

Property, Plant and Equipment

Property, plant and equipment consist of:

Operational Assets

These include land, buildings, landfill post closure, library books, plant and equipment, and motor vehicles.

Restricted Assets

Restricted assets are parks and reserves owned by the SWDC which provide a benefit or service to the community and cannot be disposed of because of legal or other restrictions.

Infrastructure Assets

Infrastructure assets are the fixed utility systems owned by the SWDC. Each asset class includes all items that are required for the network to function, for example, sewer reticulation includes reticulation piping and sewer pump stations.

Heritage Assets

Heritage assets are assets owned by the SWDC that are of cultural or historical significance to the community and cannot be replaced due to the nature of the assets. Buildings recorded under the Historic Places Act 1993 have been recorded as heritage assets.

Property, plant and equipment is shown at cost or valuation, less accumulated depreciation and impairment losses.

Additions

The cost of an item of property, plant and equipment is recognised as an asset if, and only if, it is probable that future economic benefits or service potential associated with the item will flow to the SWDC and the cost of the item can be measured reliably.

Work in progress is recognised at cost less impairment and is not depreciated.

In most instances, an item of property, plant and equipment is recognised at cost. Where an asset is acquired at no cost or for nominal cost, it is recognised at fair value as at the date of acquisition.

Disposals

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount of the asset. Gains and losses on disposals are included in the statement of Comprehensive revenue and expense. When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to retained earnings.

Subsequent Costs

Costs incurred subsequent to initial acquisition are capitalised only when it is probable that future economic benefits or service potential associated with the item will flow to the SWDC and the cost of the item can be measured reliably.

The costs of day-to-day servicing of property, plant, and equipment are recognised in the surplus or deficit as they are incurred.

Depreciation

Depreciation is provided on a straight-line basis on all property, plant and equipment other than land (which also includes the landfill and water races), at rates that will write off the cost (or valuation) of the assets to their estimated residual values over their useful lives. The estimated useful economic lives of major classes of assets have been estimated as follows:

ASSET	ESTIMATED LIFE	PERCENTAGE
Buildings and Improvements	20 to 100 years	1% to 5%
Heritage assets	70 to 120 years	0.80% to 1.4%
Furniture and equipment	5 to 22 years	4.5% to 20%
Motor vehicles	5 years	20%
Library collections	7 years	14.3%
Roading*	1 to 100 years	1% to 100%
Bridges*	30 to 100 years	1% to 3.3%
Water infrastructure*	15 to 103 years	0.97% to 6.7%
Sewer infrastructure*	14 to 123 years	0.81 to 7.1%
Stormwater infrastructure*	60 to 100 years	1% to 1.7%
Parks and reserves	25 to 32 years	3.1% to 4%
Playground equipment*	5 to 20 Years	5% to 20%

In relation to infrastructural assets marked * (above), depreciation has been calculated at a componentry level based on the estimated remaining useful lives as assessed by Council’s engineers and independent registered valuers.

Land under roads and formation are not depreciated. A summary of these lives is detailed above.

The residual value and useful life of an asset is reviewed, and adjusted if applicable, at each financial year-end.

Revaluation

Land, buildings (operational and restricted), heritage assets, library books, and infrastructural assets (except land under roads) are revalued with sufficient regularity to ensure that their carrying amount does not differ materially from fair value and at least every three years. All other assets are carried at depreciated historical cost.

SWDC assesses the carrying values of its revalued assets annually to ensure that they do not differ materially from the assets’ fair values. If there is a material difference, then the off-cycle asset classes are revalued.

SWDC accounts for revaluations of property, plant and equipment on a class of asset basis.

The results of revaluing are credited or debited to an asset revaluation reserve for that class of asset. Where this results in a debit balance in the asset revaluation reserve, this balance is expensed in the statement of Comprehensive revenue and expense. Any subsequent increase on revaluation that off-sets a previous decrease in value recognised in the statement of financial performance will be recognised first in the statement of financial performance up to the amount previously expensed, and then credited to the revaluation reserve for that class of asset.

Those asset classes that are revalued are valued on a three yearly cycle on the basis described below. All other asset classes are carried at depreciated historical cost. The carrying values of revalued items are reviewed at each balance date to ensure that those values are not materially different to fair value.

Land and Buildings

An independent valuation is carried out to ascertain fair value as determined from market-based evidence. The most recent valuation was performed by Angela Scott (BBS (VPM), MPINZ), Trent Bellingham (B.Com Ag (VFM)) of QV Asset & Advisory, and the valuation is effective as at 30 June 2022.

Heritage assets are also included in this category. Additions are recorded at cost.

Infrastructure Assets

Infrastructure asset classes are roads, bridges and footpaths, water systems, wastewater (sewerage) systems and stormwater systems.

At fair value determined on a depreciated replacement cost basis by an independent valuer. At balance date the SWDC assesses the carrying values of its infrastructure assets to ensure that they do not differ materially from the assets' fair values. If there is a material difference, then the off-cycle asset classes are revalued. The most recent valuation was performed by John Vessey (BE (Civil), BA (Economics), FIPENZ (Civil), CPEng, and IntPE) of WSP on 30 June 2022.

Additions are recorded at cost.

Playground equipment

At fair value determined on a depreciated replacement cost basis by an independent valuer. At balance date the SWDC assesses the carrying values of its playground equipment to ensure that they do not differ materially from the assets' fair values. If there is a material difference, the off-cycle asset classes are revalued. The most recent valuation was performed by John Vessey (BE (Civil), BA (Economics), FIPENZ (Civil), CPEng, and IntPE) of WSP on 30 June 2021.

Additions are recorded at cost.

Vested Assets

At the actual costs or the current cost of providing identical services.

Library Collections

At depreciated replacement cost in accordance with the guidelines released by the New Zealand Library Association and the National Library of New Zealand in May 2002. Library valuations are performed by Brian Sherman (CMEngNZ, CPEng) of IAMC Consulting, and the valuation is effective as at 30 June 2020.

Assets Held for Sale

Assets held for sale are valued annually at the lower of carrying value and fair value less costs to sell. As at 30 June 2024 there are no assets held for sale. Assets held for sale are valued at the agreed sale price.

Intangible Assets

Software Acquisition and Development

Acquired computer software licences are capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs associated with maintaining computer software are recognised as an expense when incurred. Costs that are directly associated with the development of software for internal use are recognised as an intangible asset. Direct costs include the software development employee costs and an appropriate portion of relevant overheads.

Staff training costs are recognised as an expense when incurred.

Amortisation

The carrying value of an intangible asset with a finite life is amortised on a straight-line basis over its useful life. Amortisation begins when an asset is available for use and ceases at the date that the asset is derecognised. The amortisation charge for each period is recognised in the Statement of Comprehensive Revenue and Expense.

The useful lives and associated amortisation rates of major classes of intangible assets have been estimated as follows:

TANGIBLE ASSET	ASSET LIFE	AMORTISATION RATE
Computer software	5 years	20%

Investment Properties

Properties leased to third parties under operating leases are classified as investment property unless the property is held to meet service delivery objectives, rather than to earn rentals or for capital appreciation.

Investment property is measured initially at cost, including transaction costs.

After initial recognition, the SWDC measures all investment property at fair value as determined annually by an independent valuer.

Investment properties are valued annually at fair value as determined from market-based evidence by an independent valuer. The most recent valuation was performed by Jaime Benoit (B.App Sci (VFM, AG), MPINZ) of QV Asset & Advisory, and the valuation is effective as at 30 June 2021.

Gains and losses arising from a change in the fair value of investment property are recognised in the Statement of Comprehensive Revenue and Expense.

Impairment of Property, Plant, Equipment and Intangible Assets

Assets that have an indefinite useful life or not yet available for use, are not subject to amortisation and are tested annually for impairment. Assets that have a finite useful life are reviewed for impairment wherever events or changes in circumstances indicate that the carrying amount may not be recovered. When there is an indicator of impairment, the asset recoverable amount is estimated. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is the depreciated replacement cost for an asset where the future economic benefit or service potential of the asset is not primarily dependent on the asset's ability to generate net cash flows and where the entity would, if deprived of the asset, replace its remaining future economic benefits or service potential.

The value in use for cash-generating assets is the present value of expected future cash flows.

Cash-generating assets are those assets that are held with the primary objective of generating a commercial return.

If an asset's carrying amount exceeds its recoverable amount, the asset is impaired and the carrying amount is written down to the recoverable amount. For revalued assets the impairment loss is recognised against the revaluation reserve for that class of asset. Where that results in a debit balance in the revaluation reserve, the balance is recognised in the Statement of Comprehensive Revenue and Expense.

For assets not carried at a revalued amount, the total impairment loss is recognised in the Statement of Comprehensive Revenue and Expense.

The reversal of an impairment loss on a revalued asset is credited to the revaluation reserve. However, to the extent that an impairment loss for that class of asset was previously recognised in the statement of financial performance, a reversal of the impairment loss is also recognised in the Statement of Comprehensive Revenue and Expense.

For assets not carried at a revalued amount, the reversal of an impairment loss is recognised in the Statement of Comprehensive Revenue and Expense.

Creditors and Other Payables

Creditors and other payables are recorded at their face value.

Employee Entitlements

Short-term Employee Entitlements

Employee benefits that the SWDC expects to be settled within 12 months of balance date are measured at nominal values based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date, annual leave earned to, but not yet taken at balance date, long service leave entitlements expected to be settled within 12 months, and sick leave.

The SWDC recognises a liability for sick leave to the extent that absences in the coming year are expected to be greater than the sick leave entitlements earned in the coming year. The amount is calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent that the SWDC anticipates it will be used by staff to cover those future absences.

The SWDC recognises a liability and an expense for bonuses where contractually obliged or where there is a past practice that has created a constructive obligation.

Presentation of Employee Entitlements

Sick leave, annual leave, vested long service leave, and non-vested long service leave and retirement gratuities expected to be settled within 12 months of balance date, are classified as a current liability. All other employee entitlements are classified as a non-current liability.

Long-term Employee Entitlements

Superannuation Schemes

Obligations for contributions to KiwiSaver are accounted for as defined contribution superannuation schemes and are recognised as an expense in the statement of financial performance as incurred.

Provisions

The SWDC recognises a provision for future expenditure of uncertain amount or timing when there is a present obligation (either legal or constructive) as a result of a past event, it is probable that expenditures will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation. Provisions are not recognised for future operating losses.

Provisions are measured at the present value of the expenditures expected to be required to settle the obligation using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the obligation. The increase in the provision due to the passage of time is recognised as a finance cost expense.

Borrowings

Borrowings are initially recognised at their fair value net of transaction costs incurred. After initial recognition, all borrowings are measured at amortised cost using the effective interest method.

Borrowings are classified as current liabilities unless SWDC has an unconditional right to defer settlement of the liability for at least 12 months after the balance date or if the borrowings are expected to be settled after 12 months of the balance date.

Equity

Equity is the community's interest in the SWDC and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into a number of reserves.

The components of equity are:

- » Public equity – accumulated funds
- » Special reserves and trust funds
- » Asset revaluation reserves

Restricted and Council Created Reserves

Restricted reserves are a component of equity generally representing a particular use to which various parts of equity have been assigned. Reserves may be legally restricted or created by the SWDC.

Restricted reserves are those subject to specific conditions accepted as binding by the SWDC and which may not be revised by the SWDC without reference to the courts or a third party. Transfers from these reserves may be made only for certain specified purposes or when certain specified conditions are met.

Also included in restricted reserves are reserves restricted by Council decision. The Council may alter them without references to any third party or the courts. Transfers to and from these reserves are at the discretion of the Council.

The asset revaluation reserve relates to the revaluation of property, plant and equipment to fair value.

Fair value through other comprehensive revenue and expense reserves comprises the net cumulative change in the fair value through other comprehensive revenue and expense instruments.

Goods and Services Tax (GST)

All items in the financial statements are stated exclusive of GST, except for receivables and payables, which are stated on a GST-inclusive basis. Where GST is not recoverable as input tax, it is recognised as part of the related asset or expense.

The net amount of GST recoverable from or payable to the Inland Revenue (IR) is included as part of receivables or payables in the statement of financial position.

The net GST paid to or received from the IR, including the GST relating to investing and financing activities, is classified as an operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

Cost Allocation

The SWDC has derived the cost of service for each significant activity of the SWDC using the cost allocation system outlined below.

Direct costs are those costs directly attributable to a significant activity. Indirect costs are those costs, which cannot be identified in an economically feasible manner, with a significant activity.

Direct costs are charged directly to significant activities. Indirect costs are charged to significant activities using appropriate cost drivers such as actual usage, staff numbers and floor area.

Critical Accounting Estimates and Assumptions

In preparing these financial statements, the SWDC has made estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations or future events that are believed to be reasonable under the circumstances. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Landfill Aftercare Provision

A provision has been included in the financial forecasts for the exposure of the Council in relation to the estimates and uncertainties surrounding the landfill aftercare provision.

Infrastructural Assets

There are a number of assumptions and estimates used when performing DRC valuations over infrastructural assets.

These include:

- » The physical deterioration and condition of an asset, for example the SWDC could be carrying an asset at an amount that does not reflect its actual condition. This is particularly so for those assets that are not visible, for example stormwater, wastewater and water supply pipes that are underground. This risk is minimised by the SWDC performing a combination of physical inspections and condition modelling assessments of underground assets.
- » Estimating any obsolescence or surplus capacity of an asset.
- » Estimates are made when determining the remaining useful lives over which the asset will be depreciated. These estimates can be impacted by the local conditions; for example, weather patterns and traffic growth. If useful lives do not reflect the actual consumption of the benefits of the asset, the SWDC could be overestimating and underestimating the annual depreciation charge recognised as an expense in the statement of comprehensive revenue and expense.
- » To minimise this risk, SWDC's infrastructural asset useful lives have been determined with reference to the New Zealand Infrastructural Asset Valuation and Depreciation Guidelines published by the National Asset Management Steering Group and have been adjusted for local conditions based on past experience. Asset inspections, deterioration and condition modelling are also carried out regularly as part of the SWDC asset management planning activities, which gives the SWDC further assurance over its useful life estimates.

Experienced independent valuers perform the Council's infrastructural asset revaluations.

Critical Judgements in Applying the SWDC's Accounting Policies

Management has exercised the following critical judgments in applying the SWDC's accounting policies for these financial statements.

Classification of Property

SWDC owns a number of properties, which are maintained primarily to provide housing to pensioners. The receipt of market-based rental from these properties is incidental to holding these properties. These properties are held for service delivery objectives as part of the SWDC's social housing policy. These properties are accounted for as property, plant and equipment.

Prospective Total Surplus / (Deficit)

The council is projecting a surplus for the financial year ended 30 June 2024.

Financial Prudence Disclosure Statement

What is the purpose of this statement?

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

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

Benchmark Name	Benchmark	Planned	Met
Rates affordability benchmark			
• income	\$22,915k	\$25,446k	No
• increases	7.9%	19.8%	No
Balanced budget benchmark	100.0%	99.2%	No
Debt affordability benchmark	12.0%	2.8%	Yes
Debt servicing benchmark	10.0%	2.9%	Yes
Essential services benchmark	100.0%	193.0%	Yes

Rates affordability benchmarks

The **rates income** quantified limit is based on rate revenue increasing by no more than 2% above the BERL "overall Local Government Cost Index" (LGCI) as set in the financial strategy of the Long Term Plan. The LGCI is 5.9% for the 2023/24 year.

The **rates increases** quantified limit is based on average rates increases being no more than 2% above the BERL "overall Local Government Cost Index" (LGCI) as set in the financial strategy of the Long Term Plan. The LGCI is 5.9% for the 2023/24 year.

Debt affordability and servicing benchmarks

The **debt affordability** quantified limit is based on the covenant that interest cost will be no more than 12% of rates revenue.

The **debt servicing** quantified limit is based on the covenant that interest cost will be no more than 10% of revenue, excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, and equipment.

Essential services benchmark

The **essential services** quantified limit is that planned capital expenditure on network services equals or is greater than expected depreciation on network services.

Notes

1. Rates affordability benchmark

For this benchmark, -

- a) the council's planned rates income for the year is compared with a quantified limit on rates contained in the financial strategy included in the council's long-term plan; and
- b) the council's planned rates increase for the year is compared with a quantified limit on rates contained in the financial strategy included in the council's long-term plan.

The council meets the rates affordability benchmark if –

- a) its planned rates income for the year equal or is less than each quantified limit on rates; and
- b) its planned rates increase for the year equal or are less than each quantified limit on rates increases.

2. Debt affordability benchmark

- a) For this benchmark, the Council's planned borrowing is compared with quantified limits on borrowing contained in the financial strategy included in the Council's Ten-Year Plan.
- b) The Council meets the debt affordability benchmark if its planned borrowing is within each quantified limit on borrowing.

3. Balanced budget benchmark

- a) For this benchmark, the Council's planned revenue (excluding development contributions, vested assets, financial contributions, gains on derivative financial instruments, and revaluation of property, plant or equipment) is presented as a portion of its planned operating expenses (excluding losses on derivative financial instruments and revaluation of property, plant or equipment).
- b) The Council meets the balanced budget benchmark if its revenue equals or is greater than its operating expenses.

4. Essential services benchmark

- a) For this benchmark, the Council's planned capital expenditure on network services is presented as a proportion of expected depreciation on network services.
- b) The Council meets the essential services benchmark if its planned capital expenditure on network services equal or is greater than the expected depreciation on network services.

5. Debt servicing benchmark

- a) For this benchmark, the Council's planned borrowing costs are presented as a proportion of planned revenue ((excluding development contributions, vested assets, financial contributions, gains on derivative financial instruments, and revaluation of property, plant or equipment).
- b) Because Statistics New Zealand projects that the Council's population will grow faster than the national population growth rate, it meets the debt servicing benchmark if its planned borrowing costs equal or are less than 15% of its planned revenue.

General Forecasting Assumptions

ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	MITIGATION
1 Insurance			
Insurance costs have varied significantly over recent years. The Council's broker has advised that the underlying adjustment by reinsurers to risk has levelled off, and increases are likely to continue through the Long-Term Plan in line with asset price level adjustment. Currently the Council has full cover for above ground assets and limited cover provided by the Local Authority Protection Programme Disaster Fund (LAPP).	Reinsurance costs escalate beyond forecasted budgets. Cover may not be available for certain assets or risks. LAPP may not be able to secure cover for the 40% balance not assured by central government. The central government has been considering removing the 40% it now covers.	Moderate	Any further significant earthquake events in New Zealand in the next ten years would impact on renewal costs. The cost of insurance may be greater than forecast leading to unbudgeted expenditure. The cost if reinstating LAPP cover would be significant, funded by additional rates. The Council will need to consider the trade-off between self-insurance or paying higher insurance premiums, funded by additional rates.
2 Asset Condition			
Activity and asset management plans have been prepared for all major activities and include renewal and capital programmes for all major infrastructural assets. These plans include assessments of asset condition, lifecycle and demand management. This planning information is considered by Council to be reasonable and supportable. There are no substantial asset disposals or acquisitions that will impact significantly on the plan.	Asset Management Plans (AMP) are incomplete. Condition ratings and life cycle demand assumptions are materially incorrect.	Low	Asset management plans are updated annually following 'best practice' as prescribed by the New Zealand Infrastructure Asset Management Manual. For instance, for roading asset inventories and condition ratings are stored and maintained in the RAMM database and in the AMP. The new AMP was audited by Waka Kotahi in 2021 and found to be adequately maintained.
3 Waka Kotahi subsidies			
Subsidies from the Waka Kotahi for maintaining and development of roads will be at the approved rates as follows: <ul style="list-style-type: none"> » 53% in 2021/22 » 52% in 2022/23 and » 51% in 2024-2031. 	Changes in subsidy rate, total subsidy dollars, and variation in criteria for inclusion in subsidised works programmes. The total subsidy dollars may not increase as assumed.	Low	In 2020 the Agency reviewed its subsidy and funding policies. As a result of this review the subsidy rate has been reduced from 53% in 2021/22 to 51% in 2023/24. Any further reductions are unlikely but possible if the rate or dollar level of subsidy decreases, roading projects may be reprioritised, or scaled down, or they may be funded through a different source such as increased borrowing or rates.

ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	MITIGATION
4 Reforms			
<p>There are number of significant government reforms including changes to climate change, resource management, affordable waters reform and the future of local government review. These changes may impact council's strategic direction and community confidence and may raise challenges in terms of change preparedness. There may be misalignment between government and Council's strategic goals and failure to adapt to changes may affect community wellbeing.</p>	<p>There is unexpected change to legislation that alters the nature or levels of service provided by Council.</p>	<p>Moderate</p>	<p>Resource Management Reforms: The reforms of the resource management system involve repealing the Resource Management Act (RMA) and replacing it with three new pieces of legislation. The drafting of the three new pieces of legislation has commenced and due to a significant lead-in time to make the transition to any new arrangements, we have assumed we will continue with existing provisions for the life of this LTP. We do, however, anticipate that the review of the Wairarapa Combined District Plan will be adapted to reflect the existence of the RMA reforms. Should the district plan review need to be slowed or suspended as a result of the reforms being pursued by Government, there may be some cost savings or overspend dependent on whether our contract for service needs to be suspended or extended. It is also expected that any urgent matters could be addressed through a Plan Change while the reforms are being progressed in which case the costs of the Plan Change would be covered by the existing district plan review budget. The district plan budget also allows for a certain degree of flexibility to ensure that the Plan remains relevant in the future.</p> <p>Affordable Waters Reform: The Government has confirmed it will create ten publicly owned water entities for delivery of the three waters (water supply, wastewater and stormwater). These entities are expected to be in place from 1 July 2026, and the Council will no longer provide water services or own the related assets. For the purposes of this plan we are assuming no changes to our current model.</p> <p>Other changes: A number of other pieces of legislation have been signalled as well as a number of reviews. These include a review of Future Local Governance, Civil Defence and Emergency Management as well as our District Plan review. These potential changes are not expected to impact the 2023/24 year.</p>

ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	MITIGATION
5 External factors			
There will be no unexpected changes to legislation or other external factors that alter the nature or levels of service provided by the Council.	There is unexpected change to legislation that alters the nature or levels of service provided by Council.	Moderate	There are a number of legislative and reforms underway by the Government, highlighted above. The final outcomes of this work are unknown and are not expected to have an impact on the 2023/24 annual plan.
6 Number of rateable properties			
The growth in rateable properties continues to be positive. <ul style="list-style-type: none"> » 2021 6,942 » 2022 7,274 » 2023 7,340 	Growth does not meet this assumption	Moderate	The growth estimate reflects recent changes in rateable properties and considers ongoing development in the district. Should growth not continue as forecast, some projects responding to demand will be deferred or not go ahead and expenditure will be lower than forecast. If growth is greater than predicted, some projects may go ahead earlier than forecast and expenditure will be higher than forecast.
7 District populations trends			
The population growth assumption is based on the Sense Partners moderate growth projections. There is inherent uncertainty in the base assumptions for population movement, labour market, economic conditions, and development potential.	Growth may occur at a faster rate than assumed due predominantly to the proximity to Wellington for employment and relative housing affordability. Net migration may increase as people are attracted to the lifestyle the district offers and as future growth opportunities are opened up.	Moderate	We are investing heavily in our infrastructure over the life of this LTP to address previous underinvestment. This extra capacity will accommodate a degree of growth higher than anticipated. Higher growth will increase the rating database and lower the cost per household. However, significant growth may require investment to be brought forward, resulting in increases in debt and/or rates. Higher growth may also impact our ability to deliver services to the same level and we may need to reduce service levels and/or increase debt, rates or fees. Although unlikely to stall, housing growth may occur at a slower rate than assumed. This is not likely to have a significant impact on our service or funding levels.

ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	MITIGATION
8 Economic shock			
<p>New Zealand is likely to experience a recession in the coming months. Inflation is at its highest rate since the 1980s. There is a shortage of resources including human and materials in the country and this impacts on potential development and infrastructure, particularly water and roading. We propose an ambitious capital works programme in the LTP and Audit NZ has identified the risk of non-delivery.</p>	<p>The impacts would be on Council reputation, loss of trust and confidence, not meeting service levels, strategic goals or regulatory requirements and increased costs long term.</p>	<p>Moderate</p>	<p>Lack of or inadequate:</p> <ul style="list-style-type: none"> » Preparedness and understanding of economic climate » Leadership and decision-making » Policies and procedures
9 Climate change			
<p>Failing to adapt to the impacts of climate change on our environment and failing to mitigate council's contributions to greenhouse gas emissions may result from the complexity of processes and dependencies that may not adequately consider climate impacts.</p>	<p>There may be impacts on the environment, health and safety or wellbeing of staff and the community, reputation, operations and finance and strategic goals may not be delivered.</p>	<p>Low</p>	<ul style="list-style-type: none"> » Appointment to role of Climate Change Advisor to lead this » Climate Change Carbon Reduction Strategy and Action Plan » Wellington Regional common climate change assumptions used to carry out a risk assessment » Contingency built into LTP budgets » Energy audits » Community self-assessment kits » Climate Change Resilience and Risk Strategy (further detailed mitigations) » Council's updated procurement policy supports sustainability » Establishment of Climate Change and Environment Committee.

Financial Forecasting Assumptions

ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	MITIGATION
1 Interest Rates			
<p>The range of interest rates on term debt is calculated at 1.69% to 5.23%. To allow for anticipated timing of capital expenditure, on selected loans interest expenditure is provided for on only 50% of forecast new loan amounts each year.</p> <p>The interest rate on investments is calculated at 4.00%.</p>	<p>That the interest rate will differ from those used in the calculations.</p>	<p>Moderate</p>	<p>This will be managed through the Liability Management Policy and Investment Policy. The financial impact is not able to be measured.</p> <p>A 1% movement in interest rates (on a \$1m loan) increases/decreases total loan repayments by \$10,000. On the total forecast portfolio of \$20m, this would result in an increase/decrease of \$200,000. Council would have the option of mitigating this impact by altering the term of the loans.</p>
2 Revaluation of Non-Current Assets			
<p>Revaluation assumptions have been included in the Plan. These have been done following the Business & Economic Research Limited (BERL) forecasts of price level change adjusters.</p> <p>Revaluation movements will be shown in the statement of financial position and the statement of other comprehensive income. Revaluations are carried out at three-year intervals, apart from investment properties, which are revalued annually.</p>	<p>Actual revaluation results differ from those in the forecast.</p>	<p>Low</p>	<p>Where the actual inflation rate is different from that forecast, the actual revaluation will be different from that forecast.</p>
3 Depreciation			
<p>Depreciation has been calculated on asset values at their latest revaluation date, and on additions at cost thereafter. The rates applied are listed in the 'Depreciation' section of the accounting policies. It is assumed that:</p> <ul style="list-style-type: none"> » existing depreciation will continue. » replacement assets (renewals) affect depreciation as follows: <ul style="list-style-type: none"> ▸ asset renewal will equal that of the assets being replaced; ▸ new assets' depreciation will be the result of their estimated lives and values; and ▸ depreciation on new and renewal programmes will impact in the year following the capital programme. 	<p>That more detailed analysis of planned capital works once complete may alter the depreciation expense.</p> <p>That asset lives may alter due to new technology improving asset lives.</p>	<p>Low</p>	<p>The Council has asset management planning and upgrade programmes in place. Asset capacity and condition is monitored with replacement works being planned in accordance with standard asset management and professional practices. Depreciation is calculated in accordance with normal accounting and asset management practices.</p>

ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	MITIGATION
4 Asset Lives			
Useful lives of assets are based on professional advice. These are summarised in the depreciation note within the accounting policies.	That assets wear out earlier than estimated.	Low	Asset life is based on estimates of engineers, valuers and asset managers. Capital projects can be brought forward in event of early expiration of assets (this would affect depreciation and interest of which the amounts are unknown).
5 Sources of funds for future replacement of assets			
<p>The funding of the replacement of future assets is based on the following assumption:</p> <ul style="list-style-type: none"> » In accordance with the revenue and financing policy and financial strategy, the Council has, over the term of the LTP, set revenue levels sufficient to fully fund depreciation of its assets and loan repayments, with the exception of roading (partially funded by Waka Kotahi through subsidy on capital expenditure). <p>The funding for the replacement of any individual asset will be funded from the following sources:</p> <ul style="list-style-type: none"> » From prior year credit depreciation reserve balances » From the current year's cash arising from the revenue funding of depreciation » Infrastructure contributions under the development contributions or financial contributions policy » Loan funding with a loan being the shorter of either a 34-year loan term or the life of the asset » Special funds set aside for specific purposes identified by the Council. <p>Existing loan facilities are based on 34-year terms and mature every 5 years. It is assumed that these loans will be rolled by the bank on maturity for a further five years.</p>	A planned funding source is unavailable.	Low	As the Council operates a central treasury function, should one source of funding be unavailable for asset replacement, a further option would be available. Local authorities have the power to rate, and that makes them attractive to borrowers and to private bankers and investors. The Council has the further ability to indirectly borrow through the Local Government Funding Agency. It is likely that alternative sources of borrowing than that planned would be at similar interest expense.

ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	MITIGATION
6 Inflation			
Revenues and expenses for 2023/24 have been estimated based on 2022/23 estimated out-turn. Personnel costs other operating costs (excluding interest, depreciation, and some other minor costs), and capital expenditure were adjusted by the BERL forecasts of price level adjusters where appropriate.	That actual inflation differs to that predicted, on which decisions are made.	Moderate	Where the actual inflation rate is different from that forecast, the cost of projects and expenditure will be different from that forecast. Higher than forecast inflation would likely mean higher operating and capital costs and higher revenue; higher capital expenditure could mean greater borrowing; and there would be pressure on rates to increase to cover these costs.
7 Investments and return on investments			
The Council's long-term special funds will be retained in their present form throughout the Plan. Additions and withdrawals from the funds have been accounted for each year through the Plan where identified and required.	That the actual return on investment differs to that budgeted.	Low	Movement in the investment fund is difficult to predict but best efforts have been used, using past results. The financial effect is unknown but unlikely to be significant.
8 Delivery of Capital Works Programme			
Council can successfully deliver the planned capital programme as outlined in the Plan.	Council is unable to successfully deliver the planned capital works programme as outlined in the LTP. Non-delivery could impact on Council's ability to deliver levels of service.	Moderate	Delays in the delivery of the project due to contractor availability or product supply constraints could significantly increase costs and timing. The potential impacts of completing the programme over a longer timeframe is not meeting planned levels of service and increased costs in the long term.

Funding Impact Statement (Rating) for the Year Ending 30 June 2024

The revenue and financing mechanisms to be used to cover the estimated expenses of the Council for the year ended 30 June 2024 are described in the Revenue and Financing Policy.

The method and impact of both general and targeted rates is covered in The Rating System section that follows. The specific rating details given in the following pages have been drawn from and are consistent with Council's Annual Plan.

Rating System

Introduction

Schedule 101(3) of the Local Government Act 2002 requires Council to include a Funding Impact Statement in its Annual Plan. The following matters cover the specific statements to be provided as set out in Schedule 101(3). This Funding Impact Statement should be read in conjunction with Council's Revenue and Financing Policy.

All figures for rates and charges in this Funding Impact Statement are inclusive of GST.

General Rates

The Council proposes to set a general rate based on the land value of each rating unit in the district.

The general rate will be set on a differential basis over three rating groups:

- **Group 1 Urban** - A rate of 0.00238670 per dollar of rateable land value. The total we anticipate to raise from this rate in the year ended 30 June 2024 is \$2,871,252
- **Group 2 Commercial** - A rate of 0.00477341 per dollar of rateable land value. The total we anticipate to raise from this rate in the year ended 30 June 2024 is \$491,403
- **Group 3 Rural** - A rate of 0.00218964 per dollar of rateable land value. The total we anticipate to raise from this rate in the year ended 30 June 2024 is \$5,810,588
- In addition, the Council has set a Uniform Annual General Charge on each rating unit of \$1,005. The total we anticipate to raise from this rate in the year ended 30 June 2024 is \$6,727,775. Council's UAGC has not exceeded the 30% rating cap requirement specified in Section 21 of the Local Government (Rating) Act 2002.

The General Rate, the Uniform Annual General Charge and the Amenities Charge will be used to fund, or assist with funding, all Council activities other than those funded by way of targeted rates for water supply, sewage disposal and refuse collection and disposal.

Differential Matters and Categories

The Council proposes to differentiate the General Rate based on land valuation (Schedule 2 Local Government (Rating) Act 2002). The differential categories are:

- **Group 1 Urban** – all rating units used for residential and related purposes within the urban areas of the District Plan.
- **Group 2 Commercial** – all rating units that are used (or available) primarily for any commercial or industrial purpose.
- **Group 3 Rural** – all rating units within the rural area in the District Plan.

Separately Used or Inhabitable Part of a Rating Unit

The following definition applies to the levying of all targeted rates by the SWDC where the Council has determined that the rate shall apply to each separately used or inhabitable part of a rating unit. A separately used or inhabitable part of a rating unit includes any portion of any separate rating unit used or inhabitable by any person, other than the ratepayer (as defined by clause 11 of the Local Government (Rating) Act 2002), having the right to use or inhabit that portion by virtue of a tenancy, lease, licence or other agreement.

Water Races

Council proposes to set a targeted rate based on land value for each rating unit in the Featherston–Longwood water race rating district and separately for each rating unit in the Moroa Water Race rating district that have access to the races.

The Featherston–Longwood rate will be 0.00153986 per dollar of land value. The total we anticipate raising from this rate in the year ended 30 June 2024 is \$84,656

The Moroa rate will be 0.00034235 per dollar of land value. The total we anticipate raising from this rate is in the year ended 30 June 2024 \$91,453. No lump sum contributions will be invited in respect of this targeted rate.

Wastewater Disposal

Council proposes to set a uniform targeted rate for wastewater disposal based on each separately used or inhabitable part of a rating unit which is serviced by a connection to the system of \$911 per serviced connection. Serviceable rating units, which are those that could be connected to the system but are not at this time, will be 50% of this charge of \$456 per serviceable connection. The total we anticipate raising from this rate in the year ended 30 June 2024 is \$4,363,838.

The uniform targeted rate covers the first two toilet pans for each separately used or inhabitable part of a rating unit and the same charge is made for each additional pan. No lump sum contributions will be invited in respect of this targeted rate.

Water Supply

Council proposes to set a uniform targeted rate for water supply based on each separately used or inhabitable part of a rating unit for all urban, rural or commercial rating units that are serviced by a connection to the system of \$1,038 per serviced connection. Serviceable rating units, which are those who could be serviced but are not at this time, will be 50% of this charge \$519 per serviceable connection.

The uniform targeted rate will apply to each connection. The total we anticipate raising from this rate in the year ended 30 June 2024 is \$4,849,323.

An additional targeted rate is proposed where the volume exceeds 350 m³ per year for all metered connections. This charge will be \$1.84 per m³ for the 2023-24 year. The aforesaid volume will be reviewed as and when required in future.

No lump sum contributions will be invited in respect of this targeted rate.

Amenities

Council proposes a uniform targeted rate for all rating units in the urban areas of Featherston, Greytown and Martinborough for the provision of amenity facilities of \$600 per urban rating unit. The total we anticipate raising from this rate in the year ended 30 June 2024 is \$2,224,770.

Council proposes a different uniform targeted rate for all rating units in the rural area of the district for the provision of amenity facilities of \$321 per rural rating unit. The total we anticipate raising from this rate in

the year ended 30 June 2024 is \$953,473. The amenity facilities include parks and reserves, swimming baths, community buildings (including public halls) and other civic amenities.

Refuse Collection

The Council proposes to set a uniform, targeted rate for rubbish collection and disposal of \$265 This will apply to rating units and separately inhabited parts of rating units where the Council provides refuse collection or use of disposal facilities. The total we anticipate raising from this rate in the year ended 30 June 2024 is \$1,286,186

Overall Rating Levels

The combined effect on individual rating units of a 19.8% increase in total rates will vary considerably from rating unit to rating unit depending on the different types of rates and valuations applicable.

Rates Examples

The following table shows the typical rates increase for commercial, urban and rural properties.

Residential Urban

Area	Land Value	2022/23 Total Rates	2023/24 Proposed Total Rates	% Increase
Featherston - lower value property	\$ 170,000	\$ 3,554	\$ 4,224	18.9%
Featherston - median value property	\$ 190,000	\$ 3,593	\$ 4,272	18.9%
Featherston - higher value property	\$ 235,000	\$ 3,680	\$ 4,380	19.0%
Greytown - lower value property	\$ 295,000	\$ 3,797	\$ 4,523	19.1%
Greytown - median value property	\$ 325,000	\$ 3,855	\$ 4,594	19.2%
Greytown - higher value property	\$ 390,000	\$ 3,982	\$ 4,750	19.3%
Martinborough - lower value property	\$ 280,000	\$ 3,768	\$ 4,487	19.1%
Martinborough - median value property	\$ 320,000	\$ 3,846	\$ 4,582	19.2%
Martinborough - higher value property	\$ 350,000	\$ 3,904	\$ 4,654	19.2%

Commercial Urban

Area	Land Value	2022/23 Total Rates	2023/24 Proposed Total Rates	% Increase
Featherston - lower value property	\$ 150,000	\$ 3,807	\$ 4,535	19.1%
Featherston - median value property	\$ 210,000	\$ 4,040	\$ 4,821	19.3%
Featherston - higher value property	\$ 248,000	\$ 4,188	\$ 5,003	19.4%
Greytown - lower value property	\$ 255,000	\$ 4,215	\$ 5,036	19.5%
Greytown - median value property	\$ 350,000	\$ 4,585	\$ 5,489	19.7%
Greytown - higher value property	\$ 430,000	\$ 4,897	\$ 5,871	19.9%
Martinborough - lower value property	\$ 205,000	\$ 4,021	\$ 4,797	19.3%
Martinborough - median value property	\$ 310,000	\$ 4,430	\$ 5,298	19.6%
Martinborough - higher value property	\$ 390,000	\$ 4,741	\$ 5,680	19.8%

Rural Residential & Lifestyle

Type of property (use based on data from QV)	Land Value	2022/23 Total Rates	2023/24 Proposed Total Rates	% Increase
Residential - dwelling - lower value property	\$ 190,000	\$ 1,447	\$ 1,792	23.8%
Residential - dwelling - median value property	\$ 285,000	\$ 1,623	\$ 2,000	23.3%
Residential - dwelling - higher value property	\$ 345,000	\$ 1,733	\$ 2,131	23.0%
Lifestyle - Improved - lower value property	\$ 350,000	\$ 1,743	\$ 2,142	22.9%
Lifestyle - Improved - median value property	\$ 440,000	\$ 1,909	\$ 2,339	22.6%
Lifestyle - Improved - higher value property	\$ 530,000	\$ 2,074	\$ 2,537	22.3%
Rural Residential & Lifestyle properties connected to Water Supply & Wastewater				
Residential - dwelling - lower value property	\$ 190,000	\$ 3,122	\$ 3,691	18.2%
Residential - dwelling - median value property	\$ 285,000	\$ 3,298	\$ 3,899	18.2%
Residential - dwelling - higher value property	\$ 345,000	\$ 3,408	\$ 4,030	18.3%
Lifestyle - Improved - lower value property	\$ 350,000	\$ 3,418	\$ 4,041	18.3%
Lifestyle - Improved - median value property	\$ 440,000	\$ 3,584	\$ 4,238	18.3%
Lifestyle - Improved - higher value property	\$ 530,000	\$ 3,749	\$ 4,435	18.3%

Rural Farming

Type of property (use based on data from QV)	Land Value	2022/23 Total Rates	2023/24 Proposed Total Rates	% Increase
Pastoral - Grazing - lower value property	\$ 416,000	\$ 1,864	\$ 2,287	22.7%
Pastoral - Grazing - median value property	\$1,540,000	\$ 3,937	\$ 4,748	20.6%
Pastoral - Grazing - higher value property	\$3,023,000	\$ 6,672	\$ 7,995	19.8%
Pastoral - Finishing - lower value property	\$ 765,000	\$ 2,508	\$ 3,051	21.7%
Pastoral - Finishing - median value property	\$1,415,000	\$ 3,707	\$ 4,474	20.7%
Pastoral - Finishing - higher value property	\$3,000,000	\$ 6,630	\$ 7,945	19.8%
Horticultural - Vineyard - lower value property	\$ 590,000	\$ 2,185	\$ 2,668	22.1%
Horticultural - Vineyard - median value property	\$ 700,000	\$ 2,388	\$ 2,909	21.8%
Horticultural - Vineyard - higher value property	\$ 980,000	\$ 2,904	\$ 3,522	21.3%
Dairying - milk - lower value property	\$1,080,000	\$ 3,089	\$ 3,741	21.1%
Dairying - milk - median value property	\$2,180,000	\$ 5,118	\$ 6,149	20.2%
Dairying - milk - higher value property	\$4,065,000	\$ 8,594	\$ 10,277	19.6%

Note: For other land value examples use the Rates Estimator on Council's website after July 2023.

Rates and Charges

The following table shows the rating change from the 2022-23 year to the 2023-24 year.

	Last year 2022-23 \$	Proposed 2023-24 \$	Proposed Change \$	Proposed Change %
Targeted urban rates (residential & commercial)				
Uniform Annual General Charge (UAGC)	\$ 757	\$ 1,005	\$ 248	32.8%
Reserves & Civic Amenities – Urban	\$ 566	\$ 600	\$ 34	6.0%
Total Urban Targeted Rates	\$ 1,323	\$ 1,605	\$ 282	21.3%
Targeted rural rates				
Uniform Annual General Charge (UAGC)	\$ 757	\$ 1,005	\$ 248	32.8%
Reserves & Civic Amenities – Rural	\$ 340	\$ 321	-\$ 19	-5.6%
Total Rural Targeted Rates	\$ 1,097	\$ 1,326	\$ 229	20.9%
Targeted water & refuse rates (mostly paid by urban ratepayers)				
Water Charge	\$ 917	\$ 1,038	\$ 121	13.1%
Wastewater Charge	\$ 758	\$ 911	\$ 153	20.2%
Refuse Collection Levy	\$ 225	\$ 265	\$ 40	17.7%
Total Water & Refuse Targeted Rates	\$ 1,900	\$ 2,214	\$ 314	16.5%

Fees and Charges

Fees and charges are reviewed annually as part of the Annual Plan or Long-term Plan process.

The fees and charges schedule for 2023/24 is available on our website:

<https://swdc.govt.nz/services/council-fees-and-charges/>

Phone: 06 306 9611

Email: enquiries@swdc.govt.nz

www.swdc.govt.nz



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

Appendix 2 – Rates Resolution 2023/24

SETTING OF RATES

FOR 2023/2024 FINANCIAL YEAR

That the South Wairarapa District Council set the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing on 1 July 2023 and ending on 30 June 2024.

RATES AND CHARGES

All figures for Rates and Charges as shown are inclusive of GST.

(a) Uniform Annual General Charge (UAGC)

A Uniform Annual General Charge set under section 15 of the Local Government (Rating) Act 2002 of \$1,005 per rating unit. The total we anticipate to raise from this rate is \$6,727,775.

(b) General Rate

A differential general rate set under section 13 of the Local Government (Rating) Act 2002 as an amount in the dollar of land value on each rating unit as follows:

- Urban - a rate of 0.00238670 per dollar of rateable land value. The total we anticipate to raise from this rate is \$2,871,252.
- Commercial - a rate of 0.00477341 per dollar of rateable land value. The total we anticipate to raise from this rate is \$491,403
- Rural - a rate of 0.00218964 per dollar of rateable land value. The total we anticipate to raise from this rate is \$5,810,588.

(c) Uniform Annual Charge (UAC) - Reserves & Civic Amenities Rate

A targeted rate for amenities, set out under section 16 of the Local Government (Rating) Act 2002, of:

- \$600 per urban rating unit. The total we anticipate to raise from this rate is \$2,224,770.
- \$321 per rural rating unit. The total we anticipate to raise from this rate is \$953,473.

(d) Water Supply Rate

A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of:

- The total we anticipate to raise from this rate is \$4,849,322

Serviced Connection:

- \$1,038 per separately used or inhabitable part of a rating unit which is connected to the water supply system.

Additionally, the Council will charge a targeted water rate, set under section 19, per cubic metre of water supplied, as measured by meter, for water consumed over 350 cubic metres for the year. This rate will be at \$1.84 per cubic metre.

Serviceable Connection:

- \$519 for rating units' that are not yet connected but are able to be connected to the water supply.

(e) Wastewater Disposal Rate

A targeted rate for wastewater disposal, set under section 16 of the Local Government (Rating) Act 2002 of:

The total we anticipate to raise from this rate is \$4,363,838.

Serviced Connection:

- \$911 per separately used or inhabitable part of a rating unit for all rating units which are connected to the wastewater system, for the first two toilet pans (or equivalent such as urinals).

Serviceable Connection:

- \$456 for all rating units which are not yet connected but are able to be connected to the wastewater system.

(f) Refuse Collection and Disposal Rate

A targeted rate for refuse collection and disposal, set under section 16 of the Local Government (Rating) Act 2002, of:

The total we anticipate to raise from this rate is \$1,286,183.

- \$265 per rating unit or separately inhabitable parts of a rating unit for refuse collection and/or use of disposal facilities.

(g) Water Races Rate

A targeted rate for water races, set out under section 16 of the Local Government (Rating) Act 2002 as an amount in the dollar of land value of:

- a rate of 0.00153986 per dollar of rateable land value of every rating unit in the Featherston-Longwood Water Race rating district which has access to the water race. The total we anticipate to raise from this rate is \$84,656.
- a rate of 0.00034235 per dollar of rateable land value of every rating unit in the Moroa Water Race rating district which have access to the water race. The total we anticipate to raise from this rate is \$91,453.

DIFFERENTIAL CATEGORIES AND DEFINITIONS

That Council adopt the following as its definitions for its differential categories.

(a) General Rate

- Urban – the urban areas of the townships of Featherston, Greytown and Martinborough (all as shown in the Wairarapa Combined District Plan, except for the Greytown future development area) plus those rating units with valuation numbers listed in the Appendix. This category has a differential factor of 1.
- Commercial – properties shown in the Town Centre and Service areas of

Featherston, Greytown and Martinborough (all as shown in the Wairarapa Combined District Plan) AND all rating units used primarily for any commercial or industrial purposes, except

those rating units with valuation numbers listed in the Appendix. This category has a differential factor of 2.

- Rural – The rural areas of Featherston, Greytown and Martinborough (all as shown in the Wairarapa Combined District Plan) except those rating units used primarily for any commercial or industrial purposes.

(b) Water Supply Rate

- Serviced Connection: any separately used or inhabitable part of a rating unit that is connected to the water supply.
- Serviceable Connection: any rating unit that is not connected to the water supply but is able to be serviced by a connection to the supply.

(c) Wastewater Disposal Rate

- Serviced Connection: any separately used or inhabitable part of a rating unit that is connected to the wastewater system.
- Serviceable Connection: any rating unit that is not connected to the wastewater system but is able to be serviced by a connection to the system.

(d) Refuse Collection Rate

- Refuse collection to all properties in the district to which Council is prepared to provide this service. The rate provides for the removal each week of the contents of two Council official refuse bags or other refuse receptacles approved by Council, apart from the “rural coastal” area where collections reduce to one collection per fortnight from May to September.
- Use of the refuse disposal facilities by all residents of the district.

(e) Reserves & Civic Amenities Rate (UAC)

- Urban – the properties within the urban boundary township areas of Featherston, Greytown and Martinborough (all as shown in the Wairarapa Combined District Plan, except for the Greytown future development area).
- Rural – the properties in the rural areas of Featherston, Greytown and Martinborough (all as shown in the Wairarapa Combined District Plan).

(f) DUE DATES FOR PAYMENT OF RATES (excluding water rates)

That all rates (apart from water rates) will be payable in four instalments due on:

20 August 2023

20 November 2023

20 February 2024

20 May 2024

(g) PENALTIES – RATES (excluding water rates)

That the Council delegates authority to the Chief Executive Officer to apply the following penalties on unpaid general rates:

- Under section 57 and 58(1)(a) of the Local Government (Rating) Act 2002, a 10 percent penalty will be added to any portion of the current instalment that remains unpaid after the due date as shown below:

21 August 2023

21 November 2023

21 February 2024

21 May 2024

- Under section 57 and 58(1)(b) of the Local Government (Rating) Act 2002, an additional 10 percent penalty will be added on:

7 July 2023

8 January 2024

to any rates remaining unpaid from previous financial years.

(h) DUE DATES FOR PAYMENT OF WATER RATES

Water meters will be read annually in June and water rates will be invoiced in July for the previous year's usage over 350 cubic metres. High users will be invoiced more regularly.

Water rates will be payable and due on:

Annual water rate to June 2023 Due for payment: 21 August 2023

High user water rates will have readings completed in February 2024, and June 2024.

Due dates for these readings will be as follows:

February 2024 reading Due: 22 April 2024

June 2024 reading Due: 21 August 2024

(i) PENALTIES – WATER RATES

That the Council delegates authority to the Chief Executive Officer to apply the following penalties on unpaid water rates:

Under section 57 and 58(1)(a) of the Local Government (Rating) Act 2002, a 10 percent penalty will be added to any portion of the water rates that remains unpaid after the due date as shown below:

Due: 22 April 2024 Penalty date: 23 April 2024

Due: 21 August 2024 Penalty date: 22 August 2024

(j) PAYMENT OF RATES

Payment can be made by direct debit or automatic payment, by arrangement with Council.

Payments may also be made by internet banking.

Rates can also be paid in person, by cash or EFTPOS, at the following locations, subject to opening hours.

Martinborough Council Office, 19 Kitchener St, Martinborough

Featherston Library, 70 Fitzherbert St, Featherston

Greytown Library, 89 Main St, Greytown.

Greater Wellington Regional Council offices, Shed 39, 2 Fryatt Quay, Pipitea,
Wellington or 35-37 Chapel Street, Masterton.

(k) APPENDIX

GREYTOWN	FEATHERSTON	MARTINBOROUGH
18400/55300A	18440/41000	18480/02100
18400/55400	18440/41200	18480/18100A
18400/64100	18440/41500	18480/18900
18400/64400	18440/55000	18480/22102
18400/69600	18440/60000	18480/23200
18420/33401	18440/70900	18480/23300
18420/33500	18440/71500	18480/23301
18420/37500	18440/71900	18480/23400
18420/37700	18450/13500	18480/23500
18420/38100	18450/13600	18480/25000
18420/38200	18450/13800	18480/25100
18420/38300	18450/13900	18480/25200
18420/42200	18450/15000	18480/25301
18420/43900	18450/15600	18480/28900
18420/45000		18480/28901
		18480/29000
		18480/29800
		18480/31400
		18480/31500



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau



greater WELLINGTON
REGIONAL COUNCIL
Te Pane Matua Taiao

2023/24 RATES ASSESSMENT/INVOICE NOTICE – Part B

SOUTH WAIRARAPA DISTRICT COUNCIL

AND

GREATER WELLINGTON REGIONAL COUNCIL

The information set out below and overleaf forms part of the annual rates assessment for this rating unit.

Inspection of the Rating Information Database and Rate Records

Under sections 28 and 38 of the Local Government (Rating) Act 2002, the Rating Information Database (RID) and Rate Records may be inspected at:

- South Wairarapa District Council situated at 19 Kitchener St, Martinborough during the hours of 9.00am to 4.00pm Monday to Friday,
- Featherston Library, 70 Fitzherbert Street, Featherston or Greytown Town Centre & Library, 89 Main Street, Greytown during the hours of 9.30am to 5.00pm, or
- Greater Wellington Regional Council situated at Shed 39, 2 Fryatt Quay, Pipitea, Wellington or 35-37 Chapel Street, Masterton during the hours of 8.00am to 5.00pm, Monday to Friday.

Owners' right to withhold certain information from Public Rating Information Database

Under section 28C of the Local Government (Rating) Act 2002, ratepayers have the right to request that South Wairarapa District Council or Greater Wellington Regional Council withhold their name or postal address from the public rating information database. Requests should be made in writing to the Council.

Objections to the Rating Information Database and Rate Records

Under sections 29 and 39 of the Local Government (Rating) Act 2002, ratepayers may object to the information contained in these records by lodging a written objection to either South Wairarapa District Council or Greater Wellington Regional Council, clearly setting out the reasons for the objection.

Goods and Services Tax

South Wairarapa District Council struck their rates including GST at 15%.

Water Meters

Water meters are generally read annually in June (high users may be read more frequently) and as part of a sales settlement. If you exceed 350 cubic metres for the year you will be charged at the rate of \$1.84 per cubic metre (incl. GST) and sent a separate invoice.

Sale of Rating Unit

If you receive an assessment/invoice notice still in your name after you have sold your property, it may mean that Council has not yet received notification of the sale from your Solicitor. Please advise your Solicitor to issue the notice of sale and return the invoice to Council. If you are selling your property and pay the rates by direct debit, please phone us on (06) 306 9611 and we will cancel the direct debit.

Subdivisions

Rates are calculated on a property as at 1 July, therefore, if you have subdivided a property or purchased a subdivided property, a rates invoice will not be issued on the subdivided properties, until the following rating year.

Rate Rebates

Ratepayers on low incomes may be eligible for a Government rebate on their rates. For further information on the rebate scheme, please contact the Council office on (06) 306 9611 or visit The Department of Internal Affairs website www.dia.govt.nz.

Payment Methods

If you wish to pay by direct debit (weekly, fortnightly, monthly or quarterly), please contact the Council office for the relevant forms.

Payments can be made by internet banking to Council's bank account – 02-0680-0027337-000 (Bank of New Zealand). Please put your rates valuation number in the reference field.

Payments can be made by debit or credit card on SWDC's website <https://swdc.govt.nz/pay-for-something/pay-for-your-rates/>

You can also pay in person by cash or eftpos (excluding Credit Card) at:

- SWDC Council Office, 19 Kitchener Street, Martinborough,
- Featherston Library, 70 Fitzherbert St, Featherston
- Greytown Library, 89 Main St, Greytown, or
- Greater Wellington Regional Council offices located at Shed 39, 2 Fryatt Quay, Pipitea, Wellington or 35-37 Chapel Street, Masterton.

Instalment and Penalty Dates

The due dates for each instalment of rates (other than water rates) are as follows:

Instalment	Due Date	Penalty Date
One	20 August 2023	21 August 2023
Two	20 November 2023	21 November 2023
Three	20 February 2024	21 February 2024
Four	20 May 2024	21 May 2024

Under sections 57 and 58 of the Local Government (Rating) Act 2002, a 10% penalty will be added to any portion of the current instalment that remains unpaid after the due date shown above.

Additional Arrears Penalty	
7 July 2023	SWDC
8 January 2024	SWDC
7 July 2023	GWRC
8 January 2024	GWRC

Under sections 57 and 58 of the Local Government (Rating) Act 2002, an additional 10% penalty will be added on the above dates to any rates then remaining unpaid from previous financial years.

Water rates Instalment and Penalty Dates

The due dates for water rates are as follows:

Due Date	Penalty Date
22 April 2024	23 April 2024
21 August 2024	22 August 2024

Under sections 57 and 58 of the Local Government (Rating) Act 2002, a 10% penalty will be added to any portion of the current instalment that remains unpaid after the due date shown above.

SOUTH WAIRARAPA DISTRICT COUNCIL

ACTIVITIES OR GROUPS OF ACTIVITIES THAT ARE FUNDED BY THESE RATES

GENERAL RATES

This funds resource management, roading and the main part of democracy.

In the urban areas it also funds stormwater and in the rural areas it funds dog and stock control and rural fire.

Uniform Annual General Charge (UAGC)

This funds the following activities: libraries, cemeteries, economic development, refuse transfer and landfill, civil defence, part of democracy and inspections for liquor, building and health.

TARGETED RATES

Reserves & Civic Amenities (UAC)

This funds parks and reserves, swimming pools and community buildings.

Water Supply

This funds the operation costs of maintaining the water reticulation system and treatment plants.

Wastewater Disposal

This funds the operational costs of maintaining the wastewater reticulation system and treatment plants.

Refuse

This funds the costs of collection and disposal of refuse.

Water Races

This funds contract works for inspections of the Moroa and Longwood water races, monitoring and compliance with Greater Wellington Regional Council's resource consents and physical works at the two river intakes.

RATING POLICIES

Set out below is a brief description of the criteria applicable to each type. Full details of the following policies are available from the Council Office or website www.swdc.govt.nz.

Rates Postponement

Extreme Financial Circumstances - ratepayers experiencing extreme financial circumstances which affect their ability to pay rates may be eligible to apply for rates postponement. Applications will be considered on a case-by-case basis and must meet the criteria listed in the policy. Full disclosure of financial position and circumstances is required.

Ratepayers Aged 65 Years and Over – ratepayers are offered a choice between paying rates now or later subject to the full cost of postponement being met by the ratepayer and Council being satisfied that the risk of loss in any case is minimal. Applications will be considered on a case-by-case basis and must meet the criteria and conditions listed in the policy.

Remission and postponement of rates on Māori freehold land

Council may grant an application for remission on all or some of the rates on Māori freehold land provided that the land is the subject of a Māori Land Court order stating that the rating unit is Māori freehold land. These applications should be received by Council prior to the commencement of the rating year.

Rates payments applied to oldest debt

Payments received for rates will be applied to the oldest debt first, regardless of whether the payer requests the payment be applied to the current debt. Rates debt becomes unenforceable after a period of time; this policy assists in avoiding debt falling into this category.

Remission and postponement of penalties

Council may remit **penalties** where it considers that it is fair and equitable to do so, upon receipt of an application from a ratepayer for significant family disruption, a previous good payment history, missing postal payments, change of ownership transaction, Council error or an agreed repayment scheme. Applications must be on the approved form and meet the remission policy criteria set by council.

Community, Sporting and Other Organisations using land for community or sporting purposes and not operated for private pecuniary profit may qualify for a remission of 50% of the General Rate, Uniform Annual General Charge and Reserves & Civic Amenities rate.

Land Protected for Natural, Historic or Cultural Conservation Purposes may qualify for a remission of all rates. Applications must be in writing and supported by documentary evidence of the protected status of the rating unit e.g. a copy of the covenant or other legal mechanism.

Uniform Annual General Charges may be remitted in certain circumstances where for subdivision purposes, land has been subdivided, title has been issued and the unsold contiguous Lots remain in common ownership; or in certain circumstances where contiguous rural rating units are farmed as a single entity.

Reserves & Civic Amenities Charges may be remitted in certain circumstances where for subdivision purposes, land has been subdivided, title has been issued and the unsold contiguous Lots remain in common ownership; or in certain circumstances where contiguous rural rating units are farmed as a single entity, or one rating unit is not contiguous but is used as a run-off to the main farm rating unit.

Natural Disaster affected properties may be remitted according to the conditions, criteria and level of funding provided and set by Central Government.

Separately Used or Inhabitable Part (SUIP)

Council applies the following definition of SUIP: Separately used or inhabitable part of a rating unit.

GREATER WELLINGTON REGIONAL COUNCIL

Greater Wellington Regional Council is the promotional name of the Wellington Regional Council. Any reference to the Greater Wellington Regional Council on this assessment is deemed to be a reference to the Wellington Regional Council.

How are Greater Wellington Regional Council's rates set and collected?

The Greater Wellington Regional Council sets its own rates, which are invoiced and collected by the relevant city or district council in the Wellington Region, being the South Wairarapa District Council for the above property. Such combined collection arrangements are more cost efficient and convenient for ratepayers.

You will receive a combined rates assessment/invoice notice from the South Wairarapa District Council for each instalment showing the amount due for both the South Wairarapa District Council and Greater Wellington Regional Council. Each invoice will clearly show where and when payment is due.

ACTIVITIES OR GROUPS OF ACTIVITIES THAT ARE FUNDED BY THESE RATES

General rate

The general rate is mainly used to fund public good activities that benefit “the region as a whole. It funds almost all of these activities: Regional leadership, including mana whenua engagement, emergency management, parks, policy and planning, environmental science, biodiversity, understanding flood risk and the Wairarapa water use project. It also funds 50% of all other flood protection activities.

Public transport

This rate contributes to public transport funding, for the public benefits if the services and infrastructure.

River management

These rates are for flood protection services within local communities.

Wellington Regional strategy

This rate includes funding for the Wellington Regional Economic Development Agency (WREDA).

Pest management

Rates are for control of possums, and predators, and apply to rural properties that are 4 hectares or more.

Wairarapa Schemes

Scheme rates are set on individual properties within river management schemes within the Wairarapa, to fund flood protection, and land management activities affecting these properties.

Warm Greater Wellington

This rate is for properties that use GWRC assistance for clean heat and insulation.

RATING POLICIES

Remission and postponement of penalties

Greater Wellington Regional Council **may** remit or postpone a penalty where it considers that it is fair and equitable to do so upon receiving applications from ratepayers.

Rates postponement

Greater Wellington Regional Council **will** postpone its rates where ratepayers have applied in writing **and** can demonstrate they are experiencing extreme financial circumstances which affect their ability to pay rates **and/or** the ratepayer has had rates postponed in part or full by the South Wairarapa District Council. If granted, the annual rates will be postponed for a period of one year. The postponement must be reapplied for annually.

Remission of rates in special circumstances

Greater Wellington Regional Council **may** remit its rates in special circumstances where it considers it fair and equitable to do so. Applications under this policy must be made in writing.

Remission and postponement of rates on Māori freehold land

Greater Wellington Regional Council **may** grant an application for remitting or postponing all or some of the rates on Māori freehold land provided the land is the subject of a Māori Land Court order stating that the rating unit is Māori freehold land. These applications should be in writing and be received by Greater Wellington Regional Council before the start of the rating year.

Rates payments applied to oldest debt

Payments received for rates will be applied to the oldest debt first, regardless of whether the payer requests the payment be applied to the current debt. Rates debt becomes unenforceable after a period of time; this policy assists in avoiding debt falling into this category.

Appendix 3 – Schedule of Fees and Charges 2023/24



**SOUTH WAIRARAPA
DISTRICT COUNCIL**

Kia Reretahi Tātau

DRAFT

**SCHEDULE OF
FEES & CHARGES
2023/2024**

Effective 1/7/2023

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2023-2024 SCHEDULE OF FEES AND CHARGES

Fees shown are inclusive of GST

COMMUNITY SERVICES	FEES \$
COUNCIL OFFICES	
19 Kitchener Street, Martinborough 5711	
Postal: P O Box 6. Martinborough 5741	
Website: www.swdc.govt.nz	
Opening Hours:	
9:00am-4.00pm Monday - Friday	
Rubbish Bags – purchased from Council Office and Service Centres	
Per bag	3.00
Bundle of 10	30.00
Photocopying: Black and white (per copy)	
Single sided A4	0.20
Single sided A3	0.40
Double sided A4	0.30
Double sided A3	0.80
Photocopying: Colour (per copy)	
Single sided A4	0.30
Single sided A3	0.50
Double sided A4	0.50
Double sided A3	1.00
Laminating	
A3	3.00
A4	2.00
Street Index – with rates	127.00
Local Government Official Information Requests (per half hour, first hour free)	38.00
Photocopy plans etc:	
Time involved to retrieve and/or photocopy plans (per 10 minutes)	10.00
Any other services not covered elsewhere (per hour)	75.00

LIBRARY / SERVICE CENTRES

	<u>FEATHERSTON</u>	<u>GREYTOWN</u>	<u>MARTINBOROUGH</u>
	(Library & Council service centre)	(Library & Council service centre)	(Library)
		Greytown Town Centre	Waihinga Centre
	70-72 Fitzherbert Street	89 Main Street	Texas Street
	Ph: 06 308 9030	Ph: 06 304 0961	Ph: 06 306 9758
Opening Hours:			
Monday	9.30am – 5.00pm	9.30am – 5.00pm	9.30am – 5.00pm
Tuesday	9.30am – 5.00pm	9.30am – 5.00pm	9.30am – 5.00pm
Wednesday	9.30am – 5.00pm	9.30am – 5.00pm	9.30am – 5.00pm
Thursday	9.30am – 5.00pm	9.30am – 5.00pm	9.30am – 5.00pm
Friday	9.30am – 5.00pm	9.30am – 5.00pm	9.30am – 5.00pm
Saturday	9.30-1pm	9.30-1pm	9.30-1pm
Sunday	Closed	Closed	Closed

CHARGES FOR ALL LIBRARIES:	Fees \$
Reservation of Books	No charge
Replacement Cards	No charge
Lost or damaged library book	At replacement cost
Inter-library loan Items	10.00 plus cost charged by lending library
Photocopying/Printing: Black and White (per copy)	
A4 Single sided	0.10
A4 Double sided	0.30
A3 Single sided	0.40
A3 Double sided	0.80
Photocopying/Printing: Colour (per copy)	
A4 Single sided	0.30
A4 Double sided	0.50
A3 Single sided	0.50
A3 Double sided	1.00
Internet	No charge
DVD/Video Hire (one week)	2.00
Laminating	
A4	2.00
A3	3.00

POOLS

FEATHERSTON

Opening Hours	School Terms	School Holidays And Public Holidays
Monday	2.00pm – 7:30pm	1.00pm – 7.30pm
Tuesday	2.00pm – 5.30pm	1.00pm – 5.30pm
Wednesday	2.00pm – 7.30pm	1.00pm – 7.30pm
Thursday	2.00pm – 5.30pm	1.00pm – 5.30pm

Friday	2.00pm – 7.30pm	1.00pm – 7.30pm
Saturday - Sunday	11.00am – 7.30pm	11.00am – 7.30pm
GREYTOWN		
Opening Hours	School Terms	School Holidays And Public Holidays
Monday	2.00pm – 7:30pm	1.00pm – 7.30pm
Tuesday	2.00pm – 5.30pm	1.00pm – 5.30pm
Wednesday	2.00pm – 7.30pm	1.00pm – 7.30pm
Thursday	2.00pm – 5.30pm	1.00pm – 5.30pm
Friday	2.00pm – 7.30pm	1.00pm – 7.30pm
Saturday - Sunday	11.00am – 7.30pm	11.00am – 7.30pm
MARTINBOROUGH		
Opening Hours	School Terms	School Holidays And Public Holidays
Monday - Friday	2.00pm – 7:30pm	1.00pm – 7.30pm
Saturday - Sunday	11.00am – 7.30pm	11.00am – 7.30pm
No Charges (All towns)		

SPORTS STADIUM	
FEATHERSTON SPORTS STADIUM AND ANNEX	FEEES \$
Hours	
Daytime: 8:00am – 6:00pm	
Evening: 6:00pm – 12:00am	
Rates	
Daytime:	85.00
Evening:	52.00
Hourly: (Stadium) – minimum 2 hours	11.00 per hr
Hourly: (Annex) – minimum 2 hours	2.50 per hr

COMMUNITY BUILDINGS	
ALL VENUES – SMALL, MEDIUM AND LARGE	FEEES \$
Fees and Charges – (in addition to hire charges)	
Deposit (if required)	50% of hire charge

Bond (if alcohol to be served)	300.00
Additional Cleaning fee - per hour (if required)	35.00
- Small & Medium venues (1 hour minimum)	
- Large venues (2 hours minimum)	
Projector/TV use - per session	20.00
PA/Sound System use - per session	30.00
Access to Kitchen Facilities (Small and Medium venues)	20.00
Custodian Call-out – per hour (if required)	25.00

SMALL VENUES (6 – 20 GUESTS) *

GREYTOWN UPSTAIRS ROOMS (ONLY AVAILABLE DURING LIBRARY OPENING HOURS) GREEN ROOM AND JOE REWI ROOM	FEES \$
Weekday – morning or afternoon	30.00
Weekday – full day	55.00
Saturday – 10.00am – 12.00 noon	25.00
<i>* Actual room capacity will depend on the venue being hired</i>	

MEDIUM VENUES (20 – 150 GUESTS) *

MARTINBOROUGH SUPPER ROOM, FEATHERSTON KIWI HALL AND/OR SUPPER ROOM, GREYTOWN WBS ROOM	FEES \$
Meetings/Conferences/Performances	
Weekday – morning or afternoon	50.00
Weekday – full day	90.00
Monday to Thursday evening	50.00
Friday evening, Saturday, Sunday, Public Holidays	110.00
Functions – (Weddings/Dinners/Balls)	
Weekday – morning or afternoon	110.00
Weekday – full day	200.00
Monday to Thursday evening	120.00
Friday evening, Saturday, Sunday, Public Holidays	270.00
Displays/Exhibitions/Sale of Goods/Auctions (Clear Floor)	
Community Group and Free Admission Event	25.00 per day
Admission Charged or Commercial:	
Weekday – morning or afternoon	35.00
Weekday – full day	60.00
Monday to Thursday evening	35.00
Friday evening, Saturday, Sunday, Public Holidays	80.00

Sport and Fitness	
Clear floor, activities with no audience	25.00 per hr
Pack In/Out Per Day	25.00
* Actual room capacity will depend on the venue being hired	

LARGE VENUES (50 – 300 GUESTS) *	
GREYTOWN TOWN CENTRE FORUM, GREYTOWN TOWN CENTRE FORUM & WBS ROOM, ANZAC HALL (INCL. SUPPER ROOM), MARTINBOROUGH TOWN HALL (INCL. SUPPER ROOM)	FEES \$
Kitchen Access Included in Hire Charge	
Meetings/Conferences/Performances	
Weekday – morning or afternoon	110.00
Weekday – full day	210.00
Monday to Thursday evening	120.00
Friday evening, Saturday, Sunday, Public Holidays	350.00
Each hour after midnight	100.00
LARGE VENUES (50 – 300 GUESTS) CONTINUED	
Functions – (Weddings/Dinners/Balls)	
Weekday – morning or afternoon	185.00
Weekday – full day	295.00
Monday to Thursday evening	200.00
Friday evening, Saturday, Sunday, Public Holidays	450.00
Each hour after midnight	100.00
Displays/Exhibitions/Sale of Goods/Auctions (Clear Floor)	
Community Group and Free Admission Event	25.00 per day
Admission Charged or Commercial	
Weekday – morning or afternoon	50.00
Weekday – full day	75.00
Monday to Thursday evening	50.00
Friday evening, Saturday, Sunday, Public Holidays	125.00
Sport and Fitness	
Clear floor, activities with no audience	25.00 per hr
Pack In/Out Per Day	50.00
* Actual room capacity will depend on the venue being hired	

PARKS AND RESERVES	FEES \$
Use of any Council park or reserve <i>(Bookings must be made in advance on the Event Application Form for events, or the Application to Use Form for seasonal sports use)</i>	No Charge
Additional rubbish bins	At cost
Additional toilet cleaning/stocking	At cost
Lost keys	Replacement cost
Staff call out (per call out, per hour)	150.00

CEMETERIES	FEES \$
Burial	
Adult	750.00
Child – Under 10	320.00
Infant – Under 1	150.00
Burial of Ashes	230.00
Extra Depth Charge (not available in Featherston)	275.00
Top Soil Charge	320.00
Burial on weekends, holidays or before noon on a Monday or the day after a Public Holiday	1,150.00
Additional Fee – Non-Resident	900.00
Breaking Concrete	Actual cost
Disinterment or Re interment by Arrangement	Actual cost
Plot Fee	
Adult	1,000.00
Infant under 1	160.00
Child under 10	320.00
Cremation Plot	300.00
Columbarium Wall	300.00
RSA	
No charge for plot, or out of district fee – charge interment fee only.	

HOUSING FOR SENIORS	NEW RENT PER WEEK \$	NEW RENT PER FORTNIGHT \$
Greytown		
Westhaven (Double)	120.00	240.00
Martinborough		
Cecily Martin (Double)	130.00	260.00
Featherston		
Burling (Single)	110.00	220.00
Burling (Double)	120.00	240.00
Matthews (Double)	130.00	260.00

DOG REGISTRATION	FEEES \$
General Fees:	
Urban Entire	121.00
Desexed	85.00
Rural Entire	77.00
Desexed	47.00
Flat fee for up to 10 Rural Dogs	242.00
Additional Rural dogs over 10 (per additional dog)	24.00
Certified* disability assist dog * as per schedule 5 of Dog Control Act 1996	0.00
Late Fees:	
Urban Entire	181.00
Desexed	126.00
Rural Entire	115.00
Desexed	70.00
Late Flat fee for up to 10 Rural dogs	363.00
Additional Rural dogs over 10 (per additional dog)	36.00
Impounding Fees:	
First Impounding	80.00
Second Impounding	200.00
Third Impounding	300.00
Housing (per day)	25.00
Other Fees:	
Micro-chipping (per dog)	20.00
Seizure Fee	100.00
Costs and expenses relating to seizing a dog	Actual cost plus 10%
Surrender a dog for euthanasia	\$350 + Actual cost

Permit application to keep more than two dogs in an urban area, including breeder	165.00
Replacement registration tag (if tag lost or damaged)	8.00
Bark Control Collars	Actual cost plus 10%

STOCK RANGING	FEES \$
Costs and expenses for impounding and securing impounded stock	Actual costs plus 10%
Call out fee per hour (or part of)	150.00
Impounding Fees:	
First Impounding per animal	200.00
Second Impounding per animal	400.00
Third impounding per animal	600.00
Housing (per day per animal)	50.00

ENVIRONMENTAL SERVICES – SAFE FOOD, BYLAWS, NOISE, GENERAL, GAMBLING	FEES \$
Food Act Registration	100.00
Food Act Verification	442.00
EHO Hourly Rate for Compliance Enforcement (per hour)	150.00
Camping Ground (per annum)	260.00
Relocatable Home Park	150.00
Hairdressers Registration (per annum)	260.00
Offensive Trade Registration (per annum)	260.00
Bylaw Permit Fee (includes hawkers, advertising signs, hoardings, street stalls [large], amusement galleries, event registration)	156.00
Bylaw Permit Fee (includes street stall [small])	21.50
Beauty Therapy, Tattooing and Skin Piercing, Funeral Directors (registration and inspection fee one hour)	156.00
Amusement Devices – for one device, for the first seven days of proposed operation or part thereof	11.50
- Additional Device – first week (or part week)	2.30
- Additional Weeks (or part week) per device	1.15
Noise Control	
Noise control charges (seizure) - per callout to property	250.00
Return of seized equipment – administration and return fee per property, PLUS:	102.00
Burglar alarm disconnection (if required) (Actual contractor costs, plus staff time @ \$150.00 per hour, plus 10%)	Actual costs, plus staff time + 10%
General	
Abandoned vehicles removal and disposal (Actual contractor costs, plus staff time @ \$150.00 per hour, plus 10%)	Actual costs, plus staff time + 10%

ENVIRONMENTAL SERVICES – SAFE FOOD, BYLAWS, NOISE, GENERAL, GAMBLING	FEEES \$
Bylaws Enforcement (incl. long grass removal (fire risk) and removal of vegetation over-hanging public places). (Actual contractor costs, plus staff time @ \$150.00 per hour, plus 10%)	Actual costs, plus staff time + 10%
Gambling	
Venue and gaming machine per consent	357.00
ENVIRONMENTAL SERVICES - ALCOHOL LICENSING	FEEES
Licence Applications	As per Act
Manager's Certificates	As per Act

PLANNING - RESOURCE MANAGEMENT; LOCAL GOVERNMENT ACTS	FEES \$
<i>IN ACCORDANCE WITH S.36AAB(2) OF THE RESOURCE MANAGEMENT ACT 1991, PAYMENT OF DEPOSITS AND FEES ARE REQUIRED IN FULL, EXCEPT WHERE ACTUAL COSTS ARE GENERATED IN THE PROCESSING OF AN APPLICATION, BEFORE WORK WILL COMMENCE ON AN APPLICATION. * DENOTES MINIMUM FEE DEPOSIT, ALL OTHER FEES ARE FIXED MINIMUM FEE APPLICATIONS WILL INCUR CHARGES AT OFFICERS HOURLY RATE AND CONSULTANT/CONTRACTORS COSTS.</i>	
Deemed Permitted Boundary/Marginal Activities	
Permitted Boundary Activity (PBA)	325.00
Permitted Marginal Activity (PMA)	*325.00
Pre -application meetings	First hour free, officers' hourly rate thereafter
Non-Notified Land Use*	
Controlled	*900.00
Restricted Discretionary	*1,050.00
Restricted Discretionary (minor)	*600.00
Discretionary	*1,350.00
Discretionary (Heritage – Minor)	*600.00
Non-Complying	*1,950.00
s221 Consent notice cancellation or variation	*1,350.00
Non-Notified Subdivision*	
Controlled	*1,275.00
Restricted Discretionary	*1,345.00
Discretionary	*1,755.00
Non-Complying	*1,960.00
All Limited Notified Applications – includes all land use and subdivision consents, Notices of requirements and amendments, and reviews of conditions and any other matter requiring limited notification	*2,090.00
All Publicly Notified Applications includes all land use and subdivision consents, Notices of requirements and amendments, and reviews of conditions and any other matter requiring limited notification	*5,000.00
Private Plan Change Applications	
<i>All fees are a deposit only. Where the costs for processing an application exceed the fee deposit, the additional cost will be payable.</i>	
Staff time (per hour)	150.00
Expert advice (e.g. heritage, engineering, hazards, cultural, landscape etc.)	At cost
Plan change	*20,000.00

Additional Charges	
Site Inspections (per inspection up to one hour, then hourly rate shall apply)	*100.00
Pre-hearing	*535.00 Plus hourly rate after 1 hour
Hearing administration fee	1,225.00 Plus cost of commissioners
Hourly rate above deposit	150.00
External consultant advice required for processing applications	Actual cost
Engineering plans for certification – admin fee per approval (per residential; and rural vehicle crossings) Officers hourly rate for other approvals – invoiced but payable prior to release of certification	*25.00
Engineering design approval and amendments to approvals	\$150 per hour
Engineering inspections	\$150 per hour
Engineering advice for applications	\$150 per hour
Protected trees	No Charge to Applicant#
<i># Fees will not be charged for applications relating to in-ground disturbance work/ trimming or removing trees listed in Appendix 1.4 (Notable Trees) of the Wairarapa Combined District Plan. This only applies where no other aspect of the proposal requires resource consent; e.g. a yard encroachment.</i>	
Certification	
s223 Certificate (surveying approval)	*500.00
s224 Certificate (subdivision Certificate)	*650.00 Plus inspection fees, officers hourly rates
s226 Certificate (de-amalgamation)	*650.00
s240/241 Approval (de-amalgamation/amalgamation and other covenants)	*650.00
s243 Approval (easements)	*650.00
s348 of LGA Approval	650.00
s139 Certificate – Certificate of Compliance s139A Certificate - Certificate of existing use	*1,050.00
s176 Outline Plans	*750.00
Any other certification	Officers hourly rate
Signing fee	25.00 Per document
S176a Outline Plan Waiver	First hour free, hourly rate thereafter
s125 Request to extend Consent Timeframe	*1,050.00

s357 Objection to Decision/Conditions of Consent	850.00
Planning Certificate (SSoA 2012)	150.00
s222 Bond Certificate	400.00
Instrument creating esplanade reserve/strip	Officers hourly rate plus legal fees
Road naming	*500
s127 Variation to Consent	
Land Use Consent	*1,050.00
Subdivision Consent	*1,800.00
s.128 Review of consent – Where initiated by applicant	*1,050.00
Land Information Memorandum Report	
LIM – Urgent (5 working days)	460.00
LIM – Standard (10 working days)	255.00
Investigations/compliance monitoring – Resource Management Act 1991, District Plan and Resource consents (excluding relocates)	
Investigations when non-compliance is determined with the Resource Management Act 1991, District plan and/or requirements of approved consent – can be charged as part of and necessary and subsequent applications at the Planning Managers discretion	Officers hourly rate
Application for a New Road or Right of Way Name	
Certificate of Title Searches	*115.00
	30.00 plus 5 per interest attached

BUILDING CONSENTS AND PIMs <i>Please note the fees listed below are Initial Fees only. They include administration time, vetting, specified processing and inspection time. They do not include any additional administration, pro or inspections, disbursements, consultant fees, Building Research Assn or MBIE levies.</i>		ALL FEES GST INCLUSIVE
Minor Work		
Solid Fuel Heater		360.00
Inbuilt Solid Fuel Heater		480.00
Minor Plumbing & Drainage (includes 1hr processing, 2 inspections)		480.00
Drainage Work (up to 2 hrs processing, 2 inspections)		796.00
Marquee >100sqm		386.00
Also see discretionary exemptions for marquees		
Sheds/Garages/Swimming Pools		
New swimming pool and pool fence (up to 1hr processing, 2 inspections)		696.00
Pool fence only - New or full replacement (up to 1hr processing, 1		310.00
Minor alteration to existing pool fence (up to 1/2 hour processing, 1		220.00
Garden Sheds/Carports up to \$19,000 value (up to 1.5hr processing, 2		696.00
Minor Farm Buildings up to \$40,000 value (up to 1.75hr processing, 2 inspections)		796.00
Larger farm buildings over \$40,000 value (up to 3hr processing, 2		1,172.00
Standard Garages (up to 2 hr processing, 2 inspections)		822.00
Standard Garages with sleepout (up to 2.5 hrs processing, 3 inspections) (2)		1,082.00
Garages with plumbing and drainage (up to 2.5 hrs processing, 3 inspections)		1,082.00
If outbuilding to be built wholly as Sleepout use Dwelling fee		
Transportable outbuilding - yard built to be moved offsite (up to 2 hrs processing, 4 inspections)		1,392.00
Residential Repile (up to 1 hr processing, 2 inspections)		672.00
Residential Removal (up to 1hr processing, 1 inspection)		360.00
Residential New Buildings (including Multiproof)		
Building work < \$300,000 (up to 8 hours processing, 8 inspections)		3,432.00
Building work < \$500,000 (up to 10 hours processing, 8 inspections)		3,832.00
Building work < \$1,000,000 (up to 12 hours processing, 10 inspections)		4,552.00
Building work > \$1,000,000 (up to 14 hours processing, 10 inspections)		4,952.00
Residential Additions & Alterations		
Minor building work <\$5,000 (up to 1 hour processing, 2 inspections)		510.00
Building Alterations <\$15,000 (up to 2 hours processing, 3 inspections)		796.00

Building Alterations <\$50,000 (up to 3 hours processing, 3 inspections)		1,272.00
Building Alterations <\$100,000 (up to 5.5 hours processing, 4 inspections)		1,992.00
Building Alterations <\$300,000 (up to 7 hours processing, 5 inspections)		2,552.00
Building Alterations <\$500,000 (up to 9 hours processing, 7 inspections)		3,272.00
Building Alterations >\$500,000 (up to 12 hours processing, 8 inspections)		4,032.00
Relocated Buildings - Residential		
Relocated Buildings <\$100,000 (up to 4 hours processing, 3 inspections)		1,832.00
Relocated Buildings >\$100,000 (up to 6 hours processing, 4 inspections)		2,392.00
New Buildings - Commercial		
Building work < \$300,000 (up to 8 hours processing, 8 inspections)		3,832.00
Building work < \$500,000 (up to 10 hours processing, 8 inspections)		4,232.00
Building work < \$1,000,000 (up to 12 hours processing, 10 inspections)		5,352.00
Building work > \$1,000,000 (up to 14 hours processing, 10 inspections)		5,752.00
Additions and Alterations - Commercial		
Minor building work <\$5,000 (up to 1 hour processing, 2 inspections)		872.00
Building Alterations <\$15,000 (up to 2 hours processing, 3 inspections)		1,332.00
Building Alterations <\$50,000 (up to 3 hours processing, 3 inspections)		1,632.00
Building Alterations <\$100,000 (up to 5.5 hours processing, 4 inspections)		2,392.00
Building Alterations <\$300,000 (up to 7 hours processing, 5 inspections)		3,152.00
Building Alterations <\$500,000 (up to 9 hours processing, 7 inspections)		4,072.00
Building Alterations >\$500,000 (up to 12 hours processing, 8 inspections)		4,832.00
<i>Development levies may apply to commercial building consents. Please check with Council.</i>		
Other Charges		
Document Management and storage fee - Applies to all applications		100.00
BCA Accreditation Levy		50.00
Hardcopy lodgement fee (excluding fireplaces and minor works)		100.00
Hourly Rate - Where processing time exceeds that stated		200.00
Inspection fee - per inspection		160.00
Amendment Fee Up to 1hr processing plus admin (extra inspections not included)		300.00
Minor Variation Fee – No application form required (includes ¼ hour processing and admin.)		150.00
BRANZ Levy is \$1.00 per \$1,000. of GST Inclusive work of \$20,000. or more		
Building Levy is \$1.75 per \$1,000. of GST Inclusive work of \$20,444. or more		
Project Information Memorandum - PIM (Includes 2 hours processing)		396.00
Historical CCC application applies to all consents granted >5 years prior		260.00

<i>The building consent fee does not include the cost of any structural or fire engineer's assessment which may be required.</i>		
Structural Engineering or Fire Engineering Assessment/Peer Review		Cost + 10%
Fire and Emergency Design Review		No Charge
Compliance Schedule – new or amended – rate per hour		200.00
Building Warrant of Fitness – audit inspection fee per hour		200.00
Building Warrant of Fitness – Annual Renewal (1-2 systems)		80.00
Building Warrant of Fitness – Annual Renewal (more than 2 systems)		150.00
Certificate of Acceptance – Building consent fee for the applicable building payable with lodgment, plus actual cost charges at \$200.00 per hour payable on issue of certificate.		
Change of Use Notification		200.00 per hour
Building Certificate (Sale and Supply of Alcohol)		100.00
Building Consent Exemption Fee (Schedule 1 Exempt Building Work)		300.00
Application for Certificate of Public Use		300.00
Application for a Modification or Waiver to a Building Consent		100.00
Building Consent Minor Works printed		10.00 per 10 mins
Building Consent Residential Consents printed		150.00
Building Consent Commercial Consents printed		300.00
Property File Search (Includes download, scanning documents and email)		30.00
Infrastructure Protection Deposits (refundable)		1,000.00
- All relocated dwellings (onto site or off site)		
- All commercial work in urban areas with a value of more than \$500,000		
- And at Officer's discretion when there is a risk to infrastructure		
Swimming Pool Charges – Existing Pools		
Triennial compliance inspection (Compliant on inspection)		160.00
Re-inspection (1 to 3 items) onsite or via desktop with photos provided (at		80.00
Re-inspection (>3 items) Onsite inspection required		160.00
Admin Fee for Audit carried out by IQPI		100.00
Removal of Pool – Owner to supply evidence (photos)		No charge
INFRASTRUCTURE AND SERVICES		FEES
		\$
Roading		
Land Purchase (including road stopping)		
Application fee		635.00
Survey, legal, valuation and land purchase		At cost
Corridor Access		
Corridor Access Request (CAR)		180.00
Corridor Access Request with Traffic Management Plan (4 months)		400.00
Corridor Access Request with Traffic Management Plan (12 months) & generic		1,000.00

TMP third resubmission fee	500.00
Work Access Permit (WAP) extension	75.00
CAR/WAP warranty close off	50.00
Temporary Road Closure	400.00
Corridor Access Enforcement	
Non notification fee	350.00
Issue Stop work notice	1,500.00
Non-conformance notice	750.00
Corridor access staff fees	
TTM auditors per hour	125.00
Corridor officer	115.00
Engineer	185.00
Travel Costs (per km)	1.10
Permits	
Generic Overweight Permit	100.00
Individual Overweight Permit	100.00
Vehicle Crossing application	225.00
Street Opening application	225.00
No Spraying areas	
install 2 pegs	60.00
install additional per peg	25.00
Infringement / fines	
Damage to road reserve	At cost
Damage to road corridor infrastructure	At Cost
Trimming of encroaching vegetation	At cost
Tipping of waste within the road corridor	At cost
Water and Sewer Connections	
(All New Dwellings on Town Supply)	
Road Opening Bond	550.00
Water Administration Fee (paid to Council)	67.00
Sewer Administration Fee (paid to Council)	67.00
1. New water and sewer connections are administered by Council	
2. The applicant must use a contractor acceptable to Council	
3. No work may commence until the administration fee has been paid, and Council's maintenance contractor or the contractor have been notified	
4. Council's maintenance contractor must be advised of <u>all</u> work	
Sewerage	
Dumping Septic Tank Waste (per cubic metre)	62.00
Trade Waste Application	150.00
Trade Waste Annual Permit Fee	20.00
Trade Waste Annual Consent Fees (auditing/monitoring)	

- High Risk	460.00
- Moderate Risk	225.00
- Low Risk	105.00
- Reinspection Fee	100.00
For large discharges:	
Flow	0.56/m3
BOD	0.59/kg
SS	0.61/kg
Financial Contributions *	
Financial Contribution water	3,736.83
Financial Contribution sewer	2,013.17
<i>* Note there are specific charges levied under the RMA/Wairarapa Combined District Plan in relation to Greytown developments. Contact SWDC for more detail.</i>	
Water Rates	
Ad hoc water reading fee	40.00
Urgent water reading fee (within 48hrs)	100.00
Use over 350m3	1.84 per m3
Vehicle Crossings	
Vehicle Run Up Charge	550.00
<i>(Refunded after completed to Council specifications)</i>	
Rapid Numbers	
Rapid Numbering (per number)	50.00

TRANSFER & RECYCLING STATIONS

	<u>FEATHERSTON</u>	<u>GREYTOWN</u>	<u>MARTINBOROUGH</u>	<u>PIRINOA</u>
	Recycling Station	Recycling Station	Transfer and Recycling Station	Recycling Station
	60 Johnston Street	Cotter Street	Lake Ferry Road	3031 Lake Ferry Road
Monday	Closed	Closed	Closed	Closed
Tuesday	Closed	1.00pm - 3.30pm	Closed	Closed
Wednesday	Closed	Closed	10.00am - 4.00pm	1.00pm – 3.00pm
Thursday	11.00am – 3.00pm	Closed	Closed	Closed
Friday	Closed	Closed	Closed	Closed
Saturday	11.00am – 3.00pm	10.00am – 12.00pm	10.00am - 4.00pm	10.00am – 12.00pm
Sunday	11.00am – 3.00pm	10.00am – 1.00pm	10.00am - 4.00pm	3.00pm – 5.00pm (May – August) 4.00pm – 6.00pm (September – April)

REFUSE	FEES \$
Official Council Refuse bag	No charge
All other – up to 30 kg	11.20

General Refuse (Martinborough Only)	275.00 per tonne
Clean fill (weighed)	7.50 per tonne
RECYCLING	FEES \$
Clean and sorted recyclable items	No charge
Replacement Recycling Bins	17.50
Replacement Wheelie Bins	60.00
Green Waste (Recycling Stations)	
Car Boot/Fadge	6.30
Van/Trailer (6x4 trailer no cage)	15.40
Large Trailer/Small Truck (6x4 with cage, 8x4 trailer)	30.00
Large Truck Up to 6 tonne	67.80
Larger loads by the discretion of Council's Operator	
Car Bodies – Stripped (Martinborough Only)	40.00
Tyres (Martinborough Only)	
Car Tyres (per tonne)	670.00
Car & 4WD Tyres – up to four tyres on rims	5.50 each
Truck, Tractor or Earthmover Tyres, more than four tyres per load (any type) or mixed load containing tyres	670.00 per tonne
e-Waste (Electronic waste)	
Small items – mobile phones, cameras etc	No charge
Medium sized items - Keyboards, docking stations, modems, routers, stereos, gaming consoles	5.00
Tv's/ Computer monitors and larger peripherals – Tv's, Monitors, printers, fax machines, microwaves	20.00
Photocopiers	50.00

Wairarapa Economic Development Strategy (WEDS) Work Programme for Approval

1. Purpose

For the Council to review and approve the Wairarapa Economic Development Strategy (WEDS) Work Programme for 2023-2024.

2. Recommendations

Officers recommend that the Council:

1. Receives the Report (Attachment 1).
2. Receives the Letter of Endorsement from the WEDS Forum Chair (Attachment 2).
3. Approves the WEDS Work Programme for 2023-2024, as per the attached workplan (Attachment 3) and budget (Attachment 4).
4. Notes that the WEDS MoU and budget will be reviewed as part of the 2024 LTP process.
5. Notes that progress on the work programme will be reported to the WEDS Forum who oversee the implementation of the WEDS Strategy.

3. Significance

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

4. Background

The Wairarapa Economic Development Strategy was adopted in October 2022. The Strategy vision is for Wairarapa to THRIVE. This will be achieved through growing comparative advantage (opportunities), fostering enterprise that underpins the future economy, and building resilience (enablers) by protecting what we have got and working to make it better.

The 2022-2024 Memorandum of Understanding (MoU) between the three Wairarapa District Councils (Carterton, Masterton and South Wairarapa) and the Wellington Regional Economic Development Agency (WellingtonNZ) records the commitment to support the delivery and implementation of the WEDS. The MoU reflects the responsibilities of the four parties; allocates funding from each District Council to WellingtonNZ for the implementation of the WEDS; defines the role and structure of the WEDS Forum; and specifies the review period:

- A. WellingtonNZ agrees to provide the Programme Management Office (PMO) function for the WEDS. WellingtonNZ commits to employ and fund a programme manager and a programme coordinator.
- B. The three Wairarapa District Councils individually agree to their respective funding contribution for implementing the WEDS: \$100,000 from Masterton District Council; \$60,000 from Carterton District Council; \$75,000 from South Wairarapa District Council (note: amounts are per financial year and exclusive of GST).
- C. The purpose of the WEDS Forum is to govern the execution of the work programme. The Forum members include the independent chair, the mayor and the chief executive of each of the three Wairarapa District Councils, a representative from Greater Wellington Regional Council, a representative from Rangitāne Tū Mai Rā, a representative from Ngāti Kahungunu ki Wairarapa, the chairperson of Destination Wairarapa, a primary industry leader, and a business sector leader.
- D. The MoU will be reviewed by the WEDS Forum and presented to the three Wairarapa District Councils for endorsement at the beginning of each LTP cycle, with the next review due in June 2024.

An annual workplan and budget forecast will be included annually for approval by Councils. This is the purpose of this paper.

5. Discussion

5.1 Delivery of the WEDS Action Plan (2022-2023)

The initial period since October has been spent establishing the foundations for success and kick-starting delivery of the Action Plan.

Significant progress has been achieved with strategic actions refined with input from the newly elected Wairarapa Councils and the WEDS Forum. These actions represent the first steps in what are aspirational, multi-year efforts to grow economic resilience and comparative advantage for our region and are based on a leverage model.

The WEDS Activity Report for the period to 31 May 2023 can be found in **Attachment 1**. The report shows that progress has been made towards each focus area of the WEDS.

The WEDS PMO are forecasting to carry forward \$75,000 into financial year 2023-2024. This is due to delays in the adoption of the strategy and prioritisation of actions at the start of the year. Carry-over of funds is permitted under the terms of the MoU, and the carry-over amount is included in the 2023-2024 budget.

The annual report for the financial year 2022-2023 will be presented to Council by 31 August 2023.

5.2 Workplan and budget for approval (2023-2024)

The MoU requires that a workplan and budget be presented to Council for approval annually.

The workplan and budget have been designed to reflect the WEDS Focus Areas and Strategic Actions that have been identified as priorities for implementation in 2023-2024.

The priority Areas and Actions have been identified through consultation with the WEDS Forum in March, alongside individual workshops with each of the three District Councils in April.

Budget has been allocated to each Focus Area based on priorities, and initiatives have been identified for delivery under each Strategic Action.

The workplan and budget were unanimously agreed by the WEDS Forum in May and presented to the Wairarapa Combined Councils Forum on the 31st of May. A Letter of Endorsement from the Independent Chair of the WEDS Forum can be found in **Appendix 2**.

An overview of the workplan and budget is included below, and more details can be found in **Appendix 3** (workplan) and **Appendix 4** (budget).

Focus Area	Strategic Action	Initiative	Budget
Business	Acceleration Programmes	Rebel Business School	\$50,000
		Other acceleration programmes	
	Business Capability Development	WNZ Business Support Services	
		New capability development opportunities	
People	Tourism Sector Support	Dark Skies	\$25,000
	Wairarapa Workforce Plan Implementation	'GAP Year' pilot programme	\$50,000
		Wairarapa Workforce Plan initiatives	
Land Use & Water Resilience	Water Resilience Opportunities & Strategy	Waingawa Industrial Park water resilience	\$30,000
		Wairarapa Water entity	
		'Cluster' water education and small storage	
	Primary Sector Land Use	WEDS Forum advocacy for primary sector land use	\$-
Iwi	Māori Economic Development Framework	Māori Economic Development Plan	\$30,000
Technology	WNZ Tech Sector Strategy	Tech Sector Strategy connections	\$40,000
	Digital Training and Capability Building	Digital Infrastructure stocktake	
Infrastructure	Advocacy and Support	WEDS Forum advocacy for infrastructure	\$-
Operational	WEDS and Wairarapa Skills Leadership Group (WSLG)	WEDS Forum and WSLG Group governance, events, and marketing	\$65,000
		WNZ PMO operational overheads	\$20,000
		WNZ PMO people resources	\$250,000
		TOTAL WEDS EXPENDITURE FY23-24	\$560,000
		FY22-23 WEDS funding (carried forward)	\$75,000
		FY23-24 WEDS funding from Councils	\$235,000
		FY23-24 WNZ funding (people resources)	\$250,000
		TOTAL WEDS INCOME FY23-24	\$560,000

6. Options

A summary of the options considered is included in the table below.

#	Option	Advantages	Disadvantages
1	Council approves the WEDS work programme for 2023-2024	Priority actions for economic development identified by Council for the Wairarapa get implemented. WEDS Forum and PMO focus their efforts on driving the implementation of the WEDS.	None.
2	Council does not approve the WEDS work programme for 2023-2024	None.	Implementation of priority economic development actions is delayed. WEDS Forum and PMO efforts are diverted back to planning instead of delivering.

7. Next Steps

Masterton District Council, Carterton District Council, and South Wairarapa District Council are considering the WEDS work programme 2023-2024 for approval at their respective Ordinary Council meetings on 28 June 2023.

Once approved by all three councils, the WEDS PMO function provided by WellingtonNZ and the initiative leads will be delivering the work programme from 1 July, under the oversight of the WEDS Forum.

Quarterly progress reports on the workplan and budget will be presented at the Wairarapa Council Combined Forums and received by each council. An annual report will be provided within two months of financial year end.

The MoU will be reviewed by the WEDS Forum and presented to the three Wairarapa District Councils for endorsement as part of the LTP process in June 2024.

8. Considerations

8.1 Climate change

Climate change and the environment have been considered throughout the development of the WEDS.

The workplan includes Water Resilience as a Strategic Action and identifies three initiatives under this action: supporting the implementation of a commercial water resilience solution (infrastructure) for Waingawa industrial park; supporting Greater Wellington Regional Council to implement the Wairarapa Water Resilience Strategy; and supporting 'cluster' water education opportunities as identified by the Wairarapa User Groups and Federated Farmers.

The workplan includes WEDS Forum advocacy for primary sector land use as a Strategic Action, with an initiative to empower the Forum to understand the scale of the issue and support through advocacy for primary sector land use change and impacts.

8.2 Tāngata whenua

Iwi are voting members on the WEDS Forum, which governs the work programme. The Forum includes a representative from Rangitāne Tū Mai Rā and a representative from Ngāti Kahungunu ki Wairarapa.

The WEDS Forum also includes the Chairperson of the Wairarapa Skills Leadership Group (non-voting advisory member). The Chairperson speaks on behalf of the Skills Leadership Group, which includes representation from Māori in Business Wairarapa.

The priority Focus Areas and Strategic Actions for the work plan have been determined through workshops with the WEDS Forum and each of the three councils, including Māori representatives.

A priority Strategic Action in the workplan is to support the WEDS Iwi Representatives to develop a Māori Economic Development Plan, to be tied into the WEDS.

8.3 Financial impact

Funding for the delivery of the WEDS comes from the funds set aside for economic development as part of the long-term plan of each of the three Wairarapa district councils. For the 2023-2024 financial year, the contribution from MDC is \$100,000 ex GST, the contribution from CDC is \$60,000 ex GST, and the contribution from SWDC is \$75,000 ex GST.

WellingtonNZ contributes to the delivery of the workplan through the provision of human resources for the PMO, at a cost of \$250,000.

A further \$75,000 will be carried forward from this financial year, as permitted under the terms of the MoU.

The above contributions amount to a total income of \$560,000 for the 2023-2024 budget. This amount is allocated to expenditure totalling \$560,000 which will be used to cover personnel costs (\$250,000), support Strategic Actions and initiatives (\$225,000), run the WEDS Forum, Wairarapa Skills Group, and associated operational expenditure (\$65,000), and cover overhead costs for the PMO (\$20,000).

The implementation of the Strategic Actions and initiatives is based on a leverage model, utilising the budget available to target opportunities with regional impact using a 'Wairarapa-wide' lens, and maximising external co-funding opportunities.

8.4 Community Engagement requirements

Extensive consultation was undertaken as part of the review and refresh of the WEDS in 2021-2022. Input was sought from across business and industries, with feedback used to develop the refreshed WEDS. The WEDS was launched in November 2022 at a public event.

The WEDS Forum governs the delivery of the work plan. Alongside representation from councils and iwi, the Forum includes voting members from the tourism sector, primary industry, and the business sector.

The priority Focus Areas and Strategic Actions for 2023-2024 were determined through workshops with each council, and the WEDS PMO will present quarterly reports to the Combined Councils Forum.

8.5 Risks

A limited amount of funding is available for the delivery of the workplan Strategic Actions and initiatives. It is insufficient to fund every initiative, or to fund initiatives in full.

Funding has been allocated to Strategic Areas based on the priorities identified through the workshops. The WEDS PMO will work to allocate funding to initiatives under the oversight of the WEDS Forum, considering which initiatives will receive the most benefit from the funding available, including by leveraging our funding to get underway and to attract further investment from other sources such as private investors and Central Government.

The WEDS PMO will work alongside the initiative leads to identify support required, networks and funding pathways, to enable the successful delivery of the initiatives. As with any workplan and budget, there is a risk that the desired outcomes are not achieved.

The WEDS Forum will mitigate this by frequently monitoring progress. Initiative leads will be required to provide regular updates to the WEDS PMO, including for the quarterly reports to council. Progress will also be outlined in the eight-weekly Activity Report provided to the WEDS Forum.

9. Appendices

Appendix 1 – WEDS Activity Report (to 31 May 2023)

Appendix 2 – WEDS Forum Letter of Endorsement

Appendix 3 – WEDS Workplan 2023-2024

Appendix 4 – WEDS Budget 2023-2024

Author: Matt Carrere, Regional Economic Development Team Lead, WellingtonNZ

Reviewed By: Paul Gardner, Interim Chief Executive

Appendix 1 – WEDS Activity Report (to 31 May 2023)

WEDS Activity Report

Combined Council Forum, 31 May 2023

Prepared By: WellingtonNZ Programme Management Office (PMO)

Period: September 2022 - May 2023

Executive Summary

The refreshed WEDS was adopted by Wairarapa Councils in September 2022, with financial contributions commencing from the Councils in accordance with the WEDS MOU. This initial period has been spent establishing the foundations for success, as we embed the WEDS as a permanent function for our region & kick-start the *Action Plan*. Copies of the strategy and MOU can be downloaded from our new website: www.thrivewairarapa.nz.

Collaboration will be key as we maximise delivery opportunities heading into FY24 and settle into the WEDS ‘operating rhythm’ with our Forum partners. The Strategy is based on a leverage model, using a modest budget to target opportunities with regional impact using a ‘Wairarapa-wide’ lens. To achieve this, our actions will remain lean and targeted against the five focus areas identified in the WEDS Matrix (Annex A).

Significant progress has been achieved building the foundations of our focus areas, with strategic actions refined with input from the newly elected Wairarapa Councils and the WEDS Forum. These actions represent the first steps in what are aspirational, multi-year efforts to grow economic resilience and comparative advantage for our region.

The below table provides a summary of milestones achieved to date. These are expanded within the report.

WEDS Setup	Strategy publication, website build, public launch event
	MOU, funding agreement and Governance Forum establishment
	Wairarapa Economic Datasets Project
	Stocktake of WEDS activity 2018-2020; review of PGF bids and major regional projects
Business	Bringing the WellingtonNZ Toolkit to the Wairarapa
	Support to Business Wairarapa activities
	Rebel Business School establishment and fund-sourcing
	Profile raising – WEDS and Regional Business Partner Programme
People (Workforce)	‘Gap Year’ initiative scoping
	Healthcare recruitment initiative
	Good 2 Great Programme & KiwiHost training series
	Upcoming WSLG developments
People (Tourism)	Leveraging the <i>Dark Skies</i> opportunity with Destination Wairarapa
	Coordinating applications for Wairarapa to MBIE’s <i>Innovation Fund for Tourism Recovery</i>
	Support to the inaugural <i>Dark Skies Exhibition</i> and <i>Pop-Up Space Science Centre</i>
	Support to MDC and CDC funding applications to Waka Kotahi for cycle trail investment
Land Use & Water	Water Resilience Strategy progress with GWRC
	Waingawa commercial water resilience project and application to Kānoa
	Support to the food and fibre Sector (Foodstuffs Forum and On-Farm Water Storage event)
Iwi	Māori Economic Development Framework
	Supporting the establishment of the Māori in Business Wairarapa network
Technology	Securing and supporting ‘Digital Boost’ contracts with MBIE for pilot delivery in Wairarapa
	Establishing the Waitech Trust
	Delivering local technology events (Techweek’23 and career events)
Operational	Delivering the PMO operational functions for the WEDS and WSLG
	Communications, marketing, and media (The ‘Value Add’ story)
	Budget Summary and variance statement

1. WEDS Setup

Purpose

The purpose of the WEDS is to formalise the economic development function across the Wairarapa and align resources and effort behind a shared set of priorities for the region. The efficacy of the WEDS model relies on laying a strong foundation and bringing stakeholders together to achieve results.

Memorandum Of Understanding (MOU), Funding Arrangement, Governance Forum

1. Alongside the Chair, the PMO led development of the WEDS MOU - the working agreement between MDC, CDC, SWDC and WellingtonNZ (WNZ). As an informal 'hybrid' function, the MOU documents the roles & responsibilities of the parties, the funding model, service level agreement, reporting and Governance arrangements for the WEDS.
2. The WEDS Governance function has matured over this period, led by the Chair Adrienne Young-Cooper. The Forum is currently finalising arrangements to appoint the two remaining vacant positions (representatives from the primary and commercial sector). In addition, the Forum has placed a value on the need for good governance, including Iwi membership, with unpaid members receiving a stipend for their contributions.

Strategy Publication, Website & Launch Event (Importance of wider public/stakeholder connection)

3. The PMO led the development and publication of the WEDS strategy booklet, to accompany the public launch event on 2 November 2022 at the Carterton Events Centre. This was attended by over 100 people (including newly elected officials) and set the tone for region-wide stakeholder connection and collaboration. The event told the story of the WEDS, our vision, focus areas, and the plan to translate strategy into meaningful action.
4. The PMO led the creation of the new WEDS website www.thrivewairarapa.nz as a tool to create a public interface, and help navigate the complex relationships and contracts between the vested entities (WNZ, GWRC, Wairarapa Councils, the RTO, Chamber of Commerce, Iwi, major industry and the WRLC). The 'News' section is updated regularly, alongside WEDS social media channels, and the site also hosts the email enquiries portal.

Economic Datasets

5. Providing quality economic data is key for enabling the WEDS Forum make evidence-based decisions. The PMO led a project alongside GWRC & Infometrics over a period of four months to develop bespoke datasets for Wairarapa. The two products available are shared with the WEDS Forum and published on the 'News' section of the website:
 - a. **Regional Economic Profile for Wairarapa.** This 'deep dive' document is published annually for the previous tax year. This is a comprehensive package of data; however, it is nearly 12-months old at the time of publishing due to significant lead times involved.
 - b. **Quarterly Economic Monitor for Wairarapa.** This quarterly report aggregates real time data to gain an accurate 'pulse check' of economic fluctuations. This is useful for time sensitive decision making and identifying regional trends. The March quarter is included as Annex C.

WEDS Activity Stocktake

6. Significant effort was made in the foundation phase to conduct a stocktake of activities, reports, and projects from the 2018-2020 *Grow Wairarapa* WEDS effort. This included following up on major regional projects, applications to the Provincial Growth Fund (PGF) and 'Shovel-Ready' Funds, as well as following leads on emerging innovation and activity across the region.
7. As a result of this effort, the PMO brokered 12 meetings with the Kānoa Investment Unit to pursue opportunities under the \$200M *Regional Strategic Partnerships Fund*. Consequently, one application has been submitted for review by the Minister, one project received additional funding, and two further initiatives remain in active discussions with Kānoa. This is significant, as the Wairarapa has not received funds from the RSPF to date, and the programme is closing in July 2023. However, there is likely to be some form of support from Central Government for Regional Economic Development in the future.

2. Business Focus

Purpose

The Wairarapa is over-represented by small businesses, with over 6,000 registered in the region. This means that small business is the backbone of the local economy, identity, and workforce. When considered in the context of COVID-19 impacts and recent economic shocks, building resilience into our business community must be a priority focus. Working alongside Business Wairarapa, we aim to bring capability development & acceleration services to the table.

Bringing the WellingtonNZ Toolkit to the Wairarapa

1. The WEDS PMO sits within WellingtonNZ's *Business and Innovation Team*, who provide a number of services across the Greater Wellington Region including:
 - a. Business growth advice and support contracted with MBIE's *Regional Business Partners Network*.
 - b. Providing R&D support and innovation funding contracted by *Callaghan Innovation*
 - c. Delivering the *Regional Economic Development Plan* governed by the Wellington Regional Leadership Committee
 - d. Māori business and strategic relationship support alongside *Te Matarau a Māui*
 - e. Film attraction, permitting and advocacy with *Screen Wellington (Regional Film Office)*
2. The PMO have strived to make these services more accessible to a Wairarapa audience. This has involved piloting local 'Drop-In' sessions and dedicated business discovery sessions to build up the profile of the WNZ Toolkit; and the free support available to maximise local uptake into the support & capability programmes.
3. This year we have trialled five drop-in sessions, brokered ten free discovery sessions, three innovation sessions and conducted four briefings to Wairarapa business network groups. This effort has been supported by a dedicated marketing campaign across print and social media, and through business newsletters and networks (locally and regionally).
4. The major value-add for the WEDS PMO is the cross-regional visibility of opportunities, ensuring the Wairarapa connection to opportunities across the entire 'reach' of WNZ services.



Support to Business Wairarapa

5. The PMO recognise the Wairarapa Chamber as the business SME for our region – aligning to one of the five key focus areas in the WEDS. The PMO has supported efforts by Business Wairarapa over the last year to integrate all the individual business groups under a sole umbrella. This has resulted in BW achieving a reach of 1,500+ members and growing, a significant milestone for all involved.
6. Aligning with the effort above, the PMO supports day-to-day operations of the Chamber including co-funding development activities, speaking to business groups, and sponsoring the *Business Summit* and *Business Awards*. These events are critical to recognise and support our local business community, especially when confidence and staffing levels are at an all-time low in the post-COVID-19 environment.

Rebel Business School

7. Rebel is a **FREE-TO-PARTICIPANTS** business education and incubation programme with over 1,400 graduates nationwide. Their mission is to *transform lives and communities through small business across Aotearoa New Zealand*. Rebel have successfully operated programmes around New Zealand for 6 years and are an accredited provider through MSD.
8. The PMO is working to pilot two Rebel courses in the Wairarapa. These will help advance business capability, support new enterprise, and inspire entrepreneurship amongst our young people.
 - a. *Rebel Business School Wairarapa Edition (19-30 June) 70 places*
 - b. *Rangatahi Hustle Young Entrepreneurs Programme for ages 16-25 (10-14 July) unlimited places*.
9. The PMO hosted a planning meeting with regional stakeholders in December 2022, including WEDS, Business Wairarapa, Destination Wairarapa, RSLG, Māori in Business, REAP, Youth2Work & MSD. We heard from these stakeholders that there is appetite and demand to run both programmes as part of our Wairarapa launch.
10. The PMO have been busy securing funding, venues, guest speakers, logistics and business support to kick off these opportunities in June. The PMO have also coordinated the marketing and education campaign to gain the maximum 'reach' possible, including briefing interest groups, hosting radio interviews, speaking to recent graduates and compiling a business feature for print media.
11. We have currently secured the following sponsors: MSD, WNZ, REAP/Y2WW, MTFJ, Ka Pai Carterton, WINZ and WBS (pending) to co-fund this opportunity alongside \$15,000 from the WEDS OPEX budget. This is an example of the leverage model, utilising the WEDS budget to maximum effect with co-funding opportunities.

Wairarapa youth who want to hustle, have you ever thought?

Could I start a business?

The Rangatahi Hustle is an awesome FREE event for young entrepreneurs aged 16+ to learn how to create and start a business.

Dates:
 Carterton Events Centre
 50 Holloway St, Carterton
 10 - 14 July 2023
 9:30am - 3:00pm Daily

Come try out your ideas and gain all the inspiration, resources and skills you need to learn about business.

Sound good? Sign up for your FREE space
<https://www.rebelbusinessschool.nz/rangatahi-wairarapa-2023>

Logos: Ministry of Social Development, Kapai Carterton, WEDS, REAP, MTFJ

Hey Wairarapa! Have you ever thought:
Could I start a business?
 ... but not known where to start?

REBEL BUSINESS SCHOOL

FREE to attend

19 - 30 June 2023
 9.30-2.30 weekdays
 10 days, 20 workshops
 Carterton Events Centre
 50 Holloway St, Carterton

REGISTER NOW

<https://www.rebelbusinessschool.nz/wairarapa-june-2023>
 Making business possible for anyone and everyone.

Logos: WEDS, REAP Wairarapa, WellingtonNZ, Ministry of Social Development

Profile Raising – WEDS & Regional Business Partner Network

1. The www.regionalbusinesspartners.co.nz programme is a nationwide business support programme sponsored by MBIE. WNZ is the contracted delivery agent in the Wellington region (and has been for the last ten years). The programme is targeted at growing small businesses via co-funding over multiple years aimed at capability development and job growth. Wairarapa businesses have been historically under-represented in the programme, largely due to lack of a dedicated Economic Development effort in the region.

2. The PMO have made dedicated efforts to connect more businesses with the support available and raise the profile via advertising and attending multiple business events/socials. As of May there are now 26 Wairarapa businesses registered in the RBP programme and growing slowly.
3. The concept of RBP is 'business helping business' and we have commenced efforts to identify and register specialist Wairarapa service providers inside the programme. The aim is to create a 'Wairarapa database' to ensure support is available locally (where possible) and delivered with knowledge of the Wairarapa environment.

3. People Focus

Workforce Development

Wairarapa Skills Leadership Group (WSLG) Purpose

The Wairarapa Skills Leadership Group was formed in 2018 as a collaborative approach dedicated to meeting the future workforce needs of the region. The Group have access to the refreshed Wairarapa Workforce Plan, developed an Action Plan and will oversee the implementation of the Plan. The Group provides advice and support to workforce related projects in the WEDS. The Group's membership includes representatives from Central Government agencies, local Government, iwi, recruitment, Mayoral Taskforce for Jobs, UCOL/Te Pūkenga, REAP, and seven sector groups. The support given to the WSLG by the WEDS Forum aims to increase the overall population of the productive age group by 2,000 people by 2030.

GAP Year Project

1. A working group has been established to begin scoping the GAP Year project, the group includes recruitment, WINZ/MSD, Mayoral Taskforce for Jobs, sectors, Te Pūkenga/UCOL, REAP and secondary school representatives.
2. The group are currently identifying the best direction for the project to ensure we maximise the current available services, bolster any areas that need assistance and deliver something different for possible participants.

Healthcare Recruitment Initiative

3. WEDS funded \$5,000 towards *WaiHealthSkills* to create a website portal and run a trial advertisement in the *Canadian Family Physician* magazine. The objective was to leverage the Tū Ora national drive to attract overseas health professionals to NZ, under the recent fast-track visa legislation for areas of acute skills shortage. This would ensure that the Wairarapa region was featured strongly and could wrap a local support system around any applicants. This was the catalyst to form the working group and advance the programme with multi-agency support. Tū Ora are currently in communication with two potential healthcare professionals in Canada.

Fancy moving somewhere like this...?

HEALTHCARE PROFESSIONALS WELCOMED BY RURAL NEW ZEALAND

'The region's three Mayors, indigenous people (iwi), community groups, organisations and health funders are all working together to give you and your family a warm, exciting future here – for a short time or a long time. Come on over!'

Greg Lang, Mayor of Carterton +64-27 898-1618

Check out the 'Wine Country Doctor' initiative in Wairarapa Valley

waihealthskills.nz

Doctors, nurses, paramedics, allied health professionals
Register your interest now, recruitment early 2023 – no obligation!

4. A relationship with an Australian-based programme team has been established who have successfully implemented healthcare workforce attraction programmes in Australia and Canada. The programme team have expressed interest to assist Wairarapa to launch an initial New Zealand programme.
5. A working group has been established and preparatory work completed in readiness to commence programme scoping, a location specific solution to healthcare workforce challenges.
6. The working group has received interest from the sector to progress, including signals from the primary health organisation for funding contributions to enable the project to progress. WEDS has allocated \$20,000 towards seed funding this initiative, noting the Wairarapa has the most acute shortage of GP's per capita in the Country.
7. The working group are currently welcoming mana whenua and Paskifika participation into the group.

Good 2 Great Programme

8. The Good 2 Great Programme was a primary sector initiative to better support leadership and communication within primary sector teams. A successful pilot concluded in early-2022 with 18 teams graduating and over 140 individual participants from across the region.
9. The Good 2 Great project team were the only successful applicant to receive a second year of MPI funding to run another programme that commenced on 26 April with 16 teams enrolled. The participating teams include representation from sheep and beef, contracting, community catchment groups, dairy, apiculture and has expanded to tourism and construction teams this year.
10. Business Wairarapa are supporting the 2023 programme by agreeing to be the contract party with MPI.
11. The WEDS PMO are providing programme coordination and contract reporting on behalf of the project team.
12. More information & programme details can be found on the Good 2 Great website - <https://www.good2great.nz/>.



KiwiHost

13. During the development of WEDS and the Workforce Plan, the constant feedback from our tourism, hospitality and retail sector was a request to bring KiwiHost, a nationwide programme delivered in the 1990's, to Wairarapa.
14. Business Wairarapa, with the encouragement of Destination Wairarapa and the WEDS PMO, have bought the KiwiHost training series to Wairarapa to upskill any customer/client facing roles. The series includes four workshops focused on customer relations foundations, skilfully upselling, dealing with challenging situations and managing/leading teams.
15. An oversubscribed first successful workshop was held in April.
16. The KiwiHost brand is being disestablished and moving offshore, Wairarapa have secured the opportunity to retain the brand, to be called WaiHost.
17. Trust House have partnered with Business Wairarapa to deliver the future WaiHost programme and the WEDS Forum have recently endorsed \$10,000 in co-funding to support the delivery of the series for the next 12-months.

Upcoming WSLG Initiatives

18. The WSLG are constantly identifying opportunities to better support our current and future workforce. Pending councils approval of the WEDS Workplan and budget for FY24, the WSLG will formulate a plan for the year and implement.

Sector Development

Tourism Sector

The WEDS identified the need to support sectors as means to enable job creation and grow comparative advantage. The tourism sector was chosen as a priority - noting the impacts of COVID-19 - as well as several advanced opportunities with the accreditation of South Wairarapa and Carterton districts as NZ's newest *International Dark Sky Reserve*, alongside the recent adoption of the *Destination Management Plan* and the *Five Towns Trail* Masterplan. The PMO meet with Destination Wairarapa weekly to collaborate and share information between our networks.

Leveraging the Dark Skies Opportunity

1. Representatives from WNZ and Destination Wairarapa met in February to discuss how best to achieve this, with the agreed outcome being the creation of a multi-stakeholder Dark Skies Project Plan. The development will be led by Destination Wairarapa. The creation of a Project Plan is a crucial step, as it will allow stakeholders to identify specific objectives, allocate resources, and coordinate efforts towards achieving a shared vision for the region. The WEDS Forum recently endorsed the allocation of \$25,000 to fund a dedicated *Dark Skies* Project Manager within Destination Wairarapa, to drive this initiative forward. Further funding will be required in support for FY24, which has been considered in the proposed FY24 Workplan and Budget.

Funding applications for Tourism Business

2. MBIE opened a \$54M *Innovation Fund for Tourism Recovery* in November 2022. This fund was aimed at supporting transformational initiatives in the tourism sector via co-funding from feasibility through to implementation. The PMO supported three businesses to work up applications and business cases for this fund. Unfortunately, none were successful. To date, only \$140,000 has been awarded fund to 12 projects across NZ. A summary is available here: <https://www.mbie.govt.nz/immigration-and-tourism/tourism/tourism-funding/innovation-programme-for-tourism-recovery/programme-funding-recipients/>
3. The PMO continues to work with these businesses to align avenues of support for proposed projects that have potential to make a regional impact. The latest opportunity lies with the recently launched *Arohia Innovation Trailblazer Fund*: <https://www.callaghaninnovation.govt.nz/funding/%C4%81rohia-innovation-trailblazer-grant>

Inaugural Dark Skies Exhibition and 'Pop Up' Space Science Centre (Carterton)

4. The PMO supported the inaugural *Dark Skies* exhibition and 'Pop-Up' Space science centre in Carterton, running from December – February. This was a key opportunity to promote the accreditation announcement and educate the local community on what being a *Dark Skies* reserve means. This included exhibit preparation, fund sourcing and communications support. The exhibition was attended by over 3,500 people. The PMO attended a business event at the venue to discuss the opportunity with local business owners and speak to the support services available through WNZ & Destination Wairarapa. Follow-up support activity is ongoing.

4. Water Resilience and Land Use Change

Purpose

Water resilience in the Wairarapa is identified as a critical component of both the WEDS and the *Regional Economic Development Plan*.

Water Resilience Strategy

1. WNZ is building relationships with newly appointed GWRC staff and supporting them to progress the Wairarapa Water Resilience Strategy (WWRS). GWRC have advised the WEDS Forum and the Wairarapa Committee on options to progress the WWRS and action plan. The preferred option is to resource a dedicated Programme Manager. Part of that role would be to implement the plan in liaison with a steering group or local entity involving mana whenua and the four councils, with input and advice from the WEDS Forum. GWRC have advised they are currently working on a Terms of Reference & Position Description; and have allocated funds to employ a Project Manager in the next financial year. The PMO have identified funds in FY24 to safeguard timely development of the steering group and position recruitment.

Water Resilience Project

2. The PMO have been assisting with the development of a significant water resilience project at Waingawa Estate. This was identified as a result of investment scoping activities in collaboration with Kānoa. The concept is a collaboration between MDC, CDC, and Waingawa users to install a parallel commercial (raw) water distribution system across the Estate from a deep-water aquifer. This will remove reliance on the Waingawa River, supplied through Masterton's municipal water supply, relieving pressure during acute summer shortages and protecting employment and business continuity. This will future proof planned expansion of the Estate in future. In addition, it is intended that commercial water will be treated and returned to the Waingawa River at a forecasted rate of 500 household units per day, returning further resilience benefits to the environment.
3. The PMO have worked alongside CDC to compile an application to Kānoa for \$1.75M in co-funding for this proposal. This will be reviewed by MBIE's investment team and presented to the Minister for approval in July.

Food and Fibre

4. The PMO supported the *Wairarapa Water Users Society* to organise an 'On-Farm Scale Water Storage Forum' designed to stimulate discussion and investigate alternate water resilience options for primary producers following the demise of Wairarapa Water Limited. The original event was postponed and is due to run again on the 20 of June in Martinborough. All are welcome: https://www.nzipim.co.nz/Event?Action=View&Event_id=619
5. Foodstuffs *Emerging Supplier* Forum: WNZ was approached by *Foodstuffs North Island* and the *Food Innovation Network* to run a Forum to help promote their newly established role helping support local producers into retail supply stores. The PMO were able to advocate for an additional bespoke event in the Wairarapa, which ran on 29 May. This created a new database of food & fibre businesses to channel into support services.
6. The PMO and the Chamber of Commerce are often the 'first port of call' for Wairarapa enquiries. As well as providing information & contacts, we support other agencies to bring nationwide opportunities to the region. The latest example is assisting MPI to run a 'Supply Chain/Exporters Event' in Wairarapa in June: https://www.nzipim.co.nz/Event?Action=View&Event_id=606



WellingtonNZ

Emerging Supplier Forum

Wellington – 29 May 2023
Wairarapa – 29 May 2023
Kāpiti Coast – 30 May 2023

Calling all established food and beverage businesses or start-ups keen to get products into supermarkets

Gain real insights into the retail grocery journey for small businesses at a series of free forums

- ▶ Learn how Foodstuffs North Island works
- ▶ Get tips and tricks on speaking with new supply partners
- ▶ Discover the latest customer insights and trends
- ▶ Network with other like-minded businesses

Email contact@WellingtonNZ.com to register

IN PARTNERSHIP WITH

foodstuffs NORTH ISLAND

Food Innovation Network



ROADSHOW:

A MORE HOLISTIC UNDERSTANDING OF SUPPLY CHAINS
now more important than ever

A more Holistic Understanding of Supply Chains - Martinborough event

A major shake-up in global supply chains due to COVID-19 resulted in damaged business confidence here in New Zealand. Hear from speakers nationally and locally on ways that regional business can move towards a more holistic understanding of supply chains.

📍 Martinborough

📅 29 Jun 23

5. Iwi Focus

Purpose

Building Iwi focus into the Strategy, ensuring representation at Governance Forum, remuneration, WNZ appointment of new role, Head of Māori Business Projects, and Strategic Relationships (Toni Kerr).

Māori Economic Development Framework

1. A key action in the WEDS is to support the development of a Māori Economic Development Framework (separate from Iwi commercial arm investment plans). The PMO have supported Iwi reps with the draft framework and elevating the project to the WEDS Forum for visibility and support. Momentum has increased recently with assistance from Toni Kerr. \$30,000 is proposed to activate this effort in FY24, led by the WEDS Iwi representatives.

Māori in Business Wairarapa

2. The PMO supported MiBW to register as a Trust, open bank accounts as a legal entity and provide administrative support. This ensures the network is sustainable and empowered going forward to attract grant funding to achieve their purpose in supporting the local Māori business community and aspiring entrepreneurs. MiBW is represented at the WSLG and at the WEDS Governance Forum.

6. Digital and Technology Focus

Purpose

New technologies and industry continue to emerge, change is taking place and Wairarapa needs to be able to harness this. Firstly, this focus must be built on a digital network capable of enabling delivery. The WEDS aims to encourage technology/digital adoption in our local businesses to ensure they are competitive and able to access the end user most efficiently.

Digital Boost Programme – Wairarapa Pilot

1. In June 2022, MBIE announced a pilot programme to deliver their *Digital Boost* online training series via in-person tailored cohorts of 15-20 businesses. WNZ was approached to be the contract partner and facilitate ten funded cohorts across the region. The WEDS PMO acted quickly to secure three of the ten contracts for Wairarapa. These were awarded to *Business Wairarapa*, *3Mile Coworking Limited*, and *Māori in Business Network*. This ensured 60 Wairarapa businesses were able to benefit from local facilitators over a period of 12-months. The PMO have provided ongoing support to the delivery sessions and students. The funded *Digital Boost* programme wrapped in May 2023. Unfortunately, MBIE do not intend to continue the model into FY24 and have redirected their funds. Local feedback indicates there is ongoing demand for this service, and the WEDS PMO will investigate the potential to revive the programme organically.



Maori In Business Wairarapa · Join
Vernette Shapland · 22 Aug 2022 · 🌐

This Thursday 25th we have the next Digital Boost Hui in Greytown. We got a great turn out for the previous one and some fantastic feedback. If you want to be part of this digital learning for your business send me (Vernette) a message or email korero@mibwairarapa.nz



Digital Boost
In-person workshop



Fab Feathy · Follow
2 Aug 2022 · 🌐

📣 Calling all local businesses 📣

[Business Wairarapa](#), [3Mile Coworking Community](#) and [Wairarapa Maori In Business](#) have organised a FREE programme with [Digital Boost](#) - intending to upskill our local businesses and help them to prepare for an increasingly digital future. They will be covering lots of topics, with sessions being held monthly in Carterton and Greytown. Sessions will be held over 11 months.

And it's all for FREE!

Register with Nicola by emailing info@wairarapachamber.co.nz and she'll send you everything you need to know.

Check out Digital Boost here 📌
<https://youtu.be/BIS18eCSSa4>

Establishing Waitech Trust

2. The PMO supported the technology sector group, a collective of local business volunteers (a subgroup of the WSLG) to form as a Charitable Trust, open bank accounts as a legal entity and provides administrative support. This ensures the network is sustainable and enabled going forward to attract external funding to achieve their purpose in supporting the community to access local technology education and participate in technology training and leisure activities.

Waitech Trust Events

3. Step into Virtual Reality, Gaming and the Metaverse: Waitech Trust held an event at the Carterton Event Centre in 2022, using E-Sports as a way to connect with the community. The event was attended by over 80 members of the community to hear from a range of speakers, including the CEO of the New Zealand E-Sport Federation.
4. Techweek'23 event: Waitech Trust ran the first Techweek event in Wairarapa on 15 May with a roadshow to three Wairarapa Colleges to inspire over 200 secondary school students to consider a technology sector career. The roadshow included four young local Wairarapa speakers who attended school here. Feedback from the colleges involved has been very positive.
5. Digital Fluency Baseline Testing: Waitech Trust have secured funding and are scoping a pilot to begin assessing secondary school students baseline digital fluency, much like literacy and numeracy testing. This project is planned to be rolled out in FY24.

6. Operational Focus

Purpose

Managing the WEDS 'function' as joint stakeholder effort involves a significant administration overhead, to ensure clear communication and collaboration between parties. Managing calendars across multiple organisations is challenging and requires both flexibility and surge efforts. The following is a summary of efforts to date in FY23:

Running the WEDS Forum & Wairarapa Skills Leadership Group (WSLG)

1. Organising and running eight WEDS Governance Forums and seven Skills Leadership Group sessions - including agenda development, activity reports and distribution/monitoring of minutes and action items.

Support to the *Regional Economic Development Plan (REDP)* and *Regional Leadership Committee (WRLC)*

2. Compiling quarterly reporting for Wairarapa initiatives in the REDP (including Water, Skills, Food & Fibre, Five Towns Trail & Dark Skies initiatives) and championing these through the REDP Steering Group to the WRLC.
3. WNZ are an active supporter of the WRLC – a formal Joint Committee under the Local Government Act. This Joint Committee takes responsibility for all key matters of *Region Wide* importance where collective planning and action is required. The WEDS PMO is currently assisting WRLC and providing the voice for economic development in the Wairarapa to the Regional *Emissions Strategy Framework*, as well as the Regional *Industrial Land Demand Study* under development.

Council Reporting and Activities

4. Organising and running the WEDS 'launch' event; presenting to four Combined Council workshops; three individual Ordinary Council meetings; two councillor induction events; three individual council priority workshops; and coordinating six meetings with the WEDS Chair and the Wairarapa Mayors. Distribution of agenda, presentations, and minutes for the above.

Communications, Marketing and Media – The 'Value Add'

5. The PMO maintain the WEDS website and provide regular updates via www.thirvewairarapa.nz/news (1,546 views since launch) & <https://www.facebook.com/wearewairarapa/> (579 followers to date). The PMO maximise outreach by leveraging multiple channels including WNZ marketing and communications, *Destination Wairarapa*, *Federated Farmers*, regular updates via *Business Wairarapa* Newsletters, and fortnightly advertising through the Wairarapa Times Age & Midweek periodicals. This is supplemented by surge efforts to maximise 'reach' across Wairarapa.

6. It is important to realise this *value-add* component to the WEDS workstream. Ensuring opportunities are connected for the widest possible benefit helps drive successful outcomes. For this reason, the PMO will continue to budget accordingly for venues, visits, travel, and advertising to multiply the efforts of two FTE staff.

Budget Summary

Entity	Contribution	FY22/23 (current)	FY21/22 (previous)
Wairarapa Councils	MDC, CDC, SWDC contributions to OEPX	\$75,000 WEDS Overheads* \$85,000 to support projects* \$75,000 to carry forward	\$0
	Councils Total	\$235,000	\$0
WellingtonNZ	WNZ Staff salaries, costs, and overheads (including B&I department support)	\$250,000	\$180,000
	WellingtonNZ Total	\$250,000	\$180,000
Third Parties	Central Gov Funding for WEDS & WSLG activities	\$100,000 – MPI (Good 2 Great) \$60,000 – MBIE: Digital Boost	\$80,000 – MBIE: WEDS refresh \$40,000 – MSD: Workforce Plan
	Grants and Sponsorship	\$8,500 – TH/WBS: Waitech \$40,000 – Rebel Business School	\$25,000 – WNZ: Waitech \$100,000 – MPI
	External Total	\$208,500	\$245,000
EOFY Totals		\$693,500 (forecast)	\$425,000

**WEDS OPEX Spend to EOFY is forecast to be \$160,000. The WEDS Overheads in this FY include establishment costs such as strategy brochure production, creation and hosting of the new website, public launch event, Governance Fees, support to start-up WSLG initiatives & staff sundries such as lease of office space, travel, comms & venue hire.*

Commentary

- The last two financial years have been focused on WEDS establishment activity – developing the Strategy and Workforce Plan over 18 months of public consultation and analysis. WNZ and Central Government contributed \$300,000 to complete that phase. The Strategy was then adopted by Wairarapa Councils in September 2022.

Budget Variance

- The PMO are forecasting to carry forward \$75,000 of WEDS OPEX into FY24, as allowed under the WEDS MOU. There are two main factors contributing to this underspend. These include the late adoption of the MOU by Wairarapa Councils, meaning invoicing did not commence until October 2022. Following the recent local body elections, the newly elected leadership requested the PMO to conduct additional briefings and prioritisation workshops in early-2023. This effort was to ensure alignment and agreed focus ahead of developing the annual workplan. The underspend will ensure a healthy budget to focus project efforts in FY24.

Annex A – WEDS Matrix

Annex B – Wairarapa Quarterly Economic Monitor Report (January-March 2023)

Appendix 2 – WEDS Forum Letter of Endorsement

14 June 2023

Masterton District Council
Carterton District Council
South Wairarapa District Council

Re: Proposed FY24 WEDS Workplan and Budget

Tena koutou Rangatira

As your independent chair, I am writing of behalf of the Wairarapa Economic Development Strategy (WEDS) Forum to recommend approval of the attached WEDS Workplan and Budget to the three Councils. The Forum is the governing body for implementation of the WEDS, ensuring representative participation across regional stakeholders. The role and membership of the Forum is outlined in the [WEDS MoU](#).

The FY24 Workplan is the culmination of a series of workshops and engagements with the three Councils and Forum members to reassess and confirm the economic development priorities for the Wairarapa. This will lay the foundation of an aspirational, multi-year programme of effort across the five key focus areas in the WEDS.

There has been strong alignment between the WEDS (adopted in October 2022) and the reassessed priorities discussed by the Forum and the three Wairarapa Councils. This will see a particular focus next financial year on Workforce Growth, Business Development, Water Resilience, the Māori Economy and supporting the Tourism Sector.

A summary of the consultation and reassessment process undertaken included:

Activity	Group	Dates
- Strategic Priorities Workshop	WEDS Forum	13 March 2023
- Individual Council Workshops	MDC/CDC/SWDC	April 2023
- Review draft Workplan & Budget	WEDS Forum	04 May 2023
- Present draft Workplan & Budget	Combined Councils	31 May 2023

Our aim is to leverage opportunities to grow comparative advantage for Wairarapa, via best allocation of our limited resources. The initiatives included also align with the [Wellington Regional Economic Development Plan](#) and the [Wairarapa Destination Management Plan](#).

Please accept my endorsement of the FY24 Workplan and Budget on behalf of the WEDS Forum.

Ngā Mihi



Adrienne Young-Cooper
Independent Chair
WEDS Governance Forum
adrienneyc@me.com
www.thrivewairarapa.nz

Appendix 3 – WEDS Workplan 2023-2024

Wairarapa Economic Development Strategy

Proposed Annual Workplan for FY23-24

Initiatives - May 2023

Focus Area	Strategic Action	Initiative	Overview	Initiative Lead	Key Partners	Stage
Business	Acceleration Programmes	Rebel Business School	Proposed 'Rebel Business School' and 'Rangatahi Hustle' programmes in FY24.	WNZ	RBS, BW, REAP, WSLG	Investment attraction
		Other acceleration programmes	Identify other business support and funding programmes relevant to Wairarapa businesses, and support businesses to access them.	WNZ	BW	Planning
	Business Capability Development	WNZ Business Support Services	Deliver WellingtonNZ business support services in the Wairarapa as a local satellite programme, including Business Growth Advisors, Regional Business Partner programme and Callaghan Innovation advisors.	WNZ	BW, MBIE	Delivery
		Capability development opportunities	Support other business capability development opportunities in partnership with Business Wairarapa.	BW	WNZ, MBIE	Planning
People	Tourism Sector Support	Dark Skies	Support Destination Wairarapa to develop and champion a multi stakeholder Dark Skies work programme, to leverage outcomes for the tourism sector. 10-month foundation stage of an aspirational multi-year coordinated effort to realise potential.	DW	Dark Skies Society, Iwi, BW, District Councils, WNZ	Planning
	Wairarapa Workforce Plan Implementation	'GAP Year' pilot programme	Lead a stakeholder group through the WSLG to design a 'GAP' pilot programme - to provide youth with opportunities and to retain workforce within the Wairarapa. To include funding youth engagement and implementation support.	WSLG	Sector Groups, REAP, UCOL, MTFJ, BW, Schools, Industry, Recruiters	Planning
		Wairarapa Workforce Plan initiatives	Support WSLG initiatives developed by Sector Groups, including: <ol style="list-style-type: none"> 1. Recruiting and retaining healthcare workforce (WaiHealthSkills) 2. Primary Sector Good 2 Great programme 3. WaiTech Trust digital literacy and capability programmes 4. Hospitality/Tourism KiwiHost workshop programme 5. Other workforce initiatives as supported by the WSLG 	WSLG	Sector Groups, BW, MPI, WNZ	1. Investment attraction 2. Delivery 3. Planning 4. Delivery 5. Planning

Land Use & Water Resilience	Water Resilience Opportunities & Strategy	Waingawa Industrial Park water resilience	Support the implementation of a commercial water resilience solution (infrastructure) for Waingawa Industrial Park. Continue to assist the funding application process and help develop an implementation team (if funding is successful)	CDC	MDC, JNL, Waingawa Industrial Park, MBIE (Kānoa), WNZ	Investment attraction
		Wairarapa Water Resilience Strategy	Support GWRC to establish a Wairarapa implementation arm for the Water Resilience Strategy, including employment of a dedicated Programme Manager to enact.	GWRC	District Councils, Iwi, Water Users, Primary Industry	Planning
		'Cluster' water education and small storage	Support 'cluster' water education opportunities, as identified by Wairarapa User Groups/Fed Farmers to encourage collaborative small storage schemes	TBC	District Councils, GWRC, Iwi, Water Users, Primary Industry	Planning
	Primary Sector Land Use	WEDS Forum advocacy for primary sector land use	Empower the WEDS Forum to advocate for primary sector, land use change and impacts, e.g., afforestation	WEDS Forum	District Councils, GWRC, Iwi, Water Users, Primary Industry	Advocacy
Iwi	Māori Economic Devt Framework	Māori Economic Development Plan	Support WEDS Iwi Representatives to develop a Māori Economic Development plan, to be tied into the WEDS and He Kai Kei Aku Ringa as well as Tu Mai Ra and Kahungunu ki Wairarapa Investment strategies.	WEDS Iwi Representatives	WNZ, Te Matarau a Māui, GWRC, TPK, Hapū	Planning
Technology	WNZ Tech Sector Strategy	Tech Sector Strategy connections	Maximise Wairarapa opportunities and involvement for Tech Sector acceleration, investment and profiling opportunities (including Film/Screen Wellington).	WNZ	WaiTech Trust, CreativeHQ	Delivery
	Digital Training and Capability Building	Digital Infrastructure stocktake	Explore opportunity to undertake a Digital Infrastructure stocktake through an external consultant, to identify connectivity gaps and impact for the region on digital capability.	WNZ	District Councils	Planning
Infrastructure	Advocacy and Support	WEDS Forum advocacy for infrastructure	Leverage the WEDS Forum for advocacy in support of infrastructure projects regionally significant for the Wairarapa, including transport.	WEDS Forum	District Councils, Forum Members, BW	Advocacy

Appendix 4 – WEDS Budget 2023-2024

Wairarapa Economic Development Strategy

Proposed Annual Workplan for FY23-24

Budget - May 2023

Focus Area	Strategic Action	Initiative	Budget	Comments	
Business	Acceleration Programmes	Rebel Business School	\$ 50,000	Ext funding tbc (\$50k)	
		Other acceleration programmes			
	Business Capability Development	WNZ Business Support Services			
		New capability development opportunities			
People	Tourism Sector Support	Dark Skies	\$ 25,000		Ext funding: DW (\$30k)
	Wairarapa Workforce Plan Implementation	'GAP Year' pilot programme	\$ 50,000		
Wairarapa Workforce Plan initiatives					
Land Use & Water Resilience	Water Resilience Opportunities & Strategy	Waingawa Industrial Park water resilience	\$ 30,000	Ext funding tbc: Kānoa (\$1.75m tbc), industry (\$1m tbc) ,	
		Wairarapa Water entity		Ext funding tbc (\$120k)	
		'Cluster' water education and small storage			
	Primary Sector Land Use	WEDS Forum advocacy for primary sector land use	\$ -		
Iwi	Māori Economic Devt Framework	Māori Economic Development Plan	\$ 30,000		
Technology	WNZ Tech Sector Strategy	Tech Sector Strategy connections	\$ 40,000		
	Digital Training and Capability Building	Digital Infrastructure stocktake			
Infrastructure	Advocacy and Support	WEDS Forum advocacy for infrastructure	\$ -		
Operational	WEDS and WSLG	WEDS Forum and WSLG Group governance, events and marketing	\$ 65,000	Governance fees, marketing, communications (inc. website), venue and catering costs, etc.	
		WNZ PMO operational overheads	\$ 20,000	Office rental, travel, and other running costs.	
		WNZ PMO people resources	\$ 250,000	Staff costs and management overheads	
		TOTAL WEDS EXPENDITURE FY23-24	\$ 560,000		
		FY22-23 WEDS funding (carried forward)	\$ 75,000		
		FY23-24 WEDS funding from Councils	\$ 235,000		
		FY23-24 WNZ funding (people resources)	\$ 250,000		
		TOTAL WEDS INCOME FY23-24	\$ 560,000		

Freedom Camping Bylaw Development and Determinations

1. Purpose

To provide Council with an analysis of options and recommendations for the control of freedom camping in the South Wairarapa District.

2. Recommendations

Officers recommend that the *Council*

1. Receive the '*Freedom Camping Bylaw Development and Determinations*' Report;
2. Determines it is necessary to make a bylaw under section 11(2) of the Freedom Camping Act 2011 for one or more of the following purposes:
 - (a) to protect an area:
 - (b) to protect the health and safety of people who may visit an area:
 - (c) to protect access to an area.; and
3. Requests the Chief Executive develop a new draft bylaw and statement of proposal for public consultation.

3. Executive Summary

Recent changes to national freedom camping legislation have prompted a review of the way in which freedom camping is managed in South Wairarapa. South Wairarapa District Council (the Council) does not currently have a tool for regulating freedom camping in the District. The Freedom Camping Act 2011 enables Council to develop a freedom camping bylaw and funding has been secured for this purpose.

The development of a freedom camping bylaw is proposed to enable Council to ensure the right to freedom camp is protected while also ensuring the environmental, social, cultural and economic wellbeing of the community.

This executive summary will also be provided to:

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

4. Background

What is freedom camping?

Freedom camping is defined in the Freedom Camping Act 2011 (the Act). It means camping within 200 metres of a motor vehicle accessible area or the mean low-water springs line of any sea or harbour, or on or within 200 metres of a formed road or a Great Walks Track, using one of more of the following:

- a tent or other temporary structure
- a motor vehicle

The Act is permissive by default, which means its starting point is to allow freedom camping on all public land. The Act does recognise that some areas may not be suitable for freedom camping, and these prohibitions or restrictions are implemented through a freedom camping bylaw. Freedom camping bylaws identify areas where freedom camping is prohibited and restricted to manage how and where freedom camping can occur and what criteria is needed. For more information please see Appendix 1: Freedom Camping Bylaw – Background Information.

Changes to freedom camping legislation

In December 2021, the New Zealand Government announced it would be making significant changes to the Freedom Camping Act 2011. In response to these proposed changes, in September 2022, Council was successful in its application for funding from the Ministry of Business, Innovation and Employment (MBIE) through the Freedom Camping Transition Fund, for the purpose of developing a freedom camping bylaw.

[The Self-contained Motor Vehicles Act 2023](#) came into force in June 2023 amending the Freedom Camping Act 2011 (the Act). The new legislation introduces [changes which include](#):

- changes to where people can freedom camp
In general, you can only freedom camp on local authority land if your vehicle is certified self-contained.
- changes to the definition and certification process for self-contained vehicles
Vehicles with a portable toilet are no longer able to be certified self-contained.
- changes to infringement fees and fines
Tiered penalty fees come into force on 13 July 2023

4.1 Te Tiriti obligations

Officers have undertaken early engagement with the Māori Standing Committee (MSC), and sought their advice on how to best engage with iwi, hāpū and whānau. As part of this engagement, a workshop was held with the MSC in June, and an online survey specific to the MSC and their networks of iwi and mana whenua is currently open for feedback on freedom camping in the district generally, as well as seeking guidance on specific sites within the district. This feedback will be considered and incorporated into a draft bylaw.

4.2 Strategic alignment

Addressing the issue of freedom camping is consistent with The Wairarapa Destination Management Plan 2021, which has the goal to “*grow the value of the visitor economy for the Wairarapa that is compatible with the lifestyle, environment and culture of the region.*”

5. Discussion

Freedom camping in the district

South Wairarapa is an attractive destination for freedom campers, especially along coastal areas, with strong domestic and increasing international tourism. It is estimated that in 2019, South Wairarapa hosted 16,000 responsible camping nights.

Council does not currently have a tool for regulating freedom camping in the District. Under the freedom Camping Act 2011, freedom camping is permitted on all council-owned or managed land that is not gazetted reserve land subject to regulation through Council’s Reserve Management Plans. Council’s Camping in Coastal Areas Bylaw 2009 (amended 2013) has lapsed. The only enforcement tool available is prosecution through the District Court, which is disproportionate, costly and takes time.

Issues related to freedom camping

Freedom camping in the District presents several challenges. These include environmental impacts from litter, human waste, health and safety risks from fire, and overcrowding. There are additional impacts to resident’s privacy and accessibility to areas such as recreational facilities and sites, waterways and reserves. Though some of these issues are outside the scope of a freedom camping bylaw. The definition of freedom camping in the Act does not include staying at a camping ground, temporary or short-term parking of a motor vehicle, day trips, or resting or sleeping at the roadside to avoid driver fatigue. It explicitly excludes those experiencing homelessness who may be living in their vehicle.

South Wairarapa District is also facing several climate related risks especially along the South Wairarapa coastline, an area popular for freedom camping. Risks include flooding of rivers and Lake Wairarapa, storm surge (temporary coastal flooding and big waves), permanent coastal flooding, and tsunami risk.

Freedom Camping Bylaws

A bylaw is a tool through which Council can manage where and for how long freedom camping can occur. The Act states that councils can only prohibit or restrict freedom camping in an area if this is necessary to:

- protect the area e.g., to protect areas that are: environmentally sensitive/culturally sensitive;
- protect health and safety to keep freedom campers and other visitors to an area safe;
- protect access to the area where the presence of freedom campers would block access or could damage infrastructure.

The Act also requires the Council:

- to have considered other ways to manage the problem, other than through a bylaw (this report fulfils this requirement).
- to be satisfied that any prohibitions or restrictions are the most appropriate and proportionate response to freedom camping demand in the area, and the problems it would cause if allowed.
- not to ban (or effectively ban) freedom camping on all Council managed land through a bylaw (known as blanket bans).
- to make a bylaw that is consistent with the New Zealand Bill of Rights Act 1990.
- to clearly describe and/or map each area covered by prohibitions or restrictions, so freedom campers have certainty about what rules apply.

Site assessment

A site assessment matrix is recommended as best practice for assessing locations under the above criteria. The matrix assesses each of the 3 purposes above out of 5. This approach allows for a consistent and transparent approach to be taken across all relevant areas of the district, and provides a clear line of sight between Council's bylaw and the Freedom Camping Act 2011. The assessment matrix intended to be used through the development of this bylaw is below.

1. PROTECT THE AREA	<i>Considers cultural or historical significance and the natural environment</i>
2. PROTECT THE HEALTH AND SAFETY OF PEOPLE WHO MAY VISIT THE AREA	<i>Considers levels of vehicular traffic (car parks and lookout points), use for other activities (like sports grounds), and issues of persistent vandalism and vagrancy</i>
3. PROTECT ACCESS TO THE AREA	<i>Considers damage caused by vehicular access to flora and fauna and the impact that people accessing the site will have on other users of the area</i>

Pre consultation

Pre consultation is currently being undertaken with the Māori Standing Committee and their wider networks within iwi and mana whenua, as well as with the elected members from the Martinborough, Featherston and Greytown Community Boards. Feedback from pre consultation will inform a draft bylaw which is intended to be reviewed and adopted by Council for formal public consultation later in 2023.

6. Options

Council staff have identified five options for addressing the problems caused by freedom camping. The options are described below and a table setting out the advantages and disadvantages of each option follows. For all of the options:

- Information, education and advice would be provided to the public. This could be by way of information on Council's website, signage, and other communication methods as appropriate.
- Littering and traffic offences would be dealt with under the Litter Act 1979 and Land Transport Act 1998 respectively.
- Criminal behaviour, such as theft or assault, would be dealt with by the Police.
- Education about, and enforcement of, fire safety would be a matter for Fire and Emergency New Zealand to address.

The options are summarised as follows:

Option 1: Do nothing

Under this option, the Council maintains the status quo of having no bylaw and the Freedom Camping Act 2011 would apply. Under section 10 of that Act, freedom camping is generally permitted, subject to restrictions and prohibitions provided for in other legislation. A key area where such restrictions apply are in reserves, where the use of these areas for temporary accommodation, such as freedom camping, is restricted by section 44 of the Reserves Act 1977.

Option 2: Make a bylaw under the Local Government Act 2002

This option would restrict or prohibit freedom camping in some areas and, in accordance with section 10(b) of the Freedom Camping Act 2011, would be controlling freedom camping 'under any other enactment'.

Option 3: Use reserve management plans

This option would permit freedom camping on some reserves, where it is appropriate to do so. Freedom camping would continue to be prohibited on all other reserves, but would be permitted on all other Council land, under the Freedom Camping Act 2011.

Option 4: Add rules to the district plan

Rules controlling freedom camping could be added to the Council's Proposed District Plan by using the plan change process set out in the Resource Management Act 1991.

Option 5: Make a bylaw under the Freedom Camping Act 2011 (recommended option)

This option would restrict or prohibit freedom camping in some areas, including allowing freedom camping with restrictions on some reserves, where it is appropriate to do so.

Option	Advantages	Disadvantages
<p>1. Do nothing</p>	<ul style="list-style-type: none"> The District may be perceived as being more welcoming to visitors that choose to freedom camp because, under the Freedom Camping Act 2011, the 'default' is that freedom camping is permitted on all council-owned or managed land. This may result in economic benefits due to more visitors. Any future Government changes to the Freedom Camping Act 2011 can be addressed as needed. No direct cost to the Council or community of process, including consultation, to make a bylaw or change reserve management plans or the District Plan. 	<ul style="list-style-type: none"> Section 44 of the Reserves Act 1977 is likely to prevent the use of Council reserves for freedom camping, even on those that may be suitable locations for the activity. This could result in over-use of other locations and cause cumulative negative effects in those areas. Relies on enforcement tools under several different pieces of legislation to address the negative effects of freedom camping with the risk that enforcement action becomes piecemeal or inconsistent. Potentially higher cost to the Council to implement multiple monitoring and enforcement systems and manage assets (e.g. rubbish bins, public toilets). Likely to not be supported by communities who have expressed concerns in the past about problems caused by freedom camping.
<p>2. Make a freedom camping bylaw under the Local Government Act 2002</p>	<ul style="list-style-type: none"> Manages the effects of freedom camping on public health and safety and council owned assets and prevents nuisance behaviour, while still allowing freedom camping to occur and its economic benefits to be obtained. Breaches can be addressed directly by using powers in the Act to require removal of camping items and recovery of costs incurred by the Council if any damage is caused. 	<ul style="list-style-type: none"> Good regulatory practice is not to use a general bylaw-making power, such as those in the Local Government Act, when a more specific one exists, in this instance, the power in the Freedom Camping Act 2011. A bylaw made under the Local Government Act may also be at risk of judicial review on the grounds it is an unreasonable use of the ability to regulate freedom camping "under any other enactment" in section 10(b) of the Freedom Camping Act. Offences for breaches of the bylaw can only be prosecuted through the courts. This is not usually cost effective and therefore is less likely to act as a deterrent against breaches. Cost to the Council and community of process for making a bylaw, including consultation.

<p>3. Control freedom camping on Council-owned reserves through reserve management plans, not a bylaw</p>	<ul style="list-style-type: none"> • All regulation of reserves is under one Act, the Reserves Act 1977, making it easier to inform the public and enforce. • Infringement offences can be used for behaviour associated with freedom camping that breaches the Reserves Act 1977. 	<ul style="list-style-type: none"> • Does not address problems with freedom camping in Council-owned locations that are not reserves. • May be criticised by communities and freedom campers as a reversal of recent Council decisions to address freedom camping problems in a bylaw, not in the reserve management plans. • Cost to the Council and community of process for amending existing plans, including consultation
<p>4. Add rules to the district plan</p>	<p>This option is not considered to be reasonably practicable.</p>	<ul style="list-style-type: none"> • It is difficult to include rules in a district plan to address nuisance problems, such as littering and damage to property. • Rules to prohibit freedom camping at some locations on the basis of its environmental effects are likely to be impossible to draft because the effects are not so extremely significant as to have to be avoided entirely. If the effects of an activity are minor and/or can be remedied or mitigated, there would be no grounds for prohibiting the activity. • A plan change process would be costly for Council and the community. The process is also uncertain in terms of the time it would take to become operative (due to the often extended appeal process, which can take two years or more) and the outcome (appeals on Council decisions on the matter would be decided either through mediation between parties or a Court decision)
<p>5. Make a bylaw under the Freedom Camping Act 2011. (Recommended option)</p>	<ul style="list-style-type: none"> • Consistent with recent Council decisions that a bylaw under the Act is necessary and is the appropriate way to regulate freedom camping. • Council has received funding from the MBIE Freedom Camping Transition Fund for the development of a freedom camping bylaw, which offsets a large amount of the cost of this option. • A new bylaw could address other problems recently identified, so this option is likely to be supported by communities and freedom campers. • Infringement offences and other enforcement powers in the Act (e.g. removal of camping items) can be used to deal with breaches. 	<ul style="list-style-type: none"> • Bylaw may need to be reviewed or amended in response to any Government changes to the Act. • Cost to the Council and community of process and time for making a bylaw, including consultation.

Council staff recommend the option of making a bylaw under the Freedom Camping Act 2011. This option will address the problems caused by freedom camping and its advantages outweigh its disadvantages.

7. Strategic Drivers and Legislative Requirements

7.1 Significant risk register

Consideration of any risk(s) that may impact on business/project/outcomes, including assessment and mitigations.

- 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. Consultation

8.1 Communications and engagement

A freedom camping bylaw is likely to attract a variety of views on how Council should best address freedom camping. This diverse community view along with the bylaw affecting the general public means this matter is of medium significance as per the Significance and Engagement Policy (SEP). A special consultative procedure is required by the Act and this method of consultation is consistent with the requirements of Council's SEP for matters of medium significance.

The persons who are affected by or interested in this matter are the general public, freedom campers, neighbours to council-controlled land, and users of council-controlled land.

8.2 Partnerships

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

Yes No

If no, is a communications plan required?

Yes No

A communications plan will be developed to inform the consultation process of the draft bylaw.

9. Financial Considerations

There are financial considerations associated with the development of, and public consultation on the proposed bylaw. These will be met using the funding received from MBIE for the purpose of creating a freedom camping bylaw.

The MBIE funding received provides for costs associated with the implementation and enforcement of the bylaw, for example if additional signage is required to communicate new rules.

10. Appendices

Appendix 1 – Freedom Camping Bylaw – Background Information

Contact Officer: Natalie Street, GMD Consultants

Reviewed By: Emma Wright McHardie, GMD Consultants

Appendix 1 – Freedom Camping Bylaw – Background Information

Freedom Camping Bylaw - Background Information

*South Wairarapa District Council
May 2023*

South Wairarapa is a special place and welcomes visitors who want to share and explore our wild coastline, native bush, lively towns and tranquil vineyards.

We understand this invitation comes with responsibilities; we need to both look after our beautiful district and take care of our visitors – some of whom, prefer to freedom camp.

In Aotearoa New Zealand there are laws that protect the right to freedom camp and it is our job to uphold these rights, while also protecting the **environmental, social, cultural and economic** values of our place.

What is freedom camping?

The Freedom Camping Act 2011 (the Act) defines freedom camping as staying in a tent, temporary structure or motor vehicle, within 200 metres of a road, the low water line of any sea or harbour or a Great Walks Track.

Why do we need a bylaw?

- The Act is permissive by default, so its starting point is to allow freedom camping on all public land. However, some areas may not be suitable for freedom camping.
- There are changes proposed to the Act which, among other things, will require all freedom campers to be self-contained.
- Council does not currently have a tool to regulate freedom camping to ensure the needs of our communities and visitors are being met.

What a freedom camping bylaw can and cannot do:

IT CAN:	IT CANNOT:
<ul style="list-style-type: none"> ✓ Protect: <ul style="list-style-type: none"> areas managed by Council health and safety of people access to the area ✓ By enabling Council to regulate: <ul style="list-style-type: none"> where it can happen where it cannot happen for how long ✓ And allow for: <ul style="list-style-type: none"> temporary closures enforcement through fines 	<ul style="list-style-type: none"> x Regulate or restrict activity on private land (e.g. private property, Marae or whānau land) x Ban all freedom camping on all Council land x Be inconsistent with the New Zealand Bill of Rights Act 1991 (NZBORA) x Address issues other than camping e.g. <ul style="list-style-type: none"> • Animals • Recreational activities • Vehicle access • Homelessness

The Act states councils can only prohibit or restrict freedom camping in an area if this is necessary to:

1. **Protect the area e.g. where it may be environmentally sensitive or culturally significant for mana whenua**
2. **Protect health and safety to keep freedom campers and other visitors to an area safe**
3. **Protect access to the area where the presence of freedom campers would block access or could damage infrastructure.**

We must also be able to show that restricting or prohibiting is the most appropriate / proportionate response to any problems being experienced – we need to be sure that any problem could not be fixed by things like better signage, facilities or information.

Get involved:

As we begin to develop this new bylaw we want to know your thoughts and experiences. Keeping in mind that any restrictions on freedom camping must be justified under the three elements in the Act, we want to know: **what are the issues and locations that need special attention and why are these important?**

Adoption of the Grants Policy

1. Purpose

To seek Council adoption of the draft Grants Policy (“the Policy”).

2. Executive Summary

South Wairarapa District Councils Grants Policy guides the allocation of funding that benefits South Wairarapa communities. The Policy has been reviewed to make it easier for the public and community to understand and help us move towards a more inclusive and outcomes focused funding approach. It is recommended that Council adopt the Policy prior to the new financial year.

3. Recommendations

Officers recommend that the Council:

1. *Adopt South Wairarapa District Councils Grant Policy.*

4. Background

The Grants Policy guides the allocation of funding that benefits South Wairarapa communities and contributes to South Wairarapa District Councils (SWDC) outcomes and vision. By providing direct financial assistance, SWDC can support shared objectives, be a catalyst for positive change, deliver value for money to ratepayers, and help to sustain a thriving and independent community sector.

The Policy was last reviewed in 2021. Since this time, feedback from both elected members and the community has identified areas for further consideration. Over the past several months, work has been done to update the Policy to make it easier for the public and community to understand and move towards a more inclusive and outcome focused approach.

The Policy and Strategy Working Group nominated Cr Colin Olds to act as the sponsor for this review.

5. Discussion

5.1 Summary of Community Engagement

As part of the review process, engagement with key stakeholders was undertaken at all stages. This included:

- Ongoing workshops with Council officers involved in grant coordination. This allowed staff an opportunity to provide feedback on what was working well and identify areas which could be improved.
- Workshops with the Māori Standing Committee and Featherston, Greytown and Martinborough Community Boards. Opportunities for ongoing feedback were also provided, allowing the committee and boards to input into the proposed changes at various stages of the process.
- A community engagement session where all 294 organisations who have applied for a Council administered grant in the last triennium were invited to attend. Fifteen members of the public attended, across 8 community organisations. The feedback was overwhelmingly positive on the proposed changes. We also received feedback from 3 organisations who were unable to attend, again indicating support for the draft Policy.
- A presentation to the Strategy and Policy working group on the draft Policy and opportunity for the working group to provide further feedback.

5.2 Summary of Key Changes

The proposed Policy is attached in Appendix 1. A summary of the key changes is outlined below:

Key Change	Reason
Outcomes Focused Approach	Funding for outcomes is a way to promote the social, economic, cultural, and environmental wellbeing of our community. Focusing on outcomes, rather than projects, allows applicants to seek funding for a broader range of activities with less restrictions.
New Funding Principles and Priorities	Introducing new funding principles and priorities is a way to give applicants clarity on how funding decisions are made.
Revised Eligibility Criteria	Moving towards more outcome focused funding has enabled us to reduce the eligibility criteria. This benefits the community by allowing more activities to be considered for funding.
Multi-Year Funding	Opening multi-year funding to a broader range of activities (not just operational expenses) provides funding assurance for projects that spread across multiple years and supports more equitable fund distribution. Consideration would be given to the impact of multi-year funding on the remaining funding pool.
Separated Policy and Process	Separating the Policy from the application process provides more flexibility and allows for improving the process, based on community feedback, outside of a scheduled Policy review.

Streamlined the Application Process and Created an Application Flowchart	Provides greater clarity and understanding of how to apply for funding and which fund to apply to (flow chart to be included on the updated webpage).
Revised the Terms and Conditions	Reduced the number and complexity of the terms and conditions to make it easier for applicants to meet.
Project Reporting	Moved to a more outcomes focused accountability form and offered more inclusive and meaningful ways for groups to report on their funding use.
Inclusion of whakatauki and Te Reo	Progressing towards the inclusion of Te Reo in Policy instruments and acknowledging the important relationship with iwi Māori.

5.3 Webpage Development

Throughout the engagement process, areas for improvement on our grants webpage were identified. As part of the implementation process, the page on the SWDC website will be reviewed to address this feedback. Changes will focus on improving readability and streamlining the website. This will include (but won't be limited to):

- Inclusion of the Application Flowchart (Appendix 3).
- Development and inclusion of a funding round calendar with all Council administered grants and funding round dates.
- Up-to-date links to additional external grant opportunities and funding dates.

6. Options

The table below outlines the options considered for community engagement alongside our Significance and Engagement Policy. Option 1 is recommended. This would mean that Council adopts the Policy to be implemented at the start of the financial year.

A summary of the options for consideration is included in the table below.

Option	Advantages	Disadvantages
1. Adopt the proposed Policy	<p>Community interest has been addressed through a number of community engagement activities.</p> <p>The proposed Policy aligns with community feedback.</p> <p>The proposed Policy would be in effect for the new financial year (1 July 2023).</p>	Some community groups may feel they haven't had an opportunity to contribute.

<p>2. Further engage with the community on the proposed Policy</p>	<p>Some additional areas for inclusion may be identified.</p> <p>Parts of the community not previously engaged may be able to have their say.</p>	<p>We have already sought community views and provided an opportunity for those in the community to have their say. Further consultation at this stage may be unnecessary and/or cause confusion.</p> <p>Officer capacity to deliver further engagement is limited.</p> <p>Further consultation may not change the outcome of the Policy statement, noting it has a high level of community support.</p> <p>The Policy would not be implemented for the new financial year.</p>
<p>3. Do not adopt the Policy</p>		<p>Would not align with community feedback.</p> <p>The Policy and website updates would not be implemented for the new financial year.</p>

7. Summary of Considerations

7.1 Strategic, Policy and Legislative Implications

The Local Government Act 2002 (LGA 2002) states that one of the purposes of local government is to promote the social, economic, environmental and cultural well-being of communities, in the present and for the future. Section 11 of LGA 2002 provides that the role of local government is to give effect to its purpose and perform the duties and exercise the rights conferred on it by, or under, LGA 2002.

The Grants Policy guides the allocation of funding that benefits South Wairarapa communities and contributes to the SWDC outcomes and vision. By providing direct financial assistance, SWDC can support shared objectives, be a catalyst for positive change, deliver value for money to ratepayers, and help to sustain a thriving and independent community sector.

7.2 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

7.3 Significance, Engagement and Consultation

In reviewing this Policy, we have engaged with Council staff, elected/appointed members and the community across several platforms.

Following Policy adoption, SWDC will update the Grants webpage in line with the feedback received and will inform the community of the reviewed Policy on a range of platforms.

7.4 Financial Considerations

Allocation for grant funding is approved through the Annual Plan/Long Term Plan and supports the social, environmental, economic, and cultural outcomes in the district.

7.5 Implications for Māori

The Māori Standing Committee (MSC) has budget allocated to grant funding through the Annual Plan/Long Term Plan and have been involved in the Policy review. The committee has provided guidance at various stages and has been instrumental in the review process. With the support of MSC, we have included a whakatauki and Te Reo headings in the Policy and will be progressing towards the inclusion of Te Reo in all Policy instruments.

All members of the community can apply to all funding streams if the eligibility criteria are met.

8. Conclusion

Following adoption, the Policy will be published on Councils website and the community will be informed on a range of platforms.

9. Appendices

Appendix 1 – Grant Policy

Appendix 2 – Grants Application Form

Appendix 3 – Grants Application Flow Chart

Contact Officer: Kaitlyn Carmichael, Lead Policy Advisor

Reviewed By: Amanda Bradley, General Manager; Policy and Governance

Appendix 1 – Grants Policy



SOUTH WAIRARAPA
DISTRICT COUNCIL
Kia Reretahi Tātau

Grants Policy

Kaupapa Here Tono Pūtea

Date of Approval	XXXXXXXX
Policy Number	PI-FDT-001 (previously M700)
Next Review	30 June 2026
Document History	30 June 2021 - M700 Grants Policy adopted by Council

GRANTS POLICY

Kaupapa Here Tono Pūtea

Whakatauki

*Mei te tatū o ngā whakaaro ki ngā āhuatanga o te hinengaro,
Mei te ngāwari ake o te ahunga ki nāianei,
Kua tū nei te tūranga ki runga I ngā pakahiwi o te nehenehe.*

*If I am confident with where we'll be in the future,
Composed with how we are at present.
It is merely because I am standing on the shoulders of the past.*

1. Purpose/Te Pūtake

The Grants Policy guides the allocation of funding that benefits South Wairarapa communities and contributes to the South Wairarapa District Council (SWDC) outcomes and vision.

By providing direct financial assistance, SWDC can support shared objectives, be a catalyst for positive change, deliver value for money to ratepayers, and help to sustain a thriving and independent community sector.

2. Scope/Tirohanga whānui

The Council's Long-Term Plan sets the funding available for community support through grants. Through our funding we support one-off and ongoing activities.

The Grants Policy applies to all grants funded by Council, including Committees and Community Boards. We also administer funds from other sources, including funding administered on behalf of other agencies. These funds may have their own additional eligibility criteria.

3. Our funding outcomes/Ngā hua ā-Pūtea

Our Community Outcomes

Social wellbeing <i>Oranga Hauora</i>	Residents are active, healthy, safe, resilient, optimistic and connected
Environmental wellbeing <i>Oranga Taiao</i>	Sustainable living, safe and secure water and soils, waste minimised, biodiversity enhanced
Economic wellbeing <i>Oranga Ōhanga</i>	A place of destination, new business and diverse employment that gives people independence and opportunity
Cultural wellbeing <i>Oranga Ahurea</i>	Strong relationships with iwi, hapū and whānau, celebrating diverse cultural identity, arts and heritage

4. Our funding principles/*Ngā mātāpono o te pūtea tautoko*

These principles are used to guide Council to achieve its community outcomes:

- » We honour Te Tiriti o Waitangi and the Council's partnership with mana whenua and Māori in the outcomes we deliver.
- » Supporting communities to transition to a low emissions and sustainable economy.
- » We build our community's capacity and capability to do things for themselves.
- » We work creatively and collaboratively with others for our diverse communities.
- » We invest to deliver measurable results across multiple outcomes (economic, social, environmental, cultural).
- » We deliver outcomes to enhance the lives of current and future generations.
- » We support local place-making and improvements on community well-being.
- » We prioritise equitable outcomes and distribution of funding across our district.

We also like to fund projects that:

- » Promote transformative social change.
- » Increase community collaboration and resilience.
- » Support social innovation.
- » Support sustainable growth opportunities within the community.

5. Our allocation principles/*Ngā mātāpono tuku pūtea*

Council applies the following principles in inviting and considering funding applications:

- » We are impartial and treat all applicants fairly.
- » We operate transparently while protecting applicant's financial confidentiality.
- » We provide feedback to unsuccessful applicants so they can learn and know how to improve next time.
- » We consider the outcomes of previous funding assistance given by Council.

6. Who can apply/*Mā wai tēnei pūtea*

Community organisations, marae committees, an individual, or a group of individuals who have come together for a common purpose to benefit the South Wairarapa can apply, except:

- » to fund activities seeking to promote commercial, political or religious objectives.
- » for costs associated with fundraising events where profits or proceeds are redistributed to other organisations or individuals.
- » from organisations which have not completed the funding outcomes report for previous grant funding.

GRANTS PROCESS

Te Hātepe Tono Pūtea

6.1. Additional criteria for Council administered funds

6.1.1. Creative Communities Scheme

The Creative Communities Scheme supports and encourages local communities to create and present diverse opportunities for accessing and participating in arts activities within the South Wairarapa. To be successful applications must show that the proposed project meets one or more of the funding criteria as outlined in the [application guide](#).

6.1.2. Sport NZ Rural travel Fund

The Sport NZ Rural Travel Fund is open to South Wairarapa sports clubs and school teams with young people aged between 5 and 19 years who require subsidies to assist with transport expenses to local sporting competitions. The [guidelines](#) provide further details on eligibility.

6.1.3. Pain Farm income distribution

In 1932, George Pain made a will bequeathing the 210 acre property known as the Pain Farm to the then Borough Council (now the SWDC). Under provisions of the Charitable Trust Act 1957 in February 1966 the Court directed:

“That the income from the Trust Lands should be used, in maintaining and improving the borough’s parks, sports grounds, camping ground, swimming baths, providing equipping and maintaining sports facilities and a children’s playground in such manner and in such proportion as the Council may from time to time decide.”

Any funding distribution from the Pain Farm must be of benefit to the residents of Martinborough.

7. How does the application process work?/Ngā hātepe o te tukanga tono pūtea

The following outlines the process for making an application and having that application assessed.

7.1. When can you apply?

A funding round calendar is created for each financial year and available on the Council website. Applications received after the closing date or outside of a funding round will not be accepted.

7.2. How do you apply?

- » Use the flowchart to help decide which grant to apply for.
- » Complete the correct application form for the grant you are applying for.
- » Submit the completed signed application to SWDC by the funding round closing date.

7.3. How is your application assessed?

Once received, the application together with any supporting information will be presented to decision-makers for consideration. The application is assessed against the relevant criteria.

7.3.1. *Who makes the decision?*

For many of our funds, decisions are made by elected and appointed members. Some funds are administered by Council officers.

7.3.2. *How is the decision made?*

In making a decision, consideration may be given to:

- » The amount requested and available funds.
- » How the application aligns with the funding outcomes and principles.
- » Whether the application meets the eligibility criteria of the fund.
- » The applicant's compliance with relevant legislative requirements.
- » Whether the activity recognises standards of good practice.
- » Collaboration or partnerships with other groups or organisations.

Applicants can speak in support of their application.

7.3.3. *How are the funds paid?*

After allocation decisions have been made, applicants will be notified of the decision.

Grants are paid as follows once any conditions have been met:

- » For GST registered organisations, on receipt of a GST invoice.
- » For applicants not GST registered, payment will be made to the account number as submitted in the application.

8. **Terms and Conditions/*Ngā ture***

Applications must meet the following terms and conditions:

- » No appeals on merits of decisions will be considered.
- » A completed funding outcomes report must be returned to SWDC prior to any future grant application being made.
- » Funding for activities not delivered must be returned to SWDC in the same financial year unless otherwise negotiated.
- » Any significant changes to events or activities must be approved by Council staff and the chair of the committee responsible for grants.
- » The decision-makers may impose additional conditions on the funding.

Appendix 2 – Grants Application Form



Grant Application Form *Te Pepa Tono Pūtea*

Submit to: grants@swdc.govt.nz

Whakatauki

*Mei te tatū o ngā whakaaro ki ngā āhuratanga o te hinengaro,
Mei te ngāwari ake o te ahunga ki nāianeī,
Kua tū nei te tūranga ki runga I ngā pakahiwi o te nehenehe.*

*If I am confident with where we'll be in the future,
Composed with how we are at present.
It is merely because I am standing on the shoulders of the past.*

1. APPLICANT DETAILS/NGĀ PĀRONGO KAITONO

Name of organisation/applicant:	
Physical address:	
Postal address:	
Contact Person:	Phone No (Day):
Email:	Mobile No:

Would you like to speak in support of your application?	Yes/No
---	--------

2. FUNDING CRITERIA/NGĀ PAEARU PŪTEA

Fund Using the attached flow chart, please select which funding pool you are applying for (mark with an X)	
Community and Youth Fund (please specify)	
Māori Standing Committee Fund	
Greytown Community Board Fund	
Featherston Community Board Fund	

Martinborough Community Board Fund	
Pain Farm Fund	

3. APPLICATION OVERVIEW/*TIROHANGA WHĀNUI*

Funding Request Through our funding we support one off and ongoing activities. Please select which type of funding you are applying for (mark with an X)	
One Off Funding	
Multi-Year Funding	

Funding Outcomes Please select which of the funding outcomes your activity aligns with (mark with an X)	
Social Wellbeing/<i>Oranga Hauora</i> - Residents are active, health, safe, resilient, optimistic and connected	
Environmental Wellbeing/<i>Oranga Taiao</i> - Sustainable living, safe and secure water and soils, waste minimised, biodiversity enhanced	
Economic Wellbeing/<i>Oranga Ōhanga</i> - A place of destination, new business and diverse employment that gives people independence and opportunity	
Cultural Wellbeing/<i>Oranga Ahurea</i> - Strong relationships with iwi, hapū and whānau, celebrating diverse cultural identity, arts and heritage	

Please describe your activity and how it supports the above outcomes:

4. FINANCIALS/PĀRONGO PŪTEA

Funding requirements	
Total cost of the project	\$
Your organisations contribution	\$
Other outside funding (please supply brief details)	\$
Project income (if applicable), e.g. generated from sales to public	\$
Amount applied for in this application	\$

Additional information	
Have you applied to SWDC for funding before?	Yes/No
If yes, when, for what purpose and how much was granted?	
Are you in the process of applying for any further SWDC funding?	Yes/No
If yes, what fund and for what amount?	

GST Registration	
Are you GST Registered	Yes/No
Bank account details (required for non GST registered applications only)	
Account name:	
Account No:	

5. DECLARATIONS/*HE WHAKAPUAKITANGA*

We agree to comply with requests from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 2020

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for seven years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Funding Outcomes Report.

Signatory

Signed:

Full name:

Designation:

Date:

Please return the completed form to:

South Wairarapa District Council

PO Box 6

Martinborough 5741

Or email: grants@swdc.govt.nz

Items required for this application

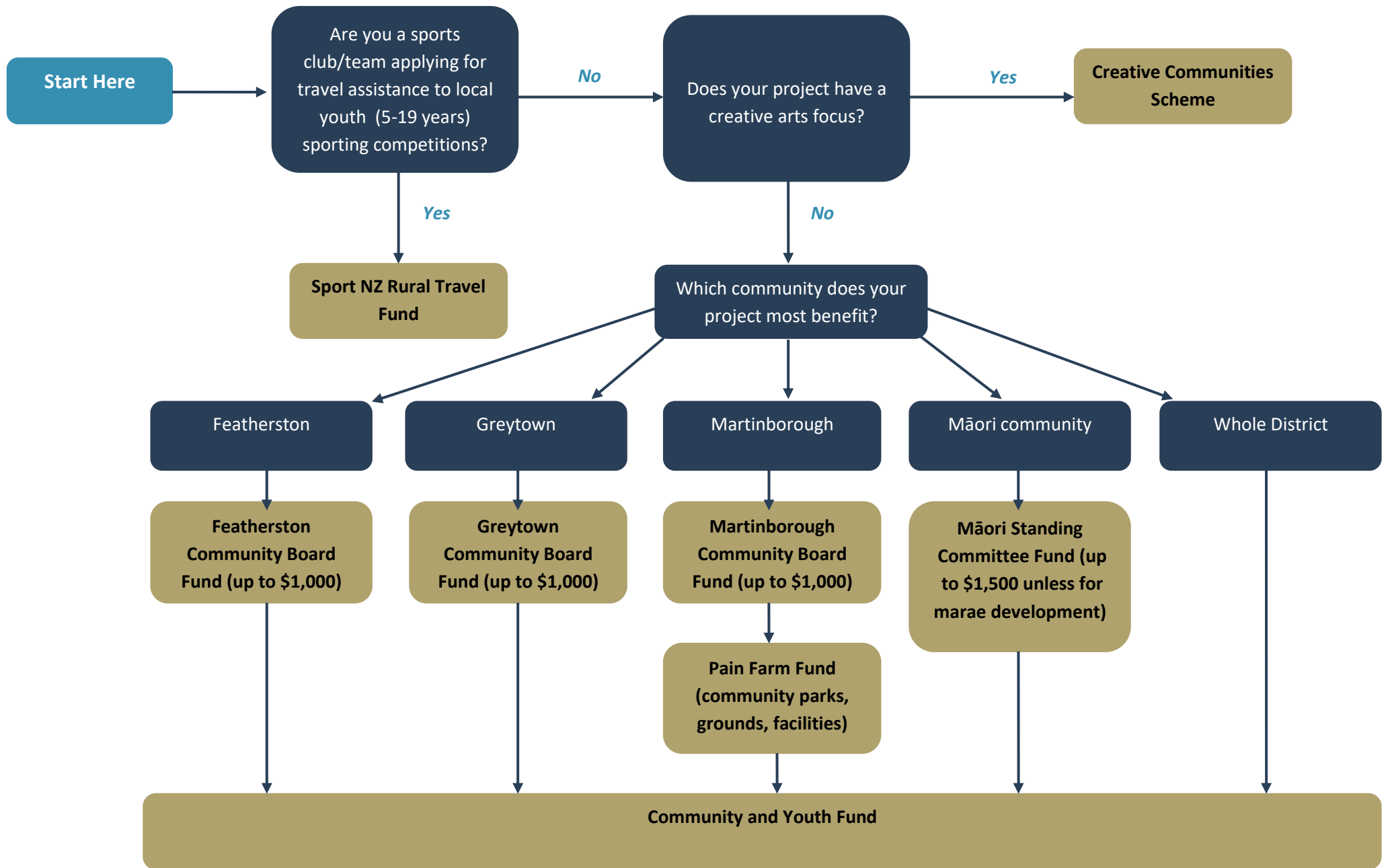
- | | |
|---|-----------------------|
| • Most recent annual accounts including notes and review/audit report (for applications over \$1,500) | <input type="radio"/> |
| • Application Form is signed | <input type="radio"/> |
| • Application Form is complete | <input type="radio"/> |

6. PROJECT OUTCOMES REPORT/PŪRONGO WHAKAHOKINGA KŌRERO

To be submitted once your project is complete.

Funding Outcomes Please select which of the funding outcomes your activity aligned with (mark with an X)	
Social Wellbeing/Oranga Hauora – Residents are active, health, safe, resilient, optimistic and connected	
Environmental Wellbeing/Oranga Taiao – Sustainable living, safe and secure water and soils, waste minimised, biodiversity enhanced	
Economic Wellbeing/Oranga Ōhanga – A place of destination, new business and diverse employment that gives people independence and opportunity	
Cultural Wellbeing/Oranga Ahurea – Strong relationships with iwi, hapū and whānau, celebrating diverse cultural identity, arts and heritage	
Please describe your activity and how it supported the above outcomes (acceptable responses include written explanation, photos, videos, stories etc.):	
<p style="text-align: center; font-size: 48px; opacity: 0.3; transform: rotate(-30deg);">DRAFT</p>	

Appendix 3 – Grants Application Flow Chart



Representation Review Report

1. Purpose

To inform Council of the representation review taking place through to 11 April 2025. This paper also provides the timetable for decision-making regarding changes to the electoral system and Māori representation ahead of the 2025 local elections.

2. Recommendations

Officers recommend that the *Council*:

1. Receive the *Representation Review Report*.

3. Executive Summary

The next triennial local government elections will be held in October 2025. Under the [Government Electoral Legislation Bill](#) a representation review must be completed every six years, or with the establishment of a Māori ward for the first time. The last representation review for South Wairarapa District Council was in 2018.

From March 2024 elected members will be presented with four options for representation in the 2025 election. A determination will be required by councillors for their preferred option. Following public consultation using the Special Consultative Procedure (SPC), Council will review their preferred option for representation review. This is required to be completed by 15 January 2025. The recommendation will then go to the Local Government Commission (LGC), for a final decision.

This executive summary will also be provided to:

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

4. Background

The principles of a representation review are to ensure “fair and effective representation for individuals and communities” in local government.¹

¹ LEA Section 4(1) (principles) makes it clear that fairness and effectiveness are equally important. [Representation Review Guidelines 2021 \(lgc.govt.nz\)](#)

The Representation Review will consider the following:

- Whether to include a Māori Ward for the 2025 elections
- Which electoral voting system to use, FPP or STV
- Total number of councillors
- Whether to have wards, “at-large” or mixture
- Number of councillors per ward, “at-large” or mixture
- Whether to have community boards (and if subdivided)
- Number of elected and appointed members per community board (if applicable)
- Boundaries and names of wards, community boards (subdivisions if applicable)

Council undertook a representation review in 2018, prior to the 2019 election. There were no changes to representation arrangements as a result of the 2018 review.

Māori representation was considered during the representation review in both 2012 and 2018. On 4 April 2012, Council resolved that there be no separate electoral representation for Māori. On 24 October 2018, Council resolved to maintain the status quo.

On 22 July 2020, Council resolved to use First Past the Post (FPP) for the 2022 election. This resolution continues to be in effect.

5. Prioritisation

There are two key resolutions that Council will need to consider at part of the representation review prior to the 2025 elections:

1. Whether or not to establishment a Māori Ward for South Wairarapa in the 2025 local elections, **optional resolution 23 November 2023**.
2. Whether or not to change the electoral systems for the 2025 elections from First Past the Post to Single Transferable vote, or council resolution on a poll for 2025. **Optional resolution 12 September 2023**.

5.1 Te Tiriti obligations

Officers have undertaken early engagement with the Māori Standing Committee to outline changes to the Local Electoral Amendment Act 2021 (noted below), and the possibility of one Māori ward (based on the 2022 estimated census data) should a Māori ward be established.

Consultation with local iwi continues, with recommendations required from the Māori Standing Committee before a resolution be made on the Māori ward.

5.2 Timeframe

Date	Provision	Who	Section of LEA 2001
July & August	Representation Review Workshop to develop an informal engagement plan.	MSC, Council, Community Boards	
12 September 2023	Council resolution on electoral system (optional)	Local Authorities	27
19 September 2023	Public notice of electoral system (mandatory – subject to previous poll mandate)	Public notification	28
10 October 2023	MSC Representation View for Māori ward adopted at the MSC meeting.	Local Authorities	
23 November 2023	Council resolution on Māori Representation (optional)	Local Authorities	
21 February 2024	Last date to receive poll demand on electoral system, or council resolution on poll for 2025	Local Authorities	29-31
February & March 2024	Representation Review Workshop to explain process, provide findings and various scenarios.	Local Authorities	
1 March – 31 August 2024 <i>Suggested July 2024</i>	Timeframe for council to resolve an initial rep review proposal. if initial proposal not compliant (+/-10%) must forward to LGC	Local Authorities	19H-19K
May & June 2024	Additional Representation Review Workshops (if required) to further develop scenarios and preferences.		
No later than 8 September 2024 <i>Suggested late July 2024</i>	public notice of initial proposal. required within 14 days of initial proposed resolution.	Public notification	19M,52
No later than 8 October 2024 <i>Suggested end of August 2024</i>	close of public submissions on initial proposal (not less than one month after public notice)	Public notification	19N
<i>Suggested end of August</i>	If no submissions received, by close of submission then initial proposal becomes basis of election and public notified. LGC notified of final rep review proposal.		19Q
October/early November 2024	Timeframe for council to resolve its final rep review proposal, after submissions heard.	Local Authorities	19M
19 November 2024	last date for public notice of final rep review proposal	Public notification	19N
20 December 2024	last date for close of public appeals on rep review proposal (one month after public notice)	Public notification	19P
15 January 2025	last date for rep review appeals and documents sent to LGC	Public & Local Authorities	19Q
10 April 2025	Last date for LGC determinations on representation reviews	LGC	19R-19S

5.3 Strategic alignment

There is no strategic alignment as this review is a legislative requirement.

6. Discussion

The key points for consideration as part of the Representation Review are:

- Whether to include an **optional resolution by 12 September 2023** on staying with the current electoral system of FPP, or to change to STV for the 2025 elections, or to hold a poll (by 21 February 2024).
- Whether or not to establish a Māori Ward for South Wairarapa in the 2025 local elections, **optional resolution by 23 November 2023**.
- General timeframes and key dates for the representation review through until April 2025.

7. Options

7.1 First Past the Post or Single Transferable Vote

The Local Electoral Act (LEA 5A and 5B) offers the choice between two electoral systems for local elections:

- First Past the Post (FPP)
- Single Transferable Vote (STV)

A change of electoral system can be achieved by:

- Local authority resolution; or
- A favourable outcome of a poll of electors. This poll may be:
 - demanded by electors (5% or more triggers a poll), or
 - the result of a local authority resolution.

South Wairarapa District Council has conducted all previous elections under the First Past the Post electoral system. A poll of electors was last held in 2003; the preferred option was FPP, with 1,994 votes. STV received 1,207 votes.

In 2022, 15 local authorities used STV to elect members: Dunedin, Far North, Gisborne, Greater Wellington, Hamilton, Kaipara, Kāpiti, Marlborough, Nelson, New Plymouth, Palmerston North, Porirua, Ruapehu, Tauranga and Wellington.

Under STV, electors vote by ranking their preferred candidates. Electors rank as many candidates as they choose in order of preference. Candidates have a threshold (or

quota) number of votes to attain before they are elected. The number of votes required for a candidate to be elected (threshold/quota) depends on the number of positions to be filled and the number of valid votes cast.

The necessary number of candidates to fill all vacancies is achieved first by the counting of first preferences then by a transfer of a proportion of votes received by any candidate where the number of votes for that candidate is in excess of the quota, and then by the exclusion of the lowest polling candidates and the transfer of these votes in accordance with voters' second preferences.

The threshold (or quota) is calculated by a formula set out in the Local Electoral Regulations (Schedule 1A, clause 5). The quota formula helps to ensure that candidates who are elected have a minimum level of support from voters, while also allowing for the transfer of vote to other candidates to ensure that seats are filled in a proportional manner. Votes are redistributed using a complex pro-rata type formula to other candidates to fairly distribute them. The reallocation of excess votes is complex and takes time. It is done on a proportional basis of the candidates' total votes.

Advantages and Disadvantages of Electoral Systems

FPP

- Easy, reliable and trusted, but
- May not result in proportional voting or representation (promotes strategic voting)

STV

- Encourages proportional voting and representation, but
- Complex voting and counting system (via KPMG)

The Review for Local Government released 20 June 2023 includes the recommendation for adoption of STV nationwide for local elections.²

7.2 Māori Ward

The Local Electoral (Māori Wards and Māori Constituencies) Amendment Act 2021 included the following for the 2025 establishment of Māori wards:

- Removed the ability of for electors to bring a petition requiring a poll on the introduction of Māori wards. Therefore, the only way Māori wards or constituencies will not be established in those areas is if the council itself resolves to undo its decisions.
- Remove the ability of local authorities to resolve to hold binding polls on whether to establish Māori wards or constituencies.
- Provided that past polls, or council resolutions to hold binding polls, on whether to establish Māori wards or constitutions cease to have any effect.

² [He piki tūranga, he piki kōtuku – The future for local government](#) pg 87

- Local authorities need to be fully aware of the relevant provisions and possible implications of establishing Māori wards/constituencies for any representation review.

According to LGC statistics on 2022 estimated census data, South Wairarapa District could have one member elected, should a Māori ward be established. This can only be achieved by Council resolution.

South Wairarapa District 2022 estimated census data: ³	
Māori Electoral population	930
General Electoral population	10,800
Total population	11,730
Total members	9
Māori Ward Members	0.71
Māori Ward members Rounded	1

8. Options

Representation options will be offered from March 2024 onwards.

9. Strategic Drivers and Legislative Requirements

9.1 Significant risk register

Māori ward representation requires thorough engagement and consultation with the Māori Standing Committee and local iwi, hapū and marae. To vote before full consultation and feedback would be a significant risk to fair and effective representation in the review.

- 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

³ [MEP-and-GEP-statistics-2022-estimates.xls \(live.com\)](#)

9.2 Policy implications

Councils Significant and Engagement Policy will guide engagement and consultation on this work. [Section A \(swdc.govt.nz\)](https://www.swdc.govt.nz)

10. Consultation

10.1 Communications and engagement

The persons who are affected by or interested in this matter are local iwi, hapū, Māori, community boards, councillors, and electoral voters.

10.2 Partnerships

Have you completed a communications plan for the work described?

Yes No

If no, is a communications plan required?

Yes No

This will be completed as part of the engagement plan.

11. Financial Considerations

Initial costs include for the electoral system public notices, which are covered by operational budgets.

Estimated costs to hold a poll for electoral system preference are around \$45,000 to \$50,000 + GST based on the number of electors on the roll (estimated data is 9,026 from the 2022 election).

No budget for an electoral system poll has been allocated in the 2023/24 Annual Plan for changes to the electoral or representation arrangements. The resources required would be absorbed through business as usual.

Contact Officer: Nicki Ansell, Lead Advisor – community Governance.

Reviewed By: Amanda Bradley, Group Manager, Policy and Governance



Council Action Items Report

1. Purpose

To present the Council with updates on actions and resolutions.

2. Executive Summary

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

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

3. Appendices

Appendix 1 – Action Items to 28 June 2023

Contact Officer: Amy Andersen, Committee Advisor

Reviewed By: Paul Gardner, Interim Chief Executive Officer

Appendix 1 – Action Items to 28 June 2023

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
739	10-Feb-21	R O'Leary	<p>COUNCIL RESOLVED (DC2021/07):</p> <ol style="list-style-type: none"> To receive the Recommendations from Planning and Regulatory Committee Report. (Moved Cr Fox/Seconded Cr Hay) Carried To endorse the methodology used to establish the value of a 7000m2 section of legal, unformed road reserve (part of Hickson Street) contained within the property at 185 Boundary Road, Featherston. To agree to sell and transfer that section of road to the owner of 185 Boundary Road, Featherston for the price of \$53,550 and all other costs relating to the stopping of the road, sale, and transfer to be met by the purchaser. To stop that section of road in accordance with Section 342 and Schedule 10 of the Local Government Act 1974. (Moved Cr West/Seconded Cr Vickery) Carried 	Open	<p>31/3/21: Council decision presented to owner for consideration. 12/11/21: Officers to check in with owners on their intention. 29/03/2022: Still progressing in terms of payment considerations by purchaser. 06/04/22: Officers to make contact with owners. 11/05/22: Officers awaiting response from the owners. Email sent 05/05/22. 20/06/22: No new updates. 30/06/22: Officer update at DC meeting - contact made with resident via letters, meetings, emails. Members requested further contact giving a timeframe for response and the proposal of a payment plan. 8/07/22: Further payment request has been sent to owner seeking payment for the subject portion of land; legal advice is being requested should there be no response from the owner. 10/08/22: Noted the owner has been given timeframe to respond to communication from Council; report on progress to Council expected at next meeting in September. 08/09/22: Conveyancing agreement for sale and purchase, currently occurring between lawyers for applicant and Council involved. Road stopping aspect will occur after signing of agreement. Brandon Property Lawyers confirmed Council cannot enforce any arrangement to pay for the stopped road unless a written agreement has been entered into by both parties. 7/12/22: No new updates 31/01/23: No new updates 23/03/23: Brandon Property Lawyers for council are pursuing the signing of the land sale agreement with occupant purchaser, however his solicitor had recently died, so he needs to reappoint a lawyer. We have indicated use of instalment payments for the amount involved. If the agreement is not signed through further</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					negotiation, Brandons will investigate what council powers are to force payment issue. 30/05/23: No new updates.
420	15-Sep-21	S Corbett	Provide reporting on roading asset management planning, particularly around heavy vehicle use (e.g. logging trucks) on smaller rural roads; info is to be directed into ratings review.	Open	28/03/22: Need to revisit and request clarification on what is required and why this information is being sought to produce the information required. 11/05/22: Officers request clarification on what is required and why this information is being sought to produce the information required. Council requested to provide more specifics. 18/05/22: Members clarified required info at meeting re: forestry, logging trucks and impacts on rural roads, e.g. safety, future costs. GWRC to give more info, David Boone has been contacted. NZTA may also provide further info on road safety. 20/06/22: No new updates. 01/08/22: No new updates. 13/09/22: No new updates. Clarification on whether this item can be closed has been requested. 7/12/22: No new updates. 14/12/22: H Wilson/K Ashforth provided verbal update on rating review, work is underway on this will be combined with work on the next LTP. 9/02/23: Members requested report from Council Officers - required by 5 April 2023 for next Council meeting. 6/3/23: Action has been noted by officers, however, is a low priority. 30/05/23: No new updates.
534	10-Nov-21	R O'Leary	Distribute information on infill design guides with a view to a future decision report being presented to Council.	Open	29/03/22 - Design guides are to be considered within the Wairarapa Combined District Plan (WCDP) review - there will be a further update as the WCDP progresses. 11/05/22: No new updates. 20/06/22: No new updates. 13/09/22: No new updates.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					21/09/22: Council Officers to investigate further with Boffa Miskell and provide information to new Council. 31/01/23: No new updates. 23/03/23: Boffa Miskell consultants have been tasked to benchmark, compile urban design guidelines for residential infill, guidelines still being investigated under WCDP review work. 30/05/23: No new updates.
559	3-Nov-21	R O'Leary	PLANNING AND REGULATORY RESOLVED (P&R2021/21): 1.To receive the South Wairarapa District Dog Pound Report. (Moved Mayor Beijen/Seconded Cr West) Carried 2.To recommend that officers progress the dog pound through procurement as long as a suitable South Wairarapa location can be sourced and the costs do not exceed the budget allocated. (Moved Mayor Beijen/Seconded Cr West) Carried Cr Plimmer voted against	Open	6/12/21: Reviewing possible land options for the establishment of the pound. 1/6/22: Land investigation completed; procurement currently in progress. 11/08/22: Funding approved through Council. Build in progress. 11/01/22: Action reassigned to Council action items following implementation of new committee structure. 9/02/23: Included in CEO report and CE provided verbal update in the Council meeting 8 Feb 23. 30/05/23: No new updates.
137	6-Apr-22	S Corbett	Schedule workshop to discuss the future of housing for pensioners.	Open	11/05/22: To be further discussed with Mayor Beijen re: expectations/attendees. 20/06/22: No new updates. 09/09/22: Meeting scheduled with Council Officers week of 12/09/22. 21/09/22: Meeting with officers held, next steps TBC. 6/3/23: In a period of information gathering with MDC and CDC with the intent to hold this conversation in the next six months. We acknowledge it is a important issue, but low priority at the moment. 30/05/23: No new updates.
227	18-May-22	TBC	Greytown Community Board to provide an update on the relocation of the information centre to Cobblestones.	Open	20/06/22: No new updates. 30/06/22: Action updated. Noted, deciding bodies need to confirm the location change before an update can be provided by GCB.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					<p>13/09/22: No new updates.</p> <p>23/09/22: Awaiting further information on this matter, as the Cobblestones' board must communicate their decision to the Greytown Community Board. Council officers to discuss further with Cobblestones to ascertain progress.</p> <p>6/3/23: No new updates.</p> <p>30/05/23: No new updates.</p>
259	18-May-22	A Bradley	<p>COUNCIL RESOLVED (DC2022/39) to:</p> <p>1.Receive the Partnership Funding Request 2021-2022 Report. (Moved Cr Hay/Seconded Cr Colenso) Carried</p> <p>2. Defer making a decision on partnership funding with Greytown Sport and Leisure until further information is received. (Moved Cr Olds/Seconded Cr Hays) Carried</p>	Open	<p>20/06/22: Greytown Sport and Leisure notified of decision and advised of suggested next steps.</p> <p>13/09/22: No new updates. Noted there were no requests received for the latest round of grant funding. Request to close action.</p> <p>29/11/22: In progress - GSL are working with Council Officers as their funding situation isn't guaranteed long term and they are currently exploring at options. Paper to Council expected February 2022.</p> <p>6/3/23: Still under consideration and pending annual plan decisions.</p> <p>14/6/23: GSL are working with Council Officers on a paper to circulate with Council EM's but have noted the removal of potential budget in the annual plan process.</p>
587	14-Dec-22	S Corbett	<p>Members requested that updates relating to Warren Woodgyer's presentation on operational matters be followed up through relevant updates to the Infrastructure Committee</p>	Actioned	<p>6/3/23: Action changed and officers to provide answers to Mr Woodgyer's questions by email, copying in all elected members. In progress. Partial answers have already been supplied.</p> <p>21/3/23: Noted that S Corbett will provide a written response to Mr Woodgyer before the next Council meeting and then email to Councillors.</p> <p>31/03/23: Response sent to Mr Woodgyer and Councillors via email by S Corbett on 28 March 2023.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
37	8-Feb-23	S Corbett	COUNCIL RESOLVED (DC2023/01) the Chief Executive Officer to respond to questions raised by Mr Woodgyer in a written response to Councillors prior to the next meeting of Council. (Moved Cr Olds/ Seconded Cr Maynard) Carried	Actioned	21/3/23: Noted that S Corbett will provide a written response to Mr Woodgyer before the next Council meeting and then email to Councillors. 31/03/23: Response sent to Mr Woodgyer and Councillors via email by S Corbett on 28 March 2023.
39	8-Feb-23	S Corbett	COUNCIL RESOLVED (DC2023/03) to: 1.Approve Option 1 - to install pedestrian lighting on all noncompliant pedestrian crossings in the SW District, beginning with the ones in the Martinborough Square and Jellicoe/Venice Street corner. Pedestrian lighting in Martinborough to be funded from the from the appropriate reserve, as identified by the Chief Financial Officer and the Chief Executive Officer, at a cost of up to \$200,000 and work to commence in FY 2023/24. Pedestrian lighting in the other Wards to be included in the next Land Transport Plan 2024-2027 at a cost of up to \$300,000 and, if our application is successful, work to commence in FY 2024/25. Council Officers to produce a costed project plan including the findings for the investigative work being done about the current square lighting, and solar power options by 1 March 2023. 2.To agree that implementation of pedestrian lighting in the Martinborough Square is completed without public consultation on the basis that the current pedestrian lighting is a risk to public safety and is not compliant with current requirements, noting the high level of public feedback and the desire to have the issue resolved. 3.To identify that the decision not to consult is inconsistent with the Martinborough Square Management Plan (2012), and that this requirement of the Management Plan will be	Open	13/02/23: Funding source decision referred to Finance Committee 15/02/23: Funding source confirmed at Finance Committee meeting - depreciation reserve. 6/3/23: Monthly Ruamahanga Roads operation report for January 2023 sent from S Corbett to ICS Committee Chair and Councillors via email on 2 March 2023. 6/4/23: Update sought from Cr Ellims at Council meeting. CE to follow up with S Corbett. 30/5/23: No new update.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			reviewed as part of the global review of all of Council's reserve management plans. Items 1-3 [read together] (Moved Cr Ellims/Seconded Cr Plimmer) Carried		
45	8-Feb-23	S Corbett	Request Council Officers provide a report to the Infrastructure and Community Services Committee on safety of children/people relating to open water ways/races in the district.	Open	7/3/23: Referred to Wellington Water to follow up.- Officers note this is a low priority given other work. 30/5/23: No update.
47	8-Feb-23	S Corbett	Request Council Officers to respond to member's query about the status of the Greytown Rugby Club lease arrangements	Open	30/5/23: No update. 14/6/23: Officers have met with Greytown Trust Lands Trust and reps from the Greytown Rugby Club. We are looking to establish an agreement between the rugby club and Council for use of the grounds and facilities that extends to public use and use by other sports codes; then a peppercorn lease by Council from the Trust for the grounds. 7/6/23: No update.
126	26 Apr 23	S Corbett	To place the issues relating to Mr Hedley's queries regarding the Moroa water races in Greytown on next ICS Committee agenda.	Actioned	30/5/23: Noted officers have collated information to be forwarded to Mayor Connelly. Request to close action. 7/6/23: Mayor Connelly noted he followed up with Mr Hedley and provided him with correspondence; he has also been in contact with Mr Druzianic; action closed.

Report from the Mayor

1. Purpose

To consider changes in appointments to the Hearings Committee, Local Government New Zealand Conference (LGNZ) decisions and provide an update on the Long Term Plan 2024-2034.

2. Recommendations

The Mayor recommends that the Council:

1. Receives the *Report from the Mayor*; and
2. Note that Councillors Aaron Woodcock and Martin Bosley have stepped down from the Hearings Committee.
3. Appoint Councillors Rebecca Gray and Pip Maynard to the Hearings Committee.
4. Delegate the Mayor and the Interim CEO to:
 - i. vote on behalf of the council for the role of President of LGNZ; and
 - ii. vote for any remits as they think fit if not previously discussed by Council.

3. Hearings Committee

Changes to the Hearings Committee membership is required to ensure balance in terms of representation of each ward. To support hearings moving forward, the changes to the Terms of Reference are attached as Appendix 1.

4. LGNZ Annual Conference July 2023

A key decision at the Annual Conference of LGNZ (26–28 July) will be the vote for President. The current President is stepping down. There are three candidates

- Sam Broughton (Mayor – Selwyn)
- Dan Gordon (Mayor - Waimakariri)
- Neil Holdom (Mayor – Palmerston North)

You can read more on each candidate here <https://www.lgnz.co.nz/assets/LGNZ-Elections/President-and-VP-candidate-information.pdf?vid=5>.

If you have views or thoughts on any of these candidates, please share them so that we express the collective view of Council, if there is one.

There may also be other remits raised that we have not discussed as we seek a mandate to vote, in the best interests of the SWDC and its residents.

5. Long-Term Plan 2024-2034

The work on the Long-Term Plan (LTP) has well and truly begun and has the working title of **“our ten-year plan for a sustainable future”** with a focus on how our communities can prepare for more resilient future, including how we respond to the challenges being thrown up by climate change. We have established an initial joint governance/management project team to lead the process and a project plan is being developed which will soon be made available publicly. I have invited Councillor Gray to join me as joint lead on the next LTP, to help ensure that climate change issues remain central to our LTP processes and to share the leadership load on what will be a very big task, if we are to do it well. As we move through the year, I am inviting all councillors to be involved and to offer their ideas and contributions towards a plan that makes a real difference to the district.

Early work includes an environmental scan, a stocktake of existing strategies, and prioritisation of community outcomes before moving towards reviews of levels of service, assets, infrastructure, policies, and then financial forecasting towards the end of the year. In the coming weeks, elected and appointed members will be invited to consider the LTP as part of their committee and board work. Alongside the must-dos, we anticipate building a culture of engagement to bring the voice of the community into the Long-Term Plan.

Alongside the formal LTP processes I also intend to invite a group representing our community to run a parallel exercise to develop a 30 year vision for the South Wairarapa. An exercise that stands separate from the bureaucratic requirements and restrictions of a formal LTP, but a process that can inform this and future LTPs.

6. Appendices

Appendix 1 – Updated Hearings Committee Terms of Reference 2022-25

Prepared by: The Mayor, Martin Connelly

Appendix 1 - Updated Hearings Committee Terms of Reference 2022-2025

HEARINGS COMMITTEE TOR

1. Purpose

To hear and determine matters that require hearings under legislative instruments.

2. Key responsibilities

- Hearing and determining matters that require statutory hearings under legislative instruments, including the:
 - Dog Control Act 1996
 - Local Government Acts 1974 and 2002 (other than the Long-Term Plan and the Annual Plan)
 - Reserves Act 1977
 - Soil Conservation and Rivers Control Act 1941
 - Any other legislative instrument (excluding the Sale and Supply of Alcohol Act 2012 and the Resource Management Act 1991¹).
- Hearing and determining matters that may arise under Council bylaws or policies or as delegated by Council, including applications for dispensation from compliance with the requirements of bylaws and policies, and any other matter as delegated by Council.

3. Delegated Authority

Power to Act:

- To conduct hearings and make determinations on matters within the terms of reference of this committee and as delegated by Council.

Power to Recommend to Council:

- The committee shall have the authority to make a decision on any matter before it without reference to Council but has the power to make a recommendation or refer matters to Council if it so wishes.
- To hear and make recommendations to Council for those matters where a decision can't be delegated.

4. Membership and Composition

Chair:	Mayor Martin Connelly
Membership:	Mayor Martin Connelly, Councillor Alistair Plimmer, Councillor Kaye McAulay, Councillor Rebecca Gray and Councillor Pip Maynard.
Quorum:	Three members
Frequency:	As required.

¹ Matters arising under the Sale and Supply of Alcohol Act 2012 are the responsibility of the District Licensing Committee and matters arising under the Resource Management Act 1991 are the responsibility of Hearings Panels.

Appointment Report

Member Name	Councillor Plimmer
Appointment	Wairarapa Road Safety Council (WRSC)
Meeting Dates	27 March 2023 15 June 2023
Appendices	<ol style="list-style-type: none"> 1. WRSC Meeting Minutes 27 March 2023 2. WRSC Meeting Minutes 15 June 2023 3. WRSC Executive Meeting Minutes 15 June 2023

Appendix 1 - WRSC Meeting Minutes 27 March 2023



WAIRARAPA ROAD SAFETY COUNCIL

**Minutes of the Wairarapa Road Safety Council Meeting held in the Aorangi Room,
REAP House, on Monday 27th March 2023 commencing at 1.00 pm**

Present: Frazer Mailman (MDC - Chairperson), , Grant Detheridge-Davies (FENZ), Craig Bowyer (AA), Sandra Burles (Regional Cycling / Community Development Coordinator / CDC Neighbourhood support), Alistair Plimmer (SWDC), Mark Bridges (Mstn Principals Rep), Holly Hullena (WRSC), Gill Flowers & Courtney Sandilands (NZ Police), Cheryl Watson (WFA)

Virtual: Paula Weston (SW Principals Rep)

Apologies: Bruce Pauling (WRSC), Steve Laurence (CDC), Nicky Poona (RPH), Chris Clarke & Gini Jayawardene (Age Concern), Simon Fuller (Secondary Principals Rep)

Moved by: Frazer

Seconded by:

Alistair

CARRIED

Health & Safety: Holly spoke of Evacuation procedure.

Conflicts of Interest: Nil

Election of Executive Committee Members: Due to the recent resignation of Sandy Walker from the WRSC executive committee, nominations for an additional member to move up to the executive committee were made.

Alistair nominated Grant Detheridge-Davies to join the executive committee, moved by Craig.

CARRIED

Craig nominated Alistair to become the deputy-chair on the WRSC Executive committee, moved by Grant

CARRIED

Road Safety Manager Report:

RSM Report was tabled and Frazer asked for questions in relation to the report.

Alistair mentioned the contention from councils in regards to Safety management Plans within the Districts town boundaries. The fact that it is around \$6k for one plan to go to Waka Kotahi for a SH road closure (for instance ANZAC commemorations) means that councils are less likely to run these events. Sandra stated in CDC, that many events such as Daffodil Day, brought good community togetherness and benefited the community.

Craig highlighted a point in Bruce's report relating to logging trucks and said that the effect on the roads is increasing due to the frequency of the logging trucks and this needs to be considered.

Holly spoke to the RSC Report.

Holly highlighted updates in her report relating to the Bike Maintenance Workshop and Fun Day held recently, including the donation of teachers bikes to schools that participated in the event. A big thank you given to Bike on Charitable Trust for their support. It was a successful day. Holly is creating a template at the request of Waka Kotahi and other TA's to share across the country to other councils so they may run something similar.

Holly highlighted the push of students attending the annual SADD conference and alluded to another Symposium being facilitated by WRSC for youth around road safety in June/July.

Minutes of the Previous Meeting:

Moved to approve the RSM & RSC reports and the tabling of the previous minutes:

Moved by: Alistair Seconded by Craig CARRIED

Matters Arising:

- Nil matters arising.

Moved by : Seconded by CARRIED

Financial Reports:

Financials were spoken to and tabled. Frazer spoke to the financials as at end of February and these were tabled. Frazer mentioned that we are currently operating in a deficit which is promising. With a opening deficit at the beginning of the financial year at just over \$7k, we need to continue to reduce the deficit carried forward.

Moved to accept the Financial report. Frazer : Seconded by Grant CARRIED

General Business:

Chery Watson (WFA): Mentioned there are currently delays on response times due to the SH2 works between Masterton and Carterton.

Craig Bowyer (AA): A recent survey was conducted. The consistency of the finding of the District Concerns survey with itself, and with the Dynata sample provides a high degree of confidence that its findings do indeed reflect the opinion of New Zealanders. There is a mix of concerns, namely:

1. Waka Kotahi and local councils aren't looking after the condition of the roads particularly well, or managing their work efficiently.
2. That Police are not particularly visible and are not policing laws on mobile phone use while driving or doing enough about racers.
3. That councils and hospitals are not managing parking well.
4. Public transport users are annoyed about unexpected cancellations and poor communication.
5. Cyclists feel unprotected on the road.

It is notable that this year's findings are much the same as the previous years.

Paula Weston (SW Principals): Will be gathering information from other schools, but at this stage mentioned that the new residential area on Reading Street outside Greytown School is causing congestion due to the delayed upgrades on the road. Foot/Car traffic is being banked up on East Street causing some more concern. Holly said that she would run an observation and if required will ask School Community Officer Julie Orr to run an observation and assist where needed.

Sandra Burles (Cycling): Sandra said a lot of what is going on at her end is around promotion of events and health and safety around visibility. Holly is collaborating with this. Sandra also mentioned she attended the school's bike maintenance event and saw its success.

Grant Detheridge-Davies (FENZ): Mentioned that 3 members of FENZ were part of the RYDA day as facilitators and sees this as a fantastic opportunity for collaboration. Frazer also stated that RYDA is seen as a flagship programme that the WRSC is involved in for the education of young drivers.

Courtney Sandilands (NZ Police): Has been talking with Bruce and Errol around SH2 improvements between Carterton and Masterton. She mentioned that from speaking with Errol that the Norfolk Road area will be sealed by Easter and the rest of that roundabout should be sealed by August. Alistair asked Courtney around the pushback on SH2 south of Greytown around speed. Courtney stated that although they are picking up people speeding doing above 90 kms mainly, and a few doing 106 kms shows that although people are still trying to "make up time lost" the speed is reducing. Before the speed reduction, the speeds drivers were doing was well over what we are seeing now.

Gill Flowers: talked about the Police awareness around the Balloon Festival Night Glow event at the Clareville Showgrounds. Discussion came back to the STMP, if there was one, what it looked like, access to view. Holly suggested that when Police communications have details on road layout or any information, that the Wellington District Police share through social media. Holly will broadcast through WRSC channels also.

Next Meeting: Thursday 15th June at 1pm, Rangitumau Room, REAP House.

Meeting Closed:1.33pm

Chairperson Signature: _____ Dated: _____

Appendix 2 - WRSC Meeting Minutes 15 June 2023



Minutes of the Wairarapa Road Safety Council Meeting held in the Rangitumau Room, REAP House, on Thursday 15th June 2023 commencing at 1.00 pm

Present: Bruce Pauling (WRSC), Frazer Mailman (MDC - Chairperson), Grant Detheridge-Davies (FENZ), Craig Bowyer (AA), Sandra Burles (Regional Cycling / CDC Neighbourhood support), Alistair Plimmer (SWDC), Mark Bridges (Mstn Principals Rep), Paula Weston (South Wairarapa Principals Rep), Gill Flowers (NZ Police), Chris Clarke & Gini Jayawardene (Age Concern), Simon Fuller (Secondary Principals Rep)

Virtual: Nil

Apologies: Holly Hullena (WRSC), Cheryl Watson (WFA), Nicky Poona (RPH), Steve Laurence (CDC), Chris Clarke (Age Concern), Paula Weston (Sth Wai Principals group)

Moved by: Frazer Seconded by: Mark CARRIED

Health & Safety: Bruce spoke of Evacuation procedure.

Conflicts of Interest: Nil

Road Safety Manager Report:

Bruce spoke to his RSM Report.

Sandra requested the deletion of part of Bruces' text in the March meeting minutes about some Councils' concerns around Waka Kotahi costs to Councils around State Highway closures for local public events. This was done.

Alastair questioned where the safety camera transition was at in terms of legal responsibilities be it Waka Kotahi or Police. Jill checked & informed the board that Police were still the legal entity to enforce enforcement procedures at this stage.

Mark brought up that school staff had observed parents with young unrestrained children in their vehicles & perhaps we could provide a 'blurb' for their school newsletter to parents informing them child restraint checkpoints will be carried out by Police to change that behaviour. This will be done. WRSC will work with Police to conduct a checkpoint near the school (Ngaumutawa Rd?) in the coming weeks.

Frazer & Alastair both mentioned pressure on Council budgets and some potential reduction of future Community grants, but hoped their input may secure grants this year for the CDMP.

Hollys' report was tabled.

Minutes of the Previous Meeting:

Moved to approve the RSM & RSC reports and the tabling of the previous minutes:

Moved by: Alastair

Seconded by Sandra

CARRIED

Matters Arising:

From the previous minutes:

Bruce asked Grant & Gill if emergency services access/path of travel on SH2 south of Masterton had improved. They both signaled that delays had significantly reduced & this has alleviated some concerns about response times.

Bruce had responded to Paulas' concerns around traffic issues around Greytown school with the ongoing works at the school frontage on Reading St.Bruce had carried out observations, speed monitoring with the laser gun, and spoken to teacher in charge of the school patrol crossing & the students manning the crossing. All managed particularly well with the increase in congestion on East St. The other issue was visibility in the foggy conditions on the day of the 'obs'.

SWDC had told Bruce Reading St works are due to be completed by 29 July.

Moved by Frazer

: Seconded by Alastair

CARRIED

Financial Reports:

Financials were spoken to and tabled.

Moved to accept the Financial report.

Frazer : Seconded by Alastair

CARRIED

General Business:

Mark: Mentioned he is part of the Kiwirail LX Judds Rd focus group & they are concerned about this proposed closure as it could create more heavy transport going past the school & other safety implications. He said hopefully the proposal is to be reconsidered rather than being a 'fait accompli'

Joe: Explained his new role with ACC and the road safety spaces he could work collaboratively with the WRSC. Joe is to also attend the regional road safety coordinators hui on 22nd June.

Karanbir/Jill: Mentioned increased Police deployments & access to up to date data for local crashes which could be shared with WRSC.

Mentioned the doubling of speed notices issued between Featherston & Masterton from 211 Jan-June 2022 to 437 over the same period this year.

Sandra: Requested more backpack covers for CDC public library. (a further 100 given to her following the meeting).

Craig: Mentioned he had met with Mark Owen from Waka Kotahi about his concerns the 'jug handle turn around area' on SH2 Clareville was not big enough to accommodate large semi-trailer configured vehicles & shortly after it appeared this had been 'widened'.

Gini: Mentioned Age Concern had budget to run a further 3 x Staying Safe workshops over 2023. Also mentioned their clients were very interested in free driving lessons if members of the AA, and during the drive to be reminded about things covered off at the WRSC 'Carfit' clinics

Alastair: Detailed where the SWDC speed review was at & will report further at the September AGM. He also mentioned the increase of 25% costs in road maintenance causing concerns over covering all damaged roads and also part of the regular maintenance schedules.

Next Meeting: Thursday 14th September at 1pm, Rangitumau Room, REAP House.

Meeting Closed: 2.20 pm

Chairperson Signature: _____ Dated: _____

The meeting was followed by a trophy presentation by Maria Lovelock of Road Safety Education and the international 'Yellow ribbon alliance' to Chris Horrocks, for his 33 years membership on the board of the WRSC and his status as local 'road safety hero'.

Times Age reporter attended for the 'story' & cake was enjoyed by all.

Congratulations to Chris for a very well deserved award.

Appendix 3 - WRSC Executive Meeting Minutes 15 June 2023



WAIRARAPA ROAD SAFETY COUNCIL

Minutes of the Wairarapa Road Safety Council Executives Meeting held in the Aorangi Room, Thursday 15th June 2023 at REAP House, commencing _12.15____pm

Present: , Bruce Pauling (WRSC), Grant Detheridge-Davies (FENZ), Frazer Mailman (MDC Chair), Steve Laurence (CDC), Alistair Plimmer (SWDC)

Apologies: Holly Hullena (WRSC),

1. Health and Safety

Bruce Explained the evacuation procedure. Nil Matters Arising.

2. Financial Report

Both the WRSC to end of April 2023 & the current CDMP budgets were perused by the executive.

The surplus from the previous March WRSC budget was evident having reduced by half to \$3653 and forecasted spend to end of June was on track.

Frazer explained the CDMP budget with a current surplus of \$31k (to be reduced by approx.. \$15k to end of June)). With projected Income after 1 July of approx.. \$50k & projected costs of \$40k to run the programme for 2023/24 & the purchase of a new Mirage to replace the older Honda Jazz, should leave some surplus in the programme of about \$10k till end of June 2024.

Frazer moved that the financial report be tabled at the WRSC. Seconded by Alastair.

CARRIED

3. Matters Arising

Alastair & Frazer suggested approaching Greytown Trust Lands Trust for a small contribution for 2023/24.

Bruce to explore this.

Alastair & Frazer (representing SWDC & MDC respectively) reported no final decisions have been made in terms of Councils supporting community groups in terms of funding but the potential for these grants is still a definite possibility.

Meeting Closed: _12.45____pm
